

9.2.4 Replying to or Forwarding an Email

1. In the mail list, touch the email that you want to reply to or forward.
2. Touch  to reply. You can also touch , and then touch **Reply**, **Reply all**, or **Forward**.
3. Do one of the following:
 - If you selected **Reply** or **Reply all**, enter your message.
 - If you selected **Forward**, specify the message recipients and add any additional text you want to include in the forwarded message.
4. Touch  to send, or touch  to save as a draft.

9.2.5 Searching for an Email

1. In the mail list, touch , and then touch **Search**.
2. Enter the search keywords in the box, and then touch .

9.2.6 Customizing Your Gmail Settings

In the mail list, touch , and then touch **More > Settings** to customizing your Gmail.

9.3 Talk

Talk is Google's instant messaging service. You can use it to communicate in real time with other people using **Talk** on a phone or on the web.

9.3.1 Opening Talk

On the Home screen, touch  > **Talk** to open the application.

-  Your **Talk** account is based on the Google account you set up with your mobile phone.

9.3.2 Adding a Friend

1. In the friends list, touch  , and then touch **Add friend**.
2. Enter the **Talk** instant messaging ID or Gmail address of the friend you want to add.
3. Touch **Send invitation**.

9.3.3 Accepting an Invitation

1. If you have invited anyone to chat or if someone else has invited you to chat, this information will appear in the friends list.
2. Touch a pending invitation, and then touch **Accept**.

9.3.4 Starting a Chat

1. In the friends list, touch a friend's name in the friends list.
2. Use the onscreen keyboard to enter text and chat with your friend.
3. After entering your message, touch **Send**.

9.3.5 Setting Notifications for New Instant Messages

Whenever you receive an instant message, your mobile phone can play a sound, vibrate, or display an icon. To set up one of these handy notifications, start in the friends list, and then touch  . Then touch **Settings**. Now choose from one of the following:

Notifications	Select the check box to receive a notification on the notification bar when you receive an instant message.
Ringtone	Touch to choose the ringtone used for a new instant message. You will hear a short sample of the ringtone when you select it. To turn the ringtone off, select Silent .
Vibrate	Select the check box to make your mobile phone vibrate when you receive a new instant message.

9.3.6 Signing out of Talk

On the friends list screen, touch  , and then touch **Sign out** to quit **Talk**.

9.4 Maps

Maps lets you find your current location, view real-time traffic conditions (depending on availability in your locale), and get detailed directions to various destinations. You can view satellite images, traffic maps, or other kinds of maps of your current or other locations.

9.4.1 Enabling the Location Service

Before you open **Maps** to find your location or search for places of interest, you must enable the location service.

1. On the Home screen, touch  > **Settings**.
2. Touch **Location & security**.
3. In the **My Location** section, select the **Use wireless networks** check box, the **Use GPS satellites** check box, or both.

9.4.2 Opening Maps

On the Home screen, touch  > **Maps** to open the application.

9.4.3 Searching for Places of Interest

1. On the map, touch  , and then touch **Search**.
2. Enter the place you want to search for in the search box, and then touch the Search icon.
3. Your search results will then be displayed. Touch a place you are interested in and the application will show where it is on the map.

9.4.4 Getting Directions

1. While viewing a map, touch  , and then touch **Directions**.
2. Enter the starting point in the first text box, and then enter your destination in the second text box.
3. Touch the icon for car, public transit, or walking directions.

4. Touch **Get directions**. Your directions will appear in a list.
5. Touch a direction item on the list to show it on the map.
6. When you finish viewing or following the directions, touch  , and then touch **Clear Map** to reset the map.

9.5 YouTube

YouTube is Google's free online video streaming service for watching, searching for, and uploading videos.

9.5.1 Opening YouTube

On the Home screen, touch  > **YouTube**. You will then see the YouTube screen.

9.5.2 Searching for a Video

1. On the **YouTube** screen, touch  , and then touch **Search**.
2. Enter a search keyword, and then touch the Search icon.
3. You will see a number of search results displayed below the notification bar. Scroll through the results and touch a video to watch it.

9.5.3 Sharing a Video

From the video list on the **YouTube** screen, select a video clip and touch **More > Share**.

9.6 Market

Android Market provides direct access to applications and games which you can download and install on your phone.

9.6.1 Opening Market

1. On the Home screen, touch  > **Market**.
2. When you open **Market** for the first time, the **Android Market Terms of Service** window will appear. Touch **Accept** to continue.

