8.3　Stopwatch

You can use Stopwatch to keep time or record lap times.

Launch your Stopwatch

- On the Home screen: Go to ⌐ **Clock** -> ⏱ **Stopwatch**.
- On the Lock screen: Just swipe 🧰 up and tap ⏱ -> ⏱ **Stopwatch**.

Configure the Stopwatch

1. Tap ⏱ **Stopwatch**.
2. Tap ▶ to start timing. While timing, Tap ↻ to count laps. Lap data will be displayed on the screen. Tap ☐ to copy the lap.
3. Tap ⏸ to pause the stopwatch.
4. Tap ↻ to clear the stopwatch records and restart.

8.4　Timer

Set a timer to count down and alert you when time's up.

Launch your Timer

- On the Home screen: Go to ⌐ **Clock** -> ⏲ **Timer**.
- On the Lock screen: Just swipe 🧰 up and tap ⏱ -> ⏲ **Timer**.

Configure the Timer

1. Tap ⏲ **Timer**.
2. Tap ∠ to add the timer's label.
3. Turn the wheel to set the countdown time. You can also quickly add 5/15/30 minutes by using the shortcut keys under the wheel.
4. Tap ▶ to start the timer. When the timer is counting, tap ⏸ to pause the countdown, tap ＋ to add another timer, tap ▶ to continue or tap ↻ to reset the count down.
5. When the timer goes off, you can always press Volume buttons to adjust the ringtone volume. When the screen is on, tap **OK** on the pop-up promts to close timing; when the screen is locked, tap ⊗ or press Power button to close timing.

8.5　Settings

On the Home screen, tap ⌐ **Clock** -> ⋮ -> **Settings** to personalize your clock.

- Ring duration: Tap to select the ring duration.
- Interval before ringing again: Tap to choose a proper interval time. If you tap **SNOOZING** when the alarm rings, then it will ring again after the interval time.
- Sound after shutdown: Turn on the switch if you want to enable the alarm after turning off your phone.

9　Browser

Use your phone browser to surf the Internet and find out all that you are curious about.

- *Go to a webpage*
- *Browser tabs*

9. 1　Go to a webpage

Before you use the ⊙ **Chrome**, it will pop up Chrome's Terms of service and Privacy Notice, read the terms and conditions, then tap **ACCEPT & CONTINUE**. Then you can sign in to Chrome, or you can tap **NO, THANKS** to ignore the sign in process.

View a webpage

1. On the Home screen, tap ⊙ **Chrome**, then tap the address bar and enter the web address you want to visit.

2. Tap **Go** on the keyboard.

Do more options about the web page

Tap ⋮ and choose the options that you want to configure.
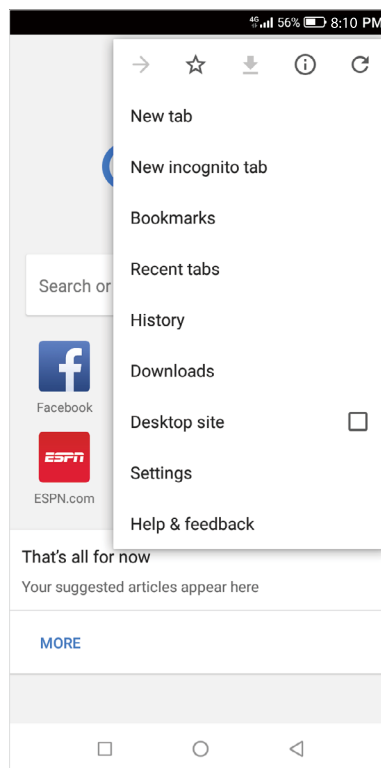
- Add a bookmark: Tap ☆ to add a bookmark for the site you want to collect so that you can quickly find the site next time by tapping ⋮ -> **Bookmarks**.
- Download a site: Tap ⬇ to download the site you want so that you can quickly find the site next time by tapping ⋮ -> **Downloads**.
- Check the site: Tap ⓘ to check whether the website you open is safe or not.
- Refresh the site: Tap ↻ to refresh the site.

- New tab: Open a new tab.
- New incognito tab: Open a new incognito tab.
- Bookmarks: View your bookmarks.
- Recent tabs: View the recent visited tabs.
- History: View your browsing history.
- Downloads: View the contents you have downloaded.
- Desktop site: Check the option to turn the page to a desktop site.
- Settings: Configure the browser settings.
- Help & feedback: Search for help or send your feedback.

9. 2   Browser tabs

You can view multiple pages simultaneously using tabs. Tap the icon ⬜1 and all the pages will be displayed. The number on the icon means the current number of the web pages.

Open a new tab

You can open a tab by the following ways:

- On the Home screen, tap 🌐 **Chrome** -> ⋮ -> **New tab**.
- On the Home screen, tap 🌐 **Chrome** -> ⬜1 -> ➕ .
- On the Home screen, tap 🌐 **Chrome** -> ⬜1 -> ⋮ -> **New tab**.

Close tabs

1. Tap 🌐 **Chrome** -> ⬜1 and choose the tab you want to close.
2. Drag the tab left or right to close the tab or tap ✕ to close the tab (To close all the tabs one time, tap ⋮ -> **Close all tabs**).

10 Google Play Store

Use **Google Play Store** to download applications to you phone as desired. Applications are available through **Google Play Store** either free of charge or at a cost.

- *Add an account to your Google Play Store*
- *Download and install applications*

10. 1   Add an account to your Google Play Store

To get applications from the **Google Play Store**, you'll need to log in an account on your device. When you add an account, information associatied with that account automatically syncs with your phone.

When using **Google Play Store** for the first time, you will first enter **SIGN IN** screen, then enter your account on the **Email or phone** line or tap **Or create a new account** to apply for a new account, then follow the onscreen instructions to log in your account.

10. 2   Download and install applications

1. Find the application you want. There are three ways:

    - Use the search bar or voice search to manually find the applications you want.
    - Swipe the screen left to find the category of the app you want and tap the category, related applications will display on the screen.
    - Swipe the screen down to get the latest push applications.

Tap to enter the name/key words of the app you want, then related information will display

Tap to configure more options
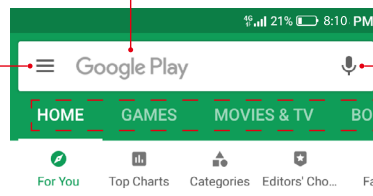
Tap to say the name/key words of the app you want, then related information will display

Swipe left to view related apps

21% 8:10 PM

☰ Google Play 🎤

HOME   GAMES   MOVIES & TV   BO

For You   Top Charts   Categories   Editors' Cho...   Fan

2. Tap the application and then tap **INSTALL**.

3. When downloading, you can always swipe down from the status bar to view the download progress. When downloading completed, the application will be installed on your phone automatically.

