



# PPC4100

## AUDIOVOX PPC4100 POCKET PC QUICK START GUIDE

### IMPORTANT - READ THIS FIRST

This Guide is designed to get you quickly up and running with your Audiovox PPC4100 Pocket PC.

It will provide information on:

- [Getting Started](#)
- [Key Functions](#)
- [What You Need to Know About Your Audiovox PPC4100 Pocket PC Phone](#)

For more detailed information, please refer to the Audiovox User's Guide booklet and the User's Guide on the product CD, both of which are located in the Audiovox PPC4100 packaging.



**PPC**

# Getting Started

## IMPORTANT

In order to utilize your device's wireless data and voice capabilities, you must have an AT&T Wireless SIM card. See the "SIM Card" section of this Quick Start Guide for more information.

# 4100

The first thing you'll need to do is follow the instructions in the "Getting Started" section. Once you've completed the basics, you'll be ready to access all of the features and functions that will enhance your communication capabilities on the go. And, once you're familiar with how your favorite features and functions work—accessing the information that matters most will be fast and simple. So get going today and discover all of the benefits of your Audiovox PPC4100 with AT&T Wireless.

# Key Functions

Application	How To Start	Benefit and Use
1. Today	Tap  , Today	Today's information that users want to see at a glance.
2. ActiveSync	Tap  , ActiveSync	Monitor the status of information transfer between the device and the PC.
3. Calendar	Tap  , Calendar	View, edit, and create calendar entries.
4. Contacts	Tap  , Contacts	View, edit, and create contact information, or make a call directly from contacts.
5. Inbox	Tap  , Inbox	View, edit, create, and send e-mails with or without attachments.
6. Pocket Internet Explorer	Tap  , Pocket Internet Explorer	Browse the Internet wirelessly.
7. Notes	Tap  , Notes	Enter digitally-transcribed handwritten notes.
8. Phone	Tap  , Phone	View phone dialer.
9. Tasks	Tap  , Tasks	Manage active and completed tasks.
10. Windows Media Player	Tap  , Windows Media Player	Play audio or video files locally on the device or storage card, or streamed from the web.
11. Games	Tap  , Programs, Games	Users can play their favorite games.
12. Calculator	Tap  , Programs, Calculator	Access an easy-to-use calculator.
13. File Explorer	Tap  , Programs, File Explorer	Manage the files on the device.
14. Pictures	Tap  , Programs, Pictures	View pictures on the device.
15. MSN Messenger	Tap  , Programs, MSN Messenger	Send MSN instant messages.
16. Pocket Excel	Tap  , Programs, Pocket Excel	View, create, and edit spreadsheets.
17. Pocket Word	Tap  , Programs, Pocket Word	View, create, and edit documents.
18. WiBackup	Tap  , Programs, WiBackup	Create backup files of datafiles and applications stored in your device.
19. SIM Manager	Tap  , Programs, SIM Manager	Manage the data on the SIM card.

# Getting Started

# PPC4100

## PACKAGE CONTENTS

Thank you for purchasing the PPC4100.  
The device's giftbox contains all of the items listed below:

- PPC4100 Pocket PC with Built-in Phone
- AC Adapter
- USB Cradle
- Single Earbud Headset
- Standard Battery
- Leather Pouch
- Stereo Headset
- Stylus Pen (1)
- Quick Start Guide
- Companion CD
- User's Guide Booklet

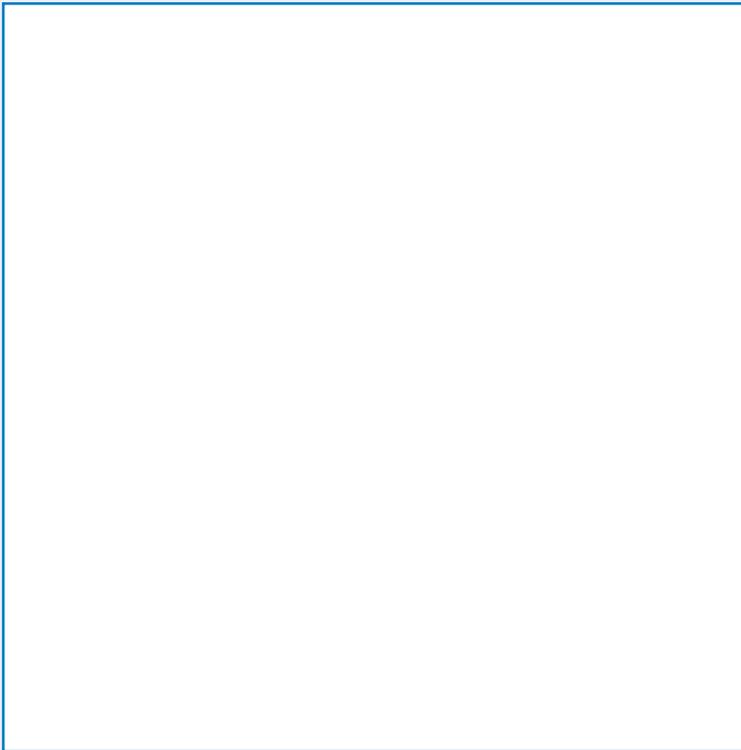
*NOTE: Report any product defects to the place  
of purchase immediately.*



