ZTE ZFIVE™ 2 LTE

EXPLORE
NEW
HEIGHTS

USER
MANUAL
Z079584508294

Tomorrow never waits

About This Manual

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

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Getting Started

Installing the nano-SIM Card (Included)

Power off your phone before installing or removing the nano-SIM card.

NOTE: Your phone will come with the SIM card already installed.

WARNING! To avoid damage to the phone, do not use any other kind of SIM cards, or any non-standard nano-SIM card cut from a SIM card. You can get a standard nano-SIM card from your service provider.

1. Insert your fingernail into the bottom left corner of the back cover and lift it up gently. If the battery is installed, remove it.
2. Hold the nano-SIM card with the cut corner oriented as shown and slide it into the card slot.

Installing a microSDHC Card (Not Included)

The microSDHC card can be installed and removed while the phone is turned on. Unmount the microSDHC card before removing it.

1. Insert your fingernail into the bottom left corner of the back cover and lift it up gently.
2. Hold the microSDHC card with the metal contacts facing down and the cut corner oriented as shown, and slide it into the card slot.

   NOTE: Some applications may require a microSDHC card to work normally and/or may store data on the card. Therefore, it is recommended that you keep a microSDHC card installed and not remove or replace it randomly.

Installing the Battery (Included)

1. Insert your fingernail into the bottom left corner of the back cover and lift it up gently.
2. Insert the battery by aligning the metal contacts on the battery with the metal contacts in the battery compartment. Gently push down on the battery until it clicks into place.
3. Replace the back cover.
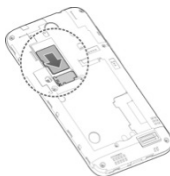
Charging the Battery

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

If the battery is low, a pop-up message will appear on the screen. As you charge your phone, the screen will tell you the exact battery level each time you wake it.

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

1. Connect the adapter to the charging port. Ensure that the adapter is oriented correctly. Do not use force.
2. Connect the charger to a standard AC wall outlet. If the phone is on, you'll see a charging icon, such as ⚡ or ⚡, appear in the Status Bar.
3. Disconnect the charger when the battery is fully charged.

NOTE: If the battery is extremely low, you may be unable to power on the phone even when it is being charged. In this case, try again after charging the phone for at least 30 minutes. Contact customer service if you still cannot power on the phone after prolonged charging.

Extending the Battery Life

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

• Reduce the screen backlight time.
• Lower the screen brightness.
• Turn auto-sync, Wi-Fi, and *Bluetooth* off when not in use.
• Disable the GPS function when not in use. Most applications using this function will periodically query the GPS satellites for your current location; each query drains your battery.
• Use the Battery Saver feature.

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Powering Your Phone On/Off

• Press and hold the **Power/Lock Key** to turn on your phone.
• To turn it off, press and hold the **Power/Lock Key** to open the options menu. Tap **Power off** > **OK**.

NOTE: If the phone freezes or takes too long to respond, press and hold the **Power/Lock Key** for about 10 seconds to restart the phone.

Setting Up Your Phone for the First Time

When you first power on your phone after you purchase it or reset it to factory settings (see *Settings – Device – Backup & Reset*), you may need to set it up before using it.

1. Tap the **language field** to select the language you want, and tap → .
2. Follow the prompts to set up your Wi-Fi connection, name, screen lock, Google services, and other options.

Locking/Unlocking the Screen and Keys

Your phone allows you to quickly lock the screen and keys (put the phone into Sleep mode) when not in use and also to turn the screen back on and unlock it when you need it.

Locking the Screen and Keys

To quickly turn the screen off and lock the keys, press the **Power/Lock Key**.

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

Unlocking the Screen and Keys

1. Press the **Power/Lock Key** to turn the screen on.
2. Press and hold a blank area of the screen to unlock the phone, press and hold 📷 at the bottom right to open the Camera app, or press and hold 🎤 at the bottom left to use Google voice commands. You can also double-tap a notification to open the related app.

