HUAWEI *Ascend* G630

User Guide

HUAWEI

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Foreword

Thank you for choosing the HUAWEI Ascend G630 smartphone!

This guide introduces you to the features and functions of your new phone. Also included are safety precautions you should be aware of, so please read this guide first before you begin using your new phone.

Symbols and definitions

The following symbols are used in this guide.

🛈	Note	Highlights important information and tips, and provides additional information.
⚠	Caution	Indicates potential problems that may arise if the proper care or attention is not taken, such as device damage or data loss.
⚠	Warning	Indicates a potentially hazardous situation which, if not avoided, could result in serious injury.

Safety precautions

Please read these safety precautions carefully before operating your phone.

Do not crush, throw, or puncture your phone. Avoid dropping, squeezing, or bending it also.

Your phone is not meant for use in a damp environment, such as the bathroom. Do not submerge your phone in liquid of any sort and avoid getting your phone wet.

Avoid using your mobile phone in areas where it may cause interference or present a hazard. Follow local laws and regulations.

Avoid using your phone while driving. Your safety should always be your top priority.

Follow any rules or regulations in hospitals and health care facilities. Power off your phone near any medical apparatus.

Power off your phone in an aircraft. The phone may interfere with the aircraft's control equipment and navigation system.

Power off your phone near high-precision electronic devices. The phone may affect the performance of these devices.

Do not attempt to disassemble your phone or its accessories. Only qualified personnel are allowed to service or repair the phone.

Do not place your phone or its accessories in containers with a strong electromagnetic field.

Do not place magnetic storage media near your phone. Radio waves from the phone may erase the information stored on them.

Do not expose your phone to extreme temperatures or use it at a location with flammable materials, such as a gas station.

Keep your phone and its accessories away from children. Do not allow young children to use your phone without adult supervision.

Use only approved batteries and chargers to avoid the risk of explosions.

Observe any laws or regulations on the use of wireless devices. Respect the privacy and legal rights of others when using your phone.

To prevent damage to your phone or your computer, follow all instructions pertaining to the USB cable.

Getting started

Your phone at a glance
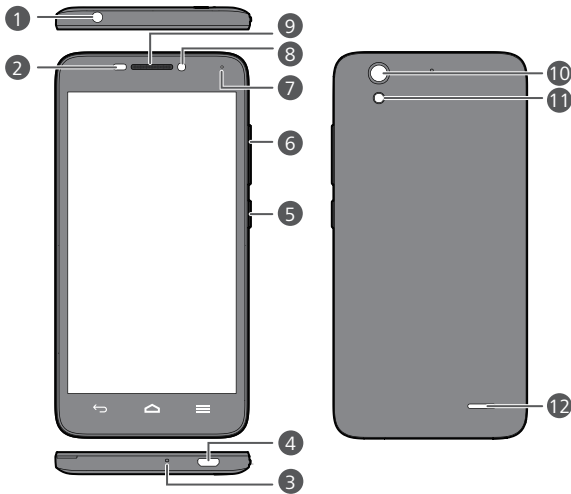
1	Headset jack	2	Proximity sensor
3	Microphone	4	USB port
5	Power	6	Volume
7	Status indicator	8	Front camera
9	Earpiece	10	Camera
11	Flash	12	Speaker

Do not block the area around the ambient light and proximity sensor. When you attach a protective film to the screen, make sure it does not block the sensor.

Buttons

|		
⬅	Return	• Touch to return to the previous screen or exit the current application. • When you are entering text, touch to hide the onscreen keyboard.
⌂	Home	Touch to return to the home screen.
☰	Menu	• Touch to display an option menu. • Touch and hold to display the list of recently used applications.

Inserting a micro-SIM card

Don't insert the micro-SIM card when your phone is powered on.

1. Open the battery cover.
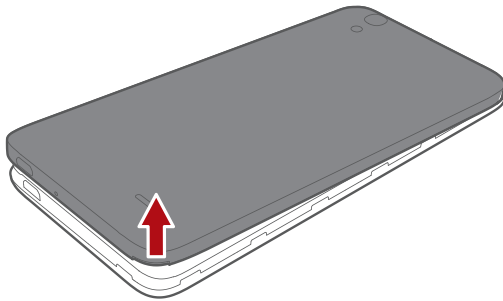
2. Insert the micro-SIM card. Make sure the gold contact area and beveled edge of the card are facing the right directions.

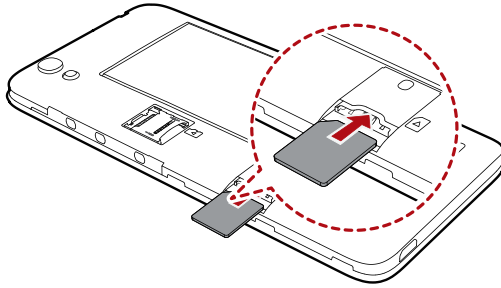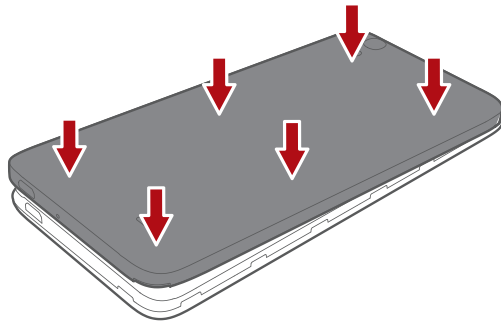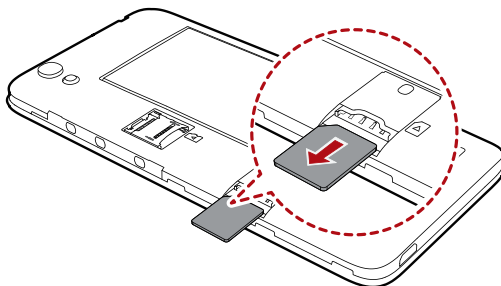**3.** Close the battery cover.

Removing a micro-SIM card

Don't remove the micro-SIM card when your phone is powered on.

1. Open the battery cover.

2. Take out the micro-SIM card.

Inserting a microSD card

You can expand your phone's storage capacity with a microSD card.

1. Open the battery cover.

2. Open the microSD card cover.
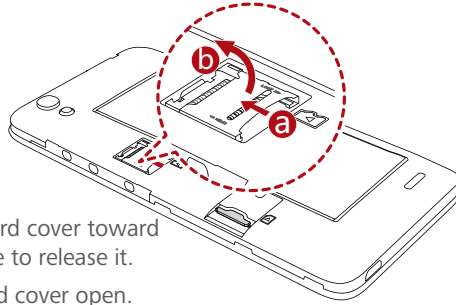
ⓐ Push the microSD card cover toward the top of the phone to release it.

ⓑ Flip the microSD card cover open.

3. Place the microSD card into the card slot.
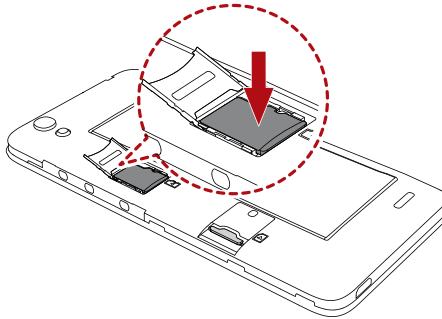
4. Fasten the microSD card cover.

ⓐ Close the microSD card cover.

ⓑ Push the microSD card cover back into its original position.

Removing a microSD card

⚠ Uninstall the microSD card before you remove it; otherwise, the microSD card may be damaged.
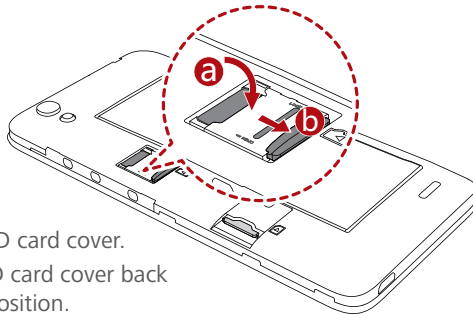
1. On the home screen, touch 🔘 then the **All** tab.

2. Under **DEVICE**, touch **More...** > **Storage**.

3. Touch **Unmount SD card**.

4. Flip the microSD card cover open.

5. Carefully take out the microSD card.

Charging the battery

⚠ Your phone's built-in battery is not user-removable. To replace the battery, contact an authorized service center. Do not attempt to remove it yourself.

Use the provided USB cable and power adapter to connect your phone to a power socket.
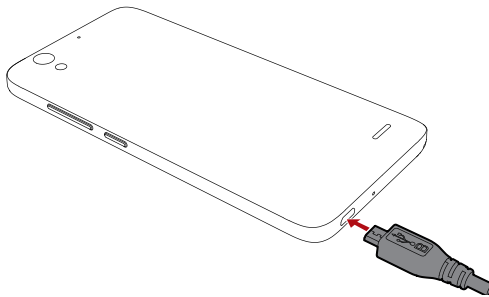
Battery indicator

The battery indicator shows your phone's battery level.

- Blinking red: The battery level is lower than 10%.

- Steady red (when charging): The battery level is lower than 10%.

- Steady yellow (when charging): The battery level is higher than 10%.

- Steady green (when charging): The battery is almost or already full.

⚠️ If the battery temperature is too high, your device will reduce the charging capacity to protect the battery.

Important information about the battery

- Rechargeable batteries have a limited lifecycle and may eventually need to be replaced. If you notice significantly reduced battery life, replace the battery. Your phone's built-in battery is not user-removable. To replace the battery, contact an authorized service center. Do not attempt to remove it yourself.

- If your phone has been running for long periods of time, especially in hot environments, heat may be pushed to the surface of the phone. If your phone is overheating, cease using it immediately and unplug it from any power source to let it cool down. Do not hold on to the phone for too long to avoid burn injuries.

- Use the original battery, power adapter, and USB cable to charge your phone. Using third-party accessories may reduce your phone performance or pose security risks. When your phone is charging, do not operate it or cover the phone or power adapter with any object.

- The time required to fully charge the battery depends on the ambient temperature and age of the battery.

- If your phone is very low on power, it plays an alert tone and displays a message. If the battery level is extremely low, your phone automatically powers off.

- If the battery power is depleted, you may not be able to power on your phone immediately after you begin charging the battery. This is normal. Allow the battery to charge for a few minutes before attempting to power on your phone.

Powering on or off your phone

- To power on your phone, press and hold the power button.
- To power off your phone, press and hold the power button to display an option menu, and then touch **Power off** > **OK**.

i If you are experiencing slowdown issues or the system doesn't respond or can't be properly powered off, press and hold the power button for 10 seconds or more to restart your phone.

Locking and unlocking the screen

Locking the screen not only prevents mistaken operations from occurring without your knowledge, but also protects your phone from unauthorized use. You can lock and unlock your screen in a number of different ways and also add lock screen widgets. The pre-installed screen unlock method is used as an example in this section.

