User Guide

DURAXE EPIC

by KYOCERA

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Introduction

Thank you for purchasing this Kyocera product. Please read this user guide carefully to ensure safe and proper use.

Descriptions in the User Guide

Most descriptions in this user guide are based on your phone's setup at the time of purchase. Instructions to perform tasks in this guide may change depending on the version of software or application on your phone. The status of individual settings may affect whether certain menus for option settings are displayed or visible.

All screens in this guide are simulated. Actual displays may vary. Certain features, services, and applications are network dependent and may not be available in all areas; additional terms, conditions and/or charges may apply. Contact your service provider about feature availability and functionality.

All features, functionality, and other specifications, as well as the information contained in this guide are based upon the latest available information and are believed to be accurate at the time of issuing. Kyocera International, Inc. reserves the right to change or modify any information or specifications without notice or obligation.

For warranty service information, please refer to the Safety and Warranty Information linked from your phone (see About Phone) or call the following telephone number from anywhere in the continental United States: 1-800-349-4478.

This phone can determine its/your geographical location (location information) and can associate location information with other data. For some services and applications, location information must be turned on and you have to agree to its collection. Additionally, certain services, applications, and programs are capable of accessing, collecting, storing, and using location information and disclosing it to others. You should decide carefully when determining whether location information should be made available to others.

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Get Started

The following topics give you all the information you need to set up your phone.

Phone Overview and Key Functions

The following illustration outlines your phone's primary external features and keys.

Note: Screen images are simulated. Actual displays may vary.

- **Earpiece**: Lets you hear the caller and automated prompts.
- **Main screen**: Displays all the information needed to operate your phone, such as the call status, the Contacts list, the date and time, the signal strength, and the battery level.
- **Left/Right soft keys** (/): Let you select key actions or menu items corresponding to the bottom left and right lines on the main screen.
- **Navigation key**: Lets you scroll through the phone's menu options. This is one of the programmable keys that can be assigned to frequently used applications or functions for quick access. See Programmable Keys. You can configure to display the icons of the items set on this key on the Idle screen under Settings menu. See Navi Key Guide.
- **Center soft key** ( ): Lets you select key actions or menu items corresponding to the bottom center lines on the main screen.
- **Camera/Speaker key** ( ): Lets you activate camera mode and take pictures and videos with the phone open. When you receive an incoming call, press to answer the call in speakerphone mode. During a call, press to switch the speakerphone on or off. (Camera model only.)

  Note: The Camera feature is not available on all models.
- **Flashlight /Speaker key** ( ): Lets you activate the flashlight and light up your surroundings in an instant. When you receive an incoming call, press to answer the call in speakerphone mode. During a call, press to switch the speakerphone on or off. (Non-camera model only.)
- **SEND key** ( ): Allows you to place or receive calls, answer Call Waiting, use 3-way Calling, or display recent call history.
- **CLEAR/Back key** ( ): Deletes characters from the display in text input mode. When in a menu, pressing it returns you to the previous menu. This key also allows you to return to the previous screen in a data session.
- **Voice commands key** ( ): Allows you to activate Voice Commands. See Voice Commands.
- **END/POWER key** ( ): Lets you turn the phone on or off, end a call, or cancel your input and return to the Idle screen.
- **Keypad**: Lets you enter numbers, letters, and characters, and perform functions.

- **Microphone**: Transmits your voice and ambient sound during voice calls and voice recordings.

  Note: Do not cover the microphone during a call. Do not apply any sheet or sticker to the display area as it may compromise the audio quality.

- **Speakers**: Let you hear the different ringtones and sounds. The speakers also let you hear the caller's voice in speakerphone mode.

- **External speaker key** ( ): Lets you place or receive calls in speakerphone mode (with the phone closed), turn the speakerphone on and off during a call, or unlock the keyguard (if configured.) See Keyguard. This is one of the programmable keys that can be assigned to frequently used applications or functions for quick access. See Programmable Keys.

- **Call list key** ( ): Lets you display the recent call history, ignore an incoming call, end the ongoing call, or unlock the keyguard (if configured.) You can select a name or number from the call list and place the call with the phone closed by using the external speaker key. See Call from Call History with the phone closed. This is one of the programmable keys that can be assigned to frequently used applications or functions for quick access. See Programmable Keys.

***NOTE: The Camera feature is not available on all models.**

- **Camera**: Lets you take pictures and videos.

  Note: The Camera feature is not available on all models.

- **Internal microphone**: Suppresses background noise improving audio quality for the other party during voice calls except in speakerphone mode.

- **Flashlight**: Lets you illuminate dark areas as a built-in LED flashlight. It also helps you to take pictures or record videos in low-light environments. See Flashlight.

- **LED indicator**: Displays a phone notification, charging status, or alert. It blinks when your phone's battery level is low.

- **Outer screen**: Displays information such as the call status, the date and time, and the signal and battery strength.

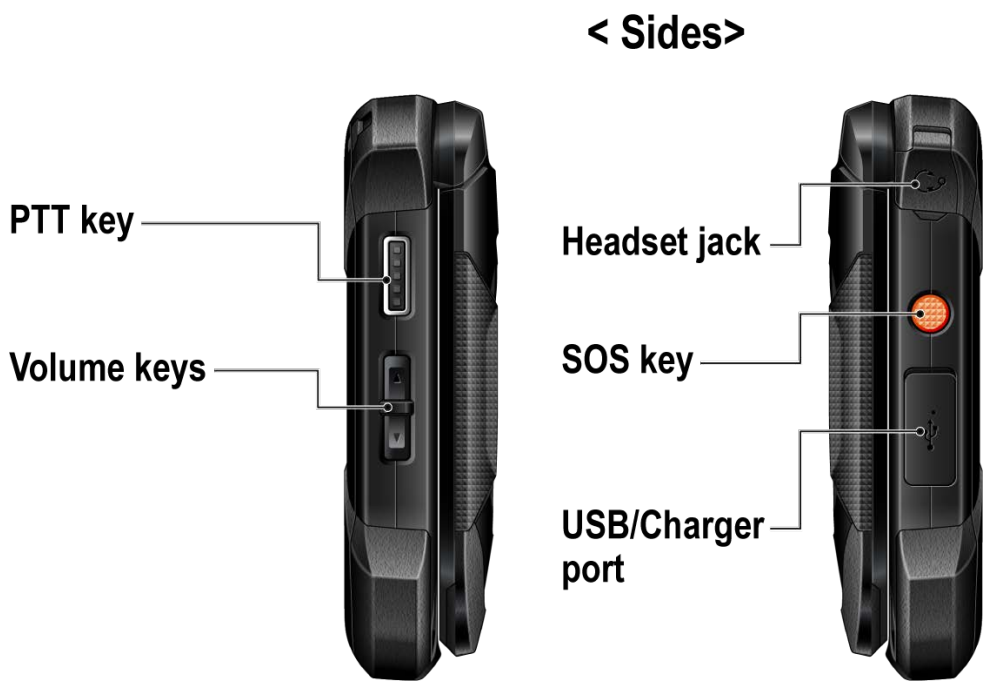
- **SIM card slot (internal)**: Allows you to insert a SIM card. The SIM compartment is behind the battery cover. See Install a microSD Card and Reinstall SIM Card.

  Note: Your phone comes with the SIM card already installed.

- **microSD card slot (internal)**: Allows you to insert a microSD card to support external memory. The microSD compartment is behind the battery cover. See Install a microSD Card and Reinstall SIM Card.

- **Battery cover screw**: Secures the battery cover to the phone.

- **Charging contacts**: Allow you to connect to an optional multi-bay battery charger that can charge multiple phones simultaneously. These contacts are also used when connecting to a specially designed optional carkit.



- **PTT key** ( ): Acts as a dedicated PTT key by activating a PTT application. This is one of the programmable keys that can be assigned to frequently used applications or functions for quick access. See Programmable Keys.
- **Volume keys**: Allow you to adjust the master volume when you are not on a call or adjust the voice volume during a call.
- **Headset jack**: Allows you to plug in an optional headset for convenient, hands-free conversations.

  CAUTION! Inserting an accessory into the incorrect jack may damage the phone.

- **SOS key** ( ): This is one of the programmable keys that can be assigned to frequently used applications or functions for quick access. See Programmable Keys. SOS related features may be available through different applications, contact your service provider about feature availability and functionality.
- **USB/Charger port**: Allows you to connect the phone to a USB cable for use with the AC adapter or other compatible accessories.

  Important: Only use a USB Type-C charger/cable for this phone.

Set Up Your Phone

You must first install and charge the battery to begin setting up your phone.

Insert the Battery

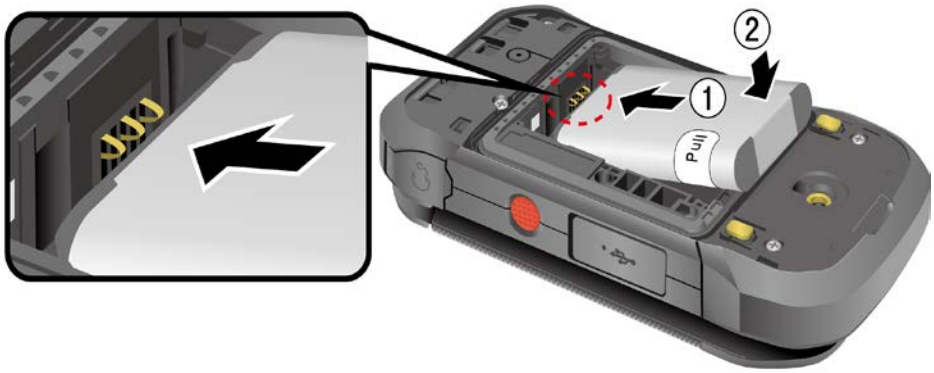
1. Using a coin, rotate the battery cover screw on the back of the phone counter-clockwise several times to loosen it. (You should hear a click when the screw is loose.)

Note: The battery cover screw is permanently mounted on the cover and cannot be removed.

2. Place your fingernail in the slit at the bottom of the battery cover and lift the battery cover.

3. Insert the battery, making sure to align the gold contacts (①). Press down gently to secure the battery (②).

Warning: Do not handle a damaged or leaking Li-ion battery as you can be burned.



4. Replace the battery cover, making sure all the tabs are secure and there are no gaps around the cover.

Warning: Make sure you press all around the edges of the battery cover to ensure your phone's waterproof seal is intact.

5. Using a coin, rotate the battery cover screw clockwise until it is tight.

Charge the Battery

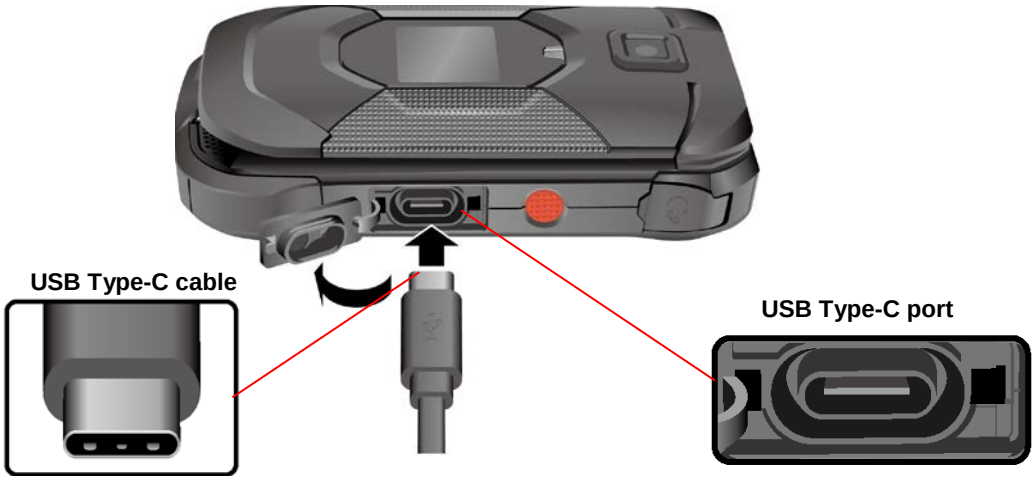
Fully charge the battery before powering on the phone.

Important: Unplug the charger from the electrical outlet when not in use to reduce the environmental impact of charging.

Warning: Please use only approved chargers and cables with your phone. Improper handling of the charging port, as well as the use of an incompatible charger or cable, may cause damage to your device and void the warranty.

1. Open the USB/Charger port cover on the right side of the phone.
2. Plug the smaller end of the USB cable into the USB/Charger port.

   Important: Only use a USB Type-C charger/cable for this phone.



3. Plug the other end of the USB cable into the AC adapter, and then plug it into an electrical outlet. Be sure to use the AC adapter that came with your phone.

4. When charging is complete, remove the cable from the port and close the cover. Press around the edges of the cover to ensure that it is securely closed.

   Warning: Make sure the USB/Charger port cover is securely closed when the port is not in use.

Battery Capacity

Your phone is equipped with a Lithium ion (Li-ion) battery, so there are no negative effects from charging the battery before it is fully drained.

For a quick check of your battery level, view the battery charge icon located on the right side of the status bar. indicates that the phone is fully charged. The number of white bars decreases as your battery discharges ( ). When your battery level becomes low (approx. 15%), the battery icon turns to and the phone sounds a warning tone, vibrates, and displays a low battery message. When the battery drops to a more critical level (approx. 5%), the battery icon turns to and starts blinking. The alert tone, vibration, and message will repeat when the remaining battery reaches each lower level.

Note: Watch your phone's battery level and charge the battery before it runs out of power.

Remove the Battery

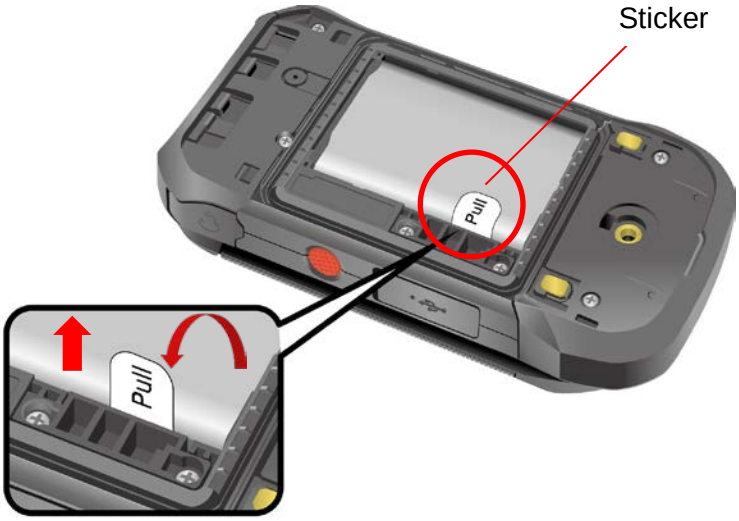
If you need to remove the Battery, follow these steps:

1. Make sure the power is off so that you don't lose any stored numbers or messages.

2. Insert a coin into the slot on the battery cover screw and turn it counter-clockwise to open the battery cover.

3. Starting at the edge of the sticker, peel the visible portion until it is standing up from the battery; then, use this portion to pull the battery out of its compartment.

Important: Do not remove the sticker from the battery. It functions as a pull tab to remove the battery.