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NOTE: If you have set an unlock pattern, PIN, or password for your phone (see *Personalizing – Protecting Your Phone With Screen Locks*), you'll need to draw the pattern or enter the PIN/password to unlock your screen.

Using the Touch Screen

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

• **Tap** – When you want to type using the on-screen keyboard, select on-screen items (such as application and settings icons), or press on-screen buttons, simply tap them with your finger.

• **Press and Hold** – To open the available options for an item (for example, a message or link in a web page), press and hold the item.

• **Swipe or Slide** – To swipe or slide means to quickly drag your finger vertically or horizontally across the screen.

• **Drag** – To drag, press and hold your finger with some pressure before you start to move your finger. While dragging, do not release your finger until you have reached the target position.

• **Pinch** – In some apps (such as Maps, Browser, and Gallery), you can zoom in and out by placing two fingers on the screen at once and pinching them together (to zoom out) or spreading them apart (to zoom in).

• **Rotate the screen** – For most screens, you can automatically change the screen orientation from portrait to landscape by turning the phone sideways.

NOTES:

• The Auto-rotate screen check box needs to be selected for the screen orientation to automatically change. Press the **Home Key** > (⋯) > **Settings** > **Display** > **Auto-rotate screen**.

• You can also access the screen rotation control by sliding down the Status Bar twice and tapping **Auto-rotate** or **Portrait**.

Getting to Know Your Phone

Indicator Light · Earpiece · Back Camera · Flash · 3.5 mm Headset Jack · Front Camera · Microphone · Proximity & Light Sensor · Volume Up/Down Key · Power/Lock Key · Touch Screen · Home Key · Back Key* · Recent Apps Key* · Microphone · Charging/Micro-USB Port · Speaker

*You can switch the positions of the Back Key and Recent Apps Key. Press the **Home Key** > (⋯) > **Settings** > **Navigation key** and select one option.

Key Functions

Key	Description
Power/Lock Key	Press and hold to turn Airplane mode on or off, restart, or to power off. Press to change your phone to Sleep mode. Press to wake up your phone.
Home Key	Press to return to the home screen from any application or screen. Press and hold to access Google Now™.
Recent Apps Key	Press to see recently used applications.
Back Key	Press to go to the previous screen.
Volume Up/ Down Key	Press or hold to turn the volume up or down.

Getting to Know the Home Screen

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

Extended Home Screen Panels

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

To add a new home screen panel:

1. Press the **Home Key** > ⊞, or press and hold an empty area of the home screen and select **Widgets**.
2. Press and hold an application icon or a widget and drag it to the right edge of the screen to create a new home screen panel and put the icon or widget on it.

To delete a home screen panel:

1. Press and hold an empty area of the home screen and slide left or right to view the home screen thumbnails.
2. Tap ❎ on the top right corner of a thumbnail.
3. Tap **OK**. The items on the panel will also be removed.

NOTES:
- A home screen panel cannot be left empty. If the icon, widget, or folder is the only item on the current home screen panel, the panel will be deleted as you remove the item.
- When there are only three home screen panels, you cannot delete any of them.

To adjust the order of a home screen panel:

1. Press and hold an empty area of the home screen and slide left or right to view the home screen thumbnails.
2. Press and hold a thumbnail and drag it left or right to the place you need.

NOTE: Tap △ at the bottom of a home screen thumbnail to set it as the main home screen.

Personalizing

Changing the System Language

1. Press the **Home Key** > ⊞ > **Settings** > **Language & input** > **Language**.
2. Select the language you need.

Setting the Date and Time

1. Press the **Home Key** > ⊞ > **Settings** > **Date & time**.
2. Set the date, time, time zone, and time format.
   - To adjust the date and time automatically, tap to turn on **Automatic date & time**.
   - To adjust the date and time manually, tap to turn off **Automatic date & time** and tap **Set date** / **Set time** to change the date and time.
   - To adjust the time zone automatically, tap to turn on **Automatic time zone**.
   - To adjust the time zone manually, tap to turn off **Automatic time zone** and tap **Select time zone** to set the correct time zone.
   - To adjust the time format, tap **Use 24-hour format**.

