

Telecom R101
3G Mobile Phone
User Manual

PC Software Requirements

JoinME PC supports Microsoft Windows 7, Vista, and XP.

JoinME MAC supports MAC OS 10.5 and above.

ZTE cannot guarantee that any third party hardware or software is compatible with this product.

Warnings and Safety Notices

Please read all the safety notices before using this device.

Do not use the phone near fuel or chemicals or in any prescribed area such as service stations and refineries.

Do not transport or store flammable gas, liquid or explosives in the same compartment of your vehicle as your mobile phone and accessories.

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ZTE shall not be liable for any loss of profits or indirect, special, incidental or consequential damages resulting from or arising out of or in connection with using this product, whether or not ZTE had been advised, knew or should have known the possibility of such damages. The user should refer to the enclosed warranty card for full warranty and service information.

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RF Safety Information

The handset has an internal antenna located at the top of the phone. For optimum performance with minimum power consumption do not cover the antenna area with your hand. Hold the handset between thumb and finger in the middle of the device. Covering the antenna affects call quality, may cause the handset to operate at higher power level than needed, and may shorten talk and idle time.

Radio Frequency Energy

The handset is a low-power radio transmitter and receiver. When switched on it intermittently transmits radio frequency (RF) energy (radio waves). The transmit power level is optimized for best performance and automatically reduces when there is good quality reception. Maximum power is only used at the edge of network coverage so under most circumstances the power output is very low. Under poor network conditions the phone transmits at a higher power, may get hot and have a significantly shorter battery life.

Declaration of Conformity - SAR (Specific Absorption Rate)

We declare that the product(s) detailed in this manual, and in combination with our accessories, conform with the essential requirements of The Radio Communications Standard (Electro-magnetic Radiation Human Exposure) 2003 and the Australian Communications and Media Authority Section 376 of the Telecommunications Act 1997.

The maximum SAR value recorded is 1.05 W/Kg at 850MHz GSM.



N14945 / Z1196

1 Welcome

Congratulations on choosing the Telecom R101 handset. Please take a few minutes to read the user guide to help you get the most from your new mobile phone.

Operation	Quick Reference
Handset overview, keypad and information bar	Section 1 – Welcome
How to insert your SIM card and Battery	Section 2 – Getting Started
Key features, Calls and SMS	Section 3 – Basic Operation
Store Contact names and phone numbers	Section 4 – Contacts
View calls received, dialled and missed	Section 5 – Calls
Text messages – sending and receiving	Section 6 – Messages and Emails
Personalise Ringtones, Wallpaper etc.	Section 7 – Personalise...
Managing handset files and content	Section 8 – File Manager
Setting alarms and reminders	Section 9 – Alarms & Appointments
Using the camera – take photos, record a video	Section 10 – Imaging
FM Radio, play and access your music files	Section 11 – Music
Connect to a PC to copy pictures and music	Section 12 – Connectivity
Calculator, Stopwatch and more...	Section 13 – Other Facilities
Troubleshooting, Technical and Warranty info	Section 14 – Technical

1.1 Handset Overview



Handset Overview








1.2 Keypad Functions

Arrow Keys
(Left, Right,
Up, Down)

























OK Key

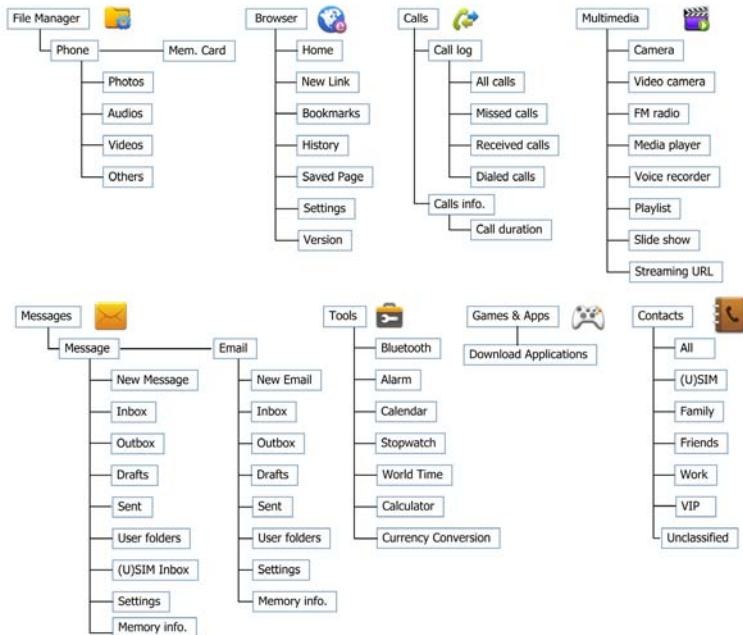
Key	Corresponding Functions
1	1 punctuation marks voicemail
2	2 abc ABC
3	3 def DEF
4	4 ghi GHI
5	5 jkl JKL
6	6 mno MNO
7	7 pqrs PQRS
8	8 tuv TUV
9	9 wxyz WXYZ
0	0 Space 

Key	Corresponding Functions
	Long press for keylock  Special characters in text modes
*+ 	Press twice for the international prefix + Press three times for Pause - 'P'; Press four times for Wait - 'W' See 4.11
#	Toggle text modes. Long press for Silent
	Call a dialled or selected number View 'All Calls'. Last number redial
	End a call Exit a menu (return to the Main Menu) Long press to power ON / OFF

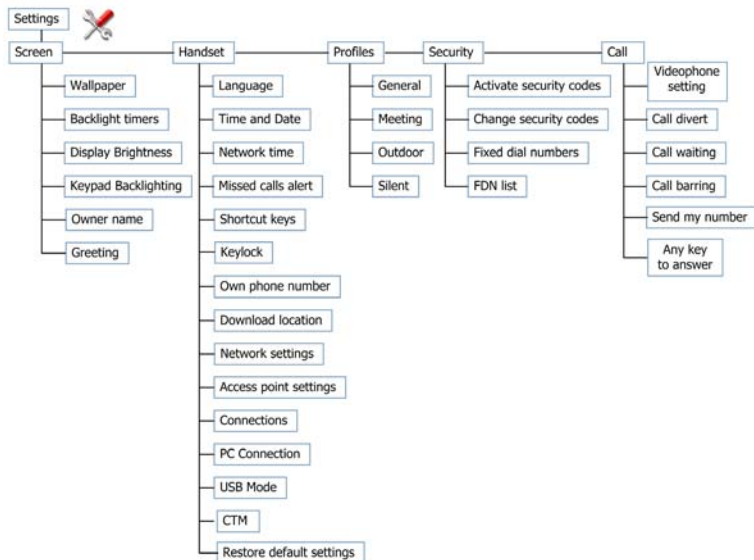
1.3 Information Bar Icons

	3G Signal Strength		Battery Level Indicator
	GSM Signal Strength		Alarm is set
	Signal Strength of the EDGE Network		Missed Call
	New SMS Message		Missed Video Call
	Message Memory is Full		Bluetooth ON
	New MMS Message		Silent Mode
	CTM		Vibrate mode enabled
	New E-mail		Call Forward is Active
	Headset and Vibrate Mode		Data channel available (GPRS)
	New Wap Push Message		Data channel active (PDP)
	Headset Mode		Roaming

1.4 Menu Quick Reference Guide







Menu Quick Reference Guide Continued...



1.5 How to use this manual

The following instructional format is used in the manual:

Instruction	Description
Press the Left Arrow ◀	Press the left directional key on the four way navigation controller
Press OK	Press the OK key in the centre of the four way navigation controller
Press the Right Soft Key	Press the right key  just below the display
Long press	Press and hold the key for 2 seconds
Menu > Tools	Go to the Main Menu (press OK) select Tools and press OK to open

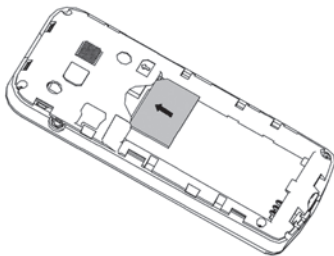
- The functions for the **OK** and **Soft keys** change depending on where you are in the menu. The functions are always described at the bottom of the handset display.
- The **End** or **Exit** key  is used to exit the menus, **End** a Call and switch the phone **On** or **Off**. From within a submenu the **Exit** key takes you back to the main menu
- Long press the Red  key to switch the handset On and Off.
- The **C** key is used to step back in menus and to clear text in text modes. In text edit mode press once for backspace, press and hold to clear all the text.
- The  symbol shows useful tips.
- **Menu** and **setting** choices on the handset are shown in **bold** text in the manual.
- Quickly find the answer by checking the **Contents** at the front or Index at the back.
- There is a copy of the manual and quick start guide provided on your CD.

2 Getting Started

2.1 How do I insert the (U)SIM Card?

The **(U)SIM card** (UMTS Subscriber Interface Module) is the small plastic smart-card with gold contacts. It holds account and contact information and can be used to store text messages. It can be moved between different phones if required. **The (U)SIM card must be inserted before use.**

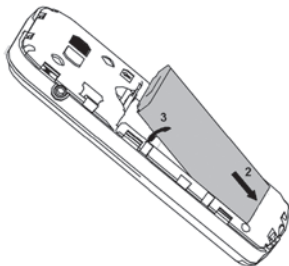
- Insert the (U)SIM card with the **gold contacts facing down** and the bevelled edge on the top right as shown. Carefully slide it into the housing observing the correct orientation.



If your handset displays:	
Enter Handset unlock code	The default code is 0000
Enter (U)SIM PIN Code	Enter the PIN supplied with your SIM card
No (U)SIM detected	Check the SIM is inserted correctly.
Enter PUK code	Contact your Service Provider

2.2 How do I insert the battery?

1. Use the thumb catch at the top of the handset to open the battery cover.
2. Insert the battery as shown with the contacts located against the gold springs.
3. Press the battery down flush into the case



4. Line the battery cover up correctly and press gently to close the case.

2.3 How do I switch the phone On or Off?

Press and hold the red key  for **two seconds** to switch the phone **ON** or **OFF**.

