
User Guide

Nokia Lumia 510

NOKIA

User Guide

Nokia Lumia 510

Contents

Safety	4	Take a photo	44
Get started	5	Use different scene modes	45
Keys and parts	5	Record a video	45
Back, start, and search key	6	Camera tips	46
Insert the SIM card	6	Save location info to your photos and videos	46
Charge your phone with a USB charger	8	Share your photos and videos	46
Antenna locations	8	Manage your shots	47
Switch the phone on	9	Maps & navigation	51
Windows Live ID	10	Switch location services on	51
Copy contacts	10	Nokia Maps	51
Lock keys and screen	11	Nokia Drive	54
Connect the headset	12	Positioning methods	58
Change the volume	12	Internet	59
Set up sync with computer	13	Define internet connections	59
Icons shown on your phone	13	Connect your computer to the web	59
Basics	15	Web browser	60
Get to know your phone	15	Search the web	62
Personalise your phone	19	Close all internet connections	62
Extend battery life	22	Entertainment	63
Save on data roaming costs	23	Watch and listen	63
Write text	23	FM radio	63
Clock	27	Sync music between your phone and PC	64
Nokia account	28	Marketplace	65
People & messaging	29	Games	66
Calls	29	Office	69
Contacts	31	Microsoft Office Mobile	69
Social networks	34	Write a note	72
Messages	35	Make a calculation	72
Mail	39	Calendar	73
Camera	44		

Phone management & connectivity	75
Keep your phone up to date	75
Memory and storage	76
Security	79
Wi-Fi	80
Bluetooth	81
Access codes	83
Help and support	84
Product and safety information	85

Safety

Read these simple guidelines. Not following them may be dangerous or illegal.



SWITCH OFF IN RESTRICTED AREAS

Switch the device off when mobile phone use is not allowed or when it may cause interference or danger, for example, in aircraft, in hospitals or near medical equipment, fuel, chemicals, or blasting areas. Obey all instructions in restricted areas.



ROAD SAFETY COMES FIRST

Obey all local laws. Always keep your hands free to operate the vehicle while driving. Your first consideration while driving should be road safety.



INTERFERENCE

All wireless devices may be susceptible to interference, which could affect performance.



QUALIFIED SERVICE

Only qualified personnel may install or repair this product.



BATTERIES, CHARGERS, AND OTHER ACCESSORIES

Use only batteries, chargers, and other accessories approved by Nokia for use with this device. Third-party chargers that comply with the IEC/EN 62684 standard, and that can connect to your device micro USB connector, may be compatible. Do not connect incompatible products.



KEEP YOUR DEVICE DRY

Your device is not water-resistant. Keep it dry.



GLASS PARTS

The device screen is made of glass. This glass can break if the device is dropped on a hard surface or receives a substantial impact. If the glass breaks, do not touch the glass parts of the device or attempt to remove the broken glass from the device. Stop using the device until the glass is replaced by qualified service personnel.



PROTECT YOUR HEARING

To prevent possible hearing damage, do not listen at high volume levels for long periods. Exercise caution when holding your device near your ear while the loudspeaker is in use.

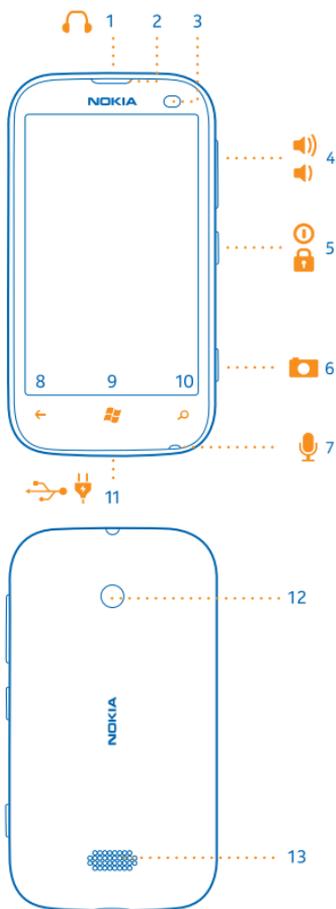
Get started

Get to grips with the basics and have your phone up and running in no time.

Keys and parts

Explore the keys and parts of your phone.

- 1 Connector for headphones and loudspeakers (3.5 mm)
- 2 Earpiece
- 3 Proximity sensor. Do not cover, for example, with protective film or tape.
- 4 Volume keys
- 5 Power/Lock key
- 6 Camera key
- 7 Microphone
- 8 Back key
- 9 Start key
- 10 Search key
- 11 Micro-USB connector. Used also to charge the battery.
- 12 Camera lens
- 13 Loudspeaker



Back, start, and search key

The back, start, and search keys help you navigate your phone.

- To switch between open apps, press and hold , swipe left or right, and tap the app you want.
- To go back to the previous screen you were in, press . Your phone remembers all the apps and websites you've visited since the last time your screen was locked.
- To go to the start screen, press . The app you were in remains open in the background.
- To control your phone with your voice, press and hold , and say a voice command.

This feature is not available in all languages. For more info on feature and service availability, see the How-to section at www.windowsphone.com.

- To search the web, press .

Insert the SIM card

Read on to learn how to put your SIM card in your phone.

- ❗ **Important:** This device is designed to be used with a mini-UICC SIM card, also known as a micro-SIM card only. A micro-SIM card is smaller than the standard SIM card. Use of incompatible SIM cards may damage the card or the device, and may corrupt data stored on the card.

Do not use SIM cards that have been modified to fit the micro-SIM slot. To replace a standard SIM card with a micro-SIM card, contact your service provider.

Do not attach any stickers to the card.

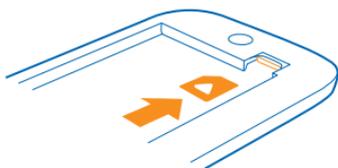
1. Put your fingernail in the gap on the lower right edge of the phone, and carefully lift and remove the back cover.



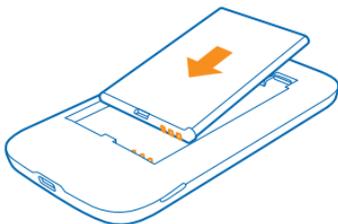
2. If the battery is in the phone, lift it out.



3. Push the card in, contact area face down.



4. Line up the battery contacts, and put the battery in.

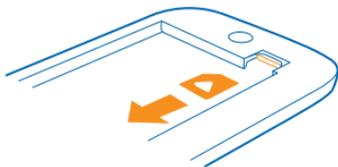


5. Put the cover back on.



Remove the SIM card

Remove the back cover and battery, and pull the card out.

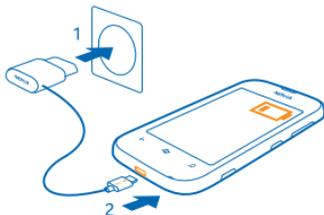


Charge your phone with a USB charger

Your battery has been partially charged at the factory, but you may need to recharge it before you can switch the phone on for the first time.

Make sure you use a compatible USB charger to charge your phone.

1. Plug the charger into a wall outlet, then connect the USB cable to your phone.



2. When the battery is full, disconnect the charger from the phone, then from the wall outlet.



You don't need to charge the battery for a specific length of time, and you can use the phone while it's charging.

If your phone is off when you start charging, it automatically switches on.

If the battery is completely discharged, it may take several minutes before the charging indicator is displayed or before any calls can be made.

★ **Tip:** You can use USB charging when a wall outlet is not available. Data can be transferred while charging the device. The efficiency of USB charging power varies significantly, and it may take a long time for charging to start and the device to start functioning.

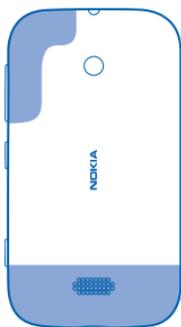
First connect the USB cable to the computer, then to your phone. When the battery is full, first disconnect the USB cable from your phone, then from the computer.

Antenna locations

Learn where the antennas are located on your phone to get the best possible performance.

Avoid touching the antenna area while the antenna is in use. Contact with antennas affects the communication quality and may reduce battery life due to higher power level during operation.

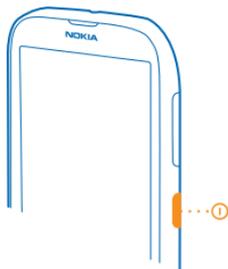
The antenna areas are highlighted.



Switch the phone on

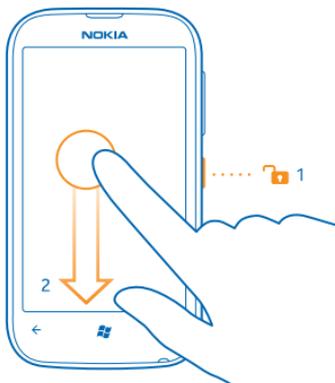
Are you ready? Switch your phone on, and start exploring it.

Press and hold the power key until the phone vibrates.



Switch the phone off

Press and hold the power key, and drag the lock screen down.



Windows Live ID

With a Windows Live ID (also called Microsoft account), you can access all Windows Live and Zune services with a single username and password on your computer or phone. You can also use the same username and password to access Xbox Live services on your Xbox.

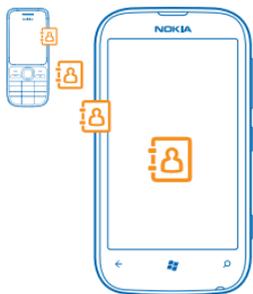
With your Windows Live ID, you can, for example:

- Download content from Marketplace
- Back up your contacts in Windows Live
- Upload, store, and share pictures and documents on SkyDrive
- Get your gaming achievements on your phone, and add to them when you play games on your phone
- Keep track of and lock your lost phone with Find My Phone

To learn more about Windows Live ID and Windows Live services, go to www.live.com.

Copy contacts

Have your nearest and dearest instantly at your fingertips. Use the Contacts Transfer app to easily copy your contacts from your old phone.



Your old phone needs to support Bluetooth. The contacts on your old phone need to be stored in the phone memory, not on the SIM. The app does not work with all phone models.

1. On your old phone, switch Bluetooth on.
2. On the start screen of your new phone, swipe left to the apps menu, and tap **Contacts Transfer**.
3. Tap **continue**, and switch Bluetooth on.
4. Select your old phone from the list of found devices, and follow the instructions shown on both phones.

★ **Tip:** If you have previously backed up your contacts in Windows Live, you can also import them to your phone straight from the service.

If your contacts are written in a language that is not supported by your new phone, the contact information may not be shown correctly.

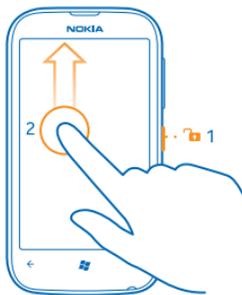
Lock keys and screen

Want to avoid accidentally making a call when your phone is in your pocket or bag?

To lock the keys and screen of your phone, press the power key.

Unlock the keys and screen

Press the power key, and drag the lock screen up.



Set the keys and screen to lock automatically

Tap  **Settings** > **lock+wallpaper** > **Screen times out after**, and select the length of time after which the keys and screen are locked automatically.

Connect the headset

Enjoy your favourite music, or free your hands for other things when in a call.

Connect the headset to your phone.

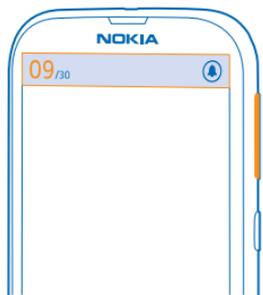


Do not connect products that create an output signal, as this may damage the device. Do not connect any voltage source to the audio connector. If you connect an external device or headset, other than those approved for use with this device, to the audio connector, pay special attention to volume levels.

Change the volume

Trouble hearing your phone ringing in noisy environments, or calls too loud? You can change the volume to your liking.

Use the volume keys.



The volume keys control all sounds, including the volume of alarms and reminders.

★ **Tip:** When you change the volume, you can also switch your phone to silent or normal mode. On the volume control bar at the top of the screen, tap , , or .

Set up sync with computer

Keep your stuff with you – with the Zune PC app, you can sync your music, videos, and photos between your phone and your compatible computer. You can also back up and update your phone with the latest software, to improve performance and get new features.



1. Download and install the latest version of Zune on your PC from www.zune.net.

★ **Tip:** If you're using an Apple Mac, download Windows Phone 7 Connector for Mac from the Mac App Store.

2. Make sure your phone is not locked with a security code.

3. Connect your phone to your computer with a compatible USB cable, and follow the instructions shown on your computer.

4. To change Zune sync settings, on your computer, select SETTINGS.

If you have previously used another app, such as Nokia Ovi Suite or Nokia Suite, to sync your files between your phone and computer, you can set Zune to sync files to the same folders you have used earlier, and have your music and other content easily synced to your new phone.

Icons shown on your phone

The bar at the top of the screen tells you the current time, battery and signal strength, and much more.

★ **Tip:** To see hidden icons, tap the status bar.

 Signal strength

 Battery power level

 The battery is charging.

 Battery saver mode is switched on.

 Your calls are forwarded to another number or your voice mailbox.

 There is no SIM card in your phone.

 Your SIM card is locked.

-  A Bluetooth device is connected to your phone.
-  A Wi-Fi connection is available.
-  A Wi-Fi connection is active.
-  An app or service is using your location info.
-  Your phone is roaming and not on your home mobile network.
-  Vibrate mode is switched on.
-  Flight mode is switched on.
-  Silent mode is switched on.

The type of mobile network you're currently connected to may be shown with a single letter, a combination of letters, or a combination of letters and numbers. For example, 3G, depending on your network service provider.