Changing the Ringtone and Notification Sound

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

1. Press the **Home Key** > ⊞ > **Settings** > **Sound & notification**.
2. Tap **Phone ringtone** or **Default notification ringtone**.
3. Scroll through the list and select the ringtone you'd like to use.
4. Tap **OK**.

NOTE: See *Contacts – Editing Contacts – Setting a Ringtone for a Contact* for how to assign a special ringtone to an individual contact.

Turning System Sounds On/Off

1. Press the **Home Key** > ⊙ > **Settings** > **Sound & notification** > **Other sounds**.
2. Tap **Dial pad tones**, **Screen locking sounds**, **Charging sounds**, **Touch sounds**, or **Vibrate on touch** to turn each option on or off. Tap **Emergency tone** and select **Alert**, **Vibrate**, or **Silent**.

Adjusting Volumes

1. Press the **Home Key** > ⊙ > **Settings** > **Sound & notification**.
2. Drag the sliders below **Media volume**, **Alarm volume**, **Ring volume**, and **Notification volume** to adjust the volume for each type of audio.

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

Switching to Silent or Vibration Mode

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

* Press the **Volume Up/Down Key** when no media application is active to show the volume management window. Drag the slider to the left or keep pressing the **Volume Down Key** to switch the phone to vibration mode. Press the key again in vibration mode to switch the phone to silent mode.
* Swipe down from the top of the screen to open the Notification Panel and drag the panel downward. Tap **Sound** or **Vibrate** to switch the phone to vibration or silent mode.
* Press the **Home Key** > ⊙ > **Settings** > **Sound & notification** > **Notification mode** and select **Vibrate** or **Mute** to switch to vibration or silent mode.
* Press the **Home Key** > ⊙ > **Settings** > **Sound & notification** > **Do not disturb** > **Do not disturb** > **Always** > **Disturb rules** > **Total silence** to switch the phone to silent mode.
  NOTES:
  * **Total silence** blocks all sounds and vibrations, including from alarms, music, videos, and games.

* In addition to **Total silence**, you can select **Priority only** or **Alarms only** to limit sound and vibration to alarms, reminders, events, and calls and messages from specified contacts.

Applying New Wallpapers

You can set the wallpaper for the home screen.

1. Press and hold an empty place on the home screen.
2. Tap **Wallpapers**.
3. Swipe left or right on the wallpaper panel to select a wallpaper, or tap **GALLERY** or **LIVE WALLPAPER** to choose the image or animation you want to use as the wallpaper.

NOTES:

* In addition, you can press the **Home Key** > ⊙ > **Settings** > **Display** > **Wallpaper** to pick an image from **Gallery**, **Photos**, **Wallpapers**, or an animation from **Live Wallpapers**.
* Some cropping may be needed for **Gallery** and **Photos** images.

Setting the Theme

1. Press and hold an empty place on the home screen.
2. Tap **Themes**.
3. Tap a theme to select it.

Setting the Home Screen Transition Effect

1. Press and hold an empty place on the home screen.
2. Tap **Effects**.
3. Tap an effect and the phone will demonstrate how it works. When you have found one you like, press the **Home Key** to exit.

Changing the Screen Brightness

1. Press the **Home Key** > ⊕ > **Settings** > **Display** > **Brightness level**.
2. Drag the slider to manually adjust the screen brightness.

NOTE: With the proximity and light sensor, your phone can automatically adjust the screen brightness for available light. Tap **Adaptive brightness** in the Display settings screen to turn the feature on or off.

