# **ZTE**

# Z983 User Manual

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Version No.: R1.0

Edition Time: February 22, 2017

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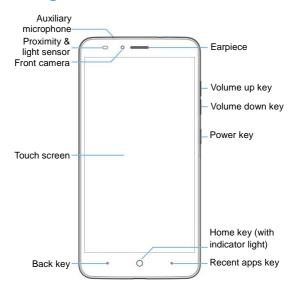
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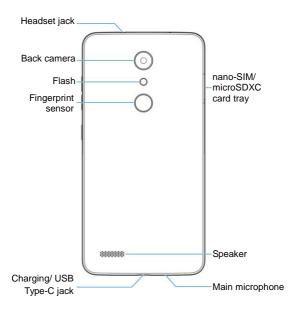
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# **Getting Started**

# **Getting to Know Your Phone**





# **Knowing the Keys**

Key	Function		
Power key	Press and hold to turn on or off airplane mode, restart, or power off.		
	Press to turn off or on the screen display.		
Volume keys (Volume up / down key)	Press or hold to turn the volume up or down.		
Home key	Touch to return to the home screen from any application or screen.		
Home key	<ul> <li>Touch and hold to use Google Search or Now on Tap.</li> </ul>		
Back key	Touch to go to the previous screen.		
Recent apps key	Touch to see recently used apps.     Double-tap or touch twice to switch to the most recent application.		

## NOTE:

The positions of the **Back** key and the **Recent apps** key are interchangeable through **Settings > Navigation key**.

# Installing the nano-SIM Card and microSDXC Card

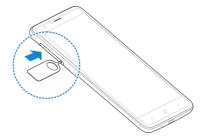
The nano-SIM card and the microSDXC card can be installed or removed while the phone is turned on. You need to unmount the microSDXC card before removing it. See <u>Using the microSDXC</u>

#### Card as Portable or Phone Storage.

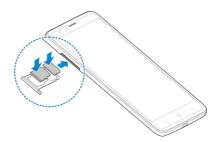
#### WARNING!

To avoid damage to the phone, do not use any non-standard nano-SIM card cut from a SIM card. You can get a standard nano-SIM card from your service provider.

 Insert the tip of the tray eject tool into the hole on the card tray on the left side of the phone.



Pull out the card tray and place the nano-SIM card (right) /microSDXC card (left) on the tray with the gold-colored contacts facing down. Then carefully slide the tray back into place.



# **Charging the Battery**

Your phone's battery should have enough power for the phone to turn on, find a signal, and make a few calls. You should fully charge the battery as soon as possible.

If the battery is low, there will be a pop-up message on the screen. As you charge your phone, the screen can show you the exact battery level on the status bar.

## WARNING!

Use only ZTE-approved chargers and USB Type-C cables. The use of unapproved accessories could damage your phone or cause the battery to explode.

#### CAUTION:

Do not change the built-in rechargeable battery in your phone by yourself. The battery can only be changed by ZTE or ZTE authorized service provider.

1. Connect the adapter to the charging/USB Type-C jack.



- Connect the charger to a standard AC power outlet. If the phone is on, you'll see a charging icon, such as \$\vec{\pi}\$ or \$\vec{\pi}\$, appear on the status bar.
- 3. Disconnect the charger when the battery is fully charged.

## NOTE:

If the battery is extremely low, the phone may not power on even while charging. In this case, charge the phone at least for 20 minutes before trying to power on again. Contact the customer service if you still cannot power on the phone after prolonged charging.

# **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:

- Use the Battery saver feature in Settings.
- Reduce the screen backlight time.
- · Lower the screen brightness.
- · Turn Wi-Fi, Bluetooth and auto-sync 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, and each query drains your battery.

# Powering On/Off

- Press and hold the Power key to turn on your phone.
- To power off, press and hold the Power key and touch Power off.

### NOTE:

If the phone freezes or takes too long to respond, you can press and hold the **Power** key for about 10 seconds to restart the phone.

# Setting Up for the First Time

When you first power on your phone after you purchase it or reset it to factory settings (see <u>Backup and Reset</u>), you need to do some settings before using it.

Touch the language field to select a language. Then touch LET'S GO and follow the prompts to set up Wi-Fi, name, device protection, Google services and other options.

# Locking/Unlocking the Screen and Keys

Your phone allows you to quickly lock the screen and keys (put the phone to sleep mode) 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.



To save battery power, the phone automatically turns off the screen after some time of inactivity. You will still be able to receive messages and calls while the phone screen is off.

#### To unlock the screen and keys:

- Press the Power key to turn the screen on.
- 2. Touch and hold a blank area of the screen.
  - or -

Touch and hold to make a call.

- or -

Touch and hold to take a selfie photo or video with the front camera.

- or -

Double-tap a notification to open the related app.

#### NOTE:

If you have set a fingerprint, a pattern, a PIN or a password for your phone (see <u>Protecting Your Phone With Screen Locks</u> and <u>Using Your Fingerprint</u>), you'll need to press your finger against the fingerprint sensor, draw the pattern or enter the PIN/password to unlock your screen.

# Using the Touch Screen

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

Touch

When you want to type using the onscreen keyboard, select items on the screen such as the application and settings icons, or press the 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, web 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.

#### NOTE:

The auto-rotate feature needs to be enabled for the screen orientation to automatically change. Touch the **Home** key > > Settings > Display > When device is rotated and select Rotate the contents of the screen. You can also access the screen rotation control by sliding down the status bar twice and touch Auto-rotate/Portrait.

# 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 shortcuts, folders, widgets, and more.



#### **Extended Home Screen Panels**

Your home screen is extendable, providing more space for shortcuts, widgets, and more. Simply swipe left or right on the home screen to see the extended panels. You can add or remove home screen panels or adjust their order.

#### To add a new home screen panel:

1. Touch and hold a blank area of the home screen.

- Touch Widgets or Themes.
- 3. Slide the home screen thumbnails left and touch .



#### To delete a home screen panel:

- Touch and hold an empty area of the home screen.
- Touch the Home tab.
- Slide left or right to view the home screen thumbnails.
- 4. Touch X on the top right corner of a thumbnail.
- Touch OK. The items on the panel will also be removed.

## NOTE:

When there is only one home screen panel, you cannot delete it any more.

#### To adjust the order of a home screen panel:

- 1. Touch and hold an empty area of the home screen.
- Touch the Home tab.
- 3. Slide left or right to view the home screen thumbnails and touch and hold a thumbnail and drag it left or right to the place vou need.

## NOTE:

at the bottom of a home screen thumbnail to set it as the main home screen.

# **Personalizing**

# **Changing the System Language**

- Touch the Home key > = > Settings > Language & input > Languages.
- Drag to the top next to the language you want to use.



If the language you need is not in the list, touch **Add a language** and select one.

## **Setting the Date and Time**

- 1. Touch the Home key > @ > Settings > Date & time.
- 2. Set the date, time, time zone, and time format.
  - To adjust the date and time automatically, switch on Automatic date & time.
  - To adjust the date and time manually, switch off Automatic date & time and touch Set date / Set time to change the date and time.
  - To adjust the time zone automatically, switch on Automatic time zone.
  - To adjust the time zone manually, switch off Automatic time zone and touch Select time zone to set the correct time zone.
  - ➤ To adjust the format of time, switch on or off Use 24-hour

#### format.

# Changing Ringtone and Notification Sound

You can customize the default incoming call ringtone and the default notification sound.

- 1. Touch the **Home** key > 🐵 > **Settings** > **Sound**.
- Touch Phone ringtone or Default notification ringtone.
- 3. Scroll through the list and select the ringtone you want to use.
- 4. Touch OK.

### NOTES:

- · Many applications have their own notification sound settings.
- See <u>Adding a New Contact</u> for how to assign a special ringtone to an individual contact.
- When selecting ringtones or sounds, touch the Music or the Recording tab to select an audio file saved on the phone or the storage card.

# **Turning On/Off System Sounds**

- Touch the Home key > > Settings > Sound > Other sounds.
- Switch on or off Dial pad tones, Screen locking sounds, Charging sounds, Touch sounds, Vibrate on tap, or Power up tone.

# **Adjusting Volume**

- Touch the Home key > > Settings > Sound.
- Drag the sliders below Media volume, Alarm volume, Ring volume, and Notification volume to adjust the volume for each type of audio.

### NOTE:

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 ring volume (or the earpiece volume during a call) or touch to adjust other types of volume.

# **Switching to Silent or Vibration Mode**

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

- Press the Volume keys when no media application is active
  to show the volume management window. Drag the ringtone
  volume slider to the left or keep pressing the Volume down
  key to switch the phone to vibration mode. Press the key
  again in vibration mode to switch the phone to silent mode.
- Swipe down from the top of the screen to open the notification panel and drag the panel downwards to open the Quick Settings menu. Touch Sound, Vibrate or Silent to switch the phone to vibration/silent mode or turn sound on.
- Touch the Home key > Settings > Sound > Notification mode and select Vibrate or Mute to switch to

vibration or silent mode.

# **Using Do Not Disturb Mode**

You can limit interruptions with Do not disturb mode. This mode silences your phone so that it doesn't make sounds or vibrate when you don't want it to.

#### To turn on Do not disturb mode:

- 2. Touch Always or Scheduled as you need.
  - Touch Always to turn on the Do not disturb feature immediately, which keeps on until you turn it off.
  - Touch Scheduled to if you want the feature turned on and off automatically during specific periods.
- If you select Scheduled, touch Days, Start time, and End time to specify the periods during which Do not disturb is on.
- Touch Disturb rules and select Priority only, Alarms only, or Total silence depending on whether you want to allow exceptions. You can customize the exceptions when Priority only is selected.

#### To set exceptions for Do not disturb mode:

You can set reminders, certain calls and messages as exceptions when Do not disturb mode is on and **Priority only** is selected as

the disturb rule, so these ringtones, sounds and vibration are not turned off.

- Touch the Home key > > Settings > Sound > Do not disturb
- Touch the switches next to the items you want to allow. Touch Messages or Calls and set who can alert you of their messages or calls.

## NOTE:

To set exceptions based on apps, touch the Home key > 6000 > Settings > Notifications. Select an app and switch on Override Do Not Disturb.

# **Applying New Wallpapers**

You can set the wallpaper for the home screen and lock screen.

- Touch the Home key > Settings > Display > Wallpaper.
- Touch Gallery, Live Wallpapers, Photos, or Wallpapers and select an image or an animation.
- 3. If necessary, tap Set wallpaper.

### NOTES:

- If you select Gallery, you will need to select a picture. Once selected, use two fingers to scale or one finger to select the area you want to use and position the image, and then tap
- In addition, you can touch and hold an empty area of the

home screen and then touch **Lock screen** or **Home screen**. Then select a built-in image, a live wallpaper, or an image from your Gallery.

# **Setting the Theme**

- 1. Touch and hold an empty place on the home screen.
- In the window that appears at the bottom, touch Themes.
- 3. Select a theme you like.

# **Changing Screen Brightness**

- Touch the Home key > Settings > Display > Brightness level.
- 2. Drag the slider to manually adjust the screen brightness.



Your phone can automatically adjust the screen brightness for available light. Touch **Adaptive brightness** in the Display settings screen to turn the feature on or off.

# Setting the Home Screen Transition Effect

- 1. Touch and hold an empty place on the home screen.
- 2. In the window that appears at the bottom, touch Home.
- Pick an effect and the phone will demonstrate how it works. Touch other effects until you find the favorite one.

# Protecting Your Phone With Screen Locks

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

- 2. Touch None, Long press, Pattern, PIN or Password.
  - ▶ Touch None to disable the screen lock.
  - Touch Long press to enable screen lock and allow unlocking with a 'touch and hold' gesture. You can unlock the screen by touching and holding an empty area on the lock screen.
  - Touch Pattern to draw and redraw a pattern that you must draw to unlock the screen. You can unlock the screen by touching and holding an empty area on the lock screen and then drawing the pattern.
  - Touch PIN or Password to set a numeric PIN or a password that you must enter to unlock the screen. You can unlock the screen by touching and holding an empty area on the lock screen and then entering the PIN or password.
- For Pattern, PIN, or Password, select whether to use secure start-up and how you would like notifications and their contents to show when the phone is locked, then touch

#### DONE.



Remember the pattern, PIN or password you set. Otherwise, you will have to upgrade the phone software or contact customer service to use the phone. See <u>Upgrading the Phone Software</u>.

# Protecting Your Phone With Screen Pinning

You can use the screen pinning feature to keep an app in view, so others cannot switch to other apps or access your personal information.

## Turn On Screen Pinning

- Touch the Home key > Settings > Security > Screen pinning.
- 2. Touch the On/Off switch.
- If you do not already have a pattern, PIN, or password set up as a screen lock, for added security, touch Lock device when unpinning, select a security option, and follow on-screen instructions to set up a screen lock.

#### Pin a Screen

- Ensure that screen pinning is turned on.
- Open the app you want to keep in view.
- 3. Touch the Recent apps key.

- If there are many app tabs, swipe up to find on the front-most tab.
- 5. Touch .

## **Unpin the Screen**

To unpin the screen and return to normal use, touch and hold the **Back** key.

If you have enabled screen lock for unpinning, unlock the screen with your fingerprint, pattern, PIN, or password, depending on the screen lock and fingerprint settings.