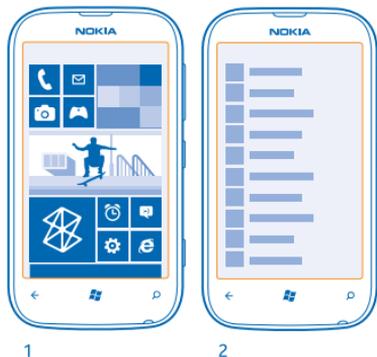
The icons may vary depending on your region or network service provider.

Basics

Learn how to get the most out of your new phone.

Get to know your phone

Your phone has two main views, making it easy for you to keep up with what is going on and what's where.



Start screen (1): Animated live tiles show missed calls and received messages, the latest news and weather forecasts, and more.

You can rearrange and resize the tiles, and pin contacts, apps, feeds, mailboxes, websites, and other favourites. Updates of your pinned contacts are shown on the tile, and you can view your contacts' details directly from the start screen.

Apps menu (2): All your apps are listed here, all neatly ordered.

Got a lot of apps? To look up one, tap . If you've got loads of apps, letters of the alphabet show up in the list to help you search. Tap any letter in the list, and tap the first letter of the app you want.

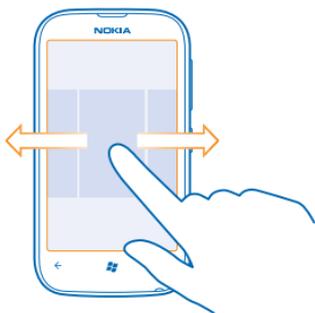
★ **Tip:** You can also search inside an app, such as Marketplace.

Switch between views

If you don't have all the apps you need on your start screen, you can find them from the apps menu. Simply swipe left or right between the views.



- ★ **Tip:** If you've got lots of different things to do, it's easy to switch between the tasks at hand. Press and hold ←, swipe to the app you want, and tap the app. Some apps may not show up here. To view all running apps, go to the apps menu, tap  **Settings**, swipe left, and tap **background tasks**.

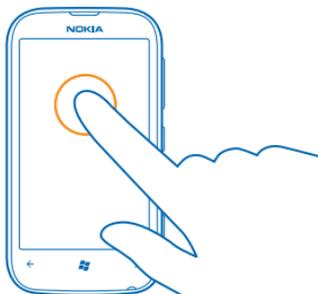


Use the touch screen

Explore your phone with a tap, swipe or drag.

1. To use your phone, simply tap or tap and hold the touch screen.
2. To open further options, place your finger on an item until the menu opens.

- ★ **Example:** To open an app or other item, tap the app or item. To edit or delete a calendar appointment, tap and hold the appointment, and select the appropriate option.



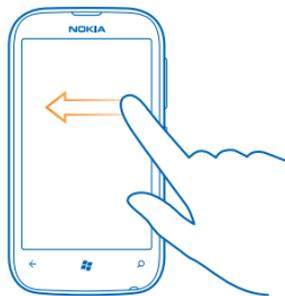
Tap and hold to drag an item

Place your finger on the item for a second or two, and slide your finger across the screen.

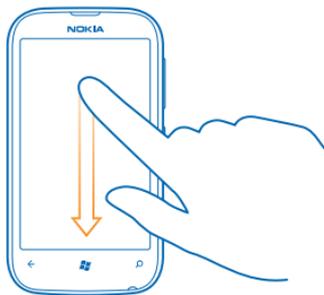


Swipe

Place a finger on the screen, and slide your finger in the desired direction.

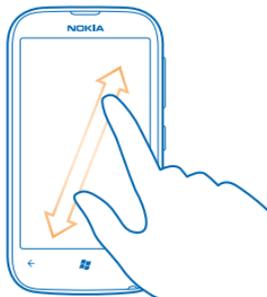


- ★ **Example:** Swipe left or right between the start screen and the apps menu, or between different views in the hubs. To quickly scroll through a long list or menu, slide your finger quickly in a flicking motion up or down the screen, and lift your finger. To stop the scrolling, tap the screen.



Zoom in or out

Place two fingers on an item, such as a map, photo, or web page, and slide your fingers apart or together.



Use your phone in flight mode

In places where you don't want to make or receive calls, you can still access your music, videos, and offline games if you switch flight mode on.

Flight mode closes connections to the mobile network and switches your phone's wireless features off. Comply with the instructions and safety requirements given by, for example, an airline, and any applicable laws and regulations. Where allowed, you can connect to a Wi-Fi network to, for example, browse the internet or switch Bluetooth on in flight mode.

1. On the start screen, swipe left, and tap  **Settings** > **flight mode**.
2. Switch **Status** to **On** .

Control your phone with your voice

Got your hands full, but need to use your phone? You can use your voice to make a call, send a text message, search the web, or open an app.

This feature is not available in all languages. For information on the supported languages, go to www.microsoft.com/windowsphone/en-us/howto/wp7/basics/feature-and-service-availability.aspx.

1. Press and hold .
2. Say a voice command into your phone.

★ **Example:** To check your schedule, say **Open calendar**.

★ **Tip:** For more examples of voice commands, say **Help**.

Personalise your phone

Learn how to personalise the start screen, and how to change ringtones.



Personalise the start screen

Would you like to have only your most-used apps on the start screen? You can pin your favourite apps, websites, and much more to the start screen, and move or resize tiles as you like.

1. To pin an app, swipe left to go to the apps menu.

2. Tap and hold the app, and tap **pin to Start**.

Pin a contact

Tap **People**, tap and hold the contact, and tap **pin to Start**.

When you pin a contact, their feed updates are displayed on the tile, and you can call them directly from the start screen.

Pin a website

Go to a website, and tap **...** > **pin to start**.

Move a tile

Tap and hold the tile, drag and drop it to the new location, and tap the screen.



Resize or unpin a tile

To resize, tap and hold the tile, and tap the arrow icon.



To unpin the tile, tap and hold the tile, and tap **X**.

Change your theme

You can change the display colours, to match your taste and mood.

1. On the start screen, swipe left, and tap **Settings > theme**.
2. Tap **Background** or **Accent colour**.

Personalise the lock screen

Would you like to make your lock screen look more unique? You can, for example, set your own favourite photo as a background picture.



On the home screen, swipe left, and tap **Settings > lock+wallpaper**.

Change the background picture

Tap **change wallpaper**, select a picture, adjust it to get the best possible fit, and tap **✓**.

Personalise your phone tones

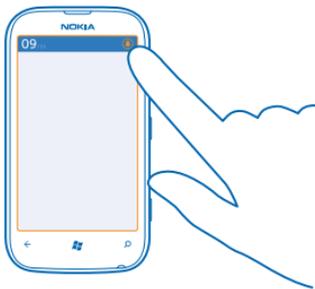
You can select the best sounds for your phone.

1. On the start screen, swipe left, and tap **Settings > ringtones+sounds**.
2. Select the type of ringtone or alert you want to change, and select the sound.

Silence your phone

When you switch silent mode on, all ringtones and alert tones are muted. Use this when you are, for example, at the cinema or in a meeting.

1. Press a volume key to see the volume status bar at the top of the screen, and tap **🔇**.



Silent mode  is switched on. If you have set your phone to vibrate, vibrate mode  is switched on instead of silent mode.

2. If you want to set your phone to vibrate, on the start screen, swipe left, tap  **Settings** > **ringtones +sounds**, and switch **Vibrate** to **On** .

Extend battery life

Find the balance between getting the most out of your phone while getting the battery life you need. There are steps you can take to save power on your phone.

- Always charge the battery fully.
- Mute unnecessary sounds, such as key press sounds.
- Use wired headphones, rather than the loudspeaker.
- The camera viewfinder can be a power drain, so after you've finished taking photos, press .

★ **Tip:** You can set your phone to automatically save power when the battery charge level is low. To check the battery status, and switch battery saver mode on, on the start screen, swipe left, and tap  **Settings** > **battery saver**.

When your phone goes into battery saver mode, you may not be able to change the settings of all apps.

To save power, you can also do the following:

Set the phone screen to switch off after a short time	On the start screen, swipe left, and tap  Settings > lock +wallpaper > Screen times out after .
Use a dark theme	On the start screen, swipe left, tap  Settings > theme , and under Background , tap Dark .
Lower the screen brightness	On the start screen, swipe left, and tap  Settings > brightness . Switch Automatically adjust to Off  , and select the level you want.
Use network connections selectively:	<ul style="list-style-type: none">• Set your phone to check for new mail less frequently.

-
- Switch Bluetooth on only when needed.
 - Use a Wi-Fi connection to connect to the internet, rather than a mobile data connection.
 - Stop your phone scanning for available wireless networks. On the start screen, swipe left, tap  **Settings**, and switch **WiFi** to **Off** .
 - If you're listening to music or otherwise using your phone, but don't want to make or receive calls, switch flight mode on.
-

Save on data roaming costs

Want to go easy on your phone bills? You can save on data roaming costs by changing mobile data settings. Data roaming means using your phone to receive data over networks that your network service provider doesn't own or operate. Connecting to the internet when roaming, especially when abroad, can raise data costs substantially. Your network service provider can charge you a fixed fee for data transfer or on a pay as you use basis. To use the optimal connection method, change the Wi-Fi, mobile data, and mail download settings.

Using a Wi-Fi connection is generally faster and less expensive than using a mobile data connection. If both Wi-Fi and mobile data connections are available, your phone uses the Wi-Fi connection.

On the start screen, swipe left, and tap  **Settings**.

1. Tap **WiFi**.
2. Make sure **WiFi networking** is switched to **On** .
3. Select the connection you want to use.

Close a mobile data connection

Tap **mobile network**, and switch **Data connection** to **Off**.

Stop data roaming

Tap **mobile network**, and switch **Data roaming options** to **don't roam**.

Set mail download to manual

Set your phone to check for new mail less frequently, or even by request only. In every mailbox you have, tap **...** > **settings** > **synchronisation settings**, and change the setting for **Download new content**.

Write text

Learn how to write text quickly and efficiently with your phone's keyboard.

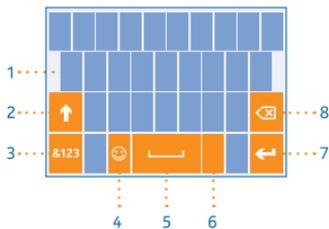
Use the on-screen keyboard

Writing with the on-screen keyboard is easy and fun. You can use the keyboard when holding your phone in portrait or landscape mode.

Tap a text box.

- 1 Character keys
- 2 Shift key
- 3 Numbers and symbols key
- 4 Smiley key
- 5 Space key
- 6 Language key
- 7 Enter key
- 8 Backspace key

The keyboard layout can vary in different apps. The language key is only shown when more than one language is selected. The example shows the English keyboard.



Switch between upper and lower case characters

Tap the shift key. To switch caps lock mode on, double-tap the key. To return to normal mode, tap the shift key again.

Type in a number or special character

Tap the numbers and symbols key. To see more special character keys, tap the shift key. Some special character keys bring up more symbols. To see more symbols, tap and hold a symbol or special character.

- ★ **Tip:** To put a full stop at the end of a sentence, and to start a new sentence, tap the space key twice.
- ★ **Tip:** To quickly type in a number or special character, while holding the numbers and symbol key, slide your finger to the character, and lift your finger.



Copy and paste text

Tap a word, drag the arrows before and after the word to highlight the section you want to copy, and tap . To paste the text, tap .

Add an accent to a character

Tap and hold the character, and tap the accented character.

Delete a character

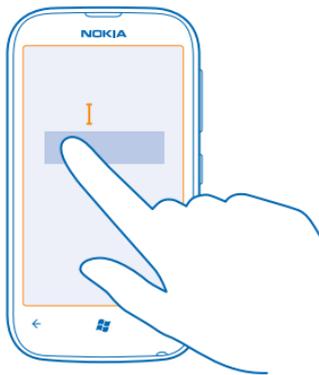
Tap the backspace key.

Switch between the writing languages

Tap the language key repeatedly until the language you want is shown. The language key is only shown when more than one language is selected.

Move the cursor

Tap and hold the text until you see the cursor. Without lifting your finger, drag the cursor to the place you want.



Use keyboard word suggestions

Your phone suggests words as you write, to help you write quickly and more accurately. Word suggestions are available in several languages.

When you start writing a word, your phone suggests possible words. When the word you want is shown in the suggestion bar, tap the word. To see more suggestions, swipe left.

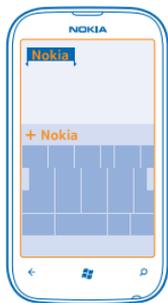
★ **Tip:** If the suggested word is in **bold**, your phone automatically uses it to replace the word you wrote. If the word is wrong, tap it, and you see the original word and a few other suggestions.

Correct a word

If you notice that you have misspelled a word, tap it, and you see suggestions for correcting the word.

Add a new word to the dictionary

If the word you want isn't in the dictionary, write the word, tap it, and tap the plus sign (+) in the suggestion bar. Your phone also learns new words when you have written them a few times.



Switch word suggestions off

On the start screen, swipe left, and tap **Settings > keyboard > typing settings**. Tap your language keyboard, and clear the **Suggest text and highlight misspelt words** check box.

Remove manually added words

On the start screen, swipe left, and tap **Settings > keyboard > typing settings > reset suggestions**.

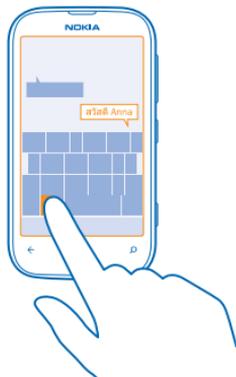
Add writing languages

You can add several writing languages to your keyboard and switch between the languages when writing.

1. On the start screen, swipe left, and tap **Settings > keyboard**.
2. Select the languages you want to write in.

Switch between the languages when writing

Tap the language key repeatedly until the language you want is shown. The keyboard layout and word suggestions change according to the language selected. The language key is only shown when more than one writing language has been selected.



