BONUS SECTION!

18-page 2-color insert describes "must-have" Smartphone applications and where to find them

How to Do *Everything* with Your

Microsoft® Windows Mobile™ Smartphone

Transform your Smartphone into the ultimate communications, organizational, and time-management tool

Customize your Smartphone with add-on applications

Surf the wireless web, send and receive e-mail, play games, and much more

Jason R. Rich

Osborne

TEAM LinG

How to Do *Everything* with Your

Microsoft® Windows Mobile™ Smartphone

Jason R. Rich

McGraw-Hill/Osborne

New York Chicago San Francisco Lisbon
London Madrid Mexico City Milan New Delhi
San Juan Seoul Singapore Sydney Toronto

TEAM LinG

The McGraw-Hill Companies

Copyright © 2004 by The McGraw-Hill Companies. All rights reserved. Manufactured in the United States of America. Except as permitted under the United States Copyright Act of 1976, no part of this publication may be reproduced or distributed in any form or by any means, or stored in a database or retrieval system, without the prior written permission of the publisher.

0-07-226435-7

The material in this eBook also appears in the print version of this title: 0-07-225674-5.

All trademarks are trademarks of their respective owners. Rather than put a trademark symbol after every occurrence of a trademarked name, we use names in an editorial fashion only, and to the benefit of the trademark owner, with no intention of infringement of the trademark. Where such designations appear in this book, they have been printed with initial caps.

McGraw-Hill eBooks are available at special quantity discounts to use as premiums and sales promotions, or for use in corporate training programs. For more information, please contact George Hoare, Special Sales, at george_hoare@mcgraw-hill.com or (212) 904-4069.

TERMS OF USE

This is a copyrighted work and The McGraw-Hill Companies, Inc. ("McGraw-Hill") and its licensors reserve all rights in and to the work. Use of this work is subject to these terms. Except as permitted under the Copyright Act of 1976 and the right to store and retrieve one copy of the work, you may not decompile, disassemble, reverse engineer, reproduce, modify, create derivative works based upon, transmit, distribute, disseminate, sell, publish or sublicense the work or any part of it without McGraw-Hill's prior consent. You may use the work for your own noncommercial and personal use; any other use of the work is strictly prohibited. Your right to use the work may be terminated if you fail to comply with these terms.

THE WORK IS PROVIDED "AS IS." McGRAW-HILL AND ITS LICENSORS MAKE NO GUARANTEES OR WARRANTIES AS TO THE ACCURACY, ADEQUACY OR COMPLETENESS OF OR RESULTS TO BE OBTAINED FROM USING THE WORK, INCLUDING ANY INFORMATION THAT CAN BE ACCESSED THROUGH THE WORK VIA HYPERLINK OR OTHERWISE, AND EXPRESSLY DISCLAIM ANY WARRANTY, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. McGraw-Hill and its licensors do not warrant or guarantee that the functions contained in the work will meet your requirements or that its operation will be uninterrupted or error free. Neither McGraw-Hill nor its licensors shall be liable to you or anyone else for any inaccuracy, error or omission, regardless of cause, in the work or for any damages resulting therefrom. McGraw-Hill has no responsibility for the content of any information accessed through the work. Under no circumstances shall McGraw-Hill and/or its licensors be liable for any indirect, incidental, special, punitive, consequential or similar damages that result from the use of or inability to use the work, even if any of them has been advised of the possibility of such damages. This limitation of liability shall apply to any claim or cause whatsoever whether such claim or cause arises in contract, tort or otherwise.

DOI: 10.1036/0072256745

TEAM LinG

Dedication

This book is dedicated to my closest friends—Mark Giordani and Ferras AlQaisi, as well as Ellen, Sandy, Emily, and Ryan Bendremer.
(Welcome to the world, Ryan!)

TEAM LinG

About the Author

Jason R. Rich (www.JasonRich.com) is the best-selling author of more than 25 books on a wide range of topics. He's also a frequent contributor to numerous national magazines and major daily newspapers. He has been writing about computers and technology for more than 17 years.

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

Contents at a Glance

PART I **Get to Know Your Windows Mobile Smartphone**

1 Become Smartphone Savvy: Get Familiar with Your Phone 3
2 Select Your Service Provider 37
3 Make Contact with Your Smartphone 59
4 Explore the Wireless Web 79
5 Accessing Mobile Optimized Web Content Using Your Smartphone 101
6 Use Your Smartphone to Send and Receive E-mail 129

Part II **There's So Much More Your Smartphone Can Do**

7 Using ActiveSync with Your Smartphone 163
8 Further Enhance Your Smartphone's Functionality 183
9 Gain Remote Access to Your Desktop Computer 193
10 Stay in Touch with Contact Management and Scheduling Software 201
11 Take Advantage of Financial, Spreadsheet, and Database Management Tools 225
12 Word Processing Applications for Your Smartphone 243
13 PowerPoint Presentations on Your Smartphone 251
14 Tap the Power of Your Smartphone Overseas 269

TEAM LinG

Part III **Expand Your Smartphone and Maximize Its Potential**

15 Smartphone Fun and Games 287
16 Transform Your Smartphone into a Digital Music Player and eBook Reader 307
17 Accessorize Your Smartphone 325
Index 341

TEAM LinG

For more information about this title, click here

Contents

Acknowledgments xv
Introduction xvii

PART I **Get to Know Your Windows Mobile Smartphone**

CHAPTER 1 **Become Smartphone Savvy: Get Familiar with Your Phone . . . 3**
Discover What's Inside the Box You Bought 4
Ten Easy Steps to Get Started Once You've Purchase Your Smartphone 6
Find Your Way Around the Smartphone 7
Discover What the Buttons on Your Smartphone Actually Do 9
Discover the Built-In Functionality of Your Smartphone 12
Understand the Icons and Menu Options on Your Start Screen 12
mMode (AT&T Wireless Only) 13
Store Text and E-mail in Your Smartphone's Inbox 14
Your Smartphone Can Handle Your Outlook Contacts . . . 14
Enter Text into Your Smartphone 16
Browse the Web with Your Smartphone and Internet Explorer 22
Use ActiveSync to Transfer Data from Your Phone to Your PC 23
View Microsoft Office Documents on Your Smartphone Using OfficeOnline 24
See Whom You've Called from the Call History Screen . . 24
Store Your Important Info in an Organized Way Using File Manager 24
Communicate with Others Using Real-Time Text Messages with MSN Messenger 24
Use the Settings Option to Customize Your Smartphone . . . 25
Customize Your Smartphone's Home Screen 25

Gain Instant Access to Your Most Commonly Used Programs with the Favorites Manager 26
Reach Your Important Contacts Fast with Speed Dial 27
Manage the Data Stored on Your Phone with the SIM Manager 28
Maintain Your To-Do Lists with the Tasks Application . . . 28
View Multimedia Content on Your Smartphone's Screen with Windows Media 28
Explore the Online Community Known as Pocket MSN . . . 29
Discover How Your Phone's Resources Are Being Used with Resource Manager 29
Instantly Record Your Important Ideas Using Voice Recorder 29
Add Accessories to Your Smartphone to Enhance Its Functionality 30
Kick Back and Have Some Fun! Play Games on Your Smartphone 30
Customizing the Profile of Your Smartphone 31
Keep Your Smartphone Charged and Ready for Action . . . 35
Begin Using Your Smartphone Now 35

CHAPTER 2 **Select Your Service Provider** **37**
Choose the Perfect Voice/Data Service Plan for Your Needs 40
Choose the Best Strategy for Selecting Your Service Provider 42
Buy Your Phone and Establish Service for It 43
Understand the Service Plans Before You Sign On 44
Add a Data Plan to Your Voice Plan 45
Discover What to Look for in a Service Plan 48
Protect Your Investment 56
Start Making Contact 57

CHAPTER 3 **Make Contact with Your Smartphone** **59**
Make Your First Call 62
Hey, It Must Be for You…Answering a Call 64
Save a Phone Number 66
Add Personality to Your Phone with a Customized Ringer 69
Retrieve a Saved Phone Number 70
Utilize Your Phone's Calling Features 71
Add Photos to Your Caller ID 73

TEAM LinG

Use Your Smartphone's Speakerphone, Hands-Free, and Mute Features 74
Access Your Call Log (Call History) 76
Track Your Phone Usage 77
More Phone Features from Your Service Provider 77
Surf The Web When You're Not Talking 78

CHAPTER 4 **Explore the Wireless Web 79**
Tap the Power of the Internet from the Palm of Your Hand 80
Use the Favorites Menu to Reach Your Favorite Web Sites Quickly 82
Navigate Your Way Around Web Sites 87
Discover What Internet Explorer for Your Smartphone Has to Offer 90
Find What You Want and Need Online 90
Sometimes You Hit Rough Waters When Surfing 93
Go Beyond Internet Explorer with Add-On Browser Software 96
The Future of Smartphone Web Browsing Offers Limitless Potential 99
It's All About the Content 99

CHAPTER 5 **Accessing Mobile Optimized Web Content Using Your Smartphone 101**
Increase Your Productivity with the Wireless Web 103
Discover What's Available Online 104
Driving Directions and Maps 105
Movie and Entertainment Listings and News 106
News and Information 111
Online Auctions 115
Popular Companies 117
Telephone Directory Assistance 120
Traffic Information 121
Travel-Related Information 122
Weather 123
Tips for Accessing Non–Mobile Optimized Web Content 126

CHAPTER 6 **Use Your Smartphone to Send and Receive E-mail 129**
Access Virtually Any E-mail Account from Your Smartphone 130
Access Your Corporate E-mail Account(s) 131

TEAM LinG

Access Web-Based E-mail Accounts from Your Smartphone 136
Access Your America Online E-mail Account(s) 143
Use Your Smartphone's Inbox Application 143
Read and Manage Incoming E-mail with Inbox 143
Write and Send E-mails from Inbox 145
Use Inbox Speed Reader to Make Sending and Receiving E-mail Easier 147
Send and Receive SMS Text Messages 149
Compose and Send an SMS Text Message 149
Read SMS Text Messages 150
Communicate in Real Time with Instant Messaging 152
Use MSN Messenger from Your Smartphone 154
Instant Messaging Is Easy with IMOV Universal Mobile Messenger Software 159
Your Smartphone Can Do More Than Communicate 159

PART II **There's So Much More Your Smartphone Can Do**

CHAPTER 7 **Using ActiveSync with Your Smartphone 163**
Install ActiveSync onto Your Computer 165
Synchronize Data Between Your Smartphone and PC 167
Utilize Infrared and Wireless Synchronization 171
Synchronize with an Infrared Connection 171
Synchronize with a Wireless Connection 173
Install New Software onto Your Smartphone Using ActiveSync 173
Download and Install a New Smartphone Application 175
Explore What's on Your Smartphone Using ActiveSync 177
Delete Applications from Your Smartphone 177
Back Up Your Smartphone Using ActiveSync 179
Use ActiveSync to Perform a Manual Backup 179
Restore Your Data Using ActiveSync 180
Upgrade Your Smartphone's Software and Operating System . . . 180
Determine What Version of the Operating System Your Smartphone Is Running 181
Discover the Types of Software Available for Your Smartphone 182

CHAPTER 8 **Further Enhance Your Smartphone's Functionality 183**
Transform Your Smartphone into a Wireless Modem 184
What You'll Need to Get Online 185

TEAM LinG

Obtain and Install the MPx200 Software You Need to Use Your Smartphone as a Wireless Modem 186
Obtain and Install the Samsung i600 Software You Need to Use Your Smartphone as a Wireless Modem 187
Use Your Voice to Communicate with Your Smartphone 188
Protect Your Smartphone from Uninvited Users 191
Enable the Phone's Lock 191
Get the Most Out of Your Smartphone 192

CHAPTER 9 **Gain Remote Access to Your Desktop Computer 193**
Who Needs to Synchronize Remotely? 194
The Importance of Staying Synchronized 195
Back Up Data Using ALL-Backup 196
Office Online Keeps Information at Your Fingertips 197
Away from the Office? Wireless Sync Can Keep You in Touch .. 198
System Requirements for Wireless Sync 199
Your Smartphone Is More Than a Powerful Appointment Book 200

CHAPTER 10 **Stay in Touch with Contact Management and Scheduling Software 201**
Harness the Power of Microsoft Outlook 2003 203
Use Your Smartphone to Stay Organized 207
The Secrets of Effective Time Management 208
Take On Responsibilities 211
Synchronize Your Smartphone with Microsoft Outlook 211
Keep Track of Important Notes with SmartphoneNotes ... 213
Utilize Other Smartphone Applications to Organize Your Time and Information 216
Expand the Power of Your Smartphone with Power Calendar 216
Manage Your To-Do Lists with Power Tasks 219
Keep Track of Time with MobiTimer 221
To-Do Lists Made Easy with ListPro 222
Never Forget Important Passwords with eWallet 223
There's So Much More Your Smartphone Can Do! 224

CHAPTER 11 **Take Advantage of Financial, Spreadsheet, and Database Management Tools 225**
Manage Your Money Using Financial Applications on Your Smartphone 226
ALL-Calculator Smartphone Edition 227
Use Keep Track to Manage Expenses, Bills, and Receipts 228

TEAM LinG

Bills & Reminders Helps to Keep Your Finances in Order 229
Track Your Loans with Loan Manager 230
Managing Your Portfolio Is Easier When You Use Your Smartphone 231
Keep Track of Your Investments with Stock Manager 232
View Live Financial Data and Manage Your Portfolio with MarketWave 233
Tiny Stocks' Stock Manager Offers Big Features for Investors 234
Access and View Spreadsheet Data on Your Smartphone 235
RepliGo 2.0 Puts Excel Spreadsheets on Your Smartphone 235
Use ClearVue Worksheet to View Microsoft Excel Spreadsheet Data 238
Create a Customized Database Application with FoneDB 240
Utilize Your Smartphone's Full Potential 241

CHAPTER 12 **Word Processing Applications for Your Smartphone 243**
View Microsoft Word Files on Your Smartphone Using ClearVue Document 245
View Adobe Acrobat (PDF) Files on Your Smartphone Using ClearVue PDF 246
Transform Your Smartphone into a Text Editor with Vexxon File Editor Pro 247
Print Files from Your Smartphone Using Jetcet Print 248
Microsoft Office Really Does Fit in the Palm of Your Hand 249

CHAPTER 13 **PowerPoint Presentations on Your Smartphone 251**
Discover What Microsoft PowerPoint Can Do for You 253
Create a Compelling Presentation Using PowerPoint 253
Transfer Your PowerPoint Files to Your Smartphone 257
PowerPoint Presentations and Your Smartphone 260
Using the Pocket SlideShow Smartphone Software 260
Using the ClearVue Presentation Smartphone Software . . . 267

CHAPTER 14 **Tap the Power of Your Smartphone Overseas 269**
Use Your Smartphone Internationally 272
Smartphone Applications You Shouldn't Leave Home Without . . 273
Travel Dictionary 273
Instant Immersion Spanish Phrases 274
2004 Terrorism Travel Guide 274

TEAM LinG

Fizz Traveler 275
John Cody's SmartTIP 276
ListPro 277
Mobile Optimized Web Sites for Travelers 278
Sabre Virtually There 278
Switchboard 279
Fodors.com 280
BostonCoach 280
ClubFONE Nightlife Guide 280
Fidelity Anywhere 281
Keep Your Smartphone Charged While Overseas 282

PART III **Expand Your Smartphone and Maximize Its Potential**

CHAPTER 15 **Smartphone Fun and Games 287**
Let the Gaming Begin! 288
Check Out the Growing Library of Smartphone Games Available 290
Bejeweled 290
Cubis 290
Blackjack SP 291
Checkers for Smartphone 292
IntelliGolf for Smartphone: Birdie Edition 293
Lemonade Tycoon 296
PocketGrandMaster for Smartphone (Chess) 297
Pock-Man 298
Pocket Stars 298
Smartpong 2 299
Trivial Pursuit 300
Transform Your Smartphone into a Digital Photo Album 301
SplashPhoto 302
Customize Your Smartphone's Home Screen 303
Expand Your Smartphone with Accessories and Peripherals 305

CHAPTER 16 **Transform Your Smartphone into a Digital Music Player and eBook Reader 307**
Transform Your Smartphone into a Powerful MP3 Music Player 308
Start Listening to Music on Your Smartphone 309
Create and Manage Your MP3 and WMA Music Library 311
Transfer Music Files to Your Smartphone 311
Listen to Audio on Your Smartphone 314
Download Music from the Internet 316
Create Your Own MP3 Files from Your Existing Music Library 318

TEAM LinG

Listen to Audio Books and Other Content Using Your Smartphone 318
Transform Your Smartphone into an eBook Reader 320
Read eBooks with the Tiny eBook Reader Software 320
Use DataViewer to Read a Wide Range of eBook Content 322
Your Smartphone Can Even Display the Bible 323
New Content Is Always Being Made Available 323

CHAPTER 17 **Accessorize Your Smartphone 325**
Dozens of Smartphone Accessories Are Available 327
Bluetooth-Compatible Accessories 327
Use a Case to Protect Your Smartphone 327
Chargers and Power Adapters 328
Digital Cameras 328
Power Up with Extra Batteries 329
Avoid Getting Lost with a GPS Receiver 329
Portable Keyboards 330
SD Memory Cards 330
Enjoy Your Music with Stereo Headphones 332
Telephone Headsets Make Chatting on the Phone More Convenient 332
Sync Up with a USB Cable 334
Look, No Hands! Add a Vehicle Hands-Free Kit to Your Car 336
Find the Best Accessories for Your Smartphone 336
Discover the Power of Bluetooth 339

Index 341

TEAM LinG

Acknowledgments

Thanks to everyone at Osborne/McGraw-Hill, particularly Megg Morin, Agatha Kim, Julie Smith, and Roger Stewart, for inviting me to work on this project and allowing me to spend several months playing with the latest Smartphone technology in order to write this book.

Thanks also to Josh Kerwin at Waggener Edstrom Public Relations, Jason Gordon at Microsoft, and to the rest of the folks at Microsoft, Motorola, Samsung, AT&T Wireless, Verizon Wireless, and all of the other companies involved in bringing the various Smartphones to market.

On a personal note, my love and gratitude goes out to my family, as well as to Mark Giordani, Ferras AlQaisi, and the Bendremer family for their endless support.

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

This page intentionally left blank

TEAM LinG

Introduction

There are two age-old adages that hold true in today's business world. First, "Knowledge is power!" and second, "It's all about who you know." Lately, however, being able to achieve success is not just about knowing the right people. It's also about being able to get in touch with the people you need to reach when they're needed and for you to be reachable at the precise time you're needed. When contact is made, having the right information readily at your fingertips is critical.

People who have the most knowledge and information available to them are at an advantage in today's business world. Likewise, those people who know how to obtain the information they need, then communicate it effectively the moment that information is needed, have an even greater edge. Knowing how to utilize information and communicate effectively in today's fast-paced, deadline-oriented, cut-throat business world are two skills that set successful people apart from the rest.

If you consider yourself to be one of those smart people who strive to be as productive and organized as possible, *and* you pride yourself on your ability to communicate, then perhaps you need the ideal communications and productivity tool—a Smartphone.

Over the years, a range of technologically based tools have been developed to make communications and data management not only easier, but also available to people virtually anywhere. That's the power of wireless voice and data communications.

The concept of someone being "out of the office" or "unreachable" is no longer a valid excuse for not being available to your business associates, customers, clients, friends, relatives, and acquaintances at the exact moment you're needed.

The technology we all use to communicate is changing extremely rapidly. These days, having a run-of-the-mill cell phone isn't enough to keep you on the cutting edge in the business world. To meet the ever-increasing demand business people have for new technology that keeps them connected, a new breed of communications device has been developed. Smartphones are revolutionizing

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

the way people communicate, manage data, organize their lives and handle their day-to-day activities.

How to Do Everything with Your Microsoft Windows Mobile Smartphone is all about helping you harness the incredible power of these new devices by allowing you to easily incorporate a Smartphone into your personal and professional life, starting immediately.

This book will not only get you up and running with your new Smartphone, it'll focus heavily on customization. You'll soon learn how to add the specific software applications you need to your new Smartphone in order to truly maximize its functionality.

Using a Smartphone as a tool in your life, you'll soon be able to:

- Communicate better with coworkers, clients, customers, friends, family, and acquaintances
- Better manage your schedule, to-do lists, and appointments
- Improve your productivity and stay more organized
- Manage your personal and business contacts
- Gain access to your personal and/or business email from virtually anywhere
- Access important information and data from the Internet
- Carry important data from your desktop computer with you anytime and anyplace without lugging around your laptop computer
- Better enjoy your downtime by using your Smartphone to listen to music and/or play games

NOTE

There are many different types of Smartphones, personal digital assistants, cell phones, wireless Internet devices, two-way pagers, and Pocket PC units currently on the market. This book focuses primarily on Smartphones that run using the Windows Mobile operating system, including the Motorola MPx200 and the Samsung i600. Throughout 2004 and 2005, many additional devices that fit into this Smartphone category will be released in America, Europe, and Asia (and in other countries throughout the world). To learn about the different Smartphone devices currently available throughout the world, point your computer's web browser to: www.microsoft.com/ windowsmobile/ buyersguide/buy/sp/default.mspx.

TEAM LinG

Even if you've already read the owner's manual that came with your Smartphone, chances are you haven't even begun to tap the surface of what these powerful little devices are capable of. This book will help you better understand what your Smartphone can actually do, starting right now. You'll also learn how to integrate this powerful new technology into your life by totally customizing your device with optional software applications, peripherals, and accessories.

From this book, you'll discover how to tap the power of the Internet from your Smartphone and utilize a wide range of wireless applications and "Mobile Optimized" websites that can truly make your life easier, more productive, and more fun.

NOTE

As you'll discover from Chapters 4 and 5, a "Mobile Optimized" website is a site designed specifically for use with a Smartphone or other handheld wireless Internet device. These websites sites take into account the small screen size of these devices, plus are designed for quick downloading.

While a very basic understanding of cell phones and the Windows operating system for a PC will be helpful, this book will walk you through everything you need to know using easy-to-understand, step-by-step directions. In other words, you don't need to be a computer guru to get the most out of your Smartphone.

NOTE

Chances are, in your day-to-day life, you won't need to tap all of the features your new Smartphone offers. By understanding what it's capable of and how it can be fully customized, however, you'll be in a much better position to make this an indispensable tool in your everyday life, using only the functions you most need or want.

What This Book Offers

How to Do Everything with Your Microsoft Windows Mobile Smartphone starts off as an informative "how to" guide for choosing the best Windows Mobile-based Smartphone device to meet your needs. Other topics this book delves into include:

- How to get your Smartphone up and running (Chapter 1)
- Selecting the best voice and data service and service provider (Chapter 2)
- Making calls with your Smartphone (Chapter 3)
- Exploring the wireless web using the Smartphone's built-in browser and the wireless Internet (Chapter 4)

TEAM LinG

- Accessing "Mobile Optimized" websites using your Smartphone (Chapter 5)
- Using your Smartphone to send and receive email, SMS Text Messages and Instant Messages (Chapter 6)
- Utilizing ActiveSync to transfer information and data between your computer and your Smartphone (Chapter 7)
- Using your Smartphone as a wireless modem in conjunction with your computer, plus controlling your Smartphone using the Voice Command software (Chapter 8)
- Synchronizing data with your computer using the Internet (Chapter 9)
- Managing your contacts and scheduling with your Smartphone (Chapter 10)
- Financial tools and database applications for your Smartphone (Chapter 11)
- Accessing Microsoft Word documents and other text on your Smartphone (Chapter 12)
- Viewing PowerPoint presentations on your Smartphone (Chapter 13)
- Using your Smartphone overseas (Chapter 14)
- Smartphone fun and games (Chapter 15)
- Transforming your Smartphone into an MP3 player and eBook reader (Chapter 16)
- Adding accessories and peripherals to your Smartphone (Chapter 17)

There are dozens of third-party software applications you can add to your Smartphone (usually for a small fee) that vastly enhance the functionality of your device. There are also accessories and peripherals you can add to further enhance the power and capabilities of these devices, plus there are an ever growing number of websites designed specifically for the small screens of the Smartphones that allow you to tap into a vast amount of information on the Internet.

From this book, you'll learn exactly what's available in terms of Smartphone technology, software, applications, peripherals and accessories. You'll discover how and why you should incorporate these tools into your life, then obtain step-by-step directions on exactly how to do this as quickly, inexpensively and easily as possible.

TEAM LinG

To bring important Smartphone-related information to your attention, be on the lookout for "Tips" and "Notes" throughout this book. Also, to help you understand how other people around the world are using their Smartphones, you'll find "Voices from the Community." These short interviews feature normal people discussing what they love about their Smartphones. Finally, in the "Spotlight" section, you'll discover even more ways to transform your Smartphone into a tool that can help keep you entertained.

Who Should Read This Book?

How to Do Everything with Your Microsoft Windows Mobile Smartphone was written for anyone who wants to incorporate this type of wireless communications technology into their lives. It's ideal for people who have already purchased a Windows Mobile-based Smartphone and who are looking to get the most out of their investment by truly understanding and customizing their device to meet their needs.

Yesterday's Science Fiction Is Today's Reality

Back in the mid-1960s, the television show *Star Trek* premiered. It was a science fiction program, about a crew aboard a starship that went on constant adventures "exploring strange new worlds, seeking out new life and civilizations, and boldly going where no man had gone before." Well, assisting Captain Kirk and his crew during their trek across space were then fictional technological devices, like communicators and tricorders.

Today, some forty plus years later, Microsoft Windows Mobile compatible Smartphones look very similar to those *Star Trek* communicators and function in much the same way. Plus, when you add the wireless data communication capabilities to these devices (as well as GPS), they also function a lot like those tricorders from *Star Trek*.

While we may not be communicating with aliens just yet, yesterday's science fiction has had a tremendous impact on today's reality in terms of the design and functionality of the technology we now use.

Once you begin incorporating Smartphone functionality and technology into your own life, you may not be fighting off Klingons or Romulans, but you will find yourself more productive, better organized, more easily reachable, and able to access important information and data that you need, virtually anytime and anywhere.

TEAM LinG

What's A Smartphone?

Imagine a wireless communications device that offers all of the popular digital PCS cell phone features you'd ever want or need, like a speaker phone, Caller ID, call waiting, voice mail, conference calling (three-way calling), the ability to store a vast phonebook of contacts, and the ability to manage your incoming and outgoing call logs. Cell phones with these functions aren't anything special. But this is just the beginning of what Smartphones are capable of.

Instead of just storing dozens of phone numbers in their own built-in digital phone book (like most cell phones), Microsoft Windows Mobile compatible Smartphones allows you to synchronize data with Microsoft Outlook, so all of the related data stored on your PC can now easily be "synched" (transferred) to your handheld device using a program called ActiveSync (supplied with your Smartphone). This includes, contact names, addresses, phone numbers, email addresses, appointments, to-do lists, and other important data.

In addition to working as a fully-featured cell phone, Smartphones are also wireless Internet devices, capable of surfing the web, plus sending and receiving email. You can also send and receive instant messages using popular services, like MSN Messenger, or utilize Short Message Service (SMS), which is compatible with many popular cell phones.

Smartphones are also customizable and expandable. It's possible to add dozens of different software packages and peripherals to dramatically increase functionality. So, with a relative ease, you can fully customize your device to handle applications never before possible with a basic cellular phone or wireless data device.

The following is a partial list of the functions a Windows Mobile Smartphone is capable of. As you read this list, think about how you'd utilize these functions and communications capabilities in your own life.

Some of the functionality you can expect from your Smartphone includes:

- A fully featured cellular voice communications tool, with all of the features found in typical cell phones (Caller ID, three-way calling, call waiting, built-in phone directory, customizable ringers, etc.)
- Wireless Web surfing—access hundreds of specialized 'Mobile Optimized' websites that allow you to check news, weather forecasts and sports scores; track packages; look up phone numbers; get driving directions to any destination; obtain stock quotes and manage your portfolio; and get movie listings, etc. While these websites are designed for the smaller screens of Smartphones, you can also use the scaled-down version of the Microsoft Explorer web browser built into the phone to access almost any website.

TEAM LinG

- Sending and receiving email
- Text messaging (similar to two-way paging)
- Instant messaging using MSN Messenger
- The ability to transfer and synchronize data from Microsoft Outlook on your PC directly with your Smartphone. This gives you access to all of your contacts (names, addresses, phone numbers, email addresses, etc.) right on your phone
- Appointment, scheduling, and to-do list management
- Built-in calculator
- Voice recorder (for dictation)
- Windows Media (MP3 music and video player)
- The ability to access and view Microsoft Word, Excel, and PowerPoint documents and files using your Smartphone
- The ability to add a wide range of optional software and peripherals

NOTE

As the time this book was written, a handful of new Smartphone models had been announced. These new devices, like the Motorola MPx100 and MPx220, for example, were slated for release in late-2004 or in 2005. They will offer added functionality, such as Bluetooth compatibility and a built-in digital camera.

Smartphone technology is relatively new. As a result, various companies that offer these devices define them differently. Since this book is all about Smartphones compatible with the Windows Mobile operating system, here's how Microsoft's website (www.microsoft.com) describes these wireless communications devices:

"Microsoft Windows Mobile software for Smartphones opens a new chapter in mobile phone technology by combining the best of mobile voice and data communications with the best of personal information management software…. Windows Mobile introduces an entirely new mobile phone experience through the integration of smart software and small, stylish handsets….Included with Windows Mobile software are all the multimedia features today's consumers expect, including instant messaging, the ability to send and receive photos, and Windows Media Player, which lets users listen to music and view videos. Windows Mobile

TEAM LinG

software is also a great platform for games…Above all, Windows Mobile software is simple to use."

NOTE

What really sets Windows Mobile-based Smartphones apart is their ability to be operated using one-hand in order to access and use the devices' most popular functions and features. This makes it easy to access the information you want and to utilize the phone's functionality while on the go (like while you're driving, for example). By adding the optional Microsoft Voice Command software (described later in this book), your Smartphone can be controlled almost entirely using your voice to execute commands, launch applications, and handle many Smartphone-related tasks.

Smartphone Versus Pocket PC Phone Edition—What's The Difference?

For years, Microsoft has also offered Pocket PC technology. These are hand-held personal digital assistant devices (PDAs), some of which now utilize the Windows Mobile software and have built-in phone and wireless data functionality. These devices are also extremely powerful and are categorized as Pocket PC Phone Editions.

The biggest difference between Pocket PC Phone Edition devices and Windows Mobile Smartphones is that the Pocket PCs typically have larger screens (with touch screen capabilities), and in some cases, feature some type of small, built-in keyboard.

Pocket PC Phone Edition devices are designed primarily for two-handed operation. Otherwise, much of the functionality is the same. The Pocket PC Phone Editions are also similar to the Palm-OS based Smartphones, like the popular Treo 600 (which also requires two hands to fully utilize).

Fully Integrated Functionality in the Palm of Your Hand

As you're about to discover, the Windows Mobile operating system is powerful. Most people won't need all of the features and functionality these devices offer, but as you become more proficient using the device and it becomes an important productivity tool in your everyday life, you will find new and innovative ways to tap the power of what your Smartphone has to offer.

TEAM LinG

Benefit Greatly By Allowing a Smartphone Into Your Life

If you already carry around a cell phone, two-way text pager, MP3 player, appointment book, personal digital assistant (PDA), digital camera, cassette recorder (for dictation), a phone directory, and/or a map to help you navigate from place to place when you're driving, all of these items can now be replaced with one powerful handheld device.

Define Your Own Smartphone Needs

All Smartphones offer similar functionality, but they're not all alike. This book focuses on Smartphones that utilize the Microsoft Windows Mobile operating system. These phones have been developed by several different phone manufactures (like Motorola and Samsung) and each offers a unique design, plus features that set them apart. Furthermore, the various Smartphones are compatible only with certain cellular and wireless data service providers (such as AT&T Wireless, Verizon Wireless, Sprint PCS, Cingular, T-Mobile, etc.), and each of these service providers make different features and functions available to the phone at different price points, based upon the service plan you choose and the contract you sign with the service provider.

NOTE

Typically, you'll need to make a one or two year commitment with a service provider, although you can change service plans during that time as long as you stay with that provider. Choosing the best wireless voice and data service provider is covered in Chapter 2.

Many Technologies Offer Similar Functionality

When you go to any cellular phone store, kiosk at the mall, or a consumer electronics store (like Best Buy, Circuit City or Radio Shack), you'll see an assortment of Smartphones available. As you begin to shop around, you'll quickly discover several distinct categories of Smartphones, each of which utilizes a different operating system.

If you're familiar with desktop computers, you probably know that PC-based desktop computers often operate using Microsoft Windows, while computers manufactured by Apple Computer, Inc., for example, operate using a totally different operating system. PC-based computers and Apple computers can be

TEAM LinG

used to handle virtually all of the same computing applications, but the look of the screens, the user interfaces, and the commands used to make things happen are somewhat different.

This same concept holds true with Smartphones, because there are many different companies manufacturing Smartphones that use different operating systems. They all pretty much run the same types of applications, only they handle them differently. The following is a rundown of the types of Smartphones available that run under the various operating systems.

Windows Mobile Smartphones

Windows Mobile Smartphones are sleekly shaped devices designed primarily for one-handed use that offer voice and data communication from the palm of your hand. It's these devices that this book primarily focuses on. Smartphones that run using the Windows Mobile operating system (http://www.microsoft.com/windowsmobile) offer a strong similarity to desktop computers running Windows XP, for example, so you'll find many of the commands and icons to be similar.

Pocket PC Phone Edition Smartphones

Pocket PC Phone Edition devices also utilize the powerful Windows Mobile operating system (http://www.microsoft.com/windowsmobile), but they're larger, have a touch screen, look more like traditional PDAs, often have some type of built-in alphanumeric keyboard, and they're designed primarily for two-handed operation.

Palm OS-Based Smartphones

PalmOne (www.palmone.com) is the current industry leader when it comes to developing and marketing handheld personal digital assistants (PDAs) that offer a wide range of functionality and expandability. This company also offers several devices that nicely combine PDA technology with cell phone and wireless data technology. The Treo 600 is an example of these all-on-one Smartphone devices that use the popular Palm-OS operating system. This operating system looks and functions differently than the Windows Mobile operating system.

Blackberry

Blackberry devices (www.blackberry.com), developed by Research In Motion Limited (RIM), started out as souped-up two-way text pagers and have quickly evolved into Smartphones being used primarily by corporate America. They're

TEAM LinG

highly functional, sleek, and use a proprietary operating system. These are primarily voice and data communication devices with some PDA functionality and a vastly smaller library of add-on software packages and applications available for them.

Choosing the Perfect Smartphone to Meet Your Needs

Before running out and purchasing a Smartphone, think about what you'll be using it for. Later in this book, you'll learn more about specific Smartphone functions, plus learn how to choose the right service provider to meet your needs. Ultimately, your goal should be to choose a Smartphone that meets the needs you have right now in your personal and professional life.

Ideally, you also want a device that you will be able to upgrade and/or expand later in order to adapt to changes in your life and new software/technology developments.

TIP

It's important to choose a Smartphone not based on its flashy look or the fancy bells and whistles it offers, but based on how it can immediately fulfill your needs. Take another look at the list of functions Smartphones are capable of and determine which of these is truly important to you.

Knowing what you want and need a Smartphone for and developing a better understanding of what the technology actually offers (which is what this book will help you do), will allow you to choose a specific Smartphone device that's perfect for you. For more information, you can also visit the websites described throughout this book and/or visit a Smartphone retailer to see the various units first hand.

TIP

At the time this book was written, the two most popular Smartphones in the U.S. were the Motorola MPx200 and the Samsung i600. The Motorola MPx100 and MPx220, for example, were expected to be released in late-2004 or early-2005. Overseas, however, a much wider selection of Smartphone models is now available. To take advantage of the advanced features the Smartphones available overseas offer (such as Bluetooth compatibility), some U.S.-based users choose to purchase their GSM compatible Smartphone overseas (via the Internet), then purchasing a SIM card and service contract from a U.S.-based service provider for their voice and data service. While you'll initially pay substantially more for the Smartphone itself, you'll have a greater choice of U.S.-based service providers you could use for your service, because you can sign up with any provider that supports GSM phones.

TEAM LinG

This page intentionally left blank

TEAM LinG

Part I

Get to Know Your Windows Mobile Smartphone

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

This page intentionally left blank

TEAM LinG

Chapter 1

Become Smartphone Savvy: Get Familiar with Your Phone

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

How To…

- Get your Smartphone up and running
- Learn the basic functionality of your Smartphone
- Understand what's on the Windows Mobile Welcome screen
- Discover what the icons and menu options mean
- Begin personalizing your Smartphone
- Back up and protect your data

Congratulations on purchasing your Windows Mobile Smartphone. No matter which phone model you've acquired, you're about to discover exactly how to get your phone up and running quickly so you can take full advantage of the powerful features it offers and incorporate this new device into your daily life.

While there are a growing number of Windows Mobile Smartphone devices on the market—such as the Motorola MPx200 and MPx100, the Samsung i600 (available in the U.S. and overseas), the Orange SPV (available in Europe), and the MiTac's Mio 8390 or doPod 515 (available in Asia, the South Pacific, and Japan)—they all run using the Windows Mobile operating system. This means the functionality each device offers is basically the same.

Sure, some devices may have built-in Bluetooth compatibility, a built-in digital camera, or a few extra applications bundled with the phone, but in terms of how your Smartphone actually works, the Windows Mobile operating system software (what makes the Smartphone run) is extremely similar among all of the devices.

Discover What's Inside the Box You Bought

No matter which Smartphone you've purchased, it comes in a box that contains everything you need to get your Smartphone up and running. (The accessories your device comes with may vary based on the Smartphone model you've purchased.)

Shown here is the list of what comes with two popular Smartphone models sold in the United States:

TEAM LinG

- **Motorola MPx200 (AT&T Wireless)**
  - Desktop charger and sync cradle
  - Headphones (for listening to audio)
  - Owner's manual and quick start guide
  - Phone headset
  - SIM card (from the service provider, such as AT&T Wireless)
  - Smartphone handset (the MPx200)
  - Smartphone software for your PC
  - Standard battery
  - Travel charger
  - USB cable for connecting your Smartphone to your computer
- **Samsung i600 (Verizon Wireless)**
  - Customer support CD
  - Desktop charger/sync cradle
  - Extended battery
  - Hand strap for the phone handset
  - Hands-free headset
  - Leather case
  - Phone handset (Samsung i600)
  - Samsung companion CD
  - Samsung user guide CD
  - Secure digital card
  - Standard battery
  - Travel charger
  - Wireless sync CD

TEAM LinG

Did you know?

SIM Cards Made Simple

The SIM card (**S**ubscriber **I**dentity **M**odule card) is a microchip-like device that fits inside your Smartphone. It contains information about your service, such as your phone number and service details. This card also offers data storage space, for information such as your personalized phone book. Some GSM-based service providers, such as AT&T Wireless, require SIM cards for the phones to operate. This allows you to move your phone number and related information to any phone, simply by moving the SIM card between devices. On Smartphones where a SIM card is used, it's placed in a special compartment located under the battery. Service providers using CDMA technology, such as Sprint PCS and Verizon Wireless, however, program your phone number and related information directly into the device, which then communicates with the carrier network.

Ten Easy Steps to Get Started Once You've Purchase Your Smartphone

Okay, so you're the proud owner of a new Smartphone. Are you ready to start experiencing all that it's capable of? Even if you're not technologically savvy, the following ten steps will help you get started using your new device:

1. Remove all of the contents from the box and make sure you have all of the parts and accessories that the owner's manual or packaging stipulates.
2. Remove the plastic safety coating from the phone's screens.
3. Insert the SIM card into the phone. (If the battery is already installed, remove it. Place the SIM card with the gold contacts facing downward and the cut corner of the card on the left. Next, slide the retainer cover that's on the phone over the card to lock it in place.)
4. Write down your Smartphone's phone number and store your service agreement (from the service provider) in a safe place.

TEAM LinG

5. Connect the battery to the Smartphone handset. It should slide into place and lock or snap in securely. If you've purchased a case for your phone, you can now slip on the protective case.
6. Using either the travel charger or the desktop charger, plug the appropriate end of the charger into an electrical outlet and the opposite end into the phone's charge port. This port may be located under a rubber cover on the side or bottom of your phone. See your owner's manual for details.
7. Allow the unit to charge for a full 24 hours before the first use. You can use the phone while it's charging, but the charging process will take longer.
8. Once the phone is fully charged, remove the charger cable and turn on the phone. On the Motorola MPx200, the power button is located on the left side of the unit, below the jog dial. The Samsung i600's power button is the red End key found on the phone's keypad. (Press and hold it for several seconds.)
9. The Windows Mobile default Start screen (also referred to as the Welcome screen) appears within a few seconds after the phone is turned on.
10. Take a few minutes to become acquainted with the layout of your Smartphone handset. From the photographs that follow, you'll determine where the important buttons are located for the MPx200 and i600, for example. For other phone models, consult the owner's manual.

TIP

If you've purchased a used Smartphone and someone else's data and information is still stored in the phone's memory, consider doing a hard reset to erase all data and add-on programs stored in the phone and restore all of the manufacturer's defaults for the various options. To perform a hard reset on the Motorola MPx200, for example, hold down the blue Action button while at the same time, powering on the phone. You will be asked if you wish to erase the phone's flash memory. To erase all data on the phone, choose Yes.

Find Your Way Around the Smartphone

While the layout and design of every Smartphone model is slightly different, the MPx200 shows all of the buttons, ports, and other areas of the phone you'll need to understand in order to properly use your Windows Mobile Smartphone. Here's a quick overview of the MPx200's layout (see Figures 1-1 and 1-2).

TEAM LinG

FIGURE 1-1 The Motorola MPx200 Windows Mobile Smartphone

FIGURE 1-2 The Samsung i600's functionality is virtually identical to the Motorola MPx200, but the device itself offers a slightly different design.

TEAM LinG

Discover What the Buttons on Your Smartphone Actually Do

Now that you know where the various buttons are located on your phone, let's take a look at what they do and how to use them:

- **Earpiece/speaker (built-in, above the screen)** For listening to the person you're speaking with on the phone, when you're not using an optional headset.
- **Left and right Soft Keys** On the bottom of the screen, two commands (one on the right and one on the left) are usually displayed. To activate the left command, you press the left Soft Key that's located just below the screen. To activate the command on the right, press the right Soft Key, also located just below the screen.
- **Send key** Once you've entered a phone number you wish to dial, press the Send key to initiate a call. You can also use this button to select a number to dial from your call history list or to answer an incoming call. When you're on the phone and need to place a caller on hold in order to answer Call Waiting, the Send key gets pressed again. Finally, the Send key can also activate the built-in speaker phone feature during a call.
- **Jog dial** This dial, located on the side of the phone, can be used to control the speaker volume, record voice memos, quickly mute the incoming ringer, or ignore an incoming call (and send that call to voice mail.) It can be used with or without an optional headset or headphones. (A headset is used to make phone calls and has a built-in microphone, while headphones are used for listening to music and/or audio using Windows Media Player, for example.) Instead of a jog dial, the Samsung i600 offers two buttons located on the left side of the handset. These buttons serve the same purpose as the jog dial on the Motorola MPx200.
- **Home key** Pressing this button quickly returns you to the Windows Mobile Start screen (a.k.a. the Welcome screen). This screen is equivalent to the main desktop area of a PC running any version of Microsoft Windows.
- **Power button** This button allows you to turn the power of your Smartphone on or off. On the MPx200, it's located on the left side of the phone's handset. On the i600, the power can be turned on or off by holding down the End button on the phone's keypad.

TEAM LinG

- **Infrared port** This port allows your Smartphone to communicate with other devices, including other Smartphones. It can be used for syncing data with a desktop computer or another Smartphone, or in conjunction with wireless printers, keyboards, and other accessories.
- **Microphone (built-in)** When speaking on the phone, without the use of a headset, this microphone (located below the keypad) is what you speak into.
- **Main display** The main phone display is where you see all of the menus, icons, and graphics that allow your Windows Mobile Smartphone to operate.
- **4-Way Navigation key** This multi-directional button is one of the most used buttons on your phone. It allows you to move around on the main screen, move the cursor (in some applications), and select icons and commands. You can move up, down, left, or right and jump between menu options and text fields, for example.
- **Action button (located in the center of the 4-Way Navigation key)** Once you've used the 4-Way Navigation key to highlight a specific command or onscreen menu option, press the Action button once to confirm that selection or choose that option. This button is equivalent to pressing the Enter key on your desktop computer's keyboard or double-clicking your desktop computer's mouse to activate a program or make a menu section. This button is referred to as the OK button on some Smartphones, such as the Samsung i600.
- **End key** To end a voice or data call, press this button once.
- **Back key** As you navigate around the menus or surf the Web on your Smartphone screen, the Back key allows you to move to the previous option or screen with the touch of a single button. (It's similar to the Back button on the Microsoft Explorer web browser.)
- **Keypad** The keypad on the Smartphone looks just like a traditional phone, with the numbers from 1 to 9 (plus zero) displayed in order, just like on a regular phone. On your Smartphone's keypad, however, the asterisk (*), pound (#), and number 1 buttons have multiple uses, depending on what application you're running.

On the outside of the MPx200 and i600 Smartphones (when the unit is closed), you'll find the SD/MMC memory card slot (for additional data storage). It's located on the right side of the phone. Applications, MP3 files, graphics, and other data

TEAM LinG

Voices from the Community

Smartphone Users Speak Out

- **Marc Pell**
- **Job Title:** Owner & Operator
- **Company:** MS Mobile News (www.MSMobileNews.com)

Marc Pell is a journalist and technophile who enjoys using the latest gadgets. This is what attracted him to the Windows Mobile Smartphones and caused him to launch the MS Mobile News web site in January 2003. Based in Hertfordshire, UK, Pell gets a chance to check out all of the latest Smartphones as they're released in Europe. The Smartphone model he uses on a day-to-day basis, however, is the Orange SPV E200.

"I love Smartphone technology because it allows me to easily synchronize my contacts and appointments with my computer. The ability to store a huge amount of information for each person in my contact database is also extremely useful to me," said Pell.

While Pell describes his Smartphone as an extremely valuable device that helps him with his work, he also enjoys using it as an MP3 player and for playing games. For fun, he enjoys creating customized Home Screens using his own photos and graphics.

"My Smartphone keeps me organized. It enables me to keep in touch with my contacts while on the go. As the creator of MS Mobile News, my interest in Smartphones has also given me something to do with my spare time. For someone first learning how to use Smartphone technology, I definitely recommend visiting the web sites created for Smartphones, including mine and MoDaCo (http://smartphone.MoDaCo.com). These provide great forums to get your questions answered, learn about new applications, and discover tips and tricks for using these devices," said Pell.

can be stored on optional memory cards. Also on the phone's outer shell is the external display (located on the front of the closed phone). You'll also find the sync/charger port (located on the bottom of the phone) and the headset jack (located on the upper-right side of the MPx200 phone and on the upper-left side of the i600). These same ports and jack can be found on virtually all Smartphones, but in slightly different locations.

TEAM LinG

Discover the Built-In Functionality of Your Smartphone

Even without adding optional software, your Smartphone is already a powerful communications device for making/receiving calls, sending/receiving e-mail, and surfing the Web. It can also be used for listening to music (MP3 files) and a wide range of other applications, all of which are built into the phone. Later in this book, you discover how to add additional (optional) software applications to the phone to expand its functionality.

The remainder of this chapter, however, focuses on introducing you to the basic applications and functionality built into the Windows Mobile operating system.

First up in this introduction is the Windows Mobile Welcome screen, shown in Figure 1-3, which you'll see when you turn your Smartphone on. When you see this Welcome screen, your phone is ready for action. On some phones, this is referred to as the Start screen.

Understand the Icons and Menu Options on Your Start Screen

At the top of the Windows Mobile Start screen, you'll see several icons, similar to the familiar Windows operating system desktop computer icons. If you're using an AT&T Wireless compatible Smartphone, one of the icons at the top of this screen

FIGURE 1-3 Seeing the Windows Mobile Welcome screen is an indication that your phone is ready for use.

is the mMode icon. (You'll see an m> surrounded by a circle.) This is the wireless Internet environment created specifically for wireless handheld device users created and operated by AT&T Wireless.

Other icons on the Start screen allow you to quickly access your Inbox (for e-mail and text messages) and Calendar. The familiar blue *e* icon is for the Windows Mobile version of the Internet Explorer web browser. If you already use Internet Explorer, you're familiar with IE although here it's been scaled down to accommodate the phone's smaller screen and optimized for one-handed operation, primarily using the 4-Way Navigation key, Action button, Back button, and the right and left Soft Keys, as shown in Figure 1-4.

These are the default icons found on the Welcome screen. You'll soon discover how to easily customize this screen in a number of ways. The following figures illustrate a variety of different looks you can give your Windows Mobile Welcome screen, simply by adjusting the Home screen options found under the Settings menu.

TIP

To access any of the Windows Mobile Start screen programs from their icon, use the 4-Way Navigation key to highlight the appropriate icon, and then press the Action button once. The appropriate program launches, giving you a wide range of submenus or other commands.

mMode (AT&T Wireless Only)

The advertising tagline for mMode is "Go beyond voice." This online environment allows you to seamlessly connect to the wireless Internet using your Smartphone to accomplish a wide range of tasks with the fewest button pushes possible. When you access mMode (see Figure 1-5), you'll have quick access to downloadable

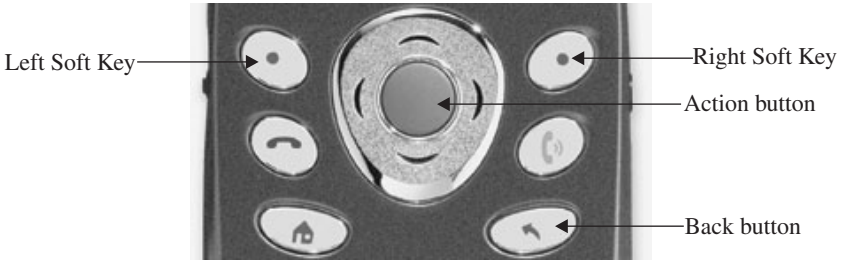


FIGURE 1-4 The 4-Way Navigation key allows you to scroll around the screen—up, down, left, or right.

TEAM LinG

FIGURE 1-5 You'll see this main submenu when you access mMode; it's an online portal to a wide range of online-based features and services operated by AT&T Wireless.

games, customized ring tones, mail, and messaging (including mMode Mail, AOL Mail, POP e-mail accounts, and instant messaging).

NOTE *While mMode is specifically for AT&T Wireless customers, other service providers offer similar services. Sprint PCS, for example, offers PCS Vision, which offers similar functionality.*

Store Text and E-mail in Your Smartphone's Inbox

Your Inbox is where incoming text messages (SMS text messages) and e-mails can be stored and accessed. From here, you can also activate ActiveSync to compose and send an e-mail or text message. You can find more about sending and receiving e-mails, text messages, and SMS text messages in Chapter 6.

Your Smartphone Can Handle Your Outlook Contacts

Your Smartphone can work seamlessly with Microsoft Outlook, so contacts, appointments, and other information already stored in your desktop computer's Outlook database can be synced (transferred) to your Smartphone. The phone itself, however, also offers a powerful contact management and database program that can be used on its own.

NOTE *To learn more about using Outlook in conjunction with your Smartphone, be sure to read Chapter 10.*

TEAM LinG

Whether or not you currently use Outlook to manage your contacts and schedule, your Smartphone has built-in software that can easily help you manage information about hundreds or even thousands of contacts, plus even the busiest person's schedule.

To add your contacts, highlight the Contacts icon using the 4-Way Navigation button, and then press the Action button. At the top of the screen, the message "Press New to create a new contact" will be displayed. At the bottom of the screen, the commands New and Menu appear. To execute the New command, press the left Soft Key. Likewise, you can press the right Soft Key to access the program's menu.

The sub-commands under the Menu command allow you to add a new contact (to be stored in the phone's memory), add a new SIM contact (to be stored on the phone's SIM card), delete a contact, beam a contact to another phone, or categorize and then filter your contacts.

Selecting New enables you to enter the contact information for a new contact and add that person to your phone's database. As you'll see, there are a bunch of input field options available for each contact. You can fill in only those that apply for each contact. These fields are self-explanatory (see Figure 1-6).

To enter alphanumeric text into your phone—to add a contact, for example—highlight the Contacts icon at the top of the main screen and press the Action button. Next, press the left Soft Key (to activate the New command). The Contact subscreen will appear on the phone. You will be prompted to enter the contact's first name.

FIGURE 1-6 Your Smartphone's built-in contact management software allows you to enter all of the information you'd need about the people you know.

Did you know?

Help With Text Data

Some Smartphones, such as the Samsung i600, have an optional external keyboard that can be connected directly to your Smartphone to make entering text data into your phone much faster and easier. The i600's portable keyboard, for example, is priced at $69.99 and is available from a wide range of authorized Samsung dealers, including 1-(800) Mobiles (www.1800mobiles.com/498410.html). See Chapter 18 for details about optional Smartphone accessories.

Enter Text into Your Smartphone

You can enter text into your Smartphone, whether it's a new contact, appointment, SMS text message, or any other piece of information, in one of several ways. You can enter data directly from the phone's keypad, or enter your data on your PC, and then sync (transfer) it to your phone later.

Multipress Text Entry Mode

Just like your regular telephone, on the Smartphone's keypad are the numbers 0 through 9. With the exception of the 1 and 0, each number on the keypad contains three or four letters. See the chart that follows for details.

Button on Keypad	Corresponding Letters
1	Used to add punctuation (such as a period, coma, semicolon, colon, exclamation point, dash, backslash, and so on) when entering alphanumeric text
2	A B C
3	D E F
4	G H I
5	J K L
6	M N O
7	P Q R S
8	T U V
9	W X Y Z
0	No corresponding letters
*	Used to shift between upper- and lowercase letters (*A* or *a*)
#	Used to add a space between words or numbers

TEAM LinG

Using the letters on the phone's keypad, enter one letter at a time. For example, if the contact's first name is Jason, you'd press the 5 key once to make a *J* appear. For the *A,* you'd press the 2 key once. For the *S,* you'd need to press the 7 key four times to scroll between the letters (*P, Q, R,* and *S*). To add the *O,* press the 6 key three times. Finally, to add the *N,* press the 6 key again two times.

To add a space, press the pound (#) button. The asterisk (*) key acts as the shift to switch between upper- and lowercase letters. Entering text into your phone using this method may seem a bit confusing and time-consuming at first, but you'll quickly get the hang of it.

Make Text Entry Easy with the T9 Text Entry Mode

One of the "smart" features built into your Smartphone is the T9 mode for text entry. In this mode, the phone tries to predict what word you're entering and finish it for you (based on a built-in dictionary of words). This function is designed to make typing text easier using the phone's keypad. Whether or not you choose to use the T9 mode is a personal preference.

To access the T9 mode when you're about to enter alphanumeric text into a field, press and hold the asterisk (*) button until the T9 indicator appears at the top of the display, as shown in Figure 1-7.

Then, enter your text, one letter or number at a time. When a word automatically appears that you want to select, press the pound (#) key to accept it, and then add a space after that word. If the word is incorrect, press the zero (0) key to scroll through a list of other word options. If the word doesn't appear that you're trying

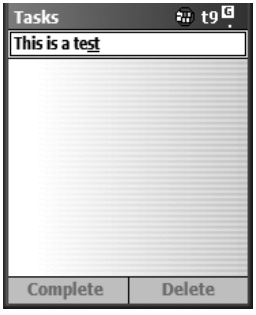


FIGURE 1-7 Just like typing on a regular keyboard, in T9 Text Entry mode, entering text into any program your Smartphone is running is relatively quick and easy, once you get the hang of it.

TEAM LinG

to enter, press and hold the asterisk (*) key again to return to the Multipress text entry mode, and then enter the word one letter as a time.

To add punctuation to your text using the Motorola MPx200, press the 1 button to scroll through your options, which include a period (.), comma (,), dash (-), question mark (?), exclamation point (!), single quote (‘), at symbol (@), and colon (:). Using the Samsung i600, press the 1 button to access the punctuation option, and then press zero (0) to scroll through your options.

To switch between upper- and lowercase text, press the asterisk (*) button once (without holding it down) as you enter the text. Adding a space between words is done by pressing the pound key (#) once in between words.

TIP

Press and hold down the asterisk (*) button to switch between the Multipress Text Entry mode and T9 Text Entry mode.

NOTE

Using optional third-party software, which is described in greater detail within Chapter 10, you can further enhance the capabilities of your Smartphone for managing your contacts, address book, phone numbers, and other important data.

Use Your Calendar to Track Appointments and To-Do Lists

Although your Smartphone is fully compatible with the desktop PC version of Microsoft Outlook, this stand-alone application allows you to keep track of your appointments and to-do lists with relative ease. After all, not everyone uses Outlook as their primary contact management and scheduling software.

After selecting the Calendar option by moving the phone’s onscreen cursor to highlight the appropriate icon and then pressing the Action button, you’ll see the day and date displayed in the upper-left corner of the screen. This is the daily Agenda screen. Because you have no appointments yet entered into the phone, the words “No appointments” will appear. Normally, this screen would display your appointments for the current day (as shown in Figure 1-8).

To change the view and see a week’s worth of appointments, press the left Soft Key. In a spreadsheet-like layout, the days of the week are displayed across the top of the screen, while along the left side of the screen are time increments (broken up by hours).

A third view offered by the Calendar program allows you to see a monthly overview of your appointments. Simply press the left Soft Key once again, below the menu option labeled Month to see this view (see Figure 1-8b). To switch to a specific day and see your appointments listed for that day, use the 4-Way

TEAM LinG

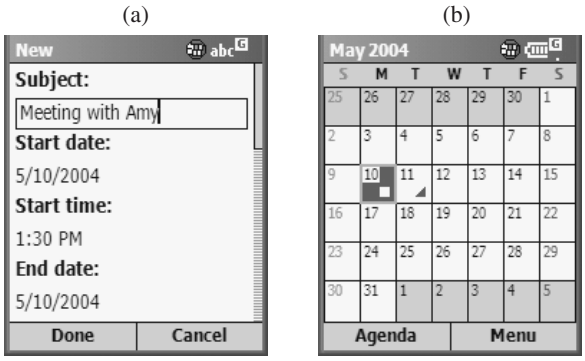


FIGURE 1-8 When you begin entering new appointments into your Calendar, this is what the screen might look like (a); you can view your schedule in a variety of different formats, such as the Month view (b).

Navigation key to move the red box around the screen. When the appropriate day is highlighted, press the Action button.

When you're ready to input an appointment directly into the phone, select the Menu option at the bottom of the screen by pressing he right Soft Key once. Several menu options will appear. To choose any of these commands, either highlight it with the cursor and press the Action key, or press the corresponding number on the keypad.

Calendar Program Menu Options Your Smartphone's built-in Calendar program is an ideal tool for keeping track of your day-to-day schedule, whether or not you decide to sync your data with Microsoft Outlook. The following are the main options available when using the Calendar program on your Smartphone:

- **New** Enter a new appointment directly into the phone using the phone's keypad. Use the Multipress Text Entry mode or the T9 Text Entry mode to do this.
- **Delete** Delete an appointment that's stored in your phone.
- **Week View** Change the view from a single day overview to a weekly overview of your appointments.

TEAM LinG

- **Month View** Change the view from a weekly overview to a monthly overview of your appointments.
- **Go to Today** Immediately return to today's date to view your appointments.
- **Go to Date** View your appointments for a specific date by entering the day of your choice.
- **Options** This command allows you to further customize the Calendar program that's built into your Smartphone.

Using the cursor, highlight the New option, or press the number 1 on the keypad. This will cause the New Appointment screen to appear so you can begin entering your appointments.

TIP

In addition to entering your appointments directly into the phone, you have the option of using the Sync software that came with your Smartphone. This allows you to enter your appointments on your desktop computer, and then transfer the data to your Smartphone or enter appointments directly on your Smartphone, then sync them with your PC that's running Microsoft Outlook.

A third alternative is to sync your Microsoft Outlook data to your Smartphone, which is described in detail in Chapter 10.

Entering a New Appointment Directly into Your Smartphone From the New Appointment screen, you can enter details about a new appointment or to-do item by filling in the appropriate data fields on the screen. The information you'll be prompted to enter includes:

- **Subject** This is the subject of your appointment, such as who it's with.
- **Start Date** You can enter in any start date for the appointment. The default option will be today's date.
- **Start Time** You can choose any start time for the appointment to begin.
- **End Date** The end date can be used to record multi-day projects or commitments.

TEAM LinG

- **End Time** End time allows you to pinpoint when the appointment will end (and determine the length of your appointment). By placing a checkmark in the All Day Event submenu option, you can easily block out your entire day for a single appointment. This is done by highlighting the appropriate box and pressing the Action key.
- **Location** Using the phone's keypad, you can enter the location of the meeting or appointment.
- **Reminder** Your Smartphone will remind you about your appointment by sounding an alarm in advance. With this option, you determine how much advance notice you'd like. The default is 15 minutes; however, you can set the reminder to be 30 minutes, an hour, several hours, or even one or more days in advance.
- **Occurs** If you're setting an appointment that happens once per day (such as taking medication) or on a weekly or monthly basis, you can set the appointment to automatically repeat itself at whatever time interval you choose, without having to enter the same appointment information repeatedly.
- **Status** This option allows you to further customize the information you enter about the appointment. Using the 4-Way Navigation key, choose from default status messages, such as Busy, Out of Office, Free, or Tentative. By placing a checkmark next to the Private icon, you can also make this appointment so nobody else can see it on your phone (or if you sync the data to Outlook, for example).
- **Notes** This field allows you to enter text to better describe the appointment, meeting, or to-do list item.

When you've completed entering information about your appointment into the appropriate data fields, simply activate the Done menu option by pressing the left Soft Key. This will store the appointment data on your phone. Repeat this procedure for all of your appointments as you schedule them.

TIP

From the Options submenu, which can be found by activating the Menu command by pressing the right Soft Key from the Appointment screen, you have several ways of customizing the Calendar program that's built into your phone. For example, you can choose:

TEAM LinG

- The First Day of the Week (the default option is Sunday)
- The Week View (the default is 5 days at a time)
- The Month View
- The Default for Reminders (the default is 15 minutes, but you can change it to 30 minutes, 1 hour, 1 day, 1 week, or None) by using the 4-Way Navigation key to highlight the option of your choice and then press the Action button to select it.

Browse the Web with Your Smartphone and Internet Explorer

One of the most powerful features of your Smartphone is its ability to tap into the World Wide Web wirelessly using a browser program that's very similar to the version of Microsoft Internet Explorer you're probably accustomed to using on your desktop computer. From your Smartphone's main screen, use the 4-Way Navigation key to scroll right until the Explorer option is highlighted. Next, press the Action button on the blue *e* to activate the program (see Figure 1-9).

When Explorer is running, the first sub-screen you'll see is a list of your Favorite links. Several links are already built into the phone, which you can later replace with your own, based on the functions and web sites you'll be visiting often from your Smartphone. To select any of the Favorite links already in the phone, use the

FIGURE 1-9 Internet Explorer for your Smartphone is a scaled-down version of IE for desktop PCs. It's particularly ideal for accessing the growing number of web sites designed specifically for the smaller screens of Smartphones and other handheld wireless devices.

TEAM LinG

4-Way Navigation key to highlight the appropriate link and press the Action button to access that web site or URL. You can also do this by highlighting the appropriate link and activating the Go command by pressing the left Soft Key.

By pressing the right Soft Key, you can access the Explorer menu. From here, you have six options that will allow you to quickly reach whatever web site or URL you're looking for. Your options under this submenu include the following:

- **Address Bar** The address bar allows you to use the phone's keypad to enter a web site's URL (such as www.JasonRich.com).
- **Add Favorite** If you've already surfed to a web site you'd like to save on your Favorites screen, you can use this command to save it. It's similar to saving a bookmark on the desktop version of Explorer.
- **Add Folder** Add Folder allows you to sort your favorite links and web sites into specific folders so you can find them more easily. For example, as you begin to customize your phone, you can create a folder for work-related URLs, personal URLs, travel-related URLs, and so on.
- **Edit** Once a favorite web site or URL is saved on your phone, its name, address (URL), and folder where it's stored can be edited using this command.
- **Delete** If there's a stored URL or web site you no longer want to save as one of your Favorites, use this command to delete it.
- **Options** By activating the Options submenu, you can further customize Explorer, by choosing whether or not you want pictures from web sites downloaded and displayed, whether or not you want sounds played, whether or not you want to be warned when accessing an unsecured page, and whether or not you want to allow cookies to be saved. You can also choose the language you want Explorer to be displayed in. For English-speaking users, the Western European option is the default. Also under the Options submenu you can adjust various connection settings (which should be left alone once the phone is set up and working); plus you can determine how much memory Explorer can use to store temporary files, cookies, and your web surfing history.

Use ActiveSync to Transfer Data from Your Phone to Your PC

From the phone's Start screen, select the Menu option (or Programs option) by pressing the left Soft Key to access the various programs stored on your Smartphone

TEAM LinG

that don't necessarily have a graphic icon displayed at the top of the screen. For example, when you activate the Start option, one of the programs you'll have access to (that's built into your Smartphone) is ActiveSync.

It's this program that allows you to quickly and easily transfer data and information between your Smartphone and your desktop PC via a USB cable or infrared transmission. More information about using ActiveSync is included in Chapter 10.

View Microsoft Office Documents on Your Smartphone Using OfficeOnline

One of the great features that's built into a Windows Mobile Smartphone is that data from your desktop computer's version of Microsoft Office can easily be transferred to your phone. You can transfer Word, Excel, and other files to and from your Smartphone with relative ease. How this is done will be described later in Chapters 7, 10, 12, 13, and 14, depending on the type of data you wish to transfer.

See Whom You've Called from the Call History Screen

Your Smartphone works as a traditional cell phone. As you make and receive calls, the phone automatically keeps a detailed log of each call, its duration, and so on. To access this log from the phone's main screen, press the Start/Programs button (the left Soft Key), and then scroll down to Call History and press the Action button (or press the number on the keypad that corresponds to that menu option).

Store Your Important Info in an Organized Way Using File Manager

Just like Windows on your desktop computer, for example, all of your important files and data can be stored in various folders that you can name, sort, and keep organized. Using File Manager, you can add new folders, transfer files between folders, and keep your data organized and easy to locate when you need it.

Communicate with Others Using Real-Time Text Messages with MSN Messenger

MSN Messenger is a built-in application that's similar to AOL Instant Messenger. It allows you to add other MSN members/users to your "buddy list" whom you communicate with on an ongoing basis, and then send and receive instant text

TEAM LinG

messages in real time. This software offers a great alternative for communicating with people in real time without having to actually talk to them on the phone. More information about how to use this software is offered in Chapter 6. Some Smartphones have MSN Messenger built in, while others require you to add this application separately. (An additional fee may apply, depending on your service provider.)

Use the Settings Option to Customize Your Smartphone

You've probably discovered by now that your Windows Mobile Smartphone is extremely customizable. From the Settings submenu, you have a wide range of options to alter the sounds, profile, and usability of your phone. You can select and adjust your ringers, modify your Home (Welcome) screen, choose power management options, and so on.

To access the Settings submenu screen, from the Welcome screen, select the Programs/Start option (depending on which phone you're using). Next, highlight and activate the Settings option, followed by the Home Screen option.

Customize Your Smartphone's Home Screen

The Home screen or Welcome screen can have a variety of different looks (as you'll see in Figure 1-10). How it looks, however, is less important than the commands

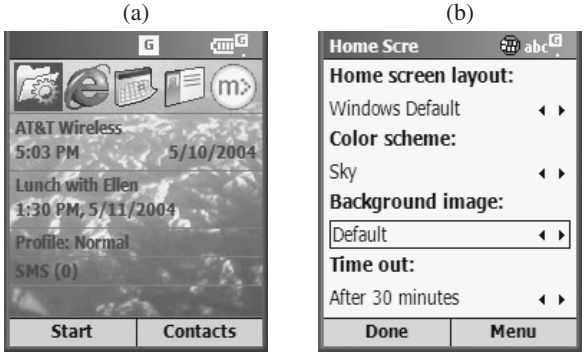


FIGURE 1-10 Using a bit of creativity, you can totally customize the look of your Smartphone's Start menu (Welcome screen) display (a); the look of your Smartphone's screen can change instantly with your mood (b).

TEAM LinG

and functions you determine are most useful and readily available to you. From the Settings menu, you can access the Home screen submenu and adjust the following:

- **Home Screen Layout (Simple or Full Layout)** Until you get used to your phone, the Full Layout offers more options available from the Home screen.
- **Color Scheme** Choose from a variety of colors, based on your personal preference.
- **Background Image** As with your desktop computer, you can add a wallpaper or background image (such as a graphic design or photograph) that will personalize the look of your phone. Most Smartphones have several designs built in. However, you can download countless others or add your own digital photograph as a background image.
- **Time Out** This is the amount of time the phone will wait before going into standby mode if it's not being used. Depending on how you set this function, you can extend your phone's battery life dramatically.

By adjusting the look of the screen and modifying the order of the programs on your Start menu and the selection of available programs within your phone, you can customize your Smartphone to meet your individual needs. It's also possible to customize the sounds and ringers your phone generates.

For AT&T Wireless users, one of the fastest and easiest ways to customize your Smartphone using your desktop computer (that's connected to the Internet) is by visiting the Windows Mobile Start Service web site at https://www.startwindowsmobile.com/aws/.

At the time this book was written, the Windows Mobile Start Service worked with the Motorola MPx200 and allowed users to change the look of their home screen, add web favorites, download free ring tones and applications, and set up an e-mail address. By the time you read this book, this web site should be compatible with additional Smartphone models. See the web site for details.

Gain Instant Access to Your Most Commonly Used Programs with the Favorites Manager

Using the Favorites Manager, you can determine which applications appear under the Start menu (and in what order). This allows you to better customize your phone so the applications you use most are more readily available to you. To change the

TEAM LinG

order of the programs displayed on the home screen, move the cursor over the program you wish to move. Use the Action button to select that program name, and then use the 4-Way Navigation key to move the program name to the desired location on the list. To place the program in that location, press the Action button again.

The Favorites Manager also allows you to customize which program icons appear at the very top of the home screen.

Reach Your Important Contacts Fast with Speed Dial

When it comes to dialing phone numbers, you have multiple options:

- You can manually enter the area code and phone number on the phone's keypad, and then press Send.
- You can look up a phone number in your phone's Contact list, select the number by highlighting it using the 4-Way Navigation button, and then press the Action (OK) button to dial that number.
- You can dial a number that's been preprogrammed into your Speed Dial list. This means you need to press only a one- or two-digit number (followed by Send) to dial the number. For example, to call your voice mail, you'd press 1 followed by Send.
- You can use the Voice Dial option for numbers you have preassigned a voice tag to. This means you can say something like, "Mom Home" to call your mother at home.

From your Contact database, you can select certain numbers that you frequently dial to appear on your Speed Dial menu. This allows you to look up and dial these common numbers with a minimum number of button pushes. To add a number to your Speed Dial list, open a specific contact, highlight that person's phone number (such as their home phone, office phone, or mobile phone), and then choose the Add Speed Dial or Add Voice Tag option.

Using the Speed Dial menu, you can edit your Speed Dial numbers. For example, you can select and edit the person's name, keypad assignment (the number you press to speed dial the number), and the voice tag. The default for your phone's voice mail in the Speed Dial list is always number one.

TEAM LinG

TIP

A voice tag is a voice prompt that you record that allows you to select a number to dial using your voice as opposed to pressing one or more buttons on the phone's keypad.

