Your Palm® Treo™ 700P Smartphone User Guide

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Welcome

Congratulations on the purchase of your Palm® Treo™ 700P smartphone! In one compact and indispensable device, you now have all of the following:

- An advanced mobile smartphone
- Mobile email (corporate and personal)
- High-speed Internet connection and data transfer with 1XRTT and EVDO support
- A Palm OS® organizer with portable expansion capability (MultiMediaCard/SD/SDIO)
- A 1.3-megapixel digital camera
- Text messaging
- A media player
- Productivity software

This guide helps you set up your Treo smartphone and quickly learn to use it.

NOTE Phone and text messaging services require a service contract with your wireless service provider. Web and email services require a service contract and high-speed data service from your wireless service provider. Data speeds vary based on network availability and capacity.

What's in the box?

You should have received all the following items in the Treo smartphone box:

Hardware

- Treo smartphone
- Rechargeable battery
- AC charger with international adapter(s) (if required in your region)
- USB sync cable
- Stereo headset

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Documentation and software

- *Read This First* booklet
- *Quick Reference*
- Palm Software Installation CD, which includes:
  - Palm® Desktop software
  - Bonus software for your smartphone
  - *User Guide* (this guide)
  - *User Guide for the VersaMail Application*
- Palm warranty

What do I need to get started?

As you work through the instructions in this guide, you'll need all the items that came in the Treo 700P smartphone box (see What's in the box?), as well as the following:

- An activated account with your wireless service provider
- A location with wireless coverage for your smartphone
- An electrical outlet
- The computer with which you want to synchronize your personal information
- The Palm Software Installation CD included in the box

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CHAPTER
1

Setting up

Congratulations on the purchase of your new Palm® Treo™ 700P smartphone. You're about to discover the many things about your smartphone that will help you better manage your life and have fun, too.

As you become more familiar with your smartphone, you'll want to personalize the settings and add applications to make it uniquely yours. But first, take these few easy steps to set up.

Benefits

- Know where your smartphone controls are located
- Start using your smartphone right away
- Establish a link between your smartphone and your computer

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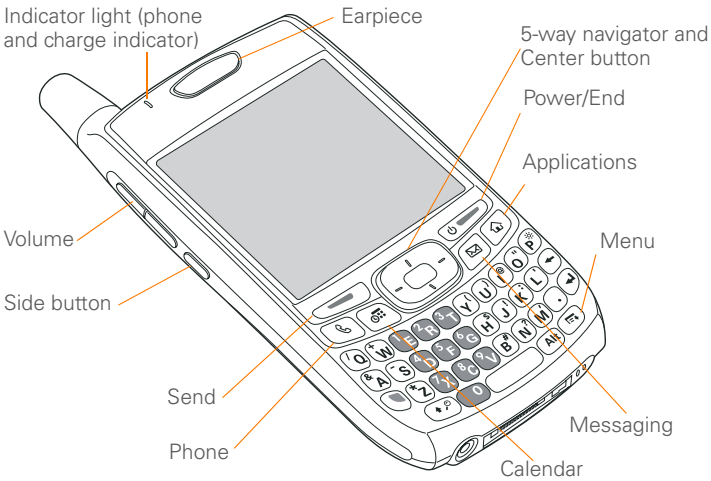
Treo 700P smartphone overview

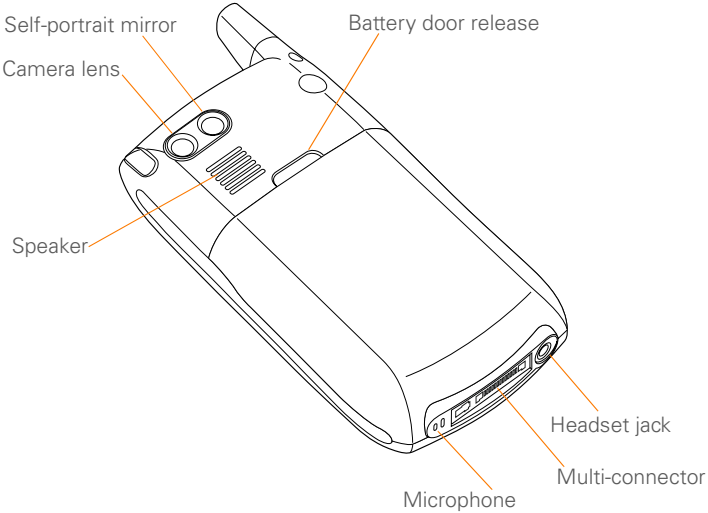
Front view



TIP Protect your screen. Be careful to store your smartphone away from items that might scratch or crush the screen. Visit www.palm.com/treo700pcdma-mytreo to find carrying cases and other useful accessories.

DID YOU KNOW? When your smartphone screen is on, you can press and hold the Side button to open an application of your choice; see Reassigning buttons for details.

Back view



IMPORTANT The Treo smartphone speaker includes a large magnet, so be sure to keep your smartphone away from credit cards or other items that could be demagnetized.

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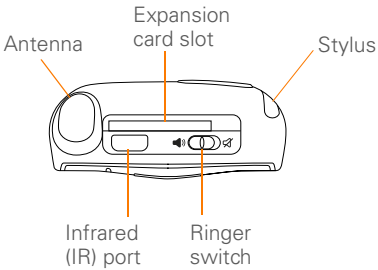
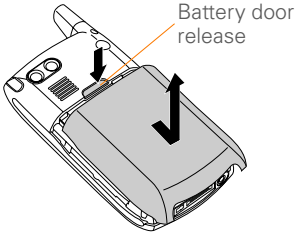
Top view



DID YOU KNOW? The Ringer switch silences all sounds. When you need quiet, there's no need to navigate menus.

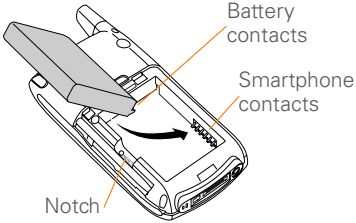
Installing the battery

1 Press the **battery door release**, and slide the **battery door** downward to remove it from your smartphone.



2 Align the metal contacts on the battery with the contacts inside the battery compartment.

3 Insert the battery into the compartment at a 45-degree angle, and then press it into place.



4 Slide the battery door onto the back of the smartphone until it clicks into place.

5 When the language selection screen appears, select the language you want to use.

IMPORTANT You must select the same language on your smartphone and desktop software.

6 Follow the onscreen instructions to set up your smartphone.

TIP If your smartphone does not turn on, you need to connect it to the AC charger. If it still does not turn on after you connect the AC charger, then do a soft reset. See Performing a soft reset.

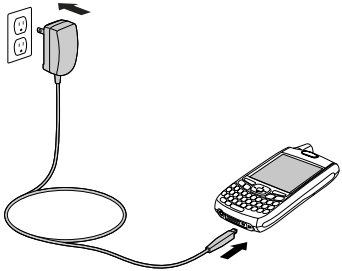
Charging the battery

The battery comes with a sufficient charge to complete the setup process and activate your phone. After activation, we recommend charging your smartphone for 3.5 hours (or until the indicator light is solid green) to give it a full charge. See Maximizing battery life for tips on maximizing the life of your smartphone's battery.

TIP To avoid draining the battery, charge your smartphone every day, especially if you use your phone often.

DID YOU KNOW? If your battery ever becomes fully drained, your info is still stored safely on your smartphone until you recharge the battery or connect your smartphone to a power source.

1 If necessary, connect the international adapter to the AC charger plug.
2 Plug the AC charger into a wall outlet.
3 Connect the charger cable to the bottom of the smartphone. Make sure the arrow on the connector is facing up, toward the screen.



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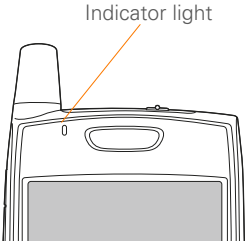
DID YOU KNOW? You can also charge your smartphone by connecting it to your computer with the sync cable. You can do this with or without using the charger cable (see Connecting your Treo smartphone to your computer).

TIP Keep in mind that it takes longer to charge the battery using the sync cable, and if your laptop isn't plugged into a power source, it can drain the laptop's battery.

