T · · Mobile·®

myTouch Q™   **User Manual**

Contents

1 Read Before Proceeding

1.1 Safety Precautions

Please read the safety precautions carefully to ensure the correct use of your mobile phone.

Do not crash, throw, or puncture your mobile phone. Avoid the falling, squeezing, and bending of your mobile phone.

Do not use your mobile phone in a moist environment, such as the bathroom. Prevent your mobile phone from being soaked or washed in liquid.

Do not switch on your mobile phone when it is prohibited to use phones or when the phone may cause interference or danger.

Do not use your mobile phone while driving.

Follow any rules or regulations in hospitals and health care facilities. Switch off your mobile phone near medical apparatus.

Switch off your mobile phone in aircraft. The phone may cause interference to control equipment of the aircraft.

Switch off your mobile phone near high-precision electronic devices. The phone may affect the performance of these devices.

Do not attempt to disassemble your mobile phone or its accessories. Only qualified personnel are allowed to service or repair the phone.

Do not place your mobile phone or its accessories in containers with a strong electromagnetic field.

Do not place magnetic storage media near your mobile phone. Radiation from the phone may erase the information stored on them.

Do not put your mobile phone in a high-temperature place or use it in a place with flammable gas such as a gas station.

Keep your mobile phone and its accessories away from children. Do not allow children to use your mobile phone without guidance.

Use only approved batteries and chargers to avoid the risk of explosions.

Observe any laws or regulations on the use of wireless devices. Respect others' privacy and legal rights when using your wireless device.

Strictly follow the relevant instructions of this manual while using the USB cable. Otherwise your mobile phone or PC may be damaged.

1.2 Personal Information and Data Security

The use of some functions or third-party applications on your device could result in your personal information and data being lost or becoming accessible to others. Several measures are recommended to help you protect personal and confidential information.

• Place your device in a safe area to prevent it from unauthorized use.

• Set your device screen to lock and create a password or unlock pattern to open it.

- Periodically back up personal information kept on your SIM/USIM/ISIM card, memory card, or stored in your device memory. If you change to a different device, be sure to move or delete any personal information on your old device.

- If you are worried about viruses when you receive messages or emails from a stranger, you can delete them without opening them.

- If you use your device to browse the Internet, avoid websites that might pose a security risk to avoid theft of your personal information.

- If you use services such as Wi-Fi tether or Bluetooth, set passwords for these services to prevent unauthorized access. When these services are not in use, turn them off.

- Install or upgrade device security software and regularly scan for viruses.

- Be sure to obtain third-party applications from a legitimate source. Downloaded third-party applications should be scanned for viruses.

- Install security software or patches released by Huawei or third-party application providers.

- Some applications require and transmit location information. As a result, a third-party may be able to share your location information.

- Your device may provide detection and diagnostic information to third-party application providers. Third party vendors use this information to improve their products and services.

- If you have concerns about the security of your personal information and data, please contact mobile@huawei.com.

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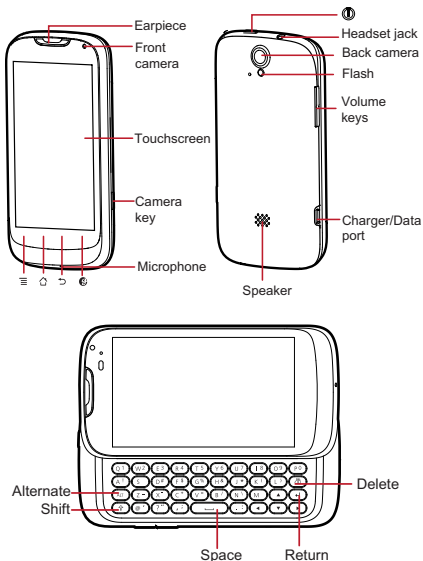
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Customers shall comply with all applicable export or import laws and regulations and be responsible to obtain all necessary governmental permits and licenses in order to export, re-export or import the product mentioned in this manual including the software and technical data therein.

2 Getting Started

⚠ All the pictures in this guide are for your reference only. Your phone's actual display features may be different to those described here, depending on its software version.

2.1 Phone at a Glance

Earpiece
Front camera
Touchscreen
Camera key
Microphone

Headset jack
Back camera
Flash
Volume keys
Charger/Data port
Speaker

Alternate
Shift
Space
Return
Delete

2.2 Key Functions at Your Fingertips

|	
ⓞ	• Press and hold to power on your mobile phone. • Press and hold to open the **Phone options** menu. • Press to lock the screen when your mobile phone is active.
⤺	• Touch to return to the previous screen or exit the application you are running. • Touch to hide the keyboard.
☰	Touch to open the menu on an active screen.
⌂	• Touch to return to the Home screen. • Touch and hold to show the most recently used applications.
ⓖ	Press to open the Genius.

2.3 Installing the SIM Card

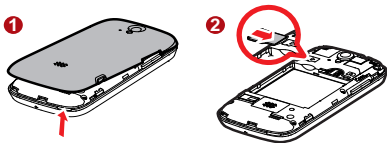There are two steps to install the SIM card:
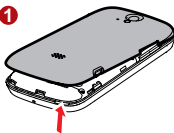
1. Remove the battery cover.
2. Insert the SIM card.

2.4 (Optional) Installing the microSD Card

Your mobile phone is already equipped with a large-volume built-in embedded MultiMediaCard (eMMC). If you want to expand your phone memory, you can also insert a microSD card.

1. Remove the battery cover.
2. Insert the microSD card into the card slot as shown in the diagram.

2.5 Installing the Battery

1. Angle the edge labeled **a** (with the contacts) into the bottom end of the battery compartment.
2. Push the edge labeled **b** into the compartment until the battery clicks firmly into place.

2.6 Charging the Battery

Before charging the battery, ensure that it has been properly installed on your phone.


1. Connect the USB cable that came with your mobile phone to the charger.
2. Connect the other end of the USB cable to your mobile phone. Then, to start charging, plug the charger into an electrical outlet.

If you charge your mobile phone while it is powered on, the battery icon on the notification bar indicates the charging status. When the battery icon changes to , your mobile phone is fully charged.

2.6.1 Status Indicator

The color of the status indicator tells you the status of your mobile phone's battery.

Status Indicator
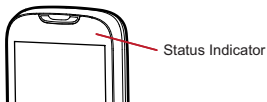
Green: Fully charged (when connected to charger).

Orange: Charging in progress (when connected to charger).

Red: Battery low.

2.7 Important Information About the Battery

- If the battery has not been used for a long time, you may not be able to power on your mobile phone immediately after you begin charging the battery. Allow the battery to charge for a few minutes with the phone powered off before attempting to power the phone on.

- As it ages, the battery's performance will degrade, in particular it will not hold charge as it did when it was new. When the battery life becomes noticeably shorter than usual after being charged properly, replace the battery with a new one of the same type.

- Using data services increases the power consumption of the phone and will therefore reduce the length of time that the phone can be used between battery charges.

- The time required to fully charge the battery depends on the ambient temperature and the age of the battery.

- When the battery power is low, the phone will alert you and display a message. When the battery power is almost exhausted, your phone will power off automatically.

2.8 Power Saving Tips

The longevity of battery power depends on the network to which you connect, and how you use your mobile phone.
Try the following to conserve battery power:

- When your mobile phone is not in use, turn off the screen backlight.
- Reduce the time it takes for your screen backlight to turn off when your phone is idle.
- Lower the screen brightness.
- Turn off Bluetooth when you are not using it. Only make your phone visible to other Bluetooth devices when you need to establish a Bluetooth connection.
- Turn off Wi-Fi when you are not using it.
- Turn off your phone's GPS receiver when you are not using it.

- Lower the volume.
- Close power-draining programs, when you do not need them.
- Turn off the data service.

2.9 Power On or Off Your Mobile Phone

2.9.1 Powering On Your Mobile Phone

Press and hold $\textcircled{0}$. The first time you power on your phone, you will be asked to sign in to your account and set up your mobile phone.

 If personal identification number (PIN) protection is enabled on your mobile phone, you must enter your PIN before using the mobile phone.

2.9.2 Setting Up Your Mobile Phone

The first time you power on your mobile phone, the phone displays a setup wizard to help you set up the phone.
The setup wizard helps you:

- Learn about your mobile phone
- Create or sign in to your account
- Make some initial decisions about how you want to use your mobile phone

2.9.3 Turning On Fast Boot

1. Touch $\overline{\underline{\underline{\equiv}}}$ > **Settings** > **Applications**.

2. Select the **Fast boot** check box.

 Do not turn on **Fast boot** while on an airplane.

2.9.4 Powering Off Your Mobile Phone

1. Press and hold $\textcircled{0}$ to open the **Phone options** menu.

2. Touch **Power off**.

 If **Fast boot** is enabled, the phone will enter the deep sleep mode. If **Fast boot** is disabled, touch **OK** to shut down the phone.

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2.9.5 Restarting Your Mobile Phone

1. Press and hold 🔘 to open the **Phone options** menu.

2. Touch **Restart**.

3. Touch **OK**.

2.10 Using the Touchscreen

2.10.1 Touchscreen Actions

- **Touch**: Tap the screen with your finger to select an item, confirm a selection, or start an application.

- **Touch and hold**: Touch an item with your finger and do not release it until the mobile phone responds. For example, to open the options menu for the active screen, touch and hold the screen until the menu appears.

- **Flick**: Move your finger either vertically or horizontally across the screen.

- **Drag**: Touch and hold the desired item with your finger. To move an item, drag the item to any part of the screen. You can drag an icon to move or delete it.

