

# ZTE Imperial™



## User Manual



## About This Manual

Thank you for choosing this ZTE mobile device. In order to keep your device in its best condition, please read this manual and keep it for future reference.

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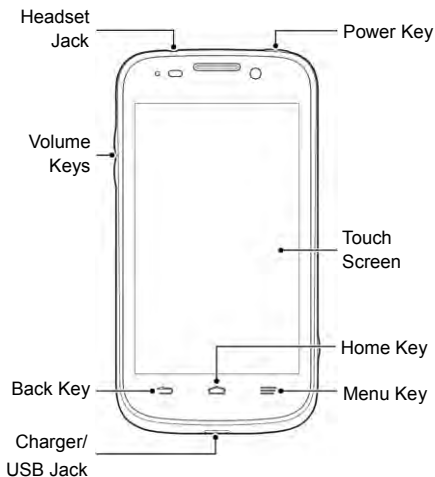
# Getting Started

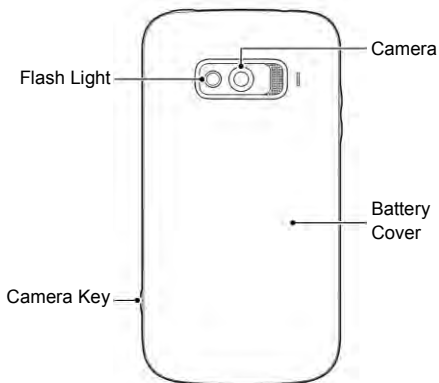
Thanks for choosing ZTE Imperial. Please read this guide carefully and keep it for future reference.

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

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

# Your Phone at a Glance





## Knowing the Keys

Key	Function
<b>Power Key</b>	<ul style="list-style-type: none"><li>• Press and hold to power on/off or restart your phone, or turn on/off silent, vibration, or flight mode.</li><li>• Press to switch your phone to sleep mode.</li><li>• Press to wake up your phone.</li></ul>
<b>Volume Keys</b>	<ul style="list-style-type: none"><li>• Press or hold to turn the volume up or down.</li></ul>

Key	Function
<b>Camera Key</b>	<ul style="list-style-type: none"> <li>• Press fully to start the camera.</li> <li>• When the camera is started, press to take a photo.</li> </ul>
<b>Back Key</b>	<ul style="list-style-type: none"> <li>• Touch to go to the previous screen.</li> </ul>
<b>Home Key</b>	<ul style="list-style-type: none"> <li>• Touch to return to the Home Screen from any application or screen.</li> <li>• Touch and hold to see recently used applications.</li> </ul>
<b>Menu Key</b>	<ul style="list-style-type: none"> <li>• Touch to get the options for the current screen.</li> </ul>

## Installing the SIM Card, microSD Card, and Battery

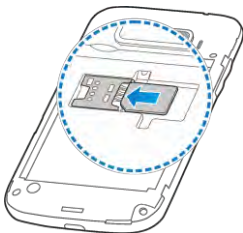
Switch off your phone before installing or replacing the battery or the SIM card.

### To install the SIM Card:

Remove the back cover.

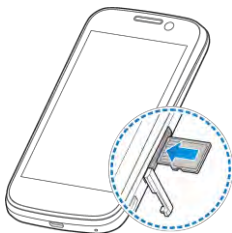


Hold the SIM card with the cut corner oriented as shown and slip it into the card holder.



### **To install a microSD card:**

Open the microSD card holder, hold your microSD card with the metal contacts facing down and slide it in, and then close the card holder.



**NOTE:** The microSD card is sold separately.

### **To Insert the Battery:**

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



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

## **Charging the Battery**

When you first get your new phone you'll need to charge the battery.



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


1. Connect the adapter to the charger jack. Ensure that the adapter is inserted with the correct orientation. Do not force the connector into the charger jack.



2. Connect the charger to a standard AC wall outlet.
3. Disconnect the charger when the battery is fully charged.

### **To check the charge:**

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

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

## **Extending the Battery Life**

Active applications, screen brightness levels,

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

- Reduce the screen backlight time.
- Lower the screen brightness.
- Turn Bluetooth off when not in use.
- Turn Wi-Fi off when not in use.
- Disable the GPS function when not in use. Most applications using this function will periodically query the GPS satellites for your current location; each query drains your battery.

## Powering On/Off

Make sure the battery is charged.

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

## Locking/Unlocking the Screen and Keys

Your phone allows you to quickly lock the screen and keys when not in use and to turn the screen back on and unlock it when you need it.

**To lock the screen and keys:**


To quickly turn the screen off and lock the keys,

press the **Power Key**.


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

### **To unlock the screen and keys:**

Press the **Power Key** to turn the screen on.

Touch and hold  at the center of the screen.

-Or-

You can drag  towards any direction to access the application shortcuts. Touch an application or function icon to unlock the screen and open the application or enable the function quickly.

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

## **Using the Touch Screen**

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

- **Touch**

When you want to type using the onscreen keyboard, select items onscreen such as application and settings icons, or press onscreen buttons, simply touch them with your finger.

- **Touch and Hold**  
To open the available options for an item, for example, a message or link in a Web page, touch and hold the item.
- **Swipe or Slide**  
To swipe or slide means to quickly drag your finger vertically or horizontally across the screen.
- **Drag**  
To drag, press and hold your finger with some pressure before you start to move your finger. While dragging, do not release your finger until you have reached the target position.
- **Pinch**  
In some apps (such as Maps, Browser, and Gallery), you can zoom in and out by placing two fingers on the screen at once and pinching them together (to zoom out) or spreading them apart (to zoom in).
- **Rotate the screen**  
For most screens, you can automatically change the screen orientation from portrait to landscape by turning the phone sideways.

## Getting to Know the Home Screen

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



## Extended Home Screens

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

# Personalizing

## Changing the System Language

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

## Setting the Date and Time Format

1. Touch the **Home Key > Menu Key > System settings > Date & time**.
2. Clear the **Automatic time zone** check boxes if you want to set time zone by yourself.
3. Set the time zone and date/time format.

## Changing Ringtone and Notification Sound

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

1. Touch the **Home Key > Menu Key > System settings > Sound**.
2. Touch **Phone ringtone** or **Default notification**.
3. Scroll through the ringtone list and select the ringtone you want to use.
4. Touch **OK**.

**NOTE:** See chapter *People - Editing Contacts - Set a*

Ringtone for a Contact for how to assign a special ringtone to an individual contact.






## Adjusting Volumes

1. Touch the **Home Key > Menu Key > System settings > Sound > Volumes**.
2. Adjust the volume for music, video, games, and other media, the ringtone and notification volume, and the alarm volume.
3. Touch **OK** to save.

**TIP:** You can adjust the media volume when a media application is in use by pressing the **Volume Keys**. If no media application is active, press the **Volume Keys** to adjust ringtone volume (or the earpiece volume during a call).

### To enable the silent or vibration mode:

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

- Press and hold the **Power Key** and then touch  to enable the silent mode, touch  to enable the vibration mode, or touch  to disable the silent mode.
- Press the **Volume Keys** down when no media application is active. When the  icon appears in the status bar, the phone is set to the vibration mode. When the  icon appears in the status bar, the phone is in the silent mode.
- Touch the **Home Key > Menu Key > System settings > Sound > Silent mode**, and touch **Off, Vibrate** or **Mute**.

## Applying New Wallpapers

You can set the wallpaper for the Home Screen.

1. Touch the **Home Key > Menu Key > Wallpaper**.
2. Touch **Home** or **Lock screen**.
3. Select a wallpaper source from **Gallery**, **Live Wallpapers**, or **Wallpapers** and choose the image or animation you want to use as the wallpaper. Some cropping may be needed for **Gallery** images.
4. Touch **Done** at the top of the screen (for Gallery images) or **Set wallpaper**.

**NOTE:** **Live Wallpapers** are not available for the Lock Screen.



## Changing Screen Brightness

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

## Protecting Your Phone with Screen Locks

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



1. Touch the **Home Key > Menu Key > System settings > Security**.
2. Touch **Screen lock**.
3. Touch **Long press, Face Unlock, Pattern, PIN or Password**.
  - ▶ If you touch **Long press**, you can touch and hold  at the center of the screen to unlock, or drag  towards any direction to access the application shortcuts.
  - ▶ If you touch **Face Unlock**, look at the phone to let the phone capture your face. You can unlock the screen by looking at the front camera. You also need to set a pattern or PIN in case the phone cannot recognize your face.
  - ▶ If you touch **Pattern**, you're guided to create a pattern you must draw to unlock the screen. The first time you do this, a short tutorial about creating an unlock pattern appears. Then you're prompted to draw and redraw your own pattern.
  - ▶ If you touch **PIN or Password**, you're prompted to set a numeric PIN or a password you must enter to unlock your screen.

The next time you turn on your phone or wake up the screen, you must look at the phone, draw your unlock pattern or enter your PIN or password to unlock it.

**IMPORTANT:** Screen lock options are listed in the approximate order of the strength of their security, starting with **None** and **Long press**, which provide no security. Face Unlock provides minimal security, although it can be more convenient than the stronger options.

# Protecting Your Phone with Encryption

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

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

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

Before turning on encryption, prepare as follows:

1. Set a lock screen PIN or password.
2. Charge the battery.
3. Keep the phone connected to the charger.
4. Schedule an hour or more for the encryption process: you must not interrupt it or you will lose some or all of your data.

When you're ready to turn on encryption:

1. Touch the **Home Key > Menu Key > System settings > Security > Encrypt phone**.
2. Read the information about encryption carefully.

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

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

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
















3. Touch **Encrypt phone**.
4. Enter your lock screen PIN or password and touch **Next**.
5. Touch **Encrypt phone** again.
6. The encryption process starts. Encryption can take an hour or more, during which time your phone may restart several times.
7. When encryption is complete, you're prompted to enter your PIN or password.

