2. On the account screen, touch **Social Preference Settings** to configure the settings.

4.8.4 Adding the Streams Widget to the Home Screen

Touch and hold the blank area of the Home screen. In the displayed menu, touch **Add widget** > **Friends Stream** to add Streams to the Home screen.
Using the widget, you can quickly access Streams, or directly browse the latest events and update the status of your friends on the Home screen.

4.9 Managing Groups

You can create your own groups or use the phone's default groups such as Work, Family, and Friends.

4.9.1 Creating a Group

1. On the Home screen, touch ⠿ > **Contacts**, flick the tab page left, and touch **Groups**.

2. In the groups list, touchpress ⊞ , and then touch **Create group**.

3. Enter the name and picture you want to store for the group, and then give the group a ringtone.

4. Touch ⊞ > **Add Members** to add members on the group list.

5. Select the contacts to be added to the group, and then touch **OK**.

6. When you are finished, touch **Done** to save the group information.

4.9.2 Editing a Group

You can always make changes to the information you have stored for a group.

1. In the groups list, touch and hold the group whose details you want to edit, and then touch **Edit group** in the options menu.

2. Make the desired changes to the group information, and then touch **Done**. To cancel all changes you made to the group information, touch **Cancel**.

4.9.3 Adding a Contact to Your Groups

To add a contact to your groups, you can do any of the following:

- Touch and hold the contact you want to add to **Groups**. Then touch **Add to groups**.
- When editing a group, press ⊞, and then touch **Add Members** to select the contacts you want to add to group.

4.10 Joining and Separating Contacts

You may have duplicate contacts if you import contacts by:

- Adding an account, such as a Gmail account.
- Using the social networking services such as Facebook or Twitter. (If your phone has the Streams function, you can use it to access Facebook or Twitter.)
- Using other methods, such as exchanging emails.

To avoid duplication, join two or more contacts together to form a single contact.

(!) Availability of Facebook or Twitter may vary depending on your country or carrier. Please use them according to local laws and regulations.

4.10.1 Joining Contacts

(!) Make sure you have added an account and have duplicate contacts in Contacts.

1. On the Home screen, touch ⠿ > **Contacts**.
2. Touch a duplicated contact.
3. Touch **Joined Contacts** > **Add contact**.
4. Select the contact to be joined to combine two duplicate contacts.

Two contacts will be joined together and displayed as one contact. Touch the contact to view the joined information. If you touch the contact, and then touch **Joined Contacts**, you can see that the contact is joined together by two contacts.

4.10.2 Separating Contacts

If contact information from different sources was joined together with error, you can separate the contacts.

1. On the Home screen, touch ⠿ > **Contacts**.
2. Touch a contact to be separated.
3. Touch **Joined Contacts**.

4. Select a contact, and then it is separated.

The contact is then separated into two contacts and displayed as two contacts in **Contacts**.

4.11 Sending Contacts

You can send contacts as .vcf file via Bluetooth or Email.

1. In the contacts list, touch ⧄.
2. Select contacts that you want to send.
3. Touch **Send**.
4. Select the way you prefer to send the contacts you selected, for example Bluetooth or Email.

🔍 You can send one contact by another way. Touch and hold a contact, touch **Send contact**, and then select the way you prefer to send.

5 Using the Keypad

5.1 Choosing an Input Method

1. Touch and hold the space where you enter your text until the **Edit text** menu is displayed.
2. Touch **Input method**.
3. Select the input method.

The keyboard panel will be displayed automatically.

5.2 Using the Phone Keypad

⚠️ The following operations are applicable only to the **Huawei IME** input method.

Cursor:

$\bigvee$

To enter an upper character of one key, press alt first and then the desired key.

Cursor:

$\bigvee$

To enter only upper characters, press alt twice before typing. Press alt again to switch back to lower-case letters.

Cursor:

$\bigwedge$

To enter one upper-case letter, press aA first and then a key.

Cursor:

$\bigwedge$

To enter only upper-case letters, press aA twice before typing. Press aA again to input lower-case letters.

To switch input language, press aA + Space . The selected language will be displayed on the notifications bar.

	• Press 😊 to input a smiley face.
	• Press and hold 😊 to display all expressions.

	• Press sym to display all symbols.

5.3 Customizing Keyboard Settings

1. Touch ⠿ > **Settings** > **Language & keyboard**.

2. Select an input method to customize the keyboard settings.

6 Messaging

The Messaging application allows you to exchange text messages (SMS) and multimedia messages (MMS) with anyone using an SMS-or-MMS-capable phone. With the **Email** application you can read and send emails.

6.1 SMS and MMS

6.1.1 Opening Messaging

Touch ⠿ > **Messaging**.