Locking the screen

- Method 1: Press the power button to manually lock the screen.
- Method 2: After being idle for a specified period of time, your phone automatically locks its screen.
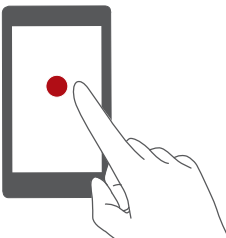
i To set the screen lock method, touch on the home screen. On the displayed **General** tab, touch **Screen lock**.
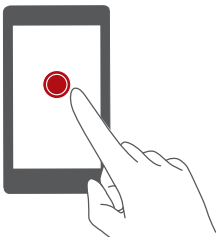
Unlocking the screen

1. If the screen is off, press ⏻ to turn it on.

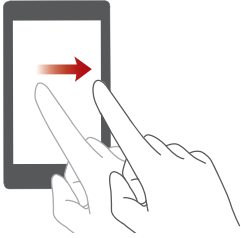**2.** Drag 🔒 toward 🔓 to unlock the screen.
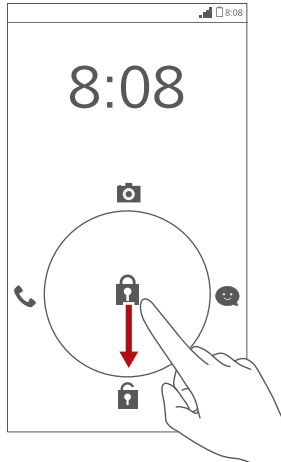
Touchscreen gestures

**Touch**: Tap an item once. For example touch an application to select or open it.

Touch and hold: Touch and leave your finger on the screen for 2 seconds or more. For example, touch and hold a blank area on the home screen to display an option menu.

Flick: Move your finger vertically or horizontally across the screen. For example, you can flick left or right across the notification panel to dismiss a notification. Flick vertically or horizontally to go to other home screens, scroll through a document, and more.
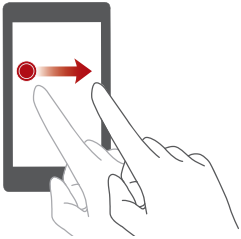
Drag: Touch and hold an item and then move it to another position. For example, you can rearrange applications and widgets on the home screen this way.
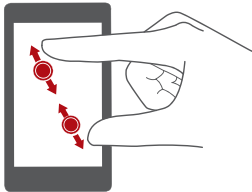
Spread apart and pinch together: Spread two fingers apart to zoom in, and pinch them together to zoom out on a map, web page, or picture.

Getting to know your home screen

Your home screens are where you'll find your favorite widgets and all your applications. We did away with the application list to give you a more convenient and direct path to your applications. The default home screen is shown below.
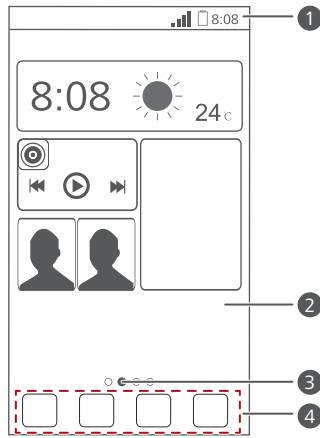
|	
1	Status bar: displays notifications and icons. Flick down from the status bar to open the notification panel.
2	Display area: displays application icons, folders, and widgets.
3	Screen position indicator: shows the current screen's position.
4	Dock: displays your most common applications.

Switching between home screens

Running out of space on the home screen? Not to worry. Your phone lets you create more home screens for various applications and widgets.

- Flick left and right across the screen to switch between the home screens.
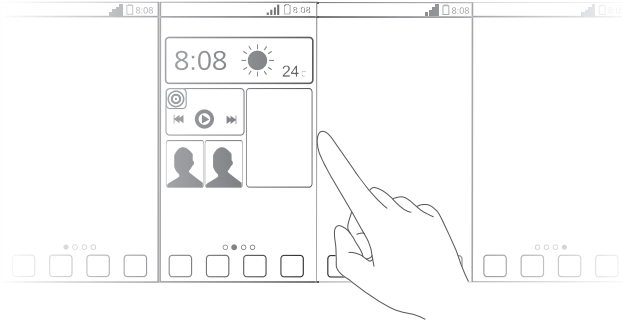
- Pinch two fingers together to display the home screen thumbnails. Touch a thumbnail to enter that particular home screen.

14
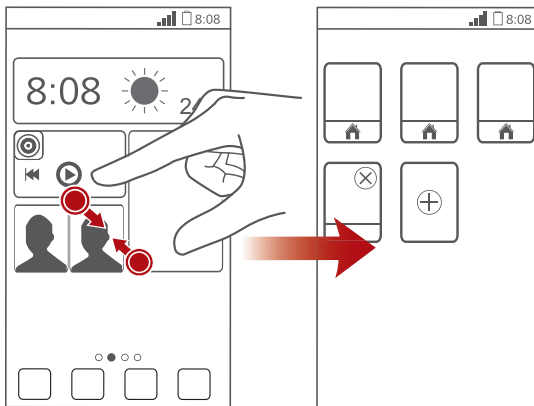
Taking a screenshot

Want to share an interesting scene in a movie or show off your new high score in a game? Take a screenshot and share away.

Press the power and volume down buttons simultaneously to take a screenshot. Then, open the notification panel and touch to share the screenshot. By default, screenshots are saved to the **Pictures** folder in **File Manager**.

> You can also flick down from the status bar to open the notification panel and touch > to take a screenshot.

Auto-rotate screen

Your phone features a tilt sensor. If you rotate your phone when browsing a web page or viewing a photo, your screen automatically changes between landscape and portrait view. You'll also be able to enjoy tilt sensor-based applications, such as racing games.

To turn on or off the auto-rotate screen function, flick down from the status bar to open the notification panel, and touch .

Using the notification panel

Flick down from the status bar to open the notification panel.
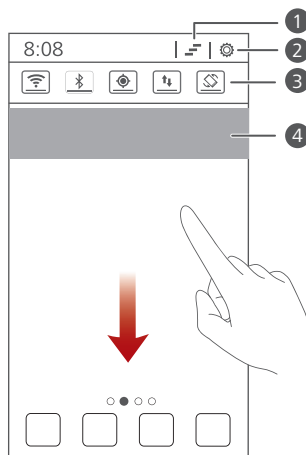
1	Touch ☰ to delete all notifications.
2	Touch ⚙ to display the settings screen.
3	Touch the switch shortcuts on the notification panel to turn on or off the functions.
4	Touch an application to start it and flick left or right across a notification to dismiss it.

Basic operations

Status icons

.ıll	Signal strength	.ıll	No signal
	No service	**G**	GPRS network connected
3G	3G network connected	**E**	Enhanced Data Rates for GSM Evolution (EDGE) network connected
H	High Speed Packet Access (HSPA) network connected	**H⁺**	Evolved High-Speed Packet Access (HSPA+) network connected
R	Roaming		Airplane mode enabled
	Bluetooth on		Receiving location data from GPS
	Vibration mode enabled		Silence mode enabled
	Alarms enabled		Charging
	Battery full		Battery low
	Call in progress		Missed calls
	New messages		New emails
	New voicemails		Select input method
	Wi-Fi network available		Connected to a Wi-Fi network
	Uploading data		Downloading data
	Phone memory full		Upcoming events
	No SIM card found		Sign-in or synchronization problem

	Synchronizing data		Synchronization failed
	Portable Wi-Fi hotspot on		More notifications
	Connected to a VPN		Headset plugged in
	USB debugging mode enabled		USB tethering on

Organizing applications and widgets on the home screen

Adding a widget to the home screen

1. On the home screen, touch and hold a blank area to display the **Set home screen** dialog box.

2. Touch **Widgets**.

3. Drag a widget from the screen's lower section to a screen thumbnail.

4. Touch to return to the home screen.

> If the home screen doesn't have enough space, your phone will automatically create a new home screen to the right-hand side of the original and place the widget on the new home screen. You can have nine home screens at most.

Moving an application or widget

On the home screen, touch and hold an application or widget until the phone vibrates to enter editing mode. You can then drag an application or widget to any fitting empty space.

Deleting an application or widget

On the home screen, touch and hold the application or widget you want to delete until is displayed. Drag the unwanted application or widget to to delete it.

> *i* Deleting an application icon uninstalls the application. When you delete an application icon, your phone prompts you to confirm the action. Touch **OK** to uninstall the application. Some pre-installed applications cannot be uninstalled.

Organizing home screen icons using folders

1. On the home screen, drag an item onto another one to create a folder containing both of them.

2. Touch the folder to open it. You can then:

- Touch the folder name to rename it.

- Touch $+$ and add more items to the folder.

- Drag an icon out from the folder to remove the icon.

> *i* A folder must contain at least two items; otherwise, the folder will automatically disappear.

Managing home screens

Adding a home screen

1. On the home screen, touch and hold a blank area to display the **Set home screen** dialog box.

2. Touch **Thumbnails**.

3. Touch $+$.

Moving a home screen

1. On the home screen, touch and hold a blank area to display the **Set home screen** dialog box.

2. Touch **Thumbnails**.

3. Touch and hold a home screen thumbnail until your phone vibrates, and drag it to the new location.

Deleting a home screen

1. On the home screen, touch and hold a blank area to display the **Set home screen** dialog box.

2. Touch **Thumbnails**.

3. Touch ✕ in the upper right corner of the screen to delete it.

Accessing applications

Application overview

Your phone comes with the following applications:

Themes: Change the theme.

Phone: Make and answer calls. Your phone supports smart dialing and dialing from your contact list or call log.

People: Manage phone numbers, email addresses, and other contact details. You can import contacts from your old phone.

Messaging: Send or receive text messages and multimedia messages.

Browser: Browse web pages and manage your bookmarks.

Email: Send or receive emails, and synchronize email accounts.

Camera: Take photos or shoot videos.

Gallery: Browse, manage, or edit photos.

DLNA: Share media files between devices on the same Wi-Fi network. Push multimedia files on your phone to other devices and control the playback.

File Manager: Manage files and applications on your phone.

App Installer: View applications not yet installed on your phone and install them.

Backup: Back up your phone data to prevent data loss.

Calendar: Manage your personal and work lives on schedule.

Clock: Add alarms, view world times, and use timers and stopwatches.

Weather: View weather information for cities around the world.

Calculator: Make basic algorithmic calculations in both basic and scientific calculator modes.

Notes: Record your thoughts and other useful information.

FM Radio: Listen to the FM radio.

Settings: Configure your phone settings.

Some applications may not be supported by all networks or service providers.

Starting applications and switching between them

On the home screen, touch an application icon to open it.

To switch to another application, touch ⬠ to return to the home screen, and touch the icon of the application you want to open.

Viewing recently used applications

Touch and hold ☰ to display the list of recently used applications. You can then:

- Touch an application to start it.

