



**MOTO Q**<sup>™</sup> 9h



**User Guide**





# HELLOMOTO

---

Technology promised to make things easier... but then it gave you more to do—phone calls, e-mails, music, photos, videos, the Internet, and more. **It's time to take back control.** It's time to meet the MOTO Q™ 9h.

**My Phone, My Way** Use photos for your wallpaper, use your songs for your ringtones, use new programs that you load onto your phone... you get the idea.

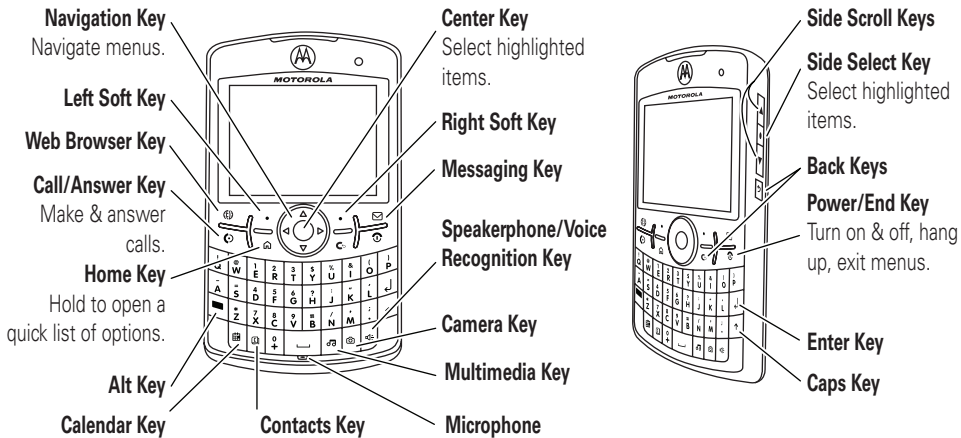
**Anytime Entertainment** Load video and music files to make a media library that goes anywhere.

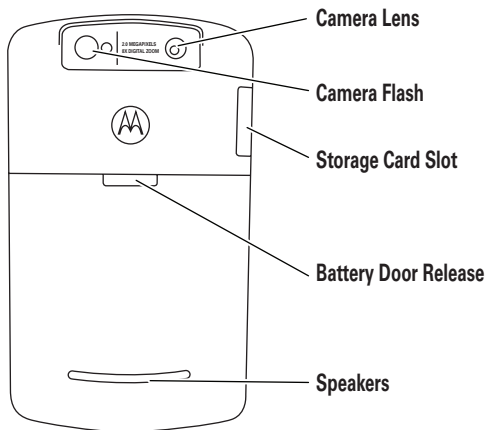
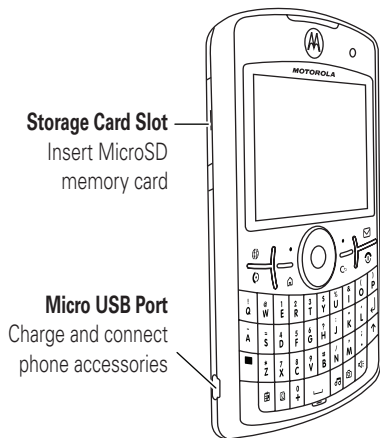
**Working Remotely** Check e-mail and edit Microsoft® Office documents anywhere in the world.

**Help & QuickStart Tour** On-phone help is available anytime. Just press **Start > Help and Quickstart**.

For more: [www.motorola.com/support/9h](http://www.motorola.com/support/9h).

Introducing your new **MOTO Q™ 9h** wireless phone! Here's a quick anatomy lesson.

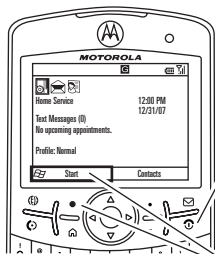




To avoid damaging your phone, carry it in an approved holster or case rather than a pocket, purse, or bag.

From the home screen, press **Start** to open the main menu.

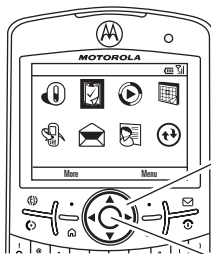
## Home Screen




1 Press and release the **Power Key**  to turn on your phone.



2 Press **Start** (the left soft key) to open the main menu.

## Menu Screen



3 Press the Navigation Key **up, down, left, or right** () to highlight a menu feature.

4 Press the **Center Key**  to select the highlighted feature.

**Tip:** Press the **Back Key**  to go back one menu. Press the **Power Key**  to exit any menu or view without saving any changes.

If you need help while using your phone, see the Motorola Support Web site at [www.hellomoto.com](http://www.hellomoto.com).

Motorola, Inc.  
Consumer Advocacy Office  
1307 East Algonquin Road  
Schaumburg, IL 60196

[www.hellomoto.com](http://www.hellomoto.com)

Certain mobile phone features are dependent on the capabilities and settings of your service provider's network. Additionally, certain features may not be activated by your service provider, and/or the provider's network settings may limit the feature's functionality. Always contact your service provider about feature availability and functionality. All features, functionality, and other product specifications, as well as the information contained in this user's guide are based upon the latest available information and are believed to be accurate at the time of printing. Motorola reserves the right to change or modify any information or specifications without notice or obligation.

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**Caution:** Changes or modifications made in the radio phone, not expressly approved by Motorola, will void the user's authority to operate the equipment.

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# start menu

## main menu

To open the menu from the home screen, press **Start** (the left soft key).

-  **Tasks**
-  **Windows Media**
-  **Calendar**
-  **Call History**
-  **Messaging**
  - Text Messages
  - E-mail
  - MMS
-  **Contacts**
-  **ActiveSync**

This is the standard menu layout. **Your phone's menu may be different.**

To select menu items, press your navigation key up, down, left, or right.



## Settings

- Phone
- Sounds
- Profiles
- Text Input Settings
- Home Screen
- Clock & Alarm
- Connections
- Security
- Remove Programs
- Power Management
- Audio Enhancement
- Accessibility
- Regional Settings
- Owner Information
- About
- Phone Information
- Packet Data
- Windows Update



## Games



## Voice Notes



## Pictures & Videos



## Accessories



## File Manager



## Java Apps



## McAfee VirusScan



## Media Center



## Speed Dial



## Voice Recognition



## Windows Live



## Messenger



## Bluetooth™



## System Tools



## Documents To Go



## Help and QuickStart

# Safety and General Information

---

**This section contains important information on the safe and efficient operation of your mobile device. Read this information before using your mobile device.\***

## Exposure to Radio Frequency (RF) Energy

Your mobile device contains a transmitter and receiver. When it is ON, it receives and transmits RF energy. When you communicate with your mobile device, the system handling your call controls the power level at which your mobile device transmits.

Your Motorola mobile device is designed to comply with local regulatory requirements in your country concerning exposure of human beings to RF energy.

## Operational Precautions

For optimal mobile device performance and to be sure that human exposure to RF energy does not exceed the guidelines set forth in the relevant standards, always follow these instructions and precautions.

### External Antenna Care

If your mobile device has an external antenna, use only a Motorola-supplied or approved replacement antenna. Use of unauthorized antennas, modifications, or attachments could damage the mobile device and/or may result in your device not complying with local regulatory requirements in your country.

DO NOT hold the external antenna when the mobile device is IN USE. Holding the external antenna affects call quality and may cause the mobile device to operate at a higher power level than needed.

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\* The information provided in this document supersedes the general safety information in user's guides published prior to May 1, 2007.

## Product Operation

When placing or receiving a phone call, hold your mobile device just like you would a landline phone.

If you wear the mobile device on your body, always place the mobile device in a Motorola-supplied or approved clip, holder, holster, case, or body harness. If you do not use a body-worn accessory supplied or approved by Motorola, keep the mobile device and its antenna at least 2.5 centimeters (1 inch) from your body when transmitting.

When using any data feature of the mobile device, with or without an accessory cable, position the mobile device and its antenna at least 2.5 centimeters (1 inch) from your body.

Using accessories not supplied or approved by Motorola may cause your mobile device to exceed RF energy exposure guidelines. For a list of Motorola-supplied or approved accessories, visit our Web site at: [www.motorola.com](http://www.motorola.com).

## RF Energy Interference/Compatibility

Nearly every electronic device is subject to RF energy interference from external sources if inadequately shielded, designed, or otherwise configured for RF energy compatibility. In some circumstances your mobile device may cause interference with other devices.

## Follow Instructions to Avoid Interference Problems

Turn off your mobile device in any location where posted notices instruct you to do so. These locations include hospitals or health care facilities that may be using equipment that is sensitive to external RF energy.

In an aircraft, turn off your mobile device whenever instructed to do so by airline staff. If your mobile device offers an airplane mode or similar feature, consult airline staff about using it in flight.

## Pacemakers

If you have a pacemaker, consult your physician before using this device.

Persons with pacemakers should observe the following precautions:

- ALWAYS keep the mobile device more than 20 centimeters (8 inches) from your pacemaker when the mobile device is turned ON.
- DO NOT carry the mobile device in the breast pocket.
- Use the ear opposite the pacemaker to minimize the potential for interference.
- Turn OFF the mobile device immediately if you have any reason to suspect that interference is taking place.

## Hearing Aids

Some mobile devices may interfere with some hearing aids. In the event of such interference, you may want to consult your hearing aid manufacturer or physician to discuss alternatives.

## Other Medical Devices

If you use any other personal medical device, consult your physician or the manufacturer of your device to determine if it is adequately shielded from RF energy.

## Driving Precautions

Check the laws and regulations on the use of mobile devices in the area where you drive. Always obey them.

When using your mobile device while driving, please:

- Give full attention to driving and to the road. Using a mobile device may be distracting. Discontinue a call if you can't concentrate on driving.
- Use handsfree operation, if available.
- Pull off the road and park before making or answering a call if driving conditions so require.

Responsible driving practices can be found in the "Smart Practices While Driving" section at the end of this guide and/or at the Motorola Web site: [www.motorola.com/callsmart](http://www.motorola.com/callsmart).

