Before you do anything else, please read this

Charge the battery

The battery in your phone hasn’t been charged yet. While your phone is charging, it’s important that you do not remove the battery pack. Doing so can damage your phone. Also, please don’t try to take your phone apart. (If you do, it may invalidate your warranty.)

Choose a rate plan wisely

Your phone can use up a lot of Internet bandwidth really quickly. Before you use your phone, we strongly recommend that you talk to your mobile operator about data rates. If you’re on a standard data plan, the costs could really add up. Switching to a flat-rate plan could be a lot cheaper.

Know about privacy laws

Some countries have strict laws about how and when you can record phone conversations. For example, you may need to tell the person you’re speaking to before you start recording. It’s a good idea to find out what the laws are where you live before you use your phone’s recording feature.

And finally, a few important words from our legal team (LIMITATION OF DAMAGES)

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Please also read the Product Safety & Warranty Brochure that is included in the box for information on the proper usage of your phone to prevent injuries and to avoid damaging your phone. You can also refer to this brochure for warranty information about your phone.

Notice

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Conventions used in this guide

In this user guide, we use the following symbols to indicate useful and important information:

maalokshik This is a note. A note often gives additional information, such as what happens when you choose to do or not to do a certain action. A note also provides information that may only be applicable to some situations.

maalokshik This is a tip. A tip gives you an alternative way to do a particular step or procedure, or lets you know of an option that you may find helpful.

maalokshik This indicates important information that you need in order to accomplish a certain task or to get a feature to work properly.

maalokshik This provides safety precaution information, that is, information that you need to be careful about to prevent potential problems.
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Basics

Inside the box

You will find the following inside the box:

- Phone
- USB cable
- microSD™ card (preinstalled)
- Battery
- AC adapter
- Quick start guide
- Product safety and warranty brochure
1 Slideout keyboard

2 Proximity sensor

This sensor automatically switches the display off when you hold your phone near your face during a call.
3 Notification LED

This front indicator light (LED) shows a:
- Solid green light when the phone is connected to the power adapter or a computer and the battery is fully charged.
- Flashing green light when you have a pending notification.
- Solid red light when the battery is being charged.
- Flashing red light when the battery level reaches very low.

4 Earpiece

Listen to a phone call from here.

5 Touch screen

6 HOME

- While on any screen, press to return to the Home screen.
- While on the main Home screen, press to show Leap view. This displays the Home screen panels as thumbnails and lets you easily jump to any screen panel.
- Press and hold to see recent apps you’ve used and open them.

7 MENU

Press to open a list of actions that you can do on the current screen.

8 BACK

Press to go back to the previous screen, or to close a dialog box, options menu, the Notifications panel, or onscreen keyboard.

9 Microphone

10 SEARCH

Press to use Google search.
11  **POWER**

- When the phone is off, press to turn on the phone.
- When the phone is on and the screen is unlocked, press to turn the phone display off or on.
- With the screen unlocked, press and hold to open the phone options menu that lets you turn off the phone, switch your phone to silent mode, vibration mode, or airplane mode, and turn on/off the data connection.

12  **3.5mm audio jack**

Connect a 3.5mm stereo headset for hands-free conversation or for listening to music.
Before turning on your phone

Make sure you prepare your phone correctly before you press the POWER button.

Removing the back cover
Remove the back cover to access the battery compartment and storage card slot.

1. With the phone turned off, hold your phone securely with the front facing down.
2. Starting from the small opening at the bottom of the phone, lift the back cover and remove it completely.
Removing the battery and thin film
The battery, which is wrapped in a thin film, is preinstalled inside your phone. Make sure you remove this thin film.

1. Lift the battery out at the notch just below the camera lens.

2. Peel off the thin film.

Inserting or removing the storage card
The microSD card is already inserted into your phone.

If you need to remove the storage card:

1. Lift the latch located at the bottom center of the battery compartment to unlock it.

2. Gently pull the microSD card out from the storage card slot.
To insert the storage card:

1. Lift the latch of the storage card slot, and then carefully insert the microSD card into the slot.
2. Press down on the latch to lock it and secure the card in place.

Inserting the battery
Insert the battery, contacts end first, and gently press the battery into place.
Replacing the back cover

Replace the battery compartment cover and press until it snaps into place, making sure all the locking tabs are seated and there are no gaps around the cover.

Charging the battery
The battery is partially charged when shipped. Before you turn on and start using your phone, it is recommended that you charge the battery. Some batteries perform best after several full charge/discharge cycles.

1. Attach the power plug to the AC adapter.
2. Connect one end of the USB cable to the sync connector on your phone.
3. Connect the other end of the USB cable to the USB port of the AC adapter.
4. Plug the AC adapter into an electrical outlet to start charging the battery.
As the battery is being charged, the notification LED shows a solid red light when the battery is being charged. The light turns to solid green when the phone is fully charged.

When you charge the battery while the phone is on, the charging battery icon (🔋) is displayed in the status bar of the Home screen. After the battery has been fully charged, a full battery icon (🔋) will be displayed in the status bar of the Home screen.

- Use only an approved charging accessory to charge your phone.
- Do not remove the battery from the phone while you are charging it using the AC or car adapter.
- As a safety precaution, the battery stops charging when it overheats.

Getting started

Once you’ve charged your battery, you can turn on your phone and start using it.

Turning on your phone
Press the POWER button.

Setting up your phone for the first time
When you turn on your phone for the first time, just follow the onscreen instructions to set up your phone.

Be sure to sign in to your Google Account so you can use Google apps like Gmail™ and Android Market™. You can also set up your other email accounts, favorite social networks like Facebook® and Twitter™, and more.
### Getting around your phone

There are different ways to navigate around your phone’s Home screen, menus, and application screens.

<table>
<thead>
<tr>
<th>Action</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tap</strong></td>
<td>When you want to type using the onscreen keyboard, select items onscreen such as application and settings icons, or press onscreen buttons, simply tap them with your finger.</td>
</tr>
<tr>
<td><strong>Press and hold</strong></td>
<td>To open the available options for an item (e.g. contact or link in a web page), simply press and hold the item.</td>
</tr>
<tr>
<td><strong>Swipe or slide</strong></td>
<td>To swipe or slide means to quickly drag your finger vertically or horizontally across the screen or optical joystick.</td>
</tr>
<tr>
<td><strong>Drag</strong></td>
<td>Press and hold your finger with some pressure before you start to drag. While dragging, do not release your finger until you have reached the target position.</td>
</tr>
<tr>
<td><strong>Flick</strong></td>
<td>Flicking the screen is similar to swiping, except that you need to swipe your finger in light, quicker strokes. This finger gesture is always in a vertical direction, such as when flicking the contacts or message list.</td>
</tr>
<tr>
<td><strong>Rotate</strong></td>
<td>In most applications, you can automatically change the screen orientation from portrait to landscape by rotating the phone left or right.</td>
</tr>
<tr>
<td></td>
<td>When entering text, you can open and use the slideout keyboard which automatically changes the screen orientation to landscape. If you’re using the onscreen keyboard to enter text, you can turn the phone sideways to bring up a larger onscreen keyboard. Refer to the Settings chapter for more details.</td>
</tr>
<tr>
<td><strong>Pinch</strong></td>
<td>In some applications, like Gallery or the web browser, you can “pinch” the screen using two fingers (for example, thumb and index fingers) to zoom in or zoom out when viewing a picture or a web page.</td>
</tr>
</tbody>
</table>
What is sleep mode?
Sleep mode suspends your phone to a low power state while the display is off in order to save battery power. You will still be able to receive messages and calls while the phone is in sleep mode.

💡 For information on how to adjust the time before the screen turns off, see “Adjusting the time before the screen turns off” in the Settings chapter.

Switching to sleep mode
Briefly press the POWER button to turn off the display and switch your phone to sleep mode. Your phone also automatically goes into sleep mode when you leave the phone idle after a certain period of time. Switching to sleep mode also prevents accidental button or touch screen presses when the phone is in your bag or pocket.

Waking up from sleep mode and unlocking the screen
Your phone wakes up automatically when you have an incoming call. To wake up your phone manually, press the POWER button.

You will then see that the lock screen. Drag the bar down to unlock the screen or to answer an incoming call.

💡 If you have set up a screen unlock pattern, you will be prompted to draw the pattern on the screen before it unlocks. For more information on how to create and enable the screen unlock pattern, see “Protecting your phone with a screen lock” in the Security chapter.
Turning off your phone
If you do not need to use your phone, you can turn the power off to save battery life.

1. If the display is off, press the POWER button to turn the display back on.
2. Unlock your phone if the lock screen is displayed.
3. Press and hold the POWER button for a few seconds.
4. When the Phone options options menu appears, tap Power off.
5. Tap OK when prompted to turn off the phone.

Home screen

The Home screen provides you with a weather clock that shows the time and weather of your current location. Tap the respective item to open the associated application.

You can personalize your Home screen with everything you. Add items like application icons, shortcuts, folders, and widgets to give you instant access to information and applications. To learn how to personalize your Home screen, see the Personalizing chapter.
Extended Home screen
The Home screen extends beyond the screen width to provide more space for adding icons, widgets, and more. There are 6 “additional” screens apart from the main Home screen.

You cannot add more screens.

Navigating the Home screen
You can go to the extended Home screen by sliding your finger horizontally across the screen to go to the left or right side of the Home screen.

While on an extended Home screen, press HOME  to return to the main Home screen.

Directly going to a particular screen using Leap view

To jump straight to the screen that you want, press HOME  or pinch the screen to show the Leap view. It reveals all eight Home screen panels as thumbnails. Just tap the one you want and you’ll leap right there.
## Phone status icons

These are the icons that may appear on the phone status area of the status bar:

<table>
<thead>
<tr>
<th>Icon</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>📞</td>
<td>3G data transfer</td>
</tr>
<tr>
<td>📞</td>
<td>3G connected</td>
</tr>
<tr>
<td>📞</td>
<td>3G in idle mode</td>
</tr>
<tr>
<td>📞</td>
<td>1xRTT data transfer</td>
</tr>
<tr>
<td>📞</td>
<td>1xRTT connected</td>
</tr>
<tr>
<td>📞</td>
<td>1xRTT in idle mode</td>
</tr>
<tr>
<td>🔍</td>
<td>Connected to a Wi-Fi network</td>
</tr>
<tr>
<td>🔍</td>
<td>Bluetooth is on</td>
</tr>
<tr>
<td>🔍</td>
<td>Connected to a Bluetooth device</td>
</tr>
<tr>
<td>📲</td>
<td>Airplane mode</td>
</tr>
<tr>
<td>⏰</td>
<td>Alarm is set</td>
</tr>
<tr>
<td>🎤</td>
<td>Speakerphone on</td>
</tr>
<tr>
<td>🔄</td>
<td>Data synchronizing</td>
</tr>
<tr>
<td>📥</td>
<td>Signal strength</td>
</tr>
<tr>
<td>📽</td>
<td>Roaming</td>
</tr>
<tr>
<td>📽</td>
<td>No signal</td>
</tr>
<tr>
<td>📽</td>
<td>Vibrate mode</td>
</tr>
<tr>
<td>📽</td>
<td>Location setting on</td>
</tr>
<tr>
<td>📽</td>
<td>Location setting off</td>
</tr>
<tr>
<td>📽</td>
<td>Phone speaker is mute</td>
</tr>
<tr>
<td>📽</td>
<td>Phone microphone is mute</td>
</tr>
<tr>
<td>📽</td>
<td>Battery is very low (10% remaining)</td>
</tr>
<tr>
<td>📽</td>
<td>Battery is low (20% remaining)</td>
</tr>
<tr>
<td>📽</td>
<td>Battery is full</td>
</tr>
<tr>
<td>📽</td>
<td>Battery is charging</td>
</tr>
<tr>
<td>📽</td>
<td>Wired microphone headset connected</td>
</tr>
<tr>
<td>📽</td>
<td>Wired headset connected</td>
</tr>
</tbody>
</table>
Notification icons
These are the icons that may appear on the notifications area of the status bar:

<table>
<thead>
<tr>
<th>Icon</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>✉️</td>
<td>New Gmail message</td>
</tr>
<tr>
<td>📦</td>
<td>New Microsoft Exchange ActiveSync or POP3/IMAP email</td>
</tr>
<tr>
<td>📧</td>
<td>New SMS/MMS</td>
</tr>
<tr>
<td>📞</td>
<td>Problem with SMS/MMS delivery</td>
</tr>
<tr>
<td>📞</td>
<td>New Google Talk instant message</td>
</tr>
<tr>
<td>📞</td>
<td>New voicemail</td>
</tr>
<tr>
<td>🔴</td>
<td>Upcoming event</td>
</tr>
<tr>
<td>📧</td>
<td>4G is on and 4G networks are available</td>
</tr>
<tr>
<td>📧</td>
<td>Connected to a 4G network</td>
</tr>
<tr>
<td>📧</td>
<td>Wi-Fi is on and wireless networks are available</td>
</tr>
<tr>
<td>📧</td>
<td>Wi-Fi Hotspot is on and the phone is ready to share its 4G connection</td>
</tr>
<tr>
<td>📧</td>
<td>Wi-Fi Hotspot is on and the phone is ready to share its 3G connection</td>
</tr>
<tr>
<td>🎵</td>
<td>Song is playing</td>
</tr>
<tr>
<td>🔍</td>
<td>General notification (for example, Phone connected to PC via USB)</td>
</tr>
<tr>
<td>⌚️</td>
<td>Data synchronizing or connected to HTC Sync</td>
</tr>
</tbody>
</table>
Basics

Checking notifications
Notification icons on the status bar report the arrival of new messages, calendar events, alarms set and ongoing settings such as when call forwarding is on or the current call status. You can open the Notifications panel to open the message, reminder, or event notification and see the mobile operator name.

Opening the Notifications panel
When a new notification icon displays in the status bar, press and hold the status bar, then slide your finger downward to open the Notifications panel.

If you have several notifications, you can scroll down the screen to view more notifications.

💡 You can also open the Notifications panel on the Home screen by pressing MENU and then tapping Notifications.
Closing the Notifications panel
Do one of the following:

- Press and hold the bottom bar of the Notifications panel, then slide your finger up the screen.
- Press BACK.

Ways of getting contacts into your phone

There are several ways you can add contacts to your phone. You can sync your phone with contacts from your Google Account, computer, Facebook, and more.

<table>
<thead>
<tr>
<th>Method</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gmail</td>
<td>Gmail contacts are imported to your phone after you sign in to your Google Account. You can also create more Google contacts right from your phone. For details, see the People and Accounts and sync chapters.</td>
</tr>
<tr>
<td>Phone contacts</td>
<td>Create new contacts on your phone. See “Adding a new contact” in the People chapter for details.</td>
</tr>
<tr>
<td>Facebook</td>
<td>Log in to your Facebook account through Facebook for HTC Sense to import your Facebook friends’ contact information. See “Adding an account” in the Accounts and sync chapter for details.</td>
</tr>
<tr>
<td>HTC Sync</td>
<td>First sync the contacts from your old phone to your computer, and then use the HTC Sync software to sync them from your computer to your new phone. See “Using HTC Sync” in the Accounts and sync chapter for details.</td>
</tr>
<tr>
<td>Exchange ActiveSync</td>
<td>You can sync your work contacts from the Microsoft Exchange ActiveSync Server in your workplace to your phone. See “Synchronizing with a Microsoft Exchange ActiveSync account” in the Accounts and sync chapter for details.</td>
</tr>
</tbody>
</table>
Adjusting the volume

Adjusting the ringer volume

1. Press the VOLUME UP or VOLUME DOWN buttons on the left panel of the phone to adjust the ringer volume to your desired level. The Ringer volume window appears on the screen to display the volume levels. While in the lowest ringer volume level (Silent mode), press VOLUME DOWN once to set your phone to Vibrate mode. The phone vibrates and the vibrate mode icon ( ) appears on the status bar.

2. While in Vibrate mode, press VOLUME UP once to switch to silent mode. The speaker mute icon ( ) displays on the status bar.

💡 To quickly switch your phone to silent mode, press and hold the POWER button, and then tap Silent mode on the options menu.

Adjusting the media volume

When playing music or watching video, press the VOLUME UP or VOLUME DOWN buttons on the left panel of the phone to adjust the media volume. The Media volume window appears on the screen to display the volume level.

You can also adjust the media volume on the Settings screen.

1. Press HOME 🏡 > MENU, and then tap Settings > Sound > Volume.
2. When the Volume window appears, drag the Media slider to the left to lower the volume or to the right to increase the volume.

3. Tap OK to close the window.

Connecting your phone to a computer

Whenever you connect your phone to a computer using the USB cable, the Connect to PC dialog box displays and prompts you to choose the type of USB connection. Select one of the following choices, and then tap Done:

Charge only
Select this mode if you only want to charge the phone’s battery using your computer.

HTC Sync
When selected, the phone automatically uses HTC Sync when connected to your computer and lets you synchronize Outlook and Windows Address Book (Outlook Express), contacts and calendar events between your computer and your phone. For more information, see “Using HTC Sync” in the Accounts and sync chapter.

Disk drive
This mode is available only when you have installed a microSD card on your phone. Select this mode when you want to use your storage card as a USB thumb drive, and copy files between your phone’s storage card and your computer.

When Disk Drive mode is enabled while your phone is connected to the computer, you will not be able to run applications that use the
storage card, such as Music or Gallery. For more information, see “Copying files to and from the storage card” in this chapter.

**USB tethering**

When you do not have Internet connection on your computer, you can select this mode to share your phone’s mobile data connection with your computer. For more information, see “Using your phone as a modem” in the Internet chapter.

If you do not want to show the Connect to PC dialog box everytime you connect the phone to the computer, select the **Don’t ask again** checkbox in the Connect to PC dialog box. The default connection type will be used when you connect the phone to the computer.

To check or change the default connection type and to show or hide the Connect to PC dialog box, press **HOME > MENU**, and then tap **Settings > Connect to PC**.

**Copying files to and from the storage card**

1. Connect the phone to your computer using the supplied USB cable.
2. When the Connect to PC dialog box appears, tap **Disk drive**, and then tap **Done**.
3. On your computer, the connected phone is recognized as a removable disk. Navigate to this removable disk and open it.
4. Do one of the following:
   - Copy the files from the computer to the phone’s storage card’s root folder.
- Copy the files from the phone’s storage card to a folder in your computer or computer desktop.

5. After copying the files, unmount the removable disk (that is, the connected phone) as required by your computer’s operating system to safely remove your phone.

6. Do one of the following:
   - Disconnect the phone from the computer.
   - If you want to keep the phone connected to the computer but want the phone to be able to access the storage card, open the Notifications panel, tap Disk drive, select an option except Disk drive, and then tap Done. See “Opening the Notifications panel” in this chapter to learn how to open the Notifications panel.

Searching your phone and the Web

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

Some applications, such as People or Mail, have their own search function, which you can use to search only within those applications.

Setting Web and phone search options

1. Press HOME > MENU, and then tap Settings.
2. Scroll down the screen, and then tap Search.
3. Tap Google search, and then do the following:
   - Select Show web suggestions if you want to include suggestions from Google when doing a search.
Select **Use My Location** if you want to include your location when doing a search and using other Google services.

Select **Search history** to enable personalized search history. You need to sign in to your Google Account to use this feature. The **Show web suggestion** check box needs to be selected for this option to be enabled.

Press BACK when you are done.

4. Tap **Searchable items**, and then select the items you want included when doing a search.

**Searching the Web and your phone using Google search**

1. Press HOME > SEARCH.

2. Enter the search item in the Google search box. As you type, matching items on your phone and suggestions from Google web search are shown as a list.

   The suggested items that appear will depend on the options that you have selected in the search settings. See “Setting Web and phone search options” for details.

3. To target your search to just the Web or to a single application’s information, tap at the left of the search box, and then tap the icon representing where you want to search.
4. Do one of the following:
   - If what you’re searching for is in the list of suggestions, tap it in the list. The item opens in the appropriate application.
   - If what you’re searching for is not in the list, tap to search the Web or, if you’ve targeted your search to a single application, within that application.
Personalizing

Making your phone truly yours

Make your phone look and sound just the way you want it. Personalize your phone with a different wallpaper, ringtone, and notification sound for events such as incoming text, email, calendar reminders, and more.

Your phone’s Home screen is highly customizable and extends beyond the screen width, giving you plenty of space to add the information that matters most in your daily life and phone features that make communication quicker and easier. You have up to seven screens that extend to the left and right sides of your display as your Home screen, on which you can add elements such as widgets, program icons, shortcuts to information, and more.

To find out how to set notification sounds for events, see “Changing sound settings”.

Changing the ringtone

Choose from the available selections of ringtones on your phone.

1. Press HOME 🏡 > MENU, and then tap Settings.
2. Tap Personalize > Default ringtone. The Phone ringtone selection menu then opens.
3. Scroll through the available ringtones and tap the ringtone you want to use. The ringtone briefly plays when selected.
4. Tap OK.
You can also download or copy ringtones or songs to your phone’s storage card. To find out how you can copy files to your storage card, see “Copying files to and from the storage card“.

Ringtones or songs downloaded or copied to your storage card are not automatically added to the ringtone selection menu. You need to go to the Music application and set a ringtone or song in your storage card as your ringtone. To find out how to set a ringtone using the Music application, see “Setting a song as ringtone” in the Music chapter.

Personalizing your phone with scenes

Your phone becomes multiple phones in one when you use scenes. Scenes are personalized Home screen layouts that you can quickly apply to your phone. By switching between scenes, you instantly turn your phone into your perfect weekend phone, travel phone, work phone, or pure play phone.

Using a preset scene

Your phone features preset scenes, each preconfigured with a different wallpaper and collection of widgets that reflect different moments in your life. You can choose a scene that is suitable for work, play, travel, or your social life.

1. Press HOME 🏡 > MENU, and then tap Scenes.
2. In the Choose a scene menu, select a preset scene and then tap Save.
Customizing and saving a scene
After selecting a preset scene, you can add widgets and other elements, arrange the layout, change the wallpaper, and save the whole Home screen as your personalized scene.

1. Press HOME  > MENU, and then tap Scenes.

2. In the Choose a scene menu, select a preset scene that already has some widgets, or select Clean Slate if you want to design your own Home screen.

3. Add widgets and other elements that you want.

4. Arrange the layout of your Home screen according to your preference.

5. Change the Home screen wallpaper.

6. When you are done designing your Home screen, press HOME  > MENU and then tap Scenes again.
7. Under My scenes, make sure the Current (unsaved) option is selected and then tap Save.

8. Enter a new scene name for your Home screen and then tap Done. Or, if you already created a scene, enter the same scene name, tap Done and then tap Replace.

Renaming or deleting a scene
You can rename or delete a personalized scene that you created. Preset scenes cannot be renamed or deleted.

1. Press HOME > MENU and then tap Settings > Personalize > Scenes.

2. Under My scenes, press and hold a scene and choose whether to rename or delete it.

Changing your wallpaper
Personalizing your Home screen wallpaper with your favorite photo is a quick and easy way to change the feel of your phone and give it a fresh look. Browse the collection of wallpapers included in your phone or choose from photos that you have taken with the camera. You can also change your Home screen to use an animated wallpaper.

The wallpaper that you choose for the Home screen will also be used as the lock screen wallpaper.

1. Press HOME > MENU, and then tap Wallpaper.

2. Do one of the following:
   - Tap Live wallpapers to choose from preset animated wallpapers.
   - Tap HTC wallpapers to choose from preset wallpapers.
Personalizing

- Tap Gallery to select a photo that you have taken using the camera or copied to your storage card. Crop the photo and then tap Save.

3. After changing the wallpaper, remember to save it to the scene that you created or save it as a new scene. To find out how to save a scene, see “Customizing and saving a scene”.

Personalizing your Home screen with widgets

Widgets put at-a-glance important information and media content up front on your Home screen. Some widgets are already added to your Home screen for your convenience. You can add more from the available selections of widgets, or download more widgets.

Adding a widget to your Home screen

A wide selection of widgets is available for you to choose from, such as Calendar, Music, Photo Album, Friend Stream, and more.

1. Press HOME 🏡. Go to the part of the Home screen where there’s space to add a new widget. To find out how, see “Navigating the Home screen” in the Basics chapter.

2. Tap + or press and hold on the Home screen to open the Add to Home options menu.

3. Tap Widget and then select a widget that you want.

4. Most HTC widgets are available in a variety of designs and sizes to suit your needs. Tap the right or left arrow button at the bottom of the screen to view the different styles, and then tap Select to choose one.
You can also add widgets that allow you to quickly switch on or off certain settings of your phone, such as Wi-Fi, Mobile Network, Bluetooth, and more. Scroll down the widgets list, tap **Settings**, and then tap the widget that you want.

**Downloading HTC widgets**

A selection of fun and useful HTC widgets are also available for download.

