

PERSONALIZE CONTACTS

Find it: Apps  >  **People**

Add a photo: Touch *contact* > Menu  > **Edit** > .

Set a ringtone: Touch *contact* > Menu  > **Set ringtone**.

GROUPS

Find it: Apps  >  **People** > **GROUPS** > *group name*

You can put your contacts into groups (like “Friends” or “Family”) to make it easier to find them.

To create a new group, touch Apps  >  **People**
> **GROUPS** > .

MESSAGES

sometimes it's best to text, or IM, or email . . .

READ & REPLY TO MESSAGES

Find it: Apps  >  **Messages**

Tip: When the smartphone is locked, touch  and flick to .

- To **open** a text message and all of its replies, touch it.
- To **respond** to a text message, open it and enter your response in the text box at the bottom.
- To **delete** a message, touch and hold to select it, then drag it to the trash can  in the upper right corner.
- To **adjust** messaging options, touch Apps  >  **Messages** > Menu  > **Messaging settings**.

CREATE MESSAGES

Find it: Apps  >  **Messages** > 

Enter the recipient and message. Touch Menu  to **Insert smiley**, **Set priority**, or **Add subject**.

To add an attachment, touch  in the upper right corner.

SEND & RECEIVE MESSAGE ATTACHMENTS

To send a file in a message, open a new message and touch  in the upper right corner.

When you receive a message with an attachment, open the message and touch the file name to download it. Touch the name again to open it. Some file types can be converted to HTML for faster viewing, and your smartphone will show **Get HTML version**.

While viewing the attachment, touch it to save it, share it, and more.

Tip: To send and receive large attachments faster, use a Wi-Fi connection (see “**WI-FI NETWORKS**” on page 43).

EMAIL

The first time you turned on your smartphone, you probably set up or logged in to your Google™ Gmail™ account.

If not, you can set up a Gmail account by touching Apps  >  **Settings** > **Accounts & sync** > **ADD ACCOUNT** > **Google**.

To read and reply to messages on your Gmail account, touch Apps  >  **Gmail**.

Tip: For more information, touch Apps  >  **Gmail** > Menu  > **Help**.

EMAIL

You can set up multiple email accounts on your smartphone.

Touch Apps  >  **Settings** > **Accounts & sync** > **ADD ACCOUNT**, then:

- Select **Corporate** for Microsoft™ Exchange server work email accounts. Enter details from your IT administrator.

Tip: You might need to enter your domain name and user name (like *domain/username*).

- Select **Email** for your personal email accounts. For account details, contact the account provider.

To read and reply to messages on your email accounts, touch Apps  >  **Email**.

INSTANT MESSAGES

To send and receive instant messages, you can use Google Talk™.

Find it: Apps  >  **Talk**

Tip: You can also download an instant messaging app from Google Play™.

VOICEMAIL

When you have a new voicemail,  appears in the status bar. Drag down the status bar and touch the **New voicemail** notification to listen to your voicemail message.

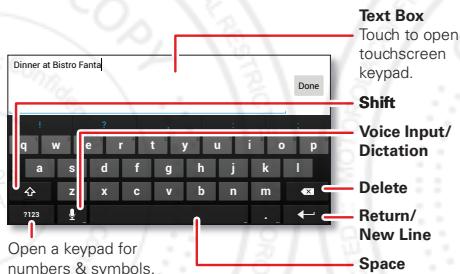
If you need to change your voicemail number, in the home screen touch  **Phone** > Menu  > **Settings** > **Voicemail settings**.

TEXT ENTRY

keys when you need them

TOUCHSCREEN KEYPAD

You can open a keypad on your screen by touching a text box.



Tip: To close the keypad without saving any text (for example, to select a different text box), touch Back .

Tip: To enter text by voice, touch  and say what you want to type.

INPUT METHODS

To select a text input method, touch and hold Space  to open the **Select input method** menu, then touch the method you want.

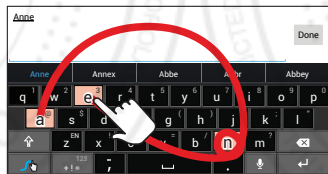
MOTOROLA INPUT

Enter text a letter at a time. As you type, your smartphone suggests words from your dictionary and chosen language. The smartphone also automatically enters apostrophes in some words, like “dont.”