Manage the Data Stored on Your Phone with the SIM Manager

From the main screen's Start menu, press 9 for More, and then 5 for SIM Manager on your Motorola MPx200. This option allows you to manage the Contacts and other information stored on your SIM card as opposed to within the phone itself.

Maintain Your To-Do Lists with the Tasks Application

This application is a basic to-do list manager (see Figure 1-11). When you select this application for the first time, at the top of the screen is the prompt, "Enter new task here." Using the 4-Way Navigational key, press the Down button once. You can now use the phone's keypad to enter in tasks or to-do items, one at a time. Use this application to create a checklist or shopping list for yourself. Once the task is completed, you can place a checkmark next to it by highlighting the item and pressing the left Soft Key to execute the Complete command. The right Soft Key allows you to delete the item on your Task list.

View Multimedia Content on Your Smartphone's Screen with Windows Media

Much like Windows Media Player for your desktop computer, Windows Media allows you to play audio and video clips on your phone. For example, you can

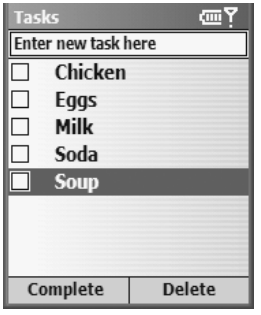


FIGURE 1-11 The Tasks application is a digital to-do list. For example, you can create a simple shopping list in minutes.

TEAM LinG

transform your Smartphone into a powerful MP3 music player using this application. Chapter 17 includes additional information on Windows Media and using your Smartphone as a multimedia device.

Explore the Online Community Known as Pocket MSN

Pocket MSN is a scaled-down version of MSN, which is available for Internet users with full-size computer screens. Pocket MSN is somewhat like America Online in that it offers a variety of applications and information through a simple interface. Some of the features of Pocket MSN include MSN Messenger (similar to AOL Instant Messenger), MSN Hotmail (a personal e-mail address), News Headlines and Alerts, access to a mobile web browser that offers slightly different functionality than Internet Explorer, and a variety of links to popular sites designed for use with Smartphones.

Depending on your service provider, Pocket MSN may require a separate subscription. MSN Messenger, for example, is built into the Samsung i600 service with Verizon Wireless.

Discover How Your Phone's Resources Are Being Used with Resource Manager

The resource manager is an information screen that provides technical details about your phone and how it's utilizing the memory built into it. This isn't something most users need to concern themselves with.

Instantly Record Your Important Ideas Using Voice Recorder

Instead of typing text messages into a to-do list, the Voice Recorder option works just like a handheld microcassette recorder or dictation machine. When you access the program for the first time, use the left Soft Key to begin recording a memo. When you do this, a large timer clock appears on the screen and you can begin speaking. When you're ready to stop recording, press the left Soft Key again to Stop recording.

The default name for your first recording will be Recording1. The next recording will be called Recording2. By pressing the right Soft Key when using the Voice

TEAM LinG

Recorder application, you can Play (option 1), Record (option 2), Rename (option 3), or Delete (option 4) any of the recordings you make.

Voice Recorder is easy to use and ideal for recording ideas, dictating memos for later transcription, or recording any short amount of audio. If you choose to rename a recording, use the phone's keypad to enter an alphanumeric title for the recording, such as Project Idea or Shopping List. When you choose to delete a recording, you will be prompted to confirm your request.

Add Accessories to Your Smartphone to Enhance Its Functionality

Your Windows Mobile Smartphone also offers a handful of smaller applications, such as a fully functional calculator and the ability to use your phone as a wireless modem (if you decide to connect a laptop computer or PDA to your phone, for example).

TIP

The Calculator program built into your Windows Mobile Smartphone is very basic. To use it, numbers are entered using the phone's keypad. To add (option 1), subtract (option 2), multiply (option 3), divide (option 4), add a decimal point (option 5), or obtain a total (option 6), press the left Soft Key to view the Options list. The right Soft Key is used to clear a number if you make a mistake.

Kick Back and Have Some Fun! Play Games on Your Smartphone

Ever since the very early days of Microsoft Windows for desktop PCs, the game Solitaire (see Figure 1-12) has entertained people for countless hours. This popular card game is also built into your Windows Mobile Smartphone. If you're using the Motorola MPx200 (with AT&T Wireless), you also have access to a popular puzzle game, called Jawbreaker (see Figure 1-13).

A wide range of third-party software developers offer literally dozens of different games for your Smartphone that can be purchased separately. See Chapter 17 for more information about transforming your Smartphone into a powerful, handheld gaming machine.

TEAM LinG

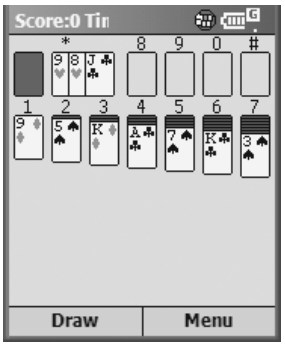


FIGURE 1-12 Solitaire is built into all Smartphones. You can also add dozens of other games in a wide range of genres, including other card games, action games, puzzle games, board games, strategy games, and even role-playing games.

Customizing the Profile of Your Smartphone

The Windows Mobile Smartphones have various profiles that allow you to quickly change and customize functionality based on where you're using the phone. The bottom of the main Welcome screen says "Profile: Normal." This is the default setting. While you can fully customize the profile of your phone, other built-in profiles allow you to modify things such as ringer volume and whether or not incoming calls automatically get forwarded to voice mail, for example.

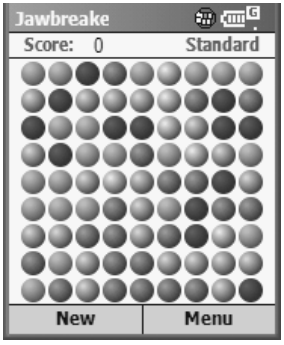


FIGURE 1-13 The Jawbreaker game on your Smartphone can also provide hours of fun.

TEAM LinG

Did you know?

Games People Play

While Solitaire is built into all Windows Mobile Smartphones, the other built-in games will vary, based on the phone model and service provider. At the time this book was written, some of the most popular games available for your Smartphone (sold separately) include:

- Smart Checkers
- Mahjong
- Pocket Grand Chess Master
- Video Poker Pro
- Links (Golf)
- Blackjack
- Smart Pong
- Reversi
- PockMan (similar to the classic Pac-Man arcade game)
- Blocks (an action-based puzzle game)

For more information about these and many other game and entertainment applications available for your Smartphone, point your web browser to the Microsoft Windows Mobile Application Catalog at www.microsoft.com/windowsmobile/catalog.

On your Smartphone or your desktop computer's web browser, you can also surf over to www.Handango.com to learn about additional Smartphone games.

TEAM LinG

The other built-in profiles include those listed in the following table:

Profile Name	Ring Type	Ring Volume	Notification Type	Notification Volume	System Sound Volume
Normal	Ring	3	Play sound	3	3
Silent	Vibrate	Off	Vibrate	Off	Off
Meeting	Vibrate	1	Play sound	1	Off
Loud	Ring	Loud	Play sound	Loud	Loud
Headset	Ring	3	Play sound	3	3
Car	Ring	4	Play sound	4	4
Speakerphone	Ring	Loud	Play sound	Loud	Loud

There's also an Automatic setting that toggles between the Normal and Meeting modes, based on information you've entered into your phone's Calendar. For example, if you have a meeting scheduled in your Calendar, the phone will automatically switch to Meeting mode (and not ring out loud for an incoming call), until after the meeting is scheduled to end.

Personalizing Your Smartphone Is Easy

You can also personalize and customize your Smartphone by adding themed graphics, adding and modifying ringers, modifying program icons, and adding a wide range of third-party (optional) software applications. This book offers details about a wide range of applications available for your Smartphone, but for a complete listing of Microsoft Windows Mobile Certified Applications, point your desktop computer's web browser to www.microsoft.com/windowsmobile/catalog.

You can add new ringers, graphics, and programs to your Smartphone in several ways:

- Purchase software directly from a retailer and then install that software onto your phone. These programs typically need to be loaded into your desktop computer and then transferred to your Smartphone via USB cable, for example.
- Use your desktop computer to visit Smartphone software vendors, such as Handango (www.handango.com), PocketGear (www.pocketgear.com), or your service provider. You can learn about programs available, purchase them online, download them to your desktop, and then install them onto your Smartphone.

TEAM LinG

- Use your Smartphone to learn about programs available, and then purchase, download, and wirelessly install them onto your Smartphone from anywhere (without the use of a desktop computer). In the near future, this will be the most common way to load new graphics, ringers, and programs into your Smartphone.

NOTE

Microsoft is working with companies such as AT&T Wireless, Handango, and PocketGear, so Smartphone users will be able to learn about new Smartphone applications directly from their phone (using the built-in web browser). You'll then be able to purchase, download, and install that application—all directly from your Smartphone.

Protect Your Data

In addition to protecting your actual phone, it's equally important to protect the data stored in your phone. As you begin using your Smartphone, get into the habit of backing up your data regularly. You can do this in several ways, including the following:

- **Backing up to a memory card** By purchasing a memory card for your Smartphone, you can back up all of your important data (contact names, numbers, appointments, and so on) to that card.
- **Syncing to your desktop** Your Smartphone comes with a cable that allows you to sync data between your desktop computer and your phone. You should use this software and cable to back up your data regularly. Some service providers allow you to back up your phone wirelessly for an additional monthly fee. See Chapter 7 for details.
- **Password protection and encryption** You can protect your data from outsiders by adding password protection and/or encryption. Thus, if you lose your phone, you can keep unauthorized users from making calls, examining your phone directory, or gaining access to any data stored on the phone. Chapter 7 covers how to use this type of software and where to get it.

TIP

Using the functionality built into your Smartphone, you can lock the keypad and/or lock the phone itself to prevent accidental calls or to prevent unauthorized use of your phone. To activate the Keypad Lock from the Home screen (on the MPx200), press and hold the End button for a few seconds. To unlock the keypad, press Unlock (the left Soft Key) along with the pound (#) key. Calls can still be received and made with the keypad locked.

TEAM LinG

To prevent unauthorized use of your phone, enable the Phone Lock from the Home screen by choosing the Settings menu, followed by the More command. Choose the Enable Phone Lock command. You can set the phone to automatically lock if not used after a predetermined amount of time. The first time you enable the Phone Lock, you must set a password that will be used later to unlock the phone. To unlock your phone, simply select the Unlock command and enter your password; then select Done and press the Action button.

Keep Your Smartphone Charged and Ready for Action

Once you begin using your Smartphone, it will become an integral part of your day-to-day life. Because the unit operates on a rechargeable battery, it's important to keep that battery charged so your phone will be fully operational whenever you need it. In addition to the AC charger that comes with the Smartphone you purchased, a wide range of additional accessories are available to help keep your Smartphone charged and ready for action. These optional accessories (sold separately) include the following:

- Car charger
- Travel charger
- Extended life batteries
- Extra batteries

Additional information about these and other add-on accessories can be found in Chapter 18. Consider how much you'll be using your Smartphone and your own lifestyle to determine the best way(s) to keep your unit fully charged. If you spend a lot of time talking on the phone while in your car, a car charger may be the perfect solution. If you're always on the go, keeping an extra battery in your briefcase or purse may be a more feasible option if your battery runs low in the middle of the day but you still have important calls to make.

Begin Using Your Smartphone Now

This chapter provided a general overview of the applications built into your Smartphone and the actual layout of your phone. In the next chapter, you learn more about choosing a service provider and selecting a service plan. Later, you'll

TEAM LinG

discover, in much greater detail, how to use various built-in and optional software applications on your Smartphone.

In Chapter 3, you learn all about making and receiving voice calls, while in Chapter 4, you discover how to tap the power of the wireless Web from your Smartphone. Subsequent chapters explore specific applications and functions that will make your Smartphone even smarter as you customize it to meet your specific lifestyle and needs.

TEAM LinG

Chapter 2

Select Your Service Provider

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

How To…

- Choose a service provider for your voice and data service
- Determine what your service needs will be
- Understand the service agreement you're about to sign
- Avoid costly mistakes when selecting your service plan

Once you've gotten your hands on a Windows Mobile Smartphone, you'll need to choose a service provider, plus a voice *and* data service plan. As you'll quickly discover, you have plenty of options. By 2005, virtually all of the popular cellular service providers, including AT&T Wireless, Verizon, Sprint PCS, Cingular, and T-Mobile, will be supporting at least one Windows Mobile Smartphone. At the time of this writing, AT&T Wireless is in the process of acquiring Cingular, so the respective service plans and offerings from each of these companies may change.

In Europe, service providers such as Orange currently support multiple Windows Mobile Smartphone devices, including the Motorola MPx200 and the Orange SPV (not available in the U.S.). Service providers in Japan have an even greater offering of Smartphone devices, such as the i-mate Smartphone2, Mio 8380, dopod 505, and the Amazing Phone.

Depending on the model Smartphone you purchase, the choice of which service provider you'll need may be made for you. For example, at the time of this writing, the popular Motorola MPx200 Smartphone is compatible only with AT&T Wireless, while the Samsung i600 is supported exclusively by Verizon Wireless.

As time goes on, the same model Smartphone, such as the Motorola MPx100, will most likely be supported by multiple service providers—plus, the various service providers may also offer different models of Smartphones from different manufacturers.

Although the decision about which service provider to use may be decided for you, based on the model Smartphone you purchase, this chapter will help you select the right service provider to meet your needs (assuming there's a decision to be made) and then assist you in selecting the appropriate service plan from that provider.

TEAM LinG

NOTE

Unless you sign up for a prepaid cellular service plan, which tends to be more expensive and offer fewer features, when you select a service provider, you will most likely need to sign a one- or two-year service agreement. This is the amount of time you are bound to that service provider. While you can change between the service plans that provider offers, if you wish to break your contract and move to a different service provider, there's typically an early termination fee of between $100 and $250. (At the time of this writing, however, such plans are not compatible with any Windows Mobile Smartphones.)

Each service provider, such as AT&T Wireless, offers many different service plans at different price points. In addition to the regular plans these service providers offer, special limited-time promotions are constantly being offered that can save you money. So, even if you've selected what you think is the ideal provider to meet your needs and you've found the perfect service plan, it's important to periodically shop around and see what new offers and promotions are available.

CAUTION

Before signing up for any service plan, make sure you understand exactly what you're getting. Many people who sign up for a new service plan are surprised when their first bill arrives and they're hit with extra charges for long distance, roaming, going over their allotted number of "anytime" minutes in the plan, or for sending/receiving too much data. These additional charges can easily double or even triple your monthly bill if you're not careful. It's vitally important to carefully evaluate your needs, and then choose a plan that best fits those needs.

Did you know?

You Can Switch Providers

Once you've met the obligations of your service contract (one or two years, for example), you can change service providers but keep your existing cell phone number. You will, however, have to upgrade or change phones. This is particularly useful if you already have a traditional cell phone, but you've decided to upgrade to a Windows Mobile Smartphone. For example, if the service provider for your older cell phone is Sprint PCS and you change to AT&T Wireless, you can upgrade to a Windows Mobile Smartphone. You can switch service providers, upgrade to a Smartphone, plus keep your existing cell phone number, typically for no charge.

TEAM LinG

Choose the Perfect Voice/Data Service Plan for Your Needs

Choosing the right service provider and ultimately the best service plan to meet your specific needs is critical, or you'll wind up with extremely high monthly bills and still not get the features and functionality from the service plan that you truly need in order to fully utilize your Smartphone.

Be sure to consider the coverage areas of the service provider. Even if coverage is offered throughout the area(s) where you live and work, consider where you spend vacations or where you travel for work. If you travel overseas a lot, ask about international roaming charges.

Before looking at all of your options, evaluate your own needs and desires, based on what you now understand your Smartphone is capable of. Unlike traditional cell phones, some of the common features of your Smartphone you might want to utilize include:

- Utilizing caller ID, three-way (conference) calling, call forwarding, call waiting and voice mail
- Surfing the Internet and accessing online data
- Sending/receiving e-mail
- Sending/receiving SMS messages and/or text messages
- Using MSN Instant Messenger or AOL Instant Messenger
- Sending/receiving PictureMail (digital photos)

Consider what your Smartphone can do, and start by deciding which features and functions are important to you and which features you plan to immediately incorporate into your daily life. In other words, before shopping for a service provider (or a service plan), define your needs. Ask yourself the following:

- How much will you be using your Smartphone to make voice calls during normal business hours? (How many *anytime* minutes do you need your plan to offer?)
- Will all of the calls you'll be making originate from a specific geographic area, such as your hometown or city? Will you be traveling around regionally (typically within 50 to 100 miles from where you live) or nationwide and placing calls from wherever you happen to be?

TEAM LinG

- Will you be making a lot of long distance or international calls from your Smartphone?
- With access to the Internet available from your Smartphone, what types of information will you be accessing and how often?
- Approximately how much e-mail do you anticipate sending and receiving from your Smartphone on a monthly basis?
- How often will you be utilizing SMS Messaging or text messaging?
- Will you be spending a lot of time connected to MSN Instant Messenger or AOL Instant Messenger to communicate in real time with your friends, coworkers, clients, and acquaintances?
- Do you want to customize your phone by downloading additional ringers and graphics (for an extra fee)?
- How often will you be calling 411 Information (directory assistance) from your Smartphone? (There's an extra charge of up to $2.00 for each of these calls, based on your service provider and service plan.)
- What is your monthly budget for voice and data service for your Smartphone?
- To receive a better plan and better rates, are you willing to make a two-year commitment to a service provider (as opposed to a one-year agreement)?

TIP

Instead of calling 411 Information (directory assistance) and paying up to $2.00 per call to obtain a phone number, using your Smartphone, you can access online phone directories, such as InfoSpace White Pages, Handmark Express, or Mobile 555-1212 Directories, and look up the desired number(s) online. This may take slightly longer, but you'll save money.

If you're already an avid cell phone user, whether it's primarily for business or personal use, you should already have a general idea of how often you use the phone, the number of "anytime" or "peak" minutes you use during each billing cycle, and in what geographic areas you typically use the phone. Use this information to help you choose the appropriate service plan for your Smartphone. Keep in mind, however, that with the added functionality of your Smartphone, you'll most likely be relying more heavily on your phone, particularly in terms of wireless Internet usage.

TEAM LinG

TIP

If you do call 411 Information (directory assistance) often, keep in mind that some service providers give you up to three separate phone number listings/addresses per call for one flat rate. There's no need to call back multiple times and get billed separately for each call. You need to tell the live operator immediately, however, if you're inquiring about more than one listing. Otherwise, you are transferred to a computer voice that tells you the first number you've requested, and then you are typically disconnected. The operator needs to know to stay on the line in order to provide multiple listings.

Choose the Best Strategy for Selecting Your Service Provider

The first step to finding the right service provider and the perfect service plan is to shop around. There are several approaches you can take:

- **Strategy #1** Select the specific model of Windows Mobile Smartphone you want, and then sign up with the service provider that the phone is compatible with. For example, if you purchase the Motorola MPx200, you'll automatically need to sign up with AT&T Wireless for service. Once you know which service provider you'll be using and you've evaluated your needs, choose the service plan that best meets those needs.
- **Strategy #2** Shop around and evaluate each of the popular service providers (AT&T Wireless, Verizon, Sprint PCS, Cingular, T-Mobile, and so on), figure out what service plans and features each offers, and then determine which Windows Mobile Smartphone your service provider of choice supports and purchase that phone. If you choose Verizon Wireless, for example, you'll wind up with a Smartphone such as the Samsung i600, as opposed to the Motorola MPx 200 (which, at the time of this writing, is compatible only with AT&T Wireless).

To research which plan and/or phone is best for you, visit the various service providers' web sites, call their customer service phone numbers, visit a retail location for each specific service provider, and/or visit a consumer electronics retailer (such as Best Buy or Circuit City) that sells Smartphones and is a reseller or authorized agent for a handful of different service providers. The best way to learn about special

TEAM LinG

promotions and money saving offers, however, is to visit each service provider's web site or retail location.

The table that follows shows how to contact some of the well-known, nationwide cellular service providers that currently or will soon be supporting Windows Mobile Smartphones (and/or Windows Mobile Pocket PC SmartPhone Editions). You can also visit retail locations for any of the service providers.

Service Provider	Toll-Free Customer Service Number	Web Site
AT&T Wireless	(866) REACH-OUT	www.attwireless.com
Verizon	(800) 2-JOIN-IN	www.verizonwireless.com
Sprint PCS	(800) 480-4727	www.sprintpcs.com
Cingular	(866) 246-4852	www.cingular.com
T-Mobile	(800) T-MOBILE	www.tmobile.com

TIP

To find out about the latest Windows Mobile–compatible Smartphones and the service providers each is compatible with, visit the Windows Mobile web site at www.microsoft.com/windowsmobile.

Buy Your Phone and Establish Service for It

After you choose a Windows Mobile Smartphone, your service provider, and an authorized dealer you're comfortable dealing with, the process of purchasing a phone and getting it activated with the service plan of your choice should take less than 30 minutes. The main steps involved in purchasing and activating your phone include the following:

1. Purchase the Smartphone either from a service provider or an authorized agent of that service provider (such as a consumer electronics retail store or kiosk at the mall).
2. To activate the voice and data service, the service provider (or its authorized agent) will typically run an instant credit check. If your credit is less than perfect, you'll most likely be required to make an initial security deposit to get your service activated.
3. Choose a service plan. Be sure to go over this plan carefully with the salesperson before signing up.

TEAM LinG

4. Activate the phone. The dealer will probably do this for you; however, you may need to activate it yourself by calling the service provider directly. When the phone gets activated, you will receive your phone's new phone number.
5. Sign a one- or two-year service agreement. This is a legal contract with the service provider. Breaking the contract before its end date often results in an early termination fee between $100 and $250, depending on the service provider.

TIP

In many situations, if you're being assigned a new phone number, you can select from multiple choices, so be sure to ask for a number that's easy to remember when the number is being assigned.

Understand the Service Plans Before You Sign On

Knowing what you want out of a service plan will make it much easier to select the appropriate one to meet your needs. Keep in mind that you can always switch service plans (during the time period of your service agreement with a service provider), but you probably won't want to switch service providers until your agreement expires. If you're upgrading from a traditional cell phone to a Smartphone, take a look at the average number of peak and off-peak minutes you typically use each month. Once you start using your Smartphone, however, keep in mind that you'll probably be utilizing the wireless Internet features, so consider that usage and determine what's included in the plan you select.

Peak minutes or anytime minutes are used during weekdays, usually from 6:00 A.M. (or 7:00 A.M.) to 7:00 P.M. (or 9:00 P.M.), depending on the service provider and your service plan. Most plans come with a predetermined number of anytime minutes. If you go over your allotted minutes, you'll be billed anywhere from 30 to 70 cents or more per minute, depending on the plan and service provider.

A typical service plan has a set monthly fee that includes a predetermined number of anytime minutes, plus "nights and weekend minutes." The plan may or may not include long distance charges. (Always look for a plan where long distance is included.) When evaluating a plan, you also need to know the rate per minute if you exceed your predetermined number of anytime minutes; you also need to know when and if roaming charges apply. If your service provider charges roaming fees, you need to know when they're applicable and what the per-minute rate is.

As you evaluate a plan, also inquire about the one-time activation fee (to turn on the phone and set up service), the times and days anytime minutes apply, the times and days "nights and weekend" minutes apply, whether or not unlimited

TEAM LinG

mobile-to-mobile calls are included, and the additional cost for the wireless Internet services. During special promotion periods, you can sometimes get the one-time activation fee waved, for example. Another common promotion is for the service provider to give you unlimited anytime minutes for the first one, two, or three months of your service, if you sign a multi-year service agreement.

Add a Data Plan to Your Voice Plan

To access the wireless Internet features your Smartphone is compatible with, you'll also need to sign up for a data service plan (at an additional cost) in addition to your qualifying voice plan.

AT&T Wireless, for example, has a variety of plans that include its mMode Plus wireless Internet service. It's this service that enables your Smartphone to send and receive e-mail and surf the Web. The mMode Plus service can be added to any wireless service plan from AT&T Wireless for an additional fee, depending on the amount of data you plan to send and receive.

Some of the AT&T Wireless mMode plans (compatible with the Motorola MPx200 Smartphone) start at an additional fee of $2.99 per month, plus 2 cents per kilobyte sent or received when surfing the Web, sending or receiving e-mail, or sending text messages. The mMode Mega plan, for example, starts at $7.99 per month and allows up to 1MB (one megabyte) of data to be sent/received per month. Additional data is billed at 1 cent per kilobyte.

The mMode Max plan costs an additional $12.99 per month (over and above the voice plan) and allows for 4MB of data to be sent/received per month, with additional data costing .8 cents per kilobyte. For $19.99 per month (in addition to the voice service plan), the mMode Ultra plan allows for 8MB of data to be sent/received per month, with additional data costing .6 cents per kilobyte. These are the rates at the time of this writing and are subject to change.

NOTE

When you subscribe to AT&T Wireless for your service, the mMode component of your plan (which is listened separately on your monthly bill) covers the data transmitted and received. This refers to how much wireless Internet usage you have available in your plan and actually use. The amount of data sent and received is measured in kilobytes (KB). The mMode plans are based on the number of megabytes (MB) used in a month (1,024KB = 1MB). Unlike voice plans, with mMode, you pay only for the total amount of data you transmit and receive, not for the length of time you're connected or how long you look at the information. This holds true for all of the service providers.

TEAM LinG

Although only AT&T Wireless offers the mMode wireless Internet service, each of the other major service providers has similar plans and features. For example, Sprint PCS's version of mMode is called PCS Vision, Cingular calls its service Wireless Internet Express, and Verizon calls its service the PDA/SmartPhone Features. Each gets added to qualifying voice plans.

Throughout the world, many service providers (including T-Mobile in the U.S.) offer unlimited data plans for a flat monthly fee. This means you can send and receive unlimited data (e-mails, text messages, and web page visits, for example) during each billing cycle. A growing number of service providers now offer this option for between $30 and $40. This is in addition to the voice plan you select. With Smartphones becoming more popular, this flat fee pricing model will probably be adopted by most, if not all, of the service providers in the near future.

If you're using the Samsung i600 Smartphone with the Verizon Wireless service, for $24.99 per month, you can sign up for a data plan that offers 5MB of data transfer per month, with an additional cost of .008 cents per KB thereafter. For $44.99 (plus the cost of a qualifying voice plan), unlimited data service is available. These rates are subject to change.

CAUTION

When you sign up for a new service plan, make sure you read the fine print and understand exactly what's being offered. For the first three months or so, evaluate your monthly bills carefully to ensure you don't incur any surprise charges. Don't rely on the salesperson's word; ask for the service plan description in writing and make sure you keep a copy of the agreement you sign.

A typical one-page e-mail equals about 1KB, while a five-page Word document is about 40KB. Viewing a typical web page can be 45KB, while sending/receiving an MP3 music file (of typical song length) is about 4,000KB or 4MB.

Avoid the Ten Most Common Mistakes When Choosing Your Service Plan

The following tips will help you choose a service plan that will work best for you, based on your personal and professional needs. Choose a plan that caters best to how you'll be using your phone, without getting caught up in the promotional hype from the service providers.

TEAM LinG

1. Using too many anytime minutes during a monthly billing cycle. If your service plan costs $19.99 per month and includes just 45 anytime minutes, you'll be billed extra (sometimes up to $1.00 or more per minute if roaming and/or long distance charges also apply) for each anytime minute you use beyond that.
2. Making calls when roaming. If you go outside the service provider's service area, your phone will still work, but it will "roam" to another service provider. You will be billed a hefty per-minute roaming fee when this occurs. Your phone will inform you when you're roaming.
3. Not understanding the terms of the agreement. There's a lot of fine print involved with service agreements. You need to know exactly what's included and what costs extra.
4. Sending/receiving too much data during a monthly billing cycle. If your data plan allows you to send/receive 4MB of data per month, but you really send/receive 8MB per month, the additional fees add up quickly.
5. Utilizing too many features from the service provider that cost extra, such as dialing 411 Information or downloading ringers. Depending on your service plan, many features cost extra each time you use them. You need to understand what's included in your plan and what's not. Voice mail, caller ID, call waiting, and three-way calling are included in virtually all service plans. Calling 411 Information (directory assistance), forwarding calls, downloading ringers or graphics, and/or sending/receiving data all cost extra.
6. Committing to a long-term service agreement when it's not necessary. If you find a good deal that requires only a one-year service agreement, don't sign up for a two-year agreement. Service providers change their plans regularly and prices are always dropping due to increased competition. Try to keep your commitments as short as possible when signing service agreements. Rates are typically lower, however (or more features are offered by the service provider), if you sign up for a two-year agreement.
7. Choosing a plan that offers too few anytime minutes to meet your needs. If you know you need at least 500 anytime minutes per month, don't choose a plan that offers only 300 anytime minutes, or you'll wind up with a high bill each month. Those extra-minute fees add up very quickly.

TEAM LinG

8. Selecting a service plan that offers "free nights and weekends," but that isn't competitive in terms of what constitutes a "night." For example, some service providers offer "free nights" between 7 P.M. and 6:59 A.M. Night minutes for other service plans don't kick in until 9 P.M.
9. Choosing a plan that doesn't offer unlimited long distance. These days, the majority of voice service plans include long distance charges. If they don't, you will be billed an extra per-minute charge each time you make a long distance call, even if you're not roaming and you haven't exceeded your allocated anytime minutes.
10. Choosing a local or regional plan when you travel a lot and require a national service plan. Companies such as AT&T Wireless offer Local, Regional, and National plans. This has to do with where your phone is registered and where you originate calls from. If you have a local plan, you can make and receive calls from within that local area. However, if you leave the area, you'll be billed extra roaming fees. Regional plans typically encompass several states in your area from which calls can be sent/received without roaming. A national plan allows you to send/receive calls from anywhere in the U.S., with no roaming fees (as long as you stay on your service provider's network.) If you travel a lot, you'll definitely need a national service plan.

TIP

Without a flat fee data plan, it's important to keep track of your data usage to avoid costly overruns. One way to do this is to add special software to your Smartphone that tracks data usage during each billing cycle and alerts you if you're about to exceed what your service plan allocates. More information about adding this type of third-party software to your Smartphone can be found in Chapter 5.

Discover What to Look for in a Service Plan

In a nutshell, you want to spend the least amount per month for your voice and data service but get the most features and minutes possible. Ideally, you want to shop around for a plan that offers the following:

- A high number of anytime minutes.
- A low per-minute fee if you exceed your allocated anytime minutes.
- Unlimited night and weekend minutes (starting at 7 P.M., not 9 P.M.).

TEAM LinG

- Caller ID, call waiting, voice mail, and three-way calling should be included in the plan.
- No roaming charges as long as you stay within the service provider's national network.
- Low roaming charges if you do leave the service provider's network and need to make/receive calls.
- No long distance charges ever.
- Unlimited wireless Internet/data service—for an additional flat fee.

Typical Add-On Services

For an additional fee (typically between $.99 and $5.00 per month each), you can often add additional features to your calling plan. These features vary based on the service provider, the plan you sign up for, and the Smartphone you'll be using. Here's a sampling of add-on services most service providers offer:

- **411 Information (directory assistance)** You'll be billed up to $1.99 extra per use.
- **Downloadable ringers and graphics** You will be billed for each ringer or graphic you download to your phone. Some service providers allow you to download unlimited ringers/graphics for a flat monthly fee. There are also independent web sites and services available on the Web that offer free ringtones and graphics that are compatible with your Smartphone. See Chapter 8 for details.
- **Roadside assistance** This service works much like AAA. If you get stuck on the road, get a flat tire, or need emergency help, it is available 24/7 for an additional monthly fee.
- **Voice dialing** Instead of dialing a phone number the traditional way, with your fingertip(s), you can use this service to speak the person's name you're trying to call and have that number automatically dialed. Most of the service providers offer this for a flat monthly fee.
- **Equipment coverage/insurance** For a flat monthly fee, an independent insurance company covers your phone if it gets lost, stolen, or damaged. There are very specific limitations to coverage, so be sure to read this separate

TEAM LinG

service agreement before signing up for it. For example, some of the insurance companies will replace your phone with a refurbished phone, not a new one. Plus, there's typically a deductible of between $35 and $50. Other insurance companies won't cover a lost phone (only a stolen phone, providing there's a police report submitted). Depending on the insurance company that works with your service provider, the small monthly fee associated with this add-on is usually a wise investment.

- **International calling** Many of the service providers offer very low per-minute rates for calling Canada, Europe, and other counties if you pay a small additional monthly fee.
- **Unlimited text messaging (SMS Text Messaging)** For a flat monthly fee, you can send and receive as many text messages as you'd like.
- **Unlimited mobile-to-mobile minutes** For a flat monthly fee, if you're a Sprint PCS customer, for example, you can call any other Sprint PCS customer, anytime, day or night, without it counting against your minutes.
- **Family talk plans** This type of plan allows you to have two or more phones under one plan. Each phone has its own phone number, but you share all of your minutes and it's all accounted for on a single bill.
- **Call forwarding** If your Smartphone is turned off, incoming calls will automatically be rerouted to another number as opposed to being sent to voice mail. Charges for this service vary by service provider as either a flat monthly fee or on a per-call basis.

TIP

Many of the service providers allow you to sample some or all of these services if you're a new customer by offering them to you, free of charge, for 30, 60, or 90 days. Be sure to ask about what special promotions are currently underway when you establish your service plan.

The Lingo You Should Know

The following are many of the terms you'll need to know in order to truly understand what's being offered in the service plans from the various service providers. To help you better understand these terms, they've been divided into three main categories:

TEAM LinG

- Terms related to your overall service plan and service provider
- Terms related to your voice call plan and usage
- Terms related to your Smartphone's data plan and usage

Terms Related to Your Overall Service Plan and Service Provider Understanding these terms will help you choose the most appropriate service provider and service plan to meet your needs:

- **Activation fee** For new customers, this is the one-time fee associated with activating the phone, assigning you a phone number, and getting your service working. You'll typically need to pay this activation fee, along with your first month's service fee, at the time your phone is activated.
- **Billing cycle** Depending on the service provider, your monthly billing cycle begins on the day you first activate your phone (as opposed to the first of the month). Other providers will pro-rate your first month's service, and then bill you on the first of every month.
- **Equipment coverage (insurance)** This is an optional flat monthly fee that can be added to your bill to cover your Smartphone against loss, theft, or damage. Even with the deductible involved if the phone needs to be replaced (typically between $35 and $50), this insurance is a wise investment for most people. Your alternative is to purchase an entirely new Smartphone at the suggested retail price if your phone ever needs to be replaced. The service providers work with outside insurance companies. Make sure you understand the terms and limitations of the insurance or protection plan before signing up for it.
- **Service agreement** This is the legal agreement you sign with the service provider in order to obtain a phone number and service for your Smartphone. The typical length of an agreement is one or two years. If you break the agreement early, you'll be obligated to pay an early termination fee.
- **Shared or family plan** Many service providers allow you to have multiple phones on a single account. While each phone has its own unique phone number, the number of anytime minutes, for example, from a single plan are shared. Thus, if your plan includes 500 anytime minutes, you can use

TEAM LinG

those minutes by making/receiving calls from any of the phones connected to the shared plan. This is typically a cheaper option than signing up each phone with its own plan, although your allocated anytime minutes get used up much faster.

- **Wireless local number portability** Starting in 2004, it became possible to transport your existing cell phone number between service providers. Thus, if you are with Sprint PCS and decide to buy a Smartphone that is compatible only with AT&T Wireless, you can keep your existing Sprint PCS cell phone number when you change service providers.

Terms Related to Your Voice Call Plan and Usage Your Smartphone is, first and foremost, a wireless communication device that allows you to make and receive voice calls. Understanding the following terms will help you choose an appropriate service plan, based on how much talking you plan on doing.

- **Additional airtime per minute** Once you've used up your anytime minutes (which for many people is very easy to do), any excess minutes you use during your billing cycle will cost extra. Depending on the service provider, those extra minutes may be billed at a flat rate, or you could be billed a flat rate plus long distance and/or roaming charges, even if your plan typically includes long distance and roaming. This is why it's extremely important to ensure your plan comes with enough anytime minutes and that you keep track of the anytime minutes used during each billing cycle.

TIP

Every service provider offers multiple ways for you to keep track of the anytime minutes you use during each billing period. Whether it's by accessing a specific web site or calling a special number from you Smartphone, you'll want to keep track of your "anytime minute" usage so you don't rack up extra charges.

- **Anytime minutes** These are airtime minutes that can be used to make or receive calls on weekdays, typically between 5:59 A.M. and 7:00 P.M. (or 9:00 P.M.), depending on your plan. These minutes are included in your plan, so when you use them, you won't be billed extra. A national service plan that costs $39.95 per month from AT&T Wireless, for example, may come with 550 anytime minutes, with additional minutes costing 40 cents each. A plan will also include a predetermined number of night and weekend

TEAM LinG

minutes, or *unlimited* night and weekend minutes, which means you can use the phone as much as you'd like during the times your service providers consider to be off-peak night or weekend periods, without having to worry about the number of minutes used or long distance charges.

- **Call forwarding** If your Smartphone is turned off or you are unavailable to answer it, calls typically get forwarded to a voice mail service. With this feature, incoming calls can automatically be redirected to a phone number of your choice (your home or work number, for example) without the caller knowing it.
- **Directory assistance** When you dial 411 to obtain a phone number listing, address, or other information, you will be billed an additional flat fee from your service provider. Make sure you learn exactly what the 411 service your service provider offers includes. Some allow you to obtain up to three different phone numbers per call (for one fee), while others offer more of a concierge service that will provide driving directions, suggest restaurants (and even make reservations), and/or look up movie times in your area.
- **International calling** Most cell plans include calls made within the U.S. only. International calls are billed at a separate rate, regardless of when you make the call. If there are countries you call often, many service providers offer special add-on plans that feature a very low per-minute rate for international calls.
- **International roaming** If you travel abroad, with some service providers and Smartphones, you can bring your Smartphone along and use it to send and receive calls from other countries. When you do this, however, international roaming rates apply.
- **Local service area** If you sign up for a local service plan, this refers to the geographic region your service provider considers "local," meaning that no roaming charges will apply. Most local plans don't extend beyond your home city. For example, if your Smartphone is registered in California, your local plan might include the entire state (plus a small area of Nevada), or it might just include the Los Angeles or San Francisco area.
- **Mobile-to-mobile minutes** When calling another cell phone user who subscribes to the same service provider, that's considered a mobile-to-mobile call. If your service plan includes unlimited mobile-to-mobile minutes, you can call someone else on their mobile phone (as long as it's the same service provider) anytime and speak as long as you wish, without using up your anytime minutes.

TEAM LinG

- **Nationwide long distance** Just as with traditional phone service, a long distance call is considered any call made outside of your local calling area. Most service providers offer free long distance, which means there's no additional charge for making a call from California to New York. If long distance isn't included in your service plan, in addition to using up minutes, you will be billed a per-minute fee for making a long distance call. When long distance is included in a service plan, it typically includes calls made within the United States (including Hawaii). Some service providers also include service to Puerto Rico, the U.S. Virgin Islands, and parts of Alaska and consider these calls to be within the United States (so international calling rates do not apply).
- **Nationwide service area** A service plan that's national means you can travel anywhere in the U.S. (in territories covered by your service provider), and make and receive calls with no additional roaming charges or long distance charges.
- **Regional service area** A regional service plan, as the name suggests, allows you to travel within a specific, predefined region, and make/receive calls without incurring additional roaming or long distance charges. These plans are typically cheaper than national plans but are only suitable if you don't plan on traveling outside of your home region.
- **Roaming** Any time you travel outside of the geographic area covered by your service plan, or you enter an area that your service provider doesn't offer coverage in (but you still want to make/receive calls), you can roam. This means your phone taps into another service provider's network. This gives you much greater service coverage, but you will pay additional per-minute roaming fees of between 30 and 90 cents per minute, depending on the service provider (and whether or not long distance charges are included).
- **Roll-over minutes** This was a concept created by Cingular. Each month you don't use your allocated anytime minutes, they roll over to the next month. In theory, this allows you to use all of the anytime minutes you've paid for as part of your monthly service plan.
- **Unlimited nights & weekends** Night and weekend (or off-peak) minutes typically begin on Friday evening (at 7:00 P.M. or 9:00 P.M.) and continue through the following Monday morning (at 5:59 A.M. or 6:59 A.M.). During this period, you can use your phone to make/receive calls as often as you'd

TEAM LinG

like, without using up your anytime minutes. Some service providers cap off the number of night and weekend minutes offered with a plan, while others offer unlimited night and weekend minutes. Keep in mind that this typically does not include wireless data/Internet access.

Terms Related to Your Smartphone's Data Plan and Usage One of the main functions that sets your Smartphone apart from a traditional cell phone is its ability to send and receive data wirelessly. This allows you to send/receive e-mail, text messages, photos, and data, plus surf to your favorite web sites. The following terms will help you understand the data plans offered by the various service providers.

NOTE

Wireless data technology is changing rapidly. Different service providers are adopting different technologies to increase wireless data transmission speeds. Just as there is a dramatic difference between a dial-up, DSL, and broadband Internet connections when using a traditional computer to surf the Web, there are also options when it comes to wireless data transmission technology that will dramatically impact the speed at which you can surf the Web using your Smartphone. Talk to your service provider about what technology it uses to allow customers access to the wireless Web.

- **Instant messaging (AOL Instant Messenger/MSN Messenger)** Just like the regular versions of AOL Instant Messenger or MSN Instant Messenger, the versions of these programs available for your Smartphone allow you to connect to the Internet and type text messages in real time to people on your existing buddy list or others who are also connected to this service. The difference between Instant Messenger and SMS Text Messaging is that Instant Messenger is in real time. When you hit Send after typing your message, the recipient can read it and respond within seconds, creating an ongoing, text-based conversation. You can also hold multiple conversations at once with different buddies. This is all covered in Chapter 6.
- **Ringers and graphics** One of the features of your Smartphone is that you can customize and personalize it by downloading special ringers and graphics. A wide selection of themed ringers and graphics is available from service providers for an additional fee and can be downloaded directly to your phone. As you'll discover in Chapter 3, you can easily assign specific ringers to specific people, so when they call your Smartphone, you'll hear a distinctive ring.

TEAM LinG

Did you know?

Speed Matters!

Currently, the GSM/GPRS carriers (service providers) offer what's equivalent to a 56K connection, which is split into two upload channels and two download channels, meaning only a 28.8K connection in each direction. Carriers using CDMA technology are capable of higher download speeds. For example, Verizon Express, available from Verizon Wireless but only in certain metropolitan areas, offers asynchronous data transfer speeds of up to 144Kbps. Most Windows Mobile Smartphones are compatible with both technologies, so the speed at which you can surf wirelessly will depend on your service provider.

- **SMS Text Messaging** This is a text messaging service that's compatible with virtually all service providers (and all Smartphones). Using SMS Text Messaging (short mail), you can send a short text message to any other wireless phone or PDA device as long as you know that other phone's phone number. The receiving device does not need to subscribe to the same service provider as you.
- **Wireless Internet service** This is an add-on service offered by your service provider that allows your Smartphone to access the Internet, surf the World Wide Web, send/receive e-mail, send/receive text messages, or use an Instant Messenger service. Some service providers offer unlimited data service for a flat monthly fee, while others charge by the amount of data you send and receive.
- **Wireless sync features** Because your Windows Mobile Smartphone is compatible with Microsoft Outlook, you can ensure that the Outlook data on your computer at home or work is always synchronized with the data on your Smartphone using this wireless feature. Thus, whatever contact information, to-do lists, appointments, or other data you have stored in Outlook will always be up-to-date and available on both your computer and Smartphone.

Protect Your Investment

Although the price of Smartphones is dropping quickly, you'll still need to invest in purchasing the actual phone itself. To protect this hardware investment, you have multiple options:

TEAM LinG

Consider Getting Insurance for Your Smartphone You can sign up for the add-on insurance program offered by your service provider. It should cost under $5 extra per month.

Keep Your Smartphone in a Case You can purchase an optional case for your phone that will help protect it from damage if, for example, you accidentally drop it. A case also protects the phone's screen, which could easily get scratched. Another benefit of using a case is that most come with clips to attach the phone easily to your waist.

Get an Extended Warranty for Longer Lasting Protection When you purchase your phone, many consumer electronics stores, such as Best Buy or Circuit City, will sell you an extended warrantee on your phone. Depending on what this extended warrantee actually covers, it might or might not be a better deal than the insurance offered by the service provider.

Start Making Contact

Now that you have a basic understanding of your Smartphone, you've selected a service provider and a service plan, and your phone has been activated, it's time to discover how to contact the outside world by making and receiving calls from your Smartphone. That's what's covered in Chapter 3.

TEAM LinG

This page intentionally left blank

TEAM LinG

Chapter 3

Make Contact with Your Smartphone

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

How To…

- Use your Smartphone as a powerful voice communications tool
- Make your very first call
- Utilize the various built-in calling features of your Smartphone
- Make conference calls
- Customize your ringers
- Understand the voice call–related services offered by your service provider
- Track your usage to avoid extra charges

First and foremost, your Windows Mobile Smartphone is, in fact, a phone—and a powerful one at that. The Smartphone you now own has all of the features and functionality of a traditional cell phone, plus the calling features offered by your service provider (call waiting, caller ID, voice mail, and so on).

NOTE

If you're already familiar with how a traditional cell phone works, some of the information offered in this chapter will be rudimentary. This chapter does, however, also focus on features and functions specific to Smartphones.

In addition, your Smartphone has functionality found in many powerful personal digital assistants (PDAs), so you can seamlessly utilize the phone's built-in contact directory or synchronize your contact and appointment database with Microsoft Outlook on your desktop computer. Your Smartphone also keeps a detailed call log of your incoming and outgoing calls.

You can customize your Smartphone's ringers in a variety of different ways (discussed shortly). Plus, using optional third-party software, you can add even greater functionality to your phone by adding additional ringtones and incorporating caller ID with photos, for example. So, when someone special, such as your wife, boyfriend, girlfriend, child, or boss calls, not only can you assign a custom ringer to that person (based on the caller ID number of the incoming call), you can also have a digital photo of that person appear on your phone's screen each time they call.

The term "Smartphone" isn't just a marketing catchphrase. It actually means something. You'll soon discover that when it comes to making and receiving calls, your phone has several built-in profiles that change the way the phone acts, based

TEAM LinG

on the environment you're using it in. For example, if your phone is in Meeting mode, it will vibrate as opposed to ring. You can also automatically or manually send incoming calls directly to voice mail. In Automatic mode, your Smartphone can actually pay attention to your appointment schedule and automatically switch between modes based on how you're spending your day.

If you have a meeting scheduled for between 2:00 P.M. and 3:30 P.M., the Smartphone notices this and automatically switches your phone's profile from Normal to Meeting mode during that designated time. Now, during your meeting, the phone either vibrates (as opposed to rings) or sends incoming calls directly to your voice mail.

Your Smartphone also offers other powerful features, including conference calling, the ability to place a caller on hold, the option to mute the microphone while you're on a call, and the phone's built-in speakerphone function. When you add an optional phone headset or hands-free kit, you can make and receive calls without having to hold the phone up to your ear.

Did you know?

Creating Your Speed Dial List

Every time you enter a new contact into your phone's contact database, you have the option to add one or more of that person's phone numbers to your speed dial list. Each number in your speed dial directory is assigned a one- or two-digit number. For example, your phone's voice mail is typically number 1. Your mom could be programmed as speed dial number 2, and work could be programmed as speed dial number 3. Now, when you want to call one of these numbers, you simply press the speed dial digit(s) followed by the Send button to dial that number. For example, if your mom was preprogrammed as number 2 in your speed dial list, you'd press 2 and then Send

By recording a voice tag with each contact, you can *speak* the name of the person you wish to call and your Smartphone responds by dialing the number. This feature needs to be set up once for each contact but then eliminates the need to dial the contact's phone number manually or even look it up in your phone's built-in directory. With optional software, called Microsoft Voice Command for Windows Mobile 2003, you can totally change the way you interact with your Smartphone because it will respond to a wide range of voice commands in addition to button pushes. See Chapter 9 for more information about this software.

TEAM LinG

Finally, if you're too lazy to dial a phone number manually, or you don't feel like searching the phone's built-in contact directory for the number you're looking for, you can take advantage of speed dial or voice dialing for your most frequently dialed numbers.

Make Your First Call

Once your Smartphone's service has been activated with a service provider, you're ready to begin making and receiving calls. To make your first call, without preprogramming any phone numbers, simply turn on the phone's power and wait for the Welcome/Start screen to appear.

Next, using the phone's keypad, manually dial the area code and phone number of the person you'd like to call. As you begin typing in the phone number, the screen changes and the number you're dialing is prominently displayed on the screen.

Meanwhile, as you're entering the phone number, the Smartphone attempts to match the number you're dialing with both your list of recently dialed numbers and numbers stored in your Contacts list. When a match is found, you have the option to select it. Matches are displayed on the bottom half of the screen. Using the 4-Way Directional button, you can scroll down to the appropriate listing, highlight it, and then press the Action button to dial that number. The alternative is to continue manually dialing the phone number whether or not it's already stored in the phone's memory.

After the complete phone number is entered, you can Save the number by pressing the left Soft Key, or you can dial the number and initiate the call. To dial the number, press the Send button on the phone.

When you press Send, the word "Calling" appears under the phone number (as shown in Figure 3-1). Within a few moments, your call should be connected. Hold the phone up to your ear (unless you're using the speakerphone option or a headset), and start talking as if you're using a regular phone.

As you're dialing a number, if you press a wrong digit, simply press the Back button on the keypad once. On most Smartphones, this button has a backward (left pointing) arrow icon on it and is located either above or below the End button.

Once the call is connected, the word "Calling" on the screen is replaced with a timer that lets you know the duration of your call.

TIP

Whether you're making a local or long distance call, virtually all service providers require that you enter the complete area code and phone number for each number you dial. It's not, however, typically necessary to dial a "1" before the area code.

TEAM LinG

FIGURE 3-1 Once you manually enter a phone number or initiate a call, the word "Calling" appears on the screen. This indicates the phone is dialing the desired number.

Weak Connection? Pay Attention to the Service Status Indicators

When you travel around with your Smartphone, you'll notice that in some areas, you get better reception than in others. In the upper-right corner of the screen (next to the battery power indicator) is the signal strength indicator (see Figure 3-2). If next to this indicator you see multiple lines, there's a strong signal and your calls should be clear. If you're in an area with weak reception, there will be fewer lines next to the signal strength indicator. If there's a small circle with a diagonal line through it next to the signal strength indicator, it means you temporarily have no service. Try moving to another area before attempting to make a call.

End a Call

Unlike a traditional telephone, when you're done with a phone conversation, it's necessary to press the End button on the phone to terminate the call. You can then return to the phone's Welcome/Start screen by pressing the Home button (the button on the keypad with a house icon). After a few moments, the Welcome/Start screen automatically appears if you don't initiate another call.

NOTE

On the Motorola MPx200, the Send button has a green, vertical telephone handset icon on it. The Samsung i600 Smartphone has the word Send in green text printed on the appropriate button. Likewise, the End button on the MPx200 has a red, horizontal phone handset icon on it, while the i600 has the word "End" printed in red letters on the appropriate button.

TEAM LinG

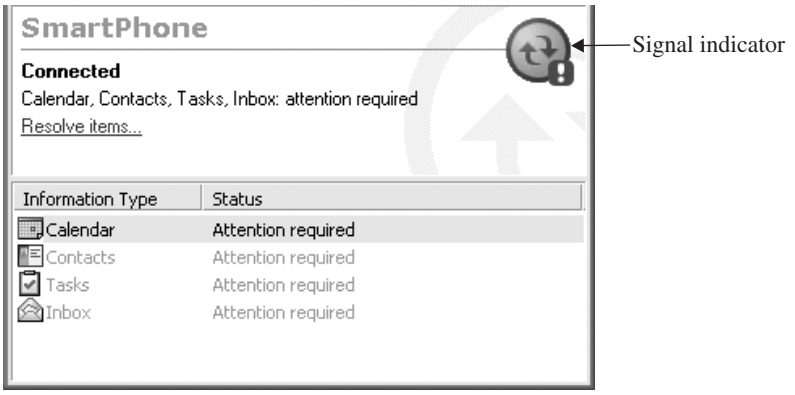


FIGURE 3-2 All Smartphones have a signal strength indicator in the upper-right corner of the screen. It's located next to the battery strength indicator.

Hey, It Must Be for You…Answering a Call

Once you start giving out your phone number, chances are, people are going to call you. To answer your phone when it rings, open the phone and press the Send button once. You can also press the left Soft Key to *accept* the call (shown in Figure 3-3), or the right Soft Key to *reject* the call and immediately send it to voice mail.

If you accept the call, put the phone up to your ear and enjoy your conversation. To end the call, press End.

TIP

From the Settings menu of your Smartphone, you can program the phone to automatically answer the incoming call when the phone is opened (eliminating the need to press Send or Accept to answer the call).

To customize your Smartphone in terms of how it handles incoming calls, access the Smartphone's Settings submenu (press Start from the Welcome/Start screen and then scroll down to Settings), and choose the Phone submenu. From this Phone Settings menu (on the MPx200, for example), you can adjust the following features:

- **Call Barring** You can program your phone to block incoming calls by choosing specific numbers you wish to block or block all calls. When you're roaming, for example, you can choose to block all incoming calls to avoid extra charges. These incoming calls will go directly to voice mail.

TEAM LinG

FIGURE 3-3 When your phone receives an incoming call, information about the caller will be displayed. You now have the option to accept or reject the call.

- **Call Forwarding** If you don't answer an incoming call, you can program your Smartphone to automatically send that call to voice mail or forward it to another phone number, which you preprogram into your phone. For example, you can choose to forward calls only if you're already speaking with someone else, or you can forward calls you simply don't answer. Both AT&T Wireless and Verizon Wireless offer this feature. When activated, your wireless phone will not ring until you deactivate the feature. When forwarding calls to phone numbers outside your local calling area, you'll be billed for any toll, long distance, and airtime charges incurred. Additional per-minute charges may apply to all forwarded calls.

TIP

*Some services allow you to use call forwarding without programming your phone or customizing the phone's settings. If you're an AT&T customer, for example, to activate call forwarding, press *71, followed by 1 plus the area code and phone number you wish to forward your calls to. Press Send and listen for a confirmation tone, and then press End. To cancel call forwarding (if you're using the service provided by AT&T Wireless), on your phone, press *710 Send. Listen for the confirmation tone, and then press End.*

- **Call Options** Several options are available from this submenu. The most commonly used one, however, is the option to automatically answer the phone (when it's open) by pressing any key (not just the Send or Accept button).

TEAM LinG

- **Call Waiting** You have the option to turn off call waiting notification for incoming calls. If you're already on the phone, the second incoming caller will get a busy signal or go directly to voice mail.
- **Caller ID** This option allows you to block caller ID when you're making outgoing calls. So, when you call someone else, your phone number will show up as "Private" or "Unavailable." This is particularly useful if you'll be calling people whom you'd prefer didn't have your cell phone number. Using this option and programming your phone accordingly, you can choose to block your caller ID information to everyone, or allow your phone number to be displayed only to people in your phone's contact database, for example.

TIP

*To block your caller ID information for one specific call, when dialing a phone number, press *67 plus the phone number, and then press Send. If the person you're calling has caller ID, your phone number will show up as "Private" or "Unavailable."*

- **Networks** Using this option, you can stop your phone from automatically roaming if you leave the service area of your service provider. Under the Network Selection option, if you choose Automatic, the phone will automatically roam to another service provider (and incur extra charges) if you leave your service's coverage area. With the Manual option selected, you can decide whether or not you wish to make or receive a call when roaming.

TIP

With the phone closed, you can reject an incoming call (when the phone is ringing) by pressing the Jog Dial button twice on the MPx200. (This button is located on the side of the closed phone.) Likewise on the i600, you can press the Volume Up button on the side of the closed phone to reject a call. On most Smartphones, the caller ID information will be shown on the phone's outside display when the phone is closed. This will enable you to see who is calling so you can decide to accept or reject the call without having to open the phone or answer the call.

Save a Phone Number

After you dial a new phone number with your Smartphone (one that you haven't called before from the phone and that isn't yet in the phone's built-in directory), you can save that number and add it to the phone's directory. To do this, manually enter the complete ten-digit phone number (###-###-####), and then press the left Soft Key (the Save command) on the Smartphone's keypad.

TEAM LinG

The Select Contact screen appears on the phone's display. Using the 4-Way Navigational button, highlight the <New Item> command and press the Action button. The Contact screen appears, allowing you to enter that person's contact information, including their first and last name, work phone number, mobile phone number, home phone number, and so on (as shown in Figure 3-4).

Because you already entered the phone number for that person, scroll down to the appropriate field (Work Phone, Mobile Phone, Home Phone, and so on) and press the left Soft Key to execute the Input command. The phone number you manually entered appears in the appropriate field. You can now enter additional information about that contact in the various fields.

TIP

One of the last fields of the Contact input screen allows you to assign a custom ringtone to that individual. If you wish to add a custom ringtone, highlight this option, and then press the 4-Way Navigational button either left or right to scroll through the ringers currently stored within your phone. With a custom ringer assigned, you'll hear this special ringtone every time the person calls (from the phone number you've stored in the phone).

When you're finished entering a contact's information, press the right Soft Key again when the Done command appears. The phone number, along with the person's name and whatever other information you entered will now be stored in your phone's contact directory. Using the Menu command (press the right Soft Key), you have

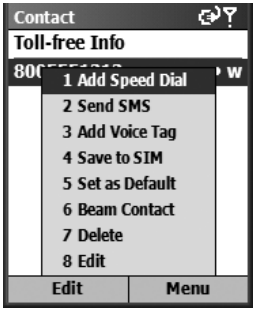


FIGURE 3-4 When saving a phone number, you can store the person's name, address, phone number(s), and a wide range of other information. You can also add that person to your speed dial list.

TEAM LinG

several additional options. To access any of these options, press the corresponding number of the keypad or use the 4-Way Navigational button to highlight the command and press the Action button.

Menu options once a contact has been added include the following:

- **Add Speed Dial** This allows you to add this contact (and one or more of the contact's phone numbers) to your speed dial list.
- **Send SMS** Using this option, you can send a short text message to this person using SMS Text Messaging (described in Chapter 6).
- **Add Voice Tag** You can record a voice tag, which means you speak the person's name into the phone and record it once. Later, when you activate the voice dial command, you can dial this number using your voice. For example, if you just saved your mother's contact information, you can record the voice tag "Mom Home" into your phone. Later, when you say, "Mom Home," her home phone number is automatically dialed.

TIP

To dial the phone using a voice command, on the Samsung i600 phone, press #84 SEND, and then say someone's name that's pre-programmed into the phone. Using the Motorola MPx200, from the Home screen, press and hold the Record button (the jog dial on the side of the phone). You will see the message "Recognizing Voice Tag" on the screen and hear a beep. Speak the name of the person you wish to call (using the same words you recorded when you created the voice tag). When the name of the person you're calling is replayed to you, highlight the appropriate name on the screen and/or press the Action button to dial the number.

- **Save to SIM** Depending on which model Smartphone you're using (such as the Motorola MPx200), if the phone has a SIM card, you can save the contact information on the phone's SIM card, as opposed to in the phone's built-in memory. You might want to store your phone numbers or other data on a SIM card to ensure the information is properly backed up should you need to do a hard reset of the Smartphone itself and delete everything in its memory. The SIM card can also be removed from one phone and placed in another. Keep in mind that when you store information on a SIM card, it might be saved in a different format than how your Smartphone would store that data in its internal memory. This may result, depending on the application you're running, in a slightly different format for the data.

TEAM LinG

- **Set as Default** If you've entered multiple phone numbers for one contact (their home, work, and cell phone numbers, for example), you can set as the default, the number that you'll call the most. This will save you button pushes later when you look up the number in your phone's directory and wish to call the contact.
- **Beam Contact** Using the infrared communications technology built into your Smartphone, you can "beam" all of the information about a specific contact to anyone else who has a Smartphone. This means you can share phone numbers and contact information without the other person needing to enter the data into their phone directly.
- **Delete** This command allows you to delete a contact from your phone's built-in directory.
- **Cancel** This command exits out of the submenu you're in and returns you to the previous screen. It closes the menu.

Add Personality to Your Phone with a Customized Ringer

Chances are, when you think of a telephone ringing, what comes to mind is the generic ring you hear from your telephone at home. Your Smartphone, however, has a wide range of ringtones built in—plus, you can download literally thousands of additional ringers, either free of charge or for a small fee. This allows you to add a personal touch to your phone by customizing it.

To change the ringers your phone generates, from the Start/Welcome screen, select Sounds from the Settings submenu. You can then scroll the list of ringtones built into (or currently stored in) your phone and preview each of them.

You can then customize the ringers as follows:

- Choose one ringtone for all incoming calls (and another for incoming text messages, voice mail notifications, and/or e-mails).
- Select different ringers for incoming calls with Private or Unknown numbers versus numbers where caller ID information shows up on the screen.
- Designate different ringers for each person's phone number stored in your phone's Contact list. Thus, when you hear a certain ringer, you'll instantly know who is calling.

TEAM LinG

Virtually all of the service providers offer downloadable ringers you can have sent directly to your phone by visiting a specific web site using either your Smartphone or desktop computer. If you're an AT&T Wireless customer, point your web browser to www.startwindowsmobile.com to download more than 15 additional (free) ringtones or visit www.mobile.att.net/ringtonesgraphics (or http://ringtones.mobile.att.net) for an even larger library of available ringtones.

For a collection of more than 10,000 ringtones and downloadable graphics, Planet Ringtone (www.planetringtone.net) supports a wide range of Smartphones and service providers. There's a one-time fee of $10 to access this service. For a monthly fee of $4.99, Mobile Melodies (www.ringingphone.com) also offers a large downloadable ringtone library, while for an annual fee of $9.99, 3Gupload (www.3Gupload.com) gives users access to hundreds of downloadable ringtones, web graphics, screensavers, and other Smartphone goodies.

Most of these services divide the downloadable ringtones by category, such as Top 40, Classical, Country, TV Shows & Movies, College Fight Songs, Holidays and Religious.

The majority of these independent ringtone web sites need to be accessed from a desktop computer connected to the Internet. After subscribing to the service, you'll be asked for the make and model of your phone, along with your cell phone number. You can then have the desired ringtones sent directly to your Smartphone.

TIP

To find other sources of downloadable ringers for your Smartphone, use any Internet search engine (such as Yahoo.com or Google.com) and enter the search phrase "smartphone ringtones" or "phone ringtones."

Retrieve a Saved Phone Number

After you've stored one or more phone numbers in your Smartphone's contact database, you can quickly retrieve that information and call a contact. From the Start/Welcome screen, there are several ways of looking up a contact.

- **Option 1** Use the 4-Way Directional button to highlight the Contacts icon at the top of the screen. Press the Action button. Your list of stored contacts will be displayed in alphabetical order. Again, use the 4-Way Directional button to scroll down and highlight the contact you wish to call, and then press the Action button. If several phone numbers are stored for that contact (work, mobile, home, and so on), the number you set as the default will be displayed first. Highlight the number you wish to dial and press either the Action button or the Send button. The call will be initiated.

TEAM LinG

- **Option 2** From the Start/Welcome screen, press the right Soft Key (to activate the Contacts command). Your list of stored contacts will be displayed. Follow the directions listed under Option 1 to dial a number.
- **Option 3** If you know the phone number, start dialing it manually. After the first one or two digits, a listing of stored contacts that begin with the number(s) you've entered appears on the screen. Scroll down to the desired number and press the Action button or the Send button to initiate the call.
- **Option 4** Using the T9 data input mode, begin entering the name of the contact you wish to call. The Smartphone attempts to match the name as you enter each character, allowing you to find the person you're trying to call and select that listing, without having to manually input the person's whole name. Possible matches will be displayed on the lower portion of the screen. Use the 4-Way Directional button to scroll down and highlight the appropriate listing, and then press the Action button to dial that number.
- **Option 5** If the number you wish to dial is stored within your speed dial list, from the Start/Welcome screen, press the one- or two-digit speed dial number that corresponds to the person you're calling, and then press Send.

NOTE

See Chapter 10 for details on how to synchronize your Microsoft Outlook contact database from your desktop computer with your Smartphone.

Utilize Your Phone's Calling Features

Your service provider offers a variety of calling features your Smartphone can take advantage of, including the following:

- **Caller ID** When someone calls you, this feature displays the phone number of the person calling. If it's someone whose number is already stored in your phone's contact database, that person's name and phone number appear on the screen when they call. Using optional software, you can also program your Smartphone to display the incoming caller's photo. Some people, however, block caller ID when making calls. In these instances, when the phone rings, you'll receive one of several messages, such as "Unknown Caller" or "Private." This means your service provider or your Smartphone could not determine the phone number of the caller (thus, the information couldn't be displayed).

TEAM LinG

- **Call waiting** Just like with a traditional phone, your Smartphone has call waiting. This means that if you're already on a call and another person calls you, you'll hear a beep. The incoming caller's caller ID information will appear on the phone's screen. You now have the option of placing the original caller on hold in order to answer the new incoming call, or you can ignore the incoming call and send it directly to voice mail. If you choose to switch between callers, press the Swap Soft Key command button.

TIP

When you answer an incoming call by responding to call waiting, and then switch back and forth between the two calls, you're now participating in two calls simultaneously and could be using up your "peak" or "anytime" minutes (if applicable) twice as fast. It's very easy to use up your allocated minutes by putting someone on hold while speaking with someone else, or by switching back and forth between two conversations. While this is extremely convenient, if you're watching your minutes and want to avoid extra charges on your monthly bill, use this feature sparingly during peak hours.

- **Call forwarding** There may be times when your Smartphone will be turned off for long periods of time or you don't wish to answer it. Whatever the situation, you can program the phone so all incoming calls get forwarded to a different phone number, such as your home number or work number. Call forwarding is a service offered by some service providers. There's often an extra fee to use it. Contact your service provider for details about availability and how to use this feature.
- **Conference calling** Using this feature, you can call one person, place him on hold temporarily, call a second person, and then create a three-way conference call with people at different locations. To do this, initiate your first call. Once the person is on the phone, place him on hold and dial the second number. Press the Join or Conference command to bring everyone on the line at the same time.

NOTE

Some service providers, including AT&T Wireless, allow conference calls with up to six callers simultaneously. Keep in mind, however, that if you're on a calling plan with a predetermined number of minutes, your minutes will be used up much faster if you're speaking with two, three, four, or five other people simultaneously. For example, on a conference call, your minutes get used up as if you're making separate calls, so one five-minute call between two different parties, really uses up ten peak/anytime minutes.

TEAM LinG

- **Voice mail** This feature is your Smartphone's digital answering machine. When you don't answer an incoming call, you have the option of allowing the caller to leave a message in voice mail. Voice mail is provided by your service provider. Each service provider offers different features and functionality with its voice mail service, so contact your specific provider to determine how voice mail for your system works. Typically, you'll need to record an outgoing greeting (just as you would with a traditional answering machine or your work's voice mail system). You can then retrieve incoming messages anytime from your Smartphone or from any other phone, using a password you set.

Add Photos to Your Caller ID

As you already know, when you get an incoming call, the caller ID information from the caller is displayed on your Smartphone's screen. For the contacts stored in your Smartphone's database, you can also assign a specific ringtone to each for instant audio recognition.

Using add-on software, such as IA Caller ID ($14.99) from IA Style, Inc. (www.iastyle.com), you can also add a digital photo to each contact record, so the caller's photo appears on the screen along with their caller ID information (see Figure 3-5).

A similar package, called Photo Contacts Smartphone Edition ($19.99), is available from PocketX Software (www.pocketx.net/smartphone/photocontacts.html). A free downloadable demo of the software is available from the web site. The software is compatible with all Windows Mobile Smartphones, including the MPx200 and i600. The Photo Contacts software is shown in Figure 3-6.

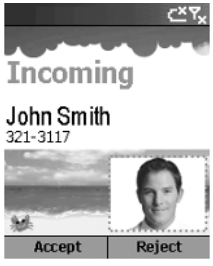


FIGURE 3-5 With IA Caller ID, you can see a digital image of the incoming caller, in addition to their name and phone number.

FIGURE 3-6 Photo Contacts Smartphone Edition is another optional add-on software package that allows you to display the photo of an incoming caller whose information is already stored in your Smartphone's contact database.

If your Smartphone does not have a built-in digital camera, you'll need to either have someone send you photos wirelessly as picture mail, or it'll be necessary to transfer the images and photos from your desktop computer using your Smartphone's synchronization software. Smartphones, like the Motorola MPx, have a built-in digital camera, so images can be taken, saved, and then assigned to specific contacts in your phone's database.

Use Your Smartphone's Speakerphone, Hands-Free, and Mute Features

Once you answer a call, you have several options. You can hold the phone's handset up to your ear and speak normally. If you wish to use the speakerphone feature built into your phone, press the Menu option (the right Soft Key) after answering the call, and select the Speakerphone option. You can now hold a conversation without holding the phone up to your ear.

You can also plug a phone headset into the appropriate jack on your Smartphone and hold a conversation using the headset. This offers several advantages. For example, if you wish to look up or enter an appointment on your Smartphone during a conversation, you'll want to be able to see the screen and access the phone's dial pad, which you can't easily do with the phone held up to your ear. Using a headset or hands-free option is also much safer while you're driving. In fact, in a growing number of states, including New York, using a headset or speakerphone while driving is the law.

TEAM LinG

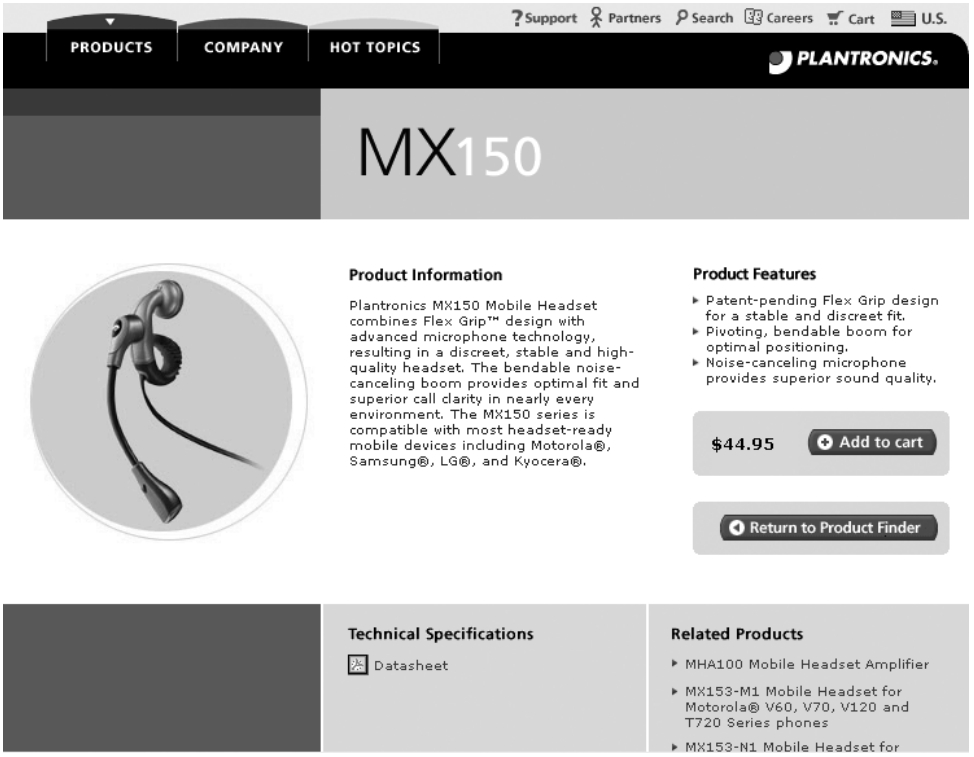


FIGURE 3-7 The Plantronics Inc. website showcases, many optional phone headsets, come in a wide range of styles. Choose one that best fits your lifestyle as well as your budget. The more expensive models tend to offer higher-quality sound and noise reduction technology.

