

## Introduction to the BlackBerry 7520

Dysart Unified  
School District #89  
Tech D.I.R.E.C.T.



January 25, 2006

Welcome to the **one-day training** on **Nextel's BlackBerry™ solutions!**

We will also introduce the new Nextel BlackBerry 7520! And BlackBerry Enterprise Server v4.0!

In this course, we will present a through overview of these important offerings, with a particular emphasis on how to sell them. The BlackBerry device has proven to be a key addition to Nextel's portfolio of business solutions, and it is crucial that our salespeople have a solid understanding of just how this device should be positioned and the benefits that it can provide to our customers.

So let's begin by reviewing the specific objectives of today's session....

**Instructor Note:** The following **icons** are used in this guide to highlight specific information and facilitation suggestions.



**NOTE**



**Ask the group a question**



**Announcement**



**Reference materials cited**



**Class discussion**

**Course Objectives**

In this session we will:

- Discuss the features of the BlackBerry 7520™
- Learn how to place and receive cellular and Direct Connect calls
- Discuss how to manage Emails
- Discuss how to use the Calendar
- Discuss how to manage contacts in Address Book
- Discuss how to use NOL browser
- Options, E911 & Bluetooth

BlackBerry® Solutions from Nextel

2

NEXTEL

**Instructor:** Review the learning objectives cited on this slide.

Take time to find out the participant's objectives. List them on a flipchart, and be sure to refer back to them at the end of class.

Also, let the group know that there will be occasional "Technology Timeouts" throughout the class, whenever key supporting technologies and/or concepts are introduced.

The email revolution has helped professionals improve their productivity. In addition it has created challenges for mobile professionals who are away from their desktop or laptop computer, but require constant access to their email or calendar. These professionals may carry multiple devices to maximize their productivity: laptops for email access, a Personal Digital Assistant (PDA), such as a Palm Pilot for calendar and contact information, and a cellular phone for voice communications.

The integrated BlackBerry 7520 from Nextel addresses a variety of these needs and helps reduce the number of devices to carry – it stores business email, address book, and calendar information locally so users can instantly access this information, even if they happen to be out of coverage.

This one amazing device combines Email, Calendar, Digital Cellular, DIRECT CONNECT®, and Browser capabilities and now has Bluetooth voice technology and enabled GPS.

NOTE: This course will also introduce the latest BlackBerry Enterprise Server v4.0. There is additional functionality available with the new BlackBerry 7520 when coupled the addition of the new BES software. I will try to reference each functionality that is available only with the BES v4.0 solution by a graphic or icon placed adjacent to the feature. Ex. AES security\* is available with BES v4.0.



**What's in the Box?**

- BlackBerry7520 from Nextel
- SIM card
- USB cables (2)
- Wall charger
- Rechargeable lithium battery
- Headset
- Belt holster and desktop stand
- Desktop Software CD-ROM
- Nextel Services Guide
- BlackBerry Getting Started Guide
- Handheld User Guide

*Introducing the BlackBerry 7520™* 3 **NEXTEL**

The following solution components are included in the product box:

- BlackBerry 7520 handheld device
- SIM Card
- Two USB cables
- Battery
- Earpiece with microphone
- Rapid travel charger
- Desktop cradle
- Swivel carry holster
- CD installation software with electronic User's Guide
- Documentation:
  - Nextel® Services Guide
  - BlackBerry from Nextel Getting Started Guide
  - Quick Reference Card
  - BlackBerry Quick Start Guide
  - BlackBerry Reference Guide
  - "Nextel @ Your Service" brochure
  - Software License Agreement and Warranty Booklet

Included on the device itself when first activated is a listing of the "Top 20 Tips and Hints" for using the BlackBerry handheld.

**What's NEW – The Big Ones** 

- **Integrated Bluetooth Support**
  - For hands-free conversation with a Bluetooth-enabled wireless earpiece, headset or car kit
  - Use with Cellular and Direct Connect!
- **GPS Enabled**
  - Enables police, fire and rescue to locate device in the event of an emergency
  - Provides Latitude and Longitude coordinates
- **Increased Memory**
  - 4 MB SRAM, 32 MB Flash
- **Improved Physical Characteristics**
  - Metal Bezel, Larger Keypad, Arctic Black
- **User Configurable Backlight**
  - 3 Settings – Standard, Bright, Brightest
  - Extended Backlight Timeout up to 2 minutes

Introducing the BlackBerry 7520™ **NEXTEL**

**What's New – The Big Ones**

- **Integrated Bluetooth Receiver**
  - For hands-free conversation with a Bluetooth-enabled wireless earpiece, headset or car kit
- **Full Wireless PIM synchronization\***
- **Advanced Phone Features**
  - Ability to use speakerphone, mute, hold, notes, new call (for 3-way) during incoming call while screen is locked
  - Detailed phone information when screen is locked
- **GPS-Enabled**
  - Enables police, fire and rescue to locate device in the event of an emergency
  - Provides Latitude and Longitude coordinates
- **Attachment Viewing Enhancements**
  - JPG, BMP, GIF, PNG, TIFF image formats\*
  - Pan, Zoom, Rotate functionality with images
  - Embedded images and tables with documents
  - Support for displaying document information
  - Footnotes within a document
  - View track changes
  - Remotely jump through document
  - Remotely search a document
  - Unique message icon for viewable attachment



