User Manual

L45C

Body-worn Operation

This device was tested for typical body-worn operations with the back of the phone kept 0.79 inches (2cm) from the body. To comply with FCC RF exposure requirements, a minimum separation distance of 0.79 inches (2cm) must be maintained between the user's body and the back of the phone, including the antenna, whether extended or retracted. Third-party belt-clips, holsters and similar accessories containing metallic components should not be used. Body-worn accessories that cannot maintain 0.79 inch (2cm) separation distance between the user's body and the back of the phone, and have not been tested for typical body-worn operations may not comply with FCC RF exposure limits and should be avoided.

FCC Part 15.19 statement

This device and its accessories comply with part 15 of FCC rules. Operation is subject to the following two conditions: (1) This device and its accessories may not cause harmful interference, and (2) this device and its accessories must accept any interference received, including interference that cause undesired operation.

FCC Part 15.21 statement

Changes or Modifications that are not expressly approved by the manufacturer could void the user's authority to operate the equipment.
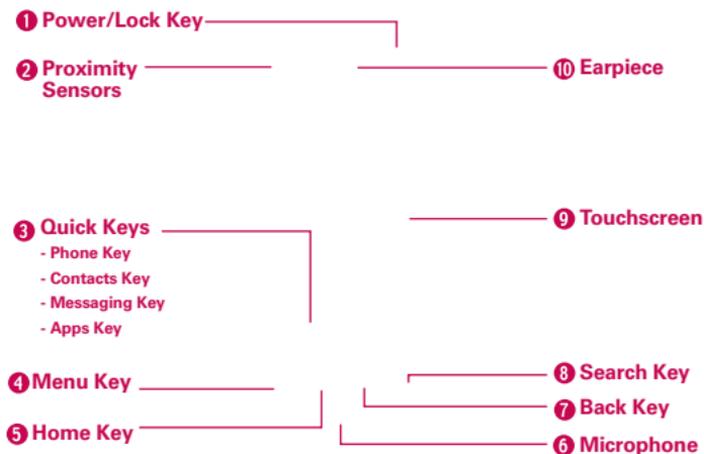
FCC Part 15.105 statement

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 instructions, may cause harmful interference to radio communications.   However, there is no guarantee that interference will not occur in a particular installation.   If this equipment does cause harmful interference 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.

L45C doesn't support WiFi hotspot capability.

Phone Overview

Front View

① **Power/Lock Key**
② **Proximity Sensors**
⑩ **Earpiece**

③ **Quick Keys**
- **Phone Key**
- **Contacts Key**
- **Messaging Key**
- **Apps Key**

⑨ **Touchscreen**

④ **Menu Key**
⑤ **Home Key**

⑧ **Search Key**
⑦ **Back Key**
⑥ **Microphone**

NOTES
- All screen shots in this guide are simulated. Actual displays may vary.
- Instructions to perform tasks in this guide are based on the default phone settings and may change depending on the software version on your phone.

1. **Power/Lock Key** Locks the screen with a single press. Press and hold to open the phone options menu for the following options: Silent mode, Airplane mode, and Power off.

2. **Proximity Sensors** Senses proximity toward other objects (such as your head) so that touch commands are not accidentally activated during a call.

NOTES
- Do not block the sensor or near sensor to avoid problems with the touch operations.
- The use of a film cover produced by manufacturers other than LG can cause a disturbance in touch operation, the display, etc.
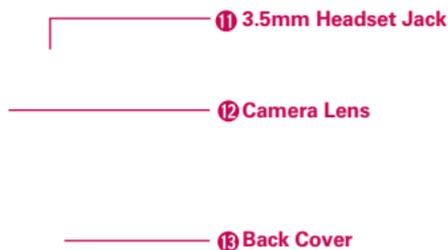
3. **Quick Keys**
- **Phone Key** Opens the **Phone** application for access to the dialpad, Call log, Contacts, and Groups.
- **Contacts Key** Opens the **Contacts** application.
- **Messaging Key** Opens the **Messaging** application.
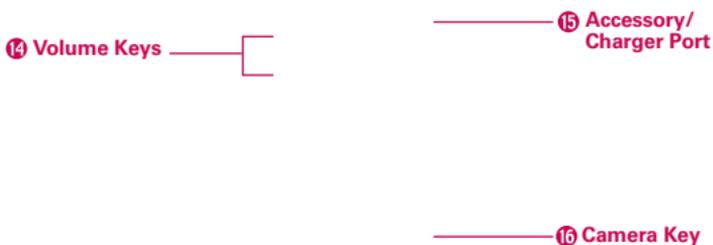- **Apps Key** Opens the Apps screen, where you can view all your installed applications.

4. Menu Key Opens an Options menu such as add, wallpaper, search, notification, and settings that would affect the device's screen or applications.

5. Home Key Returns to the Home screen. If you're already viewing one of the Home screen extension panes, it navigates you to the central Home screen pane. Press and hold to view the most recently used applications.

6. Microphone Transmits your voice to the other caller and for Voice-activated functions.

7. Back Key Returns to the previous screen. Also closes pop-up display items, menus, dialog boxes, and onscreen keyboard.

8. Search Key Opens the Quick Search Box^{TM} from the Home screen to search the phone and the web.

9. Touchscreen Displays all the information needed to operate your phone, such as applications, call status, date, time, signal status, and battery strength.

10. Earpiece Lets you hear callers and automated prompts.

Rear View

⓫ 3.5mm Headset Jack

⓬ Camera Lens

⓭ Back Cover

11. **3.5mm Headset Jack** Allows you to plug in an optional headset for convenient, hands-free conversations. You can also plug in headphones to listen to music.

12. **Camera Lens** Use for taking pictures and recording videos. Keep clean for optimal performance.

13. **Back Cover** Encloses the battery compartment.

Side View

⑭ **Volume Keys**

⑮ **Accessory/ Charger Port**

⑯ **Camera Key**

14. **Volume Keys** Allow you to adjust the ringer, media volumes, or the in-call volume during a call.

15. **Accessory/Charger Port** Allows you to connect the phone charger, USB cable, or other compatible accessories.

16. **Camera Key** Use for quick access to the Camera function.

Installing the Battery and microSD Card

NOTE It is important to fully charge the battery before initial use of the phone.

Installing the battery

The phone comes with a rechargeable battery. Keep the battery charged while not in use in order to maximize talk, use, and standby time. The battery charge level is shown at the top right corner of the screen.

1 Use the fingertip cutout at the bottom of the phone to remove the battery cover.

2 Align the battery contacts with the terminals in the battery compartment.

3 Push the battery down until it clicks into place.

4 Place the battery cover over the battery compartment, then press it downward until it clicks into place.

Removing the battery

Turn the power off. Remove the battery cover (as demonstrated in the previous instructions). Then flip the phone to its normal position and use the fingertip cutout at the top center of the battery compartment to lift the battery out.

Inserting a microSD card

Turn the power off. Remove the battery cover (as demonstrated in the previous instructions). Locate the microSD card slot at the left edge of the phone (microSD is inscribed near the slot opening). Position the microSD card with the label side facing up and slide it into place until it is fully inserted and locked in place.

> **NOTE** The microSD card can be easily damaged by improper operation. Please be careful when inserting, removing or handling it.

To remove the microSD card

Turn the power off. Remove the battery cover. Locate the microSD card slot at the left edge of the phone. Gently push the exposed edge of the microSD card to release it. Then gently pull it out to remove it.

> **NOTE** A microSD card is pre-installed in the device.

To unmount the microSD card

It is important to unmount the card to avoid damage to the card or data saved on the card.

1. Touch the **Apps Key** ▦.
2. Touch **Settings** ⚙ > **Storage**.
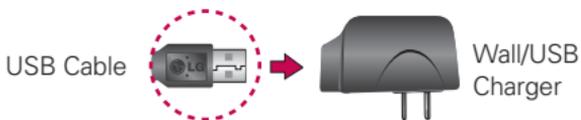3. Touch **Unmount SD card**.

Charging the Phone

Your AS680 comes with a wall/USB charger and a USB cable which connect together to charge your phone. To charge your phone:

> **NOTICE**
> Please use only an approved charging accessory to charge your LG phone.
> Improper handling of the Accessory/Charger Port, as well as the use of an incompatible charger, may cause damage to your phone and void the warranty.

1. Connect the USB cable into the wall/USB charger. When connecting, as shown below, the LG logo on the USB cable should face toward you.

USB Cable Wall/USB Charger

2. Plug the USB cable (as shown below) into the phone's Accessory/ Charger Port.

Charging with USB

NOTE

Make sure the 'B' side is facing toward you when inserting the USB cable into the phone.

You can use your computer to charge your phone. To be able to charge with the USB cable, you need to have the necessary USB drivers installed on your PC first. Connect one end of the USB cable to the Accessory/Charger Port on your phone and connect the other end to a USB port on your PC. It is best to use the rear USB port when connecting to a desktop PC. The USB hub should be powered by an external power source.

Optimizing Battery Life

You can extend your battery's life between charges by turning off features that run in the background. You can also monitor how applications and system resources consume battery power.

Tips to extend the life of your battery

‣ Turn off radio communications that you aren't using. If you aren't using Wi-Fi, Bluetooth, or GPS, use the Settings menu to turn them off (Note that the GPS receiver is only turned on when you're using an application that makes use of it).

‣ Turn down screen brightness and set a shorter screen timeout.

‣ Turn off automatic syncing for Gmail, Calendar, Contacts, and other applications if you don't need it.

‣ Use the Power Control widget to control the wireless connections, GPS connection, Bluetooth power, display brightness, and syncing activity.

To check the battery charge level

‣ Touch the **Apps Key** 🎛 > **Settings** ⚙ > **About phone** > **Status**. The battery status (Charging or Discharging) and level (as a percentage of fully charged) will be displayed at the top of the screen.

To monitor and control what uses the battery

The Battery use screen allows you to see which applications are consuming the most battery power. Information on this screen allows you to identify downloaded applications you may want to turn off when not being used, so you can get the most out of your battery power.

‣ Touch the **Apps Key** 🎛 > **Settings** ⚙ > **About phone** > **Battery use**. The screen will display battery usage time. Either how long since last connected to a power source, if connected to a power source, and how long you were last running on battery power. The list of applications or services using battery power are displayed in order of energy used, from greatest amount to least.

▶ Touch an application in the Battery use screen to see the details about its power consumption.
Different applications offer different kinds of information, and they may even include options to modify the settings so you can reduce power consumption by that application.

Setup Wizard

The first time you turn on your phone, the Setup Wizard guides you through signing in to your Google Account. If you don't have one, don't worry, the Setup Wizard will help you create one.

> **NOTE** This phone supports several applications and services. It is recommended that you purchase a data plan that meets your needs. Contact your service provider for details.

1. Press and hold the **Power/Lock Key** on the top edge of your phone to turn it on.

2. Select a language and touch **Next**.

3. Follow the Setup Wizard to configure your phone set up including creating or logging in to your Gmail Account.

> **NOTE** If you have an existing Google Account, your contacts from that account are synced to your phone.

Turning the Phone On and Off

Turning the phone on

▸ Press and hold the **Power/Lock Key** for a couple of seconds until the screen turns on.

Turning the phone off

1. Press and hold the **Power/Lock Key** until the pop-up menu appears.

2. Touch **Power off** in the pop-up menu.

3. Touch **OK** to confirm that you want to turn off the phone.

To unlock the phone

If you don't use the phone for a while, the screen and backlight will shut off to conserve battery power. To unlock the phone:

1. Press the **Power/Lock Key**.
   Your Lock Screen will appear.

2. Slide the screen up to unlock.
   The last screen you were working on opens.

   > **NOTE** The default Lock Screen simply locks the screen to prevent unintentional actions. For more security to guard against unauthorized use, you can set a pattern, PIN, or password that will need to be entered after you slide the screen up to unlock.

To turn the phone sounds off

If you're in a place where your phone sounds may disturb others, you can quickly silence your phone from the Home screen.

1. Press the **Power/Lock Key**, then unlock the screen.

2. Press and hold the **Power/Lock Key**, then touch **Silent mode**.

   OR

   Press the down **Volume Key** on the side of the phone until all sounds are turned off or vibration is set.

   > **NOTE** The Vibration setting in the Sound menu affects this mode. If the Vibration setting is set to **Only when not in Silent mode** (or **Never**), then the down **Volume Key** turns all sounds off. If the Vibration setting is set to **Only in Silent mode** (or **Always**), the down **Volume Key** will set the phone to vibrate.

Setting Up Your Device

When you turn on your wireless device for the first time, you have the option to quickly set up various accounts. Simply follow the on-screen instructions to complete the initial setup of your wireless device.

To set up your device, follow the steps below:

1. Select your language and touch Next.

2. Select whether to Skip or Start the Backup Assistant application.

3. Select whether to Skip or Start the Google Account setup. With a Google Account, Google applications are automatically synced between your phone and computer regardless of where you make an update.

4. Select any email accounts you wish to set up.

5. Read the Location Consent and touch Next.

6. Select the Location settings (Wireless networks/ GPS satellites) and touch Next.

7. Touch the Done button to start using the phone.

Setting up your Google Account

1. At the setup screen, touch **Create** or **Sign in**.

2. Enter your username and password and any other necessary information if creating an account.

   NOTE Press the **Back Key** to close the keyboard.

3. Touch **Sign in**.

   Now your Gmail, Google Contacts, and Google Calendar events will all be loaded to your phone automatically.

   You can use the area below to record your Google Account information for future reference.

   Username:_____@gmail.com

   Password:_____

Your Google Account

You must sign into a Google Account to use Gmail, Google Talk, Google Calendar, and other Google Apps; to download applications from Android Market; to back up your settings to Google servers; and to take advantage of other Google services on your phone.

   IMPORTANT

   ● If you want to restore your settings to this phone, from another phone that was running Android release 2.0 or later, you must sign into your Google Account now, during setup. If you wait until after setup is complete, your settings are not restored.

   ● If you don't have a Google Account, you're prompted to create one.

   ● If you have an enterprise account through your company or other organization, your IT department may have special instructions on how to sign into that account.

   ● When you sign in, your contacts, Gmail messages, Calendar events, and other information from these applications and services on the web are synchronized with your phone.

   ● If you don't sign into a Google Account during setup, you are prompted to sign in or to create a Google Account the first time you start an application that requires one, such as Gmail or Android Market.

   ● When you sign in, you're prompted to enter your username and password, using the on-screen keyboard.

Viewing the Display Screen

The Status Bar appears at the top of the screen. It displays icons indicating that you've received notifications (on the left) and icons indicating the device's status (on the right), along with the current time.

Notification icons   Status icons

If you have more notifications than can fit in the Status Bar, a plus icon ✚ prompts you to open the Notifications panel to view them all.

The following icons indicate the status of your phone.

	Status Bar – Service Icons
.ıll	**Signal Strength** – Shows your current signal strength. (More bars = stronger signal.)
⅗ıll	**No Service** – Your phone cannot find a usable signal.
₃ɢ	**3G Connected** – Indicates that 3G data service is available.
₃ɢ	**3G In Use** – Indicates that 3G data service is incuse.
₁ₓ	**1x Data Connected** – Indicates that 1x data service is available.
₁ₓ	**1x Data Service In Use** – Indicates that 1x data service is in use.
✳	**Bluetooth On** – Indicates that Bluetooth is on.
❉	**Bluetooth Connected** – Indicates that the phone is connected to a Bluetooth device.
○	**GPS On** – Indicates that GPS is on.
◉	**GPS Communicating** – Indicates that the device is receiving location data from GPS.
△	**Roaming** – Your phone is "roaming" off the Nationwide Sprint Network.
⅗ıll	**Airplane Mode** – Indicates that the device is in Airplane Mode.

Status Bar – Status Icons	
🔊	**Speakerphone On** – Indicates that Speakerphone is on.
▯	**No microSD** – Indicates that no microSD card is installed.
◌	**Vibrate Mode** – Indicates that the ringer volume is set to vibrate and any sounds are silenced.
🔇	**Ringer Silenced** – Indicates that all sounds are turned off.
🎤	**Muted** – Indicates that phone microphone is muted.
▯	**Very Low Battery** – Indicates that battery is very low.
▯	**Low Battery** – Indicates that battery is low.
▮	**Battery Drained (40%)** – Indicates that battery is partially drained.

Status Bar – Status Icons	
▮	**Battery Full** – Shows your current battery charge level. (Icon shown is fully charged.)
▮	**Battery Charging** – Indicates that battery is charging.
▯	**Unknown Battery** – Indicates that an unknown battery is inserted.
⏰	**Alarm Clock** – Alarm is set.

Status Bar – Status Icons	
✉	**New Gmail Message** – Indicates a new Gmail message.
	New Text or Multimedia Message – Indicates you have received a new text or multimedia message.
✉	**New Email** – Indicates a new Email message.
	Problem With Text Or Multimedia Message Delivery – Indicates a text or multimedia message is undeliverable.
💬	**New Google Talk Message** – Indicates you have received a new Google Talk message.
∞	**New Voicemail** – Indicates you have received a new voicemail message.
↻	**Data Is Syncing** – Application sync is active and synchronization is in progress for Gmail, Calendar, and Contacts.
⚠	**Problem With Sign-In Or Sync** – There has been an issue with your connection to the Google server, or you were not properly signed into your account. In order to use Google application or sync features, you must set up and sign into an active Google account.
💿	**Full microSD Card** – Indicates that microSD card is full.
📶	**An Open Wi-Fi Network Available** – Indicates that an open Wi-Fi network is available.
⇅	**USB Connected** – The device has detected an active USB connection.
🤖	**USB Debugging Connected** – The device has detected an active USB connection and is in a USB Debugging mode.
⊞	**More Notifications Not Displayed** – Indicates that there are more notifications which are not displayed in the status bar.
📞	**Call In Progress** – Indicates that a call is in progress.

	Call In Progress Using Bluetooth Headset –Indicates that a call is in progress using the Bluetooth headset.
	Call Being Forwarded – Indicates that a call is being forwarded.
	Call On Hold – Indicates that a call is on hold.
	Missed Call – Indicates that you have missed calls.
	Uploading Data – Indicates that your device is uploading data.
	Downloading Data – Indicates that your device is downloading data.
	Download Finished – Indicates that a download is complete.
	Connected To VPN – Indicates that the device is connected to a Virtual Private Network.
	Disconnected From VPN – Indicates that the device is disconnected from the Virtual Private Network.
	Song Is Playing – Indicates that a song is playing.
	Lock Screen – Indicates that screen is locked.
	Carrier data use threshold approaching or exceeded.
	TTY – Indicates that your phone is operating in TTY mode.
	Tethering Active - Indicates that USB tethering is active.