2.10.2 Rotating Your Mobile Phone Screen

The orientation of most screens will change to landscape or portrait view when you rotate your phone sideways.

🔍 On the Home screen, touch ▦ > **Settings** > **Display** > **Auto-rotate screen** to disable this function.
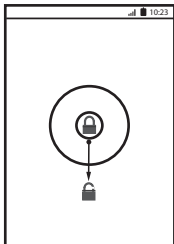
2.11 Locking and Unlocking the Screen

2.11.1 Locking the Screen

- When your phone is on, press 🔘 to lock the screen. When the screen is locked, you can still receive messages and calls.

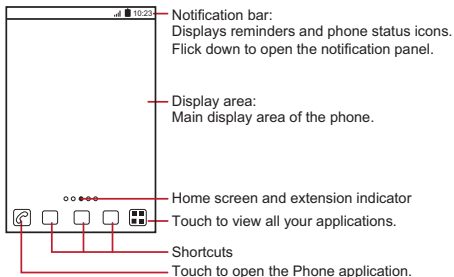- If your phone is idle for a while, the screen will lock automatically.

2.11.2 Unlocking the Screen

1. Press ⏻ to wake up the screen.

2. Drag the lock icon from up to down to unlock the screen.

🔍 If you have set up a screen unlock pattern, you will be prompted to draw the pattern on the screen to unlock it.

2.12 Home Screen

Notification bar:
Displays reminders and phone status icons.
Flick down to open the notification panel.

Display area:
Main display area of the phone.

Home screen and extension indicator

Touch to view all your applications.

Shortcuts

Touch to open the Phone application.

Touch and hold a shortcut until the mobile phone vibrates, you can then drag it to your desired location or move it to the trash. You can also drag an icon from another area of the screen to the shortcut position.

2.12.1 Notification and Status Icons

...	Signal strength	...	No signal
...	Connected to GPRS mobile network	...	GPRS in use
...	Connected to EDGE mobile network	...	EDGE in use
...	Connected to 4G mobile network	...	4G in use
...	Roaming	...	Airplane mode
...	Bluetooth on	...	Receiving location data from GPS
...	Speakerphone on	...	Alarm enabled
...	Vibration mode	...	Ringer silenced
...	Call muted	...	Charging battery
...	Battery full	...	Battery extremely low
...	Call in progress	...	Missed call
...	Call in progress with a Bluetooth headset used	...	New mail from Gmail

	New text or multimedia message		Problem with text or multimedia message delivery
talk	New chat message		New email
	New voicemail		Connected to a PC
	Open Wi-Fi network available		Upcoming event
	Uploading		Downloading
	Phone storage space is getting low		Sign-in or synchronization problem
	Preparing the mircoSD card		More undisplayed notifications
	Synchronizing data		Synchronization failed
	Portable Wi-Fi hotspot on		USB tethering on
	Connected to a VPN		Disconnected from a VPN

2.12.2 Notification Panel

Your mobile phone will notify you when you receive a new message or there is an upcoming event. The notification panel also informs you of alarms and settings. Open the notification panel to see your network operator or to view a message, reminder, or event notification.

Opening the Notification Panel

1. When a new notification icon appears on the notification bar, place your finger on the notification bar and flick down to open the notification panel.

🔑 You can also open the notification panel from the Home screen: Touch ☰ > **Notifications** to open the panel.

2. On the panel, you can:
   • Touch a notification to open the related application.
   • Touch **Clear** to clear all notifications.

Closing the Notification Panel

Touch and hold the bottom of the panel. Then flick up to close it.

2.12.3 Viewing Other Parts of the Home Screen
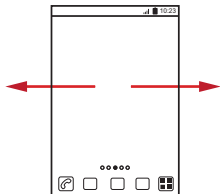
Flick your finger left or right across the Home screen.

2.12.4 Customizing the Home Screen

Adding a New Home Screen Item

1. Touch and hold a blank area on the Home screen until the **Add to Home screen** menu is displayed.

🔎 You can also touch ☰ > **Add** on the Home screen to display the **Add to Home screen** menu.

2. Select an item to add it to the Home screen.

Moving a Home Screen Item

1. Touch and hold an item on the Home screen until the item expands in size and the mobile phone vibrates.

2. Without lifting your finger, drag the item to the desired position on the screen, and then release it.

Removing a Home Screen Item

1. Touch and hold an item on the Home screen until the item expands and the mobile phone vibrates.

2. Without lifting your finger, drag the item to the trash can. When the item and the trash can turn red, the item is ready to be removed.

3. Release the item to remove it from the Home screen.

2.12.5 Service Shortcuts

1. Open the notification bar.

2. Touch 🛜 , 🔋 , 🛰 or 🔄 at the top of the screen to turn Wi-Fi, Bluetooth, GPS and Auto-rotate on or off.

2.12.6 Changing the Wallpaper

1. On the Home screen, touch ☰ > **Wallpaper**.

2. Touch the following menu items to select a picture and set it as the wallpaper:
   • **Gallery**
   • **Live wallpapers**
   • **Wallpapers**

2.13 Using a microSD Card

2.13.1 Using the microSD Card as a USB Mass Storage

To transfer all your favorite music and pictures from your PC to your mobile phone's microSD card, set the microSD card as a USB mass storage.

1. Connect your mobile phone to your PC with the USB cable provided. Your PC will detect the microSD card as a removable storage device.
2. Open the notification bar, and then touch **USB connected**.
3. Touch **Turn on USB storage** in the dialog box that opens to confirm that you want to transfer files.

You can now transfer files from your PC to your mobile phone's microSD card.

⚠ When your microSD card acts as a USB mass storage, your mobile phone will not use this memory space. Ensure that you follow the correct procedures to disconnect the USB mass storage device (your mobile phone) from the PC when you have finished transferring files.

2.13.2 Removing the microSD Card

1. On the Home screen, touch ▦ > **Settings**.
2. Scroll down the screen, and then touch **Storage** > **Unmount SD card**.
3. Carefully remove the microSD card.

3 Calling

To make a phone call, you can dial a number using the keypad or touch a number saved in your contact list, on a webpage, or in other places. When you are in a call, you can answer other incoming calls or redirect them to your voicemail. You can also set up conference calls with several participants.

3.1 Making a Call

To make a call, you can use the **Dialer** application, or select a number from **Contacts** or **Call log**.

When you are in a call, you can touch ⌂ to use other functions. To return to the call screen, flick the notification bar down and touch **Current call**.

(!) Be careful not to block the microphone at the bottom of your phone if you want your voice heard by the other parties in a call.

3.1.1 Making a Call with the Dialer Application

Your mobile phone supports the SmartDial function, that is, when you touch numbers on the dialer, the phone automatically searches among your contacts and lists the matching results ordered according to the accuracy of the match. If no contacts match the information entered, the phone will not display any result.

1. On the Home screen, touch ▪▪ > **Dialer** to display the dialer.

    If you are already working with **Contacts** or **Call log**, touch the **Dialer** tab.

2. Touch the appropriate number keys to enter the phone number.

3. Touch 📞 to initiate the call.

    During a call, touch **Dialpad** to enter other numbers on the dialpad.

3.1.2 Making a Call from Contacts

1. On the Home screen, touch ▪▪ > **Contacts** to display the contact list.

    If you are already working with **Dialer** or **Call log**, touch the **Contacts** tab.

2. In the list, touch the contact you want to call.

3. Touch 📞 to dial the phone number.

3.1.3 Making a Call from Call log

1. On the Home screen, touch ▪▪ > **Call log** to display the call log.

    If you are already working with **Contacts** or **Dialer**, touch the **Call log** tab.

2. Touch 📞 to the right of the log entry to dial.

🔍 If you touch and hold a log entry, the options menu will open.

3.2 Answering or Rejecting a Call

3.2.1 Answering an Incoming Call

When you receive a phone call, the incoming call screen opens. If you have previously saved the caller's number in **Contacts**, the caller's name and number are displayed. If the caller's number is not saved in **Contacts**, the caller's number is displayed.

Drag ⊙ to the right to answer the call.
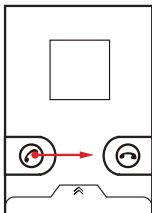
3.2.2 Ending a Call

During a call, touch **End** to hang up.

3.2.3 Rejecting an Incoming Call

Drag ⊙ to the left to reject the call.
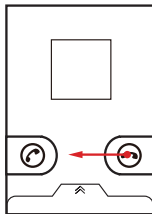
You can also drag up the bar at the bottom of the screen to reject a call and send the caller a message.

3.3 Other Operations During a Call

3.3.1 Making a Conference Call

If you receive a new call while you are already in a call, you can add the second call to the call you are in. This feature is known as conference calling. You can also set up a conference call with multiple callers.

ⓘ Contact your network operator to ask if conference calls are supported and, if yes, how many parties can participate.

1. To initiate a conference call, dial the number of the first participant. After you have connected to the first participant, keep the connection open, touch **Add call**.

2. Enter the phone number of the next person you want to invite for the conversation and touch ☎ , or select someone from your **Call log** or **Contacts**. The first participant is automatically placed on hold while you do this.

3. Once you have connected to the second person, touch **Merge calls** to begin the conference call.

4. To end the conference call and disconnect from everyone, touch **End**.

3.3.2 Switching Between Calls

If you receive a new call while you are already in a call, you can switch between the two calls.

1. While you are in the first call and the second call comes in, answer the incoming call, and then touch **Swap**.

2. The current call is placed on hold and you are connected to the first call.

3.4 Using the Call log

The **Call log** contains a list of calls that you have dialed, received, and missed. You can use the call log to find a recently called number quickly or add a number from the call log to your contact list.