## **Using Your Fingerprint**

With the fingerprint sensor on the back of your phone, you can register up to 5 fingerprints and use them to unlock the phone or open apps, or simply press the fingerprint sensor to take photos or answer calls.



The fingerprint feature is only usable when the screen lock (Pattern, PIN or Password) is enabled. When the screen lock is reset to None or Long press, all registered fingerprints are erased.

## Register a Fingerprint

- Touch the Home key > 
   = Settings > Security > Fingerprint.
- 2. Draw the screen lock pattern, or enter the PIN/password and

#### touch Next.

- 3. Touch Register or Fingerprint > Add fingerprint.
- Follow the prompts to record the center and then the edges of a finger.
- 5. Touch OK.



Touch an existing fingerprint record to change its name or delete it.

## **Set Fingerprint Actions**

- Touch the Home key > == > Settings > Security > Fingerprint.
- Draw the screen lock pattern, or enter the PIN/password and touch Next.
- Touch the switches next to Wake up and unlock your phone, Take photo, or Answer call. Touch Quick-open app to assign an app to each registered fingerprint.
  - Wake up and unlock your phone: When the screen lock (Pattern, PIN or Password) is enabled, you can wake up the phone and unlock it with a registered fingerprint.
  - Quick-open app: When the screen lock (Pattern, PIN or Password) is enabled, you can unlock the phone and open different apps with different registered fingerprints.
  - Take photo: Press the fingerprint sensor with any finger (registered or not) to take a photo when the Camera app is opened.
  - Answer call: Press the fingerprint sensor with any finger

(registered or not) to answer incoming calls.

# **Knowing the Basics**

# **Monitoring the Phone Status**

The status bar at the top of the home screen provides phone and service status icons on the right side. Below are some of the icons you may see.

‡E	EDGE/2G connected	ightharpoons	No signal
<b>1</b> ↓ 3 G	3G connected	.dl	Signal strength
<b>‡</b> ↓ 4G	4G connected	<b>小</b>	Airplane mode
<b>↑↓</b> LTE	LTE connected	*	Bluetooth <sup>®</sup> on
12	Silent mode	<b>*</b>	Connected to a Wi-Fi® network
-  Di-	Vibration mode	(	Wi-Fi in use
0	Do not disturb mode (Priority only or Alarms only)	6	Speakerphone on
	Do not disturb mode (Total silence)	3/4	Phone microphone off
	Battery low	0	GPS on
	Battery full	G	Wired headset connected
7 / 5	Battery charging	(1)	Alarm set

# **Managing Notifications**

#### Notification Icons

The status bar at the top of the home screen provides notification icons on the left. Below are some of the icons you may see.

e, e	New SMS or MMS messages	ī	Upcoming event
<b>Y</b> / <b>9</b>	New message(s) from the Email app	?	New Wi-Fi network detected
M/M	New message(s) from the Gmail™ app	<u>+</u>	Downloading data
×	Missed call	<u>†</u>	Sending data
-	Call in progress	4	USB connected
-	Call on hold	û	Play Store updates available
9,0	Song 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 on the home screen or 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. The notification panel also supports expandable notifications that let you perform additional actions right from the notification itself.

- · To respond to a notification, just touch it.
- Slide down with one finger to expand certain notifications.
   You can also swipe two fingers vertically or pinch-zoom to expand or collapse certain notifications.
- To remove a notification, swipe it left or right.
- To remove all notifications, touch CLEAR ALL below all the notifications.
- To manage notifications you have received, touch and hold a
  notification or swipe a notification left or right a little and touch
   You can then configure the notification settings of the app
  that sends the notification. The available options may include
  the following:
  - Block all: Hide future notifications from this app.
  - Show silently: Do not make sound, vibrate, or briefly show in the current screen.
  - On the lock screen: Show, hide, or hide sensitive contents of the notifications on the lock screen.

 Override Do Not Disturb: Show notifications from this app when Do not disturb rule is set to Priority only.

#### NOTE:

If you block notifications for an app, you may miss its important alerts and updates. The notifications of some apps cannot be blocked.

# **Use Quick Settings**

The Quick Settings make it convenient to view or change the most common settings for your phone.

Swipe down with two fingers from the top of the screen, or open the notification panel and drag the panel downwards to find the Quick Settings menu. You may need to swipe left and right to see all available items, which include the following.

- Brightness: Uncheck AUTO and drag the brightness slider to adjust the screen brightness.
- Bluetooth: Touch to turn on or off Bluetooth. Touch and hold to open the Bluetooth menu in Settings. See <u>Connecting to</u> <u>Bluetooth Devices</u>.
- Wi-Fi: Touch to turn on or off Wi-Fi. Touch and hold to open the Wi-Fi menu in Settings. See <u>Connecting to Wi-Fi</u>.
- Flashlight: Touch to turn on or off the flash.
- Location: Touch to turn on or off location services. Touch and hold to open the Location menu in Settings. See Location.
- Airplane mode: Touch to turn on or off airplane mode.
- Data: Touch to turn on or off mobile data service over the mobile network. Touch and hold to open the Data usage

- menu in Settings.
- Sync: Touch to turn on or off auto-sync of accounts data.
   Touch and hold to open the Accounts menu in Settings. See <u>Accounts</u> and <u>Web Accounts</u>.
- Do not disturb / Priority only / Alarms only / Total silence:
   Manage the Do not disturb settings. Touch and hold to open the Do not disturb menu in Sound settings. See <u>Using Do Not Disturb Mode</u>.
- Auto-rotate/Portrait: Touch to turn on or off the auto-rotate screen feature. Touch and hold to open the Display menu in Settings.
- Hotspot: Touch to turn on or off the mobile hotspot feature.
   Touch and hold to open the Mobile Hotspot menu in Settings.
   See <u>Share Your Mobile Data Connection as a Mobile</u> Hotspot.
- **Battery Saver:** Touch to turn on or off Battery saver. Touch and hold to open the Battery saver menu in Settings.
- Sound/Vibrate/Silent: Touch to switch between sound, vibration, and mute. See <u>Switching to Silent or Vibration</u> Mode.
- Data Saver: Touch to turn on or off Data saver. Touch and hold to open the Data usage menu in Settings.
- Nearby: Touch to open the Nearby menu.
- NOTE:

In the Quick Settings screen, touch at the top to get to the Settings menu; touch to change positions of the Quick Setting items or add/remove available items.

# Managing Shortcuts and Widgets

# Add Shortcuts and Widgets

- Touch the Home key > ==.
  - or -
  - To add widgets, touch and hold an empty area of the home screen and select **Widgets**.
- Slide up or down to browse through available applications, or left or right to find the widget you need.
- Touch and hold a widget or an application icon and drag it to a home screen panel.

# **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**

- Touch and hold a widget on the home screen and then release it.
- An outline appears around the widget. Drag the outline to resize the widget.



Not all widgets can be resized.

# **Organizing With Folders**

You can create folders on the home screen and add several shortcuts to a folder.

You can move or remove folders the same way as moving or removing shortcuts.

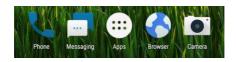
- Touch and hold a shortcut on the home screen and drag it to
   at the top left.
- Release the shortcut. A new folder will be created and the shortcut is added into the folder.
- To add more shortcuts into the folder, touch and hold each shortcut and drag it over the folder before releasing it.

# NOTE:

Touch the folder and then touch the name field to rename the folder.

# **Rearranging the Primary Shortcuts**

The home screen includes a customizable primary shortcuts area at the bottom visible from all home screens. You can keep at most four items in the primary shortcuts area. Drag shortcuts or folders in or out of the area to rearrange it.



# **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. Touch the **Back** key to hide the onscreen keyboard. You can also enter text by speaking with the Google voice typing feature.

#### **Enable or Disable Input Methods**

- Touch the Home key > = > Settings > Language & input > Virtual keyboard > Manage keyboards.
- Slide the switches beside the input methods to enable or disable them.

# **Change Input Methods**

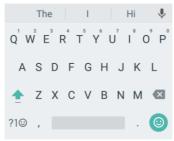
- When you use the onscreen keyboard to enter text, open the notification panel and touch (Change keyboard).
- 2. Select the input method you need.



The icon appears only when more than one keyboard input method is installed and enabled.

# Google Keyboard

The Google Keyboard provides a layout similar to a desktop computer keyboard. When screen auto-rotation is enabled, 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 E<sup>3</sup> and the available accented letters and number 3 appear. Then slide to choose È.
- As you enter a word, candidates appear above the keyboard.
   Touch to select the correct one; drag a suggestion to to remove it.
- 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 

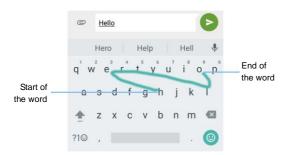
  to delete the text before the cursor.
- Touch ?1<sup>(1)</sup> to select numbers and symbols. You can then touch = \ < to find more.</li>
- Touch to use Google voice typing.
- Touch and hold , to change the input language or set up the Google Keyboard.
- Touch and hold and and slide right to resize the keyboard for one-hand use.

#### **Gesture Typing**

The Google Keyboard supports the gesture typing feature. Use this feature to input a word by sliding through the letters.

To enable and use gesture typing:

- Touch and hold on the Google Keyboard and then touch Google Keyboard settings.
- Touch Gesture typing and then touch Enable gesture typing if this feature is turned off.
- 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.



#### NOTES:

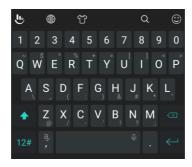
- Touch when you want to. If you want to enter a single letter, go ahead and touch.
- Lift your finger at the end of the word. A space is added automatically when you begin to input the next word.

# TouchPal Keyboard

TouchPal Keyboard offers three layouts: FULL, PHONEPAD and T+. You can touch to select a layout or an input language.

You can also use Curve<sup>®</sup> and Wave<sup>™</sup> to speed up text input by moving your finger from letter to letter or word from word without lifting the finger.

#### The FULL Layout



The FULL layout offers an input experience similar to a computer keyboard.

- The alphabetic keys: Touch the keys to enter letters. Touch a key and slide if necessary to choose more characters.
- The shift key: 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.
- Word prediction: Touch and hold or and tap the prediction switch to turn on or off prediction.
- Pre-defined texts: Touch 12# to enter digits, symbols, and other pre-defined texts. You can touch the arrow keys to turn pages, or touch to go back to the alphabetic keys.
- Slide up on the space key or touch to enter Emoji and

emoticons.

- The delete key: Touch to delete text before the cursor.
   You can also slide left on the key to delete an entire word.
- More options: Touch to access additional functions of TouchPal, use voice input, edit text, change keyboard themes, and more.

#### The PHONEPAD Layout

The layout in this mode is similar to a phonepad.



Touch an alphabetic key repeatedly until the desired letter appears. You can also touch and hold the key and slide left or right to choose the letter or number you need.

If word prediction is enabled (), just touch the keys once and choose the right word.

#### The T+ Layout



Touch to enter the left letter on the key; double-tap or flick right to enter the right letter/symbol on the key. You can also touch and hold a key and slide left or right to choose more letters and symbols.

If word prediction is enabled  $(\blacksquare)$ , just touch the keys and choose the right word.

#### **Curve Word Gesture**

Curve allows you to enter text by moving your finger on the screen from letter to letter to enter each word.

To enable and use Curve:

- On the TouchPal keyboard, touch Settings > Smart input and check Curve® Word gesture.
- Touch the Back key to return to the text field. Open the TouchPal keyboard and switch to the Full layout.

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.



#### NOTES:

- Curve is only available in the Full layout.
- 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 begin to trace the next word.

#### **Wave Sentence Gesture**

Wave allows you to enter words by dragging candidate words to the space key.

To enable and use Wave:

- On the TouchPal keyboard, touch > Settings > Smart input and check Wave Sentence gesture.
- 2. Touch the Back key to return to the text field. Open the

TouchPal keyboard and switch to the Full layout.

- Touch or use Curve to enter the first word. As the first word appears on the text field, candidate words appear on the keyboard for you to choose from as the following word.
- Drag the correct candidate word to the space key to add the word to the text field. If no candidate word is correct, you can go on enter the words normally.





Wave is only available in the Full layout.

# **Google Voice Typing**

Google Voice typing uses the Google voice recognition service to convert speech to text.

TouchPal keyboard to access the Google voice typing feature.

- When you see the microphone image, speak what you want to type.
- 3. You can continue entering text to keep it or to delete it.

# NOTE:

Say "comma," "period," "question mark," "exclamation mark," or "exclamation point" to enter punctuation.

# **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 or copy: Select the text you want to manipulate. Then touch the CUT or COPY to cut or copy the text to the clipboard.
- Replace text with the clipboard text: Select the text you want to replace. Then touch PASTE.
- Insert clipboard text to the text field: Touch the tab below the cursor and then select PASTE.

# Opening and Switching Apps

#### Open an App

- Touch the Home key > 

  .
- 2. Slide up or down on the screen and touch an app to open it.

# **Switch Between Recently Opened Apps**

- Touch the Recent apps key. The apps you've used recently are displayed in a series of tabs. Slide up and down to see all the tabs.
- 2. Touch a tab to open that app.

#### NOTES:

- You can swipe a tab sideways or touch X on the tab to remove it from the screen. Touch Clear all to remove all tabs.
- Double-tap the Recent apps key to switch between the current app and the most-recent app.

