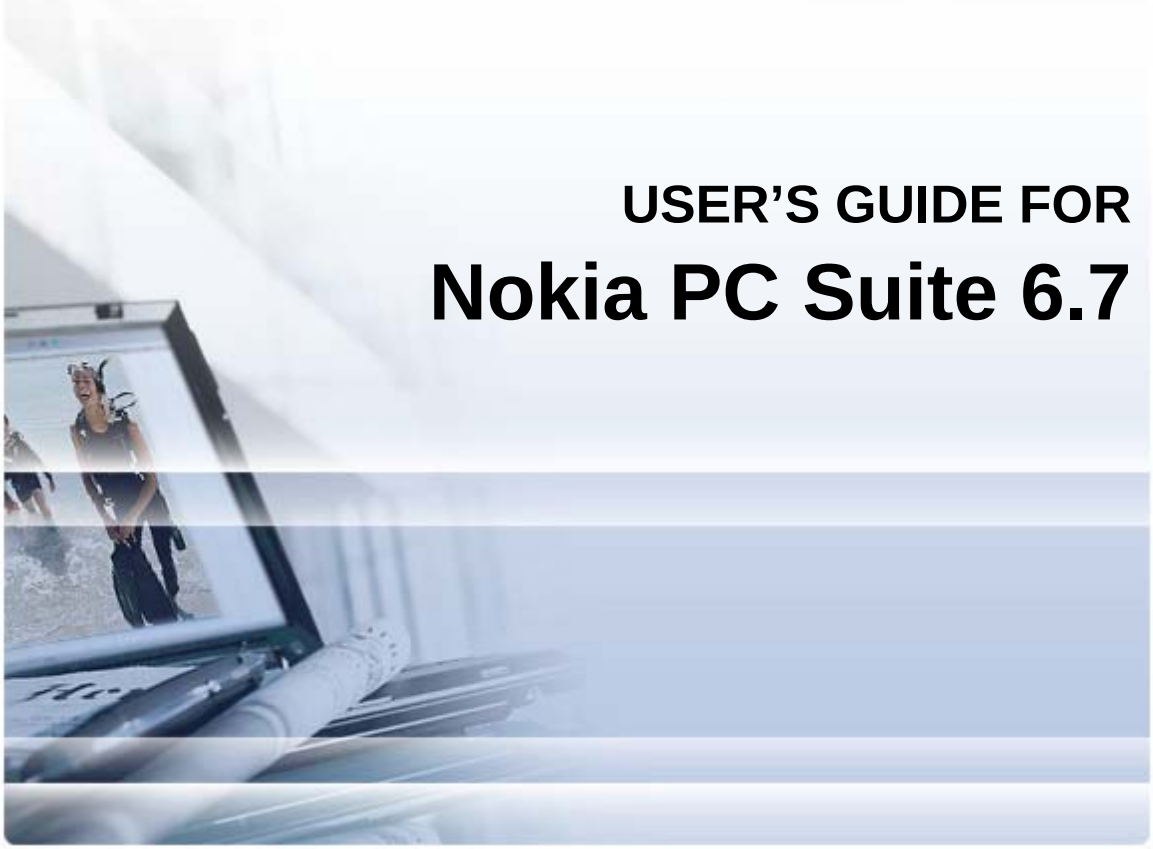

USER'S GUIDE FOR

Nokia PC Suite 6.7

NOKIA

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1. INTRODUCTION

With Nokia PC Suite you can edit, store, and synchronize your Nokia mobile phone data with a Microsoft Windows based PC system.

This guide provides instructions on how to install Nokia PC Suite, connect your phone to the PC, and start using Nokia PC Suite applications. For more information about Nokia PC Suite, see:

- **Nokia PC Suite help** which contains more detailed instructions on using Nokia PC Suite. To open, click Help or press F1 in Nokia PC Suite applications.
- **Tutorial for Nokia PC Suite 6.7** which contains step-by-step demos of Nokia PC Suite applications. To open, click Help > PC Suite tutorial in the Nokia PC Suite main window.
- **Nokia PC Suite FAQ Search** which contains Nokia PC Suite troubleshooting information. To find the information, go to the Nokia PC Suite Web pages at www.nokia.com/pcsuite and browse to Support > FAQ Search.

You can find instructions on how to use your Nokia mobile phone in the phone's user's guide.

All references to a PC in this guide apply equally to a laptop computer.

Note: Read the Note texts marked like this one carefully, as they often contain information that may help you to avoid potential problems.

1.1 Nokia PC Suite applications

Nokia PC Suite consists of the following applications:

Backup		Content Copier
Synchronize		Nokia PC Sync
Connect to the Internet		One Touch Access
Install applications		Nokia Application Installer
File manager		Nokia Phone Browser
Contacts		Nokia Contacts Editor
Messages		Nokia Text Message Editor
View multimedia		Nokia Multimedia Player
Store images		Image Store
Transfer music		Nokia Audio Manager
Create wallpapers		Nokia Image Converter
Manage Connections		Nokia Connection Manager

For information on the tasks that you can perform with these applications, see section 4, *Using Nokia PC Suite* in this guide.

Note: Nokia Multimedia Player, Image Store, Nokia Audio Manager, and Nokia Image Converter are not included in Nokia PC Suite Starter Edition.

1.2 Phone models you can use with Nokia PC Suite

Nokia PC Suite can be used with compatible Nokia mobile phones. Certain features can only be used with phone models that support those features. For example, not all phone models support sending multimedia messages.

To check which versions of Nokia PC Suite, Nokia PC Suite applications, and connection types your phone model supports, see www.nokia.com/pcsuite/compatibility.