Protecting Your Phone With Screen Locks

You can protect your phone by creating a screen lock. When enabled, you can press and hold a blank area on the home screen, and then draw a pattern or enter a numeric PIN or password to unlock the phone's screen and keys.

1. Press the **Home Key** > ⊕ > **Settings** > **Security**.
2. Tap **Screen lock**.
3. Tap **None**, **Long press**, **Pattern**, **PIN**, or **Password**.
   - Tap **None** to disable screen lock protection.
   - Tap **Long press** to enable screen lock and allow unlocking with a "press and hold" gesture. You can unlock the screen by tapping and holding a blank area on the lock screen.
   - Tap **Pattern** to create a pattern that you must draw to unlock the screen.
   - Tap **PIN** or **Password** to set a numeric PIN or a password that you must enter to unlock the screen.
4. For Pattern, PIN, or Password lock, select whether to protect your phone by requiring your pattern, PIN or password before it starts up. Tap **CONTINUE**.
5. For Pattern, PIN, or Password lock, select how you would like notifications and their contents to show when the phone is locked, and then tap **DONE**.

NOTES:
- Screen lock options are listed in the approximate order of the strength of their security, starting with **None** and **Long press**, which provide no security. A pattern provides minimal security, although it can be more convenient than the stronger options.
- Remember the pattern, PIN, or password you set. Otherwise, you will have to upgrade the phone software to use the phone (see *Upgrading the Phone Software*).

Protecting Your Phone With Screen Pinning

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

Turning on Screen Pinning

1. Press the **Home Key** > ⊕ > **Settings** > **Security** > **Screen pinning**.
2. Tap the **On/Off** switch.
3. If you have set a screen lock, you can tap **Ask for unlock pattern/PIN/password before unpinning**. You will need to draw the pattern or enter the PIN/password to unpin the screen.

Pinning a Screen

1. Ensure that screen pinning is turned on.
2. Open the app you want to keep in view.
3. Press the **Recent Apps Key**.
4. If there are many app tabs, swipe up to find 📌 on the front-most tab.
5. Tap 📌.

Unpinning the Screen

1. To unpin the screen and return to normal use, press and hold the **Recent Apps Key**.
2. If you have checked **Ask for unlock pattern/PIN/password before unpinning** when pinning the screen, press and hold on the lock screen and draw the pattern or enter the PIN/password.

Knowing the Basics

Monitoring the Phone Status

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

Indicators and Icons

Indicator	What it means
↑↓ 1x	2G connected
↑↓ 3G	3G connected
↑↓ 4G LTE	4G LTE™ connected
⊖	Do not disturb mode on (Alarms only or Priority only)
⊖	Do not disturb mode on (Total silence)
🔇	Ringer off
📳	Vibration on
🔋 / 🔋	Battery low
🔋	Battery full
⚡ / ⚡	Battery charging

Indicator	What it means
🕐	Alarm set
△	No signal
📶	Signal strength
✈	Airplane mode
✳	*Bluetooth* on
📶	Connected to a Wi-Fi network
📶	Wi-Fi in use
📞	Speaker on
🔇	Phone microphone off
📍	GPS on
⦿	Portable Wi-Fi hotspot on

Managing Notifications

The Status Bar at the top of the home screen provides notification icons on the left side. Below are some of the icons you may see.

Indicators and Icons

Indicator	What it means
😊	New SMS
🖼	New MMS
✉ / ✉	New email message(s)
M / M	New Gmail message(s)
☎	Missed call
📞	Call in progress

Indicator	What it means
1	Upcoming event
📶	New Wi-Fi network detected
↓	Downloading data
↑	Sending data
�psi	USB connected
🎵 / 🎵	Song playing
🎧	Wired headset connected

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Opening/Closing the Notification Panel

Notifications report the arrival of new messages, calendar events, and alarms, as well as ongoing events. You can open the Notification Panel to view the details of notifications.

• To open the Notification Panel, swipe your finger down from the top of the screen.
• To close the Notification Panel, swipe your finger up from the bottom of the screen or press the **Back Key**.