To add a word to your dictionary, touch the word, then select **+ add to dictionary**.

SWYPE™

Enter words with one continuous motion. Just drag your finger over the letters in the word.



To enter a word, just trace a path through the letters. To capitalize, go above the keypad. For double letters, circle the letter.

Tips:

- To enter apostrophes in common words (like “I’ll”), drag through the **n** as though it was an apostrophe.
- To enter other punctuation, numbers, or symbols, touch Symbols .
- To correct a word, *double-touch* it (tap twice, quickly). Swype shows a small menu of other word options. Swype might also show a menu if it can’t guess your word.
- If Swype doesn’t know a word, you can still touch the letter keys to enter it. Swype remembers, so next time you can just drag over the letters.

TYPING TIPS

To...	
Enter one capital letter	Touch Shift  .
Enter only capital letters	Touch and hold Shift  . Touch again to revert to lowercase.
Move the text entry cursor	Touch the text where you want the cursor to go.

To...	
Select text	Touch and hold or double-touch text to select it. Tabs mark the boundaries of the selected text. Drag the tabs to select the text you want.
Cut or Copy selected text	Touch icons at the top of the screen to Cut or Copy selected text. In a landscape display, touch Edit > Cut or Copy .
Paste cut or copied text at cursor location	Touch the Paste icon at the top of the screen. In a landscape display, touch Edit > Paste .
Delete character to left of cursor	Touch Delete  (hold to delete more).

TEXT INPUT SETTINGS

Find it: Apps  >  **Settings** > **Language & input**

- To change the language for your smartphone and touchscreen keypad, touch **Locale**.
- To change the default text input method, touch **Default** under **KEYBOARD & INPUT METHODS**.
- To change text input settings, touch  next to **Motorola Input** or **Swype**.

SOCIAL NETWORKING

my life, your life

BROWSER ACCESS TO SOCIAL SITES

You can use the  **Browser** to track your social networking accounts on sites like Google+, Facebook®, Twitter, and LinkedIn. If you don't have accounts on these sites, visit their websites to set them up.

SOCIAL NETWORKING APPS

Many social networks offer dedicated apps that you can install on your smartphone. You can also download social networking apps from the Google Play™ Store by touching Apps  >  **Play Store**.

SYNC ACCOUNTS WITH YOUR SMARTPHONE

When you log in to a social networking account on your smartphone, you may be prompted to sync account contacts, pictures, and status with your  **People** app. You can accept or decline to sync. You can change your sync settings at any time by touching Menu  > **Settings** in the social networking app.

TIPS & TRICKS

a few handy hints

GENERAL TIPS

- Screen brightness changes as your smartphone senses the current lighting conditions.
- To see recently dialed numbers, touch  **Phone** > **Recent**.
- To sleep/wake your smartphone, press the Power key.
- To set screen timeout, touch Apps  >  **Settings** > **Display** > **Sleep**.
- To search, touch Search . To voice search, touch and hold Search .
- To automate everyday tasks, touch Apps  >  **Smart Actions**.
- To see the most recent apps you've used, touch Recent apps .
- To change a shortcut in the favorites tray at the bottom of the home screen, touch and hold a shortcut, then drag it in or out of the favorites tray.
- To turn sound on/off, press and hold the Power key, then touch a sound setting.
- To turn airplane mode on/off, press and hold the Power key > **Airplane mode**.

BATTERY LIFE

Your smartphone is like a small computer, giving you a lot of information and apps, at blazing fast speeds, with a touch display! Depending on what you use, that can take a lot of power.

To start getting the most out of your battery, touch Apps  >  **Settings** > **Battery**. This shows you what's using the most battery power.

To save even more battery life between charges, try these:

- To help minimize battery use, touch Apps  >  **Smart Actions**. Check out the sample rules that enable battery savings: **Nighttime Battery Saver**, and **Battery Extender**.
- Turn off background data transfers: Touch Apps  >  **Settings** > **Data usage** > Menu  > **Restrict background data**.
- Turn off Wi-Fi and Bluetooth™ power when not in use: Touch Apps  >  **Settings**, then touch the switch next to **Wi-Fi** or **Bluetooth** to turn them .
- Reduce recording or watching videos, listening to music, or taking pictures.
- Remove widgets that stream information to your home screen, like news or weather.
- Reduce GPS use: Touch Apps  >  **Settings** > **Location services**, and uncheck **GPS satellites**.