4. Go to Home screen, tap the application icon, then follow the onscreen instructions to set the application permissions to protect your phone and privacy and start using it.

11 Themes

Themes helps you to personalize your Home screen by changing the theme, wallpaper, Lock screen style, and icon style.

- *Change the theme*
- *Change the wallpaper*
- *Change Lock screen style*
- *Change the icon style*

11. 1   Change the theme

1. On the Home screen, tap 🎨 **Themes**.
2. Select a theme, then the preview of the currently selected theme will display on the screen.
3. If the theme is right for you, tap **APPLY** to apply the theme; if it is not appropriate, tap ❮ in the upper left corner and repeat step 2 and step 3 above.

11. 2   Change the wallpaper

Wallpaper settings let you set an image or photo as wallpaper for the Lock screen or Home screen.

Launch the wallpaper

There are three ways to Launch the wallpaper:

- Tap 🎨 **Themes** -> **CUSTOM** -> **Lock screen wallpaper**/**Home screen wallpaper**.
- Tap ⚙ **Settings** -> **Display** -> **Wallpaper**.
- Touch and hold the Home screen's blank area or pinch two fingers together on the Home screen, then tap 🖼 **Wallpapers**.

Change the wallpaper with system-provided wallpapers

1. On the Home screen, tap 🎨 **Themes** -> **CUSTOM** -> **Lock screen wallpaper**/**Home screen wallpaper**.
2. Select a desired wallpaper from system-provided wallpapers.
3. Tap screen to toggle **Lockscreen Preview**/**Homescreen Preview** which shows a preview of the currently selected wallpaper without applying it. You can swipe the screen left or right to change the wallpaper.
4. Tap **APPLY**, and then follow the onscreen instructions to set it as the Home screen or Lock screen wallpaper (or both).

Customize your wallpaper

1. On the Home screen, tap 🎨 **Themes** -> **CUSTOM** -> **Lock screen wallpaper**/**Home screen wallpaper**.
2. Tap ➕ and select an image.
3. Tap screen to toggle **Lockscreen Preview**/**Homescreen Preview** which shows a preview of the currently selected wallpaper without applying it. You can zoom in the picture, swipe it and select the part you want. On **Homescreen Preview** screen, check **Scrolling effect**, and you can zoom and move the image to adjust the maximum display area of the wallpaper.
4. Tap **APPLY**, and then follow the onscreen instructions to set it as the Home screen or Lock screen wallpaper (or both).

Set loop Lock screen wallpapers

1. On the Home screen, tap 🎨 **Themes** -> **CUSTOM** -> **Lock screen wallpaper/Home screen wallpaper**.

2. Swipe the screen left or tap **Loop wallpapers**.

3. Switch on **Loop lock screen wallpapers**. If you haven't selected a screen lock method, follow the onscreen instructions to set.

4. Tap **Interval** to make the Lock screen wallpaper change automatically at preset intervals.

5. Tap **Loop wallpaper library**, you can:

    *   Preview Lock screen wallpaper effect: Tap the picture and a preview of the currently selected wallpaper will be displayed. You can swipe the screen left or right to preview more Lock screen wallpaper effect.

    *   Add pictures into loop Lock screen wallpaper library: Tap ➕ to add pictures into your loop Lock screen wallpaper library as desired.

    *   Remove from your loop Lock screen wallpaper library: Tap the picture you don't like and then tap 🗑 at the bottom of the screen. You can also touch and hold one of the exsited pictures and select the ones you want to remove from your loop Lock screen wallpaper library, then tap 🗑.

11. 3   Change Lock screen style

1. On the Home screen, tap 🎨 **Themes** -> **CUSTOM** -> **Lock screen style**.

2. Tap one of the Lock screen styles and swipe the screen left or right to preview the different Lock screen style effect. Select the desired Lock screen style and tap **APPLY**.

11. 4   Change the icon style

1. On the Home screen, tap 🎨 **Themes** -> **CUSTOM** -> **Icons**.

2. Tap one of the icon styles and swipe the screen left or right to preview the icon style effect.

3. Select the desired icon style and tap **APPLY**.

12 Weather

Use Weather to check the current weather and multi-day forecast for your location and many other cities around the world.

- *Check the weather*
- *Weather settings*

12. 1   Check the weather

Add a city

Add multiple cities to the weather application so that you can keep track of the weather in cities of interest to you. Before adding a city, please connect to the mobile data or connect to WLAN and enable location-based services.

1. On the Home screen, tap ☁ **Weather**.
2. Enter a city name in the **City** field and a list of cities will be displayed on the screen. To get the weather of your current location, tap **Add current location** and read the terms carefully, then tap **AGREE**.
3. You can add more cities by tapping ☰ -> ➕ and then enter the city name. After adding two or more cities, slide left or right on the screen to view the weather information of different cities.
4. On weather information screen, swipe the screen down to refresh the weather information; swipe the screen up to view the future weather and detailed information of the day: relative humidity, UV, wind speed, dew point, visibility and pressure.

Remove a city

Tap ☁ **Weather** -> ☰ to log into the **City list**.

Swipe left the city you don't need and tap 🗑 to remove the city.

12. 2   Weather settings

Tap ☁ **Weather** -> ⚙ to configure the weather settings.

- Weather alerts: Tap to choose the city from which you want to receive weather alerts. Toggle the switchs of **Weather warnings**, **Rain alerts**, **Snow and hail alerts**, **Falling temperature alerts** to enable or disable the Weather application to inform you of weather warnings, rain alerts, snow and hail alerts, falling temperature alerts for the city you choose.
- Auto refresh: Turn on the switch to make the phone auto refresh the weather information.
- Refresh interval: Tap to set the refresh interval.
- Temperature units: Tap to choose °C or °F as the temperature unit.
- Wind speed unit: Tap to choose km/h, m/s, mph or kts as the wind speed unit.
- Air preesure unit: Tap to choose hPa, mb, mm or in as the air pressure unit.

13 Calendar

Use Google Calendar to capture your precious moments.

