

lenovo.

Lenovo TAB A7-30

User Guide v1.0



Please read the
safety precautions and important notes
in the supplied manual before use.



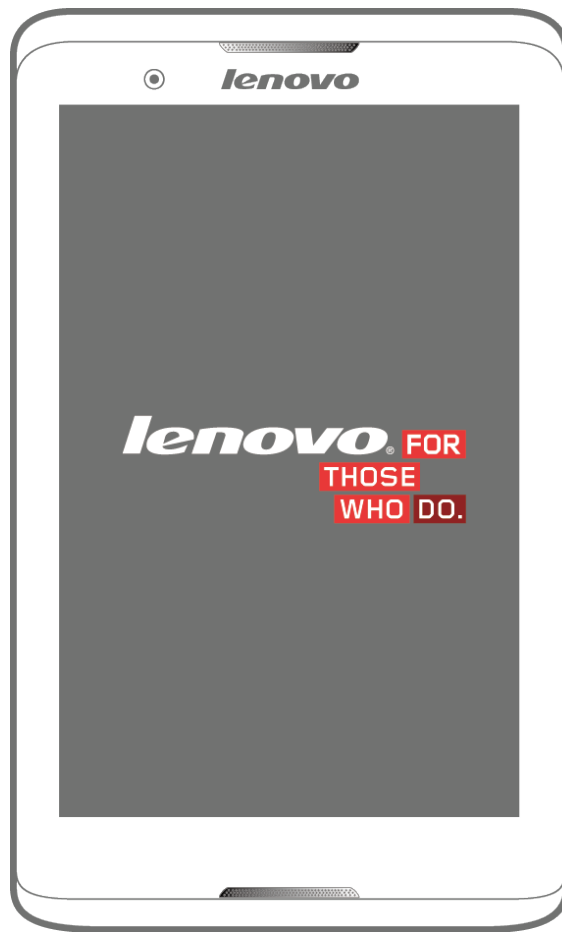


Chapter 01
Lenovo TAB A7-30 Overview

- 1-1 Appearance
- 1-2 Buttons
- 1-3 Turning On/Off Your Tablet
- 1-4 Activating/Deactivating the Display
- 1-5 Screen Lock/Unlock
- 1-6 Navigation Tips
- 1-7 Home Screen
- 1-8 Status Bar
- 1-9 Recent Apps
- 1-10 Applications Management
- 1-11 Entering Text

1-1 Appearance

Images are for reference purposes only, and may differ from your Lenovo TAB A7-30.



1-2 Buttons

On/Off Button

You can use this button to turn on/off your tablet and activate/deactivate the display.

Volume Controls

Press the **Volume Key** to adjust the volume.

1-3 Turning On/Off Your Tablet

Turning On Your Tablet

Press and hold the **On/Off button** on your tablet for about 3 seconds, then release it. The Lenovo logo and the startup screen will appear in sequence, indicating your tablet has been turned on.

Turning Off Your Tablet

Press and hold the **On/Off button** on your tablet for about 1 second. Select **Power off** from the pop-up window and then tap **OK** to turn off your tablet.

NOTE: When connecting to a computer with a USB cable, make sure that the battery power is sufficient for normal operation; otherwise, charge with the AC power adapter before USB connection.

1-4 Activating/Deactivating the Display

Activating the Display

With the display deactivated, press the **On/Off button** on the tablet to activate the display. The tablet's display will then illuminate, indicating that it has been activated.

Deactivating the Display

If you do not need to use your tablet temporarily, you can press the **On/Off button** to deactivate the display. Your tablet will then enter standby mode to save power.

1-5 Screen Lock/Unlock

Screen Lock

Auto-Lock

You can set screen timeout by tapping **Settings > DEVICE > Display > Sleep**. If there is no operation within the preset standby time, the display will automatically deactivate, and your tablet will be locked automatically.

Manual Lock

If you do not need to use your tablet temporarily, you can press the **On/Off button** for about 1 second to deactivate the display. Your tablet will then be locked, and will enter standby mode.

Screen Unlock





When in standby mode, press the **On/Off button** on your tablet to activate the display. Then, tap and hold the lock icon, and drag the slider over the unlock icon, as shown in the illustration below.