## Operational Warnings

Obey all posted signs when using mobile devices in public areas, such as health care facilities or blasting areas.

## Automobile Air Bags

Do not place a mobile device in the air bag deployment area.

## Potentially Explosive Atmospheres

Areas with potentially explosive atmospheres are often but not always posted, and can include fueling areas such as below decks on boats, fuel or chemical transfer or storage facilities, or areas where the air contains chemicals or particles, such as grain, dust, or metal powders.

When you are in such an area, turn off your mobile device, and do not remove, install, or charge batteries. In such areas, sparks can occur and cause an explosion or fire.

## Damaged Products

If your mobile device or battery has been submerged in water, punctured, or subjected to a severe fall, do not use it until you take it to a Motorola Authorized Service Center. Do not attempt to dry it with an external heat source, such as a microwave oven.

## Batteries and Chargers

If jewelry, keys, beaded chains, or other conductive materials touch exposed battery terminals, this could complete an electrical circuit (short circuit), become very hot, and could cause damage or injury. Be careful when handling a charged battery, particularly when placing it inside a pocket, purse, or other container with metal objects. **Use only Motorola Original batteries and chargers.**



**Caution:** To avoid risk of personal injury, do not dispose of your battery in a fire.

Your battery, charger, or mobile device may contain symbols, defined as follows:

Symbol	Definition
	Important safety information follows.
	Do not dispose of your battery or mobile device in a fire.
	Your battery or mobile device may require recycling in accordance with local laws. Contact your local regulatory authorities for more information.

Symbol	Definition
	Do not throw your battery or mobile device in the trash.
	Your mobile device contains an internal lithium ion battery.
	Do not let your battery, charger, or mobile device get wet.
	Listening at full volume to music or voice through a headset may damage your hearing.

## Choking Hazards

Your mobile device or its accessories may include detachable parts, which may present a choking hazard to small children. Keep your mobile device and its accessories away from small children.

## Glass Parts

Some parts of your mobile device may be made of glass. This glass could break if the product is dropped on a hard surface or receives a substantial impact. If glass breaks, do not touch or attempt to remove. Stop using your mobile device until the glass is replaced by a qualified service center.

## Seizures/Blackouts

Some people may be susceptible to epileptic seizures or blackouts when exposed to flashing lights, such as when playing video games. These may occur even if a person has never had a previous seizure or blackout.

If you have experienced seizures or blackouts, or if you have a family history of such occurrences, please consult with your physician before playing video games or enabling a flashing-lights feature (if available) on your mobile device.

Discontinue use and consult a physician if any of the following symptoms occur: convulsion, eye or muscle twitching, loss of awareness, involuntary movements, or disorientation. It is always a good idea to hold the screen away from your eyes, leave the lights on in the room, take a 15-minute break every hour, and stop use if you are very tired.

## Caution About High Volume Usage



Listening at full volume to music or voice through a headset may damage your hearing.

## Repetitive Motion

When you repetitively perform actions such as pressing keys or entering finger-written characters, you may experience occasional discomfort in your hands, arms, shoulders, neck, or other parts of your body. If you continue to have discomfort during or after such use, stop use and see a physician.

# FCC Notice to Users

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**The following statement applies to all products that have received FCC approval. Applicable products bear the FCC logo, and/or an FCC ID in the format FCC-ID:xxxxxx on the product label.**

Motorola has not approved any changes or modifications to this device by the user. Any changes or modifications could void the user's authority to operate the equipment. See 47 CFR Sec. 15.21.

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation. See 47 CFR Sec. 15.19(3).

If your mobile device or accessory has a USB connector, or is otherwise considered a computer peripheral device whereby it can be connected to a computer for purposes of transferring data, then it is considered a Class B device and the following statement applies:

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions,

may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and the receiver.
- Connect the equipment to an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

# Use and Care

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To care for your Motorola phone, please keep it away from:



## liquids of any kind

Don't expose your phone to water, rain, extreme humidity, sweat, or other moisture.



## dust and dirt

Don't expose your phone to dust, dirt, sand, food, or other inappropriate materials.



## extreme heat or cold

Avoid temperatures below -10°C/14°F or above 45°C/113°F.



## cleaning solutions

To clean your phone, use only a dry soft cloth. Don't use alcohol or other cleaning solutions.



## microwaves

Don't try to dry your phone in a microwave oven.



## the ground

Don't drop your phone.

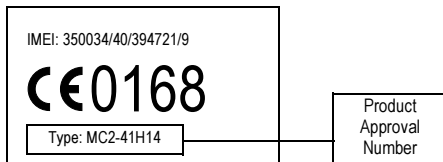
# European Union Directives Conformance Statement

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Hereby, Motorola declares that this product is in compliance with

- The essential requirements and other relevant provisions of Directive 1999/5/EC
- All other relevant EU Directives



The above gives an example of a typical Product Approval Number.

You can view your product's Declaration of Conformity (DoC) to Directive 1999/5/EC (to R&TTE Directive) at [www.motorola.com/rtte](http://www.motorola.com/rtte). To find your DoC, enter the product Approval Number from your product's label in the "Search" bar on the web site.

# Caring for the Environment by Recycling

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This symbol on a Motorola product means the product should not be disposed of with household waste.

## Disposal of your Mobile Telephone and Accessories



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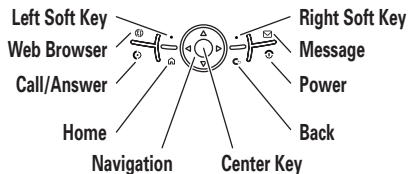
Please do not dispose of mobile telephones or electrical accessories, such as chargers or headsets, with your household waste. In some countries or regions, collection systems have been set up to handle waste electrical and electronic items. Please contact your regional authorities for more details. If no suitable scheme exists, you may return unwanted mobile telephones and electrical accessories to any Motorola Approved Service Centre in your region.

# essentials

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## about this guide




Press the left and right *soft keys* to open menus and select options. Use the *navigation key*  to scroll to items, and press the *center key*  to select them.





This guide shows how to locate a menu feature as follows:

**Find it:** Press **Start** > **Call History** > *(received call)*

This means that, from the home screen:

- 1 Press the **left soft key** to open the **Start** menu.
- 2 Press the *navigation key*  to scroll to  **Call History**. Press the *center key*  to select **Call History**.
- 3 Press the *navigation key* to scroll to a received call. Press the *center key* to select the call.

**Tip:** You can press the *side scroll keys* to scroll up and down, and press the *side select key* to select items (see page 3 for side key locations).

symbols	
	This means a feature is network/subscription dependent and may not be available in all areas. Contact your service provider for more information.
	This means a feature requires an optional accessory.

## SIM card

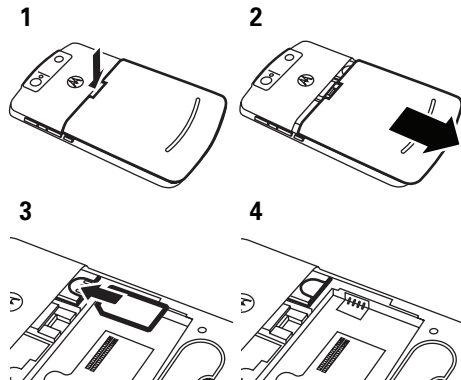
**Caution:** Don't bend or scratch your SIM card. Keep it away from static electricity, water, and dirt.

Your *Subscriber Identity Module* (SIM) card contains personal information like your phone number and contacts entries. It can also contain your voicemail, text message, and Internet access settings. If you put your SIM

card in another phone, that phone uses your phone number.

To insert and use a **storage card**, see your *MOTOSTART Guide*.

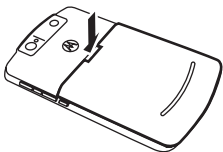
**Turn off your phone and remove your battery before you install or remove a SIM card.**



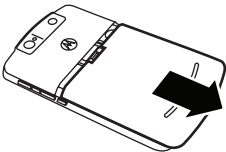
# battery

## battery installation

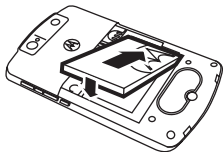
1



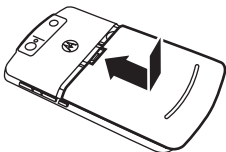
2



3




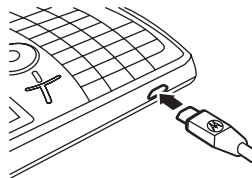
4



## battery charging

New batteries are not fully charged. Plug the battery charger into your phone and an electrical outlet.

Your phone might take several seconds to start charging the battery. When finished, your display shows a full battery icon .



**Tip:** Relax, you can't overcharge your battery. It will perform best after you fully charge and discharge it a few times.

You can also charge your battery with a **USB cable** plugged into a computer, unless your battery is completely drained. Use a wall charger or car charger for completely drained batteries. Install the software from your

*Getting Started* disc onto your PC before you try to charge your phone through USB port. Plug the cable into a powered USB hub or port, since some USB devices (such as keyboards) might not supply enough power for charging.

## conserve battery life

To set how long your phone waits before the **backlight** turns off, press **Start > Settings > Power Management > Backlight time out on battery** or **Backlight time out on AC**. When the backlight is off, the display is visible but dim.

To close unused programs, from the home screen, press **Start > System Tools > Task Manager**. Select the program and press **Menu > Kill**.

## battery tips

Battery life depends on the network, signal strength, temperature, features, and accessories you use.

- Always use Motorola Original batteries and chargers. The warranty does not cover damage caused by non-Motorola batteries and/or chargers.
- New batteries or batteries stored for a long time may take more time to charge.
- When charging your battery, keep it near room temperature.

When storing your battery, keep it uncharged in a cool, dark, dry place.



- Never expose batteries to temperatures below -10°C (14°F) or above 45°C (113°F). Always take your phone with you when you leave your vehicle.
- It is normal for batteries to gradually wear down and require longer charging times. If you notice a change in your battery life, it is probably time to purchase a new battery.




Contact your local recycling center for proper battery disposal.

