Your PDF Guides

You can read the recommendations in the user guide, the technical guide or the installation guide for BLACKBERRY BOLD 9780. You'll find the answers to all your questions on the BLACKBERRY BOLD 9780 in the user manual (information, specifications, safety advice, size, accessories, etc.). Detailed instructions for use are in the User's Guide.

User manual BLACKBERRY BOLD 9780
User guide BLACKBERRY BOLD 9780
Operating instructions BLACKBERRY BOLD 9780
Instructions for use BLACKBERRY BOLD 9780
Instruction manual BLACKBERRY BOLD 9780

BlackBerry Bold 9780 Smartphone

User Guide

Version: 6.0

To find the latest user guides, visit www.blackberry.com/docs/smartphones.

BlackBerry

You're reading an excerpt. Click here to read official BLACKBERRY BOLD 9780 user guide
http://yourpdfguides.com/dref/4210563

Manual abstract:

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.... Create a task or memo.
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.. Send a task or memo.....

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..... Change or delete a task or memo..

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.... Change the status of a task.
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Hide completed tasks.....
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Show tasks in the calendar.....
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.. Synchronizing tasks and memos...
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... Categorize a contact, task, or memo..
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..... Create a category for contacts, tasks, or memos.....

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... Turn off the prompt that appears before you delete items..
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..... Typing.....

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.... Typing basics.....

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.. Typing input methods...
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.. Spelling checker.....
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. Custom dictionary....
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..... Word Substitution....

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..... Typing shortcuts....
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.... Troubleshooting: Typing.
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Keyboard.....

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.... Assign an application to a Convenience key.
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Change the default currency symbol.....
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..... Set the cursor speed...

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.... Turn on key tones.....
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Set the trackpad sensitivity.....
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. Turn off trackpad sounds....
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Troubleshooting: Keyboard.....
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About typing input languages.....
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.. Change the language.....

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..... Use a shortcut for switching typing input languages when you are typing..

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.. 185 185 185 186 186 187 187 187 187 187 188 188 188 190 190 190 191 192 192 193 193 194 195 196 197 198 199 199 199 199 199 200 200 200 201 201 201 201 201 Add a display language...
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Delete a language.....
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.. Screen display.....

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..... Set options for backlighting.
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..... Use a picture as your device wallpaper.....
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... Change the display font..
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Organizing applications on the Home screen.....
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.... Add a message that appears when your device is locked.
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.... Use grayscale or reverse contrast for the screen display.....

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..... Turn on flashing LED notification for wireless coverage.....

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.. Themes...
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.... Set the GPS receiver that you use to track your movement.....
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Get your GPS location.....

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.... *Prevent others from tracking your location.*

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Turn off location aiding.....

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..... Map options....

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... About multitasking.....

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.. Keep an application running in the background and switch to another application.....
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. Close an application so that it is not running in the background.....
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About adding applications.....
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..... About social networking applications..

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..... About instant messaging applications..
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... Require your device password before adding an application..
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.. Delete an application.....

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..... View properties for an application...

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.. View the size of an application database...
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.. Troubleshooting: Applications...
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... About updating the BlackBerry Device Software.....
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..... Update the BlackBerry Device Software over the wireless network....

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Update the BlackBerry Device Software from a web site.....

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Update the BlackBerry Device Software using the BlackBerry Desktop Software.....
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... Troubleshooting: BlackBerry Device Software.....
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Manage Connections.....
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..... Bluetooth technology options....

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.... Turn off your device.....
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. Set your device to turn on and turn off automatically....
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..... Reset the device....

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..... Check the battery power level.
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Tips: Extending battery life.....
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..... Memory and media cards...

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..... About media cards....

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..... Supported media cards.....

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..... View the amount of available storage space on your device...

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.. Turn off media card support...

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..... Repair files stored on your media card or on your device....
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About compression.....
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... About file encryption.....

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..... Turn on encryption.

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..... Tips: Freeing and conserving storage space..

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..... Troubleshooting: Storage and media cards.
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Search for an item.....
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Set the types of items that are included in searches.....

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..... Search for messages...
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You're reading an excerpt. Click here to read official BLACKBERRY BOLD 9780 user guide
http://yourpdfguides.com/dref/4210563

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In the Setup section, click the Email Accounts icon. 3. Follow the screens to set up your email address. When your email address is set up correctly, you receive a confirmation message. To view and manage your email messages, on the Home screen, click the Messages icon.
Note: In some cases, you might see the following options. If so, select one of the options. · Internet Mail Account: Use this option to associate your BlackBerry® device with one or more existing email accounts (for example, Google MailTM or Windows LiveTM Hotmail®) or to create a new email address for your device. · Enterprise Account: If your administrator gave you an enterprise activation password, use this option to associate your device with your work email account using the BlackBerry® Enterprise Server. If you are trying to set up an Internet email account (for example, Google Mail or Windows Live Hotmail) or a new email address for your device, and do not see this option, contact your administrator or wireless service provider. Related information Change options for your personal email account, 71 Change your ring tone, notifiers, or reminders In addition to changing the tone, you can also change options for volume, LED, vibration, and notification during calls. 1. On the Home screen, click the Sound and Alert Profiles icon. 2. Click Change Sounds and

Alerts > Sounds for Selected Profile.