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

# Knowing the Basics

## Monitoring the Phone Status





















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

	System connected		No signal
	Flight mode		Signal strength
	Battery flat		Ringer off
	Battery low		Vibrate mode
	Battery partially drained		Bluetooth on
	Battery full		Connected to a Wi-Fi network
	Battery charging		Wired headset connected
	Alarm set		

# Managing Notifications

## Notification Icons

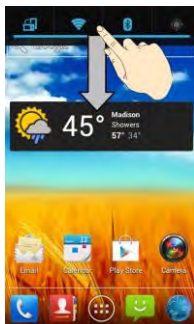
The status bar at the top of the home screen provides notification alerts on the left. You can view the following notification icons.

	New SMS		microSD card unmounted
	New MMS		microSD card removed
	New Email		Preparing microSD card
	New Gmail message		Upcoming event
	New Google Talk instant message		New Wi-Fi network detected
	Problem with SMS/MMS delivery		Downloading data
	Missed call		Sending data
	Call in progress		Portable Wi-Fi hotspot or Wi-Fi direct is on
	USB connected		Song is playing
	Updates available		GPS on

## Open/Close the Notification Panel

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


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




## Respond to or Remove a Notification

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


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

- To remove all notifications, touch  in the top right corner.
- Most apps that send notifications, such as Gmail and Google Talk, have notification settings that you can adjust.

**TIP:** In the notification panel, touch  at the top of notifications list to get to the **Settings** menu quickly.

## Managing Shortcuts and Widgets


### Add Shortcuts and Widgets

1. Touch the **Home Key** > .
2. Touch **Widgets** or **All Apps** to view the available widgets and shortcuts.
3. Touch and hold a widget or shortcut and drag it to the Home Screen.

### Move Shortcuts or Widgets

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



### Remove Shortcuts or Widgets

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

## Organizing With Folders

You can combine several app icons in a folder.

### Create a Folder

1. Touch and hold the shortcut on the Home Screen you want to add into a folder until  appears.
2. Drag the shortcut to  and release it. A new folder will be created and the shortcut is added into the folder.

### Rename a Folder

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

### Add Shortcuts to a Folder

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

### Remove Shortcuts from a Folder

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



## Rearranging the Favorites Tray

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



### To remove items from the favorite's tray:

Touch and hold an item in the favorite's tray and drag it out of the tray.

### To add items to the favorite's tray:


Touch and hold an item on the Home Screen and drag it into the favorite's tray.

If the favorite's tray is full, you need to remove an item in the tray.

## Entering Text

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

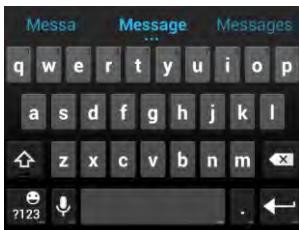
## Change Input Methods

1. When you use the onscreen keyboard to enter text, the icon  appears on the notification bar.
2. Open the notification panel and touch **Select input method**.

3. Select an input method you need.




## Android Keyboard

The Android Keyboard provides a layout similar to a desktop computer keyboard. Turn the phone sideways and the keyboard will change from portrait to landscape. The landscape keyboard is not supported in all applications.




- Touch the alphabetic keys to enter letters. Touch and hold some specific keys to enter associated accented letters or numbers. For example, to enter È, touch and hold **E** and the available accented letters and number 3 appear. Then slide to choose È.
- Touch **↑** to use uppercase. Double-tap **↑** to lock uppercase. This key also changes to indicate the current case you are using: **↑** for lowercase, **↑** for uppercase, and **↑** when locked in uppercase.
- Touch **✕** to delete the text before the cursor.
- Touch **123** to select numbers and symbols. You

can then touch  to find more.

- Touch and hold  and then swipe to choose the emoticons.
- Touch  to use Google's networked voice input.
- Touch and hold  to change the input languages or set up the Android keyboard.

## Touch Input Settings

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

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











## Swype Keyboard

Except for the key tapping motion of input, you can also use Swype to speed up text input with a tracing gesture where you move your finger from letter to letter without lifting the finger until you reach the end of the word.

### To use Swype:

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.



- Touch the alphabetic keys to enter letters.
- Touch  to use uppercase or lowercase. This key also changes to indicate the current case you are using:  for lowercase,  for uppercase, and  when locked in uppercase.
- Touch and hold 'EN' or 'ES' to change input language.
- Touch  to enter digits, symbols, emoticons and other pre-defined texts. Touch  to find more.
- Touch and hold  to open text editing options. You can select, cut, copy, paste, and delete text, or move the cursor.
- Touch or hold  to delete text before the cursor.
- Touch and hold  to access the quick settings.
- Touch  to use voice input.
- Touch the **Back Key** to hide the onscreen keyboard. You can touch the text field again to show the keyboard.



Tips for using Swype:

- 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.




## Editing Text

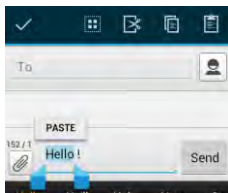
- **Move the insertion point:** Touch where you want to type.

The cursor blinks in the new position, and a tab appears below it. Drag the tab to move the cursor.

- **Select text:** Touch and hold or double-tap within the text.


The nearest word highlights, with a tab at each end of the selection. Drag the tabs to change the selection.

- **Cut, copy, paste:** Select the text you want to manipulate. Then touch the Cut , Copy , or Paste  button:



## Opening and Switching apps

### Open an App

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

### Switch Between Recently Opened Apps

1. Touch and hold the **Home Key**.  
A list of the names and thumbnails of apps you've used recently opens. If you've been using more apps recently than can fit on the screen, you can scroll the list up and down.
2. Touch a thumbnail to open that app.  
You can swipe a thumbnail sideways to remove it from the list.

# Connecting to Networks and Devices

## Connecting to Mobile Networks

### Control Mobile Data Use

**To enable or disable data access:**

1. Touch the **Home Key > Menu Key > System settings > Mobile networks**.
2. Check **Data enabled** to enable data access over the mobile network. Clear the check box to disable data access.

**To enable always-on data access:**

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

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

## Connecting to Wi-Fi

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

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

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

The Wi-Fi networks that your phone has detected are displayed with their names and security settings. If your phone finds a network that you connected to previously, it connects to it.

3. Touch a network name to connect to it.

**NOTE:** If the network is secured, you're prompted to enter a password or other credentials. (Ask your network administrator for details.)

## Get Notified of Open Networks

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. Touch or slide the **Wi-Fi** switch to the **ON** position.
3. Touch the **Menu Key > Advanced**.
4. Check **Network notification**.

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

## Add a Wi-Fi Network

You can add a Wi-Fi network if the network does not broadcast its name (SSID), or to add a Wi-Fi network when you are out of range.

To connect to a secured network, you first need to



get the security details from the network's administrator.

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. Touch or slide the **Wi-Fi** switch to the **ON** position.
3. Touch **Add network**.
4. Enter the network SSID (name). If necessary, enter security or other network configuration details.
5. Touch **Save**.

## Forget a Wi-Fi Network

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


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

## Add WPS Network

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

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

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.

2. Touch or slide the **Wi-Fi** switch to the **ON** position.
3. Touch .
4. Press the WPS button on the wireless router and the access point will recognize your phone and add it to the network.

Method two: Pin number

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **ON** position.
3. Touch the **Menu Key > WPS Pin Entry**.
4. 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.

**NOTE:** For detailed information about the WPS feature of access point, please refer to its documentation.

## Adjust Advanced Wi-Fi Settings

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

- ▶ **Avoid no internet connections:** Only use Wi-Fi networks that have Internet connection.
- ▶ **MAC address:** Check the MAC address.
- ▶ **IP address:** Check the phone's IP address.

## Using Wi-Fi Direct

Wi-Fi Direct allows Wi-Fi devices to connect to each other without the need for wireless access points (hotspots).

**NOTE:** Activating this feature will disconnect your current Wi-Fi network connection.

### Connect to another Device via Wi-Fi Direct

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. If Wi-Fi is off, slide the **Wi-Fi** switch to the **ON** position.
3. Touch the **Menu Key > Wi-Fi Direct**. Your phone will search for other devices enabled with Wi-Fi direct connections.
4. Touch a device name under PEER DEVICES to connect with it.

The other device will receive a Wi-Fi Direct connection prompt and need to accept the request for connection. Both devices may need to enter a common PIN.

5. Once connected the device is displayed as "Connected".

## Send Data via Wi-Fi Direct


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

## Connecting to Bluetooth Devices

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

### Turning Bluetooth On/Off

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

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

### Making Your Phone Visible

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

1. Touch the **Home Key > Menu Key > System settings > Bluetooth**.
2. Touch or slide the **Bluetooth** switch to the **ON** position.
3. Touch the check box next to your device name on the top of the screen to make your phone visible or invisible.

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

## Change the Device Name

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

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

## Pair With a Bluetooth Device

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

Your phone automatically scans for and displays the IDs of all available Bluetooth devices in range. You could touch **SEARCH FOR DEVICES** if you want to scan again.

3. Touch the device you want to pair with.


4. 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.

## Unpair From a Bluetooth Device

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

1. Touch the **Home Key > Menu Key > System settings > Bluetooth** and make sure Bluetooth is turned on.
2. In the list of paired devices, touch the icon  beside the Bluetooth device you want to unpair from.
3. Touch **Unpair**.

## Send Data via Bluetooth


1. Open the appropriate application and select the file or item you want to share.
2. Select the option for sharing via Bluetooth. The method may vary by application and data type.
3. 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.

**NOTE:** If the phone has not been paired with the sending device, you may need to touch **Bluetooth** > [your phone's name] in **Settings** to keep the phone detectable through Bluetooth.

2. Flick down the status bar and touch .
3. Touch **Accept** to start receiving the data.

Received files are stored automatically in a dedicated folder (*Bluetooth*, for instance). 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 internal storage or on a removable microSD 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

1. Connect your phone to the PC with a USB cable.

2. Open the notification panel and touch .
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 may need to manually install the driver on PC by running the executable file in the new CD-ROM drive.
  - ▶ **Media device (MTP):** Transfer media files on Windows or Mac.

**NOTE:** For Windows XP, please install the drivers and Media Player 11(or later version) when you use Media Transfer for the first time.
  - ▶ **Camera (PTP):** Transfer photos using camera software.
  - ▶ **USB tethering:** To share mobile network of your phone and access internet on PC.


**NOTE:** To make your phone connect to the computer automatically using the selected connection type, check “**Don’t ask me again**”.