4 To confirm that your smartphone is charging, check the indicator light on your smartphone.

- Solid red indicates that your smartphone is charging.
- Solid green indicates that your smartphone is fully charged.



TIP If the battery is fully drained, it may take a few moments for the indicator light to turn on when you begin charging.

TIP If the indicator light doesn't turn on when you connect your smartphone to the AC charger, double-check the cable connection and the electrical outlet to which it is connected.

When your smartphone is on (see Turning your smartphone on and off), the onscreen battery icon displays the charging status:

A red lightning bolt indicates that the battery is connected to a wall outlet and is charging.

A green lightning bolt indicates that the battery is connected to a wall outlet and is fully charged.

A partial battery without a lightning bolt indicates that the battery is not connected to a wall outlet and it has some power.

An almost empty battery that is red at the bottom indicates that you need to charge the battery immediately.

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TIP To see exactly how much power is left in your battery, tap the onscreen battery icon.

Battery icon

Maximizing battery life

Battery life depends on how you use your smartphone. You can maximize the life of your battery by following a few easy guidelines:

TIP You can buy an extra battery as a spare for long airplane trips or periods of heavy use. To purchase batteries that are compatible with your smartphone, go to www.palm.com/treo700pcdma-mytreo.

- Charge your smartphone whenever you're at your desk, or charge it overnight. The Li-Ion battery has a much longer useful life when it is topped off frequently, versus charging it after it is fully drained.
- Your smartphone's wireless features (phone, email, messaging, and web) and media features (camera, media players, eBooks, and games) consume more power than its organizer features. If you spend a lot of time using the wireless and media features, keep an eye on the battery icon and charge when necessary.
- If you don't plan to use the wireless features on your smartphone for a while, turn off your phone (see Turning your phone on and off) and let all calls be picked up by voicemail.
- As with any mobile phone, if you are in an area with no wireless coverage, your smartphone searches for a signal, which consumes power. If you cannot move to an area of better coverage, temporarily turn off your phone. While your phone is off, you can continue to use your smartphone's nonwireless features.

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- Turn down the screen brightness (see Adjusting the brightness).
- Decrease the settings in Power Preferences and turn off Beam Receive (see Optimizing power settings).
- Turn off the Bluetooth® feature if you're not using it. See Connecting to a Bluetooth hands-free device.

Making your first call

BEFORE YOU BEGIN If **Phone Off** appears in the title bar, you need to turn on your phone (see Turning your phone on and off). If **No Service** appears in the title bar, you are outside a wireless coverage area. If you believe you are in a wireless coverage area and this problem persists, contact your wireless service provider for assistance.

1 Press **Phone** .
2 If prompted, press **Center** to turn off Keyguard (see Locking your keyboard (Keyguard) for more info).
3 If you haven't already activated your phone, follow your wireless service provider's activation steps before continuing.
4 Tap the onscreen **Dial Pad** to enter the number you want to call.

5 Press **Send** to dial.
6 After you finish the call, press **Power/End** to end the call.

DID YOU KNOW? You can also dial phone numbers with the number pad on the keyboard. See Dialing using the keyboard for details

Adjusting call volume

While a call is in progress, press the **Volume** button on the side of your smartphone to adjust the call volume.

CHAPTER
3

Your phone

The Phone application is your home base for making and receiving calls and for storing info about the people you need to stay in touch with.

You can creatively manage multiple calls, such as swapping between calls, sending text messages to ignored calls, and creating three-way conference calls. Your Palm® Treo™ 700P smartphone helps you perform all these tasks with ease.

And you can do more than manage your phone calls, too. You can send text messages, open applications, go to your favorite web pages, see your upcoming appointments, and even find out how many unread email messages you have.

Benefits

- Stay in touch—you choose how
- Save time with shortcuts to your favorite info
- Have fun: add wallpaper and ringtones

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Turning your smartphone on and off

NOTE Throughout this guide we use the term *smartphone* to describe your device and its physical aspects. We use the term *phone* to describe the feature of your smartphone that lets you connect to your wireless service provider's network to make and receive calls and transmit data.

The phone and the screen of your smartphone can be turned off and on separately. This means that you can wake up the screen to use just the organizer features of your smartphone, without turning on the phone. Also, when the screen is turned off, the phone can be on and ready for you to receive and make calls.

Waking up the screen

Wake up the screen and leave the phone turned off when you want to use only the organizer features of your smartphone; for example, when you're on a plane and want to look at your calendar.

1 Press and release **Power/End** to wake up the screen.

TIP You can also press any of the quick buttons or the **Applications** button to wake up your smartphone screen.

2 Press **Center** to turn off Keyguard. For more info about turning Keyguard on and off, see Locking your keyboard (Keyguard).

3 Press and release **Power/End** to turn off the screen.

TIP You can set how long the screen stays on. Press **Applications**, select **Preferences**, select **Power**, and then adjust the **Auto-off after** setting.

Turning your phone on and off

When your phone is on, it is connected to your wireless service provider's network (provided you are in a coverage area) so that you can make and receive phone calls and use wireless services, such as email, messaging, and the web browser. During initial setup, your phone is on by default, so you can use wireless services right away.

If you turn off your phone, you can still use the organizer features such as Contacts and Calendar, as well as the media features, such as the pTunes music application and Pics&Videos. This is sometimes referred to as *flight mode* and is ideal for airplane flights and maximizing battery life.

1 Wake up the screen.

2 Press and hold **Power/End** to turn on your phone.

> **TIP** If the Ringer switch is in the Sound On position, you hear a series of tones when you turn your phone on and off (see Silencing sounds).

When your smartphone locates a signal (provided you are in a coverage area), your wireless service provider's name and the **Signal Strength** icon appear at the top of the screen, indicating that you can use the phone and Internet features (if supported by the mobile network).

> **TIP** If you're outside a coverage area, **No Service** appears in the upper-left corner.

3 Press and hold **Power/End** again to turn off your phone. When your phone is off, **Phone Off** appears at the top of the Phone application screen and your smartphone is not connected to any mobile network. You can still use the nonwireless features of your smartphone, such as Contacts, Calendar, Tasks, and Memos.

Opening the Phone application

- Press **Phone** to open the Main View of the Phone application.

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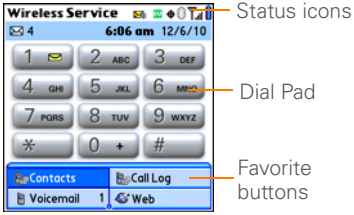

Making calls

Your smartphone offers several options for making calls. As you become familiar with your smartphone, you'll discover which method you prefer.

Dialing using the onscreen Dial Pad

1 Press **Phone** .

2 Enter the phone number by tapping the onscreen Dial Pad with the stylus.

3 Tap **Dial** or press **Send** to make the call.

TIP If you changed the wallpaper in the Main View of the Phone application (see Customizing the Main View in the Phone application), you can still access the Dial Pad. From the Main View of the Phone application, press **Send**, and then select **Dial Pad**.

DID YOU KNOW? You can paste numbers directly into the Dial Pad. Copy a number from another application and press **Phone** to switch to the Dial Pad. Open the **Edit** menu and select **Paste**. Press **Send** to dial.

Dialing using the keyboard

1 Press **Phone** .

2 Press the numbered keys to enter the phone number. (You don't need to press Option.)

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3 Press **Send** to make the call.

TIP You can also press **Center** on the 5-way to make the call.

Dialing by contact name

Before you can dial a call by contact name, you must create some contacts (see Adding a contact), or import them by synchronizing (see Synchronizing information—the basics).

1 Press **Phone**.
2 Select the **Contacts** favorite button.
3 Using the keyboard, just start entering one of the following for the contact you want to call:
   - First name (JOH for John)
   - Last name (SMI for Smith)
   - First initial and last name (JSM for John Smith)

For example, entering SM would display Smilla Anderson, John Smith, and Sally Martin. Entering JSM finds only John Smith.

Text appears here as you enter it

TIP To restart your search, press **Backspace** to delete letters you've entered. Or select **Cancel** to return to the Main View.