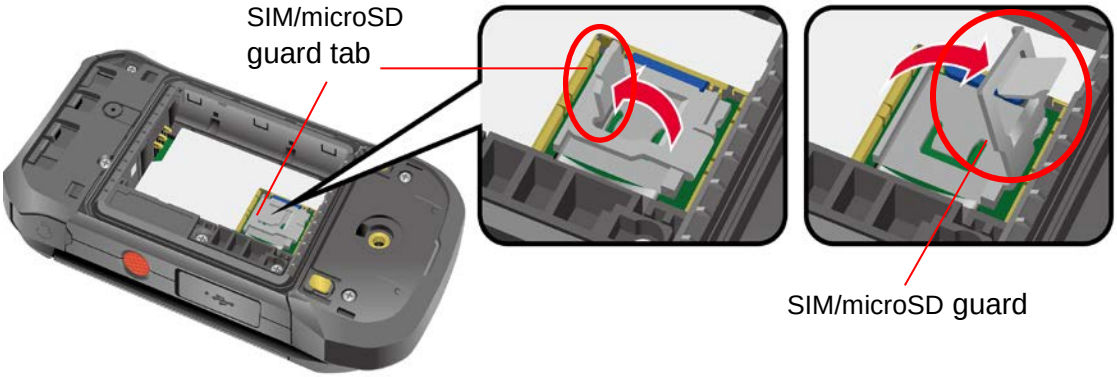
Install a microSD Card and Reinstall SIM Card

Inserting a compatible microSD™ card into your phone will increase the storage capacity. Your phone comes with the SIM card already installed. If you need to install a microSD card or replace your SIM card, follow these steps:

Note: The microSD card is sold separately.

Note: When you insert an optional SD card for the first time, it is recommended that you format it on your phone. See Format microSD Card. More information about the microSD feature, see microSD Card.

1. Remove the battery cover and the battery.
2. Lift the SIM/microSD guard tab by its edge until it stands up; then grip and pull the tab to flip open the guard.

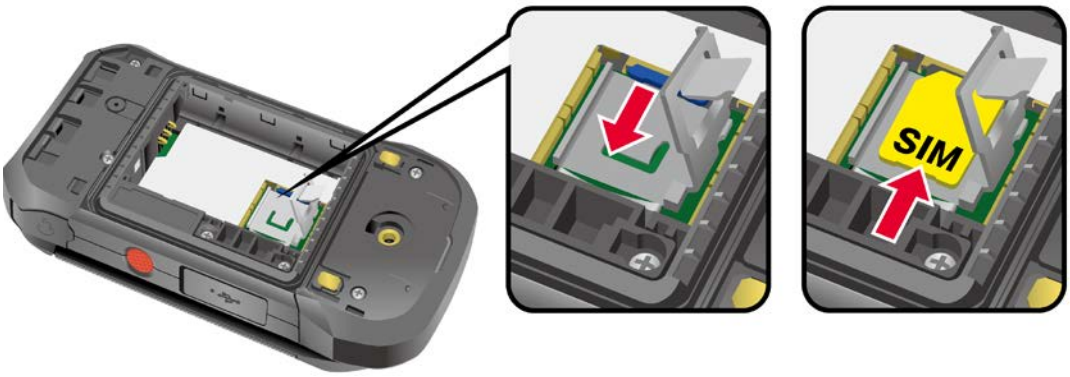


3. Slide the microSD card into the slot with the gold contacts facing down. Gently push the card in until it fits into place.

   Note: You can easily damage the microSD card by improper operation. Please be careful when inserting, removing, or handling the microSD card.

   Skip to step 5 if you do not need to reinstall the SIM card.

4. Push the SIM card gently with your finger and then release the pressure. The card ejects itself. Slide the original SIM card from the slot. Then carefully insert the new SIM card into the SIM card slot, with the gold contacts facing down and the cut off corner on the top left. Gently push the card in until it snaps into place.



   Note: Please be careful to not insert the SIM card into the SD card slot.

5. Replace the SIM/microSD guard.

6. Place the battery back into its compartment and replace the battery cover.

   Warning: Make sure you press all around the edges of the battery cover to ensure your phone's waterproof seal is intact.

Turn Your Phone On and Off

The instructions below explain how to turn your phone on and off.

Turn Your Phone On

- Open the phone and press and hold the END/POWER key until the screen lights up.

Turn Your Phone Off

- Open the phone and press and hold the END/POWER key until you see the powering-down animation on the main screen.

Setup Wizard

When you turn on your phone for the first time, the Setup Wizard starts automatically and helps you to activate your phone and set it up to be ready for use. Follow the on-screen instructions.

Important: If you plan to use the Device Control feature, you need to follow the specific procedure for the phone's initial set-up before selecting a language option. See Device Control.

Set Up Voicemail

You should set up your Voicemail and personal greeting as soon as your phone is activated. Always use a password to protect against unauthorized access. Your phone automatically transfers all unanswered calls to your Voicemail, even if your phone is in use or turned off. See Voicemail for more information.

1. From the Idle screen, press and hold .
2. Follow the prompts to create or transfer your password and greeting.

Important: **Voicemail Password** – It is strongly recommended that you create a password when setting up your voicemail to protect against unauthorized access. Without a password, anyone who has access to your phone is able to access your voicemail messages.

Phone Basics

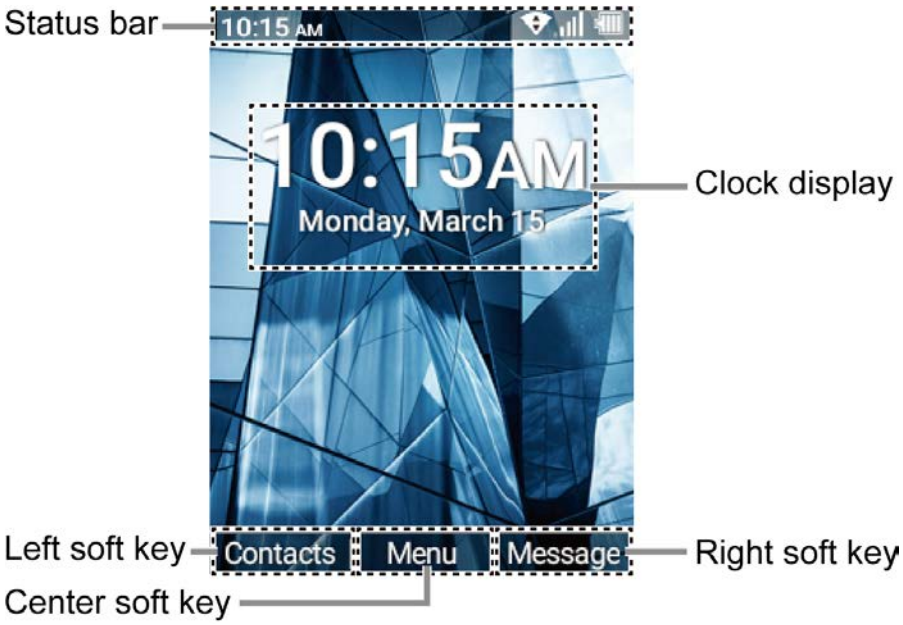
Your phone is packed with features that simplify your life and expand your ability to stay connected to the people and information that are important to you. The following topics will introduce the basic functions and features of your phone.

Your Idle Screen

The Idle screen is the starting point for accessing your phone's functions and menus.

Idle Screen Overview

The following illustration describes the basics of the Idle screen.



Note: Screen images are simulated. Actual displays may vary.

- **Status bar:** Displays the time and phone status icons.
- **Clock display:** Displays time and date. You can turn on or off this display from the Display settings.
- **Left soft key:** Displays actions or menu items that you can select by pressing the Left soft key .
- **Center soft key:** Displays actions or menu items that you can select by pressing the Center soft key .

- **Right soft key:** Displays actions or menu items that you can select by pressing the Right soft key .

Status Bar

The status bar appears at the top of your phone's display screen. It provides phone and service status information on the right side and notification alerts on the left.

Status Icons

Icons	Description
	Bluetooth® connected
	Wi-Fi active
	Vibrate only
	Master volume off (Mute)
	Network (full signal)
	Network (no signal)
	4G LTE (data service)
	4G (data service)
	Airplane mode
	Alarm set
	Battery (current level)
	Battery (low)
	Battery (discharged)

Icons	Description
	Battery (charging)
	Mobile hotspot
	Pointer enabled
	Pointer disabled

Notification Icons

Icons	Description
	Missed call
	New email
	New message
	New Voicemail message
	Battery (full charge)
	Calendar event
	Music application is running in the background
	Alarm
	Timer
	USB Tethering
	Bluetooth Tethering

Icons	Description
	USB and Bluetooth tethering
	FM radio
	Eco mode
	Flashlight

Notifications Screen

You can open the Notifications screen to view the list of notifications you received.

1. From the Idle screen, press the Center soft key **[Menu]** > **Notifications**.

   – or –

   From the Idle screen, press the Navigation key down.

2. Highlight a notification and select from following options. Available options may vary:

   - Press the Left soft key **[Dismiss]** to dismiss the notification.
   - Press the Center soft key **[View]** to display the details screen.
   - Press the CLEAR/Back key to keep the notification pending on the Notifications screen.

Navigate Through the Menus

The Navigation key on your phone lets you scroll through on-screen items. To navigate through a menu, press the Navigation key up or down.

Many menus feature a scroll bar on the right to help you keep track of your position in the menu.

Select Menu Items

As you navigate through the menu, menu options are highlighted. Select any option by highlighting it and pressing the Center soft key **[Select]**. If the option is numbered, you can also select it by pressing the corresponding number on the phone's keypad.

For example, to view the Brightness level:

1. From the Idle screen, press the Center soft key **[Menu]** to access the main menu.
2. Select **Settings & tools** by highlighting it and pressing the Center soft key **[Select]**.
3. Select **Settings** by highlighting it and pressing the Center soft key **[Select]**.
4. Select **Display settings** by highlighting it and pressing the Center soft key **[Select]**.
5. Select **Brightness level** by highlighting it and pressing the Center soft key **[Select]**.

For the purposes of this guide, the above steps condense into:

From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Display settings** > **Brightness level**.

Back Up Within a Menu

To go to the previous menu:

► Press the CLEAR/Back key CLR.

To return to the Idle screen:

► Press the END/POWER key END.

Customize Main Menu Screen

You can change the lineup and layout of the main menu screen as you like.

1. From the Idle screen, press the Center soft key **[Menu]** to access the main menu.
2. Press the Right soft key **[Options]**.
3. The following options are available:
   - **Menu layout**: To select the screen layout **Grid** or **List**
   - **Replace items**: To replace items on the current main menu with others.
   - **Position items**: To change the position of the items on the main menu screen.
   - **Reset Main menu**: To reset the main menu screen to the default state.

App List

You can find and access numerous apps and functions installed in your phone on the Application List screen.

1. From the Idle screen, press the Center soft key **[Menu]** to access the main menu.
2. Press the Left soft key **[App List]**.
3. Highlight an item you want to open and press the Center soft key **[Select]**.

Enter Text

You can type on your phone using various input modes.

Key Function

For text entry, you can use the following keys as mentioned below.

- Press the CLEAR/Back key to delete characters from the display.
- Press to enter some frequently used symbols, such as period, comma, @, **?**, **!**, **/**, etc. Note that each time you press the key, the next symbol appears. This function is not available in Prediction mode and 123 mode.
- Press the # SPACE key to enter a space.
- Press the Asterisk SHIFT key to change the capitalization style of the highlighted letter when entering. You can also start a new line (if available) by pressing the Asterisk SHIFT key .

Select a Text Input Mode

You can type on your phone using various input modes.

1. From a screen where you can enter text, press the Left soft key to change the entry mode.
2. Select the desired mode (**Prediction, Abc, ABC, 123, Symbols, Smileys** or **Emoticons**) or following options:
   - **Web shortcuts** to enter Web shortcuts (for example, www., http://, or .com).
   - **Select text** to copy or cut selected text and save to the Paste list. See Copy and Paste Text.
   - **Paste list** to paste copied or cut text in the paste list (if applicable). See Copy and Paste Text.
   - **Text options** to display the text entry options menu. See Set Text Entry Options.

Enter Text Using Prediction Mode

Prediction mode is an input text feature which predicts what you want to type and allow you to enter text quicker and easier by suggesting words as you type.

1. From a screen where you can enter text, press the Left soft key to change the entry mode.
2. Select the **Prediction** mode.
3. Press the corresponding keys **once** per letter to enter a word. (For example, to enter the word “happy,” press 4 GHI 2 ABC 7 PQRS 7 PQRS 9 WXYZ.) If you make a mistake, press the CLEAR/Back key CLR to erase a single character.
4. As you type, a word choice list opens. (The word may change as you type.). Highlight the word you want to enter by using the navigation key and press the Center soft key **[Select]**.

Enter Text Using Abc/ABC Mode

In Abc or ABC mode, also known as multi-tap entry, you press keys one, two, three, or four times to enter the letters you see on the keypad.

1. From a screen where you can enter text, press the Left soft key to change the entry mode.
2. Select the **Abc** or **ABC** text input mode. See Select a Text Input Mode.
3. Press the corresponding key repeatedly until the correct letter appears. For example, to enter “Abc” or “ABC,” press 2 ABC once for “a,” twice for “b,” and three times for “c.”

After a character is entered, the cursor automatically advances to the next space after two seconds or when you enter a character on a different key.

Set Text Entry Options

The text entry options menu allows you to specify additional features to use during the text entry process.

1. From a screen where you can enter text, press the Left soft key > **Text options**.
2. Set the text entry function as you want by using the menus including **Word complete**, **Next word complete**, **My words**, etc.

Copy and Paste Text

You can copy or cut text and paste it in the text entry field:

1. In the text entry field, press the Left soft key > **Select text**.
2. Move the cursor next to the text you want to copy or cut and press the Center soft key **[Start]**.
3. Highlight the text you want to copy or cut by using the Navigation key.
4. Press the Center soft key **[End]** > **Copy** or **Cut**. The text is saved in the Paste List.
5. In the text entry field, move the cursor to the place where you want to paste the text and press the Left soft key > **Paste list**.
6. Press the Navigation key to scroll to the text you want to paste and press the Center soft key **[Select]**.

Note: This feature is not available when you cannot select the text input mode.

Phone Calls

With an available network and your phone's calling features, you can enjoy clear phone calls across the country.

Make Phone Calls

There are several convenient ways to place calls from your phone.

Call Using the Phone keypad

The most traditional way to place a call is by using the phone's keypad.

1. Open the phone and enter a phone number. (If you make a mistake while dialing, press the CLEAR/Back key to erase the numbers.)
2. Press the Center soft key **[Call]** or SEND key .
3. Press the END/POWER key when you are finished.

Call from Call History

Place a call to the numbers in your Call history.

1. From the Idle screen, press the SEND key .
2. Select an entry and press the SEND key .

Call from Call History with the phone closed

Place a call to the numbers in your Call history without opening the phone.

1. Press the Call list key with the phone closed.

   Note: If the Call list key is disabled, see Keyguard.

2. Highlight an entry by using the Volume key up or down.
3. Press the External speaker key to start the call.

Call from Contacts

You can place phone calls directly from entries in your Contacts list.

1. From the Idle screen, press the Left soft key **[Contacts]**.
2. Select the entry you want to call.
3. Press the SEND key to dial the entry's default phone number.

   – or –

   To dial another number from the same entry, press the Center soft key **[View]** to select the entry, highlight a number, and then press the SEND key.

Call Using a Speed Dial Number

Speed dialing makes contacting friends and family easy. See Set Up Speed Dialing for information on assigning speed dial numbers.

To use speed dial for locations 2–9:

► From the Idle screen, press and hold the appropriate key for approximately two seconds.

To use speed dial for locations 10–999999:

► From the Idle screen, enter the speed dial number you want to use and long press the last digit key for approximately two seconds.

Call a Phone Number with Pauses

You can dial or save phone numbers with pauses for use with automated systems, such as voicemail or credit card billing numbers.