Getting to Know the Home Screen

The Home screen is your starting point to access all the features on your phone. It displays application shortcuts, icons, widgets, and other features.

Status Bar
Shows device status information, including the time, signal strength, battery status, and notification icons.

Application Icon
Touch an icon (application, folder, etc.) to open the application and use it.

Quick Keys
Touch a Quick Key for easy, one-touch access to the phone functions used most often.

Apps Key
Touch to open the Apps screen to view all of your installed applications.

Quick Keys

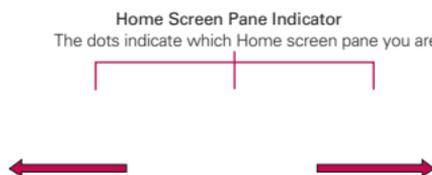The Quick Keys are located at the bottom of the Home screen and Apps screen.

  : Opens the **Phone** application which displays the dialpad so you can dial an unsaved number. It also provides additional tabs to access the Call log, Contacts, and your Groups.

  : Opens your Contacts list. You can also access the Phone application, Call log, and your Groups by touching the tabs across the top of the screen.

  : Opens the **Messaging** application.

  : Opens the Apps screen and displays applications.

To return to the Home screen

  ▸ Press the **Home Key**   at any time, from any application.

To view other Home screen panes

  ▸ Slide your finger left or right across the Home screen. The Home screen spans seven screen widths, allowing more space for icons, widgets, shortcuts, and other items.

Home Screen Pane Indicator
The dots indicate which Home screen pane you are viewing.

Touchscreen

Your touchscreen provides an excellent way to interact with and use your Android phone. With the touch of your finger, you can download and use available applications, make menu selections, and access data saved to your phone.

The following terms are used for describing the different available actions using the touchscreen:

Touch A single finger touch selects items. For example, touch an icon (e.g., application or menu item), touch words (e.g., menu selection or to answer on-screen question), or touch letters and numbers to type.

Touch and hold Touch and hold an item on the screen by touching it and not lifting your finger until an action occurs. For example, to open a pop-up menu for customizing the Home screen, touch an empty area on the Home screen until the pop-up menu appears.
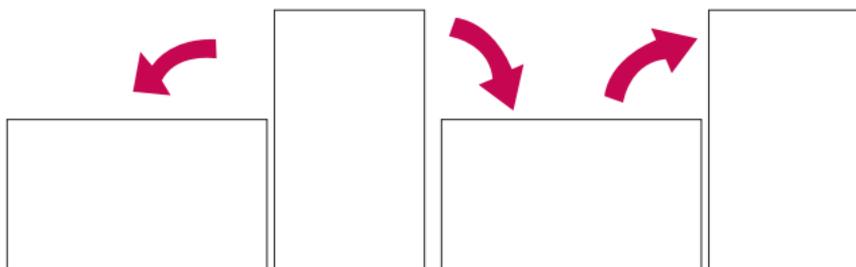
Drag Touch and hold an item for a moment and then, without lifting your finger, move your finger on the screen until you reach the target position. You can drag items on the Home screen to reposition them.

Swipe or slide Quickly move your finger across the surface of the screen, without pausing when you first touch it (so you don't drag an item instead). For example, you can slide (move) the screen up or down to scroll a list, or browse through the different Home screens by swiping from left to right (and vice versa).

Double-tap Double-tap to zoom a web page or a map. For example, quickly double-tap a section of a web page to zoom that section to fit the width of the screen. You can also double-tap to control the zoom in Maps and in other applications.

Pinch-to-Zoom Use your index finger and thumb in a pinch or spread motion to zoom in or out when using the browser, a map, or pictures. This motion can also be used to expand or compress the Apps screen items.

Rotate the screen From many applications, the orientation of the screen rotates with the phone as you turn it from upright to sideways and back again.
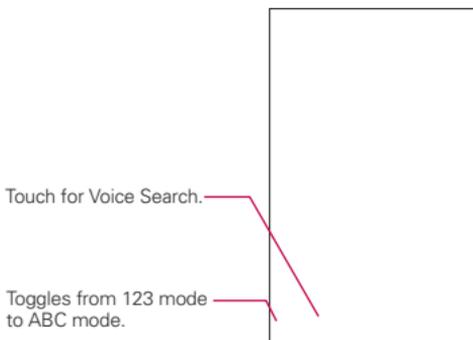
Rotate the phone sideways for landscape orientation.

Rotate the phone upright for portrait orientation.

Text Input Methods

On-screen Keyboard

You can easily enter text using the on-screen keyboard. The on-screen keyboard displays automatically when you need to enter text. To manually display the keyboard, simply touch a text field where you want to enter text.

Touch for Voice Search.

Toggles from 123 mode
to ABC mode.

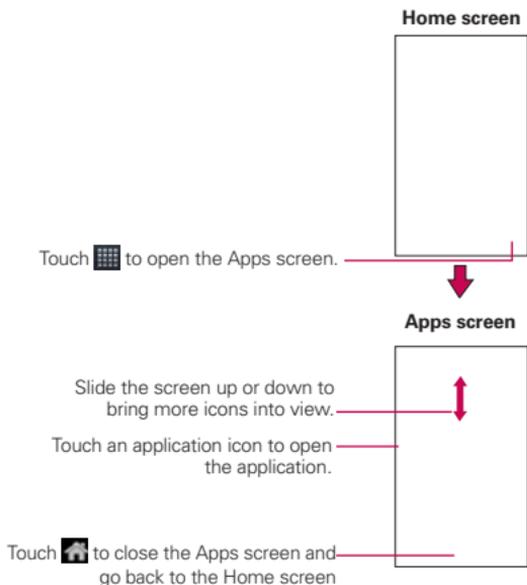| Typing tips	
Enter other characters	From the numbers keyboard, touch [sym] to return to the numbers keyboard.
Enter one capital letter	Touch Shift [⇧].
Enter all capital letters	Touch Shift [⇧] twice. Touch again to revert to lowercase.
Cut or copy selected text	Touch and hold the text, then touch **Select word** or **Select all**. Touch and hold text again to select **Cut** or **Copy**. **NOTE** If you **Select word**, you can manually move the text selection markers as needed.
Paste cut or copied text	Touch and hold the location to paste the text, then touch **Paste**.
Delete a character	Touch Delete [⌫]. (hold to delete faster)

Text input settings

To change your text entry settings and see the dictionary of terms you've used, from the Home screen, touch the **Apps Key** [≡] > **Settings** [⚙] > **Language & keyboard**.

● To change the default language, touch **Select language**.

Applications: How to View, Open and Switch

All of the applications on your phone, including any applications that you downloaded and installed from Android Market™ or other sources, are grouped together on the Apps screen, which you access from your Home screen. If you have more applications than can fit on the Apps screen, you can slide the screen up or down to view more.

Home screen

Touch ▦ to open the Apps screen.

Apps screen

Slide the screen up or down to bring more icons into view.

Touch an application icon to open the application.

Touch ⌂ to close the Apps screen and go back to the Home screen

Opening and Closing the Apps screen

Opening the Apps screen

With your AS680, it's easy to access the Apps screen no matter what feature you're currently using. Simply press the **Home Key** 🔲, then touch the **Apps Key** ▦ .

Closing the Apps screen

To manually close the Apps screen and go back to the Home Screen, press the **Home Key** 🔲 or touch **Home** ⌂.

NOTE The Apps screen closes automatically when you touch an icon to open its application. Dragging an icon onto your Home screen also closes the Apps screen automatically.

Customizing the Apps screen

The AS680 includes a wide variety of applications and you can download even more applications to your device. You can customize these items on the Apps screen for faster access (less scrolling required) to the applications you use most often.

The application items on the Apps screen are listed alphabetically within each application category, but you can customize the screen to optimize how you use it. For example, you can condense or expand the application categories, display in an alphabetical list, move application icons to more convenient positions, and even add additional categories to organize your files.

Expanding and condensing application categories

1. From the Home screen, touch the **Apps Key** ▦.

2. Place your thumb and index finger on the screen and move them together in a pinch motion.

3. The screen displays the application categories in a bar format that lists the number of items within it.
   Simply touch the category you want to access.

   NOTE To return to the expanded view, place your thumb and index finger on the screen and spread them apart.

Displaying applications in alphabetical list or Grid

1. From the Home screen, touch the **Apps Key** ▦.

2. Press the **Menu Key** ▣ and touch **List** or **Grid**.

Moving application positions

1. From the Home screen, touch the **Apps Key** ▦.

2. Press the **Menu Key** ▣ and touch **Manage app**.

3. Touch and hold the application icon and drag it to the position you want, then lift your finger. Application icons to the right of the position shift accordingly.

Adding a category

1. From the Home screen, touch the **Apps Key** 🔳.

2. Press the **Menu Key** 🔲 and touch **Manage category > Add.**

3. Enter the category name, then touch **Save**.

> **NOTE** You can also touch Delete to delete categories or Reset to reset the categories back to default.

Opening and Switching Applications

Multi-tasking is easy with Android^{TM} because open applications keep running even when you open another application. There's no need to quit an application before opening another. You can use and switch among several open applications. Android manages each application, stopping and starting them as needed, to ensure that idle applications don't consume resources unnecessarily.

Opening an application

▸ Open an application simply by touching its icon on the screen.

> **TIP!** You can customize your Home screen with the application icons you use most often. Applications are located on the Apps screen, but you can copy any application icon to your Home screen for faster access. No matter where the icon is, on the Apps screen or your Home screen, just touch it to open and use it.

Opening multiple applications

1. Touch an application icon to open it.

2. Press the **Home Key** 🔳.

> **NOTE** If the application icon you want is on your Home screen, simply touch the icon to open and use it.

3. Touch the **Apps Key** 🔳.

4. Touch the icon for the other application you want to open.

Switching between multiple applications

1. Press and hold the **Home Key** 🏠 .
   A screen with the icons of applications that you've used recently will
   appear.
2. Touch the application icon you want to open or press the **Back Key** 🔙
   to return to the current screen.

———Touch an icon to open an application
you've used recently.

Adding application icons to the Home screen

Customize your Home screen with the applications you use most often.

1. Open the Apps screen.

2. Touch and hold the application icon you want to add to your Home
   screen. Your Apps screen will close so that you can place the icon on the
   Home screen.

3. Lift your finger to place it or drag the icon to where you want it on the
   screen, then lift your finger.

   > **NOTE** You can place application icons on any of the Home screen panes. Simply drag the icon
   > to the left or right edge of the screen to advance to the other screen panes before lifting
   > your finger.

Working with Menus

There are two kinds of Android menus: Options menus and Context menus.

Options menus

Options menus contain tools that apply to the activities of the current screen or application, not to any specific item on the screen. To open the available Options menu, press the **Menu Key**. Not all applications have Options menus; if you press the **Menu Key** on a screen that has no Options menu, nothing will happen.

Some applications have more Options menu items than can fit in the Options menu pop-up. To view the additional menu items, touch **More**.

Press the **Menu Key** to open a Context menu.

Touch **More** for additional options.

Context menus

Context menus contain options that apply to a specific item on the screen. To open a Context menu, touch and hold an item on the screen. Not all items have Context menus. If you touch and hold an item that has no Context menu, nothing will happen.

When you touch and
hold certain items on
a screen, a Context
menu opens.

Managing Notifications

Notification icons report the arrival of new messages, calendar events, alarms, as well as ongoing events, such as when you are in a call.
When you receive a notification, the notification icon will be displayed in the Status Bar. You can open the Notifications panel to view a list of all recent notifications. Depending on your settings, you may hear a notification sound and/or the phone may vibrate.

To open the Notifications panel

▶ Touch and drag the Status Bar to the bottom of the screen.

   OR

▶ From the Home screen, press the **Menu Key** 📧 and touch **Notifications**.

   The Notifications panel displays your wireless provider and a list of your current notifications, organized into ongoing and event-based notifications.

   NOTE The Status Bar is sensitive to the drag motion so just beginning the downward drag will open the Notifications panel.

Touch a notification
to open it.

To respond to a notification

1. Open the Notifications panel. Your current notifications are listed in the panel, each with a brief description.

2. Touch a notification to view it.

   The Notifications panel will close and the application that corresponds to your response will open. For example, new voicemail notifications dial your voicemail box and Gmail notifications open the Gmail application so you can read your new messages.

To clear all notifications

1. Open the Notifications panel.

2. Touch the **Clear** button.
   All event-based notifications will be cleared; ongoing notifications will remain in the list.

To close the Notifications panel

Touch and drag the tab at the bottom of the Notifications panel to the top of the screen or just press the **Back Key** .
The panel will also close when you touch a notification.

> **NOTE** The Notifications tab at the bottom of screen is sensitive to the drag motion so just beginning the upward drag will close the panel.

Searching Your Phone and the Web

You can search for information on your phone and on the web by using the Google search application.

Some applications, such as Gmail, Contacts, and Browser have the ability to search contents within those specific applications.

You can conduct the search by typing in the search terms or saying what you're looking for. Typing can be useful because the search application can provide suggestions so you don't necessarily have to type out your full request.

Phone and Web search using text entry

1. Press the **Search Key**.

   When you press the **Search Key** on the Home screen or in other applications that support this, the Quick Search Box will open automatically.

   Voice Search
   Touch to search by voice.

   Provides a shortcut to see matching search items.

   In some applications, such as Gmail, Contacts, and Browser, the application's own search box opens when you press the **Search Key**. This is indicated by the application's icon on the left side of the search box.

   No matter what application you're working in (except for Camera), pressing the **Search Key** will open the Quick Search Box.

2. Enter the text you're searching for in the Quick Search Box.

───────As you type, search results from your phone, previous search terms, and web search suggestions appear. Touch an item to activate that search result.

You can use the Search preferences to configure some aspects of Google web search (for example, whether it makes suggestions below the Quick Search Box as you type), and what phone features you want to include in searches. To access Google settings, open the Google Search application and press the **Menu Key** ▢ and touch **Search Settings**.

3. Touch Go to search for the entered terms.

   TIP! You can touch the Google icon 🔵 in the top left corner to select where to conduct the search. Choices include **All**, **Web, Apps,** and **Contacts**.

Locking the Screen

Your AS680 phone automatically utilizes a default Lock Screen to simply prevent unintentional function activation. You can choose to secure your phone so that only you can unlock it to make calls, access your data, buy applications, and so on. For added security to guard against unauthorized use, you can set a pattern, PIN, or password that will need to be entered after you slide the screen up to unlock.

Setting an Unlock Pattern, PIN, or Password for the First Time

1. Touch the **Apps Key** ▦ > **Settings** 🔵 > **Location & security**.

2. Touch **Set up screen lock** (under the **Screen unlock** section of the settings).

3. Touch **Pattern**, **PIN**, or **Password**.

   Pattern: The first time you set an unlock pattern, you will see a tutorial with instructions on how to create it. Read the tutorial and touch **Next** (twice). Draw your pattern (connect at least 4 dots) and touch **Continue**. Then redraw your pattern and touch **Confirm**.

   PIN: Enter a PIN (at least 4 digits) and touch **Continue**. Reenter your PIN and touch **OK** to confirm it.

   Password: Enter a password (at least 4 characters) and touch **Continue**. Reenter your password and touch **OK** to confirm it.

   From then on, any time you wish to turn the phone on or unlock the screen, you will need to draw your unlock pattern or enter your PIN or password to unlock the screen.

Changing Your Unlock Pattern

1. Touch the **Apps Key** ▦ > **Settings** ⚙ > **Location & security**.

2. Touch **Change screen lock** (under the **Screen unlock** section).

3. Draw your current unlock pattern.

4. Touch **Pattern** to change it (or touch **None** to remove it).

5. You're prompted to draw and redraw your new pattern.

Using a PIN or Password to Lock the Screen

1. Touch the **Apps Key** ▦ > **Settings** ⚙ > **Location & security**.

2. Touch **Set up screen lock** or **Change screen lock** if you have a security feature already enabled (under the **Screen** unlock section).

3. Touch **PIN** to lock the screen with a number sequence or touch **Password** for an alphanumeric lock sequence.

4. You're prompted to enter and reenter the lock sequence.

   From then on, you will need to enter the sequence and touch the **OK** button to unlock the screen.

NOTES
- You have 5 opportunities to enter your unlock pattern, PIN or password. If you used all the 5 opportunities, you can try again after 30 seconds.
- When you can't recall your unlock pattern:
  - If you've created a Google Account on the phone, touch **Forgot pattern?**. Then you are required to sign in with your Google Account to unlock your phone.
  - If you haven't created a Google Account on the phone, you need to perform a factory reset (Caution: If you perform a factory reset, all user applications and user data will be deleted. Please remember to back up any important data before performing a factory reset).
  1. Turn the power off.
  2. Press and hold the following keys at the same time for less than 8 seconds: **Power/Lock Key** + the down **Volume Key** + **Home Key**.

NOTE In the case of a malfunction or lock up error, press and hold the **Power/Lock Key** for 8 seconds to reset.

Customizing the Home Screen

You can personalize your Home screen by adding application icons, shortcuts, widgets, and other items to any Home screen pane. You can also change the wallpaper.

To add an item to the Home screen

1. Go to the Home screen pane where you want to add the item.

2. Press the **Menu Key** 🔳 and touch **Add**. Or, just touch and hold an empty spot on the Home screen pane.

   NOTE If there is no available space on a particular Home screen pane, **Add** will not be available; you must delete or remove an item before you can add another item. In this case, you have the option of switching to another Home screen pane.

3. In the menu that opens, touch the type of item to add.

You can add the following types of items to the Home screen:

Widgets Add any of a variety of widget applications to your Home screen, including a music player, a picture frame, a power control, a calendar of upcoming appointments, and a News & Weather feed. Note that more widgets can also be found on Android Market™.

Shortcuts Add shortcuts to applications, Bookmark(a bookmarked web page), Contact (you could choose only one person as favorite contact on HomeScreen from phone book list), a destination in a music playlist, and more. The shortcuts available depend on the applications you have installed.

Folders Add a folder where you can organize other Home screen shortcuts and icons, or folders that contain all your contacts, contacts with phone numbers, or starred contacts. Your folders' contents are kept up-to-date automatically.

To move an item on the Home screen

1. Touch and hold the item.
2. Drag the item to a new location on the screen.
   Pause at the left or right edge of the screen to drag the item onto the next available Home screen pane.
3. When the item is where you want it, lift your finger.

To remove an item from the Home screen

1. Touch and hold the item (note that the Quick Keys change to an icon of a trash can).
2. Drag the item to the trash can icon.
3. When the trash can icon turns red, lift your finger.