**Note:** Some features/functionality associated with the new BlackBerry 7520 are only available in conjunction with BlackBerry Enterprise Server v4.0

## What's NEW- The Big Ones



- **Advanced Phone Features**
  - Ability to use speakerphone, mute, hold, notes, new call (for 3-way) during incoming call while screen is locked
  - Detailed phone information when screen is locked
- **Uses the Nextel Network Time and Date stamp**
- **Enhanced Java APIs**

Introducing the BlackBerry 7520™

5

NEXTEL

## More Big Features!

- User Configurable Backlight (10 seconds-2 minutes) Brighter Backlight
- Cradle-less Provisioning\*
- Enhanced attachment viewing – GIF, JPEG\*
- Improved IT Control
- Improved memory
  - 4 MB SRAM (from 2 MB)
  - 32 MB Flash (from 16MB)
- JavaScript 1.3
- JTWI Certification
- MIDP 2.0 – Including Security, OTA Provisioning
- Uses the Nextel Network Time and Date stamp
- PTT Button Mute during TI call
- JavaScript 1.3
- Latest Software
  - 4.x Handheld Software
  - 4.0 BES

\* BES V4.0

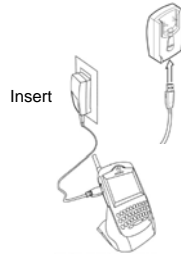
## Charging The BlackBerry 7510



**Charging a fully drained battery takes approximately 3 hours. You can charge the BlackBerry 7520 in either of two ways.**

From a wall outlet:

- Insert charger into USB port located on left side of device. plug into travel charger and plug into wall outlet.



Tethered to your computer:

- Insert charger into USB port\* located on left side of device. Connect other end to USB port on your PC.

*\* Do not insert the charger into a USB hub.*

*A flashing red indicator light will show that your handset is charging.*

**NEXTEL**

Charging a fully drained battery takes **approximately three hours**. You can charge the BlackBerry 7510 in either of **two ways**:

### **From a wall outlet:**

Insert the charger into the USB port located on the left side of the device. Insert other end of the USB plug into the travel charger and plug into a wall outlet.

### **Tethered to your computer:**

Insert the charger into the USB port\* located on the side of the device and connect the other end to the USB port on your PC.

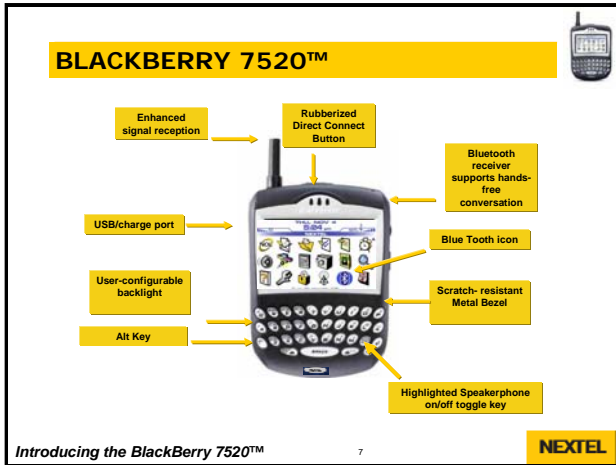
*\* It is not recommended that you insert the charger into a USB hub, but if you do, only a powered hub might work.*

By default, tethering the device to your computer automatically starts the synchronization process. This can be changed using the Desktop Manager software.

**Note:** The desktop cradle only acts as a holder for your device. There is no power or synchronization benefit.

When using your computer to charge your BlackBerry®, your computer must be turned on for your BlackBerry battery to charge.

There is also a car charger available! See [www.nextel.com](http://www.nextel.com).



**Instructor:** Go over current and new features for the Nextel BlackBerry.

**Nationwide Direct Connect *First!***

Coast-to-coast walkie-talkie. Get instant answers from employees and contractors with the press of a button at a fraction of the cost of cellular.

**Powerful Organizer**

PDA like functionality to maintain important dates, numbers, names and notes.

**Speakerphone *First!***

Talk hands-free whether you're on a Digital Cellular call or Direct Connect. Use the device as a Polycom® to host conference calls anywhere at anytime.

**Internet Browsing**

**Java™ Applications**

**Color Screen**

View up to 65,000 colors and see pictures with clarity.

**Bluetooth Audio *New!***

Supports hands-free, un-tethered conversation. Talk as far away as 30 feet from the BlackBerry 7520 using a Bluetooth earpiece or other hands-free device such as the Bluetooth Car Kit.

**Cradle-less Provisioning *New!***

Enables easy and fast set-up for new users.

**Full Wireless PIM Synchronization *New!***

Never miss a meeting, forget a number or an important task. The BlackBerry 7520 automatically synchronizes your email, calendar, address book, tasks and notes while you're away from the office.

**Increased Memory *New!***

Provides *twice* as much memory as the BlackBerry 7510.

**Enhanced 911 *New!***

Enables police, fire and rescue to pinpoint the location of the device in the event of an emergency.

**Larger Key Pad *New!***

Keys have been enlarged and slightly extended to facilitate fast and easy data input.

**Exclusive Color *New!***

Arctic Black is a new color exclusive to Nextel.