- Flick left or right across an application or touch ✕ on its right upper corner to dismiss it.

- Touch 🧹 to clear the list.

Texting

Your phone comes with multiple text input methods. You can quickly enter text using the onscreen keyboard.

- Touch a text box to bring up the onscreen keyboard.

- To hide the onscreen keyboard, touch ↰.

Huawei input method

Drag your finger left or right across the onscreen keyboard to switch between the QWERTY and 9-key keyboards.
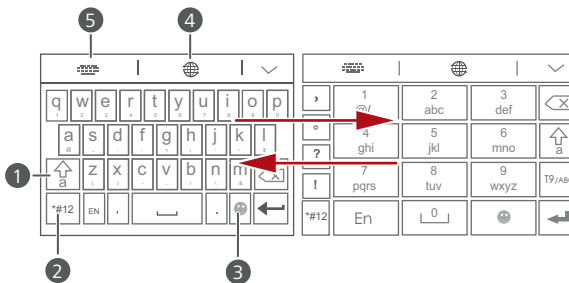
1	Touch 🔼 to switch between lowercase letters, uppercase letters, and caps lock.
2	Touch *#12 to enter numbers and symbols.
3	Touch ☺ to enter emoticons.
4	Touch ⊕ to switch the input language.
5	Touch ⌨ to switch between the QWERTY and 9-key keyboards.

Android input method
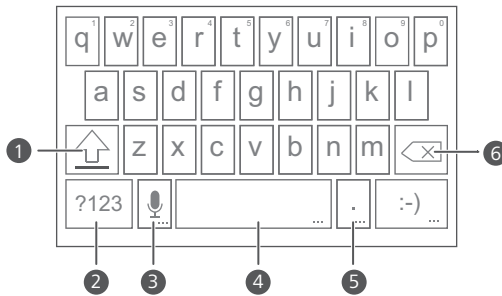
1	• Touch ⬆ to switch between lowercase and uppercase letters. • Touch and hold or quickly touch ⬆ twice to turn on caps lock.
2	Touch ?123 to enter numbers and symbols.
3	• Touch 🎤 to use voice input. • Touch and hold 🎤 to open the **Input options** menu.
4	• Touch ⎵ to enter a space. • Touch and hold ⎵ to choose another input method.
5	• Touch . to enter a period. • Touch and hold . to enter symbols.
6	• Touch ⌫ to delete the character to the left of the cursor. • Touch and hold ⌫ to quickly delete multiple characters to the left of the cursor.

Editing text

Learn how to select, cut, copy, and paste text on your phone.
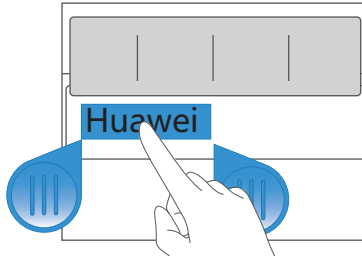
- **Select text**: Touch and hold the text to bring up ⬤⬤. Then drag ⬤ and

  ⬤ to select more or less text, or touch **Select all** to select all text in a text
  box.

- **Cut text**: Select text and touch **Cut**.

- **Copy text**: Select text and touch **Copy**.

- **Paste text**: Touch where you want to insert the text, drag ⬤ to move the
  insertion point, and touch **Paste** to paste the text you copied or cut.

Configuring an input method

1. On the home screen, touch 🔘 .

2. Under **All**, touch **Language & input**.

3. Under **KEYBOARD & INPUT METHODS**, touch an input method to configure
it.

Personalizing your phone

Changing the home screen style

Your phone supports the standard and simple home screen styles.

1. On the home screen, touch ⊙ .

2. Under **All**, touch **Home screen style**.

3. Choose **Simple** or **Standard** and touch **APPLY**.

Setting the theme

Your phone comes with a variety of themes.

Changing the theme

1. On the home screen, touch ▥ .

2. Select a theme and touch **APPLY**.

Customizing a theme

1. From the theme grid, touch **CUSTOMIZE CURRENT THEME**.

2. From the element list, choose the element you want to modify.

Change the wallpaper

1. On the home screen, touch and hold a blank area to display the **Set home screen** dialog box.

2. Touch **Wallpapers**.

3. From the **Wallpaper** screen, you can set the following items:
   - **Lock screen wallpaper**: Set the wallpaper displayed on the phone lock screen.
   - **Home screen wallpaper**: Set the home screen wallpaper.

- **Shake to change**: Change the home screen wallpaper by shaking your phone.

- **Random change**: The home screen wallpaper changes randomly.

Setting the home screen transition effect

1. On the home screen, touch and hold a blank area to display the **Set home screen** dialog box.

2. Touch **Transitions**.

3. Select a home screen transition effect.

Setting tones

Setting the ringtone

1. On the home screen, touch 🔘 then the **All** tab.

2. Under **DEVICE**, touch **Sound**.

3. Touch **Phone ringtone** and select either of the following options from the displayed dialog box:

- **Ringtone**: choose from the default selection.

- **Music**: choose from the audio files you have saved to your phone.

4. Touch **Apply**.

Setting notification tones

1. On the home screen, touch 🔘 then the **All** tab.

2. Under **DEVICE**, touch **Sound**.

3. Touch **Notification tone**.

4. Select a tone type.

> 🛈 You can configure the email notification tone only after you have set up an email account.

5. Select a tone.

6. Touch **Apply**.

Setting the screen unlock method

Face unlock

1. On the home screen, touch ⚙ then the **All** tab.

2. Under **PERSONAL**, touch **Security**.

3. Touch **Screen lock** > **Face Unlock**.

4. Follow the onscreen instructions to take a photo of your face.
Your phone will use face unlock as the primary unlock method.

5. Set a secondary unlock method.

If face unlock cannot recognize you (dim light, for example), follow the onscreen instructions to unlock your phone using the secondary unlock method.

To turn off face unlock, use the secondary unlock method to enter the **Screen lock** screen, and select another unlock method.

Unlocking the screen with a pattern

1. On the home screen, touch ⚙ then the **All** tab.

2. Under **PERSONAL**, touch **Security**.

3. Touch **Screen lock** > **Pattern**.

4. Follow the onscreen instructions to set a screen unlock pattern.

> ℹ️ If you draw incorrect patterns five consecutive times, the screen stops responding to further unlock attempts for 30 seconds. You will still be able to make emergency calls during this time.

Unlocking the screen with a PIN

1. On the home screen, touch 	⚙	 then the **All** tab.

2. Under **PERSONAL**, touch **Security**.

3. Touch **Screen lock** > **PIN**.

4. Follow the onscreen instructions to set a screen unlock PIN.

After a PIN is set, you will have to enter it every time you want to unlock the phone screen.

> *i* If you enter incorrect PINs five consecutive times, the screen stops responding to further unlock attempts for 30 seconds. You will still be able to make emergency calls during this time.

Unlocking the screen with a password

1. On the home screen, touch 	⚙	 then the **All** tab.

2. Under **PERSONAL**, touch **Security**.

3. Touch **Screen lock** > **Password**.

4. Follow the onscreen instructions to set a screen unlock password.

5. Repeat the password and touch **OK**.

After a password is set, you will have to enter it every time you want to unlock the phone screen.

> *i* If you enter incorrect passwords five consecutive times, the screen stops responding to further unlock attempts for 30 seconds. You will still be able to make emergency calls during this time.

Customizing switch shortcuts on the notification panel

You can rearrange your switch shortcuts and move those you use most to top the list. Shortcuts on the top will be fully displayed on the notification panel.

1. Flick down from the status bar to open the notification panel.

2. Flick left on the upper area. Touch ⋮ to display the switch shortcut list.

3. Drag a switch shortcut to a new position in the list.

Changing the font size

1. On the home screen, touch ⚙ then the **All** tab.

2. Under **DEVICE**, touch **Display**.

3. Touch **Font size** and select a font size.

Adjusting the screen brightness

1. On the home screen, touch ⚙ then the **All** tab.

2. Under **DEVICE**, touch **Display**.

3. Touch **Brightness**.

4. In the displayed dialog box, perform either of the following operations:

- Select the **Automatic brightness** check box to have your phone automatically adjust its screen brightness based on the ambient light.

- Drag the slider left to reduce the screen brightness or drag it right to increase the screen brightness.

You can also flick down from the status bar to open the notification panel and adjust the screen brightness using the switch shortcuts.

Calls

Smart dialing

In addition to standard call procedures, smart dialing lets you quickly find contacts by entering parts of their names or numbers.

1. On the home screen, touch ![phone] .

2. Enter a phone number or the initials or first several letters of a contact name.
Matching contacts in your phone and phone numbers in your call log are then displayed in a list.

3. From the list, select the contact you want to call.

4. To end the call, touch ![end call] .

Answering or rejecting a call

![i] When a call comes in, you can press the volume button to mute the ringtone.
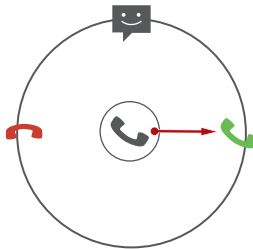
- Drag ![call] right to answer the call.
- Drag ![call] left to reject the call.
- Drag ![call] up to reject the call and send the caller a message.

![i] On the dialer screen, touch ☰ > **Call settings** > **Quick responses** to edit the message that will be sent.

Viewing the call log

1. On the home screen, touch 📞 to display your recent calls above the dialer.

2. Touch ⋮ > **Missed calls** to view your missed calls.

What you can do during a call
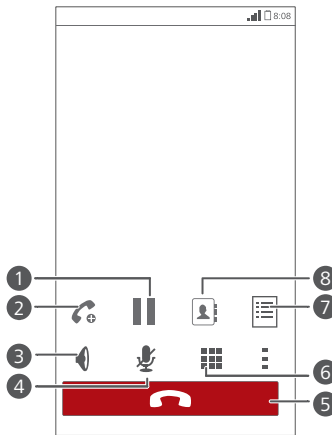
1	Touch ⋮ > ❚❚ to place the current call on hold, and touch ❚❚ again to resume the call.
2	Touch ⋮ > 📞 to start a three-way call. Before you use three-way calling, make sure you have subscribed to this service. For details, contact your service provider.
3	Touch 🔊 to use the speakerphone.
4	Touch 🎤 to mute or unmute the microphone.
5	Touch ☎ to end the call.
6	Touch ⊞ to display the dialer.
7	Touch ⋮ > 📋 to display a note.

8   Touch ⋮ > 👤 to display the contact list.

To return to the call screen, flick down from the status bar to open the notification panel, and touch **Current call**.

Making a conference call

Conference calling with your friends, family, and co-workers is easy. Make or answer a call, and dial another number to add the second participant to your conference call.

ⓘ   Before you make a conference call, make sure you have subscribed to the service. For details, contact your service provider.