Clock

Keep track of time – learn how to use your phone as a clock, as well as an alarm clock.

Set an alarm

You can use your phone as an alarm clock.



1. On the start screen, swipe left, and tap  **Alarms**.
2. Tap .
3. Fill in the alarm details, set the time, and tap .
4. For the alarm to sound, your phone must be switched on, and the phone volume needs to be loud enough.

Switch an alarm off

Switch the alarm to **Off** .

Delete an alarm

Tap the alarm, and tap .

Snooze an alarm

Don't want to get up just yet? When an alarm sounds, you can snooze the alarm.

When the alarm sounds, tap **snooze**.

Update the time and date automatically

You can set your phone to update the time, date, and time zone automatically. Automatic update is a network service.

On the start screen, swipe left, and tap  **Settings > date+time**.

Switch **Set automatically** to **On** .

Update the time and date manually

Switch **Set automatically** to **Off** , and edit the time and date.

Update the time zone manually when travelling abroad

Switch **Set automatically** to **Off** , and tap **Time zone** and a location.

Nokia account

Your Nokia account is the key to Nokia services.

With your Nokia account, you can, for example:

- Access Nokia services with a single username and password on your computer or phone.
- Sync your favourites in Maps
- Download content from Nokia services
- Save details about your phone model and contact info. You can also add your payment card details to your Nokia account.

The available services may vary.

To learn more about the Nokia account and Nokia services, go to account.nokia.com.

People & messaging

Contact your friends and family, and share files, such as photos, using your phone. Stay tuned with the latest updates to your social networking services even when on the go.

Calls

Want to make calls on your new phone and talk to your friends? Read on and you'll learn how.



Call a contact

Calling your friends is quick and easy when you've saved them as contacts in your phone.

1. Tap > .
2. Tap the contact and the number.

★ **Tip:** Is your friend's voice too loud or quiet? Press the volume keys to change the volume.

Copy and paste a phone number

Tap and hold the phone number, and tap **copy**, and in a text box, tap .

Use your voice to make a call

You can use your voice to call a contact.

1. Press and hold .
2. Say **Call** and the contact's name.

To cancel, press .

★ **Tip:** You can also use voice dialling with a Bluetooth headset.

This feature may not be available in all languages.

Call the last dialled number

Still have some words to say to your friends? Call them again. In the call history view, you can see info about the calls you have made and received.

1. On the start screen, tap .
2. Tap  next to the name or phone number.

Make a conference call

Your phone supports conference calls between two or more people. The maximum number of participants can vary, depending on your network service provider.

1. Make a call to the first person.
2. To make a call to another person, press , and make the call in the normal way.
3. When the new call is answered, tap .

Add another person to the call

Tap , call another person, and tap .

Have a private conversation with someone

Tap  and the person's name or phone number. The conference call is put on hold on your phone. The other people continue the conference call.

To return to the conference call, tap .



Forward calls to another phone

Can't always answer the phone, but don't want to miss any incoming calls? You can forward them to another phone number.

1. Tap  >  > **call settings**.
2. Switch **Call forwarding** to **On** .
3. Type in the phone number in the **Forward calls to** box, and tap **save**.

★ **Tip:** To check if call forwarding is being used, shown by , tap the top of the screen.

Forward calls to your voicemail

Besides forwarding calls to another phone number, you can also forward these calls to your voicemail, and listen to them later.

1. Tap  > **•••** > **call settings**.
2. Type in your voicemail number in the **Voicemail number** box.

For the default voicemail number, contact your network service provider.

3. Switch **Call forwarding** to **On** , and type in your voicemail number in the **Forward calls to** box.

Edit your voicemail number

Tap  > **•••** > **call settings**, tap your old voicemail number, and edit the number.

Use the same voicemail number in the **Forward calls to** box.

Call your voice mailbox

If you've forwarded incoming calls to your voice mailbox, you can call it and listen to the messages your friends have left.

1. On the start screen, tap  > .
2. If asked, type in the voicemail password.
3. You can listen or reply to voicemail messages, delete them, or record a greeting message.

For the availability of the voice mailbox service, and for info on setting up how long before calls are forwarded, contact your network service provider.

Contacts

You can save and organise your friends' phone numbers, addresses, and other contact information in the People hub. You can also get in touch with your friends through social networking services.



Add a new contact

Keep your friends with you. Save their phone numbers, addresses, and other info to the People hub.

Tap  **People**, and swipe to **all**.

1. Tap  > **new contact**.

2. If you're signed in to several accounts, tap the account to which the contact is linked.
3. Tap a contact detail, fill in the boxes, and tap .
4. When you have added the details, tap .

Edit a contact

Tap the contact and , and edit or add details.

Delete a contact

Tap the contact and  > **delete**.

The contact is deleted both from your phone and, with some exceptions such as Facebook, Twitter, and LinkedIn, from the online service where it's stored.

The contact is deleted both from your phone and, with some exceptions, from the online service where it's stored.

Save a number from a received call

Have you received a call from a person whose phone number is not yet saved in the People hub? You can easily save the number in a new or existing contact list entry.

1. Tap .
2. In the call history list, tap a phone number and .
3. Tap , edit the phone number and phone number type, and tap .
4. Edit other contact details, including the name, and tap .

Save a number from a received message

Have you received a message from a person whose phone number is not yet saved in the People hub? You can easily save the number in a new or existing contact list entry.

1. Tap  **Messaging**.
2. In the conversations list, tap a conversation.
3. At the top of the conversation screen, tap the phone number and .
4. Tap , edit the phone number and phone number type, and tap .
5. Edit other contact details, including the name, and tap .

Search for a contact

Need to contact your friends quickly? Rather than scrolling through all your contacts, you can search, or jump to a letter or character in the contacts list. You can also use a voice command to call or send a message to a contact.

1. Tap  **People**, and swipe to **all**.
2. Tap , and start writing a name. The list filters as you write.

★ **Tip:** Pin your most important contacts or contact groups to the start screen. Tap and hold a contact, and tap **pin to Start**.

Jump to a letter or character in your contacts list

Tap any letter in the contacts list on the left, and in the following menu, tap the first letter or character for the name you want. You jump directly to that point in your contacts list.

Filter your contacts list

Tap **•••** > **settings** > **filter my contact list**, and tap the check boxes of the accounts from which you want contacts to show.

Use a voice command

In any view, press and hold , and say **Call** or **Text** and the contact's name. Not all languages are supported.

Link contacts

Do you have separate entries for the same contact from different social networking services or mail accounts? You can link multiple contacts so that their info is in a single contact card.

Tap  **People**, and swipe to **all**.

1. Tap the main contact you want to link to and .
2. Tap **choose a contact** and the contact to be linked.

Unlink a contact

Tap the main contact and , and tap the contact to be unlinked and **unlink**.

Copy contacts from a SIM card

If you have contacts stored on your SIM card, you can copy them to your phone.

1. Tap  **People**.
2. Tap **•••** > **settings** > **import SIM contacts**.

Create, edit, or delete a contact group

You can create contact groups, and send a message to several people at the same time. For example, you can add family members to the same group and reach them quickly with the same message.

Tap  **People**, and swipe to **all**.

1. Tap  > **new group**.
2. Write a name for the group.
3. Tap **add a contact** and a contact. To add another contact, tap **add a contact** again.
4. Tap .

Edit a contact group

Tap the group and .

Rename a group

Tap the group name, and write the new name.

Add a new group contact

Tap **add a contact** and a contact.

Remove a contact from a group

Tap the contact and **remove from group** > **Remove**.

Change the preferred contact info for a contact

Tap the group and , change the info you want, and tap .

Delete a contact group

Tap the group and **⋮** > **delete**.

Social networks

Want to keep in touch with your friends? You can set up social networking services on your phone.



Social networking services on your phone keep you connected.

The social networking services are third-party services and not provided by Nokia. Check the privacy settings of the social networking service you are using, as you may share info with a large group of people. The terms of use of the social networking service apply to sharing info on that service. Familiarise yourself with the terms of use and the privacy practices of that service.

Set up an account

Set up your social networking service accounts.

1. On the start screen, swipe left, and tap **⚙ Settings > email+accounts**.
2. Tap **add an account** and the name of the service, and follow the instructions shown.

★ **Tip:** When you sign in to an account, contacts in the account are automatically imported.

See your friends' status updates

After you set up your social networking services on your phone, you can follow your friends' status updates in the People hub.

Tap **☰ People**, and swipe to **what's new**.

Post your status

If you feel like reaching out to your friends, let them know what's on your mind. Post a status update to the social networking services that you use.

1. Tap **☰ People**, and swipe to **all**.
2. Tap your own contact card and **post a message**.
3. Write your message.
4. In the Post to box, tap the check box next to each account to post to, and tap **✓**.

5. Tap .

Write on your friend's wall

You can contact your friends by writing on their Facebook wall.

1. Tap  **People**, and swipe to **all**.
2. Tap a Facebook friend's profile and **write on wall**.
3. Write your message, and tap .

Comment on a friend's status update

In Facebook, you can contact your friends by commenting on their status updates.

1. Tap  **People**, and swipe to **what's new**.
2. On the post, tap .
3. Write your comment, and tap .

Change your profile photo

When you set up your Facebook or Microsoft account on your phone, your profile photo from one of these social networking services becomes your contact card photo on your phone. If you change your photo on your phone, you can update your Facebook and Microsoft account profiles at the same time.

1. Tap  **People**, and swipe to **all**.
2. At the top of your contacts list, tap your own contact card and your photo.
3. Tap your photo again, and in the Pictures hub, tap a new photo.
4. Drag the photo around to adjust the cropping, and tap .
5. To set where to update your photo, tap **Post to**, tap or clear the check boxes, and tap .
6. Tap .

Share photos in social networking services

After you take a photo, upload it to the web so all your friends can see what you're up to. You can also set up your phone to upload photos automatically to social networking services.

1. Tap **Pictures**.
2. Browse your photo albums for the photo you want to share.
3. Tap and hold the photo, and tap **share...**
4. Tap the social networking service where you want to upload the photo.
5. Add a caption if you want, and tap .

Messages

Stay in touch with your friends, and send them text or multimedia messages, or start a chat.



You can open messages directly from the start screen. Tap **Messaging**.

You can send and receive different kinds of messages:

- Text messages
- Multimedia messages that contain attachments, such as photos
- Chat messages

Messages and chats between you and a particular contact are arranged into conversations.

When you want to get in touch with a contact, your phone can help you pick the best method. If your contact is signed in to a chat service, you can send a chat. Otherwise, you can send a text message instead.

If you make contact groups containing, for example, family or colleagues, you can send a message to a group.

You can send text messages that are longer than the character limit for a single message. Longer messages are sent as two or more messages. Your service provider may charge accordingly. Characters with accents, other marks, or some language options, take more space, and limit the number of characters that can be sent in a single message.

Using services or downloading content may cause transfer of large amounts of data, which may result in data traffic costs.

Send a message

With text and multimedia messages, you can quickly contact your friends and family.

1. Tap **Messaging**.
2. Tap **+**.
3. To add a recipient from your contacts list, tap **+**, or start writing a name. You can also type in a phone number. You can add more than one recipient.
4. Tap the message box, and write your message.

★ **Tip:** To add a smiley, tap **😊**.

5. To add an attachment, tap **📎** and the file.

- ★ **Tip:** You can also take a new photo while writing your message. Tap **picture or video** > , take a photo, and tap **accept**.

If the item you insert in a multimedia message is too large for the network, the device may automatically reduce the size.

6. To send the message, tap .

Only compatible devices can receive and show multimedia messages. Messages may look different in different devices.

Read a message

You can see on the start screen when you've received a message.

You can view the messages between you and a contact in one conversation thread. The thread can contain text messages, multimedia messages, and chats.



1. Tap  **Messaging**.
2. Tap a conversation.

Save an attachment

Tap the attachment, such as a photo, and tap  > **save to phone**.

Delete a conversation

Tap  > **delete thread**.

Reply to a message

Don't keep your friend waiting – reply to the message straight away.

1. Tap  **Messaging**.
2. In threads, tap the conversation containing the message.
3. Tap the message box, and write your message.

- ★ **Tip:** If you have more than one phone number for the contact stored in your phone, you can also send your reply to a different number. Tap  to pick another phone number.

4. Tap .

Forward a message

Tap and hold the message, and tap **forward**.

Before forwarding the message, you can edit what's written or add or remove attachments.

Send a message to a group

Need to send a message to a group of people? Create a group in the People hub, and you can reach them all with a single message or mail.

1. On the start screen, tap  **People**.
2. Tap the group, and tap **text** or **send email**, and write and send your message.

Keep replies in one thread

When sending messages with a group of people, replies to you are shown as separate threads, unless you use Group text. When Group text is on, your group messages are sent as multimedia messages. Your service provider may charge accordingly. The available services may vary.

In Messaging, tap **...** > **settings**, and switch **Group text** on.

Send an audio message

Want to remember your friend with a birthday song? Send your song as an audio message.

1. When writing a message, tap  > **voice note**.
2. Record your message, and tap **done**.
3. Tap .

Use your voice to write a message

Too busy to write a message? Write and send a text message with your voice.

This feature is not available in all languages. For info on the supported languages, go to support.microsoft.com.

To use this feature, you must be connected to the internet.

1. Press and hold .
2. Say **Text** and the contact's name.
3. Say your message, and follow the instructions you hear.

Chat with your friends

Do you like chatting online with your friends? If you are out and about, you can send instant messages from your phone, no matter where you are.

You need a Microsoft account to chat. When you connect your Facebook account to your Microsoft account, you can use Facebook chat in Messaging. For more info, see the How-to section at www.windowsphone.com.

Before starting to chat, set up a chat service. Tap  **Messaging**, swipe to **online**, and follow the instructions shown on the phone.