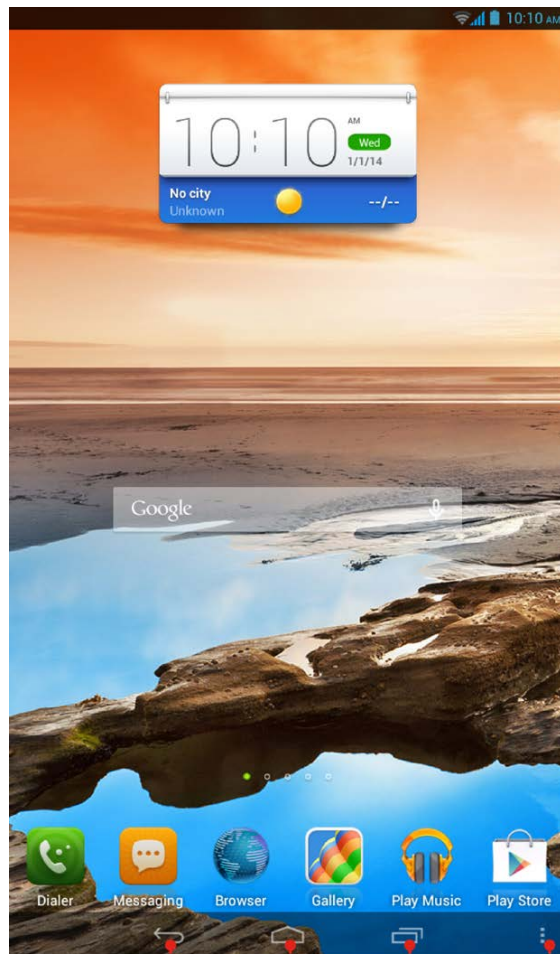


Screen Lock Pattern Setting

You can set the screen lock pattern by tapping **Settings** > **PERSONAL** > **Security** > **Screen lock** > **Pattern**. After this function has been enabled, you will be required to trace a personalized unlock pattern to unlock the screen before you can use your tablet.

1-6 Navigation Tips

- **Back**  : Return to the previous screen.
- **Home**  : Return to the Home screen.
- **Recent Apps**  : Display recently used apps.
- **Advanced Menu**  : Display shortcuts such as Add, Theme, Wallpaper, Preview, Preferences, and Settings.



1 - Back

2 - Home




3 - Recent Apps

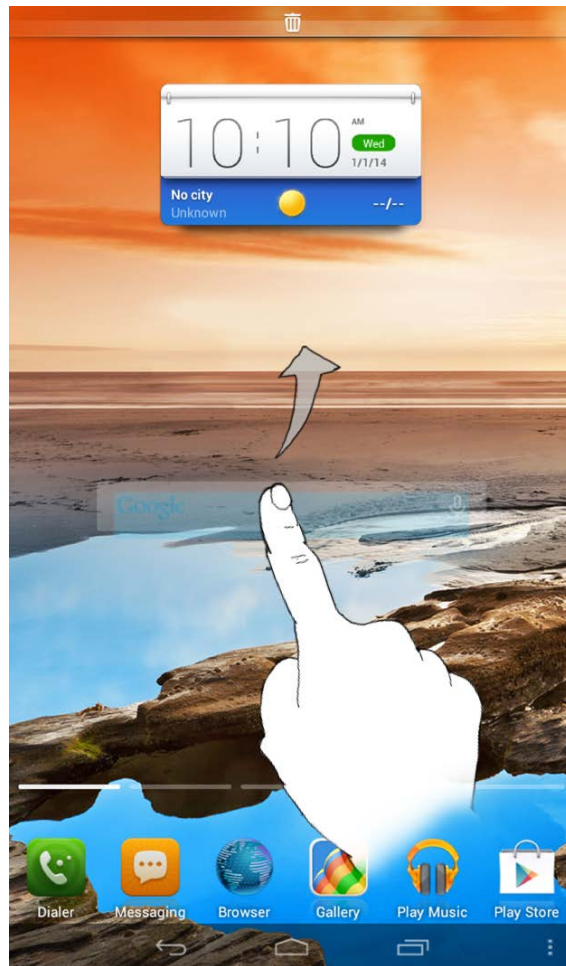
4 - Advanced Menu

1-7 Home Screen

This desktop enables you to quickly view and open your most frequently used applications.

In the Home screen, you can add shortcuts and change your wallpaper.