# **Uninstalling or Disabling an App**

- Touch the Home key > 
   to open the application list screen.
- 2. Touch and hold an application icon and drag the icon to (Uninstall) or (Disable) at the top of the screen.
- 3. Touch **OK** to uninstall or disable the app.

#### NOTES:

· Pre-installed apps cannot be uninstalled, and not all apps can

he disabled.

To find the disabled applications, touch the Home key > 
 Settings > Apps > All apps > Disabled. You can then touch
the disabled application and touch ENABLE to restore it.

# **Using Two Apps in Split-Screen Mode**

You can work with two apps at the same time in split-screen mode.



Some apps may not support split-screen mode.

#### Method one:

- Open the first app you want to use and then touch and hold the Recent apps key.
- If the app you need is in the recent apps list, touch the Recent apps key and then touch the app to set it as the second app.

-or-

Touch the **Home** key > (a) to find the app you need and open it as the second app.

#### Method two:

- Touch the Recent apps key to view your recently used apps, touch and hold the tab of the app you want to use and drag it to the Drag here to use split screen area.
- If the app you need is in the recent apps list, touch the app to set it as the second app.

-or-

Touch the **Home** key > (a) to find the app you need and open it as the second app.

To turn off split-screen mode, drag the handle  $\blacksquare$  on the screen to the edge of the screen.

# Connecting to Networks and Devices

# **Connecting to Mobile Networks**

#### Control Mobile Data Use

To enable or disable data access:

- Touch the Home key > 
   Settings > Mobile networks > Mobile Data.
- Touch the Mobile Data switch to enable or disable mobile data use.

To get data services when roaming internationally:

- Touch the Home key > = > Settings > Mobile networks > International Data Roaming.
- 2. Touch the Mobile Data switch if it is turned off.
- NOTE:

Data roaming may incur significant roaming charges.

# Select Network Type

- Touch the Home key > => Settings > Mobile networks > Preferred network type.
- 2. Touch the type of networks you prefer to connect to.

#### Set Access Point Names

To connect to the Internet you can use the default Access Point Names (APN). And if you want to add a new APN, please contact the service provider to get the necessary information.

- Touch the Home key > 
   Settings > Mobile networks.
- 2. Touch Access Point Names.
- 3. Touch ①
- Touch each item to enter the information you get from your service provider.
- 5. Touch > Save to complete.

# NOTE:

To set the APN to default settings, touch \* > Reset to default.

# Select Network Operator

- Touch the Home key > 
   Settings > Mobile networks.
- 2. Touch Network operators.
- Touch Search networks to search for all available networks and select one to register manually. You can also touch Choose automatically to select preferred network automatically.

#### Disable 2G Service

- Touch the Home key > > Settings > Mobile networks.
- 2. Touch the Disable 2G switch to turn it on.

# **CAUTION:**

If 2G service is disabled, some apps and functions may not work in areas with limited coverage.

# Connecting to Wi-Fi

Wi-Fi is a wireless networking technology that can provide Internet access at distances of up to 300 feet, 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 > > Settings > Wi-Fi.
- 2. Slide the Wi-Fi switch to the On position to turn on Wi-Fi.
- 3. Touch a network name to connect to it.
- If the network is secured, enter the password and touch CONNECT.

# NOTE:

Your phone automatically connects to previously used Wi-Fi networks when they are in range.

# **Get Notified of Open Networks**

- 1. Touch the Home key > > Settings > Wi-Fi.
- 2. Slide the Wi-Fi switch to the On position.
- 3. Touch .
- 4. Slide the Network notification switch.

When Wi-Fi is on, you receive notifications in the status bar when your phone detects an open Wi-Fi network. Switch off this option 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 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.

- Touch the Home key > = > Settings > Wi-Fi.
- 2. Slide the Wi-Fi switch to the On position.
- At the bottom of the available Wi-Fi networks, touch Add network.
- Enter the network SSID (name). If necessary, enter security or other network configuration details.
- 5. Touch SAVE.

#### Connect to a WPS Network

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

You can use one of the following methods to connect your phone to a wireless network using WPS.

#### Method one: WPS button (Recommended)

- Touch the Home key > = > Settings > Wi-Fi.
- Slide the Wi-Fi switch to the On position.

- Touch > Advanced > WPS Push Button.
- Press the WPS button on the access point and the access point will recognize your phone and add it to the network.

#### Method two: PIN number

- 1. Touch the Home key > > Settings > Wi-Fi.
- Slide the Wi-Fi switch to the On position.
- 3. Touch > Advanced > WPS Pin Entry.
- The WPS PIN number displays on the screen. Enter the PIN number into the access point's setup page.

After entering the PIN number, your phone automatically finds the access point and configures the connection.



For detailed information about the WPS feature of the access point, please refer to its user documents.

# 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 > @ > Settings > Wi-Fi.
- 2. Slide the Wi-Fi switch to the On position.
- Touch > Saved networks.
- 4. Touch the Wi-Fi network name and then touch FORGET.

# Adjust Advanced Wi-Fi Settings

- Touch the Home key > > Settings > Wi-Fi.
- Touch to adjust the following settings.
  - Network notification: Get notifications in the status bar when Wi-Fi is on and an open network is available.
  - Keep Wi-Fi on during sleep: Set whether to keep Wi-Fi on in sleep mode.
  - ▶ MAC address: Check the MAC address.
  - IP address: Check the phone's IP address.
  - or -

Touch \* > Advanced to adjust the following settings.

- Install certificates: Install certificates needed for connecting to certain Wi-Fi networks.
- Wi-Fi Direct: Use the Wi-Fi Direct feature. See <u>Using</u> Wi-Fi Direct<sup>®</sup>.
- WPS Push Button: Connect to a WPS network via the push button method.
- WPS Pin Entry: Connect to a WPS network via the phone PIN method.

# **Using Wi-Fi Direct**®

Wi-Fi Direct allows Wi-Fi devices to share files and data directly by connecting to each other without the need for wireless access points (hotspots). Your phone supports Wi-Fi Direct, but you may need to install third-party applications to share data through Wi-Fi Direct.

#### To connect via Wi-Fi Direct:

- Touch the Home key > > Settings > Wi-Fi.
- 2. If Wi-Fi is off, slide the Wi-Fi switch to the On position.
- Touch > Advanced > Wi-Fi Direct. Your phone will search for other devices enabled with Wi-Fi Direct connections
- Touch a device name below Peer devices and select CONNECT to connect with it.
  - The other device will receive a connection prompt and need to accept the request for connection. Both devices may need to enter a common PIN
- Once connected the device is displayed as "Connected" in the **Peer devices** list.

# **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 30 feet. The Bluetooth devices must be paired before the communication is performed.

#### Turn Bluetooth On/Off

- Touch the Home key > 
   = > Settings > Bluetooth.
- Slide the Bluetooth switch to the On or Off position.
   When Bluetooth is on, the \* icon appears in the status bar.

# **Change the Device Name**

- 1. Touch the Home key > 

  > Settings > Bluetooth.
- 2. Slide the Bluetooth switch to the On position if Bluetooth is off.
- Touch > Rename this device.
- Edit the name and touch RENAME.

#### Pair With Another Bluetooth Device

- Touch the Home key > > Settings > Bluetooth.
- Slide the Bluetooth switch to the On position if Bluetooth is off.
  Your phone automatically scans for and displays the IDs of all
  available Bluetooth devices in range. You could touch
   Refresh if you want to scan again.
- 3. Touch the device you want to pair with.
- Confirm that the Bluetooth passkeys are the same between the two devices and touch PAIR. Alternately, enter a Bluetooth passkey and touch PAIR.
  - Pairing is successfully completed when the other device accepts the connection or the same passkey is entered.
- NOTE:

The Bluetooth passkey may be fixed for certain devices, such as headsets and hands-free car kits. You can try entering 0000 or 1234 (the most common passkeys), or refer to the documents for that device.

# Forget (Unpair With) a Bluetooth Device

You can make your phone forget its pairing connection with another Bluetooth device. To connect to the device again, you need to search it and enter or confirm a passkey again.

- Touch the Home key > 
   Settings > Bluetooth and ensure that Bluetooth is turned on.
- In the list of paired devices, touch the icon beside the Bluetooth device you want to forget.
- Touch FORGET.

#### Send Data via Bluetooth

- Open the appropriate application and select the file or item you want to share.
- Select the option for sharing via Bluetooth. The method may vary by application and data type.
- Touch a Bluetooth device the phone has paired with or wait for it to search for new devices and touch one of them.

#### Receive Data via Bluetooth

- 1. Turn Bluetooth on before trying to receive data via Bluetooth.
- 2. Flick down the status bar and touch \*:
- Touch ACCEPT to start receiving the data.

Received files are stored automatically in a dedicated folder (*Bluetooth*, for instance) in the phone storage or microSDXC directory. You can access them with the **File Manager** app.



Received contacts (vCard files) are automatically imported to your contact list.

# 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 its internal storage or on a removable microSDXC card.

If you are using USB tethering, you must turn that off before you can use USB to transfer files between your phone and computer.

#### Connect Your Phone to a Computer via USB

- Connect your phone to the PC with a USB cable.
- 2. Open the notification panel and touch  $\psi$  (USB for ...).
- 3. Choose one of the following options:
  - Charge only: Charge your phone via USB.
  - Install driver: Install the driver needed for some USB connection modes (such as MTP). You only need to install the driver on the same PC once.
    - NOTE:

You can also install the driver on PC by running the executable file in the new CD-ROM drive.

- Media device MTP: Transfer files on Windows<sup>®</sup> PC or Mac<sup>®</sup>
  - NOTE:

For Windows XP, please install the drivers and Media Player 11 (or later version) when you use Media device (MTP) for the first time.

▶ Camera PTP: Transfer photos using camera software.

# NOTE:

To make your phone connect to the computer automatically using the selected connection type, check **Don't ask me again**.

# Connect With Windows Media® Player

You can sync music, picture, and video files from the computer to your phone via Windows Media Player on the computer.

- Connect the phone with your computer via USB and choose Media device (MTP).
- Open Windows Media Player and synchronize music, picture, and video files.

# **Disconnect Your Phone From the Computer**

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

# Using the microSDXC Card as Portable or Phone Storage

You can use your microSDXC card as portable storage when there's already content such as your media and other files so that you don't lose them.

If your microSDXC card is new or doesn't have content you want to keep, you can also set it up as an extension of the phone storage, and this requires formatting that prevents the microSDXC card from working with other devices.

#### **L** CAUTION:

As part of the phone storage, the microSDXC card may have data on it that is necessary for some apps to function normally. Therefore, do not remove or replace the card randomly.

# Set Up the microSDXC Card as Portable Storage

When you install a microSDXC card that has not been used on your phone before, the phone will mount the card as portable storage by default.

You can also open the notification panel and touch the microSDXC card name, select **Use as portable storage** and then touch **NEXT > DONE**.

#### To remove the microSDXC card from your phone:

If you need to remove the microSDXC card used as portable storage while the phone is on, you must unmount it first.

- Touch the Home key > > Settings > Storage.
- Touch next to the card name in the Portable storage section.
- When the screen prompts the card is safely ejected, you can now remove it from the phone.

#### To erase and format the microSDXC card:

- 2. Touch the card name in the Portable storage section.
- Touch Format.
- 4. Touch ERASE & FORMAT.

#### CAUTION:

The formatting procedure erases all the data on the microSDXC card, after which the files CANNOT be retrieved.

# Set Up the microSD Card as Phone Storage

If your microSDXC card is new or doesn't have content you want to keep, you can format the card and use it as part of the phone storage. If you move the microSDXC card to another device, it'll be formatted before it can be used.

- 1. Touch the Home key > > Settings > Storage.
- 2. Touch the card name in the Portable storage section.
- 3. Touch Format as internal.
- Touch ERASE & FORMAT.

#### CAUTION:

The formatting procedure erases all the data on the microSDXC card, after which the files CANNOT be retrieved.

 The phone will prompt you to move your photos, files and other data from the internal storage to the microSDXC card. Select Move now or Move later and touch NEXT. Follow the onscreen instructions to continue.

To move data between the internal storage and the microSDXC card:

With the microSDXC card as part of the phone storage, you can move your photos, files and other data between the internal storage and the card any time.

- Touch the Home key > > Settings > Storage.
- Touch the microSDXC card name or Phone in the Device storage section.
- 3. Touch Migrate data.
- 4. Touch MOVE.



Whenever you move data between the internal storage and the microSDXC card, the destination is used to save new apps and personal data (such as photos and videos) and only the destination is accessible from a computer.

#### To remove the microSDXC card from your phone:

If you need to remove the microSDXC card used as phone storage while the phone is on, you must unmount it first.

- Touch the Home key > > Settings > Storage.
- 2. Touch your card name below **Device storage**.
- 3. Touch Remove SD card.
  - NOTE:

Before ejecting the card, ensure that you have moved data and apps to the internal storage.

- 4. Touch EJECT.
- When the screen prompts the card is safely ejected, you can now remove it from the phone.

#### To reformat the microSDXC card as portable storage:

If you no longer want to use your microSDXC card as phone storage, you can reformat the card as portable storage.

# NOTE:

Before the formatting, ensure that you have moved data and apps to the internal storage.