1.3 Getting started

To use Nokia PC Suite you need a compatible Nokia mobile phone and a PC. Before you can start using PC Suite you need to do the following:

1. Install Nokia PC Suite.
   See section 2, *Installing Nokia PC Suite*.
2. Select connection type(s) you want to use (cable, infrared, Bluetooth).
   See section 3, *Connecting your phone and a PC*.
3. Install modem drivers if you want to use your phone to connect to the Internet.
   See section 2.6, *Installing drivers*.
4. Connect your phone to a PC.
   See section 3, *Connecting your phone and a PC*.

1.4 Must haves

To do this	You must have
To install and run Nokia PC Suite	Windows 2000 or Windows XP (Professional or Home Edition) At least 250 MB of free disk space Administrator rights to the PC
To connect your phone to a PC	At least one of the following connection sets • USB connection cable (DKU-2, DKE-2, or CA-53) and a compatible port on your PC • Serial connection cable CA-42 and a compatible port on your PC • Infrared (IrDA) port on your PC • Bluetooth wireless technology equipment and software

To do this	You must have
To install drivers for DKU-2, DKE-2, CA-53, and CA-42 cables	Windows 2000 with Service Pack 3 or later, or Windows XP with Service Pack 1 or later Administrator rights to the PC
To create a Bluetooth wireless technology connection between your phone and a PC	Bluetooth wireless technology equipment with one of the following Bluetooth stacks: • Microsoft Windows XP Bluetooth (included in XP SP2) • Widcomm BTW 1.4 • Broadcom BTW 3.0 or later • Toshiba Bluetooth Stack for Windows XP/2000 • IVT BlueSoleil Bluetooth stack for Windows XP/2000 (driver version 1.6.1 with release version 05222 or newer) To check which Bluetooth stack your PC has installed: in the Nokia PC Suite main window, click Help > About Nokia PC Suite > System info… If the Bluetooth stack found on your PC is not supported by Nokia PC Suite, this is also mentioned in the system info.
To perform tasks with Nokia PC Suite applications	A compatible phone. For more information, see www.nokia.com/pcsuite/compatibility

Note: You should use the same language in the phone, the operating system, and Nokia PC Suite, if possible. This allows your phone to function properly with all Nokia PC Suite applications.

Note: Always make sure you use original Nokia cables with Nokia PC Suite to secure reliable operation of the Nokia PC Suite applications. Check the labeling on your cable.

2. INSTALLING NOKIA PC SUITE

You can install Nokia PC suite from a CD-ROM, or from the Nokia PC Suite Web page at www.nokia.com/pcsuite. Note that you need administrator rights to your PC to be able to install software to it.

To establish a connection between your phone and the PC you also need to have drivers installed on your PC. Most drivers are installed automatically when you install Nokia PC Suite or when you connect your phone to the PC with the Get Connected wizard. For detailed information see section 2.6, *Installing drivers* in this guide.

Tip: If you are connected to the Internet, Nokia PC Suite displays a notification when there is a new Nokia PC Suite release available to be downloaded.

2.1 Before installation

If you have an earlier version of Nokia PC Suite (5.x or 6.x) installed on your PC, the earlier version will be automatically replaced during the installation. If for some reason you need to uninstall the older version manually, the installation program prompts you to do so.

If you want to use a Bluetooth connection, you need to install Bluetooth wireless technology software on your PC before you install Nokia PC Suite. For more information on Bluetooth software you can use with Nokia PC Suite, see section 1.4, *Must haves* in this guide.

If you are upgrading, for example, from Nokia PC Suite 6.41 or earlier to Nokia PC Suite 6.7, synchronize your phone with the existing Nokia PC Suite before upgrading, to avoid duplicate calendar appointments. When you have installed Nokia PC Suite 6.7, rerun synchronization.

2.2 Installing Nokia PC Suite from a CD-ROM

You can install Nokia PC Suite from a CD-ROM if your phone's sales package contains one.

1. To start the installation, insert the CD-ROM into your PC's CD-ROM drive and click the installation option.
2. Select the language, and click **OK**. The installation program starts.
3. Follow the instructions on the screen, and note the following:
   - You must read and accept the Licence agreement before continuing.
   - If you have an older version of Nokia PC Suite installed on your PC, you are informed it will be uninstalled.
   - You may be asked to restart the computer during the installation.
4. When the installation is complete, the Get Connected wizard opens automatically and you can select the connection types you want to use.
5. Depending on your phone model, you may need to install the PC Suite support application for SMS and MMS messaging. The Get Connected wizard informs you of the installation. Note that you must complete the installation on your phone's user interface.

2.3 Installing Nokia PC Suite from the Web

1. Open a Web browser and go to www.nokia.com/pcsuite > Download. The download assistant opens.
2. If you need help to determine which PC Suite version is suitable for your phone model, you can use the download assistant.
3. Select your phone model and click **Continue**. If there are two versions available for your phone, you are asked to select your PC operating system.
4. Select the language to be downloaded from the drop-down list and click **Download**.
5. Save the file on your PC. Click **Continue** and follow the instructions on the last screen of the download assistant.
6. On your PC browse to the downloaded file Nokia_PC_Suite_67_xx.msi (where xx stands for the language) and click it. The installation program starts.
7. Follow the instructions on the screen, and note the following:
   - You must read and accept the License agreement before continuing.
   - If you have an older version of Nokia PC Suite installed on your PC, you are informed it will be uninstalled.
   - You may be asked to restart the computer during the installation.
8. When the installation is complete, the Get Connected wizard opens automatically and you can set up the connection types that you want to use.
9. Depending on your phone model, you may need to install the PC Suite support application for SMS and MMS messaging. The Get Connected wizard informs you of the installation. Note that you must complete the installation on your phone's user interface.

2.4 Uninstalling Nokia PC Suite

1. Select Start > Programs > Nokia PC Suite > Uninstall Nokia PC Suite.
2. Follow the instructions on the screen until the program files are removed.