To change the Home screen wallpaper

1. From the Home screen, press the **Menu Key** and touch **Wallpaper**. You can also touch and hold an empty spot on the Home screen and then touch **Wallpapers** in the menu that opens.
2. Touch **Wallpapers** or any wallpaper that is displayed.
   ‣ Touch any available wallpaper and it will automatically be applied to your phone.
3. Touch **Set wallpaper** or **Save** (if necessary).

To rename a folder

1. Touch the folder icon to open it.
2. Touch and hold the folder window's title bar.
3. Enter the new folder name.
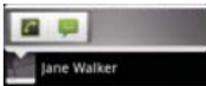4. Touch the **OK** button.

Connecting Quickly With Your Contacts

As you build up your list of contacts on your phone, you can use Quick Contact for Android to quickly chat, email, text message, place a call, or to locate your contacts. Quick Contact for Android is a special set of icons that you can use to quickly and easily connect to a contact.

▶ Open your Contacts list and touch the contact's picture. A bubble will open with the available options, displayed as icons. This is the Quick Contact bubble. Depending on the contact information saved, the available actions will be displayed above the name.

▶ Touch a Quick Contact icon to communicate with the contact. Depending on the icon you've touched, a different application will open.

If you add a shortcut for a contact to your Home screen, you will be able to use it to open Quick Contact for that contact.

Connecting to Mobile Networks

When you buy your phone and sign up for service, your phone is configured to use your provider's mobile networks for voice calls and for transmitting data.

Different locations may have different mobile networks available. Initially, your phone is configured to use the fastest mobile network available for data. You can also configure your phone to access a different set of networks entirely, or to behave in specific ways when roaming.

The icons in the Status Bar indicate which kind of data network you're connected to and the network signal strength.

3G	Connected to the 3G network (EVDO revA)
1x	Connected to a 2G network (1x)
.ull	The more bars that are lit, the stronger the wireless signal
△	Connected to another wireless service provider's network (roaming)

When connected to slower networks, you may want to postpone using your phone for data-intensive tasks until you are connected to a faster network again or find a Wi-Fi network to connect to.

To disable data when roaming

You can prevent your phone from transmitting data over other carriers' mobile networks when you leave an area that is covered by your carrier's networks. This is useful for controlling expenses if your cell plan doesn't include data roaming.

1. Touch the **Apps Key** ▦ > **Settings** ⚙ > **Wireless & networks > Mobile networks > Global data roaming access**.

2. Touch **Global data roaming** to remove the checkmark from the box. With **Global data roaming** uncheckmarked, you can still transmit data with a Wi-Fi connection.

Connecting to Wi-Fi Networks

Wi-Fi is a wireless networking technology that can provide Internet access at distances of up to 100 meters, depending on the Wi-Fi router and your surroundings.

To use Wi-Fi on your phone, you must connect to a wireless access point, Some access points are open and you can simply connect to them. Others are hidden or implement other security features, so you must configure your phone so it can connect to them.

Turn off Wi-Fi when you're not using it, to extend the life of your battery.

The following Status Bar icons indicate your Wi-Fi status.

💚	Connected to a Wi-Fi network (waves indicate connection strength)
💚	Notification that an open Wi-Fi network is in range

When you connect to a Wi-Fi network, the phone obtains a network address and other information it needs from the network, using the DHCP protocol. To configure the phone with a static IP address and other advanced settings, from **Wi-Fi settings** press the **Menu Key** 🔲 and touch **Advanced**.

To turn Wi-Fi on and connect to a Wi-Fi network

1. Touch the **Apps Key** 🔲 > **Settings** 🔘 > **Wireless & networks** > **Wi-Fi settings**.

2. If the Wi-Fi box is not checkmarked, touch **Wi-Fi** to turn it on and scan for available Wi-Fi networks.

3. Touch a network to connect to it.

   - If the network is open, you will be prompted to confirm that you want to connect to that network by touching **Connect**.

   - If the network is secured, you will be prompted to enter a password (ask your network administrator for details).

   - When you're connected to a network, you can touch the network name in the Wi-Fi settings screen for details about the speed, security, address, and related settings.

To receive notifications when open networks are in range

By default, when Wi-Fi is on, you receive notifications in the Status Bar when your phone detects an open Wi-Fi network.

1. Turn on Wi-Fi, if it's not already on.

2. From the Wi-Fi settings screen, touch **Network notification** to checkmark the box. Touch again to remove the checkmark and stop receiving notifications.

To add a Wi-Fi network

You can add a Wi-Fi network so the phone will remember it, along with any security credentials, and connect to it automatically when it is in range. You can also add a Wi-Fi network manually if it does not broadcast its name (SSID) or if you want to add a Wi-Fi network when you are out of its range. To add a secured network, you need to contact the network's administrator to obtain the password or other required security credentials.

1. Turn on Wi-Fi, if it's not already on.

2. From the Wi-Fi settings screen, touch **Add Wi-Fi network**.

3. Enter the **Network SSID** (name) of the network.
   If the network is secured, touch **Security** and touch the type of security deployed on the network.

4. Enter the required passwords and security credentials.

5. Touch the **Save** button.

   The phone will connect to the wireless network. Any credentials that you entered are saved, so you are connected automatically the next time you come within range of this network.

To forget a Wi-Fi network

You can make the phone forget about the details of a Wi-Fi network that you added. For example, if you don't want the phone to connect to it automatically or if it's a network that you no longer use.

1. Turn on Wi-Fi, if it's not already on.

2. In the Wi-Fi settings screen, touch and hold the name of the network that you want to forget.

3. Touch **Forget network** in the Context menu that opens.

USB Autorun

USB Autorun is a feature that allows your AS680 to connect to a PC using a USB cable and set it up on a PC without a physical CD-ROM.

‣ Automatically installs the LG USB Modem driver.

‣ Allows the phone to be used as Mass storage when a microSD card is present in the AS680. It allows transfer of unprotected content from the phone to the PC and vice versa.

> **NOTE** User content such as photos, videos, and voice recordings can be stored on a removable microSD card that is inserted in the AS680.

To select USB mode for Autorun

1. Touch the **Apps Key** 🔳 > **Settings** > **Connectivity** > **Default connection mode**.

2. Touch **Mass storage** to connect to the PC for Autorun.

‣ Touch **Charge only** to use only the charging function and not the USB function.

‣ Touch **Modem** to use the modem function and not the default USB function.

> **NOTES** ● USB Autorun only works with Windows® XP, Windows 7®, and Vista™ operating systems.
>
> ● Log on to the PC as Administrator. Non-Administrator accounts have insufficient privilege to install the USB Modem driver and don't run the Autorun feature.
>
> ● Do not unplug the USB cable during Autorun.
>
> ● If Autorun doesn't function properly, unplug and plug the USB cable to set Mass storage mode.

Autorun automatically installs the USB device driver for every USB mode.

Modem Mode

Autorun may automatically use Modem mode in certain circumstances.

▸ Autorun automatically switches to Modem mode if the connection fails while syncing or connecting.

Always ask

You can choose to be asked to confirm the USB connection when connecting to a computer.
When **Always ask** is checkmarked, the USB selection window is displayed.

Autorun is not available when:

▸ Phone is booting (powering up).
▸ PC operating system is not set to Autorun (automatic execute command).

To change the setting while Autorun is running:

You can change the settings while Autorun is running. Touch the **Apps Key** ▦ > Settings > Connectivity > Default connection mode.

> **NOTE** Be sure to checkmark the box **Always ask** if you want to be asked to confirm the USB connection mode when the phone is connected to a computer.

Using the Status Bar to change the settings

The Status Bar shows the current USB connection mode so you can easily open the Status Bar and change the settings as needed.

When connected via USB, the current USB connection mode also appears on the Notifications panel. Touch the connection setting to display a screen where you can change the USB connection mode.

> **NOTE** If the **Always ask** checkbox is marked, the screen is only provided during USB connection, but is not provided in the notification area.

microSD Card

Unmounting and removing the microSD Card

To safely remove the microSD card from your device, first you need to unmount the microSD card before removing it from the phone.

> **WARNING!**
>> On the Android OS 2.2, you can download applications from Android Market and can store them on the microSD card as well as on the device. Therefore, skipping the unmount procedure can cause a serious error between the microSD card and the device. In the worst case, the microSD card can become corrupted or damaged.

1. Touch the **Apps Key** ▦ > **Settings** ● > **Storage** > **Unmount SD card**.

   > **NOTE** A warning message may be displayed if applications will stop when you unmount the microSD card. Touch the **OK** button to proceed.

   Now you can safely remove the microSD card.

2. Remove the back cover.

3. Gently push the exposed edge of the microSD card in with your fingertip to release it from the slot.

4. Carefully pull the microSD card out of the slot.

   > **NOTE** You can easily damage the microSD card and its adapter by improper operation. Please be careful when inserting, removing, or handling them.

microSD Card Settings

Viewing Memory in the microSD Card

1. Touch the **Apps Key** ▦ > **Settings** ● > **Storage**.

2. Review the available information.

   The storage capacity page is divided into two sections: SD card and Internal storage.

Formatting the microSD Card

Formatting a microSD card permanently removes all files stored on the card.

1. Touch the **Apps Key** ▦ > **Settings** 🔧 > **Storage**.

2. Touch **Unmount SD card** to release the microSD card from device use.

   NOTE A warning message may be displayed if applications will stop when you unmount the microSD card. Touch the **OK** button to proceed.

   An icon appears within the Notifications panel to indicate an unmounted microSD card.

3. Once released, touch **Erase SD card** > **Erase SD card** > **Erase everything**.

   Once completely formatted, the card is automatically re-mounted (reconnected for use by the device).

   NOTE The formatting procedure erases all the data on the microSD card, after which the files CANNOT be retrieved. To prevent the loss of important data, please check the contents before you format the card.

Connecting Your Device to Your Computer

Before using your device's mass storage capabilities, you need to prepare your device's data services to synchronize with your desktop or laptop computer. Once you have connected the device to the computer, you can transfer your data to or from the device memory.

To connect your device to a computer via USB:

1. Use the USB cable that came with your phone to connect the phone to a USB port on your computer.

2. Open the Notifications panel and then touch **USB connected.**

3. Touch the connection mode you want to use to connect to the PC. Choose from the following options: **Charge only**, **Mass storage**, or **Modem**.
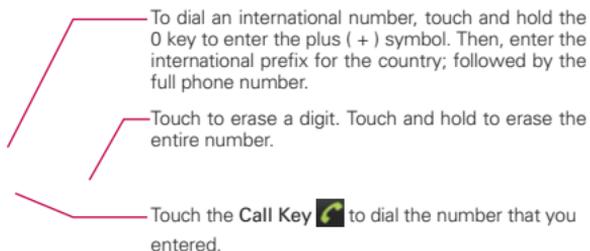
Placing and Ending Calls

You can place calls using the **Phone** application. Calls can be manually dialed using the **Phone** tab. You can also dial from your phone's memory using the **Call log** tab, the **Contacts** tab, or the **Groups** tab.

To open the Phone application

‣ From the Home screen, touch the **Phone Key** in the Quick Keys bar.

To place a call by dialing

1. Open the **Phone** application.

To dial an international number, touch and hold the 0 key to enter the plus (+) symbol. Then, enter the international prefix for the country; followed by the full phone number.

Touch to erase a digit. Touch and hold to erase the entire number.

Touch the **Call Key** to dial the number that you entered.

2. Touch the keys on the dialpad to manually enter a phone number.

  • If you enter a wrong number, touch the **Delete Key** to erase digits one by one.

  • To erase the entire number, touch and hold the **Delete Key**.

  • To dial an international number, touch and hold the key to enter the plus (+) symbol. Then, enter the international prefix for the country; followed by the full phone number.

3. Touch the **Call Key** to dial the number that you entered.

- You can use other phone features while the call is underway. If you open another application, the Call icon appears in the Status Bar for the duration of the call.

- Press the **Volume Keys** to adjust the call volume.

- Use the on-screen buttons to enter additional numbers, place the call on hold and take an incoming call, add another call, use the speakerphone, end the call, and other options.

NOTE If you opened other applications while on a call, you'll need to return to the Call screen to end the call. You can press the **Home Key** , then touch the **Phone Key** or drag the Notifications panel down and touch the **Call** icon .

Airplane mode

Some locations may require you to turn off your phone's wireless connections by placing your phone in Airplane mode.

1. Press and hold the **Power/Lock Key** .

2. Touch **Airplane mode**.

NOTE The Wireless & networks setting also has a checkbox to enable or disable Airplane mode.

Answering or Rejecting Calls

When you receive a phone call, the Incoming call screen opens with the caller ID and any additional information about the caller that you have saved in the Contacts list. All incoming calls are recorded in the Call log.

To answer a call

▸ If the screen is unlocked, simply touch the **Answer button** .

▸ If the screen is locked, slide the screen up to answer (or enter the pattern, PIN, or password).

▸ If you were already on a call, touch the **Answer call** button to place the first call on hold while you answer the new call.

NOTE To silence the incoming call ringer, press the **Volume Keys**.

Unlocked Screen   Locked Screen

Touch the
Answer
button to
answer the
call.

Slide up to
answer the
call.

To decline a call and divert it to voicemail

▸ If the screen is unlocked, simply touch the **Ignore button** .

▸ If the screen is locked, slide the **Ignore button** to the left.

▸ The caller is sent directly to your voicemail box to leave a message.

Unlocked Screen   Locked Screen

Touch the
Send msg
button to
send a quick
message
to the caller
and forward
them
to your
voicemail.

Drag right to send
the message.

Touch the **Ignore**
button to decline
the call and send
the caller directly
to your voicemail
box to leave a
message.

Drag left to
decline the
call.

NOTE To silence the ringer, press the **Volume Keys**.

Working with the Call Log

The Call log is a list of all the calls you've dialed, received, or missed. It offers a convenient way to redial a number, return a call, or add a number to your Contacts.

To open the Call log

▸ Touch the **Phone Key** 🔗 (from the Quick Keys bar) and then the **Call log** tab 🔲 at the top of the screen.

Calls are listed in the **Call log** tab. The most recent calls are located at the top of the list. Scroll down to see older entries.

To dial a number in the Call log

▸ From the Call log, touch the **Call icon** 🔗 at the right of the call entry. You can also touch and hold the entry to open a context menu with more options to communicate with that contact in other ways.

To add an entry's number to your Contacts

1. Touch and hold the call entry.

2. Touch **Add to contacts**.

3. Touch **Create new contact** or touch **Add to existing** and choose an existing contact to add the new number to.

To take other actions on a Call log entry

‣ Touch a Call log entry to open a screen from where you can call the contact, send the contact a message, add the number to your Contacts list, and learn more about the original call.

‣ Touch and hold a Call log entry to open a Context menu where you can call the contact, view contact information, edit the number before you redial, and more.

To clear the Call log

‣ Touch the **Phone Key** (from the Quick Keys bar) and then the **Call log** tab at the top of the screen. Press the **Menu Key** and touch **Delete all**. Or touch **Delete**, choose the call entries you wish to delete, then touch **Delete > OK**.

You can also touch and hold an entry in the log. In the menu that opens, touch **Remove from call log > OK**.

Calling Your Contacts

Instead of manually dialing phone numbers using the dialpad, you can use your Contacts list to dial quickly and easily.

You can also quickly call a contact by using Quick Contact.

If you have contacts on the web, they're synchronized with your phone when you first synchronize to your Google™ Account.

To call a contact

1. Touch the **Contacts Key** from the Quick Keys bar.

2. Touch the contact you want to call.

3. Touch the contact's phone number you want to call.

To call a favorite contact

1. Touch the **Contacts Key** from the Quick Keys bar, then touch the **Groups** tab.

2. Touch **Favorites** and then touch the contact you want to call.

3. Touch the contact's phone number you want to call.

Voice Dialer

You can use the **Voice Dialer** application to place a phone call by speaking the name of a contact or a phone number.

To place a call by speaking

1. Touch **Voice Dialer** 🔲 in the Apps screen.

   If you have a Bluetooth headset that supports "voice-recognition" or "voice dialing," you may be able to open Voice Dialer by pressing your headset's main button or in some other way, and dial by voice using your headset. For details, see the documentation that came with your headset.

2. Say "Call" followed by the name of the contact or say "Dial" followed by a phone number.

Options During a Call

Touch to turn the speakerphone on or off. The Speaker button lights up to indicate that the speakerphone is on.

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

Touch to mute the microphone during a call. The Mute button lights up to indicate that the microphone is muted.

Touch to switch between a Bluetooth headset and the phone.

To mute the microphone during a call

▸ Touch the **Mute button.**

The **Mute button** lights up to indicate that the microphone is muted. The **Mute button** will appear in the Status Bar to remind you that the microphone is turned off.

When viewing the in-call screen, you can unmute the microphone by touching the **Mute button** again.

The microphone is unmuted automatically when the call ends.

To turn the speakerphone on or off

▸ Touch the **Speaker button**.

The **Speaker button** lights up to indicate that the speakerphone is on. The **Speaker button** will appear in the Status Bar and the sound from your call is played through the phone's speaker.

When viewing the in-call screen, you can turn the speakerphone off by touching the **Speaker button** again.

The speaker is turned off automatically when the call ends.

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

To switch between a Bluetooth headset and the phone

When a Bluetooth headset is paired and connected to your phone, you can conduct calls on the headset for hands-free conversation. During a call, you can opt to use the Bluetooth headset or just the phone.

When using the Bluetooth headset during a call, the Ongoing Call notification icon is blue in the Status Bar (the icon is green when using the phone).

▸ Touch the **Bluetooth button** to switch the call from the headset to the phone, or vice versa.

Managing Multiple Calls

Contact your wireless service provider to learn whether they support services for multiple calls including call waiting and conference calls.

To merge current calls

▸ Touch the **Merge button** ⬆.

Touch to Merge calls. The current call will be placed on hold and you will be connected with the other call.

To set up a conference call

Contact your wireless service provider to learn whether they support conference calls and how many participants you can include.

1. Place a call to the first participant.

2. When you're connected, touch **Add call** ⊕ or **Dialpad** ▦.

3. Enter the number on the dialpad.

4. After you're connected, touch the **Merge calls button** ⬆. The participant is added to the conference call.

Listening to Your Voicemail

When you have a new voicemail message, the **Voicemail notification** icon oo appears in the Status Bar. If you have not set up your voicemail number, or if you need to change it, you can do that in the Call settings.

To listen to your Voicemail

▶ Open the Notifications panel and touch **New voicemail**.

OR

▶ Press the **Home Key** , touch the **Phone Key** from the Quick Keys bar, then touch the **Voicemail button** oo. Typically, your carrier's voicemail system guides you through the process of listening to and managing your voicemail. The first time you call your voicemail, it also guides you through the process of recording greetings, setting a password, etc.