## Remove the microSD Card from Your Phone

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

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



2. Slide down the screen and touch **Unmount SD card > OK**.
3. The icon  appears in the status bar and then you can safely remove the microSD card from the phone.

## Erase microSD Card

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

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

**NOTE:** The microSD card is sold separately.

## Sharing Your Mobile Data Connection

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

### Share Your Mobile Data Connection via USB

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

**NOTE:** If your phone has a microSD card or USB storage, you can't mount it on your computer when

USB tethered.

1. Connect your phone to your computer with a USB cable.
2. Touch the **Home Key > Menu Key > System settings > More**.
3. Check **USB tethering**. A new network connection will be created on your computer.

**NOTE:** To stop sharing your data connection, uncheck **USB tethering** or disconnect the USB cable.

## Share Your Mobile Data Connection via Bluetooth

If your computer can obtain an Internet connection via Bluetooth, you can configure your phone to share its mobile data connection with your computer.

1. Pair your phone with your computer via Bluetooth.
2. Configure your computer to obtain its network connection via Bluetooth. For more information, please see your computer's documentation.
3. Touch the **Home Key > Menu Key > System settings > More**.
4. Check **Bluetooth tethering**. Your computer is now sharing your phone's data connection.
5. To stop sharing your data connection, uncheck **Bluetooth tethering**.

## Share Your Mobile Data Connection as a Wi-Fi 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 applications to access the Internet via its Wi-Fi connection. You still remain connected to the Internet via your mobile data network.

1. Touch the **Home Key > Menu Key > System settings > Portable hotspot**.
2. Slide the **ON/OFF** switch to turn the feature on.
3. Read the feature introduction and touch **Accept**.  
After a moment, the phone starts broadcasting its Wi-Fi network name (SSID).
4. On another device, locate your phone via Wi-Fi and connect with it to start using the phone's mobile data.

Or, if the device supports Wi-Fi Protected Setup, touch the WPS icon on the device, and then touch **WPS button** on your phone.

**NOTE:** To stop sharing your data connection, slide the switch to turn **Portable hotspot** off.

## Rename or Secure Your Wi-Fi Hotspot

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

1. Touch the **Home Key > Menu Key > System settings > Portable hotspot > Configure**.
2. Set your name and security options as follows:
  - **Network SSID:** Enter or edit a network SSID

(name) that other devices see when scanning for Wi-Fi networks.

- ▶ **Type:** Broadcast or hide your network SSID. If the broadcast is disabled, other users need to get your network SSID to find the Wi-Fi hotspot.
- ▶ **Security:** Choose a security option: **Open** (not recommended), **WPA PSK** or **WPA2 PSK** (other users can access your mobile hotspot only if they enter the correct password). When you select **WPA PSK** or **WPA2 PSK**, touch the Password field to edit the security password.

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

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

**settings > More > VPN.**

2. Touch **Add VPN profile** and fill in the information provided by your network administrator.
3. Touch **Save**.

The VPN is added to the list on the VPN screen.

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

## **Connect to a VPN**

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

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

## **Modify a VPN**

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

## **Delete a VPN**



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


# Phone Calls

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

## Placing and Ending Calls

### Place a Call by Dialing

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

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

3. Touch the Phone icon  below the keypad to dial.

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

### End a Call



During a call, touch  on the screen.

## Answering or Rejecting Calls

When you receive a phone call, the Incoming Call



screen opens, displaying the caller ID and any additional information about the caller that you've entered in People. You can answer or reject the call, or reject it with a text message.

## Answer a Call

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

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

## Reject a Call


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

You can also drag  over  to reject the call and send a preset text message to the caller.

**NOTE:** To edit the text response from within the Phone app, touch the **Menu Key > Settings > Quick responses** while in the Phone tab.

## Working with the Call Log

The Call log is a list of all the calls you've placed, received, or missed. It provides a convenient way to redial a number, return a call, or add a number to your Contacts.


To open the call log, you can touch the **Home Key >  > Call log** or touch the **Call log** tab in the Phone app.

## Place a Call from the Call Log





1. Open the call log.
2. Touch a number for more information about the

call, or touch  beside it to call back.


## Add a Call Log Number as a Contact

1. Open the call log.
2. Touch a number to view more call information.
3. Touch .
4. To add the number to an existing contact, touch **Add to existing**. To add a new contact, touch **New contact**.

## Take Other Actions on a Call Log Entry

1. Open the call log.
2. Touch a number to view more call information. While viewing the call details, you can:
  - ▶ Touch  to call it.
  - ▶ Touch  to edit the number in the dialer before calling it or copy the number to the clipboard.
  - ▶ Touch  to send a message.
  - ▶ If the number belongs to a contact you have, touch  to view contact details.




## Delete the Call Log


1. Open the call log.
2. Touch the **Menu Key > Multi-Select**.
3. Touch the call log items you want to delete and then touch  > **Delete** to delete the call logs.



# Calling Your Contacts


## Call a Contact

1. Touch the **Home Key** >  or  and then touch the Contact tab .
2. Flick the screen up or down to view all your contacts with phone numbers.

**TIP:** You can search for a contact by touching  on the screen.







3. Touch a contact or  to call.

## Call a Favorite Contact

1. Touch the **Home Key** >  and then touch the Favorites tab.
2. Touch a contact or number to call it.

## Using Options during a Call


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

- Touch  to turn on or off the speaker.
- Touch  to mute or unmute your microphone.
- Touch  to make another call separately from the first call, which is put on hold.
- Touch  to switch to the dialer, for example to enter a code.
- Touch  for more call options.
- Touch  to end the current call.

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

## Checking Voicemail

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

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

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


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

# Adjusting Your Call Settings

## Edit Quick Response to Rejected Callers


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

## Set Voicemail

1. Touch the **Home Key** >  > **Menu Key** > **Settings** > **Voicemail**.
2. Set the following options.
  - ▶ Touch **Service** to select voicemail service provider. Your carrier is the default.
  - ▶ Touch **Setup** > **Voicemail number** to edit the voicemail number.
  - ▶ Touch **Ringtone** to set the notification sound for new voicemails.
  - ▶ Touch **Vibrate** to set the condition for vibration.

## Set TTY Mode


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

1. Touch the **Home Key** >  > **Menu Key** > **Settings** > **TTY mode**.
2. Select one of the following options.

- ▶ **TTY Off:** Users who can hear and talk can disable TTY support.
- ▶ **TTY Full:** Users who cannot talk or hear may use this mode to send and receive text messages through TTY device.
- ▶ **TTY HCO:** Users who can hear, but cannot talk, may use this mode to listen to conversation of the other party, and respond via text messages.
- ▶ **TTY VCO:** Users who can talk, but cannot hear, may use this mode to talk through the phone and receive responses via text messages.

## Set DTMF Tones

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


1. Touch the **Home Key** >  > **Menu Key** > **Settings** > **DTMF Tones**.
2. Touch **Normal** or **Long**.

## Set Speed Dials

You can touch and hold the 1 ~ 9 key from the dialer to call the corresponding speed dial number.

The number key 1 is reserved to speed dial your voicemail.

**To assign a speed dial key:**

1. Touch the **Home Key** >  > **Menu Key** > **Settings** > **Speed dial**.
2. Touch a speed dial key.


3. Enter a phone number or select one from the contact list.
4. Touch **OK**.

## Set Hearing Aids


You can check the **Hearing aids** box to turn on/off hearing aid compatibility.

## Forward Incoming Calls

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

1. Touch the **Home Key** >  > **Menu Key** > **Settings** > **Call forwarding**.
2. Touch an available option (**Immediate Call Forwarding**, **Busy Call Forwarding**, and **No Answer Call Forwarding**) to enable it.


## Check Call Time and Data Use

Touch the **Home Key** >  > **Menu Key** > **Settings** > **Call Timer** to check call time and data use.


Touch a record to reset it to zero. You cannot reset **Lifetime Calls** or **Lifetime Data**.

## Use Auto-answer to free Your Hands

You can enable auto-answer to answer calls automatically.

1. Touch the **Home Key** >  > **Menu Key** > **Settings** > **Auto-answer**.
2. Touch the time before the phone answers the call, or turn the feature off.


## Other Options

1. Touch the **Home Key** >  > **Menu Key** > **Settings** > **Additional settings**.
2. Check **Voice privacy** to enable privacy mode. Or check **Plus Code Dialing Setting** to set the plus number before dialing.

**NOTE:** Please contact your service provider to check whether Voice Privacy and Plus Code features are available.


## Internet Call Settings

**To add an Internet calling account:**

1. Touch the **Home Key** >  > **Menu Key** > **Settings** > **Accounts**.
2. Touch **Add account**.
3. Follow the instructions from your Internet calling service provider to configure the settings for your account.
4. Touch the **Menu Key** > **Save**.


**To configure which calls use Internet calling:**

You can configure your phone to place all calls using Internet calling (when you're connected to a Wi-Fi network), just calls to Internet calling addresses, or to ask each time you place a call.

1. Touch the **Home Key** >  > **Menu Key** > **Settings**.
2. Touch **Use Internet calling**.
3. Touch the Internet calling option you want.


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

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



1. Touch the **Home Key** >  > **Menu Key** > **Settings** > **Accounts**.
2. Check the **Receive incoming calls** check box. Checking this setting will reduce your battery life between charges.

# People

You can add contacts on your phone and synchronize them with the contacts in your Google account or other accounts that support contact syncing.




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

## Opening Your Contact List

1. Touch the **Home Key** >  and touch the all contacts tab  to access your contact list.
2. Scroll through the list to view all your contacts.
3. Touch a contact to view its details.

**NOTE:** If you have a lot of contacts stored, you'll see a slider when you touch the right side of the screen. To go directly to a letter, touch and hold the slider and drag it to a letter.

## Adding a New Contact

1. Touch the **Home Key** >  and touch the all contacts tab .
2. Touch  to add a new contact.
3. Touch the account field on the top of the screen to choose where to save the contact. If a sync account is selected, the contacts will be synced automatically with your account online.
4. Enter the contact name, phone numbers, email





addresses, and other information.

5. Touch **Done** to save the contact.

## Setting Up Your Own Profile


You can create your own name card in your phone.