# Getting Started

## HANDSET DESCRIPTION

This phone is a tri band Pocket PC with built-in phone functionality. The PPC4100 weighs less than 5.6 ounces and the dimensions are 4.29" h x 2.69" w x .85" d.



1. **EARPHONE JACK:** 2.5 mm jack for use with a hands-free device or to listen to audio files. Has a non-detachable protective covering.
2. **INFRARED (IR) PORT:** Uses infrared technology to transmit and receive data from other IR-enabled devices.
3. **SD/MMC EXPANSION SLOT:** Accepts an SD or MMC card, allowing you to add more memory. The slot also supports SDIO (Secure Digital Input Output) cards for added connectivity options.
4. **ANTENNA/STYLUS HOLDER:** The non-extendable antenna has a neatly hidden slot for holding the stylus.
5. **NOTIFICATION INDICATOR:** Lights up solid amber for alarm reminders and e-mail receipt.
6. **PHONE INDICATOR:** Lights up green to indicate phone status.
7. **POWER BUTTON:** Press to turn the device on or off. Press and hold to turn the backlight on or off.
8. **LCD TOUCHSCREEN:** Displays the applications and data stored in your device. It is touch-sensitive and responds to the stylus or your finger.
9. **END BUTTON:** Press to reject an incoming call. Press to end a call. When dialing a number, press to delete the number input. Press and hold to turn on/off the mobile service connection.

# Getting Started

10. **MICROPHONE:** Inputs audio into your device when receiving/making a call or recording voice notes.
11. **UNIVERSAL CONNECTOR:** Connects your device to the cradle. This allows you to recharge your device and perform an ActiveSync operation. You can also use it to connect peripheral hardware devices to your device.
12. **SEND BUTTON:** Press to accept an incoming call. During an outgoing call, press and hold to turn on/off the speakerphone. From Speed Dial, press to call the currently selected number. From Call History, press to call the currently selected log item. In mailbox, press to send a composed e-mail/SMS message or display options for a received e-mail/SMS. From an application, press to display the Dialer screen or press twice to redial the last called number.
13. **SPEAKER:** Listen to audio media or a phone call from here.
14. **JOG DIAL:** Pressing the jog dial results to an action similar to pressing the Enter key in a regular keyboard. For example, to open any of the application in the Start menu simply select that application then press the jog dial; or in using a Help menu, simply select a hyperlink then press the jog dial to display the linked information.
15. **VOLUME ROCKER KEY:** Press the key up to increase volume, press down to decrease volume.
16. **HOLD SWITCH:** Slide up to lock all buttons from being accidentally pressed when the device is placed in pocket or in a bag.

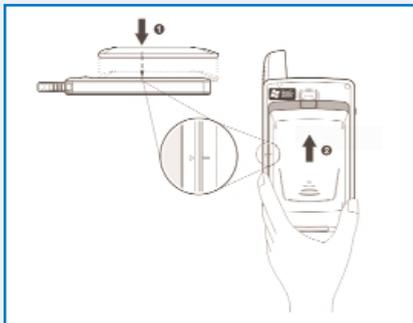
## IMPORTANT:

This device's phone component can be used with the Earphone Microphone or as a speakerphone. Unlike conventional cell phones, the PPC4100 is not designed to be held against the head during a conversation. Holding the unit against your head during phone use is contrary to the design of this product and is not recommended. For instructions on how to use the phone with the Earphone Microphone or as a speakerphone, please refer to the device's User's Guide.

