

ZTE Z791

User Manual

About This Manual

Thank you for choosing this ZTE mobile device. In order to keep your device in its best condition, please read this manual and keep it for future reference.

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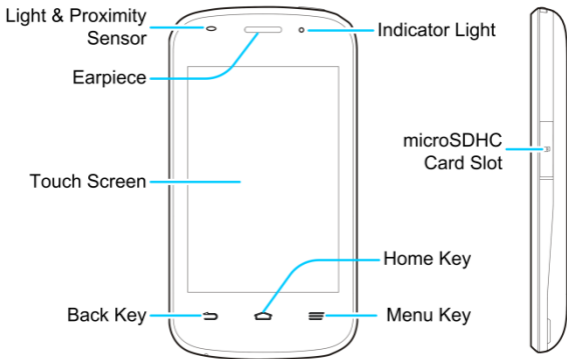
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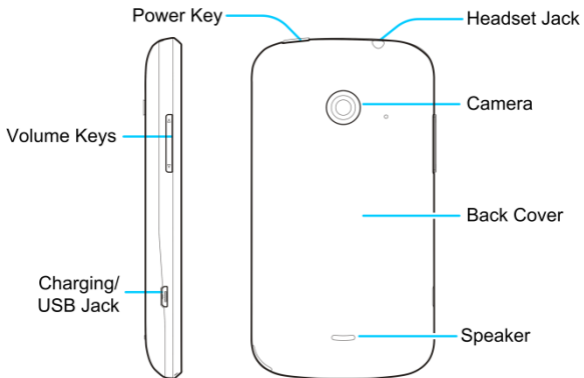
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Getting Started

Getting to Know Your Phone





Knowing the Keys

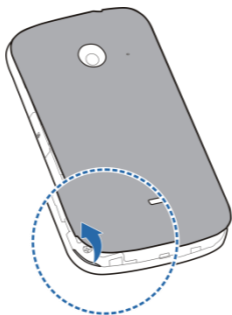
Key	Function
Power Key	<ul style="list-style-type: none">• Press and hold to turn on or off Flight mode, enable silent mode, vibration mode or sound, or to power off or restart your phone.• Press to switch your phone to Sleep mode or wake it up.
Home Key	<ul style="list-style-type: none">• Touch to return to the Home Screen from any application or screen.• Touch and hold to use Google voice search.
Menu Key	Touch to get the options for the current screen.
Back Key	Touch to go to the previous screen.
Volume Up/ Down	Press or hold to turn the volume up or down.

Installing the micro-SIM Card and Battery

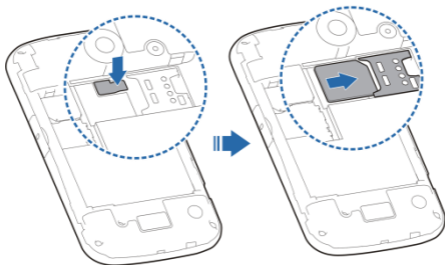
Switch off your phone before installing or replacing the battery or the SIM card.

1. Insert your fingernail into the slot at the bottom left of the back

cover and lift it up gently.



2. Hold the SIM card with the cut corner oriented as shown and slip it into the card holder.

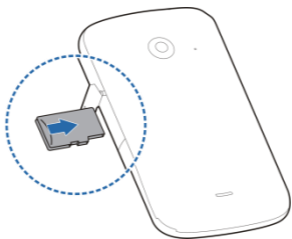


3. Align the back cover with the back of the phone and press the cover back into place. Make sure all the tabs are secure and there are no gaps around the cover.

Installing the microSDHC™ Card

The microSDHC card can be installed and removed while the phone is turned on. [Unmount the microSDHC card](#) before removing it.

1. Remove the back cover.
2. Hold your microSDHC card with the metal contacts facing down and slide it in.



NOTE: Some applications may require a microSDHC card to work normally or may store certain data on it. Therefore, it is recommended that you keep a microSDHC card installed and

not remove or replace it randomly.

3. Replace the back cover.

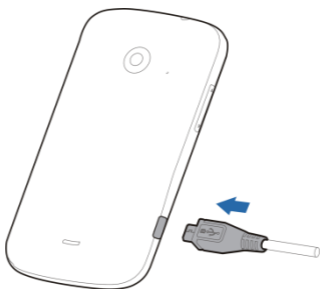
Charging the Battery



Your phone's battery should have enough power for the phone to turn on, find a signal, and make a few calls. You should fully charge the battery as soon as possible.

If the battery is low, there will be a pop-up message on the screen. As you charge your phone, the screen will tell you the exact battery level each time you wake up your phone.

WARNING! Use only ZTE-approved chargers and cables. The use of unapproved accessories could damage your phone or cause the battery to explode.

1. Connect the adapter to the charging jack. Ensure that the adapter is inserted with the correct orientation. Do not force the connector into the charging jack.



2. Connect the charger to a standard AC wall outlet. If the phone is on, you'll see a charging icon, such as  or  , appear on the status bar.
3. Disconnect the charger when the battery is fully charged.

Extending the Battery Life

Active applications, screen brightness levels, Bluetooth and Wi-Fi usage and GPS functionality can drain your battery. You can follow the helpful tips below to conserve your battery power:

- Reduce the screen backlight time.
- Lower the screen brightness.
- Turn auto-sync, Wi-Fi, and Bluetooth off when not in use.
- Disable the GPS function when not in use. Most applications

using this function will periodically query the GPS satellites for your current location; each query drains your battery.

Powering On/Off

- Press and hold the **Power Key** to turn on your phone.
- To turn it off, press and hold the **Power Key** to open the options menu. Touch **Power off** and then touch **OK**.

Restarting the Phone

- If the screen freezes or takes too long to respond, try pressing and holding the **Power Key** to open the options menu. Touch **Restart** and then touch **OK**.

Setting Up for the First Time

When you first power on your phone after you purchase it or reset it to factory settings (see [Settings – Personal – Backup and Reset](#)), you need to do some settings before using it.

1. Touch the language field to select the language you want to use and then touch **Start**.
2. Set the date, time, and time zone, or use date and time data provided by the network. Then touch **Next**.
3. Touch **Get an account** to create a Google account or touch

Sign in to sign in to your account.

You can also touch **Not now** to set up an account later.

4. Configure the Google location options and touch **Next**.
5. Enter your name, which the phone uses to personalize some apps, and touch **Next**.
6. You will be prompted to accept the terms of Google service. Touch **Next** to continue.
7. Touch **Finish** to complete the setup.

NOTE: If the SIM is not installed, the phone would prompt you to connect to a Wi-Fi network before asking you to sign in to a Google account.

Locking/Unlocking the Screen and Keys

Your phone allows you to quickly lock the screen and keys (put the phone into sleep mode) when not in use and to turn the screen back on and unlock it when you need it.

To lock the screen and keys:

To quickly turn the screen off and lock the keys, press the **Power Key**.

NOTE: To save battery power, the phone automatically turns off

the screen after a certain period of time when you leave it idle. You will still be able to receive messages and calls while the phone screen is off.

To unlock the screen and keys:

1. Press the **Power Key** to turn the screen on.
2. Touch and hold any blank area of the center of the screen.

NOTE: If you have set an unlock pattern, PIN or password for your phone (see the chapter [Personalizing – Protecting Your Phone With Screen Locks](#)), you'll need to draw the pattern or enter the PIN/password to unlock your screen.

Using the Touch Screen

Your phone's touch screen lets you control actions through a variety of touch gestures.

- Touch

When you want to type using the onscreen keyboard, select onscreen items such as application and settings icons, or press onscreen buttons, simply touch them with your finger.

- Touch and Hold

To open the available options for an item (for example, a message or link in a Web page), touch and hold the item.

- **Swipe or Slide**

To swipe or slide means to quickly drag your finger vertically or horizontally across the screen.

- **Drag**

To drag, press and hold your finger with some pressure before you start to move your finger. While dragging, do not release your finger until you have reached the target position.

- **Pinch**

In some apps (such as Maps, Browser, and Gallery), you can zoom in and out by placing two fingers on the screen at once and pinching them together (to zoom out) or spreading them apart (to zoom in).

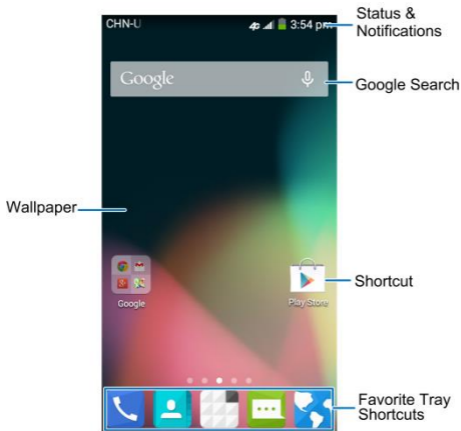
- **Rotate the screen**

For most screens, you can automatically change the screen orientation from portrait to landscape by turning the phone sideways.

Getting to Know the Home Screen

The home screen is the starting point for your phone's applications, functions, and menus. You can customize your home screen by adding application icons, shortcuts, folders, widgets, and more. Your home screen extends beyond the initial

screen. Swipe the screen left or right to display additional screens.



Extended Home Screens

Your home screen extends beyond the initial screen, providing more space to add icons, widgets, and more. Simply swipe left or right on the screen to see the extended Home Screens.

Personalizing

Changing the System Language

1. Touch the **Home Key > Menu Key > System settings > Language & input > Language**.
2. Select the language you need.

Setting the Date and Time

1. Touch the **Home Key > Menu Key > System settings > Date & time**.
2. Uncheck **Automatic date & time** and **Automatic time zone** if you want to set the date, time and time zone by yourself.
3. Set the date, time, time zone, and date/time format.

Changing Ringtone and Notification Sound

You can customize the default ringtone for incoming calls and the default notification sound quickly.

1. Touch the **Home Key > Menu Key > System settings > Sound**.

2. Touch **Phone ringtone** or **Default notification sound**.
3. Scroll through the ringtone list and select the ringtone you want to use.
4. Touch **OK**.

TIP: See chapter [*People – Editing Contacts – Set a Ringtone for a Contact*](#) for how to assign a special ringtone to an individual contact.

Turning On/Off Touch Sounds

1. Touch the **Home Key > Menu Key > System settings > Sound**.
2. Check or uncheck **Touch sounds**.






Adjusting Volumes

1. Touch the **Home Key > Menu Key > System settings > Sound > Volumes**.
2. Drag the sliders to adjust the volume for each type of audio.
3. Touch **OK** to save.

TIP: You can adjust the media volume when a media application is in use by pressing the **Volume Up/Down Key**. If no media application is active, press the **Volume Up/Down Key** to adjust ringtone volume (or the earpiece volume during a call).

Switching to Silent Mode

You can set the phone to silent mode by using one of the following methods.

- Press and hold the **Power Key** and then touch  to enable silent mode, touch  to enable silent mode with vibration, or touch  to disable silent mode.
- Keep pressing the **Volume Down Key** when no media application is active. When the  icon appears on the status bar, the phone is set to silent mode with vibration. When the  icon appears on the status bar, the phone is in silent mode.
- Touch the **Home Key > Menu Key > System settings > Sound > Silent mode**, and touch **Vibrate** or **Mute**.

Applying New Wallpapers

You can set the wallpaper for the Home Screen or Lock Screen.

1. Touch the **Home Key > Menu Key > Wallpaper**.
2. Touch **Home** or **Lock screen**.
3. Select a wallpaper source from **Gallery**, **Live Wallpapers**, **Photos** or **Wallpapers** and choose the image or animation you want to use as the wallpaper.

Some cropping may be needed for **Gallery** images.

4. Touch **OK** at the top of the screen (for Gallery images) or **Set wallpaper**.

NOTE: Live Wallpapers are not available for the Lock Screen.

Changing Screen Brightness

1. Touch the **Home Key > Menu Key > System settings > Display > Brightness**.
2. Drag the sliders to adjust the brightness.

Protecting Your Phone With Screen Locks

You can protect your phone by creating a screen lock. When enabled, you need to touch and hold certain icon, look at the front camera, draw a pattern or enter a numeric PIN or a password to unlock the phone's screen and keys.

1. Touch the **Home Key > Menu Key > System settings > Security**.
2. Touch **Screen lock**.
3. Touch **Long press, Pattern, PIN** or **Password**.
 - ▶ Touch **Long press** to enable screen lock and allow

unlocking with a ‘touch and hold’ gesture. You can unlock the screen by touching and holding any blank area of the screen.

- ▶ If you touch **Pattern**, you’re guided to create a pattern you must draw to unlock the screen. The first time you do this, a short tutorial about creating an unlock pattern appears. Then you’re prompted to draw and redraw your own pattern.
- ▶ If you touch **PIN** or **Password**, you’re prompted to set a numeric PIN or a password you must enter to unlock your screen.

