Downloading Messages from the Server

1. In Messaging, tap **Accounts** → **Connect** to open a connection to the Internet or your corporate network, depending on the account. For information on connections, see Chapter 13.
2. The messages on your device and email server are synchronized: new messages are downloaded to the device Inbox folder, messages in the device Outbox folder are sent, and messages that have been deleted from the server are removed from the device Inbox.
3. Tap a message in the message list to open it.
4. If you read a message and decide that you need the full copy:
   - Tap **Edit** → **Mark for Download** while in the message window.
   - If you are in the message list, tap and hold the message, and then tap **Mark for Download**.
5. When finished, tap **Accounts** → **Disconnect**.

- If you selected some items when setting up an email account, then the mail attachments or entire messages may be downloaded.
- Receiving entire messages consumes storage memory.
- The size column in the message list displays the local size and server size of a message. Even when a message has been downloaded fully, these numbers may differ, because the size of a message can vary between the server and the device.

Reading and Responding to Messages

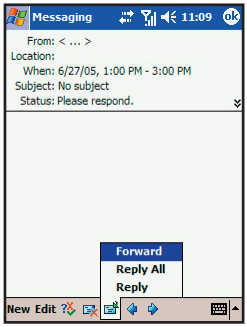
Downloading Messages

The way you download copies of messages depends on how you are receiving messages:

- If you receive email messages through ActiveSync, synchronization will be started.
- If you receive email messages through a remote email server, see the “Downloading Messages from the Server” section earlier in this chapter.
- Text messages will be automatically received when your phone is turned on. Otherwise, messages will be held by your service provider until the next time your phone is turned on.

Replying to or Forwarding a Message

1. Tap → **Messaging**.
2. Tap to open the message.
3. Tap the icon, and then tap **Reply**, **Reply All**, or **Forward**.
4. Enter your response. To quickly add common messages, tap **My Text** and tap a desired message.
5. Tap **Send**.



- Selections in **Tools** → **Options** → **Message** determine whether the original text is included.

Receiving Attachments

An attachment sent with an email message or downloaded from the server appears as an icon at the bottom of the message in its own window pane. Tapping the attachment icon opens the attachment if it has been fully downloaded. You can mark an attachment for downloading (IMAP4 account only) the next time when the phone is connected.

If you receive messages through synchronization:

1. Start ActiveSync on your desktop computer.
2. Click **File** → **Mobile Device**, and then select your Pocket PC Phone.
3. Click **Tools** → **Options**.
4. Select the message account, and then click **Settings** → **Include File Attachments**.

If you receive messages through a remote email server and have an IMAP4 account:

1. Tap → **Messaging**.
2. Tap **Accounts** → **Accounts** → **IMAP4**.
3. Tap **Next** until you reach **Server Information**, and then tap **Options**.
4. Tap **Next** twice, and then select **Get full copy of messages** and **When getting full copy, get attachments**.

- Embedded images and objects cannot be received as attachments.
- An embedded message can be viewed as an attachment when you are using IMAP4 to receive email. However, this feature will not work if TNEF is enabled so that you can receive meeting requests.

Receiving Meeting Requests

If you receive your email messages through ActiveSync, you will automatically receive meeting requests. If you connect directly to an email server, the server must be running Microsoft Exchange Server 5.5 or 2000 for you to receive meeting requests. If you are running Microsoft Exchange Server 2000, you will automatically receive meeting requests in your Inbox.

To receive meeting requests on Microsoft Exchange Server 5.5:

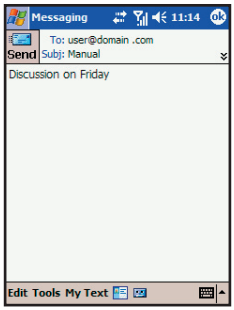
- Ask your system administrator to activate Rich Text Format and TNEF support for your account. If TNEF is enabled, you will not receive messages that are included in other messages as attachments, and you will not be able to tell if a message has an attachment until you get the full copy. In addition, download time may be longer.
- While setting up your mail account, select **Get file attachments**.

After you are set up to receive meeting requests:

1. If you connect directly to an email server and only receive message headers and/or a limited number of lines per message, tap and hold the message that you think is a meeting request, and then tap **Mark for Download**.
2. Open the meeting request.
3. Tap the icon and then tap **Accept**, **Tentative**, or **Decline**. If you want, you can also include a written message with the response. The response will be sent the next time that you synchronize or connect to your email server, and your device Calendar will be updated.