To set up your Voicemail

1. Touch the **Phone Key** from the Quick Keys bar on the Home screen or Apps screen.

2. Touch oo to dial your voice mailbox.

3. If you hear a system greeting, touch # to interrupt it, if applicable.

4. Follow the setup tutorial.

5. Select a password.

6. Record a voice signature and greetings for your voice mailbox.

To access your voicemail from your wireless device

1. Touch the **Phone Key** from the Quick Keys bar on the Home screen or Apps screen.

2. Touch oo to dial your voice mailbox. If you hear a system greeting or your own greeting, touch # immediately to interrupt the system greeting and follow the prompts.

3. Follow the prompts to enter your password and retrieve your messages.

Browser

The **Browser** application allows you to access the internet from your Wireless device. Access and selections within this feature are dependent upon your service provider. For specific information on Browser access through your phone, contact your service provider.

Internet

Learn to access and bookmark your favorite web pages.

NOTES ● You may incur additional charges for accessing the web and downloading media. For details, contact your service provider.

● Available icons may vary depending on your region.

Browse web pages

Touch the **Apps Key** ▦ > **Browser** ●. To access a specific web page, touch the URL input field, enter the web address (URL) of the web page, and touch →.

URL Input Field
Touch here to enter a web address for the web page you wish to access.

Press the **Menu Key** ▣ for more options.

While browsing the web page the following options are available.

▶ To zoom in or out, double-tap the screen. You can also use the pinch-to-zoom method. Place your two fingers on the screen and slowly pinch or spread them apart.

▶ To open a new window, press the **Menu key** ▣ > **Add window** ⊕.

▶ To view the list of bookmarks, touch **Bookmarks** 🔖 next to the URL field. You can also add, edit, or delete a bookmark from this menu.

▶ To bookmark the current web page, touch **Bookmarks** 🔖 > **Add**. Enter the name for the bookmark and touch **OK**.

▶ When a web page finishes loading, the RSS Indicator will appear if an RSS feed is available. Press the **Menu Key** 🔳 and touch **More** > **Add RSS Feed** and select the feed you want to save.

▶ To view the currently active windows, press the **Menu Key** 🔳 and touch **Windows** 🔲. You can open multiple pages and switch back and forth between them.

▶ To reload the current web page, touch the **Refresh** icon 🔄 in the URL field. The Refresh menu appears after the web page finishes loading.

▶ To stop loading a web page, touch the **Stop** icon ✖ in the URL field. The Stop menu appears while a web page is loading.

▶ To go to the previous page, press the **Back Key** ↩.

▶ To go to a next page in history, press the **Menu Key** 🔳 and touch **Forward** ➡.

▶ To search for text on the web page, press the **Menu Key** 🔳 and touch **More** ◉ > **Find on page**.

▶ To select text on the web page, press the **Menu Key** 🔳 and touch **More** ◉ > **Select text**. Highlight the text you want with your finger. The highlighted text is copied to the clipboard and you can paste it anywhere that allows text to be entered.

▶ To view the web page details, press the **Menu Key** 🔳 and touch **More** ◉ > **Page info**.

▶ To set your homepage, press the **Menu Key** 🔳 and touch **More** ◉ > **Set home page**.

> **NOTE** When you are in a secure page, you can see the certificate of the current page by touching the **View certificate** button on Page info.

▶ To send the web address (URL) of the web page to others, press the **Menu Key** 🔳 and touch **More** ◉ > **Share page**.

▶ To view the download history, press the **Menu Key** 🔳 and touch **More** ◉ > **Downloads**.

▶ To customize the Browser settings, press the **Menu Key** 🔲 and touch **Settings**.

Bookmark your favorite web pages

If you know the web address of the web page, you can manually add a bookmark. To add a bookmark:

1. Touch the **Apps Key** 🔳 > **Browser** 🌐.

2. Touch **Bookmarks** 🔖 next to the URL field.

3. Touch **Add**.

4. Enter a page title and a web address (URL).

5. Touch **OK**.

From the bookmark list, touch and hold a bookmark and use the following options:

▶ To open the web page in the current window, touch **Open**.

▶ To open the web page in a new window, touch **Open in new window**.

▶ To edit the bookmark details, touch **Edit bookmark**.

▶ To add the bookmark shortcut to one of the Home screen panes, touch **Add shortcut to Home**.

▶ To send the web address (URL) of the web page to others, touch **Share link**.

▶ To copy the web address (URL) of the web page, touch **Copy link URL**.

▶ To delete the bookmark, touch **Delete bookmark**.

▶ To use the web page as your Browser homepage, touch **Set as homepage**.

Changing Browser settings

You can configure a number of Browser settings, including several that you can use to manage your privacy.

▶ To open the Browser settings screen, press the **Menu Key** 🔲 and touch **Settings** 🔘 at the bottom of the screen.

Page content settings

Text size Opens a dialog box where you can increase or decrease the size of the text that Browser uses when displaying webpages.

Default zoom Opens a dialog box where you can increase or decrease the magnification level that Browser uses when first opening a webpage.

Open pages in overview Checkmark to open webpages zoomed out, in an overview. Uncheckmark to open webpages at 100% size, displaying the top-left corner of the page.

Text encoding Opens a dialog box where you can change the character-encoding standard that Browser uses when displaying text on a webpage.

Block pop-up windows Checkmark to prevent websites from opening windows unless you request it.

Load images Uncheckmark to omit images when Browser displays a webpage. This speeds webpage loading, which can be useful if you have a slow connection.

Auto-fit pages Checkmark to have Browser optimize the presentation of text and other elements of webpages to fit your phone's screen. Checkmarking this option also causes the Browser to reflow a column of text to fit the screen if you double-tap the screen directly after zooming with your fingers. Uncheckmark to view pages as designed for a computer screen so that double-tapping simply switches between zoomed-in and default view.

Landscape-only display Checkmark to display pages in landscape (horizontal) orientation on your screen, regardless of how you are holding the phone.

Enable JavaScript Uncheckmark to prevent JavaScript from running on webpages. Many webpages function correctly only if they can run JavaScript features on your phone.

Enable plug-ins Opens a dialog box to select when to enable plug-ins.

Open in background Checkmark to open new windows in the background when you touch and hold a link then touch **Open in new window**. This is useful when you are working with windows that take a long time to download and display. Press the **Menu Key** and touch **Settings** and then touch the new window to view it. Uncheckmark if you prefer new windows that you open in this way to open in place of the current window.

Set homepage Opens a dialog box where you can enter the URL of a page that you want to access whenever you open a new Browser window. If you prefer to open new Browser windows more quickly, by not opening any page by default, leave the dialog box blank.

Privacy settings

Clear cache Allows you to clear locally cached content and databases.

Clear history Allows you to clear the Browser history.

Accept cookies Checkmark to allow websites to save and read cookie data.

Clear all cookie data Allows you to clear all Browser cookie data.

Remember form data Checkmark to allow the Browser to remember data entered into forms for later use.

Clear form data Allows you to clear all saved form data.

Enable location Checkmark to allow sites to request access to your location.

Clear location access Allows you to clear location access for all websites.

Security settings

Remember passwords Checkmark to allow the Browser to save user names and passwords for websites.

Clear passwords Allows you to clear all saved passwords.

Show security warnings Checkmark to show a warning if there is a problem with a site's security.

Advanced settings

Website settings Allows you to manage advanced settings for individual websites.

Reset to default Allows you to restore the Browser settings to default.

Maps

To search for a location

1. Touch the **Apps Key** ▦ > **Maps** .

2. Touch the search box at the top of the screen.

3. In the search box, enter the place you're looking for. You can enter an address, a city, or a type of business or establishment. For example, "theater in New York".

4. Touch the **Search Key** 🔍 .

   Orange markers indicate search matches on the map.

   You can touch a marker to open a balloon that contains a label. Touch the balloon to open a screen with more information about the location, as well as options for obtaining directions.

To get directions

1. Touch the **Apps Key** ▦ > **Maps** .

2. Press the **Menu Key** ▣ and touch **Directions**.

3. Enter a starting point in the first text box and your destination in the second text box. You can also select an address from your Favorites, Contacts list, or history.

   To reverse directions, press the **Menu Key** ▣ and touch **Reverse** ⇅.

4. Touch the **Car** icon 🚗 for driving directions, the **Transit** icon 🚌 for transit directions, the **Bicycling** icon 🚲 for bicycling directions, or the **Walking** icon 🚶 for walking directions.

5. Touch **Get directions**.

   Your route is displayed on a map.

6. To view the directions in a list format, touch **List view** 目.

   To switch back to your map route from List view, press the **Menu Key** ▣ and touch **See map**.

Contacts

The **Contacts** application allows you to store names, phone numbers and other information in your phone's memory.

Using Your Contacts

Use the **Contacts** application to add, view, and communicate with your friends and acquaintances.

To open your Contacts application

‣ Touch the **Apps Key** ▦ > **Contacts** ▧ .

OR

Press the **Home Key** ⬛ and touch the **Contacts Key** in the Quick Keys bar.

All of your contacts are displayed alphabetically in a list. If you haven't added any contacts yet, the **Contacts** application will display hints on how to start adding contacts to your phone.

To open a list of your favorite contacts

‣ Open your **Contacts** application and touch the **Groups** tab at the top of the screen. Then touch **Favorites**.

Favorites lists the contacts you've added to the list, followed by a list of your most frequently called contacts.

To view details about a contact

1. Open your **Contacts** application.

2. Touch the contact whose details you want to view.

3. The **Contact Info** tab displays by default. Touch an icon to call, message, or open other applications.

   ‣ The **Dial** icon places a call to the number.

   ‣ The **Message** icon starts a message.

   ‣ The **Mail** icon starts an email.

   ‣ The **Chat** icon starts a chat.

4. Press the **Menu Key** for the following menu options: **Edit contact, Share, Delete contact, Add to home screen, Options** (**Ringtone** and **Incoming Calls**), and **More** (**Export** and **Set speed dial**).

Contact History Tab

By default when you open a Contacts entry, the **Contact Info** tab is displayed so you can see all of the details you stored. You can also view your history of communication with the contact, including calls, messages, email, etc. Simply touch the **Contact History** tab at the top of the Contact entry screen.

Adding Contacts

You can add contacts on your phone and synchronize them with the contacts in your Google™ Account, Microsoft Exchange account, or other accounts that support syncing contacts.

Since your contacts can come from a variety of sources, the **Contacts** application attempts to join new information with existing similar contact entries, to create a single entry. You can also manage that process manually by joining or splitting entries.

To add a new contact

1. Open the **Contacts** application.

2. Press the **Menu Key** 🔲 and touch **New contact**.

3. If you have more than one account with contacts, touch **Contact type** at the top of the screen and choose the account to which you want to add the contact.

4. Enter the contact's name.

5. Touch a category of contact information, such as phone number or email address, to enter that kind of information about your contact.

6. Touch a category's plus button 🟢 to add more than one entry for that category. For example, in the phone number category, add a work number and a home number. Touch the label button to the left of the entry item information to open a drop-down menu of preset labels. For example, **Work** and **Home** for phone numbers.

7. Touch the **Picture frame** icon 🖼 to select a picture to display next to the name in your list of contacts and in other applications.

8. When you're finished, touch the **Save** button.

Importing, Exporting, and Sharing Contacts

If you have contacts stored in vCard format on a microSD card you can import them into your **Contacts** application on your phone. You can also export contacts in vCard format onto a microSD card.
Export to back them up to a computer or other device or so you can send a contact via email.

To import contacts from your microSD card

You can copy contacts, in vCard format, onto your microSD card then import them into your phone.

1. Insert the memory card (that contains the vCard files) into your phone.

2. Open the **Contacts** application.

3. Press the **Menu Key** and touch **More** > **Import/Export**.

4. Touch **Import from SD card**.

5. When the pop-up appears, select the storage type.

6. If you have more than one account on your phone, touch the account into which you want to import the contacts.

7. Touch the contacts you want to import to the microSD card. Then touch **Done** and **OK** to confirm.

To export contacts to your microSD card

You can export all of the contacts on your phone to your microSD card, as vCard files. You can then copy this file to a computer or another device that is compatible with this format, such as an address book application.

1. Open the **Contacts** application.

2. Press the **Menu Key** and touch **More** > **Import/Export**.

3. Touch **Export to SD card**.

4. When the pop-up appears, select the storage type.

5. Touch the contacts you want to export to the microSD card. To export all contacts, touch **Select All** in the top left corner of the screen.
Then touch the **Export** button and **OK**.

To share a contact

You can share a contact with someone by sending it to them as a vCard file.

1. Open the **Contacts** application.

2. Touch the contact you want to share to view its details.

3. Press the **Menu Key** 🔲 and touch **Share**.

4. Choose the method for sending.

5. Enter the necessary information and share it.

Adding a Contact to Your Favorites

The **Favorites** section contains a short list of the contacts you communicate with most often.

To add a contact to your favorites list

1. Open the **Contacts** application.

2. Touch a contact to view its details.

3. Touch the star to the right of the contact's name.
   When the contact is added to your favorites list, the star will be blue-colored.

To remove a contact from your favorites list

1. Open the **Contacts** application and touch the **Groups** tab. Then touch **Favorites**.

2. Touch the contact to view its details.

   TIP! If you have a long list of contacts, it may be faster to touch **Favorites**, then touch the contact entry to view its details.

3. Touch the blue star to the right of the contact's name.
   The grey-colored star will indicate that the contact was removed from your Favorites list.

Searching for a Contact

It's easy to search for a contact by name.

To search for a contact

1. Open the **Contacts** application.

2. Touch the search box or press the **Search Key** .

3. Start entering the name of the contact you're searching for. As you type, contacts with matching names will appear below the search box.

4. Touch a matching contact in the list to view its details.
   You can also search by nickname, email, organization and number.

Editing Contact Details

You can change or add details saved in your contact entries. You can also set specific ringtones to specific contacts or determine whether calls from specific contacts are diverted to your voicemail.

Some contact entries contain information from multiple sources: information that you added manually, information that Contacts joined from multiple accounts to consolidate duplicates, etc.

If you find duplicate entries in Contacts, you can join them into a single entry.

Changes made to information from one source do not automatically change the information on the other sources. For example, if you have information about a contact from a Google Account and an Exchange account and both are configured to sync contacts, changes to the contact from the Google Account are synced to that account on the web, but the information from the Exchange account will remain unchanged.

To edit contact details

1. Open the **Contacts** application.

2. Touch and hold the contact whose details you want to edit. In the Context menu that opens, touch **Edit contact**.

3. Edit the contact information.

4. Touch the **Save** button to save the changes.

To change a contact's default phone number

The default phone number is used when you initiate a call or send a text message using the Context menu (by touching and holding a contact).

1. Open the **Contacts** application.

2. Touch the name of a contact in the list to view its details.

3. Touch and hold the phone number to use as the contact's default phone number.

4. Touch **Make default number** in the menu that opens.
   The default phone number is indicated by a checkmark.

To divert calls from a contact to your voicemail

1. Open the **Contacts** application.

2. Touch the name of a contact in the list to view its details.

3. Press the **Menu Key** 🔲 and touch **Options**.

4. Touch **Incoming calls** to checkmark the option and enable it.

5. Press the **Back Key** 🔙.

   When this contact calls you, your phone will not ring and the caller will be forwarded directly to your voicemail.

To set a ringtone for a contact

1. Open the **Contacts** application.

2. Touch the name of a contact in the list to view its details.

3. Press the **Menu Key** ▣ and touch **Options**.

4. Touch **Ringtone** and touch a ringtone to select it.

5. Touch the **OK** button to save the ringtone to the contact.

To delete a contact

1. Open your **Contacts** list or **Favorites** list.

2. Touch the name of a contact in the list to view its details.

3. Press the **Menu Key** ▣ and touch **Delete contact**.

   ▸ If you delete a contact from Google Contacts (or another account with editable contacts), the contact is also deleted from Contacts on the web the next time you sync your phone.

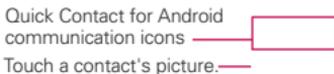4. Touch the **OK** button to confirm that you want to delete the contact.

Communicating with Your Contacts

From the **Contacts** or **Groups** tab, you can quickly call or send a text (SMS) or multimedia message (MMS) to a contact's default phone number. You can also open a list of all the ways you can communicate with that contact.

This section describes ways to initiate communication when viewing your list of contacts. The **Contacts** application shares your contacts with many other applications, such as Gmail™ and Messaging.

To connect by using Quick Contact for Android™

1. Touch a contact's picture to open Quick Contact for Android.

Quick Contact for Android
communication icons ——————
Touch a contact's picture.—————

2. Touch the icon corresponding to the type of communication you want to start.

   The communication icons displayed depend on the types of information you saved in the contact information.

To communicate with a contact

1. Open the **Contacts** application.

2. Touch the contact with whom you want to communicate.

3. In the contact's details screen, touch the way to start communicating with the contact.

   ▶ The **Dial** icon places a call to the number.

   ▶ The **Message** icon starts a message.

   ▶ The **Mail** icon starts an email.

   ▶ The **Chat** icon starts a chat.

   NOTE   Anytime you see the Dial icon next to a number, such as in your Favorites or Call log, just touch it to call that number.

To call a contact's default number

1. Open the **Contacts** application.
2. Touch and hold the contact you want to call.
3. Touch **Call contact** in the menu that opens.

To send a text or multimedia message to a contact's default number

1. Open the **Contacts** application.
2. Touch and hold the contact you wish to message.
3. Touch **Text contact** in the Context menu that opens.

Selecting Which Contacts are Displayed

You can hide contacts that don't have phone numbers. You can also configure which groups of contacts you want to display in the Contacts list.

To set whether contacts without phone numbers are displayed

If you use your list of contacts only to call people, you can hide any contacts that don't have phone numbers.

1. Open the **Contacts** application.
2. Press the **Menu Key** and touch **More** > **Display options**.
3. Touch **Only contacts with phones** to select or deselect this option. When selected, a checkmark will appear.
4. Touch the **Apply** button to save the settings.

NOTES • You can sort the Contact list by First name or Last name.

• You can also view contact names as First name first or Last name first.

To change which groups are displayed

1. Open the **Contacts** application.

2. Press the **Menu Key** 🔲 and touch **More** > **Display options**.

3. Touch an account to open its list of available groups.

4. Touch each group whose contacts you want to view in your **Contacts** application. Contact types with a checkmark will appear in your contacts list. This action affects only which contacts are displayed. Your sync settings will not be affected.