Enter (U)SIM PIN code – supplied with your (U)SIM card. The **start up** screen below is referred to throughout the manual as the **Idle Screen**:

The Idle Screen:



The Information bar


2.4 How do I connect the charger?

Charge before initial use. The plug and socket are keyed so they will only fit together one way.

- Do NOT use excessive force which may damage the USB port.
- Physical damage to the USB port is NOT covered by warranty.
- The phone can also be charged by connecting it to a computer using the USB lead supplied.
- A sound is played when the charger or USB cable is inserted into the handset.
- If the phone is off after charging, long press the red **End Key** to switch it back on.



2.5 Tips about charging and battery life

- Only use the AC charger and USB lead supplied.
- Insert the charger lead **carefully** with the plug and socket aligned correctly.
- **Normal charge time is 3-4 hours.** Do not leave on charge for more than 24hrs.
- When not using the phone for long periods remove the battery.
- Charge the battery between 0°C~45°C. Charge the battery promptly when flat.
- With **poor network conditions** (less than 2 bars) **battery life is reduced.**
- To maximize battery life turn off Bluetooth when not in use and limit multimedia functions.
- Battery life is improved after a few charge / discharge cycles.
- The phone can be charged in the ON or OFF state: When OFF the message "Charging battery..." is displayed. When switched ON the battery icon animates until fully charged.
- If charging in the OFF state turn the phone ON by long pressing the red  key.

2.6 How do I set the time and date?



The time and date is set automatically from the network. It takes a few seconds to update when the phone is first switched on. Select **12** or **24 hr** format in the **Network Time** menu. To manually set the time it is necessary to switch **Network Time off: Menu > Settings > Handset > Network Time > State > Off** then set the time and date manually: **Menu > Settings > Handset > Time and Date.**

2.7 How do I lock the keypad?



Manual keylock: Long press the * **key** then press the **Right Soft Key** to **lock** or **unlock** the handset. **Auto keylock: Menu > Settings > Handset > Keylock**

3 Basic Operation

3.1 How to make a voice call

- Enter the number on the keypad and press the green  key to make the call.
- Press **OK** to activate **Speaker** (Handsfree) mode
- Press the red key  to end the call.



3.2 How to answer an incoming call

- Press the green key  or **OK** to answer the call, **OK** to activate **Speaker** (Handsfree) mode.
- Press the red key  or **Reject** to end the call.



If **Voicemail** is active pressing **Reject** forwards the call to **Voicemail**.

3.3 How to send a Text Message (SMS)

- Press the **Left Arrow**  for **Messages**
- Press **OK** for **New message**. Press **OK** for **Text message**
- Enter the phone number directly or press **OK** to select from **Contacts (Cont.)**
- Select the **Contact** then press **OK** for **Done**. The **Contact** number is displayed, press **OK**
- Press the **Down Arrow**  **once** to move the cursor into the text field
- Type the message using the letter keys on the keypad (see Chapter 6 on Texting)
- Press the **OK** to send the message.

3.4 How to navigate the Menu

The **Main Menu** is a grid of icons that are used to access key features on the phone.

From the **Idle Screen** press **OK** to access the **Main Menu**. Use the **Arrow Keys** ▲▼◀▶ to move the cursor or press the corresponding number key as shown on the grid below. Eg **Menu > 5 = Messages**
The icons are described at the bottom of the screen.



OK →



Icon description



Shortcuts

From the idle screen the **Arrow Keys** launch the default **Shortcuts** as shown:



💡 To change default shortcuts: **Menu > Settings > arrow right ▶ to Handset > Shortcut keys**

4 Contacts

4.1 How do I enter my Contacts?

- From the **Idle Screen** enter the phone number on the keypad, press the **Left Soft Key** to **Save**.
- Press **OK** to create a **New Contact** or press the **Down Arrow ▼** to **Update existing contact**
- Using the keypad, enter a **Name** for the new **Contact** or modify an existing contact
- Press **OK** to **Save**. The default save location is (U)SIM, See **Options > Default Memory** to change.

4.2 How to copy all Contacts from a (U)SIM card

All (U)SIM Contacts are automatically read by the handset.

To copy **Contacts** into the handset memory follow the steps below:

- Insert the **(U)SIM** card to **copy contacts** from. Switch the phone **on**.
- From the **idle screen** press the **Left Soft Key** for **Contacts**.
- Press the **Right Arrow ►** once for **(U)SIM** to show the list of **Contacts** on the (U)SIM card.
- Press the **Left Soft Key** for **Options** then use the **arrow keys** to select, **Copy > Copy all > OK > Yes** to confirm.

4.3 How to search your Contacts

From the **idle screen** press the **Left Soft Key** for **Contacts** or select **Menu > Contacts**


To find the **Contact** 'John' press the 5 key once for 'J'. All names starting with 'J' are displayed.

Refine the search by entering a subsequent letter that can occur anywhere in the name.

Eg. 'Jn' will find 'John' and 'Julian' but not 'James' whereas 'Ja' will find Julian and James, not John.

4.4 How to add a Contact from a received call

After **receiving a call** you can **add the caller's number** to the **Contacts** list:

- Press the green key  to display the **All Calls** list
- The last call received is at the top of the list or select your chosen number to save
- Press the **Right Soft Key** to **Save**
- Enter the contact details and press **OK** to **Save**.

4.5 How to add a Contact from a received SMS (Text Message)



Menu > Messages > Inbox

- Select the required message and press **OK** to **View**
- Press **Options > Use highlighted item**
- Choose **New Contact** to create a new contact from the received SMS number.

4.6 How to set a dedicated ringtone or image to a Contact

The contact must be stored on the handset in order to set a dedicated ring or image. See 4.2


From the **idle screen** press the **Left Soft Key** for **Contacts** or select **Menu > Contacts**

- Use the **arrow keys**   to find the required contact (must be stored on the handset)
- Press **OK** to **View > Edit > Options > Add ring and photo**. Select the required feature
- Press **Add** then navigate to the folder where the Ringtone or Picture is stored.
- Press **OK** to **Save** your photo or ringtone, press **OK** again to **Save** the Contact.

4.7 How to set Speed Dial numbers

Having **Speed Dials** set makes it quicker to call selected contacts.


Menu > Contacts > Select the Contact > Options > Scroll down ▼ > Speed Dial

- Select the next available number
- **Speed dials 1, is preset** for Voicemail and **cannot** be changed
- Press the **OK Key** to **Setup** the speed dial or press the **Right Soft Key** to cancel
- Press the red key  to exit when finished.

4.8 How to make a call using Speed Dial

- From the **Idle screen press and hold** the required number key to call that **Contact**
- E.g. **Long press** the **1 key** to automatically dial the **MessageBank** (Voicemail) service.

4.9 How to update an existing Contact

- Edit the existing contact: **Menu > Contacts > View > Edit**. Press **Save** when finished
-  You can enter up to 40 characters in the name field for each contact saved on the phone.
 - If you copy **Contacts** into the handset they are stored in the **Unclassified** group.
 - You can move contacts into other Groups: Family, Friends, Work, and VIP.
 - Regardless of Group, all contacts on the handset are displayed under **All**
 - Refine the search by entering a subsequent letter that can occur anywhere in the name.
Eg. 'Jn' will find 'John' and 'Julian' but not 'James'; 'Ja' will find Julian and James but not John.

4.10 Advanced Contact Options

Menu > Contacts > Options



Call	Make a Voice Call or Video Call to the selected contact
New contact	Create a new contact
Edit contact	Edit the selected contact
Delete	Delete contact, Delete all (Phone), Delete all (U)SIM, Delete all (Both)
Copy	Copy to phone or (U)SIM card, Copy all
Send Bus. Card	Send a business card via SMS, MMS, Email or Bluetooth
Default Memory	Default save location for contacts, (U)SIM card or Phone
Service dial number	Preset Voicemail and Video-mail message bank numbers
Speed Dial	Assign a speed dial to the selected contact
Manage Contacts	Set Group parameters (eg Ringtone and photo), Speed dial info and check the memory status

4.11 How to insert a Pause or a Wait in the dialled number






- Press the * key **three** times for the **Pause** character or **four** times for the **Wait** character
- 'P' inserts a 3 seconds delay, a 'W' will wait indefinitely until you enter the next character.
- Pause or Wait can also be entered into a **Contact** number (eg. to call an extension)

5 Calls







5.1 How to make a Voice Call

- Enter the **number** on the **keypad** and press the green key  to make a voice call.
- Press **OK** to activate **Speaker** (Handsfree) mode
- Press the red key  to end the call.


5.2 How to make a Voice Call from my Contacts

- Press the **Left Soft Key**  for the **Contacts** menu
- Search **Contacts** using the **letter keys** – eg. press 'J' to find John
- Use the **Arrow Keys**   to scroll to the chosen contact
- Press the green key  to make the call.
- Press the red key  to end the call.

5.3 How to view and make a Voice Call from my Call History

- Press the green key  to bring up **All Calls**. Press  again for **Last Number Redial**
- Use the **Arrow Keys**   to choose a number from the **All calls** list
- Press the green key  to make the call.
- Press the red key  to end the call.

5.4 Call options during an active Voice Call

Press the **Left Soft Key**  for **Options** during a voice call. Use the **End key** to return to the call menu



Hold:	Puts the current call on hold
End call:	End the call
Record:	Record the incoming audio. The audio file is saved to the My Audios folder
DTMF Off/On:	Enable or disable sending DTMF tones. Default is ON
Message:	Switch to SMS interface during a call
Contacts:	Switch to Contacts interface during a call
Browser:	Launch the web browser

5.5 Tips for Calls

- **Handsfree** or **Speaker** mode is activated by pressing **OK (Speaker)** during a call
- To dial an **International number** press the **star key** twice for the **International Prefix '+'**
- To call a number from a message **highlight** the number then press the **Call key**
- The microphone is on the base of the handset. Be careful not to block it with your hands
- To enable international roaming please contact your Service Provider.