- 1. Touch the Home key > > Settings > Storage.
- 2. Touch your card name below Device storage.
- 3. Touch Format as portable.
- 4. Touch FORMAT.

#### CAUTION:

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

# **Sharing Your Mobile Data Connection**

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

#### Share Your Mobile Data Connection via USB

You can access the Internet on your computer via the USB tethering feature of your phone. The feature needs data connection on a mobile network and may result in data charges.

#### NOTE:

You cannot transfer files between your phone and your computer via USB while the phone is USB tethered.

- Connect your phone to your computer with a USB cable.
- Switch on USB tethering. A new network connection will be created on your computer.

#### NOTE:

To stop sharing your data connection, switch off **USB tethering** or disconnect the USB cable.

# Share Your Mobile Data Connection as a Mobile Hotspot

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

#### NOTE:

When the portable Wi-Fi hotspot feature is enabled, you cannot use your phone's Wi-Fi capability to access the Internet. You still remain connected to the Internet via your mobile data network.

- Touch the Home key > Settings > Mobile Hotspot.
- Slide the switch to the **On** position.
   After a moment, the phone starts broadcasting its Wi-Fi network name (SSID).
- On another device, locate your phone via Wi-Fi and connect with it to start using the phone's mobile data.

#### NOTE:

To stop sharing your data connection, slide the switch to the Off

position.

# Rename or Secure Your Mobile Hotspot

You can change the name of your phone's Wi-Fi network (SSID), secure your mobile Wi-Fi hotspot.

- Touch the Home key > Settings > Mobile Hotspot > Configure.
- 2. Set the following options.
  - Network name: Enter or edit a network SSID (name) that other devices see when scanning for Wi-Fi networks.
  - Channel: To avoid interference with other Wi-Fi networks, try using a different channel.
  - Security: Choose a security option, Open (not recommended) or WPA2 PSK (other users can access your Wi-Fi hotspot only if they enter the correct password). When you select WPA2 PSK, touch the Password field to edit the security password.
  - Broadcast network name (SSID): Check to broadcast or uncheck to hide your network name (SSID). If the broadcast is disabled, other users need to get your network SSID to find the Wi-Fi hotspot.
- 3. Touch **SAVE** to save your settings.

# **Connecting to Virtual Private Networks**

Virtual private networks (VPNs) allow you to connect to the resources inside a secured local network. VPNs are commonly deployed by corporations, schools, and other institutions to let

people access local network resources when not on campus, or when connected to a wireless network.

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

#### Add a VPN

- Touch the Home key > 
   Settings > More > VPN.
- Touch 

  at the top right corner 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 PIN or password before using VPN.

#### Connect to a VPN

- Touch the Home key > > Settings > More > VPN.
- 2. Touch the VPN that you want to connect to.
- When prompted, enter any requested credentials, and then touch CONNECT.

# Modify a VPN

- Touch the Home key > 
   Settings > More > VPN.
- Touch next to the VPN that you want to modify.

- 3. Edit the VPN settings you want.
- 4. Touch SAVE.

# **Phone Calls**

You can place calls from the Phone app, the Contacts 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

- Touch the Home key > Phone.
- 2. If the dialpad is closed, touch Uto display it.
- Enter the phone number or the contact name with the dialpad.
   Touch to delete incorrect digits.

### NOTE:

As you enter the phone number or the contact name, your phone searches for matching information in your contacts. If you see the number and contact you want to call, touch it to place the call immediately.

Touch below the keypad to dial.

### NOTE:

To make an international call, touch and hold the **0** key to enter the plus (+) symbol. Next, enter the country code, followed by the city/area code and then the phone number.

# NOTE:

To redial the last call you made, just touch to when the phone number field is empty to enter the number automatically.

#### 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 or the information about the caller that you've entered in the Contacts app. You can answer or reject the call, or reject it with a text message.

#### Answer a Call

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

### NOTE:

To silence the ringer before answering the call, you can press the **Volume** key, the **Power** key, the **Home** key, the **Back** key, or the **Recent apps** key.

### Reject a Call

When you receive a phone call, drag to to reject the call.

You can also touch **Message reject** to reject the call and select a preset text message or write one to send to the caller.

# NOTE:

To edit the text response from within the Phone app, touch : > Settings > Quick responses.

# **Working With the Call History**

The call history 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 history, you can touch the **Home** key > **Phone** > : > Call **History**.

### Place a Call From the Call History

- 1. Open the call history.
- Touch a listing for more information about the call, or touch beside it to call back.
- NOTE:

You can touch (missed call), (outgoing), or (incoming) to filter the records by call type.

# Add a Number From Call History as a Contact

- 1. Open the call history.
- 2. Touch a listing for more information about the call.
- Touch Add to contact. To add the number to an existing contact, touch a contact in the list; to add a new contact, touch Create new contact. See <u>Adding a New Contact</u>.

### Take Other Actions on a Call History Entry

Open the call history, touch a listing and select **Call details** to view detailed call information.

- Touch to delete the entry.
- Touch \( \sqrt{\text{to call the number.}} \)
- Touch Edit number before call to edit the number in the dialer before calling it.
- Touch Block number to block calls and messages from this number.
- Touch Copy number to copy the number to the clipboard.
- Touch the contact icon in front of the number to open the contact information tab from the bottom of the screen. You can send a message, call back, edit the contact, add the contact to favorites, or add the number to contacts.

### NOTE:

You can touch : > Clear call history in the call history screen to delete all history records.

# **Calling Your Contacts**

- Touch the Home key > Phone. Your favorite contacts and frequently called contacts are displayed in the FAVORITES tab.
- Touch a contact to place the call, or touch the CONTACTS tab and then touch beside a contact to make a call.

# **Checking Voicemail**

If you have set the phone to divert calls to voicemail, callers can leave voicemail messages when they cannot reach you. Here's how to check the messages they left.

- Touch the Home key > Phone.
- 2. If the dialpad is closed, touch 🖲 to display it.
- Touch and hold the 1 key in the dialer. If prompted, enter your voicemail password.
- Follow the voice prompts to listen to and manage your voicemail messages.

### NOTE:

See <u>Set Voicemail</u> for how to set your voicemail service. For detailed information, please contact the service provider.

# Using Options During a Call

During a call, you will see a number of onscreen options. Touch an option to select it.

- · Touch Hold to put the call on hold.
- Touch Add call to make another call separately from the first call, which is put on hold.
- Touch Contacts to go to Contacts.
- Touch Dialpad to switch to the keypad when you need to enter a code (for example, the PIN for your voicemail or bank account) during the call.

- Touch Mute to mute or unmute your microphone.
- Touch Speaker to turn on or off the speakerphone.
- Touch Merge to merge the separate calls into a single conference call.
- 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 support and may result in additional charges. Please contact your service provider for more information.

#### Switch Between Current Calls

When you're on a call and another call comes in, your phone screen informs you and displays the caller ID.

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

- Touch Hold current and answer to answer the call. (This puts the first caller on hold and answers the second call.)
- Touch End current and answer to end the current call and answer the incoming call.

- Touch to reject the second call.
- Touch to reject the second call and select a preset text message or write one to send to the caller.

#### To switch between two calls:

Touch On hand to switch back to the other call.

### Set Up a Conference Call

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

- Place the first call.
- Once you have established the connection, touch Add call and dial the second number. (This puts the first caller on hold.)
- When you're connected to the second party, touch Merge.
   If one of the people you called hangs up during your call, you and the remaining caller stay connected. If you initiated the call and are the first to hang up, all callers are disconnected.

To end the conference call, touch ...

# **Adjusting Your Call Settings**

### **Set Contact Display Options**

You can set the order of the contacts displayed in the **CONTACTS** tab of the Phone app.

- Touch the Home key > Phone > > Settings > Display options.
- 2. Touch Sort by or Name format to set the order of the

contacts and the format of the contact names.

#### Set Sound and Vibration

Set the sound and vibration for incoming calls as well as dialpad sounds.

- Touch the Home key > Phone > : > Settings > Sounds and vibration.
- 2. Touch the option you want to configure.
  - Touch Phone ringtone to select the ringtone for incoming call notification.
  - Check Dialpad tones to play sounds when you touch the dialpad keys.

### Set Answer and End Calls Settings

When enabled, these options allow you to end a call by pressing the **Power** key or allow the phone to vibrate when a call is answered.

- Touch the Home key > Phone > > Settings > Answer and end calls.
- Check or uncheck Power button ends call or Vibrate when call is answered.

### Set Speed Dials

You can touch and hold the 1 ~ 9 keys 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:

- Touch the Home key > Phone > : > Settings > Speed dial.
- 2. Touch a speed dial key.
- 3. Enter a phone number or select one from the contact list.
- 4. Touch OK.

### Edit Quick Response to Rejected Callers

- Touch the Home key > Phone > : > Settings > Quick responses.
- 2. Touch a text message to edit it.

#### Set Voicemail

- Touch the Home key > Phone > : > Settings > Call settings > Voicemail.
- Configure voicemail settings.
  - Touch Service to select the voicemail service provider.
     Your carrier is the default.
  - Touch Setup > Voicemail number to edit the voicemail number.
  - Touch Sound to select the notification sound for new voicemails.
  - Check Vibrate to enable vibration for notification.

# **Use Fixed Dialing Numbers**

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

Touch the Home key > Phone > : > Settings > Call

#### settings > Fixed Dialing Numbers.

- 2. Set the following options.
  - Enable FDN: Input the PIN2 code to enable the FDN feature.
  - Change PIN2: Change the PIN2 code for FDN access.
  - ▶ FDN list: Manage the FDN list.

# NOTE:

The PIN2 code is provided by your carrier. Entering an incorrect PIN2 code more times than allowed can get your nano-SIM card locked. Contact the service provider for assistance.

### **Forward Incoming Calls**

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

- Touch the Home key > Phone > : > Settings > Call settings.
- 2. Touch Call forwarding.
- 3. Touch an available option to enable it.

# Set Caller ID and Call Waiting

- Touch the Home key > Phone > : > Settings > Call settings > Additional settings.
- Touch Caller ID to choose whether your number is displayed when someone receives your outgoing call. Or check Call waiting to get notified of incoming calls during a call.



Please contact the service provider to check whether the caller ID and call waiting features are available.

### **Call Blocking**

You can add numbers to the blocked numbers list to filter out calls and messages from these numbers.

- From home, touch Phone > : > Settings > Call blocking.
- 2. Tap ADD A NUMBER.
- 3. Enter the phone number or select one from the contacts.
- 4. Tap BLOCK.



To unblock a number, touch X on its right and touch **UNBLOCK**.

#### 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.

Select a TTY mode for your phone to work with a TTY device, or turn TTY off.

- Touch the Home key > Phone > : > Settings > Accessibility > TTY mode.
- Select one of the following options. Consult your teletypewriter manufacturer's manual if necessary.
  - 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 a 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 the Hearing Aid Compatibility (HAC) 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.

- Touch the Home key > Phone > \* > Settings > Accessibility.
- 2. Check Hearing aids to turn on hearing aid compatibility.

### CAUTION:

Do not turn on the Hearing aids option 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.

#### Enable Video Call

- Touch the Home key > Phone > : > Settings.
- 2. Touch Video call to turn the feature on or off.

#### **Enable VoLTE**

- 1. Touch the **Home** key > Settings > More.
- 2. Touch Enhanced LTE Services to turn the feature on or off.

# **Contacts**

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 > **Contacts**. From there, you can touch the tabs on the top of the screen to quickly switch to contact groups or favorite contacts.

# **Checking Contact Details**

- Touch the Home key > Contacts to access your contact list.
- Scroll through the list to view all your contacts.
- 3. Touch a contact to view its details.



If you have a lot of contacts stored, drag the slider on the right side of the screen to quickly locate the contact you want.

# Adding a New Contact

- Touch the Home key > Contacts.
- Touch to add a new contact.
- Enter the contact name, phone number, and email address. If you have added a sync account, touch Saving to to choose where the contact will be saved.
- 4. If necessary, touch More Fields to add other information.

Touch \( \sqrt{} \) to save the contact.

# Setting Up Your Own Profile

You can create your own name card in your phone.

- Touch the Home key > Contacts.
- 2. Touch Set up my profile.
  - If a profile has already been set up, touch the existing profile below **ME** and touch .
- Edit your profile information. Touch More Fields to add more details if you want.
- Touch ✓ to save.

# Importing, Exporting, and Sharing Contacts

You can import/export contacts from/to the nano-SIM card, phone storage or microSDXC card. This is especially useful when you need to transfer contacts between different devices. You can also quickly share contacts using Bluetooth, Google Drive, Email, Gmail, Messaging, etc.

### Import Contacts From the Phone Storage

- Touch the Home key > Contacts.
- Touch : > Import/Export > Import from storage.

- If you have added contact accounts other than the phone, select an account in which to save the contacts.
- Select the vCard file(s) and touch OK.

# Import Contacts From the nano-SIM Card

- Touch the Home key > Contacts.
- 2. Touch > Import/Export > Import from SIM card.
- Check the contacts you need and then touch

### **Export Contacts to the Phone Storage**

- 1. Touch the Home key > Contacts.
- Touch : > Import/Export > Export to storage.
- The phone will prompt you with the name of the vCard file and the directory in which the file will be saved. Touch OK to create the file.

