ZTE V72
User Manual

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Version No.: R1.0
Edition Time: 2013.01
Manual No.:

We offer self-service for our smart terminal device users. Please visit ZTE official website www.zte.com.cn for more information on self-service and supported product models. Information subjects to the website.

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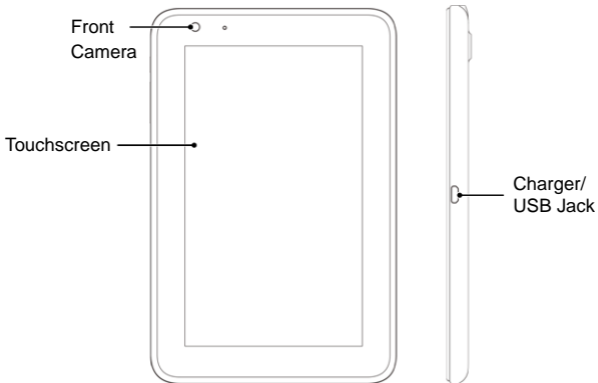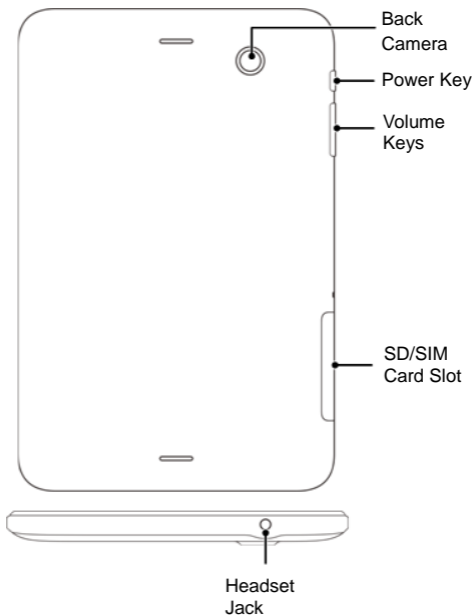
Knowing the Keys

Key	Function
Power Key	• Press and hold to turn on or off silent, vibration or Airplane mode, Power off or Reset. • Press to switch your device to Sleep mode. • Press to wake up your device.
Volume Keys	Press or hold to turn the volume up or down.

Installing the SIM Card, microSD Card, and Battery

First, install the SIM card, microSD memory card as described below.

Switch off your device before installing or replacing the SIM card.

1. Remove the jack rubber cover.

2. Insert your SIM card into the SIM slot.

NOTE:

> Do not remove or install the SIM card while the power cable is plugged. Removing the SIM card while switch on leads to a reboot.

3. Insert your memory card into the memory card slot.
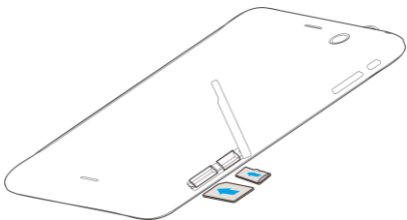
NOTE:

microSD logo is a trademark of the SD Card

Association.

4. Press the cover gently back into place.

Charging the Battery

The new battery is not fully charged. For the first time usage, you should charge the battery.

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

1. Connect the adapter to the charger jack. Ensure that the adapter is inserted with the correct orientation. Do not force the connector into the charger jack.
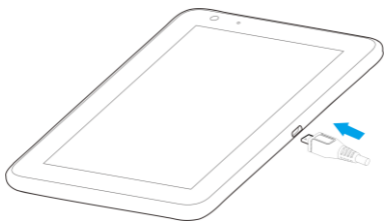
2. Connect the charger to a standard AC wall outlet.

3. Disconnect the charger when the battery is fully charged.

How much charge have you got?

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

If the device is on, you'll see this charging icon ⚡/⚡ appear on the status bar.

Powering On/Off

Make sure the SIM card is in your device and the battery is charged.

- Press and hold the **Power Key** to turn on your device.

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

Setting Up for the First Time

When you first power on your device 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. Configure the date and time options, and touch **Next**.
3. Touch **Add account** to create a Google Account or touch **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 device 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.

Locking/Unlocking the Screen and Keys

Your device allows you to quickly lock the screen and keys 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 device 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 device screen is off.

To unlock the screen and keys:

1. Press the **Power Key** to turn the screen on.

2. Drag 🔒 to 🔓 to unlock the screen and keys. You can also drag 🔒 to 📷 to open the camera and start taking photos immediately.

NOTE: If you have set an unlock pattern, PIN or password for your device (see chapter *Settings – Personal – Security*), you'll need to draw the pattern or enter the PIN/password to unlock your screen.

Using the Touch Screen

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

• Touch

  When you want to type using the onscreen keyboard, select items onscreen 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 device sideways.

Getting to Know the Home Screen

The home screen is the starting point for your device'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.

Status & Notification — Google Search — Widgets — Shortcut — Back Key — Home Key — Recent apps
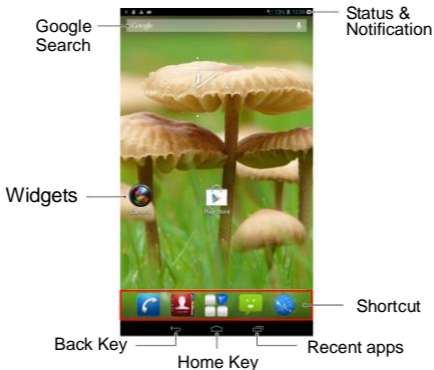
- **Home Key**: Touch to return to the Home Screen from any application or screen.
- **Recent apps**: Touch to view the recent apps.
- **Back Key**: Touch to go to the previous screen.

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 > ** > **Settings > Language & input > Language**.
2. Select the language you need.

Setting the Date and Time

1. Touch the **Home Key > ** > **Settings > Date & time**.
2. Clear the **Automatic date & time** and **Automatic time zone** check boxes 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 ringtone for incoming calls and default notification sound quickly.

1. Touch the **Home Key > ** > **Settings > Audio profiles > General/Outdoor**.
2. Touch **Voice/Video call ringtone** or **Default notification**.
3. Scroll through the ringtone list and select the ringtone you

want to use.

4. Touch **OK**.

Adjusting Volumes

1. Touch the **Home Key > ⊞ > Settings > Audio profiles > General/Outdoor > Volumes**.

2. Adjust the volume for the ringtone and notification volume, and the alarm volume.

3. Touch **OK** to save.

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

To enable the silent or vibration mode:

You can set the device to the silent or vibration mode by using one of the following methods.

• Press and hold the **Power Key** and then touch 🔏 to enable the silent mode, touch 📳 to enable the vibration mode, or touch 🔊 to disable the silent mode.

• Press the **Volume Keys** up and down to adjust the volume and set up silent or vibrate mode.

Applying New Wallpapers

You can set the wallpaper for the Home Screen or Lock

Screen.

1. Touch the **Home Key >** **> Settings > Display > Wallpaper**.

2. Select a wallpaper source from **Gallery**, **Live Wallpapers**, **Video Wallpapers** or **Wallpapers** and choose the image or animation you want to use as the wallpaper. Some cropping may be needed for **Gallery** images.

Changing Screen Brightness

1. Touch the **Home Key >** **> Settings > Display > Brightness**.

2. Hold and move the bar to adjust the screen brightness manually.

3. Touch **OK**.

Protecting Your Device With Screen Locks

You can protect your device by creating a screen lock. When enabled, you need to draw a pattern or enter a numeric PIN or password to unlock the device's screen and keys.

1. Touch the **Home Key >** **> Settings > Security**.

2. Touch **Screen lock**.

3. Touch **None**, **Slide**, **Face Unlock**, **Pattern**, **PIN** or **Password**.

- ► 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.

The next time you turn on your device or wake up the screen, you must draw your unlock pattern or enter your PIN or password to unlock it.

IMPORTANT: Screen lock options are listed in the approximate order of the strength of their security, starting with **None** and **Slide**, which provide no security. Pattern provides minimal security, although it can be more convenient than the stronger options.

Protecting Your Device With Encryption

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

WARNING! Encryption is irreversible. The only way to revert to an unencrypted device is to perform a factory data reset, which erases all your data.

Encryption provides additional protection in case your device 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:

1. Set a lock screen PIN or password.
2. Charge the battery.
3. Plug in your device.
4. 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 > > Settings > Security > Encrypt tablet**.
2. Read the information about encryption carefully.

   The **Encrypt tablet** button is dimmed if your battery's not charged or your device's not plugged in.

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

   WARNING! If you interrupt the encryption process, you will lose data.

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

The encryption process starts and displays its progress.

Encryption can take an hour or more, during which time your device 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 device, to decrypt it.

