



## **Online User's Guide**

**PCS Vision Phone  
Samsung® i500**



# Welcome to Sprint

Sprint built the largest all-PCS nationwide network with advanced multimedia services and clear calls, reaching more than 230 million people for clarity you can see and hear. We built our network to give you what we believe you really want from a wireless phone, clear sound, private conversations and time-saving features.

But with Sprint, you can do something even more far-reaching – simplify your life. Our advanced technology is designed to grow with your communications needs so that one day you'll be able to rely entirely on your PCS Phone to stay connected.

This guide will familiarize you with our technology and with your new PCS Phone through simple, easy-to-follow instructions. If you have already reviewed the Start Here Guide, which was packaged with your new phone, then you're ready to explore the advanced features outlined in this guide.

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**Note:** For the latest release of this guide, please go to <http://www.sprintpcs.com>.

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If you have not read your Start Here Guide, go to Section One - Getting Started. This section provides all the information you need to quickly activate your phone, set up your voicemail and much more. It also contains information on how to contact Sprint should you have questions about service, want to purchase additional products or services, or just to check your account balance.

Thank you for choosing Sprint.

# Introduction to this Online User's Guide

This Online User's Guide introduces you to PCS Service and all the features of your new phone. It's divided into four sections:

- ▶ **Section 1:** Getting Started
- ▶ **Section 2:** Understanding Your Phone
- ▶ **Section 3:** Using PCS Service Features
- ▶ **Section 4:** Safety and Warranty Information

Throughout the guide, you'll find tips that highlight special shortcuts and timely reminders to help you make the most of your new phone and service. The Table of Contents and Index will help you locate specific information quickly.

You'll get the most out of your phone if you read each section. However, if you'd like to get right to a specific feature, simply turn to that page. Follow the instructions in that section and you'll be ready to use your phone in no time.

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**Tip:** You can print out this guide to keep on hand or view it online. If you're viewing it online, simply click on a topic in the Table of Contents or on any page reference within a section to go directly to that topic.

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# Table of Contents

<b>Welcome to Sprint .....</b>	<b>i</b>
<b>Introduction to this Online User's Guide.....</b>	<b>ii</b>
<b>SECTION 1: Getting Started .....</b>	<b>8</b>
<b>1A.Setting Up Service.....</b>	<b>9</b>
Getting Started With PCS Service.....	10
Setting Up Your Voicemail.....	11
Getting Help .....	11
<b>SECTION 2: Understanding Your Phone .....</b>	<b>14</b>
<b>2A.Your PCS Phone: The Basics .....</b>	<b>15</b>
Front View of Phone .....	16
Viewing the Display Screen .....	20
Entering Data in the Graffiti <sup>®</sup> Writing Area of your Phone.....	21
Graffiti Writing.....	21
eZiText.....	22
Features of Your i500.....	24
Turning Your Phone ON and OFF.....	25
Software Version.....	26
Using the Battery .....	26
Connecting the Desktop Holder .....	28
Installing the i500 Installation CD Software .....	30
Displaying Your Phone Number.....	31
Making and Answering Calls.....	32
Making Calls.....	32
One-Handed Dialing .....	32
Answering Calls.....	32
Missed Call Notification.....	33
Calling Emergency Numbers.....	33
Using One/Two Touch Speed Dialing.....	34
Dialing Options.....	34
In-Call Options .....	35
End-of-Call Options.....	37

**2B. Controlling Your Phone's Settings ..... 38**

Adjusting the Phone's Volume Settings ..... 39

Ringer Types ..... 39

    Selecting Ringer Types for Voice Calls..... 39

    Selecting Ringer Types for Messages ..... 40

    Selecting a Roam Ringer ..... 40

Selecting a Tone Length..... 40

Alert Notification..... 41

Silent Mode ..... 41

Changing the Greeting..... 42

Changing the Backlight Time Length ..... 42

Changing the Display Screen..... 43

**2C. Setting Your Phone's Security..... 45**

Accessing the Security Menu..... 46

Restricting Incoming and Outgoing Calls..... 46

Locking your Phone ..... 47

Unlocking Your Phone..... 47

Changing the Lock Code..... 48

Unassign a Lock Code ..... 48

Calling in Lock Mode ..... 49

Current Privacy..... 49

Using Special Numbers ..... 49

Resetting Your Phone..... 50

**2D. Controlling Your Roaming Experience ..... 51**

Understanding Roaming ..... 52

Setting Your Phone's Roam Mode ..... 53

Controlling Roaming Charges Using Call Guard ..... 54

**2E. Application Menus and Entering Text ..... 56**

Application Launcher ..... 57

Application Categories..... 57

Applications Display ..... 59

Elements of the Application Screen ..... 59

Menus ..... 61

Online Help ..... 61

Finding Records..... 62

Sorting Records.....	62
Private Records .....	62
Attaching Notes.....	63
Choosing Fonts.....	64
Getting Application Information .....	64
Beaming Information.....	65

**2F.Managing Call History..... 66**

Viewing History.....	67
Making a Call From Call History.....	67
Saving a Phone Number From Call History.....	68
Prepending a Phone Number From Call History .....	69
Erasing Call History.....	69

**2G.Using the Address Book..... 70**

Creating an Address Book Entry.....	71
Address Details.....	73
Speed Dial.....	75
Voice Dial .....	76
Making Calls from the Address Book.....	77
Viewing Address Book Entries.....	78
Editing an Address Book Entry.....	78
Looking up an Address Book Entry.....	79
Sorting the Address Book.....	79
Beaming Address Book Entries .....	80
Address Book Menu Options.....	81

**2H.Date Book..... 83**

Scheduling Events .....	84
Scheduling Untimed Events.....	86
Rescheduling an Event.....	87
Setting an Alarm for an Event .....	88
Marking an Event as Private.....	88
Changing the Date Book View .....	89
Scheduling Repeating Events .....	92
Date Book Menus.....	94

<b>2I.Using Your Phone's Voice Services .....</b>	<b>96</b>
Using Voice-Activated Dialing.....	97
Recording Memos.....	99
<b>2J.Getting to Know the Handheld Computer .....</b>	<b>101</b>
What Is a Handheld Computer?.....	102
Tapping and Typing.....	103
Opening an Application .....	103
Customizing Your Handheld Computer.....	104
<b>2K.Entering Information into the Handheld Computer .....</b>	<b>106</b>
Using the On-Screen keyboard .....	107
Graffiti <sup>®</sup> Writing .....	108
Importing Data.....	115
<b>2L.Expense Manager .....</b>	<b>117</b>
Creating Expense Items.....	118
Changing the Expense Date.....	119
Entering Receipt Details.....	120
Entering the Expense Type Automatically .....	121
Expense List Display Options .....	122
Changing Currency and Symbol Display.....	123
Sending Data to Microsoft <sup>®</sup> Word <sup>®</sup> or Excel <sup>®</sup> .....	124
Expense Menus .....	125
<b>2M.Memo Pad .....</b>	<b>126</b>
Creating a New Memo .....	127
Choosing a Memo Category.....	127
Making a Memo Private.....	128
Reviewing or Editing Memos.....	129
Sorting Memos.....	129
Deleting a Memo .....	130
Beaming a Memo .....	130
Memo Pad Menus.....	131
<b>2N.To Do List .....</b>	<b>132</b>
Creating a To Do List Item.....	133
Setting Priorities .....	134
Checking OFF To Do List Items .....	135

Changing Priorities and Due Dates .....	135
Deleting a To Do List Item .....	137
Displaying Completed and Due Items.....	137
To Do Menus.....	138
<b>20. Calculator.....</b>	<b>139</b>
Opening the Calculator .....	140
Using the Calculator Buttons.....	140
Displaying Recent Calculations.....	141
<b>2P. Managing Handheld Computer Software.....</b>	<b>143</b>
Applications Launcher.....	144
Installing Palm OS <sup>®</sup> Applications .....	146
Deleting Handheld Computer Applications .....	147
Checking Memory Usage.....	148
Beaming Capabilities .....	148
<b>2Q. HotSync<sup>®</sup> Operations.....</b>	<b>151</b>
HotSync <sup>®</sup> Manager and Technology .....	152
Performing Your First HotSync Operation .....	152
Creating a User Profile .....	154
Performing a Local HotSync <sup>®</sup> Operation.....	155
Selecting HotSync Setup Options.....	155
Customizing the HotSync <sup>®</sup> Operation.....	156
Performing a HotSync <sup>®</sup> Operation via a Network .....	157
Using File Link.....	158
IR HotSync <sup>®</sup> Operations.....	159
Performing an IR HotSync <sup>®</sup> Operation .....	161
Changing the Plugin Screen.....	162
<b>2R. Troubleshooting .....</b>	<b>163</b>
Troubleshooting .....	164
Resetting Your Handheld .....	164
Tips .....	166
Removing the i500 from the Desktop Holder .....	166
Internal/External Battery Charge.....	166
Screen Calibration .....	167
HotSync <sup>®</sup> to Save Current Settings .....	167

Common Problems .....	169
HotSync .....	169
Fatal Errors.....	173
USB Problems .....	174
Resetting the i500 .....	175
Operating Systems .....	176
Palm OS <sup>®</sup> Applications.....	178
Using your i500 with the PCS Business Connection Palm OS Client.....	179
Battery.....	179

## **SECTION 3: Using PCS Service Features ..... 180**

### **3A.PCS Service Features: The Basics ..... 181**

Using Voicemail.....	182
Setting Up Voicemail .....	182
Knowing When You Have Messages.....	182
New Voicemail Message Alerts.....	182
Retrieving Your Voicemail Messages .....	183
Clearing the Voicemail Message Icon .....	184
Text Messaging.....	184
Deleting All Messages.....	184
Signing Up for Updates .....	184
Viewing Pictures.....	185
Using Caller ID .....	185
Responding to Call Waiting.....	186
Three-Way Calling.....	186
Forwarding Your Calls.....	187

### **3B.PCS Vision<sup>SM</sup> ..... 188**

Browsing the Web on Your Phone.....	189
Launching the Web .....	189
Your User Name .....	189
Net Guard.....	190
Browsing the Web .....	190
PCS Business Connection <sup>SM</sup> Personal Edition .....	193
PCS Vision FAQs.....	194

### **3C.PCS Voice Command<sup>SM</sup> ..... 196**

Getting Started With PCS Voice Command.....	197
Creating Your Own Address Book .....	197
Making a Call With PCS Voice Command.....	198
Accessing Information Using PCS Voice Command .....	198

**SECTION 4: Safety Guidelines and  
Warranty Information ..... 199**

**4A.Safety ..... 200**

Getting the Most Out of Your Reception.....	201
Maintaining Safe Use of and Access to Your Phone .....	202
Caring for the Battery .....	205
Acknowledging Special Precautions and the FCC Notice.....	206
Owner's Record.....	208
User Guide Proprietary Notice.....	208

**4B.Manufacturer's Warranty..... 209**

Manufacturer's Warranty.....	210
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**Index ..... 213**

## Section 1

# Getting Started

## Setting Up Service

### In This Section

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- ▶ **Getting Started With PCS Service**
  - ▶ **Setting Up Voicemail**
  - ▶ **Getting Help**
- 

This section walks you through the basics of setting up service for your PCS Phone, including unlocking and activating your phone, setting up your voicemail and how to contact Sprint for assistance with your PCS Service.

# Getting Started With PCS Service

## Determine If Your Phone Is Already Activated

If you received your phone in the mail or purchased it at a Sprint Store, it probably has been activated. All you need to do is unlock your phone.

If your phone is not activated, please refer to the Start Here Guide included with your phone.

## Unlocking Your Phone

Follow these steps to unlock your phone:

1. Press and hold  to turn the phone on.
2. The System Lockout screen is displayed.
3. Enter your four-digit lock code using the on screen keyboard or Graffiti writing area.

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**Tip:** If you can't recall your lock code, try using the last four digits of either your Social Security number or PCS Phone Number or try 0000. If none of these work, call PCS Customer Solutions at 1-888-211-4PCS (4727).

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## Activating Your Phone

To activate your phone, follow the directions in the Start Here Guide that was included with your phone. Or visit <http://activate.sprintpcs.com> and activate your phone online.

## Setting Up Your Voicemail

All unanswered calls to your PCS Phone are automatically transferred to voicemail, even if your phone is in use or turned off. Therefore, you will want to set up your voicemail and personal greeting as soon as your PCS Phone is activated.

To set up voicemail:

1. From the Phone main menu, tap .
2. Select **Messages** and tap **Voicemail**.
3. The Voicemail screen is displayed.
4. Tap the **Listen** button.
5. Follow the message prompts to setup your voicemail.

Or:

1. Press and hold  to connect to voicemail.

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**Note:** The voicemail setup process may vary in certain Affiliate areas.

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## Getting Help

### Visit Our Website

Stop by [www.sprintpcs.com](http://www.sprintpcs.com) to get up-to-date information on PCS Services, options and more.

You can also:

- ▶ Review coverage maps
- ▶ Learn how to use voicemail
- ▶ Access your account information
- ▶ Purchase accessories
- ▶ Add additional options to your service plan
- ▶ Check out frequently asked questions
- ▶ And more

## Reaching PCS Customer Solutions

You can reach PCS Customer Solutions by:

- ▶ Pressing   on your PCS Phone.
- ▶ Signing on to your account at <http://www.sprintpcs.com>.
- ▶ Calling us toll free at 1-888-211-4721 (Consumer Customers), 1-877-CLEARPY (253-2779) (Clear Pay Customers) or 1-888-788-4727 (Business Customers)
- ▶ Writing to us at PCS Customer Solutions, P.O. Box 8077, London KY, 40742.

## Receiving Automated Invoicing Information

For your convenience, your phone gives you free access to invoicing information on your PCS Account. This information includes balance due, payment received, invoicing cycle and the amount of minutes used since your last invoicing cycle. Follow these steps to access this information:

- ▶ Press   .

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**Note:** This service may not be available in all Affiliate markets.

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## PCS Directory Assistance

PCS Directory Assistance provides a variety of services, including residential, business and government listings; assistance with local or long-distance calls; movie listings; hotel, restaurant and shopping information and major local event information. There is a per call charge and you will be billed for airtime.

- ▶ Press    .

## PCS Operator Services

PCS Operator Services can provide assistance in placing collect calls or calls billed to a local telephone calling card or a third party.

- ▶ Press  .

For more information or to see the latest in products and services, visit us online at [www.sprintpcs.com](http://www.sprintpcs.com).

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**Note:** PCS Operator Services may not be available in all Affiliate markets.

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## Section 2

# Understanding Your Phone

## Section 2A

# Your PCS Phone: The Basics

### In This Section

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- ▶ **Front View of Phone**
  - ▶ **Viewing the Display Screen**
  - ▶ **Features of Your Phone**
  - ▶ **Turning Your Phone On and Off**
  - ▶ **Using the Battery and Charger**
  - ▶ **Installing the Software from the Installation CD**
  - ▶ **Displaying Your Phone Number**
  - ▶ **Making and Answering Calls**
- 

Your PCS Phone is packed with features that simplify your life and expand your ability to stay connected to the people and information that are important to you. This section will guide you through the basics of your phone and you'll be on your way to using it in no time.

# Front View of Phone



- 1. Speaker:** The speaker allows you to hear the other caller.
- 2. Position Location Indicator:** This icon is displayed when the Position Location feature is enabled on your phone.
- 3. Signal Strength Indicator:** This icon represents the signal strength by displaying bars. The more bars displayed, the better the signal strength.
- 4. Date Book:** Automatically launches the Date Book and allows you to schedule an event.
- 5. Address Book:** Automatically launches the Address Book and allows you to save names, addresses, phone numbers, email addresses, and other information about your personal or business contacts.
- 6. Application Launcher:** The Application Launcher displays the icons of the applications loaded on your phone.
- 7. Volume Up/Down Key:** Adjust the ringer volume in standby mode. Adjust the voice volume during a call. Volume Keys also mute the ringer during an incoming call. Moves page to page in Palm OS<sup>®</sup> applications.
- 8. Menu Launcher:** The Menu Launcher displays the menu options associated with the screen that is displayed on the phone.
- 9. Up/Down Scroll Keys:** Allows you to scroll up or down or to choose different options in applications.
- 10. OK Key:** Pressing the OK key accepts the highlighted choice when navigating through the menu.
- 11. TALK Key:** Place or receive a call. In standby mode, tap the key once to display the call log. If you press and hold the key down, you will dial the last number in the call log.
- 12. Menu Key:** Pressing this key will automatically display the Menu options associated with the screen displayed on the phone.
- 13. Headset Jack:** (located in the bottom left side of the phone below the Menu key.) Allows you to plug in an optional headset for safe, convenient hands-free conversations.

- 14. Microphone:** The Microphone allows the other caller to hear you clearly when you are speaking to them.
- 15. Reset:** To perform a soft reset, unscrew the stylus and press the reset button located in the bottom right corner of your phone.
- 16. Numeric Keypad:** Use these keys to enter numbers, letters, and characters.
- 17. END/Power Key:** Press and hold this button to power on or off the phone. Press once briefly to end a call.
- 18. Back Key:** Press the back key once to delete the last number or press and hold to delete all the numbers. Press the back key to go to the last menu when not in text mode.
- 19. Graffiti Text/Numeric Area:** This area is used to enter alphanumeric characters by writing in the graffiti area or by tapping the “a” or “1” icons to display the on-screen keyboard.
- 20. Find:** Tap this icon to display the Find dialog box. Enter the search criteria using the on-screen keyboard or by writing in the graffiti area.
- 21. Calculator:** Tap this icon to launch the calculator application.
- 22. Message Screen:** Automatically launches the Messages screen to access any voicemail or page/text messages.
- 23. Web Launcher:** Automatically launches the Web browser.
- 24. Main Application Screen:** Displays all the application icons or phone related screens associated with your phone.
- 25. Submenu Area:** Displays any other submenus associated with the display.
- 26. Battery Indicator:** The battery indicator displays the amount of remaining battery charge left in your phone. When the battery icon displays three bars, the phone’s battery is fully charged. When it is clear, the phone’s battery is completely discharged.
- 27. Ringer Indicator:** This icon indicates that the ringer  or vibration  is selected.



- 1. Antenna:** The antenna allows you to send and receive calls and information while using your phone.
- 2. Infrared Port (IR):** This option allows the handheld computer to accept information from another IR device through the use of beaming.
- 3. Stylus:** The stylus acts like a mouse when navigating through the phone. Use it to touch the screen to select the desired function and to enter alpha or numeric characters in the Graffiti area.
- 4. LED Indicator:** The LED is used to notify you that there is a new message waiting or that a new call is incoming.
- 5. Rear Speaker:** The rear speaker is used for playing ringers, alerts, and system sounds.
- 6. Power /Accessory Interface Connector:** This connector is used to connect power and any available accessory cables to your phone.

# Viewing the Display Screen

## Main LCD

This list identifies the symbols you'll see on your main LCD screen.

-  Displays your current signal strength. The more lines you have, the stronger your signal.
-  Means your phone cannot find a signal.
-  Tells you a call is in progress.
-  Indicates you are "roaming" off the PCS Nationwide Network.
-  Indicates you have voicemail, text, numeric pages, or PCS Web Alert messages waiting. Tap  and select "Messages" to view pending voicemail and text messages or tap and hold  to dial voicemail box.
-  Indicates that your phone's data connection is active.
-  Indicates that your phone's data connection is dormant or inactive.
-  Indicates that you are receiving information.
-  Indicates that you are sending information.
-  Indicates your phone is in vibrate mode.
-  Shows your current battery charge strength. (Icon shown fully charged.)
-  Indicates that position location is active.
-  Indicates that position location is inactive.
-  Indicates that TTY option is On.
-  Indicates that the ringer is turned Off.

## Entering Data in the Graffiti® Writing Area of your Phone

Using the On-screen Keyboard:

1. Open an application that requires data entry.
2. Tap “a” for alpha, or “1” for a numeric keyboard in the graffiti area.
3. The on-screen keyboard is displayed. Use the stylus to tap the desired keys.
4. Tap **Done** when finished.



## Graffiti Writing

Graffiti is the method used to enter characters and symbols into the handheld computer. Use the stylus in the Graffiti writing area to enter characters on the display. To create letters, use the left side. For numbers, use the right side.

To learn more about Graffiti, and to practice entering characters:

1. From the applications screen, tap the Graffiti Icon .
2. Follow the instructions on the screen.
3. When finished, tap **Done**.

## eZiText

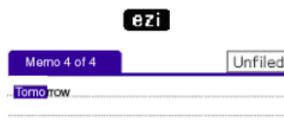
eZiText is a predictive text input system that allows you to enter complete words using very few key strokes. When using the eZiText text input system, upon pressing a few keys several words are displayed as possible matches to the word being entered. If the word is matched, it can be selected. If the word does not match, you can continue to enter the word using the keypad until a match is found. If you enter letters for a word with no matches found, you can add the word to a dictionary which allows eZiText to display the word as a possible choice the next time you are using the system. eZiText can be used to enhance any application that requires text input. Some of the applications that eZiText is used in on the i500 are shown below.



### Entering Words Using eZiText

To type the word “tomorrow”:

1. Open the desired text entry application (For example, Memo.).
2. Press and hold **#Space** to display the eZiText screen.
3. Select the eZiText box and then tap **OK**.
4. Press **8TUV** **6MNO** **6MNO** **6MNO**.
5. The word “tomorrow” is displayed. Press **OK** to place the completed word.

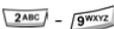


## eZiText Dictionary

A custom dictionary can be created that holds up to 400 different words. If the default eZiText database does not contain a word, it can be added to the dictionary for future use. When the word is not found, a message is displayed with a single tone notifying you that a custom word can be entered using the standard text input mode.

### Key Assignments of eZiText

The following key assignments are available in eZiText on the i500:

Key	Press Once	Press and Hold
	Enter letters for word prediction in eZiText.	Enters the numeric digits "2-9".
	Enters punctuation.	Enters the numeric digit "1".
	Views the next word candidate in eZiText prediction mode or enters the digit "0" in alpha mode	Enters the numeric digit "0".
	Scroll up or down through predicted word Candidates	n/a
	Confirm predicted word candidate.	n/a
	Delete key sequence.	n/a
	Input Mode. Each press will advance to the following mode: <ol style="list-style-type: none"><li>ezi lower case</li><li>Ezi Title case</li><li>EZL Upper case</li><li>1,2,3 Digital</li><li>R Symbol mode</li></ol>	n/a

Key	Press Once	Press and Hold
	Enters a space.	Pop-up eZiText option menu.

## Using the Applications Launcher

The Application Launcher displays the icons of the applications loaded on your handheld computer. Any application can be started by going to the Application Launcher. Simply tap the Application Launcher icon  and the main menu is displayed.

## Features of Your i500

Congratulations on the purchase of your PCS Vision Phone (Samsung® i500). This phone is lightweight, easy-to-use, reliable and offers many significant features and service options:

- ▶ Tri-Mode capability provides access to other PCS digital and analog networks where Sprint has implemented roaming agreements (page 54).
- ▶ A Complete Palm Powered™ color screen.
- ▶ Software included in this package helps you stay organized and up-to-date by synchronizing the Palm™ Date Book, Address Book, To Do List and Memo Pad with the Microsoft® Outlook® default Calendar, Contacts, Tasks, and Notes folders.
- ▶ 162x176 pixel full color graphic LCD display.
- ▶ Polyphonic ringers for enhanced more realistic and rich sounding ringers.
- ▶ GPS position location enabled.
- ▶ The Blazer browser can access most Internet sites in full HTML color.
- ▶ PCS Vision<sup>SM</sup> provides access to the wireless Internet in digital mode.
- ▶ PCS Voice Command<sup>SM</sup> lets you dial phone numbers by speaking someone's name.
- ▶ The date book allows you schedule important events.
- ▶ Each phone book entry can store up to five phone numbers.

# Turning Your Phone ON and OFF

## Turning Your Phone ON

Press  for a few seconds. The phone will display “Powering On” until it locates a signal, then it will automatically enter standby mode — the phone’s idle state. At this point, you’re ready to begin making and receiving calls.

If your phone is unable to find a signal after 15 minutes of searching, a Power Save feature is automatically activated. When a signal is found, your phone automatically returns to standby mode.

In Power Save mode, your phone searches for a signal periodically without your intervention. You can also initiate a search for PCS Service by pressing any key (when your phone is turned ON).

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**Tip:** The Power Save feature helps to conserve your battery power when you are in an area where there is no signal.

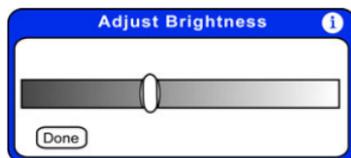
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## Turning Your Phone OFF

Press  for a few seconds until you see “Powering off...” on the display screen.

## Adjusting the Brightness

1. To adjust the brightness from the PDA menu, tap the brightness icon  located in the upper right corner of the alpha Graffiti writing area.
2. Use the slider to adjust the desired brightness level. Tap **Done** to save and exit.



## Application Buttons

The four buttons located on the bottom of your phone under the LCD screen are called Application Buttons. By default, the following applications are launched when they are pressed:

- ▶ Address Book 
- ▶ Date Book 
- ▶ Web Browser 
- ▶ Messages 

## Scroll Buttons

The Up/Down buttons located below the Graffiti area allows you to scroll up or down on the screen.

## Software Version

The hardware and software version of the phone can be accessed by displaying the phone info dialog box.

