

About This Guide



Welcome to the Smartphone handheld device. This guide is designed to help you get up and run quickly on your handheld. It describes all you need to know about how to use your Smartphone and the applications that come with it.

This guide shows you how to:

- Identify all the parts of your Smartphone
- View and enter data
- Use your Smartphone with your computer
- Personalize your Smartphone with your own preference settings

After you become familiar with the basic functions of your Smartphone, you can use the rest of this guide as a reference for less common tasks, for maintenance of your Smartphone, and also a source of information if you have problems operating it.

Table of Contents

About This Guide	1
1 Safety	1
Traffic safety	1
Phone operating	1
Electronic devices	1
Persons with pacemaker	2
Hearing aids	2
Other medical devices	2
Vehicles	2
Posted facilities	3
Potentially explosive environment	3
Aircraft	3
2 Introduction to the Smartphone	5
System requirements for Windows	5
Product Layout	6
Locating front panel controls	6
Locating function icons in the Graffiti area	7
Locating bottom and top panel components	8
Locating side panel components	8
SIM card	9
Charging the battery	9
Tapping versus clicking	10
Starting your phone and calibrating its screen	11
Selecting preferred language	12
Adjusting the brightness of your screen	12
Adjusting the contrast of your screen	13
To open applications	14
Using the interface	15
Using menus and menu commands	18
Displaying tips	19

Entering data	19
Palm Desktop software	20
Connecting the HotSync cable	20
Installing Palm Desktop	21

3 Using the Phone 22

Activating the Phone function	22
Network selection	23
Making a call	24
Answering a call	27
During a call	27
Other Phone related functions.	28
Checking call records	31
Call Setting	32
Phone security.	32
Password	33
Voice call barring	33
Fix dialing	34
Conference calls	34
Setting up a Conference Call	34
Adding new participants to a conference call	35
Having a private conversation with one of the participants	35

4 Entering Data in Your Smartphone 37

Using the onscreen keyboard	37
To use the onscreen keyboard	37
Entering data using the hard keyboard	41
Entering data using Graffiti 2 handwriting.	42
Learning to write Graffiti 2 characters	42
General Guidelines for Graffiti 2 Writing	43
Graffiti 2 tips	45
The Graffiti 2 alphabet	45
Writing punctuation marks and other special characters	46
Using the Graffiti 2 tuner	47
Using Graffiti 2 Gestures	48
Using Graffiti 2 ShortCuts	49

Importing data	51
Beaming data	52
5 Performing Common Tasks	55
Creating records	55
Editing records	56
Selecting Text.	56
Using the Edit menu	56
Deleting records	57
Purging records	58
Categorizing records	59
Finding records	62
Finding Address Book records	62
Using the Find option.	63
Using Phone Lookup	63
Sorting records	64
Making records private	65
Attaching notes	67
Choosing fonts	67
Getting information on an application	68
6 Managing Applications	69
Using the Applications Launcher	69
Selecting applications	69
Categorizing applications	70
Changing the Applications Launcher display	71
Setting preferences for applications	72
Assigning applications to buttons	72
Installing add-on applications.	74
Removing applications	76
Removing Smartphone	77
7 Working with Communication Applications	78
Sending and Receiving Text Messages (SMS)	78
To open the SMS	78
SMS setting	79

Composing & sending text messages.	80
Reading, replying & forwarding SMS	80
Deleting messages	81
Using jMMS (Multimedia Messages).	82
To open the jMMS application	82
Settings needed for multimedia messaging	83
Composing multimedia messages	84
Adding pictures to multimedia messages	84
Adding sound clips to multimedia messages.	86
Final preview and sending out messages	87
.	88
Defining the method to download messages	88
Reading, replying and forwarding multimedia messages	89
Using the EMailer	90
Setting up the EMailer application on the desktop	90
Setting up the EMailer application and Hot Sync options.	91
Synchronizing EMailer with your e-mail application	92
Viewing and e-mail items	92
Categorizing and sorting e-mail items	94
Account setting	96
Setting mail preferences.	97
Creating e-mail items.	98
Looking up an address	99
Adding details to e-mail items	100
Replying to e-mail items	102
Storing and editing e-mail items	103
Deleting e-mail items.	104
Sending and Receiving e-mail items	105
Managing your e-mail application with HotSync	105
Using filters to control downloading	107
Defining filter strings.	109
Surfing WAP sites with jBrowser	111
Opening jBrowser	111
Setting access profiles	112
Browsing WAP sites	113

Viewing information about a WAP page	115
Viewing statistical information for a connection	116
Book marking your favorite pages.	116
Visiting a book marked page	117
Editing a book marked page	117
Caching pages for future fast access	118
Using Cookies to store information related to a session	119
Tracking the sites you've visited with History	120
Using STK (SIM Tool Kit).	121
Diverting incoming calls.	121
Setting Ringtone Profiles for incoming calls or messages	122
Managing melodies with Melody Manager	122

8 Working with Studio Applications 124

Using the Camera	124
Taking pictures	125
Previewing photos taken in the current session	126
Camera modes	127
Setting camera preferences	128
Viewing photos with PhotoAlbum	128
Managing albums	129
Viewing photos in Icon view	131
Viewing photos in List view	132
Viewing photos in Album view	133
Viewing a slide show	133
Slide show settings.	134
Organizing Photos	135
Using the PhotoEditor.	137
Creating you own pictures:	137
Modifying an existing photo	140

9 Working with Main Applications 142

Using the Address Book	143
Adding and using Address Book entries	143
Changing the Address Book display	150
Using the Date Book	154

Use the Date Book to	154
To open the Date Book application:	154
Scheduling events	154
Scheduling untimed events	157
Adding Address Book information to an event	161
Setting the alarm	161
Changing the Date Book view	165
Changing the Date Book display	169
Using the Memo Pad	171
Use the Memo Pad to	171
To open the Memo Pad application:	171
Creating memos	171
Reviewing memos	174
Using the To Do List	176
Use the To Do List to	176
To open the To Do List application:	176
Creating To Do List items	176
Setting To Do List priorities	177
Checking off To Do List items	178
To sort To Do items	180
Displaying completed and due items	180
Using the Clock	182
To open the Clock application:	182
Clock	182
Setting the date and time	182
CountDown	184
Stopwatch	185
Using the Alarm	186
Using the Calculator	188
To open the Calculator application:	188
Using the Calculator buttons	188
Displaying recent calculations	189
Using the GSLauncher	191
To open the GSLauncher application:	191
Changing launcher style.	191

Changing wallpaper	192
Changing font color	193
Managing categories	194
Toggling among categories in GSLauncher	196
To return to standard Palm Applications Launcher	197
Using the Shorthand application.	198
To open Shorthand:	198
10 Enjoying with Game Applications	199
11 Working with Utility Applications	200
Using Card Manager	200
To open the Card Manager application:	200
Browsing files	201
Copying files	201
Moving files	202
Deleting files	202
Creating folders	203
Renaming files	203
Dictionaries.	204
English-Chinese Dictionary	204
Chinese-English Dictionary	205
Using the Shortcut	206
12 Working with System Applications	208
Customizing your Smartphone	209
To open the Preferences application:	209
Owner Preferences	209
Date & Time Preferences	210
Formats Preferences	212
General Preferences	213
Buttons preferences	214
Adv.Setting Preferences.	216
PowerOn Preferences.	217
Graffiti 2 Preferences.	217
GSM/GPRS Preferences	217

Connection preferences	223
Network preferences	225
Phone preferences	236
Shortcuts Preferences.	237
Digitizer Preferences	238
Using Security to protect your private information	239
To open Security	239
Assigning a password.	240
Changing or deleting a password	240
Masking your private entries	241
Locking your handheld	242
Recovering from a forgotten password	245
Marking records private.	246
Flash Backup Manager	250
To open Flash Backup:	250
Backing up data manually	250
Enabling auto backup.	251
Restoring data from flash memory.	252
Using CardInfo	254
To open the CardInfo application:	254
Reviewing card information	254
Renaming a card.	254
Turing on/off GSM connection	256
To open GSM On/Off application:.	256

13 Exchanging and Updating Data using HotSync® Operations 257

Performing a HotSync operation for the first time	257
Performing the first local HotSync operation	258
Creating a user profile	259
Selecting HotSync setup options	260
Customizing HotSync application settings.	262
IR HotSync operations	264
Preparing your computer for infrared communication	264
Configuring HotSync Manager for infrared communication.	266
Performing an IR HotSync operation.	266

Returning to using the HotSync cable for HotSync operations . . .	267
Conducting a HotSync operation via the modem	267
Preparing your computer	268
Preparing your Smartphone	269
Selecting conduits for a modem HotSync operation	271
Performing a HotSync operation via a modem	272
Conducting a HotSync operation via a network	272
Using File Link	274
14 Using the Attention Manager	276
Insistent alarms	276
Using the Reminder dialog screen	277
Setting alarm volume	277
Setting alarm sound effects	278
Using the Reminders list screen.	278
Subtle alarms	280
Understanding the blinking alarm indicator	280
15 Appendix I Reset your G88	281
Performing a soft reset	281
Performing a hard reset	282
Appendix II: Install CD	284
16 Appendix III Product Specification	295
Appendix IV: Care and maintenance	297

Safety

Traffic safety

Please check the laws and regulations on the use of mobile phones in the areas where you are driving. Always obey them. Please use the hands-free kit while driving.

Pull off the road and park before making or answering a call if driving conditions so require.

Always secure the phone in its holder. Do not place the phone on the passenger seat or where it can break loose in a collision or sudden stop.

Phone operating

Remember to follow any special regulations in force in any area and always switch off your phone whenever it is forbidden to use it, or when it may cause interference or danger.

When connecting, read the Owner's Guide for detailed safety instructions. Do not connect it to incompatible products.

Electronic devices

Most modern electronic equipment is shielded from radio frequency (RF) signals. However, certain electronic equipment may not be shielded against the RF signals from your wireless phone.

Persons with pacemaker

- Should always keep the phone more than 20cm (7.8 inches) from their pacemaker when the phone is switched on.
- Should not carry the phone in a breast pocket.
- Should use the ear opposite the pacemaker to minimize the potential for interference.
- If you have any reason to suspect that interference is taking place, switch OFF your hand-held phone immediately.

Hearing aids

Some digital wireless phones may interfere with some hearing aids. In the event of such interference, you may want to consult your operator or service provider.

Other medical devices

Operation of any radio transmitting equipment, including wireless phones, may interfere with the functionality of inadequately protected medical devices. Consult a physician or the manufacturer of the medical device to determine if they are adequately shielded from external RF signal or if you have any question.

Switch off your phone in health care facilities when any regulation posted in these areas instructs you to do so. Hospitals or health care facilities may be using equipment that could be sensitive to external RF signal.

Vehicles

RF signals may affect improperly installed or inadequately shielded electronic systems in motor vehicles. Check with the manufacturer or its representative regarding your vehicle. You should also consult the manufacturer of any equipment that has been added to your vehicle.

Do not carry it with any combustible, explosive object. In such environment, it could cause an explosion or fire resulting in injury or even death.

An air bag inflates with great force. Do not place objects, including both installed or portable wireless equipment, in the area over the air bag or in the air bag deployment area. If in-vehicle wireless equipment is improperly installed and the air bag inflates, serious injury could result.

Posted facilities

Turn your phone OFF in any facility where posted notices require you to do so.

Potentially explosive environment

Turn your phone OFF and do not remove the battery when in any area with potentially explosive environment and obey all signs and instructions. Sparks, from your battery, in such areas could cause an explosion or fire resulting in injury or even death.

Areas with a potentially explosive environment are often, but not always clearly marked. They include fueling areas such as gasoline stations; lower deck of boats; fuel or chemical transfer or storage facilities; areas where fuel odors are present, etc.

if a gas/propane leak occurs in a car or home; areas where the air contains chemicals or particles, such as grain, dust, or metal powders; and any other area where you would normally be advised to turn off your vehicle engine.

Aircraft

FCC regulations prohibit the use of your phone while in the air. Switch OFF your phone before boarding an aircraft.

To avoid interfering with the aircraft instrument, do not use the phone on the plane.

Persons who disregard the regulations could have their wireless device being confiscated, or being charged in court; OR both.

2

Introduction to the Smartphone

With your Smartphone, you'll successfully be able to manage meetings and appointments, remember people's names and personal details, and keep track of all the items on your To Do List at both work and home.

Become familiar with its physical buttons and controls, and use HotSync® technology to synchronize (exchange and update) your Smartphone and Smartphone. You'll find it easy to start using the Smartphone. Once you familiarize yourself with the basic workings of the Smartphone, you'll easily be able to do the following:

- Enter all your schedule details in the Date Book and view them by the day, week, or month, and even set an alarm to remind you of an important event
- Keep all your contact names, addresses, phone numbers, and other details in the Address Book, so you can find them as soon as you need them
- Add your tasks to the To Do List, prioritize them so you don't overlook them, and assign them a due date
- Ensure that you don't lose any of this important information simply by synchronizing your data with Smartphone on your computer to create a backup copy
- Customize your phone and set different levels of security to prevent unauthorized users from viewing your data

System requirements for Windows

To install and operate Smartphone on Windows, your computer system must meet the following requirements:

- Smartphone
- 8 MB RAM minimum (Windows XP requires 64 MB), 16 MB recommended (required with Windows NT 4.0)
- 20 MB available hard disk space
- VGA monitor or better (the Smartphone Quick Tour requires a 256 color video display)
- CD-ROM drive
- Mouse pointing device
- One available serial port

In addition, the following equipment is optional:

- Modem
- Windows-compatible printer

Product Layout

Locating front panel controls

1. Speaker
2. Indicator light for GSM signal/low battery warning
Flashing green -GSM is connected
Flashing green (faster) - There is an incoming call
Off - No SIM card/GSM off/GSM is disconnected
Red - Being charged.
- 3-10. Graffiti area (please see “Locating function icons in Graffiti area” later in this section.)
11. Home button
Press briefly - Exit to previous screen (press it repeatedly to cycle through all the application categories, like Studio, System, etc.)
Press and hold- Open the Applications Launcher
12. Call/Receive button
Opens Phone application/Answers an incoming call/
Dials a number
13. C button
Works as Backspace in editing interface/Works as ESC in other interfaces.



14. Application button

Opens a favorite application which can be reassigned in Buttons Preferences (set to Camera as default)

15. End Call button

Ends a phone conversation/Rejects an incoming call

16. 5-way Jogdial (Up/Down/Left/Right/Enter)

Enables you to navigate among and select entries on your handheld

17. Keyboard

While the handheld is in standby mode, slide the keyboard out of the dock to open Phone application. Slide out the keyboard to answer an incoming call, slide in the keyboard to end a phone conversation. And it can be used to input data in editing interface.

Locating function icons in the Graffiti area

3. Brightness

Prompts Adjust Brightness dialog box which enables you to adjust screen brightness

4. Home icon

Prompts the Application Launcher (tap it repeatedly to cycle through all the application categories, like Studio and System, etc.)

5. Menu icon

Opens the menu of an application

6. Alphabetic keyboard

Prompts alphabetic keyboard

7. Contrast

Prompts Adjust Contrast dialog box which enables you to adjust screen contrast

8. Favorite icon

Opens a favorite application which can be reassigned in Buttons Preferences (set to Calculator as default)

9. Find icon

Prompts Find dialog box enabling you search through applications installed on your handheld for specific text

10. Numeric keyboard

Prompts numeric keyboard



Locating bottom and top panel components

1. CMOS Camera
2. Power button

Turn on/off the unit.

Press BRIEFLY when the phone is on- turn off/ on the LCD Display. *only the GSM (use as a PDA when you're on a plane), or to turn on/off both GSM and PDA.*

Press and HOLD down the button when the phone is off (both GSM and PDA)- turn on both GSM and PDA. *a show screen appears, the unit will be powered off in 2 seconds.*

Press and HOLD down the button when both GSM and PDA are on- a show screen appears, you can select to turn off GSM Only or to turn off GSM and PDA both. if you don't make any selection, both GSM and PDA will be turned off in 2 seconds.

Press and HOLD down the button when only PDA on – a show screen appears, you can select to turn on GSM as well or to turn off GSM and PDA both. If you don't make any selection, both GSM and PDA will be turned off in 2 seconds.

3. Antenna
4. Universal port

Connects your handheld to the HotSync USB cable and the charger. The universal port also connects peripheral hardware devices to your handheld.

5. Stylus

Slides in and out of the slot in the side channel of your handheld.



Locating side panel components

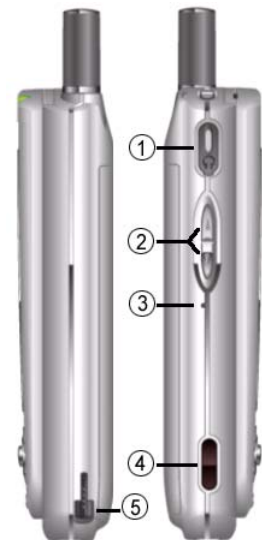
1. Earphone jack
2. Volume/Shortcut

During a phone conversation, press the volume up/down button to increase/decrease volume.

Press the up/down button to open Shortcut application at any time except when you are in a phone conversation (please see "Using the Shortcut" in Chapter 11, "Working with Utility Applications").

3. RESET button
4. IR port
5. Stylus/Side channel

Resets your handheld

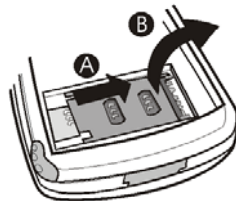


SIM card

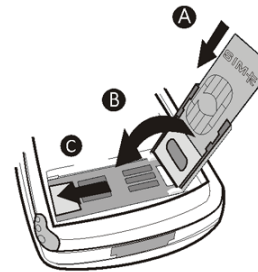
Before using communication functions, like making/receiving calls, sending/receiving SMS/MMS/Email, or connecting to the internet, you need to install the SIM card first.

Inserting and removing the SIM card

To insert the SIM card



- 1 Remove the battery if attached. Push the holder upward a little bit and lift it.



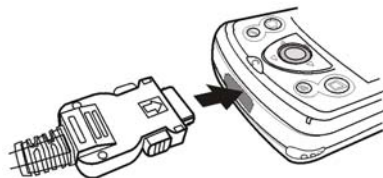
- 2 Slide the SIM card into the slot, with the golden connectors facing down and the cut corner to the right. Lower the holder, press down and pull it downward to lock the holder.

To remove the SIM card:

Unlock the holder and slide the SIM card out.

Charging the battery

1. Connect your unit to the charger as below (Arrow faces up).
2. Connect the charger to the main power supply.
3. Charge the battery for about 120 minutes. (Approximate charging time depends upon battery usage). We recommend you to charge the battery for 12 hours at the first time.



*Besides the standard charger, you can use the extra desktop charger to charge the battery.

Important Notice

- It's important that you shall always turn off your handheld (both GSM and PDA) before removing the battery. Failing to do so can cause data memory corruption.
- Always detach the charger before installing or removing the battery.
- To maximize the performance of the phone and not void the warranty, always purchase the accessories that are specially designed for use with the phone. Customer Service can not be held liable for any damage due to use with non authorized accessories.
- The data created by users (like Date Book entries, photos/messages received and e-mails/data generated by the Palm Desktop synchronization application) will be lost in 5 minutes after power off. So, when replacing the battery, please make sure the process won't take too long. In order to prevent the loss of data as a result of power off, there are two ways to backup data:
 - Backup data to PC with Palm Desktop synchronization application. Data will be restored via the synchronization application when incidents happen (please see Chapter 13, "Exchanging and Updating Data using HotSync Operations").
 - Backup data to Flash in the local machine via the Flash Backup Manager application (Flash will not lose data when power off). When accidents happen, you could restore data via Flash Backup Manager (please see "Flash Backup Manager" in Chapter 12).

Tapping versus clicking

Just as you use a mouse pointer to click elements on your computer's screen, you use the stylus to tap elements on your phone's touch-sensitive screen. Tapping is the basic action used to execute tasks on your phone.

IMPORTANT: Always use the point of the stylus for tapping or making strokes on the phone screen. Do not use a pen, pencil, or any other sharp object to write on the phone screen. If you misplace your stylus, please contact the supply provider.

With your phone turned on, you can tap the phone screen to perform many operations, such as the following:



- Open applications.
- Choose menu commands.
- Initiate a global Find operation.
- Select options in dialog boxes.
- Open the onscreen keyboards.

Just as you drag the mouse to select text or move objects on your computer, you can drag the stylus to select text. In addition, you can use the stylus to drag the slider of any scroll bar.

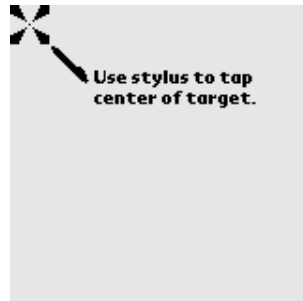
Starting your phone and calibrating its screen

The first time you start the Smartphone, setup instructions appear onscreen. These instructions include a calibration screen, or a digitizer. Calibration aligns the internal circuitry of the phone with its touch-sensitive screen so your phone can detect the task you want to perform when you tap an element on the screen.

To calibrate your screen:

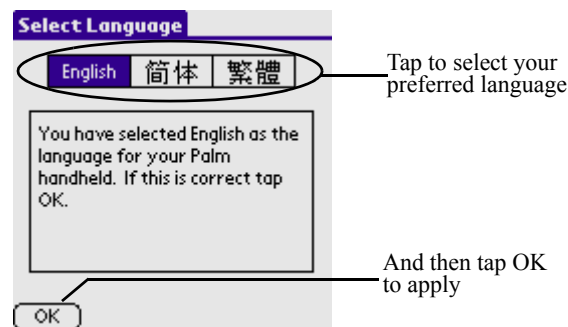
1. Tap the Home icon , and then tap the Prefs icon  Prefs.
2. In the pick list in the upper right corner of the screen, tap Digitizer.

3. Follow the on-screen instructions, tapping the screen where indicated.



Selecting preferred language

After calibrating the screen, you need to select your preferred language.



NOTE: You can switch to another language by changing the language preference in Prefs application or by performing a hard reset (please refer to "Resetting your handheld" in Chapter 15, Appendix A).

Adjusting the brightness of your screen

You can adjust the brightness of your screen to make it easy to see in a variety of lighting conditions.

To adjust the brightness of your phone screen:

1. Turn on your device.

2. Tap the Brightness icon in the upper left conner. The Adjust Brightness slider appears.



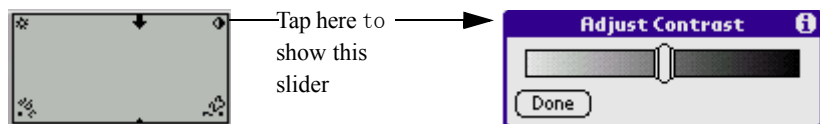
3. Do one of the following:
 - Drag the slider to adjust the brightness.
 - Tap to the right or left of the slider to adjust the brightness in small increments.
 - Push or push and hold the jogdial upward/downward to adjust the brightness in small or large increments, respectively.

Adjusting the contrast of your screen

You can adjust the contrast of your screen to make it easy to see in a variety of lighting conditions.

To adjust the contrast of your phone screen:

1. Turn on your device.
2. Tap the Contrast icon in the upper right conner. The Adjust Contrast slider appears.



3. Do one of the following:
 - Drag the slider to adjust the contrast.
 - Tap to the right or left of the slider to adjust the contrast in small increments.
 - Push or push and hold the jogdial upward/downward to adjust the contrast in small or large increments, respectively.

To open applications

You can use the Application Launcher to open any application installed on your phone. You can activate the individual Smartphone applications that correspond to the icons marked on the buttons: Camera and Phone. See “Assigning applications to buttons” in Chapter 5 for details on reassigning these buttons to other applications on your Smartphone. And you can also open commonly used applications from Shortcut, which can be activated by pressing the Volume/Shortcut buttons on the left side of your Smartphone. See “Using the Shortcut” in Chapter 11 for details using applications shortcuts in Shortcut.

TIP: When you press a application button on the front panel of your device, the selected application immediately appears.

In addition to providing a way for you to open applications, the Applications Launcher displays the current time, battery level, and application category.

To open an application:

1. Tap the Home icon.



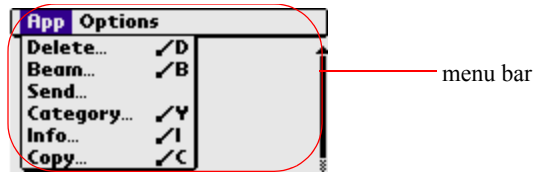
2. Tap the icon of the application you want to open. If you have many applications installed on your Smartphone, tap the scroll bar to see all the available applications.

TIP: You can find an application quickly by writing the Graffiti 2 character for the first letter of its name. The Application Launcher scrolls to the first application with a name that begins with that letter.

Using the interface

Your handheld includes the following interface elements:

- A menu bar containing a set of menu commands specific to the application. Not all applications have a menu bar.



- A command bar that lets you tap icons or write a ShortCut stroke to initiate a command instead of tapping a command in the menu bar. The icons displayed in the Command bar vary within each application.

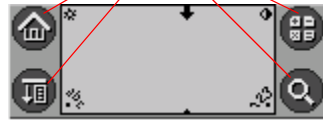


- Command buttons that initiate a command when tapped. Command buttons appear in dialog boxes or at the bottom of application screens.

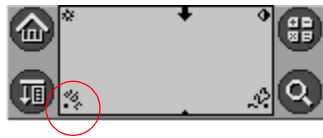


- Icons that open applications and menus, and find text anywhere in your data.

icons



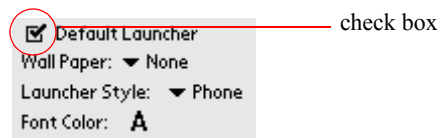
- An *abc* dot in the input area that activates the alphabetic keyboard when tapped; note that the cursor must be in an input field for this option to work.



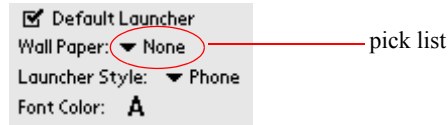
- A *123* dot in the input area that displays the numeric keyboard when tapped; note that the cursor must be in an input field for this option to work.



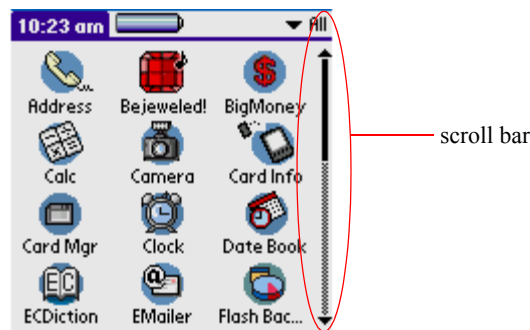
- Check boxes that indicate the state of the corresponding option. A check mark in a check box indicates that the option is active. If a check box is empty, tapping it inserts a check mark. If a check box is checked, tapping it removes the check mark.



- Pick lists that display a list of choices. Tap the black triangle next to the pick list name to display a list of choices, and then tap an item in the list to select it.



- A scroll bar to move through long notes or memos. Tap and hold down the scroll bar slider to scroll through pages; tap the slider arrow at either end to move one line at a time. To scroll to the previous page, tap the scroll bar just above the slider; to scroll to the next page, tap the scroll bar just below the slider. You can also scroll to the previous and next pages by pressing the upper and lower portions of the scroll button on the front panel of the phone.

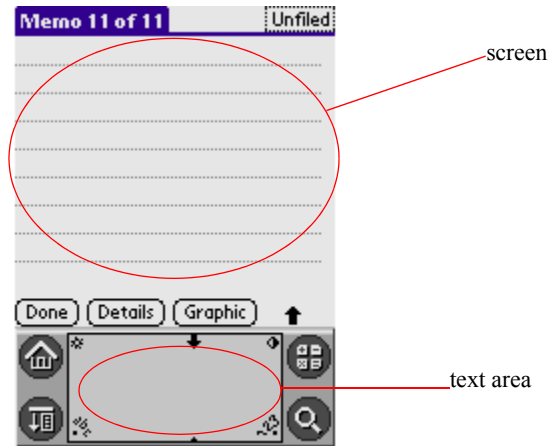


- Previous/next arrows display the previous or next page of information.

next/previous arrows



- Text areas and screens in which you can enter information.



Using menus and menu commands

Menus on your phone are easy to use, and work the same way in all applications. Menu bars and menu commands differ based on the application and the area of the application in which you're working. For example, in the Memo Pad, the Memo List screen and the Memo screen display different menus.

Menu commands for each application are described in the corresponding application's chapter, with the exception of the Edit menu.

Most menu commands have an equivalent Graffiti 2 command stroke, which is similar to keyboard shortcuts used to execute commands on computers. To use Graffiti 2 menu commands, menus must be closed.

To display a menu bar and choose a command:

- 1. Do one of the following:**
 - Open an application (such as the Date Book); then tap the Menu icon. Select the desired command from the menu.
 - Tap the inverted tab at the top of any application's screen (The Calculator does not have an inverted tab); then tap the desired command.
 - In the text input area of your device's screen, drag a diagonal line from the lower left to upper right to display the Command toolbar. The command bar is displayed for approximate 4 seconds.



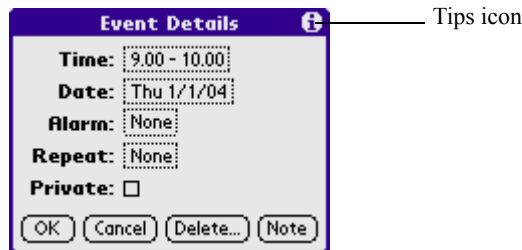
Tap an icon that represents the command you want, or enter the ShortCut for the command in the text input area below the Command toolbar. For example, to choose Select All in the Edit menu, draw the Graffiti 2 command stroke in the text area to display the Command toolbar; then draw the letter S. Note that if you wait more than three seconds to draw the ShortCut letter, you'll have to redraw the Graffiti 2 command stroke to redisplay the Command toolbar.

Displaying tips

Many of the dialog boxes that appear on your phone contain a Tips icon in the upper right corner. Tips anticipate questions you may have and provide shortcuts for using the dialog box or other useful information.

To display a tip:

1. Tap the Tips icon (the lowercase “i” in the upper right corner of the dialog box).



2. Tap Done after reading the tip.

Entering data

You can enter data into your Smartphone in four ways:

- Using the onscreen keyboard
- Using the hard keyboard
- Using Graffiti 2

- Entering or importing data in Smartphone, and then synchronizing with your phone

For more information, see these topics in Chapter 3, “[Entering Data in Your Smartphone](#)”.

Palm Desktop software

Palm Desktop includes the same main applications as your Smartphone: Address Book, Date Book, To Do List, Memo Pad, and desktop e-mail connectivity. You can use the HotSync feature of this software to back up and exchange data between your phone and your computer.

It’s a good idea to back up your data in case something happens to the data on your Smartphone. Changes you make on your Smartphone or Palm Desktop appear in both places after you synchronize.

With Palm Desktop, you can do the following:

- Work with your Smartphone applications on your computer. Palm Desktop duplicates the Date Book, Address Book, To Do List, and Memo Pad applications on your phone, so that you can view, enter, and modify any data stored on your phone.
- Back up the data stored on your phone with HotSync technology and synchronize the data on your Palm Desktop. Synchronization is a one-step procedure that ensures your data is always safe and up to date. See “[Exchanging and Updating Data using HotSync Operations](#)” in Chapter 11 for more information.
- Import and export data, so you can easily transfer data from other desktop applications into any of your main applications. See “[Importing data](#)” in Chapter 3 for more information.
- Print your Date Book, Address Book, To Do List, and Memo Pad information on any printer.

Connecting the HotSync cable

The HotSync cable that comes with your Smartphone enables you to synchronize the information on your Smartphone with the Smartphone using HotSync technology.

To connect your HotSync cable:

- Turn off your computer and plug the HotSync cable from the Smartphone into the serial port on your computer.

Installing Palm Desktop

The following instructions guide you through installing Palm Desktop so that you can transfer data from your computer to your phone.

After installation, refer to the online Help in Palm Desktop for information on how to use the software.

To ensure a safe and uninterrupted installation of Palm Desktop, do the following before installing:

- Turn off your computer and connect to it with the HotSync cable.
- If you are installing from floppy disks (rather than the CD included in the box), make sure that the original Palm Desktop disks are write-protected, and then make backup copies of them. When you have finished, use the copies to install the software, and store the original disks in a safe place. Refer to your computer's manual or operating system documentation for information on locking or copying diskettes.
- Do not copy the Palm Desktop files to your computer's hard disk. You must use the installer to place the files in their proper locations and to decompress the files.

To install Palm Desktop:



- 1. Exit any open programs, including those that run at startup such as Microsoft Office, and disable any virus-scanning software.**
- 2. Insert the Palm Desktop CD into the computer's CD-ROM drive (or insert the Setup disk into the floppy disk drive).**
- 3. When the Palm Desktop Installer Menu screen appears, click the Install button to begin the installation procedure.**
- 4. Follow the onscreen instructions to complete the installation. When prompted, use the HotSync cable to connect your phone.**

3

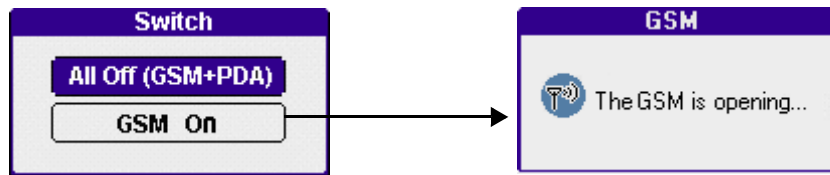
Using the Phone

Activating the Phone function

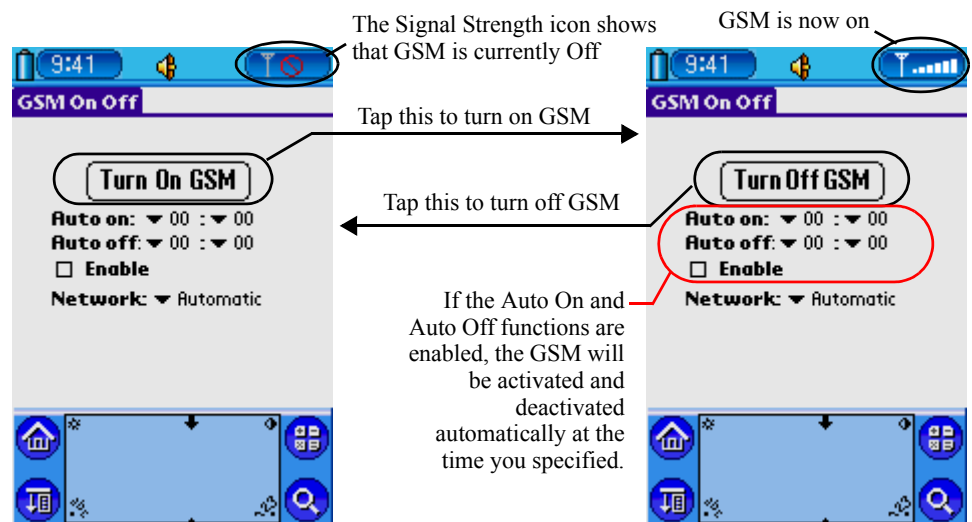
1. **Activate GSM first.**

Before using the phone function, please make sure the SIM card is properly inserted and GSM is turned on (you can see from the signal strength icon in the status bar, Off: ; On: ). If not, follow one of the following to activate GSM:

- Press and the Power button to show Switch list and tap GSM On to activate GSM.






- Tap GSM application icon from the Applications Launcher, and tap "Turn On GSM" to activate GSM.



2. Enter Phone application.

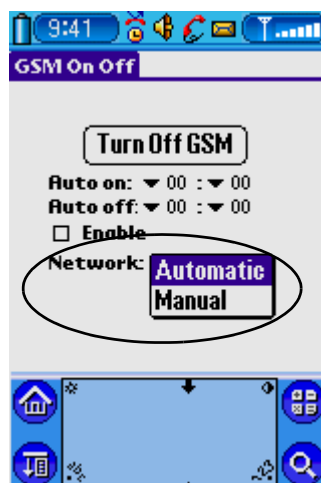
There 3 ways to open Phone application:

- Press the Call button  on the front panel of the unit.
- Tap the Home icon , and select Communication from the pick list in the upper right corner; then tap the Phone icon .
- Slide the hard keyboard away from the dock.

Network selection

When you activate the Phone, it searches for the most suitable network automatically. If you want to shift to another network, follow the steps below to do so:

1. **Tap the Home icon and tap the GSM On/Off application icon from the Applications Launcher.**
2. **Tap the network pick list to select the method your phone searches for networks:**
 - If Automatic is selected, it searches for the most suitable network automatically and connects to it.
 - If Manual is selected, it searches for networks available within the range, and then lists out the networks for your selection. Tap a network to connect.

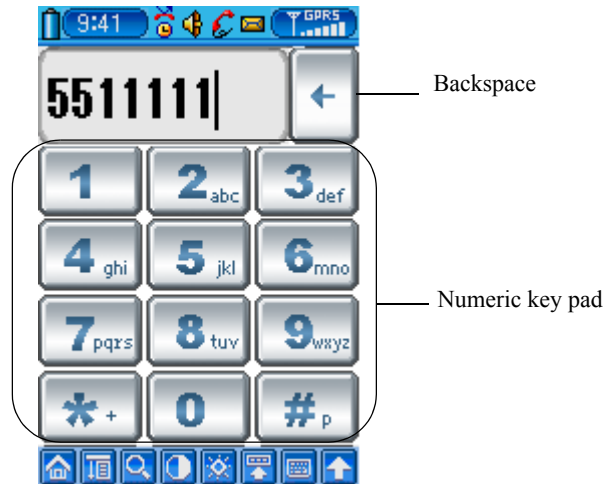


Making a call

1. **Do one of the following to open Phone application.**
 - Press the call button on the front panel of your smart phone.
 - Tap the Home icon and tap the Phone icon.
 - Slide the hard keyboard away from the dock. (This won't work when you're in edit mode.)
2. **Do one of the following to input the number you want to dial:**
 - Press numbers on the hard keyboard



- Tap the number you want to dial on the numeric key pad.



3. **Press the Call button to dial.**
4. **When finished, slide the hard keyboard back into the dock or press the End Call button to end.**

Instead of tapping the key pad to enter a number, you can dial a phone number directly from Address Book or Speed Dial.

To dial a number from Address Book:



1. In Phone screen, push the jogdial down to go to the index screen of Address Book.



2. Tap a desired number (or you can press down the jogdial (Enter) to highlight the first entry and the push the jogdial up/down to select an entry) and press the Call button to call.

The screenshot shows the Address Book interface with a list of contacts: Craig, John (33333333), Phosphor (1384444444), Wong, Me (1386666666), and Ye (88888888). The 'Phosphor' entry is highlighted. An arrow points from this entry to a numeric keypad where the number '1384444444' is entered. A text box explains: 'Select an entry and press the Call button to dial directly'. Another arrow points from the 'Select' button at the bottom of the Address Book to the keypad, with a text box: 'Or tap Select to export the selected number to the Phone screen'.

To dial a number from Speed Dial:



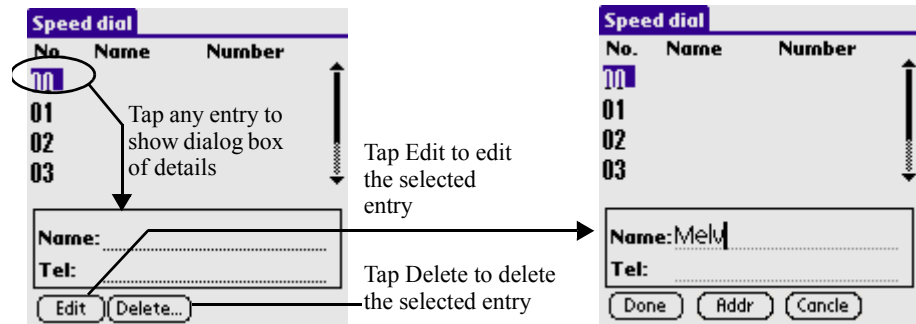
1. In Phone screen, push the jogdial up to skip to the index screen of Speed Dial.
2. Tap a desired number (or you can press down the jogdial to highlight the first entry and the push the jogdial up/down to select an entry) and press the Call button to call.

The screenshot shows the Speed Dial interface with a table of entries: No. 00 Craig John 33333333, No. 01 Phosphor 1355555555, No. 02, and No. 03. The '01 Phosphor' entry is highlighted. An arrow points from this entry to a contact details screen for 'Phosphor Ho' with the telephone number '1355555555'. A text box explains: 'Select an entry and press the Call button to dial directly'.

If there is no existing entry in Speed Dial, you can create a new entry right away, or import numbers from Address Book.

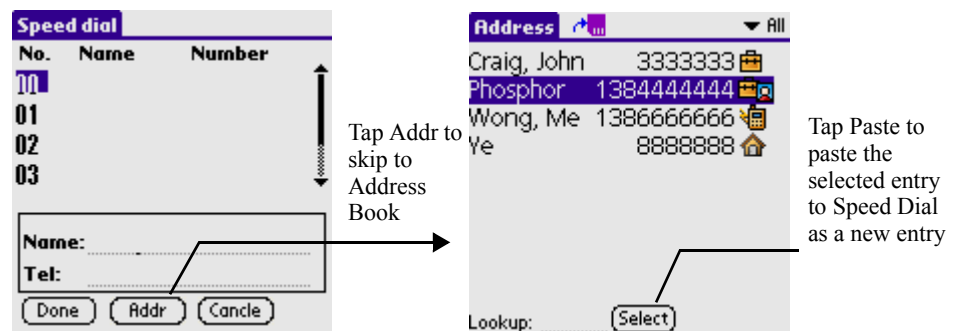
To create a new entry in the index screen of Speed Dial:

1. Tap any blank entry and then tap Edit.
2. Input necessary information, and then tap Done when finished.



To import an entry from Address Book

1. Tap any blank entry and then tap Edit.
2. Tap Addr to skip to the index screen of Address Book.
3. Select an entry and then tap Paste.





Answering a call

When you have an incoming call, the caller id and number will be displayed on screen, or only the number appears if the caller is not listed in your Address Book. If you have assigned a photo to the caller in Address Book, you'll see the photo when the caller calls you. Similarly, if you've assigned a private melody or Category Ringtone, you'll hear the Ringtone when the caller calls you.



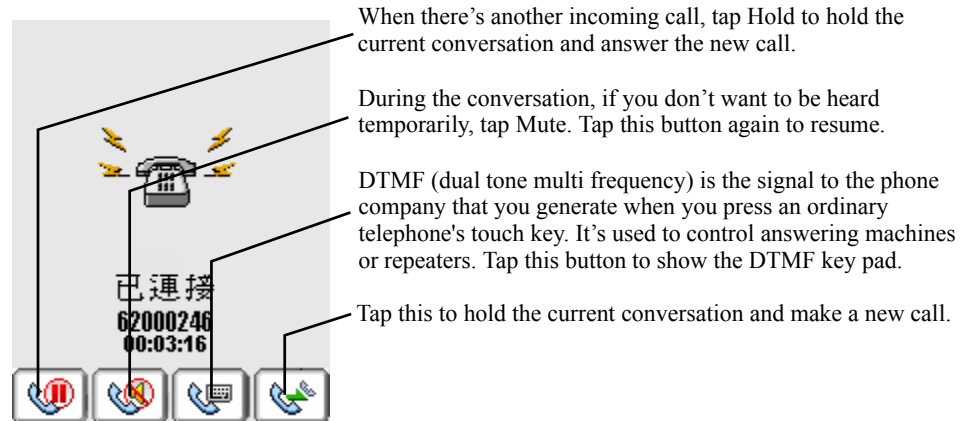
NOTE: The Caller ID function won't be available unless you've subscribed to the service. Please contact your service provider for relative information.

To answer/reject an incoming call:

- Press the Call button  or slide out the hard keyboard to answer the call.
- Press the End Call button  or to reject the call.
- Slide the hard keyboard out/in to answer/reject the call.

During a call

When a call is established, buttons at the bottom of the screen provide you extra functions:



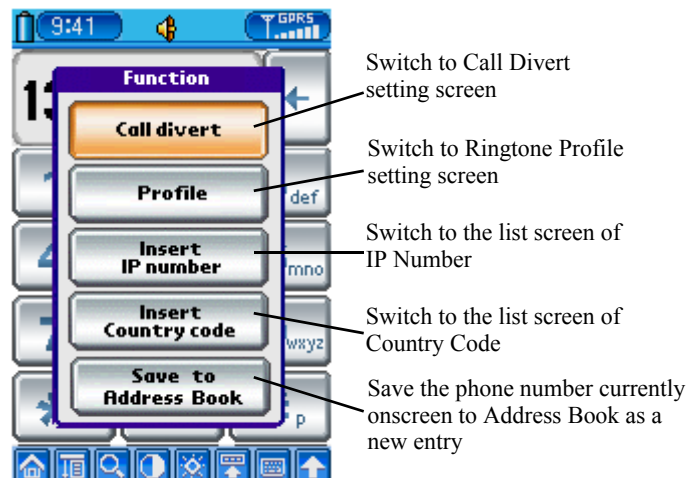
NOTE: Only if your subscription supports 2-line service, some of the services described above will be available, like Hold and New.

Other Phone related functions

In the main screen of Phone application, use the jogdial for quick access to other Phone related functions.



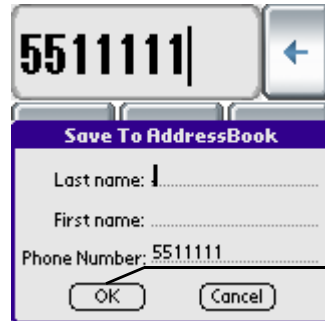
1. In standby mode, press the jogdial (Enter) on the front panel of the unit to pop up the Function list.



2. Select the function you want to use:

Save to Address Book

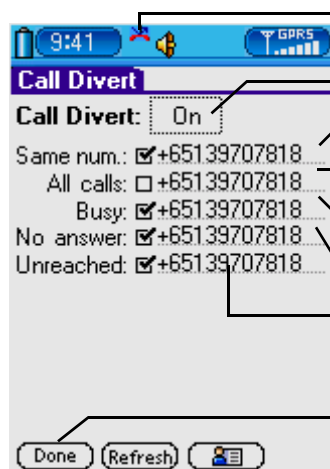
Tap this button to save the number in the number input area to Address Book as a new entry.



When finished, tap OK to save and return to the Phone screen.

Call Divert

If you want to make certain that your incoming calls are correctly handled when you are unable to answer them, you can use the Call Divert service to divert them to another phone number.



This icon indicates that Call Divert is currently enabled.

Tap this to switch Call Divert on/off.

Apply this number to all items below if it's checked.

Divert all incoming calls to the specified number.

Divert calls if your phone's busy.

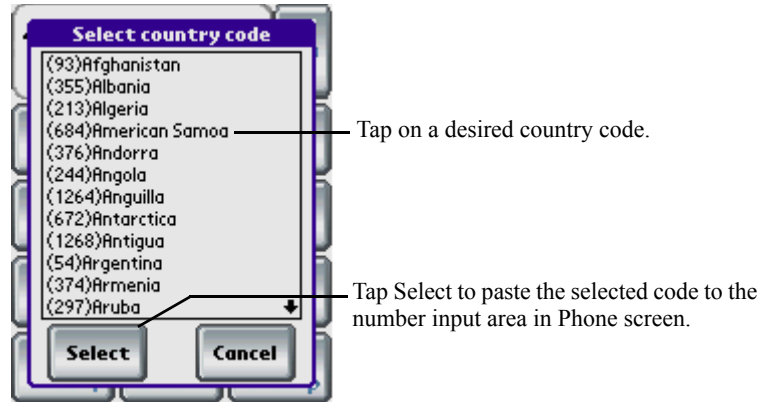
Divert calls if the incoming calls are not answered within a specified time.

Divert calls if your phone is turned off or if you're unreachable.

Only when you tap Done, changes will take effect.

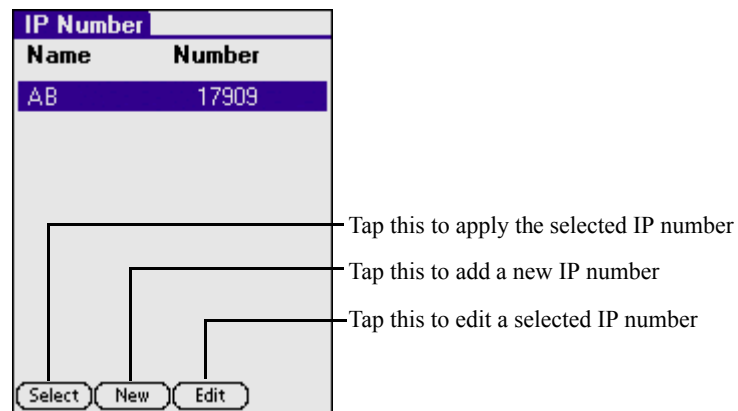
Insert Country Code

For quick access to country code list.




Insert IP Code

For quick access to IP code list.

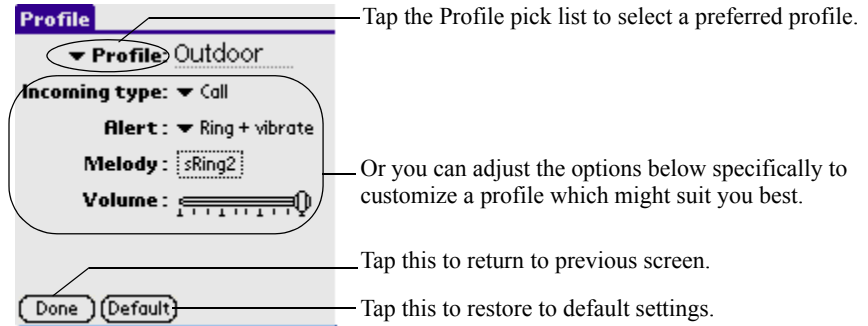


Profiles

Tap the Profiles button to enter Ringtone Profiles setting screen.

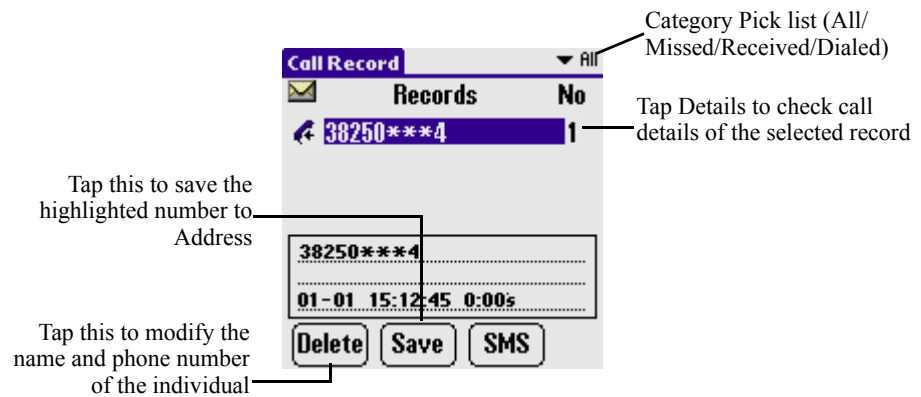
Alternatively, you can tap the speaker icon  in the status bar on the top of the screen to enter Ringtone Profiles setting screen.

Use various ringtone profiles to adopt to different environment you're currently situated in.



Checking call records

In Standby mode, press the Call button to show Call Record screen, missed/received/dialed/rejected calls will be listed in this screen. Tap the category tab respectively to show only missed, received, dialed calls, or to show all call records.



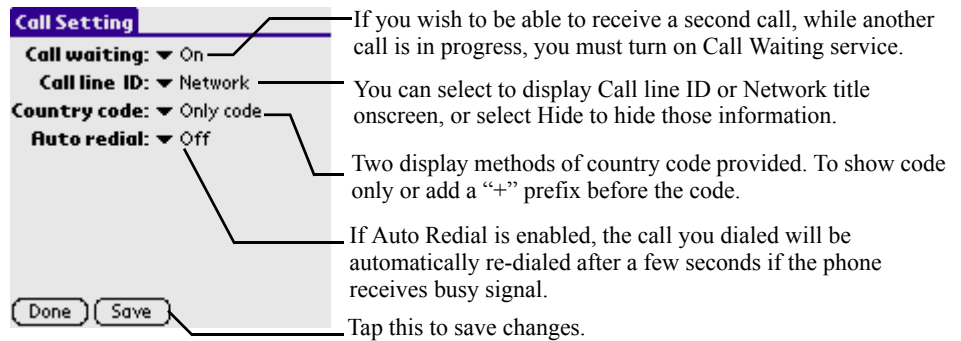
Alternatively, you can push the jogdial left/right to check records of missed/received calls.

NOTE: Please make sure that the number field is empty, otherwise pushing the jogdial left/right will only move the cursor left/right.

Call Setting

To adjust Call Setting:

1. In Standby mode, tap the Menu icon.
2. Select Call Setting from the Call pull-down menu.



Phone security

There are several way to protect your phone and subscription from unauthorized use. Anything from a SIM card lock to full phone number control.

To enter security setting screen:

1. In Standby mode, tap the Menu icon.
2. Select setting from the Option pull-down menu.



Password

This function protects only your subscription and not your phone from unauthorized use. If you change SIM cards, the phone still works with the new SIM card.

If you enable Password, you need to set a PIN (Personal Identity Number) CODE (4-8 digits). Once the PIN CODE is set, you have to enter the PIN code every time you turn on your phone.

If you enter your PIN CODE incorrectly three times in a row, the SIM card will be locked.

To unlock the SIM card, you have to enter your PUK which you can find in the information supplied by your network operator.

Voice call barring

This function allows you to restrict certain types of calls to be made and received. To enable this function, you need to set a BARRING CODE first.



Outgoing

- Deactivated - disable call barring function
- All - all outgoing calls
- Int'l - all outgoing international calls
- Int'l x Home - all outgoing international calls except home calls.

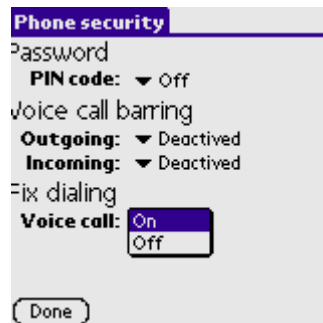


Incoming

- Deactivated - disable call barring function
- All - all incoming calls
- Roaming - all incoming calls when you are abroad (when roaming).

Fix dialing

Fix Dialing is a way of restricting outgoing calls. It requires a SIM card that allows fixed numbers to be saved. It allows calls to be made only to certain numbers saved on the SIM card. The fixed numbers are normally protected by your PIN 2 CODE.



- Tap On to enable this function
- Tap Off to disable this function

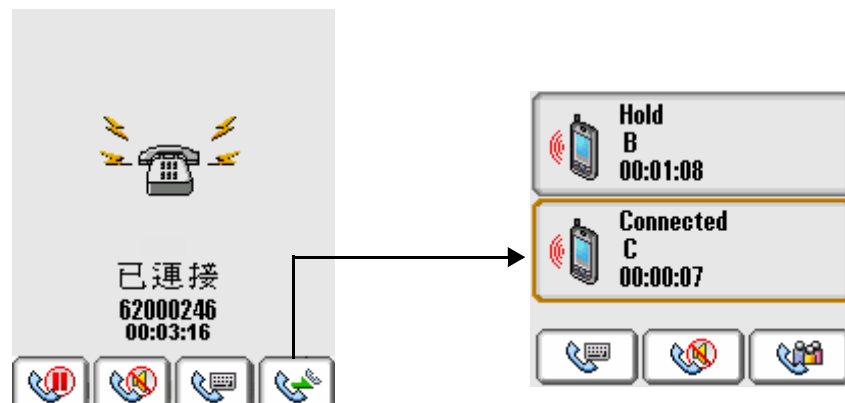
Conference calls

A conference call is a call with more than two participants. As in ordinary conference, all participants can hear each other at the same time.

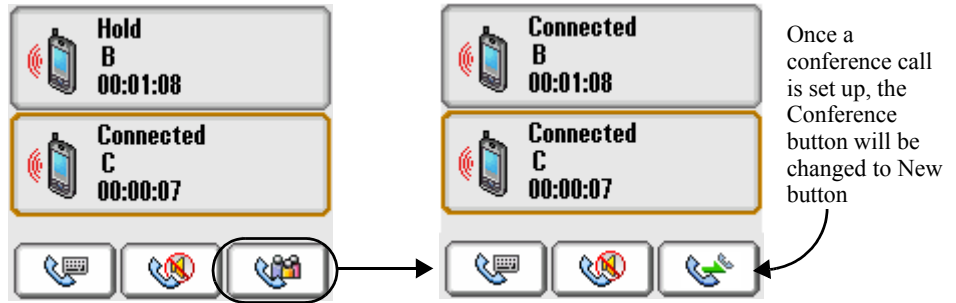
Setting up a Conference Call

To set up a conference call, you must have one active call and one call on hold.

1. When you're talking to B, press the New button to call participant C. If C is connected, B will be temporarily hold automatically.

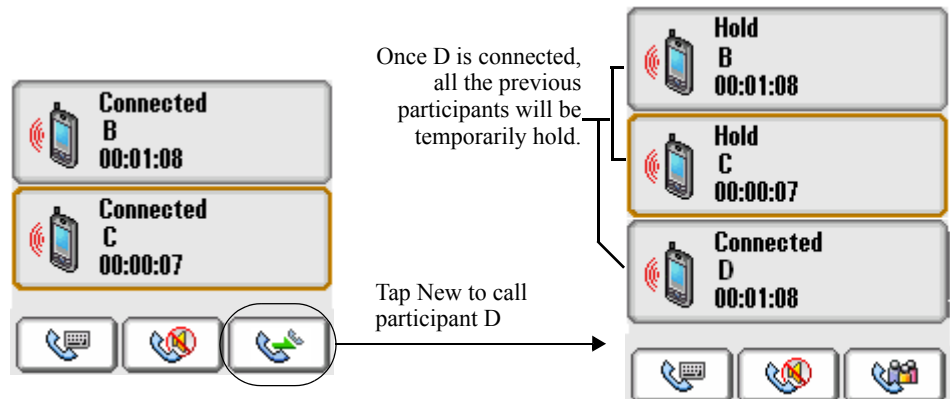


2. Tap the Conference button on the bottom of the screen, now the call on hold is added to a conference call.



Adding new participants to a conference call

1. During a conference call, tap the New button on the bottom of the screen to call the person you want to add to the conference call.