6.1.2 Creating and Sending a Text Message

1. Touch ⠿ > **Messaging** > **New message**.

2. Enter a phone number or a contact's name in the **To** field, or touch 📇 to select a contact from **Contacts** or **Groups**.

As you enter the phone number or the contact's name, the phone displays possible matches from your contacts. Select a contact from the list of possible matches or continue entering.

After you select a contact or finish entering a number, add a comma and you can enter another recipient. You can also touch a previously entered contact again to edit or delete it.

3. Touch the composition text box to start entering your message.

🔧 While entering your message, you can touchpress 🎛 > **Insert contact** to insert contact information.

4. When you are ready to send the message, touch **Send**.

The message list opens, and your name appears in the list, followed by the message you just sent. Responses appear in the window. As you view and send additional messages, a message thread is created.

6.1.3 Creating and Sending a Multimedia Message

You can use multimedia messages to make everyday communications very special. You can record a message and send it as an audio file, sing 'Happy Birthday' and send it to friend, or send a slideshow of photographs of a special event. The possibilities are endless.

1. Touch ⠿ > **Messaging** > **New message**.

2. Enter a phone number in the **To** field, or touch 📇 to select a contact from **Contacts** or **Groups**.

3. Touch the composition text box to start entering your message.

🔧 If you want to enter a smiley face, touchpress 🎛 , and then touch **Insert smiley**.

4. TouchPress 🎛 to display the options panel.

- Touch **Add subject** to add the message subject. Your mobile phone is now in multimedia message mode.
- Touch **Attach** to add a picture, music, or video file.

5. When the message is ready to be sent, touch **Send**.

🔍 You can select a media file (music, video or picture) and send it as an attachment in a multimedia message. In **File Manager**, touch and hold a media file, and then touch **Share** > **Messaging**.

Adding a Slideshow

If you want to attach more than one file to your message, use the Slideshow option.

1. On the message editing screen, touch ⊞ to display the options panel.

2. Touch **Attach** > **Slideshow**, and then select a slide to start editing it.

3. Touch ⊞ and touch **More** > **Add slide** to add more slides.

4. Touch **Done** to finish composing your message and return to the multimedia message screen.

5. To alter your multimedia message, touch the slideshow on the multimedia message screen. When the message is ready to be sent, touch **Send**.

6.1.4 Opening and Viewing a Multimedia Message

1. In the message list, touch the message thread you wish to view.

2. Touch the multimedia message to view the message.

6.1.5 Replying to a Message

1. In the message list, touch a text or multimedia message thread to open it.

2. Touch the text box to compose your message, and then touch **Send**.

🔍 You can also do the following to reply to a message: TouchPress ⊞ > **Multiselect**. Select one or more message threads, and touch **Reply**.

6.1.6 Copying a Text Message to Notepad or Calendar

1. In the message list, touch a text message thread to open it.

2. Touch and hold one of the messages, and then touch **Copy message to**.

3. Touch **Notepad** or **Calendar** to save it as a note or an event.

For information about how to use **Notepad** or **Calendar**, refer to the relevant sections.

6.1.7 Customizing the Message Settings

In the message list, touch ▦ , and then touch **Settings** to customize the message settings.

6.2 Email

Your mobile phone also puts email at your fingertips. With your phone's **Email** application, you can use your email account with Yahoo!, AOL, or other popular email services on your phone.

6.2.1 Adding an Email Account

When using the **Email** application for the first time, you must configure an email account. The Email setup wizard helps you set up your account. A number of popular email systems are supported. You can work with the same email service that you use on your PC or you can select another email service.

1. On the Home screen, touch ▦ > **Email**.
2. To customize your email settings, answer the onscreen prompts, and then touch **Next**. Or touch **Manual setup** if you want to set the mail server yourself.

   ⏀ If you choose to set up your account manually, you will need the correct parameters for the account. Contact your email service provider for this information.

3. Enter the account name and the name you want other people to see when they receive an email from you.
4. Touch **Done**.

After the initial setup, your **Email** opens to the screen you were viewing the last time the application was opened. If, however, the **Email** application has not been used for a period of time, it displays the contents of your Inbox or the accounts screen (if you have more than one account).

Adding Other Email Accounts

1. After creating your initial email account, touch ▦ on the **Inbox** screen, and then touch **Accounts** to access the accounts screen.

2. Touch ⊞ on the accounts screen, and then touch **Add account** to create another email account.

🔍 When adding an additional email account, you have the option to use the new account to send all outgoing messages.

6.2.2 Viewing an Email Message

1. On the accounts screen, touch the email account you want to use.
2. Access a folder, and then touch the message that you want to view.

6.2.3 Saving an Email Attachment

1. On the Accounts screen, touch the email account you want to use.
2. Touch the email message you want to view.
3. Touch the **Save** button next to the attachment in the email.
4. Select a save path, and touch **Save**.