- Reduce display brightness: Touch Apps  >  **Settings** > **Display** > **Brightness** > *(dimmer setting)*.
- Reduce display timeout delay: Touch Apps  >  **Settings** > **Display** > **Sleep** > *(shorter setting)*.
- Remove unused online accounts that you registered ("**MANAGE ACCOUNTS**" on page 53).

DIGITAL LIVING

connect and enjoy

MOTOCAST SYNC & TRANSFER

Stream or copy music, pictures, videos, and documents from your computer to your smartphone. MotoCast lets you pull content from your home or work computers at blazing fast speeds, providing secure, nearly instant remote access to your files.

Find it: Apps  >  **MotoCast**

Create or log into your MotoCast account. On your computer, install MotoCast from www.mymotocast.com and log in to choose folders to share.

- **File types:** Choose to open your document **Files**, **Music**, or **Videos**.
- **Streaming or downloaded:** Choose to show **All** content, updated live from your computer, or only the files **Downloaded** to your smartphone.
- **Update the file list:** Touch Menu  > **Refresh** to update the list of files from your computer.
- **From any browser:** Go to www.mymotocast.com and log into your account to see your files.

Note: Copyright—do you have the right? Always follow the rules. See “Content Copyright” in your legal and safety information.

HD VIEWING

You can create your own HD videos (see “**HD VIDEOS**” on page 34) to view on your HDTV or monitor.

- 1 Connect a micro HDMI™ cable (sold separately) from the micro HDMI port on your smartphone (see “**YOUR SMARTPHONE**” on page 2) to an HDMI port on the HDTV or monitor.
- 2 Adjust the viewable area on the HDTV screen by touching Apps  >  **Settings** > **Display** > **Overscan**.



MIRROR MODE

Connect your smartphone to your HDTV, monitor, or projector so you can view and interact with your smartphone on the big screen. Show off your photos, videos, and downloaded movies. Enjoy the big screen for gaming, movies, the web, and more. Just connect your smartphone to an HDTV or monitor using a micro HDMI™ cable (sold separately). Everything you see on your display will appear on the big screen, as well.



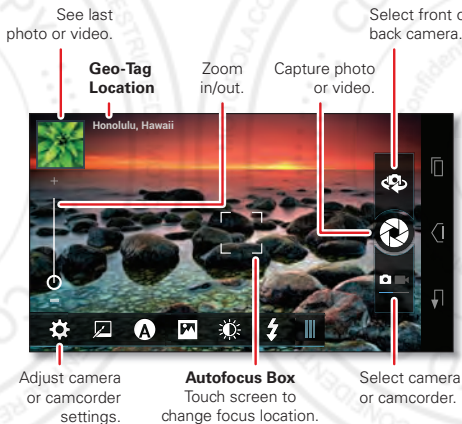
PHOTOS & VIDEOS

see it, capture it, share it!

QUICK START: CAMERA

Find it: Apps (⋮) > **Camera**

Tip: When the smartphone is locked, touch and flick to .



TIPS & TRICKS

- **Zoom:** Press the volume keys to zoom in and out on the viewfinder image.
- **Focus and flash:** To choose an off-center focus point, touch a spot in the viewfinder before you take the picture. A green square marks the focus point, and you can then touch to take the picture.
- **MicroSD memory card:** Photos and videos are stored in your smartphone memory unless you open the viewfinder and touch > **Storage Location** > **SD card**.
- **Text a video:** To send a video in a text message, first set the video quality: Touch to switch to the camcorder, then, touch > **Video Resolution** > **QVGA**. After you record the video, touch its thumbnail, then touch > **Text Messaging**.

TAKE PHOTOS

Find it: Apps (⋮) > **Camera**

Touch to **take** a photo.

Your smartphone stores the photo in the **Gallery**, and shows a thumbnail image in the upper left corner. To **see** the photo, touch the thumbnail. Then:

- To **show** the photo on a DLNA media device (like a DLNA-certified HDTV, computer, or monitor), touch .

