SECURITY TIPS

If IT security policy is enforced during device or E-mail set-up

1. You may be prompted to enter the default security code **12345**
2. Press the **Function** key ⬚ twice to lock number mode
3. Enter **12345** and select **OK**
4. Press the **Function** key ⬚ again to unlock number mode
   NOTE: Once you have changed your security code, the default setting is no longer valid. If you changed your security code and do not remember the new code, contact your IT help desk

Activate remote lock

1. Press the **Menu** key ⬚ > **Settings** > **Config.** > **Security** > **Phone and SmartChip**
2. Scroll to **Allow remote lock** and press the joystick to switch it on
   NOTE: When setting this option, you must enter a remote lock message at least 5 characters long. To confirm it , enter your device lock code when prompted. To lock the device, send the remote lock message via SMS from another phone

NOKIA
E62

NOKIA
E62

Nokia for Business

Helpful Hints

NOKIA
Connecting People

GENERAL HINTS

Multi-task while on a call
1. While on a call, you can open any application
2. Press the **Menu** key, then scroll and open any application you wish to access

Quickly swap between profiles
1. Press the **Power** key
2. Scroll to your preferred profile – **Offline, Meeting, Silent,** etc.
   NOTE: You will still be able to read and compose E-mails

Use your Nokia E62 as an alarm clock
To set your alarm clock:
1. Press the **Menu** key > **Office** > **Clock**
2. Select **Options** > **Set alarm**

To silence calls and still hear the alarm:
1. Press the **Power** key
2. Change the profile to **Offline** or **Silent**

Customize the seven shortcut icons on the top of the Home (idle)
1. Press the **Menu** key > **Settings** > **Config.** > **Phone** > **Idle screen mode**
2. Scroll down to **Active idle apps**
3. Choose the shortcut that you want to change and select **Options** > **Change**
4. Scroll through the list of applications to choose an application

Customize the Own key
1. Press the **Menu** key > **Settings** > **Own** key
2. Scroll to each option – Top, Left, Middle – and choose which application you want to assign to each position
3. You can then press the **Own** key to quickly launch your favorite applications

Access media files quickly
1. Press the **Menu** key
2. Select > **My stuff**

Check your voice and data timers
1. Press the **Menu** key > **Log**
2. Scroll to and select which option you would like to view

Personalize your ringtone
1. Press the **Menu** key > **Settings** > **Profiles** > **Options** > **Customize** > **Ringing tone** > **Options** > **Change**
2. Scroll through the list to change your ringtone

MESSAGING HINTS

Access E-mail inbox
Press the **E-mail** key to access your E-mail inbox

Compose an E-mail
Press and hold the **E-mail** key to compose a new E-mail

Find a downloaded attachment you have saved
1. Press the **Menu** key > **Office** > **File manager**
2. Scroll to the file folder you wish to open

Select multiple E-mail messages for deletion
1. From your E-mail inbox or folders, press and hold the **Shift** key while pressing the joystick down to highlight multiple E-mail messages
2. After you have highlighted the E-mails you wish to delete, select **Menu** > **Delete** or press the **Backspace** key

WEB & NAVIGATION HINTS

Quickly launch the Web browser
1. Press and hold the **0** key
2. The browser will launch immediately

Zoom in & out in the Web browser
1. Press the **Function** key + * to zoom in
2. Press the **Function** key + # to zoom out

Quickly jump between open applications
1. Press and hold the **Menu** key to view your open applications
2. Scroll to and select the desired application – you will go there immediately

Find additional tips and software downloads
1. Visit http://www.s60.com/life/thisiss60/hintsandtips
2. Visit http://www.s60.com/life/application

VOICE & CALLING HINTS

Mute/unmute when on a call
1. Remain on the call
2. Select **Options** > **Mute** or **Unmute**

Vanity Dial – dial a phone number that contains letters and numbers
Example: 1-888-NOKIA2U
1. From the **Home(idle)** screen, enter **1-888**
2. Hold down the **Character** key while pressing the letter keys for **NOKIA2U**
3. Press the **Call** key to make the call
   NOTE: This will also work with Interactive Voice Response systems to look up a number by entering a person's name

Host a conference call
1. Dial your first participant
2. Add others by selecting **Options** > **New call** and entering the phone number you want to dial OR press **Find** to access your contact database
3. Once the new participant is on the line, press **Options** > **Conference**

Set Nokia E62 to announce callers' names when they call
1. Press the **Menu** key > **Settings** > **Profiles** > **Options** > **Customize**
2. Scroll to **Say caller's name** and switch to **On**
   NOTE: If the caller and the number they are calling from is listed in your contacts database, the Nokia E62 will read aloud the caller's name exactly as it appears in your contacts database

Use Nokia Voice Aid to hear Nokia E62 options read aloud
1. Press the **Menu** key > **Settings**
2. Scroll down to and select **Voice Aid** to hear your options read aloud
   NOTE: Voice Aid is a helpful function to use while walking or if sight-impaired. For faster access set Voice Aid as a shortcut on the Home (Idle) screen