6.2.4 Creating and Sending an Email Message

1. On the accounts screen, touch the email account you want to use.
2. On the **Inbox** screen, touch ⊞ , and then touch **Compose** in the options panel.
3. In the **To** field, enter the name or the email address.
4. Enter the subject of your message and compose the message.

   To send an attachment with the message, touch ⊞ , and then touch **Add attachment**.
5. When you are finished, touch **Send**.

   If you are not ready to send the message, touch **Save as draft** or touch ↰ to save the message as a draft.

6.2.5 Replying to an Email Message

1. On the accounts screen, touch the email account you want to use.
2. Touch the email message you want to reply to.
3. Touch **Reply** or **Reply all** to reply to the email message.

6.2.6 Deleting an Email Account

1. On the accounts screen, touch and hold the email account you want to delete.

2. Touch **Remove account**.

3. Touch **OK**.

6.2.7 Changing Email Account Settings

You can change a number of settings for an account, including how often you check for emails, how you are notified of a new mail, and details about the servers the account uses to send and receive mails.

⚠ Your account's incoming and outgoing settings depend on the kind of email service you are using. You can enter the necessary details manually, although you may need to contact your email service provider to obtain the correct information for the account.

1. Touch ⠿ > **Email**.

2. On the accounts screen, touch and hold the email account you want to change.

3. Touch **Account settings**.

4. Change **General settings**, **Notification settings**, or **Server settings**.

7 Getting Connected

7.1 GPRS/3G

Your mobile phone will be automatically configured to use your wireless service provider's 2G/3G service (if available) when you turn on the phone for the first time. Note that the SIM card must be inserted.

7.1.1 Checking the Network Connection

1. Touch ⠿ > **Settings**.

2. Touch **Wireless & networks** > **Mobile networks**.

3. Touch **Network operators** or **Access Point Names** to check the network connection.

ⓘ Your mobile phone will automatically read the access point of the SIM/UIM card (if any). For this reason, do not change the parameters of the access point; otherwise, you might not be able to access network sources.

7.1.2 Turning on the Data Service

1. Touch ⠿ > **Settings**.

2. Touch **Wireless & networks** > **Mobile networks**.

3. Select the **Data enabled** check box to turn on the data connection.

7.2 Wi-Fi

Wi-Fi gives you wireless access to broadband Internet access. To use Wi-Fi on your mobile phone, you need to have an access to wireless access points (hotspots). Obstacles that block the Wi-Fi signal will reduce its strength.

7.2.1 Turning On Wi-Fi

1. Touch ⠿ > **Settings**.

2. Touch **Wireless & networks**, and then select the **Wi-Fi** check box to turn on Wi-Fi.

7.2.2 Connecting to a Wireless Network

1. After turning on Wi-Fi, touch ⠿ > **Settings**.

2. Touch **Wireless & networks** > **Wi-Fi settings**. You will see a list of detected Wi-Fi networks in the **Wi-Fi networks** section.

3. Touch a Wi-Fi network to connect to it.

   - If you select an open network, you will be automatically connected to the network.
   - If you select a network that is secured with Wired Equivalent Privacy (WEP) and connect to it for the first time, enter the password, and then touch **Connect**. If you connect to a secured wireless network that you have already used, you will not be prompted to enter the password again unless you reset your mobile phone to its default settings.

ⓠ On the **Wi-Fi settings** screen, touch **Add Wi-Fi network** to add a new Wi-Fi network.

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7.3 Sharing Your Phone's Data Connection

You can share your mobile phone's data connection with a single computer via a USB cable: USB tethering. You can share your mobile phone's data connection with devices at the same time, by turning your phone into a portable Wi-Fi hotspot.

7.3.1 Sharing Your Phone's Data Connection via USB

To use USB tethering in different operating systems, you may need to prepare your computer to establish a network connection via USB.

(!) You can not share your mobile phone's data connection and SD card via USB at the same time.

1. Touch :::: > **Settings**.

2. Touch **Wireless & networks** > **Tethering & portable hotspot**.

3. Select the **USB tethering** check box to share your data connection.

7.3.2 Sharing Your Phone's Data Connection as a Portable Wi-Fi Hotspot

1. Touch :::: > **Settings**.

2. Touch **Wireless & networks** > **Tethering & portable hotspot**.

3. Select the **Portable Wi-Fi hotspot** check box to share your data connection.

When **Portable Wi-Fi hotspot** is selected, you can touch **Portable Wi-Fi hotspot settings** to change its network name or secure it.

7.4 Browser

Your mobile phone comes with a browser. You can use **Browser** to access and browse the Internet.

7.4.1 Opening the Browser

Touch :::: > **Browser** to open the home page.

When the known or open Wi-Fi networks and the mobile networks are present at the same time, your phone will preferably select a Wi-Fi network for internet access.