There are two types of pauses available on your phone:

- **2-sec. pause** automatically sends the next set of numbers after two seconds.
- **Wait** will wait for your confirmation to send the rest of the digits when reached.

  Note: You can have multiple pauses in a phone number and can combine two-second and wait (hard) pauses.

To dial or save phone numbers with pauses:

1. Enter all or part of a number.
2. Press the Right soft key [**Options**] > **Add 2-sec. pause** or **Add wait**.
3. Enter additional numbers.

4. Press the SEND key to dial the number.

Call Emergency Numbers

You can place calls to 911 or 112 even if the phone screen is locked or your account is restricted.

► Press 9 WXYZ 1 1 or 1 1 2 ABC and press the SEND key .

Enhanced 911 (E911) Information

This phone features an embedded Global Positioning System (GPS) chip necessary for utilizing E911 emergency location services where available.

When you place an emergency 911 call, the GPS feature of your phone seeks information to calculate your approximate location. Depending on several variables, including availability and access to satellite signals, it may take up to 30 seconds or more to determine and report your approximate location.

Important: Always report your location to the 911 operator when placing an emergency call. Some designated emergency call takers, known as Public Safety Answering Points (PSAPs), may not be equipped to receive GPS location information from your phone.

Call Using Real Time Text (RTT)

Real Time Text (RTT) function is available with this phone. For details, see Real Time Text.

Receive Phone Calls

You can select the most convenient way to respond to a call.

Your phone notifies you of incoming calls in the following ways:

- The phone rings or vibrates.
- The LED indicator flashes.
- The backlight illuminates.
- The screen displays an incoming call message.

If the incoming call is from a number stored in your Contacts, the entry's name is displayed. The caller's phone number may also be displayed, if available.

Note: If your phone is turned off, all calls automatically go to Voicemail.

Answer an Incoming Call with the Phone Open

- Press the SEND key or select **Answer** to answer an incoming call. (Depending on your settings, you may also answer incoming calls by pressing other keys. See Call Answer Mode.)

Answer an Incoming Call with the Phone Closed

- When your phone rings or vibrates, press the External speaker key. (The call will be answered in speakerphone mode.)

  – or –

  Open the phone to use the earpiece. See Call Answer Mode.

Answer an Incoming Call in Speakerphone Mode

- Press the Camera/Speaker key or the External speaker key.

Mute the Ringing Sound and Stop the Vibration

To mute the ringtone without rejecting the call:

- Press the Volume key down.

Send an Incoming Call to Voicemail

- Press the END/POWER key or press and hold the Call list key.

  -or-

  Select **Decline** on the screen.

Reject an Incoming Call and Send a Message

- Select **Send message** on the screen.

End Phone Calls

When you are finished with a call, make sure that you disconnect correctly.

Disconnect a Phone Call

- Press the END/POWER key.

  -or-

  Press and hold the Call list key.

After you have finished your call, the phone will display the caller's name (if already in your Contacts), phone number (if available), and the duration of the call.

Phone Call Options

Your phone application provides many useful features and options to help you make the most of your calling experience.

In-call Options

Pressing the Right soft key **[Options]** during a call displays a list of available in-call features. To select an option, highlight the option and press the Center soft key **[Select]**.

- **Add call** to initiate a 3-way call.
- **Go to Bluetooth settings** to open the Bluetooth settings screen (if applicable).
- **Use Bluetooth device** to switch the call to a Bluetooth device (if applicable).
- **Show/Hide RTT screen** to display/hide the RTT mode screen.
- **Go to Idle screen** to get to the Idle screen.
- **RTT Help** to display a help message of the RTT function.

Further options may also be available.

- Press the Center soft key **[Mute/Unmute]** to mute/unmute the microphone.
- Press the Left soft key **[Hold]** to place the current call on hold.
- Press the Volume key up or down to adjust the receiver volume.
- Press the Camera/Speaker key or the External speaker key to turn the speaker on. Press again to turn it off.

  Warning: Because of higher volume levels, do not place the phone near your ear during speakerphone use.

Caller ID

Caller ID identifies a caller before you answer the phone by displaying the number of the incoming call. If you do not want your number displayed when you make a call, follow these steps:

1. From the Idle screen, press * 6 MNO 7 PQRS.

2. Enter the number you want to call.

3. Press the SEND key .

Call Waiting

When you're on a call, Call Waiting alerts you to incoming calls by sounding a beep. Your phone's screen informs you that another call is coming in and displays the caller's phone number (if available).

To respond to an incoming call while you're on a call:

► Select **Answer** or press the SEND key . This puts the first caller on hold and answers the second call.

To switch back to the first caller:

► Press the Left soft key **[Swap]**.

– or –

Press the SEND key .

To create a 3-way call between your existing calls:

► Press the Right soft key **[Options]** > **Merge calls**.

Note: For those calls where you don't want to be interrupted, you can temporarily disable Call Waiting by pressing before placing your call. Call Waiting is automatically reactivated once you end the call.

3-Way Calling

With 3-way calling, you can talk to two people at the same time. When using this feature, the normal airtime rates will be charged for each of the calls.

To initiate a 3-way call:

1. Enter a number and press the SEND key .

2. Once you have established the connection, press the Right soft key **[Options]** > **Add call**. (This puts the first caller on hold.)

3. Select **Contacts** or **Enter phone#**.

4. Select a number from your Contacts or enter a number directly, and then press the Center soft key **[Select]**.

5. When you're connected to the second party, press the Right soft key **[Options]** > **Merge calls** to begin your 3-way call.

6. To end a 3-way call, press the END/POWER key .

Note: If one of the people you called hangs up during your call, you and the remaining caller stay connected. If you initiated the call and are the first to hang up, all callers are disconnected.

Call Forwarding

Call Forwarding lets you forward all your incoming calls to another phone number—even when your phone is turned off. You can continue to make calls from your phone when you have activated Call Forwarding.

Note: You are charged a higher rate for calls you have forwarded.

To activate Call Forwarding:

1. From the Idle screen, press .
2. Enter the area code and phone number to which you want your calls forwarded.
3. Press the SEND key and then wait for a confirmation message or beeps.

To deactivate Call Forwarding:

1. From the Idle screen, press .
2. Press the SEND key and then wait for the confirmation message or beeps.

Call History

The Call history keeps track of the calls placed, received, and missed on your phone.

View Call History

► From the Idle screen, press the Center soft key **[Menu]** > **Call history** > **Missed calls**, **Received calls**, **Dialed calls**, or **All calls**.

– or –

From the Idle screen, press the SEND key .

– or –

Press the Call list key with the phone closed.

- You can determine if an entry was a missed, received, or dialed call from the icons shown below.

  = **Missed call**

  = **Received call**

  = **Dialed call**

Call History Options

1. From the Idle screen, press the Center soft key **[Menu]** > **Call history** > **Missed calls**, **Received calls**, **Dialed calls**, or **All calls**.

   – or –

   From the Idle screen, press the SEND key .

2. Highlight an entry. The following options are available:

   - Press the SEND key to place a call to the contact. See Call from Call History.
   - Press the Left soft key **[Message]** to send a message.
   - Press the Center soft key **[View]** to display call details.
   - Press the Right soft key **[Options]** to access additional options.

Call Settings

Your phone's Call settings menu lets you configure your Voicemail options and a number of other settings for the phone application.

Any Key Answer

Set to answer incoming calls by pressing any key on your phone.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Any key answer**.
2. Select **On** and press the Center soft key **[Set]**.

Noise Reduction

Your phone can suppress the background noise to improve audio quality for the other party during voice calls.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Noise reduction**.
2. Select **On** and press the Center soft key **[Set]**.

Open/Close Flip

Answer incoming calls by opening the phone

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Flip open/close** > **Open to answer**.
2. Select **On** and press the Center soft key **[Set]**.

End calls by closing the phone

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Flip open/close** > **Close to end**.
2. Select **On** and press the Center soft key **[Set]**.

Auto Answer

Set your phone to automatically pick up incoming calls. Remember, your phone will answer calls in auto-answer mode even if you are not present.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Auto answer**.
2. Highlight an option and press the Center soft key **[Select]**.
   - **Hands free** to answer calls automatically when the phone is connected to an optional headset or hands-free device.
   - **Speakerphone** to answer calls automatically in speakerphone mode.

3. Highlight the amount of time you'd like your phone to wait before answering and press the Center soft key **[Set]**.

Quick Responses

You can modify the preset text messages which are available to send when you reject an incoming call and send a text message.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Quick responses**.
2. Highlight a message and press the Center soft key **[Edit]**.
3. Edit it and press the Center soft key **[Save]**.

   Tip: To restore the default messages, press the Left soft key **[All reset]**.

Set Up Speed Dialing

The phone allows you to save speed dial numbers up to "999,997". To make a call using speed dial, see Call Using a Speed Dial Number.

Note: Speed dial location "0" is not valid and "1" is preset for Voicemail. Emergency numbers such as 911 and 112 cannot be saved as a speed dial number.

To assign a speed dial location:

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Speed dial setup**.
2. Press the Left soft key **[Add]** and enter a number from 2 to 999999 in the **Speed dial number** field.

   Note: If a number is entered that is already assigned to an existing contact (or is an emergency number), you will be prompted to change the number.
3. Highlight **Assigned contact** field and press the Left soft key **[Set]**.
4. Highlight a contact and press the Center soft key **[Select]**.
5. Press the Center soft key **[Save]** to register the assignment.

To remove a number from a speed dial location:

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Speed dial setup**.
2. Highlight the assigned contact you want to remove and press the Right soft key **[Remove]**.
3. Press the Left soft key **[Yes]**.

Call Forwarding

Call forwarding lets you forward your incoming calls to another phone number—even when your phone is turned off. You can continue to make calls from your phone when you have activated Call forwarding.

To activate Call forwarding:

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Call forwarding**.
2. Select **Always forward**, **When busy**, **When unanswered**, or **When unreachable**.
3. Select **Always forward**, **When busy**, **When unanswered**, or **When unreachable**, select **On**, and then press the Center soft key **[Set]**.
4. Select **Forwarding number**, enter the number you want to forward your calls to, and press the Center soft key **[Save]**.

To deactivate Call Forwarding:

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Call forwarding**.
2. Select an option you want to deactivate.
3. Select **Off** and press the Center soft key **[Set]**.

Additional Settings

Caller ID

You can set whether or not to display your phone number when making outgoing calls.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Additional settings** > **Caller ID**.

2. Highlight **Network default**, **Hide number**, or **Show number**.

3. Press the Center soft key **[Set]**.

Call barring

Call barring allows you to prevent certain calls being made from or to your mobile phone.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Additional settings** > **Call barring**.

2. Select **All outgoing calls**, **International calls**, **INT'L calls except home**, **All incoming calls**, or **Incoming when roaming**.

3. To activate the call barring function, select **Start regulation**, enter a password if necessary, and then press the Center soft key **[OK]**.

   – or –

   To deactivate the call barring function, select **Stop regulation**, enter the password if necessary, and then press the Center soft key **[OK]**.

Call waiting

Activate or deactivate Call waiting feature which alerts you to incoming calls when you are on another call.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Additional settings** > **Call waiting**.

2. Select **On** or **Off** and press the Center soft key **[Set]**.

Voicemail Settings

You should set up your voicemail and personal greeting as soon as your phone is activated. See Set Up Voicemail for setting it up.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Voicemail**.

2. Configure the following settings:

   - **Voicemail number** to configure the voicemail number if necessary.

   - **Sound** to select the sound to ring for a new voicemail message.

- **Vibrate** to select whether the phone vibrates when receiving a new voicemail message.

Fixed Dialing Numbers (FDN)

This feature allows you to restrict your outgoing calls to the numbers included in the FDN list. Emergency calls will not be affected by this setting.

Note: To use this feature you will have to enter your PIN2 number, which is associated with your SIM card. If you do not know your number, please contact your service provider to obtain it.

To enable FDN:

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Fixed Dialing Numbers**.
2. Select **Enable FDN**.
3. Enter your PIN2 number and press the Center soft key **[OK]**.

   Tip: You can change the PIN2 number from the **Change PIN2** menu.

To view and manage your FDN list:

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Fixed Dialing Numbers**.
2. Select **FDN list**.
   - Press the Left soft key **[Add]** or the Center soft key **[Add]** to add contacts to your FDN list.
   - Press the Left soft key **[Remove]** to remove contacts from your FDN list.
   - Press the Right soft key **[Options]** to access the options menu.

To allow sending SMS:

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Fixed Dialing Numbers**.
2. Select **Allow sending SMS**.
3. Select **On** and press the Center soft key **[Set]**.

Call Rejection

You can set your phone to reject incoming calls from specific phone numbers.

To add a number to the call rejection list:

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Call rejection**.
2. Press the Center soft key **[Add]** and enter numbers you want to reject.
3. Press the Center soft key **[Save]**.

To delete a number from the call rejection list:

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Call rejection**.
2. Highlight an entry and press the Left soft key **[Remove]**.
3. Press the Left soft key **[Yes]**.

To add an item to the rejection list from call history:

1. From the Idle screen, press the Center soft key **[Menu]** > **Call history** > **Missed calls**, **Received calls**, **Dialed calls**, or **All calls**.

   – or –

   From the Idle screen, press the SEND key.
2. Highlight an entry and press the Right soft key **[Options]** > **Add to call rejection**.
3. Press the Center soft key **[Save]**.

Call Timer

Your phone displays the duration of your last call, dialed calls, received calls, etc.

To view Call timer:

► From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Call timer**.

To reset Call timer:

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Call settings** > **Call timer**.
2. Press the Center soft key **[All reset]**.
3. Press the Left soft key **[Yes]**.

Contacts

The Contacts feature lets you store names, phone numbers and other information in your phone's memory.

Access Contacts List

There are a few ways to access the Contacts List.

► From the Idle screen, press the Left soft key **[Contacts]**.

– or –

From the Idle screen, press the Center soft key **[Menu]** > **Contacts**.

Tip: Highlight an entry and press the Center soft key **[View]** to show the details.

Add a Contact

You can add contacts from the Contacts screen. Enter details such as name, phone numbers, email addresses, mailing addresses, and more.

1. From the Idle screen, press the Left soft key **[Contacts]**.
2. Press the Right soft key **[Options]** > **Add new contact**.
3. Enter the name, phone number, email address, ringtone, etc. as necessary, moving through the entry fields by using the Navigation key.
   - Highlight to assign a picture to the contact. See Assign a Picture to a Contact.
4. When you have finished entering information for the entry, press the Center soft key **[Save]**.

Note: We suggest that when you add phone numbers to your contact list, you add the area code + the 7 digit number.

Contacts List

Learn how to view and navigate through your phone's Contacts list.

1. From the Idle screen, press the Left soft key **[Contacts]**.

2. Scroll through all the entries.

   – or –

   Highlight the **Find contacts** field and enter the first few letters of any part of an entry's name. Contacts with matching letters are listed. (The more letters you enter, the more your search narrows.)

Contacts List Options

Various options are available in the Contacts list.

- Highlight **Favorites** and press the Center soft key **[View]** to display your favorite contacts.
- Highlight **Groups** and press the Center soft key **[View]** to display the contact groups you have created.
- Press the Right soft key **[Options]** to access the following menus:
  - **Add new contact** to add a new contact.
  - **Delete** to delete the selected contact.
  - **Delete multiple** to select contact(s) you want to delete.
  - **Import/export** to import or export your contacts from/to the Phone, microSD card, and SIM card.
  - **Share** to share your contacts by using **Message**, **Email**, **Bluetooth**, etc.
  - **Speed dial setup** to open the speed dial setup screen. See Set Up Speed Dialing.
  - **Settings** to set the display method **Sort by** or **View contact names**.

