

# **UBIQUIO 503G**

## **User Manual** Version 2.1

# PLEASE READ BEFORE PROCEEDING

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**THIS DEVICE IS NOT CHARGED WHEN YOU TAKE IT OUT OF THE BOX. DO NOT REMOVE THE BATTERY PACK WHEN THE DEVICE IS CHARGING.**

**YOUR WARRANTY IS INVALIDATED IF YOU OPEN OR TAMPER WITH THE DEVICE'S OUTER CASING.**

## **EXPLOSIVE ATMOSPHERES**

When in any area with a potentially explosive atmosphere or where flammable materials exist, the product should be turned off and the user should obey all signs and instructions. Sparks in such areas could cause an explosion or fire resulting in bodily injury or even death. Users are advised not to use the equipment at refueling points such as service or gas stations, and are reminded of the need to observe restrictions on the use of radio equipment in fuel depots, chemical plants, or where blasting operations are in progress. Areas with a potentially explosive atmosphere are often, but not always, clearly marked. These include fueling areas, below deck on boats, fuel or chemical transfer or storage facilities, and areas where the air contains chemicals or particles, such as grain, dust, or metal powders.

## **PRIVACY RESTRICTIONS**

Some countries require full disclosure of recorded telephone conversations, and stipulate that you must inform the person with whom you are speaking that the conversation is being recorded. Always obey the relevant laws and regulations of your country when using the recording feature of your Pocket PC Phone.

When using this product, the safety precautions below must be taken to offset possible legal liabilities and damages.

## **ELECTRICAL SAFETY**

This product is intended for use when supplied with power from the battery. Other usage may be dangerous and will invalidate any approval given to this product.

## **SAFETY IN AIRCRAFTS**

Due to the possible interference caused by this product to an aircraft's navigation system and its communications network, using this product on board an airplane is against the law in most countries.

## **ENVIRONMENT RESTRICTIONS**

Do not use this product at gas or refueling stations. The use of this product is also prohibited in fuel storehouses, chemical plants, and locations containing explosives.

## **SAFETY FOR ENVIRONMENTS**

Do not use this product in gas stations, fuel depots, chemical plants or where blasting operations are in progress, or in potentially explosive atmospheres such as fuelling areas, below deck on boats, fuel or chemical transfer or storage facilities, and areas where the air contains chemicals or particles, such as grain, dust, or metal powders. Please be aware that Sparks in such areas could cause an explosion or fire resulting in bodily injury or even death.

## **ROAD SAFETY**

Vehicle drivers in motion are not permitted to use telephony services with handhold devices, except in the case of emergency. In some countries, using hand-free devices as an alternative is allowed.

## **INTERFERENCE WITH MEDICAL EQUIPMENT FUNCTIONS**

This product may cause medical equipment to malfunction. The use of this device is forbidden in most hospitals and medical clinics.

## **NONIONIZING RADIATION**

This product should be operated in the suggested normal condition only to ensure the radiative performance and safety of the interference. As with other mobile radio transmitting equipment, users are advised that for satisfactory operation of the equipment and for the safety of personnel, it is recommended that no part of the human body be allowed to come too close to the antenna during operation of the equipment.

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# Chapter 1

## Getting Started

**1.1 Getting to Know your Device and its Accessories**

**1.2 Installing the SIM Card**

**1.3 Battery Information**

**1.4 Starting Up**

**1.5 The Today Screen**

**1.6 Using the Start Menu**



## **1.1 Getting to Know your Device and its Accessories**

**Front, top, and left-side view**



No.	Item	Function
1	<b>POWER Button</b>	Press this button to turn off your device temporarily and switch the device to sleep mode. Press and hold (about 5 seconds) this button to turn off your device completely. When your device is in sleep mode, you can still receive calls; however, the phone function is off when you turn the device off completely.
2	<b>Power LED</b>	Bi-color LED Power indicator, battery charging status.
3	<b>Front Camera Lens</b>	Use this front built-in camera for video calls
4	<b>Speaker</b>	Listen to audio media or phone call.
5	<b>Touch Screen</b>	Use to write, draw, or make selections with the stylus.
6	<b>START menu KEY</b>	Press this button to active your START menu.
7	<b>Left SOFT KEY</b>	Performs the command shown in the label above the button.
8	<b>Right SOFT KEY</b>	Performs the command shown in the label above the button.
9	<b>OK Button</b>	Press this button to perform the command highlighted.
10	<b>END Button</b>	Press this button to end a call or silence the ring from an incoming call. Also, press this button to return to the Start screen from any location.

11	<b>Messaging</b>	Press this button to quick start Messaging.
12	<b>Navigation Pad</b>	Press the navigation pad to scroll left, right, up or down on the display; press the center button to enter a selection.
13	<b>Video phone</b>	Press this button to access the video phone.
14	<b>TALK Button</b>	Press this button to make a call to the name or number shown on the screen or to answer a call.
15	<b>Microphone</b>	Do not cover the microphone with your hand during phone call
16	<b>Sync Connector</b>	Use this connector for synchronizing data or recharging the battery. You can insert USB cable or multi-head AC adapter provided with the device.
17	<b>Earphone Jack</b>	Connect a compatible headset to the connector of your device.
18	<b>Scroll Wheel</b>	Scroll through any menu with your thumb and press the scroll wheel to make a selection.
19	<b>Side OK Button</b>	Press this button to exit the current performance.
20	<b>CAMERA Button</b>	Press to launch the camera. Press again to take a picture.

### Back and right-side view



No.	Item	Function
21	<b>MicroSD Card Slot</b>	Insert a storage card (MicroSD) for storing data.
22	<b>Zoom button</b>	Use this key to adjust the zoom of Micros mode.
23	<b>Camera Lens</b>	Use this built-in camera to take photos or video clips.
24	<b>External Speaker</b>	Allows you to listen audio media or hands-free calls
25	<b>Cover Latch</b>	Slide this latch to release the battery cover.
26	<b>Stylus</b>	Use the stylus to write, draw, or select items on the touch screen.

## The QWERTY keyboard

Your device provides you with a QWERTY keyboard, which is similar to a standard keyboard of PC.

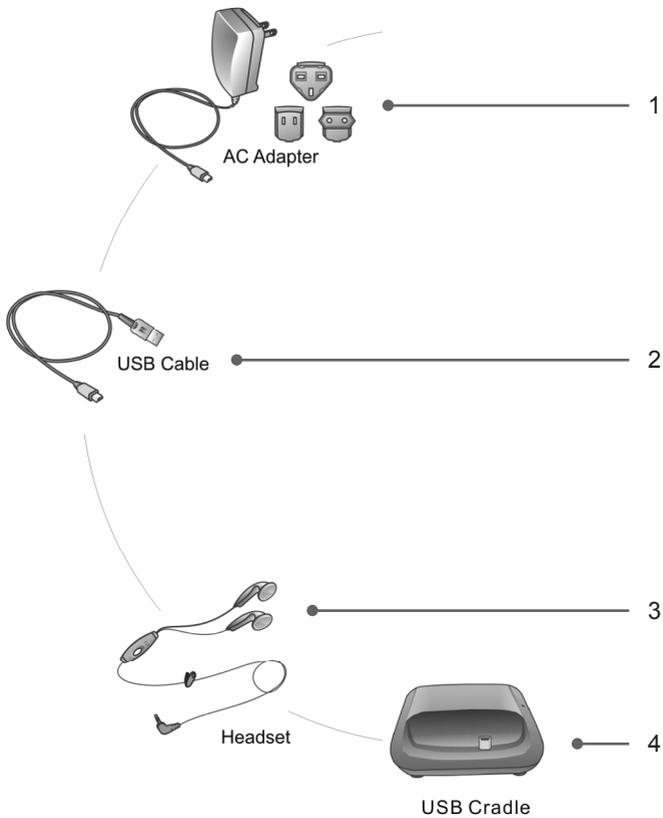


You can do the following actions with the QWERTY keyboard:

- To type lowercase letters, press the keys using your thumbs or fingers.
- To use all uppercase letters, press  twice.
- To type a single uppercase letter, press , and then press the corresponding key.
- To enter a number or symbol (labeled in red color), press  and then press the corresponding key.
- Press the Left/Right SOFT KEY (  /  ) to perform the command shown in the label above the key.
- Press  to verify your data entries or exit the program in use.
- Press  to open the Start menu.
- Press the arrow keys (  /  /  /  ) for directional movement.

## Accessories

The following accessories are provided with the device:



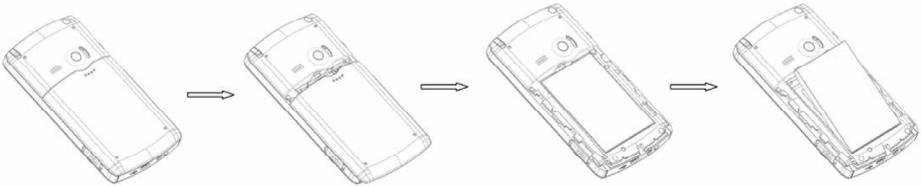
No.	Item	Function
1	<b>International multi-head AC adapter</b>	Recharge the device battery. Includes adapter heads for US, EU, UK and Asia.
2	<b>USB cable</b>	Connect your device to PC and synchronize data.
3	<b>Stereo headset</b>	Provide a Send/End button. You can use the button to pick up and hang up incoming and outgoing calls. To use it, plug into Earphone Jack.
4	<b>USB Cradle</b>	Synchronize & charge your device. Connects to your PC's USB port. Features a USB port on the back of the cradle.

## 1.2 Inserting the SIM Card

Follow these steps to insert a GSM SIM (Subscriber Identity Module) card which is provided by your local network service provider. The SIM card may contain your phone number, service details, and phonebook/message memory.

Your device supports both 1.8V and 3V SIM cards. Some legacy SIM cards will not function within this device. The customer should consult with their service provider for a replacement SIM card. There may be a fee for this service.

1. Always switch the device off, and disconnect the charger before removing the battery.
2. Slide the back cover to remove it from the phone



3. If the battery is installed, use the finger grip to lift the battery from the battery compartment. Then, insert the SIM card into the SIM card slot with its gold contacts facing down (the cutoff corner of the SIM card should match the cut-off corner in the device).



4. Replace the battery and gently push down to snap it into place.
5. Replace the battery cover.

## 1.3 Battery Information

This device is intended for use with a Li-ion polymer battery. Use only batteries, chargers and enhancements approve by the manufacturer. Battery performance depends on many factors, including wireless service provider's network configuration, signal strength, temperature of the environment in which you operate your device, the features and/or settings you select and use, items attached to your device's connecting ports, and your voice, data, and other program usage patterns.

Battery life estimates (approximations):

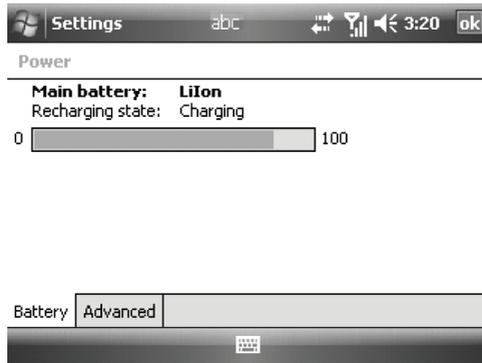
- Standby time: **150 ~ 200** hours
- Talk time (Screen off): **3.5 ~ 5** hours

**Warning!** To reduce risk of fire or burns.

- Do not attempt to open, disassemble, or service the battery pack.
- Do not crush, puncture, short external contacts, or dispose of in fire or water.
- Do not expose to temperatures above 60°C (140°F).
- Replace only with the battery pack designated for this product.
- Recycle or dispose of used battery as stipulated by local regulation.

## Checking the battery power

- Tap the battery level icon (  ) on the Today screen.
- Select **Start > Settings > System tab > Power**.



## Charging the battery

New batteries are shipped partially charged. Install and charge the battery before use with this device. The full performance of a new battery is achieved only after several complete charge and discharge cycles. To charge the battery:

- Connect your device directly to an external power source.
- Plug the device sync cable into the USB port on your PC.

## Low battery

When the low-battery warning appears, the following actions are suggested:

- Immediately save your current data.
- Recharge the battery.
- Turn off the device.

## 1.4 Starting Up

### Turning the device on and off

To turn the device on, press the POWER button. When you turn the device on for the first time, you are asked to complete a calibration process. For more information, see “Calibrate the device” on page 18.

To turn the device off, press POWER again.

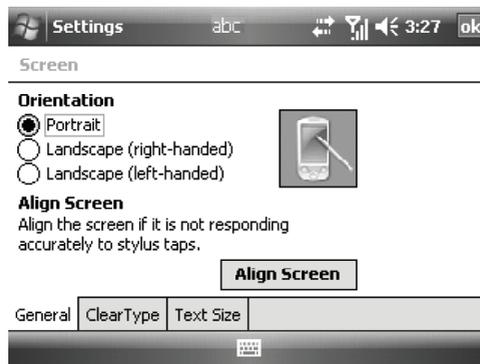
**Note** Pressing the POWER key turns your device off temporarily and switches the device to sleep mode. However, messages and calls can still be received while the device is in sleep mode.

## Calibrating the Device

Calibrating the device screen involves using the stylus to tap the centre of a cross as it moves around the screen.

If the device does not accurately respond to screen taps, follow these steps to recalibrate it:

1. Select **Start > Settings > System tab > Screen**.
2. On the **General** tab, select **Align Screen**, and follow the instructions on the screen.



## Managing screen settings

The device touch screen has three orientation modes: **Portrait**, **Landscape (right-handed)** and **Landscape (left-handed)**. Because your UBiQUIO 503G screen is horizontal, the normal orientation is Landscape. Choosing portrait mode will rotate the screen 90°.

### 1.5 The Today Screen

The Today screen displays important information, such as upcoming appointments and status indicators. To open the program, tap the associated section on the screen.

- To access the Today screen, tap **Start > Today**.
- To customize the Today screen display, which includes the background image, select **Start > Settings > Personal tab > Today**.



It displays **3G** icon in the title bar while in the 3G or 3.5G network.



1. Tap to open the Start menu.
2. Tap to view connectivity status.
3. Indicates the radio signal strength.
4. Tap to configuration the phone settings.
5. Tap to control device/ringer volume level.
6. Indicates the battery status. Tap to enter the Power Settings screen
7. Displays the current time.
8. Displays the current date. Tap to setup date, time, alarm, and more.
9. Tap to start the Wireless Manager
10. Tap to set owner information
11. Your day at a glance with reminders. Tap to open the related program: Messaging, Tasks, and Appointments.
12. Tap to lock or unlock the device.  : locked;  : unlocked.
13. Tap to open the Phone screen.
14. Tap to open the Contacts screen.

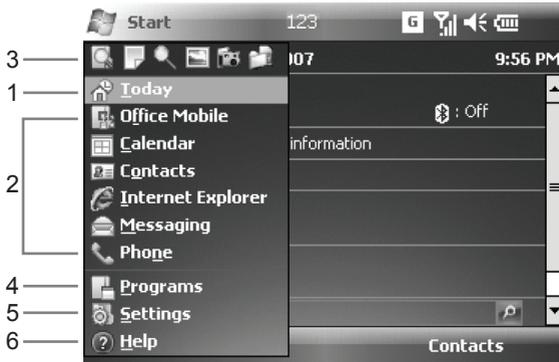
## Indicators

Following are some of the status icons that you may see on your device.

Icon	Description
	Indicates the battery is fully charged
	Indicates the battery is very low
	Battery charging
	Sound on.
	Sound off
	Ringer in vibration mode
	Connection is active
	Connection is not active
	Synchronization in progress
	Synchronization error.
	Indicates maximum signal strength
	No signal
	Phone is turned off
	No phone service
	Searching for phone service
	Voice call in progress
	Calls are forwarded
	Call on hold
	Missed call
	GPRS connected
	New email or text messages
	There are more notifications. Tap the icon to view all.
	Indicates Wi-Fi is turned on.
	Indicates the device is locked:  Device unlocked
	WiFi is connected
	WiFi data call
<b>G</b>	GPRS available
<b>E</b>	Now in 2.75G
<b>3G</b>	Now in the 3G or 3.5G; Network: WCDMA or HSDPA

## 1.6 Using the Start Menu

The Start menu which is located at the top left corner of the Today screen displays a list of programs. It lets you close a screen and switch from one program to another. To start a program, scroll through the programs list and then press the ENTER button, or tap a program with the stylus.



1. Tap to open the Today screen.
2. Tap to start a program. The items displayed in Start menu can be customized by tapping **Start > Settings > Personal tab > Menus**.
3. Tap to start a recently-used program.
4. Tap to view and select more programs that are installed in your device.
5. Tap to change device settings.
6. Tap to see a Help topic for the current screen.

## Program Indicators

Following indicators are some of the icons for the programs that are already installed on your device.

Icon	Description
	ActiveSync Synchronizes information between your device and a PC.
	Calculator Performs basic arithmetic and calculations, such as addition, subtraction, multiplication, and division.
	Calendar Keeps track of your appointments and creates meeting requests.
	Camera Snaps photos or shoots video clips with accompanying audio.
	Contacts Keeps track of your friends and colleagues.
	File Explorer Enables you to organize and manage files on your device.

	<b>Games</b> Lets you play two pre-installed games: Bubble Breaker and Solitaire.
	<b>Office Mobile</b> Lets you create, view and edit Excel workbooks, PowerPoint slides and Word documents.
	<b>Help</b> Enables you to see Help topics for a program on your device.
	<b>Internet Explorer</b> Internet Explorer browses Web and WAP sites, and downloads new programs and files from the Internet.
	<b>JAVA</b> Enables you to download and install Java applications, such as games and tools, on your device.
	<b>Messaging</b> Sends and receives email and text messages.
	<b>Notes</b> Creates handwritten or typed notes, drawings, and recordings.
	<b>Phone</b> Makes and receives calls, switches between calls and sets up conference calling.
	<b>Pictures &amp; Videos</b> Collects, organizes, and sorts picture and video files in the My Pictures folder of your device or on a storage card.
	<b>Messenger</b> Sends and receives instant messages with your MSN Messenger contacts.
	<b>Search</b> Enables you to search contacts, data, and other information on your device.
	<b>SIM Manager</b> Collects, organizes and sorts the contact list stored in your SIM card.
	<b>Tasks</b> Keeps track of your tasks.
	<b>Windows Media</b> Enables the multimedia function on your device.
	<b>Voice Commander</b> A Speech Dialog System that provides natural human interface for you to communicate seamlessly with mobile devices.
	<b>Internet Sharing</b> It enables a Windows Mobile powered device connected to the internet to act as a Network Access Point to devices connected to it.
	<b>Windows Live</b> Establish an internet connection. You can sync Contacts and Messenger and Email.
	<b>WorldCard Mobile</b> Capture and edit your Business Cards, and export Business Cards information.