Sign in to a chat service, if not signed in already.

1. Tap  **Messaging**.

2. Tap .
3. To add a recipient from your contacts list, tap . Tap your friend's chat account to start chatting.
4. Tap the message box, write your message, and tap .

Mail

You can use your phone to read and reply to mail when you are on the go.



On the start screen, tap .

To send and receive mail, you must be connected to the internet.

Add a mailbox

Do you use different mail addresses for business and leisure? You can add several mailboxes to your phone.

To set up mail in your phone, you must be connected to the internet.

If you didn't sign in to your Microsoft account during the first start-up, you can do it now. When you add a Microsoft account to your phone, a mail account is added automatically.

1. On the start screen, tap .
2. Tap an account, and write your username and password.
3. Tap **sign in**.

★ **Tip:** Depending on your mail account, you can also sync other items than just mails to your phone, such as contacts and your calendar.

If your phone doesn't find your mail settings, you can use advanced setup. For this, you need to know your mail account type and the addresses of your incoming and outgoing mail servers. You can get this info from your mail service provider.

To find out more about setting up different mail accounts, see the How-to section at www.windowsphone.com.

Add a mailbox later

In your mailbox, tap  > **add email account** and an account, and sign in.

Open mail from the start screen

With live mail tiles you can open mail directly from the start screen.



From the tiles, you can see the number of unread mails and if you've received new mail.

You can pin several mailboxes to the start screen. For example, dedicate a tile for business mail and another for personal mail. If you link several mailboxes into a unified inbox, you can open mails from all your inboxes in one tile.

To read your mail, tap the tile.

Send mail

Don't let your mails pile up. Use your phone to read and write mails on the go.

1. On the start screen, tap .
2. Tap  and an account, if you have linked inboxes.
3. To add a recipient from your contacts list, tap , or start writing a name. You can also write the address.

★ **Tip:** To remove a recipient, tap the name and **Remove**.

4. Write the subject and your mail.

★ **Tip:** To add a smiley, tap .

5. To attach a file, tap .

★ **Tip:** You can also take a new photo while writing your mail. Tap , take a photo, and tap **accept**.

6. Tap  to send the mail.

Read mail

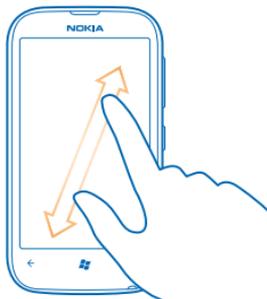
Waiting for important news? Use your phone to read your mails instead of checking them only when you're at your desk.

You can see when you have new mail on the start screen.

1. On the start screen, tap .

2. In your mailbox, tap the mail. Unread mail is marked in a different colour.

★ **Tip:** To zoom in or out, place two fingers on the screen, and slide them together or apart.



★ **Tip:** If a mail contains a web address, tap it to go to the website.

Read mail in a conversation

In your mailbox, tap the conversation that includes the mail, and tap the mail. A conversation with unread mail is marked in a different colour.

Save an attachment

With the mail open, tap the attachment, such as a photo, and it downloads to your phone. Tap the attachment again, and tap **...** > **save to phone**. Not all file formats can be saved.

Reply to mail

Do you receive mail that needs a quick answer? Reply straight away using your phone.

1. On the start screen, tap .
2. Open the mail and tap .

★ **Tip:** To reply to the sender only, tap **reply**. To reply to the sender and all other recipients, tap **reply all**.

Forward a mail

Open the mail and tap  > **forward**.

Delete mail

Is your mailbox overflowing? Delete some mails to free up space in your phone.

1. In your mailbox, tap to the left of the mails you want to delete.
2. Tap the check boxes that appear next to the mails, and tap .



All the mails you selected are deleted. Depending on your mail account, the mails may be deleted from your mail server, too.

Delete one mail

Open the mail and tap .

View mails separately

Mails are grouped by title in conversations. A conversation also includes your replies. If you'd like to view all your mails separately, you can switch the conversations feature off.

1. On the start screen, tap .
2. Tap **••• > settings**.
3. Switch **Conversations** off.

Link several mailboxes as a unified inbox

If you have more than one mail account, you can choose which inboxes you want to link together into one inbox. The unified inbox lets you see all your mail at a glance.

1. On the start screen, tap a mailbox.
2. Tap **••• > link inboxes**.
3. In the **other inboxes** list, tap the inboxes you want to link to the first one.
4. Tap **rename linked inbox**, write a new name for the mailbox and tap .

The new unified inbox is pinned to the start screen.

Unlink unified inboxes

If you want to view your mailboxes individually, or start using only one mail account, you can unlink the unified inboxes.

1. On the start screen, tap the unified inbox.
2. Tap **••• > linked inboxes**.
3. In the **this inbox** list, tap the inboxes you want to unlink and **unlink**.

Delete a mailbox

If you don't want to use a mailbox anymore, you can delete it from your phone.

1. Swipe left, and tap  **Settings** > **email+accounts**.
2. Tap and hold the mailbox, and tap **delete**.

Camera

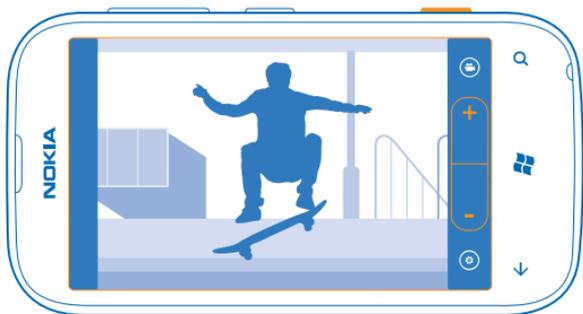
Why carry a separate camera if your phone has all you need for capturing memories? With your phone camera, you can easily take photos or record videos.

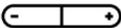


Take a photo

Shoot sharp and vibrant photos – capture the best moments in your photo album.

1. To open the camera, press the camera key.



2. To zoom in or out, select + or - on zoom control .

3. To take the photo, press the camera key.

Keep the phone still until the photo is saved, and the camera is ready for a new photo.

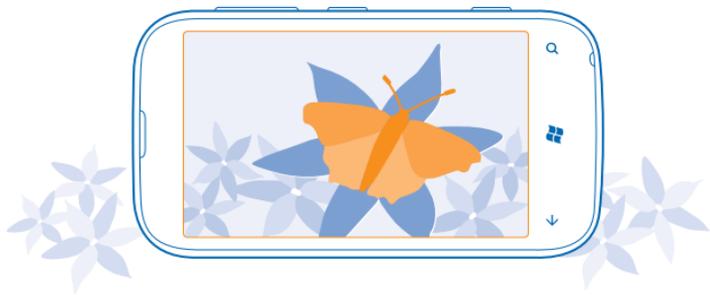
To view the photo you just took, swipe right. Photos are saved in your Camera Roll in the Pictures hub.

Take a photo without using the camera key

To focus on a specific object or area, tap the object or area on the screen. Hold the phone still until the white square stops blinking.

Use different scene modes

Learn how to shoot photos in various situations using the different scene modes in your phone camera.



Take a close-up photo

It can be tricky to get small objects, such as flowers, in focus. You need to move the camera closer to the object. To take sharp and precise photos of even the tiniest details, use close-up mode.

1. To open the camera, press the camera key.
2. To switch close-up mode on, select  > **Scenes > Macro**.

Take a photo of a moving object

Are you at a sports event and want to capture the action with your phone? Use sports mode to take a sharper photo of moving people.

1. To open the camera, press the camera key.
2. To switch sports mode on, tap  > **Scenes > Sports**.

Take a photo in low light

Want to take better photos even in dim light? Use night mode.

1. To open the camera, press the camera key.
2. To switch night mode on, tap  > **Scenes > Night**.

Record a video

Besides taking photos with your phone, you can also capture your special moments as videos.

1. To open the camera, press the camera key.
2. To switch from photo to video mode, tap .
3. To start recording, press the camera key. The timer starts to run.

4. To stop recording, press the camera key. The timer stops.

To view the video, swipe right and tap . The video is saved to your **Camera Roll** in the Pictures hub.

Camera tips

Here are some tips to help you get the most out of your phone camera.

- Use both hands to keep the camera steady.
- To zoom in or out, tap + or – on zoom control .

When you zoom in, the image quality may decrease.

- To switch between taking photos and recording videos, tap  or .
- To change camera settings, such as scene modes and resolution, tap  and the setting.
- If you don't use the camera for a few minutes, it goes to sleep. To wake the camera up, press the power key, and drag the lock screen up.

Save location info to your photos and videos

If you want to remember exactly where you were when you took a particular photo or video, you can set your phone to automatically record the location.

1. On the start screen, swipe left, and tap  **Settings**.
2. Swipe to **applications**, and tap **pictures+camera**.
3. Switch **Include location information in pictures you take** to **On** .

If you want to include location information in your photos when you upload them to a sharing service, such as Facebook or SkyDrive, switch **Keep location information on uploaded pictures** to **On** .

Location info can be attached to a photo or video, if your location can be determined using satellite or network methods. If you share a photo or video that contains location info, the location info may be visible to those who view the photo or video. You can switch geotagging off in the phone settings.

Share your photos and videos

After taking a photo or recording a video you can upload it to a sharing service, such as Facebook or SkyDrive.

1. To open the camera, press the camera key.
2. Take a photo or record a video.
3. Swipe right. Tap  > **share....**
4. Select how you want to share, and follow the instructions.

★ **Tip:** To make sharing easier, you can set Facebook or SkyDrive as your quick share account. The quick share account is in the menu when you start sharing.

To set the quick share account, on the start screen, swipe left, and tap  **Settings**. Swipe to **applications**, and tap **pictures+camera** > **Quick Share Account** and the account.

Using services or downloading content may cause transfer of large amounts of data, which may result in data traffic costs.

Not all sharing services support all file formats or videos recorded in high quality.

Manage your shots

Shot lots of great photos and videos? Here's how you view, organise, and share them.

Pictures hub

The photos you have taken or videos you have recorded with your phone are saved to the Pictures hub, where you can browse and view them.



To find your photos and videos easily, mark your favourites, or organise them into albums.

View photos

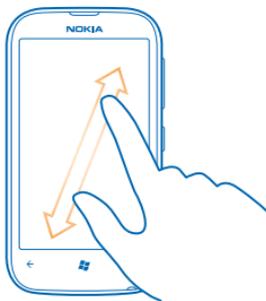
Relive those important moments – view the photos on your phone.

Tap **Pictures**.

1. To view a photo you've taken, tap **Camera Roll** and the photo.
2. To view the next photo, swipe left. To view the previous photo, swipe right.

Zoom in or out

Place two fingers on the screen, and slide your fingers together or apart.



★ **Tip:** To quickly zoom in or zoom back out, tap the photo twice.

View the available options

Tap and hold the photo.

Mark a photo as a favourite

Would you like to find your best shots quickly and easily? Mark them as favourites, and see them in the favourites view in the Pictures hub.

1. Tap **Pictures**.
2. Tap **albums**, and browse to the photo.

If the photo is in an online album, save it to your phone first. Tap **•••** > **save to phone**.

3. Tap and hold the photo, and tap **add to favourites**.

★ **Tip:** You can also mark a photo as a favourite right after taking it. Just swipe right, tap and hold the photo, and tap **add to favourites**.

View your favourites

In the Pictures hub, swipe to **favourites**.

Upload photos and videos to the web

Want to upload your photos and videos to a social networking service for your friends and family to see? You can do that directly from the Pictures hub.

1. Tap **Pictures**.
2. Select a photo or video to upload.
3. Tap **•••** > **share....**
4. Select how you want to share, and follow the instructions on the screen.

★ **Tip:** To access your photos from all your devices, you can set up uploading to SkyDrive. SkyDrive is then available in the menu when you view your photos.

To set up the feature, on the start screen, swipe left, and tap **⚙ Settings**. Swipe to **applications**, and tap **pictures+camera** > **Quick Share Account** and the account.

Change the background in the Pictures hub

Have a superb shot that makes you feel good every time you look at it? Set it as the background of the Pictures hub.

1. Tap **Pictures**.
2. Tap **•••** > **choose background**.
3. Select the photo, and tap **✔**.

★ **Tip:** You can also set your phone to periodically change the photo automatically. Tap **•••** > **shuffle background**.



Create an album

To easily find photos of an occasion, a person, or a trip, organise your photos into albums according to subject, for example.

1. Open the Zune PC app on your computer.
2. In Zune, select **Collection** and **Pictures**. Right-click an album in **My Pictures**, select **New album**, and give it a name.
3. Add photos to the album, and sync it with your phone.

★ **Tip:** If you're using an Apple Mac, download Windows Phone 7 Connector for Mac from the Mac App Store.

Delete an album

When you delete an album from the phone, the photos in that album are also deleted. If you've copied the album to your computer, the album and the photos in it remain on your computer.

Tap **Pictures > albums**. Tap and hold an album, and tap **delete**.

You cannot delete online albums from your phone.

Copy your photos to your PC

Have you taken photos with your phone that you want to copy to your PC? Use the Zune PC app to copy your photos between your phone and PC.

1. Use a compatible USB data cable to connect your phone to a compatible computer.
2. On your computer, open Zune. For more information, see the Zune help.

You can download the latest version of Zune from www.zune.net.

Save a photo to the Pictures hub

Photos can be sent to you in a mail or multimedia message. To view these photos later, save them to the Pictures hub.

1. In the mail or multimedia message, tap the photo.

2. Tap **•••** > **save to phone**.

To view the saved photo in the Pictures hub, tap **albums** > **Saved Pictures**.

Maps & navigation

Explore what's out there and how to get there.

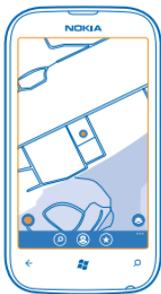
Switch location services on

Find out where you are using Maps, and save your location to the photos you take – let apps use your location info to offer you a wider variety of services.