Assign a Picture to a Contact

Assign a picture to display each time a certain contact calls you.

1. From the Idle screen, press the Left soft key **[Contacts]**.
2. Highlight the appropriate contact and press the Center soft key **[View]**.
3. Press the Center soft key **[Edit]**.
4. Highlight the contacts icon and press the Left soft key **[Set]**.

5. To assign a new picture, select **Take photo** and take a picture (camera model only.)

   – or –

   To assign a stored picture, select **Choose photo** and select a picture.

6. Using the soft key to edit the picture, if necessary.

7. Press the Center soft key **[Save]**.

Add a Contact to Favorites

You can add your most used or preferred contact entries to the Favorites list.

1. From the Idle screen, press the Left soft key **[Contacts]**.

2. Highlight the appropriate contact and press the Center soft key **[View]**.

3. Press the Right soft key **[Options]** > **Add to favorites**.

   - ★ (Favorite icon) will be displayed on the Contact details title bar.

Save a Phone Number

You can save a phone number to Contacts directly from the phone keypad.

1. From the Idle screen, enter a phone number.

2. Press the Right soft key **[Options]** > **Add to contacts**.

3. To add the number as a new contact, select **Create new contact** and then enter the name and any additional information.

   – or –

   To add the number to an existing entry, select **Add to existing** and then select the contact and change the number type for the new number if necessary.

4. When you have finished entering information for the entry, press the Center soft key **[Save]**.

Edit a Contact

Once you've added a contact, you can edit any of the information in the entry, assign a caller ID picture, customize with a unique ringtone, and more.

Edit Information for a Contact

Follow the instructions to edit information for an existing contact:

1. From the Idle screen, press the Left soft key **[Contacts]**.
2. Highlight the entry you want to edit and press the Center soft key **[View]**.
3. Press the Center soft key **[Edit]**.
4. Highlight the information you wish to edit.
5. Edit the information, and then press the Center soft key **[Save]**.

Assign a Ringtone or Vibration Pattern to a Contact

Know who's calling or the sender of the new message without looking at your phone by assigning a specific ringtone or vibrate to a contact.

1. From the Idle screen, press the Left soft key **[Contacts]**.
2. Highlight the appropriate contact and press the Center soft key **[View]**.
3. Press the Center soft key **[Edit]**.
4. Use the Navigation key to scroll to the **Phone ringtone** or **Vibration pattern** fields and press the Left soft key **[Set]**.
5. Highlight a ringtone or vibration pattern and press the Center soft key **[Set]** or **[OK]** to assign it.
6. Press the Center soft key **[Save]**.

Delete Contacts

You can delete existing entries from your Contacts.

Delete a contact

1. From the Idle screen, press the Left soft key **[Contacts]**.
2. Highlight the appropriate contact and press the Right soft key **[Options]** > **Delete**.
3. Press the Left soft key **[Yes]**.

Delete Multiple Contacts

1. From the Idle screen, press the Left soft key **[Contacts]**.
2. Press the Right soft key **[Options]** > **Delete multiple**.
3. Highlight the entry you want to delete and press the Center soft key **[Select]**. A check mark will appear in the box next to the selected entry. Repeat this step if you want to delete other entries.
4. Press the Left soft key **[Delete]**.
5. Press the Left soft key **[Yes]**.

Add a New Group

You can create a group by assigning Contacts entries as members.

1. From the Idle screen, press the Left soft key **[Contacts]** > **Groups**.
2. Press the Left soft key **[New group]**.

   – or –

   Press the Right soft key **[Options]** > **New group**.
3. Enter the Group name.
4. Press the Right soft key **[Options]** > **Add contact**.
5. Highlight the entry you want to add to the group and press the Center soft key **[Select]**. A check mark will appear in the box next to the selected entry.
6. Repeat step 5 to add other members.
7. When you have selected all the entries you want to add, press the Left soft key **[Done]**, and then press the Center soft key **[Save]**.

Edit a Group Contact

Manage the group contacts that you have created.

Add or Remove a Contact Entry to or from a Group

1. From the Idle screen, press the Left soft key **[Contacts]** > **Groups**.
2. Highlight the group you want to edit and press the Center soft key **[View]**.
3. Press the Right soft key **[Options]** > **Edit**.
4. Press the Right soft key **[Options]** > **Add contact**. Then, select the entry you want to add to the group and press the Left soft key **[Done]**.

   – or –

   Highlight the entry you want to remove from the group and press the Right soft key **[Options]** > **Remove contact**.
5. Press the Center soft key **[Save]**.

Rename a Group

1. From the Idle screen, press the Left soft key **[Contacts]** > **Groups**.
2. Highlight the group you want to rename and press the Center soft key **[View]**.
3. Press the Right soft key **[Options]** > **Edit**.
4. Change the name.
5. Press the Center soft key **[Save]**.

Delete a Group

1. From the Idle screen, press the Left soft key **[Contacts]** > **Groups**.
2. Highlight the group you want to delete and press the Center soft key **[View]**.
3. Press the Right soft key **[Options]** > **Delete**.
4. Press the Left soft key **[Yes]**.

ICE (In Case of Emergency) Contacts

Registering ICE information might help rescue workers, such as paramedics, police, and hospital personnel, identify your primary contact or special medical needs you might have in case of emergency.

Register an ICE Contact

You can register up to three contacts.

1. From the Idle screen, press the Left soft key **[Contacts]** > **ICE - In Case of Emergency**.
2. Highlight a contact location (**Contacts Name 1**, **Contacts Name 2**, or **Contacts Name 3**) and press the Center soft key **[Set]**.
3. Highlight an entry you want register as an ICE contact and press the Center soft key **[Set]**.

Remove an ICE Contact

1. From the Idle screen, press the Left soft key **[Contacts]** > **ICE - In Case of Emergency**.
2. Highlight the ICE Contact you want to remove and press the Right soft key **[Remove]**.
3. Press the Left soft key **[Yes]**.

Add Personal Information

You can register your own information, medical information, etc.

To enter or edit your personal information:

1. From the Idle screen, press the Left soft key **[Contacts]** > **ICE - In Case of Emergency**.
2. Highlight **Personal info**, press the Center soft key **[View]**, and then press the Center soft key **[Edit]**.
3. Enter or edit the necessary information and press the Center soft key **[Save]**.

To access your personal information when the phone is locked:

1. From the Idle screen, press the Left soft key **[Emergency]**.
2. Highlight **Personal Info** and press the Center soft key **[Select]**.

Accounts and Messaging

Email

Use the Mail application to send and receive email from your webmail or other accounts using POP3 or IMAP or access your Exchange ActiveSync account for your corporate email needs.

Add an Email Account

You can add several types of personal email accounts on your phone.

1. From the Idle screen, press the Center soft key **[Menu]** > **Email**, if you have not set up any email accounts yet.

   – or –

   From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **Accounts** > **Add account**.

2. Select a desired account.

3. Enter your email address and password, and then press the Right soft key **[Next]**.

4. Configure the account options as necessary and press the Right soft key **[Next]**.

5. Confirm the account details, edit as necessary, and press the Right soft key **[Next]**.

Important: If the account type you want to set up is not in the phone database, you will be asked to enter more details. You should get all pertinent information for the email account, such as incoming and outgoing server settings, before you proceed.

Note: If you want to set up a Microsoft® Exchange ActiveSync® account, contact your company's Exchange Server administrator for required sign-in information.

Send an Email Message

Compose a Message

1. From the Idle screen, press the Center soft key **[Menu]** > **Email**.

2. Press the Left soft key **[New email]**.

3. Enter email addresses directly in the **To** field.

- As you enter email addresses, any matching addresses from your contacts list are displayed. Highlight a match and press the Center soft key **[Select]** to enter the address directly.

4. Enter the subject, and then compose your message.

5. After composing your message, press the Center soft key **[Send]** to send the message.

Available Options

While composing a message, you can access the following options by pressing the Right soft key **[Options]**.

- **Go to Contacts** to select an email address from your contacts list
- **Remove** to remove an email address.
- **Add to Contacts** to add the email address to your contact list.
- **Attach** to send some data file with message such as a picture, video, audio, etc.
- **Add Cc/Bcc** to enter other recipients to the carbon copy (CC) or blind carbon copy (BCC) field.
- **Save as draft** to save the message as a draft.
- **Add preset message** to add a preset message.
- **Discard** to discard the message.
- **Formatting** to add some effects on your mail. **Fonts**, **Insert pictures**, or **Email body background color**.
- **Priority** to select a priority from **Low**, **Normal**, or **High**.
- **Sensitivity** to select a sensitivity level from **Normal**, **Personal**, **Private**, or **Confidential**.

View and Reply to Email

1. From the Idle screen, press the Center soft key **[Menu]** > **Email**.

   - If Inbox is not displayed, press the Right soft key **[Options]** > **Manage folders** > **Inbox**.

2. Highlight the message you want to view and press the Center soft key **[View]**.

3. Press the Left soft key **[Reply]** to reply to the sender of the message.

   – or –

   Press the Right soft key **[Options]** and select:

   - **Reply all** to reply to all recipients of the message.
   - **Forward** to forward the message.

4. After composing your message, press the Center soft key **[Send]** to send the message.

Manage Your Email Messages

View Your Email Messages

1. From the Idle screen, press the Center soft key **[Menu]** > **Email**.
2. Press the Right soft key **[Options]** > **Manage folders**.
3. Highlight the folder you want to display and press the Center soft key **[View]**.
4. Highlight the message you want to view and the Center soft key **[View]**.

Delete Email Messages

1. From the Idle screen, press the Center soft key **[Menu]** > **Email**.
2. Highlight the message you want to delete and press the Right soft key **[Options]** > **Delete**.
3. Press the Center soft key **[Select]**.
   - A check mark will appear in the box next to the selected entry. Repeat this step to delete other messages.
   - To select all entries in the folder, press the Right soft key **[Options]** > **Select all**.
4. When you have selected all the entries you want to delete, press the Left soft key **[Done]**, and then press the Left soft key **[Yes]**.

Manage Your Messages

1. From the Idle screen, press the Center soft key **[Menu]** > **Email**.
2. Highlight the message you want to manage and the Center soft key **[View]**.
3. Press the Right soft key **[Options]**.
4. The following options are available. (Available options may vary):
   - **Move to folder**: To move the message(s) to other folders. After finishing your selection, press the Center soft key **[Move]**.
   - **Mark as unread**: To mark the message as unread.
   - **Add/Remove star**: To mark or unmark the message(s) as starred.
   - **Add/Remove flag**: To mark or unmark the message(s) as flagged.
   - **Reminder**: To set or clear the reminder.
   - **View details**: To open the message details screen.

Email Settings

1. From the Idle screen, press the Center soft key **[Menu]** > **Email**.
2. Press the Right soft key **[Options]** > **Settings**.
3. Configure the detailed settings as necessary.

Message

You can send and receive instant text messages (SMS) and multimedia messages (MMS).

Send a Message

Quickly compose and send messages on your phone.

1. From the Idle screen, press the Right soft key **[Message]**.
2. Press the Left soft key **[New msg]**.
3. Enter a phone number in the **To** field.
   - As you type, any matching phone numbers from your contacts list are displayed. Highlight a match and press the Center soft key **[Select]** to enter that number.

- You can type a name saved in your Contacts to call up the phone number, or press the Right soft key **[Contacts]** to access your Contacts.

4. When you are finished adding recipients, press the Navigation key down to move to the **Type message** field.

5. Compose a message.

   - To add an attachment, press the Right soft key **[Options]** > **Attach** and select a picture, video, etc.

   - To remove an attachment, highlight the attachment field, press the Center soft key **[OK]**, highlight the attachment you want to remove, and then press the Left soft key **[Remove]**. To add new attachment, highlight the **Add new...** and press the Center soft key **[Select]**.

   - You can select more options for composing messages by pressing the Right soft key **[Options]**, such as **Add preset message**, **Save as draft**, **Discard**, or **Settings**.

6. After composing your message, press the Center soft key **[Send]**.

New Message Notification

Depending on your notification settings, the phone will play a ringtone, vibrate, or display the notification screen to notify you of a new text or multimedia message.

Read a Message

► If you have a new message notification, highlight the notification and press the Center soft key **[View]** on the notification screen to open it.

– or –

1. From the Idle screen, press the Right soft key **[Message]**.

2. Highlight the message or message thread you want to read, and press the Center soft key **[View]** to open it.

Reply to a Message

1. From the Idle screen, press the Right soft key **[Message]**.

2. Highlight a message or message thread and press the Center soft key **[View]** to open it.

3. Press the Left soft key **[Reply]**.

4. Enter your reply message and attach files if desired.

5. Press the Center soft key **[Send]** to send a replay message.

   Note: If you want to reply only to the sender when replying to a group message, highlight the message and press the Right soft key **[Options]** > **Reply to sender only**.

Delete a Message

1. While viewing a message thread, highlight a message you want to delete, press the Right soft key **[Options]** > **Delete**.

2. When prompted to confirm, press the Left soft key **[Yes]**.

Messaging Settings

The messages settings menu lets you control options for your text and MMS messages including message limits, size settings, and notifications.

1. From the Idle screen, press the Right soft key **[Message]**.

2. Press the Right soft key **[Options]** > **Settings**.

3. Configure the desired settings:

Voicemail

Your phone automatically transfers all unanswered calls to your voicemail, even if your phone is in use or turned off. Set up your voicemail and retrieve your messages. See Set Up Voicemail for setting it up.

Voicemail Notification

There are several different ways your phone may alert you to a new Voicemail message.

- By displaying a message on the screen.
- By sounding the assigned ringtone type.
- By displaying a new voicemail icon in the status bar.

Note: Your phone accepts messages even when it is turned off. However, your phone notifies you of new messages only when it is turned on and you are in the service area.

New Voicemail Message Alerts

When you receive a new voicemail message, your phone alerts you and prompts you to call your voicemail.

To receive your voicemail from the notification screen:

- ► Press the Navigation key up or down to select **Listen Now** or **Listen Later**, and then the Center soft key **[Select]**.

Retrieve Your Voicemail Messages

You can review your messages directly from your wireless phone or from any other touch-tone phone.

Use Your Phone to Access Your Messages

1. From the Idle screen, press and hold .
2. If prompted, enter your Voicemail password.
3. Follow the voice prompts to listen to and manage your voicemail messages.

Use Another Phone to Access Messages

1. Dial your wireless phone number.
2. When your voicemail answers, press the asterisk key .
3. Enter your password.

Apps and Entertainment

Features such as storing contacts, playing music, and managing files are accessible from your phone.

Note: Available applications and services are subject to change at any time.

Music Player

Your phone's built-in music player app lets you listen to and organize music files you have loaded into your phone's memory or microSD card.

Tip: For information about loading music onto your phone, see Use the Phone's microSD Card as a Media Device.

Play Music

1. From the Idle screen, press the Center soft key **[Menu]** > **Multimedia** > **Music player**. You will find the following menus:
   - **Now playing**: Displays the Playback screen which shows you the music currently playing (if available).
   - **All songs**: Displays all your music files in alphabetical order.
   - **Playlists**: Displays your playlists. See Use Playlists.
   - **Artists**, **Albums**, or **Genres**: Displays your music sorted by each category.
   - **Shuffle all**: Plays the music on your phone in shuffle mode.
2. Browse for the item you want to play.
   - If the music is in **Playlists**, **Artists**, **Albums**, or **Genres**, highlight an item and press the Center soft key **[View]** to display the contents list.
3. Highlight an item and press the Center soft key **[Play]**.
4. When the music starts to play on the Playback screen, the following control options are available:
   - Press the Volume key up or down to adjust the volume level.
   - Press the Center soft key **[Pause]** to pause. Press the Center soft key **[Play]** to resume playing.