Open the browser options menu and perform one of the following operations, touch ⊞⊞ :

- **New window**: Touch to open a new window.
- **Bookmarks**: Touch to display bookmarks.
- **Windows**: Touch to go to the web preview screen. You can switch to another web page or open a new web page on this screen.
- **Refresh**: Touch to refresh the current page.
- **Forward**: Touch to browse the next web page.
- **More**: Touch to open other menus and perform operations such as searching, selecting text, downloading, or setting options.

7.4.2 Opening a Web Page

1. In a browser window, touch the URL field at the top of the screen.
2. Use the keyboard to enter the web page address. You can touch 🎤 to enter the web page address by voice.
3. As you enter the address, matching web page addresses will appear on the screen. If you see the address you want, touch it and go directly to that web page or complete entering the address of the web page you want.

7.4.3 Setting a Home Page

1. In a browser window, touch ⊞⊞ .
2. Touch **More** > **Settings** > **Set home page**.
3. Enter the address of the desired home page, and then touch **OK**.

7.4.4 Managing Bookmarks

You can store as many bookmarks as you want on your mobile phone.

Adding a Bookmark

1. In a browser screen, go to the web page you want to save as a bookmark.

2. Touch ▦ , and then touch **Bookmarks** > **Add**. The add bookmark screen opens.

3. Edit the bookmark name as needed and then touch **OK**.

Opening a Bookmark

1. In a browser window, touch ▦ , and then touch **Bookmarks**.

   On the **Bookmarks** screen, touch the **History** tab to view the pages you have visited. Or touch the **Most visited** tab to view the pages you have visited most frequently.

2. Touch the bookmark of the website you want to open.

7.4.5 Customizing the Browser Settings

Customize the browser to suit your browsing style. Use **Browser** to set page content, privacy, and security preferences. In the browser screen, touch ▦ , and then touch **More** > **Settings**.

7.5 Bluetooth

Your mobile phone has Bluetooth, which allows you to create a wireless connection with other Bluetooth devices so you can share files with your friends, talk hands-free with a Bluetooth headset, or even transfer photos on your phone to your PC.

If you are using Bluetooth, remember to stay within 10 meters (33 feet) of other Bluetooth devices. Be aware that obstacles like walls or other electronic equipment may interfere with your Bluetooth connection.

7.5.1 Turning On Bluetooth

1. Touch ▦ > **Settings**.

2. Touch **Wireless & networks**, and then select the **Bluetooth** check box to turn on Bluetooth. When Bluetooth is turned on, the Bluetooth icon appears in the notification bar.

3. Touch **Bluetooth settings**, and then select the **Discoverable** to make your mobile phone visible to other Bluetooth devices.

7.5.2 Pairing and Connecting a Bluetooth Device

Your mobile Bluetooth lets you do the following:

• Hands Free Profile (HFP): allows you to use a hands-free Bluetooth device.

• Headset Profile (HSP): allows you to use a mono Bluetooth headset.

• Object Push Profile (OPP): allows you to transfer files through Bluetooth.

• Advanced Audio Distribution Profile (A2DP): allows you to use a stereo Bluetooth headset.

• A/V Remote Control Profile (AVRCP): allows you to control what plays through the Bluetooth headset remotely.

Before you use Bluetooth, you need to pair your mobile phone with another Bluetooth device as follows:

1. Ensure that the Bluetooth function on your mobile phone is enabled.

2. On the Home screen, touch ⠿ > **Settings** > **Wireless & networks** > **Bluetooth settings**. Your mobile phone will then scan for Bluetooth devices in range.

3. Touch the device you want to pair with your mobile phone.

4. Enter the pairing password to complete the connection if necessary.

7.5.3 Sending Files via Bluetooth

With Bluetooth, you can share pictures, videos, or music files with your family and friends. To send files via Bluetooth, do as follows:

1. Touch and hold the file to be sent in your mobile phone or SD card. The active options menu is displayed.

2. Touch **Share**, and then touch **Bluetooth** to select a paired device.

7.5.4 Disconnecting or Unpairing a Bluetooth Device

1. Touch ⠿ > **Settings** > **Wireless & networks** > **Bluetooth settings**.

2. Navigate to the **Bluetooth devices** section, and then touch and hold the connected device.

    You can also just touch a connected device to disconnect it.

3. Touch **Unpair** to disconnect the device.

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8 Entertainment

In addition to being a communication device and personal assistant, your mobile phone also provides you with a multitude of entertainment possibilities. You can take photos, create videos and audio clips, and download and listen to music.
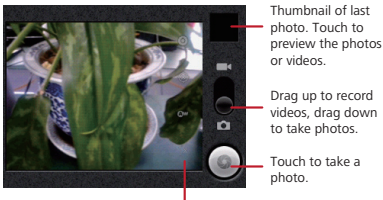
8.1 Camera

The camera is a combination of camera and camcorder that you can use to shoot and share pictures and videos.

