

# Using Your Windows Mobile Phone

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### *What You'll Need*

- A device running Windows Mobile® 6 or later
- A computer running Windows Vista®
- An Internet service plan from your mobile service provider
- Live Search Mobile—a [free download](#)

**Windows Guides** is a library of easy-to-use guides that show you how to get more of your Windows experience. Share the guides with your friends and family.



## What You Can Do with Windows Mobile

Windows Mobile is an operating system, like Windows Vista, that comes with basic applications for mobile devices, including Pocket PCs and Smartphones. If you use Windows Vista on your desktop or laptop computer, you'll feel right at home with Windows Mobile 6 on your device—everywhere you go. For more information, visit the Windows Mobile home page <http://www.microsoft.com/windowsmobile/default.aspx>.

You can use your Windows Mobile device to access the Internet and your e-mail wherever you can get a signal. And with mobile versions of Microsoft® Word, Excel®, and PowerPoint® you can work anywhere.

Use your Windows Mobile device to practice a presentation on the plane. Find a restaurant and make reservations while on the go. Avoid traffic jams and see if the forecast calls for rain. And for fun, you can instant message (IM) your friends, listen to music, play games, and watch videos.

There are hundreds of applications that are certified to work with Windows Mobile for productivity, entertainment, home and education, networking and communication, and much more.

### **ALL TOGETHER NOW: SYNCING YOUR PHONE TO YOUR PC IS A SNAP**

It's easy to synchronize your Windows Mobile device with your PC so your e-mail, contacts, calendar, tasks, and notes are always up-to-date. And Microsoft offers support to help you get the most from Windows Mobile. Plus, there is a worldwide community of Windows Mobile user groups where you can find the latest news and tips, get help and make great connections.

### **FIND THE PERFECT DEVICE. THEN MAKE IT EVEN BETTER**

Check out the wide variety of Windows Mobile devices that are available. You can customize your Windows Mobile device with ringtones, themes, wallpapers, and more.

### **TAKE THE VIDEO TOUR**

See Windows Mobile in action in this video tour <http://www.microsoft.com/windowsmobile/welcome/demos/default.aspx>

## What You Can Do with Windows Mobile *(continued)*

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### ***More Information***

- Find a Windows Mobile device: <http://www.microsoft.com/windowsmobile/welcome/phones.mspix>
- Getting started with Windows Mobile: <http://www.microsoft.com/windowsmobile/gettingstarted/default.mspix>
- Windows Mobile Certified Software Catalog: <http://www.microsoft.com/windowsmobile/catalog/cataloghome.aspx>
- Windows Mobile Owners Circle: <http://www.microsoft.com/windowsmobile/domore/default.mspix>
- Windows Mobile Community Sites: <http://www.microsoft.com/windowsmobile/communities/sites.mspix>

## Set Up Outlook on Windows Mobile

Windows Mobile 6 lets you take off and take your office with you. With your Outlook® e-mail or other e-mail accounts on your Windows Mobile device, you can easily read and send mail, schedule appointments, add contacts, update tasks, and synchronize new information with your PC when you get back to the office.

1. Click **Start**.

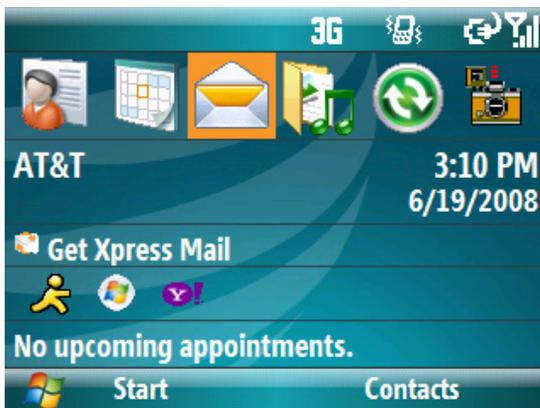


Figure 1—Find the 'Start' button next to the Windows logo

2. Select **Messaging**.
3. Select **New E-mail Account**.
4. Enter the e-mail address for the account. Check **Try to get e-mail settings automatically from the Internet**.