- By pressing the left Navigation key, you can do any of the following:
  - Press once to go back to the start of the current item.
  - Press twice to jump back to the start of the previous item.
  - Long press to rewind the current item.
- By pressing the right Navigation key, you can do any of the following:
  - Press to jump to the start of the next item.
  - Long press to fast-forward the current item.
- Press the Left soft key **[Minimize]** to move the Playback screen to the background. To restore the Playback screen, press the Center soft key **[Menu]** on the Idle screen, and then select **Notifications** > **Now playing**.
- Press the Right soft key **[Options]** for the following menus:
  - **Exit** to return to the previous screen.
  - **Repeat** to access the repeat options. Select from **Repeat all**, **Repeat one**, or **Off**.
  - **Shuffle** to turn the shuffle mode on or off.
  - **Equalizer** to use the equalizer. Make your desired selection.
  - **Details** to display information about the music file.

Music Player Options

1. From the Idle screen, press the Center soft key **[Menu]** > **Multimedia** > **Music player**.
2. Highlight **All songs**, **Artists**, **Albums**, or **Genres**, and then press the Center soft key **[View]**.
3. Highlight an item and press the Right soft key **[Options]**. Available menus may vary:
   - **Add to playlist** to add the item to a playlist. See Use Playlists.
   - **Delete** to delete the item from the storage.

     Warning: You cannot retrieve the data once deleted.
   - **Details** to display the information about the item.

Use Playlists

Create and manage a playlist to organize your music.

Create a playlist

1. On the Music player app, browse for the item you want to add to the playlist.
2. Highlight the item and press the Right soft key **[Options]** > **Add to playlist**.
3. Select New playlist.
4. Enter the name of your new playlist and press the Center soft key **[Save]**.

Add to an existing playlist

1. On the Music player app, browse for the item you want to add to the playlist.
2. Highlight the item and press the Right soft key **[Options]** > **Add to playlist**.
3. Highlight the playlist that you want to add the item to, and press the Center soft key **[Select]**.

Manage playlist

► From the Idle screen, press the Center soft key **[Menu]** > **Multimedia** > **Music player** > **Playlists**.

- Highlight a playlist and press the Right soft key **[Options]**.
  - **Rename** to change the playlist name.
  - **Delete** to delete the playlist.
- Highlight a playlist and press the Left soft key **[View]**. Then, highlight an item in the playlist and press the Right soft key **[Options]**.
  - **Move up** or **Move down** to change the order.
  - **Remove** to remove the item from the playlist.
  - **Delete** to delete the item from the storage.

    Warning: You cannot retrieve the data once deleted.
  - **Details** to display information about the item.

File Manager

File manager allows you to view, copy, move, and perform other housekeeping operations on files such as pictures, videos, music, and applications stored in your phone or on the microSD card.

Open Files in File Manager

1. From the Idle screen, press the Center soft key **[Menu]** > **Multimedia** > **File manager**.
2. Highlight an option and press the Center soft key **[Select]**.
   - **Phone** to access files stored in your phone's memory.
   - **SD card** to access files stored on the microSD card.
3. Highlight a folder and press the Center soft key **[Select]**.
4. Highlight a file and press the Center soft key **[Select]**.

File Manager Options

When viewing files or folders in File manager, you can access the available options by pressing the Right soft key **[Options]**. Available options may vary depending on the selected item:

- **Set as ringtone** to set a music file as your phone ringtone.
- **Set as** to assign an image to **Wallpaper** or **Contact photo**.
- **Send** to share the file by using **Email**, **Message**, or **Bluetooth**. Select **Send one** or **Send multiple**.
- **Copy** to copy a file from the current folder to another folder in your phone or on the SD card.
- **Move** to move a file from the current folder to another folder in your phone or on the SD card.
- **Delete** to delete a file or folder.

  Warning: You cannot retrieve the data once deleted.
- **Crop** to trim the selected picture.
- **Search** to search for an item in File manager.
- **Sort** to sort folder contents by **Date**, **Name**, **Size**, or **Type**.

- **Rename** to change the name of the selected folder or file.
- **Add folder** to create a new folder.
- **View mode** to switch between List view and Thumbnail view.
- **Details** to view information about the selected item.

Supported Formats

Following image, video and audio formats are supported by the phone:

- BMP, GIF, JPEG, PNG, WEBP
- H.263, H.264, MPEG-4, VP8, VP9
- AAC, AAC+, eAAC+, AMR-WB, AMR-NB, FLAC, MIDI, MP3, Vorbis, PCM (WAVE), Opus

Sound Recorder

Use your phone's Sound recorder to record brief memos to remind you of important events, phone numbers, or grocery list items.

Sound Recorder Settings

1. From the Idle screen, press the Center soft key **[Menu]** > **Multimedia** > **Sound recorder**.
2. Highlight **Record** and press the Right soft key **[Options]**.
3. Configure the following settings:
   - **File format**: Select **Normal** or **High quality**.
   - **Auto save to**: Select the destination to save recorded data from **Phone** and **SD card** (only available when you have inserted a microSD card into your phone).

Record Sound

1. From the Idle screen, press the Center soft key **[Menu]** > **Multimedia** > **Sound recorder** > **Record**.
2. Press the Center soft key **[Record]** to start recording.
3. Press the Left soft key **[Pause]** or **[Resume]** to pause or resume recording.
4. To stop recording, press the Center soft key **[Stop]**.

Play Audio Data

1. From the Idle screen, press the Center soft key **[Menu]** > **Multimedia** > **Sound recorder** > **List**.
   - The recorded data will be listed separately for **Phone** and the **SD card**. If you want to switch the list, press the Right soft key **[Options]** > **Go to SD card** or **Go to Phone**.
2. Highlight an item you want to play and press the Center soft key **[Play]**.

Sound List Options

Your phone offers several options for managing audio data you have recorded.

1. From the Idle screen, press the Center soft key **[Menu]** > **Multimedia** > **Sound recorder** > **List**.
2. Highlight an item and press the Right soft key **[Options]** to display available options:
   - **Send** to share the data by using **Bluetooth**, **Email**, or **Message**.
   - **Edit title** to edit the title of the data.
   - **Sort by** to sort the items by **Date** or **Name**.
   - **Go to SD card**/**Go to Phone** to switch between the data stored on the phone and those stored on the SD card.
   - **Details** to display information about the data.

   – or –

   Press the Left soft key **[Delete]** to delete either the selected item or all items. Select from **This**, **Multiple**, or **All**.

   Warning: You cannot retrieve the data once deleted.

Connections

Your phone's data capabilities let you wirelessly access the Internet or your corporate network through a variety of connections including Wi-Fi, 4G LTE and Virtual Private Networks (VPN).

Wi-Fi

Wi-Fi provides wireless Internet access. To use your phone's Wi-Fi, you need access to a wireless access point or "hotspot."

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

Turn Wi-Fi On and Connect to a Wireless Network

Use the Wireless & networks setting menu to enable your phone's Wi-Fi radio and connect to an available Wi-Fi network.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **Wi-Fi**.
2. Highlight **Wi-Fi** and press the Center soft key **[Select]** > **On**.
   - The names of detected Wi-Fi networks are displayed.
3. Highlight a Wi-Fi network you want to connect to and press the Center soft key **[Select]**.
   - If you selected an open network, you will be automatically connected to the network.
   - If you selected a network that is secured with a password, enter the password, and then press the Center soft key **[Save]**.

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

When your phone is connected to a Wi-Fi network, the Wi-Fi icon ( ) appears in the status bar and tells you the approximate signal strength. (The above icon indicates maximum signal strength.)

Note: The next time your phone connects to a previously accessed, secured wireless network, you will not be prompted to enter the password again, unless you reset your phone to its factory default settings or you instruct the phone to forget the network.

Check the Wireless Network Status

Check the status of your current wireless network, including link speed and signal strength, through the Wi-Fi settings menu.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **Wi-Fi**.
2. Highlight the wireless network that the phone is currently connected to and press the Center soft key **[Details]**. You will see the signal strength, frequency, security, and other details.

   Note: If you want to remove the wireless network settings, press the Right soft key **[Forget]**. You need to enter the settings again if you want to connect to this wireless network.

Connect to a Different Wi-Fi Network

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **Wi-Fi**. Detected Wi-Fi networks are displayed.
2. Highlight another Wi-Fi network you want to connect to and press the Center soft key **[Select]**.

   Note: If the wireless network you want to connect to is not in the list of detected networks, select **Add network**. Enter the wireless network settings and press the Center soft key **[Save]**.

Connect to a Hidden Wi-Fi Network

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **Wi-Fi**.
2. Select **Add network** and enter **Network name** (SSID), **Security**, and **Password** (if necessary) of your desired network.
3. Scroll down to **Advanced options** and press the Left soft key **[Check]**.
4. Scroll to the bottom to **Hidden network** and press the Left soft key **[Set]**.
5. Select **Yes** and press the Center soft key **[Save]**.

Wi-Fi Menu

The Wi-Fi menu lets you set up and connect to available Wi-Fi networks and configure advanced Wi-Fi options.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **Wi-Fi**.
2. Scroll down the screen and you will find the following options:
   - **Add network** to add a new Wi-Fi network.
   - **Advanced** to display the settings menus and information related to Wi-Fi such as **Open network notification**, **IP address**, and more.
   - **Saved networks** to display the saved networks list.

Bluetooth

Bluetooth is a short-range communications technology that allows you to connect wirelessly to a number of Bluetooth devices, such as headsets, hands-free car kits, and Bluetooth-enabled handhelds, computers, printers, and wireless phones. The Bluetooth communication range is approximately 30 feet.

Turn Bluetooth On or Off

Use the settings menu to enable or disable your phone's Bluetooth capabilities.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **Bluetooth** > **Bluetooth**.
2. Highlight **On** or **Off** and press the Center soft key **[Set]** to turn Bluetooth on or off.

Note: Turn off Bluetooth when not in use to conserve battery power, or in places where using a wireless phone is prohibited, such as aboard an aircraft and in hospitals.

Change the Device Name

The device name identifies your phone to other devices.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **Bluetooth**.
2. If Bluetooth is not turned on, highlight **On** and press the Center soft key **[Set]** to turn Bluetooth on.
3. Highlight **Device name** and press the Center soft key **[Select]**.

4. Edit the name for your phone in the dialog box, and press the Center soft key **[Rename]**.

Pairing (Connect to Other Devices)

Pairing with other devices makes your phone ready for connecting to them.

Note: Other devices' Bluetooth must be turned on before pairing.

Important: Perform the pairing process at a secure location.

Important: It is recommended to use a passcode of at least eight digits for pairing with a device without a predefined PIN.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **Bluetooth**.
2. If Bluetooth is not switched on, select **Bluetooth** > **On** to turn Bluetooth on.
3. Select **Pair new device**. Your phone will show a list of nearby Bluetooth devices.
4. Highlight the device name you want to connect and press the Center soft key **[Select]**. Your phone then automatically tries to pair with it.
5. If prompted, enter the passcode supplied with the connecting device, and then press the Left soft key **[Pair]**.
   - To change the connection settings, select **Paired devices**, highlight the connected device name and press the Right soft key **[Edit]**.
     - Highlight the **Name** field to change the connected device name.
     - Mark or unmark the **Use for** check boxes to set the connection type.
     - Press the Right soft key **[Forget]** to remove the connection.

The pairing and connection status is displayed below the device name in the Paired devices list. When the Bluetooth headset or car kit is connected to your phone, the Bluetooth connected icon is displayed in the status bar.

Note: Due to different specifications and features of other Bluetooth-compatible devices, display and operations may be different, and functions such as transfer or exchange may not be possible with all Bluetooth-compatible devices.

Unpair from a Bluetooth Device

Unpairing from other devices makes your phone forget its pairing connection with them. To connect to the other devices again, you may need to enter or confirm a passcode again.

Disconnect a Bluetooth Device

1. From the Idle screen, press the Center soft key **[Menu] > Settings & tools** > **Settings** > **Wireless & networks** > **Bluetooth** > **Paired devices**.

2. Highlight the device you want to disconnect and press the Center soft key **[Select]** > **OK**.

Unpair from a Bluetooth Device

You can make your phone forget its pairing connection with another Bluetooth device. To connect to the other device again, you may need to enter or confirm a passcode again.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **Bluetooth** > **Paired devices**.

2. Highlight the device you want to unpair, press the Right soft key **[Edit]**, and then press the Right soft key **[Forget]**.

Send and Receive Information Using Bluetooth

You can use Bluetooth to transfer information between your phone and another Bluetooth enabled device such as a phone or notebook computer. The first time you transfer information between your phone and another device, you need to enter or confirm a security passcode. After that, your phone and the other device are paired you will not need to exchange passcodes to transfer information in the future.

Send Information from Your Phone to Another Device

You can send the following types of information, depending on the device you are sending to:

1. Set the receiving device to discoverable mode. You may also need to set it to "Receive Beams" or "Receive Files". Refer to the device's documentation for instructions on receiving information over Bluetooth.

2. On the phone, open the application that contains the information or file you want to send.

3. Follow the steps for the type of item you want to send. For example:

   - Pictures and videos (in Gallery): See Send Pictures and Videos.

4. If you are prompted to turn on Bluetooth, press the Left soft key **[Turn on]**.

5. Highlight the name of the receiving device and press the Center soft key **[Select]**.
6. If prompted, accept the connection on the receiving device, and enter the same passcode on both your phone and the other device, or confirm the auto-generated passcode.
7. On the receiving device, accept the file.

Receive Information from Another Device

Your phone is capable of receiving a wide variety of file types with Bluetooth, including pictures, videos, music, or contacts.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **Bluetooth**.
2. If Bluetooth is not switched on, select **Bluetooth** > **On** to turn Bluetooth on.
3. Select **Pair new device** and keep this screen open to make your phone visible to unpaired devices.
4. On the sending device, send one or more files to your phone. Refer to the device's documentation for instructions on sending information over Bluetooth.
5. If prompted, enter the same passcode on both your phone and the other device, or confirm the auto-generated passcode.
6. When your phone receives a file transfer request notification, press the Left soft key **[Accept]**.
7. When the file is transferred, a transfer complete notification is displayed on the notification screen. To access the notification screen, press the END/POWER key and press the Center soft key **[Menu]** > **Notifications**. Then, highlight the relevant notification, press the Center soft key **[View]**, and press again the Center soft key **[OK]** to open the received file.

Virtual Private Networks (VPN)

From your phone, you can add, set up, and manage virtual private networks (VPNs) that allow you to connect and access resources inside a secured local network, such as your corporate network.

Prepare Your Phone for VPN Connection

Depending on the type of VPN you are using at work, you may be required to enter your login credentials or install security certificates before you can connect to your company's local network. You can get this information from your network administrator.

Before you can initiate a VPN connection, your phone must first establish a Wi-Fi or data connection.

Add a VPN Connection

Use the Wireless & networks settings menu to add a VPN connection to your phone.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **VPN**.
2. Press the Right soft key **[Options]** > **Add profile** and enter the information for the VPN you want to add.

   Note: If you are asked to set up a screen lock, follow the on-screen instructions to set up a screen lock.

   - Information may include **Name**, **Type**, **Server address**, **PPP encryption (MPPE)**, **Username**, **Password**, etc.
   - Set up all options according to the security details you have obtained from your network administrator.
3. Press the Center soft key **[Save]**.

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

Connect to or Disconnect from a VPN

Once you have set up a VPN connection, connecting to and disconnecting from the VPN is easy.