5.6 How to answer a Call

When you receive an incoming call the phone **rings** and **vibrates** depending on the current **profile** setting. An incoming **call notification** is displayed on the **screen**

- Press the green key  to answer or **OK** to activate **Speaker** (Handsfree) mode
- Press the red key  to **Reject** the call
- Press **Mute** to mute the **incoming ring** if required. This feature is useful to mute the incoming ring without answering the call. The other party hears the phone ringing until the call ends.
- If **Voicemail** is active then pressing **Reject** will forward the call to your **Voice Message Bank**



5.7 How to use the headphones (Personal Handsfree)

The Personal Handsfree headphones include a microphone and a call switch

- Insert the headset into the side of the phone. The headset icon comes on
- Incoming ring only beeps in the headset when Meeting or Silent mode is enabled
- In normal ringing mode the handset rings, press the call switch to answer
- When a call is received music playing is suspended and resumes after the call ends
- The headset acts as the FM antenna and needs to be inserted to use the FM Radio

5.8 How to make a Video Call

3G coverage is required to make and receive video calls

- Enter the phone number using the keypad or from the Contacts list as already described
- Press the **Video Call**  to make a video call.
- Press the red key  to end the call
- If the call is not successful you are asked if you want to try a voice call instead.

5.9 Call options during an active Video Call


Press the **Left Soft Key**  for the following **Options** during a **video call**:

Hold/Retrieve	Send a still picture instead of your own image and the voice is muted
Start recording video	Record video from the other party (i.e. received video stream)
Block/Send my picture	Block / Send your own image to the other party
Zoom	Change the magnification of your own image
PIP off/on	Hide or show your own picture on the local screen
Exchange PIP	Reverse the Picture in Picture display
New text message	Send SMS during a video call
Contacts	Switch to Contacts interface

5.10 How to answer a Video Call



3G coverage is required to make and receive video calls. If a video call is received when browsing or using multimedia functions, the browser, media player or FM radio is suspended.

When receiving an incoming Video call:

- When receiving an **incoming video call** the phone **rings** and **vibrates** depending on the current **profile** setting,
- Press the **OK Key** to **accept** the video call,
- Press the red key  to **end** the video call.

5.11 How to make Emergency Calls

To make an emergency call during normal use

- Ensure that the handset is **switched on** and **in service**.
- Press the red key  repeatedly to return to the **Idle Screen**.
- Enter the emergency number for the present location using the keypad, (eg 111).
- Press the green key  to call the number. Follow instructions received and do not end the call until told to do so.
- If the keypad is locked it is possible to dial the Emergency Numbers without having to unlock the keypad. **Press the numbers as required then press the Call key.**
- Advise the operator which emergency service you require
- Remain stationary to get the best coverage
- Due to the nature of the cellular system the connection of emergency calls cannot be guaranteed
- Never rely solely on any wireless device for essential communications ie. medical emergencies
- The Emergency Number for Police, Fire & Ambulance in New Zealand is 111
- **The Emergency Number 112 is used internationally.**

Advanced Call Settings

5.12 Videophone Settings

Menu > Settings > arrow right ► to Call > Videophone setting

5.13 Call Divert

Menu > Settings > arrow right ► to Call > Call divert

This service enables incoming calls to be **diverted** to another number. Choose the **Call divert** function required from the menu list. Select the function to Activate, Deactivate or Check status.

5.14 Call Waiting

Menu > Settings > arrow right ► to Call > Call waiting

This feature allows an incoming call to be answered while already on a call. Answering the incoming call automatically places the first call on hold. The handset displays a table showing the **Active** call and the call on **Hold**. Pressing **Options** allows the switching between the '**Active**' and '**Hold**' calls.

Press **Options** to switch calls between **Hold** and **Active**:

03991234xx	Active	Press Options > Hold to switch calls
03996543xx	Hold	Press Options > Retrieve to switch calls

5.15 Call Barring

Menu > Settings > arrow right ► to Call > Call barring

Call barring is a network feature. Contact your Service Provider to obtain your barring Password and enable this feature if required.

All Outgoing	Calls cannot be made.
International Outgoing	International calls cannot be made.
International Outgoing (except to home country)	Restricts international calls except to your home country
All Incoming	Calls cannot be received.
Incoming (when roaming)	Calls cannot be received when you are overseas
Cancel all call barring	Cancels all barring settings
Change password	Change password

5.16 Send my number

Menu > Settings > arrow right ► to Call > Send my number

Send or **hide** your number **when making calls**. Switch it **on** or **off**. The default **Set by network** is **On**.


5.17 Any key to answer

Menu > Settings > arrow right ► to Call > Any key to answer

Enables the pressing of any key to answer an incoming call. The default setting is **Off**.

5.18 Missed Calls Alert

Menu > Settings > tab right to **Handset > Missed calls alert**

After missing a call, the **missed call icon**  is displayed on the **information bar**. Press the **OK** key to view the missed call details and to clear the icon.

When the **Missed call alert** is enabled the reminder tone will sound at your specified interval until the on screen message is acknowledged.



After a missed call press the **OK Key** to display the **Missed Calls** list.

Press the green key  to dial the last number.

5.19 Call Options when Connected to a Bluetooth device

When **connected** to a Bluetooth accessory such as a **car kit** or a **wireless headset** incoming calls are forwarded to the Bluetooth device. Press the **Call key** on the **Bluetooth device** to answer the call. When idle press the call key on the Bluetooth device to initiate Last Number Redial on the handset.



An **active call** can be **switched** between the **Bluetooth device** and the **handset** by pressing:

Options > Switch to handset / Switch to Bluetooth.


6 Messages and Emails

6.1 How to send a Text Message (SMS)

Press the **Left Arrow Key** as a shortcut to **Messages** or **Menu > Messages > New message > Text message**

- Press the **OK Key** to **Add** a **Contact** or enter the number manually.
- Scroll to the chosen contact and press **OK twice** (once to select and once to confirm)
- Press the **Down Arrow** to move into the text field
- The **default text mode** is **abc** indicated by **abc** in the top right corner of the display
- Enter text by pressing the corresponding multi tap keys for each letter. Press the key once for the 1st letter shown on the keys, twice for the 2nd letter etc.
- Press the **# key** to toggle between **En (Predictive text)**, **ABC, abc** and **123** text modes.
- When completed press the **OK Key** to **Send** the message.

6.2 How to view a received Text Message (SMS)

- The **envelope icon**  on the **information bar** indicates a new SMS message. The **message alert tone** and **vibrate** activate depending on the current **profile** setting. Press **OK** to view.
- The envelope icon will clear once all unread messages have been viewed.
- Navigate to the Inbox (**Menu > Messages > Inbox > OK**) to view received messages. Scroll to the desired message and press **OK** to **View**.

6.3 How to use Predictive Text

Predictive text allows words to be entered more efficiently using a single keypress for each letter, as opposed to multiple keypresses in multi-tap text mode. Compare how to write the word 'the':

Traditional multi-tap text mode (ABC, abc)	Predictive Text Mode (En)
Press 8 (tuv) once to select 't'	Press 8 once for 't'
Press 4 (ghi) twice to select 'h'	Press 4 once for 'h'
Press 3 (def) twice to select 'e'	Press 3 once for 'e'

- The **default text mode** is **abc** indicated by **abc** in the top right corner of the display.
- Press the **# key** to toggle between different modes **En, ABC, abc** and **123**
- If you change the default mode the handset will remember your last setting.
- **Predictive text** uses a built-in dictionary to generate words from the letters pressed.
- When a word is highlighted press the **# key** to raise the case. **Eg.** dave > Dave > DAVE
- Use the **▲▼ keys** to choose from available words and press **OK** to confirm or choose **Spell Word?** to insert a new word and save to **My Words**. Unknown words default to **Spell Word?**
- In Multi-tap modes (ABC, abc) if the next letter is on the same key, wait until the cursor appears or press the **Right arrow ►** to move the cursor on.
- To insert a **space** press the **0 key**. To **delete** letters press the **C key**.
- Press the **1 key** for common punctuation marks. Press the *** key** for special characters.
- **ABC, abc** are multi-tap modes. Press the key once for the 1st letter, twice for the 2nd letter etc.
- In text input screens (eg SMS, MMS and Email) you can add your own words to the built-in **Dictionary** which is called **My Words**.
- Press the **Options** key to access **My Words** to **Add** new words to the available lists.

6.4 How to add words to the built in Dictionary (My Words)

- From **predictive text** mode enter words directly by choosing **Spell Word?**
- From the text entry screen press the **Options** key and select **My Words**
- The first time you use **My Words** press **OK** to **Add** a new word
- Type the new word using the **ABC**, **abc** or **123** modes then press **OK** to **Save** it
- In **My Words** you can press the **Options** key to **Edit**, **Delete** or **Delete all** words.

6.5 Special Characters and SMS Message Length



€ \ [] { }	Each time one of these symbols is used 2 standard SMS characters are transmitted.
...	This symbol is not part of the standard SMS character set. Each time one of these symbols is used the entire message is converted to Unicode. The maximum number of Unicode characters per SMS is 70.

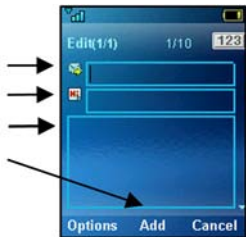
6.6 How to send a Multimedia Message (MMS)

Use a **Multimedia Message** to send **pictures, music** or **video files**.

You can also send an MMS directly to an Email address.