1. Call the first participant.

2. When the call is connected, touch ⋮ > 📞 to call the second participant. The first participant will be placed on hold.

3. When the second call is connected, touch ⤴ to start a conference call.

4. To add more people to the call, repeat steps 2 and 3.

5. Touch ☎ to end the call.

Answering a third-party call

Before you answer a third-party call, make sure you have turned on call waiting.

1. If a call comes in when you are already in another call, drag 📞 right to answer the new call and place the first call on hold.

2. To switch between the two calls, touch ⋮ > 🔄 .

Making emergency calls

In the event of an emergency, you will still be able to make emergency calls without the use of a SIM card. However, you must still be under the coverage area.

1. On the home screen, touch .

2. Enter your local emergency number and touch .

 Emergency calls are subject to cellular network quality, use environment, service provider policies, and local laws and regulations. Never rely solely on your phone for critical communications when emergencies occur.

Other call services

Your phone also supports other call functions, such as call forwarding, call waiting, and voicemail. Before you use these functions, make sure you have subscribed to these services. For details, contact your service provider.

Enabling call forwarding

Too busy to answer all your calls with one phone? Forward them to another number and never miss an important call again!

1. On the home screen, touch then the **All** tab.

2. Under **APPS**, touch **Call**.

3. Touch **Call forwarding**.

4. Select a forwarding mode.

5. Enter the phone number to which you want to forward calls, and touch **Enable**.

Enabling call waiting

The call waiting function lets you answer another incoming call when you are already busy in a call and switch between the two calls.

1. On the home screen, touch then the **All** tab.

2. Under **APPS**, touch **Call**.

3. Touch **Additional settings**.

4. Touch **Call waiting** to enable call waiting.

Setting up your voicemail

Voicemail is your personal storage for missed calls, including the calls missed when you are in another call or your phone is powered off.

ℹ️ Before you use voicemail, make sure you have subscribed to the voicemail service and obtained your voicemail number. For details, contact your service provider. You must also enable call forwarding and set all incoming calls to be forwarded to your voicemail.

1. On the home screen, touch then the **All** tab.

2. Under **APPS**, touch **Call**.

3. Touch **Voicemail** > **Voicemail settings** > **Voicemail number**.

4. Enter your voicemail number, and touch **OK**.

To listen to your voicemail messages, touch and hold the **1** key on the dialer and follow the voice instructions.

People

Forget about lugging around business card holders. You can now easily store and manage your contacts.

Creating a contact

1. On the home screen, touch 📇 then the **Contacts** tab.

2. Touch 🔰 .

3. Select an account.

4. Enter the contact name, phone number, and other details. Touch **Add another field** to enter more information.

5. Touch **DONE** to save the contact.

Searching for a contact

1. On the home screen, touch 📇 then the **Contacts** tab.

2. Touch the search box.

3. Enter the contact name or initials.
   Matching results are displayed as you type.

For example, to search for John Doe, enter **John Doe** or **JD**.

Copying contacts

1. On the home screen, touch 📇 then the **Contacts** tab.

2. Touch ≡ > **Manage contacts** > **Copy contacts**.

3. From the displayed option menu, select the location where the contacts you want to copy are saved.

4. Touch the contacts you want to copy or touch **All** to select all contacts.

5. Touch **COPY** and select the account to which you want to paste the contacts.

Importing or exporting contacts

Your phone supports contact files in .vcf format only. This is a standard format for files storing contacts. Contact names, addresses, phone numbers, and other information can be saved in .vcf files.

Importing contacts from a storage device

You can import contacts saved in a .vcf file from a storage device to your phone.

1. On the home screen, touch then the **Contacts** tab.

2. Touch > **Manage contacts** > **Import from storage**.

3. Select one or more .vcf files.

4. Touch **OK**.

Importing contacts from a Bluetooth device

You can import contacts saved in a .vcf file from a Bluetooth device to your phone.

1. On the home screen, touch then the **Contacts** tab.

2. Touch > **Manage contacts** > **Import via Bluetooth**.
Your phone then enables Bluetooth and searches for available Bluetooth devices.

3. Touch the Bluetooth device with which you want to pair your phone.
When the two devices are paired, your phone automatically imports contacts from the other device.

Exporting contacts

Back up your contacts to an external storage device to avoid losing them during a system upgrade or by mistake.

1. On the home screen, touch 👤 then the **Contacts** tab.

2. Touch ☰ > **Manage contacts** > **Export to storage**.
A dialog box is then displayed, showing the exported .vcf file name and its save location.

3. Touch **OK**.

To view the .vcf file you just exported, open **File Manager**. The file is displayed in the root directory of your phone's internal storage.

Adding a contact to your favorites

1. On the home screen, touch 👤 then the **Favorites** tab.

2. Touch ⭐.

3. Touch the contact you want to add to favorites or touch **All** to select all contacts.

4. Touch **ADD**.

Deleting contacts

1. On the home screen, touch 👤 then the **Contacts** tab.

2. Touch ☰ > **Delete contacts**.

3. Touch the contacts you want to delete or touch **All** to select all contacts.

4. Touch **DELETE**.

5. Touch **OK**.

Deleting duplicate contacts

1. On the home screen, touch then the **Contacts** tab.

2. Touch > **Manage contacts** > **Delete duplicate contacts**

Sharing contacts

You can share contacts in .vcf format in many ways.

1. On the home screen, touch then the **Contacts** tab.

2. Touch > **Share contacts**.

3. Touch the contacts you want to share or touch **All** to select all contacts.

4. Touch **SHARE** and choose a sharing method from the displayed option menu.

Contact groups

You can create a contact group and send a message or email to all group members simultaneously.

Creating a contact group

1. On the home screen, touch then the **Groups** tab.

2. Touch .

3. Name the contact group.

4. Touch **Add members**.

5. Select one or more contacts.

6. Touch **ADD MEMBERS**.

7. Touch **DONE**.

Editing a contact group

1. On the home screen, touch [icon] then the **Groups** tab.

2. Touch and hold the contact group you want to edit.

3. From the displayed option menu, choose **Edit**.

4. Rename the group or manage group members.

5. Touch **DONE**.

Sending messages or emails to a contact group

1. On the home screen, touch [icon] then the **Groups** tab.

2. Touch and hold the contact group you want to send a message or email to.

3. From the displayed option menu, choose **Send message** or **Send email**.

[i] You can also open the contact group and touch [icon] to send a message or [icon] to send an email.

Deleting a contact group

1. On the home screen, touch [icon] then the **Groups** tab.

2. Touch and hold the contact group you want to delete.

3. From the displayed option menu, choose **Delete**.

[i] Deleting a contact group will not remove the contacts in the group from your phone.

Messaging

Sending a text message

1. On the home screen, touch 😊 .

2. In the list of message threads, touch 📇 .

3. Touch the recipient text box and enter the contact name or phone number.

i Touch 👤₊ to select more contacts.

4. Write your message.

5. Touch **Send**.

Sending a multimedia message

Make sure your data service is on before trying to send multimedia messages.

1. On the home screen, touch 😊 .

2. In the list of message threads, touch 📇 .

3. Touch the recipient text box and enter the contact name or phone number.

i Touch 👤₊ to select more contacts.

4. Touch ☰ > **Add subject** and enter the message subject.

5. Write your message.

6. Touch ✏ , select the attachment type, and attach a file.

i To attach more than one files to the message, touch **Slideshow**.

7. Touch **Send**.

i Your phone supports multimedia messages up to 300 KB. Messages larger than that cannot be sent using MMS.

Replying to a message

1. On the home screen, touch .

2. In the list of message threads, touch a contact name or phone number to view the conversation thread.

3. Touch the text field to write your reply.

4. Touch **Send**.

Searching for a message

1. On the home screen, touch .

2. In the list of message threads, touch > **Search**.

3. Enter the message or contact, or parts of them.
Your phone then displays matching results.

Managing messages

Copying a message

1. On the home screen, touch .

2. In the list of message threads, touch a contact name or phone number to view the conversation thread.

3. Touch and hold the message you want to copy.

4. From the displayed option menu, choose **Copy text**.

5. Touch and hold the area you want to paste the message and choose **Paste** from the displayed option menu.

Forwarding a message

1. On the home screen, touch 😊.

2. In the list of message threads, touch a contact name or phone number to view the conversation thread.

3. Touch and hold the message you want to forward.

4. From the displayed option menu, choose **Forward**.

5. Touch the recipient text box and enter the contact name or phone number.

🛈 Touch 👥 to select more contacts.

6. Touch **Send**.

Deleting a message

1. On the home screen, touch 😊.

2. In the list of message threads, touch a contact name or phone number to view the conversation thread.

3. Touch and hold the message you want to delete and touch **Delete**.

Deleting a thread

1. On the home screen, touch 😊.

2. In the list of message threads, touch and hold the thread you want to delete.

3. From the displayed option menu, choose **Delete messages**.

Modifying message settings

1. On the home screen, touch 😊.

2. In the list of message threads, touch ☰.

3. Touch **Settings**.

4. Change the message tone, manage SIM card messages, and more.

Browser

Your phone's browser lets you surf the web and stay on the ball with up-to-date news and information. Staying connected has never been easier.

Browsing web pages

1. On the home screen, touch 🌐 .

2. Enter a website address in the address box.
Your phone displays matching websites as you type.

3. Touch the website you want to visit.

Managing bookmarks

Bookmarks let you keep track of your favorite websites.

Adding a bookmark

1. On the home screen, touch 🌐 .

2. On the **Browser** screen, open the web page you want to add as a bookmark.

3. Touch ☰ > **Save to bookmarks**.

4. Name the bookmark or use the default name. Then, touch **OK**.

Accessing a bookmark

1. On the home screen, touch 🌐 .

2. On the **Browser** screen, touch ☰ .

3. Touch **Bookmarks**.

4. Under **Local**, touch a bookmark.

Editing a bookmark

1. On the home screen, touch 📘 .

2. On the **Browser** screen, touch ☰ .

3. Touch **Bookmarks**.

4. Touch and hold the bookmark you want to edit.

5. From the displayed option menu, choose **Edit bookmark**.

6. Edit the bookmark.

7. Touch **OK**.

Setting the home page

Set your favorite web page as your browser's home page to make life a little easier.

1. On the home screen, touch 📘 .

2. On the **Browser** screen, touch ☰ .

3. Touch **Settings** > **General** > **Set homepage**.

4. From the displayed option menu, choose the web page you want to set as the home page.

Clearing your browsing history

To better protect your privacy, clear your browsing history from time to time.

1. On the home screen, touch 📘 .

2. On the **Browser** screen, touch ☰ .

3. Touch **Settings** > **Privacy & security** > **Clear history**.

4. Touch **OK**.

Modifying browser settings

1. On the home screen, touch 🌐 .

2. On the **Browser** screen, touch ≡ .

3. Touch **Settings**.

4. Customize your browser settings to better fit your needs.

Email

Don't want to miss important emails from your friends or clients during your business trip? Use your phone to read and reply to emails when you are on the go.

