



User Guide

A downloadable, printable guide to your Kyocera DuraTR and its features.

DURATR
by  **KYOCERA**

Table of Contents

Introduction	1
About the User Guide	1
Set Up Your Phone	2
Parts and Functions	2
Battery Use	4
Battery Capacity.....	5
Insert the Battery.....	5
Remove the Battery	6
Charge the Battery.....	7
SIM Card.....	8
SD Card	9
Insert an SD Card	10
Unmount and Remove an SD Card	10
Format an SD Card.....	11
Turn Your Phone On and Off	11
Basic Operations.....	12
Basics.....	12
Navigate Through the Menus	12
Phone Number	13
Airplane Mode	13
Enter Text.....	13
Key Function	13
Select a Text Input Mode	14
Abc Mode	14
XT9Word	14
Set Text Entry Options.....	15
Copy and Paste Text	15
Lock and Unlock Your Phone	16
Update Your Phone	16
Update Your Phone	16
Your Phone's Home Screen.....	18
Home Screen Basics	18
Status Bar	19

Phone Calls and Voicemail	21
Place and Answer Calls	21
Call Using the Phone Keypad	21
Call Emergency Numbers	21
Answer Phone Calls	22
In-Call Operations	23
Place a Call from Contacts	24
Call from Recent calls	24
Call a Phone Number with Pauses	24
Call Using a Speed Dial Number	25
Call Using the Plus (+) Code	25
Call a Phone Number in a Message	25
Voicemail.....	25
Voicemail Setup	26
Voicemail Notification.....	26
Retrieve Your Voicemail Messages.....	26
Optional Calling Services	27
Caller ID Blocking	27
Call Waiting	27
Conference Calling	28
Call Forwarding	28
Call Settings	28
Any Key Answer.....	29
Auto Answer.....	29
Quick Responses.....	29
Set Up Speed Dialing.....	29
Voicemail settings	30
North American Dialing	30
International Dialing	30
Voice Privacy	30
DTMF Tones	30
Contacts	31
Add Contacts.....	31
View Contacts	32
Contacts List	32

Edit Contacts.....	33
Delete Contacts	34
Add a Group and Group Contacts	35
Edit a Group Contact	35
Add or Remove a Group Contact Entry, or Rename a Group.....	35
Delete a Group Contact	36
Find Contacts Entries.....	36
ICE (In Case of Emergency) Contacts.....	37
Share Contacts	38
Import Contacts.....	38
Back Up Contacts	38
Messaging.....	40
Text and Multimedia Messaging	40
Send a Message	40
Save and Resume a Draft Message.....	41
New Messages Notification	41
Manage Message Conversations	41
Text and MMS Options	42
Emergency Alerts.....	43
Email	44
Add Email Accounts.....	44
Add a Corporate Account	45
Create and Send Email.....	45
Open Email Messages.....	47
Delete Email Accounts.....	47
Manage Your Email Inbox	48
Email Settings	48
Internet.....	50
Data Services General Information (4G LTE and 3G Networks).....	50
4G LTE.....	50
Your User Name	50
Data Connection Status and Indicators	51
Internet Browser.....	51
Use the Internet Browser	51
Learn to Navigate the Web	51

Browser Menu	53
Connectivity	56
Wi-Fi	56
Turn Wi-Fi On and Connect to a Wireless Network	56
Wi-Fi Settings	57
Disconnect Wi-Fi	57
Bluetooth	57
Enable the Bluetooth Feature	58
Supported Bluetooth Profiles	58
Bluetooth Settings Menu	59
Pair Bluetooth Devices	59
Send Information Using Bluetooth	59
Receive Information via Bluetooth	60
Hotspot	60
Tethering	61
Transfer Files between Your Phone and a Computer	61
Camera and Video	63
Take Pictures and Record Videos	63
Take a Picture	63
Record Videos	64
View Pictures and Videos	64
Send Pictures and Videos	66
Send Pictures or Videos by Email	66
Send a Picture or Video by Multimedia Message	66
Send Pictures or Videos Using Bluetooth	67
Camera Settings	67
Productivity	69
Calendar	69
Add an Event to the Calendar	69
Add a Task	70
Invite Guests to Your Calendar Event	70
Calendar Event Alerts	71
View Calendar Events	72
Edit Calendar Events	72
Calculator	73

Tip Calculator	74
Unit Converter	74
Sound Recorder	74
Music Player	75
Play Music	76
Use Playlists	77
Alarm	78
Countdown Timer	78
Stopwatch	79
File Manager	79
Open Files in File Manager	79
File Manager Options	80
Voice Services	81
Automatic Speech Recognition (ASR)	81
World Clock	84
Notepad	84
Flashlight	85
Wireless & Networks Settings	87
Wi-Fi Settings Menu	87
Bluetooth Settings	88
Bluetooth Settings Menu	88
More Settings	88
Hotspot Settings	88
Virtual Private Networks (VPN)	89
Cellular Network Settings	91
Restrict Background Data	92
Device Settings	93
Call Setup	93
Display Settings	93
Sound & Notification Settings	94
Programmable Key Settings	96
Navigation Key Shortcuts	96
Keyguard	97
Storage Settings	97
Connectivity Settings	98

Personal Settings	99
Location Settings	99
Security Settings	99
Lock Screen Settings	99
Screen Lock	99
Disable the Screen Lock	100
Other Security Settings	100
Accounts	101
Language & Input Settings	101
Language Settings	101
Text Options	102
Reset Your Phone and Phone Content	102
System Settings	103
Date and Time Settings	103
Accessibility Settings	103
About Phone	106
System Update	106
For Assistance	108
Troubleshooting	108
Specifications	108
Copyright Information	109
Index	110

Introduction

The following topics describe the basics of using this guide and your new phone.

About the User Guide

Thank you for purchasing your new DuraTR. The following topics explain how best to use this guide to get the most out of your phone.

Before Using Your Phone

Read the Get Started guide that was packaged with your phone.

Accessible services may be limited by subscription contract conditions.

Descriptions in the User Guide

Note that most descriptions in this guide are based on your phone's setup at the time of purchase. Unless otherwise noted, instructions begin from the phone's home screen. Some operation descriptions may be simplified.

Instructions to perform tasks in this guide may change depending on the version of software or application on your phone.

All screens in this guide are simulated. Actual displays may vary.

Certain features, services and applications are network dependent and may not be available in all areas; additional terms, conditions and/or charges may apply. Contact your service provider about feature availability and functionality.

All features, functionality and other specifications, as well as the information contained in this guide are based upon the latest available information and are believed to be accurate at the time of issuing. Kyocera International, Inc. reserves the right to change or modify any information or specifications without notice or obligation.

For warranty service information, please refer to the Safety and Warranty Information installed in the phone or call the following telephone number from anywhere in the continental United States and Canada: 1-800-349-4478.

Screenshots and Key Labels

Screenshots and other illustrations in this user guide may appear differently on your phone. Key labels in the user guide are simplified for description purposes and may differ from your phone's display.

Other Notations

In the user guide, the phone may be referred to either as "phone," "device," or "handset." A microSD™ or microSDHC™ card is referred to as an "SD card" or a "memory card." A micro-USB cable is referred to as an "USB cable" or a "USB/Charger cable".

Set Up Your Phone

The following topics give you all the information you need to set up your phone and wireless service the first time.

Parts and Functions

These topics illustrate your phone's primary parts and key functions.

Note: Your phone's screen layouts are subject to change. This user guide uses sample images only.

Phone Layout

The following illustration outlines your phone's primary external features and keys.



Part	Description
Earpiece	Lets you hear the caller and automated prompts.
LED indicator	Displays a phone notification, charging status, or alert. It blinks when your phone's battery level is low.
Screen	Displays all the information needed to operate your phone, such as the call status, the Contacts list, the date and time, and the signal and battery strength.
Left/Right softkeys	Let you select softkey actions or menu items corresponding to the bottom left or right lines on the screen.
Menu/OK key	Lets you select the highlighted choice when navigating through a menu, or softkey actions or menu items corresponding to the bottom center lines on the screen.
Recent apps key 	Lets you open a list of functions you have worked with recently.
Talk key 	Allows you to place or receive calls, answer Call Waiting, use 3-Way Calling, or activate Automatic Speech Recognition (ASR).
Speaker key 	Lets you place or receive calls in speakerphone mode, turn the speakerphone on and off during a call or activate Automatic Speech Recognition (ASR).
Microphone	Transmits your voice and ambient sound during voice calls, voice recordings and videos.
Navigation key	Lets you scroll through the phone's menu options.
Back/delete key 	Deletes characters from the display in text input mode. When in a menu, pressing it returns you to the previous menu. This key also allows you to return to the previous screen in a data session.
End/Home/Power key 	Lets you turn the phone on or off, end a call, or cancel your input and return to the Home screen.
Keypad	Lets you enter numbers, letters, and characters, and perform functions.
Speaker	Lets you hear the different ringtones and sounds. The speaker also lets you hear the caller's voice in speakerphone mode.
Headset jack	Allows you to plug in an optional headset for convenient, hands-free conversations.

PTT/Programmable button	Allows you to assign a frequently used function for quick access. By installing PTT (push-to-talk) application, this key can also act as a PTT key. See Programmable Key Settings. Please contact your service provider to know when the PTT service starts.
Volume button	Allows you to adjust the ringtone or media volume or adjust the voice volume during a call.
Charger/USB port	Allows you to connect the phone charger or the USB cable (included).
Remote Speaker Microphone Connector	Allows you to plug in an optional 7-pin remote speaker microphone for convenient use.
SOS button	Allows you to start SOS app. Press this button for 0.5 seconds to display the explanation screen of SOS app, and press it again on this screen to start SOS app.
Camera lens	As part of the built-in camera, lets you take pictures and videos.
Flash	Helps illuminate subjects in low-light environments when the camera is focusing and capturing a picture or video.
Battery cover screw	Secures the battery cover to the phone.
Charging contacts	Allow you to connect to a multi-bay battery charger that can charge multiple phones simultaneously.
SIM card slot (internal)	Allows you to insert a SIM card. The SIM compartment is behind the battery. See Replace the SIM Card .
microSD card slot (internal)	Allows you to insert an optional microSD card to support external memory. The microSD compartment is behind the battery. See Insert an SD Card .

CAUTION! Inserting an accessory into the incorrect jack may damage the phone.

Battery Use

The following topics explain how to insert and remove your phone's battery.

Battery Cautions

Storage: Avoid storing battery with no charge remaining. Saved information and settings may become lost or changed, or battery may become unusable. If storing for a long period of time, charge device once every six months.

Replacing Battery: The battery is a consumable item. It needs to be replaced if operating time shortens noticeably. Purchase a new battery.

Cleaning: Clean soiled terminals between battery and phone with a clean, dry cotton swab. Soiled terminals can result in a poor connection and prevent charging, etc.

Warning: Use only Kyocera-approved batteries and chargers with your phone. The failure to use a Kyocera-approved battery and charger may cause damage to your device and void the warranty.

Battery Capacity

Your phone is equipped with a Lithium Ion (Li-Ion) battery. It allows you to recharge your battery before it is fully drained.

For a quick check of your battery level, glance at the battery charge icon located in the upper right corner of the Home screen. When there are approximately ten minutes of talk time left, the battery icon turns to  and the phone sounds a warning tone. When there are approximately five minutes of talk time left, the battery icon turns to . Also, the LED indicator blinks when your phone's battery level goes below 15%.

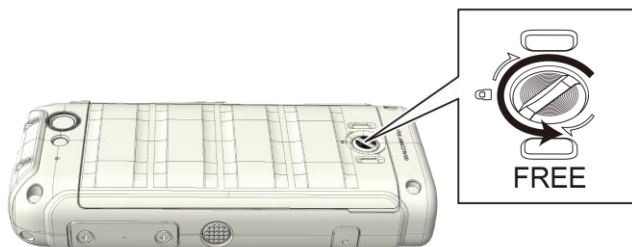
Note: Long backlight settings, searching for service, vibrate mode, browser use, and other variables may reduce the battery's talk and standby times.

Tip: Watch your phone's battery level and charge the battery before it runs out of power.

Insert the Battery

Follow these instructions to insert your phone's battery safely and properly.

1. Using a coin, rotate the battery cover screw on the back of the phone counter-clockwise several times to loosen (you should hear a 'click' sound when the screw is loose).



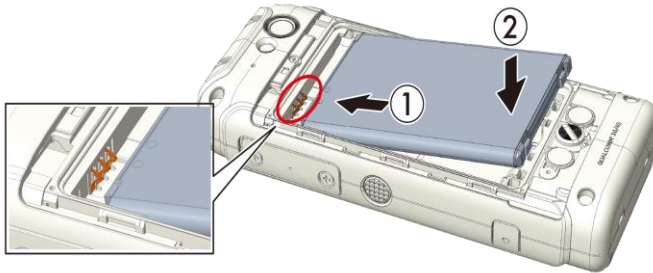
Note: The battery cover screw is permanently mounted on the cover and cannot be removed.

2. Insert your fingernail into the slot at the left side of the battery cover and lift the battery cover.



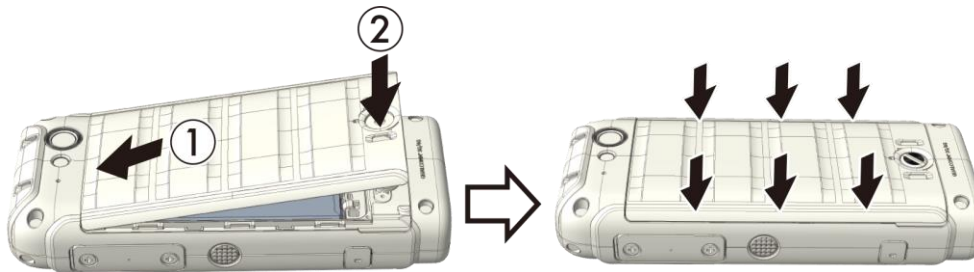
- Lift gently in the direction shown.

3. Insert the battery, contacts end first (①), and gently press the battery into place (②).



- Align the contacts of the battery with the contacts in the phone.

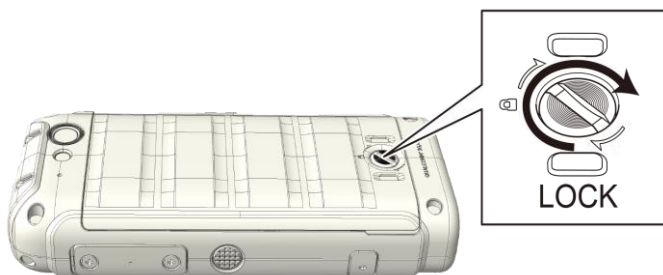
4. Replace the battery cover.



- Make sure all the tabs are secure and there are no gaps around the cover.

CAUTION! Press all around the edges of the battery cover ensuring it is properly sealed to maintain the phone's waterproof capability.

5. Using a coin, rotate the battery cover screw clockwise until it is tight.



Remove the Battery

Follow these instructions to remove your phone's battery. Always power the phone off before removing the battery.

1. Using a coin, rotate the battery cover screw on the back of the phone counter-clockwise several times to loosen.

2. Remove the battery.
 - Lift upward gently.
3. Attach the battery cover. See [Insert the Battery](#).

CAUTION! Do not handle a damaged or leaking Li-Ion battery as you can be burned.

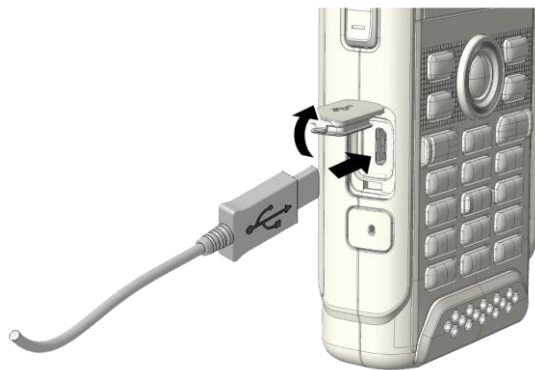
Charge the Battery

Follow these instructions to charge your phone's battery using either the included AC adapter or via a USB connection on your computer.

Charge Using the AC Adapter

Fully charge the battery before powering on the phone.

1. Open the Charger/USB port cover at the left side of the phone.
2. Plug the smaller end of the micro-USB cable into the phone's charger/USB port.



3. Plug the other end of the USB cable into the AC adapter.
4. Plug the AC adapter into an electrical outlet.
 - ❖ The LED indicator light at the top of the Home screen illuminates when charging starts.
5. After charging, disconnect the phone from the charger.
 - Unplug the AC adapter from the outlet, and remove the USB cable from the phone and the AC adapter.
 - Close the cover.

Warning: Be sure all ports and covers are properly sealed to maintain the phone's waterproof capability.

Note: Your phone's battery should have enough charge for your phone to turn on and find a signal, set up your voicemail, and make a call. You should fully charge your battery as soon as possible.

Note: Please use only an approved charger to charge your phone. Improper handling of the charging port, as well as the use of an incompatible charger, may cause damage to your device and void the warranty.

Charge Using a PC Connection

Before using a PC connection to charge your phone, ensure that the computer is turned on. Depending on the type of connection, your phone's battery may not charge.

1. Open the charger/USB port cover at the left side of the phone.
2. Insert the small end of the micro-USB cable into the charger/USB port.
3. Insert the large end of the USB cable into an external USB port on your computer.
4. After charging, remove the USB cable from both the phone and the computer, and close the cover.

SIM Card

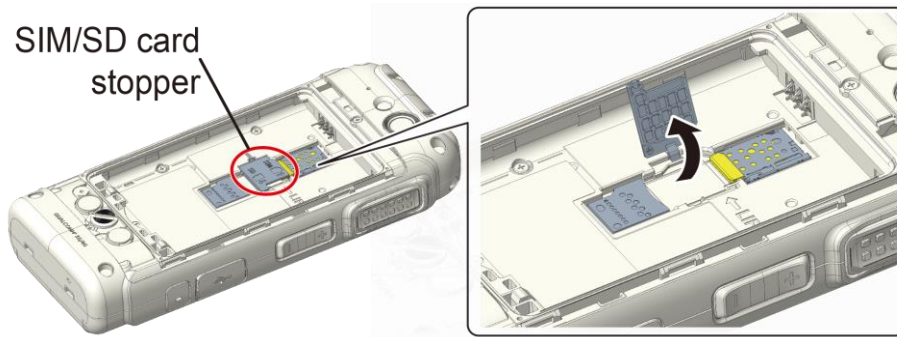
The SIM card is an IC card containing phone number and other customer information. Your phone's SIM card is preinstalled and should only be accessed if directed by a customer service representative.

Replace the SIM Card

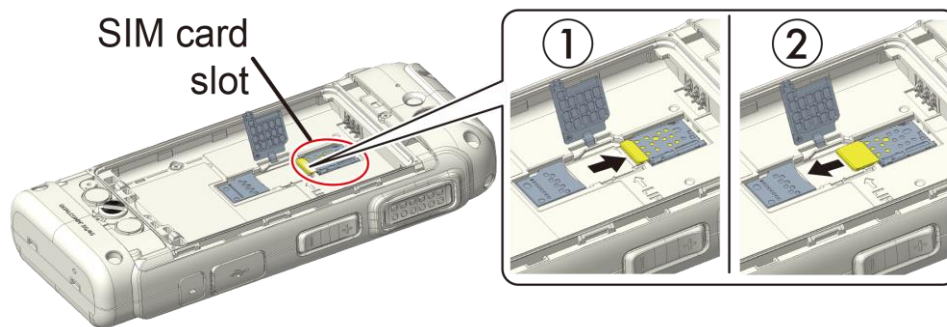
Follow these instructions to replace the SIM card. Remember to power off your phone before replacing a SIM card.

Note: Your phone's SIM card is preinstalled. These instructions are for reference only.