3.4.1 Adding an Entry to Contacts

1. If you are already working with **Dialer** or **Contacts**, touch the **Call log** tab.

2. Touch and hold the entry you want to add to your **Contacts**.

3. Touch **Add to contacts** in the options menu.

4. Touch **Create contact** or scroll through the contact list and touch an existing contact name.

3.5 TTY Operation

3.5.1 Using the TTY Device

The Teletypewriter (TTY) is a typewriting device. By connecting the phone to the TTY device, you can use the TTY functions to send/receive messages. When you use the TTY function, do as follows:

1. Connect the TTY device to the headset jack of the phone and set the phone to the TTY mode.

2. Make or answer calls as normal.

3. When the call is put through, use the TTY device to send or receive the letters.

4. Touch **End** to end the call.

3.5.2 Setting the TTY Mode

1. touch ▉▉ > **Settings** > **Call settings** > **TTY mode**.

2. Select one TTY mode.

   • **TTY Off**: The standard voice speaking mode and the listening mode.

   • **TTY Full**: Transmit and receive the TTY characters.

   • **TTY HCO**: Transmit TTY characters but receive by listening to the earpiece.

   • **TTY VCO**: Receive TTY characters but transmit by speaking into the microphone.

3.6 Setting Hearing Aid Compatibility

Touch ▉▉ > **Settings** > **Call settings** > **Hearing aids** to set your phone to be compatible with a hearing aid.

3.7 Using Airplane Mode

Some locations may require you to turn off your phone's wireless connections. Rather than powering off your phone, you can place it in **Airplane mode**.

1. Press and hold $\textcircled{0}$.
2. Touch **Airplane mode** in the options menu.

4 Contacts

The **Contacts** application enables you to save and manage information such as phone numbers and addresses of your contacts. After you save contact information on your mobile phone, you have easy access to the people with whom you want to communicate.

4.1 Opening the Contacts Application

If you have not yet added any contacts to your mobile phone, **Contacts** displays a message with hints on how to start adding contacts information.

On the Home screen, touch $\blacksquare\blacksquare$ > **Contacts** to open the **Contacts** application. All of your contacts are displayed alphabetically in a list that you can scroll through.

4.2 Importing Contacts from a SIM Card

1. In the contact list, touch $\overline{\equiv}$ > **Manage contacts**.
2. Touch **Copy from SIM card**.
3. Wait for the SIM card contents to be loaded. Select the contacts you want to import or touch **Select All** to select all contacts.
4. Touch **Copy**.
5. If you have more than one account on your phone, touch the account into which you want to import the contacts.

4.3 Adding a Contact

1. In the contact list, touch ☰ > **Create contact**.

2. Touch **MobileLife Contacts** tab to select the account type or set the default account type.

⚠ If you need to set the default account type, please first select the **Use by default for this action** check box, then touch the account you want to set.

3. If you have more than one account with contacts, touch the account to which you want to add the contact.

4. Enter the contact's name, and then add detailed information such as phone number and address.

⚠ Some fields may not be available when you're adding contacts to your SIM card.

5. When you are finished, touch **Save** to save the contact information.

4.4 Adding a Contact to Your Favorites

• Touch and hold the contact you want to add to **Favorites**. Then touch **Add to Favorites**.

• Touch a contact, and then touch the star to the right of the contact's name. The star turns gold.

4.5 Searching for a Contact

1. In the contact list, touch ☰ > **Search**.

2. Enter the name of the contact you wish to search for. As you type, contacts with matching names appear below the search box.

🔍 On the contact list screen, you can touch a letter on the right to display contacts starting with the touched letter.

4.6 Editing a Contact

You can make changes to the information you have stored for a contact at any time.

1. In the contacts list, touch and hold the contact whose details you want to edit, and then touch **Edit contact** in the options menu.
2. Touch the category of contact information you wish to change: name, phone number, email address, or any other information you recorded earlier.
3. Make the desired changes to the contact information, and then touch **Save**. To cancel all of your changes, touch **Cancel**.

4.7 Communicating with Your Contacts

From the **Contacts** or **Favorites** tab, you can quickly call or send a text (SMS) or multimedia (MMS) message to a contact's default phone number. You can also open details to view a list of all the ways you can communicate with that contact. This section describes how to communicate with a contact when you view your contacts list.

4.7.1 Using Quick Contact for Android

1. Touch the contact's picture or picture frame (if you have not assigned a picture to the contact) to open Quick Contact for Android.
2. Touch the icon for the way you want to communicate with the contact.

  The icons available depend on the information you have entered for the contact, the applications installed on your phone, and the accounts you have.

4.7.2 Communicating with a Contact

1. In the contacts list, touch the contact that you want to communicate with.
2. On the contact's details screen, touch the icon to the right of the number to call or send messages.

4.8 Deleting a Contact

1. In the contacts list, touch and hold the contact that you want to delete, and then touch **Delete contact** in the options menu.
2. Touch **OK** to confirm that you want to delete the contact.

4.9 Backing Up and Synchronizing Contacts

You can back up contacts from your phone to a microSD card, or synchronize phone contacts with a server using your Google account.

4.9.1 Using a microSD Card to Back Up Contacts

Backing Up Contacts

1. In the contact list, touch ≡ > **Manage contacts**.
2. Touch **Backup to SD card** in the displayed menu.
3. Touch **OK** to export your phone contact's information to the installed microSD card.

You can copy the .vcf files backed up on the microSD card to your computer. The files are stored in the microSD card's **Contact** folder.

Restoring Contacts

1. In the contact list, touch ≡ > **Manage contacts**.
2. Touch **Restore from SD card** in the displayed menu, and then select the account type for the imported contacts.

If there is more than one .vcf files saved on the microSD card, you can choose to restore one, multiple, or all the of them.

4.9.2 Using a Google Account to Synchronize Contacts

You can synchronize contacts using your Google account. For details, see Changing an Account's Synchronization Settings.

4.10 Managing Groups

4.10.1 Creating a Group

1. On the Home screen, touch ⬛⬛ > **Contacts**. Then flick the tab bar to the left and touch **Groups**.

2. In the groups list, touch ☰ , and then touch **Create group**.

3. Enter the name and picture you want to assign to the group, and then set a ringtone for it.

4. Touch ☰ > **Add members** to add members to the group.

5. Select the contacts to be added to the group, and then touch **OK**.

6. When you are finished, touch **Save** to save the group information.

🔍 You can only add contacts saved in the phone memory to a group.

4.10.2 Editing a Group

You can always make changes to the information you have saved for a group.

1. In the groups list, touch and hold the group whose details you want to edit, and then touch **Edit group** in the options menu.

2. Make the desired changes to the group information, and then touch **Save**. To cancel all changes you made to the group information, touch **Cancel**.

4.10.3 Adding a Contact to Your Groups

To add a contact to your groups, you can do any of the following:

• Touch and hold the contact you want to add to **Groups**. Then touch **Add to groups**.

• When editing a group, touch ☰ , and then touch **Add members** to select the contacts you want to add to group.

🔍 You can add contacts in phone memory rather than in SIM/USIM/ISIM card to a group.

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4.11 Joining and Separating Contacts

You may have duplicate contacts if you import contacts by:

• Adding an account, such as a Gmail account.

• Using other methods, such as exchanging emails.

To avoid duplication, join two or more contacts together to form a single contact.

4.11.1 Joining Contacts

1. On the Home screen, touch **::** > **Contacts**.

2. Touch a duplicated contact.

3. Touch **Joined Contacts**, and then touch **Add contact**.

4. Select the contact to be joined to combine two duplicate contacts.

Two contacts will be joined together and displayed as one contact. Touch the contact to view the joined information. You can see that the contact is joined together by two contacts. You can also combine more than two contacts.

4.11.2 Separating Contacts

If contact information from different sources was joined together in error, you can separate the contacts.

1. On the Home screen, touch **::** > **Contacts**.

2. Touch the joint contact to be separated.

3. Touch the option for separating a contact.

4. Select the contact to be separated from the joint contact.

The joint contact is then separated into two contacts displayed separately in **Contacts**.

4.12 Sending Contacts

You can send contacts as a .vcf file via Bluetooth or Email.

1. In the contacts list, touch ☰ , and then touch ☑ .

2. Select contacts that you want to send.

3. Touch **Send**.

4. Select the way you prefer to send the contacts you have selected, for example Bluetooth or Email.

🔍 You can send one contact by another way. Touch and hold a contact, touch **Send contact**, and then select the way you prefer to send.

5 Using the Onscreen Keyboard

5.1 Displaying the Keyboard

To enter text, use the onscreen keyboard. Some applications open the keyboard automatically. In others, touch a text field to open the keyboard.

Touch ↰ to hide the keyboard.

🔍 Touch and hold a text field to open the **Edit text** menu.

5.1.1 Choosing an Input Method

1. Touch and hold a text field until the **Edit text** menu is displayed.

2. Touch **Select input method**.

3. Select the input method.

5.1.2 Using the Android Keyboard

Touch to delete a character to the left of the cursor.
Touch and hold to delete all characters to the left of the cursor.

Touch to insert a space.

Touch to enter text by voice.

Touch to select or set input method.

Touch to change from the text mode to the symbol/number mode.
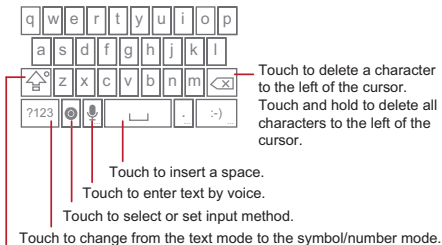
Touch once to capitalize the next letter you type.
Touch twice to capitalize all letters to be entered.