Knowing the Basics

Monitoring the Device Status

The status bar at the top of the home screen provides device and service status information on the right side. You can monitor the device status by checking the following status icons.

G	GPRS connected		No signal
E	EDGE connected		Signal strength
3G	3G connected		Mobile data in use
	Airplane mode		Ringer off
	Device microdevice off		Vibrate mode
	Battery flat		Bluetooth on
	Battery low		Connected to a Wi-Fi network
	Battery partially drained		Wi-Fi in use
	Battery full		Alarm set
	Battery charging		No SIM card installed

Managing Notifications

Notification Icons

The status bar at the top of the home screen provides notification alerts on the left. You can view the following notification icons.

😕	New SMS	📇	microSD card unmounted
😕	New MMS	📇	microSD card removed
✉	New Email	🗓	Upcoming event
M	New Gmail message	📶	New Wi-Fi network detected
talk	New Google Talk instant message	⬇	Downloading data
⚠	Problem with SMS/MMS delivery	⬆	Sending data
☎	Missed call	📶	Portable Wi-Fi hotspot or Wi-Fi direct is on
⇵	USB connected	◉	GPS on
▶	Song is playing	⬇	Updates available

Opening/Closing 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 device 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 up from the bottom of the screen.

• To close the notification panel, swipe your finger down the screen or touch the **Back Key**.

Responding to or Remove a Notification

In the notification panel, you can respond to a notification or remove the notifications.

• To respond to a notification, just touch it.

• To remove a notification, swipe it sideways.

• To remove all notifications, touch ✕ in the top right corner.

Most apps that send notifications, such as Gmail and Google Talk, have notification settings that you can adjust.

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

Managing Shortcuts and Widgets

Adding Shortcuts and Widgets

1. Touch the **Home Key >** ⊞.
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.

Moving Shortcuts or Widgets

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

Removing Shortcuts or Widgets

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

Adjusting Widget Size

1. Touch and hold a widget on the Home Screen and then release it.
2. An outline appears on 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 in a folder.

Creating a Folder

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

Renaming a Folder

1. Touch a folder to open it.
2. Touch the folder name field (**Unnamed Folder**) and enter a new name.

Adding Shortcuts to a Folder

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

Removing 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 visible from all extended Home Screens. You can drag apps, shortcuts, folders, and other priority items beside the [icon] 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 and drag it onto the favorites tray.

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

Changing Input Methods

1. When you use the onscreen keyboard to enter text, the icon

appears on the notification bar.

2. Touch the icon ⌨ to open the notification panel and touch **Choose input method**.

3. Select an input method you need.

Android Keyboard

The Android Keyboard provides a layout similar to a desktop computer keyboard. Turn the device sideways and the keyboard will change from portrait to landscape. The landscape keyboard is not supported in all applications.
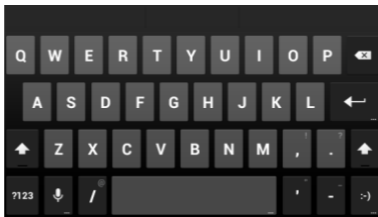
- Touch the alphabetic keys to enter letters. Touch and hold some specific keys to enter associated accented letters or numbers. For example, to enter È, touch and hold E and the available accented letters and number 3 appear. Then slide to choose È.

- Touch ⇧ to use uppercase. Double-tap ⇧ to lock uppercase. This key also changes to indicate the current

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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 on top of the keyboard.

- Touch and hold 😊 and then swipe to choose the emoticons.

- Touch 🎤 to use Google's networked voice input.

- Touch and hold 🎤 to change the input languages or set up the Android keyboard.

TouchPal Keyboard

TouchPal Keyboard offers three layouts: **Full QWERTY**, **12-Key DevicePad** and **CooTek T+**. You can swipe left or right on the TouchPal keyboard to switch the layout.

You can also use TouchPal Curve™ to speed up text input by replacing the key tapping motion of input with a tracing gesture where you move your finger from letter to letter without lifting the finger until you reach the end of the word.

To Switch the Keyboard Layout:

1. Touch the **Home Key > 📱 > Settings > Language & input > TouchPal Keyboard (Pad) 📱 > Keyboard layout**.

2. Touch the **Swipe layout** check box.

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3. In the TouchPal keyboard screen, touch and clear the **Curve** box, and then touch **Close**.

4. Swipe left or right on the TouchPal keyboard to select the **Full QWERTY**, **12-Key DevicePad** or **CooTek T+** layout.

Touching Input Settings

Choose the touch input settings by touching the **Home Key > > 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/copy/paste:** Select the text you want to manipulate. Then touch the Cut , Copy , or Paste button.

Opening and Switching Apps

Opening an App

1. Touch the **Home Key >** ![icon].
2. Slide left or right on the screen and touch an app to open it.

Opening Recent Apps

1. Touch **Home Key >** ![icon].

   A list of the names and thumbnails of apps you've used recently opens. If you've been using more apps recently than can fit on the screen, you can scroll the list up and down.

2. Touch a thumbnail to open that app.

   You can swipe a thumbnail sideways to remove it from the list.

Connecting to Networks and Devices

Connecting to Mobile Networks

Selecting Network Operator

1. Touch the **Home Key >** **> Settings > More > Mobile networks > Network operators**.
2. Touch **Select manually** 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.

Controlling Mobile Data Use

To Enable or Disable Data Access:

1. Touch the **Home Key >** **> Settings > More > Mobile networks**.
2. Tick the **Data enabled** check box to enable data access over the mobile network. Clear the check box to disable data access.

To Get Data Services when Roaming:

1. Touch the **Home Key >** **> Settings > More > Mobile networks**.
2. Tick the **Data roaming** check box.

IMPORTANT: Data roaming may incur significant roaming charges.

Setting 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 >** **> Settings > More > Mobile networks > Access Point Names**.
2. Touch **> New APN**.
3. Touch each item to enter the information you get from your service provider.
4. Touch **Save** to complete.

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

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

1. Touch the **Home Key >** **> Settings > Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **ON** position to turn on Wi-Fi.

The Wi-Fi networks that your device has detected are displayed with their names and security settings. If your device finds a network that you connected to previously, it connects to it.

3. Touch a network name to connect to it.

NOTE: If the network is secured, you're prompted to enter a password or other credentials. (Ask your network administrator for details.)

Getting Notified of Open Networks

1. Touch the **Home Key** > **> Settings > Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **ON** position.
3. Touch **> Advanced**.
4. Tick the **Network notification** check box.

When Wi-Fi is on, you receive notifications in the Status bar when your device detects an open Wi-Fi network. Clear the check box to turn off notifications.

Adding a Wi-Fi Network

You can add a Wi-Fi network if the network does not broadcast its name (SSID), or to 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** > **> Settings > Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **ON** position.

3. Touch ![plus icon].

4. Enter the network SSID (name). If necessary, enter security or other network configuration details.

5. Touch **Save**.

Forgetting a Wi-Fi Network

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

1. Touch the **Home Key >** ![icon] **> Settings > Wi-Fi**.

2. Slide the **Wi-Fi** switch to the **ON** position.

3. Touch the Wi-Fi network name and then touch **Forget**.

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.

Connectting to a Wi-Fi Direct Device

1. Touch the **Home Key >** ![icon] **> Settings > More > Tethering & portable hotspot**.

2. Tick the **Portable Wi-Fi hotspot** check box to turn on Wi-Fi direct.

3. Your device 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 device.

5. Touch **Connect**.

   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.

Connecting to Bluetooth Devices

Bluetooth® is a short-range wireless communication technology. 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.

Turning Bluetooth On/Off

1. Touch the **Home Key > ⊞ > 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.

Making Your Device Visible

In order to work with other devices or devices that have Bluetooth,

you need to make your device 'visible' to them.

1. Touch the **Home Key > ⊞ > Settings > Bluetooth**.
2. Slide the **Bluetooth** switch to the **ON** position.
3. Touch your device name on the top of the screen to make your device visible or invisible.

NOTE: Touch ⏹ **> Visibility timeout** to set the Bluetooth visibility timeout of your device.

Changing the Device Name

When your device is visible to other Bluetooth devices it will be seen by its name and you can make that anything you want – like 'Ben's Device'.

1. Touch the **Home Key > ⊞ > Settings > Bluetooth**.
2. Slide the **Bluetooth** switch to the **ON** position.
3. Touch ⏹ **> Rename tablet**.
4. Edit the name and touch **Rename**.

Pairing with a Bluetooth Device

1. Touch the **Home Key > ⊞ > Settings > Bluetooth**.
2. Slide the **Bluetooth** switch to the **ON** position.
3. Touch **SEARCH FOR DEVICES**. Your device scans for and displays the IDs of all available Bluetooth devices in range.
4. Touch the device you want to pair with.