**Metal Bezel *New!***

This scratch resistant bezel has a higher-end look and feel. **User-configurable Backlight *New!***

Adjust for any setting with 3 different lights - standard, bright and brightest (10 seconds to 2 minutes)

**NEW!**

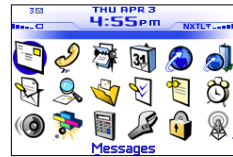
**NEW!**

## BLACKBERRY 7520™

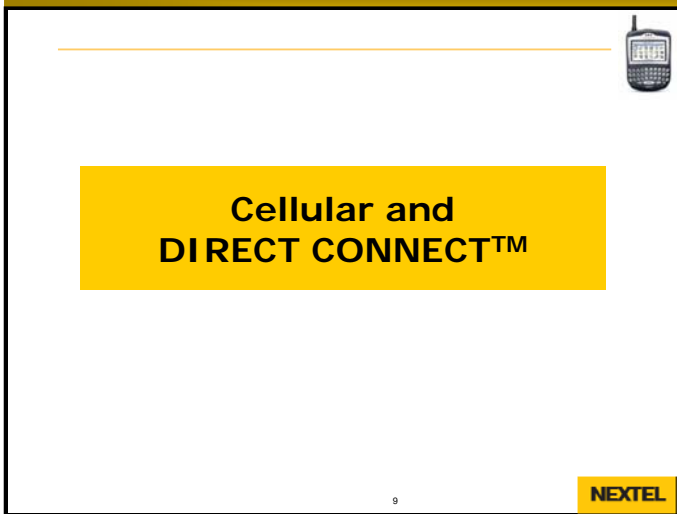


>The top portion of the screen displays several important pieces of information:

- Time
- Date
- Message Indicators
- Signal Strength
- Registration status on the Nextel Network
  - ◊NXTL = fully registered
  - ◊NXTI = Unable to email or web browse
- Battery Strength



**NOTES:**



Cellular and  
**DIRECT CONNECT™**

**NEXTEL**

9

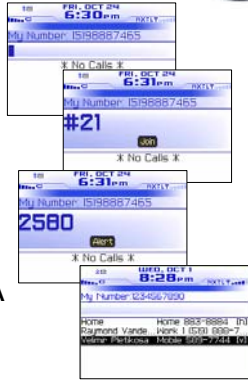


We've looked at some data-related applications, now let's review the voice side of things...

## Digital Cellular

Built-in, high-quality phone

- Supports voice services with optional features (call waiting, call answer, conference calling, and call forwarding)
- Integrated speakerphone and microphone designed for comfort and clarity
- Bluetooth headsets now compatible with 7520
- Speed Dialling
  - User can assign all 26 letters A – Z to quickly dial numbers from the home screen or phone application



NEXTEL

Taking notes during a call is easier if you use the earpiece.

After taking notes, press the escape key to return to the active call screen. If you need to add notes during the same call, just click the trackwheel and select notes again.

To view your notes after the call, select the **Messages** application. You will see the call information and Placed or Received call. Open the message and you will see your notes. You will also see **Date, Type, Duration** and **Phone Number** for that call.

### New Call

You can click the trackwheel while on a call to place a separate call (or three-way call); your first call is automatically put on hold. After you connect with your second call, click the trackwheel again. You will have the option to Swap the calls (on hold vs. active) or to Join the calls (conference call).

*TIP: When you place a conference call, you will automatically get a message with the details of that call in your Messaging Application (labeled Conference Call).*

### Hide Call

Hide Call allows you to close the Active Call screen and return to the Home menu (without dropping the call). You will see a call timer and phone icon in the status area. You can view email, check your calendar, etc.

To return to the Active Call screen, just click on the Phone application.

### Placing a Cellular Call



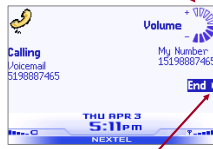
#### Using One Time Dial:

1. Click **Phone** icon
2. Enter phone number and click trackwheel

#### From Address Book:

1. Click **Address Book** icon
2. Scroll to desired name and click trackwheel
3. Scroll to Call and click trackwheel
4. Scroll to the number you wish to call and click the trackwheel

You can change the volume while on a call by scrolling the trackwheel.



Press the Esc key to end the call

NEXTEL

- From the Home screen, **SPACE** as a shortcut to the One Time Dial option. To redial the last number called, press **SPACE** a second time.

This is a great feature for those times when you have just ended a placed call and realize right away that you need to ask that person another question or something – simply hit the **SPACE** key twice to call up the last number called.

- If a contact has more than one phone number or email, you have the option to choose the one you want to.
- You can take notes during an active call by clicking on the trackwheel and selecting Notes. Once finished with the call, the notes will show up in your Messaging application as a Call.

### Options while on a call



Click the trackwheel “while on a call” to:

- Place a call on hold
- Mute your microphone
- Insert notes during the call\*
- Make a new call
- Call your Voice Mail
- Hide the active call screen
- Turn integrated loudspeaker on/off

12

NEXTEL

Taking notes during a call is easier if you use the earpiece.

After taking notes, press the escape key to return to the active call screen. If you need to add notes during the same call, just click the trackwheel and select notes again.

To view your notes after the call, select the **Messages** application. You will see the call information and Placed or Received call. Open the message and you will see your notes. You will also see **Date, Type, Duration** and **Phone Number** for that call.

### New Call

You can click the trackwheel while on a call to place a separate call (or three-way call); your first call is automatically put on hold. After you connect with your second call, click the trackwheel again. You will have the option to Swap the calls (on hold vs. active) or to Join the calls (conference call).