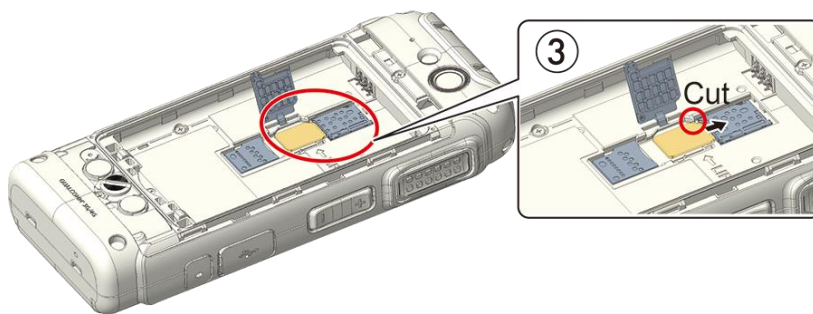
1. Remove the battery cover and battery. (See [Remove the Battery](#).)
2. Lift the SIM/SD card stopper.



3. Push the SIM card gently with your finger (①). The card ejects itself. Pull out the original SIM card from the slot (②).



4. Insert the SIM card.



- Insert gently with gold IC chip facing downward and the cut-off corner at the upper left (③).

Note: Make sure you insert your SIM card in the correct orientation.

5. Close the SIM/SD card stopper.
6. Place the battery back into its compartment. (See [Insert the Battery.](#))
 - Align the contacts of the battery with the contacts in the phone.
7. Replace the battery cover.
 - Make sure all the tabs are secure and there are no gaps around the cover.

SD Card

Your phone supports the use of an optional SD card (not included) to expand its storage capacity. It supports cards up to 32 GB. Some cards may not operate properly with your phone.

SD Card Cautions

Data: Information stored on an SD card can become lost or changed accidentally or as a result of damage. It is recommended that you keep a separate copy of important data.

Reading/Writing Data: Never power off or remove the battery while reading or writing data.

Battery Level: A low battery charge may prevent reading/writing to an SD card.

Handling SD Card: Use/store SD cards away from the reach of infants. May cause choking if swallowed.

Insert an SD Card

Follow these steps to insert an optional SD card (not included). Make sure to power your phone off before inserting or removing an SD card.

1. Remove the battery cover and battery. (See [Remove the Battery.](#))
2. Lift the SIM/SD card stopper.
3. Insert SD card into the SD card slot.



- Insert SD card all the way gently without bending and with the gold terminals facing down.
 - Gently push the card in until it fits into the slot.
 - Insert only SD cards.
4. Close the SIM/SD card stopper.
 5. Place the battery back into its compartment. (See [Insert the Battery.](#))
 - Align the contacts of the battery with the contacts in the phone.
 6. Replace the battery cover.
 - Make sure all the tabs are secure and there are no gaps around the cover.

Unmount and Remove an SD Card

Follow these instructions to unmount and remove an SD card. Always unmount an SD card before removing it from your phone, and always power the phone off before inserting or removing an SD card.

1. From home, press  > **Settings** > **Device** > **Storage**.
2. Scroll down the screen, and select **Unmount SD card**, and then press **Yes** (left softkey).
 - ❖ The menu option name changes from **Unmount SD card** to **Mount SD card**. The card is now unmounted.

3. Press and hold  to turn off your phone.
4. Remove the battery cover and battery. (See [Remove the Battery](#).)
5. Lift the SIM/SD card stopper.
6. Remove the SD card.
7. Close the SIM/SD card stopper.
8. Put the battery back and replace the battery cover. (See [Insert the Battery](#).)

Format an SD Card

When you insert an optional SD card for the first time, it is recommended that you format it on your phone.

Note: Formatting an SD card permanently erases all data stored on the card. It is recommended you back up any card contents to your computer before formatting the SD card.

1. From home, press > **Settings** > **Device** > **Storage**.
2. Scroll down the screen, and select **Erase SD card**.
3. Read the disclaimer and press **OK** (center softkey) > **Yes** (left softkey) to continue.
 - ❖ All data on the SD card is erased, and the card is formatted for use on your phone.

Turn Your Phone On and Off

The instructions below explain how to turn your phone on and off.

Turn Your Phone On

- Press and hold .
 - ❖ Your phone will power on. Depending on the settings, you may see the lock screen.
- See [Lock and Unlock Your Screen](#) and [Screen Lock](#) for information about using the screen lock.

Turn Your Phone Off

- From home, press and hold  until you see the powering-down animation on the screen.
 - ❖ Your phone will power off. Your screen remains blank while your phone is off (unless the battery is charging).

Basic Operations

The following topics outline basic features and operations of your phone.

Basics

The following topics offer an overview of your phone's basic operations.

Navigate Through the Menus

The navigation key on your phone lets you scroll through onscreen items. To navigate through a menu, press the navigation key up or down.

Many menus feature a scroll bar on the right to help you keep track of your position in the menu.

Select Menu Items

As you navigate through the menu, menu options are highlighted. Select any option by highlighting it and pressing . If the option is numbered, you can select it by pressing the corresponding number on the phone's keypad.

For example, to view the Brightness level screen:

1. Press  to access the main menu.
2. Select **Settings** by highlighting it and pressing .
3. Select **Device** by highlighting it and pressing .
4. Select **Display** by highlighting it and pressing .
5. Select **Brightness level** by highlighting it and pressing .

For the purposes of this guide, the above steps condense into:

- Press  > **Settings** > **Device** > **Display** > **Brightness level**.

Move between the Tabs

The navigation key on your phone lets you move between the tabs too. To move from a tab to another tab, press the navigation key left or right.

Back Up Within a Menu

To go to the previous menu:

- Press .

To return to Home screen:

- Press .

Navigation Key Shortcuts

- From home, press the Up, Down, Left or Right Navigation keys to launch its corresponding application. The Up, Down, Left or Right Navigation keys can be reassigned to create customized shortcuts. See [Navigation Key Shortcuts](#) for more information.

Phone Number

Follow the instructions below to display your phone's wireless phone number.

- From home, press  > **Settings** > **System** > **About phone** > **Status**.
 - ❖ You will see the number listed under **My phone number**.

Airplane Mode

Airplane mode turns off all functions that emit or receive signals, while leaving your phone on so you can use apps that don't require a signal or data connections.

To turn on or off airplane mode:

1. From home, press  > **Settings** > **Wireless & networks** > **More** > **Airplane mode**.
 2. Select **On** or **Off** to turn Airplane mode on or off.
- When your phone is in airplane mode, you will see the airplane mode icon  in the status bar.

Enter Text

Your phone provides convenient ways to enter letters, numbers, and symbols whenever you are prompted to enter text.

Key Function

For text entry, you can use the following keys as mentioned below.

- Press  to delete characters from the display.
- Press  to enter some frequently used symbols, such as period, comma, ' , @, 1, ?, !, *, #, /. Note that each time you press the key the next symbol appears. This function is not available in XT9 Word mode and 123 mode.
- Press  to enter a space or long press for Return (if available).
- Press  to change the capitalization style as **Abc** > **ABC** > **abc** (ABC mode), or as **XT9Word** > **XT9WORD** > **XT9word** (XT9Word mode). The selected style is displayed in the bottom-left corner of the screen, above the left softkey label (if applicable).

Select a Text Input Mode

When entering text, you can change the input mode or access the text options menu.

1. From a screen where you can enter text, press the left softkey to change the text input mode.
 - The actual text input mode is displayed in the bottom-left corner of the screen, above the left softkey label.
2. Select one of the following options (available options vary depending on the field):
 - **Abc** to enter characters by using the alphabet mode. See [Abc Mode](#).
 - **XT9Word** to enter text using a predictive text system. See [XT9Word](#).
 - **123** to enter numeric characters.
 - **Symbols** to enter symbols.
 - **Smileys** to enter smile icons.
 - **Emoticons** to enter “emoticons.”
 - **Web shortcuts** to enter Web shortcuts (for example, www., http://, or .com).

Note: When you select **Symbols**, **Smileys**, **Emoticons**, or **Web shortcuts**, a list may be displayed at the bottom of the screen. Then, you can scroll through the options by pressing the navigation key left, right, up or down. To select an option, highlight it and press . In cases where the list is not displayed and < > appears above the left softkey label, you can see the options by pressing the navigation key left or right. Press  to select an option.

- **Select Text** to select text for copying or cutting. See [Copy and Paste Text](#).
- **Paste list** to paste copied or cut text in the paste list (if applicable). See [Copy and Paste Text](#).
- **Text options** to display the text entry options menu. See [Set Text Entry Options](#).

Abc Mode

In Abc mode, also known as multi-press entry, you press keys one, two, three, or four times to enter the letters you see on the keypad. To switch between lowercase and uppercase, press . After a character is entered, the cursor automatically advances to the next space after two seconds or when you enter a character on a different key.

1. Select the **Abc** text input mode. See [Select a Text Input Mode](#).
2. Press the corresponding key repeatedly until the correct letter appears. For example, to enter “Abc,” press  once for “a,” twice for “b,” and three times for “c.”

XT9Word

XT9Word can be used to enter text using a predictive text system that reduces the number of key presses required while entering a word.

Enter Text in the XT9 Mode

1. Select the **XT9Word** text input mode.
2. Press the corresponding keys once per letter to enter a word. (For example, to enter the word “Bill,” press **2 ABC** **4 GHI** **5 JKL** **5 JKL**.) (If you make a mistake, press **BACK** to erase a single character. Press and hold **BACK** to erase an entire word.)
3. As you type, a word choice list opens. (The word may change as you type.) Press the navigation key to scroll to the word you want to enter and press **OK** to select it.

Note: If your desired word is not displayed after you have entered all the letters, you can add it to the predictive text database for the next time. Press the left softkey > **Text options** > **My words** > **Add word** (right softkey).

For more information about XT9, visit the Nuance website at www.nuance.com/.

Set Text Entry Options

The text entry options menu allows you to specify additional features to use during the text entry process.

1. When entering text, press the left softkey > **Text options**.
2. Highlight an option and press **OK**.
 - **Word complete** to suggest possible words based on letters you have entered.
 - **Next word complete** to automatically display the word that may follow the current text input.
 - **Word scan** to allow the predictive text input system to recognize words by searching Contacts.
 - **Input language** to select the language to enter (**English** or **Spanish**).
 - **My words** to edit or delete custom words you have added to the predictive text database.
 - **Add word** (right softkey) to store words that you frequently use.
 - **Auto substitution** to replace abbreviated words or phrases with full-text equivalents you added.
 - **Add word** (right softkey) to store pairs of words that you want to use in this function.
 - **Help** to view the instructions on entering text.

Copy and Paste Text

You can copy or cut text and paste it in the text entry field.

1. In the text entry field, move the cursor next to the text you want to copy and press the left softkey > **Select Text**.

2. Press the navigation key and highlight the text you want to copy or cut.
3. Press **Done** (center softkey), highlight **Copy** or **Cut**, and then press **Select** (center softkey). The text is saved in the Paste List.
4. In the text entry field, move the cursor to the place where you want to paste the text to and press the left softkey > **Paste list**.
5. Press the navigation key to scroll to the text you want to paste and press **Select** (center softkey).

Note: This feature is not available where you cannot select the text input mode.

Lock and Unlock Your Phone

When your phone is locked, you can only make calls to 9-1-1 and the ICE contacts.

To save battery power, the phone automatically turns off the screen after a certain period of time when you leave it idle. You will still be able to receive messages and calls while the phone's screen is off.

Note: For information on how to adjust the time before the screen turns off, see [Display Settings](#).

Turn the Screen On and Unlock It

1. To turn the screen on, press .
2. If you have set up a screen lock, you will be prompted to enter the password or PIN. See [Screen Lock](#).

Update Your Phone

From time to time, updates may become available for your phone. You can download and apply updates through the **Settings > System > System updates** menu.

Software Update Cautions

During update: The phone cannot be used until the software update is complete. It may take time to update your phone's software.

Signal during update: Update your phone where signal reception is good, and do not change location during the update process. Make sure the battery is adequately charged before beginning an update. A weak signal or low battery during an update may cause the update to fail. An update failure may disable the phone.

Other functions during update: Other phone functions cannot be used during a software update.

Update Your Phone

You can update your phone's software using the System Update option.

Before Updating Your Phone

Updating your phone may result in a loss of saved data depending on the condition of your phone (malfunctioning, damaged, water seepage, etc.). You must back up all critical information before updating your phone firmware.

Note: As these updates can be quite large, we recommend that you download updates over a Wi-Fi connection.

Update Your Phone

1. From home, press  > **Settings** > **System** > **System updates**.
2. Select one of the following options:
 - **Update firmware** to update the phone's firmware package.
 - **Update profile** to update your online user information.
 - **Update PRL** to update the phone's coverage area.
 - **UICC unlock** to unlock SIM card.
 - ❖ Your phone automatically downloads any available updates. Then you need to install them manually. After updating, your phone will be power off and back on automatically to complete the software upgrade.

Your Phone's Home Screen

The following topics describe how to use and customize your phone's home screen, understand the status bar, etc.

Home Screen Basics

The Home screen is the starting point for your phone's functions and menus.

Home Screen Layout



Item	Description
Status bar	The status bar displays icons to notify you of your phone's status (on the right side) and notifications (on the left side).
Notification area	The notification area of the status bar (on the left) displays notifications for incoming messages, missed calls, voicemail, and more.
Status area	The status area of the status bar (on the right) displays phone and service status information such as signal strength, battery status, Wi-Fi and data connectivity, ringer status, and time.
Clock display	Displays time and date. You can turn on or off this display from the Settings menu. See Clock Display .
Left softkey	Displays actions or menu items that you can select by pressing the left softkey.

Center softkey	Displays actions or menu items that you can select by pressing the center softkey ( key).
Right softkey	Displays actions or menu items that you can select by pressing the right softkey.

Status Bar

The status bar at the top of the home screen provides phone and service status information on the right side and notification alerts on the left.

Note: Status and notification icons are subject to change. Not all icons are depicted below.

Main Status Icons

Icon	Status
	Bluetooth® active
	Wi-Fi® active
	Location services active
	Vibrate
	Silent mode
	Network (full signal)
	Network (roaming)
	4G LTE data service
	3G data service

	Airplane mode
	Battery (charging)
	Battery (full charge)
	Battery (discharged)

Main Notification Icons

Icon	Notification
	New voicemail
	New email
	New text or MMS message
	Event
	Alarm
	Emergency alerts

Note: Additional notification icons may appear.

Phone Calls and Voicemail

The following topics outline the use of your phone's calling features to place and receive calls, use voicemail, and more.

Place and Answer Calls

The following topics describe how to directly dial calls, how to answer incoming calls, and how to use the in-call screen options.

Adjust In-Call Volume

- **Adjusting Call Volume:** Press the **Volume** button up or down during the call.

Call Using the Phone Keypad

The most “traditional” way to place a call is by using the phone's keypad.

1. Enter a phone number from the Home screen.
 - ❖ If you make a mistake while dialing, press  to erase the numbers.
 - As you enter digits, the phone searches for contacts that match. If you see the number you want to dial, highlight it.
2. Press  or **Call** (center softkey) to call the number.
 - ❖ The phone dials the number. The call begins when the other party answers.
3. To end the call, press .
 - ❖ The call ends.

Troubleshooting

Question: Call does not connect.

Answer 1: Was the number dialed using the area code? If not, try dialing using the full 10-digit number including the area code.

Answer 2: Are you in an area with poor wireless coverage? Try calling again from another area.

Call Emergency Numbers

You can place calls to 9-1-1 even if the phone's screen is locked or your account is restricted.

To call the 9-1-1 emergency number:

- Press   , and then  or **Call** (center softkey).

- ❖ As long as you are in an area covered by wireless service, the emergency call is placed.

Enhanced 9-1-1 (E 9-1-1) Information

This phone features an embedded Global Positioning System (GPS) chip necessary for utilizing E 9-1-1 emergency location services where available.

When you place an emergency 9-1-1 call, the GPS feature of your phone seeks information to calculate your approximate location. Depending on several variables, including availability and access to satellite signals, it may take up to 30 seconds or more to determine and report your approximate location.

Important: Always report your location to the 9-1-1 operator when placing an emergency call. Some designated emergency call takers, known as Public Safety Answering Points (PSAPs), may not be equipped to receive GPS location information from your phone.

Answer Phone Calls

The following information lets you know how to answer incoming calls, mute the ringer on incoming calls, reject incoming calls, and more.

When you receive a phone call from a contact, the incoming call screen appears and displays the caller ID icon, name, and phone number of the calling party. When you receive a phone call from someone who is not stored in Contacts, only the default caller ID icon and phone number appear on the incoming call screen.

Note: If your phone is turned off, all calls automatically go to voicemail.

Answer an Incoming Call

1. Press  or , or select **Answer** to answer an incoming call.
 - Depending on your settings, you may also answer incoming calls by pressing other keys. See [Any Key Answer](#).
 - ❖ The call begins.
2. To end the call, press .
- ❖ The call ends.

Mute the Ringing Sound

To mute the ringer without rejecting the call, you can do the following:

- Press the **Volume** button down.

Reject an Incoming Call

- When a call arrives, press .
- or –

Select **Decline**.

- ❖ The ringtone or vibration will stop and the call will be sent directly to voicemail.

Reject a Call and Send a Text Message

You can reject an incoming call and automatically send a text message to the caller.

1. When a call arrives, select **Send message**.
2. Select a message, and press .

– or –

Select **Write your own...**, write a message, and then press **Send** (center softkey).

- ❖ The ringtone or vibration will stop and the text message will be delivered to the caller.

In-Call Operations

While you're on a call, you can access a number of options.

1. Pressing **Options** (right softkey) during a call displays a list of available in-call features.
2. To select an option, highlight the option and press .
 - **Add call**: Initiate a conference call (3-way call).
 - **Go to Bluetooth settings**: Display the Bluetooth settings (if applicable).
 - **Use Bluetooth device**: Switch the call to a Bluetooth device (if applicable).
 - **Disconnect Bluetooth device**: Disconnect the Bluetooth device (if applicable).
 - **Go to Home screen**: Display the phone's Home screen.
 - **Noise reduction**: Improve the quality of the call using the earpiece.

Further options may also be available:

- Press **Mute/Unmute** (center softkey) to mute/unmute the microphone.
- Press **Hold** (right softkey) to place the current call on hold. This function is not available during a call in CDMA network.
- Press the **Volume** button up or down to adjust the receiver volume.
- Press  to turn the speaker on. Press again to turn it off.

Warning: Because of higher volume levels, do not place the phone near your ear during speakerphone use.

Place a Call from Contacts

You can place phone calls directly from entries in your Contacts list.

1. From home, press  and select **Contacts**.
 - ❖ The contacts list appears.
2. Highlight the entry you want to call.
3. Press  to dial the entry's default phone number.

– or –

To dial another number from the same entry, press , select a number, and then press  or **Call** (center softkey).

- ❖ The phone dials the number. The call begins when the other party answers.

4. To end the call, press .

- ❖ The call ends.

Call from Recent calls

The recent calls list lets you quickly place calls to recent incoming, outgoing, or missed numbers.

1. From home, press  > **Recent calls**.

– or –

Press  to display your recent calls list.

- ❖ The recent calls list appears.

2. Highlight an entry and press  to place a call.

- ❖ The phone dials the number. The call begins when the other party answers.

3. To end the call, press .

- ❖ The call ends.

Call a Phone Number with Pauses

You can dial numbers with pauses for use with automated systems, such as voicemail or credit card billing numbers.

There are two options available to add pauses on your phone:

- **Wait** will wait for your confirmation to send the rest of the digits when reached.

- **2-sec pause** automatically sends the next set of numbers after two seconds.

Note: You can have multiple pauses in a phone number and combine two-second and hard pauses.

To dial or save phone numbers with pauses:

1. Enter all or part of a number.
2. Press **Options** (right softkey) > **Add wait** or **Add 2-sec pause**.
3. Enter additional numbers.
4. Press  or **Call** (center softkey) to dial the number.

Call Using a Speed Dial Number

You can store up to 98 numbers in your phone's speed dial memory to make contacting friends and family easier.

You must have already assigned a speed dial number to an existing phone number. See [Set Up Speed Dialing](#).

- From home, enter a speed dial number, and then press  or **Call** (center softkey).
 - ❖ The display confirms that the number has been dialed when it shows "Connecting..."

