ZTE PRESTIGE 2
User Manual

About This Manual

Thank you for choosing this ZTE mobile device. In order to keep your device in its best condition, please read this manual and keep it for future reference.

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Table of Contents

For Your Safety

General Safety

	Don't make or receive handheld calls while driving. Never text while driving.
	Don't use at gas stations.
	Keep your phone at least 10 mm away from your ear or body while making calls.
	Your phone may produce a bright or flashing light.
	Small parts may cause choking.
	Don't dispose of your phone in fire.
	Your phone can produce a loud sound.
	To prevent possible hearing damage, do not listen at high volume levels for long periods.

⚠	Avoid contact with anything magnetic.
⚠	Avoid extreme temperatures.
⚠	Keep away from pacemakers and other electronic medical devices.
⚠	Avoid contact with liquids. Keep your phone dry.
⚠	Turn off when asked to in hospitals and medical facilities.
⚠	Don't take your phone apart.
⚠	Turn off when told to in aircrafts and airports.
⚠	Only use approved accessories.
⚠	Turn off when near explosive materials or liquids.
⚠	Don't rely on your phone for emergency communications.

FCC RF Exposure Information (SAR)

This phone is designed and manufactured not to exceed the emission limits for exposure to radio frequency (RF) energy set by the Federal Communications Commission of the United States.

During SAR testing, this device was set to transmit at its highest certified power level in all tested frequency bands, and placed in positions that simulate RF exposure in usage against the head with no separation, and near the body with the separation of 10 mm. Although the SAR is determined at the highest certified power level, the actual SAR level of the device while operating can be well below the maximum value. This is because the phone is designed to operate at multiple power levels so as to use only the power required to reach the network. In general, the closer you are to a wireless base station antenna, the lower the power output.

The exposure standard for wireless devices employing a unit of measurement is known as the Specific Absorption Rate, or SAR. The SAR limit set by the FCC is 1.6 W/kg.

This device is complied with SAR for general population / uncontrolled exposure limits in ANSI/IEEE C95.1-1992 and had been tested in accordance with the measurement methods and procedures specified in IEEE1528.

The FCC has granted an Equipment Authorization for this model phone with all reported SAR levels evaluated as in compliance with the FCC RF exposure guidelines. SAR information on this model phone is on file with the FCC and can be found under the Display Grant section of www.fcc.gov/oet/ea/fccid after searching on FCC ID: SRQ-N9136.

For this device, the highest reported SAR value for usage against the head is 0.62 W/kg, and for usage near the body is 1.19 W/kg.

While there may be differences between the SAR levels of various phones and at various positions, they all meet the government requirements.

SAR compliance for body-worn operation is based on a separation distance of 10 mm between the unit and the human body. Carry this device at least 10 mm away from your body to ensure RF exposure level compliant or lower to the reported level. To support body-worn operation, choose the belt clips or holsters, which do not contain metallic components, to maintain a separation of 10 mm between this device and your body.

RF exposure compliance with any body-worn accessory, which contains metal, was not tested and certified, and using such body-worn accessory should be avoided.

FCC Regulations

This mobile phone complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

This mobile phone has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.

- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

CAUTION:

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

The antenna(s) used for this transmitter must not be co-located or operating in conjunction with any other antenna or transmitter.

Hearing Aid Compatibility (HAC) regulations for Mobile Phones

In 2003, the FCC adopted rules to make digital wireless telephones compatible with hearing aids and cochlear implants. Although analog wireless phones do not usually cause interference with hearing aids or cochlear implants, digital wireless phones sometimes do because of electromagnetic energy emitted by the phone's antenna, backlight, or other

components. Your phone is compliant with FCC HAC regulations (ANSI C63.19- 2011). While some wireless phones are used near some hearing devices (hearing aids and cochlear implants), users may detect a buzzing, humming, or whining noise. Some hearing devices are more immune than others to this interference noise and phones also vary in the amount of interference they generate. The wireless telephone industry has developed a rating system for wireless phones to assist hearing device users in finding phones that may be compatible with their hearing devices. Not all phones have been rated. Phones that are rated have the rating on their box or a label located on the box. The ratings are not guarantees. Results will vary depending on the user's hearing device and hearing loss. If your hearing device happens to be vulnerable to interference, you may not be able to use a rated phone successfully. Trying out the phone with your hearing device is the best way to evaluate it for your personal needs.

This phone has been tested and rated for use with hearing aids for some of the wireless technologies that it uses. However, there may be some newer wireless technologies used in this phone that have not been tested yet for use with hearing aids. It is important to try the different features of this phone

thoroughly and in different locations, using your hearing aid or cochlear implant, to determine if you hear any interfering noise. Consult your service provider or the manufacturer of this phone for information on hearing aid compatibility. If you have questions about return or exchange policies, consult your service provider or phone retailer.

M-Ratings: Phones rated M3 or M4 meet FCC requirements and are likely to generate less interference to hearing devices than phones that are not labeled. M4 is the better/higher of the two ratings.

T-Ratings: Phones rated T3 or T4 meet FCC requirements and are likely to be more usable with a hearing device's telecoil ("T Switch" or "Telephone Switch") than unrated phones. T4 is the better/higher of the two ratings. (Note that not all hearing devices have telecoils in them.)

Your phone meets the M4/T3 level rating.

Hearing devices may also be rated. Your hearing device manufacturer or hearing health professional may help you find this rating. For more information about FCC Hearing Aid Compatibility, please go to http://www.fcc.gov/cgb/dro.

Distraction

Driving

Full attention must be given to driving at all times in order to reduce the risk of an accident. Using a phone while driving (even with a hands free kit) can cause distraction and lead to an accident. You must comply with local laws and regulations restricting the use of wireless devices while driving.

Operating Machinery

Full attention must be given to operating machinery in order to reduce the risk of
an accident.

Product Handling

General Statement on Handling and Use

You alone are responsible for how you use your phone and any consequences of its use.

You must always turn off your phone wherever the use of a phone is prohibited. Use of your phone is subject to safety measures designed to protect users and
their environment.

• Always treat your phone and its accessories with care and keep it in a clean and dust-free place.

- Keep the screen and camera lens clean. Unclean screen or camera lens may slow down the phone's reaction to your operations or lower image quality.
- Clean the device and its accessories with a soft material such as cleaning cloth for eyeglass lenses. Do not use alcohol or other corrosive substances for cleaning or allow them to get inside.
- Do not expose your phone or its accessories to open flames or lit tobacco products.
- Do not expose your phone or its accessories to liquid, moisture or high humidity.
- Do not drop, throw or try to bend your phone or its accessories.
- Do not paint your phone or its accessories.
- Do not attempt to disassemble your phone or its accessories. Only authorized personnel can do so.
- Do not expose or use your phone or its accessories in a environment with or that can reach extreme temperatures, minimum - [5] and maximum + [50] degrees Celsius.
- Do not place your phone inside or near heating equipments or high pressure containers, such as water heaters, microwave ovens, or hot cooking utensils. Otherwise, your phone may be damaged.

- Please check local regulations for disposal of electronic products.
- Do not carry your phone in your back pocket as it could break when you sit down.

Small Children

Do not leave your phone and its accessories within the reach of small children or allow them to play with it.

They could hurt themselves or others, or could accidentally damage the phone.

Your phone contains small parts with sharp edges that may cause an injury or may become detached and create a choking hazard.

Demagnetization

To avoid the risk of demagnetization, do not allow electronic devices or magnetic media to be close to your phone for a long time.

Electrostatic Discharge (ESD)

Do not touch the metal connectors on the micro-SIM card and the microSDHC card.

Antenna

Do not touch the antenna unnecessarily.

Normal Use Position

When placing or receiving a phone call, hold your phone to your ear, with the bottom towards your mouth.

Air Bags

Do not place a phone in the area over an air bag or in the air bag deployment area as an airbag inflates with great force and serious injury could result.

Store the phone safely before driving your vehicle.

Seizures/Blackouts

The phone can produce a bright or flashing light. A small percentage of people may be susceptible to blackouts or seizures (even if they have never had one before) when exposed to flashing lights or light patterns such as when playing games or watching video. If you have experienced seizures or blackouts or have a family history of such occurrences, please consult a physician.

Repetitive Strain Injuries

To minimize the risk of Repetitive Strain Injury (RSI) when texting or playing games with your phone:

- Do not grip the phone too tightly.
- Press the buttons lightly.
- Use the special features which are designed to minimize the times of pressing buttons, such as Message Templates and Predictive Text.
- Take many breaks to stretch and relax.

Emergency Calls

This phone, like any wireless phone, operates using radio signals, which cannot guarantee connection in all conditions. Therefore, you must never rely solely on any wireless phone for emergency communications.

Loud Noise

This phone is capable of producing loud noises, which may damage your hearing. Turn down the volume before using headphones, Bluetooth stereo headsets or other audio devices.

Phone Heating

Your phone may become warm during charging and during normal use.

Electrical Safety

Accessories

Use only approved accessories.

Do not connect with incompatible products or accessories.

Take care not to touch or allow metal objects, such as coins or key rings, to contact or short-circuit in the battery terminals.

Never puncture the surface of the battery with sharp objects.

Connection to a Car

Seek professional advice when connecting a phone interface to the vehicle electrical system.

Faulty and Damaged Products

Do not attempt to disassemble the phone or its accessories.

Only qualified personnel can service or repair the phone or its accessories.

If your phone (or its accessories) has been submerged in water, punctured, or subjected to a severe fall, do not use it until you have taken it to be checked at an authorized service center.

CTIA Requirements

- Do not disassemble or open crush, bend or deform, puncture or shred.
- Do not modify or remanufacture, attempt to insert foreign objects into the battery, immerse or expose to water or other liquids, expose to fire, explosion or other hazard.
- Only use the battery for the system for which it is specified.
- Only use the battery with a charging system that has been qualified with the system per CTIA Certification Requirements for Battery System Compliance to IEEE 1725. Use of an unqualified battery or charger may present a risk of fire, explosion, leakage, or other hazard.
- Do not short circuit a battery or allow metallic conductive objects to contact battery terminals.
- Replace the battery only with another battery that has been qualified with the system per this standard, IEEE-Std-1725. Use of an unqualified battery may present a risk of fire, explosion, leakage or other hazard.
- Promptly dispose of used batteries in accordance with local regulations.
- Battery usage by children should be supervised.

- Avoid dropping the phone or battery. If the phone or battery is dropped, especially on a hard surface, and the user suspects damage, take it to a service center for inspection.
- Improper battery use may result in a fire, explosion or other hazard.
- The phone shall only be connected to CTIA certified adapters, products that bear the USB-IF logo or products that have completed the USB-IF compliance program.

Radio Frequency Interference

General Statement on Interference

Care must be taken when using the phone in close proximity to personal medical devices, such as pacemakers and hearing aids.

Pacemakers

Pacemaker manufacturers recommend that a minimum separation of 15 cm be maintained between a mobile phone and a pacemaker to avoid potential interference with the pacemaker. To achieve this, use the phone on the opposite ear to your pacemaker and do not carry it in a breast pocket.

Hearing Aids

People with hearing aids or other cochlear implants may experience interfering noises when using wireless devices or when one is nearby.

The level of interference will depend on the type of hearing device and the distance from the interference source. Increasing the separation between them may reduce the interference. You may also consult your hearing aid manufacturer to discuss alternatives.

Medical Devices

Please consult your doctor and the device manufacturer to determine if operation of your phone may interfere with the operation of your medical device.

Hospitals

Turn off your wireless device when requested to do so in hospitals, clinics or health care facilities. These requests are designed to prevent possible interference with sensitive medical equipment.

Aircraft

Turn off your wireless device whenever you are instructed to do so by airport or airline staff.

Consult the airline staff about the use of wireless devices onboard the aircraft. If your device offers a 'flight mode', this must be enabled prior to boarding an aircraft.

Interference in Cars

Please note that because of possible interference with electronic equipment, some vehicle manufacturers forbid the use of mobile phones in their vehicles unless a hands-free kit with an external antenna is included in the installation.

Explosive Environments

Gas Stations and Explosive Atmospheres

In locations with potentially explosive atmospheres, obey all posted signs to turn off wireless devices such as your phone or other radio equipment.

Areas with potentially explosive atmospheres include fueling areas, below decks on boats, fuel or chemical transfer or storage facilities, and areas where the air contains chemicals or particles, such as grain, dust, or metal powders.

Blasting Caps and Areas

Power off your mobile phone or wireless device when in a blasting area or in areas posted power off "two-way radios" or "electronic devices" to avoid interfering with blasting operations.

LCA Assessment

We have done an LCA assessment for ZTE BLADE Vantage using the LCA assessment systems (EIME system) from BV, and have had it peer-reviewed by our Green Product manager who confirms that the LCA test report complies with related standard requirement.

Setting Up Your Phone

Parts and Functions

The following illustrations and descriptions outline your phone's primary external features and buttons.

LED indicator

Microphone

Proximity and light sensors

Front camera lens

Earpiece

Touch screen

Back key

Recent Apps key

Home key

Microphone

3.5 mm headset jack

Back camera lens

Flash

Power/ Lock key

Volume keys

Battery cover

Speaker

USB charger/ accessory port
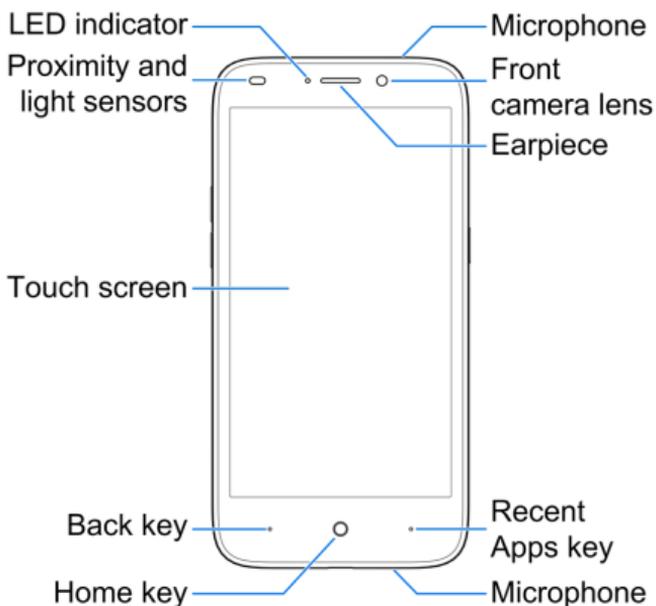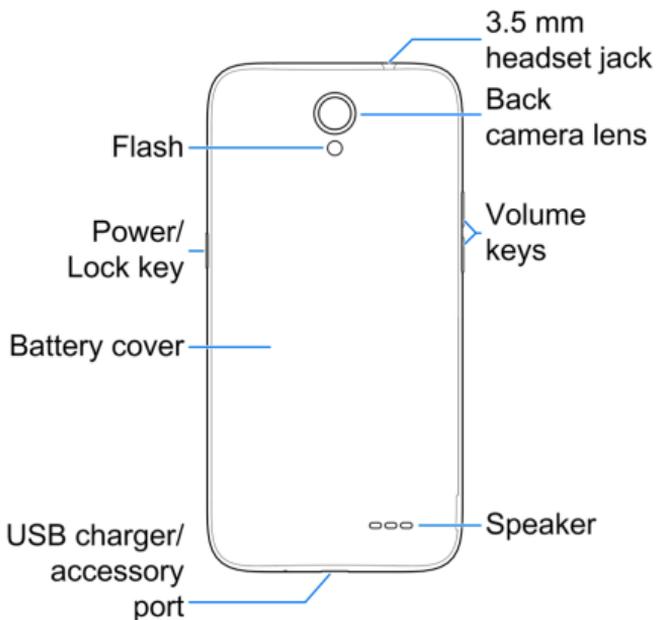
Key Functions

- **Proximity and light sensors** detect how close an object is to the surface of the screen and the available light. This is typically used to automatically adjust screen brightness and detect when your face is pressed up against the screen, such as during a phone call.
- **Front camera lens** takes pictures and records videos while facing the screen, and allows you to video conference.

- **Earpiece** lets you hear the caller and automated prompts.
- **Touch screen** displays all the information needed to operate your phone, such as the call status, the Contacts list, and the date and time. It also provides one-tap access to all of your features and applications.
- **Volume keys** allow you to adjust the ringtone or media volume or adjust the voice volume during a call.
- **Power/Lock key** lets you turn the phone on or off, turn airplane mode on or off, turn the screen on or off, or restart the phone.
- **Recent Apps key** displays a list of recently used applications.
- **Home key** returns you to the home screen.
- **Back key** lets you return to the previous screen, or close a dialog box, options menu, the notification panel, or onscreen keyboard.
- **LED indicator** displays a phone notification, charging status, or alert.
- **Speaker** lets you hear the different ringtones and sounds. The speaker also lets you hear the caller's voice in speakerphone mode.
- **USB charger/accessory port** allows you to connect the phone charger or the USB cable (included).

- **Microphone** transmits your voice for phone calls or records your voice or ambient sounds for voice recordings and videos. The microphone on top of the phone is useful for canceling ambient noise during a phone call.
- **Flash** helps illuminate subjects in low-light environments when the camera is focusing and capturing a picture or video. You can also use it as a flashlight.
- **Back camera lens** lets you take pictures and videos.
- **3.5 mm headset jack** allows you to plug in either a stereo headset or an optional headset for convenient, hands-free conversations.

CAUTION:

Inserting an accessory into the incorrect jack may damage the phone.

Battery Use

The following topics explain how to insert and remove your phone's battery.

CAUTION:

- **Storage:** Avoid storing or leaving battery with no charge remaining. Saved information and settings may become lost or changed, or battery may become unusable. Charge once every six months before storing or leaving unused for a long

period.

- **Bulges:** Depending on use, bulges may appear near end of battery life. This does not affect safety.
- **Replacing Battery:** The battery is a consumable item. It needs to be replaced if operating time shortens noticeably. Purchase a new battery.
- **Cleaning:** Clean soiled terminals between battery and phone with a clean, dry cotton swab. Soiled terminals can result in a poor connection and prevent charging, etc.

Insert the Battery

1. Remove the battery cover. Lift gently in the direction shown.
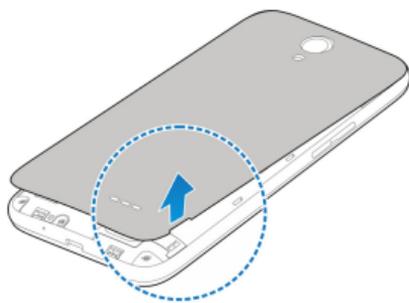
2. Insert the battery. Align the contacts of the battery with the contacts in the phone.
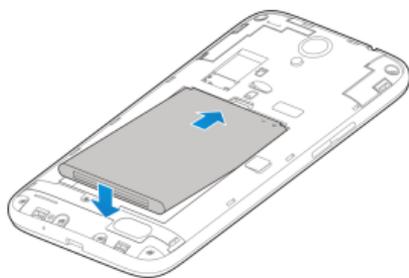
3. Replace the back cover, making sure all tabs are secured and there are no gaps around the cover.
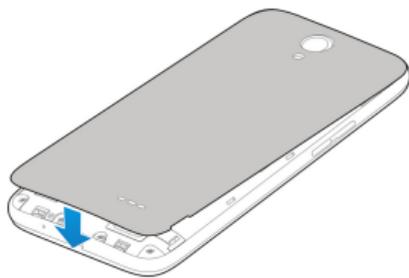
Charge the Battery

Follow these instructions to charge your phone's battery using either the included AC adapter or via a USB connection on your computer.

1. Plug the USB connector into the charger/accessory jack on the bottom of your phone.
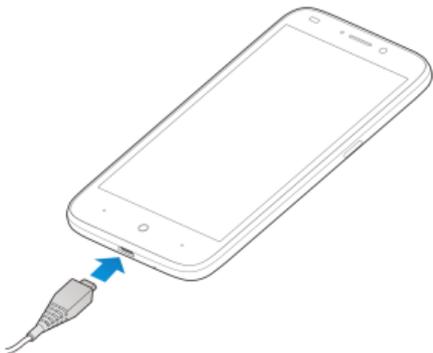
2. Plug the other end of the USB cable into the AC adapter and plug the AC adapter into an electrical outlet, or plug the USB cable into an external USB port on your powered-on computer.