Responding to or Removing a Notification

In the Notification Panel, you can respond to a notification or remove the notifications. The Notification Panel also supports expandable notifications that let you perform additional actions right from the notification itself.

• To respond to a notification, tap it.
• Slide down with one finger to expand certain notifications. You can also swipe two fingers vertically or pinch-zoom to expand or collapse certain notifications.
• To remove a notification, swipe it left or right. In some cases, when you swipe to dismiss a notification you will see a prompt asking you to confirm that you no longer want to see notifications from the app. Tap ⊠ or ✓.
• To remove all notifications, tap ▤.
• To manage notifications you have received, press and hold a notification to identify the application that created it. You can then tap ⓘ and turn on/off some or all of the following settings:
  – **Block all:** Hide future notifications from this app.
  – **Treat as priority:** Show notifications from this app when Do not disturb mode is set to Priority only.
  – **Allow peeking:** Allow this app to show certain notifications briefly in the current screen.
  – **Hide sensitive content:** Hide content in this app's notifications when the phone is locked.

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• Most apps that send notifications, such as Gmail, have notification settings that you can adjust.

NOTE: If you turn off notifications for an app, you may miss its important alerts and updates. The notifications of some apps cannot be turned off.

Using Quick Settings

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

Swipe down with two fingers from the top of the screen, or open the Notification Panel and drag the panel downward to view the following Quick Settings.

• **Auto-rotate/Portrait:** Tap to turn on or off the auto-rotate screen feature.
• **Battery Saver:** Tap to turn on or off Battery Saver. Press and hold to access the Battery saver menu.
• **Hotspot:** Tap to enable the mobile hotspot feature and create a portable Wi-Fi hotspot. Press and hold to access the Wi-Fi hotspot settings menu.
• **Sound:** Tap to switch between sound, vibration, and silent mode.
• **Airplane mode:** Tap to turn on or off airplane mode.
• **Flashlight:** Tap to turn on or off the flashlight.
• **Sync:** Tap to turn on or off auto-syncing of accounts data. Press and hold to open the Accounts menu in Settings.
• **Do not disturb/Priority only/Alarms only/Total silence:** Tap to access the Do not disturb menu and change its settings.
• **Bluetooth:** Tap to turn on or off *Bluetooth*. Press and hold to access the *Bluetooth* settings menu.
• **Wi-Fi:** Tap to turn on or off Wi-Fi. Press and hold to access the Wi-Fi settings menu.
• **Data:** Tap to enable or disable data access over the mobile network. Press and hold to access the Data usage menu.

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- **Location:** Tap to turn on or off the location access function. Press and hold to access the Location settings menu.
- **Brightness:** Uncheck **AUTO** and drag the brightness slider to adjust the screen brightness.

NOTE: In the Quick Settings screen, tap ⬛ at the top to access the Settings menu; tap ⬛ to view your profile in the Contacts app; tap ⬛ to change control switch position.

Managing Shortcuts and Widgets

Adding Shortcuts and Widgets

1. Press the **Home Key** > ⬛ to add shortcuts.

   Or, to add widgets, press and hold an empty area of the home screen and select **Widgets**.

2. Slide to browse the available applications or widgets.

3. Press and hold a widget or an application icon and drag it to a home screen panel.

NOTE: While holding the item, you can drag it to the right edge of the screen to create a new home screen panel and put the item on it.

Moving Shortcuts or Widgets

1. Press and hold a widget or shortcut on the home screen.

2. Drag it to the place you need.

Removing Shortcuts or Widgets

1. Press and hold a widget or shortcut on the home screen.

2. Drag it to ⬛ to remove it.

Adjusting Widget Size

1. Press and hold a widget on the home screen and then release it.

2. An outline appears around the widget. Drag the outline to resize the widget.

NOTE: Not all widgets can be resized.