# Chapter 2

## Entering and Searching for Information

**2.1 Introduction**

**2.2 Using the Keyboard**

**2.3 Using Letter Recognizer**

**2.4 Using Block Recognizer**

**2.5 Using Transcriber**

**2.6 Drawing and Writing on the Screen**

**2.7 Recording a Note**

**2.8 Searching for Information**



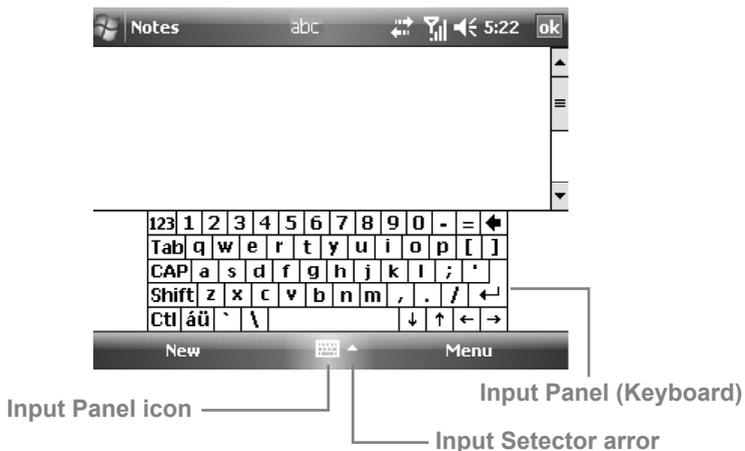
## 2.1 Introduction

When you start a program or select a field that requires text or numbers, the Input Panel becomes available automatically. Input Panel provides various input methods which are available on your device, including **Block Recognizer**, **Keyboard**, **Letter Recognizer**, and **Transcriber**. By default, the Input Panel icon appears on the menu bar to indicate which input method is currently selected. The Input Selector arrow (shown at the right side of the Input Panel icon) opens a list of available input methods.

### Showing or hiding the Input Panel

- Tap the Input Panel icon on the menu bar.

Example:



Icon	Input method
	The on-screen keyboard
	Letter Recognizer or Block Recognizer
	Transcriber

## 2.2 Using the Keyboard

To enter text, symbols, and numbers, you can either type using the **QWERTY Keyboard** or the standard on-screen **Keyboard**. To use the QWERTY keyboard, see the instruction in Chapter 1.

### Using the standard on-screen Keyboard

The on-screen **Keyboard** is available when text entry is possible. You can enter text by tapping keys on the keyboard that is displayed on the screen.

#### To enter text using the on-screen Keyboard

1. In a program, tap the Input Selector arrow, and tap **Keyboard**.
2. Enter text by tapping keys on the on-screen Keyboard.

#### To enlarge the on-screen Keyboard

1. Tap the **Input Selector** arrow, then tap **Options**.
2. In the **Input method** list, select **Keyboard**.
3. Tap **Large Keys**.

## 2.3 Using Letter Recognizer

With **Letter Recognizer**, you can write individual letters, numbers, and punctuation, which can be converted into typed text.

## To use Letter Recognizer

1. In a program, tap the Input Selector arrow, and then tap **Letter Recognizer**.
2. Write characters, numbers, and symbols in the designated writing area.
  - Enter capital letters by writing in the ABC (left) area of the box.
  - Enter lower case letters by writing in the abc (middle) area of the box.
  - Enter numbers by writing in the 123 (right) area of the box.
  - Enter punctuation and symbols by tapping in either area of the box and then writing the desired character.

**Note** Letter Recognizer is available only when text entry is possible.

**Tip** For help with writing characters with Letter Recognizer, tap the question mark near the writing area.

## 2.4 Using Block Recognizer

With **Block Recognizer**, single strokes can be used to write letters, numbers, symbols, and punctuation, which can be converted into typed text.

### To use Block Recognizer

1. In a program, tap the Input Selector arrow, and then tap **Block Recognizer**.
2. Write characters, numbers, and symbols in the designated writing area.
  - Enter letters by writing in the abc (left) area of the box.
  - Enter numbers by writing in the 123 (right) area of the box.
  - Enter symbols and punctuation by tapping in either area of the box and then writing the desired character.

**Note** **Block Recognizer** is available only when text entry is possible.

**Tip** For help with writing characters with **Block Recognizer**, tap the question mark near the writing area.

## 2.5 Using Transcriber

**Transcriber** is a handwriting recognition program that allows you to write in cursive, print, or a combination of both. Transcriber works transparently in the background of programs, recognizing words with its integrated dictionary. When Transcriber is turned on, it interprets stylus movement anywhere on the screen as handwriting input. For more information about using Transcriber, see Help on your device.

### To start Transcriber

1. Start a program that accepts user input, such as Word Mobile.
2. Tap the Input Selector arrow, and tap **Transcriber**. The Transcriber introductory screen appears.

## To write using Transcriber

1. In a program, position the cursor where you want the text to appear.
2. Use the stylus to write anywhere on the screen. The handwriting will be converted to text shortly after you lift the stylus from the screen.

## To enter punctuation and symbols

Transcriber comes with an on-screen keyboard that provides an easy way to add punctuation or a special symbol to existing text.

- In a program, tap  on the Transcriber toolbar. The keyboard remains visible until the button is tapped again.

**Tips** To reposition the keyboard, tap and hold the title bar, then drag to the desired location. When no text is selected, you can also open the keyboard by performing the  gesture.

## To edit text

1. In a program, draw a line across the text which you want to edit.
2. After you lift the stylus from the screen, the line will disappear and the selected text will be highlighted.
3. Do either of the following actions:
  - Rewrite the text.
  - Use gestures to capitalize letters, insert a space, and so on. For information about using gestures, see “Transcriber Gestures” in this chapter.

## Transcriber Gestures

Use quick strokes of the stylus to edit your text or to insert returns, spaces, or tabs.

Do	To
	Insert a paragraph return at the cursor. The horizontal portion of the gesture must be at least two times longer than the vertical portion.
	Insert a space at the cursor. The horizontal portion of the gesture must be at least two times longer than the vertical portion.
	Move the cursor one space back and erase any text. Do the gesture by drawing a line from right to left.
	Open the alternate words menu if a word is selected, or the onscreen Transcriber keyboard if no text is selected. Do the gesture by drawing a line straight down and back up.
	Change the capitalization of a selected letter, word, or block of text. Do the gesture by drawing a line straight up.
	Undo the last action. Do the gesture by drawing a line straight up and back down.
	Copy the selected text. Do the gesture by drawing a line from left to right and back.
	Cut the selected text. Do the gesture by drawing a line from right to left and back.

	Paste copied or cut text. Do the gesture by drawing a line from the lower left of the screen diagonally up toward the right and back down to the right.
	Insert a tab. The horizontal portion of the gesture must be at least two times longer than the vertical portion.

**Tip** You can also use the **Enter**, **Space** or **Backspace** buttons on the Transcriber toolbar.

### The Transcriber toolbar

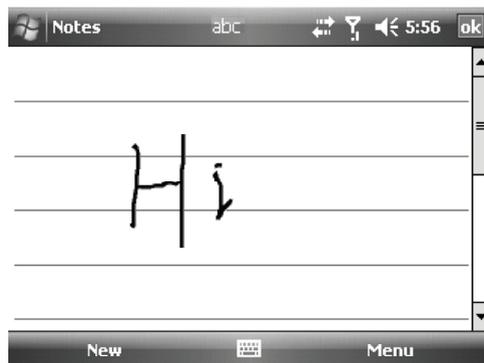
The Transcriber toolbar, which appears at the bottom of the screen when Transcriber is open, provides easy access to several tools, Enter, Space, Backspace buttons, Left and Right arrow buttons.

Tap	To
	Open the Options dialog box, where you can set options such as writing direction, text entry, and shorthand.
	Open <b>Letter Shapes</b> , where you can set your personal writing styles to maximize recognition.
	Use the miniature keyboard to quickly enter numbers, punctuation, and other symbols.
	Change the character recognition mode. <ul style="list-style-type: none"> <li>• a mode. This is the default for optimum handwriting recognition.</li> <li>• 123 mode. Numbers and some letters are allowed and the calculator is activated.</li> <li>• A mode. All letters are automatically capitalized.</li> </ul> If you are in A or 123 mode, recognition returns automatically to the default mode once you lift the stylus.
	Insert a space at the cursor.
	Insert a paragraph return at the cursor.
	Move the cursor one space to the left.
	Move the cursor one space to the right.
	Move the cursor one space back and erase any text.
	Open Transcriber Help.

## 2.6 Drawing and Writing on the Screen

With your device, you can draw directly on the screen, or write on the screen and save notes in your own handwriting. To do this, input mode should be set to **Writing** in Notes. If you prefer to use handwriting or frequently add drawings to your notes, you may find it helpful to set Writing as the default input mode. If you prefer typed text, set **Typing** as the default input mode.

For more information on what you can do with Notes, see “Notes” in Chapter 7.



Drawing on the Screen

### To set the input mode for Notes

1. Tap **Start > Programs > Notes**.
2. In the note list, tap **Menu > Options....**
3. In the **Default mode** box, select one of the following:
  - **Writing** if you want to draw or enter handwritten text in a note.
  - **Typing** if you want to create a typed note.
4. Tap **OK**.

### To write a note

1. Tap **Start > Programs > Notes**.
2. In the note list, tap **New**.
3. Write your text on the screen.
4. Tap **OK** to return to the note list if finished.

**Notes** To select handwritten text, tap and hold next to the writing. As soon as dots appear, quickly drag across the writing before they form a complete circle. If a letter crosses three ruled lines, it is treated as a drawing rather than text.

### To draw in a note

1. Tap **Start > Programs > Notes**.
2. In the note list, tap **New**.
3. To draw on the screen, use the stylus
4. A selection box appears around your drawing.
5. Tap **OK** to return to the note list if finished.

**Note** Tap and hold the drawing briefly to select a drawing. When you lift the stylus, the drawing is selected.

## 2.7 Recording a Note

You can create a stand-alone recording (voice note) or you can add a recording to a note. For more information about creating, changing, or saving notes, see “Notes” in Chapter 7.

## To create a voice note

1. Tap **Start > Programs > Notes**.
2. Do one of the following:
  - To create a stand-alone recording, record from the note list.
  - To add a recording to a note, create or open a note.
3. If you do not see the Recording toolbar, tap **Menu > View Recording Toolbar**.
4. Tap the record icon (  ) to begin recording.
5. Hold your device's microphone near your mouth or other source of sound.
6. Tap the stop icon (  ) when finished recording.
7. If you add a recording to a note, tap **OK** to return to the note list when finished.
8. An icon will appear in the note when recording in an open note.
9. The recording will appear in the note list when creating a stand-alone recording.

**Tip** To quickly create a recording, press the RECORD button. When you hear the beep, begin your recording. Release the button when you are finished.

## To change recording formats

1. Tap **Start > Settings > Personal tab > Input**.
2. Tap the **Options** tab, select the format you want in the **Voice recording format list**.
3. Tap **OK**.

**Note** Recording formats can also be changed within Notes. In the note list, tap **Menu > Options > Global Input Options** link (at the bottom of the page).

## 2.8 Searching for Information

You can search for files and other items stored on your device in the My Documents folder or on a storage card. You can search by file name or by words located in the item. For example, you can search in email messages, notes, appointments, contacts, and tasks, as well as in online Help.

### To search for a file or an item

1. Tap **Start > Programs > Search**.
2. In **Search for**, enter the file name, word, or other information you want to search for.
3. If you have looked for this item before, tap the **Search for** arrow and select the item from the list.
4. In **Type**, select a data type to help narrow your search.
5. Tap **Search**. The **My Documents** folder and subfolders are searched.
6. In the **Results** list, tap the item you want to open.

**Note** The storage card symbol  is displayed next to the names of files saved on a storage card.

# Chapter 3

## Using Phone Features

**3.1 Using the Phone**

**3.2 Making a Call**

**3.3 Receiving a Call**

**3.4 In-call Options**

**3.5 Additional Dialing Information**

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## 3.1 Using the Phone

Like a standard mobile phone, you can use your Pocket PC Phone to make, receive, and keep track of calls and send SMS/MMS messages. You can also take notes while talking, dial directly from Contacts, and easily copy SIM contacts to Contacts on the device.

### The Phone screen

From the Phone screen, you can access Call History, Speed Dial, and Phone settings. To enter the Phone screen, do one of the following actions:

- Use the stylus and tap **Start > Phone**.
- Press the TALK button (  ).
- Directly dial the phone number by pressing numeric keys on the QWERTY keyboard.



## Entering your PIN

Most SIM cards are preset with a PIN (personal identification number) code that is provided by your wireless service provider. If this is the case, you will need to input the PIN whenever you use your device.

1. Input the preset PIN assigned by your wireless service provider.
2. Tap **Enter**.

**Note** If your PIN is input incorrectly three times, the SIM card will be blocked. If this happens, you have to unblock it with the PUK (PIN Unblocking Key) obtained from your wireless service provider.

## Turning flight mode on and off

In many countries it is required to turn off phone on-board an aircraft by law. Flight mode should be activated in order to turn off the phone.

To keep device on and use other functions, flight mode can be activated.

- Tap the Signal icon (  ), and select **Turn on flight mode** to turn off the phone.
- To resume call function, make flight mode unavailable by tapping **Turn off flight mode**.

## Adjusting the device volume

1. Tap the Speaker icon (  ).
2. In Volume, do the following action:
  - Adjust the phone volume (  ) or device volume (  ) by moving the slider to the desired volume level.
  - Tap **On**, **Vibrate**, or **Off** to change both the system and ringer volume settings.



Volume Adjustment

**Notes** To adjust the conversation phone volume, you must do it during a call. Adjusting the volume at another time will affect the ring, notification, and MP3 sound levels. If Vibrate mode is activated, sound will be muted and the device will be vibrated automatically when an incoming call is received. The Vibrate icon (  ) will appear in the title bar to indicate that Vibrate mode is activated.

## 3.2 Making a Call

With your device, you can make a call from **Phone**, **Contacts**, **Speed Dial**, and **Call History**.

### Making a call from Phone

- On the Phone screen, tap the desired phone number, and tap the **Talk** button.



Phone Screen

**Tip** To delete an incorrect character, tap the Back arrow (  ), to delete all input character, hold the Back arrow.

### Making a call from Contacts

- Tap **Start > Contacts**.
- Tap the desired contact, and press the TALK button.
- You can also tap the desired contact in the contacts list, and select the phone number that you want to call. Or, tap and hold the desired contact, and on the shortcut menu, tap **Call Work**, **Call Home**, or **Call Mobile**.

### To specify the number to dial

By default, the mobile telephone number of a contact is dialed when you make a call from Contacts. However, you can specify that a different phone number is used instead.

1. Tap **Start > Contacts**.
2. Press NAVIGATION up or down to select the contact.

## Making a call from Call History

1. On the Phone screen, tap the **Call History** button.
2. Tap **Menu > Filter** and tap a category.
3. Scroll to the desired contact or phone number, and tap **Call**.

## Making a call from Speed Dial

Use Speed Dial to call frequently-used numbers with a single tap. Assign a phone number to one of dialing key, 2-9. For example, if you assign a contact to the location **2** in Speed Dial, you can simply tap and hold  on the Phone screen to dial the contact's number. Before you can create a Speed Dial entry, the number must already exist in Contacts.

### To create a Speed Dial entry

1. On the Phone screen, tap **Speed Dial**.
2. Tap **Menu > New**.
3. Tap a contact. Tap the phone number for which you want to create a Speed Dial. In the **Location** box, select an available location for the new Speed Dial.

**Note** Location **1** is generally reserved for your voice mail, and Speed Dial will designate the next available location by default. If you want to place a number in a position that is already occupied, the new number will replace the number that is already there.

**Tip** To delete a Speed Dial entry, in the **Speed Dial** list, tap and hold the desired entry, and tap **Menu > Delete**.

## 3.3 Receiving a Call

When you receive a phone call, a message will appear, giving you the option to either answer or ignore the incoming call.

### To answer or reject an incoming call

- To answer the call, tap **Answer**, or press the TALK button on the device.
- To reject the call, tap **Ignore**, or press the END button on the device.

### To end a call

Once an incoming or outgoing call is in progress, you can tap **End** or press END on the device to hang up.

## 3.4 In-call Options

### To put a call on hold

When you are on the phone and receive another incoming phone call, a message will appear, giving you the option to either accept or reject the call. If you are already on a call and accept the new call, you can choose to switch between the two callers, or set up a conference call between all three parties.

1. Tap **Answer** to take the second call, and put the first one on hold.
2. To end the second call and return to the first call, tap **End** or press the END button on your device.

## To switch between two calls

- Tap **Swap**.

## To set up a conference call

1. Either put a call on hold and dial a second number; or accept a second incoming call when you already have one in progress.
2. Tap **Conference**.

**Note** Not all service providers support conference calling. Contact your service provider for details.

## To turn on and off the Speakerphone

The built-in Speakerphone on your device allows you to talk hands-free or lets other people listen to the conversation.

- When speakerphone turns on, the speakerphone icon (  ) appears in the title bar.
- To turn off the speakerphone, tap **Speaker Off**, or press and hold TALK again until the speakerphone turns off.

## To mute a call

Listen to the active conversation, but your voice cannot be heard by the other parties of the call.

- During a call, tap **Mute**.
- When the microphone is turned off, the mute icon (  ) appears on the screen. Tap **Unmute** to turn on the microphone again.

## 3.5 Additional Dialing Information

### Making an emergency call

- Enter the international emergency number for your locale, and tap **Talk**.

**Tip** Additional emergency numbers may be included in your SIM card. Contact your service provider for details.

### Making an international call

1. Tap and hold  on the Phone keypad until the + sign appears. The + replaces the international prefix of the country that you are calling.
2. Input the full phone number you want to dial, and tap **Talk**. The full phone number includes country code, area code (without the leading zero, if any) and phone number.

