

# Additional Product Information



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# 1 Registering the iPAQ

## Registering your HP iPAQ

When you register your HP iPAQ with Hewlett-Packard, you receive e-mail regarding special offers and promotions. Take time now to register your HP iPAQ online at [www.register.hp.com](http://www.register.hp.com).

If your mailing or e-mail address needs to be updated after registering, enter your user ID and registration password to edit your online profile at [www.register.hp.com](http://www.register.hp.com).

## 2 Phone

## Differences Between GSM and GPRS/EDGE Technology

GSM technology is typically used for voice calls and text messaging, whereas GPRS/EDGE technology provides a connection to the Mobile Phone Network that can be used for Web browsing, Multimedia Messaging Service (MMS), or accessing your corporate network.



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**NOTE** Using GPRS/EDGE data services are typically an additional charge to your standard mobile phone service. Check with your mobile phone service provider for data services and cost.

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## Checking Your Connection and Signal Strength

After you insert an active SIM card into your HP iPAQ, your unit connects to your service provider's network.

The signal strength icon indicates that you are connected to your service provider's network. A full strength connection is indicated by a full signal strength icon. The number of vertical bars in the icon diminish as the signal strength diminishes. No bars indicate no signal.

## Muting a Call

During a call, you can mute your microphone so that the person with whom you are speaking cannot hear you, but you can still hear the person.

- From the on-screen phone keypad, tap **Mute**.

## Putting a Call on Hold

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

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

## Making a Conference Call

1. Tap the **Answer/Send** button.
2. From the on-screen phone keypad, dial the first number.
3. Tap **Talk**.
4. Once you are connected, tap **Hold**.
5. Dial the second number, and then tap **Talk**.
6. Once you are connected, tap **Menu > Conference**.



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

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# Changing the SIM Personal Identification Number

For security purposes, the Subscriber Identity Module (SIM) Personal Identification Number (PIN) protects your HP iPAQ against unauthorized access. You can assign a password to protect your device and information. Your first PIN comes from your wireless service provider.

1. Tap the **Answer/Send** button.
2. Tap **Menu > Options**.
3. Under **Security**, tap the **Change PIN** button.
4. Enter your current PIN.
5. Tap **Enter**.
6. Enter and confirm your new PIN.
7. Tap **OK**.

To enter a PIN before you make calls, check the **Require PIN when phone is used** button. Emergency calls can be placed at any time, without entering a PIN.

# Using Call History

## Managing Calls Using Call History

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

From the on-screen phone keypad:

- Tap **Menu > Call History** to view all of the calls in Call History.
- Tap **Menu > Filter** and select a different view to change the Call History view. When filtering **By Caller**, you see a list of all contacts on your unit who have a phone number assigned to them.
- Tap **Menu > Call Timers > Reset**, to reset the Recent Calls counter.



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**NOTE** The **All Calls** counter cannot be reset.

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- Tap **Menu > Call Timers** to delete Call History items older than a specific amount of time. Select a time period under **Delete call history items older than**.
- Tap **Menu > Delete All Calls** to clear the entire Call History.

## Making a Call From Call History

Use Call History to quickly call someone recently called or someone who recently called you.

1. Tap **Start > Phone > Menu > Call History**.
2. Tap the icon next to the desired number.

## Viewing Details About a Call

1. From the on-screen phone keypad, tap **Call History**.
2. Tap the phone number of which you want to view the details.

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

# Changing Phone Settings

## Changing the Ring Tone and Ring Type

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

1. Press the **Answer/Send** button.
2. From the on-screen phone keypad, tap **Menu > Options > Phone** tab.
3. Tap the **Ring type:** or **Ring tone:** listbox.
4. Select the sound you want to use.

## Locking and Unlocking the Phone

To lock the phone:

1. Press the **Answer/Send** button on the keyboard.
2. From the on-screen phone keypad, tap **Menu > Options**.
3. Select the **Require PIN when phone is used** check box.
4. Tap **Change PIN**.
5. Enter a Personal Identification Number (PIN) and press **Enter**.
6. Reenter new PIN for confirmation and press **Enter** for verification.

To unlock the phone:

1. Enter the PIN to access your device.
2. Press the **Answer/Send** button on the keyboard.
3. From the on-screen phone keypad, tap **Menu > Options**.
4. Uncheck the **Require PIN when phone is used** check box and tap **OK**.



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**NOTE** You can place an emergency call at anytime, without requiring a PIN.

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# Changing Service Settings

## Changing Phone Service Settings

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

To change service settings on the phone:

1. Press the **Answer/Send** button.
2. From the on-screen phone keypad, tap **Menu > Options > Services** tab.
3. Tap the service you want to change, and then tap the **Get Settings** button.
4. Make your changes and tap **OK**.

## Forwarding Calls

1. From the on-screen phone keypad, tap **Menu > Options > Services** tab.
2. Tap **Call Forwarding > Get Settings** button.
3. Select the **Forward all incoming phone calls** check box.
4. Enter the phone number that is to receive the forwarded calls.
  - **No answer** - phone cannot be answered.
  - **Unavailable** - phone is off.
  - **Busy** - line is busy.

## Configuring Caller ID

1. From the on-screen phone keypad, tap **Menu > Options > Services** tab.
2. Tap **Caller ID > Get Settings** button.
3. Tap **Everyone**.
4. Tap **OK**.

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

## Blocking Calls

1. From the on-screen phone keypad, tap **Menu > Options > Services** tab.
2. Tap **Call Barring > Get Settings** button.
3. Select the type of calls you want to block.

## Entering Voice Mail Or Text Messages Phone Number

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



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

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1. From the on-screen phone keypad, tap **Menu > Options > Services** tab.
2. Tap **Voice Mail and Text Messages > Get Settings** button.
3. Enter the voice mail or text message phone number in the appropriate box.
4. Tap **OK**.

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

### **Limiting Calls to Specific Area Codes or Phone Numbers**

1. From the on-screen phone keypad, tap **Menu > Options > Services** tab.
2. Tap **Fixed Dialing** in the listbox > **Get Settings** button.
3. Select the **Enable fixed dialing** check box.
4. Tap and hold in the **Number patterns** box.
5. Tap **Add**.
6. Enter the phone number(s) and/or area code(s) that you want to be able to call.
7. Tap **Done** when you are finished.

# Changing Network Settings

## Changing Phone Network Settings

In Phone network settings, you can:

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

To change network settings:

1. Tap **Start > Settings > Personal tab > Phone > Network** tab.
2. Select the network setting option(s) you want to change.

To change network settings from the on-screen phone keypad:

1. Tap **Menu > Options > Network** tab.
2. Select the network setting option(s) you want to change.



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**NOTE** The current phone network your HP iPAQ is using is listed at the top of the screen and remains active until you change it, lose your signal, or change your SIM.

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## Viewing Available Phone Networks

To view all mobile phone networks available to you:

1. From the phone keypad, tap **Menu > Options > Network** tab.
2. In the **Network selection** list, tap **Manual**.
3. Tap the **Find Network** button to display all of the available mobile phone networks.
4. Tap **OK**.

## Setting Preferred Networks

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

To select a preferred network:

1. From the on-screen phone keypad, tap **Menu > Options > Network** tab.
2. Tap the **Set Networks** button and select your preferred networks.
3. Set the network preference order by tapping the **Move Up** or **Move Down** buttons.
4. Tap **OK**.

5. In the **Network** tab, tap the **Network selection** list.
6. Tap **Automatic**.

## Manually Selecting a Phone Network

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

1. From the on-screen phone keypad, tap **Menu > Options > Network** tab.
2. In the **Network selection** list, tap **Manual**.
3. Select the network you want to use and tap **OK**.
4. If your current network is unavailable, tap **Select**, and manually select a different network.

## Changing the Ringer Volume

To change the ringer volume to suit your situation and environment:

1. On the Navigation bar at the top of the **Today** screen, tap the **Speaker** icon.
2. Under the Phone icon, move the slider to the desired volume level.

Select **On**, **Vibrate**, or **Off** to quickly change both the ringer and system volume settings. For an alternate method, press the volume control button on the side of the HP iPAQ.



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**NOTE** During a phone call, changing the volume level under the Phone icon affects the earpiece volume rather than the ringer volume.

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# Taking Notes During A Call

To create a note during a call:

1. From the phone keypad, tap **Menu > Create Note**.
2. Enter your text.

To access a note you created during a call:

1. Tap **Call History** on the on-screen phone keypad.
2. Tap and hold the name or number for the phone call entry containing the note.
3. Tap **View Note**.

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

## Making a Call From a Hyperlink Phone Number

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

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

1. Tap the phone number.
2. Tap **Call** or press the **Answer/Send** button to dial the number.

## Dialing International Numbers

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

1. On the on-screen phone keypad, press and hold **0** until the plus (+) sign appears.
2. Enter the country code and phone number.



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

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## Automatic Frequency Band Selection

Your HP iPAQ has an integrated GSM/GPRS/EDGE feature that supports three (900/1800/1900) different frequency bands for international roaming. When traveling, between countries and/or wireless network operators, this feature changes the connection settings by generating an automatic search for frequency bands when your home bands are not available. This feature is the default setting on the HP iPAQ.