1. Touch the **Home Key** >  and touch the all contacts tab .
2. Touch **Set Up my profile**, or your name, whichever is at the top of the contact list.
3. Edit your profile information and touch **Done**.


## Importing/Exporting and Sharing Contacts

You can import/export contacts from/to your microSD card or internal phone storage. This is especially useful when you need to transfer contacts between different devices. You can also quickly share your contacts using Bluetooth, Email or Messages, etc.




### Import Contacts from the microSD Card

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

## Export Contacts to the microSD Card

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

## Share Contacts




1. Touch the **Home Key** >  and touch the all contacts tab .
2. Touch the **Menu Key** > **Multi-Select**.
3. Touch to select the contacts you want to share and then touch .
4. Choose how to share the contacts. Options depend on the applications and services installed.

## Working with Favorite Contacts




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

## Add a Contact to Favorites

You can add the contacts used frequently to Favorites, so you can find them quickly.



1. Touch the **Home Key** >  and touch the all contacts tab .
2. Touch a contact and then touch .


## Remove a Contact from Favorites

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






## Working with Groups

### View Your Contact Groups



1. Touch the **Home Key** >  and touch the contact groups icon .
2. Scroll through the list to view the preset groups and the groups you create.
3. Touch a group to view its members.

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



### Set Up a New Group

1. Touch the **Home Key** >  and touch the contact groups icon .
2. Touch  to create a new group.
3. Touch to choose an account for the group.
4. Enter the group name and touch **Done**.
5. Touch  and select the contacts you wish to be the group members.
6. Touch .

## Delete a Group



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

## Edit a Group

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


**NOTE:** Preset groups cannot be renamed.

## Searching for a Contact

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

## Editing Contacts



### Edit Contact Details

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




3. Edit the contact and touch **Done**.


## Set a Ringtone for a Contact

1. Touch the **Home Key** > .
2. Touch a contact you want to set a ringtone for and then touch .
3. Touch the field under **RINGTONE** and select a ringtone you like and touch **OK** > **Done**.

## Delete a Contact

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

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

1. Touch the **Menu Key** > **Multi-Select** in the all contacts screen.
2. Touch to select the contacts you want to remove and then touch .
3. Touch **OK** to confirm.

# Accounts

## Adding or Removing Accounts

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

### Add an Account

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

Types of the accounts successfully added are displayed above **Add account** 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.

1. Touch the **Home Key > Menu Key > System settings**.
2. Touch the type and then the account.
3. Touch the **Menu Key > Remove account > Remove account**.

# Configuring Account Sync

## Configure Auto Sync Setting

1. Touch the **Home Key > Menu Key > System settings > Data usage**.
2. Touch the **Menu Key** 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 auto sync is turned off, you need to sync manually to collect emails, updates, or other recent information.

## Sync Manually

1. Touch the **Home Key > Menu Key > System settings**.
2. Touch the type and then the account you want to sync in the ACCOUNTS section.
3. Touch the **Menu Key > Sync now**. Or touch the types of information you want to sync.


## Change an Account's Sync Settings

1. Touch the **Home Key > Menu Key > System settings**.
2. Touch the type and then the account in the ACCOUNTS section. The Sync screen appears, showing a list of information the account can sync.
3. When auto-sync is turned on, check or uncheck

items as you need. Checked types of information on the phone and the web will be kept in auto-sync.



# Email


Touch  in the Home Screen and select **Email**. Use it to read and send emails from services other than Gmail.

## Setting Up the First Email Account

1. When you open **Email** for the first time, enter your email address and password.
2. Touch **Next** to let the phone retrieve the network parameters automatically.  
**NOTE:** You can also enter these details manually by touching **Manual setup** or when automatic setup fails.
3. 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 touching  in any of the email account's boxes. Touch **Load more messages** at the bottom of the email list to download earlier messages.

## Responding to an Email

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

### Rely to or Forward an Email


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

To...	do...
Reply to the sender,	touch  .
Reply to the sender and all recipients of the original message,	touch  .
Forward the message,	touch  .

3. Edit your message and touch Send.



### Mark an Email as Unread

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


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

## Delete an Email


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

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

## Writing and Sending an Email

1. Open your email Inbox and touch .

**NOTE:** 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.

2. Enter a contact name or email address in the 'To' field. Separate each recipient with a comma. You can also touch  to select recipients from your contacts.

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

3. Enter the email subject and compose the email text.
4. Touch the **Menu Key > Attach file** to add audio files, images, videos and other types of files as attachment.
5. Touch **Send** at the top right of the screen to send the message.

## Adding a Signature to Your Emails

You can set a few lines of plain text as signature for every outgoing email message from an account, such as your name and contact information.

1. Open the **Email** app.
2. Touch the **Menu Key > Settings** and select the account you want to add signature to.
3. Touch **Signature** and enter the text.
4. Touch **OK**.

## Adding and Editing Email Accounts

### Add an Email Account

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

1. Open **Email** to get the Inbox screen.
2. Touch the **Menu Key > Settings** and touch **ADD ACCOUNT** at the top right of the screen.
3. Set up the account as you would with the first one.

### Edit an Email Account

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

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

## Remove an Email Account

1. Open **Email** to get the Inbox screen.
2. Touch the **Menu Key > Settings** and touch the account you want to remove.
3. Touch **Remove account** at the bottom of the screen and then touch **OK**.

## Changing General Email Settings

General settings apply to all email accounts you add.

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

# Gmail™

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


**NOTE:** This feature may not be available in certain regions or with certain service providers.

## Opening Your Gmail Inbox

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

The Inbox screen appears.

If you haven't signed in, you will be prompted to do so or create a new account.

Touch  at the bottom right of the screen to refresh your Inbox and download new messages.



## Switching Accounts

Gmail displays conversations, messages, and settings from one Google account at a time. If you have signed in to more than one Google account on your phone, you can switch accounts and view information in each account.

1. From your Inbox, touch the current account at the top of the screen.
2. From the drop-down menu, touch the account you want to see. The account's Inbox will open.

## Writing and Sending a Message

1. Open your Gmail Inbox and switch to the account you want to use for sending the message.

2. Touch .
3. Enter a contact name or email address in the 'To' field. Separate each recipient with a comma.
4. Enter the email subject and compose the email text.
5. To attach an image or a video, touch the **Menu Key > Attach picture / Attach video**.
6. Touch  at the top right of the screen to send the message.

## Adding Signature to Your Gmail Messages




You can set a few lines of plain text as signature for every outgoing Gmail message. The signature you set on the phone is independent of the signature you use for Gmail on the web.


1. Open the **Gmail** app.
2. Touch the **Menu Key > Settings** and select the account you want to add signature to.
3. Touch **Signature** and enter the text.
4. Touch **OK**.

## Replying to or Forwarding a Message

1. Open the Gmail message you want to reply to or forward to another person.
2. Do the following as you need:

To...	do...
-------	-------

Reply to the sender,	touch  in the message header.
Reply to the sender and all recipients of the original message,	touch inside the message header  > <b>Reply all.</b>
Forward the message,	touch in the message header  > <b>Forward.</b>

3. Edit your message and touch the send icon  .

## Working with Received Attachments

When a message has an attachment, Gmail displays information about that attachment at the top of the message.

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


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

## Searching for Messages

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



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

1. Open the **Gmail** app and touch .
2. Enter the words to search for and touch the search key on the screen keyboard.

As you type, suggestions may appear below the search field. You can touch a suggestion to search for it right away, or touch the arrow next to it to add its text to the search field.

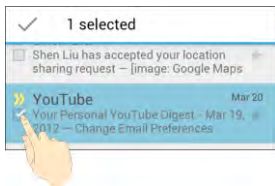
3. In the search results, touch the message you need and work with it just as you would with any Gmail message.


## Working with Labels

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


### To label or change labels:

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




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

### **To add stars to messages:**

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

### **To view messages by label:**

1. Open the **Gmail** app and touch the label icon  at the bottom of the message list without checking any message.
2. Touch the label to view messages with that label.

**NOTE:** You can also touch the name of your account at the top of the screen. Then touch one of the labels listed in the **RECENT** section, below account names.


## **Changing Gmail Settings**

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



# Messaging

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



## Opening the Messaging Screen

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

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

- Touch  to write a new text or multimedia message.
- Touch  to search for message with keywords.
- Touch an existing message thread to open the conversation you've had with a certain number.



## Sending a Text Message

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

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

4. Touch **Send**.

## Sending a Multimedia Message


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

5. Touch **Send**.

**NOTE:** When you enter an email address as a recipient, add a subject, or attach a file, the message is automatically converted to a multimedia message. When you delete this information, the message is converted to a text 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.

1. On the **Messaging** screen, touch the thread that has the message you want to reply to.
2. Type your reply in the text box at the bottom. You can touch the attach icon  if you want to reply with an MMS.
3. Touch **Send**.

## Forwarding a Message


1. On the **Messaging** screen, touch the thread that has the message you want to forward.
2. Touch the message.
3. Touch **Forward** in the menu that opens.
4. Enter a recipient for the message and edit the content if you want.
5. Touch **Send**.

## Viewing Details about a Message


1. Touch a message in a thread.
2. Touch **View details** to see information about the message, such as message type, sender, recipient, or date.

## Deleting Messages or Threads

### To delete messages in a thread:

1. On the **Messaging** screen, touch a thread.
2. Touch the **Menu Key > Multi-Select**.
3. Touch the messages you want to delete. The ones you touch will have a check in the box beside them.
4. Touch  at the bottom.
5. Touch **Delete**.

### To delete message threads:

1. On the **Messaging** screen, touch and hold one thread you want to delete.
2. If there are more threads you want to delete, touch them one by one.
3. Touch  at the bottom.
4. Touch **OK**.

## Changing Message Settings

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

# Calendar

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

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

## Viewing Your Calendars and Events

### Select Visible Calendars

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

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

### Change Calendar Views

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

To change calendar views, touch the view you want at the bottom of the screen.

- In Month view; swipe vertically to see earlier months and later months.
- In Week or Day view, swipe horizontally to see

earlier weeks/days and later weeks/days.