# Chapter 4

## Synchronizing Your Device

**4.1 Using ActiveSync**

**4.2 Synchronizing Information**

**4.3 Synchronizing via Infrared and Bluetooth**

**4.4 Synchronizing Music, Video, and Pictures**



## 4.1 Using ActiveSync

**ActiveSync** synchronizes information on your device with information on your PC, such as Outlook content. ActiveSync can also synchronize over a wireless or cellular network with Microsoft Exchange Server, if your company or service provider is running Microsoft Exchange Server with Exchange ActiveSync. When you synchronize, ActiveSync compares the information on your device with the information on your PC and/or Exchange Server and updates all locations with the most recent information.

With ActiveSync, you can:

- Synchronize information, such as Outlook Email, Contacts, Calendar, or Tasks information on your device with your PC, as well as pictures, video, and music.
- Synchronize Outlook Email, Contacts, Calendar appointments, and Tasks on your device directly with Exchange Server so that you can stay up to date even when your PC is turned off.
- Exchange files between your device and your PC without synchronizing.
- Select which types of information are synchronized and specify how much information is synchronized. For example, you can choose how many weeks of past Calendar appointments to synchronize.

Before you can synchronize information with a PC, you must first install ActiveSync on your PC and create a synchronization relationship between your device and the PC. You can install ActiveSync from the Getting Started disc that comes with your device. ActiveSync is already installed on your device.

Once you have installed ActiveSync and set up a synchronization relationship, ActiveSync on the PC recognizes your device when you connect it, and automatically transfers the synchronization settings you specified on your device.

You may be able to synchronize your device with Exchange Server through your company or wireless service provider. If you plan to do so, obtain the name of the Exchange Server, your user name, password, and domain name from your administrator before starting the Sync Setup Wizard.

### To install and set up ActiveSync

1. Install ActiveSync on your PC, as described on the Getting Started disc. After Setup completes, the Sync Setup Wizard automatically starts when you connect your device to the PC.
2. Follow the instructions on the screen to complete the wizard. In the Sync Setup Wizard, do one or both of the following:
  - Create a synchronization relationship between your PC and the device.
  - Configure an Exchange Server connection to synchronize directly with Exchange Server.
3. Choose information types to synchronize.

**Note** When you finish the wizard, ActiveSync synchronizes your device automatically. Once synchronization completes, you can disconnect your device from your PC.

## 4.2 Synchronizing Information

When you connect your device to the PC using a USB or serial cable, an infrared connection, or a Bluetooth connection, ActiveSync will immediately synchronize. While the device is connected, ActiveSync synchronizes every time you make a change on either the PC or the device.

### To synchronize Outlook information

If you have set up a synchronization relationship between your device and the PC, synchronization keeps Outlook information up-to-date on both computers. ActiveSync synchronizes a limited amount of information by default to save storage space on your device. You can change the amount of information synchronized for a given information type in Settings for the information type.

You can set up your device to synchronize with more than one PC or with a combination of one or more PCs and Exchange Server. When synchronizing with multiple computers, the items that you synchronize will appear on all of the computers with which they are synchronized. For example, if you have set up synchronization with two PCs (PC1 and PC2), which have different items, and you synchronize Contacts and Calendar on the device with both computers, the result is as follows:

Location	New state
PC1	All Outlook contacts and calendar appointments that were on PC2 are now also on PC1.
PC2	All Outlook contacts and calendar appointments that were on PC1 are now also on PC2.
Device	All Outlook contacts and calendar appointments from both PC1 and PC2 are on the device.

**Note** Outlook email can be synchronized with only one computer.

### To start and stop synchronization

- To synchronize Outlook information and other local information on the PC, including media files, connect your device to the PC using Bluetooth or a cable or cradle.
- If you are synchronizing directly with Exchange Server, you can use this connection to the PC to "pass through" to the network, or you can synchronize without connecting to the PC over a cellular or Wi-Fi network.
- In ActiveSync, tap **Sync**. To end synchronization before it completes, tap **Stop**.

### To change which information is synchronized

1. In ActiveSync on the device, tap **Menu > Options**.
2. Do one or both of the following actions:
  - Select the check box for any items you want to synchronize. If you cannot select a check box, you might have to clear the check box for the same information type elsewhere in the list.
  - Clear the check box for any items you want to stop synchronizing.
3. To stop synchronizing with one PC completely, tap the PC and tap **Delete**.

**Notes** Outlook email can be synchronized with only one computer.  
To change available synchronization settings, select the type of information and tap **Settings**.

### To synchronize directly with Exchange Server

You can set up synchronization with Exchange Server on your device, if it is available to you through your company or wireless service provider. However, you should first ask your administrator for the following information and then carry on with the steps: Exchange Server name, your user name, password, and domain name.

1. In ActiveSync on the device, tap **Menu > Configure Server**. If you have not yet set up synchronization with Exchange Server, this will say **Add Server Source**.
2. In **Server address**, enter the name of the server running Exchange Server, and tap **Next**.
3. Enter your user name, password, and domain, and tap **Next**. To change the rules for resolving synchronization conflicts, tap **Advanced**.
4. Select the check boxes for the types of information items that you want to synchronize with Exchange Server.
5. To change available synchronization settings, select the type of information, and tap **Settings**.
6. Tap **Finish**.

### 4.3 Synchronizing via Infrared and Bluetooth

You can connect your device to the PC to synchronize using the local wireless technologies, such as Bluetooth. These technologies have almost similar but slightly differing requirements.

#### To synchronize with a PC via Bluetooth

1. Follow the instructions in ActiveSync Help on the PC for configuring Bluetooth on your PC to support ActiveSync.
2. On the device, tap **Start > Programs > ActiveSync**.
3. Tap **Menu > Connect via Bluetooth**. Make sure that Bluetooth is turned on at the device and the PC, and that they are within close range.
4. If this is the first time you have connected to this PC via Bluetooth, you must first complete the Bluetooth wizard on the device and set up a Bluetooth partnership between your device and the PC.

For more information about enabling and configuring Bluetooth, see Chapter 6.

**Note** You can also use the Sync Setup Wizard to set up the device to synchronize remotely with Exchange Server. This wizard is started when you connect your mobile device to your PC after installing ActiveSync on the PC.

### 4.4 Synchronizing Music, Video, and Pictures

If you want to carry your music or other digital media along with you along while you travel, ActiveSync works with Windows Media Player to synchronize music, video, and pictures with your device.

Other than selecting the Media information type in ActiveSync to be synchronized, all media synchronization settings must be set in Windows Media Player. Before media can be synchronized, following action should be taken:

- Install Windows Media Player Version 10 on the PC.
- Connect your device to the PC with a USB cable. If the device is currently connected using Bluetooth or infrared, you must end that connection before media can be synchronized.
- Insert a storage card into your device (32MB or larger is recommended).
- Set up a sync partnership between the storage card and Windows Media Player.

#### To change Media synchronization settings

Once you select the Media information type in ActiveSync to be synchronized, any of your favorite music, video, and picture files in Windows Media Player playlists can be synchronized. All you have to do is set up synchronization in Windows Media Player for those media files.

#### To set up a sync relationship with a storage card

1. Open Windows Media Player.
2. Click the **Sync** tab.
3. Select the storage card.
4. Click **Set up Sync**.

For information about using Windows Media Player on the device, refer to Chapter 8.

# Chapter 5

## Managing Your Pocket PC Phone

**5.1 Personalizing Your Pocket PC Phone**

**5.2 Adding and Removing Programs**

**5.3 Managing Memory**

**5.4 Backing Up Files**

**5.5 Protecting Your Device**

**5.6 Resetting Your Pocket PC Phone**



## 5.1 Personalizing Your Pocket PC Phone

### Today screen settings

The Today screen shows your upcoming appointments, active tasks, and information about email messages. You can customize the Today screen on your device.

### Customizing the Today screen

1. Tap **Start > Settings > Personal tab > Today**.
2. On the **Appearance** tab, select the desired theme for the background of the Today screen.
3. On the **Items** tab, select the items you want to appear on the Today screen.

**Tip** To change the order of items displayed on the Today screen, tap the item, and tap **Move Up** or **Move Down**.

### Adding a custom background image

You can use one of your own pictures as the background image on the Today screen. Be aware that pictures can affect the readability of text on the Today screen.

1. Tap **Start > Settings > Personal tab > Today**.
2. Select the **Use this picture as the background** check box, and tap **Browse** to view a list of your picture files.
3. Tap the file name of the picture you want to use.
4. Tap **OK**.

If you have a large number of appointments, you may want to specify the kind of appointments that are displayed on the Today screen.

1. Tap **Start > Settings > Personal tab > Today**.
2. Tap the **Items** tab.
3. Select **Calendar** and tap **Options**.
4. Do any of the following:
  - Select **Next appointment** to show only the next appointment in your schedule, or **Upcoming appointments** to show multiple appointments.
  - Clear the Display all day events check box if you do not want to display all-day events.

### To set options for displaying tasks on the Today screen

If you have a large number of tasks, you may want to specify what kind of tasks should be displayed on the Today screen.

1. Tap **Start > Settings > Personal tab > Today**.
2. Tap the **Items** tab.
3. Select **Tasks** and tap **Options**.
4. Do any of the following:
  - Under **Display number of**, select the type of tasks you want to appear on the Today screen.
  - In the **Category** list, select whether to display only tasks assigned to a specific category or to display all tasks.

### To customize the Start menu

You can choose which items appear in the **Start** menu.

1. Tap **Start > Settings > Personal tab > Menus**.
2. Select the check boxes of the items you want to appear in the **Start** menu. You can select up to seven items.

**Tip** You can also create folders and shortcuts to appear on the Start menu. In ActiveSync on your PC, click Explore. In the Mobile Device window, double-click **My Windows Mobile-Based Device > Windows > Start Menu**, then create the folders and shortcuts that you want. You will see the added items after you synchronize.

### To set Date / Time / Language / Regional Options

You can set up the correct date, time, language, and regional settings according to your use.

#### To set the time and date

1. Tap **Start > Settings > System tab > Clock & Alarms**.
2. Select the correct time zone and change the date or time.

**Note** During synchronization, the time on your device is updated with the time on your PC.

## To set an alarm

1. Tap **Start > Settings > System tab > Clock & Alarms > Alarms** tab.
2. Tap **<Description>** and enter a name for the alarm.
3. Tap the day of the week for the alarm. You can select multiple days by tapping each desired day.
4. Tap the time to open a clock and set the time for the alarm.
5. Tap the alarm icon (  ) to specify the type of alarm you want. You can choose a flashing light, a single sound, a repeating sound, or vibration.
6. To play a sound, tap the list next to the **Play sound** check box and tap the sound you want.

## To set the time and date for a different location

If you visit or communicate with someone in a particular time zone often, you can select it as your visiting time zone.

1. Tap **Start > Settings > System tab > Clock & Alarms**.
2. Tap **Visiting**.
3. Select the correct time zone and change the time or date.

## To change language and regional settings

The style in which numbers, currency, dates, and times are displayed is specified in regional settings.

1. Tap **Start > Settings > System tab > Regional Settings**.
2. On the **Region** tab, select your region and language.
3. The region you select determines which options will be available on the other tabs.
4. To customize settings further, tap the appropriate tabs and select the desired options.

## Personal and system settings

Your device may come with programs already assigned to hardware buttons. You can customize these buttons to open the programs you use most, or to perform certain shortcuts such as changing the screen orientation, opening the Today screen, or opening Input Panel.

## To reassign programs or shortcuts to program buttons

1. Tap **Start > Settings > Personal tab > Buttons**.
2. A list of buttons and their current assignments is displayed on the **Program Buttons** tab.
3. Tap the button you want to reassign. To help you identify the buttons, there are numbers and icons representing the original function of the button.
4. In the **Assign a program** box, tap the program or shortcut you want to assign.
5. Tap **OK**.

## To increase or decrease the size of text on the screen

1. Tap **Start > Settings > System tab > Screen > Text Size** tab.
2. Move the slider to increase or decrease the text size.

## To enter owner information

Entering and displaying owner information are best practices; they allow someone to return the device to you in case it is lost.

1. Tap **Start > Settings > Personal tab > Owner Information**.
2. On the **Identification** tab, enter your personal information.

**Tip** If owner information is displayed on the Today screen, you can open and edit the information directly from the Today screen. Just tap that section of the screen.

## To choose how to be notified by events or actions

1. Tap **Start > Settings > Personal tab > Sounds & Notifications**.
2. On the **Sounds** tab, choose a way you want to be notified by selecting the appropriate check boxes.
3. On the **Notifications** tab, in **Event**, tap an event name and choose how you want to be notified by selecting the appropriate check boxes. You can choose from several options, such as a special sound, a message, or a flashing light.

## To adjust the speed for scrolling

Pressing and holding NAVIGATION up or down (Up/Down control) scrolls through the items in a list.

1. Tap **Start > Settings > Personal tab > Buttons > Up/Down Control** tab.
2. Do one of the following actions:
  - Under **Delay before first repeat**, move the slider to shorten or lengthen the time that elapses before scrolling begins.
  - To change the time it takes to scroll from one item to the next, under **Repeat rate**, move the slider to adjust the speed.

## To find the operating system version number

The version of the operating system on your device will be listed near the top of the screen.

- Tap **Start > Settings > System tab > About**.

## To get detailed device information

- Tap **Start > Settings > System tab > About**.
- The **Version** tab displays important device information, including the type of processor and the amount of memory that is installed.

## To change the device name

1. Tap **Start > Settings > System tab > About**.
2. Tap the **Device ID** tab.
3. Enter a name.

**Note** The device name must begin with a letter, consist of letters from **A** to **Z**, numbers from **0** to **9**, and cannot contain spaces. Use the underscore character to separate words.

## Why is the device name important?

The device name is used to identify the device in the following situations:

- Synchronizing with a PC
- Connecting to a network
- Restoring information from a backup

**Note** If you synchronize multiple devices with the same PC, each device must have a unique name.

## To make the battery last longer

- Tap **Start > Settings > System tab > Power**. On the **Advanced** tab, you can specify when your device turns off to conserve battery power. For optimum conservation, specify 3 minutes or less.
- Use the AC adapter to plug your device into external power whenever possible, especially when using a MicroSD card or when using a modem or other peripherals.
- Adjust the backlight settings.

## To adjust the brightness of the backlight

1. Tap **Start > Settings > System tab > Backlight > Brightness** tab.
2. Move the sliders right to increase the brightness, or left to decrease the brightness.

## To set the backlight to dim after a time delay

1. Tap **Start > Settings > System tab > Backlight**.
2. Tap the **Battery power** tab, or the **External power** tab.
3. Select the **Turn off backlight if device is not used for** check box, and specify the time delay.

## Phone settings

You can customize phone settings, such as the ring type and ring tone to be used for incoming calls, and the keypad tone to be used when entering phone numbers.

## To change the ring tone

1. From the Phone keypad, tap **Menu > Options > Phone** tab.
2. In the **Ring tone** list, tap the sound you want to use.

**Tip** To use custom \*.wav, \*.mid, \*.mp3, or \*.wma files as ring tones, use ActiveSync on your PC to copy the file to the /Windows/Rings folder on your device. Then, select the sound from the Ring tone list. For more information about copying files to your device, see ActiveSync Help on your PC.

## To change the ring type

You can change the way that you are notified of incoming calls. For example, you can choose to be notified by a ring, a vibration, or a combination of both.

1. From the Phone keypad, tap **Menu > Options > Phone** tab.
2. In the **Ring type** list, tap the desired option.

## To change the keypad tone

You can change the tone you hear when entering a phone number on the keypad. If set to Long tones, the tone is heard continuously for as long as the number on the keypad is pressed. Use this setting if you are having trouble accomplishing tasks that rely on tones from your phone such as accessing messages from an answering machine. If set to Short tones, the tone is heard only for one or two seconds. If set to Off, no tone will be heard.

1. From the Phone keypad, tap **Menu > Options > Phone** tab.
2. In the **Keypad** list, tap the option you want.

## Phone services

Phone Services, such as Call Waiting, enable you to choose how to handle all incoming calls on your device.

## To choose the services

1. Tap **Start > Settings > Phone > Services** tab.
2. Tap the service you want to use and tap **Get Settings**.

## Networks

You can view available wireless networks, determine the order in which your device accesses another network if the current one is unavailable, and specify whether you want to change networks manually or automatically. For more information about network settings, see Help on your device.

## To change phone network settings

1. Tap **Start > Settings > Phone > Network** tab.
2. By default, your device displays the current network as offered by your service provider. You can customize to set your preferred network.

## To set preferred networks

1. Tap **Start > Settings > Phone > Network** tab. By default, **Network selection** field is set to **Automatic**. However, you can set it to **Manual** to choose your own network at any point of time.
2. Tap **Set Networks**.
3. Select the networks on the **Phone: Preferred networks** screen and sort them according to your preference.
4. Tap **OK**.

## 5.2 Add and Remove Programs

Before you purchase additional programs for your device, you should note the name of your device, the version of Windows Mobile software running on it, and the type of processor. This information will help you select a program that is compatible with your device. For more information, see “To get detailed device information” and “To find the operating system version number” in this chapter.

Programs available for purchase usually include a Setup program (commonly named “setup.exe”) that you must first install on your PC. You can then use ActiveSync to add programs to your device, or add a program directly from the Internet.

## To add programs

1. Download the program to your PC (or insert the CD or disk that contains the program into your PC). You may see a single **\*.exe** file, a **\*.zip** file, a Setup.exe file, or several versions of files for different device types and processors. Be sure to select a program designed for your device and processor type.
2. Read any installation instructions or documentation that comes with the program. Many programs provide special installation instructions.
3. Connect your device and PC.
4. Double-click the **\*.exe** file.
  - If the executable file is an installation wizard, follow the instructions on the screen. Once the program has been installed on your PC, the wizard will automatically transfer the program to your device.
  - If an installation wizard does not start, you will see an error message stating that the program is valid but that it is designed for a different type of computer. You will need to copy this program to your device. If you cannot find any installation instructions for the program, use ActiveSync to copy the program file to the Program Files folder on your device.

## To remove programs

You can only remove programs that you installed. Programs that come with your device cannot be removed.

1. Tap **Start > Settings > System tab > Remove Programs**.
2. In the **Programs in storage memory** list, select the program you want to remove, and tap **Remove**.
3. Tap **Yes**. If another confirmation message appears, tap **Yes** again.

## 5.3 Manage Memory

You may need to stop a program if it becomes unstable or the program memory is low.

### To see how much memory is available

- Tap **Start > Settings > System tab > Memory**.
- On the **Main** tab, the amount of memory allocated to file and data storage versus program storage is displayed, as well as the amount of memory in use versus the available memory.

