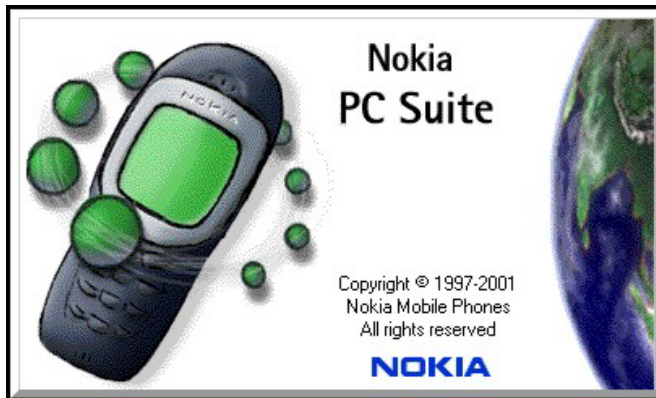


Nokia PC Suite 4.1 User Guide



and PC/PDA Connectivity Guide for Nokia 3320 and 3360

The wireless phone described in this guide is approved for use in TDMA and AMPS networks.

Legal notices

Part No. 9353654, Issue No. 1

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Important safety notes

All the safety instructions in your phone's user guide and computer also apply when this product is used with the phone.

Remember to make backup copies of all important data to protect against possible loss or alteration.

Do not point the infrared beam at anyone's eyes or allow it to interfere with other infrared devices.

To disconnect the cable from the phone, hold the connector and remove the cable.

Export Controls

This product contains commodities, technology or software exported from the United States in accordance with the Export Administration regulations. Diversion contrary to U.S. law is prohibited.

FCC/Industry Canada Notice

Your phone may cause TV or radio interference (for example, when using a telephone in close proximity to receiving equipment). The FCC or Industry Canada can require you to stop using your telephone if such interference cannot be eliminated. If you require assistance, contact your local service facility. This device complies with part 15 of the FCC rules. Operation is subject to the condition that this device does not cause harmful interference.

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1 Introduction

This guide provides you with the following information:

- installation instructions for Nokia PC Suite 4.1.
- the Nokia PC Suite 4.1 user guide.
- installation instructions for the Nokia Modem Setup application for 3320 and 3360.
- configuring your data/fax software for digital data calls (using your Nokia phone as a wireless modem).

• SYSTEM REQUIREMENTS

To install and run Nokia PC Suite 4.1, you need:

- Nokia 3320 or 3360 phone
- an Intel-compatible PC running Windows 95®, Windows 98®, Windows Millennium Edition® (ME), or Windows 2000® Professional
- at least 40 megabytes of free disk space
- an infrared port on your desktop PC or laptop computer
- a compatible PC Personal Information Manager (PIM) application for use with Nokia PC Sync

Note: Nokia Content Copier (a component of Nokia PC Suite) supports a variety of Nokia phones, some of which make their connection to a PC via serial cable. For a list of compatible phones and connection methods, please see "Compatible phones" on page 7.

• COMPATIBLE APPLICATIONS

Nokia PC Sync is compatible with the following Personal Information Manager applications:

Manufacturer	Application name/version
Microsoft	Schedule+ 7.0, 7.5 Outlook 97, 98, 2000 Outlook Express
IBM	Lotus Notes 4.5, 4.6, 5.0 Lotus Organizer 97, GS, 5.0, 6.0

• REQUIREMENTS FOR DIGITAL DATA CALLS

Before you can make digital data calls using your Nokia phone as a wireless modem:

- You must subscribe to digital data services with your service provider.
- Your phone must be powered up, and digital service must be available. Digital data calls are not available when roaming in an analog network.
- Your phone must be connected to your PC or handheld device via Infrared.
- Your data software must be running and must be configured to recognize your Nokia phone as the active modem (instructions to follow later in this document).

Note: This feature is available only if your service provider's network supports digital data calls. You may also be required to subscribe to digital data services. Please check with your service provider prior to sending or receiving digital data calls.

• PRINTING THIS GUIDE

You may also find it helpful to print this guide for future reference.

No other applications should be running during installation of PC Suite and the modem setup. Therefore, reading this guide using Adobe Acrobat reader during installation is not recommended. Printing a copy of this guide provides you access to the instructions during the installation process.

• ABBREVIATIONS

For the purposes of this user guide, the following abbreviations are used:

Abbreviation	Description
PC	Refers to both desktop and laptop computers
IR	Infrared
PIM	Personal Information Manager (PC-based software program)

• SAFETY NOTES

- 1 Please make backup copies of all important data to protect against possible loss or alteration.
- 2 When connecting to any other device, read its user guide for detailed safety instructions. Do not connect incompatible products.
- 3 To avoid any potential loss of data, you should not make or receive calls while synchronizing data between the phone and a PC.
- 4 Do not point the IR beam at anyone's eyes or allow it to interfere with other IR devices.

• INFRARED COMMUNICATIONS

When transferring information between your phone and PC using the various PC Suite applications, an infrared connection between phone and PC is required. The preferable distance between the two devices in an infrared connection is a range of three inches to three feet maximum. There must be no obstructions between the two devices and the IR ports of the two devices have to be pointing at each other.

Your Nokia phone is a Class 1 Laser Product.

Enable infrared communications

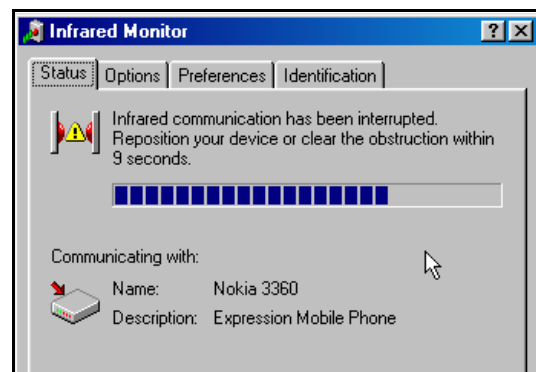
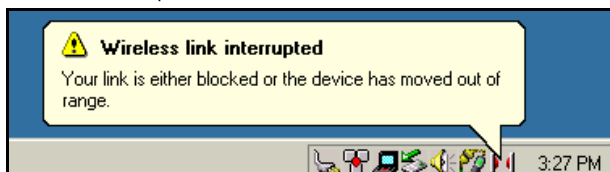
It is not necessary to enable infrared communications for users of Windows Millennium Edition (ME) and Windows 2000 prior to using this feature. The infrared port is always active.

If you use Windows 95 or Windows 98, you can use the infrared control panel to activate or deactivate infrared communications. During the PC Suite installation process, the installer application activates infrared communications on your PC. The infrared port on your PC remains active until you deactivate it.

To enable infrared communications on your phone, please refer to the infrared section in your phone's user guide.

Interruptions to infrared communications

Windows provides visual and audible notification when it senses an interruption to infrared communications between your phone and PC. Windows allows you to re-establish infrared communications between the two devices so it can re-send the data that was being transferred when the interruption occurred.



If the infrared connection between your phone and PC has not been re-established within 15 seconds, a "time-out" occurs, meaning Windows no longer searches for your phone and terminates the infrared connection.

2 Install Nokia PC Suite 4.1

Nokia PC Suite 4.1 is a collection of powerful tools that you can use to manage your phone's features and data. PC Suite consists of the following components:

- **Nokia Content Copier** allows you to copy data between two Nokia phones, to back up your phone's data to your PC, and erase data from your phone.
- **Nokia Connection Manager** allows you to monitor the IR connection between your phone and PC and switch to a different type of connection (cable vs. infrared) when copying data from one phone to another.
- **Nokia PC Composer** allows you to create new ringing tones for your phone.
- **Nokia PC Sync** allows you to synchronize contacts and calendar items between your phone and PIM applications such as Microsoft Outlook and Lotus Organizer.

• IMPORTANT NOTE FOR WINDOWS ME USERS

Your phone also functions as a wireless modem and is designed to be detected by Windows Plug and Play. During the PC Suite installation process, you are prompted to enable infrared communications on your phone, then align the infrared ports of the 2 devices.

Because infrared is always active on your PC (including automatic software installation for Plug and Play devices), the Windows Add New Hardware Wizard detects your phone as a new hardware device during the PC Suite installation. This interferes with the PC Suite software installation process.

Before installing PC Suite

Nokia recommends that Windows Me users perform the modem installation prior to installing PC Suite. Please see "3320/3360 modem setup" on page 19 and perform this task prior to installing Nokia PC Suite. Once you have performed the modem installation, you may continue with the installation instructions below.

