

# Your **HTC** One XL

## User guide



# Contents

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## Unboxing

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HTC One XL	8
SIM card	9
Charging the battery	10
Switching the power on or off	10
Setting up HTC One XL for the first time	11
Want some quick guidance on using your phone?	11

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## Your first week with your new phone

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Features you'll enjoy on HTC One XL	13
Home screen	14
Touch gestures	16
Motion gestures	20
Sleep mode	22
Getting contacts into HTC One XL	24
Making your first call	24
Sending your first text message	25
Getting photos, videos, and music on or off HTC One XL	25
Copying and sharing text	26
Capturing the HTC One XL screen	27
Switching between recently opened apps	27
Can't find the Menu button?	27
Notifications	28
Getting to know your settings	29
Getting the battery to last longer	30
Updating the HTC One XL software	30
Syncing your media and data with HTC Sync Manager	31

---

## Camera

---

Camera basics	32
Taking a photo	33
Recording video	33
Taking continuous camera shots	34
Camera scenes	34
Improving portrait shots	34
Taking a group shot	35
Taking a panoramic photo	35
Using HDR	35
Shooting in low light	36
Recording videos in slow motion	36

Improving video stability	36
Changing camera and video settings	37

---

## Personalizing

---

Making HTC One XL truly yours	38
Personalizing HTC One XL with scenes	38
Changing your wallpaper	39
Applying a new skin	40
Personalizing your Home screen with widgets	40
Adding apps and other shortcuts on your Home screen	41
Rearranging or removing widgets and icons on your Home screen	42
Personalizing the launch bar	43
Grouping apps into a folder	43
Rearranging the Home screen	45
Personalizing with sound sets	46
Rearranging application tabs	47
Customizing the lock screen style	47
Securing HTC One XL with a personal touch	48

---

## Phone calls

---

Making a call with Smart dial	49
Using Speed dial	49
Calling a phone number in a text message	50
Calling a phone number in an email	50
Calling a phone number in a Calendar event	50
Making an emergency call	50
Receiving calls	51
What can I do during a call?	52
Setting up a conference call	54
Internet calls	54
Call history	55
Home dialing	56
Call services	56

---

## Messages

---

About the Messages app	57
Sending a text message (SMS)	57
Sending a multimedia message (MMS)	57
Resuming a draft message	59
Checking your messages	59
Replying to a message	60
Forwarding a message	60
WAP push messages	61
Managing message conversations	61
Backing up your text messages	62
Setting message options	63

---

## Search and Web browser

---

Searching HTC One XL and the Web	64
Browsing the Web	64
Private browsing	66

Adding and managing your bookmarks	66
Saving web content for later	67
Viewing your browsing history	68
Downloading files and apps	68
Setting browser options	69

---

## Photos, videos, and music

---

Gallery	70
Music	77
Movie Editor	81
Wireless Display	82

---

## Accounts and sync

---

Adding your social networks, email accounts, and more	84
Adding one or more Google Accounts	84
Managing your online accounts	85

---

## People

---

About the People app	86
Your contacts list	86
Setting up your profile	87
Adding a new contact	88
Importing or copying contacts	88
Merging contact information	89
Contact information and conversations	90
Contact groups	91
Adding People widgets	92
Sending contact information	93
Backing up your contacts	93

---

## Social

---

Facebook for HTC Sense	95
Twitter for HTC Sense	95
About Friend Stream	95
Updating your status in Friend Stream	96
Enjoying Facebook in Friend Stream	96
Tweeting in Friend Stream	97
Chatting in Google Talk	98
Using Google+	98

---

## Email

---

Gmail	99
Mail	100

---

## Calendar

---

About Calendar	107
Creating an event	107
Viewing the Calendar	107
Managing Calendar events	108

## Conventions used in this guide

In this user guide, we use the following symbols to indicate useful and important information:



This is a note. A note often gives additional information, such as what happens when you choose to do or not to do a certain action. A note also provides information that may only be applicable to some situations.



This is a tip. A tip gives you an alternative way to do a particular step or procedure, or lets you know of an option that you may find helpful.



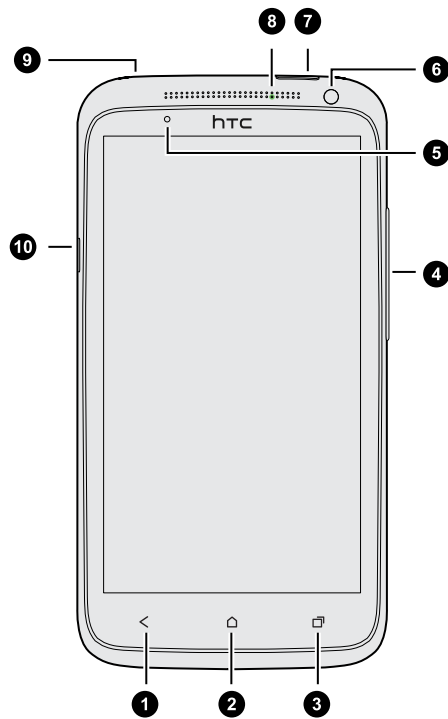
This indicates important information that you need in order to accomplish a certain task or to get a feature to work properly.



This provides safety precaution information, that is, information that you need to be careful about to prevent potential problems.

# Unboxing

## HTC One XL



1. BACK
2. HOME
3. RECENT APPS (can be configured in Settings to open the Menu)
4. VOLUME
5. Proximity sensor
6. Front camera
7. POWER
8. Notification LED
9. 3.5mm headset jack
10. USB connector



If you want to use a screen protector, please don't cover and block the proximity sensor. You can purchase the dedicated screen protector for HTC One XL that already has a small opening for the sensor.

## SIM card

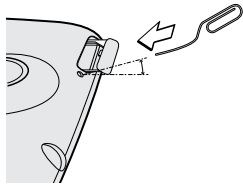
HTC One XL uses a microSIM card. The microSIM card contains your phone number, service details, and memory for storing phonebook contacts and/or text messages.

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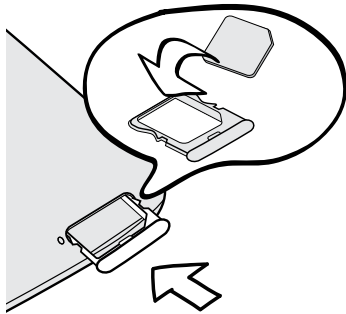
### Inserting the SIM card

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1. To eject the SIM card tray, insert a small bent paperclip or the SIM eject tool into the small hole next to the tray. You should insert it at an angle.



2. Pull the SIM card tray out, and place the SIM card into the tray.



3. Insert the SIM card tray into its slot.

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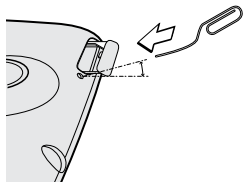
### Removing the SIM card

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Make sure to switch off HTC One XL before removing your SIM card.

1. To eject the SIM card tray, insert a small bent paperclip or the SIM eject tool into the small hole next to the tray. You should insert it at an angle.



2. Pull the SIM card tray out.
3. Take the SIM card from the SIM card tray.

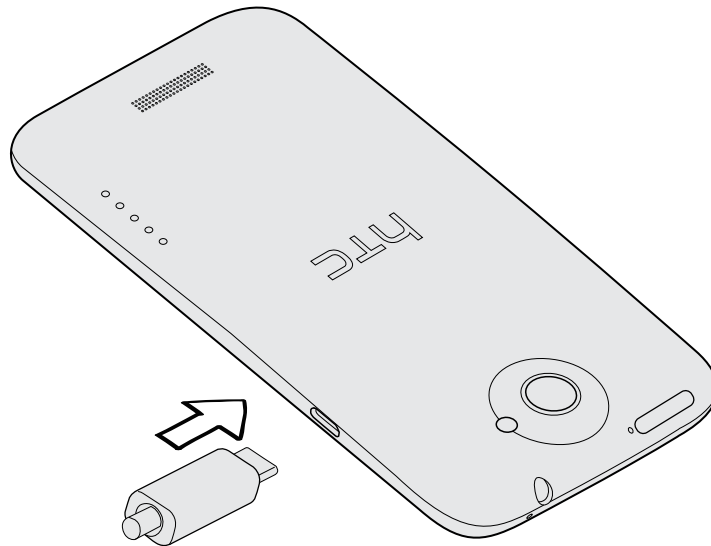
## Charging the battery

Before you turn on and start using HTC One XL, it is recommended that you charge the battery.



Only the power adapter and USB cable provided in the box must be used to charge the battery.

1. Insert the small end of the USB cable into the USB connector.



2. Insert the other end of the USB cable into the power adapter.
3. Plug in the power adapter to an electrical outlet to start charging the battery.



As a safety precaution, the battery stops charging if it overheats.

## Switching the power on or off

### Switching the power on

Press the POWER button.



When you turn on HTC One XL for the first time, you'll need to set it up.



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## Switching the power off

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1. If the display is off, press the POWER button to turn it back on, then unlock the screen.
2. Press and hold the POWER button for a few seconds.
3. Tap **Power off** on the options menu.

## Setting up HTC One XL for the first time

When you switch on HTC One XL for the first time, you'll be asked to set it up.

Just follow the onscreen instructions and you'll be up and running in no time.



Some features that need to connect to the Internet such as location-based services and auto-sync of your online accounts may incur extra data fees. Don't worry. You can enable or disable them in Settings later on.

When HTC One XL has started, you'll see Quick Tips on some screens (such as the Home screen) that will guide you in using HTC One XL. The tips for a screen won't display again after you've closed them.

To view the Quick Tips again, slide the Notifications panel open, and then tap  > **About > Help > Show all quick tips.**

## Want some quick guidance on using your phone?


Show Me helps you get the most out of HTC One XL in seconds.

- Need to know how to do something right away? Just type in some keywords and get clear, up-to-date answers right on HTC One XL.
- Ever have the feeling that you're not getting the most out of your phone? Browse through the friendly walkthroughs on Show Me to learn how. The topics range from intro to advanced and the Show Me widget even recommends topics that you might like.

To open Show Me from the Home screen, tap  > **Show Me.**

If you haven't downloaded Show Me content yet, or if there's updated content available, just tap the download link to get it.




To change the sync settings of Show Me, tap  > **Update settings.**

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## Searching Show Me

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1. In Show Me, tap , and then enter the words you want to search for.
2. Tap a search result to jump straight to that item.

# Your first week with your new phone

## Features you'll enjoy on HTC One XL

HTC One XL gives you an amazing camera, great sound experience, and more.

### Capture every moment as it happens

Launch the camera from the lock screen and take your shots instantly with no delay. Here are some of the great camera features you can use:

- With **Video Pic**, you can snap a picture while you're shooting video. See [Taking a photo while recording a video](#) on page 34.  
You can also capture a photo from a previously recorded video. See [Taking a photo while watching a video](#) on page 71.
- With a single press of the shutter button, take three shots of your subject at different exposures and combine them into a nice, evenly exposed photo. See [Using HDR](#) on page 35.
- Use **Continuous shooting** mode to capture 20 consecutive shots or more. See [Taking continuous camera shots](#) on page 34.

### Beats By Dr. Dre Audio™

Beats Audio™ integration gives you a rich, authentic sound experience, whether you're listening to music, watching a YouTube® video, or playing a game. To find out more, see [Making your music sound better](#) on page 78.

### Dropbox integration with HTC Sense

Always have access to your photos, videos, and documents anywhere by storing them in Dropbox. When you sign in to your Dropbox account from HTC One XL, you can even get an additional 23 GB of free Dropbox storage for two years. To find out how, see [Using Dropbox on HTC One XL](#) on page 111.



If the Dropbox app is not preloaded, you can download it from Google Play.

### HTC Car

With the HTC Car app, keep yourself entertained while finding your way on the road. You can use turn-by-turn navigation, browse maps, take calls, and listen to music or Internet radio. To find out more, see [HTC Car](#) on page 121.

## Rich and seamless browsing experience

Enjoy HTML5 and Flash® content on the go. And no more panning left and right. The web browser's text reflow automatically adjusts text to the width of your screen. To find out more about using the web browser, see [Browsing the Web](#) on page 64.

You can also keep a copy of what you're browsing so you can read it later even without an Internet connection. See [Saving web content for later](#) on page 67.

## Smart dial

The phone dialer's Smart dial feature makes it quick and easy for you to place a call. Just enter the phone number or first few letters of the contact name. See [Making a call with Smart dial](#) on page 49.

## Home screen

Your Home screen is where you make HTC One XL your own. You can add your favorite applications, shortcuts, folders and widgets so they're always just a tap away. To find out how, see [Personalizing](#) on page 38.


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### Extended Home screen

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As you start to do more things with HTC One XL, you might find that one Home screen is not enough. No problem.


Slide your finger horizontally to the left or right on the screen and you'll discover more space for adding icons, widgets, and more.

Press  to return to the main Home screen.

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## Using Leap view

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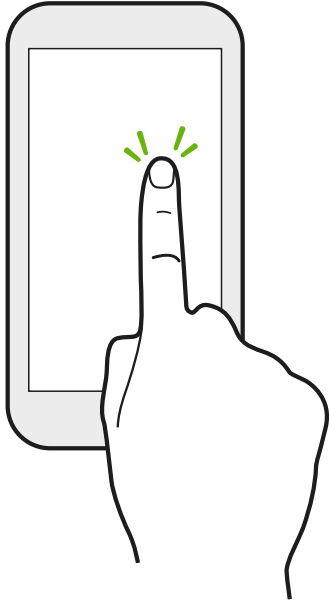
- To jump straight to the screen that you want, press  or pinch the screen to show the Leap view. It reveals all Home screens as thumbnails. Just tap the one you want and you'll leap right there.
- In Leap view, if there's space to add a new screen, you can tap **Add Panel** to do so. An empty Home screen appears and you can start customizing from there.



## Touch gestures

Use touch gestures to get around the Home screen, open apps, scroll through lists, and more.

### Tap



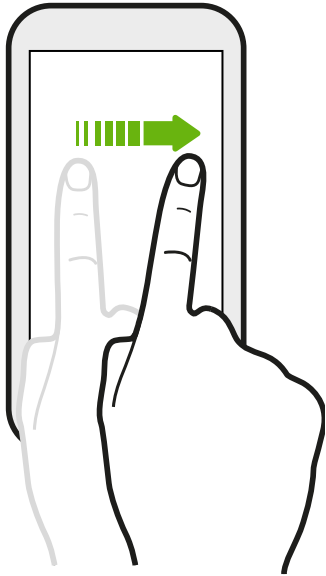
When you want to type on the keyboard, select onscreen items such as application and settings icons, or press onscreen buttons, just tap them with your finger.

### Press and hold



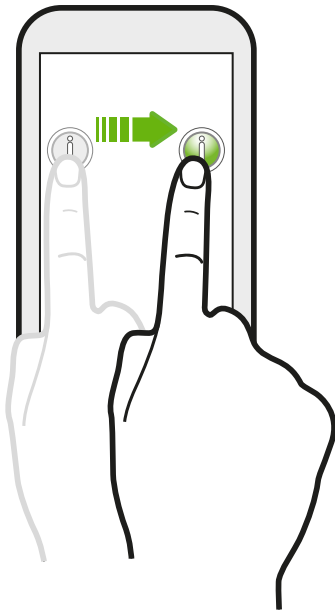
To open the available options for an item (for example, a contact or link in a webpage), just press and hold the item.