### To see available storage card memory

You can see how much memory is available on a storage card that is inserted in your device.

1. Tap **Start > Settings > System tab > Memory**.
2. Tap the **Storage Card** tab.

**Tip** If you have previously inserted more than one storage card, tap the list box and then select the storage card which you want to see.

## To free up program memory

Try the following actions to free memory on your device:

- Close programs you are not currently using.
- Move email attachments to a storage card.
- Move files to a storage card. Tap **Start > Programs > File Explorer**. Tap and hold the file, and tap **Cut**. Browse to the storage card folder and tap **Edit > Paste**.
- Delete unnecessary files. Tap **Start > Programs > File Explorer**. Tap and hold the file, and tap **Delete**.
- Delete large files. To find your largest files, tap **Start > Programs > Search**. In the **Type** list, tap **Larger than 64 KB**, and tap **Search**.
- In Internet Explorer Mobile, delete temporary Internet files and clear history information. For more information, see “Internet Explorer Mobile” in Chapter 6.
- Remove programs you no longer use.
- Reset your device.

## To close a program

In most cases, programs automatically close to free memory, however, you can also close programs manually, if you prefer.

1. Tap **Start > Settings > System** tab > **Memory > Running Programs** tab.
2. In the **Running Programs** list, tap the program you want to close, and tap **Stop**.

**Tip** In most programs, you can also use the keyboard shortcut “Ctrl+Q” on the screen to close the program.

## 5.4 Back Up Files

You can back up files to your PC using ActiveSync, or copy files to a storage card you insert into your device. Your device has an expansion slot compatible with a range of mini secure digital (MicroSD).

Using ActiveSync, you can copy or move information from the PC to the device and vice versa. Changes you make to the information on one computer will not affect the information on the other computer. If you want to automatically update information on both your device and PC, synchronize the information instead. For more information about copying and synchronizing files, see ActiveSync Help on your PC.

### To copy files to a storage card

1. Push the storage card into the storage card slot until it clicks into place. The card is secure when it does not protrude from the base.
2. Tap **Start > Programs > File Explorer** and navigate to the appropriate folder.
3. Tap and hold the file you want to copy, and tap **Copy**.
4. Tap the folder list (labeled **My Documents** by default) and tap **Storage Card**.
5. Tap **Menu > Edit > Paste**.

## To copy a file using ActiveSync

Copying a file may result in separate versions of a file on your device and PC. Because the files are not synchronized, changes made to one file will not affect the other.

1. Connect your device to your PC.
2. In ActiveSync, click **Explore**, which opens the Mobile Device folder for your device.
3. In the Mobile Device folder, go to the file that you want to copy on your device or PC.
4. Do one of the following actions:
  - To copy the file to your device, right-click the file, and click **Copy**. Right-click the desired folder under Mobile Device, and click Paste.
  - To copy the file to your PC, right-click the file and click **Copy**. Right-click the desired folder on your PC, and click **Paste**.

## To save files on a storage card automatically

In the Word Mobile, Excel Mobile, and Notes programs, you may find it helpful to save all new documents, notes, and workbooks directly on a storage card.

1. From the program file list, tap **Menu > Options**.
2. With a storage card inserted in the device, in the **Save to** box, tap the appropriate storage card to automatically save new items on the storage card.
3. Tap **OK**.

**Note** In the file or note list, a storage card symbol is displayed next to the names of files saved on a storage card.

## 5.5 Protect Your Device

There are two kinds of security actions on your device. You can protect your phone from unauthorized use by assigning a type of password called a PIN (personal identification number). Or, you can prevent unauthorized access to any part of the device by using password protection.

Your first PIN will be given to you by your wireless service provider; you can change the PIN later.

You create your own password when you begin using your device.

### To protect your phone with a PIN

1. From the Phone keypad, tap **Menu > Options > Phone** tab.
2. Tap **Require PIN when phone is used**.
3. To change the PIN at any time, tap **Change PIN**.

**Tip** Emergency calls can be implemented at any time, without requiring a PIN.

## To protect your device with a password

You can keep your data more secure by requiring a password when the device is turned on.

1. Tap **Start > Settings > Personal tab > Lock**.
2. Select the **Prompt if device unused for** check box, and in the box to the right, select how long your device must be turned off before a password is required. In the **Password type** box, select the type of password you would like to use. Enter the password and, if necessary, confirm the password. If your device is configured to connect to a network, use a strong password to help protect network security.
3. On the **Hint** tab, enter a phrase which can help you remember your password, but cannot help others to guess your password. The hint will be displayed after the wrong password is entered four times.
4. Tap **OK**. The next time the device is turned on you will be prompted to enter your password.

**Notes** Each time a wrong password is inputted, the time the device takes to respond will get longer and longer until the device appears to be not responding.

If you forget your password, you must follow the instructions in your owner's manual to clear memory before you can access your device.

## To change your password

1. Tap **Start > Settings > Personal tab > Lock**. You will be prompted to enter your current password.
2. In the **Password** box, enter your new password.
3. On the **Hint** tab, enter a phrase which can help you remember your password, but cannot help others to guess your password. The hint will be displayed after the wrong password is entered four times.
4. Tap **OK**.

## To display owner information on the Today screen

Having your contact information displayed on the Today screen on startup allows for easy identification of the device in case it is lost.

1. Tap **Start > Settings > Personal tab > Owner Information**.
2. On the **Options** tab, select the **Identification information** check box.
3. On the **Options** tab, select the **Notes** check box if you want additional text displayed, such as: Reward if found.
4. On the **Notes** tab, enter the additional text.

**Tip** To display owner information on the Today screen, tap **Start > Settings > Personal tab > Today**. On the **Items** tab, select the **Owner Info** check box.

## 5.6 Reset Your Pocket PC Phone

Occasionally you may need to reset your Pocket PC Phone. A normal (or soft) reset of your device clears all active program memory and shuts down all active programs. This can be useful when the device is running slower than normal, or a program is not performing properly. A soft reset is also necessary after the installation of some programs. If a soft reset is performed when programs are running, unsaved work will be lost.

You can also perform a hard reset (also known as a full reset). A hard reset should be performed only if a normal reset does not solve a system problem. After a hard reset, the device is restored to its default settings — the way it was when you first purchased it and turned it on. Any programs you installed, data you entered, and settings you customized on the device will be lost. Only Windows Mobile software and other pre-installed programs will remain.

### To perform a soft reset

- Use the stylus to lightly press the RESET button on your device. The device restarts and displays the Today screen.

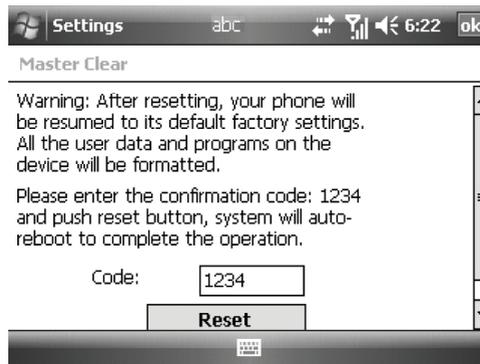
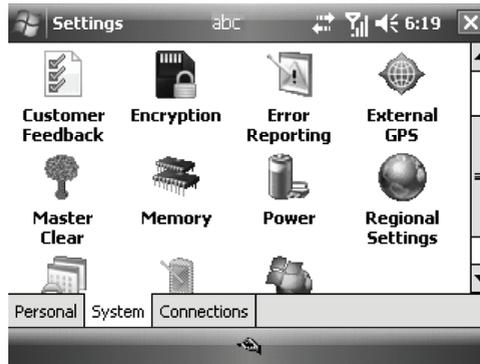


Reset button

**Warning!** Always turn off your device before performing a soft reset or installing/replacing the battery and SIM card.

## To perform a hard reset

1. Tap **Start > Settings > System tab > Master Clear**
2. On the **System** tab, select the **Master Clear** (🔑) icon
3. Proceed to enter the confirmation code: 1234 and push reset button, system will auto reboot to complete the operation.



**Warning!** After resetting, your phone will be resumed to its default factory settings. All user data and programs on the device will be lost.

# Chapter 6

## Getting Connected

**6.1 Connecting to the Internet**

**6.2 Internet Explorer Mobile**

**6.3 Using Bluetooth**

**6.4 Using Wireless Manager**



## 6.1 Connecting to the Internet

Your device is equipped with powerful networking functions that enable you to connect to the Internet through a General Packet Radio Service (GPRS) network or a Bluetooth modem or a WLAN network. The GPRS is a new non-voice value added service that allows information to be sent and received across a mobile telephone network. You can set up connections to the Internet or to a corporate network to browse the Internet, and exchange email or instant messages.

Your device has two groups of connection settings: **My ISP** (Internet Service Provider) and **My Work Network**. The My ISP settings are used to connect to the Internet, while My Work Network settings can be used to connect to any private, corporate network.

### To connect to the Internet via ISP

1. Obtain the following information from your ISP:
  - ISP server phone number
  - User name
  - Password
  - Access point name (required for **GPRS** connection)

2. Tap **Start > Settings > Connections tab > Connections.**
3. Tap **Add a new modem connection.**
4. Enter a name for the connection.
5. Select a modem from the list. For example, if you want to use the mobile phone network, select **Cellular Line.**
6. Tap **Next.**
7. Complete the connection wizard by entering the required information and tap **Finish.**



Connection Setting

**Notes** To view additional information for any screen, tap **Help**. To modify connection settings, tap Manage existing connections on the Connections screen, and complete the connection wizard.

### To connect to a private network

1. Obtain the following information from your network administrator:
  - Server phone number
  - User name
  - Password
  - Domain (If provided **by** an ISP or a network administrator)
2. Tap **Start > Settings > Connections tab > Connections.**
3. In **My Work Network**, follow the instructions for each type of connection.
4. Complete the connection wizard, then tap **Finish.**

**Note** To start browsing the Internet or private network, tap **Start > Internet Explorer.**

### Reset or modify the network card settings on your device

1. Tap **Start > Settings > Connections tab > Wi-Fi.**
2. Select the **Network Adapters** tab.
3. In the **My network card connects to** list, select the appropriate item:
  - To connect to the Internet using your ISP or WLAN for browsing web page with Internet Explorer, select **The Internet.**
  - To connect to a private network and browse the shared folder on the network with File Explorer, select **Work.**

4. In the **Tap an adapter to modify settings** field, select the appropriate adapter.
5. When select a network card and enter the settings screen, it is needed to configure the required settings. On the **IP Address** tab, select **Use specific IP address** and enter the required information. Contact your ISP or network administrator to obtain the IP address, Subnet mask, and Default gateway.
6. On the **Name Servers** tab, configure the DNS and WINS settings. Servers that require an assigned IP address may also require a way to map computer names to IP addresses. DNS and WINS are the resolution options supported on your device.

## 6.2 Internet Explorer Mobile

Internet Explorer Mobile is a full-featured Internet browser, optimized for use on your mobile device.

### To start Internet Explorer Mobile

- Tap **Start > Internet Explorer**.

### To choose a Home page

1. In Internet Explorer Mobile, tap **Menu > Tools > Options > General** tab.
2. Do one of the following:
  - To use the displayed page as your Home page, tap **Use Current**.
  - To use the default Home page, tap **Use Default**.

**Tip** To go to your Home page, tap **Menu > Home**.

### To transfer favorites from your PC

To transfer the favorites saved on PC to your device by synchronizing the Internet Explorer favorites on PC with device.

1. In ActiveSync on your PC, on the Tools menu, click **Options**, and select **Favorites**.
2. In Internet Explorer on PC, save or move favorite links to the Mobile Favorites subfolder in the Favorites list.
3. Connect your mobile device to PC. If synchronization does not start automatically, click **Sync**.

### To add a favorite

1. In Internet Explorer Mobile, go to the page preferred.
2. Tap and hold the page, and tap **Add to Favorites**.
3. Confirm or change the name, and select a folder for saving the favorite.

### To delete a favorite or folder

1. In Internet Explorer Mobile, tap **Menu > Favorites > Add/Delete** tab.
2. Select the item desired to delete, and tap **Delete**.

### To change the size of text on Web pages

- In Internet Explorer Mobile, tap **Menu > View > Text Size**, and tap the size preferred.

### To show or hide pictures on Web pages

- In Internet Explorer Mobile, tap **Menu > View > Show Pictures**. A check mark next to **Show Pictures** indicates that pictures will be displayed on Web pages.

### To change how Web pages fill the screen

1. In Internet Explorer Mobile, tap **Menu > View**.
2. Tap one of the following:
  - **One Column**. Arrange the content into one column as wide as the screen for rarely scrolling horizontally.
  - **Fit To Screen**. Maintain a layout similar to what you see on a desktop computer, which makes items smaller and arranges the content so as to view most of it without having to scroll horizontally.
  - **Desktop**. Keep the same layout and size as on a desktop computer, which needs to scroll horizontally and vertically.

### To clear the History list

1. In Internet Explorer Mobile, tap **Menu > Tools > Options > Memory** tab.
2. Tap **Clear History**.

### To save a picture from a Web page

1. In Internet Explorer Mobile, tap and hold the picture, and tap **Save Image**.
2. Do one of the following:
  - To save the picture in **My Pictures** on your device, tap **Yes**.
  - To save the picture in another location, such as a storage card, tap **Save As**.

### To change cookies and security settings

Internet Explorer Mobile supports the protocols used by Secure Sockets Layer (SSL). A connection that uses SSL helps you to send personal information more safely.

Cookies are small files containing information about your identity and preferences so that a page can tailor information to your needs. The page sends the file, and it is saved on your mobile device.

1. In Internet Explorer Mobile, tap **Menu > Tools > Options > Security** tab.
2. Select the check boxes for the options desired, and tap **OK**.

**Tip** To prevent Internet Explorer Mobile from accepting any cookies, deselect the check box of **Allow cookies**.

### To delete temporary Internet files

Some Web content is saved to speed up the display of pages for frequent visit and already seen or delete these files to free storage space.

1. In Internet Explorer Mobile, tap **Menu > Tools > Options... > Memory** tab.
2. Tap **Delete Files**. All pages saved on your device, including offline favorites content, will be deleted.

**Tip** To end the GPRS session initiated from the Internet Explorer Mobile browser, press and hold the End (Call Hang up) button until the GPRS connection is closed.

## 6.3 Using Bluetooth

Bluetooth is a short-range wireless communications technology. Devices with Bluetooth capabilities can exchange information over a distance of about 10 meters without requiring a physical connection. You can even beam information to a device in a different room, as long as it is within the Bluetooth signal coverage range.

The software included with your device makes Bluetooth available in the following ways:

- Beam information, such as files, appointments, tasks, and contact cards, between Bluetooth-enabled devices.
- Create a dial-up modem connection between your device and a Bluetooth-enabled phone for transferring data via the Bluetooth phone as a modem.

### To turn on or off Bluetooth on your device

1. On your device, tap **Start > Settings > Connections tab > Bluetooth**.
2. Select the **Turn on Bluetooth** check box and the **Make this device discoverable to other devices** check box in Mode tab.
3. Tap **OK**.

### Bluetooth modes

Bluetooth on your device operates in three different modes:

- **On.** Bluetooth is turned on and ready for use.
- **Off.** Bluetooth is turned off and not to send or receive information via Bluetooth. Sometimes it is needed to turn the radio off for saving battery, or prohibited to use your device by law, such as on an aircraft or in the hospital.
- **Discoverable.** While Bluetooth is turned on, all other Bluetooth-enabled devices within a range of 10 meters can detect your device.

**Note** By default, Bluetooth is turned off. If turn it on, then turn off your device, Bluetooth will be turned off. When turn on your device again, Bluetooth will automatically be turned on.

### To make your device discoverable

1. Tap **Start > Settings > Connections tab > Bluetooth**.
2. Select the **Turn on Bluetooth** check box and the **Make this device discoverable to other devices** check box in Mode tab
3. Tap **OK**.

**Note** To Select the **Make this device discoverable to other devices** check box also turns on Bluetooth.

### Bluetooth partnerships

A Bluetooth partnership is a relationship that is created between your device and another Bluetooth-enabled device in order to exchange information in a secure manner. To create a partnership between two devices involves entering the same personal identification number (PIN) or Passkey on both devices. To create a partnership between two devices is a one-time process. Once a partnership is

created, the devices can recognize the partnership and exchange information without entering a PIN again. Make sure the two devices are within a range of 10 meters from one another with Bluetooth on and discoverable.

### To create a Bluetooth partnership

1. On your device, tap **Start > Settings > Connections** tab > **Bluetooth**.
2. On the Devices tab, tap **Add new device**. Your device searches for other Bluetooth devices and lists them in the box.
3. Tap the desired device name in the box.
4. Tap **Next**.
5. Enter a passkey to establish a secure connection. (The passkey must be between 1 and 16 characters.)
6. Tap **Next**.
7. Enter the same passkey on the other device, and possibly to edit and enter a new name for the other device.
8. Tap **Finish**.

### To accept a Bluetooth partnership

1. Ensure that Bluetooth is turned on and in discoverable mode.
2. Tap **Yes** when portended to establish a partnership with the other device.
3. Enter a passkey (the same passkey that is entered on the device requesting the partnership) to establish a secure connection. The passkey must be between 1 and 16 characters.
4. Tap **Next**.
5. Tap **Finish** to start exchanging information with the other device.

### To rename a Bluetooth partnership

1. Tap **Start > Settings > Connections** tab > **Bluetooth**.
2. Tap and hold the partnership on the **Devices** tab.
3. On the shortcut menu, tap **Edit**.
4. Enter a new name for the partnership.
5. Tap **Save**.

### To delete a Bluetooth partnership

1. Tap **Start > Settings > Connections** tab > **Bluetooth**.
2. Tap and hold the partnership on the **Devices** tab.
3. Tap **Delete** from the shortcut menu.

### To beam information using Bluetooth

1. On the device, tap and hold an item to beam. The item could be an appointment in your calendar, a task, a contact card, or a file.
2. Tap **Beam [type of item]**.
3. Tap the device name to which you want to send the beam. The item is beamed to the device you selected.

**Note** If the device you want to beam to does not appear in the box, make sure that it is turned on, discoverable, and within close range (10 meters) of your device.

## To use a Bluetooth device as a modem

A Bluetooth-enabled device can be used as a modem for your device, which can create a Bluetooth modem connection on your device and then send information to another device. The device relays the information over the network and then sends back to your device any information that you had requested over the connection.

Once a modem connection is created, it can be reused as a modem for any time. Make sure that your device and the destination device are turned on with Bluetooth on and the devices within close range.