Menu > Messages > New message > Multimedia message

- Enter the phone number, email or press **OK** for **Contacts**
- Press the **down arrow ▼** to enter the subject field (if required)
- Press the **down arrow ▼** to enter the main message body
- From the text area press **OK** to **Insert** an **Image, Audio** or **Video** file
- Browse the folders to select the required file. Press **OK**
- When finished press the **Left Soft Key > Options** to **Send**



Each 'page' can only contain one image, one audio, and one video file. To add more than one file of the same type, select **Options** to add a new page.

6.7 How to receive a Multimedia Message (MMS)

Menu > Messages > Inbox

- When **receiving** an **MMS** you get a standard **message alert**. Press **OK** to **View**.
- Press **Retrieve** to download the message attachment.
- When the attachment has downloaded press the **Left Soft Key** for **Options**.
- Choose **Use Highlighted Item** to **Save** the file into **File Manager**

6.8 MMS and SMS Advanced Settings


Menu > Messages > Settings > SMS Settings

The message centre number is stored on your (U)SIM card supplied by your service provider. The MMS and SMS settings are preset by your Service Provider.

6.9 WAP Push Message

Menu > Messages > Settings > MMS Settings > PUSH Message – Accept or Reject

A WAP push message is a formatted SMS that displays a message to the user, giving the option of connecting directly to a website using the browser.

- WAP Push Messages are indicated by the  icon on the information bar
- Use the Browser to view Push Messages. Set to **Reject** to disable Push Messages.

6.10 How to send an Email

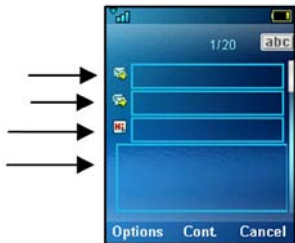
Menu > Messages > tab right to Email > Settings > Mailbox Settings > Edit

- The **default** Email **client** is configured for your service provider
- **Add** your **Username, Password** and **My Email address**
- The username should be the full address: username@domain.com
- It is possible to **Add** other providers under **Mailbox Settings**
- Configure the settings by reference to the other provider.

Sending an Email

Menu > Messages > arrow right ► to Email > New Email

- Enter the sender address e.g. username@domain.com
- Press the **down arrow** ▼ to access the Copy To Field
- Press the **down arrow** ▼ to access the Subject Field
- Press the **down arrow** ▼ to enter the Text Field
- Press **OK** to **Insert** attachments if required
- Browse to the appropriate folder to add the attachment
- When you are finished press the **Left Soft Key** > **Options** to **Send**.



6.11 How to receive an Email

Configure the **Email Client** with your personal settings to enable Emails.

Menu > Messages > arrow right ► to Email > Settings > Mailbox Settings > Edit

- The default Email client is configured for your service provider
- **Add** your **username, password** and **My Email address**
- The username should be the full address: username@domain.com
- It is possible to **Add** other providers under **Mailbox Settings**
- Configure the POP Server details, SSL settings, etc. by reference to the other provider.
- **Menu > Messages > arrow right ► to Email > Inbox > Options > Retrieve**
- New Email messages are delivered to the handset

6.12 How to set up automatic Email Retrieval

Menu > Messages > arrow right ► to Email > Settings > Automatic Retrieval

Set your required polling time interval to check the server for new Email messages.

6.13 What are User Folders?

User folders can be used to file your incoming SMS, MMS and Email messages

- **Menu > Messages or Email > Inbox > Options > Move to user folder**
- **Menu > Messages or Email > user folders** to view the contents
- **Rename** your folders if required eg Work, Personal etc.

7 How to Personalise the Phone

There are many ways to customise the handset such as changing profiles, wallpapers, ringtones, and setting up shortcuts.

7.1 Change the Profiles

A profile describes how the handset behaves during an incoming call. Eg. If you are in a theatre or library you can select the **Silent** profile.

Profile	Default Setting	Notes
General	Keytones ON, Ringing ON, Vibrate OFF	Press and hold the # key to switch between the General and Meeting profiles
Meeting	Keytones OFF, Ringing OFF, Vibrate ON	
Outdoor	Keytones ON, Ringing ON, Vibrate ON	
Silent	Keytones OFF, Ringing OFF, Vibrate OFF	

Each profile can be customised to suit your needs:

Menu > Settings > arrow right ► to Profiles > Edit the required **Profile** to change the following settings:

• Voicemail ringtone	• Ring volume	• Message tone	• Warning tone (eg. Low battery)
• Videocall ringtone	• Ringing type (eg. vibrate)	• Keypad volume • Keypad sounds	• Earpiece volume



From the idle screen long press the **# key** to switch between **General** and **Meeting**

7.2 Set your own Shortcut Keys (Arrow keys)

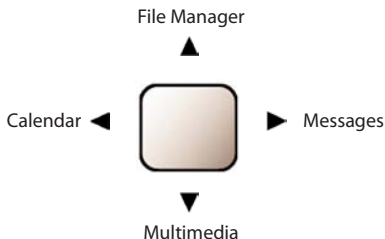
The **four arrow keys** (▲▼◀▶) can be customised to launch your **preferred features** quickly from the **idle screen**.

Menu > Settings > arrow right ▶ to Handset > Shortcut keys > OK

- Set each key in turn to the preferred setting
- Scroll to the chosen feature and press **OK** to assign the shortcut key.



Example Shortcut Setting:



7.3 Change the Background Screen (Wallpaper)

Menu > Settings > Wallpaper

- Browse to the **required folder** eg **Photos > Wallpapers or My Pictures**
- Choose the required picture and press **Set** to confirm



See **Connectivity** to import pictures

See **Imaging** to take photos on the camera


7.4 Change the default Ringtone or Message Tone

Menu > **Settings** > arrow right ► to **Profiles** > Select the **Profile** you wish to modify > **Edit**



- Press **OK** to **Modify** the **Voicecall ringtone**, **Videocall ringtone** or **Message tone**
- Browse to **Audios, Ring** to see the available built in tones.
- See **Connectivity** to import your own music files.

7.5 Enable Vibrate Mode

Menu > **Settings** > tab right to **Profiles** > Select the **Profile** you wish to modify > **Edit**

- Scroll down ▼ to **Ringing type** and press **OK** to **Modify**
- Select the required mode and press **OK** to confirm.
- The **vibrate icon**  displays on the **Information Bar**

7.6 Engage Meeting Mode with a single key press

- **Meeting Mode** puts the handset in silent mode with vibrate on.
- From the **Idle Screen** press and hold the **# key** to engage and disengage **Meeting Mode**
- The vibrate icon  and mute symbol  displays on the **Information Bar**

7.7 Change the keypad sounds

Menu > **Settings** > arrow right ► to **Profiles** > **Edit**, Scroll down ▼

- **Keypad volume** sets the volume level for the keypad sounds. Select **Mute** switch them off.
- **Keypad sounds** select **Tones** or **Spoken (Chinese, English or Maori)**. The default is **English Spoken**.

7.8 Change the Backlight timers

Menu > Settings > Backlight timers

- **Fulllight duration:** The main display is lit for the duration specified after the last key press
- **Halfight duration:** the display is lit at reduced brightness for the specified time

7.9 Change the Display Brightness

Menu > Settings > Display Brightness

- Use the Up and Down ▲ ▼ keys to set the desired level.

7.10 Set the Keypad Backlighting

Menu > Settings > Keypad Backlighting

Keypad light		Set the duration the keys remain illuminated after the last key press
Period	Always On	The keypad backlighting is enabled for the Duration specified
	Customise	The keypad is only illuminated between the times set



Keypad backlighting is unnecessary during the day so a customised setting can improve battery

7.11 Add a Greeting and Owner name

Menu > Settings > Owner name

Menu > Settings > Greeting

- The **Owner name** is permanently displayed on the idle screen
- The **Greeting** is displayed during the start up sequence

7.12 What is the PIN Code?

Menu > Settings > arrow right ► to Security > Activate security codes > PIN code

- The **PIN code** is stored on the **(U)SIM card** and protects your **account** against unwanted use
- Select **On** or **Off** and enter the PIN number to confirm. The original PIN number is provided by your service provider but can be changed if required
- To change the PIN Code select **Change security codes > PIN code**
- **If you forget the PIN code it can be reset by your service provider.**

7.13 What is the Handset Lock Code?

Menu > Settings > arrow right ► to Security > Activate security codes > Handset lock code

- The Handset lock code is stored on the handset and protects against unwanted use. If the handset is lost or stolen it cannot be switched on without the handset lock code. This provides a greater level of protection than the PIN code which protects the (U)SIM card only. The default code is 0000.
- Select On or Off and enter the Handset code, 0000.
- To change the Handset Code select **Change security codes > Handset lock code** and enter a new code of your choice
- **It is important to remember this code as it cannot be reset by the user. It can only be reset by the repair agent for a fee.**

Notes about PIN Codes

- The PIN and PUK Codes are provided by your Service Provider
- If you enter the PIN number incorrectly three times the phone will be PUK locked
- Contact your service provider to get the PIN Unlocking Key (PUK code)
- PIN2 Code is an additional PIN on the (U)SIM card and is not generally supported.

8 File Manager

8.1 File Manager

Menu > File Manager

File Manager is a storage area for **Photos**, **Audios**, and **Videos**. It is separated into four folders, **Photos**, **Audios**, **Videos** and **Others** as shown:

Folder	Contents	Description
Photos	Wallpapers	Background screens for the handset
	My Pictures	Default directory for handset pictures
Audios	Ring	Pre-loaded handset Ring Tones
	My Audios	Storage for your own Audio files (MP3 etc)
Videos	My Videos	Default directory for handset videos
Others		Downloaded Internet files, JAVA apps etc.

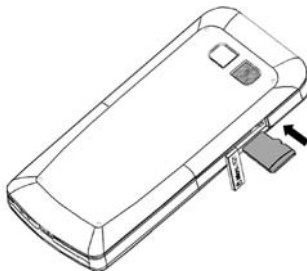
Preloaded files in the Wallpapers and Ring folders are read only and cannot be deleted.