ⓘ The keyboard layout may vary slightly depending on the field where you are entering text. The previous figure is provided for your reference only.

🔍 On the Home screen, touch ▓▓ > **Settings** > **Language & keyboard** > **Android keyboard** > **Voice input** to turn on or turn off voice input.

5.1.3 Using the Swype Keyboard

Touch to delete a character to the left of the cursor. Touch and hold to delete all characters to the left of the cursor.

Touch to insert a space.

Touch to change from text mode to symbol/number mode.

Touch and hold to open settings.

Touch once to capitalize the next letter you type.

Touch twice for all caps.

bay
To enter a word, just drag your finger over the letters in the word.

I'll
To capitalize, go above the keypad.

To enter apostrophes in common words drag through the 'n'.

To enter double letters, circle the letter.

ⓘ The keyboard layout may vary slightly depending on the field where you are entering text. The previous figure is provided for your reference only.

5.1.4 Using the Landscape Keyboard

If you find the keyboard inconvenient or difficult to use, turn your mobile phone sideways. The screen will display the keyboard in landscape orientation, providing you with a wider keyboard layout.

5.1.5 Using the Phone Keypad

Press $\boxed{\text{ALT}}$ and $\boxed{\upshape}$ to switch between input modes. In different input modes, the cursor is displayed in different forms, as described in the following table.

$\boxed{\text{ALT}}$	Cursor: $\curlyvee$	To enter the character printed at the top of a key, press $\boxed{\text{ALT}}$ first and then the desired key.
	Cursor: $\curlyvee$	To enter only the characters printed at the top of keys, press $\boxed{\text{ALT}}$ twice before typing. Press $\boxed{\text{ALT}}$ again to switch back to the main characters printed on keys.
$\boxed{\upshape}$	Cursor: $\curlywedge$	To enter one uppercase letter, press $\boxed{\upshape}$ first and then the desired key.
	Cursor: $\curlywedge$	To enter only uppercase letters, press $\boxed{\upshape}$ twice before typing. Press $\boxed{\upshape}$ again to input lowercase letters.
$\boxed{\text{⌫}}$		To delete a character, press $\boxed{\text{⌫}}$. Press and hold the key to delete more characters quickly.
$\boxed{\hookleftarrow}$		To start a new line, press $\boxed{\hookleftarrow}$.

5.2 Customizing Keyboard Settings

1. On the Home screen, touch $\boxed{\text{::}}$ > **Settings** > **Language & keyboard**.

2. In **Keyboard settings**, select an input method to customize the keyboard settings.

6 Messages

The **Messages** application allows you to exchange text messages (SMS) and multimedia messages (MMS) with anyone using an SMS-or-MMS-capable phone. With the **Email** application you can read and send emails.

6.1 SMS and MMS

6.1.1 Opening Messages

Touch ∷ > **Messages**.

6.1.2 Creating and Sending a Text Message

1. Touch ∷ > **Messages** > **New message**.

2. Enter a phone number or a contact's name in the **To** field, or touch 🧑 to select a contact from **Contacts** or **Groups**.

   As you enter the phone number or the contact's name, the phone displays possible matches from your contacts. Select a contact from the list of possible matches or continue entering.

   After you select a contact or finish entering a number, add a comma and you can enter another recipient. You can also touch a previously entered contact again to edit or delete it.

3. Touch the composition text box to start entering your message.

4. When you are ready to send the message, touch **Send**.

Sent and received messages will be displayed in a message thread, grouping together the messages in a conversation.

6.1.3 Creating and Sending a Multimedia Message

You can use multimedia messages to make everyday communications very special. You can record a message and send it as an audio file, sing 'Happy Birthday' and send it to friend, or send a slideshow of photographs of a special event. The possibilities are endless.

1. Touch ∷ > **Messages** > **New message**.

2. Enter a phone number in the **To** field, or touch 🧑 to select a contact from **Contacts** or **Groups**.

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3. Touch the composition text box to start entering your message.

4. Touch ☰ to display the options panel.

   • Touch **Add subject** to add the message subject. Your mobile phone is now in multimedia message mode.

   • Touch **Add** to add a picture, music, or video file.

5. When the message is ready to be sent, touch **Send**.

📎 On the message editing screen, you can also touch 📎 , and then select your desired files to add.

📎 You can select a media file (music, video or picture) and send it as an attachment in a multimedia message. In **File Manager**, touch and hold a media file, and then touch **Share** > **Messages**.

Adding a Slideshow

If you want to attach more than one file to your message, use the **Slideshow** option.

1. On the message editing screen, touch ☰ to display the options panel.

2. Touch **Add** > **Slideshow**, and then select a slide to start editing it.

3. Touch ☰ and then touch **More** > **Add slide** to add more slides.

4. Touch **Done** to finish composing your message and return to the multimedia message screen.

5. To alter your multimedia message, touch the slideshow on the multimedia message screen. When the message is ready to be sent, touch **Send**.

6.1.4 Opening and Viewing a Multimedia Message

1. In the message list, touch the message thread you wish to view.

2. Touch the multimedia message to view the message.

6.1.5 Replying to a Message

1. In the message list, touch a text or multimedia message thread to open it.

2. Touch the text box to compose your message. Once finished, touch **Send**.

📎 You can also do the following to reply to a message: Touch ☰ > **Multiselect**, select one or more message threads, and touch **Reply**.

6.1.6 Copying a Text Message to Notepad or Calendar

1. In the message list, touch a text message thread to open it.

2. Touch and hold one of the messages, and then touch **Copy message to**.

3. Touch **Notepad** or **Calendar** to save it as a note or an event.

For information about how to use **Notepad** or **Calendar**, see the relevant sections of this guide.

6.1.7 Customizing Message Settings

In the message list, touch $\overline{\underline{\underline{\underline{\equiv}}}}$, and then touch **Settings** to customize the message settings.

6.2 Email

Your mobile phone also puts email at your fingertips. With your phone's **Email** application, you can use your email account with Yahoo!, AOL, or other popular email services on your phone.

6.2.1 Adding an Email Account

When using the **Email** application for the first time, you must configure an email account. The Email setup wizard helps you to configure your account. A number of popular email systems are supported. You can work with the same email service that you use on your PC or you can select another email service.

1. On the Home screen, touch ▪▪ > **Email**.

2. In the email system list, select a system, or select **Others**.

3. To customize your email settings, follow the onscreen instructions, and then touch **Next**.

4. Enter the account name and the name you want other people to see when they receive an email from you.

5. Touch **Done**.

Adding Other Email Accounts

1. After creating your initial email account, touch ☰ on the **Inbox** screen, and then touch **More** > **Accounts** to access the accounts screen.

2. Touch ☰ on the accounts screen, and then touch **Add account** to create another email account.

🔍 When adding an additional email account, you have the option to use the new account to send all outgoing messages.

6.2.2 Viewing an Email Message

1. On the accounts screen, touch the email account you want to use.

2. Access a folder, and then touch the message that you want to view.

6.2.3 Saving an Email Attachment

1. On the accounts screen, touch the email account you want to use.

2. Touch the email message you want to view.

3. Touch **Save** next to the attachment in the email.

4. Select a path for saving the attachment and touch **Save**.

6.2.4 Creating and Sending an Email Message

1. On the accounts screen, touch the email account you want to use.

2. On the **Inbox** screen, touch ☰ , and then touch **Compose** in the options panel.

3. In the **To** field, enter the recipients' name or email address.

4. Enter the subject of your message and compose the message.

   To send an attachment with the message, touch ☰ , and then touch **Add attachment**.

5. When you are finished, touch **Send**.

   If you are not ready to send the message, touch **Save as draft** or touch ↩ to save the message as a draft.

6.2.5 Replying to an Email Message

1. On the accounts screen, touch the email account you want to use.

2. Touch the email message to which you want to reply.

3. Touch **Reply** or **Reply all** to reply to the email message.

6.2.6 Deleting an Email Account

1. On the accounts screen, touch and hold the email account you want to delete.

2. Touch **Remove account**.

3. Touch **OK**.

6.2.7 Changing Email Account Settings

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

⚠ Your account's incoming and outgoing settings depend on the kind of email service you are using. You can enter the necessary details manually, although you may need to contact your email service provider to obtain the correct information.

1. Touch ▦ > **Email**.

2. On the accounts screen, touch and hold the email account you want to change.

3. Touch **Account settings**.

4. Change **General settings**, **Notification settings**, or **Server settings**.

7 Getting Connected

7.1 Mobile Networks

Your mobile phone will be automatically configured to use your network operator's 2G/3G service (if available) when you turn on the phone for the first time. Note that the SIM/USIM/ISIM card must be inserted (some CDMA mobile phones have an integrated USIM/ISIM card and do not need a separate USIM/ISIM card)

7.1.1 Checking the Network Connection

1. Touch ▀▀ > **Settings**.

2. Touch **Wireless & networks** > **Mobile networks**.

3. Touch **Network operators** or **Access Point Names** to check the network connection.

ⓘ Do not change the access point parameters; otherwise, you might not be able to access network resources.

7.1.2 Turning on the Data Service

1. Touch ▀▀ > **Settings**.

2. Touch **Wireless & networks** > **Mobile networks**.

3. Select the **Data enabled** check box to turn on the data connection.

7.2 Wi-Fi

Wi-Fi gives you wireless access to broadband Internet. To use Wi-Fi on your mobile phone, you must have an access to wireless access points (hotspots). Obstacles that block the Wi-Fi signal will reduce its strength.