## To configure and use a Bluetooth device as a modem

1. On your device, tap **Start > Settings > Connections** tab > **Connections**.
2. Tap **Add a new modem connection**.
3. Enter a name for the connection.
4. In the **Select a modem** list, tap **Bluetooth**.
5. Tap **Next**.
6. If the device appears in the **My Connection** list, skip to step 11.
7. If the device does not appear in the **My Connection** list, tap **New**, and follow the remaining steps.
8. Select the device name from the list and tap **Next**.
9. Enter a passkey and tap **Next**.
10. Enter the same passkey on the device and tap **Finish**.
11. In the My Connections list, tap the device and tap **Next**.
12. Enter the phone number to dial for this connection and tap **Next**.
13. Enter the required logon information for this connection and tap **Finish**. You can start using this service for the program needed the Bluetooth connection, such as Inbox on your device, to send and receive email, or Internet Explorer to browse the Web.

## 6.4 Using Wireless Manager

**Wireless Manager** helps you to manage Wi-Fi Internet and Bluetooth connections on your device, besides to control the phone's ringer/mute function; and start ActiveSync to synchronize (see Chapter 4 for detailed information).

Use the device's Power Save Mode can make optimal use of the battery under the WLAN networking environment, view a variety of data related to the current configuration and signal quality, and increase network security.

To enable the Wi-Fi function of Wireless Manager on your device, it is needed to access broadband Internet, and the necessary access point or router that emits WLAN signals. If no access, please consult your ISP before enable Wi-Fi.

### To connect to a Wi-Fi network

1. Tap **Start > Settings > Connection** tab > **Wireless Manager**, or tap the Wireless Manager icon (  ) on the Today screen, to open Wireless Manager panel.

2. Tap the Wi-Fi button to turn on/off the wireless function. The Wi-Fi icon indicates the wireless status.  
 : Wi-Fi is turned on.  : Wi-Fi is turned off.
3. On the Wireless Manager screen, tap **Menu > Wi-Fi Settings** to configure the required settings. When the configuration is completed, connect to a Wi-Fi network using your device.

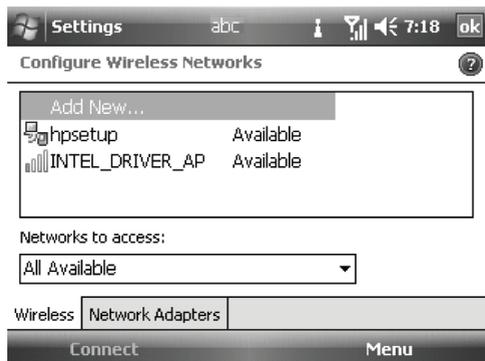
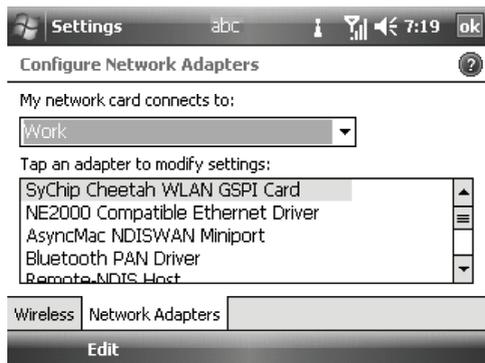
### To check the Wireless LAN status

You can check the current wireless connection status from the following the screens of your device:

- **Today screen.** Tap on (  ) to open the Wireless Manager screen to check for the Wi-Fi status



- **Configure Wireless Networks screen.** Tap **Start > Settings > Connections** tab > **Wi-Fi**. This screen displays the wireless networks currently available, and could be added new ones.



**Note** Wi-Fi network is self-discoverable, meaning that no additional steps are required for the phone to connect to a Wi-Fi network. However, it may be necessary to provide a username and password for certain closed wireless network.

# Chapter 7

## Exchanging Messages and Using Outlook

**7.1 Email and Text Messages**

**7.2 MMS Messages**

**7.3 Windows Live Messenger**

**7.4 Calendar**

**7.5 Contacts**

**7.6 Tasks**

**7.7 Notes**



## 7.1 Email and Text Messages

**Messaging** is where all of your email accounts and text message account are located. You can send and receive Outlook email, Internet email through an Internet service provider (ISP), and text messages, including accessing email from work using a VPN connection. For more information about email and text messages, see Help on the device.

### To set up an email account

Before send and receive mail, it is needed to set up an email account from your Internet service provider (ISP) or an account that you access using a VPN server connection (typically a work account).

1. Tap **Start > Messaging**.
2. Tap **New Email Account**.
3. Enter your email address, then tap **Next**. **Auto configuration** attempts to download necessary email server settings so as not to enter them manually.
4. Once **Auto configuration** is finished, tap **Next**.
5. Enter your name (the name you desired when send email), user name, and password; then tap **Next**. Select the **Save Password** for you to save password so as not to enter it again.

If **Auto configuration** is successful, the **Your name** and **User name** fields automatically get filled. Tap **Next**, then **Finish** to complete setting up your account, or tap **Options** to access additional settings. For example:

- Change the time intervals for downloading new messages.
- Limit the amount of messages downloaded and the authentication method for outgoing mails.
- Download attachments or parts of messages.

If **Auto configuration** is unsuccessful or you have not an account you access using a VPN server connection, please contact your ISP or network administrator for the following information and enter it manually:

Setting	Description
<b>User name</b>	Enter the user name from your ISP or network administrator. It is often the first part of your email address, which appears before the sign of (@).
<b>Password</b>	Choose a strong password. You could save password so as not to enter it for each time of connecting to email server.
<b>Domain</b>	Not required for an account with an ISP. May be required for a work account.
<b>Account type</b>	Select POP3 or IMAP4.
<b>Account name</b>	Enter a unique name for the account, such as Work or Home. This name cannot be changed later.
<b>Incoming mail server</b>	Enter the name of your email server (POP3 or IMAP4).
<b>Outgoing mail server</b>	Enter the name of your outgoing email server (SMTP).
<b>Require SSL connection</b>	It ensures that you always send email from this account using an SSL connection, which enables you to receive personal information more securely. Note that if you select this option but your ISP does not support an SSL connection, you will not be able to send email.
<b>Outgoing mail requires authentication</b>	It occurs when outgoing email server (SMTP) requires authentication, and your user name and password above will be used.
<b>Use separate settings</b>	It occurs when outgoing email server requires a different user name and password from the ones you entered before.
<b>Outgoing Server Setting:</b>	
<b>User name</b>	Enter your user name for the outgoing email server.
<b>Password</b>	Enter your password for the outgoing email server.
<b>Domain</b>	Enter the domain of the outgoing email server.
<b>Require SSL for outgoing mail</b>	It ensures that you always send email from this account using an SSL connection, which enables you to send personal information more securely. Note that if you select this option but your ISP does not support an SSL connection, you will not be able to send email.

**Tip** You can set up several email accounts in addition to your Outlook Email account.

### To compose and send a message

1. In the message list, tap **Menu > Go to** and select an account.
2. Tap **New**.
3. Enter the email address or text message address of one or more recipients, separating them with a semicolon. To access addresses and phone numbers from Contacts, tap **To**.
4. Enter your message. To quickly add common messages, tap **Menu > My Text** and tap a desired message.
5. To check the spelling, tap **Menu > Spell Check**.
6. Tap **Send**.

**Tips** To enter symbols, tap **Shift** using the on-screen keyboard. To set the priority, tap **Menu > Message Options**. If working offline, email messages are moved to the Outbox folder and will be sent the next time you connect. If sending a text message and want to know whether it is received, before that, tap **Menu > Tools > Options**, and then tap **Text Messages** and select the **Request delivery notifications**.

### To reply to or forward a message

1. Open the message and tap **Reply**, or **Menu > Reply > Reply All**, or **Menu > Reply > Forward**.
2. Enter your response. To quickly add common messages, tap **Menu > My Text** and tap a desired message.
3. To check the spelling, tap **Menu > Spell Check**.
4. Tap **Send**.

**Tips** To see more header information, scroll up.

Always reply or forward with the original message, from the list view, tap **Menu > Tools > Options > Message** tab, and select the **When replying to email, include body**.

In the Outlook Email account, you will send less data if do not edit the original message, which may reduce data transfer costs based on your rate plan.

### To add an attachment to a message

1. In an open message, tap **Menu > Insert and tap the item you want to attach: Picture, Voice Note, or File**.
2. Select the file, picture or voice note desired to attach.

### To receive attachments

An attachment sent with an email message or downloaded from the server appears below the subject of the message. Tapping the attachment to open it after it has been fully downloaded, or mark it for downloading the next time you send or receive email. With an Exchange Server mail account, you can also download attachments automatically.

If you have an Outlook Email account, do the following:

1. Tap **Start > Programs > ActiveSync**.
2. Tap **Menu > Options....**
3. Tap **Email > Settings**, then select **Include File Attachments**.

If you have an IMAP4 Email account with an Internet service provider (ISP) or an account that you access using a VPN server connection (typically a work account), do the following:

1. Tap **Start > Messaging**.
2. Tap **Menu > Tools > Options**.
3. Tap the name of the IMAP4 account.
4. Tap **Next** until reach **Server information**, and tap **Options**.
5. Tap **Next** twice, and select **Get full copy of messages** and **When getting full copy, get attachments**.

**Tip** Save attachments on a storage card rather than on the device, tap **Menu > Tools > Options > Storage** tab, and select the **Store** attachments on a storage card.

## Downloading messages

The manner in which you download messages depends on the type of account you have:

- To send and receive email for an Outlook Email account, begin synchronization through ActiveSync. For more information, see “Synchronizing Outlook information” in Chapter 4.
- To send and receive email messages for an email account that you have with an Internet Service Provider (ISP) or that you access using a VPN server connection (typically a work account), download messages through a remote email server. For more information, see “Download messages from the server” later in this chapter.
- Text messages are automatically received when your phone is turned on. When your phone is turned off (in flight mode), messages will be held by your service provider until the next time your phone is turned on.

### To download messages from the server

To send and receive email messages for an email account that you have with an Internet Service Provider (ISP) or that you access using a VPN server connection (typically a work account), your device firstly needs to connect to the Internet or your corporate network, depending on the account.

1. Tap **Menu > Go To** and tap the account desired to use.
2. Tap **Menu > Send/Receive**. The messages on your device and email server are synchronized: new messages are downloaded to the Inbox folder of device, and messages in the Outbox folder are sent, and messages deleted from the server are removed from the Inbox folder.

**Tips** Read the entire message, tap **Menu > Download Message** while in the message window. If in the message list, tap and hold the message, and tap **Menu > Download Message**. The message will download the next time you send or receive email. This will also download message attachments if you selected those options when you set up the email account.

## Managing folders

Each Messaging account has its own folder hierarchy with five default Messaging folders: Inbox, Outbox, Deleted Items, Drafts, and Sent Items. The messages you receive and send through the account are stored in these folders. You can also create additional folders within each hierarchy. The Deleted Items folder contains messages that have been deleted on the device. The behavior of the Deleted Items and Sent Items folders depends on the Messaging options you have chosen.

With an Outlook Email account, email messages in the Inbox folder in Outlook will be synchronized automatically with your device. You can synchronize additional folders by designating them for synchronization. The folders you create and the messages you move will then be mirrored on the email server. For example, if you move two messages from the Inbox folder to a folder named Family, and have designated Family for synchronization, the server will create a copy of the Family folder and copy the messages to that folder. You can then read the messages while you are away from your PC.

With a text message account, messages are stored in the Inbox folder.

With a POP3 account, move email messages to a folder you created, the link is broken between the messages on the device and their copies on the email server. When the next time you connect, the email server will detect that the messages are missing from the Inbox folder on the device and delete them from the email server, which prevents from having duplicate copies of a message, but also means that you will no longer have access to messages that you move to folders created from anywhere except the device.

With an IMAP4 account, the folders you create and the email messages you move are mirrored on the email server. Therefore, messages are available for you whenever you connect to email server no matter from device or PC. This synchronization of folders occurs whenever you connect to email server, create new folders, or rename/delete folders when connected. You can also set different download options for each folder.

## 7.2 MMS Messages

Creating and sharing MMS messages with your friends and family is easy with your device. You can even use the device camera to capture photos and video clips while composing a new MMS message, and send them via your message.

### To set up MMS

Before use MMS, you have to configure the required settings on device.

## To access MMS

- Tap **Start > Messaging > MMS**.

**Note** You can also send an MMS message directly from the Pictures & Videos or Camera programs. Do one of the following:

- Select a picture from My Pictures, and tap **Menu > Send**. In **Select an account**, tap **MMS**.
- Capture a photo or an MMS video clip using the camera, and tap **Send**. In **Select an account**, tap **MMS**.

## To set up a MMS account

- To set up your default MMS Messaging account, tap **Start > Messaging > MMS**.

## Managing MMS messages

After configuring the required settings, you can start to compose and manage your MMS messages.

## To start composing an MMS message

Compose MMS messages in a combination of various slides, where each slide can consist of a photo, audio or video clip, and/or text.

1. Tap **Start > Messaging > MMS**.
2. Tap **Menu > New**, then enter **Choose a MMS** tab.
3. In **To**, enter the recipient's phone number or email address directly, or tap **To**, **Cc**, or **Bcc** to choose a phone number or an email address from Contacts.
4. Enter a subject for your message.
5. Tap the Insert icon (  ) to select and send a photo or video clip. By default, it will open My Pictures folder. For any other folder containing pictures or videos, tap the Down arrow (  ) of corresponding My Pictures folder.
6. Select a photo or video clip. When select, you can:
  - Tap  to view all files in My Pictures folder by list.
  - Tap  to view all files in My Pictures folder by thumbnail.
  - Tap  to view it.
  - Tap  to enter the photo mode of camera.
  - Tap  to enter the video mode of camera.
  - Tap photo or video directly to insert it into the MMS message you are composing.
  - Tap it again and back to My Pictures folder for replacement.
  - Tap and hold the thumbnail to display a shortcut menu containing the options: **Add to Message**, **Large View**, **File Info** and **Delete**. Select **Add to Message** add the file to the MMS message you are composing; Select **Large View** to view the file in large screen; Select **File Info** to display the file information; select **Delete** to remove the selected photo or video clip.
7. Enter text and insert audio clips by tapping the respective areas.
8. Tap **Send** to send the message.

**Note** The following icons act as shortcuts to some of the operations on the MMS Message screen:

- Tap  to preview your message
- Tap  to go to the previous slide
- Tap  to go to the next slide

### To create a MMS message from a template

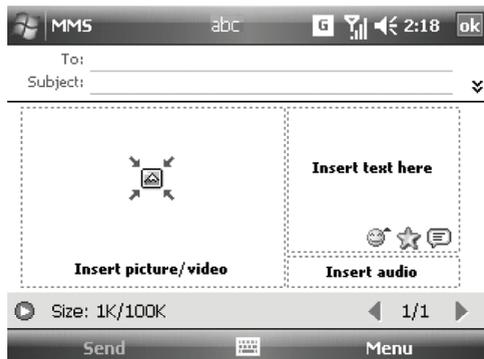
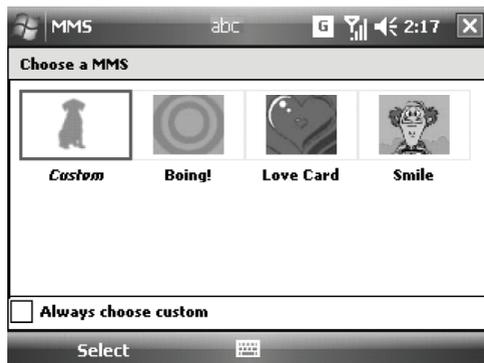
- Tap **Menu > Template > New from Template** to compose a message using a pre-made template.

**Note** To save a message as a template, open the message and tap **Menu > Template > Save as Template**.

### To add predefined text strings to a MMS message

You can instantly add text to any slide from a list of predefined words or phrases, called My Text.

- Tap  to add a text string from My Text list.
- To edit or delete a phrase on My Text list, tap and hold a string, then tap **Edit** or **Delete** from the shortcut menu. To create and add a new phrase to the list, tap **New**.



## To add an audio clip to a MMS message

You can add audio clips to your MMS message. However, you can add only one audio clip per slide.

1. Tap **Insert audio**. By default, it will open My Sounds folder. For any other folder containing audio, tap the Down arrow (▼) of corresponding My Sounds folder.
2. Select an audio file. When selected, you can:
  - Tap  to play the audio clip.
  - Tap  to pause.
  - Tap  to stop.
  - Tap audio directly to insert it into your MMS message.
  - Tap it again and back to My Pictures folder for replacement.
  - To record a new audio clip and add it to your MMS message, tap  to activate the recording control mode for a new audio clip. Select **Record** to start recording, and tap **Stop** to stop recording, then tap **Done** to insert new audio clip automatically into your MMS message.

## To reply to a MMS message

- Tap **Menu > Reply** to reply to the sender of the message, or tap **Menu > Reply All** to reply to all persons listed in To, Cc, and Bcc of the message.

## To view a MMS message

You can view MMS messages in several ways.

- Use the playback controls , , and .
- Tap **Objects** to see a list of files included in the message. To save a file, select it, and tap **Menu > Save**.
- View the slides manually by scrolling through the message using the NAVIGATION control.

## To set advanced options for a MMS message

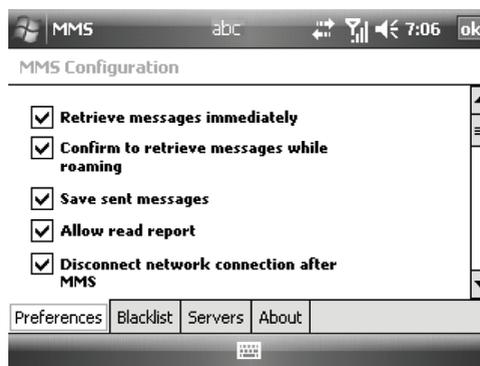
- Tap **Menu > Options > Background** to choose a background color from the list.
- Tap **Menu > Options > Text Layout > Text on the left** to align the included text to appear on the left of the message.
- Tap **Menu > Options > Text Layout > Text on the right** to align the included text to appear on the right of the message.
- Tap **Menu > Options > Send Options** to configure and manage the Delivery time, Expiration, priority, and other settings for a message.

## To change MMS settings

You can set options to keep track of your messages, retrieve messages immediately, accept or reject messages, and request a delivery or read report. You can also specify a resolution for images you send, message delivery attempts, and set up a server to access messages.

