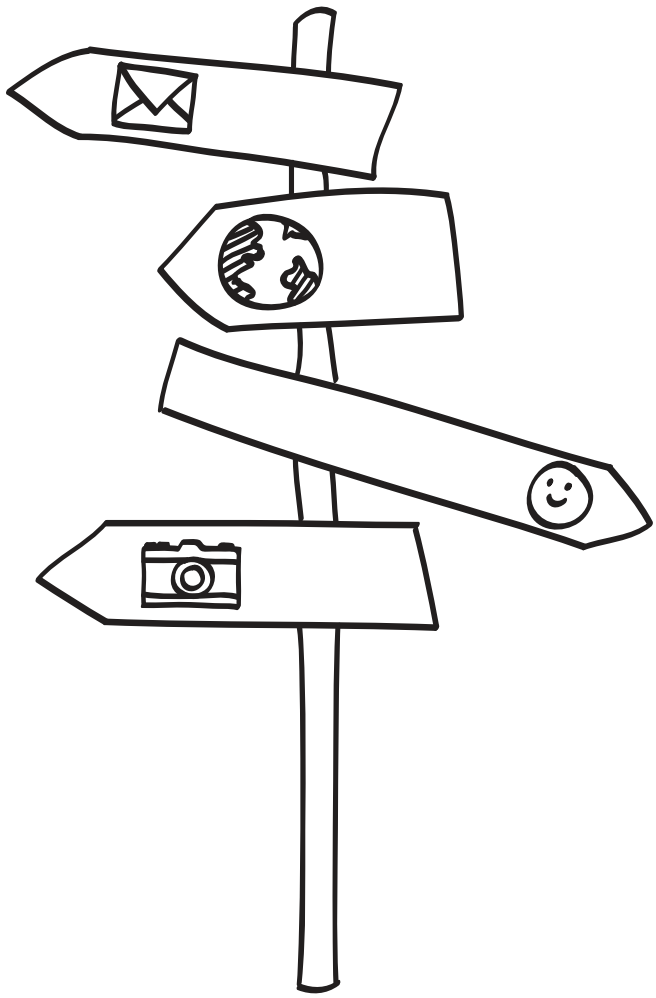
# Your HTC Merge

## User guide



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# Before you do anything else, please read this

## Charge the battery

The battery in your phone hasn't been charged yet. While your phone is charging, it's important that you do not remove the battery pack. Doing so can damage your phone. Also, please don't try to take your Also, please don't try to take your phone apart. (If you do, it may invalidate your warranty.)

## Know about privacy laws

Some countries have strict laws about how and when you can record phone conversations. For example, you may need to tell the person you're speaking to before you start recording. It's a good idea to find out what the laws are where you live before you use your phone's recording feature.

## And finally, a few important words from our legal team (LIMITATION OF DAMAGES)

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# Conventions used in this guide

In this user guide, we use the following symbols to indicate useful and important information:

This is a note. A note often gives additional information, such as what happens on your phone when you choose to do or not to do a certain action. A note also provides information that may only be applicable to some situations.

This is a tip. A tip gives you an alternative way to do a particular step or procedure, or lets you know of an option that you may find helpful.

This indicates that something is very important. Important information is something that you need to do in order to accomplish a certain task or to get a phone feature to work properly.

This provides safety precaution information, that is, information that you need to be careful about to prevent potential problems when using your phone.

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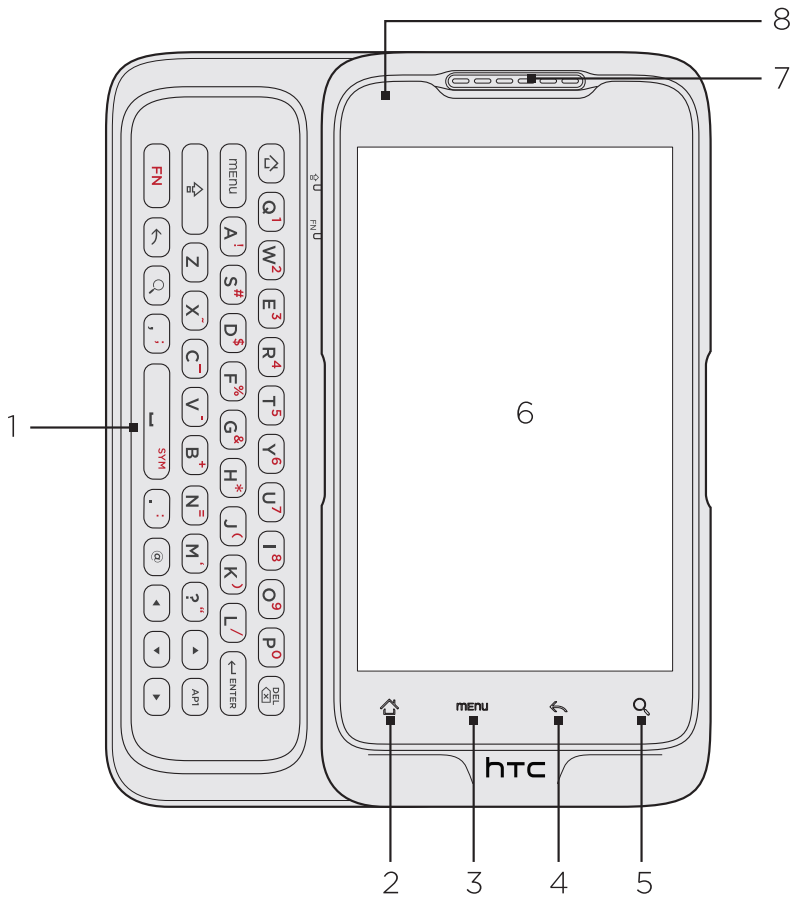
# Basics

## Inside the box

You will find the following inside the box:

- Phone
- USB cable
- AC adapter
- 3.5mm stereo headset
- Battery (preinstalled)
- microSD card (preinstalled)
- Quick start guide
- Safety and regulatory guide

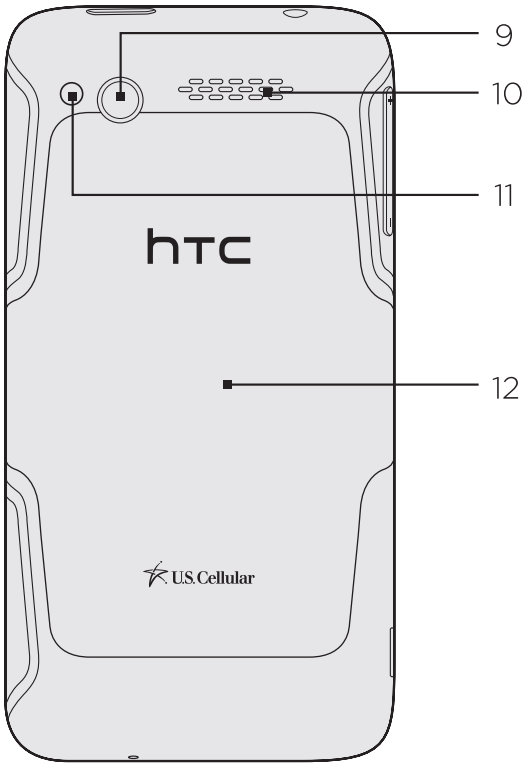
# Front panel




| | |
|---|---|
| 1 | **Slide-out keyboard**<br>Slide open the touch screen panel to reveal the slide-out keyboard and enter text and numbers. |

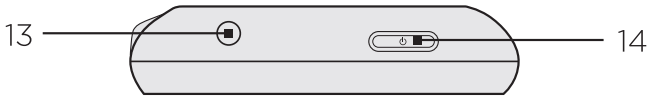
| | |
|---|---|
| 2 | HOME<br>▪ While on any application or screen, press to return to the Home screen.<br>▪ While on the main Home screen, press to show a snapshot of the extended Home screens.<br>▪ Press and hold to open the recently-used applications window. |
| 3 | MENU<br>Press to open a list of actions that you can do on the current screen. |
| 4 | BACK<br>Press to go back to the previous screen, or to close a dialog box, options menu, the Notifications panel, or onscreen keyboard. |
| 5 | SEARCH<br>Press to open Google search.<br>See “Searching your phone and the Web” in this chapter for more details. |
| 6 | Touch screen |
| 7 | Earpiece<br>Listen to a phone call from here. |
| 8 | Notification LED<br>This LED shows a:<br>▪ Solid green light when the phone is connected to the power adapter or a computer and the battery is fully charged.<br>▪ Flashing green light when you have a pending notification.<br>▪ Solid amber light when the battery is being charged.<br>▪ Flashing amber light when the battery level reaches very low. |

# Back panel



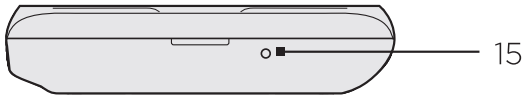

| | |
|---|---|
| 9 | 5 megapixel camera |
| 10 | Speaker |
| 11 | LED flashlight |
| 12 | Back cover |

## Top panel



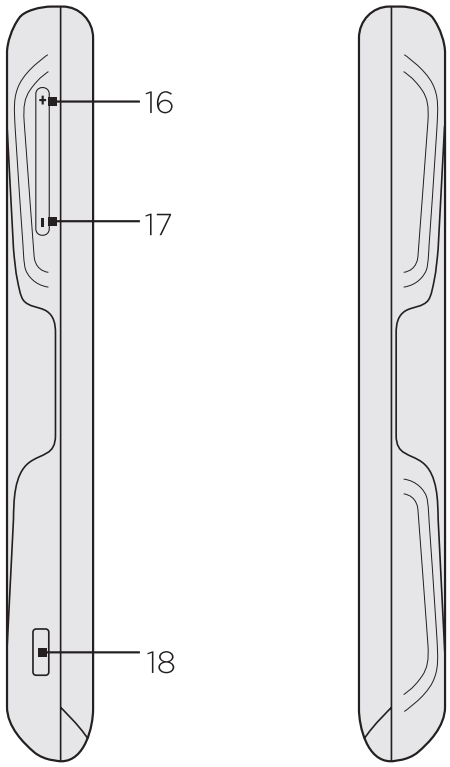

| | |
|---|---|
| 13 | 3.5mm audio jack<br>Connect a 3.5mm stereo headset for hands-free conversation or for listening to music. |
| 14 | POWER/LOCK<br>▪ When the phone is off, press and hold for a few seconds to turn on the phone.<br>▪ When the phone is on and the screen is unlocked, press to turn the phone display off or on.<br>▪ With the screen unlocked, press and hold to open the phone options menu that lets you turn off the phone, switch your phone to silent mode, vibration mode, or airplane mode, and turn on/off the data connection. |

## Bottom panel




| | |
|---|---|
| 15 | Microphone |

## Left and right panels




| | |
|---|---|
| 16 | VOLUME UP<br>▪ While on a call, press to increase earpiece volume.<br>▪ While not on a call, press to increase the ringer volume.<br>▪ While watching videos or listening to the FM radio, press to increase the volume. |
| 17 | VOLUME DOWN<br>▪ While on a call, press to lower the earpiece volume.<br>▪ While not on a call, press to lower the ringer volume.<br>▪ While watching videos or listening to the FM radio, press to lower the volume. |
| 18 | USB connector<br>Connect the micro-USB plug of the supplied USB cable to this connector and then connect the other end to the power adapter to charge the battery, or to your computer to transfer files. |

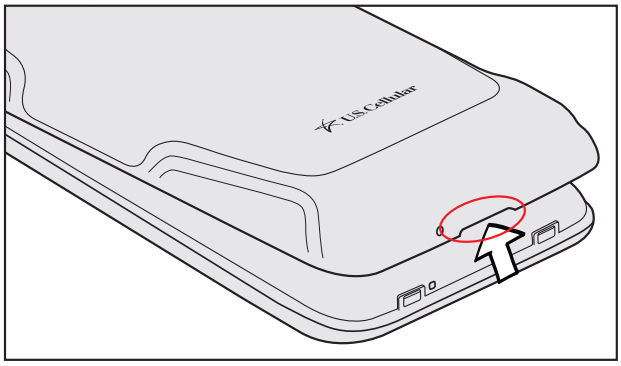
# Before turning on your phone

## Back cover

### Removing the back cover

Remove the back cover to access the battery compartment, storage card slot and SIM card slot.

1. Make sure the wireless device is turned off.
2. Hold the device securely with the front facing down.
3. With your thumb or finger, lift up the back cover from the notch at the bottom of the wireless device.




### Replacing the back cover

1. Align and secure the top part of the back cover first.
2. Press the sides and the bottom part of the back cover against the phone until the back cover clicks into place.

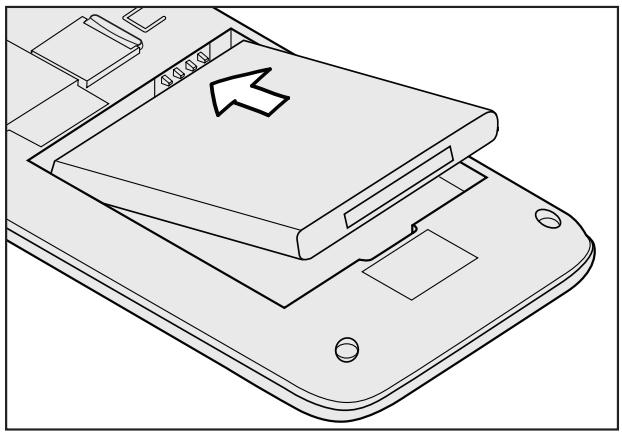
## Battery

Your phone uses a rechargeable battery. Please use only original batteries and accessories that came with your phone or replacements that we recommend.

How long the battery can last before it needs recharging depends on how you use your phone. Among these are the phone features and accessories you use (for example, leaving your Bluetooth connection always on uses more power). Long phone calls and frequent web browsing use up much battery. Also, consider your location: poor signal strength from your mobile network and extreme temperature make the battery work harder.

### Inserting the battery

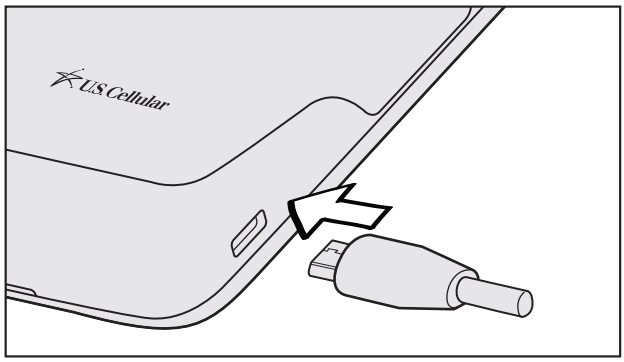
1. Align the battery's exposed copper contacts with the battery connectors inside the battery compartment.
2. Insert the contact side of the battery first, and then gently push the battery into place.
3. Replace the back cover.



## Charging the battery

The battery is partially charged when shipped. Before you turn on and start using your phone, it is recommended that you charge the battery. Some batteries perform best after several full charge/discharge cycles.

1. Connect one end of the USB cable to the power adapter.
2. Connect the smaller end of the USB cable to the USB connector on the left side of your wireless device.




3. Plug in the AC charger to a wall socket to start charging the battery.

As the battery is being charged, the notification LED shows a solid amber light when the battery is being charged. The light turns to solid green when the phone is fully charged.

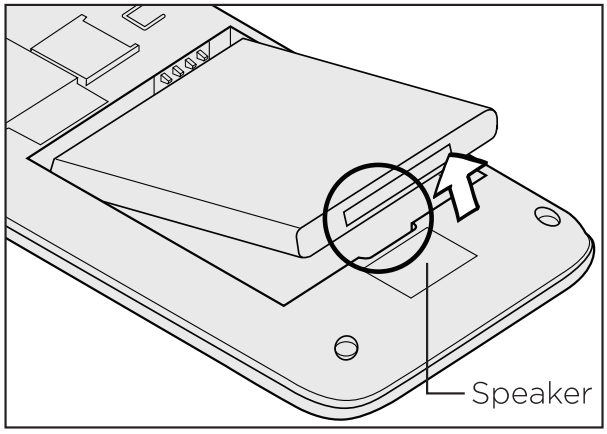
When you charge the battery while the phone is on, the charging battery icon ( ) displays in the status bar. When the battery is fully charged, a full battery icon ( ) displays in the status bar.

- Use only an approved charging accessory to charge your phone.
- Do not remove the battery from the phone while you are charging it using the AC or car adapter.
- As a safety precaution, the battery stops charging when it overheats.

### Removing the battery

You'll need to remove the battery when you want to replace it or when you need to replace the SIM card.

1. Remove the back cover. Refer to "Removing the back cover."
2. Lift out the battery from the notch near the speaker.




Do not touch or press the speaker when you take out the battery.

# Getting started

Once you've installed your battery, you can turn on your phone and start using it.

## Turning on your phone

Press and hold the POWER/LOCK button for a few seconds until the screen turns on.

When you turn on the phone for the first time, you will be prompted to set up your phone. For more information on how to set up your phone for the first time, see "Setting up your phone for the first time."

## Turning off your phone

If you do not need to use your phone, you can turn the power off to save battery life.

1. If the display is off, briefly press the POWER/LOCK button to turn the display back on.
2. Unlock the phone screen. See "Unlocking the screen" in this chapter for details.
3. Press and hold the POWER/LOCK button for a few seconds.
4. When the Phone options menu appears, tap Power off.
5. Tap OK when asked to turn off the phone.

## Setting up your phone for the first time

When you turn on your phone for the first time, your phone displays tutorials and guides you to set up your email accounts and favorite social networks such as Facebook®, Flickr®, and Twitter™. You can follow the onscreen instructions to complete the setup, or skip the setup and do it at another time.

1. Choose the phone language you want to use, and then tap **Next**.
2. Your phone walks you through a tutorial on how to use the onscreen keyboard. Follow through the tutorial to learn how to use the onscreen keyboard. Tap **Skip** to not go through the tutorial.
3. On the Internet connection screen, select how you want to connect to the Internet, and then tap **Next**.
4. If there are Wi-Fi networks in range, you will be asked if you want to connect to a Wi-Fi network. Tap **Next** and then tap the wireless network that you want, or clear the **Connect to Wi-Fi network** checkbox, and then tap **Next** to set up your Wi-Fi connection at a later time.
5. Some phone features such as Weather and Footprints require Google's location service to automatically determine your current location. On the Use Google location screen, you can choose whether to allow Google's location services to collect information about your location. Clear or select the checkbox, and then tap **Next**.

   This service may incur additional data transfer fees from your provider. You can enable or disable this service later in your phone's location settings.

6. On the Set up accounts screen, choose the type of account you want to set up and follow the onscreen instructions to complete

the setup. Tap Skip to set up accounts at a later time.

- To set up your Google Account, tap Google account > Next > Sign in, enter your Google Account details, and then tap Sign in.
- If you want to add a Microsoft Exchange ActiveSync or a POP3/IMAP email account, tap these options to set them up on your phone. To learn how to set up these email accounts, see the Accounts and sync and Email chapters.

After setting up an account, you will be taken back to the Set up accounts screen so you can set up more accounts. When you are done setting up your accounts, tap Next.

8. On the Set up social networks screen, choose the type of social network account that you want to access from your phone. Follow the onscreen instructions to log in to your social network account. Tap Skip to set up social network accounts at a later time. See the Social chapter for more information about social networks.

   When you're done signing in with your accounts, tap Next to complete the setup.

# Home screen

The Home screen provides you with a weather clock that shows the time and weather of your current location. Tap the respective item to open the associated application.

The Home screen also lets you add the items you want and need on the Home screen. Add items like application icons, shortcuts, folders, and widgets to give you instant access to information and applications. To learn how to personalize your Home screen, see the Personalizing chapter.

## Extended Home screen

The Home screen extends beyond the screen width to provide more space for adding icons, widgets, and more. There are 6 “additional” screens apart from the main Home screen.

You cannot add more screens.

## Navigating the Home screen

You can go to the extended Home screen by sliding your finger horizontally across the screen to go to the left or right side of the Home screen. While on an extended Home screen, press HOME to return to the main Home screen.

### Directly going to a particular screen using Leap view

1. Do any of the following:
   - While on any Home screen, pinch the screen using two fingers (for example, thumb and index fingers) to show the Leap view that shows the screens as thumbnails.
   - On the main Home screen, you can press HOME to show the Leap view.
2. Tap the screen you want to open.

## Going around the screen with finger gestures

### Tap

When you want to type using the onscreen keyboard, select items onscreen such as application and settings icons, or press onscreen buttons, simply tap them with your finger.

### Press and hold

To open the available options for an item (e.g. contact or link in a web page), simply press and hold the item.

### Swipe or slide

To swipe or slide means to quickly drag your finger vertically or horizontally across the screen.

### Drag

Press and hold your finger with some pressure before you start to drag. While dragging, do not release your finger until you have reached the target position.

### Flick

Flicking the screen is similar to swiping, except that you need to swipe your finger in light, quicker strokes. This finger gesture is always in a vertical direction, such as when flicking the contacts or message list.

### Rotate

For most screens, you can automatically change the screen orientation from portrait to landscape by rotating the phone to the left. When entering text, you can turn the phone sideways to bring up a bigger keyboard. Refer to the Settings chapter for more details.

### Pinch

For some applications, like Gallery or the web browser, you can “pinch” the screen using 2 fingers (for example, thumb and index fingers) to zoom in or zoom out when viewing a picture or a web page.

# Phone status and notifications

## Phone status icons

These are the icons that may appear on the phone status area of the status bar:

| | | | |
|---|---|---|---|
| 3G | 3G data transfer | | Signal strength |
| 3G | 3G connected | R | Roaming |
| 3G | 3G in idle mode | | No signal |
| 1X | 1xRTT data transfer | | Vibrate mode |
| 1X | 1xRTT connected | | Connected to a Wi-Fi network |
| 1X | 1xRTT in idle mode | | Location setting on |
| G | GPRS connected | | Location setting off |
| G | GPRS in use | | Bluetooth is on |
| E | EDGE connected | | Connected to a Bluetooth device |
| E | EDGE in use | | Phone speaker is mute |
| | Speakerphone on | | Phone microphone is mute |
| | Data synchronizing | | Battery is very low (10% remaining) |
| | Airplane mode | | Battery is full |
| | Alarm is set | | Battery is charging |
| | Wired headset connected | | Wired microphone headset connected |

## Notification icons

These are the icons that may appear on the notifications area of the status bar:

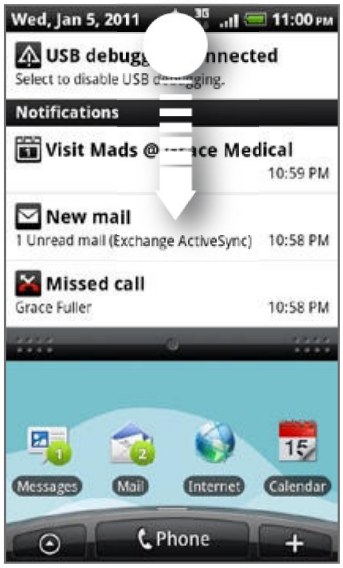
| | | | |
|---|---|---|---|
| | New Gmail message | | More (not displayed) notifications |
| | New Microsoft Exchange ActiveSync or POP3/IMAP email | | Call in progress |
| | New SMS/MMS | | Missed call |
| | Problem with SMS/MMS delivery | | Call on hold |
| | New Google Talk instant message | | Call forwarding on |
| | New voicemail | | Compass needs orientation |
| | Upcoming event | | Uploading data (animated) |
| | Song is playing | | Downloading data (animated) |
| | New tweet | | Waiting to upload |
| | Storage card is low on free space | | FM Radio is on |
| | Storage card is safe to remove or storage card is being prepared | | Downloaded Android Market application installed successfully |
| | No storage card installed on the phone | | Update available for an application downloaded from Android Market |
| | Data synchronizing or connected to HTC Sync | | Wi-Fi is on and wireless networks are available |
| | General notification (for example, the phone is connected to the computer via the USB cable.) | | |

# Checking notifications

Notification icons on the status bar tell you of new messages, calendar events, alarms set and ongoing or missed calls. You can open the Notifications panel to open the message, reminder, or event notification and see the mobile operator name.

## Opening the Notifications panel

When a new notification icon displays in the status bar, press and hold the status bar, then slide your finger downward to open the Notifications panel.




If you have several notifications, you can scroll down the screen to view more notifications.

You can also open the Notifications panel on the Home screen by pressing MENU and then tapping **Notifications**.

## Closing the Notifications panel

Do one of the following:

- Press and hold the bottom bar of the Notifications panel, then slide your finger up the screen.
- Press BACK.

## Adjusting the volume

Adjusting the ringer volume changes the volume level of the phone ringtone, whereas adjusting the media volume changes the volume level of sound notifications, music or video playback. The ringer volume and media volume can be separately adjusted.

### Adjusting the ringer volume

1. Press the VOLUME UP or VOLUME DOWN buttons on the left panel of the phone to adjust the ringer volume to your desired level. The Ringer volume window appears on the screen to display the volume levels.
2. While in the lowest ringer volume level (Silent mode), press VOLUME DOWN once to set your phone to Vibrate mode. The phone vibrates and the vibrate mode icon ( ) appears on the status bar.
3. While in Vibrate mode, press VOLUME UP once to switch to silent mode. The speaker mute icon ( ) displays on the status bar.

To quickly switch your phone to silent mode or vibration mode, press and hold the POWER/LOCK button, and then tap **Silent mode** or **Vibration mode** on the options menu.

### Adjusting the media volume

When playing music or watching video, press the VOLUME UP or VOLUME DOWN buttons on the left panel of the phone to adjust the

media volume. The Media volume window appears on the screen to display the volume level.

You can also adjust the media volume on the Settings screen.

1. From the Home screen, press MENU, and then tap Settings > Sound > Volume.
2. When the Volume window appears, drag the Media slider to the left to lower the volume or to the right to increase the volume.
3. Tap OK to close the window.

## Sleep mode

Sleep mode suspends your phone to a low power state while the display is off in order to save battery power. You will still be able to receive messages and calls while the phone is in Sleep mode.

For information on how to adjust the time before the screen turns off, see "Adjusting the time before the screen turns off" in the Settings chapter.

### Switching to Sleep mode

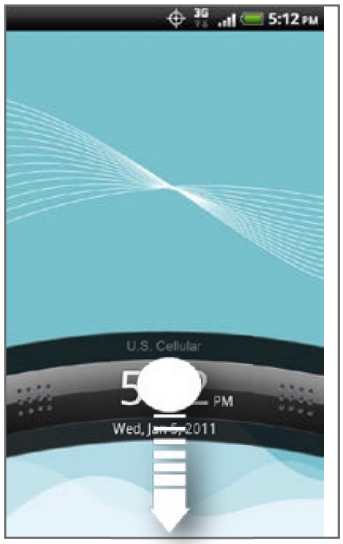
Briefly press the POWER/LOCK button to turn off the display temporarily and switch your phone to Sleep mode. Your phone also automatically goes into Sleep mode when left idle after a period of time. Switching to Sleep mode also prevents accidental button or touch screen presses when the phone is in your bag or pocket.

### Waking up from Sleep mode

Your phone wakes up automatically when you have an incoming call. To wake up your phone manually, press the POWER/LOCK button. You will then see that the phone has locked the screen. To find out how to unlock the screen, see "Unlocking the screen."

### Unlocking the screen

Press the bar on the lock screen and then slide your finger down to unlock the screen or to answer an incoming call.




If you have set up a screen unlock pattern, pin, or password, you will be asked to draw the pattern on the screen or enter the PIN or password before it unlocks. For more information on how to create and enable the screen unlock pattern, PIN, or password, see “Protecting your phone with a screen lock” in the Security chapter.

## Connecting your phone to a computer

Whenever you connect your phone to a computer using the USB cable, the Connect to PC dialog box displays and prompts you to choose the type of USB connection. Select one of the following choices, and then tap **Done**:

### Charge only

Select this mode if you only want to charge the phone's battery using your computer.

### HTC Sync

When selected, the phone automatically uses HTC Sync when connected to your computer and lets you synchronize Outlook and Windows Address Book (Outlook Express), contacts and calendar events between your computer and your phone. For more information, see "Using HTC Sync" in the Accounts and sync chapter.

### Disk drive

This mode is available only when you have installed a microSD card on your phone. Select this mode when you want to use your storage card as a USB thumb drive, and copy files between your phone's storage card and your computer.

When Disk Drive mode is enabled while your phone is connected to the computer, you will not be able to run applications that use the storage card, such as Music or Gallery. For more information, see "Copying files to and from the storage card" in this chapter.

### USB tethering

When you do not have Internet connection on your computer, you can select this mode to share your phone's mobile data connection with your computer. For more information, see "Using Your Phone as a Modem" in the Internet chapter.

If you do not want to show the Connect to PC dialog box everytime you connect the phone to the computer, select the Don't ask me again checkbox in the Connect to PC dialog box. The default connection type will be used when you connect the phone to the computer.

To check or change the default connection type and to show or hide the Connect to PC dialog box, press HOME > MENU, and then tap Settings > Connect to PC.

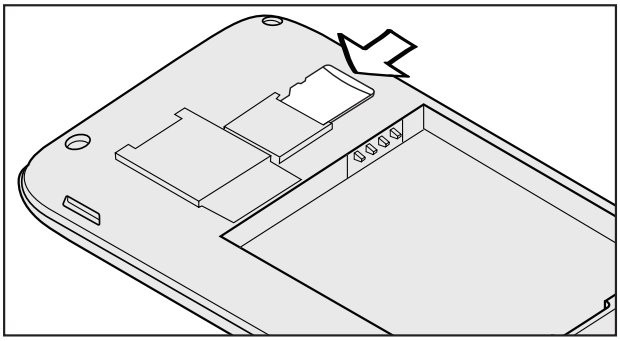
# Copying files to and from the storage card

1. Connect the phone to your computer using the supplied USB cable.
2. When the Connect to PC dialog box appears, tap **Disk drive**, and then tap **Done**.
3. On your computer, the connected phone is recognized as a removable disk. Navigate to this removable disk and open it.
4. Do one of the following:
   - Copy the files from the computer to the phone's storage card's root folder.
   - Copy the files from the phone's storage card to a folder in your computer or computer desktop.
5. After copying the files, unmount the removable disk (that is, the connected phone) as required by your computer's operating system to safely remove your phone.
6. Do one of the following:
   - Disconnect the phone from the computer.
   - If you want to keep the phone connected to the computer but want the phone to be able to access the storage card, open the Notifications panel, tap **Disk drive**, select an option except **Disk drive**, and then tap **Done**. See "Opening the Notifications panel" in this chapter to learn how to open the Notifications panel.

## Replacing the storage card

When the storage card is almost full, you'll see this icon in the status bar. You can replace the storage card with a new one.

1. Remove the back cover. See "Removing the back cover."
2. Remove the battery. See "Removing the battery."
3. Locate the storage card slot lock and then push it down with your thumb.
4. Use another finger to slide the storage card out of the slot.
5. Insert the new microSD card into the slot with its gold contacts facing down and push it until it is in place.



## Removing the storage card while the phone is on

When you need to remove the storage card while the phone is on, unmount the storage card first to prevent corrupting or damaging the files in the storage card.

1. From the Home screen, press MENU, and then tap **Settings**.
2. Scroll down the screen, and then tap **SD & phone storage**.
3. Tap **Unmount SD card**.
4. Remove the storage card by following the instructions in "Replacing the storage card."

# Searching your phone and the Web

You can search for information on your phone and on the Web. Some applications, such as People or Mail, have their own search box, which you can use to search within those applications (the application's icon is at the left of the search box.)