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

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

## Copying a Contact From a SIM to a Device

When using a Subscriber Identity Module (SIM) card in multiple devices, use SIM Manager to copy contacts from the SIM to the new device.

1. Tap **Start > Programs > SIM Contacts**.
2. Select the contact or contacts to copy.
3. Tap **Copy Now**.
4. Tap **Start > Programs > Contacts** and search for the added contacts to verify you copied the contacts to the device.

# Using Voice Notes

## Creating a Voice Note

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

1. Tap **Start > Programs > Notes**.
2. Do one of the following:
  - To create a stand-alone recording, record from the note list.
  - To add a recording to a note, create or open a note.



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

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3. Tap the **Record** button.
4. Speak into the microphone located at the top of the unit.
5. When finished recording the note, tap the **Stop** button on the Recording Toolbar.
6. When finished, tap **OK** to return to the note list.



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**NOTE** If recording in an open note, an icon appears in the note. If creating a stand-alone recording, an icon appears in the note list.

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Also, you can create a voice note in Photosmart Mobile and attach the note to a picture.

## Deleting a Voice Note

To delete a stand-alone recording voice note:

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

To delete a recording within a note:

1. Tap **Start > Programs > Notes**.
2. Open a note.
3. Tap and hold the voice note icon.
4. Tap **Clear**.

## Listening to a Voice Note

1. Tap **Start > Programs > Notes**.
2. Tap the speaker icon to hear the note.

## Renaming a Voice Note

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

## Configuring Channels

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

To configure the phone broadcast channels:

1. Tap **Start > Settings > Phone**.
2. Tap the **CBS** tab.
3. Under **Cell Broadcast Channels**, tap the **Enable** check box.
4. Tap the **More...** button.
5. Tap the **New** button then enter the channel name and number.
6. Tap **OK**.
7. Tap **OK**.

# 3 Connections

## Connections

You can use your HP iPAQ to connect to and exchange information with other handheld devices, your computer, various network types, or the Internet. There are several ways to get connected, including:

- Wi-Fi
- Bluetooth
- GPRS/EDGE
- Infrared (Beam)

All these connection types can be accessed by tapping **Start > Settings > Connections** tab.

## Connecting to Intranet URLs

To connect to intranet sites that have periods in their URLs (for example, intranet.companyname.com), add them to the Work URL Exceptions list.

1. Tap **Start > Settings > Connections** tab.
2. Tap **Connections > Advanced** tab > **Exceptions**.
3. Tap **Add new URL**.
4. In **Work URL**, enter the intranet URL.



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**NOTE** If you use many URLs that share the same root company name, you can avoid entering them individually by entering **\*.companyname.com**.

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## Changing an Intranet URL

1. Tap **Start > Settings > Connections** tab > **Connections > Advanced** tab > **Exceptions**.
2. Tap the intranet URL exception you want to change, then make the desired changes.



**NOTE** To delete a work URL exception, tap and hold it in the list, then tap **Delete**.

---

## Setting Up an Automatic Choice for Connections

If you have already created more than one connection, you can set up your HP iPAQ to connect to the best available connection automatically.

1. Tap **Start > Settings > Connections tab > Connections**.
2. Under **My ISP** or **My Work Network**, tap **Manage existing connections**.
3. Tap **Auto pick**.

## Setting Up Proxy Server Settings

If you are connected to your Internet Service Provider (ISP) or private network during synchronization, your device should download proper proxy settings during synchronization from your computer. If these settings are not on your computer or need to be changed, you can change them manually.

Before you begin, obtain the following information from your Internet Service Provider (ISP) or network administrator:

- User name
- Password
- Server type
- Proxy server name
- Port
- Type of Socks protocol used

To set up proxy server settings:

1. Tap **Start > Settings > Connections** tab > **Connections**.
2. If a proxy server has not been set up, tap **Set up my proxy server**. Otherwise, tap **Edit my proxy server**.
3. Select the **This network connects to the Internet** and **This network uses a proxy server to connect to the Internet** check boxes.
4. In the **Proxy server** box, enter the proxy server name.
5. To change such settings as port number or proxy server type, tap **Advanced** and change desired settings.

# Setting Up a WAP Gateway

To access Wireless Access Point (WAP) sites through Internet Explorer Mobile, configure your device to use a WAP gateway.

Before you begin, obtain the following information from your Internet Service Provider (ISP), mobile phone service provider, or network administrator:

- User name
  - Password
  - ISP server phone number
  - WAP gateway server name
  - Port number
1. Tap **Start > Settings > Connections** tab > **Connections > Advanced** tab > **Select Networks > Edit...** button. If a proxy server has not been set up, tap the **New...** button.
  2. On the **Proxy Settings** tab, select the **This network connects to the Internet** and **This network uses a proxy server to connect to the Internet** check boxes.
  3. If necessary, in the **Proxy server** box, enter the proxy server name.
  4. Tap **Advanced > WAP**.
  5. In the **Server** box, enter the WAP gateway server name. Under Port, enter the port number. The most common WAP port number is 9201.
  6. Enter any logon credentials required by the WAP gateway server.

## Configuring Advanced Proxy Settings

1. For the appropriate server type, enter the proxy server name and port.
2. If necessary, enter the credentials for connecting with your proxy server.
3. If you are configuring a Socks proxy, select **Socks 4** or **Socks 5**. If using Socks 5, enter the credentials for connecting with your proxy server.

# Using Advanced Connection Settings

1. Tap **Start > Settings > Connections** tab > **Wireless Manager**.
2. Tap the **Wi-Fi** icon to turn on Wi-Fi.
3. Connect to a network by tapping **Start > Settings > Connections** tab > **Connections** icon > **Advanced** tab > **Select Networks** button.
4. Select "My ISP" to connect to the Internet through an Internet Service Provider (ISP) or select "My Work Network" to connect to a company network. You should only choose "My Work Network" if the network requires a proxy server. If you need to change or create a new network management name, tap the **Edit...** or **New...** button and **OK**.
5. From the Connections screen, tap the **Advanced** tab to set up your **Dialing Rules** and **Exceptions** and press **OK**.

# Setting Up a VPN Server Connection

A Virtual Private Network (VPN) connection helps you to securely connect to servers, such as a corporate network, via the Internet.

Before you begin, obtain the following information from your network administrator:

- User name
- Password
- Domain name
- TCP/IP settings
- Host name or IP address of the VPN server

To set up a VPN server connection:

1. Tap **Start > Settings > Connections** tab > **Connections**.
2. Under **My Work Network**, tap **Add a new VPN server connection** and follow the instructions in the New Connection wizard.
3. Under most circumstances, you should not need to change any advanced settings. However, you need to change advanced settings when:
  - The server to which you are connecting does not use dynamically-assigned addresses, and you need to enter your TCP/IP settings.
  - You need to change server DNS or WINS settings.If either of these circumstances applies, from the **My VPN** screen, tap the **Advanced** button and fill in the appropriate information. Tap **OK** to save the changes and return to the **My VPN** screen.
4. To view additional information for any screen in the wizard or while changing settings, tap the **Help** question mark.



---

**NOTE** To change existing settings, under **My Work Network**, tap **Manage existing connections > VPN** tab. Select the desired VPN connection, tap **Edit**, then follow the instructions on the screen.

To manually start a connection, tap and hold the connection, then tap **Connect**.

To delete a connection, tap and hold the connection you want to remove, then tap **Delete**.

---

# Changing a Connection Group Name

Your device is already set up with three groups of connection settings: My ISP, My MMS Server, and My Work Network. You can change the name of these groups to something more meaningful. For example, if you put all of your corporate settings under My Work Network connections, you can change the name to your company's name.

1. Tap **Start > Settings > Connections** tab > **Connections**.
2. Under **My ISP**, **My MMS Server**, or **My Work Network**, tap **Manage Existing Connections**.
3. Tap the **General** tab.
4. Enter a name for the settings group.

## Ending a Connection

It can be useful to end a connection when you are done using it. This frees resources on your HP iPAQ and can save connection charges.

- When connected via a modem or Virtual Private Network (VPN), tap **Connections** icon > **Disconnect**.
- When connected via a cable, detach your HP iPAQ from the cable.
- When connected via infrared, move the HP iPAQ away from the other computer or device.
- When connected via Bluetooth, tap **Start > Settings > Connections** tab > **Bluetooth > Devices** tab. Tap and hold the connection name, and then tap **Delete**.
- When connected via a network (Ethernet) card, remove the card from your HP iPAQ.

# Wi-Fi

## Wi-Fi

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

- Access the Internet
- Send and receive e-mail
- Access corporate network information
- Use Virtual Private Networks (VPNs) for secure remote access
- Use hotspots for wireless connectivity

On the **Today** screen, tap the **Wireless Manager** icon to access the Wi-Fi features.



**NOTE** Use of dial-up and wireless Internet, e-mail, corporate networks, and other wireless communications, such as Bluetooth devices, may require separately purchased additional hardware and other compatible equipment, in addition to a standard Wi-Fi infrastructure and a separately purchased service contract. Check with your service provider for availability and coverage in your area. Not all web content may be available. Some web content may require installation of additional software.

## Wi-Fi Terms

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

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

## Automatically Connecting to a Wi-Fi Network

When you connect to a Wi-Fi network, the HP iPAQ automatically detects Wi-Fi networks that are broadcasting their signal. If your Wi-Fi network isn't set to broadcast, then you have to connect to it manually. Before trying to connect to a Wi-Fi network, determine if authentication information is needed by contacting your network administrator.