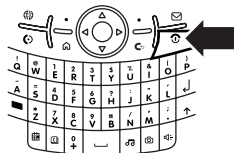
**Warning:** Never dispose of batteries in a fire because they may explode.

Before using your phone, read the battery safety information in the “Safety and General Information” section included in this guide.


## turn it on & off

**To turn on your phone**, press and release .


If prompted, enter your four-digit unlock code.



**Tip:** If your phone does not turn on, take your battery out, put it back in, and try again.



**To turn off your phone**, press and hold  for a few seconds, then **release** it.





## make a call

From the home screen, enter a phone number and press  to make a call.

To voice dial, see page 75.

## answer a call

When your phone rings and/or vibrates, press  to answer. To “hang up,” press .

- If you are busy when a call comes in, press **Ignore** to send the call directly to voicemail.
- To put a call on hold, press . To return to the call, press  again.
- If you are on a call and another call comes in, you can press **Ignore** to send the new call directly to voicemail or press  to answer it and put the current call on hold (press  to switch between the two calls).

## store a phone number

**Find it:** Press **Start > Contacts** and press **New**


- 1 Choose whether the contact will be stored on your phone (Outlook contact) or your SIM card. Contacts on the SIM card can only include a name and number.
- 2 Enter information for the contact.

**Note:** While you are entering the number, you can tell your phone to pause and then dial more digits (such as a voicemail password or PIN). Press **Menu > Insert Pause** to insert a 2-second pause (shows as a **p**) or press **Menu > Insert Wait** to tell your phone to prompt you before dialing the remaining digits (shows as a **w**). **Insert Wait** does not work for contacts stored on your SIM card.


**Tip:** If you get a call or message from someone who isn't in your list of contacts, you can create a contact from **Call History**, or from the message by pressing **Menu > Save to Contacts**.

## call a stored number

**Find it:** Press **Start > Contacts**

- 1 Scroll to the number.
- 2 Press .

Your phone calls the contact's default number.

**Tip:** If you stored more than one number for a contact, select the contact to see the other numbers. To dial a number, scroll to it and press .








## your phone number



To view your phone number, press **Start > Settings > Phone > Call Options**.

# tips & tricks

---

**From the home screen** (shown on page 35), you can use the following shortcuts:


To...	Do this...
<b>lock phone</b>	Press and hold  to open the quick options menu, then select <b>Lock</b> .
<b>open recently used features</b>	Icons for your most recently used features appear across the top of the home screen. Use the <i>navigation key</i> to select one.
<b>open your music, messages, and more</b>	Use shortcut keys to access your music  , camera  , phonebook  , calendar  , messages  , and Web browser  .

To...	Do this...
<b>open quick options</b>	Press and hold  .
<b>play music or games on an airplane</b>	To keep using your games and music on a flight, turn off your network and Bluetooth™ services. Press and hold  until the quick list appears, then select <b>Wireless Manager &gt; All</b> .

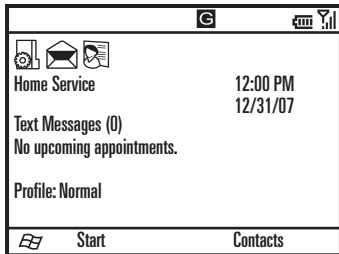
# basics

See page 2 for a basic phone diagram.



## display

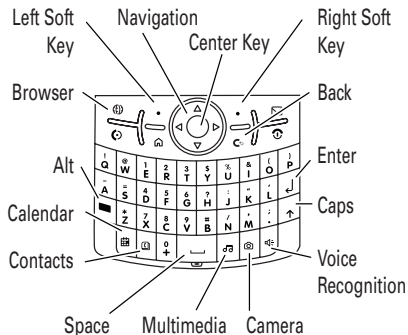
The *home screen* appears when you turn on the phone. To dial a number from the home screen, press number keys and .

**Note:** Your home screen may look different than this one.



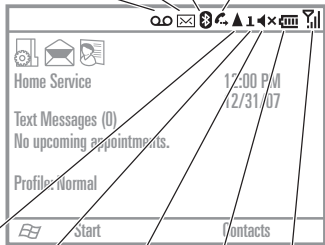
*Soft key* labels show the current soft key functions. For soft key locations, see page 2.

Press the *navigation key*  up, down, left, or right to scroll to basic menu items or text in the home screen. Press  to return to the home screen.



Status indicators can appear at the top of the home screen:

1. Voicemail 2. Message 3. Bluetooth 4. Call Forward



5. Roam 6. Active Line 7. Profile 8. Battery Level 9. Signal Strength

**1 Voicemail Indicator** – Shows when you have new voicemail.



**2 Message Indicator** – Shows when you receive a new e-mail or text message.



**3 Bluetooth™ Indicator** – Shows when Bluetooth power is on.

**4 Call Forward Indicator** – Shows when call forwarding is on.

**5 Roam Indicator** – Shows when your phone is seeking or using a network outside your home network. Other indicators can include:



**G** home GPRS

**G**▲ roaming GPRS

**E** EDGE

**H** HSDPA

**3G** 3G

**6 Active Line Indicator** – For multi-line SIM cards, this indicates whether line 1 or 2 is active.



- 7 Profile Indicator** – Shows when your ring style is set to **Silent** (🔕) or **Vibrate** (🔔). No indicator appears when the ring style profile is **Normal**, **Outdoor**, or **Automatic**.

**Note:** A 🗣️ appears when the speakerphone is on (see page 31).


- 8 Battery Level Indicator** – Vertical bars show the battery charge level. Recharge the battery when your phone shows one or two bars.

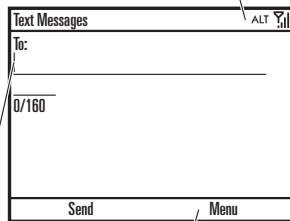
- 9 Signal Strength Indicator** – Vertical bars show the strength of the network connection. You can't make or receive calls when no vertical bars appear. Arrow indicators above the signal strength indicator signify data transfer to the phone.



## text entry


You can enter text and numbers using the keypad. When you select a field that requires text or numbers, the phone automatically selects the appropriate entry mode. An indicator at the top right of the display shows the entry mode you are currently using.

Press  to switch entry modes. For indicator descriptions, see the following section.






Flashing cursor indicates insertion point.

Press **Menu** to open the sub-menu.


Press  in a text entry view to select an entry mode:

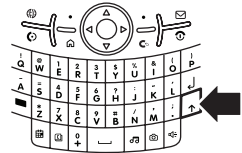






entry modes	
<b>abc</b>	Enters the large character on each key (such as <b>Q</b> ).
<b>Alt</b>	Enters the small symbol or number on the next key pressed (such as <b>!</b> ), then returns to the previous text entry mode.
<b>ALT</b>	Enters the small symbols and numbers on the keys until you press  again.  Your phone automatically chooses <b>ALT</b> for entries that only allow numbers, like phone numbers.

- To **delete** one character, press . Hold  to keep deleting.

- To start a new line, press .


- To enter capital letters, press  to switch to all capital letters (**ABC**), no capitals (**abc**), or next letter capital (**Abc**).




- To enter the number or character above the letter on each key, press the Alt key . Press  twice to lock it. To enter other special characters and foreign alphabet characters, press  followed by the Shift key .



## text prediction

As you enter letters, your phone might try to **predict** the word. For instance, it might predict “program” when you enter “prog”.

To accept the prediction, press  right.

To see alternate predictions, hold  down.

To enter a space after your characters (such as “prog”), press . To turn off text prediction, press **Start > Settings > Text Input Settings** and uncheck **Text Prediction**.

From the home screen, press   > **Setup** to turn off **text prediction**, change its language, or clear its memory of the words you’ve used.

## volume

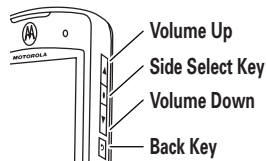
When you are not on a call, hold the side select key to show **master volume**,

then press

the volume keys to adjust it. Master volume controls all sound except the other caller’s voice on phone calls.

When you are in a phone call, press volume up/down keys to adjust the **other caller’s voice volume**.

- Need to change profiles on the fly? On the home screen, scroll to and select **Profile**. Choose from **Normal**, **Silent**, **Vibrate** and others.






- Want to turn off a sound? Press **Start** > **Settings** > **Sounds**. Highlight the desired item and select the sound you want to associate with that item.

**Tip:** You can eliminate the ringer volume instantly when an incoming call comes in—just use the *side scroll keys* to turn the ringer off.

## handsfree speaker

**Note:** The use of wireless phones while driving may cause distraction. Discontinue a call if you can't concentrate on driving. Additionally, the use of wireless devices and their accessories may be prohibited or restricted in certain areas. Always obey the laws and regulations on the use of these products.


You can use your phone's handsfree speaker on calls without holding the phone to your ear.

During a call, press  to turn on the handsfree speaker. A  at the top of your display indicates the speaker is on. To turn it off, press  again or end the call.

**Note:** The handsfree speaker won't work when your phone is connected to a car kit or headset.

## lock & unlock phone

You can manually lock your phone to prevent accidental keypresses.

To **lock your phone**, press and hold  until the **Quick List** opens. Then, select **Lock**. Your left soft key becomes **Unlock**.

To **unlock your phone**, press **Unlock** and enter your password. Your phone uses \* if you have not set a password.

To **keep others from using your phone**, change your password:


**Find it:** From the home screen, press **Start** > **Settings** > **Security** > **Device Lock**

- 1 Check the **Prompt if device unused for** checkbox, and select the amount of time for the phone to be inactive before automatically locking.
- 2 Choose a password type that is either simple (4-digit number) or strong alphanumeric (a hard-to-guess password with at least 7 characters, including uppercase and lowercase letters, numerals, and punctuation).

3 Enter and confirm your password.

4 Press **Done**.

To unlock the phone, press **Unlock**. When you see the unlock prompt, enter your password and press **Done**.

**Tip: Choose a password you will remember.** Without your password, you can reset your phone, but it will result in the loss of your personalized settings and all content stored in phone memory. To perform a hard reset, hold down the *center key*  for 5 seconds while turning the phone on.