OR

1. Select Start > Settings > Control Panel.
2. Double-click **Add/Remove Programs**.
3. From the list of Currently Installed Programs, select Nokia PC Suite.
4. Click **Change/Remove**. If you click Change, you need to click **Remove** in the window that opens.
5. Follow the instructions on the screen until the program files are removed.

Note: When you uninstall Nokia PC Suite, the drivers which were installed with Nokia PC Suite will be also uninstalled. The drivers will not be uninstalled if you have updated the Nokia Connectivity Cable Drivers separately after installing Nokia PC Suite.

2.5 Changing the language used in Nokia PC Suite

If you have a Nokia PC Suite installed and you want to change the language Nokia PC Suite applications use, do one of the following:

- To install the same version of Nokia PC Suite in another language: uninstall Nokia PC Suite and then select to reinstall it in the new language from the CD-ROM or from the Nokia PC Suite Web pages.
- To install a newer version of Nokia PC Suite in another language: select to install the Nokia PC Suite in the new language. The old version of Nokia PC Suite and language are automatically replaced during the installation.

Note: You should use the same language in the phone, the operating system, and Nokia PC Suite, if possible. This allows your phone to function properly with all Nokia PC Suite applications.

2.6 Installing drivers

Most drivers are installed automatically when Nokia PC Suite is installed and when you connect your phone to the PC in the Get Connected wizard.

You need to have the following drivers installed on your PC:

- Connectivity drivers so that you can connect your phone and the PC to use Nokia PC Suite applications.
- Modem drivers if you want to use your phone as a modem when there is no wired network available. By using your phone as a modem you can connect to network services such as the Internet, for example, with the Nokia PC Suite's One Touch Access application. If you do not want to use your phone as a modem, you do not need to install modem drivers.

The following table shows the required drivers, and if they are installed automatically or if you need to install them manually after installing Nokia PC Suite.

Connection type	Connectivity drivers needed to connect the phone and PC	Modem drivers needed to use the phone as a modem
USB cable DKU-2, DKE-2, CA-53 Serial cable CA-42	Cable drivers and modem drivers are automatically installed with Nokia PC Suite.	
Infrared	Installed automatically.	Nokia infrared modem is installed automatically when you connect your phone to the PC via infrared. If you are using Windows XP SP1, you must update the Nokia xxxx IrDA driver (xxxx is the model number of the phone) when you have installed Nokia PC Suite.

Connection type	Connectivity drivers needed to connect the phone and PC	Modem drivers needed to use the phone as a modem
Bluetooth wireless technology	Installed automatically.	Install the Nokia xxxx Bluetooth modem (xxxx is the model number of the phone) when you have installed Nokia PC Suite. If you have Windows XP SP2 Bluetooth, the Bluetooth modem is already installed and you do not need to install it.

2.6.1 Updating infrared modem driver

Nokia infrared modem is installed automatically when you connect your phone to the PC via infrared.

If you are using Windows XP SP1, you must update the infrared modem driver to be able to use your phone as a modem. Note that you do not need to update the driver if you only want to use the infrared connection with Nokia PC Suite.

To update the infrared driver (for Windows XP SP1 only)

1. Connect your phone to a PC via infrared.
2. In Windows **Start** menu, click **Control Panel > Phone and Modem Options**.
3. From Phone and Modem Options, select the **Modems** tab.
4. In the Modems tab, select **Standard Modem over IR link**, and click **Properties**.
5. In the Standard Modem over IR link Properties dialog box select the **Driver** tab, and select **Update Driver**.
6. The Hardware Update wizard opens. Select Install from a list or specific location (Advanced). Click **Next**.
7. In the next dialog choose your search and installation options: select **Don’t search. I will choose the driver to install.** Click **Next**.
8. Clear the **Show compatible hardware** checkbox.
9. From the **Manufacturer** list, select **Nokia**, and from the **Models** list, select the modem that you want to add. Click **Next**.
10. If you want to proceed with the update, click **Yes** in **Update Driver Warning**. Your modem becomes visible in the list of installed modems.
11. Click **OK** to close the Phone and Modem Options window.

2.6.2 Installing Nokia Bluetooth modem driver

To use your phone to connect to the Internet, you need to have a Bluetooth modem installed on your PC.

When a Bluetooth stack is installed on your PC, a standard modem driver is usually installed automatically with the stack. Additionally, if you have Windows XP SP2 Bluetooth, the Bluetooth modem driver is already installed. To check if you have a standard modem installed, go to **Control Panel > Phone and Modem Options**.

If you have a standard modem driver you can use it instead of adding a Nokia Bluetooth modem driver for your phone model. However, with the Nokia modem driver you can fully utilize the data transfer capabilities of your phone.

Each Nokia phone model uses a different modem so you need to install a Nokia Bluetooth modem driver for each phone model that you want to use as a modem via a Bluetooth connection. You do not need to retrieve the drivers separately; the Bluetooth modem driver .inf files are copied to your PC when you install Nokia PC Suite. In this way when you want to install a modem driver, the file is shown in the installation window.

If for some reason you cannot find the modem file for your phone, you can download it from your phone model's Web pages in www.nokia.com/nokiaxxxx (where xxxx is the model number of the phone), see link for support pages.

To install a Nokia Bluetooth modem driver

1. Activate Bluetooth in your phone and connect your phone to the PC.
2. Go to your Bluetooth software on the PC and activate the **Dial-Up Networking** profile.
3. In Windows **Start** menu, click **Control Panel > Phone and Modem Options**.
4. From Phone and Modem Options, select the **Modems** tab. Click **Add…**
5. In the Install New Modem dialog select **Don't detect my modem; I will select it from a list**. Click **Next**.
6. From the **Manufacturer** list, select **Nokia**, and from the **Models** list, select the modem you want to add. Click **Next**.
7. Select the **Selected ports** option.
8. On the list, select the COM (connection) port on which you want to install the modem. If there is already a Bluetooth modem installed, select the same COM port. Click **Next**.
9. Read the note in the next dialog and click either **Continue anyway** to proceed with the update or **STOP Installation** to terminate it.
10. If you proceeded with the installation, your modem becomes visible in the list of installed modems.
11. Click **OK** and the Phone and Modem Options window closes.