### To Display the Phone Info Dialog box

1. From the phone menu, tap the Menu Launcher icon. 
2. Select the **Options** menu and tap **Phone Info**.

## Using the Battery

### Battery Capacity

Your PCS Phone is equipped with a Lithium Ion (LiIon) battery. It allows you to recharge your battery before it is fully drained. The battery provides approximately 4.2 hours of continuous digital talk time (1 hour in analog) or approximately 250 hours of continuous digital standby time (15 hours in analog).

When the battery reaches 5% of its capacity, the battery icon blinks. When there are approximately two minutes of talk time left, the phone sounds an audible alert every 30 seconds and then powers down.

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**Note:** Long backlight settings, searching for service, vibrate mode and browser use affect the battery's talk and standby times.

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**Tip:** Be sure to charge your phone's battery and watch your indicator to ensure your levels are okay.

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### **Installing the Battery**

1. Place the battery on the back of the phone, making sure that the plastic tabs are aligned with the corresponding holes in the phone.
2. Gently slide the battery up until it snaps into place.

### **Removing the Battery**

To remove your battery for charging or for another reason, follow these easy steps:

1. Make sure the power is off so that you don't lose any stored numbers or messages.
2. Press the battery release latch and slide the battery down.

### **Charging the Battery**

Keeping track of your battery's charge is important. If your battery level becomes too low, your phone automatically turns off and you'll lose everything you were just working on. For a quick check of your phone's battery level, glance at the battery charge indicator located in the upper-right corner of your phone's display screen. If the battery charge is getting too low, the battery icon (  ) blinks and the phone sounds a warning tone.

There is also an internal backup battery that saves all the settings in the phone when the regular battery is discharged. An internal backup battery needs to be charged initially for 24 hours. To make sure the internal battery is charged, do not disconnect the main battery from the phone for 24 hours.

---

**Note:** The internal battery will maintain data for 15 hours.

---

Always use a Sprint-approved desktop holder, travel charger or vehicle power adapter to charge your battery.

---

**Warning!** Using the wrong battery charger could cause damage to your phone and void the warranty.

---

It is vital that you use only the Sprint-approved desktop holder specifically designed for your phone. Use of unauthorized accessories could damage your phone and invalidate your warranty.

To use the desktop holder provided with your phone:

1. Plug the adapter in the wall and set the phone in the cradle.
  - ▶ A **red light** on the holder lets you know the battery is charging.
  - ▶ A **green light** lets you know that the battery is at least 90 percent charged.
  - ▶ A **yellow light** indicates that the battery is operating at a temperature that is too high or low, or that the holder is not plugged in correctly. Please check the holder and the battery.

It takes about 4 hours to fully recharge a completely rundown battery.

## Connecting the Desktop Holder

Your package includes a desktop holder for charging the battery and synchronizing the PCS Phone with a desktop or laptop computer. If you do not plan to synchronize the PCS Phone with a desktop computer, the desktop holder can be used as a battery charger only when the travel adapter is plugged into the desktop holder to supply the power needed to charge the battery. Once the desktop holder is connected to the travel adapter, the battery charger is fully functional. The desktop holder was designed especially for the i500. No other devices can be used.

## Removing the i500 from the Desktop Holder

To remove the i500 from the desktop holder, pull the handset **towards you** and then pull out. DO NOT pull straight up, or damage to the power connector on the bottom of the holder may occur. See the illustration below for proper removal.



---

**Note:** Before you connect the i500 to the desktop/laptop computer, make sure you install the i500 software drivers from the installation CD.

---

## PC System Requirements for the Palm™ Desktop Software

To install and operate correctly, the Palm™ software must have the following resources:

- ▶ Windows® 95, 98, ME, NT, XP, or 2000
- ▶ IBM-compatible 486 or higher computer
- ▶ 8 MB of RAM minimum, 16 MB recommended
- ▶ 20 MB of disk space
- ▶ VGA or better monitor
- ▶ CD-ROM drive
- ▶ Mouse
- ▶ One available USB port

# Installing the i500 Installation CD Software

## Installing the i500 USB Drivers, Palm™ Desktop, and Pocket Mirror Applications

1. Insert the i500 Installation CD into your CD-ROM drive and wait for the **Welcome** screen to display.



2. Click the **Basic Install** button.
3. Read the installation instructions and click on the **Install** button.
4. Follow the onscreen prompts to continue the installation process.
5. When the Select Software screen is displayed, the following software options are available:
  - ▶ **USB Drivers** - Installs the USB Drivers which are required to perform the HotSync operations with your i500.
  - ▶ **Palm Desktop Ver. 4.1** - Installs the Palm Desktop software which is required to perform HotSync operations with your i500.
  - ▶ **Pocket Mirror Ver. 3.1.3 Std Edition** - This software allows you to synchronize your Microsoft Outlook information when you perform a HotSync operation.
6. Select the desired software and click the **Next** button.
7. Follow the onscreen prompts to continue the installation process.
8. Click the **Finish** button to restart your computer.

## Connecting the Desktop Holder to a Desktop Computer

1. Once the software has been installed and your computer is completely rebooted, plug in the desktop holder's A/C plug to a standard wall outlet.
2. Place the i500 into the desktop holder. A light should be displayed on the front of the holder to indicate that the battery is charging.

---

**Note:** There should also be a lightning bolt icon displayed across the battery icon on the phone to indicate that the battery is charging.

---

3. Connect the USB cable from the desktop holder to an available port on your PC. A series of driver messages are displayed on screen.
4. Press the HotSync button on the holder to initiate the first HotSync operation.

---

**Note:** Performing a HotSync operation by pressing the button on the Desktop Holder requires power from the Travel Charger. The Travel Charger plugs into the side Desktop Holder. Make sure that the Travel Charger is plugged into a wall outlet and then connected to the Desktop Holder. A HotSync operation can still be performed from the device using the HotSync screen. For more information on performing a HotSync from the device, see page 151.

---

## Displaying Your Phone Number

Just in case you forget your phone number, your PCS Phone can remind you.

To display your phone number:

1. From the phone idle screen, tap  for **Main Menu**.
2. Tap **Options** and select **Preferences**.
3. Tap **Display**.
4. Tap **Screen**.
5. Select the drop down arrow next to greeting and select **My Phone Number**.

# Making and Answering Calls

## Making Calls

Your PCS Phone offers many different ways to make calls, including PCS Voice Command<sup>SM</sup> (page 197), Speed Dialing (page 34) and using Call History (page 66).

To make a call using your keypad:

1. Make sure your phone is on. To power on, press and hold .
2. Enter a phone number. (If you make a mistake while dialing, tap  to erase one digit at a time. Tap and hold  to erase the entire number.)
3. Press . (To make calls when you are roaming and Call Guard is enabled, press  to acknowledge roaming rates. (See "To Place Roaming Calls With Call Guard On:" on page 54.)
4. When you're finished, press .

---

**Tip:** When making calls off the enhanced Sprint Nationwide PCS Network, always dial using 11 digits (1 + area code + phone number).

---

## One-Handed Dialing

One-handed dialing allows you to make a call while using just one hand.

To make a call:

1. Press the **Address book** button .
2. Press the **Navigation** key up or down to highlight the desired address book entry.
3. Press  to dial the number.

## Answering Calls

1. Make sure your phone is on. If your phone is off, incoming calls go to voicemail.
2. To answer an incoming call, press . Depending on your settings, your PCS Phone notifies you of incoming calls in the following ways:
  - ▶ The phone rings or vibrates.
  - ▶ The LED flashes.

- ▶ The backlight illuminates.
- ▶ If available, the phone number of the caller is displayed.
- ▶ If the phone number is in your Internal Phone Book, the Phone Book entry's name is displayed.

You can also press:

- ▶  to **Silence Ringer**.

Depending on your settings, you may also answer incoming calls simply by opening the phone or by pressing any digit. (To answer a call when you are roaming and Call Guard is enabled, you must press , to answer the call. (See "To Place Roaming Calls With Call Guard On:" on page 54.)

**Note:** If your phone is off, incoming calls go directly to voicemail.

3. To disconnect the call, tap .

## Missed Call Notification

When an incoming call is not answered, the number of missed calls along with the last caller's phone number is displayed on the screen.

To display the Missed Call log to view the last 20 missed calls:

1. From the phone idle screen, tap  for **Main Menu**.
2. Tap **Calls** and select **Missed**.
3. Press the navigation key up or down to select the desired missed call.
4. Tap **Details** to view the missed call information.

## Calling Emergency Numbers

You can place calls to 911 (dial   , and tap , even if your phone is locked or your account is restricted.

## Using One/Two Touch Speed Dialing

With this feature, you can automatically call Speed Dial entries using one key for locations 2-9 or two keys for locations 10-99.

To use **One-Touch Dialing** for Speed Dial locations 2-9:

- ▶ Press and hold the appropriate key for a few seconds. The display confirms that the number has been dialed when it shows “Connecting”.

To use **Two-Touch Dialing** for Speed Dial locations 10-99:

1. Press the first digit.
2. Press and hold the second digit for a few seconds. The display confirms that the number has been dialed when it shows “Connecting”.

## Dialing Options

Dialing options are displayed when you enter numbers using the keypad and then tap .

To select an option, highlight it and press .

- ▶ **Talk** is used to dial the phone number. (If you are roaming and have the Call Guard feature activated, you must tap . See “To Place Roaming Calls With Call Guard On:” on page 54.)
- ▶ **Abbreviated Dial (Four Digits Only)** is used to enter up to four numbers and then dial the corresponding number in the abbreviated dial list. The numbers must be set up in the dial list before this feature will work.
- ▶ **Address Search** is used to match the numbers entered to an address book entry.
- ▶ **Hard Pause** is used to insert a hard pause.
- ▶ **Time Pause** to insert a 2-second pause.
- ▶ **DTMF (Dual Tone Multi Frequency) Tones:** This option allows you to transmit the DTMF tones of your phone. DTMF tones are used to control electronic menus, such as voicemail or banking services.
- ▶ **Save** to save the phone number in your Internal Phone Book.

## In-Call Options

During a call, your phone can display other menu options in addition to the main menu.

To select an option, tap  during a call.

- ▶ **All, Outgoing, Incoming, Missed** is used to display all, outgoing, incoming, or missed call log entries.
- ▶ **Address** opens the address book.
- ▶ **Address Search** opens the search dialog box. This allows you to search by number, name, or company in the address book.
- ▶ **DTMF Tones** transmits the tones to the electronic device requiring the inputs.
- ▶ **Record** is used to record a caller. This is a good option for remembering phone numbers, addresses, etc.
- ▶ **Mute** or **Unmute** Select **Mute** to mute your phone's microphone. Select **Unmute** to reactivate the microphone.
- ▶ **Activate Key Tones** activates the key tones so they can be heard by the other caller.

### Record

The record option can be used to record a conversation. This is a good option for remembering phone numbers, addresses, etc.

To record:

1. Place a call to the desired party.
2. Tap  and select the **Call** menu.
3. Tap **Record**. You can record up to 1.4MB of information. To pause recording, press . To start recording again, press .
4. Enter a title and tap **Done**.
5. Press  once to return to the phone main menu.

## Mute

1. Place a call to the desired party.
2. Tap  to display the In Call menu.
3. Tap **Mute** to mute your voice. Tap **Unmute** to un-mute your voice.

---

**Tip:** You can also press  to mute during a call.

---

## Deactivate Key Tones

This option disables the key tones when a key on the phone is tapped. With the key tones on, the caller can hear you dial if you are performing another function. An example would be if you wanted to save a phone number while talking on the phone.

1. Place a call to the desired party.
2. Tap  and select the **Call** menu.
3. Tap **Deactivate Key Tones**.

## DTMF Tone

This option allows you to transmit the DTMF tones of your phone. DTMF tones are used to control electronic menus, such as voicemail or banking services.

To register DTMF Numbers:

1. In the Phone main menu, tap .
2. Tap **DTMF Tones** from the Calls menu.
3. Tap the **New** button.
4. Enter the desired number and tap **Done**.

To use this option:

1. Place a call to the desired party.
2. Tap  to display the In Call menu.
3. Tap **DTMF Tones**.
4. Select the desired tone option from the list.
5. Tap one of the following:
  - ▶ **Send** - Sends the tones
  - ▶ **Done** - Exits the DTMF screen
  - ▶ **New** - Creates a new DTMF tone sequence.

## End-of-Call Options

After receiving or making a call, the phone number and duration of the call are displayed for 10 seconds. During that time you can save the number to the address book.

To save the entry:

1. Before the duration screen stops flashing, press .
2. To add the number to an existing address book entry, tap the check box next to **Add to existing entry**.
3. Tap **Save**.
4. The Address Book new entry screen is displayed. Enter all the desired information and tap **Done**.

---

**Note:** The End-of-Call options are not displayed for calls identified as Unknown or Restricted.

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## Section 2B

# Controlling Your Phone's Settings

### In This Section

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- ▶ **Volume Settings**
  - ▶ **Ringer Types**
  - ▶ **Selecting Tone Length**
  - ▶ **Alert Notification**
  - ▶ **Silent Mode**
  - ▶ **Changing the Greeting**
  - ▶ **Changing the Backlight Settings**
  - ▶ **Changing the Display Screen**
  - ▶ **Screen Savers**
  - ▶ **Changing the Contrast**
- 

**T**his section describes how you can change your phone's settings to best suit your requirements. Take a few moments to review these options and add or adjust the settings that are right for you.

## Adjusting the Phone's Volume Settings

To adjust the ringer or key beep volume:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Preferences**.
3. Tap **Sounds**.
4. Tap **Volume**.
5. Select the desired level for the Ringer, Speaker, and Key Tone by tapping the level boxes.
6. When finished, tap **Done**.

---

**Tip:** You can adjust the ringer volume in standby mode or the earpiece volume during a call by using the volume keys on the side of your phone.

---

## Ringer Types

Ringer types help you identify incoming calls and messages. You can assign ringer types to individual phone book entries (see "Special Ringer" on page 74), types of calls and types of messages.

- ▶ **Ring Tones** include a variety of standard ringer types.
- ▶ **Melodies** includes a variety of standard musical melodies.
- ▶ **Vibrate** alerts you to calls or messages without disturbing others.

## Selecting Ringer Types for Voice Calls

Your PCS Phone provides a variety of ringer options which allow you to customize your ring and volume settings.

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**Note:** Ringers 1-3 are traditional type ringers

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To select a ringer type for voice calls so you recognize when a certain type of call is coming in by the ringer:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Preferences**.
3. Tap **Sounds**.
4. Tap **Type**.

5. Tap the arrows to the left or right of the different ringer categories to preview the ringers.
6. Tap **Done** when finished.

## Selecting Ringer Types for Messages

To select a ringer type for messages:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Preferences**.
3. Tap **Sounds**.
4. Tap **Type**.
5. Tap the arrows to the left or right of **Voicemail** or **Messages** to preview the ringers.
6. Tap **Done** when finished.

## Selecting a Roam Ringer

To select a ringer type for incoming roaming calls:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Preferences**.
3. Tap **Sounds**.
4. Tap **Type**.
5. Tap the down arrow next to **Roam Ringer** for the following choices:
  - ▶ **Normal** - If this option is selected, the ringer selected for “With Caller ID” is played whenever a roaming call is received.
  - ▶ **Distinctive** - If this option is selected, a unique unassigned ringer is played whenever a roaming call is received.

## Selecting a Tone Length

Longer tone lengths may be better for tone recognitions when dialing some voicemail or other automated systems.

To select a tone length:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Preferences**.
3. Tap **Sounds**.

4. Tap **Tone**.
5. Tap the drop down arrow next to Tone Length and select **Short** or **Long**.
6. Tap **Done** when finished.

## Alert Notification

To enable or disable alert sounds:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Preferences**.
3. Tap **Sounds**.
4. Tap **Tone**.
5. Tap the box next to each to enable or disable:
  - ▶ **Minute Beep** - A short beep is sounded every minute the call is connected.
  - ▶ **Service Area** - A beep is heard whenever you enter or leave your service plan coverage area.
  - ▶ **Connect Tone** - A tone is heard when the call is connected.
  - ▶ **Signal Fade Tone** - A beep is heard when the signal is lost or faded during a call.
6. Tap **Done** when finished.

## Silent Mode

There may be times when you need to silence your phone entirely. The phone's Silent Mode allows you to mute all sounds without turning your phone off.

To change your phone's Silent Mode:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Preferences**.
3. Tap **Sounds**.
4. Tap **Volume**.
5. Tap the **Ringer Off** icon  in the Ringer dialog box.
6. Tap **Done** when finished.

---

**Note:** To quickly set your phone to vibrate, use the volume buttons when in idle mode on the phone main menu.

---

## Changing the Greeting

The greeting can be up to 17 characters and is displayed on the first line of your phone's display screen in idle mode.

To change your greeting:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Preferences**.
3. Tap **Display**.
4. Tap **Screen**.
5. Tap the drop down arrow next to **Greeting** and select **Custom**.
6. Enter the custom greeting and tap **Done** when finished.

## Changing the Backlight Time Length

The backlight setting lets you select how long the display screen and keypad are backlit after any key press is made. For more information about setting additional preferences for the backlight, see "Setting other Preferences" on page 105.

To change the backlight setting:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Preferences**.
3. Tap **Display**.
4. Tap **Backlight**.
5. Tap the drop down arrow next to "**Ba**cklight" and select **Until Auto-off, 30 seconds, 15 seconds, or 8 seconds**.

---

**Note:** Long backlight settings affect the battery's talk and standby times.

---

6. Tap **Done** to save and exit.

# Changing the Display Screen

Your new PCS Phone has display screen options which gives your screen a different look in standby mode. You can change the display by accessing the display options in the phone preferences.

To display the available options:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Preferences**.
3. Tap **Display**.
4. Tap **Screen**.
5. Tap the drop down arrow next to **Greeting** and select one of the following:
  - ▶ **My Phone Number** - This option allows you to display your phone number on the idle screen.
  - ▶ **Custom** - This option allows you to enter up to 17 characters to display on the idle screen.
  - ▶ **User Name** - This option allows you to display your NAI User Name.

---

**Note:** Custom skins can be added using the HotSync option. To add a custom skin, see "Changing the Plugin Screen" on page 162.

---

6. Tap the drop down arrow under **Display When Flip Open** and select one of the following:
  - ▶ **Phone Idle** - This option displays the idle screen and wallpaper when the flip is opened.
  - ▶ **Previous** - This option displays the last screen that was being used when the flip was closed.
  - ▶ **Home** - This option displays the applications screen when the flip is opened.

7. Tap the drop down arrow under **Idle Screen** and select one of the following:
  - ▶ **Wallpaper** - This option displays the desired wallpaper selected under the Wallpaper drop down arrow.
  - ▶ **My Favorite Numbers** - This option displays three favorite numbers. To configure the numbers, tap the arrow to the right. Enter a name and phone number and tap Add. To call the number, tap the name in the box.
  - ▶ **Sprint Logo** - This option displays the Sprint logo on the idle screen.
  - ▶ **Plugin: Analog Clock** - The i500 installation CD comes with additional images that can be used to replace the analog clock image. Since the analog clock is stored in your phones memory, it can be re-installed by deleting the new image.
8. Tap **Done** when finished.

## Section 2C

# Setting Your Phone's Security

### In This Section

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- ▶ **Accessing the Security Menu**
  - ▶ **Locking Your Phone**
  - ▶ **Unlocking Your Phone**
  - ▶ **Using Special Numbers**
  - ▶ **Security Features for PCS Vision<sup>SM</sup>**
- 

**B**y using the security setting on your PCS Phone, you receive peace of mind without sacrificing flexibility. With several options available, you can customize your phone to meet your personal needs.

## Accessing the Security Menu

You must enter your lock code to view the Security menu.

To access the Security menu:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Security**.
3. Tap the **Details** button.
4. Enter your lock code and tap .
5. The security menu is displayed.

---

**Tip:** If you can't recall your lock code, try using the last four digits of either your Social Security number or PCS Phone Number or try 0000. If none of these work, call PCS Customer Solutions at 1-888-211-4PCS (4727).

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**Note:** The lock code can be unassigned to allow certain Palm OS<sup>®</sup> applications to operate correctly that do not require passwords to be assigned. Without a lock code assigned, you are not able to modify any security functions.

---

## Restricting Incoming and Outgoing Calls

Incoming and outgoing calls can be set up to receive or send all calls, or be restricted to only special numbers. Special numbers can be assigned to any three numbers. If the phone is powered Off when it is restricted, it will still be restricted when it is powered back On. To regain normal functionality, you must return to the security menu and remove the restrictions.

To restrict incoming and outgoing calls:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Security**.
3. Tap the **Details** button.
4. Enter your lock code.
5. Tap the drop down arrow next to **Allow incoming call** and select **All Calls** or **Special Numbers Only**.

6. Tap the drop down arrow next to **Allow outgoing call** and select **All Calls** or **Special Numbers Only**.
7. Tap **Done** when finished.

## Locking your Phone

When you lock the phone, a lock code is required before the phone can be used. If the phone is powered off when it is locked, it will still be locked when it is powered back on.

To lock your phone:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Security**.
3. Tap the box located under **Auto Lock Handheld** and enter your lock code.

---

**Note:** You must have a password assigned for this option.

---

4. The following lock options are available:
  - ▶ **Never** - This option keeps your phone unlocked at all times.
  - ▶ **On PDA off** - This option enables the lock when the flip is closed or when the power save feature is engaged.
  - ▶ **At a preset time** - This option allows you to enter a time to enable the lock.
  - ▶ **After a preset delay** - This option allows you to enter a delay time to enable the lock in minutes or hours.
  - ▶ **On Power Up** - This option enables the lock when you power the handheld on.
5. Tap **OK** when finished.
6. Tap **Done** to exit.

## Unlocking Your Phone

To unlock your phone:

1. Enter your lock code and tap **OK**.
2. Tap  for **Main Menu**
3. Select **Options** and tap **Security**.

4. Tap the box located under **Auto Lock Handheld** and enter your lock code.
5. Select **Never** and tap **OK**.
6. Tap **Done** to exit.

## Changing the Lock Code

To change your lock code:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Security**.
3. Tap the box under **Password** and enter your lock code if assigned.
4. Enter your existing lock code and tap **OK**.
5. Enter the new lock code. You can also enter a hint if needed.
6. Tap **OK**.
7. Verify the new lock code by re-entering your new lock code and tap **OK**.
8. Tap **Done** to exit.

## Unassign a Lock Code

To unassign a password:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Security**.
3. Tap the box under **Password** and enter your lock code if assigned.
4. Enter your existing lock code and tap **OK**.
5. Tap the **Unassign** button.
6. Tap **Done** to exit.

## Calling in Lock Mode

You can place calls to 911 and to your special numbers when in lock mode.

To place an outgoing call in lock mode:

- ▶ To call an emergency number, special number or PCS Customer Solutions, tap the Special Numbers button. Enter the phone number and tap .
- ▶ To place normal outgoing calls, tap  to display the lock code screen. Enter your lock code. Enter the desired phone number and Tap .

## Current Privacy

The Current Privacy setting allow you to configure how records are displayed in the address book. The following options are available:

- ▶ Show Records - Displays all records in the address book.
- ▶ Mask Records - Records marked private in the details dialog box will be masked or covered for your protection. If assigned, you must enter your lock code to view private records.
- ▶ Hide Records - Records marked private in the details dialog box are hidden. They are not displayed unless a lock code is entered.

To configure the current privacy settings:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Security**.
3. Tap the drop down arrow under **Current Privacy** and select the desired option.
4. Tap **Done** to exit.

## Using Special Numbers

You can save up to three special numbers in addition to your Internal Phone Book entries. You can make and receive calls from special numbers even when your phone is locked.

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**Note:** Performing a soft reset will not affect the Palm™ data, Address Book, Date Book, To Do List, or Contacts.

---

To add or replace a special number:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Security**.
3. Tap the **Details** button and enter your lock code.
4. Tap any of the three boxes under **Special Numbers**.
5. Enter the number using graffiti or the keypad.
6. Tap **Done** to save.
7. Tap **Done** to exit.

---

**Note:** There are no Speed Dial options associated with special numbers.

---

## Resetting Your Phone

Resetting the phone restores all the factory defaults, including the ringer types and display settings.

To reset your phone:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Security**.
3. Tap the **Details** button and enter your lock code.
4. Tap the **Phone Reset** button.
5. Tap **OK** to confirm the reset.

---

**Note:** When you perform a reset, all data is erased and the phone is returned to the factory default settings.

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## Section 2D

# Controlling Your Roaming Experience

### In This Section

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- ▶ **Understanding Roaming**
  - ▶ **Setting Your Phone's Roam Mode**
  - ▶ **Controlling Roaming Charges Using Call Guard**
- 

**R**oaming is the ability to make or receive calls while you're off the Sprint Nationwide PCS Network. Your new dual band/tri-mode PCS Phone works anywhere on the Sprint Nationwide PCS Network and allows you to roam on analog and digital networks virtually anywhere in the U.S. where compatible wireless service is available.

This section explains how roaming works as well as special features that let you manage your roaming experience.

# Understanding Roaming

## Recognizing Icons on the Display Screen

Your phone's display screen always lets you know when you're off the Sprint Nationwide PCS Network and roaming. The following chart indicates what you'll see depending on where you're using your phone.

	Roaming Indicator	Analog Indicator
Sprint Nationwide PCS Network		
Other Digital Networks		
Analog Networks		*Analog Roam* (Flashing)

**Tip:** Remember, when you are using your phone off the Sprint Nationwide PCS Network, always dial numbers using 11 digits (1 + area code + number).

**Note:** You will pay a higher per-minute rate for roaming calls.

## Roaming on Other Digital Networks

When you're roaming on other digital networks, your call quality and security will be similar to the quality you receive when making calls while on the Sprint Nationwide PCS Network. You may not be able to access certain calling features, such as PCS Vision.