1. Press HOME 🏡. Go to the part of the Home screen where there’s space to add a new widget. To find out how, see “Navigating the Home screen” in the Basics chapter.
2. Tap 📦 or press and hold on the Home screen to open the Add to Home options menu.
3. Tap **Widget** and then tap **Get more HTC widgets**.
4. Tap to select a widget.
5. Tap **Details** to see a short description about the widget. After reading, press BACK ⬅️.
6. When you’re ready to download and add the widget to your Home screen, tap **Download**.
Adding application icons and other shortcuts on your Home screen

Place application icons on your Home screen to open applications quicker. You can also add shortcuts to settings and specific information such as a bookmarked webpage, someone’s phone number, a music playlist, route directions, and many other items, to your Home screen.

The shortcuts available depend on the applications that are installed on your phone.

1. Press HOME 🏡. Go to the part of the Home screen where there’s space to add a new shortcut. To find out how, see “Navigating the Home screen” in the Basics chapter.

2. Tap 📀 or press and hold on the Home screen to open the Add to Home options menu.

3. Do one of the following:
   - To add an application icon, tap App and then select an application.
   - To add a shortcut to a setting or information, tap Shortcut and then select the type of information or setting.

To add an application icon on the Home screen, you can also press HOME 🏡, tap 🗄, and then press and hold an application icon. Without lifting your finger, drag the icon to an empty area on the Home screen, and then release it.
Adding folders on your Home screen

Use folders to group related applications and other shortcuts to keep your Home screen tidy and organized.

💡 You can also add information folders that show up-to-date information such as Bluetooth received files, your Facebook phonebook, and more.

Creating a new folder and adding items to it

1. Press HOME 🏡. Go to the part of the Home screen where there’s space to add a new folder. To find out how, see “Navigating the Home screen” in the Basics chapter.

2. Tap ✆️ or press and hold on the Home screen to open the Add to Home options menu.

3. Tap Folder and then tap New Folder.

4. Press and hold an application icon or a shortcut that you want to move to the folder. The phone then vibrates. Don’t lift your finger.

5. Drag the application icon or shortcut and drop it on top of the folder.

Simply tap the folder to open it so you can access the applications and shortcuts inside the folder.

Renaming a folder

1. Tap the folder to open it.

2. Press and hold the folder window’s title bar.

3. Enter a new folder name and then tap OK.
Rearranging or removing widgets and icons on your Home screen

Rearrange the widgets and icons on your Home screen to give room for adding more items to the Home screen. You can also remove widgets and icons that you don’t frequently use.

Moving a widget or icon
1. Press and hold the widget or icon you want to move.
   The phone vibrates and you’ll see a green box around the widget or icon. Don’t release your finger.
2. Drag the widget or icon to a new location on the screen.
   Pause at the left or right edge of the screen to drag the widget or icon onto another Home screen panel.
3. When the widget or icon is where you want it, release your finger.
   If you’ve released your finger but a message shows that there’s no space to place the widget or icon, drag it right or left again to another Home screen panel.

Removing a widget or icon
1. Press and hold the widget or icon you want to remove.
   The phone vibrates and you’ll see a green box around the widget or icon. Don’t release your finger.
2. The Phone button at the bottom of the screen then changes into the Remove button. Drag the widget or icon down to the Remove button.
3. When the widget or icon turns red, release your finger.
There are several convenient methods to make a call from your phone.

**Calling using the Phone dialer**
In the Phone’s dialer, you can either dial a number directly or enter the first few characters of a contact name. The Smart dial feature searches for contacts (from the call history and your stored contacts) that match. When you see the number or contact that you want, simply tap it to dial it.

1. Press HOME  and then tap .
2. Begin entering the first few digits or characters by tapping the keys on the phone keypad. As you enter digits or letters, the panel displays numbers and names that match the keys you tapped.
   
   If you enter a wrong digit, tap  to erase that digit. To erase the entire number, press and hold  .

3. Tap  to close the phone keypad and to see if there are more matching numbers or contacts. To browse through the filtered list, flick through the list or slide your finger up or down the list slowly.

4. To place a call, do one of the following:
   - If there are no matching contacts in the list, after entering the number, tap **Call**.
   - Tap the phone number or contact from the list.
Phone calls

- To call a different phone number associated with the contact, tap 📞 at the right side of the contact name. On the contact details screen, tap the number you want to call.

Calling a speed dial number
1. Press HOME 🏡, and then tap 📞.
2. On the phone keypad, press and hold the number that is associated with the contact you want to call.

The number 1 on the phone keypad is generally reserved for your voicemail. Press and hold this button to call voicemail and retrieve your voicemail messages.

Adding a contact to speed dial
1. Press HOME 🏡, and then tap 📞.
2. Press MENU, and then tap Speed dial > Add new.
3. Enter the name of the contact you want to add. When the name comes up in the list, tap the name.
4. On the Speed dial screen, select the phone number of the contact to use, and the phone keypad assignment. Tap Save.

Calling a phone number in a text message
1. Press HOME 🏡, tap Messages, and then tap the message thread containing the text message that you want.
2. Tap the phone number in the text message.
3. Edit the phone number if needed, and then tap Call.

💡 To call the message sender, in the All messages list, press and hold the message thread, and then tap Call on the options menu.

For more information about text messages, see the Messages chapter.
Making an emergency call
On the phone dialer screen, dial the international emergency number for your locale (for example, 000), and then tap Call.

💡 Your phone can only operate when in a CDMA service area.

Receiving calls

When you receive a phone call from a contact, the Incoming call screen appears and displays the caller ID icon, name, and phone number of the calling party. When you receive a phone call from someone who is not stored in People, only the default caller ID icon and phone number appear on the Incoming call screen.

Answering an incoming call
Depending if the display is on or off, you need to:
- If the display is on, tap Answer.
- If the display is off, the display will turn on showing the Lock screen. Drag the bar down to answer the call.
Muting the ringing sound without rejecting the call
Do one of the following:

- Press the VOLUME DOWN button.
- Place the phone face down on a leveled surface.

If the phone is already facing down, the phone will still ring when there are subsequent incoming calls.

Using the Quiet ring on pickup feature
You can set your phone to automatically scale down the ring volume when you lift up the phone to answer calls.

1. Press HOME > MENU, and then tap Settings > Sound.
2. Select the Quiet ring on pickup check box.
3. Press BACK.

Rejecting an incoming call

- If the display is on, tap Decline to reject and send the call to your voicemail.
- If the display is off, the display will come on with the Lock screen. Drag the bar up to reject and send the call to your voicemail.

Rejecting a call and sending a text message
You can automatically send a default text message to the caller and reject the incoming call.

To reject and send a message when you receive an incoming call, press MENU, and then tap Send message.
Editing the default message
You can change the message that is sent out.

1. Press HOME  and then tap Phone.
2. Press MENU, and then tap Settings > Edit default message.
3. Enter the new message, and then tap OK.

Missed call notification
If you missed a call, the missed call icon ( ⌚️ ) appears in the status bar. To see who the caller was, press and hold the status bar, and then drag downward to open the Notifications panel.

You’ll then see the missed call number or contact name. Tap it to open the Call history. Missed calls are indicated by the missed call icon ( 🔄 ).

See “Using the call history” in this chapter for more details.
When a call is in progress, use the buttons onscreen to mute or unmute the microphone or to turn the speakerphone on or off.

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

You can also press MENU to open the call options menu and choose to add a call, place the call on hold, and more.
Handling multiple calls
Your phone notifies you when you have another incoming call, and gives you the option of rejecting or accepting the call. If you are already on a call and accept the new call, you can choose to switch between the two callers.

1. When you receive another call, tap Answer to accept the second call, and to put the first call on hold.
2. To switch between callers, tap the person you want to talk to on the screen.
3. To end the current call and return to the other call, tap End call.

Making a three-way call
1. Make a call to the first participant.
2. When connected, press MENU, tap Add call, dial the number of the second participant, and then tap Call. The first participant is put on hold when you dial the second participant.
3. When connected to the second participant, tap (merge).
To end the three-way call, tap End call.

If one of the participants hangs up, you and the remaining caller will still stay connected. If you made the three-way call and are the first to hang up, all callers will be disconnected.
52 Phone calls

Ending a call

On the Phone screen, tap End call.

If the phone display is off, press POWER to turn on the screen so you can tap End call.

If the phone number of the person who called is not in your contacts list, you can save the number to your contacts list after you hang up.

Using Call history

Use the Call history to check your missed calls or view all your dialed numbers and received calls.

1. Press HOME  and then tap  > Call history.
   (Or if you’re on the Phone screen, tap  .)

2. Do one of the following:
   - Tap a name or number to dial it.
   - Press and hold a name or number in the list to display the options menu where you can select to view the contact information (if the number is stored in your contacts list), edit the number before you redial, send a text message, delete from call history, or save a phone number to People.
   - Tap  to show the call history for that particular contact.

You can also access call history from the People application. See the People chapter for more information.
Adding a new phone number to your contacts from call history

1. Press HOME 🏡, and then tap 📞 > Call history.
   (Or if you’re on the Phone screen, tap 📞.)
2. Press and hold the received call or number that is not in your contacts list that you want to save to your contacts list, and then tap Save to People.
3. Choose under which account to save it, such as your Google Account.
4. Enter the contact name and other details. The phone number is automatically added to the Mobile field in the Phone section. To store it as another type of number, for example a home number, tap the Mobile button and change the type.
5. Scroll down the screen and tap Save.

To learn how to add new contacts or edit the contact information, see the People chapter.

Clearing the call history list

1. Press HOME 🏡, and then tap 📞 > Call history.
   (Or if you’re on the Phone screen, tap 📞.)
2. Do one of the following:
   - To remove one name or number from the list, press and hold the name or number, and then tap Delete from call history.
   - To clear the entire list, press MENU, and then tap Delete all.
Roaming

Your phone allows you to control your roaming experience.

Setting the roaming mode
1. Press HOME > MENU, and then tap Settings > Wireless & networks > Mobile networks.
2. Tap Roaming.
3. Choose one of the following:
   - Select Home only to access only your service provider’s network and prevent your phone from roaming on other networks.
   - Select Automatic to allow your phone to search and connect to alternate networks.

Using Call Guard
Your phone has two ways of alerting you when you are roaming off your service provider’s network: the roaming icon ( ) on the status bar and Call Guard. Call Guard makes it easy to manage your roaming by requiring an extra step before you can place or answer a roaming call. (This additional step is not required when you make or receive calls while you’re on your service provider’s network.)

Turning Call Guard on or off
1. Press HOME > MENU, and then tap Settings > Wireless & networks > Mobile networks.
2. Select or clear the Call guard check box.
Call Guard is turned on by default.
Voice dialing and speed dialing are not available when you are roaming with Call Guard enabled.

Call services

Your phone can directly link to the mobile phone network, and enable you to access and change the settings of various phone services for your phone. Call services may include call forwarding, call waiting, voicemail, and more. Contact your mobile operator to find out about the availability of call services for your phone.

To open call services, press HOME 🏡 > MENU, and then tap Settings > Call.

Voicemail service
Shows the current voicemail service being used.

Voicemail settings
Specify your voicemail number.

Clear voicemail notification
If you have a notification of a new voicemail, you can clear the notification with this option.

TTY mode
Allow the use of a TTY (teletypewriter) device for users who are visually or hearing impaired.
Phone calls

Hearing aids
Turn on the Hearing Aid Compliance feature that reduces interference to hearing aids.

Phone settings
Change the call reject message, choose whether to open the message editor when you reject a call with a message, and choose whether to allow automatic saving of an unknown phone number when a call with that number ends.

DDTM mode
Select this check box if you want to automatically send incoming calls to your voicemail when you’re using your phone’s data connection.

Voice Privacy
Select this check box if you want to encrypt outgoing voice calls and use secure channels when available.

Automatic prepend
Select this check box to have dialed numbers automatically be added with the international dialing code.

Plus code dialing
Specify your preferred plus code dialing settings for placing international calls.
Turning Airplane mode on or off

In many countries, you are required by law to turn off the phone while on board an aircraft. A way to turn off the phone function is to switch your phone to Airplane mode. When you enable Airplane mode, all wireless radios on your phone are turned off, including the call function, data services, Bluetooth, and Wi-Fi.

1. Press HOME 🏡 > MENU, and then tap Settings > Wireless & networks.

2. Select or clear the Airplane mode check box to enable or disable Airplane mode.
   When enabled, the Airplane mode icon (🚈) is displayed in the status bar.

When you disable Airplane mode, the call function is turned back on and the previous state of Bluetooth and Wi-Fi is restored.
People

About the People application

In **People**, you can easily manage your communications with contacts via phone, messaging, and email.

If you are synchronizing your phone with your Google Account, Facebook, Outlook on your PC, and/or Exchange ActiveSync work account, all contacts from those accounts will be displayed in People. You can also view Facebook, Twitter, and Flickr updates of your contacts when you’re signed in to these accounts on your phone.

To open People, press HOME 🏡, and then tap 📞 > People. You’ll see the following tabs:

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>All tab</td>
<td>Gives you access to all contacts on your phone, including Google contacts, Phone contacts, Facebook contacts, and Exchange ActiveSync contacts. You can also use this tab to open or update My contact card. For more information, see “Setting up My Contact Card” in this chapter.</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Groups tab</td>
<td>Lets you assign contacts to groups so you can easily send an SMS, MMS, or email message to a whole group. For more information, see “Contact groups” in this chapter.</td>
<td></td>
</tr>
</tbody>
</table>
3 Online directories tab

Search for contacts on your online directories such as your Facebook or Exchange ActiveSync or account to copy to your phone.

4 Call history tab

Lists all your dialed numbers and received and missed calls. See “Using Call History” in the Phone calls chapter.

Your contacts list

The All tab of the People screen shows all your contacts, including Google contacts, Phone contacts, Facebook contacts, and Exchange ActiveSync contacts.
1. Create a new contact.

2. Edit My contact card.

3. This icon appears when the contact:
   - Has sent you a new text or email message, or tried to call you but you missed the call.
   - Has updated his or her Facebook profile or has added photos on Flickr or Facebook.
   - Has upcoming Facebook events.

4. Tap to open the contact details screen for that contact.

5. This appears when the contact is a Facebook contact or you’ve linked the contact to his or her Facebook account.

6. Tap the photo or icon to open a menu where you can quickly choose how to communicate with the contact. Depending on the contact information stored, you can call, send a message or email, see the contact’s Facebook profile, and map his/her address in Google Maps.

⚠️ To view only contacts of a particular type, for example Google contacts or Facebook contacts, press MENU, tap View, and select the contact types.
Setting up My contact card

My contact card provides a convenient way for you to store your own contact details so that you can easily share it via SMS, MMS, email, or Bluetooth.

1. Press HOME ️, and then tap ️ > People.
2. On the All tab, tap Me.

If you are logged in to your Facebook account through Facebook for HTC Sense, instead of Me, you will see the name and photo that you use in your Facebook.

3. Enter your name and contact details.
4. Tap Save.

Adding a new contact

1. Press HOME ️, and then tap ️ > People.
2. On the All tab, tap Add contact at the top of the screen.
3. For the Contact type, choose under which account to add your new contact, for example Google or Exchange ActiveSync. Or if you just want to store the contact on your phone, select Phone.
4. Tap the Name field, enter the first and last name of the contact, and choose the order in which to display the names. Tap OK.
5. Enter the contact information in the fields provided.
6. Scroll to the bottom of the screen, and then tap Save.
Importing a contact from an Exchange ActiveSync account

If you have your Exchange ActiveSync work account already set up on your phone, you can search for a work contact on the company directory and add it to your phone's contacts list.

1. Press HOME  > People.
2. Go to the Online directories tab, and then tap Company directory.
3. Enter the contact name to search for, and then tap .
4. In the list, tap the name of the contact you want to copy to your phone.
5. Tap Save to People.

Merging contact information

Merge duplicated contacts on your phone to avoid clutter and confusion. If you have the same contact stored in your Phone, Google, and Facebook accounts, you can combine the contact details from these accounts as one entry in your contacts list.

The phone automatically merges contacts that it finds to have similar data. If you need to manually merge contacts or break the link between contacts, follow the procedures below.

Manually merging contact information

1. Press HOME  > People.
2. On the All tab, tap the name of the contact (not the icon or photo) you want to merge with another contact on your phone.
3. At the upper right corner of the screen, tap 🔄 or Link (if there are suggested links.)

4. On the screen, you can:
   - If there are suggested links, tap 🔄 to link the contact to the selected account.
   - Tap one of the options available in the Add contact section.

5. Tap Done.

Breaking the contact information link between contacts
1. Press HOME 🏡, and then tap 🔄 > People.
2. On the All tab, tap the name of the contact (not the icon or photo) whose contact information link you want to break.
3. On the upper right corner of the screen, tap 🔄.
4. On the Linked contacts section, tap 🔄 beside the name of the contact to break the link.
5. Tap Done.

Editing a contact’s information
1. Press HOME 🏡, and then tap 🔄 > People.
2. On the All tab, press and hold the contact, and then tap Edit contact.
3. Enter the new information for the contact.
4. Scroll to the bottom of the screen, and then tap Save.
Searching for a contact

1. Press HOME  > People.
2. Press the SEARCH button on the phone.
3. In the search bar, enter the first few letters of the first or last name of the contact you are looking for. Matching contacts are displayed.
   
   If the list of matching contacts is long, you can view more results by tapping to hide the onscreen keyboard.
4. Tap the contact to open his or her contact details screen. See “Contact information and conversations” for details.

Contact information and conversations

When you tap a contact on the People screen, the contact details screen opens, showing you the information stored for that contact, exchanged messages and phone calls with that contact, Facebook notifications, and more.

The contact details screen has the following tabs:
1 Details tab
Shows the information you have stored for the contact, and allows you to get in touch with the contact directly by tapping any of the displayed methods. For example, if the contact has a stored work phone number, tap Call work to call that number. You can also add one of the contact’s phone numbers as a speed dial number. Press MENU, and then tap More > Set speed dial.

2 Messages tab
Shows your exchanged text and multimedia messages with the contact. Tap a message to view it. To send a new message, tap New message. For more information about messages, see the Messages chapter.

3 Mail tab
Shows email messages you have received from the contact. Tap an email message to view it. To send a new email message, tap New mail. For more information about email, see the Email chapter.

4 Updates and events tab
Shows the contact’s Facebook status, updates, and events, and shows when he or she uploads new photos to Flickr. When there is a notification of the contact’s birthday, you can tap the notification to call the contact directly or send a message greeting. You need to be logged in to your Facebook account to see the updates and events. If you are not logged in, tap Link to Facebook.

5 Gallery tab
Shows the contact’s Facebook and Flickr photo albums. Tap an album to look at the photos in the album. You need to be logged in to your Facebook and Flickr accounts to see the photo albums. If you are not logged in, tap Link to Facebook and/or Link to Flickr.

6 Call history tab
Lists all your incoming, outgoing, and missed calls to and from the contact. Tap a list item to call the contact using the displayed number. For more information, see “Using Call history” in the Phone calls chapter.
People

Backing up your contacts to the storage card

1. Press HOME \( \text{ホーム} \), and then tap \( \text{設定} \) > People.
2. Press MENU, and then tap Import/Export > Export to SD card.

Importing contacts from the storage card

1. Press HOME \( \text{ホーム} \), and then tap \( \text{設定} \) > People.
2. Press MENU, and then tap Import/Export > Import from SD card.

- You can only import contacts that were exported to the storage card using the Export to SD card feature on the phone.

3. If you have your Google Account or Exchange ActiveSync account set up on your phone, tap the type for the imported contacts.

- Press BACK \( \text{戻る} \) to stop importing contacts from the storage card.

Deleting contacts

1. Press HOME \( \text{ホーム} \), and then tap \( \text{設定} \) > People.
2. On the All tab, press MENU, and then tap Delete.
3. Select the contacts you want to delete, and then tap Delete.
4. When prompted, tap OK.

- To delete a single contact, on the All tab, press and hold the name of the contact (not the icon or photo) who you want to delete and select Delete contact from the menu.
Sharing contact information

You can share someone’s contact details or your own contact information easily from your phone.

Sending contact information as a vCard via MMS
1. Press HOME  > People.
2. On the All tab, press and hold the name of the contact (not the icon or photo) whose contact information you want to send, and then tap Send contact as vCard.
3. Select the type of information you want to send, and then tap Send.
4. Enter the recipient’s number or email address, and then send the message. (For more information about sending MMS, see “Sending text and multimedia messages” in the Messages chapter.)

You cannot send a vCard using SMS.

You can also send a vCard via Bluetooth. To learn how to send files through Bluetooth, see the Bluetooth chapter.

Sending your contact information as a vCard via MMS
1. Press HOME  > People.
2. On the All tab, tap [Your name] My contact card.
3. Press MENU, and then tap Send my contact info.
4. Select the type of information you want to send, and then tap Send.
People

5. Enter the recipient’s number or email address, and then send the message. (For more information about sending MMS, see “Sending text and multimedia messages” in the Messages chapter.)

💡 You cannot send a vCard using SMS.

You can also send your contact vCard via Bluetooth. To learn how to send files through Bluetooth, see the Bluetooth chapter.

Contact groups

You can assign contacts to groups so you can easily send an SMS, MMS, or email message to a whole group. You can also sync groups on your phone with the groups in your Google Account, accessible via your computer’s web browser.

Creating a group and adding contacts

1. Press HOME 🏡, and then tap 📞 > People.
2. Go to the Groups tab, and then tap Add group.
3. Enter a name for the group, and then tap Add contact to group.
4. Select the contacts you want to add to the group, and then tap Save.

💡 If your contacts list is long, you can use the search bar to search for contacts quickly, or tap 📑 to hide the onscreen keyboard and scroll through the list.

5. Tap 📷 to assign a group photo.
6. Tap Save.
Adding or removing contacts from a group

1. Press HOME 🏡, and then tap 📱 > People.
2. Go to the Groups tab, press and hold the group, and then tap Edit group.
3. You can:
   - Tap the group name to change the name. You can only change the name for groups that you have created.
   - Tap the icon to the left of the group name to change or remove the group photo.
   - To add contacts to the group, tap Add contact to group, select the contacts you want to add, and then tap Save.
   - To remove a contact from the group, tap ⌁ at the right side of the contact name, and then tap Save.

Deleting a group

1. Press HOME 🏡, and then tap 📱 > People.
2. Go to the Groups tab, press and hold the group you want to delete, and then tap Delete group.

You can only delete groups that you have created.

Sending an SMS/MMS message or email to a group

1. Press HOME 🏡, and then tap 📱 > People.
2. Go to the Groups tab, and then tap the group you want to send an SMS/MMS message or email to.
3. Go to the **Group action** tab, and then do one of the following:
   - Tap **Send group message** to send an SMS/MMS message to the group. For information about composing and sending messages, see the Messages chapter.

   ![People widget]

     You will be charged by your mobile provider for each message sent. For example, if you send a message to a group of five people, you will be charged for five messages.

   - Tap **Send group mail** to send an email to the group. For information on composing and sending email, see the Email chapter.

---

**People widget**

Put the group of people you contact most right on the Home screen of your phone by adding them as the People widget. Using the People widget, you can instantly place a call, send a message, or view details of a favorite contact with a single tap.

**Adding the People widget**

Slide your finger left or right on the Home screen to find the People widget. If you do not find it, you can add it one or more People widgets on your Home screen, with a different contact group on each widget.

1. Press HOME 🏡, and then tap 📱 > Widget > People.
2. Choose the widget style, and then tap **Select**.
3. Select the group you want to add as a widget.
4. Drag the widget to a blank space on a Home screen, and then release.
Setting the default contact method
1. Press HOME  
, and then go to the People widget.
2. Tap a contact on the widget.
3. On the Select default action screen, tap the contact method you want for the contact.

Changing the default contact method
1. Tap the contact’s name (not the photo) on the widget.
2. Press MENU and then tap More > Set widget action.
3. On the Select default action screen, tap the new contact method you want for the contact.

Getting in touch with a contact
1. Press HOME  
, and then go to the People widget.
2. Tap a contact’s photo (not the name) on the widget to dial the contact or send a message, depending on which default contact method has been set.

If you have not set a default contact method yet, the Select default action screen opens and lets you choose one.

💡 Tap the name of the contact to open the contact details screen for that contact.
Keyboard

Using the slideout keyboard

Open the slideout keyboard and type faster and more convenient with your fingers. The slideout keyboard also comes with special keys that let you quickly access menus and search your phone.

1. Hold your phone sideways, with the front panel buttons to your right.
2. Push the screen panel up with your thumbs to reveal the slideout keyboard.
3. Open an application or select a text field, and use the slideout keyboard to enter your text.

When the slideout keyboard is open, the display stays in landscape mode and you will not be able to use the onscreen keyboard.
4. Press the letter keys to enter text. Press the following keys to enter uppercase letters, numbers, special characters, or symbols:

- **Shift key (👇)**
  - Press once to capitalize the next letter you select.
  - Press twice to lock the key and type a series of uppercase letters (this works just like the Caps Lock key on your computer keyboard). The cursor changes when you lock the shift key.
  - To unlock, press the shift key once again.

- **Function key (FN)**
  - Press once to type the character shown beside the letter or punctuation keys. For example, if you need to type the dollar sign ($), press , and then press the D key (FN, D).
  - Press twice to lock the key and type a series of numbers and characters. The cursor changes when you lock the function key.
  - To unlock, press the function key once again.

