

HP iPAQ 900 Series
Product Guide

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1 Register your HP iPAQ

Please register your HP iPAQ with Hewlett-Packard to be able to perform the following tasks:

- Access support and services, and get the most out of your HP products.
- Manage your profile.
- Sign up for free support alerts, software updates, and personalized newsletters.

Visit <http://www.register.hp.com> to register your HP iPAQ or update your mail or e-mail address after registration. You are required to enter your user ID and registration password to edit your profile online. After registering your HP iPAQ, you will receive an e-mail message regarding special offers and promotions.

 **NOTE:** Registration is not supported in all countries/regions.

2 Box contents

This illustration depicts the items that come in the box with your HP iPAQ.

 **NOTE:** Box contents might vary by model.



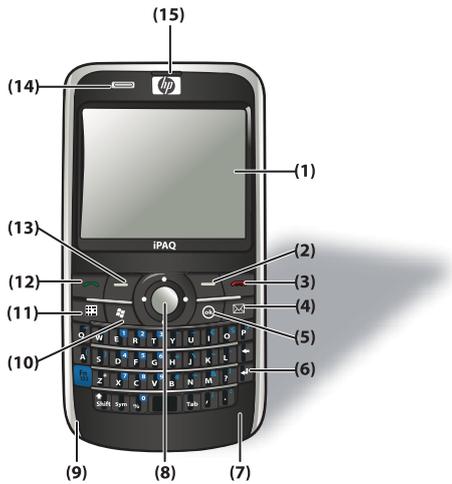
(1)	HP iPAQ 900 Series Business Messenger
(2)	Stylus NOTE: The stylus is located on the back panel at the bottom-left corner of your HP iPAQ.
(3)	1940 mAh Li-polymer removable/rechargeable battery
(4)	<i>Getting Started</i> CD with additional software
(5)	<i>Getting Started Guide</i>
(6)	Wired stereo headset NOTE: Listening to personal stereo equipment at full volume for long periods can damage hearing. To reduce the risk of hearing loss, do not spend much time listening to personal stereo equipment at full volume. HP recommends use of the headset manufactured by Merry Corporation, part number 455673-001, that is included with your HP iPAQ.
(7)	AC adapter NOTE: The AC adapter shipped with your HP iPAQ might vary depending on the country/region.
(8)	Mini-USB charging/synchronization cable

3 Components

Know the different components of your HP iPAQ.

 **NOTE:** Not all models or features are available in all countries/regions.

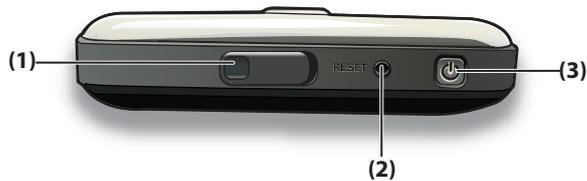
Front panel components



Component	Description	Function
(1)	Touch Screen Display	Use to view the on-screen contents. Use the stylus to select items, navigate menus, change feature settings, and play games.
(2)	Right Softkey	Press to launch Contacts from the Today screen.
(3)	End Key	Press to end a phone call.
(4)	Messaging Key	Press to launch the Messaging application.
(5)	ok Key	Press to confirm your selection.
(6)	QWERTY Keyboard	Use keys on the keyboard to enter text or dial numbers.
(7)	GSM Antenna	Detects GSM signals. NOTE: This component will not be visible externally.
(8)	5-Way Navigation Key	Use to select items, navigate menus, change feature settings, or play games. Scroll by pressing the button in the direction you want to scroll. Release the button to stop the scrolling action. Press the center button to select the item highlighted on the screen.
(9)	Microphone	Use for phone conversations or to record notes.
(10)	Windows Key	Press to display the Start menu on the screen.
(11)	Calendar Key	Press to launch the Calendar application.

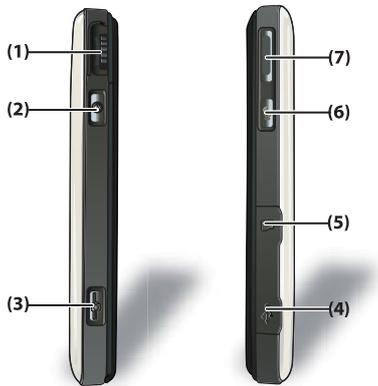
Component	Description	Function
(12)	Answer/Send Key	Press to answer a call or to view the Dialer screen.
(13)	Left SoftKey	Press to launch the Pocket Internet Explorer application from the Today screen.
(14)	LEDs	<ul style="list-style-type: none"> • Solid Amber – Charging • Flashing Amber – One or more notifications received • Solid Green – Fully charged and power still applied • Flashing Green – Within GSM/GPRS/EDGE/3G/HSDPA coverage area • Solid Red – Pre-charge when low battery and power applied • Flashing Red – Low battery warning • Solid Blue – Wi-Fi on or Wi-Fi and Bluetooth on • Flashing Blue – Bluetooth on
(15)	Earpiece	Use to listen to phone calls, sounds, and notifications.

Top panel components



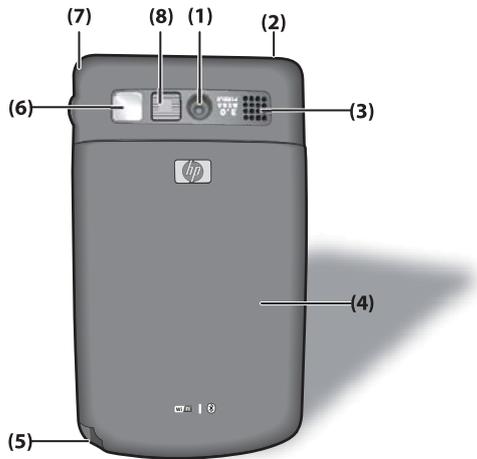
Component	Description	Function
(1)	External GPS Antenna Connector	Use to attach an external GPS antenna.
(2)	Reset	Use to soft reset your HP iPAQ.
(3)	Power Key	Press and hold to turn your HP iPAQ on or off. NOTE: Press once to put you HP iPAQ into suspend mode, or to wake it up if it is already in suspend mode.

Left and right side components



Component	Description	Function
(1)	Scroll Wheel	Use to navigate and scroll through items on the screen and confirm your selection.
(2)	ok Key	Press to confirm your selection.
(3)	Camera Key	Use to launch the camera and capture photos.
(4)	Mini-USB Connector	Use to connect the mini-USB charging/synchronization cable. NOTE: You need to open the protective flap to access the slot.
(5)	MicroSD Slot	Insert a Micro Secure Digital (MicroSD) storage card with the label side up for data storage. NOTE: You need to open the protective flap to access the slot.
(6)	Voice Commander	Press once to launch Voice Commander . NOTE: Press and hold to launch Notes .
(7)	Volume Up/Down Key	Press to increase or decrease the earpiece volume.

Back panel components



Component	Description	Function
(1)	3 Mega Pixel Camera	Turn on the camera, frame the subject in the camera lens, and view it on your HP iPAQ screen before capturing the photo.
(2)	Wi-Fi Antenna	Detects Wi-Fi signals. NOTE: This component will not be visible externally.
(3)	Speaker	Use the speaker to listen to music or as a speakerphone to converse when driving or otherwise occupied.
(4)	Back Cover	Remove to insert or remove the battery and/or the SIM card.
(5)	Stylus	Use to select elements on the screen and input information. Slide down to remove the stylus. Slide up to place the stylus.
(6)	Mirror Lens	Use the mirror lens to center your own image for a self photograph.
(7)	GPS Antenna	Detects GPS signals. NOTE: This component will not be visible externally.
(8)	Camera Flash	Use the camera flash to illuminate your subject when you capture photos.

4 Set up your HP iPAQ

Step 1: Remove the battery cover and insert the SIM card

1. Slide the cover down and away from the HP iPAQ.



2. Align the SIM card over the SIM card slot.



3. Slide the SIM card into the SIM card slot.



 **NOTE:** If the battery is already installed, remove it before inserting the SIM card. The SIM card is provided by a mobile phone service provider. Also, make sure that the metal contacts are facing down and the notched corner is in the correct position. If the SIM card is not properly inserted in

the HP iPAQ, the  (No SIM card installed) icon will be displayed on the title bar located at the top-right corner of the screen.

Step 2: Install the battery and replace the battery cover

1. Align the battery connectors on the battery with the housing pins in the battery compartment, and insert the battery.



2. Place the battery cover down and slide up until it locks into place.



Step 3: Charge the battery



△ **CAUTION:** To avoid damaging your HP iPAQ or the AC adapter, make sure all metal connectors are properly aligned before connecting.

The battery provides power for your HP iPAQ to operate. Use the AC adapter that comes with your HP iPAQ to charge the device.

It takes approximately 2-4 hours to fully charge the battery for the first time. Subsequent charging time might take longer.

To charge the battery:

1. Connect the AC adapter to an electrical outlet.
2. Open the protective flap on the HP iPAQ.
3. Connect the other end of the cable to the mini-USB connector port on your HP iPAQ. The cable connector only fits one way. If the connector does not insert easily, turn it over.

💡 **TIP:** You can also charge the battery by connecting your HP iPAQ to a USB port on your computer using the mini-USB synchronization cable.

To enable USB charging on your HP iPAQ, tap **Start > Settings > System > Power > USB Charging**. On the **Power** screen, select the **Use USB Charging** check box.

📝 **NOTE:** Whenever a replacement battery is inserted into your HP iPAQ, press the **Power** key for at least two seconds. In case your HP iPAQ does not turn on, connect an AC adapter and then try turning on your HP iPAQ.

Step 4: Turn on your HP iPAQ

Press and hold the **Power** key for a few seconds to turn on your HP iPAQ. Next, follow the instructions on the screen to complete the setup. Use the on-screen keyboard or the QWERTY keyboard to enter information.

📝 **NOTE:** The HP iPAQ will take a few minutes for the initial boot up. The keyboard will not be active during this period.

Find the serial and model number

Locate the serial and model numbers before contacting HP Customer Support, particularly if you are calling for in-warranty support.

View the serial and model number by tapping **Start > HP Help and Support > Serial and Model Numbers**.

Alternatively, to locate the serial and model number:

1. Remove the battery cover.
2. Remove the battery from your HP iPAQ.
3. Locate the label containing the product ID and serial number on the HP iPAQ.

 **NOTE:** Tap **Start > Settings > System > HP Asset Viewer > Identity** to view the serial number and tap **Start > Settings > System > HP Asset Viewer > System** to view the model number on your HP iPAQ. For more information, see [HP Asset Viewer on page 99](#).

Status icons

The following table lists the common status indicators and their meanings.

Icon	Status	Icon	Status
	Missed call		Voice call active
	Call on hold		No SIM card installed
	SIM card fault		New Voice mail
	New e-mail or SMS		Instant message received
	Battery level low		Battery charging
	Battery level		Silent/Vibrate mode on
	Ringer off		Speaker phone on
	Wi-Fi on		Wi-Fi on and network detected
	Wi-Fi connected		Bluetooth headset detected

Icon	Status	Icon	Status
	Roaming		General Packet Radio Service (GPRS) available
	GPRS available in roaming		GPRS connecting
	GPRS in use		Enhanced Data Rates for GSM Evolution (EDGE) available
	EDGE available in roaming		EDGE connecting
	EDGE in use		GSM service only
	Phone connection unavailable or network error		Radio off
	3G service available		3G connecting
	3G in use		High Speed Download Packet Access (HSDPA) service available
	HSDPA connecting		HSDPA in use
	Alarm reminder		TTY on
	Notification received		ActiveSync connected
	ActiveSync inactive		

5 Learn the basics

Get started with your HP iPAQ by learning the basic functions such as knowing the **Today** screen, entering text, and synchronizing data. You can use the **Getting Started** application to learn to perform frequently used tasks. To open the application, tap **Start > Programs > Getting Started**, and then tap the task that you want to learn.

The Today screen

The **Today** screen displays the date and time and provides a quick status of the upcoming appointments, your current profile, and the number of unread text messages. At the top of the **Today** screen, connectivity icons, volume indicator, battery indicator, and clock are displayed.

To customize the **Today** screen:

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

 **TIP:** To move the order in which the items appear, tap **Start > Settings > Personal > Today**. On the **Items** tab, tap an item to select it, and then tap **Move Up** or **Move Down**.

 **NOTE:** There are two default softkeys at the bottom of the **Today** screen: **Internet Explorer** and **Contacts**. On the **Today** screen, the **Internet Explorer** softkey is also the **Notification** softkey. Any type of alert, such as a meeting reminder, is displayed on the **Today** screen as a notification.

Enter text

Based on your preference, you can use the on-screen keyboard or a handwriting recognition feature such as **Block Recognizer**, **Keyboard**, **Letter Recognizer**, or **Transcriber** to enter text.

 **NOTE:** Transcriber is not available in all countries/regions.

To enter text:

1. Tap **Start > Settings > Personal > Input**.
2. On the **Input Method** tab, select a text input method and change options as appropriate.
3. Tap **ok**.

You can now go to a program (such as Notes) and start entering text.

Text-Input Method	Definition
Block Recognizer	Use a single stroke to write letters, numbers, symbols, and punctuation marks that get converted into typed text.
Keyboard	Tap keys on the keyboard to enter text.

Text-Input Method	Definition
Letter Recognizer	Write individual letters, numbers, and punctuation marks that are converted into typed text.
Transcriber	Write in cursive, print, or mixed handwriting (consisting of both cursive and print), and convert your writing into typed text. NOTE: This feature might not be available in all countries/regions.



TIP: Change the text-input method from within any program by tapping the  (Input selector) arrow and selecting an input method.

Label	Description
ABC	Press a text-entry key on the keyboard to enter the desired character.
123	Enter numbers and symbols using this mode.

Customize your HP iPAQ

Modify device name

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

- Synchronizing with a computer
- Connecting to a network



NOTE: If you synchronize multiple devices with the same computer, each device must have a unique name.

To change the device name:

1. Tap **Start > Settings > System > About > Device ID**.
2. Enter a name for the device. The device name must begin with a letter, consist of letters from A to Z, numbers from 0 to 9, and the special character underscore (_). The device name cannot contain spaces.

To get detailed information about your HP iPAQ:

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

The **Version** tab displays important device information, including the type of processor and the amount of memory installed.

Enter owner information

You can enter your personal information, such as your name and address, so that the HP iPAQ can be returned to you if it is lost.