- *Use the calendar*
- *Calendar settings*

13. 1   Use the calendar
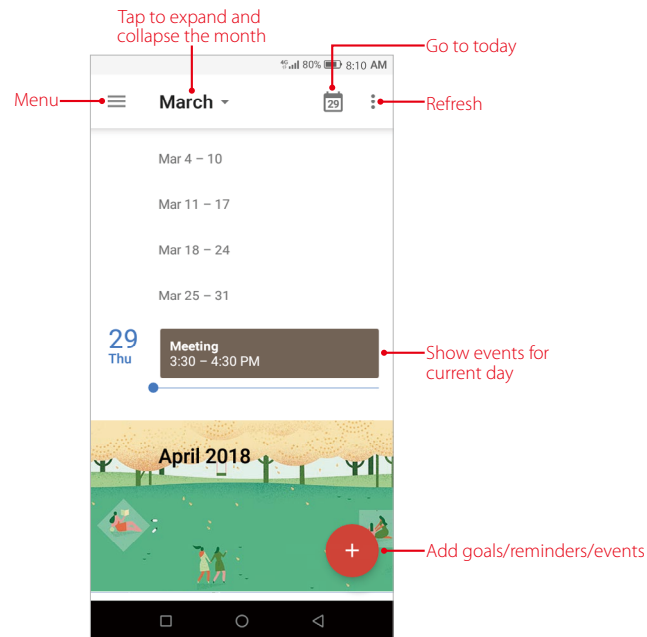
View the calendar

1. On the Home screen, tap 📅 **Calendar**.
2. Tap ☰ to select **Schedule**/**Day**/**3 Day**/**Week**/**Month** to zoom in or out your calendar.

Add goals/reminders/events

Add goals/reminders/events to help you plan ahead.

1. On the Home screen, tap 📅 **Calendar**.
2. Tap ➕, choose ⚑ **Goal**/🔔 **Reminder**/📅 **Event**.
3. Follow the onscreen instructions to enter the related information and save it.

Search events/holidays

1. On the Home screen, tap 📅 **Calendar**.
2. Tap ☰ -> 🔍 **Search** and enter the key words you want to search, and tap **Search** on the keyboard. Related results will be displayed under the search bar.

Edit/delete an event

1. On the Home screen, tap 📅 **Calendar** and tap the event you want to edit or delete.

2. Tap 🖊 to start editing.

3. Tap ⋮ -> **Delete** -> **DELETE** to delete the event.

13. 2   Calendar settings

On the Home screen, go to 📅 **Calendar** -> ☰ -> **Settings** -> **General.**

• Start of the week: Tap to choose the day when a week starts on (Saturday/Sunday/Monday).

• Use device time zone: Turn on the switch to use device time zone, or turn off the switch and tap **Time zone** to choose a country time zone.

• Alternate calendar: Tap to choose an alternate calendar, such as Chinese calendar.

• Show week number: Toggle the switch to show or hide week number.

• Show declined events: Toggle the switch to show or hide declined events.

• Default event duration: This is the default duration of a newly created event. For non-Google accounts, the default is 1 hour.

• Notify on this device: Turn on the switch and tap **Calendar notifications** to configure more settings for calendar notifications.

• Quick responses: Tap to edit the quick responses.

14 Notes

Use Notes to record important information to save and view at a later time.

- *Compose a new note*
- *Note options*
- *Manage notes*

14. 1   Compose a new note

1. On the Home screen, tap ▨ **Notes** -> 🟡 at the bottom right corner and begin composing a new note.
2. For the content of your note, you can:
   - Add pictures: Tap 🖼 to select a picture from your gallery or tap 📷 to take a picture.
   - Add checklists: Tap ✅ to add checklist in the note.
   - Add graffiti: Tap 🖌 to add graffiti in the note. Once you have finished the graffiti, tap ✓ and it will display in your note.
   - Undo/Restore your operations: Tap ••• -> ↩ to undo the operation you have done; tap ••• -> ↪ to restore the operation you have done.
3. After finishing composing, tap ✓ to save the note.

▌Note:
Tap ✐ **Notes** on the call interface to edit notes during a call and then tap **SAVE**. (These notes are saved in ▨ **Notes** -> ☰ -> ▢ **Call** by default.)

14. 2   Note options

On the Home screen, tap ▨ **Notes** and select the note you want to edit more, you can:

Set reminders

Tap ⏰ to set times for your notes to receive reminders so you can deal with them on time.

Add the note to favorites

Tap ☆ in the upper right corner to light it up for important contents. ⭐ means the note have been saved in ⭐ **Favorites**.

To remove the note from favorites, tap the note and then tap ⭐.

▌Note:
To see the notes you have added to favorites, tap ▨ **Notes** -> ☰ -> **Favorites**.

Change the note background color

At the upper right corner, tap ⋮ -> **Background Color** and select the color you want to set as your note background color. The default background color is white.

Share the note

At the upper right corner, tap ⋮ -> **Share** and choose the way you want to share: **Share as text**/**Share as image**, then choose the way you want to share and follow the onscreen instructions. It is noted that when there are pictures or graffiti in the note, they can only be shared in the form of image.

Save the note as picture

At the upper right corner, tap ⋮ -> **Saved as picture** and the note will be saved as picture and kept in 🌈 **Photos**.

▌Note:

If you have ever shared the note, then it is already saved as picture in 🌈 **Photos**.

Modify a group

At the upper right corner, tap ⋮ -> **Modify a group**, then you can either set a new group for the note by tapping ⊕ **Add group**, entering the group name and tapping **OK**, or you can select one of the groups displayed.

Pin to Home screen

At the upper right corner, tap ⋮ -> **Pin to home screen** and the note will be pinned to Home screen.

▌Note:

To remove the note from Home screen, touch and hold the note on the Home screen, then drag it to **Remove** in the status bar.

Print the note

Make sure your printer and phone connect to the same LAN network. Then in the upper right corner, tap ⋮ -> **Print** -> **Select a printer** to choose your printer, and follow the onscreen instructions to print the note as desired.

Delete the note

At the upper right corner, tap ⋮ -> **Delete** -> **DELETE** to delete the note.

14. 3   Manage notes

Search notes

On the Home screen, tap ▢ **Notes** -> 🔍 and enter the key words to quickly find the notes you want.

View your notes in an organized way

1. On the Home screen, tap ▢ **Notes** and all your notes are displayed in chronological order.

2. Tap ☰ to enter the **Group** screen and view your notes in an organized way:
   - Tap **All notes** to view all your notes.
   - Tap **Quick notes** to view the notes you neither set for a group nor added to favorites.
   - Tap **Favorites** to view the notes you added to favorites.
   - Tap **Call** to view the notes you composed during a call.
   - Tap **Life**, **Work**, **Study** to view the notes you classified into Life group, Work group, Study group.