5. Press these keys to perform other actions:

- **Menu key (menu)**
  - Instead of pressing the MENU button, press the menu key to open the available menu options for the current screen.

- **Search key (🔍)**
  - Instead of pressing the SEARCH button, press the search key to open the search box and then type what you want to search. Press the Enter key to begin the search.

6. Use the navigation key to the right of the slideout keyboard to move the cursor.
Using the onscreen keyboard

When you open an application or tap a field that requires text or numbers, the onscreen keyboard becomes available.

After entering your text, you can tap  
 or press  
 to close the onscreen keyboard.

Selecting a keyboard layout

You can choose from three different keyboard layouts to suit your typing style.

1. Press HOME  > MENU, and then tap Settings > Language & keyboard > Touch Input.
2. Tap Keyboard types, and then select the keyboard layout that you want to use.

Choose one from the following:

<table>
<thead>
<tr>
<th>Keyboard Type</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>QWERTY</td>
<td>This layout is similar to a desktop computer keyboard. This is the default keyboard layout.</td>
</tr>
<tr>
<td>Phone Keypad</td>
<td>This layout resembles the traditional mobile phone keypad.</td>
</tr>
<tr>
<td>Compact QWERTY</td>
<td>This layout features two letters on each key. The key size is slightly bigger than on the Full QWERTY layout.</td>
</tr>
</tbody>
</table>
Entering text
Use the following keys while entering text using the onscreen keyboard:

Press and hold keys with gray characters at the top to enter numbers, symbols, or accented letters. The gray character displayed on the key is the character that will be inserted when you press and hold that key. Some keys have multiple characters or accents associated with them.

This is the Shift key. Tap to enter an uppercase letter. The next letter you type will be uppercase. Tap twice to turn on caps lock.

Tap to switch to the numeric and symbol keyboard.

This is the Enter key. Tap to create a new line.

This is the Backspace key. Tap to delete the previous character.

Tap to hide the onscreen keyboard.

- Tap to change the keyboard language.
- Press and hold to activate voice input. When prompted, speak clearly into the microphone to enter you text onscreen.

Tap to toggle between Multitap and XT9 predictive modes when using the Compact QWERTY or Phone keypad layout. For more information, see “Entering words with predictive text” below.
Enabling multiple keyboard languages

If there are multiple keyboard languages available on your phone, you can choose which languages to enable in the onscreen keyboard so that you can switch to these languages and use them to enter text.

1. Press HOME > MENU, and then tap Settings > Language & keyboard > Touch Input.
2. Tap International keyboard.
3. Choose the languages you want.

Available languages depend on the region where you purchased the phone.

Changing to the landscape onscreen keyboard

When entering text, you can choose to use the landscape orientation of the onscreen keyboard. Turn the phone sideways to use a larger keyboard that lets you type easily using your thumbs.

- The Auto-rotate screen check box in HOME > MENU > Settings > Display needs to be selected for the screen orientation to automatically change.
- The landscape orientation keyboard is not supported in all applications.
Using predictive text input

Both the slideout keyboard and onscreen keyboard provide predictive text input to help you type quickly and accurately. Word suggestions are displayed as you type.

Turning predictive text input on or off for the slideout keyboard
Predictive text input is disabled by default for the slideout keyboard. To turn it on or off:

1. Press HOME > MENU, and then tap Settings > Language & keyboard > Touch Input > Text input.
2. Under Hardware QWERTY, select or clear the Prediction check box.

Turning predictive text input on or off for the onscreen keyboard
Predictive text input is enabled by default for the onscreen keyboard. You can turn it on or off anytime.

1. Press HOME > MENU, and then tap Settings > Language & keyboard > Touch Input > Text input.
2. Under QWERTY, select or clear the Prediction check box.
Entering words with predictive text input
To enter a word in predictive mode, do any of the following:

- If you see the word you want highlighted in green or orange, you can simply tap the space bar to insert the word into your text.
- If you see the word you want shown in the suggestions before you have finished typing the entire word, tap the word to insert it into your text.
- If an arrow is shown to the right of the suggestion list, tap the arrow to see more suggestions.

Adding a word to the predictive text dictionary
Your phone comes with a list of words that it references for predictive text suggestions. While entering text using the QWERTY keyboard layout, if you tap any word on the suggestion list, it is automatically added to the predictive text dictionary if it was not in the dictionary already.

You can also add a word to the list manually:

1. Press HOME > MENU, and then tap Settings > Language & keyboard > Touch Input.
2. Tap Personal dictionary.
3. Tap Add new.
4. Enter the word to add, and then tap OK.

Editing or deleting a word in the user dictionary
You can edit or remove words that you previously added to the predictive text dictionary.

1. Press HOME > MENU, and then tap Settings > Language & keyboard > Touch Input.
2. Tap Personal dictionary.
   - To edit a word, tap the word itself.
   - To delete a word, press MENU and tap Delete. Then choose the words to remove and tap OK.

**Entering text with voice input**

You can use the phone’s microphone to input text vocally.

1. On the onscreen keyboard, press and hold 🎤.
2. When prompted, say what you want clearly into the microphone.

**Setting the voice input language**

1. Press HOME 🏠 > MENU, and then tap Settings > Voice input & output > Voice recognizer settings.
2. Tap Language, and then choose the language you want.

⚠️ Available languages depend on the voice input languages supported by Google.
Customizing text input settings

To access text input settings, press HOME > MENU, and then tap Settings > Language & keyboard > Touch Input > Text input. You can customize the following settings:

**QWERTY / Hardware QWERTY**

**Prediction**
Select to enable the word prediction feature which provides a list of possible words that reflect the characters of the keys you have tapped as well as characters of nearby keys.

**Spell correction**
Select to correct typographical errors by selecting from a list of possible words that reflect the characters of the keys you have pressed as well as characters of nearby keys.

**Phone keypad & compact QWERTY**

**Spell correction**
Select to correct typographical errors by selecting from a list of possible words that reflect the characters of the keys you have tapped as well as characters of nearby keys.

**Word completion**
When using the Compact QWERTY or Phone keypad, lets you select from a list of possible combinations based on the characters that appear on the keys that you tapped.
Other settings

Sound feedback
Select to hear a clicking sound whenever you tap a key on the onscreen keyboard.

Vibrate when typing
Select to enable vibration feedback whenever you tap a key on the onscreen keyboard.

Finger touch precision

Calibration tool
Tap to re-calibrate the onscreen keyboard touch accuracy. Re-calibrate the onscreen keyboard if you feel that the keyboard keys are not responding accurately to your taps.

Reset calibration
Tap to reset the calibration back to factory default.
About Messages

Keep in touch with important people in your life. Use the Messages application to compose and send text (SMS) and multimedia messages (MMS).

To open the Messages application, press HOME 🏡, and then tap > Messages. The All messages screen opens, where all your sent and received messages are neatly grouped into conversations, by contact name or phone number.

- Scroll up or down the list of conversations by swiping your finger on the screen.
- Tap a contact name or number to view the exchange of messages.
Sending text and multimedia

Send short text messages (SMS) and multimedia messages (MMS) to other mobile phones. If you exceed the limit on the number of characters for a single text message, your text message will be delivered as one but will be billed as more than one message. These are called concatenated messages.

Multimedia messages can contain text and a picture, a recorded voice, an audio or video file, a picture slideshow, contact card (vCard), or appointment (vCalendar).

The Messages application automatically converts a text message into a multimedia message when you enter an email address in the To field, add a message subject, attach an item, or compose a very long message.

Sending a text message

1. Press HOME  and then tap > Messages.
2. On the All messages screen, tap New message.
3. Fill in one or more recipients. You can:

   - Enter phone numbers directly in the To field. If you’re sending the message to several phone numbers, separate the phone numbers with a comma. As you enter information, any matching phone numbers from your contacts list are displayed. Tap a match to enter that number or address directly.

   - Tap the icon, and then select the phone numbers of the contacts to whom you want to send the message. You can also select contact groups as recipients. When you have selected all the message recipients, tap Done.
4. Tap the text box that contains the text “Tap to add text”, and then enter your message.

5. When done, tap to send the text message.

Sending a multimedia (MMS) message
1. Press HOME, and then tap > Messages.
2. On the All messages screen, tap New message.
3. Fill in one or more recipients. You can:
   - Enter phone numbers or email addresses directly in the To field. If you’re sending the message to several recipients, separate the phone numbers or email addresses with a comma. As you enter information, any matching phone numbers or addresses from your contacts list are displayed. Tap a match to enter that number or address directly.
   - Tap the icon, and then select the contacts to whom you want to send the message. You can also select contact
groups as recipients. When you have selected all the message recipients, tap Done.

💡 You can add a subject line by pressing MENU and then tapping Add subject.

4. Tap the text box that contains the text “Tap to add text”, and then enter your message.

💡 Press and hold 📺 to enter the message by speaking into the microphone.

5. Press MENU > Attach and select from the following file attachments:
   - **Picture.** Select Camera to take a photo and attach it, or Pictures to attach a photo from your storage card.
   - **Video.** Select Camcorder to capture a video and attach it, or Videos to attach a video from your storage card.
   - **Audio.** Select Voice Recorder to make a voice recording and attach it, or Music & sounds to attach a music file or voice recording from your storage card.
   - **App recommendation.** Share an application that you have downloaded from the Android Market.
   - **Location.** You can attach location information. Send your current location (requires GPS to be turned on), a location stored in Footprints, or a location you pick on a map. For more information about GPS, maps, and Footprints, see the Maps and location chapter.
   - **Contact (vCard).** Select a contact from your phone, and then select which contact information you want to attach.
   - **Appointment (vCalendar).** Select the calendar event you want to attach.
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- **Slideshow.** Opens the Edit slideshow screen. Tap **Add slide** to create a new slide. Tap the created slide (for example, Slide 1), tap **Insert picture**, and then select the picture you want to add to the slide. You can also navigate to the text box and enter a caption for the picture. When finished, tap **Done** to attach the slideshow to your message.

![Edit slideshow screen](image1)

- When editing multiple slides, tap \( \downarrow \) to edit the next slide or tap \( \uparrow \) to return to the previous slide.

- While editing the slideshow, press MENU to let you preview the slideshow, add music or video to a slide, remove a slide, and more.

7. When you have finished composing the multimedia message, tap \( \) .
Saving and resuming a draft message
While composing a text or multimedia message, press BACK to automatically save your message as a draft. To resume composing the message:

1. On the All messages screen, press MENU, and then tap Drafts.
2. Tap the message to resume editing it.
3. When you finish editing the message, tap .

New message notifications
Depending on your notification settings, the phone will play a sound, vibrate, or display the message briefly in the status bar when you receive a new text or multimedia message. To change the notification for new text and multimedia messages, see “Setting text and multimedia message options” later in this chapter.

A new message icon also appears in the notifications area of the status bar to notify you of a new text or multimedia message. The Messages application icon (if shown on the Home screen) also displays the number of new messages.
To open the message, press and hold the status bar, and then slide the status bar down to open the Notifications panel. Tap the new message to open and read it. For information on reading and replying to messages see “Managing message conversations” in this chapter.

### WAP push messages

WAP push messages contain a web link. Often, the link will be to download a file that you have requested from your service provider, for example a ringtone.

When you receive a WAP push message, a notification icon is displayed in the status bar.

**Opening the link contained in a WAP push message**

1. Press and hold the status bar, and then slide the status bar down to open the Notifications panel.
2. Tap the new message.
3. Tap Visit website.

**Viewing all your WAP push messages**

1. Press HOME, and then tap > Messages.
2. Press MENU, and then tap Push messages.
Managing message conversations

Text and multimedia messages that are sent to and received from a contact (or a number) are grouped into conversations in the All messages screen. Threaded conversations let you see the exchanged messages with a contact.

Reading a text message
Do one of the following:

- On the All messages screen, tap a contact name or phone number to view the exchange of messages.
- If you have a new message notification, slide the status bar down to open the Notifications panel. Tap the new message to open and read it.

To return to the All messages screen from an opened conversation, press \[ \textarrow \]. Or press MENU and then tap All messages.

- To view the details of a particular message, press and hold that message to open the options menu, and then tap View message details.
- If a message contains a link to a web page, tap the link to open it in the web browser.
- If a message contains a phone number, tap the phone number to dial the number or add it to your contacts.

Viewing a multimedia message

1. Press HOME \[ \texthome \], and then tap \[ \textappicon \] > Messages.
2. On the All messages screen, tap the name of the contact or phone number that sent you the multimedia message.
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3. Tap the attachment to open it.
   If the attachment is a vCard contact, it is imported to your Phone contacts list. For information about contacts, see the People chapter.
   If the attachment is a vCalendar file, you can choose the calendar where you want to save the event. For information on using Calendar, see the Calendar chapter.

4. To save the attachment to the storage card, press and hold the sender’s name or number, and then tap Save [attachment type] on the options menu.

   ▪ When Auto-retrieve in MMS settings is disabled, only the message header is downloaded. To download the entire message, tap the Download button at the right side of the message. For details, see “Setting text and multimedia message options” later in this chapter.
   ▪ If you are concerned about the size of your data downloads, check the multimedia message size before you download it.

Replying to a text or multimedia message

1. Press HOME  ➔, and then tap  ➔ Messages.

2. On the All messages screen, tap the name of the contact or phone number that sent you the message.

3. Tap the text box at the bottom of the screen, enter your reply message, and then tap Send.

   To reply to a text message with a multimedia message, open the text message, press MENU and then tap More > Add subject, or Attach. The text message is automatically converted into a multimedia message.
Protecting a message from deletion

You can lock a message so that it will not be deleted even if you delete the other messages in the conversation.

1. Press HOME  > Messages.
2. On the All messages screen, tap a contact name or phone number that sent the message.
3. Press and hold the message that you want to lock.
4. Tap Lock message on the options menu.

A lock icon is displayed at the right hand side of the message.

Deleting a conversation

1. Press HOME  > Messages.
2. On the All messages screen, press and hold the conversation you want to delete, and then tap Delete.
3. When prompted to confirm, tap OK.

Any locked messages in the thread will not be deleted unless you select the Delete locked messages check box.

Deleting several conversations

1. Press HOME  > Messages.
2. On the All messages screen, press MENU, and then tap Delete.
3. Select the conversations you want to delete.
4. Tap Delete. Any locked messages will not be deleted.
Deleting a single message
1. While viewing the exchange of messages with a contact or phone number, press and hold the message that you want to delete.

2. If the message is locked, tap Unlock message on the options menu, and then press and hold the message to display the options menu again.

3. Tap Delete message on the options menu.

4. When prompted to confirm, tap OK.

Viewing contact details and communicating with a contact
When you have received a message from someone in your stored contacts, you can tap the contact’s photo or icon in the conversation to open a menu of options. Depending on the stored contact information, you can view the contact details, phone or send an email message to the contact, and more.
Setting text and multimedia message options

Press HOME 🏡, and then tap 📲 > Messages. On the All messages screen, press MENU and then tap Settings to set the text or multimedia message options. You can set the following:

**SMS settings**

**Priority setting**
Set the message priority of SMS messages sent.

**MMS settings**

**Auto-retrieve**
Select this option to automatically retrieve all your MMS messages completely. When selected, the MMS message header plus the message body and attachments will automatically download to your phone. If you clear this check box, only the MMS message header will be retrieved and shown in your All messages screen.

**Priority setting**
Set the message priority of MMS messages sent.

**Maximum message size**
Set the maximum file size of an MMS message. The MMS message will not be sent out if it exceeds the file size set here.

**Connection settings**
This shows your MMS service provider’s settings.
Received messages

Received notification
Select this option if you want to receive a notification in the status bar when a new text or multimedia message arrives.

Play notification sound
If you want the phone to play a sound when a new message arrives, select this option.

Notification sound
Choose a sound to use that is specific to new text and multimedia messages.

Vibrate
Select this option if you want the phone to vibrate when a new text or multimedia message arrives.

Sent messages

Sent notification
Select this option if you want to receive a notification in the status bar when a message is sent successfully.

Failure notification
Select this option if you want to receive a notification in the status bar when a message is not sent successfully.
Play notification sound
If you want the phone to play a sound when a sent or failure notification is received, select this option.

Notification sound
Select a sound that is specific to sent or failure notifications.

Vibrate
Select this option if you want the phone to vibrate when your text or multimedia message is sent.

Display message on screen
Choose when you want the phone to display a notification message.

Adding the Messages widget
Add the Messages widget to be able to read your messages right on the Home screen. To learn how to add widgets, see “Adding a widget to your Home screen” in the Personalizing chapter.
Accounts and sync

Synchronizing with online accounts

Your phone can sync information and receive updates from your Google™ and Microsoft® Exchange ActiveSync® accounts as well as popular online services such as Facebook®, Twitter™, and Flickr ™.

These are some of the types of information you can sync:

- Gmail and Exchange ActiveSync email.
- Google and Exchange ActiveSync contacts, as well as your Facebook friends’ contact information. For information on contacts, see the People chapter.
- Calendar events from your primary Google Account and from Exchange ActiveSync. For information on using Calendar, see the Calendar chapter.
- Status updates and links shared by your friends and yourself on social networks such as Facebook and Twitter. For details, see the Social chapter.
- Flickr and Facebook photo uploads. For information on viewing photos, see the Gallery chapter.
Adding a social network account
You can sync with your accounts on popular online services such as Facebook, Twitter, and Flickr.

1. Press HOME  > MENU, and then tap Settings > Accounts & sync.
2. Tap Add account, and then tap the account type you want to add.
3. Follow the onscreen instructions to enter the account information.

When you have finished, the account is added to the list on the Accounts & sync screen. Depending on how you configured the account, the new information may start synchronizing with your phone.

Synchronizing with a Google Account
Signing in to your Google Account lets you synchronize Gmail and your Google contacts and calendars between your phone and the web. You also need to sign in to a Google Account to use Google applications such as Google Talk™ and Android Market.

You can add more than one Google Account on your phone. However, subsequent Google Accounts can only synchronize Gmail and contacts. Other Google services use the first Google Account you added.

1. Press HOME  > MENU, and then tap Settings > Accounts & sync.
2. Tap Add account > Google.
3. Follow the onscreen instructions to sign in to an account or create a new account.
Synchronizing with a Microsoft Exchange ActiveSync account
You can only add one Microsoft Exchange ActiveSync account on your phone. You can sync with Microsoft Exchange Server 2003 Service Pack 2 (SP2) or later.

1. Press HOME > MENU, and then tap Settings > Accounts & sync.

2. Tap Add account > Exchange ActiveSync.

3. Enter the Exchange ActiveSync account details, and then tap Next.

   Your corporate Exchange Server must support auto-detect for the phone to automatically set up the Exchange ActiveSync account. If your corporate Exchange Server does not support auto-detect, you will need to enter your Exchange Server settings after you tap Next. Ask your Exchange Server administrator for details.

4. Select the types of information you want to synchronize, and then tap Finish setup.

Managing your accounts

Changing general sync settings
1. Press HOME > MENU, and then tap Settings > Accounts & sync.

2. Select or clear the following:
   - Background data. If this is selected, applications can send and receive online account information even if you are not currently using them.
- **Auto-sync.** If this is selected, applications can use the sync schedule defined in the account settings. If this is cleared, you will need to sync accounts manually. For instructions on doing this, see “Synchronizing an account manually”.

**Changing account settings**
You can change settings such as the sync frequency and the types of information synchronized, the kinds of notification you receive, and the way that account information is displayed.

1. Press HOME 🏡 > MENU, and then tap Settings > Accounts & sync.
2. Tap the account that you want to edit.
3. Edit the account settings.

**Synchronizing an account manually**
1. Press HOME 🏡 > MENU, and then tap Settings > Accounts & sync.
2. Tap the account that you want to sync.
3. Tap Sync now.

**Removing an account**
You can remove an account to delete it and all information associated with it from your phone, for example messages, contacts, or settings. Removing an account does not delete information from the online service itself.

You cannot remove some accounts, such as the first Google Account you signed into on the phone, except by deleting all personal information from your phone with a hard reset. For instructions on doing this, see “Performing a hard/factory reset” in the Update and reset chapter.
1. Press HOME 🏡 > MENU, and then tap Settings > Accounts & sync.
2. Tap the account that you want to remove.
3. Tap Remove account, and then confirm that you want to remove the account.

Synchronizing with your computer

You have your new vacation photos on your phone while your business calendar is on your computer. Why not make these types of files and information available on both devices? With HTC Sync™, you can:

- **Sync** your contacts between your Microsoft® Outlook®, Outlook® Express or Windows Contacts on your computer and your phone.
- **Sync** your calendar events between the Outlook or Windows Calendar on your computer and your phone.
- **Bring** your photos, videos, documents, songs, and playlists to your phone and enjoy them on the go.
- **Easily** import your captured photos and videos from your phone to your computer.
- **Sync** bookmarks inside the “HTC Bookmark” favorites folder on your computer and all bookmarks stored on your phone’s web browser.
- **Install** third-party mobile phone applications (not downloaded from Android Market) from your computer.

💡 You need a microSD card inserted into your phone to be able to sync multimedia files and documents.
Installing HTC Sync that came with the microSD card
Make sure the microSD card is inserted on your phone. Copy the HTC Sync installer from the microSD card to your computer and use it to install.

- The HTC Sync version in the microSD card that came with your phone can be installed on a computer running Windows 7, Windows Vista, or Windows XP.
- HTC Sync requires USB 2.0 on your computer to connect and sync with your phone.
- For trouble-free installation, first quit all running programs and temporarily exit from your anti-virus program before you start installing HTC Sync.

1. Connect your phone to your computer using the USB cable that came with your phone.
2. When the Connect to PC screen appears on your phone. Tap Disk drive and then tap Done.

Why don’t I see the Connect to PC screen on my phone? Check your default USB connection type in Settings > Connect to PC. You can select the Ask me check box to always show the Connect to PC dialog box everytime you connect the phone to the computer.

3. After you’ve selected disk drive mode on your phone, your computer will treat your phone as a removable disk (just like any USB drive). Open this removable disk so you can see what’s inside the microSD card.
4. Copy HTCSync.exe to your computer.
5. After copying, unmount the removable disk (that is, the connected phone) as required by your computer’s operating system to safely remove your phone.
6. On your computer, double-click HTCSync.exe and follow the onscreen instructions to install HTC Sync.

After installing HTC Sync, the HTC Sync icon is added to your computer’s system tray (check the bottom-right side of your computer screen). You can double-click this icon to open HTC Sync.

**Setting up HTC Sync to recognize your phone**

After installing, set up HTC Sync to recognize your phone.

1. Connect your phone to your computer using the supplied USB cable.

2. On your phone’s Connect to PC screen, tap HTC Sync, and then tap **Done**.
   On your computer, wait for HTC Sync to recognize your phone.

3. When the Device setup screen opens, enter a name for your phone, and then click **Save**. The Device panel then opens.
• From the category list on the left, select a category to check or customize its sync options.
• Click **Overview** to see your phone’s basic software information and storage card usage, change the phone name, or install third-party applications to your phone.
• Click **Sync now** to start synchronizing the categories and options you’ve selected.

### Setting the Music sync options
Bring the music tracks and songs you play on your computer to your phone. If you have playlists created in iTunes® or Windows Media® Player, you can sync these too and enjoy them on the go.

You can sync music in these formats: .aac, .amr, .m4a, .mid, .midi, .mp3, .wav, .wma

1. On the Device panel, click **Music**, and then click the **On** button. Turning Music sync on means you want this category included every time you sync your computer and phone.
2. Select **Sync music files from**, and then click **Add**.
3. Choose the folder that contains your audio files, and then click **OK**. All supported audio files added to this folder will also be copied to your phone’s storage card during synchronization.
4. Select **Sync music files from iTunes and Windows Media Player** if you’re using any of these apps on your computer. Then, choose one of the following:
   • **All** songs and playlists. Choose to sync all songs and playlists from iTunes and Windows Media Player.
   • **Selected** playlists. Choose to select only your favorite playlist titles.
Setting the Gallery sync options
You can choose to automatically copy your phone camera shots to your computer. At the same time, when you select a folder from your computer, the photos and videos stored in it are also synchronized on your phone’s storage card.

💡 You can sync photos and videos in these formats:
Photos: .bmp, .gif, .jpeg, .jpg, .png
Videos: .3gp, .3g2, .mp4, .wmv

1. On the Device panel, click Gallery, and then click the On button. Turning Gallery sync on means you want this category included every time you sync your computer and phone.

2. To automatically import your camera shots to your computer during synchronization, select Copy device Camera Shots to PC. Photos and videos from your storage card will be saved to the \My Photos\Device Camera Shots folder on your computer.

3. Select Sync PC photos & videos from, and then click Add.

4. Choose the folder that contains your multimedia files, and then click OK.
   All supported image and video files added to this folder will also be copied to your phone’s storage card during synchronization.

Setting Calendar sync options
Your phone can sync appointments and events with your calendar in Outlook (Outlook XP, Outlook 2003 or Outlook 2007) or Windows Calendar (for Windows Vista).