Note: If you use a Bluetooth stack other than the Microsoft BT stack, note that the Nokia modem and the Bluetooth modem must be installed to the same serial port. To check this, go to the Bluetooth wireless technology software on your PC and right-click the dial-up networking service for your phone to access the Bluetooth properties page. Check that the Nokia modem has been installed to the correct port. If not, reinstall it.

3. CONNECTING YOUR PHONE AND A PC

You need to connect your phone to a PC to be able to:

- Transfer information between Nokia PC Suite applications and the phone. For example, to synchronize calendar appointments or transfer images with Nokia PC Suite.
- Use your phone as a modem to connect your PC to network services such as the Internet.

3.1 Selecting a connection type

You can connect the phone and a PC via a USB or serial cable, Infrared (IrDA), or Bluetooth wireless technology. When Nokia PC Suite installation is finished, the Get Connected wizard opens automatically and guides you in configuring the connection type you want to use.

The connection types you can select in Get Connected depend on what connection types your phone model and the PC support. To check which connection types your phone supports, see www.nokia.com/pcsuite/compatibility, or your phone's user's guide.

Connection type	Details
USB cables DKU-2, DKE-2, CA-53	USB cable is a fast and reliable data transfer method between a phone and a PC. With some phone models, a USB cable can be used either for Nokia PC Suite connection or for transferring data between a phone's memory card and a PC. When you connect your phone to the PC via USB cable, do not select the file transfer option in your phone if you want to use Nokia PC Suite with your phone. You can have several USB cable connections, or even serial and USB connections simultaneously. If you did not receive a cable with your phone, you can buy one from your Nokia retailer.
Serial cable CA-42	A serial cable is a reliable connection method between a phone and a PC. You can have only one serial cable connection established at a time. If you did not receive a cable with your phone, you can buy one from your Nokia retailer.
Infrared	Infrared connects your phone wirelessly to your PC within a short range. The preferable distance between the two devices is one metre (about three feet) at most.

Connection type	Details
Bluetooth	Bluetooth wireless technology connects your phone wirelessly to your PC within a short range. The phone and the PC must be within a 10-metre (about 30 feet) radius of each other.

If you later want to start using connection types other than the one you selected the first time you started using Nokia PC Suite, you can do this in the Get Connected wizard. You can start the wizard from the Get Connected button at the bottom of the Nokia PC Suite main window.

Note: Some phone models (for example, Nokia Communicators) have an optional security setting called autolock period, which determines a time-out period after which the device will be locked if it is in standby mode. Before you can establish a connection between your phone and Nokia PC Suite you need to open a locked device by entering a lock code.

Connection status

You can see the connection status between your phone and the PC at the bottom of the Nokia PC Suite main window:

Connected

Disconnected

Connected but the phone is in an incorrect USB mode for PC Suite

If your phone gets disconnected, you can reconnect it to the PC in the Get Connected wizard. You can start the wizard from the Get Connected button at the bottom of the Nokia PC Suite main window.

3.2 Connecting your phone to a PC via cable

1. In Get Connected, select **Cable connection** as the connection type.
2. Connect the cable to the PC when Get Connected prompts you to do so, and then connect the other end of the cable to the phone.
3. The first time you use a cable connection you have to wait until Get Connected finishes installing the required drivers.

Note: When you connect your phone to the PC via USB cable, make sure you have the default or the PC Suite mode selected in your phone if you want to use Nokia PC Suite with your phone.

Note: For a CA-42 cable the COM port is normally selected automatically. If not, you can configure it manually. The CA-42 cable is connected to the USB connector of your PC and Windows recognizes it as USB. However, in Nokia Connection Manager you have to select the Serial cable connection type and click **Configure…** to set the COM port. You only need to make this configuration once, before you use the connection for the first time.

3.3 Connecting your phone to a PC via infrared

1. Activate the IR port of your phone. For instructions, see your phone's user's guide.
2. Place the phone and the PC so that the IR ports of the two devices point at each other.
3. The connection is created automatically. If the PC detects more than one phone, you are asked to select a phone in a Phone Selector dialog.

3.4 Connecting your phone to a PC via Bluetooth

1. Make your phone visible to other Bluetooth devices and activate the Bluetooth connection of your phone. For instructions see your phone's user's guide.
2. When you activate Bluetooth for the first time you are asked to give a name to your phone. The name is used whenever you pair your phone with a PC.
3. If you use a Bluetooth adapter, make sure it is plugged into the PC.
4. In Get Connected, select a Bluetooth stack from the list. To check what Bluetooth stacks you can use with Nokia PC Suite, see section 1.4 *Must haves* in this guide. To check which Bluetooth stacks have been installed on your PC, go to the Nokia PC Suite main window and click Help > About Nokia PC Suite... > System info…. If a Bluetooth stack found on your PC is not supported by Nokia PC Suite, this is mentioned in the system info.
5. In Get Connected, follow the instructions to pair your phone with the PC.

3.4.1 Pairing devices for Bluetooth connection

To use Bluetooth as the connection type, you need to pair your phone and the PC. Pairing means that you code two Bluetooth devices to communicate so they can exchange data. You only need to pair the devices once, before you use the connection for the first time.

