# ZTE Warp Sequent™
# User Manual

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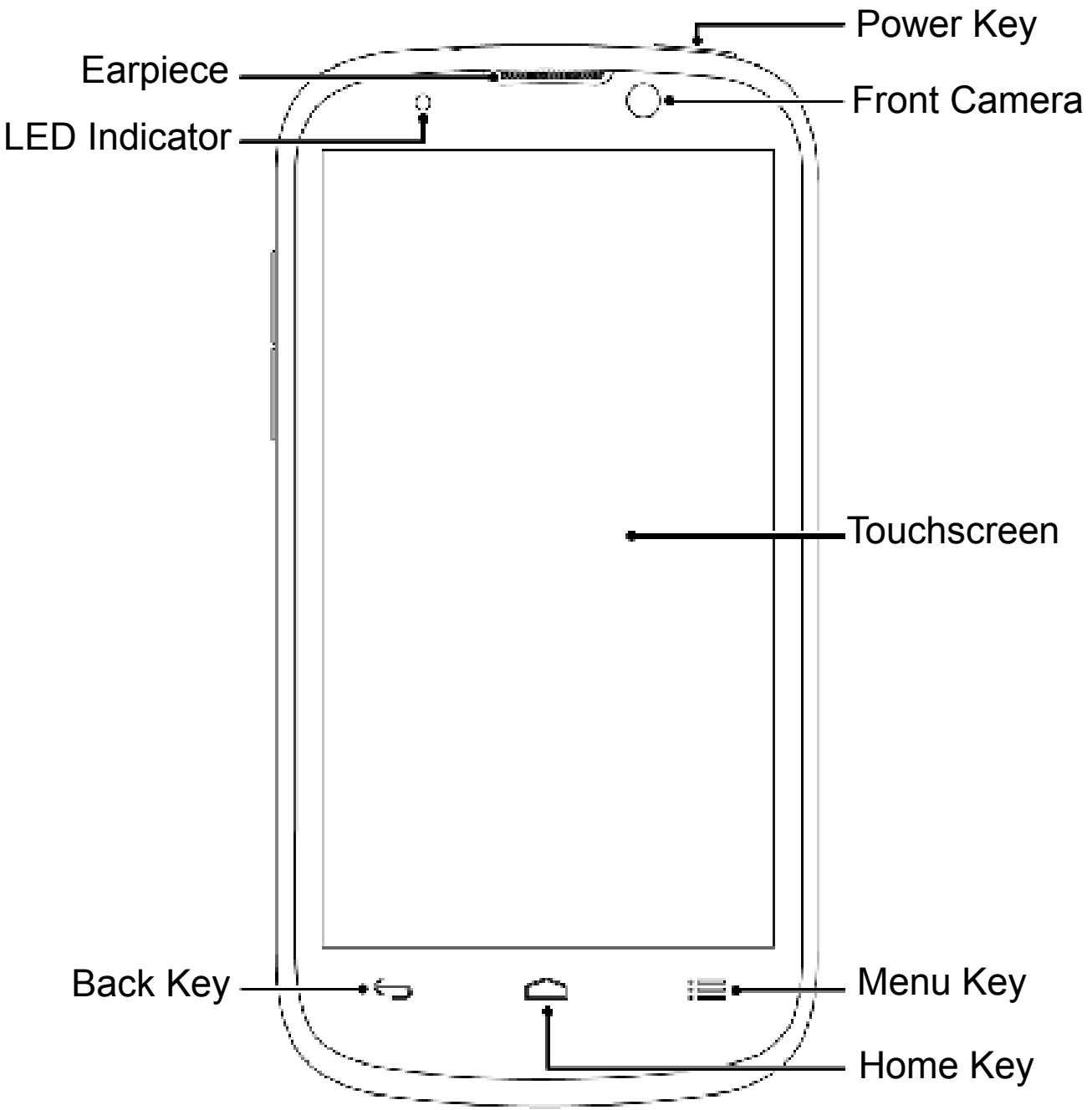
# Getting Started

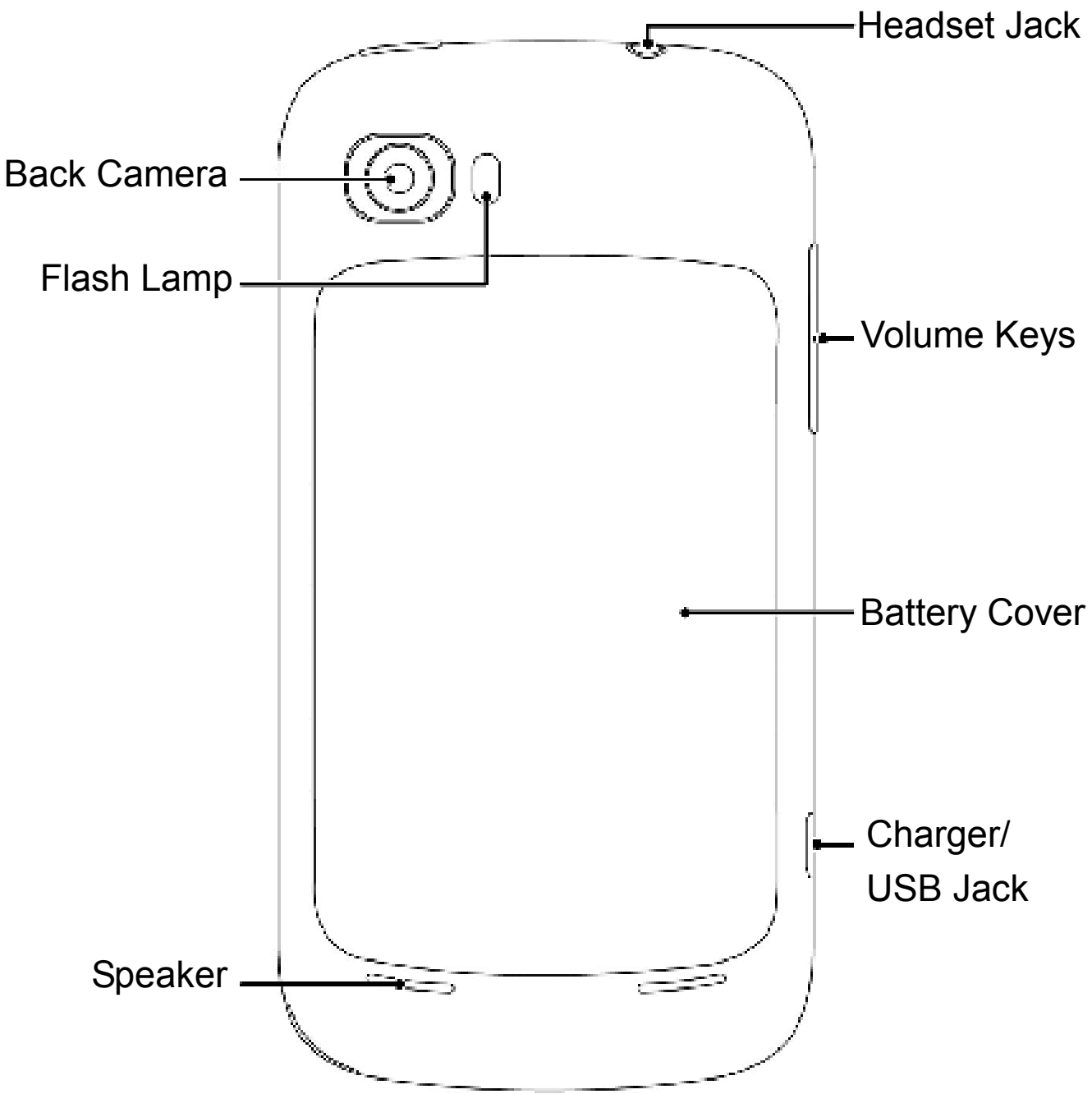
Thanks for choosing the ZTE Warp Sequent™. Please read this guide carefully and keep it for future reference.

The pictures and icons presented in this guide are meant for illustrative purposes only and may not accurately represent the actual pictures and icons found on the phone. Your phone contains the most up to date information.

**WARNING!** Please refer to the "For Your Safety" section on page 167 to learn about information that will help you safely use your phone. Failure to read and follow the important "For Your Safety" information in this phone guide may result in serious bodily injury, death, or property damage.

# Your Phone at a Glance




Headset Jack
Back Camera
Flash Lamp
Volume Keys
Battery Cover
Charger/
USB Jack
Speaker

# Knowing the Keys

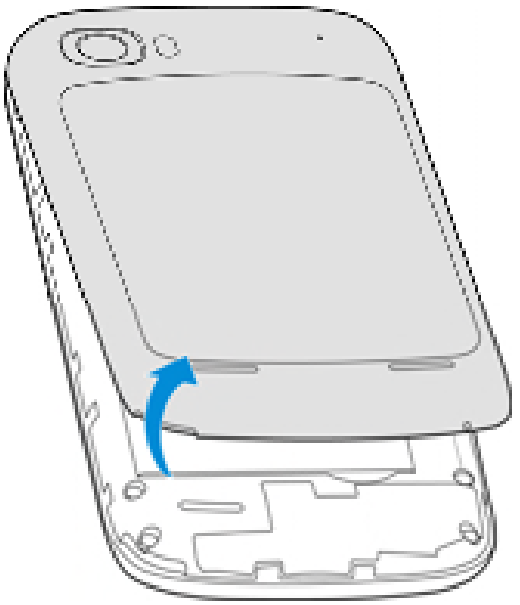
| Key | Function |
|---|---|
| Power Key | • Press and hold to turn on or off Silent, Vibration or Flight mode, reboot or power off.<br>• Press to switch your phone to Sleep mode.<br>• Press to wake up your phone. |
| Home Key | • Touch to return to the Home Screen from any application or screen.<br>• Touch and hold to see recently used applications. |
| Menu Key | Touch to get the options for the current screen. |
| Back Key | Touch to go to the previous screen. |
| Volume Keys | Press or hold to turn the volume up or down. |

# Installing a microSD Card

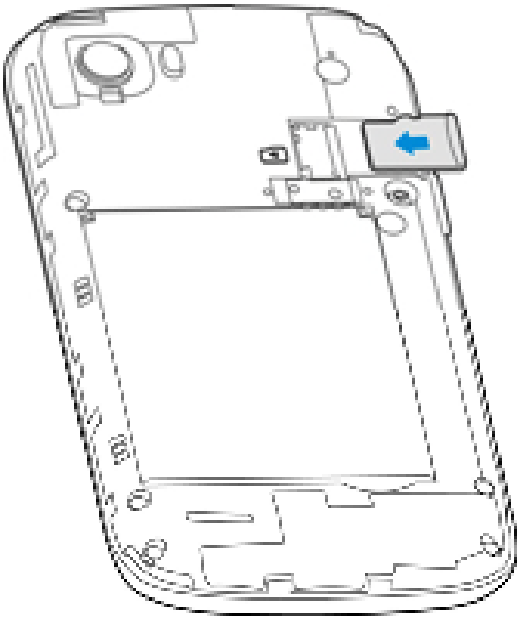
A microSD card can be installed and removed while the phone is turned on. Unmount the microSD card before removing it.

**NOTE:** microSD Card not included. Must be purchased separately.

1. Remove the back cover.



2. Hold your microSD card with the metal contacts facing down and slide it in.



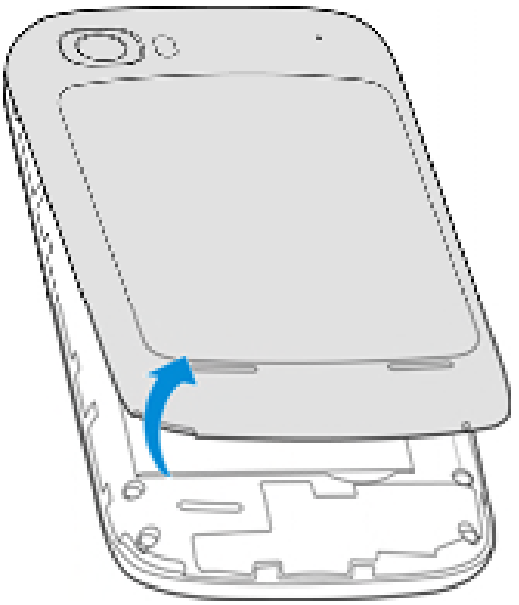
**NOTE:** microSD logo is a trademark of the SD Card Association.

3. Press the cover gently back into place until you hear a click.

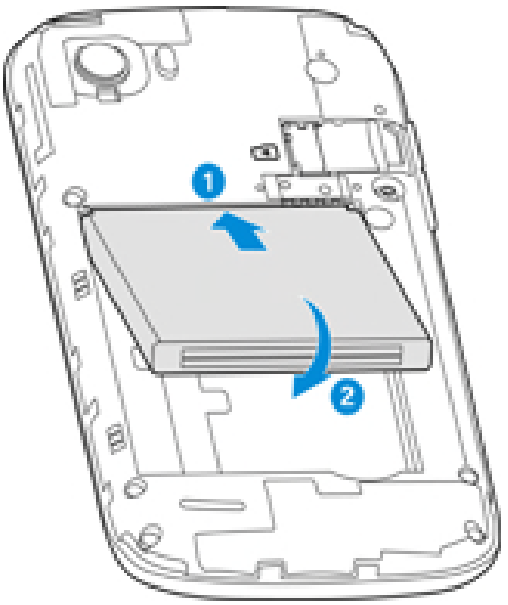
# Installing the Battery

Switch off your phone before installing or replacing the battery.

1. Remove the back cover.



2. Insert the battery by aligning the gold contacts on the battery with the gold contacts in the battery compartment. Gently push down on the battery until it clicks into place.




**WARNING!** Do not handle a damaged or leaking Li-Ion battery as you can be burned.

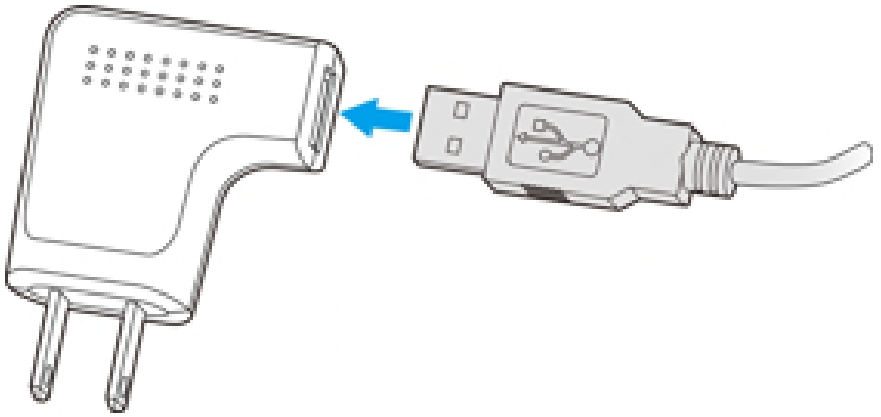
3. Press the cover gently back into place until you hear a click.

# Charging the Battery

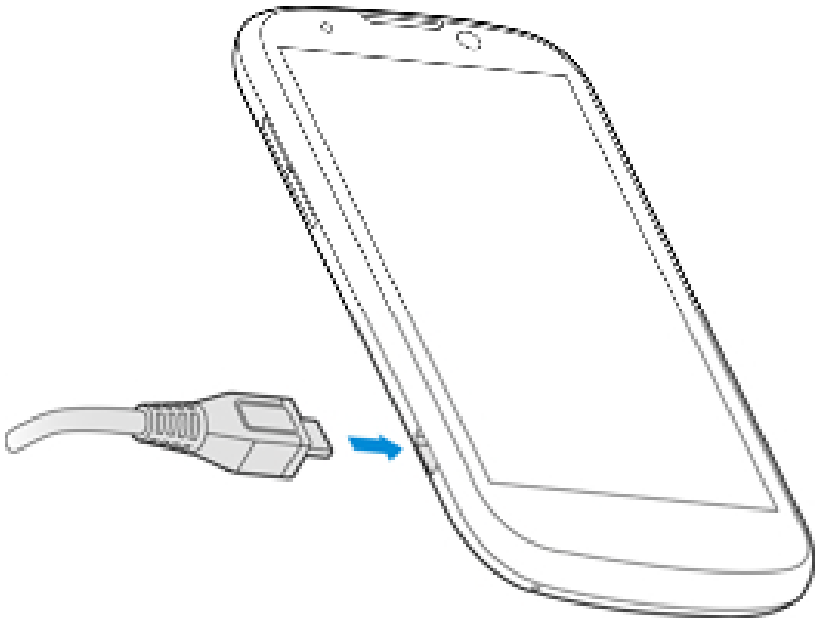
Your phone comes with an AC adapter and a USB cable which connect together to charge your phone. When you first get your new phone you'll need to charge the battery.

**NOTE:** Although the battery comes partially charged, it is recommended you fully charge the battery before using your phone for the first time.

1. Connect the USB cable into the AC adapter. Ensure that the USB cable is inserted with the correct orientation.



2. Plug the USB cable into the phone's charger jack. Ensure that the USB cable is inserted with the correct orientation. Do not force the connector into the charger jack.



3. Plug the AC adapter into a standard electrical outlet.
4. Disconnect the adapter when the battery is fully charged.

**WARNING!** Use only ZTE-approved batteries and chargers with your device. The failure to use a ZTE-approved battery and charger may increase the risk that your device will overheat, catch fire or explode, resulting in serious bodily injury, death or property damage.

**How much charge have you got?**

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

If the phone is on, you'll see this charging icon appears on the status bar.

# Extending the Battery Life

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

- Reduce the screen backlight time.
- Lower the screen brightness.
- Turn Bluetooth off when not in use.
- Disable the GPS function when not in use. Most applications using this function will periodically query the GPS satellites for your current location; each query drains your battery.
- When taking pictures, do not use a flash unless necessary.

# Powering On/Off

Make sure the battery is charged.

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

# Activating Your Phone

To activate your new phone, please refer to the Activation instructions within the "Get Started" guide included in your original device packaging.

For additional support information visit us at:

www.boostmobile.com

– or –

Call Boost Customer Care at 1-888-BOOST-4U (1-888-266-7848).

# Locking/Unlocking the Screen and Keys

Your phone 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:**

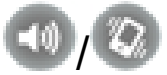
To quickly turn the screen off and lock the keys, press the **Power Key**.

**NOTE:** To save battery power, the phone automatically turns off the screen after a certain period of time when you leave it idle. You will still be able to receive messages and calls while the phone screen is off.

**To unlock the screen and keys:**

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

   -or-

   Touch and hold to open the camera and start taking photos immediately; touch and hold  to turn sound off or on.

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

# Using the Touch Screen

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

- Touch

  When you want to type using the onscreen keyboard, select 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

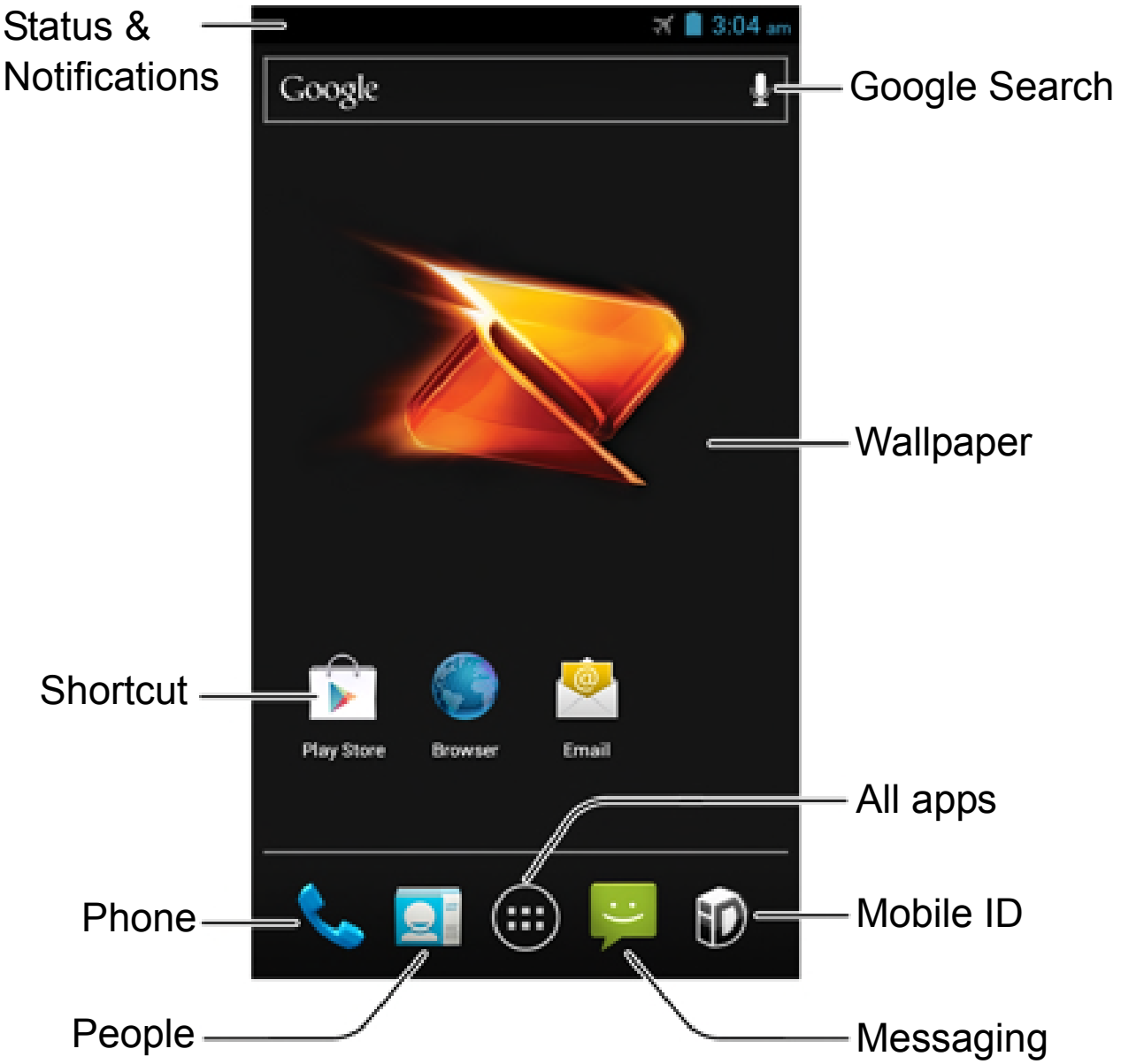
  In some apps (such as Maps, Browser, and Gallery), you can zoom in and out by placing two fingers on the screen at once and pinching them together (to zoom out) or spreading them apart (to zoom in).

- Rotate the screen

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

# Getting to Know the Home Screen

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



## Extended Home Screens

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

# Personalizing

## Changing the System Language

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

## Setting the Date and Time Format

1. Touch the **Home Key > Menu Key > System settings > Date & time**.
2. Clear the **Automatic time zone** check boxes if you want to set the time zone by yourself.
3. Tick the **Use 24-hour format** check box to change the time format, or touch **Select date format** to choose the one you prefer.

## Changing Ringtone and Notification Sound

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

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

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

**NOTE:** To adjust the ringtone for an individual caller, go to that person's contact card in the **People** app, touch the **Menu Key > Set ringtone** for that card.

# Adjusting Volumes

1. Touch the **Home Key > Menu Key > System settings > Sound > Volumes**.
2. Adjust the volume for music, video, games, and other media, 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 phone 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** down when no media application is active. When the icon appears in the status bar, the phone is set to the vibration mode. When the icon appears in the status bar, the phone is in the silent mode.
- Touch the **Home Key > Menu Key > System settings > Sound > Silent mode**, and touch **Off**, **Vibrate** or **Mute**.

# Applying New Wallpapers

You can set the wallpaper for the Home Screen.

1. Touch the **Home Key > Menu Key > Wallpaper**.
2. Select a wallpaper source 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 > Menu Key > System settings > Display > Brightness**.
2. Tick the **Automatic brightness** check box to make the phone adjust the screen brightness automatically, or clear the check box to adjust the brightness manually.
3. Touch **OK**.

# Protecting Your Phone With Screen Locks

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

1. Touch the **Home Key > Menu Key > System settings > Security**.
2. Touch **Screen lock**.
3. Touch **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 phone 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 **Long press**, which provide no security. Pattern provides minimal security, although it can be more convenient than the stronger options.

# Protecting Your Phone With Encryption

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

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

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

Before turning on encryption, prepare as follows:

1. Set a lock screen PIN or password.
2. Charge the battery.
3. Keep the phone connected to the charger.
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 > Menu Key > System settings > Security > Encrypt phone**.
2. Read the information about encryption carefully.

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

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

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

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

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

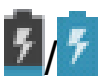
When encryption is complete, you're prompted to enter your PIN or password.

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

# Knowing the Basics

## Monitoring the Phone Status

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

| | | | |
|---|---|---|---|
| | Mobile data connected | | No signal |
| | Mobile data in use | | Signal strength |
| | Flight mode | | Ringer off |
| | Battery flat | | Vibrate mode |
| | Battery low | | Speaker on |
| | Battery partially drained | | Phone microphone off |
| | Battery full | | Bluetooth on |
|  | Battery charging | | Connected to a Wi-Fi network |
| | Wired headset connected | | Wi-Fi in use |
| | Alarm set | | TTY mode on |

# 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 |
| | New Gmail message | | New Wi-Fi network detected |
| | New Google Talk instant message | | Downloading data |
| | Problem with SMS/MMS delivery | | Sending data |
| | Missed call | | GPS on |
| | Call in progress | | Updates available |
| | USB connected | | Song is playing |

# Open/Close the Notification Panel

Notifications report the arrival of new messages, calendar events, and alarms, as well as ongoing events, such as when you are playing music. You can open the notification panel to view the details of notifications.

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

# Respond to or Remove a Notification

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

- To respond to a notification, just touch it.
- To remove a notification, swipe it left or right.
- 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

## Add Shortcuts and Widgets

1. Touch the **Home Key >** .
2. Touch **APPS** or **WIDGETS** and swipe on the screen to view all available applications and widgets.
3. Touch and hold an application icon or a widget and drag it to the Home Screen.

## Move Shortcuts or Widgets

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

## Remove Shortcuts or Widgets

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

to remove it.

## Adjust Widget Size

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

**NOTE:** Not all widgets can be resized.

# Organizing With Folders

You can combine several app icons in a folder. Drop one app icon over another on the Home screen, and the two icons will be combined.

## Create a Folder

1. Touch and hold the shortcut on the Home Screen you want to add into a folder, and drop it over another shortcut icon.
2. A new folder will be created and the icons are added into the folder.

## Rename a Folder

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

## Add Shortcuts to a Folder

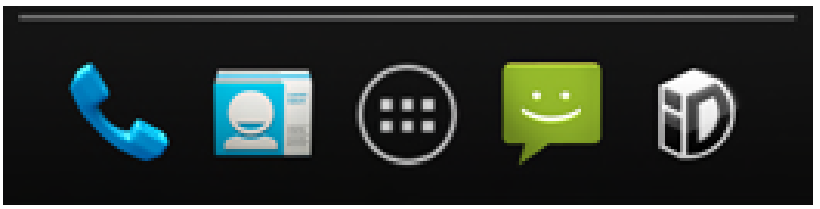
1. Touch and hold a shortcut and then drag it onto a folder icon.
2. Release the shortcut and it will be added into the folder.

## Remove Shortcuts From a Folder

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

# Rearranging the Favorites Tray

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



**To remove items from the favorites tray:**

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

**To add items to the favorites tray:**

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

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

# Entering Text

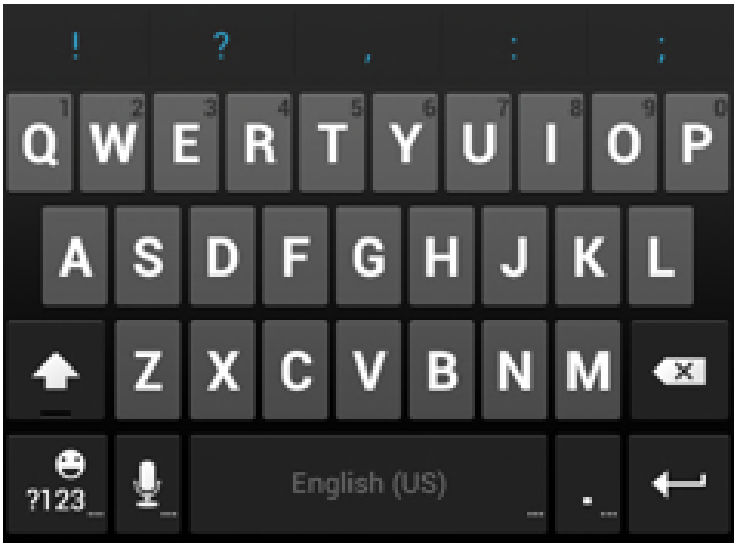
You can enter text using the onscreen keyboard. Some apps open it automatically. In others, you open it by touching where you want to type. You can touch the **Back Key** to hide the onscreen keyboard.

## Change Input Methods

1. When you use the onscreen keyboard to enter text, the icon appears on the notification bar.
2. Open the notification panel and touch **Select 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 phone sideways and the keyboard will change from portrait to landscape. The landscape keyboard is not supported in all applications.




- Touch the alphabetic keys to enter letters. Touch and hold some specific keys to enter associated accented letters or numbers. For example, to enter È, touch and hold and the available accented letters and number 3 appear. Then slide to choose È.

- Touch to use uppercase. Double-tap to lock uppercase. This key also changes to indicate the current case you are using: for lowercase, for uppercase, and when locked in uppercase.
- Touch to delete the text before the cursor.
- Touch to select numbers and symbols. You can then touch to find more. Also, often used symbols are displayed 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.

## Swype Text Input

Swype Text Input can speed up text input by replacing the letter touching/typing 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.

You can also touch the onscreen keyboard to enter words.

- Touch the alphabetic keys to enter letters. Touch and hold a key to enter the number or symbol located on the top of the key. Continue holding the key brings up a list of all the characters available on that key, including associated accented letters, symbols or numbers.

  For example, touch and hold

 to enter number 6. Keep holding to open a character and number list. You can select to enter y, ý, ÿ, ¥ or 6.

- Touch to use uppercase or lowercase. This key also indicates the current case: for lowercase, for uppercase, and when locked in uppercase.

- Touch

 to change the text input language. Touch and hold

 to open a pop-up menu to select an input language.

- Touch to select numbers and symbols. Touch to enter the alternate symbol on a key. Touch and hold to open a simple keyboard and you can enter numbers and certain symbols.
- Touch to go back to enter letters. Touch and hold to open an editing panel to select, cut, copy or paste the text.
- Hold or touch to open an emoticon list. You can touch to find more emoticons.
- Touch to delete a character before the cursor. Touch and hold to delete an entire word.
- Touch to start a new line.
- Touch to use voice input.
- Touch and hold to access the Swype settings.

**To enter text via Swype:**

Move your finger from letter to letter to trace a word without lifting the finger until you reach the end of the word. The following example shows how to enter the word “here”. Put your finger on the “h”, and without lifting, glide it to the “e”, and then to the “r”, and then to the “e” again. When complete, lift your finger off the screen and the matched words are displayed.

**TIPS:**

- Touch when you want to. If you want to enter a single letter, go ahead and touch.
- Lift your finger at the end of the word. A space is added automatically when you “Swype” the next word.

# TouchPal Keyboard

TouchPal Keyboard offers three layouts: **Full QWERTY**, **12-Key PhonePad** 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) > Keyboard layout**.

2. Tick the **Swipe layout** check box.
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 PhonePad** or **CooTek T+** layout.

**Full QWERTY**

- Touch the alphabetic keys to enter letters.
- Touch to use uppercase or lowercase. This key also changes to indicate the current case you are using: for lowercase, for uppercase, and when locked in uppercase.
- Slide right on to enable word prediction. Slide left on to disable word prediction.
- Touch to change input language.

- Touch 12# to enter digits, symbols, emoticons and other pre-defined texts. Touch 1/3 to find more. Touch / to lock or unlock the inputting. Touch to go back to enter letters.
- Touch to start a new line.
- Touch or hold to delete text before the cursor.
- Touch to access the quick settings of TouchPal keyboard.
- Touch to set the TouchPal keyboard options.
- Touch to open text editing options. You can select, cut, copy, paste, and delete text, or move the cursor.
- Touch to use voice input.
- Touch to hide the onscreen keyboard. You can touch the text field again to show the keyboard.

**12-Key PhonePad**

Touch a key repeatedly until the desired letter or symbol appears. If word prediction is enabled (

), just touch the keys once and choose the right word.

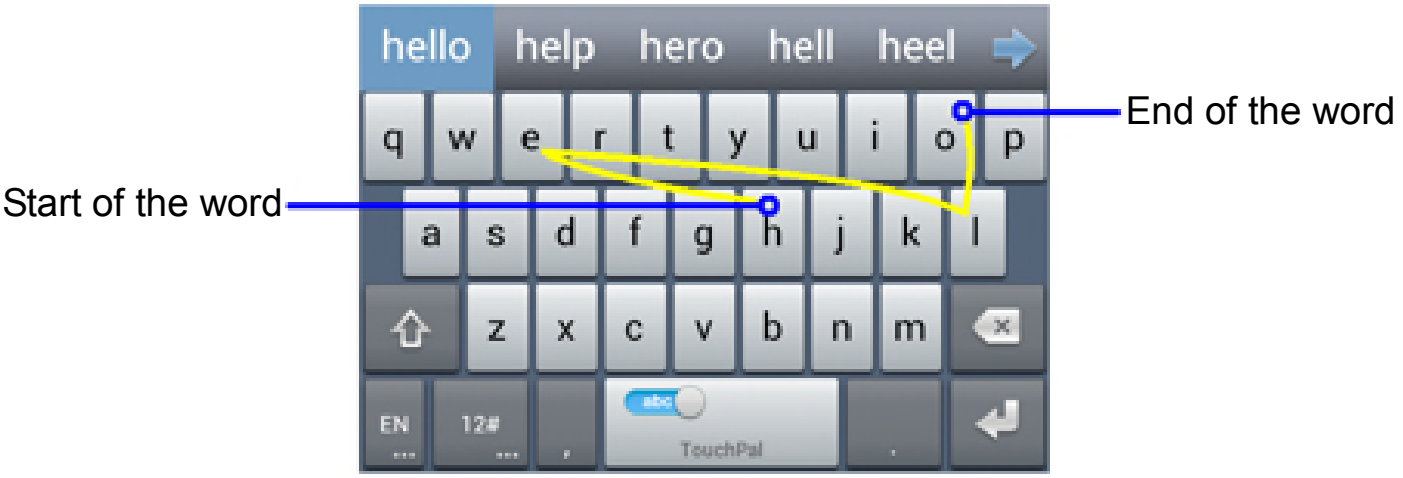
**CooTek T+**

Touch to enter the left letter on the key; Double-tap or flick right to enter the right letter/symbol on the key. If word prediction is enabled ( ), just touch the keys and choose the right word.

**To enable and use TouchPal Curve:**

1. In the TouchPal keyboard screen, touch and tick the **Curve** check box, and then touch **Close**.
2. Move your finger from letter to letter on the keyboard to trace a word without lifting the finger until you reach the end of the word.

**NOTE:** TouchPal Curve is only available in the **Full QWERTY** layout.




## Touch Input Settings

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

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

# Editing Text

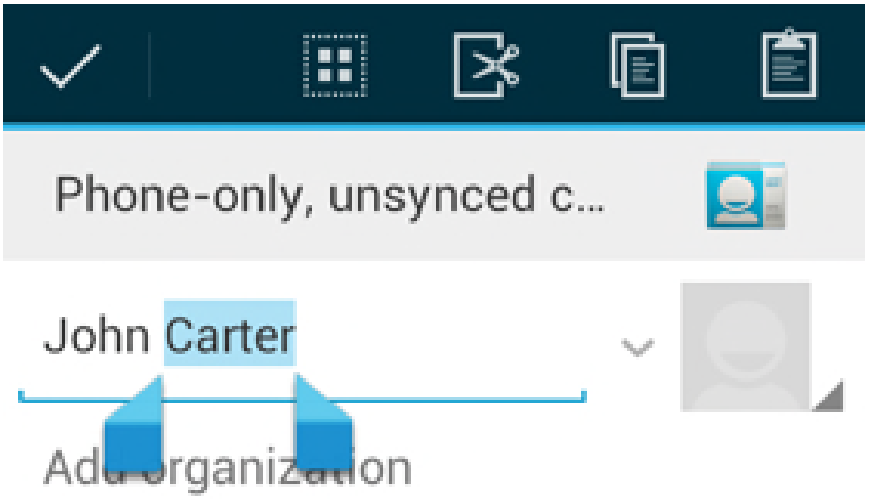
- **Move the insertion point:** Touch where you want to type.

  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

## Open an App

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

## Switch Between Recently Opened Apps

1. Touch and hold the **Home Key**.

   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

### Control Mobile Data Use

**To enable or disable data access:**

1. Touch the **Home Key > Menu Key > System 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 enable always-on data access:**

1. Touch the **Home Key > Menu Key > System settings > More > Mobile networks**.
2. Tick the **Always-on mobile data** box to allow applications to update data automatically.

**IMPORTANT:** When you enable this option, more data traffic will be generated for automatic updates of applications data. And your phone will consume more power.

### Switch Network Mode

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

2. Select one of the following: **CDMA/EvDo**, **CDMA only**, or **EvDo only (Call Restricted)**.

## Use Connections Optimizer

The Connections Optimizer can help you manage and enhance your data experience by finding and connecting to “remembered” Wi-Fi networks on your phone.

1. Touch the **Home Key > Menu Key > System settings > More > Mobile networks > Connections Optimizer**.
2. When you use the Connections Optimizer for the first time, the phone will prompt the instructions. Touch **I Agree** to continue.
3. To enable or disable the Connections Optimizer, simply check or uncheck the box on the optimizer screen.

# Connecting to Wi-Fi

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

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

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

The Wi-Fi networks that your phone has detected are displayed with their names and security settings. If your phone 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.)

## Get Notified of Open Networks

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

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

## Add a Wi-Fi Network

You can add a Wi-Fi network if the network does not broadcast its name (SSID), or 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 > Menu Key > System settings > Wi-Fi**.

2. Slide the **Wi-Fi** switch to the **ON** position.
3. Touch **ADD NETWORK**.
4. Enter the network SSID (name). If necessary, enter security or other network configuration details.
5. Touch **Save**.

## Forget a Wi-Fi Network

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

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

## Add WPS Network

Wi-Fi Protected Setup (WPS) is a feature that makes it easy to add your phone to the access points which supply WPS.

You can use the following method to connect your phone to a wireless network using WPS.

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **ON** position.
3. Touch **WPS button connection**.

4. Press the WPS button on the wireless router and the access point will recognize your phone and add it to the network.

**NOTE:** After you touch **WPS button connection**, your phone gives you two minutes to press the WPS button on the wireless router.

# Connecting to Bluetooth Devices

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

## Turn Bluetooth On/Off

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

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

## Make Your Phone Visible

In order to work with other phones or devices that have Bluetooth, you need to make your phone ‘visible’ to them.

1. Touch the **Home Key > Menu Key > System 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 phone visible or invisible.

**NOTE:** Touch the **Menu Key > Visibility timeout** to set the Bluetooth visibility timeout of your phone.

## Change the Device Name

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

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

## Pair With a Bluetooth Device

1. Touch the **Home Key > Menu Key > System settings > Bluetooth**.
2. Slide the **Bluetooth** switch to the **ON** position.
3. Touch **SEARCH FOR DEVICES**. Your phone 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 passcode, try entering 0000 or 1234 (the most common passcodes), or consult the documentation that came

with the device.

## Connect 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 > Menu Key > System settings > Bluetooth** and make sure Bluetooth is turned on.
2. In the list of paired devices, touch a paired but unconnected device.

## Disconnect a Bluetooth Device

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

## Unpair From a Bluetooth Device

You can make your phone 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 > Menu Key > System 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 phone to a computer with a USB cable and transfer music, pictures, and other files in both directions. Your phone stores these files in internal storage or on a removable microSD card. You can also install the driver or charge your phone.

## Set the PC Connection Type

You can set the default PC connection type when you connect your phone to a computer with a USB cable.

1. Touch the **Home Key > Menu Key > System settings > PC Connection > Connect type**.
2. Choose one of the following options as the default connection type:
   - **Charge only:** Charge your phone via USB.
   - **Media Transfer:** Transfer media files on Windows, or using Android File Transfer on Mac.

     **NOTE:** For Windows XP, please install the drivers and Media Player 11(or later version) when you use Media Transfer for the first time. For Windows 7 (or later version), you just need to install the drivers.
   - **PC Software:** Show the new CD-ROM drive for you to install the driver when your phone connects to the computer.

     **NOTE:** If the drive window doesn’t pop up automatically for some reason, please open the new CD-ROM drive on

your computer manually and find the executable file to run it.

3. Touch **OK**.

**NOTE:** To make your phone prompt you to choose the USB connection type whenever you connect the phone to the computer, tick the **Ask me** check box.

## Connect Your Phone to a Computer via USB

1. Connect your phone to the computer with a USB cable.
2. The phone may prompt you to choose a connection type or connect to the computer automatically using the default type according to your settings.
3. If you want to change the connection type, you can open the Notification panel and touch **Connected as an installer** or **Connected as a media device**.
4. Choose **Charge only**, **Media Transfer** or **PC Software**, and touch **OK**.

## Disconnect Your Phone From the Computer

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

## Remove the microSD Card From Your Phone

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

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

2. Slide down the screen and touch **Unmout SD card > OK**.

3. The icon appears in the status bar and then you can safely remove the microSD card from the phone.

## Erase microSD Card

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

**NOTE:** The formatting procedure erases all the data on the microSD card, after which the files CANNOT be retrieved.

# Connecting to Virtual Private Networks

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

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

## Add a VPN

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

**NOTE:** You must set a lock screen PIN or password before using VPN.

## Connect to a VPN

1. Touch the **Home Key > Menu Key > System settings > More > VPN**.
2. Touch the VPN that you want to connect to.
3. When prompted, enter any requested credentials, and then touch **Connect**.

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

## Modify a VPN

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

# Delete a VPN

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

# Phone Calls

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

# Placing and Ending Calls

## Place a Call by Dialing

1. Touch the **Home Key >** .
2. In the dialer tab , enter the phone number with the on-screen keypad. Touch to delete wrong digits.

   **NOTE:** As you enter digits, your phone searches for contacts that match. If you see the number you want to dial, touch next to it to place the call immediately without entering the rest of the number.
3. Touch the Phone icon below the keypad to dial.

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

## End a Call

During a call, touch on the screen.

# Answering or Rejecting Calls

When you receive a phone call, the Incoming Call screen opens, displaying the caller ID 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.

## Answer a Call

When you receive a phone call, drag over to answer the call.

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

## Reject a Call

When you receive a phone call, 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 Phone app, touch the **Menu Key > 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 >** **> Call log** or touch the tab in the Phone app.

## Place a Call From the Call Log

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

**NOTE:** You can touch on the bottom of the screen and select the call log type you want to view.

## Add a Call Log Number as a Contact

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

## Take Other Actions on a Call Log Entry

1. Open the call log.
2. Touch a number to view more call information. While viewing the call details, you can:
   - Touch the number to call it.
   - Touch the **Menu Key > Edit number before call** to edit the number in the dialer before calling it.

- Touch to send a message.
- If the number belongs to a contact you have, touch to view contact details.

## Delete the Call Log

1. Open the call log.
2. Touch the **Menu Key > Select item(s)**.
3. Touch the call log items you want to delete and then touch **> OK** to delete the call logs.

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

# Calling Your Contacts

## Call 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 phone numbers.

   **TIP:** You can search for a contact by touching on the screen.
3. Touch a contact or number to call it.

## Call 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 at the top of the screen. Touch a contact or number to call it.

# 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 or off the speaker.
- Touch to mute or unmute your microphone.
- 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 merge separate calls as a single conference call.
- Touch the **Menu Key** for more call options.
- Touch to end the current call.

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

# Managing Multi-party Calls

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

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

## Switch Between Current Calls

When you're on a call, your phone 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.

## Set Up a Conference Call

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

1. On the dialer screen, enter a number and touch .
2. Once you have established the connection, touch and dial the second number. (This puts the first caller on hold 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 .

# Checking Voicemail

Your phone automatically transfers all unanswered calls to your voicemail, even if your phone is in use or turned off. You should set up your voicemail and personal greeting as soon as your phone is activated. Always use a password to protect against unauthorized access.

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

It is strongly recommended that you create a password when setting up your voicemail to protect against unauthorized access. Without a password, anyone who has access to your phone is able to access your voicemail messages.

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

# Using Visual Voicemail

Visual Voicemail gives you a quick and easy way to access your voicemail. With Visual Voicemail, you can find exactly the message you are looking for without having to listen to every voicemail message first. This new feature periodically goes out to your voicemail, and gathers the caller information from all of the current voicemails.

## Set Up Your Visual Voicemail

1. Touch the **Home Key >** **> Voicemail**.
2. Touch **Personalize now** to setup your Voicemail. Follow the instructions to set your password and record your greeting. If you wish to personalize your voicemail later, touch **Close**.

   **NOTE:** It is strongly recommended that you create a password when setting up your voicemail to protect against unauthorized access. Without a password, anyone who has access to your phone is able to access your voicemail messages.
3. Once you have completed the setup process, return to the Visual Voicemail app to view your voicemail inbox.
4. Touch the **Welcome to Voicemail** message on the screen to play a brief explanation of the Voicemail services.

## Check a Visual Voicemail Message

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

2. Touch a voicemail entry to listen to your selected message.
3. While reviewing a voicemail message, the following features are available.
   - **Timeline:** Provide a visual timeline for the current message. Drag this bar to jump to any part of the message.
   - **Pause:** Touch to pause the playback.
   - **Play:** Touch to resume.
   - **Call:** Touch to call back the sender of the current visual voicemail message.
   - **Reply:** Touch to reply to the current voicemail.
   - / **Speaker on/off:** Touch to turn the speakerphone on or off during playback.
   - **Delete:** Touch to delete the current voicemail message.
   - **Share:** Touch to send the current voicemail message.
   - **Move to SD:** Touch to move the current voicemail message to your microSD card.

## Other Voicemail Options

Touch the **Home Key >** **> Voicemail**. You can access the following options:

- Touch to compose a new voicemail message.
- Touch to listen to all new messages.
- Touch on the top of the screen and select to open the **Inbox**, **Trash** or **SD card** folder.
- Touch and hold a message and then choose to delete it, move it to the microSD card, or mark it as read/unread.
- Touch to enter keywords to search for your voicemail messages.
- Touch the **Menu Key > Settings** to configure the Voicemail application settings.

# Adjusting Your Call Settings

## Edit Quick Response to Rejected Callers

1. Touch the **Home Key > Menu Key > System settings > Call > Quick responses**.
2. Touch the text message to edit it.

## Set Voicemail

1. Touch the **Home Key > Menu Key > System settings > Call > Voicemail**.

2. Touch to set the visual voicemail options.

# Set TTY Mode

Your phone is a TTY compatible device. A TTY device can allow people who have hearing or speech disabilities to communicate by telephone. Simply connect the TTY device to the phone's headset jack.

1. Touch the **Home Key > Menu Key > System settings > Call > TTY mode**.
2. Select one of the following options.
   - **TTY Off:** Users who can hear and talk can disable TTY support.
   - **TTY Full:** Users who cannot talk or hear may use this mode to send and receive text messages through TTY device.
   - **TTY HCO:** Users who can hear, but cannot talk, may use this mode to listen to conversation of the other party, and respond via text messages.
   - **TTY VCO:** Users who can talk, but cannot hear, may use this mode to talk through the phone and receive responses via text messages.

# Set Hearing Aids

Your phone supports HAC (Hearing Aid Compatibility) function. When you turn on the hearing aid compatibility and use a hearing aid with a Telecoil to answer the phone, it will help you hear more clearly during the phone call.

For more information on HAC, see *For Your Safety - Turning on the HAC Setting* on page 172.

1. Touch the **Home Key > Menu Key > System settings > Call**.
2. Tick the **Hearing aids** check box to turn on hearing aid compatibility.

## Set DTMF Tones

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

1. Touch the **Home Key > Menu Key > System settings > Call > DTMF Tones**.
2. Touch **Short** or **Long**.

## Set 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 > Menu Key > System settings > Call > Speed dial**.
2. Touch a speed dial key.
3. Enter a phone number or select one from the contact list.
4. Touch **OK**.

# Forward Incoming Calls

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

1. Touch the **Home Key > Menu Key > System settings > Call > Call forwarding**.
2. Touch **Always forward** to enable or disable it, or edit the phone number to be forwarded to.

**NOTE:** See your service plan for applicable charges.

# Other Options

1. Touch the **Home Key > Menu Key > System settings > Call > Additional settings**.
2. The following options are available:
   - **Voice Privacy:** Enable or disable the enhanced privacy mode.
   - **Plus Code Dialing Setting:** Set the Plus Code dialing number. The Plus Code Dialing feature allows you to have the phone automatically dial the international dialing code for your location when you touch and hold the 0 key in the dialer.

# Internet Call Settings

**To add an Internet calling account:**

1. Touch the **Home Key > Menu Key > System settings > 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 phone 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 > Menu Key > System settings > Call**.
2. Touch **Use Internet calling**.
3. Touch the Internet calling option you want.

**To configure your phone to receive Internet calls:**

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

1. Touch the **Home Key > Menu Key > System settings > 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 phone and synchronize them with the contacts in your Google account or other accounts that support contact syncing.

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

# 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, phone 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 phone.

1. Touch the **Home Key >** and touch the all contacts tab .
2. Scroll to the top of the screen and touch **Set up my profile**.
3. Edit your profile information and touch **DONE**.

# Importing, Exporting, and Sharing Contacts

You can import/export contacts from/to your 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.

## Import Contacts From the microSD Card

1. Touch the **Home Key >** .
2. Touch the **Menu Key > Import/export > Import from SD card**.
3. Select an account to save the contacts.
4. Select the vCard file(s) in the microSD card and touch **OK**.

## Export Contacts to the microSD Card

1. Touch the **Home Key >** .
2. Touch the **Menu Key > Import/export > Export to SD card**.
3. The phone will prompt you with the name of the vCard file. Touch **OK** to create the file in the microSD card.

## Share Contacts

1. Touch the **Home Key >** and touch the all contacts tab .
2. Touch the **Menu Key > Select item(s)**.
3. Touch to select the contacts you want to share and then touch .
4. Choose to share the contacts via **Bluetooth**, **Email**, **Gmail** or **Messaging**.

# Working With Favorite Contacts

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

## Add a Contact to Favorites

You can add the contacts 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.

## Remove a Contact From Favorites

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

# Working With Groups

## View Your Contact Groups

1. Touch the **Home Key >** and touch the contact groups tab .

2. Scroll through the list to view the preset groups and the groups you create.
3. Touch a group to view its members.

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

## Add 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**.

## Add 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 .

## Delete a Group

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

## Edit a Group

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

# Searching for a Contact

1. Touch the **Home Key >** .
2. Touch on the bottom of the screen.
3. Input the contact name you want to search for. The contacts matched will be listed.

# Editing Contacts

## Edit Contact Details

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

## Set a Ringtone for a Contact

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

## Delete a Contact

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

**To delete several contacts, you can:**

1. Touch the **Menu Key > Select item(s)** in the all contacts screen.

2. Touch to select the contacts you want to remove and then touch .
3. Touch **OK** to confirm.

## Join Contacts

Your phone can synchronize with multiple accounts containing your contact information (such as Google and Microsoft Exchange ActiveSync). When you synchronize your phone with those accounts, each account adds a separate contact entry in the Contacts list.

You can merge all the separate information of one account into one record in the Contacts list.

1. Touch the **Home Key >** .
2. Touch a contact to which you want to join one or more other contacts, to view the contact's details. This is the contact you will see in the Contacts list after the join.
3. Touch the **Menu Key > Join**. The phone will list the suggested contacts to join.
4. Touch the contact whose information you want to join with the first contact.

The information from the second contact is added to the first contact, and the second contact is no longer displayed in the Contacts list.

You can repeat these steps to join another contact to the main contact.

# Separate Contact Information

If contact information from different sources was joined in error, you can separate the information back into individual contacts on your phone.

1. Touch the **Home Key >** .
2. Touch a contact you want to separate, to view its details.
3. Touch the **Menu Key > Separate**.
4. Touch **OK** to confirm.

The contact information is separated into individual contacts in the list of contacts.

# Accounts

## Adding or Removing Accounts

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

### Add an Account

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

When the account is successfully added, it is displayed in the **Accounts & sync** list.

### Remove an Account

Removing an account will delete it and all information associated with it from your phone, such as emails and contacts.

1. Touch the **Home Key > Menu Key > System settings > Accounts & sync**.
2. Touch the account.
3. Touch the **Menu Key > Remove account > Remove account**.

# Configuring Account Sync

## Configure Auto Sync Setting

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

   Your accounts and sync status are displayed. turns green if automatic sync is enabled for some or all of the accounts data, and gray if automatic sync is disabled.
2. Touch the **ON/OFF** switch to turn on or off automatic sync.
   - When automatic sync is turned on, changes you make to information on your phone or on the web are automatically synced with each other.
   - When automatic sync is turned off, you need to sync manually to collect emails, contacts, or other recent information.

## Sync Manually

1. Open the **Accounts & sync** settings screen.
2. Touch the account whose data you want to sync.

3. Touch the **Menu Key > Sync now**.

## Change an Account's Sync Settings

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

# Email

Touch in the Home Screen and select **Email**. Use it to 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 phone 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 phone 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 the **Menu Key > Account settings** and touch **ADD ACCOUNT** at the top right of the screen.

# Checking Your Emails

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

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

# Responding to an Email

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

## Rely to or Forward an Email

1. Open the email you want to reply to or forward from the Inbox.
2. Do the following as you need:

| To… | do… |
|---|---|
| Reply to the sender, | touch in the message header. |
| Reply to the sender and all recipients of the original message, | touch in the message header **> Reply all**. |
| Forward the message, | touch in the message header **> Forward**. |

3. Edit your message and touch .

## Mark an Email as Unread

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

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

## Delete an Email

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

- While reading a message, touch **> OK**.
- While in a message list (for instance, the Inbox), touch the checkboxes 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 phone, 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.

   **NOTE:** Touch the **Menu Key > Add Cc/Bcc** to send a carbon copy or blind carbon copy to other recipients.

5. Enter the email subject and compose the email text.
6. Touch the **Menu Key > Attach file** 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 the **Menu Key > 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

## Add an Email Account

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

1. Open **Email** to get the Inbox screen.
2. Touch the **Menu Key > 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.

## Edit an Email Account

You can change a number of settings for an account, including how often you check for email, how you're notified of new mails, and details about the servers the account uses to send and receive mails.

1. Open **Email** to get the Inbox screen.
2. Touch the **Menu Key > 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.

## Remove an Email Account

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

2. Touch the **Menu Key > Account settings** and touch the account you want to remove.
3. Touch **Remove account** at the bottom of the screen and then touch **OK**.

# Changing General Email Settings

General settings apply to all email accounts you add.

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

# Gmail™

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

## 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 at the bottom right of 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 phone, you can switch accounts and view information in each account.

1. From your Inbox, touch the current account at the top of the screen.
2. From the 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 the **Menu Key > Attach file** 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 phone is independent of the signature you use for Gmail on the web.

1. Open the **Gmail** app.
2. Touch the **Menu Key > 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. Do the following as you need:

| To… | do… |
|---|---|
| Reply to the sender, | touch in the message header. |
| Reply to the sender and all recipients of the original message, | touch in the message header **> Reply all**. |
| Forward the message, | touch in the message header **> 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 at the top of the message.

Depending on the attachment type, the applications installed on your phone as well as your settings, you may preview, view, play, save the attachment, or check information about the attachment.

**TIP:** For documents with multiple pages, touching the **PREVIEW** option will only download the pages you view. While touching **VIEW**, **PLAY**, or **SAVE** will download the entire file and cost more time and data.

# Searching for Messages

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

**NOTE:** If you search while the phone doesn't have an active Internet connection, only messages synchronized onto your phone 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.

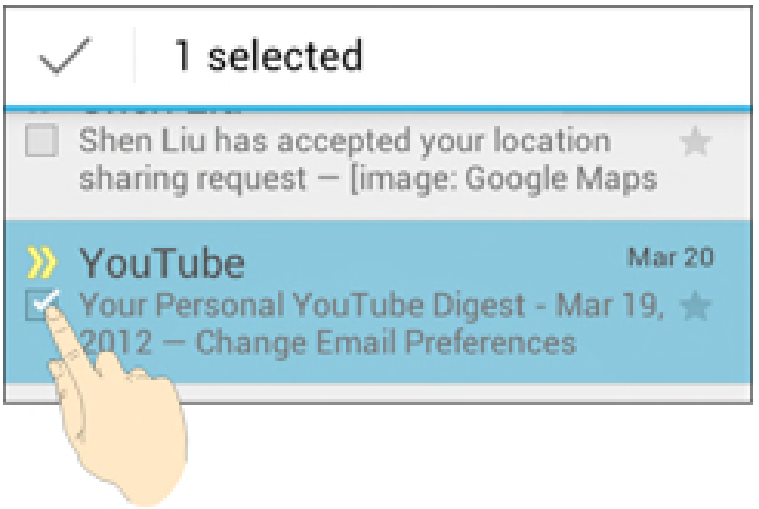
   As you type, suggestions may appear below the search field. You can touch a suggestion to search for it right away, or touch the arrow next to it to add its text to the search field.
3. In the search results, touch the message you need and work with it just as you would with any Gmail message.

# Working With Labels

Message labels include both labels you create and default labels such as **Sent**, **Starred**, and **Outbox**. You can organize your emails by labeling them or adding stars to them. Labels also help you sort your messages, just like folders.

**To label or change labels:**

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




2. Touch the label icon at the bottom of the screen.
3. Check or uncheck labels in the new screen and touch **OK**.

**To add stars to messages:**

1. Open the **Gmail** app and touch in the message list the checkboxes before the messages you want to star.
2. At the bottom of the screen, touch ★.

**To view messages by label:**

1. Open the **Gmail** app and touch the label icon at the bottom of the message list without checking any message.
2. Touch the label to view messages 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 the **RECENT** section, below account names.

# Changing Gmail Settings

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

# Messaging

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

## Opening the Messaging Screen

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

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

- Touch to write a new text or multimedia message.
- Touch to search for 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 at the bottom.
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 to compose** field, and enter the contents of your text message.

**NOTE:** You can touch the **Menu Key** to insert signature, quick text, smiley or contact in text format.

4. Touch .

# Sending a Multimedia Message

1. On the **Messaging** screen, touch at the bottom.
2. Enter the recipient and the text of the message, as you do when sending a text message.
3. Touch the **Menu Key > Add subject** to add a message subject.
4. Touch the paper clip icon beside the message text box to open a menu where you can select the kind of media file to attach to the message.
   - **Pictures:** Select a picture to add to your message.
   - **Capture picture:** Take a photo and add to your message.
   - **Videos:** Select a video clip to attach to your message.
   - **Capture video:** Shoot a video clip and add to your message.
   - **Audio:** Select an audio file to add to your message.
   - **Record audio:** Record an audio file and add to your message.
   - **Slideshow:** Edit a slideshow and add to your message.
   - **Files:** Select a file to add to your message.

- **People:** Select a contact to add to your message as an attachment.

5. Touch or **Send**.

# 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. You can touch the attach icon if you want to reply with an MMS.
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. Touch and hold a message in a thread.
2. Touch **View details** to see information about the message, such as message type, recipient, and date.

# Deleting Messages or Threads

**To delete messages in a thread:**

1. On the **Messaging** screen, touch a thread.
2. Touch the **Menu Key > Select item(s)**.
3. Touch the messages you want to delete. The ones you touch will have a check in the box in front of them.
4. Touch at the bottom.
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 bottom.
4. Touch **Delete**.

# Changing Message Settings

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

# Calendar

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

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

# Viewing Your Calendars and Events

## Select Visible Calendars

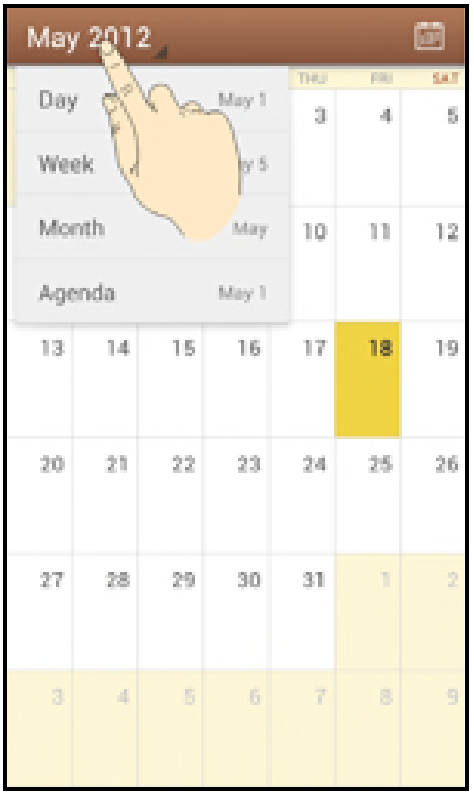
1. Open the **Calendar** app.
2. Touch the **Menu Key > Calendars to display**.
3. Touch the calendars to check the ones you want to see or uncheck the ones you'd like to hide.

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

## Change Calendar Views

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

To change calendar views, touch the date shown at the top left of the screen and select the view you prefer.




**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.

## View Event Details

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

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

# Creating an Event

1. In any Calendar view, touch the **Menu Key > New event** to open an event details screen for a new event.

   You can also touch a spot in Day or Week view twice 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 account, you can choose a calendar account to add the event to 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 at the top of the screen.<br>Touch **DONE** to save your changes. |

| | |
|---|---|
| Delete the event, | touch at the top of the screen and then touch **OK**. |
| Share the event, | touch at the top of the screen and choose a method to send the event. |

# Changing Calendar Settings

To change Calendar settings, open a Calendar view (Day, Week, Month, or Agenda). Then touch the **Menu Key > 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 phone, on the web, or with a desktop application.

## Signing In to 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 then displayed.

**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 the **Menu Key > Sign out**.

## Adding a Friend

You can invite anyone with a Google Account to become your friend in Google Talk.

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

You can use Google Talk to chat with friends by exchanging text messages. If your friends have a microphone or camera on the device where they're using Google Talk, you can also invite them to chat by voice and video.

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 or to initiate a video chat or voice chat if the friend is online.

## Switch Between Active Chats

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

1. Touch the **Back Key** to return from one chat to the friends list. Then touch another friend you want to chat with.
2. While you are in one chat screen with a friend, swipe left or right to switch to the chat screens with other friends.

## Use Group Chat

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

1. On a chat screen, touch the **Menu Key > 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.

## End the Chat

While on a chat screen, touch the **Menu Key > End chat**.

You can also touch the **Menu Key > 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 the **Menu Key > Settings** to change Google Talk settings for your account.

# Google+

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

Touch in the Home Screen and select **Google+**. The first time you open the Google+ app, select the instant upload and contact sync options.

# Organizing Your Contacts

1. Open the **Google+** app.
2. Touch on the top left on the screen and select **Circles**.
3. Touch **PEOPLE > Find & invite people**.
4. Touch 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 on the top left on the screen and select **Stream**.
3. Swipe left or right to see different information shared with you by other users. Touch the **Menu Key > Choose circles** to choose what groups of information are shown.

- **NEARBY** shows posts shared with you by users near your current location.
- **ALL CIRCLES**, **ACQAINTANCES**, **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 on the top left on the screen and select **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.

# Having a Hangout

Hangouts allow you to video chat with your contacts on Google+.

Touch on the top left on the screen and select **Hangout** in the **Google+** app. You can start or join a Hangout directly from the Google+ app.

# Checking Photos

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

Touch on the top left on the screen and select **Photos** in the **Google+** app to see all available albums.

# Checking and Managing Your Profile

1. Touch on the top left on the screen and select **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 **PHOUTOS** 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 use the web browser.

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

## Open a Web Page or Search the Web

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 microphone icon to search by voice.
3. Touch a suggestion or touch **Go** on the keyboard.

If you touch a suggested page or enter an address and touch **Go**, that web page opens. If you touch a suggested query, your web search engine opens with the results.

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

## Set the Homepage

1. Open the page you want to set as your home page.
2. Touch the **Menu Key > Settings > General > Set homepage**.
3. You can choose one of the following options:
   - **Current page:** Set the current page as the homepage.
   - **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.

## Get 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 the **Menu Key > Forward**.
- **Refresh the page:** Touch the **Menu Key > Refresh**. Or touch the address box and then touch .
- **Find text on the page:** Touch the **Menu Key > Find on page** and type the terms you search for.
- **Send the page URL to friends:** Touch the **Menu Key > 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 the **Menu Key > Save for offline reading**. You can touch the **Menu Key > Bookmarks > 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 the **Menu Key** and check **Request desktop site**.
- Besides links, **Browser** also recognizes some phone 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:**

1. Touch the tabs icon to the right of the address box.
2. Touch **+** at the top right of the screen. A new browser window opens and the homepage is loaded.

**To switch between windows:**

1. Touch the tabs icon to the right of the address box.
2. Swipe vertically to scroll through the list of opened tabs.
3. Touch the thumbnail of the window you want to open.

**TIP:** Swipe a thumbnail horizontally or touch its **X** to close the window. Touch **X** on the top right of the screen to close all windows.

**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 phone once you close the window.

1. Touch the tabs icon to the right of the address box.
2. Touch the **Menu Key > New incognito tab**.

# Downloading Files

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

You can view or open the downloaded files in the **Downloads** app ( **> Downloads**).

# Using Bookmarks

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

To open a bookmark, touch the **Menu Key > Bookmarks** in a browser window and then touch the bookmark.

## Bookmark a Web Page

1. Open the web page.
2. Touch the **Menu Key > Save to bookmarks**.

3. Edit the bookmark label and address if necessary, or choose a different account.

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

4. Touch **OK**.

## Edit a Bookmark

1. Touch the **Menu Key > Bookmarks** in the web page screen.
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**.

## Delete a Bookmark

1. Touch the **Menu Key > Bookmarks** in the web page screen.
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 the **Menu Key > Settings** in the web page screen.

# Maps, Navigation, Local, and Latitude

## Activating Location Services

To use **Navigation**, **Local**, **Latitude**, and find your location on Google Maps, you must enable location services on your phone.

1. Touch the **Home Key > Menu Key > System settings > Location services**.
2. Select the location options you want to use.

   Check **Use Wireless Networks** to use Wi-Fi and mobile networks to determine your approximate location; check **Use 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 .
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 keyboard. 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, car, etc.

1. Touch in the Home Screen and select **Maps**.
2. Touch at the bottom.

3. Enter a start and end point and select the mode of transportation. If you have enabled My Location, this will appear in the start point field by default.
4. Touch **GET 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 **> Navigation** from the Home Screen to use Google Maps Navigation (beta) and get turn-by-turn voice directions.

# Searching for Local Places

Google Local 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 **Local**. Or from the **Maps** app, touch the top left of the screen and select **Local**.
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 the **Menu Key > 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 to refresh friends' status.
- Touch **MAP VIEW** to see friends on **Maps**. You can touch the left/right arrow to switch between each friends and yourself.
- Touch to add new friends to Latitude from contacts, via email addresses, or from suggested friends.

- Touch the **Menu Key > Show/Hide stale friends** to show or hide stale friends, who haven't updated their location with you for a while.
- Touch the **Menu Key > Location settings** to change Latitude settings or sign out of Latitude service.

# Google Search, Voice Search, and Voice Actions

You can search for information on the web or on your phone 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.
2. Enter the terms you want to search for and touch the search button on the screen keyboard, or touch a search suggestion.

## Searching by Speaking

1. Touch the microphone 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 microphone 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.

**NOTE:** You can also use Voice Dialer ( **> Voice Dialer**) to dial a phone number in your Contacts, open menus or launch phone functions.

# Changing Search and Voice Search Settings

Open the **Search** app and touch the **Menu Key > Settings** to set Searchable items and Google Search options.

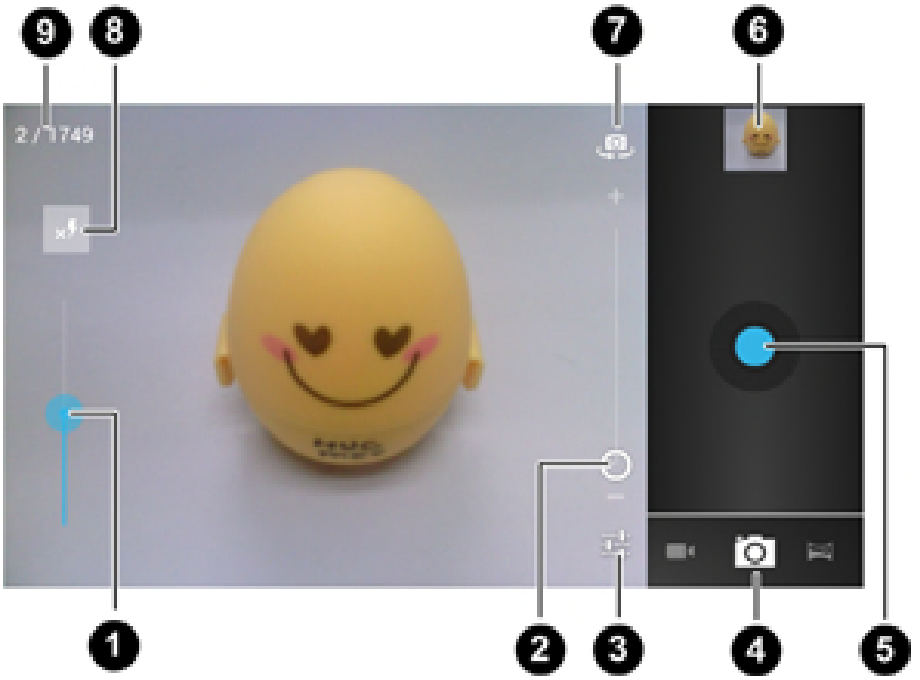
To set Voice Search settings, touch in the Home Screen the **Menu Key > System settings > Language & input > Voice Search**.

# Camera

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

## Capturing a Photo

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



| Number | Function |
|---|---|
| ❶ | Hold the blue dot and slide to adjust brightness. |
| ❷ | Hold the circle and slide to zoom in or out. You can also press the **Volume Keys** to zoom in or out. |
| ❸ | Change the camera settings. |
| ❹ | Switch to the camcorder or panorama. |
| ❺ | Capture a photo. |
| ❻ | View photos and videos you have captured. |
| ❼ | Switch between the front and the back cameras. |
| ❽ | Change the flash setting, only available for the back camera. |
| ❾ | Photo counter: Shows how many pictures you have taken and how many more pictures you can take. |

3. If **Touch AF/AEC** is turned on in camera settings, touch the area where you want the camera to focus. Green brackets appear around the area you touched.
4. Lightly touch the blue button to take a picture.

**WARNING!** Keep a safe distance when using the flash. Do not point the flash toward people or animals' eyes.

# Customize Camera Settings

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

**NOTE:** Some options are not available for the front camera.

| | |
|---|---|
| Geo-tagging or | Set whether your location is stored with each photo you take. |
| White balance | Select how the camera adjusts colors in different kinds of light, to achieve the most natural-looking colors for your photo. Or allow the camera to adjust the white balance automatically. |
| Exposure | Adjust the exposure. To let the camera set the exposure without adjustment, touch 0. |
| Camera settings | Set the picture size, touch AF (automatic focus) / AEC (automatic exposure control), shutter tones, timing photo, composition line, picture quality, color effect, ISO, sharpness, or restore default camera settings. |

# Taking a Panoramic Photo

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

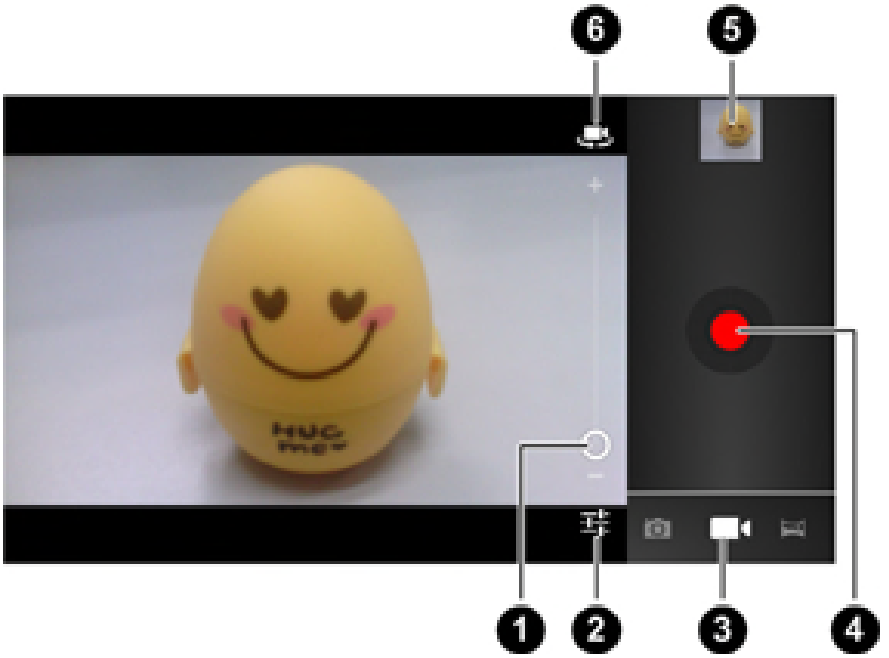
2. Touch the switch and then touch to enable the panorama mode.
3. Frame one side or the other of the scene you want to include in the panorama.

   For example, if you're photographing a bridge, frame the end of the bridge where you want to start your panorama.
4. Touch the green button and slowly start panning across the area you want to include in the panorama.

   In the bridge example, pan slowly and steadily from one end to the other.
5. When you reach the end of your shot, touch . The panorama appears immediately, and the phone displays a progress indicator while it saves the image.
6. To view the image, touch the thumbnail near the green button.

# Recording a Video

1. Touch in the Home Screen and select **Camera**.
2. Touch the switch and then touch to open the camcorder.
3. Aim the camera at the subject and make any necessary adjustment.




| Number | Function |
|---|---|
| 1 | Hold the circle and slide to zoom in or out. You can also press the **Volume Keys** to zoom in or out. |
| 2 | Change the camcorder settings. |
| 3 | Switch to the camera or panorama. |
| 4 | Record a video. |
| 5 | View photos and videos you have captured. |
| 6 | Switch between the front and the back cameras. |

4. Touch to start recording.
5. Touch to stop recording.

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

# Customizing Camcorder Settings

Before recording a video, you can touch to open the following camcorder setting options.

**NOTE:** Some options are not available for the front camera.

| | |
|---|---|
| Flash mode or | Turn flash off or on. |
| Geo-tagging or | Set whether your location is stored with each video you record. |
| White balance | 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. |
| Video quality | Adjust video quality. |
| Camera settings | Restore default camera 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 phone are displayed in a number of albums.

**To view album contents:**

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

**To share albums:**

1. Touch and hold an album until it is selected.
2. Touch more albums that you want to share.
3. Touch 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 **> 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**.

# Working With Pictures

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

| Number | Function |
|---|---|
| ❶ | Touch to return to the album, where all its contents are displayed in a grid. |
| ❷ | Thumbnails of all the pictures and videos in the album. Swipe left or right to see more; touch a thumbnail to view it in full screen. |
| ❸ | Share the picture. |

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

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

## Retouch 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 the **Menu Key > 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, emphasize highlight or shadows, or set to auto-fix. |

| | |
|---|---|
| FX | Apply effects such as cross-processing, posterizing, lomography, documentary, vignetting, film grain and fisheye. |
| | Apply color filters for warmth, saturation, B&W, sepia, negative, and other effects - including doodling on the image. |
| | Crop, fix red eye, 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.

## Share Your Pictures

1. Touch an album in the gallery and then touch a picture.
2. Touch 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

## Play Videos

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

2. The video starts playing. Touch the video screen to view the playback controls.

## Share Videos

1. Touch an album in the gallery and then touch and hold the thumbnail of a video.
2. Touch at the top of the screen.
3. Select how you want to share the video.

# Music

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

## Copying Music Files to Your Phone

Before using Music, you need to copy audio files from your computer to your phone'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.

## Viewing Your Music Library

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

Touch the tabs at the top of the screen to view your music library organized by **ARTISTS**, **ALBUMS**, **SONGS**, **PLAYLISTS**, or **FAVORITE**.

## Set a Song as the Default Ringtone

The song will be used as the ringtone for all incoming calls, except those from contacts you have assigned special ringtones to (see *People – Editing Contacts – Set a Ringtone for a Contact*).

1. Touch in the Home Screen and select **Music** to see the music library.

   **NOTE:** If you are in the playback screen, touch the **Menu Key > Library** to return to the music library.
2. Touch next to a song in any list.
3. In the menu that opens, touch **Use as phone ringtone**.

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

## Delete a Song

1. Touch in the Home Screen and select **Music** to see the music library.

   **NOTE:** If you are in the playback screen, touch the **Menu Key > Library** to return to the music library.
2. Touch next to a song in any list.
3. In the menu that opens, touch **Delete > OK**.

# Playing Music

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

| Number | Function |
|---|---|
| 1 | Touch to open the current playlist. |
| 2 | Song, artist and album information. |
| 3 | Touch to toggle repeat mode: no repeat, repeat the current song, or repeat the current playlist |

| | |
|---|---|
| 4 | Playback control. Skip songs or pause and resume playback. Drag the slider to jump to any part of the song. |
| 5 | Touch to play the current playlist in shuffle mode, where tracks are played in random order. |
| 6 | Album artwork. |
| 7 | Touch for more options, the same as touching the **Menu Key**. |

# Managing Playlists

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

## Create a Playlist

1. Touch next to the song in the music library.
2. In the menu that opens, touch **Add to playlist**.
3. Touch **New**.
4. Type the playlist name and touch **Save**.

The playlist is created and the song you selected is added to the playlist.

## Add a Song to a Playlist

1. Touch next to the song in the music library.
2. In the menu that opens, touch **Add to playlist**.

3. Touch the name of the playlist you want the song added to.

The song is added to the playlist.

**TIP:** Want to rearrange the songs in a playlist you create? Open the playlist and touch and hold the small grid in front of a song. Drag up or down to change its order in the playlist.

## Remove a Song From a Playlist

1. Open a playlist.
2. Touch the **Menu Key > Remove Songs**.
3. Touch the song or songs you want to remove.
4. Touch **> OK**.

## Delete or Rename a Playlist

1. Touch the **PLAYLISTS** tab in the music library to see all the playlists.
2. Touch next to a playlist and touch **Rename** or **Delete** in the menu that opens.

**NOTE:** These options may not be available for certain automatically created playlists, such as **Recently added**.

# Play Music

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

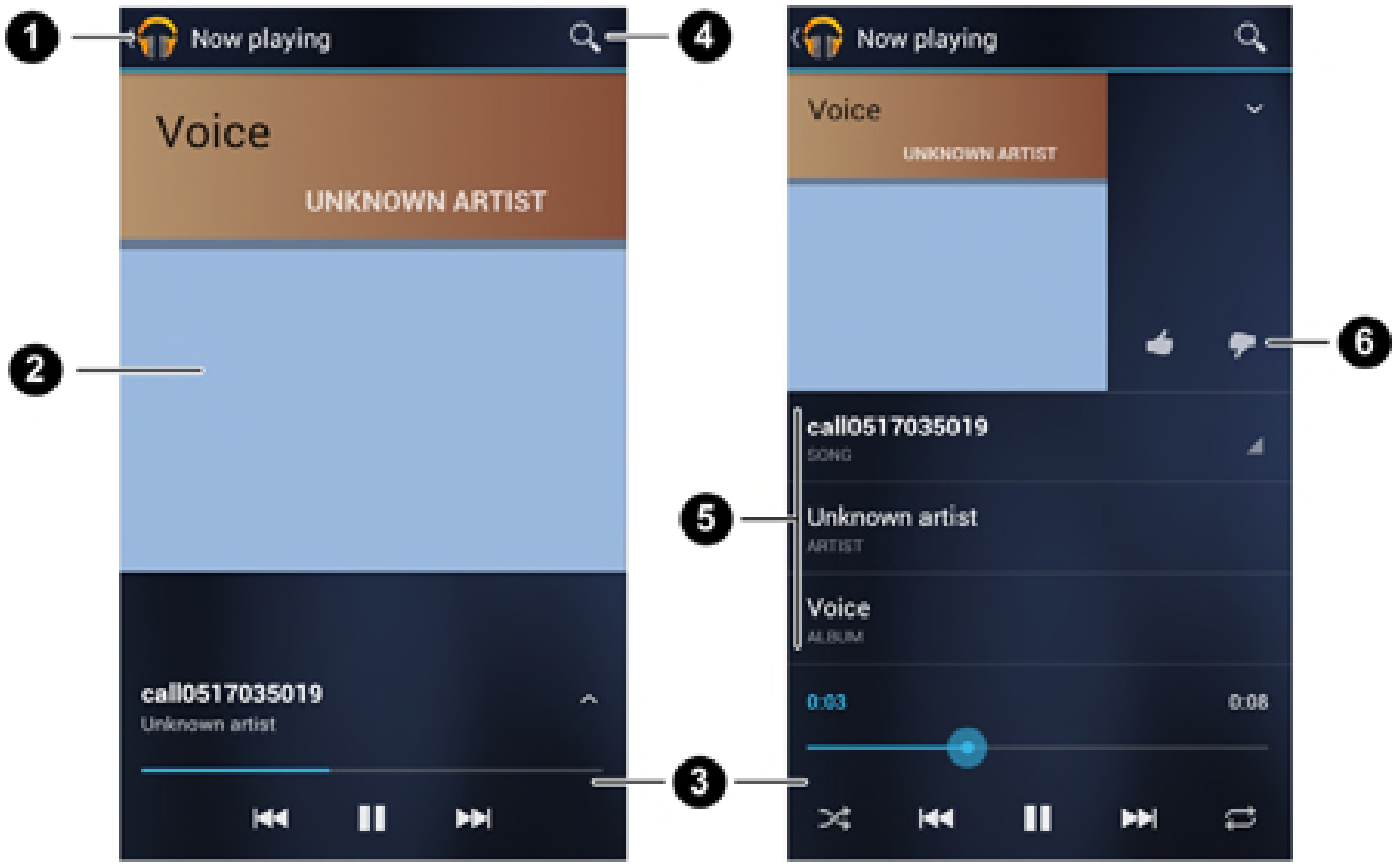
**NOTE:** The availability of Google Music is dependent on your region. If it is not available, or you don't have a mobile data or Wi-Fi connection, you can only play music stored on your phone.

# Playing Your Music

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

The app searches your online library and your phone for music and playlists before displaying your combined music library, organized by **RECENT**, **ARTISTS**, **ALBUMS**, **SONGS**, **PLAYLISTS**, and **GENRES**. To changes views of your library, swipe left or right when holding the phone upright, or touch the view name at the top left of the screen when holding the phone on its side.

Touch a song to play it.




| Number | Function |
|---|---|
| 1 | Touch to see the current playlist. |
| 2 | Album artwork. |
| 3 | Playback control. Skip songs, pause and resume playback, use shuffle or repeat. Drag the slider to jump to any part of the song. |
| 4 | Search for music. |

Touch the album artwork, the song information or below the artwork to show more options.

| Number | Function |
| --- | --- |
| 5 | Song, artist and album names. Touch and hold to search for related information. |
| 6 | Rate the song. |

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

- In the **Play Music** app, touch the Now Playing bar at the bottom (portrait mode) of the screen to restore the playback screen.
- In other apps, flick down the notification panel. Touch the song title to restore the playback screen, or just pause/ resume playback or skip to the next song.
- When the screen is locked, the song information as well as playback control is displayed on top of the screen. You can pause/resume playback or skip songs.

# Managing Playlists

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

**To create a playlist or add a song to a playlist:**

Touch and hold the song or touch next to the song, and select **Add to playlist**.

**To rearrange songs in a playlist:**

1. Open a playlist in the **PLAYLISTS** tab of the music library.
2. Touch and hold the small grid in front of a song.
3. Drag the grid up or down to change its order in the playlist.

**To remove songs from a playlist:**

1. Open the playlist in the **PLAYLISTS** tab of the music library.
2. Touch and hold the song or touch next to the song you want to remove.
3. Select **Remove from playlist**.

**To rename or delete a playlist:**

1. Swipe to the **PLAYLISTS** tab in the music library to see all the playlists.
2. Touch and hold a playlist or touch next to the playlist.
3. Touch **Rename** or **Delete** in the menu that opens.

# Video Player

Use the video player to play various kinds of videos.

## Opening the Video Library

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

Touch the tabs at the top of the screen to view the available videos.

- **ALL:** all videos on your phone.
- **RECENTLY:** recently added videos on your phone.
- **CAMERA:** videos you have recorded with the phone camera.

## Playing Videos

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

Touch the video to show the playback controls. You can pause and resume the playback, or jump to any part of the video. You can also exit the video by touching 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 at the bottom right of the screen and select how you want to share them.

**To rename a video:**

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

**To view details of a video:**

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

# Sound Recorder

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

# Recording a Voice Memo

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

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

# Playing a Voice Memo

**To play a memo you just recorded:**

Touch at the bottom of the screen.

**To play any saved memo:**

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

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

# More Apps

## Alarm

Set alarms or turn the phone into a bedside clock.

### Set a New Alarm

1. Touch in the Home Screen and select **Alarm**.
2. Touch a default alarm to configure it, or touch **+** at the bottom of the screen to create a new alarm.
3. Tick **Turn alarm on** and set up the alarm options, such as time, repeat, and ringtone.
4. Touch the **Back Key** to save and exit.

### Use Bed Clock

Bed clock displays the current time and the next alarm.

1. Touch in the Home Screen and select **Alarm**.
2. If necessary, touch the **Menu Key > Preferences** in the **Alarm** screen to set up bed clock options. Then touch the **Back Key** to return to the **Alarm** screen.
   - **Enable bed clock:** Turn on or off the bed clock function.
   - **Bed clock never sleeps:** Keep the bed clock screen turned on when charging the phone.

- **Side button behavior:** Set what the **Volume Keys** do when pressed during an alarm.

3. Touch the **Menu Key > Bed Clock** to open the bed clock screen.

# Calculator

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

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

# Chrome

Touch in the Home Screen and select **Chrome**. Google Chrome is a web browser on your phone. When you sign in to Chrome with your Google Account, you can enable sync to access your Chrome bookmarks, browsing history, and open tabs from other devices where you're also signed in.

For detailed information, touch the **Menu Key > Help** in the browser.

# File Manager

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

# Mi-Power

Touch in the Home Screen and select **Mi-Power**. You can use **Mi-Power** to save the battery life of your phone.

# News and Weather

**News & Weather** offers weather forecasts and news stories about common topics. You can also customize the news topics that are displayed.

Touch in the Home Screen and select **News & Weather**. Swipe left or right to view weather forecast and news headlines under different news topics.

Touch the **Menu Key** to refresh news and forecast data, or to change the settings.

# Note pad

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

Touch **ADD NOTE** to create a new note. Then enter your text and touch to save it.

Touch a note to view its entire content. You can also delete, share it, or change its title.

# Play Books

Touch in the Home Screen and select **Play Books** to read ebooks purchased from Play Store.

Touch a book cover displayed in Play Books to start reading it.

You can also touch the shop bag icon at the top to buy more books from Play Store, or touch to search by book title or author name.

# Play Movies

Touch in the Home Screen and select **Play Movies** to watch movies you rent from Play Store as well as your personal videos stored on the phone.

- The **MY RENTALS** tab displays your recent movie rentals. You can stream them for online watching or download them to watch offline.
- The **PERSONAL VIDEOS** tab displays videos from other sources. Touch one video to play it.

# Task Manager

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

- Touch a task in the **TASKS** tab to see its detail. Touch **Close** beside a task name to stop the task.
- Touch the **APPS** tab to manage all the apps on your phone and memory card.
- Touch the **RESOURCES** tab to view the real-time system resources information.

# Timer

Touch in the Home Screen and select **Timer** to use stopwatch or time countdown.

Stopwatch allows you to record lap times, while countdown allows you to set a time and count down to 0.

# World Time

Touch in the Home Screen and select **World time** to check local time for cities around the world.

Touch **+** at the bottom to add a new city.

# 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 phone.

## Browsing and Searching for Apps

You can browse apps by category. Touch a top-level category, such as **GAMES** 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 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 **Download** (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.

## View Your Downloaded Apps

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

## Uninstall an App

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

# Settings

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

# 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, allow data roaming or restrict background data for individual apps.

**NOTE:** Boost Mobile may account for data usage differently than the data measured by your phone.

## Call

Customize the settings for phone calls. See *Phone 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 phone'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*.

## Mobile Networks

Control mobile data use and select the network mode. 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 the vibration mode.

## Display

- **Brightness:** Set the brightness of the display.
- **Wallpaper:** Select a background image for the Home Screen.
- **Sleep:** Set the length of time of inactivity before the screen turns off automatically.
- **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.
- **Calibration:** Place your phone on a level surface to calibrate it.

## Storage

Check memory information for your memory card and internal storage.

- **Save Location:** Set the phone internal storage or microSD card as the default file saving location. The file includes your taken pictures, recorded videos, downloaded files from the Internet, attachments in MMS or Email, files received via Bluetooth, etc.
- **Unmount SD card:** Unmount the memory card from your phone so that you can safely remove the card while the phone is on.

- **Erase SD card:** Erase all data on your memory card.

## Battery

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

## Apps

See apps installed on your phone and manage them.

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

**NOTE:** Not all applications can be moved or uninstalled. microSD Card not included. Must be purchased separately.

## PC Connection

Set the connection type for your phone.

Touch **Connect type** to select the default connection type to use when you connect your phone to the computer.

Tick the **Ask me** check box to make the phone prompt which connection type to use when you connect your phone to the computer.

## Activate Your Phone

Touch **Activate this device** and follow the prompts to activate your phone. For detailed information, please contact the service provider.

# Personal

## Emergency Alerts

You can choose to receive the types of emergency alerts you need. Just tick the checkboxes next to the emergency alert types.

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

## Location Services

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

Check **Use My Location for Google search** to improve Google search results and other services using your location information.

## Security

- **Screen lock:** Lock the screen with long press, pattern, PIN, or password. See *Personalizing – Protecting Your Phone With Screen Locks*.
- **Make pattern visible:** Show the pattern as you draw it.
- **Automatically lock:** Set the time needed for the lock protection to be activated after the screen turns off.
- **Vibrate on touch:** Vibrate as you draw the pattern or enter the PIN/password to unlock the phone.
- **Owner info:** Set the text to display on the lock screen.
- **Encrypt phone:** Encrypt your data on the phone to protect your privacy. See *Personalizing – Protecting Your Phone With Encryption*.
- **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 for your system.
- **Personal dictionary:** Add new words to the phone dictionary or remove words from the dictionary. The words you add are used for spelling check and word suggestion.
- **KEYBOARD & INPUT METHODS:** Choose the default text input method and 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:** Hide recognized offensive words when you use Google voice recognition to transcribe your voice into text.
  - **Personalized recognition:** Tick the checkbox to improve speech recognition accuracy.
  - **Google Account dashboard:** Manage your collected data.
- **Text-to-speech output:**
  - **PREFERRED ENGINE:** Select the speech synthesis engine you want to use or change its settings.

    - **Speech rate:** Adjust the speed at which the onscreen text is spoken.
    - **Listen to an example:** Play a brief sample of the speech synthesizer, using your current settings.
- **Pointer speed:** Set the response speed of pointer when touching on 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.
- **Automatic restore:** Restore previously backed up settings and data when you reinstall an app.
- **Factory data reset:** Reset your phone to factory status. All your personal data from the phone's internal storage will be erased. You can also erase the data on the memory card during the process.

# System

## Date and Time

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

## Accessibility

Configure the system accessibility options and accessibility plug-ins on your phone, such as using **TalkBack** for the visually-impared.

## Developer Options

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

## About Phone

View phone status, legal information and other information. You can also check for system updates.

# For Your Safety

## General Safety

- Don’t make or receive handheld calls while driving. And never text while driving.
- Don’t use at gas stations.
- Keep your phone at least 1.5 cm away from your body while making calls.
- Your phone may produce a bright or flashing light.
- Small parts may cause choking.
- Don’t dispose of your phone in fire.
- Your phone can produce a loud sound.
- 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 phone dry.
- Switch off when told to in aircrafts and airports.
- Don’t take your phone apart.
- Switch off when near explosive materials or liquids.
- Only use approved accessories.
- Don’t rely on your phone for emergency communications.

# Radio Frequency (RF) Energy

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

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

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

**The SAR limit set by the FCC is 1.6 W/kg.**

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

The highest SAR values for this model phone as reported to the FCC when tested for use at the ear and on the body are:

**Head: 0.764 W/kg**, **Body: 1.29 W/kg**

(Body-worn measurements differ among phone models, depending upon available enhancements and FCC requirements.)

While there may be differences between the SAR levels of individual Warp Sequent™ phones and at various positions, they all meet the government requirement.

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

FCC ID: Q78-ZTEN861

For body worn operation, this phone has been tested and meets the FCC RF exposure guidelines for use with an accessory that contains no metal and that positions the handset a minimum of 1.5 cm from the body. Use of other enhancements may not ensure compliance with FCC RF exposure guidelines. If you do not use a body-worn accessory and are not holding the phone at the ear, position the handset a minimum of 1.5 cm from your body when the phone is switched on.

# FCC Compliance

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

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

**NOTE:** This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules.

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

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

# Using Your Phone With a Hearing Aid Device

Your Warp Sequent™ is compliant with the FCC Hearing Aid Compatibility (HAC) requirements. For additional HAC information, including the HAC rating of this product, please refer to www.zteusa-support.com.

When some wireless phones are used near some hearing devices (hearing aids and cochlear implants), users may detect a buzzing, humming, or whining noise. Some hearing devices are more immune than others to this interference noise, and phones also vary in the amount of interference they generate. The wireless telephone industry has developed ratings for some of their mobile phones to assist hearing device users in finding phones that may be compatible with their hearing devices. Not all phones have been rated. Phones that have been rated have a label on the box.

**Your Warp Sequent™ has been tested for hearing aid device compatibility and has an M4/T4.**

These ratings are not guaranteed. Results will vary, depending on the level of immunity of your hearing device and the degree of your hearing loss. If your hearing device happens to be vulnerable to interference, you may not be able to use a rated phone successfully. Trying out the phone with your hearing device is the best way to evaluate it for your personal needs.

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

**T-Ratings:** Phones rated T3 or T4 meet FCC requirements and are likely to be more usable with a hearing device's telecoil ("T Switch" or "Telephone Switch") than unrated phones. T4 is the better/higher of the two ratings. (Note that not all hearing devices contain telecoils.) The more immune your hearing aid device is, the less likely you are to experience interference noise from your wireless phone.

Hearing devices may also be measured for immunity to this type of interference. Your hearing device manufacturer or hearing health professional may help you find results for your hearing device.

For additional information about the FCC's actions with regard to hearing aid compatible wireless devices and other steps the FCC has taken to ensure that individuals with disabilities have access to telecommunications services, please go to www.fcc.gov/cgb/dro.

# Turning on the HAC Setting

To turn on the HAC function, touch the **Home Key > Menu Key > System settings > Call** and tick the **Hearing aids** check box. For detailed information, refer to "Using Your Phone With a Hearing Aid Device" on page 171.

This section applies to T-Rating only and hearing aids that contain telecoils. When the HAC setting is on, your Warp Sequent™ sends the audio from your phone calls to the telecoil rather than to the microphone of your hearing aid. You are likely to hear calls much better because volume is increased and background noise and feedback are diminished. The HAC setting improves only the calls you listen to through the earpiece. It does not affect calls heard on the speaker or with a headset. HAC requires extra battery power, so watch your battery consumption when it's turned on.

**CAUTION:** Do not turn on the HAC setting unless you use a hearing aid with a telecoil. Using this setting without a hearing aid or with a hearing aid without a telecoil may be harmful to your hearing.

# Distraction

## Driving

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

## Operating Machinery

Full attention must be given to operating 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 phone and any consequences of its use.

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

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

- Do not attempt to disassemble your phone or its accessories, only authorized personnel must do so.
- Do not expose your phone 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 phone in your back pocket as it could break when you sit down.

## Battery

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

- Promptly dispose of used batteries in accordance with local regulations.
- Battery usage by children should be supervised.
- Avoid dropping the phone or battery.
- Improper battery use may result in a fire, explosion, or other hazard.
- The phone shall only be connected to products that bear the USB-IF logo or have completed the USB-IF compliance program.

## Small Children

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

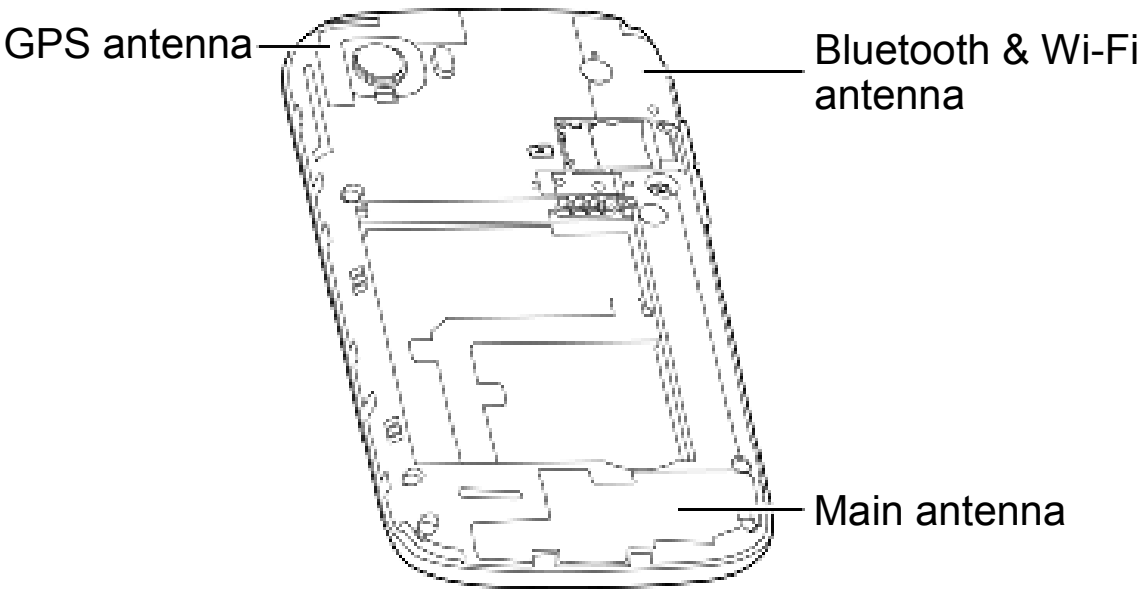
They could hurt themselves or others, or could accidentally damage the phone.

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

## Demagnetization

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

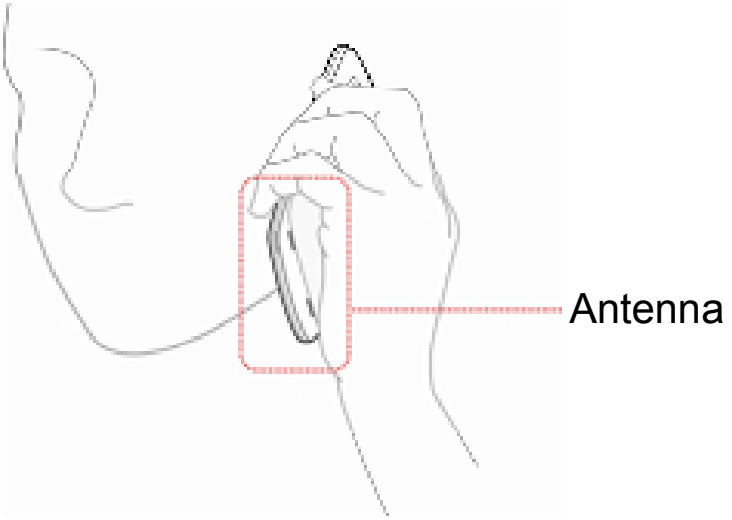
# Antenna

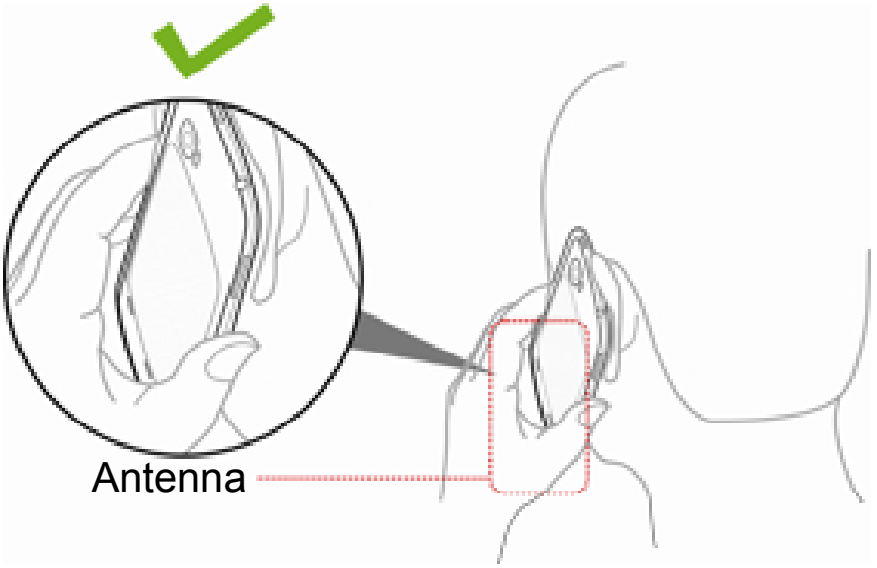



Do not touch the antenna unnecessarily.

# Normal Use Position

When placing or receiving a phone call, hold your phone to your ear, with the bottom toward your mouth. Keep your phone at least 1.5 cm away from your body.






## Air Bags

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

Store the phone safely before driving your vehicle.

## Seizures/Blackouts

The phone can produce a bright or flashing light. A small percentage of people may be susceptible to blackouts or seizures (even if they have never had one before) when exposed to flashing lights or light patterns such as when playing games or watching video. If you have experienced seizures or blackouts or have a family history of such occurrences, please consult a physician. To reduce the risk of blackouts or seizures, you can use your phone in a well lit room and take frequent breaks.

## Repetitive Strain Injuries

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

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

## Emergency Calls

This phone, like any wireless phone, operates using radio signals, which cannot guarantee connection in all conditions. Therefore, you should not rely solely on any wireless phone for emergency communications.

## Loud Noise

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

## Phone Heating

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

# Electrical Safety

## Accessories

Use only approved accessories.

Do not connect with incompatible products or accessories.

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

## Connection to a Car

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

## Faulty and Damaged Products

Do not attempt to disassemble the phone or its accessory.

Only qualified personnel must service or repair the phone or its accessory.

If your phone 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 the store where you purchased it or call ZTE hotline 877 817 1759 to ask for help.

# Radio Frequency Interference

## General Statement on Interference

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

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

## Pacemakers

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

## Hearing Aids

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

The level of interference will depend on the type of hearing device and the distance from the interference source, increasing the separation between them may reduce the interference. You may also consult your hearing aid manufacturer to discuss alternatives. For more information, please refer to “Using Your Phone With a Hearing Aid Device” on page 171.

## Medical Equipment

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 and enable the airplane mode of your phone when boarding an aircraft.

## Interference in Vehicles

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

# Explosive Environments

## Gas Stations and Explosive Atmospheres

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

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

## Blasting Caps and Areas

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

# Consumer Limited Warranty

ZTE ("Seller") offers you a limited warranty that the enclosed product or products (the "Product") will be free from defects in material and workmanship for a period that expires one year from the date of sale of the Product to you, provided that you are the original end-user purchaser of the Product and provided that your purchase was made from a supplier authorized by the Seller. Transfer or resale of a Product will automatically terminate warranty coverage with respect to that Product. This limited warranty is not transferable to any third party, including but not limited to any subsequent purchaser or owner of the Product. This limited warranty is applicable to end users in the United States and Puerto Rico.

Seller will, at its sole and absolute discretion, either repair or replace a Product (which unit may use refurbished parts of similar quality and functionality) if found by Seller to be defective in material or workmanship, or if Seller determines that it is unable to repair or replace such Product, Seller will refund the purchase price for such Product, provided that the subject Product (i) is returned to a Seller authorized service center within the one year warranty period, and (ii) is accompanied by a proof of purchase in the form of a bill of sale

or receipted invoice which evidences that the subject Product is within the one year warranty period. After the one year warranty period, you must pay all shipping, parts and labor charges. In the event that the product is deemed un-repairable or has been removed from the list of products supported by the Seller, you will only be liable for shipping and labor charges.

This limited warranty does not cover and is void with respect to the following: (i) any Product which has been improperly installed, repaired, maintained or modified; (ii) any Product which has been subjected to misuse (including any Product used in conjunction with hardware electrically or mechanically incompatible or used with accessories not approved by Seller), abuse, accident, physical damage, abnormal operation, improper handling, neglect, exposure to fire or liquid; (iii) any Product operated outside published maximum ratings; (iv) cosmetic damage; (v) any Product on which warranty stickers or Product serial numbers have been removed, altered, or rendered illegible; (vi) cost of installation, removal or reinstallation; (vii) signal reception problems (unless caused by defects in material and workmanship); (viii) damage the result of fire, flood, acts of God or other acts which are not the fault of Seller and which the Product is not specified to tolerate, including damage caused by

mishandling, shipping and blown fuses; (ix) consumables (such as fuses); or (x) any Product which has been opened, repaired, modified or altered by anyone other than Seller or a Seller authorized service center.

USE ONLY SELLER APPROVED ACCESSORIES WITH SELLER PHONES. USE OF ANY UNAUTHORIZED ACCESSORIES MAY BE DANGEROUS AND WILL INVALIDATE THE PHONE WARRANTY IF SAID ACCESSORIES CAUSE DAMAGE OR A DEFECT TO THE PHONE.

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REPAIR OR REPLACEMENT OF A DEFECTIVE PRODUCT OR REFUND OF THE PURCHASE PRICE RELATING TO A

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For warranty service information, please call the following telephone number: 1-877-817-1759, 1-212-444-0502 or return

to the point of sale for the products. The retailer can return the units to ZTE authorized service center in US for repair service.

**IMPORTANT:** Please provide warranty information (proof of purchase) to ZTE in order to receive warranty service at no charge. If the warranty has expired on the device, charges may apply.

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