Making a PTT Call
1. Tap Contacts.
2. Select one or more (up to 250) recipients.
3. Press and hold Microphone.
4. Upon hearing the grant tone, begin speaking.
5. Release when finished.
6. A call session will remain active for 30 seconds. To end the call, tap [End Call].

Responding to an Alert Call
1. When an incoming call alert is received, tap Answer to accept the call or Ignore to reject the call.
2. After accepting the alert call, press and hold Microphone to speak and release when finished.

Sending a Text/Image Message
1. Tap Contacts.
2. Select one or more recipients.
3. Tap Message in the bottom bar.
4. Type the message.
5. Tap Attachment to open the context menu and select Image to attach an image or select Photo to take a picture.
6. After attaching an image, select X to remove, ⬇️ to rotate right, or ⬆️ to rotate left.
7. Tap Send.

Sending a Group Text/Image Message
1. Tap Groups.
2. Select a group.
3. Tap Message in the bottom bar.
4. Type the message.
5. Tap Attachment to open the context menu and select Image to attach an image or select Photo to take a picture.
6. After attaching an image, select X to remove an image, ⬇️ to rotate right, or ⬆️ to rotate left.
7. Tap Send.

Viewing Messages
1. Tap Recent. A red dot indicates unread messages.
2. Tap the sender to open the threaded message view.
3. Tap the message to read or view the image or listen to a previous call. The Play button indicates a call.

Responding to a Call
1. After a voice is heard from an incoming call and the bottom bar turns blue, press and hold Microphone to speak.
4. Select |Forward|, |Delete Message| or |Close|.
5. Tap |Message| to reply.
6. Tap ← in the menu bar to return to the |Recent| screen.

**Adding a Contact**
1. Tap |Contacts|.
2. Tap |Search| in the menu bar.
3. Type the contact name in the search field. The search results automatically update as you type.
4. Tap |Server Search| in the menu bar to search for contacts from the server.
5. Tap Ⓢ next to the contact name.
6. The contact is added to the |Contacts| list on the device.

**Searching for Contacts on the Device**
1. Tap |Contacts|.
2. Select |Search| to locate a contact in the |Search Contacts| field.
3. Start typing the contact name until a match is found. As each letter is entered, the matches display. Select the contact, and press and hold the contact to open the secondary menu.
4. Select an available option.
5. Tap X to clear the search string to view all contacts.
6. Tap X again to close the |Search Contacts| field.

**Adding a Contact or Group to Favorites**
1. Tap |Contacts| or |Groups|.
2. Tap Ⓢ Star to add the contact or group to the |Favorites| list. When selected the star changes to yellow Ⓢ .

**Creating a Group**
1. Tap |Groups|.
2. Tap ⋮ for menu options.
3. Tap |Create Group|.
4. Tap the group type in the |Select a Group Type| popup and select |Create|.
5. Type the group name in the |Create Group| popup.
6. Verify that |Add Group Members| is selected and tap |OK|.

7. Select contacts to add to the group and tap |OK| when finished.
8. The |Success| popup appears. Tap |OK| to close.

**Removing a Contact**
1. Tap Ⓢ |Contacts|.
2. Select one or more contacts.
3. Press and hold the contact(s) to open the context menu.
4. Select |Remove Contact| or |Remove Contacts|.
5. At the confirmation prompt, tap |OK|.

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**Menu Icons**

<table>
<thead>
<tr>
<th>Icon</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>🗺️</td>
<td>Menu items and settings</td>
</tr>
<tr>
<td>📍</td>
<td>Map (only available on devices with Google Mobile Services)</td>
</tr>
<tr>
<td>🔄</td>
<td>Recent call and message history. A red dot indicates an unread message.</td>
</tr>
<tr>
<td>⭐</td>
<td>Favorites lists contacts or groups marked as favorites</td>
</tr>
<tr>
<td>👤</td>
<td>Contacts</td>
</tr>
<tr>
<td>📊</td>
<td>Groups</td>
</tr>
<tr>
<td>🗦</td>
<td>Voice opens WFCVoice application if configured. Refer to the Workforce Connect Zebra PTT Pro Management Portal Administrator Guide to configure this tab.</td>
</tr>
<tr>
<td>🗤</td>
<td>Microphone to initiate PTT call</td>
</tr>
</tbody>
</table>

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**Contact and Group Presence Icons**

<table>
<thead>
<tr>
<th>Icon</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>🟢</td>
<td>Contact is available or group is active on a call</td>
</tr>
<tr>
<td>⚫</td>
<td>Contact’s device is off or out of coverage area or the group is not active</td>
</tr>
<tr>
<td>📞</td>
<td>Contact is on a call</td>
</tr>
<tr>
<td>🔴</td>
<td>Contact’s device is signed out of Zebra PTT Pro</td>
</tr>
<tr>
<td>🎤</td>
<td>Contact is in Do Not Disturb Mode (DnD)</td>
</tr>
<tr>
<td>🛑</td>
<td>Contact or group is blocked</td>
</tr>
<tr>
<td>🛑</td>
<td>Contact is in silent/vibrate mode</td>
</tr>
<tr>
<td>🛑</td>
<td>Contact is not responding to Zebra PTT Pro communication</td>
</tr>
</tbody>
</table>

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**Recent Call History Icons**

<table>
<thead>
<tr>
<th>Icon</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>🟢</td>
<td>Unread message or missed call</td>
</tr>
<tr>
<td>🔴</td>
<td>Blocked or unsuccessful call</td>
</tr>
<tr>
<td>🟢</td>
<td>Read message or received call</td>
</tr>
<tr>
<td>🔴</td>
<td>Sent message or completed call</td>
</tr>
</tbody>
</table>