*TIP: When you place a conference call, you will automatically get a message with the details of that call in your Messaging Application (labeled Conference Call).*

### Hide Call

Hide Call allows you to close the Active Call screen and return to the Home menu (without dropping the call). You will see a call timer and phone icon in the status area. You can view email, check your calendar, etc.

To return to the Active Call screen, just click on the Phone application.

### Receiving A Call



When receiving a phone call, you will receive visual notification and other notifications (vibrate or tone) depending on how your notification profiles have been configured.

- » Answer
- » Ignore

13

**NEXTEL**

**Answer** is straightforward – it connects you to the incoming call.

**Answer And Hold** is designed to answer a second call when another call is active. But note: the incoming caller does not hear music while on hold, only silence.

Clicking **Ignore** transfers calls to Voice Mail. But it is considered a “Polite Ignore,” because the incoming caller will still hear the standard four rings before being connected to your voicemail.

Also displayed on the screen will be the incoming caller’s name if either 1) they are in your BlackBerry Address Book, or 2) Caller ID with Name is being used. And when you receive a phone call, **backlighting** will automatically activate for 20 seconds.

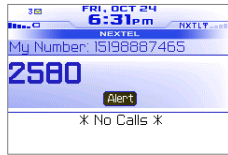
A nice feature of this BlackBerry handheld is that “hot keys” can be user-defined for frequently dialed numbers – this is the ability to assign a letter key on the keyboard to a particular phone number (pressing “J,” for example, could dial John Smith). **IMPORTANT NOTE:** Any use of this feature at all will override the default application hot keys (i.e. pressing “M” for Messages, or “L” for Calendar).

### Placing a DIRECT CONNECT Call vs. Call Alert



1. From **Home** screen, click **Phone** icon
2. Type DIRECT CONNECT ID
3. Press and hold PUSH-TO-TALK™ button
  - Note: To place an Alert, scroll to Alert and click trackwheel

1. From **Home** screen, click **Address Book** icon
2. Select contact you wish to contact and select **View**
3. Press and hold PUSH-TO-TALK™ button
  - Note: You can place an Alert without viewing the contact – simply select Alert from menu



14

NEXTEL

### DCID = DIRECT CONNECT® ID

*Remember:* You must type the asterisks as part of the number.

If you have one or more phone numbers and a DIRECT CONNECT® number for a contact, you must choose which number you want to use.

#### From **Address Book**

Choose the contact and click the trackwheel. You will have the option to call the contact. If you call a contact with more than one phone number, you will be asked to pick the number you want to dial.

To place a DIRECT CONNECT Alert, click on the Alert option. If you highlight the name, and push the PUSH-TO-TALK™ (PTT) button, you will automatically place a DIRECT CONNECT Call.

#### From **Phone**

On your recent calls list, select the contact and click the trackwheel. If multiple phone numbers are stored, you can select the one you want to dial.

You must select alert to place a DIRECT CONNECT Alert. Highlighting the name and pressing the PTT button will automatically place a DIRECT CONNECT call.

### Voice Tips and Tricks



- While you are **connected** to a phone call or Nextel Direct Connect call, on the Active Call screen, press and hold the **Escape** key to end the call
- In number fields, type numbers without using the Alt key
- On the Main screen, when you are not connected to a call, press the **Space** bar to open the Phone Number/DCID dialog box.
- To type a phone number extension, hold the **8** key. When the letter **X** appears, release the 8 key. Type the phone number extension.

15

NEXTEL

**Answer** is straightforward – it connects you to the incoming call.

**Answer And Hold** is designed to answer a second call when another call is active. But note: the incoming caller does not hear music while on hold, only silence.

Clicking **Ignore** transfers calls to Voice Mail. But it is considered a “Polite Ignore,” because the incoming caller will still hear the standard four rings before being connected to your voicemail.

Also displayed on the screen will be the incoming caller’s name if either 1) they are in your BlackBerry Address Book, or 2) Caller ID with Name is being used. And when you receive a phone call, **backlighting** will automatically activate for 20 seconds.

A nice feature of this BlackBerry handheld is that “hot keys” can be user-defined for frequently dialed numbers – this is the ability to assign a letter key on the keyboard to a particular phone number (pressing “J,” for example, could dial John Smith). **IMPORTANT NOTE:** Any use of this feature at all will override the default application hot keys (i.e. pressing “M” for Messages, or “L” for Calendar).



**Working with Email  
(Messaging)**

Email is probably the primary application to be used with a BlackBerry 7510™ from Nextel. Let's review how to make use of email on this device...

### Wireless Email Service



- “Lookup” (BES only)
- Forward messages between services
  - Email can be forwarded to a PIN address, and vice-versa
- Integrated attachment viewing
  - Text viewer with fonts/formatting and tables
  - View TOC, go directly to section of interest
  - Support for Word, Excel, PowerPoint, PDF, WordPerfect, text, ZIP\* and HTML\*
- Requires 3.6 Service Pack 1
- 4.0 (BES only)
  - JPG, BMP, PNG, GIF, TIFF
  - Embedded graphics (within .DOC and .PDF)

17

NEXTEL

### Email (continued):

#### • Remote Address Lookup

Users can access their organization’s Exchange corporate address book and search for email addresses and other information directly from the handheld

This function requires a minimum of BES 3.5 for MS Exchange, or BES 2.2 for Lotus Domino (we will be reviewing the BES later)

#### **Key Benefit:**

Often a BlackBerry user finds himself in the middle of composing a message and realize that they do not have the recipient(s) information already in their BlackBerry handheld’s Address Book. With this new feature the user can now simply make a request to lookup the information in the global address book wirelessly. With this functionality BlackBerry users are assured that they can access contact information for colleagues even if they do not have all of this information preloaded into their handheld, which in large organizations could contain many thousands of entries into their BlackBerry handheld’s Address Book.

