

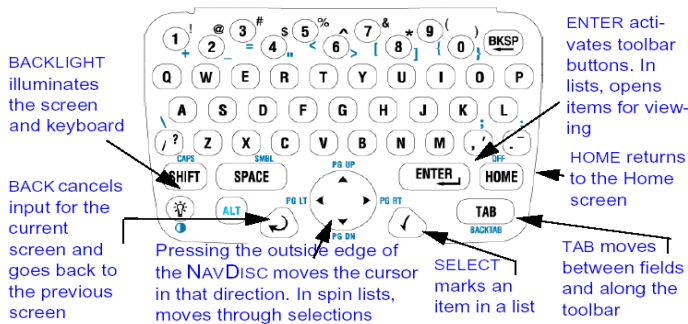
# Motorola P935 User Guide

## The Keyboard

The Timeport P935 device comes with a QWERTY keyboard with easy-to-use navigation keys and special function keys.

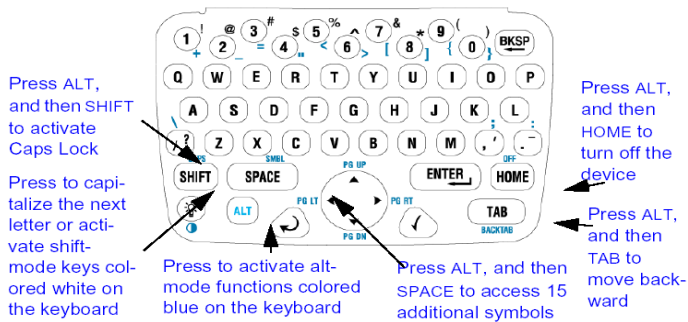
### Navigation Keys

To navigate through the Timeport P935 applications, become familiar with the following keys and their functions.



### Special Function Keys

Special control keys and key combinations provide access to additional functions (known as alt-mode and shift-mode functions).



## Receiving Incoming Items

When you receive a message or other incoming item sent over-the-air or beamed to your Timeport P935 communicator, a pop-up similar to the following appears.



### To scroll through the entire message:

- ◆ Press the NAVDISC up or down.

### To perform an action on the message or item:

1. Press **TAB** to move to the spin list.
2. Press the NAVDISC left or right to display the desired option.
3. Press **ENTER** to perform the action.

When you are finished acting on the incoming message or item, the screen that you were viewing prior to receiving the new item redisplay.

## Receiving New Text Messages

When a new message arrives, a New Message pop-up displays to alert you that you have received a new message. You can choose to read the message when it arrives, reply to the message, delete the message, or dismiss the message without taking any action.



### To respond to a New Message alert:

- When the New Message pop-up appears, choose one of the following options for the new message:

OK	Marks the message as read. If you have more than one new message, the next message displays. Otherwise, closes the pop-up.
Reply	Displays the Choose Reply pop-up. (See "Replying to Messages" on page 57.)
Put in trash	Moves the message to the Trashcan. (See "Using Trashcan" on page 40.)
Remind me later	Reminds you of the unread message based on the time interval you specify in Settings for Read. (See "Setting Message Preferences" on page 67.)
Exit	Closes the New Message pop-up and leaves the message marked as unread.

## Entering Contacts

### To enter a contact:

1. Select the Contacts application from the Home screen.
2. Select New Contact.
3. Type the contact's first name, last name, company name, and title in the appropriate fields.
4. In the Category field, choose a category for the contact.
5. To make this a private contact entry, select the Private check box.
6. (Optionally) Enter the following additional information for this contact entry:
  - Device type and wireless address
  - Main, work, home, mobile, and alternate telephone numbers
  - Main, work, home, alternate, and web e-mail addresses
  - Home and work fax number
  - Work address
  - Home address
  - Up to four additional pieces of information for the contact

## Creating a Mailing List

If you frequently send messages to the same group of contacts, you can create a mailing list to make it easier to address messages to the group. Instead of addressing the message to each contact individually, you can address the message to the mailing list.