**Note:** You can make emergency calls on a locked phone (see page 40). A locked phone still rings or vibrates for incoming calls or messages, **but you do not need to unlock it to answer.**

# customize

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## profiles

Each profile uses a different set of sounds, ring styles, earpiece volume settings, or vibrations for incoming calls and other events. For example, the **Outdoor** profile volume is much louder than the **Normal** profile.

Here are the profiles you can choose:

<b>Normal</b>	<b>Vibrate</b>	<b>Automatic</b>
<b>Silent</b>	<b>Outdoor</b>	

Indicators can appear at the top of your home screen for the **Silent** (🔕) and **Vibrate** (🔔) profiles. A 🗣️ means the speakerphone is on (see page 31).

**Note:** The **Automatic** profile is the same as **Normal**, except that it automatically switches to **Vibrate** during any event stored in your Calendar.

To choose your profile:


**Find it:** On the home screen, scroll and select **Profile:** > *profile style name*

## change ring tones

You can change the ring tones for incoming calls and other events.

**Find it:** Press **Start** > **Settings** > **Sounds**

**Note:** Changes made to the alert settings will have no effect when using the **Silent** profile.


- 1 Scroll and highlight the sound you want to change, then press the *navigation key*  right or left to change it.
- 2 Press the **Done** key to save the sound setting.

**Note:** If you download a sound file for a ring tone, it does not automatically save in the Sounds location. To move your sound file, press **Start > File Manager > My Documents**. Highlight the sound file you want to copy to the Sound location, press **Menu > File > Copy to** and select **Application Data > Sounds**. If the sound file is not located in the My Documents folder, go to the folder where the sound file is stored and copy it to the Sounds folder.

## time & date

Your service provider usually sets the time and date on your phone. To change it manually:

**Find it:** Press **Start > Settings > Clock & Alarm > Date and Time**

- 1 In **Time Zone**, use the *navigation key*  to select your time zone.  
**Note:** Update your time zone when you travel, to make sure your phone's calendar events appear at the right time.
- 2 In **Date**, edit the month, day, or year.
- 3 In **Time**, edit the hour, minute, and second.
- 4 Press **Done** to save the clock and date settings.

You can specify the date and time style by changing the regional settings. Press **Start > Settings > Regional Settings**.

## home screen

Set a photo or picture as a wallpaper (background) image or change your layout and color scheme on your home screen.

**Find it:** Press **Start > Settings > Home Screen**

options	
<b>Home Screen Layout</b>	Select a layout for the home screen.
<b>Color Scheme</b>	Select a color scheme for the display.
<b>Background Image</b>	Select a picture for your wallpaper image, or <b>Default</b> for default wallpaper.
<b>Time out</b>	Select the time interval before the display returns to the home screen, or <b>Never</b> .

## change background image

Want to copy an image from your PC to your phone to use as a background image?

**Note:** Your PC must have Microsoft® Windows® Mobile Device Center (on a PC running Windows Vista) or you must install Microsoft® ActiveSync on your PC as described on page 60.

- 1 Connect the phone to your PC.
- 2 On your PC, copy the image file you want. The file format must be .gif, .jpg, or .bmp.
- 3 In ActiveSync on your PC, select Explore and double-click My Windows® Mobile device.

- 4 Double click My Documents, then double click My Pictures and paste the image into that folder.

**Note:** If you download a picture file for a wallpaper, it might not automatically save in the **My Pictures** folder. To move your picture file, press **Start > File Manager > My Documents**. Highlight the picture file you want to copy to the My Pictures location, press **Menu > File > Copy to** and select **My Documents > My Pictures**. If the picture file is not located in the **My Documents** folder, go to the folder where the picture file is stored and copy it to the **My Pictures** folder.

## backlight

Your phone automatically adjusts the display brightness when you move between bright and dark environments. To save battery life, your display backlight turns off when you're not using your phone. The backlight turns back on when you press a key. To set how long your phone waits before the backlight turns off:

**Find it:** Press **Start > Settings > Power Management > Backlight time out on battery** or **Backlight time out on AC**

## answer options

To use **any key** to answer an incoming call, press **Start > Settings > Phone > Call Options > Any key answer**.

## third-party applications

Third-party applications, or add-on programs, can include e-mail, security, mobile office, and productivity software. These products can typically be downloaded and installed immediately. Compatible commercial and free applications are available on the Internet. For more information, see the downloads catalog on the Motorola Support Web site at: [www.hellomoto.com](http://www.hellomoto.com), or see your service provider's Web site.

**Note:** Applications written for previously released devices or older versions of Windows Mobile may not function reliably on this phone. Contact the application provider to check compatibility before installing the application on this phone.

## task manager

Want to see what programs are running (active) on your phone? Use the Task Manager to see the programs, or stop a specific program from running.

**Find it:** On the home screen, press **Start > System Tools > Task Manager**

**Tip:** Need to stop running program? In **Task Manager**, select the program and press **Menu > Kill**.

**Note:** If you want to completely remove a program from your phone, from the home screen, press **Start > Settings > Remove Programs**.

# calls

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To make and answer calls, see page 22.

## turn off a call alert



You can use the *side scroll* keys to turn off the ringer before answering the call.

## recent calls

Your phone keeps a list of incoming and outgoing calls, even for calls that didn't connect. The most recent calls are listed first. The oldest calls are deleted as new calls are added.

**Find it:** Press **Start** > **Call History**



Highlight a call, then:


- To call the number, press .
- To see call details (like time and date), press the *center key* .
- To see **Menu Options**, press **Menu** from the **Call History** view. This menu includes:

options	
<b>Find Contact</b>	Find this phone number in your <b>Contacts</b> .
<b>Send Text Message</b>	Send a text message to this phone number.
<b>E-mail</b>	Send an e-mail message to this contact.

options	
<b>View Timers</b>	View the call times for all calls.
<b>Delete/ Delete List</b>	Delete this call from the Call History.
<b>Save to Contacts</b>	Save this number to a contact.
<b>Send MMS</b>	Send a message to this number.
<b>Filter</b>	Filter all calls in the Call History list. For example, if you filter the list for all Missed Calls, it will only show the incoming phone calls that you did not answer.

## redial

- 1 Press  from the home screen to see the calls list.
- 2 Highlight the entry you want to call, then press .

If you hear a **busy signal** and you see **Call Failed, Number Busy**, press  to redial the number. When the call goes through, your phone rings or vibrates one time, shows **Redial Successful**, and connects the call.



## view missed calls

Your phone keeps a record of your unanswered calls.

- 1 Press **Start > Call History**.
- 2 Press **Menu > Filter > Missed Calls**.

## caller ID

*Calling line identification* (caller ID) shows the phone number for an incoming call on your home screen.




Your phone shows the caller's name and picture when they're stored in your contacts, or **Incoming Call** when caller ID information isn't available.

You can set your phone to play a distinctive ringer ID for specific entries stored in your contacts (see page 76).


## emergency calls

Your service provider programs one or more emergency phone numbers, such as 911 or 112, that you can call under any circumstances, even when your phone and keypad are locked.

**Note:** Emergency numbers vary by country. Your phone's preprogrammed emergency number(s) may not work in all locations, and sometimes an emergency call cannot be placed due to network, environmental, or interference issues.

- 1 Press the keypad keys to dial the emergency number.
- 2 Press  to call the emergency number.

## international calls

If your phone service includes international dialing, press and hold  to insert your local international access code (indicated by +). Then, press the keypad keys to dial the country code and phone number.




## speed dial

You can use speed dialing in two ways: quick access for up to 98 phone numbers and shortcuts to features found in the Start menu including e-mail, calendar, and Bluetooth™ Manager.

To access speed dial entries, press and hold the single-digit speed dial number for one second. If the speed dial is two digits, press the first digit, then press and hold the second digit. The phone dials the phone number, opens a new e-mail message, or goes to the Web page.

## phone numbers

You can set the speed dial to call the entries in your phone's contact list:

- 1 Press **Start** > **Contacts**.
- 2 Scroll to the desired contact and press the *center key* .
- 3 Select the phone number or e-mail address for which to create the speed dial.
- 4 Press **Menu** > **Add to Speed Dial**.
- 5 In the **Keypad Assignment**, select the speed dial number to use.

**Note:** Speed dial 1 is reserved for calling your voicemail.

- 6 Press **Done**.

To **delete** a speed dial entry, press **Start** > **Speed dial**, scroll to the entry, then press **Menu** > **Delete**.

## menu shortcuts

You can set a shortcut to open an application on your phone:

- 1 Press **Start**.
- 2 Scroll to the icon of the application you want a shortcut for and press **Menu > Add Speed Dial**.
- 3 In the **Keypad Assignment**, select the shortcut number to use.
- 4 Press **Done**.

**Note:** To delete a shortcut, press **Start > Speed Dial**, scroll to the shortcut, then press **Menu > Delete**. Your service provider might add a **Voicemail** shortcut you cannot delete.

## voicemail

**Note:** Your service provider may include additional information about using this feature.

Your network stores the voicemail messages you receive.



When you **receive** a voicemail message, your phone shows the voicemail message indicator **∞**.




To **check** voicemail messages:

Press and hold **[1]**.

**Note:** You can't store a pause (**p**) or wait (**w**) character in your voicemail number. If you want to store a voicemail number with these characters, create a contact for your voicemail number (see page 23) and use the contact to call your voicemail.

# three-way calling

While connected to a call:

- 1 Place your current call on hold by pressing . 
- 2 Enter the number of the other person you wish to connect to a three-way call and press .
- 3 Once you are connected to the other phone, you can press **Swap** to switch between the calls, or press **Menu > Conference** to combine them.
- 4 If you **receive a second call** while you are already on a call:
- 5 To answer the second call and put the first call on hold, press **Answer**. Then, you can press **Swap** to switch between the calls, or press **Menu > Conference** to combine them.
- 6 To send the second call to your voicemail, press **Ignore**.


# e-mail & messages

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To set up e-mail on your MOTO Q™ 9h, refer to your *MOTOSTART Guide*.