## Roaming on Analog Networks

When you roam on analog networks, you will experience a similar quality provided by other analog carriers today. Although some calling features, such as PCS Vision, will be unavailable, you can still make and receive calls and access voicemail. You will experience a few differences:

- ▶ You are more likely to experience static, cross-talk, fade-out and dropped calls.

- ▶ Some calling features which are standard on the enhanced Sprint Nationwide PCS Network, such as call waiting, PCS Vision Products and Services and direct international dialing, are unavailable.
- ▶ Though callers can leave voicemail messages while you are roaming, you will not receive notification until you return to the Sprint Nationwide PCS Network. While roaming, you should periodically check your voicemail box for new messages by dialing 1+area code+your PCS Phone Number. Press  when you hear your greeting and enter your pass code at the prompt.
- ▶ There are security and privacy risks (eavesdropping and cloning) that exist with conventional analog services today.
- ▶ Your battery needs recharging sooner when you use your phone for analog roaming.

---

**Note:** If you're on a call when you leave the Sprint Nationwide PCS Network and enter an area where roaming is available (whether digital or analog), your call is dropped. If your call is dropped in an area where you think PCS Service is available, turn your phone off and on again to reconnect to the Sprint Nationwide PCS Network.

---

---

**Note:** When using your phone in analog mode, the handset may feel warm. This behavior is normal for analog operation.

---

## Setting Your Phone's Roam Mode

Your PCS Phone allows you to control your ability to roam. By using the **Roaming** menu option, you determine which signals your phone accepts.

### Set Mode

To set the mode:

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Options** and tap **Preferences**.
3. Tap **Roaming**.
4. The Roaming Preferences screen is displayed. Tap the drop down arrows next to:

### Service Mode

- ▶ **Automatic:** This setting seeks PCS Service. When PCS Service is unavailable, it searches for an alternative system.
- ▶ **Sprint:** This setting allows you to select the Sprint Nationwide PCS Network only and prevents roaming on other networks.
- ▶ **Analog:** This setting forces the phone to seek an analog roaming system. The previous setting (Automatic or Sprint) is restored the next time the phone is turned on.

### Call Guard

- ▶ **No:** Call Guard is OFF
- ▶ **Yes:** Call Guard is ON.

## Controlling Roaming Charges Using Call Guard

In addition to the roaming icon, Call Guard alerts you when roaming charges apply. This feature makes it easy to manage your roaming charges by reminding you when you make or receive roaming calls. It also requires you to take additional steps before placing or answering a roaming call. These additional steps are not required when you make or receive calls while on the Sprint Nationwide PCS Network.

---

**Note:** Voice Dialing and Speed Dialing are not available when you are roaming with Call Guard enabled.

---

### To Place Roaming Calls With Call Guard On:

1. From the main menu, dial the eleven-digit number. (You can also initiate a call from the Internal Phone Book or Call History and tap  .
2. A message is displayed indicating that the roaming rate applies. Tap  to place the call.

## To Answer Incoming Roaming Calls With Call Guard On:

Remember if the Call Guard feature is set to **On**, you need to take extra steps to make and receive roaming calls even if you have selected the **Analog** setting.

1. When your phone rings, press .
2. A message is displayed indicating that the roaming rate applies. Press  to answer the call.

## Section 2E

# Application Menus and Entering Text

### In This Section

---

- ▶ **Application Launcher**
  - ▶ **Menus**
  - ▶ **Online Help**
  - ▶ **Fonts**
- 

This section is a road map to using your PCS Phone. Every function and feature can be accessed through a menu. Take a few moments to learn your way around. You'll find that it makes your phone easier to use.

## Application Launcher

The Application Launcher displays the icons for the applications loaded on your phone. When in the phone mode, the application icon is located in the lower left hand corner.

### Opening an Application

1. Tap  from the phone main menu.
2. Find the desired application icon on the screen. Use the scroll bar on the right if needed.

---

**Tip:** You can also press the navigation key up or down on the front of the Sprint PCS Phone™ to scroll.

---

3. Using the stylus, tap the icon.
4. The application is started.

---

**Tip:** All work is automatically saved before you exit the application.

---

## Application Categories

The applications are stored in categories. Your phone is pre-set with the following:

- ▶ All
- ▶ Games
- ▶ Main
- ▶ Palm.net®
- ▶ Phone
- ▶ System
- ▶ Utilities
- ▶ Unfiled
- ▶ Edit Categories...

You can also create 9 custom application categories. Categories are a good way of finding your applications quickly. When a specific category is selected, only the application icons associated with that category are displayed.

## Creating a New Category

1. Tap .
2. Tap the drop down arrow in the upper right corner.
3. Tap **Edit Categories**.
4. Tap the **New** button.

---

**Note:** You can also rename an existing category by tapping the “Rename” button.

---

5. An Edit Categories pop up screen is displayed. Enter a name in the space provided.
6. Tap **OK**.
7. The new category is automatically displayed in the list.
8. Tap **OK** to exit.

## Deleting a Category

1. Tap .
2. Tap the drop down arrow in the upper right corner.
3. Tap **Edit Categories**.
4. Select the category that you want to delete.
5. Tap the **Delete** button.
6. The category is deleted and the list is automatically updated.
7. Tap **OK** to exit.

All the categories can be deleted by highlighting the category and tapping the delete button. Make sure that the correct category is selected before deleting. If a category is deleted that contains applications, the applications are automatically assigned to Unfiled.

## Applications Display

The applications are by default displayed as icons. They can also be displayed as list of application names with small or large icons. This allows many different applications to be displayed on the screen at one time.

### Changing the View

1. Tap .
2. Tap the Menu Launcher .
3. Select **Options** and tap **Preferences**.
4. The Preferences screen is displayed. Tap the drop down arrow and select **List**, **Small Icon**, or **Large Icon**.
5. Tap **OK** to exit and save changes.
6. The display is automatically changed to reflect the new setting.

### Elements of the Application Screen

Element	Description
Menu Bar	A set of menu options that are specific to the application. Not all applications have a menu bar.
Command Buttons	Command buttons allow you to navigate a screen. They are usually located at the bottom of a screen or in dialog boxes.
 Application Launcher	Tap this icon to display all the applications loaded on your PCS Phone.

Element	Description
 Menu Launcher	Tap this icon to display any menu options associated with the screen displayed on your PCS Phone.
 Calculator	Tap this icon to display a fully functional calculator.
 Find	Tap this icon to search for text located on your PCS Phone. Messages, Voicemail, Addresses, Mail Messages, Memos, and To Do Items are all searched.
Graffiti Writing Area	Use this area to enter text using Graffiti writing.
Check Box	When there is a check mark in a check box next to an option, the option is turned ON. To turn the option OFF, tap the check box. The check mark is removed and the option is turned OFF.
Drop Down List	An arrow pointing down designates a drop down menu. Tap the arrow to display a list of options.
Scroll Bar	Drag the slider up or down using the stylus. You can also use the up or down buttons on the side of the phone.

Element	Description
Next/Previous Arrows	Tap the Up or Down arrows to display the previous or next page. There may be left or right arrows. They perform the same way. Tap the left for previous and right for next page.
Command Bar	The command bar displays a list of shortcuts that can be used by activating the Command Bar.

## Menus

The menus in your PCS Phone have been designed to help you get the most from the installed applications. Menus and Menu Commands vary depending on the application, but some items are common throughout the phone. Menus are displayed using the Menu Launcher.

### Menu Launcher

---

**Tip:** For additional Menu Commands, open the application and tap the Menu Launcher.

---

The Menu Launcher icon  is responsible for launching any menus associated with the current application screen. When an application is started, you cannot see the menu commands at the top of the screen like a standard Windows application. To display the menu, you have to tap the Menu Launcher.

## Online Help

Throughout the menus, there is online help that explains what is displayed on the screen. Help screens offer some guidance when the screen is not familiar. Tap the “Help” button to display any helpful hints about the specific screen being displayed.

## Finding Records

You can use the **Find** tool to perform a text search of your records. When the Find icon  is tapped, a pop-up screen is displayed that allows you to enter the text you want to find. The following applications are searched:

- ▶ Messages
- ▶ Voice Memo
- ▶ Addresses
- ▶ Datebook
- ▶ Expense Items
- ▶ Mail Messages
- ▶ Memos
- ▶ To Do Items

## Sorting Records

You can sort records in several different ways. Sorting is available in applications that display lists.

- ▶ Address Book
- ▶ To Do List
- ▶ Memo Pad
- ▶ Expense

Sorting preferences can usually be changed using the menu launcher in each application.

## Private Records

Records can be made private to avoid others from viewing them if your phone is lost or stolen. Private records remain visible until you select the hide option in the Security application. When this setting is turned ON, all records marked private are either not visible or masked unless a password is entered.

### Marking a Record Private

1. In the application, do one of the following:
  - ▶ Create a new record and tap **Details**.
  - ▶ Select an existing record, tap **Edit** and then tap **Details**.

2. Tap the **Private** check box.
3. Tap **OK**.

### Hiding Private Records

Once the record is marked as private, you can hide the record so that it is not visible in the list. The record is replaced with a gray box designating that a record exists, but is hidden. There are three different ways records are used, they are:

- ▶ **Shown** - These records are always displayed.
- ▶ **Hidden** - Records marked private are hidden and require a password to view. They are not displayed in the address book.
- ▶ **Masked** - Records marked private are masked and require a password to view. They are displayed in the address book as shaded entries.

For more information on how to hide records, see "Current Privacy" on page 49.

### Attaching Notes

You can attach notes to records in most applications. A note can be several characters.

#### Attaching a Note

1. Display the entry to which you want to attach a note.

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**Note:** In the address book, tap **Edit**.

---

2. Tap **Details**.
3. Tap **Note**.
4. Enter the desired text in the space provided.
5. Tap **Done**.

#### Reviewing a Note

1. To review a note, tap the note icon. 

#### Deleting a Note

1. Tap the note icon. 
2. Tap **Delete**.

3. Tap **Yes** to confirm the deletion of the note.

## Choosing Fonts

You can change the font style in most applications. You can also choose a different font style for each application. There are three different font choices:

- ▶ Small Font
- ▶ Medium Font
- ▶ Large Font

### Changing the Font Style

1. Open the application.
2. Do one of the following depending on the application:
  - ▶ Tap the Menu Launcher icon. . Select **Options** and tap **Font**.
  - ▶ Tap the inverted tab at the top of the screen and select **Options**. Tap **Font**.
  - ▶ In the text Graffiti area, drag a diagonal line from the lower left to the upper right to display the command bar. In the text area, write an “F”.
3. Tap the desired font style.
4. Tap **OK**.

## Getting Application Information

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

### To Display the About Box

1. Tap the Menu Launcher icon. 
2. Select the **Options** menu and tap **About Application**.

---

**Note:** The text that displays for the application is different depending on the software manufacturer.

---

## Beaming Information

Your phone is equipped with an IR (Infrared) port that is used to send and receive information by beaming from one IR device to another. The IR port is located at the top of the phone.

To beam information to another IR device:

1. Tap  to open the application launcher.
2. Launch the desired application which contains the information being transferred.

---

**Note:** You can beam several items of information including Applications, Address Book entries, Datebook entries, Messages, Memo Pad entries, Expense entries, and ToDo entries.

---

3. Highlight or select the entry and tap .
4. Tap **Record** and select **Beam**.

---

**Note:** Depending on the application, you might have to select Beam Category or Beam Address. Select the beaming process that corresponds to the information being transferred.

---

5. Line up the two devices so that the IR ports are facing each other about 6-10 inches apart. Make sure there are no obstacles blocking the IR windows.
6. When finished, a message is displayed on screen.

## Section 2F

# Managing Call History

### In This Section

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- ▶ **Message Types**
  - ▶ **New Message Alerts**
  - ▶ **Message Options**
- 

The Call History helps you manage your time more effectively. It keeps track of incoming calls, calls made from your PCS Phone and missed calls. This section guides you through accessing and making the most of your Call History.

## Viewing History

You'll find your Call History invaluable. It is a list of the last 20 phone numbers or Internal Phone Book entries for calls you placed, accepted or missed. Call History makes redialing a number fast and easy. It is continually updated as new numbers are added to the beginning of the list and the oldest entries are removed from the bottom of the list.

Each entry contains the phone number (if it is available) and Internal Phone Book entry name (if the phone number is in your Internal Phone Book). Duplicate calls (same number and type of call) may only appear once on the list.

To view a Call History entry:

1. From the phone idle screen, tap  for **Main Menu**.
2. The **Calls** menu is displayed automatically. Tap one of the following call logs:
  - ▶ **All**
  - ▶ **Outgoing**
  - ▶ **Incoming**
  - ▶ **Missed**

## Making a Call From Call History

To place a call from Call History:

1. From the phone idle screen, tap  for **Main Menu**.
2. Tap **Calls** and select one of the following call logs:
  - ▶ **All**
  - ▶ **Outgoing**
  - ▶ **Incoming**
  - ▶ **Missed**
3. Select the desired entry from the list and press .

---

**Note:** You cannot make calls from Call History to entries identified as No ID or Restricted. See Note on the next page for the correct designations.

---

## Saving a Phone Number From Call History

The number of entries that can be saved in the phone depends on the available memory. Your phone comes with 16Mb of memory. Phone Book entries can store up to a total of five phone numbers and four custom entries.

To save a phone number from Call History:

1. From the phone idle screen, tap  for **Main Menu**.
2. The **Calls** menu is displayed automatically. Tap one of the following call logs:
  - ▶ **All**
  - ▶ **Outgoing**
  - ▶ **Incoming**
  - ▶ **Missed**
3. Select the desired entry from the list and tap **Details**.
4. Tap **Save**.
5. Tap **Save** again.

---

**Note:** To add the number to an existing address book entry, check the “Add to existing entry” box before tapping the Save button the second time.

---

6. Enter the desired address book information and tap **Done** to exit.

---

**Note:** You cannot save phone numbers already in your Internal Phone Book or from calls identified as Private, Unknown, or Blocked ID.

---

## Prepending a Phone Number From Call History

If you need to make a call from Call History and you happen to be outside your local area code, you can add the appropriate prefix by following these steps:

1. From the phone idle screen, tap  for **Main Menu**.
2. Tap **Calls** and select one of the following call logs:
  - ▶ **All**
  - ▶ **Outgoing**
  - ▶ **Incoming**
  - ▶ **Missed**
3. Select the desired entry from the list and tap **Details**.
4. Tap the **Prepend** button.
5. Enter the prefix needed and tap **Call**.

---

**Note:** Prepending allows you to enter a series of numbers before the actual phone number.

---

## Erasing Call History

To erase Call History:

1. From the phone idle screen, tap  for **Main Menu**.
2. Tap **Calls** and select one of the following call logs:
  - ▶ **All**
  - ▶ **Outgoing**
  - ▶ **Incoming**
  - ▶ **Missed**
3. Tap **Delete All**.
4. Tap **Yes** to confirm the deletion.

## Section 2G

# Using the Address Book

### In This Section

---

- ▶ **Creating an Address Book Entry**
  - ▶ **Address Details**
  - ▶ **Speed Dial**
  - ▶ **Voice Dial**
  - ▶ **Making Calls from the Address Book**
  - ▶ **Editing and Viewing Address Book Entries**
  - ▶ **Beaming Address Book Entries**
- 

Now you know the basics that help make it easier to stay in touch with people and information. This section helps you make the most of your contacts and use your time more efficiently when you are trying to connect with the important people in your life.

The Address Book allows you to save names, addresses, phone numbers, email addresses, and other information about your personal or business contacts.

You can store thousands of entries in the Address Book. Space is limited only by the amount of available memory on your PCS Phone.

You can use the Address Book to:

- ▶ Make a phone call.
- ▶ Enter up to five phone numbers or email addresses for each contact. You can select which of these numbers is displayed in the Address Book.
- ▶ Attach a note to an Address Book entry.
- ▶ Assign categories to the Address Book entries. This allows you to quickly view or sort the entries.
- ▶ Define the contacts to include in the Speed Dial and Voice Dial list.

## Creating an Address Book Entry

An Address Book entry is the name, address, and phone information you are keeping for a person or business. You can create these entries on your phone, or you can use the Palm™ Desktop software to create entries on your computer. These entries can then be downloaded into to your phone during a HotSync operation. Palm Desktop software also has data import capabilities that allows you load database files into the Address Book.

### Creating a New Entry

1. Choose one of the following options to launch the Address Book application:
  - ▶ Press the  button on the front of the phone to display the Address Book.  
Or:
  - ▶ Tap the Applications Launcher Icon  and tap the Address Book icon .
  - Or:
  - ▶ From the phone, tap  and select **Address**.
2. Tap **New**.
3. Enter the last name of the person in the space provided.

---

**Tip:** You can enter the name with the stylus or on-screen keyboard. The first letter is automatically capitalized.

---

4. Move to the next line by tapping on it.
5. Enter the first name of the person.
6. Enter the rest of the desired information in the spaces provided.
7. Use the drop down menus to select the proper label for the phone numbers.
8. To attach a note to the entry, tap the **Note** button. Tap **Done** when finished.
9. Tap **Done** to save and exit.

### Entering Pauses

If you are calling an automated system, you are required to enter a series of numbers to gain access. These numbers can automatically be entered as long as you allow the correct amount of time between the entries. To solve this problem, you can add pauses to programmed numbers to simulate your waiting and entering the numbers when they are required. The pauses are entered into the Address Book entry and the number is dialed just like any other.

There are two different types of pauses. They are:

- ▶ **Hard Pause (P)** - When the number is called, the phone pauses and waits at the hard pause. You must tap “Talk” when the next set of programmed numbers is to be dialed. To enter a hard pause in an address book entry, enter the number and then add the letter “P” using the graffiti text area or keypad. To enter a hard pause when dialing a number, tap  and select **Hard Pause**.
- ▶ **Timed Pause (T)** - When the number is called, the phone pauses for two seconds before the next series of numbers are dialed. You can add as many “T” pauses as necessary to get the correct length of pause. To enter a timed pause in an address book entry, enter the number and then add the letter “T” using the graffiti text area or keypad. To enter a timed pause, tap  and select **Timed Pause**.

## Address Details

To open the Address Entry screen:

1. Press the Address Book button .
2. Tap the desired entry. The Address View screen is displayed.
3. Tap the **Edit** button. The Edit screen is displayed.
4. Tap the **Details** button.

When the **Details** button is tapped in an Address edit screen, a variety of options is displayed. These options can be associated with the Address Book entry.

The options available are:

- ▶ Show in List
- ▶ Category
- ▶ Special Ringer
- ▶ Private

### Show in List

You may have several different numbers, such as work, home, pager, fax, email, etc. To determine which one is displayed in the Address Book, you use the “Show in List” feature. To display the correct number:

1. Press the Address Book button .
2. Tap the desired entry. The Address View screen is displayed.
3. Tap the **Edit** button. The Edit screen is displayed.
4. Tap the **Details** button.
5. Tap the drop down arrow from “Show in List” and select the desired number. The choices are:
  - ▶ Work
  - ▶ Home
  - ▶ Fax
  - ▶ Mobile
  - ▶ Other
6. Tap **OK** to exit.

## Category

Categories can organize the Address Book entries into easy to find items. By placing a name in a category, you can display addresses that are similar without having to search through the rest of the files.

To assign a category:

1. Press the Address Book button .
2. Tap the desired entry. The Address View screen is displayed.
3. Tap the **Edit** button. The Edit screen is displayed.
4. Tap the **Details** button.
5. Tap the drop down arrow in **Category** and select the desired category. (If the desired category is not already created, use the **Edit Categories** option, then choose **New** and enter the category name.)
6. Tap **OK** to exit.

## Special Ringer

The special ringer option allows you to set a desired ringer for the individual calling. When the person calls and is recognized in the Address Book, your phone automatically identifies the caller and sounds the special ringer instead of the normal ringer set for the phone.

To set the special ringer:

1. Press the Address Book button .
2. Tap the desired entry. The Address View screen is displayed.
3. Tap the **Edit** button. The Edit screen is displayed.
4. Tap the **Details** button.
5. Tap the drop down arrow from **Special Ringer** and select the desired ringer from the list. Each time a ringer is selected, the ringer plays. Repeat this step until the desired ringer is found.
6. Tap **OK** to exit.

## Private

You can mark an Address Book entry as private to avoid anyone seeing the number. When the security features are turned ON, the entry is blank or masked. You must enter a password to display them.

To make entries private:

1. Press the Address Book button .
2. Tap the desired entry. The Address View screen is displayed.
3. Tap the **Edit** button. The Edit screen is displayed.
4. Tap the **Details** button.
5. Tap the check box next to **Private**. A check mark is placed in the box. This means that the option is activated.
6. Tap **OK** to exit.

## Speed Dial

The Speed Dial option allows you to call people in the Address Book by tapping one or two numbers. You can add up to 98 numbers to speed dial. The Speed Dial feature is located in the Address details screen.

---

**Note:** Speed Dial numbers that are already assigned to other Address Book entries are not displayed. They are automatically removed from the list to avoid duplicate numbers.

---

To set Speed Dial:

1. Press the Address Book button .
2. Tap the desired entry. The Address View screen is displayed.
3. Tap the **Edit** button. The Edit screen is displayed.
4. Tap the **Set Speed Dial** button.
5. The Set Speed Dial screen is displayed. Tap the drop down arrow and select the desired number for Speed Dial.
6. Tap **Done** to save.
7. Tap **Done** again to exit.

---

**Note:** When you perform a HotSync operation, make sure you use the default setting of “Handheld Overwrites Desktop” or else the Speed Dial numbers will not be synchronized.

---

## Voice Dial

Voice dialing allows you to speak a name or other identifier into the phone and have a number dialed from the Address Book. The recorded name is associated with the Address Book entry. You can use the Voice Dialing feature with 30 different Address Book entries.

To set up Voice Dialing:

1. Press the Address Book button .
2. Tap the desired entry. The Address View screen is displayed.
3. Tap the **Edit** button. The Edit screen is displayed.
4. Tap the **Set Voice Dial** button.
5. The Set Voice Dialing screen is displayed. Tap the drop down menu and select **Record**.
6. Speak the name or identifier into the phone after the prompt. Follow the remaining instructions as they are given.
7. Tap **Done** to save. Notice that there is a Voice Dial icon next to the drop down arrow. This indicates that the entry has Voice Dial enabled.
8. Tap **Done** to exit.

### Play or Erase Recorded Voice Names

1. Press the Address Book button .
2. Tap the desired entry. The Address View screen is displayed.
3. Tap the **Edit** button. The Edit screen is displayed.
4. Tap the **Set Voice Dial** button.
5. To play the recorded name, tap the drop down arrow and select **Play**.
6. To erase the recorded name, tap the drop down arrow and select **Erase**.
7. Tap **OK** to confirm the deletion.
8. Tap **Done** to exit.

## Tips on Recording Names

- ▶ Avoid recording similar names. If the names are too similar, the wrong name might be accessed.
- ▶ Avoid recording in a noisy area.
- ▶ Speak clearly.
- ▶ The person who uses the phone needs to record the name. The phone will only recognize the voice of the person who recorded the entry originally.
- ▶ Avoid very long or very short names. Names with two to five syllables are recommended.
- ▶ If there are problems with the voice dial entry connecting, the name should be recorded again.

## Making Calls from the Address Book

Once the Address Book entry is created, you can make a call from it directly.

To make a call from the Address Book:

1. Press the Address Book button .
2. Locate the desired entry in the Address Book and choose one of the following:
  - ▶ Tap the number displayed in the right column. If more than one number is displayed, tap the desired number and press .
  - ▶ Tap the name in the left column, then tap the  next to the desired number.
  - ▶ Press and hold  to display all the numbers available in the entry. Select the desired number using the navigation key and press  again to dial.

## Viewing Address Book Entries

1. Press the Address Book button .
2. If you have assigned categories to your address entries, you can view the items by category. Tap the drop down arrow to display the different categories.
3. Use the navigation key to scroll up or down through the Address Book entries.
4. Once you find a desired entry, press . The Address View screen is displayed.

---

**Note:** Pressing the Address Book button on the front of your phone repeatedly cycles through the different assigned categories.

---

5. Tap **Edit** to change the information or **Done** to return to the Address list.

## Editing an Address Book Entry

At some point the information that is saved in your Address Book may need to be changed. The information can be updated at anytime by tapping the “Edit” button in the Address View screen. Information can also be added using the “Edit” button.

To update or add new information:

1. Press the Address Book button .
2. Select the desired entry and press .
3. The Address View screen is displayed for the entry.
4. Tap the **Edit** button.
5. Using the stylus, tap the text in the line to add or change the information. Using the Graffiti area or on-screen keyboard, change the desired information.
6. Tap the **Details** button to change the following options:
  - ▶ Show in List
  - ▶ Category
  - ▶ Special Ringer
  - ▶ Private

7. Tap **Note** to add a note to the entry.
8. Tap **Done** to exit.

### Deleting an Entry

1. Press the Address Book button .
2. Select the desired entry and press .
3. Tap **Edit**.
4. Tap **Details**.
5. Tap **Delete**.
6. Tap **OK** to confirm deletion.
7. The entry is removed from the Address Book.

## Looking up an Address Book Entry

You can locate addresses quickly by using the Look Up line in the Address Book.

### To Look Up an Address

---

**Tip:** Entries can be sorted by name or company. You must type the correct info on the “Look Up” line based on the way you have chosen to sort the entries.