1. From the Home screen, press SEARCH.
2. If this is the first time that you're doing a search, Google will ask whether you'll turn on your personalized search history and use its location service. Tap the desired option.
3. Enter the search item in the search box. As you type, matching items on your phone and suggestions from the web appears below the search box.
4. Tap an item to open it in the appropriate application.

# Personalizing

## Making your phone truly yours

Make your phone look and sound just the way you want it. Personalize your phone with a different wallpaper, ringtone, and notification sound for events such as incoming text, email, calendar reminders, and more.

Your phone's Home screen is highly customizable and extends beyond the screen width, giving you plenty of space to add the information that matters most in your daily life and phone features that make communication quicker and easier. You have up to seven screens that extend to the left and right sides of your display as your Home screen, on which you can add elements such as widgets, program icons, shortcuts to information, and more.

To find out how to set notification sounds for events, see "Changing sound settings".

## Changing the ringtone

Choose from the available selections of ringtones on your phone.

1. From the Home screen, press MENU and then tap Settings.
2. Tap Personalize > Default ringtone. The Phone ringtone selection menu then opens.
3. Scroll through the available ringtones and tap the ringtone you want to use. The ringtone briefly plays when selected.
4. Tap OK.

You can also download or copy ringtones or songs to your phone's storage card. To find out how you can copy files to your storage card, see "Copying files to and from the storage card".

Ringtones or songs downloaded or copied to your storage card are not automatically added to the ringtone selection menu. You need to go to the Music application and set a ringtone or song in your storage card as your ringtone. To find out how to set a ringtone using the Music application, see "Setting a song as ringtone" in the Music chapter.

# Personalizing your phone with scenes

Your phone becomes multiple phones in one when you use scenes. Scenes are personalized Home screen layouts that you can quickly apply to your phone. By switching between scenes, you instantly turn your phone into your perfect weekend phone, travel phone, work phone, or pure play phone.

## Using a preset scene

Your phone features preset scenes, each preconfigured with a different collection of widgets that reflect different moments in your life. You can choose a scene that is suitable for work, play, travel, or your social life.

1. From the Home screen, press MENU and then tap Scenes.
2. In the Choose a scene menu, select a preset scene and then tap Done.

U.S. Cellular (default)

Work

Play

## Customizing and saving a scene

After selecting a preset scene, you can add widgets and other elements, arrange the layout, change the wallpaper, and save the whole Home screen as your personalized scene.

1. From the Home screen, press MENU and then tap **Scenes**.
2. In the Choose a scene menu, select a preset scene that already has some widgets, or select **Clean Slate** if you want to design your own Home screen.
3. Add widgets and other elements that you want.
4. Arrange the layout of your Home screen according to your preference.
5. Change the Home screen wallpaper. You can also change the lock screen wallpaper.
6. When you are done designing your Home screen, press HOME > MENU and then tap **Scenes** again.

7. Under My scenes, make sure the Current (unsaved) option is selected and then tap Save.
8. Enter a new scene name for your Home screen and then tap Done. Or, if you already created a scene, enter the same scene name, tap Done and then tap Replace.

### Renaming or deleting a scene

You can rename or delete a personalized scene that you created. Preset scenes cannot be renamed or deleted.

1. From the Home screen, press MENU and then tap Settings > Personalize > Scenes.
2. Under My scenes, press and hold a scene and choose whether to rename or delete it.

## Changing your wallpaper

Personalizing your Home screen wallpaper with your favorite photo is a quick and easy way to change the feel of your phone and give it a fresh look. Browse the collection of wallpapers included in your phone or choose from photos that you have taken with the camera. You can also change your Home screen to use an animated wallpaper.

The wallpaper that you choose for the Home screen will also be used as the lock screen wallpaper.

1. From the Home screen, press MENU and then tap Wallpaper.
2. Do one of the following:
   - Tap Live wallpapers to choose from preset animated wallpapers.
   - Tap HTC wallpapers to select from preset wallpapers.

- Tap Gallery to select a photo that you have taken using the camera or copied to your storage card. Crop the photo and then tap Save.

3. After changing the wallpaper, remember to save it to the scene that you created or save it as a new scene. To find out how to save a scene, see "Customizing and saving a scene".

# Personalizing your Home screen with widgets

Widgets put at-a-glance important information and media content up front on your Home screen. Some widgets are already added to your Home screen for your convenience. You can add more from the available selections of widgets, or download more widgets.

## Adding a widget to your Home screen

A wide selection of widgets is available for you to choose from, such as Calendar, Music, Photo Album, Friend Stream, Twitter, and more.

1. On the Home screen, go to the part where there's space to add a new widget. To find out how, see "Navigating the Home screen" in the Basics chapter.
2. Tap or press and hold on the Home screen to open the Add to Home options menu.
3. Tap Widget and then select a widget that you want.
4. Most HTC widgets are available in a variety of designs and sizes to suit your needs. Tap the right or left arrow button at the bottom of the screen to view the different styles, and then tap Select to choose one.

You can also add widgets that allow you to quickly switch on or off certain settings of your phone, such as Wi-Fi, Mobile Network, Bluetooth, and more. Scroll down the widgets list, tap Settings, and then tap the widget that you want.

## Downloading HTC widgets

A selection of fun and useful HTC widgets are also available for download.

1. On the Home screen, go to the part where there's space to add a new widget. To find out how, see "Navigating the Home screen" in the Basics chapter.
2. Tap + or press and hold on the Home screen to open the Add to Home options menu.
3. Tap Widget and then tap Get more HTC widgets.
4. Tap to select a widget.
5. Tap Details to see a short description about the widget. After reading, press BACK.
6. When you're ready to download and add the widget to your Home screen, tap Download.

# Adding application icons and other shortcuts on your Home screen

Place application icons on your Home screen to open applications quicker. You can also add shortcuts to settings and specific information such as a bookmarked webpage, someone's phone number, a music playlist, route directions, and many other items, to your Home screen.

The shortcuts available depend on the applications that are installed on your phone.

1. On the Home screen, go to the part where there's space to add a new widget. To find out how, see "Navigating the Home screen" in the Basics chapter.
2. Tap or press and hold on the Home screen to open the Add to Home options menu.
3. Do one of the following:
   - To add an application icon, tap App and then select an application.
   - To add a shortcut to a setting or information, tap Shortcut and then select the type of information or setting.

To add an application icon on the Home screen, you can also press HOME, tap , and then press and hold an application icon. Without lifting your finger, drag the icon to an empty area on the Home screen, and then release it.

# Adding folders on your Home screen

Use folders to group related applications and other shortcuts to keep your Home screen tidy and organized.

You can also add information folders that show up-to-date information such as Bluetooth received files, your Facebook phonebook, and more.

## Creating a new folder and adding items to it

1. On the Home screen, go to the part where there's space to add a new widget. To find out how, see "Navigating the Home screen" in the Basics chapter.
2. Tap + or press and hold on the Home screen to open the Add to Home options menu.
3. Tap **Folder** and then tap **New Folder**.
4. Press and hold an application icon or a shortcut that you want to move to the folder. The phone then vibrates. Don't lift your finger.
5. Drag the application icon or shortcut and drop it on top of the folder.

Simply tap the folder to open it so you can access the applications and shortcuts inside the folder.

### Renaming a folder

1. Tap the folder to open it.
2. Press and hold the folder window's title bar.
3. Enter a new folder name and then tap OK.

## Rearranging or removing widgets and icons on your Home screen

Rearrange the widgets and icons on your Home screen to give room for adding more items to the Home screen. You can also remove widgets and icons that you don't frequently use.

### Moving a widget or icon

1. Press and hold the widget or icon you want to move.

   The phone vibrates and you'll see a green box around the widget or icon. Don't release your finger.

2. Drag the widget or icon to a new location on the screen.

   Pause at the left or right edge of the screen to drag the widget or icon onto another Home screen panel.

3. When the widget or icon is where you want it, release your finger.

   If you've released your finger but a message shows that there's no space to place the widget or icon, drag it right or left again to another Home screen panel.

## Removing a widget or icon

1. Press and hold the widget or icon you want to remove.

   The phone vibrates and you'll see a green box around the widget or icon. Don't release your finger.

2. Drag the widget or icon to the **Phone** button. The **Phone** button then changes into the **Remove** button and turns red.
3. When the widget or icon also turns red, release your finger.

# Phone calls

## Making calls

There are several convenient methods to make a call from your phone.

### Calling somebody using your phone

You can either dial a number directly, or you can use the Smart Dial (see “Smart Dial”) feature to search and call a contact in your contacts lit or a number from call history.

1. From the Home screen, tap

.
2. Begin entering the first few digits or characters by tapping the keys on the phone keypad. As you enter digits or letters, the panel displays numbers and names that match the keys you tapped.

   If you enter a wrong digit, tap to erase that digit. To erase the entire number, press and hold .
3. Tap to close the phone keypad and to see if there are more matching numbers or contacts. To browse through the filtered list, flick through the list or slide your finger up or down the list slowly.
4. To place a call, do one of the following:
   - If there are no matching contacts in the list, after entering the number, tap Call.
   - Tap the phone number or contact from the list.

- To call a different phone number associated with the contact, tap at the right side of the contact name. On the contact details screen, tap the number you want to call.

## Making international calls

Your phone lets you make calls from the U.S. to any phone on the globe. See “Global Phone” in this chapter for more information.

1. From the Home screen, tap .
2. Press and hold “0” on the phone keypad until the plus sign (+) appears.
3. Enter the full phone number you want to dial. The full phone number includes the country code, area code (without the leading zero, if any), and phone number.
4. Tap Call.

### Smart Dial

The phone dialer’s Smart Dial feature makes it quick and easy for you to place a call. Simply enter the phone number or first few letters of the person you want to call. Smart Dial automatically searches and filters your contacts list stored on your phone, and the phone numbers from the call history.

## Calling a speed dial number

1. From the Home screen, tap .
2. On the phone keypad, press and hold the number that is associated with the contact you want to call.

   The number 1 on the phone keypad is generally reserved for your voicemail. Press and hold this button to call voicemail and retrieve your voicemail messages.

### Adding a contact to speed dial

1. From the Home screen, tap Phone.
2. Press MENU, and then tap Speed dial > Add new.
3. Enter the name of the contact you want to add. When the name comes up in the list, tap the name.
4. On the Speed dial screen, select the phone number of the contact to use, and the phone keypad assignment. Tap Save.

## Calling using Voice Dialer

1. From the Home screen, tap > Voice Dialer.
2. When the Voice Dialer message box appears and you see "Listening" on the screen, say "Call [name of person]" in a clear voice into the phone.

The person you want to call should be in your People list.

3. A confirmation message will pop up asking if the person to call is correct. Tap OK if the person is correct or tap Cancel to try again.

- If the contact has more than one number, or if the Voice Dialer does not detect your voice accurately, the confirmation message displays a list of the contact's phone numbers or suggested results.
- You can also use voice Dialer to open programs.

## Calling a phone number in a text message

1. From the Home screen, tap Messages, and then tap the message with the phone number.
2. In the message thread, tap the message with the phone number.
3. On the Select link screen, tap the number you want to call.

4. Edit the phone number if needed, and then tap Call.

To call the message sender, in the All messages list, press and hold the message, and then tap Call on the options menu.

For more information about text messages, see the Messages chapter.

## Calling a phone number in an email

1. From the Home screen, tap Mail.
2. Open the email account where the email with the number is located.
3. In the email account's inbox, tap the email to open it.
4. In the email body, tap the phone number. The phone dialer screen opens with the phone number already entered.

   The phone will recognize a number as a phone number if the number has a minimum of 5 digits and have at least one of the following:

   - Numbers preceded by a "+" in front. For example, +1-987-654-321 or +1987654321.
   - Numbers enclosed in parenthesis in front. For example, (02)987654321 or (02)987-654-321.
   - Numbers separated by dashes. For example, (02)-987-654-321 or 0987-654-321.
5. Tap Call.

For more information about email, see the Email chapter.

## Making an emergency call

On the phone dialer screen, dial the international emergency number for your locale (for example, 911), and then tap Call.

## Using Assisted Dialing

Assisted Dialing allows you to easily dial international calls while roaming in another country.

### Setting up assisted dialing

1. From the Home screen, press MENU then tap Settings > Call > Assisted Dialing.
2. Select the Enable Assisted Dialing check box.
3. Tap Reference Country, and then select the country that you want to call.
4. Check the dialing preferences, such as the IDD/NDD Prefix and Area/City Code, and then do any of the following:
   - If the dialing preferences are correct, tap Done.
   - If you want to edit the dialing preferences, press MENU and then tap Edit. Change the dialing preferences, and then tap Save.

The next time you dial a phone number, the IDD/NDD prefix and area/city code is automatically added before the number.

### Setting a default reference country

If you always call a particular country when you're abroad, you can set it as the default reference country.

1. From the Home screen, press MENU then tap Settings > Call > Assisted Dialing.
2. Select the Enable Assisted Dialing check box.
3. Tap Reference Country, and then select the country that you want to set as default.
4. Press MENU and then tap Set Default.

# Receiving calls

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 People, only the default caller ID icon and phone number appear on the Incoming call screen.

## Answering an incoming call

- If the display is on, tap **Answer**.
- If the display is off, the display will turn on showing the Lock screen. Drag the bar down to answer the call.

### Muting the ringing sound without rejecting the call

Do one of the following:

- Press the VOLUME DOWN button.
- Place the phone face down on a leveled surface.

If the phone is already facing down, the phone will still ring when there are subsequent incoming calls.

### Using the Quiet ring on pick up feature

Your phone is set to automatically scale down the ring volume when you pick it up to answer calls. To check if this feature is enabled, or to disable it:

1. From the Home screen, press MENU then tap **Settings > Sound**.
2. Scroll down the screen, and then select or clear the **Quiet ring on pickup** check box.
3. Press BACK.

## Rejecting an incoming call

Do any of the following:

- If the display is on, tap **Decline**.
- If the display is off, the display will turn on showing the Lock screen. Drag the bar up.
- If the display is off, the display will turn on showing the Lock screen. Press MENU, and then tap **Decline**.

The call is rejected and is sent to your voicemail.

## Rejecting a call and sending a text message

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

To reject and send a message when you receive an incoming call, press MENU, and then tap **Send message**.

### Editing the default message

You can change the message that is sent out.

1. From the Home screen, tap Phone.
2. Press MENU, and then tap Settings > Edit default message.
3. Enter the new message, and then tap OK.

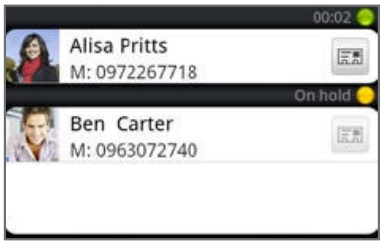
## Using in-call options

When a call is in progress, use the buttons onscreen to mute or unmute the microphone or to turn the speakerphone on or off. You can also press MENU to open the call options to let you add a call, place the call on hold, mute the microphone, and more.

## Handling multiple calls

Your phone notifies you when you have another incoming call, and gives you the option of rejecting or accepting the call. If you are already on a call and accept the new call, you can choose to switch between the two callers.

1. When you receive another call, tap **Answer** to accept the second call, and to put the first call on hold.
2. To switch between callers, tap the person you want to talk to on the screen, or press MENU, and then tap **Flash**.




3. To end the current call and return to the other call, tap **End call**.

## Setting up a three-way conference call

1. Make a call to the first participant.
2. When connected, press MENU, tap **Add call**, dial the number of the second participant, and then tap **Call**. The first participant is put on hold when you dial another participant.
3. When connected to another participant, tap (merge).

The conference call is put on hold when you call another contact. When you are connected to the other contact, you can talk to that party in private.

4. When finished, tap **End call**.

Not all mobile networks support conference calling. Contact U.S. Cellular for details.

## Muting the microphone during a call

On the screen, tap to toggle between turning the microphone on or off. When the microphone is turned off, the Mute icon ( ) appears in the status bar.

## Turning the speakerphone on or off during a call

On the screen, tap to toggle between turning the speakerphone on or off. The Speakerphone icon ( ) appears in the status bar when the speakerphone is on.

To avoid damage to your hearing, do not hold your phone against your ear when the speakerphone is turned on.

## Ending a call

On the screen, tap **End call**.

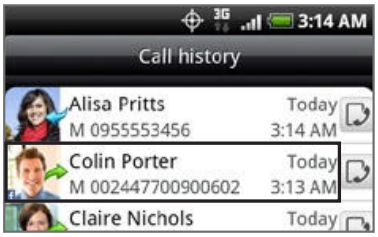
If the phone display is off, press POWER/LOCK to turn on the screen so you can tap **End call**.

If the phone number of the person who called is not in your contacts list, you can choose to save the number to your contacts list after you hang up.

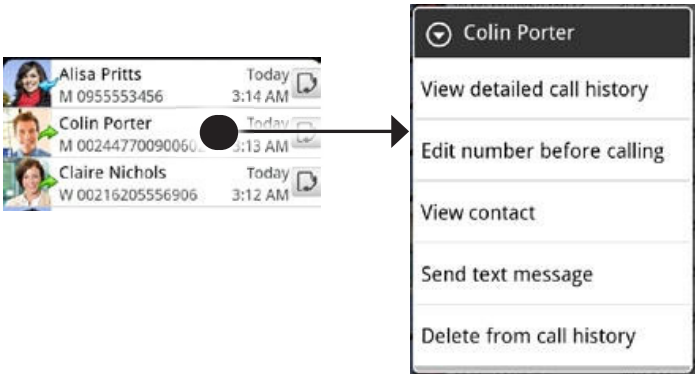
# Using call history

When you miss a call, the missed call icon ( ) appears in the title bar. Use the **Call history** tab in the People application to check who the caller was or view all your dialed numbers and received calls.

1. From the Home screen, tap Phone.
2. Tap at the bottom-right corner of the screen.
3. Do one of the following:
   - Tap the name or number in the list to call.




   - Press and hold a name or number in the list to display the options menu where you can select to view the contact information (if the number is stored in your contacts list), edit the number before you redial, send a text message, or delete from call history.



- Tap to show the call history for that particular contact.

You can also access call history from the People application. See the People chapter for more information.

## Adding a new phone number to your contacts from call history

1. From the Home screen, tap Phone.
2. Tap at the bottom-right corner of the screen.
3. Press and hold the received call or number that is not in your contacts list that you want to save to your contacts list, and then tap Save to People.
4. In the Create contact under account options menu, choose which account you'd like to save your contact (for example, Google).
5. In the blank contact record that appears, enter the contact name and other information. The phone number is automatically added to the Mobile field in the Phone section.
   To store it as another type of number, for example a home number, tap the Mobile button.
6. Scroll down the screen and tap Save.

To learn how to add new contacts or edit the contact information, see the People chapter.

## Checking a missed call

You will see the missed call icon in the status bar when you miss a call.

1. From the Home screen, tap Phone.
2. Tap at the bottom-right corner of the screen.
3. In the call history list, missed calls are indicated by the missed call icon ( ).

You can also press and hold the status bar, and then slide your finger downward on the screen to open the Notifications panel. The missed call number or contact name is displayed.

### Clearing the call history list

1. From the Home screen, tap Phone.
2. Tap at the bottom-right corner of the screen.
3. Do one of the following:
   - To remove one name or number from the list, press and hold the name or number, and then tap **Delete from call history**.
   - To clear the entire list, press MENU, and then tap **Delete all**.

## Global Phone

When you're travelling abroad, you can use a SIM card to let your phone access a mobile network in the country you're in.

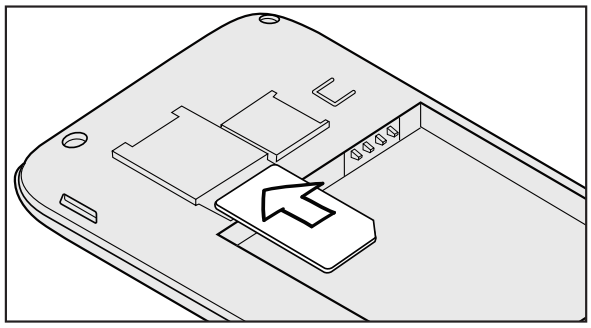
SIM cards must be purchased from a carrier in the country you wish to use the phone and are not sold or supported by U.S. Cellular.

### Inserting a SIM card

Your wireless phone is set to CDMA mode by default. If you install a SIM card, the phone automatically switches to Global mode, which enables you to use your phone globally on GSM networks while outside of the United States.

1. Remove the back cover and remove the battery.
   See the Basics chapter for more information.
2. Remove the SIM card from its packaging.

3. Hold the SIM card so that the metal contacts on the SIM card face down and the cutoff corner of the SIM card points toward the bottom-left corner of your phone.



4. Slide the SIM card into the SIM card holder until it stops.
5. Insert the battery so that the metal contacts on the battery align with the metal contacts on your phone. See the Basics chapter for more information.
6. Replace the back cover. See the Basics chapter for more information.

## Calling from outside of the U.S.

You can use your phone to call outside the U.S. by using a SIM card in another country. This means that you can stay connected even when you are in a country that has GSM coverage.

## Changing the network your phone connects to

Your phone is set to Global mode and automatically searches for the appropriate network in your location (CDMA or GSM) and then connects to it.

When roaming in countries outside of North America where both CDMA and GSM networks are present, you can make your phone to connect to a CDMA or a GSM network only.

1. From the Home screen, press MENU and then tap **Settings**.
2. Tap **Wireless & networks > Mobile networks > Preferred network**, and then select **CDMA Mode** or **GSM / UMTS Mode**.

## Call services

Your phone can directly link to the mobile phone network, and enable you to access and change the settings of various phone services for your phone. Call services may include call forwarding, call waiting, voicemail, and more. Contact U.S. Cellular to find out about the availability of call services for your phone.

To open call services, press HOME > MENU, and then tap **Settings > Call**.

### Voicemail service

Shows the current voicemail service being used.

### Voicemail settings

Specify the voicemail number.

### Clear voicemail notification

If you have a notification of a new voicemail, you can clear the notification with this option.

### Auto Retry

When enabled, the phone automatically redials a number when the attempted call fails.

### Hearing aids

Turn on the Hearing Aid Compliance feature that reduces interference to hearing aids.

### Preferred Network

Let's you select the type of network your phone connects to so you can place phone calls and have data connection.

### GSM call settings

If you're using the phone outside of the United States in a GSM coverage area, you can set the following options:

| | |
|---|---|
| TTY mode | Allow the use of a TTY (teletypewriter) device for users who are visually or hearing impaired. |
| Caller ID | Enable or disable Caller ID. |
| Call waiting | Enable or disable Call waiting. |
| Cell broadcast | Enable or disable receipt of cell broadcast messages from your service provider. |
| Cell broadcast settings | Configure channels and language for cell broadcast messages. |

### CDMA call settings

If you're using the phone within the United States, or outside of the United States in a CDMA coverage area, you can set the following options:

| | |
|---|---|
| TTY mode | Allow the use of a TTY (teletypewriter) device for users who are visually or hearing impaired. |
| NBPCD | Set the calling parameters for the current country, such as country code and IDD prefix. |

| | |
|---|---|
| Voice Privacy | Encrypts outgoing voice calls and uses secure channels when available. |

### Assisted Dialing

Assisted Dialing allows you to easily dial international calls while roaming in another country. See “Using Assisted Dialing” in this chapter for details.

### Phone settings

Edit the call reject message, choose whether to open the message editor when you reject a call with a message, and choose whether to allow automatic saving of an unknown contact number when a call with that number ends.

## Turning Airplane mode on or off

In many countries, you are required by law to turn off the phone while on board an aircraft. A way to turn off the phone function is to switch your phone to Airplane mode. When you enable Airplane mode, all wireless radios on your phone are turned off, including the call function, data services, Bluetooth, and Wi-Fi.

1. From the Home screen, press MENU then tap Settings > Wireless & networks.
2. Select or clear the Airplane mode check box to enable or disable Airplane mode. When enabled, the Airplane mode icon ( ) is displayed in the status bar.

When you disable Airplane mode, the call function is turned back on and the previous state of Bluetooth and Wi-Fi is restored.

# People

## About People

In People, you can easily manage your communications with contacts via phone, messaging, and email. You can also view updates on their Facebook, Flickr, and Twitter accounts.

If you are synchronizing contacts with your Google account, with your PC, and/or with an Exchange Server, any contacts stored in those accounts are displayed in People. You can also synchronize contacts from your Facebook account in People. For more information on synchronizing accounts, see "Ways of getting contacts into your phone" in this chapter.

## Ways of getting contacts into your phone

You can add contacts to your phone from:

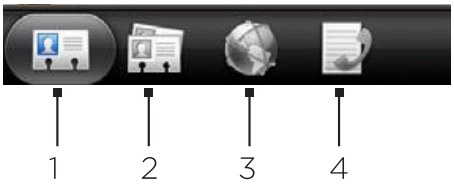
- Gmail contacts Gmail contacts are imported to your phone after you set up a Google Account. For details, see the "Gmail" in the Email chapter.
- Phone contacts See "Adding a new contact" in this chapter for details.
- Exchange ActiveSync Server See "Synchronizing with a Microsoft Exchange ActiveSync account" in the Accounts and sync chapter for details.
- Contacts on your computer See "Using HTC Sync" in the Accounts and sync chapter for details.

- **Facebook** See “Adding an account” in the Accounts and sync chapter for details.

# People screen

The People screen gives you easy access to all your contacts, as well as even faster access to the people and groups of people you contact most often.

The People screen has the following tabs:




| | |
|---|---|
| 1 | **All tab**<br>Gives you access to all contacts on your phone, including Google contacts, Exchange ActiveSync contacts, Phone contacts and social network contacts, such as from Facebook. You can also use this tab to open or update My contact card. For more information, see “Setting up My Contact Card” in this chapter. |
| 2 | **Groups tab**<br>Lets you assign contacts to groups so you can easily send an SMS, MMS, or email message to a whole group. For more information, see “Contact groups” in this chapter. |
| 3 | **Online directories tab**<br>Search for contacts on your online directories such as your Exchange ActiveSync or Facebook account to copy to your phone. |

| | |
|---|---|
| 4 | Call history tab<br>Lists all your dialed numbers and received and missed calls. See “Using Call History” in the Phone calls chapter. |

## Setting up My contact card

My contact card provides a convenient way to store your personal contact information so that you can easily send it via SMS, MMS, email, or Bluetooth.

1. From the Home screen, tap > People.
2. On the All tab of the People screen, tap Me, and then tap Tap here to edit contact.

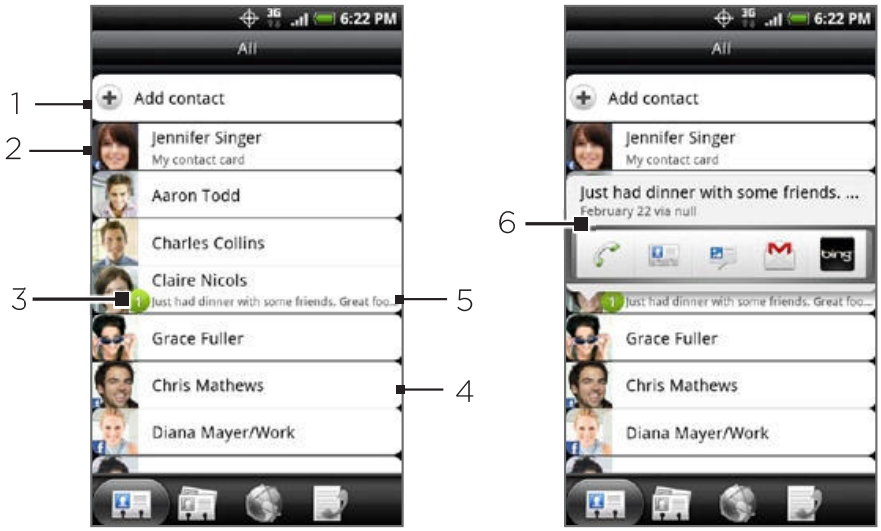
If you are logged in to your Facebook account through Facebook for HTC Sense, instead of Me, you will see your the name you use in Facebook.

1. Enter your name and contact details.
2. Tap Save.

## Your contacts list

The All tab of the People screen shows all your contacts, including Google contacts, Exchange ActiveSync contacts, Phone contacts, and social network contacts, such as from Facebook.

If you signed in to your Google Account and Facebook account when you first set up the phone, your contacts from those accounts will appear in the contacts list when you open People.




| | |
|---|---|
| 1 | Create a new contact. |
| 2 | Tap to edit your My contact card. |
| 3 | This icon appears when the contact:<br>▪ Has sent you a new text or email message, or tried to call you but you missed the call.<br>▪ Has updated his or her Facebook profile or has added photos on Flickr or Facebook.<br>▪ Has upcoming Facebook events. |
| 4 | Tap to open the contact details screen for that contact. |
| 5 | This appears when the contact is a Facebook contact or you link the contact to his or her Facebook account. |
| 6 | Tap the photo or icon to open a menu where you can quickly choose how to communicate with the contact. Depending on the contact information stored, you can call, send a message or email, see the contact's Facebook profile, and map his/her address in Google Maps. The contact's Facebook status is also displayed at the top of the options. |

To view only contacts of a particular type, for example Google contacts or Facebook contacts, press MENU, tap **View**, and select the contact types.

## Adding a new contact

1. From the Home screen, tap > **People**.
2. On the **All** tab, tap **Add contact** at the top of the screen.
3. Select the **Contact type**, for example **Google** or **Microsoft Exchange ActiveSync**. This determines which account the contact will sync with. For more information, see "Ways of getting contacts into your phone" in this chapter.
4. Tap the **Name** field, enter the first and last name of the contact, and choose the order in which to display the names. Tap **OK**.
5. Enter the contact information in the fields provided.
6. Scroll to the bottom of the screen, and then tap **Save**.

## Importing contacts from an Exchange ActiveSync account

Access contacts from your Exchange ActiveSync account, and then copy them to the phone. You need to have your Exchange ActiveSync account set up on your phone.

1. From the Home screen, tap > **People**.
2. On the **Online directories** tab, tap **Company directory**.
3. Enter the name, and then tap .
4. In the list, tap the name of the contact you want to copy to your phone.
5. Tap **Save to People**.

## Merging contact information

Merge duplicated contacts on your phone to avoid clutter and confusion. If you have the same contact appear in your Phone, Google, and Facebook accounts, you can merge the contact information into one contact.

The phone automatically merges contacts that it finds to have similar data. If you need to manually merge contacts or break the link between contacts, follow the procedures below.

### Manually merging contact information

1. From the Home screen, tap > **People**.
2. On the **All** tab, tap the name of the contact (not the icon or photo) you want to merge with another contact on your phone.
3. At the upper right corner of the screen, tap  or

(if there are suggested links.)
4. On the screen, you can:
   - If there are suggested links, tap to link the contact to the selected account.
   - Tap one of the options available in the **Add contact** section.
5. Tap **Done**.

### Breaking the contact information link between contacts

1. From the Home screen, tap > **People**.
2. On the **All** tab, tap the name of the contact (not the icon or photo) whose contact information link you want to break.
3. On the upper right corner of the screen, tap .
4. On the **Linked contacts** section, tap beside the name of the contact to break the link.
5. Tap **Done**.

## Editing a contact's information

1. From the Home screen, tap > **People**.
2. On the All tab, press and hold the contact, and then tap **Edit contact**.
3. Enter the new information for the contact.
4. Scroll to the bottom of the screen, and then tap **Save**.

## Searching for a contact

1. From the Home screen, tap > **People**.
2. Press the SEARCH button on the phone.
3. In the search bar, enter the first few letters of the first or last name of the contact you are looking for. Matching contacts are displayed.

If the list of matching contacts is long, you can view more results by tapping to hide the onscreen keyboard.