## Swipe or slide



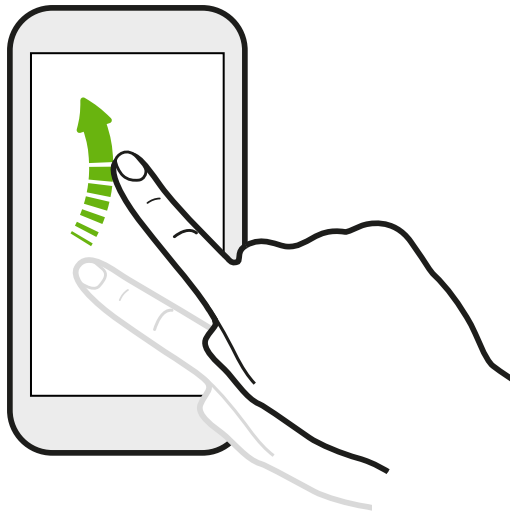
Quickly swipe your finger vertically or horizontally across the screen to go to other Home pages, scroll through documents, and more.

## Drag



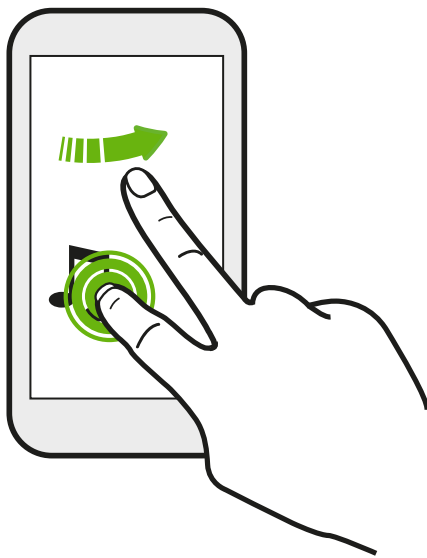
Press and hold your finger with some pressure before you start to drag. While dragging, don't release your finger until you have reached the target position.

## Flick



Flicking the screen is similar to swiping, except that you need to swipe your finger in light, quicker strokes, such as when moving right and left on the Home screen, or flicking through a contacts or message list.

## Press and flick

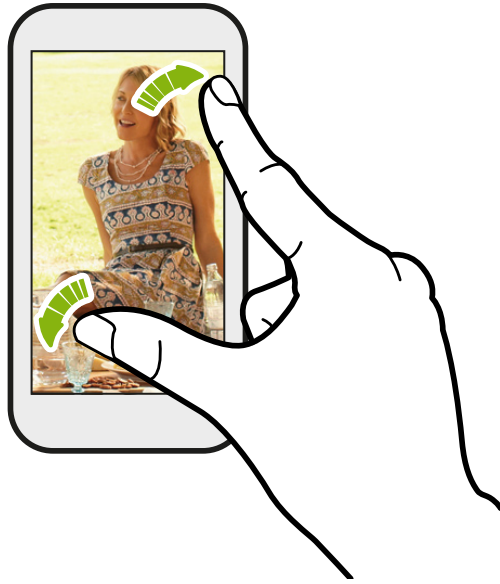


On the Home screen, you can easily move a widget or icon from one screen to another.

Press and hold the widget or icon with one finger, and flick the screen to the new location with another finger.



## Pinch and spread

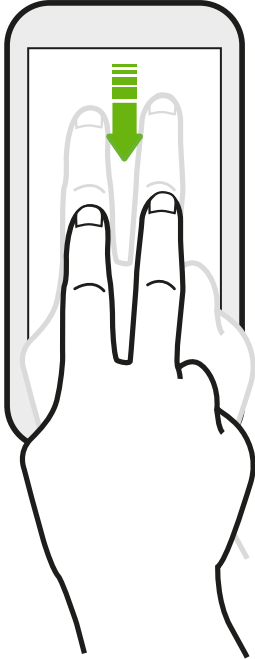


In some apps, like Gallery or the web browser, spread your fingers on the screen to zoom in when viewing a picture or a webpage.



Pinch the screen to zoom out when viewing a picture or a webpage.

## Two-finger scrolling

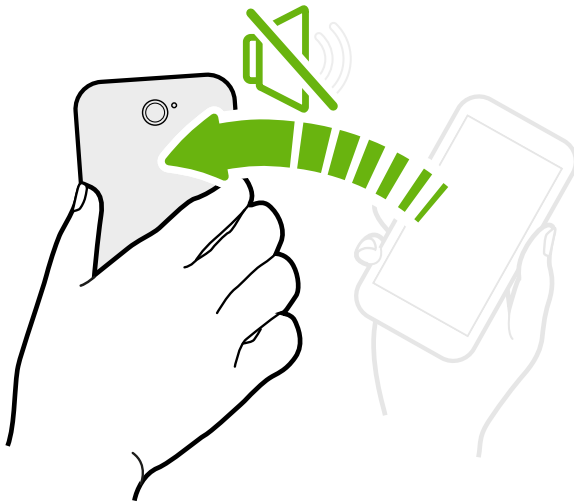


In some apps that have sorting, like Mail or People, you can use two fingers to scroll the screen. The screen displays the sorting order, and you can easily scroll to the information you want.

## Motion gestures

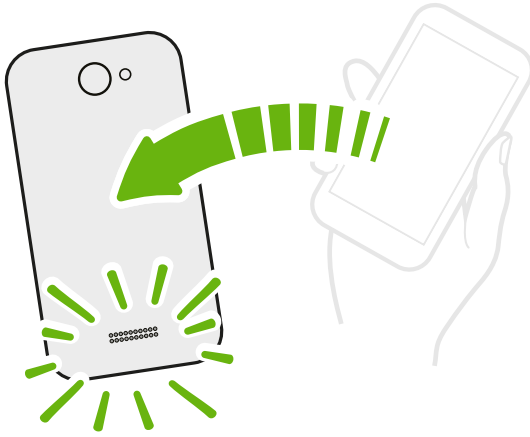
Use motion gestures to mute HTC One XL, turn on the speakerphone, and more.

### Flip to silence / flip for speakerphone



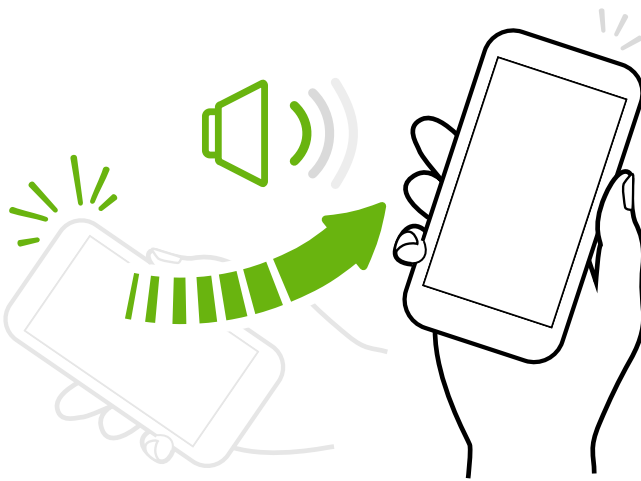
When a call comes in you can turn HTC One XL over to mute it.

While in a call, turn HTC One XL over to turn the speakerphone on for hands-free conversations or for conference calling.



Pick up to lower volume

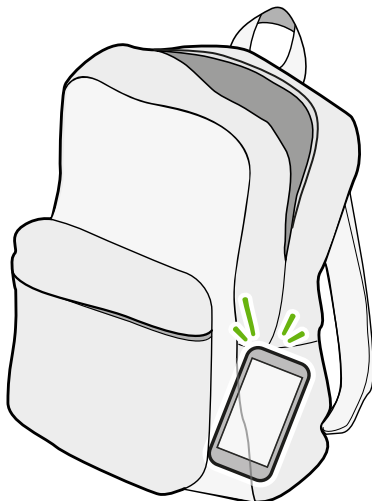
In a business meeting or restaurant, pick HTC One XL up when a call comes in to lower the ringtone volume.



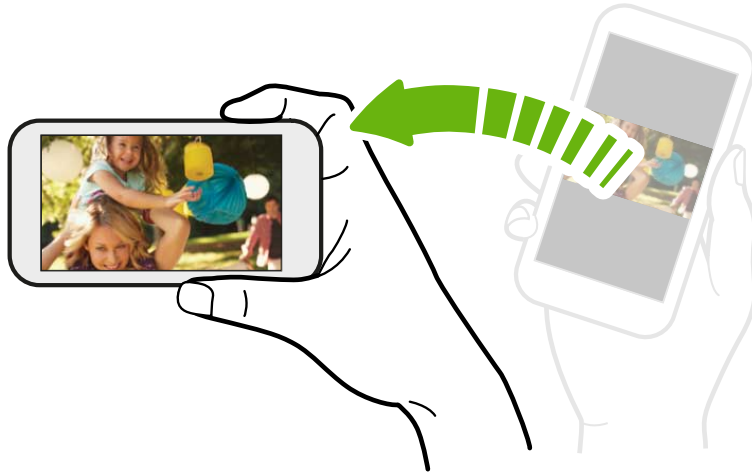
Set volume to automatically rise while in your pocket or bag

On a noisy street and can't hear HTC One XL ringing in your bag?

You can set HTC One XL to recognize when it's in your bag or pocket and raise the ringtone volume so that you can hear it in noisy environments.



## Rotate HTC One XL for a better view



For many screens, you can automatically change the screen orientation from portrait to landscape by turning HTC One XL sideways.

When entering text, you can turn HTC One XL sideways to bring up a bigger keyboard.

## Sleep mode

Sleep mode saves battery power by putting HTC One XL into a low power state while the display is off. It also stops accidental button presses when HTC One XL is in your bag. You'll still receive messages and calls though, and missed calls and messages appear on the lock screen.



To prevent missed calls or messages from appearing on the lock screen, slide the Notifications panel open, and then tap  > **Privacy**.

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### Switching to Sleep mode

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Briefly press the POWER button to turn off the display and switch to Sleep mode. HTC One XL also automatically goes into Sleep mode when it's left idle for a while.

You can change the time before HTC One XL sleeps in the **Display, gestures & buttons** settings.

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### Waking up from Sleep mode

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To wake HTC One XL up manually, press the POWER button. You'll need to unlock the screen.



HTC One XL automatically wakes up when you have an incoming call.

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## Unlocking the screen

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Pull the ring up to unlock the screen.



If you've set up a screen lock, you'll be asked to provide your credentials before HTC One XL unlocks.

If you've set an event reminder or an alarm, you can drag  or  to the ring to snooze or dismiss the event or alarm.

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## Opening an app or folder from the lock screen

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- On the lock screen, drag an app or folder icon to the ring to unlock the screen and directly go to the app or folder.



The shortcuts on the lock screen are the same ones on your Home screen's launch bar. To change the lock screen shortcuts, replace the apps or folders on the launch bar.

- When there's a notification or info shown on the lock screen such as a missed call or new message, you can drag it to the ring to directly go to its app.

## Getting contacts into HTC One XL

There are several ways you can add contacts to HTC One XL.


<b>Sync with your computer</b>	Sync the contacts from your old phone to your computer, and then use HTC Sync or HTC Sync Manager to sync HTC One XL with your computer's Microsoft® Outlook®, Outlook Express or Windows® Contacts.
<b>Gmail™</b>	Google® contacts are imported to HTC One XL after you sign in to your Google Account. You can also create more Google contacts right from HTC One XL.
<b>Social network accounts</b>	Log in to your favorite social networks to import contact information from them.
<b>Phone contacts</b>	You can choose to create and store contacts directly in HTC One XL or transfer existing ones from your old phone.
<b>SIM card</b>	Copy all your SIM contacts to HTC One XL.
<b>Microsoft Exchange ActiveSync®</b>	HTC One XL syncs your work contacts from the Microsoft Exchange ActiveSync Server in your workplace.
<b>Transfer</b>	Use the Transfer app to transfer not only your contacts, but also calendar events and text messages from your old phone to HTC One XL.

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### Transferring contacts from your old phone

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Easily transfer contacts from your old phone to HTC One XL through Bluetooth®. Depending on your old phone's model, you may also transfer other types of data such as calendar events and text messages to HTC One XL.

1. From the Home screen, tap  > **Transfer**.
2. Tap **Next** to begin.
3. Choose your old phone's name and model.
4. On your old phone, turn Bluetooth on, set it to discoverable mode, and then follow the instructions on the screen.

## Making your first call

1. On the Home screen, tap .
2. Enter the phone number or first few letters of the contact's name.
3. From the list, tap a contact to call.
4. To hang up, tap **End Call**.

## Sending your first text message

1. From the Home screen, tap  > Messages.
2. Tap .
3. Tap , and then select the contacts you want to send the message to.
4. Tap the box that says **Add text**, and then enter your message.
5. Tap  to insert a smiley or add quick text.
6. Tap **Send**.

## Getting photos, videos, and music on or off HTC One XL

There are two ways you can transfer your media.

- Connect HTC One XL to your computer, and select the **Disk drive** mode. Your computer will recognize it just like any removable USB drive, and you can copy your media between them.
- Download and use our HTC Sync Manager software. You can easily set it up to sync folders containing media and playlists on your computer with HTC One XL. HTC Sync Manager can also automatically get photos and videos off HTC One XL to your computer.



Download and install HTC Sync Manager, when available, from our website. Or in the meantime, download and use the latest version of HTC Sync to sync your media and data.

## Copying and sharing text

In apps such as the web browser and Mail, you can select and copy text, and then paste or share it.

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### Selecting text

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1. Press and hold on a word.
2. Drag the start and end markers to highlight the surrounding text you want to select.



To copy the address of a linked webpage, press and hold the link, and then tap Copy link URL.

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### Copying and pasting text

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1. After you have selected the text you want to copy, tap **Copy**.  
The selected text is then copied to the clipboard.
2. In a text entry field (for example while composing an email), press and hold at the point where you want to paste the text.
3. Tap **Paste**.

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### Sharing text

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1. After you have selected the text you want to share, tap **Share**.
2. Choose where to paste and share the selected text, such as in an email message or social network status update.




## Capturing the HTC One XL screen

Want to show off your high game score, write a blog post about HTC One XL features, or post a status update about a song you're playing? It's easy to take a picture of the screen and share it from Gallery.

Press and hold POWER and then press . The screen is saved in the Camera shots album in Gallery.

## Switching between recently opened apps

You can easily access apps you've just recently opened.


1. Press .
2. Slide your finger left or right to see recently-opened apps.



3. Tap an app to open it.

## Can't find the Menu button?

Do you miss having a Menu button? You can set the Recent apps button to open the Menu as well.

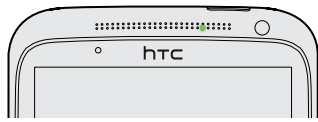
1. Slide the Notifications panel open, and then tap .
2. Tap **Display, gestures & buttons**.
3. Tap **Recent apps button** and select how you want to open the Menu, such as press or press and hold the button.