---

1. In the Address List screen, enter the first letter of the name or company you want on the **Look Up** line using Graffiti text or the on-screen keyboard.
2. The list automatically scrolls to the section of the Address Book that begins with the letter entered.
3. Tap the Address Book entry to view the name.

## Sorting the Address Book

Entries can be sorted in the Address Book by company and last name, instead of by last name and first name. These settings do not modify the data stored in the Address Book, they just sort the information differently.

### Sorting the Address Book Entries

1. In the Address List screen, tap the Menu Launcher icon .
2. Select **Options** and tap **Preferences**.

3. In the **List By** field, tap one of the following:
  - ▶ Last Name, First Name
  - ▶ Company, Last Name
4. Tap **OK**.

## Beaming Address Book Entries

Using the Infrared (IR) port, you can exchange Address Book entries with other mobile devices. Once the Beam Receive feature is activated, you can beam any of the following:

- ▶ **Business Card** - The business card is a specially designated entry containing information you normally exchange with business contacts. Your business card can be sent quickly using one-touch beaming.
- ▶ **Address Entry** - You can select any entry in the Address Book and beam it to another IR mobile device.
- ▶ **Category of Address Entries** - You can beam all entries in an Address Book category to another IR mobile device.

### Creating a Business Card

1. In the Address List, tap “New”.
2. Enter all the necessary business information in the spaces provided.
3. Tap the Menu Launcher icon .
4. Select **Record** and tap **Select Business Card** to designate this entry as your business card.
5. Tap **Yes** to confirm.
6. Tap **Done** to exit.

---

**Note:** Notice that when the entry is opened, there is a new icon displayed at the top of the screen that identifies this record as your business card.

---

## Beaming a Business Card

1. In the Address List, tap the business card entry. The Address View screen is displayed.

---

**Note:** You can also press and hold the Address Book button on the front of your phone for about two seconds to beam your business card.

---

2. Tap the menu Launcher icon .
3. Tap **Record** and select **Beam Business Card**.
4. Aim the top of your phone towards the other device's IR port.

## Beaming the Current Entry

1. In the Address List, tap the desired entry.
2. Tap the menu Launcher icon .
3. Tap **Record** and select **Beam Address**.

## Beaming the Current Category

1. In the Address List, tap the drop down arrow and select the desired category.
2. Tap the menu Launcher icon .
3. Tap **Record** and select **Beam Category**.

## Address Book Menu Options

There are different menu options associated with the Address Book. These menu choices may vary depending on which screen is open. To view the options, tap the Menu Launcher icon .

The menu choices available are:

- ▶ Record
- ▶ Edit
- ▶ Options

## Record Menu

The following choices are available in the **Records** menu.

- ▶ **Duplicate Address** - Copies the current Address Book entry and creates a new Address Book entry. This saves time when entering multiple contacts with the same information.

- ▶ **Dial** - Dials the phone number of the address book entry.
- ▶ **Beam Category** - Beams the entire Address Book category.
- ▶ **Beam Business Card** - Beams the business card to another user.

### **Edit Menu**

The following choices are available in the “Edit” menu:

- ▶ **Undo** - Performs an undo of the last command.
- ▶ **Cut** - Cuts and deletes the selected information, but still saves in memory.
- ▶ **Copy** - Copies the selected information and saves in memory.
- ▶ **Paste** - Pastes the information stored in memory to the screen.
- ▶ **Select All** - Highlights all selectable information on the screen.
- ▶ **Keyboard** - Displays the on-screen keyboard.
- ▶ **Graffiti<sup>®</sup> Help** - Displays the Graffiti help information file.

### **Options Menu**

The following choices are available in the “Options” menu:

- ▶ **Font** - Selects a different font size for the address book entries.
- ▶ **Preferences** - Configures the way the Address Book displays information. The sort can be designated one of two ways. Also contains the “Remember Last Category” feature. This feature displays the last category used whenever the Address Book is opened.
- ▶ **Rename Custom Fields** - Create your own names for the four custom fields. Your changes apply to the entire Address Book.
- ▶ **Security** - Change the security options to show, hide, or mask private records.
- ▶ **About Address Book** - Displays the address book software version.

## Section 2H

# Date Book

### In This Section

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- ▶ **Scheduling an Event**
- ▶ **Setting an Alarm**
- ▶ **Changing the Date Book View**
- ▶ **Date Book Preferences**

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.

## Scheduling Events

An entry in the Date Book is called an event. When you schedule an event, a description is displayed on the time line, and the 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 a weekly meeting that is held on the same day at the same time each week.
- ▶ Continuous events, such as a vacation or three-day conference.
- ▶ All day events, which reflect the default length of the day as set 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. Press the Date Book button  on your phone 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 one 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.




---

**Note:** 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 Graffiti writing 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.
6. Tap **OK** to confirm your selection and exit.

## Scheduling a timed event for another date

1. Choose one of the following options to select the Date:
  - ▶ 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.
  - Or:
  - ▶ Tap “Go To” at the bottom of the screen to open the “Go To Date” dialog box. Select a date by tapping a day, month, and year in the calendar.
2. After selecting the desired date, follow the steps for scheduling an event for the current day.

## Scheduling Untimed Events

You can schedule untimed events for any date. Untimed events are displayed at the top of the list of times screen marked with a diamond.

### Scheduling an untimed event

1. Select the desired event date, as described in the previous procedure, “Scheduling timed event for another date.”
2. Tap **New**.
3. In the Set Time dialog box, tap **No Time**.

---

**Note:** You can also tap “OK”, but make sure nothing is entered in the start or end time.

---



---

**Note:** You can create a new untimed event by making sure no event is selected and then writing letters in the Graffiti writing area. When you start writing, the untimed event is displayed at the top of the screen.

---

4. Enter a description of the event in the space provided.



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

## Rescheduling an Event

You can easily change scheduled events in the Date Book.

### Rescheduling

1. From the Date Book screen, tap the event that you want to reschedule.
2. Tap **Details** to open the Event Details dialog box for the event.



3. Tap the **Time** box. Select the new time.
4. Tap the **Date** box. Select the new date.
5. Tap **OK** to exit and return to the Date Book.

## Setting an Alarm for an Event

---

**Tip:** The battery powers both the phone and handheld computer. If the battery has been depleted from placing calls on the phone, the handheld computer will also have no power, and alarms will not sound.

---

You can set an alarm to remind yourself of upcoming events. The alarm sounds even if your PCS Phone is turned OFF. The default setting is five minutes before the scheduled event. The time can be changed to any day, hour, or minute setting.

---

**Note:** The alarm sounds change when the phone is turned off or on. The alarm will still sound if the phone is off, but the alarm sound is a polyphonic ringer when the phone is turned on.

---

### Setting an Alarm

1. Tap the desired event.
2. Tap **Details**.
3. Activate the alarm by tapping the Alarm check box.
4. Tap the drop down arrow to select minutes, hours, and days.
5. Enter a number from 0 - 99 as the numeric alarm setting.
6. Tap **OK** to exit and return to the Date Book.

### Dismissing an Alarm

1. When the alarm dialog box is displayed, tap one of the following options:
  - ▶ **OK** - Dismisses the alarm.
  - ▶ **Snooze** - Delays the alarm for the preset amount of time.
  - ▶ **Go To** - Automatically launches the Date Book and displays the event.

## Marking an Event as Private

Events can also be marked as Private when the security features are configured. Your phone hides or masks (depending on your selection) all private entries and requires a password if you want to view the entries.

## Marking an Event Private

1. Tap the desired event.
2. Tap **Details** to open the Event Details screen.
3. Tap the **Private** check box.

---

**Note:** If you do not have the security features set up, a popup dialog box is displayed that tells you the security options are not configured.

---

4. Tap **OK** to exit.

## Changing the Date Book View

There are four different views associated with the date book. They are:

- ▶ Day View
- ▶ Week View
- ▶ Month View
- ▶ Agenda View

### Displaying Different Views

1. Choose one of the following options to change the view:
  - ▶ Press the Date Book application button repeatedly to cycle through all the date book views.
  - ▶ Tap the view icons in the lower left area of the date book screen.



### Week View

The week view displays the calendar events for the entire week. This view allows you to quickly see a listing of all the events for a the week. It can help you see overlaps and event conflicts.

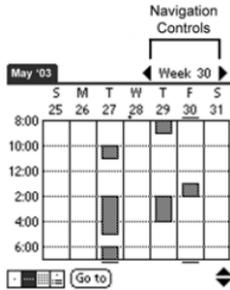
To change to week view:

1. Tap the **Week View** icon or press  until the week view is displayed.
2. Press the up or down volume buttons located on the side of the phone to move between different weeks.

---

**Tip:** To reschedule an event, tap and drag the event to a different time or day.

---



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

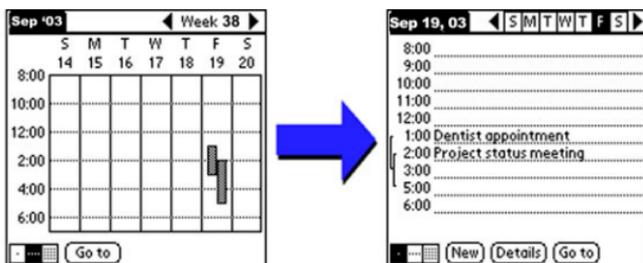
---

3. Tap an event to display the event description.

### 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) displays in the Week view as overlapping time bars and in the Day view as overlapping brackets to the left of the conflicting times.



## Month View

The Month View displays days that events are scheduled with dots and lines throughout the Month. The dots and lines indicate events, repeating events, and untimed events.

- ▶ **Dashed Line** - Indicates a repeating event.
- ▶ **Dots on right side** - Indicates a single event.
- ▶ **Dots below** - Indicate untimed events.



## Tips for Month View

- ▶ Tap a desired day in the Month view to display the day in the Day view screen.
- ▶ Tap the scroll arrows in the upper right corner to move forward or backward a month.
- ▶ Tap **Go To** to open the date dialog box and select a different month.
- ▶ Use the scroll buttons on your phone to move between months. Press the top button to display the previous month, the bottom button to display the next month.

## Agenda View

The Agenda view allows 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 or press the **Date Book** button until the Agenda view appears.



## Tips for 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 on 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.

## Scheduling Repeating Events

The repeat function allows you to schedule recurring events using a single entry. Repeating events could be birthdays, anniversaries, or a weekly meeting. These events can be scheduled daily, weekly, monthly, or yearly according to the frequency of the event.

## Scheduling a Repeating Event

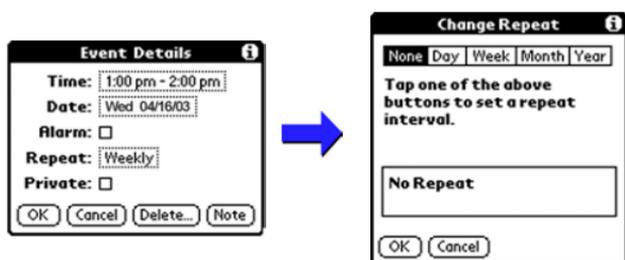
1. Tap the desired event. (Be sure to tap the event and not the time next to the event.)

---

**Note:** You must have an event before it can be repeated.

---

2. Tap the **Details** button.
3. Tap the **Repeat** box to open the **Change Repeat** dialog box.
4. Tap the desired day, week, month, or year box and enter the repeat information date information.



5. Tap “OK” to exit.

## Editing Repeating Events

When you edit a repeating function, you have the option of applying the change to the current event, the current event and all future events, or all occurrences of the event (past, present, and future.)

### Deleting an Event

1. Select the desired event.
2. Tap the **Details** button.
3. Tap the **Delete** button.
4. The Repeating Event screen is displayed. Tap one of the following options:
  - ▶ **Current** - Deletes only the single event, no past or future events are affected.
  - ▶ **Future** - Deletes the current event and all future occurrences of the event.

- ▶ **All** - Deletes all occurrences of the event. (Past, present and future.)

### Tips for Scheduling Repeating Events

- ▶ If you change the start date of a repeating event, your phone calculates the number of days you moved the event. Your phone 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 phone 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 phone 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 phone 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.

## Date Book Menus

There are menu commands that are specific to the Date Book. They are:

- ▶ Record Menu
- ▶ Edit Menu
- ▶ Options Menu

Each menu item contains items that configure or adjust how the Date Book application is used.

### Record Menu

The following options are available in the Record menu:

- ▶ **New Event** - Creates a new event in the date book. The “Set Time” dialog box is displayed.
- ▶ **Delete Event** - Deletes an event from the date book.

- ▶ **Attach Note** - Creates a note for the selected event.
- ▶ **Delete Note** - Deletes the note from a selected event.
- ▶ **Purge** - Deletes events based on time and date criteria.
- ▶ **Beam Event** - Beams the selected event to another IR device.

### Edit Menu

The following options are available in the Edit menu:

- ▶ **Undo** - Automatically undoes the last command.
- ▶ **Cut** - Copies and removes text from the screen.
- ▶ **Copy** - Copies the text on the screen.
- ▶ **Paste** - Pastes text into a screen.
- ▶ **Select All** - Selects all text on the screen.
- ▶ **Keyboard** - Displays the on-screen keyboard.
- ▶ **Graffiti Help** - Displays the Graffiti help screen.

### Options Menu

The following options are available in the Options menu:

- ▶ **Font** - Allows you to select the desired font size for the Date Book.
- ▶ **Magnifier** - Allows you to set the font size larger when entering text.
- ▶ **Dial** - Allows you to highlight and then call a phone number located in the Date Book entry.
- ▶ **Preferences** - The preferences allows you to configure the times and alarms for the date book. The following items are available:
  - ▶ Start/End Time
  - ▶ Alarm Preset
  - ▶ Alarm Sound
  - ▶ Remind Me
  - ▶ Play Every

---

**Tip:** When changing alert times & volumes, you will hear samples of the options you choose unless you have turned OFF the volume for these options in the main preferences.

---

- ▶ **Display Options** - Change the date book appearance.
- ▶ **Phone Lookup** - Activates the phone lookup feature.
- ▶ **Security** - Hides or masks private records.
- ▶ **About Date Book** - Displays the version of the Date Book.

## Section 2I

# Using Your Phone's Voice Services

### In This Section

---

- ▶ **Using Voice-Activated Dialing**
  - ▶ **Recording Memos**
- 

This section explains the features associated with your phone's Voice Services. The easy-to-follow instructions explain how to make calls and record memos.

## Using Voice-Activated Dialing

To use Voice Dialing, you need to “train” the phone to recognize your voice. You can put up to 30 names from your Address book into your Voice Dial list. Once you have recorded these names, you can make calls simply by speaking a name.

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**Note:** This feature is only available in digital service areas.

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### Setting up Voice Dial

1. From the phone idle screen, tap  for **Main Menu**.
2. Select **Calls** and tap **Voice Dial**.
3. Tap the **Add** button.
4. The list of available names is displayed from the Address Book. Tap the phone number next to the desired name.
5. The Set Voice Dial screen is displayed. Tap the down arrow next to Select.
6. Tap the drop down arrow under voice dial and select **Record**.

---

**Note:** The Voice Dialing feature is different from the PCS Voice Command<sup>SM</sup>.

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7. Record a name or number to identify the entry.
8. The entry is saved and ready for voice dialing.

### Placing Voice Dialing Calls with the Voice Dial Button

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**Note:** The phone must be ON to make a Voice Dial call. If the phone is off when a Voice Dial call is attempted, a warning message is displayed that prompts you to turn the phone ON.

---

1. From the phone main menu, press  once on the right side of the phone.
2. The Voice Dial screen is displayed.
3. At the voice prompt, say the name into the phone.

- ▶ If the name is recognized, the phone number associated with the name is dialed.
- ▶ If the name is not recognized, the name is asked for again.
- ▶ If the name is not recognized after two attempts, a message is displayed that says “Could not recognize name.” Try the call again later, or record the entry name again.

### Placing a Voice Dial Call from the List

1. From the phone idle screen, tap  for **Main Menu**.
2. Tap **Calls** and select **Voice Dial**.
3. The list of available names is displayed from the address book. Scroll through the list of available names and tap the phone number of the desired name.

---

**Tip:** You can press the Voice Dial button when the number is highlighted in the Voice Dial list to connect the call.

---

4. A Voice Dial popup menu is displayed with the following options:
  - ▶ **Call** - Calls the number.
  - ▶ **Modify** - Allows you to edit the entry.

---

**Note:** You can also access the Voice Dial screen from the Application main menu by tapping on the Voice Dial icon. ()

---

### Managing the Voice Dial List

You can play the recorded name, re-record the name, or erase the recording.

Play or Record:

1. From the phone idle screen, tap  for **Main Menu**.
2. Tap **Calls** and select **Voice Dial**.
3. Select the name to edit and tap **Modify**.
4. The Set Voice Dial screen is displayed.
5. Tap the drop down arrow under voice dial and select **Play**. Tap **Re-Record** to record the name again.
6. Tap **Done** to exit.

Erasing an entry:

1. From the Phone Menu, tap  and select **Calls**.
2. Tap **Voice Dial**.
3. Select the name to edit and tap **Modify**.
4. The Set Voice Dial screen is displayed.
5. Tap the drop down arrow and select **Erase**.

## Recording Memos

The Voice Memo option allows you to record telephone conversations and personal memos. Up to 1.4 MB of space can be used to store all memos. You can store 30 different memos or up to 1.4 MB, whichever comes first. You cannot append an existing memo.

### Recording a Memo

1. Press and hold  on the right side of the PCS Phone.
2. A beep sounds and the Voice Memo Record screen is displayed.
3. Recording is automatically started. Tap  to stop recording.
4. Using the stylus, enter a title for the message and tap “Done.”

### Playing a Memo

1. From the application screen, tap the Voice Memo icon .
2. The Voice Memo screen is displayed. Tap the desired message from the list.
3. Tap  from the Voice Memo Play screen.

### Deleting a Memo

1. Tap the Voice Memo icon .
2. The Voice Memo screen is displayed. Tap the desired message from the list.
3. Tap the “Delete” button.
4. Tap “Yes” to confirm.

## Deleting all Memos

1. Tap  from the phone main Menu.
2. Tap the Voice Memo icon .
3. Tap  to display the Voice Memo options.
4. Tap **Record** and select **Delete All**.
5. Tap **Yes** to confirm.

## Section 2J

# Getting to Know the Handheld Computer

### In This Section

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- ▶ **What Is a Handheld Computer?**
  - ▶ **Tapping and Typing**
  - ▶ **Opening an Application**
  - ▶ **Customizing Your Handheld Computer**
- 

The handheld computer allows you to simplify your life by organizing scheduled events and keeping important information easily accessible in the palm of your hand. By using this phone, you get the best of both worlds. You can communicate and have a personal assistant all in one unit.

## What Is a Handheld Computer?

The handheld computer is a personal digital assistant that simplifies the way you keep track of important events and information in your life. By using the handheld computer, you can keep track of and automatically update information with a tap of the stylus. The stylus is the instrument that is used to navigate inside the handheld computer. It has a special point that serves to touch the screen to input information into the handheld computer.

### Front View of the Handheld Computer



## Tapping and Typing

To navigate the handheld computer, you must use the stylus. The stylus works similar to a mouse on a regular desktop machine, but instead of clicking an icon, you tap it. The first time the handheld computer is turned on, a setup screen is displayed with instructions. These instructions include a calibration setup that aligns the internal circuitry with the touch sensitive screen. To re-calibrate the digitizer at anytime, see "Screen Calibration" on page 167.

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**Note:** Make sure you always use the stylus when touching the screen. If you use another device, the screen may become scratched.

---

The stylus can also be used to drag and select text on the screen. Simply press the stylus to the screen and drag it across the characters without lifting from the surface. Highlighted text indicates it has been selected.

### Typing

Included in the handheld computer is a fully functional on-screen keyboard. To access the keyboard, tap either the alpha or numeric icons listed on the bottom of the screen in the Graffiti text area. Once the keyboard is displayed, use the stylus to select the letters or numbers desired.



## Opening an Application

Follow the steps listed below to use the stylus to open an application on the handheld computer:

1. Remove the Stylus from your phone.
2. Find the Calculator icon on the handheld computer screen .
3. Tap the stylus lightly on the icon.

4. Use the stylus to touch the number keys, enter values into the calculator and perform calculations.
5. When you have completed calculations, tap the  icon on the bottom of the screen.
6. The main menu of the handheld computer is displayed.

## Customizing Your Handheld Computer

Now that you are getting more familiar with the handheld computer, it is time to personalize it by adding some information. The type of information you can enter to personalize is:

- ▶ Name and Address
- ▶ Correct time
- ▶ Set the desired view for time and date
- ▶ Configure alert sounds

Information is entered through the Preferences menu.

### Setting the Time and Date

To set the time and date:

1. From the Applications main screen, tap the Preferences icon .
2. Tap the drop down arrow in the upper right corner and select **Date & Time**.
3. Using the stylus, tap the drop down arrow next to **Time Setting** and select **Manual**.

---

**Note:** The Automatic setting retrieves the date and time from the Sprint Nationwide PCS Network.

---

4. Using the stylus, tap inside the **Set Time** box.
5. Enter the correct time.
6. Tap inside the **Set Date** box.
7. Enter the correct date.
8. When finished, tap  to save and exit.

## Setting other Preferences

The items located in the **General** preferences menu allow you to set up how the handheld computer operates. These preferences are:

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**Note:** The Auto-off after setting is also used to determine when the display will shut off during phone calls.

---

- ▶ **Auto-off after:** This determines the amount of time the handheld LCD backlight remains ON when there is no activity. Setting this preference to a lower value conserves battery power. The available settings are 30 seconds, 1 minute, 2 minutes, or 3 minutes.
- ▶ **System Sound:** This is the sound level of the system. The available settings are Off, Low, Medium, or High.
- ▶ **Alarm Sound:** This is the sound level for alarms that are configured on the handheld computer. The available settings are Off, Low, Medium, or High.
- ▶ **Alarm Vibrate:** This enables the vibrator for the alarm function. The default setting is Off.
- ▶ **Alarm LED:** This enables the LED to flash for the alarm function. The default setting is On.
- ▶ **Game Sound:** This is the sound level for games installed on the handheld computer. The available settings are Off, Low, Medium, or High.
- ▶ **Beam Receive:** This option allows the handheld computer to accept information from another IR device through the use of beaming. An infrared beam is sent between the two devices and information is exchanged. This option must be set to **ON** to work correctly.

## Section 2K

# Entering Information into the Handheld Computer

### In This Section

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- ▶ **Using the On-Screen Keyboard**
  - ▶ **Graffiti® Writing**
  - ▶ **Importing Data**
- 

This section introduces you to the On-Screen keyboard, Graffiti application and how to import large quantities of data into the handheld computer. You'll find one of the benefits of having an handheld computer is having important information close at hand.

## Using the On-Screen keyboard

There is an on-screen keyboard available to type using the stylus. This option is useful if you are not yet familiar with Graffiti<sup>®</sup> writing, or you are writing special characters. To access the on-screen keyboard:

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**Note:** This option is only available when you need to enter text into an application.

---

1. Using the stylus, tap the alpha or numeric icon located on the bottom of the screen.



2. This displays the on screen keyboard.



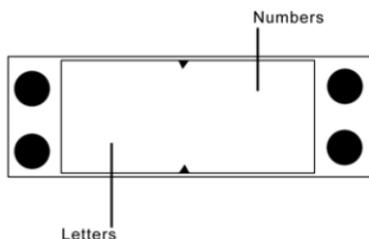
3. Using the stylus, tap any of the letters on the screen. The results are displayed in the space above the keyboard.
4. When finished, tap **Done**.

## Graffiti® Writing

The stylus can also be used to enter information by writing in the Graffiti writing area. Graffiti is an application that introduces you to the handwriting style the handheld computer understands. Characters are entered by writing in the Graffiti area using the stylus. The letters are then displayed on the handheld computer screen.

To start using Graffiti:

1. Remove the stylus from your phone.
2. From the phone main menu, tap the Application Launcher icon .
3. Tap the Graffiti Icon .
4. Follow the instructions on the screen.
5. When finished, tap .



The Graffiti area is divided into two different areas. The left side is used to create letters, alpha characters and symbols. The right side is used to create numbers or numeric characters. Small marks in the middle of the screen designate the divide between alpha and numeric areas.

The Graffiti letters have a starting point that is designated by a small black square. Using the stylus, trace the letter in the Graffiti writing area just as it's displayed above. If you're successful, the letter is displayed on the dotted line below the characters.

---

**Note:** Some characters have similar shapes, but different starting points. Make sure that you begin drawing from the correct point to make the desired character.

---

Here is the Graffiti alphabet:

### The Graffiti® alphabet

Letter	Strokes	Letter	Strokes
A		N	
B		O	
C		P	
D		Q	
E		R	
F		S	
G		T	
H		U	
I		V	
J		W	
K		X	
L		Y	
M		Z	
Space		Back Space	
Carriage Return		Period	<i>tap twice</i>

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**Tip:** For greater accuracy, draw letters with large strokes that take up nearly all the available area.

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**Tip:** Write at a natural speed. Writing too slow can cause errors.

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---

**Tip:** Press firmly on the stylus at a right angle. Avoid writing at a slant.

---

## Capital Letters

To make capital letters, you can use the shift stroke. The shift stroke is made exactly like the other letters in the alphabet. The shift stroke is a single line from the bottom to top starting the stroke from the bottom.

To make the shift stroke:

1. Using the stylus, make a line starting from the bottom and drawing upwards.



2. Notice that the display changes to reflect the shift command by placing an arrow in the lower right corner of the screen. The next alpha character entered will be capitalized.