Follow the instructions in Get Connected and note:

- If you use the passcode generated by Get Connected, enter the passcode on the phone when requested. Alternatively, you can create your own passcode (1-16 characters, numeric) and enter the same passcode first on the PC and then on the phone when requested. This passcode is used only once and you do not need to memorize it.
- You need to authorize the connection between your Nokia phone and your PC. Select **Yes** when you see a connection request on the phone's display.
- You can set your PC as authorized, which means that individual connections between your phone and your PC do not need a separate authorization. On your phone, go to the Paired devices view, find your PC, and edit the PC to be authorized or trusted, depending on the term used in your phone.

Note: If you are using Microsoft Windows XP Bluetooth, you can pair your phone with the PC in Get Connected wizard and the pairing is valid also for Nokia PC Suite's One Touch Access application. When using other Bluetooth stacks, you have to do the pairing for One Touch Access with the stack's own pairing wizard.

4. USING NOKIA PC SUITE

4.1 Opening Nokia PC Suite applications

You can open Nokia PC Suite applications from the Nokia PC Suite main window by clicking the icons. To open the main window:

a. In the Windows taskbar, click the Nokia PC Suite icon.

b. In your computer desktop, double-click the Nokia PC Suite icon.

c. In Windows **Start** menu, click **Programs > Nokia PC Suite**.

You can also right-click the Nokia PC Suite icon in the Windows taskbar and open applications directly from the menu.

Figure 1. ***Nokia PC Suite main window***

Tip: You can access the Nokia PC Suite help from the main window Help menu.

Help > Order Settings takes you to a Web page where you can order settings for your Nokia phone's messaging and browsing features, for example, WAP/GPRS, multimedia messaging, and Internet settings.

4.2 Main tasks in Nokia PC Suite applications

To be able to perform the following tasks you need to have a phone that supports the feature. For example, not all phone models support sending multimedia messages. To check which Nokia PC Suite applications you can use with your phone, see www.nokia.com/pcsuite/compatibility.

For more in-depth instructions on using the applications, see Nokia PC Suite help (Help > Help topics) and Tutorial (Help > PC Suite tutorial).

With Nokia PC Suite you can	In which application	Icon
Back up personal data from your phone to a PC. Restore personal data from your PC to any supported phone.	Content Copier	
Synchronize personal data between a phone and a PC.	Nokia PC Sync	
Use your phone as a modem to connect your PC to the Internet.	One Touch Access	
Install games and other programs from the PC to your phone.	Nokia Application Installer	
Transfer files between the phone and the PC. View your phone files and folders on the PC.	Nokia Phone Browser	
Create, view, delete, or edit contacts on the PC.	Nokia Phone Browser (Contacts view)	
Send text messages from your PC. View, delete, and organize text messages on the PC.	Nokia Phone Browser (Messages view)	
Open images, video clips, multimedia messages, and audio files. Create playlists of your favorite multimedia files. Save video and audio files in a format you can use in both your phone and in MMS messages.	Nokia Multimedia Player	
Store images and video clips from your phone on a PC.	Image Store	
Transfer music from a CD to your phone.	Nokia Audio Manager	
Create wallpaper, portrait, and MMS images from existing photos and transfer them to your phone.	Nokia Image Converter	
Manage connections between your phone and the PC.	Nokia Connection Manager	

Note: Nokia Multimedia Player, Image Store, Nokia Audio Manager, and Nokia Image Converter are not included in Nokia PC Suite Starter Edition.

4.3 Backing up phone contents to a PC

With Content Copier you can back up your phone's contents to a PC. You can then restore the contents to the same phone from which the backup was originally made, or to another Nokia phone model. This way you can also use Content Copier to transfer data from one Nokia phone model to another.

Note: You should back up your phone's contents regularly to help avoid losing important data.

Copyright protections may prevent some images, ringing tones, and other content from being copied, modified, transferred, or forwarded.

Some content can only be restored to the same phone model from which it was originally backed up depending on what type of data the target phone supports.

To make a backup of phone contents and restore it to a phone

1. In Nokia PC Suite main window, click **Backup** to open Content Copier.
2. If you have more than one phone connected, click **Select Phone** and select the phone you want to back up.
3. Click **Settings** to choose if you want to back up phone memory, memory card contents, or both.
4. Click **Back Up** to make the backup. Making the backup may take several minutes depending on the connection type you use and the amount of data in your phone. The backup files .nfb and .nfc are saved on your PC.
5. When you want to restore the data to the same or another phone, connect the phone to the PC, open Content Copier, and click **Restore**. Note that data copied from a memory card can only be restored to a memory card.

The Content Copier main window shows in the Status area when the latest backup was made and from which phone it was made. When you want to restore the data to the same or another phone, connect the phone to the PC and click **Restore**.

4.4 Synchronizing data between your phone and a PC

With Nokia PC Sync you can synchronize contacts, calendar items, notes, to-do items, and e-mails between a Nokia mobile phone and a PC personal information manager (PIM). Synchronizing means that the information on both your phone and PC is similar. Note that not all phone models support, for example, synchronizing e-mails.

You can synchronize a compatible Nokia phone with the following PC PIM applications:

- Microsoft Outlook 2000/2002/2003
- Microsoft Outlook Express (Windows Address Book)

- Lotus Notes 5.0/6.x
- Lotus Organizer 5.0/6.0

The Nokia PC Sync icon is displayed on the Windows taskbar when Nokia PC Sync is active:

- shows that the phone is connected. You can click the icon to open PC Sync, or right-click the icon to access the Nokia PC Sync menu commands,
- shows that the phone is not connected.

To create the first synchronization task

1. To open PC Sync, in Nokia PC Suite main window, click **Synchronize**.
2. When you open Nokia PC Sync for the first time, the Settings wizard opens automatically. Follow the instructions on the screen to set, for example:
   - PIM application with which you want to synchronize the phone,
   - Information to be included in the synchronization,
   - Settings for synchronizing Calendar/To-do items,
   - Settings for synchronizing contacts,
   - Settings for synchronizing e-mails, and
   - Settings for automatic synchronization and conflict resolution

For more information on the settings, see the Nokia PC Suite help.

