

SEARCH

TO:	DO:
Search for a contact in a list of contacts	Type the contact name or initials separated by a space
Search for text in a message or memo	Press S
Search for text in an attachment or web page	Press F
Search for text in a presentation attachment	Verify that you're viewing the presentation in text view or in text and slide view Press F

ATTACHMENTS

GENERAL TIPS

TO:	DO:
Search for text in an attachment	Press F
Move to the last cursor position after closing and reopening an attachment	Press G

IN A SPREADSHEET ATTACHMENT

TO:	DO:
Move to a specific cell	Press G
View the content of a cell	Press Space key
Switch worksheets	Press V Highlight a worksheet Press Enter key
View hidden columns or rows	Press H
Hide the columns or rows again	Press H

IN A PRESENTATION ATTACHMENT

TO:	DO:
Switch presentation views	Press M
Move to the next slide	Press N
Move to the previous slide	Press P
Move to the last cursor position after closing and reopening a presentation attachment	Verify that you're viewing the presentation in text view or in text and slide view Press G

BROWSER

GENERAL TIPS

TO:	DO:
Insert a period (.) in the Go To dialog box	Press Space key
Insert a slash mark (/) in the Go To dialog box	Press Shift key + Space key
Open the browser options	In the browser, press O
Stop loading a web page	Press Escape key
Hide the browser	Press D
Close the browser	Hold Escape key

ON A WEB PAGE

TO:	DO:
Move to a specific web page	Press G
Return to the home page	Press H
Open the bookmark list	Press K
Add a bookmark	Press A
View a list of web pages you've recently visited	Press I
Refresh a web page	Press R

View the address for a link	Highlight a link Press L
View the address for a web page	Press P
Save a web page to a message list	Press S
Follow a highlighted link	Press Enter key
Hide the banner	Press U
View the banner again	Press U
View a thumbnail version of a web page	Press X To return to the normal view, press any key

NAVIGATING WITHIN A WEB PAGE

TO:	DO:
Move up a screen	Press Shift key + Space key
Move down a screen	Press Space key
Move to the top of a web page	Press T
Move to the bottom of a web page	Press B

MEDIA PLAYER

TO:	DO:
Pause or resume playing a video or song	Press Mute key
Rotate a picture	Press R
Zoom in on a picture	Press I
Zoom out from a picture	Press O
Return to the original picture size	Press W

BLACKBERRY MAPS¹

TO:	DO:
Zoom in on a map	Press I
Zoom out from a map	Press O
View or hide status information at top of map	Press U

CALENDAR

Note: For shortcuts to work in Day view, in the calendar options, set the **Enable Quick Entry** field to **No**.

TO:	DO:
Schedule an appointment	Press C
Change to Agenda view	Press A
Change to Day view	Press D
Change to Week view	Press W
Change to Month view	Press M
Move to the next day, week or month	Press Space key
Move to the previous day, week or month	Press Shift key + Space key
Move to the current date	Press T
Move to a specific date	Press G

BlackBerry 8830 World Edition smartphone



Tips and Tricks

Sleek and Performance-driven.

The stylish way to get things done.

BlackBerry® 8830 smartphone



BLACKBERRY BASICS

TO:	DO:
Move the cursor	Roll Trackball
Exit a screen or move back a page in the browser	Press Escape key
Move to a list item or menu item	Type first letter of the item
Select or clear a check box	Press Space key
View available values in a field	Press Alt key
Switch applications	Hold Alt key and press Escape key Continue to hold Alt key and select application Release Alt key
Return to Home screen	Press End key
Delete highlighted items	Press Backspace/Delete key

PHONE

TO:	DO:
Answer a call	Press Send key
Insert (+) into a phone number	Hold 0
Add an extension to a phone number	Press Alt key + X key and type the extension number
Assign a speed dial number to a key	On the Home screen or on the Phone screen, hold down key
Turn speakerphone on or off during a call	Press Speakerphone key
Type a letter in a phone number field	Press Alt key + the letter key
Check your voicemail	Hold 1
Move to the top of the Phone screen	Press Space key
View the last phone number you called	Press Space key + Enter key Press Send key to dial the number
View your contact list on the Phone screen	Hold Send key

MESSAGES

WITHIN A MESSAGE

TO:	DO:
Reply to a message	Press R
Reply to all	Press L
Forward a message	Press F
File a highlighted email message	Press I
View email address of a contact	In a message, highlight contact Press Q To view display name again, press Q

IN A MESSAGE LIST

TO:	DO:
Open a highlighted message	Press Enter key
Compose a message from a message list	Press C
Mark a message as opened or unopened	Press Alt key + U
View received messages	Press Alt key + I
View sent messages	Press Alt key + O
View voicemail messages	Press Alt key + V
View SMS text messages	Press Alt key + S
View call logs	Press Alt key + P
View all your messages again	Press Escape key

MOVING AROUND A MESSAGE LIST

TO:	DO:
Move up the screen	Press Shift key + Space key
Move down the screen	Press Space key
Move to the top of a message list	Press T
Move to the bottom of a message list	Press B
Move to the next date	Press N

Move to the previous date	Press P
Move to the next unopened item	Press U
Move to the next related message	Press J
Move to the previous related message	Press K

TYPING

TO:	DO:
Insert a period	Press Space key twice – the next letter is capitalized.
Capitalize a letter	Hold letter key until capitalized letter appears
Type an alternate character on a key	Hold Alt key and press character key
Type an accented or special character	Hold letter key and roll trackball left or right (For example, to type ü, hold U and roll the trackball to the left until ü appears)
Type a number in a number field	Press a number key
Type a number in a password field	Hold Alt key and press a number key
Turn on NUM lock	Press Alt key + Left Shift key
Turn on CAP lock	Press Alt key + Right Shift key
Turn off NUM lock or CAP lock	Press Shift key
Switch typing input languages	On the Language screen, set Use Input Language Shortcut field to Yes

Hold **Alt** key and press **Enter** key
Highlight a language
Release **Alt** key

Insert a period or at sign (@) into an email address	Press Space key
Type a symbol	Press Symbol key and type the letter that appears below the symbol
Highlight a line of text	Press Shift key and roll Trackball
Highlight text character by character	Hold Shift key and roll Trackball left or right
Cancel a text selection	Press the Escape key
Cut highlighted text when typing	Press Shift key + Backspace/Delete key
Copy highlighted text when typing	Press Alt key and click Trackball
Paste highlighted text when typing	Press Shift key and click Trackball

www.blackberry.com



Check with service provider for roaming arrangements, service plans and supported features and services. RIM makes no representation, warranty or guarantee and assumes no liability whatsoever in relation to third party products and services. 1. Check with your service provider for availability. Coverage is currently limited. Updates with broader coverage will be available in the future. For details on coverage areas visit www.blackberry8830.com

© 2007 Research In Motion Limited. All rights reserved. Research In Motion, the RIM logo, BlackBerry, and the BlackBerry logo, are registered with the U.S. Patent and Trademark Office and may be pending or registered in other countries. These marks, images and symbols are owned by Research In Motion Limited. All other brands, product names, company names, and trademarks are the properties of their respective owners.

Printed in Canada.

MKT-15282-001