8.2 Installing Additional Memory - microSD card

Handset memory can be increased by inserting a micro SD (HC) card up to 8GB.

micro SD cards up to 2GB are supported (FAT 16 format).

micro SD HC (high capacity) cards up to 8GB are supported (FAT 32 format).



- Open the memory expansion port on the left side of the handset
- Insert the memory card with the gold contacts facing the top of the handset. The card will only fit one way.
- Push the card all the way in until it locks into place. Use your finger nail or a soft blunt object.
- With the microSD card inserted the default storage location (for photos etc) is the **External Memory**. You can set this under **Menu > Settings > arrow right ► to Handset > Download location**.
- Go to **Menu > File Manager > arrow right ► to Mem. Card** to access the stored files
- Go to **Menu > Settings > Handset > USB Mode > Mass Storage Mode** to enable the memory card to show up as an external drive on your computer. See Connectivity.

9 Alarms and Appointments

9.1 Set Alarms

Menu > Tools > Alarm > Add (or **View** an existing Alarm)

Configure the alarm as required using the Alarm Setup Screen:

- **Daily** Alarm goes off every day
- **Workday** Alarm goes off Mon – Fri only (Rest days can be set under **Options**)
- **Weekly** Alarm goes off at the same time each week
- **Once** Alarm only goes off once
- **Snooze** can be set to be Off, 5, 10, 15 or 30 minute intervals
- **Snooze** repeats for **six times** or until you **Stop** the alarm by pressing the **OK key**
- The **Alarm sound** is preset. Press **Edit** to change if required
- If the Alarm time has passed it cannot be saved
- If the phone is switched off the Alarm automatically switches the handset **On**

Alarm Summary Table

Status	Enable / Disable
Alarm type	Daily, Workday, Weekly, Once
Alarm date	Available with Weekly and Once
Alarm time	Set as required
Snooze	Off, 5, 10, 15, 30 minutes
Ringtone	On / Off
Alarm sound	alarm.mid, press Edit to change
Comment	Optional

9.2 Set Appointments using the Calendar

Menu > Tools > Calendar > Add

- Add a **Appointment**, **Memo** or **Reminder**. The memo function does not include an alarm
- Use the **Appointment** to set **repeat events** such as **Weekly Meetings** and **Anniversaries**
- Follow the prompts on screen to configure the event, see the examples in the table below
- Events are shown by a highlighted box on the event day
- Use **Options** to see the Month view and to change default behaviour under **Settings**
- If the Alarm time has passed or is after the event time you cannot save the appointment
- If the phone is switched off the Alarm automatically switches the handset on

Examples of different uses for the Calendar > Appointment function

	Daily Reminder	Meeting & alarm	Repeat Meeting	Anniversary
Subject	Check mail	Appointment	Weekly Team	John's Birthday
Location		Dentist	Office	
Start time	10.00am	11.00am	10.00am	08.00am
End time	10.00am	01.00pm	11.00am	08.00am
Start date	28/09/2008	30/10/2008	29/09/2008	29/03/2009
End date	01/01/2010	30/10/2008	01/01/2010	29/03/2030
Alarm set	On	On	On	On
Alarm time	09.45am	10.00am	09.45am	08.00am
Alarm date	28/09/2008	30/10/2008	29/09/2008	29/03/2009
Repeat set	Daily	Not repeated	Weekly	Yearly
Repeat until	28/10/2008	N/A	29/09/2012	29/03/2030

10 Imaging - Pictures and Videos

10.1 How to use the Camera

Menu > Multimedia > Camera



From Still mode press ► to change to Video mode as shown by the icon in the top right hand corner. Press **OK** or the **Camera key** to **Capture**.



- Use the Up and Down arrows to control the zoom
- Press the **Options** button to:
 - Change the **Photo size***
 - Change the **Photo quality**
 - Change the **Brightness**
 - Change the **Contrast**
 - Apply an **Effect (Normal, B&W or Sepia)**
 - Change the **Shutter sound**
 - **Save to – Handset memory or Memory card (if fitted)**
 - **Switch to video camera**
 - Press **My Pics** to view your saved pictures



- * The default photo size is small to enable easy sending by MMS and Email.
To increase the photo size : **Menu > Multimedia > Camera > Options > Photo size**


10.2 How to use the Video Camera

Menu > Multimedia > Video Camera

 From Video mode press the  to change to Still mode as shown by the icon in the top right hand corner. Press **OK** or the **Camera key** to **Record**.

- Use the Up and Down arrows to control the zoom
- Press the **Options** button to change the following:
 - **Video size**, default is **8 min**. Change this if required.
 - **Video quality**
 - **Brightness**
 - **Contrast**
 - **Effect (Normal, B&W or Sepia)**
 - **Video sound**
 - **Video format**, MP4 or 3GP
 - **Save to – Handset memory or Memory card (if fitted)**
 - **Switch to camera**



 Press My Vids to view your saved video files
When viewing a video press **Full Scr.** to view in Landscape.

10.3 Viewing pictures and videos

1. View the file directly from File Manager

Menu > File Manager > Photos > My Pictures or

Menu > File Manager > Videos > My Videos

Scroll down the list to your chosen picture or video, Press **Open** to view the picture or video.

2. Create a slide show to view pictures in sequence

Menu > Multimedia > Slide show > Add > Photos > My Pictures

Press the **Right Soft Key** to **Mark** your selected photos then press **OK** to **Save**

Press **Play** to access the slide show, then press **Start** to automatically view the pictures sequentially.

3. View My Pics or My Vids from Camera mode

Menu > Multimedia > Camera > My Pics

Menu > Multimedia > Video Camera > My Vids

Press the Right Soft Key to select **My Pics** or **My Vids** to view your saved photos or videos.

Additional features when viewing Pictures and Videos:

(* = Available in Full Screen mode only)

Still Pictures		Videos	
Full Screen	Right Soft Key	Full Screen, Landscape	Right Soft Key
Zoom in & out*	Up/Down Arrows	Volume up and down	Up/Down Arrows
Rotate	1,3 keys	Brightness	2,8
Move*	2,4,6,8		

11 Music

To import music files onto the handset see the following sections:

- Import music files from your computer using JoinME (See **Connectivity**)
- Import music files from your computer or other device using Bluetooth (See **Connectivity**)
- Import music files from a computer using **Mass Storage mode** (See **Connectivity**)

11.1 Browse and play music files from File Manager

Menu > File Manager > Audios > My Audios

- Press **Open** to play the desired music file.

11.2 FM Radio

Menu > Multimedia > FM radio

- Insert the personal hands free kit (PHF). The headset acts as the antenna for the FM radio.
- Tune the required station using the ◀ ▶ keys or **Options > Auto-search** or **Add preset**
- **Auto-search** scans automatically for channels.
- Use **Add preset** to enter the frequency using the keypad and * key to access the decimal point
- **Remember** to **Save** the **new channel**.
- From the channel list press **Options > Rename** to personalize the channel name eg ABC
- If an incoming call is received, the radio is suspended while you answer the call.

Warning – At high volumes, prolonged listening to audio devices can damage hearing.



11.3 Create a new Playlist

Method 1: Create a Playlist from File Manager

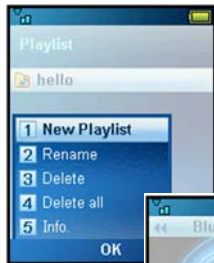
Menu > File Manager > Audios > My Audios

- Scroll through the files and Mark file(s) or press **Options** > **Mark all** files
- Press **Options** > **Add to playlist** > **OK** (for existing Playlist) or **New, OK** (for new playlist)
- The selected song or songs will be added to an existing or new playlist
- **Menu** > **Multimedia** > **Playlist** > Scroll to select, **OK** to **Play**

Method 2: Create a playlist in Multimedia

Menu > Multimedia > Playlist > Add > Playlist name > OK > Audios > Browse to locate files

- Press **Mark** to add files to the playlist
 - Press **OK** to save the **Playlist**
 - Press **Options** to add a New Playlist, Rename etc:
 - Press **Edit** to **Add** tracks then **Options** to **Remove**
 - After editing a **Playlist**, you need to save it
-
- Within a Playlist press **Options** to set the **Repeat Setting, Equaliser**:
 - Use ▲▼ keys to adjust the volume
 - Press the ◀▶ keys to skip tracks
 - Press and hold the ◀▶ keys to rewind or forward through tracks



12 Connectivity

12.1 Use JoinME to Connect your phone to a computer

JoinME is a computer program to connect your phone to a computer. Once installed JoinME is used to manage contacts, messages and calendar functions. It is also used to connect to the internet and transfer music / picture files. Please install the software before connecting your phone.

Compatibility

- The software is **only** compatible with Windows 7, Vista, XP and MAC OS 10.5 and above but cannot be guaranteed to run on these systems
- The software may not run in all environments, or in conjunction with other software
- Multi-boot systems are not supported
- The software should be installed and run with the Administrator login
- Please install the software before connecting your phone and follow the installation steps carefully
- Please see our web site FAQ's <http://www.zte.co.nz>
- Browse the CD JoinME Help file for more assistance.

12.2 Install JoinME

Please install the JoinME CD **before** connecting the phone to the computer.

- Insert the CD provided into the computer
- The CD auto-starts after a few seconds
- If auto run does not start then run Setup.exe from the CD to launch the installation shield
- Please follow the prompts to install the software
- When the installation is complete plug the handset into the computer using the USB lead supplied
- The USB lead is unique and **should not** be used for other devices (It is not the same as digital camera leads)
- When the handset is plugged in the computer automatically installs the drivers. If this fails consult our website for more help or access Windows Device Manager to update the drivers. See <http://www.zte.co.nz> for instructions.




Note

If the phone is connected to the computer before installing JoinME then the drivers are not installed correctly:

- Unplug the phone, un-install then re-install JoinME
- See the JoinME user guide on the CD for more information
- See <http://www.zte.co.nz> for more assistance.