Follow the instructions to complete the pairing. If you're prompted to enter a pass code, try entering 0000 or 1234 (the most common pass codes), or consult the documentation that came with the device.

Connecting to a Bluetooth Device

Once you've paired with a Bluetooth device, you can connect to it manually; for example, to switch devices or to reconnect after it is back in range.

1. Touch the **Home Key > > Settings > Bluetooth** and make sure Bluetooth is turned on.
2. In the list of paired devices, touch a paired but unconnected device.

Disconnecting a Bluetooth Device

1. Touch the **Home Key > > Settings > Bluetooth** and make sure Bluetooth is turned on.
2. In the list of paired devices, touch a paired and connected device.
3. Touch **OK** to disconnect it.

Unpairing From a Bluetooth Device

You can make your device forget its pairing connection with another Bluetooth device. To connect to the device again, you may need to enter or confirm a passcode again.

1. Touch the **Home Key > > Settings > Bluetooth** and make sure Bluetooth is turned on.

2. In the list of paired devices, touch the icon 🔳 beside the Bluetooth device you want to unpair from.

3. Touch **Unpair**.

Connecting to Your Computer via USB

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

Connecting Your Device to a Computer via USB

1. Connect your device to the PC with a USB cable.

2. Open the Notification panel and touch the 🔳 icon.

3. Touch **Default connect type**, choose one of the following options:

   ▶ **Charge only:** The USB cable only used for charging.

   ▶ **Connect to PC software:** Sync the tablet with PC the computer.

   ▶ **MTP mode** (Media device)**:** Transfer media files on Windows.

   ▶ **PTP mode** (Camera)**:** Transfer photos using camera software, and transfer any files on the computers that don't support MTP.

   ▶ **Use mobile network:** Use the tablet as a USB modem.

▶ **Install driver:** Install the driver of the tablet in computer.

Disconnecting Your Device From the Computer

To disconnect the device from the computer, simply unplug the USB cable when you're finished.

Removing the microSD Card From Your Device

If you need to remove the microSD card while the device is on, you must unmount it first.

1. Touch the **Home Key > ⊞ > Settings > Storage**.
2. Slide down the screen and touch **Unmout SD card**.
3. You can now safely remove the microSD card from the device.

Sharing Your Mobile Data Connection

You can share your device's data capabilities through tethering or by activating the mobile hotspot feature to create a portable Wi-Fi hotspot.

Sharing Your Mobile Data Connection via USB

1. Connect your device to your computer with a USB cable.
2. Open the Notification panel and touch the 🔧 icon.

3. Select **Use mobile network** in USB options. A new network connection will be created on your computer.

4. To stop sharing your data connection, select the other connection type or disconnect the USB cable.

Sharing Your Mobile Data Connection via Bluetooth

If your computer can obtain an Internet connection via Bluetooth, you can configure your device to share its mobile data connection with your computer.

1. Pair your device with your computer via Bluetooth.

2. Configure your computer to obtain its network connection via Bluetooth. For more information, please see your computer's documentation.

3. Touch the **Home Key > ⊞ > Settings > More > Tethering & portable hotspot**.

4. Tick the **Bluetooth tethering** check box. Your computer is now sharing your device's data connection.

5. To stop sharing your data connection, uncheck **Bluetooth tethering**.

Sharing Your Mobile Data Connection as a Wi-Fi Hotspot

You can share your device's data connection with other devices by turning your device into a portable Wi-Fi hotspot. The feature needs data connection on a mobile network and may result in

data charges.

NOTE: When the portable Wi-Fi hotspot feature is enabled, you cannot use your device's applications to access the Internet via its Wi-Fi connection. You still remain connected to the Internet via your mobile data network.

1. Touch the **Home Key >** **> Settings > More > Tethering & portable hotspot**.

2. Tick the **Portable Wi-Fi hotspot** check box.

   After a moment, the device starts broadcasting its Wi-Fi network name (SSID).

3. To stop sharing your data connection, uncheck **Portable Wi-Fi hotspot**.

Renaming or Securing Your Wi-Fi Hotspot

You can change the name of your device's Wi-Fi network name (SSID) and secure your portable Wi-Fi hotspot.

1. Touch the **Home Key >** **> Settings > More > Tethering & portable hotspot > Set up Wi-Fi hotspot**.

2. Set your name and security options as follows:

   ▸ **Network SSID:** Enter or edit a network SSID (name) that other devices see when scanning for Wi-Fi networks.

   ▸ **Security:** Choose a security option: **Open** (not recommended), **WPA PSK** or **WPA2 PSK** (other users can access your mobile hotspot only if they enter the correct password). When you select **WPA PSK** or **WPA2 PSK**, touch the **Password** field to edit the security

password.

▸ **Password:** Edit the security password

3. Touch **Save** to save your settings.

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.

Adding a VPN

1. Touch the **Home Key > 🔡 > Settings > More > VPN**.
2. Touch **Add VPN network** and fill in the information provided by your network administrator.
3. Touch **Save**.

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

Connecting to a VPN

1. Touch the **Home Key > 🔡 > 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.

Modifying a VPN

1. Touch the **Home Key > ⊞ > 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**.

Deleting a VPN

1. Touch the **Home Key > ⊞ > Settings > More > VPN**.
2. Touch and hold the VPN that you want to delete.
3. Touch Delete network.

Device Calls

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

Placing and Ending Calls

Placing a Call by Dialing

1. Touch the **Home Key >** .

2. In the dialler tab , enter the device number with the on-screen keypad. Touch to delete wrong digits.

   NOTE: As you enter digits, your device 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 Device icon below the keypad to dial.

TIP: To make an international call, touch and hold the 0 key to enter the plus (+) symbol. Then enter the international prefix for the country, followed by the full device number.

Ending a Call

During a call, touch on the screen.

Answering or Rejecting Calls

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

Answering a Call

When you receive a device call, drag 📲 over 📞 to answer the call.

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

Rejecting a Call

When you receive a device call, drag 📲 over 📞 to reject the call.

You can also drag 📲 over 😃 to reject the call and send a preset text message to the caller.

TIP: To edit the text response from within the Device app, touch
▮ **> Settings > Other 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, you can touch the **Home Key >** 📞 and touch the 🕐 tab.

Placing 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.

Adding 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**.

Taking 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 📱 **> Edit number before call** to edit the number in the dialer before calling it.
   ▸ Touch 📩 to send a message.

▸ Touch 🔳 to add the number as a contact.

Deleting the Call Log

1. Open the call log.

2. Touch ▌ **> Delete**.

3. Select one call log or touch 🔳 .

4. Touch 🗑

NOTE: You can also touch a number in the call log screen, and touch ▌ **> Remove from call log** to delete the call log of the number.

Calling Your Contacts

Calling a Contact

1. Touch the **Home Key >** 🔳 and then touch the Contact tab 🔳.

2. Flick the screen up or down to view all your contacts with device numbers.

   TIP: You can search for a contact by touching 🔍 on the screen.

3. Touch a contact or number to call it.

Calling a Favorite Contact

1. Touch the **Home Key >** 📞 and then touch the Contact
    tab 👤.
2. Your favorite contacts and frequently called contacts or
    numbers are listed on the top of the screen. Touch a
    contact or number to call it.

Checking Voicemail

1. Touch the **Home Key >** 📞.
2. Enter your voicemail number and dial.
3. Follow the voice prompts to listen to and manage your
    voicemail messages.

NOTE: To set your voicemail service, touch ▤ **> 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 turn on/off the speaker.

*   Touch 🎤 to mute /unmute your microdevice.

*   Touch 📞 to make another call separately from the first call,
    which is put on hold.

- Touch ⊞ to switch to the dialer, for example to enter a code.
- Touch ⏸ to hold or unhold the current call.
- Touch ⟳ to switch to another call in progress.
- Touch ⤼ to merge separate calls as a single conference call.
- Touch ⏽ to record the call.
- Touch ⬛ to end the current call.

WARNING! Because of higher volume levels, do not place the device near your ear during speakerdevice 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 supports and may result in additional charges. Please contact your service provider for more information.

Switching Between Current Calls

When you're on a call, your device screen informs you that another call is coming in and displays the caller ID.

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

Drag 📞 over 📞 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.

Setting 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 and dials the second number.)

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 📞.

Adjusting Your Call Settings

Using Fixed Dialing Numbers

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

1. Touch the **Home Key >** 📞 **>** ▌ **> Settings > Other Settings > Fixed Dialing Numbers**.

2. 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 cause the device to lock. Contact the service provider for assistance.

Editing Quick Response to Rejected Callers

1. Touch the **Home Key >** 📞 **> ⦙ > Settings > Other Settings > Quick responses**.
2. Touch the text message to edit it.