Composing and Editing a Message

Composing and Sending a Message

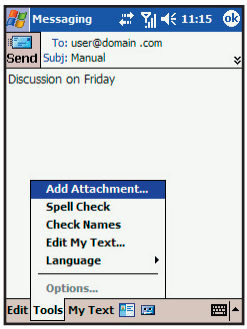


1. Tap → **Messaging**.
2. In the message list, tap **Accounts** and select the desired email account.
3. Tap **New**.
4. Enter the email address or text message address of one or more recipients, separating them with a semicolon. To access addresses and phone numbers from Contacts, tap **To**.
5. Enter your message. To quickly add common messages, tap **My Text** and tap a desired message.

6. Tap **Send**. If you are working offline, the message will be moved to the Outbox folder and will be sent the next time you connect.

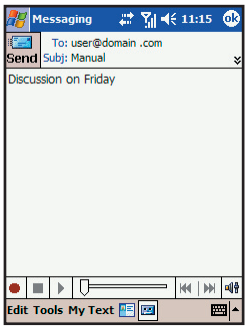
- If you are sending a text message and want to know whether it was received, before sending the message, tap **Tools** → **Options**, and select **Request message delivery notification**.

Attaching a File to a Message



1. Tap → **Messaging**.
2. In the message list, tap **Accounts** and select the desired email account.
3. Tap **New**.
4. Enter the email address or text message address of one or more recipients, separate them with a semicolon. To access addresses and phone numbers from Contacts, tap **To**.
5. Enter your message. To quickly add common messages, tap **My Text** and tap a desired message.
6. Tap **Tools** → **Add Attachment**.
7. Select the file you want to attach. OLE objects cannot be attached to Messaging messages. Messaging automatically converts Pocket Word files that you attach to messages to .doc format and Pocket Excel files to .xls format.
8. Tap **Send**. If you are working offline, the message will be moved to the Outbox folder and will be sent the next time you connect.

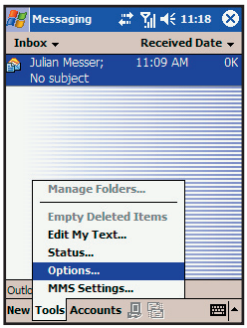
Inserting a Recording



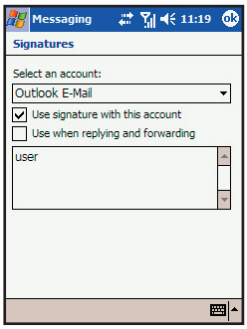
1. Tap → **Messaging**.
2. In the message list, tap **Accounts** and select the desired email account.
3. Tap **New**.
4. Enter the email address or text message address of one or more recipients, separate them with a semicolon. To access addresses and phone numbers from Contacts, tap **To**.
5. Enter your message. To quickly add common messages, tap **My Text** and tap a desired message.
6. Tap the recording icon .
7. Tap the Recording button to start recording, and the Stop button to stop. The recording will appear as an attachment.
8. Tap **Send**. If you are working offline, the message will be moved to the Outbox folder and will be sent the next time you connect.

Creating a Signature

1. Tap → **Messaging**.
2. Tap **Tools** → **Options**.
3. Tap **Accounts** → **Signatures**.
4. Select an account for which you want to create or change a signature.
5. Select **Use signature with this account** if the check box is not selected.
6. Select **Use when replying and forwarding** if wanted.



7. Enter a signature in the box.
8. Tap **OK** twice to return to the message list.



- To stop using a signature, clear the **Use signature with this account** check box.
- You can use a different signature with each account.

Message Folders

Each email account and text message account has its own folder hierarchy with five default folders: Inbox, Outbox, Deleted Items, Drafts, and Sent Items. The messages you receive and send through the mail account are stored in these folders. You can also create additional folders within each hierarchy. The Deleted Items folder contains messages that have been deleted from the device. The behavior of the Deleted Items and Sent Items folders depends on the Messaging options you have chosen.

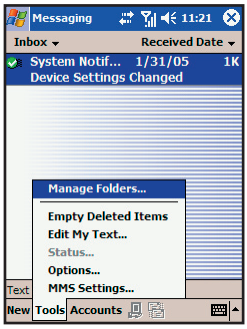
The behavior of the folders you create depends on whether you are using an Outlook email, text message, POP3, or IMAP4 account.