IMPORTANT: If you forget the pattern you set, try five times and touch **Forget pattern?** to sign in to the Google Account you have added on the phone and reset the screen lock. You need an active Internet connection. You can also upgrade the phone software. See [Upgrading the Phone Software](#).

Protecting Your Phone With Encryption

You can encrypt all the data on your phone: Google Accounts, application data, music and other media, downloaded information, and so on. If you do, you must enter a numeric PIN or a password each time you power on your phone.

WARNING! Encryption is irreversible. The only way to revert to

an unencrypted phone is to perform a factory data reset which erases all your data.

Encryption provides additional protection in case your phone is stolen and may be required or recommended in some organizations. Consult your system administrator before turning it on. In many cases the PIN or password you set for encryption is controlled by the system administrator.

Before turning on encryption, prepare as follows:

- Set a lock screen PIN or password.
- Charge the battery.
- Keep the phone connected to the charger.
- Schedule an hour or more for the encryption process. You must not interrupt it or you will lose some or all of your data.

When you're ready to turn on encryption:

1. Touch the **Home Key > Menu Key > System settings > Security > Encrypt phone.**
2. Read the information about encryption carefully.

The **Encrypt phone** button is dimmed if your battery is not charged or your phone is not plugged in.

If you change your mind about encrypting your phone, touch the **Back Key.**

WARNING! If you interrupt the encryption process, you will

lose data.

3. Touch **Encrypt phone**.
4. Enter your lock screen PIN or password and touch **Next**.
5. Touch **Encrypt phone** again.

The encryption process starts and displays its progress.

Encryption can take an hour or more, during which time your phone may restart several times.



















When encryption is completed, you're prompted to enter your PIN or password.

Subsequently you must enter your PIN or password each time you power on your phone in order to decrypt it.

Knowing the Basics

Monitoring the Phone Status



















The status bar at the top of the home screen provides phone and service status icons on the right side. Below are some of the icons you may see.

	GPRS connected		No signal
	EDGE connected		Signal strength
	3G connected		No SIM card installed
	Flight mode		Alarm set
	Battery dead		Ringer off
	Battery low		Vibrate mode
	Battery partially drained		Bluetooth on
	Battery full		Wi-Fi in use
	Battery charging		Wired headset connected

Managing Notifications

Notification Icons

The status bar at the top of the home screen provides notification icons on the left. Below are some of the icons you may see.

	New SMS		microSDHC card unmounted
	New email		microSDHC card removed
	New Gmail message		Call on hold
	Problem with SMS/MMS delivery		New Wi-Fi network detected
	Missed call		Downloading data
	Call in progress		Sending data
	USB connected		USB tethering is on
	Song is playing		Portable Wi-Fi hotspot or Wi-Fi direct is on
	Updates available		GPS on



Upcoming event

Open/Close the Notification Panel

Notifications report the arrival of new messages, calendar events, and alarms, as well as ongoing events, such as when you've configured your phone as a Wi-Fi hotspot. You can open the notification panel to view the details of notifications.


- To open the notification panel, swipe your finger down from the top of the screen.
- To close the notification panel, swipe your finger up from the bottom of the screen or touch the **Back Key**.

Respond to or Remove a Notification


In the notification panel, you can respond to a notification or remove the notifications. The notification panel also supports expandable notifications that let you perform additional actions right from the notification itself.

- To respond to a notification, just touch it.
- To remove a notification, swipe it left or right.
- Slide down with one finger to expand certain notifications. You can also swipe two fingers vertically or pinch-zoom to

expand or collapse certain notifications.

- To remove all notifications, touch  in the top right corner.
- Touch and hold a notification and then touch **App info** to identify the application that created it. To turn off notifications from that application if needed, uncheck **Show notifications** in the App info screen.
- Most apps that send notifications, such as Gmail and Google Talk, have notification settings that you can adjust.

NOTE: If you turn off notifications for an app, you may miss its important alerts and updates. The notifications of some apps cannot be turned off.

TIP: In the notification panel, touch  at the top of the notifications list to get to the **Settings** menu quickly.

Use Quick Settings

The Quick Settings in the notification panel make it convenient to view or change the most common settings for your phone.


Open the notification panel and you can find the following Quick Settings at the top of the screen. Slide left or right to view more of the settings options.

- **BRIGHTNESS:** Touch to adjust the screen brightness.

- **SETTINGS:** Touch to enter settings screen.
- **Wi-Fi:** Touch to turn on or off Wi-Fi.
- **DATA:** Touch to enable or disable data access over the mobile network.
- **AUTO ROTATE:** Touch to turn on or off the Auto-rotate feature.
- **BATTERY:** Touch to check battery status.
- **AIRPLANE:** Touch to turn on or off the airplane mode.
- **BLUETOOTH:** Touch to turn on or off Bluetooth.
- **LOCATION IN USE:** Touch to turn on or off the GPS function.
- **SOUND:** Touch to switch between vibration and sound.
- **SYNC:** Touch to turn on or off account synchronization.

Managing Shortcuts and Widgets

Add Shortcuts and Widgets


1. Touch the **Home Key** >  > **WIDGETS**.
2. Touch **WIDGETS** or **APPS** to view the available widgets and shortcuts.
3. Touch and hold a widget or shortcut and drag it to the Home

Screen.

Move Shortcuts or Widgets

1. Touch and hold a widget or shortcut on the Home Screen.
2. Drag it to the place you need.

Remove Shortcuts or Widgets

1. Touch and hold a widget or shortcut on the Home Screen.
2. Drag it to  **Delete** to remove it.

Adjust Widget Size



1. Touch and hold a widget on the Home Screen and then release it.
2. An outline appears around the widget. Drag the outline to resize the widget.

NOTE: Not all widgets can be resized.

Organizing With Folders

You can create folders on the Home Screen and add several shortcuts to a folder.

Create a Folder

1. Touch and hold the shortcut on the Home Screen you want to add into a folder until  Folder appears.
2. Drag the shortcut to  Folder and release it. A new folder will be created and the shortcut is added into the folder.

Rename a Folder

1. Touch a folder to open it.
2. Touch the folder name field and enter a new name.

Add Shortcuts to a Folder

1. Touch and hold a shortcut and then drag it onto a folder icon.
2. Release the shortcut and it will be added into the folder.

Remove Shortcuts From a Folder

1. Touch a folder to open it.
2. Touch and hold the shortcut you want to remove and then drag it to the Home Screen.
3. Release the shortcut and it will be removed from the folder.

Rearranging the Favorites Tray

The Home Screen includes a customizable favorites tray at

the bottom visible from all Home Screens. You can drag apps, shortcuts, folders, and other priority items in or out of the favorites tray for instant access from any Home Screen.



To remove items from the favorites tray:

Touch and hold an item in the favorites tray and drag it out of the tray.

To add items to the favorites tray:

Touch and hold an item on the Home Screen and drag it into the favorites tray.

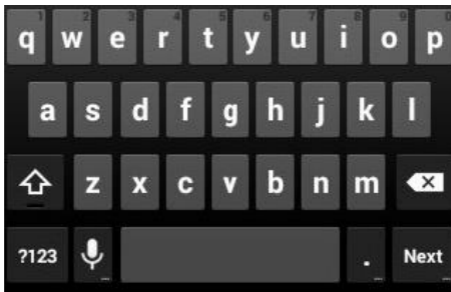
If the favorites tray is full, you need to first remove an item from the tray.




Entering Text




You can enter text using the onscreen keyboard. Some apps open it automatically. In others, you open it by touching where you want to type. You can touch the **Back Key** to hide the onscreen keyboard.






Google Keyboard

The Google Keyboard provides a layout similar to a desktop computer keyboard. Turn the phone sideways and the keyboard will change from portrait to landscape. The landscape keyboard is not supported in all applications.




- Touch the alphabetic keys to enter letters. Touch and hold some specific keys to enter associated accented letters or numbers. For example, to enter è, touch and hold  and the available accented letters and number 3 appear. Then slide to choose è.
- Touch  to use uppercase. Double-tap  to lock uppercase. This key also changes to indicate the current

case you are using:  for lowercase,  for uppercase, and  when locked in uppercase.

- Touch  to delete the text before the cursor.
- Touch  to select numbers and symbols. You can then touch  to find more. Also, often used symbols are displayed above the keyboard.
- Touch  to use Google's networked voice input.
- Touch and hold  to change the input languages or set up the Google keyboard.

Google Voice Typing

Google Voice typing uses the Google voice recognition service to convert speech to text. You must have a data connection on a mobile or Wi-Fi network to use it.

1. Touch the **Menu Key > System settings > Language & input** from the Home Screen.
2. Select **Google voice typing**. Or touch  to access the voice typing when you are using the Android Keyboard.
3. When you see the microphone image, speak what you want to type.

4. You can continue entering text to keep it or to delete it.

TIP: Say "comma," "period," "question mark," "exclamation mark," or "exclamation point" to enter punctuation.

Input Settings

Choose input settings by touching the **Menu Key > System settings > Language & input** from the Home Screen.

In the **KEYBOARD & INPUT METHODS** section, you can set the default input method and choose the settings for input methods.

Editing Text



- **Move the insertion point:** Touch where you want to type.


The cursor blinks in the new position, and a tab appears below it. Drag the tab to move the cursor.

- **Select text:** Touch and hold or double-tap within the text.

The nearest word highlights, with a tab at each end of the selection. Drag the tabs to change the selection.

- **Cut or copy:** Select the text you want to manipulate. Then

touch the Cut  or Copy  button to cut or copy the text to the clipboard.

- **Replace text with the clipboard text:** Select the text you want to replace. Then touch  or **PASTE**.
- **Insert text from the clipboard:** Move cursor to the insertion point and then touch and hold the tab below the cursor. Release the finger and touch **PASTE**.

Connecting to Networks and Devices

Connecting to Mobile Networks

Select Network Operator

1. Touch the **Home Key > Menu Key > System settings > Mobile networks > Network operators**.
2. Touch **Search networks** to search for all available networks.
3. Touch a network in the network list to register manually.
You can also touch **Choose automatically** to select preferred network automatically.

Control Mobile Data Use

To enable or disable data access:

1. Touch the **Home Key > Menu Key > System settings > Data usage**.
2. Slide the **Mobile Data** switch to ON enable data access over the mobile network.

To get data services when roaming:

1. Touch the **Home Key > Menu Key > System settings > Mobile networks**.

2. Check **Data roaming**.


IMPORTANT: Data roaming may incur significant roaming charges.

Use 2G Network Only to Save Power

1. Touch the **Home Key > Menu Key > System settings > Mobile networks**.
2. Check **Use only 2G networks** to save battery power.

Set Access Point Names

To connect to the Internet you can use the default Access Point Names (APN). And if you want to add a new APN, please contact the service provider to get the necessary information.

1. Touch the **Home Key > Menu Key > System settings > Mobile networks > Access Point Names**.
2. Touch .
3. Touch each item to enter the information you get from your service provider.
4. Touch the **Menu Key > Save** to complete.

TIP: To set the APN to default settings, touch the **Menu Key > Reset to default**.

Connecting to Wi-Fi®

Wi-Fi is a wireless networking technology that can provide Internet access at distances of up to 100 meters, depending on the Wi-Fi router and your surroundings.

Turn Wi-Fi On and Connect to a Wi-Fi Network

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **ON** position to turn on Wi-Fi.
3. Touch a network name to connect to it.
4. If the network is secured, enter the password and touch **Connect**.

NOTE: Your phone automatically connects to previously used Wi-Fi networks when they are in range.

Get Notified of Open Networks

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **ON** position.
3. Touch the **Menu Key > Advanced**.
4. Check **Network notification**.

When Wi-Fi is on, you receive notifications in the Status bar when your phone detects an open Wi-Fi network. Uncheck the option to turn off notifications.

Add a Wi-Fi Network

You can add a Wi-Fi network if the network does not broadcast its name (SSID) or add a Wi-Fi network when you are out of range.

To connect to a secured network, you first need to get the security details from the network's administrator.

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **ON** position.
3. Touch **+** at the bottom.
4. Enter the network SSID (name). If necessary, enter security or other network configuration details.
5. Touch **Save**.

Forget a Wi-Fi Network

You can make your phone forget about the details of a Wi-Fi network that you added - for example, if you don't want the phone to connect to it automatically or if it is a network that you no longer use.

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **ON** position.
3. Touch the Wi-Fi network name and then touch **Forget**.