- To **share** the photo in a message or post it online, touch .
- To **delete** the photo, touch .
- To **set** the photo as a contact photo or wallpaper, **print**, **edit**, or do more with it, touch Menu .

CAMERA SETTINGS

Options	
 Settings	• Widescreen (6MP or 8MP photo resolution) • Volume Key Function (use volume keys to zoom) • Geo-tag (auto location information) • Storage Location (smartphone or microSD memory card) • Shutter Tone
 Effects	Set a photo effect: Normal , Black & White , Negative , and more.
 Scenes	Set the type of photo you want to take: Auto , Portrait , Landscape , and more.
 Modes	Set to Single shot , Panorama , Multi-shot , or Timer .

Options	
 Exposure	Select an exposure setting.
 Flash	Set Flash On , Flash Off , or Auto Flash .

RECORD VIDEOS

Find it: Apps  >  **Camera**, then touch  to switch to camcorder

Touch  to **start** and **stop** video recording.

Your smartphone stores the video in the  **Gallery**, and shows a thumbnail image in the upper left corner. To **see** the video, touch the thumbnail. Then:

- To **play** the video, touch .

Tip: To see the controls when a video is playing, touch the screen.

- To **play** the video on a DLNA media device (like a DLNA-certified HDTV, computer, or monitor), touch .
- To **share** the video in a message or post it online, touch .
- To **delete** the video, touch .
- To see other video options, touch Menu .

HD VIDEOS

You can capture HD-quality videos to watch on an HDTV or monitor.

To record an HD-quality video, be sure to select the correct video resolution. Drag the settings tab in the lower left, then touch **Settings** > **Video Resolution** > **HD+ (1080p)** or **High Definition (720p)**.

To enhance the video quality, touch  **Effects** or  **Audio Scenes**.

CAMCORDER SETTINGS

Options	
 Settings	• Video Resolution (1080p, 720p, DVD, VGA, or QVGA) • Volume Key Function (use volume keys to zoom) • Geo-tag (auto location information) • Storage Location (smartphone or microSD memory card) • Shutter Tone
 Effects	Set a video effect: Normal , Black & White , Negative , and more.

Options

 Audio Scenes	Set sound recording options: Stereo , Wind Reduction , Concert , Balanced , or Front Facing .
 Modes	Set to Normal Video , Video Message , or Time Lapse .
 Exposure	Select an exposure setting.
 Light	Set Light On or Light Off .

EDIT, SHARE, OR DELETE PHOTOS & VIDEOS

Find it: Apps  >  **Gallery**

- **View, share, or delete:** Touch a thumbnail to open it, then touch  to share or  to delete. Touch Menu  to edit or see other options.

Tip: To select multiple files, open a folder, touch and hold a photo, then touch others.

- **Zoom:** Open a photo, then drag two fingers apart or together on the touchscreen.

Tip: Turn your smartphone sideways for a widescreen view.

- **Wallpaper or contact photo:** Open a picture, then touch Menu  > **Set picture as**.
- **Edit:** Open a picture, then touch Menu  > **Edit**.

- **Slideshow:** Open a folder, then touch  at the top. To stop the slideshow, touch the display or Back .

Tip: To show the slideshow on a television or other device, touch .

To copy photos to/from a computer, go to “**MEMORY CARD & FILE MANAGEMENT**” on page 52.

SCREEN CAPTURE

Sometimes a picture speaks louder than words. Share a screen capture of your favorite playlist, or your new high score. Forward a screen capture of a friend's contact information. If you can see it on your smartphone, you can share it with your friends.

To capture your smartphone's screen image, press and hold the Power key and down volume key for about three seconds, or until you hear the camera shutter click.

To see the screen image, touch Apps  >  **Gallery**
> **Screenshots**.

MOVIES

You can find and rent movies to watch on your tablet or computer:

Find it: Apps  >  **Play Movies**

To shop, rent, or watch on a computer, go to www.google.com/play and choose “Movies.”

To pay for rentals, set up your Google™ Wallet at www.google.com/wallet.

YOUTUBE™

Watch videos from YouTube users everywhere—or log into your account to share your own.