3. After charging, disconnect the phone from the charger/computer.

NOTES:

- Your phone's battery should have enough charge for the phone to turn on and find a signal, run the setup application, set up voicemail, and make a call. You should fully charge the battery as soon as possible.
- If your phone is brand new or has not been used for some time, you may not see any indication that the phone is being charged at first. This is caused by over-drained battery and your phone will return to normal after enough time of charging.

Insert nano-SIM Card

Follow these instructions to insert a nano-SIM card. Remember to power off your phone before inserting a nano-SIM card.

NOTE:

Your phone's nano-SIM card is preinstalled. These instructions are for reference only.

1. Remove the battery cover and battery.
2. Insert the nano-SIM card gently with the gold IC chip facing downward.
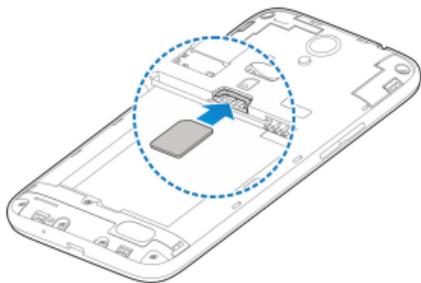
3. Insert the battery and replace the battery cover.

Install the microSDHC™ Card (Optional)

A microSDHC card is an optional accessory that allows you to store images, videos, music, documents, and voice data on your phone.

Remove the back cover to install a compatible microSDHC card into your phone.

1. Remove the battery cover.
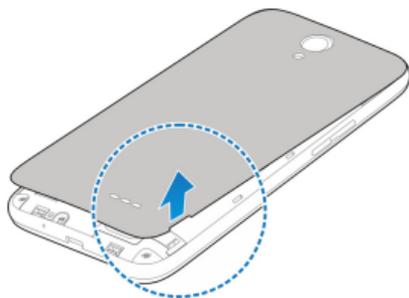
2. Insert the microSDHC card all the way gently without bending and with terminals facing down.
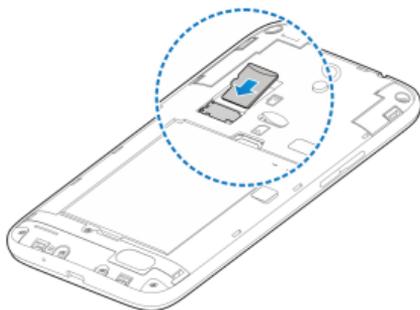
3. Replace the back cover.

NOTE:

Some applications may require a microSDHC card to store certain data on it and to work properly. Therefore, it is recommended that you keep a microSDHC card installed and not remove or replace it unnecessarily.

Activate Your Service

Before using your phone, you must set up an account with Assurance Wireless.

1. Press and hold the **Power/Lock** key to turn your phone on.
   - ▶ Allow hands-free activation to connect the phone to our network and then allow the phone to check for any updates.
   - ▶ The phone will power off.
2. After the phone turns back on, dial 611 and follow the recorded directions.
3. When prompted, enter your Account PIN — it can be found at the top of your Assurance Wireless approval letter

Additional Services

Take advantage of these services by adding money to your account:

- Purchase additional Voice minutes and Monthly Data Packs.

- 411 service at \$1.75 per call + standard airtime charges
- International calling at great rates to over 200 countries
- Mobile Web, ringtones, games, graphics
- And so much more

How to Purchase Additional Services

To pay for additional services you will need to add funds to your account using a credit or debit card or you can buy Virgin Mobile Top-Up cards from thousands of stores across the country.

For more information about your Assurance Wireless account, see *Assurance Wireless Account Information and Help.*

Complete the Setup Screens

The setup screens help you set up certain features and preferences on your phone.

1. Once your service has been activated, touch the **Home** key
   > 🔘 > **Gmail** or **Play Store** to run Setup.
2. Follow the prompts to complete the setup screens.

Set Up Voicemail

You should set up your voicemail and personal greeting as soon as your phone is activated. Always use a password to protect against unauthorized access. Your phone automatically transfers all unanswered calls to your voicemail, even if your phone is in use or turned off.

1. From home, touch 📞 > ⊞ . (If your screen is locked, press the **Power/Lock** key to turn on the display and then touch and hold an empty area of the screen to unlock it.)
2. Touch and hold the **1** key to dial your voicemail number.
3. Follow the system prompts to:
   ▶ Create your password.
   ▶ Record your name announcement.
   ▶ Record your greeting.

NOTE:
It is strongly recommended that you create a password when setting up your voicemail to protect against unauthorized access. Without a password, anyone who has access to your phone is able to access your voicemail messages.

Phone Basics

Your phone is packed with features that simplify your life and expand your ability to stay connected to the people and information that are important to you. The following topics will introduce the basic functions and features of your phone.

Turn Your Phone On and Off

Turn Your Phone On
Press and hold the **Power/Lock** key.

Turn Your Phone Off
1. Press and hold the **Power/Lock** key to open the phone options menu.
2. Touch **Power off** to turn the phone off.

Your screen remains blank while your phone is off (unless the battery is charging).

Turn Your Screen On/Off

Your phone allows you to quickly turn the screen off when not in use and to turn it back on and unlock it when you need it.

Turn the Screen Off When Not in Use
To quickly turn the screen off, press the **Power/Lock** key.

Pressing the **Power/Lock** key again or receiving an incoming call will turn on your phone screen and show the lock screen. To save battery power, the phone automatically turns off the screen after a certain period of time when you leave it idle. You will still be able to receive messages and calls while the phone's screen is off.

NOTE:

For information on how to adjust the time before the screen turns off, see *Display Settings*.

Turn the Screen On and Unlock It

After the screen is turned off, you can turn it on and unlock it whenever you need to use the phone.

1. Press the **Power/Lock** key to turn the screen on.
2. Touch and hold on the blank area of the screen to unlock it.

   – or –

   Touch and hold 🎤 to launch Voice Search.

   – or –

   Touch and hold 📷 to launch Camera.

   If you have set up a screen lock, you will be prompted to draw the pattern or enter the password or PIN. See *Screen Lock Settings*.

Touch Screen Navigation

Your phone's touch screen lets you control actions through a variety of touch gestures.

- **Touch**

  When you want to type using the onscreen keyboard, select onscreen items such as application and settings icons, or press onscreen buttons, simply touch them with your finger.

- **Touch and Hold**

  To open the available options for an item (for example, a message or link in a web page), touch and hold the item.

- **Swipe or Slide**

  To swipe or slide means to quickly drag your finger vertically or horizontally across the screen.

- **Drag**

  To drag, press and hold your finger with some pressure before you start to move your finger. While dragging, do not release your finger until you have reached the target position.

- **Flick**

  Flicking the screen is similar to swiping, except that you need to swipe your finger in light, quick strokes. This finger gesture is always in a vertical direction, such as when flicking the contacts or message list.

- **Pinch and Spread**

  "Pinch" the screen using your thumb and forefinger to zoom out or "spread" the screen to zoom in when viewing a picture or a Web page. (Move fingers inward to zoom out and outward to zoom in.)

- **Rotate**

  For most screens, you can automatically change the screen orientation from portrait to landscape by turning the phone sideways. When entering text, you can turn the phone sideways to bring up a bigger keyboard.

NOTES:

- The Auto-rotate feature needs to be enabled for the screen orientation to automatically change. From the home screen, touch ⊕ **> Settings > Display** and tap **Auto-rotate screen**.

- You can also access the screen rotation setting from the notifications panel. Pull down the status bar and touch **Portrait** or **Auto-rotate** to select or deselect the option.

Your Home Screen

The home screen is the starting point for your phone's applications, functions, and menus. You can customize your home screen by adding shortcuts, folders, widgets, and more.

Home Screen Overview

Your home screen extends beyond the initial screen. Swipe the screen left or right to display additional screens.

Status bar

Widget

Folder

Application icon

Application list
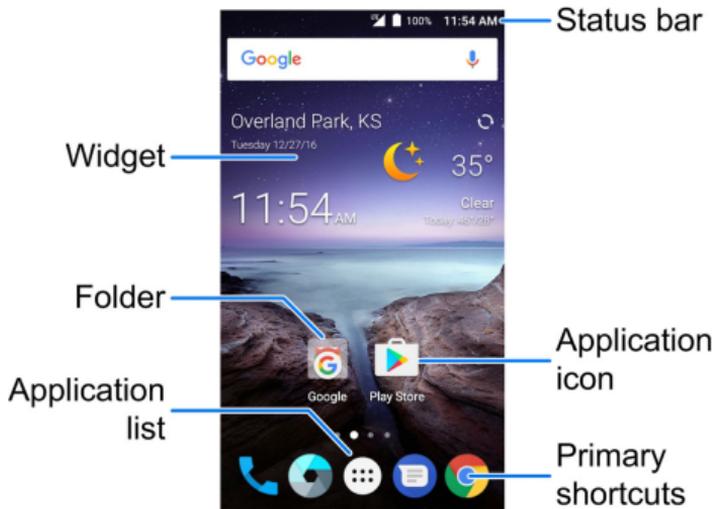
Primary shortcuts

NOTES:

- Your phone's home screens cycle through so that you can keep swiping in one direction and make it back to the main home screen. The small circles above the primary shortcuts let you know your current screen position.
- Touch the **Home** key to return to the main home screen from any other screen.

Extended Home Screens

In addition to the main home screen, your phone features extended home screens to provide more space for adding icons, widgets, and more. Touch the **Home** key and then slide right or left across the screen to move from the main screen to an extended screen.

There are up to eight and at least three extended screens available in addition to the main home screen.

- If you are not already using the maximum number of screens for your phone, you can add more screens when adding a shortcut or widget to the home screen. See *Customize the Home Screen*.
- If there are more than three extended screens and you remove all contents from one screen, the empty screen is deleted automatically.

- While on an extended screen, touch the **Home** key to return to the main home screen.

To delete or set the home screens:

Touch and hold an empty area of the home screen to display thumbnail images of all home screens.

- To delete a home screen, touch ✕ on the corner of its thumbnail and touch **OK**.
- To set a home screen as the main home screen, touch ⌂ at the bottom of its thumbnail.
- To change the order of the screens, touch and hold a thumbnail and drag it left or right to a new position.

Customize the Home Screen

Learn how to set the wallpaper and add, move, or remove shortcuts, widgets, and folders from the home screen.

Operations for Rearranging the Home Screen

- **Moving Widgets and Icons:** From home, touch and hold an item and then drag it to the desired location.
- **Deleting Widgets and Icons:** From home, touch and hold an item and then drag it to **Remove** 🗑 .

- **Displaying the Home Screen Menu:** From home, touch and hold an empty space to display the home screen menu. Menu options include Wallpapers, Widgets, Themes, and Effects, and you also have the option to add or remove home screens.

Change the Wallpaper

1. From home, touch and hold an empty space, and then touch **Wallpapers**.
2. Touch an option to select the wallpaper.
3. If necessary, touch **Set wallpaper**.

NOTES:

- You can also access the wallpaper menu through settings. From home, touch ⊕ **> Settings > Display > Wallpaper**.
- If you select **Gallery**, you will need to select an album and a picture. Once selected, use two fingers to scale or one finger to move to select the area you want to use and then touch ✓ .

Change the Theme

1. From home, touch and hold an empty space, and then touch **Themes**.
2. Touch the theme you like.

Add Shortcuts to the Home Screen

You can add shortcuts for quick access to favorite apps from the home screen.

1. From home, touch (⋯) .
2. Touch and hold an app icon.
3. Drag the icon to an empty location on one of the home screens.

NOTE:

If there are less than eight extended home screens, you can add a new extended home screen while you add a shortcut. Just drag the app icon to the right edge of the screen and drop it after you reach the right-most screen.

Add Widgets to the Home Screen

You can add widgets to your phone's home screen. Widgets are self-contained apps that display on a home screen. Unlike a shortcut, the Widget works like as an onscreen application. There are all kinds of widgets, including links to a specific contact, Internet bookmarks, Gmail and email accounts, and many others.

1. From home, touch and hold an empty space, and then touch **Widgets**.

2. Touch and hold a widget icon.
3. Drag the icon to an empty location on one of the home screens.

NOTE:

If there are less than eight extended home screens, you can add a new extended home screen while you add a widget. Just drag the widget icon to the right edge of the screen and drop it after you reach the right-most screen.

Add Folders to the Home Screen

You can group home screen shortcuts into folders for convenient access.

1. From home, touch and hold a shortcut you want to place in a folder, and then drag it to ![folder icon]. A new folder is created.
2. To add more app shortcuts to the folder, touch and hold a shortcut and drag it on top of the new folder. The new shortcut is added to the folder.

Change Folder Names

1. From home, touch the folder to open it, and then touch the folder name.
2. Type a new name and then touch ![checkmark icon] or **Done**.

Status Bar

The status bar at the top of the home screen provides phone and service status information on the right side and notification alerts on the left. To view the notification panel or access the quick settings menu, pull down the status bar from the top of the screen.

Main Status Icons

Icons	Status	Icons	Status
✳	Bluetooth® active	◢	Network (full signal)
📍	GPS active	LTE	Enhanced 4G LTE data service
📶	Wi-Fi® active	3G	3G data service
🔕	Silent	✈	Airplane mode
⊪□⊪	Vibrate	⏰	Alarm set
🎤	Microphone off	🔋	Battery (charging)
📞	Speakerphone active	🔋	Battery (full charge)

	Do not disturb mode (alarms only or priority)		Battery (low)
	Do not disturb mode (total silence)		Wired headset connected

Main Notification Icons

Icons	Notifications	Icons	Notifications
	Missed call		Call in progress
	New voicemail		Open Wi-Fi network detected
	New email from the Email app		Music playing
	New message(s) from the Gmail app		Updates available from Google Play Store
	New text or MMS message		Downloading or receiving data
	Event		Uploading or sending data
	USB connection		

Silent/Vibration Mode

Silent/vibration mode sets your phone's ringtone, operation sounds, notifications, etc., not to sound to avoid disturbing others around you.

NOTE:
Camera shutter, video start/stop tones, and certain other sounds may still be active during silent or vibration mode.

To set silent or vibration mode:
1. Press the **Volume** keys to display the volume control window.
2. Press and hold the **Volume Down** key to switch the phone to vibration mode.
3. To switch the phone to silent mode, press the **Volume Down** key once more.

NOTE:
In the volume control window, you can touch [image] to adjust notification, media, and alarm volumes.

To restore normal sound settings, press or hold the **Volume Up** key.

Do Not Disturb Mode

You can limit sound interruptions with Do not disturb mode, which silences unwanted sounds from your phone.

To turn on Do not disturb mode:

1. From the home screen, touch ⦙⦙⦙ **> Settings > Sound & notification > Do not disturb**.
2. touch **Do not disturb** and select **Always** or **Scheduled**.
3. Set the detailed settings.
   ▶ If you have selected **Scheduled**, set the days and start/end time during which Do not disturb mode should apply.
   ▶ touch **Disturb rules** to determine whether you allow exceptions. **Priority only** allows disturbance set as priority interruptions; **Alarms only** allows alarms sound or vibration; **Total silence** forbids all disturbances.
   ▶ If you have allowed priority interruptions, customize the types of allowed sounds or vibration in the **Priority interruptions** section.

Enter Text

You can type on your phone using one of the available touch screen keyboards or Google voice typing.

Touch Screen Keyboards

Your phone offers you a choice of two touch screen keyboards for entering text. The keyboard appears automatically onscreen when you touch a text entry field, and they can be used in either portrait or landscape mode. You can also use the Google Voice typing option to enter text using your voice.

NOTE:

Along with the preloaded keyboards, you can download additional keyboard options from Google Play Store. See *Find and Install an App*.

To change the input method:

1. Touch a text entry field, so that a keyboard displays on the screen.
2. Slide the status bar down and touch **Change keyboard**.
3. Select an available input method.

To enable or disable the input methods:

1. From the home screen, touch **⠿ > Settings > Language & input > Current Keyboard > Choose keyboards** and touch the input keyboard to enable or disable it.

Google Keyboard

The Google keyboard offers a traditional QWERTY keyboard setup for entering text by touching keys (like on a computer), along with enhancements and options that allow you to enter text faster and more accurately, such as continuous key input, personalized usage dictionaries, and more.
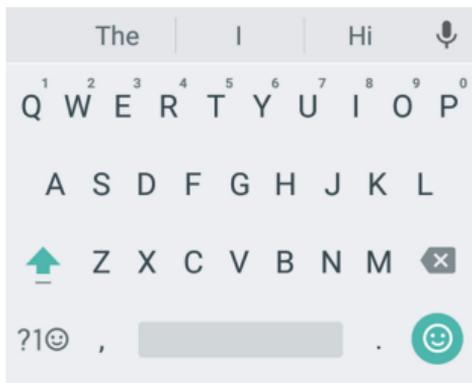
- Touch the alphabetic keys to enter letters. Touch and hold some specific keys to enter associated accented letters or numbers. For example, to enter È, touch and hold E^3 and the available accented letters and number 3 appear. Then slide to choose È.
- As you enter a word, candidates appear above the keyboard. touch to select the correct one; touch and hold to remove suggestions.
- Touch ⬆ to use uppercase. Double-tap ⬆ to lock uppercase. This key also changes to indicate the current case you are using: ⬆ for lowercase, ⬆ for uppercase, and ⬆ when locked in uppercase.
- Touch ⌫ to delete the text before the cursor.
- Touch ?1☺ to select numbers and symbols. You can then touch = \ < to find more.
- Touch ☺ to enter emoji or emoticon.
- Touch 🎤 to use Google voice typing.
- Touch and hold , to change the input languages or set up the Google keyboard. You can also touch and hold , and slide right to shrink the keyboard for one-hand use.

Use Gesture Typing

The Google keyboard supports the gesture typing feature. You can use this feature to input a word by sliding through the letters.

To enable and use gesture typing:

1. Touch and hold , on the Google keyboard and then touch **Google Keyboard settings**.
2. Touch **Gesture typing** and then touch **Enable gesture typing** if this feature is turned off.
3. Move your finger from letter to letter on the keyboard to trace a word without lifting the finger until you reach the end of the word.
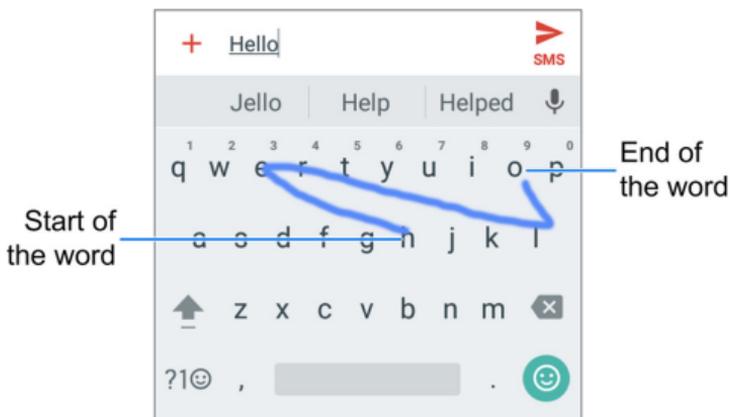
TouchPal Keyboard

The TouchPal keyboard offers three layouts including Full, Phonepad, and T+. You can touch ⊕ to select a language and layout.

You can also use Curve® and Wave™ to speed up text input by moving your finger from letter to letter or word from word without lifting the finger.

- The Full layout offers an input experience similar to a computer keyboard.
- The Phonepad layout is similar to a phone pad. Touch an alphabetic key repeatedly until the desired letter appears. Touch and hold the key and slide left or right to choose the letter or number you need.
- In T+ layout, touch to enter the left letter on a key. Double-tap or flick right to enter the right letter/symbol on a key. You can also touch and hold a key and slide to choose more letters and symbols.

Enable and Use Curve

1. On the TouchPal keyboard, touch 🔲 **> Settings > Smart input** and check **Curve – Word gesture**.
2. Touch the **Back** key to return to the text field. Open the TouchPal keyboard and switch to the full layout.