- When you are viewing earlier or later days, weeks, or months, touch **Today** at the top to quickly switch to today.

## View Event Details

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

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

## Creating an Event

1. In any Calendar view, touch  to open an event details screen for a new event.  
You can also touch a spot in Day or Week view twice to add an event to that time spot.
2. Add details about the event.  
Enter a name, location, time span, and other additional details about the event.  
**NOTE:** If you have more than one calendar account, you can choose a calendar account to which to add the event by touching the current calendar above the **Event name** box.
3. Touch **DONE** at the top of the screen to save the new event.




## Editing or Deleting an Event

1. Find the event you want to edit or delete.
2. Open its details screen (see [Viewing Your Calendars and Events - View Event Details](#) in this



chapter).

3. Do one of the following as you need.

To...	do...
Edit the event,	touch  . Touch <b>DONE</b> to save your changes.
Delete the event,	touch  > <b>OK</b> .
Share the event,	touch  and choose how to share.

## Changing Calendar Settings

To change Calendar settings, open a Calendar view (Day, Week, Month, or Agenda). Then touch the **Menu Key > Settings**.


You can change **General settings**, which apply to all accounts, or other settings that only apply to specific accounts.

# Google Talk

Google Talk is Google's instant messaging service. You can use it to communicate in real time with other people who also use Google Talk, on a phone, on the web, or with a desktop application.


## Signing In to See Your Friends

You must sign in to your Google account before you can use Google Talk.

Touch  in the Home Screen and select **Talk**. The first time you launch **Talk**, touch the account you want to sign in with. Your friends list is then displayed.

**NOTE:** You remain signed in to Google Talk after launching the **Talk** app even if you switch to other apps, until you explicitly sign out. To sign out, go back to your friends list and touch the **Menu Key > Sign out**.

## Adding a Friend

1. In the friends list, touch  at the top right of the screen.
2. Enter your friend's address and touch **DONE**.

Your friend's address in Google Talk is a Gmail or other email address that is configured to connect to Google Talk.

**NOTE:** If other people try to add you as a friend, you will receive a notification in the status bar and the invitation appears in your friends list. You can touch the invitation to **Accept**, **Decline**, or **Block**.

## Changing Your Online Status




1. Touch your own entry at the top of your friends list.
2. In the screen that opens, touch your current status to change it (or to sign out of **Talk**).
3. Enter a status message or if you already have one, edit it.

In addition to the standard status settings, you can also touch **Change to a recently-used status** to select a message that you've entered previously.

4. Touch the **Back Key** to return to your friends list.

## Chatting With Friends

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

1. Touch a friend in your friends list. The chat screen for that friend opens.
2. Enter your message and touch . You can also touch  or  to initiate a video chat or voice chat if the friend is online.

## Switch between Active Chats

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

- Touch the **Back Key** to return from one chat to the friends list. Then touch another friend you

want to chat with.

- While you are in one chat screen with a friend, swipe left or right to switch to the chat screens with other friends.

## Use Group Chat

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

1. On a chat screen, touch the **Menu Key > Add to chat**.
2. Touch the name of the friend to invite.

The friend you invited and the current participants receive an invitation to a group chat. Each one who accepts the invitation joins the group chat. In a group chat, everyone can see everyone else's messages. Group chats appear at the top of your friends list, with a group chat icon.

## End the Chat

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


You can also touch the **Menu Key > End all chats** while in the friends list to end all active chats.

## Changing Google Talk Settings



On any chat screen or the friends list, touch the **Menu Key > Settings** to change Google Talk settings for your account.

# Google+

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



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

## Organizing Your Contacts

1. Open the **Google+** app.
2. Touch  > **Find people**.
3. Touch  and enter the person you want to search for or select a suggested person, and then touch **Add** or **Follow**.

The person is automatically added to one of your circles, or you need to choose circles (by default, Friends, Family, Acquaintances, and Following) for him/her. You can then touch the circle to change which circles the person belongs to.








## Getting Updates

1. Open the **Google+** app.
2. Touch  > **Home**.
3. Swipe up or down to see different information shared with you by other users. Touch  to choose what groups of information are shown.
  - ▶ **Nearby** shows posts shared with you by users near your current location.

- ▶ **All circles, Acquaintances, Family, Following, and Friends** show updates from people you've added to your circles.
- ▶ **What's hot** shows popular posts on Google+.


## Chatting With Contacts

You can chat with your Google+ contacts through instant messaging, similar to sending a text with the Messages app.



1. Touch  > **More > Messenger** in the **Google+** app or touch from the home screen  > **Messenger**.
  2. Touch  to create a new message.  
If you touched  at the top, select recipients from suggested people or touch  to add recipients. They can be contacts or circles.
  3. Enter the message.
  4. Touch  to send the message.
- TIP:** Touch  > **More > Hangouts** to hold a video chat with your friends.

## Checking Photos

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

Touch  > **Photos** in the **Google+** app to see all available albums.

## Checking and Managing Your Profile

1. Touch  > **Profile** in the **Google+** app.
2. Swipe up or down to see your posts and personal info.  
Touch  and you can change your profile photo.


## Other Features

- **Communities:** A community is where people gather for the sharing and discussion of a common topic. Touch  > **Communities** in the **Google+** app to search and join all kinds of online communities on the Google+ network.
- **Events:** Touch  > **More** > **Events** in the **Google+** app to manage your social calendar. You can add events, invite people, and then share photos in real-time from the event.
- **Local:** Touch  > **More** > **Local** in the **Google+** app to start the local feature of Google Maps, where you can find all kinds of local business and attractions.

# Browser


Use **Browser** to view web pages and search for information.

## Opening the Browser

Touch  in the Home Screen and select **Browser** to use the web browser.

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

## Open a Web Page or Search the Web

1. Open the **Browser** app.
2. Touch the address box at the top of the web page. If the address box isn't visible, scroll to the top of the web page to show it.
3. Enter the address (URL) of a web page. Or, enter terms you want to search for. You can also touch  to search by voice.
4. Touch a URL or search suggestion or touch **Go** on the keyboard to open the web page or search results.

**TIP:** Touch the **X** at the bottom of the screen if you want to stop opening the page.

## Set the Homepage

Your home page opens when you open a new browser tab, and when you start **Browser** after restarting your phone.

1. Open the page you want to set as your home



page.

2. Touch the **Menu Key > Settings > General > Set homepage**.
3. Touch **Current page** or one of the following options.
  - ▶ **Blank page:** Open browser tab without opening a web page by default. This can make new Browser tabs open more quickly.
  - ▶ **Default page:** Set the factory default URL as the homepage.
  - ▶ **Most visited sites:** Every new browser tab displays a list of your frequently visited sites for you to choose from.
  - ▶ **Site Navigation:** Every new browser window displays a site navigation screen with several shortcuts to specific websites.
  - ▶ **Other:** Type a URL as the homepage.




## Get Information about the Current Page

Touch the page icon, to the left of the address box.

## Working With an Opened Page

While viewing most web pages, you can do the following operations.

- **Scroll:** Swipe the screen in any direction.
- **Zoom out:** Touch the screen with two fingers and pinch them together.
- **Zoom in:** Touch the screen with two fingers and spread them apart.


- Follow a link: Touch a link on the web page to open it.
- Go back: Touch  to return to the page you've viewed previously in the same window.
- Go forward: Touch .
- Refresh the page: Touch  to the right of the address box.
- Find text on the page: Touch the **Menu Key > Find on page** and type the terms you want to search for.
- Send the page URL to friends: Touch the **Menu Key > Share page** and select how you want to send the URL.
- Save the page for offline reading: Touch the **Menu Key > Save for offline reading**. You can touch the **Menu Key > Bookmarks > SAVED PAGES** to read them.

**NOTE:** Besides links, **Browser** also recognizes in a web page some phone numbers, addresses, and similar information for you to act on. Try touching them and see what happens.


## 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  at the bottom of the screen. A new browser window opens and the homepage is loaded.


**To switch between tabs:**

1. Touch the tabs icon  at the bottom of the screen. The number in the icon indicates the number of currently active browser windows.
2. Swipe vertically to scroll through the list of opened tabs.
3. Touch the thumbnail of the tab you want to open.

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


### **To use incognito tab for privacy browsing:**

Pages you view in incognito tabs won't appear in your browsing history or search history. No trace will be left on your phone once you close the tab.

1. Touch the tabs icon  at the bottom of the screen.
2. Touch the **Menu Key > New incognito tab**.

## **Downloading Files**

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

You can view or open the downloaded files in the **Downloads** app ( > **Downloads**) or by touching the **Menu Key > Downloads** when in the **Browser** app.

## **Using Bookmarks**

Save web URLs as bookmarks to open them easily in

the future.

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

## Bookmark a Web Page

1. Open the web page.
2. Touch the **Menu Key > Save to bookmarks**.
3. Edit the bookmark label and address if necessary, or choose a different account.

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

4. Touch **OK**.

## Edit a Bookmark

1. Touch the **Menu Key > Bookmarks** in the web page screen.
2. Touch and hold the bookmark to edit.
3. Touch **Edit bookmark**.
4. Edit the label, address, account, or location of the bookmark in the dialog that opens.
5. Touch **OK**.

## Delete a Bookmark

1. Touch the **Menu Key > Bookmarks** in the web page screen.
2. Touch and hold the bookmark to delete.
3. Touch **Delete bookmark**.
4. Touch **OK**.

## Viewing Your Browsing History

1. Open the Browser app and touch the **Menu Key > Bookmarks**.
2. Touch the **HISTORY** tab.
3. Touch a time span to view the web pages you browsed during then, or touch **Most visited** to view your frequently visited web pages. You can touch an item to reopen the web page.

## Changing Browser Settings

You can configure a number of Browser settings to customize the way you browse the web, including several that you can use to control your privacy.

To open the Browser settings screen, touch the **Menu Key > Settings** in the web page screen.



# Maps/Navigation/Latitude

## Activating Location Services

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



1. Touch the **Home Key > Menu Key > System settings > Location services**.
2. Select the location options you want to use.
  - ▶ Check **Google's location service** to use Wi-Fi and mobile networks to determine your approximate location.
  - ▶ Check **GPS satellites** to use GPS satellites to determine your location.
  - ▶ Check **Location & Google search** to let Google access your location data for some services and improved search results.