4. Tap the contact to open his or her contact details screen. See "Contact information and conversations" in this chapter for details.

## Backing up your contacts to the storage card

1. From the Home screen, tap > **People**.
2. Press MENU, and then tap **Import/Export** > **Export to SD card**.
3. When asked to confirm, tap **OK**.

## Importing contacts from the storage card

You can only import contacts that were exported to the storage card using the Export to SD card feature on the phone. See “Backing up your contacts to the storage card.

1. From the Home screen, tap > **People**.
2. Press MENU, and then tap **Import/Export** > **Import from SD card**.
3. If you have Google or Exchange ActiveSync accounts set up on your phone, tap the type for the imported contacts.

Press BACK to stop importing contacts from the storage card.

## Deleting contacts

1. From the Home screen, tap > **People**.
2. On the **All** tab, press MENU, and then tap **Delete**.
3. Select the contacts you want to delete, and then tap **Delete**.
4. When prompted, tap **OK**.

To delete a single contact, on the All tab, press and hold the name of the contact (not the icon or photo) who you want to delete and select **Delete contact** from the menu.

## Sending contact information as a vCard via MMS

1. From the Home screen, tap > **People**.
2. On the **All** tab, press and hold the name of the contact (not the icon or photo) whose contact information you want to send, and then tap **Send contact as vCard**.
3. Select the type of information you want to send, and then tap **Send**.
4. Enter the recipient’s number or email address, and then tap **Send**.

You can also send a vCard via Bluetooth. To learn how to send files through Bluetooth, see the Bluetooth chapter.

### Sending your contact information as a vCard via MMS

1. From the Home screen, tap > **People**.
2. On the **All** tab, tap **[Your name] My contact card**.
3. Press MENU, and then tap **Send my contact info**.
4. Select the type of information you want to send, and then tap **Send**.
5. Enter the recipient's number or email address, and then tap **Send**.

You can also send your contact vCard via Bluetooth. To learn how to send files through Bluetooth, see the Bluetooth chapter.

## Contact groups

On the **Groups** tab, you can assign contacts to groups so you can easily send an SMS, MMS, or email message to a whole group. You can also sync groups on your phone with the groups in your Google account, accessible via your computer's web browser.

### Creating a group and adding contacts

1. From the Home screen, tap > **People**.
2. On the **Groups** tab, at the top of the screen, tap **Add group**.
3. Enter a name for the group, and then tap **Add contact to group**.
4. Select the contacts you want to add to the group, and then tap **Save**.

If your contacts list is long, you can use the search bar to search for contacts quickly, or tap to hide the onscreen keyboard and scroll through the list.

5. Tap to add a group from photo.
6. Tap **Save**.

## Deleting a group

1. From the Home screen, tap > **People**.
2. On the **Groups** tab, press and hold the group you want to delete, and then tap **Delete group**.

You can only delete groups that you have created.

## Adding or removing contacts from a group

1. From the Home screen, tap > **People**.
2. On the **Groups** tab, press and hold the group, and then tap **Edit group**.
3. You can:
   - Tap the group name to change the name. You can only change the name for groups that you have created.
   - Tap the icon to the left of the group name to change or remove the group photo.
   - To add contacts to the group, tap **Add contact to group**, select the contacts you want to add, and then tap **Save**.
   - To remove a contact from the group, tap at the right side of the contact name, and then tap **Save**.

### Sending an SMS/MMS message or email to a group

1. From the Home screen, tap > **People**.
2. On the **Groups** tab, tap the group you want to send an SMS/MMS message or email to.
3. Go to the **Group action** tab ( ), and then do one of the following:
   - Tap **Send group message** to send an SMS/MMS message to the group. For information about composing and sending messages, see the Messages chapter.

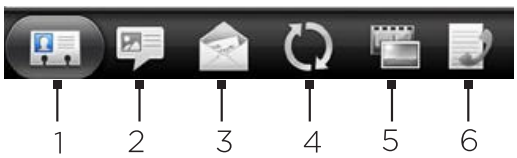
   You will be charged by your mobile provider for each message sent. For example, if you send a message to a group of five people, you will be charged for five messages.

   - Tap **Send group mail** to send an email to the group. For information on composing and sending email, see the Email chapter.

## Contact information and conversations

When you tap a contact on the People screen, the contact details screen opens, showing you the information stored for that contact, exchanged messages and phone calls with that contact, Facebook notifications, and more.

The contact details screen has the following tabs:



| | |
|---|---|
| 1 | Details tab<br>Shows the information you have stored for the contact, and allows you to get in touch with the contact directly by tapping any of the displayed methods. For example, if the contact has a stored work phone number, tap Call Work to call that number.<br>You can also add one of the contact's phone numbers as a speed dial number. For information, see "Adding a contact to speed dial" in the Phone calls chapter. |
| 2 | Messages tab<br>Shows your exchanged SMS messages with the contact. Tap a message to view it. To send a new message, tap New message. For more information about messages, see the Messages chapter. |
| 3 | Mail tab<br>Shows email messages you have received from the contact. Tap an email message to view it. To send a new email message, tap New mail. For more information about email, see the Email chapter. |
| 4 | Updates and events tab<br>Shows the contact's Facebook status, updates, and events, shows when he or she uploads new photos to Flickr, and shows your contact's tweets in Twitter. When there is a notification of the contact's birthday, you can tap the notification to call the contact directly or send a message greeting.<br>You need to be logged in to your Facebook, Flickr, and Twitter accounts to see the updates and events. |
| 5 | Gallery tab<br>Shows the contact's Facebook and Flickr photo albums. Tap an album to look at the photos in the album.<br>You need to be logged in to your Facebook and Flickr accounts to see the photo albums. If you are not logged in, tap Link to Facebook and/or Link to Flickr. |
| 6 | Call history tab<br>Lists all your incoming, outgoing, and missed calls to and from the contact. Tap a list item to call the contact using the displayed number. |

# People widget

Put the group of people you contact most right on the Home screen of your phone by adding them as the People widget. Using the People widget, you can instantly place a call, send a message, or view details of a favorite contact with a single tap.

## Adding the People widget

Slide your finger left or right on the Home screen to find the People widget. If you do not find the People widget on the Home screen, follow this procedure to add the widget to the Home screen.

1. From the Home screen, tap > Widget > People.
2. Choose the widget style, and then tap Select.
3. Select the group you want to add as a widget.
4. Drag the widget to a blank space on a Home screen, and then release.

## Setting the default communication method

1. On the Home screen, go to the People widget.
2. Tap a contact on the widget.
3. On the Select default action screen, tap the communication method you want for the contact.

## Changing the default communication method

1. Tap the contact's name (not the photo) on the widget.
2. Press MENU and then tap More > Set widget action.
3. On the Select default action screen, tap the new communication method you want for the contact.

## Getting in touch with a contact

1. On the Home screen, go to the People widget.
2. Tap a contact (photo not the name) on the widget. The default communication method will be performed.

Tap the name of the contact to open the contact details screen for that contact.

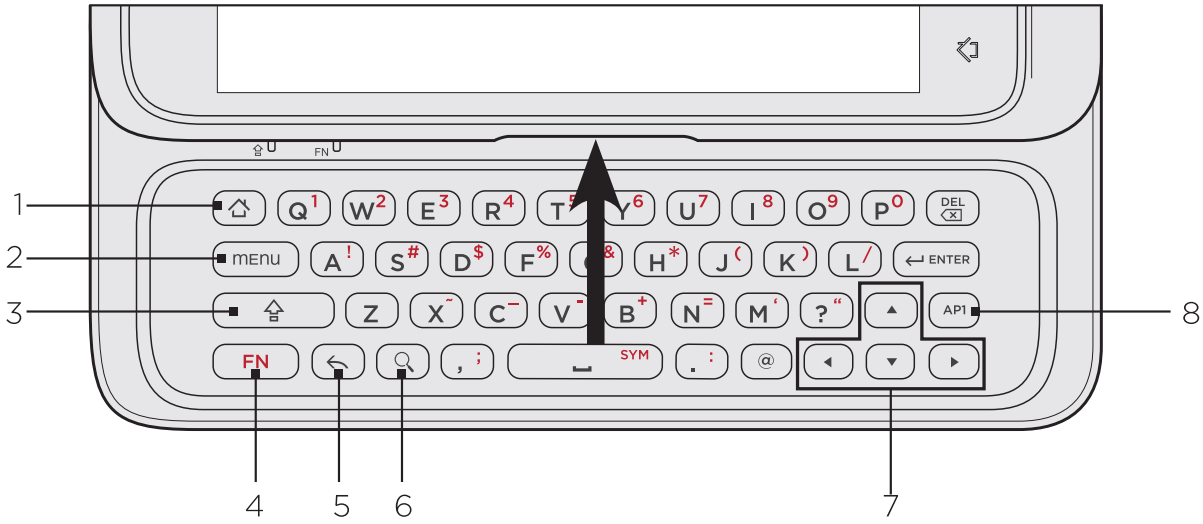
If you have not set a default communication method, the Select default action screen will open. See “Setting the default communication method” in this chapter for details.

# Keyboard

## Using the slide-out keyboard

Hold your phone sideways, with the control buttons on the right, and then push the display up to reveal the slide-out. When you open the slide-out keyboard your display will always be in landscape and you will not be able to use the onscreen keyboard.

Open an application that allows text entry, such as Messages, tap a text box, and then use the slide-out keyboard to enter text.




1 Home key

Instead of pressing the HOME button, press this key to return to the Home screen (when you're in an application) or show a snapshot of the extended Home screens (when you're in the main Home screen). You can also press and hold this key to open the recently-used applications window.

| | |
|---|---|
| 2 | Menu key<br>Instead of pressing the MENU button, press this key to open the available menu options for the current screen. |
| 3 | Shift key<br>▪ Press once and then press a letter key to type that letter in uppercase. On number or symbol keys, pressing the Shift key causes the special character to appear.<br>▪ Lock the Shift key to type a series of characters by pressing Shift twice. The cursor shape changes while the key is locked: Unlock the Shift key by pressing it once again. |
| 4 | Function (FN) key<br>▪ Press once to type the character shown in color on some of the keys. For example, if you need to type the dollar sign ($), press the Shift key and then press the D key (FN, D).<br>▪ Press twice to lock the ALT key and type a series of characters. The cursor shape changes while the key is locked: Unlock the ALT key by pressing it once again. |
| 5 | Back key<br>Instead of pressing the BACK button, press to go back to the previous screen, or to close a dialog box, options menu, or the Notifications panel. |
| 6 | Search key<br>▪ Press to open the search box and type anything you want to search. Press the Enter key to begin the search.<br>▪ Press this key, and then press a letter key that you've assigned to quickly open an application. See "Opening applications with the keyboard." |
| 7 | Navigation keys<br>Press these keys to control your direction on the screen, such as when you're scrolling up or down on a web page, when you are positioning the cursor, or when you want to go the next or previous Home screen panel. |
| 8 | Shortcut key<br>This key lets you quickly open an application or an item on your phone such, as a bookmark. To know how to use the Shortcut key, see "Using the Shortcut key." |

## Using the Shortcut key

You can assign the Shortcut key to open an application or an item on your phone with a single press.

1. From the Home screen, press MENU, and then tap Settings > AP1 Shortcut key.
2. Tap Shortcut key, and then do any of the following:
   - Tap Apps, and then tap the application that you want to open every time you press the Shortcut key.
   - Tap Shortcuts, and then tap the item (such as Bookmark or Person) that you want to open every time you press the Shortcut key. Follow the screen instructions to proceed.
3. Open the slide-out keyboard and then press the Shortcut (AP1) key. The application or item should open.

## Opening applications with the keyboard

You can set the keyboard keys to quickly open apps when pressed together with the Search key. For example, if you've assigned the letter "B" to the phone browser, then wherever you are on your phone, press Search + B to open the phone browser.

1. From the Home screen, press MENU, and then tap Settings > Applications > Quick launch.
2. Do any of the following:
   - Tap an unassigned key to create a new app shortcut.
   - Tap an assigned key to replace it with a new app.
3. Tap the app that you want to assign to the key.
4. Press HOME and then open the slide-out keyboard.
5. Press and hold the Search key and then press the key you've assigned to open the app.

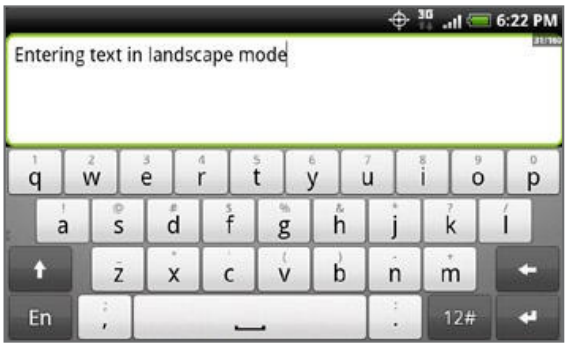
# Using the onscreen keyboard

When you start a program or select a field that requires text or numbers, the onscreen keyboard becomes available.

The onscreen keyboard is not available when the slide-out keyboard is open.

## Using the landscape onscreen keyboard

When entering text, you can choose to use the landscape orientation of the onscreen keyboard. Turn the phone sideways to use a larger keyboard that lets you type easily using two thumbs.




- Select the Auto-rotate screen check box in HOME > MENU > Settings > Display for the screen orientation to automatically change.
- The landscape orientation keyboard is not supported in all applications.

## Changing the onscreen keyboard layout

You can choose from three different keyboard layouts to suit your typing style. To change the keyboard layout, do the following:

1. From the Home screen, press MENU, and then tap Settings > Language & keyboard.
2. Tap Touch Input > Keyboard types, and then select the keyboard layout that you want to use. Choose from the following:
   - QWERTY. This layout is the same with a desktop computer keyboard. This is the default keyboard layout.
   - Phone Keypad. This layout is the same with the traditional mobile phone keypad.
   - Compact QWERTY. This layout features two letters on each key. The key size is slightly bigger than on the Full QWERTY layout.

## Changing the keyboard language

You can change the onscreen keyboard layout to a number of languages that you frequently use.

1. From the Home screen, press MENU, and then tap Settings > Language & keyboard.
2. Tap Touch Input > International keyboard.
3. Select the languages that you want to switch the onscreen keyboard to.
4. Press BACK.
5. Open an application that accepts text input, such as Messages, and then tap a text box.

6. Tap the language switch key En, and then select the language that you want to use.
   The keyboard layout changes according to your selected language.

## Entering text

Use the following keys while entering text using the onscreen keyboard:

| | |
|---|---|
| a | Press and hold keys with gray characters at the top to enter numbers, symbols, or accented letters. The gray character displayed on the key is the character that will be inserted when you press and hold that key. Some keys have multiple characters or accents associated with them. |
| ⇧ | This is the Shift key. Tap to enter an uppercase letter. The next letter you type will be uppercase. Tap twice to turn on caps lock. |
| 12# | Tap to switch to the numeric and symbol keyboard. |
| ↵ | This is the Enter key. Tap to create a new line. |

| | |
|---|---|
| | This is the Backspace key. Tap to delete the previous character. |
| | ▪ Tap to change the onscreen keyboard language.<br>▪ Tap this key, and then tap **Settings** to open the Touch Input settings and change the keyboard type, select the languages you want the keyboard layout to switch to, and adjust other text input settings. |
| | Tap to toggle between Multitap and XT9 predictive modes when using the Compact QWERTY or Phone keypad layout. For more information, see “Entering words with predictive text.” |

## Entering words with predictive text

The onscreen keyboard has predictive text to help you type quickly and accurately. Predictive text input is enabled by default, and word suggestions are displayed as you type.

To enter a word in predictive mode, do any of the following:

- If you see the word you want highlighted in green or orange, you can simply tap the space bar to insert the word into your text.
- If you see the word you want shown in the suggestions before you have finished typing the entire word, tap the word to insert it into your text.
- If an arrow is shown to the right of the suggestion list, tap the arrow to see more suggestions.

### Adding a word to the predictive text dictionary

Your phone comes with a list of words that it references for predictive text suggestions. Sometimes you may need to add a word to the predictive text dictionary, for example a name or a specialized technical word.

While entering text using the QWERTY keyboard layout, if you tap any word on the suggestion list, it is automatically added to the predictive text dictionary if it was not in the dictionary already.

You can also add a word to the list manually:

1. On the onscreen keyboard, press En.
2. Tap Settings > User Dictionary.
3. Tap Add new.
4. Enter the word to add, and then tap OK.

### Editing or deleting a word in the user dictionary

You can edit or remove words that you previously added to the predictive text dictionary.

1. On the onscreen keyboard, press En.
2. Tap Settings > User Dictionary.
   - To edit a word, tap the word itself.
   - To delete a word, tap the X icon to the right of the word.

# Adjusting touch input settings

From the Home screen, press MENU, and then tap **Settings** > **Language & keyboard.** > **Touch Input**.

## Touch Input settings

### Keyboard types

Tap to select the keyboard layout to use. You can choose from QWERTY, Phone Keypad, or Compact QWERTY.

### International keyboard

Tap to select the language layout of the keyboard.

### Text input

Tap to set text input options when entering text, calibrate the keyboard, and set a sound and/or vibration feedback whenever you tap a key. See “Text input” for details.

### Chinese Text input

Tap to set Chinese text input options. You can enter Chinese characters using PinYin and Stroke.

### Tutorial

Learn how to use the onscreen keyboard with this interactive tutorial.

### User Dictionary

Add, edit or remove words in the predictive text dictionary. See “Entering words with predictive text” in this chapter for more information.

## Text input

### QWERTY/Hardware QWERTY

#### Prediction

Select to enable the word prediction feature which provides a list of possible words that reflect the characters of the keys you have tapped as well as characters of nearby keys.

#### Spell correction

Select to correct typographical errors by selecting from a list of possible words that reflect the characters of the keys you have tapped as well as characters of nearby keys.

### Phone keypad & compact QWERTY

#### Spell correction

Select to correct typographical errors by selecting from a list of possible words that reflect the characters of the keys you have tapped as well as characters of nearby keys.

#### Word completion

When using the Compact QWERTY or Phone keypad, lets you select from a list of possible combinations based on the characters that appear on the keys that you tapped.

## Other settings

### Sound feedback

Select to hear a clicking sound whenever you tap a key on the keyboard.

### Vibrate when typing

Select to enable vibration feedback whenever you tap a key on the keyboard.

### Finger touch precision

### Calibration tool

Tap to re-calibrate the keyboard touch accuracy. Re-calibrate the keyboard if you feel that the keyboard keys are not responding accurately to your taps.

### Reset calibration

Tap to reset the calibration back to factory default.

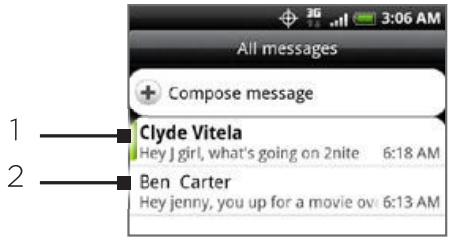
# Messages

## About Messages

Messages lets you compose and send text (SMS) and multimedia messages (MMS) to other mobile phones.

To open your message inbox, from the Home screen, tap > Messages.

If the list of messages does not fit on the screen, you can scroll down to view more messages by swiping your finger on the screen.




| | |
|---|---|
| 1 | Bold text indicates unread messages in the thread. |
| 2 | Tap to open the message or message thread and read the text or view the picture message. |

## Sending text and multimedia messages

Send short text messages (SMS) and multimedia messages (MMS) to other mobile phones. If you exceed the limit on the number of characters for a single text message, your text message will be delivered as one but will be billed as more than one message. These are called concatenated messages.

Multimedia messages can contain text and a picture, a recorded voice, an audio or video file, a picture slideshow, contact card (vCard), or appointment (vCalendar).

The Messages application automatically converts a text message into a multimedia message when you enter an email address in the To field, add a message subject, attach an item, or compose a very long message.

### Sending a text message

1. From the Home screen, tap > Messages.
2. On the All messages screen, tap New message. The Compose screen opens.
3. Fill in one or more recipients. You can:
   - Enter your contact's name or phone number directly in the To field. If you're sending the message to several contacts, separate the phone numbers with a comma.
     As you enter information, any matching contacts or phone numbers from your contacts list are displayed. Tap a match to enter that contact or number directly.
   - Tap the icon, and then select the phone numbers of the contacts to whom you want to send the message. You can also select contact groups as recipients.
     When you have selected all the message recipients, tap Done.

4. Tap the text box that contains the text “Add text”, and then start composing your message.

5. When done, tap to send the text message.

## Sending a multimedia (MMS) message

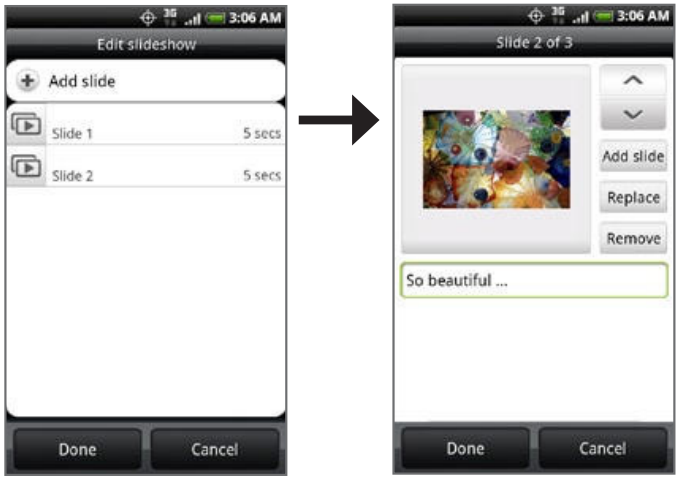
1. From the Home screen, tap > Messages.
2. On the All messages screen, tap New message. The Compose screen opens.
3. Fill in one or more recipients. You can:
   - Enter phone numbers or email addresses directly in the To field. If you’re sending the message to several recipients, separate the phone numbers or email addresses with a comma. As you enter information, any matching phone numbers or addresses from your contacts list are displayed. Tap a match to enter that number or address directly.

- Tap the icon, and then select the contacts to whom you want to send the message. You can also select contact groups as recipients. When you have selected all the message recipients, tap **Done**.

You can add a subject line by pressing MENU and then tapping **Add subject**.

4. Tap the text box that contains the text “Add text”, and then start composing your message.
5. Press MENU and then tap **Attach**.
   You can also tap on the text box and then tap an icon on the file bar to attach a file to your MMS message.
6. On the Attach window, select from the following file attachments:
   - **Picture**. Select **Camera** to take a photo and attach it, or **Pictures** to attach a photo from your storage card.
   - **Video**. Select **Camcorder** to capture a video and attach it, or **Videos** to attach a video from your storage card.
   - **Audio**. Select **Voice Recorder** to make a voice recording and attach it, or **Music & sounds** to attach a music file or voice recording from your storage card.
   - **App recommendation**. Choose an application you’ve installed from Android Market that you want to share with others. The URL from which the application can be downloaded will be inserted to your message.
   - **Location**. You can attach location information. Send your current location (requires GPS to be turned on), a location stored in Footprints, or a location you pick on a map. For more information about GPS, maps, and Footprints, see the Maps and location chapter.

- Contact (vCard). Select a contact from your phone, and then select which contact information you want to attach.
- Appointment (vCalendar). Select the calendar event you want to attach.
- Slideshow. Opens the Edit slideshow screen. Tap Add slide to create a new slide. Tap the created slide (for example, Slide 1), tap Insert picture, and then select the picture you want to add to the slide. You can also navigate to the text box and enter a caption for the picture. When finished, tap Done to attach the slideshow to your message.




- When editing multiple slides, tap ⌄ to edit the next slide or tap ⌃ to return to the previous slide.
- While editing the slideshow, press MENU to let you preview the slideshow, add music or video to a slide, remove a slide, and more.

7. When you have finished composing the multimedia message, tap .

To receive delivery reports and know when a picture message is received, in the All messages screen, press MENU, and then tap Settings. Select the **Delivery reports** check box in the MMS settings section.

### Saving and resuming a draft message

While composing a text or multimedia message, press BACK to automatically save your message as a draft. To resume composing the message:

1. On the All messages screen, press MENU, and then tap **Drafts**.
2. Tap the message to resume editing it.
3. When you finish editing the message, tap .

## New message notifications

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 "Setting text and multimedia message options" later in this chapter.

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

The Messages application icon (if shown on the Home screen) also displays the number of new messages .

To open the message, press and hold the status bar, and then slide the status bar down to open the Notifications panel. Tap the new message to open and read it. For information on reading and replying to messages see “Managing message conversations” in this chapter.

## Viewing push messages

Push messages contain a web link. Often, the link will be to download a file that you have requested, for example a ringtone.

When you receive a push message, a notification icon is displayed in the status bar.

### Opening the link contained in a push message

1. Press and hold the status bar, and then slide the status bar down to open the Notifications panel.
2. Tap the new message.
3. Tap Visit website.

### Viewing all your push messages

1. From the Home screen, tap > Messages.
2. Press MENU, and then tap Push messages.

# Managing 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 All messages screen. Threaded text or multimedia messages let you see exchanged messages (similar to a chat program) with a contact on the screen.

### Reading a text message

Do one of the following:

- On the All messages screen, tap the text message or message thread to open and read it.
- If you have a new message notification, slide the status bar down to open the Notifications panel. Tap the new message to open and read it.

To return to the All messages screen from a text message thread, press MENU and then tap **All messages**.

- To view the details of a particular message, in the message thread, press and hold the message to open the options menu, and then tap **View message details**.
- If a message contains a link to a web page, tap the message and then tap the link to open it in the web browser.
- If a message contains a phone number, tap the message and then tap the phone number to dial the number or add it to your contacts.

### Viewing a multimedia message

1. From the Home screen, tap > **Messages**.
2. On the All messages screen, tap a multimedia message or message thread to open it.

3. Tap the attachment to open it.
   If the attachment is a vCard contact, it is imported to your Phone contacts list. For information about contacts, see the People chapter.
   If the attachment is a vCalendar file, you can choose the calendar where you want to save the event. For information on using Calendar, see the Calendar chapter.
4. To save the attachment to the storage card, press and hold the sender's name or number, and then tap Save [attachment type] on the options menu.

- When Auto-retrieve in MMS settings is disabled, only the message header is downloaded. To download the entire message, tap the Download button at the right side of the message. For details, see "Setting text and multimedia message options" later in this chapter.
- If you are concerned about the size of your data downloads, check the multimedia message size before you download it.

## Replying to a text or multimedia message

1. From the Home screen, tap > Messages.
2. On the All messages screen, tap a text or multimedia message thread to open it.
3. Tap the text box at the bottom of the screen, enter your reply message, and then tap Send.

To reply to a text message with a multimedia message, open the text message, press MENU and then tap More > Add subject, or Attach. The text message is automatically converted into a multimedia message.

## Protecting a message from deletion

You can lock a message so that it will not be deleted even if you delete the other messages in the conversation.

1. From the Home screen, tap > **Messages**.
2. On the All messages screen, tap a message thread.
3. Press and hold the message that you want to lock
4. Tap **Lock message** on the options menu.

A lock icon is displayed at the right hand side of the message.

## Deleting a message thread

1. From the Home screen, tap > **Messages**.
2. On the All messages screen, tap the message thread that you want to delete.
3. Press MENU, and then tap **Delete**.
4. When prompted to confirm, tap **OK**.

Any locked messages in the thread will not be deleted unless you select the **Delete locked messages** check box.

## Deleting several message threads

1. From the Home screen, tap > **Messages**.
2. On the All messages screen, press MENU, and then tap **Delete**.
3. Select the message threads you want to delete.
4. Tap **Delete**. Any locked messages will not be deleted.

### Deleting a single message

1. While viewing a message thread, press and hold the message that you want to delete.
2. If the message is locked, tap **Unlock message** on the options menu, and then press and hold the message to display the options menu again.
3. Tap **Delete message** on the options menu.
4. When prompted to confirm, tap **OK**.

### Viewing contact details and communicating with a contact

When you have received a message from someone in your stored contacts, you can tap the contact's photo or icon in the message thread to open a menu of options. Depending on the stored contact information, you can view the contact details, phone or send an email message to the contact, and more.

## Setting text and multimedia message options

From the Home screen, tap > **Messages**. On the All messages screen, press MENU and then tap **Settings** to set the text or multimedia message options. You can set the following:

#### Storage settings

#### Delete old messages

Automatically delete older messages, except for locked messages, when the set limits are reached.

### Text message limit

Choose the maximum number of text messages to store in each conversation thread (this does not include locked messages).

### Multimedia message limit

Choose the maximum number of MMS messages to store in each conversation thread (this does not include locked messages).

## SMS settings

### Delivery reports

Select this option to receive a report on the delivery status of your message.

### Priority setting

Set the message priority of SMS messages sent.

## MMS settings

### Delivery reports

Select this option to receive a report on the delivery status of your message.

### Auto-retrieve

Select this option to automatically retrieve all your MMS messages completely. When selected, the MMS message header plus the message body and attachments will automatically download to your phone. If you clear this check box, only the MMS message header will be retrieved and shown in your All messages screen.

### Roaming auto-retrieve

Automatically retrieve all your MMS messages completely when roaming. This may incur significant phone charges.

### Priority setting

Set the message priority of MMS messages sent.

### Maximum message size

Set the maximum file size of an MMS message. The MMS message will not be sent out if it exceeds the file size set here.

### Received messages

### Received notification

Select this option if you want to receive a notification in the status bar when a new text or multimedia message arrives.

### Play notification sound

If you want the phone to ring when a new message arrives, select this option.

### Notification sound

Select a ringtone that is specific to new text and multimedia messages. Note that the ringtone briefly plays when selected.

### Vibrate

Select this option if you want the phone to vibrate when a new text or multimedia message arrives.

### Sent messages

### Sent notification

Select this option if you want to receive a notification in the status bar when a message is sent successfully.

### Failure notification

Select this option if you want to receive a notification in the status bar when a message failed to send.

### Play notification sound

If you want the phone to ring when a sent or failure notification is received, select this option.

### Notification sound

Select a ringtone that is specific to sent or failure notifications. Note that the ringtone briefly plays when selected.

### Vibrate

Select this option if you want the phone to vibrate when a new text or multimedia message arrives.

## Adding the Messages widget

Add the Messages widget to let you read your messages on the Home screen. To learn how to add widgets, refer to “Adding a widget to your Home screen” in the Personalizing chapter.

# Social

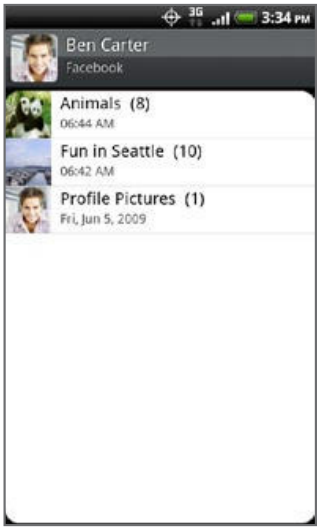
## Facebook for HTC Sense and Facebook for Android application

### Facebook for HTC Sense

View your Facebook® updates in supported applications on the phone. By signing in to Facebook for HTC Sense, your Facebook contacts and their contact details are downloaded to People, you can browse through Facebook photo albums in Gallery, and read Facebook status updates in Friend Stream. To learn how to sign in to Facebook for HTC Sense, see the Accounts and sync chapter.

People

Friend Stream




Gallery

## Facebook for Android application

The Facebook application on your phone lets you keep up and stay close with your friends in Facebook. It offers most of the features that you are familiar with when using Facebook on your computer.

If you have more than one Facebook account, you can sign in to the Facebook application using your other Facebook account.