3. Move your finger from letter to letter on the keyboard to trace a word without lifting the finger until you reach the end of the word.

NOTE:

Start of the word

End of the word
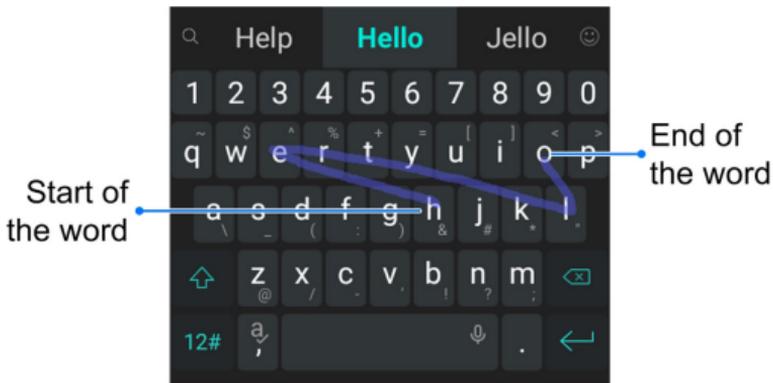
Enable and Use Wave Sentence Gesture

Wave allows you to enter words by dragging candidate words to the space key.

To enable and use Wave:

1. On the TouchPal keyboard, touch 🔽 **> Settings > Smart input** and check **Wave - Sentence gesture**.

2. Touch the **Back** key to return to the text field. Open the TouchPal keyboard and switch to the full layout.

3. Touch or use Curve to enter the first word. As the first word appears on the text field, candidate words appear on the keyboard for you to choose from as the following word.
4. Drag the correct candidate word to the space key to add the word to the text field.
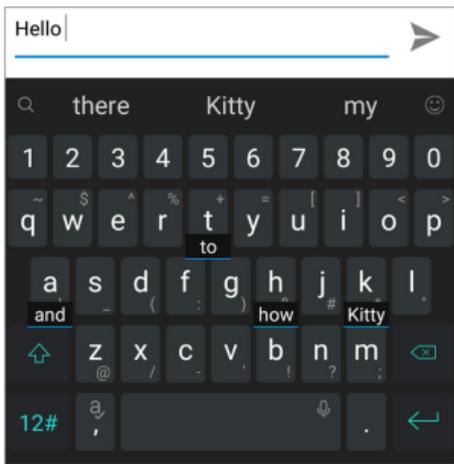
NOTE:

If no candidate word is correct or displayed, you can go on entering the words normally.

Google Voice Typing

Google voice typing uses Google voice recognition to convert speech to text.

To use Google voice typing:

1. Slide the status bar down when entering text and touch **Change keyboard > Google voice typing**.

   – or –

   Touch 🎤 to access the voice typing feature when you are using the Google keyboard.

   – or –

   Touch 🔡 **> Voice** to access the voice typing feature when you are using the TouchPal keyboard.

2. When you see the microphone image, speak what you want to type. The phone will work on your speech and display the transcription.

3. Continue entering text or touch **Delete** to cancel the last dictated text.

Tips for Editing Text

Your phone gives you many options to make entering text easier, including copying, cutting, and pasting text, customizing the user dictionary, using predictive text, and more.

- To move the insertion point, touch where you want to type. The cursor blinks in the new position, and a tab appears below it. Drag the tab to move the cursor.
- To select text, touch and hold or double-tap the text. The nearest word is selected, with a tab at both ends of the selection. Drag the tabs to change the selection. To cancel the selection, simply touch the text field.
- To cut or copy text, select the text you want to manipulate. Then touch **Cut** or **Copy**.
- To replace text with the clipboard text, select the text you want to replace and then touch **Paste**.
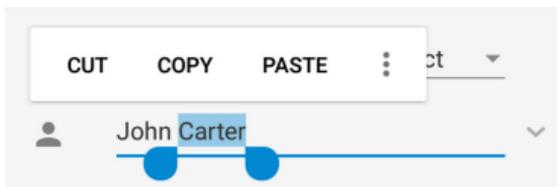
- To insert clipboard text to the text field, touch and hold the tab below the cursor and then select **Paste**.
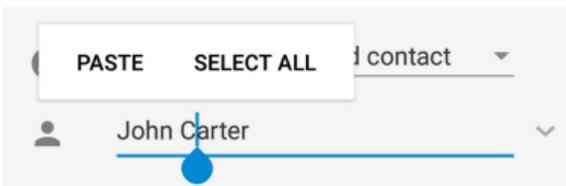
- You can customize your personal dictionary for word suggestion and spell check. From the home screen, touch ⊕ **> Settings > Language & input > Personal dictionary**. Then touch ╪ to add a new word.
- Many input methods have predictive text features of their own. You may need to configure them separately. For example, when using the TouchPal keyboard, touch and hold 🔳 or 🔳 to manage prediction.

Text Input Settings

To choose the text input settings, touch ⊕ **> Settings > Language & input** from the home screen.

- Touch **Personal dictionary** to add or delete customized words.
- Touch **Spell checker** to enable or disable spell checking feature. You can touch ⚙ to set the more options of installed spell checking services.
- In the **Keyboard & input methods** section, you can set the default input method and configure settings for each input method.

Phone Calls

Make Phone Calls

There are several convenient ways to place calls from your phone.

Call Using the Phone Dialer

1. From the home screen, touch 📞 > ⊞ to open the dialpad.
2. Touch the number keys on the dialpad to enter the phone number.
   - ▶ As you enter digits, the phone searches for contacts that match. If you see the number you want to dial, touch it to place the call immediately without entering the rest of the number.
   - ▶ To make an international call, touch and hold the **0** key to enter the plus (+) symbol. Then enter the country code, followed by the area code and the full phone number.
3. Touch 📞 to call the number.
4. To end the call, touch 📞 .

Call From Contacts

You can place phone calls directly from entries in your Contacts list.

1. From the home screen, touch 📞 to display the Phone app.
2. Touch 👥 to display the contacts with phone numbers.
3. Touch a contact.
4. Touch the number you want to call to place a call.
5. To end the call, touch 📞 .

NOTE:

You can also place a call directly from the Contacts list. Touch 📞 next to the entry you want to call to place a call to the entry's default number.

Call From Call History

The call history list lets you quickly place calls to recent incoming, outgoing, or missed numbers.

1. From the home screen, touch 📞 to display the Phone app.
2. Touch 🕐 to display the recent call history.

NOTE:

To view the complete call history, scroll to the bottom of the list and touch **View full call history**.

3. Touch 📞 next to an entry to call the number. For additional options, touch the name or number.
4. To end the call, touch 📞 .

Call Emergency Numbers

You can place calls to 9-1-1 even if the phone's screen is locked or your account is restricted.

To call the 9-1-1 emergency number when the phone's screen is locked with a screen lock:

1. Press the **Power/Lock** key to turn the screen on if it is turned off.
2. Touch and hold the screen to display the screen where you need to draw a pattern or enter a PIN or password to unlock.
3. Touch and hold **Emergency Call (ICE)**.
4. Touch 📞 beside 911.

To call 9-1-1 normally or when your account is restricted:

1. Unlock the screen.
2. From the home screen, touch 📞 > ⊞ to open the dialpad.
3. Touch 9, 1, 1, and 📞 .

Receive Phone Calls

When you receive a phone call from a contact, the Incoming call screen appears and displays the caller ID icon, name,

and phone number of the calling party. When you receive a phone call from someone who is not stored in Contacts, only the default caller ID icon and phone number appear on the Incoming call screen.

Answer an Incoming Call

1. When a call arrives, slide down to answer it.
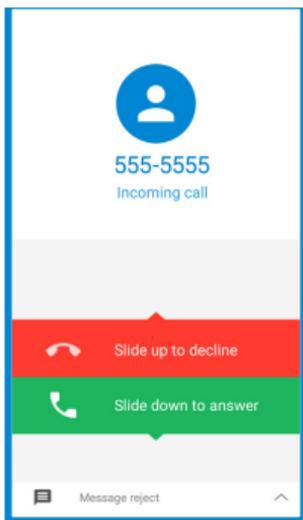
2. To end the call, touch .

Mute the Ringing Sound

To mute the ringer without rejecting the call, you can do one of the following:

- Press the **Volume** keys.
- Press the **Power/Lock** key.
- Touch the **Home** key.
- Touch the **Back** key.
- Touch the **Recent Apps** key.

Reject an Incoming Call

When a call arrives, slide up to reject it.

Reject a Call and Send a Text Message

You can reject an incoming call and automatically send a text message to the caller.

1. When a call arrives, slide up from the bottom of the screen.
2. Touch one of the messages to send it to the caller.

NOTE:

You can edit the reject messages through the Phone app settings menu. From the phone app, touch **⋮ > Settings > Quick responses** and tap a message to edit it.

In-call Options

While you're on a call, you will see a number of onscreen
options.
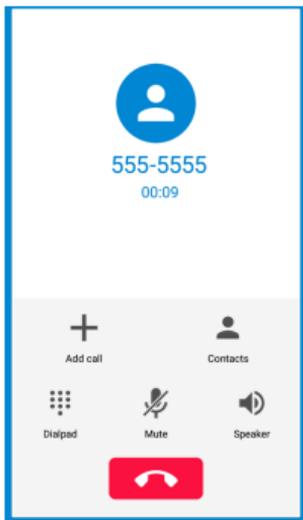
- **Add call:** Touch to make another call separately from
  the current call, which is put on hold. When both calls
  are connected, you can touch **Merge calls** to set up a
  conference call. See *Conference Calling*.
- **Contacts:** Open the Contacts app and view your contacts
  list.

- **Dialpad:** Toggle the appearance of the onscreen keypad. Show the keypad to enter additional numbers, for example, an extension or access code.
- **Mute:** Mute the microphone during an active call. Touch again to unmute the microphone.
- **Speaker:** Route the phone's audio through the speaker (On) or through the earpiece (Off).
- **End call:** Touch ☎ to end the current call.

NOTE:

When a Bluetooth headset is connected to your phone, you can route the audio through the Bluetooth headset (❊), the phone earpiece (▯), or the phone speaker (🔊). Touch one of these icons and select **Speaker**, **Handset earpiece**, or **Bluetooth** to change how the audio is routed.

WARNING!

Because of higher volume levels, do not place the phone near your ear during speakerphone use.

Voicemail

The following topics describe how to set up and use your phone's voicemail feature.

Voicemail Setup

Follow the instructions below to set up voicemail on your phone. You should set up your voicemail and personal greeting as soon as your phone is activated. Always use a passcode to protect against unauthorized access. Your phone automatically transfers all unanswered calls to your voicemail, even if your phone is in use or turned off.

1. From the home screen, touch 📞 > ⊞ .
2. Touch and hold the **1** key to dial your voicemail number.
3. Follow the system prompts to:
   ▶ Create your passcode.
   ▶ Record your name announcement.
   ▶ Record your greeting.

NOTE:

It is strongly recommended that you create a passcode when setting up your voicemail to protect against unauthorized access. Without a passcode, anyone who has access to your phone is able to access your voicemail messages.

Retrieve Your Voicemail

When you receive a new voicemail, the phone displays ◯◯ in the status bar.

1. From the home screen, touch 📞 > ⊞ .
2. Touch and hold the **1** key. If prompted, enter your voicemail password.
3. Follow the voice prompts to listen to and manage your voicemail messages.

Optional Calling Services

The following topics outline additional voice-related services available with your phone.

Call Waiting

When you're on a call, Call Waiting alerts you to incoming calls. Your phone's screen informs you that another call is coming in and displays the caller's phone number (if it is available).

To respond to an incoming call while you're on a call:

■ Touch **Answer**. (This puts the first caller on hold and answers the second call.)
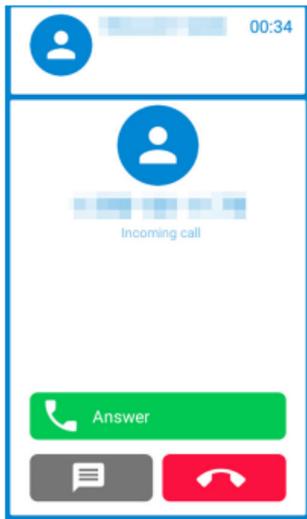
To switch back to the first caller:

- Touch **Swap**.
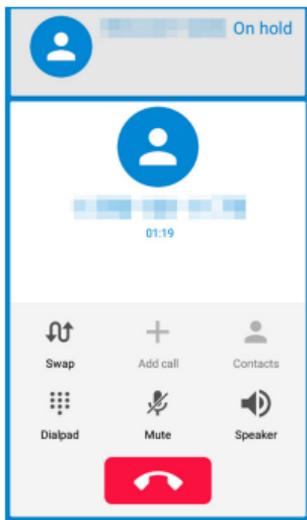
Conference Calling

With conference calling, also known as 3-way calling, you can talk to two people at the same time.

To set up a conference call while you're already on a call:

1. Touch **Add call** in the in-call screen.

NOTE:

If you are not seeing the in-call screen, tap the top of the screen first.

2. Dial the second number using the keypad.
3. When you are connected with the second call, touch **Merge calls**. Both calls are merged into a conference call.
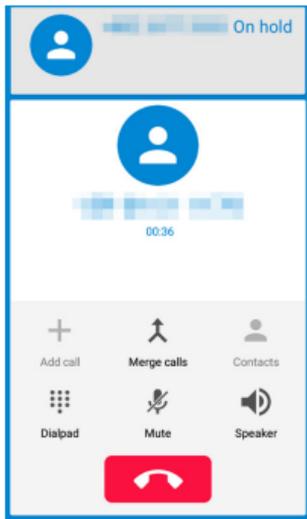
NOTE:

Touch **Flash** to disconnect the second call and return to 2-way calling with the first call. If one party you called hangs up, you and the remaining party stay connected. If you hang up, both parties are disconnected.

Call Settings

From the home screen, touch 📞 > ⋮ > **Settings** to configure settings for the phone application.

Display Options

You can change the way contacts are displayed and sorted in the contacts list of the Phone app.

1. From the home screen, touch 📞 .
2. Touch ⋮ > **Settings > Display options**.
3. Touch **Sort by** and select **First name** or **Last name** to change the way contacts are sorted in the list.

   – or –

   Touch **Name format** and select **First name first** or **Last name first** to change the way contact names are displayed in the list.

Sounds and Vibration Settings

You can set the default incoming call ringtone, dialpad tones, and vibration.

1. From the home screen, touch 📞 .
2. Touch ⋮ > **Settings > Sounds and vibration**.

3. Touch **Phone ringtone** to select a ringtone.

   – or –

   Check **Dialpad tones** or **Also vibrate for calls** to make
   the phone play tones when you tap the keypad or make the
   phone vibrate when it rings for incoming calls.

Quick Responses Setting

This menu allows you to edit the text response that you can
quickly send to the caller when you reject a call. See "Reject a
Call and Send a Text Message" in *Receive Phone Calls*.

1. From the home screen, touch 📞 .
2. Touch ⋮ **> Settings > Quick responses**.
3. Touch a preset response.
4. In the window that opens, edit the message and tap **OK**.

Voicemail Settings

If you need to adjust your voicemail settings, use the Voicemail
settings menu.

1. From the home screen, touch 📞 .
2. Touch ⋮ **> Settings > Call settings > Voicemail**.
3. Configure your options.

TTY Mode

A TTY (teletypewriter, also known as a TDD or Text Telephone) is a telecommunications device that allows people who are deaf, hard of hearing, or who have speech or language disabilities, to communicate by telephone.

Your phone is compatible with select TTY devices. Please check with the manufacturer of your TTY device to ensure that it supports digital wireless transmission. Your phone and TTY device will connect using a special cable that plugs into your phone's headset jack. If this cable was not provided with your TTY device, contact your TTY device manufacturer to purchase the connector cable.

To turn TTY Mode on or off:

1. From the home screen, touch 📞 .

2. Touch ⋮ **> Settings > Call settings > TTY mode**.

3. Touch **TTY Full**, **TTY HCO**, or **TTY VCO** to turn TTY mode on.

   – or –

   Touch **TTY Off** to turn TTY mode off.

NOTE:

When enabled, TTY mode may impair the audio quality of non-TTY devices connected to the headset jack.

WARNING!

9-1-1 Emergency Calling

It is recommended that TTY users make emergency calls by other means, including Telecommunications Relay Services (TRS), analog cellular, and landline communications. Wireless TTY calls to 9-1-1 may be corrupted when received by public safety answering points (PSAPs), rendering some communications unintelligible. The problem encountered appears related to TTY equipment or software used by PSAPs. This matter has been brought to the attention of the FCC, and the wireless industry and the PSAP community are currently working to resolve this.

Hearing Aids

Your phone supports HAC (Hearing Aid Compatibility) function. When you turn on the hearing aid compatibility and use a hearing aid device with a telecoil in it to answer the phone, it will help you hear more clearly during the phone call.

1. From the home screen, touch 📞 .
2. Touch ⋮ **> Settings > Call settings**.
3. Check **Hearing aids** to turn on HAC.

Noise Reduction

With noise reduction, your phone can use the microphone on its top to reduce background noise during calls.

1. From the home screen, touch 📞 .

2. Touch ⋮ **> Settings > Call settings**.

3. Check or uncheck **Noise reduction** to enable or disable this feature.

Speed Dial

Touch **Speed Dial** in the Call settings menu to set speed dialing keys.

To assign a speed dial number to a contact:

1. From the home screen, touch 📞 .

2. Touch ⋮ **> Settings > Call settings > Speed dial**.

3. Touch a speed dial key.

4. Enter the phone number or touch 👤 and select one from the contacts.

5. Touch **OK**.

NOTE:

If you assign a number to an already in-use speed dial location, the new phone number will automatically replace the previous speed dial assignment.

82

DTMF Tones

The DTMF tones setting allows you to set the length of Dual-Tone Multi-Frequency (DTMF) signal tones.

1. From the home screen, touch 📞 .
2. Touch ⋮ **> Settings > Call settings > DTMF tones**.
3. Touch **Long** or **Normal**.

Voice Privacy

Voice privacy allows you to enable enhanced privacy mode.

1. From the home screen, touch 📞 .
2. Touch ⋮ **> Settings > Call settings**.
3. Check **Voice privacy** to enable this feature.

Plus Code Dialing Setting

Plus Code Dialing allows the phone to automatically dial the international access code for your location when you touch and hold the **0** key in the dialer.

To activate Plus Code Dialing:

1. From the home screen, touch 📞 .
2. Touch ⋮ **> Settings > Call settings > Plus code dialing setting**.
3. Check **North American dialing** to enable this feature.

To change the international dialing code:

1. From the home screen, touch 📞 .
2. Touch ⋮ **> Settings > Call settings > Plus code dialing setting**.
3. Touch **International dialing**.
4. Input a new code and touch **OK**.

Dial Assist

Dial assist automatically add the prefix or country code for calls to the U.S. when you are on a roaming network.

To activate Dial assist:

1. From the home screen, touch 📞 .
2. Touch ⋮ **> Settings > Call settings**.
3. Check **Dial assist**.

Contacts

The Contacts application lets you store and manage contacts from a variety of sources, including contacts you enter and save directly in your phone as well as contacts synchronized with your Google Account, your PC, compatible email programs (including Exchange Server), and your Facebook friends.

Add a Contact

You can add contacts from your phone's Contacts or Phone application. Enter details such as name, phone numbers, email addresses, mailing addresses, and more.

1. From the home screen, touch ⊕ **> Contacts**.
2. Touch 😊 to add a contact.
3. Use the keyboard to enter as much information as you want.
   - ▶ 🖼 : Touch the picture icon to assign a picture to the contact.
   - ▶ **Name**
   - ▶ **Phone**
   - ▶ **Email**

85

▶ **More Fields:** Touch **More Fields** to include additional information such as address, ringtone, Notes, Website, etc. If you have multiple accounts associated with your phone, touch the area above the contact name and select an account.

– Select **Google** if you want to save contacts to your Google Account; these will be synced automatically with your Google Account online.

– Select **Phone-only**, **unsynced contact** as the account if you want your contacts on your phone only; they will not be synced with your Google Account.