1. Tap the **Wireless Manager** icon.
2. Tap the **Wi-Fi** icon to turn Wi-Fi on.
3. Once the HP iPAQ detects a Wi-Fi network, you are asked to choose if you want to connect. Select the network you want to connect to and tap **Connect**.

## Manually Connecting to a Wi-Fi Network

A wireless network can be added manually by entering the settings information to add the network. Before trying to connect to a Wi-Fi network, determine if authentication information is needed by contacting your network administrator.

1. Tap the **Wireless Manager** icon.
2. Tap the **Wi-Fi** icon to turn Wi-Fi on.
3. Tap **Start > Settings > Connections** tab > **Network Cards > Wireless** tab > **Add New**.
4. Enter the Network name.
5. Choose a connection method. Select "The Internet" to connect to the Internet through an Internet Service Provider (ISP) or select "Work" to connect to a company network. You should only choose "Work" if the network requires a proxy server.
6. Tap the **Network Key** tab.
  - To use authentication, and select the authentication method from the **Authentication** list.
  - To use data encryption, select an encryption method from the **Data encryption** list.
  - To automatically use a network key, tap **The key is automatically provided**. Otherwise, enter the network key.



---

**NOTE** To delete a connection, tap **Start > Settings > Connections** tab > **Network Cards > Wireless** tab. Tap and hold the connection you want to remove, and then tap **Remove Settings**.

---

## Finding an IP Address

1. Tap the **Wireless Manager** icon.
2. Tap the **Wi-Fi** icon to turn Wi-Fi on.
3. Connect to a network automatically or manually by tapping **Start > Settings > Connections** tab > **Network Cards > Wireless** tab.
4. Select a Wi-Fi network and tap **OK**.
5. Tap **Advanced** located on the Wi-Fi tab. The Wi-Fi IP Address is shown here as well as other detailed information about your current Wi-Fi connection.

## Deleting a Wireless Network

You can delete networks you manually entered. However, if a network was automatically detected, you are not able to delete it.

To delete an existing or available wireless network:

1. Tap the **Wireless Manager** icon.
2. Tap the **Wi-Fi** icon to turn Wi-Fi on.
3. Tap the **Wi-Fi** tab **View Wi-Fi Networks > Wireless** tab.
4. In the **Configure Wireless Networks** box, tap and hold the network you want to delete.
5. Tap **Remove Settings**.

## Configuring 802.1x Authentication Settings

Before performing these steps, determine if authentication information is needed by contacting your network administrator.

1. To manually enter information, tap **Start > Settings > Connections** tab > **Network Cards > Wireless** tab.
2. In **Wireless networks**, select the network you want to configure.
3. For increased security, tap **802.1X** tab > **Use IEEE 802.1x network access control**. Then select the appropriate EAP type.

# Bluetooth

## Bluetooth Terms

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

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

## Working with Bluetooth Manager

Use Bluetooth Manager to:

- Establish connections
  - Exchange business cards
  - Display shortcuts
1. Tap the **Wireless Manager** icon.
  2. Tap the **Bluetooth** icon to turn Bluetooth on.
  3. Tap the **Bluetooth** tab > **Bluetooth Connections**. The first screen that displays is **My Shortcuts**.

When you are required to locate a device and connect to it, the Bluetooth browser searches for other Bluetooth devices.

## Connecting to a Computer via Bluetooth

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

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

## Using Your HP iPAQ as a Wireless Modem with Bluetooth

You can use your HP iPAQ as a wireless modem, so you can connect your Bluetooth personal computer (PC) to the Internet.

1. Turn on Bluetooth on both your HP iPAQ and your PC.
  - Tap the **Wireless Manager** icon.
  - Tap the **Bluetooth** icon to turn on Bluetooth.
2. Be sure that your HP iPAQ is discoverable.
  - Tap **Start > Settings > Connections** tab > **Bluetooth > Mode** tab.
  - Select **Make this devices discoverable to other devices** check box.
3. Place the HP iPAQ within 3 meters (approximately 10 feet) of the PC and open the Bluetooth management software provided with your PC. Refer to the PC documentation on Bluetooth and search for all Bluetooth devices.
4. Select your HP iPAQ from the resulting list and perform the necessary procedures to pair the devices via Bluetooth.
5. Once the devices are paired using the Bluetooth management software on your PC, discover the available Bluetooth services offered by the HP iPAQ and select **dial-up networking**.
6. On the HP iPAQ, tap **Accept** to complete the connection, if you are asked to do so.
7. On your computer, a user name and password screen appears. Contact your mobile phone service provider to obtain the appropriate username and password.
8. Enter **\*99#** in the Dial field and click **Dial**.



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

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Your HP iPAQ displays a notification indicating an active connection. This minimizes to become a telephone-like icon on the title bar.



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

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## Bluetooth Device Profiles

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

- ActiveSync—Uses SPP to connect to ActiveSync on a computer
- Advanced Audio Distribution Profile (A2DP)
- Audio Video Remote Control Profile (AVRCP)
- Basic Imaging Profile (BIP)
- Basic Printer Profile (BPP)
- Dial-up Networking (DUN)
- File Transfer Protocol (FTP)
- Generic Access Profile (GAP)
- Hands Free Profile (HFP)
- Headset Support Profile (HSP)
- Human Interface Device Profile (HID)
- LAN Access Profile (LAP)
- Object Exchange (OBEX) Protocol
- Object Push Protocol (OPP)
- Personal Area Network (PAN)
- Serial Port Profile (SPP)
- Service Discovery Application Profile (SDAP)

## Creating, Ending, and Accepting a Bluetooth Partnership

You can create a partnership between your HP iPAQ and another device that has Bluetooth capabilities. Once you do this, the devices must have Bluetooth turned on but do not need to be discoverable for you to exchange information between them.

1. Be sure the two devices are turned on, discoverable, and within close range.
2. Tap **Start > Settings > Connections** tab > **Bluetooth**.
3. Tap **Bluetooth Manager > Device** tab > **New Partnership....** Your HP iPAQ searches for other devices with Bluetooth capabilities and displays them in the list.
4. Tap the name of the other device, and tap **Next**.

5. Enter the same passkey on the other device.
6. Tap **Finish**.
7. To give the partnership a more meaningful name, tap and hold the device name under **Devices** tab, then tap **Edit**.

To end a Bluetooth Partnership:

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

To accept a Bluetooth Partnership:

1. Be sure your device is turned on, discoverable, and within close range.
2. When prompted to accept a partnership with the device that is requesting the relationship, tap **Yes**.
3. If a passkey is requested, enter an alphanumeric passkey between 1 and 16 characters in **Passkey**, and tap **Next**. Enter the same passkey in the device requesting the partnership. Using a passkey provides greater security.
4. To give the partnership a more meaningful name, change the name of the device in **Display Name**.
5. Tap **Save**.

If you cannot discover another device, try the following:

- Be sure Bluetooth is turned on.
- Move closer to the device.
- Be sure the device you are attempting to connect to is on and allows access to being discovered by other devices.

## Renaming a Bluetooth Partnership

1. Tap **Start > Settings > Connections** tab > **Bluetooth**.
2. Tap the partnership in the **Device** tab.
3. Select the partnership you want to rename. Tap and hold the name and then tap **Edit**.
4. In **Display Name**, enter a new name for the partnership.
5. Tap **Save**.

## Making a Device Discoverable

When your HP iPAQ is discoverable, other devices with Bluetooth capabilities can detect, or “discover,” your HP iPAQ and attempt to beam information to it, establish a partnership, or use a Bluetooth service.

1. Tap **Start > Settings > Connections** tab.
2. Tap **Bluetooth > Mode** tab.
3. Select the **Make this device discoverable to other devices** check box. Then tap **OK**.



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**NOTE** If you no longer want your HP iPAQ to be discoverable, clear the **Make this device discoverable to other devices** check box.

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## Opening Bluetooth Settings

1. Tap the **Wireless Manager** icon.
2. Tap the **Bluetooth** icon to turn on Bluetooth.
3. Tap the **Bluetooth** tab > **Bluetooth Settings**.

## Setting Up an Incoming or Outgoing Bluetooth COM Port

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



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

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5. Select a numbered COM port from the list.



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

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

# GPRS/EDGE

## GPRS/EDGE

GPRS/EDGE technology provides a connection to the Mobile Phone Network that can be used for Web browsing, Multimedia Messaging Service (MMS) messaging, or accessing your corporate network.



**NOTE** EDGE is an enhancement to GPRS technology and enables higher speed data connections than GPRS. This means faster phone multimedia capabilities such as sending and receiving SMS/MMS messages, and sharing video clips. Check with your service provider to see if they support EDGE technology. If your service provider does not support the EDGE network, the HP iPAQ defaults to GPRS.

## Changing GPRS Network Settings

The first time you use your SIM Card, the GSM/GPRS Manager automatically detects the phone network and operator and sets up the GPRS connection information for you. You can change these settings to your own preference or create your own network settings.

1. Tap **Start > Settings > Connections tab > Phone Data Manager**.
2. If your operator name appears in the drop-down list, it is recommended that you use that connection and, if needed, edit the default settings.