### Using the Facebook application

1. From the Home screen, tap > Facebook.
2. If this is your first time to use Facebook, follow the onscreen instructions to sign in to your Facebook account.
3. On the News Feed screen, press MENU, and then tap Home to access the other functions.

- While on the Facebook home screen, press MENU, and then tap Settings to set refresh and notification options.
- On some Facebook screens, you can press and hold an item to open an options menu.

### With the Facebook application, you can:

- Share your thoughts and check other people's status updates.
- View your friends list and write on someone's wall.
- Comment on a friend's post.
- View someone's personal information, including photo albums.
- Check your Facebook notifications.
- Take a photo and upload it straight to your Facebook account.

### Adding the Facebook widget

Add the Facebook widget to the Home screen to let you quickly share your thoughts and view your friends' status updates.

The widget will only link to the Facebook account that you logged into on the Facebook application.

1. From the Home screen, tap + > Widget > Facebook.
2. Choose the widget style, and then tap Select.
3. Drag the widget to a blank space on the Home screen, and then release.

## Differences between Facebook for HTC Sense and Facebook for Android application

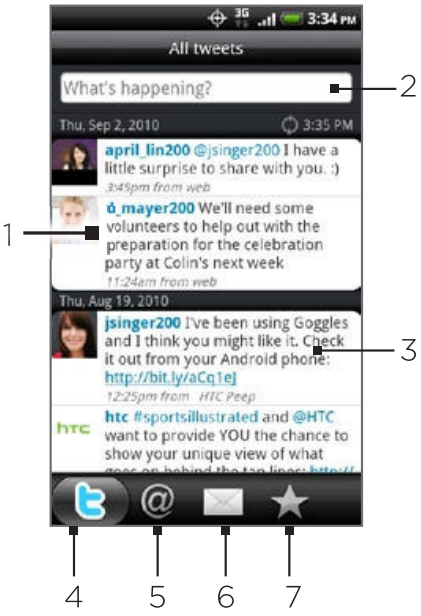
- Facebook for HTC Sense is not a standalone application. It is integrated into People, Friend Stream, and Gallery to give you up-to-date information about your Facebook contacts (their status updates and new photos) in these applications.
- The Facebook for Android application is a standalone application. Use this application to do most of the things that you would do when you're using your computer's web browser to access your Facebook account, such as adding a friend and adding captions to photos you upload.
- The two do not share the same login credentials. Signing in to Facebook for HTC Sense does not sign you in to the Facebook application and vice versa. If you want to use the same Facebook account for both, you'll have to sign in to both using the same login credentials.

# Tweeting on your phone

**Peep** is a Twitter™ client that lets you enjoy "tweeting" on your phone. Send out tweets, read and receive tweets from people, search for new Twitter users to follow, all from your phone.

1. From the Home screen, tap > **Peep**.
2. If you did not sign in to your Twitter account when you first turned on the phone, follow the onscreen instructions to sign in to your Twitter account.
3. Peep opens in the **All Tweets** tab. Slide your finger on the bottom row to go to the tab you want.

## Peep screen



| | |
|---|---|
| 1 | Tap to view the Twitter user's profile. This also shows you all tweets from this Twitter user. |
| 2 | Tap to enter a tweet to send out. |
| 3 | Press and hold to open the options menu to let you reply, send a direct message, retweet, add to favorite, and view the profile. |
| 4 | Shows all the tweets from people you follow and tweets that you have sent out. |
| 5 | Shows all tweets that mentions your username using the "@[your username]" convention. |
| 6 | Shows all private/direct messages that you have received or sent out. |
| 7 | Shows tweets that were marked as favorites. |

## Sending a tweet

1. From the Home screen, tap > Peep.
2. On the All Tweets tab, tap the text field with the words "What's happening?".
3. Enter your tweet, and then tap Update. Before tapping Update, you can:
   - Tap to post a picture from Gallery or Camera to your default photo hosting site and add the link to the picture into the tweet.
   - Tap to insert your location into the tweet. You can choose to add a map link, insert your location name, or insert your position coordinates.

## Searching for Twitter users to follow

1. From the Home screen, tap > **Peep**.
2. While on the Peep screen, press the SEARCH button.
3. Tap the text field with the words “Search Twitter”, enter the search criteria, and then tap .
4. On the Search result screen, scroll through the list, and then tap the twitter user you want to follow.

The search results will also list down tweets that contain the search word.

5. Press MENU, and then tap **Follow**.

### Unfollowing a Twitter user

1. From the Home screen, tap > **Peep**.
2. On the **All Tweets** tab, tap Twitter user you want to stop following.
3. Press MENU, and then tap **Unfollow**.

## Sending a direct message

You can only send a direct message to someone who is following you.

1. From the Home screen, tap > **Peep**.
2. Press MENU, and then tap **New message**.

You can also send a direct message from the **All Tweets** or **Direct Message** tab. On the All Tweets or Direct Message tab, press and hold the person you want to send the direct message to, and then tap **Send direct message** on the options menu.

3. Tap the **To** field, and then enter the name. As you enter characters, the names of the Twitter users that match the characters you enter will appear. Tap the name when you see it.
4. Enter your message, and then tap **Update**.

## Setting Peep options

1. From the Home screen, tap > **Peep**.
2. Press MENU, and then tap **More** > **Settings**. You can set these options:

### Account settings

Sign out of your Twitter account.

### General settings

Choose whether to show the screen name or the real name of the people you follow.

### Send & receive

Set the frequency to check for new tweets and set the number of tweets to download.

### Services

Set your photo hosting site, photo quality, location options, and URL shortening host.

### Notification settings

Select when to be notified and how you want to be notified.

### Adding the Twitter widget

Add the Twitter widget to let you send and follow your tweets right on the Home screen.

1. From the Home screen, tap > Widget > Twitter.
2. Choose the widget style, and then tap Select.
3. Drag the widget to a blank space on the Home screen, and then release.

### Twitter for HTC Sense

View your tweets in supported applications on the phone. By signing in to Twitter (in Peep or Friend Stream), tweets from your contacts whom you follow in Twitter are downloaded to the Updates and events tab of the Contact details screen in People.

## Using Friend Stream

Friend Stream connects you to your social networks. Share and get updates from your Facebook, Twitter, and Flickr accounts on your phone. With Friend Stream, you can easily track your friends' status messages, photo uploads, and web links - or comment and post your own.

1. From the Home screen, tap > Friend Stream.
2. If you are not signed in to a social network account, press MENU, tap Settings > Accounts & sync, and then tap the account you want to sign in to.
3. Friend Stream opens in the All Updates tab. Slide your finger on the bottom row to go to the tab you want.

## Friend Stream screen

Only updates from accounts that you are signed in to will be shown. You can filter the updates that show in Friend Stream by pressing MENU, and then tapping **Settings > Show updates**.

| | |
|---|---|
| 1 | Depending on the type, tap to open Peep, post a Facebook comment, look at the Flickr album, or open the link in the web browser. |
| 2 | Tap to enter and send a status update. |
| 3 | Shows all the messages from the social network accounts that you are signed in to. |
| 4 | Shows only status updates from Facebook and Twitter. |
| 5 | Shows only photo updates from Facebook and Flickr. |
| 6 | Shows only links posted on Facebook. |

## Updating your status

1. From the Home screen, tap > Friend Stream.
2. On the All Updates tab, tap the text field with the words “What’s on your mind?”.
3. Tap , and then on the Update Status dialog box, select which accounts you want the status update to be posted. Tap Done.

Only the accounts that you are signed in to will be shown on the dialog box.

4. Enter your status update, and then tap Share.

## Adding the Friend Stream widget

Add the Friend Stream widget so you can update your status simultaneously and view status updates from your social network accounts right on the Home screen.

1. From the Home screen, tap > Widget > Friend Stream.
2. Choose the widget style, and then tap Select.
3. Drag the widget to a blank space on the Home screen, and then release.

# Chatting in Google Talk

Google Talk is Google's instant messaging program. It lets you communicate with other people that also use Google Talk.

This app will auto update when there's a compatible newer version available in Android Market.

## Signing in to Google Talk

If you signed in to your Google Account when you first set up the phone, you are already signed in to Google Talk.

1. From the Home screen, tap > Talk > Next > Sign in.
2. Enter your Google Account username and password, and then tap Sign in.

When you are signed in to Google Talk, your online status in Google Talk will also appear in other Google Apps such as Gmail.

### Signing out of Google Talk

If you are not going to use Google Talk for an extended period of time, we recommend that you sign out of Google Talk to save battery power.

1. From the Home screen, tap > Talk.
2. In the Friends list, press MENU, and then tap More > Sign out.

## Chatting with friends

### Starting a chat

1. From the Home screen, tap > Talk.
2. Tap a friend in the Friends list.

3. Chat with your friend by entering text in the text box at the bottom of the screen.

To insert a smiley, press MENU, and then tap **More > Insert smiley**. Tap a smiley to insert it into your message.

4. After entering your message, tap **Send**.

### Accepting an invitation to chat

When a friend sends you a Google Talk message, you receive a notification. Their entry in the Friends list turns white and displays the message.

Do one of the following:

- In the Friends list, tap the friend who sent you the invitation to chat.
- Open the Notifications panel, and then tap the chat notification. See “Opening the Notifications panel” in the Basic chapter to learn how to open the Notifications panel.

### Returning to the Friends list

While on a chat screen, press MENU, and then tap **Friends list**.

### Switching between active chats

You can switch between chats if you have more than one chat going.

1. While on a chat screen, press MENU, and then tap **Switch chats**.
2. On the screen that opens, tap the friend you want to chat with.

### Inviting a friend to join a group chat

1. While on a chat screen, press MENU, and then tap **Add to chat**.
2. Tap the friend you want to invite. The friend you invited and the current participants receive an invitation to a group chat. Each one who accepts the invitation joins the group chat.

### Chatting on or off the record

Your Google Talk messages are stored, so you can review them later and even search for them in the Chats folder in Gmail. But, if you'd rather not store the messages in a chat, you can go off the record.

1. On a chat screen, press MENU, and then tap **Chat off record**.
2. To resume saving the messages in the chat, press MENU, and then tap **Chat on record**.

### Ending a chat

Do one of the following:

- In the Friends list, press and hold the friend you want to stop chatting with, and then in the menu that opens, tap **End chat**.
- While on a chat screen, press MENU, and then tap **End chat**.

## Changing your online status and picture

### Changing your online status

1. From the Home screen, tap > **Talk**.
2. In the Friends list, tap the online status icon ( ) beside your name, and then select the status you want on the options menu.

In addition to the standard status settings described in the table, you can also select a message that you've entered previously. Or tap **Clear custom messages** to erase them and start over.

Your status and any message appear in your contact's Friends lists and in other locations where your status or status message are displayed.

### Changing your status message

1. From the Home screen, tap > **Talk**.
2. In the Friends list, tap the text box to the left of your online status icon, and then enter your status message.
3. On the onscreen keyboard, tap .

### Changing your picture

1. From the Home screen, tap > Talk.
2. In the Friends list, tap the picture to the left of your status message.
3. In the Select an album screen, tap the album where the picture you want to use is located.
4. Tap the picture you want to use.
5. Drag the green box to select the portion of the picture to crop, and then tap Save.

## Managing your Friends list

### Adding a friend

You can invite anyone with a Google Account to become your friend in Google Talk, so you can chat with each other and view each others' online status.

1. From the Home screen, tap > Talk.
2. In the Friends list, press MENU and then tap Add friend.
3. Enter the Google Talk instant messaging ID or Google email address of the friend you want to add.

### Accepting an invitation to become a friend

When a contact invites you to become a friend in Google Talk, you receive a notification in the Status bar and the invitation appears in your Friends list.

1. From the Home screen, tap > Talk.
2. In the Friends list, tap Chat invitation.

3. Do one of the following:
   - Tap **Accept** in the menu that opens to accept the invitation.
   - Tap **Cancel** if you don't want to chat with and share your Google Talk status with the sender.

### Viewing the list of pending invitations to friends

1. From the Home screen, tap > **Talk**.
2. In the Friends list, press MENU, and then tap **Invites**. All the friends to whom you've extended invitations to become friends on Google Talk appear in the list until they accept or cancel your invitation.
3. Tap a pending invitation, and then tap **Accept** or **Decline**.

### Viewing all friends or only those most popular with you

By default, only the friends that you frequently chat with — the most popular — are shown in the Friends list. But you can view all friends instead.

1. From the Home screen, tap > **Talk**.
2. In the Friends list, press MENU, and then tap **All friends**. To switch back to just the friends with whom you chat most frequently, tap **Most popular** in the menu.

### Making a friend popular

1. From the Home screen, tap > **Talk**.
2. In the Friends list, press and hold a friend's name.

If you cannot see the friend, press MENU, and then tap **All friends**.

3. In the options menu, tap **Always show friend**.

### Blocking a friend

You can block a friend from sending you messages. When blocked, your friend is also removed from your Friends list.

1. From the Home screen, tap > Talk.
2. In the Friends list, press and hold the friend's name you want to block.

If you cannot see the friend, press MENU, and then tap All friends.

3. In the options menu, tap Block friend. Your friend is removed from your friends list and is added to the blocked friends list.

To unblock a friend, in the Friends list, press MENU and then tap Blocked. In the Blocked friends list, tap the name of the friend you want to unblock, and then tap OK when prompted.

## Changing Google Talk settings

### Setting notifications for new Google Talk messages

You can set the phone to play a sound, vibrate, or display a notification icon in the status bar each time you receive a new instant message.

1. From the Home screen, tap > Talk.
2. In the Friends list, press MENU and then tap More > Settings.
3. Select the IM notifications check box to receive a notification ( ) in the status bar when a new instant message arrives.

4. Do one of the following:
   - Tap **Select ringtone** to select the ringtone to use when a new instant message arrives. The ringtone briefly plays when selected. If you don't want a ringtone to play when you receive a new Google Talk message, select Silent.
   - Select the **Vibrate** check box to vibrate your phone when you receive a new Google Talk message.

### Showing or hiding the mobile indicator to friends

You can check what type of device your friend is using to chat in Google Talk. In the friends list, check the image that appears to the right of your friend's name.

1. From the Home screen, tap > **Talk**.
2. In the Friends list, press MENU, and then tap **More** > **Settings**.
3. Select the **Mobile indicator** option.

Indicates that the friend is using an Android phone.

### Setting whether you sign into Google Talk automatically

You can sign in to your Google Talk account automatically every time you turn on your phone.

1. From the Home screen, tap > **Talk**.
2. In the Friends list, press MENU, and tap **More** > **Settings**.
3. Select the **Automatically sign in** check box.

# Accounts and sync

## Synchronizing with online accounts

Your phone can sync information and receive updates from your Google™ and Microsoft® Exchange ActiveSync® accounts as well as popular online services such as Facebook®, Twitter™, and Flickr®.

These are some of the types of information you can sync:

- Gmail™ and Exchange ActiveSync email.
- Google and Exchange ActiveSync contacts, as well as your Facebook friends' contact information. For information on contacts, see the People chapter.
- Calendar events from your primary Google Account and from Exchange ActiveSync. For information on using Calendar, see the Calendar chapter.
- Status updates and links shared by your friends and yourself on social networks such as Facebook and Twitter. For details, see the Social chapter.
- Flickr and Facebook photo uploads. For information on viewing photos, see the Gallery chapter.

## Adding a social network account

You can sync with your accounts on popular online services such as Facebook, Twitter, and Flickr.

1. From the Home screen, press MENU, and then tap **Settings** > **Accounts & sync**.
2. Tap **Add account**, and then tap the account type you want to add.
3. Follow the onscreen instructions to enter the account information.

When you have finished, the account is added to the list on the Accounts & sync screen. Depending on how you configured the account, the new information may start synchronizing with your phone.

## Synchronizing with a Google Account

Signing in to your Google Account lets you synchronize Gmail and your Google contacts and calendars between your phone and the web. You also need to sign in to a Google Account to use Google applications such as Google Talk™ and Android Market.

You can add more than one Google Account on your phone. However, subsequent Google Accounts can only synchronize Gmail and contacts. Other Google services use the first Google Account you added.

1. From the Home screen, press MENU, and then tap **Settings** > **Accounts & sync**.
2. Tap **Add account** > **Google**.
3. Follow the onscreen instructions to sign in to an account or create a new account.

## Synchronizing with a Microsoft Exchange ActiveSync account

You can only add one Microsoft Exchange ActiveSync account on your phone. You can sync with Microsoft Exchange Server 2003 Service Pack 2 (SP2) or later.

1. From the Home screen, press MENU, and then tap Settings > Accounts & sync.
2. Tap Add account > Exchange ActiveSync.
3. Enter the Exchange ActiveSync account details, and then tap Next.

   Your corporate Exchange Server must support auto-detect for the phone to automatically set up the Exchange ActiveSync account. If your corporate Exchange Server does not support auto-detect, you will need to enter your Exchange Server settings after you tap Next. Ask your Exchange Server administrator for details.

4. Select the types of information you want to synchronize, and then tap Finish setup.

## Managing your accounts

### Changing general sync settings

1. From the Home screen, press MENU, and then tap Settings > Accounts & sync.
2. Select or clear the following:
   - Background data. If this is selected, applications can send and receive online account information even if you are not currently using them.

- Auto-sync. If this is selected, applications can use the sync schedule defined in the account settings. If this is cleared, you will need to sync accounts manually. For instructions on doing this, see “Synchronizing an account manually”.

### Changing account settings

You can change settings such as the sync frequency and the types of information synchronized, the kinds of notification you receive, and the way that account information is displayed.

1. From the Home screen, press MENU, and then tap Settings > Accounts & sync.
2. Tap the account that you want to edit.
3. Edit the account settings.

### Synchronizing an account manually

1. From the Home screen, press MENU, and then tap Settings > Accounts & sync.
2. Tap the account that you want to sync.
3. Tap Sync now.

### Removing an account

You can remove an account to delete it and all information associated with it from your phone, for example messages, contacts, or settings. Removing an account does not delete information from the online service itself.

You cannot remove some accounts, such the first Google Account you signed into on the phone, except by deleting all personal information from your phone with a hard reset. For instructions on doing this, see “Performing a hard/factory reset” in the Backup, update and reset chapter.

1. From the Home screen, press MENU, and then tap Settings > Accounts & sync.
2. Tap the account that you want to remove.
3. Tap Remove account, and then confirm that you want to remove the account.

## Synchronizing with your computer

You have your new vacation photos on your phone while your business calendar is on your computer. Why not make these types of files and information available on both devices? With HTC Sync™, you can:

- Sync your contacts between your Microsoft® Outlook®, Outlook® Express or Windows Contacts on your computer and your phone.
- Sync your calendar events between the Outlook or Windows Calendar on your computer and your phone.
- Bring your photos, videos, documents, songs, and playlists from your computer to your phone and enjoy them on the go.
- Easily import your captured photos and videos from your phone to your computer.
- Store the same bookmarks on both your computer and phone's web browser.
- Install third-party mobile phone apps (not downloaded from Android Market) from your computer.

You need a microSD card inserted into your phone to be able to sync multimedia files, maps, and documents.

## Installing HTC Sync that came with the microSD card

Make sure the microSD card is inserted to your phone. Copy the HTC Sync installer from the microSD card to your computer and use it to install.

- HTC Sync can be installed on a computer running Windows 7, Windows Vista, or Windows XP.
- HTC Sync requires USB 2.0 on your computer to connect and sync with your phone.
- For trouble-free installation, first quit all running programs and temporarily exit from your anti-virus program before you start installing HTC Sync.

1. Connect your phone to your computer using the supplied USB cable.
2. On your phone's Connect to PC screen, tap **Disk drive**, and then tap **Done**.

   On your computer, the connected phone is recognized as a removable disk.
3. Navigate to the removable disk and open it.
4. Copy **HTCSync.exe** to your computer.
5. After copying, unmount the removable disk (that is, the connected phone) as required by your computer's operating system to safely remove your phone.
6. On your computer, double-click **HTCSync.exe** and follow the onscreen instructions to install HTC Sync.

   After installing HTC Sync, the HTC Sync icon ( ) is added to your computer's system tray (check the bottom-right side of your computer screen). You can double-click this icon to open HTC Sync.

## Setting up HTC Sync to recognize your phone

After installing, set up HTC Sync to recognize your phone.

1. Connect your phone to your computer using the supplied USB cable.
2. On your phone's Connect to PC screen, tap **HTC Sync**, and then tap **Done**.

   On your computer, wait for HTC Sync to recognize your phone.
3. When the Device setup screen opens, enter a name for your phone.
4. Click **Save**. The Device panel then opens.

## Getting to know the Device panel

On the Device panel, you can set your sync options, see your phone's general information, check the used and available space on your storage card, and begin synchronization.

- Click a category of items to see its sync options on the right side of the Device panel.

  You can also click **Overview** to see your phone's basic software information and storage card usage, change the phone name, or install third-party applications to your phone.

The available categories and options depend on the phone you've connected to your computer.

- Click **Sync now** to start synchronizing the categories and options you've selected.
- The estimated storage usage bar beside the Sync now button shows you the estimated storage card space that will be used when there are new items to be synchronized and added to your phone.

## Setting up synchronization

### Music

Bring the music tracks and songs you play on your computer to your phone. If you have playlists created in iTunes® or Windows Media® Player, you can sync these too and enjoy them on the go.

You can sync audio files in these formats:
*.aac, *.amr, *.m4a, *.mid, *.midi, *.mp3, *.wav, and *.wma.

1. On the Device panel, click Music, and then click the On button.

   Turning Music sync on means you want this category included every time you sync your computer and phone.

2. Select Sync music files from, and then click Add.
3. Choose the folder that contains your audio files, and then click OK.

   All supported audio files added to this folder will also be copied to your phone's storage card during synchronization.

4. Select Sync music files from iTunes and Windows Media Player if you're using any of these apps on your computer. Then, choose one of the following:
   - All songs and playlists. Choose to sync all songs and playlists from iTunes and Windows Media Player.
   - Selected playlists. Choose to select only your favorite playlist titles.

### Gallery

You can choose to automatically copy your phone camera shots to your computer. At the same time, when you select a folder from your computer, the photos and videos stored in it are also synchronized on your phone's storage card.

You can sync photos and videos in these formats:

- Photos: *.bmp, *.gif, *.jpeg, *.jpg, and *.png.
- Videos: *.3gp, *.3g2, *.mp4, and *.wmv.

1. On the Device panel, click Gallery, and then click the On button.

   Turning Gallery sync on means you want this category included every time you sync your computer and phone.

2. To automatically import your camera shots to your computer during synchronization, select Copy device Camera Shots to PC.

   Photos and videos from your storage card will be saved to the \My Photos\Device Camera Shots folder on your computer.

3. Select Sync PC photos & videos from, and then click Add.
4. Choose the folder on your computer that contains your multimedia files, and then click OK.

   All supported image and video files added to this folder will also be copied to your phone's storage card during synchronization.

### Calendar

Your phone can sync appointments and events with your calendar in Outlook (Outlook XP, Outlook 2003 or Outlook 2007) or Windows Calendar (for Windows Vista).

1. On the Device panel, click Calendar, and then click the On button.

Turning Calendar sync on means you want this category included every time you sync your computer and phone.

2. Select the app you want to sync calendar events with.
3. Choose the number of days of calendar events to sync. You can choose One week ago, Two weeks ago, or One month ago.
4. In cases when conflicting information are found on both the phone and computer, choose which information you want to keep.

You can only sync the following calendar event details: Event name, Event date, Start time, End time, Event location, Description, Reminder, and Repetition.

### People

Sync your phone contacts with your Outlook (Outlook XP, Outlook 2003 or Outlook 2007), Outlook Express, or Windows Contacts (for Windows Vista).

If you have contacts to sync from your SIM card, you have to import these first to your phone storage.

1. On the Device panel, click People, and then click the On button.

   Turning People sync on means you want this category included every time you sync your computer and phone.

2. Choose the app you want to sync your contacts with.
3. In cases when conflicting information are found on both the phone and computer, choose which information you want to keep.

Only the contact fields supported on your phone will be synchronized.

### Bookmarks

Sync the bookmarks inside the “HTC Bookmarks” favorites folder in your computer’s web browser with the bookmarks stored on your phone’s web browser.

1. On the Device panel, click **Bookmarks**, and then click the **On** button.

   Turning Bookmarks sync on means you want this category included every time you sync your computer and phone.

2. Choose the web browser that stores the bookmarks to sync with your phone.

- Only the web page title and URL information are synchronized.
- If you are using Firefox® and have selected it to sync with your phone, make sure to close all Firefox browser windows before you begin synchronization.
- When conflicting information are found on both the phone and computer, HTC Sync keeps the information from your computer.

### Documents

You can sync files and documents from your computer to your phone. Make sure that your phone has the app needed to open or view such files and documents.

Usually, your phone can open and view these file types: Microsoft Office 2003 and 2007 Word (.doc), Excel (.xls), and PowerPoint (.ppt), PDF files (.pdf), Text files (.txt).

You can also sync email attachments that you stored on your phone’s storage card to your computer.

To sync email attachments stored on your phone’s storage card to your computer, you must set up an Exchange ActiveSync or POP3/IMAP email account on your phone using Mail. See the Email chapter.

1. On the Device panel, click Documents, and then click the On button.

   Turning Documents sync on means you want this category included every time you sync your computer and phone.

2. To sync email attachments that you've stored on your phone's storage card, select Copy all download Mail documents to PC.

   When you sync the phone with your computer, email attachments will be saved to the \My Documents\Device documents\ folder on your computer.

3. To sync files and documents from your computer to your phone's storage card, select Sync PC documents from, and then click Add.
4. Choose a folder that contains the files you want to sync with your phone, and then click OK.

   When you sync the phone with your computer, the files and documents from your computer will be saved to the \My Documents\Documents\ folder on your phone's storage card.

## Synchronizing your phone

When you are done setting up sychronization for your selected categories, click the Sync now button.

After synchronization is complete, click Disconnect and safely remove your phone as required by your computer's operating system. The next time you connect your phone to your computer, synchronization automatically begins based on your sync options.

Always check the estimated file size of new items that you want to synchronize with your phone. You will see a warning icon beside the estimated storage usage bar when there isn't enough space left on your storage card.

## Installing apps from your computer to your phone

If you have apps (*.apk files) on your computer, you can use HTC Sync to install them to your phone. We strongly recommend that you install only those apps that you trust.

Before you begin, make sure that your phone is set to allow app from your computer to be installed to your phone. To do this, press MENU from the Home screen, tap Settings > Applications, and then select the Unknown sources check box.

1. Connect your phone to the computer with the supplied USB cable.
2. On your phone's Connect to PC screen, tap HTC Sync and then tap Done.

   HTC Sync automatically starts on your computer.
3. On the Device panel of HTC Sync, click Application installer.
4. Locate the app on your computer, and then click Open.
5. Click Done. The installation process starts on your phone.
6. Check your phone's screen to see if there are additional instructions to complete the installation.
7. After installation is complete, you can click Disconnect and safely remove your phone as required by your computer's operating system.

## Synchronizing another phone with your computer

HTC Sync can synchronize up to three phones with your computer, making your favorite music, videos, photos, and files always available to you.

Make sure that all the phones you connect with your computer and synchronize using HTC Sync are running on Android 2.1 or later.

1. Connect the other phone to your computer using the supplied USB cable.
2. On the phone's Connect to PC screen, tap **HTC Sync**, and then tap **Done**.
3. On your computer, wait for HTC Sync to recognize the other phone. When the Device setup screen opens, enter a name for the phone, and then click **Save**.
4. You can separately customize your sync settings for this phone.

   To switch between the connected phones, click **Devices** on the top left corner of the Device panel, and then click the phone's name or image.

# Email

## Using Gmail

Gmail is Google's web-based email service. Gmail is configured when you first set up your phone. Depending on your synchronization settings, Gmail on your phone is automatically synchronized with one or more Gmail accounts on the web. For more information about synchronization, see "Synchronizing with a Google Account" in the Accounts and sync chapter.

This app will auto update when there's a compatible newer version available in Android Market.

### Viewing your Gmail inbox

The Inbox conversations list is your default Gmail view. All your received email messages are delivered to your Inbox.

Gmail groups each message you send with all the responses you receive. This conversation list continues to grow as new replies arrive, so you can always see your messages in context. A new message or a change to the subject of a current message will begin a new conversation.

1. From the Home screen, tap > Gmail.
2. To scroll through the conversation list, swipe your finger up/down on the screen.

| | |
|---|---|
| 1 | Folder (or Label) and number of unread email messages. |
| 2 | Unread messages are displayed in bold. |
| 3 | Checked email. Select one or more emails to apply an action. Note: Batch operations needs to be enabled. |
| 4 | Actions for checked email(s). This will not show if there is no item selected in the inbox. |
| 5 | Starred message. Tap to add or remove the star. For more information, see “Starring a message” in this chapter. |
| 6 | Message label |
| 7 | The Google Account you are currently viewing. To view another account, see “Switching to another Google Account”. |

### Switching to another Google Account

If you have set up more than one Google Account on your phone, you can switch between accounts in Gmail. For more information on setting up Google Accounts, see “Synchronizing with a Google Account” in the Accounts and sync chapter.

1. While viewing the Inbox, clear any checked email messages.
2. Press MENU, and then tap **Accounts**.
3. Tap the account to switch to.

## Reading your messages

Depending on your notification settings, the phone plays a ringtone, vibrates, or displays the email message briefly in the status bar when you receive a new email. A new email message icon also appears on the notifications area of the status bar to notify you of a new email. For more information on email notification settings, refer to “Changing Gmail settings” later in this chapter.

For information on automatic email synchronization, see “Changing Gmail synchronization settings” in this chapter.

To refresh your inbox manually, press MENU and then tap **Refresh**.

1. Do one of the following:
   - When you receive a new email notification, press and hold the status bar, and then slide your finger down on the screen to open the Notifications panel. Tap the new email to view it.
   - While in the Inbox, tap the unread email or the conversation with the unread email to view it.
2. To scroll through the messages in the conversation, swipe your finger up/down on the screen.

| | |
|---|---|
| 1 | Message subject. |
| 2 | Message label. |
| 3 | Online status. Appears when the contact is a Google Talk friend and you are signed in to Google Talk. |

3. To manage the email message or conversation, do any of the following:

   - Tap **Archive** to remove the conversation from your Inbox while still keeping it stored in your Google Account.

     To display your archived messages, in the Inbox, press MENU and then tap **View labels** > **All Mail**.

   - Tap **Delete** to delete the conversation from your Google Account. If you delete the conversation accidentally, you can tap **Undo** in the yellow bar at the top of the screen to undelete it.
   - Tap < to see the previous, or tap > to see the next conversation in your Inbox.
   - Press MENU to see more options.

### Replying to or forwarding an email message

1. In the message thread, scroll down to the end of the conversation.
2. Tap **Reply**, **Reply to all**, or **Forward**.

3. Do one of the following:
   - If you selected **Reply** or **Reply to all**, enter your reply message.
   - If you selected **Forward**, specify the message recipients.
4. Tap **Send**.

### Muting a conversation

If you're part of a long message conversation that isn't relevant, you can 'mute' the conversation to keep all future additions out of your Inbox.

While viewing the message thread, press MENU and then tap **More** > **Mute**.

### Reporting a conversation as spam

The Gmail webmail service works hard to prevent spam (unwanted and unsolicited “junk” mail) from reaching your Inbox. But when spam makes it through, you can help improve the service by reporting the conversation as spam.

While viewing the message thread, press MENU, and then tap **More** > **Report spam**.

## Sending a message

1. From the Home screen, tap > **Gmail**.
2. In the Inbox, press MENU and then tap **Compose**.
3. Enter the message recipient’s email address in the **To** field. If you are sending the email to several recipients, separate the email addresses with a comma. You can add as many message recipients as you want.
   As you enter email addresses, any matching addresses from your contacts list are displayed. Tap a match to enter that address directly.