Setting Speed Dials

You can touch and hold the 1 ~ 9 key 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 >** 📞 **> ⦙ > Speed dial**.
2. Touch a speed dial key.
3. Enter a device number or select one from the contact list.
4. Touch **OK**.

Barring Certain Calls

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

1. Touch the **Home Key >** **>** **> Settings > Video Call > Call Barring**.
2. Set the restriction of specific types of calls from your device.

Forwarding Incoming Calls

Call forwarding feature allows you to forward your incoming calls to another device number.
1. Touch the **Home Key >** **>** **> Settings > Video Call > Call forwarding**.
2. 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 >** **>** **> Settings > Voice Call > Additional settings**.
2. 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 >** **>** **> Settings > Internet Call > Accounts**.

2. Touch **Add account**.
3. Follow the instructions from your Internet calling service provider to configure the settings for your account.
4. Touch **SAVE**.

To Configure which Calls Use Internet Calling:

You can configure your device to place all calls using Internet calling (when you're connected to a Wi-Fi network), just calls to Internet calling addresses, or to ask each time you place a call.

1. Touch the **Home Key >** 📞 **>** ☰ **> Settings > Internet Call**.
2. Touch **Use Internet calling**.
3. Touch the Internet calling option you want.

To Configure Your Device to Receive Internet Calls:

By default, your device is configured to make Internet calls, but not to ensure that you will receive them. But you can configure your device to listen for Internet calls made to an Internet calling account you added to your device.

1. Touch the **Home Key >** 📞 **>** ☰ **> Settings > Internet Call > Accounts**.
2. Tick the **Receive incoming calls** check box. Checking this setting will reduce your battery life between charges.

People

You can add contacts on your device 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 **FAVORITES** contacts.

Opening Your Contact List

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 on 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, device numbers, email addresses, and other information.

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

Setting up Your Own Profile

You can create your own name card in your device.

1. Touch the **Home Key >** 🔲 **>** 👤 and touch the **All contacts** tab.

2. Scroll to the top of the screen and touch 🔋 **> Edit**.

3. Edit your profile information and touch **DONE** ✓.

Importing, Exporting, and Sharing Contacts

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

Importing Contacts From the SIM Card

1. Touch the **Home Key >** 🔲 **>** 👤.

2. Touch 🔋 **> Import/export > Import from SIM card**.

3. Select an account to save the contacts.

4. Touch to select the contacts you need and then touch ✓.

Importing Contacts From the microSD Card

1. Touch the **Home Key >** 🔢 **>** 🔍.

2. Touch **Import/export > Import from storage**.

3. Select an account to save the contacts.

4. Select the vCard file(s) in the microSD card and touch **OK**.

Exporting Contacts to the SIM Card

1. Touch the **Home Key >** 🔢 **>** 🔍.

2. Touch **Import/export > Export to SIM card**.

3. Touch to select the contacts you need and then touch ✓.

Exporting Contacts to the microSD Card

1. Touch the **Home Key >** 🔢 **>** 🔍.

2. Touch **Import/export > Export to storage**.

3. The device will prompt you with the name of the vCard file. Touch **OK** to create the file in the microSD card.

Sharing Contacts

1. Touch the **Home Key >** 🔢 **>** 🔍 and touch the **All contacts** tab.

2. Touch 🔢 **> Share**.

3. Touch to select the contacts you want to share and then touch .

4. Choose to share the contacts via **Bluetooth**, **Email**, **Gmail**, **MMS**, **SD Card** or **SMS**, etc.

Working With Favorite Contacts

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

Adding a Contact to Favorites

You can add the contacts used frequently to **FAVORITES**, so you can find them quickly.

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

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

Removing a Contact From Favorites

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

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

Working With Groups

Viewing 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 the groups you create.
3. Touch a group to view its members.

NOTE: To send messages to the group members, you can select message recipients from the listed and touch ▤ next to the group members.

Adding a New Group

1. Touch the **Home Key >** ⊞ **>** 👤 and touch the contact **GROUPS** tab.
2. Touch 👥 to create a new group.
3. Touch the account field on the top of the screen to choose an account for the group.
4. Enter the group name and touch **DONE** ✓.

Adding Members to a Group

1. Touch the **Home Key >** ⊞ **>** 👤 and touch the contact **GROUPS** tab.

2. Touch a group and then touch 🔡.

3. Touch to select the contacts you need as the group members.

4. Touch **DONE** ✅.

Deleting a Group

1. Touch the **Home Key** > 🔲 > 👤 and touch the contact **GROUPS** tab.

2. Touch a group and then touch ▤ > **Delete**.

3. Touch **OK** to disband the group. The contacts in the group will not be deleted.

Editing a Group

1. Touch the **Home Key** > 🔲 > 👤 and touch the contact **GROUPS** tab.

2. Touch a group and then touch ▤.

3. Touch **Rename 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** > 🔲 > 👤.

2. Touch 🔍 at the top of the screen.

3.   Input the contact name you want to search for. The contacts matched will be listed.

Editing Contacts

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

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

To delete several contacts, you can:
1.   Touch **> Select item(s)** in the **ALL** contacts screen.
2.   Touch to select the contacts you want to remove.
3.   Touch to delete.

Email

Touch ![icon] in the Home Screen and select **Email**. Use it to read and send emails from services other than Gmail.

Setting up the First Email Account

1. When you open **Email** for the first time, enter your email address and password and then touch **Next**.

   NOTE: Your device will connect to the Internet and verify incoming and outgoing server settings before proceeding to the next step. If the email service provider is not a popular one, you need to select the type of your account and edit the settings for incoming and outgoing servers. Please contact your mobile service provider and email service provider for more information.

2. Set the email checking frequency, download options, account name and other settings. Touch **Next** when you finish.

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

TIP: To add more email accounts, open **Email** to get the Inbox screen. Then touch ![icon] **> Account settings** and touch **ADD ACCOUNT** at the top right of the screen.

Checking Your Emails

Your device 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.

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.

Relying to or Forwarding an Email

1. Open the email you want to reply to or forward from Inbox.
2. Touch ↰ **> Action** and do the following as you need:

To…	do…
Reply to the sender,	Touch **Reply**.
Reply to the sender and all recipients of the original message,	Touch **Reply all**.
Forward the message,	Touch **Forward**.

3. Edit your message and touch ➤.

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

Deleting 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 before the messages and then touch 🗑 **> OK**.

Writing and Sending an Email

1. Open your email Inbox.
2. Touch to open the compose screen.
3. If you have more than one email accounts added on the device, touch the sender line to select the account you want to use for sending the message.
4. 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.

5. Enter the email subject and compose the email text.

6. Touch to add audio files, images, videos and other types of files as attachment.

7. Touch at the top right of the screen to send the message.

Adding Signature to Your Emails

You can set a few lines of plain text as signature for every outgoing email message from an account, such as your name and contact information.

1. Open the **Email** app.

2. Touch **> Account settings** and select the account you want to add signature to.

3. Touch **Signature** and enter the text.

4. Touch **OK**.

Adding and Editing Email Accounts

Adding 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 **> Account settings** and touch **ADD ACCOUNT** at the top right of the screen.

3. Set up the account as you would with the first one.

Editing 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, and details about the servers the account uses to send and receive mails.

1. Open **Email** to get the Inbox screen.

2. Touch **> Account 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.

Removing an Email Account

1. Open **Email** to get the Inbox screen.

2. Touch **> Account settings** and touch the account you want to remove.

3. Touch **Remove account > OK**.

Changing General Email Settings

General settings apply to all email accounts you add.

1. Open **Email** to get the Inbox screen.

2. Touch ▐ > **Account settings** > **General**.

3. Make the changes you want and touch the **Back Key** when you're finished.

Gmail^{TM}

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

NOTE: This feature may not be available in certain region or with certain service provider.

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 ↻ on the screen to refresh your Inbox and download new messages.

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 device, 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 drop-down menu, 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, touch ⊜ and select a file from the image gallery.

6. Touch ➤ at the top right of the screen to send the message.

Adding Signature to Your Gmail Messages

You can set a few lines of plain text as signature for every outgoing Gmail message. The signature you set on the device is independent of the signature you use for Gmail on the web.

1. Open the **Gmail** app.

2. Touch **⁝ > Account settings** and select the account you want to add signature to.

3. Touch **Signature** and enter the text.

4. Touch **OK**.

Replying to or Forwarding a Message

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

2. Touch **◀ > Action** and do the following as you need:

To…	do…
Reply to the sender,	Touch **Reply**.
Reply to the sender and all recipients of the original message,	Touch **Reply all**.
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 that attachment on the message screen.

Depending on the attachment type, the applications installed on your device as well as your settings, you may preview, view,

play, save the attachment, or check information about the attachment.