## Editing Network Parameters



**CAUTION** Editing Network Parameters is not recommended unless you are being assisted by your mobile phone service provider.

- Tap **Start > Settings > Connections tab > Phone Data Manager > Edit network parameters**.

Tapping **Edit network parameters** gives you access to the following areas:

- Internet Connection Information—Walks you through the different settings for General Packet Radio Service (GPRS) and Circuit Switched Data (CSD) connections.
- MMS Multimedia Messages—Allows you to modify the Multimedia Message Service (MMS) address.
- WAP Information—Allows you to modify the IP Address and Port for the Wireless Access Point (WAP) Gateway.

## Editing an Internet Connection

1. Tap **Internet Connection Information**.
2. Tap the connection to edit, and then tap **OK**.
3. Enter a name for the connection such as the carrier name, and then tap **Next**.

4. Enter the following information and tap **Next**:
  - **APN**: Access Point Name of the server in which you are attempting to connect.
  - **Name**: Log on for your connection.
  - **Password**: Password for your connection.
5. Tap **Next**.
6. On the next screen, choose one of the following and tap **Next**:
  - Dynamic Internet Protocol (IP) address
  - Static IP address
7. On the next screen, choose one of the following and tap **Next**:
  - Dynamic Domain Name System (DNS) addresses
  - Static DNS addresses
8. Tap **OK**.

### Editing MMS Multimedia Messages Settings

1. Tap **MMS Multimedia Messages**.
2. Under **Enter the MMS Center Address**, enter the URL where all MMS messages are sent for delivery by your mobile phone service network.
3. Enter the following information:
  - **APN**: Access Point Name of the MMS server being connected.
  - **Name**: Log on name for the MMS server.
  - **Password**: Password for the MMS server.
4. Tap **OK**.
5. Enter the IP address and the Port number for the WAP MMS Gateway and tap **Finished**.

### Editing WAP Information Settings

1. Tap **WAP Information**.
2. Enter the IP address and the Port information for the Wireless Access Point (WAP) Gateway.
3. Tap **Next**.
4. Enter the IP address and the Port information for the secure WAP Gateway.
5. Tap **Finish**.

### Troubleshooting Automatic Detection

If the automatic network detection fails, you can manually relaunch the application by tapping **Start > Settings > Connections** tab > **Phone Data Manager > Automatic detection** button on the Phone Data Manager screen.

If the automatic detection setting fails, complete one or more of the following items:

- Check to see if the SIM card is present in the HP iPAQ. If it is not present, insert the SIM card and relaunch the application.
- Ensure that the metal contacts on your SIM card and your SIM slot are not covered with a residue or dust that would inhibit a connection.
- Select the appropriate country and operator name, and then tap **OK**. The settings automatically update.
- If your operator name does not appear in the drop-down list, you must manually add it to the list by tapping the down arrow in the Operator box and tapping **Create New . . .**

# Infrared

## Beaming an Item

In the Calendar, Contacts, Notes, Tasks, Excel Mobile, Word Mobile, and PowerPoint Mobile, you can beam files and information to other devices using infrared.

1. From the program, select the item you want to beam, such as an appointment in Calendar, a task in Tasks, a contact card in Contacts, or a file in File Manager.
2. Tap **Menu > Beam**.
3. Align the infrared (IR) ports at close range until the target device name appears, then tap the device to which you want to send the item.



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**CAUTION** Files are saved automatically before they are beamed. If a Word document or Excel workbook was created on a computer, unsupported content and formatting may be lost when the files are saved.

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**NOTE** If you want your HP iPAQ to detect or receive beams, tap **Start > Settings > Connections tab > Beam**, and select the **Receive all incoming beams** check box.

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## Receiving an Infrared Beam

If you set your HP iPAQ to receive all incoming infrared (IR) beams, it detects and notifies you of IR beams.

1. Tap **Start > Settings > Connections tab > Beam**.
2. Select the **Receive all incoming beams** check box.
3. Be sure your HP iPAQ is turned on and within close range of the device that is beaming the information.
4. When prompted to receive an incoming beam, tap **Yes** to receive the beamed information.

## Synchronizing with the Infrared Connection

As an alternative to using the mini-USB cable, you can synchronize your HP iPAQ and your computer using the infrared connection if you have an infrared port or an infrared USB adapter installed on your computer. The infrared connection option works only on computers that have Microsoft Windows 2000 or XP operating systems installed.

To set up an infrared connection to a computer:

1. Synchronize your HP iPAQ with your computer using the mini-USB cable **before** the first time you establish an ActiveSync connection via infrared.
2. Follow your computer manufacturer's instructions to install and set up an infrared port.
3. Remove the HP iPAQ from mini-USB cable and line up the infrared port with the computer infrared port so they are unobstructed and within 12 inches (30.5 cm) of each other.

4. Initiate a connection by tapping **Start > Programs > ActiveSync > Menu > Connect via IR**. Synchronization begins on your device.
5. To disconnect, move the devices away from each other or tap **X** in the upper right of the screen to turn off.

# 4 Security

# Protecting Your HP iPAQ with a Password

You can help keep your data more secure by requiring a password every time you turn on your HP iPAQ.

1. Tap **Start > Settings > Personal tab > Lock**.
2. Select the **Prompt if device unused for** check box, and select the amount of time that your unit must be unused before the password is required from the list box.
3. In the **password type** box, select the type of password you would like to use. Enter the password and, if necessary, confirm the password.
4. On the **Hint** tab, enter a phrase to help you remember your password.



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**Tip** Be sure that your hint doesn't allow others to guess your password. The hint is displayed after the wrong password is entered four times.

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5. Tap **OK**.

The next time the device is unused for the specified amount of time, you are prompted to enter your password.

# Changing Your Password

You can help keep your data more secure by requiring a password every time you turn on your HP iPAQ.

1. Tap **Start > Settings > Personal tab > Lock**.
2. Enter your current password.
3. In the **Password** field, enter your new password.
4. On the **Hint** tab, enter a phrase to help you remember your password.



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**Tip** Be sure that your hint doesn't allow others to guess your password. The hint is displayed after the wrong password is entered four times.

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5. Tap **OK**.

## 5 Camera (select models only)

## Changing Camera Settings

1. Tap **Start > Programs > Photosmart Camera**.
2. Tap the menu icon.

### Changing Color Settings

1. From the camera interface, tap the **Options** button > **Settings** tab > **Color > Change** button.
2. Make the necessary changes, and then tap **OK**.



**NOTE** To reset the camera settings, tap the **Reset** button.

The color settings to choose from are:

- Full Color (default) - captures pictures in full color.
- Black & White - captures pictures in grayscale.
- Sepia - captures pictures in brown and white for an old-fashioned effect.
- Negative - captures pictures to look like negatives.
- Cool - captures pictures in blue and white for a cool effect.

### Changing Compression Settings

1. From the camera interface, tap the **Options** button > **Settings** tab > **Compression > Change** button.
2. Make the necessary changes, and then tap **OK**.



**NOTE** To reset the camera settings, tap the **Reset** button.

The compression settings to choose from are:

- Good - Lowest quality and smallest file size.
- Better (default) - Medium quality and file size.
- Best - Highest quality and largest file size.



**NOTE** Higher-quality pictures look better, but are also larger in file size. Lower-quality pictures require less storage space and may take less time when sending by Multimedia Messaging Service (MMS), e-mail, or infrared.

### Changing Resolution Settings

1. From the camera interface, tap the **Options** button > **Settings** tab > **Resolution > Change** button.
2. Make the necessary changes, and then tap **OK**.



**NOTE** To reset the camera settings, tap the **Reset** button.

The resolution settings to choose from are:

- 160 x 120 pixels
- 160 x 120 pixels
- 320 x 240 pixels
- 640 x 480 pixels
- 800 x 600 pixels
- 1600 x 1200 pixels (default)



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**NOTE** The larger the resolution you choose, the more storage space required and it may take longer to send by Multimedia Messaging Service (MMS), e-mail, or infrared.

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## Changing the Flicker Filter

Fluorescent light bulbs flicker due to alternating current. The electronic shutter on the camera is not immune to this flickering. Use the Flicker Filter setting to filter out flickering, sometimes called banding.

1. From the camera interface, tap the **Options** button > **Settings** tab > **Flicker Filter** > **Change** button.
2. Make the necessary changes, and then tap **OK**.



---

**NOTE** To reset the camera settings, tap the **Reset** button.

---

The flicker filter settings to choose from are:

- 50 Hz - filters banding caused by fluorescent light bulbs operating on an alternating current at 50 Hz
- 60 Hz - filters banding caused by fluorescent light bulbs operating on an alternating current at 60 Hz

## Turning Camera Sounds On and Off

1. From the camera interface, tap the **Options** button > **Setup** tab > **Camera Sounds** > **Change** button.
2. Tap either **On** or **Off**.
3. Tap **OK**.

## Configuring Instant Review

Instant Review determines how long an image is available after it is captured.

1. From the camera interface, tap the **Options** button > **Setup** tab > **Instant Review** > **Change** button.
2. Tap either **Off**, **2**, **4**, or **6 seconds**.
3. Tap **OK**.

## Using the Self-Timer

The self-timer determines how quickly the camera takes a picture after you press the shutter button.