1. On the Device panel, click Calendar, and then click the On button.
   Turning Calendar sync on means you want this category included every time you sync your computer and phone.
2. Select the application you want to sync calendar events with.

3. Choose the number of days of calendar events to sync. You can choose **One week ago**, **Two weeks ago**, or **One month ago**.

4. In cases when conflicting information are found on both the phone and computer, choose which information you want to keep.

You can only sync the following calendar event details: Event name, Event date, Start time, End time, Event location, Description, Reminder, and Repetition.

---

### Setting People sync options

Sync your phone contacts with your Outlook (Outlook XP, Outlook 2003 or Outlook 2007), Outlook Express, or Windows Contacts (for Windows Vista). If you have contacts to sync from your SIM card, you have to import these first to your phone storage.

1. On the Device panel, click **People**, and then click the **On** button. Turning People sync on means you want this category included every time you sync your computer and phone.

2. Choose the application you want to sync your contacts with.

3. In cases when conflicting information are found on both the phone and computer, choose which information you want to keep.

Only the contact fields supported on your phone will be synchronized.
Setting Bookmarks sync options
Sync the bookmarks inside the “HTC Bookmark” favorites folder in your computer’s web browser with the bookmarks stored on your phone’s web browser.

1. On the Device panel, click Bookmarks, and then click the On button.
   Turning Bookmarks sync on means you want this category included every time you sync your computer and phone.
2. Choose the web browser that stores the bookmarks to sync with your phone.

- Only the web page title and URL information are synchronized.
- If you are using Firefox® and have selected it to sync with your phone, make sure to close all Firefox browser windows before you begin synchronization.
- When conflicting information are found on both the phone and computer, HTC Sync keeps the information from your computer.

Setting Documents sync options
You can sync files and documents from your computer to your phone. Make sure that your phone has the app needed to open or view such files and documents.

Usually, your phone can open and view these file types: Microsoft Office 2003 and 2007 Word (.doc), Excel (.xls), and PowerPoint (.ppt), PDF files (.pdf), Text files (.txt).

You can also sync email attachments that you stored on your phone’s storage card to your computer.
To sync email attachments stored on your phone’s storage card to your computer, you must set up an Exchange ActiveSync or POP3/IMAP email account on your phone using Mail. For more information on how to do this, see the Email chapter.

1. On the Device panel, click *Documents*, and then click the *On* button.
   Turning Documents sync on means you want this category included every time you sync your computer and phone.

2. To sync email attachments that you’ve stored on your phone’s storage card, select *Copy all download Mail documents to PC.*
   When you sync the phone with your computer, email attachments will be saved to the \My Documents\Device documents\ folder on your computer.

3. To sync files and documents from your computer to your phone’s storage card, select *Sync PC documents from*, and then click *Add.*

4. Choose a folder that contains the files you want to sync with your phone, and then click *OK.*
   When you sync the phone with your computer, the files and documents from your computer will be saved to the \My Documents\Documents\ folder on your phone’s storage card.
Synchronizing your phone
After selecting and customizing the categories you want to sync, click the Sync now button.

After synchronization is complete, click Disconnect and safely remove your phone as required by your computer’s operating system. The next time you connect your phone to your computer, synchronization automatically begins based on your sync options.

Always check the estimated file size of new items that you want to synchronize with your phone.
You will see a warning icon beside the estimated storage usage bar when there isn’t enough space left on your storage card.

Installing apps from your computer to your phone
If you have applications (.apk files) on your computer, you can use HTC Sync to install them to your phone. We strongly recommend that you install only applications that you trust.

Before you begin, make sure that your phone is set to allow applications from your computer to be installed to your phone. To do this, press MENU from the Home screen, tap Settings > Applications, and then select the Unknown sources check box.

1. Connect your phone to the computer with the supplied USB cable.
2. On the Connect to PC screen in your phone, tap HTC Sync and then tap Done.
   HTC Sync automatically starts on your computer.
4. Locate the application on your computer, and then click Open.
5. Click Done. The installation process starts on your phone.
6. Check your phone’s screen to see if there are additional instructions to complete the installation.

7. After installation is complete, you can click **Disconnect** and safely remove your phone as required by your computer’s operating system.

**Synchronizing another phone with your computer**

HTC Sync can synchronize up to three phones with your computer, making your favorite music, videos, photos, and files always available to you.

Make sure that all the phones you connect with your computer and synchronize using HTC Sync are running on Android 2.1 or later.

1. Connect the other phone to your computer using the supplied USB cable.

2. On the phone’s Connect to PC screen, tap **HTC Sync**, and then tap **Done**.

3. On your computer, wait for HTC Sync to recognize the other phone. When the Device setup screen opens, enter a name for the phone, and then click **Save**.

4. You can separately customize your sync settings for this phone. To switch between the connected phones, click **Devices** on the top left corner of the Device panel, and then click the phone’s name or image.
Facebook for HTC Sense and Facebook for Android application

Facebook for HTC Sense
View your Facebook® updates in supported applications on the phone. By signing in to Facebook for HTC Sense, your Facebook contacts and their contact details are downloaded to People, you can browse through Facebook photo albums in Gallery, and read Facebook status updates in Friend Stream. To learn how to sign in to Facebook for HTC Sense, see the Accounts and sync chapter.
Facebook for Android application

The Facebook application on your phone lets you keep up and stay close with your friends in Facebook. It offers most of the features that you are familiar with when using Facebook on your computer.

💡 If you have more than one Facebook account, you can sign in to the Facebook application using your other Facebook account.

Using the Facebook application

1. Press HOME 🏠, and then tap 📡 > Facebook.
2. If this is your first time to use Facebook, follow the onscreen instructions to sign in to your Facebook account.
3. On the News Feed screen, press MENU, and then tap Home to access the other functions.

- While on the Facebook home screen, press MENU, and then tap Settings to set refresh and notification options.
- On some Facebook screens, you can press and hold an item to open an options menu.

With the Facebook application, you can:

- Share your thoughts and check other people’s status updates.
- View your friends list and write on someone’s wall.
- Comment on a friend’s post.
- View someone’s personal information, including photo albums.
- Check your Facebook notifications.
- Take a photo and upload it straight to your Facebook account.
Adding the Facebook widget
Add the Facebook widget to the Home screen to let you quickly share your thoughts and view your friends’ status updates.

The widget will only link to the Facebook account that you logged into on the Facebook application.

1. Press HOME  and then tap  > Widget.
2. Tap Facebook.
3. Drag the widget to a blank space on the Home screen, and then release.

Differences between Facebook for HTC Sense and Facebook for Android application

- Facebook for HTC Sense is not a standalone application. It is integrated into People, Friend Stream, and Gallery to give you up-to-date information about your Facebook contacts (their status updates and new photos) in these applications.

- The Facebook for Android application is a standalone application. Use this application to do most of the things that you would do when you’re using your computer’s web browser to access your Facebook account, such as adding a friend and adding captions to photos you upload.

- The two do not share the same login credentials. Signing in to Facebook for HTC Sense does not sign you in to the Facebook application and vice versa. If you want to use the same Facebook account for both, you’ll have to sign in to both using the same login credentials.
Tweeting on your phone

Peep is a Twitter™ client that lets you enjoy “tweeting” on your phone. Send out tweets, read and receive tweets from people, search for new Twitter users to follow, all from your phone.

1. Press HOME 🏡, and then tap 📲 > Peep.
2. If you did not sign in to your Twitter account when you first turned on the phone, follow the onscreen instructions to sign in to your Twitter account.
3. Peep opens in the All tweets tab. Slide your finger on the bottom row to go to the tab you want.

Peep screen

[Image of Peep screen with numbered annotations]
1. Tap to view the Twitter user’s profile. This also shows you all tweets from this Twitter user.

2. Tap to enter a tweet to send out.

3. Press and hold to open the options menu to let you reply, send a direct message, retweet, add to favorite, and view the profile.

4. Shows all the tweets from people you follow and tweets that you have sent out.

5. Shows all tweets that mentions your username using the “@[your username]” convention.

6. Shows all private/direct messages that you have received or sent out.

7. Shows tweets that were marked as favorites.

Sending a tweet

1. Press HOME ☐, and then tap ☐ > Peep.

2. On the All tweets tab, tap the text field with the words “What’s happening?”.

3. Enter your tweet, and then tap Update. Before tapping Update, you can:
   • Tap ☐ to post a picture from Gallery or Camera to your default photo hosting site and add the link to the picture into the tweet.
   • Tap ☐ to insert your location into the tweet. You can choose to add a map link, insert your location name, or insert your position coordinates.
Searching for Twitter users to follow
1. Press HOME  > Peep.
2. While on the Peep screen, press the SEARCH button.
3. Tap the text field with the words “Search Twitter”, enter the search criteria, and then tap .
4. On the Search result screen, scroll through the list, and then tap the twitter user you want to follow.

The search results will also list down tweets that contain the search word.

5. Press MENU, and then tap Follow.

Unfollowing a Twitter user
1. Press HOME  > Peep.
2. On the All tweets tab, tap Twitter user you want to stop following.
3. Press MENU, and then tap Unfollow.

Sending a direct message
You can only send a direct message to someone who is following you.
1. Press HOME  > Peep.
2. Press MENU, and then tap New message.
3. Tap the To field, and then enter the name. As you enter characters, the names of the Twitter users that match the characters you enter will appear. Tap the name when you see it.
4. Enter your message, and then tap Update.
Setting Peep options
1. Press HOME  ➤  and then tap ➤  Peep.
2. Press MENU, and then tap More > Settings. You can set these options:

<table>
<thead>
<tr>
<th>Account settings</th>
<th>Sign out of your Twitter account.</th>
</tr>
</thead>
<tbody>
<tr>
<td>General settings</td>
<td>Choose whether to show the screen name or the real name of the people you follow.</td>
</tr>
<tr>
<td>Send &amp; receive</td>
<td>Set the frequency to check for new tweets and set the number of tweets to download.</td>
</tr>
<tr>
<td>Services</td>
<td>Set your photo hosting site, photo quality, location options, and URL shortening host.</td>
</tr>
<tr>
<td>Notification settings</td>
<td>Select when to be notified and how you want to be notified.</td>
</tr>
</tbody>
</table>

Adding the Twitter widget
Add the Twitter widget to let you send and follow your tweets right on the Home screen.

1. Press HOME  ➤  and then tap ➤  Widget > Twitter for HTC Sense.
2. Choose the widget style, and then tap Select.
3. Drag the widget to a blank space on the Home screen, and then release.
Using Friend Stream

Streamline your social network accounts through Friend Stream. Update your status simultaneously, view status updates, and look through photo updates from your Facebook, Twitter, and other social network accounts using Friend Stream.

1. Press HOME 🏡, and then tap 📌 > Friend Stream.

2. If you are not signed in to a social network account, press MENU, tap Settings > Accounts & sync, and then tap the account you want to sign in to.

3. Friend Stream opens in the All updates tab. Slide your finger on the bottom row to go to the tab you want.

Friend Stream screen
Only updates from accounts that you are signed in to will be shown. You can filter the updates that show in Friend Stream by pressing MENU, and then tapping Settings > Show updates.
1 Depending on the type, tap to open Peep, post a Facebook comment, look at the Flickr album, or open the link in the web browser.

2 Tap to enter and send a status update.

3 Shows all the messages from the social network accounts that you are signed in to.

4 Shows only status updates from Facebook and Twitter.

5 Shows only photo updates from Facebook and Flickr.

6 Shows only links posted on Facebook.

Updating your status

1. Press HOME †, and then tap ‡ > Friend Stream.

2. On the All updates tab, tap the text field with the words “What’s on your mind?”.

3. Tap , and then on the Update dialog box, select which accounts you want the status update to be posted. Tap Done.

   Only the accounts that you are signed in to will be shown on the dialog box.

4. Enter your status update, and then tap Share.

About the Friend Stream widget

Use the Friend Stream widget to update your status simultaneously and view status updates from your social network accounts right on the Home screen.

If this widget is not in your Home screen, you can easily add it by following the steps in “Adding a widget to your Home screen” in the Personalizing chapter.
Chatting in Google Talk

Google Talk is Google’s instant messaging program. It lets you communicate with other people that also use Google Talk. If you signed in to your Google Account when you first set up the phone, you are already signed in to Google Talk.

Starting a chat
1. Press HOME  and then tap > Talk.
2. Tap a friend in the Friends list.
3. Chat with your friend by entering text in the text box at the bottom of the screen.

💡 To insert a smiley, press MENU, and then tap More > Insert smiley. Tap a smiley to insert it into your message.

4. After entering your message, tap Send.

Accepting an invitation to chat
When a friend sends you a Google Talk message, you receive a notification. Their entry in the Friends list turns white and displays the message.

Do one of the following:
- In the Friends list, tap the friend who sent you the invitation to chat.
- Open the Notifications panel, and then tap the chat notification. See “Opening the Notifications panel” in the Basics chapter to learn how to open the Notifications panel.
Ending a chat
Do one of the following:

- In the Friends list, press and hold the friend you want to stop chatting with, and then in the menu that opens, tap End chat.
- While on a chat screen, press MENU, and then tap End chat.

Changing your online status and picture
1. In Google Talk’s Friends list, tap your name to open the Set Status screen.
2. Enter your new status message. Or press ✅ to choose a custom status from the list.
3. Tap the online status beside your picture, and then select the status you want on the menu.
4. Tap your picture, and then do one of the following:
   - Tap Remove to remove your photo.
   - Tap Change to select another picture on the storage card.
5. Tap Done.

Your online status, message, and picture appear in your contacts’ Friends list and in other apps where your Google Talk status are displayed.
Managing your Friends list

Adding a friend
You can invite anyone with a Google Account to become your friend in Google Talk, so you can chat with each other and view each others’ online status.

1. Press HOME  ➤ , and then tap > Talk.
2. In the Friends list, press MENU and then tap Add friend.
3. Enter the Google Talk instant messaging ID or Google email address of the friend you want to add.

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

1. Press HOME  ➤ , and then tap > Talk.
2. In the Friends list, tap Chat invitation.
3. Do one of the following:
   - Tap Accept in the menu that opens to accept the invitation.
   - Tap Cancel if you don’t want to chat with and share your Google Talk status with the sender.

Viewing the list of pending invitations to friends
1. Press HOME  ➤ , and then tap > Talk.
2. In the Friends list, press MENU, and then tap More > Invites. All the friends to whom you’ve extended invitations to become friends on Google Talk appear in the list until they accept or cancel your invitation.
3. Tap a pending invitation, and then tap Accept or Decline.
Viewing all friends or only those most popular with you
1. Press HOME 🏡, and then tap 📱 > Talk.
2. In the Friends list, press MENU, and then tap All friends. To switch back to just the friends with whom you chat most frequently, tap Most popular in the menu.

Making a friend popular
1. Press HOME 🏡, and then tap 📱 > Talk.
2. In the Friends list, press and hold a friend’s name.

💡 If you cannot see the friend, press MENU, and then tap All friends.
3. In the options menu, tap Always show friend.

Blocking a friend
You can block a friend from sending you messages. When blocked, your friend is also removed from your Friends list.
1. Press HOME 🏡, and then tap 📱 > Talk.
2. In the Friends list, press and hold the friend’s name you want to block.
3. In the options menu, tap Block friend. Your friend is removed from your friends list and is added to the blocked friends list.

💡 To unblock a friend, in the Friends list, press MENU and then tap Blocked. In the Blocked friends list, tap the name of the friend you want to unblock, and then tap OK when prompted.

Changing Google Talk settings
While in Google Talk’s Friends list, press MENU and then tap Settings to change the application and notification settings.
Email

Gmail

When you first turned on and set up your phone, make sure you sign into your Google Account to use Gmail. If you didn’t do so, go to the Accounts & sync setting to sign in.

You can also set up more than one Google Account on your phone, and then switch between accounts in Gmail. For more information, see “Synchronizing with a Google Account” in the Accounts and sync chapter.

Viewing your Gmail inbox
The Inbox conversations list is your default Gmail view. All your received email messages are delivered to your Inbox.

Gmail groups each message you send with all the responses you receive. This conversation list continues to grow as new replies arrive, so you can always see your messages in context. A new message or a change to the subject of a current message will begin a new conversation.

1. Press HOME _DISK, and then tap _DISK > Gmail.
2. To scroll through the conversation list, swipe your finger up/down on the screen.
1 Folder (or Label) and number of unread email messages.

2 Unread messages are displayed in bold.

3 Checked email. Select one or more emails to apply an action. Note: Batch operations needs to be enabled.

4 Actions for checked email(s). This will not show if there is no item selected in the inbox.

5 Starred message. Tap to add or remove the star. For more information, see “Starring a message” in this chapter.

6 Message label.

7 The Google Account you are currently viewing. To view another account, see “Switching to another Google Account”.

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Switching to another Google Account
If you have set up more than one Google Account on your phone, you can switch between accounts in Gmail. For more information on setting up Google Accounts, see “Synchronizing with a Google Account” in the Accounts and sync chapter.

1. While viewing the Inbox, deselect any checked email messages.
2. Press MENU, and then tap Accounts.
3. Tap the account to switch to.

Reading your messages
Depending on your notification settings, the phone plays a sound, vibrates, or displays the email message briefly in the status bar when you receive a new email. A new email message icon also appears on the notifications area of the status bar to notify you of a new email. For more information on email notification settings, refer to “Changing Gmail settings” later in this chapter.

For information on automatic email synchronization, see “Changing Gmail synchronization settings” in this chapter.

💡 To refresh your inbox manually, press MENU and then tap Refresh.

1. Do one of the following:
   - When you receive a new email notification, press and hold the status bar, and then slide your finger down on the screen to open the Notifications panel. Tap the new email to view it.
   - While in the Inbox, tap the unread email or the conversation with the unread email to view it.

2. To scroll through the messages in the conversation, swipe your finger up/down on the screen.
3. To manage the email message or conversation, do any of the following:
   - Tap **Archive** to remove the conversation from your Inbox while still keeping it stored in your Google Account.
   - Tap **Delete** to delete the conversation from your Google Account. If you delete the conversation accidentally, you can tap **Undo** in the yellow bar at the top of the screen to undelete it.
   - Tap the arrow buttons to see the previous or next conversation in your Inbox.
   - Press MENU to see more options.

**Replying to or forwarding an email message**

1. In the Gmail inbox, tap the email message you want to reply to or forward.
2. To reply to the sender, tap 🔵. Or, tap 🔵 and choose whether to **Reply all** or **Forward**.
3. Do one of the following:
   - If you selected **Reply** or **Reply all**, enter your reply message.
   - If you selected **Forward**, specify the message recipients.
4. Tap **Send**.

**Muting a conversation**

If you’re part of a long message conversation that isn’t relevant, you can ‘mute’ the conversation to keep all future additions out of your Inbox. While viewing the message thread, press MENU and then tap **Mute**.
Sending a message

1. Press HOME ⬆️, and then tap 📧 > Gmail.
2. In the Inbox, press MENU and then tap Compose.
3. Enter the message recipient’s email address in the To field. If you are sending the email to several recipients, separate the email addresses with a comma. You can add as many message recipients as you want. As you enter email addresses, any matching addresses from your contacts list are displayed. Tap a match to enter that address directly.

   If you want to send a carbon copy (Cc) or a blind carbon copy (Bcc) of the email to other recipients, press MENU and then tap Add Cc/Bcc.

4. Enter the email subject, and then compose your email.
5. If you want to add a picture attachment, press MENU and then tap Attach. Navigate to the picture you want to attach, and then tap the picture.
6. After composing your message, tap Send.

While composing the message, tap Save as draft or press BACK to save it as a draft. To view your draft email messages, in the Inbox, press MENU and then tap Go to labels > Drafts.
Adding a signature to your messages
You can add a signature to email messages that you send.

1. In the Inbox, press MENU and then tap More > Settings > Signature.

2. Enter your signature in the text box, and then tap OK.

💡 You can create a signature consisting of multiple lines of text. At the end of each line of text, tap ▼ on the onscreen keyboard to create another line.

Checking your sent messages
In the Inbox, press MENU and then tap Go to labels > Sent.

Getting help
To find out more about using Gmail, press MENU, and then tap More > Help. The web browser will take you to the Google Mobile Help site.
Use the Mail application to add your webmail and other POP3 or IMAP email accounts. You can also set up and use your Exchange ActiveSync email on your phone.

Adding a POP3/IMAP email account

1. Press HOME  > Mail.
2. Do one of the following:
   - If this is your first time to add an email account in Mail, tap Other (POP3/IMAP) on the Choose a mail provider screen.
   - If you have already added an email account in Mail, tap the area that shows the current email account (right below the status bar), and then tap New account. If the Choose a mail provider screen is displayed, tap Other (POP3/IMAP).
3. Enter the Email address and Password for the email account and then tap Next.
   If the account type you want to set up is not in the phone database, you will be asked to enter more details.
4. Enter the Account name and Your name and then tap Finish setup.
Viewing your email inbox

1. Press HOME 🏡, and then tap 📧 > Mail.
2. Tap a tab at the bottom of the screen to filter the inbox.

1. Tap to view a different email account or add a new email account.
2. Filter tabs. See “Inbox filter tabs” for details.
3. Marked (Exchange ActiveSync only)
4. Meeting invitation (Exchange ActiveSync only)
5. Number of unread email messages.
Inbox filter tabs

**Received**
Displays email messages as individual items.

**Conversations**
Displays messages as conversations, grouped according to the subject line. Tap a subject in the list to show the email conversation.

**Group**
Displays all email messages from a contact group. To choose which contact group to display, press MENU, tap View, and then select a group. For more information about contact groups, see “Contact groups” in the People chapter.

**Unread**
Displays unread messages.

**Marked (Exchange ActiveSync only)**
Displays all flagged messages.

**Meeting invitations (Exchange ActiveSync only)**
Displays meeting invitations which you have not yet accepted or declined.

**Attachments**
Displays all messages that have attachments.
Refreshing an email account
Whatever your automatic synchronization settings are, you can also synchronize your sent and received emails manually at any time. While in the account you want to synchronize, press MENU, and then tap Refresh.

Sorting email messages
1. On the email account Inbox, press MENU, and then tap Sort.
2. Select from the options to sort email messages by date received, priority, subject, sender, or size.

Deleting an email message
1. On the email account Inbox, press and hold the message you want to delete.
2. On the options menu, tap Delete.

Deleting multiple email messages
1. On the email account Inbox, press MENU and then tap Delete.
2. Select the messages you want to delete, and then tap Delete.

Composing and sending an email message
1. Press HOME 🏡, and then tap ✉️ > Mail.
2. On the email account Inbox, press MENU and then tap Compose.
3. Fill in one or more recipients. You can:
   • Enter email addresses directly in the To field. If you’re sending the email to several recipients, separate the email addresses with a comma. As you enter email addresses, any matching addresses from your contacts list are displayed. Tap a match to enter that address directly.
• Tap the ✉️ icon, and then select the contacts to whom you want to send the message. You can also select contact groups as recipients, or add contacts from the company directory if you have set up an Exchange ActiveSync account on your phone. When you have selected all the message recipients, tap **Done**.

💡 If you want to send a carbon copy (Cc) or a blind carbon copy (Bcc) of the email to other recipients, press MENU, and then tap **Show Cc/Bcc**.

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

5. To add an attachment, press MENU, tap **Add attachment**, and choose from the following options:

   • **Picture**. Select **Camera** to take a photo and attach it, or **Pictures** to attach a photo from your storage card.

   • **Video**. Select **Camcorder** to capture a video and attach it, or **Videos** to attach a video from your storage card.

   • **Audio**. Select **Voice Recorder** to make a voice recording and attach it, or **Files** to attach a music file or voice recording from your storage card.

   • **App recommendation**. Share an application that you have downloaded from the Android Market.

   • **Location**. You can attach location information. Send your current location (requires GPS to be turned on), a location stored in Footprints, or a location you pick on a map. For more information about GPS, maps, and Footprints, see the Maps and location chapter.

   • **Document**. Attach a PDF file or an Office document such as a text file or a spreadsheet.
6. Tap Send to send the message immediately, or tap Save as draft if you want to send it later.

To open a draft email, in the email account Inbox, press MENU, and then tap Folders > Drafts.

Setting the priority for your email message
1. While composing the message, press MENU.
2. Tap Set priority.
3. Select the priority for the message.

If you selected High or Low priority, the priority appears below the subject line of the message.

Exchange ActiveSync email
If you synchronize your phone with your work Exchange ActiveSync account, you can read, manage, and send email in the same easy way as with a POP3/IMAP account. However, you can also access some powerful Exchange features.

For information on setting up an Exchange ActiveSync account, see “Synchronizing with a Microsoft Exchange ActiveSync account” in the Accounts and sync chapter.

Setting out of the office status
You can set your Out of Office status and auto-reply message right from your phone.

1. Press HOME，and then tap > Mail.
2. Switch to the Exchange ActiveSync account.
3. Press MENU and then tap More > Out of the office.
4. Tap the field below I am currently, and then select Out of the office.
5. Set the dates and times for the period when you will be out of the office.
6. Enter the auto-reply message.
7. Tap Save.