1. Swipe left, and tap  **Settings**.
2. Tap **location**, and switch **Location services** to **On** .

Nokia Maps

Nokia Maps shows you what is nearby, and directs you where you want to go.



You can:

- Find cities, streets, and services
- Find your way with turn-by-turn directions
- Share your location
- Save your favourite places to your phone as favourites, and pin places to the start screen for quick access
- Sync your favourites with maps.nokia.com
- Write a review for a place, or take a photo and upload it for everyone to see, either on their phone or at the Nokia Maps website

Contents of digital maps may sometimes be inaccurate and incomplete. Never rely solely on the content or the service for essential communications, such as in emergencies.

Using services or downloading content may cause transfer of large amounts of data, which may result in data traffic costs.

Some content is generated by third parties and not Nokia. The content may be inaccurate and is subject to availability.

See where you are on a map

If you need to get your bearings, check where you are on a map. You can also explore different cities and countries.

1. On the start screen, swipe left, and tap  **Nokia Maps**.

 shows where you are. If Nokia Maps can't find your location,  shows your last known location.

If accurate positioning is not possible, a green halo around the location icon shows the general area you might be in. In densely populated areas, the accuracy of the estimate is better, and the green halo is not as wide.

2. To see your current or last known location, tap .

Map coverage varies by country and region.

Browse the map

Drag the map with your finger. The map is oriented north.

Zoom in or out

Place two fingers on the map, and slide your fingers apart to zoom in or together to zoom out.

★ **Tip:** To add zoom controls to the map view, tap  > **settings**, and switch **Zoom controls to On** .

Find a location

Nokia Maps helps you find specific locations and businesses.

You must be online to search for places and locations.

1. Tap  **Nokia Maps** > .

2. Write search words, such as a street address or place name, in the search box.

3. Select an item from the list of proposed matches.

The location is shown on the map.

★ **Tip:** Want to see more info about a place? The place details view can contain general info, photos, reviews, links to guides, and further suggestions of nearby places. When the location is shown on the map, to see the place details view, tap the info bubble.

If no search results are found, make sure the spelling of your search words is correct.

Discover nearby places

Looking for a new restaurant, hotel, or shop? Nokia Maps suggests nearby places for you.

Tap  **Nokia Maps**.

1. Tap  to find suggested places nearest to you, or browse to a point on the map.

2. Tap .

You can see all types of suggested places on the map.

3. To find certain types of nearby places, tap , swipe to **explore**, and tap a category tile.

The nearby places in the category are shown on the map.

- ★ **Tip:** Tap and hold a category tile to pin it to the start screen. This way you can quickly discover new places wherever you are.

Add a photo to a place

See something you like? Let others share your experience. Snap a photo and upload it for everyone to see, either on their phone or at the Nokia Maps website.

1. On the start screen, swipe left, and tap  **Nokia Maps**.
2. Tap  to see the places near you.
3. Tap the place icon on the map, and tap the info bubble.
4. In the place details view, swipe to **photos**, and tap  **add a photo**.
5. Tap a photo and .

Rate and review a place

In the place details view, swipe to **reviews**, and tap  **add a review**. Tap the stars to rate the place, and write your review.

Save a place

To aid your travel planning, you can search for places, such as hotels, attractions, or petrol stations, and save them to your phone.

1. On the start screen, swipe left, and tap  **Nokia Maps**.
2. To search for an address or place, tap .
3. When the place is shown on the map, to open the place details view, tap the info bubble.
4. In the place details view, tap .

- ★ **Tip:** You can also pin a place to the start screen for easy access. When the place is shown on the map, tap the info bubble and .

View a saved place

In the main view, tap .

Sync your saved places

Have your favourite places always backed up and at hand – sign in to your Nokia account to sync your favourites with the Nokia Maps website.

On the start screen, swipe left, and tap  **Nokia Maps**.

You can plan a trip on your computer at the Nokia Maps website, sync the saved places with your phone, and access the plan on the go. Syncing is also a handy way of transferring your saved places from your previous Nokia phone to your new phone. Sync your old phone with the Nokia Maps web service, and then your new phone.

If you're signed in to your Nokia account, your favourites are synced automatically between your phone and the Nokia Maps web service every time you open Nokia Maps. To sync your saved places manually, tap  > .

- ★ **Tip:** Plan a trip on your computer at the Nokia Maps website, sync the saved places with your phone, and access the plan on the go.

To use the Nokia Maps web service on your computer, go to maps.nokia.com.

Switch off automatic sync

Tap **•••** > **settings**, and switch **Synchronise favourites** to .

Get directions to a place

Want to find your way easily? Get directions for walking, driving, or using public transport – use your current location or any other place as the start point.

1. Tap  **Nokia Maps**.
2. Tap **•••** > **directions**.
3. If you don't want the start point to be your current location, tap **from**, and search for a start point.
4. Tap **to**, and search for a destination.

The route is shown on the map, along with an estimation of how long it takes to get there. Tap  to see the detailed directions.

★ **Tip:** To get directions to a place, you can also tap the place on the map, or tap and hold a point on the map, and tap the info bubble. Tap **directions to here** or **directions from here**.

Switch between walking, driving, and public transport directions

In the detailed directions view, tap , , or .

Public transport routes are shown if a valid connection is found between your location and your destination. Public transport directions are available for selected regions around the world.

Change the look of the map

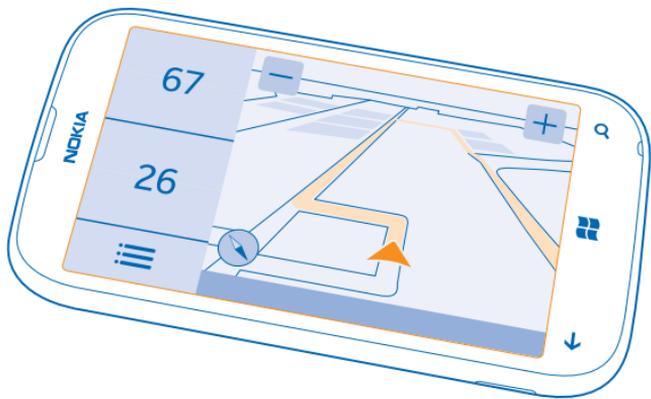
View the map in different modes, to highlight certain details and to help you find your way more easily.

1. On the start screen, swipe left, and tap  **Nokia Maps**.
2. Tap , and select a map view, for example, **satellite** or **traffic**.

The available options and features may vary by region. The unavailable options are dimmed.

Nokia Drive

Nokia Drive guides you where you want to go with voice-guided turn-by-turn directions.



Tap  **Nokia Drive**.

You can:

- Find your way with turn-by-turn directions and voice guidance
- Track your location, speed, and the distance driven, even if not navigating
- Preload maps before travelling and use Nokia Drive offline to save data costs
- Save your most-used destinations to your phone
- Get a warning when you exceed the speed limit

Using services or downloading content may cause transfer of large amounts of data, which may result in data traffic costs.

Drive to your destination

When you need clear turn-by-turn directions optimised for driving, Nokia Drive helps you get to your destination.

Tap  **Nokia Drive**.

Obey all local laws. Using a mobile phone or some its features while driving may be prohibited. Always keep your hands free to operate the vehicle while driving. Your first consideration while driving should be road safety.

When you open Nokia Drive for the first time, your phone asks if you want to download street maps for your current location and a navigation voice that matches your phone language settings.

If you download the maps you need using your home Wi-Fi connection before your trip, you save on data costs while travelling.

1. Tap  > **Set destination**, and search for your destination.
2. Tap your destination and **DRIVE TO > START**.

By default, the map rotates to your driving direction. The compass always points north.

3. To stop the navigation, tap  > **Stop navigation**.

See the map in full screen

Tap the map.

Save a place

To help with your travel plans, you can search for places, such as hotels, attractions, or petrol stations, and save them to your phone.

Tap  **Nokia Drive**.

1. To search for a place, tap  > **Set destination** > **Search**.
2. Write search words, such as a street address or place name.
3. Tap a place from the list.
4. Tap .

Drive to a saved place

Tap  > **Set destination** > **Favourites** and the place.

- ★ **Tip:** You can pin a favourite destination to the start screen, so you can navigate to it quickly. Tap  > **Set destination** > **Favourites**, tap and hold a place, and tap **pin to start**.

Get voice guidance

Voice guidance, if available for your language, helps you find your way to a destination, leaving you free to enjoy the journey.

Tap  **Nokia Drive**.

1. Tap  > **Settings** > **Navigation voice**.
2. Tap a language. If you don't want to use voice guidance, tap **None**.

Download new navigation voices

Tap  > **Settings** > **Navigation voice** > **Download new**, and tap a voice.

Navigate offline

To save data costs, you can also use Nokia Drive offline.

1. Tap  **Nokia Drive**.
2. Tap  > **Settings**.
3. Switch **Connection** to **Offline** .

Some features, such as search results, may be limited when using Nokia Drive offline.

Get speed limit warnings

Don't let your speed drift above the limit – set your phone to warn you when you're driving too fast.

The availability of speed limit info may vary according to the region and country.

1. Tap  **Nokia Drive**.
2. Tap  > **Settings** > **Speed limit**, and switch **Speed limit alert** to **Alert on** .
3. To set by how much you can exceed the limit before being warned, drag the **Alert if my speed exceeds limit by** slider. You can set a separate limit for lower and higher speeds.

Download Drive maps

To save on data costs when travelling, save new street maps to your phone before your journey. If you're running low on space, you can remove some maps from your phone.

Tap  **Nokia Drive** >  > **Settings** > **Manage maps**.

To download maps on your phone, you need to be connected to a Wi-Fi network.

1. Tap .

2. Select a continent, a country, and an area, if applicable, and tap **Install**.

Remove a map

Tap the map you want to remove, and on the map details page, tap .

Change the look of the Drive view

Are you using Nokia Drive at night, when it's dark? With day and night modes, you can see the screen clearly at all times. You can also change other settings to match your needs.

Tap  **Nokia Drive**.

1. Tap  > **Settings**.

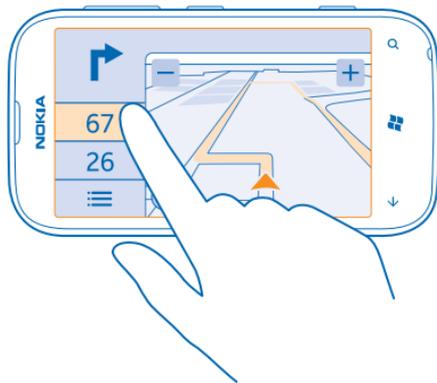
2. Switch **Map colours** to **Night**. To switch night mode on automatically when it's dark, tap **Automatic**.

Switch between 2D and 3D

Tap  and **2D** or **3D**.

Switch between remaining distance, time of arrival, or remaining time view

In the navigation view, tap the remaining distance and an option.



Hide prominent buildings and attractions

Tap  > **Settings**, and switch **Landmarks** to .

Positioning methods

Your phone shows your location on the map using GPS, A-GPS, Wi-Fi, or network (Cell ID) based positioning.

The availability, accuracy and completeness of the location info depend on, for example, your location, surroundings, and third party sources, and may be limited. Location info may not be available, for example, inside buildings or underground. For privacy info related to positioning methods, see the Nokia Privacy Policy.

The Assisted GPS (A-GPS) network service retrieves location info using the cellular network, and assists GPS in calculating your current location.

A-GPS and other enhancements to GPS may require transferring small amounts of data over the cellular network. If you want to avoid data costs, for example when travelling, you can switch the mobile data connection off in your phone settings.

Wi-Fi positioning improves positioning accuracy when satellite signals are not available, especially when you are indoors or between tall buildings. If you're in a place where the use of Wi-Fi is restricted, you can switch Wi-Fi off in your phone settings.

The trip meter may not be accurate, depending on the availability and quality of your satellite connection.

Internet

Learn how to create wireless connections and browse the web while keeping your data costs down.



Define internet connections

Does your network service provider charge you a fixed fee for data transfer or on a pay as you use basis? Change the Wi-Fi and mobile data settings to reduce your data costs while roaming and at home.

Using a Wi-Fi connection is generally faster and less expensive than using a mobile data connection. If both Wi-Fi and mobile data connections are available, your phone uses the Wi-Fi connection.

1. On the start screen, swipe left, and tap **Settings** > **WiFi**.
2. Make sure **WiFi networking** is switched to **On**.
3. Select the connection you want to use.

Use a mobile data connection

On the start screen, swipe left, and tap **Settings** > **mobile network**, and switch **Data connection** to **On**.

Use a mobile data connection when roaming

Connecting to the internet when roaming, especially when abroad, can raise data costs substantially.

Data roaming means using your phone to receive data over networks that your network service provider doesn't own or operate.

On the start screen, swipe left, tap **Settings** > **mobile network**, and switch **Data roaming options** to **roam**.

Connect your computer to the web

Want to use the internet on your laptop but don't have access? You can use your phone's mobile data connection with your laptop or other devices. A Wi-Fi connection is then created.

1. On the start screen, swipe left, and tap **Settings** > **Internet Sharing**.
2. Switch **Sharing** to **On**.

3. To change the name of your connection, tap **setup** > **Broadcast name**, and write a name.

★ **Tip:** You can also type in a password for the connection.

4. Select the connection on the other device.

The other device uses data from your data plan, which may result in data traffic costs. For info on availability and costs, contact your network service provider.

Web browser

Catch up on the news, and visit your favourite websites. You can use Internet Explorer 9 Mobile in your phone to view web pages on the internet. Your browser can also help warn you against security threats.



Tap  **Internet Explorer**.

To browse the web, you must be connected to the internet.

Browse the web

Who needs a computer, when you can browse the internet on your phone?