1. From the camera interface, tap the **Options** button > **Setup** tab > **Self-Timer** > **Change** button.
2. Tap either **Off**, **On - 2 seconds**, or **On - 10 seconds**.
3. Tap **OK**.

## Configuring File Settings

Use File Settings to specify how pictures are named and stored in addition to adjusting the picture counter.

1. From the camera interface, tap the **Options** button > **File** tab and change one or more of the following:

- Filename prefix - The text added at the beginning of the filename.



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**NOTE** You can save the filename prefix with any alpha numeric character and certain symbols.

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- Counter value - The number (between 0000 and 9999) that automatically increases each time a picture is taken. This number is added to the filename prefix.
- Save picture in - The folder or storage card where the pictures are saved. The default folder on the device is \My Documents\My Pictures\.

2. Tap **OK**.

## Configuring Video Format

Use Video Format to specify the video format and size, along with a record audio option for when you film a video clip.

1. From the camera interface, tap the **Options** button > **Video** tab.
2. Select the video format and size of your choice.
3. Select **Record audio** check box.
4. Tap **OK**.

## Changing GPS Settings

The GPS setting allows tagging pictures with the location of where they were captured.

1. From the camera interface, tap the **Options** button > **GPS** tab.
2. Select the **Enable GPS** check box.
3. Select **GPS Port** and **Baud rate**.



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**NOTE** To use the GPS feature within the camera, take pictures outside where the HP iPAQ can get a good signal from GPS satellites.

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## 6 HP Photosmart Mobile

# HP Photosmart Mobile

Use HP Photosmart Mobile to:

- View pictures stored on the HP iPAQ or a storage card.
- Add voice or text notes to pictures.
- Print pictures.
- View a slideshow.
- Send pictures by Multimedia Messaging Service (MMS), e-mail attachments, or Infrared.
- Associate a picture with a Contact.
- Assign a picture to the Today screen background.

## Attaching a Voice Note to a Picture

To attach a sound file to a picture:

1. Tap **Start > Programs > Photosmart Mobile**.
2. Tap the thumbnail picture in which you want to add a voice note.
3. Tap the **Cassette** icon.
4. Tap the **Record** button on the Recording toolbar.
5. Speak into the microphone to record the sound file and tap the **Stop** button when finished.
6. Tap the **Cassette** icon again to close the Recording toolbar.

## E-mailing Pictures

1. Tap **Start > Programs > Photosmart Mobile**.
2. Tap the thumbnail picture to be e-mailed.



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**NOTE** If you cannot view or hear the media file to be e-mailed, the file may be protected by Digital Rights Management (DRM). DRM is software that enables secure distribution and prevents illegal distribution of pictures, videos, music, movies, and ring tones over the Internet. For more information on DRM, refer to the on-screen Help by tapping **Start > Help** and search on DRM.

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3. Tap **Menu > Send**.
4. Tap **E-mail Attachment**.
5. Tap the **Reduce sent photo size to** check box and select the reduction percentage desired.
6. Tap **Next**.
7. Enter the appropriate e-mail address or use Contacts by tapping **Menu > Add Recipient**.
8. Enter other appropriate information, such as an e-mail title and message.
9. Tap **Send**.

## Viewing a Slideshow

To view a slideshow:

1. Tap **Start > Programs > Photosmart Mobile**.
2. Tap the slideshow icon at the bottom of the screen.
3. Tap the screen to view the **Pause, Forward, Backward, and Stop** buttons.

# 7 HP Photosmart Premier

# HP Photosmart Premier

HP Photosmart Premier allows you to view, organize, edit, share, and print pictures on your personal computer. Use the Getting Started CD to install this imaging software on a personal computer.

With HP Photosmart Premier, you can:

- View, organize, and manage pictures
  - View variable thumbnail size, single, full screen, and slide show images
  - Assign keywords for fast, reliable searches
  - Sort pictures by date, name, keywords, location, or recently used
  - Create PC slide shows with music
- Edit pictures
  - Correct red-eye and crop, rotate, and flip images
  - Auto corrects the picture with the one-button auto-fix
  - View edited images side-by-side with the original
  - Play, trim, and extract single frames from video
- Print pictures
  - Printing the most popular size pictures
  - Set correct driver properties for photo printing on "older" HP printers
  - Adjust printing with active preview
  - Create custom photo packages with page optimization, index, and video action printing
- Create templates
  - Produce easy-to-use album templates
  - Generate plug-ins for additional album templates, panoramas, and creative projects
  - Construct easy panorama stitching and printing
  - Build hundreds of creative templates for cards and calendars, album pages, CD labels, flyers and brochures
- Share pictures
  - Use HP Instant Share e-mailing - e-mail pictures without large attachments
  - Select picture thumbnails for e-mail lists
  - Integrate with Outlook™ address books
- Backup images of pictures
  - Upgrade available for CD archiving
  - Back up and restore to CD (or DVD with upgrade)

- Set reminders to archive photos
- Digital negatives

For detailed instructions on each HP Photosmart Premier feature, refer to Help inside the application.

# 8 HP Image Transfer

# Installing HP Image Transfer

Use HP Image Transfer to automatically transfer pictures and videos from the HP iPAQ to the personal computer.



---

**NOTE** Before installing HP Image Transfer, first install Microsoft ActiveSync version 4.0 and establish a standard partnership between the HP iPAQ and the personal computer.

---

To install HP Image Transfer:

1. From the Getting Started CD, select **Software and Accessories > Desktop Software**, and then select the **Install this** check box next to HP Image Transfer.
2. Select **Install Now** located at the top of the Install Desktop Software screen and follow the instructions on the screen.

Once HP Image Transfer has been installed and is recognized by ActiveSync, the ActiveSync window displays the Image check box.

# Enabling and Modifying Settings

To enable and modify HP Image Transfer settings:

1. Open ActiveSync on your personal computer.
2. Double-click **Image** under the Details window or select **Options** from the ActiveSync menu.
3. Select **Image** on the **Sync options** tab, and then select the **Settings** button.

Once image transfer has been enabled, the schedule and rules you have configured for ActiveSync synchronization are also applied to your image transfers. Depending on your configuration, images may be transferred continuously while the device is connected, only upon connection, or manually.

# 9 Messaging

# Understanding Messaging

To send and receive e-mail messages for an e-mail account that you have with an Internet Service Provider (ISP) or that you access using a VPN server connection (typically a work account), you need to connect to the Internet or your corporate network, depending on the account.

You can send and receive Outlook e-mail, Internet e-mail through an Internet Service Provider (ISP), and text messages. You can also access e-mail from work using a VPN connection.

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

Internet e-mail is sent and received by connecting to a Post Office Protocol 3 (POP3) or Internet Message Access Protocol 4 (IMAP4) e-mail server. When connecting to a POP3 or IMAP4 server, you use a modem to connect to your Internet Service Provider (ISP). You can also use a modem or Ethernet card to connect to the local area network that your e-mail server is connected to. You can also use your phone to connect by using a cellular line connection (for example, using Multimedia Messaging Service, or MMS).

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

# Using Folders

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

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

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

The way folders work vary by type:

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

## Synchronizing E-mail

When you synchronize Outlook e-mail on the personal computer (PC) with your device, e-mail messages are synchronized as follows:

- Messages in the Inbox folder on your PC or Exchange Server are copied to the Inbox folder of the Outlook e-mail account on your device.
- Messages in the Outbox folder on your device are transferred to Exchange Server or Outlook and then sent from those programs.
- When you delete a message on your device, it's deleted from your PC or Exchange Server the next time you synchronize.
- The default sync settings synchronize messages from the past three days only and the first .5KB of each new message is downloaded. It does not download file attachments.



**NOTE** For more information on starting Outlook e-mail synchronization or changing synchronization settings, see ActiveSync Help on the PC or tap **Contents**.

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

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# Setting Up Messaging Accounts

## Text Messaging

Text messaging is the transmission of short text messages to and from a mobile phone, fax machine, and/or IP address. A single text message can be no longer than 160 alpha-numeric characters and contain no images or graphics.

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

The Text Message Service Center phone number is provided by your mobile phone service provider. Text messaging should function correctly after activating your account. To verify the number used to change the Text Message Service Center phone number, tap **Start > Phone > Menu > Options > Services > Voice Mail and Text Messages > Get Settings**.

## Multimedia Messaging Service (MMS)

The Multimedia Messaging Service (MMS) is a method of transmitting photographs, video clips, sound files, and short text messages over wireless networks.

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

Alternately, you can access some MMS settings by tapping **Start > Messaging > Menu > MMS Configuration**. It is not recommended to change the MMS settings provided by your mobile phone service provider unless they request the change.

## Receiving Attachments

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

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

1. Tap **Start > ActiveSync**.
2. Tap **Menu > Options**.
3. Tap **E-mail > Settings**, and then select **Include File Attachments**.

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

1. Tap **Start > Messaging**.
2. Tap **Menu > Tools > Options**.
3. Tap the name of the IMAP4 account.
4. Tap **Next** until you reach **Server information**, and tap **Options**.
5. Tap **Next** twice, and select **Get full copy of messages** and **When getting full copy, get attachments**.



---

**Tip** Embedded images and objects cannot be received as attachments.

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

To store attachments on a storage card rather than on the device, tap **Menu > Tools > Options > Storage** tab, and select the **Store attachments on a storage card** check box.