Adjust Advanced Wi-Fi Settings

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. Touch the **Menu Key > Advanced** to adjust the following settings.
 - ▶ **Network notification:** Get notifications in the status bar when Wi-Fi is on and an open network is available.
 - ▶ **Keep Wi-Fi on during sleep:** Set whether to keep Wi-Fi on in sleep mode.
 - ▶ **Scanning always available:** Let Google's location service other apps scan for network, even when Wi-Fi is off.
 - ▶ **Avoid AP without Internet:** Don't use Wi-Fi network unless it has Internet connection.
 - ▶ **Install certificates:** Install certificates from the memory card.

- ▶ **Wi-Fi optimization:** Minimize battery usage when Wi-Fi is on.
- ▶ **MAC address:** Check the MAC address.
- ▶ **IP address:** Check the phone's IP address.

Using Wi-Fi Direct®

Wi-Fi Direct allows Wi-Fi devices to connect to each other without the need for wireless access points (hotspots).

NOTE: Activating this feature will disconnect your current Wi-Fi network connection.

Connect to Another Device via Wi-Fi Direct

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. Touch **Menu Key > Wi-Fi direct** to turn on Wi-Fi direct.
3. Your phone will search for other devices enabled with Wi-Fi direct connections.
4. Touch a device name to begin the connection process.

NOTE: The target device must also have Wi-Fi Direct service activated and running before it can be detected by your phone.

5. The other device will receive a Wi-Fi Direct connection prompt and need to accept the request for connection.

6. Once connected the device is displayed as “Connected” in the Wi-Fi Direct devices list.

Send Data via Wi-Fi

1. Open the appropriate application and select the file or item you want to share.
2. Select the option for sharing via Wi-Fi. The method may vary by application and data type.
3. Touch a device the phone has connected with or wait for it to search for new devices and touch one of them.

Receive Data via Wi-Fi

When an attempt to transfer data via Wi-Fi is received, you can see a notification in the status bar. Touch **Accept** to start receiving the data.

Received files are stored automatically in a dedicated folder (*WLANShare*, for instance). You can access them with the **File Manager** app.


Connecting to Bluetooth® Devices

Bluetooth® is a short-range wireless communication technology. Phones or other devices with Bluetooth capabilities can exchange information wirelessly within a distance of about 10 meters. The

Bluetooth devices must be paired before the communication is performed.

Turn Bluetooth On/Off

1. Touch the **Home Key > Menu Key > System settings > Bluetooth.**
2. Slide the **Bluetooth** switch to the **ON** or **OFF** position.

When Bluetooth is on, the  icon will appear in the status bar.

Change the Device Name

1. Touch the **Home Key > Menu Key > System settings > Bluetooth.**
2. Slide the **Bluetooth** switch to the **ON** position if Bluetooth is off.
3. Touch the **Menu Key > Rename phone.**
4. Edit the name and touch **Rename.**

Pair With Another Bluetooth Device

1. Touch the **Home Key > Menu Key > System settings > Bluetooth.**
2. Slide the **Bluetooth** switch to the **ON** position if Bluetooth is off.

Your phone automatically scans for and displays the IDs of all available Bluetooth devices in range. You could touch **SEARCH FOR DEVICES** if you want to scan again.

3. Touch the device you want to pair with.
4. Confirm that the Bluetooth passkeys are the same between the two devices and touch **Pair**. Alternately, enter a Bluetooth passkey and touch **Pair**.

Pairing is successfully completed when the other device accepts the connection or the same passkey is entered.

NOTE: The Bluetooth passkey may be fixed for certain devices such as headsets and handsfree car kits. You can try entering 0000 or 1234 (the most common passkeys) or refer to the documents for that device.


Send Data via Bluetooth

1. Open the appropriate application and select the file or item you want to share.
2. Select the option for sharing via Bluetooth. The method may vary by application and data type.
3. Touch a Bluetooth device the phone has paired with or wait for it to search for new devices and touch one of them.

Receive Data via Bluetooth

1. Turn Bluetooth on before trying to receive data via Bluetooth.

NOTE: If the phone has not been paired with the sending device, you may need to touch **Bluetooth** > [your phone's name] in **Settings** to keep the phone detectable through Bluetooth.

2. Flick down the status bar and touch .
3. Touch **Accept** to start receiving the data.


Depending on your storage setting and whether a microSDHC card is installed, received files are stored automatically in a dedicated folder (*Bluetooth*, for instance) in the phone storage or microSDHC directory. You can access them with the **File Manager** app. Received contacts (vCard files) are automatically imported to your contact list.

Connecting to Your Computer via USB

You can connect your phone to a computer with a USB cable and transfer music, pictures, and other files in both directions. Your phone stores these files in internal storage or on a removable microSDHC card.

If you are using USB tethering, you must turn that off before you can use USB to transfer files between your phone and computer.

Connect Your Phone to a Computer via USB

1. Connect your phone to the PC with a USB cable.
2. Open the Notification panel and touch  (**Connected as...**).
3. Choose one of the following options:
 - ▶ **Charge only:** Charge your phone via USB.
 - ▶ **USB mass storage:** Transfer files between your device and the computer.
 - ▶ **Install driver:** Install the driver needed for some USB connection modes (such as MTP).
 - ▶ **Media device (MTP):** Transfer media files on Windows[®] or Mac[®].
 - ▶ **Camera (PTP):** Transfer photos using camera software.

Connect With Windows Media[®] Player

You can sync music on your phone and the computer installed with Windows Media Player.

1. Connect the phone with your computer via USB and choose **Media device (MTP)**.
2. Open Windows Media Player and synchronize music files.

Disconnect Your Phone From the Computer


To disconnect the phone from the computer, simply unplug the

USB cable when you're finished.

Remove the microSDHC Card From Your Phone

If you need to remove the microSDHC card while the phone is on, you should unmount it first.

NOTE: You cannot unmount the microSDHC card as the instructions below when the USB is connected as Media device (MTP).

1. Touch the **Home Key > Menu Key > System settings > Storage**.
2. Scroll down and touch **Unmount SD card > OK**.
3. The  icon appears in the status bar and you can now safely remove the microSDHC card from the phone.

Erase microSDHC Card

1. Touch the **Home Key > Menu Key > System settings > Storage**.
2. Scroll down the screen and touch **Erase external SD card > Erase SD card > Erase everything**.


CAUTION! The formatting procedure erases all the data on the microSDHC card, after which the files CANNOT be retrieved.

Connecting to Virtual Private Networks

Virtual private networks (VPNs) allow you to connect to the resources inside a secured local network. VPNs are commonly deployed by corporations, schools, and other institutions to let people access local network resources when not on campus, or when connected to a wireless network.

Depending on the type of VPN you are using, you may be required to enter your login credentials or install security certificates before you can connect to your VPN. You can get this information from your network administrator.

Add a VPN

1. Touch the **Home Key > Menu Key > System settings > More > VPN**.
2. Touch  and fill in the information provided by your network administrator.
3. Touch **Save**.

The VPN is added to the list on the VPN screen.

Connect to a VPN

1. Touch the **Home Key > Menu Key > System settings > More > VPN**.

2. Touch the VPN that you want to connect to.
3. When prompted, enter any requested credentials, and then touch **Connect**.

When you are connected, the VPN connected icon appears in the Status bar.

Modify a VPN




1. Touch the **Home Key > Menu Key > System settings > More > VPN**.
2. Touch and hold the VPN that you want to modify.
3. Touch **Edit network** and edit the VPN settings you want.
4. Touch **Save**.

Phone Calls

You can place calls from the Phone app, the People app, or other apps or widgets that display contact information. Wherever you see a phone number, you can usually touch it to dial.

Placing and Ending Calls

Place a Call by Dialing

1. Touch the **Home Key** >  > .
2. Enter the phone number with the on-screen keypad. Touch  to delete incorrect digits.

NOTE: As you enter digits, your phone searches for contacts that match. If you see the number you want to dial, touch it to place the call immediately without entering the rest of the number.

3. Touch the Phone icon  below the keypad to dial.

TIP: To make an international call, touch and hold the 0 key to enter the plus (+) symbol. Next, enter the country code, followed by the city/area code and then the phone number.


End a Call

During a call, touch  on the screen.

Answering or Rejecting Calls

When you receive a phone call, the Incoming Call screen opens, displaying the Caller ID or the information about the caller that you've entered in People. You can answer or reject the call, or reject it with a text message.

Answer a Call



When you receive a phone call, slide  down to answer the call.



NOTE:


To silence the ringer before answering the call, press the **Volume Keys** up or down.

Reject a Call

When you receive a phone call, slide  up to reject the call. You can also slide  up to reject the call and send a preset text message to the caller.




NOTE:


To edit the text response from within the Phone app, touch  **Settings > Quick responses.**

Working With the Call Log


The Call Log is a list of all the calls you've placed, received, or missed. It provides a convenient way to redial a number, return a call, or add a number to your Contacts.

To open the call log, touch the history tab  in the Phone app.

Place a Call From the Call Log



1. Open the call log.
2. Touch a number for more information about the call, or touch  beside it to call back.

Add a Call Log Number as a Contact



1. Open the call log.
2. Touch a number to view more call information.
3. Touch .
4. To add the number to an existing contact, touch a contact in the list. To add a new contact, touch **CREATE NEW CONTACT**.


Take Other Actions on a Call Log Entry

1. Open the call log.

2. Touch a number to view more call information. While viewing the call details, you can:
 - ▶ Touch the number to call it.
 - ▶ Touch the **Menu Key > Edit number before call** to edit the number in the dialer before calling it.
 - ▶ Touch  to send a message.
 - ▶ If the number belongs to a contact you have, touch  to view contact details.
 - ▶ Touch the **Menu Key > Remove from call log** to delete the call log.



Calling Your Contacts

1. Touch the **Home Key >**  and then touch the Contact tab .
2. Flick the screen up or down to view all your contacts with phone numbers.

TIP: Your favorite contacts and frequently called contacts or numbers are listed at the top of the screen. You can search for a contact by touching  on the screen.
3. Touch a contact or number to call it.

Checking Voicemail




If you have set the phone to divert calls to voicemail, callers can leave voicemail messages when they cannot reach you. Here's how to check the messages they left.








1. Touch the **Home Key** > .
2. Touch and hold  in the dialer. If prompted, enter your voicemail password.
3. Follow the voice prompts to listen to and manage your voicemail messages.

NOTE: To set your voicemail service, touch the **Menu Key** > **Settings** in the dialer and touch the voicemail settings you want to change. For detailed information, please contact the service provider.

Using Options During a Call

During a call, you will see a number of onscreen options. Touch an option to select it.

- Touch  to switch to the dialer, for example to enter a code.
- Touch  to record the phone conversation.
- Touch  to turn on or off the speaker.

- Touch  to hold or unhold the current call.
- Touch  to make another call separately from the first call, which is put on hold.
- Touch  to mute or unmute your microphone.
- Touch  to go to contacts.
- Touch  to merge the separate calls into a single conference call.
- Touch  to put the caller you are speaking to on hold, and switch to the other call that has been put on hold.
- Touch  **End** to end the current call.

WARNING! Because of higher volume levels, do not place the phone near your ear during speakerphone use.

Managing Multi-party Calls

When the call waiting and three-way call features are available, you can switch between two calls or set up a conference call.


NOTE: The call waiting and three-way call features need network support and may result in additional charges. Please contact your service provider for more information.

Switch Between Current Calls


When you're on a call and another call comes in, your phone

screen informs you and displays the caller ID.

To respond to an incoming call while you're on a call:




Touch  (Hold current and answer) to answer the call. (This puts the first caller on hold and answers the second call.)

To switch between two calls:


Touch  on the screen.

Set Up a Conference Call

With this feature, you can talk to two people at the same time.

1. On the dialer screen, enter a number and touch .
2. Once you have established the connection, touch  and dial the second number. (This puts the first caller on hold.)
3. When you're connected to the second party, touch .


If one of the people you called hangs up during your call, you and the remaining caller stay connected. If you initiated the call and are the first to hang up, all callers are disconnected.

To end the conference call, touch  End.

Adjusting Your Call Settings


Use Fixed Dialing Numbers

Fixed Dialing Numbers (FDN) allows you to restrict outgoing calls to a limited set of phone numbers.


1. Touch the **Home Key** > .
2. In the dialer tab, touch **Menu Key** > **Settings** > **Fixed Dialing Numbers**.
3. The following options are available:
 - ▶ **Enable FDN:** Input the PIN2 code to enable the FDN feature.
 - ▶ **Change PIN2:** Change the PIN2 code for FDN access.
 - ▶ **FDN list:** Manage the FDN list.

NOTE: The PIN2 code is provided by your carrier. Entering an incorrect PIN2 code more times than allowed can get your SIM card locked. Contact the service provider for assistance.

Edit Quick Response to Rejected Callers

1. Touch the **Home Key** > .
2. In the dialer tab, touch **Menu Key** > **Settings** > **Quick responses**.
3. Touch the text message to edit it.