7.2.1 Turning On Wi-Fi

1. Touch ▀▀ > **Settings**.

2. Touch **Wireless & networks**, and then select the **Wi-Fi** check box to turn on Wi-Fi.

7.2.2 Connecting to a Wireless Network

1. After turning on Wi-Fi, touch ▀▀ > **Settings**.

2. Touch **Wireless & networks** > **Wi-Fi settings**. You will see a list of detected Wi-Fi networks in the **Wi-Fi networks** section.

3. Touch a Wi-Fi network to connect to it.
   - If you select an open network, you will be automatically connected to the network.
   - If you select a network that is secured with Wired Equivalent Privacy (WEP) and connect to it for the first time, enter the password as prompted, and then

touch **Connect**. If you connect to a secured wireless network that you have already used, you will not be prompted to enter the password again unless you have reset your mobile phone to its default settings.

🔍 On the **Wi-Fi settings** screen, touch **Add Wi-Fi network** to add a new Wi-Fi network.

7.3 Sharing Your Phone's Data Connection

Tethering and WiFi Hotspot may include a separate charge. Please contact your carrier for more information.

You can share your mobile phone's data connection with a single computer via a USB cable: USB tethering. You can share your mobile phone's data connection with a number of devices at the same time, by turning your phone into a portable Wi-Fi hotspot.

7.3.1 Installing the USB tethering Driver

If your computer is running Windows 7 or a recent distribution of some flavors of Linux (such as Ubuntu), you typically do not need to prepare your computer for tethering. But if you are running an earlier version of Windows or another operating system, you may need to prepare your computer to establish a network connection via USB. Install the **USB tethering** driver in the following steps:

1. Connect a USB cable to a computer. The computer will automatically recognize the phone.
2. Choose **Start** > **My Computer**, and then double-click **Mobile Partner**.
3. Open the **drivers** folder and then open the **usbnet_driver_win2k_xp** folder. Double-click the link **DownloadActiveSync.url**.
4. Download and install **ActiveSync 4.5** or a later version.
5. After the installation, you are able to use USB tethering.

7.3.2 Sharing Your Phone's Data Connection via USB

To use USB tethering in different operating systems, you may need to prepare your computer to establish a network connection via USB.

⚠ You cannot share your mobile phone's data connection and access its microSD card via USB at the same time.

1. Touch ▪▪ > **Settings**.

2. Touch **Wireless & networks** > **Tethering and Mobile HotSpot**.

3. Select the **USB tethering** check box to share your data connection.

7.3.3 Sharing Your Phone's Data Connection as a Portable Wi-Fi Hotspot

1. Touch ▪▪ > **Settings**.

2. Touch **Wireless & networks** > **Tethering and Mobile HotSpot**.

3. Select the **Mobile HotSpot** check box to share your data connection.

When **Mobile HotSpot** is selected, you can touch **Mobile HotSpot settings** to change its network name or secure it.

7.4 Browser

Your mobile phone comes with an Internet browser pre-installed.

7.4.1 Opening the Browser

When known or open Wi-Fi networks and mobile data networks are available at the same time, your phone will preferably select a Wi-Fi network for Internet access.

Touch ▪▪ > **Browser** to open the home page.

Touch ☰ to open the browser options menu and perform one of the following operations:

• **New window**: Touch to open a new window.

• **Bookmarks**: Touch to display bookmarks.

• **Windows**: Touch to view thumbnails of open browser windows. You can switch to another browser window or open a new one on this screen.

• **Refresh**: Touch to refresh the current webpage.

• **Forward**: Touch to browse the next web page.

• **More**: Touch to open other menus and perform operations such as searching, selecting text, downloading, or setting options.

7.4.2 Opening a Webpage

1. In a browser window, touch the URL field at the top of the screen.

2. Use the keyboard to enter a webpage address. You can touch 🎤 to enter the web page address by voice.

3. As you enter the address, matching webpage addresses will appear on the screen. If you see the address you want, touch it and go directly to that webpage or complete entering your desired webpage.

7.4.3 Setting a Home Page

1. In a browser window, touch ☰ .

2. Touch **More** > **Settings** > **Set home page**.

3. Enter the address of the desired home page, and then touch **OK**.

7.4.4 Managing Bookmarks

You can store as many bookmarks as you want on your mobile phone.

Adding a Bookmark

1. In a browser window, go to the webpage you want to save as a bookmark.

2. Touch ☰ , and then touch **Bookmarks** > **Add**.

3. Edit the bookmark name and then touch **OK**.

Opening a Bookmark

On the **Bookmarks** screen, touch the **History** tab to view the pages you have visited, or touch the **Most visited** tab to view the pages you have visited most frequently.

1. In a browser window, touch ☰ , and then touch **Bookmarks**.

2. Touch the bookmark of the website you want to open.

7.4.5 Customizing Browser Settings

Customize the browser to suit your browsing style. Use **Browser** to set page content, privacy, and security preferences. In a browser window, touch ☰ , and then touch **More** > **Settings**.

7.5 Bluetooth

Your mobile phone has Bluetooth, which allows you to create a wireless connection with other Bluetooth devices so you can share files with your friends, talk hands-free with a Bluetooth headset, or even transfer photos from your phone to your PC.
If you are using Bluetooth, remember to stay within 10 meters (33 feet) of the other Bluetooth devices to which you want to connect. Be aware that obstacles like walls or other electronic equipment may interfere with your Bluetooth connection.

7.5.1 Turning On Bluetooth

1. Touch ** > **Settings**.

2. Touch **Wireless & networks**, and then select the **Bluetooth** check box to turn on Bluetooth. When Bluetooth is turned on, the Bluetooth icon appears in the notification bar.

3. Touch **Bluetooth settings**, and then select the **Discoverable** to make your mobile phone visible to other Bluetooth devices.

7.5.2 Pairing with and Connecting to a Bluetooth Device

Your mobile Bluetooth lets you do the following:

• Hands Free Profile (HFP): allows you to use a hands-free Bluetooth device.

• Headset Profile (HSP): allows you to use a mono Bluetooth headset.

• Object Push Profile (OPP): allows you to transfer files over a Bluetooth connection.

• Advanced Audio Distribution Profile (A2DP): allows you to use a stereo Bluetooth headset.

• A/V Remote Control Profile (AVRCP): allows you to control audio playing using a Bluetooth headset remotely.

Before you use Bluetooth, pair your mobile phone with another Bluetooth device as follows:

1. Ensure that the Bluetooth function on your mobile phone is enabled.

2. On the Home screen, touch ** > **Settings** > **Wireless & networks** > **Bluetooth settings**. Your mobile phone will then scan for Bluetooth devices in range.

3. Touch the device you want to pair your mobile phone with.

4. If required, enter the pairing password to complete the connection.

7.5.3 Sending Files via Bluetooth

With Bluetooth, you can share pictures, videos, or music files with your family and friends. To send files via Bluetooth:

1. Touch and hold the file to be sent in your mobile phone or SD card. The active options menu is displayed.

2. Touch **Share**, then **Bluetooth** to select a paired device.

7.5.4 Disconnecting from or Unpairing with a Bluetooth Device

1. Touch ▐▐ > **Settings** > **Wireless & networks** > **Bluetooth settings**.

2. Navigate to the **Bluetooth devices** section, and then touch and hold the device to which you are connected.

3. Touch **Unpair** to disconnect from the device.

8 Entertainment

In addition to being a communication device and personal assistant, your mobile phone also provides you with a multitude of entertainment possibilities. You can take photos, create videos and audio clips, and download and listen to music.

8.1 Taking Photos and Recording Videos

The camera is a combination of camera and camcorder that you can use to shoot and share pictures and videos.

8.1.1 Opening Your Camera

• Touch ▐▐ > **Camera** to open the camera. The camera opens in landscape mode, ready to take a picture or record a video.

• Touch ⇆ to close the camera.

Capture Screen

Touch to take a photo.

Touch to customize
the camera settings.

Touch to switch
the camera light
on or off.

Touch to switch between
front camera and
back camera.

Touch to switch between
camera and video modes.

Settings

Flash

Back

Camera

In camera mode, slide left or right the zoom bar to zoom in or out.

Thumbnail of the last photo. Touch to preview the photos or videos.
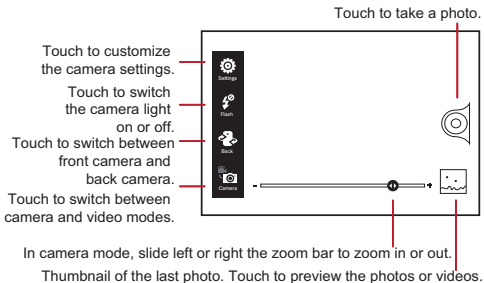
8.1.2 Taking a Photo

1. Open your camera application and switch it to camera mode.

2. If necessary, change the camera settings. The preview changes as you change the settings.

3. Frame your photo within the photo capture screen.

4. Touch ⓞ to take your photo.

Photos taken are displayed for a moment. You can take another photo or review your photos.

8.1.3 Viewing Your Photos

1. After taking a photo, a thumbnail of the photo you have just taken is shown in the lower right corner of the capture screen. Touch the thumbnail to view it.

2. Touch the onscreen button to do any of the following:

   • Touch **Share** to share the photo with others.

   • Touch **Delete** to delete the photo.

   • Touch **More** > **Set as** to set the photo as a contact icon or the wallpaper.

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8.1.4 Recording a Video

1. Open the camera application, and then switch it to camcorder mode.

2. If necessary, change the camcorder settings.

3. Frame the scene with which you want to start your video.

4. Touch ◉ to start recording a video.

5. Touch ◉ to stop recording.

8.1.5 Viewing Your Videos

1. After recording a video, a thumbnail of the video you have just recorded is shown in the lower right corner of the capture screen. Touch the thumbnail to view it.