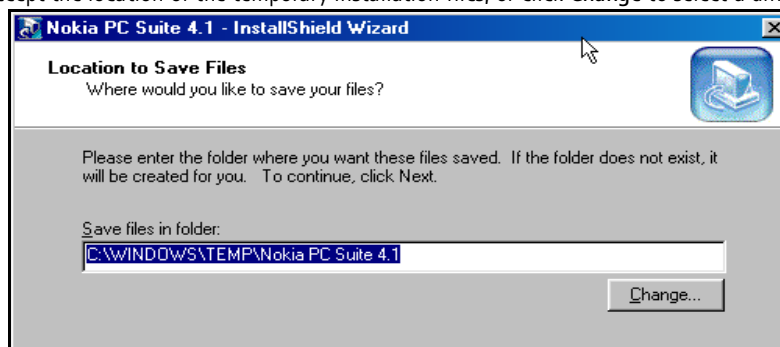
• PC SUITE INSTALLATION INSTRUCTIONS

Nokia suggests that you download the setup application to a location of your choosing, rather than trying to run the application from its current location.

Note: Download time for this file (16 mb) may vary, depending on the type of Internet connection you have (dial-up vs. DSL/cable), connection rate, and Internet traffic.

Once the software download is complete:

- 1 Double-click the installation file **PC Suite 4.1.exe**, located on your hard drive.
- 2 Click **Next** to accept the location of the temporary installation files, or click **Change** to select a different location.



- 3 Click **Next** to begin the software installation wizard, then click **Yes** to accept the end-user license agreement.
- 4 Review the safety notes, then click **Next**.

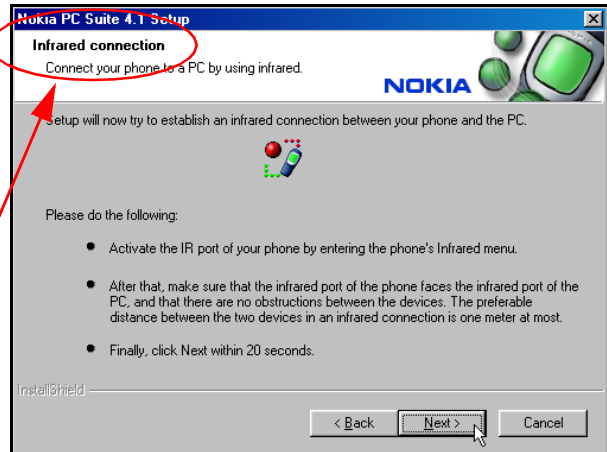
- 5 .Click **Next** to install all PC Suite components, or clear the check boxes of the components you do not want to install.
- 6 Select the language you wish to use with PC Suite, then click **Next**.

Note: If you have a PIM application installed on your PC (Outlook, Lotus Organizer, etc.) and you want to use it with Nokia PC Sync, it is recommended that you select the same language used by your PIM.

- 7 Follow the instructions provided on the **Infrared connections** screen.
- 8 Continue through the installation wizard, then click **Finish** to restart your PC.

CHANGE LANGUAGE

The language chosen during installation for PC Suite applies to all of the PC Suite components and Help applications. If you need to change PC Suite to a different language, you must reinstall PC Suite.



2

• UNINSTALL PC SUITE

If you need to remove PC Suite (including all components), please use **Add/Remove Programs** (located in **Control Panel**). Remember to close any PC Suite applications that are running before you begin.

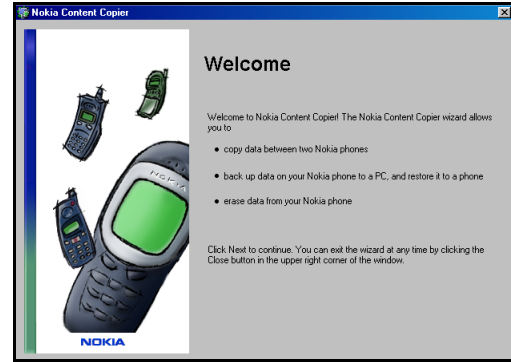
TO REMOVE PC SUITE 4.1:

- 1 Click **Start**, point to **Settings**, then click **Control Panel**.
- 2 Double-click **Add/Remove Programs**.
- 3 Scroll through the list of installed applications, then click **Nokia PC Suite 4.1**.
- 4 Click the **Add/Remove** button.
- 5 Click **Remove** from the Nokia PC Suite Setup window, then click **Next**.
- 6 Follow the on-screen instructions until the setup wizard has completed removing the program.
- 7 Restart your computer to complete the removal process.

3 Nokia Content Copier

Nokia Content Copier is a powerful application that allows you to perform the following tasks:

- Copy data from a compatible phone to your 3320/3360 (or between 2 Nokia 3320/3360 phones).
- Back up your phone's data to your PC and then restore the data back to your phone.
- Erase data from your phone.



• COMPATIBLE PHONES

One of the most powerful features of this application is its support of other compatible phones. This capability is especially useful if you are upgrading to a new handset and want to transfer data from your old phone to your new one. You can also use this application to transfer information between other 3320/3360 phones in your family.

The following table shows a list of phones compatible with Nokia Content Copier (other than 3320 and 3360), as well as the method of connection to the PC:

Nokia model:	Method of connection:
5190	DAU-9P serial cable
6190	DAU-9P serial cable
7160	DLR-3P serial cable and IR (infrared)
7190	DLR-3P serial cable and IR (infrared)
8290	IR (infrared)
8890	IR (infrared)

Important: Content Copier does not support copying data between any of the phones listed above. Data can only be read from these phones, then copied to 3320/3360.

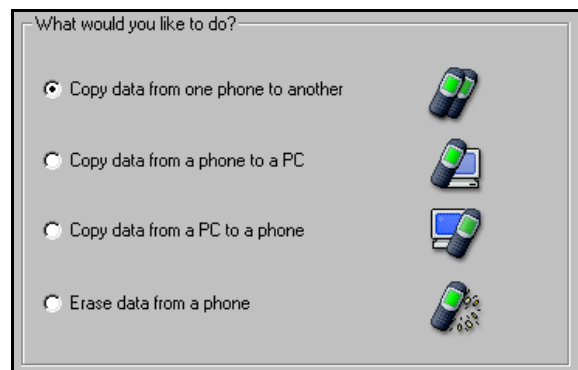
Note: Nokia Content Copier does not support certain 5100 and 6100 series phones. For more information on specific models of incompatible phones, please see "Other phones" on page 9.

• CONTENT COPIER BASICS

Nokia Content Copier application utilizes wizards to help you perform the tasks listed above. If you are copying data from one of the compatible phones above using the data cable, please make sure the phone is connected to your PC via cable before you begin.

Content Copier is driven by wizards that lead you through the various tasks. Launch Content Copier from the Start Menu (**Start - Programs - Nokia PC Suite 4 - Content Copier**), then select the task you would like to perform. Follow the on-screen instructions to complete the task you want to perform.

The following pages contain basic information and tips on using Nokia Content Copier.



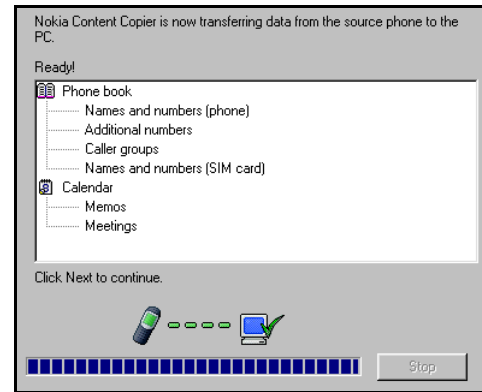
Note: Please be aware that many of the compatible phones have features not found in 3320/3360. While it may be possible to read this information into your PC and save it, you may not be able to transfer incompatible data types (example: To do list items) to your 3320/3360.

Important: Windows Millennium Edition (ME) users have no way of disabling the Plug and Play software installation of your Nokia phones as a wireless modem. Windows ME launches the Add New Hardware Wizard immediately upon detection of your phone via Infrared. Before proceeding with any Content Copier tasks, please click the Add New Hardware Wizard's Cancel button. 3320/3360 users should have already performed the modem installation instructions, found on page 19.

Copying information from the source phone

If you select either the **Copy data from one phone to another** or **Copy data from a phone to a PC** options, Content Copier will transfer all compatible data types (Phone book, Calendar, To Do, Caller groups, etc.) from the compatible phone (or "source" phone).

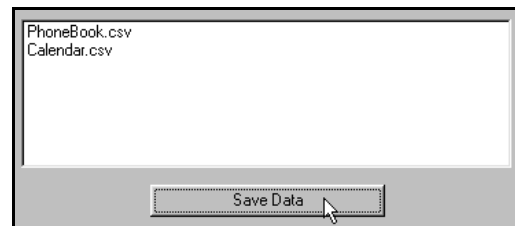
- If you are copying the data from the source phone to your Nokia 3320 or 3360, the data is stored in your PC's memory temporarily. Once you have connected your 3320/3360 ("target" phone) via infrared, Nokia Content Copier transfers the information from temporary storage into your phone.
- If you are copying your phone's data and want to save it on your PC, Nokia Content Copier guides you through the process of saving the information to a comma-separated value text file (.csv) on your PC's hard drive.