## Getting Your Location


1. Touch the **Home Key >  > Maps**.
2. Touch  at the top right.

The map centers on a dot that indicates your location.

## Searching for a Location

1. Touch the **Home Key >  > Maps**.
2. Touch  and enter the place you're looking for in the search box at the top. You can enter an address, a city, or a type of business or



establishment, for example, “museums in Shanghai.” As you enter information, suggestions from your previous searches and from popular searches appear in a list below the search box. You can touch a suggestion to search for it.


**TIP:** You can also touch  beside the search box to use voice search.

3. Touch the search key on the keyboard. Search results appear as lettered balloons on the map.
4. Touch a balloon to open a label with summary information about the location.
5. Touch the label to open a screen with more information, as well as options for obtaining directions and more.

## Getting Directions to Your Destination


Maps can provide directions for travel by foot, public transportation, or car.


1. Touch the **Home Key** >  > **Maps**.
2. Touch  at the bottom.
3. Enter a start and end point and select the mode of transportation (car, public transit, or walking). If you have enabled My Location, this will appear in the start point field by default.
4. Touch **GET DIRECTIONS**. The directions to your destination are marked on the map. Touch the left or right arrow to see the direction step by step. You can also touch **DIRECTIONS LIST** to see your route displayed in a list.

**NOTE:** Touch  > **Navigation** from the Home Screen to use Google Maps Navigation (beta) and get turn-by-turn voice directions.

## Searching for Local Places

Google Local helps you find all kinds of businesses and establishments around you. You can rate these places and get recommendations

1. Touch the **Home Key** >  > **Local**. Or from the **Maps** app, touch the top left of the screen and select **Local**.
2. Wait while you are being located. Your location, when found, is shown at the top.
3. Select a place category and the information of that type of place near you will be displayed.

You can also use the  button at the top to find the place you need.

**NOTE:** Touch the **Menu Key** > **Add a search** to add new place categories.

4. Touch a result you are interested in and check out the details and reviews about that place. You can also see the place on **Maps**, find out how to get there, give that place a call, and add your rating and review, and more.

## Sharing Location



Google Latitude lets you and your friends view each others' locations on maps and share status messages with each other.

To use **Latitude** on your phone, open the **Maps** app, touch the Maps icon at the top of the screen and



select **Latitude**. The first time you access Latitude, follow the prompts and choose to turn on location sharing, location reporting, or Wi-Fi.


In **Latitude**, you can do the following operations.

- Touch  to refresh friends' status.
- Touch **MAP VIEW** to see friends on **Maps**. You can touch the left/right arrow to switch between each friends and yourself.
- Touch  to add new friends to Latitude from contacts, via email addresses, or from suggested friends.
- Touch the **Menu Key > Show/Hide stale friends** to show or hide stale friends, who haven't updated their location with you for a while.
- Touch the **Menu Key > Location settings** to change Latitude settings.



# Google Search/Voice Search and Voice Actions

You can search for information on the web or on your phone using Google Now. You can also search the web or perform certain tasks by speaking.


## Searching With Text

1. Start the search in one of the following ways.
  - ▶ Touch the **Home Key** >  > **Google**.
  - ▶ Touch the Google search box at the top of the home screen.
2. Enter the terms you want to search for in the search box and touch the search button on the screen keyboard, or touch a search suggestion.

## Searching by Speaking

1. Touch the **Home Key** >  > **Google**.
2. Touch the microphone icon to the right of the search box, or just say 'Google'. You can also the **Home Key** >  > **Voice Search**.
3. Speak the terms you want to search for. When you're finished speaking, your speech is analyzed and the search is initiated.

## Using Voice Dialer

1. Touch the **Home Key** >  > **Voice Dialer**.
2. Follow the examples shown to dial a number or

open an application.


## Changing Search Settings

Open the **Google** app and touch the **Menu Key > Settings** to set Google Now, voice, and phone search options, and change privacy settings for your account.

# Camera

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


## Capturing a Photo

1. Touch the **Home Key** >  > **Camera**.
2. Aim the camera at the subject and make any necessary adjustment.




Number	Function
1	Switch between the front and the back cameras.
2	Change the flash setting, only available for the back camera.
3	Select color effect.
4	Select picture taking modes. You can take panorama pictures, use timing

Number	Function
	mode to let the camera take a picture later after you've touched the shutter icon, take consecutive snapshots, or enable smile detection.
5	Change the camera settings.
6	Hold the button and slide to zoom in or out. You can also press the <b>Volume Keys</b> to zoom in or out.
7	View photos and videos you have captured.
8	Capture a photo.
9	Switch between the camera and camcorder.

3. Lightly touch the shutter button , or press the **Camera Key**.



## Customizing Camera Settings

Before taking a photo, you can touch  to open the following camera setting options. Some options are only available for the back camera.

- **Scene mode:** Select scene mode at **Auto** or **Night**.
- **Grid:** Show or hide the composition **lines**.
- **Shutter Tones:** Change the shutter tone.
- **Picture size:** Set the image size for your photo.
- **Face:** Turn on or off blink detection or red-eye reduction feature.



- **Image:** Adjust image exposure, brightness, contrast, saturation and sharpness.
- **White balance:** Select how the camera adjusts colors in different kinds of light, to achieve the most natural-looking colors for your shots. Or allow the camera to adjust the white balance automatically.
- **ISO:** Select ISO level or leave it at **Auto**.
- **Review Time:** Set whether to review the photo after you take it. You can also select the review time.
- **Geo-tag:** Turn on to save location data to the captured pictures.
- **Restore Defaults:** Restore default camera settings.


## Recording a Video

1. Touch the **Home Key** >  > **Camera**.
2. Slide the switch  to open the camcorder.
3. Aim the camera at the subject and make any necessary adjustment.




Number	Function
1	Switch between the front and the back cameras.
2	Change the flash setting, only available for the back camera.
3	Change the camcorder settings.
4	Hold the button and slide to zoom in or out. You can also press the <b>Volume Keys</b> to zoom in or out.
5	View photos and videos you have captured.
6	Record a video.
7	Switch between the camera and camcorder.

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

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

## Customizing Camcorder Settings

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

- **Video quality:** Set the quality for your video.
- **Time Lapse:** Set the time interval between each frame when you shot time lapse videos.
- **White Balance:** Select how the camera adjusts


colors in different kinds of light, to achieve the most natural-looking colors for your videos. Or allow the camera to adjust the white balance automatically.

- **Geo-tag:** Turn on to save location data to the captured videos.
- **Audio Encoder:** Choose audio encoder.
- **Video Encoder:** Choose video encoder.
- **Restore Defaults:** Restore default camera settings.



# Gallery

## Opening Gallery

Touch the **Home Key** >  > **Gallery** to view albums of your pictures and videos.


## Working with Albums

When you open Gallery, all pictures and videos on your phone are displayed in a number of albums.


### To view album contents:

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

### To share albums:

1. Touch and hold an album until it is selected.
2. Touch more albums that you want to share.
3. Touch  at the top of the screen and select how you want to share the albums.



### To delete albums:

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

## Working with Pictures

Touch a picture in an album to view the picture in full screen. When viewing a picture or video in full screen, the following options are available.



- Swipe horizontally to see more pictures or videos.
- Double-tap the picture, or pinch two fingers together or spread them apart to zoom out or in.
- Touch  and select a method to share the picture or video.
- Touch  > **OK** to delete the picture or video.
- Touch the **Menu Key** to access more options. You can rotate the picture, view file detail, or send the picture to your online album.
- Touch the Gallery icon in the upper left corner to return to the album.
- Touch **Slideshow** to browse the album contents in a slideshow.
- Touch **Edit** to retouch the picture.
- Touch **Set as** to set the picture as a contact icon or a wallpaper.

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

## Retouch Your Pictures

You can edit any photos you took and some other pictures in **Gallery**. The changed picture is saved in the **Edited** album, while the original image is never affected.

1. Touch **Edit** while viewing a picture in full screen to open the Edit interface.
2. Touch the icons along the bottom of the screen to edit the picture.



Adjust saturation, light, sharpness, highlights and shadows.



Crop, rotate, straighten, flip the picture, fix red eyes, or add doodle to the picture.




Apply filters.



Apply other effects, such as warmth and fisheye.

3. To undo or redo the changes you've made to the picture, touch **Undo** or **Redo** at the top of the screen.
4. Touch **Save** to save the new picture to the **Edited** album.

## Share Your Pictures

1. Touch an album in the gallery and then touch a picture.
2. Touch  at the bottom of the screen. If the icon is invisible, touch the screen first.
3. Select how you want to share the picture.


## Working with Videos

### Play Videos


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

Touch the video to view the playback controls.

### Share Videos

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

# Music

Touch 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 audio files from your computer to your phone's memory card.

**NOTE:** The microSD card is sold separately.

### Copy from a Computer

1. Connect your phone and the computer with a USB cable.
2. Open the Notification panel and touch **Connected as ...**
3. Touch **Media device (MTP)** (if supported on the PC) or **Camera (PTP)** to browse the files on the phone storage and the microSD card.
4. Copy the music files from the PC and paste them to the phone storage or microSD card.

### Download From the Internet

You can download music files when browsing web pages. See [Browser - Downloading Files](#).


## Receive via Bluetooth

You can receive music files from other devices via Bluetooth. See [Connecting to Networks and Devices - Connecting to Bluetooth Devices - Receive Data via Bluetooth](#).


## Receive via Wi-Fi

You can receive music files from other devices via Wi-Fi. See [Connecting to Networks and Devices - Using Wi-Fi Direct](#).

## Viewing Your Music Library

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


Touch the tabs at the top of the screen to view your music library organized by **Albums**, **Artists**, **Songs**, **Playlists**, **Folders**, or **Genre Lists**.


**NOTE:** If an audio file is being played, its summary information is displayed at the bottom of the music library screen. Touch  to open the playback screen.