### Forwarding Messages between Services

Email messages can be forwarded to a PIN address, and vice-versa.

**Sending Email messages**



To send an email:



1. From Home screen, click **Compose** icon
2. Select contact you wish to email and click trackwheel to view menu (If you are using an email address that is not stored in your Address Book, scroll to top of your stored addresses and click on [Use Once] option)
3. Click **Email**
4. In Subject field, type a subject and press Enter
5. Type message and click trackwheel
6. Click Send



A few key points about **sending email messages** from the BlackBerry 7510:

- While reading an email, clicking on the trackwheel displays menu options such as Reply, Reply All, Forward, etc. These can also be accessed using shortcut keys - R to reply, L to reply to all, and F to forward.
- SMS messages can be sent to PTN@page.nextel.com. Two-way messaging is not currently available with the BlackBerry.
- If wireless synchronization is enabled and you receive a message with a meeting request, clicking the trackwheel displays the menu option to accept or decline, either with or without comments.

### Using Embedded Links



- Whenever certain types of content are included in a message (body or subject line), they are automatically converted into links:
  - Email addresses
  - Phone numbers
  - DIRECT CONNECT numbers
  - URLs

19

**NEXTEL**

Whenever certain types of content are included in a message (body or subject line), they are automatically converted into links:

Email addresses

Phone numbers

DIRECT CONNECT numbers

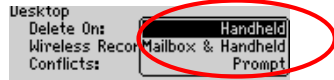
URLs

These automatic links can be identified easily because their font is changed slightly and they become underlined.

## Messages Options



- To ensure that you are not deleting important items accidentally, you can personalize your handheld to delete items on your BlackBerry, or on both your PC and BlackBerry.
- Email Reconciliation
  - “Delete On” settings:
    - Handheld
    - Desktop & Handheld
    - Prompt
  - “Conflicts” settings:
    - Mailbox Wins
    - Handheld Wins



To ensure that your handheld is set up for wireless synchronization, use the steps outlined on this slide.

You can also set preferences as to how you want to handle **deletes** and **conflicts**.

### Email Tips and Tricks



- Press **C** to compose a new message while in the Messages or Saved Messages applications.
- Press the **Space** bar to inset the @ symbol and again to enter a period in an email field.
- Type the **first letters** of the name, or the **initials** separated by a space, to find a specific contact on the To screen.
- To open messages quickly, on the Messages screen, press the **Enter** key or **double-click** the trackwheel when highlighted.
- Press the **Enter** key to move down a page in an opened email. Press the **Alt** key + the **Enter** key to move up a page.

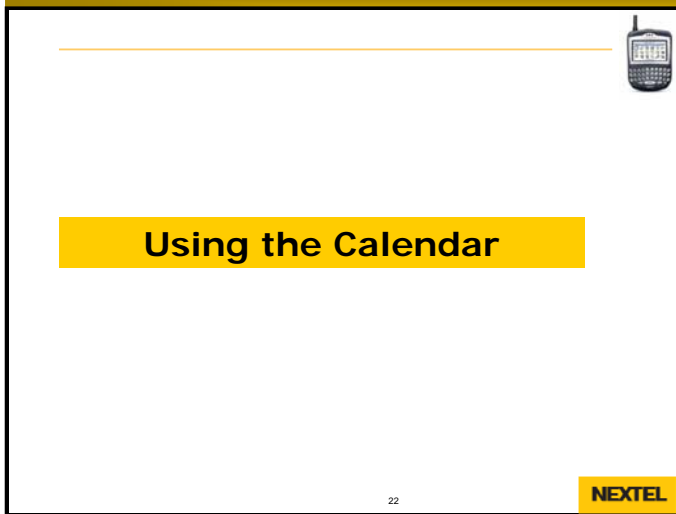
21

NEXTEL

To ensure that your handheld is set up for wireless synchronization, use the steps outlined on this slide.

You can also set preferences as to how you want to handle **deletes** and **conflicts**.

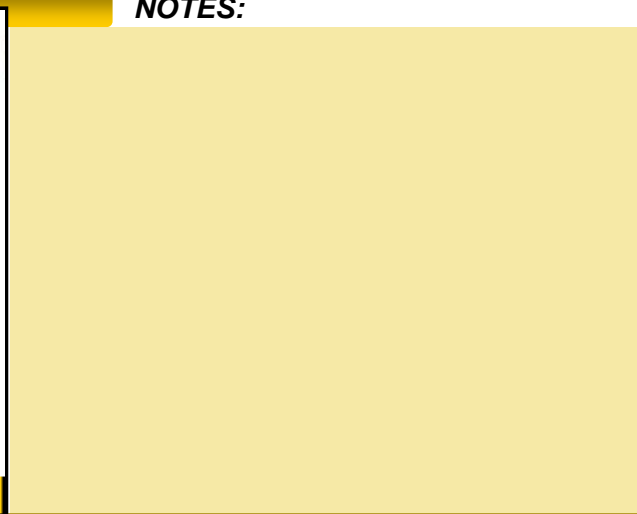
**NOTES:**



Using the Calendar

22

NEXTEL



Now will will take a look at the Calendar functionality of this device...