★ **Tip:** If your network service provider doesn't charge you a fixed fee for data transfer, to save on data costs, use a Wi-Fi network to connect to the internet.

1. Tap  **Internet Explorer**.

2. Tap the address bar.

3. Write a web address.

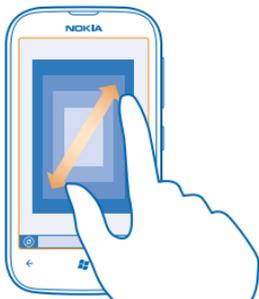
★ **Tip:** To quickly write a web address suffix such as .org, tap and hold the suffix key on the keyboard, and tap the suffix you want.

4. Tap .

★ **Tip:** To search the internet, write a search word in the address bar, and tap .

Zoom in or out

Place two fingers on the screen, and slide your fingers apart or together.



★ **Tip:** You can also double-tap the screen.

Open a new tab

When you want to visit several websites at the same time, you can open up to 6 browser tabs and switch between them.

Tap  **Internet Explorer**.

Tap **•••** > **tabs** > .

Switch between tabs

Tap **•••** > **tabs** and a tab.

Close a tab

Tap **•••** > **tabs** > .

Add a website to your favourites

If you visit the same websites all the time, add them to your favourites, so you can quickly access them.

Tap  **Internet Explorer**.

1. Go to a website.

2. Tap **•••** > **add to favourites**.

★ **Tip:** You can also pin your favourite websites to the start screen. While browsing the website, tap **•••** > **pin to start**.

Go to a favourite website

Tap **•••** > **favourites** and a website.

Share a web page

When you've found an interesting web page, you can send it to your friend in a text message or mail, or post it to your social networks.

1. Tap  **Internet Explorer**, and go to a website.

2. Tap **•••** > **share page** and how you want to share.

Clear the browser history

When you've finished browsing, you can delete your private data, such as your browsing history and temporary internet files.

1. Tap  **Internet Explorer**.
2. Tap  > **settings** > **delete history**.

A cache is a memory location that is used to store data temporarily. If you have, or have tried to, access confidential info or a secure service, requiring passwords, clear the cache after each use.

Search the web

Explore the web with Bing search. You can use the keyboard or your voice to write your search words.

1. Press .
2. Write your search word in the search box, and tap . You can also select a search word from the proposed matches.
3. To see related search results, swipe to **local** or **images**.

Use voice search

Press , tap , and say your search word.

This feature is not available in all languages. For more info on feature and service availability, see the How-to section at www.windowsphone.com.

Close all internet connections

Save your battery by closing internet connections that are open in the background. You can do it without closing any apps.

1. On the start screen, swipe left, and tap  **Settings** > **WiFi**.
2. Switch **WiFi networking** to **Off** .

Close a mobile data connection

On the start screen, swipe left, and tap  **Settings** > **mobile network**, and switch **Data connection** to **Off** .

Entertainment

Having a spare moment and in need of entertainment? Learn how to watch videos, listen to your favourite music, and play games.



Watch and listen

You can use your phone to watch videos and listen to music and podcasts while on the move.

Tap  **Music+Videos**.

Play music, podcasts, and videos

Listen to music and podcasts, and watch videos while on the move.

1. On the start screen, swipe left, and tap  **Music+Videos**.
2. Tap **music**, **videos**, or **podcasts**.
3. To browse by category, swipe left or right.
4. Tap the song, podcast, or video you want to play.

★ **Tip:** You can use the Zune PC app to make playlists of your favourite music, and copy them to your phone.

Pause or resume playback

Tap  or .

To play songs in a random order, tap .

Fast-forward or rewind

Tap and hold  or .

FM radio

Learn how to listen to the radio on your phone.



Listen to the radio

Enjoy your favourite FM radio stations on the go.

1. On the start screen, swipe left, and tap **Music+Videos** > **radio**.
2. Connect a compatible headset. The headset acts as an antenna.

Go to the next or previous station

Swipe left or right.

★ **Tip:** If you use a shorter swiping motion, you can skip to stations that have a stronger signal.

Save a radio station

Save your favourite radio stations so you can easily listen to them later.

On the start screen, swipe left, and tap  **Music+Videos**.

To save the station that you are listening to, tap .

View your saved stations list

Tap .

Remove a station from the list

Tap .

Sync music between your phone and PC

Do you have content on your PC that you want to listen to or watch on your phone? Use the Zune PC app to sync music and videos between your phone and PC, and to manage your media collection.

Download the latest version of the Zune PC app from www.zune.net. You cannot sync DRM-protected music with Zune.

1. Connect your phone to a compatible computer with a USB cable.
2. On your PC, open Zune. For more info, see the Zune help.

★ **Tip:** You can also use Zune to make playlists of your favourite music, and copy them to your phone.

Marketplace

Do you want to personalise your phone with more apps? Or download games, also free of charge? Browse Marketplace to find the latest content for you and your phone.

You can download:

- Apps
- Games
- Videos
- Podcasts

You can also:

- Get content that is relevant to your tastes and location
- Share recommendations with your friends

The availability of Marketplace and the selection of items available for download depend on your region.

To download from Marketplace, you need to be signed in to your Microsoft account on your phone. When you're signed in, you are offered content compatible with your phone.

You can search for and download content directly to your phone, or browse Marketplace content on your computer and send links from there to your phone in a text message.

Some items are free of charge; others you need to pay for by credit card or by charging your phone bill.

The availability of payment methods depends on your country of residence and your network service provider.

Browse Marketplace

Check out the latest and most downloaded apps or games, and items recommended for you and your phone. Browse different categories, or search for specific apps or games.

Tap  Marketplace

View or browse categories

Tap a category on the front page, or swipe left or right to see more categories and items.

Tap an item to view its details. When you view an item, related items are also shown.

Search Marketplace

Tap .

- ★ **Tip:** Did you find something in Marketplace that you know your friends would be interested in? You can send them a link. If the item is free, tap **share**. If the item has a price, tap **••• >** **share**.

Download a game, app, or other item

Download free apps, games, or other stuff, or buy more content for your phone.

1. Tap  Marketplace
2. Tap an item to view its details.

3. If the item has a price, tap **buy**, or to try the item for free for a limited time, tap **try**. If the item is free, tap **install**.

The availability of payment methods depends on your country of residence and your network service provider.

4. If you're not signed in to your Microsoft account, sign in now.

5. By default, purchases are added to your phone bill, if available. You can also pay by credit card.

6. Follow the instructions shown on your phone.

When the download is complete, you can open or view the item, or continue browsing for more content. The content type determines where the item is stored in your phone: music, videos, and podcasts can be found in the Music+Videos hub, games can be found in the Games hub, and apps can be found in the apps menu.

For more info on an item, contact the publisher of the item.

★ **Tip:** Use a Wi-Fi connection to download large files.

View your download queue

While an item is downloading, you can continue to browse Marketplace for other content and add items to your download queue.

1. Tap  **Marketplace**.

2. To view your download queue, tap the download notification at the bottom of the main view.

The notification shows the number of items being downloaded.

One item is downloaded at a time, and pending items wait in your download queue.

★ **Tip:** If you need to, for example, temporarily close your internet connection, tap and hold the downloading item, and tap **pause**. To resume downloading, tap **resume**. Pause pending items individually. If a download fails, you can re-download the item.

Write a review for an app

Do you want to share your opinion on an app with other Marketplace users? Rate and review the app. You can post one review per app that you download.

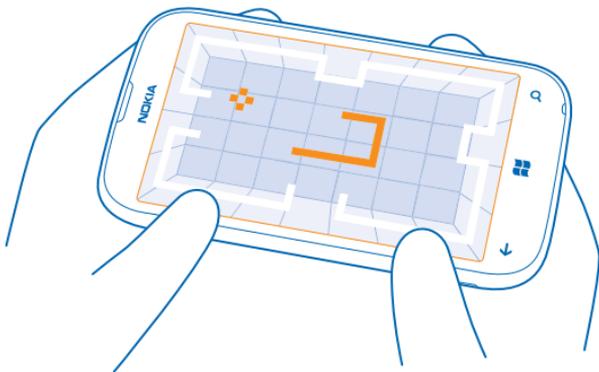
1. On the start screen, swipe left, tap and hold the app, and tap **rate and review**.

2. Rate the app, and write your review.

★ **Tip:** You can rate and review your other items in the same way.

Games

Want to have some fun? Keep yourself entertained by downloading and playing games on your phone.



Download games

Get new games on your phone on the go from Marketplace.

1. Tap  **Games**.
2. Browse the selection in Marketplace, and tap the game you want.
3. To download a free game, tap **install**.
4. To try a game for free, tap **try**.
5. To buy a game, tap **buy**.

The availability of payment methods depends on your country of residence and your network service provider.

Play a game

Gaming on your phone is a truly social experience. Xbox LIVE, Microsoft's gaming service, lets you play games with your friends and use your gamer profile to keep track of game scores and achievements. You can do this online, on your Xbox console, and on your phone in the Games hub.

Tap  **Games**.

Swipe to **collection**, and tap a game. If it's an Xbox LIVE game, sign in to your Xbox LIVE account. If you don't yet have an account, you can create one. Xbox LIVE is not available in all areas. Before you can play a game, you need to install it on your phone.

★ **Tip:** You can pin your favourite games to the start screen. In the **collection** view, tap and hold the game, and tap **pin to Start**.

Get more games

You can get new games from Marketplace. Swipe to **collection**, and tap **get more games**.

Accept an invitation to play a game

Sign in to Xbox LIVE, swipe to **requests**, and tap the invitation. If you don't have the game, but it is available in your area in Marketplace, you can either download a trial version or buy it right away.

Resume playing a game

When you return to a game, there may be a resume icon in the game itself. If not, tap the screen.

Office

Keep yourself organised. Learn how to use the calendar and the Microsoft Office apps.



Microsoft Office Mobile

Microsoft Office Mobile is your office away from the office.

Go to the Office hub to create and edit Word documents and Excel workbooks, open and view PowerPoint slide shows, create notes with OneNote, and share documents with SharePoint.

You can also save your documents to Windows SkyDrive. SkyDrive is cloud storage that you can use to access your documents from your phone, tablet, computer, or Xbox. When you stop working on a document, and go back to it later, you're in the same place where you left it – no matter which device you're using.

Microsoft Office Mobile consists of the following:

- Microsoft Word Mobile
- Microsoft Excel Mobile
- Microsoft PowerPoint Mobile
- Microsoft OneNote Mobile
- Microsoft SharePoint Workspace Mobile
- Windows SkyDrive

Read Microsoft Office documents

In the Office hub, you can view Microsoft Office documents, such as Word documents, Excel workbooks, or PowerPoint presentations.

1. On the start screen, swipe left, and tap **1** Office.
2. Swipe to **documents**.
3. Tap the Word, Excel, or PowerPoint file you want to view.

Create a Word document

You can create new documents with Microsoft Word Mobile.

1. On the start screen, swipe left, and tap  **Office**.
2. Swipe to documents, and tap .
3. Tap a blank Word file or a template.
4. Write your text.
5. To save your document, tap  > **save**.

Edit a Word document

Polish your documents on the road with Microsoft Word Mobile. You can edit the documents and share your work on a SharePoint site.

On the start screen, swipe left, and tap  **Office**.

1. Swipe to **documents**, and tap the Word file you want to edit.
2. To edit the text, tap .
3. To save your document, tap  > **save**.

★ **Tip:** To access an important document quickly, you can pin it to the start screen. Tap and hold the document, and tap **pin to start**.

Add a comment

Tap  > .

Search for text in a document

Tap the Word file and .

Send a document in a mail

Tap the Word file and  > **share....**

Create an Excel workbook

With Microsoft Excel Mobile, you can create new Excel workbooks.

1. On the start screen, swipe left, and tap  **Office**.
2. Swipe to **documents**, and tap .
3. Tap a blank Excel file or a template.
4. Tap a cell, and tap the text box at the top of the page.
5. Enter values or text.
6. To save your workbook, tap  > **save**.

Edit an Excel workbook

No need to travel to the office to check the latest figures. With Microsoft Excel Mobile, you can edit your workbooks, and share your work on a SharePoint site.

On the start screen, swipe left, and tap  **Office**.

1. Swipe to **documents**, and tap the Excel file.
2. To move to another worksheet, tap  and a worksheet.
3. To save your workbook, tap  > **save**.

Add a comment to a cell

Tap .

Apply a filter to cells

Tap **•••** > **apply filter**.

Change the cell and text format

Tap **•••** > **format cell...**

Find data from a workbook

Tap the Excel file and .

Send a workbook in a mail

Tap the Excel file and **•••** > **share....**

Delete a document

Phone memory filling up? You can delete any Office documents you no longer need.

1. On the start screen, swipe left, and tap  **Office**.
2. Swipe to locations, and tap **Phone** or any other location of the document you want to delete.
3. Tap and hold the document, and tap **delete**.

View and edit a PowerPoint presentation

Add the finishing touches to your presentation en route to your meeting with Microsoft PowerPoint Mobile.

1. On the start screen, swipe left, and tap  **Office**.
2. Swipe to **documents**, tap a PowerPoint file, and turn your phone to landscape mode.
3. To browse between slides, swipe left or right.
4. To go to a specific slide, tap  and the slide you want to see.
5. To add a note to a slide, tap .
6. To edit a slide, tap .
7. To save your presentation, tap **•••** > **save**.

Send a presentation in a mail

Tap the PowerPoint file and **•••** > **share....**

Delete a presentation

Tap and hold the PowerPoint file, and tap **delete**.

Watch a PowerPoint broadcast

You can attend a meeting on the go and watch a PowerPoint presentation broadcast over the internet on your phone.

Open the mail containing the link to the broadcast presentation, and tap the link.