4 Select the *number* you want to dial.
5 Press **Send** to dial.

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DID YOU KNOW? If you want to be able to dial by entering a contact name in the Main View of the Phone application (instead of a phone number), you can change a setting to do that (see Customizing phone settings).

TIP To see more info for a contact, highlight the *name* and press **Center** on the 5-way to view the address, company, and other details.

Dialing with a speed-dial favorite button

Your smartphone comes with a few predefined speed-dial favorite buttons, but you can also create your own favorites. See Creating a speed-dial favorite button.

1 Press **Phone** .

2 Press **Down** ▼ to access Favorites.

3 Use the **5-way** to highlight the speed-dial favorite you want.

Look for the icon to distinguish a speed-dial favorite from other types of favorites.

TIP To view more favorite buttons, repeatedly press **Down** or **Right** on the 5-way to scroll to other Favorites pages.

DID YOU KNOW? If you select a contact from your Contacts list when you create a speed-dial favorite, you can see all the numbers for that contact. Highlight that contact's **speed-dial** favorite button and press **Space** on the keyboard.

4 Press **Center** to make the call.

Dialing from a web page or message

Your smartphone recognizes most phone numbers that appear on web pages or in text or email messages.

1 Select the phone number on the web page or in the message.

2 Press **Center** to open the Dial Number dialog box.

3 Select **Dial** to dial the number.

> **TIP** If you can't use the 5-way or stylus to highlight and dial a phone number on a web page or in a message, it means that your smartphone doesn't recognize the number as a phone number.

Redialing a recently called number

To dial the last number: From the Main View in the Phone application, press and hold **Send** to dial the last number you called.

To select from your most recently dialed numbers: From the Main View in the Phone application, press **Send** to open the Redial list, select the number you want to call, and then press **Send** again to dial.

To select from a chronological list of calls: Select the **Call Log** favorite button. You can also access the Call Log from the Main View in the Phone application by pressing **Send** and selecting **Call Log** from the Redial list.

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DID YOU KNOW? If an entry in your Call Log supports text messaging, you can send a text message to that number. Highlight the entry in your Call Log, open the **Record** menu, and then select **Message** to address a message to the selected number.

Receiving calls

To receive calls, your phone must be on. This is different from having only the screen turned on (see Turning your phone on and off). When your phone is off, your calls go to voicemail.

DID YOU KNOW? If music is playing and a call arrives, the phone rings softly. The music pauses automatically if you answer the call and resumes when you hang up.

TIP See a photo of the person calling you! Learn how to assign a caller ID photo in Assigning a caller ID photo.

To answer a call, do one of the following:

- Press **Send** .
- Select **Answer**.
- Press the **headset** button (if the headset is attached).

TIP The headset button may work differently on headsets other than the one provided with your smartphone.

To ignore a call, do one of the following:

Send the call to voicemail: Press **Power/End** or select **Ignore**.

Send the caller a text message: Select **Ignore with Text**. This option sends the call to voicemail and opens a text message addressed to the caller.

NOTE Sending text messages to land line phones may not be supported.

To silence the phone while it is ringing, do one of the following:

- Press any key on your smartphone except Send, Power/End, or the 5-way.
- Slide the **Ringer switch** to the **Sound Off** position. This immediately silences all system sounds, including the ringer.

DID YOU KNOW? When you silence the ringer while it is ringing, you can either answer the call or let it ring through to voicemail.

Using voicemail

Your wireless service provider service includes voicemail. Keep in mind that airtime and other charges apply when using voicemail from your smartphone.

Setting up voicemail

1. Make sure your phone is turned on (see Turning your phone on and off).
2. Press **Phone**.
3. Press and hold **1** or select the **Voicemail** favorite button to dial your wireless service provider's automated voicemail system.
4. Follow the voice prompts to set up your voicemail.

Voicemail notification

When you have a new voicemail message, you are notified with an Alert dialog box.

- To dismiss the Alert dialog box, select **OK**.
- To play the message, select **Listen**.

When you have messages that you have not listened to, a **Voicemail** icon also appears in the title bar of the Phone application. You can select this icon to listen to your voicemail.

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Listening to voicemail messages

1 Press **Phone** .

2 Press and hold **1** to dial the voicemail system, or select the **Voicemail** favorite button.

3 Enter your voicemail password using the keyboard.

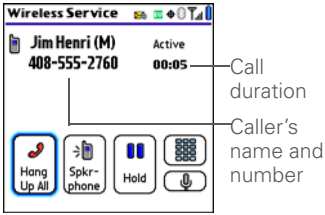
TIP Remember, you do not need to press Option to enter numbers, *, or # while on a call.

NOTE If you defined Extra Digits for the Voicemail favorite button (see Editing a favorite button for details), you can select this button to enter your password.

TIP If the voicemail icon stays in the title bar after you listen to your messages, you can clear the voicemail icon. Open the **Options** menu, select **Phone Preferences**, and then select **Clear Voicemail Icon**.

Managing active calls

When you make or receive a call, Active Call View appears.



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TIP If the screen dims during a call, press any key except Power/End to restore the screen brightness. Be careful not to press Power/End to restore the screen brightness because this ends the call.

DID YOU KNOW? You can set how long the screen stays at full brightness during phone calls. See Optimizing power settings for details.

Use the **5-way** or stylus to select the onscreen buttons.Here's what the buttons do:

Ends the call immediately. You can also press the headset button (if the headset is attached).

Turns on the speakerphone. When the speakerphone is on, you can take the smartphone away from your ear and use other features during a call. For example, you can check your calendar or look up contact info.

Turns off the speakerphone when it is on.

Replaces the Spkr-phone button when a Bluetooth headset is attached. Select this button to transfer the call from the Bluetooth® headset to the built-in earpiece.

Places the current call on hold.

Enables you to place another call while the first call is on hold. For information on handling a second incoming call, see Answering a second call (call waiting).

Opens the Dial Pad so you can manually dial additional numbers, such as an extension or a response to a voice prompt.

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Extra Digits — Dials any extra digits (such as a password or an extension) that you assigned to a favorite button. This button replaces the Dial Pad button during outgoing calls to numbers that include predefined extra digits. See Defining favorite buttons for information on defining extra digits.

Mutes the microphone so that you cannot be heard.

DID YOU KNOW? Do you accidentally press onscreen buttons when you're on a call? You can disable the screen's touch-sensitive feature during active calls; see Locking your screen.

Ending a call

Do one of the following:

- Press **Power/End**.
- Select **Hang Up All**.
- Press the button on the headset (if the headset is attached).

Switching applications during a call

You can use many other applications on your smartphone while holding a phone conversation, including the organizer and text messaging features. You cannot, however, make a data connection while on a call. This means that you cannot browse the web or send and receive email messages while on a call.

1. (Optional) If you want to continue talking while viewing another application, select **Spkr-phone** or connect a headset (see Using a phone headset).
2. Press **Applications**.
3. Select the icon for the application you want to open.
4. When you're ready to leave the app, press **Phone** to return to Active Call View.

TIP You can also press **Phone** to toggle between Active Call View and Main View in the Phone app, so you can access a favorite during a call.

Saving phone numbers

After you complete an outgoing call to a number that is not in your Contacts list, you are prompted to add the number to your Contacts list. You are also prompted to add new numbers from incoming calls with caller ID.

- To create a new contact entry for this number, select **Create a New Contact**, and enter the contact's info.
- To add this number to an existing contact entry, select **Add to a Contact**, and then select the contact. This pastes the number into the first available phone number field for that contact.
- To decline adding this number, select **Cancel**.
- To disable the Add New Number prompt, check the **Don't ask me this again** box.

> **TIP** You can turn the Add New Number prompt on and off. From the Main View in the Phone app, open the **Options** menu, and select **Phone Preferences**. To turn this option on, check the **Ask to add unknown phone numbers after calls** box. To turn this option off, uncheck this box.

If you don't add a number right away, follow these steps to add it later.

1. In the Call Log (see Redialing a recently called number), highlight the number you want to save.
2. Press **Menu** .
3. Select **Add Contact**.
4. Enter the information for the entry.
5. Select **Done**.

Making a second call

You can make a second call while your first call is still active.