8.1.1 Opening Your Camera

- Touch ⠿ > **Camera** to open the camera. The camera opens in landscape mode, ready to take a picture or record a video.
- TouchPress ← to close the camera.

Capture Screen

Thumbnail of last photo. Touch to preview the photos or videos.

Drag up to record videos, drag down to take photos.

Touch to take a photo.

Touch to customize the camera settings.

On the capture screen, touchpress ⊞ to show the capture panel.

8.1.2 Taking a Photo

1. Open your camera and switch to the camera mode.
2. If necessary, change the camera settings. The preview changes as you change the settings.

3. Compose your photo within the photo capture screen.

4. Touch and hold ⊙ . When the frame turns green, the image is in focus.

5. Release ⊙ to take your photo.

The photo you just took is displayed for a moment. You can take another photo or preview your photos.

8.1.3 Viewing Your Photos

1. After taking a photo, a thumbnail of the photo you have just taken is shown in the upper right corner of the capture screen. Touch the thumbnail to view it.

2. Touch the onscreen button to do any of the following:

   • Touch **Share** to send the photo in a message or post it online.

   • Touch **Delete** to delete the photo.

   • Touch **More** > **Set as** to set a picture as contact icon or wallpaper.

8.1.4 Recording a Video

1. Open the camera, and then switch to camcorder mode.

2. If necessary, change the camcorder settings.

3. Frame the scene which you want to start your video.

4. Touch ⊙ to start recording a video.

5. Touch ⊙ to stop recording.

8.1.5 Viewing Your Videos

1. After recording a video, a thumbnail of the video you have just recorded is shown in the upper right corner of the Capture screen. Touch the thumbnail to view it.

2. Touch the onscreen button to do any of the following:

   • Touch **Share** to send the video in a message or post it online.

   • Touch **Delete** to delete the video.

   On the video playing screen, touch the controls to skip forward or back or to play or pause the video.

3. If you want to view more videos, flick your finger left or right across the screen.

8.2 Using the Gallery

Your **Gallery** application can automatically search for pictures and videos on your mobile phone and microSD card. Use **Gallery** to sort photos and videos into folders, view and edit pictures, watch videos, and set a picture as wallpaper or as a photo for a contact.

8.2.1 Opening the Gallery

On the Home screen, touch ▦ > **Gallery** to open the viewer.
The **Gallery** application categorizes your pictures and videos by storage location and stores these files in folders. Touch a folder to view the pictures or videos inside.

8.2.2 Viewing a Picture

1. In the **Gallery**, touch the folder that contains the pictures you want to view.

2. Touch the picture to view it in full-screen mode.

3. Touch the screen. Then the zoom panel appears. You can zoom in or zoom out on the picture.

🔍 The picture viewer supports the automatic rotation function. When you rotate your mobile phone, the picture adjusts itself to the rotation.

8.2.3 Rotating a Picture

1. When viewing a picture, touch ▢▢ to display the operations panel.

2. Touch **More**.

3. Select either **Rotate Left** or **Rotate Right**. The picture is saved with the new orientation.

8.2.4 Cropping a Picture

1. When viewing a picture, touch ▢▢ to display the more operations panel, and then touch **More** > **Crop**.

2. Use the cropping tool to select the portion of the picture to crop.

   • Drag from the inside of the cropping tool to move it.

   • Drag an edge of the cropping tool to resize the image.

- Drag a corner of the cropping tool to resize the image without changing the length to width ratio.

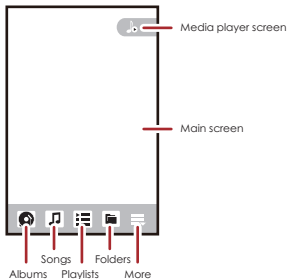3. Touch **Save** to save the cropped picture. Touch **Discard** to discard the changes.

8.3 Enjoying the Music

8.3.1 Opening the Music Library

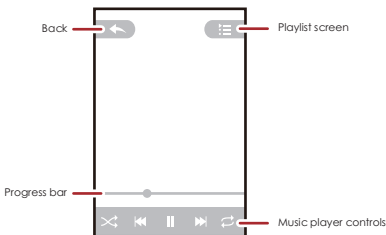Touch ⠿ > **Huawei Music** to open the music library.

The music library automatically scans for music stored on your microSD card and displays them in **Albums**, **Songs**, **Playlists**, **Folders**. Touch **More** to view music in other ways.