Organizing With Folders

You can create folders on the home screen and add several shortcuts to a folder. You can move or remove folders the same way as moving or removing shortcuts.

1. On the home screen, press and hold the shortcut you want to add into a folder.

2. Drag the shortcut to ⬛. A new folder will be created, and the shortcut is added into the folder.

3. To add more shortcuts into the folder, press and hold each shortcut and drag it over the folder before releasing it.

4. To remove a shortcut from a folder, tap the folder to open it. Press and hold the shortcut and drag it to the home screen.

NOTES:
- Tap the folder and then tap the name field to rename the folder.
- Drag the folder to ⬛ to extract the folder and replace its shortcuts on the last home screen.

Rearranging the Primary Shortcuts

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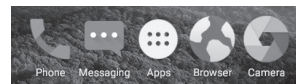
Entering Text

You can enter text using the on-screen keyboard. Some apps open it automatically. In others, you open it by tapping where you want to type. You can press the **Back Key** to hide the on-screen keyboard. You can also enter text by speaking with the Google Voice™ typing feature.

Enabling or Disabling Input Methods

1. Press the **Home Key** > ⊕ > **Settings** > **Language & input**.
2. Tap **Current Keyboard** > **CHOOSE KEYBOARDS**.
3. Tap a keyboard in the list to enable/disable it as an option for entering text.

NOTE: Some default input methods may not be disabled.

Changing Input Methods

1. When you use the on-screen keyboard to enter text, the ⌨ icon appears in the Status Bar.

   NOTE: The ⌨ icon appears only when more than one input method is installed and enabled for use.
2. Open the Notification Panel and tap **Change keyboard**.
3. Select the input method you need.

Google Keyboard

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

- Tap the alphabetic keys to enter letters. Press and hold some specific keys to enter associated accented letters or numbers. For example, to enter È, press and hold E and the available accented letters and number 3 appear. Then slide to choose **È**.
- Tap ⬆ to use uppercase. Double-tap ⬆ to lock uppercase. This key also changes color to indicate the current case you are using.
- Tap ⌫ to delete the text before the cursor.
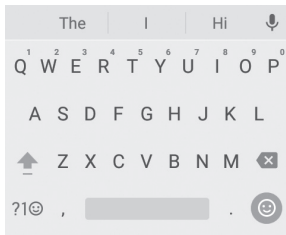
- Tap ?1☺ to select numbers and symbols. You can then tap =\< to find more.
- Tap ☺ to enter miniature icons such as expressions, astrological signs, and animals.
- Tap 🎤 to use Google's networked voice input.
- Press and hold , > ⚙ to change the input language or set up the Google Keyboard.
- Press and hold , > ▣ to change to a smaller keyboard for easier one-handed typing. Tap ❯ / ❮ to switch to the right-hand or left-hand keyboard, respectively. Tap ⛶ to switch back to the full-sized keyboard.

Gesture Typing

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

To enable and use gesture typing:

1. On the Google Keyboard, press and hold , > ⚙ > **Google Keyboard settings**.
   Or, press the **Home Key** > ⊕ > **Settings** > **Language & input** > **Google Keyboard**.
2. Tap **Gesture typing** > **Enable gesture typing** if the feature is turned off.
3. Move your finger from letter to letter on the keyboard to trace a word without lifting the finger until you reach the end of the word.

Start of the word

End of the word

NOTES:

• Tap when you want to. If you want to enter a single letter, tap it.
• Lift your finger at the end of the word. A space is added automatically when you begin to input the next word.

Google Voice Typing

Google Voice typing uses the Google Voice recognition service to convert speech to text. You must have a data connection on a mobile or Wi-Fi network to use it.

1. Tap 🎤 to access the voice typing when you are using the Google Keyboard, or flick down the status bar when entering text and tap **Change keyboard** > **Google voice typing**.