---

## Receiving Meeting Requests

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

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

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

With TNEF enabled, you will not receive messages that are included in other messages as attachments, and you will not be able to tell if a message has an attachment until you get the full copy. In addition, download time may be longer.

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

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

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

## Creating or Changing a Signature

1. Tap **Start > Messaging**.
2. Tap **Menu > Tools > Options**.
3. Tap **Accounts** tab > **Signatures**.
4. Select the account for which you want to create or change a signature.
5. Select the **Use signature with this account** check box if it is not already selected.
6. Select the **Use when replying and forwarding** check box if wanted.
7. Enter a signature in the box.

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



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**Tip** You can use a different signature with each Messaging account.

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# Using Messaging

## Composing and Sending Messages

1. In the message list, tap **Menu > Switch Accounts** and select the account.
2. Tap **New**.
3. Enter the e-mail address or text message address of one or more recipients, separating them with a semicolon. To access addresses and phone numbers from **Contacts**, tap **To**.
4. Enter your message. To quickly add common messages, tap **Menu > My Text** and tap a desired message.
5. To check the spelling, tap **Menu > Spell Check**.
6. Tap **Send**.



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

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

## Replying to or Forwarding a Message

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



**NOTE** If you want to keep the original text with the outgoing message, tap **Menu > Tools > Options...** then tap the **Message** tab. You must check the **When replying to e-mail, include body** option.

## Adding an Attachment to a Message

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



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

## Downloading Messages

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

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



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

## Downloading Messages from a Server

1. Tap **Menu > Switch Accounts** and tap the account you want to use.
2. Tap **Menu > Send/Receive**. The messages on your device and e-mail server are synchronized: new messages are downloaded to the device Inbox folder, messages in the device Outbox folder are sent, and messages that have been deleted from the server are removed from the device Inbox folder.



**Tip** If you want to read the entire message, tap **Menu > Download Message** while in the message window. If you are in the message list, tap and hold the message, and then tap **Menu > Download Message**. The message will download the next time you send and receive e-mail. This will also download message attachments if you selected those options when you set up the e-mail account.

The size column in the message list displays the local size and server size of a message. Even when an entire message has been downloaded, these numbers may differ because the size of a message can vary between the server and the device.

## Installing an Online Address Book

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

1. If you are adding a new account, ask your network administrator for the name of the directory service and the server.
2. In the message list, tap **Menu > Tools > Options > Address** tab.
3. In the **In Contacts, get e-mail addresses from** list, select which e-mail address book to check in **All email fields**. **All email fields** will be checked first unless you select **None**.
4. If your e-mail server is already listed, select the server's directory service check box to enable it and tap **OK**.

5. If your e-mail service is not listed, tap **Add**.
6. In the **Directory name** and **Server** boxes, enter the LDAP directory and server names.
7. Ask your network administrator if authentication is necessary for your server. If so, select the **Authentication is necessary on this server** check box, and enter your user name and password.
8. To have Messaging check this service, select the **Check name against this server** check box.



**Tip** To delete a service, tap and hold the service, and tap **Delete**.

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

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# 10 Learning The Basics

## Entering Owner Information

Enter your owner information so your HP iPAQ can be returned to you if it is lost.






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



**Tip** If owner information is displayed on the **Today** screen, you can open and edit the information directly from the **Today** screen.

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# Using TodayPanel Lite

Icon	Name	Description
	TodayPanel Lite	Change the TodayPanel Lite options or the <b>Today</b> screen settings.
	Battery power	View the amount of battery power remaining.  Set the standby period, time duration for turning off the HP iPAQ, and USB charging method.
	Main memory	View the amount of main memory available on the HP iPAQ. View, activate, and stop all running programs from this screen.
	Storage memory	View the amount of storage memory available. View, activate, and stop all running programs from this screen.
	Backlight	View and change the backlight options on the HP iPAQ.


To use TodayPanel Lite, tap the icon of your choice, make the appropriate changes, and tap **OK**.

You can change the TodayPanel Lite icons to compact mode, which allows more space on the **Today** screen. You can also change memory and storage settings to display as percentages instead of file sizes.

To change to compact mode:

1. Tap  > **Options** to open the TodayPanel Lite application.
2. Tap the **Display Mode** list box and select **Compact**.

To display memory and storage as percentages:

1. Tap  > **Options** to open the TodayPanel Lite application.
2. Tap the **Display Memory as** list box or the **Display Storage as** list box and select the percentage listed.
3. Tap **OK**.

To remove the TodayPanel Lite application from the Today screen:

1. Tap **Start** > **Settings** > **Today** icon > **Items** tab.
2. Clear the **TodayPanel** check box and tap **OK**.

For more options, visit [www.rhinocode.com](http://www.rhinocode.com) to upgrade to TODAYPANEL.PRO.

## Viewing the Operating System Information

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

The operating system version displays near the top of the screen.

# Changing the Regional Settings

The style in which numbers, currency, dates, and times are displayed is specified in regional settings.

To change the regional settings:

1. Tap **Start > Settings > System tab > Regional Settings > Region** tab.
2. Select your region.

The region you select determines which options are available on the other tabs.

3. To customize additional settings, tap the appropriate tabs and select the options you want.

To change the date and time display, follow steps 1 through 3 above then perform one of the following:

- On the **Time** tab, select the time display options you want.
- On the **Date** tab, select the date display options you want.
- On the **Region** tab, select the region display options you want.
- On the **Number** tab, select the number display options you want.
- On the **Currency** tab, select the currency display options you want.

## Adjusting the Volume

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

1. Tap the **Speaker** icon at the top of the screen.
2. Move the system volume slider on the screen or on side of the HP iPAQ to the desired volume level.
3. To mute system sounds, tap **Off** or **Vibrate**.



**NOTE** You can also press the volume control on your HP iPAQ to quickly change system volume settings.

---

You can also specify the sound you want to hear for a notification.

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



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

---

## Changing Power Management Settings

1. Tap **Start > Settings > System tab > Power**.
2. Tap the **Advanced** tab to select the length of time the HP iPAQ stays on when using battery power or external power.
3. Tap the **USB** tab to select USB charging.

## Dimming or Adjusting the Brightness of the Backlight

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

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

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

1. Tap **Start > Settings > System tab > Backlight > Brightness** tab.
2. Move the sliders up to increase and down to decrease the brightness.

# Installing and Removing Programs

To install programs on your HP iPAQ:

1. Use the mini-USB cable to connect your HP iPAQ to your personal computer.
2. Follow the instructions in the Installation Wizard provided with the program you want to install.
3. Check the screen on your HP iPAQ to see if any further steps are necessary to complete the program installation.

To remove programs from your HP iPAQ:

1. Tap **Start > Settings > System tab > Remove Programs**.
2. Select the check box for the program(s) you want to remove, then tap **Remove**.



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**NOTE** By removing a program from your HP iPAQ, you may increase available memory on the device.

---

If programs are lost from your HP iPAQ for any reason, most of them can be re-installed using ActiveSync. On your personal computer (PC), click **Options > Add/Remove Programs > check the program to be added > click OK**.

## Opening and Closing Programs

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

To open a program, tap **Start**, then tap the program you want from the list. If you don't see the program you want, tap **Start > Programs**.

In most cases, programs automatically stop to free needed memory. However, you can close programs manually if you prefer.

1. Tap **Start > Settings > System tab > Memory > Running Programs** tab.
2. In the **Running Programs** list, tap the program you want to close, then tap **Stop**, or tap **Stop All** to close all open programs

# Customizing the HP iPAQ

To get detailed information:

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

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

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

- Synchronizing with a computer
- Connecting to a network



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

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To change the device name:

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

## Setting Alarms

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

## Shortcut Menu

A shortcut menu appears when you tap and hold an item. The menu displays the most common commands for the specific item. For example, you can delete an appointment or send a text message to a contact by using commands on a shortcut menu.

To use a shortcut menu, tap and hold the item. When the menu appears, tap the action you want to perform.

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

## Showing the Clock in All Programs

The clock may not show in the title bar of certain programs by default. To choose to have the clock always show in the title bar:

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

# Creating and Assigning a Category

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

1. From the program, tap an existing item or create a new one.
2. Do one of the following:
  - For an existing item in Calendar and Tasks, tap **Edit > Categories**.
  - For an existing item in Contacts, tap **Menu > Edit > Categories**.
  - For a new item in Calendar, Contacts, and Tasks, tap **Categories**.
3. Tap **New**, enter the category name, then tap **Done**. The new category is automatically assigned to the item.
4. Tap **OK** to return to the appointment, contact, or task.



---

**NOTE** Categories are shared between your appointments, contacts, and tasks. A category remains in the list of shared categories as long as it is assigned to at least one appointment, contact, or task.

---

## Adjusting the Speed for Scrolling Through Items in a List

You can scroll through items in a list by pressing and holding the **Navigation** button up or down. To change the speed at which scrolling occurs:

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

# 11 Calendar

## Changing the Display of the Work Week

You can customize your calendar so a work week starts on Sunday or Monday and continues from five to seven days.

To change the display of the work week:

1. Tap **Start > Calendar**.
2. Tap **Menu > Options > General** tab and do one or both of the following:
  - To specify the first day of the week, tap **Sunday** or **Monday** in the **1st day of week** box.
  - To specify the number of days to appear in a work week, tap **5-day week**, **6-day week**, or **7-day week** in the **Week view** box.
3. Tap **OK**.