Set Voicemail


1. Touch the **Home Key** > .
2. In the dialer tab, touch **Menu Key** > **Settings** > **Voicemail**.
3. Touch **Service** to select the voicemail service provider. Your

carrier is the default.

4. Touch **Setup > Voicemail number** to edit the voicemail number if necessary.


Set TTY Mode

Select a TTY mode for your phone to work with a teletypewriter, or turn TTY off.

1. Touch the **Home Key** > .
2. In the dialer tab, touch **Menu Key > Settings > TTY mode**.
3. Select one of the following options. Consult your teletypewriter manufacturer's manual if necessary.
 - ▶ **TTY Off:** Users who can hear and talk can disable TTY support.
 - ▶ **TTY Full:** Users who cannot talk or hear may use this mode to send and receive text messages through a TTY device.
 - ▶ **TTY HCO:** Users who can hear, but cannot talk, may use this mode to listen to conversation of the other party and respond via text messages.
 - ▶ **TTY VCO:** Users who can talk, but cannot hear, may use this mode to talk through the phone and receive responses via text messages.

Set DTMF Tones

You can set the length of Dual-tone multi-frequency (DTMF) signal tones.


1. Touch the **Home Key** > .
2. In the dialer tab, touch **Menu Key** > **Settings** > **DTMF tones**.
3. Touch **Normal** or **Long**.

Set Speed Dials

You can touch and hold the 1 ~ 9 keys from the dialer to call the corresponding speed dial number.

The number key 1 is reserved to speed dial your voicemail.


To assign a speed dial key:

1. Touch the **Home Key** > .
2. In the dialer tab, touch **Menu Key** > **Speed dial setting**.
3. Touch a speed dial key.
4. Enter a phone number or select one from the contact list.
5. Touch **OK**.

Bar Certain Calls


Call barring feature allows you to forbid certain types of calls from

your phone.


1. Touch the **Home Key** > .
2. In the dialer tab, touch **Menu Key** > **Settings** > **Call Barring Settings**.
3. Set the restriction of specific types of calls from your phone.

Forward Incoming Calls

Call forwarding feature allows you to forward your incoming calls to another phone number.

1. Touch the **Home Key** > .
2. In the dialer tab, touch **Menu Key** > **Settings** > **Call forwarding**.
3. Touch an available option (**Always forward**, **Forward when busy**, **Forward when unanswered**, or **Forward when unreachable**) to enable it.


Other Options

1. Touch the **Home Key** > .
2. In the dialer tab, touch **Menu Key** > **Settings** > **Additional settings**.
3. Touch **Caller ID** to choose whether your number is displayed when someone receives your outgoing call. Or check **Call waiting** to get notified of incoming calls during a call.

NOTE: Please contact the service provider to check whether the caller ID and call waiting features are available.


Internet Call Settings

To add an Internet calling account:

1. Touch the **Home Key** > .
2. In the dialer tab, touch **Menu Key** > **Settings** > **SIP Accounts**.
3. Touch **ADD ACCOUNT**.
4. Follow the instructions from your Internet calling service provider to configure the settings for your account.
5. Touch **SAVE**.

To configure which calls use Internet calling:


You can configure your phone to place all calls using Internet calling, just calls to Internet calling addresses, or to ask each time you place a call.

1. Touch the **Home Key** > .
2. In the dialer tab, touch **Menu Key** > **Settings** > **Use Internet calling**.
3. Touch the Internet calling option you want.

To configure your phone to receive Internet calls:




By default, your phone is configured to make Internet calls, but

not to ensure that you will receive them. However, you can configure your phone to listen for Internet calls made to an Internet calling account you have added to your phone.



1. Touch the **Home Key** > .
2. In the dialer tab, touch **Menu Key** > **Settings** > **SIP Accounts**.
3. Check **Receive incoming calls**. Checking this setting will reduce your battery life between charges.

People

You can put contacts on your phone and synchronize them with the contacts in your Google account or other accounts that support contact syncing.

To see your contacts, touch the **Home Key** > . From there, you can touch the tabs on the top of the screen to quickly switch to the contact groups  or favorite contacts .

Checking Contact Details


1. Touch the **Home Key** >  and touch the all contacts tab  to access your contact list.
2. Scroll through the list to view all your contacts.
3. Touch a contact to view its details.

TIP: If you have a lot of contacts stored, you'll see a slider when you touch the right side of the screen. To go directly to a letter, touch and hold the slider and drag it to a letter.

Adding a New Contact

1. Touch the **Home Key** >  and touch the all contacts tab



2. Touch  to add a new contact.
3. Touch the account field near the top of the screen to choose where to save the contact. If a sync account is selected, the contacts will be synced automatically with your account online.
4. Enter the contact name, phone numbers, email addresses, and other information.
5. Touch **DONE** to save the contact.

Importing, Exporting, and Sharing Contacts

You can import/export contacts from/to your SIM or phone storage. This is especially useful when you need to transfer contacts between different devices. You can also quickly share your contacts using Bluetooth, Email, Messages, etc.


Import Contacts From the SIM Card

1. Touch the **Home Key** > .
2. Touch the **Menu Key** > **Import/export** > **Manage SIM card**



contacts.

3. Touch to select the contacts you need and then the contacts are imported to your phone. .


Import Contacts From the Phone Storage

1. Touch the **Home Key** > .
2. Touch the **Menu Key** > **Import/export** > **Import from phone storage**.
3. Select the vCard file(s) in the phone storage and then touch **OK**.

Export Contacts to the SIM Card



1. Touch the **Home Key** > .
2. Touch the **Menu Key** > **Import/export** > **Export to SIM card**.
3. Touch to select the contacts you need and then touch .

Export Contacts to Phone Storage


1. Touch the **Home Key** > .
2. Touch the **Menu Key** > **Import/export** > **Export to phone storage**.

3. The phone will prompt you with the name of the vCard file.
Touch **OK** to create the file on the phone storage.

Share Contacts

1. Touch the **Home Key** >  and touch the all contacts tab .
2. Touch the contact you want share.
3. Touch the **Menu Key** > **Share**.
4. Choose to share the contact via **Bluetooth**, **Drive**, **Email**, **Gmail**, **Messaging** or **WiFi Direct**.

Working With Favorite Contacts

In the favorite contacts  tab, you can find your favorite contacts and frequently contacted contacts.


Add a Contact to Favorites

You can add the contacts you use frequently to Favorites so that you can find them quickly.




NOTE: Contacts on the SIM card cannot be added to Favorites.

1. Touch the **Home Key** >  and touch the all contacts tab





2. Touch a contact and then touch  next to the contact name.

Remove a Contact From Favorites

1. Touch the **Home Key** >  and touch the favorite contacts tab .
2. Touch a favorite contact and then touch  next to the contact name.






Working With Groups

View Your Contact Groups



1. Touch the **Home Key** >  and touch the contact groups tab .
2. Scroll through the list to view the preset groups and any groups you have created.
3. Touch a group to view its members.

NOTE: To send messages to the group members, you can touch the group and then touch **Menu Key** > **Send group message**.



Set Up a New Group

1. Touch the **Home Key** >  and touch the contact groups tab .
2. Touch  to create a new group.
3. Touch the drop-down listbox near the top of the screen, which will be there if you have added accounts to the phone, to choose an account for the group.
4. Enter a group name and touch **DONE**.
5. Touch  and select the contacts you wish to be the group members.
6. Touch .



Delete a Group

1. Touch the **Home Key** >  and touch the contact groups tab .
2. Touch a group and then touch the **Menu Key** > **Disband group**.
3. Touch **OK** to disband the group. The contacts in the group will not be deleted.

Edit a Group


1. Touch the **Home Key** >  and touch the contact groups tab .
2. Touch a group and then touch the **Menu Key**.
3. Touch **Edit group** to edit the group name. Or touch **Select item(s)** to select the members you don't need and remove them.

Searching for a Contact

1. Touch the **Home Key** >  touch the all contacts tab .
2. Input the contact name you want to search for in the **Find contact** box. The contacts matched will be listed.


Editing Contacts

Edit Contact Details

1. Touch the **Home Key** > .
2. Touch a contact you need to edit and then touch the **Menu Key** > **Edit**.
3. Edit the contact and touch **DONE**.

Set a Ringtone for a Contact


Assign a special ringtone to a contact, so you know who is calling when you hear the ringtone.

1. Touch the **Home Key** > .
2. Touch a contact you want to set a ringtone for and then touch the **Menu Key** > **Set ringtone**.

NOTE: The contact must be saved on the phone, not the SIM card.

3. Select a ringtone you like and touch **OK**.

Delete Contacts

1. Touch the **Home Key** > .
2. Touch a contact you want to delete and then touch the **Menu Key** > **Delete**.
3. Touch **OK** to confirm.

Accounts

Adding or Removing Accounts

You can add multiple Google Accounts and Microsoft Exchange ActiveSync® accounts. You may also add other kinds of accounts depending on the apps installed on your phone.

Add an Account

1. From the Home Screen, touch the **Menu Key > System settings > ACCOUNTS**.
2. Touch **Add account**.
3. Touch the type of account you want to add.
4. Follow the onscreen steps to enter the information about the account. Most accounts require a username and password, but the details may vary. You may also need to obtain some information from IT support or your system administrator.

When the account is successfully added, it is displayed in the **ACCOUNTS** list.

Remove an Account

Removing an account will delete it and all information associated


with it from your phone, such as emails and contacts.

1. From the Home Screen, touch the **Menu Key > System settings > ACCOUNTS**.
2. Touch the account.
3. Touch the **Menu Key > Remove account > Remove account**.

Configuring Account Sync

Configure Auto Sync Setting

1. Open the **Accounts & sync** settings screen.

Your accounts and sync status are displayed. The  icon turns green if automatic sync is enabled for some or all of the account's data, and gray if automatic sync is disabled.

2. Touch the **ON/OFF** switch to turn on or off automatic sync.
 - ▶ When automatic sync is turned on, changes you make to information on your phone or on the web are automatically synced with each other.
 - ▶ When auto sync is turned off, you need to sync manually to collect emails, updates, or other recent information.


Sync Manually

1. Open the **ACCOUNTS** settings screen.
2. Touch the account whose data you want to sync.
3. Touch the **Menu Key > Sync now**.

Change an Account's Sync Settings

1. Open the **ACCOUNTS** settings screen.
2. Touch the account whose sync settings you want to change. The Sync settings screen appears, showing a list of information the account can sync.
3. Check or uncheck items as you need. Checked types of information on the phone and the web will be kept in sync when auto-sync is turned on.

Email

Touch  in the Home Screen and select **Email**. Use it to receive and send emails from your webmail or other accounts, using POP3 or IMAP, or access your Exchange ActiveSync account for your corporate email needs.


Setting Up the First Email Account

1. When you open **Email** for the first time, enter your email address and password.
2. Touch **Next** to let the phone retrieve the network parameters automatically.
NOTE: You can also enter these details manually by touching **Manual setup** or when automatic setup fails.
3. Follow the on-screen instructions to finish the setup.

Your phone will show the inbox of the email account and start to download email messages.

Checking Your Emails




Your phone can automatically check for new emails at the interval you set when setting up the account.

You can also check new emails manually by touching  in any of the email account's boxes. Touch **Load more messages** at the bottom of the email list to download earlier messages.

Responding to an Email


You can reply to or forward a message that you receive. You can also delete messages and manage them in other ways.

Reply to or Forward an Email

1. Open the email you want to reply to or forward from Inbox.
2. Do the following as you need.
 - ▶ To reply to the sender, touch .
 - ▶ To reply to the sender and all recipients of the original email, touch .
 - ▶ To forward the email to someone else, touch .
3. Edit your message and touch **Send**.



Mark an Email as Unread

You can return a read email to the unread state—for example, to remind yourself to read it again later. You can also mark a batch of emails as unread.


- While reading a message, touch the **Menu Key > Mark as unread**.
- While in a message list (for instance, the inbox), touch the checkboxes before the messages and then touch .

Delete an Email

You can delete an email from its folder. You can also delete a batch of emails.

- While reading a message, touch  > **OK**.
- While in a message list (for instance, the inbox), touch the checkboxes in front of the messages and then touch  > **OK**.

Writing and Sending an Email

1. Open your email Inbox and touch .

NOTE: If you have more than one email account added on the phone, touch the sender line to select the account you want to use for sending the message.

2. Enter a contact name or email address in the 'To' field. Separate each recipient with a comma. You can also touch



to select recipients from your contacts.

3. Enter the email subject and compose the email text.
4. Touch the **Menu Key > Attach file** to add audio files, images, videos and other types of files as attachments.
5. Touch **Send** at the top right of the screen to send the message.

Adding and Editing Email Accounts

Add an Email Account

After setting up your first email account (see [*Email – Set Up the First Email Account*](#)), you can add more email accounts and manage them separately.