- If you use an Outlook email account, email messages in the Inbox folder in Outlook will automatically be synchronized with your device. You can select to synchronize additional folders by designating them for ActiveSync. The folders you create and the messages you move will then be mirrored on the server. For example, if you move two messages from the Inbox folder to a folder named Family, and you have designated Family for synchronization, the server will create a copy of the Family folder and copies the messages into that folder. You can then read the messages while away from your desktop computer.
- If you use a text message account, messages will be stored in the Inbox folder.
- If you use a POP3 account and you move email messages to a folder you created, the link will be broken between the messages on the device and their copies on the mail server. The next time you connect, the mail server will see that the messages are missing from the device Inbox folder and delete them from the server. This prevents you from having duplicate copies of a message, but it also means that you will no longer access messages that you move to folders created from anywhere except the device.
- If you use an IMAP4 account, the folders you create and the email messages you move will be mirrored on the server. Therefore, messages are available anytime while you connect to your mail server, whether it is from your device or desktop computer. This synchronization of folders occurs whenever you connect to your mail server, create new folders, or rename/delete folders when connected.

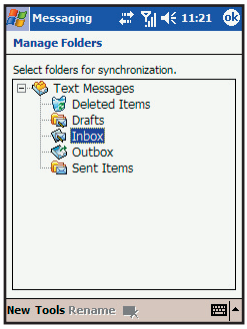
Managing Folders

For all accounts except Outlook Email, you can access folder options by tapping **Tools → Manage Folders**.

1. Tap → **Messaging**.
2. Tap **Accounts**, and then select the correct account.
3. Tap **Tools → Manage Folders**.



4. Tap the desired folder to:
   - Tap **New** to create a new folder under the folder that is currently selected.
   - Tap a current folder, and then tap **Rename** to change the folder name. Default folders, such as Inbox, cannot be renamed.
   - Tap the icon to delete a folder and its contents.



5. Tapping **Tools → Options** from the Manage Folders screen allows you to set folder synchronization settings on a per-folder basis by selecting the check box next to the folder you want to synchronize.

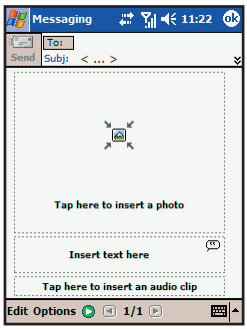
- You must be online to delete or rename an IMAP4 folder.

8.6 MMS Messages

The MMS program has been incorporated into the Messaging feature of your Pocket PC Phone. Tap → **Messaging → Accounts → MMS** to access the MMS folders.

To compose an MMS message:

1. Tap **New → Custom**.
2. Enter the email address or mobile phone number of one or more recipients
3. Enter the message subject.
4. Tap the photo insertion area to select a picture or video.
5. Tap the text insertion area to enter text information.
6. Tap the audio insertion area to create an audio file.
7. When it is completed, tap **Send**.



- You need to subscribe to the GPRS and MMS services with your service provider and configure your Pocket PC Phone properly before you can send and receive MMS messages.

Chapter 9

VideoCam

9.1 Using the Camera
9.2 Using the DV
9.3 Changing VideoCam Settings

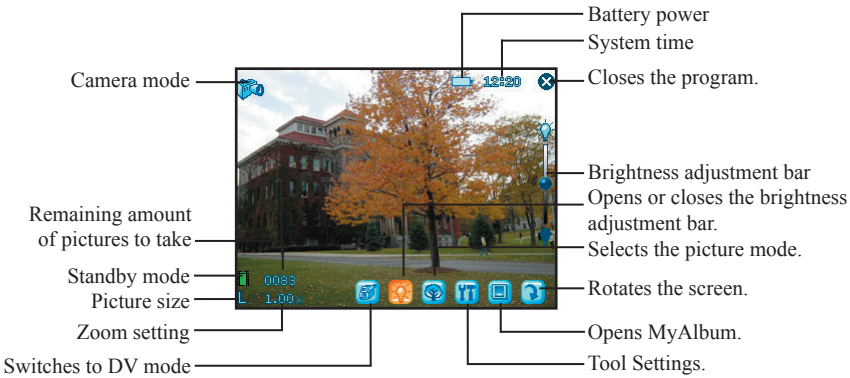
9.1 Using the Camera

The Pocket PC Phone is installed with the VideoCam program for you to take pictures.