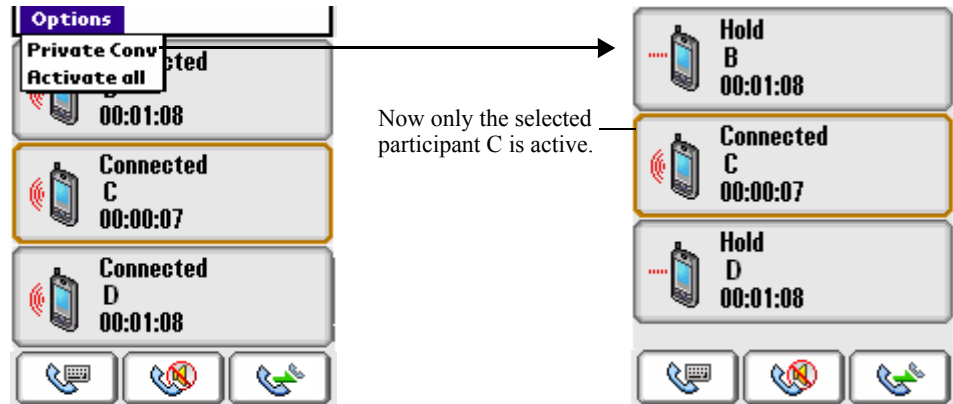


2. Now tap the Conference button to re-initiate the conference call with D's participation.

Having a private conversation with one of the participants

1. During a conference call, tap the participant with whom you want to have a private conversation.

2. Tap the Menu icon and select Private Conv from the Options pull-down menu.



To cancel the private conversation with C and resume the conference call, just simply select Activate All from the Options pull-down menu.

4

Entering Data in Your Smartphone

You can enter data into your Smartphone by using the hard keyboard, onscreen keyboard, writing with the stylus in the text input area, or by importing data from another application.

Using the onscreen keyboard

You can open the onscreen keyboard anytime you need to enter text or numbers on your Smartphone.

To use the onscreen keyboard

When the system language is set to English:

1. **Open any application (such as the Address Book).**
2. **Tap any record, or tap New.**
3. **Choose one of the following to display the alphabetic or numeric keyboard:**
 - Tap abc on the front panel of your Smartphone to display the alphabetic keyboard.
 - Tap 123 on the front panel of your to display the numeric keyboard.

Tap abc for
alphabetic
keyboard.

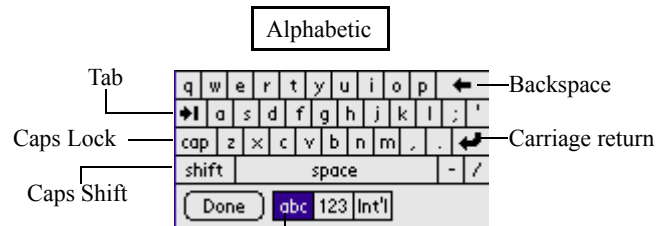


Tap 123 for
numeric
keyboard.

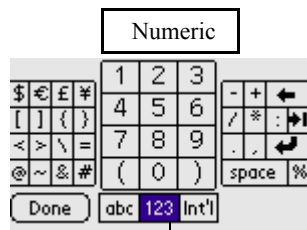
Entering Data in Your Smartphone

Using the onscreen keyboard

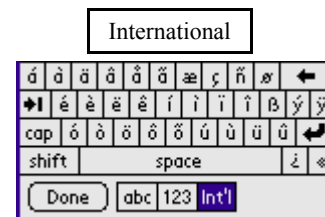
This is the internet version of the User Manual. Print only for private use.



Tap here to display alphabetic keyboard



Tap here to display numeric keyboard.



Tap here to display international keyboard.

TIP: To select any of the three keyboards, tap the Menu icon and then tap Edit. Tap Keyboard, and then tap the keyboard you want.

4. Tap the desired characters or numbers; then tap Done to enter the text or numbers.

When the system language is set to Simplified Chinese:

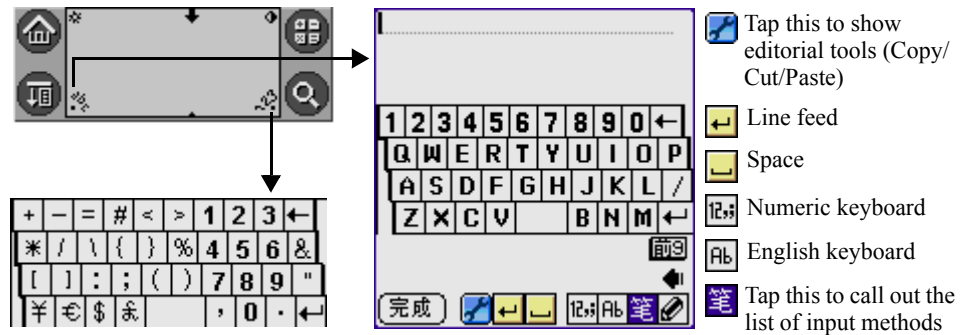
1. Open the application that requires data entry.

Entering Data in Your Smartphone

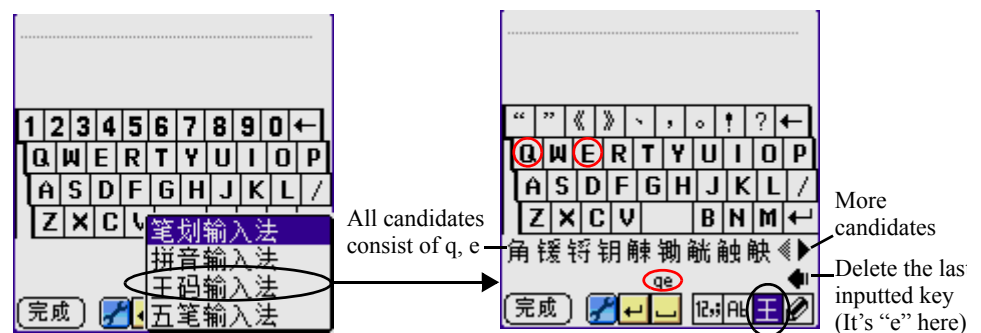
Using the onscreen keyboard

This is the internet version of the User Manual. Print only for private use.

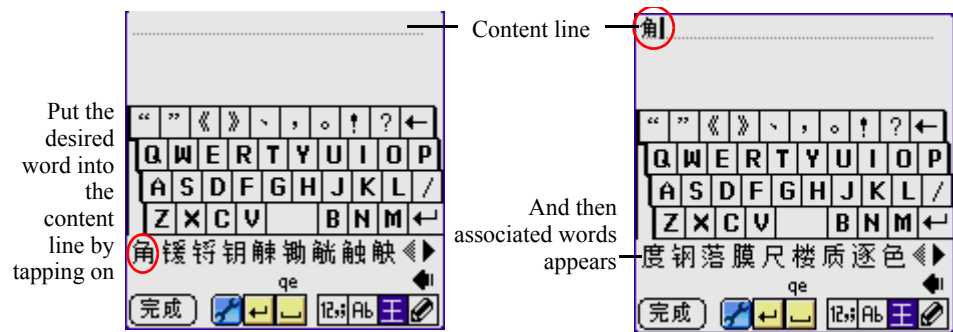
2. Tap the “abc” icon or “123” for a alphabetic/numeric keyboard in the graffiti area.




3. To select another input method instead of the default Strokes input method, tap to show the list of input methods and select one.
4. Tap proper keys according to the rules of the selected input method to key in Chinese characters.

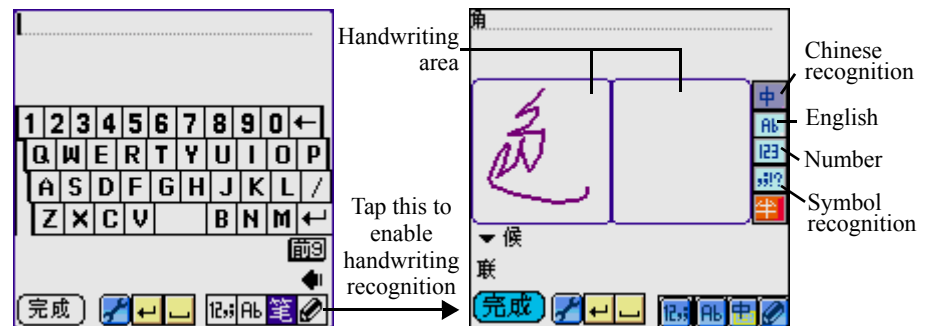


- As you tap keys onscreen, matched candidates will be lined up below the onscreen keyboard. Tap a desired word to put it to the content line, then associated words will be shown for quick entry.



Besides Chinese keyboard entry, your Smartphone also comes with multi-lingual (including English, Simplified and Traditional Chinese) handwriting recognition:

- Tap  to enable handwriting entry.
- Write with the stylus directly on the handwriting area.

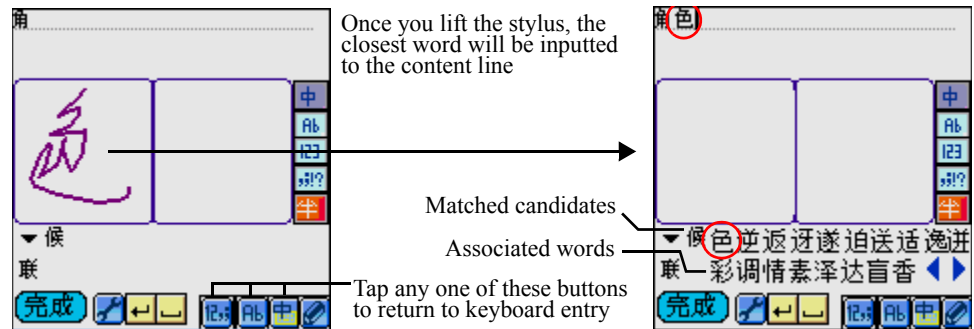


- When you lift the stylus, the closest word will be inputted to the content line, and less matched candidates will be lined up below the handwriting area. If the inputted word is not a right one, you can tap

Entering Data in Your Smartphone

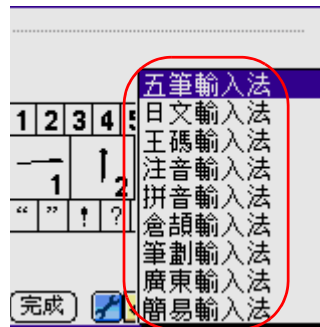
This is the internet version of the User Manual. Print only for private use. *Entering data using the hard keyboard*

any candidates below to replace it right away. Once the inputted word is confirmed, you can select associated words below for quick entry.



When the system language is set to Traditional Chinese:

When inputting data, it's pretty much the same with the Simplified Chinese mode. The only difference is that Traditional Chinese mode uses different input modes for Traditional Chinese entry, and it provides more methods.




Entering data using the hard keyboard

To use the hard keyboard


In English Platform

1. **Open any application (such as the Address Book).**
2. **Tap any record, or tap New.**
3. **Slide the keyboard away from the dock.**
4. **Press number key repeatedly until required letter appears.**

For instance: press  briefly once for letter "a", twice for "b" etc.

Entering Data in Your Smartphone

This is the internet version of the User Manual. Print only for private use. Entering data using Graffiti 2 handwriting

TIP: Press  repeatedly to swap between **ABC**, **abc** and **123** modes.

	ABC	abc
1	1-?!,:;"'()_	1-?!,:;"'()_
2	A B C 2	a b c 2
3	D E F 3	d e f 3
4	G H I 4	g h i 4
5	J K L 5	j k l 5
6	M N O 6	m n o 6
7	P Q R S 7	p q r s 7
8	T U V 8	t u v 8
9	W X Y Z 9	w x y z 9
0	␣ @ & + - / = < > * # % \$	␣ @ & + - / = < > * # % \$
*	Swap between ABC , abc , and 123 modes.	
#	<␣	<␣

Entering data using Graffiti 2 handwriting

You can use Graffiti 2 strokes to create letters, numbers, punctuation, and symbols. The Graffiti 2 writing strokes include all letters, numbers, and symbols found on a standard keyboard.

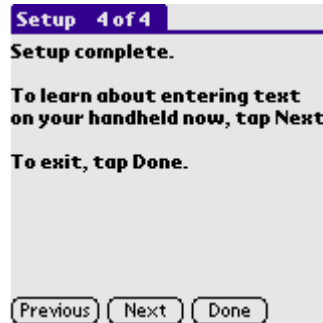
Learning to write Graffiti 2 characters

With only a few minutes of practice, you'll find it easy to enter accurate text and numbers using Graffiti 2 writing strokes.

The Graffiti 2 demo shows how to use the handwriting software. The first time you turn on your Smartphone, or perform a hard reset, the Welcome application will automatically guide you through the setup process. When you complete setup, you will be invited to learn how to use your handwriting software.

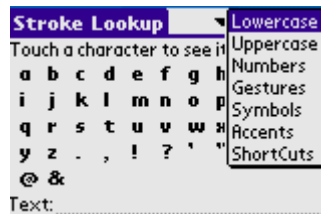
Entering Data in Your Smartphone

This is the internet version of the User Manual. Print only for private use. **Entering data using Graffiti 2 handwriting**



You should try the demo if Graffiti 2 is new to you. After you view the Welcome application the first time, a Graffiti 2 Demo icon will appear on the Applications Launcher screen. Tap on this icon to view the demo at any time.

TIP: When you reach the Stroke Lookup screen of the demo, use the pick list to view a wide variety of characters that you can make. As you tap a character, you will see an animation of the strokes used to form that character.



General Guidelines for Graffiti 2 Writing

Follow these guidelines to learn and use Graffiti 2 writing strokes successfully:

- To achieve 100% accuracy, practice drawing characters exactly as they appear in the tables later in this chapter.



- The heavy dot on each shape indicates where to start the stroke. Some characters have similar shapes, but different starting and

Entering Data in Your Smartphone

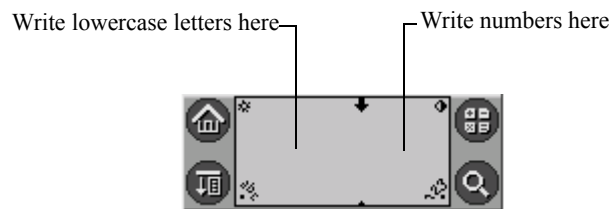
This is the internet version of the User Manual. Print only for private use. **Entering data using Graffiti 2 handwriting**

ending points. Always start the stroke at the heavy dot. (Do not draw the heavy dot; it is there only as a guideline.)

- The Graffiti 2 writing strokes for letters closely resemble letters of the standard English alphabet, both upper case and lower case. Graffiti 2 includes symbols made with a single stroke and symbols made with multiple strokes.

For multi-stroke characters, a temporary character is displayed after the first stroke, to show that the stroke was recognized. For example, after the first vertical stroke of “t”, a temporary “l” is shown. There is a limited time window, during which the second stroke must be drawn. Otherwise the temporary stroke is recorded.

- The text input area is divided into two parts, one for writing lowercase letters and one for writing numbers. The small marks at the top and bottom of the text input area define the division line. To have your Smartphone recognize letters and numbers, you must begin letter strokes on the left side, and number strokes on the right side of the text input area. Uppercase letters are formed by writing across the division line.



To write Graffiti 2 letters:

1. **Tap the screen where you want to write text, for example, on a line next to a time in the Date Book.**

NOTE: A blinking cursor must appear onscreen above the Graffiti 2 writing area before you can begin writing text.

2. **Use the tables on the following pages to find the stroke shape for the letter you want to write. For example, the stroke shown below creates the letter *n*.**



Entering Data in Your Smartphone

This is the internet version of the User Manual. Print only for private use. **Entering data using Graffiti 2 handwriting**

You use the same shape to create both the lowercase letter and the uppercase letter.

- 3. Position the stylus in the appropriate place of the text input area.**
- 4. Start your stroke at the heavy dot, and draw the stroke shape as it appears in the tables.**
- 5. Lift the stylus from the screen at the end of the stroke shape.**
- 6. Your Smartphone recognizes your stroke immediately and displays the letter at the insertion point tap onscreen. As soon as you lift the stylus from the screen, you can begin the stroke for the next character you want to write.**

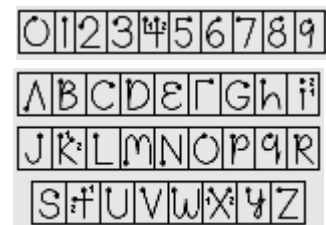
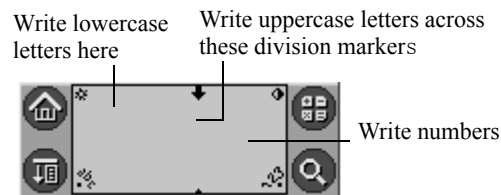
Graffiti 2 tips

When using Graffiti 2 writing, keep the following tips in mind:

- For greater accuracy, draw letters with large strokes; strokes that nearly fill the text input area are easily interpreted.
- To delete characters, set the insertion point to the right of the character you want to delete, and draw the Backspace stroke (a line from right to left) in the text input area.
- Write at natural speed. Writing too slowly can produce errors.
- Do not write at a slant. Keep vertical strokes parallel to the sides of the text input area.
- When letters and numbers can be written using two different strokes, use the easiest one for you.
- Press firmly.

The Graffiti 2 alphabet

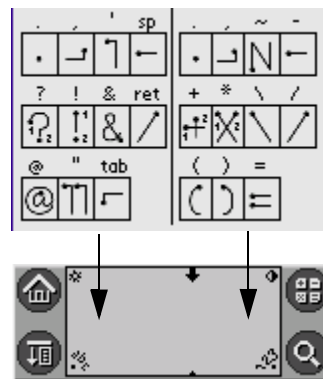
Draw Graffiti 2 letters according to the following alphabet.



Writing punctuation marks and other special characters

Using Graffiti 2 writing, you can create any punctuation symbol and special character available from a standard keyboard.

- The period and comma punctuation marks can be written on either side of the text input area (the letter or number side). Other common punctuation marks can be written on one side of the text input area according to the chart below (in general, the more frequently used punctuation is on the left side).



Note that the punctuation characters can also be entered anywhere on the text input area if you first use the shift character. This requires an additional shift stroke, but you may find it more convenient, since you don't have to remember on which side of the input area to make the stroke.

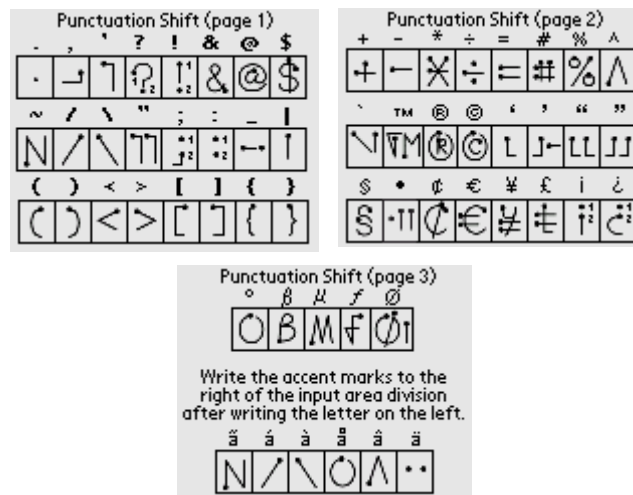
- When writing letters with accent marks, first write the letter stroke on the left side (or in the center for uppercase letters) of the input area. Then quickly write the accent stroke on the right side of the input area, as shown in the illustration below.
- Symbols and other special characters can be written using the Shift command. When you make a vertical stroke from the bottom to the top in the text input area, the Shift indicator arrow appears in the lower right corner of the screen. While this arrow is visible, you can make the punctuation shift characters shown in the illustration below. Once the arrow goes away, the punctuation mark appears.

Entering Data in Your Smartphone

This is the internet version of the User Manual. Print only for private use. Entering data using Graffiti 2 handwriting

TIP: Using an additional Shift stroke to finish writing the character (as shown in the demo) is optional, but will make the character appear more quickly.

Draw punctuation, symbols or accent marks using the following strokes:





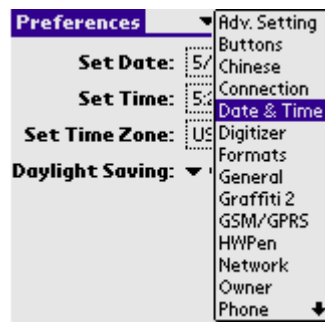
TIP: Samples of the character strokes are available in the Graffiti 2 Help file. To view the Help file, use the full-screen pen stroke, dragging the stylus from the text input area to the top of the screen. Note that the accented characters appear on a Punctuation Shift screen, but do not use the Shift command. To write uppercase accented characters, write the letter across the division mark, just as you would do with an ordinary letter.

Using the Graffiti 2 tuner

The Graffiti 2 tuner provides alternate strokes for making the T, P, Y, and \$ characters. For example, you may want to write the letter “T” by using strokes similar to a space and an “L”. But if this technique is difficult to control, you can turn off this option.

To use the tuner:

1. Tap the Home icon  .
2. In the pick list in the upper right corner of the screen, tap Main or System.
3. Tap the Prefs icon  .
4. Select Graffiti 2 from the pick list in the upper right corner of the screen.

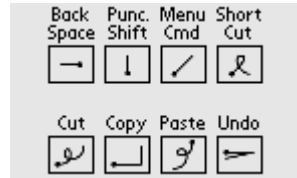


5. Tap on one of the letters available for you to tune:



Using Graffiti 2 Gestures

Gestures are editing commands, such as cut, paste, and the ShortCut command which will be explained in the next section. To use gestures, draw the following strokes:



Using Graffiti 2 ShortCuts

Graffiti 2 ShortCuts let you quickly and easily enter commonly used words or phrases. ShortCuts are similar to the Glossary or Autotext features of some word processors. Graffiti 2 writing comes with several predefined ShortCuts. You can also create your own, for any words, letters, or numbers.

You can create ShortCuts, with up to 45 characters, using the ShortCut preferences. For example, you could create a ShortCut for your name or for the header of a memo. All ShortCuts you create appear on the list in the ShortCut Preferences screen, are available in any of your Smartphone applications, and are backed up on your computer when you perform a HotSync[®] operation.

Your Smartphone includes the following predefined Graffiti 2 ShortCuts for common entries:

- ds—Date stamp
- ts—Time stamp
- dts—Date/time stamp
- me—Meeting
- br—Breakfast
- lu—Lunch
- di—Dinner


To use a ShortCut:

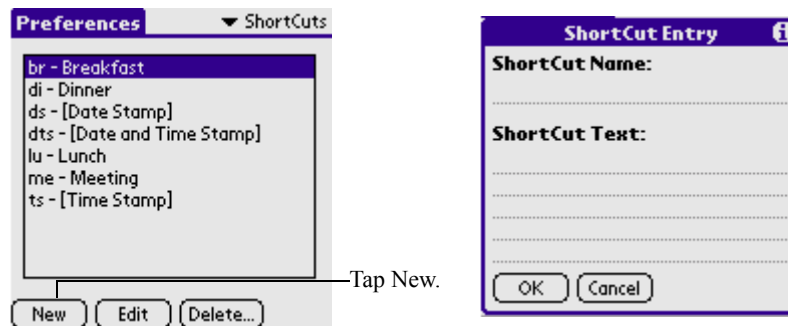
Draw the ShortCut stroke, followed by the ShortCut character or characters.

When you draw the ShortCut stroke, the ShortCut symbol appears at the insertion point.



To create a ShortCut:

1. Tap the Home icon .
2. Select All or System from the pick list in the upper right corner.
3. Select Prefs from the menu.
4. Tap ShortCuts in the pick list in the upper right corner.
5. Tap New.
6. In the ShortCut Name line of the ShortCut Entry screen, enter the letters you want to use to activate the ShortCut.



7. Tap the ShortCut Text area, then enter the text that will appear when you write the ShortCut characters.
8. You can add a space character after the last word in your ShortCut text, so that a space automatically follows the ShortCut text.
9. Tap OK.

To edit a ShortCut:

1. In the ShortCut Preferences screen, tap the ShortCut you want to edit.
2. Tap Edit.
3. Make the changes you want, then tap OK.

To delete a ShortCut:

- 1. In the ShortCut Preferences screen, tap the ShortCut you want to delete.**
- 2. Tap Delete, then tap Yes.**

Importing data

If you have data stored in computer applications such as spreadsheets and databases, or if you want to import data from another device, you can transfer the data to your Smartphone without having to key it in manually. Save the data in one of the file formats listed below, import it into Smartphone, and then perform a HotSync operation to transfer the data to your Smartphone.

Smartphone can import data in the following file formats:

- Comma delimited (*.csv, *.txt): Address Book and Memo Pad only.
- Tab delimited (*.tab, *.tsv, *.txt): Address Book and Memo Pad only.
- CSV (Lotus Organizer 2.x/97 Mapping): Address Book only.
- Date Book archive (*.dba).
- Address Book archive (*.aba).
- To Do List archive (*.tda).
- Memo Pad archive (*.mpa).

Archive formats can only be used with Smartphone. Use the archive file formats to share information with other people who use Palm Powered handhelds or to create a copy of your important Smartphone information.

To import data:

- 1. Open Smartphone.**
- 2. Click the application into which you want to import data.**
- 3. If you are importing records that contain a field with category names, do the following:**
 - a. Select All in the Category box.**

- b. Make sure that the same categories that appear in the imported file also exist in the application. If the categories do not exist, create them now; otherwise, the records will be imported into the Unfiled category.**
- 4. Choose File > Import; then select the file you want to import, and click Open.**
- 5. To import data into the correct Smartphone fields, drag fields in the left column so that they are opposite to the corresponding imported field on the right.**
- 6. To exclude a field from being imported, deselect the field's check box.**
- 7. Click OK.**
- 8. The imported data is highlighted in the application.**
- 9. To add the imported data to your Smartphone, perform a HotSync operation.**

See Smartphone online Help for more information on importing and exporting data.

Beaming data

Your handheld is equipped with an infrared (IR) port that is located at the right side of the handheld, behind the small dark shield. The IR port supports the IrCOMM implementation of the standards for infrared communication established by the Infrared Data Association (IrDA). This means that not only can you beam data to another Palm OS handheld that's close by and is equipped with an IR port, but you can also beam data to a mobile phone and to any other device that supports the IrCOMM implementation of the IrDA standards and that can read the type of data you're beaming.

You can beam the following information between devices with an IR port:

- The record currently displayed in Date Book, Address Book, To Do List, Note Pad, Palm Photos, or Memo Pad
- All records of the category currently displayed in Address Book, To Do List, Note Pad, Palm Photos, or Memo Pad

- A special Address Book record that you designate as your business card, containing information you want to exchange with business contacts
- An application installed in RAM memory

TIP: You can also perform HotSync operations using the IR port. See “IR HotSync Operations” in Chapter 12 for details.

To select a business card:

1. **Create an Address Book record that contains the information you want on your business card.**
2. **Tap the Menu icon.**
3. **Select “Select Business Card” from the Record menu.**
4. **Tap Yes.**

To beam a record, business card, or category of records:

1. **Locate the record, business card, or category you want to beam.**
2. **Tap the Menu icon.**
3. **Select one of the following from the Record menu:**
 - The Beam command for an individual record
 - In Address Book only: Beam Business Card
 - Beam Category
4. **When the Beam Status dialog box appears, point the IR port directly at the IR port of the receiving handheld.**

For best results, handhelds should be between 10 centimeters (approximately 4 inches) and 1 meter (approximately 39 inches) apart, and the path between the two handhelds must be clear of obstacles. The beaming distance to other Palm OS handhelds may be different.

5. **Wait for the Beam Status dialog box to indicate that the transfer is complete before you continue working on your handheld.**

To beam an application:

1. **Tap the Home icon.**
2. **Tap the Menu icon.**

3. **And then select Beam from App menu.**
4. **Tap the application you want to transfer.**

NOTE: Some applications are copy-protected and cannot be beamed.

5. **Tap Beam.**
6. **When the Beam Status dialog box appears, point the IR port directly at the IR port of the receiving handheld.**
7. **Wait for the Beam Status dialog box to indicate that the transfer is complete before you continue working on your handheld.**

To receive beamed information:

1. **Turn on your handheld.**
2. **Point the IR port directly at the IR port of the transmitting handheld to open the Beam dialog box.**
3. **Tap Yes.**

5

Performing Common Tasks

The tasks described in this section use the term *records* to refer to an individual item in any of the basic applications, for example, a single Date Book event, Address Book entry, To Do List item or Memo Pad memo item.

Creating records

You can use the following procedure to create a new record in Date Book, Address Book, To Do List and Memo Pad.

To create a record:

1. **Select the application in which you want to create a record.**
2. **Tap New. (For the Date Book only, select start and end times for your appointment and tap OK.)**
3. **Enter text for the record.**

NOTE: The Smartphone automatically capitalizes the first letter of each field (except numeric and e-mail fields).

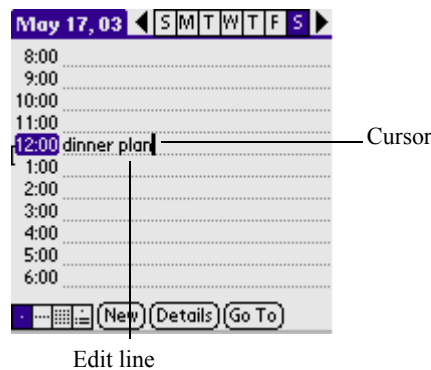
4. **As an option, tap Details to select attributes for the record.**
5. **In the Address Book and Memo Pad only, tap Done.**

Your Smartphone saves the new record automatically.

Editing records

After you create a record, you can change, delete, or add new information at any time. When the screen is in edit mode, a blinking cursor appears within the information, and the information appears on a dotted gray line called an edit line.

You can enter text in any of the ways described in [Chapter 3, “Entering Data in your Smartphone”](#).



Selecting Text

Select the text you want to edit using one of the following techniques:

- Double-tap on a word in a field to select the word.
- Triple-tap on any word on a line to select the entire line.
- To select a segment character in the character: you can tap the top or trail of character you want to select, then pull to the trail or top of the segment you want to select. So you can select several character one time.

Using the Edit menu

The Edit menu is available from any screen where you enter or edit text. As a general rule, the Edit menu commands affect the selected text. You can display the Edit menu in three ways: by tapping the Menu icon, by tapping the inverted tab at the top of the screen, and by writing a Graffiti® 2 ShortCut.

To use the Edit menu:**1. Do one of the following to display the Edit menu:**

- Tap the Menu icon; then tap the Edit menu to display the commands in the menu.
- Tap the inverted tab at the top of the screen; then tap the Edit menu to display the commands in the menu.
- In the text input area, drag a diagonal line from the lower left to upper right to display the Command toolbar. To select a command, either tap the icon representing a command on the Command toolbar, or draw the Graffiti 2 ShortCut in the text area of your screen.

**2. Choose from the following commands, depending on the application you're using:**

- Undo reverses the last action taken.
- Cut removes a selection from its current location to memory. You can then paste the text into another area of the current application or into a different application.
- Copy copies a selection and moves it to memory. You can paste the selection into another area of the current application or into a different application.
- Paste inserts a selection from memory into an area you select. Paste produces no result if you have not used the Cut or Copy commands, it will execute this command.
- Select All selects all the text in the current record or screen.
- Keyboard opens the onscreen keyboard. Tap Done to close the keyboard.
- Graffiti 2 Help opens the Graffiti 2 character stroke screen.

Deleting records

You can delete records in any of the basic applications.

To delete a record in any of the basic applications:**1. Select the record you want to affect.**

2. Do one of the following:

- Tap the Menu icon, open the Record menu, and then tap the Delete command.

The Delete command differs depending on the application you're using, for example, Delete Event appears in the Record menu while you're in the Date Book, and Delete Item appears when you're using the To Do List.

- Tap the inverted tab at the top of the screen, open the Record menu, and then select the desired Delete command.
- In the Details dialog box of the application, tap Delete, and then tap OK.
- Delete the text of the record.

NOTE: In the Date Book, deleting the text of a repeating event deletes all instances of the event.

- In the text input area, drag a diagonal line from the lower left to upper right to display the Command toolbar; then tap the Delete icon or draw a Graffiti 2 'D' in the text area.



A confirmation dialog box appears.

- 3. To archive a copy of the deleted file on your PC, select the Save Archive option. If you choose the archive option, the record is transferred to the archive file on your PC the next time you perform a HotSync operation.**
- 4. Tap OK to delete the record.**

Purging records

Over time, as you use Date Book and To Do List, you may accumulate records that are no longer useful. For example, events that occurred months ago remain in the Date Book, and completed To Do List items remain in the list.

Outdated records take up memory on your Smartphone, so it's a good idea to remove them by using Purge. If you think Date Book or To Do List

records might prove useful later, you can purge them from your Smartphone and save them in an archive file.

Purging is also available in Mail. Purging is not available in Address Book or Memo Pad; delete records from these applications manually.

To purge records:

- 1. Open the application from which you want to purge records.**
- 2. Choose from the following options:**
 - Tap the Menu icon, open the Record menu, and then tap Purge. A confirmation dialog box appears.
 - Tap the inverted tab at the top of the screen, open the Record menu, and select Purge.
- 3. Choose from the following options:**
 - For the Date Book, select the Delete Events Older Than pick list and select an option—1 week, 2 weeks, 3 weeks or 1 month.
 - For the Date Book or To Do list, select Save Archive Copy on PC to save a copy of purged records in an archive file on your desktop. Selecting this option transfers purged records to an archive file the next time you perform a HotSync operation. Tap OK.

Categorizing records

You can categorize records in the Address Book, To Do List and Memo Pad applications for easy retrieval. (The Date Book does not have categories.) When you create a record, it is automatically assigned to the currently displayed category. For example, if the All category is displayed, the record is assigned to the Unfiled category. A record can remain unfiled or it can be assigned to a category at any time.

Each application has a default set of categories:

- The Address Book includes a Business, Personal, and QuickList category.
- The To Do List includes a Business, Personal, and All category.

You can rename or delete the default categories, and you can create new categories. Each application can have up to 15 categories.

This is the internet version of the User Manual. Print only for private use.

To move a record into a category:

1. Select the record you want to categorize.
2. Tap Details. (From the Address View screen, tap Edit first.)
3. In the Details dialog box, tap the Category pick list, select the desired category, and then tap OK.

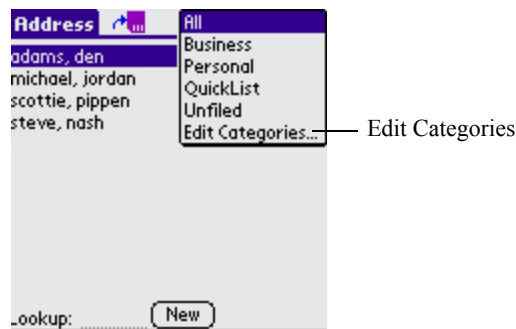
To display a category of records:

1. Open one of the following applications: the Address Book, the To Do List, or the Memo Pad application.
2. Tap the pick list in the upper right corner of the screen; then tap the category you want to display.



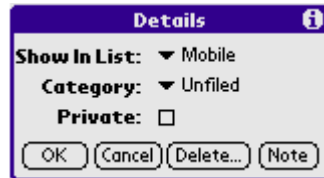
To add or edit application categories:

1. In the Address Book, To Do List or Memo Pad application, choose from the following options:
 - Tap the pick list in the upper right corner of the screen, and tap Edit Categories.



This is the internet version of the User Manual. Print only for private use.

- In the Address Book, select a record and tap Edit; then tap Details. In the Category pick list, tap Edit Categories.
- In the Memo Pad and To Do List, select a record from the list, and tap Details. In the Category pick list, tap Edit Categories.



2. Select any of the following options:

- To create a new category, tap New, and enter a new name in the text input area. Tap OK.
- To rename a category, tap it in the list to select it. Tap Rename, enter a new name in the text input area, and Tap OK.



- To delete a category, tap it in the list to select it. Tap Delete.

3. Tap OK.

To rename a category:

- 1. Tap the pick list in the upper right corner of the screen; then tap Edit Categories.**
- 2. Select the category you want to rename; then tap Rename.**
- 3. Enter the new name for the category, and tap OK.**
- 4. Tap OK to exit the Edit Categories dialog box.**

TIP: You can move records from multiple categories into a single category by renaming all discrete categories with a single category name.

Finding records

Your Smartphone lets you find information in several ways:

- In all applications, starting with the current application, you can find the selected text.
- In the Date Book, the To Do List, and the Memo Pad, you can use Phone Lookup to display the Address List screen and add the information from this list to a record.
- In the Address Book, you can use the Look Up option to enter the first letter of a name to scroll immediately to that name.
- In your Smartphone application, you can use Lookup to access information in your Address Book.

Finding Address Book records

You can look up Address Book records using the scroll button on the front panel of your device or by typing the first few letters of a name in the Look Up option at the bottom of the address screen.

To look up an Address Book record:

1. Do one of the following:

- From the Address screen, enter the first few letters of the name you want to locate.



- Use the scroll button on the front panel of the device to scroll a screen at a time. Holding down the scroll button accelerates scrolling.

Using the Find option

The Find option lets you locate text in any or all applications. For example, if the text “dog” appears in the Address Book and the Date Book, the Find option displays both occurrences in the Find dialog box.

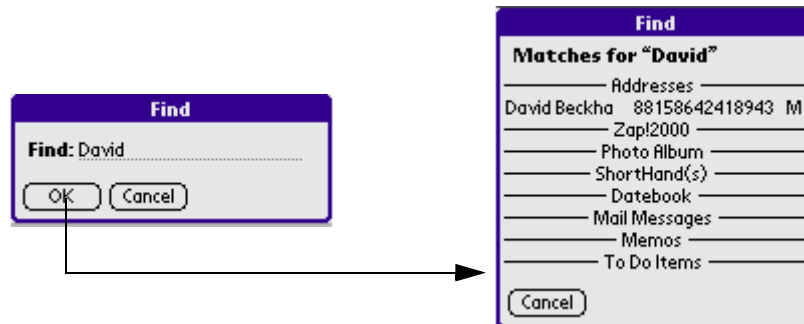
To use the Find option:

1. **Tap the Find icon.**
2. **Enter the text you want to find, then tap OK.**

Note that the Find option is not case sensitive; searching for “davidson” also finds “Davidson.”

TIP: Select text in an application before tapping Find to automatically place the text in the Find dialog box.

Find searches for the text in all records and all notes within all applications.



If there have no the recorder you want to search in the found recorder, you can tap the Continue Find.

Using Phone Lookup

The Phone Lookup option lets you add a telephone number from the Address list to an entry in another application. For example, you can add your dentist’s telephone number to your dental appointment date in the Date Book.

To use Phone Lookup:

1. **Display the record in which you want to insert a phone number. The record can be in the Date Book, the To Do List, or the Memo Pad.**
2. **Do one of the following:**

- Tap the Menu icon. Tap Options, and then tap Phone Lookup.
 - Tap the inverted tab at the top of the screen; then tap Options and tap Phone Lookup.
 - In the text input area, drag a diagonal line from the lower left to upper right to display the Command toolbar. In the text area, write an L, the ShortCut for the Phone Lookup command.
3. **Select a record or write the first few letters of the name you want to add. Tap Add to add the information to the record.**

NOTE: You can also search based on the selected text. Drag to highlight the text, then follow step 2 above. When the search is complete, the name and phone number of the candidate will replace the selected text.

Sorting records

You can sort lists of records in various ways, depending on the application. Sorting is available in applications that display lists—in the Address Book, To Do List and Memo Pad.

To sort records in the To Do List applications:

1. **Open the application to display the list screen.**
2. **Tap Show.**
3. **Tap the Sort By pick list, and select an option.**
4. **Tap OK.**

To sort records in the Address Book and Memo Pad:

1. **Open the application to display the list screen.**
2. **Do one of the following:**
 - Tap the Menu icon. From the Options menu, tap Preferences.
 - Tap the inverted tab at the top of the screen; then tap Preferences in the Options menu.
 - In the text input area, drag a diagonal line from the lower left to upper right to display the Command toolbar. In the text area, write an R, the ShortCut for the Preferences command.

3. **In the Preferences dialog box, tap the option you want; then tap OK to sort the list.**

To sort the Memo List manually:

Tap and drag a memo to a new location in the list.

TIP: To display the list of your memos on your computer as you arranged them manually on your Smartphone, open Memo Pad in Smartphone click List By, and select Order on Handheld.

Making records private

In all the basic applications except the Mail application, you can make individual records private. Private records can be either masked or hidden. Private records remain visible and accessible until you select a security setting to Hide Records. Private record names are covered with a gray bar when the security setting is set to Mask Records.

If you have assigned a password to your device, you must enter it before private records are displayed.

To make a record private:

1. **In your application, do one of the following:**
 - Create a new record and tap Edit, and then tap Details.
 - Select an existing record, and tap Details.
2. **Tap the Private check box. Tap OK.**
3. **At the alert in the Private Records dialog box, tap OK.**



To hide private records:

- 1. Do one of the following:**
 - Tap the Menu icon; tap the Security Set or Security in the Options menu.
 - Tap the inverted tab at the top of the screen; then tap Security Set or Security in the Options menu.
 - Bring up the Command Bar and tap the padlock icon. To bring up the Command Bar, drag your pen diagonally across the text input area from lower left to upper right.
- 2. In the Change Security dialog box, in the Current Privacy pick list, tap Hide Records; then tap OK.**



To display private records:

- 1. Do one of the following:**
 - Tap the Menu icon; tap the Security Set or Security in the Options menu.
 - Tap the inverted tab at the top of the screen; then tap Security Set or Security in the Options menu.
 - Bring up the Command Bar and tap the padlock icon. To bring up the Command Bar, drag your pen diagonally across the text input area from lower left to upper right.
- 2. From the Current Privacy pick list, tap Show Records; then tap OK.**
- 3. If you have assigned a password, you must enter the password before the hidden records are displayed.**
- 4. Enter your password, and then tap Show.**

Attaching notes

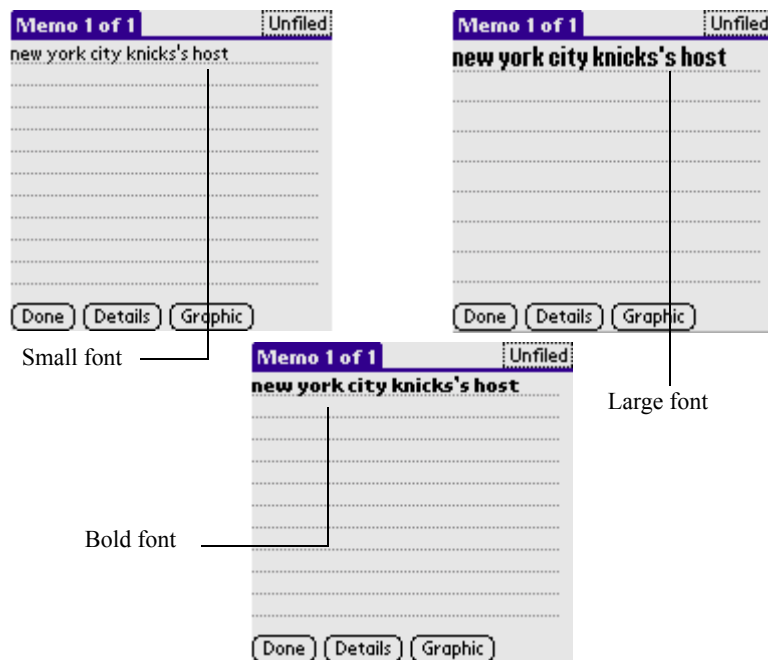
You can attach notes to records in all the basic applications except the Memo Pad. A note can be up to several thousand characters long.

To attach a note to a record:

1. **Display the entry to which you want to add a note.**
2. **In Address Book only, tap Edit.**
3. **Tap Details (or tap Notes in Address Book directly).**
4. **Tap Note; then enter the desired note.**
5. **Tap Done.**

Choosing fonts

You can change the font style in all basic applications. You can choose a different font style for each application.



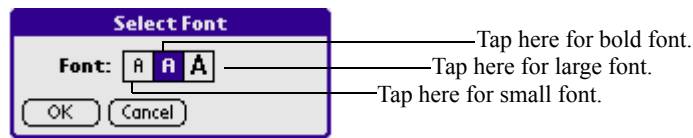
To change the font style:

1. **Open an application.**

2. Do one of the following:

- Tap the Menu icon. From the Options menu, tap Font.
- Tap the inverted tab at the top of the screen; then tap Font in the Options menu.
- In the text input area, drag a diagonal line from the lower left to upper right to display the Command toolbar. In the text area, write an F, the ShortCut for the Font command.

3. Tap the font style you want; then tap OK.



Getting information on an application

You can get information on any application by displaying its About box. The About box displays the name and version number of the application.

To display the About box:

- 1. Tap the Menu icon from any location.**
- 2. In the Options menu, tap About.**
- 3. The text following the About command differs based on your location. For example, if you're in the Date Book, the command is About Date Book; if you are in the Address Book, the command is About Address Book.**

6

Managing Applications

This chapter explains how to switch between applications on your Smartphone, how to personalize application settings, and how to categorize applications into related groups.

Using the Applications Launcher

The Applications Launcher displays all the available applications on your Smartphone by default. You can also display only selected applications by arranging applications into categories.

To open the Applications Launcher:

Tap the Home icon.

Selecting applications

Your Smartphone is equipped with a variety of applications. All the applications installed on your Smartphone appear in the Applications Launcher.

In addition to providing a way for you to open applications, the Applications Launcher displays the current time, battery level, and application category.

To open an application:

Choose from the following options:

- Tap the Home icon, and then tap the icon of the application you want to open. If you have many applications installed on your Smartphone, tap the scroll bar to see all the available applications.

- Press an application button on the front panel to display the selected application immediately.
- Press the volume +/- buttons on the left side panel of the unit to go to show application shortcuts. Press volume + for Group 1 shortcuts, press volume - for Group 2 shortcuts. For details of using applications shortcuts, see “Using the Shortcut” in Chapter 11, “Working with Utility applications”.
- To switch between applications, tap the Home icon or press an application button on the front panel of your Smartphone. Your Smartphone automatically saves your work in the current application and displays it when you return to that application.

Categorizing applications

The category feature enables you to manage the number of application icons that appear onscreen in the Applications Launcher. You can assign an application to a category and then display a single category or all your applications.

To categorize an application:

1. **Tap the Home icon on the front panel of your device.**
2. **Tap the Menu icon.**
3. **From the App menu, tap Category.**
4. **Choose from the following options:**
 - To choose a category for an application, tap the pick list next to each application.
 - To create a new category for an application, tap Edit Categories from the application’s pick list. Tap New, enter the category name, and then tap OK to add the category. Tap OK.
5. **Tap Done.**

To display applications by category:

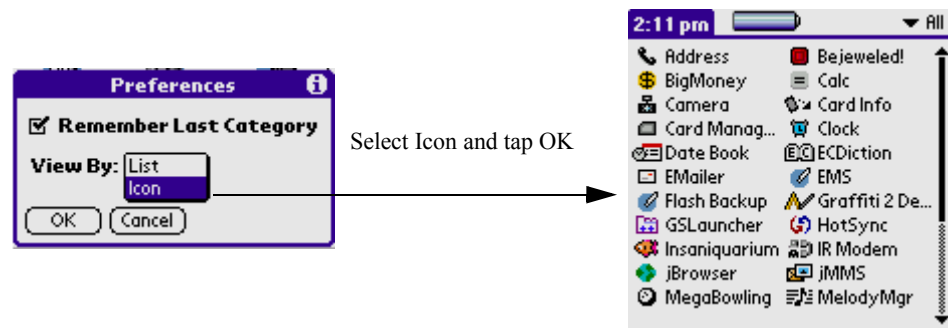
1. **Tap the Home icon.**
2. **Do one of the following:**
 - Tap the Home icon repeatedly to cycle through all the categories.
 - Tap the pick list in the upper right corner of the screen, then tap the category you want to display.

Changing the Applications Launcher display

By default, the Applications Launcher displays applications as icons. As an alternative, you can display applications in a list format.

To change the view of applications:

1. Tap the Home icon; then tap the Menu icon.
2. From the Options menu, tap Preferences.
3. From the View By option tap List; then tap OK to see your applications in list format.



In addition to displaying applications by icon or list, you can set an option to display the last-selected category of applications each time you open the Applications Launcher.

To display the last-selected category of applications:

1. Tap the Home icon; then tap the Menu icon.
2. From the Options menu, tap Preferences.
3. In the Preferences dialog box, tap Remember Last Category.
4. Tap OK. Each time you return to the Applications Launcher, the last category of applications you selected is displayed.

NOTE: If you do not select the Remember Last Category option, all applications are displayed when you select the Applications Launcher.

Setting preferences for applications

You can set preferences for individual applications in the Preferences dialog box. Not all applications have preference settings.

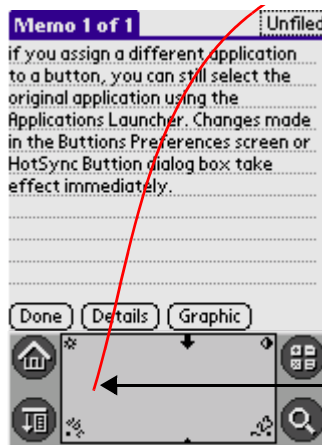
To set preferences for an application:

1. **Open an application.** For instructions, see “**Selecting applications**” in this chapter.
2. **Tap the Menu icon.**
3. **From the Options menu, select Preferences.**
4. **Enter the desired preference settings; then tap OK.**

Assigning applications to buttons

Buttons preferences let you assign different applications to the buttons on the front panel of the Smartphone. For example, if you find that you seldom use the Camera and often use Email, you can assign the Camera button to start the Email application.

You can also change whether the full-screen pen stroke activates the Graffiti® 2 Help application or one of your Smartphone controls using Buttons preferences.

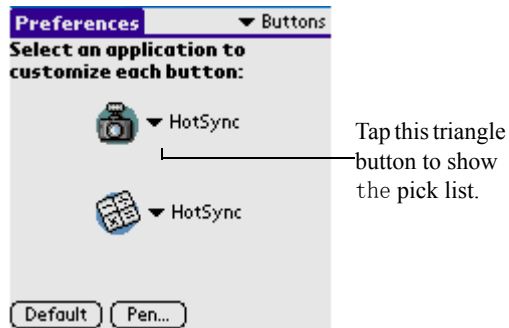


Full-screen pen stroke: draw a line from the Graffiti area to the top of the screen

If you assign a different application to a button, you can still select the original application using the Applications Launcher. Changes made in the Buttons Preferences screen or HotSync Buttons dialog box take effect immediately.

To change the Buttons preferences:

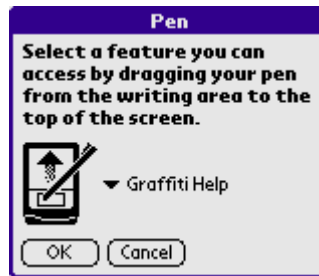
1. Tap the Home icon.
2. Select All or System from the pick list in the upper right corner.
3. Select Prefs from the menu.
4. From the pick list in the upper right corner, tap Buttons.
5. In the Buttons Preferences screen, tap the pick list next to the button you want to re-assign.
6. Tap the application that you want to assign to the button.



TIP: To restore all of the buttons to their factory settings, tap Default.

To change what the full-screen pen stroke activates:

1. Tap the Home icon.
2. Select All or System from the pick list in the upper right corner.
3. Select Prefs from the menu.
4. In the pick list in the upper right corner, tap Buttons.
5. In the Buttons Preferences screen, tap Pen.



6. **Tap the pick list, and tap one of the following settings for the full-screen pen stroke:**
 - Brightness calls out the Brightness adjusting scale.
 - Keyboard opens the onscreen keyboard for entering text characters.
 - Graffiti 2 Help opens a series of screens that show the complete Graffiti 2 character set.
 - Turn Off & Lock turns off and locks the Smartphone. You must assign a password to lock the Smartphone. When locked, you need to enter the password to use your Smartphone.
 - Beam Data beams the current record to another PDA Smartphone.
7. **Tap OK.**

Installing add-on applications

In addition to the applications that came with your Smartphone, you can install applications (called add-on applications) using the Install Tool during a HotSync® operation. A variety of third-party applications are available for your device, such as games and other software, from the internet.

Add-on applications reside in RAM memory and can be removed at any time; for information, see **“Removing applications”** later in this chapter.

Installing games

In addition, you can install games included on the CD using the Smartphone Install Tool. These games include:

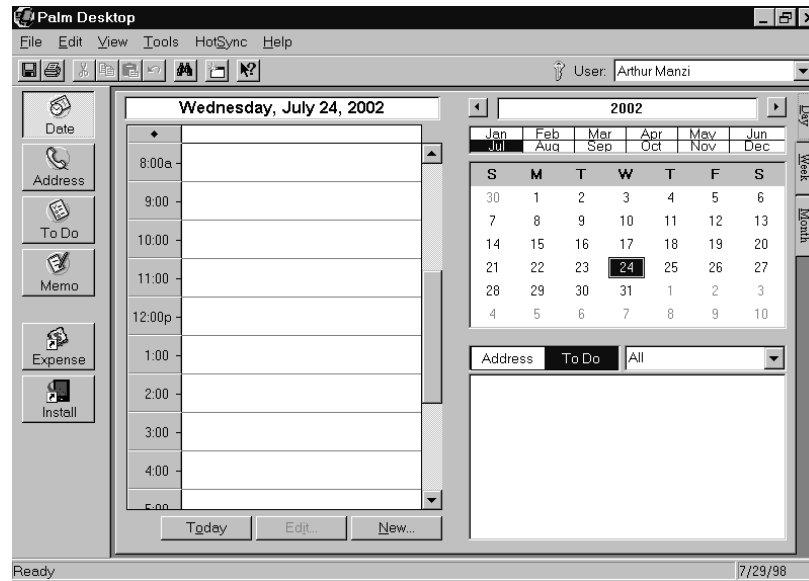
- Giraffe (a fun and simple way to practice Graffiti 2 writing)
- HardBall
- MineHunt

- Puzzle
- SubHunt

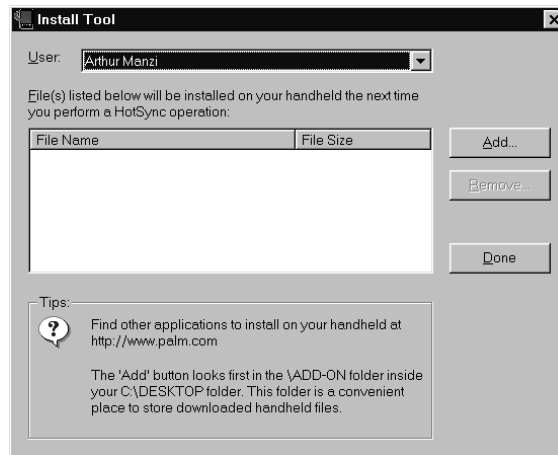
After you install and start a game, its instructions appear in the Game menu. Depending on the game, the Game menu may also contain commands to show high scores, start a new game, or set preferences for the game.

To install add-on applications on your Smartphone:

1. From your computer desktop, copy or download the applications you want to install into the add-on folder in your Smartphone directory.
2. If the application is compressed, for example, as a zip file, decompress the application into the add-on folder before continuing.
3. Double-click the Smartphone icon on your computer desktop to open it, then click Install.



TIP: You can also select the Install Tool dialog box by selecting Install Tool from the Smartphone program group or by double-clicking any file with a PRC file extension.



4. In the User drop-down list, select the user name that corresponds to your Smartphone; then click Add.
5. In the file list of the Add-on folder, select the application that you want to install on your Smartphone; then click Open. The file appears in the Palm Install Tool dialog box.
6. If decide not to install an application, select it in the list of files in the Palm Install Tool dialog box and click Remove. The application is removed from the dialog box list, but not from your computer.
7. Click Done. A message appears to indicate that the application or applications will be installed the next time you perform a HotSync operation.
8. Perform a HotSync operation to install the applications. See Chapter 11, “Exchanging and Updating Data using HotSync Operations” for more information.

Removing applications

You can remove add-on applications, patches, and extensions from your Smartphone if you run out of memory or no longer need them.

You cannot remove the built-in applications that reside in the ROM portion of your device, including the Date Book, Address Book, To Do List, Memo Pad, Calculator, and Mail applications.

To remove an add-on application:

1. Tap the Home icon; then tap the Menu icon.
2. Tap Delete.
3. In the Delete dialog box, tap the application you want to remove.



4. Tap Delete.
5. Tap Yes.
6. Tap Done.

Removing Smartphone

If you no longer want to use Smartphone, you can remove it from your computer.

To remove Smartphone:

1. In Windows, from the Start menu, choose Settings > Control Panel.
2. Open the Add/Remove Programs icon.
3. On the Install/Uninstall tab, select Smartphone; then click Add/Remove.

NOTE: You must retain the HotSync Manager from the CD for installation to synchronize data with another PIM.

Working with Communication Applications

Your Smartphone includes the following communication applications:


- SMS
- jMMS
- EMailer
- WAP Browser
- STK
- Ringtone Profile
- Melody Manager

Sending and Receiving Text Messages (SMS)

The Short Message Service (SMS) allows you to send and receive text messages consisting of up to 160 English characters.

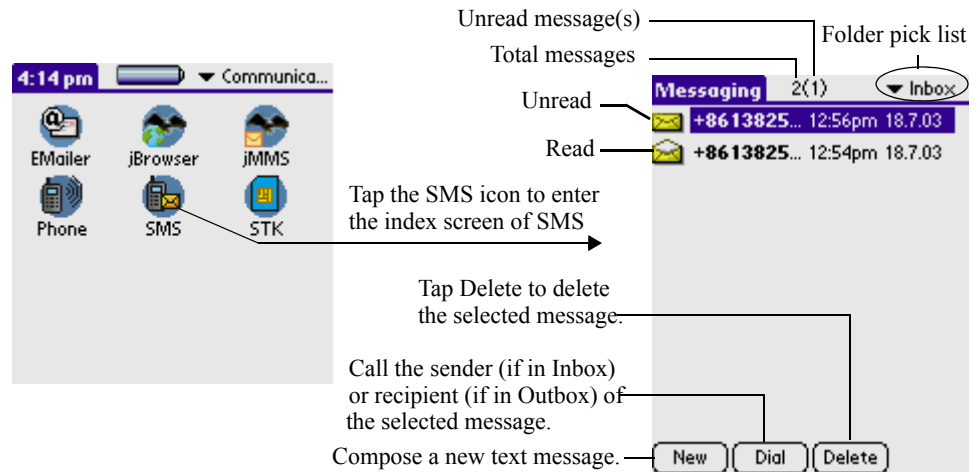
- Messages can be classified in different categories.
- You can send text messages to a group which you have defined in your phone book.

To open the SMS

1. Tap the Home icon  .
2. Select **Communication** from the pick list in the upper right corner.

This is the internet version of the User Manual. Print only for private use.

3. Tap the SMS icon .



SMS setting

In the main screen, which lists out Inbox messages by default, tap the Menu icon, and select Setting from the Tools pull-down menu to enter the setting interface.