· To change your ring tone, click Phone. · To change notifiers or reminders, click to expand a section. Click an option. 3. @@@@Find and click a song. @@Find and click a voice note. · To use a preloaded alert, click All Alerts. Find and click an alert. 4. Press the key > Save.
Related information I can't change the number of times that my device rings, 59 9 User Guide Quick Help Find or hide an application icon Depending on your theme, you might not be able to hide some application icons. On the Home screen or in a folder, do any of the following: · To see all your application icons, press the key > Show All. · To hide an application icon, highlight the icon. Press the key > Hide. · To show all hidden application icons, press the key > Show All.
· To stop hiding an application icon, highlight the icon. Press the key > Hide. A check mark should not appear beside the Hide field. Related information My display changed, 206 About adding applications Depending on your wireless service provider and region, you might have the option to add or update applications using the BlackBerry App WorldTM storefront, the BlackBerry® Desktop Software, or the Application Center. You might also be able to download applications from a web page (try visiting mobile.
blackberry.com from your BlackBerry device), or from an application offered by your wireless service provider. Additional terms and conditions might apply to software and services made available through the BlackBerry App WorldTM storefront, the BlackBerry Desktop Software, or the Application Center. Data charges might apply when you add or use an application over the wireless network. For more information, contact your wireless service provider. BlackBerry App World If you have BlackBerry App World on your device, you can search for and download games, social networking applications, personal productivity applications, and much more. Using an existing PayPal® account, you can buy and download items over the wireless network to your device. To download BlackBerry App World, visit www.blackberryappworld.com.

For more information about managing applications using BlackBerry App World, click the App World icon. Press the > Help. BlackBerry Desktop Software If you have the BlackBerry Desktop Software installed on your computer, you can connect your device to your computer to add, update, remove, or restore applications. You can also add applications to your device that you have downloaded to your computer, without having to use the wireless network. To download the BlackBerry Desktop Software, visit www.blackberry.com/desktop. For more information about managing applications using the BlackBerry Desktop Software, see the Help in the BlackBerry Desktop Software. Application Center key 10 User Guide Quick Help If you have the Application Center on your device, you can add, update, or return to the previous version of a select number of applications that are hosted by your wireless service provider. Depending on your wireless service provider, this feature might not be available.
For more information about managing applications using the Application Center, click the Application Center icon. Press the key > Help. Add or change your signature Depending on your wireless service plan, this feature might not be supported. 1. On the Home screen, click the Messages icon.
2. Press the key > Options. · For a work email account, click Email Preferences. If the Message Services field appears, change this field to the appropriate email account. If the Use Auto Signature check box is not selected, select it.
Place your cursor in the field that appears. · For a personal email account, click Email Account Management. Click an email account. Press the key > Edit. 3. Type a signature. 4. Press the key > Save. Your signature is added to your email after you send it. Use a picture as your device wallpaper 1.

On the Home screen, click the Media icon > Pictures icon. 2. Browse to a picture. 3. Press the key > Set As Wallpaper. Related information My display changed, 206 Supported audio and video file formats Depending on your BlackBerry® device model and wireless service provider, some media file formats might not be supported. Type Audio File format · · · · · · AAC AMR FLAC MP3 M4A OGG 11 User Guide Quick Help Type File format · · WMA WAV 3GP AVI ASF MP4 MOV WMV Video · · · · · · For information about codecs and recommended video and audio file formats for your device, visit www.

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http://yourpdfguides.com/dref/4210563

blackberry.com/docs/ smartphones and click Multimedia > Media Types Supported on BlackBerry Smartphones. Transfer a file from your computer to your device using your device as a USB memory drive You must use the BlackBerry® Desktop Software to manage and preserve the information or the encryption that is associated with your media files when you transfer files between your BlackBerry device and your computer.

1. Connect your device to your computer using a USB cable. 2. Do one of the following: · If you want to transfer most types of files, in the dialog box that appears on your device, select the USB Drive option. · If you want to transfer media files that are protected with DRM, in the dialog box that appears on your device, select the media transfer option.

3. If necessary, type a password. Your device appears as a drive on your computer. 4. Drag a file from a location on your computer to a folder on your device. To view the transferred file on your device, disconnect your device from your computer and find the file. Related information Transfer your media files from your computer to your device using BlackBerry Desktop Software, 28 Open, close, or switch between tabs Do one of the following: · To open a new tab, in the browser, press the key > Tabs. Click the New Tab icon. · To open a new tab for a link on a web page, highlight the link. Press the key > Open Link in New Tab. · To switch between tabs, in the browser, press the key > Tabs. Click a tab. · To close a tab, in the browser, press the key > Tabs. Highlight a tab. Click the icon.

12 User Guide Quick Help Reconcile email over the wireless network You can set the Wireless Reconcile option for each email address that is associated with your BlackBerry® device. 1. On the Home screen, click the Messages icon. 2. Press the key > Options > Email Reconciliation. 3. If the Message Services field appears, set this field to the appropriate email account. 4. Select the Wireless Reconcile check box. 5.

Press the key > Save. If your device is associated with a Microsoft® Outlook® email account, you must use the synchronization tool of the BlackBerry® Desktop Software to reconcile email in personal folders. For more information, see the Help in the BlackBerry Desktop Software. Getting to know your smartphone Find out about apps and indicators, and what the keys do on your BlackBerry® smartphone. Important keys Front keys Key Name Trackpad Actions · · · · · · · · · · · · Slide your finger to move around the screen.

Press (click) to select an item. Press and hold to open a pop-up menu. Open a menu. Select a highlighted menu item. Press and hold to switch applications quickly.

Return to the previous screen. Close the menu. Make a call. Answer a call. End a call. Return to the Home screen. Menu Escape Send End/Power 13 User Guide Quick Help Key Name Actions · Press and hold to turn on or turn off your BlackBerry® device. Top keys Key Name Lock Mute Actions Lock your device or keyboard. · · Mute a call. Mute the volume.

Side keys Key Name Volume Actions · · · · · · · · · Change the volume. Press and hold to play the next or previous media file. Before you take a picture or record a video, press to zoom in or out. Open the Voice Dialing application. You can also customize this key. Open the camera. Autofocus Take a picture. You can also customize this key. Left Convenience key Right Convenience key Keyboard Key Name Shift Alt Symbol Backspace/Delete Enter Speakerphone Actions Capitalize letters. Type the alternate character on a key.