- To change your wallpaper, tap  > **Wallpaper** to choose a wallpaper from **Local wallpaper**.
- To delete something on the Home screen, tap and hold the selected item for about 2 seconds until  appears on the top of the screen, then drag the item to the  area to remove it.



Switching Home Screens

Your tablet has multiple desktops.

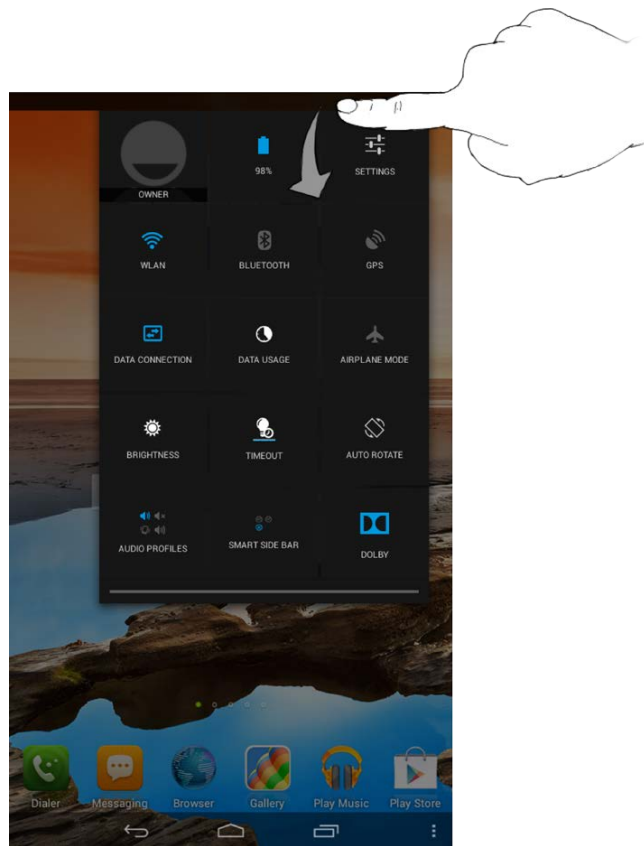
Move through screens by sliding your finger across the display. Icons can be moved from one panel to another.

1-8 Status Bar

System messages, if any, will be displayed in the status bar.


Information about WLAN connections and reception, power levels, charging status, and other notifications are displayed in the status bar.

Drop down the status bar to display the notification panel, which contains the Airplane mode switch, WLAN setting shortcut, GPS shortcut, Auto-rotate screen switch, Brightness adjustment toolbar, Settings shortcut, etc.



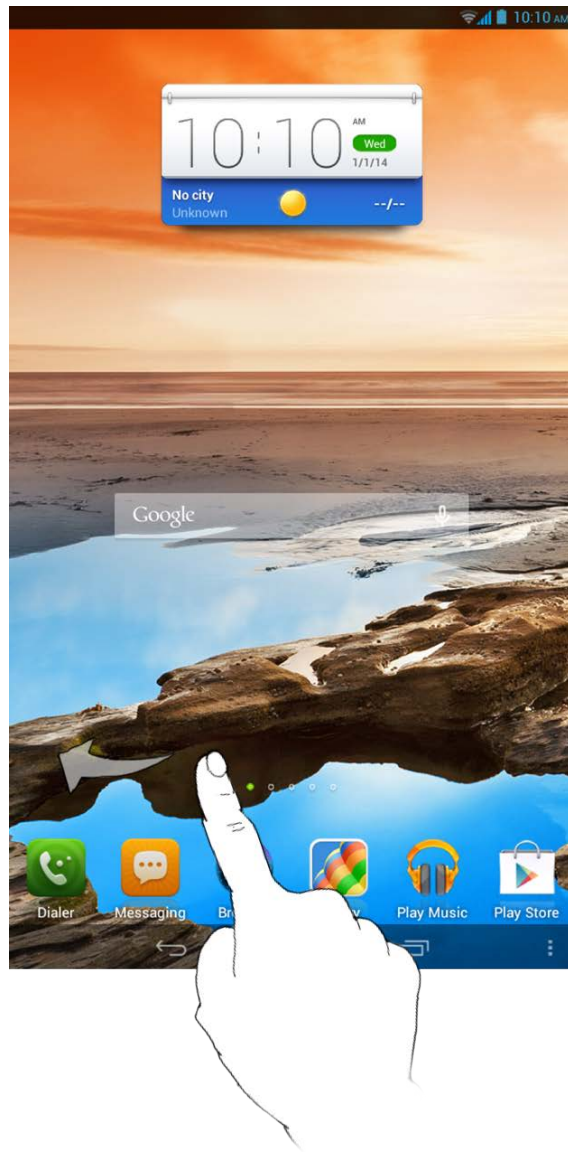
1-9 Recent Apps

Your tablet remembers apps you have used recently.