Taking a Picture

1. Press the Camera/DV key on the side of the Pocket PC Phone, or tap → **Programs** → **VideoCam**, to enter the Camera mode.
2. By default, the screen is displayed in the landscape mode.

   You can use one hand to hold the Pocket PC Phone's bottom for easy operations. Be careful not to let your fingers cover the camera lens. You can press the Volume/Zoom key to adjust the size of the image.



3. Frame the subject to be photographed in the viewing window. When it is ready, press the Camera/DV key on the side of the Pocket PC Phone to capture the picture.

   The Pocket PC will preview the picture on the screen shortly. You can:

   - Tap to save the picture and continue taking pictures
   - Tap to send the picture in an email.
   - Tap to delete the picture.
   - Tap to switch to MyAlbum.

   (You can also press the Left/Right key to switch between the four icons.)

   By default, the new picture is stored in the My Pocket PC\FLASH\My Album folder on the Pocket PC Phone in five seconds. The picture is stored in the JPEG format, and its filename starts with DSC00001 and goes on in the ascending order until the Pocket PC Phone is out of storage space.
4. 6. To view the picture you took, tap to switch to MyAlbum. (See Chapter 10 for information on MyAlbum.)

Taking Continuous Pictures

VideoCam allows you to take nine continuous pictures. By default, VideoCam takes one single picture. Therefore, you need to change the setting first.

1. After you start VideoCam, tap on the screen.
2. Tap **Camera**.
3. In **Shooting Mode**, select **Nine continuous shooting** and tap **OK**.
4. Take pictures according to the procedure described in the "Taking a Picture" section earlier in this chapter.

   After the pictures are captured, the screen displays the thumbnail view of these continuous pictures. The time interval for the continuous pictures is 0.7 second.

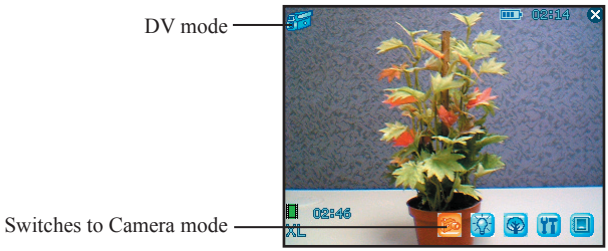
- The Camera mode indicator glows in yellow when you using the Camera feature.
- You cannot use the Record key in the Camera mode.
- You cannot use the Camera and DV features at the same time.

9.2 Using the DV

The VideoCam program also allows you to record videos.

1. Press the Camera/DV key on the side of the Pocket PC Phone, or tap → **Programs** → **VideoCam**, to enter the Camera mode.
2. By default, the screen is displayed in the landscape mode.

   Tap to switch to the DV mode. You can use one hand to hold the Pocket PC Phone's bottom for easy operations. Be careful not to let your fingers cover the camera lens.



3. Frame the subject to be photographed in the viewing window. When it is ready, press the Camera/DV key on the side of the Pocket PC Phone to start recording. Press the Camera/DV key again to stop recording.

   The Pocket PC will preview the first picture of the video on the screen shortly. You can:

   - Tap to save the video and continue recording.
   - Tap to send the video in an e-mail.
   - Tap to delete the video.
   - Tap to switch to MyAlbum.

   (You can also press the Left/Right key to switch between the four icons.)

   By default, the new video is stored in the My Pocket PC\FLASH\My Album folder of the Pocket PC in five seconds. The video is stored in the MPEG4/3GP format, and its filename starts with DV00001 and goes on in the ascending order until the Pocket PC is out of storage space.
4. To view the video you recorded, tap to switch to MyAlbum. (See Chapter 10 for information on MyAlbum.)

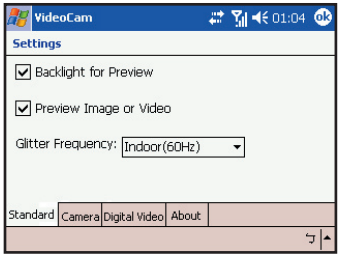
- The DV mode indicator glows in orange when you using the DV feature.
- If you answer a call in the DV mode, then the video will be saved and VideoCam closed. If you reject the call, the screen will remain the same.