Open the symbol list. Delete the previous character or a selected item. Select an item. Turn on or turn off the speakerphone during a call. 14 User Guide Quick Help Select commands using pop-up menus Pop-up menus are available in most applications, and appear in the center of the screen.

You can use the pop-up menu when you are viewing a message, for example, to file, forward, or reply to the message. · To open a pop-up menu, click and hold an item on the screen. · To select a command, click the icon. · To see additional commands, click the Full Menu icon. Tips: Doing things quickly For full instructions, click the links under Related information at the bottom.

Use the Quick Access area to access popular options Highlight and click an area at the top of the Home screen to access options such as changing your ring tone, setting the alarm, viewing notifications, and turning on or off network connections. On the navigation bar, click All. Press and hold the key. Click an app. See all the apps and folders on the Home screen, or minimize your view and view the wallpaper Switch to another app Open an app with a convenience key Use pop-up menus Note: The other app might still be running in the background. Press a convenience key on the side of your device. Note: You can customize which app a convenience key opens. Pop-up menus provide common available actions, and appear in the center of the screen. For example, you can use the popup menu in a message to file, forward, or reply to the message. To open a pop-up menu, press and hold the trackpad.

To select a command, click the trackpad. On the Home screen, highlight All on the navigation bar and slide your finger on the trackpad right or left. Highlight an app on the Home screen or in a folder. Press the key > Mark as Favorite. On the Home screen, press the key > Options. Switch to the Favorites, Media, Downloads, and Frequent views Add an app to the Favorites view Change options for the Home screen such as the wallpaper Related information Keep an application running in the background and switch to another application, 215 Assign an application to a Convenience key, 199 Change what happens when you type on the Home screen, 26 15 User Guide Quick Help Applications Get started with some of these great applications. Messages Send emails, PIN messages, and more. Text Messages Send text messages. Browser Browse websites. Media See saved pictures, play songs, and more.

Camera (if supported) Take pictures. Instant Messaging Chat with friends or colleagues. Options Set your device options. You can find more options in each application menu. Manage Connections Set up wireless connections, such as a Bluetooth® connection.

Help Find the user guide here or click Help in a menu. To show or hide an icon, highlight the icon using the trackpad. Press the key > Show All or Hide. Status indicators Home screen new notification unopened message count alarm set BBMTM 16 User Guide Quick Help Home screen calendar reminder count missed call count Wi-Fi® turned on Messages unopened text message attachment high priority draft Phone missed call placed call received call voice mail message opened sent message message is sending message not sent meeting invite social feeds sending or receiving data roaming Tips: Managing indicators Indicators tell you that there is something new or updated, such as a new message, voice message, or feed, or they inform you of the status of something, such as the battery or network connection.

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Indicators often appear on app icons, new content within apps, and at the top of the Home screen.
Remove the new item indicator Remove the unopened message indicator Open each item that has this indicator. For example, to remove it from the Messages icon, click the icon. In the Messages app, do one or more of the following: · Open all of your messages by clicking on them. If you cannot find all of your unopened messages in your inbox, look in your messages folders. · Mark a message as opened. Highlight a message. Press the key > Mark Opened. · Mark all messages that are prior to a date as opened. Highlight a date field. Press the key > Mark Prior Opened.

17 User Guide Quick Help Identify an indicator · You might be able to identify an indicator by seeing the icon of the application that the indicator refers to. To see a complete list of applications on your device and their icons, on the Home screen or in a folder, click the Options icon. Click Device > Application Management. For a complete list of BlackBerry® indicators, visit www.blackberry.com/docs/smartphones. Click your device model, and then click the Icons and Indicators guide. · Feature availability The following items affect the availability of features on your BlackBerry® device. The features discussed are meant as examples, and are not inclusive of every feature that might or might not be available on your device. Device model Features such as GPS, the camera and video camera, and network connection options are dependent on your device model.
To find feature specifications for your device model, visit www.blackberry.com/go/devices. You must purchase or change your wireless service plan through your wireless service provider. A wireless service plan with phone or voice is required for you to use the phone application and to send and receive text messages.
A wireless service plan with data is required for you to use the browser service and instant messaging applications, and to send and receive email messages and PIN messages. For more information about your plan, contact your wireless service provider. BlackBerry Internet Service and BlackBerry Enterprise Server Once you have a data plan, you must set up your email address or third-party instant messaging account in order to send and receive email messages, use third-party instant messaging applications, and use some browser options. If you are an individual user, when you set up your email address or instant messaging account, you are associating it with the BlackBerry® Internet Service. Wireless service plan 18 User Guide Quick Help If you are a corporate user, your administrator sets up your email account by associating it with a BlackBerry® Enterprise Server.
Your administrator might set options that determine the features and settings that are available on your device. To view the IT policies that have been set by your administrator, on the Home screen or in a folder, click the Options icon. Click Security > Security Status Information > View IT Policy. Wireless service provider Features such as text messaging, location-based services, and some phone features are dependent on your wireless service provider's offerings. For more information, contact your wireless service provider. The wireless network that your device is connected to might affect the availability of some features. Depending on your wireless service provider and available roaming options, different wireless networks are available. Some wireless networks do not support features such as call blocking, call forwarding, or cell broadcasting. For more information, contact your wireless service provider. Wireless network Related information BlackBerry Device Software, 219 Find more information, 31 Check what wireless networks your device connects to, 222 Tips Save time and maximize your efficiency with these quick tips.