Sending a meeting request

1. Press HOME  > Mail.
2. Switch to the Exchange ActiveSync account.
3. Press MENU and then tap More > New meeting invitation.
4. Enter the meeting details, and then tap Send.

Viewing and replying to an email message

1. Press HOME  > Mail.
2. On the email account Inbox, tap the email you want to view.
   For an Exchange ActiveSync account, you can mark an email. To mark an email, while viewing an email, tap the white flag on the upper-right corner of the screen. The flag turns red when you mark the message.
3. Tap Reply or Reply all to reply to the email.

💡 You can copy, look up, translate, or share text from an email message. For information on how to do this, see “Copying text, looking up information, and sharing” in the Internet chapter.
Editing email account settings

1. Press HOME  
   and then tap  > Mail.
2. Switch to the email account you want to edit.
3. Press MENU and then tap More > Settings.
4. Select from the following settings:

   **Account settings**
   Change the email account settings such as the name, email address, password, and description.

   **General settings**
   Set the font size when reading emails, enable, disable or set the signature, set the account as the default email account, and set where to save email attachments.

   **Send & receive**
   Set the maximum email file size limit when receiving and frequency to check for new emails and how many to check for. You can also set to have emails that you send bcc’d to yourself.

   **Notification settings**
   Set email notification settings.

   **Delete account**
   Tap to delete the email account.

5. Press BACK  to save your changes.
Deleting an email account

1. Press HOME 🏡, and then tap 📧 > Mail.
2. Switch to the email account you want to delete.
3. Press MENU, and then tap More > Settings > Delete account.

Adding the Mail widget
Add the Mail widget to let you view your POP3/IMAP or Exchange ActiveSync emails on the Home screen. To learn how to add widgets, refer to “Adding a widget to your Home screen” in the Personalizing chapter.
About Calendar

Use your phone’s Calendar to create and manage your events, meetings, and appointments. You can also set up your phone to stay in sync with the following types of calendars:

- On your phone, sign in to your Google Account so you’ll be able to sync your phone’s Calendar with your Google Calendar online. If you have not signed in to your Google Account yet, see the Accounts and sync chapter to find out how to sign in.

You can create multiple Google Calendars only in Google Calendar on the Web. After creating them in Google Calendar on the Web, you’ll be able to see them in the Calendar application on your phone.

For more information about creating and managing multiple Google Calendars, visit the Google website at the following URL: http://calendar.google.com.

- If you’re using Microsoft Outlook on your computer, you can set up HTC Sync on your computer to sync Outlook Calendar with your phone’s Calendar. See “Using HTC Sync” for details.

- If you have a Microsoft Exchange ActiveSync account and you have added it on your phone, you can sync your phone’s Calendar with your Exchange ActiveSync calendar events. See the Email and Accounts and sync chapters for details.
Creating a calendar event

You can create events that appear on your phone only, as well as events that sync with your Google Calendar, your computer’s Outlook Calendar, or Exchange ActiveSync calendar.

1. Press HOME ↪, then tap ☉, and then tap Calendar.
2. On any Calendar view, press MENU and then tap New event.
   - When you are in the Month or Agenda view, you can also tap + at the bottom-right of the screen to create a new event.
3. If you have more than one calendar, select a calendar in which to add the event:
   - Select My Calendar to create an event that will appear only on your phone.
   - Select your Google Account to create a Google Calendar event. If you have several Google Calendars on the Web, select one in which to add your event.
   - Select PC Sync to create an Outlook Calendar event to sync with your computer.
   - Select Exchange to create an Exchange ActiveSync calendar event.
4. Enter a name for the event.
5. To specify the date and time of the event, do one of the following:
   - If there is a time frame for the event, tap the From and To date and time to set them.
   - If it is a special occasion such as a birthday or a whole-day event, set the From and To date, then select the All day check box.
6. Enter the event location and description.
7. Set the reminder time.

💡 You can add another reminder time in a Google Calendar event. Press MENU and then tap Add reminder.

8. If the event occurs on a regular basis, tap the Repetition box and then choose how often the event occurs.
9. Scroll to the bottom of the screen and then tap Save.

**Inviting guests to your event (Google Account only)**

If you want to invite guests to your event, you need to create and add the event in your Google Calendar. An invitation email will be sent to your guests using your Google Account.

1. Open Calendar and create a new event. Tap the Calendar field and then select your Google Account (or one of your other Google Calendars). For the steps, see “Creating a calendar event”.
2. Add details about the event, such as date and time, location, and more.
3. In the Guests field, enter the email addresses of everyone you want to invite to the event. Separate multiple addresses with commas ( , ).

   If the people to whom you send invitations use Google Calendar, they’ll receive an invitation in Calendar and by email.
4. Tap Save to add the event to your Google Calendar.
Sending a meeting request using Calendar (Exchange ActiveSync only)

If you have an Exchange ActiveSync account set up on your phone, you can use Calendar to create a meeting appointment and send a meeting request email to the people you want to invite to your meeting.

1. Open Calendar and create a new event. Tap the Calendar field and then select Exchange. For the steps, see “Creating a calendar event”.
2. Add details about the meeting, such as date and time, location, and more.
3. Press MENU and then tap Meeting Invitation.
4. Tap 👥 and choose attendees from your contacts or Company Directory.
5. Enter your message and then tap Send.
6. Tap Save to add the meeting appointment to your Exchange ActiveSync Calendar.

Changing calendar views

When you open Calendar, it displays the Month view by default. You can also display the Calendar in Agenda, Day, or Week view. To change between calendar views, press MENU, and then choose the type of view that you want.
Month view
In Month view, you’ll see markers on days that have events.

When in Month view:
- Tap  on the bottom left of the screen to switch to Agenda view. Tap  on the bottom right to create a new event.
- Tap a day to view the events of that day.
- Press and hold a day to open an options menu from which you can also choose to create an event or switch to either Day or Agenda view.
- Slide your finger up or down the screen to view earlier or later months.
Day and Agenda views
Day view displays a list of the events of one day and also shows weather information at the bottom of the screen when you’re viewing events of the current day. Agenda view shows a list of all your events in chronological order.

The color bars on the left side of the events indicate the type of calendar in which the event is part of. To find out what each color represents, press MENU and then tap More > Calendars.

When in Day view, slide left or right across the screen to view earlier or later days.

- In Day view, the weather information appears only if the event is within the five-day forecast of the Weather application.
- Weather information does not appear in Day view when you change Day view to display as a time list. See “Changing Calendar settings” for details.
Week view
Week view displays a chart of the events of one week.

When in Week view:

- You can press and hold on a time slot to create a new event at that time.
- Tap an event to view its details.
- Slide left or right across the screen to view earlier or later weeks.

💡 In a crowded Week view, it may be easier to select an event by using the optical joystick. Then press the optical joystick to view details about the selected event.
Viewing, editing or deleting an event

You can view, edit, or delete events you created. You can also view event invitations that other people sent to you.

Viewing and editing an event

1. Press HOME  , then tap , and then tap Calendar.

2. In Month view, tap the day when the event takes place, and then tap the event to open it.
   The Event details screen then opens and shows the summary of the event.

3. When viewing the event summary, you can do the following:
   - Find the event’s location in Maps.
   - If it’s a Google Calendar or Exchange ActiveSync calendar event, check the participants of the event.
   - Change the reminder time.
   - If it’s a Google Calendar event, respond whether you’ll attend the event.
   - Press the BACK button on your phone to save changes you made on the Event details screen.

4. To edit more details about the event, press MENU while you’re on the Event details screen and then tap Edit event.

5. Make your changes to the event.

6. When you’re done editing, scroll down to the bottom of the screen and then tap Save.
Deleting an event
There are a number of ways to delete an event.

- While viewing the summary of an event on the Event details screen, press MENU and then tap **Delete event**.
- In Day, Agenda or Week view, press and hold an event and then tap **Delete event**.
- When editing an event, scroll down to the bottom of screen and then tap **Delete**.

If the event repeats, you’ll be asked whether you want to delete just that occurrence, this and all future occurrences, or all past and future occurrences in your Calendar.

Calendar event reminders

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

Viewing, dismissing, or snoozing event reminders

1. Tap the status bar, then slide your finger down the screen to open the Notifications panel.

2. Do one of the following:
   - Tap **Clear** to dismiss event reminders and all other notifications. Other types of notifications such as new messages and missed calls will also be deleted.
   - After sliding open the Notifications panel, tap the calendar event reminder. You’ll then see a list of all pending event
reminders. Tap **Snooze all** to snooze all event reminders for five minutes, or tap **Dismiss all** to dismiss all event reminders.

- Press **BACK** to keep the reminders pending in the notifications area of the status bar.

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**Displaying and synchronizing calendars**

You can select which calendars to show or hide on your phone’s Calendar, and which ones to keep synchronized.

**Showing or hiding calendars**

In any Calendar view, press **MENU**, tap **More > Calendars**, and then select or clear a calendar to show or hide it. Tap **All calendars** to display all calendars.

The calendars are kept synchronized on your phone, whether or not you hide them.

**Choosing which Google Calendars are synchronized on your phone**

You can choose which Google Calendars to keep synchronized on your phone or which ones to stop synchronizing.

**Stop synchronizing a Google Calendar**

1. In any Calendar view, press **MENU** and then tap **More > Calendars**.
2. Press **MENU** again and then tap **Remove calendars**.
3. Select a Google Calendar to remove from your calendars list, and then tap **OK**.
4. Press BACK ⬅️ to update Calendar with the new changes and return to the Calendar view you were viewing.

The calendars that you remove from your calendars list will no longer be synchronized on your phone, but you remain subscribed to them and can work with them in Google Calendar on the Web.

**Adding a Google Calendar to sync with**

Only the calendars that you’ve created or subscribed to on the Web, but previously removed from your calendars list, are shown in the list of calendars that you can add.

1. In any Calendar view, press MENU and then tap More > Calendars.
2. Press MENU again and then tap Add calendars.
3. Select a Google Calendar to add to your calendars list, and then tap OK.
4. Press BACK ⬅️ to update Calendar with the new changes and return to the Calendar view you were viewing.
Changing Calendar settings

You can change Calendar’s settings to specify how it displays events and how it notifies you of upcoming events. In any Calendar view, press MENU and then tap More > Settings to access Calendar’s settings.

Reminder settings
Choose how you want Calendar to issue event reminders when there are upcoming events.

All calendars
Select this check box to use the same event reminder settings for all types of calendars. If you clear this check box, you can set different reminder settings for each calendar.

Set alerts & notifications
Configure event reminders to open an alert, send you a notification, or turn off event notifications on your phone.

Default reminder time
Choose how soon before an event you want to be notified.

Select ringtone
Choose a ringtone to sound when you receive an event reminder.

Vibrate
Choose whether you want your phone to vibrate when you receive an event notification.
Hide declined events
Choose whether to show or hide events to which you’ve declined invitations.

Calendar view settings
Choose what appears in Calendar when opened and what’s shown in Day, Week, and Month views.

Start in
Choose the default Calendar view that is displayed when you open Calendar.

Day views
Choose whether to display Day view in the form of an event list or time list.

First day of week
Set the Month and Week views to start on a Sunday or Monday.

Include weather
Make sure this check box is selected so that weather information is shown in Day view’s event list.

City
By default, Day view displays your current location’s weather. You can change it to display the weather of another city.
Sending a vCalendar

You can send a calendar event as a vCalendar to someone’s phone or your computer using Bluetooth. You can also send it as a file attachment with your message.

1. Press HOME ⌨️, tap ☀️, and then tap Calendar.
2. In Month view, tap the day when the event takes place.
3. Press and hold the calendar event you want to send, and then tap Share vCalendar.
4. Choose whether to send the event using Bluetooth or send it by email.
5. If you chose to send using Bluetooth, in the next few steps, you’ll be asked to turn on Bluetooth on your phone and connect to the receiving Bluetooth device so the vCalendar can be sent. Follow the steps in “Sending information from your phone to another device” in the Bluetooth chapter.

If you chose to send by email, a new message window opens and automatically includes the vCalendar as an attachment. Your default email account that’s selected in the Mail application will be used to send. For more information about using the Mail application, see the Email chapter.

💡 You can also choose to send the vCalendar in a multimedia message. For more information about sending a multimedia message, see the Messages chapter.
About the Calendar widget

There’s a Calendar widget available that you can add to your Home screen, and it comes in different calendar views. Tapping a day or event on the widget brings you to the Calendar application.

To find out how you can add a widget, see “Personalizing your Home screen with widgets” in the Personalizing chapter.
About the HTC Clock widget

The HTC Clock widget that’s by default added on the Home screen shows your current date, time, and location. You can tap the weather image on this widget to open the Weather application and check for more weather forecasts. See “Checking weather” for details.

The HTC Clock widget comes in a variety of looks and designs. You can add another clock widget to the extended Home screen, if you want to have another clock that shows the time of another city. To find out how you can add a widget, see “Personalizing your Home screen with widgets” in the Personalizing chapter.
About the Clock application

The Clock application is more than just a regular date and time clock. It functions as a desk clock that shows the date, time, and weather information, and it can turn into a night clock or screensaver. It has a world clock that shows you the current time in several locations across the globe. There’s also an alarm clock, stopwatch, and countdown timer.

To open the Clock application:

- Press HOME and then tap the HTC Clock widget on the Home screen.
- You can also press HOME, tap , and then tap Clock.

Tap the tabs at the bottom row or slide your finger across the tabs to switch between the different functions of the Clock application.

<table>
<thead>
<tr>
<th></th>
<th>Desk Clock tab</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>World Clock tab</td>
</tr>
<tr>
<td>3</td>
<td>Alarm Clock tab</td>
</tr>
<tr>
<td>4</td>
<td>Stopwatch tab</td>
</tr>
<tr>
<td>5</td>
<td>Timer tab</td>
</tr>
</tbody>
</table>
Using Desk Clock

Opening the Clock application brings you directly to the Desk Clock screen.

The Desk Clock displays the current date, time, and weather, an alarm clock indicator, and a battery charging indicator. You can dim the screen to show only the time and date on the Desk Clock.

1. The alarm clock indicator shows whether the alarm clock is on or off. To find out how to turn on and set the alarm clock, see “Setting the alarm clock”.

2. Below the date and time, you’ll see the weather information of your current location. Tapping the weather information brings you to the Weather application where you can see weather forecasts of the next few days. See “Checking weather” for more information about the Weather application.
3. The battery charging indicator shows the battery charge level. You’ll see it only when your phone is plugged with the power adapter or connected to your computer.

4. Tap this button to dim the screen and display only the time and date on the Desk Clock. To light up the screen again, tap anywhere on the screen or press the BACK button on your phone.

5. Tap this button to dim the screen and go into screensaver mode. When in screensaver mode, the time and date will change position on the screen after every few minutes. To light up the screen again, tap anywhere on the screen or press the BACK button on your phone.

You can change the Desk Clock screen to display the date and time of another time zone. To find out how to select a different time zone, see “Setting the time zone, date, and time”.
Using World Clock

Use the Clock application’s World Clock screen to check the current time in several places around the globe simultaneously. You can also set your home city, add more cities to the world clock list, and manually set your time zone, date, and time.

Setting your home city

1. Press HOME and then tap the HTC Clock widget on the Home screen.
2. Tap the World Clock tab.
3. Press MENU and then tap Home settings.
4. Enter your home city’s name. As you enter letters, the list is filtered to show matching cities and countries.
5. Scroll through the list and tap your home city.
Setting the time zone, date, and time
To set the time zone, date, and time on your phone manually, you need to turn off auto time synchronization first.

1. Press HOME  and then tap the HTC Clock widget on the Home screen.
2. Tap the World Clock tab.
3. Press MENU and then tap Local time settings to open the Date & time settings screen.
4. Clear the Automatic check box.
5. Tap Select time zone. Scroll through the list and then tap the time zone that you want.
6. To change the date, tap Set date. Adjust the date by rolling the day, month, and year scroll wheels onscreen and then tap OK.
7. To change the time, tap Set time. Adjust the time by rolling the hour and minute scroll wheels onscreen and then tap OK.
8. Tap the Use 24-hour format check box to toggle between using a 12-hour or a 24-hour time format.
9. Tap Select date format then select how you want dates to be displayed. (The selected date format also applies to the date displayed in the alarm clock.)

💡 You can also press HOME  > MENU and then tap Settings > Date & time to open the Date & time settings screen.
Adding a city to the World Clock screen
Add more cities to the World Clock screen so you can instantly check the date and time in these cities. In addition to the current and home cities, the World Clock screen can display up to 15 cities.

1. Press HOME  and then tap the HTC Clock widget on the Home screen.
2. Tap the World Clock tab.
3. Tap Add city. Enter the city name you want to add. As you enter letters, the list is filtered to show matching cities and countries.
4. Scroll through the matching list and tap the city that you want to add.

Setting the alarm clock
You can use the Clock application’s Alarms screen to set up one or more wake-up alarms.
Setting an alarm
1. Press HOME  and then tap the HTC Clock widget on the Home screen.
2. Tap the Alarms tab.
3. Select the check box of an alarm, and then tap that alarm.
4. On the Set alarm screen, drag your finger up or down to roll the time scroll wheels and set the alarm time.
5. Scroll through the Set alarms screen to see all the available alarm options. You can:
   - Enter the alarm Description and choose the Alarm sound to use.
   - Tap Repeat. Select what days of the week to sound the alarm and then tap OK.
   - Select the Vibrate check box if you want your phone to also vibrate when the alarm goes off.
6. When you’ve finished setting the alarm, tap Done.
   - To turn off an alarm, tap to clear the check box of the alarm.
   - If you need to set more than three alarms, press MENU while you’re on the Alarms screen and then tap Add alarm.

Deleting an alarm
1. Press HOME  and then tap the HTC Clock widget on the Home screen.
2. Tap the Alarms tab.
3. On the Alarms screen, press MENU and then tap Delete.
4. Select the alarms you want to delete and then tap Delete.
Changing alarm sound settings

If you’ve set one or more alarms, you can change their settings such as the alarm volume, how long to snooze the alarm, and more.

1. Press HOME and then tap the HTC Clock widget on the Home screen.

2. Tap the Alarms tab.

3. On the Alarms screen, press MENU and then tap Settings. You can change the following settings:

Alarm in silent mode
This option is selected by default, which allows the alarm to sound even when your phone’s volume is set to silent mode. Clear this check box if you want to silence the alarm when the volume is in silent mode.

Alarm volume
Set the volume level that you want for the alarm.

Snooze duration
Set how long to snooze between alarms.

Side button behavior
Choose what happens to the alarm when pressing the side button (VOLUME UP/DOWN) of your phone. You can set the button to snooze, dismiss the alarm, or disable the button.

The side button works only when the phone’s screen is not locked. While on the lock screen, tap the onscreen Snooze button to snooze, or slide down the screen to dismiss the alarm.
Checking weather

If you consented to turn location service on when you were setting up your phone for the first time, you’ll see the weather of your current location right on the HTC Clock widget of your Home screen.

You can also use the Weather application to check the current weather and weather forecasts for the next four days of the week. In addition to your current location’s weather, this application also displays the weather forecasts of other cities around the globe.

If you declined to turn location service on during first-time setup of your phone, turn location service on in your phone’s settings so that you’ll be able to check your current location’s weather on the HTC Clock widget, Weather application, and the Weather widget. Press HOME  > MENU, tap Settings > Location, and then select the Use wireless networks check box.

1. Connect to the Internet using your phone’s Wi-Fi or data connection. To find out how, see the Internet chapter.
2. Press HOME  , tap , and then tap Weather.
3. On the Weather screen, you’ll first see your current location’s weather. To check the weather in other cities, swipe your finger up or down the screen.
4. The Weather application automatically downloads and displays the latest weather updates. You can also download the most recent weather anytime by tapping ⌚.

5. To see more weather details on the Web, tap **Weather** at the bottom center of the Weather screen.

**Adding a city to the Weather screen**

Add more cities to the Weather screen so you can instantly check the weather forecasts in these cities. In addition to your current location, the Weather screen can display up to 15 cities.

1. Press HOME ⏪, tap 📅, and then tap **Weather**.

2. On the Weather screen, tap 📅.

3. Enter the location you want to add on the text field. As you enter text, the list is filtered to show the possible locations based on the letters you entered.

4. Tap the desired city to select it.
Changing the order of cities on the Weather screen
1. Press HOME .house, tap .weather, and then tap Weather.
2. On the Weather screen, press MENU and then tap Rearrange.
3. Press and hold the end of the item you want to move. When the row is highlighted in green, drag it to its new position, then release.
4. Tap Done.

Deleting cities from the Weather screen
1. Press HOME .house, tap .weather, and then tap Weather.
2. On the Weather screen, press MENU and then tap Delete.
3. Select the cities you want to remove and then tap Delete.

Changing weather options
1. Press HOME .house, tap .weather, and then tap Weather.
2. On the Weather screen, press MENU and then tap Settings.
3. You can change the following weather settings:
   - Select or clear the Update automatically check box, depending on whether you want your phone to automatically download weather updates.
   - To set an auto update schedule, tap Update schedule and choose a schedule.
   - Tap Temperature scale to choose whether to display weather in Celsius or Fahrenheit.
About the Weather widget

Use the Weather widget to instantly check weather forecasts of your current location and other cities without having to open the Weather application.

The Weather widget comes in different looks and styles. You can add this widget to the Home screen, if it’s not yet added. To find out how you can add a widget, see “Personalizing your Home screen with widgets” in the Personalizing chapter.
Ways of connecting to the Internet

Your phone’s networking capabilities allow you to wirelessly access the Internet or your corporate network through one of the following connections:

- Wi-Fi
- 4G
- Data connection
- Virtual Private Networks or VPN

Wi-Fi

Wi-Fi provides wireless Internet access over distances of up to 300 feet (100 meters). To use Wi-Fi on your phone, you need access to a wireless access point or “hotspot”.

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

Turning Wi-Fi on and connecting to a wireless network

1. Press HOME 🏡 > MENU, and then tap Settings > Wireless & networks.

2. Select the Wi-Fi check box to turn Wi-Fi on. The phone will scan for available wireless networks.
3. Tap **Wi-Fi settings**. The network names and security settings of detected Wi-Fi networks are displayed in the Wi-Fi networks section.

4. Tap a Wi-Fi network to connect. If you selected an open network, you will be automatically connected to the network. If you selected a network that is secured with WEP, enter the key and then tap **Connect**.

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

When your phone is connected to a wireless network, the Wi-Fi icon 📡 appears in the status bar and tells you the approximate signal strength (number of bands that light up). If Network notification in Wi-Fi settings is enabled, this icon 📡 appears in the status bar whenever the phone detects an available wireless network within range.

The next time your phone connects to a previously accessed secured wireless network, you will not be prompted to enter the key or other security information again, unless you reset your phone to its factory default settings.

**Connecting to a Wi-Fi network with EAP-TLS security**

You may need to install a network certificate (.p12) to your phone before you can connect to a Wi-Fi network with EAP-TLS authentication protocol.

1. Save the certificate file to the root folder of the storage card.
2. Press HOME 🏡 > MENU, and then tap **Settings > Security**.
3. Tap **Install from SD card**.
4. Select the network certificate needed to connect to the EAP-TLS network.

5. Follow the steps in the previous section to connect to the Wi-Fi network.

Checking the wireless network status

1. Press HOME > MENU and then tap Settings > Wireless & networks.

2. On the Wireless & networks screen, tap Wi-Fi settings, and then tap the wireless network that the phone is currently connected to. A message box is then displayed showing the Wi-Fi network name, status, speed, signal strength, and more.

If you want to remove the wireless network settings on your phone, tap Forget on this window. You need to enter the settings again if you want to connect to this wireless network.

Connecting to another Wi-Fi network

1. On the Wireless & networks screen, tap Wi-Fi settings. Detected Wi-Fi networks are displayed in the Wi-Fi networks section. To manually scan for available Wi-Fi networks, on the Wi-Fi settings screen, press MENU and then tap Scan.
2. Tap another Wi-Fi network to connect to it.

If the wireless network you want to connect to is not in the list of detected networks, scroll down the screen, then tap Add Wi-Fi network. Enter the wireless network settings, and then tap Save.

Using the Wi-Fi widget
Quickly turn the Wi-Fi connection on or off by just tapping the Wi-Fi widget on the Home screen.
If you don’t see the Wi-Fi widget on your Home screen, see “Personalizing your Home screen with widgets” in the Personalizing chapter to find out how to add a widget.

4G
Your phone can provide wireless Internet access over greater distances than Wi-Fi and delivers even faster data transfer rates. To connect your phone to the Internet using 4G, you need to have a 4G data plan and network coverage from your mobile operator. Please contact your mobile operator to find out about 4G availability and rates.

4G availability and range depends on a number of factors including your distance to your mobile operator’s 4G base station, and infrastructure and other objects through which the signal passes.

Turning 4G on and connecting to a 4G network
1. Press 🏡 > MENU, and then tap Settings > Wireless & networks.
2. Scroll down the screen and select the 4G check box to turn the
4G connection on. Your phone will then scan for your mobile operator’s 4G network and will automatically connect to it.