Share documents with SharePoint Workspace Mobile

Work on shared Microsoft Office documents, and collaborate on projects, schedules, and ideas. With Microsoft SharePoint Workspace Mobile, you can browse, send, edit, and synchronise your documents online.

1. On the start screen, swipe left, and tap  **Office**.
2. Swipe to **locations**, and tap **SharePoint**.
3. Write the web address for a SharePoint site, and tap .
4. Select a document.

A copy is downloaded to your phone.

5. View or edit the document, and save your changes.

★ **Tip:** To keep an offline copy of a document on your phone, tap and hold the document, and tap **always stay offline**.

Return to SharePoint Workspace Mobile

Press .

Write a note

Notes on paper are easy to lose. Instead of jotting them down on paper, you can write your notes with Microsoft OneNote Mobile. This way, you always have your notes with you. You can also sync your notes to SkyDrive and view and edit them with OneNote on your phone, on your computer, or online in a web browser.

1. On the start screen, swipe left, and tap  **Office**.
2. Swipe to **notes**, and tap .
3. Write your note.
4. To format the text, tap  **format**.
5. To add a picture, tap .
6. To record a sound clip, tap .
7. To save the changes, press .

If you have a Microsoft account set up on your phone, your changes will be saved and synced to your default **Personal (Web)** notebook on SkyDrive. Otherwise, your changes will be saved on your phone.

Send a note in a mail

Tap a note and .

★ **Tip:** To access an important note quickly, you can pin it to the start screen. Tap and hold the note, and tap **pin to start**.

Make a calculation

Need to make a calculation on the go? You can use your phone as a calculator.

1. On the start screen, swipe left, and tap  **Calculator**.

★ **Tip:** To use the basic calculator, hold your phone upright. To use the scientific calculator, turn your phone on its side.

2. Enter the first number of the calculation.
3. Tap a function, such as add or subtract.
4. Enter the second number of the calculation.
5. Tap =.

This feature is designed for personal use. Accuracy may be limited.

Calendar

Learn how to keep your appointments, tasks, and schedules up-to-date.

Add a task to your to-do list

Do you have important tasks to handle at work, library books to return, or maybe an event you want to attend? You can add tasks (to-dos) to your calendar. If you have a particular deadline, set a reminder.

1. On the start screen, swipe left, and tap  **Calendar**.
2. Swipe to **to-do**.
3. Tap , and fill in the fields.
4. To add a reminder, switch **Reminder** to **on** , and set the reminder date and time.
5. Tap .

Mark a task as complete

Tap and hold the task, and tap **complete**.

Edit or delete a task

Tap and hold the task, and tap **edit** or **delete**.

Add an appointment

Need to remember an appointment? Add it to your calendar.

1. On the start screen, swipe left, and tap  **Calendar**.
2. Swipe to **day** or **agenda**, and tap .
3. Fill in the fields.
4. To add a reminder, tap **more details** > **Reminder**, and set the reminder time.
5. Tap .

Edit or delete an appointment

Tap and hold the appointment, and tap **edit** or **delete**.

View your schedule

You can browse your calendar events in different views.

1. On the start screen, swipe left, and tap  **Calendar**.
2. To switch between the calendar views, swipe left or right.

View a whole month

In the day or agenda view, tap .

★ **Tip:** Swipe up or down to go to the next or previous month. To jump to a specific month, select the month at the top of the screen.

View a specific day

In the day or agenda view, tap  and the day.

Use multiple calendars

When you set up mail accounts on your phone, you can see the calendars from all your accounts in one place.

1. On the start screen, swipe left, and tap  **Calendar**.
2. To show or hide a calendar, tap **•••** > **settings**, and switch the calendar on or off.

★ **Tip:** When a calendar is hidden, the calendar events and reminders are not displayed in different calendar views.

Change the colour for each calendar

Tap **•••** > **settings**, and tap the current colour and the new colour.

Phone management & connectivity

Take care of your phone and its contents. Learn how to connect to accessories and networks, transfer files, create backups, lock your phone, and keep the software up to date.



Keep your phone up to date

Learn how to update your phone software and apps.

Software updates

Stay in step with the beat – update your phone software and apps to get new and enhanced features for your phone. Updating the software may also improve your phone performance.



Warning: If you install a software update, you cannot use the device, even to make emergency calls, until the installation is completed and the device is restarted.

Using services or downloading content may cause transfer of large amounts of data, which may result in data traffic costs.

After the update, go to www.nokia.com/support to get your new user guide.

Update your phone software

Use the Zune PC app to update your phone software for new features and improved performance. When you update your phone software with Zune, your personal content is not deleted from your phone.

You need:

- The Zune app
- A compatible computer
- A high-speed internet connection
- A compatible USB cable

Before starting the update, make sure your phone has enough battery power.

1. To download and install Zune to your PC, go to www.zune.net.

★ **Tip:** If you're using an Apple Mac, download Windows Phone 7 Connector for Mac from Mac App Store.

2. Connect your phone to your computer with the USB cable.

3. Open Zune.

4. Wait while Zune checks for available updates, and follow the instructions displayed on your computer.

★ **Tip:** If you receive an error message during the update, make a note of the error code, and search at support.microsoft.com to see what went wrong.

Your phone is automatically backed up during the software update. You can also sync your phone to your computer with Zune or Windows Phone 7 Connector for Mac without updating your phone software.

Set your phone to notify about updates

Tap  **Settings**, then tap **phone update** > **Notify me when new updates are found**.

Memory and storage

Learn how to manage your photos, apps and other stuff on your phone.

Back up and restore data on your phone

Avoid the point of no return – back up your phone and your stuff onto your computer.

Your settings, documents, photos, music, and videos are automatically backed up during the software update, when you update your phone using the primary computer (the computer you first connected your phone to with a USB cable). If you use a different computer to update your phone software, no backup is created. You can change your primary computer in the Zune settings.

If you don't yet have Zune, go to www.zune.net to download and install the latest version on your computer. If you're using an Apple Mac, download Windows Phone 7 Connector for Mac from the Mac App Store.

1. Connect your phone to your computer with a USB cable.

2. Open Zune.

3. Wait while Zune checks for available updates, and follow the instructions shown on your computer.

Your downloaded apps may not be included in the backup, but you can re-download them from Marketplace, free of charge. Data transmission costs may apply. For more info, contact your network service provider.

- ★ **Tip:** You can also sync your phone to your computer with Zune or Windows Phone 7 Connector for Mac without updating your phone software. Syncing does not back up your system settings or your apps. You can also set your phone to sync your contacts through Outlook, so you can restore them to your phone from your computer.

Restore a backup to your phone

Connect your phone to your primary computer with a USB cable, and use Zune to restore your backed up content and the earlier version of your phone software.

Sync your phone with your computer using a USB connection

Keep your music, photos, and other stuff safe and sound – use the Zune PC app to sync your phone with your computer.

If you don't yet have Zune, go to www.zune.net to download and install the latest version on your computer. If you're using an Apple Mac, download Windows Phone 7 Connector for Mac from the Mac App Store.

1. Connect your phone to your computer with a USB cable.
2. Open Zune.
3. Wait while Zune syncs your phone.

You can change your sync settings in the Zune settings.

- ★ **Tip:** You can set your phone to sync your contacts through Outlook, so you can restore them to your phone from your computer.

- ★ **Tip:** You can also set your phone to automatically sync wirelessly through your Wi-Fi network.

Syncing does not back up your system settings or your apps.

Sync with your computer wirelessly

If you set up wireless syncing, you can sync your phone with your computer without using a USB cable.

If you don't yet have Zune, go to www.zune.net to download and install the latest version on your computer. If you're using an Apple Mac, download Windows Phone 7 Connector for Mac from the Mac App Store.

1. Connect your phone to your computer with a USB cable.
2. Open Zune.
3. On your computer, select **SETTINGS > PHONE**.
4. Make sure your phone is connected to your Wi-Fi network.
5. On your computer, select **SET UP WIRELESS SYNC**, and follow the instructions shown on your computer.

For the wireless sync to start:

- Your phone and computer need to be connected to the same wireless network
- The battery level of your phone needs to be at least half
- Your phone needs to be plugged into a wall outlet

It may take up to 15 minutes for the wireless sync to start, and you can't use your phone while it's syncing.

SkyDrive

Store your stuff in the clouds. You don't need to worry about freeing memory for your favourites or new apps.

SkyDrive is cloud storage for all your documents and photos, so you can access, share, or restore them if need be.

With SkyDrive, you can access your photos, documents, and more from your phone, tablet, or computer. Depending on the app, you can even continue working on a document right from where you left it earlier.

There are several places where you can access your stuff on SkyDrive. For example, you can save photos to SkyDrive in the Pictures hub, or manage your office documents in the Office hub.

★ **Tip:** To easily manage your stuff in the cloud on your phone, you can download the SkyDrive app from Marketplace.

Share your photos and documents between your devices

With SkyDrive, you can easily access your photos, documents, and other stuff you have uploaded from any of your devices.

To upload your photos, documents, or other stuff saved on your phone, tablet, or computer to SkyDrive, you need to sign in to your Microsoft account. To access the uploaded content on another device, you need to sign in to the same Microsoft account that was used when uploading the content.

To upload or download content, you need an internet connection. If you don't have a data plan, the data transmission costs may pile up quickly. For info about possible data costs, contact your network service provider.

There are several places where you can access your stuff on SkyDrive. On your phone, you can check your photos and videos in the Pictures hub, or open your Office documents in the Office hub. You can also download the SkyDrive app from Marketplace to see and manage all types of files on your phone.

On your tablet or computer, you can either manage your stuff online at www.skydrive.com, or you can use the SkyDrive app and access SkyDrive straight from your desktop. If you don't yet have the SkyDrive app, you can download and install it from www.skydrive.com.

★ **Tip:** With the SkyDrive app, you can simply drag and drop the files you want to upload to the SkyDrive folder in the file manager, such as Windows Explorer or Finder, and the files are automatically uploaded to SkyDrive.

Free up phone memory

Do you need to increase the available phone memory, so you can install more apps or add more content?

You can delete the following if no longer needed:

- Text, multimedia, and mail messages

- Contact entries and details
- Apps
- Music, photos, or videos

Delete an app from your phone

You can remove installed apps that you no longer want to keep or use, to increase the amount of available memory.

1. On the start screen, swipe left to the apps menu.
2. Tap and hold the app, and tap **uninstall**. You may not be able to remove some apps.

If you remove an app, you may be able to reinstall without buying again, as long as the app is available in Marketplace.

If an installed app depends on a removed app, the installed app may stop working. For details, see the user documentation of the installed app.

Security

Learn how to protect your phone, and to keep your data secure.



Set your phone to lock automatically

Want to protect your phone against unauthorised use? Define a security code, and set your phone to lock itself automatically when you're not using it.

1. Tap **Settings** > **lock+wallpaper**.
2. Switch **password** to **On**, and type in a security code (at least 4 digits).
3. Tap **Require a password after**, and define the length of time after which the phone is locked automatically.

Keep the security code secret and in a safe place separate from your phone. If you forget the security code, and cannot recover it, or you enter the wrong code too many times, your phone will require service. Additional charges may apply, and all the personal data in your phone may be deleted. For more information, contact Nokia Care or your phone dealer.

Unlock your phone

Press the power key, and drag the lock screen up, and type in your security code.

Use your phone when it's locked

You can use certain features of your phone when it is locked, without having to enter the security code.

To wake up your phone, press the power key.

Open the camera

Press and hold the camera key.

Change how incoming calls are notified

Press the volume keys, and tap , , or .

Pause or resume music, or skip to another song

Use the music player controls displayed at the top of the screen.

Change your PIN code

If your SIM card came with a default PIN code, you can change it to something more secure.

1. On the start screen, swipe left, and tap  **Settings**.
2. Swipe to **applications**, and tap **phone**.
3. Tap **change SIM PIN**.

The PIN code can be 4-8 digits.

Find your lost phone

Misplaced your phone, or afraid it's stolen? Use find my phone to locate your phone, and lock or delete all data from it remotely.

1. Go to www.windowsphone.com.
2. Sign in with the same Windows Live ID as on your phone.
3. Select **find my phone**.

You can:

- Locate your phone on a map
- Make your phone ring, even if silent mode is switched on
- Lock your phone, and set it to show a message, so it can be returned to you
- Delete all data from your phone remotely

The available options may vary.

Wi-Fi

Find out more about using the Wi-Fi connection.



Wi-Fi connections

Your phone periodically checks for and notifies you of available connections. The notification appears briefly at the top of the screen. To manage your Wi-Fi connections, select the notification.

On the start screen, swipe left, and tap  **Settings** > **WiFi**.

! **Important:** Use encryption to increase the security of your Wi-Fi connection. Using encryption reduces the risk of others accessing your data.

Wi-Fi positioning improves positioning accuracy when satellite signals are not available, especially when you are indoors or between tall buildings. You can also switch Wi-Fi off in your phone settings.

Connect to a Wi-Fi

Connecting to a Wi-Fi network is a handy way of accessing the internet. When out and about, you can connect to Wi-Fi networks in public places, such as a library or internet café.

On the start screen, swipe left, and tap  **Settings**.

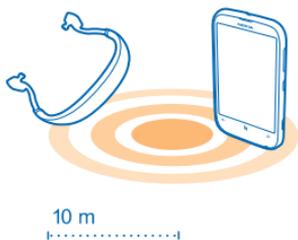
1. Tap **WiFi**.
2. Make sure **WiFi networking** is switched to **On** .
3. Select the connection you want to use.

Close the connection

Tap **WiFi**, and switch **WiFi networking** to **Off** .

Bluetooth

You can connect wirelessly to other compatible devices, such as phones, computers, headsets, and car kits.



On the start screen, swipe left, and tap **Settings > Bluetooth**.