Call Using the Plus (+) Code

When placing international calls, you can use Plus Code Dialing to enter the appropriate international access code for your location (for example, 011 for international calls placed from the United States).

1. Press and hold  to display "+" on your phone screen.
2. Enter the country code and phone number, and then press  or **Call** (center softkey). (The phone automatically prepends the access code for international dialing, followed by the country code and phone number.)

Call a Phone Number in a Message

You can place a call to a number that appears in a message.

1. From home, press  > **Messaging**.
2. Select a message with the number you want to call, and press **View** (center softkey).
3. Highlight the number you want to call.
4. Press  or  > **Call**.

Voicemail

The following topics describe how to set up and use your phone's voicemail features.

Voicemail Setup

Follow the instructions below to set up voicemail on your phone. You should set up your voicemail and personal greeting as soon as your phone is activated. Always use a passcode to protect against unauthorized access. Your phone automatically transfers all unanswered calls to your voicemail, even if your phone is in use or turned off.

1. From home, press and hold  to dial your voicemail number.
 - ❖ Your phone dials the voicemail access number.
2. Follow the system prompts to:
 - Create your passcode.
 - Record your name announcement.
 - Record your greeting.

Important: Voicemail Passcode – It is strongly recommended that you create a passcode when setting up your voicemail to protect against unauthorized access. Without a passcode, anyone who has access to your phone is able to access your voicemail messages.

Voicemail Notification

There are several ways your phone alerts you to a new voicemail:

- By displaying a message on the screen.
- By sounding the assigned ringtone type.
- By displaying  at the top of the screen.

Note: Your phone accepts messages even when it is turned off. However, your phone notifies you of new messages only when it is turned on and you are in the service area.

Retrieve Your Voicemail Messages

You can review your messages directly from your wireless phone or from any other touch-tone phone.

Use Your Phone to Access Your Messages

1. Press and hold .
- or –
- From home, press  > **Messaging** > **Options (right softkey)** > **Voicemail** > **Call voicemail**.
2. Enter your voicemail password if prompted.
3. Follow the voice prompts to listen to and manage your voicemail messages.

Note: You are charged for airtime minutes when you are accessing your voicemail from your wireless phone.

Use Another Phone to Access Messages

1. Dial your wireless phone number.
2. When your voicemail answers, press the asterisk key (*).
3. Enter your password.

Optional Calling Services

The following topics outline additional voice-related services available with your phone, including call services and more.

Caller ID Blocking

Caller ID identifies a caller before you answer the phone by displaying the number of the incoming call. If you do not want your number displayed when you make a call, follow these steps.

1. Enter  Shift  MNO  PQRS.
2. Enter the number you want to call.
3. Press  or **Call** (center softkey).

❖ Your caller information will not appear on the recipient's phone.

To permanently block your number, call the company's customer service.

Call Waiting

When you're on a call, Call Waiting alerts you to incoming calls by sounding two beeps. Your phone's screen informs you that another call is coming in and displays the caller's phone number (if it is available).

To respond to an incoming call while you're on a call:

- Press  or .

❖ This puts the first caller on hold and answers the second call.

To switch back to the first caller:

- Press **Swap** (left softkey).

— or —

Press .

Note: For those calls where you don't want to be interrupted, you can temporarily disable Call Waiting by pressing  Shift  PQRS  + before placing your call. Call Waiting is automatically reactivated once you end the call.

Conference Calling

With conference calling, also known as 3-way calling, you can talk to two people at the same time. When using this feature, the normal airtime rates (if applicable) will be charged for each of the two calls.

1. Enter a number and press  or **Call** (center softkey).
2. Once you have established the connection, press **Options** (right softkey) > **Add call**.
3. Select **Contacts** or **Enter Phone#**.
4. Select a number from your Contacts, or enter a number directly, and then press  or **Call** (center softkey).
5. When you're connected to the second party, press **Options** (right softkey) > **Merge call** to begin your 3-way call.

Note: If one of the people you called hangs up during your call, you and the remaining caller stay connected. If you initiated the call and are the first to hang up, all callers are disconnected.

Call Forwarding

Call Forwarding lets you forward all your incoming calls to another phone number – even when your phone is turned off. You can continue to make calls from your phone when you have activated Call Forwarding.

Note: You are charged a higher rate for calls you have forwarded.

To activate Call Forwarding:

1. Enter    .
2. Enter the area code and phone number to which you want your calls forwarded.
3. Press  or **Call** (center softkey).
 - ❖ You will hear a tone to confirm the activation of Call Forwarding. All calls to your wireless number will be forwarded to the designated phone number.

To deactivate Call Forwarding:

1. Enter     .
2. Press  or **Call** (center softkey).
 - ❖ You will hear a tone to confirm the deactivation.

Call Settings

Your phone's call settings menu lets you configure your voicemail options and a number of other settings for the phone application.

Any Key Answer

Set to answer incoming calls by pressing any key on your phone.

1. From home, press  > **Settings** > **Device** > **Call setup** > **Any key answer**.
2. Select **On**.

Auto Answer

Set your phone to automatically pick up incoming calls. Remember, your phone will answer calls in auto-answer mode even if you are not present.

1. From home, press  > **Settings** > **Device** > **Call setup** > **Auto answer**.
2. Highlight an option and press .
 - **Hands free** to answer calls automatically when the phone is connected to an optional headset or hands-free device.
 - **Speakerphone** to answer calls automatically in speakerphone mode.
3. Highlight the time you would like your phone to wait before answering and press .

Quick Responses

You can modify the preset text messages to send when you reject an incoming call and send a text message.

1. From home, press  > **Settings** > **Device** > **Call setup** > **Quick responses**.
2. Highlight a message and press .
3. Edit it and press **Save** (center softkey).

Tip: To restore the default messages, press **Reset** (left softkey).

Set Up Speed Dialing

You can store up to 98 numbers in your phone's speed dial memory to make contacting friends and family easier.

1. From home, press  > **Settings** > **Device** > **Call setup** > **Speed dial setup**.
2. Highlight an available speed dial location and press **Assign** (center softkey).
3. Highlight a contact and press .

Tip: To replace a current assignment, select a location and press **Replace** (left softkey).

To remove a number from a speed dial location:

1. From home, press  > **Settings** > **Device** > **Call setup** > **Speed dial setup**.
2. Highlight the assigned contact you want to remove, press **Remove** (right softkey), and then **Yes** (left softkey).

Voicemail settings

You should set up your voicemail and personal greeting as soon as your phone is activated. See [Voicemail Set Up](#) for setting it up.

1. From home, press  > **Settings** > **Device** > **Call setup** > **Voicemail**.
2. Configure the following settings:
 - **Setup** to configure the voicemail number if necessary.
 - **Ringtone** to select the sound to ring for a new voicemail message.
 - **Vibrate** to select whether the phone responds with vibration to a new voicemail message.

North American Dialing

Use this option when placing international calls while in the United States or Canada.

1. From home, press  > **Settings** > **Device** > **Call setup** > **North American dialing**.
2. Select **On** to enable this feature. See [Call Using the Plus \(+\) Code](#).

International Dialing

Use this option when placing international calls from outside the United States or Canada. This option enters the international dialing code automatically.

1. From home, press  > **Settings** > **Device** > **Call setup** > **International dialing**.
2. Set the international dialing code.

Voice Privacy

This option allows you to enable enhanced privacy mode.

1. From home, press  > **Settings** > **Device** > **Call setup** > **Voice privacy**.
2. Select **On** to enable this feature.

DTMF Tones

You can set the length of Dual-tone multi-frequency (DTMF) signal tones.

1. From home, press  > **Settings** > **Device** > **Call setup** > **DTMF tones**.
2. Select **Normal** or **Long**.

Contacts

Your phone's Contacts help you stay in touch with family, friends, and colleagues by keeping track of all their contact information. This section explains how to use your phone's Contacts.

Contacts Cautions

Information saved in Contacts may be lost or changed if the battery is removed for a long period or left uncharged. Accident or malfunction may also cause loss or change to information. It is recommended that you keep a separate copy of contacts and other important information.

Add Contacts

You can add contacts from your phone's Contacts application. Enter details such as name, phone numbers, email addresses, mailing addresses, and more.

1. From home, press  > **Contacts** > **Contacts** tab > **Options** (right softkey) > **Add new contact**.
2. Enter as much information as you want for your new contact, moving through the entry fields by pressing the navigation key up, down, left or right.

-  (Contacts icon): Highlight the picture icon and press  to assign a picture to the contact.
- **Name**
- **Phone**
- **Email**
- **Address**
- **Add another field**: Select to include additional information such as **Phonetic name**, **Organization**, **IM**, **Notes**, **Nickname**, **Website**, etc.

Note: To select a type (label) for a phone number, email address, or postal address (such as **Mobile**, **Home**, **Work**, etc.), highlight the PHONE, EMAIL, or ADDRESS field, press **Options** (right softkey), select **Set type**, and then select the appropriate type.

Note: To add more phone numbers, email addresses, etc., select **Add new** under the current numbers or addresses.

3. When you have finished adding information, press **Save** (center softkey).

❖ The contact is added.

Save a Phone Number

You can save a phone number to Contacts directly from the phone keypad.

1. From home, enter a phone number.
2. Press **Options (right softkey)** > **Add to contacts**.
3. To add the number to an existing entry, select the contact, select a number type for the new number and then press **Save** (center softkey).

– or –

To add the number to a new entry, press **Options** (right softkey) > **Add new contact** and select an account to use. Then, enter the name and any additional information and press **Save** (center softkey).

❖ The contact is added.

View Contacts

View a contact's details by displaying a contact entry.

1. From home, press  > **Contacts**.
 - ❖ You will see the Contacts list.
2. Highlight an entry and press  to show the details.
 - ❖ The contact's detailed listing appears.

Tip: Highlight any data field, and the available softkey options for that field will be displayed. For example, **Call**, **Message**, etc.

Contacts List

The Contacts list shows the Contacts entries stored in your phone.

- **Favorites** tab: Highlight to display your favorite contacts.
- **Contacts** tab: Highlight to display all the contacts you save.
- **Groups** tab: Highlight to display the contact groups you have created.
- **Search** (left softkey): Press to search for a contact.
- **Options** (right softkey): Press to access the following menus:
 - **Add new contact** to add a new contact. See [Add Contacts](#).
 - **Add new group** to add a new group contact. See [Add a Group and Group Contacts](#).
 - **Contacts to display** to select contacts to be displayed on Contacts.
 - **Delete** to select contact(s) you want to delete.
 - **Import/export** to import or export your contacts from/to the microSD card and phone.

- **Share visible contacts** to share your visible contacts via **Messaging, Email** or **Bluetooth**.
- **Settings** to open the display settings screen.

Display Options

1. From home, press  > **Contacts** > **Options** (right softkey) > **Contacts to display**.
2. Select one of the following options:
 - **All contacts** to display all the contacts you save.
 - **Phone** to display all the contacts saved in your phone.
 - **Customize** to select whether to display all the contacts saved in your phone and to select contact types for each account. Highlight **Phone**, press **Select** (center softkey), make your selection and then press **Done** (left softkey).

Note: If you use a SIM card in which a contact list can be saved, **SIM** is also shown as an option.

Edit Contacts

Once you've added a contact, you can add or edit any of the information in the entry, assign a caller ID picture, customize with a unique ringtone, and more.

Add or Change Information for a Contact

1. From home, press  > **Contacts** > **Contacts** tab.
2. Highlight the contact you want to edit, press , and then press **Options** (right softkey) > **Edit**.
3. Highlight the information you wish to edit.
4. Add or edit the information.
5. Press **Save** (center softkey) to save your changes.

Assign a Picture to a Contact

1. From home, press  > **Contacts** > **Contacts** tab.
2. Highlight the contact you want to edit, press , and then press **Options** (right softkey) > **Edit**.
3. Highlight the contact icon above the name and press .
4. To assign a new picture, select **Take photo** and take a picture.

– or –

To assign a stored picture, select **Choose photo** and select a picture.

5. You may be prompted to size the picture for use with entries. Zoom in or out the square to frame the portion of the picture to use by pressing **Zoom in** (right softkey) or **Zoom out** (left softkey) and press **Done** (center softkey).
6. Press **Save** (center softkey).

Assign a Ringtone to a Contact

Assign a ringtone to a Contacts entry so that you can identify the caller by the ringtone.

1. From home, press  > **Contacts** > **Contacts** tab.
2. Highlight the appropriate contact, press , and then press **Options** (right softkey) > **Set phone ringtone** or **Set message ringtone**.
3. Highlight a ringtone and press .

Assign a Vibration Type to a Contact

You can assign a specific vibrate type to a contact.

1. From home, press  > **Contacts** > **Contacts** tab.
2. Highlight the appropriate contact, press , and then press **Options** (right softkey) > **Set vibrate**.
3. Highlight a vibration type and press .

Add a Contact to Favorites

1. From home, press  > **Contacts** > **Contacts** tab.
2. Highlight the appropriate contact, press , and then press **Options** (right softkey) > **Add to favorites**.
3. ★ (Favorite icon) will be displayed on the Contact details title bar.

Delete Contacts

You can delete existing entries from your Contacts.

Note: You cannot delete some contact entries that are pre-programmed in the contacts list.

1. From home, press  > **Contacts** > **Contacts** tab.
2. Press **Options** (right softkey) > **Delete**.
3. Highlight the entry you want to delete and press **Select** (center softkey). A check mark will appear in the box next to the selected entry. Repeat this step if you want to delete other entries.

– or –

Press **Options** (right softkey) > **Select all** to delete all entries.

4. Press **Delete** (left softkey) > **Yes** (left softkey).

❖ The contact is deleted.

Add a Group and Group Contacts

You can create a group by assigning personal Contacts entries as members and then naming the new group.

1. From home, press  > **Contacts** > **Groups** tab.
2. Press **Options** (right softkey) > **Add new group**.
3. Select the account in which you want to create a group contact.
4. Enter the group's name.
5. Highlight **Add contact** and press .
6. Highlight the entry you want to add to the group and press **Select** (center softkey).
 - ❖ A check mark will appear in the box next to the selected entry.
7. Repeat step 6 to add other members.
8. When you have selected all the entries you want to add, press **Done** (right softkey), and then **Save** (right softkey).

Edit a Group Contact

Manage the group contacts you create.

Add or Remove a Group Contact Entry, or Rename a Group

You can add a group member to an existing group, remove group members from it, or rename a group.

1. From home, press  > **Contacts** > **Groups** tab.
2. Highlight the group you want to edit, press , and then press **Options** (right softkey) > **Edit**.
3. The following options are available:
 - Highlight **Add contact** and press  to add members to the group, choose contact(s), and then press **Done** (right softkey).
 - Highlight  button next to the entry you want to remove from the group, and then press .
 - Highlight the group to rename it.

4. When you add or remove group members, press **Save** (right softkey).

– or –

When you rename the group, press **Save** (center softkey).

Delete a Group Contact

You can delete existing entries from your Contacts.

1. From home, press  > **Contacts** > **Groups** tab.
2. Highlight the group you want to delete, press , and then press **Options** (right softkey) > **Delete**.
3. Press **Yes** (left softkey).

❖ The group contact is deleted.

Find Contacts Entries

You can quickly access the stored information in your Contacts, or search Contacts entries for the numbers that contain a specific string of numbers.

Find an Entry from Contacts

1. From home, press  > **Contacts** > **Contacts** tab.
2. Scroll through all the entries.

– or –

Press **Search** (left softkey) and enter the first few letters of any part of an entry's name. Contacts with matching letters are listed.

- The more letters you enter, the more your search narrows.

3. Highlight an entry and press  to dial the number displayed.

– or –

Highlight an entry and press  to display the contact details screen.

Find an Entry Using the Phone Keypad

1. From home, enter three or more digits of the number.
 - The more numbers you enter, the more specific the search becomes.
2. All Contacts entries matching the entered numbers will be displayed.

3. Highlight an entry and press , or press **Call** (center softkey) to dial the number.

– or –

Highlight an entry and press **Options** (right softkey) > **Contact details** to display the contact details.

ICE (In Case of Emergency) Contacts

Registering ICE information might help rescue workers, such as paramedics and police officers, as well as hospital personnel identify your primary contact or special medical needs you might have in case of emergency.

To add an ICE contact:

1. From home, press  > **Contacts** > **Contacts** tab.
2. Highlight **ICE- In Case of Emergency** and press .
3. Press **Add** (left softkey).
4. Highlight the entry you want to register as an ICE contact and press .

To remove an ICE contact:

1. From home, press  > **Contacts** > **Contacts** tab.
2. Highlight **ICE- In Case of Emergency** and press .
3. Press **Remove** (right softkey)
4. Highlight an ICE contact, press , and then press **Yes** (left softkey).

Personal Information

You can register your own information, medical information, etc.

To enter or edit your personal information:

1. From home, press  > **Contacts** > **Contacts** tab.
2. Highlight **ICE- In Case of Emergency** and press .
3. Highlight **My emergency information**, press , and then press **Edit** (left softkey).
4. Enter or edit the necessary information and press **Save** (center softkey).

To access your personal information when the phone is locked:

1. From home, press **Emergency** (left softkey).

2. Highlight **My emergency information** and press .

Share Contacts

You can use saved Contacts information in other applications.

1. From home, press  > **Contacts** > **Contacts** tab.
2. Highlight the contact you want to share, press , and then press **Options** (right softkey) > **Share**.
3. In the Share contact via menu, select a method.

Import Contacts

Your phone offers a couple of options for importing contacts from installed SD memory cards or external devices via USB.

Before Importing Contacts from an SD Card

You will need to have installed an SD card with previously backed up contacts information into your phone before you can import contacts. See [SD Card](#) for SD card information.

Import Contacts from Phone or an SD Card

1. From home, press  > **Contacts** > **Contacts** tab.
2. Press **Options** (right softkey) > **Import/export**.
 - ❖ You will see the Import/export contacts menu.
3. Select **Import from Phone** or **Import from SD card**.
4. Select a destination for the imported contacts.
5. Follow the onscreen instructions to complete the import.
 - ❖ The contacts are imported and stored in the selected account.

Back Up Contacts

You can easily back up your phone's Contacts data to the SD card.

Before Backing Up Contacts to an SD Card

You will need to have installed an SD card with previously backed up contacts information into your phone before you can back up your contacts. See [SD Card](#) for SD card information.

Back Up Contacts to Your SD Card

1. From home, press  > **Contacts**.

2. Press **Options** (right softkey) > **Import/export**.
 - ❖ You will see the Import/export contacts menu.
3. Select **Export to SD card**.
4. Press **Yes** (left softkey) to confirm the export.
5. Follow the onscreen instructions to complete the export.
 - ❖ The contacts are exported and saved to the installed SD card.

Messaging

With wireless service and your phone's messaging capabilities, you have the opportunity to share information through many different channels and accounts, including personal and corporate email, and text and multimedia messaging.

Text and Multimedia Messaging

With text messaging (SMS), you can send and receive instant text messages between your wireless phone and another messaging-ready phone.

Multimedia messages, or MMS, can contain text and pictures, recorded voice, audio or video files, contact cards (vCard), or appointments (vCalendar).

Send a Message

Quickly compose and send text messages on your phone.

1. From home, press  > **Messaging**.
2. Press **New msg.** (left softkey).
3. Fill in one or more recipients from the following options:
 - Press **Contacts** (right softkey) to select recipients from your Contacts. (Qualifying Contacts entries must contain a phone number or an email address.) Select the contacts to whom you want to send the message by pressing **Select** (center softkey). When you have selected all the message recipients, press **Done** (right softkey) to proceed.
 - You can enter phone numbers or email addresses directly. As you enter email addresses, any matching addresses from your contacts list are displayed. Highlight a match and press **Select** (center softkey) to enter the address.
4. Highlight the **Type message** field and start composing your message.
5. To add an attachment, press **Options** (right softkey) > **Attach** and select from the following file attachments:
 - **Pictures**: Select a stored picture to attach.
 - **Capture picture**: Take a picture to attach.
 - **Videos**: Select a stored video to attach.
 - **Capture video**: Record a video to attach.
 - **Audio**: Select an audio file to attach.
 - **Record audio**: Record an audio file to attach.
 - **Contact (vCard)**: Opens Contacts to select one or more contact entries and attach them.