# Getting Started

## INSTALLING THE BATTERY

1. Align the battery marker on the battery pack with the one located on the device.
2. Slide the battery pack into the battery bay until it clicks into place.



In addition to the battery pack, a backup battery cell is embedded into your device to prevent data loss in instances when the removable battery pack is removed or completely discharged. This backup battery cell will support the system for a maximum of 30 minutes.

### IMPORTANT:

To enable the internal battery cell to provide backup power supply, charge your device with the main battery pack for at least eight (8) hours.

## CHARGING THE BATTERY

For initial use, you need to charge your device for about eight (8) hours. After that, you can charge it everyday to recharge the battery to full capacity.

1. Plug the AC Adapter into any standard outlet.
2. Connect the AC Adapter to the power socket at the back of the cradle.
3. Slide the device into the front pocket of the cradle until it clicks into place. The connection is secure when the bottom edge of the device is aligned smoothly with the cradle and the LED indicator on the device's power button lights green.

LED status during charging:

- Flashing green: Charging
- Solid green: Charging complete



# Getting Started

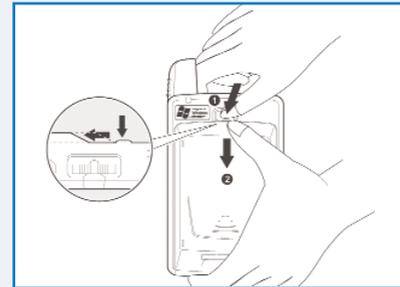
If the battery level becomes low during the course of normal use, a status icon appears on the device screen indicating low or very low battery status. When the battery level is low, perform an ActiveSync operation to back up your data, then recharge your device as soon as possible. If the battery level reaches low status, the device will enter sleep mode; if the battery level reaches very low status, the device will enter deep sleep mode. In this case, you have about 72 hours to recharge your device after which you risk losing all data on your device's internal memory.

*NOTE:* 1. It is more efficient to charge the battery with the handset off.  
2. If the LED flickers while charging, the battery contacts may need cleaning.  
3. Battery operating time gradually decreases over time.  
4. If the battery fails to perform normally, you may need to replace the battery.  
5. Make sure that the SIM card holder is closed before charging the device.

## REMOVING THE BATTERY

When removing the battery follow the steps below.

1. With one hand, press and hold the battery release switch.
2. Slide out the battery pack from its bay.



*NOTE:* Do not remove the battery pack for more than 30 minutes. The embedded backup battery cell can only provide power for this period of time after which you risk losing all data stored on the internal memory of your device.

## TURN ON YOUR DEVICE

- To turn on your Audiovox PPC4100, hold down the power button on the top of your device.
- Tap the stylus on the screen to activate the Welcome Wizard.
- Follow the Welcome Wizard instructions to align the screen and to learn about the tap-and-hold capability.
- Set the time and date on your device from the Today screen by tapping on the clock icon. Tap onto the time zone, clock and date settings and adjust each setting by tapping the increase and decrease arrows on the right-hand side of the screen.

# Getting Started

## RECORD YOUR WIRELESS PHONE NUMBER

Your account was set up when you purchased your device, but your device must register with the network before it can operate. It will automatically register when you turn on your device for the first time.

While your battery is charging, turn on your device and leave it on. This registers your phone number on the AT&T Wireless network allowing you to receive a welcome message, which displays your new wireless phone number. You are now ready to make and receive calls and conduct a data session.

### IMPORTANT:

You must be within the AT&T Wireless GSM/GPRS service area when registering your Audiovox PPC4100.

When your device is attempting to register, you should see a welcome message which displays your wireless phone number. If you do not receive this message, within the first day of operation, please call AT&T Wireless Customer Care at 866-293-4634.

## SYNCHRONIZE YOUR DEVICE WITH YOUR PC

Using the ActiveSync application, you can synchronize information between your PC and your device.

- First you will need to install the ActiveSync software that was included in the CD package of your device.



- Once the ActiveSync software is installed on your PC, connect the cradle to your PC through the USB port. Once your PC has detected the cradle, insert the device into it.