Searching for Messages

You can search for messages using words that appear in addresses, subjects, labels, or contents.

NOTE: If you search while the device doesn't have an active Internet connection, only messages synchronized onto your device can be searched.

1. Open the **Gmail** app and touch 🔍.
2. Enter the words to search for and touch **Search** or the search icon on the screen keyboard.

   As you type, suggestions may appear below the search field. You can touch a suggestion to search for it right away, or touch the arrow next to it to add its text to the search field.
3. In the search results, touch the message you need and work with it just as you would with any Gmail message.

Working With Labels

Message labels named as **Sent**, **Starred**, and **Outbox**, etc. You can organize your emails by labeling them or adding stars to them. Labels also help you sort your messages to folders.

To label or change labels:

1. Open the **Gmail** app and touch the checkboxes in the

message list before the messages you want to label.

2. Touch the folder icon 📁 at the top of the screen.

3. Select label to move the message to the folder label.

To add stars to messages:

1. Open the **Gmail** app and touch the checkboxes in the message list before the messages you want to star.

2. Touch the star icon ⭐ at the top of the screen.

To view messages by label:

1. Open the **Gmail** app and view the label list.

2. Touch the label to view mess**a**ges with that label.

TIP: You can also touch the name of your account at the top of the screen. Then touch one of the labels listed in sections below account names.

Changing Gmail Settings

Touch ⋮ **> Account settings** in any Gmail screen to change **General** settings, which apply to all Gmail accounts, or other settings that only apply to specific accounts.

Messages

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

Opening the Messages Screen

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

Sending a Text Message

1. On the **Messaging** screen, touch ![icon] at the top.
2. Touch the **To** field, and enter the recipient's number or, if the recipient is stored in **People** as a contact, the first letters of the recipient's name. As matching contacts appear, you can touch a suggested recipient.
3. Touch the **Type message** field, and enter the contents of your text message.
4. Touch ![icon].

Replying to a Message

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

1. On the **Messaging** screen, touch the thread that has the message you want to reply to.
2. Type your reply in the text box at the bottom.
3. Touch ➤.

Forwarding a Message

1. On the **Messaging** 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 ➤.

Viewing Details about a Message

1. On the **Messaging** screen, touch the thread that has the message you want to read.
2. You can view the details of information about the message, such as message sender, recipient, or date.

Deleting Messages or Threads

To delete messages in a thread:

1. On the **Messaging** screen, touch a thread.
2. Touch ▊ **> Delete messages**.
3. Select the messages you want to delete.
4. Touch 🗑 at the top.
5. Touch **Delete**.

To delete message threads:

1. On the **Messaging** screen, touch and hold one thread you want to delete.
2. If there are more threads you want to delete, touch them one by one.
3. Touch 🗑 at the top.
4. Touch **Delete**.

Changing Message Settings

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

Calendar

Calendar on the device 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 device.

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

Viewing Your Calendars and Events

Changing Calendars

1. Open the **Calendar** app.
2. Touch ⦙ **> Hide/Show controls** to hide/unhide the calendar panel.
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.

Changing Calendar Views

You can view your calendars in different forms. The app offers view types: DAY, WEEK, MONTH, and AGENDA.

To change calendar views, touch the view type tab shown at the top left you prefer.

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

TIPS:

- 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.

Viewing 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.

   You can also touch a spot in Day or Week view to add an event to that time spot.

2. Add details about the event.

Enter a name, location, time span, and other additional details about the event.

NOTE: If you have more than one calendar, you can choose the calendar to which to add the event by touching the current calendar above the **Event name** box.

3. Touch **DONE** at the top of the screen to save the new event.

Editing or Deleting an Event

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

To…	do…
Edit the event,	touch 🖊 on the screen. Touch **DONE** to save your changes.
Delete the event,	touch 🗑 on the screen and then touch **OK**.

Changing Calendar Settings

To change Calendar settings, open a Calendar view (Day, Week, Month, or Agenda). Then touch ▌ **> Settings**.

You can change **General settings**, which apply to all accounts,

or other settings that only apply to specific accounts.

Google Talk

Google Talk is Google's instant messaging service. You can use it to communicate in real time with other people who also use Google Talk, on a device, on the web, or with a desktop application.

Signing Into See Your Friends

You must sign in to your Google account before you can use Google Talk.

Touch in the Home Screen and select **Talk**. The first time you launch **Talk**, touch the account you want to sign in with. Your friends list is displayed then.

NOTE: You remain signed in to Google Talk after launching the

Talk app even if you switch to other apps, until you explicitly

sign out. To sign out, go back to your friends list and touch **>**

Sign out.

Adding a Friend

1. In the friends list, touch at the top right of the screen.

2. Enter your friend's address and touch **DONE**.

Your friend's address in Google Talk is a Gmail or other email address that is configured to connect to Google Talk.

NOTE: If other people try to add you as a friend, you will receive a notification in the status bar and the invitation appears in your friends list. You can touch the invitation to **Accept**, **Decline**, or **Block**.

Changing Your Online Status

1. Touch your own entry at the top of your friends list.
2. In the screen that opens, touch your current status to change it (or to sign out of **Talk**).
3. Enter a status message or if you already have one, edit it.

   In addition to the standard status settings, you can also touch **Change to a recently-used status** to select a message that you've entered previously.
4. Touch the **Back Key** to return to your friends list.

Chatting With Friends

1. Touch a friend in your friends list. The chat screen for that friend opens.
2. Enter your message and touch ▶. You can also touch 🎤

   to initiate a voice chat if the friend is online.

Switching between Active Chats

If you have more than one chat going, you can switch between these chats in the following ways.

Touch the **Back Key** to return from one chat to the friends list. And then touch the other friend you want to chat with.

Using Group Chat

When you're chatting, you can invite additional friends to join a group chat.

1. On a chat screen, touch ▐ > **Add to chat**.
2. Touch the name of the friend to invite.

The friend you invited and the current participants receive an invitation to a group chat. Each one who accepts the invitation joins the group chat. In a group chat, everyone can see everyone else's messages. Group chats appear at the top of your friends list, with a group chat icon.

Ending the Chat

While on a chat screen, touch ▐ > **End chat**.

You can also touch ▐ > **End all chats** while in the friends list to end all active chats.

Changing Google Talk Settings

On any chat screen or the friends list, touch ▐ > **Settings** to change Google Talk settings for your account.

Google+

Google+ is a social networking service offered by Google. The

Google+ application on your device 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 instant upload and contact sync options.

Organizing Your Contacts

1. Open the **Google+** app.
2. Touch **Circles**.
3. Touch **People > Find & invite people**.
4. Touch 𝟂 next to a suggested person.
5. Touch an existing circle or select **Create a new circle**.

Getting Updates

1. Open the **Google+** app.
2. Touch **Stream**.
3. Swipe left or right to see different information shared with you by other users. Touch ⊟ **> Choose circles** to choose what groups of information are shown.

    ▸ **NEARBY** shows posts shared with you by users near your current location.

    ▸ **ALL CIRCLES**, **ACQUATANCES**, **FAMILY**,

FOLLOWING and **FRIENDS** show updates from people you've added to your circles.

▸ **WHAT'S HOT** shows popular posts on Google+.

Chatting With Contacts

You can chat with your Google+ contacts through instant messaging, similar to sending a text with the Messages app.

1. Touch **Messenger** in the **Google+** app or touch from the Home Screen **> Messenger**.
2. Touch to create a new message.
3. Touch to add recipients, they can be contacts or circles.
4. Enter the message.
5. Touch to send the message.

Checking Photos

You can see your own photo albums and those shared by other users.

Touch **Photos** in the **Google+** app to see all available albums.

Checking and Managing Your Profile

1. Touch **Profile** in the **Google+** app.
2. Swipe left or right to see your posts, personal info, and

photos.

► Touch the **ABOUT** tab and you can change your profile photo.

► Touch the **PHOTOS** tab and open a photo. You can add comments to it, delete it, or set it as your profile photo.

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.

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

Opening a Web Page or Search the Web

When you open **Browser**, the last web page you were viewing is displayed. If you have not used **Browser** recently, your home page opens. You can switch to another web page by doing the following.

1. 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.

2. Enter the address (URL) of a web page. Or enter terms you want to search for. As you enter text, your web search engine makes suggestions of web pages and queries. You can also touch the microdevice icon 🎤 to search by voice.

3. Touch a suggestion or touch 🔍 on the screen.

   If you touch a suggested page or enter an address and touch 🔍, that web page opens. If you touch a suggested

query, your web search engine opens with the results.

TIP: Touch the **X** to the right of the address box if you want to stop opening the page.

Setting the Homepage

Your home page opens when you open a new browser window, and when you start **Browser** after restarting your device or after not using it for a while.

