



QUICK START GUIDE

Mobile Email for Feature Phones



With Mobile Email, you can bring work and personal email, contacts, and calendars together on your Verizon Wireless device.

You can access the following services:

- + Verizon.net
- + Yahoo!® Mail
- + Microsoft® Windows Live® Mail, MSN® Hotmail®, MSN, and Live.com
- + Microsoft Exchange¹
- + AOL® Mail and AIM® Mail
- + Gmail™
- + Any other email service accessible through POP or IMAP

Installing the Mobile Email Client

Verizon Mobile Email can be downloaded from your device by visiting **Browse and Download > Get New Apps > Email > Select Mobile Email-Latest Version**.

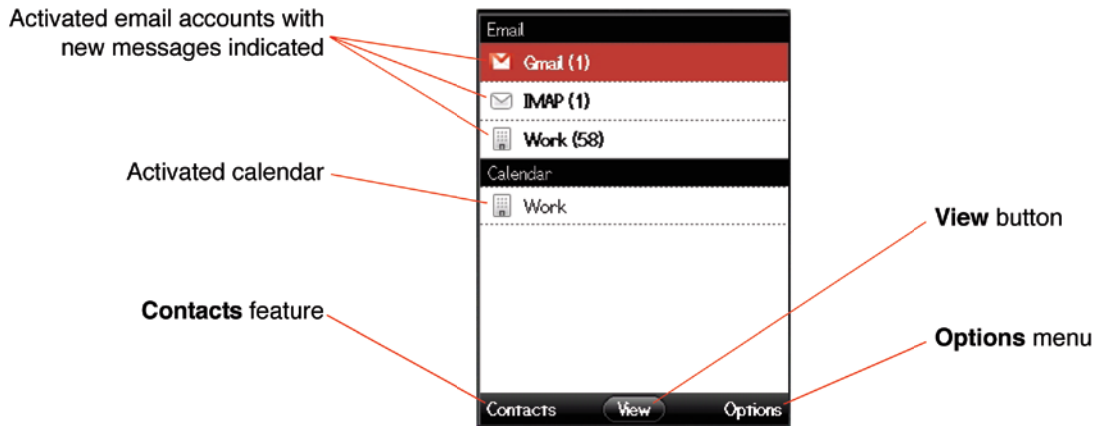
Activating the Client

After installing Mobile Email, you can launch the client simply by selecting Mobile Email on the home screen of the device. You must accept the Mobile Email terms of service to continue using the service. Important: We recommend that you remove any older versions of Mobile Email via **Media Center > Browse and Download** to prevent subscription charges.

¹ Microsoft Exchange is supported for Exchange 2003 and above when IT administrator has enabled Outlook® Web Access and/or Exchange Web Services. A data plan is strongly recommended when using Microsoft Exchange.

Using the Home Screen

You can choose the account or function you want from the home screen.



To access the email home screen while within the application, simply select the CLR button.

Most screens have an **Options** menu on the lower right that enables you to perform actions on the currently selected item.

The following table describes the available options for Mobile Email on the home screen:

Options	Description
Compose	Create a new email message.
Check Email	Transmit messages from the outbox to the server and download new messages from the server.
Settings	Access configuration settings for the selected item; see <i>Changing Settings</i> .
Add Account	Activate another email account on your mobile phone.
Delete Account	Remove the selected account from your mobile phone.
About	View software version information.

Please note: If you are using a touch screen-capable device, you will need to click on the plus (+) sign next to the configured account to access settings for that account.

Using Mobile Email

Use Mobile Email to send, receive, and manage email on your mobile phone. The following figure shows the mailbox for a Gmail account. You can view your other activated accounts by using the right-left navigation keys.



The following table describes the available mailbox options:

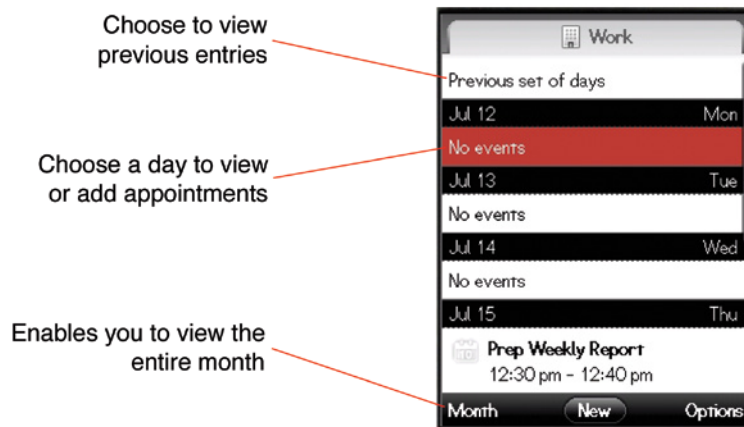
Options	Description
Reply	Respond to the sender of the message; includes the ability to forward the message to others.
Compose	Create a new email message.
Mark as Read/Unread	Change the status of the message to Read/Unread.
View Folders	View a different folder within the mailbox.
Multi-Select	Select multiple messages in the mailbox.
Save	Save the currently displayed message.
Message Info	Display the information contained in the message header.
Home	Returns you to the home screen.
Text Mode	Change the input mode: alphabetical or symbols.
Edit To List	Add recipients in the "To" field of an outgoing message.
Change Priority	Designate an outgoing message as high, medium, or low importance.
Add Photo	Attach a photo to an outgoing message.
Show/Hide BCC	Display/hide the blind-copy field in a new message (for recipients who are not displayed).
Cancel Changes	Close and delete a new message in progress.

If a telephone number, email address, or URL appears in an email message, you can use the live link feature to make a call, send an email message, or open the URL. Use the navigation keys to choose the link that initiates the action you want.