Adding a POP3 or IMAP email account

Certain parameters must be set when you add a POP3 or IMAP email account. For details, contact your email service provider.

1. On the home screen, touch .

2. Select an email account type.

3. Enter your **Email address** and **Password**, and touch **Next**.

4. Follow the onscreen instructions to configure the email settings.

When the email account is set up, the **Inbox** screen is displayed.

> To add more email accounts, touch ≡ > **Settings** > **Add account**.

Adding an Exchange account

Exchange is an email system developed by Microsoft to implement communication inside an enterprise. Some email service providers also provide Exchange accounts for individuals and families.
Certain parameters must be set when you add an Exchange account. For details, contact your email service provider.

1. On the home screen, touch .

2. Touch **Exchange**.

3. Enter your **Email address**, **Domain**, **Username**, and **Password**. Then, touch **Next**.

4. Follow the onscreen instructions to configure the email settings.

When the Exchange account is set up, the **Inbox** screen is displayed.

Switching between email accounts

1. On the home screen, touch .

2. Touch the email address on the top to display your email account list.

3. Touch an email account you want to use.

Sending emails

1. On the home screen, touch .

2. Open an email account.

3. On the **Inbox** screen, touch .

4. Enter the recipient and subject and write your message. Upload any attachments.

5. When you are done, touch to send the email.

Checking your emails

1. On the home screen, touch .

2. Open an email account.

3. On the **Inbox** screen, touch the email you want to read.

4. When reading an email, you can:

- Touch to reply to it.

- Touch to forward it.

- Touch to delete it.

- Touch to go back to the previous email.

- Touch to skip to the next email.

 Mail retrieval may be slightly delayed, depending on the network condition. Touch in the lower right corner to refresh the inbox.

Removing an email account

After you remove an email account, your phone will no longer send or receive emails using that account.

1. On the home screen, touch 📧 .

2. On the **Inbox** screen, touch ☰ .

3. Touch **Settings**.

4. Select the account you want to remove.

5. Under **REMOVE ACCOUNT**, touch **Remove account**.

6. Touch **OK**.

Modifying email account settings

1. On the home screen, touch 📧 .

2. On the **Inbox** screen, touch ☰ .

3. Touch **Settings** > **General**.

4. Set the font size, display options, and other settings.

Multimedia

Camera

As time flies by, there must be some memories you want to keep forever.
Camera is a great tool for this. It supports a variety of capture modes, such
as beauty and smile.

Viewfinder
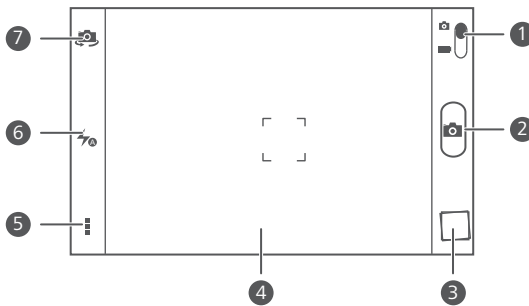
1	• Drag the slider to to switch to photo mode. • Drag the slider to to switch to video mode.
2	• Touch to take a photo. • Touch and hold to take burst shots.
3	Touch the thumbnail to view your photos.
4	• Touch an object on the viewfinder to focus the camera on it. • Spread two fingers to zoom in or pinch to zoom out.
5	Touch for more options.
6	Touch to set the flashlight mode.
7	Touch to switch between the rear and front cameras.

Taking a photo

1. On the home screen, touch .

2. Frame the scene you want to capture. The camera automatically focuses itself.
When the viewfinder frame turns green, the camera is focused.

3. Touch .

Shooting a video

1. On the home screen, touch .

2. Frame the scene you want to record.

3. Touch to start recording.

4. Touch to stop recording.

Using HDR

High dynamic range (HDR) imaging technology improves the details in the lightest and darkest areas of photos for true-to-life quality.

1. On the home screen, touch .

2. In photo mode, touch > to switch to HDR mode.

3. Frame the scene you want to capture. The camera automatically focuses itself.
When the viewfinder frame turns green, the camera is focused.

4. Touch .

Taking a panoramic photo

Are you still upset that your camera's view angle isn't wide enough to capture an incredible scene? Panorama mode is exactly the solution you need. You'll be able to piece together several photos and combine them into one seamless shot.

1. On the home screen, touch .

2. In photo mode, touch ⋮ > 🖼 to switch to panoramic mode.

3. Frame the scene you want to capture.

4. Touch 🖼.

5. Move your phone slowly in the direction indicated by the arrow to capture multiple photos.

> ⓘ If the viewfinder screen turns red, the view will not be captured. This may happen when you have moved your phone too fast or the viewfinder scope has gone beyond the limits of the panoramic view.

6. Your phone stops shooting when it has taken enough photos for a panoramic photo. You can also touch ⬭ to stop shooting.
The camera automatically stitches the photos together to create one panoramic photograph.

Taking a photo using audio control

1. On the home screen, touch 📷 .

2. Touch ⋮ > ⚙ > 🔊 to switch to audio control mode.

3. Frame the scene you want to capture. Your phone will take a photo when the surrounding noise reaches a certain decibel level.

Setting the save location for photos

1. On the home screen, touch 📷 .

2. On the viewfinder, touch ⋮ > ⚙ > **Preferred save location**.

3. You can then:

- Touch **SD card** to save the photos or videos to a microSD card by default.

- Touch **Internal storage** to save the photos or videos to the internal storage by default.

Gallery

Gallery is your personal treasure box of sweet memories.

Viewing photos or videos

In your **Gallery**, photos and videos are stored in separate albums.

1. On the home screen, touch .

2. Touch the album you want to view.

3. Touch the photo or video to view it in full screen mode.

> When viewing a photo, pinch two fingers together to zoom out or spread them apart to zoom in.

Playing a slideshow

1. On the home screen, touch .

2. Touch an album.

3. Touch > **Slideshow** to play a slideshow of the photos in the album.

4. Touch the screen to stop the slideshow.

Editing a photo

You can remove red eye, crop a photo, or apply a number of effects to make your photos even more stunning.

1. On the home screen, touch .

2. Touch the photo you want to edit.

3. Touch > **Edit** and then you can:

- Touch to select a filter.

- Touch to rotate or crop the photo.

- Touch to lighten or shadow the photo.

- Touch to add a frame to the photo.

4. Touch ![save icon] .

Rotating a photo

1. On the home screen, touch ![gallery icon] .

2. Touch the photo you want to rotate.

3. Touch ![menu icon] > **Rotate Left** or **Rotate Right**.

![info icon] You can also enable the auto-rotate screen function to have your phone automatically adjust the display orientation when you rotate your phone.

Cropping a photo

1. On the home screen, touch ![gallery icon] .

2. Touch the photo you want to crop.

3. Touch ![menu icon] > **Edit**.

4. Touch ![crop icon] > **Crop** and then you can:

- Drag the grid to reposition it.
- Drag the frames of the grid to resize it.

5. Touch ![save icon] .

Deleting a photo

1. On the home screen, touch ![gallery icon] .

2. Touch the photo you want to delete.

3. Touch ![trash icon] .

4. Touch **Delete**.

Sharing a photo or video

Want to share your best shots or an amusing trick your dog just did? Simply share the photos and videos using email, Bluetooth, and more.

1. On the home screen, touch .

2. Touch the photo or video you want to share.

3. Touch .

4. Choose a sharing method and follow the onscreen instructions.

Setting a photo as the wallpaper

1. On the home screen, touch .

2. Choose the photo you want to set as the wallpaper.

3. Touch > **Set as** > **Wallpaper**.

4. Drag the frames of the grid to resize it.

5. Touch .

Music

Adding songs

You can copy songs to your phone and immerse yourself in a world of extraordinary sound anytime. Add songs to your phone by:

• Copying songs from your computer using a USB cable.

• Downloading songs from the web.

• Copying songs from Bluetooth devices.

• Copying songs from other devices using Wi-Fi.

Listening to music

1. On the home screen, touch 🔵.

2. Touch the category of songs you want to play.

3. Touch an album cover to play the songs in the album.

4. Flick up from the bottom of the screen to display the playback screen.
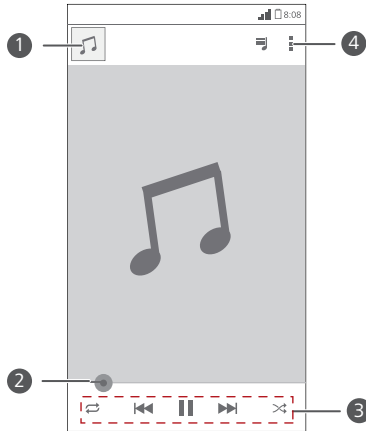
1	Touch the thumbnail to return to the song list.
2	Drag the slider to control the playback.
3	• Touch ⇄ to switch between different playing modes (repeat the playlist, repeat the current song, and play in sequence). • Touch ❚❚ to pause and touch ▶ to play. • Touch ⏮ to go back to the previous song. • Touch ⏭ to skip to the next song. • Touch ⤬ to enable or disable shuffle mode.
4	Touch ⋮ to display an option menu where you can view the information about the album or song.

ⓘ When a song is playing, touch ⌂to exit the playback screen without
stopping the song. To return to the music playback screen, open the
notification panel and touch the song being played.

Adding songs to a playlist

1. On the home screen, touch 🎵.

2. Select the songs you want to add to a playlist.

3. Touch ⋮ > **Add to playlist**.

4. Touch **New playlist** or an existing playlist, and follow the onscreen
instructions to add the songs to the playlist.

Playing a playlist

1. On the home screen, touch 🎵.

2. Touch ≡🎧to open the main menu.

3. Touch **Playlists**.

4. Select the playlist you want to play.

5. Touch ⋮ > **Shuffle**.

Deleting a playlist

1. On the home screen, touch 🎵.

2. Touch ≡🎧to open the main menu.

3. Touch **Playlists**.

4. Select the playlist you want to delete.

5. Touch ⋮ > **Delete**.

6. Touch **OK**.

Internet connection

Mobile data connection

After you insert a SIM card into your phone and power it on for the first time, your phone automatically registers with your service provider's data service.

Enabling the data service

1. On the home screen, flick down from the status bar to open the notification panel.

2. Touch ⇅ to enable your phone's data service.

> *i* When you don't need to access the Internet, disable the data service to save battery power and reduce data usage.

Creating an APN

The Access Point Name (APN) is a necessary parameter for a phone to connect to a mobile network or send multimedia messages. It is usually automatically set after you insert a SIM card into your phone. If your phone cannot connect to a mobile network using the automatically set APN, contact your service provider for the specific parameters and create a new APN.

1. On the home screen, touch 🔘 .

2. Under **All**, touch **Mobile networks**.

3. Touch **Access Point Names**.

4. Touch ⋮ > **New APN**.

5. Enter the access point name and other parameters.

6. Touch ↫ .

> *i* In the APN list, touch ⋮ > **Reset to default** to reset the APN information.