# **Export Contacts to the nano-SIM Card**

- Touch the Home key > Contacts.
- 2. Touch > Import/Export > Export to SIM card.
- 3. Check the contacts you need and then touch

#### Share Contacts

Touch the Home key > Contacts.

- 2. Touch : > Multi-select.
- 3. Touch the contacts you want to share and then touch <.
- Choose how to share the contacts. Options depend on the applications and services installed.

# **Working With Favorite Contacts**

You can add the contacts you use frequently to FAVORITES so that you can find them quickly.

#### Add a Contact to Favorites

- 1. Touch the Home key > Contacts.
- 2. Touch a contact and then touch  $\stackrel{\frown}{\sim}$  at the top.

#### Remove a Contact From Favorites

- 1. Touch the Home key > Contacts > FAVORITES tab.
- 2. Touch a favorite contact and then touch \* at the top.

# **Working With Groups**

### **View Your Contact Groups**

- Touch the Home key > Contacts and touch the GROUPS tab.
- 2. Scroll through the list to view the preset groups and any

groups you have created.

3. Touch a group to view its members.

# NOTE:

To send a message or an email to all or some of the group members, touch the group and then touch : > Send group message or Send group email.

### Set Up a New Group

- Touch the Home key > Contacts and touch the GROUPS tab.
- 2. Touch et to create a new group.
- If you have added contact accounts other than the phone, select an account for the new group.
- 4. Touch the Group's name field and enter the group name.
- Touch Add member and select the contacts you wish to be the group members.
- If necessary, touch **Default ringtone** below RINGTONE and **Default notification sound** below NOTIFICATION RINGTONE to set a special ringtone for incoming calls and messages from the group members, and then touch **OK**.
- 7. Touch  $\checkmark$ .

### **Delete a Group**

Touch the Home key > Contacts and touch the GROUPS

tab.

- 2. Touch a group and then touch : > Delete group.
- Touch **OK** to disband the group. The contacts in the group will not be deleted.

### **Edit a Group**

- Touch the Home key > Contacts and touch the GROUPS tab.
- 2. Touch a group and then touch : > Edit group.
- Touch the group name to edit it, or touch the field below MEMBER, RINGTONE, or NOTIFICATION RINGTONE to add more members or change the ringtone.

### NOTE:

To remove group members, touch a group and then touch \$> Multi-select and select the members you would like to remove. Then touch \$\overline{\text{m}} > OK.

# **Searching for a Contact**

- 1. Touch the Home key > Contacts.
- Touch Q at the top of the screen.
- Input the contact name or any information the contact has to search for it. The contacts matched will be listed.

# **Editing Contacts**

#### **Edit Contact Details**

- Touch the Home key > Contacts.
- 2. Touch a contact you need to edit and then touch ...
- 3. Edit the contact and touch <

### Join Duplicate Contacts

As your phone synchronizes with multiple online accounts, you may see duplicate entries for the same contact. You can merge all the separate information of a contact into one entry in the contacts list.

- Touch the Home key > Contacts.
- 2. Touch and hold a contact to select it.
- 3. Touch the duplicate contacts to select them.
- 4. Touch 🛑

# **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.

- Touch the Home key > Contacts.
- Touch a joint contact you want to separate.

3. Touch > > Unlink > UNLINK.

# **Web 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

- 2. Touch the type of account you want to add.
- 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 your system administrator.

When the account is successfully added, it is displayed in the **Accounts** menu in **Settings**.

#### Remove an Account

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

- Touch the Home key > 
   = > Settings > Accounts.
- 2. Touch the account category and then touch the account.
- Touch > Remove account > REMOVE ACCOUNT.

# Configuring Account Sync

### **Configure Auto Sync Setting**

- Touch the Home key > > Settings > Accounts.
- 2. Touch and check or uncheck Auto-sync data.
  - 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, updates, or other recent information.

### NOTE:

You can also turn on or off auto sync in the Quick Settings screen. See <u>Use Quick Settings</u>.

# Sync Manually

When auto-sync is turned off, you can sync account data manually.

- Touch the Home key > Settings > Accounts.
- Touch the account category and then the account you want to sync.
- 3. Touch > Sync now.

# Change an Account's Sync Settings

- 1. Touch the **Home** key > 

  > Settings > Accounts.
- Touch the account category and then the account. The Sync screen appears, showing a list of information the account can sync.
- When auto-sync is enabled, switch on or off the items as you need. The types of information that are switched on will be kept in auto-sync. When auto-sync is disabled, touch a listing to sync that type of information between the phone and the web.

# **Email**

Touch in the home screen and select **Email**. Use it to receive and send emails from your webmail or other accounts, using POP3 or IMAP, or access your Exchange ActiveSync account for your corporate email needs.

# Setting Up the First Email Account

- Touch the Home key > 
   = > Email.
- Select an email server, enter the email address and password.
- Touch NEXT to let the phone retrieve the network parameters automatically.
  - NOTE:

You can also enter these details manually by touching **MANUAL SETUP** or if automatic setup fails.

 Follow the on-screen instructions to finish the setup.
 Your phone will show the inbox of the email account and start to download email messages.

# **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 dragging down on

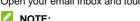
the message list.

To check earlier emails for your IMAP or POP3 accounts, swipe upwards to the bottom of the message list and touch **LOAD MORE**.

You can adjust how often your account downloads new email by touching -> Settings > name of the account > Sync settings > Sync frequency.

# Writing and Sending an Email

1. Open your email Inbox and touch .



If you have more than one email account added on the phone, touch the sender line to select the account you want to use for sending the message.

- 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 or history.
- 3. Enter the email subject and compose the email text.
- Touch to add images, videos and other types of files as attachments.
- Touch at the top right of the screen to send the message.

# 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.

### Reply to or Forward an Email

- Open the email you want to reply to or forward from the Inbox.
- 2. Do the following as you need:
  - To reply to the sender, touch
  - To reply to the sender and all recipients of the original email, touch
  - ➤ To forward the email to someone else, touch ⇒.
- Edit your message and touch >.

#### Mark an Email

You can mark an email as read or unread.

- While reading a message, touch > Mark unread.
- While in a message list (for instance, the Inbox), touch the sender images in front of the messages and 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

 While in a message list (for instance, the Inbox), touch the sender images in front of the messages and touch

#### **Delete an Email Account**

- 1. From your inbox, touch = > Settings.
- Touch the account you want to delete.
- Swipe to the bottom of the screen and touch Remove account from this phone
- Touch **OK** to confirm. All email messages in the account will be deleted from your phone

# **Adding and Editing Email Accounts**

#### Add an Email Account

After setting up your first email account (see <u>Setting Up the First Email Account</u>), you can add more email accounts and manage them separately.

- Open Email to get the Inbox screen.
- Touch = > Settings.
- Touch Add account.
- Follow the prompts to set up the account as you did with the first one.
- NOTE:

You can also add accounts from the Settings app. See Add an

#### Account.

#### Edit an Email Account

- Open Email to get the Inbox screen.
- Touch settings and touch the account whose settings you want to change.
- Make the changes and touch the Back key when you finish.

The options you can configure depend on the type of the account. For some accounts, you may set the signature; for other accounts, you may change more settings such as servers, name, or notifications.

# **Changing General Email Settings**

General settings apply to all email accounts you add.

- 1. Open Email to get the Inbox screen.
- Touch = > Settings > General settings.
- 3. Make the changes and touch the Back key when you finish.

# Messaging

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

# **Opening the Messaging Screen**

Touch the Home key > 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 Q to search for a message using keywords.
- Touch an existing message thread to open the conversation you've had with a certain number.

# Sending a Message

- 1. On the **Messaging** screen, touch at the bottom.
- 2. Add recipients by one of the following ways.
  - Touch the To field and manually enter the recipient's number or the contact name. If the phone presents a few suggestions, touch the one you want to add.
  - Select recipients from your contacts or history by touching the FREQUENTS tab or the ALL CONTACTS

tab. Then touch <

- 3. Touch the **Send message** field and enter the message text.
- If you want to send a multimedia message, touch to attach a file to the message. You can also add quick reply or contact information to your text message.
  - Touch or capture a photo or record a video and add it to the message.
  - Touch to select an existing image and add it to the message.
  - ► Touch to add video, voice, contacts, quick reply, other types of files, or record an audio clip and add to the message.
- 5. Touch
- NOTE:

You can also include email addresses as recipients for a multimedia message.

### NOTE:

Do not add any attachment if you want to send a text message. Otherwise you will be charged for a multimedia message.

# 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.

- On the Messaging screen, touch the thread that has the message you want to reply to.
- Type your reply in the text box at the bottom. You can touch if you want to reply with an MMS, use quick reply, or add contact information.
- 3. Touch

# Forwarding a Message

- On the Messaging screen, touch the thread that has the message you want to forward.
- Touch and hold the message and then touch at the top.
- Touch an ongoing thread or touch if you want to send the message to someone else.
- 4. Edit the content if you want.
- 5. Touch .

# **Deleting Messages or Threads**

# Delete Messages in a Thread

- 1. On the Messaging screen, touch a thread.
- 2. Touch and hold the message you want to delete.

3. Touch  **> DELETE**.

### **Delete Message Threads**

- On the Messaging screen, touch and hold a thread you want to delete.
- If there are more threads you want to delete, touch them one by one.
- 3. Touch > DELETE.

# **Changing Message Settings**

Touch > 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.
- Touch > Calendars to display.
- 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 current time at the top left and select the view you prefer.

In Week or Day view, swipe horizontally to see previous and

- future weeks or days.
- In Month view, swipe horizontally to see past and future months.
- In Agenda view, swipe vertically to see all your events.
- When you are viewing past or future days, weeks, or months, touch at the top right to quickly switch to today.
   The number in the icon changes with the actual date.
- Touch > Go to date and touch a desired date to switch to in calendar.

#### View Event Details

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

In Month view, touch a day to display the events of that day. Then touch an event to view its details.

# **Creating an Event**

- In any Calendar view, touch at the bottom.
   You can also touch a spot in Day or Week view twice to add an event to that time slot.
- Enter the event name, start time, end time, location, and reminder. Touch Repeat, Time zone, or Description to add more information.

## NOTE:

Different accounts may present different event details that

- you can fill in.
- 3. Touch SAVE.

# **Editing, Deleting or Sharing an Event**

- 1. Find the event you want to edit, delete, or share.
- Open its details screen (see <u>View Event Details</u> in this chapter).
- 3. Do one of the following as you need.
  - To edit the event, touch T. Touch SAVE to save your changes.
  - ➤ To delete the event, touch > OK.
  - ▶ To share the event, touch < and choose how to share.

# **Changing Calendar Settings**

To change the calendar settings, open a calendar view (Day, Week, Month, or Agenda), and touch \* > Settings. You can change General settings, which apply to all accounts, or other settings that only apply to specific accounts.

 For General settings, choose options for Calendar view setting and Notification & reminders settings. You can choose to show the week number, set the day of the week the calendar starts on, and use home time zone when you travel. Also you can choose event reminder settings such as notification sound, vibrate, default reminder time, and more.  To create a calendar account, touch : > Settings > to create a corporate or Google account.



## **Web Browser**

Use Browser to view web pages and search for information.

# **Opening the Browser**

Touch the **Home** key > **Browser** to launch the web browser. You can also open the browser by touching a web link - for example, in an email or a text message.

- 1. Open the Browser app.
- 2. Touch the address box at the top.
- Enter the address (URL) of a web page or enter terms you want to search for.

## NOTE:

Touch  $\leq$  or  $\geq$  on the toolbar at the bottom of the Browser screen to go to the previous or the next web page, or touch to stop a browser page from loading.

# **Using Multiple Browser Tabs**

You can open several web pages at the same time (one page in each tab) and switch between them freely.

#### To open a new browser tab:

Touch 🗐 > New window. A new browser tab opens.

#### To switch between tabs:

- Touch [2]. Titles of opened tabs appear as a list.
- 2. Touch the title you want to open.
- NOTE:

Swipe a title horizontally or touch its X to close the tab.

## **Downloading Files**

- Touch and hold an image or a link to a file or to another web page.
- 2. In the menu that opens, touch Save image or Save link.

The downloaded files are saved to your phone or the microSDXC card. You can view or open them in the **Downloads** app.

# **Using Bookmarks**

#### Add a Bookmark

- Touch ☆ > Add bookmark, or touch ☆ > Manage bookmarks > Add bookmark.
- Type the title and the URL of the bookmark in the fields, and select the folder to contain the bookmark.
- Touch OK.

## Open a Bookmark

- Touch ☆ > Bookmarks tab.
- Touch the bookmark you want to open or touch and hold the bookmark and then touch **Open in new window**.

#### Edit a Bookmark

- Touch > Manage bookmarks and touch beside the bookmark you want to edit.
  - Or touch  $\stackrel{\frown}{\sim}$  > **Bookmarks** tab, touch and hold the bookmark and touch **Edit bookmarks**
- Edit the title and the URL of the bookmark in the fields, or change the folder to contain the bookmark if needed.
- Touch OK.

## NOTE:

Touch ☆ > Manage bookmarks > Import/Export to import/export bookmarks to a backup file.

#### Remove a Bookmark

- Touch > Bookmarks tab.
- Touch and hold the bookmark, and then touch Remove bookmark > OK.