9.3 Changing VideoCam Settings

In the Camera/DV mode, you can tap on the screen to access the setting items.

Standard Settings

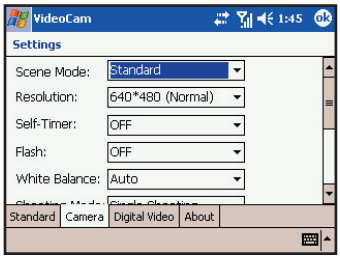
On the Setting screen, tap **Standard**.



Item	Description
Backlight for Preview	Sets whether to turn on the backlight for picture/video preview.
Preview Image or Video	Sets whether to keep the preview for five seconds before the next shooting.
Glitter Frequency	While using VideoCam, please setup Glitter Frequency according to your environment for improving the preview quality of the VideoCam.

Camera Settings

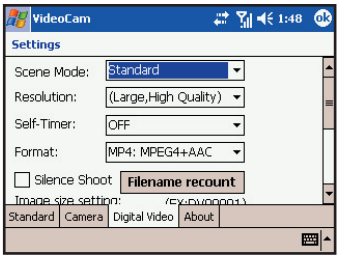
On the Setting screen, tap **Camera**.



Item	Description
Scene Mode	Selects the desired scene mode: Standard, Nightshot, Portrait, Grayscale, Sepia, or Document.
Resolution	Selects the desired image resolution: 1280*1024 (High), 640*480 (Normal), 320*240 (Basic), or 176*144 (Compact).
Self-Timer	Sets the time lag between releasing the shutter and shooting the picture. The options are 5 sec, 10 sec or 15 sec.
Flash	Turns on or off the flash.
White Balance	Changes the setting for white balance.
Shooting Mode	Selects the single or nine continuous shooting.
Filename recount	Resets the filename counter, starting from DSC00001.
Folder	Selects the storage location for the picture.

Digital Video Settings

On the Setting screen, tap **Digital Video**.



Item	Description
Scene Mode	Selects the desired scene mode: Standard, Nightshot, Grayscale or Sepia.
Resolution	Selects the desired image resolution: Large, High Quality; Large, Long Time; Small, High Quality; Small, Long Time.
Self-Timer	Sets the time lag between releasing the shutter and shooting the picture. The options are 5 sec, 10 sec or 15 sec.
Format	Selects the desired video format: MP4:MPEG4+ACC, MP4:MPEG4+AMR, 3GP:MPEG4+AMR, or 3GP:H.263+AMR.
Silent Shooting	Allows you to record only images without sounds.
Filename recount	Resets the filename counter, starting from DV00001.
Image size setting	Allows you to set the size limit for recorded videos.
Folder	Selects the storage location for the videos.

Chapter 10

Using MyAlbum

10.1 Starting MyAlbum
10.2 Opening a Picture or Video
10.3 Editing Pictures
10.4 Using the FaceMagic Feature
10.5 Using Effects
10.6 Tools Options
10.7 View Modes

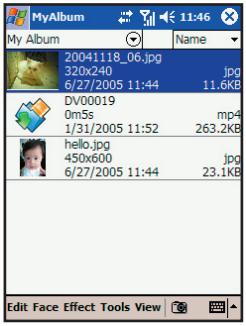
10.1 Starting MyAlbum

The MyAlbum program is very useful for viewing picture and video files. The supported formats include: .bmp, .png, .jpeg, .gif, .3gp and .mpeg4.

To start MyAlbum, you can:

- Tap → **Programs** → **MyAlbum**.
- Tap in the Camera/DV mode.

The startup screen of MyAlbum displays the file list.



The top of the screen displays the name of the current folder (the default setting is the My Pocket PC\FLASH\My Album folder) and the sorting method (the default setting is **Name**). The middle of the screen displays the information about the picture: the preview of the pictures on the left; the filename, resolution, saving time, file format and file size on the right.

In this mode, you can tap on the command bar to switch to the Camera/DV mode.

- You can tap the options on the command bar for advanced features. See the later sections in the chapter.

10.2 Opening a Picture or Video

To have a closer view of a picture or video, tap the specific thumbnail view in the Report mode of MyAlbum.