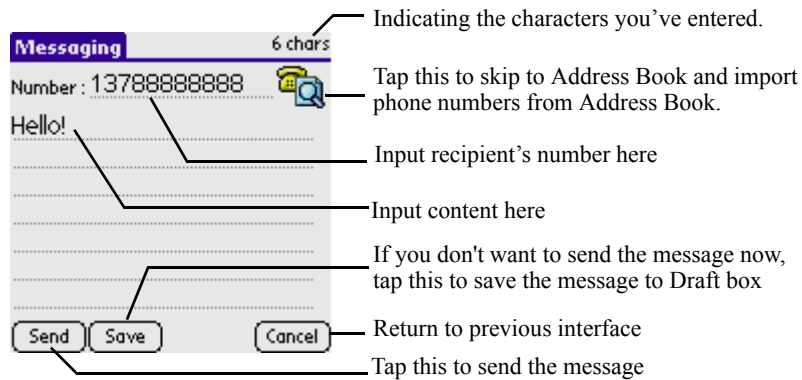


- Warn Over: You'll get a warning if the content of the outgoing message exceeds 1 or more parts (customizable). Tap the pick list the specify the number.
- Expires: Set a period of time for which the message can be retained in the message folder before you send it out. Tap the pick list to specify the period.
- Message Center

- Auto: Before sending text messages, you must input the number of the message service centre, which you can get from your service provider. If your SIM card contains the number to the service centre, it can be recognized once the SIM card is inserted.
- Custom: If your SIM card does not contain the number to the message service centre, you must specify the number yourself.

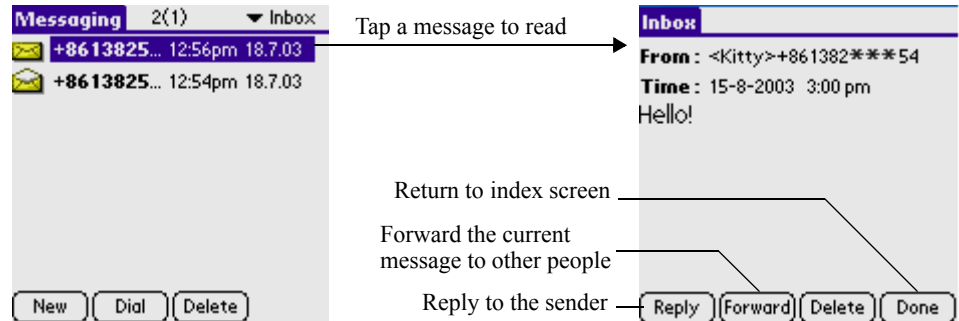
Composing & sending text messages

1. **In the main screen, tap the New button to enter the editing interface.**
2. **Input the number and message contents. When finished tap Send button on the bottom of the screen to send the message.**



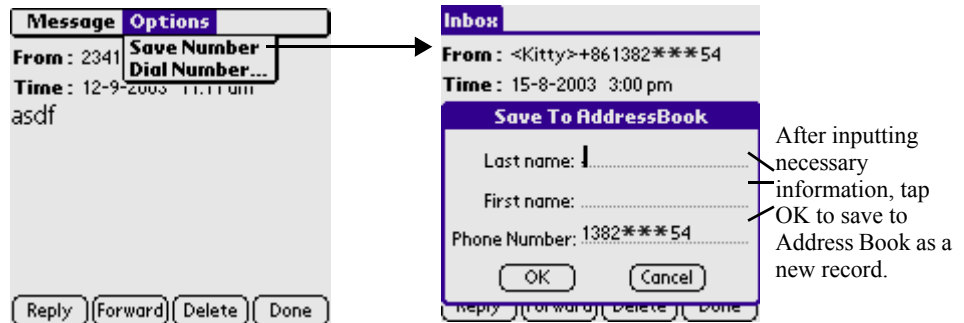
Reading, replying & forwarding SMS

When a text message arrives, an envelope-like indicator will appear in the status bar on the top of the screen. Tap the indicator to skip to the list screen of SMS.



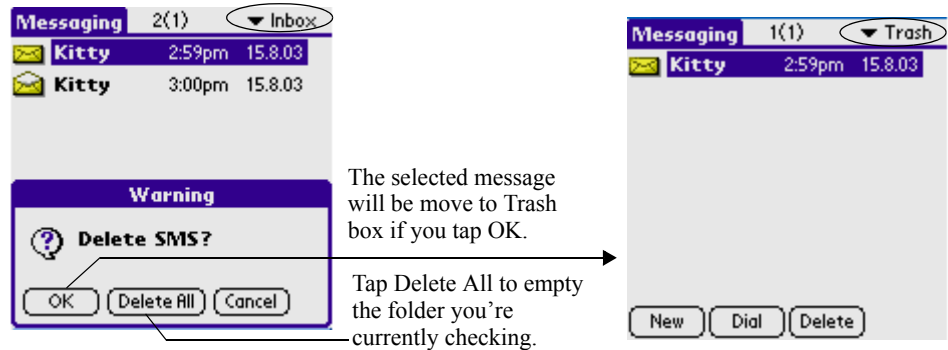
While reading a message, you can save the information of the sender to Address Book as a new record, or dial the phone number of the sender:

1. **In view screen, tap the Menu icon.**
2. **Select Save Number from the Options pull-down menu to save the number to Address Book as a new record, or select Dial to dial the phone number of the sender.**



Deleting messages

1. **In index screen or view screen, select the message you want to delete.**
2. **Tap the Delete button on the bottom of the screen, then a dialog box appears.**
3. **Tap OK to delete the selected message, or tap Delete All to empty the folder you're currently checking.**



If messages are deleted from Trash box, they are permanently removed. Or you can use the command “Empty Trash” to clear all deleted messages in Trash box at a time:



1. **In index screen, tap the Menu icon.**
2. **Select Empty Trash from the Message pull-down menu.**

Using jMMS (Multimedia Messages)

A multimedia message can contain a combination of text, images and sound clips.


NOTE: This function can be used only if it is supported by your network operator or service provider. Only devices that offer compatible multimedia message or email features can receive and display multimedia messages. Devices that don't have these features may receive details of a link to a web page.

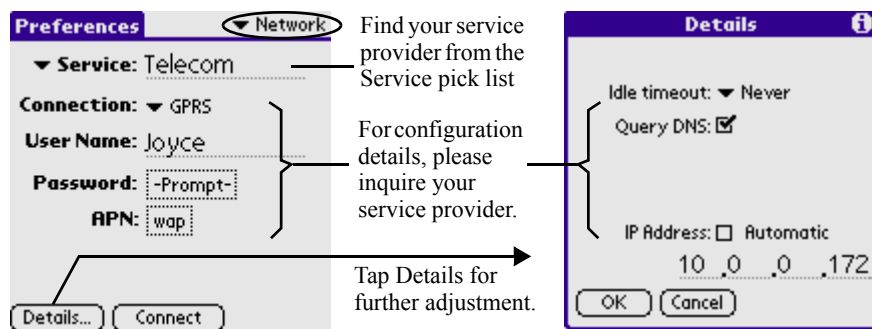
To open the jMMS application

1. **Tap the Home icon**  .
2. **Select Communication from the pick list in the upper right corner.**
3. **Tap the jMMS icon**  .

Settings needed for multimedia messaging

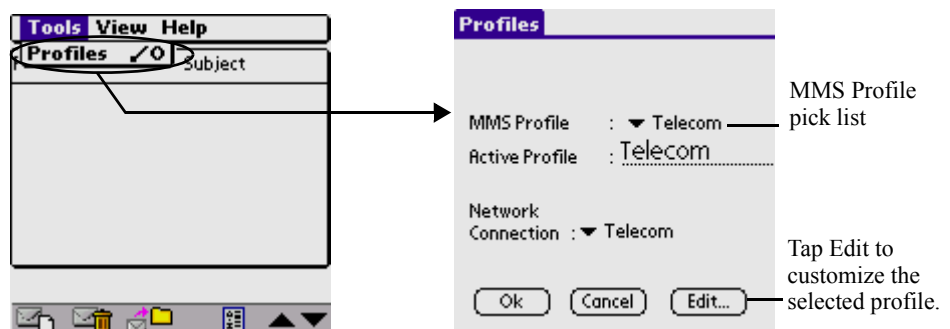
Multimedia messaging requires GPRS connection, so you need to configure the GPRS connection properly in advance.

1. Tap the Home icon  .
2. Select System from the pick list in the upper right corner.
3. Tap the Prefs icon.
4. Select Network from the pick list in the upper right corner.

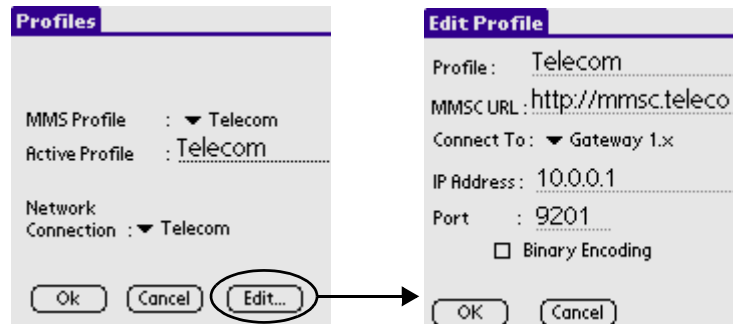


After setting GPRS, return to jMMS. Before sending and receiving multimedia messages, select a configuration profile:

1. In the index screen of jMMS, tap the Menu icon.
2. Select Profiles from the Tools pull-down menu.
3. Select a profile from the MMS Profile pick list.








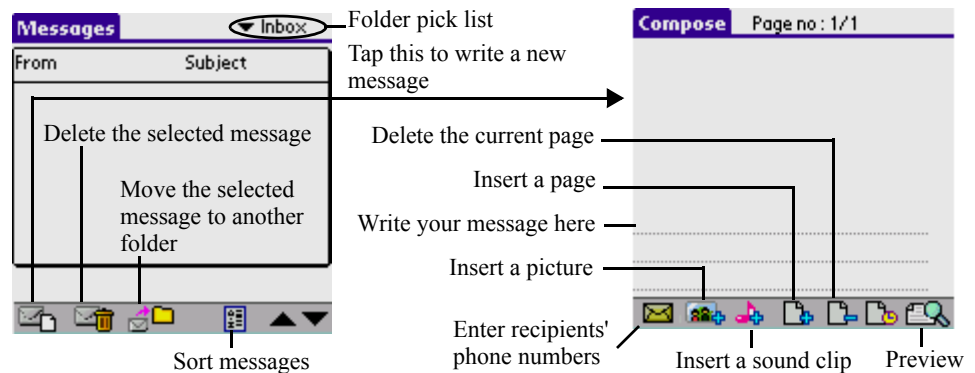
If you're not sure whether the selected profile suits you, tap Edit to view its detailed information and make necessary changes:



For details of configuring MMS Profile, please contact your service provider.

Composing multimedia messages

1. In the index screen, tap the New icon  to enter editing screen.
2. Input the recipient's phone number and message content.
3. Tap  to insert a picture, tap  to insert a sound clip.
4. When done, tap the Send icon  to enter recipients' phone numbers, and tap  to send out the multimedia message.




Adding pictures to multimedia messages

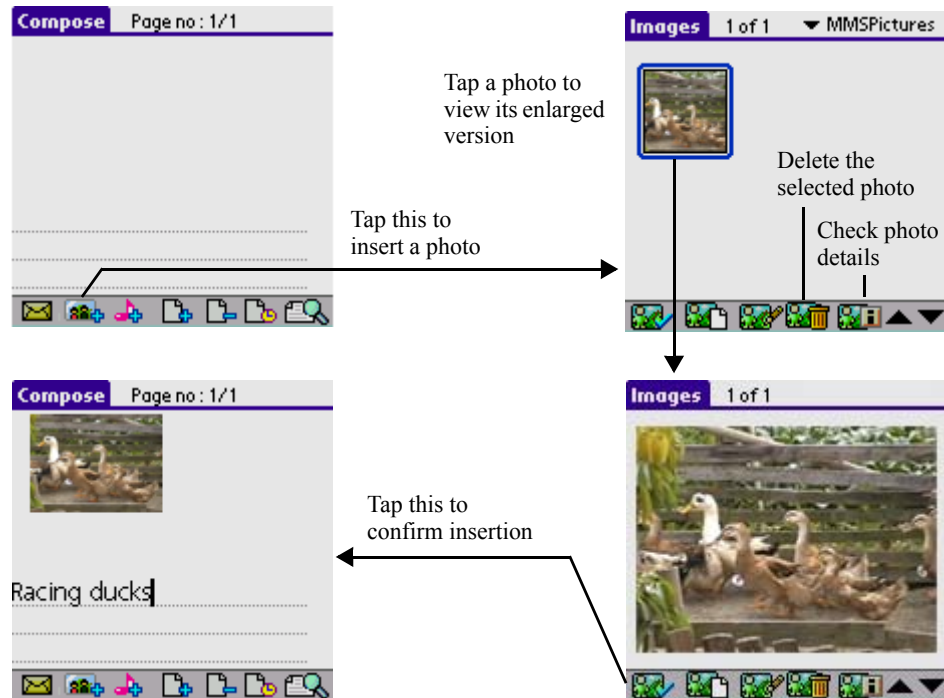
1. In the editing screen, tap  to list out all the available photos in the "MMSPictures" album.

Working with Communication Applications





Using jMMS (Multimedia Messages)

This is the internet version of the User Manual. Print only for private use.

2. Tap a photo view its enlarged version, tap again to resume to normal size.
3. When found the desired one, tap  to attach the selected photo to the message you're writing.



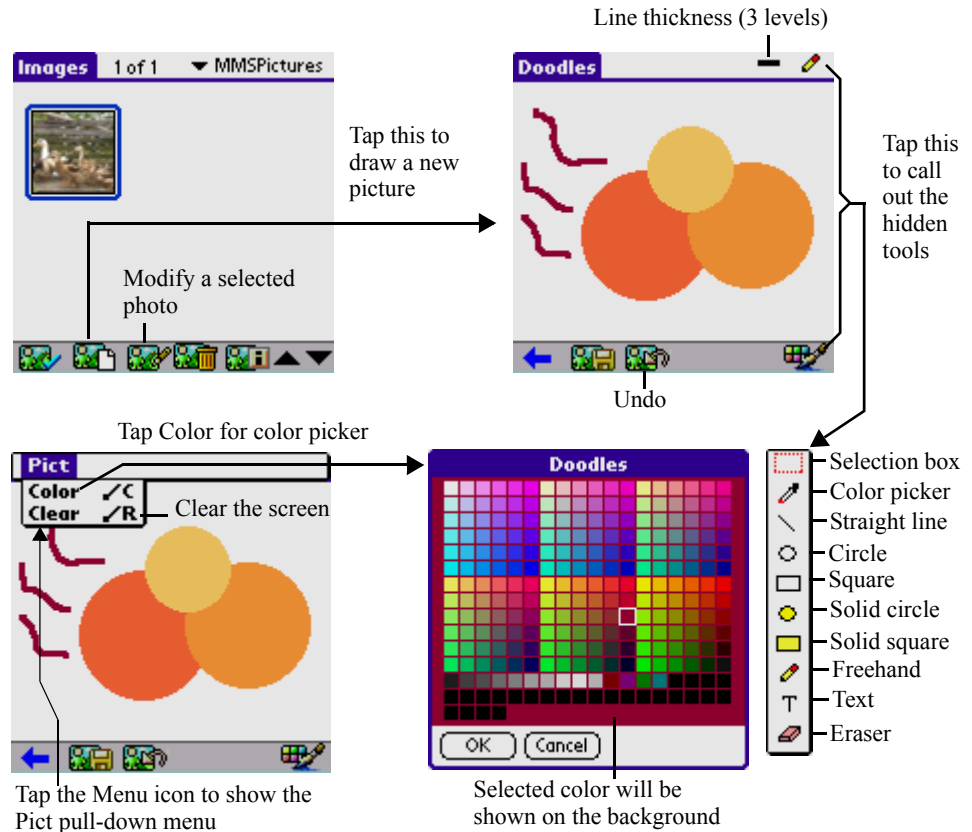
If you can't find any suitable photo in the MMSPictures album, you can draw your own one or modify any existing photo with an application called Doodles:

1. In the index screen of MMSPictures album, tap  to draw a new picture with Doodles or tap  to modify a selected photo.
2. When finished, tap  to save.
3. Tap  to return to the index screen of MMSPictures album.




Working with Communication Applications

Using jMMS (Multimedia Messages)

This is the internet version of the User Manual. Print only for private use.



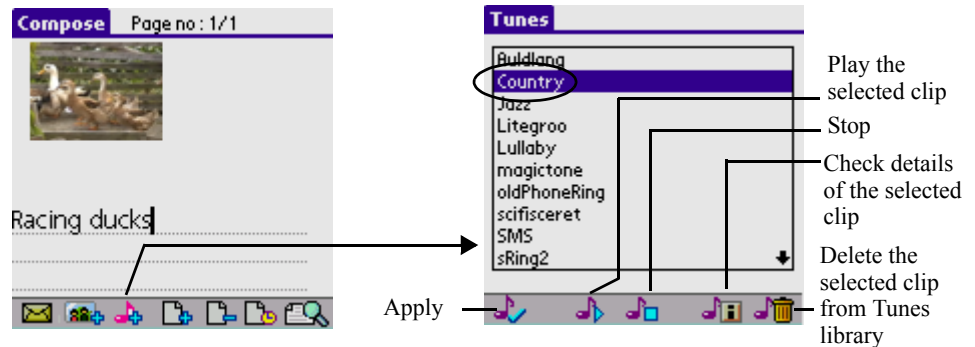
Adding sound clips to multimedia messages

1. While composing a message, tap  to skip to the index screen of Tunes.
2. Select a sound clip and tap  to preview.
3. When found the desired one, tap  to attach the selected sound clip to the message.


Working with Communication Applications

Using jMMS (Multimedia Messages)

This is the internet version of the User Manual. Print only for private use.

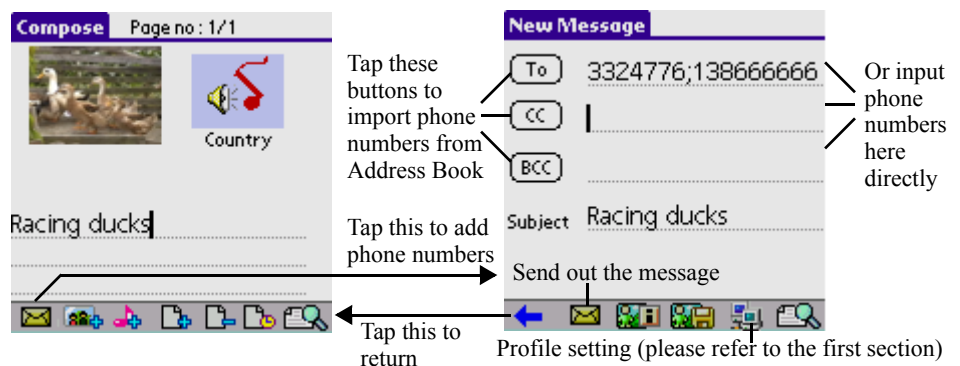


Final preview and sending out messages


If you are not satisfied with the picture or the sound clip, tap on the picture or the sound clip, a popup menu appears, tap Delete to remove the picture or the sound clip from the current message. Finally, you can preview the message as a whole by tapping the preview icon .

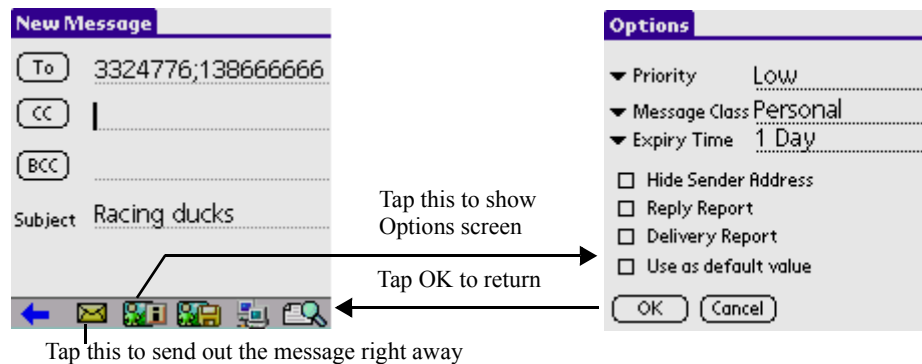


Now you can add recipients' numbers if there's no problem:



Before sending out the message, you can set the priority level, valid period etc. for the message, to do so:

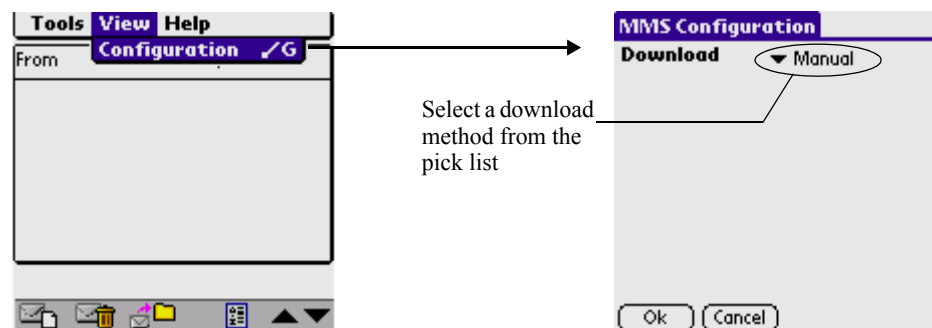
1. In the screen of adding recipients' phone numbers, tap  to show the Options screen.
2. Configure the options according to your needs. Then tap OK to finish.



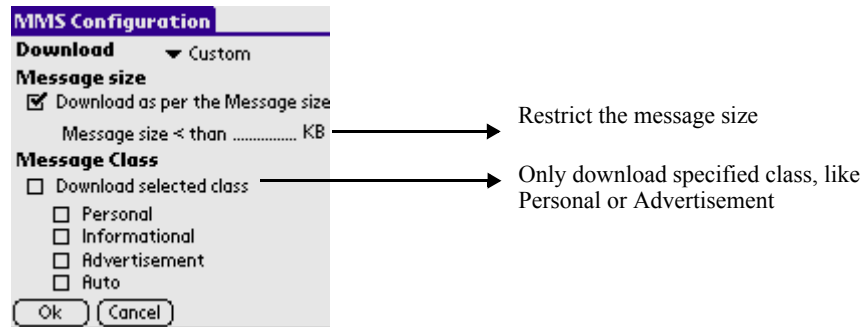
Defining the method to download messages

Before receiving multimedia messages, you need to define the way the Smartphone to download multimedia messages:

1. In the index screen of jMMS, tap the Menu icon and select Configuration from the View pull-down menu.
2. Select Manual, Automatic or Custom from the Download pick list



If Custom is selected:

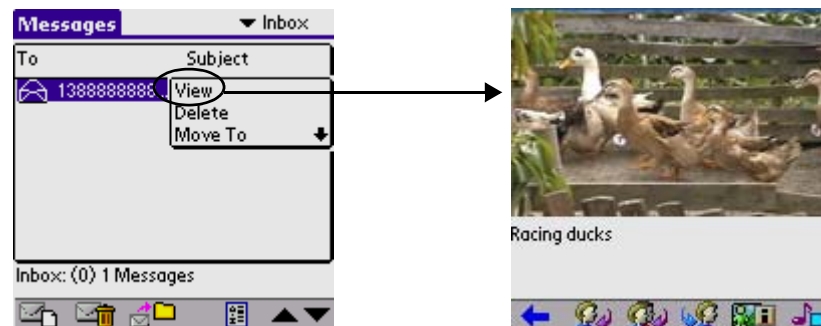


3. Tap OK to save the configuration, tap Cancel to quit without making any changes.

Reading, replying and forwarding multimedia messages

To read a downloaded multimedia message:

1. In index screen, tap a message.
2. Select View from the popup menu.





To extract the image or the sound clip from the message:

1. While reading the message, tap the Menu icon.

2. Tap **Image or Sound** from the **Save** pull-down menu to save the image to your **PhotoAlbum** or save the sound clip to your **MelodyManager**.

To reply to the sender:

1. While reading a message, tap  to reply to the sender or tap  to reply all.

To forward the current message to other recipients:

1. While reading a message, tap  to forward the current message to other recipients.

Using the EMailer

The EMailer application lets you manage, on your Smartphone, the e-mail you send and receive through the phone or through your desktop computer's e-mail application. You can read, reply to, compose, and delete e-mail on your Smartphone.

NOTE: Only if it is supported by your network operator or service provider, you can send and receive email items via your Smartphone.

Setting up the EMailer application on the desktop

Before you use the EMailer application for the first time, make sure that your desktop e-mail application is installed and running. You must also set up Palm Desktop for use with your desktop e-mail application.

Your Smartphone supports various desktop e-mail applications, including Microsoft Exchange (version 4.0 or higher), Eudora (version 3.0.3 or higher), Microsoft Outlook 97 (or higher), Microsoft Outlook Express, Netscape Communicator 4.5 and Lotus cc: Mail (versions 6.0 or higher).

You can view the full list of the supported applications when you set up EMailer.

If your desktop e-mail application does not appear on the list, you may still be able to manage your desktop e-mail application from your Smartphone using special connection software, called a conduit, that lets you synchronize your desktop e-mail application and your Smartphone. Contact the vendor of your e-mail application for more information.

Setting up the EMailer application and Hot Sync options

The following instructions assume that you have installed Palm Desktop on your computer, but have not yet set up EMailer.

To set up EMailer:

- 1. Choose one of the following options:**
 - If you have not yet installed Palm Desktop on your computer, install the software now. You will be prompted to set up EMailer as part of the Palm Desktop installation.
 - If you already installed Palm Desktop on your computer, and set up EMailer, skip to the next procedure, to set up the HotSync options for EMailer.
- 2. In the Windows task bar, click Start.**
- 3. Select Programs, select Palm Desktop, and then click EMailWiz Setup to begin the setup.**
- 4. Follow the instructions onscreen to set up your Smartphone for use with your desktop e-mail application.**

To set or change HotSync options for synchronizing the EMailer application:

- 1. In the bottom right corner of the Windows taskbar (in the system tray), click the HotSync icon. If the HotSync icon does not appear on the taskbar, select Programs from the Start menu. Then select HotSync Manager from the Palm Desktop menu.**
- 2. Choose Custom.**

TIP: You can also choose Custom from the HotSync menu in Palm Desktop.

3. **Choose Mail from the list box.**
4. **Click Change.**
5. **Select one of the following options:**
 - Click Synchronize the Files to synchronize the mail on your Smartphone and your desktop e-mail application.
 - Click Desktop Overwrites Handheld to replace the mail on your Smartphone with the mail in your desktop e-mail application. Only use this option if the two inboxes get out of sync for some reason. This setting applies to only one HotSync operation and then reverts to the default.
 - Click Do Nothing to turn off communication between your Smartphone and desktop e-mail application. This setting applies to only one HotSync operation and then reverts to the default.
 - Click Set As Default to change the default setting for all HotSync operations. (When you first set up EMailer, Synchronize the Files is the default setting.)
 - To turn off the EMailer application, select Do Nothing and then select the Set As Default check box.
6. **Click OK.**

Synchronizing EMailer with your e-mail application

After you turn on and set up EMailer, you can synchronize EMailer with your desktop e-mail application.

For complete information on using HotSync, see Chapter 12, “Exchanging and Updating Data Using HotSync Operations”.

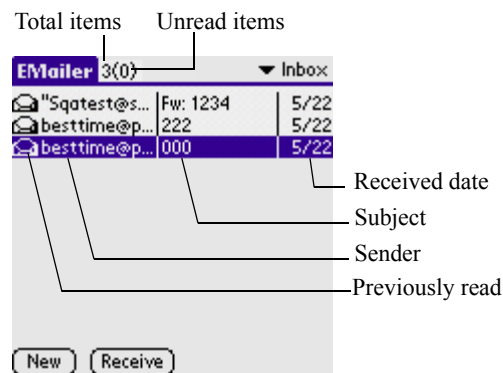
Viewing and e-mail items

The first time you open the EMailer application, it displays the Mail list.

To open the EMailer application on your Smartphone:

- 1. Tap the Home icon on the front of your Smartphone.**
- 2. Select Communication from the pick list in the upper right corner of the screen.**
- 3. Tap the EMailer icon.**

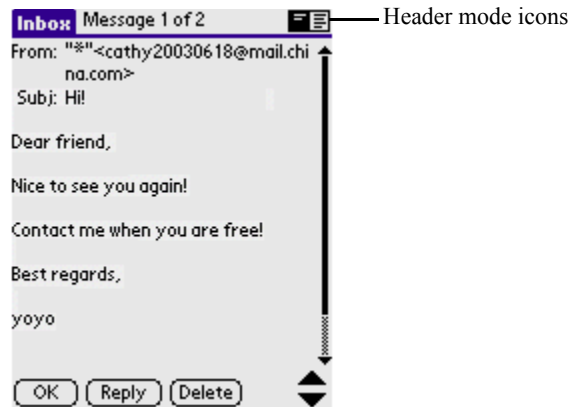
The Mail list displays your incoming e-mail items, who sent them, and the date they were received. An opened envelope icon indicates any e-mail items that you've read. An exclamatory mark indicates any high-priority e-mail item.



To view e-mail items:

- 1. Tap an item in the Mail list to display it in view screen.**

By default, the EMailer application shows only the From and Subject fields. You can display complete information about the sender, receiver, and copied recipients, as well as the subject and the date the e-mail item was created.



2. **To change the display of header information, tap a header mode icon in the upper right corner of the screen:**
 - Tap the Complete Header icon to view complete information about the sender, receiver, and copied recipients, in addition to the subject and date the e-mail item was created.
 - Tap the Abbreviated Header icon to redisplay the abbreviated header.

EMailer uses the header type you select for all your e-mail items.

3. **To close an e-mail item, tap Done.**

Categorizing and sorting e-mail items

You can display e-mail items by the folders your Smartphone provides for categorizing mail, and according to the e-mail date.

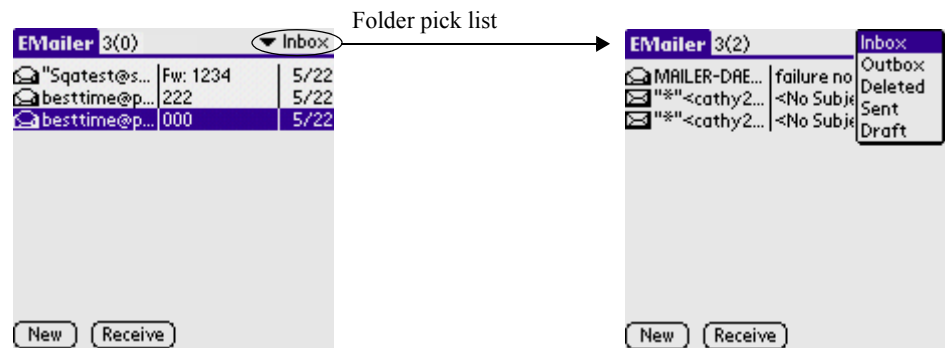
You can also sort e-mail items by the date sent, by sender, or by subject. No matter how you sort the list, high-priority e-mail items always appear first.

To select an e-mail folder to display:

1. **In index screen, tap the pick list in the upper right corner or your screen to display a list of folders.**
2. **Tap a folder to choose one of the following options:**
 - Inbox contains e-mail items received from your desktop e-mail application Inbox, except any excluded using filtering options. See “Creating special filters” later in this chapter.

This is the internet version of the User Manual. Print only for private use.

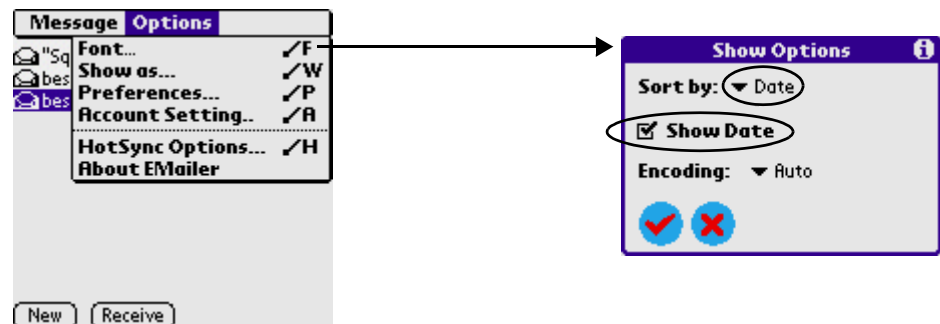
- Outbox contains e-mail items to be sent on the Smartphone since the last HotSync operation.
 - Deleted contains any e-mail you deleted since the last HotSync operation.
 - Sent contains e-mail items that you sent since the last HotSync operation.
 - Draft contains the e-mail you've created using the Smartphone but are not yet ready to send.
3. **To change the folder displayed, repeat steps 1 and 2 to choose another folder.**



To hide the Date column in e-mail items:

The Date column is shown in the Mail list by default, you can hide it to increase the available screen space.

1. **In index screen, tap the Menu icon.**
2. **Select Show As from the Options pull-down menu to display Show Options window.**



3. **In Show Options window, tap the Show Date check box to deselect it.**
4. **Tap OK.**

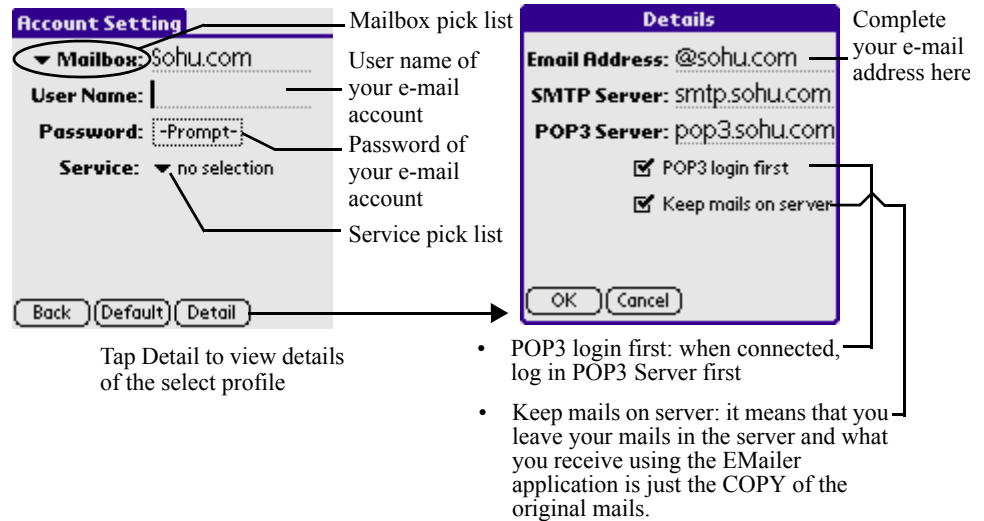
To sort the Message List:

1. **In the Show Options screen, tap the Sort By pick list and tap one of the following options to select it:**
 - Date sorts e-mail by date and displays the most recent e-mail item at the top of the screen.
 - Sender sorts e-mail by the sender's user name and displays items in ascending alphabetical order, based on the first word of the From field.
 - Subject sorts e-mail by the subject and displays items in ascending alphabetical order, based on the first word of the Subject field.
2. **Tap OK.**

Account setting

Before using your phone to send and receive e-mail, you need to setup an e-mail account first.

1. **In index screen, tap the Menu icon.**
2. **Select Account Setting from the Options pull-down menu.**
3. **Select your e-mail service provider from the Mailbox pick list:**
 - Select your service provider and tap Detail to show Details screen. In Details screen, you can see all the settings are preset, you only need to complete your e-mail address.



- If your service provider is not in the list, you can select any empty profile titled Profile6, Profile7 or Profile8, and then tap Details to enter your email address, and specify the SMTP Server and POP3 Server (provided by your e-mail service provider).
4. **Enter your user name and password.**
 - If you enter your password, you'll login to the server without being prompted for a password.
 - If you leave it blank, you'll be prompted for a password every time you send or receive e-mail.
 5. **Select a connection service (your network operator) from the Service pick list.**
 6. **When finished, tap Back.**

Setting mail preferences

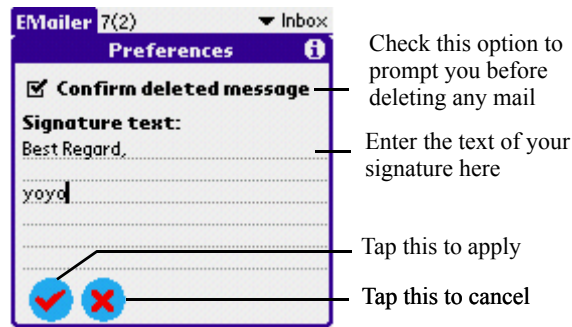
You can set preferences to prompt you before deleting mail:

1. **Tap the Menu icon.**
2. **Tap Options, and then tap Preferences.**
3. **Tap Confirm Deleted Message to display a prompt before the mail is deleted.**

This is the internet version of the User Manual. Print only for private use.

You can also create a signature for your e-mail item in the Preferences screen:

1. **Tap the signature field and enter the text of your signature.**



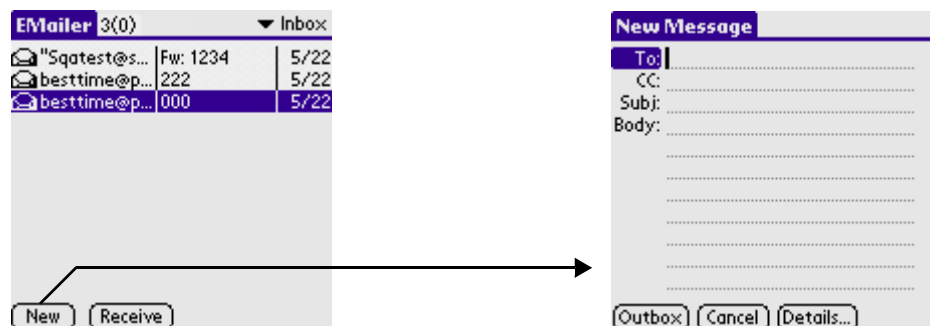
Creating e-mail items

You create e-mail items with your Smartphone the same way you create e-mail with your desktop e-mail application: you identify the recipient of the e-mail item, define a subject, and create the body of the e-mail item. At a minimum, all e-mail items must contain information in the To and Subject fields.

You create original e-mail items and replies in the New Message screen.

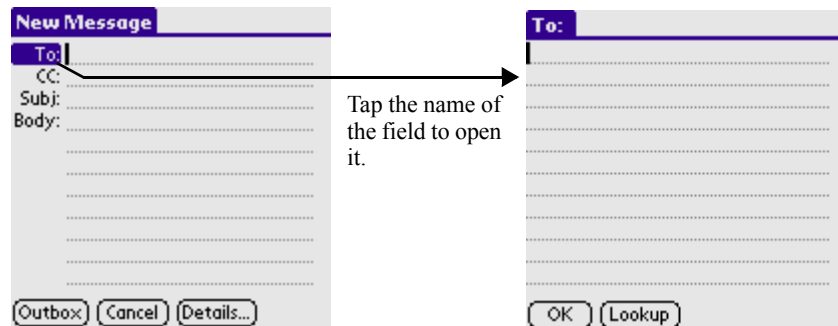
To create an e-mail item:

1. **Tap New.**



2. Enter the e-mail address of the recipient.
3. To send a copy of the e-mail item to additional recipients, tap the CC field, and enter the e-mail addresses of the additional recipients, separating the addresses with a comma followed by a space.
4. Tap the Subject (Subj:) field and enter a subject for your e-mail item.
5. Tap the Body field and enter the text of your e-mail item.

TIP: If the address, CC, subject, or body exceeds the capacity of the screen display, tap the name of the field (for example, tap "To:") to expand that field. Tap Done to return to the New Message screen.



Looking up an address

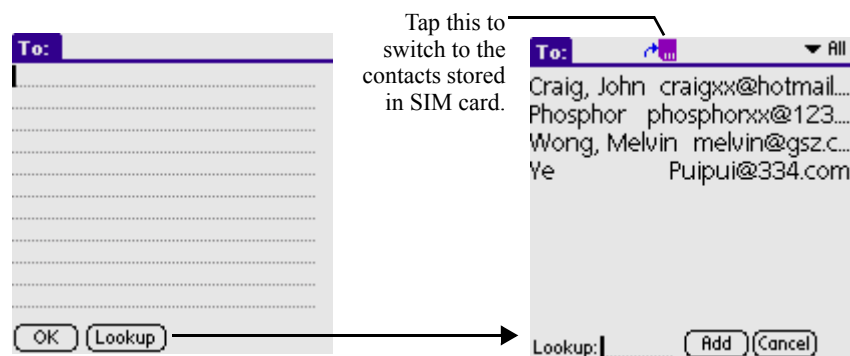
To identify the recipient of an e-mail item, you must enter that person's e-mail address. You can either enter the data directly in the To or CC field, or use the Look Up command to access the information in your Address Book.

To look up an e-mail address:

1. In the New Message screen, tap either the To or CC field name to expand it.
2. Choose from the following options:
 - Tap Lookup to display the Lookup dialog box. The Lookup screen lists all records that contain information in an e-mail field.

- Enter the first few letters of the last name of the person whose address you want to find, and tap Lookup. If your Smartphone completes the desired address for you, tap Done to return to the New Message screen.

TIP: You can also display the Lookup dialog box from the New Message, To or CC screens by tapping the Menu icon on the front of your Smartphone; then tap Options and tap Lookup. Or use the Graffiti 2 Command stroke /L.



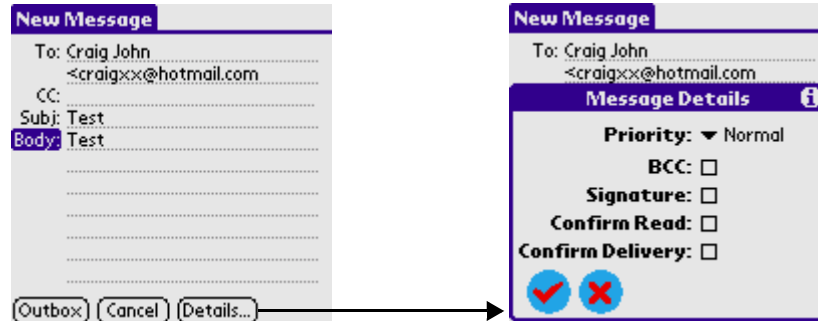
3. In the Lookup dialog box, enter the first letter of the entry you want, to scroll to the first entry that begins with that letter. Enter additional letters to have the list scroll to the first entry that starts with those letters.
4. Tap an address to select it. Tap Add.
5. Tap Done to return to the New Message screen.

Adding details to e-mail items


Before you send your e-mail items, you can add additional information to the message. For example, you can specify the message's priority, create a blind carbon copy, add a signature, or confirm that the message was delivered or read.

To add details to an e-mail item:

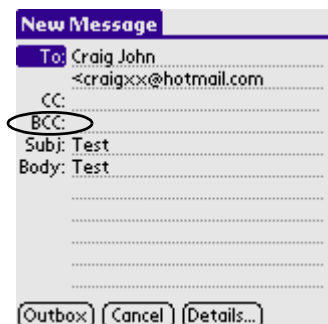
1. In the New Message screen, tap Details.



2. Choose from the following options:

- Tap Priority, and select a ranking for the e-mail item from the Priority pick list. Choices are High, Normal, or Low priority. The Priority setting must be set for each e-mail item you create.
 - Tap the BCC check box to create a blind carbon copy. The BCC option must be set for each e-mail item.
 - Tap the Signature check box to select it and add your signature to all subsequently created e-mail items until you deselect this option. The signature is visible only to the e-mail recipient, and does not appear in your e-mail item. See “Creating a signature for your e-mail item” for information on defining a signature.
 - Tap Confirm Read to have your device return a confirmation that the e-mail item was read.
 - Tap Confirm Delivery to have your device return a confirmation that the e-mail item was delivered.
- Tap  to save changes.

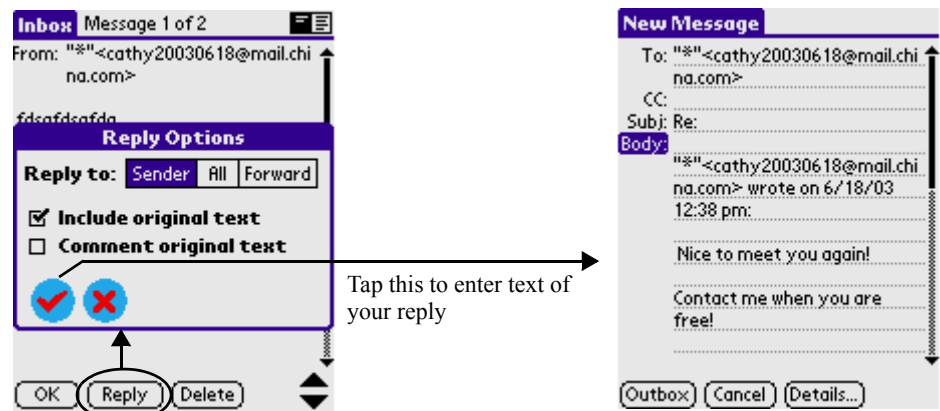
3. If the BCC option is selected, BCC field will be shown as below. For information on looking up an address, See “Looking up an address”.




Replying to e-mail items

To reply to an e-mail item:

1. Tap an e-mail item in the Message List to display it onscreen.
2. Tap Reply.



Tap Reply to show the Reply Options dialog box

- a. In the Reply Options dialog box, tap a Reply To option to select who should receive the reply, the sender only or all recipients; or tap Forward to reply to someone who didn't see the original e-mail item.
 - b. Tap Include Original Text to include the original e-mail message in the reply. Clearing the option creates a blank reply.
 - c. If you selected Include Original Text, tap Comment Original Text to let you edit the original text.
 - d. Tap .
3. Enter the text of your reply.
 4. If you are forwarding the message, enter a recipient in the To field.
 5. Tap Outbox to place your reply in the Outbox. See “Storing and editing e-mail items” for more information.

The e-mail items you create are stored in your Smartphone's Outbox folder until you perform a HotSync operation to synchronize your device with your computer. For more information on performing a HotSync operation, See Chapter 11.

Storing and editing e-mail items

Before sending an e-mail item from your device, you can store it in the Outbox folder. You can edit unsent e-mail as long as you have not yet performed a HotSync operation or sent them out.

You can also draft e-mail items and store them until you're ready to send them, and you can file e-mail items.

During synchronization, your Smartphone transfers e-mail items stored in the Outbox folder to your desktop e-mail application. The next time you send mail from this desktop application, it sends the mail created on your Smartphone.

For instructions on synchronizing your device, see “Synchronizing EMailer with your e-mail application.”

To store an e-mail item in the Outbox folder:

- 1. Create a new e-mail item or reply to an item. (See “Creating e-mail items.”)**
- 2. Then tap Outbox.**

To save an e-mail item as a draft:

- 1. Create a new e-mail item or reply to an item.**
- 2. Choose from the following options:**
 - Tap the Menu icon on the front of your Smartphone. Tap Message, and then tap Save Draft.
 - In the New Message screen, tap Cancel, and then tap Yes at the prompt.

To edit an unsent e-mail item:

- 1. In the Mail list, tap Outbox or Draft in the pick list in the upper right corner of the screen.**
- 2. Tap the e-mail item you want to retrieve.**
- 3. Tap Edit. Change the e-mail item as desired.**

4. Choose from the following options:

- To store the e-mail item in the Outbox, tap Outbox.
- To store the e-mail item in the Draft folder, tap Cancel and tap Yes when prompted.
- To abort, tap Cancel and tap No when prompted.

Deleting e-mail items

When you delete an e-mail item, your Smartphone stores it in the Deleted folder until you purge the folder's contents or perform the next HotSync operation. You can purge the contents of the Deleted folder to avoid having deleted e-mail monopolize your Smartphone's storage space.

Synchronization deletes the e-mail item, as well as purged items, from your desktop e-mail application.

You can restore a deleted e-mail item by removing it from the Deleted folder, if you haven't purged the folder contents or performed a HotSync operation.

To delete e-mail:

- 1. In the Mail list, tap the e-mail you want to delete to open.**
- 2. Tap Delete.**
- 3. If prompted, tap Yes.**

To restore an e-mail item by moving it out of the Deleted folder:

- 1. In the Mail list, tap Deleted from the pick list in the upper right corner of the screen.**
- 2. Tap the e-mail item you want to restore.**
- 3. Choose from the following options:**
 - If you created the e-mail item that you deleted, tap Edit to display and modify the item. You can send the item or save it as a draft.
 - If you received the e-mail item that you deleted, tap Undelete to move the selected item to the Inbox and mark it as Read.

To purge the contents of the Deleted folder:

- 1. Tap the Menu icon.**
- 2. Tap Message, and then tap Purge Deleted.**

3. Tap Yes.

NOTE: You cannot restore e-mail items after you purge them.

To display a prompt before e-mail is deleted:

- 1. In the Mail list or in a view screen, tap the Menu icon on the front of your device.**
- 2. Tap Options, and then Tap Preferences.**
- 3. To display a prompt, tap the Confirm Deleted Message screen. To delete a message without a prompt, clear the check box.**

Sending and Receiving e-mail items

By using your Smartphone, you can send and receive e-mail items directly.

To send e-mail items:

- 1. In the Mail List, tap the Menu icon on the front of your device.**
- 2. Choose one of the following options:**
 - Tap Message, and then tap Send All to send all the items stored in Outbox.
 - Tap Message, and then tap Receive & Send.

To receive e-mail items:

- 1. In the Mail List, tap Receive.**
- 2. In the Mail List, tap the Menu icon on the front of your device, and then choose one of the following options:**
 - Tap Receive
 - Tap Receive & Send.

Managing your e-mail application with HotSync

You can manage your e-mail application more effectively by selecting HotSync options to control which e-mail items download when you synchronize your Smartphone and your computer. You can define different settings for local and remote synchronization.

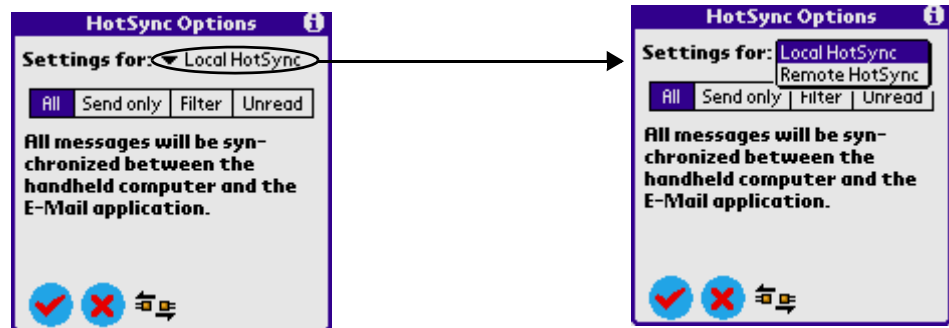
For example, you may want to download all of your e-mail items when you're working at the office and synchronizing your devices locally, but only urgent e-mail items when you're away from your office and synchronizing your devices remotely. Once your local and remote options have been defined, your Smartphone determines if synchronization is occurring locally or remotely and uses the appropriate settings for the HotSync operation.

You can filter messages to control which ones are downloaded, and you can set truncation options to download only part of lengthy e-mail items.

Downloading transmits only e-mail items and any text information, not attachments, to your Smartphone. Downloaded attachments are left in your desktop e-mail application.

To set HotSync Options to control synchronizing e-mail items:

1. **In the Mail List, tap the Menu icon.**
2. **Tap Options, and then tap HotSync Options.**
3. **Tap the Settings For pick list, and select Local HotSync or Remote HotSync.**



Note: For more information about Local and Remote HotSync operations, see Chapter 12.

4. **Tap the filtering option you want to apply during synchronization:**
 - All to download all e-mail items in your desktop Inbox to your Smartphone, and to send all e-mail items in your Smartphone Outbox to your desktop e-mail application.

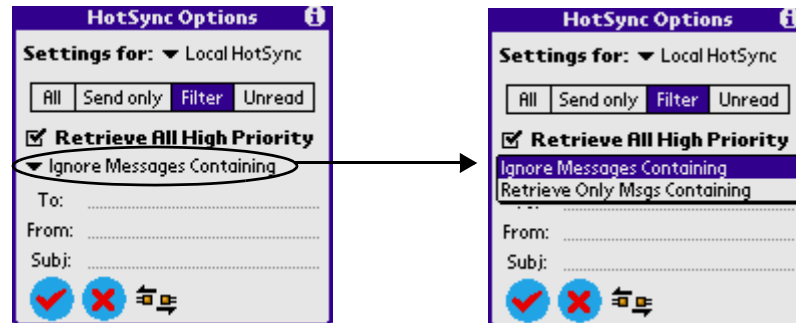
- Send Only to send only the e-mail items in your Smartphone Outbox to your desktop e-mail application; from there, the application sends the items to their destinations.
 - Filter to download all e-mail items in your desktop Inbox that meet specific criteria to your Smartphone, and to send e-mail items that meet specific criteria from your Smartphone Outbox to your desktop application. When you select the Filter setting, the HotSync Options dialog box opens and displays additional filter settings. See “Creating special filters” later in this chapter.
 - Unread to download only unread e-mail items from your desktop Inbox to your Smartphone, and all items in your Smartphone Outbox to your desktop e-mail application.
- 5. Choose from the following options:**
- If you selected All, Send Only, or Unread, tap OK.
 - If you selected Filter, continue to the next section.



Using filters to control downloading

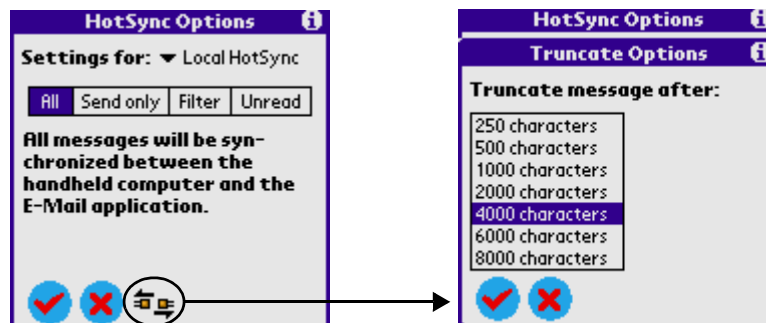
You can create special filters to control the type of e-mail items that download to your Smartphone during synchronization. Special filters ignore or retrieve items that contain specific information in their header fields, according to what you've instructed your Smartphone to look for in the To, From, and Subject fields.

To access the special filter settings:

- 1. In the HotSync Options dialog box, tap Filter.**
- 2. If your e-mail application can flag high-priority items, tap Retrieve All High-Priority items to retrieve these items and override any filter settings.**
- 3. Tap the pick list in the center of the HotSync Options dialog box, and choose whether to ignore or retrieve e-mail items based on the matching information:**



- Tap Ignore Messages Containing to have your Smartphone exclude e-mail items that meet the defined criteria and download all other e-mail items during synchronization. In general, this filter downloads more e-mail during synchronization because it blocks only one defined subset of e-mail.
- Tap Retrieve Only Msgs Containing to have your Smartphone include only the e-mail items that meet the defined criteria and ignore all other e-mail items during synchronization. This filter can block more e-mail during synchronization because it downloads only one subset of e-mail.
- Enter a filter string in the To, From, and Subject fields. For information on creating filter strings, see “Defining filter strings” later in this chapter.
- Tap  (Truncate) to stop long e-mail items from downloading, and then specify a number of characters, between 250 and 8,000 (the default is 4,000.) When done, tap  to save truncate setting.



NOTE: A lower value reduces the time to synchronize your desktop e-mail and EMailer and the e-mail storage space that your Smartphone needs. Messages longer than 8,000 characters will be truncated.

4. Tap .

Defining filter strings

Your Smartphone filters e-mail items based on information in their To, From, and Subject fields, called a filter string. You create a filter string by listing the words you want your Smartphone to find and separating them by either a comma or a space. Each word in the filter string is joined by an implicit OR; your Smartphone adds the logical connectors like AND or OR.

To create a more complex filter, you can define filter strings for the To, From, and Subject fields. Your Smartphone joins the filter strings for these fields using an implicit AND, and adds the logical connector for you.

For example, you might want to receive only e-mail items from John Smith (jsmith@aol.com) or Jack Jones (jjones@aol.com) concerning the Apollo Project. You would create the following filter strings:

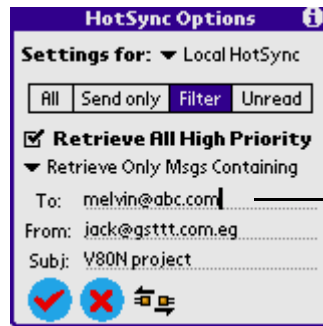
- In the To field: jsmith@aol.com, jjones@aol.com
- In the Subject field: Apollo Project

Your Smartphone interprets this as, “Accept e-mail items about the Apollo Project from John Smith or Jack Jones. Do not accept e-mail items from other people. Do not accept e-mail items from John or Jack about any other subject.”

When you define a string, your Smartphone searches for any instance of that sequence of characters. For example, if you define a filter that retrieves only e-mail items with the string “info” appropriate matches would include “info”, “rainforest” and “kinfolk.”

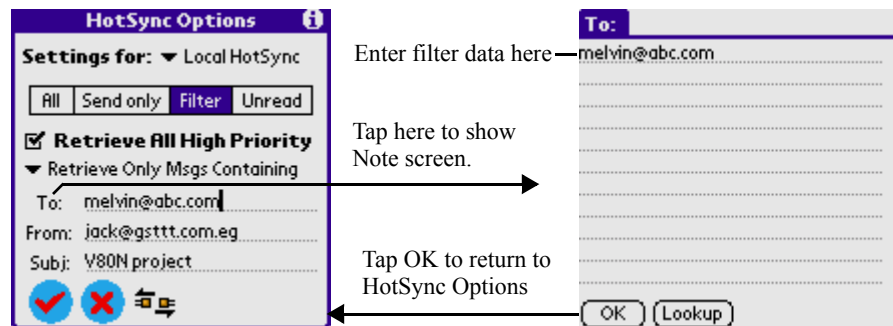
To define a filter string:

1. Tap the **To**, **From**, or **Subject** header field in the **HotSync Options** dialog box.



Tap here to insert cursor and enter your filter strings

2. Enter your filter string, using commas or spaces to separate the words. Do not add connectors, such as **AND** or **OR**, between words in a string.
3. If your string exceeds the length of the field, tap the name of the field to display the **Notes** screen for that header field. See “**Creating e-mail items**” earlier in this chapter.



Enter filter data here

Tap here to show Note screen.

Tap OK to return to HotSync Options

4. Tap **OK** to return to the **HotSync Options** dialog box.

5. Tap .

Surfing WAP sites with jBrowser

jBrowser is a complete implementation of a WAP browser. It brings you the connectivity to the wireless internet, yet as safe and easy as your desktop web browser.

jBrowser is easy to use because it works much like the web browser you use on your desktop computer. You can enter WAP addresses, create bookmarks to mark favorites pages.

jBrowser uses advanced encryption technology called WTLS (Wireless Transport Layer Security). Encryption makes your data unreadable but the intended recipient. WTLS component allows jBrowser to be used for m-commerce transactions.