Setting up a Wi-Fi connection

When you use your phone at home, you can connect to the Wi-Fi hotspot created from your router. Some public locations, such as airports and libraries, may also have Wi-Fi networks available for use.

Connecting to a Wi-Fi network

1. On the home screen, touch 	then the **All** tab.

2. Under **WIRELESS & NETWORKS**, touch the Wi-Fi switch to turn on Wi-Fi.

3. Under **WIRELESS & NETWORKS**, touch **Wi-Fi**.
You phone then scans for available Wi-Fi networks and displays them.

4. Choose the Wi-Fi network you want to connect to and touch **Connect**.
For an encrypted Wi-Fi network, enter the password when prompted.

> 	If Wi-Fi and mobile data are both enabled, your phone connects to the Wi-Fi network preferentially. When Wi-Fi becomes unavailable, your phone automatically switches to the mobile data connection.

Using the WPS button

1. On the home screen, touch 	then the **All** tab.

2. Under **WIRELESS & NETWORKS**, touch the Wi-Fi switch to turn on Wi-Fi.

3. On the Wi-Fi network list, touch 	.

4. On the Wi-Fi hotspot device, press the WPS button.

Using the WPS PIN

1. On the home screen, touch 	then the **All** tab.

2. Under **WIRELESS & NETWORKS**, touch the Wi-Fi switch to turn on Wi-Fi.

3. On the Wi-Fi network list, touch 	.

4. Touch **Input WPS PIN**.
Your phone generates a PIN.

5. On the Wi-Fi hotspot device, enter the PIN.

Sharing your phone's mobile data connection

Want to access the Internet from multiple devices when you are on the go? Use USB tethering or set your phone as a Wi-Fi hotspot to share its data connection with other devices.

Wi-Fi hotspot

Your phone can also function as a Wi-Fi hotspot for other devices, sharing its mobile data connection.

1. On the home screen, touch 🔘 then the **All** tab.

2. Under **WIRELESS & NETWORKS**, touch **More…**.

3. Touch **Tethering & portable hotspot** > **Configure Wi-Fi hotspot**.

4. Name the Wi-Fi hotspot.

5. Select an encryption mode.

> ⓘ It is recommended that you set the encryption mode to WPA2 PSK to better secure the Wi-Fi network.

6. Set the key to the Wi-Fi hotspot.

When other devices want to access your phone's network, this key must be entered.

7. Select the **Portable Wi-Fi hotspot** check box.

8. On the device you want to use, search for and connect to your phone's Wi-Fi network.

USB tethering

You can share your phone's data connection with a computer using a USB
cable.

To use USB tethering, you may need to install your phone's driver on the
computer or establish a network connection, depending on your computer's
operating system. If your computer runs Windows 7, Windows Vista, or a
latest Linux operating system (such as Ubuntu 10.4), you can use your
phone's USB tethering function without configuring any settings on the
computer. If you are running an earlier version of Windows or another OS,
your PC will identify and install a driver automatically.

1. Use a USB cable to connect your phone to the computer.

2. On the home screen, touch 🔘 then the **All** tab.

3. Under **WIRELESS & NETWORKS**, touch **More…**.

4. Touch **Tethering & portable hotspot**.

5. Select the **USB tethering** check box to share your phone's data connection.

🛈 You cannot use your phone's USB tethering function when the phone is
in USB storage mode.

Controlling your data usage

Your phone's data usage control function lets you check and control your
data usage. Set a data usage cycle and a mobile data limit for this period and
you will be notified when data usage reaches this limit.

Setting your mobile data usage limits

1. On the home screen, touch 🔘 then the **All** tab.

2. Under **WIRELESS & NETWORKS**, touch **More…**.

3. Touch **Data usage**.

4. Select the **Set mobile data limit** check box.

5. Set the data usage limits as follows:

- Drag the limit line up or down to adjust the mobile data usage limit.

- Drag the warning line up or down to adjust the mobile data usage warning value. When your data usage reaches the warning line, you will be notified.

- Drag the date lines left or right to check the data usage during a specific period of time.

- Touch **Data usage cycle** to set the statistical cycle for data usage.

Viewing the data usage of an application

1. On the home screen, touch 🔘 then the **All** tab.

2. Under **WIRELESS & NETWORKS**, touch **More…**.

3. Touch **Data usage**.

4. Flick up to view the data usage of all applications.

5. Touch an application for more details.

Restricting the background mobile data usage

You can restrict the background mobile data usage of some or all applications to save data traffic. This function only takes effect when your phone is using a mobile data connection. When your phone is connected to a Wi-Fi network, applications run without any data restrictions.

1. On the home screen, touch 🔘 then the **All** tab.

2. Under **WIRELESS & NETWORKS**, touch **More…**.

3. Touch **Data usage**.

4. Touch ⋮ , and select the **Restrict bkgd. data** check box to restrict the background mobile data usage of all applications.

ⓘ To restrict the background mobile data usage of a specific application, choose the application from the application list on the **Data usage** screen to display its data usage details. Then touch ⋮ and select the **Restrict bkgd. data** check box.

Restricting automatic data synchronization

Restricting automatic data synchronization helps save data traffic and battery power. After this function is enabled, you have to manually synchronize your accounts.

1. On the home screen, touch ⚙ then the **All** tab.

2. Under **WIRELESS & NETWORKS**, touch **More…**.

3. Touch **Data usage**.

4. Touch ⋮ and clear the **Auto-sync data** check box.

Sharing data

Bluetooth

Your phone is Bluetooth-capable, allowing you to connect to other Bluetooth-enabled devices for wireless data transmission. When using Bluetooth, stay within 10 meters (33 feet) of other Bluetooth devices.

Turning on Bluetooth

1. On the home screen, touch then the **All** tab.

2. Under **WIRELESS & NETWORKS**, touch **Bluetooth**.

When Bluetooth is turned on, your phone's name is displayed at the top of the **Bluetooth** screen. Touch the name to set your phone's visibility.

> To rename your phone, touch > **Rename phone**. When you are done, touch **Rename** to save the changes.

Pairing with other Bluetooth devices

To exchange data with another Bluetooth device, enable Bluetooth on both devices and pair them with each other.

1. On the home screen, touch then the **ALL** tab.

2. Under **WIRELESS & NETWORKS**, touch **Bluetooth**.

3. From the list of detected Bluetooth devices, touch a device and follow the onscreen instructions to pair with it.

To disconnect from a paired Bluetooth device, under **PAIRED DEVICES**, touch > **Unpair**.

> If a Bluetooth connection cannot be set up between your phone and another device, they may be incompatible.

Sharing files using Bluetooth

Bluetooth enables you to conveniently send photos, videos, and other files to your family and friends. You can share files with Bluetooth-enabled devices without an Internet connection.

1. On the home screen, touch .

2. Touch and hold the file you want to send.

3. From the displayed option menu, choose **Share** > **Bluetooth**.

4. From the detected Bluetooth device list, select a device.

Receiving files using Bluetooth

1. When your phone receives a file transfer request, open the notification panel.

2. Touch **Bluetooth share: Incoming file** to display a file reception dialog box.

3. Touch **Accept** to start receiving the file.

When the file is received, you will receive a notification of a successful transfer. Open the notification panel to read the notification. By default, received files are saved to the **bluetooth** folder in **File Manager**.

Wi-Fi Direct

Wi-Fi Direct lets you easily connect two devices and transmit or share data between them.

Connecting two devices using Wi-Fi Direct

1. On the home screen, touch then the **All** tab.

2. Under **WIRELESS & NETWORKS**, touch the Wi-Fi switch to turn on Wi-Fi.

3. In the Wi-Fi network list, touch .
You phone then scans for available devices and displays them.

4. Select a device.

Sending a file using a Wi-Fi network

1. Touch and hold the file you want to send.

2. From the displayed option menu, choose **Share**.

3. Touch **Wi-Fi direct**.

You phone then scans for available devices and displays them.

4. Touch the device you want to send the file to.

i Specific steps may vary slightly by file type.

Using DLNA

The Digital Living Network Alliance (DLNA) aims to implement intercommunication between computers and other electronic products through wired and wireless networks, providing users with seamless digital media services. DLNA enables users on the same Wi-Fi network to share multimedia files easily. Using DLNA, you can:

- Share multimedia files with your friends.

- Access multimedia files on other DLNA devices.

- Play multimedia files on other devices and control the playback.

i Before you use DLNA, make sure your phone and other DLNA devices are connected to the same Wi-Fi network and DLNA is enabled on all devices.

On the home screen, touch **Tools** > to access this application. You can then share photos, videos, and songs with other DLNA devices, as well as view and download the multimedia files that other DLNA devices are sharing with you.

Huawei Beam

Huawei Beam lets you quickly share data between two Near Field Communication (NFC) enabled phones. To beam a web page or contact to another phone, place the two phones back to back and touch the content.

Turning on Huawei Beam

1. On the home screen, touch ⚙ then the **All** tab.

2. Under **WIRELESS & NETWORKS**, touch **More…**.

3. Touch the **NFC** switch to turn on NFC.

4. Touch **NFC** then the **Huawei Beam** switch to turn on **Huawei Beam**.

Sharing a web page or contact through Huawei Beam

Before you use Huawei Beam to share a web page or contact, make sure that both phones are not locked and that NFC and Huawei Beam are enabled.

1. Select the web page or contact you want to share.

2. Place the two phones back to back. After a connection is set up, the phones play a tone, and the web page or contact screen shrinks.

3. Touch the shrunken screen to display its information on the other phone.

Connecting your phone to a computer

When you connect your phone to a computer using a USB cable, your phone will display a notification prompting you to select a connection type.

MTP mode

The Media Transfer Protocol (MTP) is used to transfer media files, such as pictures, songs, and videos, between your phone and a computer. The MTP mode is only compatible with Windows Media Player 10 or later.

1. Use a USB cable to connect your phone to the computer.

2. On the **USB computer connection** screen, choose **Media device (MTP)**. The phone driver is then automatically installed on the computer.

3. After the driver is installed, follow the onscreen instructions on the computer to view or transfer files.

PTP mode

The Picture Transfer Protocol (PTP) is another method to transfer pictures and videos to your computer.

1. Use a USB cable to connect your phone to the computer.

2. On the **USB computer connection** screen, choose **Camera (PTP)**.
The phone driver is then automatically installed on the computer.

3. After the driver is installed, follow the onscreen instructions on the computer to view or transfer files.

Mass storage mode

In mass storage mode, you can use your phone as a USB mass storage device and transfer files between your phone and a computer.

1. Use a USB cable to connect your phone to the computer.

2. On the **USB computer connection** screen, choose **USB mass storage**.
The phone driver is then automatically installed on the computer.

3. The computer will identify your phone as a USB mass storage device. You can then transfer files between your phone and the computer.