In addition to the headset that came with your Smartphone, you can purchase one of many different (optional) headsets from third-party manufacturers that offer different designs, levels of comfort, and features.

Chapter 17 focuses on optional Smartphone accessories, including headsets. One company that offers higher-quality headsets in a wide range of styles (and at different price points) is Plantronics, Inc. (www.plantronics.com). For the Motorola MPx200 or Samsung i600, for example, the company offers over a dozen different optional phone headsets, ranging in price from about $20 to $70. Jabra (www.Jabra.com) also offers several higher-end headsets perfect for busy professionals on the go.

TEAM LinG

Did you know?

Cell Phone Radiation May Be Hazardous to Your Health!

If you've read the news about cell phone and wireless technology, it's commonly known that these devices give off small levels of potentially harmful radiation (although the long-term effects of this radiation are yet undocumented). Using an optional headset keeps the Smartphone away from your head, thus greatly reducing the amount of this radiation you're exposed to. A headset also offers added convenience and comfort when using your phone. Remember that there is a lot of controversy over whether or not the radiation given off by the phone is harmful.

NOTE

Keep in mind that a phone headset (which fits into or over one ear and contains a microphone) is different from stereo headphones, which can also be used with your Smartphone to listen to MP3 music, for example.

At any time, you can mute the microphone on your Smartphone during a call by pressing the Mute command (the left Soft Key). You will continue to hear what the person on the other end of the call says or does; however, they won't be able to hear you. The Mute feature can be used with the speakerphone or when using the phone normally during a phone conversation.

Access Your Call Log (Call History)

Your Smartphone keeps a detailed log of all incoming and outgoing calls. This includes the related time and date of the call, the number dialed (or the phone number the call originated from), and the duration of the call. There are several ways to access this call log.

From the Start/Welcome screen, press the left Soft Key to access the Start menu. Next, select the Call History submenu option. You will now see a complete listing of the calls. Using the Menu command (the right Soft Key) from this screen, your Call Log listing can be filtered and sorted by Missed Calls, Incoming Calls, and Outgoing Calls.

As you scroll through the list of calls, you can highlight any of them to see details about it. Press the Action button when a particular call listing is highlighted to see more detail. You can also Save any of the numbers permanently in your phone's contact database. While you're looking at the complete list of calls in your log, you

TEAM LinG

also have the option of deleting the log using the appropriate Delete command by pressing the right Soft Key.

If you've missed incoming calls, on the main Start/Welcome screen will be a message indicating how many calls you've missed. You can the press the right Soft Key to quickly access your call log. You can also use the 4-Way Directional button to highlight the Missed Calls message, and then press the Action button to view the call log.

Track Your Phone Usage

When you sign up for a calling plan from your service provider, it will typically come with a predetermined number of "anytime" or "peak" minutes, and/or a predetermined number of "night/weekend" minutes.

Each service provider offers a phone number you can call anytime to keep track of your used minutes. Contact your service provider for information on how to obtain this information. For example, to access this information if you're an AT&T Wireless or Verizon Wireless customer, dial 611 (Send) from your Smartphone.

Your Smartphone, however, also has a built-in series of timers, which provide details about the length of your Last Call, the duration of All Calls, the duration of all Incoming Calls, the duration of all Outgoing Calls, the duration of all Roaming Calls, the duration of all Data Calls, and the Duration of all Lifetime Calls.

By manually resetting these timers at the start of each of your monthly billing cycles, you can accurately keep track of your phone's usage. To do this, access the Call History option under the Smartphone's main menu (from the Welcome/Start screen). To view the call timers, click the Menu command and select View Timers. To reset the timers, press the Menu button again from the View Timers screen and choose the Reset Timers option.

More Phone Features from Your Service Provider

Many service providers offer optional services you can call from your Smartphone for an additional fee. For example, AT&T Wireless customers can access VoiceInfo by dialing #121. From this service, you can access financial information; arrange for a wake up call; hear entertainment, news, sports and travel reports; get stock quotes; hear your horoscope; get a weather report; obtain movie listings; hear traffic reports; and get driving directions. Similar information and functionality is also available using the wireless Web, as you'll discover in the next chapter.

By dialing 411, many service providers will provide directory assistance (phone number listings), driving directions, and movie listings, and they'll even make restaurant reservations for you. There is a per-call fee for these services.

TEAM LinG

Voices from the Community

Living Life with Your Smartphone

- **Adam Blewer**
- **Job Title:** Personal Trainer
- **Company:** David Lloyd Leisure

Adam Blewer is virtually always on the go. As a personal trainer, his entire professional life is based around appointments, which he needs to keep track of. "Being able to synchronize my daily schedule between my PC and my Smartphone is the main reason why I began using this technology," said Blewer, who also uses his Smartphone to send and receive e-mail while traveling about.

Blewer uses a Bluetooth–compatible E200 Smartphone with Orange as his European service provider. "I have an optional keyboard that I connect to my phone when I'm sending and receiving e-mail. When I'm driving in my car, I use a Bluetooth headset to free up my hands," he said.

"When I first started using my Smartphone, I found myself constantly visiting the www.MoDaCo.com web site to find answers to all of my questions. There are a lot of useful tips and tricks that other Smartphone users have discovered that are posted on this website," said Blewer.

Thus far, Blewer has built a library of over 100 Smartphone applications, including custom ringers and graphics. He uses a 256MB SD memory card with his Smartphone, so all of his favorite applications and games are readily accessible to him.

Surf The Web When You're Not Talking

When you're not using your Smartphone as a powerful communications tool for making and receiving voice calls, you can also utilize the incredible power of the device to access the Internet wirelessly. To learn more about exploring the wireless Web with your Smartphone, check out Chapters 4, 5, and 6.

TEAM LinG

Chapter 4

Explore the Wireless Web

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

How To…

- Utilize the features offered by Internet Explorer on your Smartphone
- Start surfing the wireless Web using your Smartphone
- Find what you need online using a search engine
- Locate the best web sites designed specifically for Smartphone users
- Expand the functionality of your phone's built-in web browser with add-on software

They say that knowledge is power. Well, having a virtually unlimited amount of information in the palm of your hand at any given time is not only a technological marvel, it's a tool that can give you a personal and professional advantage. Your Smartphone is equipped with the power to wirelessly tap into the Internet from virtually anywhere, at any time.

Using a wireless Internet connection and the Internet Explorer web browser software built into your Smartphone, you can surf the World Wide Web and access a vast amount of information and online content when you need it, wherever you need it. As you'll discover, you can add even greater power and functionality to your Smartphone by loading optional third-party software.

This chapter focuses on how to take full advantage of the Explorer web browser software already built into your Smartphone and provides the information you need to start surfing the Web.

Once you discover how easy it is to access the information you want and need using your Smartphone, chances are you'll want to enhance your surfing ability with optional add-on software, such as ThunderHawk Smartphone Edition.

The next chapter focuses on specific online content you can access using your Smartphone to improve your personal and professional life. Later, in Chapter 6, you discover how to send and receive e-mail and text messages and how to tap into MSN Messenger in order to communicate with friends, relatives, and coworkers. This chapter is all about surfing the Web.

Tap the Power of the Internet from the Palm of Your Hand

To begin surfing the wireless Web using your Smartphone, from the Welcome screen, move the cursor to the blue *e* Explorer icon located on the top of the screen, and then

TEAM LinG

press the Action button to launch the browser. The Favorites screen will appear. This screen works just like the Favorites folder of Internet Explorer on your desktop computer. It's a customizable list of saved links to the most common web sites and URLs (web site addresses) you visit (see Figure 4-1).

Using the 4-Way Navigational key, scroll up or down this list to select the presaved web site you'd like to visit. With the appropriate link highlighted, press the Action button or the Go command (the left Soft Key). From the Favorite menu, the right Soft Key offers the Menu command.

From this menu, you can begin surfing to web sites not stored in your Favorites list, plus edit and arrange your Favorites. The following is a rundown of the options available from the Favorites menu. To select any of them, use the 4-Way Navigational key to highlight your selection, and then hit the Action button, or press the number on the keypad that corresponds with the appropriate menu selection. (For example, press 1 to access the Address bar.)

NOTE

A "mobile optimized" web site refers to a site designed specifically to be accessed by a Smartphone or wireless PDA device. It's been laid out to accommodate the smaller screen sizes of these devices, and does not incorporate any web site programming or file types the phone's browser can't handle. A growing number of mobile optimized web sites are being created as content providers become interested in reaching Smartphone users.

FIGURE 4-1 Once you launch Explorer, you'll immediately have access to your Favorites list. This is a customizable list of the most frequent web sites you visit from your Smartphone.

TEAM LinG

Use the Favorites Menu to Reach Your Favorite Web Sites Quickly

Here are the options available from the Favorites menu when running Explorer on your Smartphone.

Enter URLs Manually from Explorer's Address Bar

As with Internet Explorer for your desktop computer, the Address bar of this web browser allows you to enter any web site address (URL) and surf to that site (see Figure 4-2). To visit a site, manually enter **www.[*websitename*].com** and press the Go command (the left Soft Key).

When you access the Address Bar screen, a field for manually entering a web site address is displayed near the top of the screen. Using the phone's keypad, enter the URL you want to visit, starting with "www" (press the 9 key three times). To enter a dot (.) for the next part of the URL, press the 1 key on the keypad. Next, spell out the name of the web site. To add the next dot, press the 1 key again. Finally, spell out the last part of the web site URL (com, org, gov, and so on) When the entire URL is entered, press the Go command.

Below the Address bar will be a history of the web sites you've recently visited. These are web sites that you have not necessarily saved in your Favorites list. To select any site from your history, use the 4-Way Directional key to highlight your choice from the list, and then press the Go button (the left Soft Key). You will

FIGURE 4-2 From the Explorer Address bar, you can enter the URL for virtually any web site and surf to that page from your Smartphone.

TEAM LinG

automatically be connected to that web site. The messages "Finding Site" followed by "Connecting" will appear in the upper-left corner of the Smartphone's screen while a web site or individual web page is loading.

TIP

At any time while you're surfing the Web, you can go back to a previous page or screen you just visited by pressing the Back button on the keypad. As you're connecting to a web site and it's loading, you can stop the loading process and return to the previous web page by pressing the Stop command (the left Soft Key). These are commonly used commands also found in Internet Explorer for your desktop computer.

The default selection of Favorites preprogrammed into the Motorola MPx200 (AT&T Wireless) and Samsung i600 (Verizon Wireless) includes the following web sites:

- **mMode** An online service featuring a wide range of useful information and links maintained by AT&T Wireless for its subscribers. More information about mMode is offered later in this chapter. Verizon Wireless customers will see "VZW with MSN" preprogrammed in their Favorites list. This site offers similar content to mMode.
- **Office Online** Using this option, you can access your work e-mail (Outlook or Notes), calendar, and contacts from your Smartphone. This is optional software you can add to your Smartphone; see Chapter 12 for more details.
- **MSN Mobile** MSN.com is an online service, operated by Microsoft, offering a wide range of content. MSN Mobile is a scaled-down version of this service. It's designed specifically for Smartphone and wireless PDA users. You learn more about this service in Chapter 6.
- **Smartphone (2002/2003)** This online information resource works like an interactive user's guide for your Smartphone. It includes a list of links for obtaining information about your Smartphone's features, downloading software, buying accessories, and reading about Smartphone technology in the news. It features a directory of mobile optimized links to news, games, business, sports, directories, travel, entertainment, and weather-related web sites.

TEAM LinG

- **Smartphone How To** This is an online-based interactive user's guide specifically for your Smartphone model. From here, you can obtain technical support relating to your device. A list of technical support topics will be displayed on your phone. This is an excellent resource for finding quick answers about questions relating to your Smartphone's operation.
- **Smartphone Web Guide** There are a handful of web directories available to Smartphone users that will help direct you to the best mobile optimized content. Smartphone Web Guide is an online directory maintained by Microsoft that lists mobile optimized web sites by category to help you quickly find and surf to the type of information or content you're looking for.
- **WindowsMedia.com** Windows Media is the software built into your Smartphone that allows you to listen to MP3 music, view graphics files, and watch videos. It's a scaled-down version of Windows Media Player available for your desktop computer. This web site allows you to preview and download a wide range of multimedia content, such as free songs from popular artists and movie trailers. From this site, you can find Music, Movies, Sports, News, and Business-related multimedia (audio and video) content.

Did you know?

Access Any Web Site from Your Smartphone

Using the Explorer web browser software built into your Smartphone, you can access virtually any web site, but there are limitations. A growing number of mobile optimized web sites (as you'll learn in Chapter 5) are designed to be accessed by Smartphones and similar wireless devices. These web sites automatically accommodate the small screens of the Smartphones and do not incorporate any programming that your Smartphone's web browser isn't compatible with. When visiting web sites not designed specifically for Smartphones, you may find it difficult to view certain web pages because they don't translate well to the small screen or the sites themselves contain programming (such as Flash animations) that can't be displayed using the current version of the Explorer web browser (bundled with Windows Mobile 2002 or 2003).

TEAM LinG

Add Favorites to Quickly Access Your Favorite Web Sites

As you surf to new web sites and find ones you'd like to return to often, add them to your Favorites list. Once you're at a web page, press the right Soft Key (Menu) and choose the Add Favorites command.

From the Add Favorites screen (see Figure 4-3), you can manually enter the name of the web site (or use the default name that's preprogrammed), view and edit the web site address (URL), and then decide which folder you'd like to save this favorite link in. Once you've entered all of the relevant information about the web site, press the Add button (the left Soft Key). If you change your mind and don't wish to add the web site to your Favorites list, press the right Soft Key (Cancel).

Add Folders and Categorize Your Favorites as You Go

Once your list of favorite links starts to grow, it makes sense to categorize and store them in specific folders that you can create and customize. Here are some sample folder names you might want to create for yourself to help organize your Favorites list (see Figure 4-4):

- Entertainment
- Finance
- Personal
- Travel
- Work

FIGURE 4-3 The Add button allows you to add web sites to your Favorites list. You can enter the name of the site and its address (URL) and decide which Favorites folder you'd like to store it in.

TEAM LinG

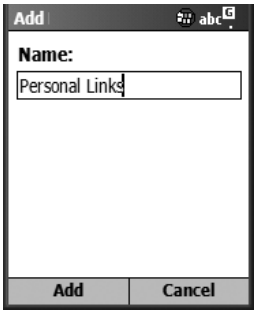


FIGURE 4-4 Once you've created several customized folders, you can categorize and organize the links to your favorite web sites for easier and quicker access to them.

To add a folder, select the Add Folder command from the Favorites menu subscreen, and then manually enter the name of the folder you wish to create. To create and store the folder, press the Add button (the left Soft Key). This folder will now be available for you to store your favorite web site links in. As you visit web sites that you wish to save, choose the Add Favorites command and then choose one of the folders you've created to store it in.

NOTE *If you do not create different folders, all of your saved favorite web sites will be automatically stored in a default folder and will be displayed as one long list when you view the Favorites screen.*

Use the Edit Command to Modify Your Favorites List

The Edit command allows you to edit or modify information about a favorite web site link you've already stored using the Add Favorites command. You can change the name of the link, modify its URL, or move the saved favorite to another folder.

Remove Unwanted Web Sites from Your Favorites List Using Delete Use this command to delete (erase) a link you've previously saved as a Favorite.

Fully Customize Your Surfing Experience Using the Options Menu From the Options menu, you can customize your web browsing experience by determining whether the Smartphone will display pictures found on web sites, play sounds, warn you if

TEAM LinG

you're accessing an un-secure page, and allow you to determine if you want your Smartphone to store cookies sent by web sites. You can also select the default language you'd like to display. (Western English is the default option.)

If you choose to allow pictures and sounds to be viewed and played during your web surfing experience, it will slow down the loading process for pages that contain this type of content, but it will provide a much more engaging web surfing experience.

Navigate Your Way Around Web Sites

Once you reach the web site you wish to view and the information is loaded and visible on your Smartphone's screen, use the 4-Way Navigational key to scroll around on the page. You'll need to navigate both up and down, as well as left and right, particularly if you're viewing a web site that is not mobile optimized (see Figure 4-5).

Active links on the page (items, buttons, or icons) you can click are displayed with a black box around them. Use the 4-Way Navigational key to move to a link. When you see the black box, press the Action button to click the link. This is equivalent to clicking your mouse on a link when you're surfing the Web with Internet Explorer on your desktop computer.

At the bottom of the screen when you're visiting a web site, the two Soft Key commands are Stop (left) and Menu (right). The Stop key stops a web page from loading. You may need to stop a loading page if it's taking too long to load or if the web site isn't compatible with the Explorer browser on your Smartphone.

FIGURE 4-5 The information offered by a mobile optimized web site fits nicely on the Smartphone's small screen. The Accuweather.com web site is a good example of this.

TEAM LinG

Depending on the Smartphone model you're using, the Menu commands available as you explore a specific web page include the following options (see Figure 4-6):

- **Address Bar/Go To** This command brings you to the Address Bar screen, where you can manually enter a web page address (URL) to visit.
- **Refresh** Using this command, you can reload the current web page you're viewing. You may need to use this command if information on the page needs to be updated, but those updates aren't reflected by what you're seeing on the Smartphone's display, or if the page didn't load properly.
- **Stop** This command halts whatever web page is currently loading.
- **Add Favorite** If you've found a web page you'd like to revisit in the future, use this command to save the URL and information about the site in your Favorites list.
- **Favorites** View a list of the links stored in your Favorites list and/or in your various Favorites folders.
- **Layout** From the Layout menu option, a submenu will appear giving you three options—One Column, Default, and Desktop:
  - The One Column option changes the view of the web site you're viewing, formatting everything on the page into one horizontal column that you can then scroll upward or downward to view.

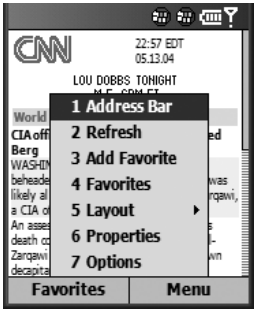


FIGURE 4-6 This is the menu you'll be able to access when surfing with Explorer.

- The Default option displays the current web page as it's designed, but attempts to reformat the content to best fit on the small Smartphone screen. You'll often be required to scroll horizontally and vertically to view the entire page.
- The Desktop option displays the web page in what the Smartphone perceives to be "actual size." It does not attempt to reformat the information. Especially if you're viewing non–mobile optimized web content, viewing a web page in this format will require a lot of vertical and horizontal scrolling, but will give you the most visually accurate representation of what the web page was designed to look like if viewed on a full-size screen (from your desktop computer.)

- **Properties** This command displays information about the web page you're visiting, including its name, address (URL), the file formats used by the web page (such as HTML, a common programming language for web sites), and the size of the page. This information is noninteractive. It's simply an informational screen.
- **Options** This command brings you to a submenu that enables you to customize the browser software by choosing, in advance, what content will be loaded, such as pictures, sounds, and cookies. These choices are made from the General submenu, which appears off of the Options menu. To clear the browser's Temporary Files folder, delete saved cookies, or clear your surfing history, select the Memory submenu option from the Options menu, and then press the Clear button (the right Soft Key) to clear the Temporary Files folder, Cookies, and History, respectively. Clearing the History deletes information about any web sites you've visited using your Smartphone. A similar feature can be found in Microsoft Internet Explorer for desktop computers.

NOTE

As you visit various web sites, be aware that the version of Explorer built into most Smartphones doesn't allow you to view certain types of content, such as Flash animations (common on many non–mobile optimized web sites). In the future, an upgrade may become available to allow you to view additional types of online content. You can, however, add optional browser software to your Smartphone now that will allow you to view more types of content. Information about add-on browser software is described later in this chapter.

TEAM LinG

Discover What Internet Explorer for Your Smartphone Has to Offer

Internet Explorer on your Smartphone offers you quick and easy access to a wide range of online content. While you can visit any web page using your Smartphone's web browser, you'll quickly discover your surfing experience will be more pleasant when you visit web sites that are mobile optimized and that are preformatted and designed to be accessed by wireless handheld devices.

Finding mobile optimized content is easy, if you know where to look. The best places to start are the web directories and search engines that are, you guessed it, "mobile optimized." These sites will help direct you to the content you're looking for.

Find What You Want and Need Online

The following mobile optimized web directories and search engines will help you find the information and web sites you're looking for on the wireless Web. If you're already familiar with surfing the Web from a desktop computer, you've probably already used web directories and search engines such as Google.com and Yahoo.com. The following links will direct you to mobile optimized (scaled down) versions of these popular sites.

Using a web directory, you can view information about and obtain links to web sites that have been categorized by type of content, sort of like an online Yellow Pages. Subject headings found on a web directory might include News, Games, Business, Sports, Directories, Travel, Entertainment, and Weather. By clicking one of these options, you'll see a listing of related web sites.

A web search engine such as Google.com allows you to enter a search phrase or keyword to find the web content and links you're looking for.

- **Google** (www.google.com/palm) This scaled-down version of the extremely popular Internet search engine allows you to enter a keyword or search phrase, and then get a listing of related web sites. Using the mobile optimized version of Google is very straightforward. Simply enter the keyword or search phrase you're interested in, and then click the "Google Search" icon (see Figure 4-7).
- **Yahoo!** (http://wap.oa.yahoo.com) Just like the full-scale version of the Yahoo search engine and web directory for desktop computers

TEAM LinG

FIGURE 4-7 Google is an Internet search engine that allows you to find online content based on search phrases or keywords you enter.

(www.yahoo.com), this mobile optimized version offers an ever-growing directory of links to online content of interest to Smartphone users. The main screen of this version of Yahoo offers a link to Yahoo Mail (you can obtain a free e-mail address from here). You can also gain quick access to finance, sports, news, movie, and weather-related information and links (see Figure 4-8). See Chapter 5 for more information about specific types of content.

FIGURE 4-8 Unless you know the specific web site address (URL) for the online content you're looking for, an Internet search engine or web directory, such as Yahoo!, is the place to begin your surfing.

TEAM LinG

- **Smartphone Web Guide** (www.microsoft.com/windowsmobile/pie/smartphone/links.aspx) This web directory divides up a growing list of mobile optimized online content and web sites into categories. Under each category, you'll see several related links. For example, under the News category, you'll see links to the BBC and Yahoo! Top News (AP). From the Business category, you'll see links to web sites operated by *Businessweek, Forbes,* TheStreet.com, and Yahoo Business.com. More information about specific mobile optimized content and how to access it is offered in Chapter 5. This is an excellent place to start if you're new to exploring the wireless Web.
- **Click4Wap** (www.click4wap.co.uk/home.wml) This site is ideal for European Smartphone users. It offers news and weather reports, plus UK train and traffic information.
- **MSN Mobile** Like American Online, MSN is an online community offering a wide range of content to desktop computer users, including access to a free e-mail address (via MSN Hotmail), Instant Messaging (via MSN Messenger), and an assortment of news and information content from well-known information providers, such as ESPN (for sports news) and The Weather Channel (for weather forecasts). MSN Mobile, which is operated by Microsoft, is a scaled-down version of MSN, offering many of the same services, but in a format suitable for Smartphone screens.

TIP

See Chapter 5 for detailed information about a wide range of web pages custom-tailored for Smartphones. You'll soon be able to surf your way to everything from stock quotes to movie listings and previews, and from news, weather, and traffic reports to buying the latest bestseller from Amazon.com. You'll discover how to track UPS and FedEx shipments, participate in eBay auctions, obtain travel and flight information, get detailed driving directions, and much more—all from the palm of your hand using your Smartphone.

- **mMode (AT&T Wireless)** Operated by AT&T Wireless for its customers, mMode is an online service featuring a handful of links and a wide range of content for Smartphone users (see Figure 4-9). From the mMode home page, you can download software and new ringtones for your phone, access e-mail and text messaging services, and gain access to information pertaining to your AT&T Wireless account. (For Verizon Wireless customers, pre-programmed into your Favorites list is "VZQ with MSN," a service that offers similar features as mMode.)

TEAM LinG

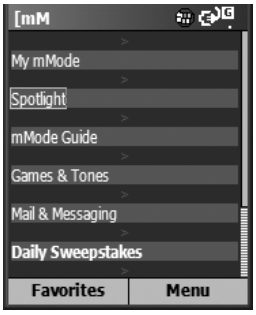


FIGURE 4-9 From mMode, AT&T Wireless customers can download new ringtones and Smartphone graphics, plus access account information and visit a wide range of mobile optimized links.

TIP *Be sure to check out mMode's Spotlight or What's New feature. This area profiles a wide range of new web sites and online content you might be interested in.*

Sometimes You Hit Rough Waters When Surfing

As you deal with a wireless Internet connection, you'll sometimes (let's hope not too often) encounter problems, such as a weak signal or a busy server. As you try to load a web page, it might not load correctly. For example, it might hang in the middle and not fully load, or certain images might be left blank. If this occurs, simply press the right Soft Key when using Explorer to access the menu, and then select the Refresh option.

Unfortunately, wireless web surfing hasn't progressed as far as surfing using a desktop computer equipped with a high-speed broadband or DSL connection (and in some cases, even a 56K dial-up connection.) If you're surfing to non–mobile optimized web sites, expect to experience slow downloading at times, especially if large amounts of data need to be transferred to your Smartphone in order to see a web page.

All of the service providers are diligently working to improve wireless Internet data transfer speeds, so you can expect to see major improvements in the near future. For now, to save time when surfing the Web with your Smartphone, try to focus on visiting mobile optimized web sites. You can also save time when surfing by accessing

TEAM LinG

FIGURE 4-10 This is the General submenu located under the Options menu when running Explorer.

Explorer's Options menu, and then the General submenu (see Figure 4-10). Choose to avoid loading and showing pictures and playing sounds. Doing this, however, decreases the amount of graphics you see on the screen when surfing and can somewhat diminish your overall surfing experience.

NOTE *If you're surfing to graphics-intensive web sites, patience is important. If you're accustomed to surfing with a broadband connection with your desktop computer, consider the fact that you're now surfing the Web at between a 28.8K to 56K connection speed using your Smartphone, and the connection isn't always stable or constant because it's wireless.*

Common Errors and Web Surfing Problems

You'll know there's a problem loading a web site if the colorful Microsoft Windows logo in the upper-right corner of the screen stops waving while a web site is loading, but the site hasn't fully loaded. You might also notice blank boxes on the screen with a small *x* in them, where images, graphic elements, or photos are supposed to be.

Another common error happens when your Smartphone is unable to connect to the wireless Web (usually because the service is weak in the geographic location you're trying to use your Smartphone from, or the server is busy). You might get an error that says, "Error: Unable to connect. Verify you have network coverage and try again." If you see this message (see Figure 4-11), press the OK button (the left Soft Key), and then attempt to reconnect by accessing Explorer's Menu (press the right Soft Key) and using the Refresh command.

TEAM LinG

FIGURE 4-11 This is a typical error message you might receive if the signal is too weak for your Smartphone to connect to the wireless Web.

Check the Signal Strength icon in the upper-right corner of the screen to ensure there's a decent connection, and then attempt to reconnect to the Web. If the signal strength is low or non-existent, try moving to a different location (sometimes taking a few steps in any direction helps dramatically). If that doesn't work, wait a minute or two and try connecting again. The server might be busy.

If you manually entered a URL (web site address) that is incorrect, you might get a "URL Not Found" error message (see Figure 4-12). When this happens, return to the Address bar and make sure the URL was entered correctly. If the address is incorrect (due to a typo), fix it and try accessing the web site again. If the address if correct, however, try refreshing the screen.

FIGURE 4-12 If the browser can't find the URL you're attempting to reach, this "URL Not Found" error screen appears.

TEAM LinG

Go Beyond Internet Explorer with Add-On Browser Software

Your online experience has only begun with the use of your Smartphone's Explorer web browser. In addition to surfing the Web, it's possible to send and receive e-mail and text messages, as well as communicate with others using MSN Messenger. You can also greatly enhance your web surfing experience by adding optional software to your Smartphone.

ThunderHawk Smartphone Edition Web Browser Software

ThunderHawk Smartphone Edition from Bitstream, Inc. (800-522-FONT, www.bitstream.com) is optional wireless Web browser software that displays full web pages that are easy to read on your Smartphone's display. Web sites you visit, whether or not they are mobile optimized, will appear just as they do on your desktop computer. For example, ThunderHawk formats text columns so you can read web pages displayed in one column, without having to scroll left or right.

You can also instantly switch to a full screen view to see a large portion of the web page (using a simulated 352 × 416 pixel resolution), or choose the program's unique split screen mode to view different areas of the same web page simultaneously. Split screen mode shows a condensed version of the web page for orientation at the top of the screen, and a readable portion of the page at the bottom of the screen (see Figure 4-13).

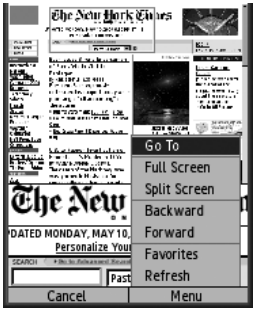


FIGURE 4-13 The ThunderHawk Smartphone Edition web browser offers more surfing features than the Explorer browser currently bundled with most Smartphones.

TEAM LinG

ThunderHawk is also JavaScript-compliant, which gives you greater ability to access online content that your Smartphone's built-in browser isn't necessarily compatible with. The ThunderHawk software gets downloaded to your desktop computer and then synchronized (transferred) into your Smartphone just as you'd load any other third-party application. Once installed, the program shows up on your Smartphone's Start/Welcome screen.

Like Explorer, ThunderHawk offers many of the web surfing features you'd want, including the ability to create and manage a list of favorite links, access to your History page (to see what web sites you've recently visited and return to any of them quickly), and the ability to enter new URLs without the need to manually enter the "http://www." portion of the address.

The ThunderHawk Smartphone Edition software is available for an annual subscription fee of $49.95 per year or a flat monthly fee of $5.95. Bitstream offers a free, 30-day trial of the software, which you can download and install onto your phone by pointing your desktop computer's web browser to www.bitstream.com/wireless/smartphone/index.html.

Once you start using this program, you'll see it offers more features and greater functionality than the version of Explorer currently bundled with Smartphones such

Did you know?

Handmark Express Makes Web Surfing Easier

In addition to the individual mobile optimized web sites you'll read about in the next chapter, there's a comprehensive, subscription-based online service suitable for Smartphone users that combines a wide range of mobile optimized content in one place. Handmark Express (http://express.handmark.com) offers a proprietary web browser, called PageOne, plus built-in links to up-to-the-minute information relating to news, weather, stocks, movies, and sports, as well as maps and 411 directory assistance. The service is priced at $6.99 per month or $69.90 per year for unlimited access. This subscription fee is in addition to the cost of sending/receiving data on your Smartphone, based on your data service plan. The advantage is that you get a wide range of useful information, in a mobile optimized format, all in one place, with minimum surfing required.

TEAM LinG

as the Motorola MPx 200 and Samsung i600. In the near future, an upgraded version of the Explorer software will be included with the next generation of Smartphones and a software upgrade may become available for existing Smartphone users.

Sunnysoft World Off-Line for Smartphone

Sunnysoft World Off-Line for Smartphone is an off-line web browser that enables you to download your favorite Internet pages and view them anytime. You have the ability to customize what content you want and when to download it to your Smartphone. Sunnysoft World Off-Line provides a direct connection between your Smartphone device and the web content. There is no third party participating in the download process. Simply install Sunnysoft World Off-Line, choose your favorite content "channels" once the program is loaded, and then synchronize (see Figure 4-14).

One benefit to this software is that you can "subscribe" to online news sources ("channels") and automatically create a personalized edition of your favorite news content that will then be available from your Smartphone for viewing when you want it. You can have the content updated hourly, daily, or as often as you wish. Through portals supported by Sunnysoft World, you can create customized news content from CNN.com, USAToday.com, ABCNews.com, PocketPC Magazine Online, Accuweather, and literally hundreds of other news and information sources.

This optional Smartphone program is priced at $12.95 and is available by pointing your desktop computer's web browser to www.sunnysoft.cz/en_download.php#105.

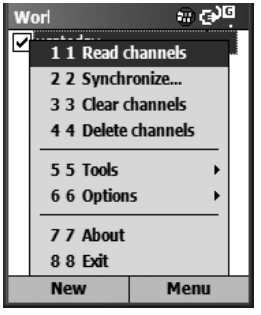


FIGURE 4-14 Sunnysoft World Off-Line web browser software allows you to download and automatically update a wide range of news and information-based online content.

TEAM LinG

The Future of Smartphone Web Browsing Offers Limitless Potential

As wireless Web surfing and communications technology quickly advance, the functionality of your Smartphone will also improve. Microsoft and third-party software developers, as well as the Smartphone manufacturers and service providers, have begun to team up and offer software upgrades to existing devices in addition to announcing vastly more powerful Smartphone devices.

For example, at the time of this writing, a company called Picsel Technologies (www.picsel.com) began working with Motorola to offer advanced web browser software in future Motorola Smartphone devices. Among the advantages this software offers is that Smartphone users will be able to visit almost any web site, not just sites designed for smaller screens, and display them in a readable format.

Not only will the Picsel web browser software compensate for a Smartphone's small screen, it will also display virtually all file formats commonly used by web site designers. Thus, from the Smartphone, you'll be able to view Word, PDF, Postscript, HTML, Flash, AVI, QuickTime, MPEG, Java, and WAP files and web sites. This is not currently possible using the version of Explorer bundled with Smartphones such as the Motorola MPx200 or Samsung i600, although software upgrades for these and other Smartphone devices may become available in the future. Right now, not even the ThunderHawk Smartphone Edition software can display Flash animations or QuickTime and MPEG multimedia content.

It's All About the Content

Now that you know how to surf the wireless Web using your Smartphone, it's time to start exploring the growing amount of mobile optimized content available. The next chapter offers information about specific web sites and content you can easily access from your Smartphone.

TEAM LinG

This page intentionally left blank

TEAM LinG

Chapter 5

Accessing Mobile Optimized Web Content Using Your Smartphone

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

How To…

- Use your Smartphone to access content on the wireless Web
- Access some of the best mobile optimized content you want and need
- Use third-party applications to access specialized web content

In the last chapter, you learned all about how to use the Internet Explorer web browser software built into your Smartphone. This chapter focuses on how to use that software in order to surf the Internet and tap into the best mobile optimized wireless web content available, based on your personal wants and needs. Whatever your interests, or whatever you do for a living, your Smartphone can give you access to a wealth of useful information, all from the palm of your hand.

As Smartphones become more popular and a growing number of people begin using wireless Internet technology, an ever increasing amount of original content is being made available. New software applications are also being developed to tap the wireless web surfing capabilities of your Smartphone. In addition, content providers are creating new and innovative ways to repackage existing web content to make it readily available to Smartphone users who are accessing the Internet using a device with a relatively small screen and limited text and data input capabilities.

The web content you're about to read about is online right now and easily accessible using your Smartphone with its existing web browser. In the near future, much more multimedia-based content (incorporating text, graphics, photos, video, and audio) will be available from the palm of your hand. While full multimedia content has been available for a while to desktop computer users surfing the Web, the browser technology and data transfer speeds necessary for this type of content are only first becoming available to Smartphone users.

You'll soon discover that a handful of software developers and content providers have been extremely innovative as they've discovered ways to utilize existing wireless web and Smartphone technology to offer truly advanced, state-of-the-art applications, such as real-time traffic and weather reports for any location.

As a current Smartphone user, you're what the technology industry calls an *early adopter*. This gives you a front row seat to witness Smartphone and wireless web technology evolve with monumental and groundbreaking improvements being announced and/or released on a regular basis. Right now, however, you're about to

TEAM LinG

discover a new world of digital information that's available from your Smartphone. It's all just a few button pushes away.

TIP

Throughout this chapter, you'll be instructed to click on various icons and links that appear on your Smartphone's display as you surf the wireless Web. To do this, use the 4-Way Directional key to move the cursor over the icon to highlight it or to highlight an active link. (A box will appear around the icon or link.) Next, press the Action button to "click" that icon. This is just like clicking the mouse on an active link or icon when surfing the Web with your desktop computer. An active link is text that is underlined (and usually displayed in a different color). By clicking an active link, you'll be transferred to another web page that contains related content.

Increase Your Productivity with the Wireless Web

The online content accessible from your Smartphone can improve your quality of life by making you more productive, saving you time, and putting valuable information in the palm of your hand when you need it.

Imagine waking up in the morning, knowing you have an important business meeting at 11:00 A.M. Your first big decision of the day is what to wear. Tap a few buttons on your Smartphone and within seconds, you can obtain an accurate weather forecast for the day to assist in making your wardrobe selection. Next, you need to choose the best route to take to work in order to avoid traffic. Tap a few more buttons on your Smartphone, and local traffic reports (along with maps) are available.

If the meeting is off-site, you can even obtain driving directions to your destination using a web site such as MapQuest (described later in this chapter). As you're getting ready to jumpstart your day, use your Smartphone to access your e-mail (which is the focus of Chapter 6), and then review your day's other appointments with your Smartphone's built-in Calendar (scheduling) software.

In conjunction with one of your important business meetings, maybe you sent a FedEx package the previous day. To ensure it was received, you can access the FedEx Mobile Edition web site from your Smartphone and obtain pertinent details about that package, including detailed tracking information.

As your day progresses, perhaps you have a few minutes of downtime. This could be a great opportunity to kick back, relax, and catch up on the latest news, financial information (including stock quotes), sports, and entertainment headlines. Be sure to surf over to the mobile optimized edition of Yahoo! News, *BusinessWeek,* or CNN.com, for example.

TEAM LinG

TIP

In addition to the selection of web sites and online content described in this chapter, be sure to fully utilize the Internet search engines and web directories, including Yahoo! and Google (described in the previous chapter), to discover additional sources of content and the newest mobile optimized web sites.

As evening approaches, perhaps you decide to invite a date to a nice restaurant followed by a movie. Well, you can research restaurants with your Smartphone by visiting the Fodor's Hotel & Restaurant Finder web site (described shortly), and then get your local movie listings, movie descriptions, and show times by surfing over to the Yahoo Movies! or Hollywood.com web sites. In a matter of minutes, you can plan the perfect date or romantic night out on the town.

If you're one of the millions of people who is hooked on finding the best bargains by shopping online and participating in online auctions, you'll soon discover there are several methods for accessing eBay with your Smartphone. You never have to worry about getting outbid or missing an auction deadline again.

CAUTION

While many of the people who sell items on eBay and other Internet-based auction web sites are totally legitimate, there is also a large amount of fraud and misrepresentation that takes place on these online auction web sites. Be sure to review the seller's credentials carefully and know exactly what you're bidding on. Also, use a major credit card to pay for your purchases, so you have some added protection and the ability to do a charge back if there's a problem.

Discover What's Available Online

This section offers information about a handful of wireless content and mobile optimized web sites. Keep in mind that this is just a small sampling of content currently available on the wireless Web. New and useful web sites are being made available constantly.

TIP

Some of these web site URLs are long. Once you visit any of these web sites and enter the URL once, save it as a Favorite, so you won't have to manually enter it again.

In addition to using Yahoo! or Google to find mobile optimized web content, if you're an AT&T Wireless customer, be sure to use the Search and Spotlight options found under the mMode main menu. Select mMode from the Start menu. It's also a presaved Favorite on your Smartphone, if you're an AT&T Wireless subscriber.

TEAM LinG

Driving Directions and Maps

The following web site can be used to obtain detailed driving directions to and from any location within the United States.

- **MapQuest** http://www.mapquest.com/pda/main.adp
- **Alternative Website Address** http://www.chuma.org/newton/pqa/mapquest.html

Enter your current location and the address of your destination in order to obtain detailed, step-by-step driving directions from this mobile optimized version of MapQuest. This online-based application is extremely useful when used from your Smartphone because it can prevent you from ever getting lost.

This version of MapQuest allows you to view detailed maps on your Smartphone. From the main MapQuest screen, you're offered two menu options: Maps and Directions. You'll need to enter address information (street, city, state, and ZIP code) manually, for whichever option you choose. However, once you enter an address and the requested driving directions or map is displayed, save that specific URL to your Favorites and you won't need to ever reenter it again.

When using the Maps option, the more complete the address you use (meaning you provide the exact street address, along with the city, state and ZIP code), the more detailed the map will be. You can, however, simply enter a city and state, or ZIP code, and then use the icons on the top of the screen to scroll around the map and/or zoom in on specific areas. To do this, use the 4-Way Directional key to highlight the N, S, E, or W icon, and then press the Action button to scroll around the map. You can highlight the plus (+) icon to zoom in on the map or the minus (–) icon to zoom out and see a larger geographic area with less detail (see Figure 5-1).

When using the Directions feature of MapQuest, you'll first be prompted to enter the address you're starting from. Manually enter the street address, city, state, and ZIP code in the fields displayed on the screen. To save time, you can manually enter the specific street address and the zip code, if you know these two pieces of information (leaving the city and state blank). After the From address is entered (your current location or where your journey will begin), scroll down to the To address fields and manually enter the street address, city, state, and/or ZIP code for the destination.

Once both addresses are entered, click the Get Directions icon. MapQuest promptly displays detailed driving directions to your destination on your Smartphone's screen (see Figure 5-2).

TEAM LinG

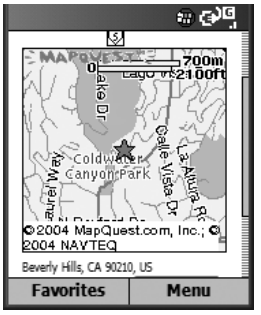


FIGURE 5-1 From your Smartphone, you can view detailed maps of any U.S. location.

Movie and Entertainment Listings and News

Whether you're a movie buff interested in the show times and theater locations for the latest theatrical blockbusters, you're in the mood to read up on the latest Hollywood gossip, or you're wondering what's airing on television tonight, this information and more is available from your Smartphone. The following are entertainment-oriented web sites.

- **Hollywood.com Movie Listings** http://wap.hollywood.com/xhtml/

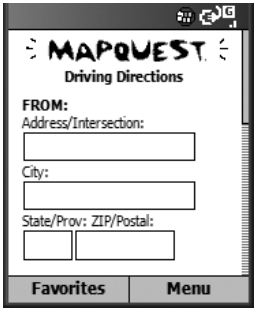


FIGURE 5-2 After entering a From and To address, MapQuest displays detailed driving directions to your destination.

From the main menu of this scaled-down edition of Hollywood.com, you can view movie times and theater locations, read information and reviews of new releases, and catch up on the latest movie news. Click the Times & Tickets option (see Figure 5-3) to search for a specific theater based on a local ZIP code you enter. (Doing this offers a list of all theaters in a city.) Now, choose to see what's playing at a specific theater by clicking the link for a theater. Or, you can search for a nearby theater that's playing a specific movie you want to see by manually inputting the movie's title.

After manually entering your ZIP code, a list of local movie theaters is displayed. Each theater name listed is an active link that leads to a list of movies playing at that theater. Highlight the theater of your choice and press the Action button. Next, select the movie you'd like to see, highlight it, and press the Action button again to view show times (see Figure 5-4).

Any time a movie title is displayed, it too will be an active link. Highlight the movie title and press the Action button to also view detailed information about that film. Follow another displayed link to purchase tickets for that movie online. The detailed movie information will include its genre (comedy, drama, sci-fi, and so on), rating, run time (length), release date, cast list, director, producer(s), writer(s), and a brief synopsis of the plot.

TIP

Remember that when visiting Hollywood.com, you can press the Back button on your Smartphone's keypad to quickly go back to the previous screen or look up information or show times for a different movie selection.

- **Yahoo! Movies** http://mobile.yahoo.com/resource_center/browse_prop?prop=movies

FIGURE 5-3 The main menu of Hollywood.com

FIGURE 5-4 Choose the theater of your choice from the list of local theaters that's displayed.

Just like Hollywood.com, Yahoo! Movies (see Figure 5-5a) offers information about the latest movies, where they're playing, and show times. The main screen allows you to "Search by movie" and provides a field to manually enter a movie title. Next, click the Search icon. You can also view a list of Box Office Hits or you can choose to Change Location and enter a new local city, state, and/or ZIP code to see a list of local theaters and what movies they're featuring.

Click the Box Office Hits icon to display a list of current movie titles (based on their popularity). Highlight the movie title of your choice to find where the movie is playing near you (see Figure 5-5b).

(a) (b)

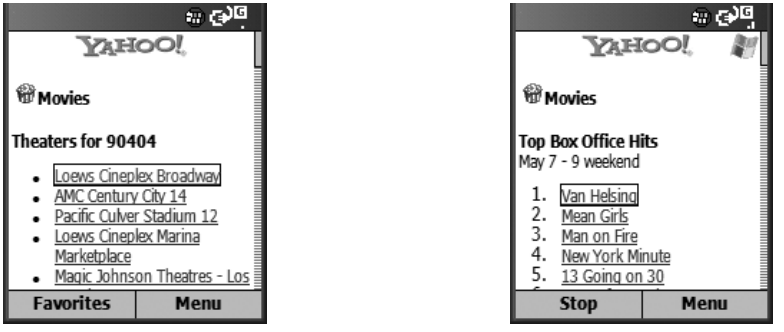


FIGURE 5-5 From Yahoo! Movies, you can view theater information and show times in your area (a); each movie title under the Box Office Hits screen is an active link (b). Highlight and click the link to access information about that movie.

TEAM LinG

SmartRadio Live

SmartRadio Live allows you to listen to real-time streaming audio programming that's broadcast over the Internet. The SmartRadio Live software is priced at just $5.00 and can be downloaded from Handango.com or the Microsoft Mobile Application Catalog using your desktop computer. A free demo of the software is also available from these web sites.

TIP

From your desktop computer, visit Handango.com or the Microsoft Mobile Application Catalog (www.microsoft.com/windowsmobile/catalog) for details on how to purchase and download this optional software.

Use ActiveSync to transfer the necessary software to your Smartphone. Scroll through a list of radio stations that broadcast over the Internet, and then enjoy listening to any of them with your Smartphone.

The quality and strength of your Smartphone's connection to the wireless Web will dramatically impact the quality of what you hear. A poor wireless Internet connection may result in frequent pauses in the streaming audio programming you're listening to.

- **TV Guide Wireless** http://wireless.tvguide.com

Like the popular weekly magazine, *TV Guide* Wireless offers current TV listings, suggestions about what shows to watch, and the "Insider" news and gossip column (as shown in Figure 5-6). Upon choosing to view current TV listings, manually enter your ZIP code using the Smartphone's keypad. Click the Next icon, and select your

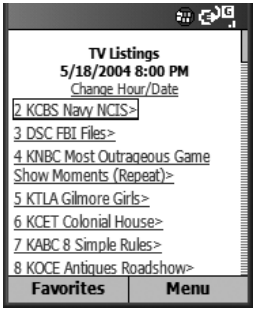


FIGURE 5-6 TV Guide Wireless enables you to see what's on TV.

TEAM LinG

cable or satellite service provider. A listing of local cable and satellite TV services will be displayed. If you don't subscribe to one of these services, choose the [*Insert Home Town*] Broadcast Channels to see what's airing on the major TV networks (ABC, CBS, NBC, UPN, WB, FOX, PBS, and so on).

A list of channels, followed by what's on will be displayed in half-hour increments, starting with the current time. You can, however, change the time and day you want to see show listings for. To do this, click the Change Hour/Date link at the top of the program listing screen.

- **WindowsMedia.com Mobile** http://windowsmediamobile.theplatform.com/smartphone/default.asp

Accessing audio and video on the Internet is something you can easily do with a high speed broadband or DSL connection on your desktop computer. On a smaller scale, this too is possible from your Smartphone. The WindowsMedia.com Mobile web site allows you to download and view a selection of multimedia content (primarily audio and video) on your Smartphone's screen. This content is divided into categories that include Music, Movies, WiFi, Sports, News, and Business. The WindowsMedia software is bundled with your Smartphone and is used to view or listen to the content you download from this web site.

Under each category, an ever changing selection of downloadable multimedia content, such as free songs, movie clips, and news clips, is offered. Upon selecting an audio or video clip, the Windows Media play screen appears (see Figure 5-7),

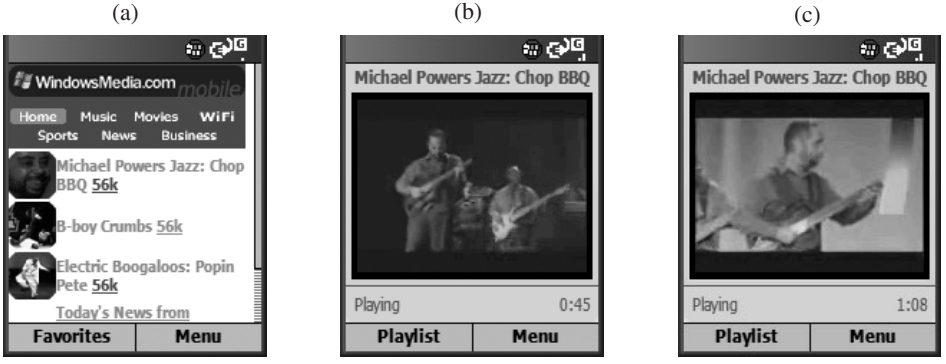


FIGURE 5-7 From your Smartphone, watch video clips and listen to music by visiting the WindowsMedia.com Mobile web site and downloading free multimedia content.

TEAM LinG

enabling you to listen and/or view the downloaded multimedia files. Unfortunately, you don't exactly get streaming video. Larger files are often interrupted with a message on the screen that says "Buffering" as additional data gets downloaded. As wireless connection speeds increase and data transfer technology improves, this will become less of a problem. Once a file is downloaded to your phone, however, it can be heard or viewed without interruption.

News and Information

Your Smartphone can be used to a wide range of personal productivity applications, as well as for playing games. When you use it as an information gathering resource, it can help you stay up-to-date with what's happening around the world, especially if you don't have time to watch the news, read a newspaper, or listen to a news station on the radio.

When you use your Smartphone to tap into the wireless Web, customized news reports are readily available. You'll be provided with the types of news and information you want and need, exactly when you want and need it. It's truly information on demand, available in the palm of your hand.

NOTE

These news and information web sites are mobile optimized, meaning they're designed for one-handed navigation as you hold your Smartphone. These optimized sites are also designed to accommodate the smaller screens of handheld devices and typically use lower resolution graphics to speed up data transfer and loading times.

- **ABCNews.com** http://wap.go.com/wmlabc/mmode/start?carrier=mmode&browser=notUP

This is a scaled-down, mobile optimized edition of the news and information web site operated by ABC News. It offers a summary of news stories, divided into the following categories: Top News Stories, U.S. News, World News, Politics, MoneyScope, Sci/Tech, Movies, and Health. This is a text-based site, which is less visually appealing than the CNN.com site described later in this section.

- **BusinessWeek Online** http://pda.businessweek.com/index.html

From the main screen of this web site (shown in Figure 5-8), you can access and read breaking business news stories as well as the magazine's most popular

TEAM LinG

FIGURE 5-8 Check the latest business news from BusinessWeek Online.

columns. Information on this site is broken up into the following categories: Daily Briefing, Investing, Small Business, Careers, and Technology.

- **CBS Marketwatch** http://cbs.marketwatch.com/mobile/default.asp

To obtain financial news when and where you want it, point your Smartphone's browser software to CBS Marketwatch. Stock quotes and related financial news are primarily what's offered here. It's primarily a text-based web site.

- **CNN.com** http://mobile.com/xhtml/en/us/i.html

Get the latest news and information as it happens, directly from CNN.com. This is a mobile optimized version of the popular news web site. Like the full version of CNN.com, this one offers full-color photos related to top news stories (as shown in Figure 5-9).

Scroll down on the main screen to view top news stories divided up by categories, such as U.S., World, Business, Sports, Entertainment, Technology, Health, Science/Space, Weather/Travel, Law, Politics, and Education.

TIP

If you enjoy reading CNN.com's coverage of, for example, technology on an ongoing basis, you can click the Technology heading to access the CNN Technology news page. Press the right Soft Key to access Explorer's Menu, and then choose the Add Favorite command to save this page. You'll now be able to access this page (with its continuously updated headlines) faster in the future by selecting it from your Favorites list. This applies to any of the CNN.com news pages.

- **ESPN** http://wirelessproxy.espn.go.com/wireless/espn/html/pocketpc

TEAM LinG

FIGURE 5-9 One of the best sources of news available from your Smartphone is the mobile optimized version of CNN.com.

If you're a sports fan, this is the web site you'll want to visit often for all of the latest news, sports scores, and reports directly from ESPN.

Stock Manager

The combination of specialized software and data available on the wireless Web (in this case stock and financial information) is a powerful one. Stock Manager is a powerful portfolio manager for your Smartphone. Using the wireless Web, this software obtains up-to-the-minute stock prices, so at any given time, you know the value of your portfolio and can make important buy/hold/sell decisions. For each stock quote, the software also obtains the day's high, low, change, bid, ask, and volume.

You probably don't have time to watch your Smartphone's screen all day so you can set the software to check for periodic updates, and then alert you based on criteria you preset. As you analyze a stock, historical charts are offered on your Smartphone's screen. The software can manage data it retrieves from stock exchanges throughout the world.

This is an easy-to-use, graphically based program that nicely combines custom-designed software with the power of the Internet to make your Smartphone an even more powerful and versatile tool for accessing and managing information.

TIP *From your desktop computer, point your web browser to www.tinystocks.com to purchase and download this optional Smartphone application. The software is priced at $24.95.*

- **Webster's Dictionary** http://m-w.com/palm.htm

TEAM LinG

Quickly look up the definition of a word directly from an online, digital version of *The Merriam-Webster Dictionary*. The main screen of this web site offers a single field. Manually enter a word or phrase you want to look up and then click the Search icon. Related words will be displayed on the screen. Each word displayed is an active link. By clicking any of them, you will see the full dictionary definition of that word (as shown in Figure 5-10).

- **Wall Street Journal** http://wap.wsj.com

Read news headlines and stories from *The Wall Street Journal's* online edition. When you access this site, the screen looks very basic. There is one line of text at the top of the screen that says "What's News < >." Using the 4-Way Directional key, highlight this menu option. Next, scroll through the menu by pressing the 4-Way Directional key either left or right. Menu options will include What's News, Asia, Europe, and Technology. Choose the topic of your choice and press the Action button to view current news headlines. Each headline is an active link to a full text-based news story that can be viewed on your Smartphone's screen.

- **Yahoo News** http://wap.oa.yahoo.com/raw?dp=news&pdadid=%deviceid

This area of Yahoo! Mobile offers the latest news headlines. The main menu screen of Yahoo! News offers links to Top Stories, Business, Technology, Politics, World, Entertainment, Sports, Science, Health, Oddly Enough, and Lifestyle/ Community. By clicking any of these categories, you will see a list of ever changing

FIGURE 5-10 *The Merriam-Webster Dictionary* web site is a free service that allows you to look up the definition of any word.

TEAM LinG

FIGURE 5-11 From Yahoo! News, you can access news headlines based on the category you're most interested in.

news headlines within that news category (as shown in Figure 5-11). All news headlines from Yahoo! News are updated continuously throughout the day and night.

By clicking a link, you can view an entire news story on your Smartphone's screen. Use the 4-Way Directional key to scroll downward or upward in order to read an entire news story. Yahoo! News provides news stories from many of the well-known news gathering and information services, including Associated Press.

Online Auctions

Okay, whether you're looking for a bargain, you're hoping to unload some of your old stuff on someone else, or you simply get caught up in the excitement of buying and selling things over the Internet, using your Smartphone, you can access your existing eBay.com account and participate in real-time online auctions anywhere and anytime.

Abidia Wireless Smartphone Edition

If you're serious about eBay and are constantly participating in multiple auctions simultaneously, this is the ideal software. It allows you to step away from your desktop computer, yet still stay up-to-the-minute on the auctions you're participating in as a buyer, seller, or spectator. Using this software, you can browse, bid, search, and monitor active auctions from virtually anywhere. Whatever actions you take when using this software with your existing eBay account will automatically be synchronized with your My eBay account details (which can be accessed online at www.ebay.com, using your desktop computer). You also have the option to set up a separate eBay account for use with your Smartphone.

TEAM LinG

TIP

From your desktop computer, visit www.Handango.com and search for Abidia Wireless. Download the free software, and then follow the installation instructions to load the program into your Smartphone using ActiveSync. This software is paid for through a subscription model (you pay a small monthly fee to use it).

From the software's main screen (shown in Figure 5-12), instantly see how many auctions you're currently watching, actively bidding in, or that you've won and lost. You can also see how many auctions you're the seller on, plus how many items you've sold or that remain unsold.

The Abidia Wireless Smartphone Edition software offers more features and functionality than the mobile optimized version of eBay.com, which is available free of charge.

- **eBay** http://mmm.ebay.com/index_menue.asp

If you already have an eBay account and enjoy participating in online auctions, this mobile optimized site allows you to search for specific auction items, view product categories, and keep track of individual auctions you're participating in either as a buyer or seller. As you can see in Figure 5-13, the main eBay screen is easy to understand.

This service is primarily text-based. Each menu option is an active link. Use the 4-Way Directional key to scroll to the command of your choice, and then press the

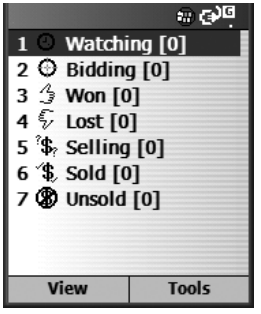


FIGURE 5-12 The main screen of the Abidia Wireless Smartphone Edition software allows you to instantly see what's happening with your eBay activities.

TEAM LinG

FIGURE 5-13 From this eBay menu screen, you can find items to bid on, plus track the auctions you're participating in as a buyer or seller.

Action button. You can view photos of items, when applicable, by searching for auction items as a buyer.

NOTE *While initiating a new auction as a seller is a bit challenging using a Smartphone, this mobile optimized edition of eBay is ideal for tracking the status of the auctions you're participating in as a buyer.*

Popular Companies

When you start exploring the wireless Web, you'll discover that more and more companies that currently offer successful e-commerce and information sites suitable for desktop computer–based web surfers are starting to offer mobile optimized versions of their online content.

The following are just a few examples of well-known companies that offer mobile optimized web content that might interest you.

TIP *Some of the URLs listed in this chapter are long and time-consuming to enter into your Smartphone's browser; one alternative is to use your PC's browser and utilize a free online application, called TinyUrl (www.TinyUrl.com). Upon accessing this web site using your computer's browser, enter in the long URLs listed in this book. The web site will then create a shorter URL you can access from your Smartphone. For example, after using TinyUrl on this Amazon.com URL—http://www.amazon.com/exec/obidos/dt/upda-1.0-pocketpc/subst/aa/upda/home.html—the new, shorter URL that can be entered into your Smartphone would be http://tinyurl.com/27pvqp.*

- **Amazon.com** http://www.amazon.com/exec/obidos/dt/upda-1.0-pocketpc/subst/aa/upda/home.html

TEAM LinG

Amazon.com is perhaps the most successful e-commerce web site in the world. From this site, you can obtain information and purchase any book, CD, DVD, or video that's currently on the market, simply by pressing a few buttons on your Smartphone. (A wide range of other products are also available from this service.)

In the middle of the main Amazon.com screen is a text entry field. Use this field to find what you're looking for. An alternative is to select a category from the list displayed below the text-entry field. By clicking Books, for example, you can search for a book by its author, title, ISBN number, or a keyword or search phrase.

TIP

To make shopping on Amazon.com easier, you'll need to set up an account the first time you make a purchase. This means entering your shipping and billing address, contact information, and credit card information. Once this information is stored, shopping on this web site is relatively quick and easy. If you already use Amazon.com from your desktop computer, you can access your already existing account by entering just your e-mail address and Amazon.com password.

Once you find what you're looking for, click the Buy icon to add that item to your virtual shopping cart. When you're ready to check out, simply provide your address, credit card information, and related details. Enter this information one field at a time as you're prompted, and your order will be shipped, often within 24 hours. Current Amazon.com account holders do not need to reenter shipping and billing information.

If you wanted to order this book you're holding in your hands, for example, Figure 5-14 shows what the Amazon screen would look like when displaying information about *How to Do Everything with Your Smartphone Windows Mobile Edition*.

NOTE

The search engine offered by this scaled-down version of Amazon.com isn't as powerful as the one you're probably used to when accessing the regular Amazon.com service from your desktop computer. If you have a few minutes, however, you can find and order a wide range of items anytime, from virtually anywhere.

- **FedEx Mobile Edition** http://mobile.fedex.com/wap/home.xml

TEAM LinG

FIGURE 5-14 You can see detailed information and order almost any book that's currently in print from the Amazon.com web site.

If you use FedEx to send packages, or you're expecting to receive a package and you have its tracking number, use this web site to obtain tracking information about that package from your Smartphone. To do this, access the web site, highlight the Tracking option, and then press the Action button (as shown in Figure 5-15). You can also find the location of the nearest FedEx office or drop box by clicking the Locations menu option.

The FedEx Mobile Edition Tracking screen offers a single data entry field. Use the Smartphone's keypad to manually enter your package's tracking number, and then highlight the Track icon. Detailed information about your package will be

(a) (b)

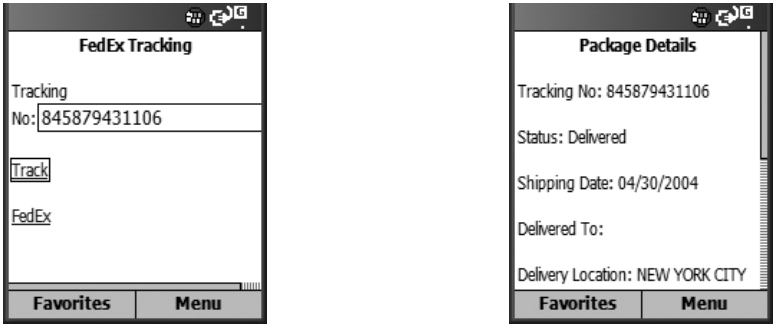


FIGURE 5-15 Use FedEx Mobile Edition to track your FedEx packages.

TEAM LinG

displayed. To search for a FedEx location or drop box, manually enter a city, state, and/or ZIP code at the appropriate prompts.

- **Handango.com** http://www.handango.com/

Working closely with Microsoft, Handango is one of the largest distributors of Windows Mobile Smartphone software in the world. When you access the Handango.com web site from your desktop computer, you can purchase and download Smartphone applications, and then transfer them to your Smartphone using the ActiveSync synchronization software and the USB cable that came with your phone.

One of the more convenient ways of purchasing and downloading Smartphone, however, is to do it "over the air," directly from your Smartphone. Begin by accessing the Handango web site with your Smartphone's browser software. From the main screen, review information about Best Sellers or search the entire Software Catalog for a specific Smartphone application.

Using Over The Air distribution, a specific Smartphone software application can be purchased online, and then downloaded and installed into your Smartphone using the wireless Web.

TIP

As you browse for Smartphone software and make purchases online, make sure you've selected a Windows Mobile Smartphone application, as opposed to a Palm or Pocket PC application, before making your purchase.

Telephone Directory Assistance

Most people know that if they need a phone number listing, they can check a traditional phone book or call 411 directory assistance, and pay between $1.00 and $2.00 per call to do so. Several web sites, however, make looking up phone numbers for individuals or businesses fast, easy, and totally free when you use your Smartphone.

- **InfoSpace White Pages** http://www.infospace.com/_1_2TSYTSG0B5ZF8M_info.avant/wp/index.htm

This is an online version of a nationwide White Pages telephone directory. By manually entering the last name, first name, city, and state of any individual in the U.S., this directory will provide their phone number, providing it's a listed number.

TEAM LinG

It's a straightforward, easy-to-use online application that will save you money every time you use it instead of calling 411.

- **InfoSpace Yellow Pages** http://www.infospace.com/info.advant/redirs_all.htm?pgtarg=ylwi

InfoSpace's Yellow Pages service allows you to look up the phone number for any business or professional service. You can search for a business based on its type or manually enter the exact business name, followed by its city and state. Once you've entered this information, click the Find icon to locate the phone number listing. You can also obtain driving directions to the company you've looked up using this free service. This easy-to-use online application will save you money every time you use it instead of calling 411.

- **Reverse Phone Lookup** http://wap.switchboard.com/xhtml/numLookupx.asp

This simple, online-based utility allows you to enter almost any non-cellular phone number and obtain information about the person or company it belongs to. The phone number you provide must be a listed number. If the service locates the phone number in its database, its owner's full name and address will be displayed. You can then obtain driving directions to that location.

Traffic Information

When you're stuck in traffic, using your Smartphone to catch up on phone calls is one way to make yourself more productive. Another thing you can do is avoid sitting in traffic altogether.

- **Pharos' Smart Traffic** www.pharosgps.com/smartphone

Having up-to-the-minute traffic reports and detailed maps at your disposal can help you avoid wasting time in traffic, especially during rush hour and busy commuting times. In addition, if you happen to get stuck in traffic, you can find alternate routes to your destination using your Smartphone.

TIP

You can subscribe to Pharos for one month ($5.00), three months ($11.95), or one year ($43.95), and then download the appropriate Smartphone application software.

TEAM LinG

Smart Traffic

By combining specialized (optional) Smartphone software with data available on the wireless Web, Pharos Science & Applications Inc.'s Smart Traffic allows you to see detailed traffic reports for dozens of U.S. cities. This information is updated continuously and uses data from a variety of sources. Download live traffic incident and speed information right to your Smartphone.

The graphical, color-coded display lets you quickly see whether your planned route is jammed with traffic or moving fast, giving you time to change your route. You can also check traffic information by scrolling through reported incidents and roadwork in text mode. Current traffic information is linked to highway sensor data provided by the Department of Transportation, delivering up-to-the-minute traffic conditions right to your Smartphone handset.

At the time of this writing, Smart Traffic offers real-time information for several dozen U.S. cities. Using this software, you can pre-plan your driving routes to avoid traffic or find alternate routes if you get caught in a traffic jam while on the go. This is graphically based software that displays colorful maps of the roadways you're interested in. Maps and traffic reports can be updated continuously as your Smartphone retrieves the necessary information from the wireless Web.

Travel-Related Information

Smartphones are ideal for people on the go, especially frequent business travelers. In addition to keeping you in contact via telephone and e-mail, your Smartphone can also help you save time and money while traveling. The following mobile optimized web sites are ideal for travelers.

- **Find Nearby Amenities** http://app.mymmode.com/findThings/nearby/find.do?contextFind=travel

Whether you're traveling across town or across the country, this web site is ideal for quickly finding the closest ATM, airline ticket office, airport, rental car company, copy/print service, gas station, hotel/motel, taxi service, or tourist attraction. Choose the category you're looking for from the onscreen menu, and then enter your current location. Locations can be saved, so if you frequently travel to several cities, you'll have quick access to the information you want for the city you're in or are traveling to. This service works with Smartphones that operate using AT&T Wireless.

- **Fodor's Hotel & Restaurant Finder** http://www.fodors.com/ptp/ptpalm/ptp.cgi

TEAM LinG

If you're looking for a hotel or restaurant, this web site first asks a handful of questions to help narrow down your search, and then makes recommendations based on your responses. Full reviews are available for the hotel(s) or restaurant(s) you select. This is primarily a text-based web site, with lots of prompts and menus that make navigation easy. There's very little need to manually input data because most of the menus offer predefined, multiple choice selections to choose from.

Weather

Knowing the current weather can help you plan your day and what you'll wear. If you're about to travel, knowing the weather at your destination will help you pack accordingly so you're prepared for the climate. The following web sites are ideal for Smartphone users looking for timely, localized weather forecasts. As you'll soon see, from the palm of your hand, you can have as much weather-related information available to you as many meteorologists have at their disposal.

- **Accuweather.com Wireless** http://www.accuweather.com/pda/pda_5dy.asp

This service offers localized, five-day weather forecasts that are graphically displayed on your Smartphone using detailed weather maps. From the web site's main screen (shown in Figure 5-16), manually enter the ZIP code (or city and state) for the weather forecast you'd like displayed, and then click the Go icon to see a local forecast.

FIGURE 5-16 The Accuweather.com Wireless main screen

By scrolling downward on the Accuweather.com Wireless main screen, you'll see a satellite weather map of the entire U.S. From the screen that displays your requested local forecast, you can follow links to a satellite map of the area and/or see regional radar weather maps.

- **The Weather Channel** http://xhtml.air2web.com/att/weather/platlogin.do

From the main screen of the mobile optimized web site hosted by the Weather Channel, access an up-to-the-minute weather forecast for any U.S. location by first entering the name of a city or supplying its ZIP code. Based on your selection, you'll be prompted for the appropriate information and will need to enter it manually. Upon doing so, click the Go icon to view the weather forecast you've requested.

After entering this information once, you'll be given an option to save it, so you can quickly return for an updated forecast without having to re-enter your location. It's possible to store several cities, so you can gain access to weather forecasts for any of the cities you commonly travel to.

A current weather forecast is available. You can also obtain a 36-hour forecast and a 7-day forecast by following the appropriate links (as shown in Figure 5-17). This service is more graphics-oriented than some of the other Smartphone-compatible weather web sites.

TIP

From your desktop computer, access the Connectedbits web site (www.connectedbits.com) and download the Weather for Smartphone application. Using ActiveSync, transfer this software into your Smartphone.

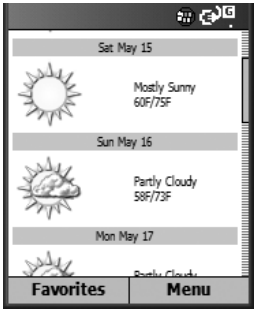


FIGURE 5-17 View the current forecast or choose to see a 36-hour or 7-day forecast displayed on your Smartphone's screen.

TEAM LinG

Connectedbits.com Weather for Smartphone Edition

The Connectedbits.com's Weather for Smartphone Edition software is optional (free) software that gets downloaded into your Smartphone. Once loaded, start the program by pressing the Start command (the left Soft Key) from the Smartphone's Welcome/Start screen. Select the program called Weather.

After the program loads, press the right Soft Key to access the program's menu and select the Options submenu. From here, enter the city and state and/or local ZIP code that you'd like a weather forecast for. Upon manually entering this information, the program will automatically tap into the wireless Web and display a colorful, graphics-based screen showcasing a six-day weather forecast (as shown in Figure 5-18a). Use the 4-Way Directional key to select a day that you'd like to see a more detailed forecast for, and then press the Action button (see Figure 5-18b).

- **Yahoo Weather** http://wap.oa.yahoo.com/raw?dp=weather&pdadid=%deviceid

If you enter the ZIP code for any city, town, or community within the U.S., Yahoo! Weather will provide timely and localized weather forecasts. Once the ZIP code is manually entered, click the Search icon to view the text-based forecast. If you don't know the ZIP code, select the Search by City link and manually enter the city and state.

(a) (b)

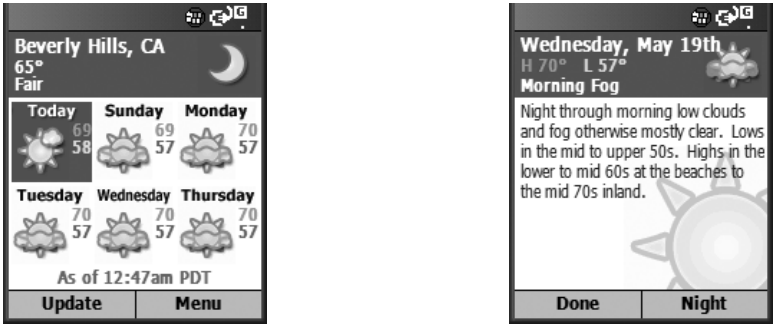


FIGURE 5-18 See a six-day weather forecast using the Connectbits.com Weather program (a); get a more detailed forecast for a particular day by clicking the appropriate day (b).