1. Open the page you want to set as your home page.
2. Touch ▮ **> Settings > General > Set homepage**.
3. Touch **Current page** or one of the following options.

Blank page	Open browser windows without opening a web page by default. This can make new Browser windows open more quickly.
Default page	Set the factory default URL as the homepage.
Most visited sites	Every new browser window displays a list of your most visited sites for you to choose from.
Other	Type a URL as the homepage.

Getting Information about the Current Page

Touch the page icon, to the left of the address box.

Working With an Opened Page

While viewing most web pages, you can do the following operation.

Scroll	Swipe the screen in any direction.
Zoom out	Touch the screen with two fingers and pinch them together.
Zoom in	Touch the screen with two fingers and spread them apart.
Go back	Touch the **Back Key** to return to the page you've viewed previously in the same window.
Go forward	Touch ▤ **> Forward**.
Refresh the page	Touch ▤ **> Refresh**. Or touch the address box and then touch ↻.
Find text on the page	Touch ▤ **> Find on page** and type the terms you search for.
Send the page URL to friends	Touch ▤ **> Share page** and select how you want to send the URL.
Follow a link	Touch a link on the web page to open it.
Save the page for offline reading	Touch ▤ **> Save for offline reading > SAVED PAGES** to read them.

TIPS:

- Some web sites may redirect you to the mobile version of their web pages, which mostly do not support scrolling or zooming. If you want to view the desktop version, touch ▤ and check **Request desktop site**.
- Besides links, **Browser** also recognizes some device numbers, addresses, and similar information for you to act on. Try touching them and see what happens.

Using Multiple Browser Windows

You can open several browser windows at once and switch between multiple web pages.

To open a new browser window:

Touch ▦ at the top of the screen. A new browser window opens and the homepage is loaded.

To switch between windows:

Touch the thumbnail of the window you want to open.

TIP: Touch ☒ to close the window.

To use incognito window for privacy browsing:

Pages you view in incognito windows won't appear in your browsing history or search history. No trace will be left on your device once you close the window.

Touch ▤ **> New incognito tab**.

Downloading Files

Touch a link to a file or to another webpage or touch the thumbnail of the window you want to open.

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

Using Bookmarks

Save web URLs as bookmarks to open them easily in the future.

To open a bookmark, touch in a browser window and then touch the bookmark.

Bookmarking a Web Page

1. Open the web page.
2. Touch at the right of address box to save the web page to bookmarks.
3. Edit the bookmark label and address if necessary, or choose a different account.

   Touch the name beside **Add to** change the place where the bookmark will be stored.
4. Touch **OK**.

Editing a Bookmark

1. Touch **Bookmarks** ![star icon].

2. Touch and hold the bookmark to edit.

3. Touch **Edit bookmark**.

4. Edit the label, address, account, or location of the bookmark in the dialog that opens.

5. Touch **OK**.

Deleting a Bookmark

1. Touch **Bookmarks** ![star icon].

2. Touch and hold the bookmark to delete.

3. Touch **Delete bookmark**.

4. Touch **OK**.

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 ![menu icon] **> Settings**.

Maps, Navigation, Places, and Latitude

Activating Location Services

To use **Navigation**, **Places**, **Latitude**, and find your location on Google Maps, you must have location services turned on on your device.

1. Touch the **Home Key > ⊞ > Settings > Location services**.

2. Select the location options you want to use.

   Check **Google's location service** to use Wi-Fi and mobile networks to determine your approximate location; check **GPS satellites** to use GPS satellites to determine your location.

Getting Your Location

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

2. Touch ◉ at the top right.

The map centers on a blue blinking dot that indicates your location.

Searching for a Location

1. Touch ▦ in the Home Screen and select **Maps**.
2. Touch 🔍 on the screen.
3. Enter the place you're looking for in the search box at the top. You can enter an address, a city, or a type of business or establishment, for example, "museums in Shanghai." As you enter information, suggestions from your previous searches and from popular searches appear in a list below the search box. You can touch a suggestion to search for it.

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

4. Touch the search icon on the screen. Markers with letter labels indicating search results appear on the map.
5. Touch a marker to open a balloon that contains a label with summary information about the location.
6. Touch the balloon to open a screen with more information, as well as options for obtaining 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 ◈ at the top.
3. Enter a start and end point and select the mode of

transportation (car, public transit, or walking). If you have enabled My Location, this will appear in the start point field by default.

4. Touch **Go** or **Directions**. The directions to your destination are marked on the map. Touch the left or right arrow to see the direction step by step. You can also touch **Directions** list to see your route displayed in a list.

NOTE: Touch ⊞ **>** ▲ from the Home Screen to use Google Maps Navigation (beta) and get turn-by-turn voice directions.

Searching for Local Places

Google Places 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 **Places**. Or from the **Maps** app, touch the top of the screen ▤ and select **My Places**.

2. Wait while you are being located. Your location, when found, is shown at the top.

3. Select a place category and the information of that type of place near you will be displayed.

   You can also use the 🔍 button at the top to find the place you need.

   NOTE: Touch ▤ **> Add a search** to add new place categories.

4. Touch a result you are interested in and check out the details and reviews about that place. You can also see the place on **Maps**, find out how to get there, give that place a call, add your rating and review, and more.

Sharing Location

Google Latitude lets you and your friends view each others' locations on maps and share status messages with each other.

While using **Maps**, touch the top left of the screen and select ▤ **> Join Latitude**.

After you join in, you can always touch the top left of the screen in **Maps** and select **Latitude** or touch ▦ **> Latitude** from the Home Screen to see your status as well as that of your selected friends.

In **Latitude >** ▤, you can do the following operations.

- Touch **Refresh friends** to refresh friends' status.
- Touch **Map view** to see friends on **Maps**.
- Touch **Add friends** to add new friends to Latitude from contacts, via email address, or from suggested friends.
- Touch **Show/Hide stale friends** to show or hide stale friends, who haven't updated their location with you for a while.
- Touch **Location Settings** to change Latitude settings or

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sign out of Latitude service.

Google Search, Voice Search, and Voice Actions

You can search for information on the web or on your device using Google Search. You can also search the web or perform certain tasks by speaking.

Searching With Text

1. Start the **Search** app in one of the following ways.
   ► Touch ⊞ in the Home Screen and select **Search**.
   ► Touch the Google Search box at the top of the Home Screen.
   ► Touch the search icon 🔍 in certain apps to search for related information.
2. Enter the terms you want to search for or touch a search suggestion.

Searching by Speaking

1. Touch the microdevice icon to the right of the search box.
2. Speak the terms you want to search for. When you're finished speaking, your speech is analyzed and the search is initiated.

If Google Search didn't quite understand what you said, you are presented with a list of similar-sounding terms. Touch the correct term to start the search.

Using Voice Actions

1. Touch the microdevice icon to the right of the search box.
2. Speak the voice action you want to use. For example, say 'send a text'.

   Your speech is analyzed before the action is initiated.
3. Some voice actions need you to complete by speaking or typing more information. For example, a **send text** window appears after you say 'send a text'. You need to enter the recipient and message text by typing or speaking.

Changing Search and Voice Search Settings

Open the **Search** app and touch ▤ **> Search settings** to set Searchable items, or clear shortcuts.

To set Voice Search settings, touch in the Home Screen ⊞ **> Settings > Language & input > Voice Search**.

Camera

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

Capturing a Photo

1. Open the **Camera** app in one of the following ways.

   ▸ Touch 🔡 in the Home Screen and select **Camera**.

   ▸ From the lock screen, if the screen lock is set to **Slide**

   (see *Personalizing – Protecting Your Device With*

   Screen Locks), slide the 🔒 icon to the left over the

   📷 icon.

2. Aim the camera at the subject and make any necessary adjustment.
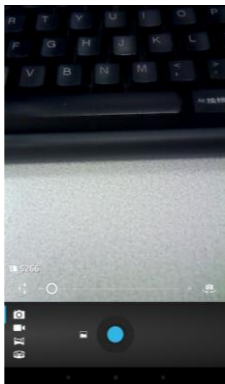
3. Lightly touch the blue button ⬤, to take a photo.

Customizing Camera Settings

Before taking a photo, you can touch 🔳 to open the following camera setting options.

White balance	Select how the camera adjusts colors in different kinds of light, to achieve the most natural-looking colors for your shots. Or allow the camera to adjust the white balance automatically.
Color effect	Set color effect.
Scene mode SCN	Select Auto or Night.
Camera settings	Set the store location, Continuous shot, Exposure, Self timer, picture size, Anti-flicker or restore default settings.