Tips: Finding apps Look in a folder on your Home screen Make all hidden apps visible on the Home screen Some apps are located in folders on your Home screen. Click a folder to see what apps are inside. On the Home screen, press the key > Show All. To unhide the app, highlight it and then click Hide to clear the check mark. If Show All does not appear in the menu, there are no apps hidden from view. Search for an app On the Home screen, start typing the application name. 19 User Guide Quick Help Verify that the app is installed On the Home screen or in a folder, click the Options icon. Click Device > Application Management. If the app is listed, it is installed on your BlackBerry® device. Tips: Doing things quickly For full instructions, click the links under Related information at the bottom.
Use the Quick Access area to access popular options Highlight and click an area at the top of the Home screen to access options such as changing your ring tone, setting the alarm, viewing notifications, and turning on or off network connections. On the navigation bar, click All. Press and hold the key. Click an app. See all the apps and folders on the Home screen, or minimize your view and view the wallpaper Switch to another app Open an app with a convenience key Use pop-up menus Note: The other app might still be running in the background.
Press a convenience key on the side of your device. Note: You can customize which app a convenience key opens. Pop-up menus provide common available actions, and appear in the center of the screen. For example, you can use the popup menu in a message to file, forward, or reply to the message. To open a pop-up menu, press and hold the trackpad.
To select a command, click the trackpad. On the Home screen, highlight All on the navigation bar and slide your finger on the trackpad right or left. Highlight an app on the Home screen or in a folder. Press the key > Mark as Favorite. On the Home screen, press the key > Options. Switch to the Favorites, Media, Downloads, and Frequent views Add an app to the Favorites view Change options for the Home screen such as the wallpaper Related information Keep an application running in the background and switch to another application, 215 Assign an application to a Convenience key, 199 Change what happens when you type on the Home screen, 26 20 User Guide Quick Help Tips: Managing indicators Indicators tell you that there is something new or updated, such as a new message, voice message, or feed, or they inform you of the status of something, such as the battery or network connection. Indicators often appear on app icons, new content within apps, and at the top of the Home screen. Remove the new item indicator Remove the unopened message indicator Open each item that has this indicator. For example, to remove it from the Messages icon, click the icon. In the Messages app, do one or more of the following: · Open all of your messages by clicking on them.

If you cannot find all of your unopened messages in your inbox, look in your messages folders.

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· Mark a message as opened. Highlight a message. Press the key > Mark Opened. · Mark all messages that are prior to a date as opened. Highlight a date field. Press the key > Mark Prior Opened. Identify an indicator · You might be able to identify an indicator by seeing the icon of the application that the indicator refers to. To see a complete list of applications on your device and their icons, on the Home screen or in a folder, click the Options icon. Click Device > Application Management.

For a complete list of BlackBerry® indicators, visit www.blackberry.com/docs/smartphones. Click your device model, and then click the Icons and Indicators guide. · Tips: Extending battery life For full instructions, click the links under Related information at the bottom.

Set your BlackBerry® device to turn on and turn off automatically. On the Home screen or in a folder, click the Options icon. Click Device > Auto On/Off. 21 User Guide Quick Help You can set your device to turn off while you aren't using it for an extended period, like when you sleep. Data you receive when the device is turned off automatically updates when the device turns on.

Set backlighting to remain on for a shorter period of time, and lower its brightness Turn off network connections you aren't using On the Home screen or in a folder, click the Options icon. Click Display > Screen Display. On the Home screen, click the connections area at the top of the screen, or click the Manage Connections icon. Click a network connection to clear the check box. In an app, press the key > Close. Close apps when you are finished with them. When you switch from one app to another, some apps, such as the Browser app or the Music app, run in the background, which uses battery power. Switch your vibrating notifications to sound notifications or LED notifications, lower the volume of your sound notifications, or select a shorter ring tone Delete the original text from a reply message If your device has a camera flash, turn off the flash On the Home screen, click the Sound and Alert Profiles icon. Click Change Sounds and Alerts. When you are replying to a message, press the Delete Original Text.

On the Home screen, click the Camera icon. Click the flash icon at the bottom of the screen until the flash off indicator appears. Every few months, use a cotton swab or dry cloth to clean the metal contacts on the battery and the device. key > Keep your battery connections clean. Keeping the battery clean extends the life of your battery. Related information Set your device to turn on and turn off automatically, 243 Set options for backlighting, 203 Turn on or turn off a network connection, 223 Change your ring tone, notifiers, or reminders, 9 Delete the original text from a reply message, 65 Tips: Freeing and conserving storage space Try to maintain at least 400 KB of available application storage on your BlackBerry® device. If you find that your device processes are unusually slow, try freeing storage space by deleting files that you don't need. Changing options for email messages, calendar entries, and media files might help you conserve storage space. For full instructions, click the links under Related information at the bottom. 22 User Guide Quick Help Check how much free storage space you have Delete unneeded files Delete browsing history and clear the cache Reduce the amount of time that your device stores email messages and calendar entries Stop storing sent messages on your device Receive only the first section of long email messages, and choose whether to download more Store files on a media card instead of the device Reduce the size of pictures you take On the Home screen or in a folder, click the Options icon.

Click Device > Storage. On the Home screen or in a folder, click the Files icon. Find and key > Delete. highlight a file. Press the On the Home screen, click the Browser icon.

Press the key > Options. Go to the Clear Browsing Data section. On the Home screen, click the Messages icon or Calendar icon. Press the key > Options. On the Home screen, click the Messages icon.

Press the key > Options > Email Preferences. On the Home screen, click the Messages icon. Press the key > Options > Message Display and Actions. Your BlackBerry device supports media card sizes up to 32 GB. Only microSD media cards are supported. On the Home screen, click the Camera icon. Press the key > Options. Research In Motion recommends that you regularly create and save a backup file on your computer, especially before you update any software. Maintaining a current backup file on your computer might allow you to recover device data if your device is lost, stolen, or corrupted by an unforeseen issue. Related information View the amount of available storage space on your device, 245 Move, rename, or delete a file, 117 Delete browsing information, 157 Set how long your device stores messages, 74 Change how long your device stores calendar entries, 171 Stop storing messages sent from your computer on your device, 74 Stop storing messages sent from your device on your computer, 74 Receive only the first section of long email messages, 72 Change the size of pictures that you take, 130 The application memory on my device is low, 248 Tips: Keeping your information safe You can take some simple steps to help prevent the information on your BlackBerry® device from being compromised, such as avoiding leaving your device unattended.