To create a new synchronization task

1. In the Nokia PC Suite main window, click **Synchronize**, to open PC Sync.
2. Click **Settings**.
3. Click **Create new settings**.
4. Select what information you want to synchronize: Calendar/To-do items, Contact items, Notes Items, and Email items.
5. Based on what you want to synchronize, the tabs in the Settings window are either active or inactive. Fill in the active tabs.
6. Click **OK** to finish creating a new synchronization task.

For more information on the settings, see the Nokia PC Suite help.

Note: As a default Nokia PC Sync has not been set to start automatically when you open your PC. To make PC Sync start automatically when you open your PC:

1. Click Synchronize on the Nokia PC Suite main window.
2. Right-click the Nokia PC Sync icon on the Windows taskbar.
3. Select **Enable on Startup**.

4.5 Connecting to the Internet using your phone

With Nokia PC Suite's One Touch Access application you can use your phone as a modem to create a network connection to the Internet. Connection can be established via cable, infrared, or Bluetooth wireless technology.

To use your phone as a modem, you must have the following:

- A phone that supports packet data.
- Appropriate data communications software installed on your PC.
- A subscription to the appropriate network services from your home service provider or Internet service provider.
- The appropriate modem drivers installed on your PC. See section 2.6, *Installing drivers* in this guide.

Note: If you are using Microsoft Windows XP Bluetooth, you can pair your phone with a PC in PC Suite's Get Connected wizard and the pairing is valid also for One Touch Access. When using other Bluetooth stacks, you have to use the stack's own pairing wizard.

If you use a Bluetooth stack other than the Microsoft BT stack, note that the Nokia modem and the Bluetooth modem must be installed to the same serial port. To check this, go to the Bluetooth wireless technology software on your PC and right-click the dial-up networking service for your phone to access the Bluetooth properties page. Check that the Nokia modem has been installed to the correct port. If not, reinstall it.

Note: When started, One Touch Access detects the connected phone and automatically uses it as a modem. If your phone is connected to a PC with a Bluetooth wireless technology connection, One Touch Access does not recognize it automatically unless you have used a Bluetooth modem the previous time you used one Touch Access, and no other connected modem is available.

To connect to the Internet

1. Connect your phone to the PC.
2. If you are using a CA-42 serial cable or infrared for connection between Nokia PC Suite and your phone, the connection types need to be deselected so that you can use the connection type for the modem. One Touch Access automatically deselects the connection types when creating a connection, and reselects them when the modem is disconnected.
3. In the Nokia PC Suite main window, click **Connect to the Internet** to open One Touch Access. It will automatically connect to the Internet after 10 seconds.
   OR
   Click **Settings** to select the modem you want to use and your network operator from a list of operators, and then click **Connect** to establish the Internet connection.
4. When you no longer need the connection, click **Disconnect** to close the Internet connection.

Note: If your phone does not support packet data you can access the Internet by creating a dial-up connection. See the instructions for using your phone as a modem in the Nokia PC Suite help.

If you use some other manufacturer's dial-up networking solution and a serial cable or infrared to create the connection, you need to deselect and reselect the connection types manually in Nokia Connection Manager.

To deselect connection types

If One Touch Access cannot connect to the Internet, deselect the connection type manually in Nokia Connection Manager and try again. To do so:

1. In the Nokia PC Suite main window, click **Manage connections** to open Nokia Connection Manager.
2. From the list of connection types, deselect the connection type.
3. Click **OK** to close Nokia Connection Manager.

4.6 Installing applications to your phone from a PC

With Nokia Application Installer you can install Symbian and Java™ applications such as calendars or games from a PC to your phone. The file types you can install with Application Installer are .SIS, .SISX, or .JAD and .JAR. You can download applications to your PC, for example, from Nokia Web pages or other service providers' pages. You can also install applications that you have created yourself.

For more information on what kind of applications can be installed in your phone, see your phone's user’s guide.

Note: Nokia does not warrant for applications from non-Nokia sites. If you choose to download applications from them, you should take the same precautions, for security or content, as you would with any site.

To install an application in the phone

1. Download the .SIS, .SISX, or .JAR and .JAD files for the application you want to install. The .JAD and .JAR files must both be saved in the same folder on your PC.
2. Connect your phone to the PC.
3. In the Nokia PC Suite main window, click **Install applications** to open Nokia Application Installer.
4. In Nokia Application Installer, browse in the **My Computer** list to the folder where you have saved the files. With applications that use .JAR and JAD files you only need to select the .JAR file to install. Nokia Application Installer finds the .JAD file automatically if the two have been saved in the same folder.
5. In **My Phone** list select phone memory or memory card as the location where you want to install the application. Note that you are not able to select the memory card with all phone models even if one is inserted in your phone.
6. To install the application in the phone:

- Double-click the application name, or
- Click the green Install arrow, or
- Click **My Computer > Install**.

On the Application Installer status bar, you can see when the installation is completed.

Tip: In Windows Explorer you can also double-click a .JAR, .SIS or .SISX file you want to install to your phone. Nokia Application Installer installs the application to your phone.

Note: The applications in Symbian operating system phones cannot be seen on the My Phone list even when installed in the phone. To check whether your phone uses Symbian operating system, refer to your phone model's Web pages in www.nokia.com/nokiaxxxx (where xxxx is the model number of the phone).

4.7 Managing phone contents on a PC

When you connect your phone to a PC with Nokia PC Suite, PC Suite creates a phone folder to be viewed in the Windows Explorer, under Nokia Phone Browser.