## Cap Lock

Capital letters can be set to always on just like using a standard Caps Lock key on a keyboard. To accomplish this function, use the stylus to make two cap shift marks in a row.



## Numbers

Writing numbers is done the exact same way as letters. Simply use the numeric or right side of the Graffiti writing area. Numbers also have a starting point, similar to the letters.

Here is a chart of how to write Graffiti numbers:

Number	Strokes	Number	Strokes
0		5	
1		6	
2		7	
3		8	
4		9	

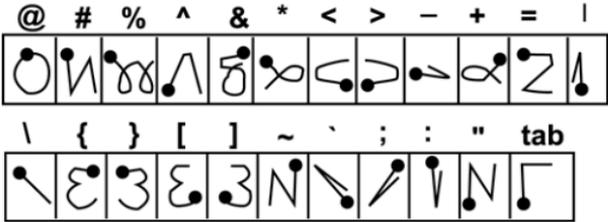
## Writing Punctuation Marks

Any standard punctuation mark available on a keyboard can be created using Graffiti writing.

All punctuation marks begin with a single tap in the Graffiti alpha writing area. This tap activates the punctuation shift, indicated by a dot on the display screen. The next stroke is designed to create a punctuation mark. When the punctuation stroke is active, the character can be written on either side of the Graffiti area.

Here is a chart of how to write punctuation marks:

Period .	•
Comma ,	↙
Apostrophe '	↑
Question ?	↻
Exclamation !	↓
Dash -	↔
Left Paren. (	↺
Right Paren. )	↻
Slash /	↙
Dollar \$	Ⓢ

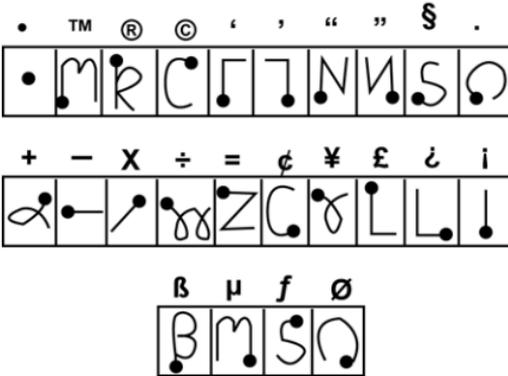


**Writing Symbols and Extended Characters**

To write symbols and characters, you simply activate the Symbol shift. When the symbol shift is activated, a slash mark is displayed in the bottom right hand corner of the screen, just above the Graffiti area. The next stroke after the symbol shift is the desired symbol character. The symbol shift is done by tapping and dragging the stylus from the top left to the lower right corner of the Graffiti alpha area.



Here is a chart of how to write Graffiti symbols:



**Writing Accented Characters**

To write accented characters, you have to write the letter and then perform the accent stroke. Accents are added to letters or alpha characters.

For example, the following displays an accented “E”:



Here is a chart of accented characters:



## Command Bar

The Command Bar allows you to display a list of shortcuts by making a stroke on the Graffiti writing area. If you are on the Applications Launcher main menu, the Command Bar displays:



- ▶  Beam - Displays the Beam screen. This allows you to beam applications to another user.
- ▶  Delete - Displays the Delete screen. This allows you to delete applications.

To make the command bar display:

1. On the left side of the Graffiti screen, make the following stroke.



## Graffiti® Shortcuts

There are also shortcuts built into the Palm OS® software. These shortcuts allow you to quickly and easily enter information with fewer strokes. Usually shortcuts are commonly used phrases or words. You can also create your own shortcuts with up to 45 characters.

The following shortcuts are included with the Palm OS®:

- ▶ **ds** - Date Stamp
- ▶ **ts** - Time Stamp
- ▶ **dts** - Date/Time Stamp
- ▶ **me** - Meeting
- ▶ **br** - Breakfast
- ▶ **lu** - Lunch
- ▶ **di** - Dinner

## Using a Shortcut

To use a shortcut, you need to make the shortcut stroke followed by the proper characters. The shortcut stroke is a curl that starts from the bottom left and goes to the bottom right.



## Using a Shortcut

To use the shortcut, simply write the shortcut stroke and then the alpha characters that are defined in the preferences. You know that you have created the correct stroke when the shortcut symbol is displayed on the screen.

To write a shortcut:

1. Open a program into which you can enter text using Graffiti. (Memo Pad, Address Book, etc.)
2. With the application open and a blinking cursor on the first line, write the shortcut symbol as displayed above.
3. The shortcut symbol is displayed on the screen.
4. Write the letters “b” & “r”.
5. The word Breakfast is displayed.

## Importing Data

If you have data stored on a desktop computer in applications such as spreadsheets and databases, or if you want to import data from another device, you can transfer the data to your handheld computer without having to enter it manually. Save the data in one of the file formats listed below, import it into the Palm™ Desktop software, and then perform a HotSync operation to transfer the data to your handheld computer. Palm Desktop software 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.
- ▶ (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 (.csv, .txt, .tab, .tsv, .dba, .aba, .tda, .mpa) can only be used with Palm Desktop software. Use the archive file formats to share information with other people who use Palm Powered™ handhelds or to create a copy of your important Palm Desktop information.

### Importing Data

Data must be stored on the desktop or laptop machine before any it can be imported. Importing the data allows you to keep the information created on the desktop or laptop available to you.

1. Launch the Palm™ Desktop software on your desktop or laptop computer.
2. Select one of the following buttons:
  - ▶ Date
  - ▶ Address
  - ▶ To Do
  - ▶ Memo

---

**Note:** Import file extensions or choices depend on which button is selected.

---

3. From the menu, click “File/Import”.
4. The Import screen is displayed. Click the “Files of Type” drop down arrow and select the proper file format.
5. Click the “Browse” button and navigate to the desired file location.
6. Click “Import”.
7. Perform a HotSync function to add the new data to your phone.

---

**Note:** See the Palm Desktop help file for more information on Importing.

---

## Section 2L

# Expense Manager

### In This Section

---

- ▶ **Creating Expense Items**
  - ▶ **Editing Expense Items**
  - ▶ **Transferring Data to Microsoft Word or Excel**
- 

The Expense Manager allows you to keep on top of your finances by tracking your expenses and transferring the information to a spreadsheet on a desktop computer. You can Record dates, types of expenses, amount spent, payment method, and other details associated with any money that you spend. You'll find that your phone can be a valuable tool in tracking expense information.

## Creating Expense Items

The Expense application allows you to record the date, expense type, and the amount you spend. You can sort Expense items into different categories or add other information to an item.

### Creating a New Expense

1. From the Application main menu, tap the “Expense” application icon .
2. Tap **New**.

---

**Tip:** You can also create a new Expense item in the Expense List screen by writing on the number side of the Graffiti writing area. The first number you write begins your new Expense item.

---

3. Enter the amount of the expense using Graffiti text or the on-screen keyboard.
4. Tap “Expense Type” for the list of available expenses.



---

**Note:** The expense is automatically saved when an expense type is selected. If an expense type is not selected, the expense is not yet saved.

---

5. Select the proper expense type from the list.

## Changing the Expense Date

The expense date is defaulted to the date the expense was entered into the system. The date can be changed to better reflect the actual date of the expense.

### Changing the Date

1. Tap the desired expense item.
2. Tap the date of the item.
3. The Date screen is displayed with a calendar. Tap the correct date of the expense.



Once the date is selected, the screen goes back to the expense main menu.

## Entering Receipt Details

Detailed expense-related information can be added to the item using the details screen. The details screen allows you to add the following information:

- ▶ **Category** - Select one of the default categories or create a custom category for the expense item.
- ▶ **Type** - Select the type of the expense from the list.
- ▶ **Payment** - Select the type of payment used for the expense.
- ▶ **Currency** - Select the type of currency used for the expense.
- ▶ **Vendor and City** - Enter the Vendor and City information in the spaces provided.
- ▶ **Attendees** - Enter the attendees of the expense if needed.

### Adding Receipt Details

1. Tap the desired expense item.
2. Tap the **Details** button to open the **Receipt Details** screen.



The screenshot shows a dialog box titled "Receipt Details". It contains the following fields and controls:

- Category:** A dropdown menu currently set to "Unfiled".
- Type:** A dropdown menu currently set to "Lunch".
- Payment:** A dropdown menu currently set to "Unfiled".
- Currency:** A dropdown menu currently set to "\$".
- Vendor:** A text input field with a dotted line indicating it is empty.
- City:** A text input field with a dotted line indicating it is empty.
- Attendees:** A text input field containing the text "Who...".
- At the bottom, there are four buttons: "OK", "Cancel", "Delete", and "Note".

3. Tap the drop down menu and select the desired category.
4. Tap the drop down menu and select the desired type.
5. Tap the drop down menu and select the desired payment.
6. Tap the drop down menu and select the desired currency.
7. Enter the Vendor and City information.
8. Enter any attendees.
9. Tap **OK** to save and exit.

## Entering the Expense Type Automatically

You can select an expense type by writing the first letter or letters of an expense type in the Graffiti writing area. For example, writing the letter “T” enters the Taxi expense type. Writing “T” and then “e” enters Telephone, which is the first expense type beginning with the letters “Te”.

### Filling in the Expense Automatically

1. Tap the **Menu Launcher** icon. 
2. Select **Options** and tap **Preferences**.



3. Tap the **Use Automatic Fill When Entering Data** check box to select the option.
4. Tap **OK** to exit.

## Expense List Display Options

You can change the display of expenses, including their sort order, the mileage unit, and the currency symbol, using the Show Options dialog box.

1. In the Expense List, tap the **Show** button to display the **Show Options** dialog box.



2. To change how expense items are sorted, tap the **Sort By** drop down menu.
3. Tap **Date** or **Type** to sort the expense items by the corresponding option.
4. To change the display of mileage entries, tap **Distance**, and then tap **Miles** or **Kilometers** to display the corresponding unit.
5. To hide the currency symbol, tap the **Show Currency** check box to clear it.
6. Tap **OK**.

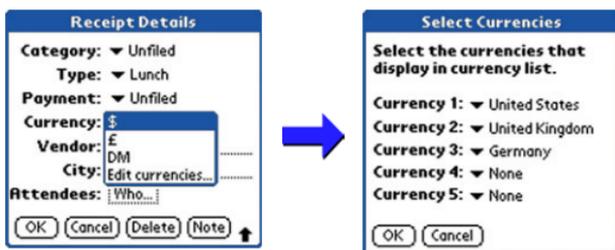
## Changing Currency and Symbol Display

You can change the available currency display in the Currency drop down menu. You can also change the default currency that appears when you create a new expense item.

If the desired currency is not in the list of countries, you can create your own custom currency symbol and add it to the drop down menu.

### Change the Currencies in the Drop Down Menu:

1. In the Expense List, tap an **Expense** item.
2. Tap **Details**.
3. Tap the Currency drop down menu in the **Receipt Details** dialog box.
4. Tap **Edit Currencies**.



---

**Note:** You can specify up to five different currencies.

---

5. Tap **OK** to exit the “Select Currencies” dialog box.
6. Tap **OK** to exit.

## **Sending Data to Microsoft® Word® or Excel®**

Once you have entered expenses in the Expense application on your phone, the Palm™ Desktop software allows you view and print the data with your computer.

You must have Microsoft® Excel version 5.0 or later to view and print your Expense data using one of the provided templates. Microsoft Excel is not included with your phone package. The procedures in this section assume that you have installed Palm Desktop.

### **Creating and Printing an Expense Report**

Your phone makes it quick and easy to view and print your Expense data in a Microsoft Excel spreadsheet.

To create or print an expense report:

- 1.** Perform a HotSync operation to transfer the latest Expense data to your desktop computer.
- 2.** Click the Expense icon in the Palm Desktop application to display the expense information.
- 3.** Select the items that you would like to send to Microsoft Word or Excel.
- 4.** Click **Edit** and select **Send To**.
- 5.** Select MS Word or Excel.
- 6.** The information is displayed in the application.

## Expense Menus

There are menu commands that are specific to the Expense Report.

They are:

- ▶ Record Menu
- ▶ Options Menu

Each menu item contains items that configure or adjust how the Expense application is used.

### Record Menu

The following options are available in the Record menu:

- ▶ **Delete Item** - Deletes an expense item.
- ▶ **Purge** - Deletes expense categories. To conserve memory, delete categories you no longer use.

### Options Menu

The following options are available in the Options menu:

- ▶ **Preferences** - The preferences allows you to configure the automatic fill and default currency features.
- ▶ **Custom Currencies** - Define additional currencies.
- ▶ **About Expense** - Displays the version information for the Expense application.

## Section 2M

# Memo Pad

### In This Section

---

- ▶ **Creating a New Memo**
  - ▶ **Reviewing/Editing Memos**
  - ▶ **Memo Pad Menus**
- 

**H**ave you ever needed a pen and a piece of paper to take notes? Well now you have something better at your fingertips. Your phone gives you a fully functional memo pad to write down those quick notes to yourself. The “Memo Pad” is also compatible with common desktop applications like MS Word.

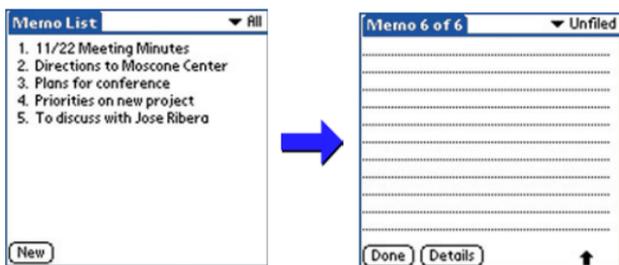
## Creating a New Memo

A single memo can contain up to 4000 characters. The number of memos you can store on your phone is limited to the amount of available memory.

### Create a New Memo

To open the Memo Pad application:

1. Tap the Applications Launcher icon .
2. Tap the Memo Pad icon .
3. Tap **New**.



---

**Note:** You can also begin a memo from the Memo screen by writing in the Graffiti area. A new memo is automatically created and saved upon exiting.

---

4. Enter the desired text in the memo using the Graffiti area or on-screen keyboard.

---

**Note:** The first line of text will become the subject of the memo when all saved memos are viewed.

---

5. Tap “Done.”

## Choosing a Memo Category

Categories are used to file memos into different groups for easy review. You can assign and edit categories by using the Categories drop down list or the Details dialog box.

## Making a Memo Private

You can designate a memo to be “Private”. When the security features are enabled, the memo is hidden or masked and not displayed on the list of memos. To display the memo, a password is required.

### Making a Memo Private

1. Tap the desired memo on the memo screen.
2. Tap the **Details** button to open the **Memo Details** dialog box.



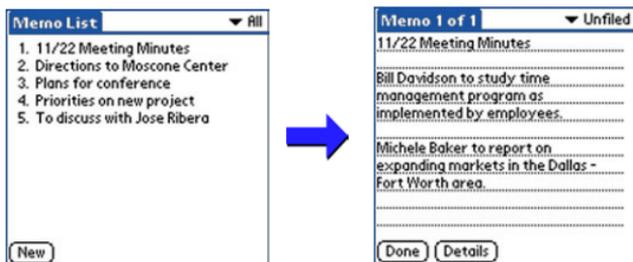
3. Tap the **Private** check box.
4. Tap **OK** to exit.

## Reviewing or Editing Memos

The memo list displays the first line of the memo. This allows you to easily locate a desired memo. Memos can also be easily sorted in the memo list or by using the Memo options.

### Reviewing a Memo

1. In the memo list, tap the desired memo.



2. Review or edit the text in the memo.
3. Tap **Done** to save your changes and exit.

## Sorting Memos

You can sort the memos alphabetically or in any order.

### Selecting a Sort Option

1. Tap the Menu Launcher icon  from the memo screen.
2. Select **Options** and tap **Preferences**.



3. From the drop down list, select **Manual** or **Alphabetic**.
4. Tap **OK** to save the setting and exit.

## Manually Arranging the Memo List

If you select the **Manual** option, you can manually sort the memos in the list. When the memos are rearranged, your phone automatically saves the changes.

The manual setting is not transferred to the desktop during a HotSync operation.

To rearrange the order:

1. Select the Manual option in the **Preferences** dialog box.
2. In the memo list screen, tap and drag the memo to a new location in the list.

## Deleting a Memo

There are three ways to delete a memo. The easiest way is described below. They are:

- ▶ Delete the complete text of a memo.
- ▶ Use the Menu Command.
- ▶ Use the Memo Details dialog box.

### Delete a Memo with the Memo Details Dialog Box

1. Tap the memo that you want to delete.
2. Tap the **Details** button. The Memo Details Alert screen is displayed.
3. Tap the **Delete** button. The Delete Memo Alert screen is displayed.
4. Tap **OK** to confirm the deletion of the memo.

## Beaming a Memo

You can also transfer a memo to another phone or IR device by beaming. The Beam capability uses IR technology to transfer information from one device to another by simply aiming the two devices towards each other.

### Beam a Memo

1. Open the desired memo from the Memo Pad application. Tap the Menu Launcher icon. 

---

**Note:** To beam all memos in a specific category, select “Beam Category” instead of “Beam Memo.”

---

2. Select the **Record** menu and tap **Beam Memo**.

## Memo Pad Menus

There are menu commands that are specific to the Memo Pad application.

They are:

- ▶ Record Menu
- ▶ Options Menu

Each menu item contains items that configure or adjust how the Memo Pad application is used.

### Record Menu

The following options are available in the Record menu:

- ▶ **New Memo** - Creates a new memo.
- ▶ **Delete Memo** - Deletes the current memo.
- ▶ **Beam Memo** - Beams the memo to another device using the IR port.
- ▶ **Beam Category** - Beams all memos in the current category to another handheld computer using the IR port.

### Option Menu

The following options are available in the Options menu:

- ▶ **Font** - Displays the Font dialog box to select a font size for your memos.
- ▶ **Security** - Select to show, hide, or mask private records.
- ▶ **Phone Lookup** - Activates the “Phone Lookup” feature.
- ▶ **Preferences** - Opens the “Preferences” dialog box that allows you to setup the sort order of the memos.
- ▶ **About Memo** - Displays the software version of Memo Pad.

## Section 2N

# To Do List

### In This Section

---

- ▶ **Creating a To Do List Item**
  - ▶ **Setting Priorities**
  - ▶ **Checking Off To Do List Items**
  - ▶ **Changing Priorities and Due Dates**
  - ▶ **Deleting a To Do List Item**
  - ▶ **Displaying Completed and Due Items**
  - ▶ **To Do Menus**
- 

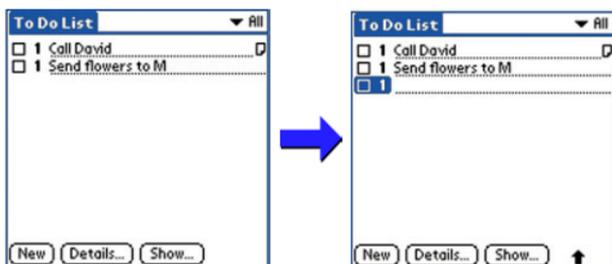
**W**ith the To Do List, you can create important reminders and prioritize the things that you need to do. Assigning different priority levels insures that the most important reminder is displayed first. Notes can also be attached for a description or clarification of the task.

## Creating a To Do List Item

The To Do List is used to record and organize important items that need to be done throughout the day, week, month, or year. The appearance, level of detail, and sort order of items can all be set to make the list easier to read.

### Creating a To Do List Task

1. Tap the Applications Launcher icon .
2. Tap the To Do List icon .
3. Tap **New**.



4. Enter the To Do List text in the space provided. You can use Graffiti text or the on-screen keyboard.

---

**Note:** If no To Do List item is selected, writing in the Graffiti text area automatically creates a new one.

---

5. Tap anywhere on the screen to deselect the To Do List item. It will be saved automatically.

## Setting Priorities

Different priority levels can be set for the To Do List items, based on their urgency. The items are displayed by priority and due date at the top of the screen by default. The number “1” is designated as the highest priority. Changing the items priority automatically repositions the item in the list.

### Setting the Priority Level

1. Tap the Priority number on the left side of the item displayed in the To Do List.
2. Tap the priority number from “1 - 5” on the drop down menu.



## Checking OFF To Do List Items

When items are completed, they can be checked off to indicate the item has been completed.

### Checking off a Completed Item

1. Tap the check box located on the left side of the “To Do List” item.

---

**Note:** The To Do List can be set to display or hide items that have already been checked off. By default, completed items will not be displayed but are always stored until you delete them.

---



## 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.

### Changing the Priority, Due Date and Category

1. In the To Do List, tap the desired item.
2. Tap the **Details** button.
3. In the Details dialog box, tap the **Category** drop down menu. Select the desired category or create a new one.
4. In the Details dialog box, tap the **Due Date** drop down menu. Choose one of the following options:
  - ▶ **Today** - Automatically inserts the date in the “Due Date” field.

- ▶ **Tomorrow** - Automatically inserts tomorrow's date in the "Due Date" field.
- ▶ **One week later** - Automatically inserts the date.
- ▶ **No Date** - Default option of no date in the "Due Date" field.
- ▶ **Choose Date** - Displays a calendar to select the desired date.



5. Select the desired date option.
6. Tap **Private** to hide the item when the security feature is enabled.
7. Tap **OK** to exit.

### Sorting To Do Items

1. From the To Do List, tap the "Show" button.
2. The "To Do Preferences" screen is displayed. Tap the **Sort By** drop down menu to display the following options:
  - ▶ **Priority, Due Date** - Displays the list using Priority, then Due Date.
  - ▶ **Due Date, Priority** - Displays the list using Due Date, then Priority.
  - ▶ **Category, Priority** - Displays the list using Category, then Priority.
  - ▶ **Category, Due Date** - Displays the list using Category, then Due Date.



3. Tap "OK" to exit.

## Deleting a To Do List Item

There are three ways to delete a To Do List item. The easiest way is described below. They are:

- ▶ Delete the complete text of the item.
- ▶ Use the Menu Command.
- ▶ Use the To Do Details dialog box.

### Deleting an Item With the To Do Details Dialog Box

1. Tap anywhere in the text area of the To Do item.
2. Tap the **Details** button to open the **To Do Item Details** screen.
3. Tap the **Delete** button.

## Displaying Completed and Due Items

Completed items and their due dates can be displayed on your phone.

### To Display Completed and Due Items

1. In the To Do List, tap the **Show** button.
2. In the To Do Preferences dialog box, choose from the following settings:
  - ▶ **Show Completed Items** - Displays 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 phone. You must purge completed items to remove them from memory.
  - ▶ **Show Only Due Items** - Displays 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 display in the list until their due date.
  - ▶ **Record Completion Date** - Replaces the due date with the actual date the item is completed. If you do not assign a due date to an item, the completion date is still recorded when the item is completed.
  - ▶ **Show Due Dates** - Displays the due dates for items in the To Do List and also displays an exclamation mark next to items that remain incomplete after the due date passes.
  - ▶ **Show Priorities** - Displays the priority of the message in a number format from 1-5 next to the name of the To Do List item.

- ▶ **Show Categories** - Displays the category of the To Do List entry.

## To Do Menus

There are menu commands that are specific to the To Do List application.

They are:

- ▶ Record Menu
- ▶ Options Menu

Each menu item contains items that configure or adjust how the To Do List application is used.

### Record Menu

The following options are available in the Record menu:

- ▶ **Delete Item** - Deletes an item from the To Do List.
- ▶ **Attach Note** - Adds a note to the current To Do item.
- ▶ **Delete Note** - Removes a note from an item.
- ▶ **Purge** - Deletes all completed items. Completed items remain in the To Do List until they are purged.
- ▶ **Beam Item** - Beams the current item to your phone or IR device.
- ▶ **Beam Category** - Beams the category to your phone or handheld computer device.

### Options Menu

- ▶ **Font** - Selects a different font size for the To Do List.
- ▶ **Phone Lookup** - Looks up a phone number displayed in the Address Book.
- ▶ **Security** - Selects to hide, show, or mask private records.
- ▶ **Magnifier** - When you tap a To Do item, it is magnified by increasing the font size.
- ▶ **Dial** - Allows you to highlight numbers from a To Do list item and dial them using the phone.
- ▶ **About To Do List** - Displays the software version of the To Do List application.

## Section 20

# Calculator

### In This Section

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- ▶ **Opening the Calculator**
  - ▶ **Using the Calculator Button**
  - ▶ **Displaying Recent Calculations**
- 

Having a calculator handy is not only convenient, but practical. This easy-to-use calculator makes figuring out simple math equations a breeze.

The calculator allows you to perform general mathematical functions, such as addition, subtraction, multiplication, and division.

You can use the calculator to:

- ▶ Perform basic calculations.
- ▶ Store and retrieve values.
- ▶ Display the last series of calculations.

## Opening the Calculator

1. Choose one of the following options to open the calculator:

- ▶ Tap the Application Launcher icon , then tap the Calculator icon .

Or:

- ▶ Tap the Calculator button on the right side of the Graffiti area.

## Using the Calculator Buttons

The calculator includes several buttons to complete mathematical calculations.



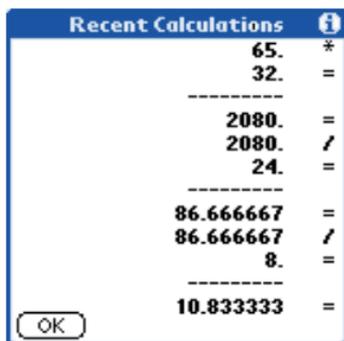
-  The “CE” button clears the last number you entered. Use this button if you make a mistake while entering a number in the middle of a calculation. This button enables you to re-enter the number without starting the calculation over.
-  The “C” button clears the entire calculation and enables you to begin a fresh calculation.
-  The “Plus/Minus” button toggles 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. Recent calculations include the number of characters that can fit on the screen. Once the characters scroll from the screen, they are lost.