Connect to a VPN

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **VPN**.
2. In the VPNs section, highlight the VPN you want to connect to, and press the Center soft key **[Select]**.
3. When prompted, enter your login credentials, and then press the Center soft key **[Connect]**. When you are connected, a VPN connected icon appears in the status bar.

4. Open the Web browser to access resources such as intranet sites on your corporate network.

Disconnect from a VPN

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **VPN**.
2. In the VPNs section, highlight the VPN you want to disconnect from, and press the Center soft key **[Disconnect]**.

When your phone has disconnected from the VPN, a VPN disconnected icon briefly appears in the status bar.

Browser

Your phone's Web browser gives you access to websites on the go, using data connections.

Launch the Browser

Launching the browser is as simple as opening the browser on your phone:

► From the Idle screen, press the Center soft key **[Menu]** > **Browser**. (The browser menu will be displayed.)

Learn to Navigate the Web

Navigating through menus and websites during a data session is easy once you have learned a few basics.

Selecting

To select on-screen items or links:

► Use the Navigation key to highlight an item and press the Center soft key .

Links, which are displayed as underlined text, allow you to jump to Web pages, select special functions, or even place phone calls.

Pointer

When the pointer function is available, an arrow icon appears on the status bar.

To move the on-screen pointer:

► Press the Navigation key up, down, left, or right.

To select on-screen items or links by using the pointer:

- ► Move the tip of the pointer on the selectable item or link and press the Center soft key **[Select]** or **[OK]**.

To disable the pointer:

- ► Press and hold the # SPACE key if you don't need the pointer. The pointer will disappear from the screen and the pointer icon on the status bar will change from to . You can enable the pointer again by long pressing the # SPACE key .

Note: You can change the size or speed of the pointer under Phone settings menu. See Pointer.

Go Back

To go back one page:

- ► Press the CLEAR/Back key CLR on your phone. Repeat this process to keep going back through your Web page history of recently visited pages.

Exit

To exit the browser:

- ► Press the Right soft key **[Options]** > **Exit**.

Keypad shortcut

Each key on the keypad can be used as a shortcut.

- 1: Zoom out
- 2 ABC: Scroll to top
- 3 DEF: Zoom in
- 4 GHI: Font size down

- 5 JKL: Search/Enter URL
- 6 MNO: Font size up
- 7 PQRS: Previous tab
- 8 TUV: Scroll to bottom
- 9 WXYZ: Next tab
- 0 +: Keypad shortcut

Browser Menu

The browser menu offers additional options to expand your use of the Web on your phone.

Open the Browser Options:

► From any open Web page, press the Right soft key **[Options]**.

Options available within the browser menu may include:

- **Bookmarks/History** to access and manage your bookmarks and history.
- **Homepage** to return to the home page.
- **Search/Enter URL** to launch a Web search or open a specific page by entering a URL.
- **Save to bookmarks** to add the currently viewed page to bookmarks.
- **Send** to send the URL to **Email**, **Message**, **Notepad**, or **Bluetooth**
- **Page operation** to display some options related to currently viewing page such as **Find on page**, **Zoom in/Zoom out**, **Save image,** and more.
- **Refresh** to reload the current Web page.
- **Forward** to return to a previously viewed page.
- **Downloads** to display a list of downloaded data.
- **Settings** to modify your Web settings.
- **Keypad shortcut** to display the keypad shortcut list.
- **Exit** to close the browser.

Tethering

You can share your phone's Internet connection via a USB cable or Bluetooth.

Note: Use of these services requires a subscription. Follow the on-screen instructions to subscribe.

USB Tethering

You can tether your phone to your computer with a USB cable and share your phone's Internet connection with your computer.

1. Connect a computer to your phone using the supplied USB cable.
2. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **Tethering & Mobile Hotspot** > **USB tethering**.
3. Highlight **On** and press the Center soft key **[Set]**.
4. Follow the on-screen instructions.

Bluetooth Tethering

You can share your phone's Internet connection with Bluetooth devices via Bluetooth.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **Tethering & Mobile Hotspot** > **Bluetooth tethering**.
2. Highlight **On** and press the Center soft key **[Set]**.
3. Pair your phone with a Bluetooth device. If they are already paired, establish their connection. See Pairing (Connect to Other Devices) for details.

Mobile Hotspot

Mobile Hotspot allows you to turn your phone into a Wi-Fi hotspot. The feature works best when used in conjunction with 4G LTE data services.

Turn Mobile Hotspot On

Note: Use of this service requires a subscription. Follow the on-screen instructions to subscribe to this service.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **Tethering & Mobile Hotspot** > **Mobile Hotspot** > **Mobile Hotspot**.

2. Highlight **On** and press the Center soft key **[Set]**.
   - If your phone's mobile data access is not enabled, you will be prompted to turn it on. Follow the on-screen instructions.
   - The first time you turn it on, you will be prompted to set up Mobile Hotspot.
3. Follow the on-screen instructions.
   - If necessary, change the name, password or security.
   - Confirm the Hotspot active icon appears at the top of the screen.

Camera and Video

You can use the camera or video to take and share pictures and videos. Your phone comes with a 5.0 megapixel camera with an autofocus feature.

Note: The Camera feature is not available on all models.

Take Pictures or Record Videos

Taking pictures with your phone's built-in camera is as simple as choosing a subject, aiming the lens, and pressing a key. In addition, you can record, view, and send videos to your friends and family with your phone's built-in video camera. Recording a video is as easy as taking a picture.

Take a Picture

1. Open the phone and press the Camera/Speaker key to activate camera mode.

   – or –

   From the Idle screen, press the Center soft key **[Menu]** > **Multimedia** > **Camera**.

2. Use the main screen to set up your shot.
   - Zoom in and out by pressing the Navigation key up and down.
   - To change the camera settings, press the Right soft key **[Settings]**. See Camera Settings.

3. Press the Center soft key **[Take]** to take the picture. The picture will automatically be saved in the selected storage area. See Camera Settings.

4. Press the Camera/Speaker key to access the Gallery app.

5. To return to the Camera, press the CLEAR/Back key .

Record a Video

1. Open the phone and press the Camera/Speaker key to activate camera mode.

   – or –

   From the Idle screen, press the Center soft key **[Menu]** > **Multimedia** > **Camera**.

2. Use the main screen to set up your shot.
   - Zoom in and out by pressing the Navigation key up and down.
   - To change the camera settings, press the Right soft key **[Settings]**. See Camera Settings.
3. Press the Left soft key **[Record]** to begin recording.
4. Press the Center soft key **[Stop]** to stop recording. The video will automatically be saved in the selected storage area. See Camera Settings.
5. Press the Camera/Speaker key to access the Gallery app.
6. To return to the Camera, press the CLEAR/Back key CLR.

Camera Settings

You can change the settings for your camera.

1. Open the phone and press the Camera/Speaker key to activate camera mode.

   – or –

   From the Idle screen, press the Center soft key **[Menu]** > **Multimedia** > **Camera**.
2. Press the Right soft key **[Settings]**.
3. The following options are available:
   - **Camera size** to select a picture size. Select from **High (5M pixel)**, **Normal (2M pixel)**, or **Low (0.1M pixel)**.
   - **Video size** to select a video size. Select from **High (720p)**, **Normal (480p)**, or **Low (240p)**.
   - **Flash/Light** to select a flash option. Select from **On**, **Auto (Camera only)**, or **Off**.
   - **Self-timer** to activate the camera's timer. Select from **Off**, **5 seconds**, or **10 seconds**.
   - **Focus** to select a focus mode. Select **Continuous AF** or **Infinity**.
   - **Auto review** to select whether or not to display for review after you take a picture. Select **On** or **Off**.

- **Shutter sound** to set a shutter sound. Select **On** or **Off**.
- **Storage** to select where to store your pictures and videos. Select **Phone** or **SD card** (only available when you have inserted a microSD card into your phone).

View Pictures and Videos Using Gallery

Using the Gallery application, you can view pictures and watch videos that you've taken with your phone's camera, downloaded, or copied onto your microSD card or your phone's internal memory.

Note: Some features are not available on all models.

For pictures that are on your microSD card or your phone's internal memory, you can do basic editing such as cropping. You can also easily assign a picture as your contact picture or wallpaper and share pictures and videos with your friends.

Open or Close Gallery

Open the Gallery App

► From the Idle screen, press the Center soft key **[Menu]** > **Multimedia** > **Gallery**.

– or –

From the camera screen, press the Camera/Speaker key .

Close the Gallery App

► While in the Gallery screen, press the END/POWER key .

View Pictures and Videos

You can browse through the pictures and videos in grid view by using the Navigation key.

1. From the Idle screen, press the Center soft key **[Menu]** > **Multimedia** > **Gallery**.

   – or –

   From the camera screen, press the Camera/Speaker key .

2. A thumbnail list will be displayed. Highlight an image by moving the blue frame with the Navigation key left, right, up, or down. Press the Center soft key **[View]** to select.

- To play a video, press the Center soft key **[Play]** and press the Center soft key **[Pause]** to pause the video. Press the navigation key left to rewind or right to forward the video.

3. While viewing a picture or video, the following options are available:

   - Press the Left soft key **[Guide]** to display available key functions such as **Rotate**, **Full screen**, **Zoom out**, **Zoom in**, etc.

   - Press the Right soft key **[Options]** to access the options menu. See Gallery Options Menu.

Gallery Options Menu

Various options are available while viewing a picture or video.

1. From the Idle screen, press the Center soft key **[Menu]** > **Multimedia** > **Gallery**.

   – or –

   From the camera screen, press the Camera/Speaker key .

2. Press the Right soft key **[Options]** to access the following options:

   - **Send** to share the selected images by using **Email**, **Message**, or **Bluetooth**. See Share Pictures and Videos.

   - **Set as** to set the currently selected picture as a contact photo or wallpaper.

   - **Delete** to delete the selected images. Select **Delete one** or **Delete multiple**.

     - **Delete one** to delete the currently selected image. Confirm the deletion by pressing the Left soft key **[Yes]**.

     - **Delete multiple** to select multiple images. Highlight images you want to delete by moving the blue frame with the Navigation key and press the Center soft key **[Select]**. A check mark will be placed on the selected images. After the selection, press the Left soft key **[Delete]** > **Yes**.

   - **Crop** to trim the selected picture. (Only available for pictures.) You can adjust the crop size by using the Left soft key **[Zoom out]** or the Right soft key **[Zoom in]**. Press the Center soft key **[Done]** when finished.

- **Details** to display information about the selected image, such as the file name, file size, date, etc.

– or –

Highlight a video and press the Center soft key **[View]**. Press the Right soft key **[Options]** > **Captions** to add captions to the video or manage them.

Share Pictures and Videos

The Gallery application lets you send pictures and videos using email or multimedia messages. You can also send them to another phone or your computer using Bluetooth. You can see some of the examples for sharing your pictures and videos below.

Send Pictures and Videos

You can send several pictures, videos, or both using Bluetooth, Email or Message.

1. From the Idle screen, press the Center soft key **[Menu]** > **Multimedia** > **Gallery**.

   – or –

   From the camera screen, press the Camera/Speaker key .

2. Press the Right soft key **[Options]** > **Send**.
3. Select Send one or Send multiple.
   - **Send one** to only send the currently selected image.
   - **Send multiple** to select multiple images. Highlight images you want to send by moving the blue frame with the Navigation key and press the Center soft key **[Select]**. A check mark will be placed on the selected images. After the selection, press the Left soft key **[Send]**.
4. Select **Email**, **Message**, or **Bluetooth**.
5. If you have selected Bluetooth, you'll be asked to turn on Bluetooth on your phone and connect to the receiving Bluetooth device so the files can be sent.

   – or –

   If you have selected Email or Message, fill in one or more recipients and compose your message. Then press the Center soft key **[Send]**.

Useful Tools

Learn how to use many of your phone's productivity-enhancing features.

Calculator

Your phone has a convenient calculator that lets you perform basic mathematical equations.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **General tools** > **Calculator**.
2. Press number keys to enter numbers.
   - Press the appropriate Navigation key for an arithmetic option (+ − × ÷).
   - Press the Asterisk SHIFT key to enter a decimal point.
   - Press the # SPACE key to change the sign for a number to a negative.
   - Press the CLEAR/Back key to erase a single character.
   - Press the Left soft key **[AC]** to clear all numbers and/or signs.
   - Press the Right soft key **[%]** to enter a percent sign.
3. Press the Center soft key **[=]** for the total.

Calendar

Use Calendar to create and manage events, meetings, and appointments. Your Calendar helps organize your time and reminds you of important events.

Add an Event to the Calendar

Add events to your calendar directly from the Calendar application.

Add an Event

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **General tools** > **Calendar**.
2. On any Calendar view, press the Right soft key **[Options]** > **New event**.

3. Highlight a setting field you want to enter such as event name, start/end date & time, location, etc., press the Left soft key **[Set]**, and then enter the details as necessary.

4. When finished, press the Center soft key **[Save]**.

Calendar Event Alerts

When your phone is turned on and you have an event alarm scheduled, your phone alerts you. There are several ways your phone alerts you to scheduled events:

- By playing the assigned ringtone or vibration type.
- By showing the event icon on the status bar.
- By showing the notification screen.

Event Reminders

If you have set at least one reminder for an event, the upcoming event icon will appear in the notifications area of the status bar to remind you of the upcoming event.

To view, dismiss, or snooze the reminder:

1. From the Idle screen, press the Center soft key **[Menu]** > **Notification**.

2. Highlight the event name on the notification screen, press the Center soft key **[View]**, and then select the following options.

   - Press the Left soft key **[Dismiss]** to dismiss the reminder.
   - Press the Center soft key **[Select]** to access the event details screen.
   - Press the Right soft key **[Options]** to display the Schedule notification options.
     - Select **Snooze** to postpone the event reminder for the set duration, or select **Set snooze duration** to set the snooze interval.
   - Press the CLEAR/Back key to keep the reminder pending on the Notifications screen.

To set reminder settings:

► On any Calendar view, press the Right soft key **[Options]** > **Settings** > **General settings** > **Notification settings** > **Notification** or **Default reminder time**.

View Calendar Events

You can display the Calendar in daily, weekly, monthly, or agenda view.

To open the calendar event details:

- In **Agenda** and **Day** views, highlight the calendar event you want to see and press the Center soft key **[View]**.
- In **Week** and **Month** views, highlight the date where the calendar event occurs and press the Center soft key **[Select]** to open the **Day** view. Then, highlight the calendar event you want to see and press the Center soft key **[View]**.
  - To change the calendar view, press the Left soft key **[Mode]**. Each time you press the key, **Week**, **Month**, **Agenda** views will appear alternately.

Note: You can access some useful options such as **Go to Today** and **Search event** by pressing the Right soft key **[Options]**.

Edit Calendar Events

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **General tools** > **Calendar**.
2. Open the calendar event details and press the Right soft key **[Options]**.
3. The following options are available:
   - **Edit** to edit the event.
     - If the event is a recurring event, select **Only this event**, **This and future events**, or **All events**. Available options may vary.
   - **Delete** to delete the event.
     - If the event is a recurring event, select **Only this event**, **This and future events**, or **All events**. Available options may vary.
   - **Send via Email** or **Send via Bluetooth** to share the event.

Alarm Clock

Your phone comes with a built-in alarm that has multiple alarm capabilities.

Set an Alarm

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **General tools** > **Alarm**.
2. Highlight an alarm and press the Center soft key **[Edit]**.
3. Scroll to the information field you want to enter.
4. Highlight a setting field you want to enter such as alarm on/off, time, repeat, etc., press the Left soft key **[Set]**, and then enter the details as necessary.
5. When finished, press the Center soft key **[Save]** to save your settings.