When the 4G connection on your phone is turned on but your phone hasn’t connected to a 4G network yet, the 📡 icon appears in the status bar. When your phone has connected to your mobile operator’s 4G network, the 📡 appears in the status bar and tells you the approximate signal strength (number of bands displayed).

### Checking 4G network status

1. Press 🏠 > MENU, and then tap Settings > Wireless & networks.
2. Scroll down the screen and tap 4G settings.
   
   On the next screen, you’ll see the network provider name, signal strength, and IP address.

### Data connection

Settings for connecting to the 3G (EVDO) or 1xRTT data network are already preconfigured on your phone, and your phone is ready to connect to the network.

### Turning the data connection on or off

Turning your data connection off can help optimize your battery life. It can also save money on data charges. However, when your data connection is turned off, you may not always receive instant updates to your email, social network accounts, and other synchronized information.

1. Press HOME 🏡 > MENU and then tap Settings > Wireless & networks.
2. Select the Mobile network check box to turn the data connection
on; clear the check box to turn the data connection off.

When your phone is connected to the 3G network, you will see the icon on the status bar. The icon is displayed in the status bar when your phone is connected to the 1xRTT data network.

Enabling data roaming
Data roaming lets you connect to your mobile operator’s partner networks and access data services when you are out of your mobile operator’s coverage area.

1. Press HOME > MENU and then tap Settings > Wireless & networks.

2. Tap Mobile networks and then select the Data roaming check box.

Accessing data services while roaming may incur significant charges. Inquire about the data roaming tariffs with your mobile operator before enabling data roaming.

Using the Mobile Network widget
Quickly turn the 3G or 1xRTT connection on or off by just tapping the Mobile Network widget on the Home screen.

If you don’t see the Mobile Network widget on your Home screen, see “Personalizing your Home screen with widgets” in the Personalizing chapter to find out how to add a widget.
Connecting to a virtual private network (VPN)

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

Preparing your phone for VPN connection
Depending on the type of VPN you are using at work, you may be required to enter your login credentials and/or install security certificates before you can connect to your company’s local network. You can get this information from your network administrator. Also, your phone must first establish a Wi-Fi or data connection before you can initiate a VPN connection. For information about setting up and using these connections on your phone, see “Data connection” and “Wi-Fi” in this chapter.

Setting up secure credential storage
If your network administrator instructs you to download and install security certificates, you must first set up the phone’s secure credential storage.

1. Press HOME 🏡 > MENU, tap Settings > Security, and then tap Set password.
2. Enter a new password (at least 8 characters without any spaces) for the credential storage, scroll down and confirm the password, and then tap OK.
3. Select the Use secure credentials check box.

You can then download and install the certificates needed to access your local network. Your network administrator can tell you how to do this.
Adding a VPN connection
1. Press HOME  > MENU, and then tap Settings > Wireless & networks > VPN settings.
2. Tap Add VPN, and then tap the type of VPN you want to add.
3. Tap the VPN settings and set them up according to the security details you have obtained from your network administrator.
4. When finished, press MENU, and then tap Save.
The VPN is then added to the VPNs section of the VPN settings screen.

Connecting to a VPN
1. Press HOME  > MENU, and then tap Settings > Wireless & networks > VPN settings.
2. Under the VPNs section, tap the VPN you want to connect to.
3. When prompted, enter your log in credentials, and then tap Connect.
   When you are connected, the VPN connected icon 📱 appears in the notification area of the title bar.
4. Open the web browser to access resources such as intranet sites on your corporate network. See “Using your phone’s web browser” for more information.

Disconnecting from a VPN
1. Press and hold the title bar, and then slide down your finger to open the Notifications panel.
2. Tap the VPN connection to return to the VPN settings screen, and then tap the VPN connection to disconnect from it.
When your phone has disconnected from the VPN, the VPN disconnected icon 📱 is displayed in the notification area of the title bar.
Using your phone’s web browser

Open the web browser to start surfing the web. The browser is fully optimized and comes with advanced features that let you enjoy Internet browsing on your phone.

To open the web browser, press HOME  and then tap > Internet.

Going to a web page

1. On the browser screen, press MENU and then tap the URL field on top of the screen.

2. Enter the web page address using the keyboard. As you enter the address, matching web page addresses will appear on the screen. Tap an address to go directly to that web page or continue entering the web page address.

3. Tap the Enter key on the onscreen keyboard.
Setting your home page
1. Press HOME 🏡, and then tap 🌐 > Internet.
2. Press MENU, and then tap More > Settings > Set home page.
3. Select the home page you want to use.

Changing the screen orientation
The phone automatically changes the screen orientation depending on how you are holding your phone.

The Auto-rotate screen check box in HOME 🏡 > MENU > Settings > Display needs to be selected for the screen orientation to automatically change.

Browsing full versions of all web sites
Some web sites display a mobile version of their pages to phone web browsers. You can choose to view the full version of all pages, even for these sites.

1. Press HOME 🏡, and then tap 🌐 > Internet.
2. Press MENU, tap More > Settings, and then clear the Mobile view check box.

Navigating on a web page
Swipe your finger on the screen to navigate and view other areas of the web page.
Zooming in or out on a web page
Tap the screen twice quickly to zoom in, then tap the screen twice quickly again to zoom out.
You can also do the following:

- Use your thumb and index fingers to ‘spread’ the web page to zoom in.

- Use your thumb and index fingers to ‘pinch’ the web page to zoom out.
Selecting a link in a web page
You can tap a link with your finger to open it, or press and hold a link for more options.

<table>
<thead>
<tr>
<th>Link</th>
<th>What to do</th>
</tr>
</thead>
<tbody>
<tr>
<td>Web page address (URLs)</td>
<td>- Tap the link to open the web page.</td>
</tr>
<tr>
<td></td>
<td>- Press and hold the link to open a menu that allows you to open, bookmark,</td>
</tr>
<tr>
<td></td>
<td>copy to the clipboard, or share the link via email.</td>
</tr>
<tr>
<td>Email address</td>
<td>- Tap to send an email message to the email address.</td>
</tr>
<tr>
<td></td>
<td>- Press and hold, then tap Copy on the menu to copy the email address</td>
</tr>
<tr>
<td></td>
<td>to the clipboard. You can paste the email address later when creating a</td>
</tr>
<tr>
<td></td>
<td>new contact or sending a new email message.</td>
</tr>
</tbody>
</table>

The browser also recognizes some phone numbers and addresses that allow you to call the number or locate the address in Google Maps™. When you navigate to a recognized number or address, it is highlighted.

<table>
<thead>
<tr>
<th>Link</th>
<th>What to do</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location address</td>
<td>Tap the address to open Google Maps and locate the address.</td>
</tr>
<tr>
<td>Phone number</td>
<td>Tap to open the phone dialer to call the phone number.</td>
</tr>
</tbody>
</table>
Opening a new browser window
Open multiple browser windows to make it easier for you to switch from one web site to another. You can open up to 4 browser windows.

1. While viewing a web page, press MENU and then tap Windows.
2. Tap the “+” button.

A new browser window opens and goes to the home page that is set.

Switching between browser windows
1. While viewing a web page, press MENU and then tap Windows.
2. Select the browser window you want to view by sliding your finger on the screen from right to left.

Finding text within a web page
1. While viewing a web page, press MENU and then tap More > Find on page.
2. Enter the search item. As you enter characters, matching characters will be highlighted. Tap the left or right arrow to go to the previous or next matching item.
Downloading applications from the web
Before you can download applications from the web, you must first enable downloading from the phone settings.

1. Press HOME > MENU, and then tap Settings > Applications.
2. Select the Unknown sources check box.
3. When the Attention dialog box opens, tap OK.

All downloaded applications are saved to the storage card. Before you download an application from the web, make sure that you have installed a storage card on your phone. For information on how to install a storage card, refer to the Basics chapter.

Applications downloaded from the web can be from unknown sources. To protect your phone and personal data, download applications only from trusted sources such as Android Market. Refer to “Finding and installing apps from Android Market” in the More apps chapter for details.

Viewing your downloads
While viewing a web page, press MENU and then tap More > Downloads.

Copying text, looking up information, and sharing
You can select text and then:

• Copy it.
• Look it up on Wikipedia or Google Dictionary.
• Get a translation of the text from Google Translate.
• Share the text in a new email, text, or multimedia message or in your status update on a social network.
Selecting text

1. Press and hold on a word.

💡 To select text in a link, press and hold the link, and then tap Text selection.

2. Drag the start and end markers to highlight the surrounding text you want to select.

1  Tap to copy, search/translate, or share the text.

2  Start and end markers. Drag to increase or decrease the text selection area.

When you select a larger block of text, the appearance of the markers changes. You can drag these markers up or down to select multiple paragraphs of text.
Copying and pasting text
1. After you have selected the text you want to copy, tap 😊. The selected text is then copied to the clipboard.
2. In a text entry field (for example while composing a message), press and hold at the point where you want to paste the text.
3. Tap Paste.

Searching or translating text
1. After you have selected the text you want to search or translate, tap 🔍.
2. Tap one of the following tabs:
   - Wikipedia. Look for related information on Wikipedia, based on the text that you selected.
   - Google Translate. Translate the text to another language.
   - Google Dictionary. Look up the selected text in the dictionary.

Pasting text in a new message or social network status update
1. After you have selected the text you want to share, tap 😊.
2. Select an option to paste the selected text in a new email, text or multimedia message or in your status update on a social network such as Twitter. See the Email, Messages, and Social chapters for more information on using these features.

Viewing bookmarks and previously visited pages
You can store as many bookmarks as you want on your phone. You can also access a convenient History list of the sites you have visited, or quickly view the pages that you access most often.
Bookmark a web page
1. While viewing a web page, press MENU, and then tap Add bookmark. The Add bookmark screen opens.
2. Edit the bookmark name if needed, and then tap Add.

Opening a bookmark
1. Press HOME, and then tap Internet.
2. Press MENU, and then tap Bookmarks.
3. On the Bookmarks tab, navigate to the bookmark you want to open, and then tap it.

Editing a bookmark
1. Press HOME, and then tap Internet.
2. Press MENU, and then tap Bookmarks.
3. On the Bookmarks tab, press MENU and then tap Edit.
4. Tap the bookmark you want to edit.
5. Enter your changes, and then tap Edit.
6. Tap Done.

Viewing a previously visited page
1. Press HOME, and then tap Internet.
2. Press MENU, and then tap Bookmarks.
3. On the History tab, navigate to the page you want to view and then tap the page.

Clearing the list of previously visited pages
1. Press HOME, and then tap Internet.
2. Press MENU, and then tap Bookmarks.
3. On the History tab, press MENU, and then tap Clear history.
Viewing a page that you often visit
1. Press HOME 🏡, and then tap 🌐 > Internet.
2. Press MENU, and then tap Bookmarks.
3. On the Most visited tab ❤️, navigate to the page you want to view, and then tap the page.

Clearing the list of most visited pages
1. Press HOME 🏡, and then tap 🌐 > Internet.
2. Press MENU, and then tap Bookmarks.
3. On the Most visited tab ❤️, press MENU, and then tap Clear all.

Changing the view of bookmarks or most visited pages
1. Press HOME 🏡, and then tap 🌐 > Internet.
2. Press MENU, and then tap Bookmarks.
3. On the Bookmarks tab 📚 or the Most visited tab ❤️, press MENU, and then tap Thumbnails, List, or Grid to change the view. For example, if you are in Thumbnails view and you want to view bookmarks in a grid, press MENU > List, and then press MENU > Grid.

Setting browser options
Customize the web browser to suit your browsing lifestyle. Set display, privacy, and security options when using the web browser.
1. Press HOME 🏡, and then tap 🌐 > Internet.
2. Press MENU, and then tap More > Settings.
Using your phone as a modem (tethering)

Get online with your notebook or desktop computer at any time, using your phone’s data connection. For information on setting up and using the data connection, see “Data connection” earlier in this chapter.

You need to install HTC Sync before you can use your phone as a modem. Refer to “Using HTC Sync” in the Sync chapter for details.

1. Make sure your phone’s data connection is turned on. See “Turning the data connection on or off” earlier in this chapter to learn how to turn on the phone’s data connection.

2. Connect the phone to the computer using the provided USB cable.

3. On the Connect to PC screen, select USB tethering, and then tap Done.

When you are using your phone as a modem, the USB mass storage feature is disabled, and you are also not able to use HTC Sync.

Wi-Fi Hotspot

Use your phone as a wireless hotspot for up to five Wi-Fi enabled devices with the Wi-Fi Hotspot application.

1. Press HOME  and then tap  > Wi-Fi Hotspot.

2. The first time you open Wi-Fi Hotspot, a brief introduction describing the application is displayed. Tap OK.

3. Enter a Router name (SSID) to easily identify your phone’s Wi-Fi network, or use the default name.
SECURITY WARNING: Your phone allows you to create a Wi-Fi Hotspot wireless network, which may be accessible by unauthorized users. It is strongly recommended that you use a password to help protect your network.

4. Under Security, select the security protocol you want to use from the list, or select None to create an unsecured Wi-Fi hotspot.

5. Enter a WEP key to use to secure the Wi-Fi network, or use the provided default WEP key. The WEP key must be 10 digits long.

6. Select the Portable Wi-Fi Hotspot check box to enable your phone as a wireless router. The icon appears in the status bar and a screen displays instructions for connecting your computer. Follow the instructions to connect your computer or other device to your phone’s Wi-Fi hotspot.

You can also enable and configure the Portable Wi-Fi Hotspot in Settings. Press HOME > MENU, and then tap Settings > Wireless & networks. Tap Portable Wi-Fi Hotspot to enable or disable your phone as a Wi-Fi hotspot, or tap Portable Wi-Fi Hotspot settings to configure Wi-Fi hotspot settings.

Portable Wi-Fi Hotspot is subject to activation and additional service charges.
Bluetooth basics

Bluetooth is a short-range wireless communications technology that allows devices to exchange information over a distance of about eight meters without requiring a physical connection.

💡 Turn off Bluetooth when not in use to conserve battery power, or in places where using a wireless device is prohibited, such as on board an aircraft and in hospitals.

Bluetooth® Profiles Supported:
- Headset
- Handsfree
- Stereo
- Phonebook Access Profiles

Turning Bluetooth on or off

1. Press HOME 🏡 > MENU, and then tap Settings > Wireless & networks.

2. Select or clear the Bluetooth check box.

An even easier way to turn Bluetooth on or off is with the Bluetooth widget on the Home screen. For instructions on adding a widget to the Home screen, see “Adding a widget to your Home screen” in the Personalizing chapter.
Changing the phone name

The phone name identifies your phone to other devices.

1. Press HOME 🏡 > MENU, and then tap **Settings > Wireless & networks**.
2. If the **Bluetooth** check box is not selected, select it to turn Bluetooth on.
3. Tap **Bluetooth settings > Device name**.
4. Enter the name for your phone in the dialog box, and then tap **OK**.

Connecting a Bluetooth headset or car kit

You can listen to music over a Bluetooth stereo headset, or have hands-free conversations using a compatible Bluetooth headset or car kit. It’s the same procedure to set up stereo audio and hands-free.

For you to listen to music with your headset or car kit, the headset or car kit must support the A2DP Bluetooth profile.

1. Press HOME 🏡 > MENU, and then tap **Settings > Wireless & networks > Bluetooth settings**.
2. If Bluetooth is not switched on, tap the **Bluetooth** check box to switch it on.
3. Make sure that the headset is discoverable, so that your phone can find the headset. Refer to the instructions that came with the headset to find out how to set it in discoverable mode.
4. Tap **Scan for devices**. Your phone will start to scan for Bluetooth devices within range.
5. When you see the name of your headset displayed in the Bluetooth devices section, tap the name. Your phone then automatically tries to pair with the headset.
6. If automatic pairing fails, enter the passcode supplied with your headset.

The pairing and connection status is displayed below the hands-free headset or car kit name in the Bluetooth devices section. When the Bluetooth headset or car kit is connected to your phone, the Bluetooth connected icon 📡 is displayed in the status bar. Depending on the type of headset or car kit you have connected, you can then start using the headset or car kit to listen to music and/or make and receive phone calls.

**Reconnecting a headset or car kit**

When you have paired a headset with your phone, you should be able to reconnect it automatically by turning on Bluetooth on your phone, and then turning on the headset. However, sometimes you will need to reconnect manually, for example if you have been using your headset with another Bluetooth device.

1. Press HOME 🏠 > MENU, and then tap **Settings > Wireless & networks > Bluetooth settings**.

2. If Bluetooth is not switched on, tap the **Bluetooth** check box to switch it on.

3. Make sure that the headset is discoverable.

4. Tap the headset’s name in the Bluetooth devices section.

5. If prompted to enter a passcode, try 0000 or 1234, or consult the headset/car kit documentation to find the passcode.

If you still cannot reconnect to the headset or car kit, follow the instructions in “Unpairing from a Bluetooth device” in this chapter, and then follow the instructions under “Connecting a Bluetooth headset or car kit” above.
Disconnecting or unpairing from a Bluetooth device

Disconnecting a Bluetooth device
1. Press HOME 🏡 > MENU, and then tap Settings > Wireless & networks > Bluetooth settings.
2. In the Bluetooth devices section, press and hold the device to disconnect.
3. Tap Disconnect.

Unpairing from a Bluetooth device
You can make your phone forget its pairing connection with another Bluetooth device. To connect to the other device again, you may need to enter or confirm a passcode again.
1. Press HOME 🏡 > MENU, and then tap Settings > Wireless & networks > Bluetooth settings.
2. In the Bluetooth devices section, press and hold the device to unpair.
3. Tap Disconnect & unpair.

Sending and receiving information using Bluetooth

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

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

- Images and videos
- Calendar events
- Contacts
- Audio files (only unprotected files can be sent)

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

2. On the phone, open the application that contains the information or file you want to send. For example, if you want to transfer a photo, press HOME 🏡, and then tap 📷 > Gallery.

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

   - **Photo or video** (in Camera). After capturing a photo, on the preview screen, tap the Share button 🎥, and then tap Bluetooth.

   - **Photos and videos** (in Gallery). On the Albums tab 📡, tap an album. Tap the Share button 🎥, tap Bluetooth, select the items you want to share, and then tap Next.

   - **Calendar event**. In the Calendar’s Day view, Agenda view, or Week view, press and hold the event, and then tap Share vCalendar > Bluetooth.

   - **Contact**. On the People screen’s All tab 📞, press and hold the contact, and then tap Send contact as vCard. Tap the down arrow icon, and then select Bluetooth from the displayed list. Then tap Send.
• **Music track.** With the track displayed on the Now playing screen, press MENU, and then tap **Share > Bluetooth.**

• **Voice recording.** On the main Voice Recorder screen, tap the **Share** button, and then tap **Bluetooth.**

4. If you are prompted to turn on Bluetooth, tap **Turn on.**

5. Tap **Scan for devices.**

6. Tap the name of the receiving device.

7. If prompted, accept the connection on the receiving device, and enter the same passcode on both your phone and the other device, or confirm the auto-generated passcode.

8. On the receiving device, accept the file.

The location where the information is saved depends on the type of information and the receiving device:

• If you send a calendar event or contact, it is normally added directly to the corresponding application on the receiving device. For example, if you send a calendar event to a compatible phone, the event is shown in that phone’s calendar application.

• If you send another file type to a Windows computer, it is normally saved in the Bluetooth Exchange folder within your personal document folders. Refer to your Windows computer operating system’s documentation for more information.

• If you send a file to another device, the saved location may depend on the file type. For example, if you send an image file to another mobile phone, it may be saved in a folder named “Images”.
Receiving information from another device

Your device is capable of receiving a wide variety of file types with Bluetooth, including photos, music tracks, and documents such as PDFs. To receive files from another device, you need to have an SD card installed in your phone.

1. Press HOME > MENU, and then tap Settings > Wireless & networks > Bluetooth settings.
2. If Bluetooth is not switched on, tap the Bluetooth check box to switch it on.
3. Tap the Discoverable check box.
4. On the sending device, send one or more files to your phone. Refer to the device’s documentation for instructions on sending information over Bluetooth.
5. If prompted, enter the same passcode on both your phone and the other device, or confirm the auto-generated passcode. A Bluetooth authorization request is displayed on your phone.
6. If you want to automatically receive files from the sending device in future, select the Always check box.
7. Tap Accept.
8. When your phone receives a file transfer request notification, slide down the notifications panel, and then tap Accept.
9. When a file is transferred, a notification is displayed. To open the file immediately, slide down the notifications panel, and then tap the relevant notification.
When you open a received file, what happens next depends on the file type:

- Media files and documents are usually opened directly in a compatible application. For example, if you open a music track, it starts playing in the Music application.

- For a vCalendar file, select the calendar where you want to save the event, and then tap Import. The vCalendar is added to your Calendar events. For information on using Calendar, see the Calendar chapter.

- For a vCard contact file, if there are multiple vCard files on your storage card, you can choose to import one, several, or all of those contacts to your contacts list.

Adding the Bluetooth received folder to the Home screen
You can add a folder to the Home screen that shows all files you have received with Bluetooth.

1. Press HOME  and then tap  .
2. On the Add to Home screen, tap Folder > Bluetooth received.
3. Press and hold the Bluetooth received folder icon, and drag it to the Home screen position you want.

To view the folder contents, tap the folder icon. To open a file, tap the file name.
Camera basics

Whether traveling for business or fun, enjoy taking photos and videos of your trip and encounters with your phone’s camera.

* Be sure to plug in your microSD card before you use your phone’s camera. Photos and videos captured with the camera will be stored onto your microSD card.

  If you have not yet inserted your microSD card to your phone, follow the steps in “Inserting or removing the storage card” in the Basics chapter to insert it.

  - To open the camera in photo mode and take photos, press HOME and then tap Camera.
  - To open the camera directly in video mode so you can immediately start capturing videos, press HOME, tap , and then tap Camcorder.

Viewfinder screen

When in photo mode, the Viewfinder automatically rotates to match the direction you’re holding your phone. This lets you easily capture photos in portrait or landscape orientation.

When in video mode, the Viewfinder displays in landscape view only.
You’ll find the following controls on the Viewfinder screen:

1. **Auto-focus indicator**
   Whenever you point the camera at a different subject or location, the screen shows the auto-focus indicator at the center as the camera automatically focuses on the center of the screen. When you tap another area on the screen, the indicator will move to where you tapped and the camera will automatically focus on that area.

2. **Menu tab**
   Tap to open the menu panel and change camera settings. See “Changing camera settings” for details.

3. **View button**
   Tap to open the Gallery application so you can browse through and view the photos and videos in your storage card. See the Gallery chapter for details.

4. **Shutter release button**
   Tap to take a photo or to record video.
5  Zoom button
Tap to display or hide the onscreen zoom bar.
See “Zooming” for details.

6  Flash button
Tap to switch between the different camera flash modes.

Zooming
Before taking a photo or video, you can first use the onscreen zoom bar to zoom in or out of your subject.

1. To display the onscreen zoom bar, tap the Zoom button 📷. You can also slide your finger up or down the Viewfinder screen.
While the zoom bar is shown on the Viewfinder screen, you will also see the remaining photo shots or remaining video recording duration on the upper-right side of the screen.

2. You can do the following:
   - To slowly zoom in or out, slide your finger up or down the Viewfinder screen. You can also drag your finger across the zoom bar.
   - Tap 📷 to zoom in to the highest magnification.
• Tap 😷 to zoom out to the actual size.

3. After you’re done, wait for a few seconds for the zoom bar to automatically disappear from the screen. You can also tap the Zoom button again or tap the Viewfinder screen to hide it.

Taking a photo

1. Press HOME 🏡 and then tap Camera.
2. Before taking the photo, you can zoom in first on your subject. See “Zooming” to find out how to use the onscreen zoom bar.
3. On the Viewfinder screen, tap the Flash button repeatedly to select a camera flash mode depending on your lighting conditions:
   - Auto flash
   - Flash on
   - Flash off
4. Frame your subject on the Viewfinder screen.
5. Let the camera auto focus on the center of the screen, or you can touch another area on the screen that you want to focus on.
6. Tap 📸 to take the photo.
7. Choose what you want to do with the photo you’ve just taken. See “After capturing“ for details.
Face detection

When you’re auto focusing the phone’s camera to take photos of people, the camera can automatically recognize faces and adjust the focus.

Capturing a video

1. Press HOME , tap 📹, and then tap Camcorder.
2. Before capturing video, you can zoom in first on your subject. See “Zooming” to find out how to use the onscreen zoom bar.
3. If your subject is dimly lit, tap the Flash button on the Viewfinder screen to turn on the camcorder flash.

💡 You can also turn the flash on or off while you are capturing a video.

4. Frame your subject on the screen.
5. Let the camera auto focus on the center of the screen, or you can touch another area on the screen that you want to focus on.
6. Tap 🎥 to start capturing video.
7. To stop capturing, tap ■.
8. Choose what you want to do with the video you’ve just captured. See “After capturing” for details.
Camera flash doesn’t turn on?
Using the flash eats up much battery power. To save battery power, the camera disables the flash (even when you have set the camera flash mode to Auto flash or Flash on) when one of the following occurs:

You have an incoming call
The flash will be disabled temporarily when you have an incoming call. After the call ends, you’ll be able to use the flash again.
If you have set the flash to Flash on, it turns back on after you answer and end the call.