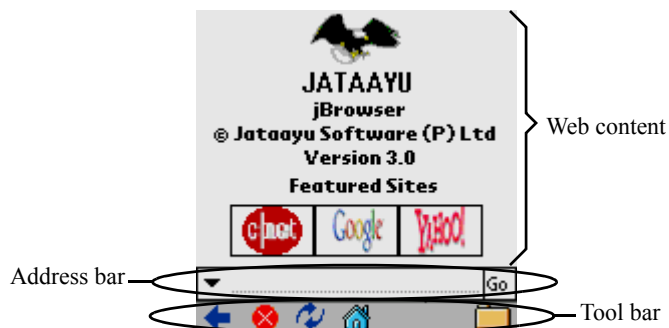
You can create multiple access profiles, each containing information about the gateway, port number and homepage. You can activate any desired profile from the list.

NOTE: This function can be used only if it is supported by your network operator or service provider.

Opening jBrowser

1. Tap the Home icon and select Communication from the pick list in the upper right corner.
2. Tap jBrowser.

When you start jBrowser for the first time, the following screen appears:



The jBrowser screen has three parts:

- The toolbar provides different action icons to let you navigate in the browser, refresh pages and look at your favorite pages. You can show/hide the toolbar by following steps below:
 - a. In the main screen of jBrowser, tap the Menu on the front of your device.
 - b. Select Show/Hide Toolbar from the View pull-down menu to show or hide the toolbar.
- The address bar lets you input the WAP address and connect to it directly. You can show/hide the toolbar by following steps below:
 - a. In the main screen of jBrowser, tap the Menu on the front of your device.
 - b. Select Show/Hide Addressbar from the View pull-down menu to show or hide the addressbar.
- The rest of the screen is devoted to displaying the content of the WAP page.

Setting access profiles

You can create multiple access profiles, each containing information about the gateway, port number and homepage. Or select a access profile in the name of your network operator from the pick list.

To set your access profile:

1. In the main screen, tap the Menu icon.
2. Select Settings from the Tools pull-down menu.



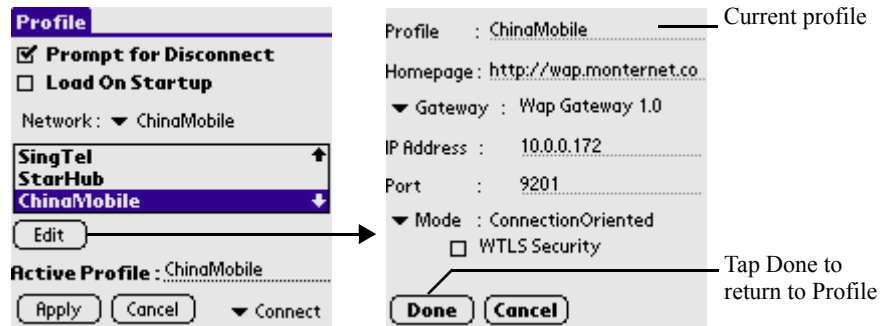
According to the profile selected below, the network which the selected profile uses will be automatically applied

Select your profile here

Configure the selected profile

Selected profile will be shown here

3. Tap Edit to configure the selected profile.



- Homepage: Enter the URL of WML page that you wish to have as your homepage.
- Gateway/IP Address/Port: Please inquire your service provider.
- Mode: Select ConnectionLess or ConnectionOriented. Selecting ConnectionLess enables temporary data communication, while ConnectionOriented is of continuous data communication.

NOTE: Port number should be 9201 for Connection Oriented connection and 9200 for Connection Less connection. If WTLS enabled version of gateway is being used, then port 9203 can be used.

- WTLS Security: Check this option to enable data encryption. If checked, Authentication type need to be specified. Authentication type can be set to either Anon (anonymous) or Auth (authenticated), depending on the configuration of your dial-in server.

4. Tap Apply to save changes.

Browsing WAP sites

Just like the web browser you use on your desktop computer, jBrowser lets you browse the web in several ways:

- Visit a WAP page by entering its address in the Address bar.

Working with Communication Applications

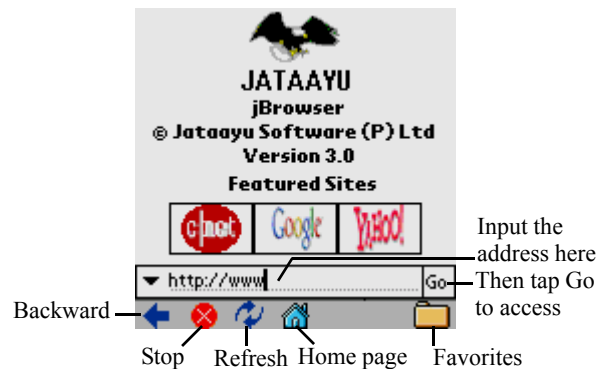
Surfing WAP sites with jBrowser

This is the internet version of the User Manual. Print only for private use.

- Select a link from the Favorites list.
- Review the pages you've visited from History list.
- Go back to the pages you already visited by using Backward icon.

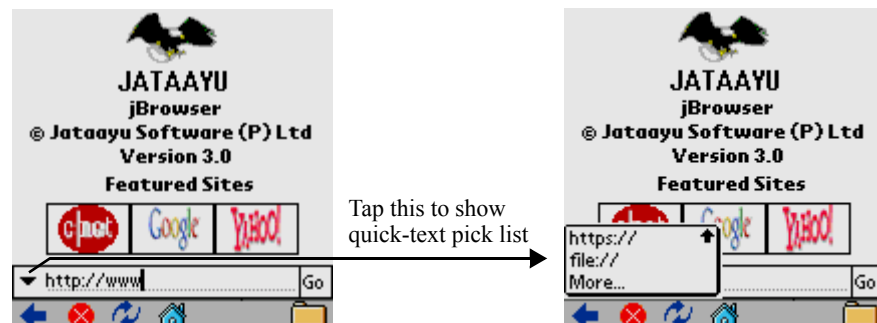
To visit a WAP page:

1. Enter the URL of the WAP page you want to visit in the Address bar.
2. Tap Go.

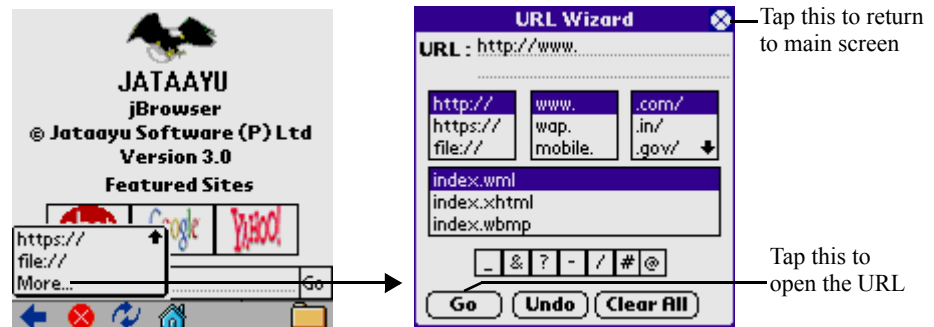


Instead of entering the URL letter by letter, you can use preset quick-text for quick entering. To do so, follow the steps below:

1. Tap the quick-text pick list on the left of the Address bar.
2. Select any item from the list then it will be shown in the address bar.








3. Or select More...from the pick list to show URL Wizard screen, and tap desired quick-text items to complete the URL.



4. Tap Go.

While browsing WAP pages, you can perform tasks like:

- To return to a page you just visited, tap the Backward icon .
- To stop a loading page, tap the Stop icon .
- To refresh the screen, tap the Refresh icon .
- To go your home page, tap the Home Page icon .
- To select a link from the Favorites list, tap the Favorites icon .

Viewing information about a WAP page

To find the name, size and address of the current WAP page, open the Properties dialog box.

To view information about a WAP page:


1. Tap the Menu icon.
2. Select Properties from the View pull-down menu.

To view the source of a WAP page:

1. Tap the Menu icon.
2. Select Source from the View pull-down menu.

Viewing statistical information for a connection

To view information for a selected connection, like information of the pages viewed, object fetched, number of bytes sent and received and the average page size, use the Statistic command:

1. Tap the Menu icon.
2. Select Statistic from the View pull-down menu.
3. Select a connection from the pick list on the top of the Statistics screen.
4. Then tap  to leave.

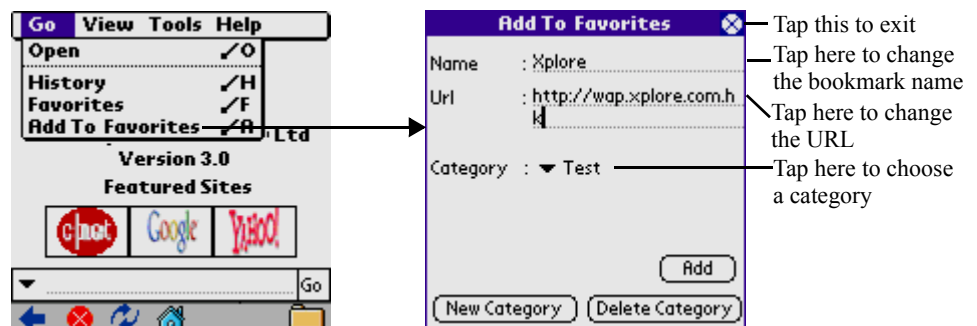
NOTE: In the Statistics screen, tap RESET to reset the values to default.

Book marking your favorite pages

When you read a printed book, you place a bookmark at the place where you stopped reading so that you can remember where you stopped. In the same way, you can bookmark a WAP page for later reference. A bookmark in jBrower doesn't store the actual page; instead, it stores a reference to the page's WAP address (URL).

To add a bookmark to the current page:

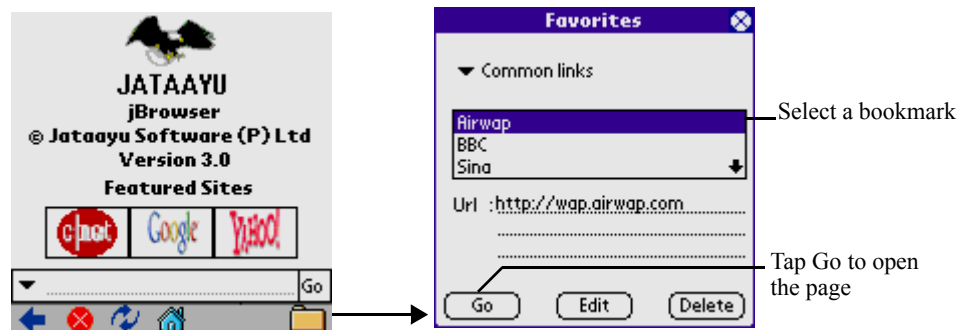
1. Tap the Menu icon.
2. Select Add To Favorites from the Go pull-down.
3. Change the name, URL or category (optional).



4. Then tap  to finish.

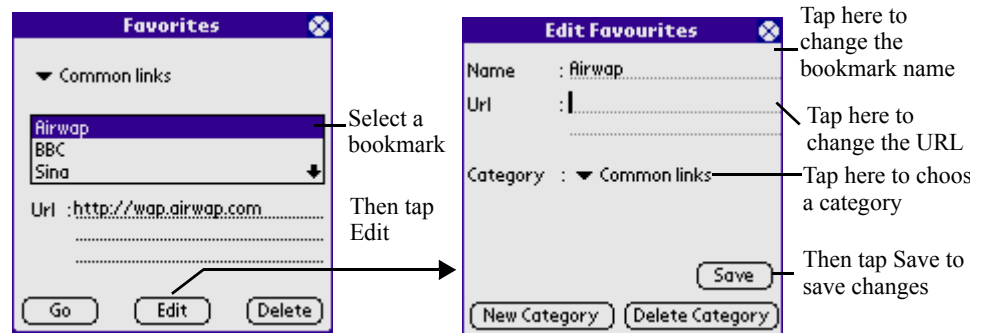
Visiting a book marked page

1. Tap the Favorites icon on the bottom of the screen.
2. In the Favorites screen, select a bookmark and tap Go to open the page.



Editing a book marked page

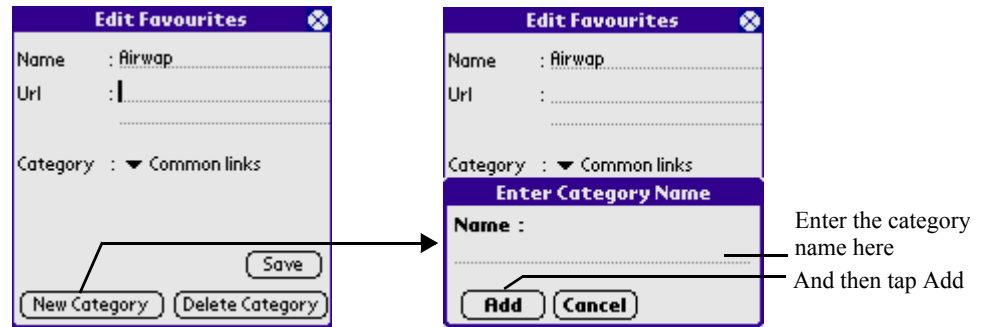
1. In the Favorites screen, select a bookmark and tap Edit.
2. Change the name, URL or category.
3. Tap Save to save changes.



If you can't find a proper category, you can create a new one:

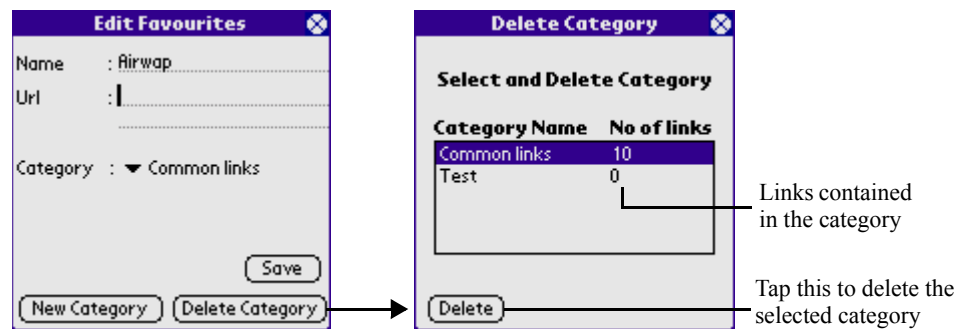
1. In the Edit Favorites screen, tap New Category.

2. Enter the name for the new category and tap Add.



And you can also delete useless categories:

1. In the Edit Favorites screen, tap Delete Category.
2. Select a category you want to delete and tap Delete.
3. If prompted, tap Yes to confirm or tap Cancel to abort.



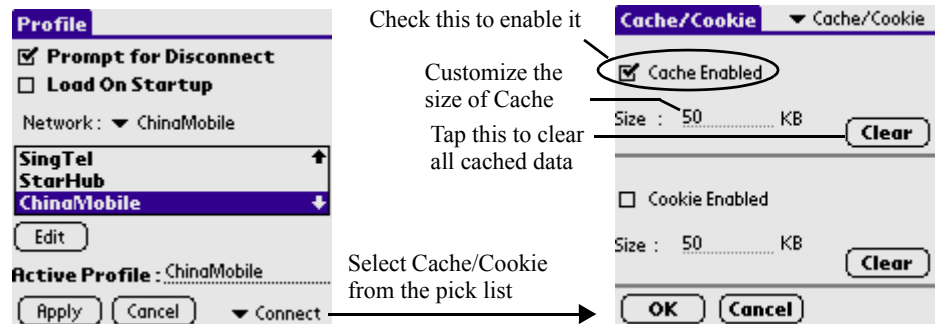
Caching pages for future fast access

Browsed pages can be cached for future viewing. Fetching pages from the cache loads the page faster.

To enable Cache:

1. In the main screen of jBrowser, tap the Menu icon.
2. Select Settings from the Tools pull-down menu.

3. **Select Cache/Cookie from the pick list in the lower right corner of the Profile setting screen.**
4. **Check Cache Enabled option to enable it.**



5. **Then tap OK.**

Using Cookies to store information related to a session

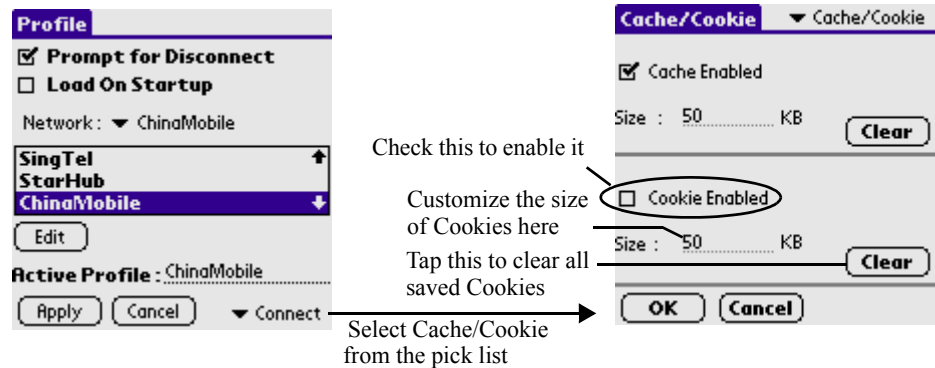
Some WAP sites store information in a small text file, called a “cookie”. Cookies usually contain information about you and your preferences for that WAP site. A site can use this information to customize the pages you see the next time you visit.

Allowing a WAP site to create a cookie does not give the site access to the rest of your handheld. A cookie only stores the information you provide while visiting the WAP site.

To enable Cookies:

1. **In the main screen of jBrowser, tap the Menu icon.**
2. **Select Settings from the Tools pull-down menu.**
3. **Select Cache/Cookie from the pick list in the lower right corner of the Profile setting screen.**

4. Check Cookie Enabled option to enable it.



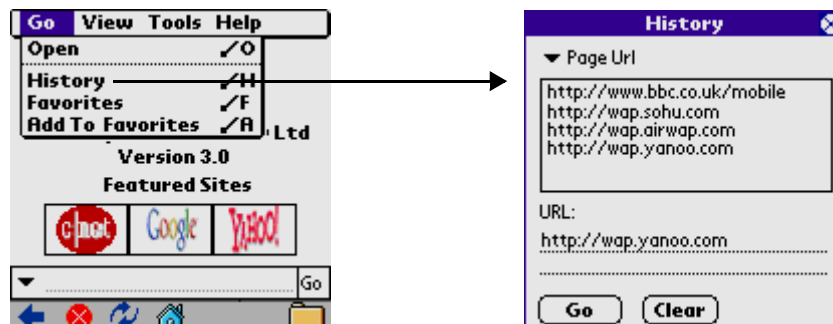
5. Then tap OK.

Tracking the sites you've visited with History

Keep track of the web sites visited by you! URLs of the sites visited by you are stored in History.

To see History list:

- 1. In the main screen of jBrowser, tap the Menu icon**
- 2. Select History from the Go pull-down menu.**
- 3. History entries can be viewed by Page Title or by Page URL. Select your option from the pick list at the top of the screen.**



- To visit a site from history, just select that site and tap Go.
- To delete the history entries, click tap Clear.

Using STK (SIM Tool Kit)

Your SIM card may provide additional services, such as mobile banking, flights inquiring etc.

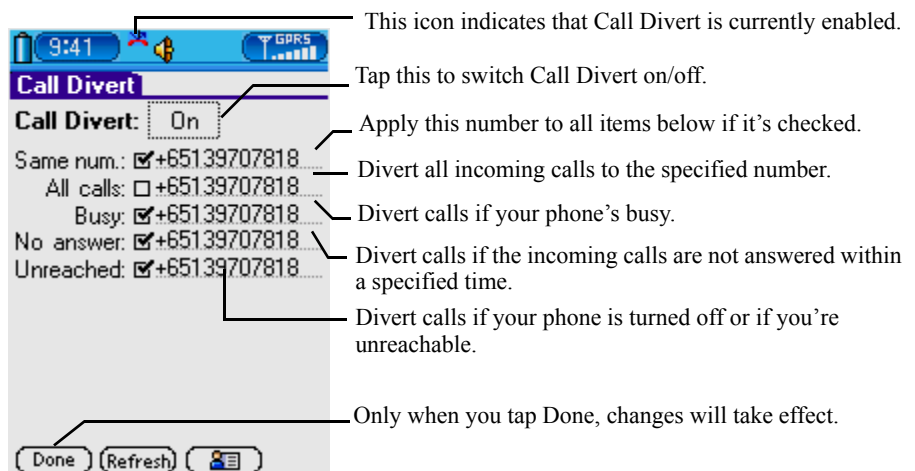
NOTE: Menu is shown only if your SIM cards supports STK. The title and contents of the menu entirely depends on the services provided by your network operator or your SIM card vendor. For details of using STK, please contact your network operator or your SIM card vendor.

Diverting incoming calls

If you want to make certain that your incoming calls are correctly handled when you are unable to answer them, you can use the Call Divert service to divert them to another phone number.

To open Call Divert setting screen:


1. Tap the Home icon and select **Communication** from the pick list in the upper right corner.
2. Tap **Call Divert**.

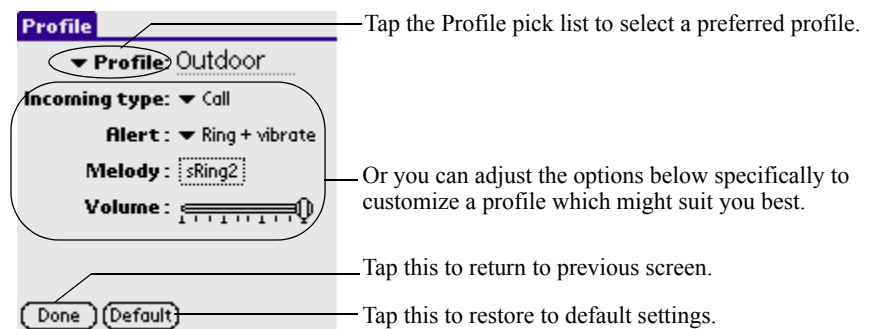


Setting Ringtone Profiles for incoming calls or messages

Use various ringtone profiles to adopt to different environment you're currently situated in.

To open Profiles setting screen, do one of the following:

- Tap the speaker icon  in the status bar on the top of the screen to enter the Ringtone Profiles setting screen.
- Tap the Home icon and select Communication from the pick list in the upper right corner of the screen, and then tap the Profiles application icon.
- Tap the Home icon and tap Prefs from the Applications Launcher, and then select GSM/GPRS from the pick list in the upper right corner.



Managing melodies with Melody Manager

You can manage downloaded or received melodies with this application.

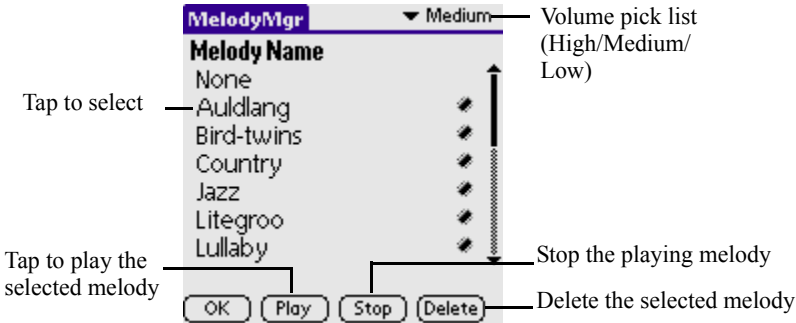
To open Melody Manager:


1. Tap the Home icon and select Communications from the pick list in the upper right corner of the screen.
2. Tap Melody Manager.

Working with Communication Applications

Managing melodies with Melody Manager

This is the internet version of the User Manual. Print only for private use.



NOTE: Embedded melodies (indicated with a icon like this ) can not be deleted.

8

Working with Studio Applications

Your Smartphone includes the following studio applications:

- Camera
- Melody Manager
- Photo Album
- Photo Editor

Using the Camera

With the camera you can take pictures whenever & wherever you are. The pictures are automatically saved in the PhotoAlbum application, where you can organize and rename them in albums. You can also send photos to your friends in a multimedia message or infrared connection. The camera produces JPEG pictures.

To activate the camera:

- 1. Tap the Applications icon, and select Studio from the pick list in the upper right corner of the screen.**
- 2. Tap the Camera icon**
- 3. Alternatively, press the Camera button on the front panel of your Smartphone.**

Taking pictures


1. Press the Camera button on the front panel of your unit in standby mode. The Camera application opens and you can see the view to be captured onscreen.







2. Use the screen as a viewfinder, when the view is satisfying, press the Camera button to take a picture.
3. Meanwhile, the scene will be hold still on screen for a specify time as you've set in Preferences, we call it Preview.
4. To resume from Preview screen, tap on the screen or press the Camera button.


While taking pictures, you can use buttons below to adjust white balance, exposure rate and picture resolution, and you can also add interesting frames to your pictures. The camera features 2X digital zoom.

To change resolution:

- Tap  repeatedly to cycle through different resolutions (320X240 or 160X160).


To adjust white balance:

- Tap  repeatedly to cycle through different white balance modes. White balance modes are:
 -  : Sunny
 -  : Cloudy
 -  : Bulb


–  : Fluorescent lamp

–  : Auto





To adjust exposure:

- Tap the leftward/rightward triangle icon on the exposure composite button  to increase/decrease exposure rate. The rate ranges from -4 to +4.


To add frames:

- Tap  repeatedly to cycle through different frames. When cycled to the end/start, no frame will be added.

To zoom in/out:

Tap  to zoom in, and it turns into  at the same time. Tap  to zoom out, and it turns into .

To jump to PhotoAlbum:

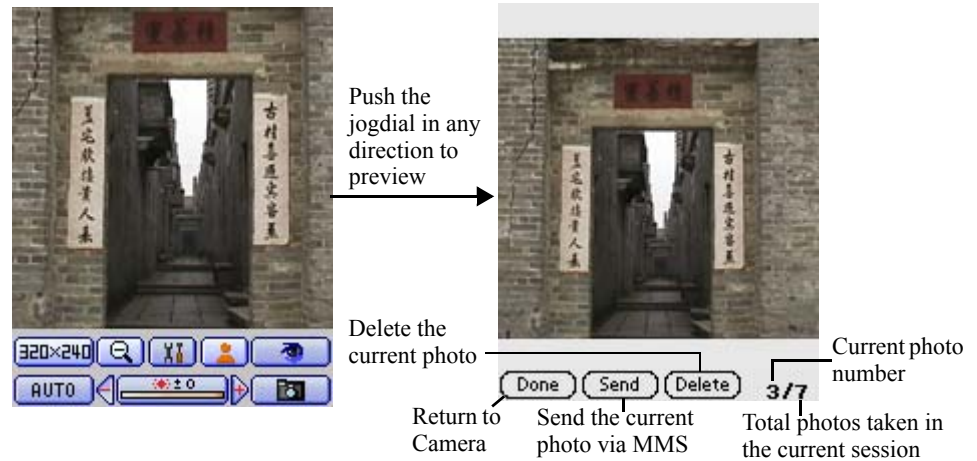
Tap  for quick access to the main screen of PhotoAlbum.

Previewing photos taken in the current session

The time between you activate Camera and you leave is called a session. You can use the jogdial on the front panel of your Smartphone to preview the photos you've just taken in the current session.


To preview the photos taken in the current session




1. **Push the jogdial up, down, left or right to display the photos you've just taken in the current session.**





2. **While previewing photos, push the jogdial up/left or down/right to view previous or next photo.**
3. **To resume to Camera, tap Done on the bottom of the screen of press the Camera button.**

Camera modes

There are 3 camera modes provided. Tap  repeatedly to cycle through these modes.

- **Normal** : lets you take one normal picture at a time. Please refer to “Taking Pictures” in previous part.
- **Splash** : enables you take 3 (default) continuous pictures while you hold down the Camera button. Once you release the Camera button, camera stops shooting.
- **Self-Timer** : lets you set up the shot and then get into the picture. Countdown is indicated by blinking numbers in the middle of the screen. Self-Timer operation is cancelable.

To enable Self-Timer:

- a. While the camera is in stand-by mode, tap  repeatedly until  appears.
- b. Press the Camera button, then a jumping digit appears in the middle of the screen indicating seconds left. Before the


countdown ends, get yourself into the picture, and the camera will automatically shoot. When the action is finished, the camera mode resumes to Normal automatically.

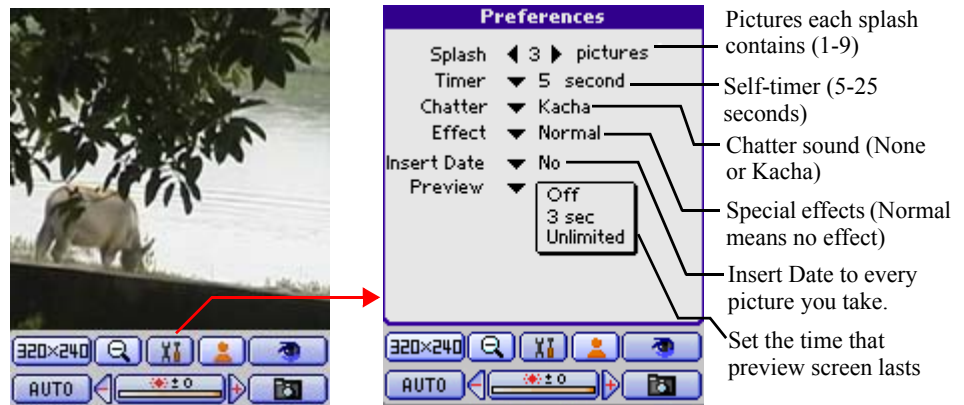
- c. You can press the Exit button on the front panel of your Smartphone to abort while the countdown is progressing.

Setting camera preferences

In the camera preferences screen, you can set the number of frames that each splash consists of and countdown seconds of Self-Timer, turn on/off chatter sound, specify which special effect will be applied to pictures.

To set Preferences:

1. When the camera is in stand-by mode, tap  to open the Preferences screen.
2. Tap different pick lists to specify different values for different item.



3. Tap Ok to save changes, tap Cancel to abort.

Viewing photos with PhotoAlbum

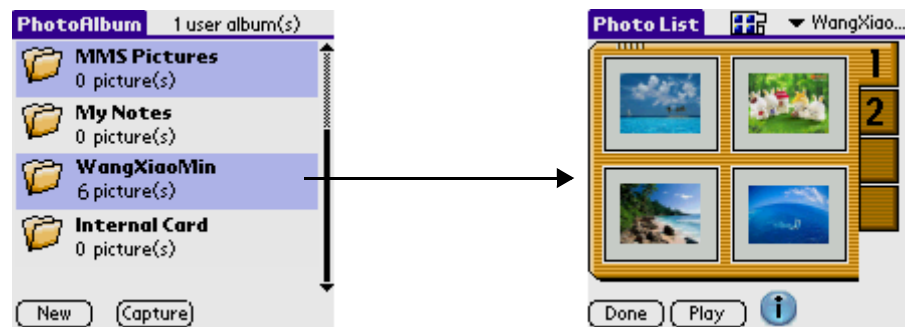
PhotoAlbum allows you to view, organize, delete, and send photos and pictures stored in your phone. In PhotoAlbum you can organize images:

- taken with the camera;

- sent to your Inbox in a multimedia or a picture message, as an e-mail attachment, via an infrared connection. After receiving the image in Inbox, you need to save it in PhotoAlbum.

To open PhotoAlbum:

1. Tap the Home icon, and select Studio from the pick list in the upper right corner of the screen.
2. Tap the PhotoAlbum icon.



Managing albums

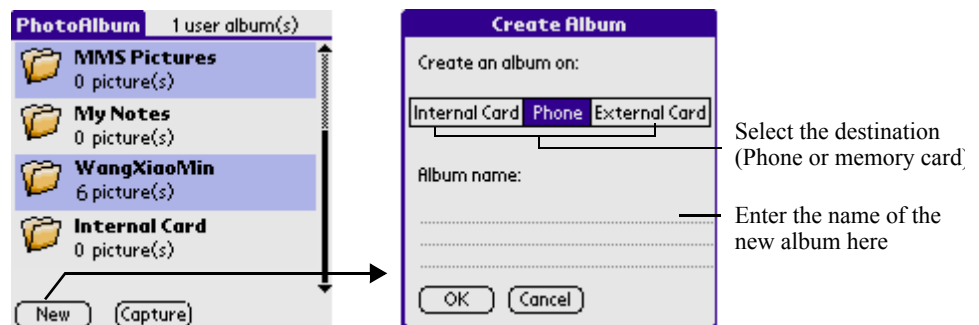
There are four albums preset in this application.

- **My Splashes** stores the splashes taken with the camera. Splashes can be converted to separate photos and stored in a new album.
- **MMS Pictures** stores the pictures received via multimedia messages or pictures you draw with Doodles. Photos in this album can be move or copy to other albums but My Splashes.
- **My Photos** stores photos taken with the camera, pictures received from other devices via IrDA port or pictures synchronized from your desktop computer. Photos in this album can be move or copy to other albums except My Splashes.
- **My Notes** stores pictures you created with PhotoEditor application. Photos in this album can be move or copy to other albums but My Splashes.
- **Internal Card** provides extra space for you to store photos!

Yet you can create new albums to store particular photos, or delete those albums you don't use any more.

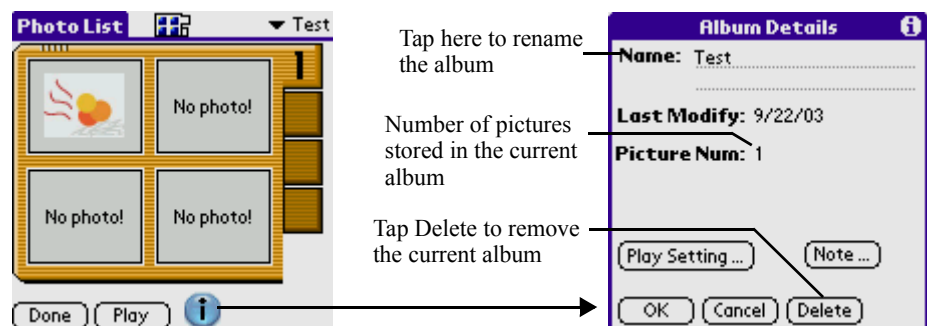
To create a new album:

1. In the main screen of PhotoAlbum, tap **New**.
2. Select the destination to where your album will be saved.
3. Enter the name of the new album.
4. Tap **OK**.



To delete an album

1. In the main screen of PhotoAlbum, tap the album you want to delete.
2. In the index screen of the selected album, tap **i** to enter the Details screen.





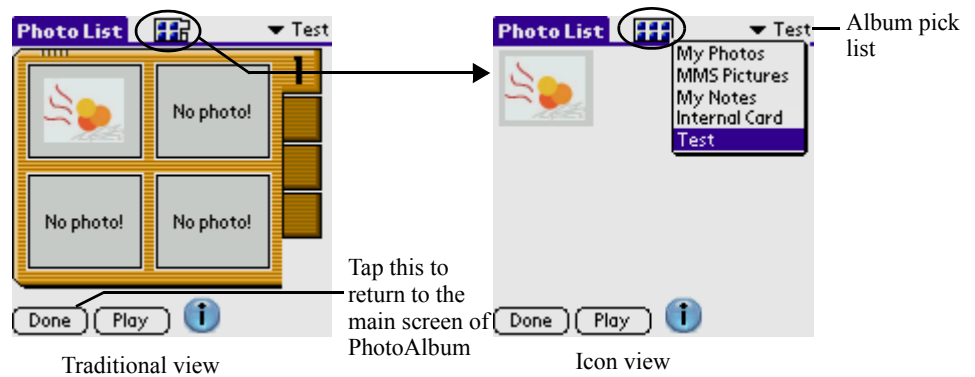
3. Tap **Delete**.

Viewing photos in Icon view

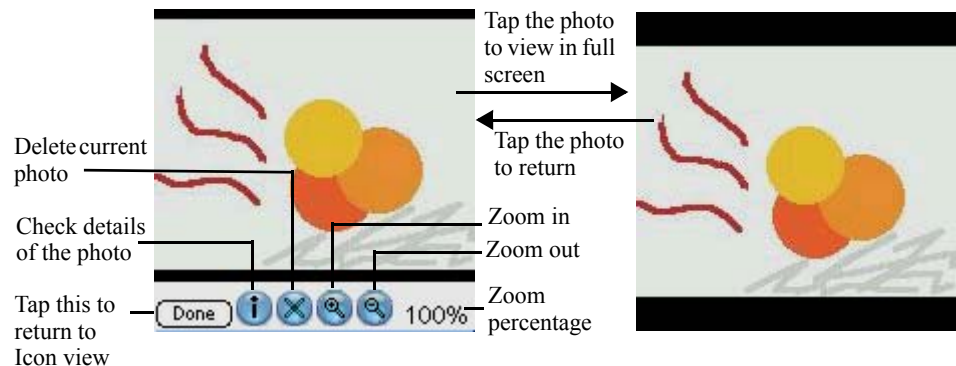
Icon view displays miniature versions of your photos so that you can see several photos on the screen at the same time. Use this view to browse through photos and locate a photo when you don't know the name of the photo.

To view photos in Icon view:

1. Tap the view mode icon  repeatedly to cycle through the three modes (Icon, List, Album), until  (Icon view) appears.



2. Tap the Album pick list in the upper right corner and select the album you want to view.
3. Tap the icon of the photo you want to view.





TIP: While view the photo, tap the Menu icon to show more options that you can do with the photo. You can set the current photo as wall paper, copy or move the photo from current album to another album, send the photo as an MMS attachment or send to photo to other devices via IrDA port.

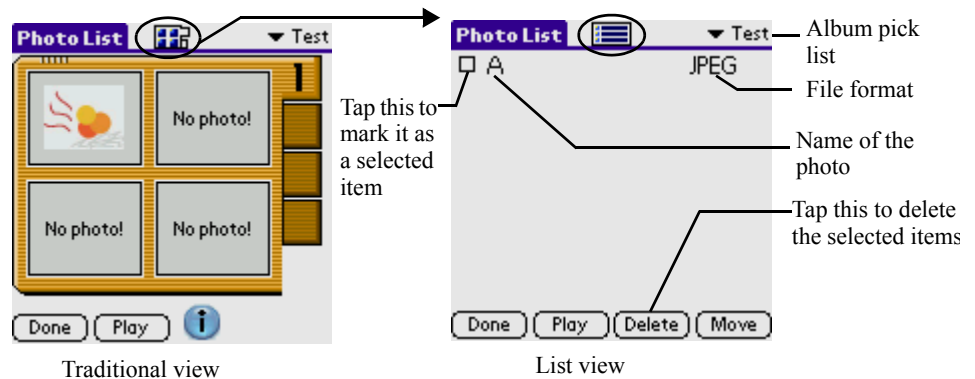
4. Tap Done to return to Icon view.

Viewing photos in List view

List view displays a list of your photos so that you can see the names file formats associated with your photos.

To view photos in List view:

1. Tap the view mode icon  repeatedly to cycle through the three modes (Icon/List/Traditional), until  (List view) appears.



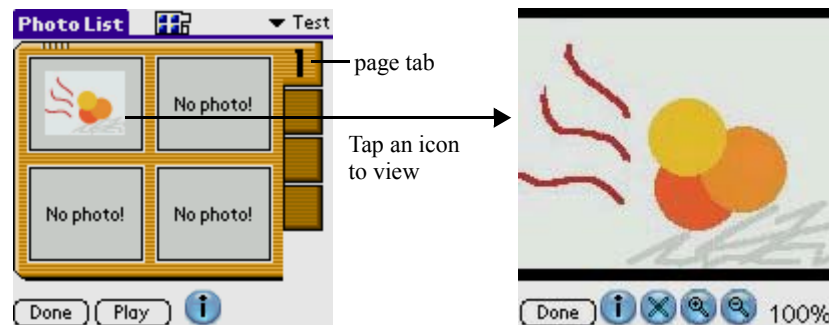
2. Tap the name of the photo you want to view (Please refer to “Viewing photos in Icon view” in previous part).
3. Tap Done to return to List view.

Viewing photos in Album view

Traditional view displays photos in the way traditional physical albums do. It also displays miniature versions of your photos, but only 4 photos are displayed at a time.

To view photos in Album view:

1. **By default, photos are displayed in Album view when you open an album.**
2. **Tap the page tabs on the right side to toggle among different pages if your photos exceed one page.**



3. **Tap the icon of the photo you want to view. For details, please refer to “Viewing photos in Icon view” in the previous part.**
4. **Tap Done to return to Album view.**

Viewing a slide show

A slide show is a sequential presentation of each of the photos in the current album. You can set the length of time each photo remains on the screen in the Details screen of the album.

To view a slide show:

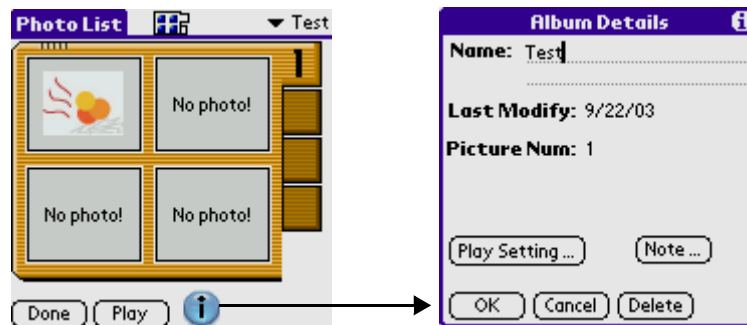
1. **In Icon, List or Album view, tap the Album pick list in the upper right corner to select a album you want to view.**
2. **Tap Play.**



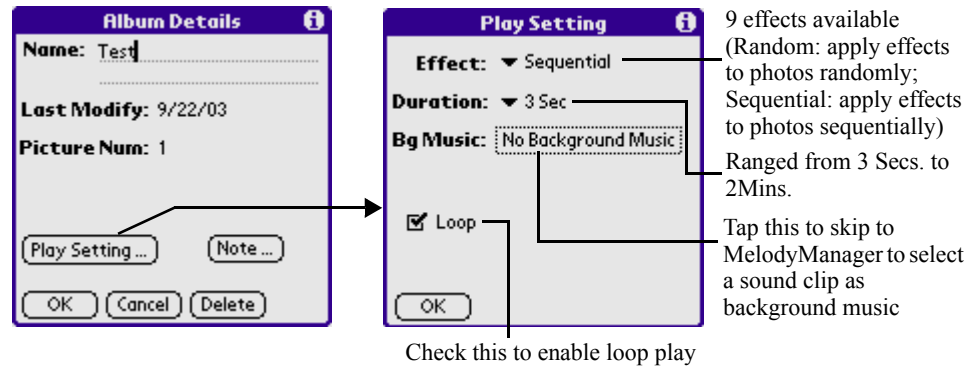
Slide show settings

You can set the length of time each photo remains on the screen, effects, and background music in the Play Setting screen.

1. In the list screen of an album, tap **i** to enter the Album Details screen.



2. In the Details screen, tap Play Setting to show Play Setting screen.



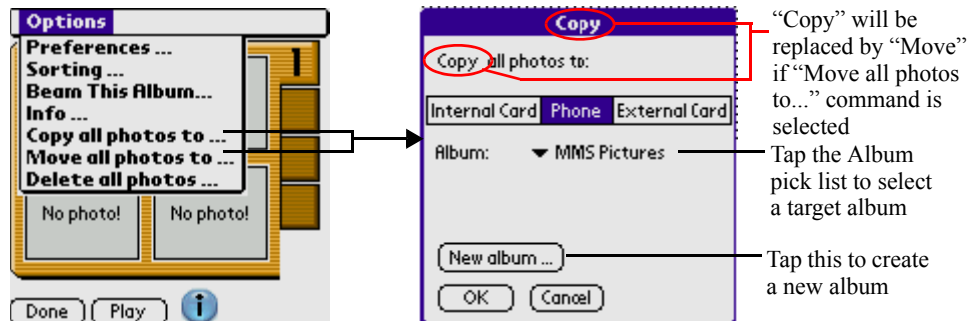
3. Tap OK to save changes and return.

Organizing Photos

You can organize your photos by filing them into different albums.

To file photos in albums:

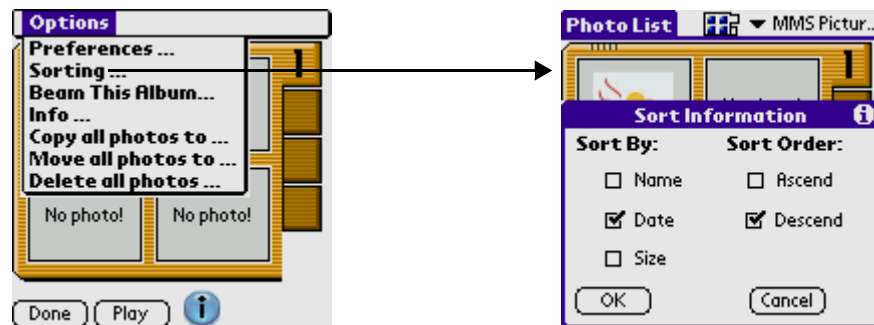
1. In the list screen of an album, tap the menu icon.
2. Select “Copy all photos to...” or “Move all photos to...” to copy or move (cut) all the photos in the current album to a specific album.



3. Select the destination from the Album pick list.
4. If there’s no suitable album, tap “New album” button to create a new album. For details of creating new albums, please refer to “Managing albums” in the previous part.
5. Tap OK.

To sort photos in List/Icon/Traditional view

1. While in the index screen of an album, tap the Menu icon and select Sorting from the Options pull-down menu.
2. You can sort photos by Name, Date or by Size. You can also define sort order as ascending or descending.




3. Tap OK then changes will take effect and will be applied to List, Icon or Traditional view at the same time.

To delete photos in Icon/Traditional view

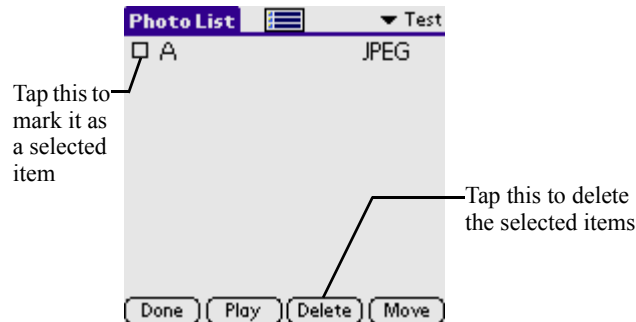
1. While in the index screen of an album, tap the Menu icon.
2. Select “Delete all photos...” from the Options pull-down menu.
3. Tap Yes to delete when prompted, or tap Cancel to abort.

Alternatively, you can:

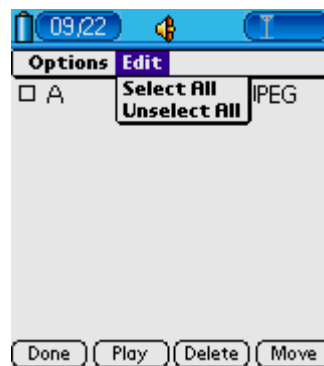
1. Locate the icon of the photo you want to delete and tap on it in the index screen to view.
2. Tap  to delete the photo you’re viewing.

To delete photos in List view

- Check the check boxes next the photos you want to delete, and tap Delete to delete those selected photos.



- Or tap the Menu icon and select Select All from the Edit pull-down menu, then tap Delete to delete all photos in the current album.

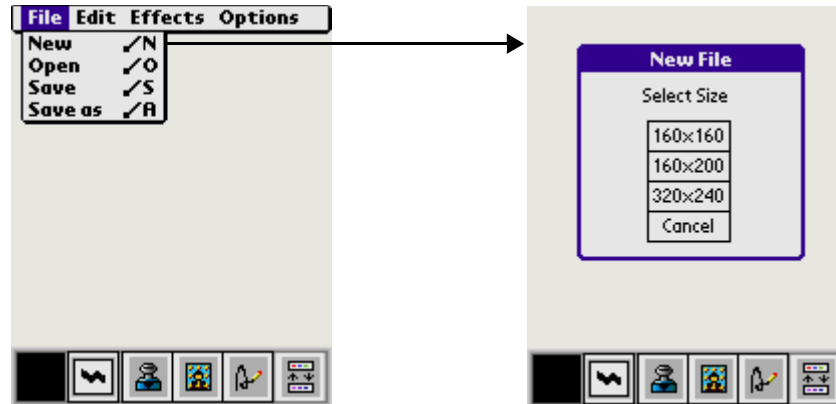


Using the PhotoEditor

You can use this application to modify existing photos, or add more fun elements to photos. You can even create your own pictures with multiple and powerful tools. And pictures create with PhotoEditor can be attached to multimedia messages (MMS).

Creating you own pictures:

1. In the main screen of PhotoEditor, tap the Menu icon and select New from the File pull-down menu.
2. Define the size of the new picture, and tap OK.



3. Use the tools provided (3 main toolbars, totally 11 different tools), and of course your imagination and creativity, to draw anything you like.

- Toolbar A:



- Toolbar switcher. Tap this to toggle among the 3 main toolbars.



- Color picker, indicating the color in use.



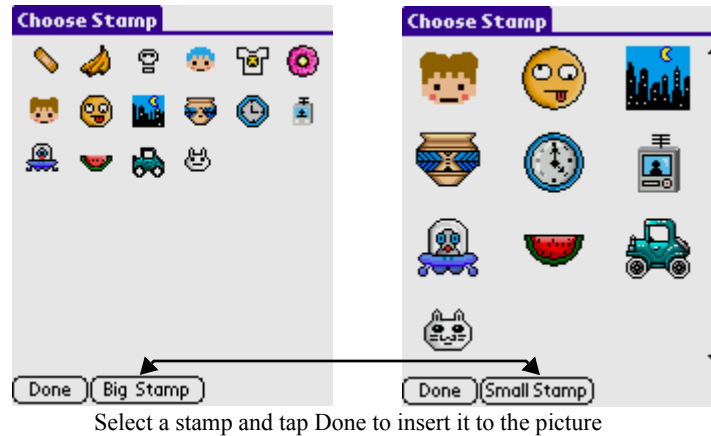
- Thickness level indicator (4 levels). If Straight Line is selected in Toolbar C, it changes to . If Freehand is selected in Toolbar C, it changes back to




- Tap this to add a frame. Tap this repeatedly to cycle through all the funny frames.






- Stamp. Tap this to skip to Stamp screen, select a stamp to insert to the picture.






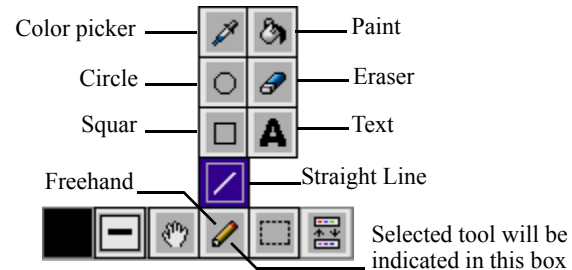
-  - ShortHand. Tap this to skip to ShortHand application and insert a script from ShortHand to the current picture.

• Toolbar B: 

-  - Rotate. Tap this to call out hidden items. You can select to rotate the screen 90° CW, 180° CW, 270° CCW, flip the screen horizontally or vertically.
-  - Size adjustment. Tap this to call out hidden items. You can select 4X (400%), 2X (200%), 1/2 (50%) or 1/4 (25%).
-  - Zoom. Tap this to switch between Zoom In and Zoom Out.

• Toobar C: 

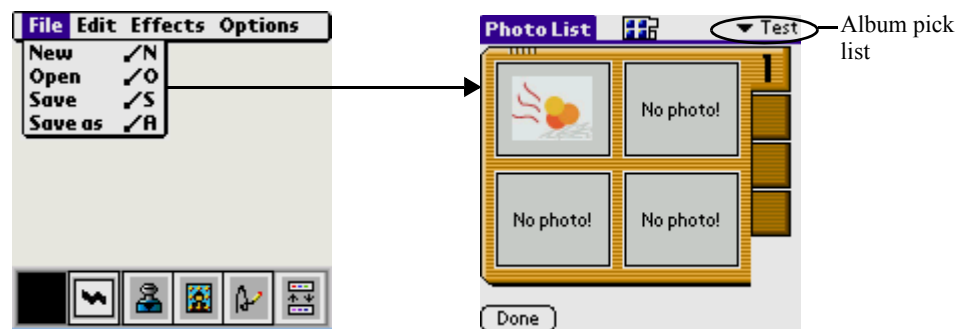
-  - Hand Tool, moves the picture within its window.
-  - Rectangular Marquee Tool. When this tool is in use, tap and drag your stylus on screen to draw a selection box. Then you can move, copy, cut or paste the selected content.
-  - Straight Line. Tap this to call out hidden items.



4. **While drawing a picture, tap the Menu icon to show more options you can do with the picture:**
 - Select Undo from the Edit menu to withdraw the last action, or select Redo to redo the last withdrawn action.
 - Select Cut Selected or Copy Selected from the Edit menu to cut or copy the content selected with Rectangular Marquee Tool. Select Paste Selected to paste the selected content.
 - Select Grey or Antique from the Effects Menu to apply Grey or Antique effect to the current picture.
 - Select Hide Toolbar from the Options Menu to hide the toolbar on the bottom of the screen. To recall the toolbar, select Show Toolbar from the Options Menu.
5. **When finished, tap the Menu icon and select Save from the File pull-down menu.**

Modifying an existing photo

1. **In the main screen of PhotoEditor, tap the Menu icon and select Open from the File menu to skip the index screen of My Notes Album.**



- 2. You can use the Album pick list in the upper right corner to skip to another album.**
- 3. Locate the desired photo and tap on the photo to open it in PhotoEditor.**
- 4. For details of using tools provided to modify the photo, please refer to previous part “Creating your own pictures”.**
- 5. When finished, tap the Menu icon and select “Save as” from the File menu to save the modified photo as a new file; or select “Save” to replace the original photo with the modified one.**

9

Working with Main Applications

Your Smartphone includes the following basic main applications:

- Address Book
- Clock
- Alarm
- Calculator
- Date Book
- GSL Launcher
- Memo Pad
- Short Hand
- To Do List



Using the Address Book

The Address Book lets you keep names, addresses, telephone numbers, and other information about your personal or business contacts.

Use the Address Book to:

- Quickly enter, look up, or duplicate names, addresses, phone numbers, and other information.
- Enter up to five phone numbers (home, work, fax, mobile and so on) or e-mail addresses for each name.
- Assign Address Book entries to categories so that you can organize and view them in logical group.
- Specify unique ringtones for any individual, so you can identify the caller from general incoming calls.
- Attach a photo to each contact which will appear on the incoming call screen.
- Customize birthday alert for each contact so that your handheld will remind you in advance at a specified time and send your preset greetings to the person via SMS, MMS and Email.
- Define which phone number appears in the Address List for each Address Book entry.
- Attach a note to each Address Book entry, in which you can enter additional information about the entry.

To open the Address Book:

1. Tap Home icon .
2. Select Main from the pick list in the upper right corner.
3. Tap the Address Book icon .

Adding and using Address Book entries

The Address Book application stores name and address information about people or businesses.

Creating an Address Book entry

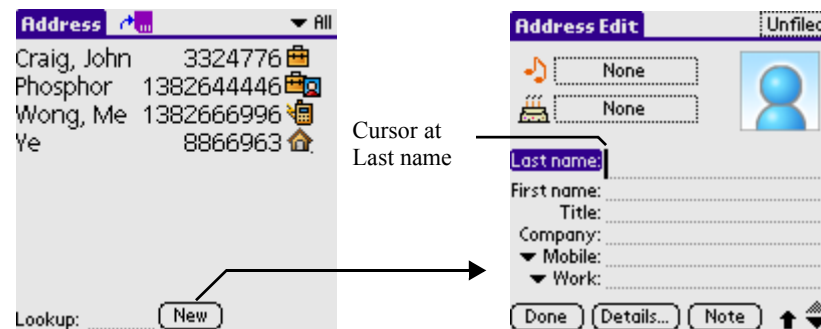
A record in Address Book is called an entry. You can create entries on your Smartphone, or you can use Smartphone to create entries on your computer and then download them to your Smartphone with your next HotSync operation.

Smartphone also has data import capabilities that let you load database files into the Address Book on your Smartphone.

See Smartphone online Help for more information.

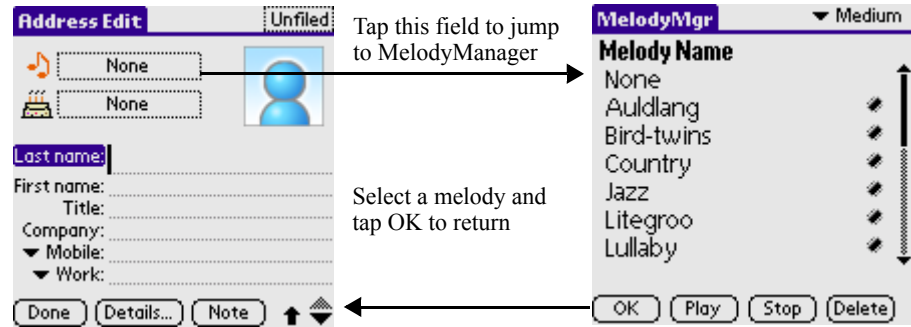
To create a new Address Book entry:

1. **In the List screen of Address Book, tap New.**

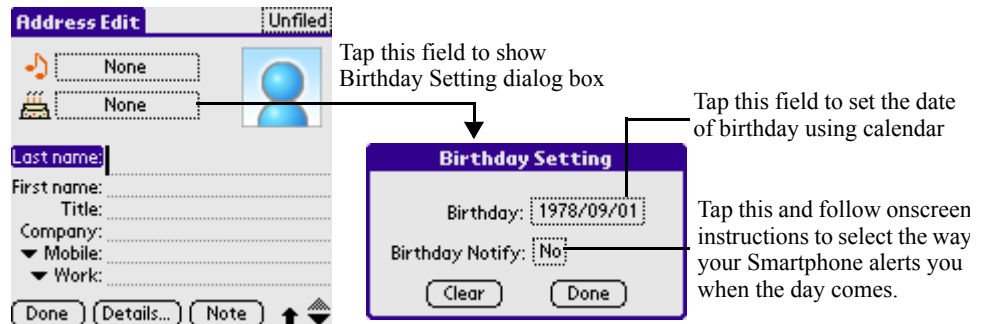


2. **Enter the last name of the person you want to add to your Address Book.**
3. **You can move to any field by tapping it directly.**
4. **If you want to be able to sort the Address Book by company name, enter the information you want in the Company field.**
5. **Enter any other information that you want to include in the entry.**
6. **Tap the scroll arrows to move to the next page of information.**
7. **To attach a note to an entry, tap Note. Enter the information you want in the text input area, and then tap Done.**

- To distinguish the entry from other general contacts, you can assign a particular ringtone for its incoming calls and messages.




- You can also add a Birthday Reminder to remind you when the birthday of the person arrives.