1. Open **Email** to get the Inbox screen.
2. Touch the **Menu Key > Settings** and touch **ADD ACCOUNT** at the top right of the screen.
3. Follow the prompts to set up the account as you did with the first one.

Edit an Email Account

You can change a number of settings for an account, including

how often you check for email, how you're notified of new mails, your email signature, and details about the servers the account uses to send and receive mails.

1. Open **Email** to get the Inbox screen.
2. Touch the **Menu Key > Settings** and touch the account whose settings you want to change.
3. Make the changes you want and touch the **Back Key** when you're finished.

Changing General Email Settings

General settings apply to all email accounts you add.


1. Open **Email** to get the Inbox screen.
2. Touch the **Menu Key > Settings > General**.
3. Make the changes and touch the **Back Key** when you finish.

Gmail™


After you sign in to your Google account on the phone, you can send and retrieve Gmail messages with the **Gmail** app.

NOTE: This feature may not be available in certain regions or with certain service providers.

Opening Your Gmail Inbox

Touch  in the Home Screen and select **Gmail**. The Inbox screen appears.

If you haven't signed in, you will be prompted to do so or create a new account.



Touch the **Menu Key > Refresh** to refresh your Inbox and download new messages. To search for Gmail messages, touch  or the **Search Key** and enter the words to search for.

Switching Accounts

Gmail displays conversations, messages, and settings from one Google account at a time. If you have signed in to more than one Google account on your phone, you can switch accounts and view information in each account.





1. From your Inbox, touch the current account at the top of the screen.
2. From the menu that appears, touch the account you want to see. The account's Inbox will open.

Writing and Sending a Message

1. Open your Gmail Inbox and switch to the account you want to use for sending the message.
2. Touch .
3. Enter a contact name or email address in the 'To' field. Separate each recipient with a comma.
4. Enter the email subject and compose the email text.
5. To attach an image or a video, touch the **Menu Key > Attach picture / Attach file**.
6. Touch  at the top right of the screen to send the message.


Replying to or Forwarding a Message

1. Open the Gmail message you want to reply to or forward to another person.

2. Do the following as you need.
 - ▶ To reply to the sender, touch .
 - ▶ To reply to the sender and all recipients of the original message, touch  > **Reply all**.
 - ▶ To forward the message, touch  > **Forward**.
3. Edit your message and touch the send icon .

Working With Received Attachments

When a message has an attachment, Gmail displays information about it in the **ATTACHMENTS** section of the email.

Depending on the attachment type, the applications installed on your phone as well as your settings, you may touch  to preview, view, or save the attachment.

TIP: For documents with multiple pages, touching the **Preview** option will only download the pages you view, while touching other options may download the entire file and cost more time and data.

Working With Labels


Message labels include both labels you create and default labels such as **Sent**, **Starred**, and **Outbox**. You can organize your

emails by labeling them or adding stars to them. Labels also help you sort your messages, just like folders.

To label or change labels:

1. Open the **Gmail** app and touch in the message list the sender images at the left side of the messages you want to label.
2. At the top of the screen, touch the **Menu Key > Change labels**.
3. Check or uncheck labels in the new screen and touch **OK**.

To add stars to messages:

1. Open the **Gmail** app and touch in the message list the sender images in front of the messages you want to star.
2. At the top of the screen, touch .

To view messages by label:

1. Open the **Gmail** app and touch the current account at the top of the screen without checking any message.
1. Touch a label below **ALL LABELS** to view messages with that label.

Changing Gmail Settings


Touch the **Menu Key > Settings** in any Gmail screen to change

General settings, which apply to all Gmail accounts, or other settings that only apply to specific accounts.



Messaging

You can use Messaging to exchange text messages (SMS) and multimedia messages (MMS).


Opening the Messaging Screen

Touch  in the Home Screen and select **Messaging**.




The **Messaging** screen opens where you can create a new message, search for messages, or open an ongoing message thread.

- Touch  to write a new text or multimedia message.
- Touch  to search for a message using keywords.
- Touch an existing message thread to open the conversation you've had with a certain number.

Sending a Message

1. On the **Messages** screen, touch  at the bottom.
2. Add recipients by one of the following ways.
 - ▶ Touch the **To** field and manually enter the recipient's number or the contact name. If the phone presents a few

suggestions, touch the one you want to add.


- ▶ Select recipients from your contacts by touching .
- 3. Touch the **Type message** field and enter the content of your message.
- 4. If you want to send a multimedia message, touch the paper clip icon  to attach a file or a slideshow to the message.
- 5. Touch .

NOTE: You can also include email addresses as recipients for multimedia messages.

NOTE: Do not add a message subject or any attachment if you want to send a text message. Otherwise you may be charged for a multimedia message.


Replying to a Message

Messages you receive are appended to existing threads for the same number. If the new message comes from a new number, a new thread is created.

1. On the **Messages** screen, touch the thread that has the message you want to reply to.
2. Type your reply in the text box at the bottom. You can touch the attach icon  if you want to reply with an MMS.

3. Touch .

Forwarding a Message

1. On the **Messages** screen, touch the thread that has the message you want to forward.
2. Touch and hold the message.
3. Touch **Forward** in the menu that opens.
4. Enter a recipient for the message and edit the content if you want.
5. Touch .

Copying a Message

You can copy text messages in the phone storage to the SIM card, or vice versa.


- To copy a text message from the phone to the SIM card, touch and hold the message and select **Copy to SIM card**.
- To copy a text message from the SIM card to the phone, touch the **Menu Key** in the Messaging screen and select **Settings > Manage SIM card messages**. Then touch and hold a message and select **Copy to phone memory**.

Changing Message Settings

Touch the **Menu Key > Settings** in the Messages screen to change Messages settings.

Calendar

Calendar on the phone works with the web-based Google Calendar™ service for creating and managing events, meetings, and appointments. It also works with the Microsoft Exchange ActiveSync calendar once you sign into your Exchange account on the phone.

To open Calendar, touch  in the Home Screen and select **Calendar**.

Viewing Your Calendars and Events

Select Visible Calendars

1. Open the **Calendar** app.
2. Touch the **Menu Key > Calendars to display**.
3. In the new screen, touch the calendars to check the calendars you want to see or uncheck the calendars you'd like to hide.


Events from hidden calendars are not shown in the Calendar app.

Change Calendar Views

You can view your calendars in different forms. The app offers four views: Month, Week, Day, and Agenda.

To change calendar views, touch the time period shown at the top left and select the view you prefer.

You can also change to Day view from Month view by touching any day in the grid.


- In Month view, swipe vertically to see earlier months and later months.
- In Week or Day view, swipe horizontally to see earlier weeks/days and later weeks/days.
- When you are viewing earlier or later days, weeks, or months, touch  at the top to quickly switch to today.

View Event Details

In Agenda, Day, or Week view, touch an event to view its details.

In Month view, touch a day to switch to Day view. Then touch an event to view its details.



Creating an Event

1. In any Calendar view, touch  to open an event details

- screen for a new event.
- If you have more than one calendar account, touch the current account above the **Event name** box to choose one.
 - Enter the event details and touch **SAVE**.

Editing or Deleting an Event

- Find the event you want to edit or delete.
- Open its details screen (see [Viewing Your Calendars and Events – View Event Details](#) in this chapter).
- Do one of the following as you need.


To...	do...
Edit the event,	touch  at the bottom of the screen. Touch SAVE to save your changes.
Delete the event,	touch  at the bottom of the screen and then touch OK .

Changing Calendar Settings

To change Calendar settings, open a Calendar view (Day, Week, Month, or Agenda) and touch the **Menu Key > Settings**.

Google+™

Google+ is a social networking service offered by Google. The Google+ application on your phone enables you to manage your data, chat with online contacts, organize them in different circles, and share your selected information.

Touch  in the Home Screen and select **Google+**. The first time you open the Google+ app, select the photo & video backup and contact sync options.

NOTE: For detailed guide for Google+, open Google+ and touch the **Menu Key > Help** to view the online instructions.

Getting Started With Google+

Open the **Google+** app and touch the Google+ icon at the top left to use the following features:


- **Home:** See posts people have shared with you, a circle you are in, or everyone.
- **People:** Find people to add to your Google+ circles, create new circles, view and organize people into circles based on your relationships. You can also follow content posted by people you find interesting.
- **Photos:** View photos you uploaded, photos of you, photos

from your posts and more.

- **Communities:** Search and join all kinds of online communities, where people gather for the sharing and discussion of a common topic.
- **Locations:** See your friends locations on the map and configure your location sharing settings.
- **Hangouts:** Chat with your Google+ contacts through text messages or video call.
- **Events:** Manage your social calendar. You can add events, invite people, and then share photos in real time from the event.
- **Search:** Search for content posted on Google+.

Signing out of Google+


If you are already signed in to the app, you can sign out by following these steps.

1. Touch  in the Home Screen and select **Google+**.
2. Touch the **Menu Key > Sign out**.

Browser


Use **Browser** to view web pages and search for information.

Opening the Browser


Touch  in the Home Screen and select **Browser** to start this function. The last web page you were viewing is displayed. If you have not used **Browser** recently, your home page opens.

Browser also opens when you touch a web link - for example, in an email or a text message.

Open a Web Page or Search the Web


1. Open the **Browser** app.
2. Touch the address box at the top of the web page. If the address box isn't visible, swipe down a little to show it.
3. Enter the address (URL) of a web page. Or, enter terms you want to search for. You can also touch  to search by voice.
4. Touch a URL or search suggestion or touch **Go** on the keyboard to open the web page or search results.

TIP: Touch the **X** icon at the bottom if you want to stop opening the page.

TIP: Touch the tabs icon  at the top of the screen to open a new web page in a new tab.

Downloading Files

Touch and hold an image or a link to a file or to another webpage. In the menu that opens, touch **Save image** or **Save link**.

The downloaded files are saved to your phone or the memory card. You can view or open them in the **Downloads** app ( > **Downloads**).

Changing Browser Settings

You can configure a number of Browser settings to customize the way you browse the web, including several that you can use to control your privacy.

To open the Browser settings screen, touch the **Menu Key > Settings**.

Maps


Activating Location Services

To use Google Maps and find your location on Google Maps™, you must have location services turned on your phone.

1. Touch the **Home Key > Menu Key > System settings > Location access**.
2. Check the location options you want to use.
 - ▶ **Wi-Fi & mobile network location:** Use Wi-Fi and mobile networks to determine your approximate location.
 - ▶ **GPS satellites:** Use GPS satellites to determine your location.
 - ▶ **Access to my location:** Let Google access your location data for some services and improved search results.

NOTE: To let Google apps such as Maps and Google+ access your location, you need to enable **Access to my location**.



Getting Your Location


1. Touch  in the Home Screen and select **Maps**.

2. Touch  at the bottom.

The map centers on a dot and an arrow that indicate your location and the direction the phone is facing.

Searching for a Location

1. Touch  in the Home Screen and select **Maps**.
2. Touch .
3. Enter the address or the type of business or establishment you're looking for in the search box at the top. If suitable suggestions appear below the search box, touch one to search for it.



TIP: You can also touch  beside the search box to use voice search.

4. Touch the search icon on the keyboard. Red points indicating search results appear on the map.
5. Touch a red point to open a card at the bottom with summary information about the location.


Slide the card up to find more information about the location as well as options for getting directions and more.

Getting Directions to Your Destination

Maps can provide directions for travel by foot, public transportation, or car.


1. Touch  in the Home Screen and select **Maps**.
2. Touch  beside the search box.
3. Select the mode of transportation and then enter a start and end point. If your location is found, it will appear in the start point field by default.

As suggested routes appear, touch one to see it on the map. Slide the bottom card up to see the route directions in a list.

NOTE: Touch  (Start) to use Google Maps Navigation (beta) and get turn-by-turn voice directions.

Searching for Local Places

Google Maps helps you find all kinds of businesses and establishments around you. You can rate these places and get recommendations

1. Touch  in the home screen and select **Maps**.
2. Navigate the map view to the area you'd like to explore. You can explore nearby locations or pan the map to another

location.

3. Touch the search bar at the top.
4. Touch the **Explore** card and choose one option in the new screen. Results will appear on cards.
5. Touch a location to see it on the map or get directions.

You can also slide up the bottom card to find out more information, such as the street address, website, and street view, or to call that place, save it to your Google Account, or share it with others.


NOTE: The "Explore" feature is not available for all areas.

Search

You can search for information on the web or on your phone using Google Search, get information when you need with Google Now without searching, or perform certain tasks by speaking.


Searching With Text


You can search for information on the Internet or on the phone (such as music, messages, apps, and contacts) by entering text.

1. Touch  in the Home Screen and select **Google**.
2. Enter the terms you want to search for in the search box and touch the search key on the keyboard, or touch a search suggestion that appears below the search box.