1. Dial the first number and wait until the person answers.

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2 Select **Hold**.

3 Select **Add Call**.

4 Dial the second number using any of the methods described in Making calls.

5 When the **Dial another call** prompt appears, select **Yes**.

When two calls are active, Active Call View includes two status lines, each representing one of the calls.

DID YOU KNOW? When the second call is an outgoing call, you can conference the two calls, but you cannot swap between them.

When the second call is an incoming call, you can swap between the two calls, but you cannot conference them.

When two calls are active and you press **Power/End**, you hang up both calls. If the second call is an outgoing call, you can return to the first call by waiting for the person on the second call to hang up. If you accidentally hang up both calls, your smartphone automatically dials the number that was on hold.

Answering a second call (call waiting)

When you are on a call, you can receive a second call. When the second call comes in, you hear a call waiting tone and the Call Waiting dialog box appears. You can do any of the following to handle the second call:

- To place the current call on hold and answer the new call, press **Send** or select **Answer**.
- To send the new call to voicemail, select **Ignore**.

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- To send the new call to voicemail and send the caller a text message, select **Ignore with Text**.
- To hang up the current call and answer the new call, press **Power/End** .

After you answer a second call, you can switch between the original call and the second call by selecting **Swap**.

Making a conference call

When you are on a call and place a second outgoing call, you can join the two calls in a conference session, provided that the service is available in your area. Please contact your wireless service provider for more information. Additional charges may apply and minutes in your mobile account may be deducted for each call you place.

1 While the first call is active, place a second call.

2 Select **Conf**. This joins the two active calls in a conference session.

3 To end the conference, press **Power/End** to end all the calls.

DID YOU KNOW? Pressing **Send** during a conference call usually hangs up the second call. However, depending on your network connection, you may occasionally hang up the first call.

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Using Flash mode during a call

Flash mode enables you to manually manage your calls while one or more calls are active. This mode is often used during a conference call when one of the calls has ended but the other remains connected.

1 Press **Send** from Active Call View.

2 If the **Do you want to switch to Flash mode** prompt appears, select **Yes**.

3 While in Flash mode, do any of the following:

- If you have one active call and answer an incoming second call, press **Send** to swap between the calls.
- If you have one active call, to make an outgoing second call, dial the number using any of the methods described in Making calls.
- If you have one active call and place an outgoing second call, press **Send** after establishing a connection with the second party to set up a conference session using three-way calling.
- If you have two calls in conference, press **Send** to hang up one of the calls; you can then dial another number and place the new caller into the conference session.

4 To exit Flash mode and end all the calls, press **Power/End**.

Forwarding calls

You can forward calls to another phone number. Please check with your wireless service provider about availability and pricing of forwarded calls; call forwarding is not available in all areas, and additional charges may apply.

1 Press **Phone**.

2 Press **Menu**.

3 Select **Options**, and then select **Phone Preferences**.

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4 Select the **Call Forwarding** pick list and select the forwarding number.

NOTE If the forwarding number isn't in the pick list, select **Edit numbers**, and then select **New**. Enter a 10-digit forwarding number (without spaces), and then select **OK**. Now select the number from the **Call Forwarding** pick list.

5 Select **OK**.

6 Call your smartphone to confirm that call forwarding is active.

Defining favorite buttons

Your Treo smartphone provides 70 favorite buttons for quick access to the following common tasks:

- Dialing a phone number (speed dial)
- Accessing your Call Log
- Accessing the onscreen Dial Pad
- Opening an application
- Accessing a web page
- Addressing a text or email message
- Accessing voicemail (preset on your Treo smartphone)

Your wireless service provider may preset favorite buttons on your smartphone that

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are customized for their services, and you may not be able to edit or delete these preset favorite buttons. However, you can always customize the remaining favorite buttons to perform any of the supported tasks.

DID YOU KNOW? If you're upgrading from a previous Treo smartphone, your favorites may be transferred along with your other info. However, you may need to rearrange the order in which your favorites appear by opening the **Record** menu and then selecting **Edit Favorites Pages**.

DID YOU KNOW? You can assign a special ringtone for a contact. See Assigning a caller ID ringtone for details.

Creating a speed-dial favorite button

1 Press **Phone** .

2 Use the **5-way** to select a blank favorite button.

TIP If there are no blank buttons on the current Favorites page, press **Right** on the 5-way to scroll through the other pages. If all your favorites are full, you can delete a favorite to make room for a new one (see Deleting a favorite button).

3 Enter a label for the favorite:

- If the entry is for an existing contact, select **Lookup**. Start entering the last name of the contact, and select the contact when it appears in the lookup list.
- If the entry is for a new contact, enter the label, press **Down** ▼, and enter the number.

4 (Optional) Enter a **Quick Key**, which you can press and hold from the Phone application to instantly dial this speed-dial number.

5 (Optional) Select **More**, and then select advanced options:

Extra Digits: Defines additional digits to dial, such as a password or extension. To enter a one-second pause, insert a

comma between digits. To add a longer pause, enter more commas.

Dial Extra Digits Automatically: Dials predefined extra digits immediately after dialing the phone number, when checked.

6 Select **OK**.

Creating other types of favorite buttons

1 Press **Phone** .
2 Use the **5-way** to access Favorites.
3 Select a blank button.
4 Select the **Types** pick list and select **Call Log**, **Dial Pad**, **Application**, **Message**, **Email**, or **Web Link**.
5 Enter a label for the favorite and enter any other necessary information on the screen.
6 (Optional) Enter a **Quick Key**, which you can press and hold to open the favorite from the Phone application.
7 Select **OK**.

DID YOU KNOW? When creating a Message or Email favorite, you can enter multiple addresses; simply separate each address with a comma. This is an easy way to send messages to a group of people.

Editing a favorite button

1 Press **Phone** .
2 Use the **5-way** to access Favorites.
3 Highlight the favorite button you want to edit.
4 Press **Menu** .
5 Select **Edit Favorites Button** on the **Record** menu.
6 Make the desired changes. For example, you can add a Quick Key, which you can press and hold to instantly open the favorite from the Phone application.
7 Select **OK**.

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TIP You can also organize your buttons on various Favorites pages. Open the **Record** menu and select **Edit Favorites Pages**. Drag and drop the buttons into a new slot. To move a favorite to another page, drag the button onto the page icon at the bottom of the screen.

Deleting a favorite button

1. Press **Phone** .
2. Use the **5-way** to access Favorites.
3. Highlight the favorite button you want to delete.
4. Press **Menu** .
5. Select **Edit Favorites Button** on the **Record** menu.
6. Select **Delete**.
7. Select **OK**.

Using a phone headset

You can connect a phone headset for hands-free operation. If you need to use your phone while driving and this is permitted in your area, we recommend using a phone headset (wired stereo headset included) or a hands-free car kit (sold separately).

In addition to the stereo headset included with your Treo smartphone, your smartphone is compatible with the following types of headsets that are sold separately:

- Wired headsets with a 2.5mm connector (3-pin or 4-pin)
- Wireless headsets and car kits enabled with Bluetooth 1.1 or 1.2 wireless technology

TIP The headset designed for Treo 180/270/300 devices is not compatible with your Treo 700P smartphone.

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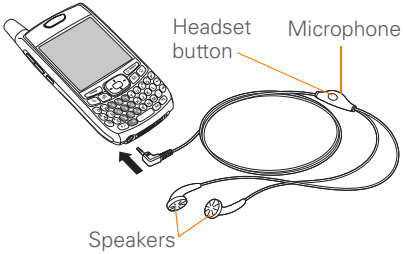
Check the specifications for your headset or car kit to confirm compatibility. When in doubt, ask the manufacturer if the product is compatible with Treo 700P smartphones. To find compatible hands-free devices, go to www.palm.com/treo700pcdma-mytreo.

NOTE You cannot use a headset with Bluetooth wireless technology to listen to music files.

TIP If you want to use a stereo headset with a 3.5mm connector to listen to music files, then you need to purchase a 2.5mm stereo adapter. Visit www.palm.com/treo700pcdma-mytreo for more info on audio accessories.