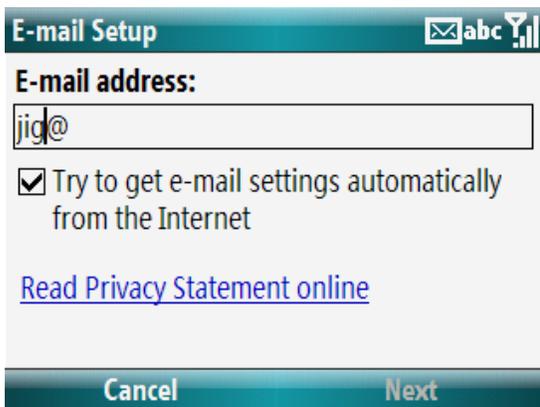


Figure 2—Enter an e-mail address here

## Set Up Outlook on Windows Mobile *(continued)*

5. Click **Next**. Auto Setup automatically detects and enters your server settings. If Auto Setup can't locate your server settings, you can check your settings and enter them manually.

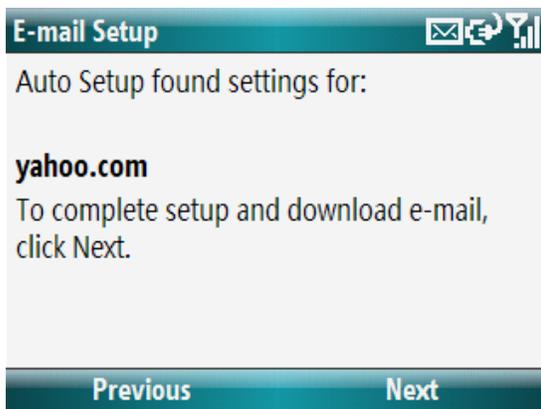


Figure 3—After Auto Setup configures your account, press Next to complete setup

6. Enter your name as you want it to appear when you send messages, and then click **Next**.
7. Enter your password. Check **Save Password** unless you want to manually enter your password each time you send and receive e-mail. Click **Next**.
8. If you'd like to change your e-mail settings, such as how much e-mail to download, click **Review all download settings**. Otherwise, click **Finish** to start downloading messages. If you have not changed your download settings, you will download e-mail from the past three days. If you clicked **Finish**, skip the next step.

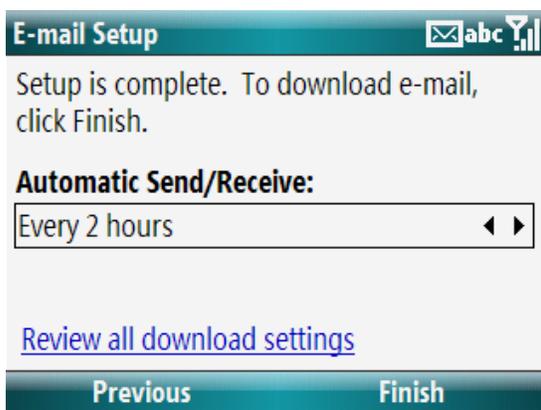


Figure 4—Completed e-mail setup

## Set Up Outlook on Windows Mobile *(continued)*

9. If you click **Next** after choosing to **Review all download settings**, you can change the default message format, message size download limit, and whether to allow e-mail attachments to be automatically downloaded. This may vary depending on your device.
10. After downloading your messages, the screen will show your account name at the top, making it easy to see which e-mail Inbox you're viewing. You can also use the Messaging command to see all of your e-mail accounts.

## SYNCHRONIZE YOUR WINDOWS MOBILE DEVICE TO YOUR PC

To synchronize e-mail, contacts, and calendar appointments, tasks and notes and transfer documents between your Windows Mobile device and your PC, you need to download the synchronization software for the version of Windows that's on your computer and follow the instructions.