### To display recent calculations:

1. In the Calculator application, tap .
2. Tap **Options**, and then tap **Recent Calculations**.



3. When you have finished reviewing the calculations, tap **OK**.

## Section 2P

# Managing Handheld Computer Software

### In This Section

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- ▶ **Applications Launcher**
  - ▶ **Installing Handheld Computer Software**
  - ▶ **Deleting Handheld Computer Applications**
- 

This section describes how to install and manage the software that is on your PCS Phone. Your phone uses different applications to manage your everyday events. Many new and exciting applications can be installed to make your everyday life easier.

## Applications Launcher

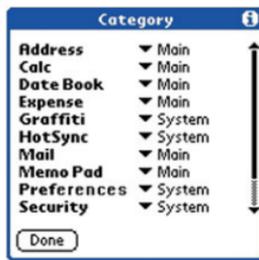
The applications launcher displays the applications installed on the organizer. When you are in another application and you want to return to the main screen, you tap the applications launcher icon , which is available in most applications. Any work in the previous application is automatically saved when you exit.

### Categorizing an Application

When you install applications, they can be categorized to be found more easily. When you select a category from the drop down list, only the applications associated with the category are displayed. This manages the number of icons that display on the screen.

To categorize an application:

1. Tap the Applications Launcher .
2. Tap the Menu Launcher .
3. Tap **Apps**, then **Category**.
4. Tap the drop down list next to each application to view the available categories.



5. Select a category for the application.
6. Tap .

## Changing the Launcher Display

By default, the applications are represented by an icon. The applications can also be represented in a list format or in different sized icons. To change the view to a list format:

1. Tap the Applications Launcher .
2. Tap the Menu Launcher .
3. Tap **Options**, then **Preferences**.
4. Tap the drop down next to **View By:**.
5. Select **List**.



6. Press  to exit Preferences.
7. The applications are displayed as a list.

## Installing Palm OS® Applications

The organizer comes with several applications already installed. You can also add other applications to your phone by a simple installation procedure. The Install Tool is used in conjunction with the HotSync application to install applications to your phone.

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**Note:** All applications that you install reside in RAM. Therefore, there is a limited number of applications that can be installed based on the amount of free RAM. Any of the applications can be deleted to free up the amount of available RAM.

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**Note:** The Install Tool can also be selected to perform the installation of new applications from the Palm Desktop program group.

---

### To Install Software on your phone

Copy the application you want to install into the **Add-On** folder of the desktop computer.

1. Double click the Palm™ Desktop icon on your Windows desktop to launch the application.
2. Click **Install**.
3. In the User drop down menu, select the desired user name that corresponds with your phone.
4. Select the application from the file list in the **Add-on** folder.
5. Click **Open**.
6. Click **Done**. A message is displayed that indicates that the following applications will be installed during the next HotSync operation.
7. Perform a HotSync operation. (See “HotSync Operations” on page 151.)

## Deleting Handheld Computer Applications

By deleting applications that you no longer use or need, the amount of available RAM is increased. Since all new applications reside in RAM, it is a good idea to have as much space as possible freed up any given time.

---

**Note:** Applications that came with the Palm OS<sup>®</sup> operating system do not reside in RAM, they reside in ROM. They cannot be deleted from the system. They do not affect the amount of free RAM.

---

To remove an application:

1. Tap the Applications Launcher .
2. Tap the Menu Launcher .
3. Tap **Apps**, then **Delete**.
4. A list of installed applications is displayed.
5. Tap the application that you want to delete.
6. Tap **Delete...** to delete the application.
7. Tap **Done** to exit the Delete screen.



## Checking Memory Usage

Your phone is equipped with 16Mb of total memory. When you install an application on the handheld computer portion of the phone, the memory is reduced to accommodate. If too many applications are installed, the memory may become completely full. To monitor the amount of free or available memory, you can display the memory information screen. The memory information screen displays a list of applications with the amount of memory they are using. You can also display the version of the software application and number of records associated in the memory information screen.

To check the memory usage:

1. Tap the Applications Launcher .
2. Tap the Menu Launcher .
3. Select **Apps** and tap **Info**.
4. The memory information screen is displayed.
5. Tap the **Version** or **Records** box to display the version and record information associated with each application.

## Beaming Capabilities

Your phone has an IR (Infrared) port built in to the top of the unit. The IR port is used to beam or transfer information from one device to another. You can beam the following information between the two devices:

- ▶ The record currently displayed in Date Book, Address Book, To Do List, or Memo Pad.
- ▶ All records of the category currently displayed in Address Book, To Do List, or Memo Pad.
- ▶ A special Address Book record designated as your business card.
- ▶ An application installed in RAM.

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**Note:** You can also perform a HotSync operation using the IR port.

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### To Beam a Record, Business Card, or Category

1. Locate the record, business card, or category you want to beam.
2. Tap the Menu Launcher icon .
3. Tap **Record**. Select one of the following:
  - ▶ The Beam command for a single record.
  - ▶ In the Address Book, Beam Business Card, Beam Category.
4. When the Beam Status dialog box is displayed, point the IR port directly at the IR port of the other device.

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**Note:** For best results, your phone and the other IR device should be within approximately 40 inches of one another.

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5. Wait for the Beam Status dialog box to indicate that the transfer is complete.

### To Beam an Application

1. Tap the Applications Launcher .
2. Tap the Menu Launcher .
3. Select **Apps** and tap **Beam**.
4. Tap the Application to send.

---

**Note:** Some applications are copyright protected and cannot be beamed to another device. These applications are indicated with a lock icon.

---

5. Tap **Beam**.
6. When the Beam Status dialog box is displayed, point the IR port directly at the IR port of the other device.
7. Wait for the Beam Status dialog box to indicate that the transfer is complete.

## Receiving Beamed Information

Before you can receive beamed information, the beam receive function must be ON.

To make sure the beam setting is ON:

1. Tap the Applications Launcher .
2. Tap the Preferences icon .
3. Tap the drop down menu and select **General**.
4. Make sure that the **Beam Receive** option is set to **On**.
5. If the option is Off, tap the drop down menu and select **On**.
6. Tap the Applications Launcher  to exit.

## Section 2Q

# HotSync<sup>®</sup> Operations

### In This Section

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- ▶ **HotSync<sup>®</sup> Manager and Technology**
  - ▶ **Performing Your First HotSync Operation**
  - ▶ **Creating a User Profile**
  - ▶ **Performing a Local HotSync<sup>®</sup> Operation**
  - ▶ **Selecting HotSync Setup Options**
  - ▶ **Customizing the HotSync<sup>®</sup> Operation**
  - ▶ **Performing a HotSync<sup>®</sup> Operation via a Network**
  - ▶ **Using File Link**
  - ▶ **IR HotSync<sup>®</sup> Operations**
  - ▶ **Changing the Plugin Screen**
- 

**W**hen you perform a HotSync operation, all data on your phone is synchronized with a desktop computer. This keeps you in touch and up-to-date no matter where you are. You can rest assured that your information is always backed up and safely stored on a standard desktop computer.

## HotSync® Manager and Technology

The HotSync manager controls the entire HotSync process. It runs in the background and monitors the communication between your phone and the desktop computer.

When your phone is placed in the cradle and the HotSync button is pressed, all data is synchronized on your phone with the desktop computer.

The applications include:

- ▶ Date Book
- ▶ Address Book
- ▶ To Do List
- ▶ Memo Pad
- ▶ Expense Applications
- ▶ email Applications

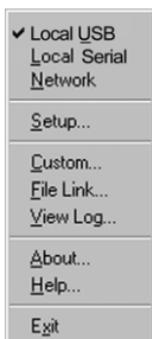
Data is synchronized even if the Palm Desktop application is not running.

## Performing Your First HotSync Operation

An initial setup is required on both the desktop computer and your phone to synchronize the data for the first time. Once the information is entered, and your phone is recognized, the information is not required again. The first connection must be completed using a direct connection with a desktop holder, not a modem.

### Perform a HotSync the First Time

1. Follow the instructions for "Installing the i500 USB Drivers, Palm™ Desktop, and Pocket Mirror Applications" on page 30.
2. Launch the Palm Desktop application on the desktop computer.
3. Click on the HotSync icon  located in the Windows task bar to open the HotSync Manager.
4. Click "Local USB" from the HotSync Managers menu. Be sure "Local Serial" is not checked.



5. Turn on your phone. Slide your phone into the cradle until a click is heard and the charging light is displayed.
6. Tap the Application Launcher icon .
7. Press the HotSync button on the desktop holder.

---

**Note:** Since this is the first HotSync operation, you must enter your user information.

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**Note:** If the phone has been password protected, you will be prompted to enter your password before being able to HotSync. The password is usually the last four digits of your phone number, the last four digits of your Social Security number, or "0000".

---

8. The New User dialog box is displayed. Select **New** and enter a Username.
9. Click **OK** to start the synchronization.
10. A message is displayed indicating that the process is complete.



## Creating a User Profile

A user profile can be created without associating a user name by using the File Link feature. The feature allows a System Administrator to configure several phones with specific information before distributing them to the actual users.

The User Profile feature is designed for first time HotSync operation, before a User ID is assigned to your phone.

### Creating a User Profile

1. Open the Palm™ Desktop application.
2. Select the **Tools** menu and click **Users**.
3. The Users dialog box is displayed. Click the **Profiles** button.
4. Click the **New** button. Enter a unique name for the profile.
5. Click **OK**.
6. Repeat the above steps for each new profile.
7. When all profiles are entered, click **OK** to exit.
8. Select the desired user profile from the list and create data for the profile.

### Using a Profile for the First Time

1. Place your phone in the cradle.
2. Press the HotSync button on the cradle to start the HotSync operation.
3. Enter the lock code (if prompted).

4. Select the desired profile from the list and click **OK**.

## Performing a Local HotSync® Operation

Once the first HotSync operation is performed, the subsequent operations are faster and easier. No additional information is required to keep the desktop computer and your phone synchronized.

### Performing a Local HotSync Operation

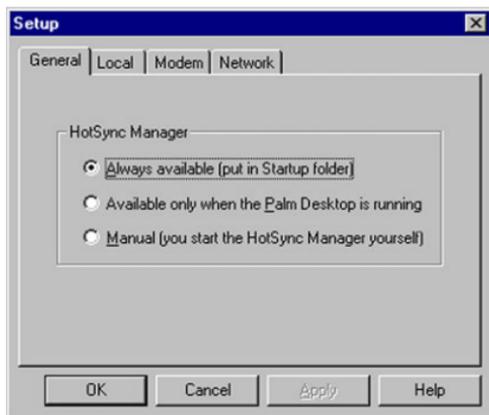
1. Insert your phone into the cradle.
2. Make sure the HotSync Manager is running on the desktop computer.
3. Press the HotSync button on the cradle.
4. A message is displayed indicating that the process is complete.

## Selecting HotSync Setup Options

The HotSync manager can be set to run at desired times. If necessary, the local and modem settings can be adjusted.

### Setting Options

1. Click the HotSync Manager icon in the Windows task bar to open the HotSync Manager.
2. Click **Setup**.
3. Click the **General** tab and select one of the following options:



- ▶ **Always available** - Adds the HotSync manager to the Startup folder and allows the manager to run in the background. With this option, your phone can be synchronized without the Palm Desktop application running.
  - ▶ **Available only when the Palm™ Desktop is running** - Starts the HotSync manager when the Palm Desktop application is launched. Only monitors when the Palm Desktop application is running.
  - ▶ **Manual** - You must launch the HotSync manager from the program menu.
4. Click **OK** to exit.

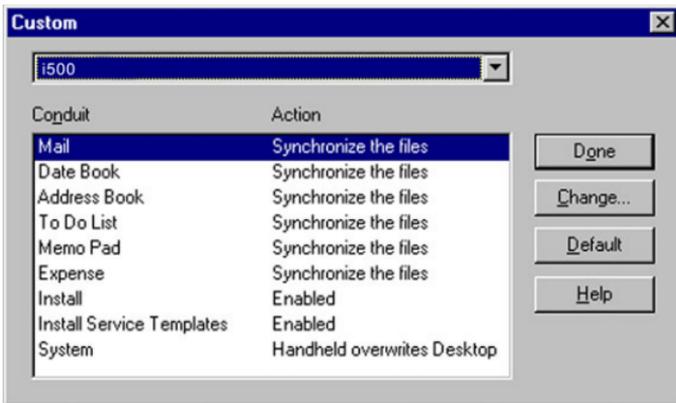
## Customizing the HotSync® Operation

For each application, you can define a set of options that determines how records are handled during the HotSync operation. These options are called a “conduit.” By default, a HotSync operation synchronizes all files between your phone and Palm Desktop software. In general, you should leave the settings to synchronize all files. The only reason to change these settings is to overwrite data on either your phone or Palm Desktop software, or to avoid synchronizing a particular type of file.

In addition to the conduits for Date Book, Address Book, To Do List, Memo Pad, and Expense, Palm Desktop software includes System and Install conduits. The System conduit backs up the system information stored on your phone, including Graffiti Shortcuts. The Install conduit installs applications on your phone.

### Customizing Settings

1. Click the HotSync Manager icon in the Windows task bar to open the HotSync Manager.
2. From the HotSync Manager menu, click **Custom**.



3. Select the desired **User** name from the list.
4. Select the application from the **Conduit** list.
5. Click **Change**.
6. Select the desired changed information from the choices listed in the dialog box.
7. Choose the duration of the setting.
  - ▶ To have the setting affect only the next HotSync operation, deselect **Set as Default**.
  - ▶ To have the setting remain permanently, click the **Set as Default** setting.
8. Click **Done** to activate the settings.

## Performing a HotSync<sup>®</sup> 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 allows you to 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 software and your phone software. You need to activate the feature, however, on both Palm Desktop software and your phone.

### Performing a Network HotSync Operation

1. Click the HotSync Manager icon in the Windows task bar to open the HotSync Manager.
2. From the HotSync Manager menu, click **Network**.
3. From the HotSync Manager menu, click **Setup**.
4. Click the **Network** tab. Click on the user name to select. A check mark is placed next to the user name.
5. Click **OK**.
6. Perform a HotSync operation as normal.

---

**Note:** During the HotSync operation, the desktop computer network information is stored on your phone. With this information, your phone can locate the computer when performing a HotSync operation over the network.

---

### Setting up your phone for Network HotSync

1. Tap the Applications Launcher icon .
2. Tap the HotSync icon .
3. Tap the Menu Launcher icon .
4. Select **Options** and tap **Modem Sync Prefs**.
5. Tap **Network**.
6. Tap **OK** to exit.

### Using File Link

The File Link feature allows you to import Address Book and Memo Pad information into your phone from a separate external file such as a company phone list. HotSync Manager stores the data in a separate

category in the Palm™ Desktop application and your phone. 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.

## **IR HotSync® Operations**

Your phone 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 not only can you beam data to another Palm OS® handheld that is equipped with an IR port, but you can also beam data to a cell phone and any other device that supports the IrCOMM implementation of the IrDA standards. Most importantly, you can use the IR port to perform HotSync operations. This is especially useful if you travel with an infrared-enabled laptop. You simply enable infrared communication on your laptop and handheld 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 desktop computer must have the following requirements:

- ▶ The computer must support the IrCOMM implementation of the IrDA standards.
- ▶ The computer must have an enabled infrared port that is built into the computer, or an enabled infrared device attached to the computer.

Desktop computers are likely to require an infrared device attached to a physical COM port. Laptop computers are likely to have a built-in IR port, so no external device is necessary. Your computer must also have an

installed infrared driver. Check your computer's documentation to learn if the computer supports infrared communication. If your desktop computer uses Microsoft® Windows® 98, 2000, or XP, infrared communication is built into the operating system.

**To check the ports used for infrared communication:**

1. In the Windows task bar, click **Start**, choose **Settings**, and then **Control Panel**.
2. Double-click **Infrared**.
3. Click the **Options** tab.
4. Select **Enable infrared communication**.

---

**Note:** 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.
6. Deselect any other check boxes in the **Options** tab.
7. Click **Apply** and **OK** to exit.

**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. Select **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**.

---

**Note:** The HotSync Manager is now communicating with the simulated port defined for infrared communication. This means that you cannot use your cradle again until you reconfigure the HotSync Manager to communicate with the port defined for cradle synchronization.

---

## Performing an IR HotSync® Operation

After you complete the steps to prepare for performing an IR HotSync operation, it is easy to perform the actual operation.

### To perform an IR HotSync operation:

1. Tap the Applications Launcher icon .
2. Tap the HotSync icon .
3. Tap **Local**.
4. Tap the drop down menu below the HotSync icon and select **IR to a PC/Handheld**.
5. Position the IR port of your handheld 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 cradle HotSync operations

1. If needed, connect the cradle to a serial (COM) port of 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 cradle is connected.
5. Click **OK**.

## Changing the Plugin Screen

The i500 installation CD comes with additional images that can be used to replace the analog clock image. Since the analog clock is stored in your phone's memory, it can be re-installed by deleting the new image. To change the image:

1. On your desktop/laptop, click **Start/Palm™ Desktop** and select the **Install Tool**.
2. Click the **Add** button.
3. Navigate to **c:\program files\samsung\sph-i500**.
4. Select one of the following plug-in images and click **Open**.
  - ▶ GrLib\_Calendar.prc - Installs the Calendar image.
  - ▶ GrLib\_World Clock.prc - Installs the world clock image.
5. Perform a HotSync operation to copy the new image into your phone.
6. When the HotSync operation is completed, tap  from the phone main menu.
7. Select **Options** and tap **Preferences**.
8. Tap the **Display** button.
9. Tap the **Screen** button.
10. Tap the drop down arrow under **Idle Screen** and select **Plugin: <Plugin Name>**.
11. Tap Done to exit.

## Re-installing the Analog Clock Idle Image

1. Tap .
2. Tap  and select **Delete**.
3. Tap to highlight **GrLib**.
6. Tap **Delete**.

## Section 2R

# Troubleshooting

### In This Section

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- ▶ **Resetting Your Handheld**
  - ▶ **Tips**
  - ▶ **Common Problems**
- 

**T**his section contains helpful troubleshooting tips that allow you to diagnose and fix several common issues quickly and easily. If you are unable to fix the problem, please contact PCS Customer Solutions at 1-888-211-4727.

## Troubleshooting

Before contacting PCS Customer Solutions, try the following:

- ▶ Make sure that the battery is properly attached to your phone.
- ▶ Make sure that the battery is fully charged.
- ▶ Make sure that there is no visible physical damage to your phone or battery.
- ▶ Make sure that the desktop holder is plugged in to a working receptacle.
- ▶ Perform a soft or hard reset of the PCS Phone by using the stylus to press the reset button located on the bottom of your phone, next to the power/accessory interface connector.
- ▶ If unable to HotSync, make sure that Local Serial is selected by right clicking the HotSync icon located in the menu bar.
- ▶ If you still cannot perform a HotSync, make sure that the correct COM port is selected in the HotSync Setup. For more information, see "Selecting HotSync Setup Options" on page 155.
- ▶ If you are using Windows 2000 or XP, make sure you have the proper user rights. You must have Standard User rights to install the i500 software.

### Resetting Your Handheld

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 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 is doing and start over again. All records and entries stored in your handheld computer are retained with a soft reset. After a soft reset, the main phone screen is displayed.

To perform a Soft Reset:

- ▶ Unscrew the stylus and use the reset tool to gently press the reset button located in the bottom right corner of your handheld.

## Performing a Hard Reset

A hard reset erases all records and entries stored in your handheld. Never perform a hard reset unless a soft reset does not solve the problem. To restore your data after a hard reset, you must perform a HotSync operation.

---

**Note:** You can restore any data previously synchronized with your computer during the next HotSync operation.

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**Note:** With a hard reset, the current date and time are retained. Formats, Preferences, and other settings are restored to their factory default settings.

---

To perform a Hard Reset:

1. To perform a hard reset, unscrew the stylus and locate the reset tool.
2. Press and hold the phone button  located on the right side of your phone, then use the reset tool to press the reset button. Remove the reset tool from the reset hole and wait for the Palm™ screen to display, then release the phone button.
3. An **Erase all data** screen is displayed confirming the hard reset. Press the up scroll key on the front of the phone to perform the hard reset.

---

**Note:** If the message “Erase All Data” is not displayed on the screen, you have not performed the steps listed above correctly. If the down scroll key is pressed, it will cancel the hard reset.

---

## Tips

### Removing the i500 from the Desktop Holder

To remove the i500 from the desktop holder, pull the handset towards you and then pull out. DO NOT pull straight up, or damage to the power connector on the bottom of the holder may occur. See the illustration below for proper removal.



### Internal/External Battery Charge

Your PCS Phone comes with a rechargeable battery. You should charge the battery as soon as possible so you can begin using your phone.

Keeping track of your battery's charge is important. If your battery level becomes too low, your phone automatically turns off and all information being worked on is lost. For a quick check of the battery level, glance at the battery charge indicator icon located in the upper-right corner of your phone's display screen. If the battery charge is getting too low, the battery icon (  ) blinks and the phone sounds a warning tone.

There is also an internal backup battery that saves all the settings in the phone when the regular battery is discharged. An internal backup battery needs to be charged initially for 24 hours. To make sure the internal battery is charged, do not disconnect the main battery from the phone for 24 hours. When the external battery is fully discharged, the internal battery will maintain data for 15 hours. Once the internal battery is fully discharged, all data is lost and a HotSync operation must be performed to retrieve any lost data.

## Screen Calibration

The first time the handheld computer is turned on, a setup screen is displayed with instructions. These instructions include a calibration setup that aligns the internal circuitry with the touch sensitive screen.

Make sure you always use the stylus when touching the screen. If you use another device or your fingernail, the device is not be calibrated correctly and the touch area will not be accurate.

You can also calibrate the screen anytime by:

1. Tap  from the phone main menu.
2. Tap  for **Preferences**.
3. Tap the drop down arrow in the upper right corner and select **Digitizer**.
4. Follow the on-screen instructions to calibrate the screen.
5. Press  to exit.

## HotSync® to Save Current Settings

If you are constantly adding new data to your i500, make sure that you perform a HotSync periodically to save any recent changes. If the unit loses data from a discharged battery or crashes, it can be easily restored performing a HotSync provided the data is current on the desktop/laptop machine. If the data is not current, all changes made prior to the last HotSync will be lost.

When you perform a HotSync, make sure the Custom System setting is **Handheld overwrites Desktop**.

To set the Custom settings:

1. From your desktop/laptop PC, click on the HotSync icon in the menu tray.
2. Click on **Custom**.
3. Highlight System and click the **Change** button.
4. Select **Handheld overwrites Desktop** and click **OK**.
5. Click **Done** to exit.

## Settings Chart

	Soft Reset	Hard Reset	HotSync
Speed Dial	no change	Cleared	Recovered
Voice Dial	no change	Cleared	Not Supported
Voice Memo	no change	no change	Not Supported
Application Buttons (PDA)	no change	Set back to default	Recovered
Application Buttons (Phone)	no change	Set back to default	Recovered
Contrast/Brightness	no change	Set back to default	Not Supported
Bookmarks	no change	Cleared	Recovered
General Preferences	no change	Set back to default	Recovered
Network Panel	no change	no change	Not Supported
Phone Ringer Type Setting	no change	no change	* Not Supported
Address Book	no change	Cleared	Recovered

### Notes:

1. To recover any changed settings, the user must perform a HotSync after making custom changes. Then perform a HotSync where HotSync manager is set to **Handheld overwrites desktop**.
2. If Data is lost or hard reset is performed, the user must perform a HotSync with the HotSync manager set to recover settings.

\*This setting is not saved in the Palm file when a HotSync is performed, but is saved in the native phone setting.

## Common Problems

This guide contains common solutions to problems that may arise when operating your i500. Please look over the following list of solutions before calling PCS Customer Solutions.

### HotSync

**Question:** I occasionally see an error message when HotSync starts up that says that Com port X is not available or the Com port setting changes when I plug the i500's USB port into my system.

**Answer:** There are additional USB drivers that were installed when you went through the setup from the i500 distribution CD for the Samsung USB Composite Device and the Samsung CDMA modem. These drivers are not actually used during HotSync operations. As with all USB TAPI Com port drivers, the Com number being used will change if you plug the cable into a different physical USB port on many systems and laptops. Additionally, if you have other Palm OS<sup>®</sup> serial devices, or Palm OS devices with USB-to-Serial converters like the Samsung SPH-i500 or the Palm<sup>™</sup> USB Connect device, you must maintain **Local Serial** checked in order to sync these devices. The i500 is a native mode USB device; you **MUST** have **Local USB** checked to avoid problems during HotSync operations. We recommend that you leave the **Local Serial** entry UNCHECKED, unless you are actively syncing one of your other devices. If you see any error messages regarding Com port availability from HotSync, just hit the **OK** button. As long as the **Local USB** setting is checked, you will HotSync without problem.

**Question:** Can I HotSync numerous devices to one user?

**Answer:** You should not synchronize multiple devices unless they are the exact same hardware device. (This is especially true with PDA/Cellular handset hybrids.) The best way would be to beam your Address Book, Memo Pad, Todo lists, etc from the old handset to the i500. Install the Palm OS applications one at a time. That way, if there is a problem, it can be narrowed down quickly to the correct device or profile.

**Question:** I cannot perform a HotSync operation with Palm Desktop version 4.0 installed?

**Answer:** Palm™ Desktop 4.0 was only released a short time before being upgraded to version 4.1. You MUST use Palm Desktop ver 4.1 with the i500. This software fixed numerous issues. You can download the software from <http://www.palm.net> or install from the distribution CD.