Delete notes

On the Home screen, tap ▢ **Notes**, touch and hold the notes, select the notes you want to delete, and then tap 🗑 -> **DELETE**.

Move multiple notes to the same group

1. On the Home screen, tap ▢ **Notes**,

2. Touch and hold the notes, select the note(s) you want to move to the same group.

3. you can either tap ▢ -> ⊕ **Add a group** to move these note to a new group, or you can tap ▢ and select the group you want to move theses notes to.

Manage groups

On the Home screen, tap ▌**Notes** -> ☰, you can:

- Add a group: You have three ways to add a group:

  - Tap ⊕, enter a new group name and then tap **OK**.

  - Tap **Group management** -> ⊕, enter a new group name and then tap **OK**.

  - Tap a note and then tap ⋮ -> **Modify a group** -> ⊕ **Add a group**, enter a new group name and then tap **OK**.

- Rename a group: Tap **Group management**, tap the group you want to rename, enter a new group name and then tap **OK**.

- Delete groups: Tap **Group management**, touch and hold a group, select the groups you want to delete, and then tap 🗑 -> **DELETE**.

- Change display order of groups: Tap **Group management**. For example, when you have added many groups in **Group** screen and you want to view **Life** notes quickly, you can tap **Group management**, touch and hold ═ next to **Life** and swipe it up to the top, then **Life** group will display on the top under **Call** notes on **Group** screen.

⚑ Note:

All notes, **Quick notes**, **Favorites**, **Call** these four groups cannot be renamed, deleted or changed display order. To see the notes you have added to favorites, tap ▌**Notes** -> ☰ -> **Favorites**.

Add note watermark

On the Home screen, tap ▌**Notes** -> ☰ -> **Note watermark**, you can toggle the switch of **Add watermark** to enable or disable add neffos watermark when creating images from notes.

15 File Manager

Access files stored on your device (including Audio, Video, Image, Document, Archive, APK, Downloads and My Favorites).

- *Create a folder*
- *View File Manager*
- *Manage files*
- *File sharing*

15. 1   Create a folder

Keep your device organized by creating folders for your files.

1. Go to ▯ **File Manager** -> **Internal storage** -> ⋮ -> **New folder**.
2. Enter the name of the new folder and touch **SAVE**.

15. 2   View File Manager

View files

1. On the Home screen, tap ▯ **File Manager**. Files are organized into eight categories: **Audio**, **Video**, **Image**, **Document**, **Archive**, **APK**, **Downloads** and **My Favorites**.
2. Tap a category to view the relevant files or tap **Internal storage** to view all the files.

View the device storage

1. Go to ▯ **File Manager** -> **Internal storage** ⓘ.
2. Tap to view overall storage availability and storage used by different types of applications.

15. 3   Manage files

Search files

Use the search feature to find files quickly.

Go to ▯ **File Manager** -> ⚲ , enter the file name or keywords. Search result will be displayed below the search bar.

Sort files

Use the sort feature to arrange your files by type, name, size, or date.

1. Go to ▯ **File Manager**, tap the file of which you want to change the sort type for the documents: **Audio**, **Video**, **Document**, **Archive**, **APK**, **Downloads**, **My Favorites**.
2. Tap ☰ , select a sort type to sort files by **Date/Name/Type/Size** as desired and set the order posted by **Asc** (ascending order) or **Desc** (descending order).

Sort Internal storage

Use the sort feature to arrange your files by type, name, size, or date.

1. Go to ▯ **File Manager** -> **Internal storage** -> ⋮ -> **Sort mode**.

2. Select a sorting type to sort files by **Date/Name/Type/Size** as desired and set the order posted by **Asc** (ascending order) or **Desc** (descending order).

View the device storage

1. Go to 📁 **File Manager** -> **Internal storage** ⓘ.
2. Tap to view overall storage availability and storage used by different types of applications.

Configure more options for files

Go to 📁 **File Manager**, tap **Audio**, **Video**, **Image**, **Document**, **Archive**, **APK**, **Downloads**, **My Favorites**, or **Internal storage**. Then touch and hold a folder or file, you can:

- Copy: Tap ⋮ -> **Copy**, select a destination folder, and then tap **Paste**.
- Move: Tap ⋮ -> **Move** , select a destination folder, and then tap **Paste**.
- Rename: Tap ⋮ -> **Rename**, enter a new name and tap **SAVE**.
- See the details: Tap ⋮ -> **Details** to see the detailed information.
- Browse the directory: This function only exists in the folder or file in **Audio**, **Video**, **Image**, **Document**, **Archive**, **APK**, **Downloads**, and **My Favorites**. Tap ⋮ -> **Browse the directory** to view the directory of the folder or file.
- Add to favorites: Tap ⋮ -> **Favorite** to add the folder or file to favorites. You can always view the files you added to favorites in 📁 **File Manager** -> **My Favorites**. To remove the folder or file from favorites, tap ⋮ -> **Unfavorite**.
- Delete: Tap 🗑 -> **DELETE**.
- Share: Tap ✑, choose a sharing method and follow the onscreen instructions to share your files (Folder cannot be shared directly. You can choose one or more files to share).

🔖 Note:
When you touch and hold a folder or file, you can select multiple folders and files at a time.

Extract archives

1. Go to 📁 **File Manager** -> **Archive**.
2. Touch and hold the archive file and then tap ⋮ -> **Extract**. Or tap the archive file, tap 🗀 .
3. Select where the contents of the archive should be extracted to and tap **Extract**.

15. 4   File sharing

Files can be shared and managed on mobile phones and computers connected to the same local area network.

Before sharing files, make sure that your computer supports the network neighborhood feature.

1. Connect the computer and your phone to the same LAN network. For more information on connecting your phone to a WLAN network, see *Connect to a WLAN network*.
2. On your phone, go to 📁 **File Manager** -> **File Sharing** and tap **Enable file sharing**.
3. In Windows, enter the IP address shown on your phone screen into the address bar of **My computer**. In MAC, enter the IP address shown on your phone screen into the **Finder**. Then you can access the files on your phone. Tap **Disable file sharing** when you want to stop sharing files with your computer.

16 **Tools**

Use Tools to enjoy more features of your phone.