Find it: Apps  >  **YouTube**

- **Watch:** Touch **BROWSE** or  to find a video, then touch the image to play it.

- **Upload:** Touch **ACCOUNT**, choose your Google™ account, then touch .

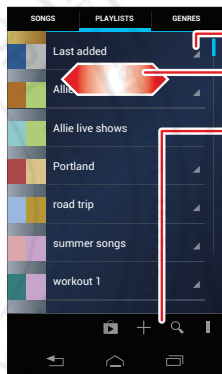
Tip: A YouTube account lets you subscribe to YouTube's premium content channels, and have your favorite channels synced to your smartphone for HD playback anytime. For optimal content sync, your smartphone should be plugged into a charger and have a Wi-Fi connection.

MUSIC

when music is what you need...

QUICK START: MUSIC

Find it: Apps (⋮) > 🎧 Play Music



Touch ▴ for options.

Flick left or right for songs, playlists, genres, & more.

- 🛒 Shop
- + Add Playlist
- 🔍 Search
- ⋮ See Music Options

During a song:
See details & settings.



Touch to skip.
Hold to scan.

- **Go back:** When you open a song or artist list, touch 🎧 in the top left to go back.
- **Set shuffle or repeat:** During a song, touch ^ to show shuffle ✕ and repeat 🔁 at the bottom. Touch 🔁 once to repeat the current song list, or twice to repeat only the current song.
- **Adjust volume:** Press the volume keys.

TIPS & TRICKS

- **Hide the music player:** To use another app while your music plays, touch Home (🏠). To return to the music player, flick down the status bar and touch the song title.

Tip: Control music playback from the home screen by adding the **Google Play Music** widget.

- **Playlists:** Touch and hold a song in your library to add it to a playlist or show other options. To edit, delete and rename a playlist, touch and hold its name in the music library.
- **Help:** For more information, touch Apps (⋮) > 🎧 Play Music > Menu ⋮ > Help.
- **Computer:** To access your Google Play™ music from a computer, visit www.google.com/music.
- **During a flight:** Press and hold the Power key, then touch **Airplane mode** to turn off all your network and wireless connections and listen to music during a flight.

- **Stream or copy music:** MotoCast lets you copy or stream videos, music, and other files from your computers, with or without wires. Touch Apps (⋮) >  **MotoCast**, then follow the prompts to set up. For more, see “**MOTOCAST SYNC & TRANSFER**” on page 31.

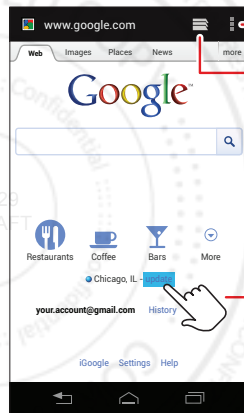
Your smartphone can play MP3, M4A, AAC, AAC+, MIDI, and WAV file types.

WEB

surf the web with your smartphone

QUICK START: BROWSER

Find it:  Browser



See browser options.

View open browser tabs, or open a new tab.

Touch a link to select it. Touch & hold for more options.

Tip: To zoom in, drag two fingers apart on the touchscreen.

CONNECT

Your smartphone uses the mobile phone network (over the air) or a Wi-Fi connection to automatically access the web.

Note: Your service provider may charge to surf the web or download data.

If you want to use a Wi-Fi network for faster Internet access, touch the status bar at the top of the home screen and drag it down. Touch the **Wi-Fi networks available** notification to select a preferred network. For more info, see “**WI-FI NETWORKS**” on page 43.

Note: If you can't connect, contact your service provider.

DOWNLOADS

To download files in your browser, touch a file link or touch and hold a picture to choose **Save image**.

To see the files you downloaded, touch Apps (⋮)
>  **Downloads**. Touch and hold an item to open it, see details, or remove it from the list.

You can download “**APPS & UPDATES**” on page 14.

BROWSER OPTIONS

Touch Menu  to see browser options:

Options	
Bookmarks	See your bookmarks.
Save to bookmarks	Bookmark the current web page.
Request desktop site	Open the standard desktop website instead of the mobile device version.
Refresh	Reload the current page.
Settings	Adjust browser settings.
Exit	Close the browser app.