## Set a Song as the Default Ringtone

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

1. Touch the **Home Key** >  > **Music** to see the music library.


**NOTE:** If you are in the playback screen, touch  to return to the music library.


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

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

## Delete a Song

1. Touch the **Home Key >  > Music** to see the music library.

**NOTE:** If you are in the playback screen, touch  to return to the music library.

2. Touch  next to a song in any list.
3. In the menu that opens, touch **Delete > OK**.

## Playing Music

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




Number	Function
1	Album artwork. Swipe left or right to see lyrics (if available) or the current playlist.
2	Touch to toggle repeat mode: no repeat, repeat the current song, or repeat the current playlist.
3	Touch to return to the music library.
4	Touch to add the song to or remove it from favorites. Your favorite songs can be found in the <b>Favorite</b> playlist in the <b>Playlists</b> tab.
5	Playback control. Skip songs or pause and resume playback. Drag the slider to jump to any part of the song.
6	Touch to play the current playlist in shuffle mode, where tracks are played in random order.

## Managing Playlists

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


### Create a Playlist

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


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




## Add a Song to a Playlist

1. Touch  next to the song in the music library.
2. In the menu that opens, touch **Add to playlist**.
3. Touch the name of the playlist you want the song added to. The song is added to the playlist.

## Remove a Song from a Playlist


1. Open a playlist.
2. Touch  next to the song you want to remove.
3. Touch **Remove from playlist**.

## Delete or Rename a Playlist

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


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

# Play Music

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

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

## Playing Your Music

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

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

Touch a song to play it. When the song is playing, touch the album artwork to display more options.



Number	Function
1	Touch to return to the library.
2	Song and artist names.
3	Album artwork.
4	Playback control. Skip songs, pause and resume playback, use shuffle or repeat. Drag the progress bar to jump to any part of the song.
5	Rate the song.
6	Touch to see the current playlist (queue).
7	Search for music.

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

- In the **Play Music** app, touch the Now Playing bar at the bottom (portrait mode) of the screen to restore the playback screen.
- In other apps, flick down the notification panel. Touch the song title to restore the playback screen, or just pause/ resume playback, or skip to


the next/previous song.

- When the screen is locked, the song information, album cover as well as playback control is displayed on the top of the screen. You can pause/resume playback or skip songs.

## Managing Playlists

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


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

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


### To rearrange songs in a playlist:

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

### To remove songs from a playlist:

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

### To rename or delete a playlist:

1. Swipe to the **PLAYLISTS** tab in the music library to see all the playlists.
2. Touch and hold a playlist or touch  next to the playlist.





3. Touch **Rename** or **Delete** in the menu that opens.


**NOTE:** Certain automatically created playlists such as **Last added** cannot be renamed or deleted.

# Sound Recorder

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

## Recording a Voice Memo

1. Touch the **Home Key** >  > **Sound Recorder**.
2. Touch  to start recording. Touch  > **OK** to cancel recording if you change your mind.
3. Touch  to stop recording. The memo is automatically saved.


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


## Playing a Voice Memo

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

Touch  at the bottom of the screen.

**To play any saved memo:**

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


**NOTE:** You can also touch  next to a memo to delete, rename, share, check file information, add a tag, or set it as your phone ringtone.

# More Apps

## Alarm

Set alarms or turn the phone into a bedside clock.


### Set a New Alarm

1. Touch the **Home Key** >  > **Alarm**.
2. Touch a default alarm to configure it, or touch **Add alarm** at the bottom of the screen to create a new alarm.
3. Set up the alarm options, such as time, repeat, and alarm sound.
4. Touch **SAVE** to save enable the alarm.


**TIP:** You can touch   in front of an existing alarm to enable or disable it.

### Use Bed Clock

Bed clock displays all alarms you have set.


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



## Backup and Restore

Touch the **Home Key** >  > **Backup & restore**. You can back up your user data, such as contacts and messages, and installed applications to the memory card regularly. If the data get lost, restore it from the memory card.


Touch **Settings** > **Help** to view detailed guide.

## Calculator

Touch the **Home Key** >  > **Calculator**.

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

## Chrome

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

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

## Downloads

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


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



- Touch a file to open it with the appropriate application.
- Touch and hold a file, or check the box in front of it, to delete or share it.

## File Manager

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


Touch the **Home Key** >  > **File Manager**. Touch the folder name at the top of the screen to switch between the external microSD card storage and the internal phone storage.

**NOTE:** The microSD card is sold separately.


## News and Weather

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

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

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


## NotePad

Touch the **Home Key** >  > **NotePad** to save and view your text notes.


Touch **New** at the bottom to create a new note. Then enter your text and touch **Save** to save it.


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

## Software Update

Touch the **Home Key** >  > **Software update**. You can check your system's software status, check for updates, or change update settings.

## Task Manager

Touch the **Home Key** >  > **Task Manager** to view or stop applications.

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

## Timer

Touch the **Home Key** >  > **Timer** to use stopwatch or time countdown.

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

## World Time

Touch the **Home Key** >  > **World time** to check local time for cities around the world.


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

## YouTube

Touch the **Home Key** >  > **YouTube**.

You can watch YouTube videos or upload your own.

# Settings

Touch the **Home Key** >  > **Settings**. The **Settings** app contains most of the tools for customizing and configuring your phone.

## General Settings

### Airplane Mode

Swipe the **ON/OFF** switch to turn on or off airplane mode.

### Wi-Fi

Turn Wi-Fi on or off and configure your Wi-Fi connections. See [Connecting to Networks and Devices - Connecting to Wi-Fi](#).

When Wi-Fi is on, touch the **Menu Key** > **Wi-Fi Direct** in the **Wi-Fi** menu to share data between two devices via Wi-Fi directly. See [Connecting to Networks and Devices - Using Wi-Fi Direct](#).

### Bluetooth

Turn Bluetooth on or off and configure your Bluetooth connections. See [Connecting to Networks and Devices - Connecting to Bluetooth Devices](#).

### Mobile Networks

Control mobile data use, select mobile network and set access point names. See [Connecting to Networks and Devices - Connecting to Mobile Networks](#).

## Sound

Adjust volumes and toggle sound and mute (see *Personalizing - Adjusting Volumes*), set up ringtone and notification sound (see *Personalizing - Changing Ringtone and Notification Sound*), and select system sounds.

## Display

- **Brightness:** Set the brightness of the display.
- **Wallpaper:** Select a background image for the home screen.
- **Sleep:** Set the length of time of inactivity before the screen turns off automatically.
- **Font size:** Set the font size of the text on the screen.
- **Pulse notification light:** Flash the LED light to notify you of missed calls, new messages, and other events.

## Date and Time

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

## Language and Input

- **Language:** Select a language and region for your system.
- **Spell checker:** Use Android 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.

- **KEYBOARD & INPUT METHODS:** Configure text input settings. See *Knowing the Basics - Entering Text - Touch Input Settings*.
- **Voice Search:**
  - ▶ **Language:** Select the language you use when entering text by speaking or searching by speaking.
  - ▶ **Speech output:** Control when the phone should output speeches.
  - ▶ **Block offensive words:** Replace offensive words with an asterisk (\*) when you use Google voice recognition to transcribe your voice into text.
  - ▶ **Hotword detection:** Allow you to launch voice search by saying 'Google'.
  - ▶ **Download offline speech recognition:** Enable voice input while you're off the Internet.
- **Text-to-speech output:**
  - ▶ **PREFERRED ENGINE:** Select the speech synthesis engine you want to use or change its settings.
  - ▶ **Speech rate:** Select how quickly you want the synthesizer to speak.
  - ▶ **Listen to an example:** Play a brief sample of the speech synthesizer, using your current settings.
- **Pointer speed:** Select how fast the pointer/mouse should scroll when you connect the phone to a trackpad or mouse accessory.

# Wireless and Networks

## Data Usage

Touch the **ON/OFF** switch to turn on or off mobile data.

You can check how much data has been used during the time circle you set, set mobile data limit and warning, see what app has been using mobile data, allow data roaming or restrict background data for individual apps.

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

## Portable Hotspot

Share your phone's mobile data connection with PCs or other devices via Wi-Fi. See [Connecting to Networks and Devices - Sharing Your Mobile Data Connection - Share Your Mobile Data Connection as a Wi-Fi Hotspot.](#)

## VPN

Set up and connect to virtual private networks. See [Connecting to Networks and Devices - Connecting to Virtual Private Networks.](#)

## USB Tethering

Share your phone's mobile data connection with PCs or other devices via a USB cable. See [Connecting to Networks and Devices - Sharing Your Mobile Data Connection - Share Your Mobile Data Connection via USB.](#)

## Bluetooth Tethering

Share your phone's mobile data connection with PCs or other devices via Bluetooth connections. See [Connecting to Networks and Devices - Sharing Your Mobile Data Connection - Share Your Mobile Data Connection via Bluetooth.](#)

## Device

### Storage

Check memory information for your external memory card and internal storage.

- **Unmount SD card:** Unmount the memory card from your phone so that you can safely remove the card while the phone is on.
- **Erase SD card:** Erase all data on your memory card and prepare it for use with your phone.

**NOTE:** The microSD card is sold separately.

### Battery

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

### Apps

See apps installed on your phone and manage them.

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

**NOTE:** Not all applications can be moved or



uninstalled.

## Connect to PC

Select the USB connection mode between your phone and PC. See [Connecting to Networks and Devices - Connecting to Your Computer via USB - Connect Your Phone to a Computer via USB.](#)

## Activate This Device

Touch **Activate** to make a special call. Listen to the instructions to activate your phone service.

## Personal

### Location Services

Activate location services to determine your location. See [Maps/Navigation/Latitude - Activating Location Services.](#)

Select **Location & Google search** to improve Google search results and other services using your location information.

### Security

- **Screen lock:** Choose Long press, Face Unlock, Pattern, PIN, or Password as the screen lock or turn the protection off by selecting **None**. See [Personalizing - Protecting Your Phone with Screen Locks.](#)
- **Make pattern visible:** Show the pattern as you draw it.
- **Automatically lock:** Set the time needed for the lock protection to be activated after the screen

turns off.