To enter owner information:

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

 **TIP:** You can edit the owner information directly from the **Today** screen. To be able to do so, you need to select the **Owner Information** check box while customizing the **Today** screen. For more information, see [The Today screen on page 12](#).

Change the regional settings

The style in which regions, numbers, currency, time, and date are displayed is specified in regional settings.

To change the regional settings:

1. Tap **Start > Settings > System > Regional Settings > Region**.
2. Select a region. The region you select determines the options available on the other tabs.
3. To customize additional settings, tap the appropriate tabs and select the required options.
 - On the **Region** tab, select the required region display options.
 - On the **Number** tab, select the required number display options.
 - On the **Currency** tab, select the required currency display options.
 - On the **Time** tab, select the required time display options.
 - On the **Date** tab, select the required date display options.

Adjust the volume

You can change the volume for various sounds, such as the sound you hear when you tap program names and menu options.

To adjust volume:

1. Tap the  (Speaker) icon at the top of the screen.
2. Move the system volume slider on the screen using the stylus or the scroll wheel of your HP iPAQ to the required volume level.
3. To mute system sounds, tap **Off**.

You can also set a specific sound for a specific event.

To set sounds:

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

 **NOTE:** Turning off sounds and the LED notification helps conserve battery power.

Change the power management settings

To change the power management settings:

1. Tap **Start > Settings > System > Power**.
2. Tap **Advanced** and select the length of time the HP iPAQ stays on when using battery power or AC power.

Customize screen settings

You can customize your HP iPAQ screen settings. You can change the screen orientation, correct screen tap and alignment problems, soften the fonts, and adjust the text size.

To change screen orientation:

1. Tap **Start > Settings > System > Screen > General**.
2. Select an orientation.
 - **Portrait**: The screen display is longer than it is wide.
 - **Landscape**: The screen display is wider than it is long.
3. Tap **ok**.

To correct screen alignment:

1. Tap **Start > Settings > System > Screen > General**.
2. Tap **Align Screen**.
3. Follow instructions on the screen.
4. Tap **ok**.

To soften fonts:

1. Tap **Start > Settings > System > Screen > ClearType**.
2. Select the **Enable ClearType** check box.
3. Tap **ok**.

To adjust text size:

1. Tap **Start > Settings > System > Screen > Text Size**.
2. Move the slider on the screen to set the required text size.

 **NOTE:** The default text size is set to large.

3. Tap **ok**.

Dim or adjust the brightness of the backlight

You can set the backlight to dim after a specified amount of time has elapsed.

To dim the backlight after a certain time:

1. Tap **Start > Settings > System > Backlight**.
2. Tap **Battery Power** or **External Power**.
3. Select the backlight options of your choice.

You can also increase or decrease the brightness of the backlight.

To adjust the brightness of the backlight:

1. Tap **Start > Settings > System > Backlight > Brightness**.
2. Move the slider on the **Backlight** screen to set the required level of brightness.

Install and remove programs

You can install or remove programs on your HP iPAQ.

To install programs:

1. Use the WMDC or ActiveSync (WMDC for Windows Vista and ActiveSync for Windows XP) to connect your HP iPAQ to your computer.
2. Follow the instructions in the installation wizard provided with the program you want to install.
3. Check the screen of your HP iPAQ to see if any further steps are necessary to complete the program installation.

To remove programs:

1. Tap **Start > Settings > System > Remove Programs**.
2. Select the program you want to remove, and then tap **Remove**.

 **NOTE:** You can remove programs you install on your HP iPAQ, however, you will be unable to remove programs that were installed when you purchased your HP iPAQ.

By removing a program from your HP iPAQ, you might increase available memory on the HP iPAQ. You can also remove unused programs from your HP iPAQ to increase the available memory.

If programs are lost from your HP iPAQ for any reason, most of them can be re-installed using the synchronization software. On your computer, open the synchronization software, click **Tools > Add/Remove Programs >** check the program to be added > click **OK**. Check the screen of your HP iPAQ to see if any further steps are necessary to complete the program installation.

Open and close programs

You do not need to exit a program to open another or to conserve memory. The system manages memory automatically.

To open a program, tap **Start**, and then tap the program you want from the list. If you do not see the program you want, tap **Start > Programs**.

In most cases, programs automatically stop to free required memory. However, you can choose to close programs manually.

To close programs manually:

1. Tap **Start > Programs > Task Manager**.
2. Tap the program you want to close, and then tap **End Task**.

Set alarms and clocks

You can change time and set alarms on your HP iPAQ.

To set time:

1. Tap **Start > Settings > System > Clock & Alarms > Time**.
2. Select **Home** to set the time zone, local time, and date when you are in your home country. Select **Visiting** to set these options while traveling.

To set alarm:

1. Tap **Start > Settings > System > Clock & Alarms > Alarms**.
2. Tap **<Description>** to enter a name for the alarm.
3. Tap the day of the week for the alarm. You can select multiple days by tapping each required day.
4. Tap the time display that appears near the alarm name, and then set the time for the alarm.
5. Tap the  (Alarm) icon to specify the type of alarm. You can choose single sound or a repeating sound.
6. If you choose to play a sound, tap the list next to the **Play sound** check box, and then tap the sound you want to set.

Use shortcut menus

A shortcut menu is displayed when you tap and hold an item. This menu displays the most common commands for a specific item. For example, you can delete an appointment or send a text message to a contact by using commands on a shortcut menu. When the shortcut menu is displayed, tap the action you want to perform.

To close a shortcut menu without performing an action, tap anywhere outside the menu.

Display the clock in the title bar

When viewing certain programs, the clock might not be displayed in the title bar. You can set your HP iPAQ to display the clock in the title bar.

To display the clock in the title bar of all programs:

1. Tap **Start > Settings > System > Clock & Alarms**.
2. On the **More** tab, tap to select the **Display the clock on the title bar in all programs** check box.

Create and assign a category

In the **Calendar**, **Contacts**, and **Tasks** programs, you can use categories to organize and group your appointments, contacts, and tasks.

To create and assign a category:

1. Open the required program, select an existing item or create a new one.
2. Do one of the following:
 - For an existing item in **Calendar**, open the appointment and tap **Menu > Edit > Categories**.
 - For an existing item in **Tasks**, open the task and tap **Edit > Categories**.
 - For an existing item in **Contacts**, open the contact and tap **Menu > Edit > Categories**.

 **NOTE:** To assign a category to a contact, the contact needs to be saved in the phone memory.

- For a new item in **Calendar**, **Contacts**, and **Tasks**, create the item, and then select **Categories**.

3. Select the required check box (**Business**, **Holiday**, **Personal**, or **Seasonal**) and then tap **ok** to assign the category.

4. Tap **ok** to return to the appointment, task, or contact.

 **NOTE:** To create a new category, tap **New** and assign a name to the category for a contact, task, or an appointment. The new category is assigned automatically to the item.

Adjust the speed for scrolling through items in a list

To change the speed at which scrolling occurs:

1. Tap **Start > Settings > Personal > Buttons > Up/Down Control**.
2. Under **Delay before first repeat**, move the slider to reduce or increase the time that elapses before scrolling begins.
3. Under **Repeat rate**, move the slider to change the time it takes to scroll from one item to the next.

View the Operating System (OS) information

You can view details like OS information, processor, memory, and expansion slot on your HP iPAQ.

To view the operating system information on your HP iPAQ:

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

The OS version is displayed on the screen.

Protect your HP iPAQ with a password

You can secure data on your HP iPAQ by setting a password. Each time you turn on your HP iPAQ, you will be prompted to enter the password to unlock it. You can also lock your screen to prevent key press while traveling.

To enable password protection:

1. Tap **Start > Settings > Personal > Lock**.
2. Select the **Prompt if device unused for** check box. Then, select the amount of time your HP iPAQ should remain unused before you are prompted to enter the password.
3. In the **Password type** list, select the type of password you would like to use. Next, enter the password, and then confirm the password.
4. On the **Hint** tab, enter a phrase to help you remember your password. Make sure that your hint does not allow others to guess your password. The hint is displayed after the wrong password is entered five times in a row.
5. Tap **ok** and when prompted, tap **Yes**. The next time your HP iPAQ is unused for the specified amount of time, you are prompted to enter your password.

 **TIP:** Use the same steps as above to change or reset your password.

To disable password protection:

1. Tap **Start > Settings > Personal > Lock**.
2. Enter your password and then tap **Unlock**.
3. Clear the **Prompt if device unused for** check box.
4. Tap **ok** and then tap **Yes**.

Using device lock

The device lock feature allows you to lock your HP iPAQ to prevent any accidental key press when travelling. This feature allows you to quickly lock and unlock your HP iPAQ, from the **Today** screen, without a password.

 **NOTE:** If this feature is not displayed on the **Today** screen, tap **Start > Settings > Personal > Today > Items**, select the **Device Lock** check box, and then tap **ok**.

To lock your HP iPAQ:

- On the **Today** screen, tap **Device unlocked**.

To unlock your HP iPAQ:

1. Tap **Unlock** at the bottom-left corner of the screen or press the left softkey.
2. Tap **Unlock** at the center-right corner of the screen.

 **TIP:** If you decide to keep your HP iPAQ locked, tap **Cancel** or press the left softkey.

Battery saving tips

You can adjust the settings on your HP iPAQ to fit your individual needs and to help your battery last as long as possible between charges. Here are some recommendations to conserve battery life:

- **Connect to AC power** – Leave your HP iPAQ connected to AC power at all possible times when not using it. HP also offers a variety of accessories to keep your HP iPAQ charged when you are out of the office for extended time periods. These include the mini-USB synchronization cable and travel adapter.

Important: Always use original HP batteries and chargers to charge your HP iPAQ.

- **Disable Sounds** – Every time you are notified of an event, battery power is consumed. Tap **Start > Settings > Personal > Sounds & Notifications** to turn off any unnecessary notifications.
- **Auto Turn Off the Backlight** – Tap **Start > Settings > System > Backlight**. Specify a short amount of wait before turning off the backlight. On the **Battery Power** tab, set **Turn off backlight if device is not used for** to 10 seconds.
- **Turn off Bluetooth and Wi-Fi** – Always turn off Bluetooth and Wi-Fi when not in use. To turn off Bluetooth and Wi-Fi, tap **Start > Settings > Connections > Wireless Manager**, and then tap the respective option to turn it off.
- **Reduce push e-mail synchronization frequency** – Every time your HP iPAQ uses push e-mail to send and receive e-mail, your HP iPAQ drains the battery. You should increase the duration between synchronization cycles to reduce the number of times your HP iPAQ syncs with the e-mail server. To change the duration, see [Change e-mail download options on page 60](#).
- **Adjust ActiveSync settings** – When ActiveSync receives updates, it uses your HP iPAQ's cellular radio to connect to an Exchange Server, which consumes battery power.

To check the battery power, tap **Start > Settings > System > Power** or tap  (Battery) icon on the **Today** screen.

 **NOTE:** In case of a battery drain out, you will lose any unsaved data on your HP iPAQ. Please ensure that your HP iPAQ is adequately charged at all times.

 **WARNING!** Removing the battery from your HP iPAQ before turning it off might corrupt data on your HP iPAQ.

6 Use your Business Messenger

Use the Keyboard



Answer/Send key

Press the  (Answer/Send) key to access the **Dialer** screen as well as make and receive calls.

End key

Press the  (End) key to end a call and quit the **Dialer** screen. You can press this key to wake up your HP iPAQ from the suspend mode.

Enter key

Select an application and then press the  (Enter) key to open an application on any screen. You can also make a call or move to the next line while entering text by pressing the  (Enter) key.

Backspace key

Press the  (Backspace) key to backspace and clear text or characters one at a time. When browsing, when the cursor is not in the input field, pressing this key takes you to the previous Web page.

Softkeys

Press the left softkey to open the **Pocket Internet Explorer** application and the right softkey to open **Contacts**.

QWERTY keyboard

The QWERTY keyboard allows you to enter text. The alphabets are arranged using the QWERTY format that is similar to a computer keyboard.

Pressing a key allows you to enter the respective character. To enter characters in uppercase, press the  (Shift) key, and then press the required alphabet key. Press the  (Shift) key twice to enable caps lock. The on-screen keyboard displays the  (Shift lock) icon to indicate that characters will be entered in uppercase. Press the  (Shift) key once to disable caps lock and toggle back to enter lowercase characters.

Some keys have characters marked as superscript. To enter the superscript character, you need to press the  (Fn) key, and then the required key. Press the  (Fn) key twice to enable function lock. The on-screen keyboard displays the  (Function lock) icon to indicate that superscript characters will be entered. Press the  (Fn) key once to disable function lock and toggle back to enter main characters.

Press the  (Tab) key to enter a tab space.

Enter a character and repeatedly press the  (Sym) key to cycle through special symbols for the character entered.

Scroll wheel

Use the scroll wheel to navigate through on-screen menus, play songs, change settings, and view information. Press the scroll wheel to select an application. You can also use the scroll wheel to increase or decrease the speaker volume during a call by moving it up and down.

Check connection and signal strength

When you slide your SIM card into your HP iPAQ, your unit automatically connects to your mobile phone service provider's network. The  (Signal strength) icon indicates that you are connected. The more the vertical bars, the better the connection.

Call features

Use the call features on your HP iPAQ to make a call, answer a call, put a caller on hold, access speed dial, and access voice mail.

Make a call

To make a call:

1. Press the  (Answer/Send) key.
2. Use the **Dialer** screen to enter the number you want to call.
3. Tap **Talk**.

 **TIP:** You can also make a call by dialing the numbers using the keyboard, and then pressing the  (Enter) key.

Answer a call

To answer a call, press the  (Answer/Send) key.

When you receive a call, you can answer or ignore the call. When the phone stops ringing, the caller might be sent to Voice mail, depending on the settings provided by your mobile phone service provider. To ignore the call, tap **Ignore** on the **Dialer** screen or press the  (End) key.

Call waiting

Use call waiting to be notified of incoming calls when you are on another call.

To turn on call waiting:

1. Press the  (Answer/Send) key.
2. Tap **Menu > Options... > Services**.
3. Tap **Call Waiting > Get Settings...**
4. Under **When calls are waiting**, tap **Notify me**.

To use call waiting to answer an incoming call during a phone conversation:

1. Press the  (Answer/Send) key to move the current phone call to call waiting.
2. Press the  (Answer/Send) key to answer the incoming call or tap **Ignore** if you do not want to answer the call.
3. Tap **Swap** to switch between the calls.

Redial a number

To redial the last number, press the  (Answer/Send) key twice.