If you have problems setting up email or synchronizing, please visit [www.hellomoto.com](http://www.hellomoto.com).



## receive & read messages


When you receive a message your phone plays an alert and shows **New Message** with a message indicator such as .



**Find it:** On the home screen, press **Start** > **Messaging** > (*e-mail account*).


**If you do not see a list of messages,** press **Menu** > **Folders** > **Inbox**. To return to the folder list, press **Menu** > **Folders**.

**To read a message:** Press the *navigation key*  to scroll to the message and press the *center key*  to open it.

**When you have a message open,** you can press the *navigation key*  right to open the next message, or left to open the previous message.

## message attachments

If an e-mail has Microsoft® Word, Excel, or PowerPoint files attached, you can open and edit them using **Documents To Go**. You can also view .pdf file attachments, or extract .zip file attachments.

Download the attachment, then select the file and follow the prompts to open it. When the document opens, you can move around the page using the *navigation key* .

- Excel spreadsheets: Select cells and enter numbers or text. Press Menu for options like save, cut, copy, paste, find, delete, and more.
- PowerPoint slide shows: Press the left softkey to switch between notes, outline and slide views. Press Menu for options like save, cut, copy, paste, find, delete, and more.


- Word documents: Type numbers or text into the document. Press Menu for options like save, cut, copy, paste, find, delete, and more.
- PDF documents: Press the Zoom key to change the zoom level. Press the Menu key to save a copy of the file, switch pages or other functions.

To **transfer** attachments to your computer for editing, use Microsoft® ActiveSync or Windows® Mobile Device Center.

## message options

To delete, save, reply, or forward the messages, use these quick steps from the Inbox with a message selected or when viewing a message:

- To delete, press **Delete**.

- To reply, press **Menu > Reply** or **Reply All**. Enter the message and press **Send**.
- To forward, press **Menu > Reply > Forward**. Enter the message and press **Send**.
- To create a contact card for the sender, highlight the sender and press the *center key*  > **Save**.

**Tip:** Need to check your e-mail right now? Press **Start > Messaging**. Select the account to send and receive messages and press **Menu > Send/Receive**. The phone connects to your Internet e-mail server and sends and receives your messages. To stop this process, press **Menu > Stop Send/Receive**.

## send a message

You can send three types of messages: SMS (text messages), MMS (multimedia messages), and email messages.




**Find it:** Press **Start > Messaging > Text Messages, MMS**, or *(e-mail account)*

To send a message:

- 1 Press **Menu > New**.
- 2 For e-mail, in **To**, **Cc**, and/or **Bcc**, enter e-mail addresses. Insert a semicolon (;) between multiple numbers or addresses.

For text messages, enter the contact telephone number or e-mail address.

**Tip:** You can quickly enter phone numbers or e-mail addresses from your contact cards. In **To**, press  and select a recipient from the list. Then select the recipient's phone number or e-mail address.

- 3 Use the keypad to compose a message.
- 4 Press **Send**.

**Tip:** In an e-mail or MMS message, you can insert a **picture, voice note or file** in the message, on the message area press **Menu > Insert > Picture** or **Voice Note** or **File**.

**Note:** If you select to insert a voice note into the message, you will also need to record it. Press **Record** and start speaking into the phone's microphone. When finished speaking, press **Stop** and then **Done**.

To set the priority for an e-mail message, press **Menu > Message Options**.

To cancel a message, press **Menu > Cancel Message**.


## global address look up



From your phone, you can search the global address list (GAL) stored on your company's Exchange Server. This means that you can find a contact's phone number or e-mail without having to store the information directly to your phone.

**Note:** GAL information can only be viewed during a data transfer session; the entire GAL cannot be stored for viewing offline.

GAL Lookup can be found from **Contacts** and **Company Directory**. **Company Directory** is found in **Messaging, Phone, Calendar** and **Speed Dial**. Here's how to use GAL to search for a contact:

- 1 Press **Start > Contacts**.
- 2 In the contact list, press **Menu > Company Directory**.
- 3 Enter search criteria and press **Search**.
- 4 Scroll through the list of entries that appears. When you locate your contact, press  to make a call.

**Note:** Although the entire GAL cannot be stored on your phone, once the contact is found, you can add the single contact to your contact list.

**Tip:** You can also choose to send a message, SMS or e-mail to a contact found using GAL. In a new message or e-mail, press **Menu > Company Directory**. When you locate the contact to send a message, highlight and select it. The e-mail information is populated into the **To:** field.

## messaging quick reference

**Note:** Some features might not work if you set up your e-mail account manually (without the e-mail setup wizard).



### features

#### send text message

Press **Start > Messaging > Text Messages**, then press **New**



## features

### create and send e-mail

Press **Start** > **Messaging** > *(e-mail account)*, then press **New**



**Note:** You must have your e-mail set up to send an e-mail (see page 44).

To add a picture, voice note, or file to an e-mail message, open the message area and press **Menu** > **Insert** > **Picture, Voice Note, or File**.

**Tip:** You can save a draft of a message that you are composing to finish and send later. Press **Menu** > **Save to Drafts**. A draft of the message is stored in the Drafts folder of the account you are in.

## features

### create and add an e-mail signature

Press **Start** > **Messaging** > *(e-mail account)*, then press **Menu** > **Tools** > **Options** > **Signatures**

Scroll to the account for which you are creating the signature. Select **Use signature with this account**. Select the **Signature** box, enter your signature, and press **Done**.

**Tip:** To insert a signature in every message you send, select **Include when replying and forwarding**. Otherwise, a signature is inserted only in new messages.

### read new messages




To quickly view new messages, select the message notification area on the home screen.

## features

### view attachment







While viewing the message, use the *center key*  to select the attachment.

**Note:** You can view attachments only for file types that are supported by the phone.

### read old messages

Press **Start** > **Messaging** > (*e-mail account*)



Icons next to each message show if it is **unread** , **read** , **urgent** , or has an **attachment** .

## features

### reply, reply all or forward messages

From your Inbox or an open message, press **Menu** > **Reply**, **Reply All**, or **Forward**



**Tip:** If you are replying to an e-mail in the e-mail account, you will send less data if you do not edit the original message. This may reduce data transfer costs based on your rate plan.

## features

### download message objects

If an e-mail message includes an attachment, when you open the message, the name of the attachment will appear highlighted.



To download the attachment, select the highlighted attachment name. The attachment is downloaded the next time you synchronize or connect to your e-mail server.

**Note:** If there are multiple attachments in the message, only the selected attachments are downloaded.

## features

### insert a media object in an e-mail

To add a picture, voice note, or file in an e-mail message, in the composing message area press **Menu > Insert > Picture, Voice Note** or **File**.

### download complete e-mail messages

Press **Start > Messaging > (e-mail account)**. Scroll to the message and press **Menu > Download Message**.



The complete message is retrieved the next time you synchronize or connect to your e-mail server and send and receive e-mail.

## features

### mark a folder for synchronization



When you synchronize your e-mail account with your PC, the same Inbox folders that are in Outlook on your PC are created on your phone.

Press **Start** > **Messaging** > (*e-mail account*), then press **Menu** > **Folders** > **Menu** > **Show all Folders**, and press **Menu** > **Manage Folders**

Highlight each folder you want to synchronize and press **Sync**.

Once all folders have been selected, press **Done**. This opens the **Manage Folders** view, where the marked folders will be synchronized during the next sync session.

**Note:** Only e-mail folders stored on the server are available for sync.

## features


### view status of sent e-mail


Press **Start** > **Messaging** > (*e-mail account*), press **Menu** > **Folders** > **Outbox**

Messages in the **Outbox** have not been sent. To send a message, scroll to it and press **Menu** > **Send/Receive**.

### receive e-mail



If your phone is set up to automatically check for new messages, your phone will show  when a new message arrives.

Press  to open the inbox.

### delete e-mail

From the Inbox or an open e-mail message, press **Menu** > **Delete**.

## features


### manually send and receive e-mail



Press **Start** > **Messaging** > (*e-mail account*), then press **Menu** > **Send/Receive**.

### call a phone number in e-mail



Highlight a phone number in a message and press .

### move e-mail to personal folder

After you're done reading the e-mail, press **Menu** > **Move** > (*folder*).

### delete a mail account

Press **Start** > **Messaging**, scroll to the e-mail account, then press **Menu** > **Delete**.

**Note:** You cannot delete your **Text Messages**, **MMS**, or Exchange server e-mail accounts.

## features




### empty deleted items folder

Press **Start** > **Messaging** > (*e-mail account*), press **Menu** > **Folders**, scroll to **Deleted items**, then press **Menu** > **Delete All**.

## instant messaging

To use instant messaging (IM):

- 1 Press **Start** > **IM**
- 2 Select the IM community you want
- 3 Enter your logon information, if it does not appear.
- 4 Press **SignIn/SignOn**. You will see the status of the groups and individuals you have designated in your IM community.

- To **start** a conversation, highlight the other person, press **Write**, enter text, and press .
- To **switch** to other conversations, press the *navigation key*  left or right.
- To **return** to the previous screen, press **Back**. To return to a conversation, select **Conversations**, select the desired conversation, then press the *center key* .

When you are **in a conversation**, press **Menu** to enter pre-stored text messages as well as emoticons, or to end the conversation.

When you are **signed in** but not in a conversation, press **Menu** to manage your contacts or groups, change your status, or sign out. To access other communities, press the *navigation key*  left or right. To store your logon information, press **Menu > Settings > Community Settings**, enter your logon information for each community, then press **Menu > Save**. To change other settings, press **Menu > Settings > Global Settings**.

**Note:** You can also access MSN Messenger by clicking Start > Windows Live.

# connections

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## Bluetooth™ wireless


Your phone supports Bluetooth wireless *pairing* (also called *linking* or *bonding*). You can pair your phone with a Bluetooth headset or car kit, or pair your phone with a computer to exchange and synchronize files.

**Note:** The use of wireless devices and their accessories may be prohibited or restricted in certain areas. Always obey the laws and regulations on the use of these products.