Using a wired headset



When using the headset that is included with your smartphone, you can press the headset button to perform any of the following tasks:

- Answer an incoming call
- Answer a call-waiting call
- Pick up a call that is on hold
- Switch between two calls (if the second call is incoming)
- Join two calls in a conference (if the second call is outgoing)
- Hang up all active calls

TIP The headset button may work differently on other headsets.

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Connecting to a Bluetooth hands-free device

KEY TERM **Partnership** Two devices—for example, your smartphone and a hands-free device—that can connect because each device finds the same passkey on the other device. Once you form a partnership with a device, you don't need to enter a passkey to connect with that device again. Partnership is also known as paired relationship, pairing, trusted device, and trusted pair.

Once you set up a partnership with a Bluetooth headset or car kit, you can communicate with that device whenever it is turned on and within range. Bluetooth range is up to 30 feet/10 meters in optimum environmental conditions. Performance and range may be reduced by physical obstacles, radio interference from nearby electronic equipment, and other factors.

TIP If you hear a headset buzz or experience poor microphone performance, your headset may be incompatible with your smartphone.

BEFORE YOU BEGIN Prepare your headset or car kit to accept a connection from another Bluetooth device. See the documentation that came with your hands-free device for instructions.

1 Press **Applications** and select **Bluetooth** or tap the **Bluetooth** icon in the title bar.

2 Select **Bluetooth On**.

3 (Optional) Enter a device name that identifies your smartphone when it is discovered by other Bluetooth devices.

NOTE Use the same device name for all your Bluetooth connections. If you change the device name, you need to recreate any partnerships you already created.

4 Select **Setup Devices**.

5 Select **Hands-free Setup**.

6 Follow the onscreen instructions to create a partnership with the specific hands-free device. When prompted, enter a passkey.

IMPORTANT Some hands-free devices have a predefined passkey; if so, you can find the passkey in the documentation for that device. Other devices provide a screen where you enter a passkey that you make up. In either case, you must use the same passkey on both your smartphone and your hands-free device. We recommend that where possible, you make up a passkey of 16 alphanumeric characters (letters and numerals only) to improve the security of your smartphone. The longer the passkey, the more difficult it is for the passkey to be deciphered.

7 After you finish setting up the device, select **Done** to return to Trusted Devices View.

NOTE For some car kits, you need to initiate a Bluetooth connection from your smartphone to complete the partnership process. To do this, highlight the car kit in Trusted Devices View, press **Menu** , and then select **Connect**.

8 (Optional) Enable advanced hands-free features by pressing the **multifunction** button (MFB) on the hands-free device.

You can tell the connection is successful when you see a light blue headset icon in the title bar of the Phone application. You can now use your smartphone with the Bluetooth hands-free device.

Using a Bluetooth hands-free device

After you create a partnership with your Bluetooth hands-free device and you turn it on within range (up to 30 feet/10 meters), your smartphone automatically routes all calls to the hands-free device instead of to the earpiece on your smartphone. When a call comes in, your smartphone rings and the hands-free device beeps. Even if you

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answer the call on your smartphone, the call goes to the hands-free device. If you prefer to route calls to the earpiece on your smartphone, you can change the settings on your smartphone to do this; see Customizing advanced settings for your hands-free device.

TIP If you're using a Bluetooth hands-free device and you want to return to the earpiece during a call, select **Cancel Bluetooth** in Active Call View. To return the call to the hands-free device, open the **Options** menu and select **Connect Bluetooth**.

The features of your hands-free device vary by model. Check the documentation for your hands-free device for details about these features. Your smartphone can support the following actions, provided that your hands-free device also supports them:

- Answer an incoming call
- Hang up a call and answer a call-waiting call
- Place a call on hold and answer a call-waiting call
- Hang up a single call
- Transfer a call from the earpiece on your smartphone to the hands-free device
- Ignore an incoming call
- Redial the last number you called from the hands-free device

DID YOU KNOW? If you have more than one Bluetooth hands-free device, the last one you connected to becomes the active device. To switch between devices, disconnect the active device before you try to connect to the other device.

Customizing advanced settings for your hands-free device

You can set whether your hands-free device automatically answer calls, provided the device supports this feature.

1 Press **Applications** and select **Prefs** .

2 Select **Hands-free**.

3 Do one of the following:

To send all calls to your hands-free device: Check the **Always route calls to handsfree** box. Select the **Auto answer** pick list and select whether you want your hands-free device to

CHAPTER
5

Your connections to the web and wireless devices

You use the web for many things: driving directions, shopping, news, web-based email. Now, with your wireless service provider's network and the built-in web browser, you can take the web with you almost anywhere.

The built-in Bluetooth® feature of your Palm® Treo™ 700P smartphone helps you easily set up wireless connections to a number of devices, so you can enjoy the convenience of cable-free connectivity. You can also use your smartphone to share contacts or your favorite photos with other people.

Benefits

- Carry the web with you
- Store web pages for offline viewing
- Connect to Bluetooth devices

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Web browser

The Blazer® web browser on your smartphone provides quick and easy access to web pages. You can view most sites you use on your computer, including those with security and advanced features, such as JavaScript and frames. To browse the web, you must activate data services from your wireless service provider.

DID YOU KNOW? You can visit secure websites. The security certificates and 128-bit Secure Sockets Layer (SSL) encryption let you browse secure sites, such as online shopping, banking, and email. Remember: Some secure sites also require specific browsers and may not work with the web browser application.

DID YOU KNOW? The web browser supports JavaScript, SSL strong encryption, and cookies, but does not support plug-ins (such as Flash or Shockwave) or Java applets.

Viewing a web page

The web browser uses patent-pending technology to optimize web pages for your smartphone. By default, the browser is in Optimized Mode, which reformats web pages into a single column and resizes images on your screen. This way, you can see most content without scrolling left or right.

DID YOU KNOW? You can send email from a web page on your smartphone. Email addresses appear as links on web pages. After you configure an email application on your smartphone, you can select an email address link to create a message to the selected address.

1 Make sure your phone is turned on (see Turning your phone on and off).

2 Press **Phone** and confirm that data services are available. You should see either the **1XRTT** 1X or **EVDO** EV icon in the title bar.

If you do not see a 1XRTT or EVDO icon, data services are not available in your current location and you cannot connect to the Internet.

3 Press **Applications** and select **Web** .

4 Enter a web page address (URL) in the **Address Bar** and select **Go**.

NOTE If you browse to a secure web page, a lock icon appears in the Address Bar.

5 Do any of the following to navigate within the web page:

View a page in wide layout format (as on your computer): Press **Menu**, select **Options**, and then select **Wide Page Mode**.

Scroll through the page: In Optimized Mode (the default format which is optimized for your smartphone screen), press **Up** ▲ or **Down** ▼. In Wide Page Mode, press **Up** ▲, **Down** ▼, **Left** ◀, or **Right** ▶ to scroll in all directions.

Follow a link to another web page: In Optimized Mode, highlight the link by pressing **Left** ◀ or **Right** ▶ and then press **Center** to go to the selected page. In Wide Page mode, use the stylus to select a link.

Submit a form: Enter the info and then select the onscreen button to submit the form. If the form doesn't have an onscreen button, press **Return**.

TIP To adjust the font size, open the **Options** menu and select **Font**. To fit more text on the screen, select **Small**. To make the text easier to read, select **Large**.

6 Use the **5-way** to access any of the following icons in the title bar:

	Goes to the previous web page.
	Goes to the next web page.
	Refreshes the page with the latest content from the Internet.
	Opens a list where you can select Fast Mode (no images or style sheets) or Normal Mode (with images and style sheets).

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Opens a dialog box where you can enter a web address you want to go to or view a list of recently viewed web pages.

Goes to your home page.

TIP To find a recent page or search, select the **Address Bar** pick list and select the item from the list.

TIP Want to get to the icons faster? Press **Space** to jump to the Address Bar and then press **Up** on the 5-way to scroll to the icons. You can also press **Menu** to access the same commands from the menus.

TIP You can customize the Fast Mode settings. See Customizing your web browser settings for details.

TIP Tap and hold the **Back** or **Forward** buttons or select these buttons with the **5-way** to pop up a list of sites you've visited.