Tap  to display a list of your recently used apps. Tap an app from the list to open it.

1-10 Applications Management

Slide your finger on the Home screen and the applications list will appear.



Tap **Settings** > **DEVICE** > **Apps** to manage all your apps.

Uninstall


1. Tap the app you want to uninstall under the **Downloaded** tab.
2. Tap **Uninstall** at the top.
3. Tap **OK**.

Stop a running app

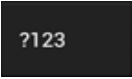

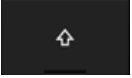
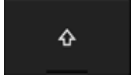
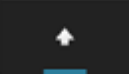

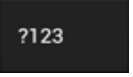
1. Tap **Running** tab.
2. Tap the running app you want to stop.
3. Tap **Stop**.

You can easily enter text from the virtual keyboard directly on the touch screen, such as when adding contact information in the Contacts application, or typing and editing SMS messages. You can input English letters and numeric symbols directly on the touch screen.

Virtual keyboard

Tap  on the bottom bar to hide the virtual keyboard. Tap the text input box to display the virtual keyboard.

Switch Input Method

- Tap  /  to toggle numbers and letters.
- Tap  to enter a capital letter. Or tap and hold  until it changes into  to turn caps lock on. Tap it again to unlock.
- To input a symbol, tap and hold the key until a blue pop-up box appears, then drag your finger to the symbol you want.
- In number input mode, tap  to input symbols and special characters. Tap  to go back to number input mode.





2-1 Browser

Network support is required to access the Internet with the web browser. If you have problems accessing your network, please consult your network operator or service provider directly.


The web browser in your tablet can access the Internet via a WLAN or 3G network, for business and/or personal use.

Tap **Browser** in the home screen to open the browser.


The browser supports the following functions:

Entering Web Addresses


Tap the address bar, and input a web address using the pop-up virtual keyboard.

Tap  on the virtual keyboard to open the web page.


Exiting the Browser

Tap  on the bottom bar to exit the browser and return to the Home screen.

Managing Browser Web Pages

Tap  to open the Browser management interface, where you can manage Bookmarks, Internet visiting history and saved pages read offline under their corresponding tabs.

Bookmarks:

Displays a list of all the web pages that you have added to **Bookmarks**. To add a bookmark, tap  to add the current web page to **Bookmarks**. To edit a bookmark, tap and hold the bookmark to open a pop-up window. From the window, you can open, edit, copy, share or delete the selected website, create a shortcut for it, set it as your homepage, or perform other operations.



History:

Displays a list of all the web pages you have visited recently.

Saved pages:



Displays a list of all the web pages you have saved for offline reading.

Tabbed Browsing



You can open several web pages in the same window to multiply your web surfing fun. Tap  to open a new tab. To switch to another web page, just tap its tab. Tap  on the tab to close it.


Additional Functions

Refresh: Tap  to manually refresh a web page.

Backward/Forward: Tap  or  to return to the previous page or to go to the next page.

Select Text: Select all text or select text in the current page for copying, sharing, finding, and web searching.

Add/Edit Bookmarks: Tap  to bookmark the current page. Tap  to manage your bookmarks.

More Options: Tap  to display an option list. These options include Refresh, Stop, Home, Close, New incognito tab, Save for offline reading, Share page, Find on page, Request desktop site, New tab, Page info, Settings and About.

Zoom Pages In/Out: You can manually fit the page to the screen size, and zoom the page in/out by sliding your finger and thumb apart, or bring them together.



Chapter 03 Applications

- 3-1 **Calendar**
- 3-2 **Camera**
- 3-3 **Clock**
- 3-4 **Email**
- 3-5 **Gallery**


Slide your finger on the Home screen to open the applications list.

3-1 Calendar

Tap **Calendar** in the applications list to open the calendar.

New Calendar Event



Tap  in the **Calendar** view to create a new event. You can also create a new event by tapping and holding a time in the Week or Day view.