Below is the screen of an opened picture:

Number of current file — Total number of files

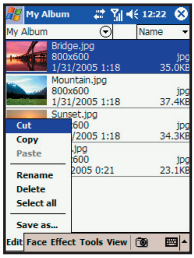
In this mode, you can:

- Press the Left/Right key to browse for the previous/next file of the current folder, press the Up/Down key to zoom in/out of the image.
- Tap to zoom in on the picture.
- Tap to zoom out on the picture.
- Tap to zoom the picture to best fit the screen.
- Tap to rotate the picture at 90 degrees.
- Tap to switch to full screen.
- Tap to return to the Report mode.

- You can tap the options on the command bar for advanced features. See the later sections in the chapter.

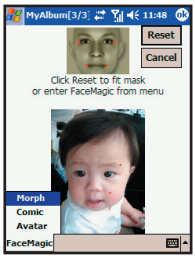
10.3 Editing Pictures

In the Report mode or opened picture mode, you can tap **Edit** on the command bar to cut, copy, paste, rename or delete the selected or opened file. You can also select all files, or save the selected file as a new file.



10.4 Using the FaceMagic Feature

Tap **Face** → **FaceMagic** on the command bar allows you to create special changes on the person's expression. On the positioning screen, tap **Reset**, and follow the screen tips to perform positioning on the person's face.



After positioning, tap **FaceMagic** → **Morph** (as an example). The screen displays the expression items and the adjustment bar for you to customize and create special effects.

You can also tap **FaceMagic** → **Comic** or **Avatar** for more special expression effects.

10.5 Using Effects

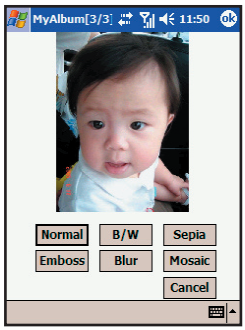
Tap **Effect** on the command bar to create special effects on the selected or opened picture. The picture with effects will be saved as a new file with "-1" added to the filename.

Painting

1. Tap **Effect** → **Painting**.
2. You can paint on the picture.
   Or, tap **A** to add text on the picture. Tap the screen, and a editing cursor will appear. You can start to enter the texts and change the text's font, font size and color.
3. Press the OK key or tap **OK** to save the changes as a new file.

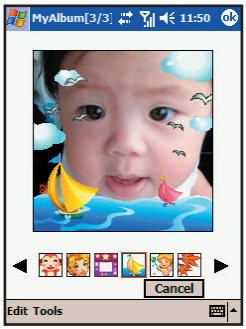
Effect

1. Tap **Effect** → **Effect**.
2. Tap the desired effect: Normal, Black/White, Sepia, Emboss, Blue or Mosaic.
3. Press the OK key or tap **OK** to save the changes as a new file. Selecting Normal will not save the picture as a new file.



Frame

1. Tap **Effect** → **Frame**.
2. Tap the desired picture frame from the option bar at the bottom of the screen. The screen will display the applied picture for viewing immediately. You can tap the arrows on both sides of the option bar for more frame options.
3. Press the OK key or tap **OK** to save the changes as a new file.



Stamp

1. Tap **Effect** → **Stamp**.
2. Tap the desired stamp from the option bar at the bottom of the screen. The screen will display the applied picture for viewing immediately. You can tap the arrows on both sides of the option bar for more stamp options.
3. Press the OK key or tap **OK** to save the changes as a new file.

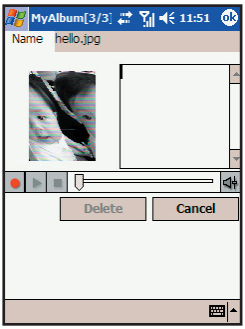
Adjustment

1. Tap **Effect** → **Adjustment**.
2. Tap the list to select the item for adjustment: Brightness, Contrast, Saturation, Smart Color, Portrait, Landscape and Document.
3. Adjust the value by tapping and draging on the adjustment bar. Tap **Edit** → **Apply** to apply the change.

   Tap **Default** restores the default values.
4. Tap **OK** to save the changes.

Note

1. Tap **Effect** → **Note**.
2. You can enter note text in the box, or tap the recording button to create a recording as a note. The added text or recording will be saved as a stand-alone file.
3. Tap **OK** to save the note.
4. The in the list mode indicates that a note has been added to the picture.