## Notifications

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### Notification LED

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The notification LED shows a:

- Solid green light when HTC One XL is connected to the power adapter or a computer and the battery is fully charged.
- Flashing green light when you have a pending notification.
- Solid orange light when the battery is being charged.
- Flashing orange light when the battery level reaches very low.

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### Notification icons

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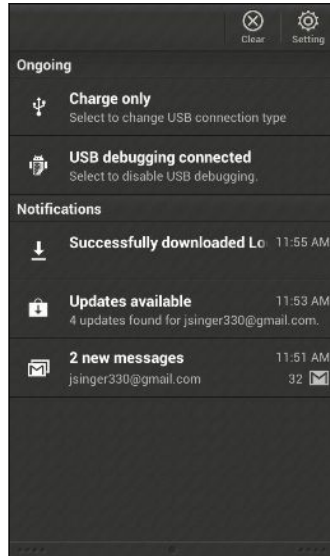
Notification icons on the status bar make it easy for you to keep on top of your messages, calendar events, and alarms.




## Notifications panel

When you get a new notification, you can open the Notifications panel to see what event notification or new information you've received. The Notifications panel also lets you quickly access settings.

1. To open the Notifications panel, press and hold the status bar, then slide your finger downward.



If you have several notifications, scroll down the screen to see them all.

2. To close the Notifications panel, press and hold the bottom bar of the panel, then slide your finger up. Or just press .

## Getting to know your settings

Want to change the ringtone, set up a Wi-Fi® connection or make the screen brighter? Do this and more in Settings.

Slide the Notifications panel open, and then tap . Here are some of the basic settings you can change:

- Tap the **On/Off** switch next to an item such as Wi-Fi to turn it on or off. Tap the item itself to configure its settings.
- Tap **Sound** to set a ringtone, choose a sound profile, and configure incoming call sound settings.
- Tap **Display, gestures & buttons** to change the screen brightness or set how long the screen is idle before going to sleep.
- Tap **Security** to secure HTC One XL, for example with a screen lock.

## Getting the battery to last longer

How long the battery can last before it needs recharging depends on how you use HTC One XL. The features and accessories you use can affect battery life.


You can get the battery to last longer by following a few simple tips:

- Turn off the display when you're not using it
- Lower the volume
- Close battery-intensive programs, such as the Camera, when you're done using them
- Make sure apps are closed and not continuously running in the background

## Updating the HTC One XL software

HTC One XL can check and notify you if there's a new update available. You can also manually check if there's an available update.





You might want to use Wi-Fi or your computer's Internet connection to download software updates to save on data usage. You can set this option in **Settings > About > Software updates > **.

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### Installing a software update

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When the Internet connection is on and there's a new software update available, the update notification icon  appears in the status bar.


1. Slide open the Notifications panel, and then tap the update notification.
2. In the Updates screen, tap **Software Updates** to view its details, and then tap .
3. Tap **Install**.


Wait for the update to finish. HTC One XL restarts automatically.

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### Installing an application update

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When the Internet connection is on and there's an available update for one of your apps, the update notification icon  appears in the status bar.


1. Slide open the Notifications panel, and then tap the update notification.  
The Updates screen opens with the list of application updates to be installed.
2. Tap an item to view its details, and then tap .
3. When you're done reviewing the updates, tap **Install**.

Wait for the update to finish. HTC One XL may restart automatically.

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## Checking for updates manually

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1. Slide the Notifications panel open, and then tap .
2. Tap **About** > **Software updates** > **Check now**.

## Syncing your media and data with HTC Sync Manager

With HTC Sync Manager, enjoy the same rich media whether you're at your computer or on the move. Use it also to store your same contacts, important documents, and other data on both HTC One XL and your computer.

HTC Sync Manager is the replacement for HTC Sync, and it provides a lot more features. You can:

- Play music and videos using the built-in player. You can also play iTunes® and Windows Media® Player playlists.
- Manage your library of music, photos, and videos on your computer.
- Get music from your CDs to your computer.
- Sync photos, videos, music, playlists, and albums between HTC One XL and your computer.
- Sync information such as contacts, calendar, documents, and web bookmarks between HTC One XL and your computer.

To find out how to install and use this software, see [HTC Sync Manager basics](#) on page 154.



Download and install HTC Sync Manager (when available) from [www.htc.com/help](http://www.htc.com/help). Or in the meantime, download and use the latest version of HTC Sync to sync your media and data.

# Camera

## Camera basics

Capture photos instantly, with no delay. Just directly launch the camera from the lock screen, even if HTC One XL is password protected.

1. When your display is off, press POWER.
2. Drag the Camera icon to the lock screen ring so you can start taking photos and videos right away.



From the Home screen, you can also tap Camera to launch it.

Use the controls on the Viewfinder screen to add effects, zoom in or out, and more.



After using Camera (or if you temporarily leave the Viewfinder screen), you still need to unlock HTC One XL if you have a screen lock.

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## Zooming


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- Before taking a photo or video, slide your finger on the zoom bar to zoom in or out.
- When you're recording video, the zoom bar is always onscreen. You can freely zoom in or out while recording.

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## Switching between the front and main camera

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1. On the Viewfinder screen, tap .
2. Tap **Camera**.
3. Tap either **Front** or **Main**.




Some camera features are not available when you're using the front camera, such as zooming and face detection.

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## Choosing an effect

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Use the available camera effects to make your photos look like they've been taken through special lenses or filters. You can also apply certain effects to videos.

1. Tap .
2. Scroll through the available effects and tap one that you like.

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## Setting the resolution

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1. On the Viewfinder screen, tap .
2. Tap **Image resolution** or **Video quality**, and then choose a resolution.

---


## Choosing a flash mode

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Tap the flash icon to choose a flash mode.


When using Flash on or Auto flash mode, the camera intelligently sets the best flash brightness for your photo.

## Taking a photo

1. Open Camera from the lock screen or Home screen.
2. Just point the camera on what you want to capture. The camera adjusts the focus automatically, and continuously refocuses as you move it.
3. When you're ready to take the photo, tap .

## Recording video

1. Open Camera from the lock screen or Home screen.
2. When you're ready to start recording, tap .

3. While recording, you can:
  - Freely zoom in or out.
  - Change focus to a different subject or area by just tapping it on the Viewfinder screen.
  - Tap the flash icon to turn the flash on or off.
4. To stop recording, tap .

---

### Taking a photo while recording a video

---


While you're recording video using the main camera, tap  to capture a still shot of your subject.

## Taking continuous camera shots

Do you want to take photos of moving subjects? Whether it's your kid's football game or a car race, you can capture the action.



Make sure that you're in **Auto** scene to use this feature.

1. On the Viewfinder screen, just press and hold . The camera takes up to 20 consecutive shots of your subject.



Want to capture a lot more shots? Tap  > **Continuous shooting**, and then clear the **Limit to 20 frames** option.


2. After taking the shots, select the photo that you like the most, and then tap **Best shot**. To save more photos from the batch, just delete the photos you don't want to keep.

## Camera scenes

Scenes provide an easy way to override your camera's normal settings to suit your current lighting and environment. Use **Auto** and let the camera automatically determine optimal settings, or choose from a wide selection of scenes before you start taking photos.

## Improving portrait shots


If you'd like your family or friends to look their best in your photos, make sure to use the portrait scene. It smoothens the skin in your shots.

1. On the Viewfinder screen, tap **A**.
2. Tap **Portrait**.
3. When you're ready to take the photo, tap .



## Taking a group shot

Finding it difficult to make everyone smile and have them look at the camera at the same time? With HTC One XL, you get perfect group portraits with the most smiles and the fewest blinks.

1. On the Viewfinder screen, tap **A**.
2. Tap **Group portrait**.
3. When you're ready to take the photo, tap . The camera takes several shots and merges them into the best possible group photo.



## Taking a panoramic photo

Whether it's the Golden Gate Bridge or the Eiffel Tower, you can capture anything wide or tall in a single photo.

1. On the Viewfinder screen, tap **A**.
2. Tap **Panorama**.




Zoom and flash are disabled when you're in this mode.

3. When you're ready to take the first shot, tap . Directional arrows appear, prompting you to pan left or right in landscape view (or pan up or down in portrait view).
4. As you pan, a guide appears onscreen. Use this to frame the first portion of the scene you want to capture.
5. Continue moving HTC One XL as smoothly as you can. The camera automatically captures five consecutive frames.
6. Tap  to stop capturing anytime.

The camera stitches the shots into a single photo.

## Using HDR

When shooting portraits against a bright background, use HDR to capture your subjects clearly. HDR brings out the details of both the highlights and shadows, even in high contrast lighting.

1. On the Viewfinder screen, tap **A**.
2. Tap **HDR**.
3. When you're ready to take the photo, tap .

The camera takes three shots at different exposure levels and combines them into one enhanced photo.

## Shooting in low light

Capture stunning images even in dim light.

1. On the Viewfinder screen, tap **A**.
2. Tap **Low light**.



Flash is disabled when you're in this mode.


3. When you're ready to take the photo, tap .



- To avoid getting blurry photos, maintain a steady grip on HTC One XL.
- Improve your photo after taking the shot by applying special effects like auto enhance and high contrast.


## Recording videos in slow motion

Relive high speed action bit by bit and add a touch of suspense to your videos.


1. On the Viewfinder screen, tap **A**.
2. Tap **Slow motion video**.
3. Frame your subject on the Viewfinder screen.
4. Tap  to start recording.

## Improving video stability

Lessen shakes and blurs in your video, especially when you're following a moving subject.

1. On the Viewfinder screen, tap .
2. Tap **Video options** > **Video stabilization**.

## Changing camera and video settings

1. On the Viewfinder screen, tap .
2. As well as changing basic camera and video settings, you can also:
  - Change the review duration to set how long a captured photo or video will be displayed on the Review screen before the camera changes back to the Viewfinder screen.
  - Automatically take a shot when your subject smiles (photo mode only).
  - Geo-tag photos to store GPS location in your captured photos (photo mode only).
  - Set the ISO level. Higher ISO numbers are better for taking pictures in low light conditions (photo mode only).
  - Automatically upload photos to a social network (photo mode only). You can set the upload frequency, select the album to upload to, and set the privacy level.

# Personalizing

## Making HTC One XL truly yours

Make HTC One XL look and sound just the way you want it. Personalize it with a different wallpaper, skin, ringtone, and notification sound for events such as incoming text, email, and calendar reminders.

## Personalizing HTC One XL with scenes

HTC One XL becomes multiple phones in one when you use scenes. Scenes are personalized Home screen layouts that you can quickly apply. By switching between scenes, you instantly turn HTC One XL into your perfect weekend phone, travel phone, work phone, or pure play phone.




Everytime you add or modify something on the Home screen, HTC One XL automatically saves your changes to the current scene selected.

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### Using a preset scene

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HTC One XL features preset scenes, each preconfigured with a different wallpaper and collection of widgets that reflect different moments in your life. You can choose a scene that is suitable for work, play, travel, or your social life.



1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Display tab, tap **Scene**.
3. Slide your finger on the screen from right to left to select the scene you want.
4. Tap **Apply**.

---

### Creating a new scene

---

You'll start with an empty Home screen when you create a new scene.


1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Display tab, tap **Scene**.
3. Tap  > **New**.

4. Enter a new scene name, and then tap **Done**.
5. Personalize the scene by adding widgets and apps, changing the wallpaper, and more. All of your changes will be automatically saved to this scene.

---

### Renaming a scene



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1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Display tab, tap **Scene**.
3. Slide your finger on the screen from right to left to select the scene you want to rename.
4. Press and hold a scene thumbnail, and then tap **Rename**.
5. Enter a new scene name.
6. Tap **Done**.

---


### Deleting scenes

---

1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Display tab, tap **Scene**.
3. Tap  > **Delete**.
4. Slide your finger on the screen from right to left to browse through scenes, then tap one or more scenes you want to delete.
5. Tap **Delete**.

## Changing your wallpaper

Pick your favorite photo as your Home wallpaper. Choose from the available wallpapers, or use any photo you've taken with the camera.


1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Display tab, tap **Wallpaper**.
3. Tap one of the following:

<b>Gallery</b>	Choose an existing photo and crop it.
<b>HTC wallpapers</b>	Choose a preset wallpaper, and then tap <b>Preview</b> .
<b>Live wallpapers</b>	Choose a preset animated wallpaper, and then tap <b>Preview</b> . If the animated wallpaper you chose can be customized, tap <b>Settings</b> .

4. Tap **Save** or **Apply**.

## Applying a new skin

Personalize beyond the Home screen by applying a new skin. Skins give a different look and feel to most onscreen buttons, application screens, option menus, and other items.

1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Display tab, tap **Skin**.
3. Slide your finger on the screen from right to left to select the skin you want.
4. Tap **Apply**.


## Personalizing your Home screen with widgets

Widgets put at-a-glance important information and media content up front on your Home screen. Some widgets are already added to your Home screen for your convenience. You can add more from the available selections of widgets.

---

### Adding a widget to your Home screen

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1. Press and hold on an empty space on your Home screen.
2. On the Widgets tab, you can:
  - Slide left or right to browse through the complete set of widgets.
  - Tap  to search for specific widgets.
  - Tap **All Widgets** to choose from a selection menu.



Some widgets are available in different styles and sizes.

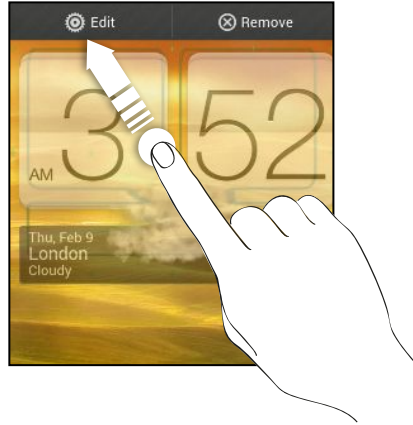
3. Drag a widget to a home screen thumbnail where you want to add it.

You can also add widgets that allow you to quickly switch on or off certain settings such as Wi-Fi and Bluetooth. Tap **All Widgets** > **Settings**, and then tap the widget that you want.

## Changing the settings of a widget

You can modify basic settings of some widgets (for example, the People and Mail widgets) from the Home screen.

1. Press and hold a widget on your Home screen, and then drag it to .



The relevant screen where you can change some settings for this widget then opens.

2. Customize the widget settings.

## Resizing a widget

Some widgets can be resized after you've added them to your Home screen.


1. Press and hold a widget on the Home screen, and then release your finger. If you see directional arrow buttons appear on the widget, that means the widget is resizable.
2. Drag an arrow button to enlarge or shrink the widget size.

## Adding apps and other shortcuts on your Home screen

Place apps you often use on your Home screen. You can also add shortcuts to frequently used settings, bookmarked webpages, and more.

1. Press and hold on an empty space on your Home screen.
2. On the Apps or Shortcuts tab, choose whether to add an app or a shortcut.



To add an app, you can also tap , press and hold an app, and then drag it to an empty area on your Home screen.