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### *More Information*

- Getting started with Windows Mobile: <http://www.microsoft.com/windowsmobile/gettingstarted/default.aspx>
- Windows Mobile 6: [http://www.microsoft.com/windowsmobile/gettingstarted/email\\_wm6/default.aspx](http://www.microsoft.com/windowsmobile/gettingstarted/email_wm6/default.aspx)
- Synchronizing with Windows Vista: <http://www.microsoft.com/windowsmobile/devicecenter.aspx>

## Downloading and Reading Microsoft Office Documents on Windows Mobile

If you have Microsoft Office Mobile® on your Windows Mobile device you can open and edit Microsoft Office Word® and Microsoft Office Excel® documents, and view Microsoft Office PowerPoint® documents. The latest version of Office Mobile is compatible with Microsoft Office 2007®. A free upgrade is available for qualified devices. If Office Mobile is not pre-installed on your phone, it can be purchased separately.

If you don't have Office Mobile, you can open and view Office documents, but you can't edit them.

There are three ways Office documents get to your device:

- Created using Office Mobile on your device
- Sent or received via your device as e-mail attachments
- Added to your device when you synchronize your device with your PC

To view a document on your device, navigate to the document location and open it.

To download a document received as an e-mail attachment:

Show Attachments to display them

1. Click on the attachment to select it. You can also open it directly from here without saving it.
2. Click **Menu** then click **Save As...** You can revise the name of the document now if you wish to do so.

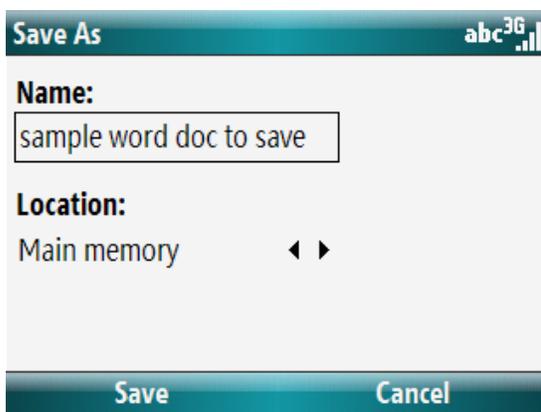


Figure 5—Save an Office Mobile document, such as Word, Excel, or PowerPoint

## Downloading and Reading Microsoft Office Documents on Windows Mobile *(continued)*

3. Navigate to the folder where you want to save the document.

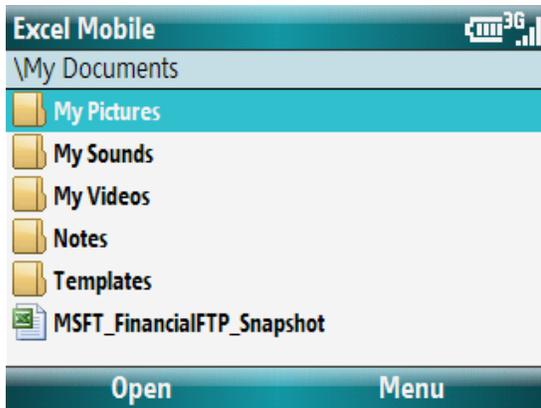


Figure 6—Save a document in a folder

4. Click **Save**.

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### *More information*

- Microsoft Office Mobile overview: <http://www.microsoft.com/windowsmobile/software/officemobile.aspx>

## Live Search for Mobile

From a Windows Mobile device with Internet access, you can perform convenient searches on the go either through your device's Web browser, or through a downloadable program called Windows Live Search™ for Mobile.

- Find local and restaurants and make reservations
- Get maps and turn-by-turn driving directions
- Check flight times, weather and traffic information
- Get sports and news updates
- See local movie show times

### FROM A WINDOWS MOBILE DEVICE WITH INTERNET ACCESS

1. Enter [wls.live.com](http://wls.live.com) into your device's Web browser and download the program. It installs automatically after downloading.