- *Sound Recorder*
- *FM Radio*
- *Compass*
- *Downloads*
- *SIM Toolkit*
- *Feedback*
- *Calculator*

16. 1   Sound Recorder

You can use the ⦿ **Sound Recorder** to record sound in a variety of different scenarios, such as meetings, interviews, or your own voice.

Record sound

1. On the Home screen, tap ⦿ **Sound Recorder**.
2. Tap ⬤ to start recording. In order to ensure optimum recording quality, place your phone on a flat surface and do not cover the microphone.
3. Tap ⦿ to add a tag for easy reference, tap ⏸ to pause or stop recording.
4. After stopping recording, tap ⏹ to name the sound record and tap **SAVE** to save it.

⚑ Note:

1. To make a call recording, on the in-call menu, tap ⦿ to start recording, and tap ⊚ to end. Recording will end automatically when the call ends. In some countries, recording during the call is illegal, so their phone may not have this feature.
2. The Sound Recorder app will pause recording automatically when you receive a call.
3. When the Sound Recorder app is recording sound in the background, use the controller in the Notification Panel to pause it by tapping ⏸ , then tap ⏺ to continue recording; or you can save the recording by tapping ⏹ .

Play a recording

1. On the Home screen, tap ⦿ **Sound Recorder**.
2. Tap ☰ , select the recording file you want to play.
3. When playing a record, you can:

Swipe the screen left or right to switch between recording lists

Tap to toggle speaker and earpiece playback

Temporal information for tags, tap one to start playback from the corresponding location

Tap to delete tagged location

Tap to play the recording

Tagged locations

Tap to add tag(s)

Tap to stop playing and fold the tag information

Tap to pause playing
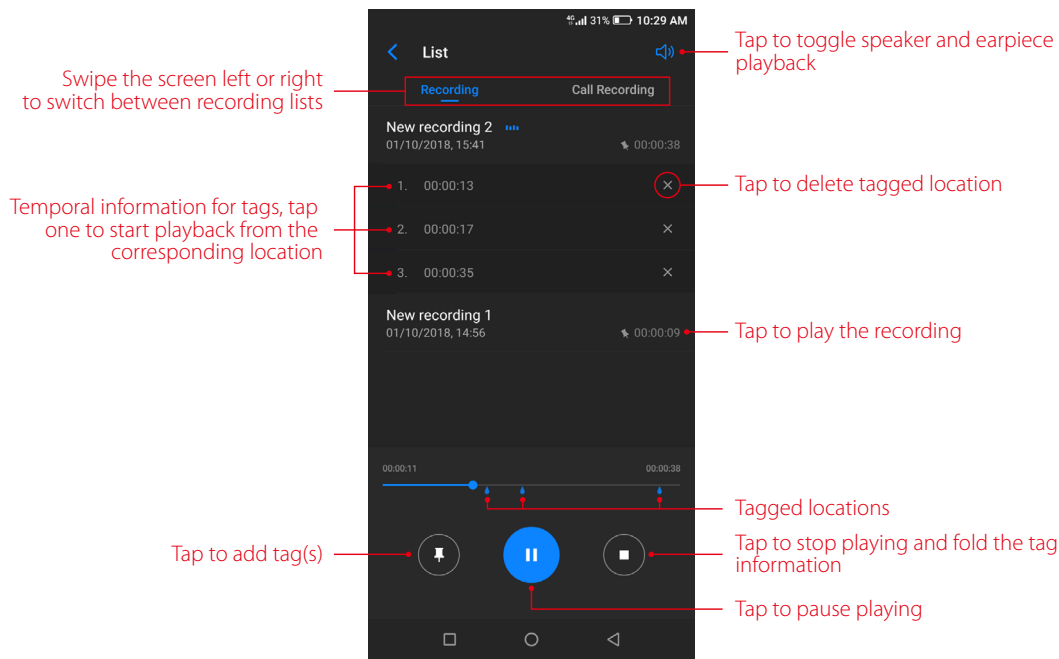
Manage recordings

1. On the Home screen, tap 🔴 **Sound Recorder** -> (≣) .
2. Touch and hold the recording, select the recordings you want to manage, and then you can rename, share, and delete them.

Sound Recorder shortcut

Swipe up from 🧰 at the bottom of the lock screen to display lock screen features and tools, and then tap 🎤 to open the Sound Recorder.

16. 2   FM Radio

Listen to radio

1. Before using **FM Radio**, connect an earphone to the phone.
2. On the Home screen, tap **Tools** -> 🟥 **FM Radio** to enter the **FM Radio** screen.
3. Tap 🔵 to search stations and select one. Then tap a blank area on the screen to return to the **FM Radio** screen.
4. Tap 🔵 to play the next station, tap 🔵 to play the previous station.
5. Tap 🔶 to exit the **FM Radio**.

Configure more options

- Refresh stations: On **FM Radio** screen, tap the station name and then drag the slider to manually switch stations (Not all these stations have signals). You can also tap 🔵 -> 🟠 to manually refresh searching stations (All these stations have signals), then tap a blank area on the screen to return to the **FM Radio** screen.
- Add a station to favorites: On **FM Radio** screen, tap the station name to expand detailed menu. (Tap the station name again to fold the detailed menu.) Then tap ☆ to add the station to favorites. For all the stations you have added to favorites, they will display on the station list whenever you search station.

- Mute the radio: On **FM Radio** screen, tap the station name and tap 🔊 to mute the radio. Then you can tap 🔇 to resume normal listening.
- Configure more settings: Tap ⋮ and you can check **Speak mode** to enable loud speaker function (Still, to use this function, an earphone should be connected to phone). Tap ⋮ -> **Auto-off** to set auto-off time.

16. 3   Compass

1. On the Home screen, swipe down twice from the status bar to open the Quick Settings Panel and tap ⌖ **Location** (If it is turned on already, move to step 2).

2. When opening **Compass** for the first time, follow the onscreen instructions to tilt your phone and calibrate the compass. Then you can:
   - view your bearings on the screen.
   - tap ⓘ and read the popup terms. If you agree to the terms, tap **AGREE** and the latitude and longtitude will display on the screen.
   - swipe the screen left to view the spirit level.

16. 4   Downloads

On the Home screen, tap **Tools** -> ⬇ **Downloads** to view the downloaded and downloading information.

View files

Go to ⬇ **Downloads ->** ☰ , you can tap **Images**/**Videos**/**Audio**/**Recent** to view the pictures/videos/audio/ recent files in your phone.

Rank files

Select a ranking type to display your files in a list or a tile.

Go to ⬇ **Downloads ->** ⊞ , tap it and switch the ranking type of files display mode.

