

User Guide

LG-V400



## User Guide

- Screen displays and illustrations may differ from those you see on actual device.
- Some of the contents of this guide may not apply to your device, depending on the software and your service provider. All information in this document is subject to change without notice.
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## About this user guide

## About this user guide

- Before using your device, please carefully read this manual. This will ensure that you use your device safely and correctly.
- Some of the images and screenshots provided in this guide may appear differently on your tablet.
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## Important notice

## Please read this before you start using your tablet!

Please check to see whether any problems you encountered with your tablet are described in this section before taking the tablet in for service or calling a service representative.

## 1. Tablet Memory

You need to check your tablet memory and delete some data, such as applications, to make more memory available.

#### To uninstall applications:

- 1 Tap > > Apps tab > Settings > Apps.
- 2 Once all of the applications appear, select the application you want to uninstall.
- 3 Tap Uninstall and OK to confirm.

## 2. Before installing an open source application and operating system (OS)

## **⚠** WARNING

If you install and use an OS other than the one provided by the manufacturer it may cause your tablet to malfunction. In addition, your tablet will no longer be covered by the warranty.

## **⚠** WARNING

To protect your tablet and personal data, only download applications from trusted sources, such as Play Store. If there are improperly installed applications on your tablet, the tablet may not work normally or a serious error may occur. You must uninstall those applications and all associated data and settings from the tablet.

## 3. Using a Screen Lock

Set an screen lock to secure your tablet. Tap 
Settings Poisplay > Lock screen > Select screen lock > and select a desired screen lock from Swipe, Face Unlock, Pattern, PIN and Password. You can create a Backup PIN as a safety measure in case you forget your screen lock.

**Caution:** Create a Google account before setting a screen lock and remember the Backup PIN you created when creating your screen lock.

### **⚠** WARNING

#### Precautions to take when using a screen lock.

It is very important to remember the screen lock you set. You will not be able to access your tablet if you use an incorrect screen lock 5 times. You have 5 opportunities to enter your unlock pattern, PIN or password. If you have used all 5 opportunities, you can try again after 30 seconds.

#### When you can't recall your Pattern, PIN or Password:

#### < If you have forgotten your pattern >

If you logged in to your Google account on the tablet but failed to enter the correct pattern 5 times, tap the **Forgot pattern?** button at the bottom of the screen. You are then required to log in with your Google Account or you have to enter the Backup PIN which you entered when creating your Pattern Lock.

If you have not created a Google account on the tablet or you forgot the Backup PIN, you have to perform a hard reset.

#### < If you have forgotten your PIN or Password >

If you forget your PIN or Password, you will need to perform a hard reset.

Caution: If you perform a hard reset, all user applications and user data will be deleted.

**NOTE:** If you have not logged into your Google Account and have forgotten your Pattern, you will need to enter your Backup PIN.

## 4. Using the Hard Reset (Factory Reset)

If your tablet does not restore to its original condition, use a Hard Reset (Factory Reset) to initialize it.

- 1 Turn the tablet off.
- 2 Press and hold the Power/Lock Key | + Volume Down Key | on the right side of the tablet.
- 3 Release only the Power/Lock Key when the LG logo is displayed and keep pressing the Volume Down Key.
- 4 Immediately press and hold the Power/Lock Key + Volume Up Key at the same time while maintaining the Volume Down Key pressed.

- 5 Release all keys when the Factory hard reset screen is displayed.
- 6 Press the Power/Lock Key ] to continue or either of the Volume Keys ] | to cancel.
- 7 Press the Power/Lock Key  $\[ \]$  once more to confirm or either of the Volume Keys  $\[ \]$   $\[ \]$  to cancel.
- 8 Your device will perform a hard reset.

## **↑** WARNING

If you perform a Hard Reset, all user applications, user data and DRM licenses will be deleted. Please remember to backup any important data before performing a Hard Reset.

## 5. Opening and switching applications

Multi-tasking is easy with Android, you can keep more than one application running at the same time. There is no need to quit an application before opening another one.

Use and switch between several open applications. Android manages each application, stopping and starting them as needed to ensure that idle applications don't consume resources unnecessarily.

- 1 Touch and hold the Home Key A list of recently used applications will be displayed.
- 2 Tap the application you want to access. This does not stop the previous app running in the background on the tablet. Make sure to tap Back Key to exit an app after using it.

- To stop applications, tap Task Manager from the recent apps list, then tap Stop or Stop all.
- To remove an app from the recent apps list, swipe the app preview to the left or right. To clear all apps, tap **Clear all**.

#### 6. When the screen freezes

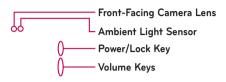
If the screen freezes or the tablet does not respond when you try to operate it: Press and hold the **Power/Lock Key** [] for 12 seconds to turn your tablet off. If it still does not work, please contact the service center.

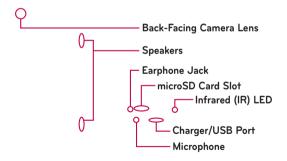
# 7. Do not connect your tablet when you power on/off your PC

Make sure to disconnect your tablet from the PC when powering your PC on or off as it might result in PC errors.

## Getting to know your device

#### **Tablet Overview**





**NOTE:** Make sure that the microphone is not blocked when recording a video or audio clip.

Front-Facing Camera Lens	Use to take pictures and record videos of yourself. You can also use this for video chatting. Keep it clean for optimal performance.
microSD Card Slot	Insert a microSD Card for storing files such as music, videos and photos.
Earphone Jack	Allows you to plug in an optional headset for convenient, hands-free conversations. You can also plug in headphones to listen to music.
Ambient Light Sensor	Measures the surrounding light and adjusts the LCD brightness to provide a vivid screen.
Power/Lock Key	Press to lock/unlock the screen. Press and hold to turn the tablet on/off, restart it, activate/deactivate airplane mode, and change the sound settings.
Volume Keys	Allow you to adjust the media volumes. Press and hold both keys at the same time to access the QuickMemo feature.
Charger/USB Port	Allows you to connect the tablet and the USB Cable for use with the charger adapter, your PC, or other compatible accessories.
Back-Facing Camera Lens	Use to take photos and record videos. Keep it clean for optimal performance.
Speakers	Sound comes from the rear speaker instead of the earpiece (e.g., the speakerphone function, music player function, etc.).
Microphone	Record your voice and is used for voice-activated functions.
Infrared (IR) LED	Used as a sensor for the QuickRemote app.

## **⚠** WARNING

Placing a heavy object on the tablet or sitting on it can damage the LCD and touch screen functions. Do not cover the LCD proximity sensor with protective film. This could cause the sensor to malfunction.

#### TIP!

- Tap the Menu Key whenever you open an application to check what options are available.
- If the device is locked and does not work, press and hold the Power/ Lock Key | for 12 seconds to turn it off.

## Charging your tablet

A rechargeable Li-ion battery is used to power your tablet. A USB adapter, which is included with your tablet, is used to charge the battery. Before using your tablet for the first time, make sure the battery is fully charged.

**NOTE:** Your device has an internal rechargeable battery. For your safety, do not remove the battery incorporated in the product.

**Warning!** If the touch screen does not function while the tablet's in the process of charging, this may be due to an unstable power supply. As a result, disconnect the USB cable from the device or unplug the USB adapter from the power outlet.

- 1 Connect the USB adapter and USB cable.
- 2 Plug the USB cable (as shown below) into the tablet's Charger/USB port.
- **3** Plug the charger into an electrical socket.

**NOTE:** The battery must be fully charged initially to improve battery lifetime

## **Optimizing Battery Life**

You can extend your battery's life between charges by turning off features that you don't need to run constantly in the background. You can also monitor how applications and system resources consume battery power.

#### To extend the life of your battery

- Turn off radio communications that you aren't using, such as Wi-Fi, Bluetooth, or GPS.
- Lower screen brightness and set a shorter screen timeout.
- Turn off automatic syncing for Gmail<sup>™</sup>, Calendar, Contacts, and other applications.

- Some applications you have downloaded may cause your battery power to be reduced.
- While using downloaded applications, check the battery charged level.

#### To view the battery charge level

- 1 From the Home screen, tap Apps | > Settings | > About tablet > Battery.
- 2 The battery status (charging or discharging) and level are displayed on the top menu of the screen.

#### To monitor and control what uses the battery

- 1 From the Home screen, tap Apps | > Settings | > About tablet > Battery > Battery use.
- 2 The bottom of the screen displays battery usage time and also lists applications or services using battery power from greatest amount to least.

## Inserting a microSD card

Your device supports the use of microSD memory cards of up to 64 GB capacity. Multimedia contents can be saved in the microSD card.

1 Place your fingernail in the cutout and pull the memory card tray out.

2 Insert the microSD card into the slot with the contacts facing down. Carefully push the tray gently into the device.

## Removing the microSD card

To safely remove the microSD card from your tablet, first you need to unmount it.

- 1 From the Home screen, tap Apps | > Settings | > Storage > Unmount SD card.
- 2 Open the microSD card tray and push the card in to release it.
- 3 Gently pull the microSD card from the slot.

**Warning!** Do not remove the microSD card without unmounting it first. Otherwise, it may damage the microSD card as well as your tablet, and the data stored on the microSD card may be corrupted.

## Formatting the microSD card

**Warning!** All files stored on your microSD card are deleted when you format the card.

- 1 From the Home screen, tap Apps | > Settings | > Storage.
- 2 Tap Erase SD card (twice).
- 3 If you set an unlock pattern, enter it and tap Erase everything. The card will then be formatted and ready to use.

**NOTE:** If there is content on your microSD card, the folder structure may be different after formatting since all the files will have been deleted.

## Locking and unlocking the screen

If you do not use the tablet for a while, the screen will be automatically turned off and locked. This helps to prevent accidental touches and saves battery power. When you are not using the your tablet, press the **Power/Lock Key**  $\parallel$  to lock your tablet.

If there are any programs running when you lock your screen, they may be still running in Lock mode. It is recommended that you exit all programs before entering Lock mode to avoid unnecessary charges (e.g. web access, data communications).

To wake up your tablet, press the **Power/Lock Key** ]. The Lock screen will appear. Touch and slide the Lock screen in any direction to unlock your Home screen. The last screen you viewed will open.

## Your Home screen

### Touch screen tips

Here are some tips on how to navigate on your tablet.

#### KnockON

The KnockON feature allows you to double-tap the screen to easily turn the screen on or off.

- Quickly double-tap the center of the screen to turn the screen on.
- Quickly double-tap the Status Bar, an empty area on the Home screen, or the Lock screen to turn the screen off.

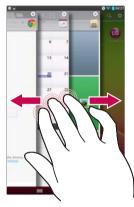


#### NOTE:

You can disable this feature in the Display settings.
 From the Home screen, tap Apps | > Settings | > Display > KnockON > tap the KnockON checkbox.

#### Slide Aside

Slide Aside allows you to quickly switch between three open applications (or tasks) using a three finger gesture.



- 1 While an application is open, place three fingers on the screen and slide to the left. The current screen is saved and the Home screen appears.
- 2 To re-open the saved apps, place three fingers on the screen and slide to the right. Tap the desired app you want to open.

**Tip!** The Slide Aside feature does not recognize fewer fingers, additional fingers, or your palm.

#### Tap or touch

A single finger tap selects items, links, shortcuts and letters on the on-screen keyboard.

#### Touch and hold

Touch and hold an item on the screen by touching it and not lifting your finger until an action occurs. For example, to open a contact's available options, touch and hold the contact in the Contacts list until the context menu opens.

#### Drag

Touch and hold an item for a moment and then, without lifting your finger, move your finger on the screen until you reach the target position. You can drag items on the Home screen to reposition them.

#### Swipe or slide

To swipe or slide, quickly move your finger across the surface of the screen, without pausing when you first touch it (so you don't drag an item instead). For example, you can slide the screen up or down to scroll through a list, or browse through the different Home screen canvases by swiping from left to right (and vice versa).

#### Double-tap

Double-tap to zoom on a webpage or a map. For example, quickly double-tap a section of a webpage to adjust that section to fit the width of the screen. You can also double-tap to zoom in and out when viewing a picture and when using Maps. Double-tap a word to highlight it. Double-tap can also activate the KnockON feature to turn the touchscreen on or off.

#### Pinch-to-Zoom

Use your index finger and thumb in a pinching or spreading motion to zoom in or out when using the browser, Maps, or when browsing pictures.

#### Rotate the screen

From many applications and menus, the orientation of the screen adjusts to the device's physical orientation.

#### NOTE:

- To select an item, touch the center of the icon.
- Do not press too hard; the touch screen is sensitive enough to pick up a light, yet firm touch.
- Use the tip of your finger to touch the option you want. Be careful not to touch any other keys.

#### Home screen

Simply swipe your finger to the left or right to view the panels. You can customize each panel with apps, downloads, widgets and wallpapers.

The Quick Keys are available at the bottom part of the Home screen and provide easy, one-touch access to the functions you use the most.



**Status Bar** – Shows device status information, including the time, Wi-Fi signal strength, battery status, and notification icons.

**Application icons** – Tap an icon (application, widget, folder, etc.) to open and use it.

**Quick Keys** – Provide easy, one-touch access to the functions used most often.

**Menu Key** – Opens an Options menu with options that affect the current screen or application. This only applies when available, depending on the screen or application.

Home Key – Returns to the Home screen (or returns to your default Home screen canvas from any of the Home screen extension canvases). Touch and hold it to display recently used applications with access to the Task Manager application.

**Back Key** – Returns to the previous screen. Also closes pop-up items such as menus, dialog boxes, and the on-screen keyboard.

#### Customizing the Home screen

You can customize your Home screen by adding apps, downloads, widgets or wallpapers. For more convenience using your tablet, add your favorite apps and widgets to the Home screen.

#### To add items on your Home screen:

- 1 Touch and hold the empty part of the Home screen.
- **2** Tap the **Apps** or **Widgets** tab.
- **3** Drag the desired item to the desired location and lift your finger.

#### To remove an item from the Home screen:

Touch and hold the icon you want to remove, drag it to 📋, and lift your finger.

TIP! To add an application icon to the Home screen from the Apps screen, touch and hold the application you want to add and drag it to the desired location.

TIP! You can add several app icons in a folder. Drop one app icon over another one on a Home screen, and a folder will be created.

## Customizing app icons on the Home screen

You can customize each application icon with images from your Gallery.

1 Touch and hold an application icon until it's unlocked from its current position. Then drop it on the screen. The editing icon will appear in the upper right corner of the application.



2 Tap the application icon again and select the desired icon design and size from the **Theme icon** tab. Or touch the **Photo icon** tab to take a new picture or select a picture from the Gallery.



#### Home screen clean view

You can see the wallpaper without items on the Home screen by pinching out. Pinch in or tap the **Back Key** to see applications and widgets again.





## **Quick access**

To view the quick access items, touch anywhere in the front key area and drag up. The following options are available: Voice Mate, Google Search, and QuickMemo.



## Returning to recently-used applications

- 1 Touch and hold the Home Key . The screen displays a pop-up containing the icons of applications you used recently.
- 2 Touch an icon to open the application. Or touch the **Back Key** to return to your previous screen.

#### **Notifications**

Notifications alert you to the arrival of new messages, calendar events, and alarms, as well as to ongoing events, such as downloads.

From the Notifications Panel, you can view your tablet's current status and pending notifications. When a notification arrives, its icon appears at the top of the screen. Icons for pending notifications appear on the left, and system icons showing things like Wi-Fi or battery strength on the right.



#### Accessing notifications

Swipe the Status Bar down to open the Notifications Panel and access notifications. To close the Notifications Panel, swipe the bar that is at the bottom of the screen upwards.



#### Quick Settings on the Notifications Panel

Use the Quick Settings to easily toggle function settings like Wi-Fi. The Quick Settings are located at the top of the Notifications Panel.

**NOTE:** Touch and hold an icon from the Quick Settings bar to view the function's settings menu.

#### To rearrange Quick Setting options on the Notification Panel

Open the Notifications Panel, swipe the Quick Settings to the left, and tap To rearrange items, drag to the desired location. To add more icons, checkmark the desired functions.

#### QSlide apps on the Notifications Panel

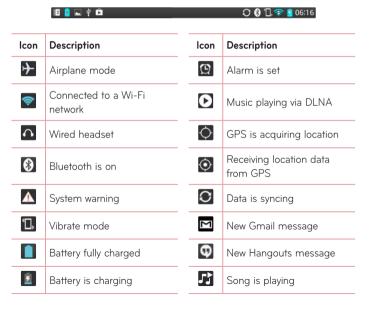
QSlide apps are displayed in a bar on the Notifications Panel below the Quick Settings bar. These icons provide a quick, convenient way to multi-task on the same screen (similar to picture-in-picture on a TV). QSlide displays a small application window on the screen that can be moved, resized, or made transparent.

#### Using the QSlide apps

Tap any of the QSlide apps in the bar to activate it. When activated, the QSlide feature opens the application in a window in the foreground, allowing you to access other applications in the background. You can open up to two QSlide windows at a time.

#### Notification icons on the Status Bar

The icons listed in the table below are some of the most common ones.



DLNA is on	Tablet is connected to PC via USB cable or USB tethering is active
Downloading data	Battery saving mode is on
L Uploading data	Slide aside is active

**NOTE:** The location of the icons in the Status Bar may differ depending on the features, apps, and services being used.

## Plug & Pop

Plug & Pop allows you to quickly choose apps to use when plugging in an earphone or On-the-Go device, such as a mouse or keyboard.

- 1 Plug an earphone or OTG (On-the-Go) device (i.e., mouse, keyboard, etc.).
- 2 The applications panel will display and you can select an app to run.

**NOTE:** You can edit the applications to display on the panel and set not to show the applications panel.

► From the Home screen, tap Apps | > Settings | > Accessory.

## Capturing a Screenshot

Press and hold the **Volume Down key**  $\parallel$  and **Power/Lock Key**  $\parallel$  at the same time for 2 seconds to capture a screenshot of the current screen.

To view the captured image, go to **Apps** | Sallery > Screenshots Folder

TIP! You cannot capture a screen shot of the camera or video camera screens.

#### Using QuickMemo to capture a screenshot

On the screen you want to capture, drag the Status Bar downward and select QuickMemo

#### OR

Press and hold both **Volume Keys** | at the same time.

#### Using Capture plus to capture a screenshot

This feature allows you to capture a portion of the screen in the default Internet browser.

- 1 Open the Internet app and tap the Menu Key = > Capture plus.
- 2 Adjust the blue box to the desired size, and then tap OK. The selected area is saved to the Gallery.

## **Entering Text**

You can enter text using the on-screen keyboard. The on-screen keyboard appears automatically on the screen when you need to enter text. To manually display the keyboard, simply touch a text field where you want to enter text

#### Using the keypad & entering text

- Tap once to capitalize the next letter you type. Double-tap for all caps.
- Tap to switch to the numbers and symbols keyboard.
- Tap to use the voice input function. You can also touch and hold this icon to select the handwriting, Clip Tray, and settings menu. The icon displayed changes depending on the key you used last.
- Tap to enter a space.
- Tap to create a new line in the message field.
- Tap to delete the previous character.

#### Entering special characters

The on-screen keyboard allows you to enter special characters (e.g. "å"). For example, touch and hold the desired key (for example, the "a" key). After the desired character appears, slide your finger over it and lift it off to enter it.

**NOTE:** A symbol at the top left of a key indicates that additional characters are available.

## Google account setup

When you first turn on your tablet, you have the opportunity to activate the network, to sign into your Google Account and select how you want to use certain Google services.

## To set up your Google account

- Sign into a Google Account from the prompted set-up screen.

  OR
- From the Home screen, tap Apps => Apps tab > Settings => Accounts & sync > Add account > Google.

If you have a Google account, touch **Existing**, enter your email address and password, then touch . Otherwise, touch **New** and enter the necessary information to create a new Google Account.

Once you have set up your Google account on your tablet, your tablet automatically synchronizes with your Google account on the Web.

Your contacts, Gmail messages, Calendar events and other information from these applications and services on the Web are synchronized with your tablet. (This will depend on your synchronization settings.)

After signing in, you can use  $\mathsf{Gmail}^\mathsf{TM}$  and take advantage of Google services on your tablet.

## Connecting to Networks and Devices

#### Wi-Fi

With Wi-Fi, you can use high-speed Internet access within the coverage of the wireless access point (AP). Enjoy wireless Internet using Wi-Fi, without extra charges.

#### Connecting to Wi-Fi networks

To use Wi-Fi on your tablet, you need to access a wireless access point or 'hotspot'. Some access points are open and you can simply connect to them. Others are hidden or use security features; you must configure your tablet to be able to connect to them. Turn off Wi-Fi when you're not using it to extend the life of your battery.

#### Turning Wi-Fi on and connecting to a Wi-Fi network

- 1 From the Home screen, tap Apps | > Apps tab > Settings > Wi-Fi.
- 2 Tap e to turn Wi-Fi on and start scanning for available Wi-Fi networks.
- 3 Tap Search to see a list of active and in-range Wi-Fi networks.
  - Secured networks are indicated by a lock icon.
- 4 Touch a network to connect to it.
  - If the network is secured, you are prompted to enter a password or other credentials. (Ask your network administrator for details)
- 5 The Status Bar displays icons that indicate your Wi-Fi status.

#### **Bluetooth**

You can use Bluetooth to send data by running a corresponding application, but not from the Bluetooth menu as on most other mobile phones.

#### NOTE:

- LG is not responsible for the loss, interception or misuse of data sent or received via the Bluetooth wireless feature.
- Always ensure that you share and receive data with devices that are trusted and properly secured. If there are obstacles between the devices, the operating distance may be reduced.
- Some devices, especially those that are not tested or approved by Bluetooth SIG, may be incompatible with your device.

## Turning on Bluetooth and pairing up your tablet with a Bluetooth device

You must pair your device with another device before you connect to it.

- 1 From the Home screen, tap Apps | > Apps tab > Settings | > Bluetooth
- 2 Tap to turn Bluetooth on. You will see the option to make your tablet visible. Then tap Search for devices to view the devices in range.
- 3 Choose the device you want to pair with from the list.

  Once the paring is successful, your device will connect to the device.

**NOTE:** Your tablet doesn't support Handsfree Profile. Therefore, the use of call features with some of accessories, such as Bluetooth headsets or Bluetooth-enabled devices. may not be available for this device.

### Send data using the Bluetooth wireless feature

1 Open the item and tap <

OR

Touch and hold the item and select Share.

OR

Open the item and tap the Menu Key == > Share.

2 Tap Bluetooth to share via Bluetooth.

NOTE: The method for selecting an option may vary by data type.

3 Search for and pair with a Bluetooth-enabled device.

### Receive data using the Bluetooth wireless feature

- 1 From the Home screen, tap Apps | > Apps tab > Settings | > Bluetooth.
- 2 Tap to turn Bluetooth on and mark the checkbox next to the tablet name to make the tablet visible on other devices.

NOTE: To select the length of time that your device will be visible, tap the Menu Key = > Visibility timeout.

3 Pair the devices and tap Accept when you receive a Bluetooth Authorization Request to accept the file(s).

#### **SmartShare**

The SmartShare feature allows you to share images, music, video, and documents with other device connected to the same network.

#### To send content from your tablet to other devices

- 1 On the content you want to play or beam, tap 🛐.
- 2 Tap Play or Beam in the dialog box.
  - Play: You can stream your content via TV, Bluetooth speaker, etc.
  - Beam: You can send your content to Bluetooth devices or SmartShare Beam\*-supported LG phones or tablets.
  - \*SmartShare Beam quickly transfers multimedia contents through Wi-Fi Direct
- 3 Tap the device to play or receive on the list.
  - If the device is not on the list, make sure on the device that Wi-Fi, Wi-Fi
    Direct, or Bluetooth connection is turned on. Then tap Rescan.
- 4 Tap Send.

# To enjoy content from nearby devices such as a computer or mobile device on your tablet

1 To connect the nearby devices to your tablet, tap Nearby devices.

#### <Gallery>



- Ensure that your tablet and nearby devices are connected to the same Wi-Fi network.
- · Make sure that the DLNA feature on the nearby device is turned on.
- 2 Tap the device to connect.

If the device is not on the list, tap Search nearby devices.

After the connection is established, you can enjoy the contents from the nearby device on your tablet.

### PC connections with a USB cable

You can connect your tablet to your PC to charge it, transfer items to the PC from the tablet and vice versa.

# Transferring music, photos and videos using the USB mass storage mode

- 1 Connect your tablet to a PC using a USB cable.
- 2 If you haven't installed the LG Android Platform Driver on your PC, you will need to manually change the settings. From the Home screen, tap the Menu Key = > System settings > PC connection > Select USB connection method > Media sync (MTP).
- 3 You can now view the mass storage content on your PC and transfer the files

#### Synchronize with Windows Media Player

Ensure that Windows Media Player is installed on your PC.

- 1 Use the USB cable to connect the tablet to a PC on which Windows Media Player has been installed.
- 2 Select the Media sync (MTP) option.

- **3** When connected, a pop-up window will appear on the PC. Select the Windows Media Player option to synchronize music files.
- 4 Edit or enter your device's name in the pop-up window (if necessary).
- 5 Select and drag music files to the sync list.
- 6 Start synchronization.
- The following requirements must be satisfied to synchronize with Windows Media Player.

Items	Requirement
OS	Microsoft Windows XP SP2, Vista or higher
Window Media Player version	Windows Media Player 10 or higher

 If the Windows Media Player version is older than 10, install version 10 or newer.

# **Contacts**

You can add contacts on your tablet and synchronize them with the contacts in your Google Account or other accounts that support syncing contacts.

# Searching for a contact

- 1 From the Home screen, tap Contacts 🔼 to open your contacts.
- 2 Tap the Search contacts box and enter the contact name using the keypad. You can also tap a letter along the right side of the screen to access names starting with the chosen letter.

# Adding a new contact

- 1 From the Home screen, tap Contact 🌅.
- 2 Tap to add a new contact and select the desired account (if applicable).
- 4 Tap v to enter more specific name information.
- 5 Enter the details about your contact.
- 6 Tap Save to save the contact entry.

#### **Favorite Contacts**

You can classify frequently called contacts as favorites.

#### To add a contact to your favorites

- 1 From the Home screen, tap Contacts III to open your contacts.
- 2 Tap a contact to view its details.
- 3 Tap the star to the right of the contact's name. The star turns gold and the contact is added to your favorites.

### To remove a contact from your favorites list

- 1 From the Home screen, tap Contacts 🚺 to open your contacts.
- 2 Tap the Favorites tab to view your favorite contacts.
- 3 Tap a contact to view its details.
- 4 Tap the gold star to the right of the contact's name. The star turns grey and the contact is removed from your favorites.

# Creating a group

- 1 From the Home screen, tap Contacts 🔼 to open your contacts.
- 2 Touch the Groups tab, then touch 48.
- 3 Select the account where you want to create the group and enter a group name.
- 4 Tap Add members and select the contacts you want to add. Then tap Add.
- **5** Touch **Save** to save the group.

**NOTE:** If you delete a group, the contacts assigned to that group will not be lost. They will remain in your contacts.

# **Email**

You can use the Email application to read emails from services like Yahoo!, MSN, and AOL. The Email application supports the following account types: POP3, IMAP and Exchange.

Your service provider or system administrator can provide you with the account settings you need.

# Managing an email account

The first time you open the Email application, a set-up wizard opens to help you to set up an email account.

After the initial setup, the contents of your inbox are displayed. If you have added more than one account, you can switch among accounts.

#### To add another email account:

Open the Email application and tap the Menu Key = > Settings > 6.

#### To change an email account's settings:

Open the Email application and tap the Menu Key > Settings > General settings to adjust the settings that affect all accounts. Or tap an individual account to adjust settings only for that account.

#### To delete an email account:

Open the Email application and tap the Menu Key > Settings > Menu Key > Remove account > touch an account you want to delete > Remove > Yes.

# Working with account folders

Open the **Email** application and tap the **Menu Key** and select **Folders**. Each account has an Inbox, Outbox, Sent and Drafts folder. Depending on the features supported by your account's service provider, you may have additional folders.

# Composing and sending email

#### To compose and send a message:

- 1 While in the Email application, tap Write .
- 2 Enter an address for the message's intended recipient. As you enter text, matching addresses will be proposed from your Contacts. Separate multiple addresses using semicolons.
- 3 Tap the Menu Key = to Cc/Bcc a contact or tap Attach to attach files, if necessary.
- 4 Enter the subject and your message
- 5 Tap Send to send the message.

  If you aren't connected to a network, for example, if you're working in airplane mode, the messages that you send will be stored in your Outbox folder until you connect to a network again. If it contains any pending messages, the Outbox will be displayed on the Accounts screen.

**TIP!** When a new email arrives in your Inbox, you will be notified by a sound or vibration. Tap the email notification to stop receiving notifications.

# Camera

To open the Camera application, tap **Camera** on the Home screen.

# Getting to know the viewfinder



- Swap camera Switch between the camera lens and the front-facing camera lens.
- Shot mode Allows you to choose a shot mode to define how the picture will be taken.
- Settings Touch this icon to open the settings menu. See Using the advanced settings on the following page.
- Video mode Tap (or slide) to toggle between Camera mode and Video mode.
- 6 Capture Takes a picture.
- Gallery Touch to view the last photo you captured. This enables you to access your Gallery and view saved photos while in camera mode.

NOTE: Please ensure the camera lens is clean before taking pictures.

# Using the advanced settings

In the viewfinder, tap to open the advanced options. After selecting the option, tap the **Back Key** .

option, tap the Back Key 📹.	
<b>9</b> 8	Take photos by voice command.
Z	Defines and controls the amount of sunlight entering the photo.
[AF]	Sets the focus mode.
W4M	Selects photo resolution. If you choose a high resolution, the file size will increase, which means you will be able to store fewer photos in the memory.
	The ISO rating determines the sensitivity of the camera's light sensor. The higher the ISO, the more sensitive the camera. This is useful in darker conditions when you cannot use the flash.
AWB	Improves color quality in various lighting conditions.
	Applies artistic effects to your pictures.
0	Sets a delay after the capture button is pressed. This is ideal if you want to be in the photo.
9	Activate this to use your tablet's location-based services. Take pictures wherever you are and tag them with the location. If you upload tagged pictures to a blog that supports geo-tagging, you can see the pictures displayed on a map.
	NOTE: This function is only available when GPS is turned on.
140	Selects a shutter sound.

- Set to use the Volume Key for capturing pictures or zooming.
- Set the storage location for your pictures. Choose from Internal storage and SD card.
- Opens the help guide to know how a function operates.
- Restores all camera default settings.

#### TIP!

- When you exit the camera, some settings return to their defaults, such as white balance, color effect, and timer. Check these before you take your next photo.
- The Settings menu is superimposed over the viewfinder, so when you change photo color or quality elements, you will see a preview of the changed image behind the Settings menu.

# Taking a photo

- 1 Open the Camera application.
- 2 Holding the tablet horizontally, point the lens towards the subject you want to photograph.
- 3 A focus box will appear in the center of the viewfinder screen. You can also tap anywhere on the screen to focus on that spot.
- 4 When the focus box turns green, the camera has focused on your subject.
- 5 Touch o to capture the photo.

### Once you've taken a photo

Touch the image preview at the bottom of the screen to view the last photo you took.

	<b>\$</b> >	Touch to share your photo using the SmartShare function.
		Touch to take another photo immediately.
$\leq$	$\leq$	Touch to send your photo to others or share it via social network services.
		Touch to delete the photo.

**TIP!** If you have a social networking account and set it up on your tablet, you can share your photo with your social networking community.

Touch the **Menu Key** to open the following options.

Set image as – Touch to use the photo as a Contact photo, Home screen wallpaper or Lock screen wallpaper.

Move - Touch to move the photo to another album.

Copy - Touch to copy the selected photo and save it to another album.

Copy to Clip Tray - Touch to copy the photo and store in the Clip Tray.

Rename - Touch to edit the name of the selected photo.

Rotate left/right - Touch to rotate the picture to the left or right.

**Crop** – Crop your photo. Move your finger across the screen to select the area to be cropped.

**Edit** – Touch to edit the photo.

4	Applies a brightness effect to your photo.
FX	Applies artistic effects to your photos.
•	Applies color effects to your photos.
每	Applies additional options to your photos.

Slideshow - Automatically displays a slideshow of all your pictures.

Add location - To add the location information.

**Print** – Allows you to print the picture.

**Details** – Displays more information about the picture.

# Viewing your saved photos

You can access your saved photos when in camera mode. Just tap the image preview in the bottom of the screen and your Gallery will be displayed.

- To view more photos, scroll left or right.
- To zoom in or out, double-tap the screen or place two fingers and spread them apart (move your fingers closer together to zoom out).

### Video camera

# Getting to know the viewfinder



- Swap camera Switch between the camera lens and the front-facing camera lens.
- Record Mode Allows you to choose a record mode to define how the video will be recorded.
- Settings Touch this icon to open the settings menu. See Using the advanced settings on the following page.
- 4 Camera mode Touch and slide up this icon to switch to camera mode.
- 6 Record Touch to start recording a video.
- 6 Gallery Touch to view the last video you recorded. This enables you to access your Gallery and view your saved videos while in video mode.

**TIP!** When recording a video, place two fingers on the screen and pinch to use the Zoom function.

**NOTE:** Make sure that the microphone is not blocked when recording a video or audio clip.

# Using the advanced settings

Using the viewfinder, touch 🔅 to open all the advanced options.

osing the viewinder, loder at the davanced options.	
FHD	Tap to set the size (in pixels) of the video you are recording.
Z	Defines and controls the amount of sunlight entering the video.
(20)	Prevents shaking while recording to get high video quality.
AWB	Improves color quality in various lighting conditions.
<b>6</b>	Choose a color tone to use for your new view.
8	Activate this to use your tablet's location-based services.
	Set to use the Volume Key for recording video or zooming.
	Set the storage location for your pictures. Choose from Internal storage and SD card.
0	Opens the help guide to know how a function operates.
3	Restores all camera default settings

# Recording a video

- 1 Open the Camera application and touch the Video mode icon.
- 2 The video camera viewfinder appears on the screen.
- 3 Holding the tablet, point the lens towards the subject you wish to capture in your video.
- 4 Touch once to start recording.

- **5** A timer showing the length of the video will appear.
- 6 Touch 
  on the screen to stop recording.

# After recording a video

Touch the video preview at the bottom of the screen to view the last video you recorded.

<b>\$</b>	Touch to share your video using the SmartShare function.
	Touch to record another video immediately.
<,	Touch to send your video to others or share it via social network services.
	Touch to delete the video.

# Watching your saved videos

- 1 In the viewfinder, touch the image preview in the bottom of the screen.
- 2 Your Gallery will appear on the screen.
- 3 Tap a video to play it automatically.

# Live Zooming

Live Zooming allows you to zoom in or zoom out on a portion of a video that is being played to make the desired section appear larger or smaller.

When viewing a video, use your index finger and thumb in a pinching or spreading motion to zoom in or out.





#### NOTE:

- While a video is playing, slide the screen up or down to adjust the screen brightness.
- While a video is playing, slide the screen left or right to rewind or fastforward
- Do not to press too hard; the touch screen is sensitive enough to pick up a light, but firm touch.

# Adjusting the volume when viewing a video

To adjust the volume of a video while it is playing, use the Volume Keys on the right side of the tablet.

# Multimedia

# Gallery

You can store multimedia files in internal memory for easy access to all your multimedia files. Use this application to view multimedia files like pictures and videos.

From the Home screen, tap **Apps** | Apps tab > **Gallery** .

You can manage and share all your image and video files with the Gallery.

#### NOTE:

- Some file formats are not supported, depending on the software installed on the device
- Some files may not play properly, depending on how they are encoded.

### Viewing pictures

Launching the Gallery displays your available folders. When another application, such as Email, saves a picture, the download folder is automatically created to contain the picture. Likewise, capturing a screenshot automatically creates the Screenshots folder. Tap a folder to open it.

Pictures are displayed in order by creation date. Select a picture to view it full screen. Scroll left or right to view the next or previous image.

### Zooming in and out

Use one of the following methods to zoom in on an image:

- Double-tap anywhere to zoom in. Double-tap again to return to fullscreen view.
- Spread two fingers apart on any place to zoom in. Pinch in to zoom out.

### Playing videos

Video files show the **()** icon in the preview. Select a video and tap **()** to play it.

### Viewing photo and video options

When viewing a photo or video, tap the **Menu Key** and use the advanced editing options.

### Deleting images and videos

Use one of the following methods:

- In a folder, tap and select the photos and videos you want to delete, then tap Delete.
- When viewing a photo or video, tap 🛅, then tap Yes to confirm.

### Setting as wallpaper

When viewing a photo, touch the Menu Key == > Set image as and select Home screen wallpaper or Lock screen wallpaper.

#### NOTE:

- Some file formats are not supported, depending on the device software.
- If the file size exceeds the available memory, an error can occur when you open files.

#### **Videos**

Your tablet has a video player that lets you play all of your favorite videos.

To access the video player, from the Home screen tap **Apps** > **Apps** tab

> **Videos** > **Videos**

### Playing a video

- 1 From the Home screen, tap Apps > Apps tab > Videos 2.
- 2 Select the video you want to play.
  - Touch to pause video playback.
  - Touch to resume video playback.
  - Touch to fast-forward 10 seconds. Touch and hold to fast-forward 3 seconds.
  - Touch to rewind 10 seconds. Touch and hold to rewind 3 seconds.
  - Touch to manage the video volume.
  - Touch to change the ratio of the video screen.
  - Touch to access QSlide and display the video in a small window.
  - Touch to share your video via the SmartShare function.
  - Touch to lock the video.

To change the volume while watching a video, press the Volume Keys on the right side of the tablet.

Touch and hold a video in the list to access the following options:

Share, Delete, Trim and Details,

### Music

Your tablet has a music player that lets you play all your favorite tracks. To access the music player, from the Home screen, tap **Apps** > **Apps** tab > **Music** .

### Add music files to your tablet

Start by transferring music files to your tablet:

- Transfer music using Media sync (MTP).
- · Download from the Web.
- Synchronize your tablet to a computer.
- · Receive files via Bluetooth.

#### Transfer music using Media sync (MTP)

- 1 Connect the tablet to your PC using the USB cable.
- 2 Select the Media sync (MTP) option. Your tablet will appear as another hard drive on your computer. Click on the drive to view it. Copy the files from your PC to the drive folder.
- 3 When you're finished transferring files, swipe the Status Bar down and touch USB connected > Charge tablet. You may now safely unplug your device.

#### Playing a song

- 1 From the Home screen, tap Apps | > Apps tab > Music \_\_\_.
- 2 Touch the Songs tab.
- 3 Select the song you want to play.

YouTube	Touch to find the song on YouTube
8	Touch to share your music via the SmartShare function.
×	Touch to set shuffle mode
<b>D</b>	Touch to set repeat mode
<b>4</b> 0)	Touch to manage the music volume
H	Touch to pause playback
•	Touch to resume playback
(1)	Touch to skip to the next track on the album or in the playlist. Touch and hold to fast-forward 3 seconds.
(H)	Touch to go back to the beginning of the song. Touch twice to return to the previous song. Touch and hold to rewind 3 seconds.
*	Touch to set the current song as a favorite
Ì≡	Touch to see the current playlist
=====	Touch to set the audio effect.

To change the volume while listening to music, press the Volume Keys on the right side of the tablet.

Touch and hold any song in the list to access the following options:

Play, Add to playlist, Share, Delete, Details and Search.

#### NOTE:

- Some file formats are not supported, depending on the device software.
- If the file size exceeds the available memory, an error can occur when you open files.

**NOTE:** Music file copyrights may be protected by international treaties and national copyright laws.

Therefore, it may be necessary to obtain permission or a licence to reproduce or copy music.

In some countries, national laws prohibit private copying of copyrighted material. Before downloading or copying the file, check the national laws of the relevant country concerning the use of such material.

# Tools

# **QPair**

By connecting your tablet and mobile phone via QPair, you can sync incoming calls, messages, and social networking notifications between your tablet and mobile phone.



1 Run **QPair** and tap **Initial setup** > **Start** on your tablet first and then run the same steps on your phone.

**TIP!** QPair may not be pre-inistalled on the phone. Go to Google Play Store and search for QPair and install it.

**NOTE:** QPair works with phones running Android 4.1 or later. Some features may be limited depending on your phone model.

2 Bluetooth connection will be turned on automatically.

#### **QPair features**

**Call notification** – Sends the tablet a notification when the phone receives a call. The notification displays the caller's number and allows you to decline the call.

**Message notification** – Sends the tablet a notification when the phone receives a message.

**SNS notification** – Displays a social networking notification on your tablet's Status Bar when it arrives on your phone.

**NOTE:** To enable this feature, turn the **QPair Sns Notification** option in your phone (**Settings** > **Accessibility** > **QPair SNS notification**). This option allows you to be notified of social networking notifications on your tablet.

**QuickMemo transfer** – Saves your current QuickMemo in the tablet's Gallery, and then syncs the tablet's Gallery with the Gallery on your phone.

**Recent app sticker** – When the tablet screen is unlocked, a sticker will display the last app used on the phone. Tap the sticker to run the app. Make sure that the app is installed on the phone and tablet.

### **QSlide**

The QSlide function enables an overlay window on your tablet's display for easy multi-tasking. QSlide windows can be opened from the QSlide apps bar on the Notifications panel, or directly from the applications that support the QSlide function.