If you want to send a carbon copy (Cc) or a blind carbon copy (Bcc) of the email to other recipients, press MENU and then tap **Add Cc/ Bcc**.

4. Enter the email subject, and then compose your email.
5. If you want to add a picture attachment, press MENU and then tap **Attach**. Navigate to the picture you want to attach, and then tap the picture.

| | |
|---|---|
| 1 | Recipient. |
| 2 | Subject. |
| 3 | Attachment. |
| 4 | Enter your message here. |
| 5 | Tap to remove the attachment. |

6. After composing your message, tap **Send**.

While composing the message, tap **Save as draft** or press BACK to save it as a draft. To view your draft email messages, in the Inbox, press MENU and then tap **View labels** > **Drafts**.

### Adding a signature to your messages

You can add a signature to email messages that you send.

1. In the Inbox, press MENU and then tap **Settings** > **Signature**.
2. Enter your signature in the text box, and then tap **OK**.

You can create a signature consisting of multiple lines of text. At the end of each line of text, tap ↵ on the onscreen keyboard to create another line.

### Viewing your sent messages

In the Inbox, press MENU and then tap **View labels > Sent**.

## Managing conversations and messages

### Searching for messages

You can search for messages that contain one or more words in their contents or in their addresses, subjects, labels, and so on. When you search for messages, all of the messages in your Gmail account on the web are included (except those labeled Trash or Spam), not just those that you've synchronized onto your phone.

1. In the Inbox, press SEARCH.
2. Enter the word or words to search for.
3. Tap 🔍, or tap the Enter key on the onscreen keyboard.

A conversation list opens, displaying all of the conversations with messages that contain the words you searched for. The words you searched for are displayed in the title bar. You work with the conversations in this list just as you would with the conversations in your Inbox or any other conversation list.

### Starring a message

You can star an important message so that you can easily find it again. Conversations with starred messages are displayed with a star in your Inbox and other conversation lists. To view just conversations with starred messages, see "Viewing conversations by label" in this chapter.

Do one of the following:

- While reading a message, touch the star in its header.
- When viewing a conversation, touch its star to start the newest message in the conversation.

To unstar a message, touch its star again. You can also touch a star in a conversation list to unstar all messages in the conversation.

### Labeling a conversation

You can organize conversations by labeling them. Gmail has several preset labels you can use, and you can also add your own labels, using Gmail on the web.

1. While viewing the messages in a conversation, press MENU and then touch **Change labels**.
2. Select the labels that you want to assign to the conversation, and then tap **OK**.

### Viewing conversations by label

You can view a list of the conversations that have the same label.

1. When viewing your Inbox or another conversation list, press MENU, and then touch **View labels**.
2. Touch a label to view a list of conversations with that label.

The conversation list resembles your Inbox, but the label replaces “Inbox” in the title bar. You work with labeled conversations lists in the same way as with your Inbox.

### Changing Gmail synchronization settings

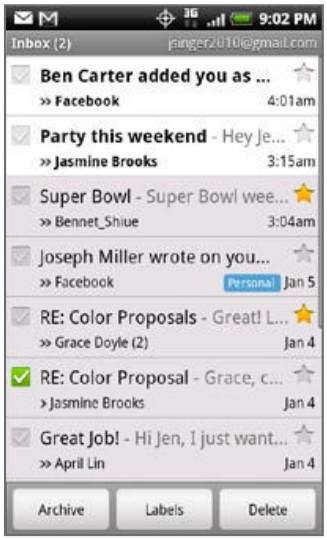
1. From the Home screen, tap > **Gmail**.
2. Press MENU, and then tap **Settings** > **Labels**.
3. To set the number of days to synchronize, tap **Number of days to sync**.

4. To set synchronization for a particular label, tap the label. You can select to synchronize the default number of days, or you can sync all or none of the label's messages.

## Working with conversations in batches

You can archive, label, delete, or perform other actions on a batch of conversations at once, in your Inbox or in another labeled list of conversations.

1. In the Inbox or other conversation list, select the check boxes for the conversations you want to work with as a batch. When you select a check box, the **Archive**, **Labels**, and **Delete** buttons are displayed at the bottom of the screen.




2. Tap the **Archive**, **Labels**, or **Delete** button to perform one of those actions on the batch of conversations, or press MENU for more options.

## Changing Gmail settings

1. From the Home screen, tap > Gmail.
2. In the Inbox, press MENU and then tap Settings.
3. Set the following options:
   - Signature. Tap to enter a signature that is appended at the end of your emails.
   - Confirm actions. Select the check box to show a confirmation box when you archive or delete a conversation.
   - Auto-advance. Set which screen opens when you delete or archive a conversation you are viewing. You can select from the messages in the next conversation, the previous conversation, or the Inbox or other conversation list you're working with.
   - Message text size. Select the size of text in the messages you read.
   - Batch operations. When selected, this adds a check box to the left of each conversation so you can add it to a batch. See "Working with conversations in batches" above.
   - Clear search history. Remove the searches you have performed.
   - Labels. Tap to select how many days and which Gmail labels to synchronize.
   - Email notifications. Select the check box to show a notification icon on the status bar when you receive a new email.
   - Tap Select ringtone if you want your phone to play a notification sound when a new email message arrives. On

the ringtone menu, select a ringtone specific to new email messages. The ringtone plays briefly when selected. If you don't want a ringtone to play when you receive a new email message, tap Silent. To confirm your ringtone selection, tap OK.

- Select Vibrate if you want your phone to vibrate when you receive a new email message.
- Notify once. Select to receive a notification from Gmail only the first time you have new email since you last read your messages, rather than each time a new message arrives.

# Using Mail

The Mail application lets you send and receive email from your webmail or other accounts, using POP3 or IMAP.

It also lets you access your Exchange ActiveSync email and other features on your phone. For information on this, see "Exchange ActiveSync email" in this chapter.

## Adding a POP3/IMAP email account

1. From the Home screen, tap > Mail.
2. Do one of the following:
   - If this is your first time to add an email account in Mail, tap Other (POP3/IMAP) on the Choose a mail provider screen.
   - If you have already added an email account in Mail, tap  on the upper-left corner, and then tap New Account. If the Choose a mail provider screen is displayed, tap Other (POP3/IMAP).

3. Enter the **Email address** and **Password** for the email account and then tap **Next**.

   If the account type you want to set up is not in the phone database, you will be asked to enter more details.

4. Enter the **Account name** and **Your name** and then tap **Finish setup**.

## Viewing your email inbox

1. From the Home screen, tap > **Mail**.
2. Tap a tab at the bottom of the screen to filter the inbox.

| | |
|---|---|
| 1 | Tap to view a different email account or add a new email account. |
| 2 | Filter tabs. See “Inbox filter tabs” for details. |
| 3 | Marked (Exchange ActiveSync only) |

| | |
|---|---|
| 4 | Meeting invitation (Exchange ActiveSync only) |
| 5 | Number of unread email messages. |

## Inbox filter tabs

### Received

Displays email messages as individual items.

### Conversations

Displays messages as conversations, grouped according to the subject line. Tap a subject in the list to show the email conversation.

### Favorites

Displays messages from your favorite contacts. To add contacts as favorites from this tab, tap **Add contact to group**, select the contacts you want to add, and then tap **Save**. For more information on contact groups, see “Contact groups” in the People chapter.

### Unread

Displays unread messages.

### Marked (Exchange ActiveSync only)

Displays all flagged messages.

### Meeting invitations (Exchange ActiveSync only)

Displays meeting invitations which you have not yet accepted or declined.

### Attachments

Displays all messages that have attachments.

#### Refreshing an email account

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

While in the account you want to synchronize, press MENU, and then tap **Refresh**.

#### Sorting email messages

1. On the email account Inbox, press MENU, and then tap **Sort**.
2. Select from the options to sort email messages by date received, priority, subject, sender, or size.

#### Deleting an email message

1. On the email account Inbox, press and hold the message you want to delete.
2. On the options menu, tap **Delete**.

#### Deleting multiple email messages

1. On the email account Inbox, press MENU and then tap **Delete**.
2. Select the messages you want to delete, and then tap **Delete**.

## Exchange ActiveSync email

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

For information on setting up an Exchange ActiveSync account, see "Synchronizing with a Microsoft Exchange ActiveSync account" in the Accounts and sync chapter.

### Setting out of the office status

You can set your Out of Office status and auto-reply message right from your phone.

1. From the Home screen, tap > **Mail**.
2. Switch to the Exchange ActiveSync account.
3. Press MENU and then tap **More > Out of the office**.
4. Tap the field below **I am currently**, and then select **Out of the office**.
5. Set the dates and times for the period when you will be out of the office.
6. Enter the auto-reply message.
7. Tap **Save**.

### Sending a meeting request

1. From the Home screen, tap > **Mail**.
2. Switch to the Exchange ActiveSync account.
3. Press MENU and then tap **More > New meeting invitation**.
4. Enter the meeting details, and then tap **Send**.

### Setting the priority for an email message

You can set the priority for an email message you send with your Exchange ActiveSync account.

1. While composing the message, press MENU.
2. Tap **Set priority**.
3. Select the priority for the message.

If you selected High or Low priority, the priority appears below the subject line of the message.

## Composing and sending an email message

1. From the Home screen, tap > **Mail**.
2. On the email account Inbox, press MENU and then tap **Compose**.
3. Fill in one or more recipients. You can:
   - Enter email addresses directly in the To field. If you're sending the email to several recipients, separate the email addresses with a comma.
     As you enter email addresses, any matching addresses from your contacts list are displayed. Tap a match to enter that address directly.
   - Tap the icon, and then select the contacts to whom you want to send the message. You can also select contact groups as recipients, or add contacts from the company directory if you have set up an Exchange ActiveSync account on your phone. When you have selected all the message recipients, tap **Done**.

If you want to send a carbon copy (Cc) or a blind carbon copy (Bcc) of the email to other recipients, press MENU, and then tap **Show Cc/Bcc**.

4. Enter the subject, and then compose your message.
5. To add an attachment, press MENU, tap Add attachment, and choose from the following options:
   - Picture. Select Camera to take a photo and attach it, or Pictures to attach a photo from your storage card.
   - Video. Select Camcorder to capture a video and attach it, or Videos to attach a video from your storage card.
   - Audio. Select Voice Recorder to make a voice recording and attach it, or Files to attach a music file or voice recording from your storage card.
   - App recommendation. Choose an application you've installed from Android Market that you want to share with others. The URL from which the application can be downloaded will be inserted to your message.
   - Location. You can attach location information. Send your current location (requires GPS to be turned on), a location stored in Footprints, or a location you pick on a map. For more information about GPS, maps, and Footprints, see the Maps and location chapter.
   - Document. Attach a PDF file or an Office document such as a text file or a spreadsheet.
6. Tap Send to send the message immediately, or tap Save as draft if you want to send it later.

To open a draft email, in the email account Inbox, press MENU, and then tap Folders > Drafts.

## Viewing and replying to an email message

1. From the Home screen, tap > Mail.
2. On the email account Inbox, tap the email you want to view.

   For an Exchange ActiveSync account, you can mark an email. To mark an email, while viewing an email, tap the white flag on the upper-right corner of the screen. The flag turns red when you mark the message.
3. Tap Reply or Reply all to reply to the email.

You can copy, look up, translate, or share text from an email message. For information on how to do this, see “Copying text, looking up information, and sharing” in the Internet chapter.

## Editing email account settings

1. From the Home screen, tap > Mail.
2. Switch to the email account you want to edit.
3. Press MENU and then tap More > Settings.
4. Select from the following settings:

   ### Account settings

   Change the email account settings such as the name, email address, password, and description.

   ### General settings

   Set the font size when reading emails, enable, disable or set the signature, set the account as the default email account, and set where to save email attachments.

Send & receive

Set the maximum email file size limit when receiving and frequency to check for new emails and how many to check for. You can also set to have emails that you send bcc'd to yourself.

Notification settings

Set email notification settings.

Delete account

Tap to delete the email account.

5. Press BACK to save your changes.

## Deleting an email account

1. From the Home screen, tap > Mail.
2. Switch to the email account you want to delete.
3. Press MENU, and then tap More > Settings > Delete account.

## Adding the Mail widget

Add the Mail widget to let you view your POP3/IMAP or Exchange ActiveSync emails on the Home screen. To learn how to add widgets, refer to "Adding a widget to your Home screen" in the Personalizing chapter.

# Calendar

## About Calendar

Use your phone's **Calendar** to create and manage your events, meetings, and appointments. You can also set up your phone to stay in sync with the following types of calendars:

- On your phone, sign in to your Google Account so you'll be able to sync your phone's Calendar with your Google Calendar online. If you have not signed in to your Google Account yet, see the Accounts and sync chapter to find out how to sign in.

You can create multiple Google Calendars only in Google Calendar on the Web. After creating them in Google Calendar on the Web, you'll be able to see them in the Calendar application on your phone.

For more information about creating and managing multiple Google Calendars, visit the Google website at the following URL: http://calendar.google.com.

- If you're using Microsoft Outlook on your computer, you can set up HTC Sync on your computer to sync Outlook Calendar with your phone's Calendar. See "Using HTC Sync" for details.
- If you have a Microsoft Exchange ActiveSync account and you have added it on your phone, you can sync your phone's Calendar with your Exchange ActiveSync calendar events. See the Email and Accounts and sync chapters for details.

# Creating a calendar event

You can create events that appear on your phone only, as well as events that sync with your Google Calendar, your computer's Outlook Calendar, or Exchange ActiveSync calendar.

1. From the Home screen, tap > Calendar.
2. On any Calendar view, press MENU and then tap New event.

When you are in the Month or Agenda view, you can also tap at the bottom-right of the screen to create a new event.

3. If you have more than one calendar, select a calendar in which to add the event:
   - Select your Google Account to create a Google Calendar event. If you have several Google Calendars on the Web, select one in which to add your event.
   - Select PC Sync to create an event on your phone that you could later sync with your computer's Outlook Calendar.
   - Select Exchange to create an Exchange ActiveSync calendar event.
4. Enter a name for the event.
5. To specify the date and time of the event, do one of the following:
   - If there is a time frame for the event, tap the From and To date and time to set them.
   - If it is a special occasion such as a birthday or a whole-day event, set the From and To date, then select the All day check box.
6. Enter the event location and description.
7. Set the reminder time.

You can add another reminder time in a Google Calendar event. Press MENU and then tap **Add reminder**.

8. If the event occurs on a regular basis, tap the **Repetition** box and then choose how often the event occurs.
9. Tap **Save**.

## Inviting guests to your event (Google Account only)

If you want to invite guests to your event, you need to create and add the event in your Google Calendar. An invitation email will be sent to your guests using your Google Account.

1. Open Calendar and create a new event. Tap the **Calendar** field and then select your Google Account (or one of your other Google Calendars). For the steps, see "Creating a calendar event".
2. Add details about the event, such as date and time, location, and more.
3. In the **Guests** field, enter the email addresses of everyone you want to invite to the event. Separate multiple addresses with commas ( , ).

   If the people to whom you send invitations use Google Calendar, they'll receive an invitation in Calendar and by email.
4. Tap **Save** to add the event to your Google Calendar.

### Sending a meeting request using Calendar (Exchange ActiveSync only)

If you have an Exchange ActiveSync account set up on your phone, you can use Calendar to create a meeting appointment and send a meeting request email to the people you want to invite to your meeting.

1. Open Calendar and create a new event. Tap the **Calendar** field and then select **Exchange**. For the steps, see "Creating a calendar event".
2. Add details about the meeting, such as date and time, location, and more.
3. Press MENU and then tap **Meeting Invitation**.
4. Tap and choose attendees from your contacts or Company Directory.
5. Enter your message and then tap **Send**.
6. Tap **Save** to add the meeting appointment to your Exchange ActiveSync Calendar.

## Changing calendar views

When you open Calendar, it displays the Month view by default. You can also display the Calendar in Agenda, Day, or Week view. To change between calendar views, press MENU, and then choose the type of view that you want.

## Month view

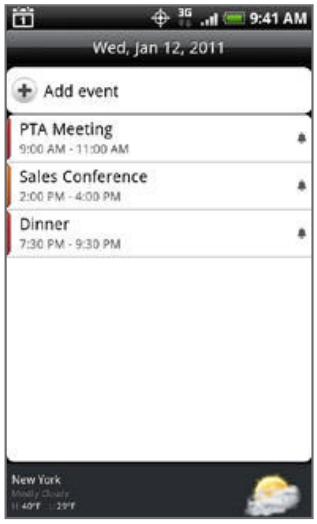
In Month view, you'll see markers on days that have events.

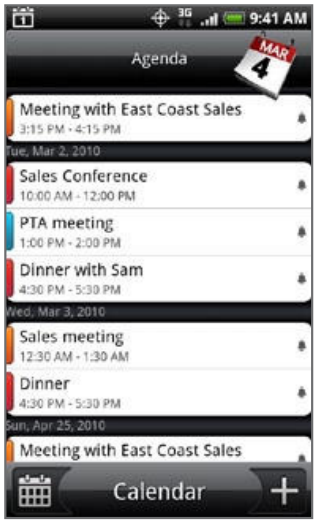
When in Month view:

- Tap on the bottom left of the screen to switch to Agenda view. Tap on the bottom right to create a new event.
- Tap a day to view the events of that day.
- Press and hold a day to open an options menu from which you can also choose to create an event or switch to either Day or Agenda view.
- Slide your finger up or down the screen to view earlier or later months.

## Day and Agenda views

Day view displays a list of the events of one day and also shows weather information at the bottom of the screen when you're viewing events of the current day. Agenda view shows a list of all your events in chronological order.



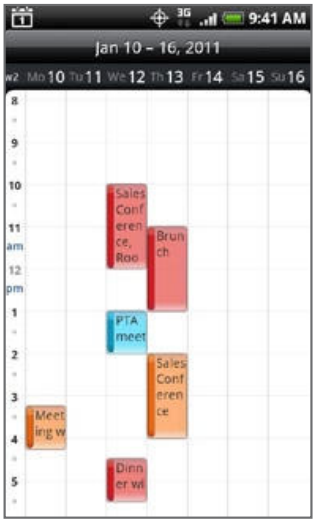

The color bars on the left side of the events indicate the type of calendar in which the event is part of. To find out what each color represents, press MENU and then tap More > Calendars.

When in Day view, slide left or right across the screen to view earlier or later days.

- In Day view, the weather information appears only if the event is within the five-day forecast of the Weather application.
- Weather information does not appear in Day view when you change Day view to display as a time list. See "Changing Calendar settings" for details.

## Week view

Week view displays a chart of the events of one week.




When in Week view:

- You can press and hold on a time slot to create a new event at that time.
- Tap an event to view its details.
- Slide left or right across the screen to view earlier or later weeks.

In a crowded Week view, it may be easier to select an event by pressing the navigation keys on the slide-out keyboard. Then press the Enter key to view details about the selected event.

# Viewing, editing or deleting an event

You can view, edit, or delete events you created. You can also view event invitations that other people sent to you.

## Viewing and editing an event

1. From the Home screen, tap > Calendar.
2. In Month view, tap the day when the event takes place, and then tap the event to open it.

   The Event details screen then opens and shows the summary of the event.
3. When viewing the event summary, you can do the following:
   - Find the event's location in Maps.
   - If it's a Google Calendar or Exchange ActiveSync calendar event, check the participants of the event.
   - Change the reminder time.
   - If it's a Google Calendar event, respond whether you'll attend the event.
   - Press the BACK button on your phone to save changes you made on the Event details screen.
4. To edit more details about the event, press MENU while you're on the Event details screen and then tap Edit event.
5. Make your changes to the event.
6. When you're done editing, scroll down to the bottom of the screen and then tap Save.

### Deleting an event

There are a number of ways to delete an event.

- While viewing the summary of an event on the Event details screen, press MENU and then tap **Delete event**.
- In Day, Agenda or Week view, press and hold an event and then tap **Delete event**.
- When editing an event, scroll down to the bottom of screen and then tap **Delete**.

  If the event repeats, you'll be asked whether you want to delete just that occurrence, this and all future occurrences, or all past and future occurrences in your Calendar.

## Calendar 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.

### Viewing, dismissing, or snoozing event reminders

1. Tap the status bar, then slide your finger down the screen to open the Notifications panel.
2. Do one of the following:
   - Tap **Clear** to dismiss event reminders and all other notifications. Other types of notifications such as new messages and missed calls will also be deleted.

- After sliding open the Notifications panel, tap the calendar event reminder. You'll then see a list of all pending event reminders. Tap Snooze all to snooze all event reminders for five minutes, or tap Dismiss all to dismiss all event reminders.
- Press BACK to keep the reminders pending in the notifications area of the status bar.

# Displaying and synchronizing calendars

You can select which calendars to show or hide on your phone's Calendar, and which ones to keep synchronized.

## Showing or hiding calendars

In any Calendar view, press MENU , tap More > Calendars, and then select or clear a calendar to show or hide it. Tap All calendars to display all calendars.

The calendars are kept synchronized on your phone, whether or not you hide them.

## Choosing which Google Calendars are synchronized on your phone

You can choose which Google Calendars to keep synchronized on your phone or which ones to stop synchronizing.

### Stop synchronizing a Google Calendar

1. In any Calendar view, press MENU and then tap More > Calendars.
2. Press MENU again and then tap Remove calendars.
3. Select a Google Calendar to remove from your calendars list, and then tap OK.

4. Press BACK to update Calendar with the new changes and return to the Calendar view you were viewing.

The calendars that you remove from your calendars list will no longer be synchronized on your phone, but you remain subscribed to them and can work with them in Google Calendar on the Web.

### Adding a Google Calendar to sync with

Only the calendars that you've created or subscribed to on the Web, but previously removed from your calendars list, are shown in the list of calendars that you can add.

1. In any Calendar view, press MENU and then tap **More > Calendars**.
2. Press MENU again and then tap **Add calendars**.
3. Select a Google Calendar to add to your calendars list, and then tap **OK**.
4. Press BACK to update Calendar with the new changes and return to the Calendar view you were viewing.

## Changing Calendar settings

You can change Calendar's settings to specify how it displays events and how it notifies you of upcoming events. In any Calendar view, press MENU and then tap **More > Settings** to access Calendar's settings.

### Reminder settings

Choose how you want Calendar to issue event reminders when there are upcoming events.

### All calendars

Select this check box to use the same event reminder settings for all types of calendars. If you clear this check box, you can set different reminder settings for each calendar.

### Set alerts & notifications

Configure event reminders to open an alert, send you a notification, or turn off event notifications on your phone.

### Default reminder time

Choose how soon before an event you want to be notified.

### Select ringtone

Choose a ringtone to sound when you receive an event reminder.

### Vibrate

Choose whether you want your phone to vibrate when you receive an event notification.

### Hide declined events

Choose whether to show or hide events to which you've declined invitations.

## Calendar view settings

Choose what appears in Calendar when opened and what's shown in Day, Week, and Month views.

### Start in

Choose the default Calendar view that is displayed when you open Calendar.

### Day views

Choose whether to display Day view in the form of an event list or time list.

### First day of week

Set the Month and Week views to start on a Sunday or Monday.

### Include weather

Make sure this check box is selected so that weather information is shown in Day view's event list.

### City

By default, Day view displays your current location's weather. You can change it to display the weather of another city.

## Sending a vCalendar

You can send a calendar event as a vCalendar to someone's phone or your computer using Bluetooth. You can also send it as a file attachment with your message.

1. From the Home screen, tap > Calendar
2. In Month view, tap the day when the event takes place.
3. Press and hold the calendar event you want to send, and then tap **Share vCalendar**.
4. Choose whether to send the event using Bluetooth or send it by email or MMS (Message).

5. If you chose to send using Bluetooth, in the next few steps, you'll be asked to turn on Bluetooth on your phone and connect to the receiving Bluetooth device so the vCalendar can be sent. Follow the steps in "Sending information from your phone to another device" in the Bluetooth chapter.

   If you chose to send by email, a new message screen opens and automatically includes the vCalendar as an attachment. Your default email account that's selected in the Mail application will be used to send. For more information about using the Mail application, see the Email chapter.

   If you chose to send by multimedia message (Message), a new message screen opens and automatically includes the vCalendar as an attachment. For more information about sending a multimedia message, see the Messages chapter.

## About the Calendar widget

There's a Calendar widget available that you can add to your Home screen, and it comes in different calendar views. Tapping a day or event on the widget brings you to the Calendar application.

To find out how you can add a widget, see "Personalizing your Home screen with widgets" in the Personalizing chapter.

# Clock and Weather

## About the HTC Clock widget

The HTC Clock widget that's by default added on the Home screen shows your current date, time, and location. You can tap the weather image on this widget to open the Weather application and check for more weather forecasts. See "Checking weather" for details.

The HTC Clock widget comes in a variety of looks and designs. You can add another clock widget to the extended Home screen, if you want to have another clock that shows the time of another city. To find out how you can add a widget, see "Personalizing your Home screen with widgets" in the Personalizing chapter.

# About the Clock application

The **Clock** application is more than just a regular date and time clock. It functions as a desk clock that shows the date, time, and weather information, and it can turn into a night clock or screensaver. It has a world clock that shows you the current time in several locations across the globe. There's also an alarm clock, stopwatch, and countdown timer.

To open the Clock application:

- From the Home screen, tap the HTC Clock widget.
- You can also press HOME, and then tap > **Clock**.

Tap the tabs at the bottom row or slide your finger across the tabs to switch between the different functions of the Clock application.

| | |
|---|---|
| 1 | Desk Clock tab |
| 2 | World Clock tab |
| 3 | Alarm Clock tab |
| 4 | Stopwatch tab |
| 5 | Timer tab |

## Using Desk Clock

Opening the Clock application brings you directly to the Desk Clock screen.

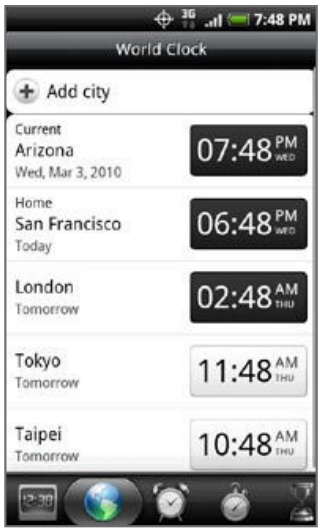
The Desk Clock displays the current date, time, and weather, an alarm clock indicator, and a battery charging indicator. You can dim the screen to show only the time and date on the Desk Clock.

| | |
|---|---|
| 1 | The alarm clock indicator shows whether the alarm clock is on or off. To find out how to turn on and set the alarm clock, see “Setting the alarm clock“. |
| 2 | Below the date and time, you’ll see the weather information of your current location. Tapping the weather information brings you to the Weather application where you can see weather forecasts of the next few days. See “Checking weather” for more information about the Weather application. |
| 3 | The battery charging indicator shows the battery charge level. You’ll see it only when your phone is plugged with the power adapter or connected to your computer. |
| 4 | Tap this button to dim the screen and display only the time and date on the Desk Clock. To light up the screen again, tap anywhere on the screen or press the BACK button on your phone. |
| 5 | Tap this button to dim the screen and go into screensaver mode. When in screensaver mode, the time and date will change position on the screen after every few minutes. To light up the screen again, tap anywhere on the screen or press the BACK button on your phone. |

You can change the Desk Clock screen to display the date and time of another time zone. To find out how to select a different time zone, see “Setting the time zone, date, and time”.

# Using World Clock

Use the Clock application's World Clock screen to check the current time in several places around the globe simultaneously. You can also set your home city, add more cities to the world clock list, and manually set your time zone, date, and time.




## Setting your home city

1. From the Home screen, tap the HTC Clock widget.
2. Tap the **World Clock** tab.
3. Press MENU and then tap **Home settings**.
4. Enter your home city's name. As you enter letters, the list is filtered to show matching cities and countries.
5. Scroll through the list and tap your home city.

## Setting the time zone, date, and time

To set the time zone, date, and time on your phone manually, you need to turn off auto time synchronization first.

1. From the Home screen, tap the HTC Clock widget.
2. Tap the **World Clock** tab.
3. Press MENU and then tap **Local time settings** to open the Date & time settings screen.
4. Clear the **Automatic** check box.
5. Tap **Select time zone**. Scroll through the list and then tap the time zone that you want.
6. To change the date, tap **Set date**. Adjust the date by rolling the day, month, and year scroll wheels onscreen and then tap **OK**.
7. To change the time, tap **Set time**. Adjust the time by rolling the hour and minute scroll wheels onscreen and then tap **OK**.
8. Tap the **Use 24-hour format** check box to toggle between using a 12-hour or a 24-hour time format.
9. Tap **Select date format** then select how you want dates to be displayed. (The selected date format also applies to the date displayed in the alarm clock.)

From the Home screen, you can also press MENU and then tap **Settings > Date & time** to open the Date & time settings screen.

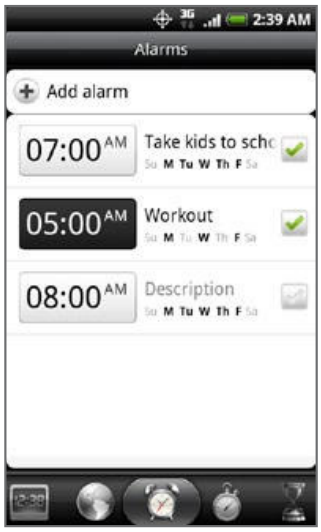
### Adding a city to the World Clock screen

Add more cities to the World Clock screen so you can instantly check the date and time in these cities. In addition to the current and home cities, the World Clock screen can display up to 15 cities.

1. From the Home screen, tap the HTC Clock widget.
2. Tap the **World Clock** tab.
3. Tap **Add city**. Enter the city name you want to add. As you enter letters, the list is filtered to show matching cities and countries.
4. Scroll through the matching list and tap the city that you want to add.

## Setting the alarm clock

You can use the Clock application's Alarms screen to set up one or more wake-up alarms.



## Setting an alarm

1. From the Home screen, tap the HTC Clock widget.
2. Tap the **Alarms** tab.
3. Select the check box of an alarm, and then tap that alarm.
4. On the Set alarm screen, drag your finger up or down to roll the time scroll wheels and set the alarm time.
5. Scroll through the Set alarms screen to see all the available alarm options. You can:
   - Enter the alarm **Description** and choose the **Alarm sound** to use.
   - Tap **Repeat**. Select what days of the week to sound the alarm and then tap **OK**.
   - Select the **Vibrate** check box if you want your phone to also vibrate when the alarm goes off.
6. When you've finished setting the alarm, tap **Done**.

- To turn off an alarm, tap to clear the check box of the alarm.
- If you need to set more than three alarms, press MENU while you're on the Alarms screen and then tap **Add alarm**.

## Deleting an alarm

1. From the Home screen, tap the HTC Clock widget.
2. Tap the **Alarms** tab.
3. On the **Alarms** screen, press MENU and then tap **Delete**.
4. Select the alarms you want to delete and then tap **Delete**.

## Changing alarm sound settings

If you've set one or more alarms, you can change their settings such as the alarm volume, how long to snooze the alarm, and more.

1. From the Home screen, tap the HTC Clock widget.
2. Tap the Alarms tab.
3. On the Alarms screen, press MENU and then tap Settings. You can change the following settings:

### Alarm in silent mode

This option is selected by default, which allows the alarm to sound even when your phone's volume is set to silent mode. Clear this check box if you want to silence the alarm when the volume is in silent mode.

### Alarm volume

Set the volume level that you want for the alarm.

### Snooze duration

Set how long to snooze between alarms.