⚠ After file transmission, safely remove the device from the computer and disconnect it from the USB cable to prevent your data from being lost or corrupted.

File Manager

File Manager helps you manage files and applications in your phone's internal storage and microSD card. You'll be able to view, create, edit, delete, move, archive, compress, and decompress files.

Switching between category and list views

File Manager provides category and list views.

- Under the category view, audio clips, videos, images, and applications in your phone's internal storage and microSD card are displayed by category, easy for you to browse through.

- Under the list view, files in your phone's internal storage and microSD card are displayed in a list.

On the home screen, touch ⬜ . Under **Internal**, touch ⬛ to switch to the category view or touch ☰ to switch to the list view.

Creating a folder

You can create folders to better manage the files and applications stored in your phone's internal storage or microSD card.

1. On the home screen, touch ⬜ .

2. Touch **Internal** or **SD card**.

3. Touch ☰ > **New folder**.

4. In the displayed dialog box, name the new folder.

5. Touch **Save**.

Searching for a file

Too many files stressing you out? The search function helps you find what you need in no time.

1. On the home screen, touch 📁 .

2. Touch **Internal** or **SD card**.

3. Touch ☰ > **Search**.

4. Enter part or all of the file name.
Matching results will be displayed.

Copying, cutting, and pasting a file

1. On the home screen, touch 📁 .

2. Touch and hold the file you want to copy or cut.

3. From the displayed option menu, choose **Copy** or **Cut**.

4. Select where you want to paste the file.

5. Touch **Paste**.

Compressing or decompressing files

You can compress files into .zip files to save space or decompress .zip and .rar files.

1. On the home screen, touch 📁 .

2. Touch and hold the file or folder you want to compress.

3. From the displayed option menu, choose **Compress**.

4. Choose the save path of the compressed file and name it.

5. Touch **OK**.

To decompress a file, touch and hold it and choose **Extract** from the displayed option menu.

Renaming a file

1. On the home screen, touch .

2. Touch and hold the file you want to rename.

3. From the displayed option menu, choose **Rename**.

4. In the displayed dialog box, enter a new name for the file.

5. Touch **OK**.

Deleting a file

1. On the home screen, touch .

2. Touch and hold the file you want to delete.

3. From the displayed option menu, choose **Delete**.

4. Touch **OK**.

Creating a shortcut for a file or folder

1. On the home screen, touch .

2. Touch and hold the file or folder you want to create a shortcut for.

3. From the displayed option menu, choose **Desktop shortcuts**.

Checking the memory status

Before you save large files to your phone's internal storage or microSD card,
make sure there is enough space first.

1. On the home screen, touch .

2. Touch > **Storage**.

3. On the **Storage settings** screen, view the total and available space on your
phone's internal storage or microSD card.

Managing applications

Downloading applications

A rich selection of applications is available through Google's **Play Store**. You can also connect your phone to a computer and transfer applications over that way.

Installing an application

> It is recommended that you use **Play Store** as your primary download source. Certain third-party applications from other sources may not be compatible with your phone.

1. On the home screen, touch **Tools** > 🔽 .

2. Select the application you want to install.

3. Touch ☰ > **Install**.

4. Touch **Done**.

> During the installation, an **Install blocked** message may be displayed. Read the message carefully. If you want to continue with the installation, touch ⚙ then **All** > **Security**, and select the **Unknown sources** check box to allow installation of third-party applications. Then touch ↩ to proceed.

Viewing applications

You can view detailed information about all applications installed on your phone.

1. On the home screen, touch ⚙ then the **All** tab.

2. Under **APPS**, touch **Manage apps**.

3. Flick to **All**.

4. Select the application you want to view.

Uninstalling an application

You can remove unwanted applications to increase your phone's available storage.

1. On the home screen, touch then the **All** tab.

2. Under **APPS**, touch **Manage apps**.

3. Flick to **All**.

4. Select the application you want to uninstall.

5. Touch **Uninstall** > **OK**.

 Some pre-installed applications cannot be uninstalled.

Clearing the application cache

You can clear the application cache to free up the phone memory.

1. On the home screen, touch then the **All** tab.

2. Under **APPS**, touch **Manage apps**.

3. Flick to **All**.

4. Touch **Clear cache**.

Phone Manager

About Phone Manager

Phone Manger is a system application that lets you better protect and manage your phone. Phone manger enables you to optimize the system performance by diagnosing your phone, cleaning out trash files, and more. You can also manage the access permissions of your applications to keep your personal and private data safe.

Phone accelerator

If you are experiencing slowdown issues with your phone, you may have too many applications using up too much memory. Optimize your system by using phone accelerator.

1. On the home screen, touch .

2. Touch **Phone accelerator**.

3. Select the unwanted applications, and touch **CLOSE**.

Storage cleaner

1. On the home screen, touch .

2. Touch **Storage cleaner**.

3. Touch **Smart scan**, and clean your phone storage based on the scan results.

On the **Storage cleaner** screen, touch to have your phone periodically (you set the time interval) clean the cache, thumbnails, storage, and more.

Harassment filter

1. On the home screen, touch 🛡 .

2. Touch **Harassment filter**.

3. On the **Harassment filter** screen, you can:

- Touch **Calls** or **Messages** to view the blocked calls or messages.

- Touch **Blacklist** > **ADD CONTACTS** to add a number to the blacklist.

Power saving

1. On the home screen, touch 🛡 .

2. Touch **Power saving**.

3. On the **Power saving** screen, you can:

- Turn off the functions not in use to save power.

- Touch **Power monitoring** and manually optimize the power plan based on the scan results.

- Touch **Smart** to enable smart mode and have your phone conserve power while still allowing full use of all phone functions.

- Touch **Endurance** to enable endurance mode and have your phone consume the least amount of power possible.

- Touch **Normal** to enable normal mode.

Notification manager

Some applications may push all kinds of notifications to your phone. Notification manager lets you set restriction rules on notifications to avoid receiving unnecessary information.

1. On the home screen, touch 🛡 .

2. Flick left on the lower part of the screen, and touch **Notification manager**.

3. On the **Notification manager** screen, you can:

- Touch **Rules** to view applications that may send notifications to the notification panel and set push rights for your applications.

- Touch **Log** to view the blocked notifications.

Startup manager

1. On the home screen, touch .

2. Flick left on the lower part of the screen, and touch **Startup manager**.

3. On the **Startup manager** screen, you can:

- Select an application to have it run automatically at system startup.

- Deselect an application to prevent it from running at system startup.

Google services

About Google services

To use Google services, such as emailing using Gmail, instant chatting, querying location information, watching online videos, or downloading applications from the Play Store, sign in with a Google account. If you don't have one, open a Google application and follow the onscreen instructions to create your Google account.

ℹ️ Google applications, services, and functions vary with country and service provider. Please follow local laws and regulations when you use Google services.

Gmail

Gmail is Google's official email service.

Sending an email

1. On the home screen, touch **Google apps** > 📧 to open your mailbox. If you have added more than one Google accounts, select the one you want to use.

2. Touch 📧.

3. Enter the recipient and subject, compose your message, and touch ➤ .

Checking your emails

1. On the home screen, touch **Google apps** > 📧 to open your mailbox. If you have added more than one Gmail accounts, select the one you want to use.

2. From the email list, select the email you want to read.

   • Touch ⬅ to reply to it.

- Tap ⋮ > **Reply all** to reply to all.

- Touch ⋮ > **Forward** to forward the email.

Hangouts

Hangouts is an instant chat application provided by Google. With Hangouts, you can reach your friends using messages, or voice and video chats.

1. On the home screen, touch **Google apps** > .

2. Touch ＋.

3. Enter the email address of your friend.

4. Touch ▤ at the bottom of the screen to start messaging or touch ◼◀ to start a video chat.

Maps

Maps helps you find out where you are, shows you how to get to a destination, and displays real-time traffic. Satellite view is also available.

Turning on location services

1. On the home screen, touch ◉.

2. Under **All**, touch **Location access**.

3. Touch **Access my location** to let selected applications access your location information.

4. Select the **GPS satellites**, **Wireless networks**, and **Use Quick GPS** check boxes.

Searching for places of interest

Before you use Maps to search for a location, turn on your location services.

1. On the home screen, touch ▦.

2. Touch 🔍.

3. Enter the location you want to search for.

4. Touch in the lower right corner of the keyboard. The search results are then marked on the map by letters.

5. Touch a mark to see how to get there and view more details about the location.

Getting somewhere

1. On the home screen, touch .

2. Touch .

3. Choose a transportation method.

4. Follow the onscreen instructions to enter your starting point and destination.

5. Touch in the lower right corner of the keyboard to display the routes.

6. Touch a route to view its details on the map.

Touch to clear the search results.

YouTube

YouTube is Google's online video-sharing website, where you can search for, watch, and upload videos.

Searching for a video

1. On the home screen, touch **Google apps** > .

2. Touch .

3. Enter the keywords for the video you want to find.

4. Touch in the lower right corner of the keyboard.

5. From the search results, touch a video to watch it.

Sharing a video

From the video list, select the video you want to share. Then, touch and select a sharing method.

Play Store

Play Store is Google's digital application distributed platform, where you can download applications and games, as well as update and browse downloaded content.

Installing an application

1. On the home screen, touch .

2. Find the application you want to install.

3. Follow the onscreen instructions to download and install it.

Uninstalling an application

1. On the home screen, touch .

2. Touch > **My Apps**.

3. Select the application you want to uninstall, and touch **Uninstall**.

4. Touch **OK**.

Basic utilities

Your phone comes with a variety of useful tools, such as **Calendar**, **Clock**, and **Calculator**, helping you keep yourself organized.

Backup

Backup lets you back up your important data and restore them after a system upgrade or reset.

Backing up data to local storage

1. On the home screen, touch **Tools** > .

2. Touch **Back up to SD card**.

3. Select the data you want to back up.

4. Touch **BACKUP**.

5. Enter a password when prompted.

6. Touch **OK** again.

By default, backup files are saved to the **HuaweiBackup** folder in **File manager**.

Restoring data from local storage

1. On the home screen, touch **Tools** > .

2. Touch **Restore from SD card**.

3. From the backup file list, choose the files you want to restore.

4. Enter the backup password.

5. Touch **OK**.

6. Touch **RESTORE**.

Calendar

Calendar is your personal assistant that helps you manage, arrange, and keep track of all important events.

Creating an event

1. On the home screen, touch 28 .

2. Touch + .

3. Enter event details, such as the event name, time, and location.

4. Touch **SAVE**.

Viewing events

1. On the home screen, touch 28 .

2. Touch the date in the upper left corner to switch between the year, month, week, day, and agenda views. The agenda view displays all your calendar events.

Sharing an event

You can share an event with your family and friends in a number ways, such as Bluetooth.

1. On the home screen, touch 28 .

2. Open an event you want to share.

3. Touch ☰ > **Send event**.

4. Select a sharing method and follow the onscreen instructions.

Synchronizing and viewing events

Calendar events in your accounts (such as an email account) can be synchronized to and viewed on **Calendar**.