12.3 Use JoinME to copy photos to your computer

Transfer photos from the handset to your computer using JoinME:

- **Make sure the phone is switched on and connected to the computer and JoinME has been installed.**
- The PC Connection on the handset needs to be set to USB
Menu > Settings > arrow right ► to Handset > PC Connection > USB
- **Connect the phone** to the computer **using the USB lead** supplied
- **Double-click the Telecom JoinME icon** on the **desktop**.
- Select the phone type and **press Connect**.
- Select the **Media button**  as shown on the next page
- **Double click on My Phone** in the **bottom left hand corner**
- **Double click on Photos** to expand the folder structure
- **Double click on My Pictures** to see the picture files on the right hand side.
- **Drag*** the required file from the file list and **Drop*** it into the required **destination folder** on the PC.
- The file will be copied to the destination folder (eg Desktop)
- **Files can only be transferred into Folders.**
- The default picture size is small when viewed on the computer. See 10.1

* **Drag and Drop** is a method of copying files. Click on the file, hold down the left mouse button, move the mouse pointer to the required destination and release the left mouse button to Drop the file to that location. **Alternatively** right click on the file and use **Copy** and **Paste** from the menu.

Copy files (eg Photos) from phone to computer using JoinME

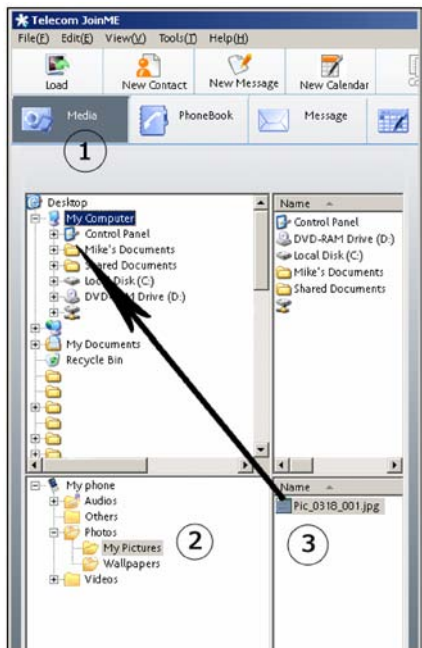
1. Select the **Media button**
2. Select **My Pictures** folder on **My Phone**
3. **Drag** the picture from **My Pictures** to a **folder** on the **PC**
4. **Alternatively** right click on the file and use **Copy** and **Paste** from the menu



Files can only be copied into **Folders**

Notes on transferring files

DRM protected files, default ringtones and wallpapers cannot be copied or sent to other devices.



12.4 Use JoinME to transfer music from a computer

- Check that PC Connection on the handset is set to USB
Menu > Settings > arrow right ► to Handset > PC Connection > USB
- **With the handset on and JoinME installed.**
- **Double click** the **JoinME icon** on the **desktop**.
- Select the phone type and **press Connect**.
- Select the **Media tab** as shown in the picture on the next page.
- **Double click My Phone** in the **bottom left hand corner**.
- **Double click Audios** to open up the **Audios folder**.
- Locate the **music files** on the computer by browsing through the Windows file structure in JoinME.
- **Drag** the required file from the **top half** (computer) and drop it into **My Audios** on the phone.
- The file is copied to the destination folder (as shown below). **Files can only be copied into Folders**.
- Alternatively **Right Click** on the file, choose **Copy**, then go to the destination folder and **Paste**.

Note: Files that you purchase from your service provider are DRM protected. These protected files cannot be copied or sent to other devices.



MP3, WAV, WMA and MIDI files are supported.
The MP3 format is preferable due to smaller file size.

Copy files(eg Music) from Computer to handset using JoinME

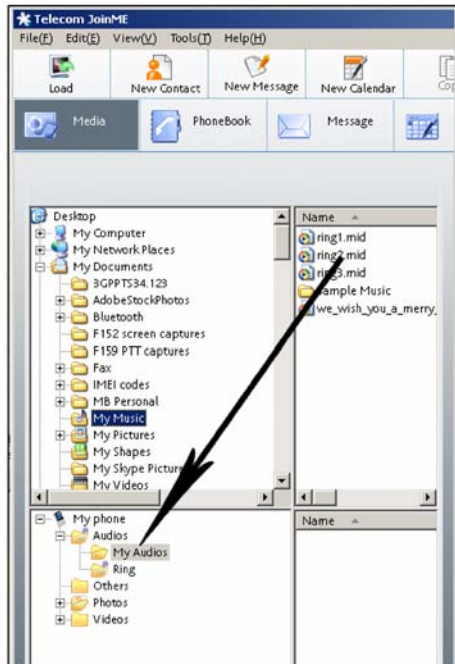
Select the Media button

Use **drag** and **drop** to copy the selected file from the computer to the **My Audios** folder on the handset.

Alternatively select the file, right click to **Copy** the file, select the destination folder (on the handset) and choose **Paste**.



Files can only be transferred into **user folders** on the **handset**. Eg. Transfer music files into My Audios, pictures into My Pictures and java games and applications into the Others folder. All other folders are write protected.



12.5 Enter Contacts using JoinME

Use JoinME to enter new contacts into the phone.

The screenshot shows a 'New Contact' dialog box with the following fields and options:

- Save Location: Local (selected), Phone, USIM card, All
- Name:
- Group:
- Mobile:
- Mobile(Other):
- Tel Office:
- Tel Home:
- Fax:
- Email(Public):
- Email(Other):
- Street:
- City:
- State:
- Country:
- Postcode:

Buttons: Save, Cancel



The save location 'Local' refers to the computer. Remember to change this if you want to save contacts directly to the handset or use the copy function to copy contacts from Local to Phone. There is less storage available on the USIM card so some of the fields are greyed out.

12.6 Copy Contacts from the phone (create a local backup)

1. Select USIM to copy contacts from the USIM to the PC

Folder	<input checked="" type="checkbox"/>	N	P...	Tel
Local(0/1500)	<input checked="" type="checkbox"/>	Alan...	04980...	
Unclassified(0)	<input checked="" type="checkbox"/>	Alis...	03933...	
Family(0)	<input checked="" type="checkbox"/>	Alis...	+6141...	
Friends(0)	<input checked="" type="checkbox"/>	Amal	04289...	
Colleague(0)	<input checked="" type="checkbox"/>	amy	04210...	
Mates(0)	<input checked="" type="checkbox"/>	andr...	+6140...	
Society(0)	<input checked="" type="checkbox"/>	Ann...	96965...	
VIP(0)	<input checked="" type="checkbox"/>	Ann...	04257...	
My Group(0)	<input checked="" type="checkbox"/>	Ann...	97411...	
Phone(0/500)	<input checked="" type="checkbox"/>	Ann...	04384...	
Unclassified(0)	<input checked="" type="checkbox"/>	arthur	04485...	
Family(0)	<input checked="" type="checkbox"/>	Ashl...	04000...	
Friends(0)	<input checked="" type="checkbox"/>	Audl...	94270...	
	<input checked="" type="checkbox"/>	bank	1406157	
	<input checked="" type="checkbox"/>	ben	04146...	
	<input checked="" type="checkbox"/>	Bet...	04214...	

2. 'Select all' by checking the box at the top of the list

3. Drag and drop the complete list to local.

This will copy all the USIM contacts to the PC (Local)
You can also select an individual contact to copy it in either direction.

You can also right click on the Contacts grid and Import from Outlook. See 12.7 below...



Copy one or all of the contacts from **Local** to **Phone** using the **same method**

12.7 Import Contacts from Microsoft Outlook

- Launch Microsoft Outlook, have JoinME running and the handset connected.
- Select the **Phonebook tab** in JoinME, see image in section 12.6
- **Click** the 'sync' button in the top right hand corner of the JoinME window
- Select **Import Contacts From Outlook**.
- Only contacts in the **root folder** (Contacts) of Outlook are imported

The following fields are imported from Outlook to JoinME as below:

Outlook	JoinME
Full Name	Name
Mobile Telephone Number	Mobile
Other Telephone Number	Mobile(Other)
Business Telephone Number	Tel Office
Home Telephone Number	Tel Home
Home Address	Address
Home Fax	Fax
E-mail	Email(Public)
E-mail 2	Email(Other)

Note: Telephone numbers must contain numbers only for import to be successful. (only exception is the '+' symbol). Any foreign characters eg. () - . may cause the entry not to be imported.

12.8 Export Contacts to Microsoft Outlook

- Launch Microsoft Outlook, have JoinME running and the handset connected.
- Select the **Phonebook tab** in JoinME, see image in section 12.6
- Tick the phone number(s) you want to export.
- **Click** the 'sync' button in the top right hand corner of the JoinME window
- Select **Export Contacts to Outlook**
- The contact details will be mapped to the Outlook fields as shown. It is possible to modify the respective Outlook destination field using the drop down box.
- Press **Start Export** to export the Contacts:



12.9 Use JoinME to send an SMS

- Select the **Message** tab
- Click the **New** button to draft an SMS
- The new message window appears
- Click the **magnifying glass** to select a contact from **Local, Phone** or **(U)SIM** card
- Tick the box to select the Contact, press the right arrow to choose.
- Multiple contacts can be chosen. Click OK to continue
- Type your message in the text entry field and press Send when complete.
- Alternatively from the Phonebook tab you can select multiple contacts then right click and select New Message.



SMS Messages sent from JoinME are stored on your computer in the Local folder of the Message tab.

12.10 Import Calendar events from Microsoft Outlook

- Launch Microsoft Outlook, have JoinME running and the handset connected
- **Note:** At the end of the import process Outlook may shut down. Save all information beforehand.
- Select the **Calendar tab** in JoinME
- **Click** the 'sync' button in the top right hand corner of the JoinME window
- Select **Import Calendar From Outlook**
- All calendar entries are copied into JoinME
- Select the required entries, or select All
- Copy the imported entries from Local to phone

12.12 Connect to a Bluetooth Device

Bluetooth is used as a wireless connection for headsets, hands free car kits and computers. Not all applications or devices are supported. Bluetooth is an open forum and manufacturers choose which functions to implement.