Your phone’s battery level reaches 20% or lower
Recharge the battery so that the camera can have enough battery power to use the flash.

Cold weather may lower battery performance which affects the flash
To make sure the camera has enough battery life to power up the flash, keep your phone warm. When not in use, put the phone inside your jacket to keep it warm, and try to avoid sudden temperature changes that may affect battery performance.

Portable Wi-Fi Hotspot is turned on
The flash is disabled automatically when you use Portable Wi-Fi Hotspot to share your phone’s data connection. For more information, see “Portable Wi-Fi Hotspot” in the Internet chapter.
After capturing a photo or video, the Review screen will display the photo or the starting image of the video that you have just captured. You can tap the onscreen buttons to delete the photo or video, view it in the Gallery application, or share it.

- **Back**
  Return to the Viewfinder screen.

- **Delete**
  Delete the captured photo or video.

- **Share**
  Send the captured photo or video to another phone or your computer using Bluetooth, send it by email, or select a social network where you want to upload it to.

- **View**
  Open and use the Gallery application to view the captured photo or video, rotate your captured photo, and more. See the Gallery chapter for details.
Camera settings

Open the menu panel to change basic camera settings and access more camera settings. You can also switch between photo and video modes from the menu panel.

Changing basic settings

1. On the Viewfinder screen, tap to open the menu panel.
2. To change basic camera settings, tap one of these icons in the menu panel:

   🌞 Exposure
   There’s a Brightness bar that allows you to adjust the brightness level. Slide your finger up or down the Brightness bar to increase or decrease brightness.

   🌒 Image properties
   Slide your finger across each of the slider bars to adjust the contrast, saturation, and sharpness.
Effect
You can apply a special effect to photos and videos that you will capture. Scroll through the Effect menu and choose from effects such as sepia, solarize, posterize, and more.

Changing advanced settings

1. On the Viewfinder screen, tap to open the menu panel.
2. Tap in the menu panel to display the Settings menu and access more camera settings. The following are settings that you can change from the Settings menu:

White balance
White balance enables the camera to capture colors more accurately by adjusting to your current lighting environment. White balance settings include: Auto, Incandescent, Fluorescent, Daylight, and Cloudy.

ISO (photo mode only)
You can choose an ISO level or set it back to Auto. Higher ISO numbers are better for taking pictures in low light conditions.

Resolution
Select a photo or video resolution to use for capturing.

Widescreen (photo mode only)
When this check box is selected (default), photo resolutions available for selection are in 5:3 ratio and you can use the entire Viewfinder screen to frame your subject. When not selected, photo resolutions available for selection are in standard 4:3 ratio.
Quality (photo mode only)
Select the quality level to use for capturing photos.

Self-timer (photo mode only)
If you need to take a self-portrait or group photo, you can set the self-timer to either 2 or 10 seconds.

Geo-tag photos (photo mode only)
Select this check box when you want to store GPS location in your captured photos.

Recording length (video mode only)
Set the maximum duration or file size for capturing video.

Record with audio (video mode only)
Select or clear the check box, depending on whether you want to record audio when capturing videos.

Metering mode
Set how the camera measures the amount of light to calculate the best exposure:

- **Spot metering** mode allows the camera to measure light around the focus point.
- **Center area** mode allows the camera to measure light in the center.
- **Average** mode allows the camera to measure light in the whole image.
Review duration
Set the time for a captured photo or video to be displayed on the Review screen before the camera changes back to the Viewfinder screen.

Flicker adjustment
When taking indoor shots under fluorescent lighting, keep this setting on Auto or change it to the proper frequency (50Hz or 60Hz) of the power in your country to reduce flicker.

Auto Focus
This option enables or disables centered auto focus. Auto focus is enabled by default.

Face detection
This option allows the camera to recognize faces and automatically adjust the focus. Face detection will be turned off if you disable Auto Focus.

Shutter sound
Select or clear this check box, depending on whether you want the camera to play a shutter sound when using the shutter release.

Time stamp (photo mode only)
Select this check box when you want the date and time to be added on captured photos.
Grid (photo mode only)
Select this check box when you want to display a grid on the Viewfinder screen so you can easily frame and center your subject before taking the photo.

Reset to default
Tap to change the camera back to default settings.
About the Gallery application

Using the Gallery application, you can view photos and watch videos that you’ve taken with your phone’s camera, downloaded, or copied onto your storage card. You can also take a look at your photos and your friends’ photos that are on your social networks (Facebook and Flickr only).

For photos that are in your storage card, you can do basic editing such as rotate and crop. You can also easily make a photo as your contact picture or wallpaper and share photos with your friends.

Selecting an album

To open the Gallery application, press HOME  and then tap Gallery.

The Gallery application opens in the Albums screen where your photos and videos are organized by albums for easy viewing.
The following are preset albums:

- **Camera shots** lets you view photos and videos that are stored in the camera’s folder.

- **Photos and videos** that you set as your favorites will be grouped under **My favorites**.

- **All photos** lets you view all photos that are stored in all the folders on the storage card.

- **All videos** lets you view all videos that are stored in all the folders on the storage card.

- **All downloads** lets you view photos and videos that you downloaded.

Folders in your storage card that contain photos and videos will also be treated as albums and will be listed below the preset albums. The actual folder names will be used as the album names.

Simply tap an album to view the photos and/or videos in that album.

If there are photos or videos under the root path of your storage card (that are not contained in folders), they will be grouped under the **Other** album.
Viewing photos and videos

After selecting an album from the Gallery application’s Albums screen, you can browse through the photos and videos of that album either in filmstrip or grid view. Tap a photo or video to view it in full screen.

Browsing in filmstrip or grid view

By default, photos and videos are presented in a horizontal filmstrip. Slide your finger left or right across the filmstrip to go through the photos and videos.

From the filmstrip view, press MENU and then tap Grid view to browse photos and videos by thumbnails. Slide your finger up or down to scroll through the thumbnails.
To change back to displaying photos and videos in a filmstrip, press MENU and then tap **Filmstrip view**.

- Whether you’re in filmstrip or grid view, you can press and hold on a photo or video to open a selection menu and choose what to do with the photo or video.
- If you want to select another album, tap to return to the Gallery application’s Albums screen.

**Viewing a photo in landscape orientation**

Turn your phone sideways to view the picture in landscape mode. The picture orientation automatically adjusts to how you hold the phone.

**Zooming in or out on a photo**

There are two ways you can zoom in or out of a photo:

- Tap the screen twice quickly to zoom in, then tap the screen twice quickly again to zoom out.
- You can also use pinch zooming. Press your thumb and index finger on the screen and then spread your fingers apart to zoom in. Pinch your fingers together to zoom out.
Watching video
The screen automatically switches to landscape mode when you play a video. Use the onscreen controls to play, pause, or stop the video.

The video is displayed in full screen size. You can tap to make it best fit on the screen based on the video size. Tap the button again to change back to full screen size.

Viewing photos in your social networks

Using Gallery, you can view your photos and your friends’ photos that are in your social networks (Facebook and Flickr only).

Viewing photos on Facebook
You need to be logged in to your Facebook account to view Facebook photos.

1. Press HOME , tap , and then tap Gallery.
2. Tap the Facebook tab.
3. Tap your account name or your friend’s account on the list to view the pictures in the account.

You can view photos in your online albums the same way as how you view photos in your storage card.
Viewing photos on Flickr
You need to be logged in to your Flickr account to view Flickr photos.

1. Press HOME  , tap , and then tap Gallery.
2. Tap the Flickr tab.
   
   You may be asked to give authorization for the application to connect to the Flickr website. If this happens, you need to give authorization to access your Flickr account.

3. Tap your account name or your friend’s account on the list to view the photos in the account.

You can view photos in your online albums the same way as how you view photos in your storage card.

Working with photos

Whether you’re browsing photos in filmstrip or grid view in the Gallery application, you can press and hold on a photo to open a selection menu and choose what to do with it. You can choose to delete the photo, rotate or crop it, and more.

Rotating and saving a photo

1. Press HOME  , tap , and then tap Gallery.
2. From the Gallery application’s Albums screen, tap an album.
3. Choose whether to browse photos and videos in the album in filmstrip or grid view. See “Browsing in filmstrip or grid view” for details.
4. Press and hold on the photo that you want to rotate.
5. In the menu that opens, tap Rotate, and then select either Rotate left or Rotate right.

💡 You can also rotate a photo while you’re viewing it in full screen. Press MENU, tap Rotate, and then select either Rotate left or Rotate right.

Cropping a photo
1. Press HOME, tap , and then tap Gallery.

2. From the Gallery application’s Albums screen, tap an album.

3. Choose whether to browse photos and videos in the album in filmstrip or grid view. See “Browsing in filmstrip or grid view” for details.

4. Press and hold on the photo that you want to crop.

5. In the menu that opens, tap Crop. A crop box then appears on the photo.

![Crop box on a photo](image)

6. To adjust the crop box size, press and hold the edge of the box. When directional arrows appear, drag your finger inward to or outward to resize the crop box.

7. To move the crop box to the part of the photo that you want to crop, drag the crop box to the desired position.

8. Tap Save to apply the changes to the picture.
The cropped picture is saved in the storage card as a copy. The original picture remains unedited.

💡 You can also crop a photo while you’re viewing it in full screen. Press MENU, tap More > Crop, and follow the same cropping steps as above.

---

**Sharing**

Using the Gallery application, you can send photos and videos via email or MMS. You can share photos on your social networks (such as Facebook, Flickr, Picasa, and Twitter) and share videos on YouTube. You can also send them to another phone or your computer using Bluetooth.

**Sending photos or videos by email**

You can send several photos, videos, or both in an email message. They are added as file attachments in your email.

1. Press HOME 🏡, tap ⌇, and then tap Gallery.
2. Tap the album where the photos or videos you want to share are in.
3. Tap 📦 and then on the Share options menu, tap Gmail/Google Mail or Mail.
4. Select the photos or videos you want to share and then tap Next.
5. Compose your message and then tap Send.

💡 If you selected Mail and you have multiple email accounts, the default email account will be used.
Sending a photo or video by MMS
Although you can send several photos or videos in a multimedia message, it may be better to just send one at a time, especially if the files are big in size.

1. Press HOME .house., tap  , and then tap Gallery.
2. Tap the album where the photo or video you want to share is in.
3. Tap  and then on the Share options menu, tap Messages.
4. Tap the photo or video you want to send.
5. The photo or video is automatically added into the MMS message.
6. Compose your message and then tap Send.

Sending photos or videos using Bluetooth
You can select several photos, videos, or both and send them to someone’s phone or your computer using Bluetooth.

1. Press HOME  , tap  , and then tap Gallery.
2. Tap the album where the photos or videos you want to share are in.
3. Tap  and then on the Share options menu, tap Bluetooth.
4. Select the photos or videos you want to share and then tap Next.
5. In the next few steps, you’ll be asked to turn on Bluetooth on your phone and connect to the receiving Bluetooth device so the files can be sent. Follow the steps in “Sending information from your phone to another device” in the Bluetooth chapter.
Sharing photos on Facebook
You need to be logged in to your Facebook account to be able to upload pictures.

1. Press HOME  and tap  , and then tap Gallery.
2. Tap the album where the photos you want to share are in.
3. Tap  and then on the Share options menu, tap Facebook for HTC Sense.
4. Select the pictures you want to share and then tap Next.
5. Select which album to upload to and set privacy settings for the uploaded pictures. Tap Done.

Sharing photos on Flickr
You need to be logged in to your Flickr account to be able to upload pictures.

1. Press HOME  and tap  , and then tap Gallery.
2. Tap the album where the photos you want to share are in.
3. Tap  and then on the Share options menu, tap Flickr.
4. Select the pictures you want to share and then tap Next.
5. Select which album to upload to and set privacy settings for the uploaded pictures. Tap Done.

Sharing photos on Picasa
You need to be signed in to a Google Account to be able to upload pictures to the Picasa™ photo organizing service.

1. Press HOME  and tap  , and then tap Gallery.
2. Tap the album where the photos you want to share are in.
3. Tap  and then on the Share options menu, tap Picasa.
4. Select the pictures you want to share and then tap Next.
5. Select the online album where you want to upload the pictures, or tap + to create a new album.

Sharing videos on YouTube
You can share your videos by uploading them to YouTube™. Before you do this, you must create a YouTube account and sign in to that account on your phone.

1. Press HOME .house, tap  , and then tap Gallery.
2. Tap the album where the videos you want to share are in.
3. Tap  and then on the Share options menu, tap YouTube.
4. Select the videos you want to share and then tap Next.
5. Enter the prompted information, such as description and tags, and select a privacy option.
6. Tap Upload.
Enjoy listening to songs and music on your phone using the **Music** application. You need to copy music files to your storage card first to use the Music application to play music. To find out how to copy files, see “Copying files to and from the storage card” in the Basics chapter.

To open the Music application, press HOME  
, tap  
, and then tap **Music**.

The Music application opens in the Playback screen. Use the onscreen controls to control music playback, select a song to play, repeat songs, and more. On the Playback screen, you can also swipe your finger from right to left or left to right to go to the next or previous music album.
<table>
<thead>
<tr>
<th></th>
<th>Tap to turn shuffle on or off. (Shuffle is off when button is gray.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Press and drag your finger across the progress bar to jump to any part of the song.</td>
</tr>
<tr>
<td>3</td>
<td>Tap to go to the Library.</td>
</tr>
<tr>
<td>4</td>
<td>Tap to go to the previous song in the Now playing list.</td>
</tr>
<tr>
<td>5</td>
<td>Tap to play, pause, or resume playing the song.</td>
</tr>
<tr>
<td>6</td>
<td>Tap to go to the next song in the Now playing list.</td>
</tr>
<tr>
<td>7</td>
<td>Tap to toggle between showing the Now playing list and Playback screen.</td>
</tr>
<tr>
<td>8</td>
<td>Tap to cycle through the repeat modes: Repeat all songs, Repeat current song, and Don’t repeat.</td>
</tr>
</tbody>
</table>

When playing music and the screen turns off, you can control the music playback right from the Lock screen when you “wake up” the phone by pressing POWER. If you do not see the playback controls on the Lock screen, tap anywhere on the screen to display the playback controls.

- Press the VOLUME UP or VOLUME DOWN button to adjust the playback volume.
- If you are using the wired headset to listen to music, press the center button to toggle between playing and pausing playback. Press the previous or next button to go to the previous or next song.
Browsing music in the Library

Tap at the bottom-left corner of the Music application’s Playback screen or Now playing list to go to the Library.

In the Library, your music is organized into different categories such as Albums, Artists, Genres, Composers, and more. Select a category by tapping one of the category tabs at the bottom of the screen. When you tap a song in a category to play it, the Now playing list is updated with the song list from your selected category.
Creating a playlist

Personalize your music experience by creating music playlists. Make a playlist containing just your favorite songs or create one to match your mood for the day. You can make as many playlists as you like.

1. Press HOME, tap , and then tap Music.
2. Tap at the bottom-left corner of the screen to go to the Library.
3. In the Library, tap or slide your finger on the bottom row to go to the Playlists category.
4. Tap Add playlist.
5. Enter a playlist name, and then tap Add songs to playlist.
6. Tap or slide your finger on the bottom row to change among the different categories. If you go to the Songs category, you can see a complete list of songs on your storage card.
7. Select the check boxes of songs you want to add to the playlist and then tap Add.
8. Tap Save.

Playing the songs in a playlist

1. In the Library, tap or slide your finger on the bottom row to go to the Playlists category.
2. Tap a playlist to open it.
3. Tap the first song or any song in the playlist.

When you tap a song in the list to play it, the Now playing list is updated with the song list from your playlist.
Managing playlists
After creating a playlist, you can add more songs to it, rearrange their order, and more.

Adding more songs to a playlist
1. In the Library, tap or slide your finger on the bottom row to go to the Playlists category.
2. Tap a playlist to open it.
3. Press MENU and then tap Add songs.
4. Go to the Songs category or any other category.
5. Select the songs you want to add to the playlist and then tap Add.

💡 While playing back a song, press MENU and then tap Add to playlist to add the current song to a playlist.

Rearranging songs in a playlist
1. In the Library, tap or slide your finger on the bottom row to go to the Playlists category.
2. Tap a playlist to open it.
3. Press MENU and then tap Change order.
4. Press and hold 🎵 at the end of the song title you want to move. When the row is highlighted, drag it to its new position, then release.
5. Tap Done.

Deleting songs from a playlist
1. In the Library, tap or slide your finger on the bottom row to go to the Playlists category.
2. Tap a playlist to open it.
3. Press MENU and then tap Remove songs.
4. Select the songs you want to delete and then tap Remove.
Deleting playlists
1. In the Library, tap or slide your finger on the bottom row to go to the **Playlists** category.
2. Press MENU and then tap **Delete playlists**.
3. Select the playlists to delete and then tap **Delete**.

Setting a song as ringtone

You can select a song from the Music application’s Library and set it as your phone’s ringtone or a ringtone for a certain contact.

1. Press HOME 🏡, tap 🎵, and then tap **Music**.
2. Tap 📘 at the bottom-left corner of the screen to go to the Library.
3. In the Library, select the song that you want to use as ringtone and then play it back.
4. On the Playback screen, press MENU and then tap **Set as ringtone**.
5. In the Set as ringtone options menu, tap **Phone ringtone** or **Contact ringtone**.

If you select **Contact ringtone**, you need to select the contacts you want to associate the song with in the next screen.

Checking if the song was added as a ringtone

1. On the Home screen, press MENU and then tap **Settings**.
2. On the Settings screen, tap **Sound > Phone ringtone**. The song should be in the ringtone list and selected.
Sending music using Bluetooth

You can select a song from the Music application’s Library and send it to someone’s phone or your computer using Bluetooth (only unprotected files can be sent).

1. Press HOME ♪, tap 🎵, and then tap Music.
2. Tap 📣 at the bottom-left corner of the screen to go to the Library.
3. In the Library, select the song that you want to use as ringtone and then play it back.
4. On the Playback screen, press MENU and then tap Share > Bluetooth.
5. In the next few steps, you’ll be asked to turn on Bluetooth on your phone and connect to the receiving Bluetooth device so the music can be sent. Follow the steps in “Sending information from your phone to another device” in the Bluetooth chapter.

About the Music widget

You can use the Music widget to play music right from your Home screen. To find out how you can add this widget to your Home screen, see “Personalizing your Home screen with widgets” in the Personalizing chapter.
Maps and location

Turning on location services

Before you start using location-based applications such as Google Maps and HTC Footprints, you need to turn on location services on your phone for these apps to find your location.

1. Press HOME > MENU and then tap Settings > Location.
2. Select Use wireless networks (to use Wi-Fi or data connection), Use GPS satellites, or both.

Selecting Use GPS satellites lets you locate places of interest at street level. This requires a clear view of the sky and more battery power.

Using Google Maps

Google Maps lets you track your current location, view real-time traffic situations, and receive detailed directions to your destination. It also provides a search tool where you can locate places of interest or an address on a vector or aerial map, or view locations in street level.

The Google Maps application does not cover every country or city.
## Getting around maps

When you open Google Maps, you can easily find your location on the map or check out nearby places by panning and zooming in and out on the map.

1. Press HOME 🏡, and then tap 📲 > Maps.
2. You can do the following:

<table>
<thead>
<tr>
<th>Show your location</th>
<th>Tap 📍 to show your current location. The blue marker 🌍 shows your location on the map.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Move around the map</td>
<td>Swipe your finger to any direction on the screen to view nearby places on the map.</td>
</tr>
</tbody>
</table>
| Zoom in | - Place your thumb and index fingers on top of the area that you want to zoom in, and then spread your fingers across the map.  
- Tap 🌍.  
- Double-tap the area on the map that you want to zoom in. |
| Zoom out | - Pinch your thumb and index finger on the map to zoom out.  
- Tap 🌍. |
| View information for a random location | 1. Press and hold a location on the map. A balloon opens over the location, with the address and a thumbnail from street view (if available).  
2. Tap the balloon to see more information. You can get directions to the location, check for nearby places of interest, and more. |
Searching for a location

In Google Maps, you can search for a location, such as an address or a type of business or establishment (for example, museums).

1. Enter the place you want to search in the search box. As you enter the location to look for, suggested matches from your contacts, the web, and previously searched items are displayed.

2. Tap to search for the location you entered or tap a suggested search item. The search results are displayed as balloon markers ( ) on the map.

3. Tap a balloon marker to see the name of a searched location which is displayed as a pop-up box. Then tap this pop-up box to view more details about that location, such as address, reviews (if available), and more.

While on the map, you can also tap to view the complete search results as a list, and then tap the location.
Clearing the map
After you’ve searched on a map, you can clear away the various markers drawn on it by pressing MENU and then tapping Clear Map.

Getting directions
Get detailed directions to your destination. Google Maps can provide directions for travel by foot, public transportation, or car.

1. While viewing a map, press MENU and then tap Directions.
2. Use your current location as the starting point, or enter a location from where to start in the first text box. Then enter your destination in the second text box.

   Or tap to select an address from your current location, contacts, or a point that you tap on a map.

3. Choose how you want to get to your destination by tapping the car, public transit, or walk button.
4. Tap Go.
5. If the place you’ve set as your destination has several locations available, choose which one to go to. The next screen displays the directions to your destination in a list.
6. Tap an item to view the directions on the map.
7. Tap the arrow buttons on the map to follow the directions.
When you’re finished viewing or following the directions, press MENU and then tap **More > Clear Map** to reset the map. Your destination is automatically saved in the Google Maps history.

**Getting help**
If you need help or have questions about Google Maps, press MENU, and then tap **More > Help**. The web browser will take you to the Google Maps Help site.

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**Using the Places application**

Use the Places application to find places of interest near your current location. It uses Google Maps to search common places that you would want to find, such as the nearest gas station or ATM kiosk.

Before you use Places, you need to enable location sources. See “Turning on location services” in this chapter to find out how.

1. From the Home screen, tap **> Places**.
2. Tap the place you want to search.
3. Do any of the following:
   - When one or two places of interest are found, the search results are displayed as markers on the map. You can tap the marker, and then tap the balloon to view more information about the place.
   - When several places are found, the search results display in a list. Tap a place to show its location on a map, and then tap its balloon to view more information about the place.
Finding your friends with Google Latitude

Google Latitude™ user location service lets you and your friends share locations and status messages with each other. It also lets you send instant messages and emails, make phone calls, and get directions to your friends' locations.

Google Latitude does not cover every country.

Your location is not shared automatically. You must join Latitude, and then invite your friends to view your location or accept their invitations.

Opening and joining Latitude

1. While viewing a map in Google Maps, press MENU and then tap Join Latitude.

2. After you’ve joined Latitude and closed the application, you can do any of the following to open it from the Home screen:
   - Tap > Latitude.
   - Tap > Maps, press MENU, and then tap Latitude.

Getting help
To learn more about Latitude, visit Google Latitude on the web: http://www.google.com/mobile/latitude/
Using HTC Footprints

HTC Footprints™ provides an easy way to record favorite places and revisit those places. A footprint consists of a photo you take of a location such as a restaurant, a sightseeing destination, etc., stored together with a precise GPS position and other information about that location such as the street address and phone number.

The next time you want to visit the same place, simply access the footprint. You can then dial the phone number or view the location in Google Maps.

Creating a footprint

1. Press HOME â, and then tap ⌘ > Footprints.

2. Tap New footprint.

3. Point the camera at the scene you want to show the location. Footprints starts to use GPS to search for your position.

   To change brightness and white balance settings before you take a photo, press MENU, tap Brightness or White balance, and then choose a setting.

4. Tap ✿ to take a picture.

   If your GPS position has not been found yet, you are asked whether to find the position on Google Maps, continue the GPS search, or stop the GPS search. You may also be asked if you want HTC Footprints to automatically determine the address for the location.

5. Tap Done.

   Before pressing Done, you can press MENU, and then tap Edit to change the name, category, or address of the footprint, enter the phone and website, and add a voice memo to the footprint.
Revisiting a footprint
1. Press HOME ➤, and then tap ➤ > Footprints.
2. Slide your finger across the tabs to select the footprint category.
3. Tap the footprint you want to revisit.
4. Scroll down to see more information. You can tap the information fields to view more information about the footprint, call a stored phone number, and more.

1. Search for the address in Google Maps.
2. Open the web page.
3. Show the GPS location in Google Maps.
Editing or deleting a footprint

1. Press HOME  and then tap > Footprints.
2. On a category screen, press and hold the footprint you want to edit or delete, and then tap Edit or Delete on the options menu.

Exporting your footprints

You can back up footprints by exporting them to a storage card. You can also open exported footprints files in other applications such as Google Earth on your PC. To transfer files from your storage card to your computer, see “Copying files to and from the storage card” in the Basics chapter.