TEAM LinG

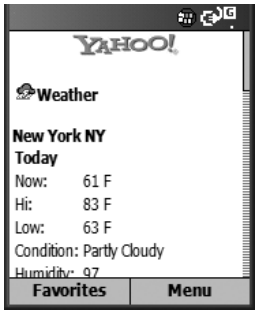


FIGURE 5-19 Thanks to Yahoo! Weather and Weather.com, you can get an up-to-the-minute weather forecast for any city or region in the U.S.

The Yahoo! Weather forecast (with data provided by Weather.com) includes the following information about the current day's weather:

- **Now** The current temperature
- **Hi** Today's high temperature
- **Low** Today's low temperature
- **Condition** Sunny, Mostly Clear, Cloudy, Rainy, and so on
- **Humidity** The humidity displayed as a percentage
- **Wind** The direction and speed of the wind
- **Visibility** The visibility in any direction
- **Dewpt** The current dew point

By scrolling downward, a less detailed forecast for the next several days will be displayed (see Figure 5-19).

Tips for Accessing Non–Mobile Optimized Web Content

This chapter offered details about a handful of mobile optimized web sites. There are, however, millions of other web sites, designed to be viewed using a full-size screen, that can also be accessed from your Smartphone.

As you learned from the previous chapter, at the time of this writing, the version of Internet Explorer bundled with the popular Smartphones on the market is not

TEAM LinG

compatible with several popular web site programming languages, such as Flash and Java. Thus, any traditional web site that contains this type of programming cannot be viewed on your Smartphone's screen. While this will, no doubt, change in the future, right now it's possible to view non–mobile optimized web sites designed primarily using HTML programming, an extremely common web site design and programming language.

Although you can view all HTML-compatible web sites using your Smartphone, if these sites are designed for larger displays, viewing the content will typically require that you do a lot of scrolling around using your Smartphone's 4-Way Directional key.

NOTE *Many non–mobile optimized web sites will take several minutes to load. A lot of data needs to be transferred to your Smartphone before you can view the site, so be patient.*

Using the Smartphone version of Explorer as your web browser, it's often easier to view non–mobile optimized content by pressing the right Soft Key to access Explorer's Menu, and then selecting the Layout submenu. From here, switch to One Column mode for easier viewing on your Smartphone (requiring only horizontal scrolling), or utilize the Desktop mode to see the true layout of a web site (which will require a lot of horizontal and vertical scrolling).

Figure 5-20a shows the default view of a popular non–mobile optimized web site. Figure 5-20b shows what that same web site looks like in One Column mode. Finally, Figure 5-20c offers a view of the web site in Desktop mode. As you explore

FIGURE 5-20 A non–mobile optimized web site displayed using Explorer's Default mode (a); a non–mobile optimized web site displayed using Explorer's One Column mode (b); a non–mobile optimized web site displayed using Explorer's Desktop mode (c).

TEAM LinG

various web sites on your own, try switching between these three modes to see which one is best suited for the content you're accessing.

The very best way to view non–mobile optimized content on your Smartphone is to utilize an optional program, such as ThunderHawk (discussed in Chapter 4).

TEAM LinG

Chapter 6

Use Your Smartphone to Send and Receive E-mail

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

How To…

- Access your POP3 or corporate e-mail account(s) to send and receive messages
- Access your Web-based MSN Mail or Yahoo! Mail accounts
- Access your American Online e-mail account
- Send and receive SMS text messages
- Communicate in real time using MSN Messenger from your Smartphone

Your Smartphone is an ideal tool for keeping you connected to the digital world around you. In addition to surfing the wireless Internet, your Smartphone is capable of sending and receiving e-mail. In many cases, you'll probably be able to tap into your personal, home, or office (corporate) e-mail account(s), and then send and receive e-mail right from your Smartphone.

In addition to sending and receiving e-mail, your Smartphone is capable of sending and receiving SMS Text Messages along with Instant Messages (through or MSN Messenger). This means you can stay in touch with people on your Contacts or Buddy list even when you're away from your desktop or laptop PC.

This chapter is all about how to utilize your Smartphone for e-mail, SMS text messages, and Instant Messages. If you don't already have an e-mail account (and your own e-mail address), you'll learn how to obtain one for free. Plus, you'll discover how and why SMS text messaging and Instant Messaging are ideal ways to stay in touch with people when you're on the go.

NOTE *If you use Microsoft Outlook on your desktop PC or laptop as your primary e-mail manager, you'll want to check out Chapters 7 and 10 for details about how to synchronize your Outlook files and data with your Smartphone.*

Access Virtually Any E-mail Account from Your Smartphone

Depending on the type of e-mail account you're trying to access, the process to configure your Smartphone will vary. If you're an AT&T Wireless customer, you can access virtually any type of text-only e-mail accounts through the mMode service

TEAM LinG

(see Figure 6-1). You'll also be provided with a unique e-mail address through mMode. Other service providers, such as Verizon Wireless, offer similar services.

As you already know, mMode can be accessed using the Internet Explorer software built into your Smartphone. Using the phone's *Inbox application,* however, you can also access POP3/IMAP4 e-mail accounts. Another method for sending and receiving e-mails using your Smartphone includes the use of Office Online (an optional service that allows you to remotely connect to your PC and access Microsoft Office files and data, including e-mails sent or received using Outlook). There is a monthly fee to use this service. It's also possible to use ActiveSync to transfer e-mail messages to and from your PC during the synchronization process.

Access Your Corporate E-mail Account(s)

When your Smartphone connects to your company's server, you can download your messages and upload your outgoing messages. Web browser software is not required to access this type of e-mail account. However, specialized software is needed to tap into the appropriate server where your messages are stored.

For your Smartphone to be able to tap into your existing corporate e-mail account using the Inbox application that's built into your Smartphone, you must first configure your phone appropriately in order to connect to your Internet service provider (ISP) or corporate computer network. How you do this will depend on the service you're attempting to connect to.

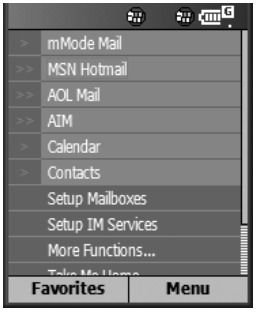


FIGURE 6-1 AT&T Wireless customers can use the mMode service to tap into most types of e-mail accounts.

To do this from your Smartphone's Start/Welcome screen, follow these steps:

NOTE *It's necessary to set up your Smartphone to send and receive e-mail from your pre-existing corporate e-mail account only once. After this procedure is completed, it will not need to be repeated.*

1. Press the Start command (left Soft Key), and then scroll down the list of programs until you see the Settings option.
2. Under the Settings submenu, select the More option, followed by the type of connection you'd like to set up. To keep things simple, unless your service provider recommends something different, select the AWS GPRS or Automatic options to access most types of e-mail accounts. Highlight the AWS GPRS option, and then press Menu (right Soft Key).
3. Select Edit Connections.
4. You can now choose between Dial-Up Connections, VPN Connections, Proxy Connections, and GPRS Connections. Select the appropriate one based on information provided by your e-mail service provider or network administrator (see Figure 6-2).
5. Highlight the appropriate option from the Connections screen and press the Action button. You'll need to press Menu (right Soft Key) on the following screen, and then select the Add option to continue the configuration process. For additional help configuring your Smartphone to access virtually any type of e-mail account, point your computer's web browser to www.microsoft.com/windowsmobile/resources/support/smartphone/supportsetup.aspx.

TIP *AT&T Wireless subscribers can set up their Smartphone and a POP3 e-mail account by visiting the www.StartWindowsMobile.com web site (shown in Figure 6-3) from a desktop or laptop PC. Follow the onscreen configuration process if you don't want to manually do the setup directly on the Smartphone.*

If you have an existing POP3 e-mail account (which is typically provided when you sign up for Internet service through an Internet service provider), it can be accessed using your Smartphone's built-in Inbox application. The first time you want to access your POP3 e-mail account from your Smartphone, the Inbox software must be properly configured.

TEAM LinG

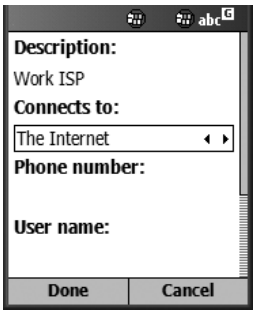


FIGURE 6-2 Configure your Smartphone only once to access your existing e-mail account(s), and sending and receiving e-mails using your Smartphone will be easy.

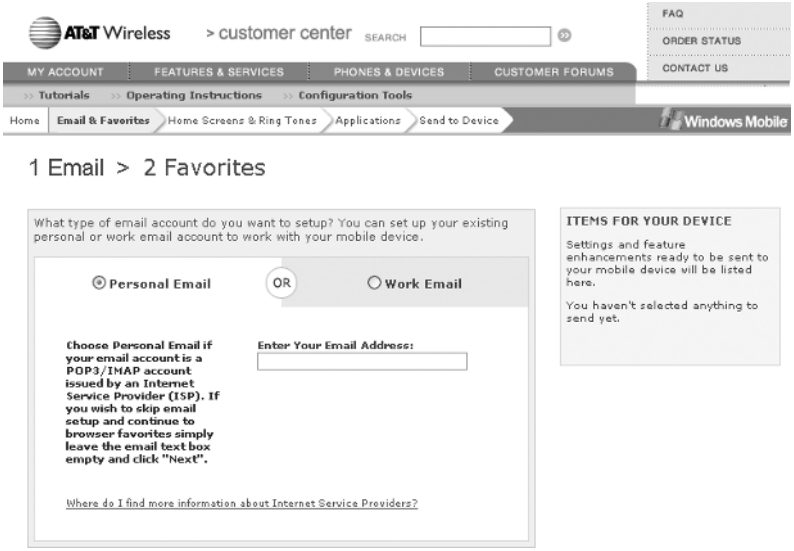


FIGURE 6-3 For AT&T Wireless customers, the www.startwindowsmobile.com/aws/ web site makes configuring your Smartphone so it can access an existing e-mail address quick and easy. Just follow the onscreen prompts.

TEAM LinG

NOTE *POP3 (Post Office Protocol 3) e-mail is a standardized type of client/server e-mail account.*

To set up a POP3 e-mail connection on your Smartphone, follow these steps:

1. From the Smartphone's Start/Welcome screen, press the Start button to see a list of programs stored on the Smartphone.
2. Select the Inbox application.
3. Click the Menu command (the right Soft Key) and select the Options command.
4. Choose the Account Setup or E-mail Setup command.
5. Click the Menu command again and select the New command.
6. You will be prompted to enter your name, followed by your e-mail address.
7. Select the Automatic Setup option and press the Next command (right Soft Key).
8. Once the Smartphone connects to your e-mail service (your ISP), you will be prompted to enter your username (provided by your ISP) and your password (either created by you or provided by your ISP). You also have the option to Save Password so you don't need to manually enter it each time you use your Smartphone to access your e-mail account. If there's a checkmark next to the Save Password option, your password information will be stored in your Smartphone.
9. Press the Next command (right Soft Key).
10. From the next screen, use the 4-Way Navigational key to select the appropriate options, such as Server Type and Account Name. It's best to leave the defaults in place and click the Next command again.
11. You will be prompted to manually enter the incoming mail server and outgoing mail server for your ISP (as shown next). This information is provided by your ISP. Use the Smartphone's keypad to enter this information, and then click Next.

TEAM LinG

12. You can customize what type(s) of e-mail messages your Smartphone will download from the next screen. At the "Download the following messages" prompt, select one of the following: All Messages, Todays Messages, Last 3 Days of E-mail, Last 5 Days of E-mail, Last 7 Days of E-mail, or Last 30 days of E-mail. The prompt below will ask if you want to download the First 500 bytes of each message. You can also choose to download the First 1000 bytes, First 5000 bytes, Headers Only, or each Entire Message.

13. After clicking Next again, you will be able to determine how often your Smartphone will automatically connect to your POP3 mail server to download your e-mail. This can be done manually anytime you choose, or you can set your Smartphone to check your e-mail every 15 minutes, every 30 minutes, every hour, every two hours, every six hours, once per day, or never (as shown next).

14. This completes your POP3 e-mail setup. Click the Finish command (right Soft Key) to continue. You will be asked if you want to check your e-mail now.

TEAM LinG

Click the Yes command to test out the settings you just entered. Within a few seconds, your e-mail messages should be displayed using the Inbox application built into your Smartphone.

NOTE

If your data service plan charges you by the amount of data you send and receive, select the Headers Only option when following Step 12. You can always select to read an entire message later, but you won't download excess data for e-mails you don't want or need, such as SPAM.

Your e-mail account should now be readily accessible from your Smartphone. To send and receive e-mail messages, you'll use the Inbox software. Directions on how to use this software are offered later in this chapter.

TIP

If you're an AT&T Wireless subscriber, you can also configure your Smartphone to access your e-mail account using the mMode service. From the mMode main menu, select Mail & Messaging followed by Setup Mailboxes (see Figure 6-4). Next, choose to set up Personal e-mail for AOL Mail, Yahoo! Mail or a POP3 e-mail account. When a list of e-mail services appears on the screen, select the service you'll be using, such as AOL Mail, MSN Hotmail, Yahoo! Mail, Earthlink, WorldNet, NetZero, and so on. Follow the prompts to set up your mailbox. Once it's configured once, you can access your e-mail using mMode on your Smartphone as often as you wish.

Access Web-Based E-mail Accounts from Your Smartphone

Web-based e-mail accounts require web browser software or other software to access them. For example, Yahoo! Mail and MSN Hotmail are both free e-mail services that are web-based. You'll soon discover how to obtain a free e-mail address through one of these services. Once you've set up a web-based e-mail account, you can access your messages in a variety of ways using your Smartphone (see Figure 6-5).

Speed Up Your Web-Based E-mail Access with MessageXpress

One of the easiest ways to access and manage a web-based e-mail account is to use MessageXpress, a Smartphone application developed by Visto (www.visto.com). This optional program is ideal for connecting to free e-mail accounts from services such as MSN Hotmail, Yahoo! Mail, or Earthlink. Using this software, you can easily

TEAM LinG

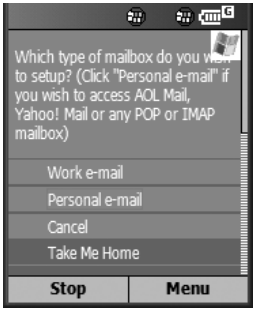


FIGURE 6-4 Using mMode, you can set your Smartphone to access almost any type of e-mail account. mMode works for AT&T Wireless customers only.

read, reply, forward, and delete any message, plus forward mail (with attachments), compose new messages, instantly respond to e-mails using pre-written "quick messages," and append customized signatures to your e-mails.

MessageXpress also allows you to automatically check your e-mail as often as every 15 minutes (or check your e-mail manually when it's convenient). As incoming messages are displayed, you can save time, storage, and money by initially choosing to view and download only new message headings or the first piece of a message. You can always download or view the complete message later.

FIGURE 6-5 MSN Hotmail allows you to create a free e-mail account, and then send and receive e-mail message from your Smartphone or any computer that's connected to the Internet.

TEAM LinG

A free demo version of MessageXpress for Smartphones can be downloaded from the company's web site (see Figure 6-6). Two versions of the software are available, depending on the type of e-mail account you plan to access. One version is for accessing corporate e-mail (using Microsoft Outlook with or without Exchange, Lotus Notes with or without Domino server, or a POP3 server inside your corporate firewall). The second version is for Internet POP3 accounts with outside services or ISPs such as Yahoo!, Hotmail, EarthLink, or your telephone or cable company. Both versions take just a few minutes to download and install.

When you attempt to download the software, the company's web site prompts you for details about your e-mail account and ISP in order to help you more easily configure the software the first time it's used.

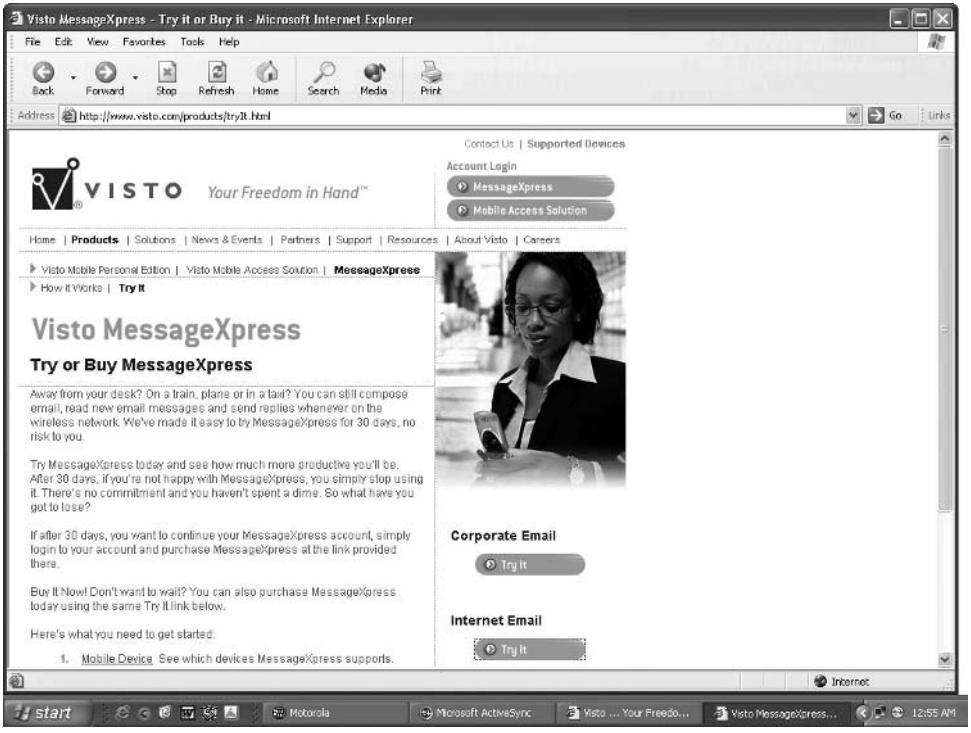


FIGURE 6-6 You can download a trial version of MessageXpress from the Visto.com web site.

TEAM LinG

Set Up Your Own Free E-mail Account

Using your desktop computer's web browser and Internet connection, it's possible to set up free e-mail accounts with any one of several popular services. If you are paying for Internet service from an ISP or your employer provides you with Internet access, chances are you already have an e-mail address. One of the benefits to using a free web-based e-mail account, such as MSN Hotmail, is that you can maintain total anonymity if you provide fake or incomplete information when you set up the account. You can also keep your personal e-mail separate from your work-related e-mail, and access your personal e-mail from any Internet web browser (whether it's on a desktop PC, laptop, or wireless device).

The following is information about two web-based e-mail services. Even if you already have another e-mail account, it's possible to set up an account with one of these services to use specifically with your Smartphone, or for strictly personal purposes.

NOTE *The biggest drawback to using a free e-mail service is that you'll have limited storage space to save incoming e-mail on the service's server—plus advertisements are typically displayed along with each of your messages.*

Yahoo! Mail (http://mail.yahoo.com) A free Yahoo! Mail account comes with up to 4MB of storage space, free virus scanning of all incoming and outgoing messages, and access to your e-mail using any computer or wireless device capable of connecting to the Internet.

To set up your free Yahoo! Mail account, point your desktop computer's web browser to http://mail.yahoo.com. The e-mail address you create might be something like yourname@yahoo.com. For $35 per year, you can register a personalized e-mail address, which might look something like you@yourname.com.

To create a new account, click the Sign Up Now option for Free Yahoo! Mail (see Figure 6-7). You'll be asked to create a Yahoo! ID and select a personal password. Complete the rest of the questionnaire, and then in less than three minutes, you'll have a new e-mail account set up.

You'll now be able to access your Yahoo! Mail account using your Smartphone (or any web browser) by entering your Yahoo! ID and password. The best way to access this type of e-mail service from your Smartphone is with MessageXpress or with the features offered through mMode if you're an AT&T Wireless customer. You can also configure your Smartphone's Inbox software to access many types of e-mail accounts.

TEAM LinG

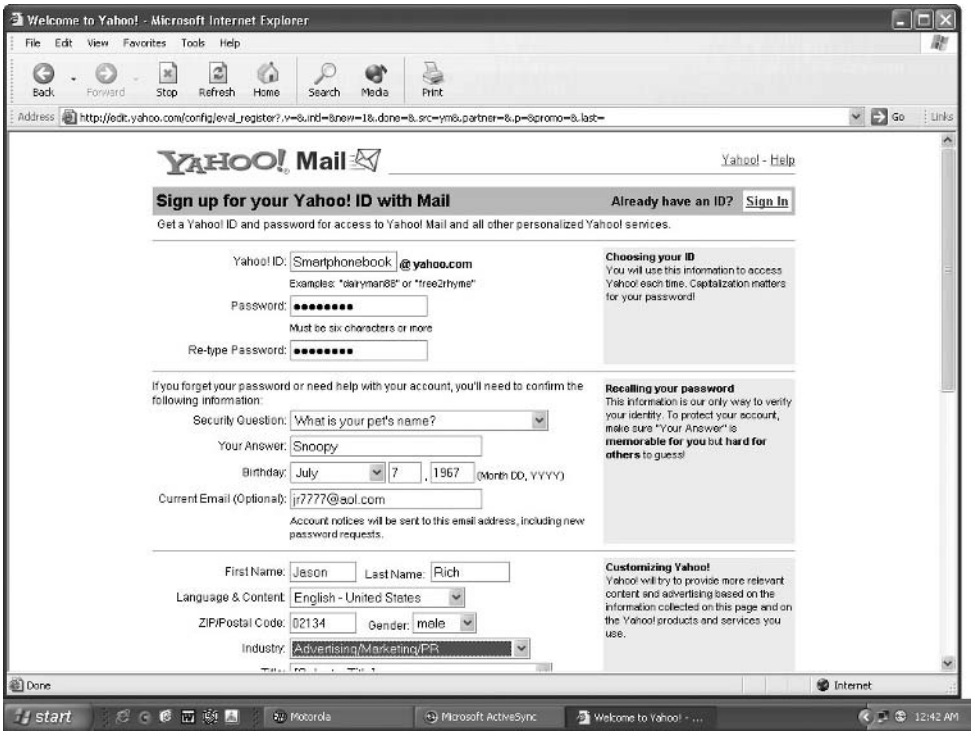


FIGURE 6-7 From the Yahoo! Mail web site, you can create an e-mail account for yourself for free.

Yet another way to access and read your Yahoo! Mail is to access Yahoo! Mobile (http://wap.oa.yahoo.com/) from your Smartphone using Explorer. Connect to the Yahoo! Mobile main page, and then click Mail after you sign in with your Yahoo! ID and password.

MSN Hotmail (http://mobile.msn.com/pocketpc) MSN Hotmail is another free e-mail service that can easily be accessed using your Smartphone once an account is set up using your desktop computer. When you access the Hotmail registration screen using your PC, you'll be asked for your first and last name, state, ZIP code, gender, birth date, occupation, and other basic information. You'll then be instructed to create an e-mail address for yourself that ends with "hotmail.com," such as yourname@hotmail.com. Next, create a personal password (using a minimum of six characters). After agreeing to the terms of use, your Hotmail e-mail account will be established (see Figure 6-8).

TEAM LinG

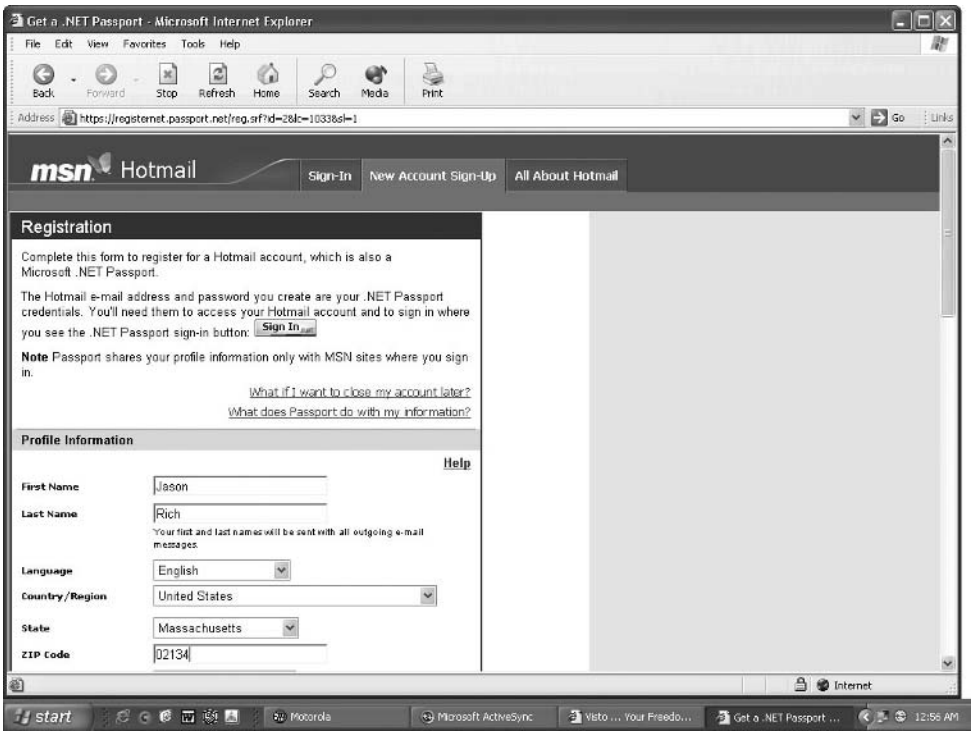


FIGURE 6-8 From the MSN Hotmail web site, you can establish a personal, web-based e-mail address for free.

You can now use this Hotmail e-mail address to send and receive e-mail from your Smartphone, once your Smartphone is configured with this new e-mail account information. Your Favorites list will have MSN Mail presaved if you're using the Motorola MPx200, Samsung i600, or another Smartphone offered by AT&T Wireless or Verizon Wireless. You can manually access the MSN Hotmail web site from your Smartphone by running Explorer and using the Address bar to access http://mobile.msn.com/pocketpc.

From the MSN Hotmail screen on your Smartphone, you can do the following:

- Write e-mail (see Figure 6-9)
- Access your Inbox to read e-mail
- Add names to your e-mail address book
- Store and organize your e-mail in folders

TEAM LinG

FIGURE 6-9 Select the Write E-mail option to see this screen. Fill in the various fields, manually type an e-mail message, and then click Send to send your message to any other Internet user, no matter what type of e-mail account they have.

Use the 4-Way Directional key to navigate your way around this main Hotmail screen and use the Action button to select the option(s) of your choice.

Did you know?

Google Also Offers Free E-mail Service

Google also offers a free e-mail account service, called Gmail (https://gmail.google.com). Each account comes with 1 gigabyte of free storage space (which is much more than the competition). The drawback, however, is that because the service is free, your e-mails automatically get scanned and relevant text-based ads are displayed within your messages. The backbone of Gmail is a powerful Google search engine that quickly recalls any message an account owner has ever sent or received. Thus, there's no need to file messages in order to find them again. When Gmail displays an e-mail, it automatically shows all the replies to that e-mail as well, so users can view a message in the context of a conversation.

TEAM LinG

Access Your America Online E-mail Account(s)

If you're an AT&T Wireless subscriber, the mMode wireless service offers the tools you need to access your America Online (AOL) e-mail from your Smartphone. To do this, select mMode from the Smartphone's Start menu. Next, scroll down to AOL Mail and select this submenu option. After manually entering your existing America Online username and password, you'll have access to your e-mail account.

Non–AT&T Wireless Smartphone users can access AOL Mail by pointing the Explorer browser to www.aol.com. This is a non–mobile optimized web site. An easier method is to use a third-party program, such as MessageXpress.

TIP

The first time you attempt to access your existing AOL e-mail account, it is necessary to set up the Smartphone to be able to access the mail box. From the mMode main menu, select the Mail & Messages option, followed by the Setup Mailboxes option. Choose Personal E-mail at the next submenu, and then follow the prompts.

Use Your Smartphone's Inbox Application

Inbox is your Smartphone's built-in application for sending and receiving e-mail. To access this program from the Start/Welcome screen, press the Start button and select the Inbox program (as shown in Figure 6-10). If you're using this software for the first time, you must configure it to your specific, preexisting e-mail account. Directions for how to do this were offered earlier in the chapter.

Read and Manage Incoming E-mail with Inbox

Once the program is properly configured, click the Menu command and select the Send/Receive option. This instructs your Smartphone to connect to your e-mail account and download any new e-mail messages. The messages will be displayed on your Smartphone's main screen.

TIP

Messages with an open envelope icon next to them have already been read. Messages that have a sealed envelope icon next to them are new (unread) messages.

Using the 4-Way Directional key, highlight the messages you want to read, one at a time, and press the Action button. You will see the message displayed on the screen. You can then press the Reply command (left Soft Key) to send a message back to the sender (and reply to the current message) or press the Menu command

TEAM LinG

FIGURE 6-10 You can access the Inbox application from the Start menu.

for other options relating to specific e-mail messages. You will need to do something with each new e-mail message you receive.

The Inbox Menu commands shown in Figure 6-11 include the following:

- **Delete** Erases the current message.
- **Reply** Responds to the current message.
- **Reply All** Responds to the current message and all original recipients.
- **Forward** Sends the message, as is, to another e-mail address (such as a coworker).

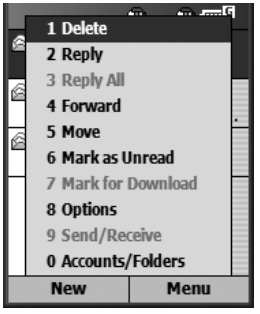


FIGURE 6-11 This menu appears when you reply to an e-mail message, and then click Menu.

- **Move** Saves the e-mail message to a different folder, other than your default new message Inbox folder.
- **Mark As Unread** Keeps a message in your New Message folder.
- **Mark for Download** Stores the full e-mail message in your phone when you download your messages.
- **Options** Offers more ways to customize how you send and receive e-mails using your Smartphone.
- **Send/Receive** Refreshes your Inbox and manually checks to see if new messages have arrived. If messages you wrote are waiting to be sent, this command will send those messages.
- **Save To Contacts** Saves the sender's e-mail address and information in your phone's Contacts list.

Write and Send E-mails from Inbox

To write and save an e-mail message, from the Inbox program's main screen, select either Menu (right Soft Key) or New (left Soft Key). The New command allows you to compose an e-mail message. After selecting New, you will be prompted to select the type of message you're sending (as shown in Figure 6-12). Depending on how you've configured your Smartphone (and the version of the Windows Mobile Operating System you're using), options might include the following:

- SMS Text Message
- ActiveSync
- POP3 (Compose and send a message from your regular e-mail account)

To send an e-mail message from your corporate or POP3 e-mail account, select the appropriate menu selection (as shown in Figure 6-13). The Inbox's message compose screen will appear. This screen includes the following fields:

- To:
- Cc:
- Subject:
- Message

TEAM LinG

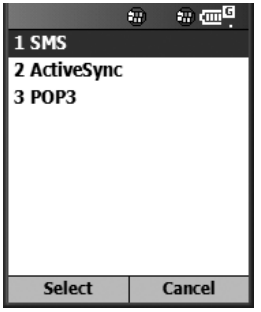


FIGURE 6-12 After choosing to compose a new message, you must select the type of message it will be. This determines how the message will be sent.

Highlight the To command and manually enter the recipient's e-mail address such as recipient-name@server-name.com. If you want the message copied to a second e-mail address, fill in that e-mail address in the Cc: field. Next, use the 4-Way Directional key to scroll down to the Subject field. Using the phone's keypad, enter the Subject of your message.

TIP *When manually entering an e-mail address, the @ (ampersand) can be added by pressing the Smartphone's 1 button. You'll also use the 1 button to add a dot (.) to the e-mail address.*

FIGURE 6-13 From this screen, you can compose and send a new e-mail message using Inbox.

After you enter the Subject of the message, use the 4-Way Directional key to scroll downward to the main area of the display. This is where you'll manually type your e-mail message using the Smartphone's keypad.

Once your message is complete, click the Send command (left Soft Key) to delete your message (see Figure 6-14). Your message will be stored in your Outbox (mail waiting to be sent folder). When you're ready to send your message(s), access the Inbox program's Menu (right Soft Key) and click the Send/Receive command.

TIP

If you have trouble getting your Smartphone to connect to your e-mail server or corporate network, first obtain the necessary information from your ISP or corporate network administrator, and then contact your Smartphone service provider and request assistance configuring your Smartphone. This configuration process must be done correctly for your phone to be able to properly send and receive e-mail.

Use Inbox Speed Reader to Make Sending and Receiving E-mail Easier

In addition to your Smartphone's built-in Inbox software, you can add optional software to make sending and receiving e-mail and SMS text messages even easier. Developed by Mobile Dynamo (www.mobiledynamo.com) and priced at $29.99, the Inbox Speed Reader software can be purchased and downloaded online using your desktop computer to access the company's web site. The software will ultimately be installed onto your Smartphone using ActiveSync.

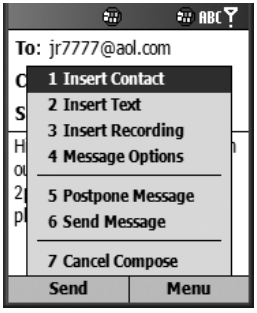


FIGURE 6-14 As you're composing an e-mail, click the Menu command (right Soft Key) to access this menu.

TEAM LinG

NOTE

SMS means Short Message Service. SMS text messaging allows Smartphone and cell phone users to send and receive short alphanumeric text messages, transforming their wireless device into a powerful two-way text pager.

Using what the company calls ColorBar and RSVP technology to make reading e-mails on your Smartphone's screen faster and easier, this program reformats the incoming information, adds color codes, and displays the incoming text in a way that's easy to read. With this software, Mobile Dynamo states you'll be able to read your incoming e-mails at a speed of up to 500 words per minute, as opposed to the average 150 words per minute using the stand-alone Inbox software.

Voices from the Community

Life with Your Smartphone

- **Darren Healy**
- **Job Title:** Debug Technician
- **Company:** Computer Repair Center

After a coworker purchased a Smartphone, Healy was impressed by its capabilities and soon bought an SPV 100E 02 (available in Europe) for himself. "I enjoy being able to send and receive e-mail from virtually anywhere," said Healy, who lives and works in Glenrothes Fife, Scotland. "Always being reachable, either by phone or e-mail, is very important to me."

In addition to the Smartphone's built-in software, Healy has added optional software to help him manage his hobby, which involves buying, selling, and trading music CDs.

"One of my favorite applications is a spreadsheet program that allows me to keep track of my extensive CD music collection. I created a Microsoft Excel spreadsheet file that I synchronize with my Smartphone. I am always buying and selling CDs. Having a database that lists my entire collection is helpful, especially when I'm on-the-go and need to look something up that relates to my collection."

TEAM LinG

So, if you're using your Smartphone to scan or read large numbers of incoming e-mail messages and you need to be more productive while doing this, consider adding this optional Inbox Speed Reader software to your Smartphone. You'll also be able to sort messages faster, search messages for specific text, scroll forward and backward by full sentence (as opposed to one space or one line at a time), and have your e-mail auto-scroll so you don't have to keep pushing the 4-Way Directional key to read long e-mails.

Send and Receive SMS Text Messages

SMS text messages are short e-mails (typically 160 characters in length or less, but this depends on the service provider) that can be sent to any other Smartphone or compatible cell phone or wireless device, regardless of the service provider. All you need to know is the recipient's Smartphone or cell phone number to be able to send an SMS text message that you manually input using the Smartphone's keypad.

SMS text messages are less time-consuming to compose than an e-mail. When you receive an SMS text message, it appears like an incoming e-mail in your Smartphone's Inbox. You can then view, delete, reply to, forward, or save that message.

Compose and Send an SMS Text Message

To send an SMS text message, access the Inbox software from the Start menu. Click the New command (left Soft key), and then select the SMS option. The To field will appear. Simply enter the recipient's complete cell phone number, including area code, in this field using your Smartphone's keypad. It's *not* necessary to place a 1 before the area code of the phone number.

Using the 4-Way Navigation key, move down into the main area of the screen. Manually input your text message (as shown in Figure 6-15). When the SMS text message is complete, click the Send command (left Soft Key). Within a few seconds, you should receive a "Message Sent" notice on your Smartphone's screen.

NOTE

Until recently, you could send only an SMS message to a subscriber of the same service provider as you. For example, AT&T Wireless customers could send messages only to other AT&T Wireless subscribers. This is no longer the case, however. It's now possible to send SMS messages to virtually any other cell phone or wireless data device, no matter what their service provider is. Sending SMS text messages internationally, however, doesn't typically work. You're better off sending traditional e-mail messages.

TEAM LinG

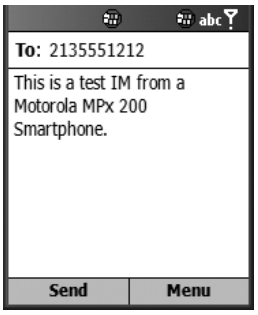


FIGURE 6-15 Using the Smartphone's keypad, manually enter the SMS text message you want to send, and then click Send.

Read SMS Text Messages

SMS text messages can be sent to you from any other Smartphone or any compatible cell phone whose service provider offers this feature. When you receive an SMS text message, near the bottom of the default Start/Welcome screen, you will see the message "SMS (1)" indicating you have one new SMS text message. Either access

How to ...

Send a SMS Text Message from Your Computer

It's also possible for a desktop or laptop computer user (who is connected to the Internet) to compose and send your Smartphone an SMS text message. The easiest way to do this if you, the recipient, is an AT&T Wireless customer, is for the sender to point their web browser to www.mymmode.com/messagecenter, and then fill in the appropriate fields on the screen. The sender will need to know your Smartphone's 10-digit phone number. Other service providers, including Verizon Wireless (www.vtext.com/customer_site/jsp/messaging_lo.jsp) and Sprint PCS (http://messaging.sprintpcs.com/textmessaging/compose), offer similar web sites for non-Smartphone or cell phone users to be able to send SMS text messages to compatible wireless Internet devices.

TEAM LinG

your Inbox or scroll down to the "SMS (1)" message on the Start/Welcome screen and press the Action button to read the message (as shown in Figure 6-16).

When you open Inbox, you will see a sealed envelope icon along with information about the message's sender and the first line of the SMS text message. To read the entire message, use the 4-Way Directional key to highlight the message and press the Action button.

If the incoming message is from someone stored in your Smartphone's Contacts list, that person's name will appear as the sender. If the sender of the SMS text message is not already stored in your Smartphone's Contacts list, the sender's cell phone number will be displayed as opposed to his or her name.

To reply to the message, click the Reply command (left Soft Key). Click Menu to delete, reply to, forward, move, or mark the message as unread, or to save the sender's information in your Contacts database.

TIP

Until you delete the SMS text message, it will remain in your Inbox; however, the envelope icon will change from a sealed envelope to an open envelope, indicating the message has been read. You can also store the message in a different folder that you create. It's a good idea to create multiple folders to help organize your incoming SMS text messages if this is a feature you'll be using often. You might want to create folders called Work and Personal and/or create additional folders for specific people you communicate with regularly if you plan on saving their messages. For example, you might have folders called Mark, Ellen, Emily, Sandy, and so on.

FIGURE 6-16 From the Smartphone's main Welcome screen, you will be notified if new SMS text messages are received. The Inbox software will also notify you when new messages are received.

TEAM LinG

Once you click Reply, the options available under Inbox's Menu (right Soft Key) will change. The following commands and functions will now be available as you reply to a text message:

- **Insert Contact** Look up a contact from your Smartphone's Contacts list and add it to the To field.
- **Insert Text** Insert prewritten text, such as common responses that you've composed in advance, such as "I am in a meeting right now."
- **Insert Recording** Attach a short audio recording to your message that someone with a Smartphone will be able to play back. (This feature only works with some Smartphones and is only supported by some service providers.)
- **Message Options** You can request an SMS text message delivery notification to ensure your message was received by the recipient.
- **Postpone Message** This command allows you to create a text message but not send it immediately.
- **Send Message** After your message is composed, immediately send it to the recipient.
- **Cancel Compose** This command exits you out of the compose/reply screen and returns you to the previous screen, without saving or sending your message.

TIP

Depending on your service provider, you may be billed for each SMS text message you send or receive. Some service providers offer unlimited SMS text messaging or allow for a specific number of text messages to be sent or received during a billing period. Other service providers charge for this service based on the amount of data sent and received. Make sure you understand how your service provider bills you for sending and receiving SMS text messages. This could also vary based on the service plan you select.

Communicate in Real Time with Instant Messaging

While SMS text messaging allows you to send and receive short e-mail messages and communicate with your Smartphone as if it were a two-way, alphanumeric text

TEAM LinG

pager, another method of communicating with your Smartphone (aside from voice communication and traditional e-mail) involves using Instant Messaging.

Services such as MSN Messenger, AOL Instant Messenger, and Yahoo! Instant Messenger allow members to communicate in real time using text. This simulates an actual conversation, only information between parties is typed as opposed to spoken. Within a few seconds after your Instant Message (or IM) is typed and sent, it appears on the recipient's screen and can be replied to.

It's possible to communicate using IMs with anyone who is also a member of an IM service. (Many of the IM services are now compatible, so a member of AIM can theoretically communicate with an MSN Messenger subscriber.)

Signing up for an IM service, such as MSN Messenger or AOL Instant Messenger, is free of charge. The easiest was to do this is to visit one of the following service's from your desktop computer and create an account. Point your desktop computer's web browser to one of the following:

- **AOL Instant Messenger (AIM)** www.AIM.com
- **MSN Messenger** www.msnmessenger-download.com
- **Yahoo! Messenger** http://messenger.yahoo.com

When you set up an Instant Messaging account with one of these services, you will need to create a user ID or screen name for yourself as well as create a personalized password. Once the account is set up, you can communicate with other members of that service (or compatible services) by accessing the Instant Messenger service using your Smartphone.

All of the popular Smartphones have MSN Messenger software built in. Some service providers, however, also offer ways to access AIM and/or Yahoo! Messenger. For example, AT&T Wireless customers can access one of these services through mMode.

Each of the popular Instant Messaging services, such as MSN Messenger, currently has millions of subscribers. To communicate with any of them, all you need is their user ID or username.

One benefit of communicating with Instant Messenger is that it's instantaneous and you can have multiple text-based conversations with different people going on simultaneously. You can also create a Contacts list or Buddy list to stay in contact with your friends, coworkers, and acquaintances whenever you're both online and connected to the same Instant Messaging service.

TEAM LinG

TIP

When you subscribe to America Online or MSN, your username/user ID and password automatically work with AIM and MSN Messenger. You can, however, register and use AIM or MSN separately (and for free) without becoming a paid American Online or MSN subscriber.

Use MSN Messenger from Your Smartphone

MSN Messenger can be accessed from any Smartphone (no matter which service provider you use.) From the Start/Welcome screen, press Start and then click MSN Messenger to launch the program.

To sign in, click Sign In (left Soft Key), and then enter your sign-in name followed by your password. Click the Sign In command again (left Soft Key) and you will be logged into the system. The message Signing In… will appear on the MSN Messenger Service main title screen (as shown in Figure 6-17).

TIP

You can store your sign-in name and password on your Smartphone, so this information does not need to be manually entered each time you log into the service. To do this, simply place a checkmark next to the "Remember my password" option on the MSN Messenger main sign-in screen (below the Password prompt).

Once you're online and connected to the service, you will see a list of people in your Contacts list who are currently also connected to the service (with whom you

FIGURE 6-17 Once you log into MSN Messenger using your Smartphone, you can communicate with other MSN Messenger users in real time.

TEAM LinG

can communicate at this time) and people in your Contacts list who are not currently online (see Figure 6-18).

To send an IM to anyone on your Contacts list, simply highlight their name using the 4-Way Directional key, and then press the Action button. You can then manually enter your text message and click Send.

Once you initiate a text-based conversation with someone, a dialog screen appears. The message "You are chatting with: [*User Name*]" will appear at the top of the screen. As you type back and forth, the screen displays a transcript, showing what you type, followed by what the other person types. The screen will begin to look almost like a movie script. Use the 4-Way Directional key to scroll up or down to view the entire conversation (or pieces of it).

At anytime, you can add people you know to your Contacts list by clicking the Add command found under the MSN Messenger menu (shown in Figure 6-19).

TIP

If someone you don't want to communicate with IMs you, highlight that person's username on the main MSN Messenger screen, and then select the Block command found by clicking on Menu. This will keep that person from sending you unwanted IMs. If that person IMs you again, they'll get a message stating they've been blocked. You will, however, no longer appear on their buddy list as being signed on, so if they don't try to IM you, they won't know you're online if they've been blocked.

FIGURE 6-18 From this screen, you can quickly see which of your contacts are online and available to chat.

FIGURE 6-19 Add new contacts to MSN Messenger so you can communicate with them when you're both online and connected to the service.

To add someone to your Contacts, click the Menu command, followed by Add Contact. When the Sign-In Name prompt appears, manually type in the username of the person you want to add, and then click Next. The message "[*User Name*] has been successfully added to your contacts list" will be displayed on the screen. Click Done to continue.

Once you're connected to the MSN Messenger service, your username will appear on other people's Contacts list, so they'll know you're online and have the ability to IM you (send you an IM). Once you or another person initiates a conversation, from the dialog screen, the two main Soft Key commands are Send for sending the text you manually enter and Menu.

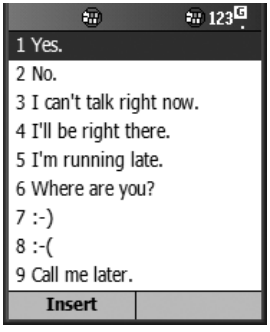
TIP

If you log into MSN Messenger to communicate only with a specific person and don't want to be bothered by others, you can highlight your own username on the main MSN Messenger screen and press the Action button to call up a list of Away messages, such as Busy, Be Right Back, Away, On The Phone, Out To Lunch, or a custom message you create. Now, if someone tries to IM you, they will receive this message and know you're busy (and, let's hope, not bother you). When you're available to chat with people, make sure you select the Online message.

The Menu from the MSN Messenger Dialog screen (shown next) offers the following options:

TEAM LinG

- **My Text** Allows you to respond to an IM using a prewritten message. A listing of these messages is displayed and can be selected when you access this option. Prewritten messages include: Yes, No, I cant talk right now, Ill be right there, Im running late, Where are you?, and Call me later. Using the Insert command (right Soft Key), you can create your own prewritten message for quick access later (shown next).



- **End Chat** End the IM conversation with the person you're communicating with. This returns you to the main MSN Messenger screen.
- **Invite** Invite someone to chat with you via IMs.
- **My Contacts** Look up the username of someone from your Contacts list.
- **Chat Members** Display Chat Members currently available.
- **Chats** Switch between IM conversations quickly.
- **Options** Customize your IMing experience.

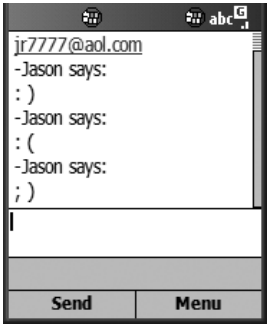
TEAM LinG

NOTE

Based on your data service plan, keep in mind you may be paying by the amount of data you send and receive. When you send and receive IMs, this counts towards your data usage. You are not, however, billed based on the amount of time you spend logged into an IM service, such as MSN Messenger. So, you could spend three hours connected, but send and receive only a small amount of data as a result of participating in one short IM exchange.

Show Emotions with Emoticons

One of the fun things you can do when communicating with IMs (as well as SMS text messages and e-mails) is incorporate emoticons. Using original punctuation, such as periods, colons, semicolons, and parentheses, for example, you can create happy faces, sad faces, winking faces, and so on. Some of these are shown here:



Here's a short list of the many emoticons people incorporate into their IMs:

- **:)** Happy face
- **: (** Sad face
- **;)** Winking face
- **: -P** Sticking out tongue
- **: -x** Kissing face

TIP

For a more detailed listing of emoticons, point your desktop or laptop computer's web browser to www.computeruser.com/resources/dictionary/emoticons.html or www.cknow.com/ckinfo/emoticons.htm.

TEAM LinG

In addition to emoticons, you'll often find that people who frequently use IMs use a special lingo, which involves a unique shorthand. You too may want to incorporate these acronyms and common IM or online chat phrases into your messages in order to save time typing and to add personality to what you have to say.

Phrases such as LOL (Laugh Out Loud), ROTFL (Rolling On The Floor Laughing), ASAP (As Soon As Possible), BFN (Bye For Now), J/K (Just Kidding), and A/S/L (Age, Sex, and Location) are all common acronyms. For more Net lingo, point your desktop or laptop computer's web browser to www.netlingo.com/e-mailsh.cfm for a list (this is a non–"Mobile Optimized" web site).

Instant Messaging Is Easy with IMOV Universal Mobile Messenger Software

No matter which service provider you use, you can access any popular Instant Messaging service by loading optional, third-party software into your Smartphone. IMOV Universal Mobile Messenger from Mov Software ($19.95) is an optional software package compatible with AOL Instant Messenger, MSN Messenger, and Yahoo! Messenger.

This software offers an easy-to-use, graphical interface when communicating using Instant Messaging services on your Smartphone. The software can be purchased and downloaded directly from Mov Software's web site (www.movsoftware.com) or purchased from Handango.com or the Windows Mobile Application Catalog (www.microsoft.com/windowsmobile/catalog). Once the software is downloaded to your desktop or laptop computer, it gets installed onto your Smartphone using ActiveSync.

The IMOV software offers more functionality and ease of use than the built-in MSN Messenger software. It's also more graphically based and visually appealing—plus it's compatible with all of the popular IM services. This software is particularly useful if you typically engage in multiple IM conversations with different people simultaneously, or you want to communicate with members of MSN Messenger and AIM, for example, at the same time.

Your Smartphone Can Do More Than Communicate

As you know, your Smartphone is an extremely powerful wireless communication device. Thus far, you've learned how to make and receive voice calls, surf the wireless Internet, send and receive e-mails, and utilize SMS text messaging and Instant Messaging as different methods of wireless communication.

TEAM LinG

In the next section of this book, we'll focus on the other types of built-in software applications your Smartphone offers—plus, you'll discover how to fully customize your Smartphone by adding additional (optional) third-party software.

Your Smartphone can also be used as a powerful personal productivity and organizational tool, along with offering you the full functionality of a personal digital assistant (PDA) and some of the functionality of a desktop or laptop computer. For example, in Chapter 12, you'll discover how to transfer, read, edit, and even create Microsoft Word–compatible documents using your Smartphone.

Now that you've discovered how to communicate with your Smartphone, it's time to learn what else it's capable of.

TEAM LinG

Part II

There's So Much More Your Smartphone Can Do

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

This page intentionally left blank

TEAM LinG

Chapter 7

Using ActiveSync with Your Smartphone

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

How To…

- Synchronize data between your Smartphone and PC
- Install new software on your Smartphone using ActiveSync
- Back up your Smartphone
- Upgrade your Smartphone

When you unpacked your Smartphone from the box it came in, you probably noticed a CD-ROM that included a PC-based application called ActiveSync. This program, when used in connection with your Smartphone's docking cradle and USB cable (also included with your Smartphone), is designed to make transferring data and software between your Smartphone and PC extremely easy. ActiveSync is a Windows-based application that runs on your computer. It's designed to handle several Smartphone-related functions, including the following:

- Installing new software applications onto your Smartphone
- Synchronizing data between your PC and Smartphone, such as your Smartphone's Contacts database and its appointment/schedule database, and your PC's Microsoft Outlook e-mail database
- Transferring files between your PC and Smartphone, such as graphics, ringers, MP3s, Word documents, and so on
- Backing up your Smartphone

With the exception of a PC-based computer running Windows (XP, 2000, Millennium Edition, NT, or 98), everything you need to utilize ActiveSync comes bundled with the Smartphone, including the software, docking cradle, and USB cable that connects the docking cradle to your desktop or laptop computer via its built-in USB port. ActiveSync also allows you to synchronize information between your Smartphone and a Microsoft Exchange Server.

NOTE

If you're planning to synchronize your Smartphone's Contacts database, Inbox data (including e-mail), and other data with Microsoft Outlook (running on your PC), you'll need Microsoft Outlook 98, Microsoft Outlook 2000, or a later version of this program installed and running on your desktop or laptop computer.

TEAM LinG

Install ActiveSync onto Your Computer

The Smartphone edition of ActiveSync comes preinstalled on your phone. Before you can transfer data and programs between your computer and your Smartphone, however, you must also first install ActiveSync onto your computer using the CD-ROM provided.

TIP

Be sure to install the ActiveSync software onto your desktop or laptop computer before *connecting the Smartphone to the computer via the USB cable.*

To install the software onto your PC, insert the ActiveSync CD-ROM into your computer's CD-ROM drive and follow the same process as you would when installing any new program onto your computer. See Figure 7-1 to get started. Be sure you're installing the most up-to-date version of this software. You can download the latest version of ActiveSync, free of charge, from the Microsoft web site.

FIGURE 7-1 Install ActiveSync on your computer by inserting the CD-ROM and following the onscreen directions.

TEAM LinG

To determine if your CD-ROM contains the latest version of ActiveSync, visit the Microsoft web site (www.Microsoft.com). From the left side of the web site's home page, select Mobile Devices (as shown in Figure 7-2). Then, under the Resources menu on the web site (located on the left side of the screen), choose Download, followed by Smartphone. (At the time of this writing, ActiveSync version 3.7.1 is the latest version available.)

Once the ActiveSync software is successfully installed on your PC, connect the Smartphone's docking cradle to the computer and insert your Smartphone into the docking cradle. The New Partnership Wizard function of the ActiveSync software will then help you establish the necessary link between your Smartphone and computer. This wizard guides you through the initial synchronization process. A *partnership* is a link that your Smartphone establishes with the ActiveSync software that is specific to your phone. It is possible to use multiple Smartphones with your computer and have ActiveSync keep track of different phones. Thus, for each Smartphone that uses ActiveSync that's running on your computer, a different partnership will be created. A partnership is the function of ActiveSync that keeps track of what's on your Smartphone and what data needs to be updated.

FIGURE 7-2 From the Microsoft web site, you can download the latest version of ActiveSync, plus updates and patches for other Smartphone applications.

TEAM LinG

NOTE

If you have Outlook installed on your computer, your Outlook data will automatically be synchronized with information on your Smartphone the first time you run ActiveSync. You'll notice your Contacts database, e-mail database, tasks, and schedule/appointments list will be synchronized. Chapter 10 offers more information about using Outlook.

Synchronize Data Between Your Smartphone and PC

ActiveSync on your PC is a *memory-resident* program. It's always running in the background but becomes active only when it's needed. On your computer's taskbar (in the lower-right corner of the screen, next to the clock), you'll see a circle icon with arrows. When this circle is green, it means your Smartphone is inserted within its docking port, the docking port is connected to your PC, and you have an active connection between the two devices. Each time this connection is initially made, your Smartphone and computer will automatically synchronize. You can, however, initiate the synchronization process any time you wish.

The main ActiveSync screen appears as a window on your desktop screen (as shown in Figure 7-3). As you can see in Figure 7-4, the ActiveSync version on your Smartphone is somewhat similar to the PC version in terms of its look and functionality.

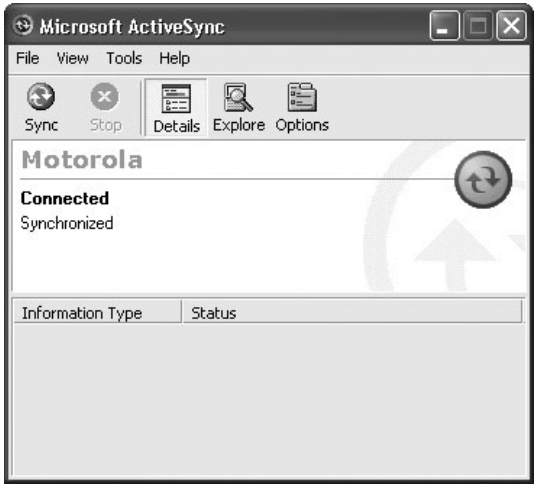


FIGURE 7-3 The main ActiveSync screen on your desktop computer

TEAM LinG

FIGURE 7-4 The main ActiveSync screen on your Smartphone

For the most part, ActiveSync is designed to work on its own to keep your computer (or server) synchronized with your Smartphone in terms of data. When you're ready to begin adding new software and third-party applications to your Smartphone, the ActiveSync software is also used; however, some additional user involvement is required.

From the ActiveSync software on your PC, you can customize the synchronization process to ensure that only the data you want and need is transferred between your Smartphone and computer/server. To configure the ActiveSync software from the PC edition, select the Tools pull-down menu (shown in Figure 7-5), and then choose Options.

After accessing the Options window, decide what information and data you wish to synchronize between your Smartphone and PC. This information relates mainly to Outlook data (contacts, appointments, tasks, and e-mails). Using the mouse, place checkmarks next to the options you wish to synchronize—Calendar (your appointments), Contacts (address book and phone numbers), Tasks (to-do lists), and/or Inbox (e-mail).

To further customize the synchronization process, place a checkmark on the Calendar option, and then click the Settings icon, located to the right of this option. The Calendar Synchronization screen will be displayed (as shown in Figure 7-6). From this screen, determine what past appointments (based on a timeframe) and what future appointments, if any, will be synchronized. These options are based on predefined timeframes you select, such as All Appointments or Past Two Weeks, and/or Future Two Weeks.

By placing a checkmark on the Contacts option, and then clicking the Settings icon, you can choose to synchronize all contacts between your Smartphone and PC, or select specific contacts you wish to synchronize (see Figure 7-7).

TEAM LinG

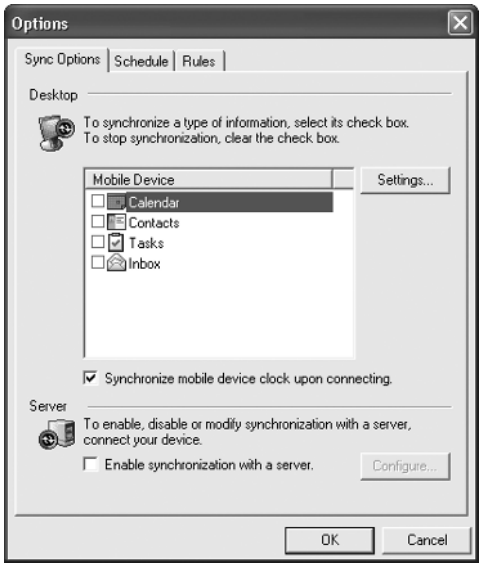


FIGURE 7-5 From ActiveSync, choose the Tools pull-down menu, choose Options in order to begin customizing the synchronization process.

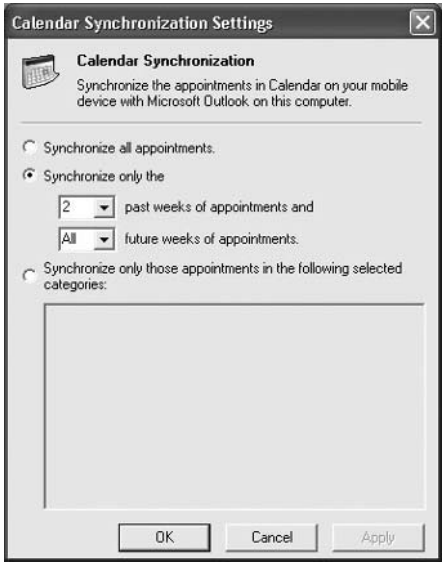


FIGURE 7-6 The Calendar Synchronization screen

TEAM LinG

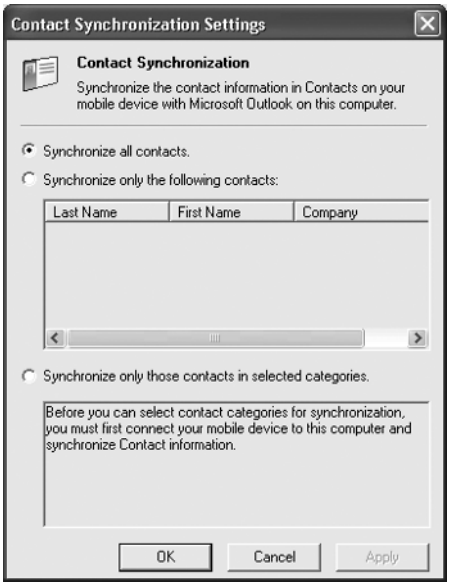


FIGURE 7-7 The Contact Synchronization screen

From the ActiveSync Options screen, you can click the Schedule tab at the top of the window to further customize the synchronization process. From here, choose how often you wish to synchronize the data or schedule the process to happen automatically, either on a continuous basis as changes are made, or at predefined time intervals.

TIP

Any time the link between your Smartphone and computer is active, you can manually initiate the synchronization process and/or back up your Smartphone's data. To do this, click the Sync icon at the top of the ActiveSync window (PC version), or press the Sync command (left Soft Key) when ActiveSync is running on your Smartphone.

Also from the ActiveSync Options screen, the Rules tab at the top of the window allows you to determine the rules the synchronization process will follow. For example, you can determine if the Smartphone data will always override data stored on your PC (such as in your Outlook databases), or vice versa. Depending on your personal needs, you may wish to alter the default settings from the Rules window.

TEAM LinG

NOTE *For additional help using ActiveSync, access the Help pull-down menu from the main ActiveSync window (on your PC), and then select Microsoft ActiveSync Help. A list of help topics will be displayed.*

Utilize Infrared and Wireless Synchronization

In addition to using a USB cable connection to link your Smartphone and your computer (utilizing the USB cable and docking station your Smartphone came with), two other methods enable you to synchronize data and install new programs on your Smartphone: utilizing an infrared connection or a wireless Internet connection.

TIP *If your computer is not equipped with a USB port, you can purchase an optional serial connection cable to connect your Smartphone to your computer. If you're using this type of cable, access the File pull-down menu on the PC edition of ActiveSync, and then select Connection Settings (as shown in Figure 7-8). Using the mouse, place a checkmark next to "Allow serial cable or infrared connection to this COM port"; then use the pull-down menu found within this window to choose the appropriate COM port (or IR port).*

Synchronize with an Infrared Connection

All Smartphones are equipped with a built-in infrared communications port. This technology is similar to a television remote control. Depending on what model Smartphone you're using, the location of the infrared port on your unit will vary. For example, on the Motorola MPx200, the infrared port is located on the left side of the handset, below the power button. On the Samsung i600, the infrared port can be found on top of the unit, next to the antenna.

NOTE *To create an infrared connection once the ActiveSync software has been configured, simply align the infrared ports and initiate the connection from your device. This method is ideal for quickly switching between multiple devices because there are no cables or adapters to change.*

Assuming you have an infrared port built into your desktop or laptop computer, you can configure the ActiveSync software to utilize this port and communicate wirelessly, assuming the two ports (the one on your computer and the one on your Smartphone) can be lined up, just as you'd point your television remote control directly at the television to turn it on, adjust the volume, or change the channel.

TEAM LinG

To configure the ActiveSync software to use wireless infrared ports and synchronize data between your Smartphone and PC, on the PC edition of ActiveSync, access the File pull-down menu, and then select Connection Settings (as shown in Figure 7-8). Using the mouse, place a checkmark next to "Allow serial cable or infrared connection to this COM port," and then use the pull-down menu from this window to choose Infrared Port (IR).

On your Smartphone, when ActiveSync is running, line up the IR ports, click the Menu command (right Soft Key), and then select the Connect via IR… option to utilize wireless infrared communication. The benefit to using an IR connection to link your Smartphone and computer is that no cables (or your Smartphone's docking station) are required. You simply need to line up the computer's IR port with the Smartphone's IR port, just as you'd line up your TV's remote control to your television set when you change channels, for example. Many laptop computers have IR ports built in, which makes this method of creating a link relatively easy. The drawback is that the two devices need to be in direct line of sight and can't be too far away from each other. The two devices will also communicate at a slightly slower speed using a cable-free IR connection.

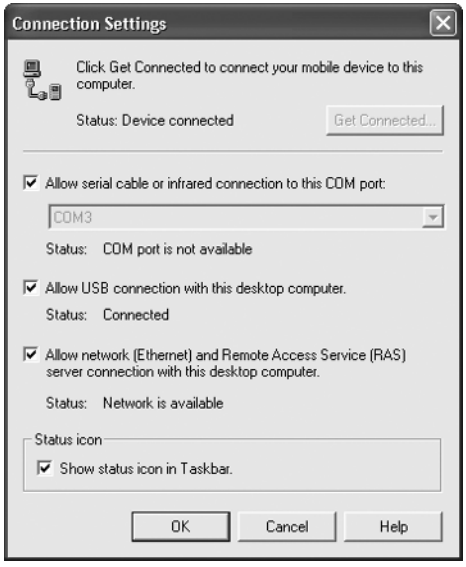


FIGURE 7-8 From this ActiveSync screen, adjust the connection settings between your Smartphone and the computer it will be synchronizing with.

NOTE *The default connection for ActiveSync is for the Smartphone and computer to be connected via the supplied USB cable and docking station.*

Synchronize with a Wireless Connection

As you know, your Smartphone is a wireless communications device. Thus, it makes perfect sense that if your desktop computer is connected to the Internet, your Smartphone should be able to communicate with it and synchronize data remotely, using a wireless Internet connection. To use this functionality, however, you'll need to load special software on your computer. For most Smartphone models, the required software was supplied with the unit (or software can be downloaded from your service provider's web site). For Verizon Wireless users, the required software is on a CD-ROM called Start Up CD Wireless Sync. You can also point your desktop computer's web browser to www.verizonwireless.spontec.com/smart to download this software. There is an additional charge to use this wireless synchronization service.

NOTE *Wireless Sync from Verizon Wireless requires that the desktop computer remain on and in a condition to receive e-mail while you are mobile.*

If you're using ActiveSync to connect to a server, you'll also need to configure your Smartphone (and the server) accordingly. How this is done will vary, based on the type of server being used. Contact your Information Technology manager or your Smartphone's service provider for details.

For more information on using Office Online (AT&T Wireless customers) and Wireless Sync (Verizon Wireless customers) to synchronize your Smartphone with your computer via the Internet, be sure to read Chapter 9.

Install New Software onto Your Smartphone Using ActiveSync

One of the greatest features of your Smartphone is its limitless expandability. By adding optional software, you can dramatically increase the functionality of the existing applications built into your Smartphone; plus, you can allow your handheld device to handle a wide range of new and different applications. For example, using optional software, you can transform your Smartphone into a powerful gaming system, similar to a Nintendo Game Boy, that will keep you entertained for countless hours at a time.

TEAM LinG

The library of optional software for your Smartphone is growing rapidly. In the next several chapters, you'll learn about some of the types of optional applications currently available or in development for your Smartphone. Once you discover all of the different types of applications available, decide what software you're interested in purchasing, and then download that software and install it on your Smartphone.

Installing new software on your Smartphone can be done in a variety of ways, depending on how you purchase and acquire the software itself. Right now, the three most popular methods for obtaining and installing Smartphone software are as follows:

- Purchase a CD-ROM from a software retailer or directly from a third-party developer. Using ActiveSync, the Smartphone software gets transferred from your desktop or laptop computer to your Smartphone.
- Download the software using a desktop or laptop computer that's connected to the Internet. There are a handful of online-based Smartphone software distributors that you can purchase software directly from, including the following:
  - Windows Mobile Applications Catalog (www.microsoft.com/windowsmobile/catalog)
  - Handango (www.handango.com)
  - PocketGear (www.pocketgear.com)
  - Smartphone.net (www.smartphone.net)
  - PDA TopSoft (www.pdatopsoft.com)
  - Cellmania (www.cellmania.com)
- Download and install software wirelessly, directly from your Smartphone, using "over-the-air" distribution.

The next section deals with Smartphone software and add-on applications you either purchase on CD-ROM or download using your PC-based computer. With either of these two methods, you'll need to utilize ActiveSync to install the software on your Smartphone.

TEAM LinG

Download and Install a New Smartphone Application

This section walks you through the process of downloading a sample Smartphone application using your PC and then using ActiveSync to transfer and install it onto your Smartphone. As you use your PC to surf around various web sites offering Smartphone applications (such as those listed in the previous section), perhaps you decide to download a copy of Smartello, a fun, Othello-like board game. Upon visiting the developer's web site (AIM Productions, www.aimproductions.be), you surf to the page featuring a free downloadable demo of the game (www.aimproductions.be/smart_downloads.asp#).

TIP

Once you know you're about to download software to your PC that will ultimately be installed on your Smartphone, activate the ActiveSync software and connect your Smartphone to the computer—via the docking station and USB cable, for example.

Scroll down the page to the Smartello description and click the Try icon to download the free demo software. After the software downloads to your PC, the auto-install process will begin. When instructed, click the Next icon to continue the installation process. The installation process automatically activates ActiveSync, sending the game program to your Smartphone.

When the program is transferred, you will be instructed to check your Smartphone to complete the installation process (as shown in Figure 7-9). Click OK on your PC, and then check the screen on your Smartphone.

When the App Install screen appears on your Smartphone (as shown in Figure 7-10), click the OK command (the left Soft Key) to continue the installation process. When the program is fully installed on your Smartphone, return to the Welcome/Start screen and press the Start button to view the list of programs currently installed on your Smartphone.

FIGURE 7-9 This message should appear once a new program has successfully been transferred from your PC to your Smartphone using ActiveSync.

TEAM LinG

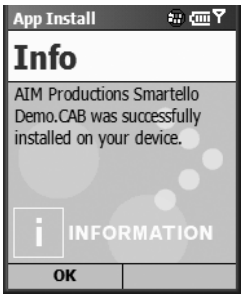


FIGURE 7-10 The App Install screen allows you to install new software just transferred to your Smartphone from your computer.

In this case, to play the free demo of Smartello, you'll need to scroll through several screens to view the Games folder on your Smartphone (see Figure 7-11). Access the Games folder, and then, using the 4-Way Directional key, highlight the Smartello Demo program and press the Action button to begin playing the game.

You have just downloaded a Smartphone application from the Internet to your PC, and then using ActiveSync, transferred that application to your Smartphone and installed it. It's now ready to play (see Figure 7-12). Because this is a free downloadable demo version of the program, each game lasts only two minutes. In this case, for $4.99, you can purchase and download the full version of Smartello directly from the developer's web site or from Handango.com.

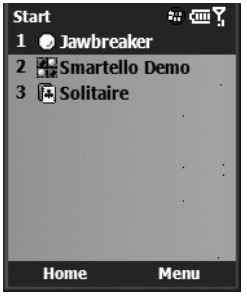


FIGURE 7-11 Access the Games folder, and then click Smartello Demo to run this game on your Smartphone.

TEAM LinG

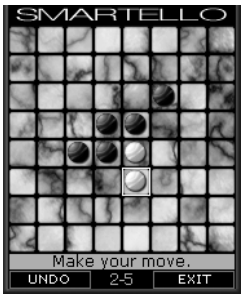


FIGURE 7-12 Once it's installed, you can play Smartello on your Smartphone—anytime and anywhere.

The process for downloading virtually any other new Smartphone application is identical to the steps you just followed to download and install Smartello using ActiveSync.

Explore What's on Your Smartphone Using ActiveSync

From the main ActiveSync window on your computer, click the Explore icon when the Smartphone is actively linked to your computer and ActiveSync is running. Next, click the Smartphone icon. This opens a window that displays the various folders within your Smartphone. If you double-click the Storage folder, followed by the Program Files folder, for example, you'll see where various programs have been stored on your Smartphone. You can use this Explore application to move files around, just as you would when moving files around on your PC. Files can be also moved between the Smartphone's internal memory and optional SD/MMC memory cards.