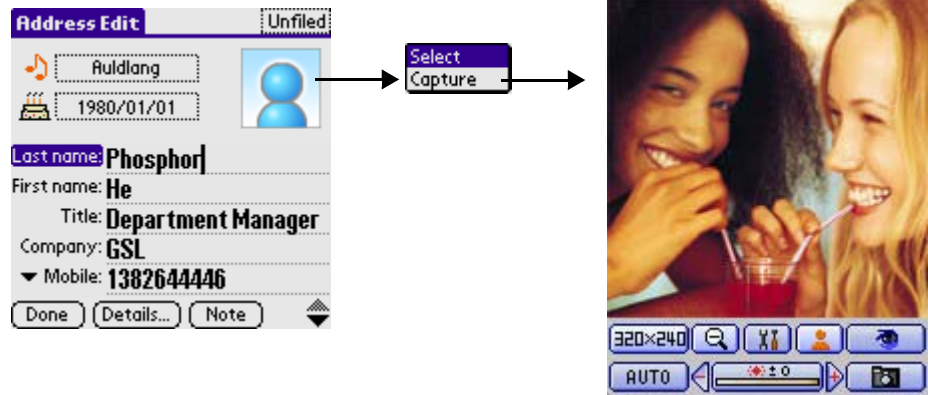



- You can even add a photo to the entry. So, when the person calls you, you'll see his/her photo on the incoming call screen.
- When you have finished entering information, tap Done.

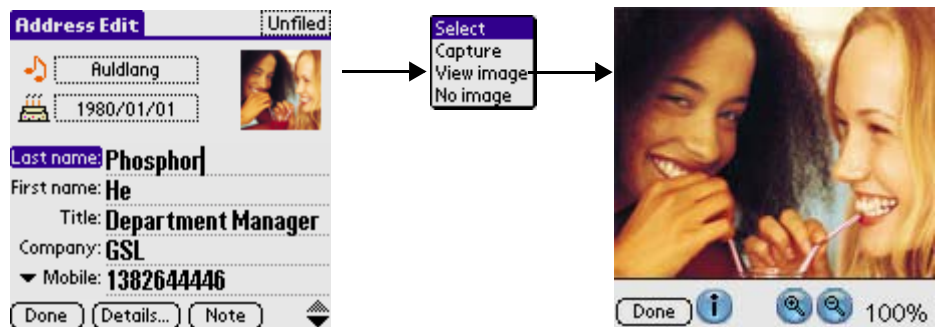
TIP: To create an entry that always appears at the top of the Address List, begin the Last name or Company field with a symbol, as in *If Found Call.* This entry can contain contact information in case you lose your Smartphone.

To add a photo to an address entry:


1. Tap  to popup the pick list and select Capture to jump to Camera application.

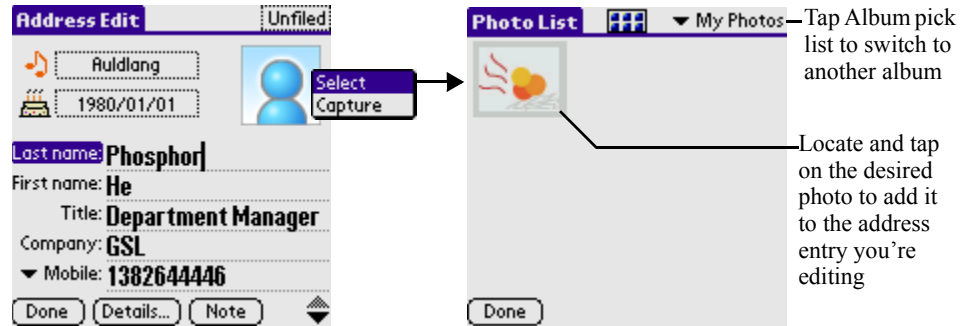


2. Press the Camera button to take a new photo. If you press the Camera button more than once, then only the last photo will be attached to the entry. For details of using the Camera, please refer to Chapter 7, “Working with Studio Applications”
3. Press the Exit button to return to the editing screen of the new address entry. Now tap  again, you’ll see two more commands are added to the pick list. Select “View image” to view the image you’ve just taken, or select “No image” to cancel image attachment.



Besides taking a new photo, you can also select a photo from PhotoAlbum application and add it to the address entry.

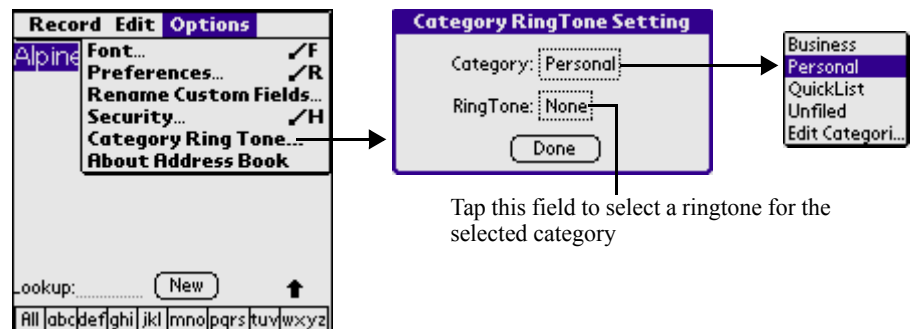
1. Tap  to popup the pick list and select **Select to skip to My Photos** album.



2. Locate and tap on the desired photo to add it to the address entry.



To assign a ringtone for a whole category of contacts:

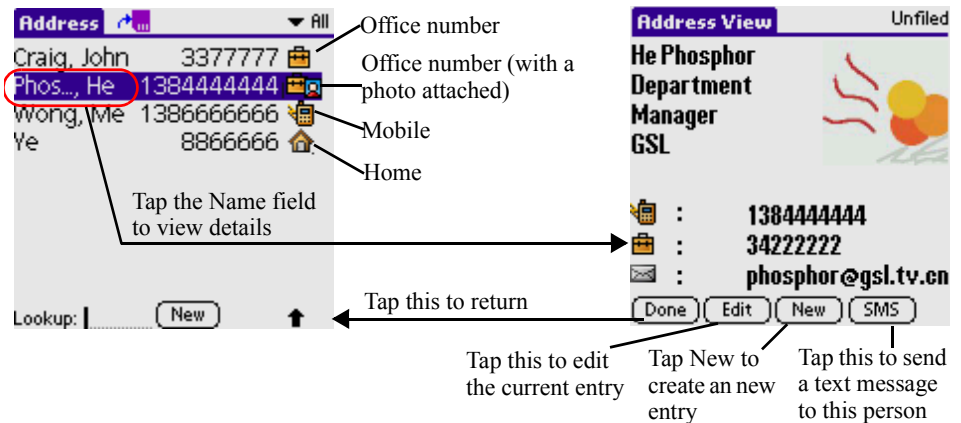
1. In the List screen or editing screen of Address Book, tap the Menu icon.
2. Select **Category Ring Tone** from the Option menu to show **Category RingTone Setting** dialog box.



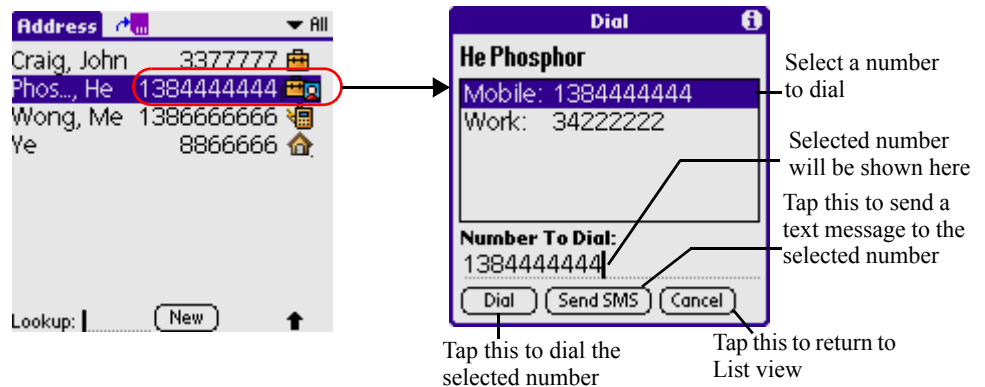
3. Tap the **Category** field to select a desired category.
4. Tap the **RingTone** field to select a ringtone for the selected category.
5. Tap **Done**.

To view details of an address entry:

- 1. You can select to view entries stored in SIM card or entries stored in the memory of your Smartphone. Tap  to list entries stored in SIM card; tap  to list entries stored in the memory of your Smartphone.**
- 2. You can select to view only phone numbers of an entry or select to view complete information about the entry:**
 - Tap the Name field of an address entry in Address List view to view complete information.



- Tap the Number field to view phone numbers only.



- 3. Tap Done when you have finished viewing the entry.**

Duplicating an entry

You can duplicate existing entries, which can be helpful when you want to enter multiple people from a single organization. When you duplicate an entry, the word *Copy* highlighted with bright color appears next to the name in the First Name field.

To duplicate an entry:

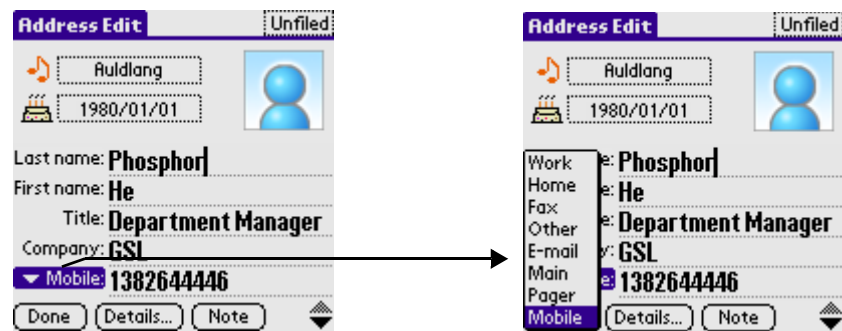
1. **From the Address Book, tap a name you want to duplicate.**
2. **Do one of the following:**
 - Tap the Address Edit tab at the top of the screen; then tap Duplicate Address in the Record menu.
 - In the text input area of your Smartphone, drag a diagonal line from the lower left to upper right to display the Command toolbar; then write a T in the text input area to initiate the Duplicate Address command.
3. **Edit the record as necessary.**

Selecting different types of phone numbers and addresses

You can select the types of phone numbers or e-mail addresses that an Address Book entry displays. Any changes you make apply only to the current entry.

To select other types of phone numbers in an entry:

1. **Tap the entry that you want to change in the Address list.**
2. **Tap Edit.**
3. **Tap the pick list next to the label you want to change.**



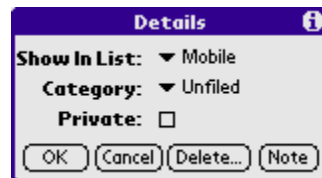
4. **Select a new label.**

Editing Address Book entries

You can change the type of information that appears in the Address List screen, categorize an entry, and hide an entry for security reasons. You can also delete entries.

To edit an Address Book entry:

1. Tap the entry that you want to change in the Address list.
2. Tap Edit.
3. Tap Details.



4. In the Address Entry Details dialog box, select any of the following settings:
 - Tap Show In List, and in the pick list tap which type of phone or other information you want to appear in the Address List screen. Options are Work, Home, Fax, Other, and E-mail.
 - Tap Category, and then tap a category in the pick list that you want to assign to the entry.
 - Tap Private to hide the entry when Security is turned on.
5. To attach a note to an entry, tap Note, enter information in the text input area, and tap OK.
6. To delete an entry, tap Delete.
7. Tap OK.

Changing the Address Book display

You can change how Address Book lists are sorted and you can add custom fields for entering additional information, using preferences. You can also have the Address Book display the last category you selected each time you return to the application.

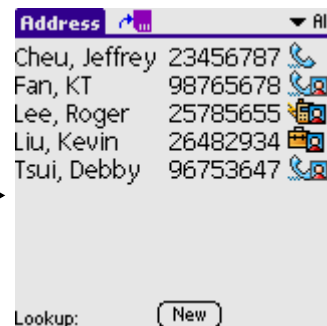
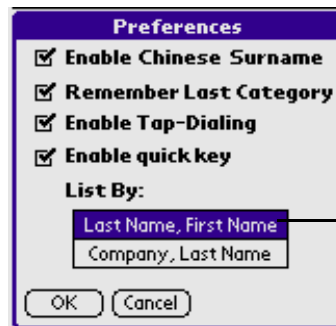
To change how lists are sorted:

- 1. In the Address list or in Address view, tap the Menu icon.**
- 2. Tap Options, and then tap Preferences.**



If you want to have the Address Book re-display the last category you selected on returning to the application, check this option

- 3. Choose an option to sort Address Book lists from the List By pick list:**
 - Tap Last Name, First Name to sort alphabetically by an individual's last name and then first name.



- Tap Company, Last Name to sort alphabetically by the company name, and then an individual's last name.
- 4. Tap OK.**

To add custom fields at the end of Address Edit screens:

- 1. In the Address list or in Address view, tap the Menu icon.**

2. Tap Options, and then tap Rename Custom Fields.



3. In the text input area, rename the fields to identify the information you'll enter in them. The names you give the custom fields appear in all entries, at the end of the Address Edit screen.
4. Tap OK in the Rename Custom Fields dialog box.

Exchanging address entries between SIM card and phone memory

You can export address entries stored in phone memory to SIM card, or export address entries stored in SIM card to phone memory. Differed from address entries stored in phone memory, each SIM card entry contains less information. So please note that copying entries to SIM card might cause lost of information.

To export an entry from phone memory to SIM card

1. In the Address list, press down the jogdial to highlight an entry.
2. Tap the Menu icon and select "Export to SIM Card".



3. **In the popup dialog box, change the name if necessary, and tap Select Phone to select the phone number to be exported to SIM card (only if the entry contains more than 1 phone number).**
4. **If the information display in the dialog box is correct, tap OK.**

To export address entries from SIM card to phone memory

1. **In the Address list, tap the Menu icon and select “Export to Address Book”.**
 - If no entry is selected, system prompts: Do you want to export all records? Tap Yes to proceed.
2. **In the popup dialog box, select Export Current Record to export the selected entry only or select Export All Records to export all entries to phone memory. And you can select which category the entries will be exported to.**
3. **Tap Ok.**


Using the Date Book

The Date Book lets you quickly and easily schedule appointments or any activity associated with a date or date and time. When you open the Date Book, the current date and a list of times for a standard business day are displayed.

Use the Date Book to

- Schedule events: timed events, which have both times and dates; untimed events, for example, birthdays or anniversaries; repeating events, such as a weekly meeting held on the same day at the same time; continuous events, such as a vacation or three-day conference; and all day events, which reflect the default hours of a day as set by the user.
- Display your schedule in different ways: by Day, Week, Month, or Agenda view.
- Set an alarm to sound minutes, hours, or days before a scheduled appointment.
- Attach notes to events to describe or clarify Date Book entries.
- Rearrange or delete events from your schedule.

To open the Date Book application:

1. Tap the Home icon and select Main from the pick list in the upper right corner.
2. Tap the Date Book icon  to open the Date Book to view today's schedules.

The date is displayed at the top right of the screen.

NOTE: Tap the view mode icons at the bottom left of the screen to display schedules in Day, Week, Month, and Agenda views.

Scheduling events

An entry in the Date Book is called an event. When you schedule an event, its description appears on the time line, and its duration is set to 1 hour by

default. You can easily change the start time and duration for any event. You can schedule the following types of events in the Date Book:

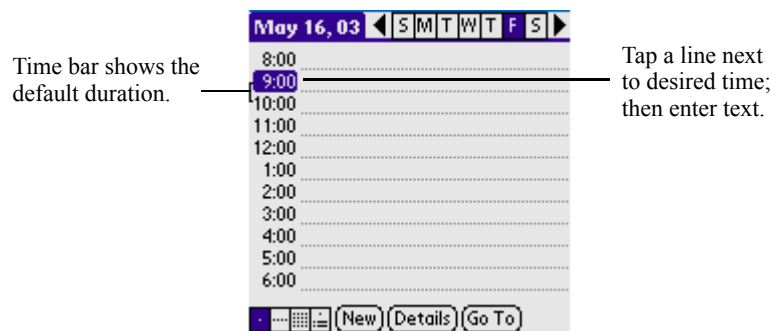
- *Timed* events, such as meetings, that have a specific date and a specific start and end time.
- *Untimed* events, such as birthdays, holidays, and anniversaries. These events occur on a particular date but have no specific start or end times; they appear at the top of the list of times marked with a diamond. You can schedule more than one untimed event on the same date.
- *Repeating* events, such as weekly meetings that are held on the same day at the same time each week.
- *Continuous* events, such as a vacation or a three-day conference.
- *All day events*, consume valid hours of a day preset by the user.

Scheduling timed events

You can schedule timed events for the current date or for future dates.

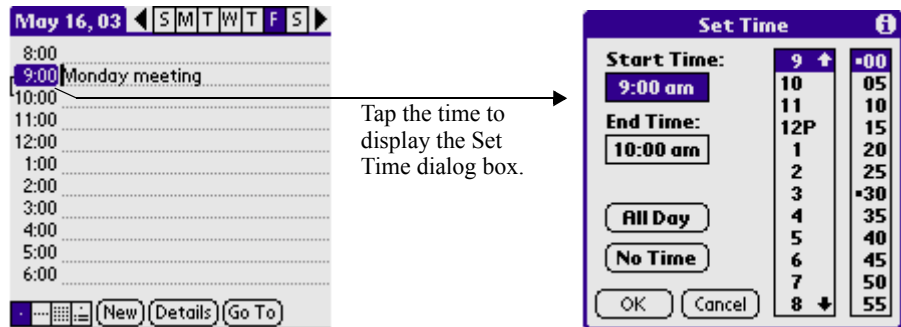
To schedule a timed event for the current date:

1. **Tap Date Book from the Applications Launcher to open the Date Book to today's schedule. The current date and a list of times for a normal business day are displayed in Day view.**
2. **With the current day selected, tap the line next to the time that corresponds to the start of the event.**



3. **Enter a description of the event, up to 255 characters in length.**
4. **Set the event's duration:**
 - If the event is 1-hour long, skip to the end of this procedure.

- If the event is longer or shorter than an hour, tap directly on the time to open the Set Time dialog box.



TIP: You can open the Set Time dialog box (to select a start time) by making sure no event is selected, and then writing a number on the number side of the text input area.

5. Set the duration of the event in either of the following ways:

- Tap the time columns in the Set Time dialog box to set the Start Time; Tap End Time; then tap the time columns to set the End Time.
- Tap All Day if the event lasts all day. The default hours of a standard business day are set by the user, and may be changed using the Preferences command in the Date Book application. See the section “Changing the displayed Start and End Times” in this chapter later.

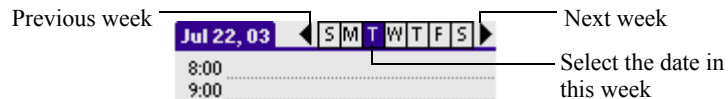


6. Tap OK.

To schedule a timed event for another date:

1. Select the date you want in one of the following ways:

- Tap the desired day of the week in the date bar at the top of the screen. If necessary, tap the Previous week or Next week scroll arrows to move to another week.



- Tap Go To at the bottom of the screen to open the Go to Date dialog box. Select a date by tapping a year, month, and day in the calendar.

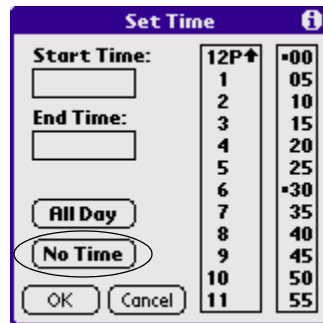


2. After locating the desired date, follow the steps for scheduling an event for the current day.

Scheduling untimed events

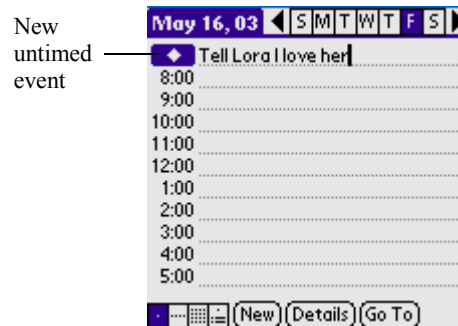
1. Select the event date you want, as described in the previous procedure, "To schedule a timed event for another date."
2. Tap New.

3. In the Set Time dialog box, tap No Time.



TIP: You can create a new untimed event by making sure no event is selected and then writing letters in the text input area. When you start writing, the untimed event appears at the top of the screen

4. Enter a description of the event.



5. Tap a blank area on the screen to deselect the untimed event.

NOTE: If you create a timed event and later want to make it an untimed event, tap directly on the event time on the Date Book screen; then tap No Time and OK.

Scheduling repeating or continuous events

The Repeat function lets you schedule events that recur at regular intervals or extend over a period of consecutive days. Repeating events include a

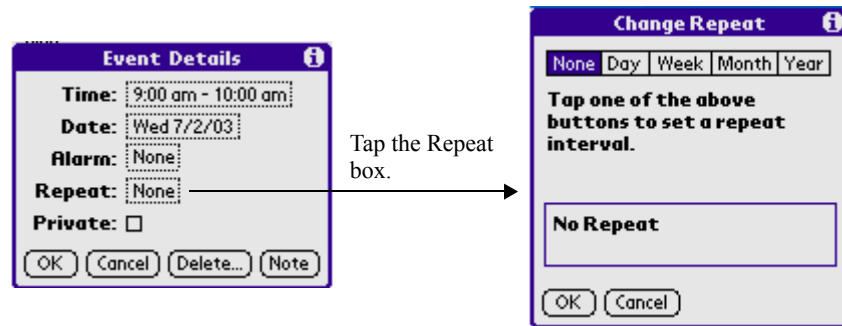
birthday and a weekly guitar lesson that falls on the same day of the week and the same time of day. Continuous events might include a business trip or a vacation.


To schedule a repeating or continuous event:

1. **Tap the event (Be sure to tap the event and not the time next to the event.).**

Typically, a continuous event is an untimed event.

2. **Tap Details.**
3. **Tap the Repeat box to open the Change Repeat dialog box.**



4. **Tap Day, Week, Month, or Year to set how often the event repeats. For a continuous event, tap Day.**
5. **Enter a number that corresponds to how often you want the event to repeat on the Every line.**
6. **For example, if you select Month and enter the number 2, the event repeats every other month.**
7. **To set an end date for the repeating or continuous event, tap the End On pick list and tap Choose Date. Use the date picker to select an end date.**
8. **Tap OK. An  icon that represents a repeating event appears to the far right on the event line.**

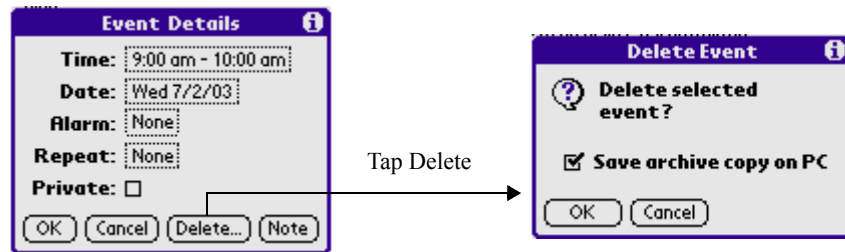
Making changes to repeating or continuous events

When changes are made to a repeating or continuous event, you can decide which events to change: all of the spectrum events, the current events, or the events that take place in the future.

To delete repeating events:

1. **Select the event you want to delete.**
2. **Tap Details. The Event Details screen opens.**
3. **Tap Delete. The Delete Event screen opens asking for confirmation of the deletion.**

TIP: You can also select Delete Event from the Record menu. This opens the Repeating Event screen.



4. **Select one of the following options:**
 - Tap OK to delete a single occurrence of this event
 - Tap Cancel to go back to the previous box
 - The Save archive copy on PC option will store deleted record in an archive file on your Desktop at the next HotSync operation. Some record will be hidden but not deleted until then.

The event is removed from your datebook and you are returned to the day view where you started. These steps apply to all changes you make to repeating or continuous events.

About scheduling repeating or continuous events

Keep the following in mind when scheduling repeating or continuous events:

- If you change the start date of a repeating event, your Smartphone calculates the number of days you moved the event. Your Smartphone then automatically changes the end date to maintain the duration of the repeating event.
- If you change the repeat interval (e.g., daily to weekly) of a repeating event, past occurrences (prior to the day on which you

change the setting) are not changed, and your Smartphone creates a new repeating event.

- If you change the date of an occurrence of a repeating event (e.g., from January 14 to January 15) and apply the change to all occurrences, the new date becomes the start date of the repeating event. Your Smartphone adjusts the end date to maintain the duration of the event.
- If you change other repeat settings (for example, time, alarm, private) of a repeating event and apply the change to all occurrences, your Smartphone creates a new event. The start date of this new event is the day on which the setting is changed. Past occurrences (prior to the day of the change) are not changed.
- If you apply a change to a single occurrence of a repeating event (e.g., time), that occurrence no longer shows the Repeat icon.

Rescheduling events

You can reschedule events using the Details option in the Date Book. You can also use the Details option to convert untimed events into timed events.

To reschedule an event:

- 1. Tap the event you want to reschedule.**
- 2. Tap Details.**
- 3. To change the time, tap the Time box, select a new time, and then tap OK.**
- 4. To change the date, tap the Date box, select a new date, and then tap OK.**

Adding Address Book information to an event

You can add a name, address, and telephone number to an event using the Phone Lookup option. For instructions, see “Using Phone Lookup” in Chapter 5, “Performing Common Tasks”.

Setting the alarm

The Alarm setting lets you set an audible alarm for events in your Date Book, and display a reminder message on-screen. For untimed events, only the reminder message appears.

Setting an alarm for an event

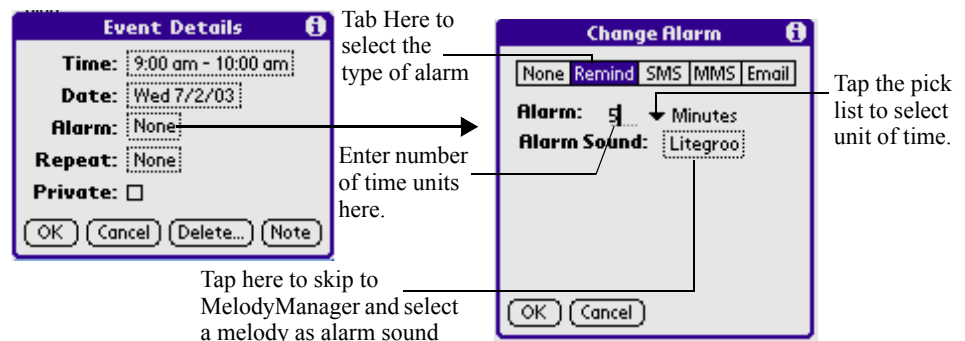
You can set an alarm for minutes, hours, or days before an event. When you set an alarm, an Alarm icon appears to the far right of the event with the alarm.

You can also set a silent alarm for untimed events that displays a reminder message on-screen before the day of the event. The alarm triggers at the specified period of minutes, hours, or days before midnight of the day on which the untimed event begins.

For example, you set a 5-minute alarm for an untimed event that occurs on February 4. The reminder message will appear at 11:55 p.m. on the night of February 3. The reminder remains onscreen until you turn on your Smartphone and tap OK to turn off the reminder.

To set an alarm for an event:

1. Tap the event to which you want to assign an alarm.
2. Tap Details.
3. Tap the Alarm check box to select it. Tap None to appear Change Alarm dialog box.
4. The default setting, 5 Minutes, appears. Tap the label in the upper side to select the style of tip.
5. Set the alarm time:
 - Tap the Alarm box to show Change Alarm screen.



- Enter any number from 0 to 99 (inclusive) as the number of time units.

- Tap the pick list to change the time unit; select Minutes, Hours, or Days.
- Tap the Alarm Sound box to select a melody from MelodyManager as the alarm sound.

NOTE: You can set to be notified by Email, SMS or MMS if your Smartphone is not with you at that time. Then the Email address or the number of the recipient of the alarm message (SMS/MMS) need to be specified accordingly.

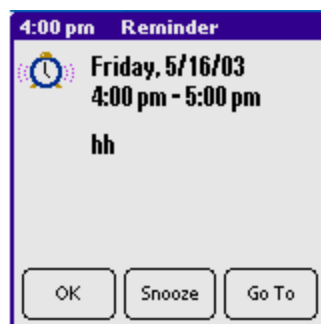
6. Tap OK.

Once an alarm has gone off, you can tap the Snooze option to dismiss the alarm for a 5-minute period.

To dismiss the alarm using the snooze option:

When the alarm dialog box appears, tap Snooze to delay the alarm for a preset five-minute period.

Each time you tap Snooze, the alarm is dismissed for an additional 5-minute period.



Setting alarm options

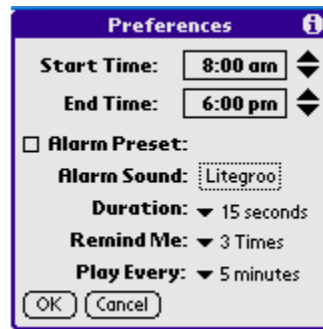
You can set the alarm to go off automatically for each new event using preferences. You can also set a tone for the alarm and the number of times the alarm sounds.

To set alarm options:

- 1. To open the Preferences dialog box, do one of the following:**
 - In the Date Book, tap the Menu icon.

- Tap the inverted tab at the top of the Date Book screen to display the menu bar.
- In the text input area, drag a diagonal line from the lower left to upper right to display the Command toolbar. Type an R, the Graffiti® 2 ShortCut for the Preferences command.

2. In the Options menu; tap Preferences.



3. Select from the following options:

- Tap Alarm Preset to set an alarm for each new event automatically. The silent alarm for untimed events is defined by minutes, days, or hours before midnight of the date of the event.
- Tap the Alarm Sound box to select a melody from MelodyManager as the alarm sound.
- Tap Duration pick list to select the duration each time the alarm sound plays.
- Tap Remind Me to define how many times the alarm sounds—once or twice; or three, five, or ten times.
- Tap Play Every to set how often the alarm sounds—every minute; or every 5, 10, or 30 minutes.

4. Tap OK.

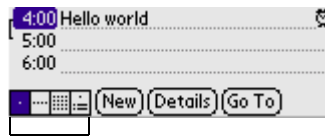
NOTE: Events with alarm enabled will be indicated with a clock icon 🕒 at the far right side of the event line.

Changing the Date Book view

The Date Book includes four views for displaying your appointments: day view, week view, month view, and agenda view.

To display the Date Book views:

1. Tap a view icon in the lower-left area of the Date Book screen.



Date Book view mode icons

To display the current time:

Tap and hold down the stylus on the date in the date bar to display the time. (When you release the stylus, the menu bar appears.)

Working in Week view

Week view displays a calendar of your events for an entire week. This view lets you quickly review your appointments and available time slots. In addition, the graphical display helps you spot overlaps and conflicts in your schedule.

To display the Week view:

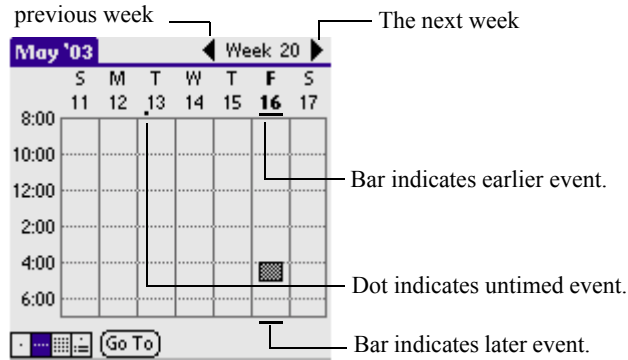
1. Tap the Week view icon to switch to Week view.



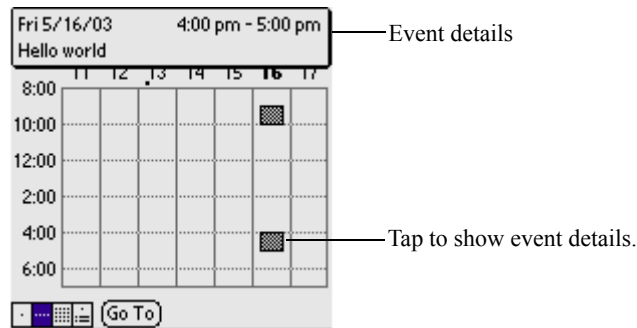
Week view

2. Push the jogdial left or right to move forward or backward a week at a time, or tap on a specific day to display the details of an event.

NOTE: The Week View also shows untimed events and events before and after the range of times displayed.



3. Tap an event to display a description of the event at the top of the screen.



Tips for using Week view

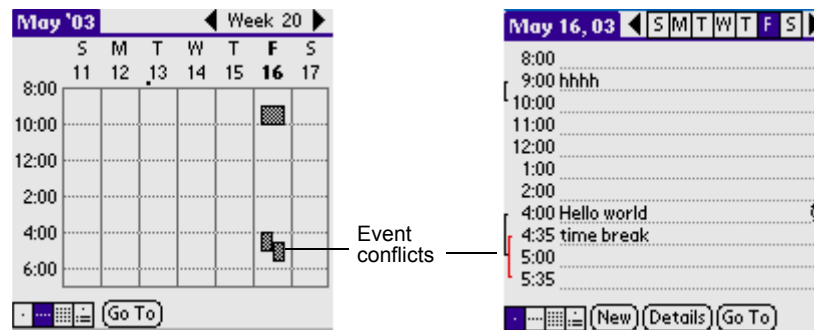
Keep the following points in mind when using Week view:

- To reschedule an event while in Week view, tap and drag the event to a different time or day.
- Tap a blank time on any day to move to that day and have the time selected for a new event.
- Tap any day or date that appears at the top of the Week view to move directly to that day without selecting an event.
- The Week view displays the time span defined by the Start Time and End Time in the Date Book Preferences settings. If you have an event before or after this time span, a bar appears at the top or bottom of that day's column. Use the onscreen scroll arrows to scroll to the event.

Spotting event conflicts

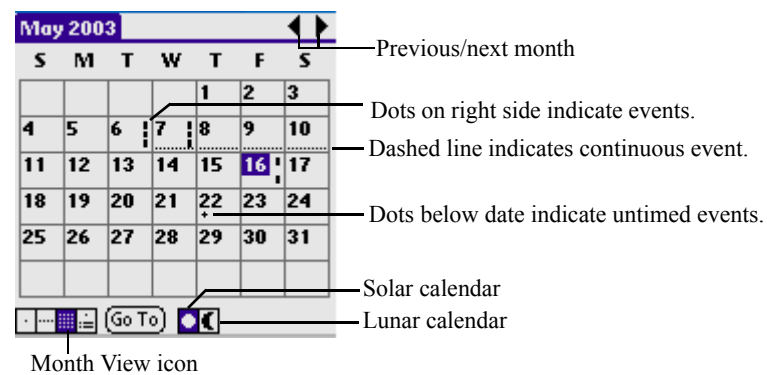
With the ability to define specific start and end times for any event, it is possible to schedule events that overlap (an event that starts before a previous event finishes).

An event conflict (time overlap) appears in the Week view as overlapping time bars and in the Day view as overlapping brackets to the left of the conflicting times.



Working in Month view

The Month View screen shows which days have scheduled events. Dots and lines in the Month view indicate events, repeating events, and untimed events.



You can control the dots and lines that appear in the Month View. See [“Changing the Date Book display of events”](#) for more information.

Tips for using Month view

Keep the following points in mind when using the Month view:

- Tap a day in the Month view to display that day in the Day view.
- Tap the scroll arrows in the upper right corner to move forward or backward a month.
- Tap Go To to open the date selector and select a different month.
- Use the scroll buttons on the front panel of your Smartphone to move between months. Press the top button to display the previous month, the bottom button to display the next month.

Working in Agenda view

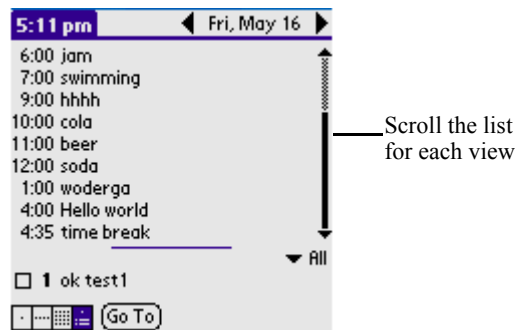
The Agenda view lets you view appointments, untimed events, and To Do List items in a single screen. Although it is primarily a viewing option, you can also use the Agenda view to check off completed To Do List items. To go to a Day View of any event on the Agenda view screen, simply tap the desired event.

To display the Agenda View:

1. Tap the Agenda view icon to switch to Agenda view.



2. Use the jogdial to move forward or backward a day at a time or to display more To Do items.



Tips for using Agenda view

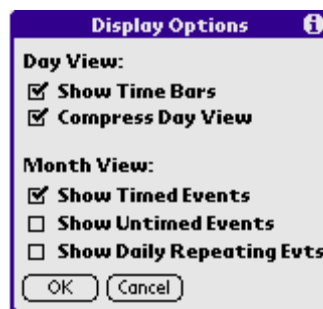
- Tap any appointment while in Agenda view to display the Day View of the appointment.
- Check off completed To Do List items in the Agenda view, or click a description of an item to go directly into the To Do List application.
- You can change the category of To Do items shown. Tap on the pick list and select the new category. See the chapter on “Using the To Do List” for more information on To Do items.

Changing the Date Book display

In Day or Month view, you can change which events appear in the Date Book. In Day view, you can display time bars that highlight event conflicts.

To change the Date Book display of events:

1. In Day view or Month view, tap the Menu icon.
2. Tap Options, and then tap Display Options.



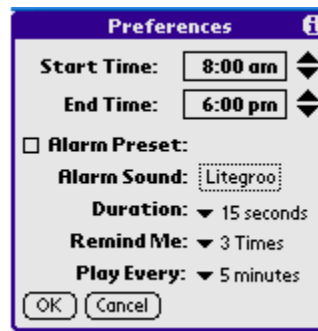
3. For Day view, select from the following options:
 - Tap Show Time Bars to display time bars showing the duration of an event and any event conflicts.
 - Tap Compress Day View to display start and end times for each event, but no blank time slots at the bottom of the screen, to minimize scrolling. Clear the option to display all time slots.
4. For Month view, select whether to display Timed, Untimed, or Daily Repeating events.
5. Tap OK.

Changing the displayed Start and End Times

You can change the preferences used for new entries. Preferences include display starting time, display ending time, and alarm characteristics. See the section “[Setting alarm options](#)” earlier in this chapter for more information on alarm preferences.

To change the start and end time in the Date Book:

1. **In the Date Book, tap the Menu icon.**
2. **Tap Option, and then tap Preferences.**



The Start and End Time are used by the various Date Book screens. The Day view schedules events to start and end at these times when the All Day option is selected. The Week view displays the time span defined by the Start Time and End Time.

3. **Tap Start Time and use the scroll arrows to select a new start time for the Date Book screens. Repeat the step to set a new end time. If the time slots you select do not fit on one screen, you can tap the scroll arrows to scroll up and down.**
4. **Tap OK.**



Using the Memo Pad

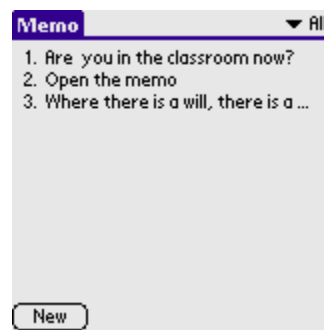
The Memo Pad provides a place to take notes that are not associated with records in the Date Book, Address Book, or To Do List.

Use the Memo Pad to

- Take notes or write any kind of message on your Smartphone.
- Drag and drop memos into popular computer applications like Microsoft® Word when you synchronize using Smartphone and HotSync® technology.
- Assign memos to categories so that you can organize and view them in logical groups.
- Write down phone numbers and other types of information. Later, you can copy and paste this information into other applications.

To open the Memo Pad application:

1. Tap the Home icon  . And select Main from the pick list in the upper right corner.
2. Tap the Memo Pad icon  .



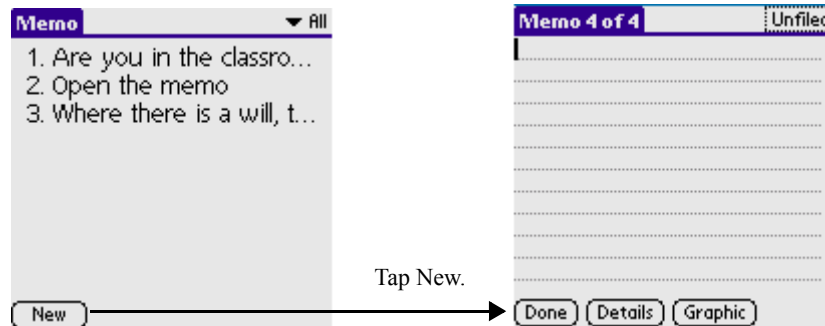
Creating memos

A record in the Memo Pad is called a *memo*. A memo can contain up to 4,000 characters. The number of memos you can store is limited only by the memory available on your Smartphone.

When you create a new memo, you can add information to it from the Address Book application, such as a phone number or address, using the Phone Lookup option. If you want to know about the detailed guide, please look over “Finding address book recorders” of the “Find recorder” of the “Performing Common Tasks” in the chapter 4

To create a new memo:

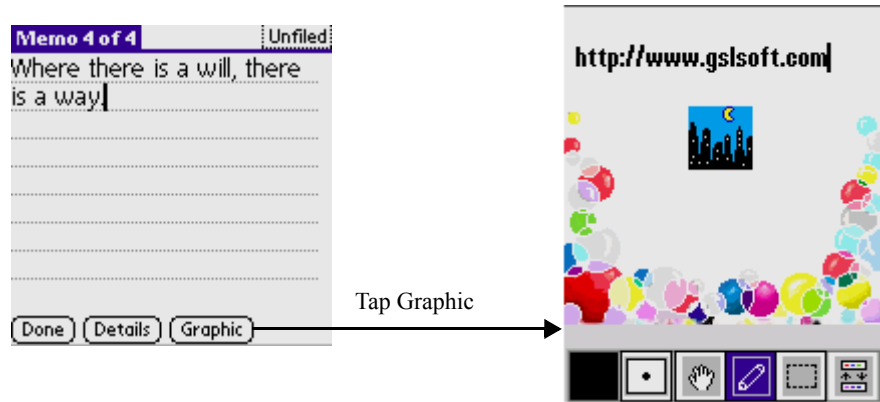
1. **Tap the Memo Pad icon on the front panel of your Smartphone to display the Memo List.**
2. **Tap the New button.**



TIP: You can also create a new memo by beginning to write in the text input area in the Memo List screen. The first letter is automatically capitalized and begins your new memo.

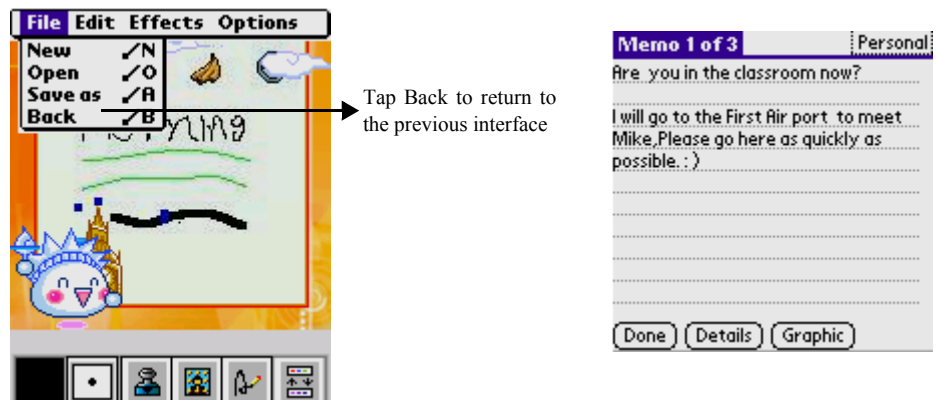
3. **Input the text you want to appear in the memo. Press down the jogdial to move down to new lines in the memo.**

4. Tap Graphic to insert a photo (or create a new photo) to the memo.



NOTE: For instructions, see “Using the PhotoEditor” in Chapter 8, “Working with Studio Applications”.

5. When finished, tap the Menu icon and select Back from the File menu to return.



6. Tap Done.

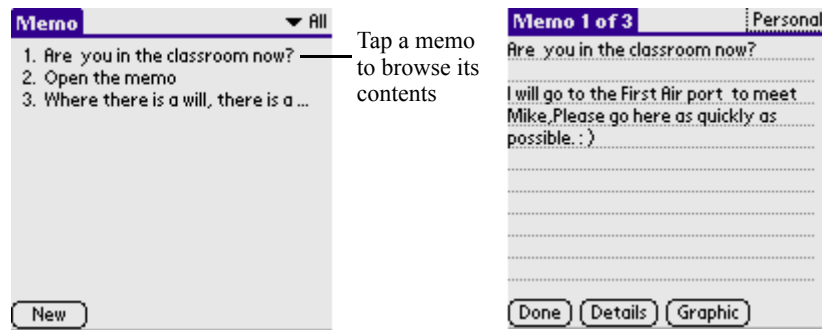
You can categorize memos and sort them by categories. See “Categorizing Records” and “Sorting Records” in Chapter 5, “Performing Common Tasks” for more information.

Reviewing memos

The Memo List displays the first line of a memo. This makes it easy to locate and review your memos. You can easily sort memos in the Memo List or move through memos using Memo options.

To review a memo:

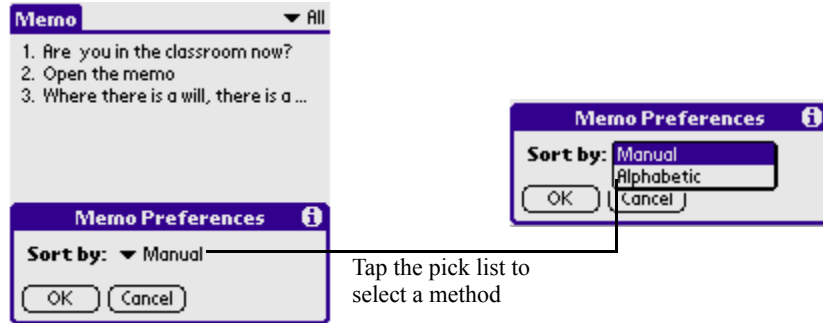
1. **In the Memo List, tap the text of the memo.**



2. **Browse or edit the text in the memo.**
3. **Tap the Done button.**

To change the order in which memos appear in the Memo List:

1. **In the Memo List, tap the Menu icon on the front panel of your Smartphone**
2. **Choose Options > Preferences; and select one of the following options.**
 - Tap Manual to sort new memos in the sequence in which you create them.
 - Tap Alphabetical to sort new and existing memos in numerical and then alphabetical sequence.



3. Tap OK.



Using the To Do List

The To Do List is a convenient place to create reminders and prioritize the things that you have to do.

Use the To Do List to

- Make a quick and convenient list of things to do.
- Assign a priority level to each task.
- Assign a due date for any or all of your To Do List items.
- Assign To Do List items to categories so that you can organize and view them in logical groups.
- Sort your To Do List items either by the due date, priority level, or by the category.
- Attach notes to individual To Do List items for a description or clarification of the task.

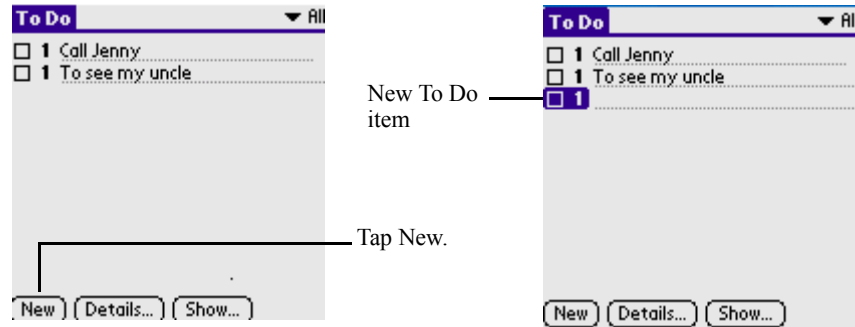
To open the To Do List application:

1. Tap the Home icon .
2. Select Main from the pick list in the upper right corner.
3. Tap the To Do List icon .

Creating To Do List items

A To Do List item is a reminder of some task that you have to complete. A record in the To Do List is called an *item*.

1. Tap the New button.



2. Enter the content of the current To Do List item. The text can be longer than one line.

TIP: You can add a name, address, and phone number to a To Do List item using the Phone Lookup option.

3. Tap the other place onscreen to deselect the current To Do List item.

TIP: If no To Do List item is selected currently, writing in the text input area automatically creates a new item.

Setting To Do List priorities

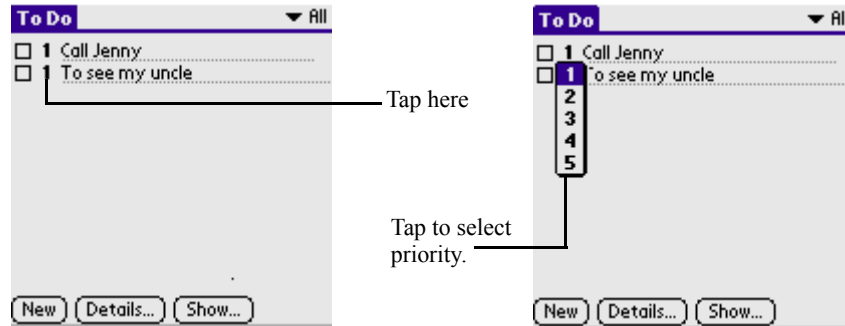
You can set priorities for tasks in your To Do List according to their importance or urgency. Items appear by priority and due date at the top of the To Do List by default, with 1 the highest priority. Changing an item's priority may move its position in the list.

New To Do List items automatically have a priority of 1. If you select another item first, before creating a new item, the item you create appears beneath the selected item with the same priority as the selected item.

To set the priority of a To Do List item

1. If priorities aren't visible in the To Do List, tap Show at the bottom of the list, select Show Priorities check box, and tap OK.

2. Tap the Priority number on the left side of the To Do List items.



3. Tap the Priority number that you want to set, with 1 the most important and 5, the least important.

Checking off To Do List items

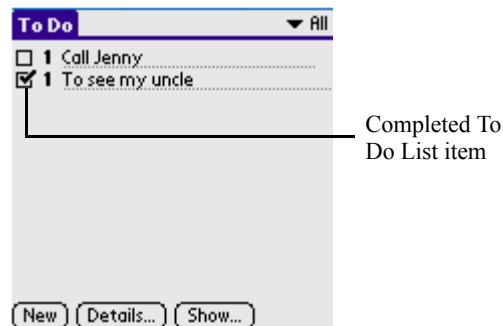
You can check off a To Do List item to indicate that you've completed it.

To check off a To Do List item:

1. In the To Do List, tap show. Tap Show Completed Items. If you clear this setting, your To Do items disappear from the list when you complete (check) them.

NOTE: Items that no longer appear on the list because Show Completed Items is turned off have not been deleted. They are still in the memory of your Smartphone. You must purge completed items to remove them from memory.

4. Tap the check box on the left side of the item.



Changing priorities and due dates

You can change the To Do List to display the due date assigned to an item, change its priority, and assign a category to the task with the To Do Item Details dialog box.

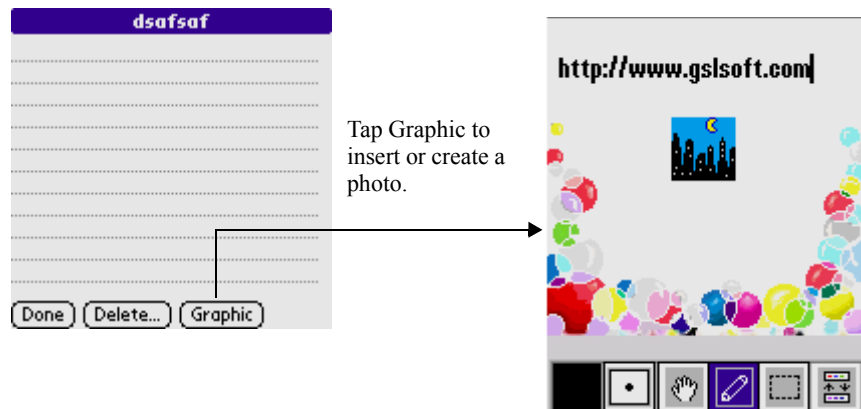
You can then sort To Do List items by priority, due date, or category.

To change the priority and due date of a To Do List item:

1. In the To Do List, tap the item you want to change.
2. Tap the Details button.
3. In the To Do Item Details dialog box, tap No Date to open the Due Date pick list.



4. Select the date that you want to assign to the current item.
5. Select Private check box to hide this item when Security is enabled.
6. Tap the Note button to attach a note. You can even insert a picture here by tapping the Graphic button. When finished, tap Done.



NOTE: For instructions on creating pictures, see “Using the PhotoEditor” in Chapter 8, “Working with Studio Applications”. When finished drawing the picture, tap the Menu icon; then choose File > Back to return to the previous Note editing screen.

7. **Tap OK.**

TIP: If the Show Due Dates option is enabled in the To Do Preferences dialog box, you can tap directly on the due date in the To Do List to open the pick list shown in step 3.

To sort To Do items

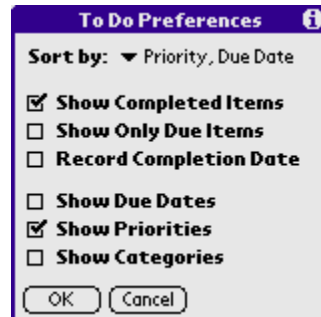
1. **In the To Do List, tap Show.**
2. **In the To Do Preferences screen, tap Sort By, and then select an option from the pick list:**
 - Select Priority, Due Date to sort items by priority first, and then due date. Select Due Date, Priority to reverse that order.
 - Select Category, Priority to sort items by category first, and then priority. Select Priority, Category to reverse that order.
3. **Tap OK.**

Displaying completed and due items

You can make the To Do List display completed items and their completion dates, as well as due items and their due dates.

To display completed and due items in the To Do List:

1. **In the To Do List main interface, tap the Show button.**



2. In the To Do Preferences dialog box, select from the following settings:



- Select Show Completed Items check box to display your completed items in the To Do List. If this setting is turned off, completed To Do items disappear from the list, but are kept in the memory of your Smartphone. You must purge completed items to remove them from memory.
- Select Show Only Due Items check box to show only the items that are currently due, past due, or have no due date specified. When this setting is active, items that are not yet due do not appear in the list until their due date.
- Select Record Completion Date check box to replace the due date with the actual date when you complete (check) the item. If you do not assign a due date to an item, the completion date still records when you complete the item.
- Select Show Due Dates check box to display the due dates for items in the To Do List and to display an exclamation mark next to items that remain incomplete after the due date passes.
- Select Show Priorities check box to display each item's priority.
- Select Show Categories check box to display each item's category.

3. Tap OK.

Using the Clock

Clock enables you to view the current time and date in multiple locations and to set 6 alarms. And tools like Countdown, StopWatch are also provided.

To open the Clock application:

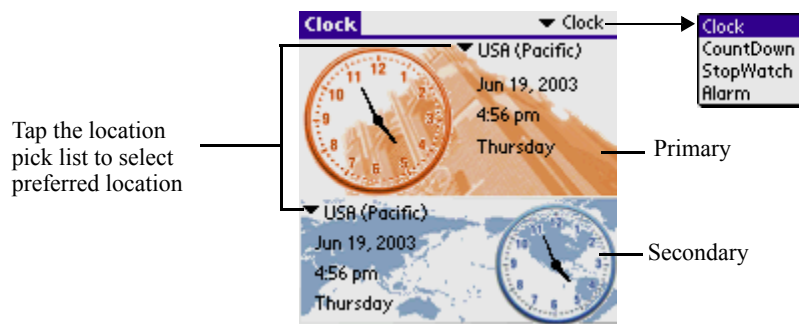
1. Tap the Home icon .
2. Select Main from the pick list in the upper left corner.
3. Tap the Clock icon .

Clock

You can use Clock to select the time zone for the primary location. Keep in mind that the primary location settings are system date and time and that these settings are used by all the applications on your Smartphone. The primary location settings also serve as a point of reference for the secondary locations.

Setting the location:

1. Select Clock from the pick list in the upper right corner.
2. Use the location pick list to select your preferred primary and secondary location



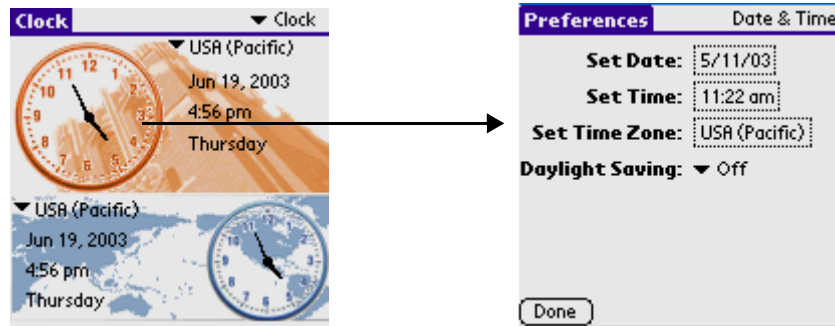
Setting the date and time

The primary location settings also appear in the Date & Time Preferences screen. Similarly, if you change the settings in the Date & Time

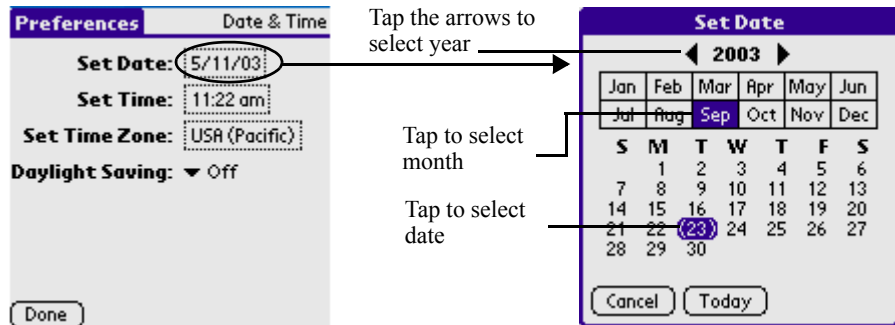
Preferences screen, those settings become your system date and time and also appear under the primary location in Clock.

To set the date

1. Tap the ticking clock to open the Date & Time Preferences screen directly.



2. Tap the Set Date box.



3. Tap the arrows to select the current year.
4. Tap the current month.
5. Tap the current date.

To set the time:

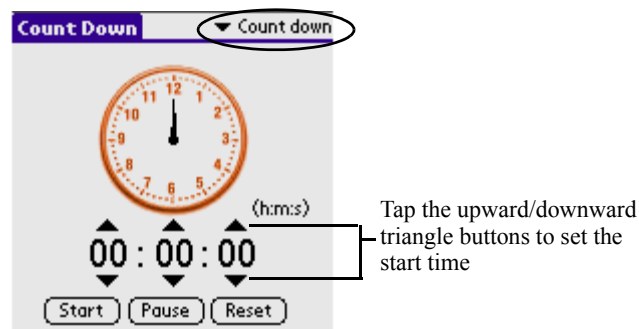
1. Tap the Set Time box.



2. Tap the upward or downward arrow to change the hour.
3. Tap each minute number box, and then tap the arrow to change the number.
4. Tap AM or PM to change the display style.
5. Tap OK.