SAVE THE SOURCE PHONE DATA

Once the source phone's data has been read, Content Copier allows you to save the information to your PC's hard drive. Click the **Save Data** button, then navigate to the location on your hard drive where you want to store the information.

Nokia Content Copier automatically names the files for you, based on the type of data that is read from the source phone.



Nokia Connection Manager

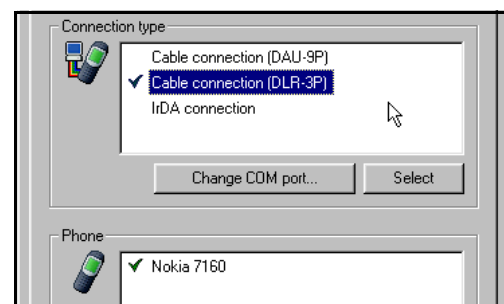
You may need to use Nokia Connection Manager to select the type of connection you want Content Copier to use during various stages of the process. For example, if you select **Copy data from one phone to another**, and the source phone uses a serial cable, click Content Copier's **Connection** button to launch Connection Manager. Then select the correct cable option for the source phone.



To switch connection type while using Content Copier:

- 1 Establish the appropriate connection between your phone and PC (via IR, DLR-3P, or DAU9-9P), then click the **Connection** button.
- 2 Click the desired connection type, then click **Select**.
- 3 Allow Nokia Connection Manager to detect your phone.
- 4 Click **OK** to return to Nokia Content Copier.

Note: If your phone is not detected right away, switch to one of the other connection types, then back to the desired connection type. This forces Connection Manager to redetect your phone.

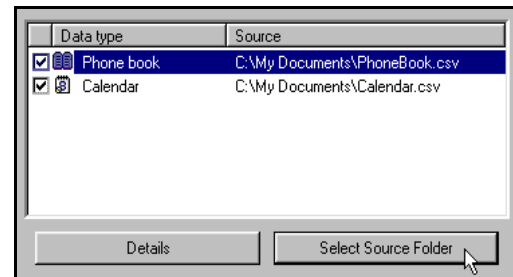


Note: If you are copying data from one phone to another and the source phone uses an infrared connection, stop the infrared connection between phone and PC. Allow the Windows warning message regarding interrupted infrared communications to completely time-out before aligning your 3320/3360 with your PC's infrared port. By doing so, you allow Connection Manager to detect your 3320/3360 more quickly.

Copying information to the target phone

Before you can copy information to the target phone, you need to load the information into the PC's memory.

- If you selected **Copy data from one phone to another**, you should have already gone through the steps needed to read information from the source phone.
- If you selected **Copy data from a PC to a phone**, you should have already saved the source phone's data to your PC via the **Copy data from a phone to a PC** option. Click **Next**, then click the **Select source Folder** button. Locate the data (.csv) file containing the information you want to use.



Once the source phone's information has been read into your PC's memory (or loaded from your PC's hard drive), you are asked to determine the types of information you want copied into your 3320/3360. The compatible data types are displayed along with the ability to select the types of data you wish to transfer.

Use the check boxes next to the data types to select or deselect the information you want to copy to your phone, then click **Next**.

Nokia Content Copier log

When you have successfully completed one of the Nokia Content Copier tasks, the **Finish** screen is displayed along with a log of the tasks that were just performed. At the **Finish** screen, you have the following options:

- Click **Save** to save the log (.LOG) file to your PC's hard drive.
- Click **New Action** to return to the beginning of the Nokia Content Copier wizard.
- Click **Finish** to exit Nokia Content Copier.

• OTHER PHONES

Due to software and hardware differences between generations of phone technology, the following phones are not compatible with Content Copier:

Protocol	Nokia model number
TDMA	5120, 5125, 5160, 5165 6120/6120i, 6160/6160i/6160m 6161/6161i, 6162/6162i/6162m, 8260
CDMA	3280, 3285 5170/5170i, 5180/5180i, 5185 6180/6180i, 6185/6185i
GSM1900	3390, 3395

4 Nokia PC Composer

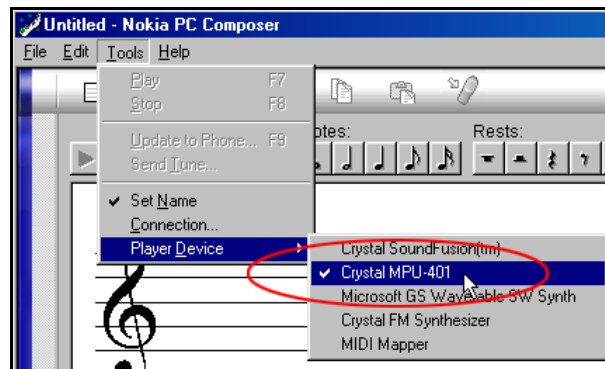
Nokia PC Composer allows you to create new ringing tones for your 3320 or 3360 phone. Once you create a new ringing tone, you can transfer it to your phone via infrared.

PC Composer also allows you to open Standard MIDI files (type I), edit them, and convert them to ringing tones. You can save your ringing tones as either .mid (MIDI) or .ott (ringing tone) file formats on your PC's hard drive.

PC hardware setup

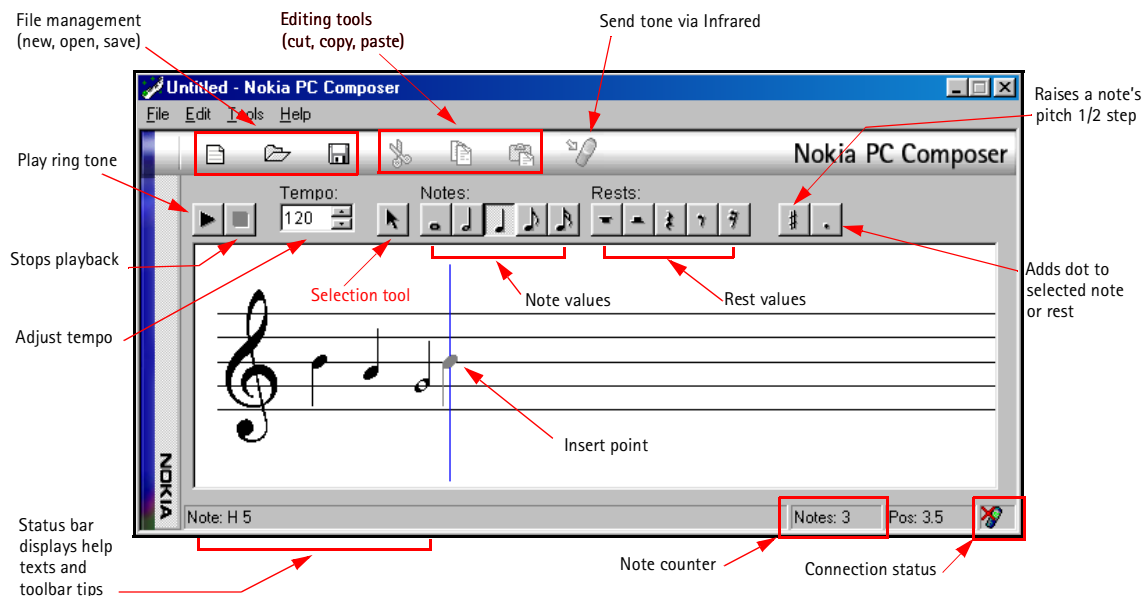
PC Composer "plays" the notes as they are written to the music staff. You can also play back the entire composition. Before you begin writing, you must select your PC sound card's MIDI playback device.

- 1 Click **Start**, point to **Programs**, point to **Nokia PC Suite**, then click **Nokia PC Composer**.
- 2 Click **Tools**, point to **Player Device**, then click the option for your sound card's internal MIDI playback device.



Once your MIDI playback device is set, you can hear each note as it is added to the staff or the entire ringing tone (when you click the Play button).

• TOUR OF PC COMPOSER




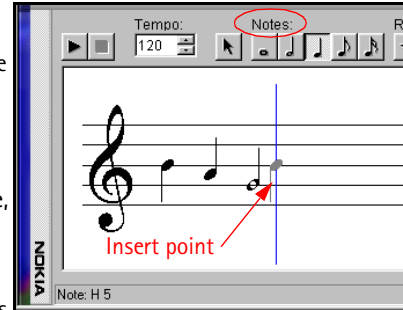
You can launch PC Composer without having an infrared connection between the phone and your PC. The connection status indicator displays the status of the connection between your phone and PC.

• COMPOSE A NEW RINGING TONE

Your new ringing tone can consist of up to approximately 70 notes and rests. The phone discards any notes or rests beyond 70. Use the note counter to the right of the Status Bar to monitor the length of your new ringing tone.

CREATE A NEW RINGING TONE

- 1 Launch Nokia PC Composer (click Start, point to Programs, point to Nokia PC Suite, then click Nokia PC Composer).
- 2 Click the appropriate note (or rest) button.
- 3 Using the insert point, click the desired line or space on the staff (result: the note is placed on the staff, and is played by your PC's sound card).
- 4 Continue entering the desired notes and/or rests until you have completed your new tune.
- 5 Click the Play button  to replay the ringing tone from the beginning.