## Rearranging or removing widgets and icons on your Home screen

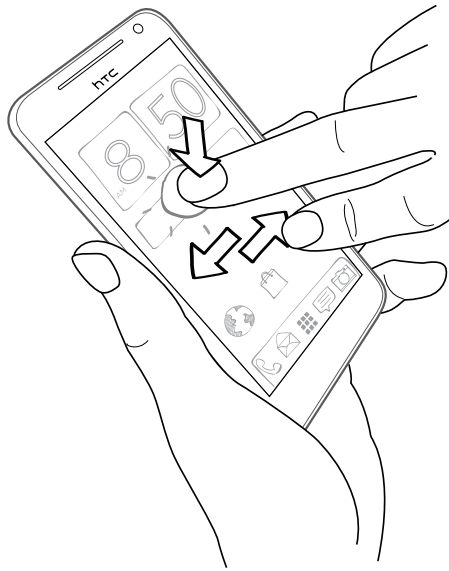
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### Moving a widget or icon

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You can easily move a widget or icon from one Home screen panel to another.

1. Press and hold the widget or icon with one finger.
2. With another finger, flick left or right to rotate the screen to another Home screen panel.




3. Release the widget or icon.
4. To move the widget or icon to another position on the panel, just press and hold and then drag it.

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### Removing a widget or icon

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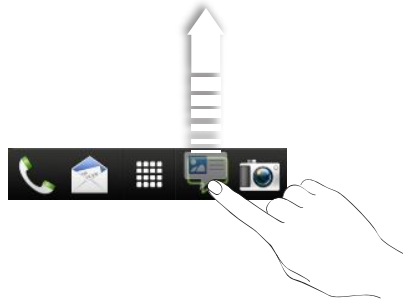
1. Press and hold the widget or icon you want to remove, and then drag it to .
2. When the widget or icon turns red, lift your finger.




## Personalizing the launch bar

The launch bar on your Home screen gives you one-touch access to commonly used apps. You can replace the apps on the launch bar with other apps you often use.

1. Press and hold the app you want to replace, and then drag it out of the launch bar.



2. Tap  to go to the All apps screen.
3. Press and hold an app, and then drag it to the empty slot on the launch bar.

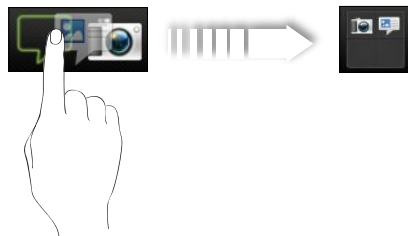



- You can also place shortcuts to settings or information on the launch bar. Add a shortcut first to the Home screen, and then drag it to the launch bar.
- The apps or shortcuts you see on the lock screen are the same as the ones on the launch bar.

## Grouping apps into a folder

Use folders to group apps on the launch bar or your Home screen to free up space so you can add more apps.

1. Press and hold an app, and then drag it over to another app to automatically create a folder.



2. Tap the folder to open it.
3. Tap .

4. Select one or more apps that you want to add to the folder.
5. Tap **Add**.



You can also add shortcuts to settings or information. Add a shortcut first to the Home screen, and then drag it over to the folder.

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### Renaming a folder


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1. Tap the folder to open it.
2. Tap the folder window's title bar.
3. Enter a new folder name.
4. Tap outside the folder to close it.

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### Removing items from a folder

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1. Tap the folder to open it.
2. Press and hold an app or shortcut, and then drag it to the Home screen, or drag it out to  to remove. Repeat this process to remove more items from the folder.

If there's only one item left in the folder, the folder ungroups the last item and removes itself automatically.

## Rearranging the Home screen

Reorder your Home screen panels in any way that fits how you use them. For example, move the panels with frequently-used widgets, shortcuts, and folders closer to the main Home screen.

1. Pinch the Home screen to show the Leap view.
2. Press and hold the thumbnail of the home screen you want to move. HTC One XL then vibrates. Don't lift your finger just yet.
3. Drag the thumbnail to its new position, and then lift your finger.






---

### Removing a Home screen panel

---

If you feel you need fewer Home screens, you can remove some.



1. On the Home screen, pinch the touch screen or press  to go to Leap view.
2. Press and hold the panel you want to remove. Don't lift your finger just yet.
3. Drag the panel to .

---

### Adding back a Home screen panel

---

Add back a Home screen if you have more widgets, apps, and shortcuts that you want to access right away.

1. On the Home screen, pinch the touch screen or press  to go to Leap view.
2. Tap . A new Home screen appears. You can start adding widgets, apps, and shortcuts.



## Personalizing with sound sets

Each sound set gives you a different combination of sounds for your ringtone and notifications such as incoming messages, email, calendar event reminders, and more. By switching between sound sets, you can instantly make HTC One XL ring or alert you with fun sounds when you're out with friends or change to subtle sounds while you're at work.

---

### Creating a sound set

---


1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Sound tab, tap **Sound set**.
3. On the Sound sets screen, tap .
4. Enter a new sound set name, and then tap **Done**.

The newly created sound set is then added to the list of sound sets. You can assign different tones to the sound set to your preference.

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### Changing your ringtone, notifications, and sounds

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1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Sound tab, tap **Sound set**.
3. Choose a sound set you want to customize, or create a new one, and then tap **Apply**.
4. Change the ringtone, notification sound, and alarm from the Personalize screen.

HTC One XL automatically saves your choices to the current sound set.

---

### Deleting sound sets

---


1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Sound tab, tap **Sound set**.
3. Tap .
4. Select one or more sound sets you want to delete.
5. Tap **Delete**.

## Rearranging application tabs

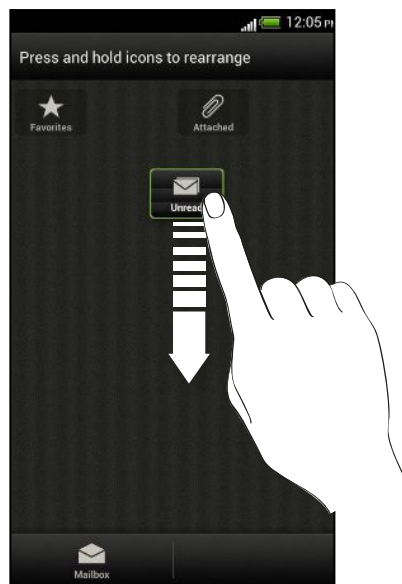
You can rearrange the tabs at the bottom of some apps to prioritize the types of information you frequently use. You can also add or remove tabs.

1. Open an app that has the usual tabs at the bottom of its screen.
2. Press and hold the current tab until the screen changes and shows a message about rearranging tabs.



If you don't see any tabs on the app, tap  > Edit tabs.


3. You can:
  - Change the order of the tabs. Press and hold a tab, and then drag it to its new position.
  - Drag a tab into or out of the bottom row to add or remove it.



4. When you're done, press .

## Customizing the lock screen style

Choose from our selection of lock screens. Some lock screens are customizable.

1. Slide the Notifications panel open, and then tap  > Personalize.
2. On the Display tab, tap Lock screen style.
3. Slide your finger left or right to choose a lock screen style.


4. Tap the lock screen style to see a preview. If you want to further customize it, tap **Settings**.
5. Tap **Apply**.



The shortcuts on the lock screen are the same apps as the ones on your Home screen's launch bar. To change them, you'll have to replace the apps on the launch bar.

## Securing HTC One XL with a personal touch

Make unlocking your phone as easy as looking at it. Protect your personal information and prevent others from using HTC One XL without your permission by setting up face unlock.

1. Slide the Notifications panel open, and then tap  > **Security**.
2. Tap **Screen lock > Face Unlock**.
3. Tap **Continue** and follow the onscreen instructions.
4. Choose a backup lock to use in case the phone doesn't recognize you.
5. Tap **Lock phone after**, then specify the idle time before the screen is locked.




You can also tap **Improve face matching** in the Security screen to train HTC One XL to recognize your face in different situations, such as when you're wearing glasses or sporting a beard.

You'll be asked to unlock the screen every time HTC One XL is turned on or when it's idle for a certain period of time.


# Phone calls

## Making a call with Smart dial

You can either dial a number directly, or use Smart dial to quickly place a call. Smart dial searches and calls a stored/synced contact or a number from your call history.

1. On the Home screen, tap .
2. Enter the phone number or first few letters of the contact's name.
3. From the list, tap a contact to call.



To check other phone numbers associated with the contact, tap  beside the contact name.

4. To hang up, tap **End Call**.

## Using Speed dial

Use Speed dial to call a phone number with a single tap. For example, if you assign a contact's number to the number 2 key, you can just press and hold 2 to dial the number.






The number 1 key is generally reserved for your voicemail. Press and hold this key to call voicemail and retrieve your voicemail messages.

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### Assigning a speed dial key

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1. On the Home screen, tap .
2. Tap  > **Speed dial**.
3. Tap , and then select a contact from the list.
4. On the Speed dial screen, choose the phone number of the contact to use, and a speed dial key to assign.
5. Tap **Save**.

## Calling a phone number in a text message

1. Tap the phone number within the message.
2. Tap **Call**.




To call the message sender, tap the received message, and then tap **Call** on the options menu.

## Calling a phone number in an email

1. Tap the phone number in the email body.
2. Tap **Call**.

## Calling a phone number in a Calendar event


1. Open an event in Calendar.
2. On the Event details screen, tap the phone number.
3. Tap **Call**.
4. When the call is received, tap  to see event details such as the conference call ID or meeting PIN code on the Phone dialer screen.

## Making an emergency call

In some regions, you can make emergency calls from HTC One XL even if you don't have a SIM card installed or your SIM card has been blocked.



If you don't have a network signal, you won't be able to make an emergency call.

1. On the Home screen, tap .
2. Dial the emergency number for your locale, and then tap **Call**.



## Receiving calls

When you receive a phone call from a contact, the Incoming call screen appears.




You can use the polite ringer and pocket mode features for receiving calls.

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### Answering a call

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Do one of the following:


- If the display is locked when you get a call, drag  to the Lock screen ring.
- If the display is on when you get a call, tap **Answer**.

---

### Rejecting a call

---

Do one of the following:

- If the display is locked when you get a call, drag  to the Lock screen ring. Then drag to the ring the **Remind me** icon to create a task or the **Send message** icon to send a text message to the caller.
- If the display is on when you get a call, tap **Decline**.
- Press the POWER button twice to reject a call.

---

### Muting the ringing sound without rejecting the call

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Do one of the following:

- Press the VOLUME DOWN or VOLUME UP button.
- Press the POWER button.
- Place HTC One XL face down on a level surface.



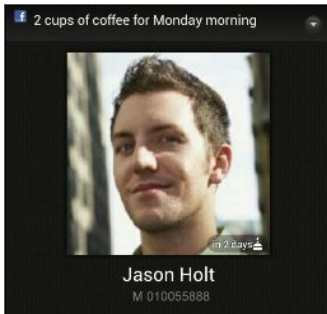
If HTC One XL is already facing down, it will still ring when there are subsequent incoming calls.

---

## Look who's calling

---

Every time you make a call or your friend gives you a ring, you get to see your friend's latest social network status update right on the call screen. You'll also see a birthday reminder, if your friend's birthday will happen within one week.




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## Viewing a task reminder while on a call

---

Did you promise to babysit for a friend this weekend? If you associate a task to a contact, you'll see a task reminder on the call screen when you're on a call with that friend.



## What can I do during a call?

When a call is in progress, you can turn the speakerphone on, place the call on hold, and more.

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### Putting a call on hold

---

To put the call on hold, tap **⋮** > **Hold**. The status bar then displays the hold call icon .

To resume the call, tap **⋮** > **Unhold**.

## Switching between calls

If you're already in a call and you accept another call, you can switch between the two calls.

1. When you receive another call, tap **Answer** to accept the second call and put the first call on hold.
2. To switch between the calls, tap the person you want to talk to on the screen.




3. To end the current call and return to the other call, tap **End Call**.

## Turning the speakerphone on during a call



To decrease potential damage to your hearing, do not hold HTC One XL to your ear when the speakerphone is on.



Do one of the following:

- Flip HTC One XL over during a call (be sure that **Flip for speaker** is selected in **Sound** settings).
- On the call screen, tap .

The speakerphone icon  appears in the status bar when the speakerphone is on.


To turn the speakerphone off, just flip HTC One XL over again, facing it up. Or tap  again.

## Muting the microphone during a call

On the call screen, tap  to toggle between turning the microphone on or off. When the microphone is turned off, the mute icon  appears in the status bar.

## Ending a call

Do one of the following to end the call:

- On the call screen, tap **End Call**.
- Slide open the Notifications panel, then tap .






If the phone number of the person who called is not in your contacts list, you can choose to save the number to your contacts list after you hang up.


## Setting up a conference call

Conference calling with your friends, family, or co-workers is easy. Make the first call (or accept a call), and then simply dial each subsequent call to add it to the conference.



Make sure your SIM card is enabled with conference calling service. Contact your mobile operator for details.

1. Make a call to the first conference call participant.
2. When connected, tap  > **Add call**, and then dial the number of the second participant. The first participant is put on hold.
3. When connected to the second participant, tap .
4. To add another participant, tap , and then dial the number of the contact.
5. When connected, tap  to add the participant to the conference call.
6. To talk to a person in the conference call in private, tap  and then select **Private call**.

To end the call with a participant, tap  and then tap **Finish this call**.

To end the conference call, tap **End Call**.

## Internet calls

When you're connected to a Wi-Fi network, you can make and receive calls through an Internet calling account.





Before you add an Internet calling account, make sure that you've registered with an Internet calling service that supports voice calls over Session Initiation Protocol (SIP). Internet calls to phone numbers may incur additional fees.

---

### Adding an Internet calling account

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1. Slide the Notifications panel open, and then tap  > **Call**.
2. Under Internet call settings, tap **Accounts**.
3. Tap **Add account**.
4. Enter your account details.
5. Tap  > **Save**.
6. To set HTC One XL to receive Internet calls on your added account, tap the **Receive incoming calls** check button.


---

## Making an Internet call

---

Make an Internet call to either your contact's Internet calling account or phone number.

Call any of the following:

<b>Internet calling account</b>	<ul style="list-style-type: none"> <li>▪ In People, tap a contact who has an Internet calling account, and then tap <b>Internet call</b>.</li> <li>▪ In Call History, tap an Internet call log.</li> </ul>
<b>Phone number</b>	First, enable Internet calling for your outgoing calls. Slide the Notifications panel open, and then tap  > <b>Call</b> . Tap <b>Use Internet calling</b> , and then select either <b>For all calls when data network is available</b> or <b>Ask for each call</b> .

## Call history

Use Call History to check missed calls, your dialed numbers, and received calls.

---

### Returning a missed call

---




You'll see the missed call icon  in the status bar when you miss a call.

1. Slide open the Notifications panel to check who the caller is.
2. To return the call, tap the missed call notification.
3. Tap the caller's name or number on the Call History screen.