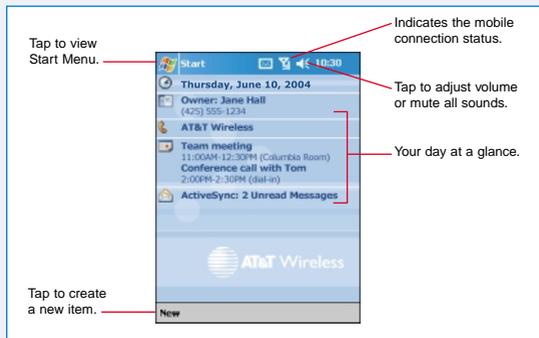
# What You Need To Know

## TODAY SCREEN

When you turn on your device for the first time each day (or after a preset period of inactivity), you'll see the Today screen. You can also display it by tapping , then Today. To define a preset period of inactivity after which the Today screen is displayed:

1. Tap , then Settings, then Personal.
2. Tap the Today icon .
3. On the Items tab, select the Display Today screen check box.
4. Tap the pick list below the check box to set the period of inactivity.
5. Tap OK.

On the Today screen, you can see, at a glance, a list of important reminders for the day.



## STATUS ICONS

The list below describes some of the status icons you may see on your device.

Icon	Description
	Turns all sounds on and off
	Backup battery is low
	Main battery is low
	Main battery is very low
	Connection is active
	Synchronization is beginning or ending
	Synchronization is occurring
	Notification that one or more instant messages were received
	Notification that one or more email/SMS messages were received

If more notification icons need to be displayed than there is room to display them, the Notification icon  appears. Tap the icon to view all notification icons.

# What You Need To Know

## MAKING A CALL

The integrated nature of your device's phone function lets you make calls in a variety of ways across different applications. You can make a call by:

- Entering a phone number using the Dialer keypad.
- Accessing numbers using Speed Dial, Call History, Microsoft Contacts or SIM Manager.

Once a call has been initiated, this icon , on the navigation bar changes to .

## MAKING A CALL FROM DIALER

1. On the Dialer keypad, tap the phone number you want to call.
2. Tap  or press the Send button.

## MAKING A CALL USING MICROSOFT CONTACTS

You can make a call in two ways using Contacts. On the Contacts window, find the contact, then:

1. Press the Send button twice—once to launch Phone and another to make the call.  
- OR -
2. Tap and hold the “w” in the right column next to the contact you want to call.

On the pop-up menu, phone numbers for this contact are displayed with a dot next to the priority number. Tap the number you wish to call.

## ANSWERING A CALL

Tap Answer or press the Send button.  
To ignore an incoming call, tap Ignore or press the End button.

## ENDING A CALL

Tap  or press the End button.

## USING THE SPEAKERPHONE

Your device's speakerphone function allows you to talk hands-free and/or let other people listen to the caller.

To enable the speakerphone mode:

Press and hold the Send button until the speakerphone comes on indicated by the appearance of the Speakerphone icon on the navigation bar.

To disable speakerphone mode:

Press and hold the Send button again until the Speakerphone icon is no longer visible on the navigation bar.

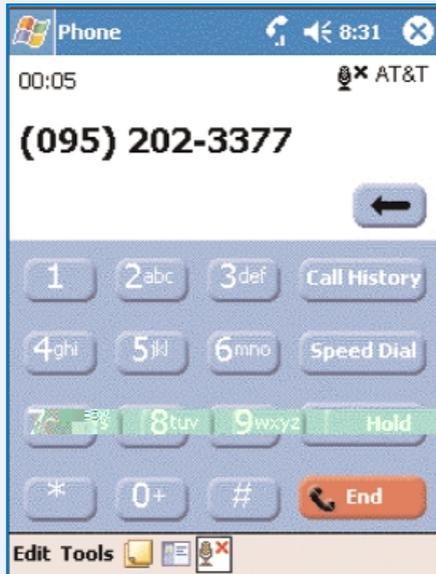
## MUTING A CALL

During a call you can mute the microphone so that the person with whom you are speaking cannot hear you, but you can still hear him or her. This is useful if, for example, you do not want the other person to hear a conversation or background noise on your side of the call.

# What You Need To Know

## TO MUTE A CALL

- During a call, tap  to toggle the mute function on and off.



The mute icon  is displayed on the Dialer screen's entry area to indicate that the mute function is enabled.