5. Touch the **Apply** button to save your settings.

Joining Contacts

When you add an account or add contacts in other ways, such as by exchanging emails, the **Contacts** application attempts to avoid duplication by joining contact information automatically. You can also join contacts manually.

To join contacts

1. Open the **Contacts** application.

2. Touch the contact entry to which you want to add information. The contact name for this entry will remain unchanged after you join with another contact.

3. Press the **Menu Key** 🔲 and touch **Edit contact**.

4. Press the **Menu Key** 🔲 and touch **Join**.

5. Touch the contact whose information you want to join with the first contact. The information from the two contacts will be merged and displayed under the name from the first contact.

6. Touch the **Save** button to confirm you want to join the entries. The contact information will be displayed in one contact entry.

Separating Contact Information

Each contact entry on your phone may contain 'joined' information from a variety of sources.
If contact information from different sources was joined in error, you can separate the information back into individual contact entries on your phone.

To separate contact information

1. Open the **Contacts** application.

2. Touch the contact entry whose information you want to separate.

3. Press the **Menu Key** and touch **Edit contact**.

4. Press the **Menu Key** and touch **Separate**.

5. Touch the **OK** button to confirm you want to separate the entries. The contact information will separated into individual contact entries in the Contacts list.

Email

Opening Email and the Accounts Screen

You can use the **Email** application to read email from services other than Gmail™. The **Email** application supports the following account types: Microsoft Exchange, Windows Live Hotmail, Yahoo! Mail, Gmail, AOL Mail, and other accounts.

To open the Email application

▶ Touch the **Apps Key** > **Email** .

The first time you open the **Email** application, a setup wizard opens to help you add an email account.
After the initial setup, Email displays the contents of your Inbox.

The Accounts screen

The Accounts screen lists all your accounts.

▶ Open the **Email** application. If you're not on the Account screen, press the **Menu Key** ▣ and touch **Accounts**.

Each folder and account on the Accounts screen displays the number of unread messages in green, or will display the number of messages in Starred, Drafts and Outbox in gray.

You can touch an account to view its Inbox.

The account from which you send email by default is indicated with a checkmark.

Reading Your Messages

You can read messages from the Inbox, or from other folders from the individual accounts.

To read a message

From the Accounts screen, simply touch any account to display it.

You can also go to the folder list of the account by pressing the **Menu Key** ▣ and touching **Folders** from the Inbox.

> **NOTE** When new email arrives, a notification appears in the Status Bar. Drag the Notifications panel downward and touch the email notification.

Responding to a Message

There are many options how you can respond to a received email message. You can reply to it, forward it, or even just delete it.

To reply to or forward a message

‣ While reading a message, touch **Reply** or **Reply all** (available at the bottom of the screen).

‣ While reading a message, press the **Menu Key** and touch **Forward** to forward the message.

To mark a message as unread

You can set a message to appear as though it has not been read – for example, to remind yourself to read it again later.

‣ From the Inbox, touch and hold the desired message, then touch **Mark as unread** in the dialog box that opens.

To delete a message

There are a few easy ways to delete a message.

‣ While reading a message, touch **Delete** at the bottom of the screen.

‣ From the Inbox, touch the checkbox next to one or more messages, then touch **Delete** at the bottom of the screen.

For many types of accounts, deleted messages are moved to a Trash folder, so you can retrieve them in case they were deleted by mistake.

Visual Voice Mail

Visual Voice Mail allows the management of voicemail directly from the device rather than accessing voicemail via traditional methods.

Visual Voice Mail displays a list of messages and allows the user to choose which message to listen to or delete, without having to dial into their mailbox and listen to voice instructions, or prior messages.

To able to use Visual Voice Mail

1. Touch the **Apps Key** ▦ > **Voicemail** 💬.

2. If it is your first access, you will have to subscribe to Visual Voice Mail.

3. After subscription, you are required to enter the password. You are only allowed to change the password by calling voicemail (dial *86).

4. After entering the password, you are allowed to see voicemail list in your Inbox.

While viewing the voicemail list, you can select an entry (see step 5). For additional options, press the **Menu Key** and touch **New, Delete, Save as, Set as Heard, Sort by**, or **More** (**Saved messages**, **Refresh**, **Settings**).

5. Touch a voicemail entry to listen to it. Then you can touch **Call back**, **Save**, or **Delete**. To forward or reply to a message, press the **Menu Key** and touch **Forward** or **Reply**.

6. If you decide to reply with a voicemail or forward it, record a message. The buttons at the bottom of the screen allow you to play, stop, or cancel the message.

> **NOTE** To send a voice message to a number in your Contacts list, use the To: field to search for it.

If you'd like to cancel your Visual Voicemail Subscription, press the **Menu Key** and touch **More** > **Settings** > **Cancel VVM service**.

Gmail

Gmail is Different

Gmail is web-based: Your messages are stored on-line, on Google™ servers but you can read, write, and organize messages by using the **Gmail** application on your phone or by using a web browser on a computer. Because your mail is stored on Google servers, you can search your entire message history, backed by the speed and power of Google search.

Actions that you take in one place are reflected everywhere. For example, if you read a message in Gmail on your phone, it will be marked as read in a web browser. And a message that you send using a browser, or even a draft of a message, is visible in Gmail on the phone.

Gmail is conversation-based: Each message and all replies to it are grouped in your Inbox as a single conversation. In other email applications, replies to messages are spread across your Inbox, typically by date received, so a message and the replies to it are separated by other messages. Gmail makes it easy to follow the thread of a conversation.

Gmail is organized by labels, not by folders: Gmail allows you to tag messages with labels, allowing you to organize your conversations in many different ways. For example, with Gmail you can label a conversation with your mother about your brother's birthday present with both "Mom" and "Dave". Later, you can search for all the messages containing either label. In other email applications, each message can only be located in one folder. You'd have to store each message in the "Mom" folder or the "Dave" folder, but not both.

Gmail for the phone is optimized for mobile use: Some features are only accessible on your computer browser. The best place to organize and learn about Gmail is the web. For example, you can't use the **Gmail** application on the phone to create the labels and filters that you use to organize your messages, but you can label a message. Gmail on the web offers complete information about the service, so it's the best place to learn about all of the features of Gmail.

Gmail is for Gmail: Of course you can use Gmail to send email to any email address, and anyone can send email to you at your Gmail address. But if you want to read messages from another email service provider (using your AOL, Yahoo!, or other email account), you must use the **Email** application.

Opening Gmail and Your Inbox

When you open the **Gmail** application, the most recent conversations are displayed in your Inbox.

To open the Gmail application

Touch the **Apps Key** 🔳 > **Gmail** 📧.

All of your conversations are displayed in your Inbox unless you delete, archive, or filter them.

The current Google Account is displayed at the top right of the Inbox. If you have more than one account, you can switch accounts to view the messages in each Inbox.

Conversations with new messages are displayed with bold subject lines. To read a message in a conversation, touch its subject line text.

> indicates that this message was sent directly to you.

>> indicates that you were CC'd on this message.

No indicator   indicates that this message was sent to a group that includes you.

To open your Inbox when Gmail is running

If you are viewing a message or another label, press the **Back Key** 🔙 until you return to your Inbox.

> OR

▸ While reading a message, press the **Menu Key** 🔘 and touch **Go to inbox**.

OR

‣ While viewing a list of labeled conversations, press the **Menu Key** 🔲 and touch **More** > **Go to inbox**.

To switch accounts

Gmail displays conversations and messages from one Google Account at a time. If you have more than one account, you can open the Accounts screen to view how many unread messages you have in each account and to switch accounts.

1. From your Gmail Inbox, press the **Menu Key** 🔲 and touch **Accounts**.

2. Touch the account that contains the email you want to read.

Reading Your Messages

While viewing a list of conversations in your Inbox or in any list of labeled conversations, you can open a conversation to read its messages.

To read a message

‣ Touch a conversation that contains the message you want to read.

A conversation opens to the first new (unread) message, or to the first starred message, if you've previously starred a message in the conversation.

The Google Talk online status will appear next to the name of the sender of each message if the sender has a Google Account. Touch the contact's picture to open Quick Contact.

While reading messages in a conversation, you can use the buttons at the bottom of the screen to archive the entire conversation or delete it. After you delete a conversation, you can touch **Undo** in the green bar that appears at the top of the screen to undo the last action and restore the message to its previous location.

You can also touch the arrow buttons to read the next, oldest, unread message in a conversation in your Inbox (or the conversation list you're working in).

Touch ◀ on the message header to access options for replying or forwarding the message.

To reread a message

When you open a conversation, messages that you've already read are minimized into a tab that indicates the number of hidden messages.

1. Touch the **Apps Key** 🎛 > **Gmail** ✉. Then touch the conversation you want to view and the tab indicating minimized messages.

2. Touch the contact name to open that message.

While reading a message you can press the **Menu Key** 🔳 and touch **Mark unread** to return a read message to the unread state. For example, to remind yourself to read it again later.

Composing and Sending a Message

You can compose and send a message to people or groups with Gmail addresses or other email addresses.

To compose and send a message

1. Touch the **Apps Key** 🔳 > **Gmail** 🅼.

2. Press the **Menu Key** 🔳 and touch **Compose**.

3. Enter a recipient's address.
   As you enter text, matching addresses are offered from your Contacts list. You can touch a suggested address or continue entering text to enter a new one.

4. Press the **Menu Key** 🔲 and touch **Add Cc/Bcc** to copy (normal or blind status) recipients, if necessary.

5. Enter a subject for the message in the Subject field.

6. Continue into the next field to enter your email message.

7. Press the **Menu Key** 🔲 and touch **Attach** to add an attachment to the email.

8. Touch **Send** 🖼 to send your message.

   If you're not ready to send the message, touch 🔳 to save the message as a Draft. You can read your drafts by opening messages with the Draft label.

   To erase the message, press the **Menu Key** 🔲 and touch **Discard** (including any saved drafts).

   If you aren't connected to a network – for example, if you're working in Airplane mode – the messages that you send are stored on your phone with the Outbox label until you connect to a network again.

Replying to or Forwarding a Message

You can continue an email conversation by replying to a message or by forwarding it.

To reply to or forward a message

1. Touch ◀ on the message header to access options for replying or forwarding the message.

2. Touch **Reply**, **Reply all**, or **Forward**.

   Replying to or forwarding messages without changing the subject adds your reply to the current conversation.

   Changing the subject starts a new conversation.
   The message will open in a new screen where you can add or remove addresses, edit the subject, and add or remove text or attachments.

   You can add one or more people to an ongoing conversation by replying to all and then adding the new person's address(es) to the reply.

   Note that the conversation text and previous messages are also included in your reply (or forward).

3. Touch **Send** 🖼 to send your message.

Working with Conversations in Batches

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

1. From the Inbox, or a folder with another label, touch the checkbox for all the messages you want to include in the batch.

   When you checkmark a conversation, the **Archive**, **Delete**, and **Labels** buttons appear at the bottom of the screen.

2. Touch **Archive**, **Delete**, or **Labels** or press the **Menu Key** 🖼 and touch **Add star**, **Report spam**, **Mute**, **Mark unread**, **Not important**, or **More** (Deselect all, Help, About).

   Your action affects the selected batch of messages.

   If you accidentally delete a batch of conversations, you can touch **Undo** in the green bar (that appears briefly after the action) at the top of the screen to undo the action and restore the message(s) to the previous location. You can also use Undo after muting, archiving, and reporting spam.

Labeling a Conversation

As mentioned previously, conversations are organized by labels. Gmail has several default labels, but you can also add your own through Gmail on the web.

To label a conversation

1. While reading a conversation's messages, press the **Menu Key** ◫ and touch **Change labels**.

2. In the dialog box that opens, checkmark the label(s) you want to assign to the conversation and touch the **OK** button.

To label a batch of conversations at once

You can assign or change the label(s) of one or more conversations at once.

1. From your Inbox, or a folder with another label, checkmark the conversations to select a batch.

2. Touch **Labels** at the bottom of the screen.

3. In the dialog box that opens, checkmark the labels you want to assign to the selected conversations, and touch the **OK** button.

Starring a Message

You can star an important message or conversation to make it easy to locate again.

To star a message

▸ While reading a message, touch the star ⭐ in its header.

   OR

▸ While viewing a list of conversations, touch its star ⭐ to star the newest message in the conversation.

To unstar a message

▸ Touch its star again. The star will turn gray.

To star or unstar all messages in a conversation

▸ While viewing the Inbox, or a folder with another label, touch a conversation's star.

Viewing Conversations by Label

You can view a list of the conversations that have the same label, including conversations with starred messages.

1. While viewing your Inbox, or a folder with another label, press the **Menu Key** and touch **Go to labels**.

2. Touch a label to view a list of conversations with that label.

> **NOTE** The conversation list will resemble your Inbox. Most of the options available while using your Inbox will also be available while viewing these lists of labeled messages.

Reporting Spam

The Gmail service is quite effective at preventing spam (junk mail) from reaching your Inbox. But when spam does make it through, you can help improve the Gmail service by reporting the conversation as spam.

To report a conversation as spam

‣ While reading the email, press the **Menu Key** and touch **More > Report spam**.

   OR

‣ From the Inbox, touch the checkmark box to select the messages you want to report as spam, press the **Menu Key** and touch **Report spam**.

   When you report a conversation as spam, the conversation (and all its messages) are removed from your Inbox. You can view the messages you've marked as spam by viewing messages with the Spam label.

Synchronizing Your Messages

The Gmail service has the resources to store all the messages you've ever sent or received; your phone does not. To save space, Gmail downloads only some of your messages to your phone. Use the **Settings** application to control how and when applications synchronize their data.

To select which conversations to synchronize

1. Touch the **Apps Key** ▦ > **Gmail** ✉.

2. Press the **Menu Key** ▣ and touch **More** > **Settings** > **Labels**.

   The Synchronization screen opens, displaying a list of your Gmail labels. Below each label is its current synchronization setting:
   Sync all, **Sync 4 days**, or **Sync none** (If Sync none is selected, the labeled conversation is not synchronized).

3. Touch a conversation label whose synchronization settings you want to change.

   A dialog box for that conversation label opens, with three options:

   - **Sync none** Don't download any conversations that have only this label.

   - **Sync 4 days** Download the previous 4 days (or number of days you set) of conversations.

   - **Sync all** Download all conversations with this label.

To set how many days of conversations to synchronize

1. Touch the **Apps Key** ▦ > **Gmail** ✉.

2. Press the **Menu Key** ▣ and touch **More** > **Settings** > **Labels**.

3. Touch **Number of days to Sync**.

4. Enter the number of days and touch the **OK** button.

Appending a Signature to Your Messages

You can add information to every email you send, such as your name, contact information, or even "Sent from my Android™ phone".

1. Touch the **Apps Key** ▦ > **Gmail** ✉.

2. Press the **Menu Key** ▣ and touch **More** > **Settings** > **Signature**.

3. Enter a signature or other information.

4. Touch the **OK** button.

Changing Gmail Settings

You can change a number of settings for Gmail. Each Google Account has its own settings, so your changes affect only the current account. Notification volumes and some synchronization settings can also be changed in the **Settings** application.

  ▶ Touch the **Apps Key** ▦ > **Gmail** ✉, press the **Menu Key** ▣, and touch **More** > **Settings**.

General settings

Priority Inbox Checkmark to make Priority Inbox your default inbox for this account.

Signature Allows you to add a signature or other information to outgoing email.

Confirm actions Allows you to choose which actions will display a dialog box asking you to confirm whenever you want to archive, delete, or send a message.

Reply all Checkmark this setting to make 'Reply all' the default action for responding to messages.

Auto-advance Allows you to choose which screen to display after you delete or archive a conversation.

Message text size Allows you choose the size of the text in a message for easier viewing.

Batch operations Checkmark this setting to allow batch operations.

Clear search history Removes the search history for searches performed on your Gmail account.

Labels Allows you to manage which conversations are synchronized and how often.

Notification settings

Email notifications Checkmark this setting to receive a notification whenever you receive new email.

Select ringtone Opens a dialog box to select the ringtone to sound when you receive a new email notification.

Vibrate Allows you to set the phone to vibrate when you receive a new email notification.

Notify once Checkmark this setting so that the phone will only notify you once when you receive new email, not for every message.

Messaging

Opening Messaging

To open Messaging

▸ Press the **Home Key** 🏠, then touch the **Messaging Key** 💬 in the Quick Keys bar.

The Messaging screen will open, where you can create a new message or open an ongoing message thread.

▸ Touch **New message** to start a new text or multimedia message.

▸ Touch an existing message thread to open it.

To delete a message thread from the Messaging window

1. Touch and hold the message thread.

2. Touch **Delete thread** in the Context menu that opens.

3. Touch the **OK** button to confirm you want to delete the message thread.

Exchanging Messages

You can send text messages (SMS) of up to 160 characters to another mobile phone. If you keep typing after the limit, your message is delivered as a series of messages.

Multimedia messages (MMS) can contain text and a picture, a recorded voice, an audio file, a video, or a picture slideshow.

The **Messaging** application automatically converts a message into a multimedia message if you send it to an email address instead of a phone number, add a subject, or attach a media file.

To send a text message

1. On the Messaging screen, touch **New message**.

2. Enter a mobile phone number in the **To** field.

   As you enter the mobile phone number, matching contacts appear. You can touch a suggested recipient or continue entering the phone number.

3. Touch the text field to start entering your message.

——Character counter
Displays number of characters entered and amount remaining.

A counter is displayed in the top right corner of the text field to tell you how many characters are left.

If you press the **Back Key** 🔙 while composing a message, it's saved as a draft in your **Messaging** application. Touch the message to resume composing it.

4. Touch the **Send** button to send the message.
   Your message is displayed and responses appear in the same window, creating a message thread with that contact.

To create and send a multimedia message

1. On the Messaging screen, touch **New message**.

2. Enter a mobile phone number or email address in the **To** field. As you type, matching contacts appear. You can touch a suggested contact or continue typing.

3. Touch the text field to start entering your message.

4. Press the **Menu Key** 🔳 and touch **Add subject** to add a message subject.

5. Touch 🖉 to open a menu where you can choose the type of media file to attach to the message.

   ▸ If you touch **Pictures**, you're prompted to select a picture from your Gallery.

   ▸ If you touch **Capture picture**, the **Camera** application opens so you can take a picture and attach it.

   ▸ If you touch **Videos**, you're prompted to select a video from your Gallery.

   ▸ If you touch **Capture video**, the **Camcorder** application opens so you can record a video and attach it.

   ▸ If you touch **Audio**, you're prompted to select an audio file from your microSD card.

   ▸ If you touch **Record audio**, the voice recording function opens and allows you to record an audio message and attach it to your message.