Searching by Speaking

You can also search the web or perform certain tasks by speaking.

1. Touch the **Home Key** >  > **Google**.
2. Touch the microphone icon to the right of the search box, or just say 'Google'.


NOTE: You can also touch the **Home Key** >  > **Voice Search**.

3. Speak the terms you want to search for or the question you want to ask. When you're finished speaking, your speech is analyzed and the search is initiated.

Camera


You can use your phone to take photos and record videos. Photos and videos are stored on the phone's memory card or in the phone's internal storage. You can copy them to your computer or access them in the **Gallery** app.

Capturing a Photo




1. Touch  in the Home Screen and select **Camera**.
2. Aim the camera at the subject and make any necessary adjustment.




Number	Function
1	Change the camera settings.
2	View pictures and videos you have taken.
3	Touch the shutter button to take a picture.
4	Switch between the camera and camcorder.

3. Lightly touch .

Recording a Video


1. Touch  in the Home Screen and select **Camera**.
2. Aim the camera at the subject and make any necessary adjustment.
3. Touch  to start recording.
4. Touch  to stop recording.

NOTE:

While the recording is in progress, you can touch  to save the frame as a separate photo.

Gallery

Opening Gallery

Touch  in the Home Screen and select **Gallery** to view albums of your pictures and videos.


Working With Albums

When you open Gallery, all pictures and videos on your phone are displayed in a number of albums.

To view album contents:

Touch an album to view the pictures and videos it contains.

To share albums, pictures, or videos:

1. Touch and hold an item in the Albums view to select an album or after you open an album to select a picture or a video.
2. Touch more items that you want to share.
3. Touch  and select how you want to share the items.

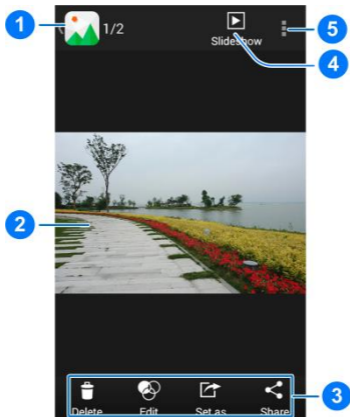
To delete albums:

1. Touch and hold an album until it is selected.
2. Touch more albums that you want to delete.

3. Touch  > **Delete**.

Working With Pictures

Touch a picture in an album to view the picture in full screen. Double-touch the picture, or pinch two fingers together or spread them apart to zoom out or in. Slide left or right to view other pictures in the album.




Number	Function
1	Touch to return to the album, where all its contents are displayed in a grid.
2	Swipe horizontally to see more; double-tap a picture to zoom in or out.
3	Delete, edit, share, or set the picture as contact icon, wallpaper, or lock screen wallpaper.
4	Browse the album contents in a slideshow.

Touch the picture to delete the picture, browse the album contents in a slideshow, rotate the picture, view picture file detail, set it as contact icon or wallpaper, or edit it.









NOTE: All options may not be available for certain albums or pictures.

Retouching Your Pictures

You can edit any photos you took and some other pictures in **Gallery**. The changed picture is saved in the album, while the original image is never affected.

1. Touch  while viewing a picture in full screen to open the Edit interface.
2. Touch the icons along the bottom of the screen to edit the


picture.

	Apply effects such as posterizing, lomography, documentary, and film grain.
	Crop, fix red eye, straighten, rotate, flip, or sharpen the picture.
	Add fill light, emphasize highlight or shadows, or set to auto-fix.
	Add frame for the picture.
	Decorate the picture.
	Blur the picture.
	Do doodle on the picture.
	Add texts on the picture.

3. To undo the changes you've made to the picture, touch **X** at the top of the screen.
4. Touch **Save** to save the new picture.


Playing Videos

1. Touch an album in the gallery and then touch the thumbnail of a video.

2. Touch  at the center to start playing.

Touch the video to view the playback controls.

Music

Touch  in the Home Screen and select **Music** to play audio files stored on your phone. **Music** supports a wide variety of audio formats, so it can play music you purchase from online stores, music you copy from your CD collection, and so on.

Copying Music Files to Your Phone

Before using Music, you need to copy or download audio files to your phone.

Copy From a Computer

1. Connect your phone and the computer with a USB cable.
2. Touch **Media device (MTP)** (if supported on the PC) or **Camera (PTP)** to browse the files in the phone storage and on the microSDHC card.
3. Copy the music file from the PC and paste it to the phone storage or microSDHC card.

Download From the Internet

You can download music files when browsing web pages. See [Downloading Files](#).


Receive via Bluetooth

You can receive music files from other devices via Bluetooth. See [Receive Data via Bluetooth](#).


Receive via Wi-Fi

You can receive music files from other devices via Wi-Fi. See [Receive Data via Wi-Fi](#).

Viewing Your Music Library

Touch  in the Home Screen and select **Music** and your music library is displayed. All your audio files are cataloged according to the information stored in the files.



Touch the tabs at the top of the screen to view your music library organized by **Artists**, **Albums**, **Songs**, **Playlists**, or **Favorite**.

NOTE: If an audio file is being played, its summary information is displayed at the bottom of the screen. Touch the summary area to open the playback screen. Touch  to return to the music library.

Set a Song as the Default Ringtone

The song will be used as the ringtone for all incoming calls,

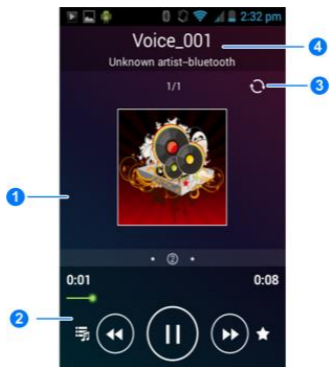
except those from contacts to whom you have assigned special ringtones (see [People – Editing Contacts – Set a Ringtone for a Contact](#)).

1. Touch  in the Home Screen and select **Music** to see the music library.
2. Touch  next to a song in any list.
3. In the menu that opens, touch **Use as ringtone**.

TIP: If the song is being played and you're in the playback screen, you can touch the **Menu Key > Use as ringtone**.

Playing Music

Touch a song in the music library to listen to it. The following playback screen appears.






Number	Function
1	Song and artist information.
2	Album artwork.
3	Playback control. Skip songs or pause and resume playback. Drag the slider to jump to any part of the song.
4	Touch to open the current playlist.
5	Touch to add the song to Favorites .

6


Touch to play the current playlist in shuffle mode or toggle repeat mode: repeating all songs, repeating current song, sequential.

Managing Playlists

Create playlists to organize your music files into sets of songs, so that you can play the songs you like in the order you prefer.


- Touch  > **Add to playlist** next to a song or a playlist to add it to a playlist or create a new playlist.
- Touch  > **Delete Playlist** next to a playlist to delete the playlist.
- Touch  > **Rename Playlist** next to a playlist to rename the playlist.
- Touch a playlist to view its content. You can touch the **Menu Key** > **Multi Select** to select the song you want to remove.


Play Music

The **Play Music** application () works with Google Music, Google's online music store and streaming service. You can stream via mobile data or Wi-Fi and listen to your favorite songs that you've added to your online Google Music library. You can also play audio files you've copied directly to your phone from a computer.

NOTE: The availability of Google Music is dependent on your region. If it is not available, or you don't have a mobile data or Wi-Fi connection, you can only play music stored on your phone.

Playing Your Music

Touch  in the Home Screen and select **Play Music**. If you are prompted, select an account to access its online music library.

The app searches your online library and your phone for music and playlists before displaying your combined music library, organized by **Artists**, **Albums**, **Songs**, **Playlists**, and **Genres**. You can touch  > **My Library / Playlists** to view all the music and playlists. To change views of your library, swipe left or right. Touch a song to play it. When the song is playing, touch the

summary information at the bottom to display the playback screen.




Number	Function
1	Song and artist information. Touch or drag down to return to the music library.
2	Album artwork.
3	Give the song a thumbs-up.
4	Playback control. Skip songs, pause and resume playback, use shuffle or repeat. Drag the progress bar to jump to any part of the song.


5	Give the song a thumbs-down.
6	Touch to see the current playlist (queue).
7	Get more options.



You can still control the music when you are not in the playback screen.

- In the music library of the **Play Music** app, touch the summary information at the bottom of the screen to restore the playback screen.
- In other apps, flick down the notification panel. Touch the song title to restore the playback screen, or just pause/resume playback or skip to the next/previous song.
- When the screen is locked, the song information, album cover as well as playback control is displayed on top of the screen. You can pause/resume playback or skip songs.

Managing Playlists

Create playlists to organize your music files into sets of songs, so that you can play the songs you like in the order you prefer. To view all your playlists, touch  > **Playlists**.


- Touch  > **Add to playlist** next to a song or a playlist to add it to a playlist or create a new playlist.

- Touch  > **Delete** next to a playlist to delete the playlist.
- Touch a playlist to view its content. You can touch  > **Remove from playlist** next to the song you want to remove, or drag the handle icon to the left of each song to rearrange its order in the playlist.

Video Player

Use the video player to play various kinds of videos.

Opening the Video Library

Touch  in the Home Screen and select **Video Player** to view your video library.

Playing and Controlling Videos

Touch a video in the video library to play it. Rotate the phone on its side to watch the video in landscape view.

Touch the video to show the playback controls. You can pause and resume the playback, or jump to any part of the video, adjust video brightness, hide the control panel and more.


Managing Video Files

To delete videos:


1. Touch and hold a video in the video library. The video is highlighted.
2. To remove more videos, touch them.

3. Touch  > **OK**.


To share videos:

1. Touch and hold a video in the video library. The video is highlighted.
2. To share more videos, touch them.
3. Touch  at the bottom right of the screen and select how you want to share them.

To rename a video:

1. Touch  next to the video you want to rename.
2. Touch **Rename**.
3. Type the new video name and touch **OK**.







To view details of a video:

1. Touch  next to the video you want to view the details of.
2. Touch **Details**.

Sound Recorder

Sound Recorder enables you to record voice memos and listen to them whenever you like.


Recording a Voice Memo

1. Touch  in the Home Screen and select **Sound Recorder**.
2. Touch  to start recording. Touch  to cancel recording if you change your mind. You can touch  to pause and  to continue during the recording.
3. Touch  to stop recording. The memo is automatically saved.


If you don't want to save the memo after recording it, touch **x** to delete it.


Playing a Voice Memo

To play a memo you just recorded:

Touch  at the bottom of the screen.

To play any saved memo:

1. Touch  at the top right of the screen to see all recordings.
2. Touch the title of a memo to play it.



NOTE: You can also touch  in front of the memo to play, share, rename, delete it, check its file information, or set it as your phone ringtone.

More Apps


Clock

Set alarm, check world time, use the stopwatch and countdown.


Set an Alarm

1. Touch  in the Home Screen and select **Clock**.
2. Touch the **Alarm** tab.
3. Touch a default alarm to configure it, or touch  at the bottom of the screen to create a new alarm.
4. Set up the alarm options, such as time, repeat, and ringtone.
5. Touch **SAVE** to save and exit.


World Time

1. Touch  in the Home Screen and select **Clock**.
2. Touch the **World time** tab to check local time for cities around the world.
3. Touch **+** at the bottom to add a new city or country.


Stopwatch



1. Touch  in the Home Screen and select **Clock**.
2. Touch the **Stopwatch** tab.
3. Touch **Start** to record lap times.

Countdown

1. Touch  in the Home Screen and select **Clock**.
2. Touch the **Countdown** tab.
3. Set a time.
4. Touch **Start** to count down to zero.

Calculator

Touch  in the Home Screen and select **Calculator**.


TIP: Touch  or , or swipe left or right to switch between different panels. You can also hold the phone on its side to see all of the calculator buttons.

Chrome™

Use Google **Chrome** to browse the Internet. Chrome on your phone can sync bookmarks, browsing history, and opened tabs from your Google account.

Downloads


The **Downloads** app keeps a record of the files you have downloaded using the **Browser**, **Email**, or **Gmail** app.

Touch  in the Home Screen and select **Downloads** to check the record.


- Touch a file to open it with the appropriate applications.
- Touch and hold a file, or check the box in front of it, to delete or share it.


File Manager

Quickly access all of your images, videos, audio clips, and other types of files on your phone and on the memory card.


Touch  in the Home Screen and select **File Manager**. Touch the folder name at the top of the screen to switch between the memory card storage and the phone storage.

Note Pad

Touch  in the Home Screen and select **Note pad** to save and view your text notes.


- Touch  to create a new note. Then enter your text and touch **Save** to save it.
- Touch a note to view its entire contents. You can also delete it, share it, or change its title.

Task Manager

Touch  in the Home Screen and select **Task Manager** to view or stop applications.