4

Edit a ringing tone

You can edit the pitch or duration of the notes already entered on the music staff.

CHANGE THE PITCH OF A NOTE

- 1 Click the Selection tool button  on the toolbar.
- 2 Move the cursor over the note you wish to change (result: the arrow cursor changes to a hand)
- 3 Drag the note up or down on the staff to the correct location.



CHANGE THE DURATION OF A NOTE OR REST

- 1 Click the desired note button (or rest button) on the toolbar.
- 2 Move the cursor over the note or rest you wish to change (result: insert point appears)
- 3 Click the note or rest to replace it with the new note value.

Delete notes and rests

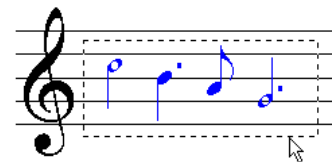
You can delete a wrong note/rest or group of wrong notes/rests at any time.

DELETE A SINGLE NOTE/REST

- 1 Click the Selection tool button on the toolbar.
- 2 Click the note or rest you want to delete, then press your keyboard's Delete (DEL) button.

DELETE MULTIPLE NOTES/RESTS

- 1 Click the Selection tool button on the toolbar.
- 2 Draw a bounding outline (marquee) with the mouse around the group of notes or rests you want to delete (result: the group of notes are highlighted in blue).
- 3 Press your keyboard's Delete (DEL) button.



Save your new ringing tone

When you are ready to save your new ringing tone, click the Save button on the toolbar. Use the Save as dialog box to set file name and location to save the new file. Default file type for your new ringing tone is .mid (MIDI). However, you need to save your work as OTA (ringing tone) format (.ott) before sending your new ringing tone to the phone. Use the Save as type drop down box to select the desired file type.

Note: You can create and save as many new ringing tones as you have space on your hard drive. However, your phone can only hold up to 10 new ringing tones at any given time.

• TRANSFER RINGING TONE TO YOUR PHONE


Once you have created a new ringing tone and have saved it to your PC, you can transfer the tone to your phone using infrared. When your phone receives the new ringing tone, it will display the message New ringing tone received. Press the Options key and scroll to the following options:

- **Play** – plays the new ringing tone
- **Save** – saves the ringing tone to your phone
- **Discard** – discards the new tone and returns you to the Start screen.

Transfer via infrared

Before transferring the ringing tone to your phone, make sure you have established an infrared connection between your phone and PC. Check the status indicator in the lower right corner of the PC Composer window to verify the status of your connection.

Important: Make sure the **Set Name** option from the **Tools** menu is checked/enabled. This feature automatically prompts you to name your new ringing tone before transferring it to your phone. If this feature is disabled, all new ringing tones are stored as **Nokiatune**.

To transfer your ringing tone, click the **Update to Phone** button on the toolbar  (or select **Update to Phone** from the **Tools** menu).

• RINGING TONES FROM MIDI FILES

Nokia PC Composer allows you to open Standard MIDI files, then convert the data to ringing tone format. Now you can carry your favorite PC MIDI file as a ringing tone in your phone.

About Standard MIDI files

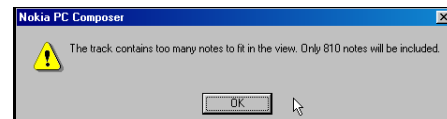
Standard MIDI files of popular music frequently consist of multiple instruments (bass, drums, organ, etc.). Typically, there is also a track dedicated to the song's melody. There are two types of Standard MIDI files:

- **Type 0 files** – 1 track of MIDI data containing all the various instruments; each instrument assigned to different MIDI "channel."
- **Type 1 files** – each instrument has its own dedicated track and MIDI channel. Track/instrument names are embedded in the file as text information.

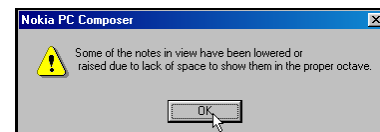
PC Composer's interface interprets the multiple track information and allows you to choose the correct track or instrument.

Before you begin

If the MIDI sequence you want to use contains too many notes, the following error message is displayed when trying to open the file:




Nokia PC Composer processes MIDI notes in octave 5 and 6 of the MIDI keyboard. If your MIDI sequence contains notes outside this range, the following error message is displayed when opening the file:

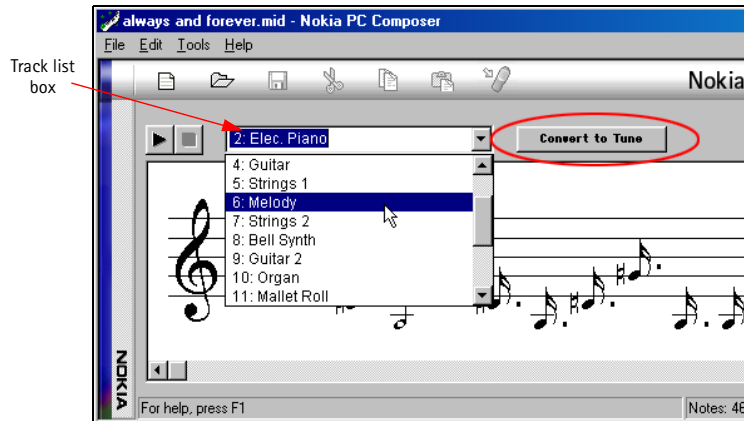


OPEN A STANDARD MIDI FILE

To open a MIDI file:

- 1 Click the **Open** button  (or select **Open** from the **File** menu).
- 2 Locate the MIDI file you want to use as a ringing tone, then click **Open**.

- 3 Use the Track list box's drop-down arrow and locate the desired track.



- 4 Click the Convert to Tone button to convert MIDI information to ringing tone format.

Edit and save

You may need to edit the converted MIDI information (adjust note lengths, remove extra rests, etc.) so that the tune plays correctly. For more information on editing a ringing tone, please refer to "Edit a ringing tone" on page 11.

When you have completed editing the ringing tone, you can save your work in ringing tone (.ota) format, and send the new tone to your phone. For more information on saving, please refer to "Save your new ringing tone" on page 11. For more information on sending a ringing tone to your phone, please refer to "Transfer via infrared" on page 12.

5 Nokia PC Sync

Nokia PC Suite allows you to synchronize the contact and calendar information in your PC's Personal Information Manager (PIM) software and your Nokia mobile phone. You can use Nokia PC Sync to keep information up-to-date in both locations.

PC Sync supports a variety of PIM applications, including Microsoft Outlook, Outlook Express, and Lotus Organizer. PC Sync also offers a wide variety of synchronization options so that you can personalize the way you want your information managed.

Warning: To avoid any potential loss of data, you should not make or receive calls while synchronizing data between the phone and your PC. Nokia PC Sync cannot be used while a data call is in progress. Likewise, you cannot initiate a data call while synchronizing data with PC Sync.

Important: Remember to make backup copies of all important data to protect against possible loss or alteration.

• CONFIGURE PC SYNC

The first time you run Nokia PC Sync, you must configure PC Sync to work with your PIM application. Once you have customized PC Sync, you can proceed with synchronizing your PIM data with your phone.

- 1 Establish an infrared connection between your phone and PC.
- 2 Launch Nokia PC Sync (click **Start**, point to **Programs**, point to **Nokia PC Suite**, then click **Nokia PC Sync**).
- 3 Select your PIM application from the drop-down list, then click **OK**.
- 4 Click the **More** button to view a summary of current/default settings.

Set general synchronization properties

- 1 Click the **General** tab, then select the information you want to synchronize.
Note: Calendar items are synchronized with your phone's Reminders menu.
- 2 Click the desired option for automatic synchronization (example: **Every connection**).

- 3 Click the **Advanced** button to specify additional options, including resolving synchronization conflicts (see below)

SYNCHRONIZATION CONFLICTS

A synchronization conflict occurs when you change or edit a contact or reminder in both your phone and PIM between synchronization sessions. By default, PC Sync resolves the conflict by treating your phone as the correct information source.

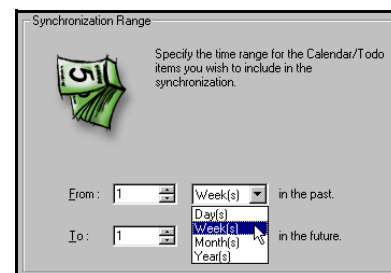
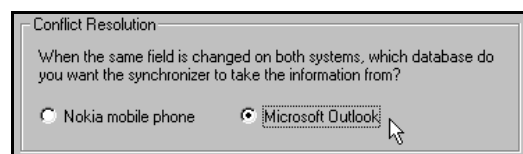
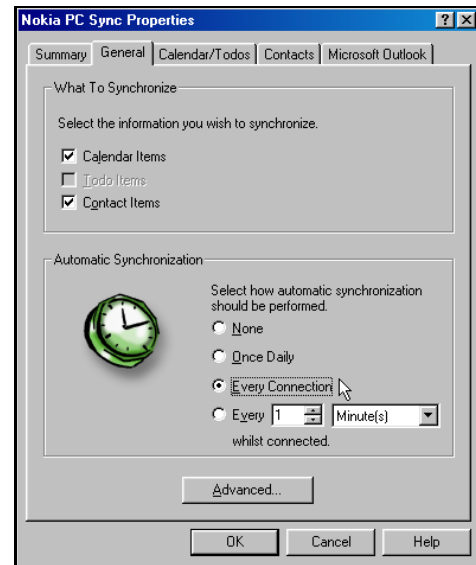
To change conflict resolution properties, click the option associated with your PIM application.