23 User Guide Quick Help Research In Motion recommends that you regularly create and save a backup file on your computer, especially before you update any software. Maintaining a current backup file on your computer might allow you to recover device data if your device is lost, stolen, or corrupted by an unforeseen issue. For full instructions, click the links under Related information at the bottom. Set a password Encrypt contacts and files Back up your device data On the Home screen or in a folder, click the Options icon. Click Security > Password. On the Home screen or in a folder, click the Options icon. Click Security > Encryption. Use the backup tool in the BlackBerry® Desktop Software to back up your device data. To download the BlackBerry Desktop Software, from your computer, visit www.blackberry.

com/ desktop and select the appropriate option for your computer. Related information Set a device password, 256 Turn on encryption, 138 Tips: Updating your software Updated BlackBerry® Device Software and BlackBerry® Desktop Software are released periodically, and you might be able to update the software from either your computer or your smartphone. Research In Motion recommends that you regularly create and save a backup file on your computer, especially before you update any software. Maintaining a current backup file on your computer might allow you to recover device data if your device is lost, stolen, or corrupted by an unforeseen issue.

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For full instructions, click the links under Related information at the bottom.
Check to see if there is updated BlackBerry Device Software that you can download over the network Update your BlackBerry Device Software from your computer Depending on your device model, this feature might not be supported. On the Home screen or in a folder, click the Options icon. Click Device > Software Updates. Connect your device to your computer and on your computer, visit: www.blackberry.
com/software. Click on BlackBerry Device Software and follow the links to update your software. For instructions, see the Help in BlackBerry Desktop Software. Visit www.blackberry.com/desktopsoftware. Set your BlackBerry Desktop Software to check for updates automatically Update your BlackBerry Desktop Software Related information BlackBerry Device Software, 219 24 User Guide Quick Help Visit the Setup application The Setup application helps you learn about navigation and typing, change options to personalize your BlackBerry® device, and set up network connections, such as Bluetooth® connections. You can also set up email addresses and social networking accounts. The Setup application should appear automatically the first time that you turn on your device. 1.

If the Setup application does not appear automatically, on the Home screen or in a folder, click the Setup icon. 2. Click a section to change options or to complete a short series of prompts that help you set the options. Make it yours Make your BlackBerry® smartphone your own by getting apps, transferring your files, and personalizing your settings. Your Home screen Switch themes 1. 2. 3. 4. On the Home screen or in a folder, click the Options icon. Click Display > Screen Display.
In the Theme section, click a theme. Click Activate. To delete a theme, click the theme. Click Delete. Related information My display changed, 206 Use a picture as your device wallpaper 1.
On the Home screen, click the Media icon > Pictures icon. 2. Browse to a picture. 3. Press the key > Set As Wallpaper.
Related information My display changed, 206 Move an application icon 1. On the Home screen or in an application folder, highlight an application icon. 2. Press the Menu key. 3. Perform one of the following actions: · To move the application icon to a different location on the Home screen, click Move. On the trackpad, slide your finger to the new location. Click the trackpad. · To move the application icon into an application folder, click Move to folder. Click an application folder.

25 User Guide Quick Help · To move the application icon out of an application folder, click Move to folder. Click Home or an application folder. Add, change, or delete a folder on the Home screen On the Home screen, do one of the following: · To add a folder, press the key > Add Folder. Type a name for the folder. To change the folder icon style, click the folder icon. Click a folder icon style. Click Add. · To change a folder, highlight a folder. Press the key > Edit Folder. Change the folder name or folder icon style.
Click Save. · To delete a folder, highlight a folder. Press the key > Delete. Find or hide an application icon Depending on your theme, you might not be able to hide some application icons. On the Home screen or in a folder, do any of the following: · To see all your application icons, press the key > Show All. · To hide an application icon, highlight the icon. Press the key > Hide. · To show all hidden application icons, press the key > Show All. · To stop hiding an application icon, highlight the icon. Press the key > Hide.
A check mark should not appear beside the Hide field. Related information My display changed, 206 Add a shortcut to your Home screen or Favorites view You can add a shortcut to give yourself quick access to items such as frequently used websites, contacts, or apps. Browse to a website, or highlight the item you want to create a shortcut for. · To add a shortcut on the Home screen, press the key > Add to Home Screen. · To add a shortcut to your Favorites view, press the key > Mark as Favorite. Set the number of icons that appear on the Home screen 1. 2. 3. 4. On the Home screen or in a folder, click the Options icon.

Click Accessibility. Change the Home Screen Grid Layout field. Press the key > Save. Change what happens when you type on the Home screen Depending on your typing input language, you might not be able to use shortcut keys to open applications. 1. On the Home screen, press the key > Options. · To search your BlackBerry® device or the Internet when you type on the Home screen, change the Launch by Typing field to Universal Search. 26 User Guide Quick Help · To open applications when you press shortcut keys, change the Launch by Typing field to Application Shortcuts. 2. Press the key > Save.
Add a message that appears when your device is locked 1. 2. 3. 4. On the Home screen or in a folder, click the Options icon.
Click Display > Message on Lock Screen. Type the text that you want to appear on the screen when your device is locked. Press the key > Save. Get apps, music, ring tones, pictures, and videos About adding applications Depending on your wireless service provider and region, you might have the option to add or update applications using the BlackBerry App WorldTM storefront, the BlackBerry® Desktop Software, or the Application Center. You might also be able to download applications from a web page (try visiting mobile.
blackberry.com from your BlackBerry device), or from an application offered by your wireless service provider. Additional terms and conditions might apply to software and services made available through the BlackBerry App WorldTM storefront, the BlackBerry Desktop Software, or the Application Center. Data charges might apply when you add or use an application over the wireless network. For more information, contact your wireless service provider. BlackBerry App World If you have BlackBerry App World on your device, you can search for and download games, social networking applications, personal productivity applications, and much more. Using an existing PayPal® account, you can buy and download items over the wireless network to your device. To download BlackBerry App World, visit www.blackberryappworld.com.