Sort files

Use the sort feature to arrange your files by name or date modified.

Go to ⬇ **Downloads ->** **Modified**, select a sorting type to sort files: by **Name**/**Modified**/**Type**/**Size**.

Configure more options

Go to ⬇ **Downloads ->** ⋮ , you can:

- Open a new window: Tap **New window** to do operations in a new window.
- Create a new folder: Tap **New folder**, enter the folder name, and tap **OK** to save it.
- Select all files once: Tap **Select all** to select all the files in **Downloads**.
- Show internal storage: Tap **Show internal storage** to make the storage of the files in **Downloads** seen.

16. 5   SIM Toolkit

1. Before you launch the SIM toolkit, insert SIM card first.

2. On the Home screen, tap **Tools** -> 🪪 **SIM Toolkit**.

3. Choose SIM 1 or SIM 2 to check the SIM card details.

16.6 Feedback

On the Home screen, tap **Tools** -> 🟢 **Feedback**, the **User Feedback Service Terms** will pop up on the screen. Read it carefully and tap **AGREE** if you agree to the terms. Then you can:

- View frequently asked questions: Some frequently asked questions are displayed on the Feedback screen. Tap the question you are interested to get the answer. You can also tap ⊕ **See more FAQ** to view more frequently asked questions and their answers.

- Search questions: To quickly find the question you want, you can tap 🔍 and enter the key words of your question. It is noted that you can only find the questions that are already included in **Feedback**. For more questions, you can tap **Contact us** to contact us and get the answer.

- Send feedback: Tap **FEEDBACK** and follow the onscreen instrutions to enter your feedback, then tap **Submit**. You can always go to 🟢 **Feedback** -> ⓘ to view the feedabacks you have sent.

16.7 Calculator

Use the calculator

1. On the Home screen, tap ⊞ **Calculator** to open the standard calculator.
2. Rotate the screen to access the scientific calculator. The calculator will still rotate when auto-rotation is disabled.
3. Tap numbers and use the arithmetic feature to complete an operation. Touch and hold the blank area and you can tap **Copy All** or **Paste** to copy or paste data.
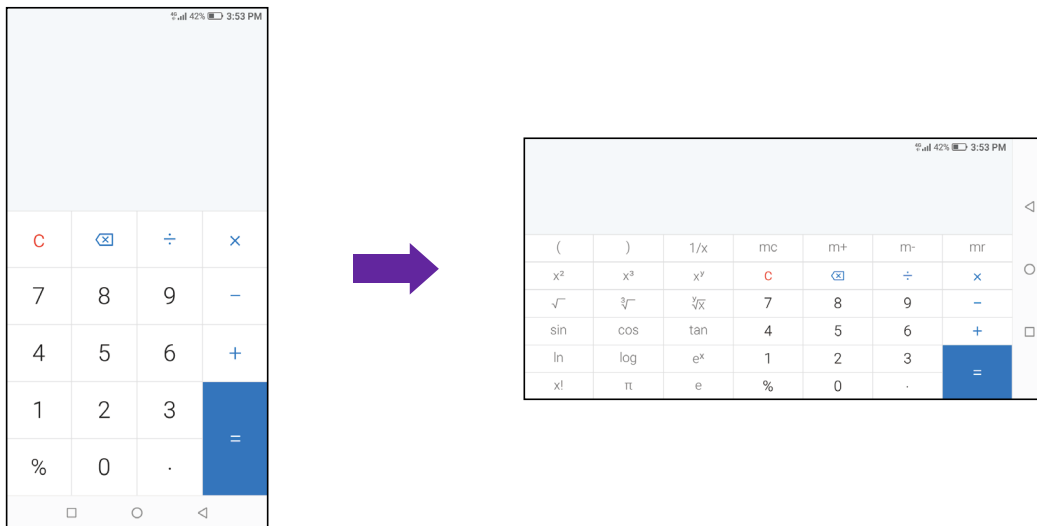
Calculator shortcut

Swipe up from 🧰 at the bottom of the lock screen to display lock screen features and tools, and then tap ⊞ to open the calculator.

17 Settings

This chapter contains the following sections.

17. 1   Enter settings

You can enter **Settings** in two ways:

- On the Home screen, tap ⚙ **Settings**.
- Swipe down from the status bar to open the Quick Settings Panel, and then tap ⚙ to enter **Settings**.

17. 2   Search settings

Go to **Settings**, tap 🔍 and enter the key words; then the related functions from **Settings** will display on the screen. Select the function you want to know more.

17. 3   Dual SIM and network

When two SIM cards are inserted, you can configure the default card for mobile data, phone calls and SMS messages according to your plan.

1. Go to **Settings** -> **Dual-SIM & network**.
2. Tap a SIM card and configure more settings for the SIM card.
3. Choose the preferred SIM mobile data, calls or SMS messages.
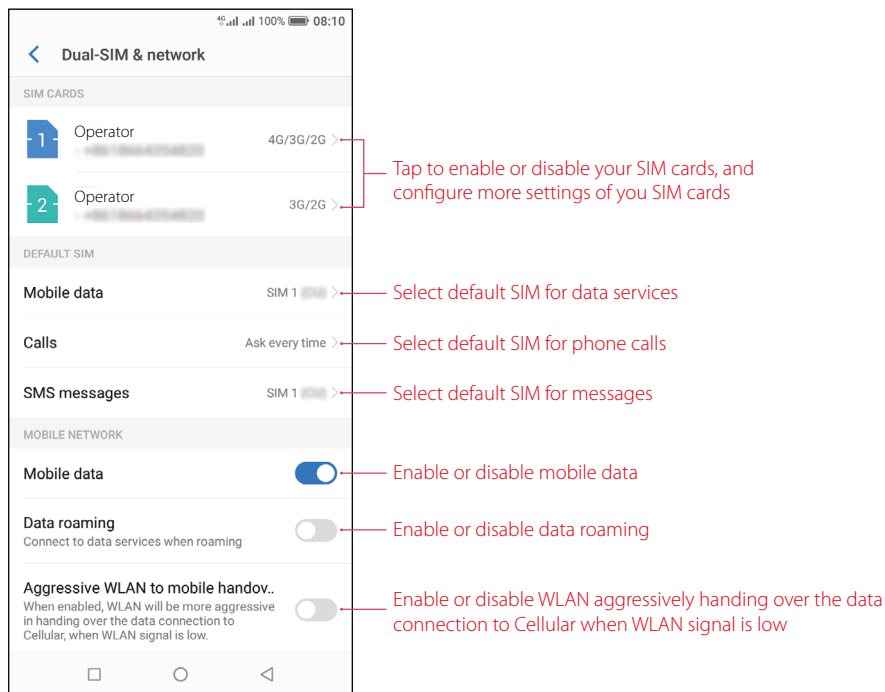
Note:
1. If you disable a SIM card, you will be unable to use it to make calls, send messages, or use mobile data.
2. You can configure whether you want to select a SIM card manually or use the default SIM card each time you make a call. If you choose to use the default SIM card, your phone will use that SIM card for all outgoing calls.
3. Your phone supports only dual card dual standby single pass, which means you cannot use both SIM cards for calls or data services simultaneously.