9.6.2 Searching for Applications

There are a few different ways to find applications on the **Market** home screen, including:

- Featured applications
- List of games
- Search function
- My apps

9.6.3 Installing an Application

❗ If you want to install a non-Market application, touch  > **Settings** > **Applications**, and then select the **Unknown sources** check box to allow installation of the non-Market application.

1. In the **Market**, touch **Apps**.
2. Touch a category, and then touch the item you want to download.
3. On the item details screen, read more about the application, including its cost, overall rating, and user comments. If you scroll down to the **Developer Info** section, you can see other applications from the same developer, link to the developer's website, or can send the developer an email.
4. To install the item, touch **FREE** (if the item is free) or touch the button with a price (if the item is not free), and then touch **OK**.
5. To check the progress of a download, open the notification panel. Most applications are installed within seconds. To stop an item from downloading, touch **Cancel**.
6. After the application has been downloaded and installed on your mobile phone, the content download icon appears in the notification bar.

9.6.4 Uninstalling an Application

1. On the **Market** screen, touch **My apps**.
2. Touch the application you want to uninstall, and then touch **Uninstall**.
3. When prompted, touch **OK** to remove the application from your mobile phone.
4. Choose the reason for removing the application, and then touch **OK**.

10 Synchronizing Information

Some applications on your mobile phone give you access to the same personal information that you can add, view, and edit on your computer. If you add, change, or delete your information in any of these applications on the web, the updated information also appears on your mobile phone.

This is made possible through over-the-air data synchronization. The process occurs in the background and does not interfere with use of your mobile phone. When your phone is synchronizing, a data synchronization icon will be shown in the notification bar.

10.1 Managing Your Accounts

You can synchronize contacts, email, and other information on your mobile phone with multiple Google accounts or other kinds of accounts, depending on the applications installed on your mobile phone.

For example, you can start by adding your personal Google account, so your personal email, contacts, and calendar are always available. You could then add a work account, so your work-related emails and work contacts are handy. If you like, you may add multiple Google accounts or other accounts.

10.1.1 Adding an Account

When you add an account, the **Contacts** application compares contacts from the newly synchronized account with contacts from your existing mobile phone accounts and attempts to merge duplicates into a single entry in **Contacts**. While it is presented as a single contact entry, the contact data itself is not merged.

1. Touch  > **Settings** > **Accounts & sync**. The screen displays your current synchronization settings and a list of your current accounts.

❗ In some cases, you may need to obtain account details from IT support. For example, you may need to know the account's domain or server address.

2. Touch **Add account**.
3. Touch the kind of account to add.
4. Follow the onscreen steps to enter the required and optional information about the account. Most accounts require a username and password, but the details depend

on the kind of account and the configuration of the service to which you are connecting.

5. Configure the account. Depending on the kind of account, you may be asked to configure what kind of data you want to synchronize to the mobile phone, to name the account, and for other details. When you are finished, the account is added to the list on the **Accounts & sync settings** screen.

10.1.2 Adding an Exchange Account

1. On the Home screen, touch  > **Settings** > **Accounts & sync**.
2. Touch **Add account** > **Corporate**.
3. Follow the instructions and enter the required information about the exchange account you want to add. For details, contact the server administrator.
4. Touch **Next** to display the **Account options** screen. Configure the synchronization settings for this account.
5. Touch **Next** to finish configuring the account settings. If emails are not synchronized properly, contact the server administrator.

10.1.3 Removing an Account

You can remove an account, deleting it and all information associated with it from your mobile phone, including email, contacts, settings, and so on. You cannot, however, remove some accounts, such as the first account you signed into on the mobile phone. If you attempt to remove certain accounts, all personal information associated with it will be deleted.

 You can only remove the first Google Account by resetting the phone to factory defaults.

1. On the **Accounts & sync settings** screen, touch the account to be deleted.
2. Touch **Remove account**.
3. Confirm that you want to remove the account.

10.2 Customizing Your Account Synchronization

You can configure background data use and synchronization options for all the applications on your phone. You can also configure what kind of data you synchronize for each account.

For some accounts, synchronization is bi-directional; changes that you make to the information on your mobile phone are made to the copy of that information on the web. Some accounts support only one-way synchronization; the information on your mobile phone is read-only.

10.2.1 Configuring General Synchronization Settings

On the **Accounts & sync settings** screen, do the following:

- Select or clear the **Background data** check box to control whether applications and services can transmit data when you are not working with them directly (that is, when they are running in the background).

If you clear this option, **Gmail** stops receiving new mail, **Calendar** stops synchronizing events, and so on, until you touch the **Refresh** option or send an email.