### Navigation



#### Accessing and using your Calendar application

- Scroll to Calendar application, click trackwheel



- You will see today's scheduled activities.
- To add an appointment:
  - Scroll to appropriate time
  - Click trackwheel
  - Select New
  - Add all required information
  - Click trackwheel and click Save

23

NEXTEL

From the Home screen you can also press **L** to use the calendar shortcut.

If wireless synchronization is enabled, you can send a meeting request in several ways:

After you've entered all necessary information, click the trackwheel again to display the option to Invite Attendees.

You can pick contacts from your address book or select Use Once to add an email.

After you save the appointment, a meeting request goes out to all of your invitees.

Unlike Outlook, you can't view the invitees' schedules.

Appointments will have various symbols including:

Reminder set (a bell)

A meeting (two people)

Recurring meeting (two arrows in a circle)

Text in the notes field (a piece of paper)

All day events are shown before your start time and are denoted by a diamond

The default times shown are 9AM to 5PM. However, if you add an appointment or meeting before or after those times, that day will show all entries. You can also choose to modify the start and end times of the day.

## Calendar



Working with your calendar

- Click trackwheel while in Calendar Application to bring up menu
- Scrolling through menu will allow you to:
  - View a specific date
  - See other days for the current week
  - View weekly and monthly calendars
  - View an agenda that lists all calendar entries
  - Change your Calendar options

24

NEXTEL

From the main calendar screen, hold the **ALT** key and scroll the trackwheel to show other days without accessing the menu.

Using the Options screen you can:

Set your default view (Day, Week, Month, Agenda)

Change what time your day starts and ends (this will adjust your times on your BlackBerry )

Set Default reminders for your appointments

You can also move forward one day at a time by pressing the Space key, or backwards by pressing the Alt key + Space key.

Another way to move between days/weeks is to scroll up with the trackwheel beyond the start time of a given day in order to access the header line (with the days of the week as initials). You can then scroll to a particular day that week, or scroll the the arrow icon at to the left of the "S" for Sunday and access the prior week. You can even scroll over the tot date field in the header line and to go a specific date.

### Calendar Tips and Tricks



- In *Agenda*, *Week* or *Month* view, press **D** to go to the *Day* view, **W** to go to *Week*, **M** to go to *Month* and **A** to go to *Agenda* view.
- In *Day* view, hold the **Alt** key and roll the trackwheel up or down to go to the previous or next day
- In the *Day* view, press the **Space** bar to go to the next day and press the **Shift** key + the **Space** bar to go to the previous day
- In *Week* view, press the **Alt** key and roll the trackwheel to scroll horizontally through days
- In *Month* view, press **Space** bar to go to next month and **Alt** key + **backward** symbol (letter O) to go to previous month

25

NEXTEL

From the main calendar screen, hold the **ALT** key and scroll the trackwheel to show other days without accessing the menu.

Using the Options screen you can:

Set your default view (Day, Week, Month, Agenda)

Change what time your day starts and ends (this will adjust your times on your BlackBerry )

Set Default reminders for your appointments

You can also move forward one day at a time by pressing the Space key, or backwards by pressing the Alt key + Space key.

Another way to move between days/weeks is to scroll up with the trackwheel beyond the start time of a given day in order to access the header line (with the days of the week as initials). You can then scroll to a particular day that week, or scroll the the arrow icon at to the left of the "S" for Sunday and access the prior week. You can even scroll over the tot date field in the header line and to go a specific date.

**NOTES:**



**Using the BlackBerry  
7520<sup>TM</sup>  
Address Book**



**Address Book Functionality**

The BlackBerry 7520 Address Book has several features:

- Add new contacts
- Create local (on handheld only) Group Addresses
- View/Edit/Delete existing contact information
- Make phone calls
- Send emails
- Change Address Book options (e.g., Sort By, Confirm Delete, Allow Duplicate Names)
- Remote address lookup (For BES customers only)

27

**NEXTEL**

A key thing for any current Nextel phone users to keep in mind is that the BlackBerry 7510 **Address Book** is not compatible with the Nextel Address Book (from [www.nextel.com](http://www.nextel.com)). However, there is a way to convert the address entries from Nextel's Address Book into an Outlook file. They can then be synchronized with your BlackBerry.

If configured properly, the Address Book will work seamlessly with MS Outlook.


In Outlook, DIRECT CONNECT numbers should be stored in the Radio field.

The easiest way to maintain an up-to-date list of contacts is to get in the habit of using the contact function in Outlook.

### Storing Numbers In Address Book



Adding Addresses Manually:

1. From **Home** screen, select **Address Book** icon
2. Click trackwheel to view menu 
3. Click **New Address**
4. Type your contact's information. Press **Enter** key at the end of each field
5. Click trackwheel to view menu and click **Save**

28


NEXTEL

When adding address information in your handheld, enter DIRECT CONNECT® numbers or Talk Groups in the **DC#** field. However, when typing in a message, you would use "myDCID" to embed your DIRECT CONNECT number (or "mynumber" to embed you PTN).