Set Calendar and Contacts properties

Your PIM application's storage capabilities are much more extensive than those of your phone. Use the Calendar and Contacts tabs to define the kinds and amount of information synchronized.

For more information about the capacity of your phone's phone book and reminder list, please refer to the technical specifications section of your phone's user guide.

- 1 Click the **Calendar/To do** tab.
- 2 Use the drop-down lists to define the range of time PC Sync uses during synchronization.



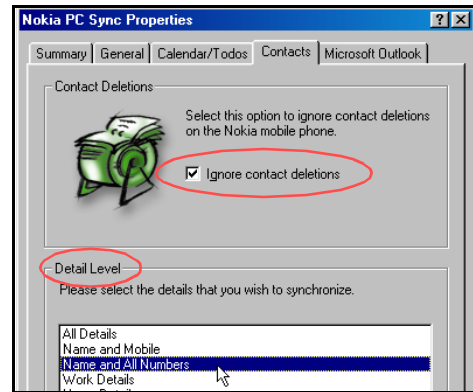
- 3 Click the **Contacts** tab.
- 4 Select the details you want synchronized with your phone.

CONTACT DELETIONS

By default, contacts deleted from your phone are not deleted from your PIM when you synchronize. If you accidentally delete a contact from your phone, you can restore it by synchronizing again.

Deselecting the **Ignore contact deletions** option instructs PC Sync to permanently delete the corresponding contact in your PIM. Choose this option *only* when you are certain you want PC Sync to delete the PIM contact (and all details) associated with the deleted phone book entry.

Warning: This action cannot be undone!



Set PIM properties

The last properties tab is labeled with the name of your PIM application. Use this properties tab to modify how PC Sync communicates with your PIM's resources. For example, if the number of contacts in your PIM application exceeds the phone's memory, you should consider creating a subset of your main contact database folder. Use this folder to store those names, numbers, and text information you want to appear in your phone book.

Then, use the PIM properties tab to select the location of the new folder containing the set of contacts you have defined for use with your phone.

Synchronizing for the first time

Once you have customized PC Sync for your uses, you are ready to synchronize your phone and PIM.

- 1 Click the **Summary** tab
- 2 Click the **Synchronize Now** button.
- 3 Observe the synchronization status indicator.
- 4 Click the **OK** button when notified that synchronization is complete.



Note: Please refer to the PC Suite Troubleshooting document in the event synchronization is not successful, or if PC Suite notifies you of errors. A link to this document can be found in the Nokia PC Suite Program Group.


• UNDERSTAND THE BASICS OF SYNCHRONIZATION

Nokia PC Sync remains running in the background after you synchronize for the first time. PC Sync places an icon in the **Task Bar** tray, indicating that the application is running. The colors of the icon change, depending on the status of the infrared connection between your phone and PC. Please refer to the examples below:



Exit PC Sync

Once setup and first synchronization is complete, you can either leave the program running in the background, or you can exit PC Sync. To exit PC Sync:

- right-click the PC Sync tray icon , then click **Exit**.

Start PC Sync

You have two options for launching Nokia PC Sync:

- on an as-needed basis from the **Start** menu
- automatically upon startup

TO ENABLE PC SYNC ON STARTUP

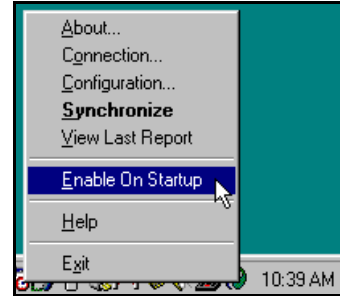
- 1 Establish an infrared link between your phone and PC.
- 2 Launch PC Sync from the Start menu.
- 3 Right-click the PC Sync tray icon, then click **Enable on startup**

View other PC Sync options

There are several other options available from the PC Sync options menu (from the tray icon). With the phone connected to your PC via infrared, right-click on the tray icon, then click any of the following options:

- **About** - to view information about the PC Sync program
- **Connection** - to check the status of the infrared connection
- **Configuration** - to modify current PC Sync settings (change frequency of synchronization, types of data synchronized, etc.)
- **Synchronize** - to initiate synchronization of data
- **View Last Report** - to view information about the last synchronization attempt
- **Help** - to launch the on-line Help files

To disable the auto start features, right-click on the PC Sync icon, then click **Enable On Startup** again.



• USE A DIFFERENT PIM

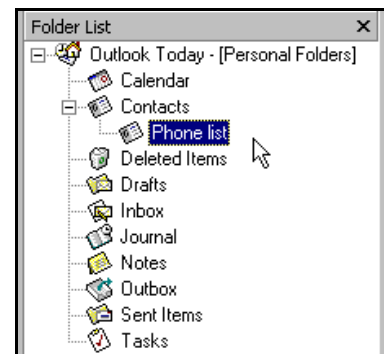
If at some point you change PIM applications or upgrade to a newer version of your current PIM, you must configure PC Sync to work with the new application. Select **New Synchronization** from the Nokia PC Suite program group, then follow the instructions on page 14.

• CREATING A CUSTOM CONTACT LIST

Users who have more than 200 names and numbers in their PIM should create a custom contact list or subset of their master contact list. Depending on the PIM application you use, you may need to create a new contact database file or create a new folder to store the custom contact list.

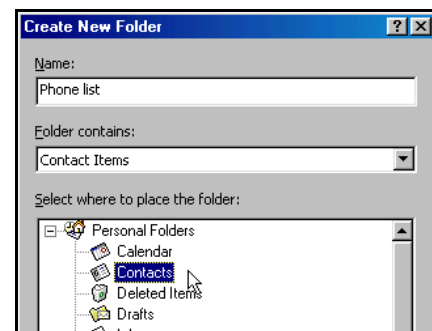
Outlook users

Outlook users can create folders and sub-folders in their Outlook database files. To create a custom contact list, first create a new folder to store contacts. Then copy the desired contact information from your main contacts folder to the new folder. PC Sync allows you to synchronize your phone with the Outlook contacts folder of your choosing.


**CREATE A NEW FOLDER FOR PHONE CONTACTS**

To create a new sub-folder for a custom contact list:

- 1 Click **File**, point to **Folder**, then click **New Folder**.
- 2 Type the name of your new folder (example: **Phone list**).
- 3 Click the **Folder contains** drop-down arrow, then click **Contact Items**.
- 4 Select a location for your new folder (example: click **Contacts** to make **Phone list** a sub-folder of your main **Contacts** folder).
- 5 Click **OK** to confirm your selection.

**COPY CONTACTS TO CUSTOM PHONE LIST**

To copy contact information into your new sub-folder:

- 1 Click the **Contacts** button on your Outlook bar. 
- 2 Select the contacts you want to appear in your custom list.

Tip: Hold the **CTRL** key to select multiple contacts that are not adjacent to each other.
- 3 Click **Edit**, then click **Copy** (or press **CTRL + C**).
- 4 Select your custom folder from the **Folder List** (example: **Phone list**), or press **CTRL + Y** to display **Go to Folder** dialog box.

- 5 Click **Edit**, then click **Paste** (or press **CTRL + V**) to paste copies of the selected contacts into the new folder.


Important: If you decide to use the drag-and-drop method between your main Contacts folder and the new custom folder, make sure to hold the **CTRL** key while dragging, then release the mouse button before releasing the **CTRL** key. Failure to use the **CTRL** key during drag-and-drop moves all selected contacts to the new folder.

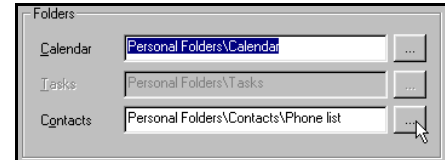
UPDATE PC SYNC'S OUTLOOK SETTINGS

To update PC Sync's settings to synchronize with your custom list:

- 1 Establish an infrared connection between your phone and PC.
- 2 Launch Nokia PC Sync from your PC's **Start** menu.

If you have PC Sync enabled on startup, right-click the PC Sync tray icon, then click **Configuration**.

- 3 Click the **Microsoft Outlook** tab.
- 4 Click the **Contacts** browse button , then select your custom folder. Click **OK** to confirm your selection.
- 5 Click the **Summary** tab, then click **Synchronize Now** to synchronize your phone and custom phone list.