Delete Applications from Your Smartphone

Using ActiveSync, you can also delete programs from your Smartphone. Be sure your Smartphone is connected to your computer and that ActiveSync is running. From the main ActiveSync window, select the Tool pull-down menu, followed by the Add/Remove programs option. A list of programs you've added to your Smartphone will be displayed. Place a checkmark next to the program(s) you wish to delete from your Smartphone, and then click the Remove icon, located toward the bottom of the window.

TEAM LinG

Voices from the Community

Smartphone Gets a Merit Badge

- **Ashley Warner**
- **Job Title** Moderator
- **Company** MoDaCo.com

Ashley Warner would be considered an "early adopter" when it comes to mobile phone technology. She's been using her unit since it was first released in Europe. She currently uses the Motorola MPx200 with Orange UK as her service provider in Southampton, UK. "I first got my hands on a Smartphone because I loved the idea of having Windows on my phone," she recalls.

Warner says, "I use Outlook more than anything else in both work and my personal life. Outside of my work, I am a Scout Leader, so I always have to juggle my work life around my responsibilities as a Scout Leader. Having my Outlook information with me at all times makes scheduling my time much easier. The ease of installing new applications, playing games, and watching movies on my Smartphone also makes the unit functional and fun."

Warner likes her Smartphone because she no longer needs to carry around a cellular phone, PDA, and MP3 player. All of the functionality she wants and needs is available to her in one small unit: "My favorite Smartphone applications that I've added to the phone are Task Manager and Smart Explorer, which are available from www.binarys.com. Both of these applications enable me to use the Smartphone more efficiently."

Smart Explorer enables you to manage the files and folders on your phone. Using an original system, you can do operations such as cutting, copying, and pasting on several files or folders at a time. You can also search for a file or folder, or send a file by e-mail or via infrared. Task Manager is a more powerful to-do list manager that synchronizes with Outlook.

To delete a program directly from your Smartphone (without using ActiveSync), from the Welcome/Start screen on your Smartphone, select the Settings option. Scroll down the list of options and select the Remove Programs option. A list of programs you've added to your Smartphone will be displayed. Using the 4-Way Navigational key, highlight the program/application title you want to delete, and

TEAM LinG

then press the Action button. You will be asked to confirm your decision. Click Yes (left Soft Key) to continue. When the application has been deleted, the Remove Programs Info screen will be displayed. Click OK again to continue. Press Done (left Soft Key) or the Home key on the keypad to return to the Welcome/Start screen.

Back Up Your Smartphone Using ActiveSync

As with your important computer files, it's an excellent strategy to regularly back up your Smartphone. On most Smartphone devices, the easiest way to do this is to use the Backup option offered from the main ActiveSync (computer edition) window.

Microsoft ActiveSync allows you to create a backup file containing all files, databases, personal information manager (PIM) information, and RAM-based programs on your mobile device. The backup file is stored on your desktop computer.

You can set the ActiveSync software to back up your Smartphone automatically each time you synchronize with your computer, or you can create a backup manually at any time. You can also determine whether all or only new and updated information gets backed up. Later on, if you ultimately use the backup file to restore information to your Smartphone, all of the information currently on the Smartphone will be replaced with the information stored in the backup file.

TIP

Keep in mind, the backup file you create and store on your PC using ActiveSync is not *password-protected, even if the data on your Smartphone is protected. Handle the PC-based backup file with appropriate security measures, just as you protect all of your computer's sensitive files.*

Use ActiveSync to Perform a Manual Backup

With ActiveSync running and your Smartphone connected to your PC, select the Tools pull-down menu on the PC edition of ActiveSync, and then select the Backup/Restore option. Click the Backup option to create a backup of all data and programs stored in your Smartphone. At this point, you can choose to do a Full Backup to create a backup of everything on your Smartphone, or do an Incremental Backup and back up only information that's new or has changed since you last did a backup. Finally, click Backup Now to begin the backup process, which, depending on how much data and information is stored on your Smartphone, could take anywhere from a few seconds to several minutes to complete.

TEAM LinG

TIP

In addition to backing up your entire Smartphone device to your PC, you can also back up data, programs, and files to an optional SD/MMC memory card that gets inserted into the Smartphone. See Chapter 18 for information about how to do this. Backing up and storing data, files, and/or programs to a memory card will protect your valuable data, but because the memory card is stored in your Smartphone, if you lose your Smartphone, that card will be lost as well. This backup method only protects you against data loss. For added protection, once the backup is created, keep the memory card in a separate location from your Smartphone. Using an optional SD/MMC card for data storage is also useful if you're storing large text, database, MP3, or graphics files, for example, and don't want to use up the Smartphone's internal memory.

Restore Your Data Using ActiveSync

To restore the information (if, for example, your Smartphone requires a hard reset, which will delete everything in its memory), connect the Smartphone to the PC and activate the ActiveSync software. Select the Tools pull-down menu and choose the Backup/Restore option. This time, select the Restore option.

This will transfer to your Smartphone all of the backup files, programs, and data stored on your PC during your last backup (and in the process, overwrite everything currently on your Smartphone). All of your contacts, optional programs, appointments, and other data will be transferred from your PC to the Smartphone, fully restoring the Smartphone to exactly how it was when you created the last backup file.

TIP

If you frequently add new contacts, appointments, or other important information to your Smartphone, it's an excellent idea to back up your Smartphone daily.

Upgrade Your Smartphone's Software and Operating System

Periodically, Microsoft offers free upgrades for one or more of the Windows Mobile applications already built into your Smartphone. To learn what upgrades are available, point your computer's web browser to www.microsoft.com/windowsmobile/resources/downloads/smartphone/default.mspx.

TEAM LinG

If a major operating system upgrade is required (for example, you wish to upgrade from Microsoft Windows Mobile 2002 to Microsoft Windows Mobile 2003), you may be required to take your Smartphone to an authorized agent for your service provider to have the upgrade installed for you. Details about major operating system upgrades, if applicable, are available from the Microsoft web site or from the technical support area of your service provider's web site. The process of upgrading the Smartphone's operating system requires a process called *Flashing the ROM*. This is something that will need to be done only occasionally, when specifically recommended by your service provider.

Determine What Version of the Operating System Your Smartphone Is Running

To determine what version of the Windows Mobile Operating System your Smartphone is currently running, from the Welcome/Start screen, select Start to display the list of programs, and then select the Settings option. Using the 4-Way Navigational Key, select the About option and press the Action button. The About screen (shown in Figure 7-13) displays the version and build of your Smartphone's operating system, as well as other related information.

TIP

Before loading a software upgrade on your Smartphone, contact your service provider to ensure that the upgrade is supported by your particular Smartphone model as well as the service provider you subscribe to for your voice and data service.

FIGURE 7-13 The About screen shows what version of Microsoft Windows Mobile your Smartphone is running.

Discover the Types of Software Available for Your Smartphone

Now that you know how to install new applications onto your Smartphone, the next several chapters focus on specific software packages currently available in a wide range of categories.

You'll soon discover the difference between commercial software, shareware, and freeware; learn where to find the best Smartphone software; plus educate yourself about specific applications that will greatly enhance what your Smartphone is capable of. For example, in Chapter 9, you'll learn how to make your Smartphone accept a wide range of voice commands using Microsoft Voice Command for Windows Mobile 2003.

To get the most out of your Smartphone, learn as much as possible about the applications already built into your phone, and then discover what optional software is available. Only then will you be able to fully customize your Smartphone by focusing on your personal and professional needs.

TEAM LinG

Chapter 8

Further Enhance Your Smartphone's Functionality

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

How To…

- Transform your Smartphone into a wireless modem for your laptop or desktop computer
- Obtain and install the drivers you need to use your MPx200 Smartphone as a wireless modem
- Use your voice, not your fingers, to communicate and interact with your Smartphone
- Protect your phone against uninvited users

You already know that your Smartphone can be used to tap into the wireless Web to surf the Internet as well as to send and receive e-mail or SMS text messages. Using a combination of your Smartphone's wireless web capabilities and the same USB cable you already use with ActiveSync, you can transform your Smartphone into a wireless modem for your laptop computer. Doing this allows you to use your computer to access the wireless Web from virtually anywhere using its full-size keyboard, mouse, and larger screen.

This chapter explains how to transform your Smartphone into a wireless modem. It also includes information about specialized software, called Microsoft Voice Command, which allows you to communicate and interact with your Smartphone using your voice, as opposed to having to push buttons on the phone's keypad.

Transform Your Smartphone into a Wireless Modem

Most laptop computers these days are equipped with a built-in 56K modem as well as technology that allows you to connect to the Internet through a high-speed Internet connection. There may be times, however, when you can't connect your laptop computer's 56K dial-up modem to a traditional phone line or there's no easy way to connect to a high-speed Internet connection, yet you still want to access the Internet in order to check your e-mail.

Using your Smartphone as a wireless modem, you can use your laptop computer (or even a desktop computer or PDA) to connect to the wireless Web. While you won't have a high-speed Internet connection (you'll have the same connection speed your Smartphone typically uses to connect to the wireless Web), the advantage is

TEAM LinG

that you can get online from virtually anywhere. With your laptop computer, you can surf the Web and take advantage of your laptop computer's larger screen, mouse, and full-size keyboard.

NOTE

If your specific data plan with your service provider requires you to pay based on the amount of data you send and receive from your Smartphone, using your Smartphone as a wireless modem with your laptop computer will get expensive. The non–"mobile optimized" web sites you access with your laptop computer are not scaled-down sites, so they require much larger amounts of data to be transferred. If you're paying a flat fee for your data service, make sure your service provider allows you to use your Smartphone as a wireless modem with other devices.

What You'll Need to Get Online

When you use your Smartphone as a wireless modem, it will function very much like a traditional 56K dial-up modem; however, your connection will be wireless. In order to use your Smartphone as a wireless modem in conjunction with your laptop computer (or another device), you'll need the following:

- A Widows Mobile Smartphone, preferably with an unlimited data plan from your service provider
- A (laptop) computer with a USB port
- The driver for your computer used to identify your Smartphone as a wireless modem (see the next section of this chapter for details)
- The USB cable that came with your Smartphone, which is typically used with ActiveSync
- Access to an Internet service provider (ISP), a corporate network, or an online service

NOTE

Using your Smartphone as a wireless modem requires a good understanding of computers, modems, and Microsoft Windows. For more detailed information about this Smartphone application, read the MPx200 Modem How-To Guide *available from the Motorola web site at www.motorola.com/phones/mpx200.*

TEAM LinG

Obtain and Install the MPx200 Software You Need to Use Your Smartphone as a Wireless Modem

If you're using the Motorola MPx200 Smartphone, the special driver you'll need to make your computer identify your Smartphone as a wireless modem can be downloaded, free of charge, from the Motorola web site. Point your computer's web browser to www.motorola.com/phones/mpx200. The file you'll need to download from this web site is called Smartfon.zip. Make sure you remember in which subdirectory you save this file when you download it.

TIP

Make sure the driver you download matches not just the Smartphone model you're using, but the version of the Windows Mobile operating system your Smartphone is running.

Follow these steps to install the driver onto your computer:

1. Make sure that your Smartphone is *not* connected to another computer or device.
2. From the MPx200's Home screen, select Programs/Start, and then scroll down the list of programs to Accessories. You'll need to choose More at least twice to find this menu selection. Highlight Accessories and press the Action button.
3. From the Modem Link screen, you'll see several options, starting with Connection. Under Connection, select USB.
4. Press Menu (right Soft Key) and then select Activate. *Don't* press Done (which is the left Soft Key option). This deactivates the connection you're trying to establish.
5. Connect your MPx200 phone to the computer via the USB cable. ActiveSync should not become active at this time. If it does, close the program and continue. To close the program, simply click the Close (X) box icon in the upper-right corner of the ActiveSync window on your computer.
6. Upon connecting the MPx200 to your computer, the computer prompts you for the MPx200 Wireless USB Modem driver with a New Hardware Wizard.
7. Click Next on the opening screen of the install wizard when you see the message, "Welcome to the Found New Hardware Wizard."
8. Click "Search for a suitable driver for my device (recommended)."

TEAM LinG

9. Browse to the folder to which you downloaded the driver file from the Motorola web site (www.motorola.com/phones/mpx200).
10. Click Next to allow your computer to load the driver file, and then click Finish.
11. After installing the modem, disconnect your Smartphone from the computer. Reactivate the USB modem by following Steps 2, 3, and 4, and then reconnect the Smartphone to your computer.
12. Your computer should now identify your Smartphone as a modem so "Smartphone 2002 Wireless USB Modem" should be properly listed in the Device Manager window.

Once the appropriate driver is loaded and your computer recognizes your Smartphone as a wireless USB modem, you're ready to connect to the Internet using the same steps as you would when making a traditional connection. You'll initially need to create a new dial-up connection for the modem in order to connect to your ISP or corporate network. This is done from the Windows Control Panel on your computer. Select Network and Dial-Up Connection, and then click the Make New Connection option. Follow the steps outlined by the Internet Connection Wizard and be sure to select the Smartphone 2002 Wireless USB Modem as your modem selection.

Obtain and Install the Samsung i600 Software You Need to Use Your Smartphone as a Wireless Modem

Follow these steps to install the appropriate drivers for use with your Samsung i600 Smartphone:

1. Place the i600 Companion CD (supplied with your Smartphone) into your computer's CD drive. The appropriate driver is located on this CD-ROM.
2. On the i600, select Settings followed by Phone Settings. Choose Other, and then select External Data Call.
3. Connect your i600 via USB to your computer.
4. Windows automatically detects the i600 as a USB modem and prompts you for the driver. Select the CD drive as the location for this driver. Follow the prompts and proceed with the installation.

TEAM LinG

5. Your computer will now have the necessary driver to use the i600 as a wireless modem. Next, you'll need to set up a modem connection. From your computer, go to Dial-up Connections, and then choose to Make New Connection. Select Dial-up to the Internet and select SAMSUNG CDMA Modem from the drop-down list for modem selection.
6. In the ISP dialog box as you're setting up the dial-up connection, clear the Area Code field and enter #777 for Telephone Number. Deselect the "Use Area code and dialing rules" option. As a Verizon Wireless customer, enter your mobile number followed by @vzw3g.com as your username. Enter your password as **vzw.**

TIP

If your computer is equipped with an IR port, you can establish an infrared connection between your computer and Smartphone, eliminating the need for the USB cable. This works with the MPx200 and i600. Select IrCOMM instead of USB from the Modem Link screen as you configure your Smartphone.

Use Your Voice to Communicate with Your Smartphone

Voice Command transforms your Smartphone into your own virtual personal assistant, letting you use your voice to look up contacts and place phone calls, get calendar information, play and control your music, and start programs. Voice Command makes it easier and more convenient than ever to take your digital lifestyle with you wherever you go. This software will dramatically alter how you communicate with your Smartphone and access information, especially when you're on the go and can't focus on the Smartphone's screen and keypad.

NOTE

Microsoft Voice Command is speech recognition software that will totally change how you interact with your Smartphone. The software is available for $39.95 and can be purchased and downloaded from the Microsoft web site. For additional information and for a free trial, point your computer's web browser to www.microsoft.com/windowsmobile/products/voicecommand/default.mspx. At the time of this writing, the Smartphone edition of this software is still in development. Some of the features described may be different once the software is released in late Fall, 2004. This software will operate on Smartphones running Windows Mobile 2003 only.

TEAM LinG

The state-of-the-art speech technology means you will never have to pre-record important phone numbers or use difficult commands to access the information you need. Simply select one of the many commands that is most natural to you and Voice Command does the rest. Stumped? While using the software, simply ask "What can I say?" for help finding an appropriate command. There are no commands to memorize. Just press the voice command icon when you're ready to speak to your Smartphone, and then say what you want it to do, such as dial a phone number or list your appointments.

Voice Command requires no voice training. You simply speak to your phone using a normal, conversational style. Whether you are phoning a friend from the car, checking appointments while running errands, or listening to music on the treadmill, Voice Command offers you the convenience and efficiency of hands-free, voice-controlled interaction with your Smartphone's most commonly used applications.

TIP

Use Voice Command when you're driving and can't look at the Smartphone's screen to make calls or access information. This makes using your Smartphone much safer. Be sure, however, to become familiar with Voice Command before driving your car so you're not distracted by trying to figure out how to use it when you should be paying attention to the road.

Some of the things you can do with Voice Command include the following:

- View contacts with a single voice command.
- Place phone calls by name. Say "Call [Insert Name]," for example.
- Place phone calls by number. Say "Dial [Insert Phone Number]." (You'll need to speak each digit separately, starting with the area code.)
- Use incoming voice notification. A voice will tell you who is calling, based on caller ID information.
- Call back or redial the last caller.
- Check your calendar, view your appointments, or have the subject, time, and location of upcoming appointments read to you.
- Hear audible reminders of upcoming appointments. Instead of just hearing an alarm, a computer-generated voice will read the details of your appointment aloud, so you do not have to look at your screen to find out what is coming up.

TEAM LinG

- Control Media Player with your voice to select the music you want from your collection by album, artist, or genre. If you are listening to new or unfamiliar music, you can ask "What song is this?" and the name of the song and artist will be read to you.
- Launch any Smartphone applications using your voice. Start any program listed within your Start menu or programs folder.

Combining the latest cellular phone technology, PDA functionality, and voice recognition technology transforms the Smartphone into a device that offers not just one-handed operation, but hands-free operation as well. For more Smartphone users, Microsoft Voice Command is a powerful application that's well worth investing in because it offers added convenience and functionality.

Voices from the Community

Put Your Voice in Command

Kelly Kimura
Job Title: Senior Product Manager, Mobile and Embedded Devices
Company: Microsoft Corporation

Kelly Kimura is an executive at Microsoft Corporation who is partly responsible for developing and introducing the Microsoft Voice Command software for the Smartphone. "One of the coolest features of Voice Command is that it doesn't require any voice training, meaning that anyone can use the software to make phone calls, get calendar information, play digital music and much more. The software understands the users commands from the moment it's loaded into the Smartphone," said Kimura.

This software has been designed for anyone who desires a simpler way to get the information they need from their Smartphone. "The software is simple enough for novice Smartphone users to master while providing relevant features that benefit even the most seasoned Smartphone enthusiasts," she added.

"Voice Command eliminates the hassle of scrolling through multiple menus or long lists by putting control of the Smartphone on the tip of the user's tongue. This makes it easy to use the phone, even if your eyes and hands are occupied with other tasks, whether you're driving, working out, running between meetings or have your arms full of packages," explained Kimura.

TEAM LinG

Protect Your Smartphone from Uninvited Users

Your Smartphone will most likely be used to store some important and often confidential information. To ensure that the data on your Smartphone isn't accessed by strangers if your phone gets lost or stolen, it's an excellent idea to utilize the unit's built-in security features.

Enable the Phone's Lock

To quickly lock your phone's keypad or the entire device, press and hold down the Power button for a few seconds, and then release the button so that the Quick List menu appears.

To lock the phone's keypad, highlight the Key Lock option (option 3) and press the Action button, or simply press the number 3. This locks the phone's keypad to ensure you don't accidentally dial the phone while it's stored in your pocket. To unlock the keypad, press the left Soft Key (Unlock) followed by the pound (#) key.

To lock the entire phone and password protect it, select the Device Lock option from the Quick List menu. You can lock the phone immediately or set the phone so that it auto-locks if left unused for a predefined period of time, such as 1 minute, 5 minutes, or 10 minutes. Select and enter a password, which can be any combination of numbers and letters. You'll need to enter the password a second time to confirm it.

Once the device is locked, all of the functions will be inaccessible by anyone until the phone is properly unlocked and the correct password is entered. To unlock the phone, select the Unlock command (left Soft Key), and then enter your password. Then press the Unlock command again (left Soft Key).

TIP

If you'll be storing important data, such as credit card information and passwords, in your Smartphone, seriously consider using the eWallet program from Iliumsoft (www.iliumsoft.com). This software encrypts your confidential data, and then password-protects it for ultra-safe keeping, even if your Smartphone falls into the wrong hands.

You can also access your phone's security settings from the Start/Programs menu. From the Home screen, press Start/Programs, and then scroll down to Settings. Press More, and then from the Settings submenu, choose Security. From this screen, you can set or reset your Smartphone's password; you can also set up a separate password for the optional SD memory card installed in your Smartphone.

TEAM LinG

TIP

Using an optional program called Resco Explorer ($14.95, www.resco-net.com/homepage.asp), you can encrypt and password protect data folders and other information stored in your Smartphone. You can encrypt your files with algorithms such as RC2-128, DES-56, 3DES TWO KEY-112, or 3DES-168. Additionally, you can also install a Windows 95/98/NT/2000 shell extension to use the encryption/decryption process on desktop PCs in order to keep your Smartphone data protected.

Get the Most Out of Your Smartphone

The fact that your Smartphone is capable of working as a wireless modem for your computer or accepting voice commands doesn't mean you must use these functions if you don't have a true need for them, or if they won't help make your life easier and more productive.

First and foremost, strive to customize your Smartphone to make it the most valuable tool possible so it fits easily into your professional and personal lifestyle. At least at first, focus on using only those applications you believe can help you work better, be more productive, or stay more organized. If you'll be using your Smartphone a lot while driving, connecting an optional headset and using the Microsoft Voice Command software may be extremely beneficial to you because this will maximize hands-free operation of your phone.

Trying to do too much with your Smartphone, especially as you're first learning how to use it, may keep you from realizing its true potential. As you read this book, choose the applications that you will benefit from the most and that you have a need for.

The remaining chapters of this book will help you choose the best add-on software applications and accessories for your Smartphone in order to customize it to meet your needs.

TEAM LinG

Chapter 9

Gain Remote Access to Your Desktop Computer

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

How To…

- Synchronize your Smartphone with your computer remotely
- Use the Office Online service from AT&T Wireless
- Use Wireless Sync from Verizon Wireless

Throughout this book, you've read about how your Smartphone and computer can easily exchange files and synchronize data using the ActiveSync software when your phone is directly connected to your computer, using a docking station and USB cable. Well, if you're away from your home or office, there's another way to quickly and easily synchronize your important Smartphone data with information on your desktop or laptop computer, providing that computer is connected to the Internet.

For AT&T Wireless customers, the Office Online service allows you to use your Smartphone's wireless Internet access to connect directly to your computer in order to synchronize and exchange data, such as: Office e-mail, Internet e-mail, Calendar files, Contacts files, and other important information.

If you're a Verizon Wireless customer, the Wireless Sync service works very much like ActiveSync, however, it utilizes the wireless Internet to keep your Smartphone synchronized with information on a desktop or laptop computer (that has an Internet connection).

Both Office Online and Wireless Sync require additional software on both your computer and Smartphone (available from your service provider's web site). There's an additional monthly fee to utilize these services, both of which are described in this chapter.

Who Needs to Synchronize Remotely?

It's important to keep your Smartphone backed up and synchronized with data on your computer. However, if you're always on the go and can't reliably connect your Smartphone to your computer using ActiveSync, then the wireless synchronization options described in this chapter may be useful to you.

This functionality is particularly useful if you keep track of your schedule and appointments using Outlook on your desktop computer. While you're out of the office, for example, if your secretary adds or changes your itinerary, your updated

TEAM LinG

schedule will automatically be sent to your Smartphone when you initiate a remote synchronization. Likewise, if you add a new contact to your Smartphone while you're away from your office, that new information will automatically be incorporated into your Outlook Contacts database on your computer at your home or office while you're still on the go.

At the time of this writing, Office Online was compatible with the Motorola MPx-200 and AT&T Wireless, whereas the Wireless Sync feature from Verizon Wireless was compatible with the Samsung i600. As new Smartphone models are released, they will, no doubt, be compatible with the remote synchronization services offered by your service provider.

If you're regularly able to synchronize your Smartphone with your computer using ActiveSync and a standard USB or IR connection, you probably have little or no need for remote synchronization.

The Importance of Staying Synchronized

Depending on how you use your Smartphone, it may or may not be important for you to stay synchronized with your computer. At the very least, ActiveSync allows you to maintain a backup of all data stored on your Smartphone, including your contacts, appointments, and to-do items. If, however, you use your Smartphone in conjunction with Microsoft Outlook, the synchronization process allows you to ensure that any additions or deletions made to data files on your Smartphone or computer are reflected on the other device.

While the synchronization process ensures that both your Smartphone and computer have the same version of important information, such as your contacts, schedule, and to-do items, backing up your phone's data ensures that if your Smartphone crashes and needs to do a hard reset (which erases all information and programs you've installed on your phone), you'll be able to restore your Smartphone's data quickly and easily using ActiveSync.

As an alternative to ActiveSync, however, you can synchronize your Smartphone with your computer wirelessly. Doing this allows you to link up your computer and your Smartphone from virtually anywhere. Using either Office Online (for AT&T Wireless customers), Wireless Sync (Verizon Wireless customers), or a similar service, it's relatively easy to keep your Smartphone and computer fully synchronized without connecting the two devices via a USB cable. Now, while you're on a business trip, you can gain access to information on your computer using your Smartphone's wireless Internet capabilities.

TEAM LinG

NOTE

In addition to Office Online and Wireless Sync, several other services are available that allow wireless devices, such as a Smartphone, to connect to a PC remotely. At the time of this writing, Smartphone-compatible software for GoToMyPC (www.gotomypc.com) and LapLink Everywhere (www.laplink.com) are in development. These services give you complete access to files and programs on your desktop computer from a remote device, such as your laptop, wireless PDA, or Smartphone that has an Internet connection and browser software.

Back Up Data Using ALL-Backup

While not a wireless data synchronization option, ALL-Backup is an optional software package that ensures that you don't lose important data, especially when you're on the go and your Smartphone crashes. Not only does ALL-backup recover lost files, it also configures your Smartphone again, restoring everything back to where it was before the crash (at the time the last backup was done). This software restores your GPRS settings, owner information, and even your home screen layout. After a restore, you can use almost all installed applications again instantly. If you don't have an unlimited data plan with your service provider or you're not technologically savvy, using a specialized software application such as ALL-Backup to regularly back up your Smartphone is a less expensive, convenient, and easy option.

TIP

Once you make a backup of your Smartphone's data, store the SD memory card containing the backup data separately from your Smartphone—in your wallet, for example. Thus, if your phone gets lost or stolen, you can pop the SD memory card into a new phone and have all of your data available quickly, even if you're traveling on business and you're away from your home or office. For information about optional SD memory cards, see Chapter 19.

Ideally, you'll want to use this program regularly, in conjunction with an optional SD memory card (sold separately). This ensures that anytime you need to restore your phone's data to recover from a crash, you can do so instantly. Having all of your Smartphone's data stored on an SD memory card also allows you to load all of your information onto another (identical) Smartphone device, if your original Smartphone gets lost or stolen.

TEAM LinG

NOTE

ALL-Backup is an optional application, developed by ALL-Locations ($19.95, www.all-locations.com). A Smartphone can crash in such a way that you need to hard reset it. When this happens, the Smartphone goes back to "factory settings," which means that you lose all of the programs and data you've installed on your device. To prevent the loss of data in this situation, ALL-backup creates a backup copy of all files on your Smartphone and restores this copy at a later time for fast data recovery. This is an ideal backup solution when synchronization with a computer isn't possible.

Office Online Keeps Information at Your Fingertips

Office Online is a service offered by AT&T Wireless. Using specialized software, your computer (that has an ongoing Internet connection) can be accessed anytime, from anywhere, using your Smartphone. This is a secure process that allows you to remotely access specific types of data from your phone, such as contacts, e-mail, and appointments. With the Office Online Premier service, you can also view e-mail attachments from your Smartphone and remotely access other types of files stored on your computer, such as Microsoft Outlook data and Lotus Notes files. You'll also have access to corporate or POP3 e-mail accounts.

NOTE

Office Online is an optional service available from AT&T Wireless. For additional information, point your computer's web browser to www.attwireless.com/officeonline or call (877) 400-1080. To use this service, you'll need to download and install software on both your computer and Smartphone.

To access Office Online, you must activate an account and pay a monthly fee of $4.99 for the Office Online Pro service, or $9.99 per month for the Office Online Premier service. This is in addition to your normal cellular and wireless data service plans. Special software for your computer and Smartphone, called Office Online Assistant, will be provided via a one-time download and installation procedure. Office Online Assistant is a Windows-based program, compatible with Windows 95, 98, ME, 2000, XP, and NT 4.0.

Once the Office Online software is installed, you gain remote access to your computer using your Smartphone's capability to access the wireless Web. To get connected, you'll be prompted to enter your Smartphone's phone number and

TEAM LinG

a special PIN (personal identification number) that you select when you initially establish the service. Once you're connected to the Office Online service, any changes you make remotely to your computer files, such as your Outlook Contacts database, will immediately be reflected on both your Smartphone and computer.

From your Smartphone, connect your computer, access mMode, and then select the Message Center option. Next, select the Office Online option. Enter your phone number and PIN, and then select Mail, to view your computer's Inbox. This service is not compatible with certain types of e-mail accounts, such as America Online (AOL).

Office Online is a useful service for business people on the go who need to keep information on their computer synchronized with data stored on their Smartphone, but who can't regularly synchronize their computer and Smartphone using ActiveSync.

NOTE

Office Online is in no way related to Microsoft Office or any Microsoft Office software applications, such as Word, Excel, PowerPoint, or Outlook. This service does, however, make synchronizing data between Microsoft Outlook on your computer and Smartphone easier, if you choose to do this using a wireless synchronization process as opposed to using ActiveSync.

If you're an Outlook user, for example, your secretary can schedule appointments for you while you're away from the office. Your updated schedule will be reflected on your Smartphone (and on your computer) using this service.

Away from the Office? Wireless Sync Can Keep You in Touch

Wireless Sync enables over-the-air synchronization between your Smartphone and your computer. No Smartphone cradle or USB cable is required. Using this solution, you can wirelessly sync your mobile device to Outlook and Lotus Notes desktop applications, tasks, calendar, and contacts, and receive and send e-mail. Wireless Sync is easy to install so you can get started immediately.

NOTE

Wireless Sync is an optional service available from Verizon Wireless. For additional information, point your computer's web browser to www.verizonwireless.com/b2c/businessSolutions/mobileProfessional/e-mailOrganizer.jsp or call (866) 899-2862. To use this service, you'll need to download and install software on both your computer and Smartphone.

TEAM LinG

This secure solution requires that the desktop computer remain on and connected to the Internet while you are away from it. Wireless Sync provides full ActiveSync compatibility and functionality. Thus, any information, such as Contacts and Calendar information, or other information that can be synced through ActiveSync, will also work using Wireless Sync.

If you're already familiar with ActiveSync, this service works in a very similar fashion, except that instead of your Smartphone and computer having to be linked via a USB cable or IR connection, the connection is made wirelessly, using the Internet. While your desktop computer is running at your home or office, you can sync using Wireless Sync and receive any new e-mails that arrived to your computer (your home or corporate e-mail account) while you were away, and send any new e-mails composed on your mobile device.

The price of this optional service varies, based on your existing data service plan. The Wireless Sync service is included in Verizon Wireless's Wireless Sync Express Network PDA price plans. However, the Wireless Sync service is also available as a stand-alone feature on other qualifying Verizon Wireless plans for an additional charge.

Wireless Sync is a useful service for business people on the go who need to keep information on their computer synchronized with data stored on their Smartphone, but who can't regularly synchronize their computer and Smartphone using ActiveSync and a direct connection between the two devices.

TIP

To download the necessary Wireless Sync software, from your desktop computer, point your web browser to www.verizonwireless.spontec.com/smart/.

System Requirements for Wireless Sync

To utilize Wireless Sync with your Smartphone, you'll need the following equipment and software:

- A Verizon Wireless–compatible Smartphone device, such as the Samsung i600.
- Microsoft ActiveSync 3.6 or higher loaded on your PC. (You must be able to sync the PC and Smartphone with the supplied cradle and USB cable using ActiveSync.)
- A desktop PC or laptop connected to the Internet.

TEAM LinG

- A Verizon Wireless Express Network PDA plan for Wireless Sync, or the Wireless Sync stand-alone feature added to your data plan.
- The Wireless Sync software installed using the software installation directions provided at www.verizonwireless.spontec.com/smart/docs/InstallationGuide.html.

Your Smartphone Is More Than a Powerful Appointment Book

Your Smartphone has an abundance of built-in software that allows the unit to work as a powerful cellular telephone and wireless Internet device, plus handle virtually all of the applications you'd expect from a top-of-the-line personal digital assistant (PDA).

In addition, your Smartphone is capable of handling a wide range of other applications, especially when you customize your unit using optional third-party software. In the next few chapters, you'll discover how to better manage your contacts and schedule using your Smartphone, and how to access and view Microsoft Word, Excel, PowerPoint, and other documents and files. You'll also read about a wide range of optional programs you can add to your Smartphone to make it even smarter and more useful in your daily personal and professional life.

TEAM LinG

Chapter 10

Stay in Touch with Contact Management and Scheduling Software

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

How To…

- Harness the power of Microsoft Outlook 2003, even while on the go
- Keep yourself on time and organized using your Smartphone
- Synchronize your Smartphone with Microsoft Outlook on your computer
- Maintain your Contacts and Calendar databases on your Smartphone
- Use the optional Power Calendar and Power Tasks software on your Smartphone

In Chapter 1, you learned about the Contacts and Calendar applications built into your Windows Mobile Smartphone. While these are powerful applications used alone, when used in conjunction with ActiveSync, data from your Smartphone can easily be synchronized with information on your computer. In fact, if you already use Microsoft Outlook on your computer to manage your contacts, schedule, to-do lists, and e-mail, for example, all of that data can also be accessed from your Smartphone is a variety of ways.

TIP

In addition to using ActiveSync to synchronize and transfer Outlook data and files between your computer and Smartphone, you can also subscribe to and utilize the Office Online service. See Chapter 9 for details about this optional service.

As a standalone device, your Smartphone is a perfect tool to handle your voice and data communications needs while on the go. When you utilize the Smartphone's other built-in software, your Smartphone becomes a fully featured communications device as well as a personal productivity tool with all of the functionality of a powerful personal digital assistant (PDA).

By adding optional software, you can further customize and expand the power and capabilities of your Smartphone, especially when it comes to managing your schedule, keeping track of your contacts, and sorting through your important to-do lists.

This chapter is all about utilizing the built-in Contacts and Calendar programs already in your Smartphone, but focuses on how these programs can be used in conjunction with Microsoft Outlook on your desktop or laptop computer (or office network). You'll discover how your Smartphone and computer can share a wealth of information, files, and data using ActiveSync.

From this chapter, you'll also learn about a handful of optional, third-party software applications that can be used to make the contact management, to-do list, and scheduling capabilities of your Smartphone even better.

TEAM LinG

If you already successfully use Microsoft Outlook at home or at work to manage your schedule, contacts, to-do lists, and e-mail, you'll quickly discover the benefits of having your most important Outlook-related data and information available to you whenever and wherever you need it because it will be readily accessible from your Smartphone.

Harness the Power of Microsoft Outlook 2003

Outlook 2003 is the personal information management and communications client of the Microsoft Office suite of business applications (which also includes popular applications such as Word, Excel, and PowerPoint). Outlook 2003 provides people with the functionality they need to work more productively as individuals and collaborate more effectively in project groups or teams.

NOTE

Microsoft Outlook 2003 (or later) is a personal information manager (PIM) program that comes bundled with all versions of Microsoft Office. The full version of this program is also sold separately (MSRP $109.00); however, a free, scaled-down version of Outlook, called Outlook Express, can be downloaded in conjunction with the Microsoft Explorer web browser (www.microsoft.com/windows/oe/). A version of Microsoft Outlook also comes bundled with some Smartphones. For more information about Outlook 2003, point your computer's web browser to www.microsoft.com/office/outlook/prodinfo/overview.mspx. A free, 30-day demo version of Outlook 2003 can be downloaded from this web site.

Outlook 2003 is personal information management (PIM) software that combines multiple modules into one program that's designed to manage all of your appointments/schedule, contacts, incoming and outgoing e-mail, and other important information in an integrated manner.

The various modules that make up Outlook 2003 have a consistent user interface that presents the most relevant information in a compact space on your computer's screen. Outlook 2003's modules include the following:

- **Mail/Inbox** Manage all of your incoming and outgoing e-mail, SMS text messages, and other electronic correspondence using this powerful e-mail manager that allows you to sort and organize all of your e-mail, while automatically identifying SPAM (see Figure 10-1). The e-mail you send and receive using this module of Outlook can be synchronized with your Smartphone's Inbox application.

TEAM LinG

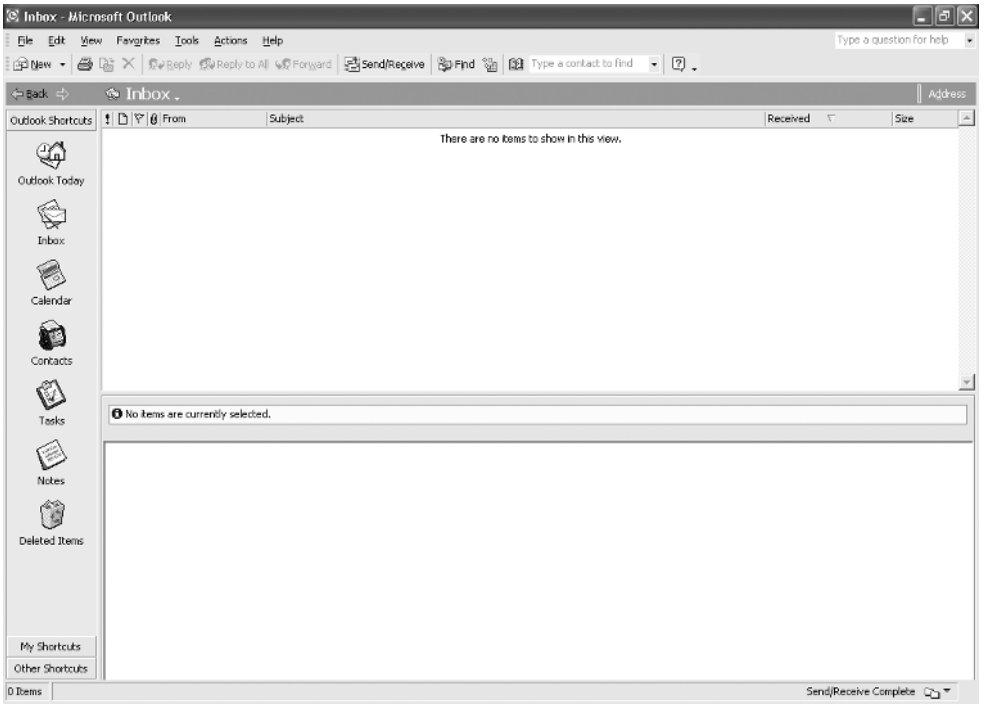


FIGURE 10-1 Microsoft Outlook 2003's Mail/Inbox module

- **Calendar** Manage all aspects of your schedule using this powerful time management program, which can be fully customized to meet anyone's lifestyle and needs. View your schedule in a variety of different formats (as shown in Figure 10-2). It's also possible to combine and compare your schedule with coworkers, which makes efficient teamwork even easier. The information and scheduling data from Outlook can be synchronized with the built-in Calendar application on your Smartphone.
- **Contacts** Manage all of your contacts in one place. Names, multiple phone numbers, multiple addresses, multiple e-mail addresses, and a wide range of important information about the people you need to stay in contact with can be organized and stored (see Figure 10-3). Your Outlook Contacts database can be instantly searched using virtually any criteria. All of the information about your contacts can also be synchronized with the Contacts application built into your Smartphone.

TEAM LinG

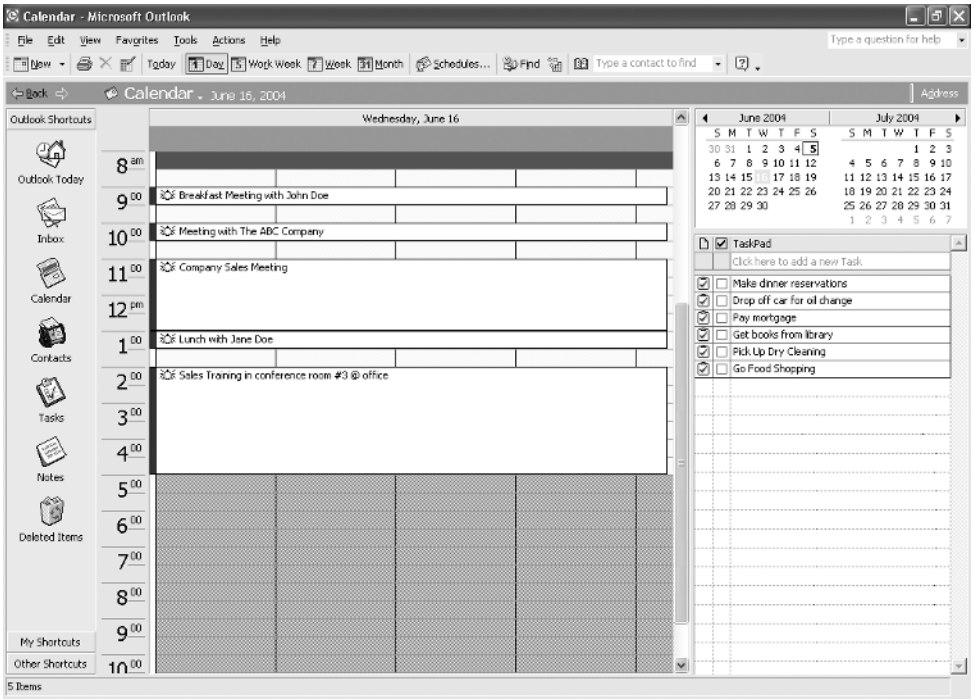


FIGURE 10-2 The Calendar module of Outlook can display your schedule in a wide range of different and customized formats, allowing you to see a day, multiple days, a week, or a month at a time.

- **Tasks** This is an electronic to-do list application that allows you to organize and prioritize everything you need to get done and then integrate this information directly into your schedule (as shown in Figure 10-4). The Tasks module can be synchronized with the Tasks application built into your Smartphone.
- **Notes** Instead of keeping random notes and reminders to yourself on scraps of paper or sticky notes, this module allows you to jot down any type of information and store it in one central location. You can then sort your notes, share them with others, and integrate information from your notes into other Outlook modules. Using an optional Smartphone application called SmartphoneNotes (described later in this chapter), all of your Outlook Notes can also be transferred to and accessed from your Smartphone.
- **Journal** This is an electronic journal or diary that can be used for a wide range of personal and professional purposes.

TEAM LinG

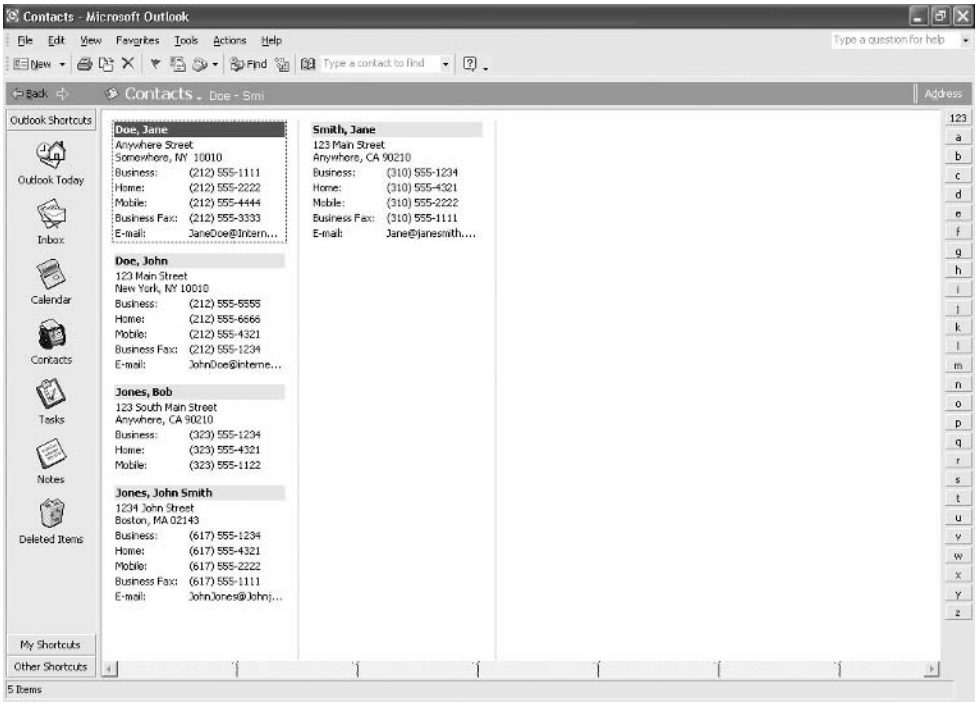


FIGURE 10-3 The Contacts module of Outlook enables you to maintain a database containing detailed information about all of your personal and professional contacts.

Outlook 2003 is designed to be customized to meet each user's needs. Thus, modules that aren't important to you personally don't need to be used, whereas the modules you can effectively incorporate into your personal and/or professional life are designed to offer the flexibility you need.

While Outlook 2003 is designed for use on a desktop or laptop computer (or network), all of the data and information you manage using this software can be transferred to and synchronized with your Smartphone's built-in applications. Thus, you can have all of your important data, such as your schedule, contacts database, notes, and e-mails with you anytime and anywhere. All of this information will remain perfectly synchronized between Outlook on your computer and the built-in

TEAM LinG

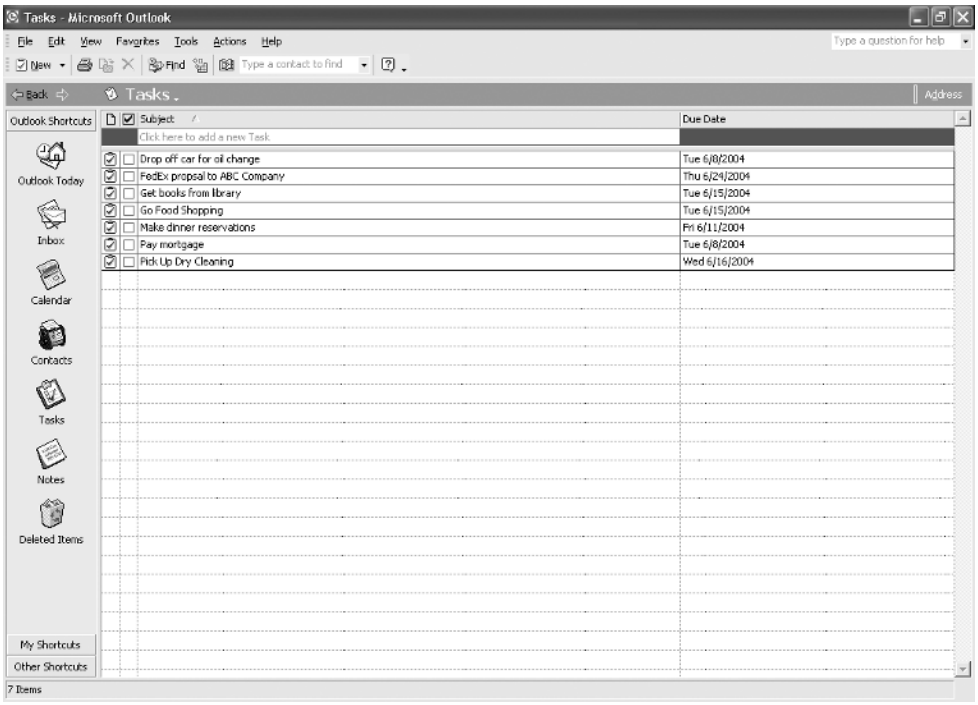


FIGURE 10-4 The Tasks module of Outlook is a powerful to-do list manager. All of your Tasks information can ultimately be synchronized with the Tasks application in your Smartphone.

applications in your Smartphone. As you'll soon discover, ActiveSync makes this an easy process.

Use Your Smartphone to Stay Organized

With the power of a Windows Mobile Smartphone in your hand, how you harness your phone's true capabilities is entirely up to you. While using every single function and feature built into the phone is probably unrealistic, your Smartphone can be a powerful time management, scheduling, and organizational tool, in addition to a tool that helps you stay in contact with people through voice and data communication.

Built into your Smartphone are a handful of applications designed to help you organize your time and make you more productive. You'll initially need to make an effort to incorporate these applications into your daily life. Investing an extra

TEAM LinG

Did you know?

Be Patient! Your Smartphone May Require a Learning Curve!

Incorporating the time management, organizational, and personal productivity tools offered by your Smartphone into your daily life will most likely require a short learning curve and an adjustment period. Once you learn how to use the software, stay committed to using the various applications and be disciplined enough to keep using them until it becomes second nature. At first, you may have to invest 30 minutes or more per day to enter all of your appointments and to-do lists. However, as you become more experienced with the software, your time investment will be minimal, and you'll most likely find yourself saving up to several hours per day because you'll be able to easily identify your biggest time wasters and avoid them, while staying on track with what you need to get done. The applications built into your Smartphone help you prioritize your time and the importance of each task that needs to be accomplished, for example. Utilizing these applications will also keep the information you need and want accessible to you whenever it's required.

few minutes per day to input your appointments and to-do lists into your Smartphone, for example, can ultimately save you hours each and every day because your Smartphone can then help you stay on schedule and use your time more efficiently.

As you're learning how to use your Smartphone's applications to better organize your life, focus on incorporating one application at a time into your daily routine. For example, you might start off using just the Contacts application (possibly in conjunction with Outlook) and then once you're comfortable using it, you might begin using the Calendar application, followed by the Tasks application.

The Secrets of Effective Time Management

Are you always running late for appointments? Do the items on your daily to-do list never seem to get done fast enough? If there is never enough time in your day to meet your personal and professional obligations, you could be lacking important time management skills.

Learning time management skills won't add more hours to the day, but it will allow you to use all of your time more productively, reduce the stress in your life, better focus on what's important, and ultimately get more done faster.

TEAM LinG

Time management is easy to learn and requires just one basic tool—in this case, your Smartphone; however, you could also use a daily planner, personal digital assistant (PDA), or specialized scheduling software for your computer. Your Smartphone's Calendar software, for example, is designed to be an electronic version of a paper-based daily planner or scheduler, like the ones available from companies such as Franklin Covey (800-360-8118 / www.FranklinCovey.com) or Day Timer (800-854-0346 / www.daytimer.com).

From a time management perspective, you can use your Smartphone to manage scheduling, organize to-do lists, and store other important information that needs to be available to you within seconds. Thus, your Smartphone can easily become an indispensable tool for helping to manage your time, responsibilities, and your life.

It's important to choose a time management tool you're comfortable with, whether it's a traditional, paper-based planner or a high-tech Smartphone device. The tool(s) you choose for yourself should easily fit within your lifestyle.

Once you obtain a time management tool, such as a Smartphone (with the appropriate software installed), spend several days carefully analyzing how you spend every minute of your day. Determine what takes up the majority of your time, but diminishes your productivity. Perhaps you experience countless interruptions from coworkers or are occupied by long telephone calls. Perhaps you don't have well-defined priorities, your work area is messy and disorganized, you have too much to do and become overwhelmed, or you're constantly forced to participate in unscheduled meetings at work.

As you examine how you spend your day, pinpoint the biggest time wasters that are keeping you from getting your most important work done. According to the Day Timer's *4-Dimensional Time Management* program (a course available on audio cassette, video, or CD-ROM that teaches time management skills), to successfully manage your time, you must learn how to do the following:

- **Focus** Determine what's really important and what duties you're responsible for performing in a timely manner. Learn to differentiate between what's important and what's not in terms of how you spend your time.
- **Plan** Discover how to properly prioritize your work and the items on your to-do list. Set goals based on your objectives, and figure out, in advance, how much time each task will take.
- **Act** Based on your planning, take an organized approach to completing each of the high-priority tasks and items on your to-do list. Focus on the less important items and tasks later.

TEAM LinG

Every evening (after work) or first thing in the morning, take about 15 minutes to create a daily to-do list for yourself. Feel free to use your Smartphone's Task application to do this. After listing all of the things that need to get done that day, determine approximately how long each task will take. Now, set your priorities. On your to-do list, determine which items or tasks will produce the most valuable results. These are the items that must get done, no matter what.

Next, go back to the top of your list and determine the important tasks that need to get done but that aren't as critical or time-sensitive as your highest priority items. Finally, determine which items or tasks should get done, but that aren't too important. During a day or week, a task's priority may change.

TIP

Take major projects, goals, and objectives and divide them into smaller, more manageable tasks. You'll ultimately want to incorporate your to-do list into your schedule (and the Calendar software of your Smartphone), allowing you to schedule your time. Make sure you attempt to complete your high-priority items and tasks early in the day, giving those items your full attention.

Make sure you list all of your prescheduled appointments in your daily schedule, allowing ample time to get to and from the appointments, and if necessary, prepare for them in advance. For each appointment you set and add to the Calendar within your Smartphone, you can customize the alarm that reminds you of that appointment. You can set different alarms for different types of appointments or reminders. In addition to audible alarms, you can set your Smartphone to vibrate to remind you of specific events or appointments.

Once you commit to using a time management tool, such as the Calendar and Tasks applications on your Smartphone, first spend time learning how to customize and use these applications properly. Then, focus on remaining disciplined and using your Smartphone applications continuously, until they become second nature. Initially, you may have to spend up to 30 minutes per day planning your time and creating your to-do lists and daily schedule, but ultimately, you'll probably begin saving up to several hours per day.

Learning to better manage your time can have a positive impact on all aspects of your life. It can help boost your productivity, which will ultimately make you more valuable to an employer and put you in a better position to eventually receive a raise or promotion. With the time you free up for yourself by eliminating some or all of the things you do each day that waste valuable time, you'll be able to do more things that you enjoy more often, such as spending more time with people who are important to you. You'll also be able to find more time to just kick back and chill.

TEAM LinG

Finding "personal time" in your schedule is critical. This is time you spend each day or each week doing things that you personally enjoy, whether it's participating in a hobby, hanging out with friends or family, visiting a spa for a massage, attending professional sporting events (or watching sports on TV), working out, doing home improvement projects, or dating. Determine how you like to spend your free time and then allocate time in your schedule for these activities.

Take On Responsibilities

The trick to managing your responsibilities is to face them head-on. In other words, don't pretend they don't exist or ignore important responsibilities, such as paying your bills on time. When faced with new responsibilities:

- Determine what the new responsibility actually entails. Ask yourself questions such as: What's expected of me? How much of a time commitment will it require? What will it cost?
- Use your Smartphone's Calendar application to allocate the time needed in your schedule to complete your responsibilities, even if they're not "fun" or how you'd prefer to spend your time. Being a responsible person means successfully juggling your responsibilities with things you'd rather be doing.

Synchronize Your Smartphone with Microsoft Outlook

Begin by installing Microsoft Outlook onto your computer and entering all of your important data—contacts, appointments, schedule, to-do lists, and so on. You'll also need to install and activate the ActiveSync software and ensure a connection between your computer and Smartphone has been established.

From the main ActiveSync window on your computer, select the Tools pull-down menu, followed by Options. One at a time, place a checkmark next to Calendar (see Figure 10-5), Contacts (see Figure 10-6), Tasks (see Figure 10-7), and Inbox. Then click the Settings icon for each to modify the synchronization settings.

From the ActiveSync Option's screen, click the Schedule tab to define how often your computer will synchronize data and information with your Smartphone (see Figure 10-8). While you can manually do this anytime by clicking the Sync icon, you can also preset the ActiveSync software to continuously synchronize data as long as an active link between the two devices is available (which is the default option), or set the process to happen at predefined intervals of time, such as every two hours.

TEAM LinG

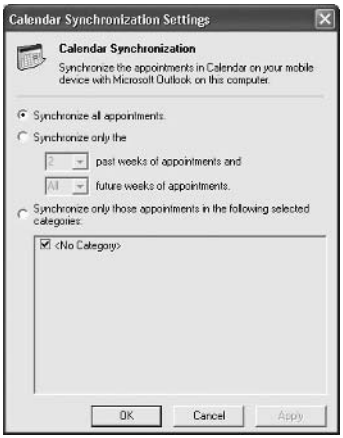


FIGURE 10-5 Customize the Outlook-to-Smartphone synchronization settings for your calendar and appointments from this ActiveSync Options screen.

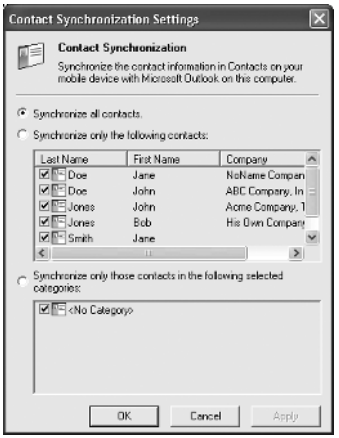


FIGURE 10-6 Customize the Outlook-to-Smartphone synchronization settings for your contacts from this ActiveSync Options screen.

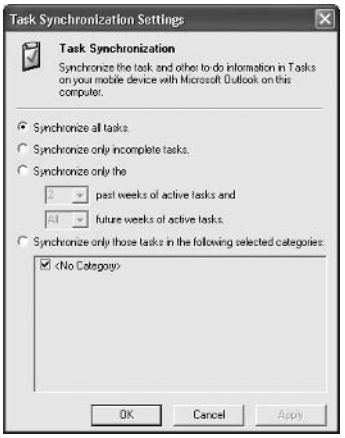


FIGURE 10-7 Customize the Outlook-to-Smartphone synchronization settings for your tasks from this ActiveSync Options screen.

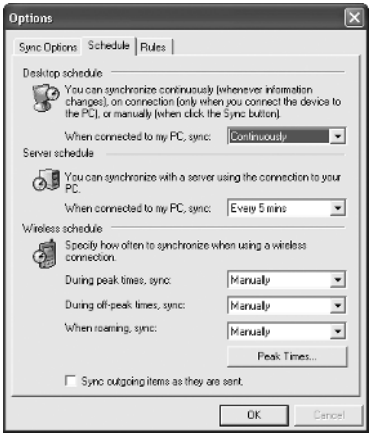


FIGURE 10-8 From ActiveSync's Options screen, click the Schedule tab to set how often your Smartphone will synchronize information with your computer. The default is "continuously" when an active link is available.

TEAM LinG

When synchronizing Outlook with the applications in your Smartphone, virtually all of the Outlook modules correspond directly with specific Smartphone applications. Thus, after you use ActiveSync to synchronize your data between the two devices, all of your contacts' information will be found in the Contacts module of Outlook, as well as in the Contacts application built into your Smartphone.

Outlook Module	Smartphone Application
Calendar	Calendar (built-in) Power Calendar (optional application)
Contacts	Contacts (built-in)
Tasks	Tasks (built-in) Power Tasks (optional application)
Inbox	Inbox (built-in)
Notes	SmartphoneNotes (optional application)

When this is completed, ActiveSync automatically synchronizes your Outlook information with the information stored on your Smartphone. You may be asked whether or not information from Outlook should overwrite information previously stored on your Smartphone. Depending on the number of appointments, contacts, and other items in your Outlook database, the initial synchronization process may take up to several minutes to complete. Subsequently, this process will take only seconds.

From this point forward, as you enter new information into either Outlook or the Calendar, Tasks, Contacts, or Inbox application of your Smartphone, this information will be synchronized between the two devices each time an active link is created using ActiveSync.

TIP

Only by placing a checkmark next to Calendar, Contacts, Tasks, and/or Inbox when accessing the ActiveSync Options menu will the information in that module of Outlook be synchronized with the corresponding application in your Smartphone (see Figure 10-9).

Keep Track of Important Notes with SmartphoneNotes

One of the more useful modules of Microsoft Outlook 2003 is designed to help users create and organize notes and memos in an electronic format. This offers an alternative to keeping track of countless pieces of scrap paper or sticky notes (see Figure 10-10).

TEAM LinG

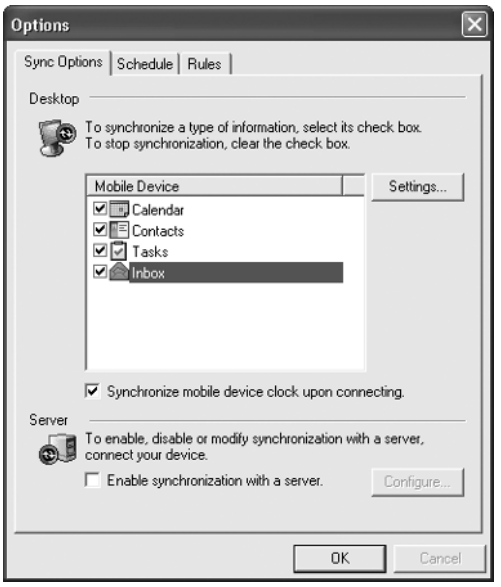


FIGURE 10-9 To synchronize data between the various Outlook modules and corresponding applications on your Smartphone, you must first place a checkmark next to each category you want synchronized from this ActiveSync Options menu screen. Be sure to adjust the settings for each category as well.

FIGURE 10-10 With SmartphoneNotes, all of the notes you create using Outlook can easily be transferred to your Smartphone. Likewise, text-based notes created on your Smartphone can be added to your Outlook database.

TEAM LinG

NOTE

SmartphoneNotes is an optional Smartphone application developed by Syncdata (www.syncdata.it/sphnotes.html). Priced at $12.95, the program can be purchased and downloaded from the company's web site or from many of the popular online Smartphone software retailers.

All of the notes you create for yourself using Outlook can be transferred to and accessible from your Smartphone using SmartphoneNotes and ActiveSync. Once this program is installed, you'll notice that an additional listing for SmartphoneNotes will appear under ActiveSync's Details option on your PC. From this screen, you can define what information relating to your notes gets synchronized between Outlook and SmartphoneNotes.

Voices from the Community

Savvy Smartphoning

- **Will Fletcher**
- **Job Title:** Self-Employed
- **Company:** Independent IT Consultant

As an IT consultant to companies, Will Fletch is considered to be highly technologically savvy, especially when it comes to the latest computer technology. Perhaps that's why he's become an avid Smartphone user. "I have three different Smartphones, all through Orange," said the Norwich Norfolk, England resident.

"I really like the Outlook synchronization capabilities of my Smartphone, but I also use it with a GPS system while driving. Using GPS, I can confidently give my clients an estimated time of arrival when I'm on the road. Another one of the software applications I've added to my phone is a map of the tube [subway] system," said Fletcher, who also uses the Calendar application to keep track of his appointments.

"My Smartphone has allowed me to travel without lugging around my laptop. It gives me a tremendous amount of computing and connectivity power, all from the palm of my hand. I've even added specialized software to my Smartphone to remotely monitor my clients' servers," he said.

TEAM LinG

With this optional program, it's possible to create, edit, delete, and store original text notes on your Smartphone, and then transfer them back to Outlook. Notes created on your Smartphone or transferred from Outlook to your Smartphone can be stored either in the phone's internal memory or on an optional memory card.

Utilize Other Smartphone Applications to Organize Your Time and Information

Whether or not you use Outlook on your desktop or laptop computer and then choose to synchronize your schedule, contact, and e-mail information, for example, with your Smartphone, this section offers information about a handful of optional Smartphone applications that can greatly enhance the power and functionality of popular applications already built into your Smartphone, such as Contacts, Calendar, and Tasks.

Each of the programs described in this section was created by third-party software developers and all have the Microsoft Certified: Designed for Windows Smartphones seal. Each application can be purchased and downloaded separately, either directly from the developer's web site, or from one of the popular online-based Smartphone software retailers, including the following:

- **Windows Mobile Application Catalog** www.microsoft.com/windowsmobile/catalog/
- **Handango** www.Handango.com
- **Cellmania** www.Cellmania.com
- **Smartphone.net** www.smartphone.net

Expand the Power of Your Smartphone with Power Calendar

Power Calendar for your Smartphone allows you to quickly view your appointments, tasks, contact birthdays, and more in one convenient view. Simply synchronize with Outlook and you'll see all of your information in a much more manageable and powerful view than what's offered using the Smartphone's built-in Calendar application. While this program works seamlessly with Outlook (when used in conjunction with ActiveSync), it's also an ideal standalone application if you'll be using your Smartphone as your primary scheduling and time management tool.

TEAM LinG

NOTE

Power Calendar is an optional Smartphone application developed by Developer One, Inc. (www.developerone.com/powercalendar/). Priced at $19.95, this application dramatically improves your ability to manage your time and schedule using your Smartphone, whether or not you choose to synchronize your phone's Calendar database with Outlook on your computer. You can purchase and download Power Calendar from the developer's web site (where a free trial version of the program is also available). It's also available from any of the popular online-based Smartphone software retailers.

Power Calendar becomes even more powerful when used in conjunction with Developer One's Power Tasks application. Together, these optional Smartphone applications give you everything you need to turn your phone into a powerful time, scheduling, and task management tool.

Built-in features, such as custom word wrapping, allow you to display as much or as little information as you wish on your Smartphone's screen. Create appointments and tasks in just a few steps using the software's unique My Text feature. You can also assign categories to tasks and appointments, and then dial phone numbers embedded within your tasks and appointments right from the Power Calendar list. There's no need to manually switch between applications.

As you'd expect from a powerful scheduling tool, Power Calendar (see Figure 10-11) offers single and multiple day views, quick date navigation, and full customization, plus the ability to keep your entire schedule synchronized with Outlook on your computer.

FIGURE 10-11 Power Calendar is a powerful add-on application that gives you much more functionality when managing your time and schedule using your Smartphone.

TEAM LinG

Some of the features built into the Power Calendar software include the following:

- Fully detailed one-day and multiple-day agenda view modes. In multiple-day view mode, you can select from two to seven days to be displayed at once and quickly switch between view modes.
- The ability to see your tasks and appointments together on one screen, so you can see exactly what you have scheduled for any given day and know what needs to get done.
- An innovative "compressed view display mode," which enables you to see the maximum number of items possible on the Smartphone's screen.
- The ability to enter new appointments and tasks quickly and efficiently with a minimum number of button presses.
- The My Text feature, which lets you set up commonly used lists of appointment subjects, task subjects, and appointment locations, making it quick and easy to insert this information into any appointment or task with minimal button pushes.
- An interface that allows you to initiate telephone calls or create e-mails right from your schedule. There's no need to switch between applications. For example, if you see a task in your schedule or an appointment that you need to confirm, instantly initiate a call from the task or appointment listings in your schedule that contains contact information.
- The ability to create and edit recurring appointments and tasks.
- Categories you can set and modify for your appointments and tasks.
- Synchronization of your existing data to Outlook or Exchange via ActiveSync.
- Fully customizable content and colors to suit your preferences.
- The ability to use your own background image to match your Smartphone's onscreen style.
- Automatic alarm time adjustment for tasks synced from Outlook.

TEAM LinG

- Customization of the colors of your tasks and appointments based on status or priority.
- Selection of the onscreen text size. Make it large to help you see the display better or use the extra small font to display as much information as possible in your calendar view.

If you'll be relying on your Smartphone to be your primary scheduling tool and appointment book, this is software you'll definitely want to utilize. It gives you vastly improved functionality and flexibility beyond what's possible using the Smartphone's built-in Calendar application. This software also nicely integrates your to-do list items (from your Tasks database) when Power Calendar is used in conjunction with Power Tasks (see the next section for details about this program).

Manage Your To-Do Lists with Power Tasks

Power Tasks works with your synchronized Outlook tasks list and goes much further to give you improved control and the functionality you need to help keep up with your never-ending task list. It can also be used as a standalone application on your Smartphone to make managing your to-do lists much easier.

NOTE

Power Tasks is an optional Smartphone application developed by Developer One, Inc. (www.developerone.com/powertasks/index.htm). Priced at $14.95, this is a vastly improved to-do list management application that offers much greater functionality and versatility than the Tasks application built into your Smartphone. The software can be purchased and downloaded from the developer's web site (where a free trial version of the program is also available) or from one of the popular online-based Smartphone software retailers.

Use Power Tasks to organize your to-do list items by category, due date, or status. You can instantly create new tasks with only a few presses of the directional pad, and add information from your contact database quickly (see Figure 10-12).

Using the detailed preview window, view all of the to-do item details and notes, status indicators, and more. Use Power Tasks to better manage your daily to-do list, shopping lists, travel checklists, meeting agendas, attendance records, collections, or any other information that can be organized, stored, and categorized using a list format.

TEAM LinG

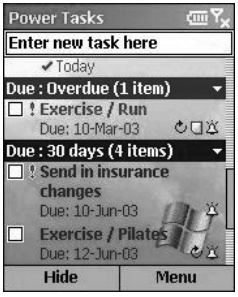


FIGURE 10-12 Power Tasks is the ultimate to-do list management program for the Smartphone. Use it to organize and store a wide range of information, as well as synchronize that information with your computer that's running Outlook.

As you create lists using Power Tasks, you can create personalized subject headings and categories. You can also create recurring tasks, add alarms to remind you of deadlines, and even incorporate a contact name and telephone number into your lists.

Features built into Power Tasks include the following:

- The ability to sort and organize your tasks by category, due date, and/or priority
- The ability to quickly show or hide any group of tasks
- Automatic alarm time adjustment for tasks synced from Outlook
- Task detail viewer, which shows you all of the details, notes, and status indicators of every item on each of your lists
- The ability to customize the colors of tasks based on status or priority
- The ability to control the text size, which means you get the optimum number of items displayed on the Smartphone's screen
- Quick entry bar, which lets you pick a subject and even include a contact name and/or telephone number in the subject with only a few presses of the navigation pad

TEAM LinG

- Use of the Tasks database on the Smartphone, which means that all of the to-do list items you work with in Power Tasks will be synchronized using ActiveSync and added into your Outlook database on your computer
- The ability to customize the background colors or images used to personalize the look of your tasks list
- Filtering and sorting of your tasks using the Smartphone's volume button to quickly jump to the following task groups: Today, Overdue, Undated, Future, Active, and Completed

Power Tasks is a powerful to-do list management application that has a wide range of uses. It's fully customizable, yet easy to use. Using this software, you'll be able to better utilize your Smartphone as an information gathering and organization tool.

Keep Track of Time with MobiTimer

MobiTimer (shown in Figure 10-13) is a powerful stopwatch, clock, alarm, and chronometer application that allows you to track time in a multitude of ways. In addition to traditional timers, MobiTimer enables you to split time periods as many times as needed and calculate a total time at the end. It's a relatively simple application with a wide range of uses. For example, if you bill your clients in time increments, this application can help you accurately track the length of meetings, phone calls, presentations, and appointments. The software can also be used to count down to an event and then trigger an alarm.

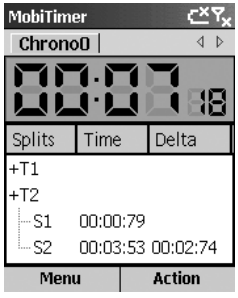


FIGURE 10-13 MobiTimer is a simple, standalone application for your Smartphone that allows you to time a wide range of events.

TEAM LinG

NOTE

MobiTimer is an optional Smartphone application developed by Soft4Mobile. Priced at $9.99, this application can be downloaded from the company's web site (www.soft4mobile.com/product/p_timer_sp.html) or from any of the popular online-based Smartphone software retailers.

To-Do Lists Made Easy with ListPro

An alternative to using your Smartphone's built-in Tasks application is to purchase and download the optional ListPro software. ListPro offers a wide range of enhancements over the to-do list management software already in your Smartphone. For example, you can set alarms for individual items on each list you create. You can also indent list items (using an outline format), highlight specific items, add unlimited notes that are associated with items on your list(s), and create multiple columns of notes (see Figure 10-14).