## To configure MMS settings

1. Tap **Start > Messaging**.
2. Tap **Menu > Options > Accounts** tab > **MMS**, enter the **MMS Configuration** information.
3. Select any of the following:
  - **Retrieve messages immediately**. Select this option to download new messages automatically without being notified. (Typically, when connect to a network, you will receive a notification whenever you device receives a new message.) You can also choose to download messages when you are on your home network only.
  - **Confirm to retrieve messages while roaming**. Select this option to retrieve messages while your device is roaming.
  - **Save sent messages**. Select this option to save a copy of sent messages.
  - **Allow read report**. Select this option to send and receive read reports.
  - **Disconnect network connection after MMS**. Select this option to. Disconnect the network connection after receive MMS completely.
  - **Blacklist**. On this tab, you can set the name list not to send or receive message
  - **Servers**. On this tab, you can create a new server or select an existing one from the list to store and manage your messages, also set a server as default by tapping **Set As Default**.
  - **About**. Select a value from this list to choose the resolution for images that you send. Decreasing the original resolution helps speed up the sending and receiving of messages.



## 7.3 Windows Live Messenger

**Windows Live Messenger** delivers the features of Windows Live Messenger to your mobile device. With Windows Live Messenger you can do the following:

- Send and receive instant messages.
- See which contacts are online or offline.
- Set status to update for selected contacts so as to know when they are online.
- Block contacts from seeing your status or sending you messages.

Before use Windows Live Messenger, your device must be connected to the Internet. For information about setting up an Internet connection, see “Connecting to the Internet” in Chapter 6.

**Note** You must have either a Microsoft .NET Passport or Hotmail account to use Windows Live Messenger. If you have a Hotmail.com or MSN.com email address, you already have a Passport. To get a Passport account, go to <http://www.passport.com>. To get a Hotmail account, go to <http://www.hotmail.com>.

### To start Windows Live Messenger

Tap **Start > Programs > Messenger**.



### To sign in or out

- To sign in, tap  on Windows Live Messenger screen to select the status. Enter the email address and password for your Passport or Hotmail account, and tap **Sign In**. Signing in may take several minutes, depending on your connection speed.
- To sign out, tap **Menu > Sign Out**. Your status changes to **Offline**.

### To add or delete contacts

- To add a contact, tap **Menu > Add new Contact**, and follow the instructions on the screen.
- To delete a contact, tap and hold the contact's name, and tap **Contact options > Remove Contact**.

## To send an instant message

1. Tap the contact to whom you wish to send a message.
2. Enter your message in the text entry area at the bottom of the screen, and tap Send.

**Tip** To quickly add common phrases, tap **Menu > My Text** and select a phrase in the list.

## To block or unblock contacts

- To block a contact from seeing your status and sending you messages, tap and hold the contact, then tap **Block** from the shortcut menu.
- To unblock a contact, tap and hold the name of the blocked contact, then tap **Unblock** from the shortcut menu.

## To check your own Messenger status

- Tap and hold your own name at the top of the page. Your current status is indicated in the displayed list by a bullet point.

## To change your display name

1. Tap **Menu > Change appearance**.
2. Enter the name you want to display to others in Windows Live Messenger.

## 7.4 Calendar

Use **Calendar** to manage appointments, including meetings or other events. Your appointments for the day can be displayed on the Today screen. If use Outlook on your PC, you can synchronize appointments between your device and PC. You can also set Calendar to remind you of appointments with a sound or flashing light, for example.

You can look at your appointments in several different views (Day, Week, Month, Year, and Agenda). To see detailed appointment information in any view, tap the appointment.

## To schedule an appointment

1. Tap **Start > Calendar**.
2. Tap **Menu > New Appointment**.
3. Enter a name for the appointment, and starts and ends time.
4. To schedule an all-day event, in the **All Day** box, select **Yes**.
5. When finished, tap **OK** to return to the calendar.

**Notes** All-day events do not occupy blocks of time in Calendar; instead, they appear in banners at the top of the calendar. To cancel an appointment, tap the appointment and tap **Menu > Delete Appointment**.

**Tip** To have the time entered automatically in Day view, tap the time slot for the new appointment, and tap **Menu > New Appointment**.

## To send a meeting request

Use Calendar to arrange meetings via email with contacts who use Outlook or Outlook Mobile.

1. Tap **Start > Calendar**.
2. Create a new appointment, or open an existing one and tap **Edit**.
3. Tap **Attendees**.
4. Tap the name of the contact you want to invite.
5. To invite each additional attendee, tap **Add** and tap the name.
6. Tap **OK**.
7. The meeting request will be sent to the attendees the next time you synchronize your device with your PC.

**Note** When attendees accept your meeting request, the meeting is automatically added to their schedules. When their response is sent back to you, your calendar is updated as well.

## To set a default reminder for all new appointments

You could have a reminder automatically turned on for all new appointments you made.

1. Tap **Start > Calendar**.
2. Tap **Menu > Tools > Options > Appointments** tab.
3. Select the **Set reminders for new items**.
4. Set the time when desired to remind you.
5. Tap **OK** to return to the calendar.

## 7.5 Contacts

**Contacts** is your address book and information storage for people and businesses you communicate with. Use contacts to store phone numbers, email addresses, home addresses, and any other information that relates to a contact, such as a birthday or an anniversary date, besides also add a picture or assign a ring tone to a contact.

From the contact list, you can quickly communicate with people. Tap a contact in the list for a summary of contact information to make a call or send a message.

If use Outlook on PC, you can synchronize contacts between your device and PC.

### To create a contact

1. Tap **Start > Contacts**.
2. Tap **New** and enter the contact information.
3. When finished, tap **OK**.

**Tips** If someone who is not in your list of contacts calls you or sends you a message, you can create a contact from Call History, or from the message by tapping **Menu > Save to Contacts**. In the list of contact information, you'll see where you can add a picture or assign a ring tone to a contact.

## To change contact information

1. Tap **Start > Contacts**.
2. Tap the contact.
3. Tap **Menu > Edit** and enter the changes.
4. When finished, tap **OK**.

## To work with the contact list

There are several ways to use and customize the contact list. Here are a few tips:

1. Tap **Start > Contacts**.
2. In the contact list, do any of the following:
  - In Name view, you can search for a contact by entering a name or number, or by using the alphabetical index. Switch to Name view, tap **Menu > View By > Name**.
  - To see a summary of information about a contact, tap the contact to make a call or send a message.
  - To see a list of available actions for a contact, tap and hold the contact.
  - To see a list of contacts employed by a specific company, tap **Menu > View By > Company**. Then, tap the company name.

## To find a contact

There are several ways to find a contact for long contact list.

1. Tap **Start > Contacts**.
2. If not in Name view, tap **Menu > View By > Name**.
3. Do one of the following:
  - Begin entering a name or phone number in the provided text box until the desired contact is displayed. To show all contacts again, tap the text box and clear the text, or tap the arrow to the right of the text box.
  - Use the alphabetical index displayed at the top of the contact list.
  - Filter the list by categories. In the contact list, tap **Menu > Filter**. Then tap a category assigned to a contact. To show all contacts again, select **All Contacts**.

## 7.6 Tasks

Use **Tasks** to keep track of things you need to do. A task can occur once or repeatedly (recurring). You can set reminders for your tasks and organize them using categories. Your tasks are displayed in a task list. Overdue tasks are displayed in red.

### To create a task

1. Tap **Start > Programs > Tasks**.
2. Tap **New Task**, enter a subject for the task, and fill in information such as start and due dates, priority, and so on.
3. When finished, tap **OK**.

**Tip** You can easily create a short, to-do-type task. Simply tap the **Tap here to add a new task** box, enter a subject, and press ENTER. If the task entry box is not available, tap **Menu > Options** and select the **Show Tasks entry bar**.

## To change the priority of a task

Before sort tasks by priority, you need to specify a priority level for each task.

1. Tap **Start > Programs > Tasks**.
2. Tap the task desired to change the priority for.
3. Tap **Edit** and in the **Priority** box, select a priority level.
4. Tap **OK** to return to the task list.

**Note** All new tasks are assigned a Normal priority by default.

## To set a default reminder for all new tasks

You can have a reminder automatically turned on for all new tasks you create.

1. Tap **Start > Programs > Tasks**.
2. Tap **Menu > Options**.
3. Select the **Set reminders for new items**.
4. Tap **OK** to return to the task list.

**Note** The new tasks must have due dates for making the reminder effective.

## To show start and due dates in the task list

1. Tap **Start > Programs > Tasks**.
2. Tap **Menu > Options**.
3. Select the **Show start and due dates**.
4. Tap **OK**.

## To locate a task

With a long tasks list, you can display a subset of the tasks or sort the list for quick finding a specific task.

1. Tap **Start > Programs > Tasks**.
2. In the task list, do one of the following:
  - Sort the list. Tap **Menu > Sort by**, and tap a sort option.
  - Filter the list by category. Tap **Menu > Filter**, and tap the category desired to displayed.

**Tip** To filter your tasks further, tap **Menu > Filter > Active Tasks** or **Completed Tasks**.

## 7.7 Notes

**Notes** help you to quickly capture thoughts, questions, reminders, to-do lists, and meeting notes. You can create handwritten and typed notes, record voice notes, convert handwritten notes to text for easy readability, as well as send notes to others.

### Entering information in Notes

There are several ways to enter information in a note. You can enter typed text by using the on-screen keyboard or handwriting recognition software. You can also use the stylus to write or draw directly on the screen. On devices that support recording, you can create a standalone recording or embed a recording in a note.

### To set the default input mode for Notes

If you frequently add drawings to your notes, you may find it helpful to set Writing as the default input mode. If you prefer typed text, select Typing.

1. Tap **Start > Programs > Notes**.
2. In the note list, tap **Menu > Options....**
3. In the **Default mode** box, tap one of the following:
  - **Writing** if desired to draw or enter handwritten text in a note.
  - **Typing** if desired to create a typed note.
4. Tap **OK**.

### To create a note

1. Tap **Start > Programs > Notes**. In the note list, tap **New**.
2. Tap the **Input Selector** arrow next to the Input Method icon on the menu bar, tap the desired input method, and enter the text.
3. If the **Input Selector** arrow is not displayed, tap the Input Method icon.
4. When finish, tap **OK** to return to the note list.

# Chapter 8

## Experiencing Multimedia

**8.1 Using the Camera**

**8.2 Using Pictures & Videos**

**8.3 Using Windows Media Player**

# 8

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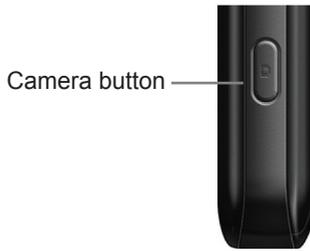
## 8.1 Using the Camera

Your Smartphone is equipped with a digital camera that can record both still pictures and moving images.



### To launch the Camera

- Tap **Start > Programs > Camera**; or
- Tap **Start > Programs > Pictures & Videos > Camera** icon; or
- Press CAMERA button on your device.



## Capturing the pictures

In the middle of screen you will see the current image being seen by the camera. To capture the picture, press the Camera key on the side of the device, or the center key of the Navigation pad. You will hear a shutter sound and the picture will be saved. The pictures could be captured as jpg format.

**Tip** If you enable “Preview after shoot” in the Advanced settings, it will display the pictures you shot right after shooting and you can choose to save or delete them. If you disabled “Preview after shoot”, pictures you shot will be automatically saved then it back to preview screen.

## Capturing a video

From the camera screen, tap the camera icon on the top left corner. You will see the icon turn into a video camera. This indicates you are now able to capture moving images. To start recording, press the Camera key on the side of the device, or the center key of the Navigation pad. You will see a progress bar with a timer at the bottom of the screen and a red dot followed by the word “REC” flashing on the top left of the screen. This indicates you are recording. To stop, press the Camera key, or center key of the Navigation pad, or tap the “stop” square on the screen itself and the video will be saved. Video is captured by default as Mp4 format.

The maximum length of video capture is determined by the amount of free memory of the device, or the storage card to which you are saving.

## Camera Tools

There are several tool icons on the camera screen. They allow you to do things like switching between the still & video camera, switching between the front & back camera, setting a timer for picture capture or video length, saving to the devices memory or the storage card, adjusting brightness, zooming in and out, choosing color, black & white, or sepia tones, etc. Take some time to become familiar with these features.



## Exiting From Camera

- Tap the exit icon (  ) or press OK/Side OK button to exit Camera directly.

## 8.2 Use Pictures & Videos

The **Pictures and Videos** program collects, organizes, and sorts images and video clips in the following formats on your device.

File Type	File Extensions
Image	*.jpg, *.gif, *.png, *.jpeg
Video	*.Mp4, *.3gp

You can view the pictures as a slide show, beam them, send them via MMS or email, edit them, or set them as the background on the Today screen.

### To copy a picture or video clip to your device

You can copy pictures from PC and view them on your device.

- Copy the pictures from PC or a storage card to the My Pictures folder on your device. For more information about copying files, see ActiveSync Help on your PC.

**Note** You can also copy pictures from PC to your device using a memory card. Insert the memory card into the memory card slot on your device, then copy the pictures from PC to the folder you created on the memory card.

### To view pictures

1. Tap **Start > Programs > Pictures & Videos**. The images in the My Pictures folder appear as thumbnails by default.
2. Select a picture and tap **View**. If you cannot find a picture in the default My Pictures folder, go to another folder by tapping the Down arrow.



Pictures and Videos

## To play videos with audio

1. Tap **Start > Programs > Pictures & Videos**. The video files in the **My Videos** folder appear as thumbnails by default, which appear with a media icon (  ).
2. Select a video file and tap the thumbnail to play it with the built-in Windows Media Player.

## To view slide shows

You can view your pictures as a slide show on your device. Pictures are shown in full screen with 5-second intervals between slides.

1. Tap **Start > Programs > Pictures & Videos**.
2. Tap **Menu > Play Slide Show**.

**Note** You can specify how pictures are scaled to optimize their display in a slide show. Tap **Menu > Options**, then tap **Portrait Pictures** or **Landscape Pictures** on the **Slide Show** tab.

Tap anywhere on the screen to display the Slide Show toolbar, which you can use to stop or pause the slide show, rotate the view, and more. Press NAVIGATION right or left to move forward or backward through the slides.

## To sort pictures and video clips

If store a large number of pictures or video clips on your device, you may find it helpful to sort them by name, date, and size for quick finding a specific picture or clip.

1. Tap **Start > Programs > Pictures & Videos**.
2. Tap the **Sort By** list (labeled **Date** by default), and select the desired item.

## To delete a picture or video clip

Do any of the following to remove a picture or a video clip:

- Select a picture or video clip on the Pictures & Videos screen, and tap **Menu > Delete**. Tap **Yes** to confirm the deletion.
- Tap and hold the thumbnail of the picture desired to delete, then tap **Delete**.

## To edit a picture or video clip

You can rotate, crop, and adjust the brightness and color contrast of pictures.

1. Tap **Start > Programs > Pictures & Videos**.
2. Tap the picture desired to edit.
3. Tap **Menu > Edit**, and do any of the following:
  - Rotate a picture 90 degrees counterclockwise, tap **Rotate**.
  - Crop a picture, tap **Menu > Crop**. Then, tap and drag to select the area to crop or tap outside the box to stop cropping.
  - Adjust the brightness and contrast levels of a picture, tap **Menu > AutoCorrect**.

**Note** Undo an edit, tap **Menu > Undo**. Cancel all unsaved edits you made to the picture, tap **Revert to Saved**.

## To set a picture as the Today screen background

You can use a picture as the background on the Today screen.

1. Tap **Start > Programs > Pictures & Videos**.
2. Select the picture desired to set as the background.
3. Tap **Menu > Set as Today Background**.
4. In **Transparency level**, adjust between higher and lower percent for achieving a more transparent or opaque picture.
5. Tap **OK**.

## To send pictures and video clips via email

You can send pictures and video clips to other devices via email.

1. First, set up Messaging to send and receive messages.
2. From the program, select the item desired to send.
3. Tap **Menu > Send**, and select one account (such as Outlook Email or MMS) to send the attached item.
4. A new message is created with the item attached.
5. Enter the recipient name and subject, and tap **Send**. The message will be sent the next time you synchronize the device.

**Note** Pictures and video clips are saved automatically before they are sent.

## To beam a picture

You can beam a picture to your friends or a family member using Infrared.

1. Tap **Start > Programs > Pictures & Videos**.
2. Select the picture desired to beam.
3. Tap **Menu > Beam**.
4. Select a device to beam the picture.
5. Tap **OK**.

## To assign pictures to contacts

You can assign a picture to a contact so as to easily identify the contact at any time.

1. Tap **Start > Programs > Pictures & Videos**.
2. Select the picture desired to assign.
3. Tap **Menu > Save to Contact**.
4. Tap the contact, or navigate and tap **Select** to choose the contact from Contacts list.

## To use advance options

1. Tap **Start > Programs > Pictures & Videos**.
2. Select the picture for which desired to configure further settings.
3. Tap **Menu > Options**. The Options screen appears as following:
  - Resize a picture so as to send it faster to someone using emails.
  - Configure the view settings during slide shows and activate screensaver options.
  - Configure camera and video settings of your device.

### 8.3 Use Windows Media Player

You can use Microsoft Windows Media Player 10 Mobile for Pocket PC to play digital audio and video files stored on your device or on a network, such as on a Web site. These are the following file formats that are supported by this version of Windows Media Player.

File Formats Supported	File Extensions
<b>Video</b>	
• Windows Media Video	*.wmv, *.asf
• MPEG4 Simple Profile	*.mp4
• H.263	*.3gp
• Motion JPEG	*.avi
• 3GPP2	*.3g2
<b>Audio</b>	
• Windows Media Audio	*.wma
• MP3	*.mp3
• MIDI	*.mid, *.midi, *.rmi
• AMR Narrow Band	*.amr
• AMR Wide Band	*.awb
• AAC	*.m4a
• 3GPP2	*.gcp

#### About the controls

The following are available controls on the Windows Media Player.

This control	Does this	This control	Does this
	Play a file.		Increase the volume level.
	Pause a file.		Decrease the volume level.

This control	Does this	This control	Does this
	Skip to the beginning of the current file or to the previous file.		Turns the sound on or off.
	Skip to the next file.		Play a video full screen.
	Adjust the progress of a playing file.		Display a Web site where you can find music and videos to play.