   ▸ If you touch **Slideshow**, a menu opens and allows you to assemble photos into a slideshow (up to 10 slides) to attach to the message. Use the buttons in the Compose Message screen to preview the message, replace a picture, or remove a slide. Touch **Done** when you finish editing the slideshow.

   ▸ If you touch **Contact(vCard)**, you're prompted to select the contacts you wish to send as vCard files.

6. Touch the **Send MMS** button to send the message.

To respond to messages you receive

If you're working in a message window, messages that you receive from that contact are displayed. Otherwise, you receive a new message notification and a new message icon appears in the Status Bar. When you touch the new message notification, the Message screen opens where you can reply to the message.

If Auto-retrieve is uncheckmarked, you must touch **Download** to view the message.

If the message contains a media file, touch **Play** to view, watch, or listen to it. Touch and hold the media file to open a menu with additional options.

To view details about a message

1. Touch and hold a message in a message window.

2. Touch **View message details** in the menu that opens.

Changing Messaging Settings

You can change a number of Messaging settings.

▶ To change Messaging settings, open the **Messaging** application, press the **Menu Key** and touch **Settings**.

Storage settings

Delete old messages Checkmark this setting to allow the phone to delete older messages in a thread when the **Text message limit** or **Multimedia message limit** is reached. Uncheckmark this setting to keep all messages.

Text message limit Touch to set the number of text messages to save per thread.

Multimedia message limit Touch to set the number of multimedia messages to save per thread.

Signature Opens a dialog box to enter a signature to automatically send with your messages. Checkmark appears after a signature is entered.

Callback number Opens a dialog box to view or edit the callback number sent with your messages. Checkmark appears after dialog box is closed.

Text message (SMS) settings

Delivery reports Checkmark this setting to allow your phone to receive delivery reports for the messages you send.

Set priority Opens a dialog box that allows you to set the default priority for your text messages.

Multimedia message (MMS) settings

Delivery reports Checkmark this setting to allow your phone to receive delivery reports for the messages you send.

Auto-retrieve Uncheckmark this setting to download only the heading of multimedia messages, allowing you to manually download the whole message when you're ready. This is useful for controlling how much data you download.

Roaming auto-retrieve Uncheckmark this setting to download only the heading of multimedia messages when connected to other carrier's data networks. This is useful for avoiding unexpected charges if your contract has limits on data roaming.

Set priority Opens a dialog box that allows you to set the default priority for your multimedia messages.

Notification settings

Notifications Checkmark this setting to allow your phone to receive a notification in the Status Bar whenever you receive a new message.

Select ringtone Opens a dialog box where you can select the ringtone to sound when you receive new message notifications.

Vibrate Opens a dialog box to set the phone vibration setting when you receive a new message notification.

CMAS settings

Settings for the Commercial Mobile Alert System.

Presidential alert Checkmark this setting to allow presidential alerts to be always presented.

Extreme alert Checkmark this setting to allow Extreme alerts to be always presented.

Severe alert Checkmark this setting to allow Severe alerts to be always presented.

AMBER alert Checkmark this setting to allow AMBER alerts to be always presented.

CMAS font size Allows you to set the display font size from **8 point font/ 10 point font/ 12 point font/14 point font**.

Talk

To open Google Talk and sign in

‣ Touch the **Apps Key** ▦ > **Talk** 🗨.

   When you first open Google Talk, your Friends list will be displayed.
   This list includes all of the friends you've added by using Google Talk
   on the web or on the phone.

To return to your Friends list

You can return to your Friends list while chatting with a friend so that you
can invite another friend to chat, add a friend, etc.

‣ Press the **Menu Key** ▣ and touch **Friends list**.

To sign out of Google Talk

You can sign out of Google Talk. For example, if you want to limit Google
Talk conversations to your computer. Also, signing out can extend your
battery life.

‣ From your Friends list, press the **Menu Key** ▣ and touch **Sign out**.

   You will no longer receive chat notifications or see others' Google Talk
   status in other applications, such as Gmail™.

Chatting with Friends

To chat with a friend

1. Touch the **Apps Key** ▦ > **Talk** 💬.
   If you're already chatting with someone, you can press the **Menu Key** ▣ and touch **Friends list** to return to the Friends list.

2. Touch the friend you want to chat with.

3. Enter your message then touch the **Send** button.

The messages that you exchange are displayed on the screen and include information about the chat, such as whether it's on-the-record, the time a message was sent (if there's no response after a short while), etc.

To enter an emoticon (smiley), just press the **Menu Key** ▣ and touch **More** > **Insert smiley** to open a list of emoticons.

Your chat session will remain open until you end it.
Friends you're chatting with are displayed at the top of your Friends list, with the most recent message displayed in a black-on-white balloon.

To accept an invitation to chat

When a friend sends you a Google Talk message, you will receive a notification. The friend's name in the Friends list turns white and displays the message.

▸ Touch the name of the person in your Friends list.

   OR

▸ Open the Notifications panel then touch the chat notification.
   A chat window will open where you can exchange messages with your friend.

To switch between active chats

If you have more than one chat going, you can switch between chats.

▸ From the Friends list, touch the name of the person you want to chat with.

   OR

▸ From a chat screen, press the **Menu Key** ▣ and touch **Switch chats** and then the friend you want to chat with.

   OR

▸ While chatting with a friend, swipe left or right across the screen.

To invite a friend to join a group chat

While you're chatting, you can invite additional friends to join a group chat.

1. On a chat screen, press the **Menu Key** ▣ and touch **Add to chat**.

2. Touch the name of the friend to invite.

   The friend you invited and the current participants will receive an invitation to a group chat. Each one who accepts the invitation will join the group chat. In a group chat, everyone can see everyone else's messages. Group chats appear at the top of your Friends list, with a group chat icon.

To chat on or off-the-record

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

▶ While chatting, press the **Menu Key** and touch **Chat off record**.

To return to on-the-record chatting, press the **Menu Key** and touch **Chat on record**.

To end a chat

When you've finished your conversation, it's easy to end a chat session.

▶ From your Friends list, touch and hold the friend you want to stop chatting with. In the Context menu that opens, touch **End chat**.

OR

▶ From a chat screen, press the **Menu Key** and touch **End chat**.

Changing and Monitoring Online Status

Google Talk allows you to change how you appear to others; you can change your online status and status messages, as well as the picture that appears next to your name on your friends' list.

To change your online status

1. Touch the **Apps Key** > **Talk** .

2. Touch your email address at the top of your Friends list.

3. In the screen that opens, touch the drop-down status menu and choose an option.

In addition to the standard status settings described in the table below, you can also select a message that you've entered previously. You can also press the **Menu Key** 🔲 and touch **Clear custom messages** to erase them and start over.

Your status and any message you've entered appear in your friends' lists and in other locations where your status or status message are displayed.

Status Icons

Icons in Google Talk, Gmail, and other applications indicate your Google Talk status for you and your friends.

🟢	Available: Signed into Google Talk and available to chat
🟠	Away: Signed into Google Talk but not active
🔴	Busy: Signed into Google Talk but too busy to chat
⊗	Signed out of Google Talk
⚫	Invisible: Signed into Google Talk but appear signed out to others

To change your status message

1. Touch the **Apps Key** 🔲 > **Talk** 💬.

2. Touch your email address at the top of your Friends list.

3. Enter a new status message in the Status message field.

4. Touch **Done** to save your status message.

To change your picture

1. Touch your email address the top of your Friends list.

2. Touch your picture at the top left of the screen.

3. Touch **Change** to change your picture.
   (Or, touch **Remove** to simply remove it.)

4. Choose an image from your Gallery.

5. Crop the picture and touch the **Save** button.

Managing Your Friends List

Your Google Talk Friends list contains the friends you've invited to become friends or whose invitations you've accepted in Google Talk. Friends can invite each other to chat in Google Talk and see each others' online status in Google Talk and other applications, such as in Gmail.

The Google Talk Friends list is sorted by your friends' online status: active chats, online, busy, away, and offline. Within each grouping, friends are listed alphabetically.

To add a friend to your Friends list

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

1. From the Friends list, press the **Menu Key** and touch **Add friend**.

2. Enter your friend's Gmail address and touch **Send invitation**.

To view and accept an invitation to become a friend

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

1. Touch the invitation from either the Status Bar or the Friends list.

2. Touch **Accept** to chat with the contact, or **Cancel** if you don't want to chat with and share your Google Talk status with the sender.

To view a list of pending invitations to friends

▸ From the Friends list, press the **Menu Key** and touch **More** > **Invites**.

   All the friends to whom you've extended invitations to become friends on Google Talk appear in the list until they accept or cancel your invitation.

To view all friends or only those most popular with you

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

‣ In the Friends list, press the **Menu Key** 🔲 and touch **All friends**.

To switch back to just the friends with whom you chat most frequently, touch **Most popular** in the menu.

To add a friend to the 'Most popular' group

You can set a friend to always appear in your Most popular Friends list.

1. From the Friends list, touch and hold a friend's name.

   If you don't see the friend's name, press the **Menu Key** 🔲 and touch **All friends**.

2. Touch **Always show friend** in the menu that opens.

   To remove a friend from this list, touch and hold the friend's name from the Friends list. In the menu that opens, touch **Hide friend**.

To block a friend

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

1. From the Friends list, touch and hold the friend's name.
   If you don't see the friend, press the **Menu Key** 🔲 and touch **All friends**.

2. Touch **Block friend** in the menu that opens.

   You can view a list of your blocked friends by opening your Friends list and pressing the **Menu Key** 🔲 and touching **More** > **Blocked**. You can unblock a friend by touching the friend's name in the blocked list then touching the **OK** button in the dialog box that opens.

Changing Google Talk Settings

You can configure Google Talk to send you a notification with the contents of each message that you receive in a chat, and also to sound a ringtone or vibrate the phone.

You can also configure Google Talk to sign you in automatically when you turn on your phone, and you can set whether the mobile indicator is

displayed next to your name in other people's Friends lists.

To configure notifications for new Google Talk messages

1. From the Friends list, press the **Menu Key** 🔲 and touch **Settings**.

2. Checkmark **IM notifications** to receive a notification in the Status Bar when a new chat message arrives.

3. Touch **Select ringtone** to open a list of the ringtones that will ring to notify you of a new chat.

4. Touch **Vibrate** to choose the vibration setting when you receive notification of a new chat.

5. Touch **Invitation notifications** to receive a notification in the Status Bar when friend invitations are received.

To show or hide the mobile indicator to friends

1. From the Friends list, press the **Menu Key** 🔲 and touch **Settings**.

2. Checkmark or uncheckmark **Mobile indicator**.

   If **Mobile indicator** is checkmarked, your friends see an outline of an Android™ next to your name in their Friends list when you're signed into Google Talk on an Android phone.

To set whether you sign into Google Talk automatically

1. From the Friends list, press the **Menu Key** 🔲 and touch **Settings**.

2. Checkmark or uncheckmark **Automatically sign in**.
   When **Automatically sign in** is checkmarked, you are signed into Google Talk when you turn on your phone.

To set Google Talk to change your status

1. From the Friends list, press the **Menu Key** 🔲 and touch **Settings**.

2. Checkmark or uncheckmark **Automatic away-status**.

   When **Automatic away-status** is checkmarked, your status will automatically be changed to Away when the screen is turned off.

The Phone application

The phone features of your device include many ways to make calls.

  ▸ Press the **Home Key** 🏠 and then touch the **Phone Key** 📱 in the Quick Keys bar at the bottom of the screen.

    The **Phone** application has four tabs across the top of the screen: **Phone**, **Call log**, **Contacts**, and **Groups**. Using these tabs, you can dial manually or make calls automatically from information you've stored in your phone.

Phone

This tab allows you to dial a phone number manually. You can also call voicemail using this keypad.

Call log

This tab displays the history of all your calls. From here you can call or contact any of the entries. To delete an entry, touch and hold the entry and then touch **Remove from call log**. To delete your Call log, press the **Menu Key** 📋 and touch **Delete all** or **Delete**, select the logs to delete and touch **Delete** once again.

Contacts

This tab displays your Contacts list. From here you can call or contact any of the entries based on the saved information or manage your Contacts list. Press the **Menu Key** 📋 to select **New contact**, **Delete**, **Send**, **Share**, **Back up now**, or **More** (**Display options**, **Speed dials**, **Accounts**, **Import/Export**, **My profile**).

Groups

This tab displays your contacts by group for each account type you have set up, starting with Favorites, followed by a list of recent frequent contact. From here you can call or contact any of the entries based on the saved information or manage your list. For additional options, press the **Menu Key** to select **New group**, **Send**, **Delete** and **Share**.

To add a Contact to your list of favorites:

1. From the Favorites group, press the **Menu Key** and touch **Add to favorites**, or touch the **Contacts** tab.

2. Touch the contact you want to add to your favorites.

3. Touch the star next to the contact's name.

Voice Dialer

Call a Contact by Voice Dialing

You can call numbers directly by saying the contact's name or number.

1. Touch the **Apps Key** > **Voice Dialer** .

2. Say "Call" or "Dial" then a name or a phone number.

   Or, you can say "Redial" to redial the last number dialed.

3. If a list of results is displayed, touch the one you want to use.

Open an Application using Voice Dialer

1. Touch the **Apps Key** > **Voice Dialer** .

2. Say "Open" and then an application name.

3. If a list of results is displayed, touch the one you want to use.

   The device opens the corresponding application.

Camera

To open the **Camera** application, touch the **Apps Key** ▦ > **Camera** ⬤.

Getting to know the viewfinder

Scene mode – Adjust for better image capture in different environments. Choose from Auto, Portrait, Landscape, Sports, Night, and Sunset.

Brightness – Defines and controls of the amount of light entering the lens. Slide the brightness indicator along the bar, toward "-" for a lower brightness image, or toward "+" for a higher brightness image.

Zoom – Zoom in or zoom out. The **Volume Keys** will also adjust the zoom.

Gallery – Accesses your saved photos from within camera mode. Simply touch this icon and your Gallery will appear on the screen.

Video mode – Slide this icon to down to switch to video mode.

Capture – Touch to take a photo.

Settings – Opens the Camera settings menu. See "Photo options".

Focus – Allows you to set the the focus of the photo subject. See "Using the focus mode" (p 119).

NOTE Default resolution is **3M (2048x1536)**.

Photo options

You can make adjustments to optimize your shot. The following options are available:

- **Image size**: 3M (2048x1536), 2M (1600x1200), 1M (1280x960), VGA (640x480), QVGA (320x240).

- **ISO**: Controls the camera's sensitivity to light. Choose from Auto, 400, 200, 100.

- **White balance**: Improves color qualities under different lighting conditions. Choose from Auto, Incandescent, Sunny, Fluorescent, and Cloudy.

- **Color effect**: Applies artistic effects to pictures. Choose from Off, Mono, Negative, Aqua, or Sepia.

- **Timer**: Off, 3 secs., 5 secs., or 10 secs.

- **Shot mode**: Normal, Continuous shot, Smile shot, Beauty shot, Art shot, Panorama, Face effect, or Cartoon.

- **Image Quality**: Super fine, Fine, or Normal.

- **Auto review**: On or Off.

- **Shutter sound**: Tone 1~ 4, Off.

- **Tag location**: Off or On.

  > **TIP!** You can close all the setting icons to give a clearer viewfinder screen. Just touch the center of the viewfinder once. To recall the options, touch the screen again.

Using the focus mode

You can select from the following focus options:

Auto Sets the camera to focus automatically.

Macro Sets the camera to be able to take extreme close-ups. If you are trying to take a close-up shot but the focus box remains red, try turning the Macro mode on.

Face tracking Sets the camera to detect and focus on human faces automatically.

Manual Sets the camera to focus manually.

Taking a quick photo

1. Open the **Camera** application.

2. Holding the phone horizontally, point the lens toward the subject you want to photograph.

3. Touch and hold the **Capture** button lightly and a focus box will appear in the center of the viewfinder screen.

4. Position the phone so you can see the subject in the focus box.

5. When the focus box turns green, the camera has focused on your subject.

6. Take your finger off the **Capture** button .

Once you've taken the photo

Your captured photo will appear on the screen until you touch an option or icon to proceed.

> **NOTE**   Simply touch the screen to redisplay photo options if they recede from the screen.

The following options are available after taking a photo:

Share   Touch to share your photo using **Bluetooth**, **Email**, **Gmail**, **Messaging, Picasa** or any other application you've downloaded that supports this feature.

Set as   Touch to use the image as a **Contact icon** or **Wallpaper**.

Rename   Touch to edit the name of the selected picture.

⊖ Touch to delete the image, then touch the **OK** button to confirm.

⊕ Touch to take another photo immediately. Your current photo will be saved to your Gallery.

⊙ Touch to view the Gallery of your saved photos.

Viewing your saved photos

You can access your saved photos from Camera mode. Just touch **Gallery** ⊙, then touch a photo to display it.

> **TIP!** Slide your finger left or right to view other photos or videos.

While viewing a photo, touch the screen to access the following options:

Slideshow Touch to see your photos played in a slideshow.

Menu Touch to open a menu of options including **Share**, **Delete**, or **More. More** provides the following additional options:

Details Touch to display information about the selected photo (e.g., file type, file size, etc.).

Set as Sets the photo as the icon identifying a contact or sets it as your phone wallpaper.

Crop Allows you to manually crop the photo. Use your finger to move or resize the cropping box to encompass only the part of the photo you want to see, then touch **Save**.

Rotate Left Touch to rotate the photo counter-clockwise.

Rotate Right Touch to rotate the photo clockwise.

Video Camera

To open the Video Camera, touch the **Apps Key** [img] > **Camera** [img]. Slide the Camera mode icon down for Video mode.

Getting to know the viewfinder

Resolution – Allows you to choose from **VGA** (**640x480**), **QVGA** (**320x240**) and **QCIF** (**176x144**).

Brightness – Defines and controls of the amount of light entering the lens. Slide the brightness indicator along the bar, toward "-" for a lower brightness video, or toward "+" for a higher brightness video.

Zoom – Zoom in or zoom out. The **Volume Keys** will also set the zoom. Set the zoom before starting a video. You cannot change the zoom setting during recording.

Gallery – Accesses your saved photos and videos from Video mode.

Video mode – Switches between Camera and Video. Slide up for Camera mode and slide down for Video mode.

Capture – Starts video recording.

Settings – Opens settings options.

Scene mode – Allows you to set the type of scene to be recorded.

Video settings options

- **White balance**: Improves color qualities under different lighting conditions. Choose from Auto, Incandescent, Sunny, Florescent, Cloudy.

- **Color effect**: Applies artistic effects to videos. Choose from Off, Mono, Negative, Aqua, Sepia.