NOTE

ListPro, developed by Iliumsoft (www.iliumsoft.com/site/lp/listpro.htm) is priced at $19.95. The ListPro Professional software, which allows you to run this application on your Smartphone as well as on your desktop computer and then synchronize information between the two programs, is priced at $29.95. A free, 30-day demo version of the software can be downloaded from the company's web site.

ListPro has over 300 built-in list templates; however, you can fully customize the application to manage almost any need that's based around listing, organizing, sorting, and/or prioritizing information. When used exclusively on your Smartphone,

FIGURE 10-14 ListPro for the Smartphone offers vast improvements over the built-in Tasks application when it comes to to-do list management.

this is a powerful database application for keeping track of information such as inventories, things to do, collections, meeting attendees, and information related to planning an event, for example. It's possible to create an unlimited number of lists using this software.

When ListPro is upgraded to ListPro Professional, users can quickly and easily synchronize lists between their Smartphone and the version of ListPro running on a desktop or laptop computer.

Never Forget Important Passwords with eWallet

As you've already learned from this chapter, Outlook is an ideal tool for managing your schedule, contacts, e-mail, and a wide range of other important information, which can ultimately be transferred to and synchronized with data stored on your Smartphone. When it comes to storing and organizing highly confidential information, such as passwords, credit card numbers, serial numbers, frequent flier numbers, bank account numbers, personal identification codes (PINs), membership numbers, usernames, and other data, the eWallet program is ideal.

NOTE

Developed by Iliumsoft (www.iliumsoft.com), eWallet is a powerful and secure program for storing and organizing a wide range of confidential information in an easy-to-access format. The software is priced at $19.95 and can be purchased and downloaded directly from the developer's web site or from any of the popular online-based Smartphone software retailers. A free, 30-day trial version of the software can be downloaded from the company's web site.

Using eWallet, you can store and organize all of these pieces of confidential and personal information in one place and keep them with you at all times for easy access. All of this information is encrypted and password-protected on your Smartphone for security, so even if your Smartphone is lost or stolen, the data stored in this program won't be compromised.

eWallet allows you to organize your important information using a simple, onscreen, graphics-based interface (see Figure 10-15). For example, if you want to store information about your credit cards, the eWallet software prompts you for specific details about each credit card, such as the card type, card number, expiration date, PIN, card provider, and the name on the card. eWallet is award-winning software for your Smartphone that makes keeping track of a wide range of personal information safe and easy.

TEAM LinG

FIGURE 10-15 eWallet offers an easy-to-use graphic interface to help you store, organize, and access all of your confidential personal information, such as credit card and bank account numbers, passwords, and PINs.

There's So Much More Your Smartphone Can Do!

Now that you've discovered how to utilize your Smartphone as a powerful time management, scheduling, personal productivity, and information organization tool, the next several chapters continue to explore the various types of applications available for your Smartphone that can broaden the way you use the device in your daily life. Chapter 11, for example, focuses on mathematical and finance applications available for your Smartphone, while Chapter 12 focuses on word processing and text editing applications.

TEAM LinG

Chapter 11

Take Advantage of Financial, Spreadsheet, and Database Management Tools

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

How To…

- Find and use an array of financial applications on your Smartphone
- Access and view Microsoft Excel spreadsheets on your Smartphone's screen
- Create a custom database with your Smartphone

This chapter offers information about financial applications and add-on software packages that will help you better manage your money, access and view Microsoft Excel spreadsheets, and create your own customized database applications, without having to do any complex programming.

Some of these applications allow the Smartphone to automatically tap the wireless Web to gather data that seamlessly gets integrated with the programming to give you timely and accurate information so you can make educated decisions about your money and investments.

Manage Your Money Using Financial Applications on Your Smartphone

The following applications are currently available for all models of Windows Mobile Smartphones. As you'll see, each application featured within this section is designed to help you better manage one or more aspects of your personal finances, investment portfolio, or budget.

As you'll soon discover, there are a handful of relatively simple Smartphone applications designed to help you keep track of receipts and upcoming bills, and there are more sophisticated applications that are ideal for managing your investment portfolio from virtually anywhere.

TIP

In addition to these optional financial applications, your Smartphone comes equipped with a powerful built-in calculator. To access the Calculator application (see Figure 11-1) from the Start/Welcome screen, access the Accessories submenu, and then select Calculator. To use this application, enter the appropriate numbers from the phone's numeric keypad. To add, subtract, multiply, divide, add a decimal point, or obtain a total, press the right Soft Key (Options) and make the appropriate selection. The pound (#) key can also be used to scroll through the add, subtract, multiply, and divide commands, while the star (*) key doubles as a decimal point.

TEAM LinG

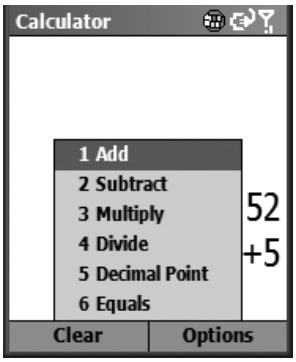


FIGURE 11-1 The Calculator application built into your Smartphone allows you to perform basic mathematical calculations, involving addition, subtraction, multiplication, and division.

ALL-Calculator Smartphone Edition

Enhance your Smartphone by adding the functionality of a full-featured scientific calculator. If you've ever tried to calculate $\sqrt{2}$ or the sine of π on your Smartphone, you probably ran into some trouble due to the built-in Calculator program's limited functionality.

NOTE *ALL-Calculator is an optional Smartphone application developed and marketed by Ordina-All Locations (www.all-locations.com). The software is priced at $7.98. A free downloadable demo version of the program is available from the company's web site.*

Using this ALL-Calculator software (see Figure 11-2), you can transform your Smartphone into a power-packed calculator that will allow you to easily add, subtract, divide, and multiply. You can also calculate the root or square root of a number; calculate in degrees, radians or grads; calculate sine, cosine, tangent, arc sine, arc cosine, or arc cotangent; and calculate percentages. The software offers internal precision of at least 15 digits.

To jazz up the look of your Smartphone-based calculator, you can also download a selection of extra *skins,* which are used to change the color scheme and overall look of the Smartphone's screen as you use the ALL-Calculator program.

TEAM LinG

FIGURE 11-2 The ALL-Calculator software transforms your Smartphone into a powerful scientific calculator.

Use Keep Track to Manage Expenses, Bills, and Receipts

With the Keep Track software (see Figure 11-3) and your Smartphone, it's now easy to keep track of and organize all of your personal financial transactions. If you use this program as it's designed to be used, you'll no longer forget to record financial transactions or credit card purchases, or need to worry about losing ATM receipts.

NOTE

Keep Track is an optional Smartphone application developed and marketed by Ilium Software, Inc. (www.ilimsoft.com). The software is priced at $14.95 (Standard Edition) or $24.95 (Professional Edition). Free downloadable demo versions of these programs are available from the company's web site.

This program offers a simple way to "keep track" of your ATM, debit, and credit card transactions. With the touch of a button on your Smartphone, you'll be able to record each of your financial transactions and create an ordered list that you can later match up against all of your financial statements. Record transactions you make online, in stores, at ATMs, and over the phone. For example, you can keep track of ATM withdrawals and deposits, along with debits, checks, transfers, charges, payments, cash advances, and service charges.

TEAM LinG

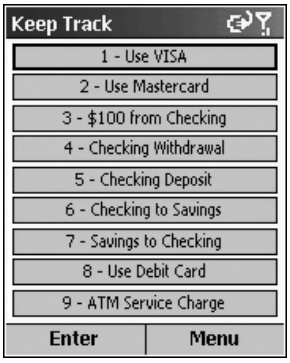


FIGURE 11-3 The Keep Track software allows you to manage your expenses and keep track of receipts.

When it's time to pay your bills or reconcile your statements, you'll have all your transactions in one place and in order. You can also synchronize your financial data to your Windows-based computer using the Professional Edition of this software, which allows you to create backups, print, and export your transactions to a QIF file for use with another financial program. (QIF format enables you to easily export your Keep Track transactions to Quicken or Microsoft Money on your computer.)

Bills & Reminders Helps to Keep Your Finances in Order

Bills & Reminders (see Figure 11-4) is a bill payment tracking utility that helps you to keep track of bill payments and due dates. After you enter the date, frequency, description, and amount due for each bill, the program reminds you when payments are due. It's great for keeping track of credit card bills, utility bills, mortgage payments, car payments, and other regular monthly expenses. Because the software is easy to use, it is particularly useful for developing and managing a personal or family budget.

NOTE

Bills & Reminders is an optional Smartphone application developed and marketed by Boma Software (www.bomasoft.com). The software is priced at $9.95. A free downloadable demo version of the program is available from the company's web site.

TEAM LinG

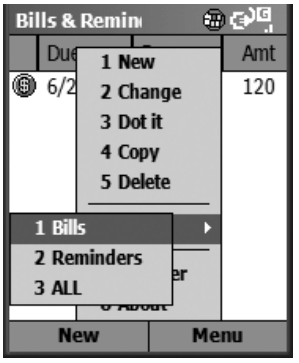


FIGURE 11-4 Never forget to pay a bill again and avoid credit card late fees by using the Bills & Reminders application on your Smartphone.

By setting alarms from within the program, Bills & Reminders enables you to make sure you don't miss important bill payment dates and rack up unnecessary late fees. Of course, within Calendar on your Smartphone or Outlook on your computer, you can set a recurring alarm for such things as your monthly mortgage or car payment. This optional program, however, is designed to make keeping track of bills simpler.

Track Your Loans with Loan Manager

Loan Manager for Smartphone is an easy-to-use program that helps you keep track of multiple loans. It's also a useful tool to calculate monthly payments when you need a car loan, business loan, or a mortgage. This program enables you to quickly calculate amortization schedules. It also displays paid amount, remaining amount, total interest, and principal.

NOTE *Loan Manager is an optional Smartphone application developed and marketed by Boma Software (www.bomasoft.com). The software is priced at $9.95. A free downloadable demo version of the program is available from the company's web site.*

Loan Manager (see Figures 11-5 and 11-6) will keep track of multiple loans simultaneously (such as your mortgage, car loan, home equity loan, student loan, and so on). You can easily calculate monthly payments and display amortization schedules, as well as calculate total interest.

TEAM LinG

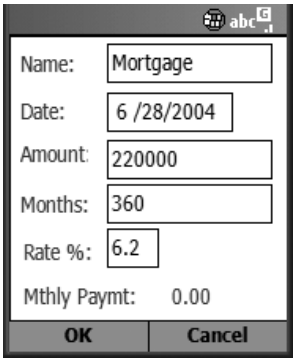


FIGURE 11-5 The Loan Manager program can help you keep track of multiple loans and perform financial calculations with ease. Enter information about a loan, and then have the software perform the necessary calculations.

Managing Your Portfolio Is Easier When You Use Your Smartphone

Whether you're a casual investor who owns a few stocks or mutual funds, someone who looks after your own retirement account, or a more serious investor who manages a large investment portfolio, your Smartphone can be transformed into a powerful

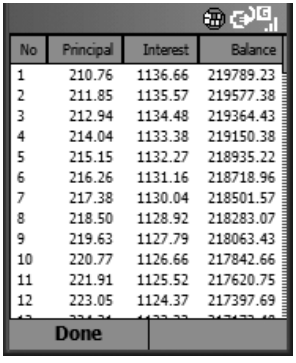


FIGURE 11-6 Loan Manager calculates and displays detailed amortization tables based on the loan information you provide.

TEAM LinG

tool for keeping up-to-the-minute tabs on your investments. It's even possible to execute trades using the wireless Web.

TIP

If you're a Fidelity Investments or Charles Schwab customer, both of these companies offer "mobile optimized" web sites you can easily access from your Smartphone. Using optional software, you can manage your complete investment portfolio. To access Fidelity Investments' "mobile optimized" web site, called Fidelity Anywhere, point your Smartphone's browser to www.fi-w.com/fiw/FiwHome. Charles Schwab's "mobile optimized" web site can be accessed by visiting http://pb.schwab.com/. There's also Handmark Express for Smartphones (www.handmarkexpress.com), a subscription-based online service that offers stock monitoring and tracking. Be sure to see Chapter 5 for information about several "mobile optimized" web sites for gathering and reading the latest financial news.

Keep Track of Your Investments with Stock Manager

Stock Manager helps you keep track of and manage your stocks, options, or mutual funds. It enables you to calculate how much money you need to buy specific stocks, and then assess purchases and sales transactions. It also allows you to see which shares of stock you have available to sell and how much you paid for them, and to calculate the profit or loss if you sell it at a certain price.

NOTE

Stock Manager is an optional Smartphone application developed and marketed by Boma Software (www.bomasoft.com). The software is priced at $9.95. A free downloadable demo version of the program is available from the company's web site.

Use Stock Manager on your Smartphone to do the following:

- Keep track of your stock holdings and history of transactions
- Calculate how much money you need to buy specific stocks or mutual funds
- Calculate your profit/loss to see "what if" should you sell at a specific price
- Display the total amount of profit/loss of all of your investment-related transactions

TEAM LinG

- Sort by stock name, buy date, buy price, or other data fields
- Indicate you have short-term, mid-term, or long-term holdings (important for calculating your taxes)

Like all of the Smartphone applications developed by Boma Software, this program makes excellent use of the Smartphone's small display. The user interface is easy to use and focuses on the one-handed operation your Smartphone was designed for. While this program isn't as feature-intensive as MarketWave from WeComm Technology, Stock Manager is ideal for casual investors and is excellent for keeping tabs on your investment portfolio and/or retirement account(s).

View Live Financial Data and Manage Your Portfolio with MarketWave

Designed for serious investors and novice investors alike, MarketWave is a unique application in that it combines portfolio management tools with access to real-time financial data in order to provide a comprehensive portfolio management application for your Smartphone.

NOTE *MarketWave is an optional Smartphone application developed and marketed by WeComm Technology (www.wecomm.com). Contact the developer for pricing information.*

MarketWave provides real-time, wireless, and continuous access to mission-critical financial information and enables a range of risk-management and trading functions, all in real time. Users have access to live and continuous streaming data, including prices for equities, interest rates, futures, options, foreign exchanges, and commodities.

Simply having raw financial data isn't enough, however. While on the go, your Smartphone and this software together give you the ability to execute financial transactions and accurately analyze the financial data your phone gathers. Trade orders are guaranteed to be executed in real time.

Using the software's Alert feature, obtain alerts based on price fluctuations (using criteria you predefine) and related news stories. Alerts are delivered in real time to the application (which also supports SMS text messaging, Instant Messaging, and e-mail alerts).

TEAM LinG

With the Professional Charting functionality, from your Smartphone, you have full access to on-demand charts, including moving average analysis, annotation capability, and full historical analysis.

At the time of this writing, MarketWave is the most sophisticated portfolio management software available for the Smartphone platform. The software nicely integrates the use of raw data obtained from the Internet (in this case financial information, quotes, and news stores) with expertly designed software. If you manage your own portfolio, this software is ideal for keeping track of your financial investments while on the go.

Tiny Stocks' Stock Manager Offers Big Features for Investors

Featured within Chapter 5 of this book, Tiny Stocks' Stock Manager (see Figure 11-7) nicely combines data obtained from the wireless Web with a powerful, software-based Smartphone application.

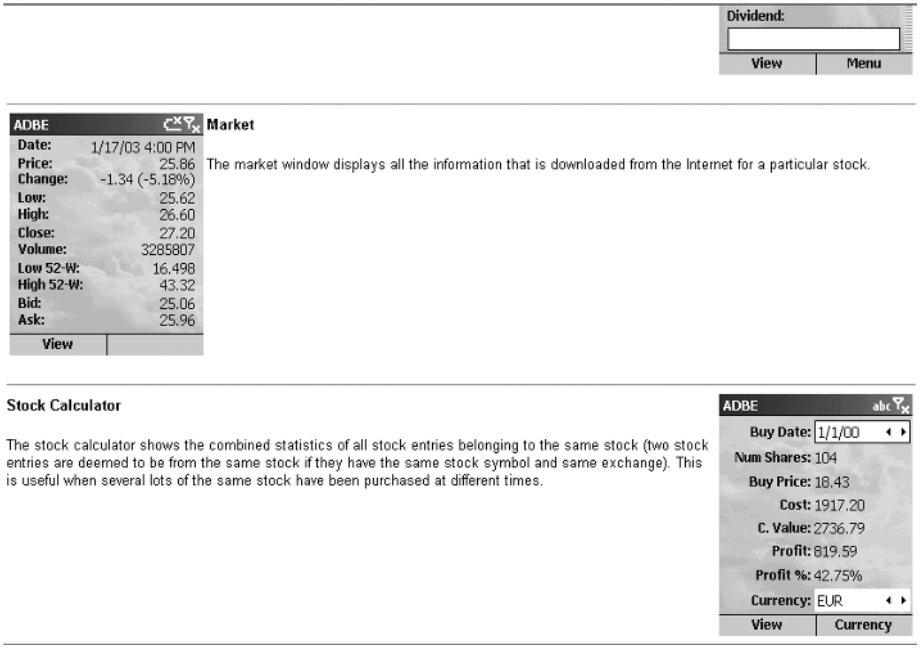


FIGURE 11-7 Using this program, you can download and display details about a specific stock or mutual fund. This is just one of the many information screens available to users.

TEAM LinG

NOTE

Tiny Stocks' Stock Manager is an optional Smartphone application developed and marketed by Tiny Stocks B.V. (www.tinystocks.com). The software is priced at $24.95. A free downloadable demo version of the program is available from the company's web site.

This software uses the wireless Web to obtain up-to-the-minute stock prices, so at any given time, you know the value of your portfolio and can make important buy/hold/sell decisions. For each stock quote, the software also obtains the day's high, low, change, bid, ask, and volume.

You probably don't have time to be watching your Smartphone's screen all day so you can set the software to check for periodic updates and then alert you based on criteria you preset. As you analyze a stock, historical charts are offered on your Smartphone's screen. The software can manage data it retrieves from stock exchanges throughout the world.

Access and View Spreadsheet Data on Your Smartphone

Creating and doing complex spreadsheet calculations on your Smartphone's small display isn't too practical. For this type of functionality, your best bet is to carry a laptop computer running Microsoft Excel. If you want to view Excel spreadsheet files on your Smartphone, however, there are several optional software applications that make this possible.

RepliGo 2.0 Puts Excel Spreadsheets on Your Smartphone

While this chapter is all about financial applications and software for viewing Microsoft Excel spreadsheet data on your Smartphone, RepliGo 2.0 offers the ability to access and view virtually all Microsoft Office files (including Microsoft Excel spreadsheets), as well as files saved in Adobe PDF format. The software makes full use of the Smartphone's relatively small display, and enables you to easily navigate your way around even the most complex spreadsheet files.

NOTE

RepliGo Version 2.0 is an optional Smartphone application developed and marketed by Cerience Corporation (www.cerience.com). The software is priced at $29.95. A free, downloadable, 14-day trial version of the program is available from the company's web site.

TEAM LinG

Did you know?

Convert or Not to Convert—That Is the Question

To convert documents to the RepliGo format, you must use the RepliGo conversion software (included). You can then distribute documents to anyone with the separate viewer installed on their Palm OS, Windows Mobile Pocket PC, Windows Mobile Smartphone, Nokia Series 60, Symbian UIQ, or Windows-based computer. The RepliGo software has two main components**.** The desktop conversion software easily converts documents using the native application, such as Microsoft Word or Excel, to render and process a file that will ultimately be viewed on the Smartphone. The RepliGo Viewer software (included with RepliGo and also available separately as a free download) gets installed on the Smartphone (or other types of mobile devices) and allows you to view and work with the document on the mobile device. The viewer can be distributed free to your entire mobile workforce, for example, giving everyone the ability to view and share important documents.

RepliGo (see Figure 11-8) uses advanced document conversion and viewing technology to provide a single solution that allows quick and convenient access to all of your documents wherever you go. Basically, any file that can be printed on a traditional printer can instantly be converted into a RepliGo document on your computer and then transferred to your Smartphone for easy viewing.

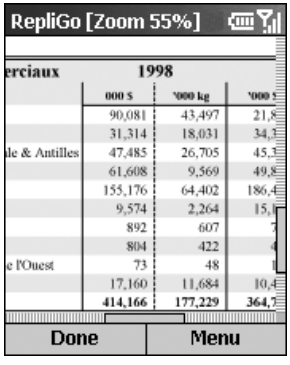


FIGURE 11-8 Use RepliGo to transfer any of your Microsoft Office applications, including Excel spreadsheets, to your Smartphone.

TEAM LinG

Using RepliGo, you can convert all of your important documents, transfer them to your Smartphone, and then have the ability to perform text searches, create your own bookmarks within the documents, add comments within the documents, and view the documents (and embedded images) on your Smartphone's display, all with the best possible clarity.

RepliGo empowers everyday mobile device users to carry vast amounts of diverse information on their Smartphone. Some of the features incorporated into RepliGo Version 2.0 for Smartphone include the following:

- **New bookmark, comment, and hyperlink features** Automatic conversion of bookmarks, comments, and hyperlinks from popular desktop formats such as Microsoft Office and Adobe PDF. Additionally, users can add personal bookmarks and notes and highlight text from their Smartphone.
- **New text capabilities** Unicode support allows for text searching, making it effortless to find information without having to scroll through an entire document or spreadsheet file. Copying text to the clipboard is also supported. Quickly find specific text, words, numbers, or phrases anywhere in a document. Simply launch the Find dialog box, enter some text to search for, and then RepliGo Viewer searches the entire document.
- **Higher quality graphics** New capabilities allow images embedded into Word, Excel, PowerPoint, or other documents to retain their full 24-bit quality, providing more clarity and greater detail when viewed on the Smartphone's display.
- **New printing capabilities** The Smartphone version of RepliGo supports full color, infrared printing of documents to compatible HP printers.
- **Flexible file synchronization** Save documents to SD memory cards or to a specific folder in your Smartphone's internal memory.
- **Instant conversion to the RepliGo format** RepliGo adds a toolbar button to your existing Microsoft Office applications (Word, Excel, PowerPoint, Internet Explorer, and so on), so files can be instantly converted to RepliGo format using one mouse click. The converted file can then be transferred to your Smartphone using ActiveSync.

RepliGo is one of the more powerful applications available for the Smartphone, especially if you're a Microsoft Office user who wants to be able to view and gain access to Microsoft Office files on your Smartphone. This application is ideal for

TEAM LinG

reviewing files from your Smartphone while on the go. While it's not a fully functional spreadsheet application, it does allow you to access and view your Microsoft Excel files on your Smartphone.

Use ClearVue Worksheet to View Microsoft Excel Spreadsheet Data

When you leave the office, don't go without your charts, graphs, and spreadsheets. ClearVue Worksheet provides Smartphone access to information from Microsoft Excel files, including: graphs, charts, and spreadsheets. The data you view on your Smartphone's screen will maintain the same format and look as the original Excel file.

NOTE

ClearVue Worksheet is an optional Smartphone application developed and marketed by WestTek Software (www.westtek.com). The software is priced at $8.95 for the standalone product or $29.95 for ClearVue Suite. A free downloadable demo version of the program is available from the company's web site.

Once the ClearVue Worksheet software is installed on your Smartphone, to transfer and view an Excel spreadsheet file, follow these steps:

1. Connect your Smartphone to your computer using Microsoft ActiveSync and create an active link (partnership).
2. Verify that File Conversion is turned *off* in Microsoft ActiveSync.
3. From Microsoft ActiveSync on your desktop PC, click the Explore icon. This will bring up your Smartphone folders.
4. Copy the Excel files from your desktop to the desired location on your Smartphone.

TIP

ClearVue Viewers—the module of the software that allows you to view data on the Smartphone's relatively small screen—does not support files that have been converted to Pocket applications (Pocket Excel, Pocket Word, or Pocket PowerPoint). The files you copy to your Smartphone should not *automatically be converted to use this software.*

TEAM LinG

Follow these steps to make sure ActiveSync's file conversion utility is disabled before copying Excel spreadsheets (or other types of Office files) to your Smartphone:

1. Connect your phone to your computer using ActiveSync. ActiveSync on your computer will establish a partnership (an active link) with your Smartphone.
2. From the ActiveSync main window on your computer, select the Tools menu.
3. From the Tools menu, select Options.
4. The file conversion settings are located under the Rules tab. Select the button labeled Conversion Settings.
5. Select the Desktop to Device tab under File Conversion Properties.
6. Select the Microsoft Excel Worksheet file type from the list, and press the Edit button.
7. From the "Convert to mobile device files of the type" drop-down list, select "No conversion (*.xls)."
8. Select OK to dismiss the File Conversion Properties dialog box.
9. Select OK to dismiss the Options dialog box.

This application, once properly configured, makes it easy to transfer Microsoft Excel spreadsheet files to your Smartphone (and then view them on your Smartphone's display). ClearVue Worksheet is sold as a standalone program, but you can also purchase ClearVue Suite, which offers programs that allow you to view all types of Microsoft Office application files, such as Word documents, PowerPoint presentations, and, of course, Excel spreadsheet files.

TIP

Keep in mind that ClearVue Worksheet is not a fully functional spreadsheet application. This software is designed simply to allow you to view your spreadsheet data on your Smartphone, not manage or manipulate the data or perform calculations. Using ClearVue Worksheet, which does not convert the spreadsheet data, you can open and view an Excel file someone attaches within an e-mail.

TEAM LinG

Create a Customized Database Application with FoneDB

FoneDB (see Figure 11-9) allows Smartphone users to create, publish, and synchronize a wide range of personal databases. Best of all, to create the database application and use it for customized applications requires no programming. FoneDB combines the power of instant access to data with the broad reach of mobile phones.

NOTE

FoneDB is an optional database creation and management application for the Smartphone, developed and marketed by Syware, Inc. (www.syware.com). The software is priced at $29.99. A free downloadable demo version of the program is available from the company's web site.

Using this software, you can create forms with a flexible set of controls, such as labels, edit boxes, check boxes, drop-down lists, and radio buttons. You can also

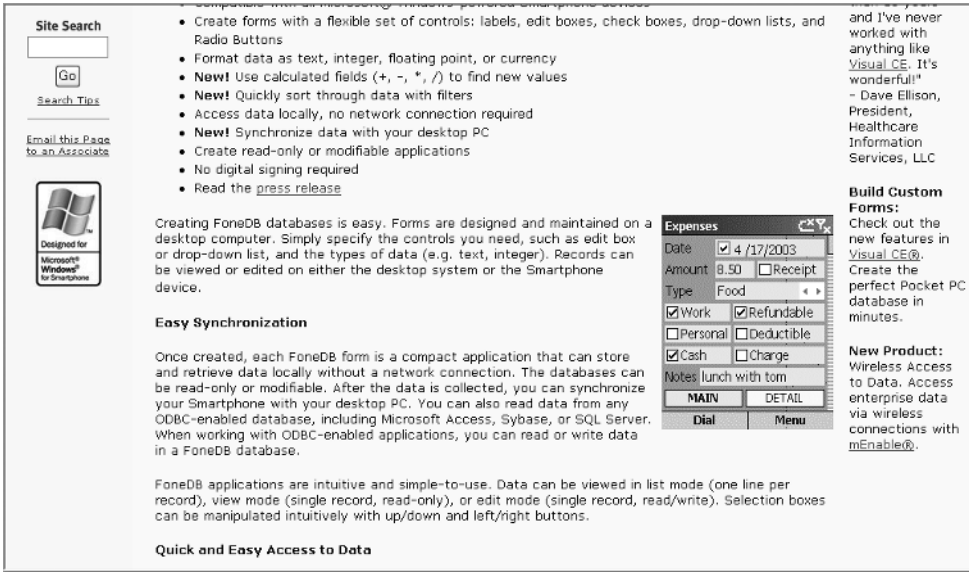


FIGURE 11-9 FoneDB is a powerful, yet surprisingly easy-to-use database management program that allows you to design your own applications on your computer and then run them on your Smartphone to gather and manage all types of data.

TEAM LinG

format data as text, integer, floating point, or currency, and incorporate calculated fields (addition, subtraction, multiplication, and division) to find new values.

Once a database application is created, you can quickly sort through data with filters and synchronize data with your computer. All database forms are designed and maintained on your computer. Simply specify the controls you need, such as an edit box or drop-down list, as well as the type(s) of data (for example, text, integer). Records can ultimately be viewed or edited on either the computer or Smartphone device.

Each FoneDB form is a compact application that can store and retrieve data locally on the Smartphone or your computer. The databases can be read-only or modifiable. You can also read data from any ODBC-enabled database, including Microsoft Access, Sybase, or SQL Server. When working with ODBC-enabled applications, you can read or write data in a FoneDB database.

Data can be viewed in List mode (one line per record), View mode (single record, read-only), or Edit mode (single record, read/write). Selection boxes can be manipulated intuitively with up/down and left/right buttons.

FoneDB's calculated fields allow you to automatically apply mathematical operations to values in fields. Operations include addition, subtraction, multiplication, and division. For example, a 15 percent tip can be calculated based on an expense value on a database form.

All data can be searched, and filter operations help you sort through large, cumbersome lists. These filters allow you to narrow your view of the data to just those records that meet particular criteria.

FoneDB is ideal for creating and using a wide range of highly customizable database applications. Use this application for something simple, such as managing information about your stamp or coin collection, or develop a database that can help you manage all of your customers and clients, create and track invoices or estimates, or manage inventory. The uses for this program are limitless because you can totally customize each database from scratch to meet your personal or professional needs.

Utilize Your Smartphone's Full Potential

This chapter covered the mathematical and financial applications that are available for your Smartphone.. The next chapter focuses on text-based and word processing applications you can use on your Smartphone.

Remember that your Smartphone is a powerful tool. By pinpointing the applications that can be used with your Smartphone and, at the same time, by determining what your personal and professional needs are, you can transform your device into a highly customized and indispensable tool.

TEAM LinG

This page intentionally left blank

TEAM LinG

Chapter 12

Word Processing Applications for Your Smartphone

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

How To…

- View Microsoft Word files on your Smartphone
- View Adobe Acrobat .PDF files on your Smartphone
- Create text documents using Vexxon File Editor Pro
- Print files and documents from your Smartphone using Jetcet Print

Okay, let's face it: When you consider the best uses for your Smartphone, word processing is probably one of the last applications that comes to mind. After all, there's no built-in keyboard, so each individual character you enter using the T9 Text mode on the device's keypad could require up to four button pushes.

Well, without a keyboard, text editing or word processing probably isn't the most practical Smartphone application. But if your work involves creating, editing, and viewing text, your Smartphone can still be a useful tool if you add some of the optional software described in this chapter.

If you're thinking about doing any type of text creation on your Smartphone, such as writing and sending long e-mail messages, or if you'll be using SMS text messaging or Instant Messaging often, you'll want to invest in an optional keyboard for your Smartphone.

Some of the newer Smartphones have optional (portable) keyboards available specifically for them. This type of add-on peripheral makes text entry much faster and far more practical. For the Samsung i600, for example, there's an optional portable keyboard (priced at $79.99). This flexible keypad is made from durable, lightweight vinyl, so you can literally roll it up and tuck it away after use. The keyboard connects to the bottom of the i600 handset using an included cable.

Even if your particular Smartphone model doesn't have an optional portable keyboard available as an accessory, if the phone is Bluetooth-compatible, you can most likely connect a Bluetooth keyboard, such as the Stowaway Bluetooth Wireless Keyboard, to your Smartphone for fast and easy text entry. Not all Bluetooth-compatible Smartphones support all Bluetooth accessories, however. See your phone's owner's manual or technical specifications for details.

TEAM LinG

FIGURE 12-1 The optional Stowaway Bluetooth Wireless Keyboard is the perfect accessory for Bluetooth-compatible Smartphone users who want to quickly enter large amounts of text directly into their phone.

TIP

For Bluetooth-compatible Smartphones, the Stowaway Bluetooth Wireless Keyboard ($149.00, www.thinkoutside.com/products/stowaway-bt.html) is a perfect solution for text editing, word processing, Instant Messaging, creating long e-mails, or SMS text messaging. Weighing just six ounces, this foldable keyboard expands into a full-size, QWERTY-style keyboard that's compatible with all Bluetooth-compatible Smartphones. The actual size of the keyboard (when unfolded) is virtually identical to a typical keyboard found on a laptop computer (as shown in Figure 12-1). Folded, however, the unit measures just 5.5 x 3.9 x 5 inches.

View Microsoft Word Files on Your Smartphone Using ClearVue Document

ClearVue Document allows you to transfer your existing Microsoft Word documents to your Smartphone (using ActiveSync) and then view them on your Smartphone's screen. This application maintains all of the formatting and the overall look of your Word document.

TEAM LinG

NOTE

ClearVue Document from Westtek (www.westtek.com/smartphone/document/) is a standalone application for your Smartphone. It's priced at $8.95. The ClearVue Suite of applications, which allows you to view a wide range of Microsoft Office files on your Smartphone, is priced at $29.95.

While you cannot edit files using this software, it's excellent for reviewing Word files of any length. Using the Smartphone's 4-Way Directional button, you can scroll around the document with ease.

Once the ClearVue Document software is installed onto your Smartphone, to transfer Word files to your device, following these steps:

1. Connect your Smartphone to your desktop PC using Microsoft ActiveSync.
2. Verify that File Conversion is turned *off* in Microsoft ActiveSync.
3. From Microsoft ActiveSync on your desktop PC, click the Explore icon. This will bring up your Smartphone folders.
4. Copy the Word files from your desktop to the desired location on your Smartphone.
5. Run the ClearVue Document application on your Smartphone. Select the appropriate Word file to open, and then view it on your Smartphone's screen.

View Adobe Acrobat (PDF) Files on Your Smartphone Using ClearVue PDF

ClueVue PDF works very much like the ClearVue Documents application for the Smartphone, except this version allows you to transfer any Adobe PDF file from your computer and then view it on your Smartphone. You can also open, view, and print PDF files you receive via e-mail, download from the Internet, or that get transferred from another Smartphone user (via infrared or Bluetooth beaming). ClearVue PDF maintains the full integrity and look of the original PDF file, so you'll be able to see all of the fonts, graphics, and formatting.

NOTE

ClearVue PDF from Westtek (www.westtek.com/smartphone/pdf/) is a standalone application for your Smartphone. It's priced at $8.95. The ClearVue Suite of applications, which allows you to view a wide range of Microsoft Office files on your Smartphone, is priced at $29.95.

TEAM LinG

Did you know?

PDFs Can Make Viewing Files Easier

A PDF (Adobe Portable Document Format) is a type of file that can be created using Adobe Acrobat. This software enables business professionals to easily convert any electronic or paper document, including a web site, into a document that can be viewed using Adobe Acrobat Reader software (on a computer) or a similar application, such as ClearVue PDF on a Smartphone. Once a PDF file is created, no matter what type of system it's viewed on, it will always look the same and maintain its original formatting, fonts, and design.

To actually create PDF files on your computer, you'll need Adobe Acrobat Standard or Professional from Adobe Systems, Inc. (www.adobe.com). This is a Windows-based application that allows you to create a PDF file from virtually any application. The software is priced at $299 for the Standard edition. It's also possible, for a fee of $9.99 per month, to go online and create PDF files from your documents created with other applications. Point your web browser to https://createpdf.adobe.com/index.pl.

Transform Your Smartphone into a Text Editor with Vexxon File Editor Pro

Once you add some type of optional (portable) keyboard to your Smartphone, it becomes very practical to actually create and edit text-based documents directly on your device. You can create a document or e-mail message using Vexxon File Editor Pro (see Figure 12-2), a dynamic text editor that gives you some of the functionality you've come to expect from a full-featured word processor. The text files you create can be e-mailed, saved on your Smartphone (or on an optional SD memory card), sent to another Smartphone, or transferred to your desktop computer using ActiveSync.

NOTE

Vexxon File Editor Pro from HumanTech (www.humantech.ch/products/veditpro/) is a standalone, easy-to-use text editor for your Smartphone. It is priced at $9.99.

TEAM LinG

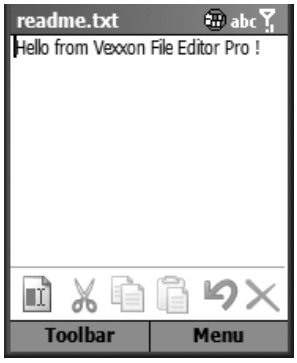


FIGURE 12-2 The Vexxon File Editor Pro software is a basic text editor for your Smartphone. It allows you to more quickly create text-based documents, especially when you use an optional keyboard accessory with your Smartphone.

With Vexxon File Editor Pro, you can create text; highlight and select words, sentences, and paragraphs; and then use the common copy, cut, paste, and undo functions. You can also create new files from scratch, edit existing files (including text-based files created on your computer), and then copy, rename, and delete files, or move them between folders.

While Vexxon File Editor Pro is certainly not a fully functional word processor, this software is ideal for composing long e-mails or lots of SMS text messages (or Instant Messages) quickly. It's also a useful tool for reviewing and editing documents created on your computer and saved as plain text (.txt) file that you transfer from your computer into your Smartphone.

The user interface and menus of Vexxon File Editor Pro are intuitive, especially if you're already familiar with how to use a basic text editor or word processor on your computer. One nice feature of this program is that it doubles as a feature-packed file management program, so you can more easily manage all types of files stored on your Smartphone (or on optional SD memory cards).

Print Files from Your Smartphone Using Jetcet Print

The Jetcet Print utility allows you to print any files or documents directly from your Smartphone. Now, you can be away from your office but still print your documents so they come out looking exactly like if you printed them from your desktop or laptop PC. All formatting is maintained. The Jetcet Print printer drivers

TEAM LinG

are based upon industry standard printer languages and provide support for select Canon, Epson, and Hewlett-Packard printers. You can connect your Smartphone to the printer using an infrared or Bluetooth connection.

NOTE

Jetcet Print from Westtek (www.westtek.com/smartphone/jetcet/) is a standalone application for your Smartphone. It is priced at $8.95. The ClearVue Suite of applications, which allows you to view a wide range of Microsoft Office files on your Smartphone and then print them using the Jetcet Print software, is priced at $29.95.

The Jetcet Print package allows printing of HTML (web pages); e-mails; e-mail attachments; images; data from Contacts, Calendar, Tasks, and so on; and Word, Excel, and Adobe Acrobat PDF files. The software also works with all ClearVue applications available for the Smartphone (sold separately).

When you select File Printing from the main Jetcet Print window, the file explorer will open and display a list of supported files that you may print. You can select a file and then select View or Print. Viewing a file will open it in the Jetcet File Viewer where you can zoom, scroll, and then print the document.

Microsoft Office Really Does Fit in the Palm of Your Hand

While the small size of the Smartphone and the lack of a built-in keyboard makes creating documents somewhat impractical, your Smartphone is an ideal tool for viewing virtually any type of document created using a Microsoft Office application (Word, Excel, PowerPoint, Outlook, Explorer, and so on). As screen sizes increase on future Smartphone models and optional keyboards become more readily available, many people will welcome the opportunity to create and edit documents on these devices.

In this chapter, you learned how to view and edit text-based documents. In the next chapter, you discover how to transfer PowerPoint presentations from your computer to your Smartphone and then view them on your Smartphone's screen. This is handy if you want to rehearse an upcoming presentation while on the go, for example, because you can view your presentation slides just about anywhere.

TEAM LinG

This page intentionally left blank

TEAM LinG

Chapter 13

PowerPoint Presentations on Your Smartphone

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

How To…

- View Microsoft PowerPoint presentations using your Smartphone
- Transfer PowerPoint presentation files from a computer to your Smartphone
- Use ClearVue presentation software on your Smartphone
- Use Pocket SlideShow software on your Smartphone

Microsoft PowerPoint is a complete presentation graphics package that is part of the Microsoft Office suite for computers running Windows. (Microsoft PowerPoint 2003 is also sold separately. MSRP: $229.00.) The program enables you to easily create professional quality presentations that can be displayed, using a variety of different media. Anyone who makes any type of presentation can greatly benefit from using PowerPoint to help communicate important information using text, graphics, animation, sound, and other multimedia elements.

What's great about PowerPoint is that if you're already familiar with how to run virtually any other Microsoft Office application, such as Word or Excel, you'll find that learning PowerPoint is a quick and easy process. Because the software offers a wide range of built-in templates to help you design the visual elements of your presentation, you don't need to be a graphic designer or artist to create something that's visually impressive.

Every day, millions of business people, salespeople, educators, presenters, and entrepreneurs use PowerPoint to create and then make a wide variety of presentations. Because what you create using PowerPoint can be displayed and shared using a wide range of media, including a computer screen, LCD projector, 35mm slides, printed materials, or through a web site, PowerPoint offers power and flexibility to meet virtually anyone's needs when it comes to writing, rehearsing, and presenting information.

As you're about to discover, the PowerPoint presentations you create on your computer can be transferred and viewed on your Smartphone's display using optional software, such as Pocket SlideShow from CNetX or ClearVue Presentation from Westtek, LLC.

Both of these programs are ideal add-on Smartphone applications if you're a PowerPoint user and want or need to rehearse an upcoming presentation while on the go. You can view the graphics and related scripts for each slide in your presentation directly from your Smartphone's screen.

TIP

For more information about Microsoft PowerPoint and to download a free trial version of this program, point your computer's web browser to www.microsoft.com/office/powerpoint.

TEAM LinG

Discover What Microsoft PowerPoint Can Do for You

PowerPoint presentations can be created, one slide or screen at a time, using the Microsoft PowerPoint software on your computer. Using PowerPoint, you can incorporate text, graphics, animations, sound, video, and other multimedia elements into each slide you create in order to communicate your information. What multimedia and graphic elements you should use as part of your PowerPoint presentations will depend on how that information will ultimately be displayed and presented to your intended audience.

For example, if you'll be creating hard copy printouts of the presentation to distribute, it's pointless to add animations and sound to your slides. If, however, you'll be making a presentation using an LCD projector that's connected to your computer, you can add a wide range of visual effects to make your presentation look more professional and visually appealing.

NOTE

In PowerPoint, a "slide" is defined as a single screen's worth of information that will be displayed as part of a presentation. One PowerPoint slide is very much like a single image (or slide) from a 35mm slide show, even though PowerPoint is capable of displaying and communicating information using a wide range of output media.

The majority of the elements you incorporate into your PowerPoint presentations can ultimately be viewed on your Smartphone once the PowerPoint presentation file has been transferred to your Smartphone using ActiveSync.

Create a Compelling Presentation Using PowerPoint

You can use PowerPoint to communicate a wide range of information. Whether you're presenting to just one other person during a meeting or you're the keynote speaker at a conference to be attended by more than 1,000 people, PowerPoint offers you the presentation tools to create, organize, and present your information in the best way possible.

Because the predefined templates bundled with PowerPoint were created by professional graphic artists, you don't have to be artistically gifted to create visually impressive slides. In addition to the templates that come with PowerPoint, additional templates can be downloaded from the Microsoft web site and/or purchased from

TEAM LinG

a wide range of other third-party companies. As you decide what information you plan to communicate using PowerPoint, it's also important to consider how the information will be displayed—on a computer screen, online via a web site, using a 35mm slide projector, using an LCD projector, through printed handouts, or even on a Smartphone's tiny display.

The presentation experts at Microsoft have developed ten steps for creating a top-notch PowerPoint presentation. Once you've created the slides for your presentation and you've written your script or related notes, you can use your Smartphone to help you rehearse and perfect your presentation from virtually anywhere. Any saved Microsoft PowerPoint presentation file can be transferred to your Smartphone with ease using ActiveSync. You can then view and rearrange the slide order of the presentation, using optional Smartphone software.

If you work with a team of people who all use Smartphones, developing and distributing a presentation specifically to be viewed by Smartphone users is also possible with PowerPoint. This can be an excellent way to quickly distribute information, such as highlights from meetings, new product information, or training sessions.

TIP

For additional help using PowerPoint and more strategies for creating a top-notch presentation, point your computer's web browser to http://office.microsoft.com/assistance/. From this web page, choose PowerPoint from the list of Microsoft Office applications.

Ten Strategies for Creating an Awesome PowerPoint Presentation

According to Microsoft's official web site for PowerPoint, the ten steps for creating a provocative and persuasive presentation using PowerPoint include:

- Use PowerPoint to communicate compelling material. Don't rely on flashy graphics and animations to make your presentation interesting. It's all about the content you need to communicate. PowerPoint is a tool to make communication more effective by supplementing the spoken work with animated and colorful text, charts, and graphics.
- Keep it simple. Use charts, graphics, and other information that's easy to understand. When displaying text on a PowerPoint slide, for example, keep each line under five words and don't use more than five lines per slide. Too many words or graphics can make your presentation cluttered and confusing. Use the professionally designed templates offered with PowerPoint to

TEAM LinG

ensure that your presentation comes out looking professional. If you're creating a presentation specifically for Smartphone users, you'll need to be conscious of the small screen the slides will be viewed on. Thus, it's important to use minimal text (and large font sizes) on each slide, in addition to using oversized graphic elements that will be easy to see on the Smartphone's display.

- Don't just read your slides when making a presentation. Use your PowerPoint slides to display important facts, figures, statistics, charts, and other important elements, and use your voice to explain what's being displayed in more detail.
- Timing is critical. By rehearsing what you have to say and truly understanding your material, you'll be able to develop natural timing for your presentation. In other words, don't talk too fast and don't show too many slides too quickly. Make sure your audience has time to hear what you're saying, read what is on your PowerPoint slides, and then digest the information.
- Avoid using too many slides. If you can sum up all of the key points in your presentation in just 10 slides, don't create 20 or more slides just to impress the audience with extra visuals. Remember that you want to communicate your message and your important information in the most concise, entertaining, and easy-to-understand way possible.
- Don't overuse PowerPoint. Because this program is so powerful, it's easy to add lots of graphic bells and whistles to make your content extremely visually stimulating. Although you have hundreds of special effects available that can be incorporated into your presentation, you don't have to use each and every one of them. Your PowerPoint presentation shouldn't distract your audience from the facts and information you're using this software to help you communicate.
- Use vibrant colors. With PowerPoint, you can use colorful backgrounds and fonts, as well as fancy graphics and a wide range of visual effects to make your information more visually interesting to the audience. Using vivid and, at times, contrasting colors can help highlight important facts and figures.
- Take advantage of images and graphics. PowerPoint comes with a large library of pre-created templates for creating professional looking presentations. In addition, you can add graphic elements and photos to further customize your slides. When appropriate, incorporate digital photographs or other graphic images (such as your company's logo).

TEAM LinG

- In addition to creating colorful slides that can be displayed on a computer screen, online, or with an LCD projector, PowerPoint also allows you to create printouts of your slides, which can be used as handouts. Many professional speakers agree that handouts are important because they allow your audience to review all of the information you present at their own pace. At the same time, however, it's a good strategy to distribute your handouts at the conclusion of your presentation, so people focus on what you're saying during your presentation.
- Edit yourself and rehearse. The best way to keep your audience's attention is to tailor your entire presentation to that audience. Focus only on information the people in your audience want and need. Edit your presentation to weed out anything that's unappealing, distracting, confusing, or not of interest to your audience. Once you've created a presentation that you're happy with, be sure to rehearse it repeatedly! Don't wing it! It's during the rehearsal process that your Smartphone can come in particularly handy.

Voices from the Community

Listen to the Geeks

Joel Evans
Job Title: Founder
Company: Geek.com

If you're looking for the latest technology-related industry news and gossip, one place to point your web browser is www.geek.com. This service covers the mobile phone, PDA, and Smartphone product categories. As "chief geek," Joel Evans gets to try out all of the latest gadgets, often before they hit the market.

"I use the SPV E200 Smartphone, which was purchased overseas, with T-Mobile as my service provider in America. I love having information that I store in Outlook appear exactly the same way on my mobile phone. The SVP E200 has a built-in digital camera, and I've found myself taking so many more pictures since I started using this Smartphone," said Evans.

Now that Evans carries his Smartphone with him, he says, "I'm far more efficient. I now have everything I need in one device that goes with me everywhere. I no longer have to say, 'Let me check my calendar' before making an appointment,

TEAM LinG

Transfer Your PowerPoint Files to Your Smartphone

Once your PowerPoint presentation is created using the PowerPoint software on your computer, you can transfer the file to your Smartphone using ActiveSync. The process for doing this is pretty much the same for any type of data file you wish to transfer from your computer to your Smartphone; however, there are some additional factors to take into account, based on what optional software you'll be using to view your PowerPoint presentation on your Smartphone.

To transfer a PowerPoint file from your computer to your Smartphone, follow these steps:

1. Begin the file transfer process by saving your PowerPoint presentation on your computer's hard drive. Make sure you know the location (the Folder name) where the file is being stored.
2. Make sure the ActiveSync software is running and there's an active link between your computer and Smartphone.
3. From the ActiveSync window on your computer, click the Explore icon. The Mobile Device folder opens (see Figure 13-1).
4. Click the Mobile Device icon to access the folders within your Smartphone. Choose the location where you'd like the PowerPoint presentation sent to. You might wish to set up a new folder for all of your PowerPoint presentations. To do this, access the File pull-down menu and select the New Folder option. Choose a name for the file, such as "PowerPoint Files" (see Figure 13-2).
5. With ActiveSync still running and the ActiveSync window still open on your PC, click the newly created PowerPoint Files folder icon to open that folder, or open the folder where you'd like to transfer the PowerPoint file(s) coming from your computer.
6. From the computer's main desktop, also access and open the folder where your PowerPoint file is currently stored on your computer's hard drive. Two windows should now be open on your desktop—one window containing the PowerPoint file from your PC and the Mobile Device window (with the appropriate folder open).

TEAM LinG

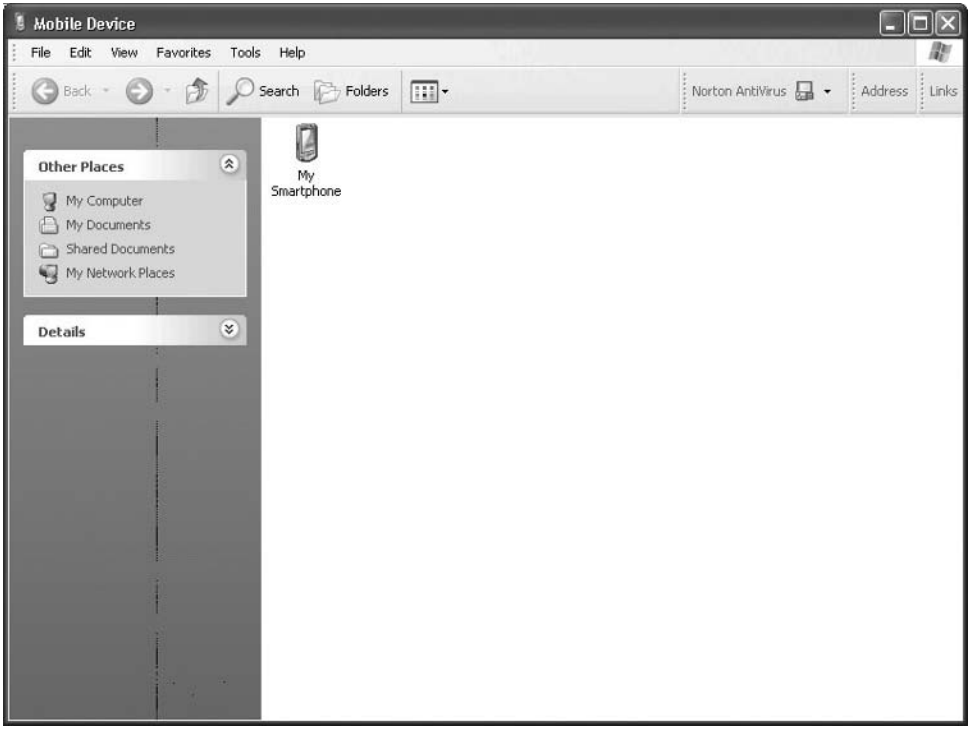


FIGURE 13-1 The Mobile Device folder can be accessed on your computer with ActiveSync.

7. Drag the icon for the PowerPoint file from the desktop computer's folder into the Mobile Device folder, called PowerPoint Files (or the folder you want the file to be transferred to on your Smartphone).
8. If you're using Pocket SlideShow, a special Slide Conversion window will automatically appear (see Figure 13-3). This will convert your PowerPoint presentation into a format that can be viewed on your Smartphone using the optional Pocket SlideShow program (described later in this chapter).
9. If you're using the ClearVue Presenter software on your Smartphone to access your PowerPoint presentation, you must first access the ActiveSync main window on your computer, select the Tools menu, and then select Options. Under the Rules tab, select Conversion Settings. Choose the Desktop

TEAM LinG

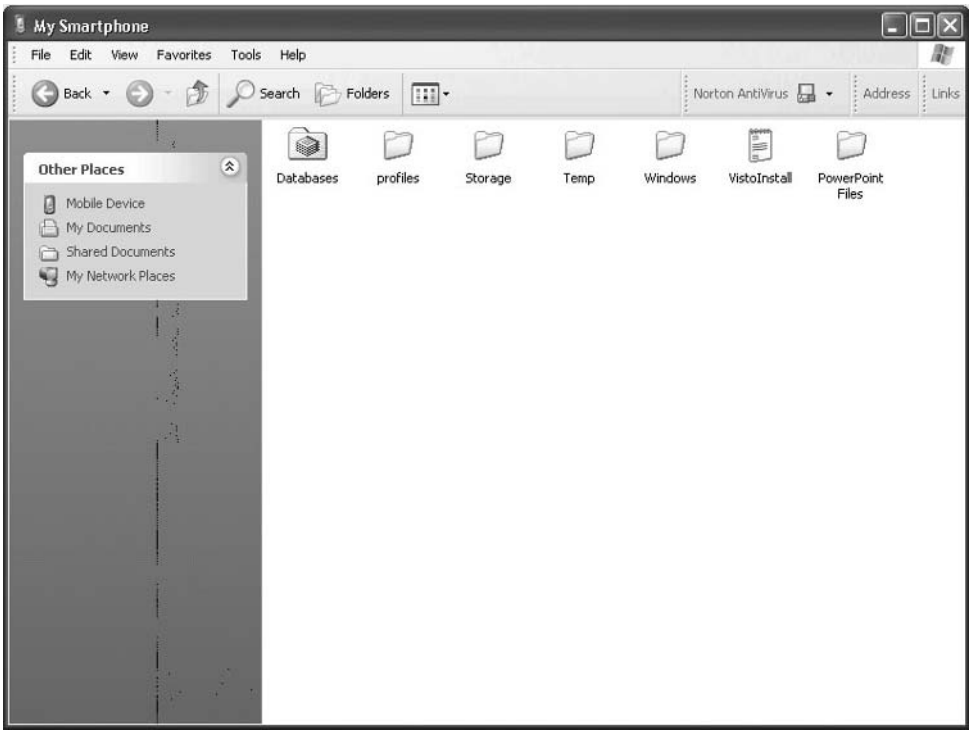


FIGURE 13-2 Create a folder on your Smartphone for your PowerPoint files. You can name the new folder PowerPoint Files.

to Device tab in the File Conversion Properties window (see Figure 13-4). Next, select Microsoft PowerPoint file type from the displayed list, and then press the Edit button. From the Convert to Mobile Device Files of the Type drop-down list, select the No Conversion option for .ppt file types, and then OK. Close the open windows, returning to the main ActiveSync window.

The PowerPoint file will be transferred and stored in the folder in your Smartphone that you specified. Now, when you run either Pocket SlideShow or ClearVue Presenter, you'll be able to open this file and view your PowerPoint presentation on your Smartphone. If you wish, you can use the File Explorer application built into your Smartphone to find and open the folder and view its contents.

TEAM LinG

FIGURE 13-3 If you've already installed Pocket SlideShow on your computer and in your Smartphone, the software's file conversion utility will automatically take your PowerPoint file and make it compatible with your Smartphone's software.

PowerPoint Presentations and Your Smartphone

As you're about to discover, with optional software it's possible to view PowerPoint presentations on your Smartphone's screen and change the order of slides in your presentation. Take a look at Figure 13-5, which shows a sample PowerPoint presentation being created on a desktop computer.

Once a PowerPoint presentation is created and saved on your computer, that PowerPoint file can be transferred to your Smartphone and viewed using an optional software package. Figures 13-6 and 13-7 show what the same sample PowerPoint presentation looks like when viewed on a Smartphone using the Pocket SlideShow software versus what it looks like on a PC.

Using the Pocket SlideShow Smartphone Software

Pocket SlideShow is a powerful, award-winning PowerPoint presentation viewer and editor for Smartphone devices. Thanks to Pocket SlideShow, you can now bring your favorite Microsoft PowerPoint presentations right in your pocket, and

TEAM LinG

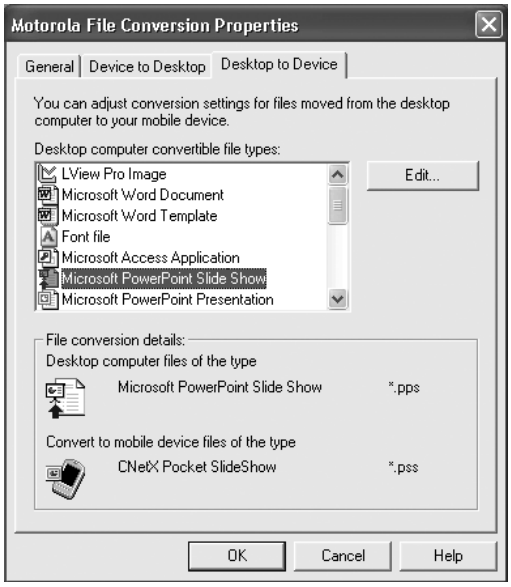


FIGURE 13-4 If you're using the ClearVue Presenter software on your Smartphone to view your PowerPoint files, you must first adjust the conversion settings in ActiveSync.

enjoy full-screen slide shows, with optimized display and animations. Pocket SlideShow has many powerful features that allow you to browse, rearrange, or even merge your PowerPoint presentations directly on your Smartphone.

NOTE *Pocket SlideShow is priced at $19.95 and can be purchased and downloaded directly from the CNetX web site (www.cnetx.com). A free trial version of the program is also available for download.*

Pocket SlideShow also includes an ActiveSync conversion filter that automatically adapts your presentations from standard Microsoft PowerPoint format (for use on a computer) to Pocket PowerPoint format (for viewing on a Smartphone), thus significantly reducing file size. File conversion is quick and easy. Simply drag your presentations from your PC to your Smartphone using ActiveSync, and the conversion filter will automatically pop up and perform the requested conversions.

Like most well-designed Smartphone applications, Pocket SlideShow is designed for effective single-handed interaction with the program. Thus, using just one hand, you can view your PowerPoint presentations in a variety of different formats, based

TEAM LinG

FIGURE 13-5 For someone who uses PowerPoint on a desktop or laptop computer, this should be a familiar screen. Here, a sample presentation was created to promote the book you're reading right now.

FIGURE 13-6 A sample PowerPoint slide displayed on a Smartphone. As you can see, the image is almost identical (albeit smaller) than the desktop computer version.

TEAM LinG

FIGURE 13-7 Check out what the sample slide looks like when displayed on a desktop computer's screen using the actual PowerPoint program.

on your personal preference and needs. For example, Slide Preview mode (see Figure 13-8) allows you to view an entire slide on the Smartphone's screen and then zoom in to view specific portions of the slide in greater detail. Press the Menu command (right Soft Key) followed by the Zoom command to get a better view of the slide.

Did you know?

Get A Closer Look At Your Slides

When viewing PowerPoint slides on your Smartphone's screen, you have several zoom options, including Best Fit, 75%, 100%, 150%, and 200%. The more you zoom in on a slide, the more detail you'll see on the screen. You will, however, be seeing a smaller portion of the overall image or slide when you increase the zoom. The Best Fit option automatically adjusts the size of the image to fit perfectly on the Smartphone's screen, while at the same time maximizing readability of text and clarity of graphic elements.

TEAM LinG

FIGURE 13-8 The Slide Preview mode of Pocket SlideShow

When using this program in Presentation Notes mode, you can review the accompanying notes or text-based scripts for each slide. This allows you to rehearse your presentation using your Smartphone.

The Slide Thumbnails mode (see Figure 13-9) allows you to view scaled-down versions of several slides at once on the Smartphone screen. This is particularly useful for changing the order of slides in your presentation and getting a quick overview of the presentation as a whole.

To get a true feel for what your PowerPoint presentation will ultimately look like when presented on a computer screen or using an LCD projector, Full Screen mode (see Figure 13-10) allows you to view each slide using a vertical orientation, so the slide utilizes the entire Smartphone screen. With this mode, you can also view the various PowerPoint animations programmed into the presentation.

FIGURE 13-9 The Slide Thumbnails mode allows you to view multiple PowerPoint slides at the same time.

TEAM LinG

FIGURE 13-10 Pocket SlideShow's Full Screen mode

The latest version of Pocket SlideShow for Windows Mobile–based Smartphones takes advantage of Microsoft ClearType technology to improve text readability on the unit's small screen. Thus, you'll be able to read text displayed in different fonts and in different sizes. The software also supports the exchange of PowerPoint presentations with other Smartphone users via infrared beaming or e-mail. This feature is ideal for quickly distributing the same PowerPoint presentation to multiple Smartphone users.

Pocket SlideShow offers the following features and functions:

- Easy PowerPoint file conversion and transfer between your computer and Smartphone via ActiveSync.
- Slide rendering and scaling optimized for your Smartphone's display.
- ClearType rendering of presentation notes for improved readability.
- The ability to adjust font size according to your preference.
- Full-screen presentation mode.
- Support for all standard PowerPoint transition effects.
- Direct output to external video cards (Toshiba Expansion Pack, Voyager VGA, Margi PresenterToGo, LifeView FlyJacket, and so on). Connecting your Smartphone to an external display or projector is something you'll be able to do with your Smartphone sometime in the future.
- Zoomable/scrollable slide preview.

TEAM LinG

- Thumbnail view to browse slides and change their order from your Smartphone.
- Editing of transition effects and slide timings from your Smartphone.
- Undo/redo of slide sorting and animation editing from your Smartphone.
- Merging slides from different presentations.
- Copying presentation notes to other documents.
- Single-handed slide browsing, using the Smartphone's 4-Way Directional button.
- Integrated file explorer to open files stored in any Smartphone data directory or on a SD memory card.
- Context-sensitive help.

While Pocket SlideShow is ideal for viewing and editing the order of slides in a PowerPoint presentation and viewing the accompanying notes or scripts, it does not allow you to edit actual slides or graphics created with PowerPoint. To utilize this software on your Smartphone, a full working version of PowerPoint must be installed on your computer.

NOTE *In the near future, it will most likely be possible to connect your Smartphone directly to an LCD projector so you can control a presentation from your Smartphone (as opposed to from a computer).*

Open and View Your PowerPoint Presentation with Pocket SlideShow

After following the steps in the earlier section for transferring your PowerPoint file(s) from your computer to your Smartphone, you can view your presentation by running the optional Pocket SlideShow software on your Smartphone.

When the Pocket SlideShow program is running on your Smartphone, click the program's Menu command (right Soft Key), and then select the Open Presentation option. Choose the folder where your PowerPoint presentation is stored (see Figure 13-11). In this example, it's in the PowerPoint Files folder.

Upon opening the folder, you'll see the filename of the PowerPoint presentation file. Using the 4-Way Directional button, highlight the file and press the Action button to load it. You'll now be able to view and rearrange your PowerPoint presentation using your Smartphone.

TEAM LinG

FIGURE 13-11 To open a presentation using Pocket SlideShow, first open the folder to which you transferred the PowerPoint file.

NOTE

As you're viewing the slides in your presentation in Full Screen mode or in Preview mode, you can use either the 4-Way Directional button to scroll through each slide or set the timer to auto-advance through the presentation, advancing each slide at a specific time interval. In Preview mode, you can view the notes or script associated with each slide. This is an excellent tool to help you rehearse your presentation.

Using the ClearVue Presentation Smartphone Software

Similar to Pocket SlideShow, ClearVue Presentation is an optional, add-on application that allows PowerPoint presentations to be transferred to and then viewed on a Smartphone's screen. This program is sold separately or as part of a suite of applications that allows you to transfer virtually every type of Microsoft Office–based file or document into your Smartphone.

NOTE

ClearVue Presentation is an optional Smartphone application developed by Westtek, LLC. The software is sold separately or as part of the ClearVue Suite, which includes applications for transferring and viewing Microsoft Word documents, Excel spreadsheets, PowerPoint presentations, PDF files, and graphic images (photos) on your Smartphone. ClearVue Suite is priced at $29.95, while the stand-alone ClearVue Presentation program is priced at $8.95. You can purchase and download the software from the Westtek web site (www.Westtek.com) or from any of the popular online-based Smartphone software retailers, such as Handango.com.

Unlike Pocket SlideShow, this software allows you to access PowerPoint presentations on your Windows-powered Smartphone without any file conversion, filters, or additional software.

TEAM LinG

ClearVue Presentation provides users with a complete mobile presentation solution while on the go. Open and view native Microsoft PowerPoint files. ClearVue Presentation includes support for the desktop Office timed transitions, custom animations, and inserted charts, graphs, text, and images. The software maintains the integrity and content of the original file. To achieve this, the PowerPoint files are *not* converted into another format (as is the case when you use a program such as Pocket SlideShow).

The drawback is that uncompressed and unconverted PowerPoint files created on your PC are extremely large, requiring 5MB, 10MB, 20MB, or more storage space on your Smartphone. Thus, to transfer PowerPoint files that haven't been compressed (required by ClearVue Presentation), you'll most likely need an optional SD memory card within your Smartphone. For example, the three-slide sample PowerPoint presentation used throughout this chapter was a 6.53MB file.

Once the PowerPoint file is loaded into the ClearVue Presentation software on your Smartphone, you have the ability to view the slides in your presentation in a variety of different modes. The main functionality of this software is similar to Pocket Slideshow.

TIP

ClearVue Presenter is provided free of charge to Samsung i600 users using Verizon Wireless. The software, along with a handful of other applications, can be found on the Verizon Wireless Extras Secure Digital (SD) memory card that came with your Smartphone. To install the program, insert the memory card into your phone and press Next (right Soft Key). Using the 4-Way Directional button, highlight the program(s) you wish to install onto your Smartphone from the SD card. Highlight each program and press the Action button to place a checkmark next to the program. Next, press the Done button (right Soft Key) to install the applications.

Because your Smartphone uses a scaled-down version of the Microsoft Windows operating system, the designers and software developers who created these phones have developed innovative ways to allow you to transfer a wide range of Microsoft Office–compatible files from your computer to your Smartphone. In this chapter, you learned how to transfer and view PowerPoint presentation files. In the next chapter, you discover how to view and manipulate Microsoft Excel spreadsheet files on your Smartphone.

The capability to take documents and files you create using Microsoft Office on your computer and transfer them to and view them on your Smartphone is one of the important features that sets your high-tech Smartphone apart from traditional cell phones.

TEAM LinG

Chapter 14

Tap the Power of Your Smartphone Overseas

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

How To…

- Use your Smartphone while traveling abroad
- Find and use Smartphone applications you shouldn't travel without
- Take advantage of useful "mobile optimized" web sites for travelers
- Charge your Smartphone overseas

Depending on the Smartphone model you use and your service provider, you may be able to take your Smartphone with you when you travel overseas and use some or all of its regular wireless voice and data communications functions. While you'll quickly rack up international roaming charges (which may or may not be worth it to you), in many cases, people will be able to reach you by dialing your regular Smartphone phone number, even if you're traveling throughout Canada, Europe, or Mexico.

In the U.S., two types of Smartphone technologies are in use—GSM and CDMA. GSM Smartphones, such as the Motorola MPx200 and MPx220 with AT&T Wireless as the service provider, are GSM phones. A GSM phone uses a SIM chip, which allows the phone to communicate with the service provider. It's this chip that remembers the Smartphone's phone number and account information, and then transfers that data to the service provider every time a call is made. A SIM chip can be replaced by the user in seconds.

NOTE

To purchase a pay-as-you-go SIM card for your Smartphone overseas, you'll need a "SIM Unlocked" GSM/GPRS-compatible Smartphone. An "unlocked" phone is one that contains no blocks in either the phone itself or on the SIM card, which means that any SIM chip (from any service provider worldwide) can be installed and used in the Smartphone. Most Smartphones now on the market are "unlocked." Contact your service provider for details about your particular model.

Another alternative for GSM/GPRS Smartphone users is to take your phone with you, but to purchase a new pay-as-you-go SIM card from a local service provider in the country you're traveling to. This is a far more economical option, but you won't be able to use your existing phone number. All of your programs and data that are stored in your Smartphone's memory and optional SD memory cards, however, will be available to you. Many countries have very economical

TEAM LinG

Did you know?

Pay As You Go in the UK

For GSM/GPRS Smartphone users who are traveling to the UK, the Orange and Vodafone services offer pay-as-you-go plans that allow you to call the United States from many European countries for less than ten cents per minute. The prices for calling within the country you're visiting are also very low. You can even purchase your new SIM card (and receive a new phone number in the country you're visiting) right at the airport, within minutes after you land, and then have access to voice communication, the wireless Web, text messaging, voice mail, and other features. For more information about Orange, point your computer's web browser to www.orange.co.uk. You can find details about what Vodafone offers at www.vodafone.com. Your best bet, however, is to visit a cellular phone store in the country you're visiting to find the best deals and to purchase a pay-as-you-go SIM card locally.

pay-as-you-go wireless plans that utilize GSM/GPRS technology. If you shop around, you'll often be able to find deals that allow you to call the United States from the country you're in for much less than using a calling card, the hotel phone, or a payphone.

One of the first things you'll notice if you visit a consumer electronics store or cellular phone store anywhere in Europe is that what's available is typically more technologically advanced than what's available in the United States. For example, there are multiple Smartphone models available overseas that are not available in the U.S. and that probably won't be released here. Your Motorola MPx200, however, generally will work overseas, whether you're an AT&T Wireless customer using the company's international roaming services or whether you choose to purchase a new pay-as-you-go SIM card in the country you're visiting.

NOTE

If you purchase a new SIM card from the Orange or Vodafone service in London and then travel to any neighboring European countries, that SIM card will work flawlessly as long as you keep recharging it (paying for additional airtime), which you can do over the phone using a credit card or by purchasing prepaid cards from any cellular phone store, gas station, or convenience store. These cards allow you to add minutes to your pay-as-you-go service with ease and are available in several denominations.

TEAM LinG

Use Your Smartphone Internationally

If you have a GSM/GPRS Smartphone, such as the Motorola MPx200 (through AT&T Wireless), you have two options if you wish to take your phone with you overseas. While all of the Smartphone's programs will run fine anywhere in the world as long as the phone is charged, if you want to make and receive phone calls or tap into the wireless Web, for example, you'll either need to utilize your service provider's international roaming services or purchase a new pay-as-you-go SIM card in whatever country you're visiting.

TIP

AT&T Wireless customers should call (800) 335-4685 (from within the U.S.) or (916) 843-4685 (from outside the U.S.) to learn more about the company's international roaming and service options. From your computer's web browser, you should also read AT&T Wireless's Wireless Travel Guide at www.attwireless/international/travelguide/.

While the service plan rates for AT&T Wireless aren't typically the most competitive in the U.S. or abroad, the AT&T Wireless service offers a wide range of international roaming options not offered by other U.S.-based service providers. For example, AT&T Wireless advertises that you can roam internationally using your Smartphone to over 140 countries worldwide and make/receive voice calls. If you're interested in tapping into the wireless Web from your Smartphone while you're overseas, that's possible from more than 60 counties using AT&T Wireless international roaming options.

NOTE

If you're a Verizon Wireless customer interested in taking your Smartphone overseas, before you leave on your trip, contact Verizon Wireless's International Traveler Customer Service department at (800) 711-8300 (from within the U.S).

For AT&T Wireless customers traveling to over 20 European countries, the company offers the AT&T Wireless Discounted International Roaming plan. For a monthly fee of $5.99, the calls you make while traveling will cost as little as $.99 per minute. This service also allows you to access the wireless Web (in countries and areas where service is available).