1. On the home screen, touch 28 .

2. Touch ☰ > **Calendars to display**.

3. Select the account whose calendar you want to display.

4. Touch ☰ > **Calendars to sync**.

5. Select the account from which you want to synchronize calendar events.

6. Touch **OK**.

Modifying calendar settings

1. On the home screen, touch 28 .

2. Touch ☰ > **Settings**.

3. Follow the onscreen instructions to configure the calendar settings.

Clock

Clock lets you view the time around the world, use stopwatch or timer to keep track of time, or set alarms to wake you up in the morning.

Adding an alarm

1. On the home screen, touch 🕐 then the **Alarm** tab.

2. From the alarm list, touch ＋ .

3. Set the alarm time, ringtone, how often it repeats, and more.

4. Touch **DONE**.

  ⓘ Alarms will go off even when your phone is powered off.

Deleting an alarm

1. On the home screen, touch 🕐 then the **Alarm** tab.

2. From the alarm list, touch and hold the alarm you want to delete.

3. From the displayed option menu, choose **Delete alarm**.

4. Touch **OK**.

Configuring alarm settings

1. On the home screen, touch ⏰ then the **Alarm** tab.

2. From the alarm list, touch ☰ > **Settings**.

3. On the alarm settings screen, set the ring mode, snooze duration, and the volume button's function when an alarm sounds.

Calculator

Calculator lets you perform basic arithmetic operations.

1. On the home screen, touch **Tools** > 🔢 .

2. On the **Calculator** screen, flick left or right to switch between the basic and scientific calculators.

Notes

Notes is a handy application that lets you record quick thoughts or important information.

1. On the home screen, touch **Tools** > 📒 .

2. Touch **Add note**.

3. Enter what you want to record.

4. When you are done, touch 📄 .

ⓘ On the **Notes** screen, you can touch 🗑 and select one or more notes you want to delete, or select **All** to delete all notes.

Weather

Weather provides you with the latest weather information for any city around the world. You can share weather information with your family and friends.

ⓘ Before you use **Weather**, turn on your phone's GPS and data service.

Adding a city

Add cities of your concern to **Weather** to check their real-time weather information.

1. On the home screen, touch **Tools** > 🌤 .

2. Touch ☰ > ➕ .

ⓘ In addition to your current city, you can add up to nine cities.

3. Enter a city name.

Matching cities are then displayed.

4. Select the city you want to add.

Setting the default city

1. On the home screen, touch **Tools** > 🌤 .

2. Touch ☰ .

3. Touch the 🏠 icon next to the city you want to set as the default city.

Deleting cities

1. On the home screen, touch **Tools** > 🌤 .

2. Touch ☰ > 🗑 .

3. Select the cities you want to delete, and touch **DELETE**.

Updating weather

1. On the home screen, touch **Tools** > 🌤 .

2. Flick left or right to find the city whose weather you want to update.

3. Touch ↻ to update the weather.

> ⓘ You can also set **Weather** to automatic update mode. Touch ☰ > ⋮ , select **Auto update**, and set **Update interval**. Your phone will then update the weather at the interval you set.

Sharing weather information

Your phone lets you send weather information as a text message to remind your family and friends of weather changes.

1. On the home screen, touch **Tools** > 🌤 .

2. Flick left or right to find the city whose weather you want to share.

3. Touch ≺ to display the messaging screen.

4. You can then:

- Enter a phone number.

- Touch 👤₊ to select a contact.

5. Touch ➤ to send the weather information to the recipient.

FM radio

Want to listen to your favorite broadcast programs? Open **FM Radio** anytime anywhere you like.

> ⓘ Connect a headset to the phone. **FM Radio** utilizes the headset as an antenna.

Searching for stations

1. On the home screen, touch **Tools** > ⬚ .

2. Touch ☰ > 🔍 to search for and save available stations.

ⓘ Your phone will automatically search for and save stations the first time
you open the FM radio.

Listening to FM radio

From the **FM Radio** screen, you can:
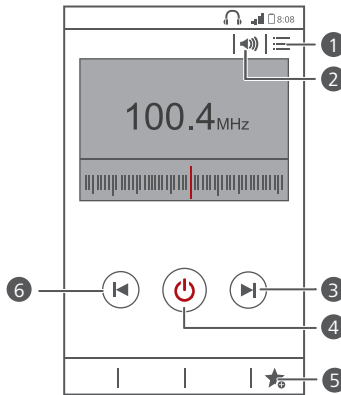
①	Touch ☰ to view the station list.
②	Touch 🔊 to enable or disable the speaker.
③	Touch ▶❙ to go to the next station.
④	Touch ⏻ to turn the FM radio on or off.
⑤	Touch ⭐ to add the current station to your favorites.
⑥	Touch ❙◀ to return to the previous station.

Accounts and sync

You can synchronize data on your phone, such as contacts, emails, and events, to and from the Internet.

Adding an account

1. On the home screen, touch
 then the **All** tab.

2. Under **ACCOUNTS**, touch **Add account**.

3. Select an account type.

4. Follow the onscreen instructions and enter your account information.

5. Configure the account and set the type of data you want to synchronize. When an account is set up, it will be shown in the **ACCOUNTS** section.

> The types of data you can synchronize to your phone vary with account type.

Deleting an account

1. On the home screen, touch
 then the **All** tab.

2. Under **ACCOUNTS**, select an account type.

3. Select the account you want to delete.

4. Touch
 > **Remove account**.

5. In the displayed dialog box, touch **Remove account**.

Turning on data synchronization

1. On the home screen, touch
 then the **All** tab.

2. Under **ACCOUNTS**, select an account type.

3. Select the account you want to synchronize from.

4. Touch the data you want to synchronize.

> You can touch $\equiv$ > **Sync now** to have the data synchronization run in the background.

Modifying account synchronization settings

1. On the home screen, touch 🔘 then the **All** tab.

2. Under **ACCOUNTS**, select an account type.

3. Select the account whose synchronization settings you want to modify.

4. Under **Sync settings**, select the data you want to synchronize.

Settings

Turning on or off airplane mode

Always comply with all airline rules and regulations. If allowed by the aircraft operator, you may switch on your phone and enable airplane mode in flight.

In airplane mode, your phone's wireless features are disabled, but you can still listen to music or play games.

Use either of the following methods to turn on or off **Airplane mode**:

- Press and hold the power button. From the displayed option menu, choose **Airplane mode**.

- On the home screen, touch 🔘 then the **All** tab. Under **WIRELESS & NETWORKS**, touch **Airplane mode**.

When airplane mode is on, ✈ appears in the status bar.

Tone settings

1. On the home screen, touch 🔘 then the **All** tab.

2. Under **DEVICE**, touch **Sound**.

3. From the settings screen, you can:

   - Touch **Volume** and drag the sliders to set the volume of music, ringtones, message tones, and more.

   - Touch **Vibration** to set whether your phone vibrates when you have an incoming call, message, email, event, and more.

   - Touch **Silent mode** to turn on or off silent mode.

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

   - Touch **Notification tone** to select a tone for messages, emails, events, and more.

- Touch **System** to turn the notification tone or vibration on or off when you touch or lock the screen, take a screenshot, dial a number, and more.

> *i* You can adjust the volume from the home screen or most applications, such as call, music, and video.

Display settings

1. On the home screen, touch then the **All** tab.

2. Under **DEVICE**, touch **Display**.

3. On the settings screen, you can:

   - Touch **Brightness** to set the screen brightness. To manually adjust the brightness, clear the **Automatic brightness** check box.

   - Touch **Wallpaper** to set the lock screen and home screen wallpapers.

   - Touch **Auto-rotate screen** to turn on or off the screen auto-rotate function. If this function is turned on, your screen's orientation will automatically change with the way you hold your phone when you perform certain operations, such as browsing a web page, viewing a picture, or writing a message.

   - Touch **Sleep** to set a screen timeout period. If idle for the specified period, your phone automatically locks its screen to save battery power.

   - Touch **Font size** to change the display font size.

Setting the date and time

By default, your phone relies on the network-based date and time. You can also manually set the date and time.

1. On the home screen, touch then the **All** tab.

2. Under **SYSTEM**, touch **Date & time**.

3. From the settings screen, you can:

- Clear the **Automatic date & time** check box to stop your phone from automatically obtaining the network date and time.

- Clear the **Automatic time zone** check box to stop your phone from automatically obtaining the network time zone.

- Touch **Set date** and flick up and down to set your phone's date.

- Touch **Set time** and flick up and down to set your phone's time.

- Touch **Select time zone** and select the time zone from the list. Scroll up or down to view more time zones.

- Select or clear the **Use 24-hour format** check box to switch between the 12-hour and 24-hour formats.

- Touch **Select date format** to select how you want the date to be displayed.

Changing the system language

1. On the home screen, touch then the **All** tab.

2. Under **PERSONAL**, touch **Language & input**.

3. Touch **Language**.

4. From the list, choose a language.

Setting the PIN of your SIM card

The personal identification number (PIN) is delivered with your SIM card. If you enable the PIN protection function for your SIM card, you will need to enter the PIN each time you power your phone on.

Before you perform the following operations, make sure you have obtained your SIM card's PIN from your service provider.

1. On the home screen, touch then the **All** tab.

2. Under **PERSONAL**, touch **Security**.

3. Touch **Set up SIM/USIM card lock**.

4. Select the **Lock SIM card** check box.

5. Enter the PIN.

6. Touch **OK**.

⚠ If you incorrectly enter the PIN a specified number of consecutive times, the PIN is blocked and the phone prompts you to enter the PIN unblocking key (PUK). If you incorrectly enter the PUK a specified number of consecutive times, the SIM card will be disabled permanently. For details about the maximum retry attempts for the PIN and PUK, contact your service provider.

Restoring factory settings

Restoring your phone to its factory settings erases all your personal data from the phone, including your email accounts, system and application settings, and installed applications.

⚠ Back up important data on your phone before you restore factory settings.

1. On the home screen, touch ⚙ then the **All** tab.

2. Under **PERSONAL**, touch **Backup & reset**.

3. Touch **Factory data reset** > **Reset phone** > **Reset phone**.
The phone will restore its factory settings and restart.

Online update

Once in a while, new updates for your phone will be available online. You will receive a notification when updates are available. Before updating, make sure your phone has enough storage space for the update package.

⚠ All your personal data may be erased during a system update. It is recommended that you back up important data before updating your phone.

To update your phone manually, go to the home screen, touch ⚙ > **About phone** > **System Update** > **Online update** to check for updates, and follow the onscreen instructions to update your phone online.

Accessibility

You can turn on or off preset or installed accessibility features.

1. On the home screen, touch ⚙ then the **All** tab.

2. Under **SYSTEM**, touch **Accessibility**.

3. Select the features you want to turn on or off.

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