Capturing a Panorama

1. Touch in the Home Screen and select **Camera**, and touch to switch to the panorama from the camera screen.

2. Aim the camera at the subject.

3. Lightly touch the green button and move or turn slowly to take a panorama photo.

4. Touch to stop capturing.

Recording a Video

5. Touch in the Home Screen and select **Camera**, and

touch 🔲 to switch to the camcorder from the camera screen.

6. Aim the camera at the subject and make any necessary adjustment.
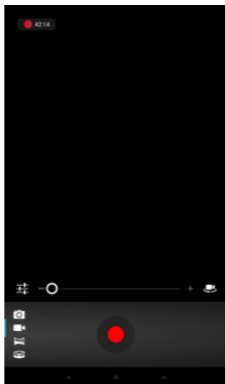
7. Touch the red button 🔴 to start recording.
8. Touch 🟥 to stop recording.

Customizing Camcorder Settings

Before recording a video, you can touch 🎛️ to open the

following camcorder setting options.

White balance ⒶW	Select how the camera adjusts colors in different kinds of light, to achieve the most natural-looking colors for your videos. Or allow the camera to adjust the white balance automatically.
Color effect 🌀	Set color effect.
Effects 🖼	Set SILLY TACES and BACKGROUND.
Time lapse interval ⏱	Set the time lapse interval.
Camera settings ▤	Set the Video quality, Store location, Exposure, Scene mode, Video duration, Microdevice, Anti-flicker, Audio mode or restore default settings.

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 device 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:

1. Touch and hold an album until it is selected.
2. Touch more albums that you want to share.
3. Touch ![share icon] at the top of the screen and select how you want to share the albums.

To view details of an album:

1. Touch and hold an album until it is selected.
2. Touch ![menu icon] **> Details**.

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 icon] **> 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.

Touch ▤ 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 the 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 **Edited** album, while the original image is never affected.

1. Touch ▤ **> Edit** 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.

◨	Add fill light, high light or shadows, or set to auto-fix.
FX	Apply effects such as cross-process, posterize, lomo, documentary, vignette, film grain and fisheye, etc.
⊙	Apply color effects such as warmth, saturation, B&W, sepia, negative, tint, duo-tone and doodle, etc.
▣	Crop, fix red eye, face glow, face tan, straighten, rotate, flip, or sharpen the picture.

3. To undo or redo the changes you've made to the picture, touch ◄ or ► at the top of the screen.

4. Touch **SAVE** to save the new picture to the **Edited** album.

Sharing Your Pictures

1. Touch an album in the gallery and then touch a picture.
2. Touch ![share icon] at the top of the screen. If the icon is invisible, touch the screen first.
3. Select how you want to share the picture.

Working With Videos

Playing Videos

1. Touch an album in the gallery and then touch the thumbnail of a video.
2. Touch ![play icon] at the center to start playing.

Touch the video to view the playback controls.

Sharing Videos

1. Touch an album in the gallery and then touch the thumbnail of a video.
2. Touch ![share icon] at the top of the screen. If the icon is invisible, touch the screen first.
3. Select how you want to share the video.

Music

Touch ![icon] in the Home Screen and select **Music** to play audio files stored on your device. **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 Device

Before using Music, you need to copy audio files from your computer to your device's memory card. See *Connecting to Networks and Devices – Connecting to Your Computer via USB* for details on establishing the connection.

Use the computer to copy music and other audio files into the memory card. You can use folders to organize your music files.

TIP: If an album has accompanying artwork in JPEG format, rename the artwork file *albumart.jpg* and include it and the album's songs in the same folder, separated from other files. In this way, the device will recognize the image as the album artwork and you can see it on the device in the Music app.

Playing Your Music

Touch ![icon] in the Home Screen and select **Music** to play your digital audio files.

1. Select **Artists/Albums/Songs/Playlists** to find the songs

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you want to play.

2. Touch an item from the list to start playing.

NOTE: You can adjust the volume with the **Volume Keys**.

Creating Playlists

Playlists help you organize your music files:

1. Select a song in **Music** you want to add to a new playlist.
2. Touch and hold the song until a shortcut menu pops up.
3. Touch **Add to playlist**.
4. Touch **New**.
5. Type the playlist name and touch **Save**.

Managing Playlists

1. From the Music Screen touch **Playlists** to see them all.
2. Touch and hold the playlist you want to play or edit until a shortcut menu pops up.
3. Touch **Play**, **Delete** or **Rename**.

Adding a Song to a Playlist

1. Open **Music** and find the song you need under **Artists**, **Albums**, **Songs** or **Playlists**.
2. Touch and hold the song until a shortcut menu pops up.
3. Touch **Add to playlist**.

4. Select a playlist.

Setting a Song as Ringtone

1. Open **Music** and find the song you need under **Artists**, **Albums**, **Songs** or **Playlists**.

2. Touch and hold the song until a shortcut menu pops up.

3. Touch **Use as device ringtone**.

Video Player

Use the video player to play various kinds of videos.

Opening the Video Library

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

Playing and Control Videos

Touch a video in the video library to play it. Rotate the device 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. You can also exit the video by touching ![icon] at the top left of the screen.

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 🗑 **> Delete** at the bottom left of the screen.

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 🔗 on 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.

3. Touch ⬜ to stop recording. The memo is automatically saved.

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

Playing a Voice Memo

To play a memo you just recorded:

Touch ▶ on the screen.

To play any saved memo:

1. Touch 🔲 **> File Manager** to see the Voice.

2. Touch the title of a memo to play it.

3. Touch ⋮ **> Selected Files** to copy, move, delete.

More Apps

Alarm

Set alarms or turn the device into a bedside clock.

Setting a New Alarm

1. Touch 🔲 in the Home Screen and select **Clock**.

2. Touch 🕐 Set alarm on the screen to set the alarm and

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touch **Add alarm** to create a new alarm.

3. Touch **Turn alarm on** and set up the alarm options, such as time, repeat, ringtone and vibrate.

4. Press **OK** to save.

Calculator

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

File Manager

Quickly access all of your images, videos, audio clips, and other types of files on your device and 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 device storage.

YouTube

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

You can watch YouTube videos or upload your own.

Play Store

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

Browsing and Searching for Apps

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

You can also search for apps using an app's name or description, or the developer's name. Just touch Google search 🔍 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 **Downloads** (free apps) or the price (paid apps) in the app details screen.
2. If the app is not free, you need to sign in to your Google Wallet account and select a payment method.
3. Touch **Accept & download** (free apps) or **Accept & buy** (paid apps) to accept the permissions for the app. Your app will start downloading immediately or once payment is successfully authorized.

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.

Viewing Your Downloaded Apps

1. On the Apps screen of Play Store, touch ▤ > ⬇ **(My Apps)**.
2. Your list of installed apps opens, you can touch one to rate it, uninstall it, request a refund, and so on.

TIP: Swipe left from the **INSTALLED** list to the **ALL** list, where you can view all the apps you downloaded previously on the device as well as other Android devices using the same Google account.

Uninstalling an App

1. Touch **Home Key >** ▦ **> Settings > Apps**.
2. In the **DOWNLOADED** list, touch an app to open its details screen.
3. Touch **Uninstall updates**.

Settings

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

Wireless and Networks

Wi-Fi

Turn on or off Wi-Fi and configure your Wi-Fi connections. See *Connecting to Networks and Devices – Connecting to Wi-Fi*.

Bluetooth

Turn on or off Bluetooth and configure your Bluetooth connections. See *Connecting to Networks and Devices – Connecting to Bluetooth Devices*.

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 circle you set, set mobile data limit and warning, see what app has been using mobile data, or restrict background data for individual apps.

Call

Customize the settings for device calls. See *Device Calls – Adjusting Your Call Settings*.

Airplane Mode

In the **Settings** app, touch **More** under Wireless & networks and check the box next to **Airplane mode**. All the device's

radios that transmit voice or data are turned off.

VPN

Set up and connect to virtual private networks. See *Connecting to Networks and Devices – Connecting to Virtual Private Networks*.

Tethering and Portable Hotspot

Share your device's mobile data connection with PCs or other devices via USB or Wi-Fi. See *Connecting to Networks and Devices – Sharing Your Mobile Data Connection*.

Wi-Fi Direct and Settings

Use Wi-Fi direct to share data between two devices via Wi-Fi directly. See *Connecting to Networks and Devices – Using Wi-Fi Direct*.

Mobile Networks

Control mobile data use, select mobile network and set access point names. See *Connecting to Networks and Devices – Connecting to Mobile Networks*.

Device

Sound

Adjust volumes (see *Personalizing – Adjusting Volumes*), set

up ringtone and notification sound (see *Personalizing – Changing Ringtone and Notification Sound*), and select system 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**: Rotate the screen display as you rotate the device.
- **Sleep:** Set the length of time of inactivity before the screen turns off.
- **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.