The handset supports Bluetooth 2.0 with Handsfree, Headset, FTP and DUN profiles.

Consult the other device for compatibility, connection issues and to find the pairing password.

Please follow the process carefully. Connecting to a Bluetooth device first time around requires authentication where both devices share a password.

When the devices are paired and connected the process is more automatic.

Connect to a Bluetooth Device

Menu > Tools > Bluetooth > Bluetooth manager

- Press the **Left or Right Arrow Key** to switch Bluetooth on.
- Go down to **Visible** then press the **Left or Right Arrow Key** to select **Show**. The phone name can be customised if required. Press **OK** to confirm.
- Go to **My devices** and press **OK**. Press **Search** to look for Bluetooth devices nearby.
- The chosen device must be switched on and in pairing mode.
- Available devices are listed in the device list. Select the required device and press **OK** to **Connect**.
- Enter the **pass code**, usually 0000 or 1234. Consult the device user guide for more information.
- If you are connecting to a PC or another mobile enter the same password when requested on that device.
- Once the password has been shared and accepted by both devices they are paired.

Send files from the handset to another device

Menu > File Manager

- Browse through the folders to the chosen file
- Press the **Left Soft Key** for **Options**
- Choose **Send** then select **Via Bluetooth** and press the **OK Key**
- If no devices are shown press **Search**
- Select the required device to send the file to
- Enter a **pass code** and use the same **pass code** on the other device (eg 0000).

Receive files from another device

- When another device sends you a file press **Yes** to authorise the connection
- Press **Yes** to accept the file

Connect to a Bluetooth Car Kit or Personal Headset

Follow the manufacturer's instructions carefully to enable Pairing Mode on the other device. It is not possible to connect the phone to the other device unless Pairing Mode is enabled. Select the required device, share a **pass code** and press **Connect**.

Menu > Tools > Bluetooth > Bluetooth manager > Turn On, Show > OK

- Make sure Bluetooth is **On** and in **Show mode** and the **other device** is in **Pairing Mode**
- On the handset go to **Bluetooth: Menu > Tools > Bluetooth > My devices**
- Press the **Right Soft Key** to **Search**
- From the list of available devices select the required device and press **OK** to **Connect**
- Enter the **pass code** specified in the user guide of the far end device (eg 0000 or 1234)

- When the devices are paired the handset reports the device has been added
- In **My devices** go to the new device and press **OK** to **Connect**
- The devices are now Connected
- When connected, incoming calls are sent to the Bluetooth device automatically. Press the call button to answer.
- During a call press **Options > Switch to Handset** to return the call to the handset

12.13 Dial Up Networking using USB or Bluetooth

Dial Up Networking (DUN) is a method to connect your PC or MAC to the internet using the handset as a dial up modem.

a) Dial up Networking over USB using the Windows New Connection Wizard

Make sure JoinME is installed, the handset is on and connected to the PC using the USB lead supplied.

Example for Windows XP

On the PC go **Start > Accessories > Communications > New Connection Wizard** and follow the prompts:

Connect to the internet > Set up my connection manually > Connect using a dial up modem

Select the ZTE USB Modem and uncheck any other modems

The **ISP Name** can be any name you like eg. R101 Handset

Set the **Phone number** to *99# > The **Username and Password** must be **blank** >

'Make this the default Internet connection' can be unchecked (optional) >

'Add a shortcut to this connection to my Desktop' can be checked (optional) > **Finish**

Press **Dial** to test the connection

The PC opens an internet connection using the handset as a high speed modem

b) Dial Up Networking over Bluetooth

Bluetooth can be considered as a wireless replacement for the USB connection and is compatible with any DUN enabled Bluetooth device. Use Bluetooth to connect the handset to a PC or MAC and use Dial Up Networking to create an internet connection.

i) Both devices must have Bluetooth ON

Handset: Menu > Tools > Bluetooth > Bluetooth manager > Turn On, Show > OK

PC or MAC: Enable Bluetooth using the appropriate hardware or software settings

ii) Set the handset PC Connection to Bluetooth

Menu > Settings > Handset > PC Connection > Bluetooth

iii) Create a New Connection on the PC or MAC

Launch the Bluetooth manager software on your PC or MAC. This varies depending on your platform, hardware and software. Create a new connection and enter the same password, when prompted, on each device. Select the R101 Handset, the Dial Number is *99# and the Username and Passwords are blank.

When the Bluetooth manager opens a connection to the handset, accept the incoming connection by pressing **Yes** when prompted.

The PC or MAC can now connect to the internet via the handset.

12.14 PC Connection

Menu > Settings > Handset > PC Connection > Bluetooth

PC Connection specifies how the handset transfers data to a computer. It can be set to be via Bluetooth or via the USB cable. JoinME transfers data via the USB connector, setting up a wireless data session over Bluetooth requires the PC Connection to be set to Bluetooth.



If **PC Connection > Bluetooth** is selected then **JoinME will not connect** to the handset.

Restore the PC Connection to USB to re-enable JoinME.

12.15 Use the phone as a Mass Storage Device with a microSD Card

Menu > Settings > Arrow Right ► to Handset > USB Mode

Mass Storage Mode enables the microSD Memory card to be connected to the computer as an external drive. The handset can be used as a USB mass storage device. Files can be transferred to and from the handset via the USB cable. The memory card appears as an external drive on your computer.

PC Suite Mode enables the handset to transfer files to the JoinME Computer Suite via the USB cable.

Note: When the handset is connected to a computer in **Mass Storage** mode then calls **cannot** be made or received. The handset is disconnected from the network.

13 Other Facilities

13.1 Browser

Menu > Browser

Home	The home page is set by your Service Provider
New Link	Enter a web address manually using the keypad
Bookmarks	Link to a previously saved page
History	Display pages visited
Saved Page	View a local copy of a previously saved page
Settings	Display browser settings (see below)
Version	Display current browser version

Menu > Browser > Settings

Connection settings	Sets the APN, preset by your service provider
Advanced settings	Customise the browser display modes, sound, cache, cookies etc.
Clear cache	Clears all cache data
Clear Cookies	Deletes all cookie information
Clear history	Clears all history data
Certificate	List the root and CA certificates on the handset

If a web page is not displayed correctly then change the Smart Fit Mode to Off.

Menu > Browser > Settings > Advanced Settings > SmartFit Mode > On or Off

13.2 Stopwatch

Menu > Tools > Stopwatch

- Press **OK** to **Start** timing.
- Press **OK** to **Stop** timing. The screen displays the event time.
- Press **OK** to continue timing.
- Press **Right Soft Key** to reset.

13.3 World Time

Menu > Tools > World Time

- The world time function provides time information on major cities worldwide.
- Scroll to the desired city using the **Left / Right keys**.
- Select the required city then press the **OK Key** to save the selected city as the local time zone.
- **Note:** Changing time zones changes the current time setting.
- Daylight Savings is not supported.

13.4 Calculator

Menu > Tools > Calculator

- Press 0~9 keys to enter numbers. Press **Point** to enter the decimal point.
- Press **▲ ▼ ◀ ▶** for +, -, ×, ÷
- Press the **C key** to clear digits and results.
- Press **OK** to show the result

13.5 Currency Conversion

Menu > Tools > Currency Conversion

- Convert currencies quickly and easily
- The exchange rate stays set after you close the function
- Use the ▲▼ arrows to highlight the required field
- Press **Point** to use a decimal point
- The result is displayed in local or foreign currency automatically

13.6 Voice Recorder

Menu > Multimedia > Voice recorder (use Options to change the duration if required)

- Press **OK** to **Start** recording the voice memo
- Press **OK** to **Pause / Continue (Contin.)** recording
- Press the **Right Soft Key** to **Stop** recording
- Press **OK** to **Save**. The file is saved to My Audios
- Press **Right Soft Key** to **Discard** the voice memo
- Press **Left Soft Key** and select **Send** to send the memo via MMS, Email or Bluetooth.
- **Note:** The recorded voice can also be set as a Ringtone

13.7 Slide Show

Menu > Multimedia > Slide Show

- Add pictures by pressing **Add** or **Options > New Slide**
- Browse to **My Pictures** and **Mark** the pictures you want. Press **OK** to finish, **Play** to play.
- Use **Options** to create New slide, Rename, Delete, Delete all, and View the image info.
- Press the **Right Soft Key** to **edit** the slide

13.8 Streaming URL

Menu > Multimedia > Streaming URL

Streaming URL are links to audio or video streaming content over the internet. The content is only available while connected to the server and depends on your network provider.

13.9 Connections

Menu > Settings > arrow right ► to Handset > Connections

Connections are pre-defined by your service provider and enable the handset to connect to the internet via WAP and to send multimedia messages (MMS). When using an alternate carrier, **Add** a new Connection setting as defined by your service provider.

13.10 Access Point Settings

Menu > Settings > arrow right ► to Handset > Access point settings

Access Point Settings (APN) are pre-defined by your service provider and enable the handset to connect to the internet via WAP and to send multimedia messages (MMS). When using an alternate carrier, **Add** a new APN setting as defined by your service provider.

13.11 Restore default settings

Menu > Settings > arrow right ► to Handset > Restore default settings > 0000

If the handset is not working as normal, restore the handset to default factory settings. The default handset lock code is 0000. User content is not erased.

13.12 Keylock

Menu > Settings > arrow right ► to Handset > Keylock

Auto keylock can be set to automatically lock the keypad after a predetermined time. Set your desired time from the available choices. Press * followed by the **Right Soft Key to lock** or **unlock** the keypad.



Emergency numbers can still be dialled while the keypad is in the locked state.