🔍 You can rotate your phone clockwise or counterclockwise to display albums cover flow.

```
┌──────────────────────────────┐
│                      ┌──┐     │
│                      └──┘──────── Media player screen
│                              │
│                              │
│                              │
│                          ────── Main screen
│                              │
│                              │
│                              │
│  ◉  ♫  ≔  ▤  ≡             │
└──────────────────────────────┘
      Songs   Folders
   Albums  Playlists  More
```

8.3.2 Playing Music

1. Touch a type in music library.
2. Touch the music file you want to play.

Back ←————— Playlist screen

Progress bar ←—————

————— Music player controls

By default, the album cover is displayed in music playing screen. You can flip left or right to switch to visualization effects or lyrics screen.

During the music playing, press ⌂ . You can use other applications and the music will be playing in background. Open the notifications panel, touch the playing music to return to the music playing screen.

🔍 Touch the star sign to add the song to **My favorite**.

8.3.3 Creating Playlists

1. In music library, enter **Playlists**, and touch **New playlist** to create a new playlist.

2. After a playlist is created, touch **OK** to add songs.

3. Touch ⊘ .

🔍 Press and hold a playlist to **Rename** or **Delete** it.

8.3.4 Adding Music to Playlist

1. Touch a type in music library.

2. Press and hold a music file, and then touch **Add to playlist**.

   • Touch an existing playlist to add the song to the playlist.

   • Touch **New playlist** to add the song to the new playlist.

8.3.5 Playing Music in Playlists

1. In music library, touch the type of **Playlists**.

2. Press and hold the playlist you want to play.

3. Touch **Play** to play the playlist.

9 Google Services

🛈 Availability of Google applications, services, and features may vary according to your country or carrier. Please follow the local laws and regulations to use them.

When you turn on your mobile phone for the first time, touch a Google services such as **Talk**, **Gmail**, or **Market**, and you will be prompted to sign in to your Google account.

🛈 Ensure that your mobile phone has an active data connection (3G) before you sign in to your Google account.

If you already have a Google account, touch **Sign in** and enter your username and password.

9.1 Creating a Google Account

If you do not have a Google account, you can create one:

1. After reading the setup information, touch **Next**.

2. Touch **Create**.

3. Enter a first name, last name, and user name for your Google account, and then touch **Next**. The mobile phone will connect to the Google server to check whether the username is available. If the username you entered is already in use, you will be prompted to choose another one or select one from a list.

4. Enter and confirm your Google account password.

5. Select a security question from the drop down menu, and then enter the answer.

6. Touch **Create**.

7. When the **Google Terms of Service** screen appears, touch **I agree, Next**.

8. Enter the characters that appear on the screen, and then touch **Next**.

🔍 To use another Google account, go to the **Accounts & sync settings** screen, and touch **Add account** to select which type of accounts you want to add.

9.2 Using Gmail

Gmail is Google's web-based email service. When you first set up your phone, you may have configured it to use an existing **Gmail** account or create a new account. The first time you open the **Gmail** application on your phone, your **Inbox** will contain the messages from your **Gmail** account on the web.

9.2.1 Opening Gmail

On the Home screen, touch ⠿ > **Gmail**. The **Inbox** mail list appears. Any emails you decide to keep on your mobile phone will go to your **Inbox** folder.

9.2.2 Switching Between Accounts

1. In the mail list, touch ⊞ , and then touch **Accounts**.

2. Touch the account that contains the email you want to read.

9.2.3 Creating and Sending an Email

1. In the mail list, touch ⊞ , and then touch **Compose**.

2. Enter the message recipient's email address in the **To** field. If you are sending the email to several recipients, separate the email addresses with commas. You can add as many message recipients as you want.

   If you want to send a copy (Cc) or a blind copy (Bcc) of the email to other recipients, touch ⊞ , and then touch **Add Cc/Bcc**.

3. Enter the email subject and write your message.

   If you want to add a picture attachment, touch ⊞ , and then touch **Attach** to select the picture you want to attach.

4. After composing your email, touch **Send**.

9.2.4 Replying To or Forwarding an Email

1. In the mail list, touch the email that you want to reply to or forward.

2. Touch ↩ to reply. You can also touch ◀ , and then touch **Reply**, **Reply all**, or **Forward**.

3. Do one of the following:

- If you selected **Reply** or **Reply all**, enter your message.
- If you selected **Forward**, specify the message recipients and add any additional text you want to include with the forwarded message.

4. Touch ⌨ to send, or touch ⊞ to save as a draft.

9.2.5 Searching for an Email

1. In the mail list, touch ⊞, and then touch **Search**.

2. Enter the search keywords in the box, and then touch 🔍.

9.2.6 Customizing Your Gmail Settings

In the mail list, touch ⊞, and then touch **More** > **Settings** to customizing your **Gmail**.

9.3 Using Talk

Talk is Google's instant messaging service. You can use it to communicate in real time with other people using **Talk** on a phone or on the web.