# **Clearing Browsing History**

Touch ☆ > History tab.

2.	Touch Clear today's history to clear only today's
	browsing history. Touch Clear all to clear all the browsing
	history.

## NOTE:

You can touch Color Incognito to turn on the feature to make the future browsing history unrecorded.

# **Changing Browser Settings**

You can configure a number of 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  $\square$  > Settings.

## NOTE:

You can touch Oo Settings > Restore default settings to reset the Browser to default settings.

## Camera

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

# **Capturing a Photo**

- 1. Touch the Home key > Camera.
- Aim the camera at the subject and make any necessary adjustment. Auto camera mode is used by default.



Number	Function
1	Switch between the front and back cameras.
2	Set a time delay before the camera takes a picture automatically after you touch the shutter icon.
3	Turn on or off HDR, only available for the back camera.

Number	Function
4	Change the flash setting, only available for the back camera.
5	Change the camera settings.
6	Switch among the default PHOTO mode, VIDEO mode, MANUAL mode, and more (PANORAMA, MULTI EXPOSURE, and TIMELAPSE). Available only for the back camera.
7	Exit the application.
8	Select a filter.
9	Capture a picture.
10	View pictures and videos you have taken.

## WARNING!

Keep a safe distance when using the flash. Do not point the flash towards the eyes of people or animals.

## NOTE:

You can spread or pinch your fingers on the screen or press the **Volume** keys to zoom in or out before taking pictures.

Touch the area where you want the camera to focus, or leave the camera to autofocus on the center of the image.

#### NOTE:

In Auto camera mode, when you touch the screen to focus, the exposure bar appears beside the focus point. You can drag up or down to adjust the exposure.

4. Lightly touch to take a photo.



When you use the front camera, you can also touch 🔯 or 🙂 to turn on or off smile detection.







Choose from different camera modes, PHOTO, MANUAL, and more (PANORAMA, MULTI EXPSURE, and TIMELAPSE) for different options while taking photos.



- PHOTO mode is the default setting for the camera.
- Some modes are only available on the rear-facing camera. For the front camera, you can use **BEAUTIFY** to capture pictures that beautify faces.

#### Use Manual Camera Mode

You can use manual camera mode to adjust more camera options for your photo such as ISO, white balance, exposure, etc.

- Touch the Home key > Camera.
- Touch MANUAL
- 3. Aim the camera at the subject and you can make the following adjustments.
  - Drag to any area on the screen that you want to focus on. Touch and hold it to lock the focus.

- Drag to any area on the screen where you want the camera to meter exposure so as to adjust the photo brightness. Touch and hold the square to lock exposure.
- Touch to unfold available settings, including shutter speed, ISO, exposure, white balance, interval, and focus. You can also touch one icon to unfold one setting.
- 4. Touch to take the photo.

#### Use Panorama Mode

- 1. Touch the Home key > Camera.
- 2. Touch ... > PANORAMA.
- 3. Aim the camera at the subject and touch .
- 4. Move the camera right or left to capture a panorama shot.
- 5. Touch to save the photo.

## **Use Multi-exposure Mode**

- 1. Touch the Home key > Camera.
- 2. Touch ... > MULTI EXPOSURE.
- Swipe left to choose a photo option to blend multiple photos into one image.
- 4. Follow the on-screen instruction.

## **Use Timelapse Mode**

- 1. Touch the Home key > Camera.
- Touch ... > TIMELAPSE.
- 3. Slide the time interval bar to set the time interval.
- Touch to start taking burst shots at the time interval you set.
- Touch to stop.

## **Recording a Video**

- 1. Touch the Home key > Camera > VIDEO.
- Aim the camera at the subject and make any necessary adjustment. You can touch any area on the screen that you want the camcorder to focus on before and during recording.
  - NOTE:

You can spread or pinch on the screen or press the **Volume** keys to zoom in or out before recording.

3. Touch to start and to stop recording. You can also touch to pause the recording.

## NOTE:

When recording is in progress, touch to save the frame as a separate photo.

# Customizing Camera/Camcorder Settings

Before capturing a photo or a video, you can touch so to open the following camera and video setting options.

## NOTE:

Some camera and video options will change in different camera modes

- Resolution: Set the image size for your photos.
- Water mark: Add a water mark to your photos.
- Metering: Set the exposure metering in MANUAL mode.
- Composition: Show the grid or the golden spiral, or hide it in MANUAL mode.
- Gradienter: Enable or disable the gradienter in MANUAL camera mode.
- Shutter tone: Turn on or off the shutter tone.
- Geo-tag: Select whether to store the GPS location in your captured photos and videos.
- Auto review: Show the picture just captured.
- Volume key: Set the function of the Volume keys in Camera.
- Anti-banding: Set the anti-banding value when you take pictures and videos of TV or computer screens to avoid stripes on the screen.

- Save location: Change the storage location for captured photos and videos.
- Help: Show help tips on the viewfinder screen.
- Restore defaults: Restore default camera and video settings.
- Video quality: Set the quality up to 1080P for your video.
- Light Supplementary: Use the screen to supplement light when using the front camera.
- Point-and-shoot: Available for the front camera. When this
  feature is enabled, you can touch the viewfinder screen to
  take a photo using the front camera.
- Mirror: Available for the front camera. You can enable this feature to take a mirror photo using the front camera.
- Selfie indicator: Show a square frame on screen when taking a selfie.

# Gallery

# **Opening Gallery**

Touch the **Home** key > 

> Gallery to view your pictures and videos.

# **Working With Albums**

When you open Gallery, all pictures and videos on your phone are displayed. Touch **Timeline/Album** to select view mode. Timeline displays contents in chronological order and Album displays in a number of albums.

#### To view album contents:

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

#### To share albums, pictures, or videos:

- Touch and hold an album to select it or touch and hold an item after you open an album to select a picture or a video.
- 2. Touch more items that you want to share.
- 3. Touch  $\triangleleft$  and select how you want to share the items.

#### To delete albums, pictures, or videos:

- Touch and hold an album to select it or touch and hold an item after you open an album to select a picture or a video.
- 2. Touch more albums that you want to delete.

#### To hide albums:

- 1. Touch and hold an album to select it.
- 2. Touch more albums that you want to hide.
- Touch > OK.
- NOTE:

To show the hidden albums again, touch so Settings > Manage hidden albums. Touch the albums you want to restore and touch Show at the bottom.

# **Working With Pictures**

Touch a picture in an album to view the picture in full screen.



When viewing a picture in full screen, the following features are available.

- Swipe horizontally to see other pictures or videos in the album.
- Pinch a picture or video to make it smaller. You'll then see a filmstrip-style view of all your pictures and videos in a row.
   Swipe left or right to scan through them all.

#### NOTE:

You can delete a picture or video by swiping it up in the filmstrip view.

- Double-tap the picture, or pinch two fingers together or spread them apart to zoom out or in.
- Touch , or to share, edit or delete the picture.
   Touch to set the picture as wallpaper or contact photo, rotate or rename the picture, browse the album contents in a slideshow, print the picture, or check file details.

#### NOTE:

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

# **Retouching Your Pictures**

You can edit any photos you took and some other pictures in **Gallery**. The changed picture is saved in the same album as the original image, which is not affected.

 Touch > Photo Editor while viewing a picture in full screen to open the Editor interface.

## NOTE:

You can also choose to edit the picture with **Photos**. Some editing tools need to be downloaded.

Touch an edit option along the bottom of the screen and edit the picture.

Filter	Apply filters, old photo and blur effects.
Cropping	Crop, rotate, or flip (mirror) the picture.
Light	Adjust exposure, contrast, sharpness, and other color options.
Color	Adjust color of the picture.
Doodle	Select a color and draw anything, add text, or apply mosaic on the picture.

- 3. Touch  $\checkmark$  to keep the change or touch  $\times$  to cancel it.
- 4. Touch to save the new picture.

## NOTE:

Touch on the Photo Editor screen to see the edits you have made and undo or redo them.

# Making a GIF Picture or a Collage

You can put together a few pictures in the same album to make an animated GIF picture or a collage of pictures.

- Open the Gallery app and touch > Gif maker or Collage maker.
- 2. Touch an album.
- 3. Touch the pictures you need.
  - To make a GIF, touch 2 to 50 pictures in the order or reverse to the order that you want them to appear in the GIF
  - ▶ To make a collage, touch 2 to 9 pictures.

The pictures you touched are displayed along the bottom. Touch to remove the pictures you do not need.

- 4. Touch NEXT. The GIF or collage is displayed.
- Touch the options along the bottom to adjust the final picture.
  - For GIF, you can adjust the speed, play order, image size, and more.
  - For collage, touch TEMPLATE, FREE, or COLLAGE and then select a border, shading or style.
- When you are satisfied with the final picture, touch to save the GIF or touch to save the collage.

The picture is saved to the *zte\_editor* folder in your phone storage or the microSDXC card.

# **Playing Videos**

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

of a video.

2. Touch at the center to start playing. Touch the video to view the playback controls.

# Music

Touch the **Home** key > • 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 or download audio files to your phone.

## Copy From a Computer

- Connect your phone and the computer with a USB cable.
- Touch Media device (MTP) as the connection mode. See <u>Connect Your Phone to a Computer via USB.</u>
- Copy the music files from the PC and paste them to the phone storage or the microSDXC card.

#### Download From the Internet

You can download music files when browsing web pages. See Downloading Files.

#### Receive via Bluetooth

You can receive music files from other devices via Bluetooth. See Receive Data via Bluetooth.

# **Viewing Your Music Library**

## NOTE:

If an audio file is being played, its name and player controls are displayed at the bottom of the screen. Touch the area to open the playback screen.

# Setting a Song as the Default Ringtone

The song will be used as the ringtone for all incoming calls, except those from contacts to whom you have assigned special ringtones (see *Adding a New Contact*).

 Touch the Home key > Music > All Songs to see the music library.

## NOTE:

If you are in the playback screen, touch  $\checkmark$  at the top left of the screen to return to the music library.

- 2. Touch next to a song in any list.
- 3. In the menu that opens, touch Set as ringtone.

4. Touch Phone Ringtone or Notification Ringtone.

#### NOTE:

If the song is being played and you're in the playback screen, you can touch \* > Set as ringtone and select Phone Ringtone or Notification Ringtone.

## **Playing Music**

Touch a song in the music library to listen to it. Touch the bottom of the screen to open the following playback screen.



Number	Function
1	Track name and artist/album information.

Number	Function
2	Return to the music library.
3	Manage Dolby Audio settings.
4	View information of the current track.
5	Turn on or off shuffle.
6	Playback control: Skip songs or pause and resume playback. Drag the progress bar to jump to any part of the track.
7	Toggle repeat mode: repeating the current song, repeating all songs, or sequential.
8	Add the track to the Favorites playlist.
9	Album artwork. Swipe left or right to switch to the next or previous song.
10	Access additional options.
11	View the current playlist.

# **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.

- Touch > Add to playlist next to a song to add it to a playlist or create a new playlist.
- Touch > Delete/Rename next to a playlist to delete or rename the playlist.
- Touch a playlist to view its content. To delete a song, touch
   > Remove next to the song you want to remove.

# Video Player

Use the Video Player app to manage your video library and watch videos.

# **Opening the Video Library**

Touch in the home screen and select **Video Player** to view your video library, where your video files are displayed.

Swipe up or down to find the video you want. You can also touch  $\mathbb{Q}$  to search for video files, or touch  $\overset{*}{\circ}$  > View by or Sort by to change the display mode or sort the list.

# Playing and Controlling Videos

Touch a video in the video library to play it. Touch the screen to show the playback controls. You can control the video and audio or carry out other operations.

- Touch the play/pause button at the bottom to pause or resume the playback.
- Slide horizontally on the screen to rewind or fast forward.
- Slide vertically on the right or left part of the screen to adjust volume or brightness.
- Touch 
   I or I to skip to the previous or the next video.
- Touch y or to change the video ratio.

- Touch to rotate the video.
- Touch to hide the control panel.
- Touch o capture a screenshot.
- Touch to manage the Dolby Audio effects.
- Touch to share, trim or delete the video, or configure player settings.

# **Managing Video Files**

## **Delete Video Clips**

- 1. In the video library, touch and hold a video.
- 2. Check other videos you want to delete.

## Share a Video Clip

- 1. Touch and hold a video in the video library.
- In the menu that opens, touch sand select how you want to share them.

## Trim a Video Clip

- 1. Touch a video to start playing it.
- 2. Touch > Trim.

- Drag the two tabs on the progress bar to select the portion you want to keep.
  - If necessary, touch to preview the selected portion.
- 4. Stop the preview or when it ends, touch %. The trimmed video is saved as a new video file.

## FM Radio

With the FM radio, you can search for radio channels, listen to them, and save them on your phone. Note that the quality of the radio broadcast depends on the coverage of the radio station in your area. The wired headset works as an antenna, so always connect the headset when using the radio. When you receive an incoming call while listening to the radio, the radio will be turned off.

# **Scanning and Saving Channels**

- Plug in a wired headset and touch the Home key > = > FM Radio
- Touch > Scan. Your phone scans for available channels and saves them to the All channels list.

## NOTE:

When you open the **FM Radio** app for the first time, it will automatically scan for channels and show the **All channels** list. You can also touch \* > **All channels** to view the list.