Enter the emergency number on the keypad then press the green Call Key.

13.13 Network Settings

Menu > Settings > arrow right ► to Handset > Network settings

Preferred Mode: Lock the handset to GSM or UMTS (3G) Networks

Preferred Band: Lock the handset to certain bands, U = UMTS, G = GSM

Preferred Selection: Choose which network to register with from a list of available networks.



Manual Network Selection overrides the Preferred Mode and Band settings.

The handset stays on the chosen network and related band. Eg. If you choose a GSM Network, the Preferred Mode switches to GSM and remains in GSM-only mode. Further searches performed by

Preferred Selection > Manual mode only detects GSM networks. To return to normal mode set Preferred Mode and Preferred band to Automatic.

13.14 Games & Apps

Menu > Games & Apps

- Built in applications are provided by your Service Provider
- Download the latest games from your service provider or other specialist websites
- The handset supports Java Midlet 2.0
- Use JoinME to copy other games from your computer (see Connectivity)
- Games and applications are saved into the **Others** folder
- Select **Open** to install the game.

13.15 CTM

Menu > Settings > arrow right ► to Handset > CTM

CTM (Cellular Text Telephone Modem) is a text based communications protocol to offer support to hearing and speech impaired people. Hearing or speech impaired persons can communicate using a teletype (TTY) terminal connected to the mobile phone via a CTM Modem. The TTY signals are sent alongside speech so it is possible to configure the system to enable speaking and hearing as well as typing or receiving text to the TTY device. See options available:

CTM Mode	Description
Full	Text entered on the terminal is sent to the other party. Received text from the other party is displayed on the terminal.
Read & Talk	Received text is displayed on the terminal. Voice is sent to the other party.
Write & Hear	Text entered on the terminal is sent to the other party. Incoming speech is heard from the other party.
Off	All CTM is disabled, use the phone as normal.

14 Troubleshooting, Technical and Warranty Information

14.1 Troubleshooting and FAQ's

Please check the manual thoroughly before contacting your service provider

Symptom	Solution
No incoming ring or alarm tone	Check the ring tone and ring volume settings under Profiles Check the handset is not muted (Long press the # key)
(No) keytones when pressing keys	Check the key tone settings in the current profile. See 7.1 Change the Profiles
How do I extend the incoming ring time?	This is not a handset setting. Please contact your Service Provider to extend the ringing time.
A phone number cannot be dialled	Check for network coverage Check whether any call restrictions are set. See 5.15 Call Barring
Short messages cannot be sent or received	See Text Message Settings and check the SMS centre number is correct. Contact your service provider for more details.
MMS messages cannot be sent or received	Your subscription does not include data services. Check with your service provider.
How do I change to Predictive Text?	The # key is used to toggle between different modes. See Chapter 6 for details.

Symptom	Resolution
I cannot connect to JoinME	Check: Menu > Settings > Handset > PC Connection > USB Uninstall and re-install the CD software See FAQ's at http://www.zte.co.nz/ for more assistance
My phone is slow to respond, handset storage problems	Restart your phone every day to refresh the memory Delete or archive old SMS messages and other content Restore default settings: Menu > Settings > Handset > Restore default settings > 0000
The battery discharges quickly	Possible network coverage issue. Check the signal strength. With only 1 or 2 bars, the battery has to work harder to maintain network contact. Limit multi-media and Bluetooth usage to save power. The battery may be worn out.
I cannot charge the phone	Confirm the charger is properly inserted. Remove the battery, clean the contacts and check it is inserted correctly. The battery may be worn out. Tip: Charge the phone using the supplied USB cable.
How do I enter text in an SMS?	From the phone number field press the down arrow twice to move into the text area. Use predictive text or abc mode to manually type words. See chapter 6 for details.
How do I change the Ring-tone?	Edit the current profile and select a new tune from the Audios directory. See chapter 7 for details.
The handset switches off after charging.	The handset is charging in the off state. Press and hold the Red key to switch the handset ON or charge it in the ON state

Symptom	Resolution
The handset switches on automatically	An alarm or calendar event switches the handset on automatically. Turn Bluetooth on. Set visibility to Show. Possible compatibility issues.
My phone is not able to connect to other Bluetooth devices	Manufacturers incorporate different Bluetooth profiles. Not all functionality is supported.
How do I transfer pictures via Bluetooth to a photo printer	This is not supported due to different Bluetooth profiles. Copy photos using JoinME or save to a memory card.

14.2 Error Messages

Message	Solution
No (U)SIM detected	Check a valid (U)SIM card is inserted See 2.1 How do I insert the (U)SIM Card?
Enter PIN code	Enter the correct PIN code supplied by your service provider
Enter PUK code	Contact your service provider to get the PUK code
Enter handset lock code	The default handset lock code is 0000
File does not exist or is in the wrong format	Check the file type is supported by the handset. On your PC or MAC, make sure the file is closed. Re-send the file using JoinME, Mass Storage Mode or Bluetooth transfer.
Insufficient Memory	Handset memory is full. Delete unwanted files, messages, emails & videos to create more user space.

14.3 Technical Parameters

Network Compatibility	3G UMTS 850, 2100 MHz 2G GSM 850, 900, 1800, 1900 MHz
Dimensions L×W×H	Approx 106mm x 47.3mm x 12.6mm
Weight	Approx 79.4g (Including standard battery)
Features	MP4 video, MP3 audio, 0.3MPixel camera, USB, FM Radio, MIDP 2.0 JAVA, 2.0" 262K colour QCIF LCD display with 176 x 220 pixels, MMS, Email, Calendar, Speakerphone, Voice Recorder, Bluetooth 2.0 Stereo, CTM, approx 58MB user memory, MicroSD up to 8GB
Battery	1000mA hours, Lithium ion (Li-ion)
Continuous idle time*	Up to 200 hours
Continuous talk time*	Up to 180 minutes talk time, Video call >70 minutes
Charge time	Approximately 3-4 hours
Battery Life	Approximately 400 charge cycles
Supported Files	JPG, BMP, GIF, MP3, WAV, MID, WMA, MMF, AMR, MP4, 3GP, TXT
Bluetooth 2.0	HSP, GOEP, A2DP, FTP, PBAB

*The phone's talk and idle time are based on ideal working environments. The use of extended applications and local network conditions can reduce battery life.

14.4 Support Information

- For Warranty Service directions please consult the ZTE website at <http://www.zte.co.nz>
- All calls for PIN number enquiries, Network problems, Web Access, Account and Billing Information, (U)SIM card registration and other general enquiries should be directed to your Service Provider.

14.5 Warranty Information

The warranty does not apply to defects or errors in the product caused by:

- (a) Normal wear and tear
- (b) Misuse including mishandling, physical damage, improper installation – including battery, and unauthorized disassembly of the product.
- (c) Water, exposure to solvents or any other liquid damage.
- (d) Any unauthorized repair or modification.
- (e) Power surges, lightning, fire, flood or other natural events.
- (f) Use of the product with unauthorized third party products such as generic chargers.
- (g) Any other cause beyond the range of normal usage for products.

The End User shall have no right to reject, return, or receive a refund for any product under the above-mentioned situations.

Note: Consult the warranty card for full information

Safety and General Information

The handset contains delicate electronic circuitry, magnets and battery systems. You should treat it with care and pay attention to the following points:

- Handle the handset with care. Do not drop or throw the handset.
- Do not immerse in any liquid. The handset contains a liquid detection sticker and the warranty will be voided by any liquid damage.
- Do not place the handset near computer disks, credit cards, and other magnetic media. The information contained on disks or cards may be erased or damaged.
- Do not leave the handset or battery in direct sunlight or near other heat sources where temperatures could exceed 45°C.
- Keep the handset, battery, charger and other accessories away from children.
- In the unlikely event of a battery leak avoid contact with your eyes or skin. Flush with water and consult a doctor.
- Observe and obey warning signs at petrol stations, airports and hospitals.
- The operation of some medical electronic devices, such as hearing aids and pacemakers, may be affected by the handset.
- Take care not to allow metal objects such as coins or keys to come into contact with the battery terminals.
- Do not dispose of batteries in a fire.
- Do not throw used batteries into household rubbish, return them to a recycling point
- Do not connect the handset to non genuine or 3rd party chargers.
- Only use the supplied charger.
- Be careful not to pierce the battery with sharp objects and do not use damaged batteries.
- Do not disassemble or modify the battery.
- Stop using the battery if abnormal heat, odour, discolouration, deformation, or abnormal condition is detected during use, charge, or storage.
- Do not put the battery in your mouth.

- Only use original replacement batteries.
- Do not attempt to dismantle the handset or any of its accessories.
- Do not place the handset close to the edge of a table in case it moves when set on vibrate mode.
- Do not put the handset into a microwave oven, dryer, or high-pressure container.
- Don't use the handset immediately after a sudden temperature change eg. from an air conditioned environment to high temperature and humidity outside. In such cases there could be condensing moisture inside the handset which can cause internal damage. Switch off and leave for 30 minutes before use.
- Do not use the handset while driving or operating other machinery.
- Do not use the handset where blasting is in progress.
- Switch the phone off when boarding aircraft.
- Do not leave the handset at the bottom of a bag where it may be damaged by sharp objects.
- At high volume, prolonged listening to audio devices can cause hearing loss.
- Do not leave the handset discharged or disconnected for a long time, otherwise your personal data may be lost.
- Remember to make backup copies of all important data on the handset.
- Take care when the phone is in your pocket. Sitting down may damage the handset.
- It is normal for the handset to become warm while the battery is being charged.
- Under poor network conditions battery life is considerably reduced.
- When the battery is thrown away cover the terminals with insulating tape.
- Please recycle the packaging and all parts
- Emergency service coverage is dependant on network availability and battery status.
- It is always good practice to switch off the handset regularly.
- Do not expose the handset to oils or solvents.
- If you have an alarm set the handset switches on at the prescribed time.

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