See the *Changing Settings* section for more information about settings that affect your mailboxes.

Using the Calendar

Use the calendar service to manage your appointments and meetings. It is available for corporate email accounts with Microsoft Exchange.



The following table describes the available calendar options:

Options	Description
Add Event	Create a new calendar entry.
Previous Week/Month	View the previous week/month.
Next Week/Month	View the next week/month.
Go to Today	Select the current day.
Check Calendar	Download the latest calendar data from the server.

Searching for Contacts

The searching of online contacts is supported for Microsoft Exchange Corporate Directory, Yahoo!, Hotmail, and Gmail accounts. To search for a contact, either select **Search Online Contact** from the “To” box of a new message or choose the **Contacts** soft key on the email home screen.



You can search your contacts by entering the first few letters of the person’s name in the text field provided in the **Contacts** or **Online** tabs.

Changing Settings

You can change settings at several different levels to suit your preferences. General settings apply to all accounts, and there are also settings specific to each account.

To change the settings, select the appropriate item on the home screen, and choose **Options > Settings**.

The following table shows the items that apply to each category:

Category	Scope	Settings
General settings	All accounts	<ul style="list-style-type: none"> + Region + Date/time format + Message signature + Hours for quiet time + Pause your email service² + Roaming + Confirmation of deletions + Advanced settings: Includes the Check For Upgrade, Refresh All Data, Send Log, and Clear Attachments commands
Email	Accounts	<ul style="list-style-type: none"> + Name of the account + Message signature + Add an email signature to sent messages + How much email history to maintain on the phone + Message truncation size + New email message receipt and notification + Delete the account
Calendar	Accounts	<ul style="list-style-type: none"> + Disable calendar + How much calendar history to maintain + How much calendar future to maintain

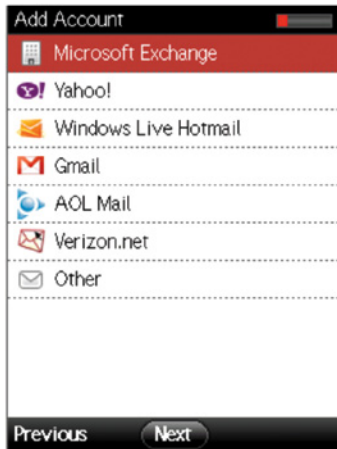
² This setting is recommended when you are in a roaming area to eliminate excessive data charges.

Provisioning a New Account: Microsoft Exchange

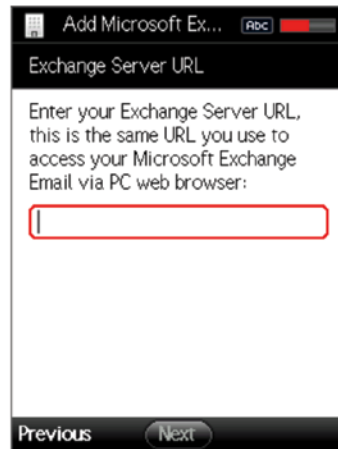
If allowed by your administrator, you can add as many accounts as you wish.

To add an account:

1. Select an account.



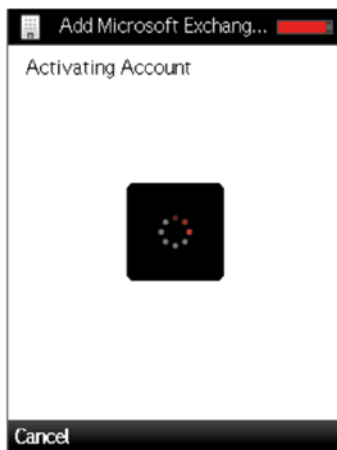
2. Follow the prompt and enter the server URL.



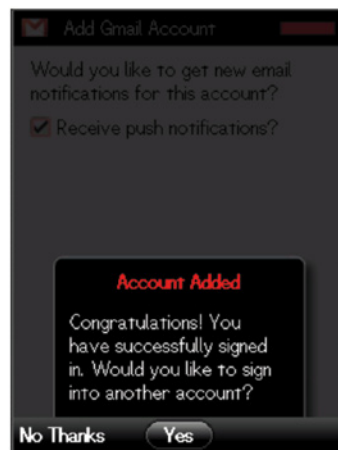
3. Then enter login credentials³



4. Loading screen.



5. Add another account.



Updating the Application Software

You will receive one of the following messages from the server when a new version of the application is available.

- + "A new version is required. You must upgrade your software in order to keep using it. Click **OK** to upgrade."
- + "A new version is available. Do you want to upgrade? Choose **Now** to start the upgrade, or choose **Later** to receive a reminder in 25 hours."

You can also manually check for updated software by choosing **Options > Settings > General Settings > Advanced Settings > Check for Upgrade** on the home screen.⁴

³ If your company requires a domain, you must enter your user name as domain\user name.

⁴ Upgrade is not recommended for customers who do not have a \$9.99 or higher data package. Additional charges will apply for upgrade.

Use of Exchange feature requires IT administrator to allow access to Microsoft Exchange via Outlook® Web Access and/or Exchange Web Services and WebDAV. These services must be enabled on the Exchange server. A data plan is strongly recommended when using Exchange via Mobile Email. Microsoft Exchange Server 2003 or newer is required.



Mobile Email Alerts

Mobile Email alerts you when you receive new email. If you'd like to turn off email alerts, visit the settings for any account and then turn the **Notify on New Email** setting to OFF.

Attachments

Mobile Email allows you to view .jpg, .png, .gif, and .txt attachments on your phone. Other attachments may be downloaded, but not viewed. We recommend downloading attachments only to your memory card. To send an attachment, add an attachment using the message composer and then choose from the listed folders on your handset.