## turn Bluetooth power on or off

If Bluetooth **Power** is **On**, your phone can automatically pair with the handsfree device you have used before. Just turn on the device or move it near the phone.

To turn Bluetooth on: Press **Start** > **Bluetooth** > **Bluetooth Manager** > **Settings** then toggle **Status** to **Bluetooth ON**.

The Bluetooth indicator  appears in the home screen.

**Note:** To extend battery life, use the previous procedure to set Bluetooth **Power** to **OFF** when not in use. Your phone will not pair with devices until you set Bluetooth **Power** back to **ON** and pair your phone with the devices again.

## pair with a headset or handsfree device

**Before you try to pair your phone with a device**, make sure your phone's Bluetooth power is **on** and the device is **on** and **ready** in *pairing* or *bonding* mode (see the device user's guide). You can pair your phone with multiple devices, but only use it with one headset device at a time.

Your phone lists the devices it finds within range.

- 1 Press **Start** > **Bluetooth** > **Bluetooth Manager** > **Hands-free**.
- 2 Put the device (handsfree headset, stereo headset, keyboard, etc.) in pairing mode.
- 3 Press **Add**. The phone prompts you to verify your device is ready. Press **Search**.

- 4 Select the device from the list.
- 5 If prompted, enter the device passkey (such as 0000) and press the **Accept** key.

When the devices are paired, an icon appears on the home screen in the Bluetooth Task Tray.


**Tip:** For specific information about the Bluetooth device you are using with your phone, refer to the instructions that came with it.

## send objects to another device

You can use Bluetooth pairing to send e-mail, contacts, tasks, calendar items, audio, ring tones, pictures, video, and voice notes from your phone to a computer or other device.




- 1 Press **Start** > **Bluetooth** > **BT Send Object**.

- 2 Select the object type and object you want to send.  
**Tip:** To select an item, press the *center key* .
- 3 Press **Send**.
- 4 Select the name of the device to send the file.
- 5 To cancel sending an item, press **Menu** > **Cancel**.

## use your phone as a PC remote

You can use Bluetooth wireless and your phone as a remote control for your computer. For example, want to watch a video on your computer and use your phone as a remote control? Use PC Remote to control when the video plays, stops, or pauses.



- 1 On your computer, turn Bluetooth power on.
- 2 On your phone, press **Start** > **Bluetooth** > **BT PC Remote**. If necessary, press **Yes** to turn on Bluetooth power.
- 3 Press **Add**.
- 4 On your computer, right-click on the Bluetooth indicator  in the system tray in the lower right corner of your display. Select **Bluetooth Setup Wizard**.
- 5 In the wizard, indicate that you know the service you want to use, and you want to find a Bluetooth device that provides the service. Select **Next**.
- 6 In the next window, choose **Human Interface Device** or **PC Remote** and select **Next**.

- 7 In the next window, make sure that "Show all devices" is chosen in the pull-down menu. Your computer should find your "SmartPhone." Make sure the box "Allow other Bluetooth devices to see this phone" is checked. Select your phone, and select Next.
- 8 If prompted, enter the device passkey (such as 0000) and press the **Accept** key.

When PC Remote is connected, your phone display shows a key map that tells you what your keys control on the PC. To determine which program on your computer to control, on your phone, press **Menu** and select a program.

## advanced Bluetooth features

### features

#### make phone visible to other device

Allow a Bluetooth device to discover your phone:



Press **Start > Bluetooth > Bluetooth Manager > Settings**, and check **Allow other Bluetooth devices to see this phone**

#### connect to recognized device

Connect to a recognized handsfree device:



Press **Start > Bluetooth > Bluetooth Manager > Hands-free > device name**

#### drop pairing with device

Press **Start > Bluetooth > Bluetooth Manager > Hands-free > device name > Disconnect**



## features

### send object to device

Send an object to another device:

Press **Start** > **Bluetooth** > **BT Send Object**

### edit device properties / change device name

Edit the properties of a recognized device:

Press **Start** > **Bluetooth** > **Bluetooth Manager** > **Hands-free** > *device name*, then press **Menu** > **Properties** > **Nickname**

**Tip:** To change the Bluetooth name of your phone, press **Start** > **Bluetooth** > **Bluetooth Manager** > **Settings** and enter the name in **My Bluetooth name**.

## synchronize

You can synchronize the information on your phone in two ways, over the air (OTA) or using a cable and your computer.

### sync over the air

To sync your phone over the air (OTA) you must sync it directly with your company's Microsoft® Information Server or Microsoft® Exchange Server (running the appropriate version software). For more information about this set-up, see the support information on page 86 and the Motorola support Web site at: [www.hellomoto.com](http://www.hellomoto.com).

You can also contact your system administrator to set up this synchronization.

**Note:** If you are out of network coverage, and your phone tries to sync 3 times without finding a network, you will receive a notification. For more information, select **View Status**. Synchronization will resume when there is network coverage.

## sync with a computer

**Note:** For information about connections (Bluetooth™ wireless, and Web browser), see page 55.

You can use Microsoft® **ActiveSync** **version 4.5 or above**, or Windows® **Mobile Device Center** to synchronize information between your phone and desktop computer. ActiveSync compares your phone's contact information, calendar appointments, e-mail messages, and media files to those on your computer and then updates to the most recent information.

## installing and setting up ActiveSync

To synchronize information on your phone with a PC, you must use Windows® Mobile Device Center (on a PC running Windows Vista) or install Microsoft® ActiveSync (on a PC running Windows XP™ or earlier).

**Note:** Synchronization software is included on the *Getting Started* disc packed with your phone. Before installing the software, verify that your computer and operating system meet the **minimum requirements** stated on the CD-ROM sleeve or Microsoft Windows® Mobile Web site (<http://www.microsoft.com/windows/mobile>). This Web site also lets you download the **latest software** for ActiveSync.

- 1 Install Microsoft® ActiveSync (for Windows® XP™ or earlier) or Windows® Mobile Device Center (for Windows Vista) on your PC.

- 2 After setup completes, connect your phone to the PC. The phone drivers install on your computer and then the Sync Setup Wizard automatically starts.
- 3 Follow the instructions on the screen to complete the wizard.

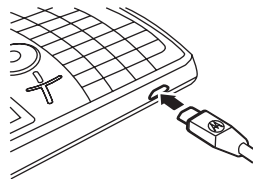
The wizard prompts you for the Exchange Server's name, your user name, your password, and the domain name. If you don't have this information, contact the server's system administrator. For general questions about your phone, see page 86.

When you finish the wizard, ActiveSync starts to synchronize automatically with your phone.

**Note:** Once synchronization completes, you can disconnect your phone from your PC, and you may need to restart your PC.

## sync with a cable connection

Once Microsoft® ActiveSync or Windows® Mobile Device Center is installed on your PC, you can connect it to your phone and sync.



- 1 Turn on the phone.
- 2 Connect your phone to your PC using a USB cable.



**Note:** For more detailed information, see "Connecting a mobile device to a PC" in ActiveSync Help on your PC, the Microsoft Web Site for ActiveSync or the Motorola support Web site at [www.hellomoto.com](http://www.hellomoto.com).

## sync with a Bluetooth™ connection

Once Microsoft® ActiveSync or Windows® Mobile Device Center is installed on your PC, you can connect it to your phone and sync with a Bluetooth connection.

**Note:** In order to use this feature, your PC must be equipped with Bluetooth wireless or a Bluetooth PC adaptor accessory.

- 1 Follow the instructions in ActiveSync Help for configuring Bluetooth connections on your PC to support ActiveSync.
- 2 Turn on the phone.
- 3 On your phone, verify that Bluetooth wireless is turned on (Press **Start** > **Bluetooth** > **Bluetooth Manager** > **Settings** > **Status** > **Bluetooth On**).
- 4 Press **Start** > **Settings** > **Connections** > **USB Device Type**.

5 Press **Start** > **ActiveSync**.

6 Select **Menu** > **Connect via Bluetooth**.

Ensure that the phone and PC are within close range. If this is the first time you have connected to this PC using Bluetooth wireless, you must complete the Bluetooth wizard on the phone and set up a Bluetooth partnership with the PC before synchronizing.

7 Select **Sync**.

8 When finished, select **Menu** > **Disconnect Bluetooth**. To conserve battery power on your phone, turn off Bluetooth power (see page 21).

# modem-link

You can use your phone as a modem to dial in to a network. To do this, you need a Bluetooth™ wireless or USB cable **connection**.



**Note:** When you activate your phone as a modem-link, your phone's e-mail, Web browsing, Microsoft® ActiveSync, and text messaging services are suspended until you deactivate the modem-link.

## modem-link with Bluetooth™ wireless

To use Bluetooth wireless to modem-link to a network:

**Note:** You must have a computer that has Bluetooth capabilities for modem-link to work with Bluetooth wireless.

- 1** To make sure other Bluetooth devices can find your phone, you must first turn on Bluetooth wireless. To do this on your phone, press **Start > Bluetooth > Bluetooth Manager > Settings** then toggle **Status** to **Bluetooth ON**. See Bluetooth wireless on page 55 for more information.
- 2** On your computer, launch the Bluetooth devices applet from the task bar.  
**Note:** Not all computers have the same procedure to locate the Bluetooth window and setup of dial-up networking. Please refer to your computer operating help system for more information.
- 3** On your computer, right-click the Bluetooth icon in the Windows® task bar, select the **Quick Connect** menu, **Dial-up Networking** and then **Find devices**.

- 4 The computer finds your phone and shows the dial up networking window. Make sure the box “Allow other Bluetooth devices to see this phone” is checked.

Now you can use your phone as a modem to connect to a service provider or network.

## modem-link with a cable

**Note: Do not connect** your data cable to your phone and computer until the following steps tell you to do so.

To use a USB cable with your phone to connect with modem-link to a network, first you must install networking drivers onto your computer.

### On your computer:

- 1 Place the provided Getting Started Disc into the CD Drive on your computer. Your computer automatically launches the Getting Started Disc.

**Note:** If you do not have the Getting Started Disc, or want the latest version of the device and computer drivers, go to [www.motorola.com/support/9h](http://www.motorola.com/support/9h).