### Side button behavior

Choose what happens to the alarm when pressing the side button (VOLUME UP/DOWN) of your phone. You can set the button to snooze, dismiss the alarm, or disable the button.

The side button works only when the phone's screen is not locked. While on the lock screen, tap the onscreen Snooze button to snooze, or slide down the screen to dismiss the alarm.

# Checking weather

If you consented to turn location service on when you were setting up your phone for the first time, you'll see the weather of your current location right on the HTC Clock widget of your Home screen.

You can also use the Weather application to check the current weather and weather forecasts for the next four days of the week. In addition to your current location's weather, this application also displays the weather forecasts of other cities around the globe.

If you declined to turn location service on during first-time setup of your phone, turn location service on in your phone's settings so that you'll be able to check your current location's weather on the HTC Clock widget, Weather application, and the Weather widget. From the Home screen, press MENU, tap Settings > Location, and then select the service to use for determining your location.

1. Connect to the Internet using your phone's Wi-Fi or data connection. To find out how, see the Internet chapter.
2. From the Home screen, tap > Weather.
3. On the Weather screen, you'll first see your current location's weather. To check the weather in other cities, swipe your finger up or down the screen.

4. The Weather application automatically downloads and displays the latest weather updates. You can also download the most recent weather anytime by tapping .
5. To see more weather details on the Web, tap **Weather** at the bottom center of the Weather screen.

## Adding a city to the Weather screen

Add more cities to the Weather screen so you can instantly check the weather forecasts in these cities. In addition to your current location, the Weather screen can display up to 15 cities.

1. From the Home screen, tap > **Weather**.
2. On the Weather screen, tap .
3. Enter the location you want to add on the text field. As you enter text, the list is filtered to show the possible locations based on the letters you entered.
4. Tap the desired city to select it.

## Changing the order of cities on the Weather screen

1. From the Home screen, tap > **Weather**.
2. On the Weather screen, press MENU and then tap **Rearrange**.
3. Press and hold at the end of the item you want to move. When the row is highlighted in green, drag it to its new position, then release.
4. Tap **Done**.

## Deleting cities from the Weather screen

1. From the Home screen, tap > **Weather**.
2. On the **Weather** screen, press MENU and then tap **Delete**.
3. Select the cities you want to remove and then tap **Delete**.

## Changing weather options

1. From the Home screen, tap > **Weather**.
2. On the **Weather** screen, press MENU and then tap **Settings**.
3. You can change the following weather settings:
   - Select or clear the **Update automatically** check box, depending on whether you want your phone to automatically download weather updates.
   - To set an auto update schedule, tap **Update frequency** and choose a schedule.
   - Tap **Temperature scale** to choose whether to display weather in Celsius or Fahrenheit.

# About the Weather widget

Use the Weather widget to instantly check weather forecasts of your current location and other cities without having to open the Weather application.

The Weather widget comes in different looks and styles. You can add this widget to the Home screen, if it's not yet added. To find out how you can add a widget, see "Personalizing your Home screen with widgets" in the Personalizing chapter.

# Internet

## Data connection

Settings for connecting to the U.S. Cellular data network are already preconfigured on your device, and your device is ready to connect to the Internet.

### Turning the data connection on or off

Turning your data connection off can help optimize your battery life. It can also save money on data charges. However, when your data connection is turned off, you may not always receive automatic updates to your email, social network accounts, and other synchronized information.

1. From the Home screen, press MENU and then tap Settings > Wireless & networks.
2. Select the Mobile network check box to turn on the data connection; clear the check box to turn off the data connection.

### Enabling data roaming

Data roaming lets you connect to U.S. Cellular's partner networks and access data services when you are out of U.S. Cellular's coverage area.

1. From the Home screen, press MENU and then tap Settings > Wireless & networks.
2. Tap Mobile networks and then select the Data roaming check box.

Accessing data services while roaming may incur significant charges. Inquire about the data roaming tariffs with U.S. Cellular before enabling data roaming.

### Selecting the network to connect to when roaming

Your phone is set to Global mode and we've designed it to automatically search for the appropriate network in your location (CDMA or GSM) and then connect to it.

1. From the Home screen, press MENU, and then tap Settings.
2. Tap Wireless & networks > Mobile networks > Preferred network, and then select Global Mode, CDMA Mode or GSM / UMTS Mode.
3. If you selected GSM / UMTS Mode, you can choose to connect to:
   - GSM / UMTS Dual. Your phone automatically connects to a 2G or 3G network, whichever is available.
   - GSM only. Your phone connects only to the 2G (GPRS or EDGE) network. Choose this option when you don't need fast data connection. Your phone will also use less power if you choose this option.
   - UMTS only. Your phone connects only to the 3G network. Choose this option when you need fast data connection. Your phone will also use more power if you choose this option.

## Wi-Fi

Wi-Fi provides wireless Internet access over distances of up to 300 feet (100 meters). To use Wi-Fi on your phone, you need access to a wireless access point or "hotspot".

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

## Turning Wi-Fi on and connecting to a wireless network

1. From the Home screen, press MENU, and then tap **Settings** > **Wireless & networks**.
2. Select the **Wi-Fi** check box to turn Wi-Fi on. The phone will scan for available wireless networks.
3. Tap **Wi-Fi settings**. The network names and security settings of detected Wi-Fi networks are displayed in the Wi-Fi networks section.
4. Tap a Wi-Fi network to connect. If you selected an open network, you will be automatically connected to the network. If you selected a network that is secured with WEP, enter the key and then tap **Connect**.

   Depending on the network type and its security settings, you may also need to enter more information or choose a security certificate.

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 (number of bands that light up). If **Network notification** in Wi-Fi settings is enabled, this icon appears in the status bar whenever the phone detects an available wireless network within range.

The next time your phone connects to a previously accessed secured wireless network, you will not be prompted to enter the key or other security information again, unless you reset your phone to its factory default settings.

## Connecting to a Wi-Fi network with EAP-TLS security

You may need to install a network certificate (.p12) to your phone before you can connect to a Wi-Fi network with EAP-TLS authentication protocol. Ask the Wi-Fi network administrator where you can get or download the network certificate.

1. Save the certificate file to the root folder of the storage card.
2. From the Home screen, press MENU, and then tap **Settings** > **Security**.
3. Tap **Install from SD card**.
4. Select the network certificate needed to connect to the EAP-TLS network.
5. Follow the steps in the previous section to connect to the Wi-Fi network.

## Checking the wireless network status

1. From the Home screen, press MENU and then tap **Settings** > **Wireless & networks**.
2. On the Wireless & networks screen, tap **Wi-Fi settings**, and then tap the wireless network that the phone is currently connected to.

A message box is then displayed showing the Wi-Fi network name, status, speed, signal strength, and more.

If you want to remove the wireless network settings on your phone, tap **Forget** on this window. You need to enter the settings again if you want to connect to this wireless network.

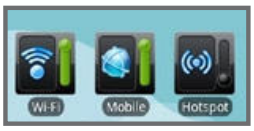
### Connecting to another Wi-Fi network

1. On the Wireless & networks screen, tap **Wi-Fi settings**. Detected Wi-Fi networks are displayed in the Wi-Fi networks section. To manually scan for available Wi-Fi networks, on the Wi-Fi settings screen, press MENU and then tap **Scan**.
2. Tap another Wi-Fi network to connect to it.

If the wireless network you want to connect to is not in the list of detected networks, scroll down the screen, then tap **Add Wi-Fi network**. Enter the wireless network settings, and then tap **Save**.

## Adding the mobile connection and Wi-Fi widgets

Add the mobile connection and/or Wi-Fi widget to the Home screen to make it faster for you to turn on or off these connections. Tap the widget to turn on or off the connection.




To learn how to add widgets, refer to “Adding a widget to your Home screen” in the Personalizing chapter.

# Connecting to a virtual private network (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.

## Preparing 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 and/or install security certificates before you can connect to your company's local network. You can get this information from your network administrator.

Also, your phone must first establish a Wi-Fi or data connection before you can initiate a VPN connection. For information about setting up and using these connections on your phone, see "Data connection" and "Wi-Fi" in this chapter.

### Setting 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.

1. From the Home screen, press MENU, tap **Settings** > **Security**, and then tap **Set password**.
2. Enter a new password (at least 8 characters without any spaces) for the credential storage, scroll down and confirm the password, and then tap **OK**.
3. Select the **Use secure credentials** check box.

You can then download and install the certificates needed to access your local network Your network administrator can tell you how to do this.

## Adding a VPN connection

1. From the Home screen, press MENU, and then tap Settings > Wireless & networks > VPN settings.
2. Tap Add VPN, and then tap the type of VPN you want to add.
3. Tap the VPN settings and set them up according to the security details you have obtained from your network administrator.
4. When finished, press MENU, and then tap Save.

The VPN is then added to the VPNs section of the VPN settings screen.

## Connecting to a VPN

1. From the Home screen, press MENU, and then tap Settings > Wireless & networks > VPN settings.
2. In the VPNs section, tap the VPN that you want to connect to.
3. When prompted, enter your log in credentials, and then tap Connect.
   When you are connected, the VPN connected icon appears in the notification area of the title bar.
4. Open the web browser to access resources such as intranet sites on your corporate network. See “Using your phone’s web browser” for more information.

## Disconnecting from a VPN

1. Press and hold the title bar, and then slide down your finger to open the Notifications panel.
2. Tap the VPN connection to return to the VPN settings screen, and then tap the VPN connection to disconnect from it.

When your phone has disconnected from the VPN, the VPN disconnected icon is displayed in the notification area of the title bar.

# Using your phone's web browser

Open the web browser to start surfing the web. The browser is fully optimized and comes with advanced features that let you enjoy Internet browsing on your phone.

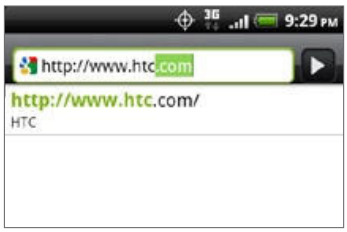
You must have an active data connection or Wi-Fi connection to access the Internet.

## Opening the browser

From the Home screen, tap > **Internet**.

## Going to a web page

1. On the browser screen, press MENU and then tap the URL field on top of the screen.
2. Enter the web page address using the keyboard. As you enter the address, matching web page addresses will appear on the screen. Tap an address to go directly to that web page or continue entering the web page address.




3. Tap the Enter key on the onscreen keyboard.

## Setting your home page

1. From the Home screen, tap > **Internet**.
2. Press MENU, and then tap **More** > **Settings** > **Set home page**.

3. On the Set home page screen, select the home page you want to use.

## Changing the screen orientation

The phone automatically changes the screen orientation depending on how you are holding your phone.

The **Auto-rotate screen** check box in **HOME > MENU > Settings > Display** needs to be selected for the screen orientation to automatically change.

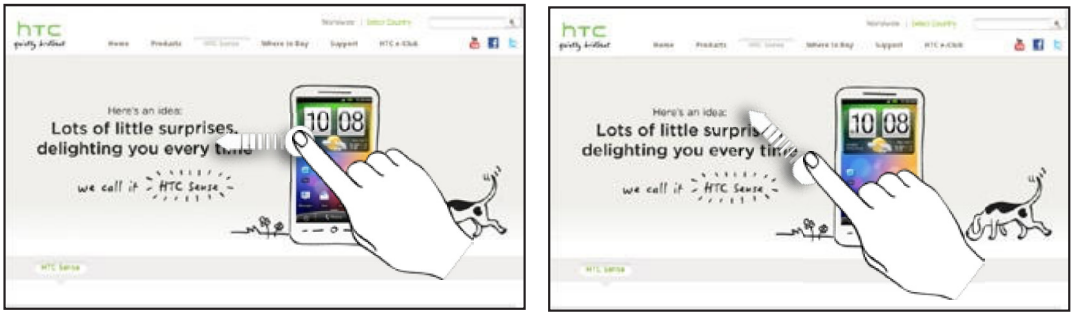
## Browsing full versions of all web sites

Some web sites display a mobile version of their pages to phone web browsers. You can choose to view the full version of all pages, even for these sites.

1. From the Home screen, tap > **Internet**.
2. Press MENU, tap **More > Settings**, and then clear the **Mobile view** check box.

## Navigating on a web page

You can swipe your finger on the screen or press the navigation keys on the slide-out keyboard to navigate and view other areas of the web page.



## Zooming in or out on a web page

Tap the screen twice quickly to zoom in, then tap the screen twice quickly again to zoom out. You can also use your fingers to spread or pinch the screen to zoom in and out.

## Selecting a link in a web page

You can tap a link with your finger to open it, or press and hold a link for more options.

| Link | What to do |
|---|---|
| Web page address (URLs) | ▪ Tap the link to open the web page.<br>▪ Press and hold the link to open a menu that allows you to open, bookmark, copy to the clipboard, or share the link via email. |
| Email address | ▪ Tap to send an email message to the email address.<br>▪ Press and hold, then tap Copy on the menu to copy the email address to the clipboard. You can paste the email address later when creating a new contact or sending a new email message. |

The browser also recognizes some phone numbers and addresses that allow you to call the phone number or locate the address in Google Maps. When you navigate to a recognized phone number or address, it is highlighted.

| Link | What to do |
|---|---|
| Location address | Tap the address to locate the address using Google Maps. |
| Phone number | Tap to open the phone dialer to call the phone number. |

You can also navigate to a link on a web page and select it using the navigation and Enter keys on the slide-out keyboard. This is

particularly useful when viewing text and links at a small size. Links are enclosed in a colored box when selected.

After selecting a link with the navigation keys, you can press the Enter key to open the link, or press and hold the link with your finger for more options.

## Opening a new browser window

Open multiple browser windows to make it easier for you to switch from one web site to another. You can open up to 4 browser windows.

1. While viewing a web page, press MENU and then tap **Windows**.
2. Tap the "+" button.

A new browser window opens and goes to the home page that is set.

## Switching between browser windows

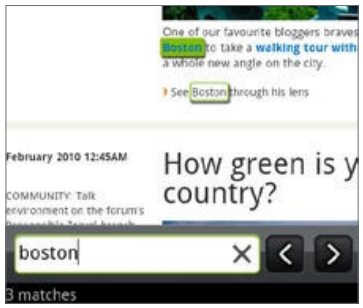
1. While viewing a web page, press MENU and then tap **Windows**.
2. Select the browser window you want to view by sliding your finger on the screen from right to left.

You can also do the following:

| | |
|---|---|
| 1 | Tap a webpage to display it in full screen. |
| 2 | Tap ✕ to close a webpage. |

## Finding text within a web page

1. While viewing a web page, press MENU and then tap **More** > **Find on page**.
2. Enter the search item. As you enter characters, matching characters will be highlighted. Tap the left or right arrow to go to the previous or next matching item.



## Downloading applications from the web

Before you can download applications from the web, you must first enable downloading from the phone settings.

1. From the Home screen, press MENU, and then tap Settings > Applications.
2. Select the Unknown sources check box.
3. When the Attention dialog box opens, tap OK.

All downloaded applications are saved to the storage card. Before you download an application from the web, make sure that you have installed a storage card on your phone. For information on how to install a storage card, refer to the Basics chapter.

Applications downloaded from the web can be from unknown sources. To protect your phone and personal data, download applications only from trusted sources such as Android Market. Refer to “Finding and installing apps from Android Market” in the More apps chapter for details.

### Viewing your downloads

While viewing a web page, press MENU and then tap More > Downloads.

## Copying text, looking up information, and sharing

You can select text and then:

- Copy it.
- Look it up on Wikipedia or Google Dictionary.
- Get a translation of the text from Google Translate.
- Share the text in a new email, text, or multimedia message or in your status update on a social network.

## Selecting text

1. Press and hold on a word.

To select text in a link, press and hold the link, and then tap **Copy text**.

2. Drag the start and end markers to highlight the surrounding text you want to select.

| | |
|---|---|
| 1 | Tap to copy, search/translate, or share the text. |
| 2 | Start and end markers. Drag to increase or decrease the text selection area. |

When you select a larger block of text, the appearance of the markers changes. You can drag these markers up or down to select multiple paragraphs of text.

### Copying and pasting text

1. After you have selected the text you want to copy, tap . The selected text is then copied to the clipboard.
2. In a text entry field (for example while composing a message), press and hold at the point where you want to paste the text.
3. Tap **Paste**.

### Searching or translating text

1. After you have selected the text you want to search or translate, tap .
2. Tap one of the following tabs:

   **Wikipedia**. Look for related information on Wikipedia, based on the text that you selected.

   **Google Translate**. Translate the text to another language.

   **Google Dictionary**. Look up the selected text in the dictionary.

### Pasting text in a new message or social network status update

1. After you have selected the text you want to share, tap .
2. Select an option to paste the selected text in a new email, text or multimedia message or in your status update on a social network such as Twitter. See the Email, Messages, and Social chapters for more information on using these features.

## Viewing bookmarks and previously visited pages

You can store as many bookmarks as you want on your phone. You can also access a convenient History list of the sites you have visited, or quickly view the pages that you access most often.

### Bookmarking a web page

1. While viewing a web page, press MENU, and then tap **Add bookmark**. The New bookmark screen opens.
2. Edit the bookmark name if needed, and then tap **Done**.

### Opening a bookmark

1. From the Home screen, tap > **Internet**.
2. Press MENU, and then tap **Bookmarks**.
3. On the Bookmarks tab , navigate to the bookmark you want to open, and then tap it.

### Editing a bookmark

1. From the Home screen, tap > **Internet**.
2. Press MENU, and then tap **Bookmarks**.
3. On the Bookmarks tab , press MENU and then tap **Edit**.
4. Tap the bookmark you want to edit.
5. Enter your changes, and then tap **Done**.

### Viewing a previously visited page

1. From the Home screen, tap > **Internet**.
2. Press MENU, and then tap **Bookmarks**.
3. On the History tab , navigate to the page you want to view and then tap the page.

### Clearing the list of previously visited pages

1. From the Home screen, tap > **Internet**.
2. Press MENU, and then tap **Bookmarks**.
3. On the History tab , press MENU, and then tap **Clear history**.

### Viewing a page that you often visit

1. From the Home screen, tap > **Internet**.
2. Press MENU, and then tap **Bookmarks**.
3. On the Most Visited tab , navigate to the page you want to view, and then tap the page.

### Clearing the list of most visited pages

1. From the Home screen, tap > **Internet**.
2. Press MENU, and then tap **Bookmarks**.
3. On the Most Visited tab , press MENU, and then tap **Clear all**.

### Changing the view of bookmarks or most visited pages

1. From the Home screen, tap > **Internet**.
2. Press MENU, and then tap **Bookmarks**.
3. On the Bookmarks tab or the Most visited tab , press MENU, and then tap **Thumbnails**, **List**, or **Grid** to change the view. For example, if you are in Thumbnails view and you want to view bookmarks in a grid, press MENU > **List**, and then press MENU > **Grid**.

## Setting browser options

Customize the web browser to suit your browsing lifestyle. Set display, privacy, and security options when using the web browser.

1. From the Home screen, tap > **Internet**.
2. Press MENU, and then tap **More > Settings**.

# Wi-Fi Hotspot

Use your phone as a wireless hotspot for up to five Wi-Fi enabled devices with the Wi-Fi Mobile Hotspot app.

1. From the Home screen, tap > Wi-Fi Hotspot.
2. The first time you open Wi-Fi Mobile Hotspot, a brief introduction describing the application is displayed. Tap OK.
3. Enter a Router name (SSID) to easily identify your phone's Wi-Fi network, or use the default name.

   SECURITY WARNING: This device allows you to create a Wi-Fi Mobile Hotspot wireless network, which may be accessible by unauthorized users. It is strongly recommended that you use a password to help protect your network.

4. Under Security, select the security protocol you want to use from the list, or select None to create an unsecured Wi-Fi hotspot.
5. Enter a WEP key to use to secure the Wi-Fi network, or use the provided default WEP key. The WEP key must be 10 digits long.
6. Tap Portable Wi-Fi Hotspot to enable your phone as a wireless router. The Wi-Fi Hotspot icon ( ) appears in the status bar and a screen displays instructions for connecting your computer. Follow the instructions to connect your computer or other device to your phone's Wi-Fi hotspot.

You can also enable and configure the Wi-Fi Hotspot in Settings. From the Home screen, press MENU, and then tap Settings > Wireless & networks. Tap Portable Wi-Fi Hotspot to enable or disable your phone as a Wi-Fi hotspot, or tap Portable Wi-Fi Hotspot settings to configure Wi-Fi hotspot settings.

Wi-Fi Hotspot is subject to activation and additional service charges.

# Bluetooth

## Using Bluetooth

Bluetooth is a short-range wireless communications technology that allows devices to exchange information over a distance of about eight meters without requiring a physical connection.

Bluetooth on your phone supports the following profiles:

- GAP (generic access profile)
- SPP (serial port profile)
- OPP (object push profile)
- GOEP (generic object exchange profile)
- HSP (headset profile)
- HFP (handsfree profile)
- A2DP (advanced audio distribution profile)
- AVRCP (audio/video remote control profile)
- Service Discovery Application Profile
- FTP (file transfer profile)
- DUN (dialup network profile)
- PBAP (phone book access profile)

Turn off Bluetooth when not in use to conserve battery power, or in places where using a wireless device is prohibited, such as on board an aircraft and in hospitals.

### Turning Bluetooth on or off

1. From the Home screen, press MENU, and then tap **Settings** > **Wireless & networks**.
2. Select or clear the **Bluetooth** check box.

An even easier way to turn Bluetooth on or off is with the Bluetooth widget on the Home screen. For instructions on adding a widget to the Home screen, see "Adding a widget to your Home screen" in the Personalizing chapter.

### Changing the phone name

The phone name identifies your phone to other devices.

1. From the Home screen, press MENU, and then tap **Settings** > **Wireless & networks**.
2. If the **Bluetooth** check box is not selected, select it to turn Bluetooth on.
3. Tap **Bluetooth settings** > **Device name**.
4. Enter the name for your phone in the dialog box, and then tap **OK**.

## Connecting a Bluetooth headset or car kit

You can listen to music over an Bluetooth stereo headset, or have hands-free conversations using a compatible Bluetooth headset or car kit. It's the same procedure to set up stereo audio and hands-free.

For you to listen to music with your headset or car kit, the headset or car kit must support the A2DP Bluetooth profile.

1. From the Home screen, press MENU, and then tap **Settings** > **Wireless & networks** > **Bluetooth settings**.

2. If Bluetooth is not switched on, tap the Bluetooth check box to switch it on.
3. Make sure that the headset is discoverable, so that your phone can find the headset. Refer to the instructions that came with the headset to find out how to set it in discoverable mode.
4. Tap Scan for devices. Your phone will start to scan for Bluetooth devices within range.
5. When you see the name of your headset displayed in the Bluetooth devices section, tap the name. Your phone then automatically tries to pair with the headset.
6. If automatic pairing fails, enter the passcode supplied with your headset.

The pairing and connection status is displayed below the hands-free headset or car kit name in the Bluetooth devices section. When the Bluetooth headset or car kit is connected to your phone, the Bluetooth connected icon is displayed in the status bar. Depending on the type of headset or car kit you have connected, you can then start using the headset or car kit to listen to music and/or make and receive phone calls.

## Reconnecting a headset or car kit

When you have paired a headset with your phone, you should be able to reconnect it automatically by turning on Bluetooth on your phone, and then turning on the headset. However, sometimes you will need to reconnect manually, for example if you have been using your headset with another Bluetooth device.

1. From the Home screen, press MENU, and then tap Settings > Wireless & networks > Bluetooth settings.
2. If Bluetooth is not switched on, tap the Bluetooth check box to switch it on.

3. Make sure that the headset is discoverable.
4. Tap the headset's name in the Bluetooth devices section.
5. If prompted to enter a passcode, try 0000 or 1234, or consult the headset/car kit documentation to find the passcode.

If you still cannot reconnect to the headset or car kit, follow the instructions in "Unpairing from a Bluetooth device" in this chapter, and then follow the instructions under "Connecting a Bluetooth headset or car kit" above.

# Disconnecting or unpairing from a Bluetooth device

## Disconnecting a Bluetooth device

1. From the Home screen, press MENU, and then tap Settings > Wireless & networks > Bluetooth settings.
2. In the Bluetooth devices section, press and hold the device to disconnect.
3. Tap Disconnect.

## Unpairing from a Bluetooth device

You can make your phone forget its pairing connection with another Bluetooth device. To connect to the other device again, you may need to enter or confirm a passcode again.

1. From the Home screen, press MENU, and then tap Settings > Wireless & networks > Bluetooth settings.
2. In the Bluetooth devices section, press and hold the device to unpair.
3. Tap Disconnect & unpair.

# Sending and receiving 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. The first time you transfer information between your phone and another device, you need to enter or confirm a security passcode. After that, your phone and the other device are paired, and you will not need to exchange passcodes to transfer information in the future.

## Sending information from your phone to another device

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

- Images and videos
- Calendar events
- Contacts
- Audio files (only unprotected files can be sent)

1. Set the receiving device to discoverable mode. You may also need to set it to “Receive Beams” or “Receive Files”. Refer to the device’s documentation for instructions on receiving information over Bluetooth.
2. On the phone, open the application that contains the information or file you want to send. For example, if you want to transfer a photo, press HOME, and then tap > Gallery.
3. Follow the steps for the type of item you want to send:
   - Photo or video (in Camera). After capturing a photo, on the preview screen, tap the Share button , and then tap Bluetooth.

- **Photos and videos** (in Gallery). On the Albums tab , tap an album. Tap the Share button , tap **Bluetooth**, select the items you want to share, and then tap **Next**.
- **Calendar event**. In the Calendar's Day view, Agenda view, or Week view, press and hold the event, and then tap **Share vCalendar** > **Bluetooth**.
- **Contact**. On the People screen's All tab , press and hold the contact, and then tap **Send contact as vCard**. Tap the down arrow icon, and then select **Bluetooth** from the displayed list. Then tap **Send**.
- **Music track**. With the track displayed on the Now playing screen, press MENU, and then tap **Share** > **Bluetooth**.
- **Voice recording**. On the main Voice Recorder screen, tap the **Share** button , and then tap **Bluetooth**.

4. If you are prompted to turn on Bluetooth, tap **Turn on**.
5. Tap **Scan for devices**.
6. Tap the name of the receiving device.
7. If prompted, accept the connection on the receiving device, and enter the same passcode on both your phone and the other device, or confirm the auto-generated passcode.
8. On the receiving device, accept the file.

The location where the information is saved depends on the type of information and the receiving device:

- If you send a calendar event or contact, it is normally added directly to the corresponding application on the receiving device. For example, if you send a calendar event to a compatible phone, the event is shown in that phone's calendar application.

- If you send another file type to a Windows computer, it is normally saved in the Bluetooth Exchange folder within your personal document folders. Refer to your Windows computer operating system's documentation for more information.
- If you send a file to another device, the saved location may depend on the file type. For example, if you send an image file to another mobile phone, it may be saved in a folder named "Images".

## Receiving information from another device

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

To receive files from another device, you need to have an SD card installed in your phone.

1. From the Home screen, press MENU, and then tap Settings > Wireless & networks > Bluetooth settings.
2. If Bluetooth is not switched on, tap the Bluetooth check box to switch it on.
3. Tap the Discoverable check box.
4. On the sending device, send one or more files to your phone. Refer to the device's documentation for instructions on sending information over Bluetooth.
5. If prompted, enter the same passcode on both your phone and the other device, or confirm the auto-generated passcode. A Bluetooth authorization request is displayed on your phone.
6. If you want to automatically receive files from the sending device in future, select the Always check box.
7. Tap Accept.

8. When your phone receives a file transfer request notification, slide down the notifications panel, and then tap Accept.
9. When a file is transferred, a notification is displayed. To open the file immediately, slide down the notifications panel, and then tap the relevant notification.

When you open a received file, what happens next depends on the file type:

- Media files and documents are usually opened directly in a compatible application. For example, if you open a music track, it starts playing in the Music application.
- For a vCalendar file, select the calendar where you want to save the event, and then tap Import. The vCalendar is added to your Calendar events. For information on using Calendar, see the Calendar chapter.
- For a vCard contact file, if there are multiple vCard files on your storage card, you can choose to import one, several, or all of those contacts to your contacts list.

### Adding the Bluetooth received folder to the Home screen

You can add a folder to the Home screen that shows all files you have received with Bluetooth.

1. From the Home screen, tap .
2. On the Add to Home screen, tap Folder > Bluetooth Received.
3. Press and hold the Bluetooth received folder icon, and drag it to the Home screen position you want.

To view the folder contents, tap the folder icon. To open a file, tap the file name.

# Camera

## Camera basics

Whether traveling for business or fun, enjoy taking photos and videos of your trip and encounters with your phone's camera.

Be sure to plug in your microSD card before you use your phone's camera. Photos and videos captured with the camera will be stored onto your microSD card.

If you have not yet inserted your microSD card to your phone, follow the steps in "Inserting the storage card" in the Basics chapter to insert it.

- To open the camera in photo mode and take photos, press HOME and then tap > Camera.
- To open the camera directly in video mode so you can immediately start capturing videos, press HOME, and then tap > Camcorder.

### Viewfinder screen

When in photo mode, the Viewfinder automatically rotates to match the direction you're holding your phone. This lets you easily capture photos in portrait or landscape orientation.

When in video mode, the Viewfinder displays in landscape view only.

You'll find the following controls on the Viewfinder screen:

| | |
|---|---|
| 1 | Menu tab<br>Tap to open the menu panel and change camera settings.<br>See “Changing camera settings” for details. |
| 2 | View button<br>Tap to open the Gallery application so you can browse through and view the photos and videos in your storage card.<br>See the Gallery chapter for details. |
| 3 | Auto-focus indicator<br>Whenever you point the camera at a different subject or location, the screen shows the auto-focus indicator at the center as the camera automatically focuses on the center of the screen.<br>When you tap another area on the screen, the indicator will move to where you tapped and the camera will automatically focus on that area. |
| 4 | or Shutter release / Record<br>Tap this button to take a photo or begin capturing video. Tap it again to stop capturing video. |
| 5 | Zoom button<br>Tap to display or hide the onscreen zoom bar.<br>See “Zooming” for details. |
| 6 | Flash button<br>Tap to switch between the different camera flash modes. |

## Review screen

After capturing a photo or video, the Review screen will display the photo or the starting image of the video that you have just captured. You can tap the onscreen buttons to delete the photo or video, view it in the Gallery application, or share it.

### Back

Return to the Viewfinder screen.

### Delete

Delete the captured photo or video.

### Share

Send the captured photo or video to another phone or your computer using Bluetooth, send it by email, or select a social network where you want to upload it to.

### View

Open and use the Gallery application to view the captured photo or video, rotate your captured photo, and more. See the Gallery chapter for details.

# Zooming

Before taking a photo or video, you can first use the onscreen zoom bar to zoom in or out of your subject.

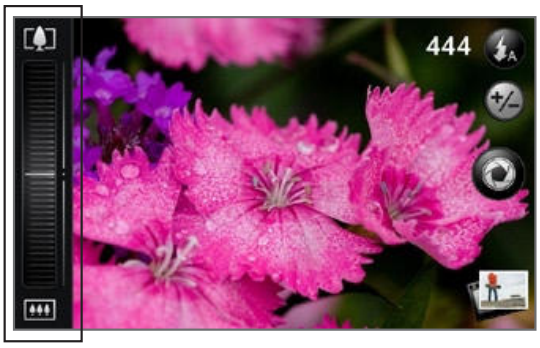
Zooming is not available when you're recording a 720p HD video.

1. To display the onscreen zoom bar, tap the **Zoom** button . You can also slide your finger up or down the Viewfinder screen.