For more information about managing applications using BlackBerry App World, click the App World icon. Press the > Help. BlackBerry Desktop Software If you have the BlackBerry Desktop Software installed on your computer, you can connect your device to your computer to add, update, remove, or restore applications. You can also add applications to your device that you have downloaded to your computer, without having to use the wireless network. To download the BlackBerry Desktop Software, visit www.blackberry.com/desktop. For more information about managing applications using the BlackBerry Desktop Software, see the Help in the BlackBerry Desktop Software.

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Application Center key 27 User Guide Quick Help If you have the Application Center on your device, you can add, update, or return to the previous version of a select number of applications that are hosted by your wireless service provider. Depending on your wireless service provider, this feature might not be available.

For more information about managing applications using the Application Center, click the Application Center icon. Press the key > Help. Transfer a file from your computer to your device using your device as a USB memory drive You must use the BlackBerry® Desktop Software to manage and preserve the information or the encryption that is associated with your media files when you transfer files between your BlackBerry device and your computer. 1. Connect your device to your computer using a USB cable.

2. Do one of the following: · If you want to transfer most types of files, in the dialog box that appears on your device, select the USB Drive option. · If you want to transfer media files that are protected with DRM, in the dialog box that appears on your device, select the media transfer option. 3. If necessary, type a password.

Your device appears as a drive on your computer. 4. Drag a file from a location on your computer to a folder on your device. To view the transferred file on your device, disconnect your device from your computer and find the file. Related information Transfer your media files from your computer to your device using BlackBerry Desktop Software, 28 Transfer your media files from your computer to your device using BlackBerry Desktop Software With the BlackBerry® Desktop Software, you can synchronize media files, including iTunes playlists and Windows Media® Player playlists, to your BlackBerry device. To download the BlackBerry Desktop Software, from your computer, visit www.blackberry.com/desktop and select the appropriate option for your computer. 1. Connect your device to your computer.

2. On your device, in the dialog box that appears, select any of the file transfer options. 3. On your computer, open the BlackBerry Desktop Software. 4. Click the media transfer option that best suits what you want to do. For more information about synchronizing media files, see the Help in the BlackBerry Desktop Software. Related information Transfer a file from your computer to your device using your device as a USB memory drive, 12 28 User Guide Quick Help Calls and sound profiles Change the default volume for calls You can increase or decrease the default volume for calls. The higher you set the volume percentage, the louder the volume is. 1.

From the Home screen, press the key. 2. Press the key > Options > In-call Settings. 3. Change the Default Call Volume field.

4. Press the key > Save. Change your ring tone, notifiers, or reminders In addition to changing the tone, you can also change options for volume, LED, vibration, and notification during calls. 1. On the Home screen, click the Sound and Alert Profiles icon.

2. Click Change Sounds and Alerts > Sounds for Selected Profile. · To change your ring tone, click Phone. · To change notifiers or reminders, click to expand a section. Click an option. 3. @@@@Find and click a song. @@Find and click a voice note. · To use a preloaded alert, click All Alerts. Find and click an alert.

4. Press the key > Save. Related information I can't change the number of times that my device rings, 59 Add a contact alert You can create contact alerts that allow you to customize ring tones and alerts for calls and messages from specific contacts or groups of contacts. @@@@1. On the Home screen, click the Sound and Alert Profiles icon. 2. @@3. In the Name field, type the name of the contact alert. 4. In the Contacts field, type the name of the contact.

5. Click a contact. 6. Change the ring tone and alert information for calls and messages. 7.

Press the key > Save. @@Press the key > Delete. 29 User Guide Quick Help Set up speed dial for a contact 1. 2. 3.

4. 5. From the Home screen, press the Send key. Press the key > View > Speed Dial List. In the Speed Dial Numbers list, click an unassigned key. Click a contact. If necessary, click a phone number for the contact. To make a call using speed dial, from the Phone application, the Home screen, a message, or a message list, press and hold the key that you assigned to the contact. Add a contact picture for caller ID 1. 2.

3. 4. 5. 6. 7. 8. On the Home screen, click the Contacts icon. Highlight a contact. Press the key > Edit. key > Add Picture.

Press the Find, highlight, and click a picture. If necessary, move the crop box to the portion of the picture that you want to use. Press the key > Crop & Save. Press the key > Save. Related information My contact pictures keep changing, 181 Typing and trackpad Set the cursor speed 1.

2. 3. 4. On the Home screen or in a folder, click the Options icon. Click Typing and Input > Keyboard.

Change the Key Rate field. Press the key > Save. Set the trackpad sensitivity You can set how the trackpad responds to your touch. A high sensitivity level requires less pressure than a lower sensitivity level. 1. On the Home screen or in a folder, click the Options icon. 2. Click Typing and Input > Trackpad Sensitivity. 3. Change the Horizontal Sensitivity field and Vertical Sensitivity field.

4. Press the key > Save. 30 User Guide Quick Help Change your typing style You can change how your BlackBerry® device recognizes what you type by selecting a typing style. 1. On the Home screen or in a folder, click the Options icon. 2. Click Typing and Input > Typing. 3. For a keyboard, do one of the following: · To turn off all typing assistance, change the Style field to Direct. · To set your device to suggest word predictions as you type, change the Style field to Predictive.