10.6 Tools Options

Tap Tools on the command bar to:

- **MMS**

  Send an MMS message including the selected picture.
- **E-Mail**

  Send an email message including the selected picture.
- **IR**

  Uses the infrared to beam information.
- **Wallpaper**

  Sets the selected picture as the theme picture on the Today screen.

10.7 View Modes

MyAlbum provides four view modes for viewing picture and video files.

- Large mode
- Middle mode
- Small mode
- Report mode (default mode)

Chapter 11

Media Content

11.1 Starting Media Content
11.2 Media Content Items

11.1 Starting Media Content

A Media hot key is located on your Pocket PC Phone. Press this key to access Media Content for games, music, Album, Windows Media, Java program and wallpaper setting function.

The main page of Media Content is shown to the right.

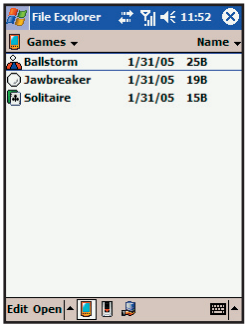
11.2 Media Content Items

GAME

On the main page of Media Content, tap **GAME** to quickly access the game list.

Tap the desired item to start playing the game.

For information on games, see Section 12.12.

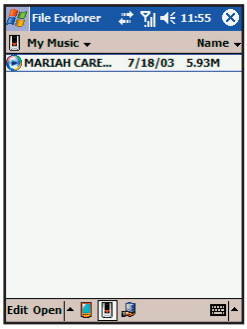


MUSIC

On the main page of Media Content, tap **MUSIC** to quickly access the contents in the My Pocket PC\FLASH\My Music folder.

Tap the desired item for playback. Your Pocket PC Phone will use Windows Media Player to play the selected item.

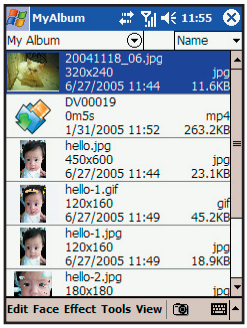
For information on Windows Media Player, see Section 12.5.



ALBUM

On the main page of Media Content, tap **ALBUM** to quickly start MyAlbum.

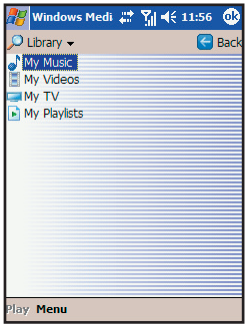
For information on MyAlbum, see Chapter 10.



Windows Media

On the main page of Media Content, tap **Windows Media** to quickly start Windows Media Player.

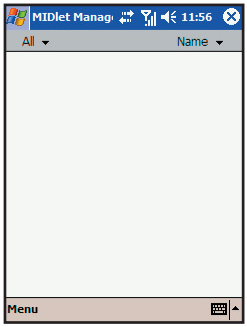
For information on Windows Media Player, see Section 12.5.



JAVA

On the main page of Media Content, tap **JAVA** to quickly start the Java program.

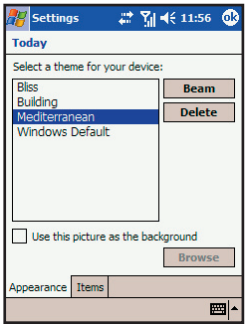
For information on Java, see Section 12.7.



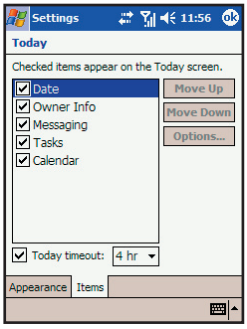
WALLPAPER

On the main page of Media Content, tap **WALLPAPER** to quickly access the setting items of the Today screen.

- Tap **Appearance** to change the theme picture of the Today screen.



- Tap **Items** to set the items to be diaplayed on the Today screen. You can also set the time for the Pocket PC Phone to automatically return to the Today screen after a period of inactivity (4 hours by default).



For information on Settings, see Chapter 6.

Chapter 12

More Programs

12.1 Microsoft ActiveSync
12.2 Pocket Word
12.3 Pocket Excel
12.4 MSN Messenger
12.5 Windows Media Player
12.6 Pictures
12.7 JAVA
12.8 File Explorer
12.9 Calculator
12.10 Pocket MSN
12.11 IE Favorites
12.12 Games