To install the Palm Desktop 4.1 software:

1. Close any HotSync or Palm Desktop Software currently running on the system.
2. Download the software from <http://www.palm.net> or install from the distribution CD.
3. After the software download is complete, install the software on to your system.

**Question:** Can I sync my existing backup from my old Palm OS® device to my SPH-i500?

**Answer:** NO! Due to the integration of the cellular handset into the i500's Palm OS implementation, some of the system files that are synced during a HotSync operation are unique to the i500. Dropping a backup from ANY other Palm OS device may cause network/serial connectivity and other features to stop working properly, or may result in a permanent "Fatal Error" every time you power on the handset until you do a hard reset. If you have an existing Palm Powered™ device, simply beam address book, datebook and other data to the i500. When doing an initial HotSync®, create a NEW user name for the i500. You will then need to use the Palm Install tool or your other application's install programs to finish setting up your i500.

**Question:** Can I use my existing email client on my SPH-i500?

**Answer:** Maybe. . . Existing email clients like Eudora and MultiMail Pro have been tested and they work properly on the i500. A problem MAY exist if you are having to dial into a corporate network for security reasons. The configuration of the PCS's Vision network precludes dialing a discrete phone number for data access: you must instead dial into the Vision network to access mail servers or any other Internet resources. Many corporate networks require you to dial into a secure access device

for access to their mail servers. If this is the case, you may not be able to access your email. Sprint has personal and enterprise editions of their Business Connection software, which provides a client that will allow you to access your MS-Outlook (and some other email clients) directly from your i500. Information and downloads of these clients are available on the Sprint website at <http://www.sprintpcs.com>. If you don't have any of the aforementioned security issues with the network you're trying to access, simply follow the directions that come with whatever email application you want to use. Typically you will need the mail server's complete Internet hostname or IP address, whether access is setup for POP3 or IMAP protocol for remote access, and your username/password for the mail server to set up the application, all of which your email administrator can provide for you.

**Question:** How can I do a HotSync modem sync with my i500?

**Answer:** Due to the design of the PCS Vision network, you CANNOT do a modem sync. However, if your system is on the Internet, you can, instead do a Network sync. Please see "Performing a HotSync Operation via a Network" on page 156 of the Online User Manual for instructions on how to set up a network sync.

**Question:** Can I do a LAN or Network sync with my SPH-i500?

**Answer:** Yes, please see "Performing a HotSync Operation via a Network" on page 151 of the Online User Manual for instructions on how to set up a LAN or network sync.

**Question:** I cannot perform a HotSync operation when I press the HotSync button on the Desktop Holder?

**Answer:** Performing a HotSync operation by pressing the button on the Desktop Holder requires power from the Travel Charger. The Travel Charger plugs into the side Desktop Holder. Make sure that the Travel Charger is plugged into a wall outlet and then connected to the Desktop Holder. A HotSync operation can still be performed from the device using the HotSync screen.

To perform a HotSync with the device and Desktop Holder with no Travel Charger power connected:

1. Place the device into the Desktop Holder.
2. Tap  to view the Applications menu.
3. Tap the HotSync icon  .
4. Make sure that Cradle/Cable is listed and tap  to perform the HotSync operation.

**Question:** I have connected all cables, supplied power to the Desktop Holder using the Travel Charger, and installed the required software, but I cannot perform a HotSync?

**Answer:** If you plug your cradle into different physical USB ports or use dock/undocked configurations, your system could install a different instance of the i500 drivers on a different COM port. The COM port setting will change based on the dock/undocked configuration. Click on the HotSync icon in the System Tray and select **Setup**. Select the **Local** tab and click on the drop down arrow next to "Serial Port" to select the desired COM port. Make sure that you have **Local USB** selected in the HotSync control panel as the type of connection and that **Local Serial** is not checked. The cable connects to your computer as a USB cable.

To check your connection:

1. Right click on the HotSync manager icon in the tool bar.
2. If not selected, click on Local USB.
3. Try the HotSync operation again.

**Question:** When I perform a HotSync operation, none of my Microsoft Outlook information is included?

**Answer:** If you want to synchronize Contacts, To-Do-Lists, Memos and DateBook items between Microsoft Outlook and your i500, you must install the PocketMirror software. Click the Install PocketMirror button to start installing PocketMirror and follow the on screen instructions. Once the software is installed, perform the HotSync operation again.

**Question:** I have PocketMirror installed, but I still cannot get my Microsoft Outlook information to HotSync?

**Answer:** Open Microsoft Outlook, click on the **View** drop down menu, and select **Folder List**. Locate and click on the PocketMirror folder. Delete the contents in this folder and then perform the HotSync operation again.

## Fatal Errors

**Question:** I am receiving “Fatal Errors” when using the i500?

**Answer:** When you receive a fatal error message, it can sometimes be caused by information copied during a HotSync or other applications not operating correctly. To fix this problem, create a new user profile and perform a HotSync® operation. To create a new user profile:

1. Perform a hard reset (for more information on performing a hard reset, see the i500 Online Guide) and place the i500 into the cradle.
2. Launch the Palm™ Desktop application on the desktop/laptop computer.
3. Click on **Tools** and select **Users**.
4. Click the **New** button and enter a name for the user.
5. Click **OK** exit the User screen.
6. Press the HotSync button on the cradle.
7. Select the new user profile in the HotSync dialog box.
8. Add one application at a time from the old profile to determine if one is corrupted.

## USB Problems

**Question:** I occasionally see an error message when HotSync starts up that says that Com port X is not available or the Com port setting changes when I plug the i500's USB port into my system.

**Answer:** There are additional USB drivers that were installed when you went through the setup from the i500 distribution CD for the Samsung USB Composite Device and the Samsung CDMA modem. These drivers are not actually used during HotSync operations. As with all USB TAPI Com port drivers, the Com number being used will change if you plug the cable into a different physical USB port on many systems and laptops. Additionally, if you have other Palm OS<sup>®</sup> serial devices, or Palm OS devices with USB-to-Serial converters like the Samsung SPH-i500 or the Palm<sup>™</sup> USB Connect device, you must maintain **Local Serial** checked in order to sync these devices. The i500 is a native mode USB device; you **MUST** have **Local USB** checked to avoid problems during HotSync operations. We recommend that you leave the **Local Serial** entry UNCHECKED, unless you are actively syncing one of your other devices. If you see any error messages regarding Com port availability from HotSync, just hit the **OK** button. As long as the **Local USB** setting is checked, you will HotSync without problem.

**Question:** Why is the computer asking for USB drivers when I plug in the USB interface cable?

**Answer:** The cable cannot be plugged in the computer before the drivers are installed using the Installation CD that came with your phone. **DO NOT ATTEMPT** to install the drivers using the Windows Hardware Manager. Unplug the cable from the computer. Perform the driver installation procedure to install the drivers and then plug the cable back in to the computer.

**Question:** I plugged in my USB cable while Windows was booting up and I cannot perform a HotSync?

**Answer:** If the cable was plugged in while Windows was booting up, there is a chance that the USB bus was being scanned before the cable was connected. Later on when the bus was scanned again, it noticed that the new device was present and added it to the list of devices. This may cause unreliable results or behavior. Unplug the cable and reboot the system. Wait until the system is done booting and then plug in the cable. The cable can be unplugged or plugged in at anytime when the system is active.

## Resetting the i500

**Question:** How do I perform a soft reset on my i500?

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**Note:** When you perform a Soft Reset, no stored data is lost.

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**Answer:** Use the stylus briefly to press the reset button on the i500 located on the bottom of the phone, next to the power/accessory interface connector.

**Question:** How do I perform a hard reset?

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**Note:** All data is lost when a hard reset is performed. The handset is reset to the factory settings. See "Settings Chart" on page 168.

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**Answer:** To perform a hard reset:

1. Press and hold the phone button (  ) located on the side of the phone, then use the stylus reset tool (unscrew the stylus to access the reset tool) to press the reset button.
2. Remove the stylus reset tool from the rest hole and wait for the Palm™ Screen to display, then release the phone button. An "Erase all data" screen is displayed confirming the hard reset.
3. Press the up scroll key on the front of the phone to perform the hard reset.

## Operating Systems

**Question:** Can I set up new entries or modify the existing entry in the Palm OS® Network Panel?

**Answer:** NO! Access to the Internet is via the PCS Vision network; the setup/configuration in the PCS Network Panel entry should not be modified in any way, or else you may no longer be able to access the network. Please note that if you change your Vision password on the Sprint Website, the password in the Network Panel is automatically updated wirelessly! Unlike previous Palm OS devices, any devices enabled on the PCS Vision network cannot dial out through the network, so although it is physically possible to set up a different network connection on the device, you will not be able to access it.

**Question:** Can I use this with my Macintosh computer?

**Answer:** The i500 is not supported for use with Macintosh computers.

**Question:** Does this work with Windows 95, 98, XP, or 2000?

**Answer:** Yes. Make sure that Palm™ OS version 4.1 is installed. Prior versions of the Palm desktop will not operate correctly with the platforms.

**Question:** I get an error message about not having the proper rights to perform this function when using Windows XP or 2000?

**Answer:** In Windows XP and 2000 you must have “Standard User Rights.” If you are working on a network, please see your IT department or consult the Microsoft documentation for more information.

**Question:** I am having problems when trying to install a USB device or a USB device is not recognized.

**Answer:** Depending on the Windows version being used, you may or may not see a window display when you plug in the USB interface cord. If the USB cradle was plugged in before the drivers were installed, you must remove the incorrect driver. To make sure that there are no problems, you must look at the system devices to make sure that there are no devices that are conflicting with one another. To check, follow the steps listed below:

1. Click on **Start/Settings/Control Panel**.
2. Double click on the **System** icon.
3. Click on the **Devices** tab.
4. Review the Universal Serial Bus controllers list and look for any yellow exclamation point icons. These icons indicate that Windows is having a problem with the device.
5. If you find a device that is not responding correctly, click on the entry and press the **Delete** key.
6. Close the System dialog box and reboot if necessary.

**Question:** My phone is constantly locking up or getting fatal errors. What should I do?

**Answer:** You need to make a copy of your backup folder and perform a hard reset on your phone. To perform the operation:

1. Double click on your **MY COMPUTER** icon. Click on **C Drive/Program Files/Palm™ folder**.
2. Right click on the **Backup** folder and select **Copy**. Paste the folder to the desktop.
3. Return to **C:\Program Files\Palm\Backup**. Right click and select **Select All**. Press the **Delete** key. Confirm the delete by pressing **Enter**.
4. (THIS STEP WILL ERASE ALL DATA ON THE PHONE, make sure that the Backup folder was copied correctly in the steps above). Perform a hard reset on the phone by pressing the phone button and then pressing the end of the stylus in the reset hole located on the bottom of the phone. Release the reset pin and then the contrast button. Press the navigation key up to select **Yes**.

5. Place the device back in the cradle and press the HotSync button.
6. After a successful HotSync<sup>®</sup>, install your third party applications one at a time from the backup menu copied to the desktop using the Palm Installer.

## Palm OS<sup>®</sup> Applications

**Question:** Can I use my i500 to dial into my corporate RAS/email/VPN/Fax Machine?

**Answer:** No. The design of the PCS Vision network only allows you to dial the data connection for PCS Vision at #777. Once connected, you have access to the Internet via TCP/IP networking. If supported by your software, you can access VPN/email servers, etc by connecting to their hostname or IP address. Since the i500 is 3G enabled, it does not support third party dial up connections like previous versions of PDA phones.

**Question:** Will my existing Palm OS<sup>®</sup> Applications work with my i500?

**Answer:** Yes. Most Palm OS<sup>®</sup> applications work without any problems.

**Question:** Can I use my Palm OS<sup>®</sup> applications and talk on the phone at the same time?

**Answer:** Yes. You can use the speaker phone or optional headset to talk on the phone while working on your i500.

**Question:** Can I install multiple conduit applications like PocketMirror, Intellisync, etc?

**Answer:** No. More than one conduit can cause system lockups and other problems. Select one preferred conduit application and install. If you decide later that you would like a different conduit application, remove the Palm<sup>™</sup> Desktop application and delete all the subdirectories, then reinstall along with the desired conduit application.

## Using your i500 with the PCS Business Connection Palm OS Client

**Problem:** If you boot your system up with the i500 cradle connected AND an active BizConn sync in progress, you may be intermittently left in a state in which nothing happens when you press the HotSync button.

**Resolution:** Remove the handset from the cradle and reboot the system; do not put handset in cradle during the boot process. Intermittently, if you plug in the USB cable from the cradle into a booted system while the BizConn client is actively syncing, the device may not be properly recognized and register as a yellow-banded USB device in the Device Mgr. Attempts to manually reinstall the driver fail.

### Resolutions:

- a.) Remove the handset from the cradle, plug the USB cable into a different port and replace the handset. If you DO NOT have multiple USB ports available, go to “b.”.
- b.) Un-install yellow-banded device, unplug the USB cable from system, remove handset from the cradle, shutdown system, plug USB cable back in, replace handset after system fully boots.

## Battery

**Question:** What is the battery life of my i500?

**Answer:** Your i500 has two batteries installed. An internal battery and an external battery. The internal battery keeps all your stored data from being lost when the external battery becomes fully discharged. The data can be saved for a total of 15 hours. If the external battery is not re-charged or another full battery connected within the 15 hours, the data will be permanently lost. The external battery provides approximately 2.5 hours of continuous digital talk time (1 hour in analog) or approximately 96 hours of continuous digital standby time (14 hours in analog). When the battery reaches 5% of its capacity, the battery icon blinks and there is approximately two minutes of talk time left. The phone also sounds an audible alert every 30 seconds and then powers down.

# **Using PCS Service Features**

## Section 3A

# PCS Service Features: The Basics

### In This Section

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- ▶ **Using Voicemail**
  - ▶ **Text Messaging**
  - ▶ **Using Caller ID**
  - ▶ **Responding to Call Waiting**
  - ▶ **Three-Way Calling**
  - ▶ **Forwarding Your Calls**
- 

Now that you've mastered your phone's fundamentals, it's time to explore the calling features that enhance your PCS Service.

# Using Voicemail

## Setting Up Voicemail

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**Tip:** When you are roaming off the Sprint NationwidePCS Network, you may not receive notification of new voicemail messages. It is recommended that you periodically check your voicemail by dialing 1 + area code + your phone Number.

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The first thing you'll want to do after activating your phone is set up your voicemail. The voicemail option allows others to leave messages when your phone is turned OFF, you are out of your coverage area, when you choose not to answer a call, or when there is no signal. To set up your Voicemail, see "Setting Up Your Voicemail" on page 11.

## Knowing When You Have Messages

There are several different ways your phone alerts you of new messages:

- ▶ By displaying a message on the screen.
- ▶ By playing an assigned ringer type.
- ▶ By a blinking red LED.
- ▶ By displaying  at the top of your screen for voicemail messages or page/text messages.

If a text message is too long, you can use the scroll bars to move to the next page.

## New Voicemail Message Alerts

When you receive a new voicemail message, your phone alerts you and displays the following options. To select an option, tap it on the screen.

- ▶ **Talk** - Tap the **Talk** button to play the voicemail.
- ▶ **Cancel** - Tap the **Cancel** button to clear the voicemail indicator.

## Retrieving Your Voicemail Messages

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**Tip:** To access your voicemail, you can also press and hold  .

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You can review your messages directly from your phone or from any other touch-tone phone. Voicemail messages are saved on the network, so they are accessible anywhere.

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**Note:** You are charged for airtime minutes when you are accessing your voicemail.

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### Using the Menu Keys on Your Phone to Access Your Messages:

1. From the phone main menu, tap the Menu Launcher .
2. Select **Messages** and tap **Voicemail**.
3. The Voicemail screen is displayed.
4. Tap **Listen**.
5. The phone automatically dials your voicemail box.
6. Enter your pass code.

---

**Note:** If this is the first time you have accessed your voicemail, the system will prompt you to setup your mail box before listening to any new messages. Follow the instructions given to setup your mail box.

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### Using a Phone Other Than Your Phone to Access Your Messages:

1. Dial your phone number.
2. When your voicemail box answers, press .
3. Enter your pass code.

## Clearing the Voicemail Message Icon

Your phone may temporarily continue to display the icon after you have checked your voicemail messages.

To clear the icon from the display screen:

1. Tap the **Voicemail** icon on the top of the phone main screen.
2. The Messages screen is displayed. Tap **Voicemail** from the message list.
3. Tap the **Reset** button.

## Text Messaging

Text messaging allows you to stay connected to friends, family, and co-workers 24 hours a day with always-on text capabilities anywhere on the enhanced Sprint Nationwide PCS Network. New text messages can be received anywhere at anytime while you are located in the Sprint Nationwide PCS Network.

## Deleting All Messages

To delete all messages:

1. Tap  to view the Application menu.
2. Tap  for **Messages**.
3. Tap **Page/Text** from the drop down menu.
4. Press  and select **Delete All**.
5. Tap **Yes** to confirm the deletion.
6. Tap **Done** to exit.

## Signing Up for Updates

With Updates, you can have news and information sent directly to your PCS Phone at the times you choose.

To select the information you want to send to your PCS Phone:

1. From your computer, log on to the Internet.
2. Go to the site from which you want to receive information. A few of the sites you can visit are America Online®, Yahoo!®, MSN® and eBay®. (The location where you request updates within each site will vary.)

3. Where indicated on the site, input your 10-digit PCS Phone Number followed by “@messaging.sprintpcs.com.” For example:  
5551234567@messaging.sprintpcs.com.

Upon completing the registration process, you should begin receiving updates on your PCS Phone as requested.

## Viewing Pictures

A picture URL can be sent using text messaging. The URL can be extracted from the message and then displayed in the Web browser.

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**Note:** You must have a PCS Vision account to view the image.

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To view the image:

1. Tap  to view the Application menu.
2. Tap  for **Messages**.
3. Tap the desired message from the list that contains the image. The message will say “You have a picture! Click GO to view.”
4. Tap  and select **Extract Info**.
5. Tap the **Launch** button to view the image in the Web browser.

## Using Caller ID

Caller ID lets you know who’s calling by displaying the number of the person calling when your phone rings. Similarly, if you call someone who has this feature, your phone number displays on their phone. If the caller’s name and number are already stored in your Internal Phone Book, the corresponding name appears with the number.

To block your phone number from being displayed for a specific outgoing call:

1. Tap  **SHIFT**  .
2. Enter the number you want to call.
3. Press  (if **Roaming** press  first).

To permanently block your number, call PCS Customer Solutions.

## Responding to Call Waiting

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**Tip:** For those calls where you don't want to be interrupted, you can temporarily disable call waiting by pressing    before placing your call. Call Waiting is automatically reactivated once you end the call.

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You can answer an incoming call while on an existing call. If you are on an existing call and another call is received, a tone is heard and a call waiting message is displayed on the screen. If the caller is stored in the address book, their name is also displayed.

### Answering a Waiting Call

1. Tap the  button. The phone connects to the other call while placing the existing caller on hold.
2. Tap the  button again to switch back over to the original caller.

### Three-Way Calling

Three way calling allows you to talk to two different people at the same time. When using this feature, normal airtime rates apply for each of the two calls.

1. Enter the number you wish to call and tap .
2. During the conversation, tap .
3. Dial the second person.
4. Tap . When the person answers, tap  again to connect all three parties.

If one of the people you called hangs up, you and the remaining caller stay connected. If you initiated the call and are the first one to hang up, all three calls are disconnected.

## Forwarding Your Calls

Call Forwarding lets you to forward all your incoming calls to another phone number - even when your phone is turned off. You can still make calls from your phone with Call Forwarding activated.

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**Note:** You are charged a higher rate for calls you have forwarded. Contact Sprint for more information.

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### To Activate Call Forwarding:

1. Tap    
2. Enter the area code and phone number where the incoming calls are forwarded.
3. Tap . A confirmation tone is heard that confirms the activation of Call Forwarding.

### To Deactivate Call Forwarding:

1. Press     
2. Press . A confirmation tone is heard that confirms the deactivation of Call Forwarding.

## Section 3B

# PCS Vision<sup>SM</sup>

### In This Section

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- ▶ **Browsing the Web**
  - ▶ **PCS Business Connection<sup>SM</sup>**
- 

PCS Vision<sup>SM</sup> brings you clarity you can see and hear, with enhanced, always-on mobile multimedia capabilities like email, pictures and games that are easy to learn and use. This rich, colorful graphic experience will be visually comparable to your home or office computer. It's a revolutionary way to look at wireless.



# Browsing the Web on Your Phone

## Launching the Web

To launch the Web:

1. Tap  to launch the applications menu.
2. Tap the **Blazer** icon .

## Your User Name

When you buy a PCS Phone and sign up for service, you are assigned a user name. Then, when you use PCS Vision Services, your user name is submitted to identify you to the Sprint Nationwide PCS Network. The user name is also useful as an address for email and instant messaging, as a way to personalize Internet services, and as an online virtual identity.

A user name is typically based on the customer's name and a number, followed by "@sprintpcs.com." For example, the third John Smith to sign up for PCS Vision Services might have jsmith003@sprintpcs.com as his user name. If you want a particular user name, you can visit [www.sprintpcs.com](http://www.sprintpcs.com) and get the name you want – as long as nobody else has it! To view the current user name, see "Changing the Greeting" on page 42

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**Note:** If you already have a PCS Mail User Name, that will automatically become your PCS Vision User Name.

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Your user name will be automatically programmed into your PCS Phone. You don't have to enter it.

## Net Guard

When first connecting to the Internet, the Net Guard will appear to confirm that you want to connect. It helps you avoid accidental connections.

To change your Net Guard settings:

1. Tap  to launch the applications menu.
2. Tap the **Blazer** icon .
3. Tap  and select **Options** and tap **Blazer Preferences**.
4. Tap the box to place a check next to **"Ask before establishing Internet Connection"**.
5. Tap  to save and exit.

---

**Note:** When On, the Net Guard will appear only once per session. The Net Guard does not appear if the phone is merely re-connecting due to a time-out.

---

## Browsing the Web

Browsing the Web is easy once you've learned a few basics. Here are some tips for browsing the Web with PCS Vision:

### Scrolling

As with other parts of your phone's menu, you'll have to scroll up and down to see everything on some Websites.

- ▶ Press the volume or Up/Down Scroll Keys.

### Going Back

- ▶ Tap the back arrow located on the bottom of the display.

### Going Home

- ▶ Tap the home icon  located on the bottom of the display.

### Going to a Specific Website

To go to a particular Website by entering a URL (Website address):

1. Tap  for the **Bookmarks** icon and tap .
2. Enter the URL using your keypad or On-Screen keyboard.
3. Tap .

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**Note:** Not all Websites are viewable on your phone.

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### Creating a Bookmark

Bookmarks allow you to store the address of favorite Websites for easy access at a later time.

To create a bookmark:

1. Connect to the Internet and navigate to the desired Website.
2. Tap the  **Bookmarks** icon.
3. Tap an empty box to display the **New Bookmark** screen.
4. Tap the Use Current button to automatically fill out the description and current Website URL information.
5. Tap  to save and exit.

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**Note:** Bookmarking a page does not store the page contents, just its address.

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**Note:** Some pages cannot be bookmarked. Whether a particular Web page may be marked is controlled by its creator.

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### Accessing a Bookmark

To access a bookmark:

1. Connect to the Internet and navigate to the desired Website.
2. Tap the  **Bookmarks** icon.
3. Tap the desired bookmark box.

### Deleting a Bookmark

1. Tap the  **Bookmarks** icon.
2. Tap the **Edit** button.
3. Tap the desired bookmark box.
4. Tap the **Delete** button.
5. Tap **OK** to confirm deletion.

## Reloading a Web Page

1. Tap , select **Page**, and tap **Refresh**.

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**Tip:** You can also use the shortcut stroke with the letter “R” in the Graffiti writing area.

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## Restarting the Web Browser

If the Web browser appears to be malfunctioning or stops responding, you can usually fix the problem by simply restarting the browser.

To restart the Web browser:

1. Tap  to launch the applications menu.
2. Tap the **Blazer** icon .



## PCS Business Connection<sup>SM</sup> Personal Edition

PCS Business Connection<sup>SM</sup> Personal Edition is designed to offer secure wireless access to both Microsoft<sup>®</sup> Outlook<sup>®</sup> and Lotus Notes<sup>®</sup>.

PCS Business Connection Personal Edition delivers the following features:

- ▶ **Business email access:** Read, reply to, forward, delete and compose your company email.
- ▶ **Company directory and contacts:** Search, view, call, and email contacts from your company's directory. Do all this and add/edit your personal contacts.
- ▶ **Work calendar:** Accept and reject meetings, view daily summaries and details, navigate to various dates.
- ▶ **Files/information on your PC:** Browse folders, download and view documents from any device using a PC browser or Pocket Internet Explorer.

To use PCS Business Connection Personal Edition, install Business Connection Personal Edition software on your work PC. This allows data to be securely retrieved in real-time by your phone when connected to the Sprint Nationwide PCS Network. There is a monthly charge for PCS Business Connection, and usage charges will also apply.

When your work PC isn't on, you can share connections with your co-workers so that you always have access to your email, calendar and contacts. Your data remains secure behind the corporate firewall and any changes you make on your phone are instantly updated on your corporate server without the need to synchronize.

Additional Business Connection solutions are available to your company. For more details, visit [businessconnection.sprintpcs.com](http://businessconnection.sprintpcs.com).