CountDown

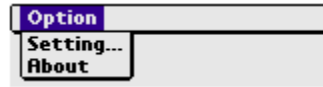
1. Select Countdown from the pick list in the upper right corner.



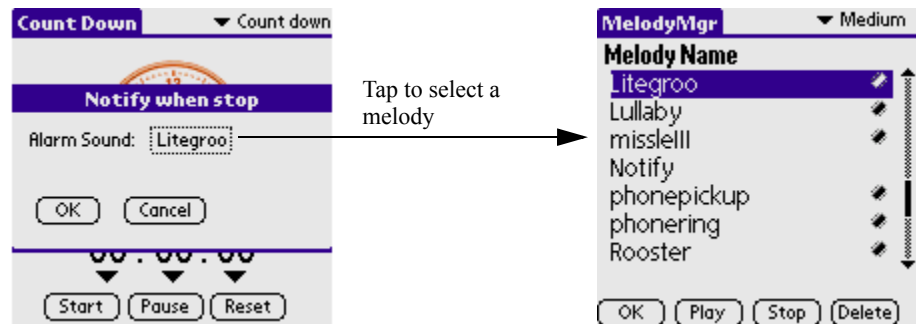
2. Tap the Tap the upward/downward triangle buttons to set the start time.
3. Tap Start to start countdown.
4. Tap Pause to pause.
5. Tap Reset to reset the time to zero.

Setting

1. In the main screen of Countdown, tap the Menu icon
2. Select Setting from the Option menu.



3. Tap the Alarm Sound box to select a melody which will sound when the count down stops.



4. Tap a desired melody and tap OK.

Stopwatch

1. Select "Stop watch" from the pick list in the upper right corner.





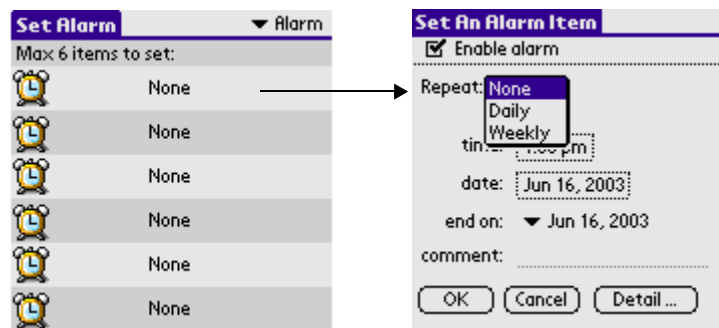
2. Tap the Start button to begin counting.
3. Tap the Pause button to pause counting.
4. Tap the Reset button to set the time to the default value "00:00:00".

Using the Alarm

The Alarm application enables you to set an alarm for events. When the alarm is triggered, your handheld will vibrate, play sound, flash back light or even send you SMS/MMS/Email.

To set a new alarm:

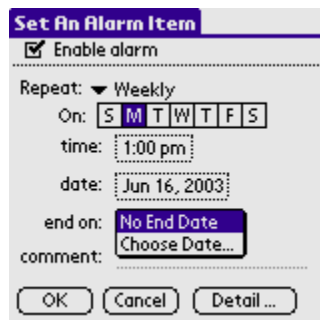
1. Tap the Home icon .
2. Select Main from the pick list in the upper left corner.
3. Tap the Alarm icon .
4. Tap any item to enter setting screen.



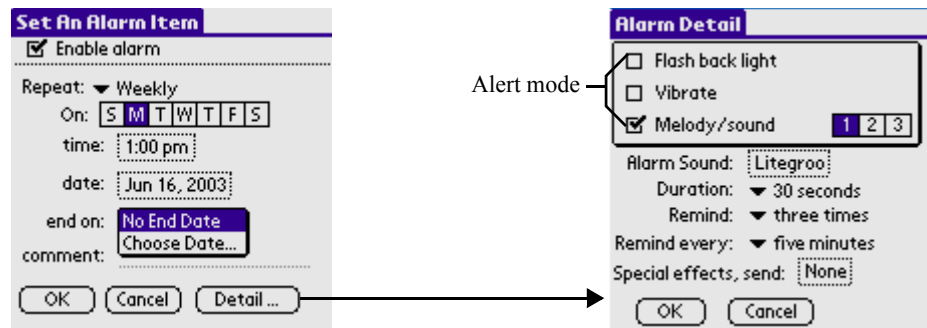
5. Check the option “Enable alarm” to show further settings.

- Repeat

- **None:** no repeat.
- **Daily:** repeat everyday.
- **Weekly:** If it is selected, there will be more options to let you decide on which day you want to repeat the alarm.



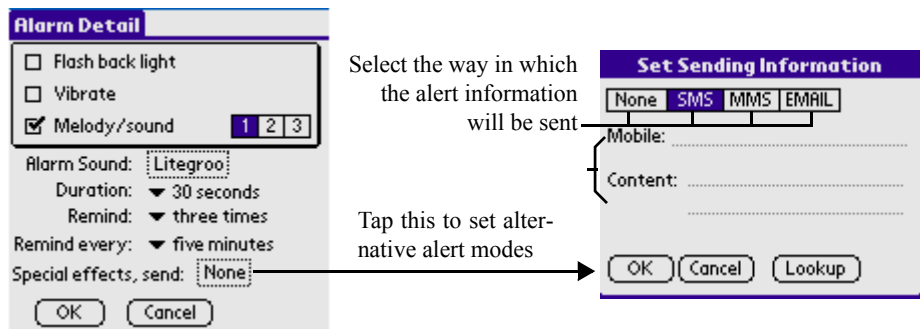
- **Time**
Please refer to the relevant part in Clock.
- **Date**
Please refer to the relevant part in Clock.
- **End On**
Determines when the repeating alarm will end:
 - **No End Date:** no end date.
 - **Choose Date...:** specify a date when the repeat will end.
- **Comment**
Tap the blank area next to add comment
- **Details...**



Alert mode: select a method the alarm notifies you. Flash back light, vibrate, or play melody/sound.

You can set alert time and frequency here.

You can even set to be notified by Email, SMS or MMS if your Smart Phone is not with you at that time:



Select the way in which the alert information will be sent

Tap this to set alternative alert modes

Using the Calculator

You can perform general mathematical functions with the Calculator, such as addition, subtraction, multiplication, and division.

Use the Calculator to:

- Perform basic calculations.
- Store and get values.
- Display the last series of calculations, which is useful for confirming a series of “chain” calculations.

To open the Calculator application:

Tap the Calculator icon  next to the text input area.



Using the Calculator buttons

The Calculator includes several buttons to help you perform calculations.



The CE button clears the last number you entered. Use this button can clear a mistake number while entering during a calculation. This button enables you to re-enter the number without starting the calculation over.



The C button clears the entire calculation and enables you to begin a new calculation.



The Plus/Minus button switches the current number between a negative and positive value. If you want to enter a negative number, enter the number first and then press the +/- button.



The M+ button places the current number in memory. Each new number you enter with the M+ button is added to the total stored in memory. The number that you add can be either a calculated value or any number you enter by pressing the number buttons. Pressing this button has no effect on the current calculation (or series of calculations); it merely places the value into memory until it is recalled.



The MR button recalls the stored value from memory and inserts it in the current calculation.



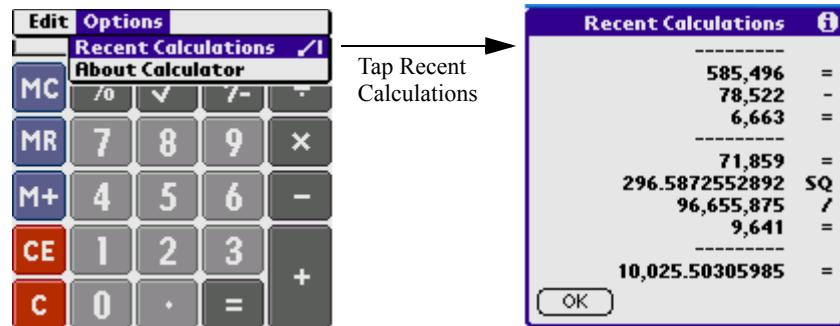
The MC button clears any value that is stored in the Calculator memory.

Displaying recent calculations

The Recent Calculations command lets you review the last series of calculations and helps you confirm a chain of calculations.

To display recent calculations:

1. **In the Calculator application, tap the Menu icon.**
2. **Tap the Options, and then tap the Recent Calculations.**





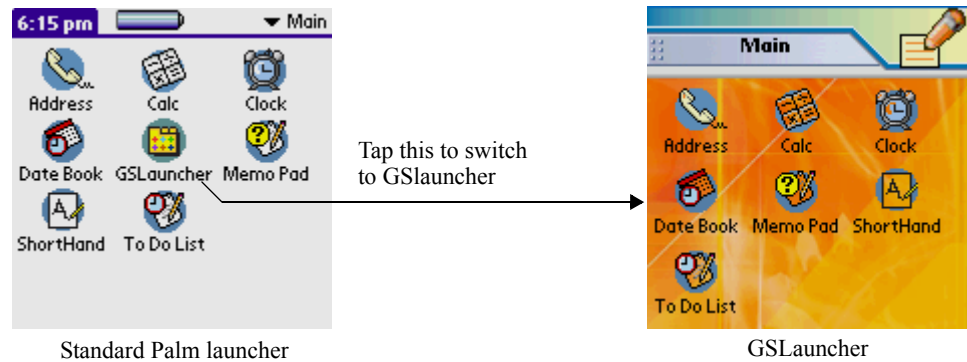
3. When you have finished reviewing the calculations, tap OK.

Using the GSLauncher

GSLauncher enables you to customize the style and color of the desktop appearance.


To open the GSLauncher application:

1. Tap Home icon .
2. Select Main from the pick list in the upper right corner.
3. Tap the GSLauncher icon .

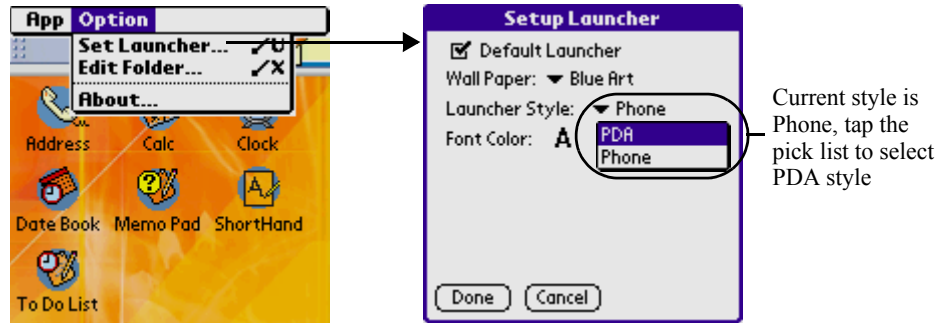


NOTE: This icon will not appear unless you are using the standard Palm launcher.

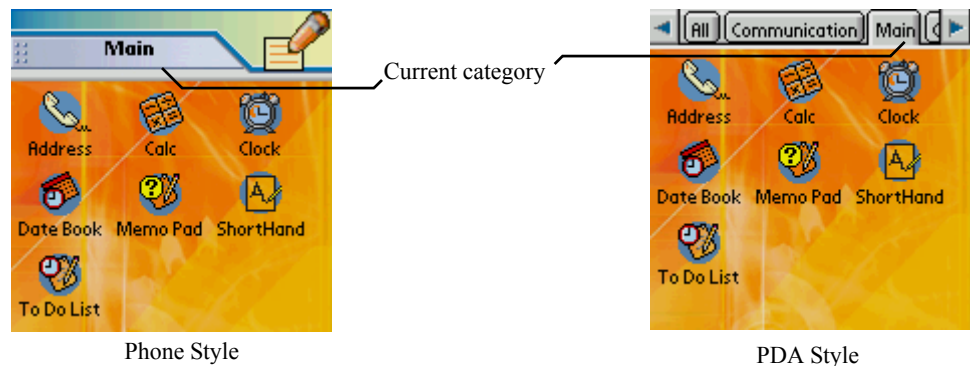
Changing launcher style

1. When using the GSLauncher, tap the Menu icon .
2. Select Set Launcher from the Option menu.


3. Tap the Launcher Style pick list to switch the current Phone style to PDA style.

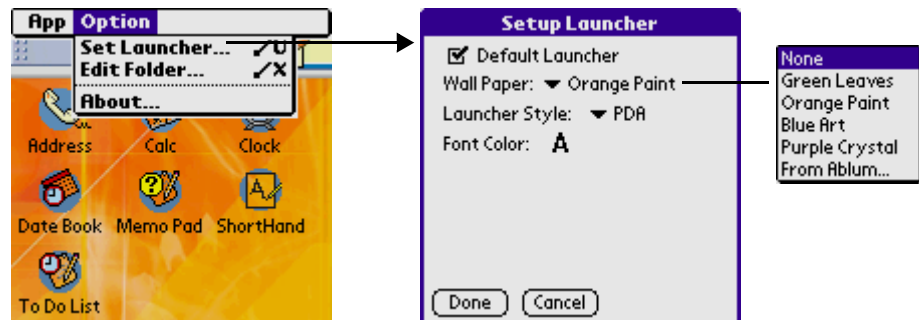


4. Tap Done.



Changing wallpaper


1. When using the GSLauncher, tap the Menu icon .
2. Select Set Launcher from the Option menu.
3. Tap the Wallpaper pick list and select your favorite wallpaper.

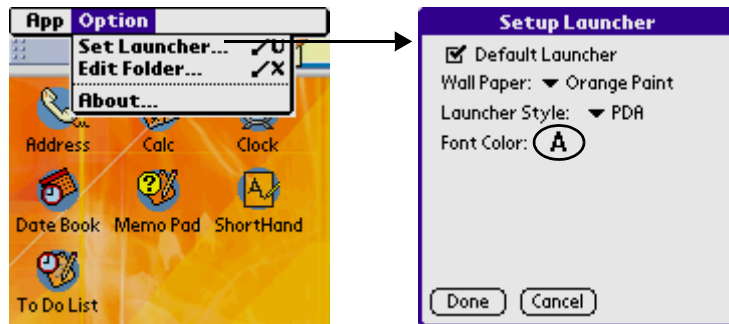


TIP: If you can't find any suitable wallpaper in the list, tap From Album to select a photo from PhotoAlbum and set it as your wallpaper.

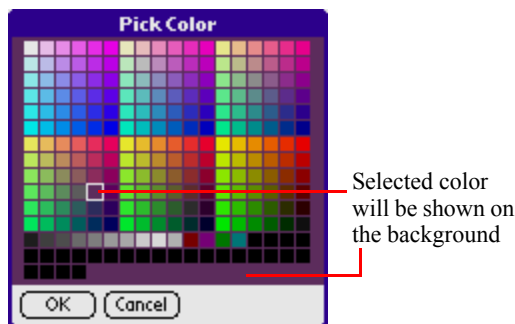
4. Tap Done.

Changing font color

1. When using the GSLauncher, tap the Menu icon .
2. Select Set Launcher from the Option menu.
3. Tap the "A" symbol at Font Color field to display Pick Color screen.

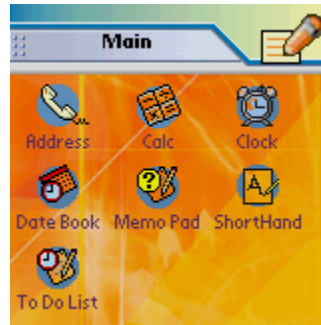


4. Select a favorite color from the Pick Color screen.



5. Tap OK.

6. Tap Done.



Now you see the font color is changed to the color you've just selected.

Managing categories

The category feature enables you to manage the applications shown onscreen in the Applications Launcher. You can assign applications to different categories and then display application as per categories. As default, your handheld includes system categories, such as All and Unfiled; and user-defined categories, such as Games, Main, and System. You can not modify the system categories, but you can rename and delete the user-defined categories. In addition, you can create your own user-defined categories. Up to 15 user-defined categories can be created.

To rename, create and delete a category

1. In the application list screen, tap the Menu icon.
2. Select Edit Folder from the Option menu.

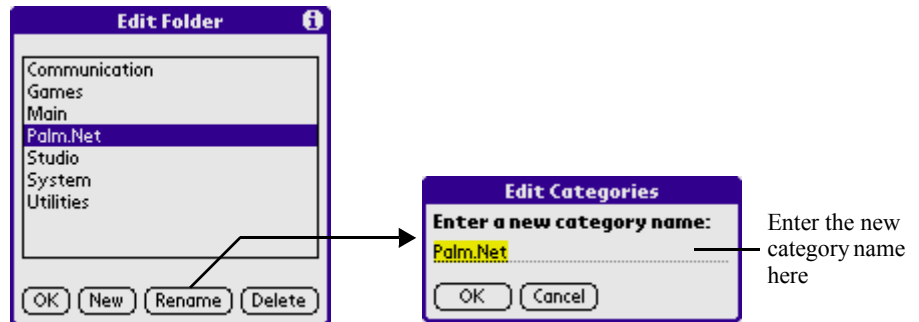


Tap this to select a category to be renamed

3. Tap Edit

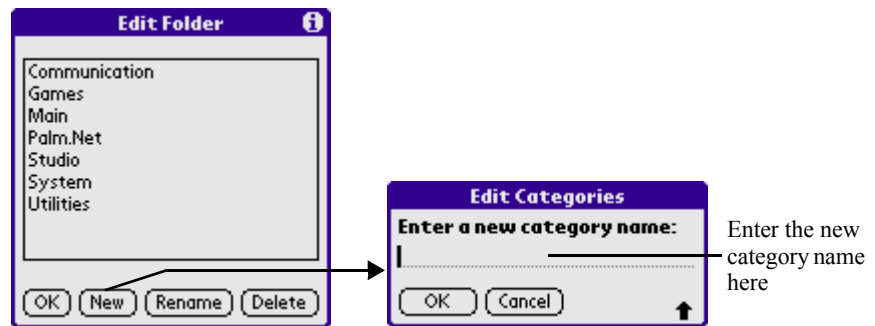
4. You can:

- Select a category and tap Rename to rename the selected category.



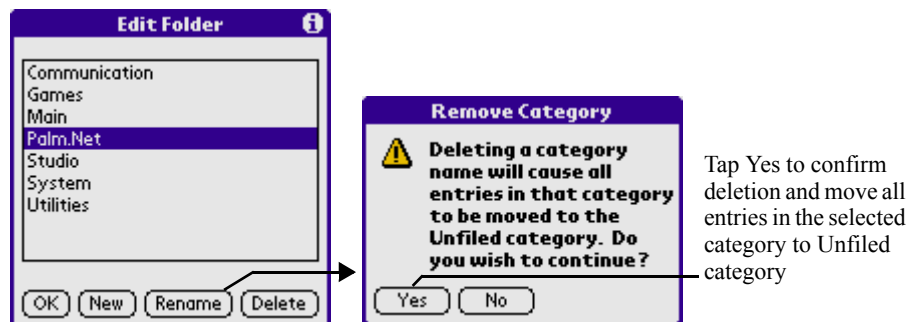
Rename category name and tap OK.

- Tap New to create a new category



Enter a new category name and tap OK.

- Select a category and tap Delete.



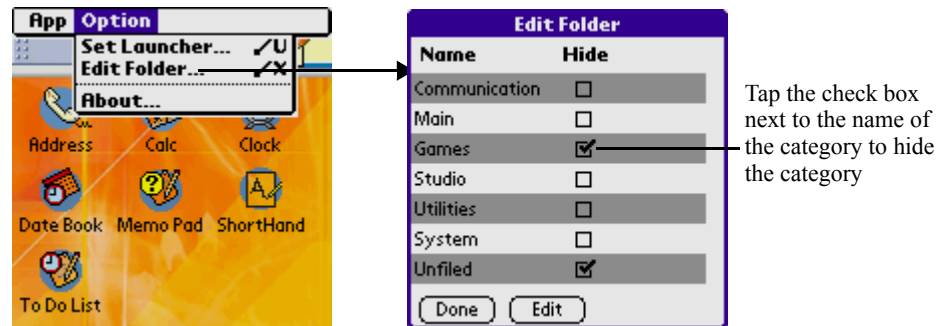
Tap Yes to delete the selected category.

NOTE: All entries in the selected category will be moved to Unfiled category after deletion.

5. Tap OK.
6. Tap Done.

To hide categories from the Applications Launcher

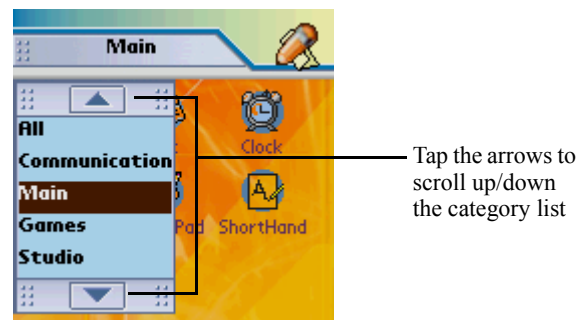
1. In the application list screen, tap the Menu icon.
2. Select Edit Folder from the Option menu.



3. Select the categories you want to hide.
4. Tap Done.

Toggling among categories in GSLauncher

1. Tap the category tab on the top of the screen.
2. Tap the arrows to scroll up/down the category list and select one to view applications within.





To return to standard Palm Applications Launcher

- 1. If GSLauncher is currently in use, tap the Home icon.**
- 2. Tap the Menu icon and select Exist GSLauncher from the App pull-down menu.**

Using the Shorthand application

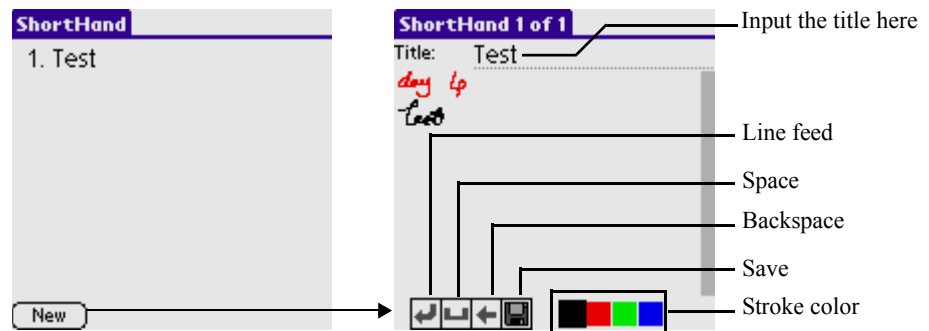
The Shorthand application enables you to save shorthand notes in graphical format. Directly write on the display with your stylus, when you lift the stylus off the display, the drawing or the word will be shown on the top of the screen.


To open Shorthand:

1. Tap the Home icon .
2. Select Main from the pick list in the upper left corner.
3. Tap the Shorthand application icon .

To create a new record:

1. Tap New.



2. Directly write on the display with your stylus.
You can elect a color for strokes from the color box.
3. Tap  to save.

10

Enjoying with Game Applications

Besides all the powerful tools used to organize your business and personal life, we've also preset 5 thrilling and fantastic games in your Smartphone.

And you can find more games from the bundled CD-ROM.

Your Smartphone includes the following game applications:

- Bejeweled- a gem-sWAPping puzzle game.
- Big Money - a crazy game of coin collecting fun from the same stable as the award winning Bejeweled.
- Insanquarium - feed the fish and fight aliens in this new action game
- Megabowling - a game which is similar to bowling, one of the most popular and classical games! It enable you to enjoy the true physical laws when throwing the ball or just rest, while checking keenness of your vision and excellence of your response.
- Zap!2000 - Zap!2000 brings to your Smartphone all the best features you could want in a shoot-em-up game.

For instructions, please refer to the online help respectively.

11

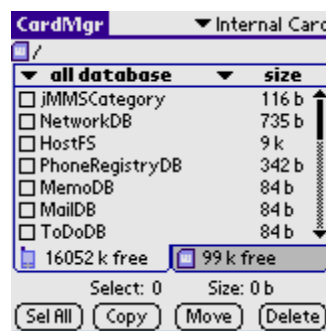
Working with Utility Applications

Using Card Manager

You can use this application to manage records, configuration profiles, application files and application data stored in the internal memory card in your Smartphone or in an external card (like SD card). And you can check your Smartphone's memory usage here.

To open the Card Manager application:

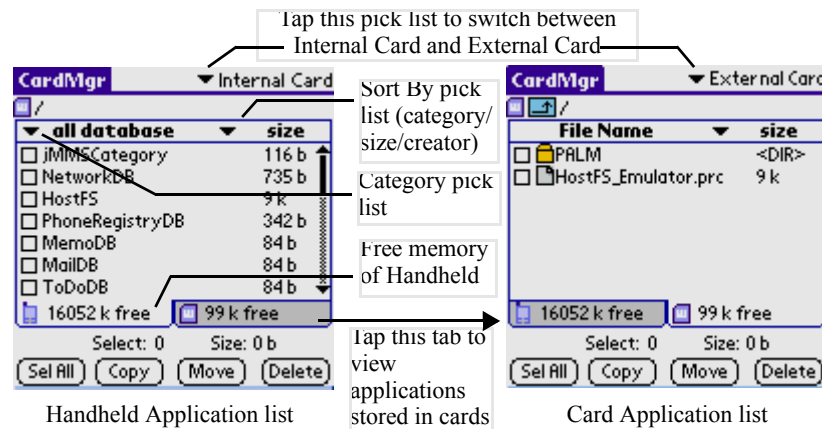
1. Tap the Home icon and select Utilities from the pick list in the upper right corner of the screen.
2. Tap the Card Manager icon .



NOTE: Card Manager will search for all existing applications when started, it will take you a few seconds.

Browsing files

Select Internal or External Card from the pick list in the upper right corner to browse data at respective location.



- Tap the tabs at the bottom of the list screen to switch between Handheld Application List and Card Application List.
- In the upper left corner of the list screen, tap the category pick list to toggle among different categories of files.
- Tap the Sort By pick list and select to sort the file list by size, type or creator.

Copying files

You can copy files from internal card to external card or from external card to internal card.

1. **Select the file you want to copy.**
 - Select desired file by tapping on the file name in the file list
 - Tap Sel All below the file list to select all the files in the current list.

TIP: Uncheck the check box to deselect a file. To deselect all files, tap Clr All below the file list.

2. **Tap Copy. If prompted, tap Yes to confirm.**

3. **Tap OK, a dialog box will appear showing the status of transmit; if duplicates found, a dialog box will prompt you whether to overwrite it or not.**

Moving files

You can move (cut) files from your internal card to external card or move (cut) files from external card to internal card.

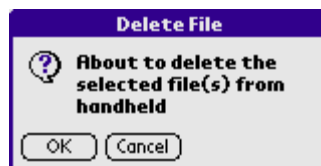
1. **Select the file you want to move.**
 - Select desired file by tapping on the file name in the file list
 - Tap Sel All below the file list to select all the files in the current list.
2. **Tap Move. If prompted, tap Yes to confirm.**
3. **Tap OK, a dialog box will appear showing the status of moving; if duplicates found, a dialog box will prompt you whether to overwrite it or not.**

NOTE: If the selected file is a system file like Currency, a dialog box will warn you “can not move files”.

Deleting files

Delete applications in handheld or in external card.


1. **Select the file you want to delete.**
 - Select desired file by tapping on the file name from the file list
 - Tap Sel All below the file list to select all the files in the current list.
2. **Tap Delete. If prompted, tap OK to confirm.**

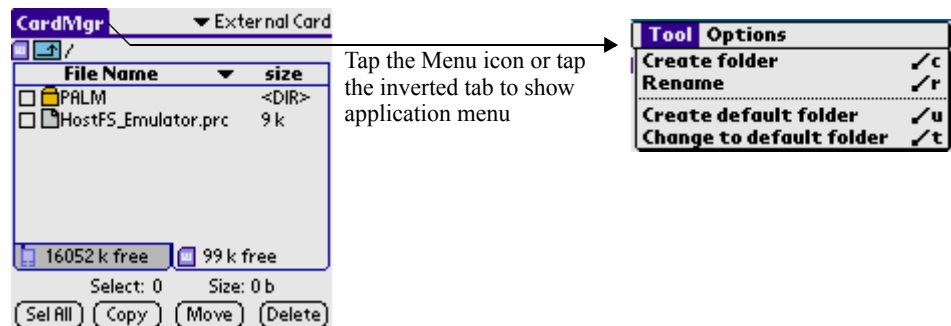


NOTE: If the selected file is a system file, such as Currency, a dialog box will warn you “can not delete files”.

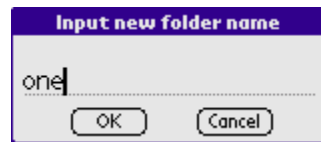
Creating folders

You can create new folders in external card.

1. Select **External Card** from the pick list in the upper right corner (can not create folders in internal card).
2. Tap the Menu icon .




3. Select **Create folder** from the Tool menu.
4. Enter the folder name in the dialog box.

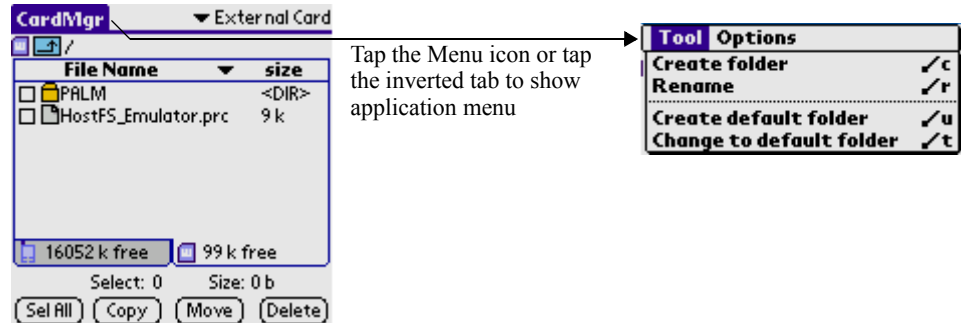


5. Tap **OK**.

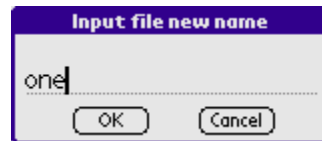
Renaming files

You can rename files in external card (can not rename files in internal card).

1. Select **External Card** from the pick list in the upper right corner.
2. Select the file you want to rename.
3. Tap the Menu icon .



4. Select Rename from the Tool menu.



5. Enter the new file name.
6. Tap OK.

Dictionaries

Your Smartphone exclusively includes 2 powerful but easy-to-use dictionaries.

English-Chinese Dictionary

To look for Chinese explanation for an English word:

1. Tap the Home icon and select Utilities from the pick list in the upper right corner of the screen.
2. Tap the E-C Dict application icon to run.
3. Input the word you want to translate in the Input field, and the dictionary will list out the words in similar spelling.
4. Tap the desired word from the list or directly tap Enter button on the right side of the Input field to enter explanation screen.

Chinese-English Dictionary

To open C-E Dict:

- 1. Tap the Home icon and select Utilities from the pick list in the upper right corner of the screen.**
- 2. Tap the C-E Dict application icon to run.**

For details of using the C-E Dict, please refer to the previous part, “English-Chinese Dictionary”

Using the Shortcut

For quick access to favorite applications, you can create shortcuts for those applications in Shortcut. To enter the list screen of Short. cut, do one of the following:

- Press the Volume +/- button on the left side panel of the unit.
- Tap the Shortcut application icon in Applications Launcher.

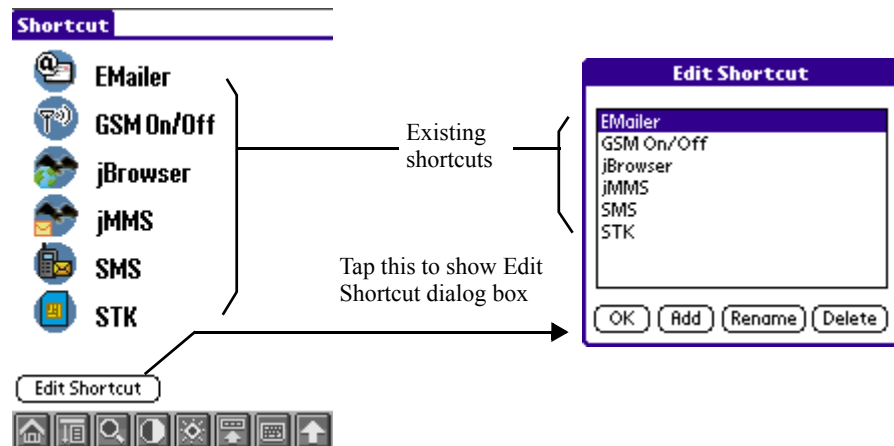
To run applications from Shortcut:

When Shortcut is opened, tap any application directly from the list to run.

TIP: You can store shortcuts in 2 groups, and each group can contain up to 6 shortcuts. To switch between the 2 groups of shortcuts, press Volume +/- button on the left side panel of the unit.

To add a new application to the list of shortcuts:

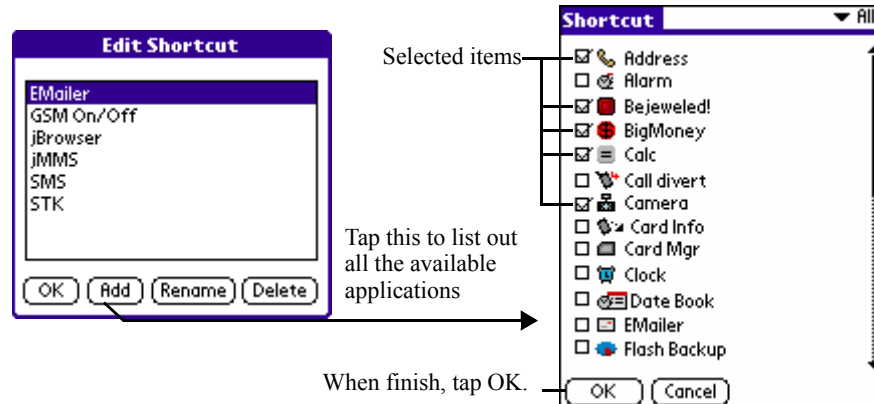
1. **Tap Edit Shortcut on the bottom of the list screen of Shortcut.**



By default, only SMS, MMS, jBrowser, EMailer, SKT and GSM On/Off application are listed in Shortcut.

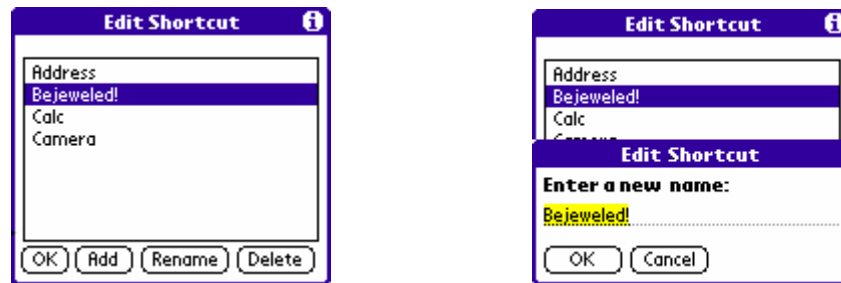
2. **Tap Add in the Edit Shortcut dialog box.**

3. Select desired applications by tapping the checkboxes left to them and tap OK.



To rename a shortcut:

1. Tap Edit Shortcut on the bottom of the list screen of Shortcut.
2. Select a shortcut and tap Rename in the Edit Shortcut dialog box.



3. Input the new name for the shortcut and tap OK.

To remove a shortcut:

1. Tap Edit Shortcut on the bottom of the list screen of Shortcut.
2. Select a shortcut and tap Remove in the Edit Shortcut dialog box.

12

Working with System Applications

Your Smartphone includes the following utility system applications:

- Preference
- Security
- Card Info
- Flash Backup Manager
- GSM On/Off

Customizing your Smartphone



You can customize your Smartphone in the following ways:

- Display personal information such as your name and address
- Display the current date and time, and different date and time formats for other countries and time zones
- Choose how long your Smartphone stays on before shutting down to save the battery
- Control the sound volume
- Allow your Smartphone to automatically receive any data beamed to it
- Configure networking parameters.

To open the Preferences application:

You set preferences to customize your device.

To enter the Preferences screen:

1. Tap the Home icon .
2. Select All or System from the pick list in the upper right corner of the screen.
3. Tap the Prefs icon .

Owner Preferences

Owner preferences let you record a name, company name, phone number, or any other information you want to include on your Smartphone.

If you use the Security application to turn off and lock your Smartphone with a password, information that you enter in the Owner Preferences appears the next time you turn on your Smartphone.

To change owner preferences on your Smartphone:

1. From the Preferences screen, tap Owner from the pick list in the upper right corner.
2. On the Owner Preferences screen, enter the text you want to associate with your Smartphone. If you enter more text than can fit on one

screen, a scroll bar appears at the right side of the screen.

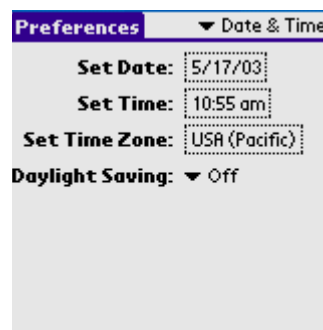
NOTE: If you have assigned a password to your device using the Security application, you must unlock the Owner Preferences screen to change the information on it.

To unlock the Owner Preferences screen:

1. **Display the Owner Preferences screen.**
2. **Tap Unlock.** The Unlock Message dialog box appears.
3. **Enter your current password (the one you entered in the Security application), then tap OK.**
4. **Edit the Owner Preferences text as desired.**

Date & Time Preferences

The Date & Time Preferences screen lets you set the date, time, and time zone for your device.



To set the date:

1. **From the Preferences screen, tap Date & Time from the pick list in the upper right corner.**
2. **On the Date & Time screen, tap the Set Date box; then tap the arrow at the top of the Set Date Screen to select the current year.**
3. **Tap the month; then tap the current date.**

The screen closes and the dates you selected are displayed in the Set Date box.

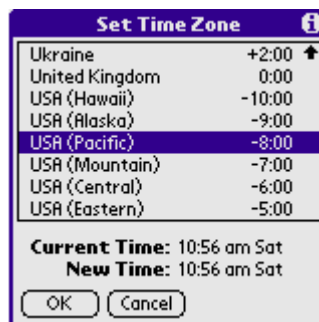
To set the time:

1. On the Date & Time screen, tap the Set Time box; then tap the up or down arrow to change the hour.
2. Tap each minute number, and then tap an arrow to change the number.
3. If available, tap AM or PM.
4. Tap OK to set the new time and return to the Date & Time screen.

NOTE: To display time based on a 24-hour clock, change the time format. See “[Formatting the date, time, and numbers](#)” later in this chapter.

To set the time zone:

1. On the Date & Time screen, tap the Set Time Zone box.
2. Use the up and down arrows to scroll to your country and time zone. The hardware scroll buttons can be used to page by page.
3. Make sure your time zone is highlighted, then tap OK.



TIP: Choose the time zone from the list that corresponds to where you are. When you travel, use this dialog to change time zones. If you're not sure what time zone you are in, find out what time it is, and select the time zone which shows the current new time.

Do not use the time zone dialog to switch between daylight saving time and standard time. Use the Daylight Saving pick list.

The screen closes and the time zone you selected is displayed in the Date & Time screen.

To set daylight saving time:

- On the Date & Time screen, tap on the Daylight Saving pick list to toggle this feature on or off.

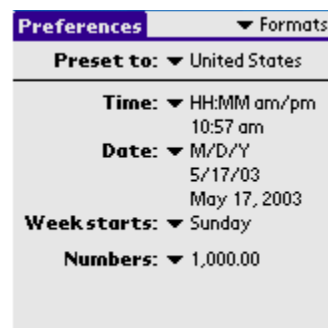
Formats Preferences

The Formats Preferences screen lets you choose a default country for your device and also lets you set defaults for times, dates, and number formats. When selecting a country and time, date, and number formats, keep the following in mind:

- When you select a country, the time, date, and number formats as well as the week's starting day are adjusted. For example, in Germany, time often is expressed using a 24-hour clock and the starting day of the week is Monday; in the United States, however, time is expressed using a 12-hour clock with an AM or PM suffix and the starting day of the week is Sunday. You can customize your own settings.
- The Time setting defines the format for the time of day, which appears in all applications on your Smartphone.

To choose a country as default:

1. Tap the Home icon; then tap the Prefs icon.
2. In the pick list in the upper right corner, tap Formats.
3. Tap the Preset To pick list, and tap a country name.



To change the format of the time, date, week start, and numbers:

- 1. In the Formats Preferences screen, tap the Time pick list and select a format, where *H* is hour and *M* is minute.**
- 2. Tap the Date pick list and select a format, where *D* is day, *M* is month, and *Y* is year.**
- 3. Tap the Week starts pick list, and select whether you want the first day of the week to be Sunday or Monday.**
 - This setting controls the Day, Week, Month, and Agenda views in Date Book and all other aspects of your Smartphone that display a calendar.
- 4. Tap the Numbers pick list, and select formats for the decimal point and thousands separator.**

General Preferences

In this screen, you can set the sounds and volumes, Auto-Off feature, and Beam Receive feature.

Setting the auto-off delay time:

You can set when your Smartphone automatically shuts off. Your Smartphone automatically turns off the power and backlight after a period of inactivity, to conserve battery power. If you find that your Smartphone shuts itself off before you finish reviewing the information on the screen, you can increase the automatic shutoff setting.

To set the auto shutoff interval:

- 1. Tap the Home icon; then tap the Prefs icon.**
- 2. In the pick list in the upper right corner, tap General.**
- 3. In the General Preferences screen, change the auto-shutoff time by tapping the Auto-off After pick list. Tap an option—30 seconds, 1 minute, 2 minutes, or 3 minutes.**

Setting the sounds and volumes

You can control the sound for system alerts, alarms, and games using the General Preferences screen.

To set the sounds:

- 1. Tap the Home icon; then tap the Prefs icon.**
- 2. In the pick list in the upper right corner, tap General.**
- 3. To set sounds and volumes, tap the System, Alarm, or Game Sound pick list, and select the sound level—Off, Low, Medium, or High.**
 - Turning off the System Sound also turns off the chime tones used during HotSync operations.

NOTE: The Game Sound setting typically works only with newer games that are programmed to respond to it.

Setting Beam Receive Feature

You can choose to turn off the Beam Receive feature. This prohibits anyone from beaming information to your handheld. It also results in a slight saving of battery power.

To change the Beam Receive setting:

- In the General preferences screen, tap the Beam Receive pick list and select On or Off.

Buttons preferences

The Buttons preferences screen enables you to associate different applications with the buttons on the front panel of your Smartphone. For example, if you find that you seldom use the Camera and often use Mail, you can assign the Camera button to start the Mail application.

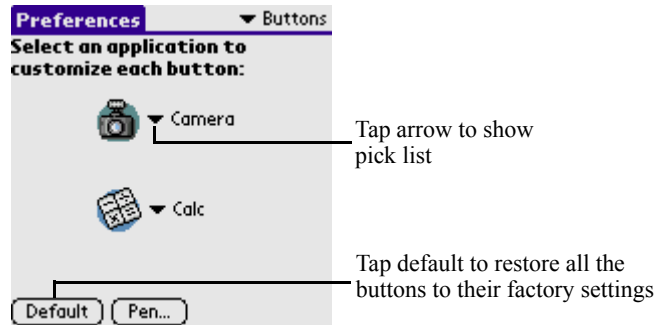
You can also change whether the full-screen pen stroke activates the Graffiti 2 Help application or one of your controls using Buttons preferences.

Any changes you make in the Buttons Preferences screen become effective immediately; you do not have to change to a different screen or application.

If you assign a different application to button, you can still access the original application using the Applications Launcher.

To Change the Buttons preferences:

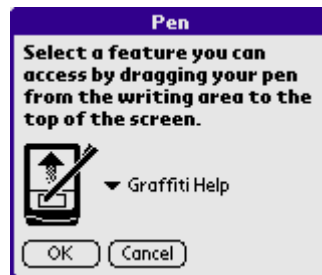
1. Tap the Home icon; then tap the Prefs icon.
2. In the pick list in the upper right corner, tap Buttons.



3. Tap the pick list next to the button you want to reassign.
4. Select the application that you want to assign to the button.

To change what the full-screen pen stroke activates:

1. In Buttons preferences screen, tap Pen on the bottom of the screen.
2. Tap the pick list, and tap one of the following settings for the full-screen pen stroke:



- Backlight turns on the backlight of your Smartphone.
- Keyboard opens the onscreen keyboard for entering text characters.
- Graffiti 2 Help opens a series of screens that show the complete Graffiti 2 character set.
- Turn Off & Lock turns off and locks the Smartphone. You must assign a password to lock the Smartphone. When locked, you need to enter the password to use your Smartphone.

- Beam Data beams the current record to other IR enabled devices.

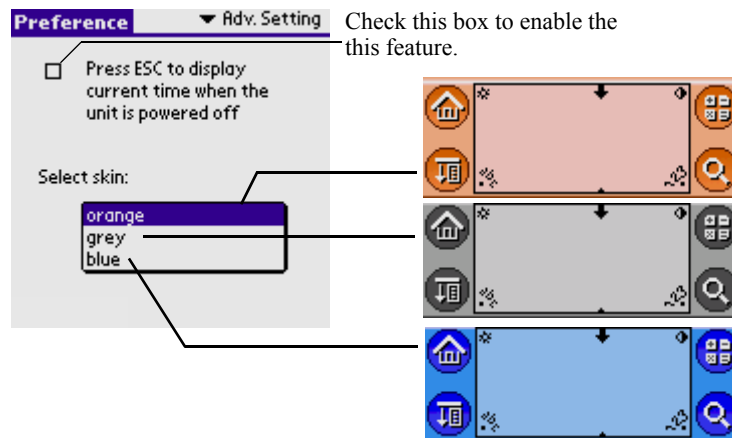
3. Tap OK.

Adv.Setting Preferences

You can select different skin color for the system appearance here.

To set the skin color:

1. Tap the Home icon; then tap the Prefs icon.
2. In the pick list in the upper right corner, tap Adv.Setting.
3. Tap the pick list in the lower part of the screen to select a desired skin color.

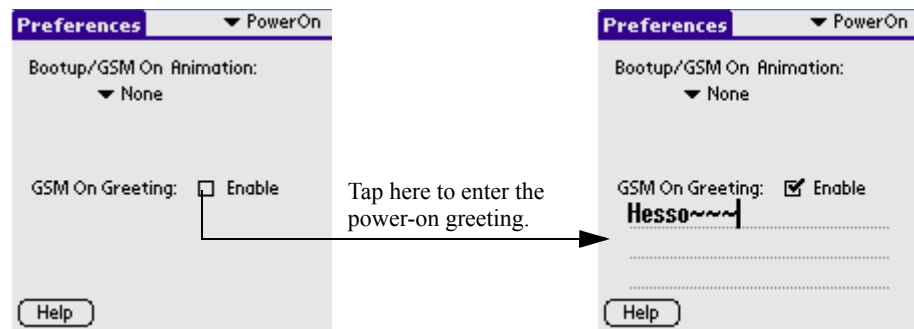


To display time while the unit is off

1. Tap the Home icon and select System from the pick list in the upper right corner.
2. Tap the Prefs icon and select Adv.Setting from the pick list in the upper right corner.
3. From the Adv.Setting screen, check the checkbox in the upper part the screen to enable this feature.

PowerOn Preferences

1. Tap the Home icon and select System from the pick list in the upper right corner.
2. Tap the Prefs icon and select PowerOn from the pick list in the upper right corner.



Graffiti 2 Preferences

The Graffiti 2 tuner provides alternate strokes for making the T, P, Y, and S characters. For example, you may want to write the letter “T” by using strokes similar to a space and an “L”. But if this technique is difficult to control, you can turn off this option. For details, please refer to “Using the Graffiti 2 Tuner” in Chapter 4, “Entering Data in Your Smartphone”.

GSM/GPRS Preferences

You can set your ringtone profile, SMS/EMS, MMS, WAP Browser and Email configuration profiles here.

To open GSM/GPRS preferences screen:

1. Tap the Home icon and select System from the pick list in the upper right corner.
2. Tap the Prefs icon and Select GSM/GPRS from the pick list in the upper right corner.

To set ringtone profile

1. In GSM/GPRS screen, tap Profile from the pick list in the upper right corner.
2. Tap Profile pick list to select a profile which suits the environment you're currently situated in.
3. Tap "Incoming type" pick list to switch between Call and Message types. You can specify settings for each type separately.
4. Tap Alert pick list to define the way your phone alerts you when there's an incoming call or message.
5. Tap Melody box to select a melody as the ringtone.
6. Drag the slider leftward/rightward to increase/decrease ringtone volume.



To set SMS/EMS

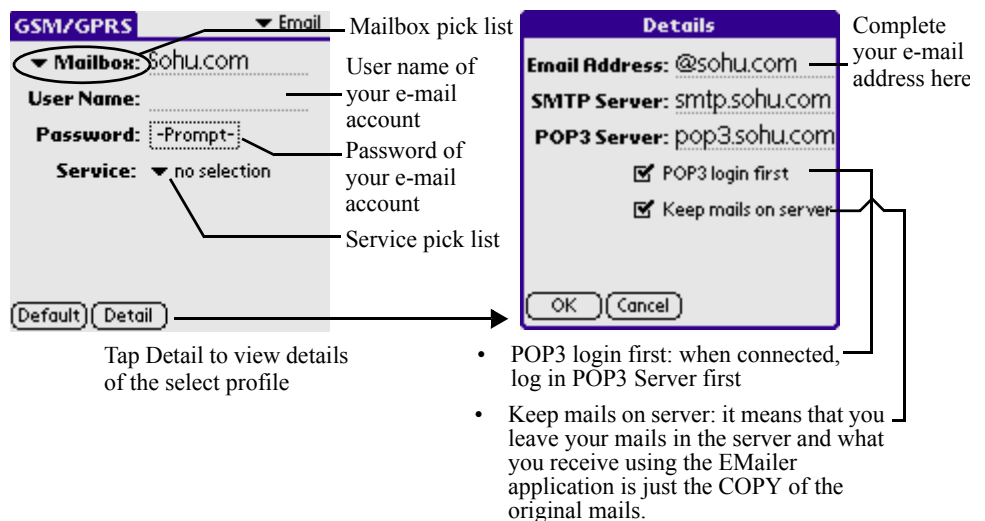
1. In GSM/GPRS screen, tap SMS/EMS from the pick list in the upper right corner.



- Warn Over: You'll get a warning if the content of the outgoing message exceeds 1 or more parts (customizable). Tap the pick list to specify the number.
- Expires: Set a period of time for which the message can be retained in the message folder before you send it out. Tap the pick list to specify the period.
- Message Center
 - Auto: Before sending text messages, you must input the number of the message service centre, which you can get from your service provider. If your SIM card contains the number to the service centre, it can be recognized once the SIM card is inserted.
 - Custom: If your SIM card does not contain the number to the message service centre, you must specify the number yourself.

To set Email

1. In GSM/GPRS screen, tap **Email** from the pick list in the upper right corner.
2. Select your e-mail service provider from the **Mailbox** pick list:
 - Select your service provider and tap **Detail** to show Details screen. In Details screen, you can see all the settings are preset, you only need to complete your e-mail address at the Email Address line.

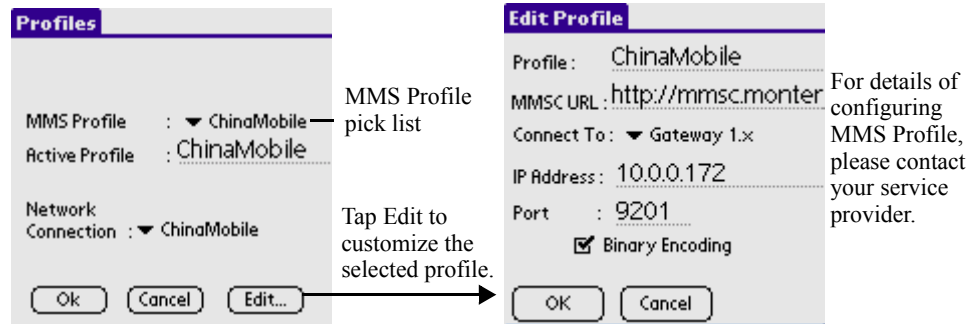


- If your service provider is not in the list, you can select any empty profile titled Profile6, Profile7 or Profile8, and then tap Details to enter your email address, and specify the SMTP Server and POP3 Server (provided by your e-mail service provider).
- 3. Enter your user name and password.**
 - If you enter your password, you'll login to the server without being prompted for a password.
 - If you leave it blank, you'll be prompted for a password every time you send or receive e-mail.
 - 4. Select a connection service (your network operator) from the Service pick list.**

Tap Default to reset to default values.

To set jMMS

- 1. In GSM/GPRS screen, tap jMMS from the pick list in the upper right corner.**
- 2. Select a profile from the MMS Profile pick list.**



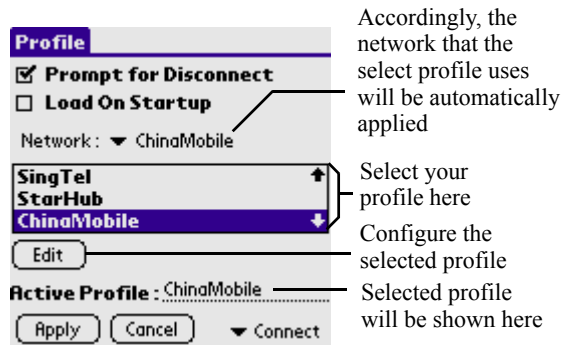
If you're not sure whether the selected profile suits you, tap Edit to view its detailed information and make necessary changes.

For details of configuring MMS Profile, please contact your service provider.

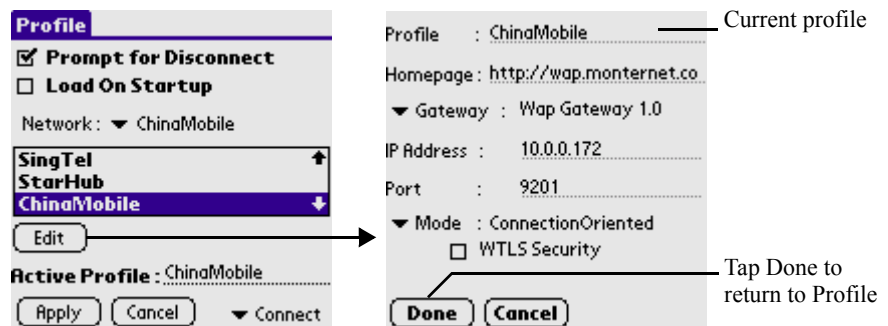
- 3. Tap Network Connection pick list to select your network operator.**

To set jBrowser

1. In GSM/GPRS screen, tap jBrowser from the pick list in the upper right corner.
2. Select a profile from the list in the middle of the screen.



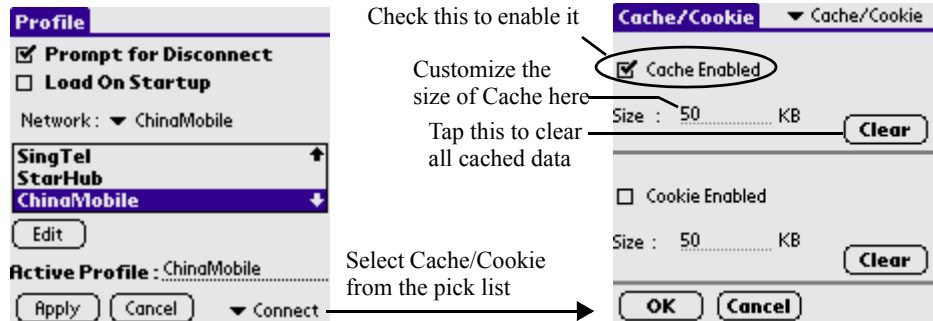
3. Tap Edit to configure the selected profile.



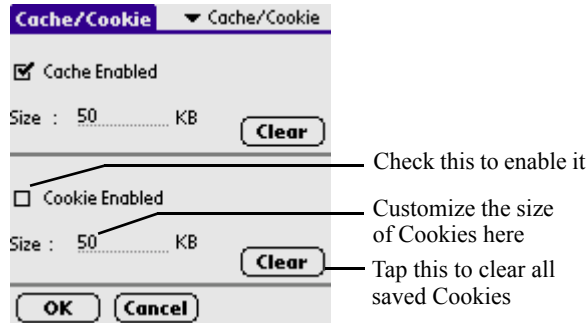
- Homepage: Enter the URL of WML page that you wish to have as your homepage.
- Gateway/IP Address/Port: Please inquire your service provider.
- Mode: Select ConnectionLess or ConnectionOriented. Selecting ConnectionLess enables temporary data communication, while ConnectionOriented is of continuous data communication.

NOTE: Port number should be 9201 for Connection Oriented connection and 9200 for Connection Less connection. If WTLS enabled version of gateway is being used, then port 9203 can be used.

- WTLS Security: Check this option to enable data encryption. If checked, Authentication type need to be specified. Authentication type can be set to either Anon (anonymous) or Auth (authenticated), depending on the configuration of your dial-in server.
 - Tap Done to return.
4. **Select Cache/Cookie from the pick list in the lower right corner of the Profile setting screen.**
- Check Cache Enabled option to enable it.
Browsed pages can be cached for future viewing. Fetching pages from the cache loads the page faster.



- Check Cookie Enabled option to enable it.
Some WAP sites store information in a small text file, called a “cookie”. Cookies usually contain information about you and your preferences for that WAP site. A site can use this information to customize the pages you see the next time you visit.
Allowing a WAP site to create a cookie does not give the site access to the rest of your handheld. A cookie only stores the information you provide while visiting the WAP site.



5. Then tap **OK** to return to **Profile setting** screen.
6. Tap **Apply** to save changes.

Connection preferences

The Connection Preferences screen allows you to create configurations for communicating with a PC, modem, or GSM mobile phone. Configurations, or profiles, once activated are available to various end-user applications running on the Smartphone. The Connection Preferences screen displays a list of available configurations that can be modified to reflect the required settings. This list will vary depending on the software you have added to your Smartphone.

You can also create custom configurations, which include the following:

Cradle/Cable	This connection type defines the direct cradle/cable connection between your organizer and your desktop computer. It is used when performing a local HotSync. Your Smartphone is connected by its universal port to the cradle of HotSync cable. The cradle/cable is attached to a serial (COM) port on your desktop computer.
Standard Modem	This connection type defines a connection between a modem attached to your Smartphone and a modem attached to a serial (COM) port on your PC.

IR to a PC/Handheld	This connection type defines a connection between the IR port of your Smartphone and the infrared device of your computer or handheld device.
Default Phone Connection	Use you Smartphone directly connect to GSM network.
Infrared to GSM Phone	This connection type defines a connection between the IR port of your Smartphone and an infrared-enabled GSM mobile phone.
Serial to GSM Phone	This connection type defines a connection between the serial port of your Smartphone and a GSM mobile phone, using a special cable designed to match your phone.