- **Power button instantly locks:** Lock protection is activated immediately when you press the **Power Key**.
- **Vibrate on touch:** Vibrate as you draw the pattern or enter the PIN/password to unlock the phone.
- **Owner info:** Set the text that you may display on the lock screen.
- **Encrypt phone:** Encrypt your data on the phone to protect your privacy. See *Personalizing - Protecting Your Phone with Encryption*.
- **Make passwords visible:** Display passwords as you enter them.
- **Device administrators:** View or deactivate apps you have authorized to be device administrators.
- **Unknown sources:** Check this option to permit installation of apps from sources other than the Play Store.
- **Trusted credentials:** Display trusted CA certificates.
- **Install from SD card:** Install certificates from the memory card.
- **Clear credentials:** Delete all certificates.

## Backup and Reset

- **Back up my data:** Back up app data, Wi-Fi passwords, and other settings to Google servers after you sign in to your Google account.
- **Backup account:** Displays the Google accounts whose information gets backed up. You must sign

in with one or more of these accounts on a new or reset device to retrieve the associated information. To add a new account, touch **Backup account > Add account**.

- **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 personal data from the phone's internal storage will be erased. You can also erase the data on the memory card during the process.

## Accounts

Manage your accounts and synchronization. Touch **Add account** to sign in to or create accounts on your phone.

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

## System

### Accessibility

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

### Developer Options















**Developer options will** contain settings that are useful when developing Android applications.





## About Phone

View phone status, legal information and other information. You can also upgrade your phone system or firmware.

# For Your Safety

## General Safety

	Do not use while re-fuelling.
	Do not use hand-held while driving.
	This device may produce a bright or flashing light.
	For body-worn operation maintain a separation of 15 mm.
	Do not dispose of it in a fire.
	Small parts may cause a choking hazard.
	Avoid contact with magnetic media.
	This device may produce a loud sound.
	To prevent possible hearing damage, do not listen at high volume levels for long periods.
	Avoid Extreme Temperatures.
	Keep away from pacemakers and other personal medical devices.
	Avoid any contact with liquid, keep it dry.
	Switch off when instructed in hospitals and medical facilities.
	Do not attempt to disassemble.

	Switch off when instructed in aircrafts and airports.
	Do not rely on this device for emergency communications.
	Switch off in explosive environments.
	Only use approved accessories.

## Radio Frequency (RF) Energy

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

This phone is designed and manufactured not to exceed the emission limits for exposure to radio frequency (RF) energy set by the Federal Communications Commission of the United States, Industry Canada of Canada.

During SAR testing, this device is 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 employs a unit of measurement known as the Specific Absorption Rate, or SAR. The SAR limit set by the FCC is 1.6W/kg, and 1.6W/kg by Industry Canada.

This device is compliance with SAR for general population /uncontrolled exposure limits in ANSI/IEEE C95.1-1992 and Canada RSS 102, and had been tested in accordance with the measurement methods and procedures specified in OET Bulletin 65 Supplement C, and Canada RSS 102. This device has been tested, and meets the FCC, IC 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](http://www.fcc.gov/oet/ea/fccid) after searching on FCC ID: Q78- ZTEN9101.

For this device, the highest reported SAR value for usage against the head is 1.30 W/kg, for

usage near the body is 1.39 W/kg.

During simultaneous transmission (for example, making a phone call and using Wi-Fi at the same time), the highest SAR value reported is 1.59 W/kg.

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

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 body-worn accessory, which contains metal, was not tested and certified, and use of such body-worn accessory, should be avoided.

## FCC Compliance

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



interference received, including interference that may cause undesired operation.

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

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

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

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.

- Consult the dealer or an experienced radio/TV technician for help.

## Using Phone with a Hearing Aid Device

Your ZTE Imperial is compliant with the FCC Hearing Aid Compatibility (HAC) requirements. For additional HAC information, including the HAC rating of this product, please refer to [www.zteusa-support.com](http://www.zteusa-support.com).

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

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

These ratings are not guaranteed. Results will vary, depending on the level of immunity of your hearing device and the degree of your hearing loss. If your hearing device happens to be

vulnerable to interference, you may not be able to use a rated phone successfully. Trying out the phone with your hearing device is the best way to evaluate it for your personal needs.


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

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

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

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

## Turning on the HAC Setting

To turn on the HAC function, touch the **Home Key** >  > **Phone** > **Menu Key** > **Settings** and tick the **Hearing aids** check box. For detailed information, refer to “Using Your Phone with a Hearing Aid Device” in the manual.

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

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

## Distraction

### Driving

Full attention must be given to driving at all times in order to reduce the risk of an accident. Using a

wireless mobile phone while driving, (even with a hands free kit) causes distraction and can lead to an accident. You must comply with local laws and regulations restricting the use of wireless mobile phones while driving.

## **Operating machinery**

Full attention must be given to operating the machinery in order to reduce the risk of an accident.

## **Product Handling**

- You alone are responsible for how you use your mobile phone and any consequences of its use.
- You must always switch off your mobile phone wherever the use of such device is prohibited. Use of your mobile phone is subject to safety measures designed to protect users and their environment.
- Always treat your mobile phone and its accessories with care and keep it in a clean and dust-free place.
- Do not expose your mobile phone or its accessories to open flames or lit tobacco products.
- Do not expose your mobile phone or its accessories to liquid, moisture or high humidity.
- Do not drop, throw or try to bend your mobile phone or its accessories.
- Do not use harsh chemicals, cleaning solvents, or aerosols to clean the mobile phone or its accessories.

- Do not paint your mobile phone or its accessories.
- Do not attempt to disassemble your mobile phone or its accessories, only authorized personnel must do so.
- Charge your mobile phone within 0 degree Celsius and 50 degree Celsius; use your mobile phone within a temperature range between -10 and +60 degree Celsius. Do not expose your mobile phone or its accessory outside the range of minimum -10 till maximum +60.
- Please check local regulations for disposal of electronic products.

## **Small Children**

- Do not leave your mobile 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 mobile phone.
- Your mobile phone contains small parts with sharp edges that may cause an injury or which could become detached and create a choking hazard.

## **Demagnetization**

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

## **Electrostatic discharge (ESD)**

Do not touch the microSD card's metal connectors.

## **Power supply**

Do not connect your mobile phone to the power supply or switch it on until instructed to do so in the installation instructions.

## **Car Air Bags**

- Do not place the mobile phone in the area over an air bag or in the air bag deployment area.
- Store the mobile phone safely before driving your vehicle.

## **Seizures/Blackouts**

This mobile phone is capable of producing bright flashing lights.

## **Repetitive Motion Injuries**

To minimize the risk of RSI, when texting or playing games with your mobile phone:

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

## **Loud Noise**

This mobile phone is capable of producing loud noises which may damage your hearing.

## **Emergency Calls**

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

## **MP3 and video player function**

- When listening to pre-recorded music or watching videos on your mobile phone, with headphones or earphones at high volumes, you run the risk of permanent damage to your hearing. Even if you are used to listening to music at a high volume and it seems acceptable to you, you still risk damaging your hearing. Reduce the sound volume to a reasonable level and avoid using headphones for an excessive period of time to avoid hearing damage.
- Different headphones, earphones or ear buds may deliver a higher or lower volume, at the same volume setting on your mobile phone. Always start at a low volume setting.
- Do not listen to music or video with headphones while driving.

## **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 the battery terminals.

## Faulty and Damaged Products

- Do not attempt to disassemble the mobile phone or its accessory.
- Only qualified personnel must service or repair the mobile phone or its accessory.
- If your mobile phone or its accessory has been submerged in water, punctured, or subjected to a severe fall, do not use it until you have taken it to be checked at an authorized service centre.

## Battery Handling & Safety

- Do not disassemble or crush, bend or deform, puncture, or shred.
- Do not modify or remanufacture, attempt to insert foreign objects into the battery, immerse or expose to water or other liquids, expose to fire, explosion or other hazard.
- Only use the battery for the system for which it is specified.

- Only use the battery with a charging system that has been qualified by ZTE. Use of an unqualified battery or charger may present a risk of fire, explosion, leakage, or other hazard.
- Do not short-circuit a battery or allow metallic conductive objects to contact battery terminals.
- Replace the battery only with another battery that has been qualified with the system per this standard, IEEE-Std-1725. Use of an unqualified battery may present a risk of fire, explosion, leakage or other hazard.
- Promptly dispose of used batteries in accordance with local regulations.
- Battery usage by children should be supervised.
- Avoid dropping the phone or battery.
- Improper battery use may result in a fire, explosion, or other hazard.
- The phone shall only be connected to products that bear the USB-IF logo or have completed the USB-IF compliance program.

## Interference

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

### **Pacemakers**

Pacemaker manufacturers recommend that a minimum separation of 15 cm be maintained between a mobile device and a pacemaker to avoid potential

interference with the pacemaker.

## **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 device may interfere with the operation of your medical device.

## **Hospitals**

Switch off your wireless mobile phone when requested to do so in hospitals, clinics or health care facilities. These requests are designed to prevent possible interference with sensitive medical equipment.

## **Aircraft**

- Switch off your wireless mobile phone whenever you are instructed to do so by airport or airline staff.
- Consult the airline staff about the use of wireless mobile phones on board the aircraft, if your

mobile phone offers a ‘flight mode’, this must be enabled prior to boarding an aircraft.

## **Explosive environments**

### **Petrol stations and explosive atmospheres**

- In locations with potentially explosive atmospheres, obey all posted signs to turn off wireless mobile phones such as your phone or other radio equipment.
- Areas with potentially explosive atmospheres include fuelling areas, below decks on boats, fuel or chemical transfer or storage facilities, areas where the air contains chemicals or particles, such as grain, dust, or metal powders.

### **Blasting Caps and Areas**

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

## **Vehicles Equipped with an Airbag**

An airbag inflates with great force. Do not place objects, including either installed or portable wireless equipment, in the area over the airbag or in the airbag deployment area. If in-vehicle wireless equipment is improperly installed and the airbag inflates, serious injury could result.

## Third Party Equipment

The use of third party equipment, cables or accessories, not made or authorized by ZTE, may invalidate the warranty of the mobile phone and also adversely affect the mobile phone's operation. For example, use only the ZTE charger supplied with the mobile phone.

## Efficient Use

For optimum performance with minimum power consumption, do not cover the mobile phone with anything. Covering the mobile phone may cause the mobile phone to operate at higher power levels than needed, and may shorten the using time of the battery.