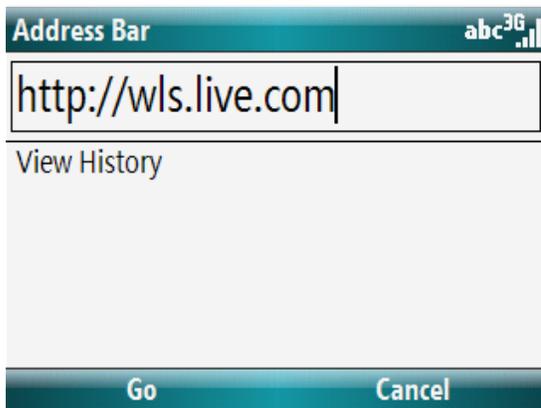


Figure 7—Address Bar

## Live Search for Mobile *(continued)*

2. Click **Download**.

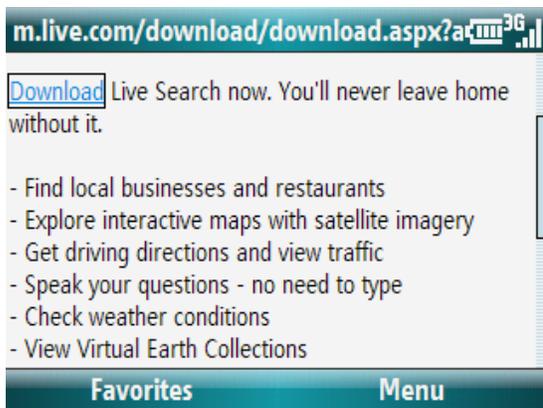


Figure 8—Press the Download button to begin downloading Live Search

3. Click **Yes** to confirm that you want to download Live Search to your phone.

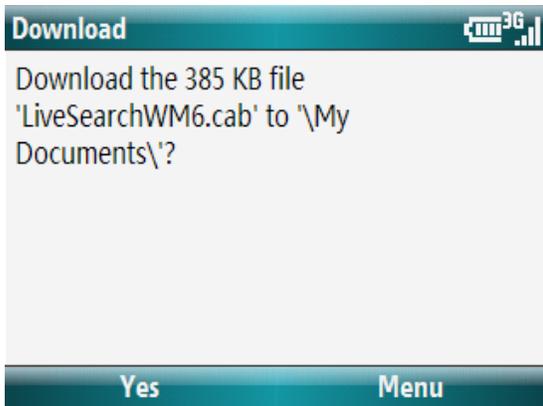


Figure 9—Confirm download

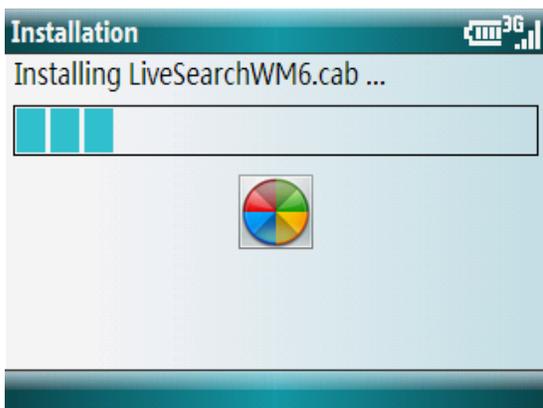


Figure 10—Download in progress

## Live Search for Mobile *(continued)*

- To accept the Windows Live Search Service Agreement click **Accept**.