## ACCESS YOUR VOICE MAIL

Your voice mail access number will be programmed into your device upon registration. To access voice mail:

- Tap the Speed Dial button on the phone dialer screen. Your voice mail number will be in position #1.
- Tap the #1 position to dial out of your voice mail account (your initial password is 1111). Then follow the directions in the voice mail system.
- If you have voice mail waiting for you, you may also access it by tapping on the Voice Mail Icon in the top toolbar. You will get a New Voice Message bubble. By clicking on Voice Mail, your voice mail number will be automatically dialed for you.

### IMPORTANT:

If your voice mail access number is not programmed in your Speed Dial List, dial your 10-digit wireless phone number.

# What You Need To Know

## USE YOUR PERSONAL E-MAIL

### WEB-BASED (HTTP)

You can use the Pocket Internet Explorer from the Start Menu to get on the Internet and access Web-based e-mail accounts like Hotmail or Yahoo.

*Note: To access the Internet, just follow the directions in the Browse the Internet section in the User's Guide.*

### INTERNET SERVICE PROVIDER (POP3/IMAP4)

You can send and receive your POP3 or IMAP4 e-mail messages with the inbox on your device. This would include ISP providers like Earthlink, attbi/Comcast and Qwest.

You may need your account and mail server information to configure the connection.

### OFFICE ONLINE

Office Online software allows you to wirelessly access your Microsoft® Outlook® or Lotus Notes office e-mail, calendar and contacts when you're on the go. This convenient service comes in two versions: Pro and Premier. Everything you do with Office Online while you are mobile is reflected back on your desktop, so there's no need to sync up when you return home.

To add Office Online Pro or Office Online Premier service to your data plan, call AT&T Wireless Customer Care at 866-293-4634. If you are already an AT&T Wireless customer, simply go to [attwireless.com/officeonline](http://attwireless.com/officeonline) to add Office Online to your existing account.

## USE YOUR BUSINESS E-MAIL

### MICROSOFT OUTLOOK CRADLE SYNCHRONIZATION

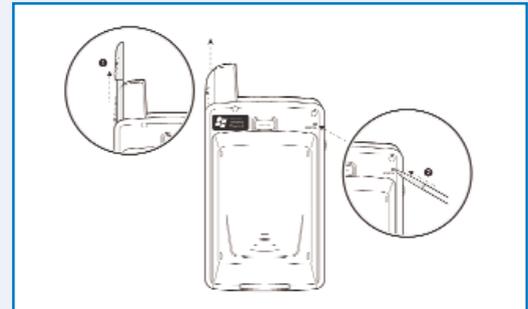
You can keep your Pocket Outlook data up-to-date by synchronizing the device with your Outlook data on your PC. Once the ActiveSync software is installed on your PC, connect the cradle to your PC through the USB port. Once your PC has detected the cradle, insert your device into it. The ActiveSync Setup Wizard will walk you through setting up a partnership between your device and your PC. See the System Procedures section in the User's Guide for more information.

For AT&T Wireless E-Mail Business Solutions, contact your AT&T Wireless Sales Representative or call 866-429-7222.

### OFFICE ONLINE

Office Online software allows you to wirelessly access your Microsoft® Outlook® or Lotus Notes office e-mail, calendar and contacts when you're on the go. This convenient service comes in two versions: Pro and Premier. Everything you do with Office Online while you are mobile is reflected back on your desktop, so there's no need to sync up when you return to the office. Office Online is easy to install and use – set-up takes just minutes. Once the software is on your office PC, accessing information on your wireless device is easy and intuitive.

# What You Need To Know



# What You Need To Know

## HARD RESET

A hard reset will cut off power to your device. This will erase all records and entries, delete all programs you have added, and restore the device default factory settings. Never perform a hard reset unless a soft reset does not correct your problem. When you perform your next ActiveSync operation, you can restore any data that you previously synchronized to your computer or you can restore data that you have backed up to a storage card.

To perform a hard reset:

1. Press and hold the power button on the front panel of your device.
2. While holding down the power button, gently press the tip of the stylus to the reset button. The Confirmation message box appears.
3. Press the volume key up.

*NOTE: When you perform a hard reset, the current date and time will not be retained. Formats, preferences, and other settings are restored to their factory default settings.*

## TRANSFER YOUR CONTACT INFORMATION

Use the SIM Manager program on your device if you would like to transfer contact information from an existing GSM SIM. See the Sharing Contacts In SIM Manager section of the User's Guide.