Nokia Phone Browser displays phone folders and subfolders for each phone that has been connected to the PC. The phone folders are read from your phone when the phone is connected to the PC. If a memory card is inserted into the phone, the memory card is displayed as a phone subfolder.

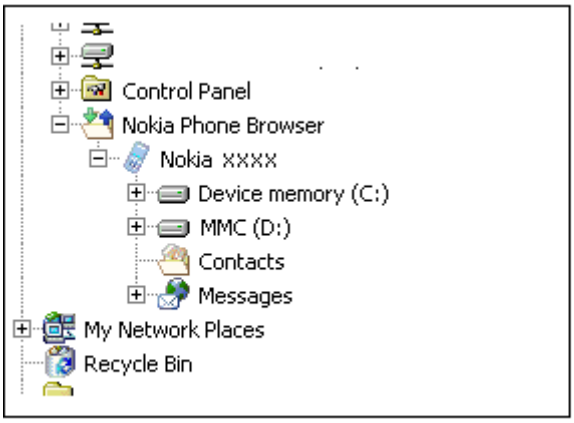

Figure 2. ***Nokia Phone Browser in Windows Explorer***

To view phone contents on a PC

1. Connect your phone to the PC.
2. In the Nokia PC Suite main window, click **File manager** to open Nokia Phone Browser,
   OR
   in Windows Explorer, go to **My Computer > Nokia Phone Browser > Nokia xxxx**

where xxxx is the model number of the phone. If you have given your phone a familiar name such as “My phone”, the folder will have that name.

3. Select the phone folder you want to view.
4. You can now view and open files on your PC.

Tip: To refresh the phone contents, view select **View > Refresh** or click **F5**.

4.8 Transferring files between your phone and a PC

With Nokia Phone Browser you can transfer files and folders between your phone and a PC in Windows Explorer in the same way you would copy and transfer any files or folders on your PC.

Note: Copying files from a PC to the phone may take a while, depending on the size of the files and the connection type you use. Do not disconnect the phone before the files have been copied.

With a USB cable (DKU-2, DKE-2, or CA-53) connection, you can transfer large files such as music files between your phone and a PC more quickly than with other connection types.

Note: Nokia Phone Browser in Nokia PC Suite release 6.7 no longer contains offline folders for your phone. If you have had Nokia PC Suite previously installed and you upgrade to Nokia PC Suite version 6.7, folders such as MyMessages and their contents are moved to your C-drive.

To copy files/folders between a phone and a PC

1. Connect your phone to the PC.
2. In the Nokia PC Suite main window, click **File manager** to open Nokia Phone Browser,
   OR
   in Windows Explorer, go to **My Computer > Nokia Phone Browser > Nokia xxxx** where xxxx is the model number of the phone. If you have given your phone a familiar name such as “my phone” the folder will have that name.
3. Copy the file or folder that you want to move.
4. Select the folder to which you want to copy the file or folder, and paste.

Tip: You can also drag and drop files and folders between your phone and a PC.

4.9 Adding contacts to your phone from a PC

With Nokia Contacts Editor you can open, edit, save, and print phone contacts on your PC, as well as update new and changed contacts to your phone.

To create a new contact to your phone

1. Connect your phone to the PC.
2. In Nokia PC Suite Main window, click **Contacts** . Nokia Phone Browser opens with your phone's Contacts folder visible.
3. In Nokia Phone Browser select the **Contacts** folder and click **Contact > New Contact**.
4. Add details to the contact.
5. Click **Save**.
6. For **Do you want to update your contacts to the phone now?**
   - If you click **Yes** the contact is added to your phone and on the PC.
   - If you click **No** the contact is not added to the phone contacts, it is added only to the contacts folder on the PC.

4.10 Sending text messages from a PC

With Nokia Text Message Editor you can receive and send text messages from your PC, and create folders for storing text messages.

To send a text message

1. Connect your phone to the PC.
2. In Nokia PC Suite Main window, click **Messages** . Nokia Phone Browser opens with your phone's messages folders visible and the messages are updated.
3. In Nokia Phone Browser click **Message > New Text Message**.
4. Write the phone number to the **To…** field, or click **To…** to select recipients for the message. The recipients are shown from the Nokia Phone Browser Contacts folder.
5. Write the message and click **File > Send**.

4.11 Viewing multimedia files on a PC

With Nokia Multimedia Player you can play multimedia files stored on the PC, or straight from your phone when it is connected to the PC. You can create playlists of, for example, photos or video clips you have taken with your camera, and watch them one after another. You can also save video and audio files in a format that allows you to use them in a mobile phone or attach them to an MMS message.

To use playlists to view your favourite files

1. In the Nokia PC Suite main window, click **View multimedia** to open Nokia Multimedia Player.

2. The first time you open Multimedia Player it opens with an empty playlist. To add files to the playlist, click the **Add files to playlist** icon. You can also drag files to the playlist from Windows Explorer.
3. Click **File > Save Playlist**. Name the playlist and click **Save**. The file is saved with an .npl extension.
4. Click **View > Options** to set viewing options. You can, for example, set the playback to start automatically, and set the delay time between showing files in the slideshow.
5. Click **File > Open** and select the playlist to be viewed. If you cannot see the .npl file, in **Files of Type**, select Playlist or All supported formats.

4.12 Storing images from your phone to a PC

With Image Store you can store on your PC photos and video clips you have taken with your phone's camera.

1. Connect your phone to the PC.
2. In the Nokia PC Suite main window, click **Store images** to open Image Store.
3. If you have not used Image Store earlier, the Settings wizard opens automatically when your phone is connected to the PC and you open Image Store. Before you can store images, you have to select file types to be stored, the target folder for storage, and the operations that take place when the files have been stored.
4. Click **Store Now**. The files are stored in the folder you defined.