2. Touch the onscreen buttons to do any of the following:

   • Touch **Share** to share the video with others.

   • Touch **Delete** to delete the video.

   On the video playback screen, touch the controls to fast-forward or rewind or to play or pause the video.

3. If you want to view more videos, flick your finger left or right across the screen.

8.2 Using the Gallery

Your **Gallery** application can automatically search for pictures and videos on your mobile phone and microSD card. Use **Gallery** to sort photos and videos into folders, view and edit pictures, watch videos, and set a picture as wallpaper or as a photo for a contact.

8.2.1 Opening the Gallery

On the Home screen, touch ▪▪ > **Gallery**.

The **Gallery** application categorizes your pictures and videos by storage location and displays these files in folders. Touch a folder to view the pictures or videos inside.

8.2.2 Viewing a Picture

1. In **Gallery**, touch the folder that contains the pictures you want to view.

2. Touch the picture to view it in full-screen mode.

3. Touch the screen. Then the zoom panel appears. You can zoom in or zoom out on the picture.

🔍 The picture viewer supports the automatic rotation function. When you rotate your mobile phone, the picture adjusts itself to the rotation.

8.2.3 Rotating a Picture

1. When viewing a picture, touch ☰ to display the operations panel.

2. Touch **More**.

3. Select either **Rotate Left** or **Rotate Right**. The picture is saved with the new orientation.

8.2.4 Cropping a Picture

1. When viewing a picture, touch ☰ to display the operation panel, and then touch **More** > **Crop**.

2. Use the cropping tool to select the portion of the picture to crop.
   - Drag from the inside of the cropping tool to move it.
   - Drag an edge of the cropping tool to resize the image.
   - Drag a corner of the cropping tool to resize the image without changing its length to width ratio.

3. Touch **Save** to save the cropped picture. Touch **Discard** to discard the changes.

8.3 Enjoying Music

You can download music files to your PC or insert a CD and copy the files to your microSD card so you can listen to music on your mobile phone.

8.3.1 Copying Music to the microSD Card

1. Connect the phone to your computer with a USB cable and mount the microSD card.

2. On the PC, navigate to the USB drive and open it.

3. Create a folder in the root directory of the microSD card (for example, **Play Music**).

4. Copy the music from your computer to the folder you have created.

5. After copying music, unmount or eject the drive as required by your PC's operating system to safely remove the mobile phone.

6. Disconnect the mobile phone from the PC.

8.3.2 Opening the Media Library

Touch ▪▪ > **Play Music** to display the media library.
The **Play Music** application organizes your music files by storage location. It contains six tabs: **RECENT**, **ARTISTS**, **ALBUMS**, **SONGS**, **PLAYLISTS** and **GENRES**.

8.3.3 Playing Music

1. Touch a category on the music library screen.

2. Touch the song you want to play.

🔧 When you are listening to music, touch ⌂ , to use another application. Your music continues to play. To return to the music controls, open the notification panel and then touch the song.

8.3.4 Adding Music to a Playlist

1. Touch a category on the music library screen.

2. In the list that appears, select the song you want to add to the playlist.

3. Touch and hold the song, and then touch **Add to playlist** in the options menu.

   • Touch an existing playlist to add the song to an existing playlist.

   • Touch **New playlist** to create a playlist and add the song to it.

8.3.5 Playing a Playlist

1. Touch the **PLAYLISTS** tab on the music library screen.

2. Touch and hold the playlist you want to play.

3. Touch **Play** to play the playlist.

8.4 Listening to the FM Radio

The FM radio lets you listen to FM radio programs on your mobile phone. Since the FM radio uses the provided wired stereo headset as its antenna, before opening the application, connect the headset to your phone's the audio jack.

8.4.1 Opening the FM Radio

1. On the Home screen, touch ■■ > **FM Radio** to open the application.
2. The first time you open FM radio, touch **Auto tuning**, which automatically scans for available FM channels, saves them as presets, and plays the first FM channel found.

8.4.2 Tuning the FM Radio

Open the **FM Radio** application, and then do the following:

- Touch |◀◀ or ▶▶| to tune the radio to the previous or next channel.
- Slide the knob left or right to perform precision tuning. When a channel is found, touch ☰ , then **Save channel**. Enter the channel name, touch **OK**, and then select an empty channel to save the new channel to the channel list.
- Touch ☰ > **Auto tuning** to scan automatically for available FM channels.

9 Google Services

ⓘ Availability of Google applications, services, and features may vary according to your country or carrier. Please follow local laws and regulations to use them.

When you turn on your mobile phone for the first time, touch a Google services such as **Talk**, **Gmail**, or **Play Store**, and you will be prompted to sign in to your Google account.

ⓘ Ensure that your mobile phone has an active data connection (3G/GPRS) before you sign in to your Google account.

If you already have a Google account, touch **Sign in** and enter your username and password.

9.1 Creating a Google Account

If you do not have a Google account, you can create one:

1. After reading the setup information, touch **Next**.

2. Touch **Create**.

3. Enter the first name, last name, and user name for your Google account, and then touch **Next**. The mobile phone will connect to a Google server to check whether the username is available. If the username you entered is already in use, you will be prompted to choose another one or select one from a list.

4. Enter and confirm your Google account password.

5. Select a security question from the drop-down menu, and then enter the answer.

6. Touch **Create**.

7. When the **Google Terms of Service** screen appears, touch **I agree, Next**.

8. Enter the characters that appear on the screen, and then touch **Next**.

To use another Google account, go to the **Accounts & sync settings** screen, and touch **Add account** to select which type of accounts you want to add.

9.2 Gmail

Gmail is Google's web-based email service. When you first set up your phone, you may have configured it to use an existing **Gmail** account or create a new account. The first time you open the **Gmail** application on your phone, your **Inbox** will contain the messages from your **Gmail** web account.

9.2.1 Opening Gmail

On the Home screen, touch ░ > **Gmail**. The **Inbox** mail list appears. Any emails you decide to keep on your mobile phone will go to your **Inbox** folder.

9.2.2 Switching Between Accounts

1. In the mail list, touch ☰ , and then touch **Accounts**.

2. Touch the account that contains the email you want to read.

9.2.3 Creating and Sending an Email

1. In the mail list, touch ☰ , and then touch **Compose**.
2. Enter the message recipient's email address in the **To** field. If you are sending the email to several recipients, separate the email addresses with commas. You can add as many message recipients as you want.

   If you want to send a copy (Cc) or a blind copy (Bcc) of the email to other recipients, touch ☰ , and then touch **Add Cc/Bcc**.
3. Enter the email subject and write your email.

   If you want to add a picture attachment, touch ☰ , and then touch **Attach** to select the picture you want to attach.
4. After writing your email, touch 🖾 .

9.2.4 Replying to or Forwarding an Email

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

9.2.5 Searching for an Email

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

9.2.6 Customizing Your Gmail Settings

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

9.3 Talk

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

9.3.1 Opening Talk

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

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

9.3.2 Adding a Friend

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

9.3.3 Accepting an Invitation

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

9.3.4 Starting a Chat

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

9.3.5 Setting Notifications for New Instant Messages

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

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

9.3.6 Signing out of Talk

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

9.4 Maps

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

9.4.1 Enabling the Location Service

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

1. On the Home screen, touch ▦ > **Settings**.

2. Touch **Location & security**.

3. In the **My Location** section, select the **Use wireless networks** check box, the **Use GPS satellites** check box, or both.

9.4.2 Opening Maps

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

9.4.3 Searching for Places of Interest

1. On the map, touch ☰ , and then touch **Search**.

2. Enter the place you want to search for in the search box, and then touch the Search icon.

3. Your search results will then be displayed. Touch a place you are interested in and the application will show where it is on the map.

9.4.4 Getting Directions

1. While viewing a map, touch ☰ , and then touch **Directions**.

2. Enter the starting point in the first text box, and then enter your destination in the second text box.

3. Touch the icon for car, public transit, or walking directions.

4. Touch **Get directions**. Your directions will appear in a list.

5. Touch a direction item on the list to show it on the map.

6. When you finish viewing or following the directions, touch ☰ , and then touch **Clear Map** to reset the map.

9.5 YouTube

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

9.5.1 Opening YouTube

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

9.5.2 Searching for a Video

1. On the **YouTube** screen, touch ☰ , and then touch **Search**.

2. Enter a search keyword, and then touch the Search icon.

3. You will see a number of search results displayed below the notification bar. Scroll through the results and touch a video to watch it.

9.5.3 Sharing a Video

From the video list on the **YouTube** screen, select a video clip and touch ![icon].

9.6 Play Store

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

9.6.1 Opening Play Store

1. On the Home screen, touch ![icon] > **Play Store**.

2. When you open **Play Store** for the first time, the **Google Play Terms of Service** window will appear. Touch **Accept** to continue.

9.6.2 Installing an Application

1. In the **Play Store**, select a category, and then touch the application you want to download. On the application details screen, you can view more information about the selected application, such as its cost, overall rating, user comments, and similar applications in which you might be interested. You can also scroll down to view information about the application developer, including other applications from the same developer and a link to the developer's website. In addition, you can send the developer an email.

2. To install the application, touch **Download** (if it is free) or touch the button with its price (if it is not free), and confirm your download or purchase.

3. To check the progress of a download, open the notification panel. Most applications are installed within seconds. To stop an application from downloading, touch the cross (×).

After the application has been downloaded and installed on your mobile phone, the content download icon appears in the notification bar.