- Select or clear the **Auto-sync** check box to control whether changes you make to information on the phone or on the web are automatically synchronized with each other.

For example, when this option is selected, changes that you make in **Contacts** on the phone are automatically made in Google Contacts on the web.

10.2.2 Changing an Account's Synchronization Settings

1. On the **Accounts & sync settings** screen, touch the account whose synchronization settings you want to change. The data and synchronization screen opens, displaying a list of the kinds of information the account can synchronize.
2. Selected items are configured to synchronize to your mobile phone.
3. Select or clear the check box of information you want to synchronize with the mobile phone.

11 Using Other Applications

11.1 Huawei Cloud+

Huawei Cloud+ provides a network drive, the Hi Space application, and various functions such as file sharing, phone finder, contact synchronization, and data backup. Simply register a Huawei Cloud+ account to access all these functions.

11.1.1 Registration and Settings

Register a Huawei Cloud+ account and configure the relevant settings when you use Huawei Cloud+ for the first time.

Creating an Account

1. On the Home screen, touch  > **Cloud+ Settings** > **Register**.
2. Carefully read the Huawei Cloud+ Agreement, and touch **Agree**.
3. Enter your user name and password, confirm your password, and touch **Submit**.
4. Set your email address, security question, and answer to the question, and touch **Done**.

Configuring Cloud+ Settings

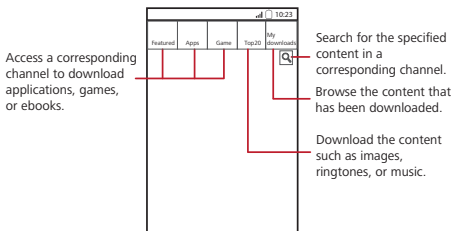
After registering a Huawei Cloud+ account, configure the Cloud+ settings according to the instructions on the screen.

1. To prevent data loss or leakage, which may occur if you lose your phone, select **Phone Finder**, and touch **Next**.
2. On the **Sync Settings** screen, select the option to automatically synchronize data, such as contacts, to the server.
 If you have entered an email address when you registered your Huawei Cloud+ account but did not receive an account verification email, touch **Resend** after this step.
3. Select the function that you want to use, or touch **Done**.

After Cloud+ settings are configured, touch **Basic information** to set your personal and device information.

11.1.2 Hi Space

Hi Space is an application that enables you to access Huawei's application store from which you can download content such as applications, games, ebooks, images, ringtones, and music. You can also browse and update your downloaded content.



- Using the file manager application, you can find content that you have downloaded from Hi Space in the **Cloud+Drive** folder.

11.1.3 Cloud+Drive

Cloud+Drive enables you to conveniently store, access, and share your data online.

To access the **Cloud+Drive** home page, touch  > **Cloud+Drive**.

- You can access **Cloud+Drive** only after you have logged in to Huawei Cloud+.

Uploading a File

- On the **Cloud+Drive** home page, touch **My disk**.
- Touch  > **Upload**.
- Select the type of the file to be uploaded.
- Select the file to be uploaded, and then touch **Upload**.
- Select the path where the file will be stored after being uploaded.

Downloading a File

1. On the **Cloud+Drive** home page, touch **My disk**.
2. In the displayed directory list, touch the directory where the file to be downloaded is stored.
3. Touch and hold the file to be downloaded, and then touch **Download** in the displayed menu.

 If a microSD card has been installed on your phone, the file will be stored on the microSD card. If no microSD card has been installed, the file will be stored in your phone memory. The file will be stored in the **hidisk** folder of the root directory.

Viewing Upload and Download Records

On the **Cloud+Drive** home page, touch **Manage transmission**.

- Touch **Upload** to view the progress of ongoing uploads, and records of all files that have been uploaded.
- Touch **Download** to view the progress of ongoing downloads, and records of all files that have been downloaded.

Sharing Files

1. On the **Cloud+Drive** home page, touch **My disk**.
2. Navigate to the path of the file to be shared, touch  > **Share**, and select the file or touch **Select all**.

 To share only one file, you can also touch the file, then **Share**; or touch and hold the file, and then touch **Share**.

3. Touch **Share**, enter **Sharing session name**, and touch **OK**.
4. On the **Shared files** page, touch **Send link**, and select the mode (MMS or email) to be used to share the file.

Your friend can access the file that you have shared by touching the link in the received message or email.

After the file is shared, return to the **Cloud+Drive** home page, and touch **Shared files** to view sharing records or touch **Stop sharing** to stop sharing the file.