5

Other PIM applications

Other PIM applications (such as Lotus Organizer) allow you to create a completely new database file using commands from the application's File menu. Once you create a new database file, copy the desired contact information from your main contacts file to the new contacts file. PC Sync allows you to synchronize your phone with the contacts file of your choosing.

CREATE A NEW DATABASE FILE (EXAMPLE: LOTUS ORGANIZER)

To create a new Organizer database file:

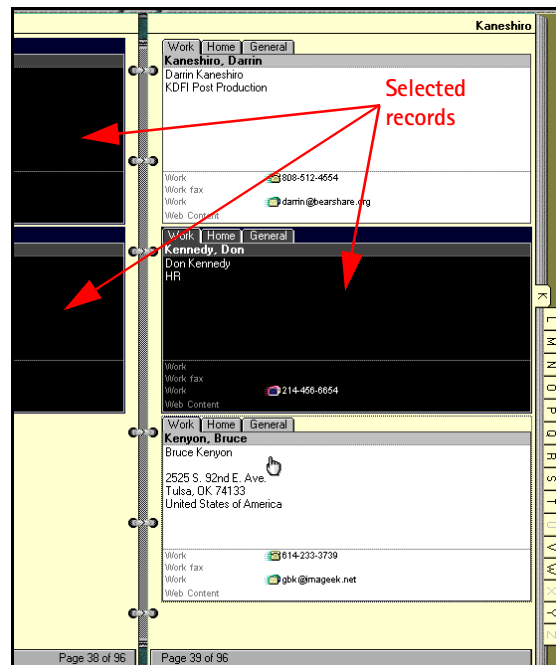
- 1 Launch Lotus Organizer.
- 2 Click **File**, then click **New**.
- 3 Click **File**, then click **Save As**.
- 4 Enter a name for your custom phone list (example: **Phone list**).

COPY CONTACTS TO CUSTOM PHONE LIST

To copy contact information into your new sub-folder:

- 1 From File Manager, open your default Organizer database (c:\lotus\work\organize\<filename>)
- 2 Click the **Contacts** tab, then click the desired alphabet tab.
- 3 Select the desired contacts for your custom list.

Tip: Hold the **CTRL** key to select multiple contacts that are not adjacent to each other.
- 4 Continue by clicking subsequent alphabet tabs and selecting the desired contacts.
- 5 Click the **Copy** button (or press **CTRL + C**).
- 6 Use the Windows Task Bar to switch back to your new contacts list, then click the **Contacts** tab.
- 7 Click the **Paste** button (or press **CTRL + V**) to paste copies of the selected contacts into the new list.




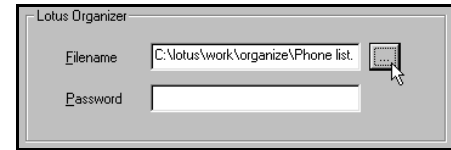
UPDATE PC SYNC'S LOTUS ORGANIZER SETTINGS

To update PC Sync's settings to synchronize with your custom list:

- 1 Establish an infrared connection between your phone and PC.
- 2 Launch Nokia PC Sync from your PC's **Start** menu.

If you have PC Sync enabled on startup, right-click the PC Sync tray icon, then click **Configuration**.

- 3 Click the Lotus Organizer tab.
- 4 Click the **Contacts** browse button , then select your custom folder. Click **OK** to confirm your selection.
- 5 Click the **Summary** tab, then click **Synchronize Now** to synchronize your phone and custom phone list.



• NUMBER FORMAT AND YOUR PIM APPLICATION

Your PIM application may automatically reformat phone numbers for dialing with GSM wireless phones (e.g. adding +1 to long-distance phone numbers). For example, a phone number outside of your home area code may be displayed in your PIM as follows:

+1 (800) 555-1234

When this number is synchronized with your phone, the + character is copied as a part of the phone number. Your wireless network does not recognize this special character as a valid part of the phone number.

Please make sure all numbers in your PIM are formatted correctly for use with your mobile phone by removing the + character from phone numbers.

6 3320/3360 modem setup

Your phone can function as a wireless modem when connected to your PC via Infrared. Once your phone is installed and configured properly, your phone works in conjunction with your existing data software, allowing you to connect to the Internet or check e-mail wherever you are.

Note: This feature is available only if your service provider's network supports digital data services. A subscription to these services may also be necessary. Please check with your service provider prior to making or receiving digital data calls.

PRIOR TO MAKING OR RECEIVING DIGITAL DATA CALLS:

- You must subscribe to digital data services with your service provider.
- Your phone must be powered up, and digital service must be available. Digital data calls are not available when roaming in an analog network.
- Your PC's infrared port must be configured properly (internal or external port).
- You must establish an infrared connection between your PC and your phone.
- Your data software must be running, and configured to recognize your Nokia phone as the active modem.

VIRTUAL COM PORTS

Hardware resources between your computer's physical COM ports and the infrared port are shared. Windows creates "virtual" COM ports to accommodate connections between your computer and infrared devices. If your infrared port uses COM1, your phone should be assigned to COM4; if your infrared port uses COM2, your phone should be assigned to COM5.

• DOWNLOAD MODEM DRIVER (WINDOWS 95, 98, AND ME)

Note: Windows 2000 Professional users, please see "Infrared and Windows 2000 Professional" on page 20 for more information on modem setup for your system.

During the modem installation process, Windows looks for software specific to the new device being installed. The modem driver for your phone can be found in the 3320/3360 product section of:

www.nokia.com

Since the **Add New Hardware Wizard** for *all* Windows operating systems searches the A:\ drive for device drivers first, Nokia recommends that you download this file and save it to a floppy diskette.

Note: If you choose to save the file to your hard drive, please make note of the path to the file as this information is required to complete the installation successfully. Depending on your operating system, locating this file on your hard drive may add additional steps to the install process.

• GETTING STARTED (WINDOWS 95, 98, AND ME)

Before you can make or receive digital data calls, you must do the following:

- 1 Establish an infrared connection between your PC and your phone.
- 2 Install your phone as a modem connected via infrared.
- 3 Configure your data software to use your phone as the active modem for data and fax calls.

Establish an infrared connection

The preferable distance between the two devices making an infrared connection is a range of three inches (7.5 cm) to three feet (.9 m) maximum. There must be no obstructions between the two devices, and the IR ports of the two devices must be pointing at each other.

ENABLE INFRARED COMMUNICATIONS ON YOUR PC AND PHONE

- 1 Double-click the **Infrared** icon in the **Control Panel** (Windows 95 and 98 only). Windows ME users, please go to step 4).

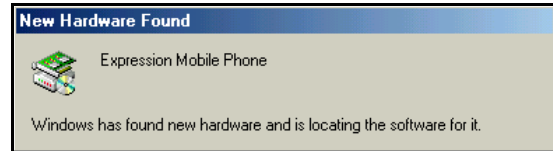
If this icon does not appear in the Control Panel, see "Install infrared support for Windows 95" on page 20.



Tip: Windows 98 users can also launch the Infrared Monitor by double-clicking the **Infrared Monitor** icon in the system tray.



- 2 Click the **Options** tab, then select **Enable infrared communication**. Verify that the install software option for Plug and Play devices is selected.
- 3 Click **Apply**, then click the **Status** tab.
- 4 On your phone, press **Menu**, scroll to **Infrared**, then press **Select**.
- 5 Align the infrared ports of both devices.
- 6 When a successful infrared connection has been made, the infrared monitor indicates that your phone has been found.



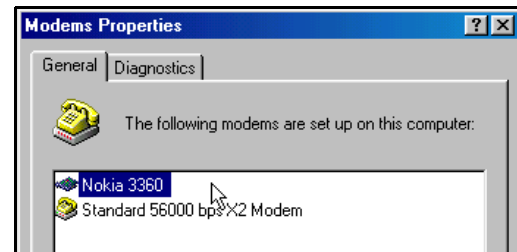
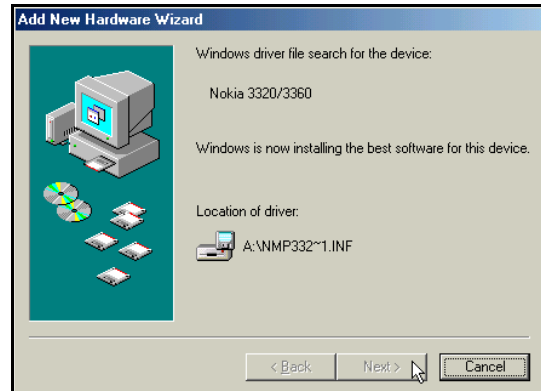
Modem installation

The Windows Add New Hardware Wizard launches immediately after the infrared monitor displays the connection status between phone and PC.