2. When you see the microphone image, speak what you want to type.

3. You can continue entering text to keep it or to delete it.

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

Input Method Settings

Choose the input method settings by pressing the **Home Key** > ⬛ > **Settings** > **Language & input**.

In the Keyboard & input methods section, you can set the current input method and choose the settings for input methods.

Editing Text

• **Move the insertion point:** Tap where you want to type. The cursor blinks in the new position, and a tab appears below it. Drag the tab to move the cursor.

• **Select text:** Press and hold or double-tap within the text. The nearest word highlights, with a tab at each end of the selection. Drag the tabs to change the selection. Tap ⋮ > **SELECT ALL** to select all the text, tap **SHARE** and choose an option, or tap **ASSIST** to open Google Now.

• **Cut or copy:** Select the text you want to manipulate. Then tap **CUT** or **COPY** to cut or copy the text to the clipboard.

• **Replace text with the clipboard text:** Select the text you want to replace. Then tap **PASTE**.
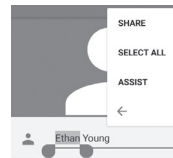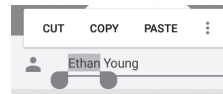
Opening and Switching Apps

Opening an App

1. Press the **Home Key** > ⬛.
2. Slide up or down on the screen and tap an app to open it.

Switching Between Recently Opened Apps

1. Press the **Recent Apps Key**. A list of the names and thumbnails of apps you've recently used opens. If you've been using more apps recently than can fit on the screen, you can scroll the list up and down.

2. Tap a thumbnail to open that app.

NOTE: You can swipe a thumbnail left or right or tap ✕ on the thumbnail to remove it from the list. Tap **Clear all** to remove all thumbnails.

Uninstalling or Disabling an Application

1. Press the **Home Key** > ⬛ to open the application list screen.
2. Press and hold an application icon and drag the icon to ☐ or ⊘ at the top of the screen.
3. Tap **OK** to uninstall or disable the app.

NOTE: To find the disabled applications, press the **Home Key** > ⬛ > **Settings** > **Apps**. Tap **All apps** and select **Disabled**. You can then tap an application and tap **ENABLE** to enable it. Not all applications can be uninstalled or disabled.

Connecting to Networks and Devices

Connecting to Mobile Networks

Controlling Mobile Data Use

To enable or disable data access:
1. Press the **Home Key** > ⟨:::⟩ > **Settings** > **Mobile networks**.
2. Slide the **Mobile Data** switch to enable or disable mobile data use.

To get data services when roaming:
1. Press the **Home Key** > ⟨:::⟩ > **Settings** > **Mobile networks**.
2. Slide the **Data roaming** switch if it is turned off.

NOTE: Data roaming may incur significant roaming charges.

Setting Access Point Names

You can use the default Access Point Names (APNs) to connect to the Internet. To add a new APN, you may need to contact your service provider for the required information.
1. Press the **Home Key** > ⟨:::⟩ > **Settings** > **Mobile networks** > **Access Point Names**.
2. Tap ⊕.
3. Tap each item to enter the required information.
4. Tap ⋮ > **Save**.

NOTE: To set the APN to default settings, tap ⋮ > **Reset to default**.

Connecting to Wi-Fi

Wi-Fi is a wireless networking technology that can provide Internet access at distances of up to 300 feet (100 meters), depending on the Wi-Fi router and your surroundings.

Turning Wi-Fi On and Connecting to a Wi-Fi Network
1. Press the **Home Key** > ⟨:::⟩ > **Settings** > **Wi-Fi**.

2. Slide the **Wi-Fi** switch to the **On** ◼◯ position to turn on Wi-Fi. Your phone will search for available networks. Tap ⋮ > **Refresh** to search again.
3. Tap a network name to connect to it.
4. If the network is secured, enter the password and tap **CONNECT**.

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

Getting Notified of Open Networks
1. Press the **Home Key** > ⟨:::⟩ > **Settings** > **Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **On** ◼◯ position.
3. Tap ⋮ > **Advanced**.
4. Slide the **Network notification** switch to the **On** ◼◯ position.