Manage Calendar Events

You can switch between **Day**, **Week**, **Month**, and **Agenda** by tapping the appropriate tab at the top of the page.

Day view: Tap and hold an event in Day view to view, edit or delete the event.

Week view: Tap and hold an event in Week view to view, edit or delete the event.

Month view: Manage events in Week view from Month view by tapping any date in the Month view.

Agenda view: Tap to view events across a range of dates.


NOTE: Within any **Calendar** view, you can easily return to the current day/week/month by tapping **TODAY** at the top of the page.

3-2 Camera

Tap **Camera** in the applications list to open the camera interface. In this interface, you can perform the following operations:

Switch Cameras

Your tablet provides you with front/back camera. In the photo/video interface,

tap  to switch between the front and back cameras.


Switch Camera Modes


Your tablet provides you with some camera modes. In the camera interface,

tap  to switch between HDR, Panorama, Face beauty, etc.

Photos

Taking Photos

In the photo interface, tap  to take a picture.

Tap  to set the camera properties.



Exposure



Color effect



Scene mode



White balance

Viewing Photos



Tap the photo preview in the photo interface to open the photo viewing interface. You can set and play photo slideshows.

Photo Saving Location

Any photos you have taken will be saved in the **Gallery** application. Tap **Gallery** in the home screen to open a list of all the photos you have taken.

Videos

Recording Videos



Tap  in the video interface to start recording, or tap  to stop recording.

Viewing Videos

A thumbnail image of the latest recorded video will be displayed on the bottom right corner of the video interface. Tap the image to open the video player.

Shooting Panoramas

Capturing Panorama Images

In the panorama interface, tap  to start capturing. Move your tablet slowly. Tap  to stop capturing. The entire panned scene will be captured in one photo.

Viewing Photos

Tap the photo preview in the panorama interface to open the photo viewing interface. You can set and play photo slideshows.

Photo Saving Location

Any panoramas you have taken will be saved in the **Gallery** application. Tap **Gallery** in the home screen to open a list of all the photos you have taken.

3-3 Clock

Tap **Clock** in the applications list to open the Clock.

To add an alarm, tap **Clock** > **Add alarm**. After you have finished editing the alarm, tap **OK** to activate the alarm.

To restart an already set alarm, drag the slide bar to the right.

When an alarm sounds, drag the alarm box to **Stop Alarm** to deactivate the alarm, or to **Snooze** to delay it for five minutes.

3-4 Email

Network support is required to use your tablet's mailbox. If you have problems accessing your network, please consult your network operator or service provider directly.

Tap **Email** in the home screen.

3-5 Gallery

Tap **Gallery** to open the Photo application and view photos stored on your Lenovo TAB A7-30. In the Photo application homepage, photos are automatically displayed on the top left corner as **Albums**. You can select how to display your photos: **Locations**, **Times**.

[Chapter 02: Connecting to the Internet](#)



[Chapter 04: Settings](#)



Chapter 04 Settings

- 4-1 WIRELESS & NETWORKS
- 4-2 DEVICE
- 4-3 PERSONAL
- 4-4 ACCOUNTS
- 4-5 SYSTEM

Tap **Settings** in the applications list to open the Settings interface.

4-1 WIRELESS & NETWORKS

This setting module includes: **SIM management**, **WLAN**, **Bluetooth**, **Data usage** and **More...** (**Airplane mode**, **VPN**, **Mobile networks**, **USB Internet**, and **Tethering & Portable hotspot**).

SIM management

This setting allows you to enable/disable the SIM card function, data connection, and data roaming.

SIM INFORMATION: You can enable/disable the SIM card function, edit the SIM name, enter the phone number, and select to display a part of the number.



DEFAULT SETTINGS: You can select to enable data connection.


GENERAL SETTINGS: You can select to allow data roaming and show the roaming reminder.




WLAN

This setting allows you to enable/disable WLAN connections.

When WLAN is enabled, your tablet will automatically scan for available wireless networks, displaying them in the WLAN network list.

The network status icon,  indicates that the network requires no password, and can be connected to directly. However,  indicates that the network has been encrypted, and can be connected to only after the required password is entered.

You can select any network you want from the list. After selecting the network, tap **Connect** to connect directly. Alternatively, select the check box in front of **Show advanced options** to adjust the proxy and IP settings in the pop-up text box, and then tap **Connect** to connect to a network. You can also select  **Add network** to manually add a network.