To complete modem installation:

- 1 Insert the floppy diskette containing the modem driver file when the Add New Hardware Wizard screen appears.
- 2 Click **Next** as necessary until Windows asks you for the location of the modem driver file.
- 3 Select **A:** or the floppy drive option (as necessary), then click **Next**.
- 4 The Wizard indicates it has located the correct software for your phone. Click **Next** to finalize the installation.
- 5 Click **Finish** when Windows informs you that it has installed the device successfully.
- 6 Verify that your Nokia phone connected via infrared appears in the list of modems.

Complete the process by configuring your data software to work with the new infrared modem configuration. For more information, refer to "Configure your data software" on page 22.



• INSTALL INFRARED SUPPORT FOR WINDOWS 95

If you have the first releases of Windows 95, you may not have the most recent files to support infrared. You may need to download the Windows 95 Infrared Support version 2.0. This software can be found in the software download section of Microsoft's web site:

www.microsoft.com

TO DETERMINE WHETHER YOU HAVE THE MOST RECENT WINDOWS 95 INFRARED SUPPORT SOFTWARE:

- 1 Double-click **Add/remove programs** in the Control Panel.
- 2 Scroll through the list of installed applications to find **Infrared Support for Windows 95 version 2.0**.
- 3 If this software is not listed, proceed to Microsoft's web site. Download and install the necessary files (w95ir.exe).

Note: For more information on installation and configuration of Infrared Support for Windows 95 version 2.0, please refer to the Readme files that accompany the update software.

• INFRARED AND WINDOWS 2000 PROFESSIONAL

Microsoft redesigned infrared implementation with the release of Windows 2000 Professional. In order for Windows 2000 users to make a serial connection between phone and PC via infrared, please download **Security Update, August 19, 2001** from:

<http://www.microsoft.com/windows2000/downloads/>

This security update can be located in the **Critical Updates** section of the Windows 2000 download site.

WINDOWS 2000 MODEM SETUP INSTRUCTIONS

- 1 Download and install the security update from Microsoft's web site, then reboot your PC.
- 2 On your phone, press **Menu**, scroll to **Infrared**, then press **Select**.

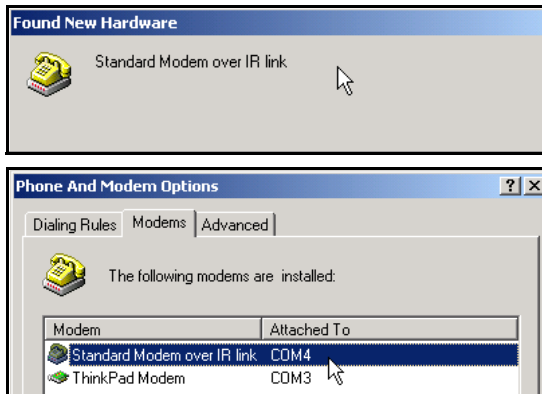
3 Align the infrared ports on your phone and PC.

When a successful infrared connection has been made, the infrared monitor indicates that your phone has been found. Windows 2000 installs your Nokia phone as **Standard Modem over IR link**.

Confirm successful installation of your phone via the **Phone and Modem Options** Control Panel. Use this new device with your data application (example: **Dial-up Networking**).

• **IR AND WINDOWS NT WORKSTATION 4.0**

Microsoft does not support infrared for Windows NT Workstation 4.0.



7 Configure your data software

• INTRODUCTION

Before you can use your phone to send and receive data calls, you must configure your data software so that it uses your phone rather than your existing modem. You may consider creating a separate set of dialing properties to use when your phone is connected to your computer, rather than changing any existing settings.

The following pages are designed to help you configure some of the more popular applications for use with your Nokia phone.

Dial-up Networking

You may be using Microsoft's Dial-up Networking feature to connect to your Internet service provider, or to make a remote connection to your corporate network (including dialing in to corporate E-mail server using programs such as Microsoft Mail, Microsoft Outlook, or Lotus cc:Mail).

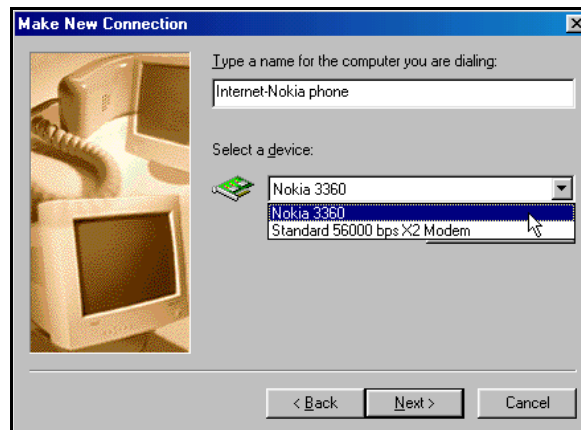
Rather than altering the existing configurations you use when dialing with your existing modem, consider creating a new connection exclusively for use with your Nokia phone (as detailed below).

BEFORE YOU BEGIN

You need the phone number for your Internet service provider or for your company's remote access server. When testing the new connection, you also need your user name and password.

Create a new connection

- 1 Double-click the **My Computer** icon, then double-click the **Dial-up Networking** folder.
Windows 2000 and Windows ME users: Click **Start**, point to **Settings**, then click **Dial-up Networking**.
- 2 Double-click the **Make New Connection** icon.
- 3 Type a name for your new connection (example: **Internet-Nokia phone**).
- 4 Click the drop-down arrow and select your Nokia phone as the modem to use, then click **Next**.



- 5 Enter the area code, telephone number, and country code (if necessary), then click **Next**.
- 6 Click **Finish** to save the new configuration in your Dial-up Networking folder.
- 7 Make sure to configure any necessary network parameters for this connection prior to dialing (IP address of DNS or WINS, etc.).

Note: For more information on configuring your network connection, please consult your Internet service provider or your company's help desk.

Connect to the network


Make sure you establish an infrared connection between your phone and PC before making a digital data call.

- 1 Double-click the new connection (example: **Internet-Nokia phone**).
- 2 Enter your user name and password, then click **Connect**.
- 3 Your phone will display **Connecting...** while establishing a connection. Once a successful connection has been made, **Data call** appears on the phone's screen.

Note: Your Windows operating system displays its normal series of messages while the connection is being established and verified.

Note: Your wireless service provider must support digital data for this feature to work. Contact your service provider to verify that this service is available in your area.

Notes about data calls

- Avoid terminating a call by pressing your phone's  key. This action may cause your data application to lock up temporarily and could cause loss of data.
- Data calls cannot be initiated using your phone's keypad. All data calls must be initiated using the data software.
- Any touch tones (DTMF tones) needed for calling cards, special long-distance access numbers, etc. must be programmed into the dialing string.

• OTHER DATA APPLICATIONS

There are several other types of telecommunications applications that can be used with your Nokia phone and your computer. Some of these include:

- **Terminal Programs** – used to connect to BBS services (bulletin board system) and mainframe or mini-mainframe computers. Quarterdeck's Procomm Plus, Microsoft HyperTerminal, Microsoft Works (Communications Module), R-Link, and P-Term are just a few examples of this type of program.
- **Remote Administration** – used to remotely access your home or office computer for file sharing or remote control. Symantec's PCAnywhere, McAfee's Remote Desktop and Reach Out, Farallon's Timbuktu, Claris' Apple Remote Access, and Attachmate's EXTRA! are a few examples of this type of program.
- **On-line Services** – used to access the Internet, or discussion and information forums within the service. On-line services provide their own proprietary software interface for accessing their service. *America Online*, *CompuServe*, *MSN (Microsoft Network)*, and *Prodigy* are just a few on-line service providers that use their own proprietary software.

Note: These examples are provided for your information only. Nokia does not endorse or provide support for any of the above applications or services.

REMINDERS!

Before you can use your Nokia phone with ANY data program, you must first do the following:

- Establish an infrared connection between your phone and PC.
- Use the data program's setup menu to set your Nokia phone as the active modem. Consult the program's User Guide or Help menu for more information.
- Review the information, "Requirements for digital data calls" on page 3.

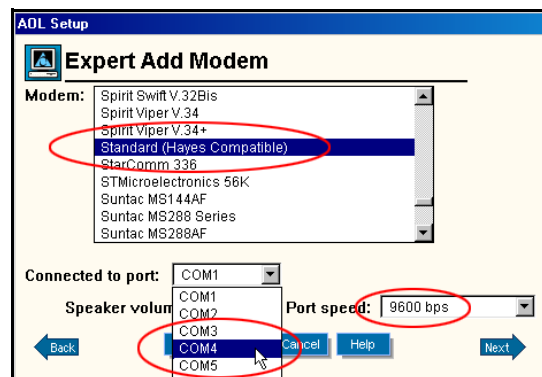
• FOR AMERICA ONLINE (AOL) USERS

Your America Online software can be configured to use your Nokia phone as a wireless modem.