Press HOME  and then do any of the following:

- To export all your footprints, on the All footprints tab , press MENU and then tap Export.
- To export all the footprints from a particular category, while viewing that category, press MENU and then tap Export.
- To export a single footprint, open the footprint, press MENU and then tap Export.

Exported footprints are saved as .kmz files in the Footprints_Data folder on your storage card. If you exported multiple footprints at one time, they are saved together in one .kmz file.

Importing footprints

You can restore footprints you previously backed up to the storage card. You can also import .kmz files that you saved in other applications, or use a photo as a footprint.

1. Press HOME  and then tap > Footprints.
2. Press MENU, and then tap Import.
3. Do one of the following:
   - To import saved footprints or another .kmz file from the storage card, tap **Footprints data**, and then tap the file you want to import. If a footprint on the device is the same as one you want to import, you are asked whether you want to overwrite it.
   - To import a photo, tap **Picture**, navigate to the photo you want to import, and then tap the photo. You can then add Footprints information such as location and category.

**Adding the Footprints widget**
Add the Footprints widget to view and access your footprints on the Home screen. To learn how to add widgets, refer to “Adding a widget to your Home screen” in the Personalizing chapter.
More apps

Watching videos on YouTube

Use the YouTube application to check out what’s popular on the online video-sharing website.

1. Press HOME  > YouTube.
2. On the YouTube screen, scroll through the list of videos, and then tap a video to watch it. The screen automatically switches to landscape view when you play a video.
3. While watching a video, you can:
   - Tap the screen to display the playback controls. When the playback controls are displayed, you can pause, skip forward or backward, or drag the slider to the point in the video you want to watch.
   - Press MENU to rank, comment on, share, flag the video, and more.
4. Press BACK  to stop playback, and return to the videos list.

Searching for videos

1. Press HOME  > YouTube.
3. Enter a search keyword, and then tap  .
4. Tap  to enter a search keyword by speaking into the microphone.
4. The number of search results appears below the status bar. Scroll through the results and tap a video to watch it.

Clearing the search history
1. Press HOME \(\text{HOME}\), and then tap \(\text{\&} \) > YouTube.
2. Press MENU and then tap Settings.
3. Tap Clear search history, and then tap OK when prompted.

Sharing a video link
You can share a video by sending its link to your contacts.

1. Press HOME \(\text{HOME}\), and then tap \(\text{\&} \) > YouTube.
2. On the YouTube screen, tap a video to watch from the available categories.
3. While watching a video, press MENU, and then tap Share.
4. Select how you want to share the video link.

Capturing a video and sharing it on YouTube
You need to be signed in to your Google Account to upload your video to YouTube.

1. Press HOME \(\text{HOME}\), and then tap \(\text{\&} \) > YouTube.
2. Tap \(\text{\&} \).
3. Tap \(\text{\&} \) to start capturing video. To stop capturing, tap \(\text{\&} \), and then tap Done.
4. Enter a title.
5. Tap More details, and then enter a description and tags for your video. You can also set the privacy level.
6. Tap Upload.
Use Adobe Reader to view PDF files that you have downloaded or copied to the phone’s storage card.

1. Press HOME, and then tap > Adobe Reader.

2. On the Adobe Reader screen, tap the file you want to view. Or, tap the Recently Viewed tab to see a list of PDF files that you have previously opened on your phone, and then tap a PDF that you want to view.

3. While viewing a PDF file:
   - Spread or pinch the screen to zoom in or out.
   - Drag to scroll through the pages.
   - Press MENU and then tap Reflow View to temporarily enlarge and fit the text to the width of the screen for easier reading. To change back to the original view, press MENU again and then tap Page View.
   - Tap the screen to display and use the toolbar.

To open and view another PDF file, press MENU and then tap Open.
Quickoffice lets you view Microsoft Office Word, Microsoft Office Excel, and Microsoft PowerPoint files on your phone. Quickoffice supports viewing Microsoft Office Word (.doc and .docx), Excel (.xls and .xlsx), PowerPoint (.ppt, .pps, and .pptx), and text (.txt) files.

Make sure you have copied the files to the phone’s storage card before you open Quickoffice. See “Copying files to and from the storage card” in the Basics chapter to find out how to copy files to the storage card.

1. Press HOME  and then tap  > Quickoffice.
2. On the Open file screen, tap the file you want to open.

In the Open file screen, press MENU and then tap Sort to arrange the file list by Name or Date.

4. While viewing a file, you can:
   - Slide your finger on the screen to pan or go through the pages.
   - Pinch the screen to zoom in or out or use the zoom controls on the screen to zoom in or out.
   - In Excel files, press MENU, and then tap Worksheet to view other worksheets on the file.
   - In Word and PowerPoint files, tap a URL link to open the web page in the web browser.
   - When you open Word documents, Quickoffice reformats the text to make it fit the width of the screen. Double-tap the screen to switch to normal view so you can view the page layout.
Quickoffice does not reflow text in tables.

- When you view PowerPoint files, after you zoom in on a slide, you can double-tap the screen to zoom out automatically and fit the slide to the width of the screen.

Keeping track of your stocks

Use **Stocks** to get the latest stock updates for stock quotes and market indices you follow.

1. List of your stock quotes and stock market indices. Tap an item to view its intraday chart and other details.
2. Tap to update the stock information.
3. Tap to add a stock quote or stock market index.
4. Shows the time the information was last updated.
Adding a stock quote or stock market index
1. Press HOME 🏡, and then tap ☞ > Stocks.
2. On the Stocks screen, tap 🎯 at the bottom-right corner of the screen.
   If there are no stock quotes or indices onscreen, tap Tap here to add a stock or index at the top of the screen.
3. Enter the stock quote or stock market index on the text field, and then tap 🔍.
4. On the results list, tap the stock quote or stock market index you want to add.

Changing the stock list order
1. Press HOME 🏡, and then tap ☞ > Stocks.
2. Press MENU, and then tap Rearrange.
3. Press and hold ☐ at the end of the item you want to move. When the row is highlighted in green, drag it to its new position, and then release.
4. Tap Done.

Deleting stock quotes and indices
1. Press HOME 🏡, and then tap ☞ > Stocks.
2. Press MENU, and then tap Delete.
3. Select the items you want to delete and then tap Delete.

Setting stock information update frequency
1. Press HOME 🏡, and then tap ☞ > Stocks.
2. Press MENU, and then tap Settings.
3. Select the **Scheduled sync** check box.

Downloading stock information automatically may incur additional fees from your mobile operator.

4. Tap **Update schedule**, and then select frequency to check for updates.

**Manually updating stock information**

1. Press **HOME** 🏡, and then tap 📅 > **Stocks**.
2. Press **MENU**, and then tap **Update**.

**Adding the Stocks widget**

1. Press **HOME** 🏡, and then tap 📲 + > **Widget** > **Stocks**.
2. Choose the widget style, and then tap **Select**.
3. Drag the widget to a blank space on the Home screen, and then release.
Listening to the radio

**FM Radio** lets you listen to FM radio stations on your phone.

You need to connect a headset first to the audio jack of your phone to use FM Radio. FM Radio uses the stereo headset as the FM radio antenna.

1. **FM radio frequency**
2. Drag to tune in to a frequency on the FM band.
3. Tap to fine tune the radio frequency by -0.1 MHz.
4. View the All presets list.
5. Tap to search the FM band for the previous FM station.
6. Tap to search the FM band for the next FM station.
7 Tap to change the name of the current station you are tuned into.

8 Tap to fine tune the radio frequency by +0.1 MHz.

9 Radio signal strength

10 Turn FM radio on or off.

Listening to an FM station

1. Press HOME  and then tap   > FM Radio.
2. The first time you open FM Radio, it automatically scans for available FM stations, saves them as presets, and plays the first FM station found.

   - To repeat scanning and saving of FM stations, press MENU, and then tap Scan & Save.
   - Press BACK  to stop the auto-scan.

3. On the FM Radio screen, you can:
   - Tap   and then select a preset station you want to listen to.
   - Tap   to go to the previous available FM station, or   to go to the next available FM station.
   - Press the VOLUME UP and VOLUME DOWN buttons on the side of the phone to adjust the volume.
   - Press MENU to set more FM Radio options.

Adding station names

1. Press HOME  and then tap   > FM Radio.
2. Tune in to the desired FM station, and then tap  .
3. Enter a station name for the selected FM station, and then tap Save.
Minimizing or turning off FM Radio

Do one of the following:

- Press BACK to minimize and keep FM Radio running in the background so you can listen to the radio while going to another screen.
- On the FM Radio screen, tap on the upper-right corner of the FM Radio screen to turn FM Radio off.

Recording your voice

Voice Recorder is useful for quickly recording thoughts. You can also record your voice and set it as a ringtone.

You need to have a microSD card installed on your phone to use Voice Recorder.

Recording your voice

1. Press HOME, and then tap > Voice Recorder.
2. Hold the device’s microphone near your mouth.
3. Tap to start recording a voice clip. Tap to stop recording.
4. Tap to play back the voice recording.
5. To quickly share the voice recording through Bluetooth, email, or message, tap .

Sharing a voice clip

1. Press HOME, and then tap > Voice Recorder.
More apps

3. On the All recordings screen, press and hold the voice recording you want to share, and then tap **Share** on the options menu.

4. On the options menu, choose how you want to share the voice recording.

To learn how to send files through Bluetooth, see the Bluetooth chapter.

**Setting a voice clip as a ringtone**

1. Press HOME  
   > Voice Recorder.
3. On the All recordings screen, press and hold the voice recording you want to set as a ringtone, and then tap **Set as ringtone** on the options menu.

**Renaming a voice clip**

1. Press HOME  
   > Voice Recorder.
3. On the All recording screen, press and hold the voice recording you want to rename, and then tap **Rename** on the options menu.
4. Enter the name, and then tap **Save**.
Using Voice Search

Google Voice Search enables you to do a search with Google by speaking your search query into the microphone.

1. Press HOME 🏡, and then tap 📱 > Voice Search.
2. If this is your first time to use Voice Search, a message will be displayed, prompting you whether you consent to use your current location for search results. Tap Agree if you consent, and then tap Speak now.

2. Hold the device’s microphone near your mouth and speak your search query clearly into the microphone (for example “New York City”).

The web browser opens and displays search results.
About Car Panel

Car Panel gives you quick and convenient access to the phone, voice search, and navigation applications such as Footprints and Google Maps.

To open and use the Car Panel, press HOME  and then tap  > Car Panel.

To exit the Car Panel, press MENU and then tap Exit. Or, press and hold the status bar and drag it down to open the Notifications panel, and then tap Car mode enabled. (Pressing  or will not close it.)

Using Flashlight

Never get caught in the dark again. The Flashlight application turns on your phone’s LED flashlight to shine a light wherever you need it.

Press HOME  and then tap  > Flashlight.

- To adjust the brightness of the light, simply tap the onscreen power button on the flashlight handle.
- Press MENU to switch to Auto flash, SOS, or Manual mode.
Finding and installing apps from Android Market

Android Market™ is the place to go to find new apps for your phone. Choose from a wide variety of free and paid apps ranging from productivity apps, entertainment, to games.

_paid apps are currently only available in certain countries._

Finding and installing an application
When you install apps from Android Market and use them on your phone, they may require access to your personal information (such as your location, contact data, and more) or access to certain functions or settings of your phone. Download and install only apps that you trust.

You need a Google Checkout account to purchase items on Android Market.

1. Press HOME 🏡, and then tap **Market** or tap 🗿 > **Market**.
2. When you open Android Market for the first time, the Terms of Service window will appear. Tap **Accept** to continue.
3. To find an app in Android Market, you can:
   - Browse through featured apps. Scroll through the list of featured apps when you open Android Market.
- Browse apps by categories. First, tap **Apps or Games** and then tap a category. Under a category, you can filter the apps by **Top paid**, **Top free** or **Just in**.

- Search for an app. Tap 📱 on the Android Market home screen, enter the name or type of app you’re looking for, and then tap 🔍 to the right of the search box.

4. Tap an app to read a description about the app and user reviews.

5. To download or purchase the app, tap **FREE** (for free apps) or tap the price button under **Buy** (for paid apps).

6. Tap **Install** (for free applications) or **Buy** (for paid applications).

7. If you agree to the conditions, tap OK to begin downloading and installing the app.

You can uninstall an app for a refund within a limited time after your purchase.

To know more about the refund policy for paid apps, please visit the Android Market Help site (http://market.android.com/support).

**Opening an installed application**

Do one of the following:

- On the status bar, check if you see the 📱 icon. If you see the 📱 icon, open the Notifications Panel, and then tap the app to open it. See “Opening the Notifications panel” in the Basics chapter to learn how to open the Notifications Panel.

- Press HOME 🏡, and then tap 📱 > Market > My apps. Tap the app to open it.

- Press HOME 🏡, and then tap 📱. On the All apps screen, locate the installed app, and then tap it.
Uninstalling an application
You can uninstall any application that you have downloaded and installed from Android Market.

1. Press HOME  > Market > My apps.
2. Tap the application you want to uninstall, and then tap Uninstall.
3. When prompted, tap OK to remove the application on your phone.
4. Choose the reason for removing the application, and then tap OK.

Getting help
If you need help or have questions about Android Market, press MENU, and then tap Help. The web browser will take you to the Android Market Help site.

Sharing games and applications

Having fun with a game or application that you downloaded from Android Market? Share it instantly with your circle of friends.

For your friends to link to the game or application and download it from Android Market, they must be using an Android phone.

1. From the Home screen, tap .
2. Tap App Sharing. Or, press MENU and then tap Share.
   You’ll then see the list of games and applications that you downloaded and installed from Android Market.
3. Tap an application, and then choose how to share it:
When your friends see the link in your sent text, email, or status update, they can simply tap the link to go directly to the game or application in Android Market to download it.

- While entering your status update in Friend Stream, you can also tap 🔄 to choose from games or applications that you want to share in your social networks.

- If you’ve already created a new text or email message, press MENU and then tap Attach > App recommendation to choose from your list of installed games and applications.
Security

Protecting your phone with a screen lock

You can secure your phone by requiring a screen unlock pattern, a numeric PIN, or a password every time your phone is turned on or every time it wakes up from sleep mode (screen is off).

Setting a screen unlock pattern

1. Press HOME 🏡 > MENU, and then tap Settings.
2. Scroll down the screen, and then tap Security > Set up screen lock > Pattern.
3. Read the information on the screen, and then tap Next.
4. Study the example pattern on the screen, and then tap Next.
5. Draw the screen unlock pattern by connecting at least four dots in a vertical, horizontal and/or diagonal direction. Lift your finger from the screen when finished.

You must slide your finger on the screen to create the pattern and not tap individual dots.

6. The phone records the pattern. Tap Continue.
7. When prompted, draw the screen unlock pattern again, and then tap Confirm.

Clear the Use visible pattern check box if you do not want the unlock pattern to display on the screen when you unlock it.
To change your unlock screen pattern, press HOME > MENU, and then tap Settings > Security > Change screen lock.

When you fail to draw the correct unlock pattern on the screen after five attempts, you will be prompted to wait for 30 seconds before you can try again. If you forgot your screen unlock pattern, tap Forgot pattern. You will be prompted to sign in using your Google Account name and password, and create a new screen unlock pattern before the Home screen displays.

You need to be connected to a data or Wi-Fi connection to be able to sign in to your Google Account.

Setting a numeric PIN
1. Press HOME > MENU, and then tap Settings.
2. Scroll down the screen, and then tap Security > Set up screen lock > PIN.
3. Enter a PIN of at least four digits and tap Continue.
4. Enter your PIN again and tap OK.

Setting a password
1. Press HOME > MENU, and then tap Settings.
2. Scroll down the screen, and then tap Security > Set up screen lock > Password.
3. Enter a password of at least four characters and tap Continue.
4. Enter your password again and tap OK.
Settings

Settings on your phone

Control and customize phone settings on the Settings screen. To open the Settings screen, press HOME 🏡 > MENU, and then tap Settings.

Personalize
Select a scene, set the Home screen or Lockscreen wallpaper to use, and set the default ringtone to use for incoming calls. You can also rename or delete a custom scene by pressing and holding a custom scene in Scenes.

Wireless & networks
Configure your phone’s wireless connections, such as Wi-Fi and Bluetooth, enable the Airplane mode, or set the options for mobile networks, roaming, 3G Mobile Hotspot, Virtual Private Networks, and more.

Call
Set up call services such as voicemail, auto retry, TTY mode, and assisted dialing.

Sound
Adjust the volume, and set the phone ringtone and notification sound.
Display
Turn automatic screen rotation on or off, and set the screen brightness and screen timeout.

Accounts & sync
Log in or out from your social network accounts, Google Account, and Exchange ActiveSync account. You can also manage synchronization and other settings for your accounts. See the Accounts and sync chapter for details.

Location
Select the services to use when determining your location.

Search
Select items to include when you do a search on your phone and set Google search options.

Connect to PC
Set the default USB connection type when you connect your phone to your computer. Select Ask me to always display the connection type dialog box when the device is connected. See “Connecting your phone to a computer” in the Basics chapter for details.

Security
Set up a screen lock or manage the phone’s credential storage. See the Security chapter for details on setting up a screen lock.

Applications
Manage applications and installation of new programs.
SD & phone storage
Check the available storage card and phone memory. You can also reset the phone. See the Update and reset chapter for more details.

Date & time
Set the date and time, time zone, and date or time format. To turn off auto time synchronization and be able to manually change time zone settings, see “Changing time zone settings” in the Clock and Weather chapter.

Language & keyboard
Set the operating system language and region. You can also set onscreen keyboard options.

Accessibility
Enable or disable preset or downloaded accessibility plugins that respond to user interaction such as receiving sound feedback when a new browser window is opened.

Voice input & output
Configure Google voice recognition settings. You can also configure text-to-speech settings if you have installed text-to-speech (voice data) application.

System updates
Turn on or off scheduled checks for HTC software updates or manually check for updates. You can also update your profile with your mobile operator as well as update your Preferred Roaming List (PRL) on your phone.
Changing display settings

Adjusting the screen brightness manually
1. Press HOME > MENU, and then tap Settings > Display > Brightness.
2. Clear the Automatic brightness check box.
3. Drag the brightness slider to the left to decrease or to the right to increase the screen brightness. Tap OK.

Adjusting the time before the screen turns off
After a period of inactivity, the phone screen turns off to conserve battery power. You can set the idle time before the screen turns off.

1. Press HOME > MENU, then tap Settings > Display > Screen timeout.
2. Choose the time to elapse before the screen turns off.

Preventing automatic screen rotation
By default, the screen orientation automatically adjusts depending on how you hold the phone.

- Not all application screens support automatic rotation.

1. Press HOME > MENU, then tap Settings > Display.
2. Clear the Auto-rotate screen check box.
Recalibrating the G-sensor
Recalibrate the screen if you feel that the screen orientation does not respond properly to the way you hold the phone.

1. Press HOME  > MENU, then tap Settings > Display.
2. Tap G-Sensor calibration.
3. Place the phone on a flat and level surface, and then tap Calibrate.
4. After the recalibration process, tap OK.

Switching animation effects on or off
You can turn off the animation or enable only some animations when switching between screens.

1. Press HOME  > MENU, and then tap Settings > Display > Animation.
2. On the options menu, select the animation setting you want.
Changing sound settings

Setting a sound profile
Switch to vibrate or silent mode, or use the normal phone sound settings.

1. Press HOME > MENU, and then tap Settings > Sound > Sound profile.
2. On the Choose a profile options menu, tap the sound profile you want to use.

Enabling or disabling audible selection
You can choose to play a sound when you are selecting items onscreen.

1. Press HOME > MENU, and then tap Settings > Sound.
2. Scroll down the screen, and then select or clear the Audible selection check box.

Enabling or disabling vibrate feedback
When vibrate feedback is enabled (default), your phone vibrates every time you press the buttons on the front panel, or tap onscreen buttons and other onscreen elements.

1. Press HOME > MENU, and then tap Settings > Sound.
2. Scroll down the screen, and then select or clear the Vibrate feedback check box.
Choosing the notification sound
You can select the sound to play when your phone receives new notifications.

1. Press HOME  > MENU, and then tap Settings > Sound > Notification sound.
2. Select a notification sound in the list, and then tap OK.

Changing the phone language
When you turn your phone on for the first time, you are prompted to select the language you would like to use. You can also change the language on the fly whenever you like. Changing the language adjusts the keyboard layout, date and time formatting, and more.

The languages available to choose from may depend on the version of phone you have.

1. Press HOME  > MENU, and then tap Settings > Language & keyboard > Select language.
2. Tap the language you want to use.
3. Press HOME  to return to the Home screen. You may need to wait briefly as the new language is applied to your phone.
Optimizing your phone’s battery life

When you’re on the go, it’s not always easy to charge your phone’s battery as often as you’d like. Follow these tips to extend the time between charges:

- Turn off wireless functions such as Bluetooth, Wi-Fi, 4G, data connection, and Portable Wi-Fi Hotspot when you’re not using them. See the Internet and Bluetooth chapters for details.
- Do not use GPS satellites to determine your GPS location. See the Maps & location chapter for details.
- Lower the screen brightness. See “Adjusting the screen brightness manually” in this chapter for details.
- Switch off screen animations. See “Switching animation effects on or off” in this chapter for details.
- Cut down on activities such as Internet browsing. Wireless data consumes a lot of power.
- Avoid making very long phone calls or using the camera for extended periods of time.
- Consider carrying a spare battery for times when you can’t charge your battery for an extended period.
- Batteries gradually lose storage capacity over time. Consider replacing your battery after eight months to a year, or if you notice that the battery life is decreasing.

Checking the power usage of applications

1. Press HOME  > MENU, and then tap Settings.
2. Scroll down the screen, and then tap About phone > Battery > Battery use.
Managing memory

Checking how much phone memory is available for use
1. Press HOME > MENU, and then tap Settings.
2. Scroll down the screen, and then tap SD & phone storage. The available phone memory is displayed in the Internal phone storage section.

Checking the available storage card space
1. Press HOME > MENU, and then tap Settings.
2. Scroll down the screen, and then tap SD & phone storage. The total and available storage card space is displayed in the SD card section.

Clearing application cache and data
1. Press HOME > MENU, and then tap Settings.
2. Scroll down the screen, and then tap Applications > Manage applications.
3. On the Manage applications screen, tap the application whose cache and/or data you want to delete.
   - Press MENU to bring up sort and filter options.
4. In the Application info screen, tap Clear data and/or Clear cache.
Uninstalling third-party applications
You cannot uninstall applications that are preinstalled on the phone.

1. Press HOME > MENU, and then tap Settings.
2. Scroll down the screen, and then tap Applications > Manage applications.
3. Tap Downloaded at the top.
4. Tap the application you want to uninstall.
5. On the Application info screen, tap Uninstall.

Freeing up more phone memory or storage card space
If your phone is running low on memory, try the following:

- In your web browser, clear all temporary Internet files and history information. See the Internet chapter for more information.
Update and reset

Updating your phone’s system software

From time to time, system software updates for your phone may be available. Your phone can check and then notify you if an update is available. You can then download and install the update to your phone. Depending on the type of update, the update may erase all your personal data and customized settings, and also remove any programs you have installed. Make sure that you have backed up the information and files you want to keep.

Checking and downloading system software updates may incur additional data transfer fees from your mobile operator.

1. When there is an update available, the Install system software update dialog box will appear onscreen.

2. On the dialog box, select Install now, and then tap OK.

3. Wait for the update process to finish. When the update is finished, the phone will automatically restart.
Checking for phone system software updates manually
1. Press HOME 🏡 > MENU, then tap Settings.
2. Scroll down the screen, and then tap System updates.
3. Tap HTC software update, and then tap Check now.
Your phone checks for system software updates. If no update is available, the “Your phone is up to date” dialog box appears.

Performing a hard/factory reset

You can return your phone to its original state, as it was when it left the factory. This is also called a hard reset. You might want to do this if you are giving your phone to a friend or relative and you want to remove all your data first, or if your phone has a persistent problem that is not solved by powering off the phone and then powering it on again.

Factory reset is not a step to be taken lightly. It permanently erases all your data and customized settings, and also removes any applications you have downloaded and installed. Make sure that you have backed up the information and files you want to keep before you do a factory reset.

💡 If your phone hangs or freezes, we recommend that you do a “soft” reset instead of a hard/factory reset. To perform a soft reset, remove the battery, wait for a few seconds, and then re-install it. After re-installing the battery, turn on the phone.

Performing a factory reset via settings
The most convenient way to do a factory reset is via the phone settings.
1. Press HOME 🏡 > MENU, then tap Settings.
2. Scroll down the screen, and then tap SD & phone storage.
3. Scroll down the screen, and then tap **Factory data reset**.
4. Tap **Reset phone**, and then tap **Erase everything**.

**Performing a factory reset using phone buttons**
If you cannot turn on your phone or access the phone settings, you can still perform a factory reset by using the buttons on the phone.

1. With the phone turned off, press and hold the VOLUME DOWN button, and then briefly press the POWER button.
2. Wait for the screen with the 3 Android images to appear, and then release the VOLUME DOWN button.
3. Press VOLUME DOWN to select **FACTORY RESET**, and then press POWER.