

# User's Guide

**RIM *Inter@ctive Pager***  
**850**

**Model R800D-2-PW**



RIM *Inter@ctive Pager 850*<sup>TM</sup> Pager User's Guide, Version ???

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At the time of printing, documentation complies with Pager: Operating System 1.5.0 and Applications version 1.5.0 and Desktop: version 1.5.0.

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# FCC compliance statement (USA)

*FCC Class B Part 15*

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:

- This device may not cause harmful interference, and
- This device must accept any interference received, including interference that may cause undesired operation.

**WARNING** Changes or modifications to this unit not expressly approved by the party responsible for compliance could void the user's authority to operate this equipment.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the manufacturer's instructions, may cause interference harmful to radio communications.

There is no guarantee, however, that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

## **Industry Canada Certification**

This device complies with Industry Canada RSS 119.

### **IC Class B compliance**

This device complies with the Class B limits for radio noise emissions as set out in the interference-causing equipment standard entitled "Digital Apparatus," ICES-003 of Industry Canada.

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# Important safety information

Remember to follow any special regulations governing the use of the RIM *Inter@ctive Pager 850™* Pager and always switch it off in areas where radio devices are forbidden, or when it may cause interference or danger. Any safety laws and regulations pertaining to the use of cell phones and two-way radios will likely apply to your use of the pager. We encourage you to follow such laws and regulations at all times. In particular, please observe all restrictions on the use of radio equipment in fuel depots (fuel storage and distribution areas), chemical plants, where blasting operations are in progress or in any other area in which restrictions on radio transmissions are imposed.

The RIM *Inter@ctive Pager 850* Pager is not an FAA-approved electronic device for use on aircraft. Switch off the pager when in an aircraft. The effect of the use of the pager in an aircraft is unknown. Such use may affect aircraft instrumentation, communication and performance, may disrupt the network, and may be illegal.

Operation of any radio transmitting equipment, including the pager, may interfere with the functionality of inadequately protected medical devices, including pacemakers. Consult a physician or the manufacturer of the medical device if you have any questions. Additionally, the effect of the radio signals from the pager on other electronic systems, including those in your car (such as electronic fuel-injection systems, electronic anti-skid braking systems, and electronic cruise-control systems) is unknown and malfunction of these systems may result.

Avoid using the pager in any environment requiring your full attention, such as when driving a vehicle. Do not use the cradle provided in the RIM *Inter@ctive Pager 850* package as a means of storing your pager while in a vehicle. When using a cradle, make sure that it is a cradle that RIM has supplied for that particular use of your pager. Do not use any cradle, charging unit or any other accessory that is not manufactured or supplied by RIM or an authorized RIM accessories supplier. Use of any accessory that is not supplied or approved for use by RIM is not permitted.

Use only those battery types specified in this User's Guide. The use of any other may disable the pager and may be dangerous. Discard the pager properly. As the unit contains a lithium ion cell, neither the pager nor the lithium ion cell (nor the AA battery) should be disposed of in fire. Dispose of the pager containing the lithium ion cell in accordance with the laws and regulations in your area governing disposal of such cell types. Similarly, dispose of AA batteries in a responsible manner. Contact RIM if you have any questions concerning disposal of the pager, the lithium ion cell, or the AA battery.

Failure to observe all these instructions will void the Limited Warranty, and may lead to suspension or denial of services to the offender, or legal action, or both.

# Welcome

RIM *Inter@ctive Pager 850™* is a mobile email solution that includes the RIM *Inter@ctive Pager 850* Pager, RIM *Inter@ctive Pager 850* cradle, RIM *Inter@ctive Pager 850* Desktop Software, and airtime. The RIM *Inter@ctive Pager 850* Pager is a powerful pager computer with a full-featured Address Book, Appointment Calendar, and Task List. The cradle and desktop software allow you to synchronize with popular desktop personal information management (PIM) software. Unlike other pager products, the RIM *Inter@ctive Pager 850* Pager includes an integrated wireless modem.

The pocket-sized pager features a 31-key QWERTY keyboard, a 6-line or 8-line, custom graphic LCD, and a unique trackwheel so that you can communicate easily via email.

Get ready to experience the power of messaging with your pager using functions such as:



Messages

Receive, read, reply to, compose, forward, save, and delete messages.



Compose

Create and send messages to Internet email addresses and to other RIM *Inter@ctive Pager 850* Pagers.



Saved  
Messages

Store any important messages for future viewing.



Locate messages in seconds with the powerful search and database tools.



Store your personal directory of contact information, such as multiple phone, fax numbers, and email addresses. Enter and store notes for individual contacts. Search the database to find specific contacts.



Keep track of appointments using the calendar view or the agenda view.



Add, edit, and delete tasks and mark tasks as complete.



Set the alarm on the pager to sound daily.



Customize the way the pager notifies you of new messages; set the password; add, edit, and delete AutoText entries; set the current date; and program the automatic on/off feature.



Lock the pager with a password security screen so that only you can access it. This function is only visible on the functions list after you have set a password.



Turn the pager's radio off when it may interfere with other radio communications, such as during a flight. Turn on the radio again to send and receive messages.



Turn off the pager at night or on weekends.  
Power Off

## About this guide

This guide provides information for operating the pager.

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**Note** Notes will appear in this format and contain additional information to help you perform the task being described.

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**Tip** Tips provide information about performing tasks and offer different options to perform tasks.

A summary of all key combinations begins on page 7.

Chapter 9, 'Frequently asked questions,' includes commonly asked questions about the pager. Consult this section for help with any questions you may have while using the pager.

To meet your specific needs, the pager offers different ways of performing the same function (i.e., you can choose to use the trackwheel or an assigned key sequence to perform tasks.) Only the most basic procedure is represented throughout the guide. Chapter 11, 'Advanced user's tips,' contains a chart of tips that can be helpful when using the pager. As you become more comfortable using the pager, consult this section to improve your efficiency in performing tasks.

Images representing the pager's various LCD screen displays that appear throughout this guide show a 6-line display option. The pager also has an 8-line display option.



6-line display



8-line display

For your convenience, important information and a summary of tips can be found in the Quick Reference Card.

# 1

## Introduction

You are about to experience the freedom of mobility and the power of staying in touch. With the RIM *Inter@ctive Pager 850* Solution, you can enjoy constant connectivity to your email – wherever you are. You can send, read, and respond to important messages, as well as update contact lists and calendar items — all from a wearable pager.

This guide explains how to get started with the pager, and provides tips for composing messages quickly and easily. Detailed descriptions of and instructions for the pager's operational functions are included, as well as answers to many frequently asked questions. But before you do anything else – please check to make sure that the package is complete.

## Contents of your package

Your RIM *Inter@ctive Pager 850* package should contain all of the following:

- RIM *Inter@ctive Pager 850* Pager
- Cradle
- Holster (belt clip)
- Two (2) AA alkaline batteries – one installed, one extra
- This User's Guide
- RIM *Inter@ctive Pager 850* Pager Quick Reference Card

- RIM *Inter@ctive Pager 850* Desktop Software Installation & Getting Started Guide
- Installation diskettes or CD-ROM

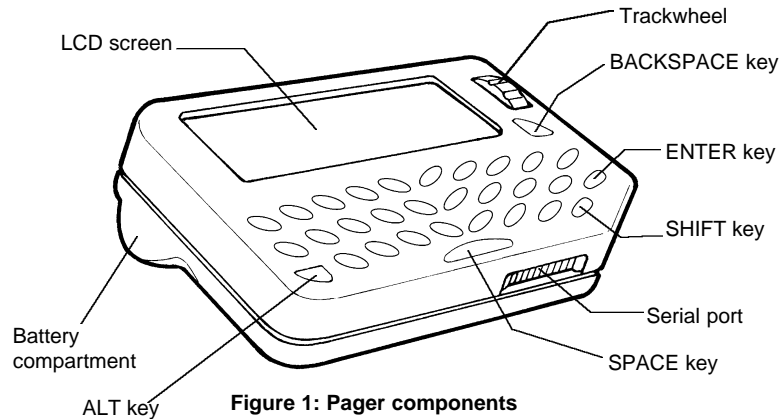
If something is missing from this package, or not working properly, contact the point of purchase.

## **Wireless service instructions**

Your access number (Personal Identification Number) on the wireless network and the pager's serial number are located inside the pager's battery compartment.



## Pager components



**Figure 1: Pager components**

The pager consists of the following components:

### LCD screen

The LCD screen displays your messages, contacts' addresses, and configuration information. You can also review information about your pager's status on the LCD screen such as signal strength, battery level, and PIN number.

The LCD backlight is activated when you press the ALT key three times successively.

### Battery compartment

The pager operates on one AA alkaline battery housed in the battery compartment at the back of the pager. See page 17 for more battery information.

## Holster (belt clip)

A holster, equipped with a belt clip, accompanies the pager. While in the holster, the pager is protected and wearable. You can configure the pager to perform different types of message notification depending on whether it is in or out of the holster.

When you receive a new message and remove the pager from the holster within five seconds, notification (beeping and/or vibrating) stops and the most recently received message will be open. If you pull the pager out of the holster and quickly replace it, notification stops but the message will remain marked unread. See page 21 for information on setting message notification options.

## Cradle

Once the RIM *Inter@ctive Pager 850* Desktop Software has been installed, the RIM *Inter@ctive Pager 850* cradle allows you to synchronize your desktop with the pager. When you place the pager in the cradle, messages can be reconciled and your Personal Information Management (PIM) applications can be synchronized. (PIM applications include the Address Book, Calendar, and Tasks functions.) With the pager in the cradle, you can also backup and restore information and load new applications on to the pager. In addition the cradle allows you to charge a rechargeable AA in the RIM *Inter@ctive Pager 850*. To perform this function, the cradle must be connected to an AC line power source using the supplied AC adapter. When the pager is placed in the cradle, the cradle evaluates the battery to determine if it is a valid rechargeable cell, and begins a charging cycle based on this evaluation. Please refer to the RIM *Inter@ctive Pager 850* Desktop Software Installation & Getting Started Guide for more information on the cradle and on the capabilities of the RIM *Inter@ctive Pager 850* Desktop Software.

## Serial port

The pager can be connected to your PC through its serial port. Once the desktop software is properly installed and the cradle is connected to your PC, simply place the pager in the cradle. See page 112 of this guide or refer to the RIM *Inter@ctive Pager 850* Desktop Manager online help for information on how to connect the cradle to your PC.

## Keyboard and trackwheel

The pager features a fully integrated QWERTY keyboard; you can access numeric digits, punctuation, and special characters using the ALT key in combination with other keys.

Several key functions will provide access to such features as the symbols library, while other keys are alternatives to using the trackwheel. See Figure 2 on page 6 as well as the key assignment chart beginning on page 7 for information on the pager's keyboard, key combinations, and trackwheel.

### Keyboard and trackwheel details

Before you begin, acquaint yourself with the pager keyboard, key functions, and trackwheel.

The curved, 31-key QWERTY keyboard is easily operable and provides access to numeric characters and a symbols library. You can use your thumbs to type messages easily. Use the trackwheel by rolling it or pressing (clicking) it.

### A trackwheel that clicks!

The trackwheel on the pager has a unique feature that aids your task performance — it clicks! Simply click (press down) the

trackwheel to turn on the pager, navigate between screens, select menu options, compose and send messages, configure the pager settings, and much more.

When you press the trackwheel with your thumb, you invoke actions comparable to those achieved by the clicking function of a mouse used with your PC. See how quick and easy it is to navigate through the pager's functions and compose and send your messages by clicking!

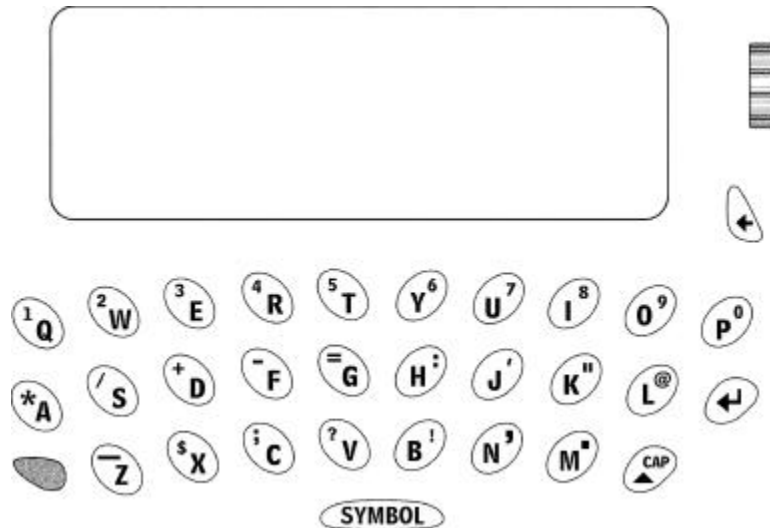




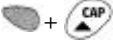


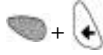





Figure 2: Pager keyboard

## Key assignment chart

Key	Function
 TRACKWHEEL	<ul style="list-style-type: none"> <li>Roll the trackwheel with your thumb to scroll up and down through screen lines, fields, and menu items.</li> <li>Click (press down) the trackwheel with your thumb to invoke actions similar to the click function of a mouse used with your PC.</li> </ul>
 ALT key	<ul style="list-style-type: none"> <li>The orange ALT key activates the numeric and symbol characters, printed in orange above the alphabetic keys.</li> <li>Press the ALT key once to affect the next character you type. Press and hold the ALT key while you type to affect all characters.</li> <li>Press the ALT key three times to invoke backlighting.</li> </ul> <p>An 'A' icon appears in the top right corner of your screen when the ALT key is active.</p>
	<ul style="list-style-type: none"> <li>Press the ALT key while you roll the trackwheel to move the cursor horizontally across screen lines.</li> <li>Press the ALT key while you roll the trackwheel to toggle through field option settings.</li> </ul>

Key	Function
 SHIFT key	<ul style="list-style-type: none"> <li>• Press the SHIFT key once so that the next letter you type is capitalized.</li> <li>• Press and hold the SHIFT key while you type so that all letters are capitalized.</li> </ul> <p>An 'up arrow' icon appears in the top right corner of your screen when the SHIFT key is active.</p>
 ALT+SHIFT key	<ul style="list-style-type: none"> <li>• Press ALT+SHIFT to activate caps lock mode. Press SHIFT again to return to lower case mode.</li> </ul>
 ENTER key	<ul style="list-style-type: none"> <li>• The ENTER key functions as a regular carriage return, by moving your cursor to a new line. It also acts in the same manner as a double click of your PC's mouse.</li> <li>• The key also functions as a regular ENTER key by invoking the highlighted item. Instead of clicking the trackwheel, press the ENTER key to perform your task.</li> </ul>
 BACKSPACE key	<ul style="list-style-type: none"> <li>• The BACKSPACE key enables you to move backwards and delete characters.</li> <li>• The key also enables you to hide a menu, similar to a typical ESC key.</li> <li>• Press the BACKSPACE key repeatedly to invoke the Home screen.</li> </ul>

Key	Function
	<ul style="list-style-type: none"> <li>• Press ALT+BACKSPACE to delete the highlighted character only.</li> </ul>
 SPACE key	<ul style="list-style-type: none"> <li>• The SPACE key inserts a space between characters while you type.</li> <li>• Press the SPACE key to insert the '@' and '.' characters in an Email field.</li> <li>• Press the SPACE key to edit field options (e.g., Notify options and Date/Time options).</li> </ul>
	<ul style="list-style-type: none"> <li>• Press ALT+SPACE to display the Symbols screen from which you can view, select, and insert the symbol you need.</li> </ul>
	<ul style="list-style-type: none"> <li>• Press and hold a letter while rolling the trackwheel to insert international characters.</li> </ul> <p>Various letters have international characters associated with them.</p>

## LCD components

The pager's LCD screen is composed of function screens and menus. These screens and menus also display several icons to indicate pager and message status. Other icons provide navigational aid.