- 2 In the Getting Started Disc application, go to the Additional Tools screen and select the **Dial-Up Networking Software**.
- 3 Follow the prompts as directed to install the drivers onto your computer.

## On your phone:

Now, you need to enable modem-link on your phone and install phone drivers:

- 4 On your phone, press **Start > Settings > Connections > USB Device Type > Modem**, and press **Done**.
- 5 Using the USB data cable, connect the phone to your PC.

The driver is installed on your computer and ready for setting up a network connection.

## On your computer:

After you set up your computer and phone, you can establish a new network connection on your computer:

**Note:** This procedure might not work on all computers. Please refer to your computer operating help system for more information.

- 6 Right-click on **My Computer** and select **Properties**.
- 7 Select the **Hardware** tab.
- 8 Press the **Device Manager** button.
- 9 Expand the **Modems** list.
- 10 Right-click **Smartphone Wireless USB Modem** and select **Properties**.
- 11 Select the **Advanced** tab, and enter extra initialization commands required by your service provider. For details, contact your service provider.
- 12 Select **Start > Control Panel > Network and Internet Connections > Network Connections**. In the Network Connections window, select **Create a new connection** under Network Tasks.

- 13** Follow the prompts to connect to the Internet using a modem:
- Network Connection Type: **Connect to the Internet**
  - Getting Ready: **Set up My Connection Manually**
  - Internet Connection: **Connect using a dial-up modem**
  - Connection Name: Enter a unique identifier for ISP name.
  - Number to Dial: **\*99#**
  - Connection Availability: **Anyone 's Use**
  - User Name: get this information from your service provider as required.
  - Password: get this information from your service provider as required.

- If you do not plan to use your phone as the default Internet connection, then **do not** check **Make this the default Internet connection**.
- If Microsoft® Windows® firewall is not enabled, **do not** check **Turn on Internet connection firewall for this connection**.

**Note:** You might need to deactivate your computer proxy server settings to let modem-link access the Internet.

To deactivate these settings, open your Web browser and select **Menu > Tools > Internet Options > Connections > Settings > Proxy Server**, then deselect **Use a proxy server for this connection**.

## disconnect modem-link

To disconnect modem-link, you'll need to perform steps on your computer and your phone. On your computer:

- 1 Go to task bar and right-click on the Network Connection icon.
- 2 Select **Disconnect**.

Your computer disconnects the modem-link.

On your phone, to return your phone to ActiveSync mode for USB connections, press **Start > Settings > Connections > USB Device Type > ActiveSync**.

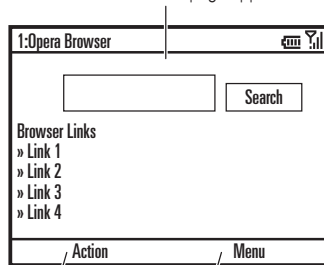
**Note:** Once you are no longer using modem link, you may need to reactivate your computer's proxy settings. Please check with your Internet provider.

## web browser

You can use the browser to search and view the Web.

**Find it:** Press **Start > Opera**



Your browser homepage appears.



Press **Action** to open navigation options.

Press **Menu** to change browser settings and other options.

**Note:** Not all Web file formats are supported.


- To go to a Web page, press **Action** > **Go to**. Enter the address and press **OK**.
- To go to a link in a Web page, use the *navigation key*  to highlight the link and then press the *center key* .
- To change connection options, press **Menu** > **Tools** > **Settings** > **Connections**.
- To show/hide pictures, press **Menu** > **Display** > **Load Images**.
- To add a Web address to your Favorites, open the Web page and press **Action** > **Bookmark this page**.

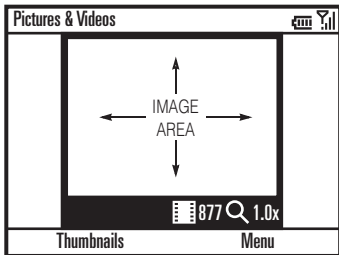
**Tip:** All finished? When you are done with the browser, press **Menu** > **Exit** to close the browser and conserve battery life.

# entertainment



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## take & send a photo

Press  to open the camera viewfinder:



**Tip:** In the camera viewfinder, press **Menu** to adjust picture settings such as **mode**, **brightness**, **resolution**, **zoom**, **white balance**, and **flash**.

- 1 Point the camera lens at the photo subject.
- 2 Press  or the *center key*  to take a photo. Your phone saves the picture and shows it in the viewfinder.
- 3 Close the viewfinder or open the camera options menu.

To close the viewfinder, press . You can see your stored picture by pressing **Start > Pictures & Videos**.

To see other camera options, press **Menu**:



- To delete the photo and return to the active viewfinder, select **Delete**.
- To send the photo in a multimedia message, select **Send > MMS**.

- To send the photo with E-mail, select **Send > E-mail**.
- To send the photo with Bluetooth™ wireless, select **Send via Bluetooth**.
- To use the picture as the home screen, select **Use as Home Screen**.
- To edit the picture, select **Edit**.
- To view image properties, like the filename, select **Properties**.
- To view picture option, select **Options**.

**Note:** To see your stored pictures, press **Start > Pictures & Videos**. Select the picture to view and press **View**.

**Tip:** To view pictures located in a folder other than the default pictures folder, including a storage card, press **Start > Pictures & Videos**, then press **Menu > Folders**, and select the folder that contains stored pictures.

## self portrait

- 1 Press  to activate the camera.
- 2 Press **Menu > Mode > Timer**.
- 3 Press  to start the 5 second delay.
- 4 Aim the camera lens at yourself.
- 5 When you hear the camera shutter sound, your phone takes the photo and shows it in the viewfinder.

## picture options

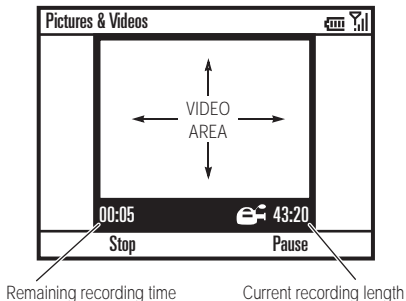
In the picture viewfinder press **Menu > Options** to open the **Picture Options Menu**. This menu can include the following options:

option	
<b>General</b>	Determine default picture sizes for e-mail and rotating picture settings.
<b>Slide Show</b>	Select default slide show settings.
<b>Camera</b>	Select default locations to store pictures, filename prefixes, and image compression.
<b>Video</b>	Determine audio settings and time limits for video files.



## record & play video clip


### record a video clip

**Find it:** Press , then **Menu > Video**



**Tip:** In the video viewfinder, press **Menu** to adjust video settings such as **brightness**, **quality**, and **white balance**.

- 1 Point the camera lens at the photo subject.
- 2 Press  or the *center key*  to begin recording a video. The viewfinder shows what the video is recording.
- 3 Press **Stop** to end recording the video altogether, or press **Pause** to pause recording and **Resume** to continue recording.

**Note:** Videos are automatically stored in your phone. To view them, press **Start** > **Pictures & Videos**. Select the video to view and press **Play** or the *center key* .

**Tip:** To view videos located in a folder other than the default video folder, including a storage card, press **Start** > **Pictures & Videos**, then press **Menu** > **Folder**, and then select the folder that contains the stored videos.

## video options

In the video viewfinder press **Menu** > **Options** to open the video options menu:

option	
<b>Camera</b>	Select default save locations, video filename prefixes, and image compression.
<b>Video</b>	Determine audio and time limit settings for video files.

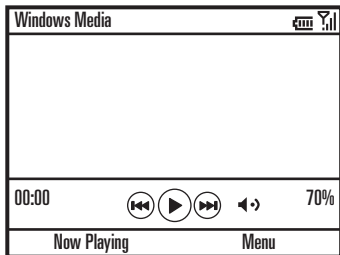
**Note:** **General** and **Slideshow** options are also available in this menu, however these settings are specific to picture files only.

## play a video clip

For more video playback and Windows® Media Player features, see your *MOTOSTART Guide*.

**Find it:** Press **Start** > **Pictures & Videos** > *video clip* > **Play**

The video clip plays in the **Windows Media Player**.



**Tip:** To play video in full screen mode, press **Menu** > **Full Screen**. Videos recorded in a low resolution may not play in full screen mode.

If a call comes in while watching a video, the video pauses and a call alert appears. You can choose to answer the call or ignore it. To continue watching the movie, select the **Play** button.

## video playback options

In the video playback window press **Menu** > **Options** to open the **Video Playback Menu**.



This menu can include the following options:

option	
<b>Playback</b>	Determines how the time counter appears, whether to pause playback while using another program, and whether to resume playback after a phone call.
<b>Video</b>	Options for showing in full screen and when to scale to fit window.
<b>Network</b>	Selects default network settings for streaming media.

<b>option</b>	
<b>Library</b>	Determines if the player starts on the <b>Library</b> view.
<b>Skins</b>	Determine Windows® Media Player skin theme.
<b>Buttons</b>	Set playback button mapping.

# other features

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**Note:** To open the main menu from your home screen, press **Start**. To scroll through the pages of menu options, press the *navigation key*  down. To select a menu option, press the *center key* .

## advanced calling

### features

#### call forwarding




Set up or cancel call forwarding:

Press **Start** > **Settings** > **Phone** > **Call Forwarding**

**Note:** If you choose **No Reply**, you can set how many seconds your phone waits before it forwards a call.

### features

#### voice dial

To voice dial, press and hold  in your home screen. When prompted, say “Call”, followed by a number or contact name.

#### TTY calls



Set up your phone for use with an optional TTY device:


Press **Start** > **Settings** > **Phone Accessibility** > **TTY**

**Note:** A teletypewriter (TTY) is a communication device used by people who are hard of hearing or have a speech impairment. TTY does not work from mobile phone to mobile phone.

## features

### call a phone number in a message



E-mail or text messages can contain phone numbers that have an underline, like a Web site hyperlink. To dial one of these numbers, scroll to it and press .

## contacts

To store and call contacts, see page 23.