![icon] If you want to install a non-Play Store application, touch ![icon] > **Settings** > **Applications**, and then select the **Unknown sources** check box to allow installation of the non-Play Store application.

9.6.3 Uninstalling an Application

1. On the **Play Store** screen, touch ☰ > **My Apps**.

2. Touch the application you want to uninstall, and then touch **Uninstall**.

3. When prompted, touch **OK** to remove the application from your mobile phone.

10 Synchronizing Information

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

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

10.1 Managing Your Accounts

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

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

10.1.1 Adding an Account

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

1. On the Home screen, touch ▊▊ > **Settings** > **Accounts & sync**. The screen displays your current synchronization settings and a list of your current accounts.

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

2. Touch **Add account**.

3. Touch the kind of account to add.

4. Follow the onscreen steps to enter the required and optional information about the account. Most accounts require a username and password, but the details depend on the kind of account and the configuration of the service to which you are connecting.

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

10.1.2 Adding an Exchange Account

1. On the Home screen, touch   ▉▉ > **Settings** > **Accounts & sync**.

2. Touch **Add account** > **Corporate**.

3. Follow the instructions and enter the required information about the exchange account you want to add. For details, contact the server administrator.

4. Touch **Next** to display the **Account options** screen. Configure the synchronization settings for this account.

5. Touch **Next** to finish configuring the account settings. If emails are not synchronized properly, contact the server administrator.

10.1.3 Removing an Account

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

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

1. On the **Accounts & sync settings** screen, touch the account to be deleted.

2. Touch **Sign Out**.

3. Confirm that you want to remove the account.

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10.2 Customizing Your Account Synchronization

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

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

10.2.1 Configuring General Synchronization Settings

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

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

  If you clear this option, **Gmail** stops receiving new mails, **Calendar** stops synchronizing events, and so on, until you refresh them.

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

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

10.2.2 Changing an Account's Synchronization Settings

1. On the **Accounts & sync settings** screen, select **Background data** and **Auto-sync**.

2. Touch the account for which you want to change the synchronization settings. The data and synchronization screen opens, displaying a list of the kinds of information the account can synchronize.

3. Select the items you want to synchronize from the list. Your phone will automatically synchronize the selected items.

11 Using Other Applications

11.1 Calendar

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

11.1.1 Opening Calendar

On the Home screen, touch ⬛⬛ > **Calendar** to open the application.
When you add a Google Account that includes a calendar service to your phone, you can access Google calendar: Touch ☰ , and then touch **More** > **Calendars**.

11.1.2 Creating an Event

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

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

2. Enter the event name.
   • If there is a time frame for the event, touch **From** and **To** to set the beginning and end times of the event.
   • If the event is a special occasion such as a birthday or a day-long activity, set the date for **From** and **To**, and then select the **All day** check box.
3. Enter the location of the event and a description.
4. Specify in **Repetition** whether the event recurs and, if it does, how frequently, and then set the time for your event reminder in **Reminders**.
5. Touch **Done**.

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

11.1.3 Setting an Event Reminder

1. In any calendar view, touch an event to view its details or an event summary.
2. Touch the **Add reminder** button to add a reminder, or touch the reminder's "-" button to delete an existing reminder.
3. Touch the reminder time, and then, from the list displayed, touch the length of time before the event when you want to be reminded. When the time comes, you will receive a notification about the event.

11.1.4 Setting Synchronization and Display

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

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

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

   You remain subscribed to Calendars that you configure not to store on the phone and can still work with them with Google Calendar on the web, or using other calendar services.

3. Touch **OK**.

11.1.5 Customizing Calendar Settings

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

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

11.2 File Manager

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

11.2.1 Opening File Manager

On the Home screen, touch ![icon] > **File Manager** to open the application.

11.2.2 Creating a Folder

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

11.2.3 Moving or Copying a File

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

   To select or unselect all files, touch **Select all** or **Unselect all**.
3. Touch **Cut** or **Copy**.
4. Select the path where you want the file to be copied or moved. Touch ![icon] to open the options panel, and then touch **Paste** to move or copy the file to the selected path.

11.2.4 Searching for a File

1. On the **File Manager** screen, touch a folder to access the directory where the file you want is located.
2. Touch ![icon] to open the options panel, and then touch **Search**.
3. Write a key word of the name of your file in the search box.
4. Touch ![icon] next to the search box. Your mobile phone will start the search.

5. A list of search results will be displayed. Touch a file in the list to open it.

6. Touch **New search** for a new search or touch the back key to return to the file manager screen.

11.2.5 Compressing or Extracting Files

Your phone supports compressing and extracting files.

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

Compressing Files

1. On the **File Manager** screen, touch ![menu icon], and then touch **Multiselect**.

2. Select the files or folders you want to compress. When a file is selected, a check mark will appear.

   To select or unselect all files, touch **Select all** or **Unselect all**.

3. Touch **Compress**.

4. Edit the save path and the name of the target file, and then touch **OK** to start compressing the files and folders.

Extracting a File

1. Touch and hold a compressed file.

2. Touch **Extract**.

3. Edit the save path for the extracted files.

4. Touch **OK** to start extracting.

11.2.6 Viewing Your Memory Status

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

11.3 Clock

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

11.3.1 Opening the Clock

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

Clock opens with the date and time displayed on your Home screen wallpaper, along with your local weather and other useful information.

11.3.2 Opening the Alarms

On the **Clock** screen, touch ⏰ to open the **Alarms**.

Adding an Alarm

1. On the alarm list screen, touch **Add alarm**.

2. Set the alarm, and then touch **Done**.

Setting an Alarm

1. On the alarm list screen, touch one of the alarms on the screen.

2. Touch **Time** to set the time of the alarm.

3. Touch **Repeat** to set the days when you want the alarm to sound.

4. Touch **Ringtone** to select a ringtone for the alarm.

5. Select the **Vibrate** check box to enable the phone to vibrate, in addition to playing the ringtone.

6. Touch **Label** to enter a name for the alarm.

7. Touch **Done**.

🔍 The alarm clock still works when the phone is powered off.

Customizing Alarm Settings

On the alarm list screen, touch ☰ , and then touch **Settings**.

11.4 Calculator

Use **Calculator** to solve simple arithmetic problems or use its advanced operators to solve more complex equations.

11.4.1 Opening Calculator

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

11.4.2 Switching Between Basic and Advanced panel

On the **Calculator** screen, flick the screen to the right or left to switch between **Advanced panel** and **Basic panel**.

11.5 Notepad

Notepad features a simple text processor. In the note list, you can add, edit, and delete notes.

1. On the Home screen, touch ▪▪ > **Notepad** to open the application.

2. Touch ☰ , and then touch **Add note** to create a note.

3. Touch ↰ > **OK** to save the note.

11.6 Weather

You can use **Weather** to check the date and time of cities around the world, to get the latest weather of any city in any time and to share weather information with others.

🔍 You need to turn on the GPS and data service on your phone before using weather clock.

11.6.1 Setting the Default City

1. On the Home screen, touch ▪▪ > **Weather**.

2. On the weather clock screen, touch ☰ > **Add city**.

3. Select the city you want to add.

⚠ In addition to your current city, you can add up to four more cities to the weather clock and get weather information for all of them at the same time.

4. On the weather information screen, touch the name of the city to be set as the default city, and then confirm to complete the operation.

11.6.2 Updating Weather

You can update weather information on the weather clock either manually or automatically. To update the current city's latest weather information, touch $\equiv$ > **Refresh** on the weather clock screen.

You can also set your phone to update the weather information automatically.

1. On the weather clock screen, touch $\equiv$ > **More** > **Settings**.

2. Select **Auto update**.

3. Touch **Update interval** to set the interval between automatic weather updates.

11.6.3 Changing a City

1. On the weather clock screen, touch $\equiv$ > **Change city**.

2. Select a city from the **Hot city** list, or search for another city by entering its name in the search field.

11.6.4 Sharing Weather Information

1. On the weather clock screen, touch $\equiv$ > **Share weather**.

2. Enter a phone number or a contact's name in the **To** field, or touch to select a **Contacts** or **Groups**.

3. Touch **Send** to send weather information to the recipient.

11.7 Genius Button

Touch to activate voice recognition to let you use your voice on your Contacts list and your Music library.

- **Call**: Say the name or number of the person you would like to call.
- **Send Text**: Say the name of the person to whom you would like to address the message.
- **Search Web**: Say what you are searching for on the Web.
- **Navigate To**: Say the destination address.

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12 Managing Your Mobile Phone

To configure your mobile phone, touch   ::   > **Settings**.

12.1 Setting the Date and Time

When your mobile phone is using the date and time settings provided automatically by the network, you cannot manually set the date, time, and time zone.

1. On the **Settings** screen, touch **Date & time**.

2. Clear the **Automatic** check box.

3. Touch **Set date**. On the set date screen, touch ＋ or － to adjust the date, month, and year, and then touch **Set** when the configuration is complete.

4. Touch **Select time zone**, and then select the desired time zone from the list. Scroll the list to view more time zones.

5. Touch **Set time**. On the set time screen, touch ＋ or － to adjust the hour and minute. Touch **Set** when the configuration is complete.

6. Select or clear the **Use 24-hour format** check box to switch between 24-hour and 12-hour formats.

7. Touch **Select date format** to select how you want the date to display on your mobile phone.

12.2 Setting the Display

12.2.1 Adjusting the Screen Brightness

1. On the **Settings** screen, touch **Display** > **Brightness**.

🔍 If you want to adjust the screen brightness manually, first clear the **Automatic brightness** checkbox.