# Listening to FM Radio

- Touch the Home key > == > FM Radio while the headset is connected.
- 2. Touch : > All channels and select a channel.

You can also drag the frequency panel left or right, touch + or \_,

or touch or but to switch to other channels.

#### NOTES:

 Touch to add the channel to favorites. Favorite channels are put on the FM Radio main screen. Slide up to view all favorite channels.



- You can save at most 16 channels to favorites.
- Touch to listen to the radio through the phone speaker.

# Editing a Saved Channel

- Open the FM Radio app and touch : > All channels to display the list of saved channels.
- 2. Touch and hold a channel and select Rename or Delete, or touch the star to the right of a channel to add it to favorites.

# Other Options and Settings

#### To turn off FM radio automatically:

Touch : > Timing turn off and select the time you want to turn off the radio.

A count-down clock appears above the frequency and the radio is turned off when the clock counts down to 0:00.

#### To turn off FM radio immediately:

Touch the switch at the top of the screen.

#### To set your radio region:

FM radio frequency ranges differ in different regions.

Touch : > FM frequency range to select the range you need.



If you change the frequency range, previously saved channels are not shown until you switch back to the original frequency range.

# More Apps and Features

## **Backup & Restore**

Touch the **Home** key > (iii) > **Backup & Restore**. You can back up your user data, such as messages and installed applications, to the microSDXC card or phone storage regularly. If the data get lost, restore it from the card or storage.

Touch P > Help to view detailed guide.

## Calculator

Touch the **Home** key > (a) > **Calculator** to use the phone's convenient built-in calculator for some basic as well as advanced mathematical equations.

## NOTE:

Slide left while holding the phone upright, or hold the phone on its side, to access advanced buttons.

## Clock

## Set a New Alarm

- Touch the tab in the Clock app.
- Touch an existing alarm to configure it, or touch the bottom of the screen to create a new alarm.
- Set up the alarm options, such as time, alarm days, snooze, and alarm ringtone.
- 4. Touch Save to save and exit.

## NOTES:

- To enable or disable existing alarms directly, just touch the switches on the right side.
- Touch in the tab to configure alarm settings, including ringtone volume and duration, vibration, volume crescendo. and alarm in silent mode.
- To change the default alarm ringtone, touch the Home key > Settings > Sound > Default alarm ringtone.

#### **Check World Time**

Touch the tab in the **Clock** app to check local time around the world.

Touch to add a new city or country.

## Use the Stopwatch and Countdown

Touch the  $\overline{\mathbb{O}}$  or  $\mathbb{X}$  tab in the **Clock** app to use the stopwatch

or the countdown timer.

Stopwatch allows you to record lap times (100 laps at most), while countdown allows you to set a time and count down to zero.

## **Dolby Audio**

Your phone support Dolby Audio, which enhances the phone's audio quality. Touch the **Home** key > Solby Audio to manage its settings.

- Touch to turn on or off Dolby Audio.
- Touch Movie (), Music (), Game (), or Voice ()
  to switch preset Dolby Audio settings. For each setting, you
  can configure detailed options such as Graphic Equalizer,
  Surround Virtualizer, Dialogue Enhancer, and Volume
  Leveler.
- Touch Custom 1 (1) or Custom 2 (12) to configure and use your own Dolby Audio setting.

## NOTE:

Some options only work when a headphone or stereo speakers are connected with the phone.

## **Downloads**

The **Downloads** app keeps a record of the files you have downloaded using apps such as **Browser**.

Touch the **Home** key >  **Downloads** to check the record.

- Touch a file to open it with the appropriate applications.
- · Touch and hold a file to delete or share it.

## File Manager

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

Touch the **Home** key > • File Manager.

- Touch CATEGORY at the top left to find the file you need by category.
- Touch LOCAL at the top right to browse folders and files.
- Touch and hold an item to access option icons such as Copy, Move, Share, or Delete.
- To copy or move an item, navigate to a new location and touch PASTE.
- Touch + to create a new folder in the current directory.
- Touch Q to search for files.
- Touch: > View by or Sort by to change the view of the list or the order of the items in the list.
- Touch : > Multi-Select to select multiple items for deletion, sharing, copying, moving, or compression.
- Touch > Show hidden files to display hidden system files and folders.

Touch > Exit to exit the File Manager app.

## Sound Recorder

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

#### Record a Voice Memo

- 1. Touch the **Home** key > Sound Recorder.
- 2. Touch the HQ icon to turn on or off high quality recording.
- Touch to start recording. During recording, you can touch for / to pause or continue the recording.
- Touch to stop recording. The memo is automatically saved

## Play a Voice Memo

To play a memo you just recorded:

Touch 0.

#### To play any saved memo:

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

Touch improve next to a memo to delete, rename, share, trim it, check file information, add a tag, or set it as your phone ringtone or notification ringtone.

# **Google Apps**

Open the Google apps to use Google services. Some apps are put in the **Google** folder on the home screen.



Some contents or Google services may not be available in certain regions.

- Chrome: Use the Chrome app to browse the Internet and get your bookmarks, browsing history, and more synced with your Google account.
- Drive: Store files on Google servers for free after you sign in to your Google account. You can access them on your computers, your phones and other devices, share them, or collaborate with others.
- Duo: Make a simple video calling which brings you face-to-face with all the people that matter most.
- Gmail: Send and receive emails via your Gmail account or other personal email accounts.
- Google: Use Google search or get information when you need it with Google Now.
- Keep: Create, share, and collaborate notes quickly and easily.

- Maps: Find your place and find your way in the world.
- Photos: Manage photos on the phone and your Google account.
- Play Movies & TV: Purchase, download and watch the latest and your favorite movies and TV shows.
- Play Music: Play music on the phone and on your Google account.
- Play Store: Buy and download apps, games, and other content from the Google Play Store.
- · Voice Search: Search for information with your voice.
- YouTube: Watch video clips from YouTube.com, or upload your own and share with the world.

## **Settings**

Touch the **Home** key > (a) > **Settings**. The **Settings** app contains most of the tools for customizing and configuring your phone.

At the top of the Settings screen, you can see setting suggestions. Touch to check or customize the recommended settings.

You can also swipe right from the left edge of most setting screens to access the main settings quickly without going back to the main settings screen by screen.

### Wireless and Networks

### Wi-Fi

Touch the **Home** key > 

> Settings > Wi-Fi. You can turn Wi-Fi on or off and configure your Wi-Fi connections. See 
Connecting to Wi-Fi and Using Wi-Fi Direct.

### **Bluetooth**

Touch the **Home** key > 

> Settings > Bluetooth. You can turn Bluetooth on or off and configure your Bluetooth connections. See *Connecting to Bluetooth Devices*.

### Mobile Networks

Touch the Home key > = > Settings > Mobile networks.

You can control mobile data, data roaming, network type, network operator, and APNs. See <u>Connecting to Mobile</u> Networks.

### **Mobile Hotspot**

Touch the **Home** key > (iii) > **Settings** > **Mobile Hotspot**. By using mobile hotspot, your phone can be used as an Internet access point, which allows devices to connect via Wi-Fi. See <a href="Share Your Mobile Data Connection">Share Your Mobile Data Connection as a Mobile Hotspot</a>.

### **Data Usage**

- Touch Data Saver to enable Data Saver which prevents apps from using data connection in the background. For an app you're currently using, it can access data, but may do so less frequently when Data Saver is enabled. You can also touch Unrestricted data access and allow some apps to always have access to data connection even when Data Saver is turned on.
- Touch the Cellular data switch to turn on or off mobile data.
- Touch Cellular data usage to check how much data has been used during the time cycle you set, see what apps have been using mobile data, restrict background data for individual apps, or allow unrestricted data usage when Data Saver is on for individual apps.

- Touch Billing cycle to set the reset date of the data usage cycle, and set mobile data warning and limit.
- Touch Wi-Fi data usage to view the Wi-Fi usage of apps.
- Touch Network restrictions to select Wi-Fi networks that are mobile hotspots. Apps may warn before using these networks for large downloads to avoid high mobile data bills.

## NOTE:

The data usage is measured by your phone, and your carrier's data usage accounting may differ.

## **Airplane Mode**

### **Enhanced LTE Services**

Touch the **Home** key > Settings > **More** and slide the switch beside **Enhanced LTE Services** to enable or disable HD voice and advanced communication services when 4G LTE is available.

## **USB Tethering**

Touch the Home key > (a) > Settings > More > USB tethering to share your phone's mobile data connection with a PC via USB so that you can access the Internet on the PC

using the phone. See <u>Share Your Mobile Data Connection via</u> USB.

#### **VPN**

## **Network Settings Reset**

Touch the Home key > (iii) > Settings > More > Network settings reset > RESET SETTINGS to reset all network settings, including Wi-Fi, mobile networks, and Bluetooth.

### **Device**

### Display

- Brightness level: Set the brightness of the display.
- Adaptive brightness: Automatically adjust screen brightness.
- Wallpaper: Select a background image or animation for the home screen or lock screen.
- Battery percentage: Show or hide the battery percentage next to the battery icon in the status bar.

- Sleep: Set the length of time of inactivity before the screen turns off automatically.
- Press power button twice for camera: Launch the camera app by pressing the Power key twice, even when the screen is locked.
- Screen saver: Manage the screen saver function, which can display colors or photos when the phone is docked or charging.
- Ambient display: Wake the phone from sleep when new notifications arrive.
- . Font size: Set the font size of the text on the screen.
- Display size: Adjust the display size of items including fonts, icons and images on the screen.
- When device is rotated: Select whether the screen contents should rotate when the phone is rotated.
- When device is in VR: Reduce blur or flicker in VR (Virtual Reality) mode.
- Pulse notification light: The indicator light beneath the Home key flashes to notify you of missed calls, new messages, and other events.
- Navigation key light duration: This feature lets you control
  the backlight of the touch keys (the Home key, Back key,
  and Recent apps key). Choose one option to set the
  backlight duration.

### **Notifications**

#### Sound

## **Apps**

Touch the **Home** key > . Settings > Apps to see apps installed on your phone and manage them.

Touch an app to see its information. The following options may be available:

- FORCE STOP: Stop the app.
- · UNINSTALL: Uninstall the app.
- DISABLE/ENABLE: Disable or enable the app.
- Storage: Check its storage information, clear its data or cache.

- Data usage: Check how much data has been used by the app during the time cycle you set, restrict background data for the app, or allow unrestricted data access when Data Saver is on.
- Permissions: Check or change the app permissions.
- Notifications: Manage the app notifications in the notification panel and the lock screen.
- Open by default: Check the app's supported links and set whether to open the links in the app, and clear the app's defaults.
- Battery: Check the battery use details of the app since last full charge.
- Memory: Check how much memory has been used by the app.
- Modify system settings: Allow the app to modify system settings.



Not all options are available for the apps.

## Storage

Touch the **Home** key > (a) > Settings > Storage to view the memory information of the internal phone storage and the microSDXC card.

You can touch **Save location** to choose the default location for new data, such as photos captured, and voice recorded.

Touch Phone > Used space to get a detailed breakdown of

space usage by type. Touch a data type to see more information or delete the files you do not need.

For more information about using the microSDXC card, see <u>Using the microSDXC Card as Portable or Phone Storage</u>.

## **Battery**

Touch the **Home** key > (iii) > **Settings** > **Battery** to view the battery level, check what has been using the battery, and optimize battery use.

- Touch an app or service to adjust its settings in order to save battery life. For example, touch Bluetooth > Turn off Bluetooth when you aren't using it to change Bluetooth settings.
- Touch \* > Battery optimization. Battery optimization helps prolong battery standby time when you're not using the phone. If there are apps that you don't want battery optimization enabled, you can turn the feature off in those apps. Just touch Not optimized > All apps, touch the app name and then touch Don't optimize > DONE.
- Touch Battery saver. You can turn on or off the Battery saver or configure it to turn on automatically in order to reduce battery use and improve battery life.

## Memory

### Mi-PoP

While Mi-POP is on, a floating bubble appears on the edges of the screen. You can drag the bubble to access buttons such as the **Home** key, the **Back** key, the **Recent apps** key, and more.

## **Call Settings**

### Connect to PC

Touch the **Home** key > (a) > Settings > Connect to PC to select your USB connection type between your phone and PC. See Connecting to Your Computer via USB.

### **Personal**

### Location

Touch the **Home** key > Settings > Location to manage location services, which help your phone and apps determine your location. To use location-related applications, such as finding your location on Google Maps, you must have location services turned on on your phone.

1. Slide the switch at the top to turn location services on or off.

- When location is enabled, touch **Mode** to select location sources you want to use.
  - High accuracy: Get accurate location using both GPS, Bluetooth, and Wi-Fi as well as mobile networks.
  - Battery saving: Use only Wi-Fi, Bluetooth, and mobile networks to get your approximate location. This will drain less power from your battery than using GPS.
  - Device only: Use GPS to pinpoint your location.

In the Location menu, touch Accelerated Location or Google Location History to use Qualcomm<sup>®</sup> IZat™ hardware accelerated location to determine your location or configure Google location options.