Creating a bookmark

With bookmarks you can instantly access a web page without entering the address every time. The web browser can store up to 100 bookmarks or saved pages, allowing you to open your favorite web pages quickly. Note that a bookmark is different from a favorite (see Defining favorite buttons).

DID YOU KNOW? The predefined bookmarks take you to pages that are optimized for your smartphone.

1. Go to the page you want to bookmark.
2. Press **Menu** .
3. Select **Add Bookmark** from the **Page** menu.
4. (Optional) Change the entries in the **Name** and **Description** fields.
5. Select **OK**, and then select **OK** again.

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Saving a page

You can use the web browser to save a page for offline viewing, so you don't need a wireless connection to view it later.

1 Go to the page you want to save.
2 Press **Menu** .
3 Select **Save Page** from the **Page** menu.
4 Select **OK**, and then select **OK** again.

Viewing bookmarks or saved pages

Bookmarks and saved pages both appear in Bookmarks View. Saved pages are indicated by a small triangle in the upper-right corner of the bookmark.

DID YOU KNOW? You can make Bookmarks View the default view when you open the browser. Open the **Options** menu and select **Preferences**. Select the **Start With** pick list and select **Bookmarks**.

1 Select the **Bookmarks View** icon.
2 Select the bookmark or saved page you want to view.

TIP To go back to the last web page you viewed without selecting a bookmark, select **Page View**.

Editing or deleting a bookmark or saved page

1 From Bookmarks View, press **Menu** .
2 Select **Edit Bookmarks** on the **Bookmarks** menu.
3 Select the bookmark you want to edit or delete.

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TIP Your wireless service provider may preset bookmarks on your smartphone that are customized for their services. You may not be able to customize some of the preset bookmarks. If you can't edit, delete, or beam a bookmark, it is probably locked and these actions are prohibited.

4 Enter the desired changes.

5 Select **OK**.

Arranging bookmarks and saved pages

Bookmarks View includes ten pages for bookmarks so that you can arrange bookmarks and saved pages in a logical fashion. For example, you can store travel links on one bookmark page, stock links on another, and business links on a third page.

1 From Bookmarks View, press **Menu** .

2 Select **Edit Bookmarks** from the **Bookmarks** menu.

3 Enter a title for this page of bookmarks.

4 Use the stylus to drag and drop a bookmark into the desired slot. You can move a bookmark within the current page or move it to a different bookmark page by dragging and dropping it on the **Bookmark Page** icon.

5 Select **OK**.

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Downloading files from a web page

The web browser lets you download files that are recognized by one of the applications on your smartphone. When you download a file, you can open it in the application that recognizes the file. For example, download an MP3 file so you can listen to it later in the Pocket Tunes™ application. If a file is not recognized by any of the applications on your smartphone, you can download the file to an expansion card, but you cannot open it on your smartphone.

You can download files such as new applications, and choose to play or save music and video files in many popular formats—provided that the website permits the downloading of files:

Item	Supported File Types
Pictures	JPEG, WBMP, GIF, animated GIF
Videos	MP4, 3G2, ASF, WMV
Ringtones	MIDI, AAC
Music	MP3, WMA

TIP You can also access software and other downloads using the **Downloads** bookmark.

1. Go to the page with the link to the file you want to download.
2. Press **Left** ◀ or **Right** ▶ to highlight the link to the file, and then press **Center** ▭.
3. If prompted, select what you want to do with the file: **Play**, **Save To Device**, or **Save To Card**.
4. Select **Yes**.

TIP You can also save an image from a web page by tapping and holding it with the stylus.

Streaming files from a web page

The web browser lets you stream files that are recognized by one of the applications on your smartphone. For example, you can choose to play music and video files in many popular formats (MP3, WMA, WMV).

1. When the web browser recognizes streamed content on a web page, it displays a Play Play icon. To view or listen to the streamed content, select **Play** Play.

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TIP The web browser recognizes streamed content that is not supported by any of the applications on your smartphone, and it displays a **Media type not supported** message.

2 Once streaming begins, playback starts automatically. Use the following controls when viewing or listening:
   - Select return to the web page containing the streamed content.
   - Select or press **Center** to pause playback.
   - Select or press **Center** to resume playback after pausing.
   - A few seconds after playback begins, the toolbar is hidden and you can view the content on the full screen. Press **Up** ▲ or **Down** ▼ to display the toolbar; press **Up** ▲ or **Down** ▼ again to hide the toolbar again.
   - Press the **Volume** button on the side of your smartphone to adjust the volume.

Copying text from a web page

You can copy text from a web page and paste it into other applications.

1 Use the stylus to highlight the text you want to copy.
2 Press **Menu** .
3 Select **Edit**, and then select **Copy**.
4 Go to the app in which you want to paste the text and use the stylus or **5-way** to position the cursor where you want to paste the text.
5 Press **Menu** .
6 Select **Edit**, and then select **Paste**.

DID YOU KNOW? If the web browser does not recognize a phone number as dialable, you can copy the phone number (as text) and paste it into the Dial Pad (see Dialing from a web page or message).

Returning to recently viewed pages

The History list stores the addresses of the last 100 pages you visited. Items in the History list are sorted chronologically.

1 From Page View, press **Menu** .
2 Select **History** from the **Page** menu.

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3 Press **Down** ▼ to navigate through the list.

4 Select the web page you want to load.

Finding text on a web page

1 From Page View, press **Menu** .

2 Select **Find Text on Page** from the **Page** menu.

3 Enter the text you want to find.

4 Check or uncheck the **Wrap Search** box to indicate whether you want the search to wrap from the end of the page to the beginning when the end is reached.

5 Select **Find** to start the search.

Customizing your web browser settings

1 From Page View, press **Menu** .

2 Select **Options**, and then select **Preferences**.

3 Select **Page** and set any of the following preferences:

Start With: Determines which view appears when you open the browser.

Home Page: Sets the page that appears when you select .

Restore Default: Selects the original home page, if you changed it.

Show Address Bar: Sets whether the web address appears in Page View. When it is visible, you can select the pick list to go to a previously viewed page or enter a URL directly from Page View.

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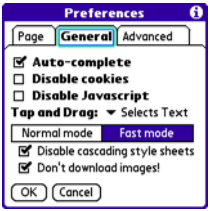
4 Select **General** and set any of the following preferences:



Auto-complete: Determines whether the web browser suggests text, based on your previous entries, when you begin entering info.

Disable cookies: Determines whether websites can store personalized info on your Treo smartphone. Some sites do not work properly if you select this option.

Disable JavaScript: Bypasses JavaScript elements on the web pages you view.

Tap and Drag: Determines whether dragging the stylus selects text or scrolls through the content of the page.

Normal mode/Fast mode: Determines whether you want to hide selected items so that web pages load faster. When you select Fast mode, you can set the following options:

Disable cascading style sheets: Determines whether style sheets are applied when you load a web page. When style sheets are disabled, pages download faster, but you may lose some of the formatting.

KEY TERM **Cascading style sheets** A method used to describe the presentation of a web page or document written in a markup language, such as HTML or XML.

Don't download images! Determines whether images appear when you load a web page. If you select not to view images, then web pages load faster. You can still see any image by tapping and holding the placeholder box on the web page.

5 Select **Advanced** and set any of the following preferences:

Set memory limit for storing pages: Sets the memory available for your

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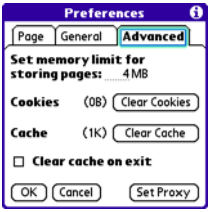
cache. Pages are cached so that they load faster the next time you view them.



Cookies: Indicates how much memory is being used by cookies. To free up this memory, select **Clear Cookies**.

Cache: Indicates how much memory is being used by your cache to store recent pages and history. To free up this memory, select **Clear Cache**.

Clear cache on exit: Determines whether the cache clears each time you exit the web browser.

Set Proxy: Sets up a proxy server to access the Internet. If your connection requires a proxy server, please contact your Internet service provider or IT administrator for this information.

6 Select **OK**.

Connections with Bluetooth devices

With your smartphone's built-in Bluetooth wireless technology, you can connect to a number of Bluetooth devices, such as a headset, car kit, printer, or GPS receiver, as well as to other smartphones and handhelds that are equipped with Bluetooth wireless technology. If your computer is enabled with Bluetooth wireless technology, you can also synchronize wirelessly or use your phone as a wireless modem.