Call a contact

You can call a number stored in the contact list. As you enter a contact's name, the HP iPAQ searches the **Contacts**, **Call History**, **Speed Dial** lists, and the SIM card to find a matching name and number.

Make a call from the Today screen

To make calls from the **Today** screen:

1. Use the keyboard to enter the contact name.
2. In case there is more than one contact with the same name, scroll to select the required contact.
3. Press the  (Answer/Send) key to make the call.

Make a call from Contacts

You can select a person's name from your contacts list and press the  (Answer/Send) key to place a call. If a contact has more than one phone number, such as **Work**, **Home**, and **Fax**, do the following:

To make calls from the contacts list:

1. From the **Today** screen, tap **Contacts** or press the right softkey.
2. Scroll to the contact name.
3. Scroll to the required number and press the  (Answer/Send) key or tap the contact twice to place a call.

 **TIP:** If you have a long list of contacts, enter the first few letters of a contact's name. Your HP iPAQ searches the entire contact's list to display the name. You can also tap the letter groups at the top of the contact list, to see the contacts in that letter group.

Make emergency calls

You can make calls to emergency service numbers, even if you have locked the SIM card and/or the HP iPAQ. Your service provider programs one or more emergency phone numbers, such as 911 or 112, which you can call under any circumstances, even when your HP iPAQ is locked or the SIM card is not inserted.

To dial an emergency number:

1. Press the  (Answer/Send) key.

 **NOTE:** You need to turn on the phone before you make any emergency calls. To turn the phone on, tap the  (Wireless Manager) icon, and then tap **Phone**.

2. Use the keyboard to dial the local emergency number.
3. Press the  (Answer/Send) key to place the call.

 **NOTE:** Emergency numbers vary by country/region. Your HP iPAQ's preprogrammed emergency number(s) might not work in all locations, and sometimes an emergency call cannot be placed due to network, environmental, or interference issues.

Make calls using speed dial

You can dial phone numbers quickly by assigning speed dial numbers. You can choose speed dial entries from 2-99. The speed dial entry 1 is often reserved to set up or dial your Voice mail after the initial setup.

 **NOTE:** The **Speed Dial** feature is available only for phone numbers stored in the contact's list.

To create a speed dial shortcut:

1. Press the  (Answer/Send) key > **Speed Dial**.
2. Tap **Menu > New**.
3. Tap the contact and select a speed dial number from 2-99 in the **Location** box and tap **ok**.

 **NOTE:** You can also assign speed dial by tapping **Contacts** on the **Today** screen or pressing the right softkey, select a contact and tap **Menu > Add to Speed Dial...**

 **TIP:** You can also assign speed dial numbers to Web addresses and e-mail addresses that are stored in the **Contacts** on your HP iPAQ.

To make a speed dial call:

1. Press the  (Answer/Send) key.
2. Use the keyboard to press and hold the number you assigned as a speed dial entry. For two-digit speed dial numbers, press the first digit, release it, and then press and hold the second digit of the number.

Voice mail

To call Voice mail:

1. Press the  (Answer/Send) key.
2. Use the keyboard to press and hold **1** to automatically call Voice mail.

 **NOTE:** You might need to set up the Voice mail shortcut. For more information, see [Set up Voice mail or text messaging center number on page 30](#).

Handsfree function

You can turn the speaker on during a call to use the handsfree function.

- On the **Dialer** screen, tap **Speaker On** to turn the earpiece off.

Make data calls

Use the options available by tapping **Start > Settings > Connections > Connections** to set up General Packet Radio Service (GPRS), dial-up, Virtual Private Network (VPN), proxy, and Wi-Fi connections to connect to the Internet or your corporate network. With a data connection, you can browse the Web, download e-mail, or synchronize with a server without using cables.

Network connection time is the elapsed time from the moment you connect to your service provider's network to the moment you end the data call by pressing the  (End) key. This time includes busy signals and ringing. The amount of network connection time you track on your reset timer might not equal the amount of time for which you are billed by your service provider. For billing information, please contact your service provider.

 **NOTE:** Your HP iPAQ is preconfigured for you to browse and chat. Contact your service provider for information on mobile Internet plans, configuring e-mail, or wireless synchronization with a server.

Mute a call

You can mute the microphone during an active call. When you mute a call, the microphone is switched off. This will prevent the person you are talking to from hearing what you say. However, this will not prevent you from hearing the caller/recipient.

To mute the microphone during a call:

1. Tap **Mute** on the **Dialer** screen.
2. To disable the mute option, tap **Unmute** on the **Dialer** screen.

Put a call on hold

During a call, you can put the call on hold and dial another number or answer an incoming call. If you have more than one call on the line, you can switch between calls.

- To put a call on hold, tap **Hold**.
- To switch between calls, tap **Swap**.

 **NOTE:** The **Swap** feature is available only if a call has already been placed on hold.

These buttons are available only on the **Dialer** screen.

Make a conference call

To make a conference call:

1. Press the  (Answer/Send) key.
2. Use the **Dialer** screen to dial the required number.
3. Tap **Talk**.
4. Once you are connected, tap **Hold**.
5. Dial the second number, and then tap **Talk**.
6. Once you are connected, tap **Menu > Conference**.

 **NOTE:** To add more parties to the conference call, dial each number, connect, and then tap **Menu > Conference**.

Make a call from a hyperlink phone number

Use a hyperlinked phone number to quickly dial a phone number from an e-mail or text message. A hyperlinked phone number is underlined in the same manner as a Web site address.

From an e-mail or text message containing a hyperlinked phone number:

1. Tap the phone number.
2. Tap **Talk** to dial the number.

Dial international numbers

To make an international call, enter a country code before the phone number:

1. Press the  (Answer/Send) key.
2. On the **Dialer** screen, tap and hold **0** until the plus (+) sign displays.
3. Enter the country code and phone number.

 **NOTE:** You can also insert a plus (+) sign into a contact's phone number for quick dialing.

Call history

Manage calls using call history

Call history provides the time and duration of all incoming, outgoing, and missed calls, a summary of total calls, and provides easy access to notes taken during a call.

1. Press the  (Answer/Send) key > **Call History** to view the history of all dialed and received calls.
 2. Tap **Menu > Filter** and select a different view to change the call history view.
-
-  **NOTE:** Tap **Menu > Call Timers...** to view call durations. The **All Calls** timer cannot be reset.
3. Tap **Call History > Menu > Delete All Calls** to clear the entire call history.

Make calls using call history

Use call history to quickly call someone whom you recently called or someone who recently called you.

To make calls using call history:

1. Press the  (Answer/Send) key.
2. On the **Dialer** screen, tap **Call History**.
3. Tap the required number twice or tap **Call** to place a call.

View call details

To view call details:

1. Press the  (Answer/Send) key.
2. On the **Dialer** screen, tap **Call History**.
3. Tap the phone number of the contact to view the details.

The date and timestamp, as well as the duration of the call, are displayed.

Voice commands

Use voice commands to look up contacts, dial a contact by name, get calendar information, play and control your music, and launch applications on your HP iPAQ.

Press the **Voice Commander** button on the left panel (second button from the top) of your HP iPAQ to launch the **Voice Commander** application. Wait for the audio cue to say **Say command**, and then begin by saying a command into the microphone.

 **NOTE:** You can also launch the **Voice Commander** by pressing the hook switch on your HP iPAQ headset.

To	Say
Call a contact saved in the contact list	Call followed by the name of the contact and home/work/mobile
Call the last number dialed	Redial/Callback
Dial a number using speed dial	Speed Dial followed by the digit assigned to the number
Compose a message, e-mail, or audio e-mail	Compose <SMS/email/audio email> To (Contact)

To	Say
Read messages or e-mails	Read <SMS/email>
Check Voice mail or call history	Call voice mail/Call history
View appointments	<Today's/Tomorrow's/This Week's appointments> to list the appointments for the day, next day, or the present week
Schedule a call	Schedule A Call To (Contact) to call a contact
Create reminders or to record an audio note	Reminder/Start recording
Find a contact saved in the contact list	Find followed by the name of the contact
View the current time	What time is it?
Open an application	Start followed by the application name
Play, pause, and/or resume music	Play Music/Pause/Resume
Play an existing music file	Play followed by the name of the music file
Play the previous or the next song in the playlist	Previous/Next
View the different set of commands	What can I say?
Close the Voice Commander application	Goodbye

Change the SIM PIN

For security purposes, the SIM PIN protects your HP iPAQ against unauthorized access. You can assign a password to protect your HP iPAQ and information. Your first PIN comes from your wireless service provider.

To change the SIM PIN:

1. Press the  (Answer/Send) key.
2. Tap **Menu > Options...**
3. Under **Security**, tap **Change PIN**.
4. Enter your old PIN.
5. Tap **Enter**.
6. Enter and confirm your new PIN.
7. Tap **ok**.

To enter a PIN before you make calls, check **Require PIN when phone is used**.

 **NOTE:** Emergency calls can be placed at any time, without entering a PIN.

To remove the SIM PIN:

1. Enter the PIN to access your HP iPAQ.
2. Press  (Answer/Send) key on the keyboard.
3. Tap **Menu > Options... > Security**.
4. Clear the **Require PIN when phone is used** check box and tap **ok**.

Change service settings

Change phone service settings

Once your phone service is set up through your mobile phone service provider, you can change service settings on your HP iPAQ. For example, you might want to block certain types of incoming and/or outgoing calls, forward incoming calls to a different phone number, be notified of incoming calls when you are already in a phone session, or let others know your identity when making calls.

To change phone service settings:

1. Press the  (Answer/Send) key.
2. On the **Dialer** screen, tap **Menu > Options... > Services**.
3. Tap the service you want to change, and then tap **Get Settings...**
4. Make appropriate changes and tap **ok**.

 **NOTE:** Some of these services might be charged, please contact your service provider for more details.

Forward calls

If you do not wish to receive calls on your HP iPAQ, you can forward the calls to some other number of your choice.

To set call forward:

1. Press the  (Answer/Send) key.
2. Tap **Menu > Options... > Services**.
3. Tap **Call Forwarding > Get Settings...**
4. Select the **Forward all incoming phone calls** check box.
5. Enter the phone number that is to receive the forwarded calls.

You can set numbers for the following:

- **No answer** – phone cannot be answered.
 - **Unavailable** – phone is off.
 - **Busy** – line is busy.
6. Tap **ok**.

Call waiting

You can enable or disable call waiting to be notified of incoming calls when you are on another call.

To set call waiting:

1. Press the  (Answer/Send) key.
2. Tap **Menu > Options... > Services**.
3. Tap **Call Waiting > Get Settings...**

4. Select the setting you require:
 - Select **Notify me** to enable call waiting.
 - Select **Do not notify me** to disable call waiting.
5. Tap **ok**.

Configure caller ID

Configure caller ID to enable the telephone network to display your identity on the recipient's caller ID display.

To configure caller ID:

1. Press the  (Answer/Send) key.
2. Tap **Menu > Options... > Services**.
3. Tap **Caller ID > Get Settings...**
4. Select who do you want your identity displayed to and then tap **ok**.

To prevent your identity from being displayed to others, tap **No one**.

Block calls

If you do not wish to receive calls from certain numbers, you can block the numbers on your HP iPAQ.

To block calls:

1. Press the  (Answer/Send) key.
2. Tap **Menu > Options... > Services**.
3. Tap **Call Barring > Get Settings...**
4. Select the type of calls you want to block and then tap **ok**.

Set up Voice mail or text messaging center number

To use Voice mail or send text messages (SMS), enter the correct Voice mail or text message phone number in phone settings.

 **NOTE:** Sending text messages is not included in all network service plans. Ask your mobile service provider if your plan includes this service.

To set up Voice mail or text messaging center number:

1. Press the  (Answer/Send) key.
2. Tap **Menu > Options... > Services**.
3. Tap **Voice Mail and Text Messages > Get Settings...**
4. Enter the Voice mail or text message center number in the appropriate box.
5. Tap **ok**.

If you do not know the correct Voice mail or text message phone numbers, contact your mobile phone service provider.

Change network settings

Change phone network settings

In phone network settings, you can:

- View available wireless phone networks.
- Determine the order in which your phone accesses other phone networks (if the current one is unavailable).
- Specify whether you want to change networks manually or automatically.

To change network settings:

1. Tap **Start > Settings > Personal > Phone > Network**.
2. Select the network setting options you want to change.

 **NOTE:** Some of these services might not be available, please contact your service provider for more details. The current phone network your HP iPAQ is using is listed at the top of the screen and remains active until you change it, lose your signal, or change your SIM.

View available phone networks

To view all mobile phone networks available to you:

1. Press the  (Answer/Send) key.
2. Tap **Menu > Options... > Network**.
3. In the **Network selection** list, tap **Manual**.
4. Select a network from the list.
5. Tap **OK**.
6. Tap **ok**.

Set preferred networks

You can set preferred phone networks in the order you want your HP iPAQ to access them. For example, if your first preferred network is unavailable, your HP iPAQ tries to access your second preferred phone network.

To assign network preferences:

1. Press the  (Answer/Send) key.
2. Tap **Menu > Options... > Network**.
3. Tap **Set Networks** and select your preferred networks.
4. To set the network preference order, tap **Move Up** or **Move Down**.
5. Tap **ok**.
6. In the **Network** screen, tap the **Network selection** list.
7. Tap **Automatic**.

Manually select a phone network

Sometimes you might want to control costs by knowing when connectivity for your current, selected network is unavailable.

To manually select a network:

1. Press the  (Answer/Send) key.
2. Tap **Menu > Options... > Network**.
3. In the **Network selection** list, tap **Manual**.
4. Select the network you want to use, and then tap **OK**.
5. If your current network is unavailable, tap **Select**, and then manually select a different network.

Change the ring tone and ring type

Change the ring tone and type to select a different sound to notify you of incoming calls.

To change ring tone and ring type:

1. Press the  (Answer/Send) key.
2. On the **Dialer** screen, tap **Menu > Options... > Phone**.
3. Tap the **Ring type** or **Ring tone** list.
4. Select the sound you want to use.

Take notes during a call

To create a note during a call:

1. During a call, tap **Menu > Create Note**.
2. Enter your text.
3. Tap **ok**.

To access a note you created during a call:

1. Press the  (Answer/Send) key.
2. On the **Dialer** screen, tap **Call History**.
3. Tap and hold the name or number for the phone call entry containing the note.
4. Tap **View Note**.

A note created during a call can also be accessed from the **Notes** application. The note title is the contact name or the phone number you were connected to when writing the note.