   While the zoom bar is shown on the Viewfinder screen, you will also see the remaining photo shots or remaining video recording duration on the upper-right side of the screen.

2. You can do the following:

   - To slowly zoom in or out, slide your finger up or down the Viewfinder screen. You can also drag your finger across the zoom bar.




   - Tap  to zoom in to the highest magnification.
   - Tap  to zoom out to the actual size.

3. After you're done, wait for a few seconds for the zoom bar to automatically disappear from the screen. You can also tap the **Zoom** button again or tap the Viewfinder screen to hide it.

# Taking a photo

1. From the Home screen, tap > **Camera**.
2. Before taking the photo, you can zoom in first on your subject. See "Zooming" to find out how to use the onscreen zoom bar.
3. On the Viewfinder screen, tap the **Flash** button repeatedly to select a camera flash mode depending on your lighting conditions:

   Auto flash

   Flash on

   Flash off
4. Frame your subject on the Viewfinder screen.
5. Let the camera auto focus on the center of the screen, or you can touch another area on the screen that you want to focus on.
6. Press to take the photo.
7. Choose what you want to do with the photo you've just taken. See "Review screen" for details.

## Camera flash doesn't turn on?

Using the flash eats up much battery power. To save battery power, the camera disables the flash (even when you have set the camera flash mode to Auto flash or Flash on) when one of the following occurs:

### You have an incoming call

The flash will be disabled temporarily when you have an incoming call. After the call ends, you'll be able to use the flash again.

If you have set the flash to Flash on, it turns back on after you answer and end the call.

### Your phone's battery level reaches 15% or lower

Recharge the battery so that the camera can have enough battery power to use the flash.

### Cold weather may lower battery performance which affects the flash

To make sure the camera has enough battery life to power up the flash, keep your phone warm. When not in use, put the phone inside your jacket to keep it warm, and try to avoid sudden temperature changes that may affect battery performance.

### Portable Wi-Fi Hotspot is turned on

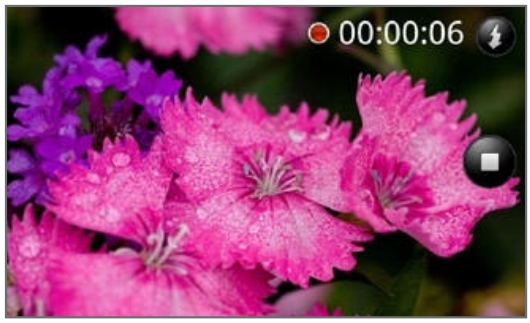
The flash is disabled automatically when you use Portable Wi-Fi Hotspot to share your phone's data connection. For more information about Portable Wi-Fi Hotspot, see "Portable Wi-Fi Hotspot" in the Internet chapter.

## Face detection

When you're auto focusing the phone's camera to take photos or capture videos of people, the camera can automatically recognize faces and adjust the focus.

## Capturing a video

1. From the Home screen, tap > **Camcorder**.
2. Before capturing video, you can zoom in first on your subject. See "Zooming" to find out how to use the onscreen zoom bar.
3. If you need additional lighting, tap the **Flash** button on the Viewfinder screen to turn on the camcorder flash.
4. Frame your subject on the screen.
5. Let the camera auto focus on the center of the screen, or you can touch another area on the screen that you want to focus on.
6. Press to start capturing video.

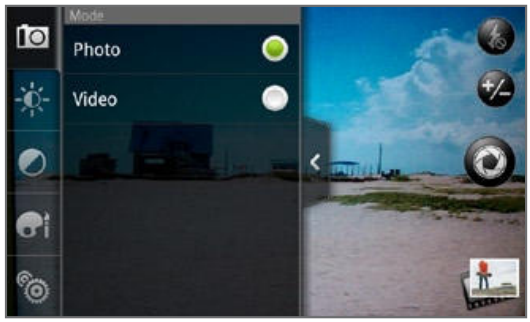



7. To stop capturing, press .
8. Choose what you want to do with the video you've just captured. See "Review screen" for details.

Planning to send your video clip in an MMS message? Consider using a lower resolution since there's a 500 KB limit for video attachments. To find out how, see "Changing advanced settings".

## Camera settings

Open the menu panel to change basic camera settings and access more camera settings. You can also switch between photo and video modes from the menu panel.



## Changing basic settings

1. On the Viewfinder screen, tap to open the menu panel.
2. To change basic camera settings, tap one of these icons in the menu panel:

   Exposure

   There's a Brightness bar that allows you to adjust the brightness level. Slide your finger up or down the Brightness bar to increase or decrease brightness.

   Image properties

   Slide your finger across each of the slider bars to adjust the contrast, saturation, and sharpness.

   Effect

   You can apply a special effect to photos and videos that you will capture. Scroll through the Effect menu and choose from effects such as sepia, solarize, posterize, and more.

## Changing advanced settings

1. On the Viewfinder screen, tap to open the menu panel.
2. Tap in the menu panel to display the Settings menu and access more camera settings. The following are settings that you can change from the Settings menu:

   ### White balance

   White balance enables the camera to capture colors more accurately by adjusting to your current lighting environment. White balance settings include: Auto, Incandescent, Fluorescent,

Daylight, and Cloudy.

### ISO (photo mode only)

You can choose an ISO level or set it back to Auto. Higher ISO numbers are better for taking pictures in low light conditions.

### Resolution

Select a photo or video resolution to use for capturing. If you want to record high-definition videos, select 720p (1280 x 720). If you plan to send video clips through MMS, select a lower resolution such as QVGA (320 x 240).

### Widescreen (photo mode only)

When this check box is selected (default), photo resolutions available for selection are in 5:3 ratio and you can use the entire Viewfinder screen to frame your subject. When not selected, photo resolutions available for selection are in standard 4:3 ratio.

### Quality (photo mode only)

Select the quality level to use for capturing photos.

### Self-timer (photo mode only)

If you need to take a self-portrait or group photo, you can set the self-timer to either 2 or 10 seconds.

### Geo-tag photos (photo mode only)

Select this check box when you want to store GPS location in your captured photos.

### Recording length (video mode only)

Set the maximum duration or file size for capturing video.

### Record with audio (video mode only)

Select or clear the check box, depending on whether you want to record audio when capturing videos.

### Metering mode

Set how the camera measures the amount of light to calculate the best exposure:

- Spot metering mode allows the camera to measure light around the focus point.
- Center area mode allows the camera to measure light in the center.
- Average mode allows the camera to measure light in the whole image.

### Review duration

Set the time for a captured photo or video to be displayed on the Review screen before the camera changes back to the Viewfinder screen.

### Flicker adjustment

When taking indoor shots under fluorescent lighting, keep this setting on Auto or change it to the proper frequency (50Hz or 60Hz) of the power in your country to reduce flicker.

### Auto Focus

This option enables or disables centered auto focus. Auto focus is enabled by default.

### Face detection

This option allows the camera to recognize faces and adjust the focus automatically. Face detection will be turned off if you disable Auto Focus

### Shutter sound

Select or clear this check box, depending on whether you want the camera to play a shutter sound when you press the shutter release.

### Time stamp (photo mode only)

Select this check box when you want the date and time to be added on captured photos.

### Grid (photo mode only)

Select this check box when you want to display a grid on the Viewfinder screen so you can easily frame and center your subject before taking the photo.

### Reset to default

Tap to change the camera back to default settings.

# Gallery

## About the Gallery application

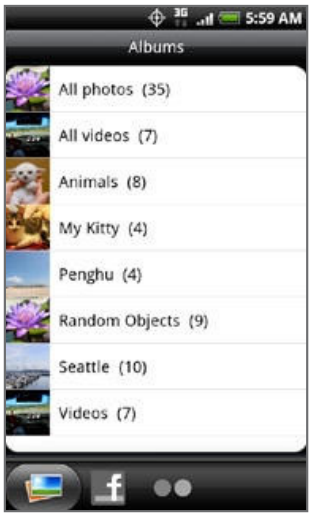
Using the Gallery application, you can view photos and watch videos that you've taken with your phone's camera, downloaded, or copied onto your storage card. You can also take a look at your photos and your friends' photos that are on your social networks (Facebook and Flickr only).

For photos that are in your storage card, you can do basic editing such as rotate and crop. You can also easily make a photo as your contact picture or wallpaper and share photos with your friends.

## Selecting an album

To open the Gallery application, from the Home screen, tap > Gallery.

The Gallery application opens in the Albums screen where your photos and videos are organized by albums for easy viewing.




The following are preset albums:

- Camera shots lets you view photos and videos that are stored in the camera's folder.
- Photos and videos that you set as your favorites will be grouped under My favorites.
- All photos lets you view all photos that are stored in all the folders on the storage card.
- All videos lets you view all videos that are stored in all the folders on the storage card.
- All downloads lets you view photos and videos that you downloaded.

Folders in your storage card that contain photos and videos will also be treated as albums and will be listed below the preset albums. The actual folder names will be used as the album names.

Simply tap an album to view the photos and/or videos in that album.

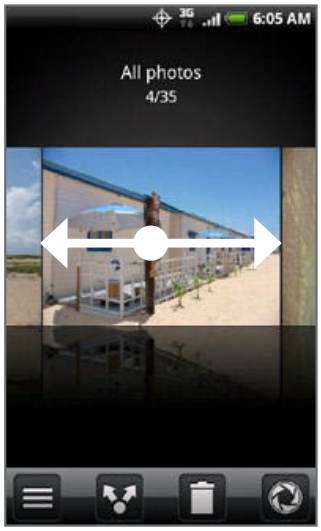
If there are photos or videos under the root path of your storage card (that are not contained in folders), they will be grouped under the **Other** album.

# Viewing photos and videos

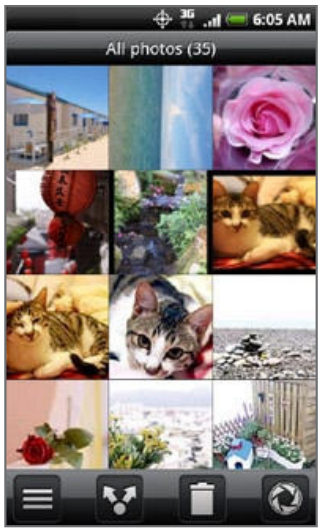
After selecting an album from the Gallery application's Albums screen, you can browse through the photos and videos of that album either in filmstrip or grid view. Tap a photo or video to view it in full screen.

## Browsing in filmstrip or grid view

By default, photos and videos are presented in a horizontal filmstrip. Slide your finger left or right across the filmstrip to go through the photos and videos.



From the filmstrip view, press MENU and then tap **Grid view** to browse photos and videos by thumbnails. Slide your finger up or down to scroll through the thumbnails.




To change back to displaying photos and videos in a filmstrip, press MENU and then tap **Filmstrip view**.

- Whether you're in filmstrip or grid view, you can press and hold on a photo or video to open a selection menu and choose what to do with the photo or video.
- If you want to select another album, tap to return to the Gallery application's Albums screen.

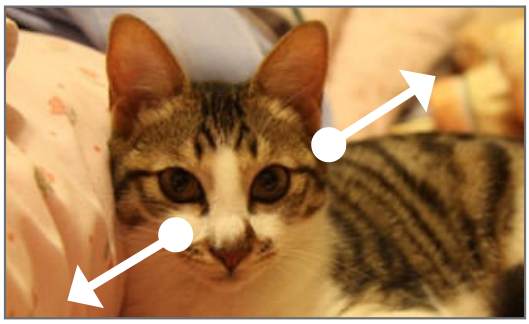
## Viewing a photo in landscape orientation

Turn your phone sideways to the left to view the picture in landscape mode. The picture orientation automatically adjusts to how you hold the phone.

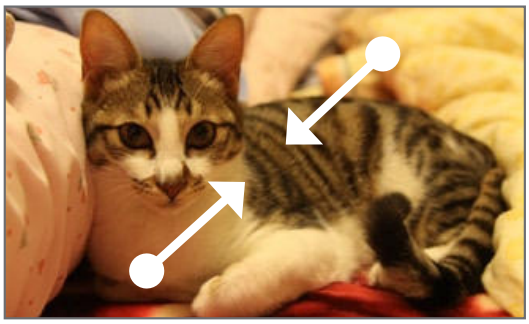
## Zooming in or out on a photo

There are two ways you can zoom in or out of a photo:

- Tap the screen twice quickly to zoom in, then tap the screen twice quickly again to zoom out.
- You can also use pinch zooming. Press your thumb and index finger on the screen and then spread your fingers apart to zoom in. Pinch your fingers together to zoom out.



Zooming in



Zooming out

## Watching video

The screen automatically switches to landscape mode when you play a video. Use the onscreen controls to play, pause, or stop the video.

The video is displayed in full screen size. You can tap to make it best fit on the screen based on the video size. Tap the button again to change back to full screen size.

# Viewing photos in your social networks

Using the Gallery application, you can view your photos and your friends' photos that are in your social networks (Facebook and Flickr only).

## Viewing photos on Facebook

You need to be logged in to your Facebook account to view Facebook photos.

1. From the Home screen, tap > Gallery.
2. Tap the Facebook tab.
3. Tap your account name or your friend's account on the list to view the pictures in the account.

You can view photos in your online albums the same way as how you view photos in your storage card.

## Viewing photos on Flickr

You need to be logged in to your Flickr account to view Flickr photos.

1. From the Home screen, tap > Gallery.
2. Tap the Flickr tab.

   You may be asked to give authorization for the application to connect to the Flickr website. If this happens, you need to give authorization to access your Flickr account.
3. Tap your account name or your friend's account on the list to view the photos in the account.

You can view photos in your online albums the same way as how you view photos in your storage card.

# Working with photos

Whether you're browsing photos in filmstrip or grid view in the Gallery application, you can press and hold on a photo to open a selection menu and choose what to do with it. You can choose to delete the photo, rotate or crop it, and more.

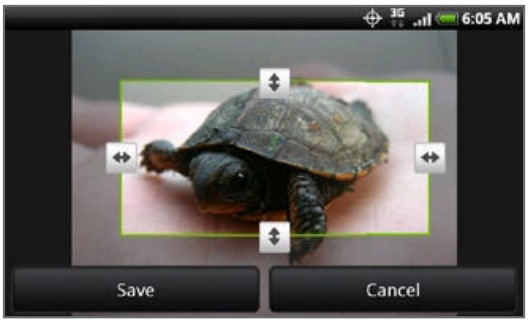
## Rotating and saving a photo

1. From the Home screen, tap > **Gallery**.
2. From the Gallery application's Albums screen, tap an album.
3. Choose whether to browse photos and videos in the album in filmstrip or grid view. See "Browsing in filmstrip or grid view" for details.
4. Press and hold on the photo that you want to rotate.
5. In the menu that opens, tap **Rotate**, and then select either **Rotate left** or **Rotate right**.

You can also rotate a photo while you're viewing it in full screen. Press MENU, tap **Rotate**, and then select either **Rotate left** or **Rotate right**.

## Cropping a photo

1. From the Home screen, tap > **Gallery**.
2. From the Gallery application's Albums screen, tap an album.
3. Choose whether to browse photos and videos in the album in filmstrip or grid view. See "Browsing in filmstrip or grid view" for details.
4. Press and hold on the photo that you want to crop.
5. In the menu that opens, tap **Crop**. A crop box then appears on the photo.




6. To adjust the crop box size, press and hold the edge of the box. When directional arrows appear, drag your finger inward to or outward to resize the crop box.
7. To move the crop box to the part of the photo that you want to crop, drag the crop box to the desired position.
8. Tap Save to apply the changes to the picture.

The cropped picture is saved in the storage card as a copy. The original picture remains unedited.

You can also crop a photo while you're viewing it in full screen. Press MENU, tap More > Crop, and follow the same cropping steps as above.

# Sharing

Using the Gallery application, you can send photos and videos via email or MMS. You can share photos on your social networks (such as Facebook, Flickr, Picasa, and Twitter) and share videos on YouTube. You can also send them to another phone or your computer using Bluetooth.

## Sending photos or videos by email

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

1. From the Home screen, tap > **Gallery**.
2. Tap the album where the photos or videos you want to share are in.
3. Tap and then on the **Share** options menu, tap **Gmail** or **Mail**.
4. Select the photos or videos you want to share and then tap **Next**.
5. Compose your message and then tap **Send**.

If you selected **Mail** and you have multiple email accounts, the default email account will be used.

## Sending a photo or video by MMS

Although you can send several photos or videos in a multimedia message, it may be better to just send one at a time, especially if the files are big in size.

1. From the Home screen, tap > **Gallery**.
2. Tap the album where the photo or video you want to share is in.
3. Tap and then on the **Share** options menu, tap **Messages**.

4. Tap the photo or video you want to send.

There's a 500 KB limit for video attachments in an MMS message.

5. The photo or video is automatically added into the MMS message.
6. Compose your message and then tap **Send**.

## Sending photos or videos using Bluetooth

You can select several photos, videos, or both and send them to someone's phone or your computer using Bluetooth.

1. From the Home screen, tap > **Gallery**.
2. Tap the album where the photos or videos you want to share are in.
3. Tap and then on the **Share** options menu, tap **Bluetooth**.
4. Select the photos or videos you want to share and then tap **Next**.
5. In the next few steps, you'll be asked to turn on Bluetooth on your phone and connect to the receiving Bluetooth device so the files can be sent. Follow the steps in "Sending information from your phone to another device" in the Bluetooth chapter.

## Sharing photos on Facebook

You need to be logged in to your Facebook account to be able to upload pictures.

1. From the Home screen, tap > **Gallery**.
2. Tap the album where the photos you want to share are in.
3. Tap and then on the **Share** options menu, tap **Facebook for HTC Sense**.

4. Select the pictures you want to share and then tap **Next**.
5. Select which album to upload to and set privacy settings for the uploaded pictures. Tap **Done**.

## Sharing photos on Flickr

You need to be logged in to your Flickr account to be able to upload pictures.

1. From the Home screen, tap > **Gallery**.
2. Tap the album where the photos you want to share are in.
3. Tap and then on the **Share** options menu, tap **Flickr**.
4. Select the pictures you want to share and then tap **Next**.
5. Select which album to upload to and set privacy settings for the uploaded pictures. Tap **Done**.

## Sharing photos on Picasa

You need to be signed in to a Google Account to be able to upload pictures to the Picasa™ photo organizing service.

1. From the Home screen, tap > **Gallery**.
2. Tap the album where the photos you want to share are in.
3. Tap and then on the **Share** options menu, tap **Picasa**.
4. Select the pictures you want to share and then tap **Next**.
5. Select the online album where you want to upload the pictures, or tap to create a new album.
6. Tap **Upload**. You can view the photos online at http://picasaweb.google.com.

## Sharing videos on YouTube

You can share your videos by uploading them to YouTube™. Before you do this, you must create a YouTube account and sign in to that account on your phone.

1. From the Home screen, tap > **Gallery**.
2. Tap the album where the videos you want to share are in.
3. Tap and then on the **Share** options menu, tap **YouTube**.
4. Select the videos you want to share and then tap **Next**.
5. Enter the prompted information, such as description and tags, and select a privacy option.
6. Tap **Upload**.

# Music

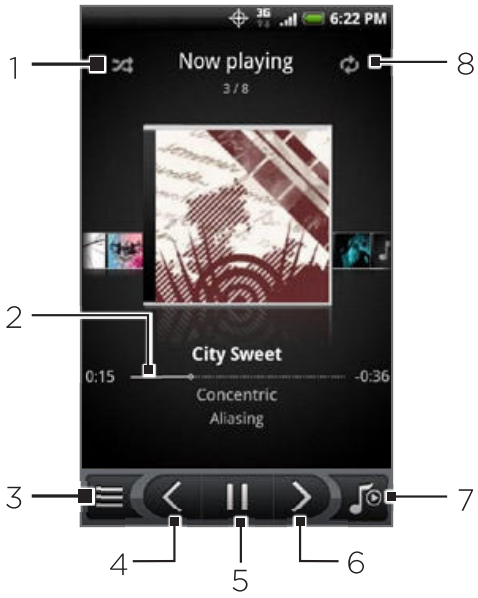
## About the Music application

Enjoy listening to songs and music on your phone using the Music application. You need to copy music files to your storage card first to use the Music application to play music. To find out how to copy files, see “Copying files to and from the storage card” in the Basics chapter.

## Playing music

To open the Music application, from the Home screen, tap > Music.

The Music application opens in the Playback screen. Use the onscreen controls to control music playback, select a song to play, repeat songs, and more. On the Playback screen, you can also swipe your finger from right to left or left to right to go to the next or previous music album.




| | |
|---|---|
| 1 | Tap to turn shuffle on or off. (Shuffle is off when button is gray.) |
| 2 | Press and drag your finger across the progress bar to jump to any part of the song. |
| 3 | Tap to go to the Library. |
| 4 | Tap to go to the previous song in the Now playing list. |
| 5 | Tap to play, pause, or resume playing the song. |
| 6 | Tap to go to the next song in the Now playing list. |
| 7 | Tap to toggle between showing the Now playing list and Playback screen. |
| 8 | Tap to cycle through the repeat modes: Repeat all songs, Repeat current song, and Don't repeat. |

When playing music and the screen turns off, you can control the music playback right from the Lock screen when you "wake up" the phone by pressing POWER. If you do not see the playback controls on the Lock screen, tap anywhere on the screen to display the playback controls.

- Press the VOLUME UP or VOLUME DOWN button to adjust the playback volume.
- If you are using the wired headset to listen to music, press the center button to toggle between playing and pausing playback. Press the previous or next button to go to the previous or next song.

## Browsing music in the Library

Tap at the bottom-left corner of the Music application's Playback screen or Now playing list to go to the Library.

In the Library, your music is organized into different categories such as Albums, Artists, Genres, Composers, and more. Select a category by tapping one of the category tabs at the bottom of the screen.

When you tap a song in a category to play it, the Now playing list is updated with the song list from your selected category.

# Creating a playlist

Personalize your music experience by creating music playlists. Make a playlist containing just your favorite songs or create one to match your mood for the day. You can make as many playlists as you like.

1. From the Home screen, tap > Music.
2. Tap at the bottom-left corner of the screen to go to the Library.
3. In the Library, tap or slide your finger on the bottom row to go to the Playlists category.
4. Tap Add playlist.
5. Enter a playlist name, and then tap Add songs to playlist.
6. Tap or slide your finger on the bottom row to change among the different categories. If you go to the Songs category, you can see a complete list of songs on your storage card.
7. Select the check boxes of songs you want to add to the playlist and then tap Add.
8. Tap Save.

## Playing the songs in a playlist

1. In the Library, tap or slide your finger on the bottom row to go to the Playlists category.
2. Tap a playlist to open it.
3. Tap the first song or any song in the playlist.

   When you tap a song in the list to play it, the Now playing list is updated with the song list from your playlist.

## Managing playlists

After creating a playlist, you can add more songs to it, rearrange their order, and more.

### Adding more songs to a playlist

1. In the Library, tap or slide your finger on the bottom row to go to the **Playlists** category.
2. Tap a playlist to open it.
3. Press MENU and then tap **Add songs**.
4. Go to the **Songs** category or any other category.
5. Select the songs you want to add to the playlist and then tap **Add**.

While playing back a song, press MENU and then tap **Add to playlist** to add the current song to a playlist.

### Rearranging songs in a playlist

1. In the Library, tap or slide your finger on the bottom row to go to the **Playlists** category.
2. Tap a playlist to open it.
3. Press MENU and then tap **Change order**.
4. Press and hold at the end of the song title you want to move. When the row is highlighted, drag it to its new position, then release.
5. Tap **Done**.

### Deleting songs from a playlist

1. In the Library, tap or slide your finger on the bottom row to go to the **Playlists** category.
2. Tap a playlist to open it.
3. Press MENU and then tap **Remove songs**.
4. Select the songs you want to delete and then tap **Remove**.

### Deleting playlists

1. In the Library, tap or slide your finger on the bottom row to go to the **Playlists** category.
2. Press MENU and then tap **Delete playlists**.
3. Select the playlists to delete and then tap **Delete**.

## Setting a song as ringtone

You can select a song from the Music application's Library and set it as your phone's ringtone or a ringtone for a certain contact.

1. From the Home screen, tap > **Music**.
2. Tap at the bottom-left corner of the screen to go to the Library.
3. In the Library, select the song that you want to use as ringtone and then play it back.
4. On the Playback screen, press MENU and then tap **Set as ringtone**.
5. In the Set as ringtone options menu, tap **Phone ringtone** or **Contact ringtone**.

   If you select **Contact ringtone**, you need to select the contacts you want to associate the song with in the next screen.

### Checking if the song was added as a ringtone

1. On the Home screen, press MENU and then tap **Settings.**
2. On the Settings screen, tap **Sound > Phone ringtone**. The song should be in the ringtone list and selected.

## Sending music using Bluetooth

You can select a song from the Music application's Library and send it to someone's phone or your computer using Bluetooth (only unprotected files can be sent).

1. From the Home screen, tap > Music.
2. Tap at the bottom-left corner of the screen to go to the Library.
3. In the Library, select the song that you want to use as ringtone and then play it back.
4. On the Playback screen, press MENU and then tap Share > Bluetooth.
5. In the next few steps, you'll be asked to turn on Bluetooth on your phone and connect to the receiving Bluetooth device so the music can be sent. Follow the steps in "Sending information from your phone to another device" in the Bluetooth chapter.

## About the Music widget

You can use the Music widget to play music right from your Home screen. To find out how you can add this widget to your Home screen, see "Personalizing your Home screen with widgets" in the Personalizing chapter.

# Maps and location

## Turning on location services

In order to find your location on your phone, you need to enable location sources.

1. From the Home screen, press MENU, and then tap Settings > Location.
2. Under Location ON Settings, tap the location services you want to use.

## Using Google Maps

### About Google Maps

Google Maps lets you track your current location, view real-time traffic situations, and receive detailed directions to your destination. It also provides a search tool where you can locate places of interest or an address on a map, or view locations at street level.

- You need an active mobile data or Wi-Fi connection to use Google Maps.
- To find your location with Google Maps, you need to enable location sources. To learn how, see “Turning on location services” in this chapter.
- The Google Maps application does not cover every country or city.
- This app will auto update when there’s a compatible newer version available in Android Market.

## Getting around maps

When you open Google Maps, you can easily find your location on the map or check out nearby places by panning and zooming in and out on the map.

To find your location with Google Maps, you need to enable location sources. See “Turning on location services” in this chapter to learn how.

1. From the Home screen, tap > **Maps**.
2. To show your current location, press MENU > **My Location**. The blue marker shows your location on the map.
3. Do any of the following on the map:

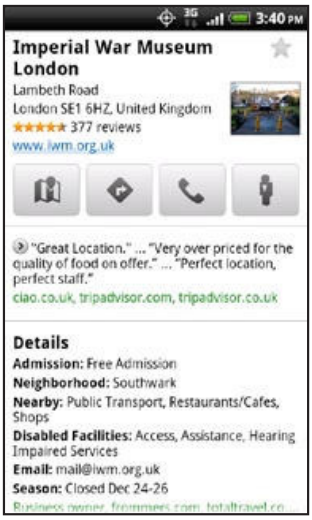
| | |
|---|---|
| Move around | Swipe your finger to any direction on the screen to view nearby places on the map. |
| Zoom in | ▪ Place your thumb and index fingers on top of the area that you want to zoom in, and then spread your fingers across the map.<br>▪ Tap .<br>▪ Double-tap the area on the map that you want to zoom in. |
| Zoom out | ▪ Pinch your thumb and index finger on the map to zoom out.<br>▪ Tap . |
| View information for a random location | 1. Press and hold a location on the map. A balloon opens over the location, with the address and a thumbnail from street view (if available).<br>2. Tap the balloon to see more information. You can get directions to the location, check for nearby places of interest, and more. |

## Searching for a location

In Google Maps, you can search for a location, such as an address or a type of business or establishment (for example, museums).

1. From the Home screen, tap > Maps, and then press SEARCH.
2. Enter the place you want to search in the search box.
   As you enter the location to look for, suggested matches from your contacts, the web, and previously searched items are displayed.
3. Tap to search for the location you entered or tap a suggested search item.
   The search results are displayed as markers on the map.
4. Do any of the following:
   - If the first search result ( ) is what you're looking for, tap the balloon. Otherwise, tap to go to the next search result until you find the location you're searching for, and then tap its balloon.
   - Tap to show the search results as a list, and then tap the location.

   Details about the selected location displays on the screen.




6. Do any of the following:
   - Tap the onscreen buttons to view the location on a map, get directions, view the location in Street View, if available, and more. Scroll down the screen to view more options.
   - Swipe left or right across the screen to view the information for the next or previous search result.

### Clearing the map

After you've search on a map, you can clear away the various markers drawn on it by pressing MENU, and then tapping More > Clear Map.

## Searching for a place of interest near you

Use **Places** to find places of interest near your current location. Places uses Google Maps to search common places that you would want to find, such as the nearest gas station or ATM kiosk.

Before you use Places, you need to enable location sources. See "Turning on location services" in this chapter to learn how.

1. From the Home screen, tap > **Places**.
2. Tap the place you want to search.
3. Do any of the following:
   - When one or two places of interest are found, the search results are displayed as markers on the map. You can tap the marker, and then tap the balloon to view more information about the place.
   - When several places are found, the search results display in a list. Tap a place to show its location on a map, and then tap its balloon to view more information about the place.

   See "Searching for a location" in this chapter to learn what you can do on the location information screen.

## Adding a place to search

In Places, you can add other places of interest that you frequently search for, such as a church or a pizza restaurant.

1. From the Home screen, tap > **Places**.
2. Tap **Add**.
3. Enter the place you want to add to Places' search items, and then tap **Add**. The place is added as a button on the Places' screen.

## Getting directions

Get detailed directions to your destination. Google Maps can provide directions for travel by foot, public transportation, or car.

1. From the Home screen, tap > Maps.
2. While viewing a map, press MENU, and then tap Directions.
3. Use your current location as the starting point, or enter a location from where to start in the first text box. Then enter your destination in the second text box.

   Or tap to select an address from your contacts, starred places, or a point that you tap on a map.

4. Choose how you want to get to your destination by tapping the car, public transit, or walk button.
5. Tap Go.
6. If the place you've set as your destination has several locations available, choose which one to go to.

   The next screen displays the directions to your destination in a list.

7. Tap an item to view the directions on the map.
8. Tap the arrow buttons on the map to follow the directions.

When you're finished viewing or following the directions, press MENU and then tap More > Clear Map to reset the map. Your destination is automatically saved in the Google Maps history.

# Finding your friends with Google Latitude (available by country)

Google Latitude™ user location service lets you and your friends share locations and status messages with each other. It also lets you send text and email messages, make phone calls, and get directions to your friends' locations.

Your location is not shared automatically. You must join Latitude, and then invite your friends to view your location or accept their invitations. Only friends that you have explicitly invited or accepted can see your location.

To learn more about Latitude, visit Google Latitude on the web: http://www.google.com/mobile/latitude/

## Opening and joining Latitude

1. From the Home screen, tap > Maps.
2. While viewing a map, press MENU and then tap Join Latitude.
3. After you've joined Latitude and closed the application, you can do any of the following to open it from the Home screen:
   - Tap > Latitude.
   - Tap > Maps, press MENU, and then tap Latitude.

# Using HTC Footprints

HTC Footprints™ provides an easy way to record favorite places and revisit those places. A footprint consists of a photo of a location such as a restaurant, a sightseeing destination, etc., stored together with a precise GPS position and other information about that location such as the street address and phone number.

The next time you want to visit the same place, simply access the footprint. You can then dial the phone number or view the location in the map.