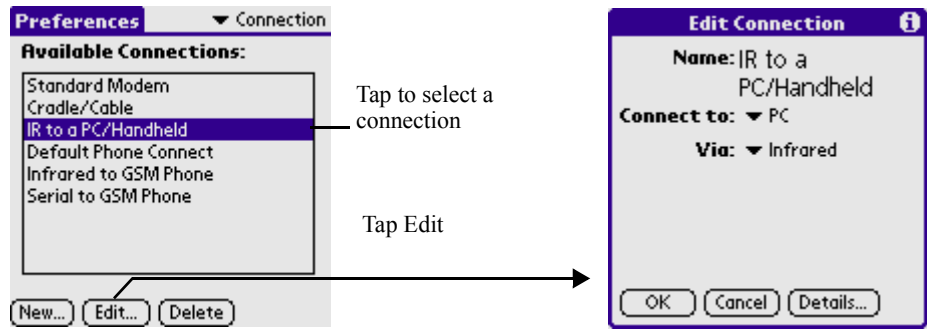
To open Connection preferences screen:

- 1. Tap the Home icon and select System from the pick list in the upper right corner.**
- 2. Tap the Prefs icon and Select Connection from the pick list in the upper right corner.**

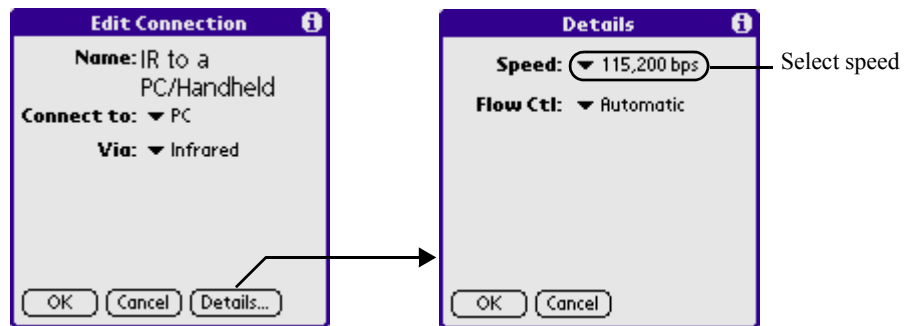
To edit IR to a PC/Handheld connection

The following example shows you how to edit the IR to a PC/Handheld connection to adjust the communication speed; you can similarly edit other connections or settings or create a custom connection. You can use the IR to a PC/Handheld connection to perform a remote IR HotSync operation. To accomplish the HotSync operation, your handheld sends data through its IR port to an IR port in your desktop computer, and synchronize with your desktop application.

1. Tap the IR to a PC/Handheld and tap Edit.



2. Tap Details.



3. Tap the pick list to select appropriate speed

4. Tap OK

5. Tap OK again to save the configuration.

After you create the configuration, you need to set up the HotSync Manager of your Desktop application and the HotSync application of you handheld to perform a modem HotSync operation.

Network preferences

Network preferences settings are for advanced users only. Changing your Network preferences settings affects your Smartphone's ability to operate in a wireless environment.

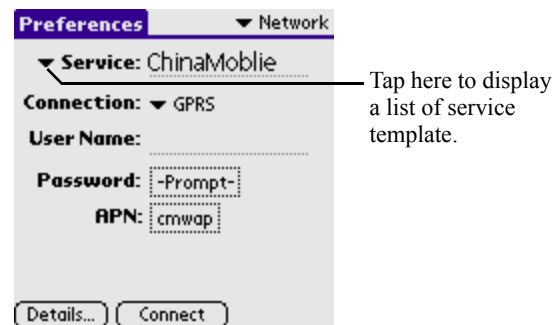
To open Network preferences screen:

1. Tap the Home icon and select System from the pick list in the upper right corner.
2. Tap the Prefs icon and Select Network from the pick list in the upper right corner.

To select a service

Use the Service setting to select the service template for your service provider or for a dial-in server. Service templates are a set of service provider and dial-in server configuration settings that you can create, save and reuse. Also you can create new service template. See “Creating additional service templates” later in this chapter.

1. Tap the Service pick list.

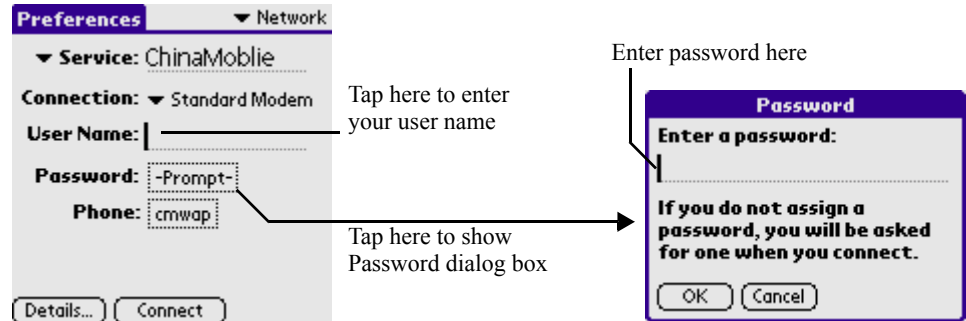


2. Select the predefined service template you want to use.

To enter user name and password

The User Name setting identifies the name you use when you log in to your service provider or your dial-in server. Although this field can contain multiple lines of text, only two lines appear onscreen. The Password box identifies the password you use to log in to your service provider or your dial-in server. Your entry in the Password box determines whether your Smartphone prompts you to enter a password each time you log in to your network.

1. Tap the User Name field to enter your user name.
2. Tap the Password box to enter you password.



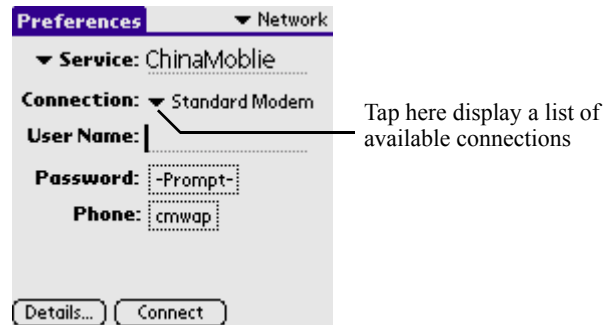
3. Tap Ok

The Password box is updated to display the word “Assigned”.

To Select a connection

Use the Connection setting to select the method you want to use to connect to your service provider or to a dial-in server. See “Connection preferences” previously in this chapter for information about creating and configuring connection settings.

1. Tap the Connection pick list.



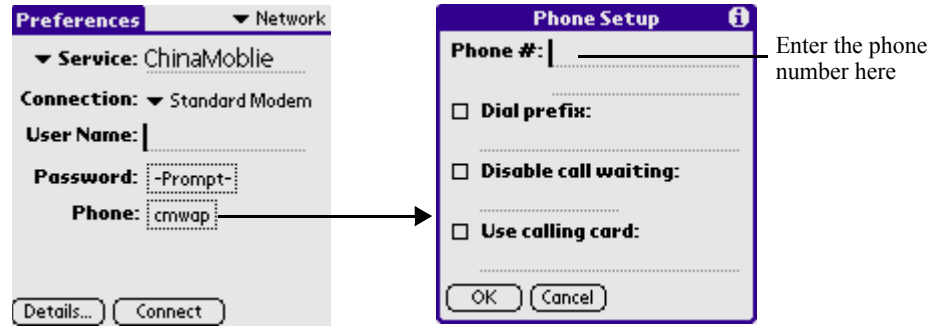
2. Select the connection you want to use.

To add Phone settings

Some services require a telephone number. When you select the Phone field, a dialog box opens in which you define the telephone number you use to connect with your service provider or dial-in server. In addition, you can

define a prefix, disable call waiting, and give special instructions for using a call card.

1. Tap the Phone box.

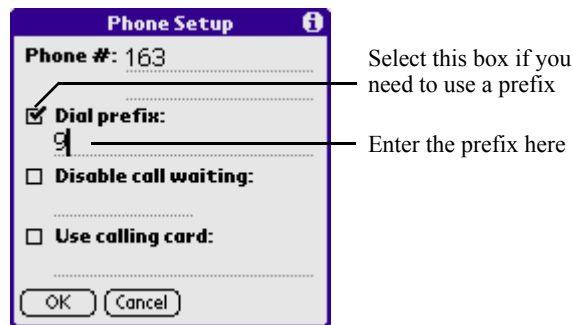


2. Enter the number of your service provider or dial-in server.

3. Enter a prefix if needed.

A prefix is a number that you dial before the telephone number to access an out side line. For example, many offices require you dial “9” before dialing a number outside the building.

1. Tap the Dial prefix checkbox to select it.
2. Enter the prefix.



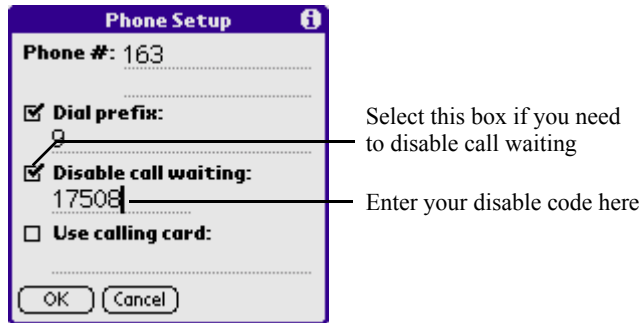
4. Disable call waiting feature if necessary.

Call waiting can cause your session to terminate if you receive a call while you are connected. If your telephone has call waiting, you need to disable this feature before logging in to your service provider or dial-in server.

1. Tap the Disable call waiting box to select it.

2. Enter the code to disable call waiting on the Disable call waiting line.

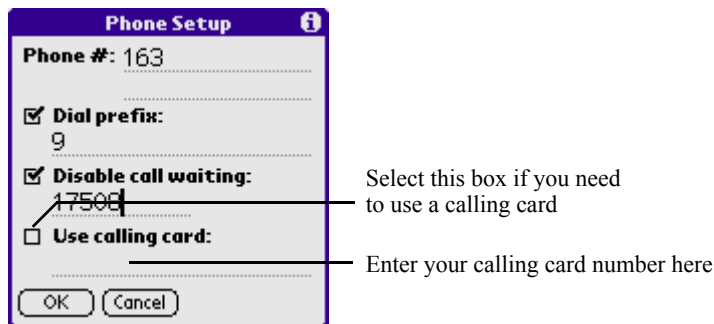
Each telephone company assigns a code to disable call waiting. Contact your local telephone company for the code that is appropriate for you.



5. Tap the Use calling card box if you need to use a calling card.

The Use calling card field enable you to use your calling card when dialing your service provider or Internet server. Keep in mind that there is usually a delay before you enter your calling card number. When you define your calling card number, you need to add commas at the beginning to compensate for this delay. Each comma delays transmission of your calling card number for two seconds.

1. Tap the Use calling card box to select it.
2. Enter your calling card number on the Use calling card line.

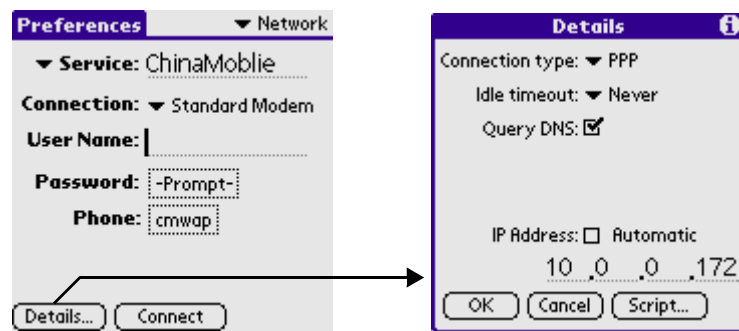


6. Tap OK to save Phone settings and return to Network preferences screen.

To add details to a service template

If you are using one of the predefined service template, you probably need to enter only your user name and telephone number. If you are creating a new service template, you may need to provide additional information to your service provider or dial-in server. You use the Details dialog box to add more information to a selected service template.

In the Network preferences screen, tap Details.



- Idle timeout

The idle time out setting defines how long your handheld waits before dropping the connection with your service provider or dial-in server when you switch out of a TCP/IP application. Tap the pick list to select one of the following options:

- 1 minute: Waits one minute for you to open another application before it drops the connection.
- 2 minutes: Waits two minutes.
- 3 minutes: Waits three minutes.
- Never: Maintains your PPP, SLIP or CSLIP connection until you turn off your Smartphone.

Caution: By enabling this option, you may incur significant charges if the connection to your service provider is left open.

- DNS

The Domain Naming System (DNS) is a mechanism in the Internet for translating the names of host computers into IP address. When

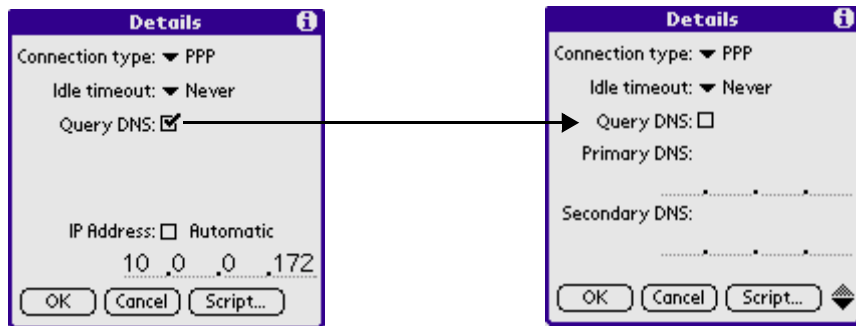
you enter a DNS number (or IP address) you are identifying a specific server that handles that translation services.

Each IP address has four sections, separated by periods. In the Details dialog box, you enter each section separately. Each section of an IP address is made up of a number from 0 to 255; umbers are the only allowable characters in this field.

Ask your service provider or system administrator for the correct primary or secondary DNS IP numbers.

Many systems do not require that you enter a DNS number. If you are not sure, leave the DNS field blank.

1. Tap the Query DNS check box to deselect it.



2. Tap the space to the left of the first period in the Primary DNS field, and then enter the first section of the IP address. Each section must be a number from 0 to 255.
3. Repeat step 2 to complete all the sections of primary DNS and secondary DNS number.

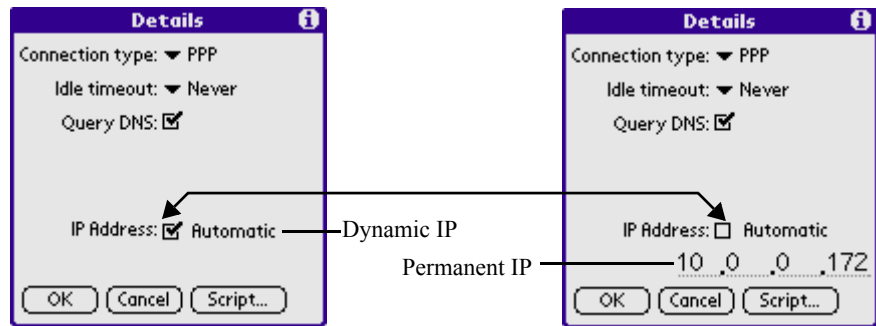
- IP Address

Everyone who logs in to the Internet needs to have a unique identifier (an IP address), whether permanent or temporary. Some networks dynamically assign a temporary IP address when clients

log in. The IP Address field lets you identify whether your network provides automatic (dynamic) temporary IP addressing.

If your IP address is permanently assigned, you need to get that information from your system administrator. If you are not sure, select Automatic.

1. Tap the IP Address checkbox to identify dynamic IP addressing.



2. Tap the IP Address check box to deselect it and display a permanent IP address field below the checkbox.
3. Tap the space to the left of the first period, and then enter the first section of the IP address.
4. Tap OK.

- Script

A login script is a series of commands that automates logging in to a network server - for example, your corporate network or your wireless service provider. A login script is associated with a specific service template created in Network Preferences.

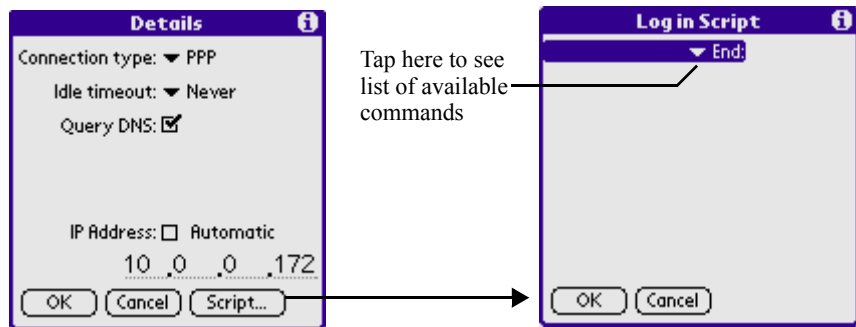
A login script is something that you are likely to receive from your system administrator if your company has a system in which you log in to the corporate servers from your handheld using a modem or network connection. The script is generally prepared by the system administrator and distributed to users who need it. It

automates the events that must take place in order to establish a connection between your handheld and the corporate servers.

You can create login scripts from the Login Script dialog box on your handheld, accessed from the Details dialog box in Network Preferences.

1. Tap the End pick list and select commands from the list to create a login script.

Some commands, such as Send, requires you to supply additional information. Those command have a parameter field so that you can add the necessary data.



2. The following commands are available:

Wait For	Tells your hand held to wait for specific characters from the TCP/IP server before executing the next command.
Wait For Prompt	Detects a challenge-response prompt coming from the server and then displays the dynamically generated challenge value. You then enter the challenge value into your token card, which in turn generated response value for you to enter on your handheld. This command takes two arguments, separated by a vertical bar () on the input line.
Send	Transmits specific characters to the TCP/IP server to which you are connecting.
Send CR	Transmits a carriage return or LF character to the TCP/IP server to which you are connection.

Send User ID	Transmits the user ID information entered in the User ID field of the Network Preferences screen.
Send Password	Transmits the password entered in the Password field of the Network Preferences screen. If you did not enter a password, this command prompts you to enter one. The Password command is usually followed by a Send CR command.
Delay	Tells your handheld to wait a specific number of the seconds before executing the next command in the login script.
Get IP	Reads and IP address and uses it as the IP address for your handheld. This commands used with SLIP connections.
Prompt	Opens a dialog box and prompts you to enter text of some kind (for example, a password or a security code).
End	Identifies the last line in the login script.

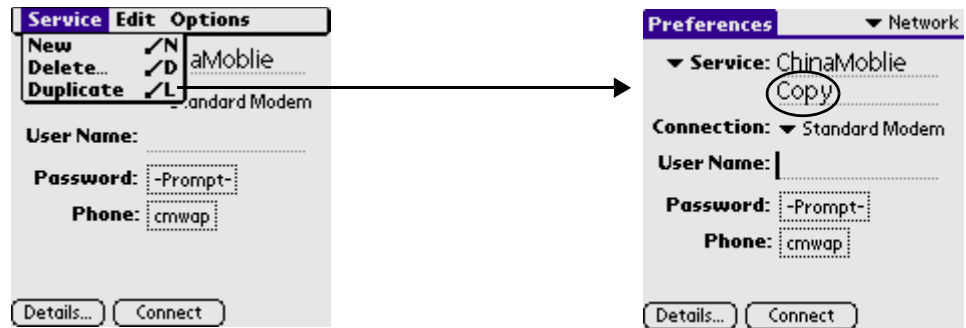
3. Repeat step 1 and 2 until the login script is complete.
4. Tap OK.

To create additional service templates

You can create additional service templates by duplicating existing templates and editing information. After you create a duplicate template, you can add and edit settings.

- 1. In the Network preferences screen, tap the Service pick list.**
- 2. Select the template you want to duplicate.**

3. Tap the Menu icon on the front of you Smartphone and select Duplicate from the Service menu.



A copy of the service template is now added to the Service pick list

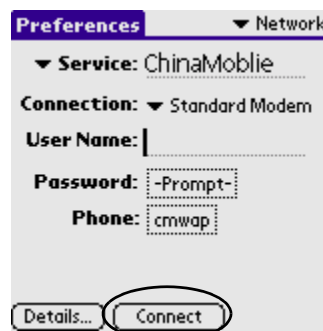
4. Select the duplicated template and modify the template according to your needs.

To delete a service template

1. In the Network preferences screen, tap the Service pick list.
2. Select the template you want to delete.
3. Tap the Menu icon on the front of you Smartphone and select Delete from the Service menu.
4. Tap OK.

To connect to your service

- Tap Connect to dial the current service.



To close a connection

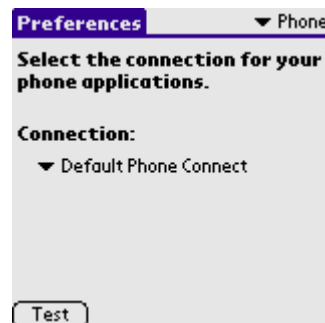
- Tap Disconnect to terminate the connection between your Smartphone and your service.



Phone preferences

Select a connection for your phone applications.

1. Tap the Home icon.
2. Select All or System from the pick list in the upper right corner of the screen.
3. Tap the Prefs icon.
4. In the pick list in the upper right corner, tap Phone.
5. Tap the pick list in the middle of the screen to select a preferred connection.



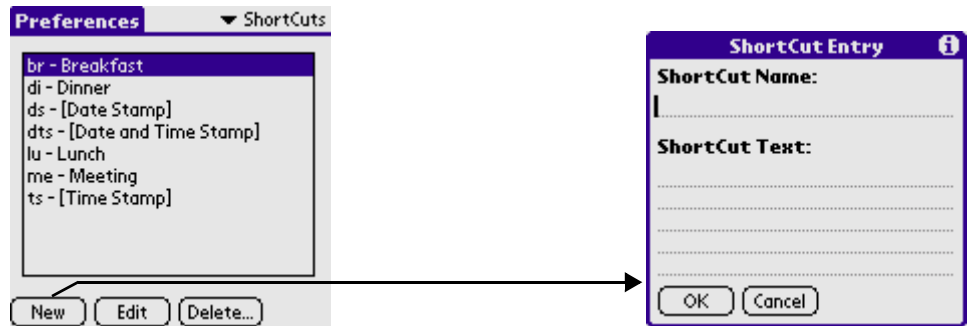
6. Tap Test to test the connection.

Shortcuts Preferences

The Shortcuts preferences screen enables you to define abbreviations for entering text. You can create a Shortcut for any work, letters, or numbers. All Shortcuts you create appear on the list in the Shortcut preferences screen. All the Shortcuts are available in any of your handheld applications and are backed up on your computer when you perform HotSync operation.

To create a new Shortcut

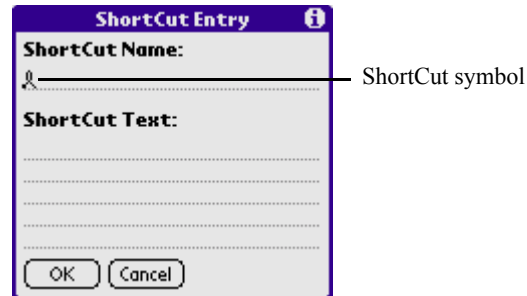
1. Tap **New**.
2. On the Shortcut name line, enter the letters you want use to activate the Shortcut.



3. Tap the ShortCut Text area to enter the text you want to appear when write the ShortCut characters.

TIP: You may want to add a space (space character) after the last word in your ShortCut text. This way, a space automatically follows the ShortCut text.

4. Tap **OK**.
To use a Shortcut, stroke the ShortCut command followed by the ShortCut characters. The ShortCut symbol appears at the insertion point to show that you are in ShortCut mode.



To edit a ShortCut

1. Tap the ShortCut you want to edit.
2. Tap Edit.
3. Make the changes you want.
4. Tap OK.

To delete a ShortCut

1. Tap the ShortCut you want to delete.
2. Tap Delete.
3. Tap Yes.

Digitizer Preferences


The digitizer screen opens the digitizer calibration screen. This is the same screen that appears when you start your handheld for the first time. You can calibrate your screen after a hard reset or your digitizer drifts. For details, please refer to “Starting your phone and calibrating its screen” in Chapter 2, “Introduction to the Smartphone”.

Using Security to protect your private information

Your handheld comes with a security feature so that unauthorized users cannot view the entries you want to protect. Use the security feature to do the following:

- Mask or hide entries you have defined as private. The Mask option displays a gray bar over private records, and the Hide option completely removes (hides) private records.
- Assign a password to viewing options to enhance security. Assigning a password requires you to enter a password before private entries can be viewed; no assigning a password lets you view private entries when you Show Records from the Security dialog box.
- Lock and turn off your Smartphone so that a password must be entered before you can use the device again.
- Hide records that you have defined as private, with or without a password. Without a password, private records are hidden until you set the Security application to display them; with a password, you must enter the password to view the private entries.

To open Security

1. Tap the Home icon and select system from the pick list in the upper right corner.
2. Tap the Security icon .

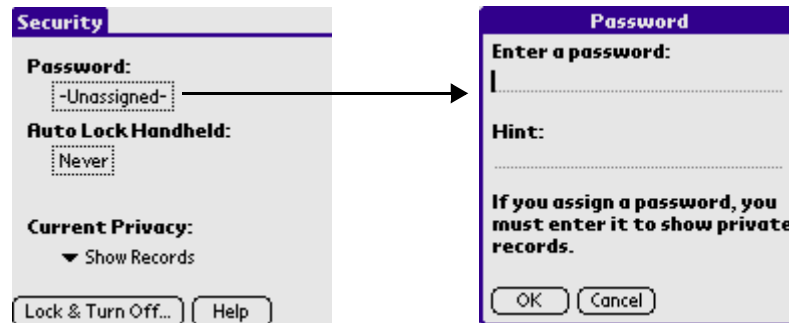
You can mask and hide private records with or without a password. Without a password, private records are hidden or masked until you set the Security preference to show them. With a password, you must enter the password to view the private entries.

Assigning a password

You can assign a password to protect your private records and to lock your handheld. You can mask the password from accidental viewing. To quickly log in, you can also assign a short, quick password that works only at your first login attempt and for a limited amount of time. You can set the amount of time you need to enter the quick password.

To assign a password:

1. Tap the Password box.



2. Enter a password.
3. Enter a hint to help you remember your password if you forget it. This is optional.
4. Tap OK.
5. Enter the same password a second time, and press OK.

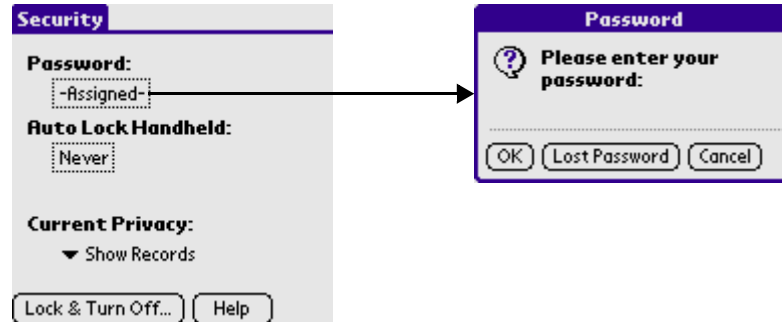
Changing or deleting a password

Once you define a password for your handheld, you can change or delete it at any time. You must enter the current password before you can change or delete it.

To change or delete your password:

1. Tap the Password box.

2. Enter the current password.



3. Tap OK

4. Do one of the following:

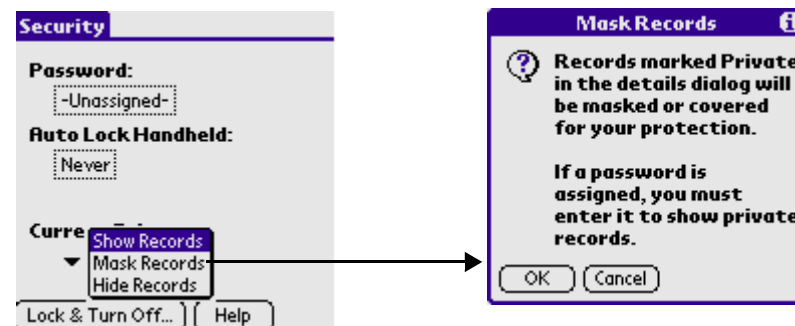
- To change the password or hint, enter the new information, and tap OK.
- To remove the password, tap Unassign.

Masking your private entries

Masking your password entry secures your password against accidental viewing by another person. The password only shows asterisks as you are entering the characters.

To mask private records:

1. In Security preferences screen, tap the Current Privacy pick list, tap Mask Records.
2. Tap OK.



Now, records marked as private are masked with a gray bar.

Locking your handheld

You can lock your handheld so that it cannot be operated until your password is entered. In the event that your handheld is lost or stolen, this helps protect your data from unauthorized use. You can set your handheld to lock automatically, or you can lock it manually.

Locking your handheld automatically

You can set your handheld to lock automatically when any one of the following occurs:

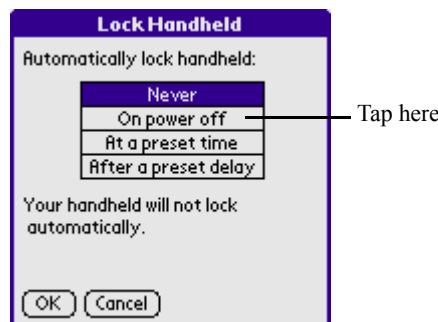
- When you turn off the power
- At a time you specify
- After a period of inactivity you specify.

To set you handheld to lock when you turn it off:

1. Tap the Auto Lock Handheld box.



2. Enter your password.
3. Select On power off.



4. Tap OK.

NOTE: Turn off and then turn on your handheld to enable this change.

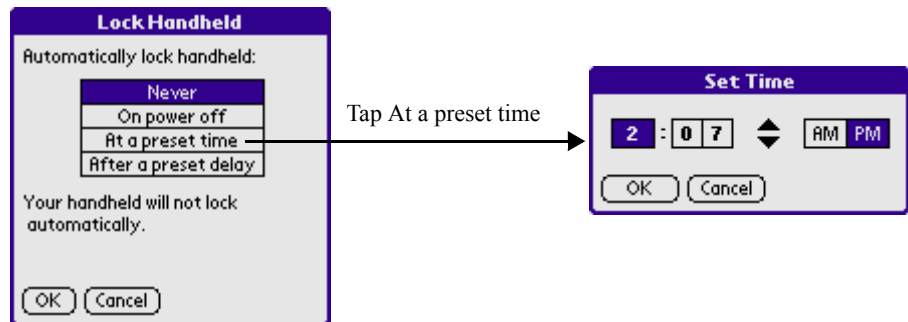
To set your handheld to lock at a preset time

1. Tap the Auto Lock Handheld box.



2. Enter your password.

3. Select Lock at a preset time.



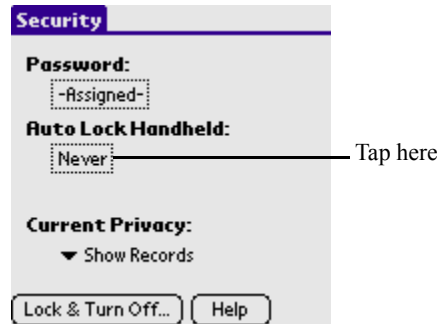
4. Use the arrow to set time

5. Tap OK.

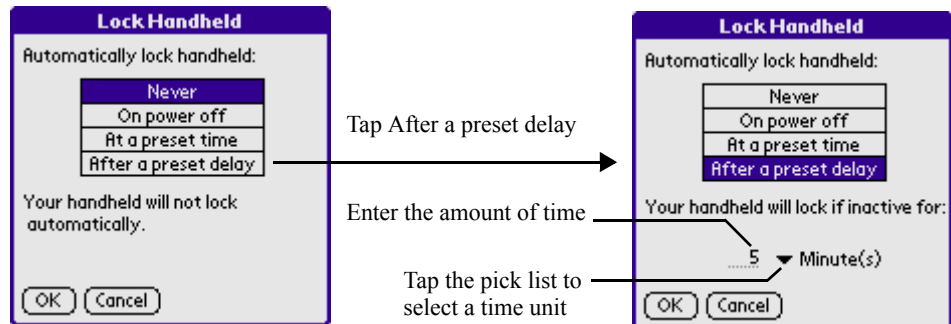
NOTE: Turn off and then turn on your handheld to enable this change.

To set your handheld to lock after a period of inactivity:

1. Tap the Auto Lock Handheld box.



2. Enter your password.
3. Select After a preset delay.



4. Enter the inactive period, and then select Minute(s) or Hour(s) from the pick list.
5. Tap OK.

NOTE: You need to turn off and then turn on your handheld before this change is enabled.

IMPORTANT: If you lock your handheld, you must enter the exact password to reactivate your handheld. If you forget the password, your handheld will present the hint you have entered to help you remember the password. If you still cannot remember the password, you must perform a hard reset to resume using your handheld. Performing a hard reset deletes all the records in your handheld; however, you can restore all synchronized data at the next HotSync operation. See “Performing a hard reset” in Appendix A for more information.

Locking your handheld manually

You can turn off and lock your handheld manually.

To lock and turn off your handheld:

1. Tap Lock & Turn Off.



2. To use your handheld, turn it on and then enter the password.

Recovering from a forgotten password

IMPORTANT: Deleting a forgotten password also deletes all entries and files marked as Private.

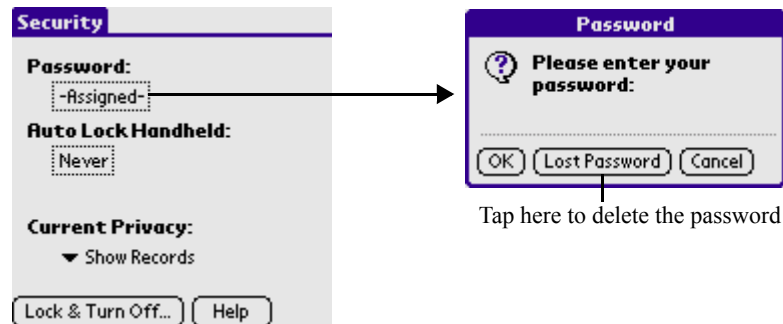
If you are not locked out of your handheld and you forgot your password, your handheld displays a hint, if you entered one, to help you remember the

password. If you are still unable to remember the password, you can delete it from your handheld.

IMPORTANT: If you synchronize with your computer before deleting a forgotten password, your handheld restores your private entries the next time you perform a HotSync operation, but it does not restore the password.

To delete a forgotten password:

1. Tap the Password box.



2. Tap Lost Password.
3. Tap Yes.

Marking records private

In many applications, you can make individual records private. Private records remain visible and accessible, however, until you select the Security setting to hide or mask all private records.

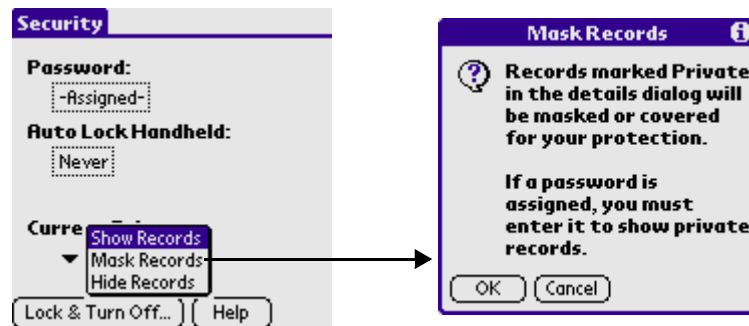
Masked records appear as gray placeholders in the same position they would appear if they were not masked, and are marked with a lock icon.

Hidden records disappear completely from the screen. If you define a password for your handheld, you must enter it to display private records.



To hide all private records:

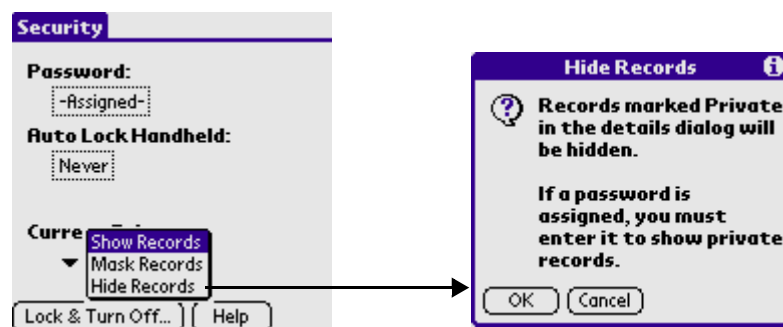
1. Tap the Current Privacy pick list and select Hide Private Records.



2. Tap OK to confirm that you want to hide private records.

To mask all private records:

1. Tap the Current Privacy pick list and select Mask Records.



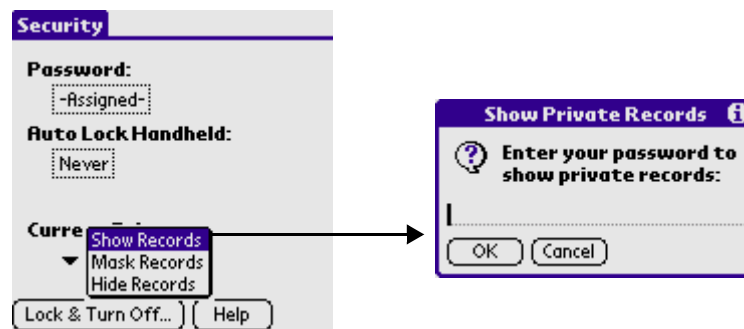
2. Tap OK to confirm that you want to mask private records.

To display all private records

1. Do one of the following:

- Tap the Current Privacy pick list and select Show Private Records.
- If you do not have a password, hidden and masked records become visible.

If you have a password, the Show Private Records dialog box appears. Go to step 2.



2. Enter your password.

3. Tap OK.

To unmask individual records

1. Select a masked record.

2. Do one of the following:

- Tap the Current Privacy pick list and select Show Private Records.
- If you do not have a password, hidden and masked records become visible.

If you have a password, the Show Private Records dialog box appears. Go to step 3.

3. Enter your password.

4. Tap OK.

To make a record private

1. Display the entry that you want to make private.

- 2. Tap Details.**
- 3. Tap the Private check box.**
- 4. Tap OK.**

Flash Backup Manager



There are many applications for you to use, and they are stored in ROM, so they will not be lost when the power is off.

As for the data created by users, including those generated by applications, e.g. the events created by Date Book, photos/messages received and e-mails/data generated by the Palm Desktop synchronization application and data generated by other devices. All of them are stored in RAM, so the data will be lost in 3 minutes after power off.

In order to prevent the loss of data as a result of power off, there are two ways to backup data.

- Backup data to PC with Palm Desktop synchronization application. Data will be restored via the synchronization application when incidents happen.
- Backup data to Flash in the local machine via the Flash Backup Manager application (Flash will not lose data when power off). When accidents happen, you could restore data via Flash Backup Manager.

To open Flash Backup:

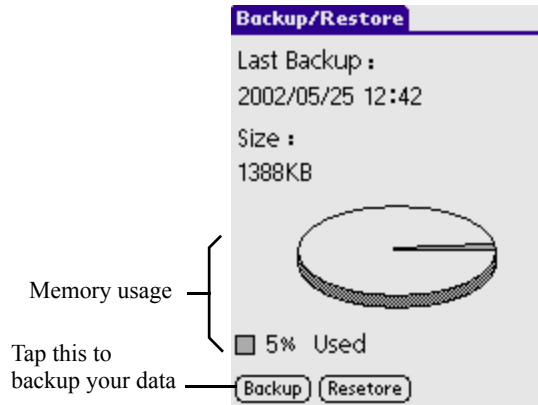
1. Tap the Home icon .
2. Select System from the pick list in the upper right corner.
3. Tap the Flash Backup icon .

Backing up data manually

Please note when backing up data:

- The capacity of Flash is only 2M Bytes, so the data in Flash should not exceed 2M Bytes.
- As for the applications which are downloaded and installed by users, they can't be stored in Flash, as a result, users need to reinstall the applications when accidents happen. But the data which are generated by the execution of these applications can be stored in Flash.

- Users are recommended to backup data regularly.



Enabling auto backup

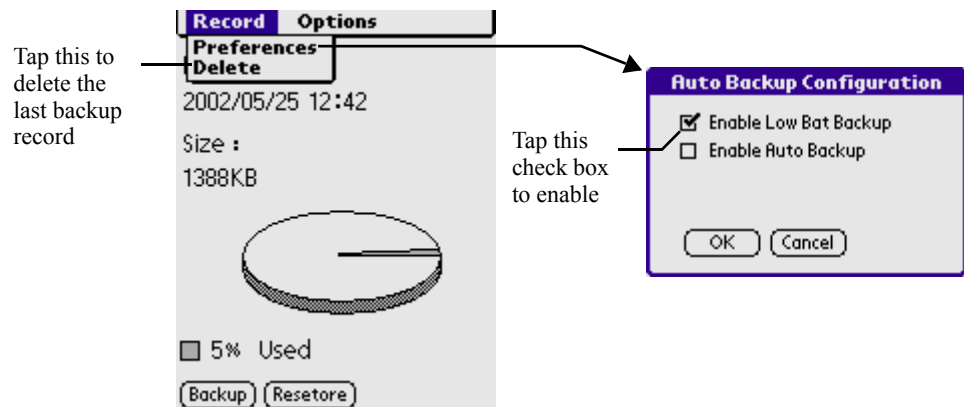
Instead backing up data by manually, you can set you Smartphone to backup data in specific situation or at a regular interval automatically.

Enabling Low Bat Backup

This feature enables your Smartphone to backup data automatically when a low battery warning issued.

To enable Low Bat Backup

1. In the main screen of Flash Backup, tap the Menu icon.



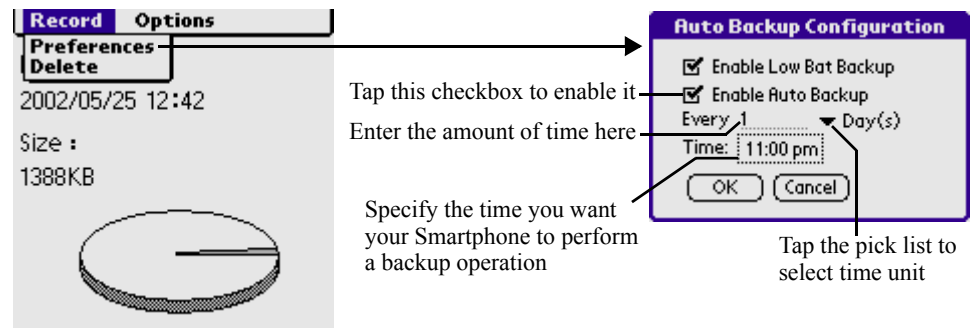
2. **Select Preferences from the Options menu.**
3. **Tap the Enable Low Bat Backup checkbox.**
4. **Tap OK.**

Enabling Auto Backup

you can set you Smartphone to backup data at a regular interval automatically.

To enable Low Bat Backup

1. **In the main screen of Flash Backup, tap the Menu icon.**
2. **Select Preferences from the Options menu.**



3. **Tap the Enable Low Bat Backup checkbox.**
4. **Input the amount of time, and tap the pick list to select time unit.**
5. **Specify the time you want your Smartphone to perform a backup operation.**
6. **Tap OK.**

Restoring data from flash memory

Before storing data from flash memory, please make sure the data in flash memory is newer that those in Palm Desktop, or you are recommended to restore from Palm Desktop.

To restore data from flash memory


In the main screen of Flash Backup, tap the Restore button on the bottom of the screen to restore the last backup record.

NOTE: If no data has been backed up, then Restore command will be unavailable.

Using CardInfo

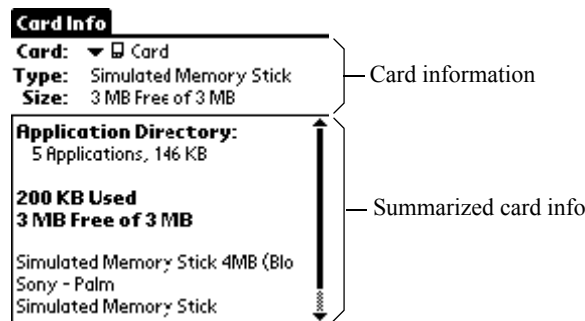
The CardInfo application enables you to review general information of different storage media, including Internal Card (an built-in memory card), and External Card (SD/MMC).

To open the CardInfo application:

1. Tap the Home icon.
2. Select System from pick list in the upper right corner.
3. Tap the CardInfo icon .

Reviewing card information

You can view the card name, type, available storage space, and a summary of its contents.



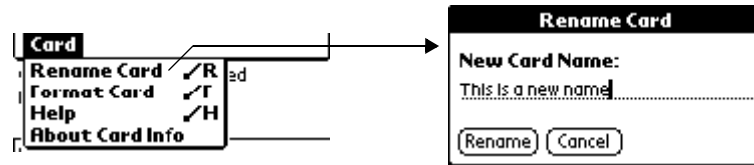
Renaming a card

Renaming a card enables you to give an easy-to-recognize name to the card.

To rename a card

1. Tap the Menu icon.
2. Select Rename Card from the Card menu.

3. Enter the new name for the card.



4. Tap the Rename.



Formatting a card

1. Tap the Menu icon.
2. Select Format Card from the Card menu.
3. Tap OK.

Turing on/off GSM connection

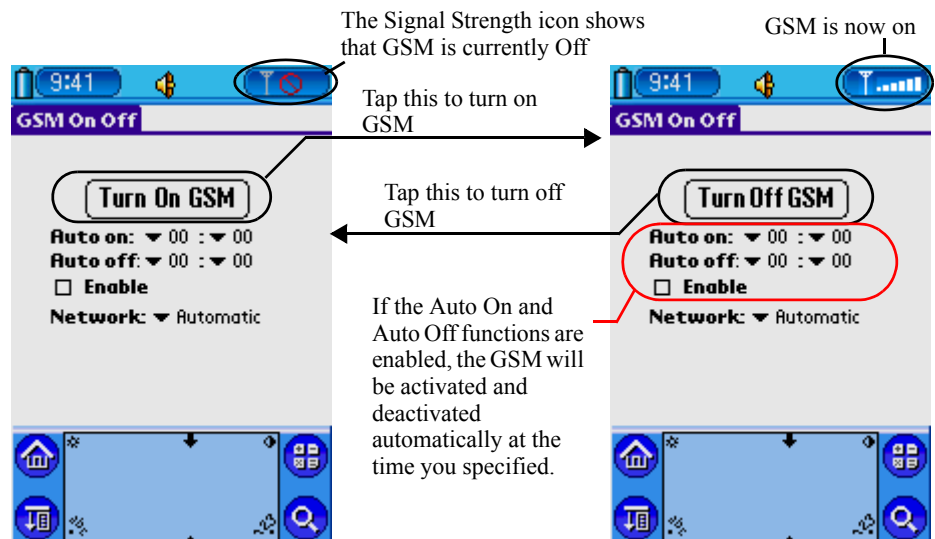
Before making/receiving calls, sending/receiving messages, surfing the Internet or other activities require network connection, you must turn off GSM first. Or when you are on a flight, you can use this function to turn off GSM and use your handheld merely as a PDA.

To open GSM On/Off application:

1. Tap the Home icon .
2. Select System from the pick list in the upper left corner.
3. Tap the GSM On/Off application icon .

To turn on/off GSM:

- If the GSM connection is currently OFF, tap the button labeled “Turn On GSM” in the middle of the screen to turn on GSM.
- If the GSM connection is currently ON, tap the button labeled “Turn Off GSM” in the middle of the screen to turn on GSM.



13

Exchanging and Updating Data using HotSync® Operations

HotSync® technology lets you synchronize - exchange and update - data between one or more Palm OS handhelds and Palm Desktop software or another PIM such as Microsoft Outlook. To synchronize data, you must connect your Handheld and Palm Desktop software either directly, by connecting your Smartphone with the HotSync cable to your computer or using infrared communications.

The HotSync process automatically synchronizes data between your Smartphone and Palm Desktop. Changes you make on your Smartphone or Palm Desktop appear in both places after a HotSync operation. HotSync technology synchronizes only the needed portions of files, thus reducing synchronization time.

You can synchronize your data by connecting your Smartphone directly to your computer with the serial port HotSync cable. You can also perform HotSync operations using the IR port on your organizer. This chapter describes how to select HotSync options and perform a HotSync operation via infrared communications.

Performing a HotSync operation for the first time

The first time you synchronize your data, you must enter user information on both the Smartphone and Palm Desktop. After you enter this information and synchronize, the HotSync Manager recognizes your Smartphone and doesn't ask for this information again.

If you are a System Administrator preparing several Smartphones for a group of users, you may want to create a user profile. See “[Creating a user profile](#)” later in this chapter before performing the following steps.

Performing the first local HotSync operation

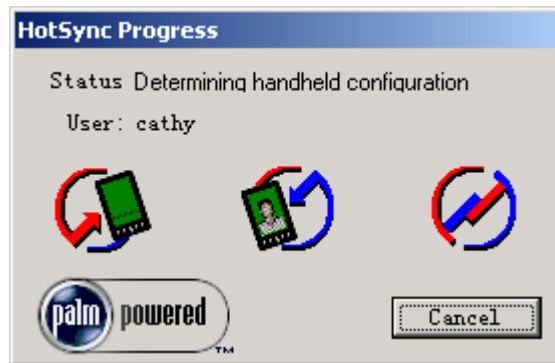
You must perform your first HotSync operation with a local, direct connection.

The following steps assume that you have already installed the Palm Desktop. If you have not installed this software, see “[Installing Palm Desktop](#)” in Chapter 1, “[Introduction to the Smartphone](#)” for instructions.

To perform a local HotSync operation:

- 1. Connect your Smartphone to computer’s serial port through the HotSync cable.**
- 2. If the HotSync Manager is not running, start it: On the Windows desktop, click Start, and then choose Programs. Navigate to the Palm Desktop program group and choose HotSync Manager. Alternatively, you can start the Palm Desktop which automatically opens the HotSync Manager.**
- 3. Tap the HotSync application icon from the Application Launcher on your Smartphone.**
- 4. Select Local from the main screen of HotSync. And tap the HotSync icon in the middle of the screen to start.**
- 5. If you are performing the HotSync operation for the first time, you must enter a user name in the New User dialog box appeared on your computer monitor and click OK.**
- 6. The HotSync Progress dialog box appears and synchronization begins.**

Every Smartphone should have a unique name. To prevent loss of a user’s records, never try to synchronize more than one Smartphone to the same user name.



7. **Wait for a message on your Smartphone indicating that the process is complete.**

When the HotSync process is complete, you can disconnect your Smartphone from HotSync cable.

Creating a user profile

You can create a user profile to load data into an Smartphone without associating that data with a user name, using the File Link feature. This feature lets System Administrators configure several Smartphones with specific information (such as a company phone list) before distributing them to their actual users. For more information on the File Link option, see [“Using File Link”](#) later in this chapter.

The User Profile feature is designed only for the first-time HotSync operation, before you assign a User ID to a particular Smartphone.

To create a user profile:

1. **Open Smartphone.**
2. **From the Tools menu, choose Users.**
3. **Click Profiles.**
4. **Click New. Enter a unique name for the profile, and click OK.**
5. **Repeat steps 3 and 4 for each profile that you want to create. When you have finished, click OK to return to Smartphone.**
6. **Select the profile from the User list and create the data for the profile (for example, company phone list, and so on).**

To use a profile for the first-time HotSync operation:

1. **Connect your Smartphone to computer's serial port through the HotSync cable.**
2. **Click the HotSync Manager icon in the Windows system tray.**
3. **Click Profiles.**
4. **Select the profile that you want to load on the Smartphone, and click OK.**
5. **Click Yes to transfer all the profile data to the Smartphone.**

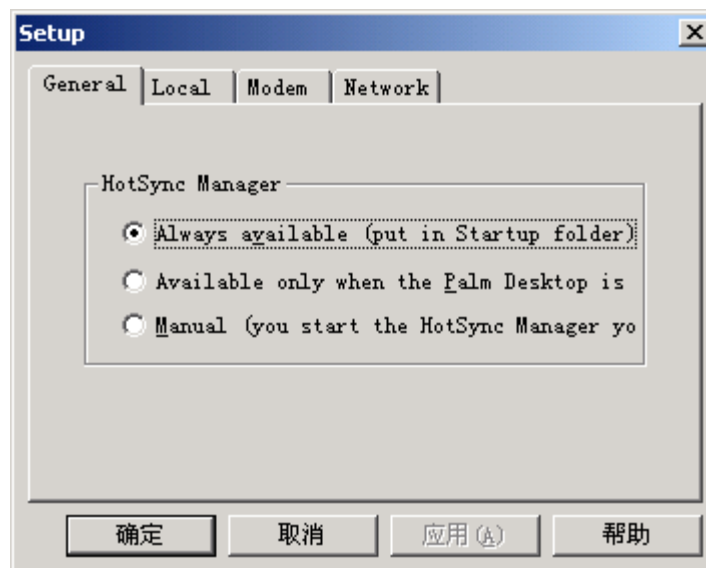
The next time you perform a HotSync operation, Smartphone prompts you to assign a user name to the Smartphone.

Selecting HotSync setup options

You can choose when you want HotSync Manager to run.

To set the HotSync options:

1. **Click the HotSync Manager icon in the Windows system tray.**
2. **Choose Setup.**
3. **Click the General tab, and select one of the following options:**



- Always Available adds HotSync Manager to the Startup folder and constantly monitors the communication port for synchronization requests from your Smartphone. With this option, the HotSync Manager synchronizes data even when Palm Desktop is not running.
- Available Only When Palm Desktop Is Running starts HotSync Manager and monitors requests automatically when you open Smartphone.
- Manual monitors requests only when you select HotSync Manager from the Start menu.

If you're not sure which option to use, keep the default setting, Always Available.

4. **Click the Local tab to display the settings for the connection between your computer and the Smartphone.**



5. **If needed, choose another Serial Port to identify the port that Palm Desktop uses to communicate with your Smartphone.**
6. **This selection should match the number of the port to which you connected the Smartphone. Your Smartphone cannot share this port with an internal modem or other devices. See “Product Layout” in Chapter 2, “Introduction to the Smartphone”, if you have trouble identifying the serial port.**

7. **If needed, set the speed to determine the speed at which data is transferred between your Palm Desktop and Smartphone.**
8. **Try the As Fast As Possible rate first, and adjust downward if you experience problems. This setting allows Palm Desktop and your Smartphone to find and use the fastest speed.**
9. **Click the Modem tab to display the modem settings and adjust the options as needed. See “Performing a HotSync operation via a modem” later in this chapter for more information.**
10. **If you are attached to a network, click the Network tab to display the network settings and adjust the options as needed. See “Conducting a HotSync operation via a network” later in this chapter for more information.**
11. **Click OK.**

Customizing HotSync application settings

For each application, you can define a set of options that determines how records are handled during synchronization. These options are called a “conduit.” By default, a HotSync operation synchronizes all files between the Palm Desktop and Smartphone.

In general, you should leave the settings to synchronize all files. The only reason you might want to change these settings is to overwrite data on either your Palm Desktop or Smartphone, or to avoid synchronizing a particular type of file because you don’t use it.

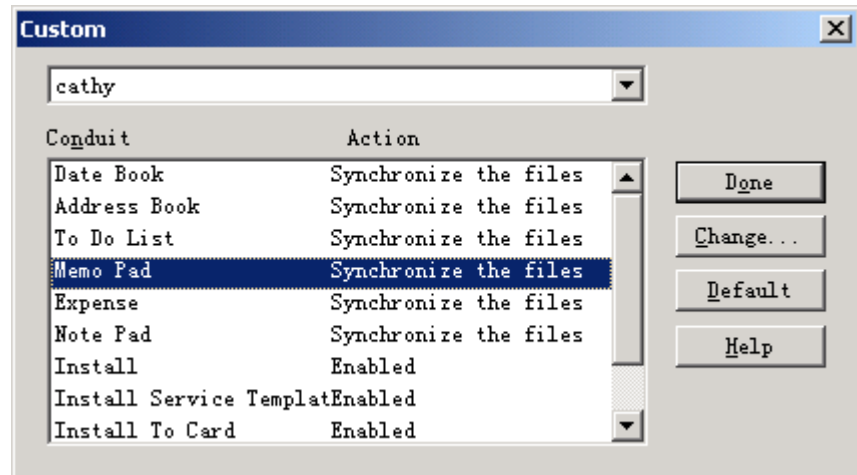
In addition to the conduits for Date Book, Address Book, To Do List, and Memo Pad, Smartphone includes System and Install conduits. The System conduit backs up the system information stored on your Smartphone, including Graffiti® 2 ShortCuts. The Install conduit installs applications on your Smartphone.

To customize HotSync application settings:

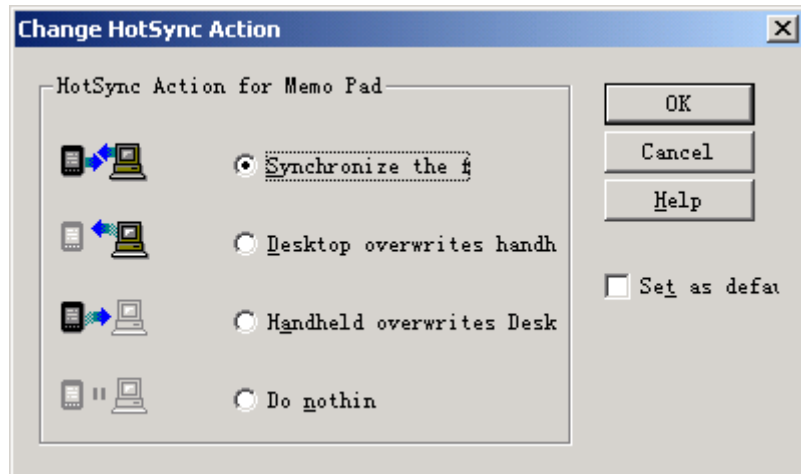
1. **Click the HotSync icon in the Windows system tray (bottom right corner of the taskbar).**

Tip: You can also click the HotSync command on the Palm Desktop menu bar.

2. **From the HotSync Manager menu, choose Custom.**



3. Select the appropriate user name from the list.
4. Select an application in the Conduit list. Click Change.



5. Click the direction in which you want to write data, or click Do Nothing to skip data transfer for an application.
6. Choose how long the setting will remain in effect:
 - To have the setting affect only the next HotSync operation, deselect “Set As Default”. Thereafter, the HotSync Actions restore their default settings.

- To use a new setting as the default, select the Set As Default option. Thereafter, whatever you selected as the default setting is used when you click the Default button in the Custom dialog.
7. **Click OK.**
 8. **Repeat steps 4 through 7 to change conduit settings for other applications.**
 9. **Click Done to activate your settings.**

IR HotSync operations

Your organizer is equipped with an infrared (IR) port that supports the IrCOMM implementation of the standards for infrared communication established by the Infrared Data Association (IrDA). This means that you can beam data to any other device that supports the IrCOMM implementation of the IrDA standards. Most importantly, you can use the IR port to perform HotSync operations. You don't need a HotSync cable to do this. This is very useful if you travel with an infrared-enabled laptop. You simply enable infrared communication on your laptop and Smartphone and follow the steps in [“Performing an IR HotSync operation”](#) later in this section.