- **Event (vCalendar):** Select an event entry to attach.

Tip: To remove an attachment, highlight the attachment field, press , highlight the attachment you want to remove, and then press **Remove** (left softkey). To add new attachment, highlight the **Add new...** and press .

Tip: You can select more options for composing messages, such as **Add subject**, **Add preset message**, **Discard** or **Settings**.

6. When you have finished composing the message, press **Send** (center softkey).

Save and Resume a Draft Message

While composing a text or multimedia message, press **Options** (right softkey) > **Save as draft** to save your message as a draft.

To resume composing the message:

1. From home, press  > **Messaging**.
2. On the Messaging screen, highlight the draft message you want to resume and press **View** (center softkey).
3. Enter the message to resume editing it.
4. When you finish editing the message, press **Send** (center softkey).

New Messages Notification

Depending on your notification settings, the phone will play a ringtone, vibrate, or display the message briefly in the status bar when you receive a new text or multimedia message. To change the notification for new text and multimedia messages, see [Text and MMS Options](#) for details.

A new message icon () also appears in the notifications area of the status bar to notify you of a new text or multimedia message.

Manage Message Conversations

Text and multimedia messages that are sent to and received from a contact (or a number) are grouped into conversations or message threads in the Messaging screen. Text or MMS conversations let you see exchanged messages (similar to a chat program) with a contact on the screen.

Read a Text Message

- If you have a new message notification, press **OK** (center softkey) on the notification screen to open and read it.
- or –
1. From home, press  > **Messaging**.

2. Highlight the message or message thread you want to read, and press  to open it.

Reply to a Message

1. From home, press  > **Messaging**.
2. Highlight a message or message thread and press  to open it.
3. Enter your reply message and attach files if desired.

Note: If you want to reply only to the sender, highlight the message and press **Options** (right softkey) > **Reply to sender only**.

Delete Conversations

1. From home, press  > **Messaging**.
2. Press **Options** (right softkey) > **Delete** or **Delete all threads**.
3. When prompted to confirm, press **Yes** (left softkey).

Delete a Single Message

1. From home, press  > **Messaging**.
2. Highlight a message you want to delete, press **Options** (right softkey) > **Delete**.
3. When prompted to confirm, press **Yes** (left softkey).

Text and MMS Options

The messages settings menu lets you control options for your text and MMS messages including message limits, size settings, and notifications.

1. From home, press  > **Messaging**.
2. Press **Options** (right softkey) > **Settings**.
3. Configure the following settings:
 - **Delete old messages:** Automatically delete older messages when the set limits are reached.
 - **Attachment storage:** Select your desired storage location for attachments.
 - **Preset message:** Edit text that you frequently insert when composing messages.
 - **SMS Delivery reports:** Select **On** to check the delivery of a SMS message you sent.
 - **Long message Re-assembly:** When you receive a long message, it is divided into up to 15 messages and delivered to your phone. Select **On** to combine them to display as one message rather than segmented ones.

- **Group messaging:** Select **On** to enable group messages.
- **Auto-retrieve:** Select **On** to automatically retrieve all your multimedia messages. When selected, the multimedia message header plus the message body and attachments will automatically download to your phone.
- **Roaming auto-retrieve:** Select **On** to automatically retrieve all your messages completely when roaming. This may incur significant phone charges.
- **MMS Creation mode:** Select this option to restrict the specifications of the file you can send as an attachment. If you select **Restricted**, you cannot attach the following files;
 - File format is other than jpg, jpeg, gif, wbmp, 3gp, amr, mid, midi, vcf and vcs.
 - File resolution is over 640x480.
 - File size is over 280KB.
- **Signature:** Select **On** to add a customized signature to each message you send.
- **Notifications:** Configure how to notify you when a new message is received.
 - **Notifications:** Select **On** to display the notification screen.
 - **Sound:** Select a ringtone for new messages.
 - **Vibrate:** Select **Always** to vibrate the phone.

Emergency Alerts

Your phone is compatible with federally supervised cell phone alert services which send out broadcast SMS messages for public warning.

View an Emergency Alert

- If you have an Emergency Alert notification, press **OK** (center softkey) on the notification screen to open and read it.

– or –

1. From home, press  > **Messaging**.
2. Press **Options** (right softkey) > **Emergency Alerts**.

Emergency Alert Settings

1. From home, press  > **Messaging**.
2. Press **Options** (right softkey) > **Emergency Alerts** > **Settings** (left softkey).
3. Configure the following settings:
 - **Receive alerts:** Check the box next to the type of Emergency Alert you wish to receive.

- **Presidential Alert** to deliver a national Presidential Alert. Presidential Alerts is always grayed out (not selectable) and cannot be excluded.
- **Extreme Alert** to deliver emergency alerts in an extreme emergency situation (an extraordinary threat to life or property).
- **Severe Alert** to deliver emergency alerts in a severe emergency situation (a significant threat to life or property).
- **AMBER Alert** to deliver alerts related to missing or endangered children.
- **Emergency Alerts Test** to receive a test message to make sure that the alert messages can be successfully received.
- **Cellbroadcast message:** Select **On** to receive cellbroadcast message other than Emergency Alerts.
- **Notification settings:** Configure the following notification options.
 - **Notifications:** Select **On** to set your phone to display a notification when an alert is received.
 - **Sound:** Select **On** to set a notification sound to play when an emergency alert is received.
 - **Vibrate:** Select **On** to set your phone to vibrate when an emergency alert is received.
 - **Alert reminder:** Set how often your phone alerts you.
 - **Speak alert message:** Select **On** to use the text-to-speech feature on your phone to read the emergency alert out when it is received.

Email

Use the Email application to send and receive email from your webmail or other accounts, using POP3 or IMAP, or access your Exchange ActiveSync account for your corporate email needs.

Add Email Accounts

You can add several types of personal email accounts, such as POP3 and IMAP accounts, on your phone.

1. From home, press  > **Email**, if you have not set up any email accounts yet.
 – or –
 From home, press  > **Settings** > **Personal** > **Accounts** > **Add account** > **Email**.
2. Select a desired account.
3. Enter your email address and password, and then press **Next** (right softkey).
4. Enter the account details and press **Next** (right softkey).
5. Configure the account options as necessary and press **Next** (right softkey).

6. Follow the onscreen prompts to complete.

Important: If the account type you want to set up is not in the phone database, you will be asked to enter more details. You should get all pertinent information for the email account, such as incoming and outgoing server settings, before you proceed.

Add a Corporate Account

If you synchronize your phone with your corporate account, you can read, manage, and send email in the same easy way as with a POP3/IMAP account. You can also access some powerful Exchange features.

Note: Before setting up a Microsoft® Exchange ActiveSync® account, contact your company's Exchange Server administrator for required sign-in information.

1. From home, press  > **Settings** > **Personal** > **Accounts** > **Add account** > **Corporate**.
2. Enter the Exchange email address and password, press , and then press **Next** (right softkey).
 - **Email address:** Your corporate email address.
 - **Password:** Typically your network access password (case-sensitive).
3. Enter the Exchange account details, and then press **Next** (right softkey).

Note: You may need to contact your Exchange Server administrator for required sign-in information.

- **Domain\Username:** Enter your network login username or network domain.
 - **Password:** Typically your network access password (case-sensitive).
 - **Server:** Your Exchange server remote email address. Typically it is in the form of mail.XXX.com.
 - **Port:** Modify the port number, if necessary.
 - **Security type:** If your network requires SSL encryption, select the SSL/TLS from the dropdown list and activate this additional level of security. If your Exchange server requires this feature, leaving this field unconfigured can prevent connection.
4. Configure **Sync frequency**, **Sync emails from**, and activate other email settings as necessary, and then press **Next** (right softkey).
 5. Follow the onscreen prompts to complete.

Note: You can have multiple corporate email (Microsoft Exchange ActiveSync) accounts active on your phone.

Create and Send Email

Compose and send email using any account you have set up on your phone. Increase your productivity by attaching files such as pictures, videos, or documents to your email messages.

Compose a Message

1. From home, press  > **Email**.
 - ❖ The email inbox opens.
2. Press **New email** (left softkey).
 - ❖ The email composition window opens.
3. Enter the message recipient(s).
 - You can add multiple recipients to an email message.
 - As you enter email addresses, any matching addresses from your contacts list are displayed. Highlight a match and press **Select** (center softkey) to enter the address directly.
 - To add recipients from Contacts, press **Options** (right softkey), highlight **Go to Contacts** and press  to select from your contacts list.
 - If you want to send a carbon copy (CC) or a blind carbon copy (BCC) of the email to other recipients, press **Options** (right softkey) > **Add Cc/Bcc**.
4. Enter the email subject and message.
 - To add an attachment to the message, press **Options** (right softkey) > **Attach**, and choose an option from **Pictures**, **Take picture**, **Videos**, **Record video**, **Audio**, **Record audio** or **Others**.
5. Press **Send** (center softkey).
 - ❖ The email message is sent.

Available Options

While composing a message, you can access the following options by pressing **Options** (right softkey).

- **Save as draft** to save the message as a draft.
- **Add preset message** to add a preset message.
- **Discard** to discard the message.
- **Formatting** to add some effects on your mail. Select **Fonts**, **Insert pictures** or **Email body background color**.
- **Priority** to select a priority from **Low**, **Normal**, or **High**.
- **Sensitivity** to select a sensitivity level from **Normal**, **Personal**, **Private** or **Confidential**.

Open Email Messages

You can open and read email messages directly from the email inbox. Reading and replying to email on your phone is as simple as on your computer.

1. From home, press  > **Email**.
 - If Inbox is not displayed, press **Options** (right softkey) > **Manage folders** > **Inbox** > **View** (center softkey).
 - ❖ The email inbox opens.
2. Highlight the message you want to view and press .

Tip: Press **Options** (right softkey) > **Account** to switch to a different email account.

3. To reply the message, press **Reply** (left softkey)
 - To reply to all recipients or forward the message, press **Options** (right softkey) and select:
 - **Reply all** to reply to all recipients of the message.
 - **Forward** to forward the message.
4. After composing your message, press **Send** (center softkey) to send the message.

Options when Reviewing Email Messages

- **Resetting Mail as Unread:** With an email message open press **Options** (right softkey) > **Mark as unread**.
- **Deleting Mail:** With an email message open, press **Options** (right softkey) > **Delete**.
- **Moving the message(s) to other folders:** On the email account inbox, press **Options** (right softkey) > **Move to folder**.
- **Searching through the messages:** On the email account inbox, press **Options** (right softkey) > **Search**. Enter the keyword to search, and then press **Search** (center softkey).

Delete Email Accounts

You can delete an email account from your phone if you no longer wish to receive messages for the account on your phone.

1. From home, press  > **Email**.
 - ❖ The email inbox opens.
2. Press **Options** (right softkey) > **Settings**.
3. Highlight **Account settings** and press .
4. Press **Remove** (right softkey).

5. Highlight the account you want to delete and press **Select** (center softkey), and then press **Done** (left softkey).
6. When prompted to confirm, press **Yes** (left softkey).

❖ The account is deleted from your phone.

Manage Your Email Inbox

Your email inbox provides management options for viewing, sorting, and deleting your email messages.

View Your Email Inbox

1. From home, press  > **Email**.
2. If Inbox is not displayed, press **Options** (right softkey) > **Manage folders**.
3. Highlight the folder you want to display and press **View** (center softkey).
4. Highlight the message you want to view and press **View** (center softkey).

Refresh an Email Account

Whatever your automatic synchronization settings are, you can also synchronize your sent and received email messages manually at any time.

- While viewing the account you want to synchronize, press **Options** (right softkey) > **Refresh**.

Delete Email Messages

1. On the email account inbox, press **Options** (right softkey) > **Delete**.
2. Highlight the message you want to delete, and press **Select** (center softkey).
 - Repeat step 2 to select additional messages to delete.
 - To delete all messages, press **Options** (right softkey) > **Select all**.
3. Press **Done** (left softkey).
4. When prompted to confirm, press **Yes** (left softkey).

Email Settings

1. From home, press  > **Email** > **Options** (right softkey) > **Settings**.
2. Configure the following settings (options vary depending on the type of account):
 - **General settings**
 - **Set default account:** If you have more than one email account, specify which is to be used when the Email app is launched.

- **Auto-advance:** Choose which screen to show after you delete a message.
- **Include original text:** Select On to include the text of the original message in your reply.
- **Default image size:** Select the size of the image files to attach to your message. The following options are available:
 - **Normal:** The image is compressed to 512 KB or smaller.
 - **Large:** The image is compressed to 750 KB or smaller.
 - **Original:** The image remains at the original size.
 - **Always ask:** You will be asked your desired size when the image size is larger than 512 KB.
- **Attachment storage:** Select where to save attachments.
- **Advanced settings**
 - **Select mail list display items:** Choose how your mail list is displayed.
 - **Select display header:** Choose to display email by **Subject** or by **Sender**.
 - **Select display items:** Choose which header items to include in the display.
 - **Clear email address history:** Select to clear all email addresses of sent emails in the prediction list.
 - **Clear picture approvals:** Select to stop displaying inline images from senders you previously allowed.
 - **Exchange errors log:** Select **On** to save the Exchange ActiveSync error logs.
 - **Confirm before sending:** Select **On** to display a confirmation message before sending a message.
- **Account settings**
 - Highlight the account you want to configure and press .

Internet

The following topics describe how to connect to and use the Internet on your phone.

Data Services General Information (4G LTE and 3G Networks)

The following topics will help you learn the basics of using your data services, including managing your user name, launching a data connection, and navigating the Web with your phone.

4G LTE

The 4G LTE network provides your phone with wireless Internet access over greater distances than Wi-Fi and delivers data transfer rates of up to 60 Mbps. To connect your phone to the 4G LTE network, you must be in an area covered by the 4G LTE network.

Note: The availability and range of the network depends on a number of factors including your distance to the base station, infrastructure and other objects through which the signal passes.

Set Your Network Options

1. From home, press  > **Settings** > **Wireless & networks** > **More** > **Cellular networks** > **Network mode**.
2. Select from **LTE/CDMA**, **CDMA**, **UMTS** or **Automatic**.
 - ❖ The phone will scan for the best available network and will automatically connect to it.

When your phone is connected via 4G LTE, **LTE** appears above the signal strength indicator in the status bar (.

Your User Name

When you buy your phone and sign up for service, you're automatically assigned a user name.

When you use data services, your user name is submitted to identify you to the network. Your user name is automatically programmed into your phone. You don't have to enter it.

Update Your User Name

If you choose to change your user name and select a new one online, or make any changes to your services, you must then update the profile on your phone.

1. From home, press  > **Settings** > **System** > **System updates**.
2. Select **Update profile**.
 - ❖ Your phone will download and install the profile update.

Data Connection Status and Indicators

Your phone displays the current status of your data connection through indicators at the top of the screen. The following symbols are used:

Icon	Status
	Network (full signal): The fullness of the triangle icon indicates the strength of the signal. A fuller icon means a better signal.
	4G LTE data service: Your phone is connected to a 4G LTE network.
	3G data service: Your phone is connected to a 3G data network.
	Wi-Fi connection: Your phone is connected to a Wi-Fi network for data.

Internet Browser

Your phone's Internet app Web browser gives you full access to both mobile and traditional websites on the go, using 3G, 4G, or Wi-Fi data connections.

Use the Internet Browser

Launching the Internet browser is as easy as pressing a softkey.

- From home, press **Browser** (right softkey).

– or –



❖ The Internet browser opens.

Learn to Navigate the Web

Navigating through menus and websites during a data session is easy once you've learned a few basics.

Softkeys

During a data session, the bottom line of your phone's display screen contains one or more softkeys. These keys are shortcut controls for navigating around the Web, and they correspond to the softkeys directly below the phone's display screen.

Tip: Depending on which websites you visit, the labels on the softkeys may change to indicate their function.

To use softkeys:

- Press a softkey. (If an additional pop-up menu is displayed when you press the softkey, select the menu items using your keypad [if they're numbered], or by highlighting the option and pressing .)

Scrolling

As with other parts of your phone's menu, you'll have to scroll up and down to see everything on some websites.

To scroll line by line through websites:

- Press the navigation key up or down.

Selecting

To select onscreen items:

- Use the navigation key to highlight an item and press .

Links, which are displayed as underlined text, allow you to jump to Web pages, select special functions, or even place phone calls.

To select links:

- Highlight the link and press the appropriate softkey.

Go Back

To go back one page:

- Press  on your phone.

Tip: You can also use  for deleting text (like a BACKSPACE key) when you are entering text.

Keypad shortcut

Each key on the keypad can be used as a shortcut.

- : Zoom out
- : Scroll (up)
- : Zoom in
- : Scroll (left)
- : Overview screen
- : Scroll (right)
- : Previous tab

- : Scroll (down)
- : Next tab
- : Bookmarks
- : Search/Enter URL
- : Find on page

Browser Menu

The browser menu offers additional options to expand your use of the Web on your phone.

Open the Browser Options:

- From any open Web page, press **Options** (right softkey).

Options available within the browser menu may include:

- **Refresh** to reload the current Web page.
- **Bookmarks** to access and manage your bookmarks.
- **Homepage** to return to the home page.
- **Search/Enter URL** to launch a Web search or open a specific page by entering a URL.
- **Save to bookmarks** to add the currently viewed page to bookmarks.
- **Zoom in** to zoom in on a Web page.
- **Zoom out** to zoom out on a Web page.
- **Overview screen** to display the entire Web page.
- **Page operation:**
 - **Send** to send the URL to Email, Notepad, Bluetooth, Messaging, etc.
 - **Save for offline reading** to save the Web page so you can read it later when offline.
 - **Find on page** to search in the current page.
 - **Request desktop site** to assign the browser to display the current page in the desktop view (to closely mimic the display as it would appear on a Desktop computer).
 - **Page info** to display information about the currently viewed page.
- **Forward** to return to a previously viewed page.
- **Other:**
 - **History** to display a list of the Web pages visited.

- **Saved pages** to display a list of saved Web pages.
- **Downloads** to display a list of downloaded data.
- **Settings** to modify your Web settings. For more information, see [Adjust Browser Settings](#).
- **Keypad shortcut** to view the Keypad shortcut list.
- **Exit** to close the browser.

Adjust Browser Settings:

- From any open Web page, press **Options** (right softkey) > **Other** > **Settings**.

You can access the following settings menus:

- **General**
 - **Set homepage** to set the home page for the Web browser.
 - **Font size** to set the font size for the Web browser.
 - **Pointer** to set the speed of the pointer for the Web browser
 - **Storage** to select your desired storage location.
- **Privacy & security**
 - **Clear cache** to delete all currently cached data.
 - **Clear history** to clear the browser navigation history.
 - **Show security warnings** to notify you if there is a security Question with the current website.
 - **Accept cookies** to allow sites that require cookies to save and read cookies from your phone.
 - **Clear all cookie data** to clear all current browser cookie files.
 - **Enable location** to allow sites to request access to your current location (using the built-in GPS function).
 - **Clear location access** to clear location access for all websites.
- **Advanced**
 - **Set search engine** to choose which search engine to use as default.
 - **Captions** to turn on closed captioning for your phone and configure its settings. For the browser, the following options are not available: Language, Caption window color, Caption window opacity, and Display.
 - **Open in background** to launch new pages in a separate page and display behind the current one.

- **Enable JavaScript** to enable JavaScript for the current Web page. Without this feature, some pages may not display properly.
- **Allow multiple tabs per app** to use multiple navigation tabs per application.
- **Enable plug-ins** to determine the way your phone handles program enhancements.
- **Website settings** to manage advanced settings for individual websites.
- **Open pages in overview** to change the default view to overview mode.
- **Block pop-ups** to prevent pop-up advertisements or windows from appearing onscreen.
- **Text encoding** to select the text encoding format.
- **Reset to default** to reset the browser settings to default.
- **Bandwidth management**
 - **Load images** to display images on Web pages.