## Pager function screens

All functions are represented on the LCD Home screen in a functions list. When you select an icon and click it, the function screen opens. See page 11 for details on the Home screen.



Home screen

The functions on your pager are: Messages, Compose, Saved Messages, Search Messages, Address Book, Calendar, Tasks, Alarm, Options, Lock, Turn Radio Off / Turn Radio On, and Power Off.

In the Messages, Saved Messages, and the Address Book function screens, you can access the Compose function.

In the Messages and Saved Messages screens, you can access the Search Messages function.

## Function menus

Menus provide a list of operational choices for the current function. You can view a function screen's menu by clicking the trackwheel; the menu appears on top and covers approximately half of the screen's width.





Address Book function menu

## Backlighting

- Press the ALT key three times to illuminate the LCD screen.
- Backlighting is disabled after 10 seconds if you do not press a key or move the trackwheel.

## Graphical guide


### Home screen components










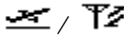

The Home screen appears when you power on your pager.



In any of the function screens, press the BACKSPACE key to return to this Home screen.




The following icons appear on the pager's LCD Home screen in a functions list. They display the functions available on the pager.





Icon	Function Screen
	<u>M</u> essages

Icon	Function Screen
	Compose
	Saved Messages
	Search Messages
	Address Book
	Calendar
	Tasks
	Alarm
	Options
	Lock
	Turn Radio Off / Turn Radio On
	Power Off

### Pager status icons










These icons appear on the pager's LCD screen to indicate battery power, coverage levels, and modes.


Icon	Description
	Battery power indicator
	Coverage level indicator
	Packets are being sent

Icon	Description
	Packets are being received
	ALT key mode is activated
	SHIFT key mode is activated
	You have unopened messages waiting.

### Message status icons






These icons appear on the pager's LCD screen to indicate the status of sending, sent, and received messages.

Icon	Description
	Message is being sent.
	Message has been sent out to the network.
	Message that was sent to another RIM <i>Inter@ctive Pager 850</i> Pager PIN number has been delivered.
	Message pending (will be sent later)
	Composed message has been saved (not sent yet)
	Unread message transmission error
	Message returned, message transmission error
	New, unread message has been received.
	Message has been read.

Icon	Description
	Status of message is high.

### Navigational icons

These icons appear on the pager's LCD screen to indicate positions within fields, lists, menus, and screens.

Icon	Description
	Indicates the cursor position
	You are at the bottom of a menu or screen; scroll the trackwheel up to view more items.
	You are at the top of a menu or screen; scroll the trackwheel down to view more items.
	You can scroll the trackwheel up or down to view more screen or menu items.
	You can scroll the trackwheel left or right to continue viewing icons on the functions list.

# 2

## Getting started

You should follow these steps to get started successfully with your RIM *Inter@ctive Pager 850* Pager.

- ❑ Activate the pager.
- ❑ Replace the battery.
- ❑ Turn on the radio.
- ❑ Ensure you are registered with the wireless network.
- ❑ Ensure that the pager is connected to your email program using the RIM *Inter@ctive Pager 850* Desktop Software. (See the RIM *Inter@ctive Pager 850* Desktop Software Installation & Quick Reference Guide for more information.)
- ❑ Set the notification options and other customizable options.

After you have completed these steps, you can send and receive messages.

## Activating your pager

1. Press down on the trackwheel to turn on the pager. The Home screen appears.

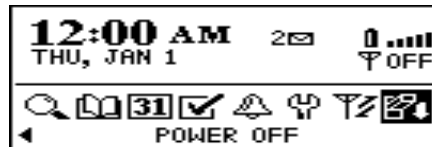


2. Using the trackwheel, scroll to highlight an icon. The name of the function represented by the highlighted icon will appear at the bottom of the display.
3. Access the function you want by clicking the trackwheel. The function's screen will appear.

**Tip** The name of the function will appear at the bottom of the screen, under the functions list. Press the underlined letter in the name of the function to access the function directly, without using the trackwheel.

## Turning off the pager

To turn off the pager, from the Home screen, scroll to and click the POWER OFF icon.

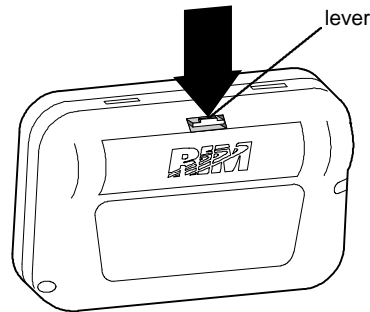


## Installing the battery

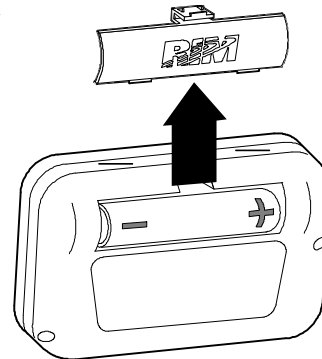
Depending on usage, the pager operates for long periods of time on a single AA alkaline battery that is included in your package. The pager will work best if you use a standard, high quality Alkaline battery. ULTRA batteries or Lithium AA batteries are not recommended.

**Note** When you first receive your pager, a battery is installed. For best results from your pager, replace this battery with the extra battery supplied in the RIM *Inter@ctive Pager 850* package.

1. To open the battery cover, push the lever down with your finger.



**Figure 3:**  
To remove the battery cover, push the lever and pull the battery door cover off.



**Figure 4:**  
Be sure to check polarity – the pager will not operate if the battery is installed with polarities reversed.

2. Once you have removed the battery cover, you can remove the old battery and insert a new battery. When inserting the new battery, make sure that the battery connectors are aligned for

the correct polarity (Figure 4). The pager will vibrate and beep if the battery has not been inserted properly.

**Note** If your pager is not functioning properly after you have replaced the AA battery, the internal lithium battery may have been completely discharged. Allow the AA battery to recharge the internal lithium battery by leaving the pager turned off for 6 to 8 hours. See page 115 for answers to frequently asked questions on the battery.

## Turning on the radio

When you first receive your RIM *Inter@ctive Pager 850* Pager, the radio will be turned off. You must turn on the radio before you can send and receive messages.

In the Home screen, scroll to and click the TURN RADIO ON icon in the functions list.



The antenna icon changes to an airplane icon to indicate that the radio is turned on.

There will be two messages in your Messages list when you first receive your RIM *Inter@ctive Pager 850* Pager. These are Welcome messages which tell you how to use your pager and some of its features.



## To turn off the radio

It is especially important to remember to turn off your pager's radio when on an airplane, or at times when it may interfere with other radio transmissions.

In the Home screen, scroll to and click the TURN RADIO OFF icon on the functions list.

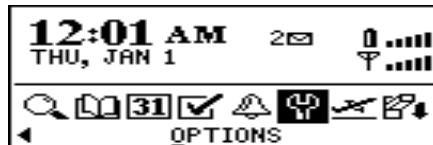


The pager's radio will be turned off and coverage will be registered as 'OFF'.

## Registering with the network

When you first turn on the radio, the Welcome messages will be sent to the pager, provided that you are properly registered with the network and are within coverage (as indicated beside the antenna icon in the top right corner of the Home screen). In rare cases, you may need to manually register your pager if the Welcome messages do not arrive.

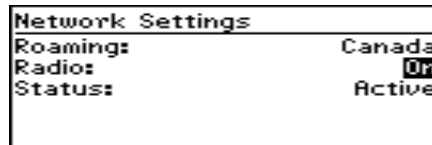
1. In the Home screen, scroll to and click the OPTIONS icon on the functions list.



2. The Device Options screen appears. Scroll to and click Network Settings.



3. In the Network Settings screen, ensure that the Roaming: field is set to your country (U.S. or Canada) and that the Radio: field is set to On. Verify that the Status: field is set to Active. See page 107 for more information on the Network Settings screen.



4. Click to view the menu. Scroll to and click Register Now.



The messages should appear in your Messages list. See page 29 for information on how to open a message to read it.

---

**Note** If the `Status:` field in the Network Settings screen is not set to `Active`, contact RIM *Inter@ctive Pager 850* customer support.

You must also re-register your pager each time you load new applications using the RIM *Inter@ctive Pager 850* Desktop Manager Application Loader tool. See the RIM *Inter@ctive Pager 850* Desktop Manager online help for more information on the Application Loader.

## Quick start setup

The pager has many features that you can customize to suit your specific needs. Once you have followed the other steps to get started with your pager, you should customize how you'd like the pager to notify you of new messages and set any of the other pager options. See page 105 for details on all of these options.

---

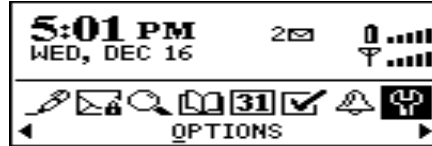
**Note** You can manually set the date and time on the pager. However, if you have installed and configured the RIM *Inter@ctive Pager 850* Desktop Software and have synchronized with your pager, the date and time will be set automatically. See the RIM *Inter@ctive Pager 850* Desktop Manager Installation & Getting Started Guide or the RIM *Inter@ctive Pager 850* Desktop Manager online help for information on synchronizing to set the date and time.

You can also set the Auto On/Off feature to configure when you want the pager to turn on and off automatically.

## To set message notification options

You can customize the way the pager notifies you of a new, unread message.

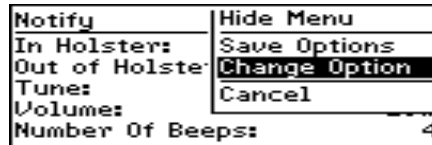
1. In the Home screen, scroll to and click the **OPTIONS** icon on the functions list.



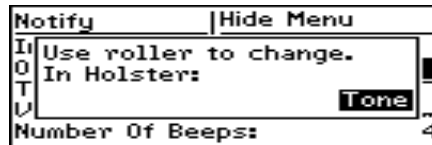
2. The Device Options screen appears. Scroll to and click **Notify**.



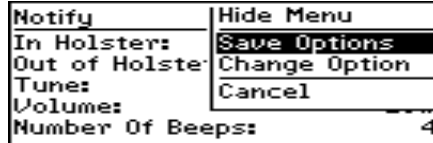
3. Scroll to the field you want to change and click to view the menu. Scroll to and click **Change Option**.



4. The following dialog box appears. Roll the trackwheel to change options. Click the trackwheel when you have changed the option's setting to your preference.



- Click the trackwheel to view the menu. Scroll to and click Save Options.

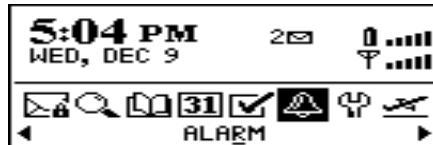


You return to the Device Options screen.

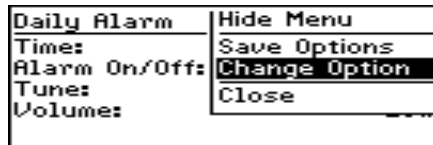
## Setting the alarm

The pager has an Alarm function that you can set to tone at the same time every day. Select from six different tone settings and three volume levels.

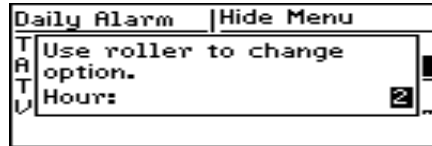
- In the Home screen, scroll to and click the ALARM icon on the functions list.



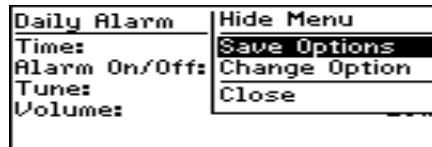
- The Daily Alarm screen appears. Scroll to the field you want to change then click to view the menu. Scroll to and click Change Option.



- The following dialog box appears. Roll the trackwheel to change options. Click the trackwheel when you have changed the setting to your preference.



- Click the trackwheel to view the menu. Scroll to and click Save Options.



**Note** Pressing any key will silence the alarm, but it will not be disabled. The RIM *Inter@ctive Pager 850* Pager will sound even if it has been turned off. To disable the alarm function, set the `Alarm On/Off:` field to `Off`.

## Alarm entry fields

The Daily Alarm screen contains the following entry fields:

**Time:** Set the time at which you want the alarm to sound. The default is 12:00 AM.

**Alarm On/Off:** Select whether or not you want the alarm to sound. The default is `Off`.

**Tune:** Select the tune you wish to hear when the alarm sounds. The default is Tune 3. You can preview the available tunes by selecting one.

**Volume:** Select the volume at which you wish to hear the alarm. Your options are: *Low*, *Medium*, and *High*. The default is *Low*.

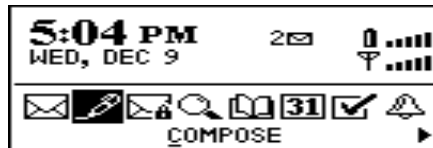
## Sending a message

Once you have properly configured the pager, and as long as you are wirelessly connected to and running the RIM *Inter@ctive Pager 850* Desktop Software, you are ready to send messages.

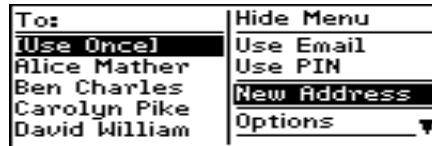
### To compose and send a message

You can send a message to an existing contact or add a new contact while composing your message. (You can also send a message directly to another RIM *Inter@ctive Pager 850* Pager without using email. See page 39 for instructions.)

1. In the Home screen, scroll to and click the COMPOSE icon on the functions list.



2. The To: screen appears. Do one of the following:
  - Either scroll to a name or search by typing the first letters of a name.
  - or*
  - Click the trackwheel to view the menu; scroll to and click *New Address*. (For this exercise, choose *New Address*.)



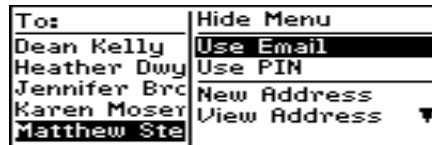
3. The New Address screen appears. Enter your contact's address information and press ENTER after each field.



4. Click the trackwheel to view the menu. Select Save Address by clicking again.

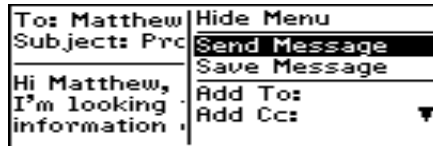


5. You return to the To: screen with your new contact selected. Click the trackwheel to view the menu where you can select a send method. (For this exercise, choose Use Email.)








6. Type a subject line and press ENTER to begin typing your message. When you are finished composing your message, click the trackwheel to view the menu; select `Send Message` by clicking again.



The Messages screen appears. You will see one of the following icons to the left of the message header to indicate message status.

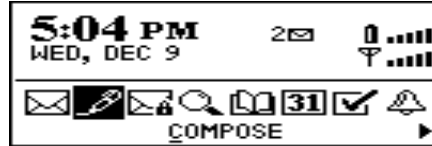
-  Message is being sent
-  Message has been sent out to the network
-  Message is pending (will be sent later). This icon would appear if, for example, you were out of a coverage area or the network was busy.

**Note** You can also compose a message while in the Messages, Address Book, or Saved Messages screens. Click the trackwheel to view the menu. Scroll to and click `Compose Message`. Follow steps 2-6 above to compose and send your message.

## To send a one-time message

This send option is a short-cut method. The address will NOT be saved in your Address Book.

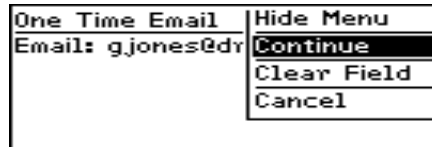
1. In the Home screen, scroll to and click the COMPOSE icon on the functions list.



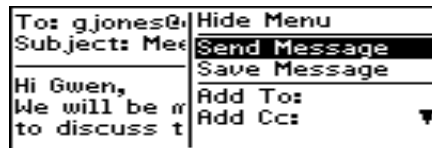
2. The To: screen appears. Scroll to [Use Once] and click to view the menu where you can select a send method. (For this exercise, choose Use Email.)



3. The One Time Email screen appears and you can type your contact's email address. Click the trackwheel to view the menu and select Continue by clicking again.



4. Type a subject and press ENTER to begin typing your message. When you are ready to send the message, click the trackwheel to view the menu and click Send Message.



The Messages screen appears and you can view the sent message's status.

See Chapter 3, 'Composing & sending messages,' for detailed information on formatting and composing messages.

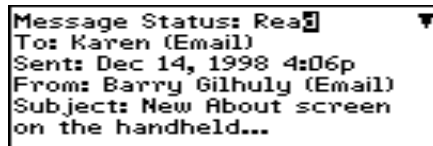
## Reading a message

When the pager receives a new message, it will provide one of the following notification types: no notification, beep, beep and vibrate, or vibrate only.

1. In the Messages screen, scroll to a message header with an unread message icon beside it. Click the trackwheel to view the menu and select **Open Message** by clicking again.



2. The new message appears on your screen. To see more information for a given open message, use the trackwheel and roll up above the body of the message. Here you will find the message header, the sent time, and the address fields. Scroll down to read the entire message.



3. Click the trackwheel to view the menu and select your next option. You can reply to, forward, save, or delete the open

message, read the previous message, or read the next unread message. See page 55 for more information on all your received message options.



**Note** When you slide the pager out of the holster within 5 seconds of notification, the notification stops and the most recently received message is already open. If you pull the pager out of the holster and quickly replace it, notification stops but the message will remain marked unread.

## Using password protection

The pager has a password security feature. Once you set the password for your pager and the password security screen turns on, no one can access it unless the password is entered.

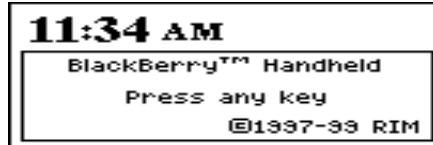
When you set your password in the Security screen of the Options function, you can also specify the length of time that the pager is idle before the password security screen appears. Once the pager is left idle for that amount of time, you will need to enter your password to access the pager.

You can also manually invoke the password security screen by using the Lock function. This function will lock the pager and no one can access it without entering the password. You should lock your pager if you leave it unattended.

Once the password is enabled, you will need to enter it when connecting the pager to your PC for use with the RIM *Inter@ctive Pager 850* Desktop Manager. With the pager in the cradle, you must

type your password and press the ENTER key before you can access the RIM *Inter@ctive Pager 850* Desktop Manager tools.

If you do not want the password security screen to appear, you must disable your password in the Security screen. See page 34 for details.



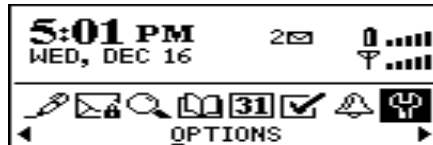
**Password security screen**

**Note** If you have entered information in the Owner screen of the Options function, it appears on the password security screen. You should backup any information on your pager that might not have originated from your PC. If an incorrect password is entered 10 times, all information could be erased from the pager for security reasons. See the RIM *Inter@ctive Pager 850* Desktop Manager online help for more information on the Backup/Restore tool.

## To enable password protection

You should set a password so that no one can access your pager without entering the password.

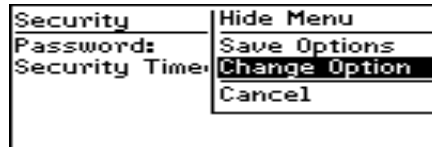
1. In the Home screen, scroll to and click the OPTIONS icon on the functions list.



2. The Device Options screen appears. Scroll to and click Security.



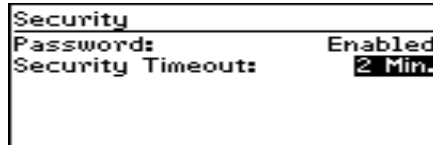
3. The Security screen appears. While in the Password: field, click the trackwheel to view the menu. Select Change Option by clicking again.



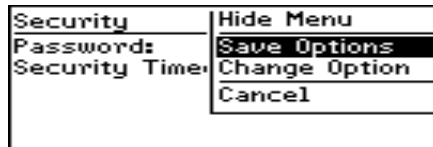
4. A dialog box appears. Roll the trackwheel to change the Password: field to Enabled. Once you select Enabled and click the trackwheel, you will be prompted to enter a minimum 4 character password as illustrated in the following screen. When you are finished, press ENTER. You will have to enter your password again to verify it.



- In the `Security Timeout:` field, set how much idle time should pass before the password security screen will appear. Click to view the menu, select `Change Option`, and set the amount of idle time in the dialog box which appears. Click the trackwheel once you have set this field to your preference.



- Click the trackwheel to view the menu. Scroll to and click `Save Options`.



You return to the Device Options screen.

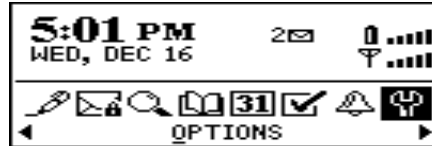
**Note** Once you have set a password, you need to enter it to access the Security screen again. In addition, if you power off the pager with the password security screen still enabled, you will need to enter the password once you power on the pager again.

Once the password is set, you can also access the LOCK icon on the functions list in the Home screen. See page 35 for information on the Lock function.

## To disable password protection

Once you disable your password, the password security screen will no longer be displayed.

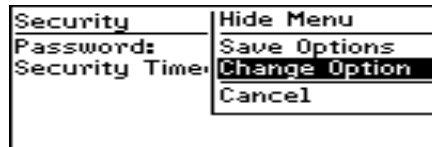
1. In the Home screen, scroll to and click the **OPTIONS** icon on the functions list.



2. The Device Options screen appears. Scroll to and click **Security**. The following dialog box appears. Type your password and press **ENTER** to access the Security screen.

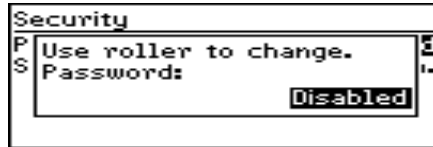


3. While in the **Password:** field of the Security screen, click to view the screen's menu. Scroll to and click **Change Option**.

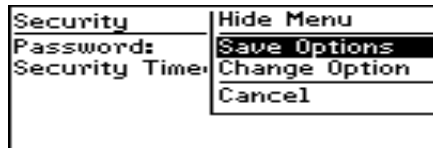




4. The following dialog box will appear. Scroll to and click Disabled.



5. Click the trackwheel to view the menu. Scroll to and click Save Options.

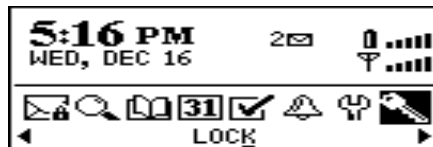


You return to the Device Options screen where the password feature is disabled on the pager.

## To lock the pager

Once you have enabled your password in the Security screen, you can lock the pager when it is unattended. An icon of a key will appear on the Home screen.

In the Home screen, scroll to the LOCK icon and click. The password security screen will appear and you will need your password to access the pager.



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**Note** The information you entered in the Owner screen of the pager options will appear on the password security screen. If you did not enter any information, default RIM *Inter@ctive Pager 850* information appears. See page 109 for more details on the Owner screen.

# 3

## Composing & sending messages

In the first two chapters, 'Introduction' and 'Getting started,' you learned about your pager's main components as well as the general procedures required for sending and reading messages using the pager.

Now, find out all about the different features the pager offers for advanced composing and sending capabilities.

### Sending a message to multiple contacts

You can send a message to more than one recipient and choose whether recipients are addressed directly (to:), carbon copied (cc:), or blind carbon copied (bcc:). See the instructions on page 78 for details on how to add contacts to your Address Book.

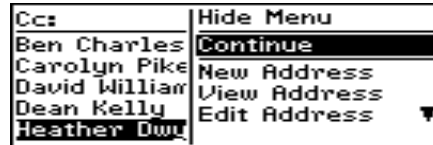
#### To send a message to multiple contacts

You can use **Add To:**, **Add Cc:**, and **Add Bcc:** to add recipients to your messages.

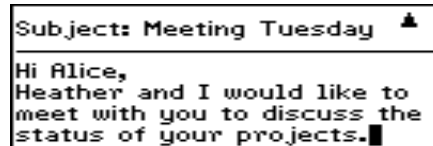
1. In the To: screen (with a main recipient and a send method already selected), click the trackwheel to view the menu. Click either Add To:, Add Cc:, or Add Bcc:. (For this exercise, select Add Cc:.)



2. The Cc: screen appears with a list of all your contacts' names. Scroll to a name. (Alternatively, you can type the first letters of your contact's name to start a search and then scroll to the name.) Click the trackwheel to view the menu, then scroll to and click Continue.



3. You return to the To: screen where the additional recipient is added to your message. Type your subject in the Subject: field and press ENTER to begin composing your message.



- When you have finished composing your message, click to view the menu. Scroll to and click `Send Message`.

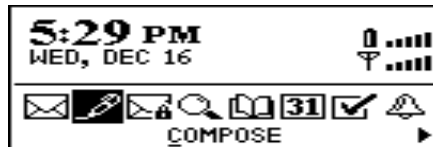


**Note** When you add another recipient to your message, the same send method must also be chosen for all. If both a PIN number and an email address are entered for the contact you've chosen, the same send method as the main recipient is chosen as the default.

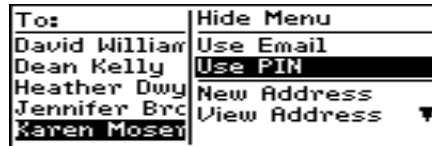
## Sending messages to other pagers

A PIN is a number that the wireless network service uses to identify each pager on the network and is similar to a phone number. If you know the PIN of another RIM *Inter@ctive Pager 850* Pager, you can use that number to send a message to a peer pager.

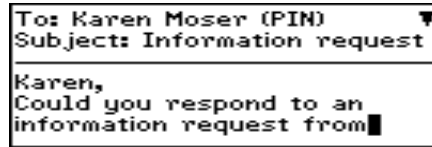
- In the Home screen, scroll to and click the `COMPOSE` icon on the functions list.



2. The To: screen appears. Scroll to and click an existing contact's name for which you have a PIN included in the contact's information. Click the trackwheel to view the menu. Scroll to and click Use PIN.



3. The To: screen appears. Type a subject line and press ENTER to begin composing your message.



4. Click the trackwheel to view the menu. Scroll to and click Send Message.



You return to the Messages screen where a checkmark will appear to indicate that the message has been sent. The checkmark will change to a "D" when the message has been delivered to the user's pager.


**Note** To find your PIN number, check the information in the Status screen of the Options function. You can also find out your PIN number by placing your pager in the cradle and running the RIM *Inter@ctive Pager 850* Desktop Software. See the RIM *Inter@ctive Pager 850* Desktop Software Installation & Getting Started Guide or the RIM *Inter@ctive Pager 850* Desktop Manager online help for more information.

You can also send a message to a RIM *Inter@ctive Pager 850* Pager using a one-time PIN number. See page 27 for information. Substitute `Use Email` with `Use PIN`.

## Receiving confirmation of a message

When you send a message to another RIM *Inter@ctive Pager 850* Pager user, you automatically receive confirmation if you send the message to that person's PIN number. You can also receive confirmation when sending a message by email.

1. Begin composing your message by selecting the recipients of the message. (See page 25 for instructions.) In the `Subject:` field, type `<confirm>`, followed by your subject.



The screenshot shows a text-based email composition interface. The 'To:' field contains 'Dean Kelly (Email)'. The 'Subject:' field contains '<confirm> Deadline' followed by a cursor. Below these fields is a large empty rectangular box for the message body.

2. Compose the message and then send it. When the message has been delivered to the recipient's pager, you will receive a new message indicating that your sent message has arrived.

```
SENT: Wed Dec 16 14:05:48 ▲▼
1998
SUBJECT: <confirm> testing

has been delivered to the
recipient's BlackBerry
```

**Note** You will have to access the Select Symbol screen to insert the angle brackets in the subject line. See page 52 for more information.

## Attaching Address Book entries

You can send an Address Book entry as an attachment in a message to another RIM *Inter@ctive Pager 850* Pager.

1. While you are composing your message, click the trackwheel to view the menu. Scroll to and click *Attach Address*.

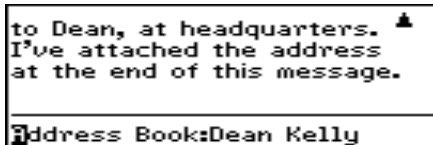
Corporate. ] address.	Add To: ▲
	Add Cc:
	Add Bcc:
	<b>Attach Address</b>
	Edit AutoText ▼

2. The Attach: screen appears, containing a list of all your contacts' names. Scroll to a name and click to view the menu. Scroll to and click *Use Address*.

<b>Attach:</b>	<b>Hide Menu</b>
Alice Mather	<b>Use Address</b>
Ben Charles	New Address
Carolyn Pike	View Address
David William	Edit Address ▼
<b>Dean Kelly</b>	



3. You return to the To: screen and you can see that your message now contains an Address Book attachment.



4. Click the trackwheel to view the menu. Scroll to and click Send Message.



See page 78 for information on how to add a new entry to your Address Book.

## Setting message options

You can change the message options for all message types – received, saved, and sent. You can configure the Message list to show the time the message was sent or received, to show the name of the sender or the recipient, and to confirm or not confirm before deleting a message.

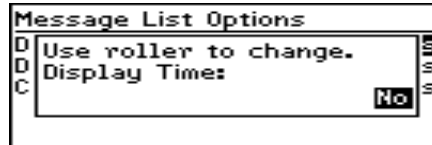
1. In the Messages screen, click the trackwheel to view the menu. Scroll to and click Options.



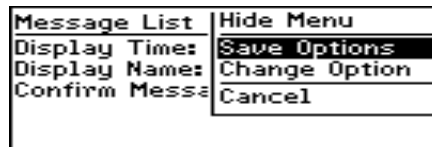
2. The Message List Options screen appears. Click to view the menu. Scroll to and click Change Option.



3. The following dialog box appears. Roll the trackwheel to change options. Click the trackwheel once you have changed the option's setting to your preference.



4. When you have made the required changes to the fields, click to view the menu. Scroll to and click Save Options.



You return to the Messages screen.

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**Note** You can also change the message options from the Saved Messages screen.

## Using AutoText to compose a message

The pager's AutoText function automatically replaces text you type with pre-programmed text. You can increase how quickly you compose messages by using AutoText. By configuring the AutoText entries and adding new ones for your specific needs, you can use AutoText to:

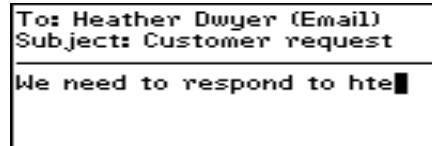
- Automatically correct commonly misspelled words.
- Automatically replace abbreviations and acronyms with complete words.
- Automatically enter commonly-used strings of words into a message by typing only one keyword.
- Automatically insert punctuation and symbols into your message without using the ALT key or symbols library.
- Automatically insert an auto signature by typing only keywords.

---

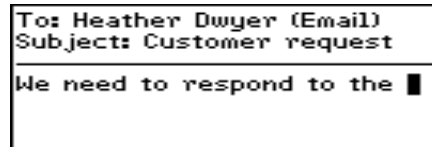
**Note** There are several shortcuts built into the AutoText function for inserting macros into messages. These shortcuts include inserting the time, date, etc. See page 132 for more information.

## How AutoText works

1. While typing a message in the To: screen, type the text 'hte'. The text 'hte' is a default AutoText entry that tells the pager to automatically replace the text with the correctly spelled word 'the'.



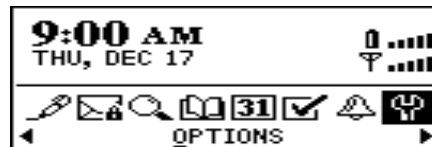
2. As soon as you press the SPACE key, notice what happens to the text 'hte':



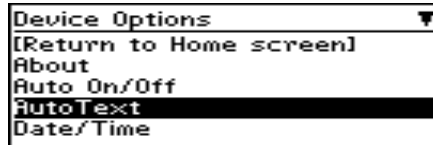
## To add a new AutoText entry

You may want to customize your AutoText database by adding specific AutoText entries.

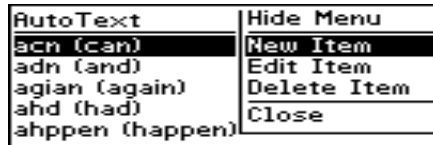
1. In the Home screen, scroll to and click the OPTIONS icon on the functions list.



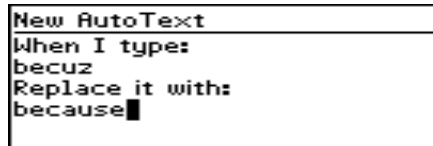
- The Device Options screen appears. Scroll to and click AutoText.



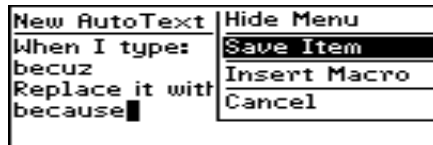
- The AutoText screen appears with a list of default AutoText entries. Click to view the screen's menu. Scroll to and click New Item.



- You will be prompted with two fields: When I type: (for the keyword) and Replace it with: (for what should appear instead).



- After you have entered information in both fields, click the trackwheel and select Save Item by clicking again.



You can test your new entry by typing the abbreviation while you compose your message.

**Note** In the `Replace it with:` field, you can insert a macro. Click to view the menu, scroll to and click `Insert Macro`. Select one of the macros that appears. See page 132 for a list of these macros.

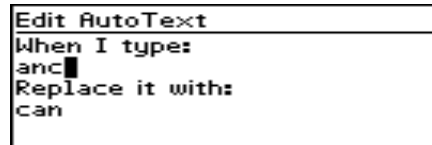
## To edit an AutoText entry

You may wish to change a pre-programmed AutoText entry to suit your needs.

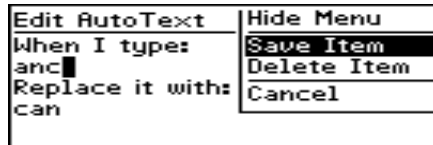
1. In the AutoText screen, choose the entry you would like to edit. With the entry selected, click the trackwheel to view the menu. Scroll to and click `Edit Item`.



2. The Edit AutoText screen appears. Press ALT while you roll the trackwheel to move left and right across the screen. Type your changes to the current entry.



- Click the trackwheel to view the menu. Scroll to and click `Save Item`.



You will return to the AutoText screen where you can view your recent changes.

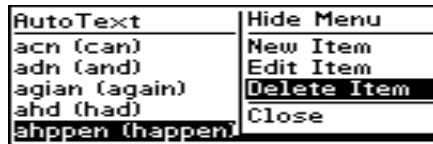
**Note** You can also edit AutoText entries from the To: screen with the main recipient selected. Click to view the menu. Scroll to and click `Edit AutoText`.

You can also edit AutoText entries from the Backup/Restore tool in the RIM *Inter@ctive Pager 850* Desktop Manager. See the RIM *Inter@ctive Pager 850* Desktop Manager online help for more information.

## To delete an AutoText entry

If you do not wish to keep an AutoText entry (either a default entry or one that you added), you can delete it.

- In the AutoText screen, scroll to the entry you would like to delete. With the entry selected, click the trackwheel to view the menu. Scroll to and click `Delete Item`.



2. A dialog box appears asking if you want to delete the entry. Scroll to and click **Yes**.

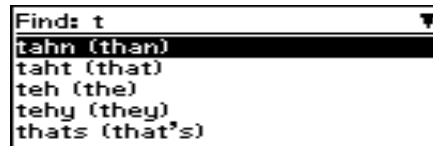


You return to the AutoText screen and you can see that the entry is no longer included in the list.

## To perform an AutoText search

Rather than scrolling through your list of AutoText entries, you can perform a search to find an entry quickly.

1. In the AutoText screen, type the first letter or first few letters of the entry you would like to find. For this example, type the letter 't'. (The screen header will display the word `Find:`, followed by the letter 't'.)



2. Click the trackwheel to choose to edit or delete the entry.



## Automatic formatting

The pager's built-in formatting capabilities extend beyond the AutoText function to reduce your typing time dramatically.

### Auto capitalization

As you compose a message, you do not have to worry about pressing the `SHIFT` key to capitalize words — the pager has 2 methods of performing capitalization for you!

- **Begin typing:** you will see that the first letter you type capitalizes itself automatically and that every letter following a period becomes capitalized too. The pager recognizes the beginning of a new sentence and does the work for you.
- **If you want any subsequent characters to be capitalized,** press and hold the character key until it becomes capitalized. You must have `Key Rate` set to either `Slow` or `Fast` for this feature to work (i.e., `Key Rate` must be enabled). See page 109 for more information on the `Screen/Keyboard` options.

### Auto punctuation

You can automatically insert a period at the end of a sentence or word by pressing the `SPACE` key twice. You will also notice that the next letter typed is capitalized.

### Email field in Address Entry screen

You can type an email address in the `Email` field of the Address Entry screen without touching the `ALT` key!

Begin typing an email address; instead of pressing ALT+L to access the '@' sign, simply press the SPACE key. You will see the '@' sign appear. When you press the SPACE key again, a '.' character appears.

To insert a blank space into the Email field, press BACKSPACE and then press SPACE again. A blank space appears in the field. The next time you press the SPACE key, the '@' sign appears.

### Number fields in Address Book screens

You can type numbers in the PIN, Work, Home, Mobile, Pager, and Fax fields of the Address Entry and New Address screens without pressing the ALT key.

Begin typing a number in one of these fields and instead of pressing the ALT key to access numeric keys, simply press the associated character key. For example, to display the number '4', press the 'R' key.

These fields support all numeric characters and the '-', '+', 'x' and '.' characters without pressing the ALT key.

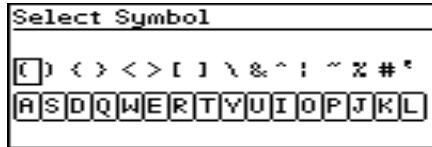
## Inserting symbols

Enhance your messages by inserting symbols from the pager's symbols library.

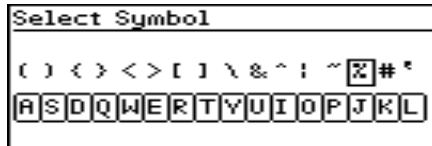
---

**Note** You can insert symbols into screens other than To: (such as the Address Entry, Search Options, and AutoText screens) by following these steps.

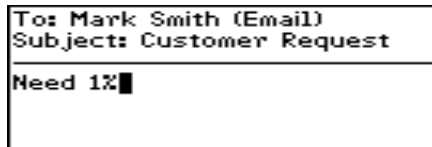
1. From the To: screen, press ALT+SPACE to view the Select Symbol screen.



2. Use the trackwheel to scroll to the symbol you would like to insert into your message, then click to insert the symbol.



3. You return to your message in the To: screen and you can see that your symbol choice has been inserted. Continue composing.



**Tip** You can also insert international characters into your messages. Roll the trackwheel as you press and hold a letter with associated international characters to scroll through the available characters. Release the letter once you find the one you want.



# 4

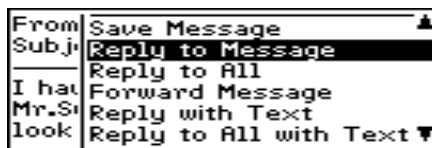
## Receiving & reading messages

In this chapter, learn about your options for received messages, how to access more of a long message, and how to open file and Address Book attachments.

When you receive a new message, the pager will display visual notification on the Home screen and will provide other notification, depending on how you have set your notification options.

### Received message options

Once you have read a new message, click the trackwheel to view your options. The following menu appears:



Received message menu

You can click Reply to Message or you can scroll up or down to view the following options:

**Save Message** — Save the open message. A copy of the message will be placed in the Saved Messages screen. See page 67 for more information on how to save messages.

**Reply to Message** — Send a reply to the sender of the open message. By default, this option is selected.

**Reply to All** – Reply to all recipients of the message.

**Forward Message** — Forward (send) the open message to another contact. If an attachment is included with a message, it will be forwarded with the message.

**Reply with Text** — Send a reply to the sender of the open message. The text of the original message appears below your reply. All of the original message is sent, even if it was truncated on your pager.

**Reply to All with Text** – Send a reply to all recipients and include the text of the original message as part of the reply.

**Delete Message** – Delete the open message.

**Next Unread** — Close the current message and open the next unread message.

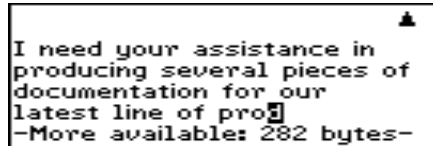
**Previous Message** – Close the current message and open the previous message in the list.

**Next Message** – Close the current message and open the next message in the list.

## Receiving long messages

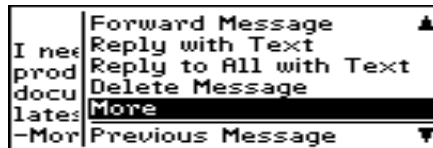
Occasionally, the message you receive may be longer than what the network can transmit. In this case, the maximum amount allowed is sent to your pager and the remainder is stored in your corporate email Inbox. You can access the rest of your message by following this procedure:

1. Open the message. At the end of the message, you will see `More available`. The remaining number of bytes in the message is also listed.



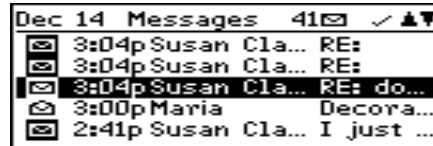
A screenshot of a pager screen displaying a message. The text reads: "I need your assistance in producing several pieces of documentation for our latest line of prod". The message is truncated, and at the bottom, it says "-More available: 282 bytes-". There is a small bell icon in the top right corner.

2. Click to view the menu. Scroll to and click `More`.

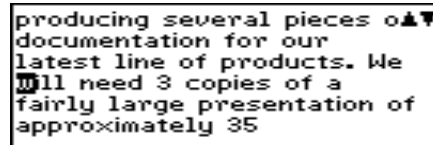


A screenshot of a pager screen showing a menu. The menu items are: "Forward Message", "Reply with Text", "Reply to All with Text", "Delete Message", "More", and "Previous Message". The "More" option is highlighted with a black bar. On the left side, there is a vertical list of text: "I need", "prod", "docu", "late:", and "-Mor". There are small bell and arrow icons in the top right and bottom right corners.

3. Once you have selected more you can remain in the message and the remaining part of the message will appear at the end when it arrives. You can also return to the Message list and you will be notified when the pager receives the remaining part of the message. (For this exercise, return to the Message list.)



4. The message will be marked unread. In the Message list, scroll to the unread message and open it by pressing the ENTER key. Press G to resume reading the message where you last left off.



## Managing file attachments

If you have received a message on your pager that originally had a file attached, you can send this message to someone else who can open the file attachment. The original message (with the attached file) is forwarded through your corporate email Inbox.

1. Open a received message that has a file attachment. The name of the attachment and the size of the file will appear at the end of the message.





- Click the trackwheel to view the menu. Scroll to and click Forward Message to send the message, including the file attachment, to someone who can open the file on their desktop.

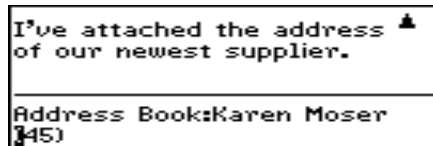


You return to the Message list where you can view the sent message's status.

## Opening an Address Book attachment

You can open attachments which are in the form of Address Book entries. If you have received a message with an Address Book attachment, follow this procedure to open the attachment on your pager:

- Open a received message and read it. Scroll to the end of the message; if there is an Address Book attachment for you to open, you will see the following:



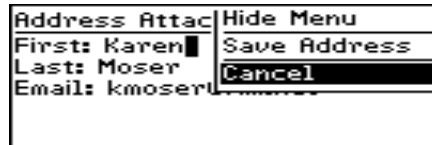
2. Position the cursor on the attachment and click the trackwheel to view the menu. Click **Open Attachment**.



3. The Address Attachment screen opens and you can view the information.



4. Click the trackwheel to view the menu and click **Cancel**.

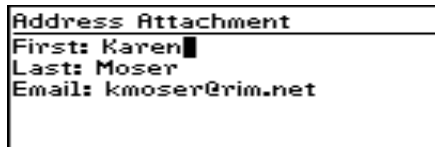


You return to the open message.

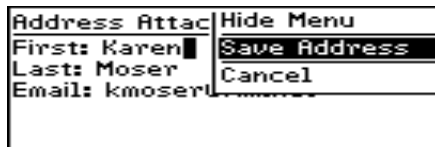
## Adding attachments to your Address Book

You can add the Address Book attachment to your list of contacts.

1. Open an Address Book attachment and view it.



2. Click the trackwheel to view the menu. Scroll to and click Save Address.



The attachment is added to your Address Book.










# 5




## Managing messages

Chapters 3 and 4 discuss the features and functions that the pager provides for sending and receiving messages. Now, find out how you can organize, customize, and search the messages screens to access new and stored messages in seconds.

### Message status

A number of different icons in the Messages screen represent the status of each message in the list. The following table contains a description of each message status icon.

Icon	Description
	Message is being sent.
	Message has been sent out to the network.
	Message sent to another RIM <i>Inter@ctive Pager 850</i> Pager PIN number has been delivered.
	Message pending (will be sent later).
	Composed message has been saved (not sent yet).
	Message returned, message transmission error.
	Unread message transmission error.

Icon	Description
	New, unread message has been received.
	Message has been read.
	Priority status of message is high.

## Searching messages

Use the powerful search function to locate messages and Address Book entries in seconds.

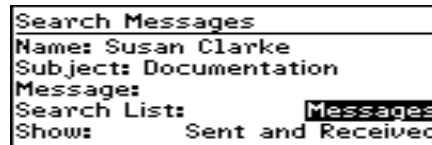
**Note** Messages in the Search list that are saved have a lock icon beside them.

You can also search for messages while in the Messages and Saved Messages screens.

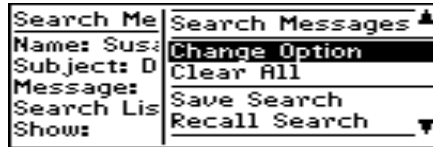
1. In the Home screen, scroll to and click the SEARCH MESSAGES icon on the functions list.



2. The Search Messages screen appears. Enter the keywords that you would like to search for.



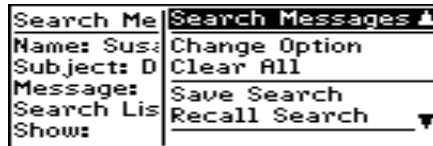
3. In the `Search List:` field, you can configure the pager to search all messages, the saved messages, or the Message list. In the `Show:` field, you determine how you want the search results to appear. You can show all messages, only the sent messages, or only the received messages that match your search criteria. While in either of these fields, click the trackwheel to view the menu, then click `Change Option`.



4. The following dialog box appears. Roll the trackwheel to change options. Click the trackwheel when you have changed the option's setting to your preference.



5. Click the trackwheel to view the menu. Scroll to and click `Search Messages`.



Your results are displayed in the Search screen.

**Note** When you enter text in the `Subject:` or `Message:` field, the Search Messages function will search for phrases containing these characters in the subject line and the body of your messages.

You can search for a name stored in your Address Book while in the Search Messages function. With your cursor in the `Name:` field, click the trackwheel to view the menu. Scroll to and click `Select Name`. The Address Book screen appears where you can select the name to search for. Click the trackwheel to view the menu. Scroll to and click `Use Address`. You return to the Search Messages screen with your selected name in the `Name:` field.

## Saving and recalling search terms

You can save the terms of your search and recall them the next time you want to perform a similar search.

1. Outline the terms of your search by setting the options in the fields of the Search Messages screen.



2. Click the trackwheel to view the screen's menu. Scroll to and click `Save Search`. The terms of your search will be saved.





- If you make a change to your search terms but want to recall the last saved terms, click the trackwheel to view the menu. Scroll to and click **Recall Search**.



The settings will revert to the saved search.

**Note** You can only save the criteria of one search at a time.

## Saving messages

Save important messages by copying them to a separate list. The Saved Messages function helps to manage the size of your Message list.

### To store a received or sent message

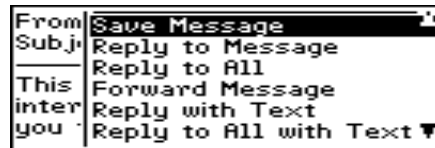
You may wish to save a received or sent message. By saving messages, you can access the message in the future.

**Note** An icon in front of the message header indicates message status (i.e., sent, received, etc.). See page 63 for an explanation of each icon.

1. In the Messages screen, scroll to a received or sent message and click to view the menu. Scroll to and click Open Message.



2. Click the trackwheel to view the menu. Scroll to and click Save Message.



3. The dialog Copying to Saved Folder flashes on the screen. The message has been copied to your Saved Messages list but also remains in the Messages list. Return to the Messages screen by clicking the trackwheel, scrolling to and clicking Close.



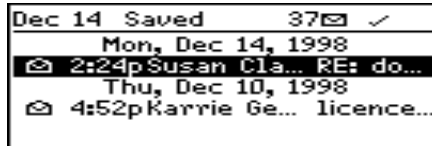
4. Return to the Home screen by clicking to view the menu, scrolling to and clicking Close.



5. In the Home screen, scroll to and click the **SAVED MESSAGES** icon in the functions list.



6. The Saved Messages screen appears and you can see that the message has been copied to this folder.

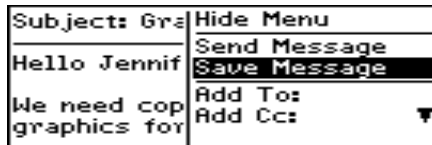


Now that the message has been saved, return to the Messages screen to delete the message. See page 71 for more information on deleting messages.

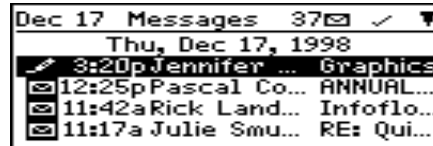
## To save a message while composing

You may wish to save a message that you have not finished composing so that you may complete and send it at a later time.

1. While composing in the To: screen, click the trackwheel to view the menu. Scroll to and click **Save Message**.



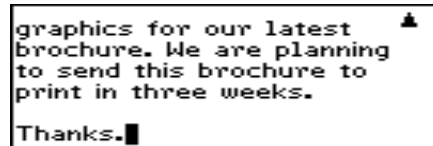
2. The Messages screen appears. An icon beside the message indicates that the message is saved but has not been sent. (The message has been saved in the Messages screen. It has not been saved in the Saved Messages area.)



3. To resume composing, scroll to the saved message and click to view the menu. Scroll to and click Open Message.



4. The saved message opens and you can resume composing.



5. When you've finished composing, click the trackwheel to view the menu. Choose to save message or to send the message.



**Note** The message you save while composing is saved in your Messages list, not in the Saved Messages area.

## Deleting messages

Although the pager has ample memory for storing messages, you should delete unnecessary messages in order to manage the list more efficiently.

**Note** If the pager's memory is full and you receive new messages, the pager will delete the oldest messages in the Messages list to accommodate new ones. Saved messages are not deleted.

### To delete an open message

You can delete a message while it is open without returning to the Messages screen.

1. While the message is open, click the trackwheel to view the menu. Scroll to and click **Delete Message**.



2. The following dialog box appears, asking if you want to delete the message. Click **Yes**.



You return to the Messages screen and you can see that the message is no longer included in the list.

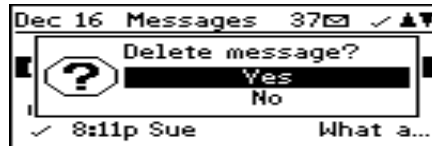
## To delete a message from the Messages list

You can delete a message from the Messages screen without having to open it. This procedure also applies for deleting messages from the Saved Messages screen.

1. In the Messages screen, scroll to the message that you want to delete and click to view the menu. Scroll to and click *Delete Message*.



2. The following dialog box appears, asking if you want to delete the message. Click *Yes*.



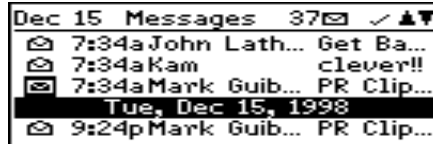
The message is no longer included in the Message list.

**Note** If you request more of a message, you should not delete that message until you have received all the information. See page 57 for more information on receiving long messages.

## To delete multiple messages

You can delete more than one message by selecting a date field.

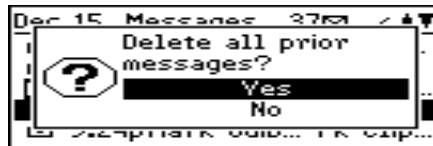
1. In the Messages screen, scroll to a date field.



2. With the date field highlighted, click to view the menu. Scroll to and click `Delete Prior`.



3. The following dialog box appears. Click `Yes` to delete all messages sent or received on that date as well as all messages sent or received prior to that date.



You return to the Messages screen and you can see that the messages have been removed from the list.

## Resending a message

If, for some reason, your message is not properly sent on the first attempt, you can resend the message.

1. In the Messages screen, scroll to the message which you want to resend and click to view the menu. Select **Open Message** by clicking again.



2. The text of the message will appear. Click to view the menu. Scroll to and click **Resend Message**.



You return to the Messages screen and your message will be sent again.

**Note** Scroll to the top of the original message to find out why the message did not send properly. See the RIM *Inter@ctive Pager 850 Desktop Manager* online help for explanations of possible error messages.



# 6

## Using the Address Book

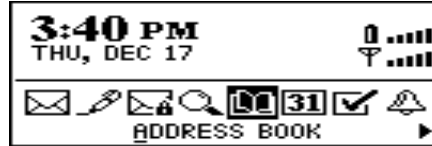
The pager contains an Address Book for storing the address information of each person or company you might want to contact. The Address Book allows you to keep a customized record of email addresses, mailing addresses, titles, pager, fax, business, and home phone numbers, as well as personal information such as any notes you'd like to associate with a specific contact. You can also include PIN numbers for contacts with RIM *Inter@ctive Pager 850* Pagers. Add as many different contacts as you like!

## Customizing Address Book options

### To customize your Address Book options

In your Address Book options, you can decide how you want to sort the addresses in your Address Book, whether or not you want confirmation of deleted addresses, and whether or not you want to allow duplicate names.

1. In the Home screen, scroll to and click the ADDRESS BOOK icon on the functions list.



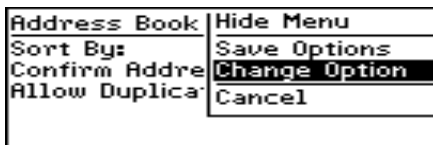
2. The Address Book screen appears. Click to view the menu. Scroll to and click Options.



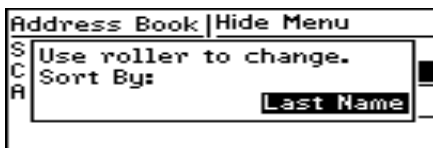
3. The Address Book Options screen appears, displaying the following three options:

- |                               |  |
|-------------------------------|--|
| <b>Sort By</b>                | Select how you want to sort the addresses in your Address Book.  |
| <b>Confirm Address Delete</b> | Select whether or not you want to confirm the deleting of an Address Book entry each time. By default, this is set to Yes. |
| <b>Allow Duplicate Names</b>  | Select whether or not you want to allow more than one entry for the same name. By default this field is set to Yes.        |

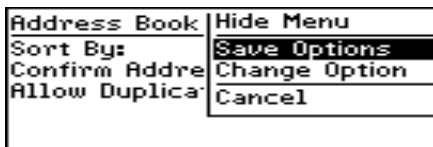
4. Scroll to the option you want to change, then click to view the menu. Scroll to and click Change Option.



5. The following dialog box appears. Roll the trackwheel to change options. Click the trackwheel once you have changed the option's setting to your preference.



6. Click the trackwheel to view the menu. Scroll to and click Save Options.



You return to the Address Book screen.

**Note** You can also access the Address Book options in the To: screen when composing a message.

## Adding address entries

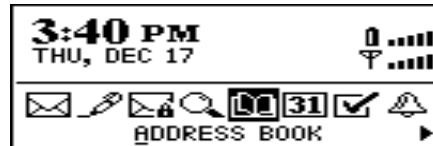
You can add entries to the Address Book to suit your needs.

### To add an Address Book entry

You can add address entries to your Address Book to create a contact database.

**Note** You can have up to 3 email addresses for the same Address Book entry. To add more than one email address click to view the New Address menu, scroll to and click **Add Email**. An additional field appears in the New Address screen and you are able to add the second email address. When you compose a message to the contact with multiple email addresses and select the email send method, you will be prompted to select which address to use.

1. In the Home screen, scroll to and click the **ADDRESS BOOK** icon on the functions list.



2. The Address Book screen appears. Click to view the menu. Scroll to and click **New Address**.



3. Type your contact's information and press **ENTER** after each field. You can also type your contact's full name in the **First**:

or **Last:** field and press the ENTER key. The first name will appear in the **First:** field and the last name will appear in the **Last:** field.

<b>New Address</b>
<b>First:</b> Paul
<b>Last:</b> Michaels
<b>Email:</b> █
<b>PIN:</b>
<b>Title:</b>

- To save your contact information, click to view the menu. Scroll to and click **Save Address**.

<b>New Address</b>	<b>Hide Menu</b>
<b>First:</b> Paul	<b>Save Address</b>
<b>Last:</b> Michaels	<b>Add Email</b>
<b>Email:</b> pmichae	<b>Clear Field</b>
<b>PIN:</b> 15999999	<b>Cancel</b>
<b>Title:</b> VP █	

An alphabetical listing of all your contacts' names appears with your new contact's name inserted in order.

**Tip** Instead of adding all your contacts manually to your pager, you can import them from your PC. See the RIM *Inter@ctive Pager 850* Desktop Manager online help for more information.

## Address Book entry fields

The New Address screen has the following entry fields:

**First Name:** Enter your contact's first name. This field accepts alpha-numeric and symbol characters.

**Last Name:** Enter your contact's last name. This field accepts alpha-numeric and symbol characters.

**Email:** Enter your contact's email address. This field supports alpha-numeric and symbol characters. Pressing the space bar once invokes the '@' sign; pressing the SPACE key again invokes a '.' (period). If you continue to press the SPACE key, you can continue to insert periods. To insert a blank space, press the BACKSPACE key and then the SPACE key again.

**PIN:** Enter your contact's PIN number. This number, unique to each pager, is assigned by the wireless network service and allows you to send a message to another pager without using an email address. You do not need the ALT key to enter numbers in this field.

**Title:** Enter the title of your contact's position.

**Company:** Enter the name of the company for which your contact works.

**Work:** Enter your contact's business phone number. This field supports numeric characters and the '-', '+', 'x' and '.' characters without having to hold down the ALT key. You can also access the symbols library to use parentheses.

**Home:** Enter your contact's home phone number. This field supports numeric characters and the '-', '+', 'x' and '.' characters without having to hold down the ALT key. You can also access the symbols library to use parentheses.

**Mobile:** Enter your contact's mobile phone number. This field supports numeric characters and the '-', '+', 'x' and '.' characters without having to hold down the ALT key. You can also access the symbols library to use parentheses.

**Pager:** Enter your contact's pager number. This field supports numeric characters and the '-', '+', 'x' and '.' characters without

having to hold down the ALT key. You can also access the symbols library to use parentheses.

**Fax:** Enter your contact's fax number. This field supports numeric characters and the '-', '+', 'x' and '.' characters without having to hold down the ALT key. You can also access the symbols library to use parentheses.

**Address:** Enter your contact's street address. There are 2 fields for long addresses.

**City:** Enter your contact's city.

**State/Prov:** Enter your contact's state or province.

**ZIP/Postal Code:** Enter your contact's zip code or postal code.

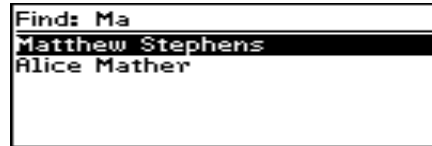
**Country:** Enter your contact's country.

**Notes:** Enter any reference notes you would like to keep about your contacts. This field supports alpha-numeric and symbol characters. Press the ENTER key for a new line.

## Searching address entries

The pager's powerful search tool enables you to go directly to a specific contact so you do not have to scroll through a lengthy address list.

1. Type the first letter or letters of the name of the contact you want to find. The letter or letters you type appear in the screen header, preceded by the word `Find:`



2. To return to your complete list of contacts, click to view the menu. Scroll to and click `View All`.



**Note** The example above illustrates that the pager searches the First, Last, and Company names of contacts to find the first instance of a match. The more letters you type for your search, the fewer matches there will be.

## Viewing address entries

You can view the information for a specific contact in the form of an on-screen business card.



1. In the Address Book screen, highlight the name of the contact whose information you want to view. Click to view the menu. Scroll to and click `View Address`.

Address B	Hide Menu
Alice Mather	New Address
Ben Charl	<b>View Address</b>
David Willi	Edit Address
Dean Kelly	Delete Address
Heather Di	

2. A virtual business card appears listing all the information you've entered for this contact.

Alice Mather	▼
Director	
Mather Industries	
Work: 555-9900	
Home: 555-8899	

**Tip** Press the first letter of the field name. The cursor will move to that field. For example, if you press 'F' in this screen, you move to the `Fax` field.

## Editing address entries

You can edit the information in any of the fields of an address entry. Some Address Book fields are limited to numeric characters and only a few alpha characters.

1. From the Address Book screen, select the Address Book entry you want to edit and click to view the menu. Scroll to and click Edit Address.

Address B	Hide Menu
Alice Math	New Address
Ben Charl	View Address
Carolyn Pi	<b>Edit Address</b>
David Willi	Delete Address
Dean Kelly	

2. The Edit Address screen appears. Use the trackwheel to move from field to field. Press the ALT key as you roll to scroll horizontally through the text to make your edits.

Edit Address
First: Ben
Last: Charles
Email: bcharles@systems.ca
PIN: 15889998
Title: Software Developer

3. When you have made all the changes to the address entry fields, click to view the menu. Select Save Address by clicking again.

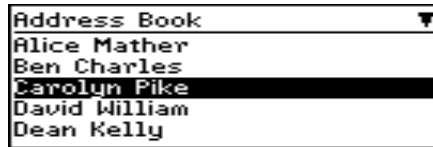
Edit Address	Hide Menu
First: Ben	<b>Save Address</b>
Last: Charle	Delete Address
Email: bchar	Add Email
PIN: 1588999	Clear Field
Title: Softw.	

**Note** Click the trackwheel to view the Address Entry menu. From this menu you can clear fields and add Email fields. Simply scroll to choose the field and click to clear or add. You will see the field(s) affected in the Address Entry screen.

## Deleting address entries

You can delete old addresses from your Address Book to save memory space.

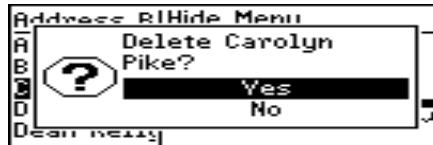
1. In the Address Book screen, scroll to the contact you want to delete.



2. Click to view the menu, then scroll to and click Delete Address.



3. The following dialog box appears asking if you want to delete the address. Select Yes by clicking the trackwheel.



You return to the Address Book screen and the entry is no longer in your contact list.

---

**Note** You can also delete Address Book entries from the Edit Address and View Address screens.

# 7

## Managing tasks and appointments

The pager contains two functions to help you manage and schedule appointments and tasks. Use the Tasks function to make a list of tasks that need to be completed. Use the Calendar function to keep track of appointments and events, including the duration of the appointment, the location, and any additional notes.

---

**Note** You can copy Task and Calendar entries from your PC to your pager. See the RIM *Inter@ctive Pager 850* Desktop Manager online help for more information.

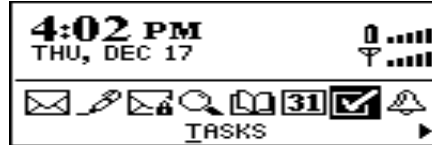
### Using the Tasks function

The pager's Tasks function allows you to keep a list of important tasks that need to be accomplished. Tasks can be sorted by priority, due date, or subject.

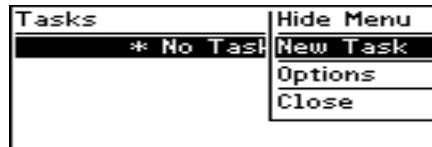
#### To add tasks

You can add tasks to your task list to keep the list up to date.

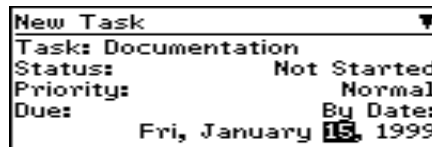
1. In the Home screen, scroll to and click the **TASKS** icon on the functions list.



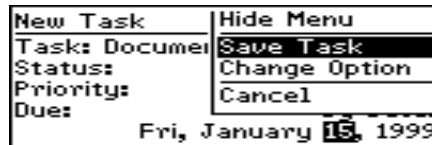
2. The Tasks screen appears. Click the trackwheel to view the menu. Scroll to and click **New Task**.






3. The New Task screen appears, where you can type the information for the task. Press **ENTER** after each field.



4. Click to view the menu then select **Save Task** by clicking again.



Your new task will be listed in the **Tasks** screen, with one of following three icons beside it, depending on the task's status.

Icon	Description
	The task has been completed.
	The task has been deferred or is waiting.
	The task has not been started or is in progress.

### Tasks entry fields

The Tasks screen will contain the following entry fields:

**Task:** Enter the subject of the task.

**Status:** Choose the status of the task. Your options are Not Started, In Progress, Completed, Waiting, and Deferred. The default is Not Started.

**Priority:** Choose the priority of the task. Your options are Normal, Low, and High. The default is Normal.

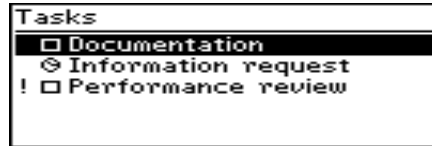
**Due:** Select when the task is due to be completed. Your options are None or By Date. If you select None, no due date will be recorded for this task. If you select By Date, you can enter the date on which this task is due.

**Notes:** Enter any reference notes you would like to keep about the task.

### To view and edit tasks

You can view a task entry in the Edit Task screen. If necessary, you can change any information in that screen.

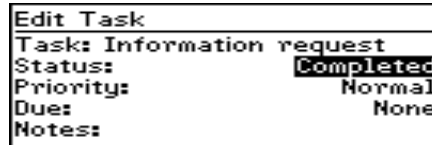
1. In the Home screen, scroll to and click the **TASKS** icon on the functions list. The Tasks screen appears, displaying a description for each task.



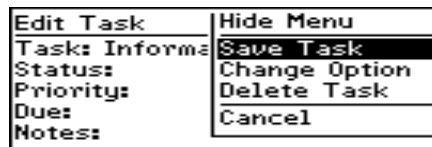
2. Click the trackwheel to view the menu, then select **Open Task** by clicking again.



3. The Edit Task screen appears with all the details of the task listed. Edit the task by changing the fields in this screen.



4. Once you have finished viewing or editing the fields in this screen, click to view the menu. Scroll to and select **Save Task**.



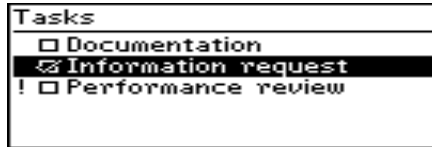
You return to the Tasks screen.



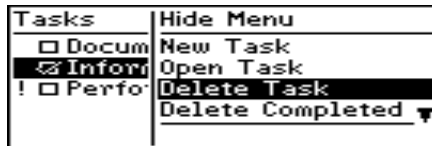
## To delete tasks

You can delete tasks from the task list when they have been completed or when you no longer need to reference them.

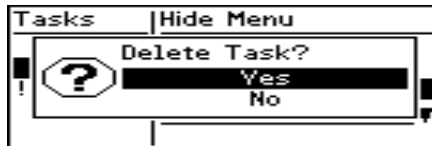
1. In the Tasks screen, scroll to the task you want to delete.



2. Click to view the menu then scroll to and click `Delete Task`.



3. The following dialog box will appear, asking if you want to delete the task. Click `Yes`.



You return to the Tasks screen where the task is no longer in the list.

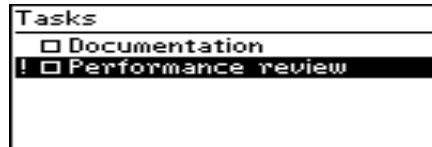
**Note** You can also delete all completed tasks by scrolling to and clicking `Delete Completed`.

## To change a task's status

Once a task's status has changed, you can reflect this change in the task list. You can mark a completed task as "In Progress" and an in progress task as "Completed."

**Note** You can only mark a completed task as in progress. You can mark a task as completed if it is marked as deferred, waiting, not started, or in progress. To change a task to another status other than completed or in progress, edit the task. See page 89 for information on editing tasks.

1. In the Tasks screen, select the task for which you want to change the status.



2. Click to view the menu. Depending on the task's current status, scroll to and click either Mark Completed or Mark In Progress. (For this exercise, choose Mark Completed.)



The task's status is changed.

**Tip** Press M to change the task's status without viewing the menu.

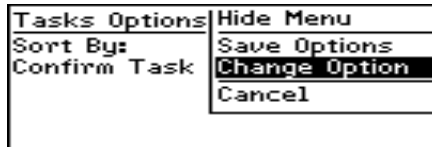
## To set tasks' options

You can modify the options for how your task list is organized.

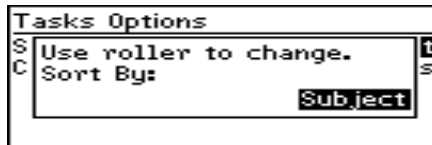
1. In the Tasks screen, click to view the menu. Scroll to and click Options.



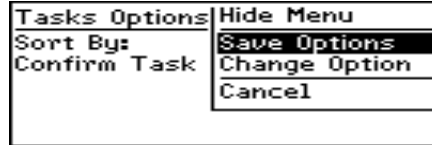
2. The Tasks Options screen appears. In the Sort By: field, select how your tasks should be sorted. Choose from Subject, Due Date, Status, or Priority. In the Confirm Task Delete field, select whether or not you want to confirm deleting a task. While in either of these fields, click to view the menu, then select Change Option.



3. The following dialog box appears. Roll the trackwheel to change options. Click the trackwheel when you have changed the option's setting to your preference.



4. When you have made the required changes, click to view the menu. Scroll to and click *Save Options*.



You return to the Tasks screen.

## Using the Calendar function

The pager's Calendar function displays appointments and events in either Agenda view or Calendar view. The Calendar view displays a calendar with icons beside the dates with appointments. The Agenda view looks similar to the setup of the Messages screen and displays the date of the appointment, the start time, and a description.

### To switch from Calendar view to Agenda view

The default view for this function is Agenda view. If you change it and exit the function, the view you switch to becomes the default view the next time you access the Calendar function.

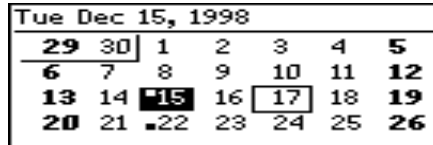
1. In the Home screen, scroll to and click the CALENDAR icon on the functions list.



- The Calendar screen appears in Agenda view on the most recent date that has an appointment scheduled. Click to view the menu. Scroll to and click `Display Calendar`.



- The full month will be displayed with a black box highlighting today's date. A smaller box will appear to the left of any days that have appointments scheduled. For appointments before noon, the box is displayed in the upper left corner. For appointments after noon, the box is displayed in the lower left corner.



**Tip** Press S to switch between views quickly.

In Calendar view, scroll to a date and press the ENTER key. You will see the appointments for the day, in Agenda view. (If there are no appointments for that day, you will see the day closest to today with appointments.) Press the BACKSPACE key to return to the Calendar view. Scroll to another date to view more appointments.

## To add new appointments

The following instructions outline how you can add appointments from Agenda view. This procedure also applies for adding appointments in Calendar view.

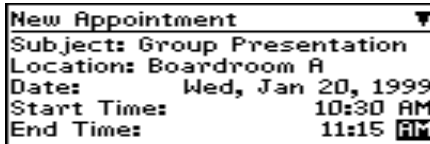
1. In the Home screen, scroll to and click the CALENDAR icon on the functions list.



2. The Calendar screen appears. Click the trackwheel to view the menu. Scroll to and click New Appointment.



3. The New Appointment screen appears. Use the trackwheel to move from field to field, adding information for the appointment. Press ENTER to go to the next field.



4. To save the information, click to view the menu. Scroll to and click Save Appointment.



You return to the Calendar screen.

---

**Note** To add a reminder to this appointment, in the `Reminder` field, select how early you want to be notified of the appointment. Scroll through your options or type the first number of the length of time to set. If you choose to be notified, your appointment will have an alarm icon beside it in the Calendar screen.

If you have set a reminder for your appointment but do not want to be notified of regular messages, turn on Priority Message notification in the Notify screen. You will continue to be notified of the pending appointment since appointments are considered priority messages. See page 108 for information on the Notify screen.

### Appointment entry fields

The New Appointment screen contains the following entry fields:

**Subject:** Enter the subject of the appointment.

**Location:** Enter the location where the appointment is to be held.

**Date:** Enter the date of the appointment. The default is today's date.

**Start Time:** Enter the beginning time of the appointment. The default is the current time, rounded to the nearest 15 minutes.

**End Time:** Enter the ending time of the appointment. The default is the current time, rounded to the nearest 15 minutes.

**Reminder:** Choose whether or not you want to be notified of the appointment. If you want a reminder, choose how early you wish to be notified of the appointment. The default is 15 minutes before the start time.

**Notes:** Enter any reference notes you want associated with this appointment.

## To view and edit appointment entries

If you are in Calendar view, you must switch to Agenda view before you can view or edit the details of an appointment.

1. In the Calendar screen, ensure that you are in Agenda view. Select the appointment that you want to view or edit. Click to view the menu. Scroll to and click **Open Appointment**.



2. The Edit Appointment screen appears with all the details of the appointment listed. Edit the information in the **Subject:** and **Location:** fields. Scroll to the **Date:**, **Start Time:**, **End Time:**, or **Reminder:** field. Click to view the menu, then click **Change Option**.



3. The following dialog box appears. Roll the trackwheel to change options. Click the trackwheel once you have changed the option's setting to your preference.





4. Click the trackwheel to view the menu, then select Save Appointment by clicking again.



You return to the Calendar screen.

### To view today's appointments

In the Calendar screen, you can view the appointments you have scheduled for the current date.

In the Calendar screen, click the trackwheel to view the menu. Scroll to and click Today.



You will move to today's date in the list of appointments.

**Note** If there are no appointments scheduled for that day, the day closest to today with appointments will appear.

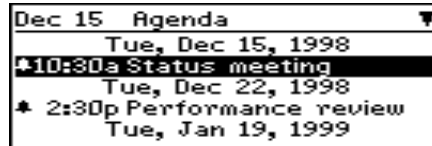
## To delete appointment entries

You can delete appointments from your Calendar after the appointment has passed.

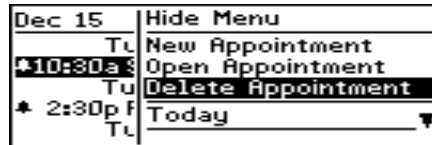
### To delete appointment entries

You can delete individual appointment entries in Agenda view.

1. In the Calendar screen, scroll to the appointment you want to delete.



2. Click the trackwheel to view the menu. Scroll to and click Delete Appointment.



3. The following dialog box appears, asking if you want to delete the appointment. Click Yes.

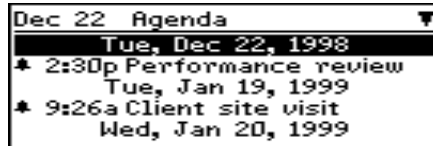


You return to the Calendar screen where the appointment is no longer in the list.

### To delete multiple appointment entries

You can delete more than one appointment at a time.

1. In Agenda view of the Calendar screen, scroll to a date field.



2. With the date field highlighted, click the trackwheel to view the menu. Scroll to and click `Delete Prior`.



3. The following dialog box appears. Click `Yes` to delete all appointments prior to that date.



You return to the Calendar screen and you can see that the appointments have been removed from the list.

---

**Note** If you want to delete multiple appointments in Calendar view, highlight a date with appointments and click to view the menu. Scroll to and click `Delete Appointments`. All appointments for the day will be deleted.

# 8

## Customizing your pager's options

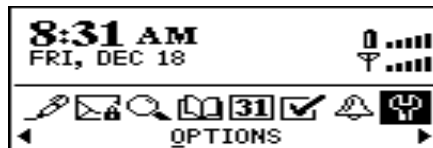
In Chapter 2, 'Getting started,' you found the procedure for setting message notification options. Now, learn how to make the most of the pager by customizing all of the options to suit your specific needs.

**Note** In the Device Options screen, return to the Home screen by scrolling to and clicking [Return to Home screen] at the top of the options list.

### Customizing pager options

You can customize any of the pager's options by following this general procedure:

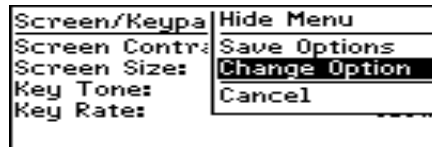
1. In the Home screen, scroll to and click the OPTIONS icon on the functions list.



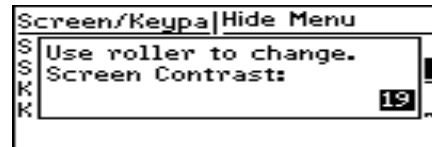
2. The Device Options screen appears. Scroll to the option you want to change and click the trackwheel.



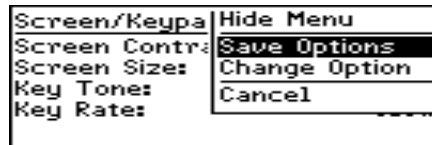
3. Scroll to the field you want to change and click to view the menu. Scroll to and click Change Option.



4. The following dialog box appears. Roll the trackwheel to change options. Click the trackwheel once you have changed the option's setting to your preference.



5. Click to view the menu, then scroll to and click Save Options.



You return to the Device Options screen.

## Pager options

The following pages list the pager's options and provide page references for further information.

### About

The About screen contains pager copyright information. You cannot change the information in this screen.



### Auto On/Off

Use the automatic on/off feature to maximize battery life and still maintain optimal, extended messaging performance.

**Note** Both **Weekday** and **Weekend** options have an **Enable/Disable** field. You must set this field to **Enable** in order for the pager to turn on and off automatically.

**Weekday On:** Enables you to set the pager to turn on automatically at a specific time throughout the week

**Weekday Off:** Enables you to set the pager to turn off automatically at a specific time throughout the week

**Weekend On:** Enables you to set the pager to turn on automatically at a specific time on the weekend

**Weekend Off:** Enables you to set the pager to turn off automatically at a specific time on the weekend

## AutoText

The AutoText screen contains a list of all current AutoText entries. You can add, edit, and delete entries as you wish. See page 48 for information on how to change AutoText entries.

## Date/Time

Set the date and time so that your messages contain the correct time stamp.

---

**Note** You can also automatically set the date and time by synchronizing your pager with your PC. See the RIM *Inter@ctive Pager 850* Desktop Manager online help for more information.

**Time Zone:** Select your time zone. The pager will automatically adjust the time depending on the time zone. The default is the Eastern (-5) time zone.

**Daylight Savings:** Select whether or not you want daylight savings to be adjusted automatically. By default, the pager is set to adjust for daylight savings (Support). The setting only needs to be set once. It should only be set to Ignore if you live in a state or province that does not recognize daylight savings. When this setting is set to Support, the pager will automatically adjust the time on the proper date.

**Time:** Set the current time.

**Format:** Select a 12 hour or 24 hour clock (the default is 12 HR).

**Date:** Set the current date.



---

**Note** The information that you input into the `Time`, `Format`, and `Date` fields will appear on the pager's Home screen and on the password security screen.

## Email Service

**Email service:** This setting is reserved for future development.

## Network Settings

**Roaming:** Choose the country you are in – either Canada or the United States. For Canadian subscribers, the default is `Canada`. For American subscribers, the default is `U.S.`

---

**Note** It is possible to get a RIM *Inter@ctive Pager 850* service that allows you to switch dynamically between both Canada and the United States. It is, however, more expensive for cross-border roaming. Talk to your RIM *Inter@ctive Pager 850* Service Representative for more information.

**Radio:** Turn the RIM *Inter@ctive Pager 850* Pager's radio on or off. In certain situations, such as travelling by plane, it is important to turn off the radio in your RIM *Inter@ctive Pager 850* Pager to prevent radio frequency interference. See page 19 for information on how to turn off your radio.

**status:** Find the status of the network. You cannot change this field. It is set to either `Pending` or `Active`, depending on what the `Roaming` field is set to.

---

**Note** You can re-register with the network in the Network Settings screen. Click to view the menu, scroll to and click `Register Now`.

## Notify

You can set the pager message notification to tone/vibrate, vibrate, tone, or none. See page 21 for information on how to set the notify options.

**In Holster:** Customize the way the pager notifies you of a new message while it is in the holster. Your options are `Tone`, `Vibrate`, `Vibrate+Tone`, or `None`. The default notification setting is `Vibrate+Tone`.

**Out of Holster:** Customize the way the pager notifies you of a new message when it is out of the holster. Your options are `Tone`, `Vibrate`, `Vibrate+Tone`, or `None`. The default notification setting is `Tone`.

**Tune:** Select 1 of 6 tunes which you want to be played to notify you of a new, received message. The default is set to `Tune 1`. The tunes will be played as you scroll through the options.

**Volume:** Select the volume of your notification tune. Choose from `Low`, `Medium`, `High`, `Escalating`, or `Off`.

---

**Note** Escalating volume indicates that the pager should start with quite notification and progress to louder notification.

**Number of Beeps:** Select the number of beeps the pager should make before notification stops. Choose from 1 to 5 beeps.

**Priority Only:** Select whether or not you want to be notified of all messages or only those with a high priority. Choose from either `Yes` or `No`.

---

**Note** Appointments are considered high priority. If you set this field to Yes, you will be notified of appointments with reminders even if you have turned off other notification.

## Owner

This information is shown on the password security screen. If no owner information is entered, default RIM *Inter@ctive Pager 850* information appears on the password security screen.

**Name:** Enter your name.

**Information:** Enter any extra information you want to be included on the pager.

## Screen/Keyboard

In the Screen/Keyboard screen you can change the LCD screen appearance by adjusting contrast levels, changing the number of lines displayed on the screen, and changing the key rate and tone.

**Screen Contrast:** Adjust the screen's contrast.

**Screen Size:** Set the number of lines you want visible on the screen. Your choices are either 6 or 8 lines. The default display is a 6 line display.

**Key Tone:** Set the key tone if you want the pager to emit a tone each time a key is pressed. By default, the key tone is set to OFF.

**Key Rate:** Set the speed (Slow, Fast, or Off) at which your cursor moves whenever the BACKSPACE, ENTER, or SPACE key is pressed and held. The default setting is Slow.

---

**Note** For all other keys, the Key Rate setting controls an auto capitalization feature. With Key Rate set to either Slow or Fast (i.e., Key Rate must be enabled), you can press and hold a key to capitalize it.

## Security

If you have enabled the password feature in the Security screen, you will have to enter it to access the pager after the password security screen appears. You will also need the password to re-access the Security screen. See page 31 for information on how to set your password.

**Password:** Choose whether or not you want to enable a password on the pager. The default is `Disabled`

**Security Timeout:** Set the duration of time (in minutes) that the pager is idle before the password security screen appears. The default setting is `2 min.`

## Status

The Status screen provides information about the pager and the network over which it operates. You cannot change the information that is displayed.

**Signal:** Indicates the strength of the pager's signal over the wireless network

**Battery:** Indicates the percentage of the remaining battery life

**Memory Free:** Indicates the amount, in bytes, of available RAM on the pager.

**File Free:** Indicates the amount, in bytes, of available flash file storage space that can be used to store messages, address entries, and AutoText entries.

**PIN:** This is the pager's address number. Other pager users can use this address number to send messages directly to you.

**ESN:** This is the pager's serial number.

**O/S:** Indicates the version of the Operating System

**Ribbon:** Indicates the version of the functions list on the Home screen

**UI:** Indicates the version of the User Interface

**AutoText:** Indicates the version of the AutoText feature

**Serial Db Access:** Indicates the version of the database

**Calendar:** Indicates the version of the Calendar feature

**Crypto SK:** Indicates what version of the encryption key is active

**Message List:** Indicates the version of the Messages function

**Address Book:** Indicates the version of the Address Book function

## Connecting to your PC

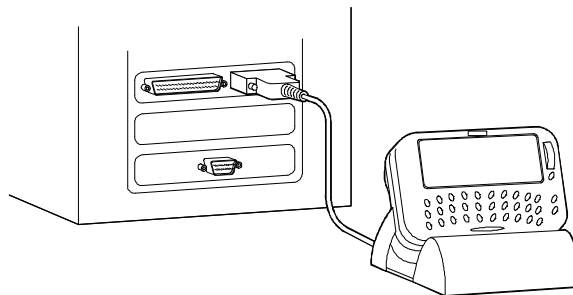
You can connect the pager to your PC to backup and restore data, synchronize applications, and reconcile email. Connecting the pager to a computer for transferring data requires the cradle and the RIM *Inter@ctive Pager 850* Desktop Software. These items are included in your RIM *Inter@ctive Pager 850* package.

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**Note** When connecting the pager to the PC use only the cradle provided by Research In Motion Limited.

## To connect the pager to your PC

1. Ensure that you have properly installed the RIM *Inter@ctive Pager 850* Desktop Software. Please refer to the RIM *Inter@ctive Pager 850* Desktop Software Installation & Getting Started Guide for more information on the installation procedure.
2. Insert the end of the cradle cable into a COM port on the back of your PC computer. (If you do not know the number of the COM port that the cradle is plugged into, the RIM *Inter@ctive Pager 850* Desktop Manager can detect it for you. See the RIM *Inter@ctive Pager 850* Desktop Manager online help for more information.)
3. Insert the pager into the cradle. It should fit flush with the bottom of the cradle, and the tab on the cradle should hold the pager in place.



**Connecting the Cradle to the PC**

4. Refer to the RIM *Inter@ctive Pager 850* Desktop Software Installation & Getting Started Guide or the RIM *Inter@ctive*

*Pager 850 Desktop Manager* and online help for more information on all the capabilities of the software.

---

**Note** If the password is enabled, you must enter it before you can connect to the desktop. See page 30 for more information on the password.

Information on the desktop and on the pager can be reconciled and synchronized. For example, if you mark a task as complete on the pager and you put it in the cradle and synchronize your data, the task is marked as complete on your desktop. Similarly, if you add a new appointment to your desktop calendar and synchronize, the new appointment will be added to the pager's calendar.





# 9

## Frequently asked questions

This chapter includes answers to some common questions about the RIM *Inter@ctive Pager 850 Pager*.

### Alarm

**Why is my alarm not sounding when I've set the time?**

- Ensure that you have enabled the alarm by setting the `Alarm On/Off` field to 'On.' See page 23 for information on setting this field. When the alarm is set, a bell icon appears on the Home screen.

### Battery

**What should I do when I see the message "Battery too low for pager usage"?**

- Replace the AA alkaline battery with a fresh battery. See page 15 for information on inserting the battery.

**Why is my battery running down quickly?**

There are several reasons your battery may run down quickly. Following these suggestions will help you get the most out of your battery.

- Use the vibrator notification option because it requires less power than the beeper. See page 21 for information on the notification options of the pager.
- Avoid using the pager for long messages. The reply with text feature also makes your messages longer, draining the battery faster.
- Avoid using the backlighting feature because it requires a lot of power.
- Turn off your pager's radio when you are not reading mail or when receiving your mail is not urgent. This can save a large amount of the battery's power.
- If you are sending the same message to more than one person, use multiple recipients in one message rather than transmitting the same message more than once. See page 37 for information on composing a message to multiple recipients.

**What should I do if my pager does not turn on?**

- Make sure the AA battery is properly installed or try inserting a new battery. You may have to wait for the AA battery to charge the internal battery. See page 15 for information on inserting the battery.
- If the battery has been low for some time or you suspect that the battery could be low, keep the old AA battery in for 6 to 8 hours before trying to turn on the pager. Then replace the AA battery again and normal operation should be possible.
- If the pager does not turn on after replacing the battery, reset the pager. See page 120 for information on resetting the pager.

## Home screen

### How can I return to the Home screen?

The screen that displays the functions list and the date and time is called the Home screen.

- Press the `BACKSPACE` key repeatedly until you return to the Home screen. See page 127 for more information on other shortcuts. (This shortcut applies for all screens except for the `To:` screen when you are composing a message. You cannot use the `BACKSPACE` key to escape from this screen.)
- Select `Close` from an application's menu or, in the Device Options screen, scroll to and click `[Return to Home screen]`.

## LCD screen

### What can I do if my LCD screen seems faint?

- Check the contrast under the Device Options screen. See page 103 for information on how to set options.
- Activate backlighting by pressing the `ALT` key 3 times. See page 11 for information on the pager's backlighting.

### The backlighting on my display screen keeps disappearing.

- The LCD backlighting will turn off after 10 seconds if you have not pressed a key or the trackwheel.

## Messages

### Why did I have two messages in my Inbox before I turned on the radio?

- These two messages were Welcome messages to help you learn how to use the RIM *Inter@ctive Pager 850* pager for the first time.

### **Why are my messages not being sent out?**

You can tell that messages have not been sent because they have a clock icon beside them.

- Check that the pager's radio modem has been turned on, and that you are within range of network coverage. See page 17 for information on how to turn on the radio.
- Check the Network Settings screen to ensure that your pager has been activated on the network. If the *Status:* field in this screen is *Pending*, call 1-877-BLK-BERRY to have your pager activated.
- You can manually attempt another transmission of your message by resending it. As long as there is a clock icon beside the message when you resend it, another attempt is made to transmit the original message. A copy is not sent. See page 74 for more information on how to resend messages.

### **Why am I not receiving all my messages?**

- **Is your pager in the cradle connected to your PC?** If the pager is in the cradle and you selected the option not to forward messages when the pager is in the cradle, you will not receive any messages on your pager. Take the pager out of the cradle to find out if the messages are forwarding properly.

### **What should I do if a message is returned?**

You can tell that messages have been returned because they have an 'x' beside them.

- Open the message and scroll to the top. The `Message Status` field indicates why the message was returned. Follow the instructions included there.

**I am not being notified when new messages arrive, even though I have set the beeper to notify me.**

- Ensure that the volume setting of the notification options is set to either `Low`, `Medium`, `High`, or `Escalating`, rather than `Off`. With the volume set to off, the beeper will not sound when new messages arrive.
- Ensure that the `Priority Only` setting in your notification options is not set to `Yes`. With this field enabled, you will only be notified of high priority messages, rather than all messages. See page 108 for more information on the notification options.

## Punctuation

**Where can I find the period (.) and other punctuation marks on my keyboard?**

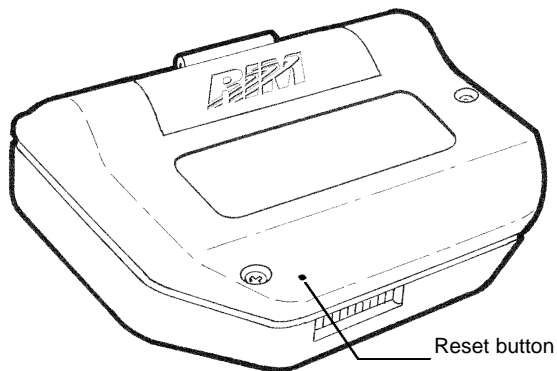
- The quickest way to type a period (.) is to press the `SPACE` key twice at the end of a sentence. The next letter is automatically capitalized.
- Pressing the `ALT` key and an associated primary key allows you to access the most commonly used punctuation marks. You will see the punctuation mark printed in orange above the primary key on the keyboard. See page 7 for information on the `ALT` key and other key functions.

- Other punctuation marks are included in the Symbols library which is accessed by pressing ALT + SPACE. See page 52 for information on how to insert a symbol.
- You can also insert international characters into your messages. Roll the trackwheel as you press and hold a letter with associated international characters to scroll through the available characters. Release the letter once you find the one you want.

## Resetting the pager

On rare occasions, the pager may report an internal pager error message, instructing you to press 'R' to reset. Doing so will return the pager to normal operation after a few minutes. Try sending yourself a message and check that all the information has been properly restored in the Status screen.

There is also a tiny hole located on the back of the pager, below the bottom label. You can access it to reset the pager. Normally, you will not need to access this button. However, if the pager 'locks up' (no longer responds when you press keys or use the trackwheel) you may choose to use this method to reset the pager. A fine-tipped instrument, such as a paper clip, can be inserted into this hole to press the reset button, restarting and restoring the pager to normal operation.



**Note** You can also reset the pager by simultaneously pressing the ALT + SHIFT + BACKSPACE keys.

Messages and other information stored on the pager will not be lost. If you were in the process of composing a message, however, the message will be lost.

Resetting your pager will not lose the connection with your PC. After you reset your pager, synchronize with the RIM *Inter@ctive Pager 850* Desktop Manager to ensure that all information has been restored. See the RIM *Inter@ctive Pager 850* Desktop Manager online help for more information.





# 10

## Specifications

### Mechanical Properties

Weight:	4.1oz (115g) (without AA battery)
Size (LXWXH):	3.5"X2.5"X0.89" landscape, (0.94 at battery compartment)
Memory:	2 MByte Flash memory 304 kBytes RAM

### Cradle Properties

Weight:	6.7 oz (191g) (cradle and cord) 1.5 oz (42 g) (adaptor)
Size (LXWXH):	2.9"X2.6"X1.4"

### Display and control features

Display:	Full graphic LCD with backlight, 132 x 65 pixels, and 8 line by ~25 character text/graphics display
Controls:	Trackwheel for scrolling and selecting menus; 31-key QWERTY-style keyboard

Message Notification:	Audible beeper and mechanical vibrator, user-configurable alert options
Other features:	Real-time clock; audible alarm; AutoText and address book updates
Ports:	RS-232 compatible serial port at operating speeds up to 115 200 baud <ul style="list-style-type: none"><li>• Input voltage from 5V p-p to +/- 30 V</li><li>• maximum data rate 115 200 baud</li><li>• port impedance 5k<math>\Omega</math> nominal input, 300<math>\Omega</math> minimum impedance output</li></ul>

## Power

Battery:	One AA cell, either single-use alkaline ore rechargeable NiMH
Power Supply:	Internal, rechargeable Lithium Ion cell

## Temperature

Operating:	-10°C to +60°C
Storage:	-40°C to +70°C
Relative Humidity:	5-95% Non-condensing

## Radio specifications

Network	800 MHZ DATATAC NETWORKS
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### Support

Air Protocol Support	MDC4800 v3.2/3.3, RD-LAP v3.2/3.3
Interface Protocols:	NCL (Native Control Language) RAP (RIM's Radio Access Protocol).

### Frequency

Transmitting:	806 to 825 MHz
Receiving:	851 to 870 MHz

### Regulatory compliance

Complies with:	FCC part 15, 90 - PENDING Industry Canada RSS 119 - PENDING
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# 11

## Advanced user's tips

This chapter is intended for advanced users. It contains several tips and shortcuts you can use on the pager to increase the speed and efficiency of using your pager.

### Tips for navigating

#### General tips

If you want to:	press/type:
Go to the top message, task, or appointment in a list	T
Go to the bottom message, task, or appointment in a list	B
Go to an item in an options list, menu, or choice list	the first letter of the item
Scroll horizontally in any field where you can enter or view text.	ALT + TRACKWHEEL
Page up in an open message	ALT + ENTER
Page down in an open message	ENTER

<b>If you want to:</b>	<b>press/type:</b>
Scroll a screen at a time in the Messages, Address Book, Calendar, or Tasks screens	ALT + TRACKWHEEL
Find a specific contact in the Address Book or To: screens	the first letters of the name or the initials separated by a space
Exit a menu, dialog, or list screen	BACKSPACE key
Create a new message, appointment, or task in the Messages, Saved Messages, Calendar, or Tasks functions	C
Activate the LCD backlighting	ALT key three times

## **Message tips**

<b>If you want to:</b>	<b>press:</b>
Return to the last cursor position if you choose to close a message before you've finished reading	G
Go to the next message in the list	N
Go to the previous message in the list	P
Go to the next unread message in the list	U
Go to the list of saved messages while in the Home screen or Messages screen	V

If you want to:	press:
Go to the list of messages while in the Home screen or Saved Messages screen	M
Start a search for a message in the Messages and Saved Messages screens	S

### Tasks and Calendar tips

If you want to:	press:
Mark an in progress task as completed or a completed task as in progress	M
Switch between calendar and agenda view in the Calendar screen	S
Go to Today in calendar view of the Calendar screen	T
Go to the next day or month in the Calendar screen	N
Go to the previous day in the Calendar screen	P

## Tips for selecting

### General tips

If you want to:	press/type:
Change options in any screen within the Options function	SPACE  ALT while rolling the trackwheel  the first letters/numbers of your selection
Select Yes in a pop-up dialog box	Y
Select No in a pop-up dialog box	N
Select Cancel in a pop-up dialog box	C  BACKSPACE
Open the highlighted item in any list or menu	ENTER

## Tips for editing

### General tips

If you want to:	press/type:
Delete the highlighted character, message, address, appointment, or autotext entry	ALT + BACKSPACE



<b>If you want to:</b>	<b>press/type:</b>
Turn on caps lock mode in any screen where you can enter text	ALT + SHIFT
Turn off caps lock mode in any screen where you can enter text	SHIFT
Capitalize a letter (with Key Rate enabled)	hold the letter
Insert international characters	hold the appropriate character and roll the trackwheel
Insert a period and capitalize the next letter	SPACE twice
Open the Select Symbol screen	ALT + SPACE
Insert a symbol	scroll to the symbol and click  press the associated letter below the symbol you need

## Address Book and Messages tips

<b>If you want to:</b>	<b>press/type:</b>
Delete all messages prior to and including the highlighted date	ALT + BACKSPACE with a date field highlighted
Insert the "@" and "." characters in an Email field	SPACE

## Calendar tips

If you want to:	press/type:
Delete all appointments prior to the highlighted date	ALT + BACKSPACE with a date field highlighted in agenda view
Insert numbers in Phone and Fax fields without using the ALT key	the associated key on the keyboard while in the field

## AutoText tips

Use these special AutoText entries to enter common phrases and punctuation marks.

If you want to:	type:
Enter an open angle bracket	br + SPACE
Enter the current date	ld + SPACE
Enter the current time	lt + SPACE
Enter a close angle bracket	rb + SPACE

While entering a new AutoText entry, you can use a macro to represent the text you want to insert or the action to perform. You can enter one of the following macros: short date, long date, short time, long time, backspace, delete, or % character.

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Research In Motion Limited ("RIM"), the manufacturer and provider of the RIM *Inter@ctive Pager 850*<sup>TM</sup> Solution, comprising the RIM *Inter@ctive Pager 850* Pager, which together with the RIM *Inter@ctive Pager 850* Cradle and Holster comprise the RIM *Inter@ctive Pager 850* Hardware, the RIM *Inter@ctive Pager 850* Desktop Software, and the associated wireless data service and documentation, warrants to YOU, the end-user ("YOU"), that the RIM *Inter@ctive Pager 850* Hardware will be free from defects in workmanship and materials for a period that is the shorter of (i) one (1) year from the date that the RIM *Inter@ctive Pager 850* Hardware was first purchased by YOU as an original end-user and (ii) the period ending upon your breach of the End-User's Agreement entered into when YOU ordered the RIM *Inter@ctive Pager 850* Solution (the "Purchase Warranty Period"). If YOU obtain the RIM *Inter@ctive Pager 850* Hardware through a rental or lease program, or any other non-purchase program, the warranty period (the "Rental Warranty Period") shall be for as long as YOU continue to pay any required rental or lease fees. In no event, however, shall the Rental Warranty Period exceed three years. Continued repair or replacement after the expiration of a Rental Warranty Period shall be at the sole discretion of RIM, and the continuance of a program of repair and replacement after the expiration of the Rental Warranty Period shall not constitute a waiver of RIM's right to terminate this Limited Warranty or to declare that the Limited Warranty is no long in effect. The Purchase Warranty Period and the Rental Warranty Period shall be hereinafter referred to as the Applicable Warranty Period, meaning one or the other of the Purchase Warranty Period or the Rental Warranty Period, as the context may require. This Limited Warranty is not transferable. During the Applicable Warranty Period, the RIM *Inter@ctive Pager 850* Hardware, or one or more of the RIM *Inter@ctive Pager 850* Hardware components, will be repaired or replaced at RIM's option, without charge for either parts or labor. If the RIM *Inter@ctive Pager 850* Hardware (or component thereof) is repaired or replaced during the Applicable Warranty Period, the Applicable Warranty Period will

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