# Setting a Default Reminder for All New Appointments

To automatically turn on a reminder for all new appointments:

1. Tap **Start > Calendar**.
2. Tap **Menu > Options > Appointments** tab.
3. Select the **Set reminders for new items** check box.
4. Set the time for the reminder to alert you.
5. Tap **OK**.

## Updating an Appointment

To update an appointment on your calendar:

1. Tap **Start > Calendar**.
2. Tap the appointment, then **Edit** to make your changes.
3. Tap **OK**.

# Canceling an Appointment

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

1. Tap **Start > Calendar**.
2. In Agenda view, select the appointment to delete.
3. Tap **Menu > Delete**.
4. Tap **Yes** to delete the appointment, or tap **No** to keep it.



---

**NOTE** Calendar items can be deleted only from Agenda view or from an open calendar appointment. To delete from other views, open the appointment, and click **Menu > Delete**.

---

# 12 Contacts

## Deleting a Contact

1. On the **Today** screen, tap **Contacts** or **Start > Programs > Contacts** depending on your HP iPAQ model.
2. Tap and hold the contact to delete.
3. Tap **Delete Contact**.
4. Tap **OK**.

## Changing Contact Information

1. Tap **Contacts** or **Start > Programs > Contacts** depending on your HP iPAQ model.
2. Tap the contact.
3. Tap **Menu > Edit** and enter the changes.
4. When finished, tap **OK**.

To include a nickname, title, and more, for an existing contact in the contact list, tap the name of the contact, **Menu > Edit**, and tap the **Name** arrow.

## Copying a Contact

1. On the **Today** screen, tap **Contacts**.
2. Tap and hold the contact you want to copy.
3. Tap **Copy Contact**.
4. Tap the copy of the contact.
5. Tap **Menu > Edit**.
6. Change the contact information as needed and tap **OK**.



---

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

---

## Sending an E-mail Message to a Contact

1. On the **Today** screen, tap **Contacts** or **Start > Programs > Contacts** depending on your HP iPAQ model.
2. Tap the contact you want to send a message to.
3. Tap the address you want to send a message to.
4. Tap the account you want to send the message from.



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

---

## Sending a Text Message to a Contact

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



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

---

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

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

If you are sending a text message and want to know if it was received, before sending the message, tap **Menu > Tools > Options**. Tap **Text Messages** and select **Request delivery notifications**.

## Adding and Removing a Picture

To add a picture to contact information:

1. Tap **Contacts** or **Start > Contacts** depending on your HP iPAQ model.
2. Tap the contact.
3. Tap **Menu > Edit**.
4. Tap **Picture**.
5. Do one of the following:
  - Tap the picture you want to add.
  - Tap **Camera** and take a picture.

To remove a picture from contact information:

1. Tap **Contacts** or **Start > Programs > Contacts** depending on your HP iPAQ model.
2. Tap the contact.
3. Tap **Menu > Edit**.
4. Tap **Menu > Remove Picture**.

## Working with the Contact List

There are several ways to use and customize the contact list. Here are a few tips on how to make it work for you.

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



---

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

---

# 13 Notes

# Writing a Note

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



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**NOTE** Writing must be selected as the default input mode.

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

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

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

For more information, refer to the on-screen Help by tapping **Start > Help > Contents > Using Notes**.

## Converting a Handwritten Note to Typed Text

There may be times when you want to convert a handwritten note to typed text for easier readability. To do this:

1. Tap **Start > Programs > Notes**.
2. Tap the written note you want to convert to text.
3. Tap **Menu > Tools > Recognize**.



**Tip** To correct a conversion, tap and hold the inaccurate word. Tap Alternates, and tap the correct word. If the correct word is not shown, use Input Panel to tap BACKSPACE and retype the word.

---

For more details, refer to the on-screen Help, tap **Start > Help > Contents > Using Notes**.

## Creating a Copy of a Note

To create a copy of a note:

1. Tap **Start > Programs > Notes**.
2. Select the note you want to copy.
3. Tap **Menu > Create Copy**.

A copy of the note appears in the note list.

For more details, refer to the on-screen Help, tap **Start > Help > Contents > Using Notes**.

# 14 Storage Cards

## Using Storage Cards

Use optional storage cards for:

- Expanding the memory of your HP iPAQ
- Adding functionality



---

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

---

To locate information about storage cards, visit [www.hp.com/go/ipaqaccessories](http://www.hp.com/go/ipaqaccessories).

# Installing a Storage Card

To install a storage card into the storage slot on the HP iPAQ:

1. Locate the storage slot on the HP iPAQ.
2. Remove the protective plastic card.
3. Insert the storage card into the storage slot and push the connection edge of the card firmly into the storage slot.



---

**NOTE** If your storage card is not recognized, follow the card manufacturer's instructions to install it.

---

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

- Be sure the label is facing the front of the HP iPAQ.
- Be sure you are not inserting the card at an angle.
- Be sure you insert the connection area (the metal area) first.

## Removing a Storage Card

To remove a mini Secure Digital (mini-SD) storage card from the storage slot on the HP iPAQ:

1. Close all programs that are using the storage card.
2. Remove the card from the storage slot by **slightly pushing down on the card** to unlock it.
3. When the card disengages and pops up, pull it from the storage slot.



---

**NOTE** HP recommends inserting the protective plastic card that came with your HP iPAQ into the storage slot when not in use.

---

## Viewing Content of a Storage Card

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

1. Tap **Start > Programs > File Explorer**.
2. Tap the **Up** soft key at the bottom of the screen, then select the Memory Card folder to see a list of files and folders.

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

- Be sure you have firmly pushed the storage card down into the storage slot.
- Be sure to install any drivers that came with the storage card.
- Reset the HP iPAQ by using the stylus to lightly press the **Reset** button.

# 15 Synchronizing

## Copying (or Transferring) Files

You can copy (transfer) files to and from your computer using Explore in ActiveSync and Windows Explorer.

To copy (transfer) files:

1. Connect your HP iPAQ to your personal computer via the mini-USB cable.
2. On your personal computer, select **Start > Programs > Microsoft ActiveSync**.
3. Select **Explore**.
4. Double-click **My Pocket PC**.
5. On your computer, right-click the **Start** menu, and select **Explore**.
6. Locate the file to be moved.



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

---

7. Drag and drop your files between your HP iPAQ and your personal computer. ActiveSync converts the files so that they can be used by the Office Mobile programs, if necessary.

Move your files directly into My Documents on your HP iPAQ (or into a folder inside My Documents), so the programs on your device can locate them.

# Migrating Data from Palm Desktop to Microsoft Windows Mobile 5.0

If you used a Palm Operating System (OS) based device before purchasing your HP iPAQ, you need to migrate your data from the Palm Desktop software to Microsoft Windows Mobile 5.0.

To migrate data from Palm Desktop to Windows Mobile 5.0:

1. If you do not already have Microsoft Outlook 98 or higher installed on your personal computer, follow the on-screen instructions to install Outlook 2002 from the Getting Started disc.
2. Insert the Companion CD that came with your Palm unit into your computer's CD-ROM drive. From the **Discover Your Handheld** screen, select **Install Microsoft Conduits**. Alternatively, you may reinstall the Palm Desktop software. During the configuration process, select **Synchronize your handheld with Microsoft Outlook and Palm Desktop software**.



---

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

---

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

# Wireless Synchronization Cost Saving Tips

How you manage the cost of synchronizing wirelessly from your HP iPAQ depends on your priorities.

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



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

# 16 Tasks

## Setting the Start and Due Dates for a Task

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

## Showing Start and Due Dates in the Task List

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

## Setting Options for Displaying Tasks on the Today Screen

If you have a large number of tasks, you may want to specify the kind of tasks that show on the Today screen.

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

## Marking a Task as Completed

To mark a task as completed:

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

To mark an open task as completed:

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

# 17 Product Specifications

# System Specifications



**NOTE** Not all models described are available in all regions. For more information on specifications for your particular model, on your HP iPAQ, tap **Start > Settings > System tab > HP Asset Viewer**.