Select a frequency band automatically

Your HP iPAQ has an integrated GSM/GPRS/EDGE feature that supports four different frequency bands (850/900/1800/1900) for international roaming. Your HP iPAQ also supports WCDMA/HSDPA in three different frequency bands (850/1900/2100). When traveling between countries and/or wireless network operators, this feature automatically changes the connection settings for frequency bands if the home band is unavailable. This feature is the default setting on the HP iPAQ.

 **NOTE:** Your HP iPAQ might take several minutes, depending on the environment, to connect to the network for the first time when roaming in another country.

To avoid problems once you are out of the country, follow these tips before you leave:

- Visit your mobile phone service provider's Web site to see if their service is available where you are traveling.
- Verify if your mobile phone account is set up for international roaming and if additional charges apply.

Copy all contacts from your HP iPAQ to a SIM

When using the SIM card in multiple devices, you can copy contacts from your HP iPAQ to a SIM.

1. From the **Today** screen, tap **Contacts** or press the right softkey.
2. Tap **Menu > Copy to SIM**.
3. Tap **OK** to copy the contacts or **Cancel** to go back to the previous screen.
4. From the **Today** screen, tap **Contacts** or press the right softkey and search for the added contacts to verify if you copied the contacts to your SIM.

Copy all contacts from a SIM to your HP iPAQ

When using multiple SIM cards with your HP iPAQ, you can copy contacts from a SIM to your HP iPAQ.

1. From the **Today** screen, tap **Contacts** or press the right softkey.
2. Tap **Menu > Copy from SIM**.
3. Tap **OK** to copy the contacts or **Cancel** to go back to the previous screen.
4. From the **Today** screen, tap **Contacts** or press the right softkey and search for the added contacts to verify if you copied the contacts to your HP iPAQ.

Add Tele-typewriter (TTY) functionality

Add TTY functionality for people who are hearing impaired or hard-of-hearing

HP iPAQ products support Tele-typewriter (TTY) functionality, which allows people who are hearing impaired or with hearing limitations to communicate using existing telephony infrastructure, including cell phones. To achieve this, separately purchased TTY devices must be connected to the telephones on both ends of a telephone call session, and the HP iPAQ must be configured for TTY use. The sending TTY device generates a distinct audio tone for every supported character, and these tones are decoded and converted back into text on the receiving TTY device.

Due to the use of audio compression codecs in modern digital cell phones, these TTY audio tones might be unintentionally distorted while being transmitted through cell phones. Therefore, in order for TTY devices to continue to work in cellular networks, the cell phone must be set into a mode that optimizes the compression codec to handle TTY tones instead of the human voice.

To use TTY with the HP iPAQ, an optional TTY audio adapter must be plugged into the HP iPAQ headset connector. This TTY audio adapter converts the pin-out of the headset connector, which is designed for a wired ear bud and stereo headphones, to the pin-out required by most TTY devices. To purchase the

TTY audio adapter (part number: FA709BAC3), visit <http://www.hp.com>, and then go to **Home and Home office > Handhelds & Calculators > iPAQ accessories**.

 **NOTE:** As the HP iPAQ does not support internal Cellular Text Telephone Modem (CTM) conversion, the TTY device you use must contain CTM conversion, or you must use an external CTM adapter between the HP iPAQ and the TTY device.

For information on connecting TTY devices or CTM adapters to the HP iPAQ, refer to the TTY device or CTM adapter manufacturer's documentation.

HP is committed to developing products, services, and information that are accessible to everyone, including people with disabilities or age-related limitations. For more information, visit <http://www.hp.com/accessibility>.

Enable TTY support

 **NOTE:** Before enabling TTY support on the HP iPAQ, connect a headset into the headset connector or the setting reverts back to disabled. For example, plug in the optional TTY audio adapter into the ear bud jack first, as described below. Once you enable TTY support, you can remove the headset and TTY remains enabled on the HP iPAQ until you disable it.

To enable TTY support:

1. Connect the TTY device to the TTY audio adapter.
2. Connect the TTY audio adapter to the headset connector on the HP iPAQ.
3. Press the  (Answer/Send) key on the front of the HP iPAQ to launch the **Dialer** screen.
4. Tap **Menu > Options... > TTY**.

 **TIP:** You can also enable TTY by tapping **Start > Settings > Personal > Phone > TTY**.

5. Select the **TTY Mode** check box.
6. Select the required TTY mode:
 - **Default:** The default mode uses text for incoming and outgoing communication.
 - **VCO:** The Voice carry over mode uses text for incoming communication and audio for outgoing communication.
 - **HCO:** The Hearing carry over mode uses audio for incoming communication and text for outgoing communication.
7.  Tap **ok**. The  (TTY) icon displays in the Navigation bar when it is enabled. Now you are in TTY audio mode.
8. Connect the optional TTY device cable to the TTY audio adapter as stated in the TTY manufacturer's documentation.

 **NOTE:** Do not activate TTY audio mode while a telephone call is already in progress.

Make a phone call using the TTY enabled HP iPAQ

To make a phone call using the TTY enabled HP iPAQ:

1. Press the  (Answer/Send) key.
2. Dial the phone number of the person you are trying to reach who also has a Tele-typewriter (TTY) device connected to his phone. If you are asked if you want to turn on the phone, tap **Yes**.

 **NOTE:** Install a SIM card before making your first phone call.

3. When the phone call is answered, start typing on the TTY keyboard.

The letters typed into the TTY device are turned into electrical signals that travel over regular telephone lines. When the signals reach their destination (another TTY device), they are converted back into letters that appear on a display screen, are printed on paper, or both.

When you have finished typing your phone conversation, the person on the other end of the line might begin typing their answers or comments to you.

4. To end the phone call, press and hold the  (End) key.

 **NOTE:** If a normal headset is connected while TTY support is enabled, the audio quality might decrease. Also, if you make a phone call using a Bluetooth headset while in TTY mode and insert a plug into the headset connector, TTY audio mode activates thereby reducing the quality of voice calls.

Disable TTY support

To disable TTY support:

1. Press the  (Answer/Send) key to launch the **Dialer** screen.
2. Tap **Menu > Options... > TTY**.

 **TIP:** You can also disable TTY by tapping **Start > Settings > Personal > Phone > TTY**.

3. Clear the **TTY Mode** check box.
4. Tap **ok**.

 **NOTE:** If you plan to use the HP iPAQ in both normal and (TTY) audio mode, HP recommends disabling TTY support when the HP iPAQ is not being used for TTY to allow the special network resources to be used by others.

Add Hearing Aid Compatibility (HAC) functionality for people who use hearing aids

Your HP iPAQ product supports the Hearing Aid Compatibility (HAC) functionality, which helps people who use hearing aids to hear audio output. When this feature is enabled, the HP iPAQ transmits magnetic signals in addition to audio signal. These magnetic signals allow people using hearing aids to hear the audio signals better.

 **NOTE:** You need to ensure that your hearing aid is HAC-compatible. You also need to ensure that your handsfree or headphones used, if any, are HAC-compatible.

Enable HAC support

To enable HAC support:

1. Press the  (Answer/Send) key to launch the **Dialer** screen.
2. Tap **Menu > Options... > TTY**.

 **TIP:** You can also enable HAC by tapping **Start > Settings > Personal > Phone > TTY**.

3. Select the **HAC Mode** check box.
4. Tap **ok**.

Disable HAC support

To disable HAC support:

1. Press the  (Answer/Send) key to launch the **Dialer** screen.
2. Tap **Menu > Options... > TTY**.

 **TIP:** You can also disable HAC by tapping **Start > Settings > Personal > Phone > TTY**.

3. Clear the **HAC Mode** check box.
4. Tap **ok**.

Voice notes

The voice notes application allows the user to record audio notes. You can create a stand-alone recording, which is recording a note without actually writing it, or you can add a recording to a note.

Create voice notes

You can create stand-alone recording (voice note) or add a recording to a note using the notes application.

To create a stand-alone recording (voice note):

1. Tap **Start > Programs > Notes**.
2. From the note list, tap the  (Record) icon.

 **NOTE:** If the **Recording** toolbar does not appear, tap **Menu > View Recording Toolbar**.

3. Speak into the microphone.
4. When you have finished recording the note, tap the  (Stop) icon on the **Recording** toolbar.

To add a recording to a note:

1. Tap **Start > Programs > Notes**.
2. Create or open a note, and then tap the  (Record) icon.

 **NOTE:** If the **Recording** toolbar does not appear, tap **Menu > View Recording Toolbar**.

3. Speak into the microphone.
4. When you have finished recording the note, tap the  (Stop) icon on the **Recording** toolbar.



NOTE: If you are recording in an open note, the  (Voice Note) icon is displayed in the note. If you are creating a stand-alone recording, the  (Recorded Voice Note) icon is displayed next to the note in the note list.

You can also create a voice note using the **HP Photosmart Mobile** application and attach the note to a picture.

Delete voice notes

To delete a stand-alone recording voice note:

1. Tap **Start > Programs > Notes**.
2. From the note list, tap and hold the note.
3. Tap **Delete**.

To delete a recording within a note:

1. Tap **Start > Programs > Notes**.
2. Open a note.
3. Select the  (Voice Note) icon. To select the icon, tap and hold next to the icon. As soon as dots appear and before they form a complete circle, quickly drag across the icon.
4. Tap and hold the  (Voice Note) icon.
5. Tap **Clear**.

Listen to voice notes

To listen to voice notes:

1. Tap **Start > Programs > Notes**.
2. Tap the  (Recorded voice note) icon to hear the note.

Rename voice notes

To rename voice notes:

1. Tap **Start > Programs > Notes**.
2. Tap and hold the note to rename.
3. Tap **Rename/Move**.
4. Enter the new name in the **Name** box.
5. Tap **ok**.

Configure channels

Enable this feature to receive real-time news and information such as traffic news and weather reports. Check with your mobile phone service provider for availability in your area.

To configure the phone broadcast channels:

1. Tap **Start > Settings > Personal > Phone > More**.
2. Select the **Cell Broadcast** check box.
3. Tap **Setting...**
4. Tap **Add...**, and then enter the channel name and number.
5. Tap **ok**.

Notes

You can store information in the form of notes on your HP iPAQ.

Write a note

To write a note:

1. Tap **Start > Programs > Notes**.



NOTE: You can press and hold the Voice Commander button on the left panel (second button from the top) of your HP iPAQ to launch the **Notes** application. Writing must be selected as the default input mode.

2. Tap **New**.
3. Write your text on the screen.
4. When finished, tap **ok** to return to the note list.

To select handwritten text, tap and hold next to the writing. As soon as dots appear and before they form a complete circle, quickly drag across the writing.

If a letter crosses three ruled lines, it is treated as a drawing rather than text.

Create a copy of a note

To create a copy of a note:

1. Tap **Start > Programs > Notes**.
2. Open the note you want to copy.
3. Select the text on the screen, tap **Menu > Copy**.
4. Open the required note from the note list or a new note to which the selected content is to be copied.
5. Tap **Menu > Paste**.

If you paste the contents in a new note, a copy of the note displays in the note list.

Reset your HP iPAQ

You might need to reset your HP iPAQ if it does not respond to your pressing a button or tapping on the screen. The three types of resets are soft, hard, and clean.

Perform a Hard Reset

A hard reset stops all running applications, but does not erase any programs or saved data. A hard reset also resets all hardware registers. Be sure to save any unsaved data within a running application before performing a hard reset.

 **NOTE:** You can also use these steps to perform a soft reset.

To perform a hard reset:

1. Locate the recessed **Reset** button at the top of your HP iPAQ.
2. Use the stylus to lightly press the **Reset** button.
3. Release the **Reset** button.

The HP iPAQ resets and powers on.

Perform a Factory Reset

A factory reset clears all user-installed settings, programs, and data, and it restores your HP iPAQ to factory settings.

To perform a factory reset:

1. Turn off your HP iPAQ.
2. Press the **ok** button located on the right side of the unit and the **Voice Commander** button located on the left side of the unit.



3. Keeping the **ok** and the **Voice Commander** buttons pressed, use the stylus to lightly press the **Reset** button.
4. Release the **Reset** button.
5. Release the **ok** button and the **Voice Commander** button when **Clean Boot** is displayed on the screen.

 **NOTE:** You can also tap **Start > Settings > System > Factory Recovery**, and then follow the on-screen instructions.

The HP iPAQ restarts and powers on.

△ **CAUTION:** If you perform a factory reset, you will lose all the data stored on your HP iPAQ, except the data in iPAQ File Store.

7 Camera

With the built-in 3 megapixel camera, you can record video clips, take pictures, view, and save them on your HP iPAQ.

 **NOTE:** The camera is not available on all models.

Use the camera

Use the built-in camera on your HP iPAQ to capture and view photos.

Capture photos

You can capture photos and store them in your HP iPAQ or storage card.

 **NOTE:** You cannot use the camera if the battery power is less than 20%.

To capture photos:

1. Press the **Camera** key or tap **Start > Programs > Camera**.
2. Press the navigation key down to zoom in and up to zoom out.

 **NOTE:** You will not be able to use these keys to zoom in or out when the camera is used with 3M resolution.

3. Press the navigation key left to increase brightness and right to decrease brightness.
4. Press the **Camera** key to capture a photo and automatically save it in **File Explorer > My Documents > My Pictures**.

 **NOTE:** Tap the  (Flash) icon to enable flash while taking pictures.

View photos

To view photos captured on your HP iPAQ:

1. Tap **Start > HP Photosmart Mobile**.
2. Browse to the required photo.
3. Tap twice to view the photo.

Camera settings

To set up the camera settings, tap **Start > Programs > Camera**. Tap the  (Settings) icon.

Basic settings

You can set basic options for the camera. The settings on the **Basic** tab can be applied while taking photos and also while recording video clips.

- **Enable Shutter Sound** – Select this option to enable the shutter sound while clicking photos.
- **Photo File Prefix** – Specify a prefix name for the photos you click.
- **Video File Prefix** – Specify a prefix name for the video clips you record.
- **Save file to** – Specify a location on your HP iPAQ where you want to store your images and videos.

You can use additional features, such as **White Balance**, **Effect**, **Contrast**, **Brightness**, **Hue**, **Saturation**, **Flicker**, and **Sharpness**, to enhance the appearance of your photos or videos.

Photo settings

Tap the **Photo** tab, to configure the required settings for capturing photos.

- **Capture Mode** – Enables you to change the mode for capturing photos.
 - **Normal** – Align the focus rectangle with your object and press the **Camera** key located on the right-hand side of your HP iPAQ. When the focus rectangle turns green, press the **Camera** key again to capture the photo.