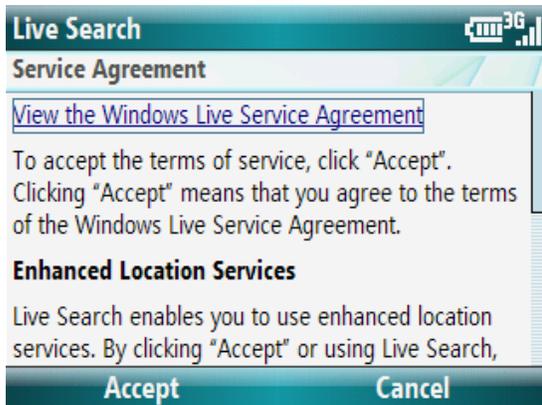


Figure 11—The Windows Live Service Agreement

- On the Welcome page, to start using Live Search click **OK**.

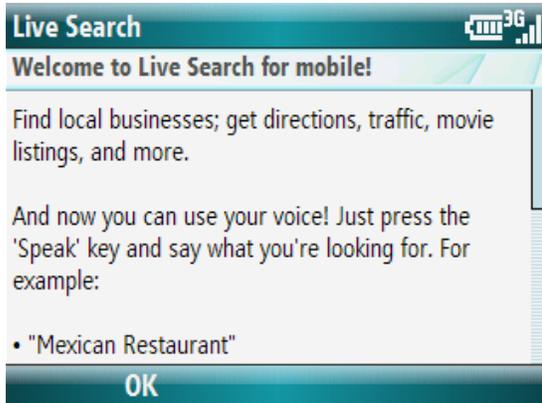


Figure 12—Live Search's Welcome page

## Live Search for Mobile *(continued)*

6. You're ready to use Live Search. For location-specific information, you need to enter your location in the search window and select an icon in the menu, such as **Directions**, **Map**, **Weather**, **Traffic**, **Movies** or **Gas Prices**.

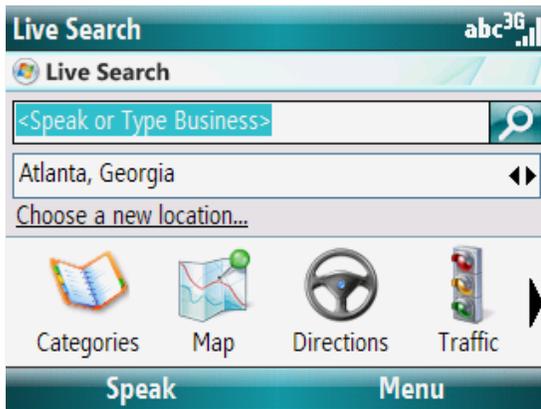


Figure 13—Live Search's home page

### More Information

- Live Search for Windows Mobile: [http://www.livesearchmobile.com/windows\\_mobile.htm](http://www.livesearchmobile.com/windows_mobile.htm)
- Live Search for Mobile: <http://www.gowindowlive.com/Mobile/Landing/Search/Default.aspx>
- Demo video on using voice input with Live Search for Windows Mobile: <http://video.msn.com/video.aspx?mkt=en-us&vid=6ab43669-6063-4aee-b5d4-8ecbd99afa02>
- Windows Live Search Help: [http://help.live.com/help.aspx?project=wl\\_searchv1&market=en-us](http://help.live.com/help.aspx?project=wl_searchv1&market=en-us)



## SITES MENTIONED IN THIS GUIDE

Windows Mobile: <http://www.microsoft.com/windowsmobile>

Synchronizing with Windows Vista: <http://www.microsoft.com/windowsmobile/devicecenter.mspx>

Live Search for Windows Mobile: [http://www.livesearchmobile.com/windows\\_mobile.htm](http://www.livesearchmobile.com/windows_mobile.htm)

Live Search for Mobile: <http://www.gowindowslive.com/Mobile/Landing/Search/Default.aspx>

Demo video on using voice input with Live Search for Windows Mobile: <http://video.msn.com/video.aspx?mkt=en-us&vid=6ab43669-6063-4aee-b5d4-8ecbd99afa02>

Windows Live Search Help: [http://help.live.com/help.aspx?project=wl\\_searchv1&market=en-us](http://help.live.com/help.aspx?project=wl_searchv1&market=en-us)

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