A similar international roaming service is also available for travelers to Mexico, India, and the Philippines, for example, through AT&T Wireless's WorldConnect plan. For $5.99 per month, plus $.69 per minute (in Mexico, for example), you can

TEAM LinG

make and receive calls using your existing Smartphone from anywhere in your destination country where service is available.

Yet another option for travelers to Canada, Puerto Rico, and the U.S. Virgin Islands is to pay an additional monthly fee of $9.99 per month, which allows you to make these countries part of your regular service plan, without having to pay long distance, roaming, or other service charges to make and receive calls.

TIP

If you're using an AT&T Wireless international roaming plan, to make a call, press and hold down the plus (+) key (the zero on the MPx200, for example) for a second or two until the plus (+) appears. Next, dial the country code, the city code, and the local number you're calling. Press the Talk button to initiate the call. This may vary, based on the country you're initiating a call from.

Smartphone Applications You Shouldn't Leave Home Without

A growing number of optional software applications for Smartphones make international travel easier. Applications such as currency converters, language translators, and city guides are all available. Plus, there are a handful of mobile optimized web sites that will help you plan your trip by tracking your flight's status and providing up-to-the-minute news and weather reports for virtually anywhere on the planet.

The following is information about a few add-on applications useful to Smartphone users who travel. All of these programs can be purchased online, downloaded to your computer, and then installed onto your Smartphone using ActiveSync. They're available from the popular online-based Smartphone software retailers.

Travel Dictionary

It's common to travel to exotic places around the world, but not be fluent in the local language. To help you to communicate better while overseas, the Travel Dictionaries from AIM Productions (see Figure 14-1) allow you to translate words and phrases from English to French, German, Spanish, Italian, Dutch, Portuguese, and Swedish, or from one of these languages back to English. Each edition of Travel Dictionary is sold separately, yet all offer the same easy-to-use interface that allows you to quickly look up and translate commonly used words and phrases.

TEAM LinG

FIGURE 14-1 Travel Dictionaries from AIM Productions allow you to translate words and phrases from English to one of seven languages (and vice versa).

NOTE *Several Travel Dictionary applications are priced at $9.99 each and available from AIM Productions (www.aimproductions.de/smart_catalogue.asp).*

Instant Immersion Spanish Phrases

This multipurpose language translator allows you to quickly and easily look up words and phrases and translate them between English and Spanish (and vice versa). You can either manually enter a word or phrase, or choose from extensive lists divided into useful categories, such as emergencies, banking, shopping, food & drink, travel, and customs. This software will help you find the words and phrases you're looking for, translate them, and help you with proper pronunciation.

NOTE *This is a language translator application developed by Town Compass, LLC (www.towncompass.com or www.pocketdirectory.com) that's priced at $9.95.*

Like all of Town Compass's database-oriented applications, this one requires the company's free DataViewer software to help you read and quickly access the information. See the company's web site for details.

2004 Terrorism Travel Guide

International and domestic air travel has become a major headache for the frequent flyer and the vacationer alike. But, you can decrease your chances of being searched

and otherwise delayed if you prepare before you travel. The Smartphone edition of *The 2004 Terrorism Travel Guide* can help by putting knowledge at your fingertips, in an easy-to-read, easy-to-search format.

NOTE *This eBook and database were developed by Town Compass, LLC (www.towncompass.com or www.pocketdirectory.com) and is priced at $9.95.*

Stephenson Strategies, a leading Homeland Security consulting firm, has compiled the *2004 Terrorism Travel Guide*, which includes two distinct databases—the international and United States editions, both of which are included with this Smartphone application.

The international edition, for example, offers the latest information about disease outbreaks, plus warnings about specific countries and worldwide warnings. This eBook/database also tells you exactly what to do in various types of emergencies. The best way to contact the State Department, make contact with family, protect your valuables, get a passport issued abroad, and deal with a lost or stolen passport are among the topics covered. Phone numbers for airlines and U.S. Embassies and consulates throughout the world are also provided.

All of this information is available from your Smartphone through a simple user interface that allows you to quickly reference only the information that's immediately relevant or of interest. If you're an international traveler, this is information you'll want at your fingertips.

Like all of Town Compass's database-oriented applications, this one requires the company's free DataViewer software to help you read and quickly access the information. See the company's web site for details.

Fizz Traveler

This world clock application is much more than a fully featured alarm clock. The program displays a large clock on the Smartphone's display, but will also let you know the time in 230 cities (or up to 56,000 cities, if you connect your phone to the wireless Web). In addition, the Smartphone will also look up and display an up-to-the-minute weather forecast for each city.

NOTE *Developed by Fizz Software, Ltd. (www.fizzsoftware.com), the Fizz Traveler application is priced at $14.99.*

TEAM LinG

In addition to the large clock display, Fizz Traveler (see Figure 14-2) also has a unique six-city world time screen, a built-in currency converter application, a tip calculator (that can be used to calculate in any currency), the ability to set alarms for any time zone (using multiple sounds), a snooze alarm feature, a general conversion module (for converting weights, areas, speed, lengths, and so on), and a built-in database of international dialing codes.

Fizz Traveler is a handy application for anyone traveling overseas, especially business travelers who need to quickly adjust to different times zones and keep track of important meetings and phone calls in multiple time zones at once.

For an additional $9.99, you can add the Fizz Weather application to your Smartphone in order to view more detailed one-, two-, or even seven-day weather forecasts for any of 56,000 cities throughout the world. This software displays weather maps and detailed forecast information by regularly accessing the wireless Web for the latest information.

John Cody's SmartTIP

Whether you're traveling overseas or across town for dinner, the SmartTIP program allows you to quickly calculate the server's tip by entering the amount of the check, the number of people in your party (if multiple people will be contributing to the check), and the tip percentage rate you'd like to pay. The total tip, as well as the tip

FIGURE 14-2 The Fizz Traveler program is extremely useful for travelers, especially those who have to deal with multiple time zones.

TEAM LinG

amount due from each person, will then be displayed on the Smartphone's screen. SmartTIP is a simple application that will take the mathematical guesswork out of calculating a tip after a meal.

NOTE *Developed by OmniSoft (www.omnisoft.com), SmartTIP is a simple and straightforward application that's priced at only $3.95.*

ListPro

Using this list management application, you can easily create detailed to-do lists on your Smartphone. For travelers, this software is particularly useful for creating a detailed packing list, keeping track of travel itineraries, and maintaining a list of things to see and do while traveling. Keeping a detailed packing list, for example, not only ensures that you don't forget anything before you leave for your trip (especially if you've packed in a hurry), it also proves extremely helpful if the airline loses your luggage and items need to be replaced.

NOTE *Developed by Ilium Soft (www.iliumsoft.com/site/lp/listpro.htm), ListPro and ListPro Professional are list management applications, priced at $19.95 and $29.95 respectively.*

ListPro and ListPro Professional (see in Figure 14-3) are powerful applications that allow you to color-code list items, prioritize list items, set related alarms, and easily keep a vast amount of information in one, easy-to-access place. As you use

FIGURE 14-3 Use ListPro to keep track of your packing lists and travel itineraries.

TEAM LinG

this program, you can also add detailed notes about each item on your list and create lists with multiple columns and, using ListPro Professional, you can synchronize your lists with information on your computer.

While you can totally customize this software, it comes with templates for more than 200 lists to help organize your life, including your travel plans.

Mobile Optimized Web Sites for Travelers

There are a wide range of travel-related web sites useful to world travelers. Because many Smartphones are capable of being your travel companion as you canvas the globe, it's useful to have instant access to information such as weather, international news headlines, airline schedules, and current dollar exchange rates.

In addition to the "mobile optimized" web sites listed in Chapter 5, the following sites are useful to travelers. You can access these sites directly from your Smartphone using the built-in web browser.

Sabre Virtually There

This web site—www.mobile3.sabremobile.com/wasapi/docs/vt.jsp?blah=blah—is free and ideal for frequent travelers. If you already have a flight booked, use the Gates & Times option (see Figure 14-4) to determine if your specific flight is operating on time, what gate it's departing from, what gate it's arriving to, and what baggage

FIGURE 14-4 Sabre Virtually There is a powerful, yet easy-to-use and totally free web site that will help make your travel planning easier.

TEAM LinG

claim area your bags can be picked up at. You'll need to enter your airline, flight number, and date of travel to obtain this information. Using this feature is much faster than calling the airline to confirm flight times or to learn about delayed or canceled flights.

Use the Flight Schedule option to select where you're traveling to and from (and when) and get a list of airlines and flights that meet your needs. From Sabre Virtually There, you can also obtain weather forecasts for virtually any city worldwide, and look up the airport and city codes that are helpful when making airline reservations or booking your travel online.

Switchboard

Using the "mobile optimized" version of Switchboard.com (http://wap.switchboard.com, see Figure 14-5), you can look up any listed telephone number for any U.S. resident (using the White Pages) or business (using the Yellow Pages), and obtain an address and detailed driving directions. You can also do a reverse phone number lookup (where you enter a phone number and the service tells you who it belongs to).

This service is ideal if you're traveling to a U.S. city and need to look up a hotel, restaurant, rental car company, tourist attraction, or business service (such as a copy/printing shop, taxi, and so on).

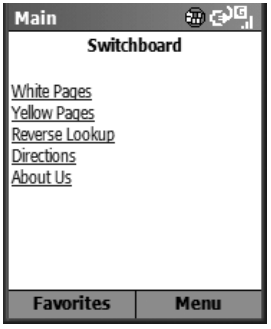


FIGURE 14-5 Find a phone number or address without having to call 411. You can then obtain detailed driving directions from wherever you are to the location you did a lookup for.

TEAM LinG

Fodors.com

The "mobile optimized" version of the Fodors.com web site (www.fodors.com/wireless/xhtml/) offers detailed city guides for every major city in the world. In addition to learning about specific destinations and what there is to see and do there, you can also quickly research hotels and restaurants.

Fodors.com (see Figure 14-6) is divided up by regions, including North America, Latin America, Europe, Caribbean, Asia, Australia, the Pacific, Africa, and the Middle East. After selecting a region, you can narrow down the search area by country or city.

BostonCoach

BostonCoach (www.fi-w.com/bch/BCHome) is a well-known limousine service that has affiliates in major cities throughout the U.S. and in more than 20 countries around the world. Using this web site, you can arrange a pickup, look up a rate, learn about available services in a specific city, and make reservations. In many locations, town cars, various size limousines, vans, and buses are available. This service caters more to business people. It is typically more expensive than hiring a local taxi.

ClubFONE Nightlife Guide

No matter where you are in the U.S., if you're looking for something to do at night, this web site (http://clubfone.com/wml/city.pl) offers some excellent suggestions.

FIGURE 14-6 Using the "mobile optimized" version of Fodors.com, you can obtain information about almost any city worldwide as well as research hotels, restaurants, and other tourist destinations.

TEAM LinG

Choose a location and learn about that area's nightlife. Included are detailed listings based on the following categories:

- Blues clubs
- Brew pubs
- Cabaret piano bars/lounges
- Café lounges
- Cigar bars
- Coffee bars
- College hangouts
- Comedy clubs
- Cool happenings
- Dance clubs
- Gay/lesbian clubs
- Jazz clubs
- Karaoke bars
- Latin clubs
- Live music performances
- Neighborhood bars
- Restaurants
- Sports bars
- Wine bars

Not all cities have listings under each category. ClubFONE is a great resource if you're not familiar with a city you're visiting and the concierge isn't available at your hotel to offer suggestions about how to spend your free time at night.

Fidelity Anywhere

When you're traveling, it's often hard to keep track of the financial markets and your investments. Using Fidelity Anywhere (www.fi-w.com/fiw/FiwHome, see Figure 14-7), you can get up-to-the-minute stock and mutual fund quotes, set alerts, and access your online brokerage account to execute trades using your Smartphone (if you already have a Fidelity brokerage account set up).

In addition to listing most of the world's major stock exchanges, you can look up individual stock and mutual fund quotes, view charts, read related news, make trades, and set alerts. If you're a Fidelity account holder, this service is an excellent resource for managing your personal portfolio online using your Smartphone.

For Charles Schwab customers, be sure to check out Schwab Wireless (http://pb.schwab.com/) for similar services.

NOTE *It's not necessary to have an account with either Fidelity or Schwab to obtain quotes and market information from these "mobile optimized" web sites.*

TEAM LinG

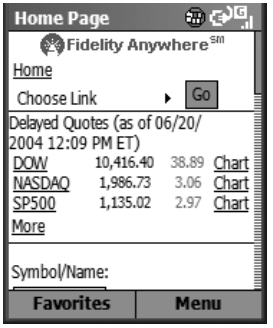


FIGURE 14-7 Fidelity Anywhere is the "mobile optimized" version of the Fidelity Investments web site, which contains a vast amount of timely financial news and information.

Keep Your Smartphone Charged While Overseas

Chances are, it will be necessary to recharge your Smartphone's battery while you're traveling overseas. The problem is that the electricity and electrical outlets in most countries outside of the U.S. are different, so you'll need to use special power adapters and in some cases a step-down transformer/converter to plug your Smartphone into an electrical outlet when you're abroad.

To recharge your Smartphone's battery overseas, you have several options.

- When you reach your international destination, purchase a charger made for your specific Smartphone that works in the country you're traveling to. You'll find, for example, that the MPx200 is available in many European countries, so finding the right charger at a European cellular phone dealer probably won't be too difficult.
- If you're using your laptop computer overseas and have already purchased international power adapters for it, you can use the Smartphone's USB Travel Charger to keep your Smartphone charged by having it connected to your laptop computer. The laptop computer must remain powered on and connected to your Smartphone (via the USB cable) to recharge your Smartphone's battery.

TEAM LinG

- Purchase a step-down transformer/converter and the appropriate power adapters for the country you're traveling to. Make sure that what you purchase is for use with consumer electronics, such as laptop computers and cellular phones. The Step Down Transformer/Converter from Brookstone ($25.00, item #223578, 800-846-3000, www.brookstone.com), for example, is a portable transformer that allows you to covert wall outlets from international 220/240-volt standard to the U.S. 110/120-volt standard. Using this type of adapter, you can plug your existing Smartphone charger into an international electrical outlet. If you fail to use the right type of power converter, you run the risk of damaging your Smartphone.
- If your trip will be short, you could bring several extra Smartphone batteries with you that you fully charge before leaving your home or office. When one battery dies, simply swap it with a fully charged battery.

TIP

Depending on where you're traveling and what hotel(s) you'll be staying at, you'll sometimes find that hotels and resorts that cater to American travelers will have 110/120-volt U.S. electrical outlets available within the hotel rooms. Contact the hotel where you'll be staying to determine if this is the case. This will eliminate the need for special adapters. The hotel's concierge will also most likely be able to help you find the appropriate adapters if you forget to bring one with you from home.

TEAM LinG

This page intentionally left blank

TEAM LinG

Part III

Expand Your Smartphone and Maximize Its Potential

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

This page intentionally left blank

TEAM LinG

Chapter 15

Smartphone Fun and Games

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

How To…

- Transform your Smartphone into a handheld gaming device
- Find the hottest new Smartphone games
- View and store digital pictures on your Smartphone
- Customize your phone with custom Home screen graphics

Everyone has at least a few minutes of downtime each day. Now, rather than waste that time, you can challenge yourself with a game on your Smartphone. You may be embarrassed to be seen with a Nintendo Game Boy Advance, but you can still enjoy a wide range of colorful strategy, action, or simulation games right on the screen of your Smartphone.

This chapter focuses on just a handful of the many games currently available or in development for your Smartphone. Also in this chapter, you'll discover how to create a digital photo album so you can keep pictures of friends and family close at hand. Plus, you'll learn more about customizing the Home screen on your phone.

Let the Gaming Begin!

Built into your Smartphone is a classic and very popular card game called Solitaire (see Figure 15-1). While this card game lacks action, it does provide unlimited replayability, an ongoing challenge, and a way to entertain yourself when it's just you and your Smartphone. You'll find Solitaire preinstalled within the Games subdirectory of your Smartphone.

Even if you don't consider yourself to be a hardcore video gamer, you may find yourself bored on occasion or in need of a little stress relief. Load a few games into your Smartphone, and you're virtually guaranteed to have more fun, whether it's during a five-minute break or a one-hour all-out gaming session.

When is the best time to play games on your Smartphone? The answer is anytime you need a break! You can play a round of poker or blackjack, beat a level of an arcade classic, or enjoy a sports simulation when you're waiting for a train as you commute to or from work, waiting for a meeting to begin (or when you're stuck in a boring meeting), as you're waiting for a delayed airplane at the airport, or while you're watching television.

TEAM LinG

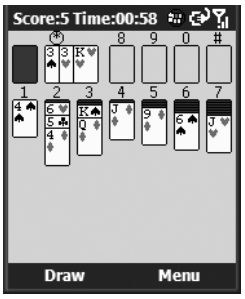


FIGURE 15-1 Solitaire is a fun and challenging card game that's built into all Smartphones. Each game you play will be totally different, so it offers unlimited replayability.

TIP

You can experience even the most exciting games in relative privacy, simply by turning off the sound on your Smartphone or plugging in stereo headphones. This makes it perfect for playing games virtually anywhere.

As you're about to discover, a wide range of games is currently available (each one sold separately) for your Smartphone. This chapter describes a sampling of the many games available. To learn more about new games, check out any of the popular online-based Smartphone software retailers. The Games and Entertainment category of the Microsoft Windows Mobile Application Catalog (www.microsoft.com/windowsmobile/catalog) is the perfect place to begin your quest for the ultimate Smartphone gaming experience.

As with the mega-popular Nintendo Game Boy Advance, the games available for the Smartphone fit into many different categories, catering to a wide range of gaming preferences. For example, there are puzzle games designed to make you think, card games, casino games, arcade classics, sports simulations, digital adaptations of popular board games, and even fast-paced and graphics-intensive action games.

Each game is sold separately and can be purchased over the Internet and transferred to your Smartphone using ActiveSync. Some games can even be purchased and installed using "over-the-air" distribution.

No matter what type of gaming experience you're looking for, programmers have been able to combine colorful graphics, stereo sound, and the buttons available on your Smartphone's keypad (including the 4-Way Directional button) to create a wide range of fun and challenging gaming experiences for people of all ages.

TEAM LinG

Check Out the Growing Library of Smartphone Games Available

The following is information about a handful of popular games currently available for all of the Smartphone models. If you're not sure what types of gaming experiences you'll enjoy, be sure to download the free demo version of a game before purchasing it. You can also try out the Solitaire game (and any of the other game titles) that came bundled with your Smartphone.

Bejeweled

Developer: Astraware
Available from: www.astraware.com/wmsp
Price: $14.95

Like most action-based puzzle games, Bejeweled is amazingly simple to play but extremely difficult to master. Once you get started, it's unbelievably hard to put down. With multiple levels of difficulty to choose from, you can select a relaxing, easy game or a frantic, timed game. As you progress to higher levels, the level of difficulty increases.

As colored gems fall from the top of the screen, your objective is simply to tap adjacent pairs of gems, swap them around, and make matching horizontal and vertical lines of three or more gems. This causes the matched-up rows of gems to disappear off the screen.

Bejeweled (see Figure 15-2) is a puzzle-type game that's suitable for all ages. It offers unlimited replayability, along with colorful graphics and sound effects. This is the type of game you can play for five minutes or five hours, without getting bored. Once you get started, you'll always want to beat your personal best score.

Cubis

Developer: Astraware
Available from: www.astraware.com/wmsp
Price: $14.95

Another action-based puzzle game for the Smartphone is Cubis (see Figure 15-3). You will need all your wits about you to solve the intricate puzzles offered by this captivating new cube-matching brainteaser. This game features eye-catching, colorful, 3D, isometric graphics and animations, in addition to music and sound effects that nicely create an all-around entertaining and challenging game play experience for people of all ages.

TEAM LinG

FIGURE 15-2 As you can see from Astraware's Website, Bejeweled is one of the best action-based puzzle games available for the Smartphone.

Cubis offers 100 levels to master, two game play modes (puzzle mode and arcade mode), multiple graphic backgrounds to choose from, and a built-in tutorial to help you get started playing. The objective is to line up and remove sets of three or more same-colored cubes from the board by matching up adjacent cubes horizontally or vertically. (Sorry, diagonal lines don't count.) Different colored cubes "fall" from the left side of the screen and must be lined up quickly, using strategies you develop on the fly.

On the screen is a Cubes To Go box, which indicates how many sets of cubes must be removed from the game screen before progressing to the next level. Cubis requires strategy and quick reflexes to master.

Blackjack SP

Developer: Implicit Software Solutions
Available from: www.implicitsoftware.com/mobile.htm
Price: $4.95

TEAM LinG

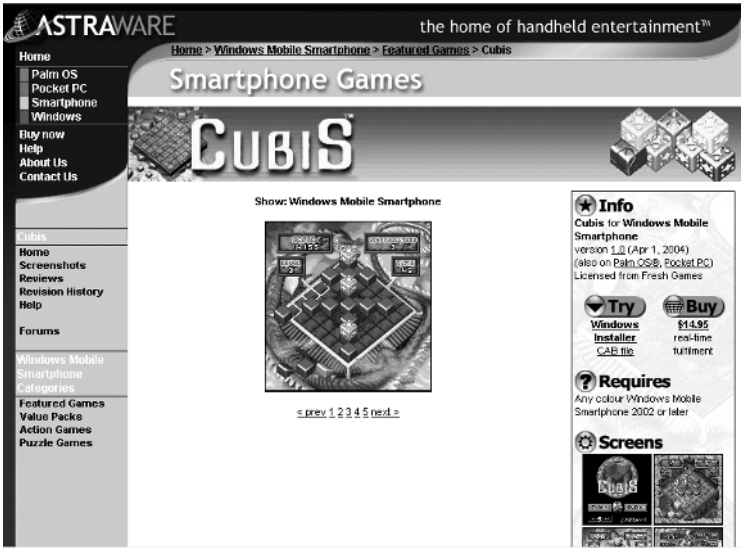


FIGURE 15-3 Cubis is another colorful, action-based puzzle game for the Smartphone.

This is a classic game of Blackjack that offers detailed graphics (see Figure 15-4). By adding a little imagination, you'll actually feel like you're in the middle of a casino. Play with one, two, or four decks, following traditional casino rules. The dealer always holds on 17, and Blackjack pays two-to-one. Use the Smartphone's 4-Way Directional button and keypad to easily navigate your way around the game screens.

Once you install Blackjack onto your Smartphone, you can enjoy a few hands in a matter of minutes or stay entertained for hours at a time as you improve your card-playing skills.

NOTE *Blackjack is just one of several casino simulation and card games available for your Smartphone. Poker, video poker, poker solitaire, bridge, slot machines, and roulette are also available from several different Smartphone software developers.*

Checkers for Smartphone

Developer: Top321 Software
Available from: www.top321.com
Price: $5.95

TEAM LinG

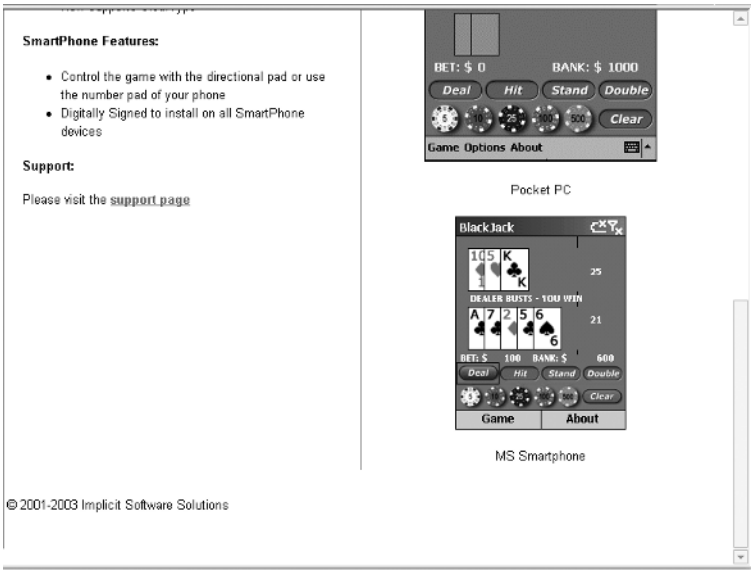


FIGURE 15-4 Carry a Las Vegas–style casino in your pocket and experience a few hands of Blackjack anytime. Check out www.implicitsoftware.com/mobile.htm to see more screenshots of this game.

When it comes to classic board games, you can't get more straightforward than checkers. It's just one of many video game adaptations of board games now available for the Smartphone. While this particular version of checkers offers just average graphics, you can't beat the price! The rules are faithful to the classic game.

Checkers for Smartphone (see Figure 15-5) is an addictive, one-player, strategy-type game that's easy to learn and that will keep you entertained for hours because every game is different.

NOTE *Top321 Software has developed a library of classic card and board games for the Smartphone. One of the company's other popular games is Reversi, which is a simple, but faithful adaptation of Othello. Check out the company's web site for details.*

IntelliGolf for Smartphone: Birdie Edition

Developer: Karrier Communications
Available from: www.intelligolf.com/dibirdiesp.html
Price: $39.95

TEAM LinG

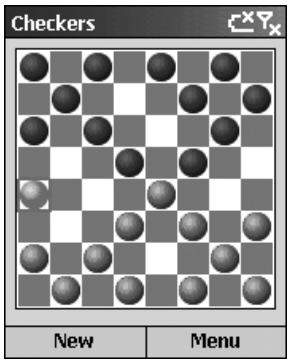


FIGURE 15-5 Checkers for Smartphone is a faithful video game adaptation of the classic board game, available for download and purchase at www.handango.com

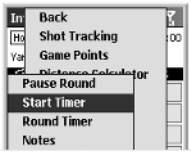
Although not a golf simulation game, IntelliGolf (see Figure 15-6) is an extremely detailed golf scorecard program designed for real-life golfers. The software keeps track of scoring, shot tracking, and side game wagers, while keeping detailed statistics for each player.

Various versions of IntelliGolf (available for PDAs, computers, and other devices) are being used by hundreds of thousands of golfers worldwide, as well as by teaching pros, college teams, and over 40 professional golfers (PGA, EGA, RCGA, and so on). The software can easily be used for reviewing practice rounds, monitoring trends, and tracking shot distances.

Use the IntelliGolf software to automate golf scoring for up to five players on your Smartphone. Track shots for every club, and then evaluate game-improving statistics and graphs. You can also keep course, round, and hole notes, just like the Pros. IntelliGolf will even add up your group's wagers using any of the 30 included side games (for example, skins, birdies, stablefords, and so on).

One of the best features of this software is that using your Smartphone's ability to surf the Internet, you can access and download details about over 19,250 signature golf courses. This allows you to automatically obtain details about each course you play on, such as hole yardage, hole handicaps, and par ratings.

TEAM LinG



6. Enter Strokes, Putts and Hole Information.

This screen is where you enter the strokes and putts for the players as well as hole yardage, par and handicap information (if you have not already done so). Everything can be entered on this screen or by selecting available menu items.

Entering the scores shown is as easy as pressing the the **4, 1, 4, 2, 5, 2, 6, 2** keys on your phone!

If you are keeping score with stableford points and you wish to "ring" a hole for a player, enter zero IntelliGolf will automatically calculate a score that results in zero stableford points.

On the first hole, press the **Menu** button and then select **More** and **Start Timer** when you tee off. IntelliGolf will automatically keep track of the elapsed time of your round in the upper right corner of the screen.

If during the round you need to edit player or game settings, press the **Menu** button and then select **More** and **Games** or **Players**..

FIGURE 15-6 IntelliGolf is a must-have Smartphone software application for all golfers (www.intelligolf.com)!

For Bluetooth-enabled Smartphones, IntelliGolf supports optional GPS receivers. Using this technology, you can easily survey and view distances from tee to green. Even if you don't own a GPS receiver, IntelliGolf will predict distances to key target locations (200, 150, 100 yard/meter markers, and to the front, back, and center of the green) from the tee box. With a GPS receiver, however, you'll be able to view GPS distances to these points, in addition to three custom points (for example, creek, sand trap, and so on) from any location on the hole. With this information, club selection has never been easier.

As an IntelliGolf Birdie edition customer, you will receive the company's Windows-based PC software. IntelliGolf tracks cumulative round statistics, print scorecards, and export round results in HTML format for posting to the Web. IntelliGolf even includes trend graphics. You can view trend lines in full color that show how your total score relates to putting, driving, and to greens hit in regulation. Now you can quickly spot areas of improvement and areas for improvement.

The IntelliGolf Birdie edition also allows you to enter your official USGA Handicap Index, EGA Index, or Handicap (for example, RCGA), or it can approximate a handicap for you. Under license from the USGA, IntelliGolf will convert your official Handicap Index to a Course Handicap, based upon its Slope rating. At the end of your round, IntelliGolf automatically computes your Adjusted Maximum Score for posting.

TEAM LinG

Imagine if you could play every hole to your full potential. IntelliGolf can help. In seconds, IntelliGolf will compare your best, average, and worst scores on each hole for a selected course. IntelliGolf also includes a putt analyzer to help you spot putting trends.

If you play golf, IntelliGolf is a "must have" application for your Smartphone. It's powerful, easy to use, and will dramatically impact your understanding of the game and improve your playing skills.

Lemonade Tycoon

Developer: JAMDAT Mobile
Available from: www.hexacto.com/game_lemonade.php
Price: $9.95

If you're a PC gamer, you've probably heard about detailed and somewhat realistic simulation games, such as the Sims, SimCity 3000, Railroad Tycoon, and Rollercoaster Tycoon. Designed for more mainstream gamers, Lemonade Tycoon is a detailed simulation that allows you to create and manage your own lemonade stand. While the game is available for a variety of different systems, including the PC, the Smartphone version of Lemonade Tycoon offers colorful graphics, as well as light-hearted game play that allows you to tap your entrepreneurial skills in a fun and challenging way.

The premise of this game is that even the simplest of business ideas can become very lucrative. With Lemonade Tycoon, you have the chance to turn a kid's activity into a serious and profitable virtual enterprise. Your objective is to start with a small lemonade stand and a few dollars in your pocket. At the start of a simulation, you'll check the latest weather forecast, try to pick the best location for your stand, tweak your lemonade recipe, set your price, and then manage your inventory.

If you properly reinvest your profits and streamline your production methods, you'll soon be able to earn a profit. If, however, you make the wrong decisions, you'll find yourself on your way to bankruptcy faster than you think.

As you begin selling your lemonade, you'll encounter multiple customer types with distinctive personalities. By building up your virtual business, you'll be able to add more stands and make a wide range of equipment upgrades in order to generate even greater profits. Lemonade Tycoon makes excellent use of the Smartphone's small screen and offers unlimited re-playability. It's a wonderful strategy-based game with a simplistic theme. The game play is intricate enough, however, to keep most adults entertained and challenged.

TEAM LinG

NOTE *JAMDAT Mobile offers more than ten Smartphone games in a wide range of categories. Check out the company's web site for details.*

PocketGrandMaster for Smartphone (Chess)

Developer: PocketGrandMaster
Available from: www.pocketgrandmaster.com/english/index.html
Price: $25.00

Based on the computer game design that finished fourth place in the World Microcomputer Chess Championships 2001, Pocket Grandmaster (see Figure 15-7) features an extremely complex engine capable of playing aggressive chess. Utilizing a database with more than 23,000 opening moves, three different chess sets and eight different chess boards, this adaptation of the popular board game offers many game play levels, including beginner/training levels and a special "hint" mode.

This version of chess is a one-player game (where you compete against a computer-controlled opponent). It takes as long to play a single game of Pocket

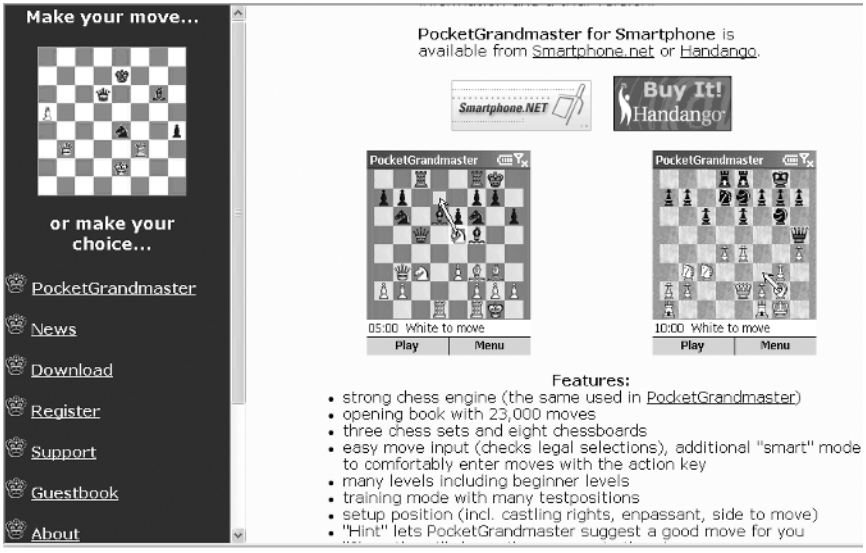


FIGURE 15-7 This adaptation of chess was created by award-winning programmers and real-life chess masters.

TEAM LinG

Grandmaster as it would to play a traditional chess game, but you can stop at any time, and then later return to a game in progress. Great attention to detail has been given by the programmers in order to create the most challenging game possible, no matter what your skill level.

If you enjoy games of strategy, Pocket Grandmaster is an excellent adaptation of chess for your Smartphone. The game is available in both English and German.

Pock-Man

Developer: Software Agency, LLC
Available from: www.PDAUtilities.com
Price: $6.99

Pac-Man has been adapted for play on the Smartphone in this unlicensed adaptation of the classic arcade game. Pock-Man (see Figure 15-8), like the original, is based around a simple concept. You control a little guy with a big mouth who runs around a maze-like board eating yellow dots, while at the same time, trying to avoid the ghosts chasing him. If you manage to reach and eat a big dot, there's always a surprise in store. This version of Pock-Man offers 25 unique game play levels and features average graphics. However, it offers plenty of action-based challenges on your Smartphone.

Pocket Stars

Developer: Nomad Electronics
Available from: www.nomadelectronics.com
Price: $14.95

While not a game per say, Pocket Stars is a portable, yet powerful, astronomy reference tool for casual stargazers and astronomers alike. Using this graphics-based software, you can access information and detailed charts relating to 9,110 stars from the Bright Star Catalog and 82 constellations.

Pocket Stars is a high-accuracy star chart and guide to the heavens, as well as a highly useful Celestial Navigation calculator. Anyone interested in astronomy will find this to be a valuable and well-designed tool. It's the perfect example of how your Smartphone can be customized to meet your particular interests and needs through the use of highly specialized software that fully utilizes the graphics capabilities and one-handed operation of the Smartphone. Designed with astronomers in mind, the web site for this software (www.nomadelectronics.com) is extremely informative.

TEAM LinG

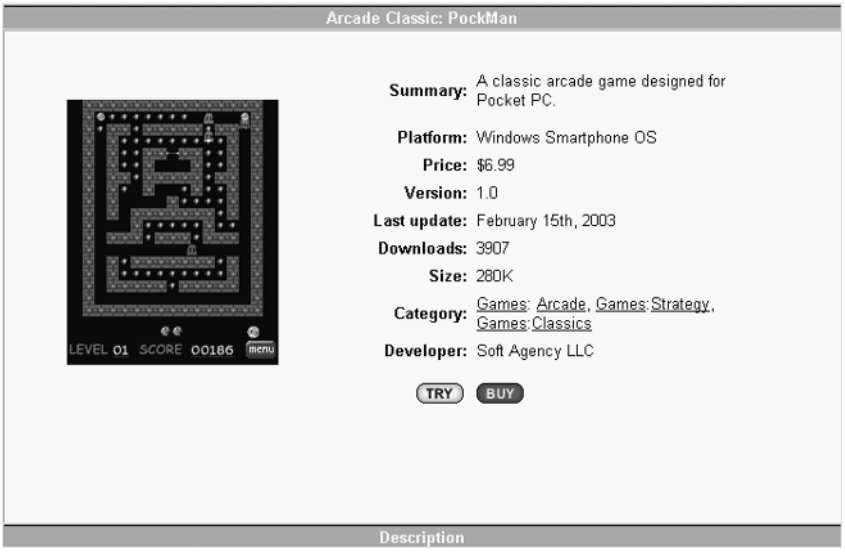


FIGURE 15-8 This is an unlicensed adaptation of Pac-Man. It's very similar, however, to the classic arcade game and equally addictive.

Smartpong 2

Developer: The MadBeetle Company
Available from: www.madbeetle.com
Price: $3.95

The arcade game that started the video game revolution was Pong. It was an ultra-simplistic digital tennis-like game. You control the horizontal motion of the paddle. Your objective is to keep a ball bouncing around on the screen as it knocks out digital blocks until the screen is clear.

This version of Smartpong (see Figure 15-9) offers 20 progressively more difficult levels. Once you get through each level, you can repeat them at greater speeds to increase the challenge. Thus, the game offers unlimited replayability. The colorful blocks explode on impact with animated graphics. Some special bricks you destroy offer their own surprises. For example, some special bricks cause bombs to drop or will temporarily shrink the size of your paddle.

You can control the onscreen action using any keys on the Smartphone's keypad, and you can pause a game and resume it anytime. Because the level of difficulty and speed always increase, the game is virtually impossible to master.

TEAM LinG

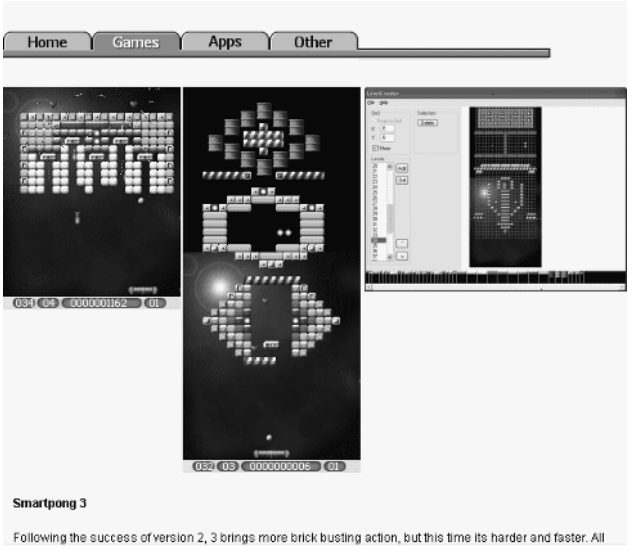


FIGURE 15-9 This version of Pong, called Smartpong, has been updated with colorful graphics and extra game play features. It's just as addictive as the classic original (www.madbeetle.com).

Trivial Pursuit

Developer: Handmark Software
Available from: www.handmark.com
Price: $19.99

The world's most popular trivia game is now available to Smartphone users. Trivial Pursuit Handheld Edition rewards the clever, while still highlighting everyone's trivia talents. The game features over 1,600 questions in six categories, including Sports and Leisure, Arts and Entertainment, History, Science and Nature, People and Places, and Wild Card.

In Classic mode, players of the board game will find comfort in its familiarity, while experiencing the benefits of automated card selection, rolls of the die, and token movement. The game's unique Flash mode offers ladder-style game play, allowing one to six players to take turns answering questions. Players move up the ladder with every correct answer. The first player to reach the top rung and answer the final questions is the winner. Play in single-player mode or against two to six opponents in local hot seat or multiplayer mode.

TEAM LinG

This is one of the first Smartphone games to utilize infrared beaming technology built into the phones. Using it, several players at once can compete, on their own Smartphone devices, in a multiplayer game. This adaptation of Trivial Pursuit is impressive, especially when compared to other Smartphone titles. The biggest drawback is the database of questions. Once you play through them all, the challenge is over.

Transform Your Smartphone into a Digital Photo Album

Eventually, when they start adding digital cameras to the latest Smartphones models, it'll be extremely easy to take photos, store and view them on your phone, or use any of the images to customize your Smartphone's Home screen display. You'll also more easily be able to incorporate Caller ID with Photos, so when someone calls, their photo will appear on your phone's display in addition to their name and phone number.

Right now, it's possible to use your Motorola MPx200 or Samsung i600 Smartphone for these purposes; however, you need a separate digital camera to take the photos, and ActiveSync to transfer your favorite digital images (photos) from your computer to your Smartphone. You'll also need to add optional software, such as SplashPhoto, to create a digital photo and view those images on your Smartphone.

The benefit, however, is that you can load a handful of images onto your Smartphone and then view them anytime. This application modernizes the concept of carrying photos of your loved ones within your wallet. Imagine, being able to open your Smartphone and show off photos of your kids or grandkids as you brag about them to friends and coworkers.

TIP

Add Caller ID with Photo to your Smartphone! Once you've loaded images of your friends, coworkers, and relatives into your Smartphone, you can use the optional Photo Contacts software from PocketX Software ($19.99, www.pocketx.net/smartphone/photocontacts.html) to "dial by picture" and have incoming calls display the photo of the caller. Using this software, you can dial a contact on the Smartphone by selecting your contact's picture, pressing the talk button, and selecting their home, work, or mobile number to call.

TEAM LinG

SplashPhoto

SplashPhoto (see Figure 15-10) allows you to view photos and digital images on your Smartphone's display. You can also organize your images and sort them by category. Images can be stored in your Smartphone's internal memory or on optional SD memory cards. The SplashPhoto application comes with a companion PC product that allows you to gather up and quickly transfer images between your computer and Smartphone. This desktop software also allows for limited photo editing, including the ability to crop, zoom, rotate, and adjust an image's contrast and brightness.

NOTE

SplashPhoto is an optional application developed by Handmark (www.Handmark.com) that allows you to transform your Smartphone into a digital photo album. The software is priced at $29.99 and is available from the Handmark web site or from any of the popular online-based Smartphone software retailers.

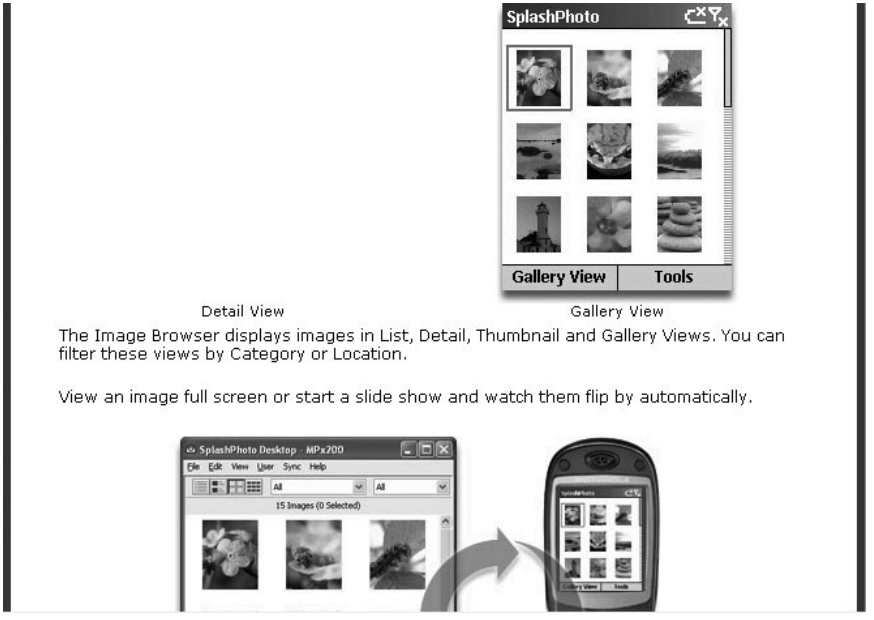


FIGURE 15-10 SplashPhoto for Smartphone is a feature-filled image viewer application.

TEAM LinG

SplashPhoto supports a wide range of digital image formats, including JPEG, TIFF, BMP, CFX, PSD, PCX, GIF, and RAB. SplashPhoto is a digital image viewer only. It does not support Caller ID with Photo.

The Resco Photo Viewer (www.resco-net.com/smartphone/smartviewer.asp) is similar to SplashPhoto (sold separately, $19.95) in that it also transforms your Smartphone into a digital photo viewer. Resco Photo Viewer (see Figure 15-11) can also be used to view PowerPoint presentation files. The software supports a wide range of digital image formats.

Customize Your Smartphone's Home Screen

Using ActiveSync, you can transfer digital photos and electronic images from your computer to your Smartphone. You can then use one of these images to customize your phone's Home screen display (using it as a wallpaper in the background).

To do this, select your favorite photo on your desktop computer. Using a photo editing program, shrink the size of the image down to the appropriate size to fit on the Smartphone's screen (176 × 200 pixels). This can be done using one of the photo image viewers described earlier in this chapter or with any photo editing software on your desktop computer.

Using ActiveSync, copy the image(s) to your Smartphone or to an optional SD memory card. From your Smartphone, access the Settings menu, and then choose Home Screen. Scroll down to the Background Image option and select the digital

FIGURE 15-11 The Resco Photo Viewer is another optional photo viewing program that offers a handful of useful features.

TEAM LinG

photo or image you'd like displayed as your Smartphone's wallpaper. This is the image that will be in the background on your main Start/Welcome screen.

From the Home Screen settings submenu, you can also adjust the layout, color scheme, and various other graphic elements that impact the overall look of your Smartphone's Start/Welcome screen.

TIP

If you'll be using a digital image from your computer as your Smartphone's Home Screen wallpaper, it will be necessary to resize the image to accommodate the size of the display. The image must be in GIF, JPG, or BPM format, with an image size of 176 × 200 pixels. You can edit a digital image using a wide range of photo editing software. For example, LViewPro ($39.95, www.lview.com) is ideal for managing, editing, and cropping images on a PC before transferring them to your Smartphone.

Voices from the Community

Use Your Phone as a PDA

Jim Edwards
Job Title: Product Marketing Manager
Company: Auriga Europe PLC

Jim Edwards invested in his Smartphone because he wanted to stop having to carry around a PDA and cell phone. Aside from utilizing the calling features of his Smartphone, it's the scheduling capabilities of the device that Edwards utilizes to help organize his professional life. "Using the Smartphone has gotten me in into the mindset of logging information and keeping more detailed records," he said.

Edwards also uses his Smartphone in his personal life as a games machine, MP3 player, and to watch videos. "I've added the Pocket TV Mpeg Player, which I think is a much better program than the Windows Media Player that's built into the Smartphone. From the Internet, I've also downloaded dozens of really good games. I was surprised how fun and engaging some of the games for the Smartphone are, even for adults," said Edwards. "I don't think people realize how powerful a Smartphone is in terms of offering powerful PDA functions. It's like carrying a small laptop in the palm of your hand."

TEAM LinG

Expand Your Smartphone with Accessories and Peripherals

Throughout this book, you've discovered how your Smartphone can be used as a powerful business tool to keep you organized (using the phone's PDA features), as a wireless communication device to help you stay in contact with the world, and even as a powerful gaming machine to entertain you. This is all done by customizing your Smartphone using optional add-on software.

In addition to software, however, there are also a handful of optional peripherals and accessories you can use with your Smartphone to further enhance its capabilities. Smartphone accessories and peripherals are the focus of the next chapter.

TEAM LinG

This page intentionally left blank

TEAM LinG

Chapter 16

Transform Your Smartphone into a Digital Music Player and eBook Reader

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

How To…

- Transform your Smartphone into a powerful MP3 and WMA player (WMA files are music, audio files that are compatible specifically with Windows Media Player.)
- Create and manage your MP3 and WMA music library
- Listen to audio books and other audio content on your Smartphone
- Download and read the latest eBooks on your Smartphone

In the last chapter, you learned how to transform your Smartphone into a handheld gaming device capable of keeping you entertained for countless hours. This chapter focuses on some of the other entertainment-oriented applications your Smartphone is capable of, including using it as a powerful digital music and audio player. You'll also learn how to download and read the latest eBooks, as well as access a wide range of text-based content using your Smartphone.

TIP

Your Smartphone is capable of storing and playing MP3s, which are compressed music or audio files that can be downloaded from the Internet or created from your personal compact disc collection (using optional software). To listen to your MP3 files on your Smartphone, you'll first need to transfer and store those files on the device, which requires a lot of storage space. Thus, it's an excellent idea to expand your Smartphone's memory by purchasing and inserting an optional SD memory card, which, depending on the storage capacity of the card, will allow you to store dozens or even hundreds of your favorite tunes, eBooks, photos, video clips, and other content. See Chapter 17 for details about optional SD memory cards available for your Smartphone.

Transform Your Smartphone into a Powerful MP3 Music Player

You probably know that it's possible to download music files from the Internet (legally or illegally) or take your favorite audio CDs and convert them into a digital format so you can listen to them on your PC or with a portable digital music player, such as the Apple iPod. Converting audio CDs into digital files is called "ripping."

TEAM LinG

Did you know?

WMA: The Alternative to MP3

Along with MP3 music files, you can listen to audio files (including music) saved in the popular WMA format, which is similar to MP3 but designed specifically for use with Windows Media Player and the Smartphone edition of Windows Media Player. For details about this file format and the Windows Media player software, point your computer's web browser to www.microsoft.com/windows/windowsmedia/default.aspx. Choose from over half a million songs in WMA format from leading secure music services, including Napster, Buy Music, Music Now, Best Buy, and many more. Microsoft Windows Media Audio (WMA) format offers more memory-efficient file compression than the MP3 format. For digital music players, including your Smartphone, the WMA file format can give you four hours of CD-quality music on one 128MB SD memory card.

Thanks to the version of Windows Media Player that's built into your Smartphone, you can easily transfer your favorite MP3 and WMA music files from your computer to an optional SD memory card that's inserted into your Smartphone and then connect a stereo headset to your Smartphone and listen to your favorite tunes. Doing this allows you to listen to CD-quality audio virtually anytime and anywhere, without having to carry around a separate digital music player or Walkman in addition to your Smartphone.

One of the biggest benefits of listening to music on a digital music player is that you can totally customize your play list. You can choose what music you want to hear and store—from a few dozen to hundreds of your favorite tunes on a single optional SD memory card that can be popped into your Smartphone in seconds. Also, on different SD memory cards, you can store different music libraries. For example, you can pop in one SD memory card containing music you enjoy listening to while working out at the gym. Another card could contain your favorite classical tunes that you listen to when you relax.

Start Listening to Music on Your Smartphone

To begin listening to music on your Smartphone, here's what you'll need:

- Your Smartphone with Windows Media Player preinstalled
- Stereo headphones (optional)

TEAM LinG

Did you know?

What's MP3 Anyway?

An MP3 (MPEG layer 3) file is an audio file that's been processed using significant compression from the original audio source with very little loss in sound quality. The version of Windows Media Player that's built into your Smartphone is capable of playing back these compressed audio files. MP3 music files are CD-quality recordings that occupy only one-tenth to one-twelfth of the file space required by the equivalent CD format. Using complex compression, all noise that is not detectable to the human ear is filtered out. A four-minute song on a traditional audio compact disc, for example, consumes about 40MB of space. An MP3 file of that same song, however, typically requires between 3MD and 4MB. This allows what would otherwise be a large audio or music file to be quickly and easily transferred over the Internet, or stored and played back using an MP3 player device, such as your Smartphone. Thus, an optional 512MB SD card (inserted in your Smartphone) could store upwards of 180 full-length, CD-quality songs.

The amount of memory a song takes when converted into the popular MP3 format is also determined by the level of compression used when the song is translated into the MP3 format. When a song is saved at a lower bit rate, the quality won't be as good, but it will be a significantly smaller file. To achieve CD-quality sound, you'll want to convert the song into an MP3 file using a 128-bit rate. For FM radio quality audio, 64-bit encoding works fine and takes much less storage space.

- An optional SD memory card (the larger the card's capacity, the more music you can store)
- ActiveSync (and an active link with your computer)
- MP3 or WMA audio files (either downloaded from the Internet or "ripped" from your own audio CD collection using optional software)

TIP

If your computer has an SD card reader, you can simply transfer the songs from your computer to the SD card and then remove the card from the reader and insert it into your Smartphone. This eliminates the need to use ActiveSync. You can purchase an external SD card reader for your computer, which uses a USB connection to link to your computer, for under $40.

TEAM LinG

NOTE

At the time of this writing, the folks at Audible.com are working on a Smartphone edition of the proprietary AudiblePlayer software (which will allow users to download and listen to audio books on their Smartphone). If you subscribe to the Audible.com service once it becomes available to Smartphone users, you'll need to download the AudiblePlayer software onto your computer and Smartphone. More information about Audible.com (www.Audble.com) is offered later in this chapter.

Create and Manage Your MP3 and WMA Music Library

MP3 and WMA files are music or audio files that have been compressed into a digital format that is easy to send over the Internet and that requires a relatively small amount of storage space per song to store on a computer's hard drive or on an optional SD memory card that's inserted into your Smartphone.

There are two primary ways to build your own MP3 or WMA music collection. You can download music (in one of these two popular formats) from the Internet or create your own MP3 or WMA files from your existing compact disc collection.

Once an MP3 or WMA file is stored on your computer's hard drive, it can be transferred to your Smartphone (and stored on an optional SD memory card that's inserted in your Smartphone) using the ActiveSync software. You can then listen to those music or audio files using the Windows Media Player software built into your Smartphone (or using add-on software, some of which is described in the Spotlight section of this book).

Transfer Music Files to Your Smartphone

The process to transfer an MP3 or WMA music or audio file to your Smartphone is virtually identical to transferring any type of data file to your Smartphone using ActiveSync. Follow these steps:

1. Insert an optional SD memory card into your Smartphone. This is where you'll store the MP3 and WMA music files, which range in size from about 2MB to 4MB each.
2. Create a link between your Smartphone and computer using the ActiveSync software.

TEAM LinG

3. From the ActiveSync main screen on your computer, click the Explore icon.
4. Click the Mobile Device icon, and then access the Mounted Volume (which is your optional SD memory card).
5. To help keep your music files organized, create one or more subdirectories within the Mounted Volume, called "MP3 Music" or "Workout Music" (as shown in Figure 16-1).
6. From your desktop, open the subdirectory on your computer's hard drive where your music files are stored.
7. Two windows should now be open on your computer's screen: the ActiveSync window displaying the Mounted Volume contents and the subdirectory on your computer's hard drive where your MP3 and/or WMA files are stored.
8. Using your computer's mouse, drag the music or audio files from the subdirectory on your computer where your music files are stored to the Mounted Volume subdirectory window (or the related subdirectory where the music will be stored on your Smartphone). The file(s) will then be transferred from your PC to your Smartphone. Depending on the size of the file, this could take one or two minutes per song. As this process is taking place (see Figure 16-2), there will be a new window that says "Copy & Convert to mobile device format."

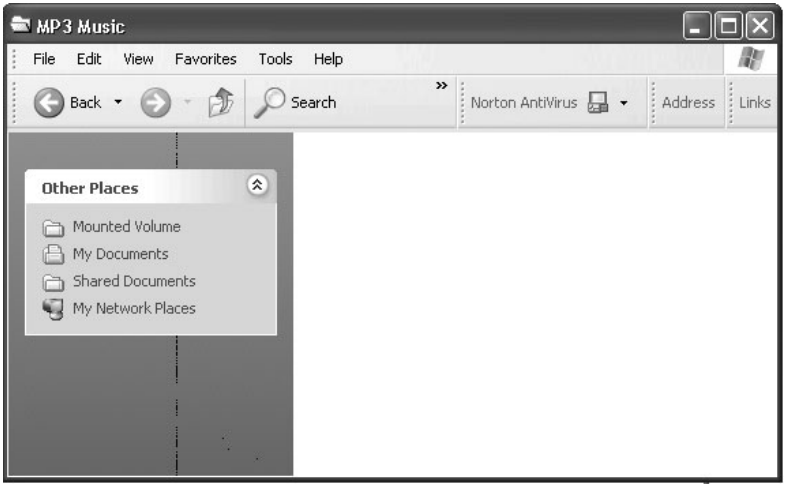


FIGURE 16-1 Use ActiveSync to open the subdirectory on the Mounted Volume (the optional SD memory card) where you'll be transferring the MP3 file(s) to.

TEAM LinG

FIGURE 16-2 After dragging the music files between windows on your computer, the ActiveSync software will automatically copy the music files to your Smartphone.

9. When the transfer process is complete, release the Smartphone from the ActiveSync connection.
10. Plug a pair of stereo headphones into your Smartphone's earphone jack. A pair of headphones probably came with your Smartphone; however, a wide range of optional stereo headphones (including headphones with noise reduction technology) can be purchased separately and used.
11. On your Smartphone, load Windows Media Player.
12. When the program is loaded, it should automatically locate the MP3 and/or WMA files stored both on your phone and on your optional SD memory card that's inserted in the Smartphone. Using the 4-Way Directional button, highlight the song you wish to hear and press Play (left Soft Key) or the Action button (see Figure 16-3).
13. The MP3 or WMA song you just transferred to your Smartphone (or the one you highlighted and selected from the Windows Media Player main screen) will now begin playing.
14. Using the onscreen Windows Media Player controls, adjust the volume or switch between tracks (see Figure 16-4). You can also adjust the volume using the volume jog dial (or volume buttons) on the side of your Smartphone device.

TEAM LinG

FIGURE 16-3 Choose the music track(s) you want to hear and play them on your Smartphone once they're stored either in the Smartphone's memory or on an optional SD memory card that's inserted into your Smartphone.

TIP

Using separate memory cards, you might want to create personal play lists for yourself. For example, one SD memory card could contain workout music to listen to at the gym, while another could contain a collection of songs you enjoy listening to on your commute to work or when you're relaxing. You can swap SD memory cards in and out of your Smartphone in seconds.

Listen to Audio on Your Smartphone

You can listen to stereo music on your Smartphone by plugging optional stereo headphones into the headphone jack of your device. Stereo headphones come in

FIGURE 16-4 Use Windows Media Player's onscreen audio controls to adjust the volume and/or switch between tracks as you listen to music on your Smartphone.

TEAM LinG

Did you know?

Using The Smartphone's Speaker Versus Stereo Headphones

Your Smartphone has a built-in speaker. However, to truly experience the CD-quality stereo music you transfer to your device, you'll want to use optional stereo headphones that plug directly into your Smartphone's headphone jack. Keep in mind that stereo headphones, like you'd use with your traditional Walkman or digital music player, are different from the optional telephone headsets that are also compatible with your Smartphone. A telephone headset is used when placing or receiving phone calls. The difference is that headphones offer stereo sound (in both ears) and no microphone, whereas a telephone headset contains a built-in microphone and is typically placed over or in one ear when making/receiving calls.

a wide range of shapes and styles. If you already have a Walkman, stereo, or digital music player, chances are you already have a pair of stereo headphones with a 3.5mm (1/8 inch) plug that will work perfectly with your Smartphone.

For the ultimate in high-end listening experiences, invest in a pair of Shure E2c noise-reduction headphones ($99.99, www.shure.com/earphones/eseries_e2c.asp), which eliminate outside noise as you listen to your favorite music. Sound-isolating earphones are a special type of earphone developed originally for musicians. They work by using soft foam or flex sleeves to seal out background noise, allowing small, high-performance micro-speakers to deliver incredibly precise sound directly to the ear. Shure now makes these professional-quality earphones available for personal use with portable audio or video devices, such as CD, MP3, and DVD players.

Bose Corporation (www.bose.com) is another company that offers high-end, noise reduction stereo headphones that can be used in conjunction with your Smartphone. Many consumer electronics or music stores offer a large selection of optional stereo headphones compatible with your Smartphone.

TIP

When selecting stereo headphones, make sure they're equipped with a 3.5mm (1/8 inch) stereo plug, which gets inserted into your Smartphone's headphone jack. This is a standard size jack for stereo headphones. You may need to purchase a special adapter for your Smartphone if its headphone jack isn't this standard size.

TEAM LinG

Download Music from the Internet

There are both legal and illegal ways of downloading popular music in MP3 and WMA formats from the Internet. Because virtually all commercially available music from your favorite recording artists and musicians is copyrighted, to legally download digital versions of this material you *should* subscribe to or access one of the many online music retailers that charge either a monthly fee or on a per-song basis to download music.

TIP

Many up-and-coming recording artists and bands offer MP3 downloads from their web sites. This is a great way to sample a wide range of new music for free. Simply visit the web site of your favorite recording artist or band and see if free downloadable music (in MP3 or WMA format) is available. Twenty-one-year-old pop/R&B singer, songwriter, and pianist Ferras is just one example of an up-and-coming artist who offers free samples of his music for download from his web site (www.FerrasMusic.com).

Services such as iTunes.com charge a flat rate per song to download music, whereas online-based services, including Napster.com, charge a flat monthly fee that allows you to legally download as much music as you'd like. These online-based pay services are alternatives to buying audio CDs from traditional music stores and then having to convert the compact discs that you own into MP3 or WMA format (which is legal, as long as you use the digital files you create strictly for your own personal listening pleasure and don't distribute the files).

NOTE

Some online-based music services, such as MP3.com, showcase music from up-and-coming artists that's available to download, free of charge. One of the best ways to find new sources of MP3 music files is to do a search on the Internet. Using any search engine (such as Yahoo.com or Google.com), enter a search phrase, such as "MP3 music."

Pay Less Than One Dollar Per Song Using iTunes.com

Literally hundreds of legal online services now sell/license popular music in digital format that can be downloaded from the Internet and loaded into your Smartphone. iTunes.com, a company operated by Apple Computer, Inc., is one such company.

iTunes.com currently offers a library of over 700,000 songs, which can be previewed, purchased, and downloaded using a computer that's connected to the

TEAM LinG

Internet. Featuring songs from major music companies, including BMG, EMI, Sony Music Entertainment, Universal, and Warner Bros, the iTunes Music Store also offers tracks from independent artists and record labels, in addition to more than 150 exclusive tracks (such as the prerelease versions of music from popular artists and dozens of out-of-print Motown singles that are being made available digitally for the first time).

The iTunes Music Store lets you quickly find, purchase, and download the music you want for just 99 cents per song. You can burn individual songs onto an unlimited number of CDs for your personal use, and then listen to songs on your PC, CD player, home or car stereo, or a digital music player.

The free iTunes software allows you to easily navigate your way around the iTunes online-based music store, preview and purchase music, and then manage your downloads. The software can be run on any PC or Mac computer. Once a music file is downloaded to your computer, the music files must be converted into the traditional MP3 format and then transferred to your Smartphone using ActiveSync.

To begin exploring iTunes online, simply point your computer's web browser to www.itunes.com, and then download the free software. All online music purchases can be paid for using a major credit card.

Access Unlimited Music for a Flat Monthly Fee Using Napster.com

It was Napster (www.napster.com) that originally helped to create the very popular illegal music downloading trend. When the company relaunched, however, it did so using a totally legal business model that allows users to pay a flat monthly fee to download as much music as they'd like from the service's large library of popular music. Downloading copyrighted music from the Internet without paying for it is technically illegal. While these totally legal services, like iTunes and Napster exist, many people still find other ways to download their favorite songs from the Internet without having to pay for them. This has created a tremendous legal issue between the music industry and the companies that offer illegal downloading of music from the Internet and consumers.

Napster provides access to over 700,000 music tracks for a monthly fee of $9.95. While you can listen to unlimited music on your computer, there's an additional per-song fee of 80 cents (for members) to transfer music files to a portable digital music player (such as your Smartphone).

TEAM LinG

The Kazza Alternative

An alternative to using one of the fee-based online music web sites to acquire MP3 music files is to use a software program and file sharing service called Kazza (www.kazza.com). The free, advertiser-supported software allows you to share (copy) MP3 music and audio files with other computer users using a computer connected to the Internet. (A high-speed Internet connection is recommended.) It is technically illegal to copy and/or distribute any type of copyrighted audio content, yet millions of Kazza users continue to utilize this type of file sharing software via the Internet.

NOTE

Copyright law protects original works of authorship, including literary, dramatic, musical, artistic, and certain other intellectual compositions. Individuals who reproduce, distribute copies, or publicly perform or display works without the copyright owner's consent, may be in violation of the law. For more information about U.S. copyright law, please visit www.loc.gov/copyright/.

Create Your Own MP3 Files from Your Existing Music Library

Using specialized software, such as the desktop computer version of Windows Media Player (or the Easy CD Creator software from Roxio, Inc., www.Roxio.com), you can take your traditional audio CDs and create your own MP3 files that can then be transferred to your Smartphone for your listening pleasure. It's a relatively quick and easy process to "rip" audio CDs and convert tracks into MP3 or WMA files using the appropriate software.

Listen to Audio Books and Other Content Using Your Smartphone

At the time of this writing, a Smartphone edition of the AudiblePlayer software (which must be used to listen to audio book files downloaded from Audible.com) is in development. This software compresses non-music audio even more than MP3 compression technology, making it easy to store full-length audio books using relatively little storage space.

Once available, subscribers to Audible.com will be able to download full-length audio books using a computer and then transfer those files to their Smartphone (which can be used as a portable listening device).

TEAM LinG

Voices from the Community

The Smartphone for Business and for Pleasure

- **Simon Desser**
- **Job Title:** Director
- **Company:** Desser & Co., Ltd.

Simon Desser is proud to say he purchased his Motorola MPx200 the very first day it was available. "I wanted one device that allowed me to do the job of several devices that I used to carry. In one small package, I have a phone, MP3 player, PDA, video game player, and web browser," he said. "In my personal life, I use my Smartphone to send and receive e-mail, surf the Internet, listen to music, and to play games."

As a business tool, Desser uses his Smartphone to keep track of his contacts, schedule, and to-do lists, all of which he keeps synchronized with his computer. "I'm far more organized than I used to be, before I started using my Smartphone," he added.

To relax, Desser listens to music. "I'm listening to far more music nowadays. I always carry my Smartphone with me and use it as an MP3 player. I have a 1GB SD memory card installed in my phone, so hundreds of my favorite songs are always available."

For fun, Desser has created dozens of custom ringtones, which he enjoys sharing with other Smartphone users. You can check out his personal ringtone collection by pointing your browser to: http://smartphone.modaco.com/viewtopic.php?t=66965.

NOTE

Audible (www.audible.com) is the Internet's largest provider of spoken audio services for download and playback on personal computers, CD, or audible-ready mobile devices, including Smartphones. The service offers more than 34,000 hours of audio programs, produced by over 135 content partners, including leading audio book publishers, broadcasters, entertainers, magazine and newspaper publishers, and business information providers. Audible is a subscription-based service, priced at $14.95 or $19.95 per month, depending on the plan you choose.

TEAM LinG

Audible.com offers a large collection of bestselling books in audio book format, as well as recordings of popular radio programs and audio versions of newspapers and magazines, all of which are available to subscribers. Using this service (and the free software provided), Smartphone users will be able to listen to audio books and other audio content using their Smartphone as a portable listening device.

Like a traditional bookstore, the Audible.com web site is divided into categories, including bestsellers, fiction, non-fiction, how-to, business, comedy, mystery, romance, and so on. There's also a periodicals and radio area, which offers content from publications including *The New York Times, The Wall Street Journal, Forbes, Fast Company,* and the *Harvard Business Review,* and programs from National Public Radio (NPR).

TIP

An alternative source for audio books that's currently available to Smartphone users is a web site called AudioBooksForFree (www.audiobooksforfree.com). Here you'll find hundreds of downloadable audio books to choose from.

Transform Your Smartphone into an eBook Reader

You can also use your Smartphone to read eBooks (electronic books). Obviously, your Smartphone's small screen size makes it less than ideal for reading full-length novels. Reading eBooks is, nevertheless, possible using your Smartphone. Using optional eBook Reader software, you can download and read a wide range of text-based content, including bestsellers, reference materials, and even the Bible.

To transform your Smartphone into an eBook reader, you'll need the following:

- Your Smartphone with optional eBook reader software installed
- An optional SD Memory Card (the larger the card's capacity, the more text or eBook titles you can store)
- ActiveSync (and an active link with your computer)
- eBook files (downloaded from the Internet)

Read eBooks with the Tiny eBook Reader Software

This is an easy-to-use, optional application that allows you to download and read a wide range of text-based eBook content directly from your Smartphone. In addition to a small fee for the Tiny eBook Reader software itself, it's necessary

TEAM LinG

to download eBook content from the Internet. There may be a per-title charge for eBooks you download. Plenty of free content is, however, available.

Tiny eBook Reader (see Figure 16-5) supports eBook files created using the popular TXT, LIT, and HTML formats. Simply copy the eBook files into the Smartphone device's My Documents folder or to an optional SD memory card, load the eBook reader software on your Smartphone, and then read the text on the phone's display. Using Microsoft Word, you can create your own Smartphone-compatible eBooks that can be read using Tiny eBook Reader. Simply save your Word documents as plain text (.txt) files using the Save As command.

NOTE

Tiny eBook Reader, from Golden Crater Software (www.goldencrater.com/software/phone/TinyReader.htm), is an optional software application that transforms your Smartphone into an eBook reader. The software is priced at $15.00 and can be download from the company's web site or from the popular online-based Smartphone software retailers. A free trial version of the software is available from the company's web site.

Web sites Offering Free eBooks

The following web sites offer eBook content compatible with the Tiny eBook Reader software. Use your computer to access any of these sites, download the eBook(s) of your choice, and then transfer them to your Smartphone using ActiveSync.

- **Project Gutenberg, http://gutenberg.net** This is the Internet's oldest producer of free electronic books. The service's collection of more than 10,000 eBooks was produced by hundreds of volunteers. Most of the Project Gutenberg eBooks are older literary works that are in the public domain in the United States.

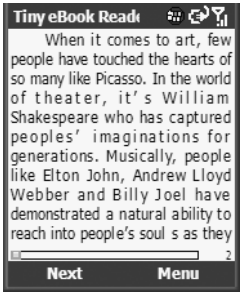


FIGURE 16-5 The Tiny eBook Reader for your Smartphone allows you to read eBooks and other text-based files with relative ease.

TEAM LinG

- **Internet Public Library, www.ipl.org/div/books** This is a service hosted by the School of Information at the University of Michigan.
- **The Online Books Page, http://onlinebooks.library.upenn.edu** Includes more than 20,000 English works in various formats. All works are free for personal, noncommercial use.
- **The University of Virginia Library, http://etext.lib.virginia.edu/index.html** This, too, is an extensive online library containing thousands of free, downloadable eBooks.

Use DataViewer to Read a Wide Range of eBook Content

DataViewer is a Smartphone eBook reader that offers its own library of optional eBook content, including a wide range of reference texts. According to DavaViewer's developer, Town Compass, "DataViewer is as convenient as a book and as powerful as a computer." Navigation is simplified by a table of contents, an index, and keyword search. DataViewer (see Figure 16-6) includes the advanced features of graphic support for enriched content presentation; font setting options; storage card compatibility; "Tap & Dial" for autodialing; Email & URL Hotlinks; Footnote Lookup for bibliographical, glossary, and definition information; database search support; and infrared beaming of the databases. Using this software, you can purchase and read a wide range of compatible eBooks and reference texts, which can be purchased and downloaded separately from Pocket Directory's web site.

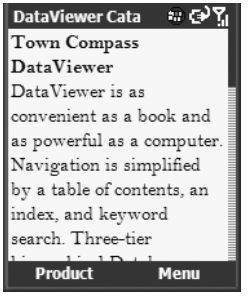


FIGURE 16-6 There is a large library of DataViewer-compatible eBook content available for purchase from Pocket Directory (www.PocketDirectory.com).

TEAM LinG

NOTE

DataViewer, developed by Town Compass and available from Pocket Directory (www.pocketdirectory.com), is a free software application that allows you to download and read a large selection of eBook content (purchased separately) on your Smartphone's display.