Storage

Check memory information for your memory card and internal storage.

- **Unmount SD card:** Unmount the memory card from your device so that you can safely remove the card while the device is on.
- **Erase SD card:** Erase all data on your memory card and

prepare it for use with your device.

Battery

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

Apps

See apps installed on your device and manage them.

Touch an app in the **DOWNLOADED**, **RUNNING**, or **ALL** tab to see its information. You can stop the app, uninstall the app, clear data and cache, or move the app.

NOTE: Not all applications can be moved or uninstalled.

Connecting to PC

Set the USB computer connection type for your device whenever you connect the device to PC.

Personal

Accounts and Sync

Manage your accounts and synchronization settings.

- Touch the **ON/OFF** switch to turn on or off auto-sync.
- Touch **ADD ACCOUNT** to sign in or create accounts on your device.

- Touch an account to set the sync settings for that account. You can then touch ⸬ **> Sync now** to sync all checked items.

- Touch an account and then touch ⸬ **> Remove account** to remove the account and all information related to it from your device.

Location Services

Activate location services to determine your location. See *Maps, Navigation, Places and Latitude – Activating Location Services*.

Select **Location & Google search** to improve Google search results and other services using your location information.

Security

- **Screen lock:** Lock the screen with slide, pattern, PIN, or password. See *Personalizing – Protecting Your Device With Screen Locks*.

- **Owner info:** Set the text that you may display on the lock screen.

- **Encrypt tablet:** Encrypt your data on the device to protect your privacy. See *Personalizing – Protecting Your Device 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:** Tick the checkbox to permit installation of apps from sources other than the Play Store.
- **Trusted credentials:** Display trusted CA certificates.
- **Install from SD card:** Install certificates from the memory card.
- **Clear credentials:** Delete all certificates.

Language and Input

- **Language:** Select a language and region for your system.
- **Spelling correction:** Check spelling of the text you enter.
- **Personal dictionary:** Add new words to the device'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.

- ► **SafeSearch:** You can use Google SafeSearch filtering to block some results when you use Google search by voice.
- ► **Block offensive words:** Replace offensive words with asterisk (*) when you use Google voice recognition to transcribe your voice into text.
- **Text-to-speech output:**
  - ► **PREFERRED ENGINE:** Select the speech synthesis engine you want to use or change its settings.
  - ► **Speech rate:** Select how quick 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 screen should scroll as you flick the screen.

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 device to factory status. All your personal data from the device's internal storage will be

erased. You can also erase the data on the memory card during the process.

System

Date and Time

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

Accessibility

Configure accessibility plug-ins on your device, such as using **Large text** or **Touch & hold delay** for the visually-impared.

Developer Options

Developer options contains settings that are useful for developing Android applications.

About Tablet

View device status and legal information. You can also check for system updates.

Troubleshooting

If you encounter problems while using the device, 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 device.

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 device 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 trunk quality on the part of your service provider.	To end the call and dial again. You may be switched to a better-quality network trunk or device 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 charge	The battery or battery charger is damaged.	Contact the dealer.
	The device's temperature is below 0℃ or higher than 45 ℃.	Adjust the battery charging environment to avoid extremes of temperature.
	Poor contact between the battery and	Check all connectors to make sure all

Problem	Possible causes	Possible solution
	charger.	connections have been properly made.
Shortened standby time	The standby time is related to your service provider system configuration. The same device 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 device.
	The battery is depleted. In high-temperature environments, battery life will be shortened.	Use a new battery.
	If you are not able to connect to the network, the device will continue to send out signals as it attempts to locate a	Change your location to one where the network is accessible, or temporarily turn off your device.

Problem	Possible causes	Possible solution
	base station. Doing so consumes battery power and will consequently shorten standby time.	
Cannot switch your device on	Battery power has been depleted.	Recharge the device'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.
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.

Problem	Possible causes	Possible solution
	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 **Settings > Call settings > Call Barring Settings**, and then select **Deactive All**.
You cannot make outgoing calls.	You have activated the **Call barring** feature.	Go to **Settings > Call settings > Call Barring Settings**, and then select **Deactive All**.
	You have activated the **Fixed Dialing Numbers** feature.	Go to **Settings > Security > Fixed Dialing Numbers** and disable the feature.
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

Problem	Possible causes	Possible solution
		unlock the SIM card.
Unable to enter information into the people contacts	The device people contacts' memory is already full.	Delete unnecessary data from the contacts.

For Your Safety

General Safety

	Don't make or receive handheld calls while driving. And never text while driving.		Don't use at petrol stations.
	Keep your device at least 15 mm away from your ear or body while making calls.		Your device may produce a bright or flashing light.
	Small parts may cause a choking.		Don't dispose of your device in fire.
	Your device can produce a loud sound.		Avoid contact with anything magnetic.
	Keep away from pacemakers and other electronic medical devices.		Avoid extreme temperatures.
	Switch off when asked to in hospitals and medical facilities.		Avoid contact with liquids. Keep your device dry.

	Switch off when told to in aircrafts and airports.		Don't take your device apart.
	Switch off when near explosive materials or liquids.		Only use approved accessories.
	Don't rely on your device for emergency communications.		
	To prevent possible hearing damage, do not listen at high volume levels for long periods.		

FCC Regulations:

●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.

●This device 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 radiated 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.
Caution: Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

RF Exposure Information (SAR)

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 United States, Industry Canada of Canada.

During SAR testing, this device was set to transmit at its highest certified power level in all tested frequency bands, and placed in positions that simulate RF exposure in usage against the

head with no separation, and near the body with the separation of 0 mm. 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 exposure standard for wireless devices employing a unit of measurement is known as the Specific Absorption Rate, or SAR. The SAR limit set by the FCC is 1.6W/kg, and 1.6W/kg by Industry Canada.

This device is complied with SAR for general population /uncontrolled exposure limits in ANSI/IEEE C95.1-1992 and Canada RSS 102, and had been tested in accordance with the measurement methods and procedures specified in OET Bulletin 65 Supplement C, and Canada RSS 102. This device has been tested, and meets the FCC, IC RF exposure guidelines when tested with the device directly contacted to the body.

The FCC has granted an Equipment Authorization for this model device with all reported SAR levels evaluated as in compliance with the FCC RF exposure guidelines. SAR information on this model device is on file with the FCC and can

be found under the Display Grant section of www.fcc.gov/oet/ea/fccid after searching on FCC ID: **Q78-ZTEV72**

For this device, the highest reported SAR value for usage near the body is 1.44 W/kg.

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

Distraction

Driving

Full attention must be given to driving at all times in order to reduce the risk of an accident. Using a device 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 the 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 device and any consequences of its use.

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

- ▸ Always treat your device and its accessories with care and keep it in a clean and dust-free place.
- ▸ Do not expose your device or its accessories to open flames or lit tobacco products.
- ▸ Do not expose your device or its accessories to liquid, moisture or high humidity.
- ▸ Do not drop, throw or try to bend your device or its accessories.
- ▸ Do not use harsh chemicals, cleaning solvents, or

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aerosols to clean the device or its accessories.

- ▸ Do not paint your device or its accessories.
- ▸ Do not attempt to disassemble your device or its accessories, only authorized personnel can do so.
- ▸ Do not expose your device or its accessories to extreme temperatures, minimum - [5] and maximum + [50] degrees Celsius.
- ▸ Please check local regulations for disposal of electronic products.
- ▸ Do not carry your device in your back pocket as it could break when you sit down.

Small Children

Do not leave your device 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 device.

Your device 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 close to your device for a long time.

Electrostatic Discharge (ESD)

Do not touch the SIM card's metal connectors.

Air Bags

Do not place a device 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 device safely before driving your vehicle.

Seizures/Blackouts

The device 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 device:

* Do not grip the device 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 lots of breaks to stretch and relax.

Emergency Calls

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

Loud Noise

This device is capable of producing loud noises, which may damage your hearing. Turn down the volume before using headdevices, Bluetooth stereo headsets or other audio devices.

Device Heating

Your device 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.

Connection to a Car

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

Faulty and Damaged Products

Do not attempt to disassemble the device or its accessory.

Only qualified personnel can service or repair the device or its accessory.

If your device or its accessory 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 centre.

Radio Frequency Interference

General Statement on Interference

Care must be taken when using the device 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 device and a pacemaker to avoid potential interference with the pacemaker. To achieve this, use the device 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 device may interfere with the operation of your medical device.

Hospitals

Switch 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

Switch 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 on board 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 to electronic equipment, some vehicle manufacturers forbid the use of mobile devices in their vehicles unless a hands-free kit with an external antenna is included in the installation.

Explosive Environments

Petrol Stations and Explosive Atmospheres

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

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

Blasting Caps and Areas

Power off your mobile device 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.