- Tap  > **WPS Pin Entry** to use a PIN to add a WPS client.
- Tap  > **WLAN Direct** to allow applications to connect to nearby devices without needing to connect to a network or hotspot.
- Tap  > **Advanced** for advanced WLAN settings.
 - **Network notification:** When activated, the system will notify you if there are any open networks available.
 - **Keep WLAN on during sleep:** You can set WLAN connection policy during sleep mode to **Always**, **Only when plugged in** or **Never(increases data usage)**.
 - **WLAN optimization:** When activated, the system will minimize battery usage when WLAN is on.

Bluetooth

You can establish a wireless connection with any other Bluetooth compatible device using Bluetooth technology. Examples of Bluetooth compatible devices can include stereo earphones, keyboard, etc.

Since a Bluetooth-enabled device communicates with other devices by radio waves, you do not have to position your tablet directly towards the other device. However, please note that the Bluetooth connection can sometimes be interrupted by obstacles, such as walls, or other electronic devices.

Your tablet supports V4.0 Bluetooth. To ensure effective operation of your tablet and another Bluetooth-enabled device, please use only Lenovo-approved accessories compatible with your tablet. Also, check with the manufacturer of the other device to determine whether the device is compatible with your tablet.

In some cases, the use of Bluetooth may be restricted. Please consult with local authorities or your service provider.

Using applications that require Bluetooth technology or running such applications in the background will consume the battery power of your tablet at a faster rate, and reduce the service life of your battery.

- **SEARCH FOR DEVICES:** After Bluetooth has been activated, your tablet will automatically display a list of any Bluetooth-enabled devices it can find within the effective range (i.e. scan for devices).

By tapping  , You can perform the following Bluetooth settings:

- **Rename tablet:** Change the name of your tablet.
- **Visibility timeout:** Select how long you want to make your device visible.
- **Show received files :** Select to show the files you have received.
- **Advanced settings :** You can select to turn on FTP server and set the permission. You can also select to turn on proximity reporter.

Data usage

You can check your data usage status for a specified period.

By tapping  , You can perform the following settings:

- **Data roaming:** Select to allow data roaming.
- **Restrict background data:** Select to restrict background mobile data.
- **Auto-sync data:** Select to sync data automatically.
- **Show WLAN usage:** Select to show WLAN data usage.
- **Mobile hotspots :** Select the WLAN networks which are mobile hotspots.

More...

Airplane mode: When the Airplane mode is enabled, all wireless connections on your tablet will be disabled.

VPN: These settings allow you to add and set up various types of VPN (Virtual Private Network).



Mobile networks: These settings allow you to enable/disable data connection and data roaming, select network mode, set the Access Point Names, and select the network operators.

Setting the Access Point Names

Follow the instructions below to complete your 3G settings. Then, your 3G will function normally.

1. Slide your finger on the Home screen to open the applications list.
2. Tap **Settings**.
3. Select **WIRELESS & NETWORKS > More... > Mobile networks >**

Access Point Names.

4. Tap  , and select **New APN**.
5. Contact your 3G carrier for your APN settings, and type them in the text boxes under **Edit access point**.
6. Tap  > **Save**, and launch **Browser** to check if the network function is available.

4-2 DEVICE

Sound

Tap **Settings > DEVICE > Audio profiles** to enter the Sound settings interface. Sound settings include **PREDEFINED PROFILES (General, Silent, Meeting, Outdoor)**. Tap Settings include **GENERAL (Vibrate, Power audio playback), Volumes, INCOMING CALLS (Voice ringtone), NOTIFICATIONS (Default notification) and SYSTEM (Dial pad touch tones, Touch sounds, Screen lock sound, Vibrate on touch)**.

Display

Tap **Settings > DEVICE > Display** to enter the display settings interface. Display settings include **PERSONALIZE (Lock screen notifications and Wallpaper)** and **DISPLAY (Brightness, Daydream, Font size, Sleep, and Wireless display)**.

Wallpaper: You can select any pictures from **ES File Explorer, Gallery, Live Wallpapers, Photos** and **Wallpapers** as your wallpaper.

Brightness: You can manually adjust the brightness or select **Automatic brightness**, which allows your tablet to adjust screen brightness automatically according to ambient light.