**Note** If your device hardware supports it, you can rewind and fast-forward files by pressing and holding the Left/Right controls.

#### About the screens and menus

Windows Media Player has three primary screens:

- **Playback screen.** The default screen that displays the playback controls (such as Play, Pause, Next, Previous, and Volume), the album art window, and the video window. You can change the appearance of this screen by choosing a different skin.

- **Now Playing screen.** The screen that displays the Now Playing playlist. This special playlist indicates the currently playing file and any files that are “Queue Up” to play next.
- **Library screen.** The screen that lets you quickly find your audio files, video files, and playlists. It contains categories such as My Music, My Video, My TV, and My Playlists.

At the bottom of each screen is a menu called **Menu**. The commands on this menu change depending upon which screen you are viewing.

### Playback screen menu

When view the Playback screen, the following commands appear on **Menu**.

This control	Does This
<b>Library</b>	Display the Library screen so as to choose a file to play.
<b>Play/Pause</b>	Start or pause playback.
<b>Stop</b>	Stop playback.
<b>Shuffle/ Repeat</b>	Play the items in the Now Playing playlist randomly/repeatedly.
<b>Full Screen</b>	Play a video full screen.
<b>Options</b>	Adjust various Windows Media Player options, including Playback, Video, Network, Library, skin, and hardware buttons.
<b>Properties</b>	Display the information about the currently playing file.
<b>About</b>	Display the information about Windows Media Player, such as the version number.

### Now Playing screen menu

When view the Now Playing screen, the following commands appear on **Menu**.

This control	Does This
<b>Library</b>	Display the Library screen so as to choose a file to play.
<b>Move Up/ Down</b>	Move the selected item up/down in the playlist order.
<b>Remove from Playlist</b>	Delete the selected item from the playlist.
<b>Shuffle/ Repeat</b>	Play the items in the Now Playing playlist randomly/repeatedly.
<b>Save Playlist</b>	Save the current playlist.
<b>Clear Now Playing</b>	Delete all items from the Now Playing playlist.
<b>Error Details</b>	Display error information about the selected item (an exclamation mark appears before the item name if error details occurs).
<b>Properties</b>	Display the information about the selected file.

### Library screen menu

When view the Library screen, the following commands appear on **Menu**.

This command	Does This
<b>Queue Up</b>	Add the selected item to the end of the current (Now Playing) playlist.
<b>Delete from Library</b>	Delete the selected item from the library.
<b>Now Playing</b>	Display the Now Playing screen.
<b>Library</b>	Display the Library screen so as to choose a file to play.
<b>Update Library</b>	Add new items to the library by searching your device or storage card.
<b>Open File</b>	Find and play files that are stored on your device or storage card but not in the library..
<b>Open URL</b>	Play a file on a network, such as the Internet.
<b>Properties</b>	Display the information about the selected file.

## About licenses and protected files

Some content (such as digital media files downloaded from the Internet, CD tracks, and videos) have associated licenses that protect them from being unlawfully distributed or shared. Licenses are created and managed by using digital rights management (DRM), which is the technology for securing content and managing its access rights. Some licenses may prevent you from playing files that have been copied to your device. Files that have licenses associated with them are called “protected files.”

If you want to copy a protected file from your PC to your device, use the desktop Player to synchronize the file to your device (instead of dragging the file from a folder on your PC to a folder on your device, for example). This will ensure that the license is copied along with the protected file. For more information about synchronizing files to your device and other mobile devices, see desktop Player Help.

**Note** You can view the protection status for a file by checking its file properties (tapping **Menu > Properties**).

## To play items on your device

Use the library to find and play songs, videos, and playlists stored on your device or removable storage card.

1. If not on the Library screen, tap **Menu > Library**.
2. On the Library screen, tap the Library arrow (near the top of screen), then tap the library that desired to use (for example, My Device or Storage Card).
3. Tap a category (for example, My Music or My Playlists), tap and hold the item that desired to play (such as a song, album, or artist name), then tap **Play**.

**Note** To play a file that is stored on your device but not in a library, on the Library screen, tap **Menu > Open File**. Tap and hold the item desired to play (such as a file or a folder), then tap **Play**.

## To play an item on a network

Use the **Open URL** command to play a song or video stored on the Internet or on a network server.

1. If not on the Playback screen, tap **OK** to close the current screen and display the Playback screen.
2. Tap **Menu > Open URL**.

3. Do one of the following:
  - In the **URL** box, enter a network address.
  - In the **History** box, tap a URL that you have previously used.

**Note** To play an item on a network, you must be connected to a network. For more information about creating a remote connection between your device and a network, see Connections Help on your device.

### To copy files to your device

Use the latest version of the desktop Player (Windows Media Player 10 or later) to synchronize digital media files to your device (instead of dragging a file from a folder on your PC to a folder on your device, for example). Using the desktop Player ensures that licenses are copied with protected files.

Always synchronize the files to a storage card within your device not a storage card reader. In addition, do not synchronize to the internal storage location (RAM) in your device. For more information about synchronizing files to mobile devices, see desktop Player Help on the PC.

**Note** Audio files will be copied faster if the desktop Player is configured to automatically set the quality level for audio files copied to your device. For more information, see desktop Player Help on the PC.

### Accessibility for people with disabilities

Microsoft is committed to making its products and services easier for everyone to use. Many accessibility features have been built into Microsoft products, including features for individuals who have difficulty typing or using a mouse, who are blind or have low vision, or who are deaf or hard-of-hearing. For more information about the following topics, see the Accessibility section of the Microsoft Web site (<http://www.microsoft.com/enable/default.aspx>).

- Accessibility in Microsoft Windows
- Adjusting Microsoft products for people with accessibility needs
- Free step-by-step tutorials
- Microsoft documentation in alternative formats
- Assistive technology for Windows
- Customer service for people who are deaf or hard-of-hearing

**Note** The information in this section applies to users who license Microsoft products in the United States. If you obtained this product outside the United States, your package contains a subsidiary information card that you can use to contact your subsidiary about the products and services available in your area.

### Troubleshooting

If you encounter a problem while using the Windows Media Player, a number of resources are available to help you troubleshoot the issue.

For more information, see the Troubleshooting Windows Media Player Mobile page at the Microsoft Web site (<http://www.microsoft.com/windows/windowsmedia/player/windowsmobile/troubleshooting.aspx>).

# Chapter 9

## Using Other Applications

**9.1 Word Mobile**

**9.2 Excel Mobile**

**9.3 Viewing Slide Shows with PowerPoint Mobile**

**9.4 Using Java**



## 9.1 Word Mobile

**Word Mobile** is a streamlined version of Microsoft Word. Word documents created on PC can be opened and edited on the device. You can also create and edit documents and templates in Word Mobile and save them as **\*.doc**, **\*.rtf**, **\*.txt**, and **\*.dot** files.

You can have only one document open at a time. When second document is open, the first one is saved and closed automatically.

A newly created document, it is automatically named at the first several words in the document when closed. Then it was placed in the Word Mobile document list. You can easily rename the document's name and move it to another folder or storage card.

### To create a file

1. In Word Mobile, tap **New**.
2. You'll see a blank document or a template which is depended on what you've selected as the default template.
3. Input desired text.
4. After finished, tap **OK** to save the file.

## Unsupported features in Word Mobile

Word Mobile does not fully support some features of Microsoft Word such as revision marks and password protection. Some data and format may be lost when you save the document in your device.

The following features are not supported in Word Mobile.

- **Backgrounds**
- **Shapes and text boxes**
- **Artistic page borders**
- **Smart tags**
- **Metafiles**
- **Bi-directional text.** While Word Mobile could open documents containing bi-directional text, the indentations and alignment may be displayed and saved incorrectly.
- **Password-protected files.** Word Mobile does not support opening password-protected documents. You must first remove the password protection in Word on the PC if you want to view the document on the device.
- **Document protection.** Word Mobile could not display the files that were protected by Word on the PC.

The following features are partially supported in Word Mobile.

- **Picture bullets**
- **Revision marks**
- **Table styles**
- **Underline styles.** Underline styles does not support the following four styles: regular, dotted, wavy, or thick/bold/wide.
- **Legacy Pocket Word files.** You can open \*.psw files in Word Mobile; but have to save them in \*.doc, \*.rtf, \*.txt, or \*.dot format.

The following features are not supported by the device; however, they are retained in the file so that when a file is opened on the PC again, they appear as expected.

- **Footnotes, endnotes, headers, footers**
- **Page breaks**
- **Lists**
- **Fonts and font sizes.** The fonts which are not supported by the device will be mapped to the closest font available.

### To get more help about Word Mobile

- In Word Mobile, tap **Start > Help** to get more help.

## 9.2 Excel Mobile

**Excel Mobile** makes it easy for you to open and edit Excel workbooks and templates which were created on your PC. You could also create new workbooks and templates on your device.

**Tips** In full-screen mode you could read your workbook easily by tapping **View > Zoom** and select a percentage to read.

## Unsupported features in Excel Mobile

Excel Mobile does not fully support some features such as formulas and cell comments. Some data and format may be lost when you save the workbook on your device. Pay attention to the following Excel Mobile formatting considerations:

- **Alignment.** Horizontal, vertical, and wrap-text attributes remain the same, but vertical text appears horizontally.
- **Borders.** Appear in a single line.
- **Cell patterns.** Patterns applied to cells are removed.
- **Fonts and font sizes.** The fonts which did not supported by your device are mapped to the closest font available. The original font is listed on your device. When the workbook is opened in your PC again, the data will be displayed in the original font.
- **Number formats.** Numbers formatted using the Microsoft Excel 97 conditional formatting feature are displayed in Number format.
- **Formulas and functions.** If an Excel file contains a function that is not supported by Excel Mobile, the function will be removed, and returns a value of the appearance of the function. The following formulas are also converted to values: formulas entered as an array or containing an array argument, for example, =SUM ({1; 2; 3; 4}); formulas containing external link references or an intersection range reference; and formulas containing references past row 16384 are replaced with #REF!
- **Protection settings.** Most worksheet and workbook protection features are disabled but not removed. However, support for password protection has been removed. Workbooks that are password-protected or workbooks in which one or more worksheets are password-protected cannot be opened. You must remove the password protection in Excel on the PC and then synchronize to open the file on the device.
- **Zoom settings.** The settings are not retained. Excel supports a per-worksheet zoom setting, while the Excel Mobile zoom setting is applied to the entire workbook.
- **Worksheet names.** Names that referring to worksheets within the same workbook are displayed accurately, but names that referring to other workbooks, arrays, for example, ={1;2;3;4}, array formulas, or intersection ranges are removed from the name list. If a name is removed from the list, it is left in formulas and functions, causing those formulas to be resolved as “#NAME?” All hidden names are not hidden.
- **AutoFilter settings.** The settings have been removed. However, you can use the **AutoFilter** command in Excel Mobile to perform similar functions. If you have an AutoFilter applied to a worksheet that causes rows hidden, the rows remain hidden when the file is opened in Excel Mobile. Use the **Unhide** command to display the hidden rows.
- **Chart formatting.** All charts will be saved in the way they are shown in Excel Mobile. Unsupported chart types are changed to one of these supported types: Column, Bar, Line, Pie, Scatter, and Area. Background colors, gridlines, data labels, trend lines, shadows, 3D effects, secondary axes, and logarithmic scales are turned off.
- **Worksheet features.** The following features are not supported in Excel Mobile and are removed or modified when a workbook is opened in the

device: hidden sheets will not be hidden; VBA modules, macro sheets, and dialog sheets are removed and replaced with a placeholder sheet; text boxes, drawing objects, pictures, lists, conditional formats, and controls are removed; pivot table data is converted to values.

### 9.3 Viewing Slide Shows with PowerPoint Mobile

With **PowerPoint Mobile**, you can open and view slide show presentations created on your PC in \*.ppt and \*.pps format with PowerPoint '97 and later. Many presentation elements built into the slide shows such as slide transitions and animations will play back on the device. If the presentation is set up as a timed slide show, one slide will advance to the next automatically. Links to URLs are also supported. PowerPoint features which are not supported on the device include:

- Notes. Notes written for slides will not be visible.
- Rearranging or editing slides. PowerPoint Mobile is a viewer only.
- File formats. Files created in \*.ppt format earlier than PowerPoint '97 and HTML files in \*.htm and \*.mht formats are not supported.

#### To start a slide show presentation

1. Tap **Start > Office Mobile > PowerPoint Mobile**.
2. In the presentation list, tap the slide show you want to view.
3. Tap the current slide to advance to the next slide.

If the presentation is set up as a timed slide show, slides will show automatically.

#### To stop a slide show

- In a PowerPoint Mobile presentation, tap **▲ > End Show**.

#### To navigate between slides

You can switch to the next slide if a presentation is not set up as a timed slide show, return to the previous slide, or go to any slide out of sequence.

1. Tap **Start > Office Mobile > PowerPoint Mobile**.
2. Open the presentation you want to view.
3. Tap **▲ > Next** or **Previous**, or tap **Go to Slide** and tap the slide you want to view.

**Tip** Simply tap the current slide to go to the next one.

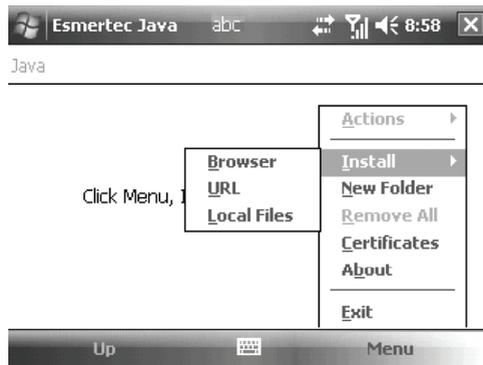
**Notes** If you have zoomed in to see a slide in more detail, you cannot navigate to another slide until you zoom out. Tapping **Next** or **Previous** may play an animation on a slide rather than navigate to another slide.

### 9.4 Using Java

MIDlets are Java applications that can run on mobile devices. Your device supports Java 2 Micro Edition, J2ME. Java software allows you to download Java applications, such as games and tools that are specifically designed for mobile devices. Java gives you the flexibility of installing and managing additional J2ME applications from the Internet.

## To install MIDlets from the Internet

1. Find the MIDlet/MIDlet suite after connected to the Internet.
2. Select the MIDlet/MIDlet suite to download.
3. Confirm to start downloading.
4. Run the file(s) to install.



**Note** You can cancel the installation at any time.

## To install MIDlets from a PC

You can install the MIDlets/MIDlet suites on your device from a PC using the USB sync cable, the optional cradle, or Bluetooth. MIDlets copied to your device using Bluetooth, or email attachments are automatically saved in the My Documents folder. However, you can copy the MIDlet file(s) from a PC to any of the following temporary folders on your device from where MIDlet Manager can install them.

- Device memory: File Explorer/My device/My Documents/My MIDlets
- Storage card: File Explorer/My device/Storage Card

**Note** If the My MIDlets folder does not exist in My Documents, you can create a folder in the same folder name. However, a folder named Storage Card automatically appears after you insert a storage card into your device.

## To install a MIDlet/MIDlet suite

1. Tap **Start > Programs > Java > Menu > Install > Local Files** to install the MIDlets currently saved on your phone.
2. Select the MIDlet/MIDlet suite from the list by using the NAVIGATION control.
3. Tap **Install**.
4. Tap **Yes** to continue.
5. Tap **OK** to confirm the installation.

**Note** To remove the MIDlet files from the temporary folder, tap Remove from the shortcut menu.

## To run MIDlets on your device

1. Tap **Start > Java**.  
The Java Apps screen appears.
2. Select a MIDlet from the list by using the NAVIGATION control.
3. Press the Center button of the navigation pad to run the MIDlet.

## To manage MIDlets

You can create a folder and put MIDlets into it.

## To change the name of a MIDlet

1. Tap **Start > Java**.  
The Java Apps screen appears.
2. Select a MIDlet by using the NAVIGATION control.
3. Tap **Menu > Actions > Rename**.
4. Enter a new name for the MIDlet.
5. Tap **Save**.

**Note** You cannot change the name of a MIDlet suite.

## To uninstall a MIDlet

1. On the Java Apps screen, select the MIDlet/MIDlet suite by using the NAVIGATION control.
2. Tap **Menu > Actions > Remove**.
3. Tap **Remove** to confirm.

**Note** You cannot uninstall a single MIDlet from a MIDlet suite; you must uninstall the complete MIDlet suite.

## To configure MIDlet security

You can adjust security settings for each MIDlet/MIDlet suite.

1. On the Java Apps screen, select a MIDlet by using the NAVIGATION control.
2. Tap **Menu > Actions > Security**.
3. Configure the security options, such as **Local connection, Recording, Messaging, Net access, Auto start**.

Following are the security options that you can set for a running MIDlet.

Security Option	Description
<b>Net Access</b>	Allowing a MIDlet to access Internet.
<b>Local Connection</b>	Allowing a MIDlet to access local connections like Bluetooth.
<b>Auto start</b>	Allowing a MIDlet to be started automatically, If there is another MIDlet running, it may be interrupted,
<b>Messaging</b>	Allowing a MIDlet to send/receive SMS/MMS.
<b>Recording</b>	Allowing a MIDlet to record sound or pictures.

**Note** Changes to permission settings for a MIDlet in a MIDlet suit will affect the setting for the whole suite.

# Appendix

**A.1 Regulatory Notices**

**A.2 PC Requirement to Run ActiveSync 4.5**

**A.3 Troubleshooting**

**A.4 Specifications**

# Appendix

## A.1 Regulatory Notices

### Regulatory Agency IDs

For regulatory identification purposes, your product is assigned a model number of WIZA200.

To ensure continued reliable and safe operation of your device, use the accessories listed below within your WIZA200 only.

The Battery Pack has been assigned a model number of WIZA16.

This product is intended for use with a certified Class 2 Limited Power Source, rated 5 Volts DC, maximum 1 Amp power supply unit.

### European Union Notice

Products with CE marking comply with the R&TTE Directive (99/5/ EC), the EMC Directive (89/336/EEC), and the Low Voltage Directive (73/23/EEC) issued by the Commission of the European Community. Compliance with these directives implies conformity to the following European Norms (in parentheses are the equivalent international standards).