## features

### search for contact

Enter the first few letters of the contact's name. The phone searches through the contact list and shows the name.

## features

### edit contact

Press **Start** > **Contacts**, scroll to a contact, then press **Menu** > **Edit**

### set ringer ID for a contact

**Note:** You cannot store a ringer ID for SIM Contacts.

To easily identify who is calling you by the ring tone, you can assign a custom ring tone to each contact.

Press **Start** > **Contacts**, scroll to a contact, then press **Menu** > **Edit** > **Custom Ring Tone**

## features

### set picture ID for contact

**Note:** You cannot store a picture ID for SIM Contacts.

Assign a photo or picture to appear when you receive a call from an entry:

Press **Start** > **Contacts**, scroll to a contact, then press **Menu** > **Edit** > **Picture**

Select a picture, or select **Camera** to take a new picture for the contact.

**Tip:** Want to remove a picture ID? Press **Start** > **Contacts**, scroll to a contact, press **Menu** > **Edit**, then press **Menu** > **Remove Picture**

### set category for contact

**Note:** You cannot store a category for SIM Contacts.

Press **Start** > **Contacts**, scroll to a contact, then press **Menu** > **Edit** > **Categories**

## features


### set category view

Press **Start** > **Contacts**, then press **Menu** > **Filter**

### send contact to another device

Use a Bluetooth™ connection to send a contact to another phone, computer, or device:

Press **Start** > **Contacts**, scroll to a contact, and press **Menu** > **Send via Bluetooth**

If necessary, your phone asks you to turn on Bluetooth power. Your phone searches for Bluetooth devices. Select the one you want and press the *center key* . Your phone tells you when the transfer is complete.

For more about Bluetooth connections, see page 55.

# personalizing

## features

### language

Set menu language:

Press **Start** > **Settings** > **Regional Settings**

**Note:** You must turn your phone off and on again for the changes to take effect.

**Tip:** While you enter text (such as in a text message), your phone suggests words. To change the language for these suggestions, press **Menu** > **Languages** in the text entry screen.

### accessibility

You can set system font size, multipress timeout, confirmation timeout, and in-call alerts:


Press **Start** > **Settings** > **Accessibility**

## features

### ring volume

Press **Start** > **Settings** > **Profiles**

Highlight the desired profile, then press **Menu** > **Edit**

Under **Ring Volume**, press the *navigation key*  left or right to adjust the volume for that profile.

**Shortcut:** In the home screen, press and hold the *back key on the right side of the phone* (see page 2) to show the ring volume, then press the *side scroll keys* to adjust it.

**Tip:** You can eliminate the ringer volume instantly when an incoming call comes in—just use the *side scroll keys* to turn the ringer off.

## features

### sounds

To change the default sounds for ring tone, reminders, new messages, alarm clock, or keypad controls:

Press **Start > Settings > Sounds**

**Note:** Changes made to the alert settings will have no effect when using the **Silent** profile.

### alarm

Press **Start > Settings > Clock & Alarm > Alarm**

**Tip:** Need to change or set the alarm alert style? Press **Start > Settings > Sounds > Alarm Clock**.

## features

### owner information

It's a good idea to enter and check your owner information. It lets someone return the phone to you if you lose it:

Press **Start > Settings > Owner Information**

### master reset

To return your phone to original settings:

Press **Start > System Tools > Master Reset**

The default master reset code is **000000** (6 zeroes).

Master reset does not reset the unlock code, security code, and lifetime timer.


## features

### master clear

**Caution:** Master clear erases all information you have entered (including contacts and calendar events) and content you have downloaded (including photos and sounds) stored in your phone's memory. After you erase the information, you can't recover it.

Press **Start** > **System Tools** > **Master Clear**

## call times

**Network connection time** is the elapsed time from the moment you connect to your service provider's network to the moment you end the call by pressing . This time includes busy signals and ringing.

**The amount of network connection time you track on your resettable timer may not equal the amount of time for which you are billed by your service provider. For billing information, contact your service provider.**

## features

### see call timers



Show call timers:

Press **Start** > **Call History**, then press **Menu** > **View Timers**

### reset call timers

To reset all call timers to zero (0), except for the **Lifetime calls** timer:

Press **Start** > **Call History**, then press **Menu** > **View Timers**, then press **Menu** > **Reset Timers**

# handsfree

**Note:** The use of wireless phones while driving may cause distraction. Discontinue a call if you can't concentrate on driving. Additionally, the use of wireless devices and their accessories may be prohibited or restricted in certain areas. Always obey the laws and regulations on the use of these products.

## features

### speakerphone



Activate a connected external speakerphone during a call:

Press  or press **Menu > Speakerphone On.**

**Note:** With a Bluetooth™ headset press **Menu > Handsfree Off** and then press **Menu > Speakerphone On.**

# calendar

## features

### add new calendar event


Press **Start > Calendar**, then press **Menu > New Appointment**


**Note:** To schedule an all-day event, select the **All day event** check box under **End time**. All-day events do not occupy blocks of time in the calendar; instead, they appear in banners at the top of the calendar.

## features

### view calendar event

Press **Start** > **Calendar** to open the calendar for today.

- To see days before or after today, press the *navigation key*  left or right.
- To quickly see a specific date, press **Menu** > **Go to Date**.
- To see your whole week's events, press **Week**.

**Shortcut:** Today's events appear on your home screen. To see event details, scroll to it and press the *center key* .

## features

### calendar event reminder

The default reminder time for tasks and calendar items is 15 minutes. To change this default:

Press **Start** > **Calendar**, then press **Menu** > **Tools** > **Options** > **Set Reminders**

### send calendar event to another device

Use a Bluetooth™ connection to send a calendar event to another phone, computer, or device:

From the calendar item, press **Menu** > **Send via Bluetooth**.

Select the device to which you want to send the item.

For more about Bluetooth connections, see page 55.

## features

### respond to a meeting request

You can receive and respond to meeting requests on your phone in a similar manner as you do in Outlook on your PC.

Press **Start** > **Messaging** > (*e-mail account*) > *meeting request*

Press **Accept** or **Menu** > **Decline** or **Tentative**

## calculator

## features

### calculator

Press **Start** > **Accessories** > **Calculator**

## security

## features

### manage certificates



Enable or disable Internet access certificates stored on your phone:

Press **Start** > **Settings** > **Security** > **Certificates**

Certificates are used to verify the identity and security of Web sites when you download files or share information.

## phone information

## features

### software version

To view your phone software version:

Press **Start** > **Settings** > **About**

## features

### memory & storage

To see the total, used, and available memory on your phone and storage card:

Press **Start** > **System Tools** > **Memory Manager**

## fun & games

## features

### access pictures

Press **Start** > **Pictures & Videos**

### access sounds

Manage ring tones and music that you have downloaded or composed:

Press **Start** > **Windows Media**

For more information about Windows® Media, see your *MOTOSTART Guide*.

## features

### access video clips

Press **Start** > **Pictures & Videos**

For more information about Windows® Media, see your *MOTOSTART Guide*.

### play games on your phone

Press **Start** > **Games**

### start Web browser



Press **Start** > **Opera**

For more information about Internet Explorer Mobile, see page 67.


### close Web browser

In the browser, press **Menu** > **Exit**

## features

### download objects from Web page



To download a picture, sound, or phone theme from a Web page: Highlight the file, press the *center key* , then press **Save**.

To download a picture or other object from a Web page: Highlight the item, press **Menu**, and choose an option such as **Save image**.

### manage media files

To view, copy, delete, rename, or move files and folders on your phone or storage card:

Press **Start** > **File Manager**

# service & repair

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**Tip:** Motorola Software Update is an easy way to update your phone. Make sure you have the latest available software updates at [www.motorola.com/support/9h](http://www.motorola.com/support/9h).

If you have questions or need assistance, we're here to help.

## **Motorola Support:**

Go to [www.hellomoto.com](http://www.hellomoto.com), where you can select from a number of customer care options.

## **Microsoft® Windows® Mobile and ActiveSync Support:**

Windows Mobile:

<http://www.microsoft.com/windowsmobile/help/smartphone/>

# Specific Absorption Rate Data

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## This model meets international 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 organization ICNIRP and include safety margins designed to assure the protection of all persons, regardless of age and health.

The guidelines use a unit of measurement known as the Specific Absorption Rate, or SAR. The ICNIRP SAR limit for mobile devices used by the general public is 2 W/kg and the highest SAR value for this device when tested at the ear was 0.74 W/kg.<sup>1</sup> As mobile devices offer a range of functions, they can be used in other positions, such as on the body as described in this user guide.<sup>2</sup> In this case, the highest tested SAR value is 0.59 W/kg.<sup>1</sup>

As SAR is measured utilizing the device's highest transmitting power, the actual SAR of this device while operating is typically below that indicated above. This is due to automatic changes to the power level of the device to ensure it only uses the minimum level required to reach the network.

While there may be differences between the SAR levels of various phones and at various positions, they all meet the governmental

requirements for safe exposure. Please note that improvements to this product model could cause differences in the SAR value for later products; in all cases, products are designed to be within the guidelines.

The World Health Organization has stated that present scientific information does not indicate the need for any special precautions for the use of mobile devices. They note that if you want to reduce your exposure then you can do so by limiting the length of calls or using a "hands-free" device to keep the mobile phone away from the head and body.

Additional Information can be found on the websites of the World Health Organization (<http://www.who.int/emf>) or Motorola, Inc. (<http://www.motorola.com/rfhealth>).

1. The tests are carried out in accordance with international guidelines for testing. The limit incorporates a substantial margin for safety to give additional protection for the public and to account for any variations in measurements. Additional related information includes the Motorola testing protocol, assessment procedure, and measurement uncertainty range for this product.
2. Please see the *Safety and General Information* section about body worn operation.

# Information from the World Health Organization

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Present scientific information does not indicate the need for any special precautions for the use of mobile phones. If you are concerned, you may want to limit your own or your children's RF exposure by limiting the length of calls or by using handsfree devices to keep mobile phones away from your head and body.

Source: WHO Fact Sheet 193

Further information: <http://www.who.int./peh-emf>

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