Connectivity

The following topics address your phone's connectivity options, including Wi-Fi, Bluetooth, USB file transfer, tethering, and more.

Wi-Fi

Wi-Fi provides wireless Internet access over distances of up to 300 feet. To use your phone's Wi-Fi, you need access to a wireless access point or "hotspot."

The availability and range of the Wi-Fi signal depends on a number of factors, including infrastructure and other objects through which the signal passes.

Turn Wi-Fi On and Connect to a Wireless Network

Use the wireless and networks setting menu to enable your phone's Wi-Fi radio and connect to an available Wi-Fi network.

1. From home, press  > **Settings** > **Wireless & networks** > **Wi-Fi**.
2. Press **Turn on** (left softkey) to turn Wi-Fi on.
 - ❖ Wi-Fi is enabled. You will see the names and security settings of in-range Wi-Fi networks.
 - To disable Wi-Fi, press **Turn off** (left softkey).
3. Highlight a Wi-Fi network you want to connect and press  > **Connect to network**. If you selected an open network, you will be automatically connected to the network. If you selected a network that is secured with a password, enter the password and then press **Save** (center softkey).
 - The password, for a household wireless LAN router, is sometimes found on a sticker on the router (WEP, WPA, KEY, etc.). Contact the router manufacturer for information. For password for a public wireless LAN, check with user's service provider.
 - When your phone is connected to a wireless network, the Wi-Fi icon () appears in the status bar and tells you the approximate signal strength.
 - If **Network notification** in Advanced Wi-Fi settings is enabled, the open network icon () appears in the status bar whenever the phone detects an available open wireless network within range.

Note: The next time your phone connects to a previously accessed secured wireless network, you will not be prompted to enter the password again, unless you reset your phone to its factory default settings or you instruct the phone to forget the network.

Note: Wi-Fi networks are self-discoverable, which means no additional steps are required for your phone to connect to a Wi-Fi network. It may be necessary to provide a user name and password for certain closed wireless networks.

Wi-Fi Settings

Use the Wi-Fi settings menu to manually set your Wi-Fi connection options.

1. From home, press  > **Settings** > **Wireless & networks** > **Wi-Fi**.
2. If necessary, press **Turn on** (left softkey) to turn Wi-Fi on.
 - ❖ Wi-Fi is enabled. You will see the names and security settings of in-range Wi-Fi networks.
 - To disable Wi-Fi, press **Turn off** (left softkey).
3. Press **Options** (right softkey) for the following menus:
 - **Add network** to add a new Wi-Fi network.
 - **Saved networks** to display your saved wireless networks.
 - **Refresh** to reload the list of networks.
 - **Advanced** to configure advanced Wi-Fi settings.

Disconnect Wi-Fi

You may wish to disconnect from a connected Wi-Fi network without turning Wi-Fi off.

1. From home, press  > **Settings** > **Wireless & networks** > **Wi-Fi**.
2. Highlight the name of the connected access point and press  > **Forget network**.
 - ❖ Wi-Fi is disconnected.
 - After disconnecting from an access point, you may need to re-enter the password to reconnect.

Bluetooth

Bluetooth® is a short-range communications technology that allows you to connect wirelessly to a number of Bluetooth devices, such as headsets and hands-free car kits, and Bluetooth-enabled handhelds, computers, printers, and wireless phones. The Bluetooth communication range is usually approximately 30 feet.

Bluetooth Function Cautions

Information may not appear correctly on connected devices depending on the transferred data.

Bluetooth Information

Bluetooth is a technology that enables wireless connection with PCs, Bluetooth devices with hands-free features, etc.

Function	Description
Audio output	Listen to music, etc., wirelessly.
Hands-free calls	Call hands-free, using Bluetooth-capable hands-free devices and headsets.
Data exchange	Exchange data with Bluetooth devices.

Enable the Bluetooth Feature

Use the settings menu to enable or disable your phone's Bluetooth capabilities.

- Wireless connection to all Bluetooth® functions is not guaranteed for the phone.
- The phone may not connect properly depending on the other device.
- Noise may be experienced with wireless calls and hands-free calls depending on the conditions.

To enable Bluetooth

1. From home, press  > **Settings** > **Wireless & networks** > **Bluetooth**.
2. Press **Turn on** (left softkey) to enable Bluetooth.
 - Press **Turn off** (left softkey) to disable Bluetooth.

Note: Turn off Bluetooth when not in use to conserve battery power, or in places where using a wireless device is prohibited.

Supported Bluetooth Profiles

You can use different profiles for specific Bluetooth functions. Following Bluetooth profiles are supported:

- **A2DP:** Advanced Audio Distribution Profile
- **AVRCP:** Audio Video Remote Control Profile
- **HFP:** Hand-free Profile
- **HSP:** Headset Profile
- **OPP:** Object Push Profile
- **PBAP:** Phone Book Access Profile

Bluetooth Settings Menu

1. From home, press  > **Settings** > **Wireless & networks** > **Bluetooth**.
2. Press **Turn on** (left softkey) to search for other visible in-range Bluetooth devices.
3. Press **Options** (right softkey) and choose from the following options:
 - **Refresh** to update the Available devices list.
 - **Visibility** to set the length of time your device remains visible.
 - **Rename my device** to rename your phone for Bluetooth access.
 - **Selected device settings** to access the options for the highlighted item. The available menus are **Rename**, **Use for**, and **Forget**.

Pair Bluetooth Devices

Search for and pair nearby Bluetooth devices. Registered Bluetooth® devices can be connected simply.

- Enable the Bluetooth function on the Bluetooth devices being paired beforehand.

To pair Bluetooth devices:

1. From home, press  > **Settings** > **Wireless & networks** > **Bluetooth**.
2. Highlight the device you want to pair with and press 
 - If you don't see your device listed, press **Options** (right softkey) and select **Refresh**. Your phone will start to scan for Bluetooth devices within range.
3. If prompted, enter the PIN code (passkey) and press .
4. Press **Pair** (left softkey).
 - ❖ The Bluetooth device is paired to your phone.
 - Methods to accept a Bluetooth connection differ depending on the devices used.

Send Information Using Bluetooth

You can use Bluetooth to transfer information between your phone and another Bluetooth-enabled device such as a phone or notebook computer.

Types of Data You Can Send via Bluetooth

You can send the following types of information, depending on the device you are sending to:

- Images and videos
- Calendar events

- Contacts
- Audio files

In the instructions below, Contacts data is being used as an example.

Sending Contacts Data via Bluetooth

1. From home, press  > **Contacts** > **Contacts** tab.
2. Highlight the contact you want to share, press , and then press **Options** (right softkey) > **Share** > **Bluetooth**.
3. In the next few steps, you will be asked to turn Bluetooth on and connect to the receiving Bluetooth device so the files can be sent. For more information, see [Bluetooth](#).

Receive Information via Bluetooth

Your phone is capable of receiving a wide variety of file types with Bluetooth, including pictures, music tracks, and documents such as PDFs.

1. When another device attempts to send a file to your phone via Bluetooth, you will see a notification.
2. Press **Notifications** (left softkey) to see the notification.
3. Highlight the notification of Received files and press .
4. Press **Accept** (left softkey).

❖ The file is sent to your phone.

Hotspot

Hotspot allows you to turn your phone into a Wi-Fi hotspot. When this feature is turned on, you can share your phone's mobile data services via Wi-Fi with other Wi-Fi enabled devices. The feature works best when used in conjunction with 4G data services (although 3G service can also be used).

Important: Use of the Hotspot feature requires an additional subscription.

Note: Turning Hotspot on will disable your phone's connection to other Wi-Fi networks.

Set Up Hotspot

1. From home, press  > **Settings** > **Wireless & networks** > **More** > **Tethering & Mobile Hotspot** > **Mobile Hotspot**.
2. Select **On** to turn Mobile Hotspot on.
 - If your phone's mobile data access is not enabled, you will be prompted to turn it on. Follow the onscreen instructions.

3. Press **Help** (left softkey) to confirm your SSID (Service Set Identifier) and password (passkey).

Important: Write down the password (passkey) for this communication.

Connect to Hotspot

1. Enable Wi-Fi (wireless) functionality on your target device (laptop, media device, etc.).
2. Scan for Wi-Fi networks from the device and select your phone hotspot from the network list.
 - The default name for your phone hotspot is Dura TR.
3. Select this phone and follow your onscreen instructions to enter the passkey (provided on the Hotspot page).
 - ❖ The device is connected via your phone's Hotspot.
4. Launch your Web browser to confirm you have an Internet connection.

Note: To configure your hotspot settings, see [Mobile Hotspot Settings](#) for details.

Tethering

Use Tethering to share your device's Internet connection with a computer that connects to your device via USB cable or by Bluetooth.

USB Tethering

1. Connect a computer to your phone using the supplied USB cable.
2. From home, press  > **Settings** > **Wireless & networks** > **More** > **Tethering & Mobile Hotspot** > **USB tethering**.
3. Select **On** to turn USB tethering on.
4. Follow the onscreen instructions.

Bluetooth Tethering

1. From home, press  > **Settings** > **Wireless & networks** > **More** > **Tethering & Mobile Hotspot** > **Bluetooth tethering**.
2. Select **On** to turn Bluetooth tethering on.
3. Pair your phone with a Bluetooth device. If they are already paired, establish their connection. See [Pair Bluetooth Devices](#) for details.

Transfer Files between Your Phone and a Computer

You can use the supplied USB cable to connect your phone directly to your computer and transfer music, pictures, and other content files.

For example, if you have a music album stored on your computer that you want to listen to on your phone with any of the music apps, just attach your phone to the computer and copy the files to the music folder.

File Transfer Tips

- If you want to save data to an SD card on your phone, make sure the SD card is installed and active. See [SD Card](#).
- Avoid removing the battery or SD card while transferring data.

Transfer Files between the Phone and a Computer

1. Connect your phone to your computer using the supplied USB/charging cable.
 - Insert the smaller end of the cable to the USB port at the left side of the phone.
 - Insert the USB end of the cable into an available USB port on your computer. You may need to remove the USB cable from the charging head to access it.

2. From home, press  > **Settings** > **Device** > **Connectivity** > **USB connection type**.

- or -

Press **Notifications** (left softkey) > **Connected as a media device**, **Charge only**, or **USB tethering**.

3. Select **Media device (MTP)** .

❖ The files on your phone can now be accessed via your computer.

4. On your computer, navigate to the detected device (such as through the My Computer menu) and open it.
5. If available, select a drive (**SD Card** for SD card, **Internal storage** for internal phone storage).
6. Select a folder (for example, **Music** for songs and albums) and copy files to it from your computer.
7. When you are done, disconnect your phone from your computer.

❖ The transferred files are now saved to your phone or SD card.

Camera and Video

You can use the camera or video camera to take and share pictures and videos. Your phone comes with a 5.0 megapixel camera with an autofocus feature that lets you capture sharp pictures and videos.

Take Pictures and Record Videos

The following topics teach you how to take pictures and record videos with your phone's camera.

Capturing Pictures/Videos

- **File Format for Pictures:** File format for pictures is JPEG.
- **File Format for Videos:** File format for videos is MPEG4.

Camera Cautions

If Lens Becomes Dirty: Fingerprints or smudges on lens prevent capturing of clear pictures and videos. Wipe lens with a soft cloth before using.

Avoid Exposure to Direct Sunlight: Be careful not to expose lens to direct sunlight for long periods. May discolor color filter and affect color of images.

Flash Warning

Do not shine the flash close to eyes. Do not look directly at the flash when shining. Do not shine the flash at other people's eyes.

Take a Picture

You can take pictures using your phone's camera.

Note: If you have an SD card installed, you can select SD card or your phone's memory to store your pictures (see [Camera Settings](#)). If no card is installed, pictures and videos are saved to your phone's memory.

Activate Camera or Video Mode

- From home, press  > **Camera** > **Camera** or **Video**.
 - ❖ The camera viewfinder appears.

Deactivate the Camera or Video Mode

- On the Camera screen, press  or .

Take a Picture

1. From home, press  > **Camera** > **Camera**.

- ❖ The camera viewfinder appears.
2. Using the phone's screen as a viewfinder, aim the camera lens at your subject.
 3. Press **Take** (center softkey) to take a picture.

- ❖ The picture is captured and saved to your phone or SD card.

Record Videos

Record videos using your phone's video camera.

Note: If you have an SD card installed, you can select SD card or your phone's memory to store your pictures (see [Camera Settings](#)). If no card is installed, pictures and videos are saved to your phone's memory.

1. From home, press  > **Camera** > **Video**.
 - ❖ The camera viewfinder appears.
2. Using the phone's screen as a viewfinder, aim the camera lens at your subject.
3. Press **Record** (center softkey) to start recording a video.
 - ❖ Video recording begins.
4. Press **Stop** (center softkey) to stop recording.
 - ❖ The camera stops recording and the video is captured and saved to your phone or SD card.

View Pictures and Videos

You can access and view all your stored pictures and videos from your phone's Gallery.

1. From home, press  > **Gallery**.
 - or –
 - From the picture mode or video mode, press **Gallery** (left softkey).
 - ❖ A thumbnail list will be displayed.
2. Highlight a picture or a video you want to display and press **View** (center softkey) .
 - To play a video, press **Play** (center softkey) and **Pause** (center softkey) to pause the video. Press the navigation key left to rewind or right to forward the video.
3. Press **Options** (right softkey) to access the following options:
 - **Send** to send the currently displayed image by **Email**, **Bluetooth** or **Messaging**. See [Send Pictures or Videos](#).

- **Set as** to set the currently displayed picture as a contact photo or wallpaper. (only available for pictures.) See [Assign Pictures](#).
- **Delete** to delete the currently displayed image. Confirm the deletion by pressing **Yes** (left softkey).
- **Crop** to crop the currently displayed picture. See [Crop a Picture](#). (only available for pictures.)
- **Details** to display its details such as the file name, file size, date, etc.
- **Captions** to edit the selected video's caption. (only available for videos.)

Pictures and Videos: Options while Viewing

- **Display Guide about Keypad shortcut:** Press **Guide** (left softkey).
- **Zoom In or Out on a Picture:** Press  to zoom in or  Shift to zoom out on a picture.
- **Rotate the image:** Press  to rotate left or  to rotate right on a picture or video. Press  to see a video in portrait mode (only available for videos).

Crop a Picture

1. From home, press  > **Gallery**.
 – or –
 From the picture mode or video mode, press **Gallery** (left softkey).
 ❖ A thumbnail list will be displayed.
2. Highlight the picture you want to crop and press **View** (center softkey) .
3. Press **Options**(right softkey) > **Crop**.
 ❖ A crop box appears on the picture.
4. Press **Zoom in** (right softkey) to zoom in or **Zoom out** (left softkey) to zoom out on the picture.
5. Press **Done** to apply the changes to the picture.
 ❖ The cropped picture is saved in the album as a copy. The original picture remains unedited.

Assign Pictures

Assign a picture as wallpaper or as contact photo.

1. Take a picture. See steps 1- 4 on [Take a Picture](#).
2. With the picture displayed, press **Options** (right softkey) > **Set as**, and select an option.

- **Contact photo** to assign the picture to a Contacts entry. You can size the picture by using the **Zoom in** (right softkey) or **Zoom out** (left softkey).
- **Wallpaper** to assign the picture as wallpaper.

Send Pictures and Videos

Once you have taken a picture or a video, you can use the Bluetooth, email, or messaging capabilities of your phone to instantly share it with family and friends.

Send Pictures or Videos by Email

You can send several pictures, videos, or both in an email message. They are added as file attachments in your email.

1. From home, press  > **Gallery**.
 - ❖ A thumbnail list will be displayed.
2. Highlight the picture or video you want to send.
3. Press **Options** (right softkey) > **Send**.
 - **Select one** to select a picture or a video.
 - **Select multiple** to select multiple pictures or videos.
4. To select multiple pictures or videos, highlight the picture you want to send and press **Select** (center softkey). A check mark will appear in the box on the selected picture or video. Repeat this step to select all pictures you want to send, and press **Send** (left softkey).
5. Select **Email**.
6. Fill in one or more recipients and compose your message.
7. Press **Send** (center softkey).

Note: If you have multiple email accounts, the default email account will be used.

For more information about using email, see [Create and Send Email](#).

Send a Picture or Video by Multimedia Message

Multimedia Messaging (MMS) lets you send pictures and videos using your phone's messaging app. Although you can send several pictures or videos in a multimedia message, it may be better to just send one at a time, especially if the files are large in size.

1. From home, press  > **Gallery**.

– or –

From the picture mode or video mode, press **Gallery** (left softkey).

- ❖ A thumbnail list will be displayed.
- 2. Highlight the picture or video you want to send.
- 3. Press **Options** (right softkey) > **Send**.
- 4. To select multiple pictures or videos, highlight the picture you want to send and press **Select** (center softkey). A check mark will appear in the box on the selected picture or video. Repeat this step to select all pictures you want to send, and press **Send** (left softkey).
- 5. Select **Messaging**.
- 6. Fill in one or more recipients and compose your message.
- 7. Press **Send** (center softkey).

For more information about sending multimedia messages, see [Send a Message](#).

Send Pictures or Videos Using Bluetooth

You can send pictures and videos to someone's phone or your computer using Bluetooth.

1. From home, press  > **Gallery**.

– or –

From the picture mode or video mode, press **Gallery** (left softkey).

❖ A thumbnail list will be displayed.
2. Highlight the picture or video you want to send.
3. Press **Options** (right softkey) > **Send**.
4. To select multiple pictures or videos, highlight the picture you want to send and press **Select** (center softkey). A check mark will appear in the box on the selected picture or video. Repeat this step to select all pictures you want to send, and press **Send** (left softkey).
5. Select **Bluetooth**.
6. In the next few steps, you will be asked to turn Bluetooth on and connect to the receiving Bluetooth device so the files can be sent.

For more information, see [Bluetooth](#).

Camera Settings

You can adjust your camera's settings using the keypad.

1. From home, press  > **Camera** > **Camera** or **Video**.

❖ The camera viewfinder appears.

2. Select your desired settings using **1**  **2**  **3** .

- Camera settings

- Press **1**  to choose the resolution for pictures. Select from **5M** (2592 x 1944), **1.2M** (1280 x 960), or **0.1M** (320 x 240).
- Press **2**  to choose where to save your pictures. Select **Phone** or **SD card** (Only available when you have inserted a microSD card into your phone).
- Press **3**  to choose a flash setting. Select from **Off**, **On always**, or **Auto**.

- Video settings

- Press **1**  to choose the default size for videos. Select from **720p** (1280x720), **VGA** (640x480), or **QVGA** (320x240).
- Press **2**  to choose where to save your videos. Select from **SD card** or **Phone**.
- Press **3**  to turn the light on or off.

Productivity

Use your phone to stay ahead of the game with calendar, alarm, sound recorder, and more.

Calendar

Use Calendar to create and manage events, meetings, and appointments. Your Calendar helps organize your time and reminds you of important events.

Add an Event to the Calendar

Add events to your calendar directly from the Calendar.

1. From home, press  > **Calendar**.
 - ❖ The Calendar opens.
2. On any Calendar view, press **New event** (left softkey) > **Event**.
3. Enter the event name.
4. Enter the event location.
5. Specify the date and time of the event:
 - If there is a time frame for the event, select the **FROM** and **TO** dates and times to set them.
 - If the event is a special occasion such as a birthday or an all-day event, set the **FROM** and **TO** dates, and then select the **ALL DAY** check box.
 - To change the time zone, select the time zone field and select an option from the displayed list or type a country name.
6. Add the event descriptions.
7. If you have multiple calendars, select a calendar to add the event to.

Note: If you have synchronized your phone with an Exchange ActiveSync account or Outlook on your computer, you can also select these calendars.

8. Select a color for the event (not available for Exchange ActiveSync accounts).
9. If the event occurs on a regular basis, select the **REPETITION** field and set the frequency.
10. Set the event reminder time.
 - To change the reminder time, select the **REMINDERS** field, select **Change period**, and choose from the options.
 - To delete a reminder time, select the **REMINDERS** field, select **Delete**.