System Feature	Description
Processor	Intel® PXA270 Processor 416MHz
Operating System	Microsoft® Windows Mobile™ Version 5.0
Memory	45MB available for persistent user storage 64MB SDRAM for running applications
External Power	10 watt maximum output AC Adapter, cord length (approx.) 6 ft. (1.83m), voltage range 100 to 240V Switching, Input Current 0.3 Aac max, Input Frequency 50 to 60Hz, Output Voltage 5 Vdc, Output Current 2Amp
Display	56 x 56mm (2.205 x 2.205 inches) transfective TFT QVGA color, 240 x 240 pixels, 0.24mm dot pitch, 64K-color support, portrait and landscape support with touch screen
LED Backlight	Multi-level brightness adjustment with power save mode
Mini-SD slot	Supports mini SD memory standard
Wired Ear Bud Headset	2.5mm jack with single earbud style headset - Included in box
Antenna	Internal
Audio	Integrated microphone, receiver, speaker and one 2.5mm stereo headphone jack, MP3 stereo (through headphone jack) Handsfree speakerphone
Battery	Removable/rechargeable 1200 mAh, 3.7 Volt, Lithium-polymer battery 1800 mAh extended battery available
Photosmart Camera (select models only)	Built-in UXVGA 1.3MP with LED light, 1280 x 1024 resolution, JPEG and 3GP format, support for still image, and video playback, H.263
Bluetooth	Class II device; up to 4 dBm transmit, typical 10 meter range (approximately 33 feet) - High-speed, low-power, short-range wireless communication with other Bluetooth devices
Infrared (IrDA)	Serial IrDA SIR, data transfer up to 115.2 Kb per second, USB 1.1 Client - support via HP standard mini-USB cable.
SIM Card	3V, SIM standards, Phase 1, 2, 2+, CPHS, SIM Toolkit
GSM / GPRS / EDGE Technology	Global voice and data wireless network [Global System for Mobile Communications (GSM), General Packet Radio Services (GPRS), Enhanced Data rates for Global Evolution (EDGE)]
GSM Voice Features	<ul style="list-style-type: none"> <li>• Half Rate, Full Rate, Enhanced Full Rate, Adaptive Multi-Rate (HR,FR/EFR/AMR)</li> <li>• Full duplex hands-free</li> </ul>

System Feature	Description
GPRS Data Features	Class B GPRS Multi slot Class 10, Quadband Coding Schemes: CS1 to CS4, Network Mode 1-4
EDGE Features	Class 10, Support for E-GPRS coding schemes MCS1 to MCS9 in both the uplink and downlink
Circuit Switched Data	Normal Single Slot GSM Circuit Switched Data @ 9.6 Kbps Transparent and Nontransparent data
Supplementary Services Supported	Call Forwarding, Call Barring, Multiparty, Calling Line Identity, Call Waiting, and Call Hold
Unstructured Supplementary Service Data	USSD Phase 2 (MO & MT)
Encryption	GEA1
Authentication	Password Authentication Protocol (PAP) or Challenge Authentication Protocol (CHAP)
Messaging Services	<ul style="list-style-type: none"> <li>• Short Message Service (SMS) messaging for GSM, both mobile-originated and mobile-terminated</li> <li>• Multimedia Messaging Service (MMS)</li> <li>• Cell Broadcast</li> </ul>
Ring Tone file formats	Simple MIDI Type 0, WMA, WAV, MP3, polyphonic MIDI
LED Indicators: Charge and Notification LED	<ul style="list-style-type: none"> <li>• Flashing green indicates your HP iPAQ is in a mobile phone coverage area.</li> <li>• Flashing amber indicates an event notification or alarm on your HP iPAQ.</li> <li>• Solid amber indicates unit is charging.</li> <li>• Solid green indicates unit is fully charged.</li> <li>• Flashing red indicates the battery needs immediate recharging. 1200 mAh battery can take up to four hours to fully charge</li> </ul>
Bluetooth (LED on right)	<ul style="list-style-type: none"> <li>• Flashing blue indicates: <ul style="list-style-type: none"> <li>• Bluetooth is On</li> <li>• WLAN is On.</li> </ul> </li> <li>• LED off indicates Bluetooth and WLAN are Off</li> </ul>
Phone Indicators	<ul style="list-style-type: none"> <li>• Vibrate</li> <li>• Audible</li> <li>• Visual message on the display</li> </ul>

## Physical Specifications

	US	Metric
Length	4.016in	102.0mm
Width	2.283in	58.0mm
Depth	0.768in	19.5mm
Weight	4.94oz	140g

# Operating Environment

		US	Metric
Temperature	Operating	32° to 104°F	0° to 40°C
	Nonoperating	-4° to 140°F	-20° to 60°C
Relative Humidity	Operating	up to 90%	up to 90%
	Nonoperating	up to 90%	up to 90%
Maximum Altitude	Operating	15,000ft	4,572m
	Nonoperating	40,000ft	12,192m

# 18 Regulatory Notices

## Battery Warning

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**WARNING!** This HP iPAQ contains a lithium ion rechargeable battery. To reduce the risk of fire or burns, do not disassemble, crush, puncture, short external contacts, or dispose of in fire or water. Replace only with the HP spare.

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**CAUTION** Risk of explosion if battery is replaced by an incorrect type. Dispose of used batteries according to the instructions.

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Because of the type of battery used in your iPAQ Pocket PC, follow local regulations regarding the safe disposal of the battery. Your vendor can advise you on local regulations, and/or the existence of any battery disposal programs in operation.

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# Equipment Warning

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**WARNING!** To reduce the risk of personal injury, electrical shock, fire or damage to the equipment:

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- Plug the AC Adapter into an electrical outlet that is easily accessible at all times.
- Disconnect power from the equipment by unplugging the AC Adapter from the electrical outlet or unplugging the Synchronization cable from the host computer.
- Do not place anything on the AC Adapter cord or any of the other cables. Arrange them so that no one may accidentally step on or trip over them.
- Do not pull on a cord or cable. When unplugging from the electrical outlet, grasp the cord by the plug or, in the case of the AC Adapter, grasp the AC Adapter and pull out from the electrical outlet.
- Do not use converter kits sold for appliances to power your iPAQ Pocket PC.

## Airline Travel Notice

Turn off your HP iPAQ before boarding any aircraft. Federal Aviation Administration (FAA) regulations require you to have permission from a crew member to use the phone features on your HP iPAQ while the plane is on the ground. To prevent interference with wireless systems, local Radio Frequency (RF) regulations prohibit using the phone features on your HP iPAQ while the plane is in the air. Use it on the ground only with crew permission. Use of the HP iPAQ features other than the phone is at the discretion of the airline.

## Medical Electronic Equipment

If you have a medical condition that requires you to use a pacemaker, hearing aid, or any type of medical electronic equipment, consult the manufacturer of the equipment to determine if the medical equipment is shielded from RF energy. Turn off your HP iPAQ in health care facilities or hospitals when there are posted restrictions requiring you to do so.

## Wireless Notices

In some environments, the use of wireless devices may be restricted. Such restrictions may apply aboard airplanes, in hospitals, near explosives, in hazardous locations, etc. If you are uncertain of the policy that applies to the use of this device, please ask for authorization to use it prior to turning it on.

### Health and Safety Information

Since your HP wireless phone is a radio transmitter and receiver, you may be exposed to Radio Frequency (RF) signals when it is powered on. However, your HP wireless phone has been designed so that it does not exceed the emission limits for exposure to radio frequency energy that are set by the Federal Communications Commission of the U.S. Government. These limits are part of comprehensive guidelines and establish permitted levels of RF energy for the general population. The guidelines are based on the safety standards previously set by both the United States and international standards.

This equipment under test has been shown to be capable of compliance for localized Specific Absorption Rate (SAR) for uncontrolled environment/general population exposure limits specified in ANSI/IEEE Standard C95.1-1992 and had been tested in accordance with measurement procedures specified in FCC/OET Bulletin 65 Supplement C (2001) and IEEE Standard 1528-200X (Draft 6.5, January 2002). Ministry of Health (Canada), Safety Code 6. The standards include a substantial safety margin designed to assure the safety of all persons, regardless of age and health. The exposure standard for wireless mobile phones employs a unit of measure known as the Specific Absorption Rate (SAR). The SAR limit set by the FCC is 1.6W/kg.



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**NOTE** In the U.S. and Canada, the SAR limit for mobile phones used by the public is 1.6 watts/kg (W/kg) averaged over one gram of tissue. The standard incorporates a substantial margin of safety to give additional protection to the public and to account for any variations.

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### Australian Wireless Notice



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**WARNING!** Switch off this device whenever in an area with a potentially explosive atmosphere (i.e., service stations, chemical plants, etc.).

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### Singaporean Wireless Notice

- Switch off your cellular telephone when in an aircraft. The use of cellular telephones in an aircraft may be dangerous to the operation of the aircraft, disrupt the cellular network, and is illegal. Failure to observe this instruction may lead to suspension or denial of cellular services to the offender, or legal action or both.
- Users are advised not to use the equipment when at a refueling point.
- Users are reminded of the need to observe restrictions on the use of radio equipment in fuel depots, chemical plants or where blasting operations are in progress.
- The use of the Alert device to operate a vehicle's lights or horn on public roads is not permitted.
- It is advised that a handheld microphone or telephone handset should not be used by the driver while the vehicle is moving, except in an emergency. Speak only into a fixed, neck slung or clipped-on microphone when it would not distract your attention from the road.

- As with other mobile radio transmitting equipment, users are advised that for satisfactory operation of the equipment and for the safety of personnel, it is recommended that no part of the human body be allowed to come too close to the antenna during operation of the equipment.
- This device has been designed to comply with applicable requirements for exposure to radio waves based on scientific guidelines that include margins intended to assure the safety of all people, regardless of health and age. These radio wave exposure guidelines employ a unit of measurement known as the Specific Absorption Rate (SAR). Tests for SAR are conducted using standardized methods with the phone transmitting at its highest certified power level in all used frequency bands. The SAR data information is based on CENELEC's standards EN50360 and EN50361 which use the limit of 2 Watts per kilogram (W/kg) averaged over 10 grams of tissue. The highest SAR value for this model phone when tested is as follows:
  - GSM900: 0.158 W/kg (10g)
  - DCS1800: 0.387 W/kg (10g)

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