You can create a list of Bluetooth devices that you trust to communicate with your Treo smartphone. When communicating with trusted devices, your Treo smartphone skips the discovery process and creates a secure link as long as the device is within range. Bluetooth range is up to 30 feet (10 meters) depending on environmental conditions, including obstacles, radio

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interference from nearby electronic equipment, and other factors.

When you configure a headset as described in Connecting to a Bluetooth hands-free device, the headset is automatically added to your trusted device list. Follow the steps in this section to add other devices to your trusted device list, such as a friend's handheld.

Requesting a connection with another Bluetooth device

1 Press **Applications** and select **Bluetooth** .

2 Select **Bluetooth On**.

3 (Optional) Enter a device name that identifies your smartphone when it is discovered by other Bluetooth devices.

NOTE Use the same device name for all your Bluetooth connections. If you change the device name, you need to recreate any partnerships you already created.

4 Select **Setup Devices**.

5 Select **Trusted Devices**.

6 Select **Add Device**. The Discovery icon appears, indicating that the discovery process is active.

7 Select the **Show** pick list and select **Nearby devices**.

8 If the device you want to add doesn't appear on the discovery results list, make sure that the other device is ready to receive a connection request (see the device's documentation), and then select **Find More** on your smartphone to search again.

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9 Enter the same passkey on your smartphone and on the Bluetooth device, and select **OK**.

IMPORTANT Some Bluetooth devices have a preset passkey; if so, you can find the passkey in the documentation for that device. Other devices provide a screen where you enter a passkey that you make up. In either case, you must use the same passkey on both your smartphone and the other Bluetooth device. We recommend that where possible, you make up a passkey of 16 alphanumeric characters (letters and numerals only) to improve the security of your smartphone. The longer the passkey, the more difficult it is for the passkey to be deciphered.

10 Select **Done**.

Accepting a connection from another Bluetooth device

TIP For the smartphone to be visible to Bluetooth devices, the Bluetooth setting must be set to On and visibility must be set to Visible or Temporary.

1 Press **Applications** and select **Bluetooth** .

2 Select **Bluetooth On**.

3 (Optional) Enter a device name that identifies your smartphone when it is discovered by other Bluetooth devices.

NOTE Use the same device name for all your Bluetooth connections. If you change the device name, you need to recreate any partnerships you already created.

4 Select the **Visibility** pick list and select one of the following:

Visible: Enables Bluetooth devices that are not on your Trusted Device list to request a connection with your smartphone. Your smartphone remains accessible to other devices until you

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turn this option off. After you're done using this setting, remember to change it back to Hidden.

TIP Use the Visible option only when you need your smartphone to be accessible for an extended period of time. For short term accessibility, use the Temporary option.

Temporary: Enables Bluetooth devices that are not on your Trusted Device list to request a connection with your smartphone during the next two minutes. Your smartphone reverts to the Hidden setting and becomes inaccessible to other devices after two minutes.

Hidden: Allows only devices with which you have previously formed a partnership to request a connection with your smartphone. New devices cannot request a connection.

5 Enter the same passkey on your smartphone and on the Bluetooth device.

IMPORTANT Some Bluetooth devices, such as headsets and GPS receivers, have a preset passkey; if so, you can find the passkey in the documentation for that device. Other devices provide a screen where you enter a passkey that you make up. In either case, you must use the same passkey on both your smartphone and the other Bluetooth device. We recommend that where possible, you make up a passkey of 16 alphanumeric characters (letters and numerals only) to improve the security of your smartphone. The longer the passkey, the more difficult it is for the passkey to be deciphered.

6 (Optional) Check the **Add to trusted device list** box if you want to form a partnership with the requesting device.

7 Select **OK**.

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Sending information with Bluetooth® wireless technology

The range of Bluetooth® wireless technology is up to 30 feet (10 meters) in optimum environmental conditions. Performance and range may be affected by physical obstacles, radio interference from nearby electronic equipment, and other factors.

Sending info over a Bluetooth wireless connection

In most applications you can send an individual entry or item such as a contact or a picture. You can also send all the entries in a category, such as all contacts in the Business category.

1 Press **Applications** and select **Bluetooth** .
2 Select **Bluetooth On**.
3 Open an application.
4 Select the entry or category you want to send. You cannot send an item that has a lock next to it.
5 Press **Menu** .
6 Select **Send** from the leftmost menu.
7 Select **Bluetooth**, and then select **OK**.
8 Select the receiving device(s) in the **Discovery Results** list, and then select **OK**.
9 Wait for a message to indicate that the transfer is complete before you continue using your smartphone.

Sending an app over a Bluetooth wireless connection

1 Press **Applications** and select **Bluetooth** .
2 Select **Bluetooth On**.
3 Press **Applications** .
4 Press **Menu** .
5 Select **Send** from the **App** menu.
6 Select the **Send From** pick list and select the location of the app you want to send: **Phone** or **<card name>**.

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7 Select the application you want to transfer. You cannot send an item that has a lock next to it.

8 Select **Send**.

9 Select **Bluetooth**, and then select **OK**.

10 Select the receiving device(s) on the Discovery Results screen, and then select **OK**.

11 Wait for a message to indicate that the transfer is complete before you continue using your smartphone.

Receiving info over a Bluetooth wireless connection

1 Press **Applications** and select **Bluetooth** .

2 Select **Bluetooth On**.

3 Select the **Visibility** pick list and select one of the following:

Visible: Enables Bluetooth devices that are not on your Trusted Device list to request a connection with your smartphone. Your smartphone remains accessible to other devices until you turn this option off. After you're done using this setting, remember to change it back to Hidden.

Temporary: Enables Bluetooth devices that are not on your Trusted Device list to request a connection with your smartphone during the next two minutes. Your smartphone reverts to the Hidden setting and becomes inaccessible to other devices after two minutes.

4 Use the other device to discover your smartphone and send information to it:

- See the other device's documentation to learn how to discover and send information over a Bluetooth wireless connection.
- If the **Ringer switch** is set to **Sound On**), your smartphone beeps to notify you of the connection, and then prompts you to accept the info. Select a category or expansion card to file the item. If you don't select a category, the item goes into the Unfiled category.

5 Select **Yes** to receive the information or **No** to refuse it.

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TIP The Device Name in the Bluetooth app is the name other devices with Bluetooth wireless technology see when they connect to your smartphone. The default name is the name you gave your device during setup. You can change this name if you want to.

DID YOU KNOW? When you receive an application over a Bluetooth connection, you can store the application on your smartphone or send it to an expansion card inserted into the expansion card slot.

Beaming information

Your Treo 700P smartphone is equipped with an IR (infrared) port so that you can beam information to another Palm OS® device with an IR port. The IR port is located on the top of your smartphone, between the antenna and the Ringer switch, behind the small dark shield.

TIP For best results, the path between the two devices must be clear of obstacles, and both devices must be stationary. If you have difficulty beaming, shorten the distance and avoid bright sunlight.

Beaming an entry

You can beam an individual entry or item such as a contact or a picture. You can also beam all the entries in the selected category, such as all the contacts in the Business or Family category.

TIP Beam your business card in two key presses: From the Main View in the Phone application, press **Menu**, and then press the **M** key.

1. Select the entry or category you want to beam. You cannot beam an item that has a lock next to it.
2. Press **Menu**.
3. Select **Record**, and then select one of the following:

   Beam: Sends an individual record.

   Beam Category: Sends all entries in the current category.

DID YOU KNOW? If you beam a bookmark or saved page from the web browser, it beams the URL, not the contents of that page.

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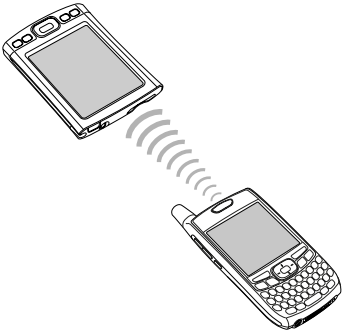
4 When the Beam Status dialog box appears, point the IR port on your Treo smartphone directly at the IR port of the receiving device.