Preparing your computer for infrared communication

Before you can perform a HotSync operation using the IR port, the computer you want to synchronize with must meet the following requirements:

- The computer must support the IrCOMM implementation of the IrDA standards.
- The computer must have an enabled built-in infrared port, or an enabled infrared device attached to the computer.

Desktop computers are likely to require an infrared device attached to a physical COM port. Laptops are likely to have a built-in IR port. Your computer must also have an installed infrared driver.

Check if your computer supports infrared communication

Infrared communication is built into the operating system for Microsoft Windows 98. Check your computer's documentation to determine if the computer supports infrared communication.

Check if your Windows 95 computer supports infrared communication.

1. **Click Start in the Windows taskbar.**
2. **Choose Settings, and then choose Control Panel.**
3. **In the Control Panel look for the infrared icon.**

If the icon is there, your computer is enabled for infrared communication. If it isn't there, you need to install an infrared driver.

After you install the infrared driver or determine that the infrared driver is already installed successfully, check the ports used by your computer for infrared communication.

To check the ports used for infrared communication:

1. **In the Windows taskbar click Start, choose Settings, and then choose Control Panel.**
2. **Double-click Infrared.**
3. **Click the Options tab.**
4. **Select Enable infrared communication.**

The COM port displayed in the drop-down box is the port where your infrared device is attached. It should be different from any port used by the HotSync Manager.

5. **Make a note of which port is listed as "Providing application support". You need this information to configure the HotSync Manager for infrared communication. This port is the simulated port. It is the channel through which the actual infrared communication takes place between your computer and your Smartphone.**
6. **Deselect all other check boxes in the Options tab.**
7. **Click Apply and OK.**

Configuring HotSync Manager for infrared communication

Next you need to go to the HotSync Manager and specify the simulated port used for infrared communication.

To configure HotSync Manager for infrared communication:

1. **Click the HotSync Manager icon in the Windows system tray.**
2. **Make sure Local is checked on the menu.**
3. **Choose Setup.**
4. **Click the Local tab.**
5. **In the Serial Port drop-down box, select the COM port that was given as the simulated port in the Options tab of the Infrared Monitor.**
6. **Click OK.**

The HotSync Manager is now communicating with the simulated port defined for infrared communication.

NOTE: You cannot use your HotSync cable again until you reconfigure the HotSync Manager to communicate with the port defined for HotSync cable synchronization.

Performing an IR HotSync operation

After you complete the steps to prepare for an IR HotSync operation it is easy to perform the actual operation.

To perform an IR HotSync operation:

1. **Tap the Home icon, and select System from the pick list in the upper right corner.**
2. **Tap the HotSync icon.**
3. **Tap Local.**
4. **Tap the pick list below the HotSync icon and select IR to a PC/ Handheld.**
5. **Position the IR port of your Smartphone within a couple of inches of the infrared port of your computer.**

6. Tap the HotSync icon to start the IR HotSync operation.

Returning to using the HotSync cable for HotSync operations

It's easy to return to using the HotSync cable for HotSync operations.

To return to HotSync cable synchronization operations:

1. Connect the HotSync cable to a serial (COM) port on your computer.
2. Click the HotSync Manager icon in the Windows system tray.
3. Choose Setup, and then click Local.
4. Select the COM port where your HotSync cable is connected.
5. Click OK.

The next time you want to perform a HotSync operation just select Local from the menu. You can leave the HotSync application on your Smartphone set to perform IR HotSync operations and still use the HotSync cable. This is useful if you perform HotSync operations with both your desktop computer and a laptop that you travel with. When you travel you don't have to carry a cable. When you are in the office just connect your organizer with the HotSync cable.

Conducting a HotSync operation via the modem

You can use a modem to synchronize your Smartphone when you are away from your computer.

NOTE: The first HotSync operation must be local, using the HotSync cable. After that, you can perform a modem HotSync operation.

To perform a HotSync operation via the modem you must complete the following steps:

- Connect a modem to your computer.
- Configure the Smartphone for use with your modem.
- Connect a modem to your Smartphone.
- Configure the Modem preferences on your Smartphone for use with your modem (Serial to Modem or IrCOMM to Modem). See

“Network Preferences” and “Connection Preferences” in Chapter 10, “Working with System Applications”.

Preparing your computer

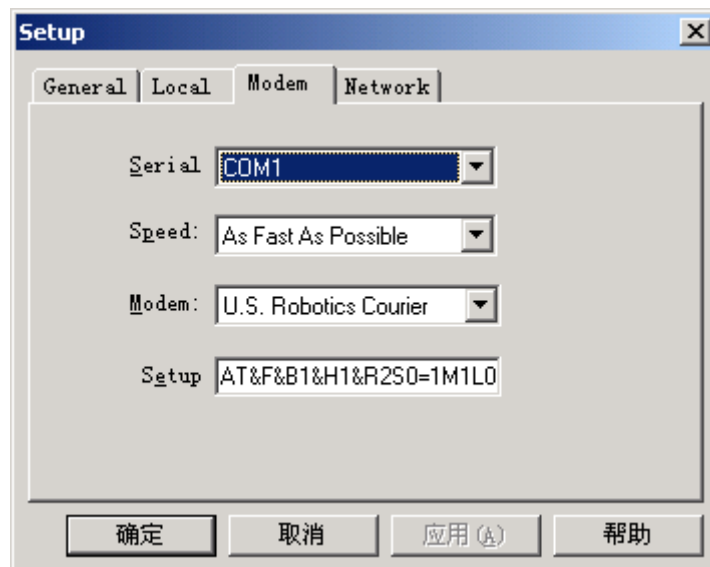
You must perform a few steps to prepare your computer for a modem HotSync operation. Be sure to perform these steps before you leave your office so that your computer is ready to receive a call from your Smartphone.

To prepare your computer for a modem HotSync operation:

1. **Confirm that the computer modem is connected and turned on, and that no communications applications, such as fax or telephony software, are running on a COM port.**

NOTE: Make sure that the computer is disconnected from all online services, such as America Online (AOL) and CompuServe, to avoid conflicts with the COM port.

2. **Start HotSync Manager if not running, and from the HotSync Manager menu, choose Modem.**



3. **Adjust the following options as needed:**

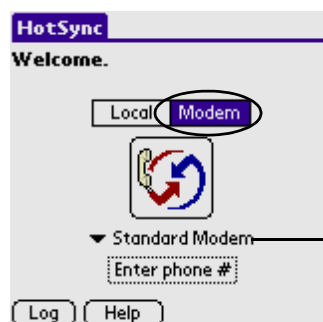
- Serial Port to identify the port for the modem. If you are unsure of the port assignment, look at the Modem Properties in the Windows Control Panel.
 - Speed to determine the speed at which data is transferred. Try the As Fast As Possible rate first, and adjust downward if you experience problems. This setting lets Palm Desktop and your Smartphone find and use the fastest speed.
 - Modem to identify the modem type or manufacturer. Refer to your modem manual or face plate for its type or settings. If you're not sure of your modem type or your modem doesn't match any listed, select Hayes Basic.
 - Setup String to identify the setup string for your particular modem. Not all modems require a setup string. Refer to your modem manual and enter the setup string if recommended by the manufacturer.
4. **Click OK.**

Preparing your Smartphone

In addition to preparing your computer, you must perform a few steps to prepare your Smartphone for a modem HotSync operation.

To prepare your Smartphone for a modem HotSync operation:

1. **Tap the Home icon.**
2. **Tap the HotSync icon.**
3. **Tap Modem.**



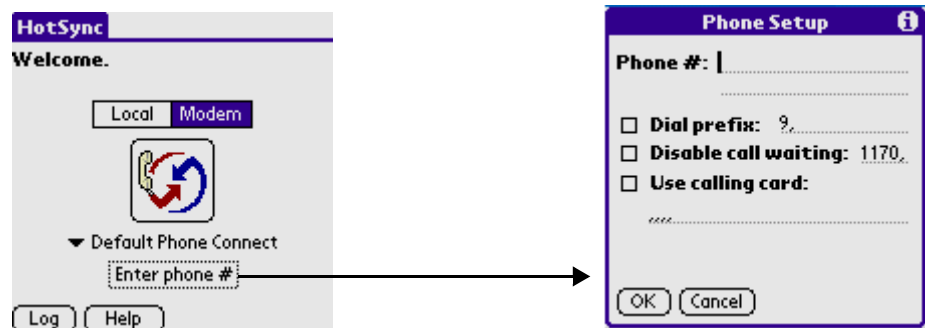
Tap this pick list to select Standard Modem

4. **Tap the pick list in the lower screen to select Default Phone Connection.**

5. Tap the Enter Phone # field.

NOTE: If you plan to connect to your company's dial-in server (network modem) instead of connecting to a computer modem, see [“Performing a HotSync operation via a network”](#) later in this chapter.

6. Enter the telephone number to access the modem connected to your computer.



7. If needed, enter a dial prefix (such as “9”) to access an outside line, and then tap the Dial Prefix check box.

TIP: You can enter a comma in the field to introduce a “pause” in the dialing sequence.

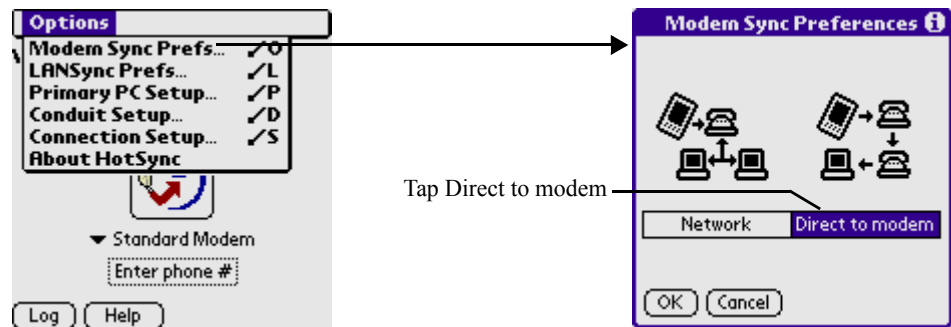
8. If the phone line you're using for the Smartphone has Call Waiting, select the Disable call waiting check box to avoid an interruption during the Modem HotSync Operation.

9. If you want to use a calling card to place the call, select the check box and enter the calling card number.

10. Tap OK.

11. Tap the Menu icon.

12. Tap Options, and then tap Modem Sync Prefs.



13. Tap Direct to modem.
14. Tap OK.

Selecting conduits for a modem HotSync operation

You can define which files, applications, or both on your Smartphone synchronize during a modem HotSync operation, to minimize the time required to synchronize data. To define what synchronizes, you use the Conduit Setup dialog box.

Applications that do not have a database (such as games) do not synchronize—even if you select the item in the Conduit Setup dialog box.

To define which files or applications on your device synchronize during a HotSync operation:

1. Tap the Home icon.
2. Tap the HotSync icon.
3. Tap the Menu icon.
4. Tap Options, and then tap Conduit Setup.
5. In the Conduit Setup dialog box, tap the check boxes to deselect the files and applications that you do not want to synchronize during a modem HotSync operation. The default setting is to synchronize all files.



6. Tap OK.

Performing a HotSync operation via a modem

After you prepare your computer and your Smartphone, and select your Conduit Setup options, you are ready to perform a modem HotSync operation.

To perform a modem HotSync operation:

1. Tap the Home icon.
2. Tap the HotSync icon.
3. Tap the Modem icon to dial the Smartphone modem and synchronize the applications.
4. Wait for the HotSync operation to complete.

Conducting a HotSync operation via a network

When you use the Network HotSync software, you can take advantage of the LAN and WAN connectivity available in many office environments. The Network HotSync software lets you perform a HotSync operation by dialing in to a network or by using a cradle that is connected to any computer on your LAN or WAN (provided that the computer connected to the cradle also has the Network HotSync software installed, your computer is on, and the HotSync Manager is running).

The Network HotSync software requires the following:

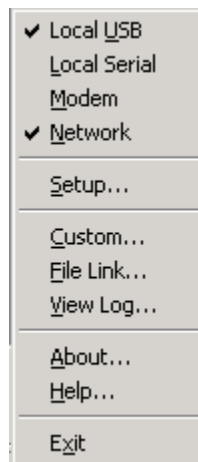
- Your computer has TCP/IP support installed.

- Both your company's network system and its remote access server support TCP/IP. (Your System Administrator has this information.)
- You have a remote access account. (If you don't have an account, consult your System Administrator.)

Everything you need to connect to your company's dial-in server (network modem) is included with Palm Desktop and Smartphone software. You need to activate the feature, however, on both Palm Desktop and your Smartphone.

To prepare your computer for a network HotSync operation:

- 1. Click the HotSync Manager icon in the Windows system tray.**
The Windows system tray is usually in the lower right corner on your computer display. The location may vary depending on the location of the taskbar and the version of Windows you are using.
- 2. From the HotSync Manager menu, choose Network.**



- 3. From the HotSync Manager menu, choose Setup.**
- 4. Click the Network tab and make sure that a check mark appears next to your user name. If no check mark appears, select the check box next to your user name.**



5. Click OK.
6. Place your Smartphone in the cradle, and perform a HotSync operation.

The HotSync operation records network information about your computer on your Smartphone. With this information, your Smartphone can locate your computer when you perform a HotSync operation over the network.

To prepare your Smartphone for a network HotSync operation:

1. Tap the Home icon.
2. Tap the HotSync icon.
3. Tap the Menu icon.
4. Tap Options, then tap Modem Sync Prefs.
5. Tap Network.
6. Tap OK.

Using File Link

The File Link feature lets you import Address Book and Memo Pad information into your Smartphone from a separate external file such as a company phone list. HotSync Manager stores the data in a separate

category on your Palm Desktop and your Smartphone. You can set the File Link feature to check for changes to the external file when you perform a HotSync operation.

With File Link, you can import data stored in any of the following file formats:

- Comma delimited (.csv).
- Tab delimited (.tsv).
- Memo Pad archive (.mpa).
- Address Book archive (.aba).
- Text (.txt).

For information on how to set up a file link, see the Palm Desktop online Help.

14

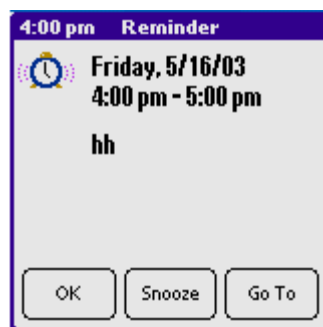
Using the Attention Manager

Many applications (such as Date Book, Clock, and SMS) want to get your attention with some sort of alarm. Attention Manager allows you to conveniently manage all of these notifications in one place. Appointments and messages can stack up while you are away from your device. Attention Manager lets you view them from a single list, where you can selectively dismiss or follow up on each event.

Applications will signal for your attention at two different levels: insistent and subtle. Each will be discussed in detail below.

Insistent alarms

Insistent applications open a Reminders dialog screen, and may play a sound, or vibrate, depending on your hardware configuration. Alarms continue until you snooze or dismiss them. If the sound can be interrupted, you can tap anywhere on the screen, or push any button to silence it. Attention Manager will always open immediately when new insistent alarms are posted.



Using the Reminder dialog screen

The Reminder dialog screen has three buttons for responding to an alarm:

OK: Makes the reminder go away, with no further notification.

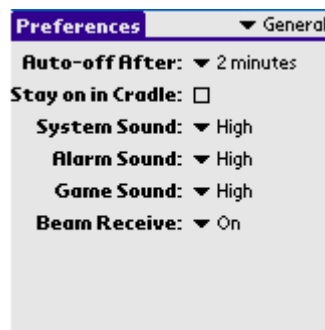
Snooze: Switches to the application that was running when the alarm went off, and returns to the Reminder dialog screen after five minutes. You can go back to the Reminder dialog screen right away by tapping on the blinking indicator in the upper left corner of the screen. For more information, see “Understanding the blinking alarm indicator” below.

Go To: Switches to the application that created the alarm, and shows the record that caused the alarm, although you may have to navigate within the application. There is no further notification.

Setting alarm volume

You control most alarm volumes globally in the General panel of the Prefs menu:

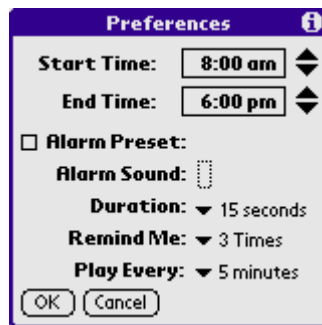
- From the Applications Launcher, tap the Prefs icon.
- Tap the General pick list in the upper right corner of the screen.
- Set the volume using the Alarm Sound pick list. If your device has a vibrate, turn these features on or off using their pick lists in this menu.



Setting alarm sound effects

Some applications allow you to set the song or sound effect to use, and how many times to play it, with a pause in between. For example, to set alarm preferences for the Date Book, do the following:

1. While displaying the Date Book application, tap the Menu icon.
2. Tap the Options menu, and select Preferences.
3. Tap the Alarm Preset check box, if you want alarms to sound, then select the following from the pick lists:
 - How soon you want the alarm to sound before the event
 - The alarm song or sound effect (for example, Bird or Concerto)
 - How many times the alarm repeats before giving up
 - The pause between each time the alarm sounds

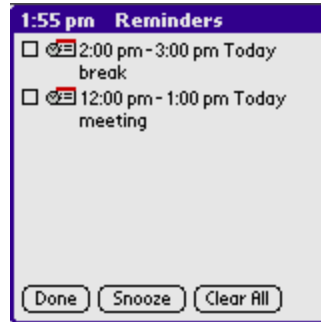


Using the Reminders list screen

The Reminders dialog screen changes to a list of items that require your attention under two insistent alarm conditions:

- When a second application attempts to get your attention and the first has not been dismissed or snoozed.
- When a first application makes a second attempt and the first has not been dismissed or snoozed.

Each listed reminder contains the date and time of the event. Depending on the application displaying the reminder, you may see an icon representing the application, and up to two lines of text.



Tapping on the text or icon will “Go To” that item and delete the event from the Reminders list screen.

Tapping in the check box will clear that item, similar to a To Do list item. The Attention Manager will draw a line through the text lines, pause for a moment, and then remove the item from the list, although the original data remains in the application.

The Reminders list screen displays three buttons that are used to respond to all of the items in the list:

Snooze: Puts the Reminders list screen to sleep for five minutes. After this interval, the Reminders list screen is displayed again. You can go directly to the Reminders list screen without waiting, by tapping on the blinking alarm indicator. For more detail, see “Understanding the blinking alarm indicator” below.

Done: If the Reminders list appeared because of more than one insistent alarm, tapping Done closes the Reminders list screen, although the events will remain in the application that created them. The Reminders list screen will not appear again, unless you tap the blinking alarm indicator in the menu bar.

If the Reminders list appeared after you tapped the Snooze button, then tapped the blinking alarm indicator, then tapped the Done button, the reminder will continue to snooze.

For more detail, see “Understanding the blinking alarm indicator” below.

Clear All: removes all of the items from the list, but does not close the Reminders screen. Tap this button to erase a list of events that have passed

Subtle alarms

Some applications provide a visual, and optionally audible indication, but do not otherwise disrupt your work flow. Subtle alarms do not display a Reminders screen. Instead, a blinking indicator will flash in the upper left corner of the title bar (of applications that allow it) when an alarm is present.

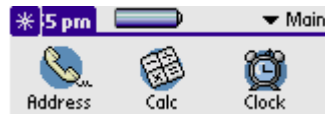
Understanding the blinking alarm indicator

A blinking alarm indicator appears in the upper left corner of the screen in the menu bar (of applications that allow it) under the following conditions:

- While viewing a Reminders dialog screen, you tap the Done or the Snooze button
- A subtle alarm is present

The indicator appears in three different states:

- **Off:** The indicator is not shown at all when the list is empty.
- **Blinking, two states:** When the list is not empty but there are no new items, then the “star” indicator will blink on and off until the list has been emptied.



- **Blinking, three states:** When a new subtle alarm is received, the star will alternate flashing solid, exploded, then off, until you view the new event.

Tapping on the indicator opens the Attention Manager in list mode, even if there is only one item.

Appendix I Reset your G88

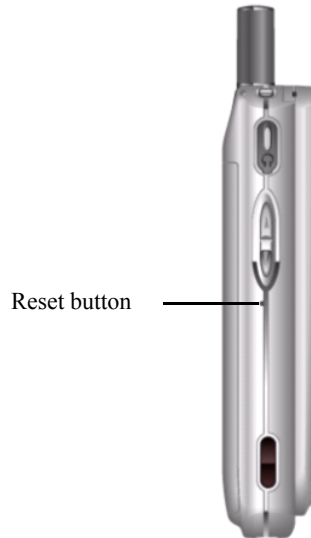
Under normal circumstances, you will not have to use the reset button. On rare occasions, however, your handheld may no longer respond to buttons or to the screen. In this case, you need to perform a reset to get your handheld running again.

Performing a soft reset

A soft reset tells your handheld to stop what it's doing and start over again. All records and entries stored in your handheld are retained with a soft reset. After a soft reset, the Welcome screen appears, followed by the Date and Time Preferences screen (to set the date and the time).

To perform a soft reset:

Use the reset tip tool, or the tip of an unfolded paper clip (or similar object without a sharp tip), to gently press the reset button inside the hole on the side panel of your handheld.



TIP: The metal and plastic stylus that comes with your handheld has a reset tip.

Performing a hard reset

With a hard reset, all records and entries stored in your handheld are erased. Never perform a hard reset unless a soft reset does not solve your problem.

NOTE: You can restore any data previously synchronized with your computer during the next HotSync operation.

To perform a hard reset:

1. **Hold down the power button on the front panel of the handheld.**
2. **While holding down the power button, use the reset tip tool, or the tip of an unfolded paper clip (or similar object without a sharp tip), to gently press and release the reset button.**
3. **Wait for the Palm Powered logo to appear; then release the power button.**

This is the internet version of the User Manual. Print only for private use.

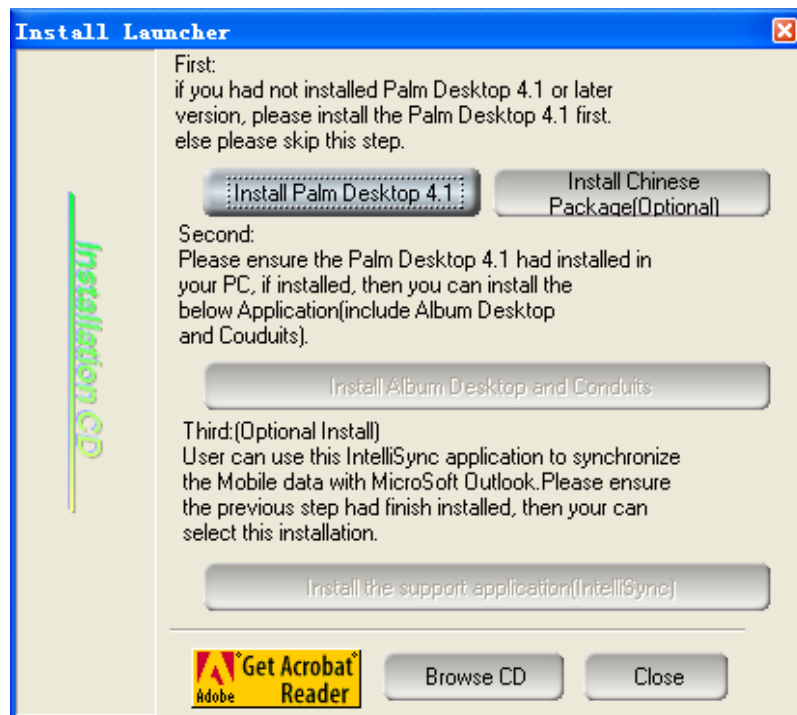
4. **When a message appears on the handheld screen warning that you are about to erase all the data stored on your handheld, do one of the following:**
- Push the jogdial up to complete the hard reset and display the Digitizer screen.
 - Press other buttons to perform a soft reset.



NOTE: With a hard reset, the current date and time are retained. Formats preferences and other settings are restored to their factory default settings.

Appendix II: Install CD

- Put the CD in the driver, the install application will start automatism, if it doesn't work, please select "Install" in the CD.



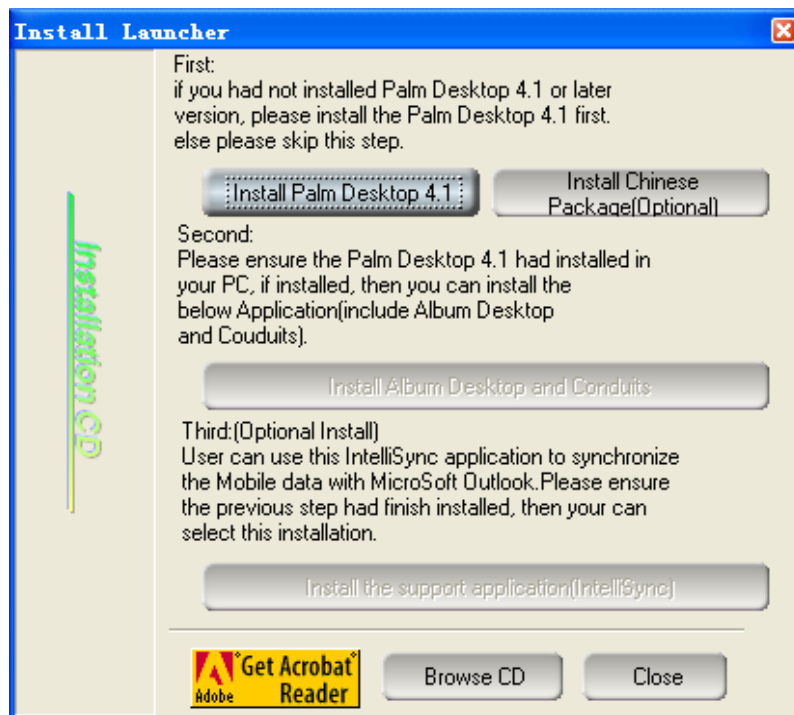
- You must finish the first part "Install Palm Desktop 4.1 " and the second part" Install Album Desktop and Conduits", or your G88 will not synchronize the software ,information and photos with your computer.
- If you want to synchronize information with the "Microsoft Outlook" of your computer in your G88, please continue installing the third part "Install the support application" .
- Finish installing, you can use you computer to synchronize your PDA with a data line at the first time.

This is the internet version of the User Manual. Print only for private use.

- You can also select the following software to install:
 - Frame Converter.
 - Melody Converter.
- Otherwise, you can also select some useful software to install in the following folders.
 - bbbox: Including some useful information, such as: common sense of the file and so on.
 - Toolbox: Including some useful software, such as: Ebook, exchange rate and so on.
 - Game: Including some interesting games: Mummy, pharaoh and so on.
- User manual: Including English and Chinese user manual.

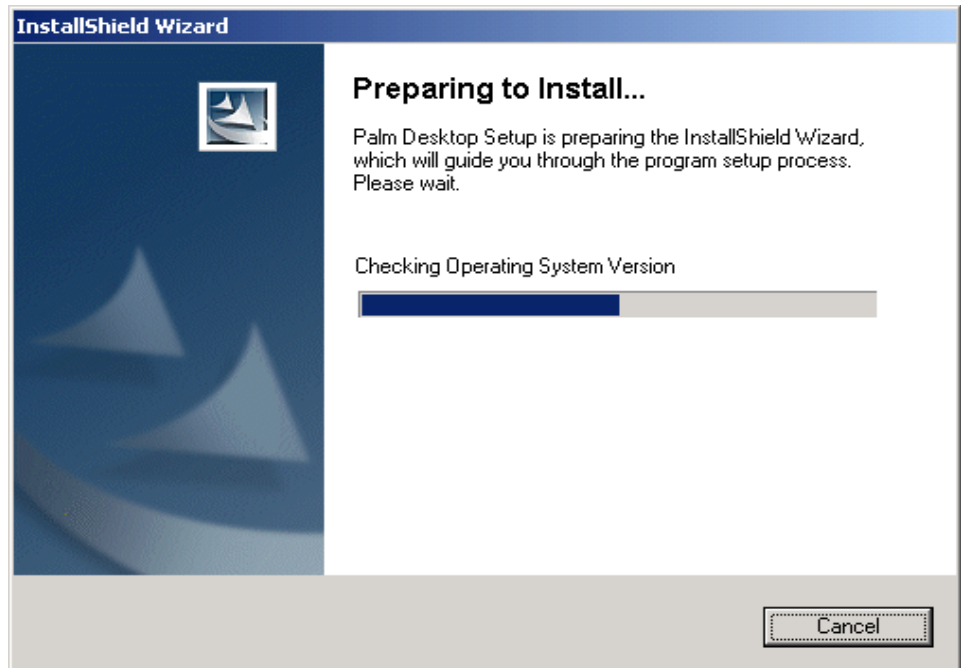
Installation Steps:

- First put in GSPDA Sync disk, then will show the next picture, Please select the first option [Install Palm Desktop 4.1] to install.

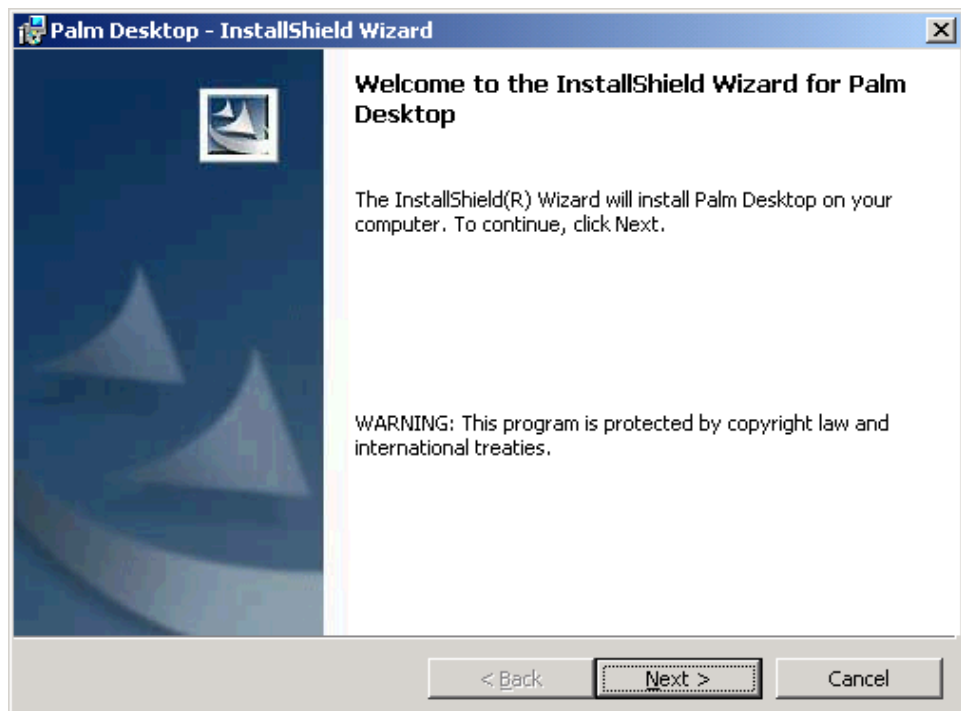


This is the internet version of the User Manual. Print only for private use.

- After do this, then will show the next picture:

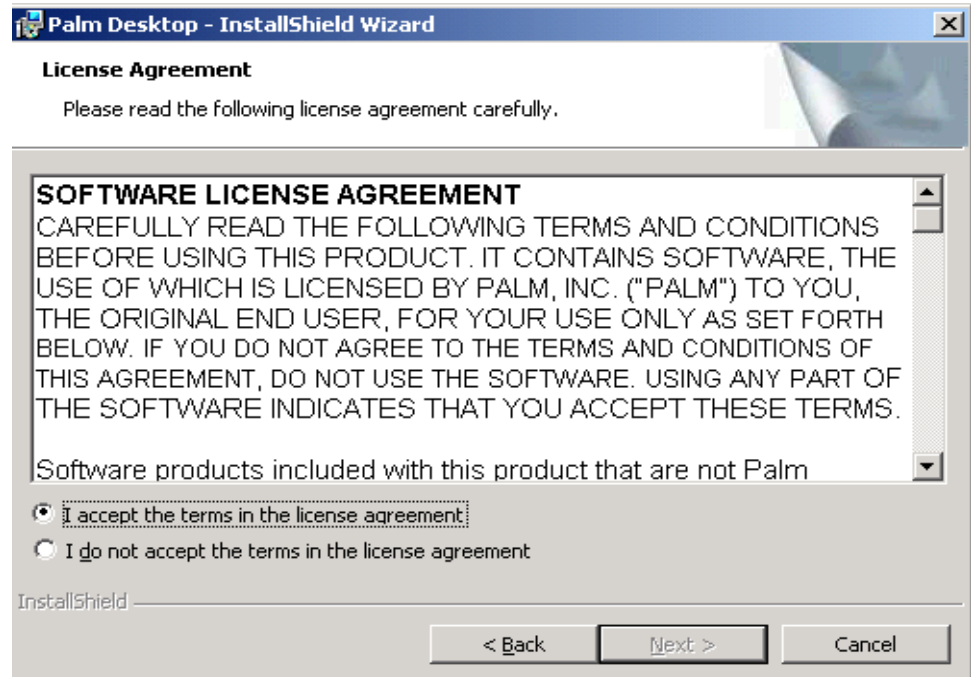


- After moved the files, then will show the next picture again:

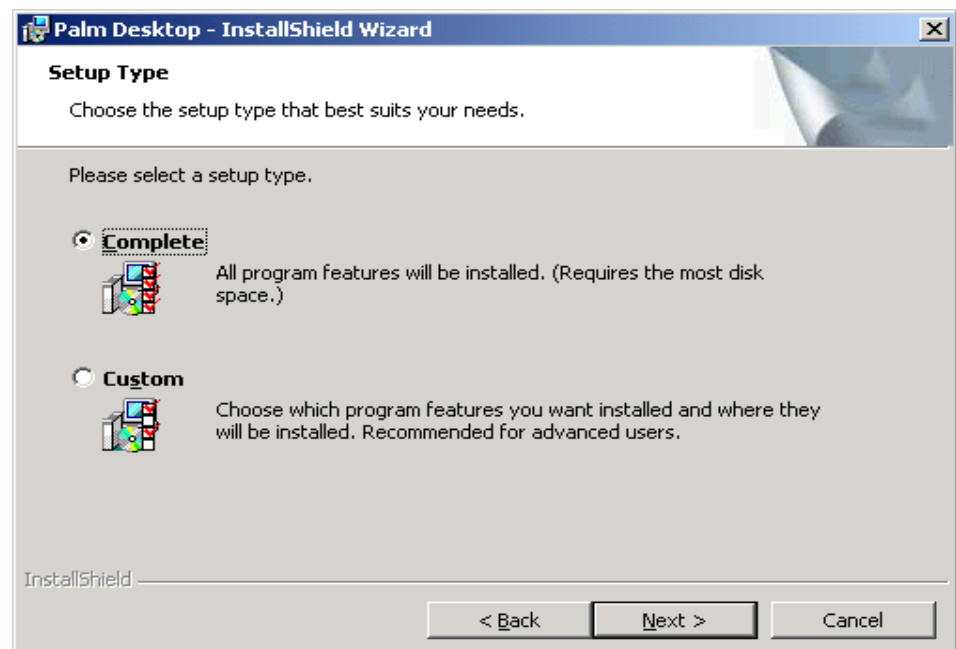


This is the internet version of the User Manual. Print only for private use.

- Now, Select Next option to continue the Installation. After do this, then will show the next picture:

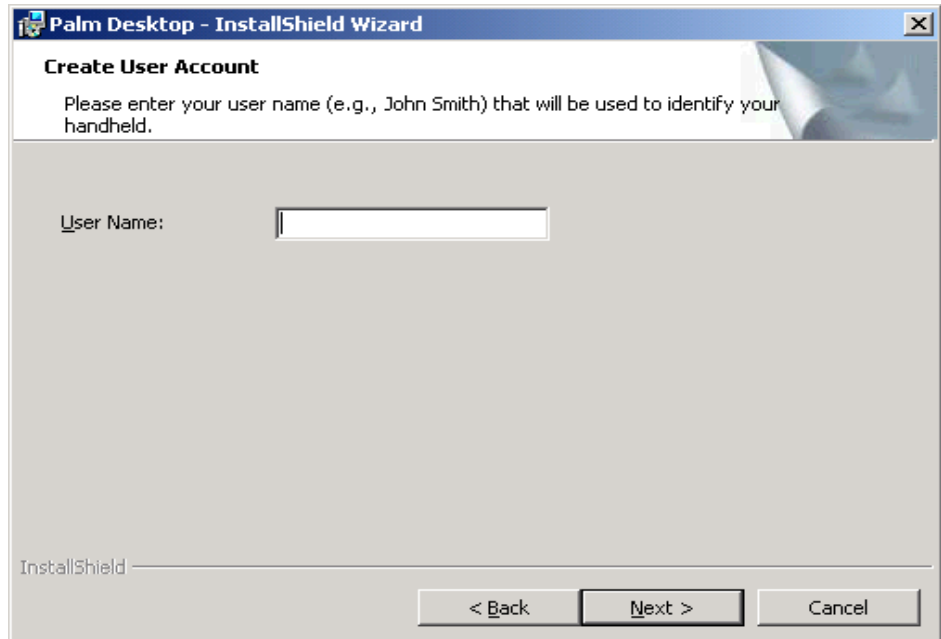


- Select the first option I accept the terms in the license agreement, then select Next option to continue the next Installation.



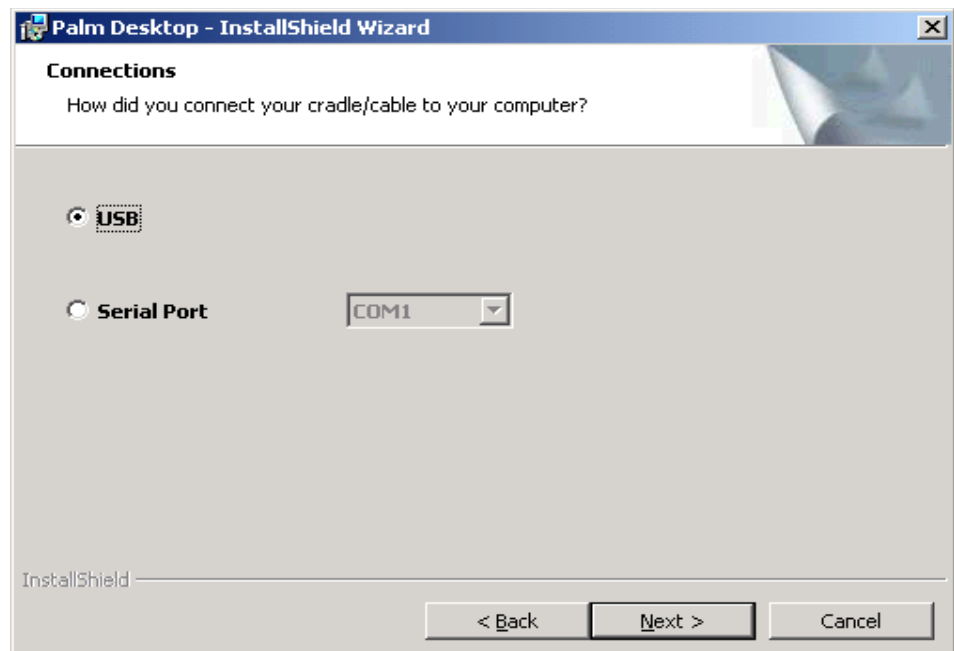
This is the internet version of the User Manual. Print only for private use.

- After the picture had been displayed, first select first option [complete], and select Next option again, then will show the next picture, Please enter the username.



The screenshot shows a dialog box titled "Palm Desktop - InstallShield Wizard" with the subtitle "Create User Account". The main text reads: "Please enter your user name (e.g., John Smith) that will be used to identify your handheld." Below this text is a label "User Name:" followed by an empty text input field. At the bottom of the dialog, there are three buttons: "< Back", "Next >", and "Cancel". The "InstallShield" logo is visible in the bottom left corner.

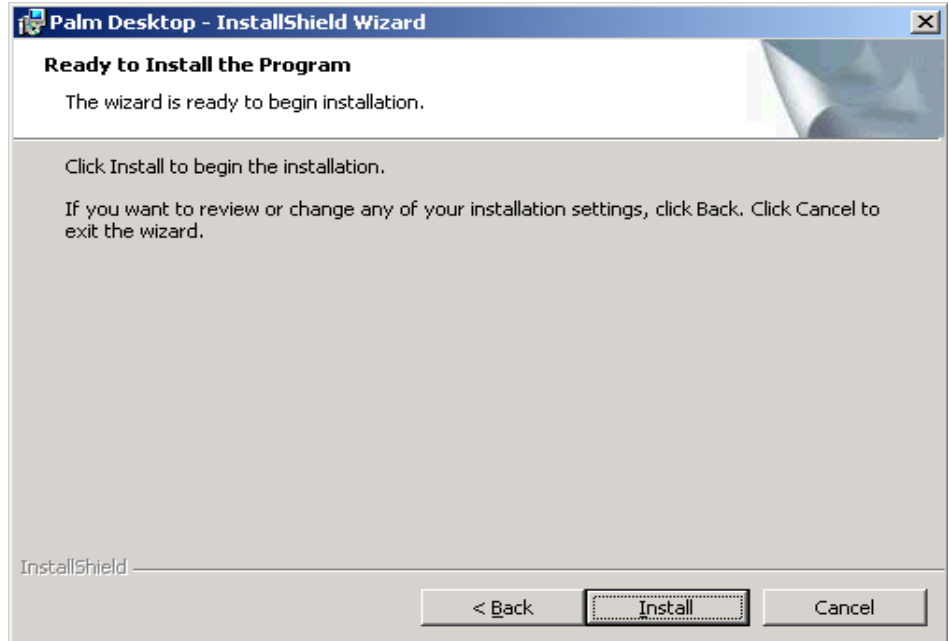
- After Entering the username, please again select Next option to continue the next Installation.



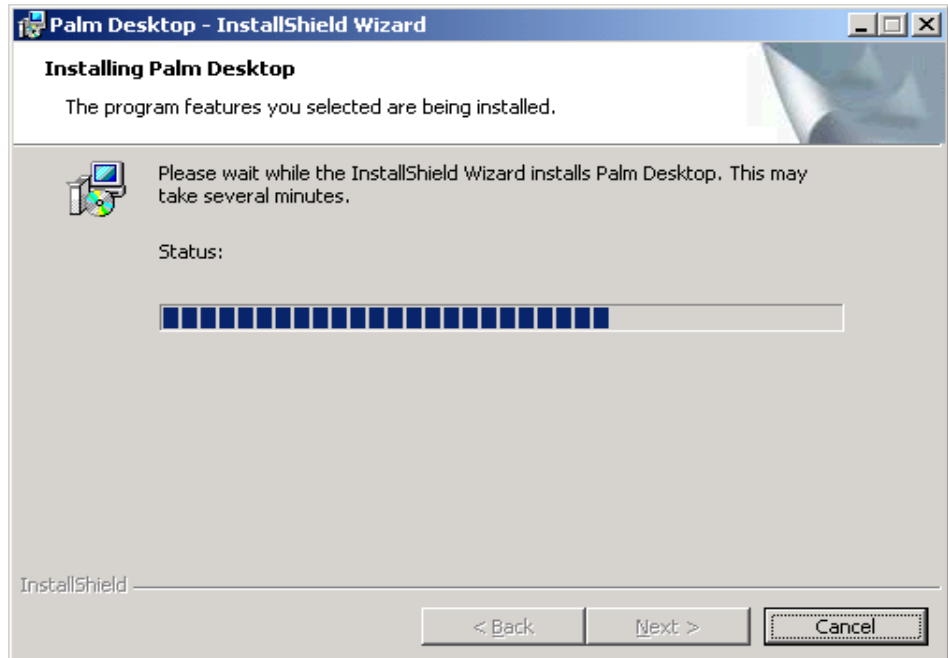
The screenshot shows a dialog box titled "Palm Desktop - InstallShield Wizard" with the subtitle "Connections". The main text reads: "How did you connect your cradle/cable to your computer?". There are two radio button options: "USB" (which is selected) and "Serial Port". Next to the "Serial Port" option is a dropdown menu currently showing "COM1". At the bottom of the dialog, there are three buttons: "< Back", "Next >", and "Cancel". The "InstallShield" logo is visible in the bottom left corner.

This is the internet version of the User Manual. Print only for private use.

- After then, Select USB or the correct position of SERIAL PORT, select Next option to continue the next Installation.

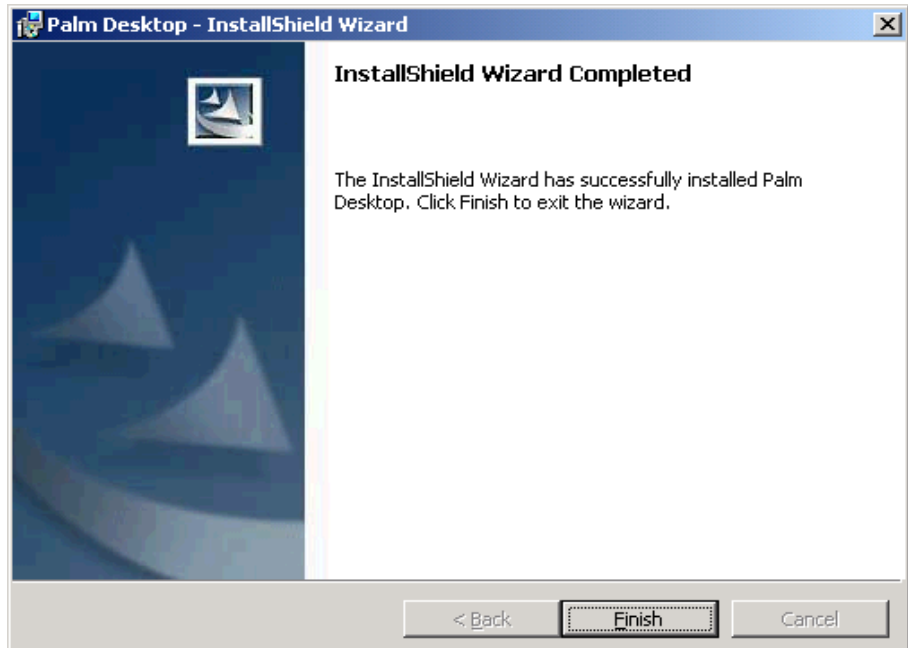


- After performed the previous steps, then select Install option, will display the next picture.

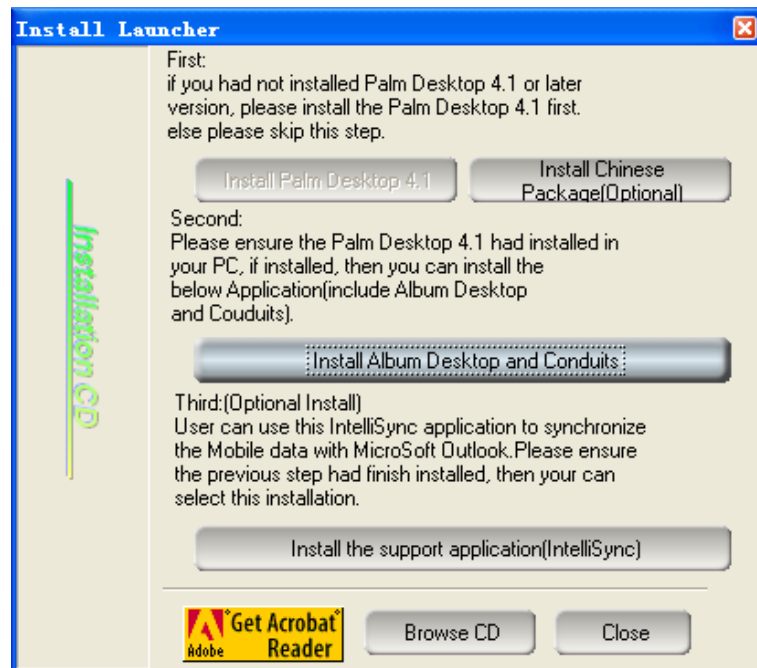


This is the internet version of the User Manual. Print only for private use.

- Then following display the next pictures, Please select Finish option.

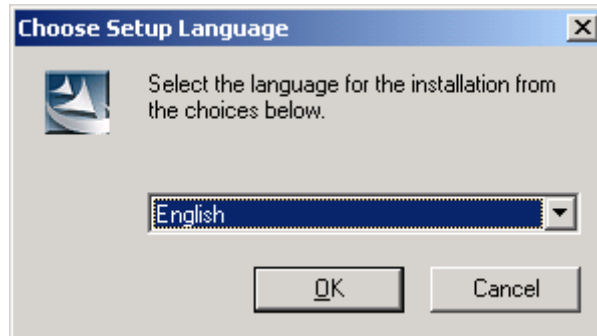


- After complete installation, will display the original picture.

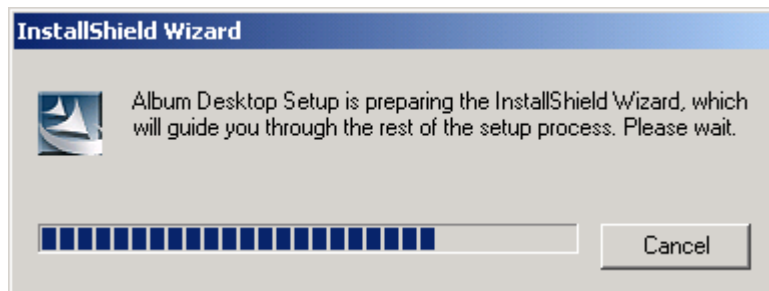


This is the internet version of the User Manual. Print only for private use.

- After complete the first step of installation, according to the panes have been displayed., then select the option of the second step of installation to continue the next Installation. After do this, will display the next picture.

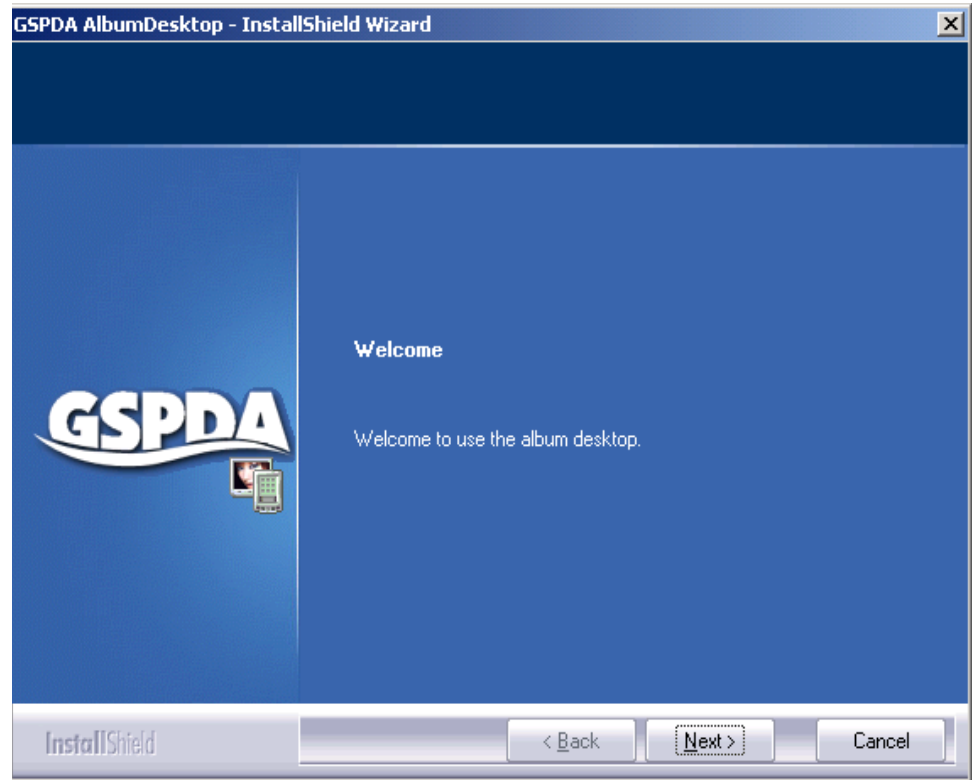


- In this step, Please select [English], then press Enter to continue installation.



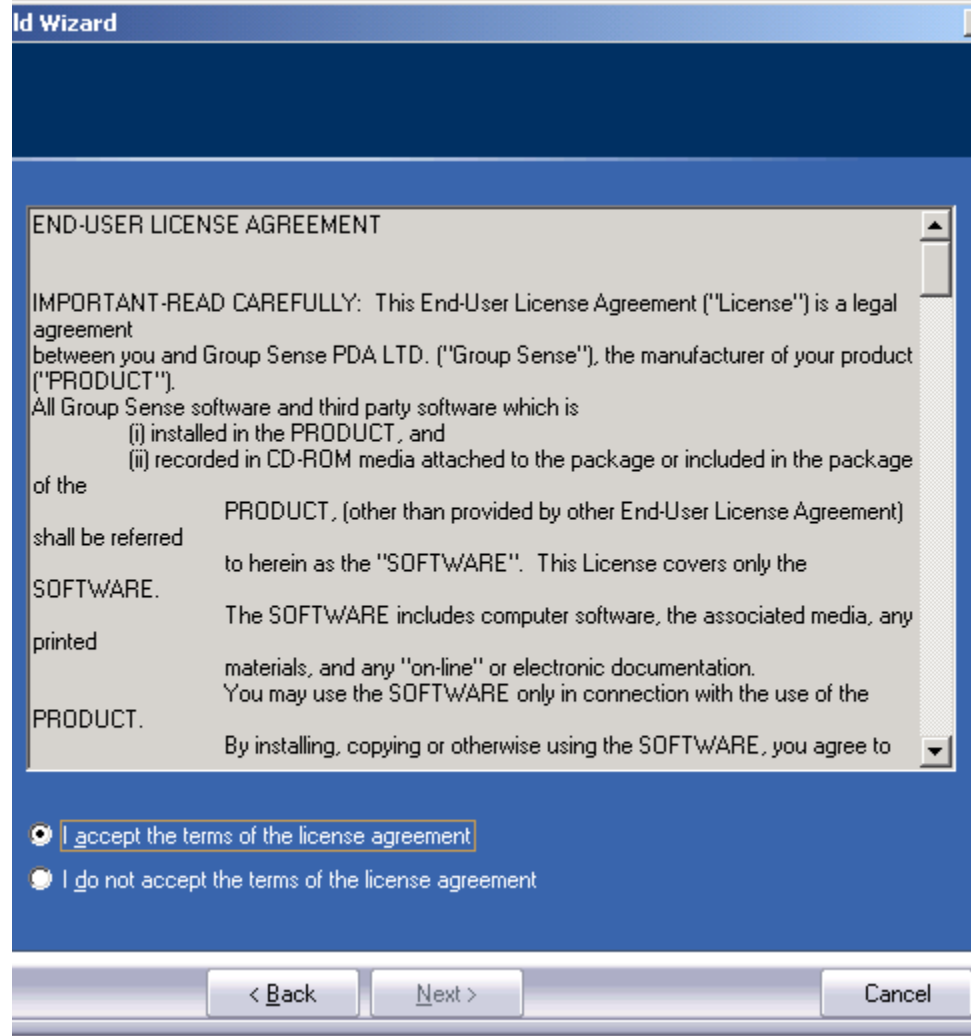
- After this step, will display the next pane.

This is the internet version of the User Manual. Print only for private use.



- After the pane had been shown, select finish, will display the next picture.

This is the internet version of the User Manual. Print only for private use.



- Then select [I accept the terms of the license agreement], Continue to select Next to install, after this installation, please enter the name and the company of user.

This is the internet version of the User Manual. Print only for private use.

Id Wizard

Please enter your name and the name of the company for which you work.

User Name:

Company Name:

< Back Next > Cancel

- After entered the name and company, select Next to continue installation.
- After installation, will display Y and X options, then please select Y to continue installation.

16

Appendix III Product Specification

CPU	Palm OS 4.1.2
CPU	Motorola DragonBall MC68VZ328 33MHz
Display	160x240 pixels, 260K # color, MD-TFD colour LCD with back light of 4 x white LED
Memory	16MB ROM 16MB SDRAM 32MB Flash (Included 22MB for user backup)
Connectivity	I/O connector (18 pins connector) - Hot Sync (USB 1.1) - Battery charging - Audio Jack
IrDA 1.1	- Covers 25 cm distance - Speed 115.2kbps
Ringtone	32 Polyphonic Melody
Camera	Image Size: CIF (320 x 240)
GSM/GPRS	E-GSM/GPRS 900 / 1800 dual band module GPRS class 10

Standby Time		850Ah	1300Ah
	Talk time*	2 hours	3 hours
	Standby time*	100 hours	150 hours

Appendix III Product Specification

This is the internet version of the User Manual. Print only for private use.

Weight Gross weight: 580 gram/set.
 Net weight: 115 gram/unit.
Dimension 100 x 49 x 21 mm

Depends on applications in use.

* Depends on usage method/network.

This is the internet version of the User Manual. Print only for private use.

Appendix IV: Care and maintenance

This unit is a product of superior design and craftsmanship and should be treated with care. Please read the suggestions below carefully, which will help you enjoy the functions of the product and its accessories longer.

- Do not dispose of batteries in a fire!
- Keep it and all its parts and accessories out of children's reach.
- Keep it dry. Precipitation, humidity and liquids that contain minerals will corrode electronic circuits.
- Do not use or store it in dusty, dirty places, which may reduce the performance of the product and cause damage.
- Do not place it in hot places. High temperatures can shorten the life of electronic devices, damage batteries and warp or melt certain plastic parts.
- Do not attempt to open it. Non-professional handling of the device may cause damage to it or even invalidate the warranty.
- Do not drop, knock or shake it. Rough handling can reduce the lifetime of the unit or cause damage.
- Do not use strong detergents, chemicals or alcohol to clean it, or use dry cloth to wipe the screen. Please wipe it with soft and slightly dampened cloth or anti-static cloth.
- If the unit, battery, charger or any accessory is not working properly, take them to your nearest authorized and qualified service center. Non-professional handling may cause great damage and invalidate the warranty.

Copyright

- Copyright © 2004 Group Sense PDA Ltd. All rights reserved.
- Palm OS and the Palm Powered logo are registered trademarks and Palm Desktop is a trademark of the Palm Trademark Holding Company, LLC. HotSync and Graffiti are registered trademarks of PalmSource, Inc. Other brands names may be trademarks of their respective owners.
- THE CHINESE HANDWRITING RECOGNITION SYSTEM IS AUTHORIZED BY HANWANG THCHNOLOGY CO., LTD.
- The manufacturer reserves the right to change the specifications without notice.

Declaration

- This User Guide is published by Group Sense PDA Ltd., without any warranty. Improvement and changes to this User Guide necessitated to typographical errors, inaccuracies of current information, or improvements to programs and/or equipment, may be made by Group Sense PDA Ltd. at any time and without notice. Such changes will, however, be incorporated into new editions of this User Guide.
- Some of the services in this User Guide are not supported by all networks. This also applies to the GSM International Emergency Number 112.
- Please contact your network operator or service provider if you are in doubt whether you can use a particular service or not.