4. Press the key > Save. Find more information · · · · Help on your device: Find step-by-step instructions in the user guide for your BlackBerry® device. Click Help on the Home screen or in an application menu. www.

discoverblackberry.com: Find software, applications, and accessories for your device. Your wireless service provider web site: Find information about your wireless network or wireless service plan. www.blackberry.

com/go/declarationofconformity: View the Declaration of Conformity made under Directive 1999/5/EC (HG nr.88/2003). 31 User Guide Shortcuts Shortcuts Depending on the typing input language that you are using, some shortcuts might not be available. Phone shortcuts Depending on the typing input language that you are using, some shortcuts might not be available. Change your ring tone Check your voice mail Set up speed dial for a contact Add an extension to a phone number Type a letter in a phone number field Insert a plus sign (+) when typing a phone number Turn on or turn off the speakerphone during a call Stop listening to a call with a wireless headset Change the active phone number From the Home screen, press the Ring Tones.

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Press and hold 1. From the Home screen or in the phone application, press and hold the key that you would like to assign speed dial to. Press the Alt key and X. Type the extension number. Press the Alt key and the letter key.

Press O Press the Press the key on the keyboard. key on the keyboard. key. Click your phone number at key. Press the key > Phone From the Home screen, press the the top of the screen. Click a phone number. Message shortcuts Depending on the typing input language that you are using, some shortcuts might not be available. In a message Reply to a message Reply to all in an email or a PIN message Forward a message File an email message View or hide the email address of a contact Press R Press L Press F Press I Highlight the contact in the To or From field. Press Q. 32 User Guide Shortcuts Move to the last cursor position after you close and reopen a received email or PIN message Move to the next message Move to the previous message In your message inbox Open a message Compose a message from a message inbox Mark a message as opened or unopened Add a flag to a message View all flagged messages View received messages and received call logs View sent messages View voice mail messages View text messages View call logs View all your messages Move around your message inbox Move up a screen Move down a screen Move to the top of a message inbox Move to the bottom of a message inbox Move to the next unopened item Move to the next related message Move to the previous related message Press G Press N Press P Press the Press C key.
Press the Alt key and U. Press W Press the Alt key and F. Press the Alt key and I. Press the Alt key and O. Press the Alt key and V.
Press the Alt key and S. Press the Alt key and P. Press the key. Press the Shift key and the Space key. Press the Space key.
Press T Press B Press U Press J Press K File and attachment shortcuts Depending on the typing input language that you are using, some shortcuts might not be available. 33 User Guide Shortcuts Search for text in a file or an attachment Move to the last cursor position after closing and reopening a file or an attachment In a spreadsheet Move to a specific cell View the content of a cell Switch worksheets View or hide columns or rows In a presentation Switch presentation views Move to the next slide when viewing a presentation in slide view Move to the previous slide when viewing a presentation in slide view Move to the last cursor position after closing and reopening a presentation that you were viewing in text view or in text and slide view Press F Press G Press G Press the Space key Press V. Click a worksheet. Press H Press M Press N Press P Press G Typing shortcuts Depending on the typing input language that you are using, some shortcuts might not be available. Insert a period Insert an at sign (@) or a period (.) in an email address field Capitalize a letter Turn on CAP lock Type a symbol Press the Space key twice. The next letter is capitalized. Press the Space key. Press and hold the letter key until the capitalized letter appears. Press the Alt key and the Right Shift key.

To turn off CAP lock, press the Left Shift key or Right Shift key. Press the Symbol key. Type the letter that appears below the symbol. 34 User Guide Shortcuts Type the alternate character on a key Type an accented or special character Press the Alt key and the character key. Press and hold the letter key and, on the trackpad, slide your finger left or right. For example, to type ü, press and hold U and slide your finger left until ü appears. Release the letter key when the accented or special character appears. Press and hold the Alt key and press the number key. Press a number key. You do not need to press the Alt key. Press the Alt key and the Left Shift key. To turn off NUM lock, press the Left Shift key or Right Shift key. Press the Left Shift key or Right Shift key and, on the trackpad, slide your finger up or down. Press the Left Shift key or Right Shift key and, on the trackpad, slide your finger left or right. Press the Left Shift key or Right Shift key and the Backspace/ Delete key.
Press the Alt key and click the trackpad. Press the Left Shift key or Right Shift key and click the trackpad. Type a number in a text field Type a number in a number field Turn on NUM lock Highlight a line of text Highlight text character by character Cut highlighted text Copy highlighted text Paste text Media shortcuts Depending on the typing input language that you are using, some shortcuts might not be available. Audio and video files Pause an audio or video file Resume playing an audio or video file Play the next song Play the previous song Turn on the audio boost feature if you are using a headset Press the Press the key on the top of your BlackBerry® device. key.
Press and hold the Volume Up key on the right side of your device. Press and hold the Volume Down key on the right side of your device. When you are playing an audio or video file, press the Volume Up key until you reach the highest volume setting, and then press the Volume Up key again four times quickly. Pictures 35 User Guide Shortcuts Zoom in Zoom out Pan up Pan down Pan right Pan left Rotate Camera and video camera Zoom in before you take a picture or record a video Zoom out before you take a picture or record a video Take a picture Press I Press O Press 2 Press 8 Press 6 Press 4 Press L Press the Volume Up key. Press the Volume Down key. Press the Right Convenience key on the side of your device. Browser shortcuts To use browser shortcuts, you might need to turn on shortcuts in the browser options. Depending on the typing input language that you are using, some shortcuts might not be available. Insert a period (.) in the web address field Insert a slash mark (/) in the web address field Stop loading a web page Close the browser On a web page Quickly switch between tabs Zoom in to a web page Zoom out from a web page Go to the start page Return to the home page Open the bookmark list Press W Press I Press O Press G Press H Press K Press the Space key.