5 Wait for the Beam Status dialog box to indicate that the transfer is complete before you continue using your smartphone.



Beaming an application

Not all applications can be beamed. A lock icon appears on the Beam screen next to applications that cannot be beamed.

1 Press **Applications**.

2 Press **Menu**.

3 Select **Beam** from the **App** menu.

4 Select the **Beam From** pick list, and select whether the application you want to beam is located on your Treo smartphone or on an expansion card.

5 Select the application you want to transfer.

6 Select **Beam**.

7 When the Beam Status dialog box appears, point the IR port on your smartphone directly at the IR port of the receiving device.

8 Wait for the Beam Status dialog box to indicate that the transfer is complete before you continue using your smartphone.

Receiving beamed information

1 Turn on your screen.

2 Select the beam command on the transmitting device.

3 Point the IR port on your Treo smartphone directly at the IR port of the transmitting device to open the Beam Status dialog box.

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4 When the Beam Status dialog box appears, select a category for the entry.

5 Select **Yes** to receive the information or **No** to refuse it.

TIP If you do not select a category upon receiving a beamed item, the item is placed in the Unfiled category.

TIP If you can't receive beamed information, make sure the **Beam Receive** option is turned on (see Optimizing power settings), and that you are not running a third-party application that disables beaming. If you still can't receive a beam, try a soft reset (see Resetting your smartphone).

DID YOU KNOW? You can store a beamed application on your smartphone, or send it to an expansion card inserted into the expansion card slot.

Synchronizing information—advanced

Changing which applications sync

By default, information from Calendar, Contacts, Memos, Pics&Videos, and Tasks is updated each time you synchronize your smartphone with Palm Desktop software or Microsoft Outlook. You can change which applications synchronize. For example, if you don't use the Memos application and you want to speed up synchronization, you can turn off synchronization for Memos.

TIP **Windows** If you set up your smartphone to sync with Outlook, you can learn how to change which applications synchronize, by doing the following: Click the **HotSync® manager** icon in the taskbar and select **Custom**. Select a conduit that syncs with Outlook, click **Change**, and then click **Help**.

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WINDOWS ONLY

1 Click **HotSync manager** in the taskbar in the lower-right corner of your screen.

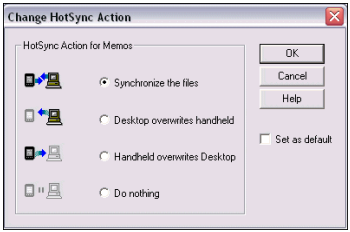
2 Select **Custom**.

3 Select your device name from the **User** list at the top of the screen.

4 Select the application for which you want to turn synchronization on or off, and then click **Change**.

5 Select **Synchronize the files** to turn on synchronization for an app.

Select **Do nothing** to turn off synchronization for an app that currently synchronizes (for example, to turn off synchronization for Memos if you do not use this app).



NOTE Select one of the two overwrite options if you want the information in one location (smartphone or computer) to completely replace the information in the other location for that app. For example, if the Calendar info on your smartphone is accurate but the info on your computer has become corrupted, select **Handheld overwrites Desktop** for the Calendar app to have your smartphone info replace your computer info. Note that "handheld" refers to your smartphone and "desktop" refers to your computer.

6 (Optional) Repeat steps 4 and 5 for each application for which you want to turn synchronization on or off.

7 Click **OK**, and then click **Done**.

TIP Windows To keep the current sync setting on an ongoing basis, check the **Set as default** box. If you do not check this box, the option you select applies only the next time you synchronize. Thereafter, info is updated according to the default setting.

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MAC ONLY

1 Double-click the **Palm Desktop** icon in the **Palm** folder.

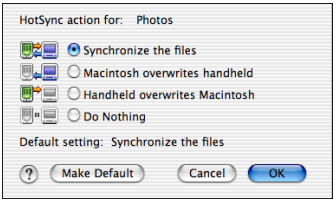
2 From the **HotSync** menu, select **Conduit Settings**.

3 From the **User** pop-up menu, select your device name.

4 Select the application for which you want to turn synchronization on or off, and then click **Conduit Settings**.

5 Select **Synchronize the files** to turn on synchronization for an app.

Select **Do nothing** to turn off synchronization for an app that currently synchronizes (for example, to turn off synchronization for Memos if you do not use this app).



NOTE Select one of the two overwrite options if you want the information in one location (smartphone or computer) to completely replace the information in the other location for that app. For example, if the Calendar info on your smartphone is accurate but the info on your computer has become corrupted, select **Handheld overwrites Macintosh** for the Calendar app to have your smartphone info replace your computer info. Note that "handheld" refers to your smartphone.

6 (Optional) Repeat steps 4 and 5 for each application for which you want to turn synchronization on or off.

7 Click **OK**, and then close the Conduit Settings window.

TIP Mac To keep the current setting on an ongoing basis, select **Make Default**. If you do not select this button, the option you select applies only the next time you synchronize. Thereafter, info is updated according to the default setting.

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Setting up a Bluetooth connection for synchronization

If your computer is enabled with Bluetooth wireless technology, you can synchronize wirelessly over a Bluetooth connection.

1 Press **Applications** and select **Bluetooth** .

2 Select **Bluetooth On**.

3 Enter a device name for your smartphone. This is the name that appears on the other Bluetooth device's screen when it connects to your smartphone.

4 Select the **Visibility** pick list and select **Visible** or **Temporary**.

> **TIP** After you form a partnership with a device, you can change the Visibility setting to Hidden. That way only devices with which you've already formed a partnership can find your smartphone. New devices cannot request a connection.

5 Select **Setup Devices**.

6 Select **HotSync Setup**.

7 Follow the onscreen instructions to create a partnership between your smartphone and your computer. In some cases you may need to perform setup steps on your computer before you can complete this step. Check your computer's documentation for specific setup instructions.

8 After you finish the HotSync Setup, select **Done** to return to Applications View.

You're now ready to sync your smartphone with your Bluetooth computer.

Synchronizing over a Bluetooth connection

When you synchronize using your smartphone's Bluetooth wireless feature, you don't need your sync cable. This is especially useful if you travel with a laptop enabled with Bluetooth wireless technology.

1 Press **Applications** and select **HotSync**.

2 Select **Local**.

3 Select the pick list below the HotSync icon, and then select the name of the PC you set up for Bluetooth synchronization (see Setting up a Bluetooth connection for synchronization).

4 Select the **HotSync** icon on your smartphone.

When synchronization is complete, a message appears at the top of your smartphone screen. Be patient; synchronization may take a few minutes.

Synchronizing over an infrared connection

BEFORE YOU BEGIN Your computer must include the following items:

- An enabled IR port and driver or have an IR device attached to it. Check your computer's documentation to see if it supports IR communication.
- HotSync manager must be active. On a Windows computer, you know HotSync manager is active when its icon appears in the lower-right corner of your screen.

When you synchronize using your smartphone's IR port, you don't need a

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cable. This is especially useful if you travel with an IR-enabled laptop.

WINDOWS ONLY

1 On your computer, click **HotSync manager** in the taskbar in the lower-right corner of your screen. Make sure that **Infrared** is selected.

2 On your smartphone, press **Applications** and select **HotSync**.

3 Select **Local**.

4 Select the pick list below the HotSync icon and select **IR to a PC/Handheld**.

5 Position the IR port of your smartphone within a few inches of the IR port of your computer.

6 Select the **HotSync** icon on your smartphone.

When synchronization is complete, a message appears at the top of your smartphone screen. Be patient; synchronization may take a few minutes.

MAC ONLY

1 Double-click **HotSync manager** in the Palm folder.

2 Click the **HotSync Controls** tab, and then select **Enabled**.

3 Click the **Connection Settings** tab, and then check the **On** box next to **IR port**.

4 Close the HotSync Software Setup window.

5 On your smartphone, press **Applications** and select **HotSync**.

6 Select **Local**.

7 Select the pick list below the HotSync icon and select **IR to a PC/Handheld**.

8 Position the IR port of your smartphone within a few inches of the IR port of your computer.

9 Select the **HotSync** icon on your smartphone.

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