 **NOTE:** This is the default mode for capturing photos.
 - **Timer** – Use this mode to capture self portraits. After you press the **Camera** key, a time delay of 10 seconds will be displayed in the focus rectangle.
 - **Burst** – Use this mode to capture a set of 5 photos by pressing and holding the **Camera** key.
 - **Frame** – Use this mode to set a beautiful frame around your photo. Select from the available frames by tapping the Left/Right arrows, and then press the **Camera** key to capture a photo with the frame you selected.
 - **Panorama horizontal** – Use this mode to create horizontal panoramic images, such as vast landscapes and city skylines. Press the **Camera** key to shoot the leftmost photo first. When shooting the next photo, 1/3 of the previous photo is displayed on the left side of the screen. This helps match the previous photo when capturing the next photo. After capturing all photos, tap the  (Stitch) icon to stitch them.
 - **Panorama vertical** – Use this mode to create vertical panoramic images, such as monuments and tall structures. Press the **Camera** key to shoot the top photo first. When shooting the next photo, 1/3 of the previous photo is displayed on the top of the screen. This helps match the previous photo when capturing the next photo. After capturing all photos, tap the  (Stitch) icon to stitch them.
- **Resolution** – Select a resolution for your photos from the available options: **QVGA – 320 X 240**, **VGA – 640 X 480**, **1M – 1280 X 960**, **1.3M – 1280 X 1024**, **2M – 1600 X 1200**, and **3M – 2048 X 1536**.
- **Photo Quality:** Select the quality of the photo as **Low**, **Normal**, or **High**.

Video recorder

Record videos

You can use the built-in camcorder on your HP iPAQ to create short videos and share them with your friends and family.

To record videos:

1. Tap **Start > Programs > Camera**.
2. Tap  (Video) icon to go into the video mode.
3. Press the **Camera** key to start recording. Press the **Camera** key again to stop recording.

Video settings

To configure settings for recording videos:

1. Tap **Start > Programs > Camera**.
2. Tap the  (Settings) icon.
3. Tap the **Video** tab.
4. Configure the following settings:
 - **Video Format** – Select the video format.
 - **Resolution** – Select a resolution for your videos from the available options: **QCIF(176 X 144)** or **QVGA(320 X 240)**.
 - **Record Voice** – Select this check box to record audio along with the video.
 - **Fit to MMS** – Select this check box to ensure that the recorded video does not exceed the file size that an MMS can hold.

Options for camera and video recorder

Icon	Description
	Device – This icon displays the number on the left top corner of the screen that indicates how many photos you can save to the current storage device. The storage devices available are phone memory and external storage card.
	Flash off – Tap to turn the flash on.
	Flash on – Tap to turn the flash off.
	Resolution – Tap to change the resolution.
	Exit – Tap to exit the application.
	HP Photosmart Mobile – Tap to launch HP Photosmart Mobile to view the captured photos.
	Video – Tap to switch to the camera mode.

Icon	Description
	Settings – Tap to change the settings.
	Zoom – Move the slider to zoom out or zoom in. NOTE: You need to tap the screen while capturing photos to view the Zoom slider. You will not be able to use these keys to zoom in or out when the camera is used with 3M resolution.
	Brightness – Move the slider to adjust the brightness. NOTE: You need to tap the screen while capturing photos to view the Brightness slider.
	Panorama – This icon is displayed while capturing panorama photos.
	Stitch – Tap to stitch the photo into a panorama after capturing a set of photos in the Panorama modes.
	Left/Right arrows – Tap to browse through a set of frames.
	Photo – Tap to return to the capture mode and capture new photos.
	Send As – Tap this icon to select an account and e-mail captured photos.
	Delete – Tap to delete the current photo.
	HP Photosmart Mobile – Tap to launch HP Photosmart Mobile and view the captured photos.
	Play – Tap to play current video clips. You can Stop , Pause , or Play the video by tapping on the control icons. The time bar shows the playback progress.

Transfer images

Use GPRS

When the phone radio is turned on for the first time, the **HP iPAQ DataConnect** application detects the mobile phone service provider and automatically populates the MMS settings on the HP iPAQ.

 **NOTE:** You need a data-enabled SIM installed in your HP iPAQ.

To transfer pictures using MMS:

1. Press the  (Messaging) key > **Text/MMS Messages > Menu > New > MMS.**
2. Tap **Select.**
3. Tap **Insert picture/video** and then tap the picture or the video you want to attach.
4. Specify the recipient's details in the **To** field.
5. Tap **Send.**

Use Bluetooth

You can do the following to transfer images from your HP iPAQ to other devices:

To transfer images using Bluetooth:

1. Tap **Start > HP Photosmart Mobile**.
2. Scroll and select a picture.
3. Tap **View**.
4. Tap **Menu > Send... > Bluetooth**.
5. Tap **Next**.
6. Select the device and tap **Tap to send**.

 **NOTE:** Your Bluetooth connection should be switched on to transfer images.

8 Storage cards

Use storage cards

Use optional storage cards for:

- Expanding the memory of your HP iPAQ
- Storing pictures, video clips, music, and applications

 **NOTE:** Storage cards are not included with your HP iPAQ, and must be purchased separately.

For more information about storage cards, visit <http://www.hp.com/go/ipaqaccessories>.

Insert a storage card

To insert a storage card:

1. Open the cover protecting the storage card slot.



2. Slide the storage card in the MicroSD slot with the metal area inserted first and facing the rear of the HP iPAQ.



3. Push the card in the slot to lock it in place.



4. Close the cover protecting the storage card slot.



If you have trouble inserting a storage card, try the following:

- Make sure you are not inserting the card at an angle.
- Make sure you are inserting the metal area first and it should face the rear of the HP iPAQ.

Remove a storage card

To remove a MicroSD storage card from the storage slot on the HP iPAQ:

1. Close all programs that are using the storage card.
2. Press and hold the **Power** key to turn off your HP iPAQ.
3. Open the cover protecting the storage card slot.



4. Push the card in the slot to unlock the card.



5. Remove the storage card from the storage card slot.



6. Close the cover protecting the storage card slot.



View contents of a storage card

Use File Explorer to view the files that are located on your optional storage card.

To view contents of a storage card:

1. Tap **Start > Programs > File Explorer**.
2. Tap **Up**, and then select the storage card folder to see a list of files and folders.

If the HP iPAQ does not recognize your storage card, try the following:

- Install any drivers that came with the storage card.
- Reset the HP iPAQ by using the stylus to lightly press the **Reset** button.

 **NOTE:** Make sure that you save your data before you reset.

9 Synchronization

Synchronization software

If your computer is running Windows XP or an earlier version, synchronization settings are managed through Microsoft ActiveSync. Microsoft ActiveSync 4.5 is available on the *Getting Started* CD. You can also visit <http://www.microsoft.com/windowsmobile> for more information or to download Microsoft ActiveSync.

If your computer is running Windows Vista, synchronization settings are managed through Windows Mobile Device Center (WMDC). WMDC 6.1 is available on the *Getting Started* CD. You can also visit <http://www.microsoft.com/windowsmobile> to download WMDC.

 **NOTE:** You must install Microsoft ActiveSync or WMDC on your computer before connecting your HP iPAQ to the computer.

Copy files

You can copy files to and from the computer using ActiveSync.

To configure your HP iPAQ using the Pocket PC sync setup wizard:

1. Connect your HP iPAQ to the computer using the mini-USB synchronization cable and wait for the synchronization software to launch (WMDC for Windows Vista and ActiveSync for Windows XP).
2. Tap **Next** after the Pocket PC sync setup wizard is displayed.
3. You can select one of the following options:
 - Select the **Synchronize directly with a server running Microsoft Exchange. To do this now, you will need to have the server address and your logon credentials** check box and tap **Next**. Enter the required information on the screen if you want to configure your e-mail account using the Exchange Server.
 - If you want to sync your HP iPAQ to the Outlook e-mail account on your computer, clear the **Synchronize directly with a server running Microsoft Exchange. To do this now, you will need to have the server address and your logon credentials** check box, and then tap **Next**.
4. Select the item you want to synchronize from the **Information Type** list and select either **Windows PC (This PC)** or **Microsoft Exchange** from the **Source** list.
5. Tap **Next**, and then tap **Finish** to complete the setup.

To copy files using ActiveSync without using the Pocket PC sync setup wizard:

1. Connect your HP iPAQ to the computer using the mini-USB synchronization cable and wait for the synchronization software to launch (WMDC for Windows Vista and ActiveSync for Windows XP).
2. After the Pocket PC sync setup wizard launches, tap **Cancel** to continue copying files without using the wizard.
3. On the computer, select **Start > All Programs > Microsoft ActiveSync**.
4. In the **ActiveSync** window, select **Explore**.

5. Double-click **My Windows Mobile-Based Device** and select the files to be copied to or from your computer.
6. Open **Windows Explorer** on your computer and locate the files to be copied to or from your HP iPAQ.
7. Drag and drop the files between your HP iPAQ and the computer. ActiveSync converts the files so that they can be used by the Office Mobile programs, if necessary.

 **NOTE:** You cannot copy preinstalled files or system files.

To copy files using WMDC:

1. Connect your HP iPAQ to the computer and wait for WMDC to launch automatically.
2. Click **File Management** to open the Mobile Device folder for your HP iPAQ.
3. In the **Mobile Device** folder, navigate and select the file that you want to copy on your HP iPAQ or computer.

Move the files directly into My Documents on your HP iPAQ (or into a folder inside My Documents).

Migrate data from Palm Desktop to Microsoft Windows Mobile 6.1

If you used a Palm OS based device before purchasing your HP iPAQ, you need to migrate your data from the Palm Desktop software to Microsoft Windows Mobile 6.1.

To migrate data from Palm Desktop to Windows Mobile 6.1:

1. Ensure that you have Microsoft Outlook 98 or higher installed on your computer.
2. To switch synchronization from the Palm Desktop to Outlook, insert the original CD that came with your Palm device into your computer's CD ROM drive. From the **Discover Your Handheld** screen, select **Install Microsoft Outlook Conduits**. Alternatively, you can reinstall the Palm Desktop and HotSynch Manager software from the original CD. During the configuration process, select **I want to sync with Microsoft Outlook**.

 **NOTE:** Microsoft Outlook must be set as your default e-mail program to properly synchronize with the Palm Desktop software. If you need to change your settings, open Microsoft Outlook, then click **Tools > Options > Other** tab and check the **Make Outlook the default program for E-mail, Contacts, and Calendar** check box. Click **Apply > OK**, and then restart your computer.

3. Use the HotSynch Manager software located on the original CD that came with your Palm device to synchronize your Palm information with Outlook. Refer to the instructions that came with your Palm device for help installing or using HotSynch.
4. When Outlook is synchronized with your Palm device, uninstall Hotsynch from your computer. Click **Start > Control Panel >** double-click **Add or Remove Programs**. Select **Palm Desktop**, then click **Remove**. Follow the on-screen instructions.
5. Insert the *Getting Started* CD into your computer's CD-ROM drive and follow the on-screen instructions to install ActiveSync on your computer and create a partnership between your HP iPAQ and your computer.

Wireless synchronization cost saving tips

How you manage the cost of synchronizing without wires from your HP iPAQ depends on your priorities.

To	Do this
Reduce network connection or data transfer costs	Increase the time between scheduled synchronizations, or synchronize manually. Check the details of your rate plan.
Extend battery life	Schedule synchronization less frequently or synchronize manually.
Keep your information up to date	During periods of high mail volume, schedule synchronization at regular but frequent intervals. During periods of low mail volume, schedule synchronization as items arrive.

 **NOTE:** The HP iPAQ power-down timer is reset each time you synchronize. If you schedule a synchronization interval that is smaller than the time interval set for the HP iPAQ to automatically power down, the HP iPAQ never turns off to save battery power.

Troubleshoot synchronization issues

Following is a list of symptoms that might indicate synchronization issues for Windows Vista:

- WMDC does not launch even after installation.

Following is a list of symptoms that might indicate synchronization issues for Windows XP:

- No **ActiveSync** tone plays (or a  gray icon displays), and there is no activity in the **ActiveSync** window on your computer.
- **ActiveSync** tone plays, and the **ActiveSync** icon on your computer changes to a  swirling green icon. The **Retrieving settings** message displays on your computer, but the **ActiveSync** connection drops prior to establishing the partnership.
- **ActiveSync** is searching for a connection but cannot establish one. (The  green icon on your computer continues to spin.)
- Synchronization has been established between your HP iPAQ and computer but connection is dropped. (The  green icon on your computer stops spinning and grays out.)
- Firewall or other network protection software message box is displayed for **ActiveSync** to access the network or Internet.

Following is a list of troubleshooting tips if you experience difficulty while synchronizing your HP iPAQ and computer. Try the following solutions to troubleshoot any synchronization issues:

- Check the OS on your computer before you begin synchronizing information between your HP iPAQ and computer. The synchronization method varies depending on the OS running on the computer.

If your computer is running Windows XP or an earlier version, synchronization settings are managed through Microsoft ActiveSync. Microsoft ActiveSync 4.5 is available on the *Getting Started* CD. Visit <http://www.microsoft.com/windowsmobile> for more information or to download Microsoft ActiveSync.

If your computer is running Windows Vista, synchronization settings are managed through Windows Mobile Device Center. Visit <http://www.microsoft.com/windowsmobile> to download Windows Mobile Device Center.

 **NOTE:** HP does not guarantee the accurate functionality of any third party applications with Windows Vista.

- If you are running **ActiveSync** 4.5 or later and personal firewall software on your computer, please add **ActiveSync** to the firewall program's exception list.

(Firewall software, such as Sygate Personal Firewall, TrendMicro PC-cillin Internet Security 2005, Norton Personal Firewall, McAfee Personal Firewall, or Zone Alarm Security Suite might block synchronization.) Refer to the documentation that came with your firewall program to determine how to add ActiveSync 4.5 or later to the program's exception list. To further troubleshoot a firewall application and enable ActiveSync 4.5 or later, visit: <http://www.microsoft.com/windowsmobile>.
- During the **ActiveSync** installation, if you inadvertently left the **Microsoft Exchange Server** option box checked and are not planning to connect to an Exchange Server, follow these steps:
 - Connect your HP iPAQ to your computer. Make sure an **ActiveSync** connection is established.
 - On your computer, click **Start > All Programs > Microsoft ActiveSync**.
 - Click **Tools > Options**.
 - Clear the boxes for the sync items listed under the **Server group**.
 - Select the check boxes under the **Computer group** for those items you want to synchronize.
- Disconnect your HP iPAQ from your computer and wait for the **ActiveSync** message confirming that your HP iPAQ is no longer connected. Reconnect your HP iPAQ to your computer. Wait to see if your HP iPAQ connects to your computer.
- On your computer, in **ActiveSync** application, select **File > Connection Settings**. Confirm that USB is selected as a potential connection method.
- Connect your HP iPAQ to a different USB port on your computer.
- Check your mini-USB synchronization cable. Consider using another mini-USB synchronization cable if one is available to you.
- Try synchronizing via a Bluetooth connection. Refer to the printed or CD-based documentation that came with your HP iPAQ for specific instructions.
- Unplug your HP iPAQ from your computer, and then re-connect.
- Uninstall **ActiveSync** from your computer and then reinstall it. To uninstall **ActiveSync** from your computer, click **Start > Control Panel > Add or Remove Programs > Microsoft ActiveSync**. Then click **Remove > Yes**.

After trying the above solutions if you still do not have any success in solving your connection problem, perform a hard reset on your HP iPAQ using the HP iPAQ Setup Assistant.

You can reinstall your applications on your HP iPAQ after the hard or clean reset is complete by using ActiveSync on your computer. After your HP iPAQ is synchronized properly, go to **ActiveSync** on your computer and select **Tools > Add/Remove Programs**, and then select any programs you want to reinstall.

Customized links in WMDC

After connecting your HP iPAQ to a Windows Vista system using WMDC 6.1, an image of HP iPAQ 900 Series Business Messenger pops up on the left of the **Windows Mobile Device Center** screen. You can set up your HP iPAQ to synchronize the Outlook contacts, e-mail, and other information on your HP iPAQ or just connect the HP iPAQ by skipping the setup process.

After the HP iPAQ synchronizes with your computer, the following links are displayed on your computer:

- **Programs and Services**
- **Pictures, Music, and Video**
- **File Management**
- **Mobile Device Settings**

To view a list of customized links, navigate to **Programs and Services**. Click **more>>** to view additional links for the various HP services and click **<<back** to go back to the previous screen.

10 Tasks

The tasks application provides you with an easy way to create a to-do list. You can categorize tasks and mark them as complete, when required. You can also configure tasks to remind you about upcoming appointments.

Create a new task

To create a new task:

1. Tap **Start > Programs > Tasks**.
2. Tap **Menu > New Task**.

 **NOTE:** You can also tap **Tap here to add a new task** and enter a description for the task to quickly create a new task.

3. Enter the required fields for the task, and then tap **ok**.

Set start and due dates for a task

To set dates for a task:

1. Tap **Start > Programs > Tasks**.
2. Tap the task you want to set start and due dates for.
3. Tap **Edit** and do one or both of the following:
 - Tap **Starts** to enter a start date for the task.
 - Tap **Due** to enter a due date for the task.
4. Tap **ok**.

Show start and due dates in the task list

To enable display of dates for a task in the task list:

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

Set options for displaying tasks on the Today screen

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

To enable display of tasks on the **Today** screen:

1. Tap **Start > Settings > Personal > Today**.
2. Tap **Items**, and then select the **Tasks** check box.
3. Tap **Tasks** to access options, then tap **Options...**
4. Under **Display number of**, select the type of tasks to appear on the **Today** screen.
5. In the **Category** list, select whether to display only tasks assigned to a specific category only if categories have been assigned or to display all tasks.

Mark a task as completed

To mark a task as completed:

1. Tap **Start > Programs > Tasks**.
2. In the task list, select the check box next to the task you want to mark as completed.

To mark an open task as completed:

1. Tap **Edit**.
2. In the **Status** box, tap **Completed**.

 **NOTE:** You can also select a task and tap **Complete** to mark the task as completed. To activate a completed task, select the task and then tap **Activate**.

11 Messaging

Understand messages

To send and receive e-mail messages for an e-mail account, you need to connect to the Internet or your corporate network, depending on the account.

You can send and receive:

- Outlook e-mail
- Internet e-mail through an Internet Service Provider (ISP)
- Text/MMS messages

You can also access e-mail from work using a VPN connection. For more information, see [Set up a VPN server connection on page 86](#)

E-mail in the Outlook e-mail account is sent and received through synchronization with a computer using any synchronizing software or through wireless synchronization directly with an Exchange Server.

Internet e-mail is sent and received by connecting to a Post Office Protocol 3 (POP3) or Internet Message Access Protocol 4 (IMAP4) e-mail server. When connecting to a POP3 or IMAP4 server, you will need to get Internet connectivity, from the carrier GSM, GPRS, EDGE, or a 3G connectivity. Also connectivity can be using Wi-Fi Wireless, Peer-to-Peer with a PC or Bluetooth to an Internet connected device. You can also use your HP iPAQ to connect by using a data capable cell phone.

Text messages are sent and received through your wireless service provider using a phone number as the message address.

Folder types

Each messaging account has a set of folders with five default Messaging folders:

- **Inbox**
- **Outbox**
- **Deleted Items**
- **Drafts**
- **Sent Items**

The messages you receive and send through the account are stored in these folders. You can also create additional folders for each account.

The way folders work vary by type:

- If you use an Outlook e-mail account, e-mail messages in the Inbox folder in Outlook are synchronized automatically with your HP iPAQ. You can select additional folders for synchronization by assigning them designations. The folders you create and the messages you move are then mirrored on the e-mail server.
- If you use an MMS account or a text message account, messages are stored in the Inbox folder.

- If you use a POP3 account and move your e-mail messages to a folder you created, the link between the messages on the HP iPAQ and their copies on the e-mail server breaks. When you connect, the e-mail server detects that the messages are missing from the Inbox folder on the HP iPAQ and deletes them from the e-mail server. This prevents having duplicate copies of a message, but it also means that you no longer have access to messages.
- If you use an IMAP4 account, the folders you create and the e-mail messages you move are mirrored on the e-mail server. These messages are therefore available from any location or device. This synchronization of folders occurs whenever you connect to your e-mail server, create new folders, or rename/delete folders when connected. You can also set different download options for each folder.

Synchronize e-mail

When you synchronize Outlook e-mail on the computer with your HP iPAQ, e-mail messages are synchronized as follows:

- Messages in the Inbox folder on your computer or Exchange Server are copied to the Inbox folder of the Outlook e-mail account on your HP iPAQ.
- Messages in the Outbox folder on your HP iPAQ are transferred to Exchange Server or Outlook and then sent from those programs.
- When you delete a message on your HP iPAQ, it is deleted from your computer or Exchange Server the next time you synchronize.
- The default sync settings synchronize messages from the past three days and the first 0.5 KB of each new message is downloaded. It does not download file attachments.

 **NOTE:** For more information on starting Outlook e-mail synchronization or changing synchronization settings, see the synchronization software's help on the computer.

Text messages are not received via synchronization. Instead, they are sent to your HP iPAQ via your service provider.

Set up messaging accounts

Set up e-mail using Exchange Server

1. Press the  (Messaging) key > **Setup E-mail**.
 2. Enter your e-mail address in the **E-mail address** box, and then tap **Next**.
 3. Clear the **Try to get e-mail settings automatically from the Internet** check box.
-  **NOTE:** Ensure that you clear the **Try to get e-mail settings automatically from the Internet** check box only when you want to manually configure your e-mail.
4. Tap **Next**.
 5. Scroll and select the **Exchange server** option from the **Your e-mail provider** list.
 6. Tap **Next**.
 7. Tap **Next** to synchronize Outlook with your organization's Exchange e-mail server.
 8. Verify your e-mail address, and tap **Next**.
 9. In the **Server address** box, enter the Outlook Web Access server address and tap **Next**.

 **NOTE:** Select **This server requires an encrypted (SSL) connection** check box to ensure you always send e-mail from this account using an SSL connection.

10. Enter the **User name**, **Password**, and **Domain**.
11. Tap **Next**.
12. Select the check box for the items you want to synchronize, and tap **Finish**.

Internet e-mail

Create a new POP3 or IMAP4 account

You must set up an e-mail account that you have with an ISP or an account that you access using a VPN server connection (typically a work account) before you can send and receive e-mail.

To create a new POP3 or IMAP4 account:

1. Press the  (Messaging) key > **Setup E-mail**.
2. Enter the account name and then tap **Next**.
3. Clear the **Try to get e-mail settings automatically from the Internet** check box.

 **NOTE:** Ensure that you clear the **Try to get e-mail settings automatically from the Internet** check box only when you want to manually configure your e-mail.

4. Tap **Next**.
5. Scroll and select the **Internet e-mail** option from the **Your e-mail provider** list, and then tap **Next**.
6. Enter your name and required account name and tap **Next**.
7. Enter the incoming mail server name and select the required account type, **POP3** or **IMAP4**.
8. Specify the information required over the next few screens, and then tap **Finish**.

You can also perform the following functions:

- Change the time intervals for downloading new messages.
- Download attachments.
- Limit the number of messages that are downloaded.

Setting	Description
User name	Enter the user name assigned to you by your ISP or network administrator. This is often the first part of your e-mail address, which appears before the at sign (@).
Password	Choose a strong password. You have the option to save your password so that you do not need to enter it each time you connect to your e-mail server.
Domain	Not required for an account with an ISP. Might be required for a work account.
Account type	Select POP3 or IMAP4.
Account display name	Enter a unique name for the account, such as Work or Home. This name cannot be changed later.

Setting	Description
Incoming mail server	Enter the name of your e-mail server (POP3 or IMAP4).
Outgoing mail server	Enter the name of your outgoing e-mail server (SMTP).
Require SSL for Incoming e-mail	Select this to ensure you always receive e-mail from this account using an SSL connection. This enables you to receive personal information more securely. Note that if you select this and your ISP does not support an SSL connection, you might not be able to receive e-mail.
Require SSL for Outgoing e-mail	Select this to ensure you always send e-mail from this account using an SSL connection. This enables you to send personal information more securely. Note that if you select this and your ISP does not support an SSL connection, you might not be able to send e-mail.
Outgoing server requires authentication	Select this if your outgoing e-mail server (SMTP) requires authentication. Your user name and password from above are used.
Use the same user name and password for sending e-mail	Select this if your outgoing e-mail server uses the same user name and password as the ones you entered before.
Outgoing server settings	
User name	Enter your user name for the outgoing e-mail server.
Password	Enter your password for the outgoing e-mail server.
Domain	Enter the domain of the outgoing e-mail server.

 **TIP:** You can set up several e-mail accounts in addition to your Outlook e-mail account. You cannot add a new account while connected. Tap **Menu > Stop Send/Receive** to disconnect.

Change e-mail download options

You can customize the following download options for each e-mail account that you have with an ISP, or any account that you access using a VPN server connection (typically a work account).

You can choose:

- Whether messages are downloaded automatically.
- How much e-mail is downloaded.
- If and how attachments are downloaded (IMAP4 only).

To change the e-mail download options for POP3 or IMAP4 e-mail account:

1. Press the  (Messaging) key > **Menu > Options**.
2. Tap and select the e-mail account.
3. On the **Contents** screen, tap **Edit Account Setup**.
4. Tap **Next**.
5. Enter your changes over the next few screens, and then tap **Finish**.

To change the e-mail download options for Outlook e-mail account:

1. Press the  (Messaging) key > **Menu > Options**.
2. Tap and select **Outlook E-mail** account.
3. Tap **Next**.
4. Enter your changes over the next few screens, and then tap **Finish**.

 **TIP:** To send and receive messages automatically, tap **Connect**, check for messages and enter a time interval. Connecting automatically might result in higher connection charges. In addition, it consumes excessive battery capacity and reduces the stand-by time.

To save memory, limit the number of e-mails downloaded to your HP iPAQ by lowering the number of days to display.

To change data you want to sync for an Outlook account, tap **Start > Programs > ActiveSync > Menu > Options**.

Delete an account

To delete an account:

1. Press the  (Messaging) key.
2. Tap **Menu > Options**.
3. Tap and hold the account name, and then tap **Delete**.

 **NOTE:** You cannot delete your text/MMS message, Outlook E-mail, Windows Live, and MMS accounts.

Text messaging

Text messaging is the transmission of short text messages to and from a mobile phone, fax machine, and/or IP address. A single text message cannot be longer than 160 alpha-numeric characters or cannot contain pictures or graphics.

 **NOTE:** The number of characters supported is dependent on your service provider.

Sending text messages might incur extra costs which might vary depending on your service provider.

Messages longer than 160 alpha-numeric characters are sent as multiple text messages. A character count is visible when text messages (New/Reply/Forward) are composed. The count also shows how many text messages are generated when the message is sent.

The Text Message Service Center phone number is provided by your mobile phone service provider. Text messaging should function correctly after activating your account. To verify the number used or to change the Text Message Service Center phone number, press  (Answer/Send) key > **Menu > Options... > Services > Voice Mail and Text Messages > Get Settings...**

MMS

MMS is a method of transmitting photographs, video clips, sound files, and short text messages over wireless networks.

 **NOTE:** Sending MMSs might incur extra costs which might vary depending on your service provider.

When the phone radio is turned on for the first time, the **HP iPAQ DataConnect** application detects the mobile phone service provider and automatically populates the MMS settings on the HP iPAQ.

Alternately, you can access some MMS settings by pressing the  (Messaging) key, then tapping **Text/MMS Messages > Menu > MMS Options...** It is not recommended to change the MMS settings provided by your mobile phone service provider unless they request the change.

MMS composer

With MMS composer, you can create and share your own MMS messages. You can also add pictures, videos, text, and audio to your MMS messages.

To access the MMS application, press the  (Messaging) key > **Text/MMS Messages > Menu > New > MMS.**

MMS account has its own set of folders with five default Messaging folders:

- Deleted Items
- Drafts
- Inbox
- Outbox
- Sent Items

To create an MMS message:

1. Press the  (Messaging) key > **Text/MMS Messages > Menu > New > MMS.**
2. Select a template or tap **Select.**
3. To add picture or video to the message, tap the **Insert picture/video** field, and then tap the required picture or video to be added.



NOTE: To view the video clip before adding, navigate to the required file and tap the  (Play) icon.

4. To insert text in the message, tap the **Insert text here** field and enter the required text.



NOTE: You can also insert a smiley by tapping the  (Smiley) icon, favorite Web link by tapping the  (Favorites) icon, and templates stored in **My Text** by tapping the  (Text) icon.

5. To add an audio clip to message, tap **Insert audio** and tap the required audio to be added.



NOTE: To listen to the audio clip before adding, navigate to the required file and tap  (Play) icon.

6. To preview the MMS message, tap the  (Play) icon at the left bottom of the screen.



NOTE: To use an available text-message template, tap **Menu > Template > New from template > OK.** Select the **Always choose custom** check box to view a blank message automatically. You can also add pictures, videos, and text by navigating to the required file and tapping **Select.**

Receive attachments

An attachment sent with an e-mail message or downloaded from the server is displayed below the subject of the message. Tapping the attachment opens the attachment if it has been fully downloaded or marks it for download the next time you send and receive e-mail. You can also download attachments automatically with your messages if you have an Outlook e-mail or IMAP4 e-mail account.

If you have an Outlook e-mail account, do the following on your computer:

1. Click **Start > Programs > Microsoft ActiveSync**.
2. Click **Tools > Options...**
3. Click **E-mail > Settings**, and then select the **Include file attachments** check box.

If you have an IMAP4 e-mail account with an ISP or an account that you access using a VPN server connection (typically a work account), do the following:

1. Press the  (Messaging) key to open the messaging application.
2. Tap **Menu > Options**.
3. Tap the name of the IMAP4 account.
4. Tap **Download Size Settings** and select an option from the **Download attachments** list.
5. Tap **Done** twice and then tap **ok**.

 **TIP:** Embedded pictures and objects cannot be received as attachments.

An embedded message can be viewed as an attachment when using IMAP4 to receive e-mail. However, this feature does not work if Transport Neutral Encapsulation Format (TNEF) is enabled so that you can receive meeting requests.

To store attachments on a storage card rather than on the HP iPAQ, press the  (Messaging) key **> Menu > Options > Storage**, and select the **When available, use this storage card to store attachment** check box.

Receive meeting requests

If you receive your e-mail messages through ActiveSync, you can receive meeting requests. When connecting directly to an e-mail server, the server must be running Microsoft Exchange Server version 5.5 or later for you to receive meeting requests.

If the server is running Microsoft Exchange Server 2000 or later, your meeting requests are automatically received in your Inbox. However, to receive meeting requests on Microsoft Exchange Server 5.5, do the following:

- Ask your system administrator to activate Rich Text Format (RTF) and TNEF support for your account.

With TNEF enabled, your messages that are included in other messages as attachments are not received, and you cannot know if a message has an attachment until you get the full copy. In addition, download time might be longer.

- Change e-mail download options if your account is not set up to receive attachments.

After you are set up to receive meeting requests, do the following:

1. Open the meeting request.
2. Tap **Accept**, or **Menu > Tentative**, or **Menu > Decline**. If you want, you can also include a message with the response. The response will be sent the next time that you synchronize or connect to your e-mail server, and your HP iPAQ's calendar will be updated.

Create or change a signature

To create or change a signature:

1. Press the  (Messaging) key, to open the messaging application.
2. Tap **Menu > Options > Signatures...**
3. Select the account for which you want to create or change a signature.
4. Select the **Use signature with this account** check box if it is not already selected.
5. Select the **Use when replying and forwarding** check box if required.
6. Enter a signature in the box.

To stop using a signature, clear the **Use signature with this account** check box.

 **TIP:** You can use a different signature with each messaging account.

Use messaging

Compose and send messages

To compose and send messages:

1. Press the  (Messaging) key to open the messaging application.
2. In the message list, tap and select an account.
3. Tap **Menu > New**.
4. Enter the e-mail address or text message address of one or more recipients, separating them with a semicolon. To access addresses and phone numbers from **Contacts**, tap **To** or tap **Menu > Add Recipient**.
5. Enter your message. To quickly add common messages, tap **Menu > My Text**, and then tap the required message.
6. To check the spelling, tap **Menu > Spell Check**.
7. Tap **Send**.

 **TIP:** To set the priority, tap **Menu > Message Options...**

If you are working offline, e-mail messages are moved to the Outbox folder and are sent the next time you connect.

Reply or forward a message

To reply or forward a message:

1. Tap on the message to open it, and then tap **Menu > Reply > Reply, Reply All, or Forward**.
2. Enter your response. To quickly add common messages, tap **Menu > My Text** and tap the required message.
3. To check the spelling, tap **Menu > Spell Check**.
4. Tap **Send**.

Add an attachment to a message

To add an attachment to a message:

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

 **NOTE:** Embedded objects cannot be attached to messages.

Download messages

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

- To send and receive e-mail for an Outlook e-mail account, begin synchronization through ActiveSync.
- Text messages are automatically received when your HP iPAQ phone mode is switched on. When your HP iPAQ is switched off (in flight mode), messages are held by your service provider until the next time your HP iPAQ is turned on.

 **TIP:** By default, messages you send are not saved on your HP iPAQ to help conserve memory. If you want to keep copies of sent messages in the messaging list, tap **Menu > Options > Message**, and select the **Keep copies of sent items in Sent folder** check box. If your account is an Outlook e-mail or IMAP4 account, you must also select the Sent Items folder for synchronization. To do this, press the  (Messaging) key > **Outlook E-mail**, and then tap **Menu > Tools > Manage Folders...**, and then select the check box next to the **Sent Items** folder.

Download messages from a server

To download messages from a server:

1. From any account, tap **Menu > Go To** and tap the account you want to use.
2. Tap **Menu > Send/Receive**.

The messages on your HP iPAQ and e-mail server are synchronized. New messages are downloaded to the HP iPAQ's **Inbox** folder, messages in the HP iPAQ's **Outbox** folder are sent, and messages that have been deleted from the server are removed from the HP iPAQ's **Inbox** folder.

 **TIP:** To read the entire message, tap **Menu > Download Message** while in the message window. If you are in the message list, tap and hold the message, and then tap **Menu > Download Message**. The message will download the next time you send and receive e-mail. This will also download message attachments if you have selected those options while setting up your e-mail account.

The size column in the message list displays the local size and server size of a message. These numbers might differ because the size of a message can vary between the server and the HP iPAQ.

Install an online address book

Many e-mail servers, including servers running Exchange Server, can verify names with an online address book called a directory service, using a protocol known as Lightweight Directory Access Protocol (LDAP). When you create an e-mail account, the directory service of your e-mail server is added to the **Address**, and you are given the option to enable it. After it is enabled, Messaging checks your contact list and then the directory service to verify names that you enter in the **To**, **Cc**, and **Bcc** fields. To enable a directory service or if you want to use additional services, follow these steps:

1. If you are adding a new account, ask your network administrator for the name of the directory service and the server.
2. In the message list, tap **Menu > Options > Address**.
3. In the **In Contacts, get e-mail addresses from** list, select which e-mail address book to check in contacts. Contacts will be checked first unless you select **None**.
4. If your e-mail server is already listed, select the server's directory service check box to enable it and tap **ok**.
5. If your e-mail service is not listed, tap **Add...**
6. In the **Directory name** and **Server** boxes, enter the LDAP directory and server names.
7. Ask your network administrator if authentication is necessary for your server. If so, select the **Authentication is necessary on this server** check box, and enter your user name and password.
8. To have messaging check this service, select the **Check name against this server** check box.

 **TIP:** To delete a service, tap and hold the service, and then tap **Delete**.

While synchronizing your Outlook e-mail account, disable any directory services you have installed by clearing the **Check name against this server** check box. This helps avoid getting error messages when **Messaging** tries to verify names against the service that you are not connected to.

12 Calendar

Access calendar

Use Calendar to schedule appointments, including meetings and other events. You can display appointments for the day on the **Today** screen.

- To access Calendar, press the  (Calendar) key or tap the  (Calendar) icon on the **Today** screen.

Change the display of the work week

You can customize your calendar for a work week to start on Sunday or Monday. You can schedule your calendar for a five to seven-day week.

To change the display of the work week:

1. To access Calendar, press the  (Calendar) key or tap the  (Calendar) icon on the **Today** screen.
2. Tap **Menu > Tools > Options...** and do one or both of the following:
 - To specify the first day of the week, tap **Sunday** or **Monday** in the **1st day of week** box.
 - To specify the number of days to appear in a work week, tap **5-day week**, **6-day week**, or **7-day week** in the **Week view** box.
3. Tap **ok**.

Set a default reminder for all new appointments

To automatically turn on a reminder for all new appointments:

1. To access Calendar, press the  (Calendar) key or tap the  (Calendar) icon on the **Today** screen.
2. Tap **Menu > Tools > Options... > Appointments**.
3. Select the **Set reminders for new items** check box.
4. Set the time for the reminder to alert you.
5. Tap **ok**.

Create an appointment

To create an appointment on your calendar:

1. To access Calendar, press the  (Calendar) key or tap the  (Calendar) icon on the **Today** screen.
2. Tap **Menu > New Appointment** to create an appointment.
3. Enter the required fields for the task, and then tap **ok**.

Update an appointment

To update an appointment on your calendar:

1. To access Calendar, press the  (Calendar) key or tap the  (Calendar) icon on the **Today** screen.
2. Tap to open the appointment, and then tap **Menu > Edit** to make your changes.
3. Tap **All**, **One**, or **Cancel**.

 **NOTE:** This option only appears for recurring appointments.

4. Make the required changes, and then tap **ok**.

Cancel an appointment

When you delete an appointment in calendar on your HP iPAQ, it is also deleted on your computer the next time you synchronize. If the appointment has not been synchronized with a computer, it will be deleted only from your HP iPAQ.

To cancel an appointment:

1. To access Calendar, press the  (Calendar) key or tap the  (Calendar) icon on the **Today** screen.
2. In **Agenda** view, select the appointment to delete.
3. Tap **Menu > Delete Appointment**.
4. Tap **Yes** to delete the appointment, or tap **No** to keep it.

13 Contacts

Create a contact

To create a contact:

1. On the **Today** screen, tap **Contacts** or press the right softkey.
2. Tap **New** and enter the contact information in **Outlook Contact** or **SIM Contact**.
3. When finished, tap **ok**.

 **NOTE:** If your contact list has been filtered by a category when you create a contact, that category is automatically assigned to the new contact.

If most of the contacts you create have phone numbers that begin with the same area code, in **Contacts**, tap **Menu > Options...**, and then enter that area code in the **Area code** box and tap **ok**.

If you receive a call from a number that is not listed in your contacts, you can create a contact from the call history.

 **NOTE:** For more information, from the same screen tap **Start > Help**.

Delete a contact

To delete a contact:

1. On the **Today** screen, tap **Contacts** or press the right softkey.
2. Tap and hold the contact to delete.
3. Tap **Delete Contact**.
4. Tap **Yes**.

Change contact information

To change contact information:

1. On the **Today** screen, tap **Contacts** or press the right softkey.
2. Tap the contact.
3. Tap **Menu > Edit** and enter the changes.
4. When finished, tap **ok**.

Copy a contact

To copy a contact:

1. On the **Today** screen, tap **Contacts** or press the right softkey.
2. Tap and hold the contact you want to copy.

3. Tap **Copy Contact**.
4. Tap the copy of the contact.
5. Tap **Menu > Edit**.
6. Change the contact information as needed and tap **ok**.

 **NOTE:** The displayed category is automatically assigned to the new contact.

Find a contact

To find a contact:

1. On the **Today** screen, tap **Contacts** or press the right softkey.
2. If you are not in **Name** view, tap **Menu > View By > Name**.
3. Do one of the following:
 - Begin entering a name or phone number in the provided text box until the contact you want is displayed. To show all contacts again, tap the text box and clear the text, or press the backspace/clear key.
 - Use the alphabetical index displayed at the top of the contact list.
 - Filter the list by categories. In the contact list, tap **Menu > Filter**. Then tap a category you have assigned to a contact. To show all contacts again, select **All Contacts**.

 **NOTE:** To search for a contact by entering a name or number, or by using the alphabetical index, you need to be in the **Name** view.

Send an e-mail message to a contact

To send an e-mail message to a contact:

1. On the **Today** screen, tap **Contacts** or press the right softkey.
2. Tap the contact you want to send a message to.
3. Tap the address you want to send a message to.
4. Tap the account you want to send the message from.

 **NOTE:** To quickly add a contact's address to a new message, tap **To**, **Cc**, or **Bcc** line, and then tap **Menu > Add Recipient**. Tap the contact you want to send the message to and choose the address, if necessary.

Send a text message to a contact

To send a text message to a contact:

1. Press the  (Messaging) key > **Text/MMS Messages**.
2. Tap **Menu > New > Text**.
3. Enter the phone numbers of one or more recipients, separating them with a semicolon. To access phone numbers from **Contacts**, tap **To** and select the contact.

4. Enter your message. To quickly add common messages, tap **Menu > My Text** and tap the required message.

 **NOTE:** To enter symbols, tap **Shift** using the on-screen keyboard.

5. To check the spelling, tap **Menu > Spell Check**.
6. Tap **Send**.

If you are sending a text message and want to know if it was received, before sending the message, tap **Menu > Message Options...** Select the **Request message delivery notification** check box.

Add and remove a picture

To add a picture to the contact information:

1. On the **Today** screen, tap **Contacts** or press the right softkey.
2. Tap the contact.
3. Tap **Menu > Edit**.
4. Tap **Picture**.
5. Do one of the following:
 - Tap the picture you want to add.
 - Tap **Camera** and take a picture.

To remove a picture from the contact information:

1. On the **Today** screen, tap **Contacts** or press the right softkey.
2. Tap the contact.
3. Tap **Menu > Edit**.
4. Tap **Menu > Remove Picture**.
5. Tap **Yes**.

Use the contact list

There are several ways to use and customize the contact list. You can also make a call or send a message from an open contact.

To customize the contact list:

1. On the **Today** screen, tap **Contacts** or press the right softkey.
2. In the contact list, do any of the following:
 - To search for a contact by entering a name or by using the alphabetical index, enter the name into the **Enter a name...** box.
 - To see a list of contacts employed by a specific name or company, tap **Menu > View By > Name** or **Company**.
 - To see a summary of information about a contact, tap the contact. From there, you can also make a call or send a message.
 - To see a list of available actions for a contact, tap and hold the contact.

 **NOTE:** To display a greater number of contacts on the screen, tap **Menu > Options...**, select the **Show contact names only** check box, and clear the **Show alphabetical index** check box.

14 Connections

You can use your HP iPAQ to connect and exchange information with other handheld devices, computer, and other networks. You can connect using:

- Wi-Fi
- Bluetooth
- GPRS/EDGE/HSDPA/WCDMA

You can connect by tapping **Start > Settings > Connections**.