NOTES:

• To select a type (label) for a phone number, email address, or postal address (such as Mobile, Home, Work, etc.), touch the type below the field and select the appropriate type.

• To delete a phone number, email address, or other information, touch ✕ beside it.

4. When you have finished adding information, touch ✓ on the top right.

Contacts Screen Layout

The following illustration show's your Contacts app layout and describes the various features.
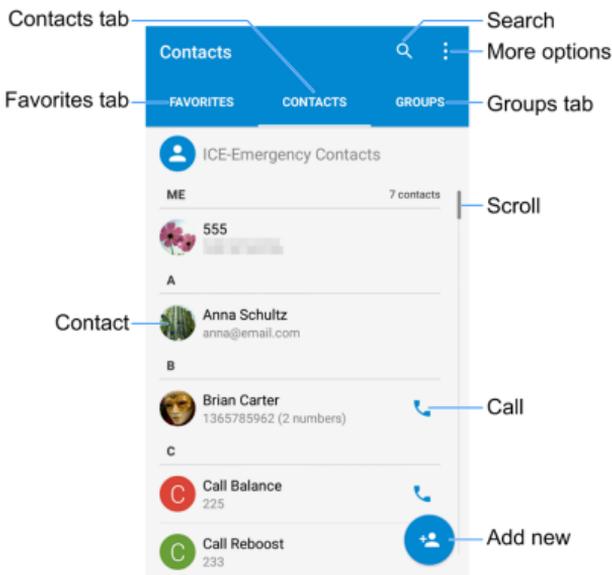
Item	Description
Groups tab	Show contact groups.
Favorites tab	Show favorite contacts.
Contacts tab	Show all contacts.
Contact	Touch to show contact's details.

Scroll	Scroll the contacts list by letter.
Call	Place a call to the contact.
Add new	Add a new contact.
Search	Search contacts.
More options	Get more contacts options.

Edit a Contact

Once you've added a contact, you can add or edit any of the information in the entry, assign a caller ID picture, customize with a unique ringtone, and more.

1. From the home screen, touch ⊕ > **Contacts**.
2. Touch a contact to view its details.
3. Touch ✎ .
4. Touch any field you want to change or add. See *Add a Contact*.
5. Add or edit the information, and then touch ✓ .

NOTE:

To select a type (label) for a phone number, email address, or postal address (such as Mobile, Home, Work, etc.), touch the type below the field.

Delete a Contact

You can delete a contact from the contacts details page.

1. From the home screen, touch ⊞ > **Contacts**.
2. Touch a contact to view its details.
3. Touch ⦂ > **Delete**.
4. Touch **OK**. The contact is deleted.

NOTE:

You can also touch and hold the contact from the contact list and then touch 🗑 > **OK**.

Share a Contact

You can quickly share contacts using Bluetooth, email, Gmail, messaging, and more.

1. From the home screen, touch ⊞ > **Contacts**.
2. Touch a contact to display it, and then touch ⦂ > **Share**.
3. In the **Share contact via** menu, select a method:
   ▶ **Messenger** to send the information in a multimedia message. Select a conversation or start a new one and touch ⟩ , enter any additional information, and then touch ➤ . For more information on messaging, see *Send a Multimedia Message (MMS)*.

- ▶ **Bluetooth** to send the information via Bluetooth. See *Bluetooth* for information on pairing and sending via Bluetooth.
- ▶ **Save to Drive** to upload the information as a vCard file to Google Drive.
- ▶ **Email/Gmail** to send the information as an attachment. Address the message, add a subject and a message, and then touch ▶ . See *Compose and Send Email* and *Create and Send a Gmail Message* for details.
- ▶ **Wi-Fi Direct** to send the information via Wi-Fi Direct. See *Wi-Fi Direct* for information on pairing and sending via Wi-Fi Direct.
4. Complete the required steps as prompted for the selected method.

Import Contacts

Your phone offers a couple of options for importing contacts from the phone's internal storage or installed microSDHC cards. This feature can be useful when you need to transfer contacts between different devices.

Before Importing Contacts

You will need to have copied previously backed up contacts information into your phone's internal storage or an installed microSDHC card before you can import contacts.

Import Contacts from Internal Storage or an microSDHC Card

1. From the home screen, touch ⊞ **> Contacts**.

2. Touch ⋮ **> Import/Export > Import from storage**.

3. Select a destination for the imported contacts.

4. Follow the onscreen instructions to complete the import.

Back Up Contacts

If you are saving contacts to an account that does not automatically back them up via the Cloud, you can manually back them up for re-import if needed.

You can back up your contacts to an installed microSDHC card or the phone storage, depending on your "Save location" setting. See *Storage Settings*.

1. From the home screen, touch ⊞ **> Contacts**.
2. Touch ⋮ **> Import/Export > Export to storage**. The phone will prompt you with the name and the directory of the vCard file.
3. Touch **OK** to confirm the export. The contacts are exported and saved to the installed microSDHC card or the phone storage.

Add a Contact to Favorites

You can add frequently-used contact entries to Favorites to keep them easy to find.

1. From the home screen, touch ⊞ **> Contacts**.
2. Touch the contact you want to add to Favorites.
3. Touch ☆ at the top of the screen.

To remove a contact from Favorites, touch the contact and then touch ★ at the top of the screen.

Messaging

With wireless service and your phone's messaging capabilities, you have the opportunity to share information through many different channels and accounts, including Gmail (Google), personal and corporate email, and text and multimedia messaging.

Text and Multimedia Messaging

With text messaging (SMS), you can send and receive instant text messages between your wireless phone and another messaging-ready phone.

Multimedia messages, or MMS, can contain text and pictures, recorded voice, audio or video files, stickers, or contact cards (vCard).

See your service plan for applicable charges for messaging.

Send a Text Message

Quickly compose and send text messages on your phone.

1. From the home screen, touch **Messenger** 💬 .

2. On the Messenger screen, touch ➕ .

3. Fill in one or more recipients. You can:

   ▸ Enter the phone number or contact name directly in the "To" field. Touch **Send to <number>** or a match from your contacts displayed below the "To" field to add the number or contact as the recipient.

NOTE:

While enter the recipient, touch ⠿ and ⌨ to switch between the numeric and the full keyboard.

   ▸ Touch a contact below the "To" field to whom you want to send the message.

NOTE:

If you add two or more recipients, the message may be sent as a group MMS where everyone can reply and see each other's messages. For group messaging setting, see *Text and MMS Options*.

4. Touch ⟩ .

5. Touch the "Type an SMS message" box and then start composing your message.

6. When done, touch ➤ to send the text message.

Send a Multimedia Message (MMS)

When you need to add a little more to a text message, you can send a multimedia message (MMS) with pictures, voice recordings, audio or video files, or contact cards (vCard).

1. From the home screen, touch 🔵 .
2. On the Messenger screen, touch ➕ .
3. Fill in one or more recipients. You can:
   ▶ Enter phone numbers, contact names, or emails directly in the "To" field. Touch **Send to <number or email address>** or a match from your contacts displayed below the "To" field to add the number or contact as the recipient.

NOTE:

While enter recipients, touch ⠿ and ⌨ to switch between the numeric and the full keyboard.

   ▶ Touch a contact below the "To" field to whom you want to send the message.

NOTE:

If you add two or more recipients, the message will be sent as a group MMS where everyone can reply and see each other's messages.

4. Touch the "Type an MMS message" box, and then start composing your message.
5. Touch ＋ . An attachment window appears at the bottom of the screen.
6. In the attachment window, select from the following file attachments:
   ▸ **Camera** 〇 **:** Take a photo or shoot a video clip to attach to your MMS. Slide the viewfinder area upwards to expand to viewfinder.
   ▸ **File** 🖼 **:** Touch 🖼 to select a picture, a video clip, an audio file, or other types of file to attach to your MMS.
   ▸ **Sticker** 😊 **:** Add stickers to your MMS. You can slide the available stickers upwards to find and download more.
   ▸ **Record audio** 🎤 **:** Touch and hold 🎤 to record an audio file to attach to your MMS.
   ▸ **Location** 📍 **:** Add your current location (requires GPS to be turned on) to your MMS.
7. Touch an attachment to view it (or play it). You can also touch ✕ to delete it.
8. Touch ➤ to send the MMS message.

Save and Resume a Draft Message

While composing a text or multimedia message, touch the **Back** key to automatically save your message as a draft.

To resume composing the message:

1. From the home screen, touch 📨 .
2. On the Messenger screen, the draft messages are marked with "Draft" below them.
3. Touch the conversation that contains the draft to resume editing it.
4. When you finish editing the message, touch ➤ .

New Messages Notification

Depending on your notification settings, the phone will play a ringtone, vibrate, or display the message briefly in the status bar when you receive a new text or multimedia message. To change the notification for new text and multimedia messages, see *Text and MMS Options* for details.

A new message icon (📧) also appears in the notifications area of the status bar to notify you of a new text or multimedia message.

To open the message, pull down the status bar to open the notification panel. Touch the new message to open and read it. For information on reading and replying to messages see *Manage Message Conversations*.

Manage Message Conversations

Text and multimedia messages that are sent to and received from a contact (or a number) are grouped into conversations or message threads in the Messenger screen. Text or MMS conversations let you see exchanged messages (similar to a chat program) with a contact on the screen.

Read a Text Message

Do one of the following:

- On the Messenger screen, touch the text message or conversation to open and read it.
- If you have a new message notification, pull down the status bar to open the notification panel. Touch the new message to open and read it.

To return to the Messenger screen from a conversation, touch the **Back** key.

NOTES:

- To view the details of a particular message, in the conversation, touch and hold the message to open the options menu, and then touch 🛈 .
- If a message contains a link to a Web page, touch the link to open it in a Web browser.
- If a message contains a phone number, touch the phone number to dial the number or add it to your contacts.

View a Multimedia Message (MMS)

1. From the home screen, touch 💬 .
2. On the Messenger screen, touch a conversation to open it.
3. Touch the attachment of a multimedia message to open it. If the attachment is a vCard contact, touch it to view the contact information and import it to your phone's contacts list.

NOTES:

- When Auto-retrieve in MMS settings is disabled, only the message header is downloaded. To download the entire message, touch the attachment icon in the message. For details, see *Text and MMS Options*.
- If you are concerned about the size of your data downloads, check the multimedia message size before you download it.

Reply to a Message

1. From the home screen, touch 💬 .
2. On the Messenger screen, touch a conversation to open it.
3. Touch the text box at the bottom of the screen, enter your reply message, and then touch ➤ .

NOTE:

To reply to a text message with a multimedia message, open the text message, touch ➕ . The text message is automatically converted into a multimedia message.

Delete Conversations

1. From the home screen, touch 💬 .
2. On the Messenger screen, touch a conversation.
3. Touch ⋮ **> Delete** and then touch **Delete** to confirm.

Delete a Single Message

1. While viewing a conversation, touch and hold the message that you want to delete.
2. Touch 🗑 on the options menu.
3. When prompted to confirm, touch **Delete**.

View Contact Information from a Message

When you have received a message from someone in your stored contacts, you can touch the contact's picture or icon in the Messenger screen to open the contact details. Depending on the stored contact information, you can place a phone call or send an email message to the contact, and more.

Archive Conversations

On the Messenger screen, swipe a conversation left or right.

– or –

While viewing a conversation, touch **⋮ > Archive**.

The conversation is archived and no longer displayed in the Messenger screen.

To view all archived conversations, on the Messenger screen, touch **⋮ > Archived**.

Text and MMS Options

The messages settings menu lets you control options for your text and MMS messages including message limits, size settings, and notifications.

1. From the home screen, touch 💬 .

2. On the Messenger screen, touch **⋮ > Settings**. You can set the following:

▶ **Default SMS app:** Select **Hangouts** or **Messenger** as the default app for SMS and MMS.

▶ **Get notifications:** Turn on this option if you want to receive a notification for outgoing and incoming messages.

▶ **Notification sound:** Select a ringtone that is specific to new text and multimedia messages. Note that the ringtone briefly plays when selected.

▶ **Hear outgoing message sounds:** Turn on this option if you want to hear the notification sound every time a message is successfully sent.

▶ **Vibrate:** Select this option if you want the phone to vibrate when a new text or multimedia message arrives.

▶ **Your current country:** Set the current country you are in or let the phone detect automatically.

▶ **Advanced:** Set the following options.

  – **Group messaging:** Automatically send messages as MMS when there are multiple recipients.

– **Auto-download MMS:** Turn on this option to automatically retrieve all your multimedia messages completely. When turned on, the multimedia message header plus the message body and attachments will automatically download to your phone. If you clear this check box, only the multimedia message header will be retrieved and shown in the conversation.
– **Auto-download MMS when roaming:** Automatically retrieve all your messages completely when roaming. This may incur significant phone charges.
– **Use simple characters:** Turn on to convert special characters in your SMS messages.
– **Get SMS delivery reports:** Turn on to get notifications when an SMS message is delivered.
– **Wireless alerts:** Check alert messages in your area. You can also change the alert settings.
– **SIM card messages:** View and manage messages saved on the nano-SIM card.
– **Phone number:** Edit your own phone number, which is needed for some messaging features.

Gmail

Use Google's Gmail service and your Google Account to send, receive, and manage your Gmail messages. Before using Gmail, you must register a Google (Gmail) Account.

Create a Google Account

If you do not already have a Google Account, you can create one online or using your phone.

- To create a Google Account online, visit google.com on a computer.
- To create a Google Account using your phone, touch 🌐 on the home screen and select **Settings > Accounts > Add account > Google > Or create a new account** and follow the prompts.

Sign In to Your Google Account

If you have a Google Account but have not yet signed in with your phone, follow these instructions to sign in to your Google Account.

1. From the home screen, touch 🌐 **> Settings > Accounts > Add account > Google**.
2. Enter your Google Account username and password, and then touch **Next**.

3. After your phone connects with the Google servers, accept the privacy policy and terms of service, and then set up billing or gift card information for purchase from Google Play Store.

4. Touch **Continue**. You are signed in to your Google Account, and your phone will synchronize the selected items.

Create and Send a Gmail Message

Use your phone to create and send Gmail messages.

1. From the home screen, touch ⊕ **> Gmail**. If prompted, touch **Take me to Gmail**.

2. In the inbox, touch 🖉 . The Gmail composition window opens.

3. Enter the message recipient(s), subject, and message, and then touch ➤ .

Gmail Composition Options

- **Adding Cc/Bcc:** In the mail composition window, touch ⌄ on the "To" line, and then add recipients.
- **Attaching Pictures or Videos:** In the mail composition window, touch ⊜ **> Attach file** or **Insert from Drive**. Locate and then touch the picture or video you want to attach.

- **Save as a Draft (Send Later):** While composing your message, touch **⋮ > Save draft**. The message is saved as a draft for later.
- **Delete Mail Being Composed:** In the mail composition window, touch **⋮ > Discard > Discard**.

NOTES:
- To view your draft email messages, in the inbox, touch ≣ **> Drafts**.
- To view your sent messages, in the inbox, touch ≣ **> Sent**.

Check Received Gmail Messages

Your phone allows you to access, read, and reply to all your Gmail messages.

Open Gmail Messages from Notifications

When new Gmail arrives, you will see [M] / [M] in the status bar.

1. Pull down the status bar to display the notification panel.
2. Touch the new message from the notification panel. The new Gmail message opens.

   If you have two or more new Gmail messages, touching the notification opens the Gmail inbox.

Open Gmail Messages from the Inbox

You can also read and reply to all your Gmail messages from the Gmail inbox.

1. From the home screen, touch ⊕ **> Gmail**. The Gmail inbox opens.
2. Touch the message thread you want to view. The message thread opens, with the newest message displayed.

Options when Reviewing Gmail Messages

• **Replying to Gmail Messages:** With the Gmail message open, touch ◄, compose your reply message, and touch ►. To reply to all, touch ⋮ **> Reply all**.

• **Forwarding Gmail Messages:** With the Gmail message open, touch ⋮ **> Forward**, enter a recipient and an additional message, and touch ►.

Email

Use the Email application to send and receive email from your webmail or other accounts, using POP3 or IMAP, or access your Exchange ActiveSync account for your corporate email needs.

Add an IMAP or POP3 Email Account

1. From the home screen, touch (apps) **> Settings > Accounts > Add account**.

2. Touch (mail) **Personal (IMAP)** or (mail) **Personal (POP3)**, depending on the type of your account.

3. Enter the **Email address** and **Password** for the email account and then touch **Next**. If prompted, confirm the type of the account you want to add.

   ▶ Touching **Next** prompts your phone to attempt a "regular" email setup and test the incoming and outgoing servers.

   ▶ If you have custom settings you need to configure, touch **Manual setup** and enter your settings. These may include mail type, user name, password, server, security type, etc.

4. Select your sync settings and then touch **Next**.

5. Enter an account name and a display name and touch **Next** to complete setup.

NOTE:

If the account type you want to set up is not in the phone database, you will be asked to enter more details. You should get all pertinent information for the email account, such as incoming and outgoing server settings, before you proceed.

Add an Exchange ActiveSync Account

If you synchronize your phone with your Exchange ActiveSync account, you can read, manage, and send email in the same easy way as with a POP3/IMAP account. However, you can also access some powerful Exchange features.

NOTE:

Before setting up a Microsoft Exchange ActiveSync Account, contact your company's Exchange Server administrator for required account settings information.

1. From the home screen, touch ⊞ **> Settings > Accounts > Add account > 📧 Exchange**.

2. Enter the **Email address** and **Password** for the email account and then touch **Next**.

   ▶ Touching **Next** prompts your phone to attempt an automatic setup and test the incoming and outgoing servers.

   ▶ If the automatic setup fails, you need to enter your settings. These may include domain\username, password, server, security type, etc.

3. Follow the onscreen prompts to configure options for the account. Then touch **Next**.

4. Enter an account name and touch **Next** to complete setup.

Compose and Send Email

Compose and send email using any account you have set up on your phone. Increase your productivity by attaching files such as pictures, videos, or documents to your email messages.

1. From the home screen, touch ⊕ **> Email**.
2. Touch ⬤ .
3. Enter the message recipient(s), subject, and message.
   ▶ You can add multiple recipients to an email message.
   ▶ To add recipients from contacts, groups, or history, touch "+", select the contact(s) you wish to include, and then touch **Select**.
   ▶ To add an attachment to the message, touch ⊜ , select an attachment type and an attachment.
4. Touch ➤ .

Open Email Messages

You can open and read email messages directly from the email inbox. Reading and replying to email on your phone is as simple as on your computer.

1. From the home screen, touch ⊕ **> Email**.
2. Touch the message you want to view.
3. Touch **Reply** ◀ or **Reply all** to reply to the message.

NOTES:

- Touch ☰ at the top left of the screen to switch to a different email account.
- You can also access new email messages from the notification panel. Pull down the status bar to display the notification panel, and then touch an email notification. The email inbox will open and display the new email message.

Options when Reviewing Email Messages

- **Resetting Mail as Unread:** Touch and hold a read message in the messages list and then touch ✉ .
- **Deleting Email:** Touch and hold a read message in the messages list and then touch 🗑 .
- **Syncing Accounts Manually:** Sync sent and received email messages manually at any time regardless of the automatic sync settings. Switch to the account you want to sync and then drag the message list downwards.
- **Replying to Email Messages:** With an email message open, touch **Reply** ◀ or **Reply all** ◀◀ , compose your reply message, and touch ➤ .
- **Forwarding Email Messages:** With the email message open, touch ➡ , enter a recipient and an additional message, and touch ➤ .

Delete an Email Account

You can delete an email account from your phone if you no longer wish to receive messages for the account on your phone.

1. From the home screen, touch ⊕ > **Email**.
2. Touch ☰ > **Settings**.
3. Touch the account you want to delete and scroll to the bottom of the menu in the new screen.
4. Touch **Remove account**.
5. Touch **OK** to confirm.

Manage Your Email Inbox

Your email inbox provides management options for viewing, sorting, and deleting your email messages.

View Your Email Inbox

1. From the home screen, touch ⊕ > **Email**.
2. Touch ☰ at the top left of the screen to select a different inbox, or touch **Combined view** to see all your email inboxes at once.

Refresh an Email Account

Whatever your automatic synchronization settings are, you can also synchronize your sent and received email messages manually at any time.

While viewing the account you want to synchronize, drag the message list downwards..

Sort Email Messages

1. On the email account inbox, touch ⁝ > **Sort**.
2. Select from the options to sort email messages by date received, subject, sender, read/unread, attachments, or priority.

Delete an Email Message

On the email account inbox, swipe the message you want to delete left or right.

Delete Multiple Email Messages

1. On the email account inbox, touch and hold the messages you want to delete.
2. Touch 🗑 .

Exchange ActiveSync Email Features

Set options for your corporate Exchange ActiveSync email messages, including synchronization options, flagging messages, out-of-office messages, and message priority.

Synchronize Exchange ActiveSync Email

You can set Exchange ActiveSync to automatically check for new Exchange ActiveSync email messages.

1. From the home screen, touch ⊕ > **Email**.
2. Touch ☰ > **Settings**.
3. Touch the name of the Exchange ActiveSync account.
4. Touch **Sync frequency** and choose the option you want.

Flag Email Messages

For an Exchange ActiveSync account, you can flag email messages to help you keep track of them.

1. From the home screen, touch ⊕ > **Email**.
2. On the inbox screen, touch the message you want to view.

NOTE:

Touch ☰ at the top left to switch to a different email account.

3. Touch ⋮ **> Toggle flag** and select a flag option (**Set flag**, **Complete flag**, or **Clear flag**).

Set Out of Office Status

You can set your Out of Office status and auto-reply message right from your phone.

1. From the home screen, touch ⊕ > **Email**.
2. Touch ☰ > **Settings** and touch the Exchange ActiveSync account name.
3. Touch **Out of Office**.
4. Check **Use out of office settings**.
5. Check **Send automatic replies during this time period** and set the time range when you will be out of the office.
6. Enter the auto-reply message for senders inside your organization. You can also choose to send a message to all senders outside your organization.
7. Touch **Save**.

Set Email Message Priority

You can set the priority for an email message you send with your Exchange ActiveSync account.

1. While composing the message, touch ⋮ > **Show priority**.
2. Touch the default priority and change the priority for the message. You can select **High**, **Normal**, or **Low**.

Apps and Entertainment

All your phone's features are accessible through the Apps list.

Google Play Store

Google Play™ is the place to go to find new Android apps, books, movies, and music for your phone. Choose from a wide variety of free and paid content ranging from productivity apps and games to bestselling books and blockbuster movies and music. When you find what you want, you can easily download and install it on your phone.

To access the Google Play Store app, you must first connect to the Internet using your phone's Wi-Fi or mobile data connection and *sign in to your Google Account*. See Sign In to Your Google Account for details.

NOTE:
Our policies often do not apply to third-party applications. Third-party applications may access your personal information or require us to disclose your customer information to the third-party application provider. To find out how a third-party

application will collect, access, use, or disclose your personal information, check the application provider's policies, which can usually be found on their website. If you aren't comfortable with the third-party application's policies, don't use the application.

Find and Install an App

When you install apps from Google Play app and use them on your phone, they may require access to your personal information (such as your location, contact data, and more) or access to certain functions or settings of your phone. Download and install only apps that you trust.

1. From the home screen, touch ⊞ > **Play Store**.
2. Browse through the categories (**Apps & Games** or **Entertainment**), find an item you're interested in, and touch the name.
   - ▶ Browse through featured apps. Scroll through the list of featured apps when you open Google Play.
   - ▶ Search for an app. Tap the search field at the top of the Google Play home screen, enter the name or type of app you're looking for, and then tap the search key on the keyboard.
3. Touch an app to read a description about the app and user reviews.

4. Touch **Install** (for free applications) or the price (for paid applications).

NOTE:

If you have not already done so, you will need to set up a payment method to purchase paid apps from Google Play.

5. The subsequent screen notifies you whether the app will require access to your personal information or access to certain functions or settings of your phone. If you agree to the conditions, touch **Continue** (for free apps) or **Continue** and then **Buy** (for paid apps) to begin downloading and installing the app.

WARNING!

Read the notification carefully! Be especially cautious with applications that have access to many functions or a significant amount of your data. Once you tap **Continue** on this screen, you are responsible for the results of using this item on your phone.

Request a Refund for a Paid App

If you are not satisfied with an app, you can ask for a refund within 15 minutes of the purchase. Your credit card is not charged and the app is uninstalled from your phone.

If you change your mind, you can install the app again, but you can't request a refund a second time.

1. From the home screen, touch ⊕ > **Play Store**.
2. Touch ≡ > **My apps & games**.
3. Touch the app to uninstall for a refund. The details screen for the app opens.
4. Touch **Refund**, and then touch **Yes** to confirm. Your app is uninstalled and the charge is cancelled.

Update an App

Depending on your settings, many apps will update automatically, or you can update apps directly from the Play Store app.

Update an App Directly

1. From the home screen, touch ⊕ > **Play Store**.
2. Touch ≡ > **My apps & games**.
3. Touch the app you want to update, and then touch **Update**. The app update is downloaded and installed.

NOTE:

You can also touch **Update all** in My apps to install available updates for all your apps.

Set Automatic App Updates

1. From the home screen, touch ⊕ > **Play Store**.
2. Touch ≡ > **My apps & games**.

3. Touch the app you want to set for auto-update, and then touch ⋮ > **Auto-update**.

The app is set to update automatically whenever an update becomes available.

NOTE:

Automatic updates are unavailable for some apps.

Uninstall an App

You can uninstall any app that you have downloaded and installed from Google Play.

1. From the home screen, touch ⊞ > **Play Store**.

2. Touch ☰ > **My apps & games**.

3. On the Installed screen, touch the app you want to uninstall, and then touch **Uninstall > OK**.

Get Help with Google Play

The Google Play store app offers an online help option if you have questions or want to know more about the app.

Touch ☰ > **Help**. The web browser will take you to the Google Play Help page, where you will find comprehensive, categorized information about Google Play.

Google Maps

Use the Google Maps app to determine your location, find directions, browse local businesses and attractions, rate and review places, and more.

Enable Location Services on Your Phone

Before using any location-based services, you must enable your phone's location feature. For information about setting your phone's location options, see *Location Settings*.

View Maps of Specified Places

1. From the home screen, touch ⬤ > **Maps**.
2. Touch the search box at the top.
3. Enter an address, city, facility name, etc., and then touch a candidate in the results list.

The information card for the specific location opens. You can find out its address, open hours, street view, people's review, how to get there, give the place a call, save it to your Google Account, and more.

Google Maps Operations

- **Viewing Current Location:** From the Maps app, touch ◉.
- **Obtain Useful Area Information for Current Location:** From the Maps app, touch ☰ . When your location is found, touch ✿ at the bottom of the screen and, in the new screen, select a type of business or attraction to browse related locations. You can then touch a location to view detailed information and find out how to get there.
- **View Traffic Information, Aerial Photos, Etc., in Maps:** From the Maps app, touch ☰ and then touch **Traffic**, **Satellite**, **Google Earth**, etc.
- **Check Route to Destination:** From the Maps app, touch ◈ , select a method of transport (car, public transit, or on foot), and then enter your current location and your destination.
- **Check Detailed Operation for Maps:** From the Maps app, touch ☰ > **Help**.

Music

Your phone lets you discover, download, and listen to your favorite music through a variety of applications.

Music Player

Your phone's built-in music player app lets you listen to and organize music files you have loaded into your phone's memory or microSDHC card.

NOTE:
For information about loading music onto your phone, see *Transfer Files Between Your Phone and a Computer*.

Listen to Music Using the Music Player

1. From the home screen, touch 😀 > **Music** to open the music library. Your music files are cataloged, according to the information stored in the files.
2. Touch **All songs**, **Playlists**, **Favorites**, **Artists**, **Albums**, or **Folders** to browse your music. You can also touch a song in the **Recently played** list to select songs you recently played.
3. Touch a song to start playing in the music player.

NOTE:
Adjust the volume with the **Volume keys**.

The Playback Screen

When you touch a song in the music library, the music player immediately starts to play it and its name and the player controls are displayed at the bottom of the screen. Touch the area to open the playback screen, where you can have more control over the player.

Track title
Back to library
Options
Current playlist
Album cover (swipe horizontally to change songs)
Track information
Add to favorites

0:18   1:16

Shuffle
Repeat

Playback control
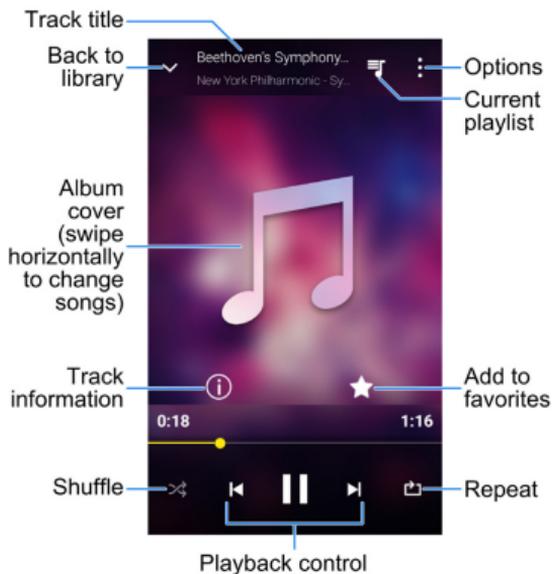
- **Track title:** Display track name, artist, and album information.
- **Back to library:** Return to the music library.
- **Album cover:** Display the cover art of the album when it is available. Swipe horizontally to switch to the next or previous song.
- **Track information:** Display the detailed information of the song and the file.
- **Shuffle:** Turn on or off shuffle.
- **Playback control:** Skip songs or pause and resume playback. Drag the progress bar to jump to any part of the track.
- **Repeat:** Toggle repeat mode (no repeat, repeat the current track, or repeat the current playlist).
- **Add to favorites:** Add the track to the Favorites playlist. Touch again to remove the track from the list.
- **Current playlist:** Touch to view the current playlist.
- **Options:** Access additional options.

Create a Playlist

Music playlists help you organize your music files.

1. From the home screen, touch 😀 > **Music** to open the music library.
2. Find the music file you want to put in a playlist. Touch 🔧 next to the song to open a list of options.
3. Touch **Add to playlist** > **New playlist +**.
4. Enter the playlist name and touch **Save**.

Manage Playlists

You can rename or delete the playlists.

1. From the home screen, touch 😀 > **Music** to open the music library.
2. Touch **Playlists** to view all music playlists.
3. Touch 🔧 next to the playlist you want to manipulate to open the options menu.
4. Touch **Rename** or **Delete**.

Manage Songs in a Playlist

You can add more songs to a playlist or remove some tracks from a playlist.

1. From the home screen, touch 😀 > **Music** to open the music library.

2. Touch **Playlists** to view all music playlists.
3. Touch a playlist to open its content.
4. Touch ⋮ > **Add songs** and select the music you want to add

   before touching ＋ .

   – or –

   Touch ⋮ next to the song you want to remove and select

   Remove.

Set a Song as Ringtone

You can set a song or audio file as your default phone ringtone
or notification ringtone. This will not change the ringtones you
have assigned individually to specific contacts.

1. From the home screen, touch ⊞ > **Music** to open the
   music library.
2. Find the music file you want to use as the default ringtone.
   Touch ⋮ next to the song to open a list of options.
3. Touch **Set as ringtone**.
4. Touch **Phone Ringtone** or **Notification Ringtone**.

NOTE:

You can also set a song as the default ringtone in the playback
screen. Just touch ⋮ **> Set as ringtone > Phone Ringtone or
Notification Ringtone**.

Google Play Music App

The Google Play Music app lets you browse, shop, and play back songs purchased from Google Play as well as songs you have loaded from your own music library. The music you choose is automatically stored in your Google Play Music library and instantly ready to play via streaming or download. For more information about Google Play Music, visit play.google.com/about/music.

Play Music with Google Play

1. From the home screen, touch ⊞ > **Play Music**.
2. Touch a recommendation in the Listen Now screen, or touch ☰ > **Music library** to view all the music or playlists. To change views of your library, swipe left or right.
3. Flick the screen left or right to select a library category such as Artists or Albums.
4. Touch an item from the category and then touch a song. The song begins playing. The song title and player control appears at the bottom of the screen. You can touch it or drag it up to display the player screen.

Google Play Music Screen Layout

The following diagram outlines the main features of the Play Music app player screen.

Song and artist — :thoven's Symphony No — New York Philharmonic — Options

Current playlist

Album image

Play/Pause

Repeat — Shuffle

Progress bar

Thumbs-up — Thumbs-down

Previous song — Next song

0:14 — 1:16
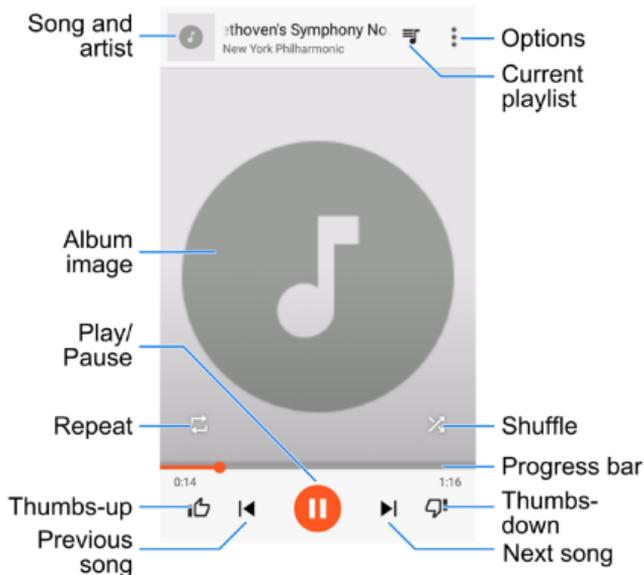
- **Song and artist:** Shows the names of the song and the artist. Touch the area to close the player screen and return to the music library.
- **Album image:** Displays the album artwork (if available). Swipe left or right to switch to the next or previous song in the current playlist.
- **Play/pause:** Touch to resume or pause the player.

- **Repeat:** Touch to switch repeat modes. You can repeat the current song, the current playlist, or turn off repeat.
- **Thumbs-up:** Rate the song by giving it a thumbs-up.
- **Previous song:** Touch to restart the current song; touch twice to switch to the previous song in the playlist.
- **Next song:** Touch to switch to the next song in the playlist.
- **Thumbs-down:** Rate the song by giving it a thumbs-down.
- **Progress bar:** Shows the progress of the current song. Drag or touch it to jump to any part of song.
- **Shuffle:** Touch to turn on or off shuffle.
- **Current playlist:** Touch to display the current music list (queue).
- **Options:** Touch to access more player options.

Create Playlists in Google Play Music

Organize music into playlists to fit every occasion.

1. From the home screen, touch (:::) > **Play Music**.
2. Touch ☰ > **My library** to view all the music files and playlists.
3. Touch ⋮ next to a song and select **Add to playlist** > **New playlist**.
4. Edit the playlist name and description and touch **Create playlist**.

5. Touch the **Back** key to return to the library view and select another song or album.

6. Touch next to an item and select **Add to playlist** > **<playlist name>**. The song or album is added to the playlist. Repeat to add more items to the playlist.

Adding Currently Playing Music to a Playlist

From the player view, touch > **Add to playlist** > **<playlist name>**.

YouTube

View videos uploaded to YouTube and upload your own videos to your YouTube account.

View YouTube Videos

You can use the YouTube app to view videos on YouTube even if you aren't signed in to a YouTube account.

1. From the home screen, touch > **YouTube**. If you're prompted to provide confirmation to use the site, follow the onscreen instructions to continue.

2. Search through the YouTube channels and touch a video you want to see.

Post a Video to YouTube

You can post videos to your YouTube account from your phone. Before posting, you must set up a YouTube account and sign in to it on your phone.

1. From the home screen, touch 😀 > **YouTube**.

2. Touch 👤 > 🔼 . The Open from menu appears.

3. Select a video to upload. Enter a title, description, and tags, and select a privacy setting.

4. Touch ➤ . The video is uploaded to your YouTube channel.

Web and Data

Your phone's data capabilities let you wirelessly access the Internet or your corporate network through a variety of connections, including Wi-Fi, mobile data, and Virtual Private Networks (VPN).

Wi-Fi

Wi-Fi provides wireless Internet access over distances of up to 300 feet. To use your phone's Wi-Fi, you need access to a wireless access point or "hotspot."

The availability and range of the Wi-Fi signal depends on a number of factors, including infrastructure and other objects through which the signal passes.

Turn Wi-Fi On and Connect to a Wireless Network

Use the Wireless & networks setting menu to enable your phone's Wi-Fi radio and connect to an available Wi-Fi network.

1. From the home screen, touch 🌐 > **Settings** > **Wi-Fi**.
2. Touch the Wi-Fi slider to turn Wi-Fi on. The phone will scan for available wireless networks and the network names and security settings of detected Wi-Fi networks are displayed.
3. Touch a Wi-Fi network to connect, enter the password (if it's not an open network), and then touch **Connect**.

Your phone is connected to the Wi-Fi network. You will see
(▼) in the status bar.

NOTES:

- The next time your phone connects to a previously accessed secured wireless network, you will not be prompted to enter the password again, unless you reset your phone to its factory default settings or you instruct the phone to forget the network.
- Wi-Fi networks are self-discoverable, which means no additional steps are required for your phone to connect to a Wi-Fi network. It may be necessary to provide a user name and password for certain closed wireless networks.

Wi-Fi Settings

Use the Wi-Fi settings menu to manually set your Wi-Fi connection options.

1. From the home screen, touch 📱 > **Settings** > **Wi-Fi**.
2. Touch the Wi-Fi slider to turn Wi-Fi on.
3. Touch ⋮ > **Advanced**. The advanced Wi-Fi settings menu appears.
4. Configure your Wi-Fi settings.

Disconnect Wi-Fi

You may wish to disconnect from a connected Wi-Fi network without turning Wi-Fi off.

1. From the home screen, touch ⊕ > **Settings** > **Wi-Fi**.
2. Touch the name of the connected access point and then touch **Forget**.

After disconnecting from an access point, you may need to re-enter the password to reconnect.

Wi-Fi Direct

Use Wi-Fi Direct to connect directly to other Wi-Fi Direct devices simply via Wi-Fi, without an access point or via the Internet.

1. From the home screen, touch ⊕ > **Settings** > **Wi-Fi**.
2. Touch the Wi-Fi slider to turn Wi-Fi on.
3. Touch ⋮ > **Advanced** > **Wi-Fi Direct**.
4. Touch a device with which to connect below **Peer devices**.
5. Accept the connection on the other device. The phone is connected via Wi-Fi Direct.
   ▶ If a connection is not accepted after a certain period, the connection request is canceled.
   ▶ To stop a connection, touch the connected device name and touch **OK**.

Browser

Your phone's web browser gives you full access to both mobile and traditional websites on the go, using 3G, 4G, or Wi-Fi data connections.

Use the Browser

Launching the browser is as easy as tapping an icon.

1. From the home screen, touch (⋯) > **Browser**.

   You can also launch the browser by touching a URL in a text message, email message, or Gmail message.

2. Touch the address/search field at the top and enter search words or a Web address (URL). The search results appear or a Web page opens.

Browser Use Options

- **Refreshing the Web Page:** With the page displayed, touch ⋮ > **Refresh**.
- **Going Forward to the Next Page:** Touch ⋮ > **Forward**.
- **Returning to the Last Page:** Touch the **Back** key.
- **Returning to the Home Page:** Touch ⋮ > **Homepage**.
- **Sharing the Web Page URL:** Touch ⋮ > **Share** and select an app or service for sharing.

- **Searching within a Web Page:** With a Web page displayed, touch ⋮ > **More** > **Find in page**, and enter your search text.

NOTE:

To change the phone's default launch page, touch ⋮ > **Settings > Basic** tab > **Set homepage**, enter the URL, and touch **OK**.

Add a Bookmark

Bookmark favorite sites using the browser menu options.

1. From the home screen, touch ⊕ > **Browser**.
2. Navigate to the Web page you want to bookmark, and touch ⋮ > **Add to bookmark**.
3. Check or change the bookmark title, URL, folder, and then touch **Save bookmark**.

Bookmark Options

- **Editing Bookmarks:** From the browser, touch ⋮ > **Bookmarks**, touch ⋮ next to the bookmark and select **Edit**, edit the bookmark, and then touch **Save bookmark**.
- **Deleting Bookmarks:** From the browser, touch ⋮ > **Bookmarks**, touch ⋮ next to the bookmark and select **Delete**.

- **Create Bookmark Folders:** From the browser, touch ⋮ >
  Bookmarks, touch ＋ , enter the folder name and touch
  Save.

View Browser History

Use the browser menu options to view your browsing history.

1. From the home screen, touch ⊕ > **Browser**.
2. Touch ⋮ > **History**. The history window opens.
3. Touch an entry to reopen the Web page.

Open New Browser Tabs

Use tabbed browsing to switch between websites quickly and
easily.

1. From the home screen, touch ⊕ > **Browser**.
2. Touch ⋮ > **New window**. A new tab appears and the
   homepage starts to load.

   To switch tabs, touch ④ on the right of the address field.

   The number in the icon changes dynamically as the number
   of opened tabs changes.

Browser Settings

Customize your experience with the Internet through the browser settings menu.

1. From the home screen, touch ⊞ > **Browser**.

2. Touch ⋮ > **Settings**, and customize your browser settings.

Chrome Browser

In addition to the default "Browser" Web browser, your phone supports the Chrome mobile Web browser. If you are signed in with a Google Account, the Chrome browser will import all your bookmarks and other Web preferences for use on your phone.

1. From the home screen, touch 🔵 .

2. Touch the address bar at the top and enter search words (for a Google search) or a Web address (URL). The search results appear or a Web page opens.

Chrome Support

To find on-phone help with Chrome, from Chrome, touch ⋮ > **Help & feedback**. A Web page will open displaying Google help for Chrome.

NOTE:

For more information, from your computer, visit: google.com/intl/en/chrome/browser/mobile/.

Virtual Private Networks (VPN)

From your phone, you can add, set up, and manage virtual private networks (VPNs), which allow you to connect and access resources inside a secured local network, such as your corporate network.

Prepare Your Phone for VPN Connection

Depending on the type of VPN you are using at work, you may be required to enter your login credentials or install security certificates before you can connect to your company's local network. You can get this information from your network administrator.

Before you can initiate a VPN connection, your phone must first establish a Wi-Fi or data connection.

Set Up Secure Credential Storage

If your network administrator instructs you to download and install security certificates, you must first set up the phone's secure credential storage.

1. From the home screen, touch 😑 **> Settings > Security > Install from SD card**.

2. Select the certificate file you need to install. Only certificates that you have not installed are displayed.

3. If prompted, enter the certificate password and touch **OK**.
4. Enter a name for the certificate and touch **OK**.

NOTE:

If you have not set a PIN or password for your phone, you are prompted to set one up.

Add a VPN Connection

Use the VPN settings menu to add a VPN connection to your phone.

1. From the home screen, touch 	 **> Settings > More > VPN**.
2. Touch ＋ and enter the information for the VPN you want to add.
   ▶ Information may include Name, Type, Server address, PPP encryption (MPPE), and advanced options.
   ▶ Set up all options according to the security details you have obtained from your network administrator.
3. Touch **Save**.

Your VPN is added to the VPN settings window.

Connect to or Disconnect from a VPN

Once you have set up a VPN connection, connecting and disconnecting from the VPN is easy.

Connect to a VPN

1. From the home screen, touch (⚏) **> Settings > More > VPN**.
2. Touch the VPN that you want to connect to.
3. When prompted, enter your login credentials, and then touch **Connect**. When you are connected, a VPN connected icon appears in the status bar.
4. Open the web browser to access resources such as intranet sites on your corporate network.

Disconnect from a VPN

1. Slide the status bar down to open the notifications panel.
2. Touch the VPN connection to return to the VPN settings screen, and then touch the VPN connection to disconnect from it.

When your phone has disconnected from the VPN, you will see a VPN disconnected icon in the notification area of the status bar.

Camera and Video

You can use the camera or camcorder to take and share pictures and videos. Your phone comes with a 5-megapixel camera with autofocus and a front-facing camera that let you capture sharp pictures and videos.

Camera Overview

The camera's viewfinder screen lets you view your subject and access camera controls and options.

Switch view mode
Self-timer
Flash
Settings

Switch camera mode
Capture video
Capture picture
Captured picture/video

- **Switch view mode:** Switch between the back camera lens and the front-facing camera lens (for self-portraits, video chatting, etc.).
- **Self-timer:** Set a time delay before the camera takes a picture after you touch the shutter icon, or turns off this feature.
- **Flash:** Select a flash mode for the camera.
- **Settings:** Change camera and camcorder settings. See *Set Camera Functions*.
- **Captured picture/video:** View pictures and videos you have captured.
- **Capture picture:** Touch the icon to take a picture.
- **Capture video:** Touch the icon to start capturing a video.
- **Switch camera mode:** Select a camera mode when using the back camera. In addition to the default AUTO mode, you can touch **Manual** to adjust some advanced professional options, or touch **FUN** to use multi-exposure, filter effects, HDR, smile detection, macro subjects, or interval photo capture modes.

Take Pictures and Record Videos

Take a Picture
NOTE:
If you have a microSDHC card installed as portable storage, pictures and videos are stored to the card by default. If no card is installed, pictures and videos are saved to your phone's memory. To change this setting, touch 🔘 **> Settings > Storage > Save location**.

1. From the home screen, touch 🌐 .
2. Before taking the picture, you can zoom in on your subject with two fingers or the **Volume** keys.
3. Frame your subject on the screen and configure other necessary settings.
4. You can either let the camera autofocus on the center of the screen, or you can touch another area of the screen that you want to focus on.
5. Touch 📷 to take the picture.

The shutter clicks and the picture is captured and saved to your phone or microSDHC card. Touch the thumbnail at the corner of the screen and choose what you want to do with the picture you've just taken.

Record Videos

1. From the home screen, touch .
2. Frame your subject on the screen. You can touch any area of the viewfinder screen that you want the camera to focus on before and during recording.
3. Touch to start recording video. The recording duration appears.

   During recording, you can pinch or spread on the screen or press the **Volume** keys to zoom in or out. You can also touch to take a picture.
4. Touch to pause recording. Touch to continue recording.
5. Touch to stop recording.

Camera Settings

You can adjust your camera's settings using the icons on the main camera screen and the full camera settings menu.

Switch Cameras Modes

Your phone lets you use different types of camera modes depending on your subject and environment.

1. From the home screen, touch 🌐 .

2. Switch to the back camera lens, touch **Manual** to switch to professional mode where you can configure some advanced professional options, or tap **Fun** and select a mode.

Set Camera Functions

You can configure your camera's settings to fit any situation and event.

1. From the home screen, touch 🌐 .

2. Touch 🔘 . The camera settings menu opens.

3. Select your desired settings. Settable items differ depending on the camera type in use.

View Pictures and Videos Using Gallery

Using the Gallery application, you can view pictures and watch videos that you've taken with your phone's camera, downloaded, or copied onto your storage card or phone memory.

For pictures that are on your storage card or phone memory, you can do basic editing such as rotating and cropping. You can also easily assign a picture as your contact picture or wallpaper and share pictures with your friends.

View Pictures and Videos

You can access and view all your stored pictures and videos from your phone's Gallery.

1. From the home screen, touch ⊕ > **Gallery**.
2. Touch an album (such as Camera). The list of pictures and videos for the album opens. To open another album, touch the **Back** key to return to the Albums view.
3. Touch an image to view the picture or video. The picture or the video snapshot opens and displays in full screen. Touch ▶ to play the video.

   When viewing pictures and videos in full screen, you can touch the screen to display a series of options and choose what to do with the picture or video.

Review Screen

After capturing a picture or video, from the camera screen, touch the thumbnail image at the corner of the screen to see the item in the review screen. From there, you can access options such as share, edit/trim, or delete the picture or video.

Options while Viewing

- **Zoom In or Out on a Picture or Video:** Touch the screen twice or pinch the screen to zoom in or out on a picture or video.

148

- **Viewing Videos:** Use the onscreen controls to play, pause, fast forward, or rewind the video playback. If you use the Video Player app, more options are available, including screenshot, video ratio, picture-in-picture, and more.

After selecting an album from the Albums screen, you can browse through the thumbnails of pictures and videos of that album. Touch a thumbnail to view the picture or video in full screen. Touch ▶ to play the video. By default, the thumbnails in an album are displayed in grid view.

NOTE:

When viewing the content of an album, you can touch and hold on a thumbnail to open a selection menu and choose what to do with the picture or video.

Edit Pictures

When you're browsing pictures in the Gallery application, you can tap a picture to display options and choose to edit the picture, rotate it, and more.

Rotate and Save a Picture

1. From the home screen, touch 🎴 > **Gallery**.
2. Touch an album (such as Camera). The list of pictures and videos for the album opens.
3. Touch the picture you want to rotate.

4. Touch ⋮ and then select either **Rotate left** or **Rotate right**. The picture is rotated and the file is updated.

Retouch a Picture

1. From the home screen, touch ⊞ > **Gallery**.
2. Touch an album (such as Camera). The list of pictures and videos for the album opens.
3. Touch the picture you want to edit.
4. Touch ✎ and choose **Photo Editor**.
5. Touch an edit option along the bottom of the screen and edit the picture.

6. Touch ✓ to keep the change or ✗ to cancel it.

7. Touch 🔲 to save the new picture.

NOTE:

Touch ⟲ in the Photo Editor screen to see the edits you have made and undo or redo them.

The new picture is saved as a new file in the same album as the original picture. The original picture remains unedited.

Share Pictures and Videos

The Gallery application lets you send pictures and videos using email or multimedia messages. You can share pictures on your social networks (such as Facebook, Google+, and Twitter) and share videos on YouTube. You can also send them to another phone, your computer, or your Google Account using Bluetooth, Wi-Fi Direct, Photos, or Drive.

Send Pictures or Videos by Email

You can send several pictures, videos, or both in an email or Gmail message. They are added as file attachments in your email. For more information about using email and Gmail, see *Compose and Send Email* or *Create and Send a Gmail Message*.

1. From the home screen, touch ⊞ > **Gallery**.
2. Touch an album (such as Camera). The list of pictures and videos for the album opens.
3. Touch and hold a thumbnail of the picture or video you want to share. To select multiple items, touch all the items you want to include.
4. Touch ⋖ and then on the Share menu, touch **Email** or **Gmail**.
5. Follow onscreen prompts to complete and send the message.

NOTE:
If you have multiple email accounts, the default email account will be used. To change the account, touch the sender address displayed above the recipients line and select the desired email account.

Send a Picture or Video by Multimedia Message
Multimedia Messaging (MMS) lets you send pictures and videos using your phone's messaging app. Although you can send several pictures or videos in a multimedia message, it may be better to just send one at a time, especially if the files are large in size.

1. From the home screen, touch ⊞ > **Gallery**.

2. Touch an album (such as Camera). The list of pictures and videos for the album opens.

3. Touch and hold a thumbnail of the picture or video you want to share. To select multiple items, touch all the items you want to include.

4. Touch ◁ and then on the Share menu, touch **Messenger**.

5. Follow the onscreen prompts to complete and send the message.

For more information about sending multimedia messages, see *Send a Multimedia Message (MMS)*.

Send Pictures or Videos Using Bluetooth

You can select several pictures, videos, or both and send them to someone's phone or your computer using Bluetooth.

1. From the home screen, touch ⊕ > **Gallery**.

2. Touch an album (such as Camera). The list of pictures and videos for the album opens.

3. Touch and hold a thumbnail of the picture or video you want to share. To select multiple items, touch all the items you want to include.

4. Touch ◁ and then on the Share menu, touch **Bluetooth**.

5. Follow the onscreen prompts to complete and send the files.

For more information, see *Bluetooth*.

Share Pictures or Videos via Additional Apps or Social Media

From Gallery, you can share your pictures and videos from a variety of apps and social media sites, such as Facebook, Google+, Hangouts, Instagram, Flickr, and more. Available apps will vary depending on what you have installed on your phone.

1. From the home screen, touch ⊕ > **Gallery**.
2. Touch an album (such as Camera). The list of pictures and videos for the album opens.
3. Touch and hold a thumbnail of the picture or video you want to share. To select multiple items, touch all the items you want to include.
4. Touch ≤ and then on the Share menu, touch the app you want to use.
5. Follow the prompts to complete and post or share your pictures or videos.

Share Videos on YouTube

You can share your videos by uploading them to YouTube™. Before you do this, you must create a YouTube account or Google Account and sign in to that account on your phone.

1. From the home screen, touch ⦙⦙⦙ > **Gallery**.
2. Touch an album (such as Camera). The list of pictures and videos for the album opens.
3. Touch and hold a thumbnail of the video you want to share. To select multiple videos, tap all the videos you want to include.
4. Touch ⦉ and then on the Share menu, touch **YouTube**.
5. Enter the prompted information, such as description and tags, and select a privacy option.
6. Touch ➤ .

Tools and Calendar

Calendar

Use Calendar to create and manage events, meetings, and appointments. Your Calendar helps organize your time and reminds you of important events. Depending on your synchronization settings, your phone's Calendar stays in sync with your Calendar on the Web, Exchange ActiveSync calendar, Google Calendar (sign-in needed), and Outlook calendar.

Calendar Operations

- **View Today's Calendar:** From the Calendar, touch 🟧. The number in the icon changes dynamically with your current date.
- **Change Calendar View:** From the Calendar, touch the time at the top left and select **Day**, **Week**, **Month**, or **Agenda** to change the current view.
- **View Next/Previous Month (Month View):** From the Calendar, flick the screen up or down.
- **View Next/Previous Week (Week View):** From the Calendar, flick the screen left or right.

- **View Next/Previous Day (Day View):** From the Calendar, flick the screen left or right.
- **View the Next/Previous Time Period (Day/Week View):** From the Calendar, flick the screen up or down.

Add an Event to the Calendar

1. From the home screen, touch ⊞ > **Calendar**.
2. Touch ➕ to open the add event screen.
3. If you have more than one calendar, select a calendar in which to add the event:
   ▶ Select **My calendar** to create an event that will appear only on your phone.
   ▶ Select your Google Account to create a Google Calendar event. If you have several Google Calendars on the Web, select one in which to add your event.
   ▶ If you have synchronized your phone with an Exchange ActiveSync account or Outlook on your computer, you can also select these calendars.
4. Enter an event title, start date/time, end date/time, etc., and then touch **Done**.

View Calendar Events

You can display the Calendar in daily, weekly, monthly, or agenda view. To change the Calendar view, touch the time at the top left and select **Day**, **Week**, **Month**, or **Agenda**.

1. From the home screen, touch ⊞ > **Calendar**.
2. Touch an event. If you are in month view, touch a date first.

NOTE:

The color for the events indicates the type of calendar that includes the event. To find out which calendar each color represents, touch ⋮ > **Calendars to display**.

The event details appear.

- In event details, touch ✎ to edit the event.
- In event details, touch 🗑 to delete the event.
- In event details, touch 📤 to export the event as a .ics (iCalendar) file to the phone or the microSDHC card.

Sync Calendars

You can select which calendars you'd like to sync on your phone, along with what types of information you want to sync.

1. From the home screen, touch ⊞ > **Calendar**.
2. Touch ⋮ > **Calendars to display**.

3. Touch **Calendars to sync** at the bottom.
4. Select sync options by adding or removing check marks from the items.
5. Touch **OK**.

Synchronize an Exchange ActiveSync Calendar

If you have set up a Microsoft Exchange ActiveSync account on your phone, you can also synchronize Exchange ActiveSync calendar events on your phone. Calendar events on your Exchange ActiveSync will also show in Calendar if you chose to synchronize with the Exchange ActiveSync Server.

1. From the home screen, touch 🌐 **> Settings > Exchange**.
2. Touch ⋮ > **Sync now**.

NOTE:

If Microsoft Exchange ActiveSync doesn't appear under the Accounts heading in the Settings menu, you do not have an Exchange ActiveSync account configured on the phone. For information about adding an account, see *Add an Exchange ActiveSync Account*.

Clock

Your phone has a clock app that lets you set alarms, view time in time zones around the world, use a stopwatch, and set a timer.

Check the Time

You can check the time any time on your phone. The current time displays in the upper right corner of the status bar. Many widgets and lock screens also display the time and provide options for how time is displayed.

Set the Date and Time

Your phone automatically receives the current date, time and time zone from the wireless network. You can set the date by hand by overriding the default setting.

1. From the home screen, touch 🌐 **> Settings > Date & time**.
2. Touch to turn off the switch next to **Automatic date & time** and **Automatic time zone**, and then set the date, time, and time zone as desired.

Set Alarms

Set multiple alarms using your phone's Clock app.

1. From the home screen, touch 🌐 > **Clock**.

2. Touch the ⏱ tab and then touch ➕ .

3. Set the alarm options, including time, alarm days, repeat pattern, snooze, ringtone, and alarm label, and then touch **Save**.

NOTES:

- To enable or disable existing alarms directly, just touch the switch next to the alarm.
- Touch ⚙ in the alarm tab to adjust general alarm settings.

Additional Clock Features

Your phone's clock app provides additional useful features including world clock, stopwatch, and timer functions. All features are available from the clock app display.

From the home screen, touch ⊞ > **Clock**.

World Clock

The world clock lets you keep track of the current time in multiple cities around the globe.

1. From the clock app, touch 🌐 .

2. Touch ➕ and select a city. You can enter a city name in the search field at the top to find the city.

3. Repeat to add multiple cities.

Stopwatch

The stopwatch lets you time events down to the hundredth of a second.

1. From the clock app, touch ⏱ .
2. Touch ▶ to begin timing.
3. Touch ↻ to record lap time and total time.

NOTE:

The stopwatch can record 100 laps at a time.

4. Touch ⏸ to pause timing. If you want to reset the stopwatch to zero, touch ↻ .

Timer

The timer provides a countdown timer for up to 99 hours, 59 minutes, and 59 seconds.

1. From the clock app, touch ⏳ .
2. Use the keypad to set the length of the timer.
3. Touch ▶ to begin the timer.

Calculator

Your phone's convenient built-in calculator lets you perform basic mathematical equations.

1. From the home screen, touch ⦂⦂⦂ > **Calculator**.

2. Touch onscreen keys for calculations.

Sound Recorder

You can use Sound Recorder to record voice memos.
To record and play a voice message:

1. From the home screen, touch ⦂⦂⦂ > **Sound Recorder**.

2. Touch ⦿ to start recording.

NOTE:

Before recording, you can touch 🄷🄾 to turn off or on high-
quality recording.

During recording, you can touch ⏸ / ⦿ to pause or
continue the recording.

3. Touch ⏹ to stop the recording. The memo is automatically
saved.

   ▶ Touch ▷ to play the voice recording.

   ▶ Touch ✎ to edit the name of the recording.

NOTE:

To find all your voice memos, touch ▤ at the top right of the
screen.

File Manager

File Manager allows you to view and manage files stored on your phone's internal storage and your microSDHC card.

1. From the home screen, touch ⊕ > **File Manager**.
2. Find the file you need by category in the **Category** tab, or touch **Local** to browse folders and files on the phone's internal storage or the microSDHC card.

   ▶ Touch folders and files to access stored items.

   ▶ Touch and hold an item to access option icons such as Copy, Move, Share, Delete, and more.

   ▶ To copy or move an item, navigate to a new location and touch **Paste**.

   ▶ Touch ⋮ > **New folder** to create a new folder in the current directory.

Google Search

Search information saved on the phone and in phone applications as well as on the Internet.

Use Google Search

Type search terms in the Google Search bar to find information on your phone and around the globe.

1. From the home screen, touch the Google search bar or touch 🌐 > **Google**.
   - ▶ If confirmation appears, follow onscreen instructions.
   - ▶ If a description for Google Now appears, touch **Get started** and read information. Touch **Yes, I'm in** on the last page if you want to use Google Now.
2. Type your search keywords and touch the search key on the keyboard.

   To search by voice, touch 🎤 in the search bar and speak your search terms.

Google Search Operations

- **Changing Search Information:** From the home screen, touch 🌐 **> Settings > Google > Search & Now > Phone search** and select where to search.
- **Using Google Now:** Google Now automatically searches for information based on search keywords used, your current location, etc., and presents search results in the search screen. Google Now also informs users of scheduled events.

Use Google Voice Search

Use your voice to search instead of typing, with Google Voice Search.

1. From the home screen, touch 🌐 > **Voice Search**. The Voice Search window opens.
2. Speak your search terms.

Bluetooth

Bluetooth® is a short-range communications technology that allows you to connect wirelessly to a number of Bluetooth devices, such as headsets and hands-free car kits, and Bluetooth-enabled handhelds, computers, printers, and wireless phones. The Bluetooth communication range is usually approximately 30 feet.

Enable the Bluetooth Feature

Use the settings menu to enable or disable your phone's Bluetooth capabilities.

• Wireless connection to all Bluetooth® functions is not guaranteed for the phone.
• The phone may not connect properly depending on the other device.
• Noise may be experienced with wireless calls and hands-free calls depending on the conditions.

To enable Bluetooth

1. From the home screen, touch (apps) > **Settings**.
2. Touch **Bluetooth**.
3. Touch the slider to turn Bluetooth on.
   To disable Bluetooth, touch the slider again.

NOTES:

- You can also turn Bluetooth on or off with the quick settings menu in the notification panel. Pull down the status bar to display the notification panel and then tap **Bluetooth** to turn Bluetooth on or off.
- Turn off Bluetooth when not in use to conserve battery power, or in places where using a wireless phone is prohibited, such as aboard an aircraft and in hospitals.

Pair Bluetooth Devices

Search for and pair nearby Bluetooth devices. Registered Bluetooth devices can be connected simply.

Enable the Bluetooth function on the Bluetooth devices being paired beforehand.

To pair Bluetooth devices:

1. From the home screen, touch (apps) > **Settings**.
2. Touch **Bluetooth**.

3. If Bluetooth is off, touch the slider to turn Bluetooth on. Nearby devices appear in the "Available devices" list. If a target device is not detected, touch ⋮ > **Refresh** to search again.
4. Touch a device from the "Available devices" list, and follow the onscreen instructions to pair with the device. The Bluetooth device is paired to your phone.

NOTE:

Methods to accept a Bluetooth connection differ depending on the devices used.

Unpairing from a Paired Device

1. From the Bluetooth settings menu, touch ⚙ next to the paired device you wish to unpair.
2. Touch **Forget**. The device is unpaired from your phone. To make another connection with the device, you will need to pair again.

Connect to a Paired Bluetooth Device

You can listen to music over a Bluetooth stereo headset, or have hands-free conversations using a compatible Bluetooth headset or car kit. It's the same procedure to set up stereo audio and hands-free devices.

1. From the home screen, touch ⊞ > **Settings**.
2. Touch **Bluetooth**. Paired Bluetooth devices appear in the "Paired devices" list.
3. Touch a device from the "Paired devices" list. Your phone connects to the paired device.

The pairing and connection status is displayed below the device's name in the Bluetooth devices section. When the device is connected to your phone, the Bluetooth connected icon ⁎ is displayed in the status bar. Depending on the type of device you have connected, you can then start using the headset or car kit to listen to music or make and receive phone calls.

NOTE:
Due to different specifications and features of other Bluetooth-compatible devices, display and operations may be different, and functions such as transfer or exchange may not be possible with all Bluetooth-compatible devices.

Send Information Using Bluetooth

You can use Bluetooth to transfer information between your phone and another Bluetooth-enabled device such as a phone or notebook computer.

Types of Data You Can Send via Bluetooth

You can send the following types of information, depending on the device you are sending to:

- Images and videos
- Calendar events
- Contacts
- Audio files

In the instructions below, Contacts data is being used as an example.

Sending Contacts Data via Bluetooth

1. From the home screen, touch ⦿ > **Contacts**. You will see the Contacts list.
2. Touch a contact to send.
3. Touch ⦂ > **Share** > **Bluetooth**.
4. If you are prompted to turn on Bluetooth, touch **Turn on**.
5. Touch the name of the receiving device.
6. If prompted, accept the connection on the receiving device, and enter the same passcode on both your phone and the other device, or confirm the auto-generated passcode.
7. On the receiving device, accept the file.

Receive Information via Bluetooth

Your phone is capable of receiving a wide variety of file types with Bluetooth, including pictures, music tracks, and documents such as PDFs.

1. When another device attempts to send a file to your phone via Bluetooth, you will see a request to accept the file in the status bar.
2. Drag the status bar down to display the notifications panel and then touch the **Bluetooth share** notification.
3. Touch **Accept**.
   - ▶ When your phone receives a file, you will see a notification. To open the file immediately, pull down the status bar to display the notification panel, and then touch the notification.
   - ▶ When you open a received file, what happens next depends on the file type. Media files and documents are usually opened directly in a compatible application. For example, if you open a music track, it starts playing in a music app you choose. For a vCalendar file, touch **OK** and the vCalendar event is imported to your local calendar account. For a vCard contact file, all contacts in the file will be imported to your phone contacts automatically.

microSDHC Card

A microSDHC™ card is an optional accessory that allows you to store images, videos, music, documents, and voice data on your phone.

Unmount a microSDHC Card

Always unmount a microSDHC card before removing it from your phone.

1. From the home screen, touch (⋯) > **Settings**.
2. Touch **Storage**.
3. Touch ⏏ next to the name of your microSDHC card.
4. The text below your SD card name changes from its space usage to **Ejected**. The card is now unmounted.

Remove a microSDHC Card

Follow these instructions to remove a microSDHC card. Always unmount the card or power the phone off before removal.

1. Remove the battery cover.
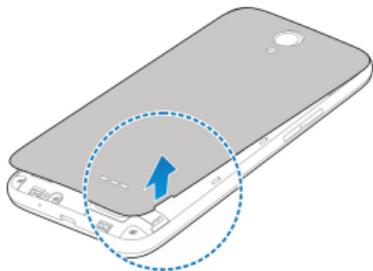
2. Gently pull the microSDHC card out from the slot.
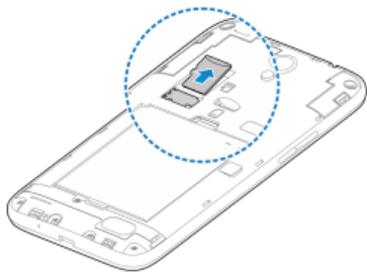
3. Replace the battery cover. Make sure all the tabs are secure and there are no gaps around the cover.

Format an microSDHC Card

When you insert an optional microSDHC card for the first time, it is recommended that you format it on your phone.

1. From the home screen, touch (::) > **Settings**.
2. Touch **Storage**.
3. Touch the microSDHC card name below **Portable storage**.
4. Touch **Format**, and then touch **Erase & format** to confirm. All data on the microSDHC card is erased, and the card is formatted for use on your phone. Touch **Done** to exit.

Use a microSDHC Card as Internal Storage

You can use an optional microSDHC card as an extension of the internal storage and save data and media files on it. This requires formatting that erases all data on the card and after that the card will only work in this phone. If you move the microSDHC card to another device, it needs to be formatted before it can be used.

CAUTION:

As part of the internal storage, the microSDHC card may have data on it that is necessary for some apps to function normally. Therefore, do not remove or replace the card randomly.

Set Up the microSDHC Card as Internal Storage
Before using the microSDHC card as internal storage, you
need to set the card up.

1. From the home screen, touch ⚬⚬⚬ > **Settings**.
2. Touch **Storage**.
3. Touch the microSDHC card name below **Portable storage**.
4. Touch **Format as internal**, and then touch **Erase & format**
   to confirm.
5. The phone will prompt you to move your photos, files and
   other data from the phone storage to the microSDHC card.
   Touch **Move now** or **Move later** and touch **Next**. Follow the
   onscreen instructions to continue.

NOTE:
If you move files and data to the microSDHC card, it will be
used to save new apps data and personal data (such as photos
and videos) and only the card is accessible from a computer. If
you choose not to move, new apps data and personal data is
saved to the phone storage and the card is not accessible from
a computer.

Move Data Between Internal Storage and the microSDHC Card

While you can choose the save location for data and files when setting up the microSDHC card as internal storage, you can also move the files and data between the card and the phone any time afterwards.

1. From the home screen, touch ⊕ > **Settings**.
2. Touch **Storage**.
3. Below **Device storage**, touch **Phone** or the microSDHC card name.
   ▸ If you want to move data and files from the phone to the microSDHC card, touch the card name.
   ▸ If you want to move data and files from the card to the phone, touch **Phone**.
4. Touch **Migrate data > Move**.
5. Existing app data and personal files are moved to the destination storage. The destination is used to save new apps data and personal data (such as photos and videos) and only the destination is accessible from a computer.

Remove the microSDHC Card as Internal Storage

While the microSDHC card is used as internal storage, you can still unmount and remove the card while the phone is on.

1. From the home screen, touch ⊞ > **Settings**.
2. Touch **Storage**.
3. Touch the microSDHC card name below **Device storage**.
4. Touch **Eject > Eject**.

NOTE:

Moved data and personal files to the phone storage as instructed above before ejecting the card. Otherwise some apps and files may not be accessible or usable until you install the card back.

5. When the screen prompts the card is safely ejected, you can now remove it from the phone.

Reformat microSDHC Card as Portable Storage

If you no longer want to use your SD card as internal storage, you can reformat the card as portable storage.

NOTE:

Move data and apps to the phone storage as instructed above before formatting the card. Otherwise some apps and files may be permanently lost.

1. From the home screen, touch ⊞ > **Settings**.
2. Touch **Storage**.
3. Touch the microSDHC card name below **Device storage**.
4. Touch **Format as portable**.

5. Touch **Format**. The microSDHC card is formatted and mounted to the phone as portable storage. Touch **Done** to finish.

Transfer Files Between Your Phone and a Computer

You can use the supplied USB cable to connect your phone directly to your computer and transfer music, pictures, and other content files.

For example, if you have a music album stored on your computer that you want to listen to on your phone with any of the music apps, just attach your phone to the computer and copy the files to the music folder.

1. Connect your phone to your computer using the supplied USB/charging cable.
   ▶ Insert the smaller end of the cable to the charging/micro-USB jack at the bottom of the phone.
   ▶ Insert the USB end of the cable into an available USB port on your computer. You may need to remove the USB cable from the charging head to access it.
2. When Ψ appears in the notifications area, drag down the status bar to display the notifications panel and tap the notification.

3. Choose one of the following options. For most transfers, you will want to use **Media device (MTP)**.

   ▶ **Charge only:** Charge your phone via the USB cable.
   ▶ **Install driver:** Install the driver needed for connecting your phone to your PC software or as a media device or camera. You only need to install the driver on the same PC once.

NOTE:

After choosing **Install driver**, a new CD-ROM will appear on your PC. To install the driver manually, run the executable file in the CD-ROM folder.

   ▶ **Media device (MTP):** Transfer files on Windows PC or Mac.
   ▶ **Camera (PTP):** Transfer picture and video files from your phone to PC.

4. On your computer, navigate to the detected device (such as through the My Computer menu) and open it.
5. If available, select a drive (either the SD card or **Phone**).
6. Select a folder (for example, **Music** for songs and albums) and copy files to it from your computer.
7. When you are done, disconnect your phone from your computer.

Settings

The following topics provide an overview of items you can change using your phone's Settings menus. The settings menu is grouped into the following categories, all of which are available through the main settings screen.

- **Wireless & networks** menu options include Wi-Fi, Bluetooth, Mobile networks, Data usage, and More.
- **Personal** menu options comprise Display, Sound & notification, Security, Navigation key, Date & time, Language & input, and Google.
- **Device** settings include Location, Storage, Battery, Apps, Memory, Users, Connect to PC, and Backup & reset.
- **Accounts** begins with Accounts. Once accounts have been added, they and their settings can be accessed as additional menu options.
- **System** menu options include Accessibility, Printing, System updates, and About phone.

Wi-Fi Settings

The Wi-Fi settings menu lets you turn Wi-Fi on or off, set up and connect to available Wi-Fi networks, and configure advanced Wi-Fi options.

To access Wi-Fi settings:

■ From the home screen, touch 🟦 > **Settings > Wi-Fi**.

For more information about Wi-Fi features and settings, see *Wi-Fi*.

Bluetooth Settings

Your phone's Bluetooth capabilities let you use wireless headsets, send and receive pictures and files, and more. For details on your phone's Bluetooth settings, see *Bluetooth*.

To access Bluetooth settings:

■ From the home screen, touch 🟦 > **Settings > Bluetooth**.

Mobile Networks Settings

The Mobile networks options let you enable your phone's mobile data access and set your preferred network mode.

Enable Data Services

1. From the home screen, touch 🟦 **> Settings > Mobile networks**.
2. Touch **Data Enabled** to enable or disable data services over the mobile network.

NOTE:
Certain data service request may require additional time to process. While your phone is loading the requested service, the touchscreen may appear unresponsive when in fact it is functioning properly. Allow your phone some time to process your data usage request.

Set Preferred Network Mode

1. From the home screen, touch 	 **> Settings > Mobile networks > Preferred network type**.
2. Select one of the following options: **Automatic**, **LTE/CDMA**, **CDMA**, or **GSM/UMTS**.

Data Usage Settings

The Data usage menu lets you view your phone's mobile and Wi-Fi data usage, set data limits, restrict app access to data, and more.

■ From the home screen, touch 	 **> Settings > Data usage**.

Data Usage Settings Operations

• **Enable Mobile Data:** In Data usage window, touch the Data Enabled slider to enable or disable the service.

- **Enable Restrictions on Mobile Data Usage:** From the Data usage window, touch **Set mobile data limit** to enable restriction and touch **OK** to confirm.
  With restriction turned on, drag the horizontal Limit slider up or down to set the data usage limit and data warning amount.
- **Set Date for Resetting Data Usage:** To set the data usage measuring cycle, from the Data usage window, touch the box above the data usage graph, touch **Change cycle**, set a reset date, and touch **Set**.
- **Check Data Usage for Each Application:** To see how your data is being used in the current time cycle, touch an app name to see its usage for the period.
- **Enable Restriction on Mobile Data in Background:** This setting stops some apps and services from working unless your phone is connected to a Wi-Fi network. From the Data usage window, touch ⋮ > **Restrict background data**. If a confirmation appears, touch **OK**.
- **View Both Mobile Data and Wi-Fi Usage:** From the Data usage window, touch ⋮ > **Show Wi-Fi**. You will see a CELLULAR tab and a WI-FI tab at the top of the Data usage window. Touch **WI-FI** to view your phone's Wi-Fi data usage.

- **Restrict Background Data Usage on Metered Wi-Fi Networks:** From the Data usage window, touch ⋮ > **Network restrictions** and touch the slider next to the metered network.

Airplane Mode

Airplane mode allows you to use many of your phone's features, such as Gallery, Camera, and Music, when you are on an airplane or in any other area where making or receiving calls or data is prohibited. When you set your phone to Airplane mode, it cannot send or receive any calls or access online information.

To quickly turn Airplane mode on or off:

- Press and hold the **Power/Lock** key, and then touch Airplane mode. While in **Airplane mode**, the status bar will display ✈.

To turn Airplane mode on or off in Settings:

1. From the home screen, touch ⊕ > **Settings**.
2. Touch **More**.
3. Touch the Airplane mode slider. While in Airplane mode, the status bar will display ✈.

184

VPN Settings

Use the VPN settings menu to set up and manage *Virtual Private Networks (VPN)*. For details on your phone's VPN settings, see Virtual Private Networks (VPN).

To access VPN settings:

■ Touch ⊞ **> Settings > More > VPN** from the home screen.

Default SMS App

Choose the preferred application for sending and receiving SMS and MMS.

1. From the home screen, touch ⊞ **> Settings > More > Default SMS app**.
2. Select an app you need.

Display Settings

Use the phone's display settings menu to adjust items such as wallpaper, brightness, screen timeout, and more.

Display Settings Overview

The display settings menu allows you to configure the following options:

Display Setting	Description
Brightness level	Set the screen brightness
Adaptive brightness	Set whether to automatically adjust the screen brightness for available light
Wallpaper	Set wallpaper
Auto-rotate screen	Set whether to allow the screen to rotate the display with the phone orientation, where applicable
Sleep	Set a screen timeout duration
Daydream	Manage the screensaver of colors or photos
Font size	Set font size for display
Pulse notification light	Set whether to flash the LED indicator to notify you of missed calls, new messages, and other events
Accelerometer Calibration	Calibrate the phone's accelerometer when you detect any error during use
Navigation key light duration	Control the back light duration of the **Home** key, the **Back** key, and the **Recent Apps** key

Access Display Settings

1. From the home screen, touch 🌐 > **Settings**.
2. Touch **Display**.
3. Set your display options.

Sound & Notification Settings

The sound & notification settings menu lets you control your phone's audio, from ringtones and alerts to tap tones and notifications.

Sound & Notification Settings Overview

The sound & notification settings menu allows you to configure the following options:

Sound Setting	Description
Volume	Set volume for media, alarms, ringtones, and notifications
Do not disturb	Set silence and interruption rules. See *Do Not Disturb Mode*
Phone ringtone	Set your phone's default ringtone
Default notification ringtone	Set the default tone for phone notifications
Vibrate pattern	Set the pattern of vibration when vibration is enabled for notifications

Other sounds	Manage system sounds including dial pad tones, screen lock sounds, charging sounds, touch sounds, vibration on touch, and emergency tone
Notification mode	Select the sound and vibration mode of notification
Silent power-on/off	Set whether to silence to power-on and power-off sounds
When device is locked	Set the appearance of notification content on the lock screen
App notifications	Set the notification appearance for each app. You can allow an app to show notification in priority mode, slide notifications on the current screen, hide sensitive content on the lock screen, or block all notifications from an app completely
Notification access	Manage the authority of individual apps to access notifications
Do not disturb access	Manage the authority of individual apps to access Do Not Disturb

Access Sound Settings

1. From the home screen, touch ⊕ > **Settings**.

2. Touch **Sound & notification**.

3. Set your sound options.

Security Settings

The Security settings menus let you set screen lock options, password visibility, administrator settings, credential storage options, and other advanced options.

Security Settings Overview

Many security settings are dependent on Screen lock settings. The following table outlines the settings available through the Security settings menu:

Security Setting	Description
Screen lock	Protect your phone with a screen lock that you must input to use the phone
Make pattern visible	Show the pattern as you draw it (this option available when a "pattern" screen lock is set)

Automatically lock (available when pattern, PIN or password is set as the screen lock.)	Set the time needed for the screen lock protection to be activated after the screen turns off
Power button instantly locks (available when pattern, PIN or password is set as the screen lock.)	Set whether to activate lock protection immediately when you press the **Power/Lock** key
Lock screen message	Set the text that you may display on the lock screen
Smart Lock	Keep the phone unlocked when connected to trusted devices, in trusted places, unlocked by trusted faces or voices, or as long as you keep holding or carrying the device

Encrypt phone	Encrypt all data on your phone. This feature is enabled by default and you can use it to further protect your phone while setting a screen lock by requiring your pattern, PIN, or password before the phone starts up. See *Screen Lock*
Make passwords visible	Toggle to show or hide passwords when entering form data
Device administrators	View or turn off device administrators
Unknown sources	Allow or deny installation of apps from sources other than the Google Play store app
Storage type	Check the credential storage type
Trusted credentials	Display trusted CA certificates
Install from SD card	Install certificates from the phone storage or an optional installed microSDHC card
Clear credentials	Clear the credential storage and delete all certificates

Trust agents	View or deactivate trust agents
Screen pinning	Keep a screen of your choice in view, so that others cannot switch to other apps and access your personal information
Apps with usage access	Turn on or off some apps' access to your phone usage information

Access Security Settings

1. From the home screen, touch ⊕ > **Settings**.
2. Touch **Security**.
3. Set your security options.

Screen Lock Settings

The screen lock settings let you set your method for unlocking your phone, customize lock screen options, and enter your owner information to be displayed on the lock screen.

Screen Lock

You can increase the security of your phone by creating a screen lock. When enabled, you have to draw the correct unlock pattern on the screen, enter the correct PIN, or enter the correct password to unlock the phone's control keys, buttons, and touchscreen.

In order from least secure to most secure, the available screen lock options are:

- None
- Long press
- Pattern
- PIN
- Password

NOTE:

To protect your phone and data from unauthorized access, it is recommended that you use the highest security level available (Password protection). It is also recommended you frequently change your password to ensure the safety of your phone and personal data.

Access Screen Lock Settings

1. From the home screen, touch ⊞ > **Settings**.
2. Touch **Security > Screen lock**.

Use Long Press to Unlock the Screen

- From the Screen lock menu, touch **Long press** to save the setting.

Use a Screen Unlock Pattern

1. From the Screen lock menu, touch **Pattern**.
2. Choose whether you want to further protect your phone with the screen lock before it starts up, and then touch **Continue**.
3. Draw the screen unlock pattern by connecting at least four dots in a vertical, horizontal, or diagonal direction. Lift your finger from the screen when finished.
4. Touch **Continue**.
5. When prompted, draw the screen unlock pattern again, and then touch **Confirm**.
6. Choose how to show notifications on the lock screen and then touch **Done**.

If you fail to draw the correct unlock pattern on the screen after five attempts, you will be prompted to wait for 30 seconds before you can try again.

NOTES:

- Turn off the **Make pattern visible** switch if you do not want the unlock pattern to display on the screen when you unlock it.
- To change your unlock screen pattern, from the home screen, touch ⊞ > **Settings** > **Security** > **Screen lock**.

Use a Screen Unlock PIN

1. From the Screen lock menu, touch **PIN**.
2. Choose whether you want to further protect your phone with the screen lock before it starts up, and then touch **Continue**.
3. Enter a PIN, touch **Continue**, re-enter your PIN, and touch **OK** to save the setting.

If you fail to enter the correct PIN after five attempts, you will be prompted to wait for 30 seconds before you can try again.

Use a Screen Unlock Password

1. From the Screen lock menu, touch **Password**.
2. Choose whether you want to further protect your phone with the screen lock before it starts up, and then touch **Continue**.
3. Enter a password, touch Continue, re-enter your password, and touch **OK** to save the setting.

If you fail to enter the correct password after five attempts, you will be prompted to wait for 30 seconds before you can try again.

Disable the Screen Lock

Follow the instructions below to turn off your current screen lock.

1. From the home screen, touch ⬣ **> Settings > Security**.

2. Touch **Screen lock**.

3. Draw your unlock screen pattern, enter your PIN, or enter your password.

4. Touch **None**.

Navigation Key Setting

The Navigation key setting menu allows you to exchange the positions of the **Back** key and the **Recent Apps** key.

To swap the positions of the two keys:

1. From the home screen, touch ⬣ **> Settings > Navigation key**.

2. Touch an option.

Date & Time Settings

Use the date & time settings menu either to automatically use the network-provided date and time or manually set these values, as well as select a time format.

Date and Time Overview

The following date and time options may be configured:

Date and Time Option	Description
Automatic date & time	Set the date and time automatically via the connected mobile network
Automatic time zone	Set the time zone automatically via the connected mobile network
Set date	Set the date manually (only available when Automatic date & time option is disabled)
Set time	Set the time manually (only available when Automatic date & time option is disabled)
Select time zone	Set the time zone manually (only available when Automatic time zone is disabled)
Use 24-hour format	Enable or disable 24-hour format

Access Date and Time Options

1. From the home screen, touch ⊕ > **Settings**.
2. Touch **Date & time**.
3. Set available date and time options.

Language & Input Settings

Your phone's language & input settings let you select a language for the phone's menus and keyboards, select and configure keyboard settings, configure speech input and output settings, and set your phone's mouse/trackpad options.

Language & Input Settings Overview

You can set the following options in the Language & input settings menu:

Language and Input Setting	Description
Language	Set the language for your keyboards and menus
Spell checker	Turn on or off the feature and configure Google Spell Checker options to check for spelling errors when entering text
Personal dictionary	Add words to a personal phone dictionary to improve word suggestion and spell check when entering text

Current Keyboard	Set the default method for entering text and enable/disable installed input methods
Google Keyboard	Set Google Keyboard options
TouchPal Keyboard	Set TouchPal keyboard options
Google voice typing	Set options for Google Voice text entry
Text-to-speech output	Set text-to-speech options
Pointer speed	Set the speed of the pointer for a mouse/trackpad

Access Language and Input Setting Options

1. From the home screen, touch ⊕ > **Settings**.
2. Touch **Language & input**.
3. Set options.

Language and Input Options

Some of the language and input options are detailed below.

• **Set the Display Language:** From the Language & input settings menu, touch **Language** and then touch a language to assign it.

- **Set Input Method:** From the Language & input setting menu, touch **Current Keyboard** and then touch an input method.
- **Enable Voice Input:** From the Language & input settings menu, touch **Current Keyboard > Choose keyboards** and toggle the **Google voice typing** option on or off.
- **Set Google Keyboard Options:** From the Language & input settings menu, touch **Google Keyboard** and configure your keyboard options.
- **Set Output for Text-to-Speech Output:** From the Language & input settings menu, touch **Text-to-speech output**, touch a settings option, and follow the onscreen instructions.
- **Set Speed of Pointer for Mouse/Trackpad:** From the Language & input settings menu, touch **Pointer speed**, drag the bar to adjust the speed, and touch **OK**.

Location Settings

Your Location settings menu lets you select how your phone determines its location (using the wireless networks, Wi-Fi, Bluetooth, or GPS satellites).

Location Settings Overview

Your Location settings menu allows you to configure the following options.

Location Setting	Description
Mode	Select a locating method: High accuracy, Battery saving, or Device only
Recent location requests	Check the applications that recently used location services
Location services	Manage installed location services such as Qualcomm® IZat™ hardware accelerated location and Google Location History

Enable Location Services

Before using any features that require location assistance, you must enable your phone's location services.

1. From the home screen, touch ⊕ > **Settings**.

2. Touch **Location**.

3. Touch the location switch to toggle Location services on or off. If you see a confirmation, follow the onscreen instructions to connect.

Access Location Settings

1. From the home screen, touch 🌐 > **Settings**.
2. Touch **Location**.
3. Configure the desired settings.

Storage Settings

The storage settings menu lets you manage internal storage on your phone and provides choices for an optional microSDHC card (not included).

Storage Settings Overview

The storage settings menu allows you to configure the following options:

Storage Setting	Description
Save location	Set the default location for new data, such as files downloaded, photos captured, and voice recorded
Device storage	View the available device storages (such as the phone storage) and manage their spaces and use
Portable storage	View the available portable storages (such as a microSDHC card) and manage their spaces and use

Access Storage Settings

1. From the home screen, touch ⊞ > **Settings**.
2. Touch **Storage**.
3. Touch an item and configure the settings you need.

Battery Settings

Monitor your phone's battery usage through this settings menu. View which functions are consuming your battery's charge and at what percentage. You can also use the Battery saver or optimize apps to improve battery life.

1. From the home screen, touch ⊞ > **Settings**.
2. Touch **Battery**.
3. Touch items to view details. Check your battery condition and access additional options.

Apps Settings

Check installed applications.

Applications Settings Overview

Touch an installed application in the Apps settings menu to see its information and access options that may include the following.

Apps Setting	Description
Force stop	Stop the application
Uninstall	Uninstall the application
Disable/Enable	Disable or enable the application
Storage	Check the storage information and clear app data or cache
Data usage	Check how much data has been used by the app during the time cycle and restrict background data for the app
Permissions	Check or change the app permissions
Notifications	Manage the app notifications in the notification panel and the lock screen. You can set the priority, sensitivity, and more
Open by default	Check the app's supported links and set whether to open the links in the app, and clear the app's defaults
Battery	Check the battery use details of the app since last full charge
Memory	Check how much memory has been used by the app

Access Applications Settings

1. From the home screen, touch ⊞ > **Settings**.
2. Touch **Apps**.
3. Touch an app to configure its options.

Memory Setting

Monitor the average memory use and performance of your phone.

To access memory setting:

1. From the home screen, touch ⊞ > **Settings**.
2. Touch **Memory**.
3. Touch the time duration to check average memory use during that time.

   To check the memory use breakdown by apps, touch **Memory used by apps**.

Users Settings

The Users settings allow you share your phone with others by creating up to three additional user accounts. Each user has their own storage space, wallpaper, screen lock and so on.

1. From the home screen, touch ⊞ > **Settings**.
2. Touch **Users**.
3. Manage your user settings as needed.

User Settings Operations

- **Set up a New User:** In the Users screen, touch **Add user > OK > Set up now** and follow the prompts on the screen.
- **Delete a User:** In the User screen, touch ⚙ next to the user and select **Remove user > Delete**.

NOTES:

- A Guest account is available by default in case anyone needs to use your phone temporarily. This user account cannot be deleted.
- When other users is finished using your phone, he or she can touch ⋮ **> Delete <user name> from this device** in the User screen to delete the account and related data from your phone.
- **Manage Users' Authority to Use Phone Call and Messaging:** In the Users screen, touch ⚙ next to the user and touch **Turn on phone calls & SMS**.
- **Switch Users:** In the Users screen, touch the user name you want to switch to.

NOTE:

You can switch users in the quick settings menu. Pull down the status bar to display the notifications panel. Then touch ✉ and touch the user icon at the top right to select users.

Connect to PC Settings

The Connect to PC settings menu lets you select the USB connection type between your phone and PC. For more information, see *Transfer Files between Your Phone and a Computer*.

Access Connect to PC Settings

1. From the home screen, touch ⊞ **> Settings > Connect to PC**.
2. Touch one USB connection type.

NOTE:
Uncheck **Don't ask me again** to be prompted to select a connection type each time you connect the phone to a PC.

Backup & Reset

Your phone's **Backup & reset** menu lets you back up your phone's data and settings to Google servers before resetting your phone to the original factory settings. The Factory data reset erases all data from the phone's application storage, including:

• Your Google Account
• All other email and social networking accounts
• System and application data and settings
• Downloaded applications

Backup and Reset Overview

The following options are available in the Back up and reset menu:

Backup and Reset Option	Description
Back up my data	Enable backup for application data, Wi-Fi passwords, and other settings to Google servers
Backup account	Select the account used to back up data
Automatic restore	When reinstalling an application, backed up settings and data will be restored
Network settings reset	Reset Wi-Fi, mobile data, and Bluetooth settings
Factory data reset	Reset all settings and delete all data on phone

- Performing a factory data reset erases all data on the phone. It is recommended that you back up important data before performing a factory data reset.
- Erased information cannot be restored. Only erase data after you are sure you have saved everything you need.

Access Backup and Reset Options

1. From the home screen, touch ⊞ > **Settings**.
2. Touch **Backup & reset**.
3. Set options.

   If you're performing a Factory data reset, follow the prompts to confirm the data removal. The phone will erase all data and reboot.

Factory Data Reset

NOTE:

Before performing a factory data reset on your phone, you may want to unmount an installed microSDHC card to avoid losing any data you may have stored on it. From the home screen, touch ⊞ > **Settings > Storage** and touch ▲ next to the name of your microSDHC card.

1. From the Backup & reset menu, touch **Factory data reset**.
2. Read the factory data reset information page and touch **Reset phone**.
3. Touch **Erase everything**. Your phone will power down and reset itself, which may take up to 10 minutes.

Accounts Settings

The Accounts settings menu lets you add and manage all your email, social networking, and picture and video sharing accounts.

Set Up a New Account

You can sign in to your existing accounts on your phone. Some types of accounts (such as Google account) also allow you to create a new account right on your phone.

1. From the home screen, touch ⊕ > **Settings**.
2. Touch **Accounts > Add account**.
3. Touch an account type and then follow the onscreen instructions to add the required account information.

Manage Existing Accounts

You can manage existing accounts on your phone by setting synchronization, notification, and other options.

1. From the home screen, touch ⊕ > **Settings**.
2. Touch an account type displayed below **Accounts**.
3. Touch an account in the category. The account settings menu appears.
4. Select your account settings.

Accessibility Settings

The accessibility menu lets you enable and manage
accessibility-related applications.

Accessibility Settings Overview

The following accessibility options may be configured:

Accessibility Option	Description
TalkBack	Set the TalkBack service to help blind or low-vision users access the phone
Switch Access	Set Switch Access to allow you to control the phone using configurable key combinations
Magnification gestures	Set whether to allow zooming in and out the screen content by triple-tapping the screen
Large text	Set whether to enlarge the text on the screen
High contrast text	Set whether to display onscreen text with higher contrast
Color inversion	Set whether to display screen content with its colors inverted

Color correction	Set whether to correct color on the screen for color-blind users
Text-to-speech output	Set text-to-speech options
Notification reminder	Set whether to remind you of notifications
Captions	Set the language, text size, and style for the captions
Audio Type	Set the type of the phone's audio output
Sound Balance	Set the sound volume balance
Physical key vibrating	Set whether to let the phone vibrate when you press the physical buttons (the **Power/Lock** key and the **Volume** keys)
Touch & hold delay	Adjust the delay required for the phone to notice your "touch & hold" gesture (for example, when you want to move an app to the home screen)

Power button ends call	When enabled, you can press the **Power/Lock** key to end phone calls without turning the screen off
Speak passwords	Get spoken feedback while typing passwords
Accessibility shortcut	When this feature is enabled, you can quickly enable accessibility features following the steps prompted on the Accessibility shortcut screen

Access Accessibility Options

1. From the home screen, touch ⊕ > **Settings**.
2. Touch **Accessibility**.
3. Set available accessibility options.

Printing

The Printing menu lets you configure Google's Cloud Print service. You can connect your printer to your Google Account and then add the printer on your phone in the Printing menu. After that, you can send documents, pictures, emails, or web pages from your phone to the printer wirelessly and have them printed out.

Connect Your Printer to Your Google Account

How you connect your printer to your Google Account depends on the type of your printer.

For traditional printers, follow the steps below.

1. Connect the printer to your computer and install necessary software so that the printer is ready for printing.
2. Open the Chrome Web browser on the computer and go to the Settings page.
3. Click **Add printers** and follow the prompts to add the printer to your Google Account. You need to sign in to your Google Account in Chrome.

For Cloud Ready Printers, you can connect it to the Internet and register it to your Google Account directly without using a computer.

Use Cloud Print on Your Phone

To use Google Cloud Print on your phone, you must sign in to your Google Account.

If you haven't added a printer on the phone or haven't turned on the Cloud Print feature, touch ⊕ **> Settings > Printing > Cloud Print** from home to enable this function or add a printer registered to your Google Account.

1. Open a file on the phone and select the option for print. For example, open an image with the Gallery app and touch ⋮ > **Print**.
2. Select a printer you have added to the phone or touch ▼ > **All printers…** to add a printer right away.
3. Configure other print job options, such as number of copies, color, and paper size.
4. Touch **Print** 🖨 to send the print job wireless to your printer through Google Servers.

NOTE:
Instead of selecting a printer, you can also choose to save the file to Google Drive or as a PDF file.

System Updates

The System updates menu lets you update your PRL (preferred roaming list), your user profile, your Android software, and your phone firmware.

1. From the home screen, touch ⊕ **> Settings > System updates**.
2. Select an option and follow the prompts to complete the updates.

About Phone

The About phone menu lets you access important phone and legal information.

About Phone Overview

The following About phone items may be reviewed or set:

About Phone Item	Description
Status	Check your phone's status • Battery status and level • Brand of the network • SIM card status (network, signal strength, mobile network type, service state, roaming, mobile network state, and phone number) • IMEI information (MIN, PRL version, ESN, MEID, IMEI, IMEI SV, IMSI, and ICCID) • IP address • Wi-Fi MAC address • Bluetooth address • Serial number • Up time

Legal information	Check open source license information, Google legal document, warranty, etc.
4G settings	Check the 4G LTE network provider and your IP address
Model number	Check the phone's model number
Android version	Check the Android version number
Android security patch level	Check the Android security patch level
Baseband version	Check the phone's baseband version
Kernel version	Check the phone's kernel version
SW Version	Check the current phone software version
HW Version	Check the current phone hardware version

Access About Phone Options

1. From the home screen, touch ⊞ > **Settings**.

2. Touch **About phone**.

3. Select or view available options.

For Assistance

The following topics address areas of support for your phone, including troubleshooting, account information, warranty information, and customer service contact information.

Troubleshooting

Check the questions and answers below for troubleshooting solutions for common phone issues.

Check Here First

Problem: Phone freezes/operation is unstable.

> **Solution:** Turn the phone on again. If you are unable to turn the phone off, remove and replace the Battery, and then turn the phone on again. Data that was being edited is erased after your phone is powered on again.

Problem: Operation is unstable after a new application was installed.

> **Solution:** The newly installed application may be the cause. Uninstall the application in Safe mode. See *Uninstall an App*. To turn the phone on in Safe mode:
>
> - Press and hold the **Power/Lock** key > touch and hold **Power off**, read the disclaimer for safe mode, and then touch **OK**.

- ► After turning the phone on in Safe mode, "Safe Mode" appears at lower left.
- ► After restarting in Safe mode, your phone can be powered on as usual.
- ► Before turning the phone on in Safe mode, it is recommended that you back up important data.
- ► By powering the phone on in Safe mode, added widgets may not be correctly displayed.

Problem: Cannot use phone, mail, or Internet.

Solution 1: Check whether you are where signal is weak or out of service area.

Solution 2: Power the phone on again.

Solution 3: Is the phone in Airplane mode? To check that Airplane mode is canceled:

- From the home screen, touch ⊞ **> Settings > More** and touch the **Airplane mode** slider.

Solution 4: Is data communication disabled? To check that data communication is enabled:

- From the home screen, touch ⊞ **> Settings > Mobile** networks and touch the **Data Enabled** slider.

Solution 5: Is a disabled access point set? To reset to initial settings:

- From the home screen, touch ⊕ **> Settings > Mobile networks > Access Point Names > ⋮ > Reset to default**.

Problem: Battery level goes down quickly.

> **Solution:** Are you where signal is weak or have been out of service area for a long period? Calling where signal is weak or being out of service area uses a lot of Battery.

Problem: Cannot install applications.

> **Solution:** Applications cannot be installed with only a little free space on the phone or microSDHC card. To check free space, see *Storage Settings*. Applications not supported by your phone cannot be installed.

Problem: Cannot unlock screen.

> **Solution:** Power the phone on again. If you are unable to turn the phone off, remove and replace the Battery, and then power the phone on again. Data that was being edited is erased after the phone is powered on again.

Specifications

The following tables list your phone's and battery's specifications.

Phone Specifications

Item	Description
Weight	Handset alone: Approx. 118 g Battery installed: Approx. 155 g
Continuous Talk Time	3G: Approx. 17 hours
Continuous Standby Time	4G: Approx. 207 hours 3G: Approx. 400 hours
Charging Time	Approx. 233 minutes
Dimensions	Approx. 145.5 x 72.0 x 10.0 mm
Maximum Output	4G: 0.031 W 3G: 0.110 W
Communication Speed	4G: Up to 150 Mbps downlink/ up to 50 Mbps uplink (theoretical speeds, actual speeds dependent on the network)

Battery Specifications

Item	Description
Voltage	3.8 V
Type	Lithium-ion
Capacity	Typical: 2115 mAh
	Rated: 2035 mAh
Dimensions (W x H x D)	Approx. 69 x 48 x 4.81 mm

Assurance Wireless Account Information and Help

Just log in at assurancewireless.com where you can find answers to your FAQs, check your account, change your settings, add money to your account, and much more.

Or give us a call at **1-888-321-5880**.

In Case Your Phone is Ever Lost or Broken

If you lose your phone, or if it is stolen, let us know right away and we'll suspend service. Once your service is suspended, no one else can use your phone. We can help you get a replacement phone (most likely at no charge). We usually can have it to you in just a few days.

If your phone breaks, it comes with a one-year warranty from the original manufacturer and you may be able to receive a free replacement.