2. Drag the slider left to make the screen darker, or right to make it brighter.

3. Touch **OK** to save the adjustment.

12.2.2 Adjusting the Time Before the Screen Turns Off

If your mobile phone is idle for several minutes, it will turn off the screen to save battery power. To set a longer or shorter idle time:

1. On the **Settings** screen, touch **Display** > **Screen timeout**.

2. Select the duration you want the screen to be illuminated.

12.3 Setting Ringers

12.3.1 Turning On Silent Mode

1. On the **Settings** screen, touch **Sound**.

2. Select the **Silent mode** check box to silence all sounds except alarms, and music and video media.

12.3.2 Adjusting the Volume

You can adjust the volume while on the Home screen or on most of the application screens (such as the screen displayed during a call or when playing music or videos). Press the Volume keys to adjust volume to the level you desire.
You can also adjust the volume from the settings screen.

1. On the **Settings** screen, touch **Sound** > **Volume**.

2. Drag the slider left to make the volume lower, or right to make it higher.

3. Touch **OK** to save the adjustment.

12.3.3 Changing the Phone Ringtone

1. On the **Settings** screen, touch **Sound** > **Phone ringtone**.

2. In the displayed list, select an option:

   • **Ringtone**: Select a preinstalled ringtone. The ringtone plays when selected.

   • **Music**: Select the music stored in the phone or on the microSD card. The music plays when selected.

3. Touch **OK**.

12.3.4 Changing the Message Ringtone

1. On the Home screen, touch ⊞ > **Messages**.

2. In the message list, touch ☰ > **Settings** > **Select ringtone**.

3. In the displayed list, select an option:

   • **Ringtone**: Select a preinstalled ringtone. The ringtone plays when selected.
   • **Music**: Select the music stored in the phone or on the microSD card. The music plays when selected.

4. Touch **OK**.

12.4 Setting Phone Services

12.4.1 Customizing Call Settings

Mobile phone service providers offer different services such as call forwarding, call waiting, fixed dialing numbers, and voicemail. You can customize many of these services if they are part of your calling plan.
On the **Settings** screen, touch **Call settings** to customize your call functions.

12.4.2 Turning on Data Roaming

1. On the **Settings** screen, touch **Wireless & networks** > **Mobile networks**.

2. Select the **Data roaming** check box.

⚠ Accessing data services while roaming may incur additional charges. Ask your wireless service provider about data roaming fees.

12.4.3 Switching off the Data Service

1. On the **Settings** screen, touch **Wireless & networks** > **Mobile networks**.

2. Clear the **Data enabled** check box.

12.5 Configuring Text-to-Speech

Use the Text-to-Speech settings to configure the Android text-to-speech synthesizer, for applications that can take advantage of this feature.

12.5.1 Installing Voice Data

1. On the **Settings** screen, touch **Voice input & output** > **Text-to-speech settings** > **Install voice data**.

2. If your mobile phone does not have speech synthesizer data installed, connect to Android Play Store and let it guide you through the process of downloading and installing the data.

3. Follow the instructions to install the voice data.

12.5.2 Adjusting the Speech Rate

1. On the **Settings** screen, touch **Voice input & output** > **Text-to-speech settings** > **Speech rate**.

2. Select a speed at which the text is to be spoken.

12.6 Protecting Your Mobile Phone

12.6.1 Turning on Your SIM Card PIN

1. On the **Settings** screen, touch **Location & security** > **Set up SIM card lock**.

2. Select the **Lock SIM card** check box.

3. Use the keyboard to enter the PIN, and then touch **OK**.

4. To change the PIN at any time, touch **Change SIM PIN**.

⚠ You can dial emergency numbers any time from your mobile phone.

12.6.2 Protecting Your Mobile Phone with a Screen Lock

To keep your data more secure, lock the screen and/or require a screen unlock pattern every time your mobile phone is turned on or wakes up from sleep mode.

1. On the **Settings** screen, touch **Location & security** > **Set up screen lock** > **Pattern**.

2. Flick your finger vertically, horizontally or diagonally, connect at least four dots in any order you choose. Lift your finger from the screen when you are finished.

   You must drag your finger between the dots on the screen to create the pattern, not simply touch individual dots.

3. Your mobile phone will record the pattern. Touch **Continue**.

4. When prompted, draw the screen unlock pattern again, and then touch **Confirm**.

To change your unlock screen pattern, touch **Location & security** > **Change screen lock**.

12.6.3 Protecting Your Mobile Phone with a Numeric PIN

You can set up a numeric PIN to lock your phone.

1. On the **Settings** screen, touch **Location & security** > **Set up screen lock** > **PIN**.

2. Enter at least four characters.

3. Touch **Continue**.

4. Enter the same characters again and touch **OK**.

To change your PIN, touch **Location & security** > **Change screen lock**.

12.6.4 Unlocking Your Mobile Phone If You Forget the Screen Lock Pattern

If you have already created a Google account, you can unlock your mobile phone using the following methods.

- After you have entered the wrong sequence five times, a **Forgot pattern?** button will appear. Touch this button to enter the Google account interface. After you have entered your Google account password, you will be able to reset the unlock pattern.
- After you have entered the wrong pattern twenty times, you will be taken directly to the Google account interface. After you have entered your Google account password, you will be able to reset the unlock pattern.

12.7 Managing Applications

12.7.1 Viewing an Installed Application

1. On the **Settings** screen, touch **Applications** > **Manage applications**.

2. In the applications list, do either of the following:

- Touch $\equiv$, and then touch **Sort by size**. Then touch an application to view its details.
- Touch an application directly to view its details.

12.7.2 Uninstalling an Application

⚠️ You cannot uninstall the applications that are pre-installed on the system.

1. On the **Settings** screen, touch **Applications** > **Manage applications**.

2. Touch an application, and then touch **Uninstall**.

12.7.3 Moving an Application to the microSD Card

Some applications are designed to be stored on your phone's USB storage or microSD card (depending on the model of your phone), rather than in its internal storage. Others are designed so you can change where they are stored. You may find it helpful to move large applications off your internal storage, to make more room for other applications that do not offer the option.

1. On the **Settings** screen, touch **Applications** > **Manage applications**.

2. Touch an application in the list. Then touch **Move to SD card** to move the bulk of the application from the phone's internal storage.

   The **Storage** section of the application's details screen shows details about the memory used by the application. If the application can be moved, the **Move to SD card** button is active.

   Touch **Move to phone** to move the application back to the phone's internal storage.

12.7.4 Ways to Free Up Your Mobile Phone Memory

- Move files and email attachments to the microSD card.
- In **Browser**, clear all temporary Internet files and Browser history information.
- Move applications to the microSD card.
- Uninstall any downloaded programs that you no longer use.
- Reset your mobile phone.

12.8 Resetting Your Mobile Phone

12.8.1 Backing Up My Data

You can use your Google account to back up your mobile phone's settings to Google servers. If you replace your mobile phone, the settings you have backed up will be transferred to the new mobile phone the first time you sign in to your Google account.

1. On the **Settings** screen, touch **Privacy**.

2. Select the **Back up my data** check box.

12.8.2 Restoring Factory Data

If you reset your phone to its factory settings, all of your personal data stored on the phone, including information about your Google account, any other accounts that you have configured, your system and application settings, and any applications you have installed will be erased. Resetting the phone does not erase any system updates you have downloaded. Using the check box provided, you can also select to erase all the data stored on your SD card or on the phone's internal SD card, which includes files that you have downloaded or copied there, such as music or photos.

1. On the **Settings** screen, touch **Privacy** > **Factory data reset**.

2. When prompted, touch **Reset phone**, and then touch **Erase everything**. The mobile phone resets the settings to the original factory settings, and then restarts.

13 Appendix

13.1 FAQs

How Can I Use a microSD Card to Import Contacts to My Phone from a Different Mobile Phone?

Your mobile phone only supports contact files in the **.vcf** format.

1. Save the contacts you want to import to your mobile phone to a microSD card as a **.vcf** file.

2. Insert the microSD card into your mobile phone and find the **.vcf** file using **File Manager**.

3. Touch the **.vcf** file. The phone displays a message asking whether you want to import the contacts.

4. Touch **OK** to import the contacts.

🗨️ Compatibility problems may occur with **.vcf** files created by different mobile phones and certain contact information may be lost after contacts are imported.

🗨️ You can also use Bluetooth to share and import contacts.

How Do I Prevent Automatic Change of Screen Orientation When Rotating My Phone?

On the Home screen, touch ▮▮ > **Settings** > **Display** > **Auto-rotate screen** to disable the function.

How Do I Set an Unlock Pattern?

On the Home screen, touch ▮▮ > **Settings** > **Location & security** > **Set up screen lock** > **Pattern**.

How Can I Change the Input Method?

Touch and hold the area where you write text and then select the input method you prefer.

How Do I Stop the Song Playing in the Background?

Touch the notification bar, flick downwards to open the notifications panel, touch the music playing notification to go to the music playing screen, and then stop playing the song.

How Do I Return to the Call Screen?

While in a call, if you're on another screen, you can touch the notification bar, and flick downwards to open the notifications panel. Then touch the current call notification to return to the call screen.

How Do I Create an Application Shortcut on the Home Screen?

Touch and hold an application icon on the application screen until the Home screen is displayed. Then drag the icon to where you want to place it and release your finger.

How Do I Hide the Keyboard?

Touch ↩ to hide the keyboard.

How Do I Forward a Message?

Touch and hold a message, and then touch **Forward** in the menu that opens.

How Do I Use Quick GPS?

On the Home screen, touch ▪▪ > **Settings** > **Location & security** > **Use Quick GPS**.

Quick GPS downloads data to enhance the GPS satellite information and may therefore incur additional data charges.