- **EN 60950-1 (IEC 60950-1)**  
Safety of Information Technology Equipment.
- **ETSI EN 301 511**  
Global system for mobile communications (GSM); Harmonized EN for mobile stations in the GSM 900 and GSM 1800 bands, covering essential requirements of article 3.2 of the R&TTE directive (1995/5/EC).
- **ETSI EN 301 489-1**  
Electromagnetic compatibility and Radio spectrum Matters (ERM); Electromagnetic Compatibility (EMC) standard for radio equipment and services; Part 1: Common technical requirements.
- **ETSI EN 301 489-7**  
Electromagnetic compatibility and Radio spectrum Matters (ERM); Electromagnetic Compatibility (EMC) standard for radio equipment and services; Part 7: Specific conditions for mobile and portable radio and ancillary equipment of digital cellular radio telecommunications systems (GSM and DCS).
- **ETSI EN 301 489-17**  
Electromagnetic compatibility and Radio spectrum Matters (ERM); Electromagnetic Compatibility (EMC) standard for radio equipment and services; Part 17: Specific conditions for 2.4 GHz wideband transmission systems and 5 GHz high performance RLAN equipment. Accessories Model Number CradlePH15x.

- **ETSI EN 300 328**  
Electromagnetic compatibility and Radio spectrum Matters (ERM); Wideband Transmission systems; data transmission equipment operating in the 2.4 GHz ISM band and using spread spectrum modulation techniques.
- **EN 50360:2001**  
Product standard to demonstrate the compliance of mobile phones with the basic restrictions related to human exposure to electromagnetic fields (300 MHz - 3 GHz).
- **EN 50371:2002**  
Generic standard to demonstrate the compliance of low power electronic and electrical apparatus with the basic restrictions related to human exposure to electromagnetic fields (10 MHz -300 GHz) - General public.

**CE 0700**

This equipment may be operated in:				AT	BE
CY	CZ	DK	EE	FI	FR
DE	GR	HU	IE	IT	LV
LT	LU	MT	NL	PL	PT
SK	SI	ES	SE	GB	IS
LI	NO	CH	BG	RO	TR

## Modifications

The FCC requires the user to be notified that any changes or modifications made to the device that are not expressly approved by High Tech Computer Corporation may void the user's authority to operate the equipment.

## Important Health and Safety Information

Retain and follow all product safety and operating instructions. Observe all warnings in the operating instructions on the product.

To reduce the risk of bodily injury, electric shock, fire, and damage to the equipment, observe the following precautions.

## Safety Precautions for RF Exposure

Tests for SAR are conducted using standard operating positions specified by the FCC with the phone transmitting at its highest certified power level in all tested frequency bands. Although the SAR is determined at the highest certified power level, the actual SAR level of the phone while operation can be well below the maximum value. This is because the phone is designed to operate at multiple power levels so as to use only the power required to reach the network. In general, the closer you are to a wireless base station antenna, the lower the power output. Before a phone model is available for sale to the public, it must be tested and certified to the FCC that it does not exceed the limit established by the government-adopted requirement for safe exposure. The tests are performed in positions and locations (for example, at the ear and worn on the body) as required by the FCC for each model. (Body-worn measurements may differ among phone models, depending upon available accessories and FCC

requirements). For body worn operation, to maintain compliance with FCC RF exposure guidelines, use only original manufacturer approved accessories. When carrying the phone while it is on, use the specific original manufacturer supplied or approved carrying case, holster, or other body-worn accessory.

## General Precautions

- **Heed service markings**  
Except for explained elsewhere in the Operating or Service documentation, do not service any product yourself. Service needed on components inside these compartments should be done by an authorized service technician or provider.
- **Damage requiring service**  
Unplug the product from the electrical outlet and refer servicing to an authorized service technician or provider under the following conditions:
  - Liquid has been spilled or an object has fallen into the product.
  - The product has been exposed to rain or water.
  - The product has been dropped or damaged.
  - There are noticeable signs of overheating.
  - The product does not operate normally when you follow the operating instructions.
- **Avoid hot areas**  
The product should be placed away from heat sources such as radiators, heat registers, stoves, or other products (including amplifiers) that produce heat.
- **Avoid wet areas**  
Never use the product in a wet location.
- **Avoid pushing objects into product**  
Never push objects of any kind into cabinet slots or other openings in the product. Slots and openings are provided for ventilation. These openings must not be blocked or covered.
- **Mounting Accessories**  
Do not use the product on an unstable table, cart, stand, tripod, or bracket. Any mounting of the product should follow the manufacturer's instructions, and should use a mounting accessory recommended by the manufacturer.
- **Avoid unstable mounting**  
Do not place the product with an unstable base.
- **Use product with approved equipment**  
This product should be used only with personal computers and options identified as suitable for use with your equipment.
- **Adjust the volume**  
Turn down the volume before using headphones or other audio devices.
- **Cleaning**  
Unplug the product from the wall outlet before cleaning. Do not use liquid cleaners or aerosol cleaners. Use a damp cloth for cleaning, but NEVER use water to clean the LCD screen.

## Safety Precautions for Power Supply Unit

- **Use the correct external power source**

A product should be operated only from the type of power source indicated on the electrical ratings label. If you are not sure of the type of power source required, consult your authorized service provider or local power company. For a product that operates from battery power or other sources, refer to the operating instructions that are included with the product.

- **Handle battery packs carefully**

This product contains a Li-Ion Polymer battery. There is a risk of fire and burns if the battery pack is handled improperly. Do not attempt to open or service the battery pack. Do not disassemble, crush, puncture, short external contacts or circuits, dispose of in fire or water, or expose a battery pack to temperatures higher than 60°C (140°F).

## Exposure to Radio Frequency (RF) Signals

Your wireless phone is a radio transmitter and receiver. It is designed and manufactured not to exceed the emission limits for exposure to radio frequency (RF) energy set by the Federal Communications Commission of the U.S. Government. These limits are part of comprehensive guidelines and establish permitted levels of RF energy for the general population. The guidelines are based on the safety standards previously set by both U.S. and international standards bodies:

- American National Standards Institute (ANSI) IEEE. C95.1-1992
- National Council on Radiation Protection and Measurement (NCRP). Report 86. 1986
- International Commission on Non-Ionizing Radiation Protection (ICNIRP) 1996
- Ministry of Health (Canada), Safety Code 6. The standards include a substantial safety margin designed to assure the safety of all persons, regardless of age and health.

In the U.S. and Canada, the SAR limit for mobile phones used by the public is 1.6 Watts/kg (W/kg) averaged over one gram of tissue. The standard incorporates a substantial margin of safety to give additional protection for the public and to account for any variations in usage. Normal conditions only ensure the radiative performance and safety of the interference. As with other mobile radio transmitting equipment, users are advised that for satisfactory operation of the equipment and for the safety of personnel, it is recommended that no part of the human body be allowed to come too close to the antenna during operation of the equipment.

## SAR Information

- 1.272 W/Kg @ 1g (FCC) body
- 0.278 W/Kg @ 1g (FCC) head
- 0.856 W/Kg @ 10g (CE) body
- 0.317 W/Kg @ 10g (CE) head



**Warning!** DANGER OF EXPLOSION IF BATTERY IS INCORRECTLY REPLACED. TO REDUCE RISK OF FIRE OR BURNS, DO NOT DISASSEMBLE, CRUSH, PUNCTURE, SHORT EXTERNAL CONTACTS, EXPOSE TO TEMPERATURE ABOVE 60°C (140°F), OR DISPOSE OF IN FIRE OR WATER. REPLACE ONLY WITH SPECIFIED BATTERIES. RECYCLE OR DISPOSE OF USED BATTERIES ACCORDING TO THE LOCAL REGULATIONS OR REFERENCE GUIDE SUPPLIED WITH YOUR PRODUCT.

## A.2 PC Requirement to Run ActiveSync4.5

To connect your device to the PC, you have to installed Microsoft® ActiveSync® program on your PC. ActiveSync 4.5 is included in the Installation CD, which is compatible with the following operating systems and applications:

- Microsoft® Windows® 2000 Service Pack 4
- Microsoft® Windows® Server 2003 Service Pack 1
- Microsoft® Windows® Server 2003 IA64 Edition Service Pack 1
- Microsoft® Windows® Server 2003 x64 Edition Service Pack 1
- Microsoft® Windows® XP Professional Service Packs 1 and 2
- Microsoft® Windows® XP Home Service Packs 1 and 2
- Microsoft® Windows® XP Tablet PC Edition 2005
- Microsoft® Windows® XP Media Center Edition 2005
- Microsoft® Windows® XP Professional x64 Edition
- Microsoft® Outlook® 98, Microsoft® Outlook® 2000 and Microsoft® Outlook® XP, and Microsoft® Outlook® 2003 messaging and collaboration clients
- Microsoft® Office 97, excluding Outlook
- Microsoft® Office 2000
- Microsoft® Office XP
- Microsoft® Office 2003
- Microsoft® Internet Explorer 4.01 or later (required)
- Microsoft® Systems Management Server 2.0

## A.3 Troubleshooting

If you encounter any problems with your device, consult the following guide and try to solve these problems. If you are still having problems after reviewing these solutions, please contact your service provider.

### Power & Battery

Problem	Solutions
I can not turn on my device.	<ul style="list-style-type: none"><li>• Soft reset the device with the Stylus.</li><li>• Connect your device to the AC adapter and check LED indicator whether device is charging. Possibly the battery is drained off.</li></ul>
My device keeps turning itself off.	Your device is designed by default to turn itself off if not used for 3 minutes. This period can be adjusted to a maximum of 5 minutes. Refer to the Power setting in the manual for more information.

<b>My device's date &amp; time reset to factory default if I have removed or replaced battery.</b>	Always re-attach the battery immediately during replacement. The data will lose if the battery is removed for a long time.
<b>Why my device power reduce faster than my friend's?</b>	Battery consumption varies from user to user due to the way it is being used. Devices set under specific identical test conditions may be compared objectively.

## ActiveSync

Problem	Solutions
<b>ActiveSync operation cannot be performed or connected.</b>	<ul style="list-style-type: none"> <li>• Make sure you have correctly installed the ActiveSync software found on the Companion CD that came with your device, and followed the instructions accordingly. Restart your device or/and PC and try again.</li> <li>• DO NOT plug in the USB cable before loading ActiveSync.</li> </ul>
	<ul style="list-style-type: none"> <li>• Make sure the ActiveSync cradle/cable is connected securely.</li> <li>• On you PC, make sure the Connection Settings are correctly selected in File &gt; Connection Settings of Microsoft ActiveSync.</li> </ul>
<b>ActiveSync is connected, but I can not transfer data.</b>	Make sure your have established a Partnership with the PC, and check <b>Tools &gt; Options</b> of Microsoft ActiveSync on your PC, to see if the information type you want has been selected for synchronizing. For more information, refer to Chapter 4.

## Display & Sound

Problem	Solutions
<b>Screen freezes or no response.</b>	Soft reset your device by pressing Reset button with the Stylus.
<b>My device doesn't make any sound.</b>	<ul style="list-style-type: none"> <li>• Check the Sounds settings by tapping <b>Start &gt; Settings &gt; Personal tab &gt; Sounds &amp; Notifications</b>.</li> <li>• Check the Volume Control, the speaker may be muted.</li> </ul>
<b>What type of extension files can set up for Alarm tone?</b>	The format is <b>*.wav</b> , and should be located under Windows.
<b>My device's sound only can be heard from the headset.</b>	<ul style="list-style-type: none"> <li>• Make sure the jack is clean and free from foreign particle.</li> <li>• Re-insert the headset plug into the Audio Jack and then unplug it may help sometimes.</li> <li>• Make sure the headset is supplied with the device.</li> </ul>

## Connection & Bluetooth

Problem	Solutions
<b>I can not connect to the internet; Web surfing doesn't work.</b>	<ul style="list-style-type: none"> <li>• Make sure you have set up and connected to an Internet Service Provider.</li> <li>• Make sure the wireless connection to your mobile Service Provider is switched on, and that the signal is unobstructed.</li> <li>• Verify with your Internet Service Provider that your user name and password are correct.</li> </ul>

<b>I can't perform over-the-air synchronization.</b>	Synchronization to a server allows your device to sync, over-the-air (OTA) directly to a Microsoft Exchange 2003 Server. This allows you to update your email, contacts, calendar and tasks information securely from any location with data connectivity. In order to use this functionality, you do not need a PC running however it does require your IT administrator to enable you to use this service.
<b>I can not end a Bluetooth connection.</b>	Turn Bluetooth connection off with Wireless Manager.
<b>I can not find a particular device.</b>	<ul style="list-style-type: none"> <li>• Make sure the Bluetooth function on the other device is activated.</li> <li>• Make sure you are within 10 meters of each other, and there are no obstructions.</li> <li>• Make sure the other device is set in "Discoverable" mode.</li> </ul>

## Operating

Problem	Solutions
<b>My device operation performs slowly.</b>	<ul style="list-style-type: none"> <li>• You may have opened too many programs. To release the operation load, you can terminate unneeded running programs by tapping <b>Start &gt; Settings &gt; System tab &gt; Memory &gt; Running Programs</b>.</li> <li>• Reset your device by pressing Reset button with the Stylus.</li> </ul>

## Memory

Problem	Solutions
<b>A warning message about "Running out of memory" pops up on the screen.</b>	Reset your device by pressing Reset button with the Stylus.
<b>Some ways to create space on your phone are:</b>	<ul style="list-style-type: none"> <li>• Delete any unnecessary files such as old email, image files, or large video files.</li> <li>• Remove unneeded programs by selecting Settings from the Start menu and then Remove Programs.</li> <li>• Install the programs or store files onto the MicroSD card.</li> </ul>

## Media Player

Problem	Solutions
<b>I can not move a file from one folder to another in Windows Media Player.</b>	Use File Manager to move the file around the device
<b>What type of extension files can Windows Media Player play?</b>	<ul style="list-style-type: none"> <li>• Video formats supported: *.wmv, *.asf, *.mp4, *.avi.</li> <li>• Audio formats supported: *.wma, *.mp3, *.mid, *.midi, *.rmi, *.amr, *.awb, *.m4a</li> </ul>

## Phone

Problem	Solutions
<b>My device can not dial out or receive calls.</b>	<ul style="list-style-type: none"> <li>• You may not locate in network coverage area. Move to coverage area and try again</li> <li>• Make sure the phone is not in Flight Mode. Tab the Antenna icon and turn off the Flight Mode.</li> </ul>

<b>How can I quickly find a contact and place a call?</b>	Start entering the initial letters of the Contact you want to call, and the system will automatically search and sort the contact entries on the SIM card, in Contacts, and the phone numbers in Call History (including incoming, outgoing, and missed calls). Then, you can select the desired number or contact from the filtered list to dial.
<b>How do I enable the Speakerphone' function?</b>	<ul style="list-style-type: none"> <li>• During a call, tap <b>Speaker On</b>, or press and hold TALK until the speakerphone turns on. The speakerphone icon (  ) appears in the title bar.</li> <li>• To turn off the speakerphone, tap <b>Speaker Off</b>, or press and hold TALK again until the speakerphone turns off.</li> </ul>
<b>Why is no signal with SIM card insertion?</b>	<ul style="list-style-type: none"> <li>• Make sure the SIM cards is installed properly.</li> <li>• Network could be SIM locked. Contact your service provider for assistance.</li> <li>• Test your SIM in other phone, possibly the SIM card is damaged.</li> </ul>

## A.4 Specifications

### System Information

<b>Processor</b>	Intel Xscale270 (520MHz) + Qualcomm6280
<b>Memory</b>	- ROM : 192 MB - RAM : 96 MB
<b>Operating System</b>	Windows Mobile Crossbow Pocket PC Edition

### Display

<b>LCD Type</b>	2.46" TFT-LCD with touch- sensitive screen
<b>Resolution</b>	240 x 320 with 65k colors
<b>Alignment Support</b>	Portrait and Landscape

### GSM/EDGE Module

<b>Functionality</b>	UMTS HSDPA 850/1900/2100 GSM850/900/1800/1900
<b>Mode</b>	Dual (GSM)
<b>Internal Antenna</b>	Yes

### Camera Module

<b>Type</b>	CMOS 0.3Mega pixel with front lens and CMOS 2Mega pixel with rear lens
<b>Resolution</b>	Max 320x240 with front lens and Max 1600x1200 with rear lens

### Physical

<b>Dimensions</b>	123mm (L) x 65mm (W) x 17mm (T)
<b>Weight</b>	160g (with battery)

### Controls and Lights

<b>Navigation Buttons</b>	<ul style="list-style-type: none"> <li>- 5-way Navigation pad</li> <li>- Two program buttons : Camera, Messaging</li> <li>- Two phone functions : Talk and End</li> <li>- Two Soft Keys</li> <li>- Scroll Wheel</li> <li>- Power On/Off button</li> <li>- OK/Side OK button</li> <li>- Start Menu button</li> <li>- Reset button</li> </ul>
<b>Keyboard</b>	QWERTY type, 39 keys
<b>LED</b>	Bi-color LED: Solid red for charging. Green blinking (slow) for unread SMS or email or missed calls. Green blinking (fast) for an incoming call. Red and green blinking in turn (slow) for unread SMS or email or missed calls while charging. Red and green blinking in turn (fast) for an incoming call while charging.

### Audio

<b>Audio Controller</b>	AGC
<b>Microphone/Speaker</b>	Built-in/Dual, Hands-free
<b>Headphone</b>	AMR/AAC/WAV/WMA/MP3 codec

### Connection

<b>Bluetooth</b>	A wireless network
<b>Wi-Fi</b>	A wireless network
<b>I/O port</b>	Sync connector, MicroSD card slot
<b>Antenna</b>	External connector for GSM and EDGE
<b>Audio</b>	Stereo earphone/microphone jack

### Expansion Slots

<b>MicroSD Card</b>	Yes
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## WEEE Notice

The Directive on Waste Electrical and Electronic Equipment (WEEE), which entered into force as European law on 13th February 2003, resulted in a major change in the treatment of electrical equipment at end-of-life.

The purpose of this Directive is, as a first priority, the prevention of WEEE, and in addition, to promote the reuse, recycling and other forms of recovery.

The WEEE logo (  ) on the product or on its box indicates that this product must not be disposed of or dumped with your other household waste. You are liable to dispose of all your electronic or electrical waste equipment by relocating over to the specified collection point for recycling of such hazardous waste. Isolated collection and proper recovery of your electronic and electrical waste equipment at the time of disposal will allow us to help conserving natural resources. Moreover, proper recycling of the electronic and electrical waste equipment will ensure safety of human health and environment. For more information about electronic and electrical waste equipment disposal, recovery, and collection points, please contact your local city centre, household waste disposal service, shop from where you purchased the equipment, or manufacturer of the equipment.