### Storing Numbers In Address Book



Adding Addresses from call logs:

1. From **Home** screen, select **Phone** icon 
2. Scroll to the number you wish to add
3. Click the trackwheel and select “**Add to Address Book**”
4. Type your contact’s information.
5. Click trackwheel to view menu and click **Save**

29

NEXTEL

When adding address information in your handheld, enter DIRECT CONNECT® numbers or Talk Groups in the **DC#** field. However, when typing in a message, you would use “myDCID” to embed your DIRECT CONNECT number (or “mynumber” to embed you PTN).

### Address Book Tips and Tricks



- Press number keys without pressing the Alt key when in a numeric field
- Type your contact's full name in the First name field and press the Enter key. This will move last name to last name field and keep the first name in the first name field
- Give recipients your contact info from any email you create. In the body of a message simply type the following and then hit the space bar:
  - *Mydcid* (Converts to your **Direct Connect** number)
  - *Mypin* (Converts to your **Blackberry PIN** number)
  - *Mynumber* (Converts to your **Cellular** number)

30

NEXTEL

When adding address information in your handheld, enter DIRECT CONNECT® numbers or Talk Groups in the **DC#** field. However, when typing in a message, you would use "myDCID" to embed your DIRECT CONNECT number (or "mynumber" to embed you PTN).

**NOTES:**



**Using the Browser**



### Nextel Online®



- Nextel Online (NOL) on the BlackBerry 7510 is very similar to on a Nextel phone
- NOL provides access to several very popular websites:
  - » Business Sites
  - » News
  - » Finance
  - » Weather/Traffic
  - » Travel
  - » Sports
  - » Marketplace
  - » Entertainment
  - » Portals
  - » Search

32

NEXTEL

Here are some examples of the types of content available via Nextel Online (NOL):

Business Sites: execuGO, Reference (convertIT, Dictionary.com)

News: CNN, MSNBC, CNET

Finance: Brokers, Financial Services

Weather/Traffic

Travel: Trip.com, Virtually There

Sports: ESPN, Sportsline

Marketplace: FTD, Amazon

Entertainment: Digitalcity, Moviefone

Portals: MSN, AOL

Search: Google, Mapquest

Note: The Web sites on the BlackBerry are not an exact replica of the Web sites on other Nextel phones.

**Be sure to check NOL occasionally, as it is constantly under review and changes as we bring on more sites.**

### Accessing Nextel Online®



To access Nextel Online content:



1. From **Home** screen, click **Nextel Online** icon
2. Scroll to content you want to access
3. Click trackwheel and select **Go**
4. Continue navigating until you reach the specific site you want

33

NEXTEL

Once you reach a specific site (e.g., CNN.com), you can bookmark it for easier future access.

Click the **trackwheel**

Scroll to and select **Add Bookmark**

To type in a Web site, click the **trackwheel** and select **Go To**. Type the URL, then you can bookmark this site in the same way.

### Nextel Online® Tips and Tricks



- Press **T** to move to the top of a web page.
- Press **B** to move to the bottom of a web page.
- Press **N** to go to the next page in the history.
- Press **R** to refresh a web page.
- Press **O** to open the Browser Options screen.
- Press the **Space** bar to scroll through a web page.

34

NEXTEL

Once you reach a specific site (e.g., CNN.com), you can bookmark it for easier future access.

Click the **trackwheel**

Scroll to and select **Add Bookmark**

To type in a Web site, click the **trackwheel** and select **Go To**. Type the URL, then you can bookmark this site in the same way.

**NOTES:**




**Using the Options function**



### Options



- A large variety of settings and features can be accessed via the “Options” icon 
- Commonly used options include:
  - AutoText
  - Owner
  - Screen/Keyboard
  - Status

36

NEXTEL

A large variety of settings and features can be accessed via the “Options” icon. Some of the most **commonly used options** include:

#### Auto On/Off

This is the previously mentioned option whereby the user can set the device to automatically turn itself on and off at specific times (there are separate weekday and weekend settings available)

#### AutoText

This is where the user can access the library of predictive text terms used by the handheld, and can create custom ones themselves for frequently used words/terms/etc. A user can also set a sort of “shortcut” – as previously mentioned, a user may want full contact information for John E. Smith to be inserted into a message whenever the letters “JES” are typed.

#### Date/Time

This option is probably most useful when traveling. If a New York executive travels to the west coast, for example, and has a meeting reminder set for a meeting at noon on the east coast, if they do not adjust the time the device will trigger the reminder three hours too early. The default date/time is set from your PC.

#### Owner

Information entered here will be displayed on the handheld’s screen whenever the device goes into a “standby” or “locked” mode.

#### Screen/Keyboard

This is where a user can customize such settings as default font size and style, as well as plain/bold/italics, etc.

#### Status

Users can check battery power and memory used/free as well as key device information such as PIN, IMEI and IP Address.

**Enhanced 911 (E911)**

- The BlackBerry 7520 contains GPS (Global Positioning System) capability that uses information from GPS satellites orbiting the Earth to determine the approximate geographical location of your handheld.
  - Enables Police, Fire and Rescue to pinpoint the location of the device in the event of an emergency
  - GPS fix is provided by latitude and longitude coordinates from the **Options Screen** under **Location Based Services**
  - Future versions of software will support navigation services. Target launch date is TBD

User makes E911 call, handset provides latitude and longitude for device within specific percentages.