## USING THE INBOX

Use Inbox to send and receive e-mail messages by doing either of the following:

- Synchronize e-mail messages with Microsoft Exchange or Microsoft Outlook on your computer.
- Send and receive e-mail messages by connecting directly to an e-mail server through an Internet service provider (ISP) or a network. You also can use Inbox to send and receive SMS; it supports 8 bits data with class 0, 1, 2, 3, as well as USSD (Unstructured Supplementary Service Data).

You can compose both e-mail and SMS from the Inbox of your PPC4100. Messages addressed to a mobile phone number will be sent via SMS; messages addressed to an e-mail address will be sent via e-mail. There are two types of e-mail that can be managed on your device. If you prefer to use both types, the Inbox supports multiple folders.

# What You Need To Know

## MICROSOFT OUTLOOK

With this method, your Inbox is updated each time you sync with your PC or corporate e-mail server. Upon each sync, any messages you have composed are sent and your Inbox will be updated with any new messages you have received. See the Inbox section of the User's Guide for more information.

## POP3/IMAP4

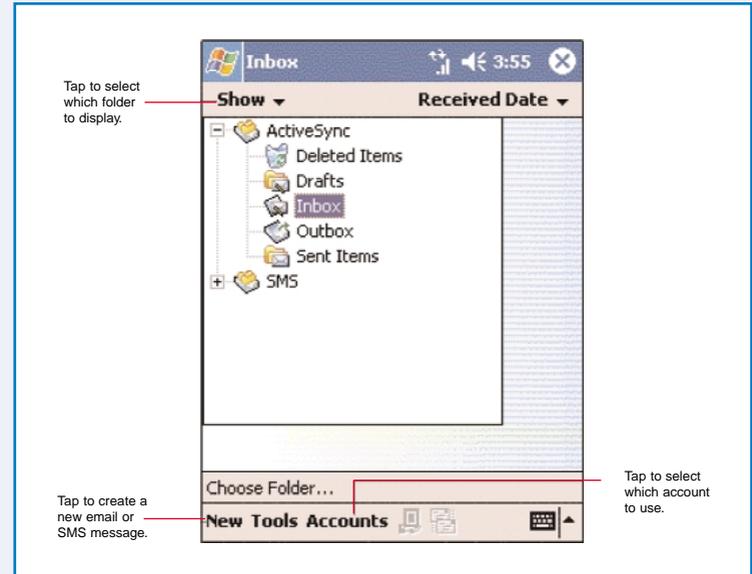
This method includes e-mail from providers such as Quest, Earthlink and attbi/Comcast. These e-mail services can be managed remotely using a wireless connection. Visit [www.attwireless.com/pocketpcsolutions](http://www.attwireless.com/pocketpcsolutions) for configuration instructions.

## TO OPEN INBOX

- Tap , then Inbox. Inbox will open to the Inbox folder navigator.

Synchronizing e-mail messages:

E-mail messages can be synchronized as part of the general synchronization process. You will need to enable Inbox synchronization in ActiveSync.



## FOR MORE INFORMATION:

Go to [www.attwireless.com/pocketpcsolutions](http://www.attwireless.com/pocketpcsolutions) for more information on your Audiovox PPC4100.

# What You Need To Know

# What You Need To Know

## Technical Specifications:

Network Frequency:	Tri-band GSM 850/1800/1900
Dimensions:	4.29" h x 2.69" w x .85" d
Weight:	Less than 5.6 ounces
Display:	3.5" TFT LCD, 240 x 320 QVGA Screen with 65K color

## Battery Specifications:

Standard Battery:	1480mAh Li Ion Removable Battery
Standby time:*†	Up to 100 hours stand by time
Talk time:*†	Up to 3 hours talk time
Data usage time:*†	Up to 5 hours data usage time
PDA:†	Up to 12 hours PDA usage only

\*Depends on network configuration, signal strength, and usage patterns. Network- and subscription-dependent feature. Not available in all areas.

†Battery performance is approximate.

## Minimum PC System Requirements:

Microsoft® Windows NT®  
Workstation 4.0 with SP 6 or later  
Microsoft® Windows® 98 or higher  
Microsoft® Internet Explorer 4.01 SP 1 or later  
12 to 65 MB available hard disk space  
USB or infrared interface and CD ROM drive



**AT&T** Wireless



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