To change the settings later, click **Settings** in the Image Store main window. In Settings you can define, for example, that new images and videos are stored to your PC automatically every time you connect your phone to the PC. For more information on the settings, see the Nokia PC Suite help.

4.13 Transferring music from a CD to your phone

With Nokia Audio Manager you can transfer music tracks from a music CD to your phone. You first rip music from a CD to a PC, and then transfer the tracks from Audio Manager to your phone. With Nokia Audio Manager you can also play AAC, MP3, and MP4 music tracks.

Note: With a USB cable (DKU-2, DKE-2, or CA-53) connection, you can transfer large files such as music files between your phone and a PC more quickly than with other connection types.

Copyright protections may prevent some music from being ripped and transferred.

If your phone is not supported by Nokia Audio Manager, the title bar will inform you of this.

To transfer music from a CD to your phone

1. Insert a music CD in your PC's CD drive.
2. In the Nokia PC Suite main window, click **Transfer Music** to open Nokia Audio Manager.

3. Click **CD Player** and select the tracks you want to transfer to your phone.
4. Click **Save tracks**. The files are saved to your PC in .aac file format.
5. Click **Music Studio** and you can see the saved tracks. You can also click **Add…** to add more tracks saved earlier on your PC hard disk.
6. Select a track and click **Edit > Track or Playlist** to change the track and artist names.
7. Connect your phone to the PC. Nokia Audio Manager automatically detects the phone and the Mobile Phone pane shows the music tracks stored earlier on this phone.
8. In the Mobile Phone pane, right-click the phone or memory card folder to where you want to transfer the music, and select **Create Folder**. Name the folder, for example, Music, or by the artist name.
9. Highlight the phone folder to where you want to transfer music.
10. In Music Studio select the tracks you want to transfer to the phone and click **Transfer to phone**. When the transfer is completed, the files will appear in the list.

The music tracks are now saved in your phone and you can listen to them on your phone.

Tip: You may want to save the music on the memory card (if you have a memory card in your phone) to save space in the phone memory.

You can search your hard disks and CD drives for supported music files and import them into the Music Studio. To do this, click **Search** in Music Studio.

You can also drag and drop music files to Music Studio from Windows Explorer.

If your phone supports playing music tracks in MP4 or M4A format, you can use eAAC+ encoding for ripping music from a CD. To do this, go to **Options > Preferences > Recording Quality,** and for **Encoding format** select **.m4a (eAAC+ audio encoder)**. With eAAC+ encoding, the compression ratio is higher than with AAC encoding and you can save more music to your phone's memory or to a memory card. Refer to your phone's user's guide for more information on the supported formats.

4.13.1 Ripping and transferring CD tracks to the phone automatically

You can set Nokia Audio Manager to transfer music tracks automatically from a CD into your connected phone whenever you insert a CD into the PC's CD drive. To do this, go to **Options > Preferences > Miscellaneous**, and select **Rip and transfer CD tracks to phone**. Music tracks are transferred into a default music folder on your phone. Depending on the phone model, the folder can be on a memory card or in the phone memory. Note that in automatic transfer, the current music folder contents are overwritten.

4.14 Creating wallpaper images to your phone

With Nokia Image Converter you can edit an existing photo to fit your phone, and then transfer the image to your phone to be used as wallpaper, a portrait image, or an image to be sent as an MMS message.

For information on what image types you can use with your phone model and formats to be used with image types, see your phone's user's guide.

To edit and transfer an image

1. Connect your phone to the PC.
2. In the Nokia PC Suite main window, click **Create wallpapers** to open Nokia Image Converter.
3. Click **File > Open** to open a photo for editing. Click **Next**.
4. In the Preferences page select a destination phone if you have more than one phone connected. Click **Next**.
5. In the Cropping page you can cut a piece of the photo so that it can be used, for example, as wallpaper. Click **Next**.
6. In the Effects page you can add effects to the picture. You can, for example, change the coloring of the photo to black and white. Click **Next**.
7. In the Save page, click **Update to phone**. In the dialog which opens you can enter a name for the image.
8. Click **OK** to transfer the image in the phone
9. In your phone, browse to the transferred file. If you created a wallpaper image, set it as wallpaper. See the instructions in your phone's user's guide.

Tip: You can undo the changes you have made to the photo in Image Converter by **Edit > Undo**, or by Ctrl+Z.

5. TERMS AND ABBREVIATIONS

Term	Explanation
Bluetooth stack	A set of software needed to run Bluetooth on a PC.
Bluetooth wireless technology	A technology that provides short-range radio links to allow mobile computers, mobile phones, digital cameras, and other portable devices to communicate with each other without cables. A Nokia mobile device with Bluetooth wireless technology support allows the user to connect wirelessly to another compatible Bluetooth device within a short range.
COM port	An input/output port through which data is transmitted and received serially. The serial port is a socket on a PC. It is used to connect serial devices (usually printers, modems, or mouses) to the computer and communicate with these devices. Serial ports are assigned names such as COM1 and COM2.
driver	A computer program that enables another program to communicate with a hardware device.
packet data	A data transmission technique (for example GPRS) that transfers and receives data in packets instead of using a continuous channel. Users pay only for the volume of data sent and received.
PIM	Personal Information Manager such as Microsoft Outlook or Lotus Notes. With a PIM application you can manage personal and business information such as phone book, calendar, and note information.
ripping	Process of copying data from one media form to a hard disk. For example, music from an audio CD to a PC.
SP	Service Pack. A software patch that is applied to an installed application.
Symbian	A smartphone operating system provided by a software licensing company owned by major wireless industry companies.

6. SAFETY NOTES

Important safety notes

All the safety instructions in the user's guides of your phone 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.

Only install and use applications and other software from sources that offer adequate protection against harmful software.

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