PSAP (Short for *public safety answering point*, a physical location where 911 emergency telephone calls are received and then routed to the proper emergency services)

PSAP receives updates during the call – over the control channel

- a. CAS – call sent to handset and the handset begins the calculations
- b. NCAS – until latitude and longitude are calculated, call not placed.

Every 30 seconds updated.

- c. Network determines if CAS or NCAS is used

E911, short for **Enhanced 911**, is a location technology advanced by the FCC that will enable mobile phones to process 911 emergency calls and enable emergency services to locate the geographic position of the caller. When a person makes a 911 call using a traditional phone with ground wires, the call is routed to the nearest public safety answering point (PSAP) that then distributes the emergency call to the proper services. The PSAP receives the caller's phone number and the exact location of the phone from which the call was made. Prior to 1996, 911 callers using a mobile phone would have to access their service providers in order to get verification of subscription service before the call was routed to a PSAP. In 1996 the FCC ruled that a 911 call must go directly to the PSAP without receiving verification of service from a specific cellular service provider. The call must be handled by any available service carrier even if it is not the cellular phone customer's specific carrier.

**To obtain your GPS fix, from the Home screen:**

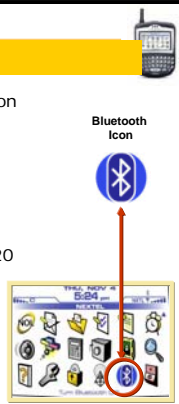
- Scroll to Options
- Click on Location Based Services
- Click Refresh GPS

### Bluetooth® Technology

- Telecommunications industry specification that describes how mobile phones, computers, PDAs can be easily interconnected using a short-range connection

Source: [www.bluetooth.com](http://www.bluetooth.com)

- How does it work with the BlackBerry 7520
  - The BlackBerry 7520 interconnects with Bluetooth-enabled wireless earpieces, headsets and car kits through an easy "pairing process"
  - The pairing process takes as little as a minute to complete



Introducing the BlackBerry 7520™

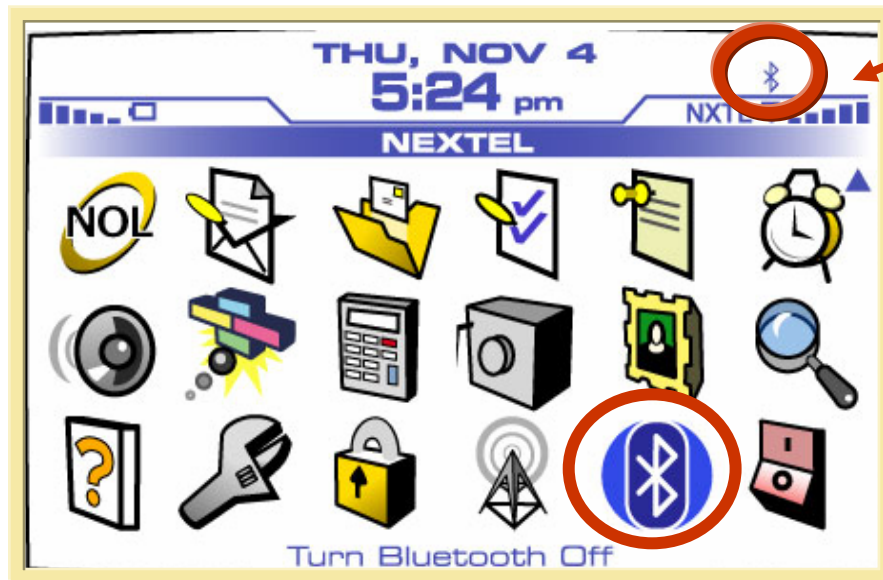
38

NEXTEL

Telecommunications industry specification that describes how mobile phones, computers, PDAs can be easily interconnected using a short-range connection.

Source: [www.bluetooth.com](http://www.bluetooth.com)

- Utilized for Headset and Hands Free Profiles
- Recommended for use with a Bluetooth headset
- The Blackberry 7520 must go through "Pairing" process with Bluetooth accessory
- Pairing links the Blackberry 7520 and your Bluetooth accessory



Bluetooth Turned On



**Activating Bluetooth®**

- On the Bluetooth
  - o Charge Bluetooth device until fully charged (3 hrs)
  - o Activate Bluetooth headset by pressing and holding power button for 3 seconds
  - o Open headset
- On the 7520
  - o Options > Bluetooth > Select Enable Bluetooth > Click Trackwheel > Add Device > Click the name of the device to "pair" with > Type in a Passkey for (device name) >



*Introducing the BlackBerry 7520™*

NEXTEL

## Bluetooth and your BlackBerry 7520

1. Go to Options
2. Select Bluetooth
3. Enable Bluetooth

### On the Bluetooth

1. Charge Bluetooth device until fully charged (3 hrs)
2. Activate Bluetooth headset by pressing and holding power button and the up key for 3 seconds

### On the BlackBerry 7520

1. Options > Bluetooth > Click Trackwheel > Add Device
2. Device will find Jabra Device
3. Click the name of the device to "pair" with >
4. Type in the Passkey (0000) for device name

### Preventing other devices from Pairing with your 7520

1. In the **Paired Devices** list,
2. Click the trackwheel
3. Click on **Options**
4. Set **Discoverable Field** to "No."

You can add/remove Bluetooth devices at any time