- To add another reminder, select **Add reminder** and a new **REMINDERS** field will appear. Select it, select **Change period**, and choose from the options.

11. Select your status to be displayed on your calendar.

12. Set the privacy status of this event.

13. Select **Save** (center softkey).

❖ The event is added to your calendar.

Tip: To change the calendar display views, press **Options** (right softkey) > **View mode**, and then select from **Day**, **Week**, **Month**, **Agenda**, or **Task**.

Tip: On the daily and weekly view, press the navigation key left or right to display the previous day/week or the next day/week, respectively. On the monthly view, press the navigation key up or down to display the previous month or the next month, respectively.

Add a Task

Note: The task feature is available for Exchange ActiveSync accounts only.

1. From home, press  > **Calendar**.
2. On any Calendar view, press **New event** (left softkey) > **Task**.
3. Enter the title of the task.
4. Enter the description.
5. If you have multiple calendars, select a calendar to add the task to.
6. Set the due date of the task.
 - If the task has no due date, highlight **No due date** and press **Check** (left softkey).
7. If the task occurs on a regular basis, select the **REPETITION** field and set the frequency.
 - If you want to set the repetition end date, scroll down to highlight **Forever** and press . Select **Until a date** and then set a date to be the last day on which the task occurs.
8. Set the date and time to remind the task.
 - If you do not want to receive a reminder, highlight **No reminder** and press **Check** (left softkey).
9. Set the priority of the task.
10. Select **Save** (center softkey).

Invite Guests to Your Calendar Event

Note: The invite guests feature is available for Exchange ActiveSync accounts only.

You can invite guests to your event and an email invitation will be sent to them. If the people to whom you send invitations use an Exchange account, they'll receive an invitation in Calendar and by email.

1. From home, press  > **Calendar** and create a new event. See [Add an Event to the Calendar](#).
2. Add details about the event such as date and time, location, and more.
3. Select the **GUESTS** field and enter the email addresses of everyone you want to invite to the event. The following options are available.
 - Select **Go to Contacts** and choose from your contacts list.
 - Enter the address directly.

Note: When inviting a guest to an event created in an Exchange account, you can display the schedule of the guest by selecting **Check the schedule of guests** below the **GUESTS** field.

4. Select **Save** (center softkey) to add the event to your Exchange Calendar.

Calendar Event Alerts

When your phone is turned on and you have an event alarm scheduled, your phone alerts you. There are several ways your phone alerts you to scheduled events:

- By playing the assigned ringtone or vibration type.
- By showing the event icon  on the status bar.
- By showing the notification screen.

Event Reminders

If you have set at least one reminder for an event, the upcoming event icon  will appear in the notifications area of the status bar to remind you of the upcoming event.

To set reminder settings:

- On any Calendar view, press **Options** (right softkey) > **Settings** > **General settings** > **Notifications**.

To view, dismiss, or snooze the reminder:

Tip: You can display the Notifications screen whenever you want to, by pressing **Notifications** (left softkey) from the Home screen.

- Select the event name on the notification screen for the following options.
 - Press **Details** (left softkey) to display event details.
 - Press **Dismiss** (right softkey) to dismiss the reminder.
 - Press **OK** (center softkey) to display the Calendar notification screen.

- Press **Dismiss** (left softkey) to dismiss the reminder.
- Press **Options** (right softkey) and select **Snooze** to postpone the event reminder for the set duration, or select **Set snooze duration** to set snooze interval.
- Press **Select** (center softkey) to display event details.
- Press  to keep the reminder pending on the Notifications screen.

View Calendar Events

You can display the Calendar in daily, weekly, monthly, or agenda view. To change the Calendar view, press **Options** (right softkey) > **View mode**, and then select from **Day**, **Week**, **Month**, **Agenda**, or **Task**.

The color of the events indicates the type of calendar that includes the event. To find out what each color represents, press **Options** (right softkey) > **Calendars to display**.

- **Day:** Day view displays a list of the events of one day.
 - Highlight an event to view its details and press .
 - Press the navigation key left or right to view previous day or next day.
- **Week:** Week view displays a chart of the events of one week.
 - The current day will appear highlighted.
 - Highlight a day to view the events of that day and press .
 - Press the navigation key left or right to view earlier or later weeks.
- **Month:** Month view displays markers on days that have events.
 - The current day will appear highlighted.
 - Highlight a day to view the events of that day and press .
 - Press the navigation key up or down to view earlier or later months.
- **Agenda:** Agenda view shows a list of all your events in chronological order.
- **Task:** Task view shows a list of all your tasks in chronological order.

Edit Calendar Events

You can edit calendar events.

1. From home, press  > **Calendar**.
2. Open the calendar event details:
 - In **Agenda** and **Day** views, highlight the calendar event you want to edit and press .

- In **Week** and **Month** views, highlight the date where the calendar event occurs and press , and then press .
3. The following options are available. If the event is repeating, a pop up appears asking which event(s) you want to edit or delete:
 - **Edit** (left softkey) to edit the event.
 - **Options** (right softkey) for the following options:
 - **Delete > Yes** (left softkey) to delete the event.
 - **Send** to share the event.

Calendar Options

1. From home, press  > **Calendar**.
2. On any Calendar view, press **Options** (right softkey).
3. The following options are available:
 - **Go to** to access to date you want. Select from **Today** or **Date**.
 - **View mode** to select the calendar view. Select from **Day**, **Week**, **Month**, **Agenda**, or **Task**.
 - **Search event** to search calendar items.
 - **Refresh** to update the calendar data.
 - **Calendars to display** to choose which calendars you want to display.
 - **Settings** to access to calendar settings menu.

Calculator

Your phone's convenient built-in calculator lets you perform basic mathematical equations.

1. From home, press  > **Calculators** > **Calculator**.
2. Enter numbers using your keypad.
 - Press the appropriate Navigation key for an arithmetic option (**+** **-** **x** **÷**).
 - Press  to enter a decimal point.
 - Press  to change the sign for a number to a negative.
 - Press  to clear the full last value entered.
 - Press **AC** (left softkey) to clear all numbers.

- Press  for the total.

Tip Calculator

This feature allows you to calculate tip and split the bill.

1. From home, press  > **Calculators** > **Tip Calculator**.
2. Fill in the following fields:
 - **Bill:** Enter the total bill.
 - **Tip:** Enter the tip amount (in percent) you would like to leave.
 - **Split:** Enter the number of people paying.

Tip: Press  to enter a decimal point.

3. After you enter numbers in the fields, the Tip Calculator automatically displays the **Tip**, **Total**, and **Each**.

Unit Converter

The Unit Converter allows you to convert a number of measurement units.

1. From home, press  > **Calculators** > **Unit Converter**.
2. Select the conversion feature you wish to use (**Temperature**, **Length**, **Weight**, **Area**, or **Volume**).
3. Highlight the **From** field and press the navigation key left or right to choose the unit to convert from.
4. Highlight the quantity field and then enter the quantity.

Tip: Press  to enter a decimal point and  to change the sign for a number to a negative.

5. Highlight the **To** field and press the navigation key left or right to choose the unit to convert to.
6. The Unit Converter automatically displays the converted values below the **To** field.

Tip: You can also change the conversion unit by pressing the navigation key left or right.

Sound Recorder

The Sound Recorder allows you to record a sound and save it as a voice data on your phone. You can record audio for up to 12 hours per each recording. Recording time will vary based on the available memory within the phone and the recording file format .

Sound Recorder Settings

1. From home, press  > **Tools** > **Sound Recorder**.

2. Press **Options (right softkey)**.
3. Configure the following settings:
 - **File format:** Select the file format between **Normal** and **High quality**.
 - **Auto save to:** Select the destination to save recorded data from **Phone** and **SD card** (Only available when you have an SD card installed).

Record a Sound File

1. From home, press  > **Tools** > **Sound Recorder** > **Record**.
2. Press **Record** (center softkey) to start recording.
3. Press **Pause** (left softkey) to pause, and **Resume** (left softkey) to resume recording.
4. To stop recording, press **Stop** (center softkey).

Play Sound File

1. From home, press  > **Tools** > **Sound Recorder** > **List**.
2. Highlight the sound file you want to play and press **Play** (center softkey).

Sound File List Options

Your phone offers several options for managing Sound Recorders you have recorded.

1. From home, press  > **Tools** > **Sound Recorder** > **List**.
2. Highlight a sound file and press **Options** (right softkey) to display available Sound Recorder options:
 - **Send** to send the file by **Bluetooth**, **Email**, or **Messaging**.
 - **Edit title** to edit the title of the file.
 - **Sort by** to sort the found files by **Date** or **Name**.
 - **Go to SD card/Go to Phone** to switch between files stored on the SD card and files stored on the phone.
 - **Details** to display information about a file.

Music Player

Your phone's built-in music player app lets you listen to and organize music files you have loaded into your phone's memory or microSD card.

Tip: For information about loading music onto your phone, see [Transfer Files between Your Phone and a Computer](#).

Access the Music Player App

1. From home, press  > **Tools** > **Music player**.
2. You will find the following menus:
 - **Now playing:** Displays the Playback screen which shows you the music currently playing (if available).
 - **All songs:** Displays all your music files in alphabetical order.
 - **Playlists:** Displays your playlists. See [Use Playlists](#).
 - **Artists, Albums, or Genres:** Displays your music sorted by each category.
 - **Shuffle all:** Plays the music on your phone in shuffle mode.
3. Select **All songs, Artists, Albums, or Genres**, highlight an item, and then press **Options** (right softkey). Available menus may vary:
 - **Add to playlist** to add the item to a playlist. See [Use Playlists](#).
 - **Delete** to delete the item.
 - **Details** to display the information about the item.

Play Music

1. On the Music player app, browse for the item you want to play.
2. If the music is in **All songs, Playlists, Artists, Albums, or Genres**, highlight an item and press **Play** (center softkey).
3. When the music starts to play on the Playback screen, the following control options are available:
 - Press the **Volume** button up or down to adjust the volume level.
 - Press **Pause** (center softkey) to pause. Press **Play** (center softkey) to resume playing.
 - By pressing the navigation key left, you can do any of the following:
 - Press once to go back to the start of the current item.
 - Press twice to jump back to the start of the previous item.
 - Long press to rewind the current item.
 - By pressing the navigation key right, you can do any of the following:
 - Press to jump to the start of the next item.
 - Long press to fast-forward the current item.

- Press **Minimize** (left softkey) to move the Playback screen to the background. To restore the Playback screen, press **Notifications** (left softkey) From home, and then select **Now playing**.
- Press **Options** (right softkey) for additional options. You may do any of the following:
 - **Exit** to return to the previous screen.
 - **Repeat** to access the repeat options. Select from **Repeat all**, **Repeat one**, or **Off**.
 - **Shuffle** to turn the shuffle mode on or off.
 - **Equalizer** to use the equalizer. Make your desired selection.
 - **Details** to display information about the music file.

Use Playlists

Create and manage a playlist to organize your music.

Create a playlist:

1. On the Music Player app, browse for the item you want to add to the playlist.
2. Highlight the item and press **Options** (right softkey) > **Add to playlist**.
3. Select **New playlist**.
4. Enter the name of your new playlist and press **Save** (center softkey).

Add to an existing playlist

1. On the Music Player app, browse for the item you want to add to the playlist.
2. Highlight the item and press **Options** (right softkey) > **Add to playlist**.
3. Highlight the playlist that you want to add the item to, and press .

Manage playlist

- From home, press  > **Tools** > **Music player** > **Playlists**.
 - Highlight a playlist and press **Options** (right softkey):
 - **Rename** to change the playlist name.
 - **Delete** to delete the playlist.
 - Highlight a playlist and press **View** (left softkey). Highlight an item in a playlist and press **Options** (right softkey):
 - **Move up** or **Move down** to change the order.
 - **Remove** to remove the item from the playlist.

- **Delete** to delete the item.
- **Details** to display information about the item.

Alarm

Your phone comes with a built-in alarm that has multiple alarm capabilities.

1. From home, press  > **Tools** > **Alarm**.
2. Highlight an alarm setting and press **Edit** (center softkey).
- or -
Press **New alarm** (left softkey).
3. Turn the alarm on or off by highlighting the alarm field and pressing **Set** (left softkey).
 - Highlight **On** or **Off** and press .
4. Select a time for the alarm by highlighting the time field and pressing **Set** (left softkey).
 - Set the time by pressing the navigation key left, right, up or down or using the keypad.
5. Select a repeat status for the alarm by highlighting the repeat field and pressing **Set** (left softkey).
6. Select a snooze interval for the alarm by highlighting the snooze field and pressing **Set** (left softkey).
7. Select a ringer option for the alarm by highlighting the ringers field and pressing **Set** (left softkey).
8. Select a ringtone for the alarm by highlighting the ringtone field and pressing **Set** (left softkey).
9. Enter a description for the alarm by highlighting the description field.
10. Press **Save** (center softkey).

Tip: Press **Options** (right softkey) > **Turn on** or **Turn off** to toggle the alarm on and off.

Countdown Timer

This feature allows you to use your phone as a countdown timer to alert you when a specified period of time has elapsed. You can set up to five timers.

1. From home, press  > **Tools** > **Countdown**.
2. Highlight a countdown timer and press **Options** (right softkey) > **Edit timer** or **Add**.
3. Set the countdown time by pressing the navigation key up or down or using the keypad.
4. Press **Set** (center softkey) to save the setting.
5. Press **Start** (center softkey) to start the countdown.

6. Do any of the following:
 - **Stop** (center softkey) to pause the timer. Press **Start** (center softkey) to resume the timer.
 - **Reset** (left softkey) to reset the timer.
 - **Options** (right softkey) to do any of the following:
 - **Add** to add a timer.
 - **Edit timer** to edit the timer.
 - **Delete** to delete the timer.

Stopwatch

You can record split times or lap times with the built-in stopwatch.

1. From home, press  > **Tools** > **Stopwatch**.
2. Press **Mode** (left softkey) to select split timing or lap timing.
3. Press **Start** (center softkey) to start the stopwatch.
4. Press **Split** or **Lap** (left softkey) to record the time.
5. Press **Stop** (center softkey) to stop timing.
6. Press **Reset** (right softkey) to reset the stopwatch to zero.

File Manager

File manager allows you to view, copy, move, and perform other housekeeping operations on files such as pictures, videos, music, and applications stored in your phone or on the microSD card.

Open Files in File Manager

1. From home, press  > **Tools** > **File manager**.
2. Highlight an option and press .
 - **Phone** to access files stored in your phone's memory.
 - **SD card** to access files stored on the microSD card.
3. Highlight a folder and press .
4. Highlight a file and press .

File Manager Options

When viewing files or folders in File manager, you can access the available options by pressing **Options (right softkey)**. Available options may vary depending on the selected item:

- **Set as** to assign an image to **Wallpaper** or **Contact photo**.
- **Set as ringtone** to set a music file as your phone ringtone.
- **Send** to share the file by using **Email**, **Bluetooth** or **Messaging**.
- **Copy** to copy one or multiple file(s) from the current folder to another folder in your phone or on the SD card. You need to press **Options** (right softkey) > **Paste** to complete the copy.
- **Move** to move one or multiple file(s) from the current folder to another folder in your phone or on the SD card. You need to press **Options** (right softkey) > **Paste** to complete the move.
- **Delete** to delete a file or folder from File Manager.
- **Crop** to crop an image.
- **Search** to search for an item in File Manager.
- **Sort** to sort folder contents by **Date**, **Name**, **Size**, or **Type**.
- **Rename** to change the name of a selected folder or file.
- **Add folder** to create a new folder.
- **View mode** to switch between **Grid** view and **List** view.
- **Details** to view information about the selected item.

Supported Formats

The following image, video and audio formats are supported by the phone.

Image	Video	Audio	
· BMP	· H.263	· AAC	· MP3
· WBMP	· H.264	· AAC+	· Volbis
· GIF	· MPEG-4	· eAAC+	· PCM (WAVE)
· JPEG	· VP8	· AMR-WB	· Opus
· PNG	· VP9	· AMR-NB	· QCELP
· WEBP		· FLAC	· EVRC
		· MIDI	

Voice Services

Your phone's voice services let you place calls using your voice, store voice reminders and record memos right on your phone. This section includes easy-to-follow instructions for using voice-activated features and managing Sound Recorders.

Automatic Speech Recognition (ASR)

You can use your phone's built-in automatic speech recognition (ASR) software to dial a phone number or to launch phone functions. All you have to do is to talk into the phone and ASR will recognize your voice and complete tasks by itself.

Activate ASR

- From home, press and hold .

The phone prompts you to say the name of the command you want to use. To complete your task, simply follow the voice prompts.

Available ASR commands include:

- **Call** <Name or #> to call an entry in your Contacts list or a spoken phone number. See [Make a Voice Call Using ASR](#) for details.
- **Send Text** <Name or #> to send a message to an entry in your Contacts list or to a spoken phone number. See [Send a Message Using ASR](#) for details.
- **Lookup** <Name> to display the detail screen of an entry in your Contacts list. See [Display a Contacts Entry's Information Using ASR](#) for details.
- **Check** <Item> to check your phone's status. See [Check Phone Status Using ASR](#) for details.
- **Go To** <Menu> to jump directly to menu items or applications. See [Open Menus Using ASR](#) for details.
- **Listen to** <Song/Artist/Album> to play songs by using the Music Player app. See [Play a Music File Using ASR](#) for details.
- **Help** to provide a helpful tutorial on how to use ASR. See [Open a Tutorial for ASR](#) for details.

Tip: Use ASR in a quiet environment so it can accurately recognize your commands.

Tip: During ASR operation, press **Info** (left softkey) or **Help** (right/left softkey) to get instructions for using the software.

Make a Voice Call Using ASR

1. Press and hold  or .
2. When you hear "Say a command," say "**Call**."
3. When you hear "Say the name or number," say a name or a phone number.

4. When you hear “Which location?,” say a number type (for example, “Mobile”).

Tip: You can skip steps 3 and 4 by saying a name and location after “Call” without pausing (for example, “**Call John Jones mobile**”).

Note: If ASR does not recognize the name or number, it will find the most likely matches and display a list of up to three names or numbers. You will hear “Did you say, ‘Call...?’” followed by the name or number. You can confirm by saying “Yes.” Say “No” to change the selection.

Send a Message Using ASR

1. Press and hold  or .
2. When you hear “Say a command,” say “**Send Text**” or “**Send Message.**”
3. When you hear “Say the name or number,” say a name or a phone number.
4. When you hear “Which location?,” say a number type (for example, “Mobile”).

- ❖ The phone displays the text entry screen. See [Text and Multimedia Messaging](#) for how to compose a message.

Display a Contacts Entry’s Information Using ASR

1. Press and hold  or .
2. When you hear “Say a command,” say “**Lookup.**”
3. When you hear “Say the name,” say a Contacts entry’s name.

- ❖ The phone displays the detail screen for that Contacts entry.

Check Phone Status Using ASR

You can use ASR to obtain information about your phone:

Status (all of the following except My Phone Number and Volume)

Time

Signal Strength

Network

Battery

My Phone Number

Volume

1. Press and hold  or .
2. When you hear “Say a command,” say “**Check.**”

3. When you hear “Which status item?,” say a command.

Open Menus Using ASR

You can jump directly to many menu items or applications by saying “Go to” followed by a menu option.

1. Press and hold  or .
2. When you hear “Say a command,” say “**Go To**.”
3. When you hear “Which shortcut?,” say an application name (for example, “Messaging”).

❖ The phone opens the selected menu.

Tip: Say “More Options” to display additional application names.

Play a Music File Using ASR

1. Press and hold  or .
2. When you hear “Say a command,” say “**Listen to**.”
3. When you hear “Say the song title, artist name, album name, or playlist?,” say a title or name.

Open a Tutorial for ASR

1. Press and hold  or .
2. When you hear “Say a command,” say “**Help**.”

❖ The tutorial appears in the display.