## PCS Vision FAQs

### **How will I know when my phone is ready for PCS Vision Service?**

Your user name (for example, bsmith001@sprintpcs.com) will display on your phone's display screen if "User Name" is selected for the greeting. For more information on setting the greeting, see "Changing the Greeting" on page 42.

### **How do I sign-in for the first time?**

You are automatically signed in to PCS Vision Services when you turn on your phone.

### **How do I know when my phone is connected to PCS Vision Services?**

Your phone automatically connects when PCS Vision Service is used or an incoming message arrives. Your phone will also display the icon. (Connecting takes about 10-12 seconds.)

### **Can I make calls and use PCS Vision Services at the same time?**

You cannot use voice and data services simultaneously. If you receive a call while the data service is active, the call will be forwarded into voicemail. You can place an outgoing call at any time, but it will interrupt any in-progress data session.

### **When is my data connection active?**

Your connection is active when data is being transferred. Outgoing calls are allowed, but incoming calls go directly to voicemail. When active, the  indicator flashes on your phone's display screen.

### **When is my data connection dormant?**

If no data is received for 10 seconds, the connection goes dormant. When the connection is dormant, voice calls are allowed. (The connection can go active again quickly.) If no data is received for a long time, the connection will terminate.

### **Can I sign out of data services?**

You can sign out without turning off your phone, however you will not be able to browse the Web or use other PCS Vision Services. While signed out, you can still place or receive phone calls, check voicemail, and use other voice services. You may sign in again at any time. To sign out, tap



## Section 3C

# PCS Voice Command<sup>SM</sup>

### In This Section

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▶ **PCS Voice Command<sup>SM</sup>**

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With Sprint, the first wireless provider to offer innovative PCS Voice Command technology, reaching your friends, family, co-workers and teammates has never been easier – especially when you're on the go. You can even listen to Web-based information such as news, stock quotes, weather, sports and much more. Your voice does it all with PCS Voice Command.

## Getting Started With PCS Voice Command

With PCS Voice Command:

- ▶ You can store all your contact's phone numbers, so you can simply say the name of the person you want to call.
- ▶ There's no need to punch in a lot of numbers, memorize voicemail passwords or try to dial while you're driving.
- ▶ You can call anyone in your address book – even if you don't remember their phone number.

### It's Easy to Get Started

Just dial   from your PCS Phone to activate the service and listen to brief instructions directly from your phone. There is a monthly charge for PCS Voice Command.

## Creating Your Own Address Book

You can program up to 500 names into your personal address book, with each name having up to five phone numbers. That's 2,500 phone numbers – and with the advanced technology of PCS Voice Command – you can have instant access to all of them.

There are four ways to update your address book:

- ▶ **Use Voice Recordings:** Simply dial   and say, "Add name." You will then be asked to say the name and number you want to add to your personal address book. Your address book can store up to 20 voice recorded names at once.
- ▶ **On the Web:** Go to [www.talk.sprintpcs.com](http://www.talk.sprintpcs.com) and receive a fully functional Web-based address book to create and update your contacts.
- ▶ **Use an Existing Address Book:** Automatically merge address books from desktop software applications with Sprint Sync<sup>SM</sup> Services for no additional charge. Simply click on the "Click to synchronize" button within your PCS Voice Command personal address book at [www.talk.sprintpcs.com](http://www.talk.sprintpcs.com).

- ▶ **Call Directory Assistance:** If you don't have a computer or Internet access handy, you can have PCS Directory Assistance look up phone numbers for you and automatically add them to your address book. Just say, "Call operator," and we'll add two names and numbers to your address book for our standard directory assistance charge.

## Making a Call With PCS Voice Command

1. Once you've signed up for PCS Voice Command and created your address book, all you do is press  . You'll hear a tone followed by the prompt "Ready."
2. After the "Ready" prompt, simply say, in a natural voice, "Call" and the name of the person or the number you'd like to call. For example, you can say, "Call Jane Smith at work," "Call John Baker on the mobile phone," "Call 555-1234" or "Call Bob Miller."
3. Your request will be repeated and you will be asked to verify. Say "Yes" to call the number or person. Say "No" if you wish to cancel.
4. The number will automatically be dialed. Keep in mind that PCS Voice Command recognizes not only your voice, but any voice, so that others can experience the same convenience if they use your phone.

For more helpful hints on PCS Voice Command, including a list of recognized commands and an interactive tutorial, visit [www.talk.sprintpcs.com](http://www.talk.sprintpcs.com).

## Accessing Information Using PCS Voice Command

1. Press  .
2. Say "Call the Web." (To access, listen to and respond to email, once email has been set up, say "Call My Email.")
3. Choose from a listing of information categories like news, weather, sports and more.

---

**Note:** PCS Voice Command is not available while roaming off the enhanced Sprint Nationwide PCS Network.

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## Section 4

# Safety Guidelines and Warranty Information

# Safety

### In This Section

---

- ▶ **Getting the Most Out of Your Reception**
  - ▶ **Maintaining Safe Use of and Access to Your Phone**
  - ▶ **Caring for the Battery**
  - ▶ **Acknowledging Special Precautions and the FCC Notice**
- 

Part of getting the most out of your PCS Phone is knowing where and how it works at optimum efficiency. This section outlines performance and safety guidelines that ensure you experience the full quality that your PCS Phone was designed to give you.

# Getting the Most Out of Your Reception

## Keeping Tabs on Signal Strength

The quality of each call you make or receive depends on the signal strength in your area. Your phone informs you of the current signal strength by displaying a number of bars next to the signal strength icon. The more bars displayed, the stronger the signal. If you're inside a building, being near a window may give you better reception.

## Understanding the Power Save Feature

If your phone is unable to find a signal after 15 minutes of searching, a Power Save feature is automatically activated. If your phone is active, it periodically rechecks service availability or you can check it yourself by pressing any key. Anytime the Power Save feature is activated, a message displays on the screen. When a signal is found, your phone returns to standby mode.

## Understanding How Your Phone Operates

Your phone is basically a radio transmitter and receiver. When it's turned on, it receives and transmits radio frequency (RF) signals. When you use your phone, the system handling your call controls the power level. This power can range from 0.006 watts to 0.2 watts in digital mode.

## Knowing Radio frequency Safety

The design of your PCS Phone complies with updated NCRP standards described below.

In 1991-92, the Institute of Electrical and Electronics Engineers (IEEE) and the American National Standards Institute (ANSI) joined in updating ANSI's 1982 standard for safety levels with respect to human exposure to RF signals. More than 120 scientists, engineers and physicians from universities, government health agencies and industries developed this updated standard after reviewing the available body of research. In 1993, the Federal Communications Commission (FCC) adopted this updated standard in a regulation. In August 1996, the FCC adopted hybrid standard consisting of the existing ANSI/IEEE standard and the guidelines published by the National Council of Radiation Protection and Measurements (NCRP).

## Maintaining Your Phone's Peak Performance

There are several simple guidelines to operating your phone properly and maintaining safe, satisfactory service.

- ▶ Don't use the phone if the antenna is damaged.
- ▶ Speak directly into the mouthpiece.
- ▶ Avoid exposing your phone and accessories to rain or liquid spills. If your phone does get wet, immediately turn the power off and remove the battery. If it's inoperable, return it to a Sprint Store or call PCS Customer Solutions for service.

---

**Note:** For the best care of your phone, only Sprint authorized personnel should service your phone and accessories. Faulty service may void the warranty.

---

## Maintaining Safe Use of and Access to Your Phone

FAILURE TO FOLLOW THE INSTRUCTIONS OUTLINED MAY LEAD TO SERIOUS PERSONAL INJURY AND POSSIBLE PROPERTY DAMAGE

### Using Your Phone While Driving

Talking on your phone while driving (or operating the phone without a hands-free device) is prohibited in some jurisdictions. Laws vary as to specific restrictions. Remember that safety always comes first.

When using your phone in the car:

- ▶ Get to know your phone and its features, such as speed dial and redial.
- ▶ When available, use a hands-free device.
- ▶ Position your phone within easy reach.
- ▶ Let the person you are speaking to know you are driving; if necessary, suspend the call in heavy traffic or hazardous weather conditions.
- ▶ Do not take notes or look up phone numbers while driving.
- ▶ Dial sensibly and assess the traffic; if possible, place calls when stationary or before pulling into traffic.
- ▶ Do not engage in stressful or emotional conversations that may divert your attention from the road.

- ▶ Dial to report serious emergencies. It's free from your wireless phone.
- ▶ Use your phone to help others in emergencies.
- ▶ Call roadside assistance or a special non-emergency wireless number when necessary.

---

**Tip:** Purchase an optional Hands-Free Car Kit.

---

### **Following Safety Guidelines**

To operate your phone safely and efficiently, always follow any special regulations in a given area. Turn your phone off in areas where use is forbidden or when it may cause interference or danger.

### **Using Your Phone Near Other Electronic Devices**

Most modern electronic equipment is shielded from radio frequency (RF) signals. However, RF signals from wireless phones may affect inadequately shielded electronic equipment.

RF signals may affect improperly installed or inadequately shielded electronic operating systems and/or entertainment systems in motor vehicles. Check with the manufacturer or their representative to determine if these systems are adequately shielded from external RF signals. Also check with the manufacturer regarding any equipment that has been added to your vehicle.

Consult the manufacturer of any personal medical devices, such as pacemakers and hearing aids, to determine if they are adequately shielded from external RF signals.

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**Note:** Always turn off the phone in health care facilities and request permission before using the phone near medical equipment.

---

### **Turning Off Your Phone Before Flying**

Turn off your phone before boarding any aircraft. To prevent possible interference with aircraft systems, the U.S. Federal Aviation Administration (FAA) regulations require you to have permission from a crew member to use your phone while the plane is on the ground. To prevent any risk of interference, FCC regulations prohibit using your phone while the plane is in the air.

## Turning Off Your Phone in Dangerous Areas

To avoid interfering with blasting operations, turn off your phone when in a blasting area or in other areas with signs indicating that two-way radios should be turned off. Construction crews often use remote-control RF devices to set off explosives.

Turn off your phone when you're in any area that has a potentially explosive atmosphere. Although it's rare, your phone or its accessories could generate sparks. Sparks could cause an explosion or a fire resulting in bodily injury or even death. These areas are often, but not always, clearly marked. They include:

- ▶ Fueling areas such as gas stations.
- ▶ Below deck on boats.
- ▶ Fuel or chemical transfer or storage facilities.
- ▶ Areas where the air contains chemicals or particles such as grain, dust or metal powders.
- ▶ Any other area where you would normally be advised to turn off your vehicle's engine.

---

**Note:** Never transport or store flammable gas, liquid or explosives in the compartment of your vehicle that contains your phone or accessories.

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## Restricting Children's Access to your Phone

Your PCS Phone is not a toy. Children should not be allowed to play with it because they could hurt themselves and others, damage the phone or make calls that increase your phone bill.

# Caring for the Battery

## Protecting Your Battery

The guidelines listed below help you get the most out of your battery's performance.

- ▶ Use only Sprint-approved batteries and desktop chargers. These chargers are designed to maximize battery life. Using other batteries or chargers voids your warranty and may cause damage.
- ▶ In order to avoid damage, charge the battery only in temperatures that range from 32° F to 104° F (0° C to 40° C).
- ▶ Don't use the battery charger in direct sunlight or in high humidity areas, such as the bathroom.
- ▶ Never dispose of the battery by incineration.
- ▶ Keep the metal contacts on top of the battery clean.
- ▶ Don't attempt to disassemble or short-circuit the battery.
- ▶ The battery may need recharging if it has not been used for a long period of time.
- ▶ It's best to replace the battery when it no longer provides acceptable performance. It can be recharged hundreds of times before it needs replacing.
- ▶ Don't store the battery in high temperature areas for long periods of time. It's best to follow these storage rules:

Less than one month:

4° F to 140° F (-20° C to 60° C)

More than one month:

4° F to 113° F (-20° C to 45° C)

## Disposal of Lithium Ion (LiIon) Batteries

For safe disposal options of your LiIon batteries, contact your nearest Sprint-authorized service center.

**Special Note:** Be sure to dispose of your battery properly. In some areas, the disposal of batteries in household or business trash may be prohibited.

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**Note:** For safety, do not handle a damaged or leaking LiIon battery.

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# Acknowledging Special Precautions and the FCC Notice

## FCC Notice

The phone may cause TV or radio interference if used in close proximity to receiving equipment. The FCC can require you to stop using the phone if such interference cannot be eliminated.

Vehicles using liquefied petroleum gas (such as propane or butane) must comply with the National Fire Protection Standard (NFPA-58). For a copy of this standard, contact the National Fire Protection Association, One Batterymarch Park, Quincy, MA 02269, Attn: Publication Sales Division.

## Cautions

Any changes or modifications to your phone not expressly approved in this document could void your warranty for this equipment, and void your authority to operate this equipment. Only use approved batteries, antennas and chargers. The use of any unauthorized accessories may be dangerous and void the phone warranty if said accessories cause damage or a defect to the phone.

Although your phone is quite sturdy, it is a complex piece of equipment and can be broken. Avoid dropping, hitting, bending or sitting on it.

## Body-Worn Operation

To maintain compliance with FCC RF exposure guidelines, if you wear a handset on your body, use the Sprint supplied or approved carrying case, holster or other body-worn accessory. If you do not use a body-worn accessory, ensure that the antenna is at least one inch (2.5 centimeters) from your body when transmitting. Use of non-Sprint approved accessories may violate FCC RF exposure guidelines.

For more information about RF exposure, please visit the FCC Website at [www.fcc.gov](http://www.fcc.gov).

## **Specific Absorption Rates (SAR) for Wireless Phones**

The SAR is a value that corresponds to the relative amount of RF energy absorbed in the head of a user of a wireless handset.

The SAR value of a phone is the result of an extensive testing, measuring and calculation process. It does not represent how much RF the phone emits. All phone models are tested at their highest value in strict laboratory settings. But when in operation, the SAR of a phone can be substantially less than the level reported to the FCC. This is because of a variety of factors including its proximity to a base station antenna, phone design and other factors. What is important to remember is that each phone meets strict federal guidelines. Variations in SARs do not represent a variation in safety.

All phones must meet the federal standard, which incorporates a substantial margin of safety. As stated above, variations in SAR values between different model phones do not mean variations in safety. SAR values at or below the federal standard of 1.6 W/kg are considered safe for use by the public.

The highest reported SAR values of the **SPH-i500** are:

AMPS mode (Part 22) - Head: 1.40 W/kg; Body-worn: .989 W/kg

PCS mode (Part 24) - Head: 1.37 W/kg; Body-worn: .714 W/kg

## **FCC Radio frequency Emission**

This phone meets the FCC Radio frequency Emission Guidelines. FCC ID number: A3LSPHi500. More information on the phone's SAR can be found from the following FCC Website: <http://www.fcc.gov/oet/fccid>.

## Owner's Record

The model number, regulatory number and serial number are located on a nameplate inside the battery compartment. Record the serial number in the space provided below. This will be helpful if you need to contact us about your phone in the future.

Model: PCS Phone **SPH-i500**

Serial No.:

## User Guide Proprietary Notice

CDMA Technology is licensed by QUALCOMM Incorporated under one or more of the following patents:

4,901,307 5,109,390 5,267,262 5,416,797

5,506,865 5,544,196 5,657,420 5,101,501

5,267,261 5,414,796 5,504,773 5,535,239

5,600,754 5,778,338 5,228,054 5,337,338

5,710,784 5,056,109 5,568,483 5,659,569

5,490,165 5,511,073

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## Section 4B

# Manufacturer's Warranty

### In This Section

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#### ▶ Manufacturer's Warranty

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**T**his section contains the manufacturer's warranty for your PCS Phone. For information about the Terms and Conditions of your PCS Service, please see the Start Here guide included with your phone. For the most recent version of the Terms and Conditions, please visit [www.sprintpcs.com](http://www.sprintpcs.com).

# Manufacturer's Warranty

## STANDARD LIMITED WARRANTY

What is Covered and For How Long? SAMSUNG TELECOMMUNICATIONS AMERICA, L.P. ("SAMSUNG") warrants to the original purchaser ("Purchaser") that SAMSUNG's Phones and accessories ("Products") are free from defects in material and workmanship under normal use and service for the period commencing upon the date of purchase and continuing for the following specified period of time after that date:

Phone	1 Year
Batteries	1 Year
Leather Case/Pouch	90 Days
Holster	90 Days
Other Phone Accessories	1 Year

What is Not Covered? This Limited Warranty is conditioned upon proper use of Product by Purchaser. This Limited Warranty does not cover: (a) defects or damage resulting from accident, misuse, abuse, neglect, unusual physical, electrical or electromechanical stress, or modification of any part of Product, including antenna, or cosmetic damage; (b) equipment that has the serial number removed or made illegible; (c) any plastic surfaces or other externally exposed parts that are scratched or damaged due to normal use; (d) malfunctions resulting from the use of Product in conjunction with accessories, products, or ancillary/peripheral equipment not furnished or approved by SAMSUNG; (e) defects or damage from improper testing, operation, maintenance, installation, or adjustment; (f) installation, maintenance, and service of Product, or (g) Product used or purchased outside the United States or Canada. This Limited Warranty covers batteries only if battery capacity falls below 80% of rated capacity or the battery leaks, and this Limited Warranty does not cover any battery if (i) the battery has been charged by a battery charger not specified or approved by SAMSUNG for charging the battery, (ii) any of the seals on the battery are broken or show evidence of tampering, or (iii) the battery has been used in equipment other than the SAMSUNG phone for which it is specified.

What are SAMSUNG's Obligations? During the applicable warranty period, SAMSUNG will repair or replace, at SAMSUNG's sole option, without charge to Purchaser, any defective component part of Product. To obtain service under this Limited Warranty, Purchaser must return Product to an authorized phone service facility in an adequate container for shipping, accompanied by Purchaser's sales receipt or comparable substitute proof of sale showing the date of purchase, the serial number of Product and the sellers' name and address. To obtain assistance on where to deliver the Product, call Samsung Customer Care at 1-888-987-4357. Upon receipt, SAMSUNG will promptly repair or replace the defective Product. SAMSUNG may, at SAMSUNG's sole option, use rebuilt, reconditioned, or new parts or components when repairing any Product or replace Product with a rebuilt, reconditioned or new Product. Repaired/replaced leather cases, pouches and holsters will be warranted for a period of ninety (90) days. All other repaired/replaced Product will be warranted for a period

equal to the remainder of the original Limited Warranty on the original Product or for 90 days, whichever is longer. All replaced parts, components, boards and equipment shall become the property of SAMSUNG. If SAMSUNG determines that any Product is not covered by this Limited Warranty, Purchaser must pay all parts, shipping, and labor charges for the repair or return of such Product.

What Are the Limits On SAMSUNG's Liability? EXCEPT AS SET FORTH IN THE EXPRESS WARRANTY CONTAINED HEREIN, PURCHASER TAKES THE PRODUCT "AS IS," AND SAMSUNG MAKES NO WARRANTY OR REPRESENTATION AND THERE ARE NO CONDITIONS, EXPRESS OR IMPLIED, STATUTORY OR OTHERWISE, OF ANY KIND WHATSOEVER WITH RESPECT TO THE PRODUCT, INCLUDING BUT NOT LIMITED TO:

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- THE WORKMANSHIP OF THE PRODUCT OR THE COMPONENTS CONTAINED THEREIN; OR
- COMPLIANCE OF THE PRODUCT WITH THE REQUIREMENTS OF ANY LAW, RULE, SPECIFICATION OR CONTRACT PERTAINING THERETO.

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Samsung Telecommunications America, L.P.  
1130 East Arapaho Road  
Richardson, Texas 75081  
Phone: 1-800-SAMSUNG  
Phone: 1-888-987-HELP (4357)

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# Index

## A

- Activating Your Phone 10
- Address Book - Address Details 73
- Address Book - Beaming entries 80
- Address Book - Editing an entry 78
- Address Book - Looking up an entry 79
- Address Book - Making Calls 77
- Address Book - Menu options 81
- Address Book - Sorting 79
- Address Book - Speed Dial 75
- Address Book - Viewing Entries 78
- Address Book - Voice Dial 76
- Address Book Entry 71
- Adjusting the Phone's Volume Settings 39
- Alert Notification 41
- Answering Calls 32
- Application Categories 57
- Application Information 64
- Application Launcher 57
- Application Screen Icons 59
- Applications Launcher 144

## B

- Backlight Time Length - Changing 42
- Battery
  - Capacity 26
  - Charging 27
  - Installation 27
- Battery - Caring for 205
- Battery - Removing 27
- Battery - Using 26
- Beaming Capabilities 148
- Beaming Information 65
- Business Connection 193

## C

- Calculator 139
- Calculator - Buttons 140

- Calculator - Opening 140
- Calculator - Recent Calculations 141
- Call Guard 54
- Call Waiting 186
- Caller ID 185
- Connecting the Cradle 28
- Controlling Your Phone's Settings 38
- current 141
- Current Privacy 49
- Customizing your Handheld Computer 104

## D

- Date Book - Private Event 88
- Date Book - Rescheduling an Event 87
- Date Book - Scheduling Events 84
- Date Book - Scheduling Repeating Events 92
- Date Book - Scheduling untimed events 86
- Date Book - Setting an alarm 88
- Date Book - View 89
- Date Book- Menus 94
- Deactivate Key Tones 36
- Deleting a Memo 99
- Deleting all Memos 100
- Deleting Handheld Computer Applications 147
- Desktop Holder - Removing the i500 29
- Dialing Options 34
- Directory Assistance 12
- Display Screen 20
- Display Screen - Changing 43
- DTMF Tone 36

## E

- Emergency Numbers 33
- End-of-Call Options 37
- Entering Information into the Handheld Computer 106
- Expense Manager 117
- Expense Manager - Creating Expense Items 118
- Expense Manager - Currency and Symbol Display 123
- Expense Manager - Display Options 122
- Expense Manager - Expense Date 119

Expense Manager - Expense Menus 125

Expense Manager - Expense Type 121

Expense Manager - Receipt Details 120

## F

Features of Your i500 24

Fonts 64

Forwarding Your Calls 187

Front View of Phone 16

## G

Getting Help 11

Getting Started With Sprint PCS Service 10

Getting to Know the Handheld Computer 101

Graffiti Writing 108

Greeting - Changing 42

## H

Hard Reset 165

History - Erasing 69

History - Making a Call 67

History - Prepending a Phone Number 69

History - Saving a Phone Number 68

History - Viewing 67

HotSync 151

HotSync - Customizing 156

HotSync - File Link 158

HotSync - HotSync Operation via a Network 157

HotSync - IR HotSync Operations 159

HotSync - Local Operation 155

HotSync - Performing the first HotSync 152

HotSync - Setup Options 155

HotSync Manager and Technology 152

## I

Importing Data 115

In-Call Options 35

Installing Palm Desktop 30

Installing Palm OS Applications 146

Installing Pocket Mirror 30

Installing the i500 USB Drivers 30

## L

Lock Code - Changing 48

Lock Mode - Calling 49

Locking your Phone 47

## M

Making and Answering Calls 32

Managing Handheld Computer Software 143

Manufacturer's Warranty 209

Memo Pad 126

Memo Pad - Beaming a Memo 130

Memo Pad - Deleting a Memo 130

Memo Pad - Editing Memos 129

Memo Pad - Memo Category 127

Memo Pad - Memo Pad Menu 131

Memo Pad - New Memo 127

Memo Pad - Private Memo 128

Memos - Recording 99

Menu Navigation 57

Menus 61

Missed Call Notification 33

Mute 36

## N

Navigating Menus 57

Notes 63

## O

One-Handed Dialing 32

Online Tips 61

Opening an Application 103

## P

PCS Vision 188

Phone Number - Displaying 31

Playing a Memo 99

Plugin Screen - Changing 162

## R

Record 35

Recording a Memo 99

Records - Finding 62

Records - Private 62

- Records - Sorting 62
- Resetting Your Handheld 164
- Resetting Your Phone 50
- Restricting Calls 46, 49
- Ringer Types 39
- Ringer Types for Messages 40
- Ringer Types for Voice Calls 39
- Roam Ringer 40
- Roaming 51
  - Analog Networks 52
  - Other Digital Networks 52
  - Roam Mode 53

## S

- Safety 200
- Security - Setting 45
- Security Menu 46
- Service Features 181
- Setting the Time and Date 104
- Setting Up Service 9
- Setting Up Your Voicemail 11
- Silent Mode 41
- Soft Reset 164
- Software Version 26
- Sorting Memos 129
- Special Numbers 49
- Sprint PCS Services
  - Directory Assistance 12
  - Operator Services 12
- System Requirements - PC 29

## T

- Tapping and Typing 103
- Three-Way Calling 186
- To Do List 132
- To Do List - Checking Off 135
- To Do List - Completed and Due Items 137
- To Do List - Deleting 137
- To Do List - Menus 138
- To Do List - New 133

To Do List - Priorities and Due Dates 135

To Do List - Setting Priorities 134

Tone Length 40

Troubleshooting 210

Turning Your Phone On and Off 25

## U

Unassign a Lock Code 48

Unlocking Your Phone 10, 47

Unrestricting Calls 49

Using One/Two Touch Speed Dialing 34

Using the On-Screen keyboard 107

## V

Voice Command 196

Voice Command - Creating an Address Book 197

Voice Command - Making a Call 198

Voice Services 96

Voice-Activated Dialing 97

Vicemail

    Setting Up 11

Vicemail - Setting Up 182

## W

Web - Browsing 189

Web - Net Guard 190

What is a Handheld Computer 102

## Y

Your PCS Phone

    The Basics 15