Clearing the Cache

1. On the **Cloud+Drive** home page, touch **Settings**.
2. Touch **Clear cache**.

3. Touch **OK**.

Clearing the cache will delete the temporary files generated when you browse Internet pages. It will not delete your personal data.

11.1.4 Phone Finder

Phone Finder enables you to locate your phone and back up or erase your data when your phone is lost.

Touch  > **Cloud+ Settings** > **Phone Finder**, select **Find my phone**, and register for the **Phone Finder** service. You can then use your Huawei Cloud+ account to log in to the Huawei Cloud+ website www.hicloud.com and use the following **Phone Finder** functions:

- Display a specific message on your phone: On the Huawei Cloud+ website, enter a message that will be displayed on your phone.
- Lock your phone: On the Huawei Cloud+ website, set a password used to unlock your phone. Then once locked, your phone will be unlocked only after the password is entered on the phone.
- Back up or erase data, such as contacts, on your phone: The backup data will be stored on the server.
- Locate your phone: On the Huawei Cloud+ website, locate your phone using the phone's GPS function.
- Transfer calls: All the calls received by your phone will be automatically transferred to a specified phone number.
- Transfer messages: All the messages received by your phone will be automatically transferred to a specified phone number.

 For more information about **Phone Finder**, log in to www.hicloud.com.

11.1.5 Synchronizing Contacts

You can synchronize your contacts from your phone to the server, or vice versa.

1. On the Home screen, touch  > **Cloud+ Settings** > **Sync settings**.
2. Select **Auto synchronization**.
3. Select **Sync contacts**.

11.1.6 Backing Up Data

Using Huawei Cloud+, you can back up your data from the phone to the server or restore your data from the server to the phone.

1. Touch  > **All Backup** > **Cloud Services**.
2. Touch **Data backup**.
3. Enter **Filename**:. Under **Backup contents**:, select the content that you want to back up. Then touch **Backup** to back up the content to the server.

 While the content is being backed up, you can cancel the operation by touching **Cancel**.

You can touch **Data restore** to restore previously backed up data from the server to your phone. You can also use **File manager** to delete the data that you have backed up.

11.2 AppInstaller

You can use this installer to install more than one applications at a time.

11.2.1 Install Applications

1. Touch  > **AppInstaller**. Then the installer will scan and display all the applications (.apk files) in the microSD card.
2. In the applications list, select applications you want to install.

 You can touch  , and then touch **Deselect all** or **Select all** to select and deselect all applications.

3. Touch  > **Install**.

The applications you select will be installed in your phone.

11.3 Traffic Manager

Traffic Manager allows you to enter the total amount of traffic included in your 2G/3G monthly package and set traffic notification thresholds. When your traffic usage reaches these thresholds, you will be notified.

11.3.1 Using Traffic Manager

When **Traffic Manager** is opened for the first time, it will request you to enter the monthly traffic limit and notification thresholds.

1. On the Home screen, touch  > **Traffic Manager**.
2. Enter the monthly traffic limit in the **Monthly package** field.
3. Touch **Next**.
4. Enter the notification thresholds in the **Set daily traffic reminder** and **Set monthly traffic reminder** fields.
5. Touch **Finish**.
6. You can now view your data traffic in **Traffic statistics**.

 You can modify the monthly traffic limit and notification thresholds in **Settings**.

11.4 All Backup

You can back up data using **All Backup**, which provides the following options: **Backup to SD**, **Restore from SD**, **Quick Backup**, **Schedule Backup**, **Cloud Services**, and **Applications**.

11.4.1 Backing Up data by using Backup to SD

1. On the Home screen, touch  > **All Backup**.
2. Touch **Backup to SD**.
3. Enter a file name in the **Filename:** field.
4. In the **Backup contents:** field, select the contents you want to back up.
5. Touch **Backup** to back up the selected data.

 To cancel the backup, touch **Cancel**.

11.5 Calendar

Use **Calendar** to create and manage events, meetings, and appointments. Depending on your synchronization settings, the calendar on your phone can be synchronized with the internet-based calendar you use.

11.5.1 Opening Calendar

Touch  > **Calendar** to open the application.

 When you add a Google Account that includes a calendar service to your phone, you can access Google calendar: Touch , and then touch **More > Calendars**.

11.5.2 Creating an Event

1. In any calendar view, touch , and then touch **New event** to open the **Event details** screen.

 If you have more than one calendar, select the calendar where you want to save the event.