9.3.1 Opening Talk

On the Home screen, touch ⣿ > **Talk** to open the application.

🕐 Your **Talk** account is based on the Google account you set up with your mobile phone.

9.3.2 Adding a Friend

1. In the friends list, touch ⊞, and then touch **Add friend**.

2. Enter the **Talk** instant messaging ID or Google email address of the friend you want to add.

3. Touch **Send invitation**.

9.3.3 Accepting an Invitation

1. If you have invited anyone to chat or if someone else has invited you to chat, this information will appear in the friends list.

2. Touch a pending invitation, and then touch **Accept**.

9.3.4 Starting a Chat

1. In the friends list, touch a friend's name in the friends list.

2. Use the onscreen keyboard to enter text and chat with your friend.

3. After entering your message, touch **Send**.

9.3.5 Setting Notifications for New Instant Messages

Whenever you receive an instant message, your mobile phone can play a sound, vibrate, or display an icon. To set up one of these handy notifications, start in the friends list, and then touch ⊞⊞ . Then touch **Settings**. Now choose from one of the following:

IM notifications	Select the check box to receive a notification on the notification bar when you receive an instant message.
Select ringtone	Touch to choose the ringtone used for a new instant message. You will hear a short sample of the ringtone when you select it. To turn the ringtone off, select **Silent**.
Vibrate	Select the check box to make your mobile phone vibrate when you receive a new instant message.

9.3.6 Signing Out of Talk

In the friends list screen, touch ⊞⊞ , and then touch **Sign out** to quit **Talk**.

9.4 Using Maps

Maps lets you find your current location, view real-time traffic conditions (depending on availability in your locale), and get detailed directions to various destinations on a satellite, traffic, or other kind of map.

9.4.1 Enabling Location Source

Before you open **Maps** to find your location or search for places of interest, you must enable "location source".

1. On the Home screen, touch ⠿ > **Settings**.

2. Touch **Location & security**.

3. In the **My Location** section, select the **Use wireless networks** check box, **Use GPS satellites** check box, or both.

9.4.2 Opening Maps

On the Home screen, touch ⠿ > **Maps** to open the application.

9.4.3 Searching for Places of Interest

1. On the map, touch ⊞ , and then touch **Search**.

2. Enter the place you want to search for in the search box, and then touch the Search icon.

3. Your search results will then be displayed. Touch a place you are interested in and the application will show where it is on the map.

9.4.4 Getting Directions

1. While viewing a map, touch ⊞ , and then touch **Directions**.

2. Enter the starting point in the first text box, and then enter your destination in the second text box.

3. Touch the icon for car, public transit, or walking directions.

4. Touch **Go**. Your directions will appear in a list.

5. Touch a direction item on the list to show it on the map.

6. When you finish viewing or following the directions, touch ⊞ and touch **Clear Map** to reset the map.

9.5 Using YouTube

YouTube is Google's free online video streaming service for viewing, searching for, and uploading videos.

9.5.1 Opening YouTube

On the Home screen, touch ⠿ > **YouTube**. You will then see the YouTube screen. The videos will be grouped into categories, such as **Most viewed**, **Most discussed**, **Top rated**, and more.

9.5.2 Searching for a Video

1. On the **YouTube** screen, touch ⊞⊞ , and then touch **Search**.

2. Enter a search keyword, and then touch the Search icon.

3. You will see a number of search results displayed below the notification bar. Scroll through the results and touch a video to watch it.

9.5.3 Sharing a Video

1. On the **YouTube** screen, do one of the following:

   • While viewing a list of videos, touch and hold a video entry, and then touch **Share** on the options menu.

   • While watching a video, touch ⊞⊞ , and then touch **Share**.

2. Compose a message if you like, address the email, and send it.

9.6 Using Market

Android Market provides direct access to applications and games which you can download and install on your phone.

9.6.1 Opening Market

1. On the Home screen, touch ⠿ > **Market**.

2. When you open **Market** for the first time, the **Android Market Terms of Service** window will appear. Touch **Accept** to continue.

9.6.2 Searching for Applications

There are a few different ways to find applications on the **Market** home screen, including:

• Featured applications.

- List of games.
- Search function.
- My apps.

9.6.3 Installing an Application

⚠️ If you want to install a non-Market application, touch ⠿ > **Settings** > **Applications**, and then select the **Unknown sources** check box to allow installation of the non-Market application.

1. In the **Market**, touch **Apps**.

2. Touch a category, and then touch the item you want to download.

3. On the item details screen, read more about the application, including its cost, overall rating, and user comments. If you scroll down to the **Developer Info** section, you can see other applications from the same developer, link to the developer's website, or send the developer an email.