17. 4   Data usage

Go to **Settings** -> **Data usage**, and you can configure the following settings:

View data usage

1. Tap **Mobile data usage**, and you can see mobile data usage, data warning on the screen.
2. Tap ⚙ to adjust billing cycle settings, which can also be set in **Billing cycle**.

Adjust billing cycle

Tap **Billing cycle** and you can reset the usage cycle date, set data warning and set data limit.

Enable mobile data

Switch on **Mobile data** to enable it. To enable mobile data, you have two more ways:

- Swipe down from the status bar to open the Quick Settings Panel and tap 📶 **Mobile data**.
- Go to **Settings** -> **Dual-SIM & network**, and switch on **Mobile data**.

Configure apps mobile data

Tap **Apps using mobile data network**, toggle the switch next to the apps as desired to allow or restrict the apps to use the data network.

Enable data saver

Tap **Data saver** and turn on the switch to enable data saver, and then some apps will be prevented from sending or receiving data in the background.

▍ Note:

Still, you can have some apps allowed to use unrestricted data when **Data Saver** is on. Tap **Unrestricted data access** and turn on the switch next to the app you want to enable using unrestricted data.

View WLAN data usage

1. Tap **WLAN data usage** to view the detailed information.

2. Select a app and you can view the app information and configure the data usage.

Set WLAN network restrictions

1. Connect your phone to WLAN before selecting metered networks. See _WLAN_ and follow the instructions.

2. Tap **Network restrictions**, select WLAN networks as desired and choose **Metered**. Then the metered networks are treated like mobile networks when background data is restricted. Apps may warn before using these networks for large downloads.

17. 5   More connection settings

Go to **Settings** -> **More connection settings** to configure the following settings:

Airplane mode

To avoid interference, please enable airplane mode or power off your phone when you are on board a plane. When enabled airplane mode, call, mobile data, Bluetooth, and WLAN will be disabled. You can enable Bluetooth and WLAN manually, and you can still be able to play music, watch videos and use applications that do not require an Internet connection.

Use any of the following methods to enable airplane mode:

- Use the shortcut switch: Swipe down from the status bar to open the Quick Settings Panel, and then tap ✈ **Airplane mode**.

- Go to Settings: Go to **Settings** -> **More connection settings** and switch on **Airplane mode**.

▍ Note:

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

Hotspot and tethering

Tap **Hotspot & tethering** to configure tethering & portable hotspot options to share your phone's mobile Internet with other devices (such as phones, tablets, or computers). For more information, see _Share your mobile data with other devices_.

VPN

A VPN (virtual private network) is a secure connection that allows you to send and receive data across shared or public networks. You can use a VPN to connect to your company network and email server. Tap **VPN** -> **Add VPN**, and follow the onscreen instructions to use it.

Cast

Mirror your screen to a larger display device when playing games or sharing content with others. Ensure that your device is connected to the same LAN network as your display device or set-top box. Then tap **Cast** and follow the onscreen instructions to use it.

Printing

Make sure your printer and phone connect to the same LAN network. Then tap **Printing** and your printer will display on the screen, and then follow the onscreen instructions to use it.

17. 6   Sounds, vibration and Do not disturb

Go to **Settings** -> **Sounds, vibration & Do not disturb** to configure the volume, ringtones, and vibrations for your phone.

Sounds and vibration

· Volume: Tap **Volume** and drag the slider to adjust the volume for ring, media and alarm.

· Vibrate on ring: Turn on the switch to vibrate on ring.

· Vibrate on silent: Turn on the switch to vibrate on silent.

· SIM 1 ringtone: Select a default ringtone for SIM 1, or you can tap **Custom** -> **Add ringtone** to add a new one.

· SIM 2 ringtone: Select a default ringtone for SIM 2, or you can tap **Custom** -> **Add ringtone** to add a new one.

· Default notification sound: Select a default notification ringtone.

· Dial pad touch tones: Turn on the switch to ring on dial pad.

· Lock sounds: Turn on the switch to play a sound when locking the screen.

· Touch sounds: Turn on the switch to ring on touch.

· Vibrate on tap: Turn on the switch to vibrate on tap.

Do not disturb

When **Do not disturb** is enabled, 🌙 will appear in the status bar. Calls and alerts will be silenced except the items you set as priority.

Tap **Do not disturb**, and you can configure the following settings:

· Manually enable Do not disturb: Switch on **Manual** to enable **Do not disturb** immediately. You can also swipe down from the status bar to open the Quick Settings Panel, and then tap 🌙**Do not disturb**.

· Scheduledly enable Do not disturb: Switch on **Scheduled** and set the start time, end time and repeat for **Do not disturb**.

· Set exceptions for Do not disturb: Tap **Exceptions** and you can choose the following modes:

　· Priority only: You can set priority only allows alarms, reminders, events, calls and messages. Tap **Priority only allows** to configure the settings as desired.

　· Alarms only: Only allow alarm to send notifications when enabling **Do not disturb**.

　· Total silence: Disable all notifications.

17. 7   Display

Configure the display settings to personalize your phone. Go to **Settings** -> **Display**, you can configure the brightness level, wallpaper, LED indicator, Eye protection mode, font size, screen off time, and screen rotation.

Enable adaptive brightness

You have following two ways to enable adaptive brightness:

· Switch on **Adaptive brightness** and your phone will automatically adjust the screen brightness according to the ambient brightness.

- Swipe down from the status bar to open the Quick Settings Panel, and check **Auto** to optimize the brightness level for available light.

Change wallpapers

You can change or customize wallpapers, see *Change the wallpaper*.

Enable LED indicator

- Notifications indicator: Tap **LED indicator** and switch on **Notifications indicator**, and then the LED indicator will blink green when you receive notifications.
- Charging indicator: Tap **LED indicator** and switch on **Charging indicator**, and then the LED indicator will light in yellow when your phone is offscreen charging, and it turns to green when the charging is complete.