Use Wireless Manager

Using Wireless Manager, you can easily turn on/off the functions of a Wi-Fi connection, a Bluetooth connection, and Phone features.

 **NOTE:** When the Phone feature is turned off, you cannot receive or make a call, including emergency calls. To receive and make a call, turn on the Phone feature and re-engage your phone's RF capability.

To use wireless manager, press **Start > Settings > Connections > Wireless Manager**.

Option	Description
All	Tap All to turn on/off the functions of Wi-Fi , Bluetooth , and Phone features.
Wi-Fi	Tap Wi-Fi to turn on/off the functions of Wi-Fi connection.
Bluetooth	Tap Bluetooth button to turn on/off the functions of Bluetooth connection.
Phone	Tap Phone button to turn on/off the functions of Phone features.

Flight mode is a condition when all wireless connections on your HP iPAQ are turned off.

To turn on/off all wireless connections at the same time:

1. To use Wireless Manager, tap **Start > Settings > Connections > Wireless Manager**.
2. Tap **All** to turn on/off all wireless connections.

Wi-Fi

With wireless access, you do not need to use cables to connect your HP iPAQ to the Internet. Instead, access points transmit data to and from your wireless device. Your HP iPAQ can connect to an 802.11b/g Wi-Fi or connect directly to other Wi-Fi-enabled devices.

 **NOTE:** The alphabet following 802.11 determines the frequency used, speed at which data transfer takes place, and the signal range for the Wi-Fi-enabled device.

With Wi-Fi, you can:

- Access the Internet.
- Send and receive e-mail.
- Access corporate network information.
- Use VPNs for secure remote access.
- Use hotspots for wireless connectivity.

Tap **Start > Settings > Connections > Wi-Fi**.

 **NOTE:** Using dial-up or wireless networks to access a corporate network, e-mail, or other wireless communications, such as Bluetooth devices might require separate hardware along with a Wi-Fi infrastructure and a service contract.

Check with your service provider for availability of network coverage in your area. Not all Web content might be available. Some Web content might require installation of additional software.

Wi-Fi terms

It is recommended that you become familiar with the following terms as you begin to use Wi-Fi.

Term	Definition
802.11 standard	An approved standard specification of radio technology from the Institute of Electrical and Electronics Engineers (IEEE) used for wireless local area networks (Wi-Fi).
Device-to-computer or ad-hoc	A mode that does not use access points. It provides independent peer-to-peer connectivity in a wireless LAN.
Domain Name System (DNS)	The way that Internet domain names are located and translated into IP addresses. It is an easy name to remember for an Internet address. Every Web site has its own specific IP address on the Internet.
Encryption	An alphanumeric (letters and/or numbers) conversion process of data primarily used for protection against any unauthorized access.
Hotspots	Public or private areas where you can access Wi-Fi service. These wireless connections can be located, for example, at a library, cyber cafe, hotel, airport lounge, or convention center. This service can be free or sometimes requires a fee.
Infrastructure	This connection mode uses wireless access points to connect to networks.

Open Wi-Fi settings

To open Wi-Fi settings:

1. Tap **Start > Settings > Connections > Wireless Manager**.
2. Tap **Menu > Wi-Fi Settings**.

Automatically connect to a Wi-Fi network

When you try to connect to a Wi-Fi network, the HP iPAQ automatically detects Wi-Fi networks that are broadcasting their signal. If your Wi-Fi network is not set to broadcast, then you have to connect to it manually. While trying to connect to a Wi-Fi network if authentication is required, contact your network administrator for the details and enter the authentication information appropriately.

To automatically connect to a Wi-Fi network:

1. Tap **Start > Settings > Connections > Wireless Manager > Wi-Fi**.
2. Once your HP iPAQ detects a Wi-Fi network, you are asked to choose if you want to connect. Select the network you want to connect to and tap **Connect**.

Manually connect to a Wi-Fi network

You can manually configure a wireless network by entering the required settings information.

To manually connect to a Wi-Fi network:

1. Tap **Start > Settings > Connections > Wi-Fi**.
2. Tap **Wireless > Add New...**
3. Enter the network name.
4. Select **The Internet** to connect to the Internet through an ISP or select **Work** to connect to a company network in the **Connects to** list.

 **NOTE:** You should select **Work** if the network requires a proxy server.

5. Tap **Next**.
 - To use authentication, select an authentication method from the **Authentication** list.
 - To use data encryption, select an encryption method from the **Data Encryption** list.
 - To automatically use a network key, tap **The key is automatically provided** check box, else enter the **Network key** and **Key index**.
6. Tap **Next**.
7. Select the **Use IEEE 802.1x network access control**, and then specify the **EAP type** from the list.
8. Tap **Finish**.

Find an IP address

You need to determine your IP address to make sure that an address is assigned to the network and your HP iPAQ is able to access the network.

To find an IP address:

1. Connect to a network automatically or manually by tapping **Start > Settings > Connections > Wi-Fi > Network Adapters**.
2. Select an adapter in the **Tap an adapter to modify settings** list. The Wi-Fi IP address is displayed in the **IP address** box.

Delete a Wi-Fi network

You can delete networks you manually entered. However, you cannot delete automatically detected networks.

To delete an existing or available wireless network:

1. Tap **Start > Settings > Connections > Wi-Fi**.
2. Tap **Wireless**.

3. In the **Configure Wireless Networks** box, select the Wi-Fi network you want to delete.
4. Tap **Menu > Remove Settings**.

Bluetooth

Bluetooth terms

It is recommended that you become familiar with the following terms as you begin to use Bluetooth technology.

Term	Definition
Authentication	Verification of a numeric passkey before a connection or activity can be completed.
Authorization	Approval of a connection, access, or activity before it can be completed.
Bonding (Paired devices)	Creating a trusted connection between your HP iPAQ and another device. After a bond is created, the two devices become paired. A paired device does not require authentication or authorization.
Device address	Unique electronic address of a Bluetooth device.
Device discovery	Location and recognition of another Bluetooth device.
Device ID	Name that a Bluetooth device provides when discovered by another device.
Encryption	Method of protecting data.
Passkey	Code you enter to authenticate connections or activities requested by other devices.
Personal Information Manager (PIM)	Collection of programs used to manage daily business tasks (for example: Contacts, Calendar, and Tasks).
Profiles	Collection of Bluetooth settings.
Service discovery	Determination of which programs you have in common with other devices.

Open Bluetooth settings

To open Bluetooth settings:

1. Tap **Start > Settings > Connections > Wireless Manager**.
2. Tap **Menu > Bluetooth Settings**.

Connect to a computer using Bluetooth

For best results, connect your HP iPAQ to the computer using USB to establish a synchronization before connecting via Bluetooth.

To connect to a computer via Bluetooth using ActiveSync:

1. Follow the instructions in synchronization software help on the computer for configuring Bluetooth on your computer to support ActiveSync.
2. On your HP iPAQ, tap **Start > Programs > ActiveSync**.
3. Tap **Menu > Connect via Bluetooth**. Make sure the HP iPAQ and computer are within close range.
4. If this is the first time you have connected to this computer via Bluetooth, complete the Bluetooth wizard on your HP iPAQ and set up a Bluetooth partnership with the computer.
5. Tap **Sync**.
6. When finished, tap **Menu > Disconnect Bluetooth**.

 **TIP:** To preserve battery power, turn off Bluetooth.

To connect to a computer via Bluetooth using WMDC:

1. Follow the instructions in synchronization software help on the computer for configuring Bluetooth.
2. On your HP iPAQ, tap **Start > Programs > ActiveSync**.
3. Tap **Menu > Connect via Bluetooth**. Make sure the HP iPAQ and computer are within close range.
4. When prompted, if you would like to set up a partnership, tap **Yes**.
5. On the computer, when prompted that a Bluetooth device is attempting to connect with the computer, click **To allow this connection**.
6. To disconnect, tap **Menu > Disconnect**.

Create, end, and accept a Bluetooth partnership

You can exchange information between your HP iPAQ and another device that has Bluetooth capabilities. For this, you will have to first create a Bluetooth partnership between the two devices.

 **NOTE:** To exchange information between two Bluetooth-enabled devices, make sure Bluetooth is turned on, on both devices. The devices need to be in the discoverable mode.

To create a Bluetooth partnership:

1. Tap **Start > Settings > Connections > Bluetooth**.
2. Tap **Add new device....** Your HP iPAQ searches for other devices with Bluetooth capabilities and displays them in the list.
3. Tap the name of the other device, and then tap **Next**.
4. If you want to set a passcode, which is recommended for enhanced security, enter an alphanumeric passcode between 1 and 16 characters in the **Passcode** box, and then tap **Next**. Else, leave the passcode blank, and tap **Next**.

 **NOTE:** For creating partnerships with cellular phones, it is mandatory that you provide a numeric passcode.

5. Enter the same passcode on the other device.
6. Tap **Done**.

To end a Bluetooth partnership:

1. Tap **Start > Settings > Connections > Bluetooth**.
2. Tap and hold the partnership you want to end.
3. Tap **Delete**.

To accept a Bluetooth partnership:

1. Make sure that your HP iPAQ is discoverable and placed within close range with the pairing device.
 - Tap **Start > Settings > Connections > Bluetooth > Mode**.
 - Select the **Make this device visible to other devices** check box.
2. When prompted to accept a partnership with the device that is requesting the relationship, tap **Yes**.
3. If a passkey is requested, enter an alphanumeric passkey between 1 and 16 characters in **Passkey** box, and then tap **Next**. Enter the same passkey in the device requesting the partnership. Using a passkey provides greater security.
4. Tap **Done**.

If you cannot discover another device, try the following:

- Make sure Bluetooth is turned on.
- Move closer to the device.
- Make sure the device you are attempting to connect is on and is visible to other devices.

Edit a Bluetooth partnership

To rename a Bluetooth partnership:

1. Tap **Start > Settings > Connections > Bluetooth**.
2. Tap and hold the partnership you want to edit.
3. Tap **Edit**.
4. In the **Display Name** box, enter a new name for the partnership.
5. Tap **Save**.

Use your HP iPAQ as a wireless modem with Bluetooth

You can use your HP iPAQ as a wireless modem to connect your Bluetooth-enabled computer to the Internet.

To use HP iPAQ as a wireless modem with Bluetooth:

1. Turn on Bluetooth on both, your HP iPAQ and your computer.
2. Make sure that your HP iPAQ is discoverable.
 - Tap **Start > Settings > Connections > Bluetooth > Mode**.
 - Select the **Make this device visible to other devices** check box.
3. Perform the necessary procedure to pair the devices via Bluetooth.
4. Once the devices are paired, discover the available Bluetooth services offered by the HP iPAQ and select **dial-up networking**.

5. On your HP iPAQ, tap **Accept** to complete the connection, if you are asked to do so.
6. On your computer, a user name and password screen is displayed. Contact your mobile phone service provider to obtain the appropriate username and password.
7. Enter ***99** in the dial field and tap **Talk**.

 **NOTE:** The computer initially indicates that your HP iPAQ is dialing. After a short period of time, it displays the network is verifying the username and password. Next, the computer registers on the network and connects.

Your HP iPAQ displays a notification indicating an active connection.

 **NOTE:** If you tap on the icon, the notification displays again, and it allows you to disconnect or re-hide the notification. The GPRS icon does not change to show when you are connected.

Bluetooth device profiles

The functions that Bluetooth supports are called services or profiles. You can communicate only with Bluetooth devices that support at least one of the following profiles:

- ActiveSync Over Bluetooth
- Advanced Audio Distribution Profile (A2DP)
- Generic Access Profile (GAP)
- Hands-Free Profile (HFP)
- Handset Profile (HSP)
- Human Interface Device (HID) Profile Host
- Generic Object Exchange Profile (GOEP)
- Object Push Profile (OPP)
- Serial Port Profile (SPP)
- Phone Book Access Profile (PBAP)
- File Transfer Profile (FTP)
- Basic Image Push Profile (BIP)
- Basic Printing Profile (BPP)
- Personal Area Networking (PAN) Profile
- Audio/Video Remote Control Profile (AVRCP) Client
- Generic Audio/Video Distribution Profile (GAVDP)

Access services

If you choose to require authorization to access services, you have to authorize each connection. Your HP iPAQ always asks you if the connection should be permitted.

To set authorization to access services:

1. Tap **Start > Settings > Connections > Wireless Manager**.
2. Tap **Menu > Bluetooth Settings**.

3. Configure the service you want to enable using the options displayed on the different tabs.
4. Tap **ok**.

Set a Bluetooth shared folder

You can determine the folder that other devices access when they connect to your HP iPAQ.

1. Tap **Start > Settings > Connections > Wireless Manager**.
2. Tap **Menu > Bluetooth Settings**.
3. Tap **File Transfer**.
4. Enter the folder name where you would like to save the transferred files in the **Root directory** box.
5. Tap **ok**.

Set up an incoming or outgoing Bluetooth COM port

To set up incoming or outgoing Bluetooth COM port:

1. Make sure your HP iPAQ is connected to the other device via Bluetooth.
2. Tap **Start > Settings > Connections > Wireless Manager**.
3. Tap **Menu > Bluetooth Settings**.
4. Tap **COM Ports**.
5. Tap **New Incoming Port** or **New Outgoing Port**.

 **NOTE:** **New Outgoing Port** is only available if at least one Bluetooth device supports serial (COM) connection.

6. Select a numbered COM port from the list.

 **NOTE:** If the port cannot be created, it is in use. Select a different numbered port.

7. To limit communication on this COM port to only devices with which the HP iPAQ has a Bluetooth partnership, select the **Secure Connection** check box.
8. Tap **Finish**.

GPRS/EDGE/HSDPA

Your HP iPAQ is a 3.5G device that supports high and better data throughput. It supports HSDPA known as 3.5G to transmit data, WCDMA known as 3G to transmit voice and data, EDGE known as 2.75G to transmit data, GPRS known as 2.5G to transmit data, and GSM known as 2G to transmit voice.

HSDPA

High Speed Download Packet Access (HSDPA), also known as 3.5G, is an enhancement of Wideband Code Division Multiple Access (WCDMA) which is based on 3G technology, and offers better data throughput. Your HP iPAQ supports HSDPA 3.6 to 7.2 Mbps for high speed downloads. HP iPAQ also supports WCDMA over three different frequency bands (850/1900/2100). When WCDMA or HSDPA is available, the HP iPAQ uses the technology and reverts back to GSM/GPRS/EDGE if WCDMA or HSDPA is unavailable. Your HP iPAQ also supports WCDMA/HSDPA in three different frequency bands (850/1900/2100).