Press the Shift key and the Space key. Press the Escape key. Press and hold the Escape key. 36 User Guide Shortcuts Add a bookmark View a list of web pages that you have visited recently Refresh a web page Find text on a web page Open the browser options Move around a web page Move up a screen Move down a screen Move to the top of a web page Move to the bottom of a web page Press A Press Y Press R Press F. To find the next instance of the text, press V. Press S Press the Shift key and the Space key. Press the Space key. Press T Press B Calendar shortcuts Depending on the typing input language that you are using, some shortcuts might not be available. For shortcuts to work in Day view, press the Entry check box. Schedule an appointment Change to Agenda view Change to Day view Change to Week view Change to Month view Move to the next week, month, or day in Agenda view Move to the previous week, month, or day in Agenda view Move to the current date Move to a specific date key > Options.

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Click Calendar Display and Actions. Clear the Enable Quick Press C Press A Press D Press W Press M Press the Space key. Press the Shift key and the Space key. Press T Press G 37 User Guide Shortcuts Search shortcuts Depending on the typing input language that you are using, some shortcuts might not be available. Search for an item on your BlackBerry® device Search for a contact in a list of contacts Search for text in a message Search for text in a file or an attachment Search for text on a web page Search for text in a presentation Start typing on the Home screen.

Type part or all of a contact name, or type initials separated by a space. Press S Press F Press F Press F Note: You can change what happens when you type on the Home screen. To search for text in a presentation, you must view the presentation in text view or in text and slide view. Map shortcuts Depending on the typing input language that you are using, some shortcuts might not be available. Zoom in to a map Zoom out from a map Move to the next direction on a route Move to the previous direction on a route Press I Press O Press N Press P Troubleshooting: Shortcuts I cannot use a shortcut Depending on the typing input language that you are using, some shortcuts might not be available.

Try changing the typing input language. 38 User Guide Shortcuts Related information Change the language, 201 39 User Guide Phone Phone Phone basics Find your phone number Do one of the following: · To view your active phone number, from the Home screen, press the key.Your phone number appears at the top of the screen. · If you have multiple phone numbers associated with your BlackBerry® device, to view a list of your phone numbers, from the Home screen, press the key.Click the phone number at the top of the screen. If your wireless service plan supports text messaging, the first phone number in the list is the phone number that you use to send and receive text messages. Related information About multiple phone numbers, 53 My phone number appears as Unknown in the Phone application, 58 Make a call 1. Do one of the following: · If your BlackBerry® device is unlocked, press the key. · If your device is locked and you do not want to unlock it, press the 2. Type a phone number or contact name.

3. Press the key. To end the call, press the key. key > Place Call. Related information Add a pause or a wait to a phone number, 174 Available voice commands, 297 Turn on dialing from the Lock screen, 54 I can't make or receive calls, 57 Answer a call Press the key. key. To end a call, press the Related information Change your ring tone, notifiers, or reminders, 9 40 User Guide Phone I can't make or receive calls, 57 Answer a second call Depending on your wireless service provider and wireless network, this feature might not be supported. During a call, press the key. · To answer the incoming call and place the current call on hold, click Answer - Hold Current. · To answer the incoming call and end the current call, click Answer - Drop Current.

To return to the first call, press the key > Swap or Flash. Change your ring tone, notifiers, or reminders In addition to changing the tone, you can also change options for volume, LED, vibration, and notification during calls. 1. On the Home screen, click the Sound and Alert Profiles icon. 2.

Click Change Sounds and Alerts > Sounds for Selected Profile. · To change your ring tone, click Phone. · To change notifiers or reminders, click to expand a section. Click an option. 3.

@@@@Find and click a song. @@Find and click a voice note. · To use a preloaded alert, click All Alerts. Find and click an alert. 4. Press the key > Save. Related information I can't change the number of times that my device rings, 59 Mute a call During a call, press the To turn off mute, press the key on the top of your device. key again. Place a call on hold If your BlackBerry® device is connected to a CDMA network, you cannot place a call on hold. During a call, press the To resume a call, press the key > Hold.

key > Resume. 41 User Guide Phone Turn on the speakerphone CAUTION: Do not hold the BlackBerry® device near your ear while you use the speakerphone. Hearing damage can occur. For more information, see the Safety and Product Information booklet for your device. During a call, press the Related information Bluetooth technology, 235 key on the keyboard. key again. To turn off the speakerphone, press the Dial an extension 1. Press the X key. 2. Type the extension number.

Dial using numbers or letters When you type a letter in a phone number, your BlackBerry® device dials the number that is associated with the letter on a conventional phone keypad. · To type a number, press a number key. · To type a letter, press and hold the Alt key. Press the letter key. Switch applications during a call During a call, press the key > Switch Application.

key. Note: If you switch to a different application and you want to end the call, press the About using a headset You can purchase an optional headset to use with your BlackBerry® device. If you use a headset, you can use a headset button to answer or end a call, or to turn on or turn off mute during a call. Depending on your device model, you might be able to use a headset button to make a call using a voice command. Depending on your headset, you might also be able to use a headset button to pause, resume, skip, or adjust the volume of audio or video files.

For more information about using the headset, see the documentation that came with your headset. 42 User Guide Phone Emergency calls About emergency calls and Emergency Callback Mode If you are outside of a wireless coverage area and the SOS wireless coverage indicator appears at the top of the screen, you can call only emergency numbers. Your BlackBerry® device is designed to allow emergency calls even when your device is locked. Depending on your device model and the wireless network that your device is connected to, your device is also designed to allow emergency calls when the SIM card is not inserted. If the connection to the wireless network is turned off when you initiate an emergency call, your device is designed to connect to the wireless network automatically. You can make emergency calls by typing only official emergency access numbers (for example, 911 or 112). Note: You should not rely on any wireless device for essential communications, including medical emergencies. Emergency numbers may vary by location and emergency calls may be blocked or impeded by network, environmental, or interference issues. If your device is connected to a CDMA network, when you end an emergency call, your device enters Emergency Callback Mode. This mode allows the operator to call you back or find your approximate location.

Depending on your wireless service provider, Emergency Callback Mode is active for 5 minutes or until you make a non-emergency call.

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