Phone Overview

**Fixed Antenna**—The phone antenna is in a fixed position and will not extend or retract.

**Earpiece**—Ultra-compact phone speaker.

**Accessory Connector Port**—Provides the connections for an external power supply and vehicular accessories.

**Headset Jack**—Provides the connection for an optional headset.

**Microphone**—Positioned for convenient conversation.

**Function Keys**
- 📞—Turns the phone On and Off.
- 📞—Acts as a “shift” key to access the secondary functions of other keys.
- 📞—Recalls phone numbers from memory.
- 📞—Stores phone numbers into memory.
- 📞—Clears characters from the screen.
- 📞—Ends phone calls.
—Places or answers calls.
—Can be used to scroll through memory entries and menu features.
—Allows access to messaging features.
—(Located on side of phone) Use the Smart Button to recall information from memory, place and end calls, select menu features, and toggle features on and off. The symbol “*” in your display represents the Smart Button.
—The upper and lower volume keys can adjust keypad, earpiece, and ringer volume. After pressing the Smart Button, the volume keys also scroll through memory entries and menu features.

Note: To prevent damage to the phone, BMW recommends that the handset flip be closed whenever it is placed in the eject box. As a result, the keypad on the Portable will not be accessible with the handset properly docked in the eject box.
Installing a Main Battery
1. Set the edge of the battery opposite the release latch into the cover.
2. Press the release latch side of the battery into the cover until the latch clicks into place.

Removing a Main Battery
1. Press and hold the release latch.
2. Pull the battery upward, out of the phone.

Detaching the Handset (Portable Mode)
Locate the connector attached to the bottom of the handset.
Push the top of the connector where indicated and gently pull the connector straight out in one smooth motion to separate it from the handset.
Portable Tips
For your portable phone to operate most efficiently:

- Hold the phone as you would any other telephone with the antenna pointed up and over your shoulder.
- Do not touch the antenna unnecessarily when using the phone in the Portable Mode. Contact with the antenna affects call quality and may cause the phone to operate at a higher power level than otherwise needed.

Attaching the Handset to the Vehicle (In-Vehicle Mode)
Hold the handset with the keypad up (or BMW logo up, if the flip is closed) and align the connector so that the white letters ("Top") on the connector are also up. Push the connector gently into place in one smooth motion. Don't force the connection. It will go together only one way.

Note: If you return the handset to the eject box, but neglect to plug it in, you will not be able to enter Telephone Mode, or if in Telephone Mode, telephone controls from the Steering Wheel, Radio/Navigation Unit and/or On-Board Monitor will be disabled. Attach the coiled cord and proceed.
Basic Operating Instructions

Note: All instructions from the handset assume the portable is not connected to the coilcord.

Turning Your Phone On

1. Open your phone to expose the keypad.
2. Press \ once to turn the phone on.

Turning Your Phone Off

• Press \ again to turn the phone off.

Placing a Call

• Dial the number and press _, or recall the number from memory (see the “Using Memory” section in your user manual).

Receiving Calls

• Press _.

Ending Calls

• Press _. 
Recalling From Memory

- Recall the last number dialed by pressing the recall button.
  
or
  Recall from the stored memory by name or by location using the Phone Book features.

Storing Names and Numbers

1. Enter the phone number you want to store.
2. Press the store button to begin storing.
   
The phone prompts you to enter a memory location. You will see Location ——.
3. Enter the two-digit memory location where you want the sequence stored (include the 0 for #’s 01-09)
   
or
   Press the store button to store the sequence in the next available location.
   
or
   Enter the first digit of the memory location, then press the store button to store the sequence in the next available location beginning with that digit.
4. You will see Enter Name. Enter a name to identify the phone number. (See the next page for details on entering names.)

5. Press † or † when you finish entering the name.

Your phone confirms your entry by displaying the location of where the information entered is now stored.

**How to Enter Letters**

When the display shows Enter Name, you can press the numeric keys one or more times to produce any letter in the alphabet. Use the letters printed on each key as a guide. For example, press † to enter the letters “A,” “B,” or “C,” as shown:

- Press 1 time to insert an “A”
- Press 2 times to insert a “B”
- Press 3 times to insert a “C”
- Press 4 times to insert a “2”
Entering a Name

Note: Press the upper or lower side key first, to toggle between upper and lower case letters.

1. Enter a letter by pressing a key as many times as necessary. Scroll through punctuation by pressing \( \) as indicated by the chart below.

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2. Press \( \) to advance the cursor to the next space or Press \( \) or \( \) to erase a letter if you make an error.

3. Continue with step 5 on page 7 when you are finished entering the name.

BMW Assistance Dialing

If you need to dial the BMW ASSIST Center from the portable, it can either be stored to a memory location as you would any other phone number, or dialed manually. The number is 1-800-332-4269.