Enable Eye protection mode

You can enable Eye protection mode to decrease the blue light of the screen so as to reduce harm to the retina.

1. Tap **Eye protection mode** and switch on **Eye protection mode**.
2. Drag the slider to adjust the color temperature for a cooler or warmer screen color.
3. Make a schedule by switching on **Scheduled** and setting the specific time.

Adjust font size

Tap **Font size**, and then tap or drag the slider to set a desired font size (small/medium/large/extra large/huge).

Automatically lock screen

Tap **Automatically lock** and select a time to make the phone lock automatically after a certain time of inactivity.

Auto-rotate screen

You have following two ways to adjust the screen rotation:

- Switch on **Auto-rotate screen**, and your screen's orientation will switch automatically depending on how you hold your phone when performing certain operations, such as browsing a web page or viewing a picture.
- Slide down from the status bar to open the Quick Settings Panel, and tap 🔒.

17. 8 Notifications

1. Go to **Settings** -> **Notifications**.
2. Select an app to personalize its notification mode based on your needs. You can configure the following options:
   - Allow notifications: Turn on the switch to enable all notifications for the application.
   - Notification dots: Turn on the switch, and then a notification dot will appear in the upper right corner of an app when receiving new notifications.
   - Notificaiton categories: For some apps, multiple notifications types display in the **CATEGORIES** list, you can select one and switch on **Notification dots** to enable it for this notification category.
3. Tap ⋮ -> **Advanced**, and then you can configure the following options:
   - Notificaitons on the Lock screen: Tap **On the lock screen** and you can choose **Show all notification content**, **hide sensitive notification content** or **Don't show notifications at all** for applications in your phone.
   - Notification dots: Turn on the switch to enable notification dots that displayed in the upper right corner of the app icon when receiving notifications.

- Notifications indicator: Turn on the switch and the notification indicator will blink green when receiving notifications.
- Default notification sound: Tap **Default notification sound** to select a desired sound for notificaitons.

17.9 Apps

1. Go to **Settings** -> **Apps**, and view the apps in your phone.
   - View installed apps: Tap **Installed** to view the apps you have installed.
   - View all apps: Tap **All** or swipe the screen left to view all the apps in your phone.
2. Tap an app and you can configure the following options:
   - Disable apps: Tap **DISABLE** button to disable an app (Some pre-installed apps cannot be disabled).
   - Force stop apps: Tap **FORCE STOP** button to force stop an app.
   - Uninstall apps: For an installed app, you can tap **UNINSTALL** button to uninstall the app.
   - Notifications: Configure the notification settings for the application. For details, see _Notifications_.
   - Permissions: Configure permissions for the application.
   - Storage: Clear data, clear cache and view the status about the used space of your phone.
   - Data usage: View the data usage of the app, allow app to use the mobile data network, enable usage of mobile data in the background, and allow unrestricted data access when Data Saver is on.
   - Battery: View and adjust the power use details.
   - Open by default: Configure the settings for opening supported links in the app.
3. Tap ⋮ -> **Default apps** to configure more settings for default app, including assist apps, opening links in apps and so on. Tap ⋮ -> **Reset app preferences** -> **RESET APPS** to reset all preferences for disabled apps, disabled app notifications, default applications for actions, background data restrictions for apps and any permission restrictions.

17.10 Permissions

Your phone comes with a permission manager that you can use to restrict app permissions and protect your personal data.

Configure permissions for apps

Go to **Settings** -> **Permissions**, and you can select either **Apps** or **Permissions** to configure the following options:

- Apps: Select an app and you can enable or disable the relevant permissions for the app. To learn more about all the permissions, tap ⋮ -> **All permissions**.
- Permissions: Select a permission and you can authorize certain apps.

Manage auto start for apps

Manage auto start of apps and controls uncessary mutual wakening between associated apps from the bottom level, as well as auto start and background start.

1. Go to **Settings** -> **Permissions** -> ⋮ -> **Startup manager**.
2. Turn on or turn off the switches next to the apps to allow or restrict the apps to run automatically.

Special app access

1. Go to **Settings** -> **Permissions** -> ⋮ -> **Special app access**.
2. Select a permission type and configure the access for the apps as desired.

17. 11 App Cloner

App Cloner allows you to log in to two accounts at once.

1. Go to **Settings** -> **App Cloner**. Apps available for **App Cloner** display on the screen.

2. Turn on the switch to enable **App cloner** for an app, 🔶 will show on the lower right corner of the cloned app icon on the Home screen, differing from the original app icon.

▌ Note:

App Cloner is not supported on third-party Home screens.

17. 12 Screen lock, fingerprint and security

Go to **Settings** -> **Screen lock, fingerprint & security** to configure the following settings:

Add screen lock method

Tap **Screen lock**, choose one of the following methods and follow the onscreeen instructions to add a screen lock method.

*   None: Set no screen lock for your phone.
*   Swipe: Swipe the screen to unlock your phone.
*   Pattern: Use a pattern to unlock yur phone.
*   PIN: Use PIN to unlock your phone.
*   Password: Use password to unlock your phone.

▌ Note:

To display characters and pattern when entering password and pattern on the Lock screen, you can go to **Settings** -> **Screen lock, fingerprints & security** and switch on **Show passwords**.

Add Lock screen message

1. Tap **Lock screen message**, and enter the message.

2. Tap **Save**, and then the message will appear on the Lock screen.

Configure fingerprint and facial recognition

To configure fingerprint and facial recognition, see *Configure your fingerprint* and *Configure your face data*.

Enable palm rejection mode

Distance sensor can help prevent misoperation of the mobile phone due to squeezing or sliding in the pocket.

Switch on **Palm rejection mode** to enable it.

Enable smart lock

1. To use Smart Lock, set a screen lock first. See *Add screen lock method*.

2. Tap **Smart Lock**, and enter the screenlock method you have set.

3. Read the introduction of Smart Lock. Tap **GOT IT** to continue and you can configure the following options.

    *   Tap **On-body detection** and turn on the switch to keep your device unlocked when it is on you.
    *   Tap ⋮ -> **Help** to know more about Smart Lock.

Enable app lock

App lock enhances the protection of your private information and prevents unauthorized access to important apps on your device. Once you restart your phone or unlock the phone screen, you will be asked to enter your app lock method when initially opening the apps. You can use following app lock method: