

2 About Your Phone

2.1 Power on your phone

Press and hold the **End/Power Key**  until the phone powers on.

Setup your phone for the first time

The first time you power on the phone, you will be guided through the following steps:

- Select the phone's language, then press the **Right Soft Key**  to go to the next step.
- Select an available Wi-Fi network, then press the **Right Soft Key**  to go to the next step.
- Select Scheduled Install, then press the **Right Soft Key**  to go to the next step.
- Learn more about Anti-Theft and then press the **Center Soft Key**  to go to the next step.
- Read the KaiOS Terms and Privacy Policy, press the **Center Soft Key**  to learn more and/or open URL; Use the **Navigation Key** and the **Center Soft Key**  to set options, then press the **Right Soft Key**  to go to the next step.
- Read and press the **Right Soft Key**  to go to the next step.
- Finally press the **Center Soft Key**  to enter the Home screen.

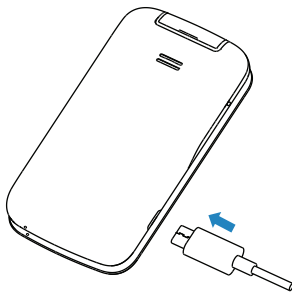
Note: Even if no SIM card is installed, your phone will still power on and you will be able to connect to a Wi-Fi network and use some of the phone's features.

2.2 Power off your phone

Press and hold the **End/Power Key**  until the phone displays: **Restart** and **Power Off**. Use the **Navigation Key** to select **Power Off**, then press the **Center Soft Key** .

2.3 Charging

Insert the small end of the charging cable into the charge port, and connect the charger to a power outlet.



To reduce power consumption and energy waste, when the battery is fully charged, disconnect your charger; switch off Wi-Fi, GPS or Bluetooth when not in use; reduce the backlight time, etc.

2.4 Battery

To optimize your battery life, you may do the following:

Turn on power saving mode

- Go to **Settings**  > **Device** > **Battery** > **Power Saving Mode** > On

Lower screen brightness

- Go to **Settings**  > **Personalization** > **Display** > **Brightness**
- Lower the brightness by pressing the left and right of the **Navigation Key**

Screen timeout

- Go to **Settings**  > **Personalization** > **Display** > **Screen timeout** > 30 seconds

3 Personalize Your Phone

3.1 Language

Your device can be operated using English, Spanish, etc. language.

To change the language:

- From the Home screen, press the **Center Soft Key**  , select **Settings**  > **Personalization** > **Language** > **Language**.
- Press the **Navigation Key** to select the desired languages preference.
- Press the **Center Soft Key**  to confirm.

3.2 Change font size

To change the device font size:

- From the Home screen, press the **Center Soft Key**  , select **Settings**  > **Personalization** > **Display** > **Large Text**.
- Press the **Center Soft Key**  to select **On/Off** to enable large text or not.

3.3 Date & Time

To change the Date & Time:

- From the Home screen, press the **Center Soft Key**  , select **Settings**  > **Personalization** > **Date & Time**.
- Press on the Time option to adjust the time and minutes. You may also adjust the Time Zone as well as Time Format on this page.

3.4 Sounds

To adjust volume:

- Press the **Volume Up/Down button** that is located on the right side of the device to adjust the Ringtone & Alerts volume.
- From the Home screen, press the **Center Soft Key** , select **Settings**  > **Personalization** > **Sound** > **Volume** to adjust the volume for Media, Ringtone & Alerts and Alarm.

To adjust Tones

- From the Home screen, press the **Center Soft Key** , select **Settings**  > **Personalization** > **Sound** > **Tones**.
- Under Tones, you may select your preference on Vibrate, Ringtones, Notice Alerts as well as Manage Tones.
- Press the **Center Soft Key**  to confirm.

To adjust Other Sounds

All other sounds that are related to Dial Pad or Camera can be adjusted by doing the following:

- From the Home screen, press the **Center Soft Key** , select **Settings**  > **Personalization** > **Sound** > **Other Sounds**.

3.5 Wallpaper, Brightness and Screen Timeout

To adjust Wallpaper

- From the Home screen, press the **Center Soft Key** , select **Settings**  > **Personalization** > **Display** > **Wallpaper**.
- Press **Gallery** to select from Images that are stored on your device.
- Press **Camera** to take a picture for the Wallpaper you would like to use/store.
- Press **Wallpaper** to select from pre-loaded Wallpapers.

To adjust Brightness

- From the Home screen, press the **Center Soft Key** , select **Settings**  > **Personalization** > **Display**.
- Press the **Navigation Key** to highlight **Brightness**.
- Select desired brightness by pressing the Left or Right of the **Navigation Key**.

To adjust Screen timeout

- From the Home screen, press the **Center Soft Key** , select **Settings**  > **Personalization** > **Display** > **Screen timeout**.
- Select when you would like your screen to turn off, then press the **Center Soft Key**  to confirm.

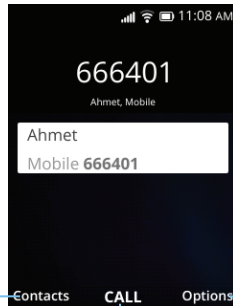
4 Application

4.1 Phone.....

4.1.1 Making a Call

Dial the desired number then press the **Call Key** (☎) or the **Center Soft Key** (☎) to make the call.

If you make a mistake, you can delete the incorrect digits by pressing the **Back/Delete Key** (↩) .



Press the **Left Soft Key** (☎) to enter **Contacts**

Press the **Center Soft Key** (☎) to Call the entered number

Press the **Right Soft Key** (☎) to show more **Options**

Press the **Right Soft Key** (☎) to display more **Options**:

- **Add to existing contact:** Add the entered number to replace the existing contact number.
- **Create new contact:** Create a new contact with the entered number.

Make a call from your call log

From the Home screen, press the **Call Key** , or press the **Center Soft Key**  > **Call Log** to access the call log and choose the contact you want to dial, press the **Call Key**  or the **Center Soft Key**  to make the call.

Make a call from Contacts

From the Home screen, press the **Right Soft Key** , or press the **Center Soft Key**  > **Contacts**. Choose the contact you want to dial, press the **Call Key**  or the **Center Soft Key**  twice to call.

Making an emergency call

If your phone has network coverage, dial emergency number and press the **Call Key**  to make an emergency call. This works even without a SIM card and without typing the PIN code.

Make an International call

To dial an international call, press  twice to enter "+" in dial screen, enter the international country prefix followed by the full phone number, then press the **Call Key**  or the **Center Soft Key**  to call.

Calling your voicemail ⁽¹⁾

Press and hold  to call voicemail.

4.1.2 Answering or rejecting a call

During an incoming call:

- Open the flip to answer, if **Settings**  > **Personalization** > **Answer Mode** > **Flip open to answer** is On. Otherwise,
- Press the **Left Soft Key**  or **Call Key**  to answer.
- Press the **Right Soft Key**  or the **End/Power Key**  to decline.
- Press the **Center Soft Key**  to reject the call by sending a preset message.
- To mute the ringtone volume of an incoming call, press the **Volume Up/Down Key**.

⁽¹⁾ Contact your network operator to check service availability.

4.1.3 Hang up a call

During a call:

- Open the flip and press the **End/Power Key**  to end the call.
- Open the flip and close the flip to end the call.

4.2 Contacts

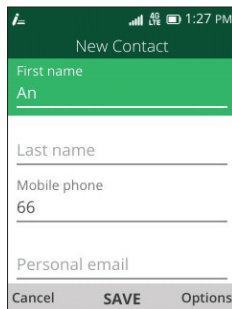
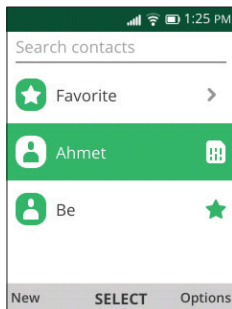


Contacts enables quick and easy access to the contact you want to reach.

From the Home screen, press the **Center Soft Key**  and select **Contacts**  to enter Contact list.

4.2.1 Add a Contact

On the contacts list screen, use the **Navigation Key** and press the **Left Soft Key**  to create a **New Contact** and input the contact information.



When finished, press the **Center Soft Key**  to save.

4.2.2 View a Contact

On the contacts list screen, use the **Navigation Key** to select a Contact, then press the **Center Soft Key** (OK) to access the detail screen.

Press the **Left Soft Key** (Back) to send an SMS/MMS to the contact you selected.

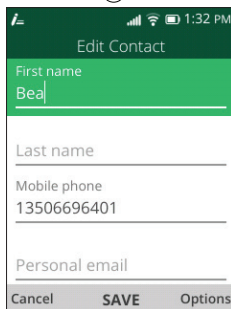
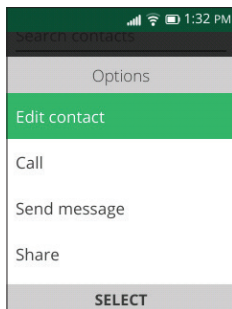
Press the **Center Soft Key** (OK) to make a call.

Press the **Right Soft Key** (Menu) to access **Options**:

- **Add as Favorite⁽¹⁾**: Add the contact as a Favorite number. You can view it in **Contacts > Favorite contacts list**. After added, the menu shows **Unfavorite**.
- **Edit/Share/Delete**: Edit/Share/Delete the contact.
- **Find duplicate contacts**: Press the **Center Soft Key** (OK) to find out the duplicate contacts.
- **Block this number**: Press the **Center Soft Key** (OK) to show Confirmation information, once confirmed, press the **Right Soft Key** (Menu) to **Block**.

4.2.3 Edit a Contact

On the contacts list screen, using the **Navigation Key** to select a Contact, then press the **Right Soft Key** (Menu) to access **Options**, select **Edit contact** and press the **Center Soft Key** (OK) to edit.



When finished, press the **Center Soft Key** (OK) to save.

⁽¹⁾ Only for Phone memory contacts.

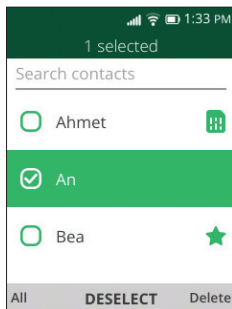
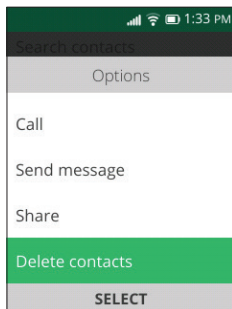
4.2.4 Share a Contact

You can share a single contact with others by sending the contact's vCard to them via Email, Messages, or Bluetooth.

On the contacts list screen, use the **Navigation Key** to select a Contact, then press the **Right Soft Key**  to access **Options**, and then select **Share**.

4.2.5 Delete Contacts

On the contacts list screen, press the **Right Soft Key**  to access **Options**, select **Delete contacts**, use the **Navigation Key** to view available contacts and the **Center Soft Key**  to make your selection, and then press the **Right Soft Key**  to delete.



4.2.6 Import/Export Contacts

On the contacts list screen, press the **Right Soft Key**  to access **Options**, select **Settings > Import contacts/Export contacts** to import/export contacts from/to memory card, Gmail, Outlook, or Bluetooth.

4.2.7 Speed Dial Contacts

On the contacts list screen, press the **Right Soft Key**  to access **Options**, select **Settings > Set Speed Dial Contacts**, use the **Navigation Key** to select 2-9, press the **Right Soft Key**  to add a contact then press the **Center Soft Key**  to confirm.

On the Home screen, long press the 2-9 screen keys to dial the defined contacts.

4.2.8 Available Options

From the contacts list, press the **Right Soft Key**  to show more options.

Call

Make a call to the selected contact.

Send message

Send an SMS/MMS to a contact you selected from Contacts.

Move/Copy contacts

Move or Copy contacts from/to Phone memory to/from SIM card.

Settings

- **Memory:** To select which contacts to display: Phone and SIM, Phone or SIM.
- **Sort Contacts:** To select contacts sorted by first/last name.
- **Set Speed Dial Contacts:** To select contacts to define the 2-9 keys as a speed dialer.
- **Set ICE Contacts:** Add five contacts for making "In Case of Emergency" calls.
- **Create Group⁽¹⁾:** Press the **Center Soft Key**  to enter a new group name, press the **Right Soft Key**  to save. From the contacts list, press **Group** > the **Center Soft Key**  > the **Left Soft Key**  to add contacts to the group.
- **Block Contacts:** Press the **Center Soft Key**  and the **Left Soft Key**  to add blocked number, press the **Right Soft Key**  to save.
- **Import Contacts:** Import contacts from memory card, Gmail, and outlook.
- **Export Contacts:** Export contacts to memory card, and Bluetooth.
- **Add Account:** Contacts, data, or other information can be synchronized from multiple accounts, depending on the applications installed on your phone.

⁽¹⁾ Only Phone memory contacts can be added to Group.

4.3 Messages.....

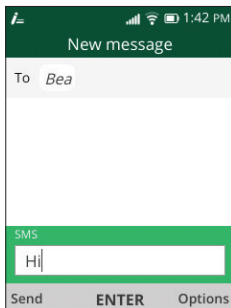


Use the messaging feature to send and receive text (SMS) and multimedia (MMS) messages.

4.3.1 Sending a Text Message

Press the **Messages Key** , or from the Home screen, press the **Center Soft Key**  and select **Messages**  to enter **Messages**.

- Press the **Left Soft Key**  to write a new message.
- Enter the phone number of the recipient in the **To** bar or press the **Right Soft Key**  to add recipients.
- Use the **Navigation Key** to go to the **SMS** bar to enter the text of the message.
- Press  Key to switch between the different methods.
- Press  Key to select symbols.
- Press the **Left Soft Key**  to send text messages.



Inputting Text

There are different ways to enter text to create contacts, write emails or send messages.

You may choose from the different methods by pressing the  key and alternate between:

- **Abc** (sentence case), **abc** (lower case), or **ABC** (caps lock case): with this mode you must press each key multiple times to create each letter. For example, an 'S' is created by pressing the '7' key four times. An 'e' is created by pressing '3' twice, and so on.
- **Predictive:** predictive text mode is a feature that allows you to type faster, as the phone tries to predict what you are writing. To type "Hello":
press the "4" key once, press the "3" key once, press the "5" key once,
press the "5" key once, press the "6" key once,
As you type, word suggestions will appear at the bottom of the screen. If you see the word you are trying to type, select it with the **Navigation Key** and press the **Center Soft Key** .
- **123:** this mode generates only numbers. You may type '1' by pressing the '1' key just once, '2' by pressing '2' and so on. Switch back to **ABC**, **Abc**, **abc** or **Kt9** mode to continue writing words.
- **Symbols:** This function provides punctuation and special characters. Symbols may be accessed by pressing the  key as well. Find the right symbol by pressing right or left of the **Navigation Key**. When the cursor highlights a symbol you want to add, press the **Center Soft Key**  to select it.
- If you want to delete the already typed letters or symbols, press the **End/Power Key**  to delete them one by one or long press to delete all at once.

Use Your Google Assistant

Need to get something done? Just press a button and ask!

Launch your Google Assistant

1. From the Home screen, press and hold the **Center Soft Key**  to launch your **Google Assistant**, or press the **Navigate Left Key** to access your **Google Assistant**.
2. Once the "Listening..." screen appears, say your voice command out loud. Your **Google Assistant** will speak back to you and walk you through the next steps.

Use Google Assistant to Make a Call

- **Call a contact:** Press and hold the **Center Soft Key** , then say "Call Katie." Your phone will call Katie from your Contacts.
- **Call a number:** Press and hold the **Center Soft Key** , then say "Call XXX-XXX-XXXX". Your phone will dial the number.

What else can your Google Assistant do?

- Open an app: "Open E-Mail."
- Get the weather: "What's the weather in Miami today?"
- Send a text: "Send a text to Katie."
- Find a local business: "Find a pizza place."
- Find out what else your Google Assistant can do: "What can you do?"

4.3.2 Sending a Multimedia Message

MMS enables you to send video clips, images, photos, contacts and sounds to other compatible phones and email addresses by pressing the **Right Soft Key**  from the text messages screen and then selecting **Add attachment**.

An SMS will be converted to MMS automatically when media files (image, video, audio, etc.) are attached or email addresses are added.



An SMS of more than 160 characters will be charged as several SMS. Specific letters (accent) will also increase the size of the SMS. This may cause multiple SMS to be sent to your recipient.



4.4 Email.....

4.4.1 Setup E-Mail

You can access this function by pressing the **Center Soft Key** (OK) from the Home screen and select **E-Mail**.

An email wizard will guide you through the steps to set up an email account, press the **Right Soft Key** (Back) to continue.

- Enter the name and email for the account you want to setup.
- Press the **Right Soft Key** (Back) to access Next, enter password of the account and press the **Right Soft Key** (Back). If the account you entered is not provided by your service provider in the phone, you will be prompted to manually setup your email.
- To add another email account, you can press the **Right Soft Key** (Back) to access **Options > Settings**, then select **Add account**.

4.4.2 Send E-Mail

- Press the **Left Soft Key** (Compose) to compose a new email from the Inbox screen.
- Enter recipient(s) email address(es) in the **To** field, press the **Center Soft Key** (OK) to confirm and add new recipient(s).
- Type the subject and the content of the message. You may use your voice to enter the subject and content of your emails by pressing and holding the **Center Soft Key** (OK) button.
- If necessary, press the **Right Soft Key** (Back) to add **Cc/Bcc** or add attachment to the message.
- If you do not want to send the mail right away, you can press the **Right Soft Key** (Back) and select **Save as draft** to save a copy.
- Finally, press the **Left Soft Key** (Send) to send.

Note: If you are seeing a “password incorrect” error when setting up your Gmail Account in Email app, please review the following options:

Option 1: Generate an App password

An App password is a 16-digit passcode that gives an app or device permission to access your Google Account. If you use 2-Step-Verification and are seeing a “password incorrect” error when trying to access your Google Account, an App password may solve the problem.

Steps to generate an App password:

- Visit your App passwords page <https://myaccount.google.com/security/signinoptions/two-step-verification>. You may be asked to sign in to your Google Account.
- At the bottom, click **Select app** and choose the app you're using.
- Click **Select device** and choose the device you're using.
- Select **Generate**.
- Follow the instructions to enter the App password (the 16-character code in the yellow bar) on your device.
- Select **Done**.
- Once you are finished, you won't see that App password code again. However, you will see a list of apps and devices you've created App passwords for.

If generate an app password does not fix “Password incorrect” issue, please proceed to Option 2 or Option 3.

Option 2: Change your settings to allow less secure apps

- Go to the "Less secure apps" <https://www.google.com/settings/security/lesssecureapps> section in My Account.
- Next to "Access for less secure apps," select **Turn on**.
- You can now setup your email using your username and password. If you continue to see a “password incorrect” error, please proceed to Option 3.

Option 3: Access Gmail through browser

If you don't want to change your security settings, please follow these steps to access your Gmail:

- From the home page, press the **Center Soft Key**  and select **Internet**  .
- Enter <https://www.google.com/gmail/> in the browser URL tab.
- Enter your username and password to log in.

4.5 Camera.....



Your mobile phone features a Camera and a Video app to take photos and shoot videos.

Access the Camera

To access this function, press the **Center Soft Key**  from the Home screen and select **Camera**  .

App Permission

Upon first use of **Camera**, the App Permission screen will display, asking for permission to know your location. Press the **Center Soft Key**  to Allow or the **Left Soft Key**  to Deny.

Take a picture

Position the object or landscape in the screen and press the **Center Soft Key**  to take the photo. Photos will be automatically saved to the Gallery app.

After taking photo, press the **Left Soft Key**  to preview.

Zoom in/out

Press Up or Down of the **Navigation key** to zoom lens in and out.

Options

Press the **Right Soft Key**  to access, press Left or Right of the **Navigation key** to switch:

- **Camera Resolution:** Select the resolution as High, Standard, or Low.
- **Self-Timer:** Sets the time a photo is taken after pressing the **Center Soft Key**  .
- **Grid:** Adds grid lines to photo screen to help take better photos by using grid lines to align photo image.

- **Gallery:** Select Go to Gallery Application to view photos previously taken.
- **Modes:** Select to switch between Photo and Video mode.

Camcorder

To shoot a video

Press Left and Right of the **Navigation Key** to switch between Photo and Video mode.

Press Up or Down of the **Navigation Key** to zoom lens in and out.

Press the **Center Soft Key** (OK) to record a video, press again to stop recording, videos will be automatically saved to **Video** app .

4.6 Gallery



The **Gallery** app provides you with one location to view and organize all your saved photos.

To access this function, press the **Center Soft Key** (OK) from the Home screen and select **Gallery**.

Press the **Left Soft Key** (Back) to switch Favorites and Gallery list.

Use the **Navigation Key** to select an image and press the **Center Soft Key** (OK) to confirm, then press the **Right Soft Key** (Menu) to access options below:

- **Delete:** Delete the selected photo.
- **Edit:** Select this option to adjust exposure value, rotate the photo, crop, add filters and auto-correction.
- **Add to favorites:** Add the selected photo to Favorites list.
- **Remove from favorites:** Remove the selected photo from Favorites list.
- **Share:** Share the photo via Email, Messages and Bluetooth, etc.
- **Select Multiple:** Allows you to select more than one photo in the Gallery.
- **File Info:** Displays file name, size, image type, date taken, resolution, and path.
- **Set as:** Set the photo as Wallpaper or Image for existing contact.
- **Sort and group:** Sorts photo by date and time or groups by date.