ASR Settings

To change ASR confirmation:

1. Press and hold  or .
2. Press **Settings** (right softkey) > **Confirmation** > **Name confirmation** or **Music confirmation**.
3. Highlight an option and press .
 - **Automatic** to ask for confirmation only when the system is not sure what you said.
 - **Always confirm** to always ask for confirmation.
 - **Never confirm** to never ask for confirmation.

To change the ASR mode:

1. Press and hold  or .

2. Press **Settings** (right softkey) > **Audio modes**.
3. Highlight an option and press .
 - **Expert mode** to sound a beep only.
 - **Prompt mode** to prompt for required information.
 - **Readout mode** to prompt for required information and to read the text displayed on the screen.

To change the ASR dialing region:

1. Press and hold  or .
2. Press **Settings** (right softkey) > **Dialing region**.
3. Highlight an option and press .
 - **North america** to recognize only numbers valid in North America.
 - **Other** to recognize any number regardless of location.

To display the ASR software version:

1. Press and hold  or .
2. Press **Settings** (right softkey) > **About**.

World Clock

You can view the local time in various cities around the world.

To view the time in different locations:

1. From home, press  > **Tools** > **World Clock**.
2. Press **Add** or **Edit** (center softkey).
3. Highlight the cities you want and press **Select** (center softkey).
4. Press **Done** (left softkey) when you are finished.

Note: Press **DST on** or **DST off** (left softkey) to change between daylight saving time and standard time (if applicable).

Notepad

Your phone offers a simple notepad to allow you to store your notes.

Write a Note

1. From home, press  > **Tools** > **Notepad**.
2. Press **New note** (left softkey).
3. Enter a note, and then press **Save** (center softkey) to save it.
 - Press **abc** (left softkey) to access various text options. See [Select a Text Input Mode](#).
 - ❖ The note is saved.

View a Note

1. From home, press  > **Tools** > **Notepad**.
 - ❖ The notepad list appears.
2. Highlight a note you want to view and press .

Open the Notepad Options:

- When viewing the notepad list, press **Options** (right softkey).
 - **Edit** to edit the note.
 - **Delete** to delete notes. Highlight the note(s) you want to delete and press **Select** (center softkey) , or press **Options** (right softkey) and select **Select all** to delete all notes, and then press **Done** (left softkey) > **Yes** (left softkey).
 - **Send** to share the note by using **Email**, **Bluetooth** or **Messaging**.
 - **Search** to search for a note.
 - **Account** to select an account.

Flashlight

Your phone is equipped with an LED flashlight.

Warning: Do not shine the LED flashlight into anyone's eyes, as doing so may compromise their vision and cause an accident.

1. From home, press  > **Tools** > **Flashlight**.
2. Press **Turn on** or **Turn off** (center softkey) turn on or off the flashlight.

- or -

Press **Blink on** or **Blink off** (left softkey) to put the blink mode on or off.
3. Press **Options** (right softkey) and select:

- **Brightness** to select the brightness level.
- **Blink speed** to select the blink speed.
- **Light time** to select the duration of the light.

Note: You cannot use the LED flashlight in certain situations such as where the battery is very low or the phone is powering on or off.

Wireless & Networks Settings

The following topics cover your phone's Connections settings options.

Wi-Fi Settings Menu

The Wi-Fi settings menu lets you turn Wi-Fi on or off, set up and connect to available Wi-Fi networks, and configure advanced Wi-Fi options.

For more information about Wi-Fi settings, see [Wi-Fi](#).

1. From home, press  > **Settings** > **Wireless & networks** > **Wi-Fi**.
2. If necessary, press **Turn on** (left softkey) to turn Wi-Fi on.
 - ❖ Wi-Fi is enabled. You will see the names and security settings of in-range Wi-Fi networks.
3. Press **Options** (right softkey) for the following menus:
 - **Add network** to add a new Wi-Fi network.
 - **Saved networks** to display your saved wireless networks.
 - **Refresh** to reload the list of networks.
 - **Advanced** to configure advanced Wi-Fi settings

Advanced Wi-Fi Settings

The advanced Wi-Fi settings menu lets you set up and manage wireless access points.

- **Enable Notification when Open Networks Are Available:** From Wi-Fi settings, press **Options** (right softkey) > **Advanced** > **Network notification**.
 - The setting is available when Wi-Fi is turned on.
 - Select **On** or **Off** to turn the option on or off.
- **Let location services and other apps scan for networks, even when Wi-Fi is off:** From Wi-Fi settings, press **Options** (right softkey) > **Advanced** > **Scanning always available**.
- **Set Timing for Pausing a Connection:** From Wi-Fi settings, press **Options** (right softkey) > **Advanced** > **Keep Wi-Fi on during sleep** and then select a setting.
- **Install the certificates for communicating via Wi-Fi:** From Wi-Fi settings, press **Options** (right softkey) > **Advanced** > **Install certificates**.
 - Select **Internal storage** or **SD card** to open the certificates to install.
- **Set up a Wi-Fi Protected Setup connection by pressing the set up button on the router:** From Wi-Fi settings, press **Options** (right softkey) > **Advanced** > **WPS Push Button**.

- **Set up a Wi-Fi Protected Setup connection by entering the PIN on your router:** From Wi-Fi settings, press **Options** (right softkey) > **Advanced** > **WPS Pin Entry**.
- **Check MAC Address:** From Wi-Fi settings, press **Options** (right softkey) > **Advanced**.
 - MAC Address appears below “MAC address.”
- **Check IP Address:** From Wi-Fi settings, press **Options** (right softkey) > **Advanced**.
 - IP Address appears below “IP address.”

Bluetooth Settings

Your phone's Bluetooth® capabilities let you use wireless headsets, send and receive pictures and files, and more. For details on your phone's Bluetooth usage, see [Bluetooth](#).

Bluetooth Settings Menu

- From home, press  > **Settings** > **Wireless & networks** > **Bluetooth**.
 - Press **Turn on** (left softkey) to search for other visible in-range Bluetooth devices.
 - Press **Options** (right softkey) and choose from the following options:
 - **Refresh** to update the Available devices list.
 - **Visibility** to set the length of time your device remains visible.
 - **Rename my device** to rename your phone for Bluetooth access.
 - **Selected device settings** to access the options for the highlighted item. The available menus are **Rename**, **Use for**, and **Forget**.

More Settings

The more settings menu provides access to additional wireless and network options, such as Tethering & Mobile Hotspot, VPN, roaming, and more.

Hotspot Settings

Use the settings menu to configure your hotspot settings, which allow you to share your phone's data service with multiple Wi-Fi capable devices.

Mobile Hotspot Settings

To set up Mobile Hotspot:

1. From home, press  > **Settings** > **Wireless & networks** > **More** > **Tethering & Mobile Hotspot** > **Mobile Hotspot settings** > **Configure Mobile Hotspot**.
2. Confirm and change your Wi-Fi network SSID (Service Set Identifier) if necessary.

3. Highlight the Security field and press **Set** (left softkey), and select the security level for your Mobile Hotspot.
4. Enter your password if you selected a security level that uses a password.
5. Press **Save** (center softkey).

Note: The best way to keep using the phone as a hotspot is to have it connected to a power supply.

To set the timer for turning Mobile Hotspot off:

1. From home, press  > **Settings** > **Wireless & networks** > **More** > **Tethering & Mobile Hotspot** > **Mobile Hotspot settings** > **Mobile Hotspot turn off timer**.
2. Select a timer option.

To limit maximum connections:

1. From home, press  > **Settings** > **Wireless & networks** > **More** > **Tethering & Mobile Hotspot** > **Mobile Hotspot settings** > **Maximum connections**.
2. Select the number of devices you will allow to connect.

To view the connected devices:

- From home, press  > **Settings** > **Wireless & networks** > **More** > **Tethering & Mobile Hotspot** > **Mobile Hotspot settings** > **Connected devices**.

Virtual Private Networks (VPN)

From your phone, you can add, set up, and manage virtual private networks (VPNs) that allow you to connect and access resources inside a secured local network, such as your corporate network.

Prepare Your Phone for VPN Connection

Depending on the type of VPN you are using at work, you may be required to enter your login credentials or install security certificates before you can connect to your company's local network. You can get this information from your network administrator.

Before you can initiate a VPN connection, your phone must first establish a Wi-Fi or data connection. For information about setting up and using these connections on your phone, see [Internet Browser](#) and [Turn Wi-Fi On and Connect to a Wireless Network](#).

Set Up Secure Credential Storage

If your network administrator instructs you to download and install security certificates, you must first set up the phone's secure credential storage before setting up a VPN.

Install Security Certificates

1. Download and install the certificates needed to access your local network into an SD card. Your network administrator can tell you how to do this.

2. Insert the SD card into your phone. See [Insert an SD Card](#).
3. From home, press  > **Settings** > **Personal** > **Security** > **Install from SD card**, and install the necessary security certificates.

Add a VPN Connection

1. From home, press  > **Settings** > **Wireless & networks** > **More** > **VPN**.
2. If you are asked to set up a screen lock, press **OK** (left softkey) and set up a required type of lock.

Tip: You can also set up an advanced VPN connection by selecting **Advanced VPN**.

3. Select **Add VPN profile** and enter the information for the VPN you want to add.
 - Information may include Name, Type, Server address, PPP encryption (MPPE), and advanced options.
 - Set up all options according to the security details you have obtained from your network administrator.
4. Press **Save** (left softkey).

❖ Your VPN is added to the VPNs section of the VPN settings window.

Connect to or Disconnect from a VPN

Once you have set up a VPN connection, connecting and disconnecting from the VPN is easy.

Connect to a VPN

1. From home, press  > **Settings** > **Wireless & networks** > **More** > **VPN**.
2. In the VPNs section, highlight the VPN you want to connect to, and press .
3. When prompted, enter your login credentials and then press **Connect** (left softkey). When you are connected, a VPN connected icon appears in the status bar.
4. Open the Web browser to access resources such as intranet sites on your corporate network.
 - When you are connected, a VPN connected icon appears in the notification area.

Disconnect from a VPN

1. From home, press  > **Settings** > **Wireless & networks** > **More** > **VPN**.
2. In the VPNs section, highlight the VPN you want to disconnect from, and press .
3. Press **Disconnect** (left softkey).

- When your phone has disconnected from the VPN, you will see a VPN disconnected icon in the notification area of the status bar.

Cellular Network Settings

The cellular network settings menu lets you configure roaming, network mode and Access Point Names.

Data Roaming

Roaming Settings

1. From home, press  > **Settings** > **Wireless & networks** > **More** > **Cellular networks** > **Roaming** > **Roaming settings**.
2. Select the check box for each service you want to enable when roaming:
 - **Domestic voice & text** to allow voice and text communication only on domestic roaming systems.
 - **Domestic data** to allow data communication only on domestic roaming systems.
 - **International voice & text** to allow voice and text communication on international roaming systems.
 - **International data** to allow data communication on international roaming systems.
3. Press **Save** (left softkey).

Note: Data service is not available without voice service for both domestic and international settings. Disabling voice service automatically disables its data service.

Roaming Alerts

Roaming alerts provide a warning when your device is roaming on another carrier's network.

1. From home, press  > **Settings** > **Wireless & networks** > **More** > **Cellular networks** > **Roaming** > **Roaming alerts**.
2. Select the check box for each service you want to enable Roaming alert for:
 - **Domestic voice** to display a prompt that will require you to respond anytime you attempt to access voice service on domestic roaming systems.
 - **Domestic data** to display a prompt that will require you to respond anytime you attempt to access data service on domestic roaming systems. The prompt will not appear again while you are in the data session you allowed.
 - **International voice** to display a prompt that will require you to respond anytime you attempt to access voice service on international roaming systems.
 - **International data** to display a prompt that will require you to respond anytime you attempt to access data service on international roaming systems. The prompt will not appear again while you are in the data session you allowed.

- **International outgoing text messages** to display a prompt that will require you to respond anytime you attempt to send a text message while roaming internationally.

3. Press **Save** (left softkey).

Network Mode

To Set Your Network Options

1. From home, press  > **Settings** > **Wireless & networks** > **More** > **Cellular networks** > **Network mode**.
2. Select **Automatic**, **LTE/CDMA**, **CDMA**, or **UMTS**.

Access Point Names

You can view or change the Access Point Name (APN) for data services on your phone.

To change the APN:

1. From home, press  > **Settings** > **Wireless & networks** > **More** > **Cellular networks** > **Access Point Names**.
2. Highlight your desired APN and press .

Restrict Background Data

The restrict background data settings menu allows you to restrict the background data usage on cellular networks for the selected application.

1. From home, press  > **Settings** > **Wireless & networks** > **Restrict background data**.
2. Select the application you want to restrict or allow the background data usage.
3. Select from **Never**, **Always** or **During roaming only**.
 - ❖ The selected setting is applied and saved.

Device Settings

The following topics outline the device settings options available on your phone, including sounds, display, storage, and more.

Call Setup

Your phone's call settings menu lets you configure your voicemail options and a number of other settings for the phone application. See [Call Settings](#) for details.

Display Settings

Use the phone's display settings menu to adjust items such as wallpaper, brightness, screen timeout, and more.

Brightness Level

1. From home, press  > **Settings** > **Device** > **Display** > **Brightness level**.
2. Select the brightness level and press .

Key Backlight

1. From home, press  > **Settings** > **Device** > **Display** > **Key backlight**.
2. Select a time to elapse before the key backlight turns off or **Same as Sleep**.

– or –

If you want to turn the key backlight off, select **Off**.

Wallpaper

1. From home, press  > **Settings** > **Device** > **Display** > **Wallpaper**.
2. Select a wallpaper option (**Preloaded** or **Gallery**) and select a wallpaper.

Sleep

1. From home, press  > **Settings** > **Device** > **Display** > **Sleep**.
2. Select a time to elapse before entering sleep mode.

Font Size

Adjust the font size for the screen. This setting does not affect all screens.

1. From home, press  > **Settings** > **Device** > **Display** > **Font size**.

2. Select a font size.

Notification

This option allows you to enable or disable notification pop-ups when you receive a new notification (except for incoming call and alarm) while an application is running.

1. From home, press  > **Settings** > **Device** > **Display** > **Notification**.
2. Select **Enable pop-up** or **Disable pop-up**.

Tip: If you select **Disable pop-up**, you will see only a notification icon. (The notification pop-up will not appear while an application is running.)

Clock Display

1. From home, press  > **Settings** > **Device** > **Display** > **Clock**.
2. Select **On** or **Off** to turn the Clock on or off.

Sound & Notification Settings

The sound & notification settings menu lets you control your phone's audio, from ringtones and alerts to key tones and notifications.

Volume Settings

1. From home, press  > **Settings** > **Device** > **Sound & notification** > **Media volume**, **Alarm volume**, **Ring volume**, or **System Volume**.
2. Adjust the volume level by pressing the navigation key left or right and press .

Note: If the **Ring volume** is set to **Silent** or **Vibrate**, the **System volume** will be automatically set to **Volume off** and you cannot change the setting.

Phone Ringtone

1. From home, press  > **Settings** > **Device** > **Sound & notification** > **Phone ringtone**.
2. Select a ringtone.

Vibration Settings

To turn on or off the vibration for phone calls:

1. From home, press  > **Settings** > **Device** > **Sound & notification** > **Vibrate for calls**.
2. Select **On** or **Off** to turn the vibration for calls on or off.

To set the vibration pattern:

1. From home, press  > **Settings** > **Device** > **Sound & notification** > **Vibration pattern**.
2. Make your desired selection.

To set the vibrate intensity:

1. From home, press  > **Settings** > **Device** > **Sound & notification** > **Vibrate intensity**.
2. Select **Weak**, **Medium**, or **Strong**.

To turn on or off the vibration on keypress:

1. From home, press  > **Settings** > **Device** > **Sound & notification** > **Vibrate on keypress**.
2. Select **On** or **Off** to turn the vibration on keypress on or off.

Other Sound Settings

To set a sound for notifications:

1. From home, press  > **Settings** > **Device** > **Sound & notification** > **Notification sound**.
2. Make your desired selection.

To set the key tone:

1. From home, press  > **Settings** > **Device** > **Sound & notification** > **Key tone**.
2. Select **Type 1** or **Type 2**.

To turn on or off the battery charging tone:

1. From home, press  > **Settings** > **Device** > **Sound & notification** > **Battery charging tone**.
2. Select **On** or **Off** to turn the battery charging tone on or off.

To turn on or off the battery charged tone:

1. From home, press  > **Settings** > **Device** > **Sound & notification** > **Battery charged tone**.
2. Select **On** or **Off** to turn the battery charged tone on or off.

To turn on or off the sound when you turn the phone on:

1. From home, press  > **Settings** > **Device** > **Sound & notification** > **Power-up tone**.
2. Select **On** or **Off** to turn the power-up tone on or off.

Persistent Alerts

1. From home, press  > **Settings** > **Device** > **Sound & notification** > **Persistent alerts**.

2. Press **Turn on** or **Turn off** (left softkey) to turn Persistent alerts on or off.
3. The following options are available:
 - **Audible tone:** Select **On** to beep when notification is on the notification bar.
 - **Vibrate:** Select **On** to vibrate when notification is on the notification bar.
 - **Blink LED:** Select **On** to blink the LED indicator when notification is on the notification bar.
 - **Repeat interval:** Sets the reminder interval.

Hearing Aid Device Compatibility

Your phone has been tested and rated for hearing aid device compatibility. To use this function effectively, set the hearing aid option to **On**.

1. From home, press  > **Settings** > **Device** > **Sound & notification** > **Hearing aid**.
2. Select **On** or **Off** to turn the hearing aid device compatibility function on or off.

Programmable Key Settings

You can assign your favorite behavior to the programmable key. Press and hold the key to call up the assigned function.

To use as a PTT key:

1. From home, press  > **Settings** > **Device** > **Programmable key / PTT** > **PTT**.
2. Select **On** or **Off** to turn the PTT function on or off.

To assign other function:

1. From home, press  > **Settings** > **Device** > **Programmable key / PTT** > **Programmable key**.
2. Highlight a function and press **Set** (left softkey).

Navigation Key Shortcuts

You can use the navigation keys as shortcuts to access specific menu items directly from the Home screen. You can reassign the default shortcuts to the menu items you choose.

1. From home, press  > **Settings** > **Device** > **Navigation keys**.
2. Highlight the navigation key you wish to reassign and press .
3. Highlight a function.
4. Press **Set** (left softkey) to save. (For options with submenu levels, such as Settings, you can assign submenu options by navigating to the desired option before pressing **Set**.)

Keyguard

This feature enables you to prevent unintended operations by accidentally pressing them. You can place a 911 call (see [Call Emergency Numbers](#)) even when the keyguard feature is on.

You can set the keyguard feature from the settings menu so that it is enabled every time the screen backlight goes off in standby mode.

1. From home, press  > **Settings** > **Device** > **Keyguard**.
2. Select **On**.

To unlock the keys and buttons when the keyguard feature is on:

- Press  and then press .

To lock the keys and buttons when the keyguard feature is off:

- Press and hold .

Note: The keyguard feature will be temporarily disabled when you receive an incoming call or certain notification such as an alarm. It will be automatically enabled again if you leave the phone without responding to the call or notification.

Note: Once a lock type is set to PIN or Password, the keyguard feature will be disabled. (See [Lock Screen Settings](#).)

Storage Settings

The storage settings menu lets you manage internal storage on your phone and provides menu choices for an optional SD card (not included).

View Memory Information

1. From home, press  > **Settings** > **Device** > **Storage**.
2. Review your storage settings by pressing the navigation key up or down.
 - **Phone:** View the total space, available space and space used by specific features on your phone's internal storage.
 - **SD card:** View total space and available space memory usage on an optional installed memory card.
 - **Mount SD card:** Prepare a memory card for use as storage in the phone. This option is only displayed if a memory card is installed. Select this setting to mount the card and make it available for use.
 - **Unmount SD card:** Prepare an installed memory card for safe removal. Select this setting and press **Yes** (left softkey) to unmount the card to allow for safe removal.

- **Erase SD card:** Permanently remove all content from an installed memory card. Select this setting and press  to erase all data stored on the card and prepare it for use by your phone. The deleted data CANNOT be retrieved.

Connectivity Settings

You can use the supplied USB cable to connect your phone directly to your computer and transfer music, pictures, and other content files.

1. From home, press  > **Settings** > **Device** > **Connectivity** > **USB connection type**.
2. Choose from following options:
 - **Charge only:** Charges the battery.
 - **Media device (MTP):** Connects the phone as a media device and transfers media files.
 - **USB tethering:** Lets the PC use your phone to connect to Internet.

Personal Settings

The following topics cover your phone's personalization settings, including location privacy and access, security, lock screen settings, accounts, and reset options.

Location Settings

Your location services settings menu lets you select how your phone determines its location (using the wireless networks, GPS satellites, both, or neither).

Enable Location Services

Before using any features that require location assistance, you must enable your phone's location services.

1. From home, press  > **Settings** > **Personal** > **Location** > **Location**.
2. Select **On** to turn the location services on.
 - ❖ Your phone's location services are enabled.
 - If you see a confirmation, follow the onscreen instructions to connect.

Select a locating method

1. From home, press  > **Settings** > **Personal** > **Location** > **Mode**.
2. Choose the locating method:
 - **High accuracy**: Use GPS, Wi-Fi, and cellular networks to determine location.
 - **Battery saving**: Use Wi-Fi and cellular networks to determine location.
 - **Device only**: Use GPS to determine your location.

Security Settings

The security settings menus let you set encryption options, password visibility, administrator settings, and credential storage options.

Many security settings are dependent on screen lock settings, SIM lock settings, etc.

Lock Screen Settings

The lock screen settings let you set your method for unlocking your phone and set the screen lock time.

Screen Lock

You can increase the security of your phone by creating a screen lock. When enabled, you have to enter the correct PIN, or enter the correct password to unlock the phone.

In order from least secure to most secure, the available screen lock options are:

- None
- PIN
- Password

Important: To protect your phone and data from unauthorized access, it is recommended that you use the highest security level available (Password protection). It is also recommended you frequently change your password to ensure the safety of your phone and personal data.

Access Screen Lock Settings

1. From home, press  > **Settings** > **Personal** > **Security** > **Lock type**.
2. Choose the lock type:
 - **None:** Turn off the screen lock.
 - **PIN:** Enter four to sixteen digits PIN code to unlock.
 - **Password:** Enter four to sixteen letters, digits, or symbols to unlock.

Set the screen lock time

1. From home, press  > **Settings** > **Personal** > **Security** > **Screen lock time**.
2. Make your desired selection.

Disable the Screen Lock

Follow the instructions below to turn off your current screen lock.

1. From home, press  > **Settings** > **Personal** > **Security** > **Lock type**.
2. Enter your PIN, or enter your password.
3. Select **None**.

❖ The screen lock is disabled.

Note: If you fail to enter the correct password after five attempts, you will be prompted to wait for 30 seconds before you can try again.

Other Security Settings

1. From home, press  > **Settings** > **Personal** > **Security**.
2. The following settings are available:
 - **Encrypt & Decrypt data:** Encrypt the data in your phone and an optional SD card installed in your phone.

- **SIM card lock:** Set up a PIN to lock your phone's SIM card (may not be available on your device).
- **Make passwords visible:** Allows you to see the password as you type.
- **Reset password:** Allows you to set or change password to be used to reset your phone or phone contents. For more information about the reset feature, see [Reset Your Phone and Phone Content](#).
- **Device administrators:** View or deactivate device administrators.
- **Unknown sources:** Allow installation of apps from unknown sources.
- **Trusted credentials:** Allows you to see the trusted credentials on your phone's system.
- **Install from SD card:** Allows you to install encrypted certificates from the microSD card.
- **Clear credentials:** Clear all the credentials on your phone.

Accounts

The Accounts settings menu lets you add and manage all your email and picture and video sharing accounts.

Set Up a New Account

1. From home, press  > **Settings** > **Personal** > **Accounts** > **Add account**.
2. Select an account type.
3. Follow the onscreen instructions to add an account.

Remove Existing Accounts

1. From home, press  > **Settings** > **Personal** > **Accounts**.
2. Select an account type.
3. Select **Account settings** > **Remove** (right softkey).
4. Highlight an account you want to remove and press **Select** (center softkey).
5. Press **Done** (left softkey) and press **Yes** (left softkey).

Language & Input Settings

Your phone's language and input settings let you select a language for the phone's display and menus, and set options for entering text.

Language Settings

Set the language for your display and menus.

1. From home, press  > **Settings** > **Personal** > **Language & Input** > **Language**.
2. Select **English** or **Español**.

Text Options

The Text Options menu allows you to specify a suitable feature during the text entry process.

1. From home, press  > **Settings** > **Personal** > **Language & Input** > **Text options**.
2. The following settings are available:
 - **Word complete** to suggest possible words based on letters you have entered.
 - **Next word complete** to automatically display the word that may follow the current text input.
 - **Word scan** to allow the predictive text input system to recognize words by searching Contacts.
 - **Input language** to select the language to enter (**English** or **Spanish**).
 - **My words** to edit or delete custom words you have added to the predictive text database.
 - Press **Add word** (right softkey) to store words that you frequently use.
 - **Auto substitution** to replace abbreviated words or phrases with full-text equivalents you added.
 - Press **Add word** (right softkey) to store pairs of words that you want to use in this function.
 - **Help** (left softkey) to view the instructions on entering text.

Reset Your Phone and Phone Content

This option lets you clear different types of personal information stored on your phone and reset your phone to factory settings.

Access Reset Options

1. From home, press  > **Settings** > **Personal** > **Reset phone**.
2. Read the message and press .
3. Enter your reset password, if required. See [Reset password](#).

System Settings

The following topics detail your phone's system settings options, including date and time, accessibility, about phone, and system updates.

Date and Time Settings

Your phone obtains date and time information from the network. These values also can be manually set.

1. From home, press  > **Settings** > **System** > **Date & time**.
2. Select **Automatic date & time** and select **Off** to set it off.
 - If set to **On**, you cannot set the date or time values manually.
3. Select **Set date**. Adjust the month, date, and year by pressing the navigation key up, down, left, or right, or using the keypad. Press **Set** (center softkey) when finished.
4. Select **Set time**. Adjust the hour and minute and select AM or PM by pressing the navigation key up, down, left, or right, or using the keypad. Press **Set** (center softkey) when finished.
5. Select **Automatic time zone** and select **Off** to set it off.
 - If set to **On**, you cannot set the time zone values manually.
6. Select **Select time zone** and then select a time zone from the onscreen list. Scroll down the list to view additional time zones. Press  to set.
7. Select **Use 24-hour format** and select **On** to set to 24-hour format.

❖ Your date and time settings are applied and saved.

Accessibility Settings

The accessibility menu lets you enable and manage accessibility-related applications.

Voice Guide

Voice Guide allows you to hear voice prompts and spoken numbers or key names as you press a key, and also to hear menus and options, Contacts names, email addresses, URLs, etc., as you highlight each item onscreen. (The default setting is **Off**.)

Enable Voice Guide

1. From home, press  > **Settings** > **System** > **Accessibility** > **Voice services** > **Voice guide** > **Speech output**.
2. Select **On** or **Off**.

Note: When the Media volume is set to **Volume off**, Voice Guide does not work. (See [Volume Settings](#).)

Tip: To change the language used for Voice Guide, see [Language Settings](#).

Adjust the Speech Rate

You can adjust the rate at which onscreen text is spoken by the phone.

1. From home, press  > **Settings** > **System** > **Accessibility** > **Voice services** > **Voice guide** > **Speech rate**.
2. Select **Slow**, **Normal**, or **Fast**.

Voice Recognition

You can use your phone's built-in automatic speech recognition (ASR) software to dial a phone number in your contacts or to launch phone functions. See [Automatic Speech Recognition \(ASR\)](#) for details.

Large Text

1. From home, press  > **Settings** > **System** > **Accessibility** > **Large text**.
2. Select **On** or **Off** to turn large text function on or off.

Color Inversion

1. From home, press  > **Settings** > **System** > **Accessibility** > **Color inversion**.
2. Select **On** or **Off** to turn color inversion on or off.

Color Correction

1. From home, press  > **Settings** > **System** > **Accessibility** > **Color correction** > **Correction mode**.
2. Make your desired selection.

Persistent Alerts

Set alerts such as beep, vibration, or LED blinking for notifications. See [Persistent Alerts](#).

Captions

1. From home, press  > **Settings** > **System** > **Accessibility** > **Captions**.
2. Press **On** (right softkey) to turn the captions on.
3. When captions are enabled, you can configure the following settings:
 - **Language:** Select the language in which you want captions to appear.
 - **Text size:** Select the size for your caption text.

- **Caption style:** Select the style and color for your caption text and background. If you select **Custom**, you can then select additional options.
- **Font family:** Select the font for your caption text.
- **Text color:** Select the color for your caption text.
- **Text opacity:** Select the opacity for your caption text.
- **Edge type:** Select the edge type for your caption text.
- **Edge color:** Select the edge color for your caption text (only available when a edge type is selected).
- **Background color:** Select the background color for your caption text.
- **Background opacity:** Select the background opacity for your caption text.
- **Caption window color:** Select the caption window color for your caption text.
- **Caption window opacity:** Select the caption window opacity for your caption text (only available when a caption window color is selected).
- **Display:** Select how to display your caption text.

Note: To preview the captions, press **Preview** (left softkey).

Mono Audio

1. From home, press  > **Settings** > **System** > **Accessibility** > **Mono audio**.
2. Select **On** or **Off** to turn mono audio on or off.

Sound Balance

1. From home, press  > **Settings** > **System** > **Accessibility** > **Sound balance**.
2. Move the slider to adjust the balance by pressing the navigation key left or right.
 - A sound clip will play when you move the slider.
3. Press  to set.

TTY Use

A TTY (also known as a TDD or Text Telephone) is a telecommunications device that allows people who are deaf, hard of hearing, or who have speech or language disabilities to communicate by telephone.

Your phone is compatible with select TTY devices. Please check with the manufacturer of your TTY device to ensure that it is compatible with digital cell phones. Your phone and TTY device will connect via a special cable that plugs into your phone's headset jack. If this cable was not provided with your TTY device, contact your TTY device manufacturer to purchase the connector cable.

To turn TTY Mode on or off:

1. From home, press  > **Settings** > **System** > **Accessibility** > **TTY**.
2. Select one of the following options:
 - **TTY Off** to disable TTY mode.
 - **TTY Full** to enable all TTY settings. You can send and receive text during a call.
 - **TTY HCO** to enable TTY mode in Hearing Carry Over mode, which allows you to send text and receive voice during a call.
 - **TTY VCO** to enable TTY mode in Voice Carry Over mode, which allows you to send voice and receive text during a call.

Note: In TTY Mode, your phone will display the TTY icon if a TTY device or an optional headset is connected to your phone.

Note: When enabled, TTY mode may impair the audio quality of non-TTY devices connected to the headset jack.

Warning: 9-1-1 Emergency Calling

It is recommended that TTY users make emergency calls by other means, including Telecommunications Relay Services (TRS), analog cellular, and landline communications. Wireless TTY calls to 9-1-1 may be corrupted when received by public safety answering points (PSAPs), rendering some communications unintelligible. The problem encountered appears related to TTY equipment or software used by PSAPs. This matter has been brought to the attention of the FCC, and the wireless industry and the PSAP community are currently working to resolve this.

About Phone

The About phone menu lets you access and view important phone information including your phone number, battery status, and legal information.

- From home, press  > **Settings** > **System** > **About phone**.
 - You can confirm **Model number**, **Software version**, **Build number** etc.
 - Select **Status** to confirm your phone's status. You can view **Battery level**, **My phone number**, **IMEI** (International Mobile Equipment ID), **Bluetooth address**, etc.
 - Select **Regulatory information** to access legal information.
 - Select **Safety & Warranty** to open the web browser to show Safety & Warranty information.

System Update

The system update menu provides settings for keeping your phone up-to-date with the latest software.

1. From home, press  > **Settings** > **System** > **System updates**.

2. Select one of the following options:
 - **Update firmware** to update the phone's firmware package.
 - **Update profile** to update the phone's voice and data settings.
 - **Update PRL** to update the phone's coverage area.
 - **Update firmware** to update the phone's firmware package.
 - **UICC unlock** to unlock SIM card.

For Assistance

The following topics address areas of support for your phone, including troubleshooting and specifications.

Troubleshooting

Check the questions and answers below for troubleshooting solutions for common phone questions.

Check Here First

Question: Phone freezes/operation is unstable.

Answer: Turn the phone on again. If you are unable to turn the phone off, remove and replace the battery, and then turn the phone on again. Data that was being edited is erased after your phone is powered on again.

Question: Cannot use phone, mail, or Internet.

Answer 1: Check whether you are where signal is weak or out of service area.

Answer 2: Power the phone on again.

Answer 3: Is the phone in Airplane mode? To check that Airplane mode is canceled:

- From home, press  > **Settings** > **Wireless & networks** > **More** > **Airplane mode**.

Question: Battery level goes down quickly.

Answer: Are you where signal is weak or have been out of service area for a long period? Calling where signal is weak or being out of service area uses a lot of battery.

Question: Cannot unlock screen.

Answer: Power the phone on again. If you are unable to turn the phone off, remove and replace the battery, and then power the phone on again. Data that was being edited is erased after the phone is powered on again.

Specifications

The following tables list your phone's and battery's specifications.

Phone Specifications

Item	Description
Weight	Battery installed: Approx. 240 g
Continuous Talk Time	3G: Approx. 1140 minutes

Continuous Standby Time	3G: Approx. 41400 minutes 4G LTE: Approx. 38880 minutes
Charging Time	Approx. 180 minutes
Dimensions	Approx. 142.7 x 61.4 x 24.9 mm
Maximum Output	3G: 213.80 mW 4G LTE: 257.04 mW
Communication Speed	3G: Up to 3.1 Mbps downlink/up to 1.8 Mbps uplink 4G LTE: Up to 150 Mbps downlink/up to 50 Mbps uplink

Battery Specifications

Item	Description
Voltage	3.8 V
Type	Lithium-ion
Capacity	Minimum 2850 mAh
Dimensions (W x H x D)	Approx. 51.0×76.45×5.725 mm

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Index

- 3-way Calling, 28
- 4G, 50
- Accessibility, 103
- Account
 - Corporate, 45
- Accounts
 - Add new, 101
 - Settings, 101
- Airplane Mode, 13
- Answer a Call, 22
- ASR
 - Settings, 83
- Auto-Answer Mode, 29
- Automatic Speech Recognition (ASR), 81
- Back Key, 3
- Bluetooth
 - Receive information, 60
 - Send information, 59
 - Settings, 88
 - Settings Menu, 59, 88
 - Share pictures and videos, 67
 - Turn on or off, 58
- Browser
 - Launch connection, 51
 - Menu, 53
 - Web Navigation, 51
- Calculator, 73
- Calendar, 69
 - Add a Task, 70
 - Add event, 69
 - Alerts, 71
 - Edit Calendar Events, 72
 - Invite Guests, 70
 - Options, 73
 - View events, 72
- Call
 - Settings, 28
- Call Answer Mode, 29
- Call Forwarding, 28
- Call Waiting, 27
- Caller ID, 27
- Camera, 63
 - Activate, 63
 - Assign Pictures, 65
 - Deactivate, 63
 - Settings, 67
 - Take a Picture, 63
- Charger Port, 4
- Conference Calling, 28
- Contacts, 31
 - Add a Group Entry, 35
 - Add contact, 31
 - Assign a Speed Dial Number, 29
 - Delete, 34
 - Delete a Group Entry, 36
 - Display Options, 33
 - Edit, 33
 - Edit a Group, 35
 - Find, 36
 - ICE Contacts, 37
 - Import, 38
 - Make call from, 24
 - New Group Entry, 35
 - Remove a Group Entry, 35
 - Rename a Group, 35
 - Save a phone number, 31
 - Share, 38
 - View, 32
- Corporate
 - Add an Account, 45
- Data Services, 50
 - Status indicators, 51
 - User name, 50
 - Web Navigation, 51
- Date and Time, 103
- Edit
 - Calendar Events, 72
- Email
 - Add account, 44
 - Delete account, 47
 - Manage inbox, 48
 - Send message, 45
 - Settings, 48
 - Share pictures, 66
 - View and reply, 47
- Emergency Alerts, 43
- Emergency Numbers, 21
- Enhanced 9-1-1 (E 9-1-1), 22
- Enter Text, 13
- File Manager, 79

- Files
 - Transfer between phone and computer, 61
- Flash, 4
- Flashlight, 85
- Gallery
 - View pictures and videos, 64
- GPS Satellites, 99
- Headset Jack, 3
- Home Screen, 18
- Hotspot, 60
 - Settings, 88
- ICE (In Case of Emergency) Contacts, 37
 - Personal information, 37
- Import Contacts, 38
- Incoming Call
 - Answer, 22
 - Reject, 22
- Keyguard, 97
- Location
 - GPS satellites, 99
 - Wireless networks, 99
- Location Services, 99
- Make a Call
 - To a Number in a Message, 25
 - Using ASR, 81
 - Using Speed Dial, 25
 - Using the Plus (+) Code, 25
 - With Pauses, 24
- Menu
 - Navigation, 12
- Messaging, 40
 - Conversations, 41
 - Draft messages, 41
 - Emergency Alerts, 43
 - Notifications, 41
 - Options, 42
 - Send messages, 40
- Mobile Hotspot, 60
- Multimedia Messaging
 - Share pictures and videos, 66
- Music Player, 75
 - Play, 76
 - Playlist, 77
- Notepad, 84
- Notification Icons, 20
- Notifications, 20
- Phone
 - Keypad, 21
 - Reset, 102
- Phone Calls, 21
 - Answer, 22
 - Emergency numbers, 21
 - Using contacts, 24
 - Using phone keypad, 21
 - Using Recent calls, 24
- Phone Layout (illustration), 2
- Phone Number
 - Save to contacts, 31
 - With Pauses, 24
- Phone Update
 - Software, 16
- Pictures
 - Assign, 65
 - Crop, 65
 - Share via Bluetooth, 67
 - Share via email, 66
 - Share via messaging, 66
 - Take, 63
 - Take with camera, 63
 - View, 64
- Plus (+) Code Dial, 25
- Power Off, 11
- Power On, 11
- Programmable Key, 96
- Quick Responses, 29
- Recent calls
 - Make call from, 24
- Reject Incoming Call, 22
- Reset, 102
- Save a Phone Number, 31
- Screen Lock, 99
- Secure Credential Storage, 89
- Security
 - Reset Phone, 102
- Security Settings, 99
- Settings
 - About Phone, 106
 - Connectivity, 98
 - Keyguard, 97
 - Language, 101
 - Language & Input, 101
 - Navigation Key Shortcuts, 96
 - Phone Call, 28
 - Text Options, 102
 - Wireless & Networks Settings, 87
- Share
 - Contacts, 38
- Shortcuts

- Navigation Key, 96
- Sound & Notification Settings, 94
- Speaker, 3
- Speed Dial, 25
 - Assign Numbers, 29
- Status Bar, 19
- Status Icons, 19
- Storage
 - Settings, 97
- Tethering, 61
- Text Entry, 13
- Tip Calculator, 74
- TTY Use, 105
- Turn Device Off, 11
- Turn Phone On, 11
- Typing, 13
- Unit Converter, 74
- USB Port, 4
- Video
 - Activate, 63
 - Deactivate, 63
- Video Camera
 - Record video, 64
- Videos
 - Record, 64

- Share via Bluetooth, 67
- Share via messaging, 66
- View, 64
- Voice Guide, 103
- Voice Services, 81
 - Automatic Speech Recognition (ASR), 81
- Voicemail, 30
 - Notification, 26
 - Retrieve Messages, 26
 - Settings, 30
 - Setup, 26
- Volume
 - Key, 4
- VPN, 89
 - Add connection, 90
 - Connect or disconnect, 90
 - Prepare for connection, 89
 - Secure credential storage, 89
- Web
 - Launch connection, 51
 - Navigation, 51
- Wi-Fi, 56
 - Settings, 87
 - Turn on and connect, 56