### To create a mailing list:

1. Select the Contacts application from the Home screen.
2. Select New Mailing List.

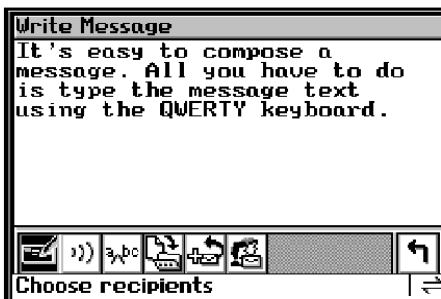
- In the List name field, type the name for the mailing list as you want it to appear in the Contacts list.
- In the Category field, choose a category for the mailing list.
- To make this mailing list entry private, select the Private check box.
- Select Add Addresses to List.
- Highlight the first contact name that you want to include in the mailing list.
- With the contact name highlighted, press the NAVDISC right to sequence through the Send to... addresses for the contact entry. Highlight the address that you want to use for this contact and press the SELECT key. A checkmark appears to the left of the selected address.

## Creating and Sending New Messages

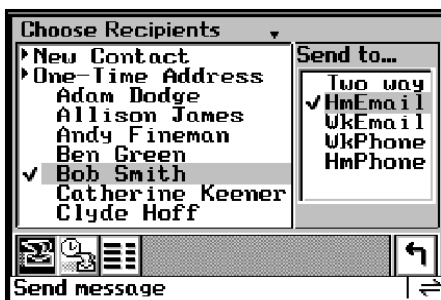
The QWERTY keyboard provides a familiar key layout, enabling you to quickly type and send your message.

### To compose and send a message:

- Select the Write application from the Home screen.
- Type your message.



- If you want to provide a selection of replies from which your message recipient can select a response to your message, select the Add replies button from the toolbar. See "Attaching Message Replies" on page 55.
- When you are finished composing a message, select the Choose recipients button from the toolbar.



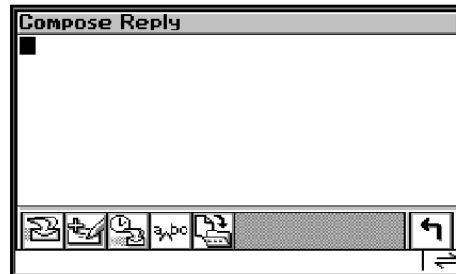
- From the Choose Recipients list, highlight the name of the contact to whom you are sending the message.
- With the contact name highlighted, press the NAVDISC right to sequence through the Send to... addresses for the contact entry. Choose the address that you want to use for this message and press the SELECT key. A checkmark appears to the left of the selected address.
- Select the Send message button from the toolbar.

## Replying to Messages

Responding to messages is quick using system-provided standard replies, Quick Text replies you create, or custom replies you type using the QWERTY keyboard.

### To send a custom reply:

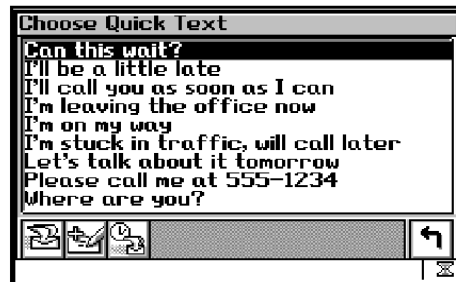
- On the Messages screen, select the Reply button from the toolbar.
- From the Choose Reply screen, select Compose Reply.



- Type your response, then select the Send button from the toolbar. The Sending Reply pop-up appears.

### To send a Quick Text reply

- On the Messages screen, select the Reply button from the toolbar.
- From the Choose Reply screen, select Quick Text Replies.



- Highlight the reply you want to send.
- Select the Send reply button from the toolbar. The Sending Reply pop-up appears.

## Setting Alarms

### To set a new alarm clock entry:

- Select the Alarm Clock application from the Home screen.
- Select the Alarm 1, Alarm 2, or Alarm 3 button from the toolbar to create the alarm entry.
- Toggle the alarm on or off by pressing the NAVDISC right or left.
- In the Subject field, type the name of the new alarm.
- In the Time field, either type the time for the alarm or use the NAVDISC to increment or decrement the default time, as appropriate.
- In the Occurs field, choose a frequency for the alarm.
- In the Alert field, choose the alert sound that you want the alarm to play.
- If you want the alarm to sound even if the device is in silent mode, vibrate mode, or in Quiet Time, select the Play regardless of volume level option.
- Select the OK button on the toolbar to save your new alarm entry.

### To edit an alarm:

- Select the Alarm Clock application from the Home screen.
- Select the Alarm 1, Alarm 2, or Alarm 3 button from the toolbar, depending on which alarm entry you want to edit.