2. Enter the event name.

- If there is a time frame for the event, touch **From** and **To** to set the beginning and end times of the event.
- If the event is a special occasion such as a birthday or a day-long activity, set the date for **From** and **To**, and then select the **All day** check box.

3. Enter the location of the event and a description.

4. Set the time of your event reminder in **Reminders**, and then specify in **Repetition** whether the event recurs and, if it does, how frequently.

5. Touch **Done**.

 To quickly create an event in the **Day**, **Week**, or **Month** view, touch and hold an empty time slot, and then touch **New event**. A new event details screen will appear with the selected time slot and date in the **From** and **To** fields.

11.5.3 Setting an Event Reminder

1. In any calendar view, touch an event to view its details or an event summary.

2. Touch the **Add reminder** button to add a reminder, or touch the reminder's "-" button to delete an existing reminder.

3. Touch the reminder time, and then, from the list displayed, touch the length of time before the event when you want to be reminded. When the time comes, you will receive a notification about the event.

11.5.4 Setting Synchronization and Display

1. In any calendar view, touch  . Then touch **More > Calendars**.

The Calendars screen displays all the calendars you have added or subscribed to for each account that is configured to synchronize events to your phone, organized by account. (Calendars for accounts you have configured not to synchronize Calendar events are not included in the list.)

2. Touch the icon next to a calendar to change whether it is synchronize and whether it is displayed.

You remain subscribed to Calendars that you configure not to store on the phone and you can still work with them with Google Calendar on the web.

3. Touch **OK**.

11.5.5 Customizing Calendar Settings

In any calendar view, touch  . Then touch **More > Settings** and choose from the following:

- **Hide declined events:** Select to hide events for which you have declined invitations.
- **Set alerts & notifications:** Touch to set event reminders to alert you, to send you a notification, or to turn off event notifications on your mobile phone.
- **Select ringtone:** Touch to select the ringtone to sound when you receive an event reminder.
- **Vibrate:** Select to vibrate the mobile phone when you receive an event notification.
- **Default reminder time:** Touch to select the default time before an event for event reminders to occur.

11.6 File Manager

File Manager is like having a pocket-sized personal assistant (PA), letting you organize, edit, and delete files and folders.

11.6.1 Opening File Manager

On the Home screen, touch  > **File Manager** to open the application.

11.6.2 Creating a Folder

1. On the **File Manager** screen, access the directory in which you want to create a new folder.
2. Touch  to open the options panel, and then touch **New folder**.
3. Enter the name of the new folder in the text box.
4. Touch **Save**.

11.6.3 Moving or Copying a File

1. On the **File Manager** screen, press  to show the options panel, and then touch **Multiselect**.
2. Touch the file or folder you want to move or copy. When a file or a folder is selected, a check mark will appear.

To select all files, touch **Select all** to select all files in a folder (touch **Unselect all** to cancel the selection).
3. Touch **Cut** or **Copy** to cut or copy the file.
4. Select the path where you want the file to be copied or moved. Press  to open the options panel, and then touch **Paste** to move or copy the file to the selected path.

11.6.4 Searching for a File

1. On the **File Manager** screen, touch a folder to access the directory where the file you want is located.
2. Press  to open the options panel, and then touch **Search**.
3. Write a key word of the name of your file in the search box.
4. Touch . Your mobile phone will start the search.
5. A list of search results will be displayed. Touch a file in the list to open it.
6. Touch **New search** for a new search or press the back key to return to the file manager screen.

11.6.5 Compressing or Extracting Files

Your phone supports compressing and extracting files.

- ❗ You can only compress files and folders into .zip files, but can extract both .zip and .rar files.

Compressing Files

1. On the **File Manager** screen, Touch  , and then touch **Multiselect**.
2. Select the files or folders you want to compress. When a file is selected, a check mark will appear.
To select all files and folders, touch **Select all** or **Unselect all** to cancel the selection.
3. Touch **Compress**.
4. Edit the save path and the name of the target file, and then touch **OK** to start compressing the files and folders.

Extracting a File

1. Touch and hold a compressed file.
2. Touch **Extract**.
3. Edit the save path for the extracted files.
4. Touch **OK** to start extracting.

11.6.6 Viewing Your Memory Status

On the **File Manager** screen, press  to open the options panel, and then touch **Memory Status**. The memory management screen will be displayed. This screen allows you to view the memory status and available memory on your mobile phone and microSD card.

11.7 Clock

In addition to displaying the date and time, the **Clock** application displays information about the weather and your phone. You can also use **Clock** to turn your mobile phone into an alarm clock.