Popular and available reference titles that are compatible with the DataViewer software running on a Smartphone include:

- 12,000 Recipes Database
- 2004 World Almanac Handheld Edition
- BarBack Drink Guide
- Indexonly City Directories (available for over 20 U.S. cities)
- Roget's Thesaurus
- Word Book Dictionary Handheld Edition
- World Book Encyclopedia 2004 Handheld Edition

Your Smartphone Can Even Display the Bible

Pocket Directory (www.pocketdirectory.com) offers a Smartphone-compatible, eBook edition of the American Standard Version (ASV) of the Bible. Priced at $7.95, this eBook allows you to view your favorite passages by Book, Chapter, or Keyword.

Because this is a 5MB eBook, you'll probably want to store it on an optional SD memory card instead of within your Smartphone's internal memory.

New Content Is Always Being Made Available

Whether you use your Smartphone as a powerful digital music and audio player or as an eBook reader, you'll find an ever-growing library of content available. As an audio player, your Smartphone can replace your Walkman or digital music player (such as your iPod), allowing you to listen to your favorite songs anywhere and anytime, without having to carry around anything more than your Smartphone.

TEAM LinG

This page intentionally left blank

TEAM LinG

Chapter 17

Accessorize Your Smartphone

TEAM LinG

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

How To…

- Find the best accessories for your Smartphone
- Choose which accessories you should use
- Take full advantage of the accessories you purchase

In fashion, what really makes an outfit is the accessories you add. When it comes to Smartphones, the optional accessories you add may or may not improve the look of your phone, but they will definitely enhance its functionality. This chapter focuses on the various accessories available for your Smartphone.

When you purchased your Smartphone, it came with pretty much everything you needed to get the device up and running. Most Smartphones come bundled with the handset (the actual Smartphone device), a desktop cradle, an AC adapter (to recharge the phone's batteries), a USB ActiveSync cable, a basic telephone headset, stereo headphones, a battery, and perhaps an SD memory card (which came preloaded with bonus applications for your Smartphone).

Sure, you can add software to your Smartphone so it will perform a wider range of tasks, but to even further enhance the capabilities of your Smartphone and improve its functionality, you'll probably want to invest in a few optional accessories.

Whether it's a case to protect your Smartphone, an optional SD memory card, various types of chargers, extra batteries, a telephone headset, stereo headphones (for listening to music on your Smartphone), a hands-free kit for your automobile, a GPS receiver, a digital camera, or any of the dozens of other Bluetooth-compatible accessories (if your Smartphone supports this technology), the accessories you add can change the way you interact with your phone, improve its functionality, and allow you to customize the device so it better fits within your personal or professional life.

NOTE

Some accessories described in this chapter are designed for specific Smartphone models, such as the MPx200 or i600. Others will work with any Smartphone, while some are Bluetooth-compatible and will operate only on Smartphones that support Bluetooth technology (which includes the newer Motorola MPx100 and MPx220, along with many of the Smartphone devices available in Europe and other countries throughout the world).

TEAM LinG

Dozens of Smartphone Accessories Are Available

There are a wide range of Smartphone accessories now available for all of the popular Smartphone models. This section describes the types of accessories available for most Smartphones.

TIP

When it comes to some accessories—such as SD memory cards, cases, telephone headsets and stereo headphones for your Smartphone—you'll quickly discover you have dozens of models to choose from, so make your selection based on price, quality, comfort (if applicable), and functionality.

Bluetooth-Compatible Accessories

If your Smartphone is Bluetooth-compatible, which virtually all of the newer models are (such as the Motorola MPx, MPx100, and MPx220), there are literally dozens of accessories available that utilize Bluetooth technology (described in more detail later in this chapter).

External (mini) keyboards, digital camera, GPS receivers, wireless telephone headsets, and hands-free (and wireless) car kits are among the most commonly used Bluetooth accessories for Smartphones.

For more information about Bluetooth-compatible accessories, point your computer's web browser to www.bluetooth.com.

Use a Case to Protect Your Smartphone

Depending on your Smartphone model, several different cases are likely available for your device. Some cases are designed to enhance the stylish look of your Smartphone, while others focus more on protecting your phone against damage should it accidentally be dropped or splashed by a small amount of water. Cases come in leather as well as waterproof materials, and most offer a clear plastic shielding to protect your Smartphone's screen against scratches or cracking.

In addition to the Smartphone cases offered by Motorola and Samsung for their specific Smartphone models, you can find a wide range of cases for these phones, made from leather, neoprene, and other durable materials. Be sure to visit web sites that offer Smartphone accessories or use an Internet search engine (such as Yahoo! or Google) with a search phrase like "MPx200 cases" or "Samsung i600 cases," if you're looking for a new case for your Smartphone.

TEAM LinG

TIP

When choosing a case, look for one that's not just stylish but also functional. Make sure the case you choose will protect your Smartphone and that it offers a clip, so you can securely wear your phone on your belt. Ideally, you want a case that offers a custom-fit for your Smartphone model. A case should protect the phone's casing as well as the screen.

Chargers and Power Adapters

You already know the importance of keeping your Smartphone's battery charged. In addition to the AC adapter that came with your Smartphone, you can charge the unit by connecting it to your powered-on computer (via the USB ActiveSync cable), or by adding an optional vehicle power adapter (which allows you to power your Smartphone and recharge its battery from your car's cigarette lighter).

Additional AC adapters and desktop charging stands are also available (sold separately) for most Smartphones. There are even "emergency" chargers that allow you to give your Smartphone a power boost using standard AA batteries. A company called Konarka Technologies is even working on a solar-powered charging unit for Smartphones.

Digital Cameras

Some of the newer Smartphones have a digital camera built in. For example, the Motorola MPx220 has a 1.3 mega-pixel digital camera, with a 3x zoom lens and flash built into the handset. Other newer Smartphones are Bluetooth-compatible, allowing you to connect an external digital camera.

If you have one of the original Smartphone models with no built-in camera and that isn't Bluetooth-compatible, but you do have a stand-alone digital camera that utilizes SD memory cards, you can take photos with that camera, and then simply insert the SD memory card into your Smartphone to access and view your photos. Use them with various Smartphone software applications, e-mail them, and/or store them.

TIP

Once photos are in a digital format and stored on your computer, they can be sent to any model Smartphone using ActiveSync. You can then use them to create a digital photo album that gets displayed on your Smartphone's screen or to create customized Smartphone graphics (such as Home screen wallpapers). You can then use the photos with caller ID and photo applications (so that a photo of the person calling you appears on your Smartphone's screen).

TEAM LinG

Power Up with Extra Batteries

If you're on the go a lot but don't always have time or the electrical power available to recharge your Smartphone's battery, you might consider investing in one or two additional batteries and carrying them along with you (after fully charging them before you leave your home or office).

For example, each Motorola Slim Li Ion Battery for the MPx200 ($44.99, item #98582) offers 210 to 310 minutes of talk time or 70 to 110 hours of standby time. No matter which Smartphone model you own, additional batteries can be purchased separately. Some phones offer standard batteries in addition to special extended batteries, which offer even more talk time and/or standby time per charge. These extended batteries typically cost a bit more, but are worth the investment if longer battery life is important to you. Sometimes, the extended batteries are a little larger or thicker in size than standard batteries, but the slight additional size and weight is a small sacrifice for the added convenience of longer talk time when you need it.

TIP

Whenever you use a new battery with your Smartphone, make sure you take the time to fully charge it before its first use.

Avoid Getting Lost with a GPS Receiver

Never get lost again! By connecting a GPS receiver to your Smartphone and then using specialized mapping software, you can obtain detailed directions from anywhere to anywhere and have your Smartphone always know exactly where you are. If you're stuck in traffic or a road is closed due to construction, a GPS system can instantly offer alternate driving routes with the touch of a button and let you know your estimated time of arrival based on your current speed and location.

At the time of this writing, several GPS systems are in development for non-Bluetooth–compatible Smartphones. Check out Mapopolis's web site for details (www.mapopolis.com).

For Smartphones that are Bluetooth-compatible, several different companies now offer a variety of different GPS systems, including:

- Mapopolis (www.mapopolis.com)
- Pharos (www.pharosgps.com/products/bluetooth/c_bluetooth.htm)
- Socket Communications (www.socketcom.com)

TEAM LinG

NOTE

Having a GPS system in conjunction with your Smartphone is ideal for business travelers who often find themselves on trips to new cities or visiting places they're not familiar with. A GPS system can help you navigate from any airport to your hotel, and then to any business meeting in any city, and you never have to worry about getting lost.

Portable Keyboards

What sets a Smartphone apart from a Pocket PC or PDA device is that a Smartphone is designed for one-handed operation. Thus, it doesn't have a built-in keyboard. If you're using your Smartphone to create long e-mails, to send/receive a lot of text messages, or to do extensive data entry directly into your device, consider purchasing an optional (portable) keyboard.

For the Samsung i600, for example, there's the Portable Keyboard accessory ($69.99, Product ID# AKB120KLEG/STD), which is a lightweight, flexible, and portable QWIRTY keyboard that connects to the bottom of your i600.

Other portable keyboards are available for other models of Smartphones, although at the time of this writing, no keyboard is available for the Motorola MPx200.

SD Memory Cards

If you're going to be storing a bunch of optional programs, digital images, MP3 music or audio files, or other types of data on your Smartphone, you'll definitely want and need to expand your available memory by inserting an optional SD memory card (see Figure 17-1) into your Smartphone. SD memory cards are available from a wide range of manufacturers, with different storage capacities (32MB, 64MB, 128MB, 256MB, 512MB, and 1GB), and at different price points, starting at under $30 for a 32MB card.

Companies such as Kingston Technology (714-435-2600, www.kingston.com) and SanDisk USA (800-977-5427, www.sandisk.com) offer a large selection of Smartphone-compatible SD memory cards. Because these products are used by a wide range of consumer electronics devices, such as Smartphones, PDAs, and digital cameras, they're readily available from consumer electronics retailers, office supply superstores, the manufacturers' web sites, and many online-based retailers.

All SD memory cards are compatible with your Smartphone, no matter what company they're manufactured by. Thus, you're free to use SD cards manufactured by Kingston or SanDisk, interchangeably.

TEAM LinG

FIGURE 17-1 512MB SD memory card from Kingston Technology

Check Out How Much Data an SD Memory Card Can Hold

With SD memory cards offering many different storage capacities, what capacity card should you invest in? Well, it all depends on what type of data you'll be storing on your Smartphone. Larger files, such as MP3 audio files, take up a lot of

Did you know?

The History of SD Cards and How They Work

SD (Secure Digital) memory cards were introduced in 2001, and have already seen major technological advances. These plug-and-play memory cards have no moving parts. Thus, they're not subject to mechanical failure, like a computer's hard drive. Each card is designed to store your data for at least ten years and last for at least 300,000 write cycles. The latest technological advances with SD memory cards allow data to be transferred to and from your Smartphone faster, and the cards have even greater capacities. The cost of this technology is also dropping. Even 1GB SD memory cards are becoming extremely affordable, which allows Smartphone users to store literally hundreds of their favorite MP3 files, on a single card. An optional SD memory card can be inserted into or removed from your Smartphone in a few seconds. There's no preformatting required.

TEAM LinG

storage space. So, if you want to carry around a few dozen or even several hundred songs with you, you'll need a larger capacity card.

For example, the average song is about four minutes in length. The following table shows how many four-minute songs (in MP3 format) you could store on a single SD memory card, based on the card's capacity. These figures will vary depending on the data compression used to create the MP3 files and the length of the actual songs.

SD Memory Card Capacity	Approximate Storage Capacity, Based Upon the Number of Four-Minute MP3 Files an SD Memory Card Can Hold
32MB	8
64MB	16
128MB	32
256MB	64
512MB	128
1GB	256

Enjoy Your Music with Stereo Headphones

Because your Smartphone can be used as an MP3 player, consider adding high-end stereo headphones to your device so you can enjoy the highest quality music possible.

Any stereo headphones with a standard 2.5mm stereo plug will work nicely with your Smartphone. If you already have a Walkman, Discman, or other portable audio device or MP3 player, the headphones you already use will most likely work fine with most Smartphones. Depending on the size of the headphone jack built into your Smartphone, you may also need a special adapter to use stereo headphones with your Smartphone model. See your phone's owner's manual for details.

As you learned in Chapter 16, however, you can invest in a wide range of noise reduction headphones to further enhance your listening pleasure, especially if you'll be listening to your music in noisy places, such as on airplanes or at a health club while working out. For example, the Shure E2C Noise Reduction Stereo Headphones (see Figure 17-2) are high-end headphones that can be used with your Smartphone.

Telephone Headsets Make Chatting on the Phone More Convenient

A telephone headset allows you to speak on your phone without having to hold the handset up to your ear as you speak. Especially if you're using Microsoft Voice Command with your Smartphone, a headset allows for safer, hands-free

TEAM LinG

FIGURE 17-2 The Shure E2C Noise Reduction Headphones offer a 2.5mm stereo plug that fits perfectly into your Smartphone's headphone jack.

communication while you're driving, and it offers added comfort. There are literally hundreds of telephone headsets on the market that will work with your Smartphone (even more if your Smartphone is Bluetooth-compatible).

Plantronics (www.plantronics.com) and JABRA (www.jabra.com) are two companies that offer telephone headsets in a variety of styles. One common style

Did you know?

Transforming Your Smartphone into A Digital Music Player

To transform your Smartphone into an MP3 music player, you'll need your Smartphone, the Windows Media Player software that came installed in your device (or optional MP3 music player software), an optional SD memory card, MP3 music files (which can be transferred from your computer using ActiveSync), and stereo headphones. You can, of course, listen to MP3 audio files using your Smartphone's built-in speaker, but you won't hear the true stereo sound of the music, nor can you boost the volume too loud. With the software and accessories listed, your Smartphone can be transformed into a powerful MP3 player with similar functionality of an Apple iPod. See Chapter 16 for more details about how to use your Smartphone as an MP3 player.

TEAM LinG

of telephone headset is an "ear bud" design (see Figure 17-3), which refers to a small, discreet headset with a speaker that fits in the ear and the microphone positioned along the cord.

For a listing of headset-related terminology that will help you buy the best model to meet your needs, point your computer's web browser to www.plantronics.com/north_america/en_US/hot_topics/articles/20030801.jhtml. If your Smartphone is Bluetooth-compatible, the biggest advantage of a Bluetooth headset is that they're wireless. There is no cable that connects the Smartphone to the earpiece/microphone of the telephone headset (see Figure 17-4). This offers added convenience and comfort and a more high-tech and stylish design.

TIP

When shopping for a telephone headset, keep in mind that you typically get what you pay for. Higher priced headsets offer noise canceling microphones and better earpieces (speakers) so the people you're speaking with will hear you better (and you'll hear them), even if you're outside or in a noisy environment. A good quality telephone headset will cost at least $40. As you choose your headset, focus on comfort, design, and quality.

Sync Up with a USB Cable

Your Smartphone came bundled with a USB cable, designed to connect your Smartphone to your computer via its USB port in order to utilize ActiveSync. There are optional cables, however, that offer added convenience and functionality.

FIGURE 17-3 The Plantronics M40 Series telephone headset offers a popular "ear bud" design.

TEAM LinG

FIGURE 17-4 The Plantronics M3000 series Bluetooth-compatible telephone headset is wireless and offers a sleek, high-tech design.

The miniSync cable from BoxWave ($14.95, www.boxwave.com) is designed with portability in mind and offers a retractable cable for added convenience, and you can use it to both sync and recharge your Smartphone.

Versions of miniSync (see Figure 17-5) are available for virtually all of the popular Smartphone models available in the U.S. and Europe. By adding various adapters to this accessory, you can use it to recharge your Smartphone using an electrical outlet, your car's cigarette lighter, or even standard AA batteries.

FIGURE 17-5 The miniSync cable from BoxWave is an optional accessory that replaces the USB ActiveSync cable that came with your Smartphone.

TEAM LinG

NOTE

Most Smartphone models offer a desktop cradle with a USB cable built in. Your Smartphone gets inserted into the cradle (sometimes called a docking station), and the opposite end of the USB cable gets inserted into your computer to use ActiveSync. As long as your computer is powered on and connected to your Smartphone, you can also charge your Smartphone while it's inserted in the cradle. For added portability and convenience, some Smartphones offer an optional "travel" USB sync cable, which eliminates the need for a docking station.

Look, No Hands! Add a Vehicle Hands-Free Kit to Your Car

Using this type of accessory, you can connect your Smartphone directly to your vehicle for hands-free, speakerphone (or headset) operation. Some vehicle hands-free kits require installation. All vehicle hands-free kits come with a bracket to hold your phone (you attach it to your car's dashboard, for example) and a way to connect a microphone and a speaker. In some situations, the hands-free kit gets connected to your car stereo's speakers and gets integrated with your car's stereo system. Thus, when a call comes in (or you make an outgoing call), the car's radio or CD player automatically mutes. The configuration and functionality of vehicle hands-free kits vary by model and manufacturer.

Find the Best Accessories for Your Smartphone

As you're about to discover, your Smartphone manufacturer offers a wide range of accessories specifically for your Smartphone model. There are also countless third-party manufacturers offering even more accessories that are compatible with your Smartphone.

TIP

To learn what types of first-party accessories are available for your Smartphone model, visit the phone manufacturer's web site or your service provider's web site.

Some of the best places to find Smartphone accessories include the following:

- Your Smartphone manufacturer's web site or an authorized dealer.

TEAM LinG

- Motorola's web site for ordering accessories is located at http://commerce.motorola.com/consumer/QWhtml/home.html. You can also call Motorola's accessory department at (866) BUY-MOTO. From Motorola's online store (see Figure 17-6), you can purchase genuine Motorola Smartphone accessories.
- For Samsung accessories, point your computer's web browser to www.samsungusa.com.

- The Internet (visit online-based cellular phone and accessory retailers). A few excellent online retailers for Smartphone accessories include:
  - Mobile Planet (www.mobileplanet.com)
  - SmartphoneAddOns (www.shop.smartphoneaddons.com/index.php)

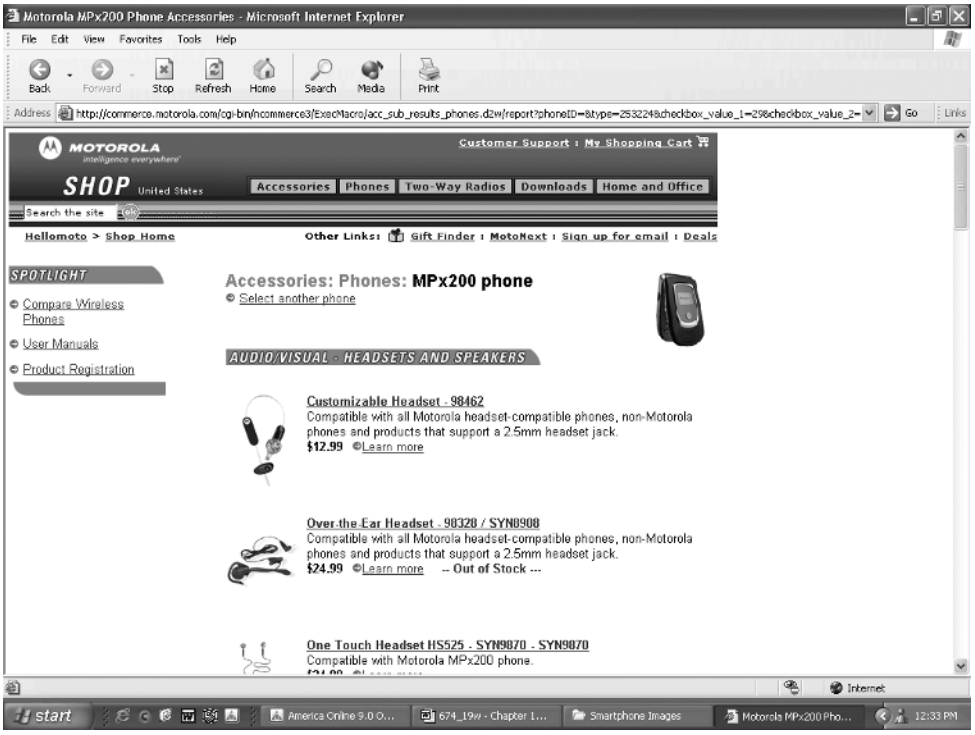


FIGURE 17-6 From the Motorola online store, you can purchase genuine Motorola accessories for your Motorola Smartphone.

TEAM LinG

- Your Wireless Source (www.yourwirelesssource.com)
- MySmartPhone (www.mysmartphone.com)
- Hello Direct (www.hellodirect.com)

- Any consumer electronics or office supplies superstore (Best Buy, Circuit City, OfficeMax, Staples, and so on)

TIP

Another excellent resource for finding news and information about Smartphones and accessories is an online newsletter called Mobile Gadget News (http://mpx200.org/index.php).

- Your cellular/data service provider
  - AT&T Wireless (www.attwireless.com)
  - Cingular (www.cingular.com)
  - Orange UK (www.orange.co.uk)—European service provider
  - Sprint PCS (www.sprintpcs.com)
  - T-Mobile (www.t-mobile.com)
  - Verizon Wireless (www.verizonwireless.com)
  - Vodafone (www.vodafone.co.uk)—European service provider

Voices from the Community

Smartphones Up North

Mathew Miller
Job Title: Senior Engineer
Company: The Glosten Associates

As a Washington state resident, Matthew Miller is one of many Smartphone users who decided to purchase a Smartphone model from overseas (the Orange SPV E200) that isn't available in America. He then purchased a SIM card from T-Mobile, a U.S.-based service provider and can use his phone throughout the United States. He did this because when he purchased the phone in December

TEAM LinG

2003, he immediately wanted Bluetooth compatibility in order to use a GPS system with his Smartphone and have access to a built-in digital camera.

"I use the Mapopolis mapping software with a Bluetooth-compatible GPS device and my Smartphone so I can find my way around. The built-in digital camera is perfect for taking candid photos of my three daughters and posting them on the Web as part of my personal photo blog," said Miller, who also uses the RepliGo software so he can transfer Word documents from his computer to his Smartphone, then read them while on the go.

"When it comes to surfing the Web with my Smartphone, I have found that the Handmark Express service is the most convenient for quickly gathering news, sports, movie information, and other content without having to visit multiple sites using Internet Explorer," he added.

One of the features Miller likes about his Smartphone is the quick dialing feature. "You can start dialing a number or entering a name, and the complete number and/or name comes up on the screen if it's already in your Contacts list. I love the fact that my Outlook data can so easily be synced up between my Smartphone and computer. I've tried doing this with other devices, but the Smartphone makes the syncing process so much easier."

TIP

Just like anything else, prices for Smartphone accessories vary dramatically. Be sure to shop around for the best deals. You'll often find the same accessories for less money if you shop from reputable online retailers that specialize in Smartphones and Smartphone accessories.

Discover the Power of Bluetooth

In a nutshell, Bluetooth is the latest "cable replacement technology" being incorporated into a wide range of computers and technological devices, including Smartphones. A Bluetooth chip is designed to replace cables by taking the information normally carried by the cable and transmitting it at a special frequency to a receiver Bluetooth chip, which then gives the information received to the computer, Smartphone, or other device.

According to the official Bluetooth web site (www.bluetooth.com), "Wireless is a desirable product feature in consumer and industrial products worldwide. Yet, there is no single wireless solution. Wireless is deemed appropriate based on range, throughput, speed, power consumption, adaptability and ideas. Bluetooth wireless

TEAM LinG

technology is the most robust, most versatile wireless technology in existence. Its short range enables a 'Personal Area' network for individuals, machines, employees, and customers."

Virtually all Smartphones being introduced in late 2004 and 2005 offer Bluetooth compatibility and functionality. This allows a wide range of wireless cellular phone accessories, such as telephone headsets, keyboards, printers, GPS systems, bar code scanners, and external digital cameras, to be used with Smartphones easily, with no cumbersome cables, no difficult installation issues, and no compatibility problems.

With so many new types of accessories now compatible with Smartphones, it's up to the software developers to decide how this technology will be utilized to create new ways for Smartphone users to tap the power of their wireless communication devices.

In late 2004 and throughout 2005, a wide range of innovative Bluetooth-compatible products and accessories are being released that will greatly enhance the functionality of popular Smartphones.

TIP

If you're choosing to upgrade to a Windows Mobile Smartphone, seriously consider selecting a model that offers Bluetooth compatibility to ensure that you'll be able to use your device with a wide range of accessories.

TEAM LinG

Index

Symbols

(pound key)
  effect of, 16–18
  using with Calculator application, 226
* (star key)
  effect of, 16–17
  using with Calculator application, 226
. (dot), adding with Inbox application, 146
@ (ampersand), adding with Inbox application, 146

Numbers

"1," entering before area codes, 62
1-9 buttons, letters corresponding to, 16
1-(800) Mobiles, web address for, 16
3Gupload, obtaining ringtones from, 70
4-Dimensional Time Management program, features of, 209–210
4-Way Navigation key
  deleting applications with, 178–179
  description of, 10
  effect of pressing, 67, 77
  features of, 13
  using to set up POP3 e-mail accounts, 134
  using with Connectedbits.com Weather for Smartphone Edition, 125
  using with Inbox application, 143, 147
  using with MapQuest, 105
  using with MSN Hotmail, 142
  using with MSN Messenger, 155
  using with Pocket SlideShow, 266–267
  using with SMS text message, 149
  using with Wall Street Journal, 114
*67, effect of, 66
*71, effect of, 65
#84 SEND option, effect of, 68
110/120-volt electrical outlets, availability overseas, 283
#121, effect of dialing, 77
411 Information
  adding to service plans, 49
  alternatives to, 41
  cost-efficient use of, 42
  features offered by, 77
2004 Terrorism Travel Guide, features of, 275

A

ABCNews.com, features of, 111
Abidia Wireless Smartphone Edition, using for online auctions, 115–116
About screen, displaying, 181
AC adapters, types of, 328
accessories
  adding to Smartphones, 30
  batteries, 329
  Bluetooth-compatible accessories, 327
  cases, 327–328
  chargers and power adapters, 328
  digital cameras, 328
  finding, 336–339
  GPS receivers, 329–330
  hands-free kits, 336
  headsets, 324–334
  portable keyboards, 329
  SD memory cards, 330–332
  stereo headphones, 332
  USB cables, 334–336
  using, 35
  web sites for, 75
Accuweather.com Wireless, features of, 123–124
acting on tasks, relationship to time management, 209
Action button, location of, 10
activation fees, explanation of, 51
active links, highlighting, 103
ActiveSync
  alternative to, 195
  backing up Smartphones with, 179–180
  configuring for wireless infrared ports, 172
  default connection for, 173
  determining latest version of, 166
  disabling file conversion utility in, 239
  exploring Smartphones with, 177
  features of, 23–24
  getting help with, 171
  installing on computers, 165–166
  installing software with, 173–177
  as memory-resident program, 167
  restoring data with, 180
  using infrared connections with, 171
  using to transfer music files to Smartphones, 312
  using to transfer PowerPoint files, 257
  using with Outlook 2003, 211–216
  versus Wireless Sync, 199
ActiveSync conversion filter, using with Pocket SlideShow, 261
adapters, using overseas, 283
Add button, using with favorite links, 86
Add Favorite command, using with web pages, 88
Add Favorites screen, displaying, 85

Copyright © 2004 by The McGraw-Hill Companies. Click here for terms of use.

Add Folder command, accessing, 86
Add Speed Dial option, explanation of, 68
Add Voice Tag option, explanation of, 68
Address bar in Explorer, entering URLs from, 82–84
Address Bar/Go To command, using with web pages, 88
addresses, entering in MapQuest, 105–106
Adobe Acrobat .PDF files, viewing with ClearVue PDF, 246–247
AIM (AOL Instant Messenger)
  effect of subscribing to, 154
  explanation of, 55
  web address for, 153
AIM Productions, web address for, 175
airtime per minute, significance of, 52
ALL-Backup, backing up data with, 196–197
ALL-Calculator application, features of, 227–228
alphanumeric text, entering, 15
Amazon.com, features of, 117–118
ampersand (@), adding with Inbox application, 146
anytime minutes
  advisory about use of, 47
  avoiding overuse of, 72
  explanation of, 44, 52–53
AOL (American Online) e-mail accounts, accessing, 143
App Install screen, displaying, 176
applications. *See also* Smartphone applications
  deleting, 177–179
  downloading and installing, 175–177
appointments
  deleting from Calendar program, 19
  entering, 20–22
  tracking with Calendar program, 18–22
area codes, entering, 62
arithmetic functions, performing with Calculator application, 226–227
ASAP, explanation of, 159
A/S/L, explanation of, 159
asterisk (*)
  effect of, 16–17
  using with Calculator application, 226
astronomy reference tool, Pocket Stars, 298
AT&T Wireless. *See also* mMode
  contacting, 43
  international roaming plan offered by, 273
  mMode plans available from, 45
  Office Online feature available from, 197–198
  Search and Spotlight options available from, 104
  setting up POP3 e-mail accounts for, 132
  VoiceInfo feature offered by, 77
  web address for, 338
  Wireless Travel Guide, 272
  WorldConnect plan, 272–273
auction web sites, advisory about, 104. *See also* online auctions
Audible, web address for, 319
AudiblePlayer software, availability of, 311, 318
audio books, listening to, 318–320
audio files
  listening to, 314–315
  sharing through Kazza, 318
AudioBooksForFree, web address for, 320

B

Back key, effect of, 10
background images, placing on Home screen, 26
backing up
  with ALL-Backup, 196–197
  to memory cards, 34
Backup option, using with ActiveSync, 179–180
batteries
  connecting to handsets, 7
  recharging while overseas, 282–283
  types of, 329
Beam Contact option, explanation of, 69
Bejeweled game, description of, 290–291
Best Fit zoom options, using with PowerPoint slides, 263
Best Sellers, reviewing on Handango web site, 120
BFN, explanation of, 159
Bible eBook, obtaining, 323
billing cycles, explanation of, 51
Bills & Reminders, features of, 229–230
Blackjack SP game, description of, 291–292
Block command, using with MSN Messenger, 155
Bluetooth
  power of, 339–340
  using with E200 Smartphone and Orange, 78
Bluetooth headsets, advantage of, 334–335
Bluetooth-compatible accessories, examples of, 327
Bluetooth-enabled Smartphones, playing IntelliGolf on, 295
books, ordering from Amazon.com, 117–118
BostonCoach application, features of, 280
Box Office Hits screen, displaying in Yahoo! Movies, 108
browser software. *See also* Explorer browser
  customizing, 89
  future of, 99
  Handmark Express PageOne, 97
  Sunnysoft World Off-Line for Smartphone, 98
  ThunderHawk, 96–98
BusinessWeek Online, features of, 111–112
buttons, overview of, 9–10

C

Calculator application
  accessing, 226
  entering numbers in, 30
Calendar module of Outlook 2003. *See also* Power Calendar
  features of, 204–205

TEAM LinG

synchronizing with Smartphones, 211–212
Calendar program
customizing, 21–22
features of, 18–19
menu options in, 19–20
Calendar Synchronization screen, displaying in ActiveSync, 169
call barring, customizing, 64
call forwarding
adding to service plans, 50
customizing, 65
explanation of, 53
using, 72
Call History option, using, 24, 76–77
call logs, accessing, 76–77
call options, customizing, 65
call waiting
customizing, 66
using, 72
Caller ID
adding photos to, 73–74
customizing, 66
using, 71
Caller ID with Photo, adding to Smartphones, 301
callers, switching between, 72
"Calling," appearance under phone numbers, 62–63
calling features, utilizing, 71–73
calls. *See also* incoming calls
answering, 64–66
ending, 63
listing and getting details about, 76–77
making, 62–64
Cancel command, effect of, 69
Car profile, description of, 33
cases, types of, 327–328
CBS Marketwatch, features of, 112
CD music collections, keeping track of, 148
CDMA technology, connections offered by, 56
Cellmania, web address for, 174, 216
cellular/data service providers, examples of, 338
chargers and power adapters, types of, 328
Charles Schwab, accessing mobile optimized web site for, 232
Checkers for Smartphone, description of, 292–294
chess game, description of, 297–298
Cingular
contacting, 43
web address for, 338
ClearVue Document, viewing Word files with, 245–246
ClearVue PDF, viewing Adobe Acrobat files with, 246–247
ClearVue Presentation, features of, 267–268. *See also* presentations
ClearVue Presenter, installing on Samsung i600 Smartphones, 268
ClearVue suite of applications, cost of, 249
ClearVue Worksheet, viewing Excel spreadsheet data with, 238–239
Click4Wap web site, features of, 92
clock application, features of, 275–276
ClubFONE Nightlife Guide, features of, 280–281
CNN.com, features of, 112
color scheme, choosing for Home screen, 26
colors, using with PowerPoint, 255
computers
installing ActiveSync on, 165–166
linking Smartphones with, 166
transferring PowerPoint files from, 257–259
conference calling, using, 72
confidential information, storing and organizing with eWallet, 223
Connectedbits.com Weather for Smartphone Edition, features of, 125–126
connection speeds, advisory about, 94
connections
setting for corporate e-mail accounts, 132
troubleshooting, 94–95
troubleshooting for e-mail, 147
variable reception of, 63
contact information, storing, 67
Contact screen, displaying, 67
contacts
adding, 15
adding to speed dial lists, 68
looking up, 70–71
speed dialing, 27
synchronizing between Smartphones and PCs, 168, 170
Contacts command, activating, 71
Contacts list, augmenting in MSN Messenger, 155–156
Contacts module of Outlook 2003
features of, 204, 206
synchronizing with Smartphones, 211–212
copyright law, obtaining information about, 318
corporate e-mail accounts, accessing, 131–136
Cubis game, description of, 290–291
cursors, moving, 103

D

daily appointments, displaying, 18–19
data
backing up with ALL-Backup, 196
managing with SIM Manager, 28
protecting, 34–35
restoring with ActiveSync, 180
sending and receiving during monthly billing cycles, 47
synchronizing between Smartphones and PCs, 167–170
transferring from Smartphones to PCs, 23–24
data plans
adding to voice plans, 45–48
terms related to, 55–56
database applications, customizing, 240–241
DataViewer, reading eBook content with, 322–323
Day Timer, web address for, 209

TEAM LinG

decimal points, including with Calculator application, 226
Default option for web pages, effect of, 89
Delete command, effect of, 69
desktop computers. *See* computers
Desktop option for web pages, effect of, 89
Device Lock option, using, 191
"dial by picture" feature, availability of, 301
dictionaries
  Travel Dictionary, 273–274
  Webster's Dictionary, 113–114
digital cameras, types of, 328
digital images, editing, 304
digital music players, Smartphones as, 333
digital photo album, Smartphones as, 301–303
digital photos, transferring to Home screen, 303
directions, obtaining from MapQuest, 105
directory assistance
  adding to service plans, 49
  alternatives to, 41
  cost-efficient use of, 42
  explanation of, 53
  features offered by, 77
dot (.), adding with Inbox application, 146
drivers, installing for MPx200 as wireless modem, 186–187
driving directions, obtaining, 105

E

E2c headphones, features of, 315
E200 Smartphone, using with Bluetooth and Orange, 78
"ear bud" headset, example of, 334
"early adopter"
  example of, 178
  significance of, 102
earpiece/speaker, location of, 9
eBay, features of, 116–117
eBook content, reading with DataViewer, 322–323
eBook readers, Smartphones as, 320–323
eBooks, obtaining free of charge, 321–322
Edit command, modifying Favorites list with, 86–87
e-mail
  customizing, 135
  managing with Inbox application, 143–145
  setting intervals for checking of, 135
  typical size per page, 46
  using Inbox Speed Reader with, 147–149
  writing and sending from Inbox application, 145–147
e-mail accounts
  accessing for companies, 131–136
  accessing from Web, 136–138
  setting up free of charge, 139–142
emoticons, using in IM, 158–159
End button, effect of pressing, 63
End key, effect of, 10
entertainment web sites, accessing, 106–108
equipment coverage/insurance
  adding to service plans, 49–50
  explanation of, 51
errors, troubleshooting, 94–95
ESPN, features of, 112–113
Europe, Smartphone technology available in, 271
eWallet, remembering passwords with, 223–224
Excel spreadsheet data, viewing with ClearVue Worksheet, 238–239
expenses, managing with Keep Track, 229
Explorer browser. *See also* browser software
  accessing Menu in, 94–95
  accessing mobile optimized web directories with, 90–93
  browsing Web with, 22–23
  customizing, 23
  launching, 80–81
  limitations of, 89
  Options menu in, 93–94
  using Address bar to enter URLs in, 82–84
Explorer menu, accessing, 23

F

"factory settings," returning to, 197
family talk plans
  adding to service plans, 50
  explanation of, 51–52
Favorite links, selecting, 22–23
favorite sites, adding in Explorer browser, 23
Favorites command, using with web pages, 88
Favorites list
  adding folders to, 85–86
  adding items to, 85
  editing, 86–87
Favorites Manager, features of, 26–27
Favorites menu, searching web sites with, 82–84
Favorites screen, displaying, 81
FedEx Mobile Edition, features of, 118–120
Fidelity Anywhere, features of, 281–282
Fidelity Investments, accessing mobile optimized web site for, 232
File Editor Pro, features of, 247–248
File Manager, organizing information with, 24
files, printing with Jetcet Print, 248–249
financial applications
  ALL-Calculator, 227–228
  Bills & Reminders, 229–230
  Keep Track, 228–229
  Loan Manager, 230–231
  MarketWave, 233–234
financial markets, tracking with Fidelity Anywhere, 281–282
financial news, obtaining from CBS Marketwatch, 112
Find Nearby Amenities, features of, 122

TEAM LinG

Fizz Traveler world clock application, features of, 275–276
Flashing the ROM process, significance of, 181
Flight Schedule option, using with Sabre Virtually There, 279
focusing, relationship to time management, 209
Fodor's Hotel & Restaurant Finder, features of, 122–123
Fodors.com, features of, 280
folders
  adding favorite links to, 23, 85–86
  creating for PowerPoint files, 259
  encrypting and password protecting, 192
  storing SMS text messages in, 151
FoneDB, creating customized database applications with, 240–241
foreign languages, using Travel Dictionary with, 273–274
Franklin Covey, contact info for, 209
"free nights and weekends" service plans, advisory about, 48
Full Screen mode, using with Pocket SlideShow, 264–265

G

games
  Bejeweled, 290–291
  Blackjack SP, 291–292
  Checkers for Smartphone, 292–294
  Cubis, 290–291
  IntelliGolf for Smartphone: Birdie Edition, 293–296
  Lemonade Tycoon, 296
  playing, 30–32
  Pocket Stars, 298
  PocketGrandMaster for Smartphone, 297–298
  Pock-Man, 298–299
  Smartpong 2, 299–300
  Solitaire, 288–289
  Trivial Pursuit, 300–301
Geek.com, features of, 256
GMail, features of, 142
golf game, description of, 293–296
Google, accessing, 90–91
Google e-mail, features of, 142
GoToMyPC, web address for, 196
GPS receivers
  types of, 329–330
  using with IntelliGolf, 295
  using with synchronization capabilities, 215
graphics
  downloading, 70
  using with PowerPoint, 255
graphics and ringers
  adding to service plans, 49
  adding to Smartphones, 33
  explanation of, 55
GSM/GPRS carriers, connections offered by, 56
GSM/GPRS Smartphone technology
  explanation of, 270–271
  using overseas, 272–273

H

Handango.com, features of, 33, 120, 216
Handmark Express online service, features of, 97
hands-free kits, features of, 336
happy face, emoticon for, 158
hard resets, performing, 7
headphones versus speakers, 315
Headset profile, description of, 33
headsets
  advantages of, 74–76
  types of, 324–334
history, selecting web sites from, 82
Hollywood.com, features of, 106–107
Home button, effect of pressing, 63
Home key, effect of, 9
Home screen, customizing, 25–26, 303–304
Hotmail
  features of, 137
  setting up, 140–142

I

i600 Smartphones. *See also* Samsung accessories
  data plan available to, 46
  features of, 5
  installing ClearVue Presenter on, 268
  keyboards for, 244
  layout of, 8
  portable keyboard for, 16
  power button on, 9
  sync/charger port on, 11
  as wireless modem, 187–188
IA Caller ID, cost of, 73
icons
  explanations of, 12–13
  highlighting, 103
IM (Instant Messaging). *See also* MSN Messenger
  explanation of, 55
  features of, 152–153
  and IMOV Universal Mobile Messenger, 159
  using emoticons with, 158–159
images
  organizing and sorting with SplashPhoto, 302–303
  transferring to Home screen, 303
  using with PowerPoint, 255
IMOV Universal Mobile Messenger, features of, 159
Inbox application
  accessing, 144
  accessing POP3/IMAP4 e-mail with, 131
  description of, 14
  reading and managing incoming e-mail with, 143–145
  writing and sending e-mails from, 145–147
Inbox Menu commands, explanations of, 144–145
Inbox Speed Reader, using with e-mail, 147–149
incoming calls. *See also* calls
  customizing, 64–66
  filtering, 76
information and news, accessing, 111–113
InfoSpace White Pages and Yellow Pages, features of, 120
infrared port, description of, 10
insurance/equipment coverage, adding to service plans, 49–50, 57

TEAM LinG

IntelliGolf for Smartphone: Birdie Edition, description of, 293–296
international calling
adding to service plans, 50, 272–273
explanation of, 53
obtaining information about, 272
Internet. *See also* web sites
accessing, 80–82
downloading music from, 316–318
Internet Explorer. *See* Explorer browser
Internet Public Library, obtaining free eBooks from, 322
investments
managing, 232
managing with Stock Manager, 234–235
tracking with Stock Manager, 232–233
IR (infrared) connections
establishing from i600 Smartphones, 188
synchronizing with, 171–172
iTunes.com, costs of songs on, 316–317

J

Jabra, web address for, 75
Jetcet Print, printing files with, 248–249
J/K, explanation of, 159
Jog Dial button
effect of pressing, 66
location of, 9
Journal module of Outlook 2003, features of, 206

K

Kazza, sharing MP3 and audio files by means of, 318
Keep Track application, features of, 228–229
keyboards
for Samsung i600, 244
Stowaway Bluetooth Wireless Keyboard, 245
types of, 329
keypad, description of, 10
Keypad Lock, activating and deactivating, 34, 191
Kingston Technology, obtaining SD memory cards from, 330
kissing face, emoticon for, 158

L

language translator, features of, 274
LapLink Everywhere, web address for, 196
laptop computers. *See* computers
Layout command, using with web pages, 88
Lemonade Tycoon game, description of, 296
letters, entering, 16–17
limousine services, BostonCoach, 280
links
highlighting, 103
navigating to, 87
ListPro
features of, 277–278
managing to-do lists with, 222–223
lists. *See* to-do lists
Loan Manager, features of, 230–231
local plans, comparing to regional and national plans, 48
local service area, significance of, 53
locking Smartphones, 191
LOL, explanation of, 159
Loud profile, description of, 33
lower- and uppercase, switching between, 17–18
LViewPro, managing images with, 304

M

Mail/Inbox module of Outlook 2003, features of, 203–204
Mapopolis, web address for, 329
MapQuest, features of, 105–106
maps, obtaining, 105
MarketWave, managing portfolios with, 233–234
Meeting profile, description of, 33
memory cards, backing up to, 34
memory-resident program, ActiveSync as, 167
Menu commands
accessing, 67–68, 74
for Explorer, 94
selecting, 19
for web pages, 88
Merriam-Webster Dictionary, features of, 113–114
Message Center option, accessing in Office Online, 198
messages. *See* e-mail
MessageXpress, accessing Web-based e-mail with, 136–138
Microsoft Mobile Application Catalog, accessing, 109
Microsoft Office files, viewing with RepliGo 2.0, 235–238
Microsoft Outlook 2003. *See* Outlook 2003
Microsoft PowerPoint, features of, 252–253
Microsoft Windows Mobile Application Catalog, web address for, 32
Microsoft Windows Mobile Certified Applications, web address for, 33
Microsoft Word files, viewing with ClearVue Document, 245–246
miniSync cable, features of, 335
missed calls, filtering, 76–77
mMode. *See also* AT&T Wireless
accessing, 131
accessing e-mail accounts from, 136
customizing, 26
features of, 13
plans available for, 45
Spotlight and What's New features in, 93
web address for, 92–93
mMode icon, identifying, 12–13
mMode web site, features of, 83
Mobile Application Catalog, accessing, 109, 174
Mobile Gadget News, web address for, 338
Mobile Melodies, obtaining ringtones from, 70
mobile optimized web directories
accessing with Explorer, 90–93

TEAM LinG

benefits of, 93
versus non-mobile optimized web content, 126–128
significance of, 81
for travelers, 278–282
Mobile Planet, web address for, 337
mobile-to-mobile minutes, explanation of, 53
MobiTimer, tracking time with, 221–222
money, managing, 226–231
monthly appointments, displaying, 18–20
Motorola MPx200 Smartphones. *See* MPx200 Smartphones
Motorola Slim Li Ion batteries, cost of, 329
movie listings, accessing, 106–107
MP3 music files
creating from existing music libraries, 318
explanation of, 308, 310
sharing through Kazza, 318
storing on SD memory cards, 332
typical size of, 46, 310
MP3 music libraries, creating and managing, 311–314
MP3 music players, Smartphones as, 308–310
MPx200 Modem How-To Guide, web address for, 185
MPx200 Smartphones
dialing using voice commands with, 68
features of, 5
Jog Dial button on, 66
layout of, 8
obtaining software for using as wireless modems, 186–187
power button on, 7, 9
sync/charger port on, 11
testimonial about, 78
MSN. *See* Pocket MSN
MSN Hotmail
features of, 137
setting up, 140–142
MSN Messenger. *See also* IM (Instant Messaging)
features of, 24–25, 55
using from Smartphones, 154–159
web address for, 153
MSN Mobile web site, features of, 83, 92
multimedia content, viewing with Windows Media, 28–29
Multipress entry mode, returning to, 17–18
music files
and copyright law, 318
downloading from Internet, 316–318
listening to, 309–310
organizing, 312
transferring to Smartphones, 311–314
music libraries, creating MP3 files from, 318
Mute command, accessing, 76
mutual funds, using Stock Manager with, 234–235

N

Napster.com, accessing music from, 317
national plans, comparing to local and regional plans, 48
nationwide long distance, explanation of, 54
nationwide service area, explanation of, 54
Net lingo, examples of, 159
networks option, customizing, 66
news and information, accessing, 111–113
news headlines, accessing with Yahoo News, 114–115
news sources, accessing with Sunnysoft World Off-Line browser, 98
Nightlife Guide, features of, 280–281
"nights and weekend minutes," explanation of, 44–45
Normal profile, description of, 33
Notes module of Outlook 2003, features of, 204
Notes option, setting for appointments, 21
notes, tracking with SmartphoneNotes, 213–216

O

Occurs option, setting for appointments, 21
Office files
viewing, 24
viewing with RepliGo 2.0, 235–238
Office Online
features of, 197–198
web address for, 83
One Column option for web pages, effect of, 88
online auctions. *See also* auction web sites
Abidia Wireless Smartphone Edition, 115–116
eBay, 116–117
overview of, 115–117
The Online Books Page, obtaining free eBooks from, 322
operating systems, upgrading, 180–181
Options menu in Explorer
customizing surfing with, 86–87
saving time with, 93–94
using with web pages, 89
Orange service
obtaining information about, 271
using E200 Smartphone and Bluetooth with, 78
web address for, 338
outgoing calls, filtering, 76
Outlook 2003
benefits of, 178
features of, 14–15, 203
modules in, 203–206
synchronizing notes taken in, 213–214
synchronizing Smartphones with, 211–216
Outlook Express, downloading, 203
Over the Air distribution, using, 120

P

Pac-Man. *See* Pock-Man game
PageOne browser, features of, 97
partnerships, establishing with computers, 166

passwords
importance of, 34
remembering with eWallet, 223–224
setting for MSN Hotmail, 140
setting and resetting, 191
storing on Smartphones, 154
PCs
installing ActiveSync on, 165–166
synchronizing Smartphones with, 167–170
transferring data to, 23–24
PDA TopSoft, web address for, 174
PDAs, Smartphones as, 304
.PDF files, viewing with ClearVue PDF, 246–247
peak minutes
avoiding overuse of, 72
explanation of, 44
periodicals, accessing with Audible.com, 320
personal information, storing and organizing with eWallet, 223
Pharos' Smart Traffic, features of, 121, 329
phone directory assistance, overview of, 120–121
Phone Lock, enabling and disabling, 35
phone logs, accessing, 24
phone numbers
dialing and saving, 27, 62, 67
finding with Switchboard application, 279
retrieving, 70–71
saving, 66–69
Phone submenu, accessing, 64
phone usage, tracking, 77
photo album, Smartphones as, 301–303
Photo Contacts software, obtaining, 73, 301
Photo Viewer, web address for, 303
photos
adding to Caller ID, 73–74, 301
viewing with SplashPhoto, 302–303
Picsel Technologies, web address for, 99
Planet Ringtone, obtaining ringtones from, 70
planners and schedulers, obtaining online, 209
planning, relationship to time management, 209
Plantronics, Inc., web address for, 75
play lists, creating, 314
Pocket Directory, web address for, 322
Pocket MSN, features of, 29
Pocket SlideShow, features of, 260–267
Pocket Stars game, description of, 298
PocketGear, web address for, 33, 174
PocketGrandMaster for Smartphone, description of, 297–298
PocketX Software (Photo Contacts Smartphone Edition), web address for, 73
Pock-Man game, description of, 298–299
Pong. *See* Smartpong 2 game
POP3 e-mail accounts
accessing, 132
setting up, 134–136
portable keyboards, types of, 16, 329
portfolio manager, Stock Manager as, 113
portfolios
managing, 231–232
managing with MarketWave, 233–234
pound key (#)
effect of, 16–18
using with Calculator application, 226
power adapters and chargers, types of, 328
Power button, location of, 9
Power Calendar, features of, 216–219. *See also* Calendar module of Outlook 2003
Power Tasks, features of, 219–221
PowerPoint
features of, 252–253
getting help with, 254
PowerPoint files, transferring to Smartphones, 257–260
PowerPoint presentations. *See* presentations
PowerPoint slides. *See* slides
Presentation Notes mode, using with Pocket SlideShow, 264
presentations. *See also* ClearVue Presentation
creating with PowerPoint, 253–256, 260–268
opening and viewing with Pocket SlideShow, 266–267
printing files, 248–249
printouts of slides, creating with PowerPoint, 256
"Private" caller ID option, explanation of, 66, 71
productivity, increasing with wireless Web, 103–104
profiles, customizing, 31, 33
programs
accessing from Windows Mobile Start screen, 13
changing display order of, 26–27
Project Gutenberg, obtaining free eBooks from, 321
Properties command, using with web pages, 89
Public Library, obtaining free eBooks from, 322
punctuation, adding, 18
puzzle games, examples of, 290–301

R

radiation, advisory about, 76
radio. *See* SmartRadio Live
radio area, accessing with Audible.com, 320
receipts, tracking with Keep Track, 229
"Recognizing Voice Tag" message, displaying, 68
Record button, identifying on MPx200, 68
recording with Voice Recorder, 29–30
Refresh command, using with web pages, 88, 94–95
regional plans, comparing to local and national plans, 48
regional service area, explanation of, 54

TEAM LinG

Reminder option, setting for appointments, 21
RepliGo 2.0, viewing Microsoft Office files with, 235–238
Resco Explorer, features of, 192
Resco Photo Viewer, web address for, 303
Resource Manager, features of, 29
responsibilities, managing, 211
restoring data with ActiveSync, 180
Reverse Phone Lookup, features of, 121
ring types for profiles, descriptions of, 33
ringers and graphics
  adding to service plans, 49
  adding to Smartphones, 33
  explanation of, 55
ringtones
  customizing, 67, 69–70
  downloading, 70
ripping CDs, explanation of, 308
roadside assistance, adding to service plans, 49
roaming calls
  advisory about, 47
  explanation of, 54
roll-over minutes, explanation of, 54
rules, determining for ActiveSync, 170

S

Sabre Virtually There, features of, 278–279
sad face, emoticon for, 158
Samsung accessories, finding, 337. *See also* i600 Smartphones
SanDisk USA, obtaining SD memory cards from, 330
Save command, Soft Key as, 66
Save to SIM option, explanation of, 68
saved phone numbers, retrieving, 70–71
schedulers and planners, obtaining online, 209
Schwab, accessing mobile optimized web site for, 232
SD memory cards
  capacities of, 331–332
  history of, 331
  storing backups on, 196
  types of, 330–332
  using for music, 310
search engines, examples of, 90–91
security settings, accessing, 191
Select Contact screen, displaying, 67
Send button
  effect of, 9
  icons on, 63
Send SMS option, explanation of, 68
Send/Receive option, choosing in Inbox application, 143
service plans
  advisory about signing up for, 39
  avoiding ten mistakes associated with, 46–48
  duration of, 39, 44
  evaluating before signing, 44–45
  terms related to, 51–56
  typical add-on services available in, 49–50
  typical standard features of, 48–49
service providers
  AT&T Wireless, 43
  choosing, 40–41
  Cingular, 43
  service agreements offered by, 39
  Sprint PCS, 43
  strategies for selection of, 42–43
  switching, 39
  T-Mobile, 43
  Verizon, 43
Set as Default option, explanation of, 69
Settings submenu
  accessing, 64
  customizing Smartphones with, 25
shared service plans, explanation of, 51–52
Shure E2c headphones, features of, 315
Signal Strength icon, location of, 63–64, 95
sign-in names, storing on Smartphones, 154
Silent profile, description of, 33
SIM cards
  description of, 6
  purchasing, 270–271
  saving contact information to, 68
SIM Manager, managing stored data with, 28
skins, using with ALL-Calculator application, 227
Slide Thumbnails mode, using with Pocket SlideShow, 264
slides
  creating printouts of, 256
  creating with PowerPoint, 253–256
  using with PowerPoint, 255
  zoom options for, 263
SlideShow, features of, 260–267
Slim Li Ion batteries, cost of, 329
Smart Traffic, features of, 121
Smartello
  downloading, 175
  playing, 176–177
Smartfon.zip file, downloading, 186
Smartphone (2002/2003) web site, features of, 83
Smartphone applications. *See also* applications
  2004 Terrorism Travel Guide, 275
  BostonCoach, 280
  ClubFONE Nightlife Guide, 280–281
  Fidelity Anywhere, 281–282
  Fizz Traveler, 275–276
  Fodors.com, 280
  language translator, 274
  ListPro, 277–278
  Sabre Virtually There, 278–279
  SmartTIP, 276–277
  Switchboard, 279
  Travel Dictionary, 273–274
Smartphone applications, downloading and installing, 175–177
Smartphone How To web site, features of, 84
Smartphone software, advisory about selection of, 120
Smartphone technologies, examples of, 270

TEAM LinG

Smartphone Web Guide site, features of, 84, 92
SmartphoneAddOns, web address for, 337
Smartphone.net, web address for, 174, 216
SmartphoneNotes, features of, 213–216
Smartphones
  adding Caller ID with Photo to, 301
  backing up with ActiveSync, 179–180
  charging, 7, 35
  charging while overseas, 282–283
  customizing, 25
  deleting applications from, 177–179
  dialing with voice commands, 68
  as digital music players, 333
  enabling lock on, 191
  exploring with ActiveSync, 177
  features available to, 40
  getting started with, 6–7
  learning curves encountered with, 208
  linking with computers, 166
  listening to audio on, 314–315
  listening to music on, 309–310
  optimizing use of, 192
  as PDAs, 304
  personalizing, 33–34
  protecting investment in, 56–57
  purchasing and activating, 43–44
  significance of name of, 60–61
  storing sign-in names and passwords on, 154
  synchronizing with PCs, 167–170
  as text editors, 247–248
  transferring data from, 23–24
  transferring music files to, 311–314
  transferring PowerPoint files to, 257–260
  using internationally, 272–273
  as wireless modems, 184–188
Smartpong 2 game, description of, 299–300
SmartRadio Live, features of, 109–119
SmartTIP application, features of, 276–277
SMS (Short Message Service), significance of, 148
SMS text messages
  composing and sending, 149–150
  reading, 150–152
  replying to, 151–152
  storing in folders, 151
SMS Text Messaging
  adding to service plans, 50
  explanation of, 56
Socket Communications, web address for, 329
Soft Key
  accepting and rejecting calls with, 64
  accessing Menu command with, 67–68
  features of, 9
  saving phone numbers with, 66
software
  advisory about selection of, 120
  installing with ActiveSync, 173–177
  upgrading, 180–181
Solitaire game, availability of, 288–289
songs, average length of, 332
spaces, adding, 17–18
Spanish, translating to and from, 274
Speakerphone profile, description of, 33, 74
speakers versus headphones, 315
speed dial lists
  adding contacts to, 68
  creating, 61
Speed Dial menu, selecting phone numbers from, 27
speed, optimizing on Internet, 93–94
SplashPhoto, features of, 302–303
split screen mode, using with ThunderHawk browser, 96
Spotlight feature in mMode, significance of, 93
spreadsheet data, accessing and viewing, 235–239
Sprint PCS
  contacting, 43
  web address for, 150, 338
SPV 100E 02, features of, 148
star gazing tool, Pocket Stars, 298
star key (*)
  effect of, 16–17
  using with Calculator application, 226
Start menu, accessing, 76
Start screen
  accessing programs from, 13
  customizing, 25
Status option, setting for appointments, 21
Step Down Transformer/Converter, using overseas, 283
stereo headphones
  selecting, 315
  types of, 332
stereo music, listening to, 314–315
sticking out tongue, emoticon for, 158
Stock Manager
  features of, 113, 234–235
  tracking investments with, 232–233
Stop command
  effect of, 83, 87
  using with web pages, 88
Stowaway Bluetooth Wireless Keyboard, features of, 245
streaming audio, accessing with SmartRadio Live, 109
street addresses, entering in MapQuest, 105–106
Sunnysoft World Off-Line browser, features of, 98
surfing, troubleshooting, 93–95
Switchboard application, features of, 279
Sync software, features of, 20
sync/charger port, location of, 11
Syncdata (SmartphoneNotes), web address for, 215

TEAM LinG

synchronization. *See also* wireless synchronization
customizing for ActiveSync, 168–169
to desktop, 34
importance of, 195
initiating manually, 170
with Outlook 2003, 211–216

T

T9 data input mode
entering text with, 17–18
retrieving phone numbers with, 71
Tasks application
creating to-do lists with, 210
maintaining to-do lists with, 28
tasks, managing with Power Tasks, 219–221
Tasks module of Outlook 2003
features of, 204, 207
synchronizing with Smartphones, 211–212
Technology news page, accessing on CNN.com, 113
telephone directory assistance, overview of, 120–121
telephone headsets
advantages of, 74–76
types of, 324–334
Terrorism Travel Guide, features of, 275
text editors, Smartphones as, 247–248
text, entering, 16–22
text messaging, adding to service plans, 50
theaters, choosing from Hollywood.com, 108
ThunderHawk browser software, features of, 96–98
time management, secrets of, 208–211
time out, significance of, 26
time, tracking with MobiTimer, 221–222
timers, resetting, 77
Tiny eBook Reader, features of, 321
TinyUrl, entering URLs with, 117
tips, calculating with SmartTIP, 276–277
T-Mobile
contacting, 43
web address for, 338
today's date, viewing appointments for, 20
to-do lists
maintaining with Tasks application, 28
managing with ListPro, 222–223
managing with Power Tasks, 219–221
significance of, 210
tracking with Calendar program, 18–22
Town Compass, LLC, web address for, 274
traffic information, obtaining, 121–122
Travel Dictionary, features of, 273–274
travelers, mobile optimized web sites for, 278–282
travel-related information, obtaining, 122–123
Trivial Pursuit game, description of, 300–301
troubleshooting
blank images on Internet, 93
loading wireless connections, 93
TV Guide Wireless, features of, 109–110

U

UK (United Kingdom), using GSM/GPRS Smartphones in, 271
"Unavailable" caller ID option, explanation of, 66
The University of Virginia Library, obtaining free eBooks from, 322
"Unknown Caller," explanation of, 71
unlimited nights and weekends, explanation of, 54–55
Unlock command, effect of, 191
upgrading software and operating systems, 180–181
upper- and lowercase, switching between, 17–18
"URL Not Found" error message, troubleshooting, 95
URLs
editing and deleting in Explorer browser, 23
entering manually from Explorer's Address bar, 23, 82–84
saving as Favorites, 104
using TinyUrl for entry of, 117
USB cables, types of, 334–336
USB Travel Charger, using overseas, 282

V

Verizon Wireless
contacting, 43
International Traveler Customer Service department for, 272
web address for, 150, 338
Vexxon File Editor Pro, features of, 247–248
Virtually There, features of, 278–279
Vodafone service
obtaining information about, 271
web address for, 338
voice call plans, terminology of, 52–55
Voice Command, using, 188–190
voice dialing, adding to service plans, 49
voice mail, using, 73
voice plans, adding data plans to, 45–48
Voice Recorder, recording ideas with, 29–30
voice tags
adding to speed dial lists, 61
explanation of, 27–28
recording, 68
VoiceInfo, accessing with AT&T Wireless, 77
Voices from the Community
Life with Your Smartphone, 148
Listen to the Geeks, 256
Living Life with Your Smartphone, 78

TEAM LinG

Put Your Voice in Command, 190
Savvy Smartphoning, 215
The Smartphone for Business and for Pleasure, 319
Smartphone Gets a Merit Badge, 178
Smartphone Users Speak Out, 11
Smartphones Up North, 338–339
Use Your Phone as a PDA, 304
volume, adjusting for Windows Media Player, 314
Volume Up button, effect of pressing, 66
"VZQ with MSN" service, significance of, 92

W

Wall Street Journal, features of, 114
wallpaper, using digital images as, 304
warranties, obtaining, 57
The Weather Channel, features of, 124
weather, obtaining information about, 123–126
web browsers. *See* browser software
Web, browsing with Explorer browser, 22–23
web directories, accessing with Explorer, 90–93
web pages
displaying information about, 89
navigating, 83
stopping loading of, 87, 88
typical size of, 46
web sites. *See also* Internet
1-(800) Mobiles, 16
2004 Terrorism Travel Guide, 275
ABCNews.com, 111
accessing, 81, 84
Accuweather.com Wireless, 123
AIM (AOL Instant Messenger), 153
AIM Productions, 175
ALL-Backup, 197
ALL-Calculator, 227
Amazon.com, 117
AT&T Wireless, 272, 338
Audible, 319
AudioBooksForFree, 320
Bejeweled game, 290
Bills & Reminders, 229
Blackjack SP game, 291
Bluetooth, 339
Bose Corporation headphones, 315
BusinessWeek Online, 111
CBS Marketwatch, 112
Cellmania, 174, 216
Charles Schwab, 232
Checkers for Smartphone, 292
Cingular, 338
ClearVue Document, 246
ClearVue PDF, 246
ClearVue Worksheet, 238
CNN.com, 112
Connectedbits.com Weather for Smartphone Edition, 125
copyright law, 318
Cubis game, 290
DataViewer, 323
Day Timer, 209
displaying history of visits to, 82
emoticons, 158
entertainment, 106–108
ESPN, 112
eWallet, 223
FedEx Mobile Edition, 118
Fidelity Anywhere, 232, 281–282
Find Nearby Amenities, 122
Fizz Traveler world clock application, 276
Fodor's Hotel & Restaurant Finder, 122
Fodors.com, 280
FoneDB, 240
games and entertainment applications, 32
GMail, 142
Google, 90–91
GoToMyPC, 196
GPS receivers, 329–330
Handango, 33, 174, 216
Handango.com, 109, 120
Handmark Express online service, 97
headsets, 333–334
Hollywood.com, 106
IA Caller ID, 73
Inbox Speed Reader, 147
InfoSpace White Pages and Yellow Pages, 121
IntelliGolf for Smartphone: Birdie Edition, 293
Internet Public Library, 322
iTunes.com, 317
Jabra, 75
Jetcet Print, 249
Kazza, 318
Keep Track application, 228
Kingston Technology, 330
LapLink Everywhere, 196
Lemonade Tycoon game, 296
ListPro, 222, 277
Loan Manager, 230
LViewPro image management software, 304
MapQuest, 105
MarketWave, 233
MessageXpress, 138
Microsoft, 166
Microsoft Mobile Application Catalog, 109
Microsoft PowerPoint, 252
Microsoft Windows Mobile Application Catalog, 32
Microsoft Windows Mobile Certified Applications, 33
Mobile Gadget News, 338
Mobile Planet, 337
MobiTimer, 222
Motorola, 186
Move Software, 159
movie listings, 106–107
MPx200 Modem How-To Guide, 185
MSN Hotmail, 140–142
MSN Messenger, 153
Napster, 317
navigating, 87–89
Net lingo, 159
Office Online, 197
The Online Books Page, 322

TEAM LinG

operating system upgrades, 180
Orange service, 271
Orange UK, 338
Outlook 2003, 203
Outlook Express, 203
PDA TopSoft, 174
Pharos' Smart Traffic, 121
Photo Viewer, 303
Picsel Technologies, 99
Plantronics, Inc., 75
Pocket Directory, 322
Pocket SlideShow, 261
Pocket Stars game, 298
PocketGear, 33, 174
PocketGrandMaster for Smartphone, 297
PocketX Software, 73
Pock-Man game, 298
Power Calendar, 217
Power Tasks, 219
Project Gutenberg, 321
removing from Favorites list, 86
RepliGo 2.0, 235
Resco Explorer, 192
Reverse Phone Lookup, 121
ringtones, 70
SanDisk USA, 330
searching with Favorites menu, 82–84
Shure E2c headphones, 315
Smartphone Web Guide, 92
SmartphoneAddOns, 337
Smartphone.net, 174, 216
Smartpong 2 game, 299
SmartTIP, 277
software upgrades, 180
Spanish translator, 274
SplashPhoto, 302
Sprint PCS, 150, 338
Step Down Transformer/ Converter, 283
Stock Manager, 232, 235
stopping loading of, 83
Sunnysoft World Off-Line browser, 98
Switchboard application, 279
Syncdata, 215
ThunderHawk browser software, 96
Tiny eBook Reader, 321
TinyUrl, 117
T-Mobile, 338
Town Compass, LLC, 274
Travel Dictionary, 274
Trivial Pursuit game, 300
TV Guide Wireless, 109–110
The University of Virginia Library, 322
upgrades of software and operating systems, 180
USB cables, 335
Verizon Wireless, 150, 338
Vexxon File Editor Pro, 247
Vodafone service, 271, 338
Voice Command, 188
Wall Street Journal, 114
The Weather Channel, 124
Webster's Dictionary, 113
White Pages and Yellow Pages, 121
Windows Media player, 309
Windows Mobile, 43
Windows Mobile Applications Catalog, 174, 216
Windows Mobile Start Service, 26
WindowsMedia.com Mobile, 110
Wireless Sync, 198–199
www.MoDaCo.com, 78
Yahoo!, 90–91
Yahoo! Mail, 139
Yahoo! Messenger, 153
Yahoo! Movies, 107
Yahoo! News, 114
Yahoo! Weather, 125–126
Web surfing, troubleshooting, 93–95
Web-based e-mail accounts, accessing, 136–138
Webster's Dictionary, features of, 113–114
weekly appointments, displaying, 18–19
Welcome/Start screen, returning to, 63
What's New feature in mMode, significance of, 93
White Pages, accessing, 120–121, 279
Windows Media player, web address for, 309
Windows Media, viewing multimedia content with, 28–29
Windows Mobile Applications Catalog, web address for, 174, 216
Windows Mobile Operating System, determining version of, 181
Windows Mobile Smartphones. *See* Smartphones
Windows Mobile Start screen
accessing programs from, 13
customizing, 25
Windows Mobile Start Service, web address for, 26
Windows Mobile, web address for, 43
Windows Mobile Welcome screen, appearance of, 12
WindowsMedia.com Mobile, features of, 110
WindowsMedia.com web site, features of, 84
winking face, emoticon for, 158
wireless connections, synchronizing with, 173
wireless Internet service, explanation of, 56
wireless local number portability, explanation of, 52
wireless modems, Smartphones as, 184–188
Wireless Sync
features of, 56, 198–199
system requirements for, 199–200
wireless synchronization, significance of, 194–195. *See also* synchronization
wireless Web
impact of Web browsing, 99
increasing productivity with, 103–104
surfing, 80–81
troubleshooting connections to, 94–95
Wireless's Wireless Travel Guide, web address for, 272
WMA format, overview of, 309
WMA music libraries, creating and managing, 311–314
Word documents, typical size for five pages, 46
Word files, viewing with ClearVue Document, 245–246

TEAM LinG

world clock application, features of, 275–276
WorldConnect plan, features of, 272–273
Write E-mail screen, displaying in MSN Hotmail, 142
www.MoDaCo.com web site, benefits of, 78

X

x in blank boxes, troubleshooting, 94

Y

Yahoo!, accessing, 90–91
Yahoo! Mail, setting up, 139–140
Yahoo! Messenger, web address for, 153
Yahoo! Movies, features of, 107–108
Yahoo! News, features of, 114–115
Yahoo! Weather, features of, 125
Yellow Pages, accessing, 121, 279

Z

zoom options, using with PowerPoint slides, 263

TEAM LinG

INTERNATIONAL CONTACT INFORMATION

AUSTRALIA
McGraw-Hill Book Company
Australia Pty. Ltd.
TEL +61-2-9900-1800
FAX +61-2-9878-8881
http://www.mcgraw-hill.com.au
books-it_sydney@mcgraw-hill.com

CANADA
McGraw-Hill Ryerson Ltd.
TEL +905-430-5000
FAX +905-430-5020
http://www.mcgraw-hill.ca

GREECE, MIDDLE EAST, & AFRICA (Excluding South Africa)
McGraw-Hill Hellas
TEL +30-210-6560-990
TEL +30-210-6560-993
TEL +30-210-6560-994
FAX +30-210-6545-525

MEXICO (Also serving Latin America)
McGraw-Hill Interamericana Editores
S.A. de C.V.
TEL +525-1500-5108
FAX +525-117-1589
http://www.mcgraw-hill.com.mx
carlos_ruiz@mcgraw-hill.com

SINGAPORE (Serving Asia)
McGraw-Hill Book Company
TEL +65-6863-1580
FAX +65-6862-3354
http://www.mcgraw-hill.com.sg
mghasia@mcgraw-hill.com

SOUTH AFRICA
McGraw-Hill South Africa
TEL +27-11-622-7512
FAX +27-11-622-9045
robyn_swanepoel@mcgraw-hill.com

SPAIN
McGraw-Hill/
Interamericana de España, S.A.U.
TEL +34-91-180-3000
FAX +34-91-372-8513
http://www.mcgraw-hill.es
professional@mcgraw-hill.es

UNITED KINGDOM, NORTHERN, EASTERN, & CENTRAL EUROPE
McGraw-Hill Education Europe
TEL +44-1-628-502500
FAX +44-1-628-770224
http://www.mcgraw-hill.co.uk
emea_queries@mcgraw-hill.com

ALL OTHER INQUIRIES Contact:
McGraw-Hill/Osborne
TEL +1-510-420-7700
FAX +1-510-420-7703
http://www.osborne.com
omg_international@mcgraw-hill.com

TEAM LinG

Sound Off!

Visit us at **www.osborne.com/bookregistration** and let us know what you thought of this book. While you're online you'll have the opportunity to register for newsletters and special offers from McGraw-Hill/Osborne.

We want to hear from you!

Sneak Peek

Visit us today at **www.betabooks.com** and see what's coming from McGraw-Hill/Osborne tomorrow!

Based on the successful software paradigm, Bet@Books™ allows computing professionals to view partial and sometimes complete text versions of selected titles online. Bet@Books™ viewing is free, invites comments and feedback, and allows you to "test drive" books in progress on the subjects that interest you the most.

OSBORNE DELIVERS RESULTS!

Mc Graw Hill

OSBORNE
www.osborne.com