4.7 Utilities.....

4.7.1 Calculator

From the Home screen, press the **Center Soft Key**  and select **Utilities > Calculator**.

- 0-9 key: input numbers

-  : .

-  : +/-

-  : +, -, x, ÷

-  : =

-  : Clear once

-  : Clear All

4.7.2 Todo

From the Home screen, press the **Center Soft Key**  and select **Utilities > Todo**.

- Press the **Left Soft Key**  to add task, enter task name then press the **Right Soft Key**  to **Save**.
- Press the **Right Soft Key**  to access **Options** to edit, delete, or delete all the task.
- Press the **Center Soft Key**  twice to check/uncheck the task.

4.7.3 Recorder

From the Home screen, press the **Center Soft Key**  and select **Utilities > Recorder**.

- Press the **Left Soft Key**  then press the **Center Soft Key**  to start recording, press the **Right Soft Key**  to **Done**.
- Use the **Navigation Key** to select the recorder, press the **Center Soft Key**  twice to play.
- Press the **Right Soft Key**  to access **Options**, such as delete, share, select multiple, rename, save as ringtone, save to music library, select **Settings** to set recorder size.



4.8 Clock.....

4.8.1 To Set an Alarm

From the Home screen, press the **Center Soft Key** (OK) and select **Clock > Alarm**.

Press the **Left Soft Key** (Back) to add a new alarm. The following options will appear:

- **Time:** Select to set the alarm time.
- **Repeat:** Select the days you want your alarm to go off.
- **Sound:** Select a ringtone for the alarm.
- **Vibrate:** Select to activate vibration.
- **Alarm name:** Press to enter a name for the alarm.

Press the **Right Soft Key** (Done) to **Save**.

4.8.2 To Set the Timer

From the Home screen, press the **Center Soft Key** (OK) and select **Clock > Timer**.

Press the **Center Soft Key** (OK) and then Left or Right of the **Navigation key** to edit hour, minute and second, when finished, press the **Center Soft Key** (OK) to start the Timer.

- When the Timer is ongoing, press the **Center Soft Key** (OK) to pause and continue the Timer, press the **Right Soft Key** (Done) to add 1 minute.
- When the Timer is paused, press the **Left Soft Key** (Back) to reset the Timer.

Press the **Right Soft Key** (Done) to enter Settings, allowing you to set snooze, volume, activate vibrate, and select sound.

4.8.3 To Set the Stopwatch

From the Home screen, press the **Center Soft Key** (OK) and select **Clock > Stopwatch**.

- Press the **Center Soft Key** (OK) to start Stopwatch.

- When the Stopwatch is ongoing, press the **Right Soft Key**  to record the lap, press the **Center Soft Key**  to pause the time.
- When the Stopwatch is paused, press the **Center Soft Key**  to continue the total time, press the **Left Soft Key**  to reset the stopwatch and clear lap times.



4.9 Calendar.....

Use the Calendar to keep track of important meetings, appointments, etc.

To access this function, press the **Center Soft Key**  from the Home screen and select **Calendar**.

View Calendar

You can display the Calendar in Day, Week, Month view. Press the **Right Soft Key**  to change your Calendar view.

Day view

Thursday, March 11	
24H	
8	
9	
10	
11	
PM	
1	
2	Test
Add	SELECT Options

Week view

Month view

Create New Event

Press the **Left Soft Key** (⏮) to add new events from any Calendar view.

- Fill in all required information for this new event. If it is a whole-day event, you can press the **Center Soft Key** (OK) to select **All-day Event**.
- When finished, press the **Right Soft Key** (⏭) to save.

Delete and Edit Event

After new event is created, under Month view or Day view, use the **Navigation Key** to move to the event. Press the **Center Soft Key** (OK) to show events list, then press the **Left Soft Key** (⏮) to delete or press the **Right Soft Key** (⏭) to edit.

More options are available by pressing the **Right Soft Key** (⏭) from the Calendar main screen:

- **Go to date:** To go to whatever date you want.
- **Search:** Search the event or schedule you added in the Calendar.
- **Calendar to Display:** To display offline Calendar or not.
- **Settings:** To set a series of Calendar settings.

Event reminder

If a reminder is set for an event, the upcoming event icon  will appear on the Status bar as a notification when the reminder time arrives

4.10 Music



Using this menu, you can play music files stored on phone storage in your phone. Music files can be downloaded from your computer to phone using a USB cable.

To access this function, press the **Center Soft Key** (OK) from the Home screen and select **Music**.