4. To install the item, touch **FREE** > **OK** (if the item is free) or **Buy**, whichever is displayed.

5. To check the progress of a download, open the notification panel. Most applications are installed within seconds. To stop an item from downloading, touch **Cancel**.

6. After the application has been downloaded and installed on your mobile phone, the content download icon appears in the notification bar.

9.6.4 Uninstalling an Application

1. On the **Market** screen, touch **My apps**.

2. Touch the application you want to uninstall, and then touch **Uninstall**.

3. When prompted, touch **OK** to remove the application from your mobile phone.

4. Choose the reason for removing the application, and then touch **OK**.

10 Synchronizing Information

Some applications on your mobile phone give you access to the same personal information that you can add, view, and edit on your computer. If you add, change, or delete your information in any of these applications on the web, the updated information also appears on your mobile phone.

This is made possible through over-the-air data synchronization. The process occurs in the background and does not interfere with use of your mobile phone. When your phone is synchronizing, a data synchronization icon will be shown in the notification bar.

10.1 Managing Your Accounts

You can synchronize contacts, email, and other information on your mobile phone with multiple Google accounts or other kinds of accounts, depending on the applications installed on your mobile phone.

For example, you can start by adding your personal Google account, so your personal email, contacts, and calendar are always available. You could then add a work account, so your work-related emails and work contacts are handy. If you like, you may add multiple Google accounts or other accounts.

10.1.1 Adding an Account

When you add an account, **Contacts** compares contacts from the newly synchronized account with contacts from your existing mobile phone accounts and attempts to merge duplicates into a single entry in **Contacts**. While it is presented as a single contact entry, the contact data itself is not merged.

1. Touch ⠿ > **Settings** > **Accounts & sync**. The screen displays your current synchronization settings and a list of your current accounts.

  ⓘ In some cases, you may need to obtain account details from an IT support. For example, you may need to know the account's domain or server address.

2. Touch **Add account**.

3. Touch the kind of account to add.

4. Follow the onscreen steps to enter the required and optional information about the account. Most accounts require a username and password, but the details depend on the kind of account and the configuration of the service to which you are connecting.

5. Configure the account. Depending on the kind of account, you may be asked to configure what kind of data you want to sync to the mobile phone, to name the account, and for other details. When you are finished, the account is added to the list in the **Accounts & sync settings** screen.

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10.1.2 Adding an Exchange Account

1. On the Home screen, touch   > **Settings** > **Accounts & sync**.

2. Touch **Add account** > **Corporate**.

3. Follow the instructions and enter the required information about the exchange account you want to add. For details, contact the server administrator.

4. Touch **Next** to display the **Account options** screen. configure the synchronization settings you want for this account.

5. Touch **Next** to finish configuring the account settings. If emails are not synchronized properly, contact the server administrator.

10.1.3 Removing an Account

You can remove an account, deleting it and all information associated with it from your mobile phone, including email, contacts, settings, and so on. You cannot, however, remove some accounts, such as the first account you signed into on the mobile phone. If you attempt to remove certain accounts, all personal information associated with it will be deleted.

(!) You can only remove a **Gmail** account by resetting the phone to factory defaults.

1. On the **Accounts & sync settings** screen, touch the account to be deleted.

2. Touch **Sign Out**.

3. Confirm that you want to remove the account.

10.2 Customizing Your Account Synchronization

You can configure background data use and synchronization options for all the applications on your phone. You can also configure what kind of data you synchronize for each account.
For some accounts, synchronizing is two-directional; changes that you make to the information on your mobile phone are made to the copy of that information on the web. Some accounts support only one-way synchronize; the information on your mobile phone is read-only.

10.2.1 Configuring General Sync Settings

On the **Accounts & sync settings** screen, do the following:

- Select or clear the **Background data** check box to control whether applications and services can transmit data when you are not working with them directly (that is, when they are running in the background).

  If you clear this option, **Gmail** stops receiving new mail, **Calendar** stops synchronizing events, and so on, until you touch the **Refresh** menu item or send an email.

- Select or clear the **Auto-sync** check box to control whether changes you make to information on the phone or on the web are automatically synchronized with each other.

  For example, when this option is selected, changes that you make in **Contacts** on the phone are automatically made in Google Contacts on the web.

10.2.2 Changing an Account's Synchronization Settings

1. On the **Accounts & sync settings** screen, touch the account whose synchronization settings you want to change. The data and synchronization screen opens, displaying a list of the kinds of information the account can synchronize.

2. Selected items are configured to synchronize to your mobile phone.

3. Select or clear the check box of information you want to synchronize to the mobile phone.

11 Calendar & Tools

11.1 AppInstaller

You can use this installer to install more than one applications at a time.

11.1.1 Install Applications

1. Touch :::: > **AppInstaller**. Then the installer will scan and display all the applications (.apk file) in the microSD card.