- Touch a task in the **Tasks** tab to switch to its screen, abort it, or see its details.
- Touch the **Apps** tab to manage all the apps on your phone.
- Touch the **Resources** tab to view the real-time system resources information.

YouTube™

Touch  in the Home Screen and select **YouTube**.

You can watch YouTube videos or upload your own.


Google Play™ Store

Touch  in the Home Screen and select **Play Store**. You can buy or rent music, books, movies, and apps and download them to your phone.

NOTE: The content you can access in Google Play store depends on your region and your service provider.

Browsing and Searching for Apps

You can browse apps by category and sort them in different ways. Touch a top-level category, such as **Games** and touch an app from any subcategory.

You can also search for apps using an app's name or description, or the developer's name. Just touch  and enter the search terms.

Downloading and Installing Apps



When you find the app you are interested in through browsing or searching, touch it to open its details screen, where more information about the app is displayed.

1. Touch **INSTALL** (free apps) or the price (paid apps). If the

app is not free, you need to sign in to your Google Wallet account and select a payment method.

CAUTION: Once installed, some apps can access many functions or a significant amount of your personal data. The Play Store will show you what the app can access. Touch **ACCEPT** to proceed, or touch the **Back Key** to cancel.

2. Wait for the app to be downloaded and installed automatically. Payment needs to be authorized before paid apps start downloading.

The app is successfully installed when the  icon appears in the status bar. You can find the new app after touching the **Home Key** > .

Creating a Google Wallet™ Account

You must have a Google Wallet account associated with your Google Account to purchase items from the Google Play Store app.

Do one of the following:

- On your computer, go to *checkout.google.com* to create a Google Wallet account.
- The first time you use your phone to buy an item from Google



Play Store, you're prompted to enter your billing information to set up a Google Wallet account.

WARNING: When you've used Google Wallet once to purchase items from the Google Play Store app, the phone remembers your password so you don't need to enter it the next time. For this reason, you should secure your phone to prevent others from using it without your permission.

Requesting a Refund for a Paid App

If you are not satisfied with an app, you can ask for a refund within 15 minutes of the purchase. Your credit card is not charged and the app is uninstalled from your phone.

If you change your mind, you can install the app again, but you can't request a refund a second time. For details, please read the Play Store help information.


1. Touch the **Home Key** >  > **Play Store**.
2. Touch  at the top left of the screen and then touch **My apps**.
3. Touch the app to uninstall for a refund. The details screen for the app opens.
4. Touch **Refund** and then touch **Uninstall**. Your app is

uninstalled and the charge is cancelled.


Managing Your Downloads

After you've downloaded and installed an app, you can rate it, view it in a list with your other downloaded apps, configure it to update itself automatically, and so on.


View Your Downloaded Apps

1. On the Apps screen of Play Store, touch the **Menu Key > My Apps**. Touch  at the top left of the screen and then touch **My apps**.
2. Your list of installed apps opens. You can touch one to rate it, uninstall it, and request a refund and so on.

Uninstall an App

1. On the Apps screen of Play Store, touch the **Menu Key > My Apps**. Touch  at the top left of the screen and then touch **My apps**.
2. Touch an app to open its details screen.
3. Touch **Uninstall > OK**.

Settings

Touch  in the Home Screen and select **Settings**. The **Settings** app contains most of the tools for customizing and configuring your device.

General Settings

Airplane Mode

In the **Settings** app, slide the **Airplane mode** switch to **ON**, then all the phone's radios that transmit voice or data are turned off.

Wi-Fi

Turn Wi-Fi on or off and configure your Wi-Fi connections. See [Connecting to Networks and Devices – Connecting to Wi-Fi](#).

Bluetooth

Turn Bluetooth on or off and configure your Bluetooth connections. See [Connecting to Networks and Devices – Connecting to Bluetooth Devices](#).

Mobile Networks

Control mobile data use, select mobile network and set access point names. See [Connecting to Networks and Devices – Connecting to Mobile Networks](#).

Sound

Adjust volumes (see [Personalizing – Adjusting Volumes](#)), toggle sound and mute (see [Switching to Silent Mode](#)), set up ringtone and notification sound (see [Personalizing – Changing Ringtone and Notification Sound](#)), and select system sounds (refer to [Turning On/Off Touch Sounds](#)).

Touch **Silent mode** to turn off all sounds except media and alarm, or enable silent mode with vibration.

Display

- **Brightness:** Set the brightness of the display.
- **Wallpaper:** Select a background image for the Home Screen.
- **Auto-rotate screen:** Check to allow screen auto rotate.
- **Sleep:** Set the length of time of inactivity before the screen turns off.
- **Daydream:** Control what happens when the phone is docked and/or sleeping.

- **Font size:** Set the font size of the text on the screen.
- **Pulse notification light:** Flash the LED light to notify you of missed calls, new messages, and other events.
- **Touch key light duration:** Set the touch key light duration.

Date & Time

Set date, time, time zone, and how date and time are displayed. You can also use network-provided data.

Language & Input

- **Language:** Select a language and region for your system.
- **Personal dictionary:** Add new words to the phone's dictionary or remove words from the dictionary. The words you add are used for spelling check and word suggestion.
- **KEYBOARD & INPUT METHODS:** Configure text input settings. See [*Knowing the Basics – Entering Text – Touch Input Settings*](#).
- **Voice Search:**
 - ▶ **Language:** Select the language you use when entering text by speaking or searching by speaking.
 - ▶ **Speech output:** To turn on speech output only when you've got a headset attached to your phone, select

Hands-free only.

- ▶ **Block offensive words:** Replace offensive words with an asterisk (*) when you use Google voice recognition to transcribe your voice into text.
- ▶ **Hotword detection:** When this is checked, you can say “OK Google” when viewing the Google Now screen rather than touching the Microphone icon to initiate a voice search or action.
- ▶ **Bluetooth headset:** When this is checked, you can record audio through Bluetooth headset if supported.
- **Text-to-speech output:**
 - ▶ **PREFERRED ENGINE:** Select the speech synthesis engine you want to use or change its settings.
 - ▶ **Speech rate:** Select how quickly you want the synthesizer to speak.
 - ▶ **Listen to an example:** Play a brief sample of the speech synthesizer, using your current settings.
- **Pointer speed:** Select how fast the pointer/mouse should scroll when you connect the phone to a trackpad or mouse accessory.

Wireless and Networks

Data Usage

Touch the **ON/OFF** switch to turn on or off mobile data.

You can check how much data has been used during the time cycle you set, set a mobile data limit and warning, see what apps have been using mobile data, or restrict background data for individual apps.

NOTE: The data usage is measured by your phone. Your carrier's data usage accounting may differ.

VPN

Set up and connect to virtual private networks. See [Connecting to Networks and Devices – Connecting to Virtual Private Networks](#).

Device

Storage

Check memory information for your memory card and internal storage.

- **Unmount SD card:** Unmount the memory card from your

phone so that you can safely remove the card while the phone is on.

- **Erase external SD card:** Erase all data on your memory card and prepare it for use with your phone.

Touch the **Menu Key > USB computer connection** to set the connection type for your phone.

Battery

Check how much power remains for the battery and what has been using the battery.

Apps

See apps installed on your phone and manage them.

Touch an app in the **DOWNLOADED, ON SD CARD, RUNNING,** or **ALL** tab to see its information. You can stop the app, uninstall the app, clear data and cache, or move the app between the internal storage and the memory card.

NOTE: Not all applications can be moved or uninstalled.

Personal

Location Access

Activate location services to determine your location. See [Maps](#).

Select **Wi-Fi & mobile network location** to improve Google search results and other services using your location information.

Security

- **Screen lock:** Disable the screen lock or enable it with slide, pattern, PIN, or password. See [Personalizing – Protecting Your Phone With Screen Locks](#).
- **Owner info:** Set the text that you may display on the lock screen.
- **Encrypt phone:** Encrypt your data on the phone to protect your privacy. See [Personalizing – Protecting Your Phone With Encryption](#).
- **Set up SIM/RUIM card lock:**
 - ▶ **Lock SIM card:** Activate or deactivate the PIN lock to require PIN before accessing the SIM card.
 - ▶ **Change SIM PIN:** Change the PIN used to access the SIM card.

- **Make passwords visible:** Display passwords as you enter them.
- **Device administrators:** View or deactivate apps you have authorized to be device administrators.
- **Unknown sources:** Check this option to permit installation of apps from sources other than the Play Store.
- **Verify apps:** Disallow or warn before installation of apps that may cause harm.
- **Storage type:** Set storage type.
- **Trusted credentials:** Display trusted CA certificates.
- **Install from SD card:** Install certificates from the memory card.
- **Clear credentials:** Delete all certificates.

Backup and Reset

- **Back up my data:** Back up app data, Wi-Fi passwords, and other settings to Google servers after you sign in to your Google account.
- **Backup account:** Set the backup account.
- **Automatic restore:** Restore previously backed up settings and data when you reinstall an app.

- **Factory data reset:** Reset your phone to factory default settings. All your personal data from the phone's internal storage will be erased. You can also erase the data on the memory card during the process.

Accounts

Manage your accounts and synchronization settings.

- Touch **Add account** to sign in to or create accounts on your phone.
- Touch an account to set the sync settings for that account. You can then touch the **Menu Key > Sync now** to sync all checked items.
- Touch an account and then touch the **Menu Key > Remove account** to remove the account and all information related to it from your phone.

System

Accessibility

Configure accessibility plug-ins on your phone, such as using **TalkBack** for low-vision users.

About Phone

View phone status and legal information. You can also upgrade your phone system from update packages copied to the storage card.

Upgrading the Phone Software

There are several ways to upgrade your phone software:

1. Use the online upgrade tool for mobile terminal products.
2. Use the one-press upgrade package offered by your mobile service provider.
3. Use the upgrade package on your microSDHC card.

NOTE: Visit the ZTE official handset service support website (<http://www.ztedevice.com/support>) and click your country or region to learn more about the above upgrade methods, as well as which phones and methods are supported.

Troubleshooting



If you encounter problems while using the phone, or if it performs abnormally, you can refer to the chart below. If your particular problem cannot be resolved using the information in the chart, contact the dealer where you purchased the phone.


Problem	Possible causes	Possible solution
Poor reception	The network signal is too weak at your current location, for example, in a basement or near a tall building, because wireless transmissions can not effectively reach it.	Move to a location where the network signal can be properly received.
	The network is busy at the current time (for example, during peak times, there may be too much network traffic to handle additional calls).	Avoid using the phone at such times, or try again after waiting a short time.

Problem	Possible causes	Possible solution
	You are too far away from a base station for your service provider.	You can request a service area map from your service provider.
Echo or noise	Poor network link quality on the part of your service provider.	End the call and dial again. You may be switched to a better-quality network link or phone line.
	Poor local telephone line quality.	End the call and dial again. You may be switched to a better-quality network link or phone line.
Unable to select certain features	Your service provider does not support these features, or you have not applied for services that provide these features.	Contact your service provider.
Battery not charging	The battery or battery charger is damaged.	Contact the dealer.

Problem	Possible causes	Possible solution
	The phone's temperature is below 0°C or higher than 45 °C.	Adjust the battery charging environment to avoid extremes of temperature.
	Poor contact between the battery and charger.	Check all connectors to make sure all connections have been properly made.
Shortened standby time	The standby time is related to your service provider system configuration. The same phone used with different service providers' systems will not provide exactly the same length of standby time.	If you are located in an area where signaling is weak, temporarily power off the phone.
	The battery is depleted. In high temperature environments, battery life will be shortened.	Use a new battery.

Problem	Possible causes	Possible solution
	If you are not able to connect to the network, the phone will continue to send out signals as it attempts to locate a base station. Doing so consumes battery power and will consequently shorten standby time.	Change your location to one where the network is accessible, or temporarily turn off your phone.
Cannot turn your phone on	Battery power has been depleted.	Recharge the phone's battery.
SIM card error	SIM card malfunction or damage.	Take the SIM card to your service provider for testing.
	SIM card inserted improperly.	Insert the SIM card properly.
	Debris on the SIM card contacts.	Use a soft, dry cloth to clean the SIM card contacts.











Problem	Possible causes	Possible solution
Unable to connect to the network	SIM card invalid.	Contact your service provider.
	You are not within the network's service area.	Check the service area with your service provider.
	Poor signal.	Move to an open space, or if you are inside a building, move closer to a window.
Cannot answer incoming calls	You have activated the Call barring feature.	Go to  > Menu Key > Settings > Call Barring Settings , and then select Deactive All .
You cannot make outgoing calls.	You have activated the Call barring feature.	Go to  > Menu Key > Settings > Call Barring Settings , and then select Deactive All .