---

### Checking calls in the Call History

---

1. On the Home screen, tap .
2. Tap the **Call History** tab.
3. On the Call History screen, you can:
  - Tap a name or number in the list to call.
  - Press and hold a name or number in the list to display the options menu.
  - Tap  to check only the call history of a particular contact.
  - Tap  > **View** to display just a particular type of calls such as missed calls or outgoing calls.

---

### Adding a new phone number to your contacts from Call History

---


1. On the Call History screen, press and hold the phone number, and then tap **Save to People**.
2. Choose whether to create a new contact or save the number to an existing contact.

---

## Clearing the Call History list

---

On the Call History screen, do one of the following:

Remove one name or number	Press and hold the name or number, and then tap <b>Delete</b> from call history.
Clear the entire list	Tap  > <b>Remove call history</b> > <b>Select all</b> > <b>Delete</b> .

## Home dialing


When you're on a trip abroad, it's easy to dial friends and family from home.

Your home country code is automatically added when you call your contacts while roaming. But when manually entering a phone number to call, you need to enter a plus (+) sign and country code before the number.

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### Changing the default country code for Home dialing

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1. Slide the Notifications panel open, and then tap  > **Call**.
2. Tap **Home dialing settings**.
3. Select a country, and then tap **OK**.

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### Turning off Home dialing

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If you prefer to manually enter complete phone numbers to call while roaming, you can turn off Home dialing.

1. Slide the Notifications panel open, and then tap  > **Call**.
2. Under **Other settings**, clear the **Home dialing** check button.

## Call services

You can change the settings of various phone services. Call services may include call waiting, voicemail, and more. Contact your mobile operator to find out about the availability of call services.



Slide the Notifications panel open, and then tap  > **Call**.

# Messages


## About the Messages app

Keep in touch with important people in your life. Use the Messages app to compose and send text and multimedia messages. On the All messages screen, your sent and received messages are neatly grouped into conversations, by contact name or phone number.

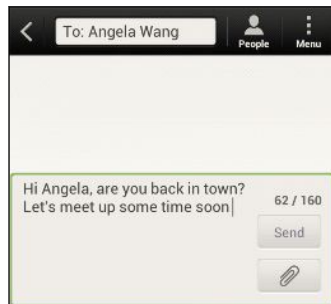
## Sending a text message (SMS)

1. From the Home screen, tap  > Messages.
2. Tap .
3. Enter a contact name or mobile number in the To field.



Sending the message to a group of friends? Tap , and then select the contacts to whom you want to send the message.

4. Tap the box that says **Add text**, and then enter your message.





5. Tap **Send**, or press  to save the message as a draft.




- There is a limit on the number of characters for a single text message (displayed above the **Send** button). If you exceed the limit, your text message will be delivered as one but will be billed as more than one message.
- Your text message automatically becomes a multimedia message if you enter an email address as the recipient, add a message subject, attach an item, or compose a very long message.





## Sending a multimedia message (MMS)

1. From the Home screen, tap  > Messages.
2. Tap .






3. Enter a contact name, mobile number, or email address in the **To** field.



Sending the message to a group of friends? Tap , and then select the contacts to whom you want to send the message.


4. To add a subject line, tap  > **Add subject**.
5. Tap the box that says **Add text**, and then enter your message.
6. Tap , and then choose an attachment type.
7. Select or browse for the item to attach.
8. After adding an attachment, tap  to see options for replacing, viewing or removing your attachment.
9. Tap **Send**, or press  to save the message as a draft.

### Creating a slideshow



1. After you've added either a photo, video, or audio in the multimedia message you're composing, tap  > **Slide**.
2. Choose where you want to insert the next slide.
3. Right after adding a slide, do one of the following:
  - Tap , and then choose to add a photo or a video.
  - Tap  > **Audio** to add music or a voice recording to a slide.
  - Tap **Add text**, and then enter your caption.
  - Tap  to see options for replacing, viewing or removing your attachment.
4. Tap  > **Preview**. Tap once on the preview screen to see playback controls.




If you don't see **Preview**, scroll down the menu.

5. When finished, tap **Send**, or press  to save the message as a draft.


### Can't find your contacts' email addresses in Messages?

1. If only phone numbers are showing up when you're entering a contact name, tap .
2. Tap  > **Show Email**.


To always show email addresses, tap  on the All messages screen, and then tap **Settings** > **General** > **Show email address**.



## Resuming a draft message

1. On the All messages screen, tap  > **Drafts**.
2. Tap the message and then resume editing it.
3. Tap **Send**.

## Checking your messages

Depending on your notification settings, HTC One XL plays a sound, vibrates, or displays the message briefly in the status bar when you receive a new message. A new message icon  is also displayed in the status bar.

To open and read the message, you can:

- Open the Notifications panel, and then tap the new message notification.
- Go to the Messages app and open the message.


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### Viewing and saving an attachment from a multimedia message

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- If there's a media attachment such as a photo or video in a received message, tap it to view the content.
- To save the attachment, tap the multimedia message, and then choose to save from the options menu.
- If the attachment is a contact (vCard), tap it to view the contact information, then tap **Save** to add to your contacts.
- If the attachment is an appointment or event (vCalendar), tap it to choose the calendar where to save it, and then tap **Import**.



If you are concerned about the size of your data downloads, you can choose to check the size and subject first before you download a multimedia message. On the All messages screen, tap  > **Settings** > **Multimedia messages (MMS)**. Clear the **Auto-retrieve** option.

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### Saving a text message in the Tasks app

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Save a text message in your Tasks list so you can remind yourself when to reply.

1. On the All messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap the message you want to save, and then tap **Save as task**.
3. Enter a task title and other details.
4. Tap **Save**.

## Replying to a message

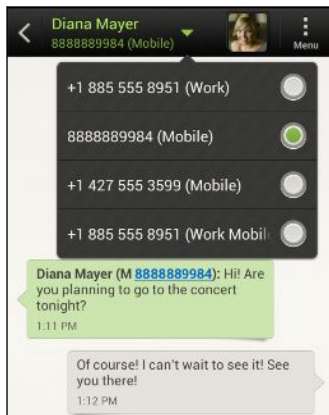
1. On the All messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap the box that says **Add text**, and then enter your message.
3. Tap **Send**.

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## Replying to another phone number of the contact

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When a contact has multiple phone numbers stored on HTC One XL, you'll see the particular phone number used below the contact's name.



Keep in mind that your response will be sent to the phone number of the latest message you've received from this contact.


1. On the All messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap ▼, and then select another phone number of this contact.
3. Tap the box that says **Add text**, then enter your reply message.
4. Tap **Send**.

## Forwarding a message

1. On the All messages screen, tap a contact (or phone number) to view the exchange of messages with that contact.
2. Tap a message, and then tap **Forward**.
3. In the **To** field, fill in one or more recipients.
4. Tap **Send**.

## WAP push messages

WAP push messages contain a web link. Often, the link will be to download a file that you have requested from a service provider.

When you receive a WAP push message, a notification icon  is displayed in the status bar.

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### Opening and reading a new WAP push message



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1. Open the Notifications panel, and then tap the push message notification.
2. Tap **Visit website**.

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### Viewing all your WAP push messages

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1. From the Home screen, tap  > **Messages**.
2. Tap  > **Push messages**.



You can only see this option if you've previously received WAP push messages.


## Managing message conversations

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### Locking a message

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You can lock a message so that it will not be deleted even if you delete the other messages in the conversation.

1. On the All messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap the message that you want to lock.
3. Tap **Lock message** on the options menu. A lock icon  is displayed.

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### Copying a text message to your SIM card

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1. On the All messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap the message, and then tap **Copy to SIM**. A SIM card icon  is displayed.

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### Deleting a single message

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
1. On the All messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap the message that you want to delete.

3. If the message is locked, tap **Unlock message** on the options menu, and then tap the message to display the options menu again.
4. Tap **Delete message**, and then tap **OK**.

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### Deleting several messages within a conversation

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1. On the All messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap  > **Delete**.
3. Tap **Delete by selection** or **Delete by phone number** (if the contact used multiple phone numbers throughout the conversation).



In the Messages settings, tap **General** > **Delete old messages** to auto delete old messages per conversation.

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### Deleting a conversation

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1. On the All messages screen, press and hold a contact (or phone number) whose messages you want to delete, and then tap **Delete**.
2. Tap **OK** to delete the entire thread.




Any locked messages in the conversation thread will not be deleted unless you select the **Delete locked messages** check box.


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### Deleting several conversations

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1. On the All messages screen, tap  > **Delete**.
2. Select the conversation threads you want to delete.
3. Tap **Delete**. Any locked messages will not be deleted.

## Backing up your text messages

1. From the Home screen, tap  > **Messages**.
2. Tap  > **Back up SMS** > **Back up SMS**.
3. Enter a name for your backup file, and then tap **OK**.

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## Backing up text messages by email

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You need to set up your email account in the Mail app.

1. On the All messages screen, tap > **Back up SMS**.
2. Tap **Back up SMS via mail**.  
The Mail app's compose screen opens, with the backup file attached.
3. Enter your email address.
4. Compose your email message, and then tap **Send**.

To restore your text messages on HTC One XL, open the email message with the backup file attachment from the Mail app. Tap the attachment to download it first, and then tap it again to open the backup file to import.

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## Restoring text messages

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You can only restore text messages that were exported using the **Back up SMS** feature.

1. From the Home screen, tap > **Messages**.
2. Tap > **Back up SMS** > **Restore SMS**.
3. Tap the backup file to import.
4. Tap **OK**.

## Setting message options

Access and change the settings of the Messages app. You can add a signature to your messages, edit messaging options, and more.

On the All messages screen, tap > **Settings**.

# Search and Web browser




## Searching HTC One XL and the Web

You can search for information on HTC One XL and on the Web by using Search. Some apps, such as People or Mail, have their own search function, which you can use to search only within those apps.

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### Setting search options


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1. From the Home screen, tap  Google.
2. Tap  > Settings.
3. Tap **Google Search**, and then customize your search settings.
4. When done, press .
5. Tap **Searchable items**, and then select the items you want included when doing a search.



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### Performing searches on the Web and HTC One XL


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1. From the Home screen, tap  Google.
2. In the search box, enter the words you want to search for. As you type, matching items on HTC One XL and suggestions from Google web search are shown as a list.
3. If what you're searching for is in the list of suggestions, tap the item to open it in its compatible app.



Tap  to enter it in the search box. New suggestions appear and you can enter more text or tap  beside a subsequent suggestion to quickly refine your search.

## Browsing the Web


1. From the Home screen, tap  > Internet.
2. Tap the URL box on top of the screen.
3. Enter your search keywords or a webpage address.
4. On the webpage, you can:
  - Tap a link to open it, or press and hold a link to see more options.
  - Tap an email address to send a message to the email address.
5. Flick down the screen to quickly show the URL box and other options.

## Switching to Read mode


Want to read an article or blog without distractions? Read mode removes menus, banners, and backgrounds from a webpage.

While viewing a webpage, tap  (when it's available) to switch to Read mode.



To turn Read mode off, tap .

## Viewing the full version of a website


While viewing a webpage, tap  > View desktop site.

## Opening or switching between browser tabs

Open multiple browser tabs to make it easier for you to switch from one website to another.

1. While viewing a webpage, tap **Tabs**.
2. Do one of the following:
  - To open a new tab, tap **New tab**.
  - To switch to another browser tab, slide your finger until the webpage you want to view appears. Tap a webpage to display it in full screen.



Tap  to close a webpage.

## Private browsing

You can use incognito tabs to browse the Web with more privacy. Browser cookies are not shared and deleted when you close all incognito tabs. Pages you view in incognito also won't appear in your browser history except for files you download.

From the browser screen, tap **Tabs > New incognito tab**.

## Adding and managing your bookmarks

### Bookmarking a webpage



Bookmark a webpage in a normal browser screen (not when you're using an incognito tab).

1. While viewing a webpage, tap **Add to**.
2. Tap **Bookmarks**.
3. Edit the bookmark name if needed.
4. To save the bookmark to a new folder, tap **Bookmarks**.
5. On the Add to screen, tap ▼ > **New folder**.
6. Tap **Done**.

### Opening a bookmark

1. While viewing a webpage, tap **Bookmarks**.
2. On the Bookmarks tab, navigate to the bookmark you want to open, and then tap it.



If you have set up Google Chrome™ sync on your Google Account, tap ▼ on the Bookmarks screen, and then select the Google Account to view for your synced bookmarks.

### Editing a bookmark

1. While viewing a webpage, tap **Bookmarks**.
2. On the Bookmarks tab, tap ☰ > **Edit**.
3. Tap ✎ at the right of the bookmark you want to edit.
4. Enter your changes, and then tap **Done**.



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## Syncing your bookmarks with Google Chrome

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Create bookmarks from your computer's Google Chrome browser and sync them on HTC One XL. For more information about Google Chrome, visit <http://support.google.com/chrome>.



- Using your Google Chrome desktop browser, you need to sign in to your Google Account and set up Google Chrome sync.
- Be sure that you are logged in to your Google Account every time you save Google Chrome bookmarks on your computer.

1. Slide the Notifications panel open, and then tap  > **Accounts & sync**.
2. Tap your Google Account.
3. Select the **Sync Internet** option.

## Saving web content for later

Save webpages to read later, even without an Internet connection. Some video clips in webpages can also be added to the Watch list so you can quickly find and watch them during your free time.




Only webpages will be stored on HTC One XL. You need to connect to the Internet when opening linked pages and video clips.

1. While viewing a webpage, tap **Add to**.
2. Do one of the following:
  - To save the webpage to your list, tap **Reading list**.
  - Tap **Watch list** if the webpage contains one or more video clips, and then select the videos to add to the Watch list.



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## Viewing items in your Reading list or Watch list

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1. While viewing a webpage, tap **Saved**.
2. On the Saved tab, do any of the following:
  - Under Reading list, tap a thumbnail of the webpage you want to open.
  - Under Watch list, tap a thumbnail of the video clip you want to open.
  - Tap  to see more options.



## Viewing your browsing history

1. While viewing a webpage, tap  > History.  
You can also press and hold .
2. On the History tab, tap a time period to see a list of webpages you've visited.

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### Clearing your browsing history


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1. While viewing a webpage, tap  > History.
2. On the History tab, tap  > Clear all.

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### Viewing a page that you often visit



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1. While viewing a webpage, tap  > History.
2. On the Most visited tab, navigate to the page you want to view, and then tap the page.

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### Clearing the list of most visited pages

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1. While viewing a webpage, tap  > History.
2. On the Most visited tab, tap  > Clear all.

## Downloading files and apps

You can download files and apps directly from your favorite websites.



Files and apps downloaded from the Web can be from unknown sources. To protect HTC One XL and your personal data, we strongly recommend that you download and open only the files you trust.


1. Open your web browser, then go to the website where you can download the file you want.
2. Do any of the following:
  - Follow the website's download instructions for apps.
  - Press and hold an image or a web link, and then tap **Save link**.

Before you can install the downloaded app, you need to set HTC One XL to allow installation of third-party apps in **Settings > Security > Unknown sources**.

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### Viewing your downloads

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1. From the Home screen, tap  > Downloads.
2. Tap the file to open it.

## Setting browser options


Customize the web browser to suit your browsing style. Set display, privacy, and security options when using the web browser.

From the browser screen, tap  > **Settings**.

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### Setting your homepage

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1. From the browser screen, tap  > **Settings**.
2. Tap **General** > **Set homepage**.
3. Select the homepage you want to use.


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### Choosing when to show content compatible with Adobe Flash

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Choose which Adobe® Flash content you want to see on a webpage, and when you want to view it.

1. From the browser screen, tap  > **Settings**.
2. Tap **Advanced** > **Enable Flash and plug-ins** > **On demand**.

After selecting **On demand**, you can show the Adobe Flash content by tapping  on the webpage.

# Photos, videos, and music

## Gallery

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### About the Gallery app

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Reminisce on good times. Use Gallery to view all your photos and videos that are on HTC One XL or your online albums.


You can even:

- Add photo frames and apply effects.
- Trim your videos.
- Share to your social networks, photo sharing sites, and more.
- View your photos and videos on a big screen TV.

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### Viewing photos and videos

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1. From the Home screen, tap  > **Gallery**.
2. Tap a photo or video album.
3. Tap a photo or video to view it in full screen.



While viewing a photo in full screen, tap anywhere on the screen, and then tap **More > Show on map** to see the location where you took the photo. (**Show on map** is available when you've enabled **Geo-tag photos** in Camera.)

### Starting a photo slideshow

1. Tap a photo album.
2. Tap **Play**.

During the slideshow, tap the screen to show the controls. Tap  to set slideshow preferences.

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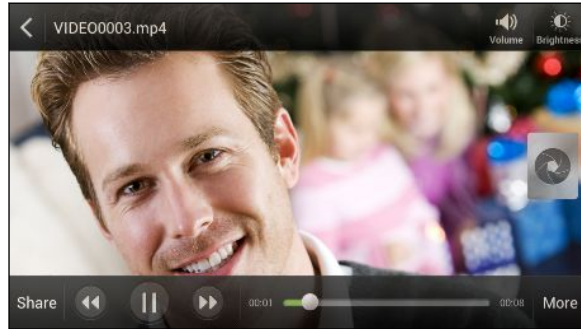
## Watching a video

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1. Tap a video album and then tap a video.
2. Tap the onscreen controls to control the video playback, adjust the volume, capture an image during playback, and more.



Tap **More** > **Select player** to share the video on your home network.



### Taking a photo while watching a video

While you're watching a video in Gallery, tap  to capture a still shot.

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## Editing your photos and videos

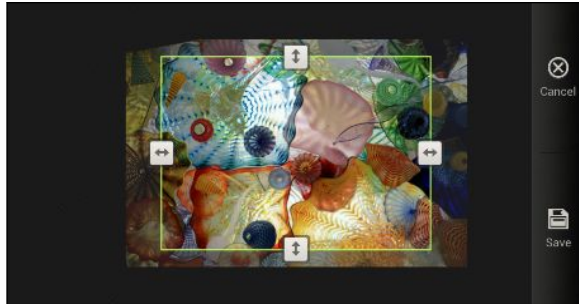
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### Rotating a photo

1. On the Gallery app's Albums screen, tap an album.
2. Press and hold a photo, and then tap **Edit** > **Rotate left** or **Rotate right**.

### Cropping a photo

1. On the Gallery app's Albums screen, tap an album.
2. Press and hold a photo, and then tap **Edit > Crop**. You'll see a crop box around the photo.
3. You can:
  - Drag the crop box over the part of the photo you want to crop.
  - Press and hold the edge of the crop box. When directional arrows appear, drag your finger inward or outward to resize the crop box.



4. Tap **Save**.

The cropped photo is saved as a copy. The original photo remains unedited.

### Adding photo effects

1. On the Gallery app's Albums screen, tap an album.
2. Press and hold on a photo, and then tap **Edit > Effects**.
3. Tap an effect to apply to the photo.
4. Tap **Save**.


The enhanced photo is saved as a copy. The original photo remains unedited.


### Adding custom photo effects

Are the existing photo effects not exactly what you are looking for? You can make your own photo effects in Gallery.



You can only add effects to photos that are stored locally.

1. On the Gallery app's Albums screen, tap an album.
2. Press and hold a photo, and then tap **Edit > Effects**.
3. Tap  **> +**.
4. Tap a filter.
5. Drag the slider to get the effect you want.

6. You can do any of the following:
  - Add more than one filter to create a complex effect.
  - Rearrange filters to modify the effect. Press and hold the filter you want to move. Then drag it to a new position.
  - Remove filters. Press and hold the filter you want to remove. Then drag it to **Remove**.
  - Tap  to add a frame to your photo.
7. Tap **Done** to apply the effects to your photo.



To save your custom effects for future use, tap **Save Preset**.

8. Tap **Save**.


### Trimming a video

Remove unwanted scenes from a video you recorded on HTC One XL.

1. On the Gallery app's Albums screen, tap an album.
2. Press and hold the video you want to edit, and then tap **Trim**.
3. Drag the two trim sliders to the part where you want the video to begin and end.



As you drag a slider, you'll see time markers and video frames. The one in the middle is your start or end frame.

4. Tap  to preview your video.
5. Tap **Done**.



The trimmed video is saved as a new file. The original video remains unedited.

## Viewing photos in your social networks

Right in the Gallery app, check what you and your friends have uploaded to your social networks or photo sharing sites.



Log on to your accounts before you start viewing online photos.

1. From the Home screen, tap  > **Gallery**.
2. On the top bar, tap , and then tap a social network or photo sharing site.
3. Tap an account to start viewing photos in that account.





To comment on a photo, press and hold a photo thumbnail and then tap **Add comment**.

## Sending your photos and videos

Send photos and videos to your computer or to another device via email, MMS, or Bluetooth.

### Sending photos or videos by email



You can send several photos, videos, or both in an email message. They are added as file attachments in your email.

1. From the Home screen, tap  > **Gallery**.
2. Tap the album that has the photos or videos you want to share.
3. Tap **Share**, and then tap **Gmail** or **Mail**.
4. Select the photos or videos you want to share and then tap **Next**.
5. Compose your message and then tap  (**Gmail**) or **Send** (**Mail**).



If you selected **Mail** and you have multiple email accounts, the default email account will be used.


### Sending a photo or video by MMS

1. From the Home screen, tap  > **Gallery**.
2. Tap the album that has the photos or videos you want to share.
3. Tap **Share** > **Messages**.
4. Tap the photo or video you want to send. The photo or video is automatically added into the MMS message.
5. To add another photo or video to your slideshow attachment, tap  and then tap **Picture** or **Video**.
6. Compose your message and then tap **Send**.



## Sending photos or videos using Bluetooth

Use Bluetooth to send photos and videos to another device or to your computer.

1. From the Home screen, tap  > **Gallery**.
2. Tap the album that has the photos or videos you want to share.
3. Tap **Share** > **Bluetooth**.
4. Select the photos or videos you want to share and then tap **Next**.

You'll be asked to turn on Bluetooth and connect to the receiving Bluetooth device so the files can be sent.

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## Sharing your photos and videos on the Web

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Use the Gallery app to share photos and videos straight to your social networks. And you can post videos on YouTube.




You can also share a photo or video right after you've captured it.

## Sharing photos or videos on Facebook



Log in to your Facebook account before you upload photos or videos.

1. From the Home screen, tap  > **Gallery**.
2. Tap the album that has the photos or videos you want to share.
3. Tap **Share** > **Facebook for HTC Sense**.
4. Select the photos or videos you want to share and then tap **Next**.
5. Select which album to upload to and set privacy settings for the uploaded photos or videos.




Tap **Add tag and description** to enter a caption on each photo or video or tag friends on your photos. If you're sharing several photos or videos, slide to the left to go to the next one. Remember to tap **Save** after you're done.

6. Tap **Done**.

## Sharing photos and videos on Flickr



Log in to your Flickr® account before you upload photos or videos.

1. From the Home screen, tap  > **Gallery**.
2. Tap the album that has the photos or videos you want to share.
3. Tap **Share** > **Flickr**.

4. Select the photos or videos you want to share and then tap **Next**.
5. Select which album to upload to and set privacy settings for the uploaded photos or videos.





Tap **Add tag and description** to enter a caption on each photo or video or tag friends on your photos. If you're sharing several photos or videos, slide to the left to go to the next one. Remember to tap **Save** after you're done.

6. Tap **Done**.

### Sharing photos on Picasa




Sign in to your Google Account before you upload photos to Picasa™.

1. From the Home screen, tap  > **Gallery**.
2. Tap the album that has the photos you want to share.
3. Tap **Share** > **Picasa**.
4. Select the photos you want to share and then tap **Next**.
5. Enter a caption for the photos you're uploading.
6. Select the online album where you want to upload the photos, or tap  to create a new album.
7. Tap **Upload**.

### Sharing videos on YouTube

Upload your videos to YouTube and become an instant sensation.



1. From the Home screen, tap  > **Gallery**.
2. Tap a video album, and then tap **Share** > **YouTube**.
3. Select the videos you want to share and then tap **Next**.
4. Tap the Google Account that you want to use, accept the Terms of Service, and then select which data connection to use to upload the videos.
5. Enter a title and description for the videos you're uploading.
6. Select a privacy option for the videos or tag them for easy searching.
7. Tap **Upload**.

## Music

### Browsing music in the library



You need to copy music files to HTC One XL first to use the Music app to play music.





1. From the Home screen, tap  > Music > My phone.
2. Tap  to browse a category, such as Artists or Albums.

### Listening to music


Enjoy your favorite songs on HTC One XL using the Music app.

1. While browsing your music collection, tap a song to play it.
2. Tap the onscreen icons to control music playback, repeat songs, and more.




	Press and drag your finger across the progress bar to jump to any part of the song.
	Show options for adding the song to a playlist, sharing the song, and more.
	Turn shuffle on or off. (Shuffle is off when button is gray.)
	Cycle through the repeat modes: repeat all songs, repeat current song, and don't repeat.

### Finding music videos on YouTube

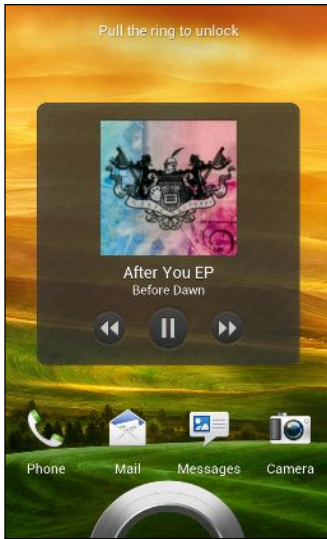
It's easy to find music videos of the song you're listening to on YouTube. On the Now playing screen, tap  > Search > YouTube.

### Updating album covers

1. On the Now playing screen, tap  > Update album art.
2. Choose whether to automatically or manually update all album covers or update just the current song on the Now playing screen.

## Playing music from the Lock screen

When you're listening to music and the screen turns off, press POWER to turn the screen back on and control the music playback directly on the Lock screen.



You can also pause music playback right from the Notifications panel.

## Making your music sound better

When you plug in your headset, HTC One XL automatically turns on the Beats Audio profile to give you an enhanced sound experience.



To turn the Beats Audio profile on or off, slide the Notifications panel open, and then tap  > **Sound** > **Sound enhancer**.

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## Creating a playlist

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Personalize your music experience by creating music playlists. Make a playlist containing just your favorite songs or create one to match your mood for the day. You can make as many playlists as you like.

1. From the Home screen, tap  > **Music** > **My phone**.
2. Start playing a song that you want to add to a new playlist.
3. Tap  > **Add to playlist**.




If there are no existing playlists, you will be prompted to enter a new playlist name.



4. On the Select playlist screen, tap .

5. Enter a playlist name.
6. Tap **Save**.



You can also add additional songs while creating a new playlist. Tap  > **Add songs** to add more songs.




### Playing the songs in a playlist

1. From the Home screen, tap  > **Music** > **My phone**.
2. Tap  > **Playlists**.
3. Tap a playlist, and then tap the song you want to play first.



When you tap a song in the list to play it, the Now playing screen is updated with the songs from your playlist.

### Managing playlists


After creating a playlist, you can add more songs to it, rearrange their order, and more.

1. From the Home screen, tap  > **Music** > **My phone**.
2. Tap  > **Playlists**, and then tap the playlist you want to edit.
3. Tap  > **Edit playlist**.

#### Add songs

1. Tap  > **Add songs**.
2. Tap  to choose a category, and then browse for songs.
3. Select the songs you want to add to the playlist, and then tap **Add**.

#### Rearrange songs

Press and hold  next to the song title you want to move, and then drag it to its new position.

#### Delete songs




Select the songs you want to remove from the playlist.

#### Change playlist name

Type the new name of the playlist in the title text box.

4. Tap **Save**.

### Deleting playlists



1. From the Home screen, tap  > **Music** > **My phone**.
2. Tap  > **Playlists**.
3. You can:
  - Press and hold the playlist you want to delete, and then tap **Delete playlist**.
  - Tap  > **Delete playlists** to remove several playlists.

---

## Setting a song as a ringtone



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Pick a song from your Music library and set it as your ringtone or as ringtone for a favorite contact.

1. From the Home screen, tap  > **Music** > **My phone**.
2. Find the song that you want to set as a ringtone.
3. Tap  > **Set as ringtone**.
4. Tap **Phone ringtone** or **Contact ringtone**. If you select **Contact ringtone**, choose the contacts you want to associate the ringtone with.

### Trimming an MP3 ringtone

Use the Music app's ringtone trimmer if you want to set only a part of the song as ringtone.

1. When you find the song that you want, tap  > **Set as ringtone** > **Trim the ringtone**.
2. Drag the trim sliders  to the part where you want the ringtone to begin and end.  
  
For a more precise trimming, tap the left or right arrow buttons. Time markers indicate where you are on the song.
3. When you're done trimming, tap **Set as**.
4. Choose whether to set your trimmed song as your **Phone ringtone** or **Contact ringtone**.





You can see your new ringtone in the phone settings. Slide open the Notifications panel, and then tap **Settings** > **Sound** > **Phone ringtone**.

---

## Sharing music using Bluetooth

---

Choose a song from the Music app's library and use Bluetooth to send it to another device or your computer.




1. From the Home screen, tap  > **Music** > **My phone**.
2. Find the song you want to send.
3. Tap  > **Share** > **Share file** > **Bluetooth**.


You'll be asked to turn on Bluetooth on HTC One XL and connect to the receiving Bluetooth device so the music can be sent.

## Movie Editor

### Creating a new slideshow with Movie Editor



Want a novel way to share your photos and videos? Movie Editor lets you make short theme-based slideshow movies complete with transitions and background music.

1. From the Home screen, tap  > **Movie Editor**.
2. Tap , and then enter a title for your slideshow.
3. Tap **Select a theme**. Themes include slide transitions, the default theme music, and motion background.
4. Tap the theme you want, and then tap **Done**.
5. Tap , select the photos and videos from Gallery, and then tap **Next**.
6. Edit your slideshow:

Insert items between existing photos and videos	Tap an existing photo or video, and then tap <b>Insert</b> . Select the items to add, and then tap <b>Next</b> . New items are inserted before the item you tapped.
Trim a video	Tap an existing video, and then tap <b>Trim</b> . Drag the two trim sliders to the part where you want the video to begin and end, and then tap <b>Done</b> .
Reorder photos and videos	Press and hold a photo or video and drag it to a new position.
Remove photos and videos	Tap the photo or video you want to remove, and tap <b>Remove</b> .
Change the theme	Tap the theme name to choose another theme.
Preview the slideshow	Tap  to start viewing your slideshow.



Movie Editor automatically saves your movies so you don't have to worry about losing any changes you make.

### Changing the soundtrack

1. In the slideshow, tap  > .
2. Tap **Choose music track** to choose a song stored on your phone.

If you have videos in your slideshow, you can balance the volume levels of the audio in the videos with the soundtrack. Simply drag the volume slider to the level you want.

### Sharing your slideshow from Gallery

1. In Movie Editor, find the slideshow you want to share from Gallery and tap it.
2. Tap  > .
3. Choose a resolution.
4. Tap **Close**.

5. In Gallery, tap the **Movie Editor** album, and then tap **Share**.
6. Choose how you want to share your slideshow.

## Wireless Display

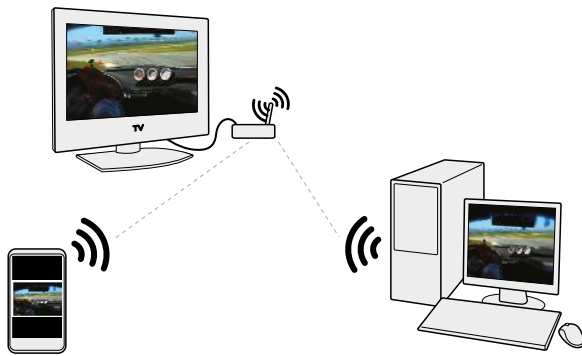
### Sharing your media on a big screen

Share photos, videos, and movies with your friends on a big screen. Simply connect HTC One XL to your home network and instantly share your photos, videos, movies, and music on your DLNA® compliant devices.

Don't have a DLNA setup at home? Don't worry. You can purchase HTC Media Link HD and hook it up to an HDMI display. Refer to the documentation that comes with Media Link HD to find out how to set it up and use it with HTC One XL.



- If you'll be using a DLNA compliant TV or audio system, refer to its documentation on how to connect it to your home network.
- You'll need to use Media Link HD with HTC Watch™ to display movies and trailers on a big screen TV.



1. Connect HTC One XL to your home network via Wi-Fi.
2. Open the Gallery, HTC Watch, or Music app.
3. Locate the media that you want to share, and then tap it.
4. Do one of the following:

While viewing photos or videos in Gallery	Tap the screen to show the controls, and then tap <b>More &gt; Select player</b> .
While playing music in Music	Tap <b>⋮ &gt; Select player</b> .
While playing a movie in HTC Watch	Tap <b>TV</b> .




5. Choose the device on your network where you want to play the media.
6. Once connected to the other device, tap the onscreen controls to control playback, adjust the volume, and more.



For more information about DLNA, visit [www.dlna.org](http://www.dlna.org).


# Accounts and sync

## Adding your social networks, email accounts, and more

1. Slide the Notifications panel open, and then tap  > **Accounts & sync**.
2. Tap **+**.
3. Tap the account type you want to add.
4. Follow the onscreen instructions to enter your account information.

## Adding one or more Google Accounts

Sign in to your Google Account to see your Gmail, contacts, and calendars, and to use Google apps on HTC One XL.

1. Slide the Notifications panel open, and then tap  > **Accounts & sync**.
2. Tap **+**.
3. Tap **Google**.
4. Follow the onscreen instructions to sign in to an account or create a new account.



If you added more than one Google Account, apps such as Gmail can allow you to switch between your accounts.

### Forgot your Google Account password?

If you have forgotten your Google Account password, you can try to recover it by going to the Google website.


1. On HTC One XL or on your computer, open your web browser
2. Go to [www.google.com/accounts/recovery](http://www.google.com/accounts/recovery).
3. Select **I forgot my password**, and then enter the email address or username that you use to sign in to your Google Account.
4. Click **Continue**.
5. Follow the instructions on the screen to reset your password.

## Managing your online accounts

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### Syncing all your accounts automatically



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1. Slide the Notifications panel open, and then tap  > **Accounts & sync**.
2. Tap the Auto-sync **On/Off** switch to turn automatic sync on or off.

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### Syncing an account manually


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1. Slide the Notifications panel open, and then tap  > **Accounts & sync**.
2. Tap the account you want to sync.
3. Tap .

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### Changing the synced data or settings for an account

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1. Slide the Notifications panel open, and then tap  > **Accounts & sync**.
2. Tap the account that you want to update.
3. Tap the item you want to sync or edit.

---

### Removing an account

---

You can remove an account to delete all information associated with it from HTC One XL. Removing an account does not delete information from the online service itself.

1. Slide the Notifications panel open, and then tap  > **Accounts & sync**.
2. Tap the account that you want to remove.
3. Tap .

# People

## About the People app


With the People app, easily manage your communications with your contacts via phone, messaging, email, and social networks.

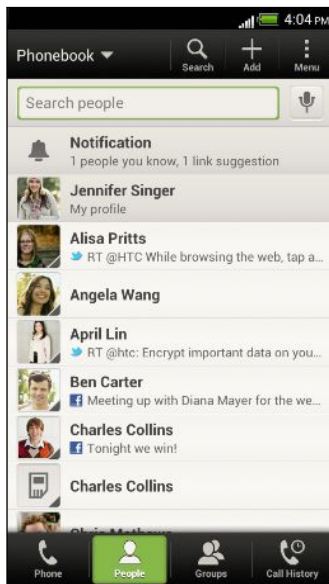
And, if you have the same contacts from different sources, you can merge their contact information so you won't have duplicate entries.

To open People, from the Home screen, tap  > People.

## Your contacts list

The People app lists all contacts stored on HTC One XL and from the online accounts you're logged in to.

Your contacts list also displays the contacts stored on your SIM card (marked with ).



You can:

- View your profile and edit your contact information.
- Create, edit, or find contacts.
- See status updates.
- Tap a name to see that contact's stored information.
- See a notification icon when a contact has sent you new messages or when it's the contact's birthday.
- Check out who's online in Google Talk™. Online status icons are displayed if you're signed in to Google Talk.

## Filtering your contacts list

Choose which account contacts to show.

1. On the People tab, tap ▼ on the top bar.
2. Choose the online accounts that contain the contacts you want to display.
3. Press <.



To set your contact sorting options, tap ☰ > Settings.


## Setting contact search options

In addition to searching contacts by name, you can also search by other criteria such as by their group name or company.

1. On the People tab, tap ☰ > Settings.
2. Tap Search contacts by, and then choose the types of criteria to search for.

## Setting up your profile

Store your personal contact information to easily send it to other people.

1. On the People tab, tap My profile.
2. Tap Edit my contact card.
3. Enter or edit your name and contact details.
4. Tap  (or the current photo) to change your contact photo.
5. Tap Save.

## What you can see on your profile


When you tap My profile, you'll see the following tabs:

	<b>Details</b>	Shows your contact details. You'll also see your most recent posts in social networks (if you're signed in to social networks.) You can also edit your profile or share it with others.
	<b>Updates</b>	Shows the updates that you've posted in your social networks.
	<b>Gallery</b>	Shows your social network albums and photos.

## Adding a new contact

1. On the People tab, tap **+**.
2. Tap the **Name** field, and then enter the contact name.



Tap  if you want to separately enter the contact's first, middle, and last name. Depending on the contact type, you may also be able to add a name prefix (such as Dr.) or a name suffix (such as Ph.D).

3. Select the Contact type. This determines which account the contact will sync with.



Some fields may not be available when you're adding contacts to your SIM card.


4. Enter the contact information in the fields provided.
5. Tap **Save**.

---



### Finding people you know on social networks

---

HTC One XL automatically searches for your phone contacts on different social networks you're signed into. Based on matching email addresses and contact details, you can send requests to your contacts to join your social network.

To turn this feature on or off, tap  > **Settings** on the People tab, and then select or clear the **Find people you know** option.



To manually refresh the list of people suggestions, tap  > **Manage contacts** > **Linked contacts**. On the Notifications tab, tap  > **Refresh**.

---

### Sending social network requests to your contacts

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1. Tap the People you know notification (when it's available on the People tab).
2. Choose the people to follow or send friend requests using the social networks you're signed into.

## Importing or copying contacts

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### Importing contacts from your SIM card

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1. On the People tab, tap  > **Manage contacts**.
2. Tap **Import/Export contacts** > **Import from SIM card**.
3. If you have a Google or Exchange ActiveSync account, tap the type for the imported contacts.
4. Select the contacts you want to import.
5. Tap **Save**.

---

## Importing a contact from an Exchange ActiveSync account

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1. On the People tab, enter the contact's name or email address in the search box.
2. Tap **Search contacts in your Company Directory**.
3. Tap the name of the contact you want copied to HTC One XL.
4. Tap **+** to save the contact to your Exchange ActiveSync account.

---

## Copying contacts from one account to another

---

1. On the People tab, tap **☰** > **Manage contacts**.
2. Tap **Copy contacts**, and then choose a contact type or online account to copy from.



Contacts from your social network accounts may not be copied.

3. Select a contact type or account you want to save to.

## Merging contact information

Avoid duplicate entries by merging contact information from different sources, such as your social network accounts, into one contact.

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### Accepting contact link suggestions

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When HTC One XL finds contacts that can be merged, you'll see a link notification when you open the People app.

1. On the People tab, tap the Link suggestion notification when available. You'll see a list of suggested contacts to merge.
2. Choose the contacts you want to merge.



If you don't want to receive contact link suggestions, on the People tab, tap **☰** > **Settings**. Clear the **Suggest contact link** option.



---

### Manually merging contact information

---

1. On the People tab, tap the name of the contact (not the icon or photo) you want to link.
2. Tap **🔗**.
3. You can:
  - Under **Suggest links**, tap **🔗** to link the contact to an account.
  - Under **Add contact**, tap one of the options to link to another contact.





## Breaking the link

1. On the People tab, tap the name of the contact (not the icon or photo) whose link you want to break.
2. Tap .
3. Under the **Linked contacts** section, tap  beside an account to break the link.

## Contact information and conversations

When you tap a contact on the People screen, the contact details screen opens.

The contact details screen has the following tabs:

	<p><b>Details</b></p> <p>Shows the information you've stored for the contact. Get in touch with the contact by tapping an option.</p>
	<p><b>Thread</b></p> <p>Shows SMS messages and emails you've received from the contact. It also lists all your incoming, outgoing, and missed calls to and from the contact.</p>
	<p><b>Updates</b></p> <p>Shows the contact's updates and events from social network accounts.</p> <p>If you see a notification of the contact's birthday under the Events section, you can tap the notification and choose how you want to greet your contact.</p>
	<p><b>Gallery</b></p> <p>Shows the linked contact's albums and photos.</p>


## Editing a contact's information



Social network contacts cannot be edited.

1. On the People tab, press and hold the contact, and then tap **Edit contact**.
2. Enter the new information.
3. Tap **Save**.

## Deleting contacts

1. On the People tab, tap  > **Delete contacts**.
2. Select the contacts you want to remove.
3. Tap **Delete**.





## Contact groups

Assign contacts to groups so you can easily send a message or email to a whole group. You can also sync groups on HTC One XL with the groups in your Google Account, accessible via your computer's web browser. We've also added the Frequent group as a special group type that automatically stores the contacts you dial or get calls from the most.

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### Creating a group




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1. On the Groups tab, tap **+**.
2. Enter a name for the group.
3. Tap  to select a photo for the group.
4. Tap  > **Add contact to group**.
5. Select the contacts you want to add, and then tap **Save**.
6. When your group is complete, tap **Save**.

---

### Editing a contact group

---

1. On the Groups tab, press and hold the group, and then tap **Edit group**.
2. You can:
  - Tap the group name to change the name. You can only change the name for groups that you have created.
  - Tap the icon next to the group name to change or remove the group photo.
  - Tap  > **Add contact to group** to add more members.
  - To rearrange the group members, press and hold  at the end of the contact's name, and then drag it to its new position.
  - Tap  beside a contact to remove it from the group.
3. Tap **Save**.

---

### Sending a message or email to a group

---





You will be charged for each text message sent. For example, if you send a message to a group of five people, you will be charged for five messages.

1. On the Groups tab, tap the group you want to send a message or email to.
2. Go to the Group action tab.
3. Choose if you want to send a text message or email.

---

## Rearranging your contact groups

---

1. On the Groups tab, tap .
2. Press and hold  at the end of the group to move, and then drag it to its new position.
3. Tap **Save**.

---


## Deleting groups

---



You can only delete groups that you have created.

On the Groups tab, you can:

- Press and hold a group you want to delete, and then tap **Delete group**.
- Tap  to choose several contact groups to remove.

## Adding People widgets

Stay close with the people that matter by adding a people widget for each of your groups.

1. Press and hold on an empty space on your Home screen.
2. On the Widgets tab, tap **All Widgets > People**.
3. Choose the widget style, and then drag it to a home screen thumbnail where you want to add it.
4. Select the group you want to add as a widget.
5. Repeat the above steps to add another People widget.

---

## Setting the default communication method

---

Choose the communication action (for example, call or send a message) when you tap a contact's photo on the People widget.

1. On the Home screen, go to the People widget.
2. Tap a contact's photo on the widget.
3. Tap the communication method you want for the contact.



If you need to change the default communication method, tap the contact's name (not the photo), and then tap **Set default action**.

---

## Getting in touch with a contact

---

1. On the Home screen, go to the People widget.
2. Tap a contact's photo (not the name) on the widget. The default communication method you've set for this contact will be performed.

## Sending contact information

1. On the People tab, do one of the following:


To send	Do this
Someone's contact information	Press and hold the name of the contact (not the icon or photo), and then tap <b>Send contact as vCard</b> .
Your contact information	Press and hold <b>My profile</b> , and then tap <b>Send my profile</b> .

2. Choose how you want to send the vCard.
3. Select the type of information you want to send.
4. Tap **Send**.


---

## Sending multiple contact cards

---

1. On the People tab, tap  > **Send contacts**.
2. Select the contacts whose contact information you want to share.
3. Tap **Send**.
4. Choose how you want to send the contact cards.

## Backing up your contacts


1. On the People tab, tap  > **Manage contacts**.
2. Tap **Import/Export contacts** > **Export to phone storage**.
3. Select an account or type of contacts to export, then tap **OK**.

---

## Restoring contacts

---

You can only restore contacts that were backed up using the **Export to phone storage** feature.

1. On the People tab, tap  > **Manage contacts**.
2. Tap **Import/Export contacts** > **Import from phone storage**.
3. If you have more than one account set up, tap the type for the imported contacts.

# Social

## Facebook for HTC Sense

Signing in to your Facebook® account from the Accounts & sync settings or the Facebook app (preinstalled or downloaded) automatically signs you in to Facebook for HTC Sense. Also, you may need to authorize Facebook for HTC Sense to connect to your Facebook account.

With Facebook for HTC Sense, you can:

- See your Facebook contacts and their status updates in People.
- See Facebook photos in Gallery.
- Check your friends' Facebook status updates in Friend Stream™.
- View Facebook events and friends' birthdays in Calendar.

## Twitter for HTC Sense

When you're signed in to Twitter™ for HTC Sense, you can see your Twitter contacts and their latest tweets in People. You can also send tweets and check your friends' tweets in Friend Stream.



If you have the Twitter app (preinstalled or downloaded), signing in to Twitter for HTC Sense does not sign you in to the Twitter app and vice versa. If you want to use the same Twitter account for both, you'll have to sign in to both using the same login info.

## About Friend Stream

With Friend Stream, you can share and get updates from friends in popular social networks in a single feed.

From the Home screen, tap  > **Friend Stream**.

When you tap someone's status update, you can:

- Write a comment.
- Like someone's Facebook posts.
- Look at someone's album photos.
- View the tweet. If there's a web link shared, you'll also see the posted webpage right below the tweet.


When you tap someone's photo or name, you can:

- Check the person's profile details.
- Look at the person's Facebook wall.
- Check the person's posted tweets.

Tap ▼ to display posts from a particular social network.

Slide to the other tabs to see more options. You can tap ≡ > **Edit tabs** to customize the Friend Stream tabs.

## Updating your status in Friend Stream

1. On the All tab, tap +.
2. Enter your status update.
3. If you do not want to send the status update to all your social network accounts, tap ≡, and then clear the social networks to exclude.
4. Tap Done.
5. Tap .
6. Choose what you want to attach to your status update.
7. Tap Post.


## Enjoying Facebook in Friend Stream

Post your status updates, write messages on walls, or check in to a place.

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### Posting a message on a friend's Facebook wall

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1. In Friend Stream, tap ▼ > Facebook.
2. Tap + > My wall.
3. Tap a friend from the list.
4. Enter your message.
5. Tap  to attach a photo.
6. Tap Post.

---

### Commenting on and liking Facebook posts

---

Tap someone's status update on the All tab, and do any of the following:

- Tap a photo or the album name shown in the status update to view and comment on the album photos using the Gallery app.
- Like the person's status update.
- Tap the text box, and then enter what you think about the person's status update.

---


## Checking in to a place

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Let your Facebook friends know where you are by checking in to a place.



In order to find your location, you need to enable location sources in **Settings > Location**.

1. Go to the Locations tab, and then tap .
2. Tap a place from the list.
3. Tap **Check in**.
4. Add your status message and even tag the friends you're with.
5. Tap **Check in**.




## Tweeting in Friend Stream

1. In Friend Stream, tap  > **Twitter for HTC Sense**.
2. Tap .
3. Enter your tweet.
4. Tap  or  to add a picture or your current location to your tweet.
5. Tap **Post**.


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## Searching for Twitter users to follow

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1. On any of the tabs, tap .
2. Type a Twitter name in the search box.
3. Tap .
4. In the search results, tap the Twitter user you want to follow.
5. Tap  > **Follow**.

### Unfollowing a Twitter user

1. On the All tweets tab, tap the Twitter user you want to stop following.
2. Tap  > **Unfollow**.

---

## Sending a direct message

---

You can only send a direct message (DM) to someone who is following you.

1. On the DMs tab, tap **+**.
2. Enter the name of a Twitter user in the **To** field.
3. Enter your message, and then tap **Post**.

You can also send a direct message when you press and hold a tweet of the person you want to send the direct message to, and then tap **Send direct message** on the options menu.

---

### Replying to or retweeting a tweet

---


1. On the All tweets tab, tap the tweet you want to reply to or retweet.
2. Tap **Reply** or **Retweet**.
3. Enter your reply or add a personal note to the tweet.
4. Tap **Post**.

## Chatting in Google Talk

Google Talk is Google's instant messaging program. It lets you communicate with other people that also use Google Talk.

To open Google Talk, on the Home screen tap  > **Talk**.




To learn what you can do and get help in Google Talk, tap  > **Help**.

## Using Google+

With Google+™, you can check your friends' updates, post updates of your own, and chat with friends in your Google+ circles.

To open Google+, on the Home screen, tap  > **Google+**



To learn what you can do and get help in Google+, tap  > **Help**.



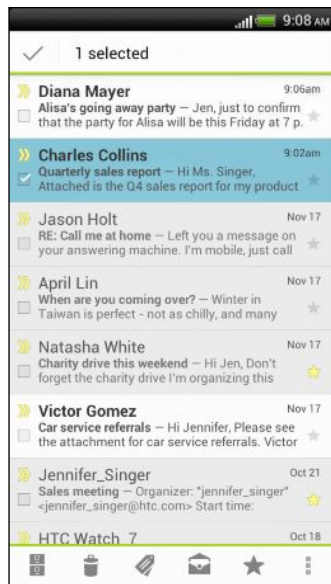
# Email

## Gmail

### Viewing your Gmail Inbox

All your received email messages are delivered to your Inbox.

From the Home screen, tap  > Gmail.



**Archive, delete or label multiple conversations**

Tap the check box before the email message or conversation. Then tap the onscreen buttons at the bottom to choose what to do with the selected messages or conversations.


**Display drafts, sent messages, and other labels**

Tap **Inbox** at the top bar and then tap another label (such as **Sent**, **Drafts**, or your created label) to view its messages and conversations.

**Switch to your other Gmail account**



Tap **Inbox** at the top bar, and then tap the account you want to switch to.

### Sending an email message in Gmail



1. In the inbox of the Gmail account you want to use, tap .
2. Fill in one or more recipients.



Want to loop in more recipients in a carbon copy (Cc) or blind carbon copy (Bcc) of the email message? Tap  > **Add Cc/Bcc**.

3. Enter the email subject, and then compose your message.
4. If you want to attach a photo, tap  > **Attach file**.
5. Tap  to send.

### Replying to or forwarding email messages in Gmail

1. In the Gmail inbox, tap the email message or conversation.
2. To reply to the sender, tap . Or, tap  and choose whether to **Reply all** or **Forward**.

3. Do one of the following:
  - If you're replying to the sender or you selected **Reply all**, enter your reply message.
  - If you selected **Forward**, specify the message recipients.



Tap **Respond inline** if you want to interleave your new message with the received email. But this removes any attachments or formatting in the original email message.

4. Tap  to send.

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## Getting help

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To find out more about using Gmail, in the Gmail inbox, tap  > **Help**.

## Mail

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### Adding a POP3/IMAP email account

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1. From the Home screen, tap  > **Mail**.
2. Do one of the following:
  - If this is the first email account you're adding in Mail, tap **Other (POP3/IMAP)** on the Choose a mail provider screen.
  - If you've already added an email account in Mail, tap  > **New account** > **Other (POP3/IMAP)**.
3. Enter the email address and password for your email account and then tap **Next**.



If you're asked to enter more email settings, ask your email service provider for assistance.



4. Enter the account name and your name and then tap **Finish setup**.

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### Adding a Microsoft Exchange ActiveSync account

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You can sync with Microsoft Exchange Server 2003 Service Pack 2 (SP2) or later.

1. From the Home screen, tap  > **Mail**.
2. Do one of the following:
  - If this is the first email account you're adding in Mail, tap **Microsoft Exchange ActiveSync** on the Choose a mail provider screen.
  - If you've already added an email account in Mail, tap  > **New account** > **Microsoft Exchange ActiveSync**.

3. Enter the Exchange ActiveSync account details, and then tap **Next**.



If your corporate Exchange Server does not support auto-detect, you'll need to enter your Exchange Server settings. Ask your Exchange Server administrator for details.

4. Choose the sync options that you want, then tap **Next**.
5. Enter the account name, then tap **Finish setup**.

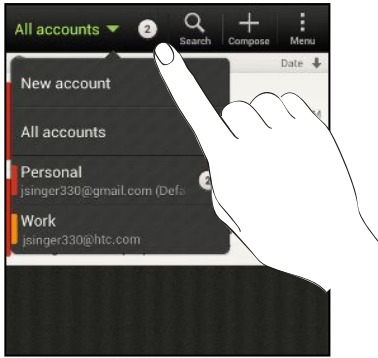
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## Checking your Mail inbox

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When you open the Mail app, it displays the inbox of one of your email accounts that you've set up on HTC One XL.

To switch between email accounts, tap the bar that shows the current email account, and then tap another account.



### Viewing the unified inbox of all your email accounts

You can view email messages from all your accounts just in one place without having to switch to different accounts.

Just tap the bar that shows the current email account, and then tap **All accounts**. Email messages are color coded so you can easily distinguish which email accounts they belong to.



Up to 15 email accounts can be shown in the unified inbox.



### Organizing email messages

Do you have a big pile of email messages in your inbox? Organize your email messages into tabs and quickly find the messages you want.

1. Switch to the email account that you want to use.
2. In the inbox, tap **☰** > **Edit tabs**.
3. Press and hold a tab, and then drag it to the bottom row to add.
4. Press **◀** and then slide to the added tab.

## Manually refreshing an email account

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

- While viewing an email account, tap  > **Refresh**.
- If you have several email accounts, you can refresh them all at the same time. Go to the All accounts inbox first. Then tap  > **Refresh**.

## Sorting email messages

Customize how you sort your email messages.

In an email account inbox, tap  > **Sort**, and select from the sorting options.





To quickly scroll through the message list based on the sorting option you've selected, press and hold two fingers on any email message, and then drag upward or downward.


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## Sending an email message

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1. From the Home screen, tap  > **Mail**.
2. Switch to the email account that you want to use.
3. Tap .
4. Fill in one or more recipients.



Want to loop in more recipients in a carbon copy (Cc) or blind carbon copy (Bcc) of the email message? Tap  > **Show Cc/Bcc**.

5. Enter the subject, and then compose your message.
6. Do any of the following:
  - Add an attachment. Tap **Attach** and then choose what you want.
  - Set the priority for an important message. Tap  > **Set priority**.
7. Tap **Send**, or to send it later, tap **Save**.


## Resuming a draft email message

1. In an email account inbox, tap  > **Folder** > **Drafts**.
2. Tap the message.
3. When you finish editing the message, tap **Send**.

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## Reading and replying to an email message

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1. From the Home screen, tap  > **Mail**.
2. Switch to the email account you want to use.


3. In the email account inbox, tap the email message or conversation you want to read.



If you want to read a particular message inside an email conversation, tap  to expand the conversation, and then tap the email message.

4. Tap **Reply** or **Reply All**.





Tap  for more actions for the email.

### Where are my unread email messages?

Unread email messages display in bold in your inbox. If you're viewing the unified inbox of all your email accounts, color bars also appear next to unread email messages. The color bars also indicate the email account from where the email message is received.

To group all unread email messages, add the Unread tab to your inbox.

1. Switch to the email account you want to use.
2. In the inbox, tap  > **Edit tabs**.
3. Press and hold **Unread**, and then drag it to the bottom row to add.
4. Press , and then tap the Unread tab.

### Saving an email message in the Tasks app



Save an email message in your Tasks list so you can remind yourself when to reply.

1. In an email account inbox, press and hold the email message, and then tap **Save as task**.
2. On the New task screen, enter the task details, and then tap **Save**.

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### Searching email messages

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1. Tap .
2. If you want to refine or filter your search, tap , check the search options, and then tap **OK**. For example, you can focus the search on a part of an email or filter email messages that have attachments or tagged as high priority.
3. In the search box, enter the words you want to search for.

Tap a result to open the email message.

## Searching for emails from a contact

Do you remember the sender, but can't find a particular email from him or her?

1. Switch to the email account you want to use.
2. Press and hold an email message from a contact.
3. Tap **Search the mail from the sender**. A list of email messages from that contact appears.

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## Working with Exchange ActiveSync email

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### Flagging an email

1. Switch to your Exchange ActiveSync account.
2. While viewing the inbox, tap the flag icon that appears beside an email message or conversation.




To flag an email message inside a conversation, tap  to expand the conversation, and then tap the flag icon of the email message.

### Setting your Out of the office status

1. Switch to your Exchange ActiveSync account.
2. Tap  > **Out of the office**.
3. Tap your current office status, and then select **Out of the office**.
4. Set the dates and times.
5. Enter the auto-reply message.
6. If you want a different auto-reply message for recipients outside your organization, tap the **Send auto reply message to external recipient** option, and then enter the auto-reply message in the box that appears.
7. Tap **Save**.

### Sending a meeting request

1. Switch to your Exchange ActiveSync account.
2. Tap  > **New meeting invitation**.
3. Enter the meeting details.
4. Tap **Save**.

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
## Managing email messages

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### Moving email messages to another folder

1. Switch to the email account you want to use.
2. Select the email messages you want to move.




To select all, select one email message first, and then tap  > **Select all**.

3. Tap **Move to**, and then select a folder.

### Deleting email messages


1. Switch to the email account you want to use.
2. Tap the check buttons of email messages you want to delete.



To select all, select one email message first, and then tap  > **Select all**.

3. Tap **Delete**.

### Switching to other mail folders


1. In an email account inbox, tap  > **Folder**.
2. Tap the mail folder that contains the messages you want to view.

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## Changing email account settings

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You can change your email notification settings, add an email signature, delete an account and more.


1. Switch to the email account whose settings you want to change.
2. Tap  > **Settings**.


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## Syncing email less frequently

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When you don't need to sync email frequently, such as when you're watching video or driving, use Smart Sync to automatically extend the time before HTC One XL syncs your email account. Smart Sync helps you save battery power.

1. Switch to the email account where you want to use Smart Sync.
2. Tap  > **Settings** > **Sync, Send & Receive**.
3. Tap **Peak time sync** > **Smart Sync**.

4. Tap **Off-peak sync** > **Smart Sync**.
5. Press .

Smart Sync then extends the email synchronization time after each auto sync time passes and you don't open the Mail app. To sync your email at any time, open the Mail app and check your inbox.



# Calendar

## About Calendar





Never miss an important date again. Use the Calendar app to schedule your events, meetings, and appointments.

You can set up HTC One XL to stay in sync with calendars such as Google Calendar, Outlook Calendar, and Microsoft Exchange ActiveSync Calendar.


If you've signed into your social network accounts, related calendar events will appear in Calendar.

## Creating an event


You can create events that sync with your Google or Exchange ActiveSync calendars, as well as events on HTC One XL.

1. From the Home screen, tap  > **Calendar**.
2. On any Calendar view, tap .
3. Tap , and then select the calendar to which you will add the event.
4. To invite people, tap  and choose who you want to invite.
5. Enter and set the event details.
6. Tap **Save**.

## Viewing the Calendar

1. Tap a Calendar tab.
2. Do any of the following:
  - In any Calendar view, return to the current date by tapping **Today**.
  - Events in day, week, and agenda views are color coded to indicate which account or type of calendar they belong to. To find out what each color represents, tap .



If you don't see a Calendar tab, tap  > **Edit tabs**, press and hold a Calendar tab, and then drag it to the bottom row.