## Security

- Screen lock: Disable the screen lock or enable it with long press, pattern, PIN, or password. See <u>Protecting Your</u> <u>Phone With Screen Locks</u>.
- Fingerprint: Register your fingerprints for unlocking the phone, quick-open apps, or enable fingerprint-controlled functions including photo taking and call answering. See <u>Using Your Fingerprint</u>.
- Smart Lock: Keep the phone unlocked when connected to trusted devices, in trusted places, or unlocked by trusted faces or voice, or unlocked when your phone is being carried on the body.

### NOTE:

You need to sign in to your Google account on the phone to use the **Smart Lock** feature.

### Set up SIM card lock:

- Lock SIM card: Activate or deactivate the PIN lock to require PIN before accessing the nano-SIM card.
- Change SIM PIN: Change the PIN used to access the nano-SIM card.

### NOTE:

Put all your confidential passwords in a safe place for future use. If you enter the wrong SIM PIN more times than allowed, your nano-SIM card will be locked and you cannot access the mobile phone network. Contact your operator for a PIN Unlock Key (PUK) to restore the nano-SIM card.

- Make passwords visible: Display passwords as you enter them.
- Device administrators: View or deactivate apps you have authorized to be device administrators.
- Unknown sources: Check this option to permit installation of apps from sources other than the Play Store.
- Storage type: Check the credential storage type.
- Trusted credentials: Display trusted CA certificates.
- User credentials: View and modify stored credentials.
- Install from SD card: Install certificates from the storage.
- Clear credentials: Delete all certificates.

- Trust agents: View or deactivate trust agents.
- Screen pinning: Keep a screen of your choice in view, so that others cannot switch to other apps and access your personal information. See <u>Protecting Your Phone With</u> <u>Screen Pinning</u>.
- Apps with usage access: Turn on or off some apps' access to your phone usage information.

### **Accounts**

Touch an account type to see that type of accounts you have added and adjust the accounts settings.

## Google

Touch the **Home** key > Settings > Google to easily manage settings for Google apps and features. You can set the options for Google account and services.

## Language & Input

Touch the **Home** key > Settings > Language & input to configure options related to system language, input methods, speech input and output as well as mouse/trackpad input.

- Languages: Select a language for your system.
- Spell checker: Use Google Spell Checker to check for

- spelling errors when entering text.
- Personal dictionary: Add new words to the phone's dictionary or remove words from the dictionary. The words you add are used for spelling check and word suggestion.
- Virtual keyboard: Configure onscreen input method settings.
- Physical keyboard: Configure options for physical keyboard connected with your phone.
- Text-to-speech output: Select the speech synthesis
  engine or change its settings, set speech rate and pinch,
  play a brief sample of the speech synthesizer, and check
  whether the text-to-speech output feature supports the
  current system language.
- Pointer speed: Select how fast the pointer/mouse should scroll when you connect the phone to a trackpad or mouse accessory.

## Navigation Keys

## **Backup and Reset**

Touch the **Home** key > Settings > Backup & reset to manage data backup and restoration options, and to reset the network setting or the phone to factory status.

- Back up my data: Back up app data, Wi-Fi passwords, and other settings to Google servers after you sign in to your Google account.
- Backup account: Set the Google account that the data is backed up to.
- Automatic restore: Restore previously backed up settings and data when you reinstall an app.
- Factory data reset: Reset your phone to factory default settings. All your data in the internal storage will be erased during the process.

## **System**

#### **Date & Time**

## Accessibility

## **Printing**

Touch the Home key > iii > Settings > Printing to manage

Google Cloud Print service or other printer plug-ins installed from the Google Play Store or your printer manufacturer.

## Cricket Software Update

Touch the Home key > (a) > Settings > Cricket Software Update to check for phone software updates and download them when they are available.

### **About Phone**

## Upgrading the Phone Software

There are several ways to upgrade your phone software:

- 1. Use the online upgrade tool for mobile terminal products.
- Use the one-press upgrade package offered by your mobile service provider.
- Use your PC to download an upgrade package to your microSDXC card and install it to your phone from the card.

### NOTE:

Visit the ZTE official handset service support website (<a href="http://www.ztedevice.com/support">http://www.ztedevice.com/support</a>) and click your country or region to learn more about the above upgrade methods, as well as which phones and methods are supported.

## **Troubleshooting**

If you encounter problems while using the phone, or if it performs abnormally, you can refer to the chart below. If your particular problem cannot be resolved using the information in the chart, contact the dealer where you purchased the phone.

Problem	Possible causes	Possible solution
	The network signal is too weak at your current location, for example, in a basement or near a tall building, because wireless transmissions cannot effectively reach it.	Move to a location where the network signal can be properly received.
Poor reception	The network is busy at the current time (for example, during peak times, there may be too much network traffic to handle additional calls).	Avoid using the phone at such times, or try again after waiting a short time.
	You are too far away from a base station for your service provider.	You can request a service area map from your service provider.
Echo or noise	The network link quality is poor on the part of your service provider.	End the call and dial again. You may be switched to a better-quality network link or phone line.

Problem	Possible causes	Possible solution
	The local telephone line quality is poor.	End the call and dial again. You may be switched to a better-quality network link or phone line.
Unable to select certain features	Your service provider does not support these features, or you have not applied for services that provide these features.	Contact your service provider.
	The battery or battery charger is damaged.	Contact the dealer.
Cannot charge the battery	The phone's temperature is below 0 °C or higher than 45 °C.	Adjust the battery charging environment to avoid extremes of temperature.
	The contact between the battery and charger is poor.	Check all connectors to ensure that all connections have been properly made.
Shortened standby time	The standby time is related to your service provider system configuration. The same phone used with different service providers' systems will not provide exactly the same length of standby time.	If you are located in an area where signaling is weak, temporarily power off the phone.
	The battery is depleted. In high temperature environments, battery life will be shortened.	Contact the dealer to change a new battery.

Problem	Possible causes	Possible solution
	If you are not able to connect to the network, the phone will continue to send out signals as it attempts to locate a base station. Doing so consumes battery power and will consequently shorten standby time.	Change your location to one where the network is accessible, or temporarily turn off your phone.
Cannot turn your phone on	Battery power has been depleted.	Recharge the phone's battery.
nano-SIM card error	The nano-SIM card malfunctions or is damaged.	Take the nano-SIM card to your service provider for testing.
	The nano-SIM card is inserted improperly.	Insert the nano-SIM card properly.
	There is debris on the nano-SIM card contacts.	Use a soft, dry cloth to clean the nano-SIM card contacts.
	The nano-SIM card is invalid.	Contact your service provider.
Unable to connect to the network	You are not within the network's service area.	Check the service area with your service provider.
	The signal is poor.	Move to an open space, or if you are inside a building, move closer to a window.
	You have activated the <b>Call blocking</b> feature.	Disable this feature. See Call Blocking.

Problem	Possible causes	Possible solution
Cannot make outgoing calls	You have activated the Fixed dialing numbers feature.	Disable this feature. See <u>Use Fixed Dialing Numbers</u> .
	You have activated the <b>Call blocking</b> feature.	Disable this feature. See Call Blocking.
PIN Code blocked	You have entered an incorrect PIN code three consecutive times.	Contact your service provider. If the service provider provides the nano-SIM card's PUK code, use the PUK code to unlock the nano-SIM card.
Phone crashes, reboots, freeze, or cannot be powered on	Some third-party software is not compatible with your phone.	Uninstall the software that may cause the problem.
		Upgrade the phone software.
	, p	Reset the phone to factory status.

# For Your Safety

## **General safety**

	Don't make or receive handheld calls while driving. Never text while driving.	A	Don't use at gas stations.
1-9	Keep your phone at least 10 mm away from your ear or body while making calls.		Your phone may produce a bright or flashing light.
	Small parts may cause choking.	A.	Don't dispose of your phone in fire.
<b>U</b> E	Your phone can produce a loud sound.	19	To prevent possible hearing damage, do not listen at high volume levels for long periods.
E	Avoid contact with anything magnetic.		Avoid extreme temperatures.

	Keep away from pacemakers and other electronic medical devices.		Avoid contact with liquids. Keep your phone dry.
4	Turn off when asked to in hospitals and medical facilities.		Do not take your phone apart.
A	Turn off when told to in aircrafts and airports.		Only use approved accessories.
*	Turn off when near explosive materials or liquids.	<u>\$</u>	Don't rely on your phone for emergency communications.

## Radio Frequency (RF) Energy

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 United States

During SAR testing, this device was set to transmit at its highest certified power level in all tested frequency bands, and placed in positions that simulate RF exposure in usage against the head with no separation, and near the body with the separation of 10 mm . Although the SAR is determined at the highest certified

power level, the actual SAR level of the device while operating can be well below the maximum value. This is because the 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 exposure standard for wireless devices employing a unit of measurement is known as the Specific Absorption Rate, or SAR. The SAR limit set by the FCC is 1.6 W/kg.

This device is in compliance with SAR for general population /uncontrolled exposure limits in ANSI/IEEE C95.1-1992 and had been tested in accordance with the measurement methods and procedures specified in IEEE1528. This device has been tested and meets the FCC RF exposure guidelines when tested with the device directly contacted to the body.

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 www.fcc.gov/oet/ea/fccid after searching on FCC ID: SRQ-Z983.

For this device, the highest reported SAR value for usage against the head is 0.98 W/kg and for usage near the body is 1.07 W/kg.

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

SAR compliance for body-worn operation is based on a separation distance of 10 mm between the unit and the human body. Carry this device at least 10 mm away from your body to ensure RF exposure level compliant or lower to the reported level. To support body-worn operation, choose the belt clips or holsters, which do not contain metallic components, to maintain a separation of 10 mm between this device and your body.

RF exposure compliance with any body-worn accessory, which contains metal, was not tested and certified, and using such body-worn accessory should be avoided.

## **FCC Compliance**

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

This mobile phone 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.

### CAUTION:

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

The antenna(s) used for this transmitter must not be co-located or operating in conjunction with any other antenna or transmitter.

## Hearing Aid Compatibility (HAC) Regulations for Mobile Phones

In 2003, the FCC adopted rules to make digital wireless telephones compatible with hearing aids and cochlear implants. Although analog wireless phones do not usually cause interference with hearing aids or cochlear implants, digital wireless phones sometimes do because of electromagnetic energy emitted by the phone's antenna, backlight, or other components. Your phone is compliant with FCC HAC regulations (ANSI C63.19- 2011). While 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 a rating system for wireless 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 are rated have the rating on their box or a label located on the box. The ratings are not guarantees. Results will vary depending on the user's hearing device and 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

This phone has been tested and rated for use with hearing aids for some of the wireless technologies that it uses. However, there may be some newer wireless technologies used in this phone that have not been tested yet for use with hearing aids. It is important to try the different features of this phone thoroughly and in different locations, using your hearing aid or cochlear implant, to determine if you hear any interfering noise. Consult your service provider or the manufacturer of this phone for information on hearing aid compatibility. If you have questions about return or exchange policies, consult your service provider or phone retailer.

**M-Ratings:** Phones rated M3 or M4 meet FCC requirements and are likely to generate less interference to 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 have telecoils in them.)

### Your phone meets the M4/T3 level rating.

Hearing devices may also be rated. Your hearing device manufacturer or hearing health professional may help you find this rating. For more information about FCC Hearing Aid Compatibility, please go to http://www.fcc.gov/cgb/dro.

## **CTIA Requirements**

- 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 with the system per CTIA Certification Requirements for Battery System Compliance to IEEE 1725. 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. If the phone or battery is dropped, especially on a hard surface, and the user suspects damage, take it to a service center for inspection.
- Improper battery use may result in a fire, explosion or other hazard.
- The phone shall only be connected to CTIA certified adapters, products that bear the USB-IF logo or products that have completed the USB-IF compliance program.

### 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 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 turn 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.
- Keep the screen and camera lens clean. Unclean screen or camera lens may slow down the phone's reaction to your operations or lower image quality.
- Clean the device and its accessories with a soft material such as cleaning cloth for eyeglass lenses. Do not use alcohol or other corrosive substances for cleaning or allow them to get inside.
- 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 paint your phone or its accessories.
- Do not attempt to disassemble your phone or its accessories.
   Only authorized personnel can do so.
- Do not expose or use your phone or its accessories in an environment with or that can reach extreme temperatures, minimum - [5] and maximum + [50] degrees Celsius.
- Do not place your phone inside or near heating equipments or high pressure containers, such as water heaters, microwave ovens, or hot cooking utensils. Otherwise, your phone may be damaged.
- 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.

### 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 to be close to your phone for a long

time.

## Electrostatic Discharge (ESD)

Do not touch the metal connectors on the nano-SIM card and the microSDXC card.

#### **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 towards your mouth.

## 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 Stress 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 that are designed to minimize the times of pressing buttons, such as Message Templates and Predictive Text
- · Take many 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 must never 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* stereo 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.

Never puncture the surface of the battery with sharp objects.

#### 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 accessories. Only qualified personnel can service or repair the phone or its accessories.

If your phone (or its accessories) has been submerged in water, punctured, or subjected to a severe fall, do not use it until you have taken it to be checked at an authorized service center.

## **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 manufacturers to determine if the operation of your phone may interfere with the operation of your medical devices.

### **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

### Medical Devices

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

## **Hospitals**

Turn 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

Turn 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 onboard the aircraft. If your device offers a 'flight mode', this must be enabled prior to boarding an aircraft.

### Interference in Cars

Please note that because of possible interference with 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, and 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.