Problem	Possible causes	Possible solution
	You have activated the Fixed dial numbers feature.	Go to  > Menu Key > Settings > Fixed Dialing Numbers and disable it.
PIN Code blocked	You have entered an incorrect PIN code three consecutive times.	Contact your service provider. If the service provider provides the SIM card's PUK code, use the PUK code to unlock the SIM card.
Unable to enter information into the phonebook	The phonebook's memory is already full.	Delete unnecessary data from the contacts.
Phone crashes, reboots,	Some third-party software is not compatible with your	Reset the phone to factory status.

Problem	Possible causes	Possible solution
freeze, or cannot be powered on	phone.	Enter safety mode and uninstall the software that may cause the problem.
		Upgrade the phone software.

For Your Safety

General Safety

	Don't make or receive handheld calls while driving. Never text while driving.		Don't use at gas stations.
	Keep your phone at least 15 mm away from your ear or body while making calls.		Your phone may produce a bright or flashing light.
	Small parts may cause choking.		Don't dispose of your phone in fire.
	Your phone can produce a loud sound.		To prevent possible hearing damage, do not listen at high volume levels for long periods.
	Avoid contact with anything magnetic.		Avoid extreme temperatures.

	Keep away from pacemakers and other electronic medical devices.		Avoid contact with liquids. Keep your phone dry.
	Turn off when asked to in hospitals and medical facilities.		Don't take your phone apart.
	Turn off when told to in aircrafts and airports.		Only use approved accessories.
	Turn off when near explosive materials or liquids.		Don't rely on your phone for emergency communications.

Radio Frequency (RF) Exposure

This device meets the government's requirements for exposure to radio waves.

This device is designed and manufactured not to exceed the emission limits for exposure to radio frequency (RF) energy set by the Federal Communications Commission of the U.S. Government:

The exposure standard for wireless mobile devices employs a unit of measurement known as the Specific Absorption Rate, or

SAR. The SAR limit set by the FCC is 1.6W/kg. *Tests for SAR are conducted using standard operating positions accepted by the FCC with the device transmitting at its highest certified power level in all tested frequency bands. Although the SAR is determined at the highest certified power level, the actual SAR level of the device while operating can be well below the maximum value. This is because the device is designed to operate at multiple power levels so as to use only the power required to reach the network. In general, the closer you are to a wireless base station antenna, the lower the power output.

The highest SAR value for the device as reported to the FCC when tested for use at the ear is 1.28 W/kg and when worn on the body, as described in this user guide, is 1.39 W/kg (Body-worn measurements differ among device models, depending upon available enhancements and FCC requirements.)

While there may be differences between the SAR levels of various devices and at various positions, they all meet the government requirement.

The FCC has granted an Equipment Authorization for this device with all reported SAR levels evaluated as in compliance with the FCC RF exposure guidelines. SAR information on this device is on file with the FCC and can be found under the Display Grant section of <http://www.fcc.gov/oet/ea/fccid/> after searching on:

FCC ID: SRQ-Z791.

For body worn operation, this device has been tested and meets the FCC RF exposure guidelines for use with an accessory that contains no metal and the positions the handset a minimum of 1.0 cm from the body. Use of other enhancements may not ensure compliance with FCC RF exposure guidelines. If you do not use a body-worn accessory and are not holding the device at the ear, position the handset a minimum of 1.0 cm from your body when the device is switched on.

FCC Compliance

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

CAUTION: Changes or modifications not expressly approved by the manufacturer could void the user's authority to operate the equipment.

NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation.

This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

Hearing Aid Compatibility (HAC) regulations for Mobile phones

In 2003, the FCC adopted rules to make digital wireless telephones compatible with hearing aids and cochlear implants. Although analog wireless phones do not usually cause interference with hearing aids or cochlear implants, digital

wireless phones sometimes do because of electromagnetic energy emitted by the phone's antenna, backlight, or other components. Your phone is compliant with FCC HAC regulations (ANSI C63.19- 2011). While some wireless phones are used near some hearing devices (hearing aids and cochlear implants), users may detect a buzzing, humming, or whining noise. Some hearing devices are more immune than others to this interference noise and phones also vary in the amount of interference they generate. The wireless telephone industry has developed a rating system for wireless phones to assist hearing device users in finding phones that may be compatible with their hearing devices. Not all phones have been rated. Phones that are rated have the rating on their box or a label located on the box. The ratings are not guarantees. Results will vary depending on the user's hearing device and hearing loss. If your hearing device happens to be vulnerable to interference, you may not be able to use a rated phone successfully. Trying out the phone with your hearing device is the best way to evaluate it for your personal needs.

This phone has been tested and rated for use with hearing aids for some of the wireless technologies that it uses. However, there may be some newer wireless technologies used in this phone that have not been tested yet for use with hearing aids. It is important to try the different features of this phone thoroughly

and in different locations, using your hearing aid or cochlear implant, to determine if you hear any interfering noise. Consult your service provider or the manufacturer of this phone for information on hearing aid compatibility. If you have questions about return or exchange policies, consult your service provider or phone retailer.

M-Ratings: Phones rated M3 or M4 meet FCC requirements and are likely to generate less interference to hearing devices than phones that are not labeled. M4 is the better/higher of the two ratings.

T-Ratings: Phones rated T3 or T4 meet FCC requirements and are likely to be more usable with a hearing device's telecoil ("T Switch" or "Telephone Switch") than unrated phones. T4 is the better/ higher of the two ratings. (Note that not all hearing devices have telecoils in them.)

Your phone meets the M3/T4 level rating.

Hearing devices may also be rated. Your hearing device manufacturer or hearing health professional may help you find this rating. For more information about FCC Hearing Aid Compatibility, please go to <http://www.fcc.gov/cgb/dro>.

Distraction

Driving

Full attention must be given to driving at all times in order to reduce the risk of an accident. Using a phone while driving (even with a hands free kit) can cause distraction and lead to an accident. You must comply with local laws and regulations restricting the use of wireless devices while driving.

Operating Machinery

Full attention must be given to operating machinery in order to reduce the risk of an accident.

Product Handling

General Statement on Handling and Use

You alone are responsible for how you use your phone and any consequences of its use.

You must always turn off your phone wherever the use of a phone is prohibited. Use of your phone is subject to safety measures designed to protect users and their environment.

- Always treat your phone and its accessories with care and

keep it in a clean and dust-free place.

- Keep the screen and camera lens clean. Unclean screen or camera lens may slow down the phone's reaction to your operations or lower image quality.
- Clean the device and its accessories with a soft material such as cleaning cloth for eyeglass lenses. Do not use alcohol or other corrosive substances for cleaning or allow them to get inside.
- Do not expose your phone or its accessories to open flames or lit tobacco products.
- Do not expose your phone or its accessories to liquid, moisture or high humidity.
- Do not drop, throw or try to bend your phone or its accessories.
- Do not paint your phone or its accessories.
- Do not attempt to disassemble your phone or its accessories. Only authorized personnel can do so.
- Do not expose or use your phone or its accessories in a environment with or that can reach extreme temperatures, minimum - [5] and maximum + [50] degrees Celsius.
- Do not place your phone inside or near heating equipments or

high pressure containers, such as water heaters, microwave ovens, or hot cooking utensils. Otherwise, your phone may be damaged.

- Please check local regulations for disposal of electronic products.
- Do not carry your phone in your back pocket as it could break when you sit down.

Small Children

Do not leave your phone and its accessories within the reach of small children or allow them to play with it.

They could hurt themselves or others, or could accidentally damage the phone.

Your phone contains small parts with sharp edges that may cause an injury or may become detached and create a choking hazard.

Demagnetization

To avoid the risk of demagnetization, do not allow electronic devices or magnetic media to be close to your phone for a long time.

Electrostatic Discharge (ESD)

Do not touch the SIM card's metal connectors.

Antenna

Do not touch the antenna unnecessarily.

Normal Use Position

When placing or receiving a phone call, hold your phone to your ear, with the bottom towards your mouth.

Air Bags

Do not place a phone in the area over an air bag or in the air bag deployment area as an airbag inflates with great force and serious injury could result.

Store the phone safely before driving your vehicle.

Seizures/Blackouts

The phone can produce a bright or flashing light. A small percentage of people may be susceptible to blackouts or seizures (even if they have never had one before) when exposed to flashing lights or light patterns such as when playing games or watching video. If you have experienced seizures or blackouts or

have a family history of such occurrences, please consult a physician.

Repetitive Strain Injuries

To minimize the risk of Repetitive Strain Injury (RSI) when texting or playing games with your phone:

- Do not grip the phone too tightly.
- Press the buttons lightly.
- Use the special features which are designed to minimize the times of pressing buttons, such as Message Templates and Predictive Text.
- Take many breaks to stretch and relax.

Emergency Calls

This phone, like any wireless phone, operates using radio signals, which cannot guarantee connection in all conditions. Therefore, you must never rely solely on any wireless phone for emergency communications.

Loud Noise

This phone is capable of producing loud noises, which may damage your hearing. Turn down the volume before using

headphones, Bluetooth stereo headsets or other audio devices.

Phone Heating

Your phone may become warm during charging and during normal use.

Electrical Safety

Accessories

Use only approved accessories.

Do not connect with incompatible products or accessories.

Take care not to touch or allow metal objects, such as coins or key rings, to contact or short-circuit in the battery terminals.

Never puncture the surface of the battery with sharp objects.

Connection to a Car

Seek professional advice when connecting a phone interface to the vehicle electrical system.

Faulty and Damaged Products

Do not attempt to disassemble the phone or its accessories.

Only qualified personnel can service or repair the phone or its accessories.

If your phone (or its accessories) has been submerged in water, punctured, or subjected to a severe fall, do not use it until you have taken it to be checked at an authorized service center.

CTIA Requirements

- Do not disassemble or open crush, bend or deform, puncture or shred.
- Do not modify or remanufacture, attempt to insert foreign objects into the battery, immerse or expose to water or other liquids, expose to fire, explosion or other hazard.
- Only use the battery for the system for which it is specified.
- Only use the battery with a charging system that has been qualified with the system per CTIA Certification Requirements for Battery System Compliance to IEEE 1725. Use of an unqualified battery or charger may present a risk of fire, explosion, leakage, or other hazard.
- Do not short circuit a battery or allow metallic conductive objects to contact battery terminals.
- Replace the battery only with another battery that has been qualified with the system per this standard, IEEE-Std-1725.

Use of an unqualified battery may present a risk of fire, explosion, leakage or other hazard.

- Promptly dispose of used batteries in accordance with local regulations.
- Battery usage by children should be supervised.
- Avoid dropping the phone or battery. If the phone or battery is dropped, especially on a hard surface, and the user suspects damage, take it to a service center for inspection.
- Improper battery use may result in a fire, explosion or other hazard.
- The phone shall only be connected to CTIA certified adapters, products that bear the USB-IF logo or products that have completed the USB-IF compliance program.

Radio Frequency Interference

General Statement on Interference

Care must be taken when using the phone in close proximity to personal medical devices, such as pacemakers and hearing aids.

Pacemakers

Pacemaker manufacturers recommend that a minimum separation of 15 cm be maintained between a mobile phone and a pacemaker to avoid potential interference with the pacemaker. To achieve this, use the phone on the opposite ear to your pacemaker and do not carry it in a breast pocket.

Hearing Aids

People with hearing aids or other cochlear implants may experience interfering noises when using wireless devices or when one is nearby.

The level of interference will depend on the type of hearing device and the distance from the interference source. Increasing the separation between them may reduce the interference. You may also consult your hearing aid manufacturer to discuss alternatives.

Medical Devices

Please consult your doctor and the device manufacturer to determine if operation of your phone may interfere with the operation of your medical device.

Hospitals

Turn off your wireless device when requested to do so in hospitals, clinics or health care facilities. These requests are designed to prevent possible interference with sensitive medical equipment.

Aircraft

Turn off your wireless device whenever you are instructed to do so by airport or airline staff.

Consult the airline staff about the use of wireless devices onboard the aircraft. If your device offers a 'flight mode', this must be enabled prior to boarding an aircraft.

Interference in Cars

Please note that because of possible interference with electronic equipment, some vehicle manufacturers forbid the use of mobile phones in their vehicles unless a hands-free kit with an external antenna is included in the installation.

Explosive Environments

Gas Stations and Explosive Atmospheres

In locations with potentially explosive atmospheres, obey all posted signs to turn off wireless devices such as your phone or other radio equipment.

Areas with potentially explosive atmospheres include fueling areas, below decks on boats, fuel or chemical transfer or storage facilities, and areas where the air contains chemicals or particles, such as grain, dust, or metal powders.

Blasting Caps and Areas

Power off your mobile phone or wireless device when in a blasting area or in areas posted power off “two-way radios” or “electronic devices” to avoid interfering with blasting operations.