Font size: This option allows you to select the font size for text displayed on the screen. You can set the font size to **Small, Normal, Large** or **Extra large**.

Sleep: This option allows you to select how long your tablet's screen will remain activated without any operation before it is automatically locked to save power. You can set the time to **15 seconds, 30 seconds, 1 minute, 2 minutes, 5 minutes, 10 minutes** ,or **30 minutes**.

Wireless display: This option allows your device to connect to larger device's displays using your WLAN network.

Smart Side Bar: Side Bar allows you to slide from the outer edge of the screen to the center to bring up smart side bar, from which you can select the mode (**Standard Mode**, **Multimedia Mode**, and **Reading Mode**) you want to use your tablet and get the shortcuts of some apps(Gallery, Dolby, Email, etc.).

You can select **Auto**, **Manual** to turn on Side Bar automatically or manually. You can also select **Off** to turn off Side Bar.

Storage

Tap **Settings > DEVICE > Storage** to view internal storage, total space, and external USB device storage.


Nominal capacity calculation

method: 1GB=1,000MB=1,000,000KB=1,000,000,000 bytes

Operating system calculation

method: 1GB=1,024MB=1,048,576KB=1,073,741,824 bytes

The system itself occupies some space; therefore, available space will be less than that calculated.

Tap  > **USB computer connection** to turn on USB storage, enable USB MTP/PTP, or change USB connect mode to charge only. You can also select to connect your tablet to your PC as a virtual CD-ROM.

Battery

Tap **Settings > DEVICE > Battery** to check battery usage data, remaining power status, and battery usage history details.

Apps

Tap **Settings > DEVICE > Apps** , you can easily manage and delete selected applications.

You can also filter any running applications or applications provided by third-party software developers in the applications list.

After selecting an application, you will then be able to see its details and related information. You will also be able to perform functions such as **Force stop**, **Uninstall**, **Clear cache** and **Clear data**, etc.

This setting includes: **Location access** , **Security**, **Language & input** and **Backup & reset**.

Location access

Tap **Settings > PERSONAL > Location access** , you can enable apps to use your location information and select how your tablet determines its location.

GPS satellites : Pinpoint your location using GPS.

WLAN & mobile network location: Let apps use Google's location service to estimate your location faster.

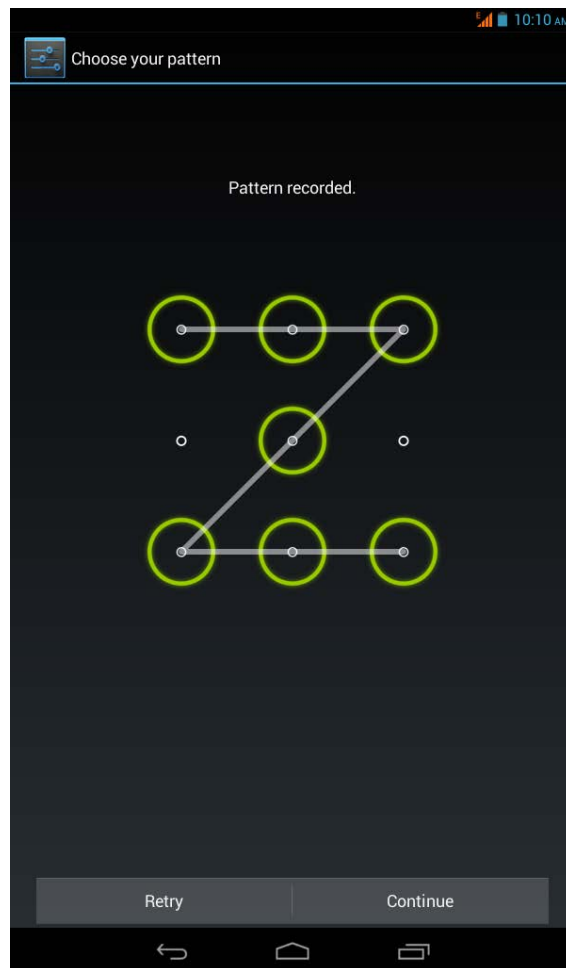
Security

Tap **Settings > PERSONAL > Security** to access security settings, which include: **SCREEN SECURITY**, **ENCRYPTION**, **SIM CARD LOCK**, **PASSWORDS**, **DEVICE ADMINISTRATION** and **CREDENTIAL STORAGE**.

SCREEN SECURITY: You can set the screen lock method, and owner information to be displayed on the lock screen.

- **Screen lock**: You can unlock the display in one of four ways: **Slide**, **Voice Unlock**, **Pattern**, **PIN** and **Password**. You can deactivate the screen lock as well by selecting **None** as well.

Tap **Pattern**, use your finger on the screen (as illustrated) to draw an unlock pattern. Once you have set the unlock pattern, you will then be able to toggle **Make pattern visible** on/off.



After you have set and activated the pattern unlock function, the unlock keypad will be displayed whenever the display is to be unlocked. Use your finger to trace your preset pattern on the keypad. After the preset pattern has been correctly entered, the screen will be unlocked.

Tap **Voice Unlock** to use your voice to unlock the display.

Tap **PIN** to input the PIN code (minimum 4 digits) you will use to unlock the display.

Tap **Password** to input the password (minimum 4 characters) you will use to unlock the display.

- **Owner info:** Input the text you want to display on the lock screen.

SIM CARD LOCK: Set up SIM card lock, then you need to input a PIN code before using your tablet. You can also select to change the SIM PIN.

PASSWORDS: Under this option, you can decide whether or not your chosen password will be visible when you input it. If the check box is selected, then the password will be visible. If it is not selected, then your password will only be displayed as **** when you input it, thereby keeping your password more secure.

DEVICE ADMINISTRATION: Set to administrate your tablet and allow installation of non-market apps.

- **Device administrators:** These functions are not available to ordinary users. Only TsingMail users who have previously set up the appropriate security settings within their organizations can use these functions.

These features work in conjunction with the Enterprise Policy Center (Lenovo Enterprise Policy Manager). The Enterprise Policy Center is the executor of the security policies of the Lenovo enterprise platform. Whenever the user enables the Lenovo enterprise mail and service function, the Enterprise Policy Center will then be enabled automatically. This will allow your tablet to accept security policies as set forth by the IT department of your organization, for example, mandatory screensavers with increased password protection. Enabling these functions also allows your tablet to accept management instructions from your company's IT department, for example, allowing them to erase data remotely and reset your device.

- **Unknown sources:** Select this option to allow installation of non-Market apps.

CREDENTIAL STORAGE: This function allows your tablet to access web pages and LANs for which a specific security certificate or another certificate is required.

- **Trusted credentials:** Select this option to display all the trusted CA certificates.
- **Install from storage :** Install certificates from storage.
- **Clear credentials:** Select this option to delete all your currently saved certificates.

Language & input

Language: Select the language you wish to use to operate your tablet.

Spell checker: Toggle spelling correction on/off.

Personal dictionary: You can add new words or terms here to your tablet's dictionary.

KEYBOARD & INPUT METHODS: This option allows you to select and set the input method (including **Default**, **Google Keyboard** and **Google voice**

typing).

MOUSE/TRACKPAD: Under this option you can adjust pointer speed.

Backup & reset

This option allows you to backup your data, clear all DRM licenses, and reset your tablet to the factory default settings.

4-4 ACCOUNTS

Add account

You can add some accounts, such corporate accounts, Email accounts, etc.

4-5 SYSTEM

Date & time

These settings allow you to set a number of time-related options, such as system time.

You can enable automatic time and time zone updates via a network (which requires network support), select a time zone, set a specific date and time, and display format for date and time.

Scheduled power on & off

This setting allows you to set the automatic power on & off time and repetitive mode.

Accessibility

SERVICES: This option allows you to turn on Talkback.

SYSTEM: This option allows you to set a Magnification gestures and a large text, set the text-to-speech output, touch & hold delay time, whether to allow the installation of web scripts or not Auto-rotate screen ON/OFF.

About tablet

Under this option, you can view **Status**, **Legal information**, **Model number**, **Android version**, **Baseband version**, **Kernel version**, **Build number**, **Hardware version**, and **System update**.

Chapter 03: Applications



Chapter 05: Troubleshooting





Insufficient memory prompt appears during app installation

Please free up some memory and try to install again.

Makes no sound when called or is not audible

Please adjust the volume using the volume keys.

Cannot access the internet via wireless network

Restart the wireless router or go to Settings and restart WiFi.

Cannot wakeup the tablet from sleep mode

Please long-press the power key to restart.



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