Alarms Options

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **General tools** > **Alarm**.
2. Highlight an alarm and press the Right soft key **[Options]**.
3. The following options are available:
   - **Turn on**/**Turn off** to turn on or off the highlighted alarm.
   - **Delete** to delete the highlighted alarm.
   - **Delete all** to delete all alarms.

Note: Press the Left soft key **[New alarm]** to add a new alarm.

Phone at Alarm Time

- At the set alarm time, the phone notifies you by ringtone, vibration, or light.
- Stopping an alarm:
  - Press the Left soft key **[Dismiss]** to dismiss the alarm.
  - Press the Right soft key **[Snooze]** to postpone the alarm for the set duration.

Timer

This feature allows you to use your phone as a timer to alert you when a specified period of time has elapsed.

Set a Timer

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **General tools** > **Timer**.
2. Highlight a timer and press the Right soft key **[Options]** > **Edit timer**.
3. Edit the time and press the Center soft key **[Set]**.
4. Press the Center soft key **[Start]** to start the timer.
   - Press the Center soft key **[Stop]** to stop the timer.
   - Press the Left soft key **[Reset]** to reset the timer.
   - Press the Center soft key **[Dismiss]** to dismiss the alarm when the setting time is reached.

Timer Options

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **General tools** > **Timer**.
2. Press the Right soft key **[Options]**.
3. The following options are available:
   - **Add** to add a timer.
   - **Edit timer** to edit the highlighted timer.
   - **Delete** to delete the highlighted timer.

Stopwatch

You can record split times or lap times with the built-in stopwatch.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **General tools** > **Stopwatch**.
2. Press the Left soft key **[Mode]** to select split timing or lap timing.
3. Press the Center soft key **[Start]** to start the stopwatch.
4. Press the Left soft key **[Split/Lap]** to record the time.

5. Press the Center soft key **[STOP]** to stop timing.

6. Press the Right soft key **[Reset]** to reset the stopwatch to zero.

World Clock

You can add the time from around the globe on the World Clock screen.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **General tools** > **World clock**.

2. Press the Center soft key **[Add]**.

3. Highlight the cities you want and press the Center soft key **[Select]**.

4. Press the Left soft key **[Done]** when you are finished.

Tip: You can set to Daylight Savings Time on or off by pressing the Left soft key **[DST On]** or **[DST Off]** (if available).

Notepad

Your phone offers a simple notepad to allow you to store your notes.

Write a Note

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **General tools** > **Notepad**.

2. Enter a note if there is no saved item.

   – or –

   Press the Right soft key **[Options]** > **New note** and enter a note.

3. Press the Center soft key **[Save]**.

View or Edit a Note

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **General tools** > **Notepad**.

2. Highlight a note and press the Center soft key **[View]**.

   – or –

Highlight a note and press the Left soft key **[Edit]**.

Notepad Options

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **General tools** > **Notepad**.
2. Press the Right soft key **[Options]**.
3. The following options are available:
   - **New note** to add a note.
   - **Delete** to delete the selected note.
   - **Send via Email**, **Send via Bluetooth**, or **Send via Message** to share the selected note.
   - **Search** to search for a note.
   - **Account** to select an account to save notes.

Flashlight

Your phone is equipped with an LED flashlight.

Warning: Do not shine the LED flashlight into anyone's eyes, as doing so may compromise their vision and cause an accident.

To turn the LED flashlight on or off:

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **General tools** > **Flashlight**. The LED flashlight turns on.
2. Press the Center soft key **[Turn off]** to turn the LED flashlight off.

Note: You cannot use the LED flashlight in certain situations, such as when the battery is very low.

FM Radio

You can listen to the radio through your phone's FM radio function.

Note: An optional earphone (sold separately) functions as an antenna. Plug it into the headset jack before turning on the radio.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **General tools** > **FM radio**. The FM radio will turn on and FM radio icon will appear in the status bar.
   - If a message information screen is shown, select **Don't show again** or **Close this screen**.
2. While FM radio turned on, the following options are available:
   - Press the Navigation key up or down to change the volume.
   - Press the Navigation key left or right to tune the radio.
   - Long press the Navigation key left or right to start auto tuning mode.
   - Press the END/POWER key to play in the background.
   - Press the CLEAR/Back key to end the radio application.
   - Press the Center soft key **[Speaker]** or **[Earphone]** to alternate output method.
   - Press the Left soft key **[Favorites]** to open the Favorite list.
   - Press the Right soft key **[Options]** to access the options menu.

Eco Mode

The Eco Mode allows you to save battery life while using your phone.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **General tools** > **Eco Mode**.
2. Select **On**, **Auto on (Battery level)**, **Auto on (Timer)** or **Off**.
   - Press the Right soft key **[Options]** to access the options menu.

   Note: If you select **Auto on**, check the current battery level setting or timer setting through options menu and edit it if necessary.

Voice Commands

You can use your phone's built-in Voice Commands software to dial a phone number or to launch phone functions. All you have to do is to talk into the phone, and the system will recognize your voice and complete tasks by itself.

Activate the Voice Commands

► From the Idle screen, press the Voice commands key .

The phone prompts you to say the name of the command you want to use. To complete your task, simply follow the voice prompts.

Tip: Use Voice commands in a quiet environment so it can accurately recognize your commands.

Available Voice Commands include:

- **Call** <Name or #> to call an entry in your Contacts list or a spoken phone number. See Make a Voice Call Using Voice Commands for details.
- **Send Text** <Name or #> to send a message to an entry in your Contacts list or to a spoken phone number. See Send a Message Using Voice Commands for details.
- **Lookup** <Name> to display the detail screen of an entry in your Contacts list. See Display a Contacts Entry's Information Using Voice Commands for details.
- **Check** <Item> to check your phone's status. See Check Phone Status Using Voice Commands for details.
- **Go to** <Menu> to jump directly to menu items or applications. See Open Menus Using Voice Commands for details.

Tip: During Voice commands operation, press the Left soft key **[Help]** to get instructions for using this feature.

Make a Voice Call Using Voice Commands

1. From the Idle screen, press the Voice commands key .
2. When you hear "Say a command," say "**Call.**"
3. When you hear "Say the name or number," say a name or a phone number.
4. When you hear "Which location?," say a number type (for example, "Mobile").
5. When you hear "Did you say 'Call...?'" followed by the name or number, say "Yes" to confirm. Say "No" to change the selection or to try again.

Send a Message Using Voice Commands

1. From the Idle screen, press the Voice commands key .

2. When you hear “Say a command,” say “**Send Text**” or “**Send Message**.”
3. When you hear “Say the name or number,” say a name or a phone number.
4. When you hear “Which location?,” say a number type (for example, “Mobile”). The phone displays the text entry screen. See Send a Message for how to compose a message.

Display a Contacts Entry’s Information Using Voice Commands

1. From the Idle screen, press the Voice commands key .
2. When you hear “Say a command,” say “**Lookup**.”
3. When you hear “Say the name,” say a Contact’s name. The phone displays the detail screen for that Contacts entry.

Check Phone Status Using Voice Commands

You can use Voice commands to obtain information about your phone's status, such as **Time**, **Signal Strength**, **Battery**, and **Volume**.

1. From the Idle screen, press the Voice commands key .
2. When you hear “Say a command,” say “**Check**.”
3. When you hear “Which status item?,” say a command.

Open Menus Using Voice Commands

You can jump directly to many menu items or applications by saying “Go to” followed by a menu option.

1. From the Idle screen, press the Voice commands key .
2. When you hear “Say a command,” say “**Go to**.”
3. When you hear “Which shortcut?,” say an application name (for example, “Call history”).
4. The phone opens the selected menu.

Tip: Say “**More Options**” to display additional application names.

Voice Commands Settings

Configure the automatic speech recognition settings.

To change Voice commands confirmation:

1. From the Idle screen, press the Voice commands key .
2. Press the Right soft key **[Settings]** > **Name confirmation**.
3. Highlight an option and press the Center soft key **[Set]**.
   - **Always Confirm** to always ask for confirmation.
   - **Never Confirm** to never ask for confirmation.

To change the Voice commands dialing region:

1. From the Idle screen, press the Voice commands key .
2. Press the Right soft key **[Settings]** > **Dialing Region**.
3. Highlight an option and press the Center soft key **[Set]**.
   - **North America** to recognize only numbers valid in North America.
   - **Other** to recognize any number regardless of location.

microSD Card

A microSD card is an optional accessory that allows you to store images, videos, music, documents, and voice data on your phone. Your phone supports a microSD card that has up to 512 GB.

Note: You can easily damage the microSD card by improper operation. Please be careful when inserting, removing, or handling the microSD card.

Note: Make sure your battery is fully charged before using the microSD card. Your data may become damaged or unusable if the battery runs out while using the microSD card.

View the microSD Card Memory

► From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **Storage**. You can see the storage information under **SD card**.

Unmount SD Card

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **Storage**.
2. Highlight **SD card** and press the Right soft key **[Unmount]**.

Format microSD Card

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **Storage**.
2. Highlight **SD card** and press the Left soft key **[Erase]**.
3. Read the disclaimer, and press the Left soft key **[Yes]**.

CAUTION! 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.

Use the Phone's microSD Card as a Media Device

1. Connect the phone to your computer using the supplied USB cable.
2. From the Idle screen, press the Center soft key **[Menu]** > **Notifications**.
3. Highlight the **USB mode** notification and press the Center soft key **[View]**.
4. Select **Media device (MTP)** and press the Center soft key **[Set]**. See USB Mode.
5. On your computer, the connected phone is recognized as a portable media device. Navigate to the device and select **SD card**.
6. Manage the data as you wish, unmount the phone as required by your computer's operating system to safely remove your phone, and disconnect the phone from the computer.

Business Tools

Your phone comes with some key business features.

To access the following menus:

► From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Business tools**.

Device Control

Device Control is a feature intended to support specialized business processes by allowing you to restrict specific functionality. Use this feature if you want to disable certain functions.

Note: All settings including Device Control policy are erased when device is reset to factory setting. If you need more advanced device control or customization for your devices, please visit Kyocera Business Select. (https://kyoceramobile.com/business/business-select/)

Enable Device Control Mode

You need to follow the procedure below at the initial phone setup in order to use the Device Control feature after setup is complete.

1. When the Setup wizard starts, quickly press on the language selection screen.
   - If you have already set up your phone in the normal manner, reset the phone by using **Reset phone** menu under **Settings** to repeat the setup process. See Reset Your Phone and Phone Content.
2. Read the information and press the Left soft key **[Yes]**.
3. Complete the Setup wizard by following the on-screen instructions.

Set Up Device Control

You can restrict some functions such as Wi-Fi, Bluetooth, outgoing calls, etc.

1. From the Business tools screen, select **Device Control**.
2. Enter password and press the Center soft key **[SignIn]**.

Note: The default password for the Device Control feature is **000000**. You can change it by pressing the Right soft key **[Options]** > **Change Password**.

3. Select the function you want to control, highlight a menu, and press the Center soft key **[Edit]**.

4. Highlight **On** and press the Center soft key **[Set]**.

5. Press the Left soft key **[Done]**. The review screen will be displayed.

6. Press the Left soft key **[Yes]** to activate the Device Control policy you have set up.

Tip: You can easily copy your Device Control policy to another device by using the QR code and Wi-Fi functions. Press the Right soft key **[Options]** > **Export Policy** (sending device) or **Import Policy** (receiving device). To use this function, a Wi-Fi connection needs to be available.

Carkit Power On or Off

This feature will be useful for those who use PTT function with a compatible hands-free carkit while driving, such as bus and truck drivers.

Note: The hands-free carkit is sold separately.

1. From the Business tools screen, select **Carkit Power On/Off**.

2. The following options are available:

   - **Power on only**: The phone will be powered on automatically when you turn on your vehicle's ignition. The phone must be powered off manually.

   - **Power on and off**: The phone will be powered on and off automatically when you turn on or off your vehicle's ignition.

   - **Off**: The phone must be powered on and off manually

Note: This feature works only with carkits which use the phone's charging contacts and does not support carkits designed to connect to the phone wirelessly or via USB C port.

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Settings

The following topics provide an overview of items you can change using your phone's **Settings** menus.

Wireless & Networks Settings

Airplane Mode

Airplane Mode allows you to use many of your phone's features, such as games and voice memos, when you are on an airplane or in any other area where making or receiving calls or data is prohibited. When you set your phone to Airplane Mode, it cannot send or receive any calls or access online information.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **Airplane mode**.
2. Highlight **On** or **Off** and press the Center soft key **[Set]** to turn Airplane mode on or off.

While in Airplane mode, the status bar will display the Airplane mode icon .

Wi-Fi Settings

For details on your phone's Wi-Fi settings, see Wi-Fi.

Bluetooth Settings

For details on your phone's Bluetooth settings, see Bluetooth.

Tethering Settings

For details on your phone's tethering settings, see Tethering.

Mobile Hotspot Settings

For details on your phone's Mobile Hotspot settings, see Mobile Hotspot.

VPN Settings

For details on your phone's VPN settings, see Virtual Private Networks (VPN).

Mobile network Settings

This menu lets you configure the settings related to mobile data services.

- From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **Mobile network**.

The following settings options are available.

Mobile data

Use the settings menu to enable or disable your phone's mobile data access.

Data usage

The Data usage menu lets you view and manage your phone's data usage.

Warning: The usage displayed is measured by your phone. Your carrier's data usage accounting may differ and the usage in excess of your data limit plan can result in charges. The data usage limit set in this menu is not guaranteed to prevent additional charges.

International data roaming

You can enable or disable mobile data services while you are outside the US.

Access Point Names

You can edit existing access points.

Network operators

You may select a network operator.

Note: This menu may not be available on your device.

Emergency Alerts

Your phone is compatible with federally supervised cell phone alert services which send out broadcast SMS messages for public warning.

View an Emergency Alert

- If you have an Emergency Alert notification, press the Center soft key **[Select]** on the notification screen to open it.

  – or –

  From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **Wireless emergency alerts**.

Emergency Alert Settings

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Wireless & networks** > **Wireless emergency alerts**.

2. Press the Left soft key **[Settings]**.

   - **Receive alerts** to select which types of alerts you want to receive such as **Extreme Alert** or **AMBER Alert**.

   - **Notification settings** to configure how you want to be notified.

Note: Presidential is always grayed out (not selectable) and cannot be disabled.

Tip: For more information about Emergency Alerts, press the Left soft key **[Help]**.

Accessibility

The Accessibility menu lets you enable and manage accessibility-related features.

Readout

Readout allows you to hear voice prompts and spoken numbers or key names as you press a key, and also to hear menus and options, Contacts names, email addresses, URLs, etc., as you highlight each item on-screen. (The default setting is **Off**.)

Turn On Readout

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Accessibility** > **Readout**.

2. Select **On** and press the Center soft key **[Set]**.

Note: When the media volume is set to **OFF**, Voice readout does not work.

Speech Rate

You can adjust the rate at which on-screen text is spoken by the phone.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Accessibility** > **Speech rate**.

2. Select from **Slow**, **Normal**, or **Fast**.

3. Press the Center soft key **[Set]**.

Speech Pitch

You can adjust the pitch at which on-screen text is spoken by the phone.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Accessibility** > **Speech pitch**.
2. Select from **Very low**, **Low**, **Normal**, **High**, or **Very high**.
3. Press the Center soft key **[Set]**.

Font Size

Select the font size on the screen. This setting does not affect all screens.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Accessibility** > **Font size**.
2. Select from **Normal**, **Large**, or **MagniFont**.
3. Press the Center soft key **[Set]**.