- **Recording mode**: Normal or MMS.

- **Video quality**: Super fine, Fine, or Normal.

- **Audio recording**: On or Mute.

- **Auto review**: On or Off.

Recording a quick video

1. Open the **Camera** application.
2. Slide the **Camera mode** icon [image] down to change to Video mode. The Camera mode icon changes to [image] and the Capture button changes to [image].
3. The Video camera's viewfinder will appear on the screen.
4. Holding the phone horizontally, point the lens toward the subject of the video.
5. Touch the **Capture** button [image] once to start recording.
6. REC at the bottom of the viewfinder turns red and the video length timer begins counting.
7. Touch [image] on the screen to stop recording.

After recording a video

A still image representing your video will appear on the screen until you touch an option or icon to proceed.

> **NOTE**   Simply touch the screen to redisplay video options if they recede from the screen.

The following options are available:

Play Touch to play the video you just recorded.

Share Touch to share your video using Bluetooth, Email, Gmail, Messaging, YouTube, or any other compatible applications you have downloaded.

> **NOTE**   Additional charges may apply when MMS messages are downloaded while roaming.

Rename Touch to edit the name of the selected video.

[image] Touch to delete the video you just made, and confirm by touching the **OK** button. The viewfinder will reappear.

[image] Touch to record another video right away. Your current video will be saved in your Gallery.

[image] Touch to view the Gallery of your saved videos.

Watching your saved videos

1. In the viewfinder, touch **Gallery** [image].

2. Your Gallery will appear on the screen.

3. Touch a video to play it automatically.

Your Photos and Videos

Adjusting the volume when viewing a video

To adjust the volume of a video while it is playing, use the **Volume Keys** on the left side of the phone.

Setting a photo as wallpaper

1. Touch the photo you want to set as wallpaper to open it.
2. Touch **Menu** at the bottom of the screen to open the Options menu. If **Menu** disappears, touch the screen to redisplay it.
3. Touch **More** > **Set as** > **Wallpaper**.
4. Crop the photo, if necessary, then touch the **Save** button.

Gallery

Opening Gallery and Viewing Your Albums

Open the **Gallery** application to view albums of your pictures and videos.

To open Gallery and view your albums

▸ Touch the **Apps Key** ▦ > **Gallery** 🖼.

   OR

▸ Open Gallery from the **Camera** application by touching **Gallery** 📷.

   The **Gallery** application presents the pictures and videos saved in your phone (external memory), including those you've taken with the **Camera** application and those you downloaded from the web or other locations.

   If you have a Picasa™ account synchronized with one of your phone's Google™ Accounts, you'll also see your Picasa web albums in Gallery.

▸ Touch an album to open it and view its contents.
  The pictures and videos in the album are displayed in chronological order (except from Camera).
▸ Touch a picture or video in an album to view it.
▸ Return to the main Gallery screen at any time by touching ▣ at the top left of the screen.

Working with Albums

Albums are groups of images and videos in folders on your microSD card or in Picasa web albums.

To open an album and view its contents

▸ Touch the **Apps Key** ▦ > **Gallery** ▣ and touch the album whose contents you want to view.

———Album view switch

———Image slider bar

▸ Use the slider bar at the bottom of the screen to scroll horizontally through your pictures and videos.

▸ The date of the images in view is displayed, so you can scroll by date.

▸ You can also scroll through an album by swiping the screen left or right.

To change how the contents of an album are displayed

You can view the images and videos in your albums in a chronological grid (except from Camera) or in stacks, sorted by the date and the location where they were taken. You switch album views with the Album View switch at the top right of the screen.

▸ Drag the Album View switch to the right to view the contents of the album in stacks.

▸ Drag the Album View switch to the left to view the album contents in a chronological grid (except from Camera) again.

Pinch peek

While browsing your images in stacks, you can use a spread gesture to open up the contents of an image stack. Photos contained within that stack are then smoothly cycled between your two fingertips.

To Work with Batches of Pictures or Videos

In addition to working with whole albums and with individual pictures, you can select one or more pictures or videos in an album to work on them in batches. For example, to send a few pictures from an album to a friend.

1. Touch the **Apps Key** ▦ > **Gallery** ▰.

2. Open the album that contains the pictures and videos you want to work with as a batch.

3. Press the **Menu Key** ▣.

4. Touch the pictures you want to work with to checkmark them. Touch a checkmarked item to remove the checkmark.

   You can checkmark all items or remove all checkmarks, by touching **Select All** or **Deselect All** at the top of the screen.

5. Use the control buttons at the bottom of the screen to perform actions on the checkmarked items. The control buttons available depend on the mix of items you've selected.

To share an album

You can share the entire contents of one or more albums or individual images or videos from an album.

1. Touch the **Apps Key** ▦ > **Gallery** ▰.

2. Press the **Menu Key** ▣.

3. Checkmark or uncheckmark the album(s) you want to share.

4. Touch **Share** at the bottom left of the screen and touch the application you would like to use to share the selected albums.

5. Enter the necessary information and share it.

To get details about an album

1. Touch the **Apps Key** ▦ > **Gallery** ▰.

2. Press the **Menu Key** ▣.

3. Checkmark or uncheckmark the album(s) you want to see details about.

4. Touch **More** at the bottom right of the screen, then touch **Details** from the pop-up menu.

To delete an album

You can delete an album and its contents from your microSD card.

1. Touch the **Apps Key** ▦ > **Gallery** ▆.

2. Press the **Menu Key** ▣.

3. Checkmark or uncheckmark the album(s) you want to delete.

4. Touch **Delete** at the bottom center of the screen. Touch **Confirm Delete** in the pop-up menu.

Working with Pictures

Use Gallery to view pictures that you've taken with the **Camera** application, downloaded, copied onto your microSD card, or that are stored in Picasa web albums.

To view and browse pictures

1. Touch the **Apps Key** ▦ > **Gallery** ▆ and then touch a picture.

▸ Turn the phone to view the picture in vertical (portrait) or horizontal (landscape) orientation. The picture is displayed (but not saved) in the new orientation.

▸ Touch the picture to view navigation, zoom, and other control buttons.

▸ To zoom, touch a zoom icon (+ or -), use the pinch-to-zoom method, or just double-tap the screen.

▸ When the picture is zoomed in, you can drag the picture to view parts that are not in view.

▸ When the picture is zoomed to fit in the window, drag left or right to view the next or previous picture in the album.

To watch a slideshow of your pictures

‣ While viewing a picture, touch the screen to view the control buttons then touch **Slideshow**.

‣ Touch the screen, or press the **Back Key** ⬅, to end the slideshow.

To rotate a picture

1. Touch a picture you want to rotate then touch **Menu** at the bottom of the screen.

2. Touch **More**. A menu opens with tools for working with the picture.

3. Touch **Rotate Left** or **Rotate Right**.

The picture is saved with the new orientation.

To use a picture as a contact icon or as Home screen wallpaper

1. Touch the picture you want to use then touch **Menu** at the bottom of the screen.

2. Touch **More**.

3. Touch **Set as**.

4. Touch **Contact icon** to set the picture to identify a Contact entry or touch **Wallpaper** to set the picture as your wallpaper.

5. If you choose to set as a contact icon, the **Contacts** application will open. Touch the contact that you want to identify with the picture. If you decide to set the picture as your wallpaper, crop it, if necessary then touch the **Save** button.

To crop a picture

You can crop and save pictures that are stored on your microSD card.

1. Touch the picture you want to crop then touch **Menu** at the bottom of the screen.

2. Touch **More**.

3. Touch **Crop**.

   The cropping box appears on top of the picture.

4. Use the cropping box to select the portion of the picture to keep; the rest of the photo will be discarded.

   ‣ Drag from the inside of the cropping box to move it.

   ‣ Drag an edge of the cropping box to resize it to any proportion.

   ‣ Drag a corner of the cropping box to resize it with fixed proportions.

5. Touch the **Save** button to save a copy of the picture as you cropped it. The original uncropped version remains in your phone's memory.

To get details about a picture

1. Touch the picture you want then touch **Menu** at the bottom of the screen.

2. Touch **More**.

3. Touch **Details**.

To share a picture

You can share a picture by sending it to friends or posting it in a Picasa web album.

1. Touch the picture you want to share then touch **Menu** at the bottom of the screen.

2. Touch **Share**.

3. In the menu that opens, touch the application to use to share the selected picture.

4. Enter the necessary information and share it.

To delete a picture

You can delete a picture from your microSD card.

1. Touch the picture you want to delete then touch **Menu** at the bottom of the screen.

2. Touch **Delete**, then touch **Confirm Delete** in the dialog box that opens.

Working with Videos

Use the **Gallery** application to play videos that you've taken with the **Camera** application and to share them with friends.

To play videos

▸ Open a Gallery album then touch a video.

The video plays in the orientation you recorded it in.

▸ Touch the screen while the video is playing to view the playback controls.

To share a video

You can share your videos in a variety of ways, including sending it by email or multimedia message (MMS), or via a Bluetooth device. You even have the option to share your videos publicly by uploading it to the YouTube™ website.

1. Touch the **Apps Key** ▦ > **Gallery** ▭, then touch an album.

2. While viewing an album, press the **Menu Key** ▣.

3. Touch to checkmark the videos you wish to share.

4. Touch **Share**.

5. In the menu that opens, touch the application you would like to use to share the selected videos.

6. Enter the necessary information and share it.

To delete a video

1. Touch the **Apps Key** ▦ > **Gallery** ▭, then select an album.

2. While viewing an album, press the **Menu Key** ▣.

3. Touch to checkmark the videos you want to delete.

4. Touch **Delete**.

5. Touch **Confirm Delete**.

Market

Opening Android Market and Finding Applications

Open Android Market to browse and search for free and paid applications.

To open the Android Market application

▶ Touch the **Apps Key** ▦ > **Market** .

   When you open the **Android Market** application for the first time, you must read and accept the terms of service to continue.

To get help with Android Market

Android Market Help webpages are available from all Android Market screens.

▶ Press the **Menu Key** ◨ and touch **Help**.

   The **Browser** application opens to the Android Market Help page, with links to many help topics.

To browse for applications

You can browse applications by category and sort them in different ways.

1. On the Android Market homepage, touch a top-level category. These are displayed as tab buttons near the top of the screen and include **Apps** and **Games**.

2. Scroll to view subcategories and touch the one you want to explore.

3. Touch an application to open its details screen, or further sort the subcategory by touching **Top paid**, **Top free**, or **Just in**.

To open a screen with details about an application

‣ At any time while browsing Android Market, touch an application to open its details screen.

The Application details screens include a description, ratings, comments, and related information about the application. From this screen, you can download, install, uninstall, and rate the application, and more.

To search for applications

1. Touch at the top right of the screen or press the **Search Key** .

2. Enter all or part of an application's name or description, or the developer's name you want to search for then touch or **Go** on the keypad.

3. Touch a search result to open that application's details screen.

To return to the Android Market home screen

You can return directly to the Android Market home screen from most other screens in Android Market.

‣ Touch the **Market** icon at the top left of the screen.

OR

‣ Press the **Menu Key** and touch **Home**.

Downloading and Installing Applications

When you find an application you want, you can install it on your phone.

To download and install an application

NOTE   Before you can download a paid application, you must set up a billing arrangement.

1. Find an application you want and open its details screen.

In the application's details screen, you can read more about the application, including its cost, overall rating, and comments by users. Scroll down to the Developer Info section to view more applications by this developer, visit the developer's website, or send the developer an email message.

2. Press the **Menu Key** 🔲 and touch **Security** to preview the functions and data the application can access on your phone if you install it.

   If you're not comfortable with the access the application requires, don't continue.

3. Touch **Free** (for free applications) or **Buy** (for paid applications).

   If the application requires access to your data or control of any functions on your phone, Market tells you what the application can access.

   WARNING!
   > Read this screen carefully. Be especially cautious with applications that have access to many functions or to a significant amount of your data. Once you touch **OK** on this screen, you are responsible for the results of using this item on your phone.

4. If you agree to the application's access requirements, touch **OK**.

   ▶ If you selected a paid application, you're redirected to the Google™ Checkout screen to pay for the application before it's downloaded to your phone.

   ▶ If you selected a free application (or after touching **Buy now** in Google Checkout), you receive a series of notifications as the application is downloaded and then installed on your phone.

   When the application is installed, you can touch the notification to open the application or open it by touching its icon in the Apps screen.

   You have 24 hours to try out an application and, if you decide you don't want it, to uninstall it for a refund.

If you have another Android™ phone, you can download a paid application to that phone using the same Android Market account, at no additional charge.

To create a Google Checkout account

You must have a Google Checkout account associated with your Google Account to purchase items from Android Market.

▸ On your computer, go to http://checkout.google.com to establish a Google Checkout account.

OR

▸ The first time you use your phone to buy an item from Android Market, you're prompted to enter your billing information to set up a Google Checkout account.

WARNING!
When you've used Google Checkout once to purchase an application from Android Market, the phone remembers your password, so you don't need to enter it the next time. For this reason, you should secure your phone to prevent others from using it without your permission.

Music

Transferring Music Files to Your Phone

The **Music** application plays audio files that are stored on your phone's microSD card. Copy audio files from your computer onto the microSD card before you open the **Music** application. The **Music** application supports audio files in numerous formats, including MP3, M4A (DRM-free AAC files, from iTunes®), AMR, MIDI, and OGG Vorbis.

> **NOTE** The LG USB driver needs to be installed on your PC before connecting your phone to transfer music.

To copy music files onto the phone's microSD card

1. Connect the phone to your computer with a USB cable. If the default connection mode is not set to Mass Storage, open the Notifications panel and touch **USB connected** > **Mass Storage**. Your computer will prompt you with different actions to take. Choose to open the folder to view files.

   ▶ Use the computer to organize your audio files then create a music folder at the top level of the microSD card.

   > **NOTE** The AS680 can use a removable microSD card to store user content, such as photos, videos, and voice recordings.

2. Use the computer to copy music and other audio files into the folder that you created on the microSD card.

   ▶ You can use subfolders on the microSD card to organize your music files or you can simply copy the audio files to the top level of the microSD card.

3. Open the Notifications panel and touch **USB connected** > **Charge Only**. Then disconnect the USB cable from the phone.

Opening Music and Working with Your Library

After you've copied some music onto your microSD card you can open the **Music** application and view your library of music files, sorted in one of four ways.

To open Music and view your music library

▶ Touch the **Apps Key** ▦ > **Music** ◉.

The **Music** application searches the microSD card for music files you copied to your card, then builds a catalog of your music based on the information contained in each music file. This can take from a few seconds to several minutes, depending on how many files you have copied onto the microSD card.

When the catalog is complete, the Music library screen opens with tabs that you can touch to view your music library organized by Artists, Albums, Songs, or Playlists.

To search for music in your library

1. Open the main Library screen and press the **Search Key** 🔍.
2. Start typing the name of the artist, album, or track you're looking for. Matching songs are displayed in the list below the search box.
3. Touch a matching song to play it or touch a matching album or artist to view a list of associated songs.

To delete a song from the microSD card

You can delete music from the storage card.

  ‣ Touch and hold a song in a library list. In the Context menu that opens, touch Delete.

    OR

  ‣ On the Playback screen, press the **Menu Key** and touch Delete.

    You can also delete music files from the microSD card when your phone is connected to the computer. To do this, browse for the music files you want to delete and delete them from the folder.

Playing Music

You can listen to music using the phone's built-in speaker, through a wired headset, or through a wireless Bluetooth stereo headset that supports the A2DP profile.

To play music

  ‣ Touch a song in your library to listen to it.

    OR

  ‣ While viewing a list of tracks in an album, press the **Menu Key** and touch Play all.

    The Playback screen opens and the song you touched or the first song in the album or other playlist starts to play. Your music continues to play even when you switch applications or receive a phone call. The tracks in the current playlist play in order until it reaches the end, then stops. If you choose a repeat option, playback only stops when you stop it.

You can return to the Playback screen from most other screens in the **Music** application by touching the currently playing song at the bottom of the screen.

You can return to the Playback screen from any other application by opening the Notifications panel and touching the ongoing music notification.

To control playback

The Playback screen contains several icons that you can touch to control the playback of songs, albums, and playlists:

‖	Touch to pause playback.
▶	Touch to resume playback.
▶‖	Touch to skip to the next track in the album, playlist, or shuffle.
‖◀	Touch to restart the current track or skip to the previous track in the album, playlist, or shuffle.
☰	Touch to open the current playlist.
⤭	Touch to play the current playlist in shuffle mode (tracks are played in random order).
⟳	Touch to set repeat mode to repeating all songs, repeat current song, or repeat off.
♫	Touch to return to the main Library screen.

To control playback volume

In addition to the techniques for setting media volume, you can control the volume of music in the **Music** application.

‣ Press the phone's up/down **Volume Keys**.
A panel opens to show the current media volume.
Some headsets include their own volume controls or ways to pause and resume playback or to skip tracks.

To play your tracks in a party shuffle

When you turn on Party Shuffle, the **Music** application plays tracks from your microSD card in random order until Party Shuffle is turned off.

‣ In a Library screen, press the **Menu Key** ▣ and touch **Party shuffle**.

The **Music** application creates a playlist of tracks selected randomly from your microSD card and starts playing them.

‣ View the current playlist that Party Shuffle is playing by touching the **Playlist** icon ▣ on the Playback screen.

‣ Add a track to the end of the Party Shuffle playlist by touching and holding the name of a track in your library. In the Context menu that opens, touch **Add to playlist** > **Current playlist**.

‣ To stop Party Shuffle press the **Menu Key** ▣ and touch **Party shuffle off**.

To customize settings in the Playback or a Library screen

Press the **Menu Key** ▣ and touch **Settings**.

‣ **Show notification** Shows the controller on the notification bar.

‣ **Sleep timer** Turns off the player automatically. Touch the following options to apply sleep timer: Off, After 10 minutes, After 20 minutes, After 30 minutes, After 1 hour, After 2 hours

‣ **Equalizer (Earphone only):** Off, Classical, Dance, Flat, Folk, Heavy Metal, Hip Hop, Jazz Pop, Rock

To use a song as a ringtone

You can use a song as your phone ringtone, in place of one of the ringtones that come with the phone.

‣ Touch and hold a song in a Library list. In the Context menu that opens, touch **Use as ringtone**.

   OR

‣ On the Playback screen, press the **Menu Key** and touch **Use as ringtone**.

Working with Playlists

You can create playlists to organize your music files into sets of songs, which you can play in the order you set or in a shuffle.