## Adding a location as a footprint

1. From the Home screen, tap > **Footprints**.
2. Tap **New Footprint**.
3. Tap to take a picture and add it as a photo for the footprint.
4. Tap to fine tune the position of the footprint on the map.
5. If you'd like to add more information, tap the photo. You can change the name, category, or address of the footprint, enter the phone and website, and add a voice memo to the footprint.
6. Tap **Done**.

## Revisiting a footprint

1. While on Footprints, tap a category.
2. Tap the footprint you want to revisit.
3. Tap the information fields to get directions, share the footprint, call a stored phone number, and more.

## Editing or deleting a footprint

1. While on Footprints, tap a category.
2. Press and hold the footprint you want to edit or delete.
3. Tap **Edit** or **Delete** on the options menu.

## Sharing your footprints

1. Create a footprint. See "Adding a location as a footprint" earlier in this chapter to find out how.
2. Tap the footprint that you have just created.
3. Tap **Share**, and then choose how you want to share the footprint.

## Deleting multiple footprints

1. While on Footprints, tap a category.
2. Press MENU, and then tap **More > Delete footprints**.
3. Select the footprints you want to delete, and then tap **Delete**.

## Exporting your footprints

Back up footprints by exporting them to the storage card. You can also open exported footprints files in other applications such as Google Earth on your PC. To transfer files from your storage card to your computer, see "Copying files to or from the storage card" in the Getting started chapter.

1. While on Footprints, tap a category.
2. Press MENU, and then tap **Export**.
3. Select the footprints you want to export, and then tap **Export**.

Press MENU and then tap **Unmark all** to deselect all the footprints.

Exported footprints are saved as .kmz files in the Footprints folder on your storage card. If you exported multiple footprints at one time, they are saved together in one .kmz file.

## Importing footprints

Bring back footprints you previously backed up to the storage card to your phone. You can also import .kmz files that you saved in other applications, or use a photo as a footprint.

1. While on Footprints, press MENU, and then tap Import.
2. Do one of the following:
   - To import a saved footprint or another .kmz file from the storage card, tap **Footprints data**, and then tap the file you want to import. If a footprint on your phone is the same as the one you want to import, you're asked whether you want to overwrite it.
   - To import a photo, tap **Photos**, navigate to the photo you want to import, and then tap the photo. You can then add Footprints information such as location and category.

# More apps

## Watching videos on YouTube

YouTube is an online video streaming service that allows you to view videos that have been uploaded by YouTube members.

From the Home screen, tap > YouTube. YouTube presents the videos grouped into categories, such as Most viewed, Most discussed, Most recent, and Top rated.

- You do not need a YouTube account to browse and view videos. However, to use all the features of YouTube (such as sharing a video), you must create a YouTube account from your computer and sign in to that account from your phone.
- You must have an active Wi-Fi or data connection to access YouTube.
- This app will auto update when there's a compatible newer version available in Android Market.

### Watching videos

1. From the Home screen, tap > YouTube.
2. On the YouTube screen, scroll through the list of videos, and then tap a video to watch it. The screen automatically switches to landscape view when you play a video.
3. While watching a video, you can:
   - Tap the screen to display the playback controls. When the playback controls are displayed, you can pause, skip forward or backward, or drag the slider to the point in the video you want to watch.

- Tap HQ to watch a high-resolution version of the video.
- Press MENU to rank, comment on, share, flag as inappropriate, and interact with the video in other ways.

4. Press BACK to stop playback, and return to the videos list.

## Searching for videos

1. From the Home screen, tap > **YouTube**.
2. On the YouTube screen, press SEARCH.
3. Enter a search keyword, and then tap .

Tap to enter a search keyword by speaking into the microphone.

4. The number of search results appears below the status bar. Scroll through the results and tap a video to watch it.

### Clearing the search history

1. From the Home screen, tap > **YouTube**.
2. Press MENU and then tap **Settings**.
3. Tap **Clear search history**, and then tap **OK** when prompted.

## Sharing a video link

You can share a video by sending its link to your contacts.

1. From the Home screen, tap > **YouTube**.
2. On the YouTube screen, tap a video to watch from the available categories.
3. While watching a video, press MENU, and then tap **Share**.
4. Select how you want to share the video link.

### Capturing a video and sharing it on YouTube

You need to be signed in to your Google Account to upload your video to YouTube.

1. From the Home screen, tap > YouTube.
2. Tap .
3. Press to start capturing video. When you are done capturing, press . Tap Done.
4. Enter a title, description, and tags for your video.
5. Set the privacy level.
6. Tap Upload.

## Viewing a PDF

Use Adobe Reader to view PDF files that you have copied to the phone's storage card.

1. From the Home screen, tap > Adobe Reader.
2. On the PDF Files screen, tap the file you want to view.
3. Slide your finger on the screen to pan or go through the pages of the PDF. While viewing a PDF, press MENU, and then tap:
   - Open to open another PDF file.
   - Reflow view to reflow the text and resize the images to fit the width of the screen. While in this view, you can also switch back to the default Page view.
4. To change the zoom level, tap once on the page, and then tap to zoom in or to zoom out. This is not available when Reflow view is selected.

Turn your phone sideways (turn to the left) to view the PDF file in landscape mode. The screen orientation automatically adjusts depending on how you hold the phone.

## Viewing documents, presentations, and spreadsheets

Quickoffice lets you view Microsoft Office Word, Microsoft Office Excel, and Microsoft PowerPoint files on your phone. Quickoffice supports viewing of Microsoft Office 2003 and 2007 Word (.doc), Excel (.xls), PowerPoint (.ppt) and text (.txt) files.

Make sure you have copied the files to the phone's storage card before you open Quickoffice. See "Copying files to and from the storage card" in the Basics chapter to learn how to copy files to the storage card.

1. From the Home screen, tap > Quickoffice.
2. On the Open file screen, tap the file you want to open.

In the Open file screen, press MENU and then tap Sort to let you sort the list by Name or Date.

3. Slide your finger on the screen to pan or go through the pages of the file.
4. While viewing a file, you can:
   - Pinch the screen to zoom in or out or use the zoom controls on the screen to zoom in or out.
   - For Excel files, press MENU, and then tap Worksheet to view other worksheets on the file.
   - For Word and PowerPoint files, tap a URL link to open the web page in the web browser.

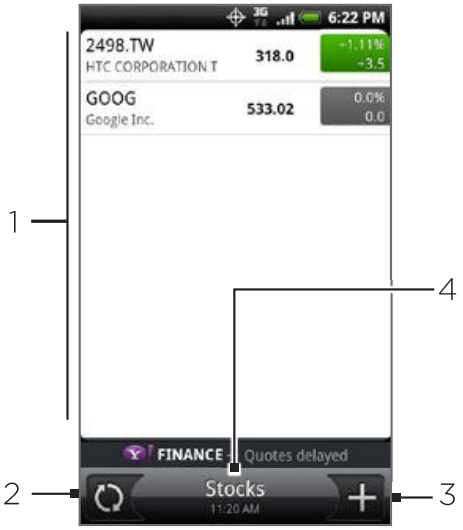
- When you open Word documents, Quickoffice reformats the text to make it fit the width of the screen. Double-tap the screen to switch to normal view so you can view the page layout.

Quickoffice does not reflow text in tables.

- When you view PowerPoint files, after you zoom in on a slide, you can double-tap the screen to zoom out automatically and fit the slide to the width of the screen.

# Keeping track of your stocks

Use **Stocks** to get the latest stock updates for stock quotes and market indices you follow.




| | |
|---|---|
| 1 | List of your stock quotes and stock market indices. Tap an item to view its intraday chart and other details. |
| 2 | Tap to update the stock information. |
| 3 | Tap to add a stock quote or stock market index. |
| 4 | Shows the time the information was last updated. |

## Adding a stock quote or stock market index

1. From the Home screen, tap > **Stocks**.
2. On the **Stocks** screen, tap at the bottom-right corner of the screen.

If there are no stock quotes or indices onscreen, tap **Tap here to add a stock or index** at the top of the screen.

3. Enter the stock quote or stock market index on the text field, and then tap .
4. On the results list, tap the stock quote or stock market index you want to add.

## Changing the stock list order

1. From the Home screen, tap > **Stocks**.
2. Press MENU, and then tap **Rearrange**.
3. Press and hold at the end of the item you want to move. When the row is highlighted in green, drag it to its new position, and then release.
4. Tap **Done**.

## Deleting stock quotes and indices

1. From the Home screen, tap > **Stocks**.
2. Press MENU, and then tap **Delete**.
3. Select the items you want to delete and then tap **Delete**.

## Setting stock information update frequency

1. From the Home screen, tap > Stocks.
2. Press MENU, and then tap Settings.
3. Select the Auto-sync data check box.

Downloading stock information automatically may incur additional fees from U.S. Cellular.

4. Tap Set download frequency, and then select frequency to check for updates.

## Manually updating stock information

1. From the Home screen, tap > Stocks.
2. Press MENU, and then tap Update.

## Adding the Stocks widget

1. From the Home screen, tap > Widget > Stocks.
2. Choose the widget style, and then tap Select.
3. Drag the widget to a blank space on the Home screen, and then release.

# Listening to the radio

FM Radio lets you listen to FM radio stations on your phone.

You need to connect a headset first to the audio jack of your phone to use FM Radio. FM Radio uses the stereo headset as the FM radio antenna.

| | |
|---|---|
| 1 | FM radio frequency |
| 2 | Drag to tune in to a frequency on the FM band. |
| 3 | Tap to fine tune the radio frequency by -0.1 MHz. |
| 4 | View the All presets list. |
| 5 | Tap to search the FM band for the previous FM station. |
| 6 | Tap to search the FM band for the next FM station. |

| | |
|---|---|
| 7 | Tap to change the name of the current station you are tuned into. |
| 8 | Tap to fine tune the radio frequency by +0.1 MHz. |
| 9 | Radio signal strength |
| 10 | Turn FM radio on or off. |

## Listening to an FM station

1. From the Home screen, tap > **FM Radio**.
2. The first time you open FM Radio, it automatically scans for available FM stations, saves them as presets, and plays the first FM station found.

   - To repeat scanning and saving of FM stations, press MENU, and then tap **Scan & Save**.
   - Press BACK to stop the auto-scan.

3. On the FM Radio screen, you can:
   - Tap and then select a station you want to listen to.
   - Tap to go to the previous available FM station, or to go to the next available FM station.
   - Press the VOLUME UP and VOLUME DOWN buttons on the side of the phone to adjust the volume.
   - Press MENU to set more FM Radio options.

## Adding station names

1. From the Home screen, tap > **FM Radio**.
2. Tune in to the desired FM station, and then tap .
3. Enter a station name for the selected FM station, and then tap **Save**.

### Minimizing or turning off FM Radio

Do one of the following:

- Press BACK to minimize and keep FM Radio running in the background so you can listen to the radio while going to another screen.
- On the FM Radio screen, tap on the upper-right corner of the FM Radio screen to turn FM Radio off.

### Adding the FM Radio widget

Instantly turn your FM Radio on or off from the Home screen with the FM Radio widget. The widget also lets you choose which station to tune into and displays the station name (station-dependent).

1. Go to an empty Home screen panel, and then press and hold the screen.
2. Tap **Widget** > **FM Radio**.
3. Select a widget style, and then tap **Select**.

## Recording your voice

**Voice Recorder** is useful for quickly recording thoughts. You can also record your voice and set it as a ringtone.

You need to have a microSD card installed on your phone to use Voice Recorder.

### Recording your voice

1. From the Home screen, tap > **Voice Recorder**.
2. Hold the device's microphone near your mouth.

3. Tap to start recording a voice clip. Tap to stop recording.
4. Tap to play back the voice recording.
5. To quickly share the voice recording through Bluetooth, email, or message, tap .

## Sharing a voice clip

1. From the Home screen, tap > Voice Recorder.
2. On the Voice Recorder screen, tap .
3. On the All recording screen, press and hold the voice recording you want to share, and then tap Share on the options menu.
4. On the Share options menu, select how you want to share the voice recording.

To learn how to send files through Bluetooth, see the Bluetooth chapter.

## Setting a voice clip as a ringtone

1. From the Home screen, tap > Voice Recorder.
2. On the Voice Recorder screen, tap .
3. On the All recording screen, press and hold the voice recording you want to set as a ringtone, and then tap Set as ringtone on the options menu.

## Renaming a voice clip

1. From the Home screen, tap > Voice Recorder.
2. On the Voice Recorder screen, tap .
3. On the All recording screen, press and hold the voice recording you want to rename, and then tap Rename on the options menu.
4. Enter the name, and then tap Save.

# Using Flashlight

Never get caught in the dark again. The Flashlight application turns on your phone's LED flashlight to shine a light wherever you need it.

On the Home screen, tap > Flashlight.

Flashlight opens with the light on at the lowest of three brightness levels.

- To increase the light intensity, repeatedly tap the switch on the flashlight handle. The indicator below the switch shows the current light level.
- To switch flashlight modes, tap MENU, and then choose either Auto flash or SOS.
- To turn the light off, tap the switch when the light is at its brightest level. Tap the switch again to turn the flashlight back on.

# Finding and installing apps from Android Market

Android Market™ is the place to go to find new apps for your phone. Choose from a wide variety of free and paid apps ranging from productivity apps, entertainment, to games. When you find an app you want, you can easily download and install it on your phone with just a few taps of your finger.

To access Android Market, you must first connect to the Internet using your phone's Wi-Fi or data connection and sign in to your Google Account.

Paid apps are currently only available in certain countries.

## Finding and installing an application

When you install apps from Android Market and use them on your phone, they may require access to your personal information (such as your location, contact data, and more) or access to certain functions or settings of your phone. Download and install only apps that you trust.

- You need a Google Checkout account to purchase items on Android Market. See "Creating a Google Checkout account" to set up a Google Checkout account if you do not have one.
- Read it carefully! Be especially cautious with applications that have access to many functions or a significant amount of your data. Once you tap OK on this screen, you are responsible for the results of using this item on your phone.

1. From the Home screen, tap > Market.
2. When you open Android Market for the first time, the Terms of Service window will appear. Tap Accept to continue.

3. To find an app in Android Market, you can:
   - Browse through featured apps. Scroll through the list of featured apps when you open Android Market.
   - Browse apps by categories. First, tap **Apps or Games** and then tap a category. Under a category, you can filter the apps by **Top paid**, **Top free** or **Just in**.
   - Search for an app. Tap on the Android Market home screen, enter the name or type of app you're looking for, and then tap to the right of the search box.
4. Tap an app to read a description about the app and user reviews.
5. To download or purchase the app, tap **Free** (for free apps) or the price below **Buy** (for paid apps)..

   The subsequent screen notifies you whether the app will require access to your personal information or access to certain functions or settings of your phone.

6. If you agree to the conditions, tap **OK** to begin downloading and installing the app.

   If you selected a paid app, after tapping OK, you will be redirected to the Google Checkout screen to pay for the app before it's downloaded to your phone.

You can uninstall an app for a refund within a limited time after your purchase. To know more about the refund policy for paid apps, please visit the Android Market Help site: http://market.android.com/support.

## Creating a Google Checkout account

You must have a Google Checkout account associated with your Google Account to purchase items from Android Market.

Do one of the following:

- On your computer, go to http://checkout.google.com to create a Google Checkout account.
- The first time you use your phone to buy an item from Android Market, you're prompted to enter your billing information to set up a Google Checkout account.

> When you've used Google Checkout once to purchase an application from Android Market, the phone remembers your password, so you don't need to enter it the next time. For this reason, you should secure your phone to prevent others from using it without your permission. See the Security chapter to learn how to secure your phone.

## Opening an installed application

Do one of the following:

- On the status bar, check if you see the icon. If you see the icon, open the Notifications Panel, and then tap the app to open it. See "Opening the Notifications panel" in the Basics chapter to learn how to open the Notifications Panel.
- From the Home screen, tap > Market > My apps. On the My apps screen, tap the app to open it.
- From the Home screen, tap . On the All programs screen, locate the app, and then tap it.

## Uninstalling an application

You can uninstall any application that you have downloaded and installed from Android Market.

1. From the Home screen, tap > Market > My apps.
2. On the Downloads screen, tap the application you want to uninstall, and then tap Uninstall.
3. When prompted, tap OK to remove the application on your phone.
4. Choose the reason for removing the application, and then tap OK.

## Getting help

If you ever need help or have questions about Android Market, press MENU, and then tap Help. The web browser will take you to the Android Market Help site.

# Sharing games and applications

Having fun with a game or application that you downloaded from Android Market? Share it instantly with your circle of friends.

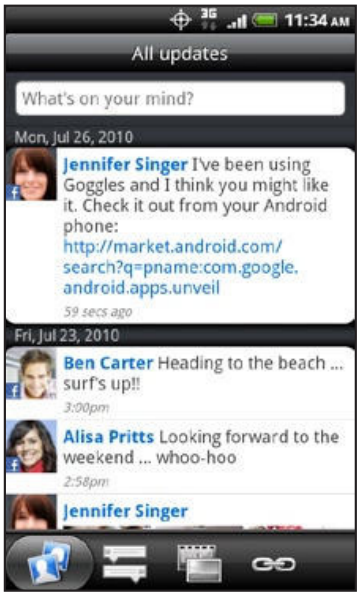
For your friends to link to the game or application and download it from Android Market, they must be using an Android phone.

1. From the Home screen, tap .
2. Tap **App Sharing**. Or, press MENU and then tap **Share**.

   You'll then see the list of games and applications that you downloaded and installed from Android Market.
3. Tap an application, and then choose how to share it:

| | |
|---|---|
| Facebook | Post the link to Facebook.<br>See "Facebook for HTC Sense and Facebook for Android application" in the Social chapter. |
| Friend Stream | Post the link to Facebook and Twitter.<br>See "Using Friend Stream" in the Social chapter. |
| Gmail | Send the link using your Gmail account.<br>See "Using Gmail" in the Email chapter. |
| Mail | Send the link using your POP3/IMAP or Exchange ActiveSync email account.<br>See "Mail" in the Email chapter. |
| Messages | Send the link in a text message.<br>See the Messages chapter |
| Peep | Share the link in Twitter.<br>To find out how to use Peep, see "Tweeting on your phone" in the Social chapter. |

When your friends see the link in your sent text, email, or status update, they can simply tap the link to go directly to the game or application in Android Market to download it.




- While entering your status update in Friend Stream, you can also tap to choose from games or applications that you want to share in your social networks.
- If you've already created a new text or email message, press MENU and then tap **Attach > App recommendation** to choose from your list of installed games and applications.

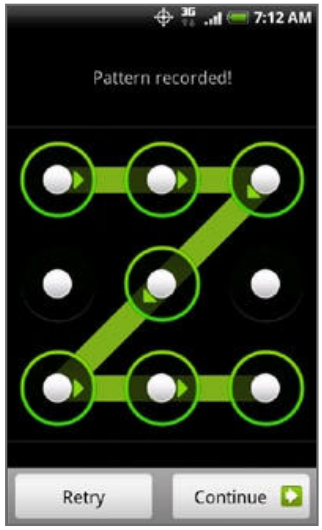
# Security

## Protecting your phone with a screen lock

You can secure your phone by requiring a screen unlock pattern, a numeric PIN, or a password every time your phone is turned on or every time it wakes up from sleep mode (screen is off).

### Setting a screen unlock pattern

1. From the Home screen, press MENU, and then tap **Settings**.
2. Scroll down the screen, and then tap **Security** > **Set up screen lock** > **Pattern**.
3. Read the information on the screen, and then tap **Next**.
4. Study the example pattern on the screen, and then tap **Next**.
5. Draw the screen unlock pattern by connecting at least four dots in a vertical, horizontal and/or diagonal direction. Lift your finger from the screen when finished.




> You must slide your finger on the screen to create the pattern and not tap individual dots.

6. The phone records the pattern. Tap **Continue**.
7. When prompted, draw the screen unlock pattern again, and then tap **Confirm**.

> Clear the **Use visible pattern** check box if you do not want the unlock pattern to display on the screen when you unlock it.

To change your unlock screen pattern, press HOME > MENU, and then tap Settings > Security > Change screen lock.

When you fail to draw the correct unlock pattern on the screen after five attempts, you will be prompted to wait for 30 seconds before you can try again. If you forgot your screen unlock pattern, tap Forgot pattern. You will be prompted to sign in using your Google Account name and password, and create a new screen unlock pattern before the Home screen displays.

You need to be connected to a data or Wi-Fi connection to be able to sign in to your Google Account.

## Setting a numeric PIN

1. From the Home screen, press MENU, and then tap Settings.
2. Scroll down the screen, and then tap Security > Set up screen lock > PIN.
3. Enter a PIN of at least four digits and tap Continue.
4. Enter your PIN again and tap OK.

## Setting a password

1. From the Home screen, press MENU, and then tap Settings.
2. Scroll down the screen, and then tap Security > Set up screen lock > Password.
3. Enter a password of at least four characters and tap Continue.
4. Enter your password again and tap OK.

# Settings

## Settings on your phone

Control and customize phone settings on the Settings screen.

To open the Settings screen, from the Home screen, press MENU, and then tap Settings.

### Personalize

Select a scene, set the Home screen or Lockscreen wallpaper to use, and set the default ringtone to use for incoming calls. You can also rename or delete a custom scene by pressing and holding a custom scene in Scenes.

### Wireless & networks

Configure your phone's wireless connections, such as Wi-Fi and Bluetooth, enable the Airplane mode, or set the options for mobile networks, roaming, 3G Mobile Hotspot, Virtual Private Networks, and more.

### Call

Set up call services such as voicemail, auto retry, TTY mode, and assisted dialing.

### Sound

Adjust the volume, and set the phone ringtone and notification sound.

### Display

Turn automatic screen rotation on or off, and set the screen brightness and screen timeout.

### AP1 Shortcut key

Assign the application ot item to open when you press the Shortcut key on the slide-out keyboard.

### Accounts & sync

Log in or out from your social network accounts, Google Account, and Exchange ActiveSync account. You can also manage synchronization and other settings for your accounts. See the Accounts and sync chapter for details.

### Location

Select the services to use when determining your location.

### Search

Select items to include when you do a search on your phone and set Google search options.

### Connect to PC

Set the default USB connection type when you connect your phone to your computer. Select Ask me to always display the connection type dialog box when the device is connected. See “Connecting your phone to a computer” in the Basics chapter for details.

### Security

Set up a screen lock or manage the phone’s credential storage. See the Security chapter for details on setting up a screen lock.

### Applications

Manage applications and installation of new programs.

### SD & phone storage

Check the available storage card and phone memory. You can also reset the phone. See the Backup, Update and Reset chapter for more details.

### Date & time

Set the date and time, time zone, and date or time format. To turn off auto time synchronization and be able to manually change time zone settings, see “Changing time zone settings” in the Clock and Weather chapter.

### Language & keyboard

Set the operating system language and region. You can also set onscreen keyboard options.

### Accessibility

Enable or disable preset or downloaded accessibility plugins that respond to user interaction such as receiving sound feedback when a new browser window is opened.

### Voice input & output

Configure Google voice recognition settings. You can also configure text-to-speech settings If you have installed text-to-speech (voice data) application.

### About phone

View the phone status such as the network type, signal strength, battery power level, and network name. You can also check the battery use of individual applications or view the legal information and software version of your phone. See “Checking information about your phone” in this chapter for details.

## Changing display settings

### Adjusting the screen brightness manually

1. From the Home screen, press MENU, and then tap Settings > Display > Brightness.
2. Clear the Automatic brightness check box.
3. Drag the brightness slider to the left to decrease or to the right to increase the screen brightness. Tap OK.

### Adjusting the time before the screen turns off

After a period of inactivity, the phone screen turns off to conserve battery power. You can set the idle time before the screen turns off.

1. From the Home screen, press MENU, and then tap Settings > Display > Screen timeout.
2. Tap the time before the screen turns off.

To quickly turn off the screen, press the POWER button.

## Preventing automatic screen rotation

On some applications, the screen orientation automatically adjusts depending on how you hold the phone.

Not all applications support automatic rotation.

1. From the Home screen, press MENU, and then tap Settings > Display.
2. Clear the Auto-rotate screen check box.

## Recalibrating the G-sensor

Recalibrate the screen if you feel that the screen orientation does not respond properly to the way you hold the phone.

1. From the Home screen, press MENU, and then tap Settings > Display.
2. Scroll down the screen, and then tap G-Sensor calibration.
3. Place the phone on a flat and level surface, and then tap Calibrate.
4. After the recalibration process, tap OK.

## Switching animation effects on or off

You can turn off the animation or enable only some animations when switching between screens.

1. From the Home screen, press MENU, and then tap Settings > Display > Animation.
2. On the options menu, select the animation setting you want.

### Keeping the screen on while charging the phone

You can keep the phone screen from turning off while you are charging the phone.

1. From the Home screen, press MENU, and then tap **Settings**
2. Scroll down the screen, and then tap **Applications** > **Development**.
3. Select the **Stay awake** check box.

## Changing sound settings

### Setting a sound profile

Switch to vibrate or silent mode, or use the normal phone sound settings.

1. From the Home screen, press MENU, and then tap **Settings** > **Sound** > **Sound profile**.
2. On the Choose a profile options menu, tap the sound profile you want to use.

### Enabling or disabling audible selection

You can choose to play a sound when you are selecting items onscreen.

1. From the Home screen, press MENU, and then tap **Settings** > **Sound**.
2. Scroll down the screen, and then select or clear the **Audible selection** check box.

### Enabling or disabling haptic feedback

When haptic feedback is enabled (default), your wireless device vibrates every time you press the soft keys on the front panel, or tap onscreen buttons and other onscreen elements.

1. From the Home screen, press MENU, and then tap **Settings** > **Sound**.
2. Scroll down the screen, and then select or clear the **Haptic feedback** check box.

### Choosing the notification sound

You can select the sound to play when your phone receives new notifications.

1. From the Home screen, press MENU, and then tap **Settings** > **Sound** > **Notification sound**.
2. Select your preferred notification sound in the list, and then tap **OK**.

## Changing the phone language

When you turn your phone on for the first time, you are prompted to select the language you would like to use. You can also change the language on the fly whenever you like. Changing the language adjusts the keyboard layout, date and time formatting, and more.

The languages available to choose from may depend on the version of phone you have.

1. From the Home screen, press MENU, and then tap **Settings** > **Language & keyboard** > **Select language**.
2. Tap the language and corresponding region you want to use.
3. Press HOME to return to the Home screen. You may need to wait briefly as the new language is applied to your phone.

# Optimizing your phone's battery life

When you're on the go, it's not always easy to charge your phone's battery as often as you'd like. Follow these tips to extend the time between charges:

- Turn off wireless functions such as Bluetooth, Wi-Fi, and data connection when you're not using them. See the Internet and Bluetooth chapters for details.
- Do not use GPS satellites to determine your GPS location. See the Maps & Location chapter for details.
- Lower the screen brightness. See "Adjusting the screen brightness manually" in this chapter for details.
- Switch off screen animations. See "Switching animation effects on or off" in this chapter for details
- Cut down on activities such as Internet browsing. Wireless data consumes a lot of power.
- Avoid making very long phone calls or using the camera for extended periods of time.
- Consider carrying a spare battery for times when you can't charge your battery for an extended period.
- Batteries gradually lose storage capacity over time. Consider replacing your battery after eight months to a year, or if you notice that the battery life is decreasing.

## Checking the power usage of applications

1. From the Home screen, press MENU, and then tap **Settings.**
2. Scroll down the screen, and then tap **About phone > Battery > Battery use**.

# Managing memory

## Checking how much phone memory is available for use

1. From the Home screen, press MENU, and then tap Settings
2. Scroll down the screen, and then tap SD & phone storage. The available phone memory is displayed in the Internal phone storage section.

## Checking the available storage card space

1. From the Home screen, press MENU, and then tap Settings.
2. Scroll down the screen, and then tap SD & phone storage. The total and available storage card space is displayed in the SD card section.

## Clearing application cache and data

1. From the Home screen, press MENU, and then tap Settings.
2. Scroll down the screen, and then tap Applications > Manage applications.
3. On the Manage applications screen, tap the application whose cache and/or data you want to delete.

   Press MENU to bring up sort and filter options.

4. In the Application info screen, tap Clear data and/or Clear cache.

## Uninstalling third-party applications

You cannot uninstall applications that are preinstalled on the phone.

1. From the Home screen, press MENU, and then tap Settings.
2. Scroll down the screen, and then tap Applications > Manage applications.

3. On the Manage applications screen, tap the application you want to uninstall.
4. On the Application info screen, tap **Uninstall**.

### Freeing up more phone memory or storage card space

If your phone is running low on memory, try the following:

- In your web browser, clear all temporary Internet files and history information. See the Internet chapter for more information.
- Uninstall downloaded programs from Android Market you no longer use. See “Finding and Installing Apps from Android Market “ in the More apps chapter for details.

## Checking information about your phone

1. From the Home screen, press MENU, and then tap **Settings**.
2. Scroll down the screen, and then tap **About phone**.
3. Select one of the following:

#### Network

Check information about U.S. Cellular and its service status.

#### Phone identity

Check information about your phone.

#### Battery

Check information about the battery such as its current battery level, status, and what programs are using the battery.

### Hardware information

Check the Wi-Fi MAC and Bluetooth addresses.

### Software information

Check the version and other information about the Android platform being used by the phone. You can also check the version of the web browser.

### Legal information

Read legal information from HTC and Google, and licenses used by the phone.

# Update and reset

## Updating your phone’s system software

From time to time, system software updates for your phone may be available. Your phone can check and then notify you if an update is available. You can then download and install the update to your phone.

Depending on the type of update, the update may erase all your personal data and customized settings, and also remove any programs you have installed. Make sure that you have backed up the information and files you want to keep.

Checking and downloading system software updates may incur additional data transfer fees from U.S. Cellular.

1. When there is an update available, the Install system software update dialog box will appear onscreen.
2. On the dialog box, select Install now, and then tap OK.

Select Install later if you want to install the system update at a later time. When you are ready to install, open the Notifications panel, and then tap System update is ready.

3. Wait for the update process to finish. When the update is finished, the phone will automatically reset.

### Checking for phone system software updates manually

1. From the Home screen, press MENU, then tap Settings.
2. Scroll down the screen, and then tap Software update > Check new.

Your phone checks for system software updates. If no update is available the message “Your system is currently up to date.” appears.

## Performing a hard/factory reset

You can return your phone to its original state, as it was when it left the factory. This is also called a hard reset. You might want to do this if you are giving your phone to a friend or relative and you want to remove all your data first, or if your phone has a persistent problem that is not solved by powering off the phone and then powering it on again.

A factory reset is a drastic measure. It permanently erases all your personal data and customized settings, and also removes any programs you have installed. Make sure that you have backed up the information and files you want to keep.

If your phone hangs or freezes, we recommend that you do a “soft” reset instead of a hard/factory reset. To perform a soft reset, remove the battery, wait for a few seconds, and then re-install it. After re-installing the battery, turn on the phone.

### Performing a factory reset via settings

The most convenient way to do a factory reset is via the phone settings.

1. From the Home screen, press MENU, then tap **Settings.**
2. Scroll down the screen, and then tap **SD & phone storage**.
3. Scroll down the screen, and then tap **Factory data reset**.
4. On the Factory data reset screen, tap **Reset phone,** and then tap **Erase everything**.

### Performing a factory reset using phone buttons

If you cannot turn on your phone or access the phone settings, you can still perform a factory reset by using the buttons on the phone.

1. With the phone turned off, press and hold the VOLUME DOWN button, and then press and hold the POWER button.
2. When the screen with Android images appears, release the buttons.
3. Press VOLUME DOWN to select **FACTORY RESET**, and then press the POWER button.

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