Since devices with Bluetooth wireless technology communicate using radio waves, they do not need to be in direct line-of-sight. However, they must be within 10 metres (33 feet) of each other, although the connection may be subject to interference from obstructions such as walls or from other electronic devices.

Paired devices can connect to your phone when Bluetooth is switched on. Other devices can detect your phone only if the Bluetooth settings view is open.

Do not pair with or accept connection requests from an unknown device. This helps to protect your phone from harmful content.

Connect to a wireless headset

With a wireless headset (available separately), you can speak on the phone hands free – you can continue what you're doing, such as working at your computer, during a call.

1. On the start screen, swipe left, and tap **Settings > Bluetooth**.
2. Switch **Status** to **On** 
3. Make sure the headset is on.

You may need to start the pairing process from the headset. For details, see your headset user guide.

4. To pair your phone and the headset, tap the headset from the list.
5. You may need to type in a passcode. For details, see your headset user guide.

Send your content using Bluetooth

Want to share your content or send photos you've taken to a friend? You can use Bluetooth to wirelessly send your photos or other content to compatible devices or to your computer. You can send JPG, BMP, GIF, and PNG images.

If your phone doesn't have the Bluetooth Share app, you can download it from Marketplace. The Bluetooth Share app may not be available in all regions or for all software versions.

1. Make sure Bluetooth is switched on in both phones.
2. On the start screen, swipe left, and tap **Bluetooth Share > share**.
3. Swipe left to see the photos and files you have received recently.

4. If not paired with another phone, tap **Not ready yet**. **First you need to connect to the other phone..**

5. Select the device you want in the **RECENT** list.

★ **Tip:** Tap **others** if no recent devices exist.

6. Tap **pictures** or **files**, select the content you want to send, and tap **share via Bluetooth...**

Access codes

Ever wondered what the different codes on your phone are for?

PIN code
(4-8 digits)

This protects your SIM card against unauthorised use or is required to access some features.

You can set your phone to ask for the PIN code when you switch it on.

If not supplied with your card or you forget the code, contact your network service provider.

If you type in the code incorrectly three times in a row, you need to unblock the code with the PUK code.

PUK

This is required to unblock a PIN code.

If not supplied with your SIM card, contact your network service provider.

Security code (lock code, password)
(min. 4 digits)

This helps you protect your phone against unauthorised use.

You can set your phone to ask for the lock code that you define.

Keep the code secret and in a safe place, separate from your phone.

If you forget the code and your phone is locked, your phone will require service. Additional charges may apply, and all the personal data in your phone may be deleted.

For more information, contact Nokia Care or your phone dealer.

IMEI

This is used to identify valid phones in the network. The number can also be used to block, for example, stolen phones. You may also need to give the number to Nokia Care services.

To view your IMEI number, dial ***#06#**.

Help and support

When you want to learn more about your phone, or if you're unsure how your phone should work, there are several support channels for you to check.



To help you get the most out of your phone, you can explore www.nokia.com/support.

There you can find:

- Troubleshooting info
- Discussions
- News on apps and downloads
- Software update info
- Further details about features and technologies, and the compatibility of devices and accessories

Troubleshooting and discussions may not be available in all languages.

For support videos, go to www.youtube.com/NokiaSupportVideos.

If your phone isn't responding

Do the following:

- Switch the phone off, and remove the battery. After about a minute, put the battery back in, and switch the phone on.
- Reset your phone. This restores the factory settings, and erases all your personal content, including apps you've purchased and downloaded. On the start screen, swipe left, and tap  **Settings > about > reset your phone**.

If your issue remains unsolved, contact your network service provider or Nokia for repair options. Before sending your phone for repair, always back up your data, as all personal data in your phone may be deleted.

★ **Tip:** If you need to identify your phone, to view the unique IMEI number of the phone, dial ***#06#**.

Product and safety information

Network services and costs

You can only use your device on the WCDMA 900, 2100 and GSM/EDGE 850, 900, 1800, 1900 MHz networks. You need a subscription with a service provider.

Using some features and downloading content require a network connection and may result in data costs. You may also need to subscribe to some features.

Take care of your device

Handle your device, battery, charger and accessories with care. The following suggestions help you to protect your warranty coverage.

- Keep the device dry. Precipitation, humidity, and all types of liquids or moisture can contain minerals that corrode electronic circuits. If your device gets wet, remove the battery, and let the device dry.
- Do not use or store the device in dusty or dirty areas.
- Do not store the device in high temperatures. High temperatures may damage the device or battery.
- Do not store the device in cold temperatures. When the device warms to its normal temperature, moisture can form inside the device and damage it.
- Do not open the device other than as instructed in the user guide.
- Unauthorised modifications may damage the device and violate regulations governing radio devices.
- Do not drop, knock, or shake the device. Rough handling can break it.
- Only use a soft, clean, dry cloth to clean the surface of the device.
- Do not paint the device. Paint can prevent proper operation.
- Switch off the device and remove the battery from time to time for optimum performance.
- Keep the device away from magnets or magnetic fields.
- To keep your important data safe, store it in at least two separate places, such as your device, memory card, or computer, or write down important info.

Recycle

Always return your used electronic products, batteries, and packaging materials to dedicated collection points. This way you help prevent uncontrolled waste disposal and promote the recycling of materials. All materials of the device can be recovered as materials and energy. Check how to recycle your Nokia products at www.nokia.com/recycle.

Crossed-out wheeled-bin symbol



The crossed-out wheeled-bin symbol on your product, battery, literature, or packaging reminds you that all electrical and electronic products and batteries must be taken to separate collection at the end of their working life. This requirement applies in the European Union and Turkey. Do not dispose of these products as unsorted municipal waste: take them for recycling. For info on your nearest recycling point, go to www.nokia.com/support. For more info on the environmental attributes of your device, see www.nokia.com/ecoprofile.

About Digital Rights Management

When using this device, obey all laws and respect local customs, privacy and legitimate rights of others, including copyrights. Copyright protection may prevent you from copying, modifying, or transferring photos, music, and other content.

Digital rights management (DRM) protected content comes with an associated licence that defines your rights to use the content.

With this device you can access content protected with WMDRM 10. If certain DRM software fails to protect the content, content owners may ask that such DRM software's ability to access new DRM-protected content be revoked. Revocation may also prevent renewal of such DRM-protected content already in your device. Revocation of such DRM software does not affect the use of content protected with other types of DRM or the use of non-DRM-protected content.

If your device has WMDRM-protected content, both the licences and the content are lost if the device memory is formatted. You may also lose the licences and the content if the files on your device become corrupted. Losing the licences or the content may limit your ability to use the same content on your device again. For more info, contact your service provider.

Battery and charger info

Use your device only with an original BP-3L rechargeable battery. Nokia may make additional battery models available for this device.

Charge your device with AC-20 or AC-50 charger. Charger plug type may vary.

Third-party chargers that comply with the IEC/EN 62684 standard, and that can connect to your device micro USB connector, may also be compatible.

Battery safety

Always switch the device off and unplug the charger before removing the battery. To unplug a charger or an accessory, hold and pull the plug, not the cord.

When your charger is not in use, unplug it. Do not leave a fully charged battery connected to a charger, as overcharging may shorten the battery's lifetime. If left unused, a fully charged battery will lose its charge over time.

Always keep the battery between 15°C and 25°C (59°F and 77°F). Extreme temperatures reduce the capacity and lifetime of the battery. A device with a hot or cold battery may not work temporarily.

Accidental short-circuiting can happen when a metallic object touches the metal strips on the battery. This may damage the battery or the other object.

Do not dispose of batteries in a fire as they may explode. Obey local regulations. Recycle when possible. Do not dispose as household waste.

Do not dismantle, cut, crush, bend, puncture, or otherwise damage the battery in any way. If a battery leaks, do not let liquid touch skin or eyes. If this happens, immediately flush the affected areas with water, or seek medical help. Do not modify, attempt to insert foreign objects into the battery, or immerse or expose it to water or other liquids. Batteries may explode if damaged.

Use the battery and charger for their intended purposes only. Improper use, or use of unapproved or incompatible batteries or chargers may present a risk of fire, explosion, or other hazard, and may invalidate any approval or warranty. If you believe the battery or charger is damaged, take it to a service centre before continuing to use it. Never use a damaged battery or charger. Only use the charger indoors.

Additional safety information

Make an emergency call

1. Make sure the phone is switched on.
2. Check for adequate signal strength.

You may also need to do the following:

- Put a SIM card in the device.
- Switch the call restrictions off in your phone, such as call barring, fixed dialling, or closed user group.
- Make sure **flight mode** is not switched on.
- If the phone screen and keys are locked, unlock them.

3. Press 

4. Select 

5. Select 

6. Type in the official emergency number for your present location. Emergency call numbers vary by location.

7. Select **call**.

8. Give the necessary info as accurately as possible. Do not end the call until given permission to do so.

When you switch your phone on for the first time, you are asked to create your Microsoft account and set up your phone. To make an emergency call during the account and phone setup, tap **emergency call**.

 **Important:** Activate both cellular and internet calls, if your phone supports internet calls. The phone may attempt to make emergency calls both through cellular networks and through your internet call service provider. Connections in all

conditions cannot be guaranteed. Never rely solely on any wireless phone for essential communications like medical emergencies.

Small children

Your device and its accessories are not toys. They may contain small parts. Keep them out of the reach of small children.

Medical devices

Operation of radio transmitting equipment, including wireless phones, may interfere with inadequately shielded medical devices' function. Consult a physician or the medical device's manufacturer to determine if it is adequately shielded from external radio energy.

Implanted medical devices

To avoid potential interference, manufacturers of implanted medical devices recommend a minimum separation of 15.3 centimetres (6 inches) between a wireless device and the medical device. Persons who have such devices should:

- Always keep the wireless device more than 15.3 centimetres (6 inches) from the medical device.
- Not carry the wireless device in a breast pocket.
- Hold the wireless device to the ear opposite the medical device.
- Switch the wireless device off if there is any reason to suspect that interference is taking place.
- Follow the manufacturer directions for the implanted medical device.

If you have any questions about using your wireless device with an implanted medical device, consult your health care provider.

Hearing

 **Warning:** When you use the headset, your ability to hear outside sounds may be affected. Do not use the headset where it can endanger your safety.

Some wireless devices may interfere with some hearing aids.

Nickel

The surface of this device is nickel-free.

Protect your device from harmful content

Your device may be exposed to viruses and other harmful content. Take the following precautions:

- Be cautious when opening messages. They may contain malicious software or otherwise be harmful to your device or computer.
- Be cautious when accepting connectivity requests, browsing the internet, or downloading content. Do not accept Bluetooth connections from sources you do not trust.
- Only install and use services and software from sources that you trust and that offer adequate security and protection.
- Install antivirus and other security software on your device and any connected computer. Only use one antivirus app at a time. Using more may affect performance and operation of the device and/or computer.
- If you access preinstalled bookmarks and links to third party internet sites, take the appropriate precautions. Nokia does not endorse or assume liability for such sites.

Operating environment

This device meets radio frequency exposure guidelines in the normal use position at the ear or at least 1.5 centimetres (5/8 inch) away from the body. Any carry case, belt clip, or holder for body-worn operation should not contain metal and should position the device the above-stated distance from your body.

The sending of data files or messages requires a quality network connection and may be delayed until such a connection is available. Follow the separation distance instructions until the sending is completed.

Parts of the device are magnetic. Metallic materials may be attracted to the device. Do not place credit cards or other magnetic storage media near the device, because information stored on them may be erased.

Vehicles

Radio signals may affect improperly installed or inadequately shielded electronic systems in vehicles. For more info, check with the manufacturer of your vehicle or its equipment.

Only qualified personnel should install the device in a vehicle. Faulty installation may be dangerous and invalidate your warranty. Check regularly that all wireless device equipment in your vehicle is mounted and operating properly. Do not store or carry flammable or explosive materials in the same compartment as the device, its parts, or accessories. Do not place your device or accessories in the air bag deployment area.

Potentially explosive environments

Switch your device off in potentially explosive environments, such as near petrol pumps. Sparks may cause an explosion or fire resulting in injury or death. Note restrictions in areas with fuel; chemical plants; or where blasting operations are in progress. Areas with a potentially explosive environment may not be clearly marked. These usually are areas where you are advised to switch your engine off, below deck on boats, chemical transfer or storage facilities, and where the air contains chemicals or particles. Check with the manufacturers of vehicles using liquefied petroleum gas (such as propane or butane) if this device can be safely used in their vicinity.

Certification information (SAR)

This mobile device meets guidelines for exposure to radio waves.

Your mobile device is a radio transmitter and receiver. It is designed not to exceed the limits for exposure to radio waves recommended by international guidelines. These guidelines were developed by the independent scientific organisation ICNIRP and include safety margins designed to assure the protection of all persons, regardless of age and health.

The exposure guidelines for mobile devices employ a unit of measurement known as the Specific Absorption Rate or SAR. The SAR limit stated in the ICNIRP guidelines is 2.0 watts/kilogram (W/kg) averaged over 10 grams of tissue. Tests for SAR are conducted using standard operating positions with the device transmitting at its highest certified power level in all tested frequency bands. The actual SAR level of an operating device can be below the maximum value because the device is designed to use only the power required to reach the network. That amount changes depending on a number of factors such as how close you are to a network base station.

The highest SAR value under the ICNIRP guidelines for use of the device at the ear is 0.65 W/kg. Use of device accessories may result in different SAR values. SAR values may vary depending on national reporting and testing requirements and the network band. Additional SAR information may be provided under product information at www.nokia.com.

Nokia support messages

To help you take maximum advantage of your phone and services, you may receive messages from Nokia. The messages may contain tips and tricks and support. To provide the service described above, your mobile phone number, the serial number of your phone, and some identifiers of the mobile subscription policy may be sent to Nokia when you use the phone for the first time. This information may be used as specified in the privacy policy, available at www.nokia.com.