Color Inversion

Set the display color inversion on or off.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Accessibility** > **Color inversion**.
2. Select **On** or **Off**, and then press the Center soft key **[Set]**.

Color Correction

Set the display color correction on or off, and select color correction mode.

Turn On or Off Color Correction

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Accessibility** > **Color correction** > **Color correction**.
2. Select **On** or **Off**, and then press the Center soft key **[Set]**.

Select Correction Mode

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Accessibility** > **Color correction** > **Correction mode**.

2. Select from **Deuteranomaly (red-green)**, **Protanomaly (red-green)**, or **Tritanomaly (blue-yellow)**.

3. Press the Center soft key **[Set]**.

Persistent Alerts

Select options for the Persistent alerts.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Accessibility** > **Persistent alerts**.

2. Press the Left soft key **[Turn on]** or **[Turn off]** to turn Persistent alerts on or off.

3. The following options are available:

   - **Audible tone**: Set to **On** to beep when a notification is on the notification bar.
   - **Vibrate**: Set to **On** to vibrate when a notification is on the notification bar.
   - **Blink LED**: Set to **On** to blink the LED indicator when a notification is on the notification bar.
   - **Repeat interval**: Sets the reminder interval.

Captions

You can customize the language and the style of the displayed captions.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Accessibility** > **Captions**.

2. Press the Left soft key **[Turn on]** or **[Turn off]** to turn Captions on or off.

3. Configure the following settings:

   - **Language**: Select the language in which you want captions to appear.
   - **Text size**: Select the size for your caption text.
   - **Caption style**: Select the style and color for your caption. If you select **Custom**, you can then select more options for texts, background color, or display.

   Note: To preview the captions, press the Right soft key **[Preview]**.

Mono Audio

Set the Mono audio on or off.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Accessibility** > **Mono audio**.

2. Select **On** or **Off**, and then press the Center soft key **[Set]**.

Sound Balance

Adjust the sound balance for use with external devices such as earphones.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Accessibility** > **Sound balance**.

2. Move the slider to adjust the balance by pressing the Navigation key left or right. A sound clip will play when you move the slider.

3. Press the Center soft key **[Set]**.

Real Time Text

Real time text (RTT) lets you use text to communicate during a phone call. RTT works without any external TTY keyboards. As you text during a RTT call, the person you are talking with can see you type your message in real time.

Real Time Text Settings

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Accessibility** > **Real Time Text**.

2. Select **Always visible** to show the RTT option automatically for every call, or **Visible during calls**.

Call Using Real Time Text

1. Confirm if the RTT settings is set to **Always visible**.

2. Enter a phone number.

3. Press the Right soft key **[Options]** > **Call with RTT**.

4. When connected, type a message in the text field.

Answer an Incoming Call Using Real Time Text

► Select **Answer with RTT** to answer an incoming call in RTT mode.

Hearing Aid – Telecoil Mode

Hearing aid mode was designed for hearing aids that have a telecoil. To use the telecoil function in your phone, you will need to set the Hearing aid mode to **On**.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Accessibility** > **Hearing aid**.

2. Select **On** or **Off**, and then press the Center soft key **[Set]**.

   Note: You may need to enable the telecoil in your hearing aid. See your hearing aid manufacturer's instructions.

Sound Settings

The Sound settings menu lets you customize your phone's sounds.

Volume

Adjust your phone's volume settings to suit your needs and your environment.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Sound settings** > **Volume**.

2. Select **Master volume**, **In-call volume**, **Alarm volume**, or **Media volume**.

3. Select a volume level by pressing the Navigation key up or down.

4. Press the Center soft key **[Set]** to save the setting.

Tip: You can adjust the Master volume when you are not on a call or adjust the In-call volume during a call by using the Volume keys.

Also Vibrate for Calls

Set your phone to ring and vibrate simultaneously.

Phone Ringtone

Assign a ringtone to your incoming calls.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Sound settings** > **Phone ringtone**.

2. Make your desired selection.

Vibration Pattern

Select a vibration pattern.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Sound settings** > **Vibration pattern**.

2. Make your desired selection.

Vibration Intensity

Select your phone's vibration intensity.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Sound settings** > **Vibration intensity**.

2. Select from **Weak**, **Medium**, or **Strong** and press the Center soft key **[Set]**.

Notification Sound

Select a sound for notifications.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Sound settings** > **Notification sound**.

2. Make your desired selection.

Persistent Alerts

Set alerts such as beep, vibration, or LED blinking for notifications. See Persistent Alerts.

Alarm Sound

Assign a sound for alarms.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Sound settings** > **Alarm sound**.

2. Make your desired selection.

Other Sound and Vibrations

► From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Sound settings** > **Other sound and vibrations**.

Keypad Tone

Select a tone for the keypad.

Vibrate on Keypress

You can enable vibrate on keypress.

Battery Charging Tone

You can set a notification tone that will sound when battery charging starts.

Battery Charged Tone

You can set a notification tone that will sound when the battery is fully charged.

Display Settings

Adjusting your phone's display settings not only helps you see what you want, but can also help increase battery life.

► From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Display settings**.

Brightness Level

Adjust your screen's brightness to suit your surroundings.

Wallpaper

Select and assign your phone's background wallpaper.

1. Select **Preloaded** or **Gallery**.
2. Select an image. Press the Left soft key **[Preview]** to display the preview.
3. Press the Center soft key **[Set]** or **[Select]** to assign it.

Display Backlight

Select the delay time before the display backlight automatically turns off.

Key Backlight

Select the delay time before the key backlight automatically turns off.

Font Size

Adjust the font size for the screen. This setting does not affect all screens.

Notifications

You can enable or disable notifications on the Idle screen and the lock screen. When you choose **On**, new email, new message, missed call, and voicemail notifications will be shown there.

Main Clock

Select to turn on or off the clock display on the Idle screen.

Outer Clock

Select a clock display on the outer screen with the phone closed.

Main Menu

Configure the layout of your phone's main menu. See Customize Main Menu Screen.

Menu Layout

Set your phone's main menu to **Grid view** or **List view**.

Navi Key Guide

Select **On** to display the navigation key guide on the Idle screen.

Programmable Keys

You can assign specific functions to certain of your phone's physical keys. To call up the assigned function, simply press the key.

Set Programmable Keys

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Programmable keys**.
2. Select **PTT key**, **SOS key**, **External speaker key**, or **Call list key**.
3. Highlight an application/menu/function and press the Center soft key **[Set]**.

Set Navigation Key Shortcuts

You can use the Navigation keys as shortcuts to access specific menu items directly from the Idle screen. You can reassign the default shortcuts to the menu items you choose.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Programmable keys** > **Navigation keys**.
2. Highlight the Navigation key you wish to reassign and press the Center soft key **[Select]**.
3. Highlight an application/menu/function and press the Center soft key **[Set]**.

Phone Settings

The Phone Settings menu allows you to configure your phone's system settings.

► From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings**.

Language & Input Settings

Language

You can choose to display your phone’s on-screen menus in English, in Spanish, or in French.

Text Options

The text entry options menu allows you to specify additional features to use during the text entry process.

Pointer

The pointer function is available in some apps such as Browser in which the pointer icon will appear in the status bar. You can configure pointer functions with menus including **Startup confirm**, **Pointer size**, and **Pointer speed**.

Note: You can hide the pointer by long pressing the # SPACE key .

Keyguard

Use this feature to lock the external keys while the phone is closed to prevent accidental key presses.

► Select one of the following options:

- **On - Long press** to temporarily disable the keyguard by pressing and holding the External speaker key while the phone is closed.
- **On - Press 2 keys** to temporarily disable the keyguard by pressing the Call list key and the Volume down key sequentially while the phone is closed.
- **Off** to disable the keyguard.

Storage

The Storage settings menu lets you manage the storage in your phone and provides options for your microSD card.

- **Internal storage**: View the total space and used space in your phone's internal storage.
- **SD card**: View total space and used space on an optional installed memory card. For more information about the SD card options, see microSD Card.

USB Mode

The USB mode menu lets you select the connection mode you want to use. This setting is available only when connected to the USB port of a computer.

► Select one of the following options:

- **Charge only**: Charges the battery.
- **Media device (MTP)**: Connects the phone as a media device and transfers media files.
- **Photo transfer (PTP)**: Connects the phone as a digital camera device and transfers only image files.
- **USB tethering**: Lets the PC use your phone to connect to the Internet.

Location Settings

The Location menu lets you decide whether you allow your phone to collect and use location information.

► Select one of the following settings:

- **High accuracy**: Use GPS, Wi-Fi, and cellular networks to determine location.
- **Device only**: Use GPS to determine your location.
- **E911 only**: Only allow emergency personnel to locate you if you dial 9-1-1.

Security

The security settings menus let you set screen lock type and screen lock time, change your security code, and use many options such as call restrictions, reset phone, encryption, etc.

Screen Lock Type

The lock screen settings allow you to lock your phone's screen and enhance the security.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **Security** > **Screen lock type**.
2. Choose the lock type:
   - **None**: Turn off the screen lock.
   - **PIN**: Enter four to sixteen digits PIN code to unlock.
   - **Password**: Enter four to sixteen letters, digits, or symbols to unlock.

Automatically Lock

Set the time delay to activate the screen lock feature after the device enters sleep mode. This setting is available only when you have set a PIN or password as screen lock type.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **Security** > **Automatically lock**.
2. Make your desired selection.

Edit Code

You can change the passcode to be used to restrict your calls or reset your phone. See Call Restrictions or Reset Your Phone and Phone Content.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **Security** > **Edit code**.
2. Enter your passcode and press the Center soft key **[OK]**.
3. Enter a new passcode and press the Center soft key **[OK]**.
4. Enter the new passcode again to confirm and press the Center soft key **[OK]**.

Call Restrictions

This allows you to restrict certain calls from or to your mobile phone.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **Security** > **Call restrictions**.
2. Enter your passcode and press the Center soft key **[OK]**.
3. Select **Incoming calls** or **Outgoing calls**.
4. Select from **Allow all**, **Contacts only**, or **Block all**.

Note: You can change the security passcode under Edit code menu. See Edit Code.

Show passwords

Allows you to see passwords as you type.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **Security** > **Show passwords**.
2. Select **On** or **Off**, and then press the Center soft key **[Set]**.

Device admin apps

View, activate, or deactivate device administrators.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **Security** > **Device admin apps**.
2. Select an application you want to manage.
3. Read the on-screen information, highlight **Activate/Deactivate this device admin app**, and then press the Center soft key .

Encrypt & credentials

You can encrypt the data on the SD card installed in your phone. You need to enter the PIN or password for the screen lock for the operation. To set up a PIN or password, see Screen Lock Type.

Warning: Do not use the phone or remove the SD card during the encryption and decryption processes as some or all of your data will be lost.

To encrypt the data on your SD card:

1. Charge the battery first. If the phone does not have sufficient battery charge, the encryption process cannot be initiated.
2. With your phone connected to a power source, from the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **Security** > **Encryption & credentials** > **Encrypt SD card**.
3. Read the message and press the Right soft key **[Next]**.
4. Enter the PIN or password and press the Center soft key **[OK]**.
5. Read the message and press the Center soft key **[Encrypt]**. The encryption process starts.

To decrypt the data on your SD card:

1. Charge the battery first. If the phone does not have sufficient battery charge, the encryption process cannot be initiated.
2. With your phone connected to a power source, from the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **Security** > **Encryption & credentials** > **Encrypt SD card**.
3. Read the message and press the Right soft key **[Next]**.
4. Enter the PIN or password and press the Center soft key **[OK]**.

5. Read the message and press the Center soft key **[Decrypt]**. The decryption process starts.

Manage credentials

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **Security** > **Encryption & credentials**.
2. The following settings are available:
   - **Trusted credentials**: Allows you to see the trusted credentials in your phone's system.
   - **Install from SD card**: Allows you to install encrypted certificates from **SD card**.
   - **Clear credentials**: Clears all the credentials on your phone.

SIM card lock

Set up a PIN to lock your phone's SIM card (may not be available on your device).

1. From the Idle screen, press the Center soft key [**Menu**] > **Settings & tools** > **Settings** > **Phone settings** > **Security** > **SIM card lock**.
2. The following settings are available:
   - **Lock SIM card** to require a PIN in order to use your phone.
   - **Change SIM PIN** to change your PIN code.

Accounts Settings

Add and manage accounts on your phone.

Set Up a New Account

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **Accounts**.
2. Highlight **Add account** and press the Center soft key **[Select]**.
3. Select an account type.
4. Follow the instructions on the screen to set up an account.
   - Depending on the account type, you may need to enter an email address or user address, password, domain name, or other information.

Manage Existing Accounts

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **Accounts**.
2. Highlight an account and press the Center soft key **[Select]**
   - **Account settings** to configure detailed settings.
   - **Account sync** to sync your accounts.
   - **Remove account** to remove the selected account from your phone.

Date & Time Settings

Use the Date & Time settings menu either to automatically use the network-provided date and time or manually set these values, as well as select time and date format options.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **Date & time**.
2. Select **Automatic date & time** and select **Off** to set it off.
   - If set to **On**, you cannot set the date or time values manually.
3. Select **Set date**. Adjust the month, date, and year by pressing the Navigation key up, down, left, or right, or by using the keypad. Press the Center soft key **[Set]** when finished.
4. Select **Set time**. Adjust the hour and minute and select **AM** or **PM** by pressing the Navigation key up, down, left, or right, or by using the keypad. Press the Center soft key **[Set]** when finished.
5. Select **Automatic time zone** and select **Off** to set it off.
   - If set to **On**, you cannot set the time zone values manually.
6. Choose **Select time zone** and then select a time zone from the on-screen list. Scroll down the list to view additional time zones. Press the Center soft key **[Set]** when finished.
7. Select **Use 24-hour format** and select **On** to set to 24-hour format.

Reset Your Phone and Phone Content

This option lets you clear different types of personal information stored on your phone and reset your phone to factory settings.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **Reset phone**.
2. Enter your passcode and press the Center soft key **[OK]**. See Edit Code.
3. Read the message. If you also want to erase all data on the inserted SD card, scroll down to highlight the **Erase SD card** check box, press the Center soft key **[Check]**, and then press the Right soft key **[Next]**.
4. Enter your PIN or password, if required. See Screen Lock Type.
5. Press the Center soft key **[Reset]**. Your phone will power down and reset itself, which may take up to 10 minutes.

   Warning: Deleted data CANNOT be retrieved.

SIM Toolkit

SIM Toolkit allows you to access the SIM menu.

Note: To use this feature, you must insert a valid SIM card in the SIM card holder and the services must be supported by your service provider. Contact your service provider for more details.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **Phone settings** > **SIM Toolkit**.
2. Follow the on-screen instructions to proceed..

Call Settings

Your phone's Call settings menu lets you configure your Voicemail options and a number of other settings for the phone application. See Call Settings.

About Phone

The About phone menu lets you access and view important phone information including your phone number, SIM status, compliance-related information, and more.

► From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Settings** > **About phone**.

Note: You can access the Safety & Warranty information via Internet by selecting **Safety & Warranty**.

Support & Services

You can quickly access the useful information for your mobile life with menus below.

1. From the Idle screen, press the Center soft key **[Menu]** > **Settings & tools** > **Support & services**.
2. The following options are available:
   - **Call customer support** to place a call to Kyocera customer support.
   - **Call business support** to place a call to Kyocera Business Select team.
   - **Find accessories** to search for the best accessories for your phone via Internet.
   - **Battery care** to extend the overall life span of your phone's battery.

     Note: With Battery care mode turned **On**, the battery will not charge above 85% of capacity. This will maximize the number of charge cycles for the battery.

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