To create a playlist

1. While viewing a list of songs in the Library, touch and hold the first song you want to add to the new playlist.

2. Touch **Add to playlist**.

3. Touch **New**.

4. Enter a name for the playlist and touch **Save**.

   The new playlist is added to the Playlist library.

   You can also add the song that is playing in the Playback screen as the first song in a playlist by pressing the **Menu Key** and touching **Add to playlist**.

To add a song to a playlist

1. While viewing a list of tracks in the Library, touch and hold a song to display a Context menu.

2. Touch **Add to playlist**.

3. Touch the name of the playlist to add the song to.
   You can also add the song that is playing in the Playback screen to a playlist by pressing the **Menu Key** 🔲 and touching **Add to playlist**.

To remove a song from a playlist

1. Open a playlist.

2. Touch and hold the song you want to remove then touch **Remove from list**.

To delete or rename a playlist

1. Open the Playlist library.

2. Touch and hold the playlist to display the Context menu then touch **Delete** or **Rename**.

Video player

You can play a wide variety of videos using the Video player. The video player supports the following file formats: 3gp, 3g2, mp4, wmv (Codec: MPEG4, H.263, H.264, VC-1).

• Supported file formats are dependent on the software version of the phone.

To open the Video player application

1. Touch the **Apps Key** ⊞ > **Video player** 🔲 .

2. Touch the video you want to play.

Playback controls

Touch the screen to display the playback controls. The following options allow you to control the video playback:

❚❚	Pause playback.
▶	Play a video file.
▶▶	Touch and hold to fast-forward playback.
◀◀	Touch to start playing the video from the beginning. Touch and hold to rewind playback.

Video player list options

The following options are available from the Video player list screen:

▸ **Delete** Press the **Menu Key** ▣ and touch **Delete,** then touch each video to delete. When all files to be deleted have been checkmarked, touch **Delete** > **OK** to confirm.

YouTube™

Opening YouTube and Watching Videos

You can browse, search for, view, upload, and rank YouTube videos on your phone with the **YouTube** application.

To open the YouTube application

▸ Touch the **Apps Key** [icon] > **YouTube** [icon].

   Touch a video to watch it or touch [icon] to take other actions on the video.

To watch and interact with YouTube videos

▸ Touch a video to play it.

▸ Touch the screen to view the Playback controls. You can pause and play the video or drag the slider to the point in the video you want to watch.

▸ Press the **Back Key** [icon] to stop playback and return to the videos list.

▸ Press the **Menu Key** 🔲 for the following options: **Home**, **Browse**, **Search**, **My Channel**, **Upload**, and **Settings**.

For details about these features, visit the YouTube website.

To search for videos

1. At the top of the main YouTube screen, touch 🔍 or press the **Search Key** 🔍.
2. Enter the text to search for or touch the **Microphone icon** 🎤 to search by voice.
3. Touch a suggestion below the search box or touch the **Search icon** 🔍.
4. Scroll through the search results and touch a video to watch it.

To share your videos on YouTube

You can record and share a video using the **YouTube** application. First, you must create a YouTube account and sign into it on your phone.

You can also share the videos you record with the **Camera** application by uploading them to YouTube.

1. Touch 📹 at the top right of main YouTube screen.
2. If you want to set any configurations manually, touch the screen to open the video camera settings.
3. Point the lens to frame the scene where you want to start.
4. Touch 🔴 to start recording.
5. Touch 🔴 to stop recording.
6. Touch ⏺.

The YouTube Upload details screen is displayed.

7. Touch **More details** to enter a title, description, and tags for your video.
8. If you want to share the video with everyone, checkmark **Public**. If not, touch **Private**.
9. Touch the **Upload** button.

Voice Recorder

The **Voice Recorder** application records audible files for you to use in a variety of ways. Use them simply to remind you about something you don't want to forget (like a grocery list) or record sound effects that you can attach to a message or set as a ringtone for calls.

Record a Voice Memo

1. Touch the **Apps Key** ▦ > **Voice Recorder** .
2. Touch the **Record icon** to start recording.
3. Speak into the microphone.
4. When you're finished, touch the **Stop** icon .

   The recording is automatically saved to your recordings list.

   ▸ Touch the **Play** icon to listen to your recording.
   ▸ Touch the **Record** icon to record a new voice memo.
   ▸ Touch the **List** icon to view your list of recordings.

Play a Voice Memo

1. Touch the **Apps Key** ▦ > **Voice Recorder** .

2. Touch the **List** icon .

3. Touch the voice memo you want to play.

   NOTE   You can send the voice memo to others by touching and holding a voice memo and touching **Share**.

Managing your Voice Memos

1. Touch the **Apps Key** ▦ > **Voice Recorder** .

2. Touch the **List** icon .

3. Press the **Menu Key** and touch **Share** or **Sort by**.

   ▸ Touch **Share** to send via Bluetooth, Email, Gmail, Messaging, or other compatible applications you have downloaded.
   ▸ Touch **Sort by** to choose how to display the list, either by date or by name.

Calendar

Viewing Your Calendar and Events

Open the **Calendar** application to view events you've created or that others have invited you to.

When you first set up your phone, you configured it to use an existing Google Account or you created a new account. The first time you open the **Calendar** application on your phone, it displays any existing calendar events from your Google Account on the web.

You can add additional accounts with Google Calendar or Microsoft Exchange calendars to your phone, and configure them to display in Calendar.

When you first set up Calendar to synchronize events on your phone, it includes events from the previous month through one year in the future. Subsequently, Calendar keeps a year's worth of future events synchronized between your phone and the web, plus any later events that you add to your calendar using Calendar on your phone.

To open the Calendar application

▸ Touch the **Apps Key** ▦ > **Calendar** 📅.

   Events from each account you've added to your phone and configured to synchronize calendars is displayed in Calendar.

   Events from each calendar are displayed in a different color.

To change your calendar view

▸ Access calendar view choices by pressing the **Menu Key** ▣ and touching **Agenda**, **Day**, **Week**, or **Month**.

   Each view displays the events in your calendar for the period of time specified.

▸ To view more information about an event in Agenda, Day, or Week view, touch the event.

▸ To view the events of a day in Month view, touch a day.

Working in Agenda View

Agenda view is a list of your events in chronological order. All-day and multi-day events are listed at the start of each day.

To switch to Agenda view

  ▸ Press the Menu Key 🔲 and touch Agenda.

To learn more about events in Agenda view

  ▸ Touch an event.

    A screen with details about the event opens.

Working in Day View

Day view displays a chart of the events of one day, in a table of one-hour rows. The current time will be highlighted. All-day and multi-day events are displayed at the top. Part of the title of each event is displayed in the rows that correspond to when it occurs.

To switch to Day view

  ▶ Press the **Menu Key** 🔲 and touch **Day**.

To learn more about events in Day view

  ▶ Touch an event to view its details.

  ▶ Touch and hold an event to open a Context menu to view, edit, or delete the event. Also allows you to create another new event in the same time slot for juggling multiple events.

To add an event in Day view

  ▶ Touch and hold an empty spot or an event in the day to open a Context menu then touch **New event** to create a new event at that time.

Working in Week View

Week view displays a chart of the events of one week. All-day and multi-day events are displayed at the top.

To switch to Week view

▶ Press the **Menu Key** 🔲 and touch **Week**.

To learn more about events in Week view

▶ Touch an event to view its details.

▶ Touch and hold an event to open a Context menu to view, edit, or delete the event. Also allows you to create another new event in the same time slot for juggling multiple events.

To add an event in Week view

▶ Touch and hold an empty spot or an event in the week to open a Context menu then touch **New event** to create a new event at that time.

Working in Month View

Month view displays a chart of the events of the month. Segments of each day with scheduled events are blue in the day's vertical bar.

To switch to Month view

▶ Press the **Menu Key** 🔲 and touch **Month**.

To view more information about events in Month view

▶ Touch a day on the calendar. You can then touch the event to view more information about it.

Viewing Event Details

You can view more information about an event in a number of ways, depending on the current view.

To view information about an event

▸ In Agenda, Day, or Week view, touch an event to view its details.

▸ In Month view, touch a day to display the events below the calendar. Then touch an event to view its details.

Touch the **Attending** field to set or change whether you'll attend the event.

Other attendees' status is displayed below your own.

Touch the **Reminders** field to change reminder settings, or touch ⊕ to add a reminder.

If you have permission to change events, you can press the **Menu Key** 🔲 to add reminder, edit, or delete the event.

Creating an Event

You can use the **Calendar** application on your phone to create events that appear on your phone and in Google Calendar on the web.

To create an event

1. In any Calendar view, press the **Menu Key** 🔲 and touch **New event** to open an Event details screen for a new event.

You can also touch and hold a spot in Day, Week, or Month view. In the Context menu that opens, touch **New event** to open the Event details screen with that day and time already entered.

2. Add details about the event.

Enter a name, time, and optional additional details about the event.

If you have more than one calendar, you can choose the calendar to which to add the event.

Touch ⊕ to add more reminders.

3. Invite guests to the event.

In the **Guests** field, enter the email addresses of everyone you want to invite to the event. Separate multiple addresses with commas (,). If the people to whom you send invitations use Google Calendar, they'll receive an invitation in Calendar and by email.

4. Press the **Menu Key** ▫ and touch **Show extra options** ▤ to add details about the event.

5. Touch the **Done** button to save the event.

The event is added to your calendar.

Editing or deleting an event

You can edit or delete an event that you created on the phone or on the web. You can also edit or delete events created by others, if they have given you permission.

To edit an event

1. Touch an event to view its details.

2. Press the **Menu Key** ▫ and touch **Edit event**.

The Event Details screen opens.

Press the **Menu Key** ▫ and touch **Show extra options** ▤ to add or edit additional event details.

3. Make your changes to the event.

4. Touch the **Done** button to save the event.

To delete an event

There are a number of ways to delete an event.

‣ In Agenda view, touch an event to view its details. Then press the Menu Key 🔲 and touch **Delete event** > **OK**.

‣ In Day or Week view, touch and hold the event and then touch **Delete event** > **OK**.

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

Setting an Event Reminder

You can set one or more reminders for an event, whether or not you created the event or have permission to edit its other details.

To set an event reminder

1. Touch an event to view its details.

2. If no reminder is set, touch ⊕ to automatically add a reminder for 10 minutes before the event.

   If a reminder is already set, you can add an additional reminder by touching ⊕.

3. Touch the reminder field and, in the dialog box that opens, touch the length of time before the event that you want to be reminded of it.

   When the time comes, you receive a notification about the event.

   You can use Google Calendar on the web to configure additional reminder settings.

To delete an event reminder

1. Touch an event to view its details.

2. Touch ⊖ next to the reminder field.

Calculator

Allows you to perform simple mathematical calculations.

To open and use the Calculator

▸ Touch the **Apps Key** ▦ > **Calculator** ▤.

▸ Enter numbers and arithmetic operators on the Basic panel.

▸ Drag the Basic panel to the left to open the Advanced panel. You can also press the **Menu Key** ▣ and touch **Advanced panel**.

▸ Touch and hold the Calculator's display to open a Context menu where you can copy what you've entered and access other tools.

▸ Touch **Clear** to delete the last number or operator you entered. Touch and hold **Clear** to delete all of the entered information.

▸ Press the **Menu Key** ▣ and touch **Clear history** to delete all the calculated information.

Clock

You use the **Clock** application to access the Alarm, Slideshow, Music, and Home functions.

To open the Clock application

▶ Touch the **Apps Key** ▦ > **Clock** ⬛.

Touch to dim the screen.

Displays the battery charge level when the phone is plugged into a charger.

Touch to play music while the Clock is displayed.

Touch to play a slideshow of the pictures in your Gallery albums from the **Clock** application.

Touch to set an alarm.

Touch go to the Home screen.

If you press the **Menu Key** ⬛ from the **Clock** application, the following icons are displayed at the bottom of the screen: **Alarms** and **Add alarm**.

Add alarm: Touch to set a new alarm.

Alarms: Touch to go to the Alarm notification screen.

To set an alarm

You can set an alarm by modifying an existing alarm or by adding a new one.

1. Open the **Clock** application, then touch the **Alarm** icon ⬤ at the bottom of the screen.

2. Touch **Add alarm** or touch an existing alarm to modify the time or attributes as needed.

3. Set the alarm time, then touch the **Set** button.

   ‣ Enter the alarm time manually by scrolling the hour (or minutes) field.

   ‣ Set for morning or afternoon by touching **AM** or **PM**.

   Once you touch the **Set** button, the alarm is automatically turned on (indicated by the checkmark next to **Turn alarm on**).

4. Touch **Repeat** to open a dialog box to set when you want the alarm to sound.

   ‣ Touch the day(s), then touch the **OK** button.

   ‣ If you don't touch the Repeat setting, the alarm sounds only for the day it was set.

5. Touch **Ringtone** to open a dialog box to set the sound heard when the alarm sounds.

   ‣ Touch the sound (the ringtone plays briefly), then touch the **OK** button.

6. Touch **Vibrate** to checkmark the setting if you want the phone to vibrate in addition to playing the ringtone.

7. Touch **Label** to open a dialog box to enter a name for the alarm (such as "carpool" if you have to get up earlier than normal).

   ‣ Enter the text, then touch the **OK** button.

8. Touch the **Done** button when all the alarm attributes are set.

Alarms screen

The Alarms screen allows you to add new alarms as well as display your list of all added alarms.

Activating and deactivating alarms

Added alarms can be quickly activated or deactivated with a simple touch. Next to each alarm time is an alarm clock icon. A green line beneath the icon indicates the alarm is set and turned on, and a gray line indicates it is turned off. Touch an icon to toggle the alarm on or off.

Using alarms

As with any alarm, when an alarm you set goes off, you can choose to dismiss it or snooze. Access the alarm settings to set your alarm preferences.

Alarm Settings

The alarm settings allow you to set how the alarms react.

> **NOTE** Press the **Menu Key** from the Alarms screen to display icons to access the **Add alarm** and **alarm Settings**.

Alarm in silent mode: Checkmark this setting if you want the alarm to play even if your phone is set to silent mode.

Alarm volume: Opens a dialog box to set the volume separate from the device volume.

Snooze duration: Opens a dialog box to set how long before the alarm sounds after you touch the Snooze button.

Volume and Camera: Opens a dialog box to set how the **Volume Keys** and **Camera Key** are used for the alarm.

Polaris Viewer

Polaris Viewer 3.0 is a professional Mobile Office Solution which enables users to conveniently view various types of office documents including Word, Excel, PDF, and PowerPoint file extensions anywhere, anytime, using their mobile device.

Viewing Files

Mobile users now have the convenience of being able to view many types of documents on their mobile device, including Microsoft Office documents and Adobe PDF. When viewing these documents using Polaris Viewer 3.0, the objects and layout remain unchanged from their original documents.

▶ When you open a file and press the **Menu Key** , you can select **Go to page**, **Search** and **Menu**.

▶ The **Go to page** option allows you to easily jump directly to the page you want to view.

▶ The **Search** option allows you to easily find specific text within a document. You can also press the **Search Key** to search the document.

▶ The **Menu** option provides additional viewing options. Touch the **Menu Key** , then touch **Menu** to set **Fit to height** or **Fit to width**. Or you can return to the **First page** or jump to the **Last page** of the document.

Settings

Opening Settings

The **Settings** application contains most of the tools for customizing and configuring your phone. All of the settings in the **Settings** application are described in this section.

To open Settings

▶ From the Home screen, press the **Menu Key** 🔲 and touch **Settings** ⚙.

   OR

▶ Touch the **Apps Key** ▦ > **Settings** ⚙.

HAC statement

This phone has been tested and rated for use with hearing aids for some of the wireless technologies that it uses. However, there may be some newer wireless technologies used in this phone that have not been tested yet for use with hearing aids. It is important to try the different features of this phone thoroughly and in different locations, using your hearing aid or cochlear implant, to determine if you hear any interfering noise. Consult your service provider or the manufacturer of this phone for information on hearing aid compatibility. If you have questions about return or exchange policies, consult your service provider or phone retailer.

FCC Hearing-Aid Compatibility (HAC) Regulations for Wireless Devices

On July 10, 2003, the U.S. Federal Communications Commission (FCC) Report and Order in WT Docket 01-309 modified the exception of wireless phones under the Hearing Aid Compatibility Act of 1988 (HAC Act) to require digital wireless phones be compatible with hearing-aids. The intent of the HAC Act is to ensure reasonable access to telecommunications services for persons with hearing disabilities.

While some wireless phones are used near some hearing devices (hearing aids and cochlear implants), users may detect a buzzing, humming, or whining noise. Some hearing devices are more immune than others to this interference noise, and phones also vary in the amount of interference they generate.

The wireless telephone industry has developed a rating system for wireless phones, to assist hearing device users to find phones that may be compatible with their hearing devices. Not all phones have been rated. Phones that are rated have the rating on their box or a label located on the box.

The ratings are not guarantees. Results will vary depending on the user's hearing device and hearing loss. If your hearing device happens to be vulnerable to interference, you may not be able to use a rated phone successfully. Trying out the phone with your hearing device is the best way to evaluate it for your personal needs.

M-Ratings: Phones rated M3 or M4 meet FCC requirements and are likely to generate less interference to hearing devices than phones that are not labeled. M4 is the better/higher of the two ratings.

Hearing devices may also be rated. Your hearing device manufacturer or hearing health professional may help you find this rating. Higher ratings mean that the hearing device is relatively immune to interference noise. The hearing aid and wireless phone rating values are then added together. A sum of 5 is considered acceptable for normal use. A sum of 6 is considered for best use.

In the example to the left, if a hearing aid meets the M2 level rating and the wireless phone meets the M3 level rating, the sum of the two values equal M5. This should provide the hearing aid user with "normal usage" while using their hearing aid with the particular wireless phone. "Normal usage" in this context is defined as a signal quality that's acceptable for normal operation.

The M mark is intended to be synonymous with the U mark. The T mark is intended to be synonymous with the UT mark. The M and T marks are recommended by the Alliance for Telecommunications Industries Solutions (ATIS). The U and UT marks are referenced in Section 20.19 of the FCC Rules. The HAC rating and measurement procedure are described in the American National Standards Institute (ANSI) C63.19 standard.

When you're talking on a cell phone, it's recommended that you turn the BT (Bluetooth) mode off for HAC.

According to HAC policy (KDB 285076), we state this handset has not been rated for hearing aid compatibility with respect to the Wi-Fi capability.

For information about hearing aids and digital wireless phones

Wireless Phones and Hearing Aid Accessibility

http://www.accesswireless.org/Home.aspx

FCC Hearing Aid Compatibility and Volume Control

http://www.fcc.gov/cgb/consumerfacts/hac_wireless.html