MODEM SETUP

To add your Nokia phone as a new modem to AOL's connection setup:

- 1 From the **Sign On** screen, click **SETUP**.
- 2 Click **Expert Setup**, then click the **Modems** tab.
- 3 Click the **Expert Add** button.
- 4 Verify that **Modem (telephone line connection)** is selected as the type of connection device you want to add, then click **Next**.
- 5 Select **Standard (Hayes Compatible)** from the list of modems.
- 6 Select the COM port assigned to your PC's infrared COM port.
- 7 Set the port speed to **9600 bps**, then click **OK**.



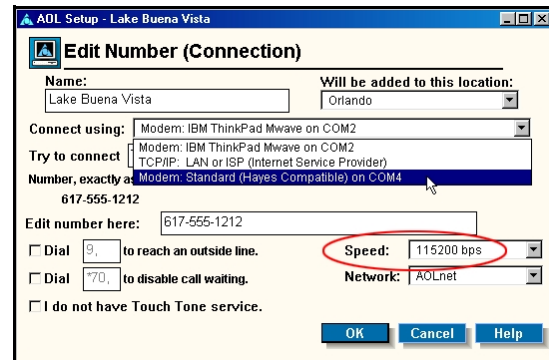
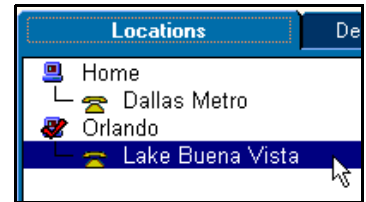
Modify "Locations"

Now that your Nokia phone is configured for use by the AOL software, you need to modify your Locations settings to use your Nokia phone as the active modem.

LOCATIONS SETUP

To modify an existing location:

- 1 From the Connection Setup screen, click the **Locations** tab.
- 2 Double-click the number for the location you wish to use with your Nokia phone.
- 3 Click the **Connect using** drop-down arrow, then click **Modem: Standard (Hayes compatible) on COM4**.
- 4 Click the **Speed** drop-down arrow, then click **9600 bps**.
- 5 Click **OK** to confirm your changes, then click **Close** to return to the **Sign On** screen.



8 Connect to devices using Palm® OS (operating system)

Note: The following instructions are based on Palm OS (operating system) software 3.3. For more information, please visit:

<http://www.palmos.com/>

It is possible to make an infrared connection between your phone and your Palm OS device and use it as a wireless modem to perform HotSync™ operations with your PC.

In addition, third-party software is also available that allows you to browse the Web, send and receive faxes, and send or receive e-mail directly to your Palm. Check your owners manual or the 3com web site for more information on third-party software.

<http://www.palm.com/>

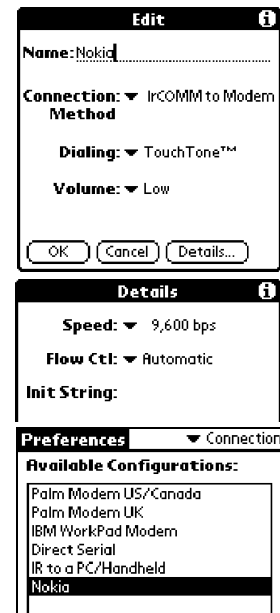
Note: To access the Internet, you must have an existing dial-up account with a full-service Internet provider or dial-up access to a corporate network. Connection to on-line services such as CompuServe or Prodigy are not available at this time.

Note: America Online provides a software program that allows you to check your AOL E-mail from your handheld device. For more information, type AOL keyword: **PDA**.

• CONNECTIONS PREFERENCES

Before you can make data calls using your Palm OS device and your Nokia phone, you need to create a new connection device in the **Connections** preferences folder.

- 1 Tap the **Applications** icon, then tap **Prefs**
- 2 Tap the **Categories** drop-down menu, then tap **Connection**.
- 3 Tap **New**. Enter the name of the new connection device (example: **Nokia**).
- 4 Click the **Connection Method** drop-down arrow, then click **IrCOMM to Modem**.
- 5 Click **Details**. Set speed to **9,600 bps** and flow control to **Automatic**. Click **OK** when finished, then click **OK** to close the **Edit** window.
- 6 Your new Nokia phone configuration should now appear in the list of **Connection** options, and is available to all applications that support a modem connection.



• TCP/IP DIAL-UP AND OTHER CONNECTIONS

Once you have a configuration for your Nokia phone, you can use that configuration with any existing TCP/IP or network preferences, as well as any stand-alone 3rd party E-mail, Web browser, or fax programs. Please consult your device's user guide or the software's documentation for more information on setup and configuration of Palm OS's TCP/IP or fax software.

Before you make a data call

Before initiating the data call from your Palm OS device, don't forget to enable Infrared communications on your phone, then align the infrared ports of the two devices.

Please also see "Requirements for digital data calls" on page 3.

9 Connect to devices using Microsoft PocketPC™ OS (operating system)

You can use your Nokia phone as a wireless modem with Pocket PC devices, then use these devices to check e-mail or browse the Web.

You may also be able to send and receive faxes from your Pocket PC device. However, this may require additional software from another manufacturer. Check your device's user guide, Web site, or the Microsoft Pocket PC Web site for more information on available software:

<http://www.microsoft.com/mobile>

Note: To access the Internet, you must have an existing dial-up account with a full-service Internet provider or dial-up access to a corporate network. Connection to online services such as CompuServe and Prodigy is not available at this time.

Note: America Online offers a software program that allows you to check your AOL E-mail from your handheld device. For more information, type keyword: **PDA**.


• CONFIGURE A MODEM CONNECTION

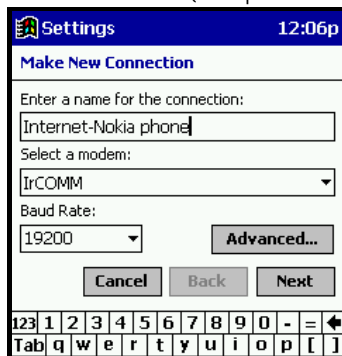
The procedure for creating a new modem connection for use with your Nokia phone is similar to that found in the various Windows desktop operating systems.

Important: You may need to first disable your Pocket PC's option that automatically begins synchronization when a serial cable or infrared connection is detected. For more information on this task, please consult your device's user guide.

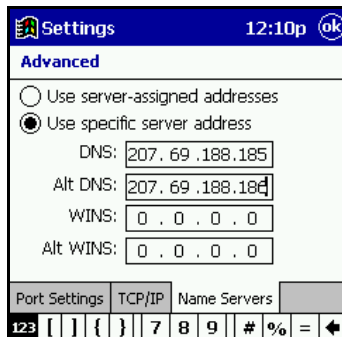
CREATING A MODEM CONNECTION

To create a new modem connection to your Internet service provider or corporate network:

- 1 Tap the **Start** icon , then tap **Settings**.
- 2 Tap the **Connections** tab, then tap **Modem**.
- 3 Tap **New Connection**, then enter a name for the connection (example: **Internet-Nokia phone**).

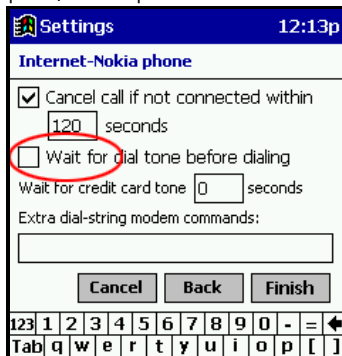


- 4 Click the modem selection drop-down arrow, then select the IrCOMM or Generic IrDA option.
- 5 Tap **Advanced** to access additional configuration properties for **Port Settings**, **TCP/IP**, and **Name Servers** (if required by your corporate network or ISP).



- 6 Tap **OK** to close the **Advanced** properties window, then tap **Next**.

- 7 Enter the area code (if necessary) and phone number, then click **Next**.
- 8 Tap **Wait for dialtone** to deselect this option, then tap **Finish**.




Your new dialing configuration is now visible in the **Modem Connections** list.

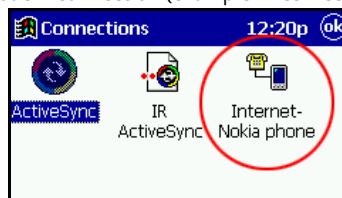
Note: You may need to click the **Dialing** tab and modify the way Pocket PC dials local, long distance, and international numbers. For more information on dialing patterns, consult your handheld device's documentation.



Use your new modem connection

To connect to your Internet service provider or corporate network:

- 1 Tap the **Start** icon , then tap **Programs**.
- 2 Tap **Connections**, then tap your new modem connection (example: **Internet-Nokia phone**).



- 3 Enter your user name, password, and domain (if necessary).



- 4 Click **Connect**. When you have successfully logged on to the network, the Pocket PC's status screen will show the message **Device Connected**.
- 5 Launch your browser or e-mail application.

Note: For information on how to configure the Pocket PC Web browser or e-mail software, please consult your device's documentation.

Before you make a digital data call

Before initiating the data call from your Pocket PC device, make sure you enable infrared communications on your phone, then align the infrared ports of the two devices.

Please also see "Requirements for digital data calls" on page 3.

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