When Wi-Fi is on, you receive notifications in the Status Bar when your phone detects an open Wi-Fi network. Slide the **Network notification** switch to the **Off** ◯◼ position to turn off notifications.

Adding a Wi-Fi Network

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

To connect to a secured network, you first need to get the security details from the network's administrator.
1. Press the **Home Key** > ⟨:::⟩ > **Settings** > **Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **On** ◼◯ position.
3. Tap ⋮ > **Add network**.
4. Enter the network SSID (name). If necessary, enter security or other network configuration details.
5. Tap **SAVE**.

Forgetting a Wi-Fi Network

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

1. Press the **Home Key** > ⊕ > **Settings** > **Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **On** ◖◗ position.
3. Tap ⋮ > **Saved networks**.
4. Tap the Wi-Fi network name and then tap **FORGET**.

Connecting to a WPS Network

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

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

Method one: WPS button (Recommended)

1. Press the **Home Key** > ⊕ > **Settings** > **Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **On** ◖◗ position.
3. Tap ⋮ > **Advanced** > **WPS Push Button**.
4. Press the WPS button on the wireless router and the access point will recognize your phone and add it to the network.

Method two: PIN

1. Press the **Home Key** > ⊕ > **Settings** > **Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **On** ◖◗ position.
3. Tap ⋮ > **Advanced** > **WPS Pin Entry**.
4. The WPS PIN displays on the screen. Enter the PIN into the access point's setup page.

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

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

Adjusting Advanced Wi-Fi Settings

1. Press the **Home Key** > ⊕ > **Settings** > **Wi-Fi**.
2. Tap ⋮ > **Advanced** to adjust the following settings.
   • **Network notification:** Enable to be notified whenever a public network is available.
   • **Scanning always available:** Let Google's location service and other apps scan for networks, even when Wi-Fi is off.
   • **Keep Wi-Fi on during sleep:** Choose whether or not to keep Wi-Fi on in Sleep mode.
   • **Install certificates:** Check the installed certificates.
   • **WPS Push Button:** Connect to a WPS network via the push button method.
   • **WPS Pin Entry:** Connect to a WPS network via the phone PIN method.
   • **MAC address:** Check the MAC address.
   • **IP address:** Check the phone's IP address.

Connecting to *Bluetooth* Devices

Bluetooth is a short-range wireless communication technology. Phones or other devices with *Bluetooth* capabilities can exchange information wirelessly within a distance of about 30 feet (10 meters). The *Bluetooth* devices must be paired before the communication is performed.

Turning *Bluetooth* On/Off

1. Press the **Home Key** > ⊕ > **Settings** > **Bluetooth**.
2. Slide the **Bluetooth** switch to the **On** ◖◗ or **Off** ◖◗ position.

When *Bluetooth* is on, the ✳ icon will appear in the Status Bar.

Changing the Device Name

1. Press the **Home Key** > (⋯) > **Settings** > **Bluetooth**.
2. Slide the **Bluetooth** switch to the **On** 🔘 position if *Bluetooth* is off.
3. Tap ⫶ > **Rename this device**.
4. Edit the name and tap **RENAME**.

Pairing With Another *Bluetooth* Device

1. Press the **Home Key** > (⋯) > **Settings** > **Bluetooth**.
2. Slide the **Bluetooth** switch to the **On** 🔘 position if *Bluetooth* is off.

   Your phone automatically scans for and displays the IDs of all available *Bluetooth* devices in range. Tap ⫶ > **Refresh** if you want to scan again.
3. Tap the device you want to pair with.
4. If necessary, confirm that the *Bluetooth* passkeys are the same between the two devices and tap **PAIR**. Alternately, enter a *Bluetooth* passkey and tap **PAIR**.

   Pairing is successfully completed when the other device accepts the connection or the same passkey is entered.

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

Forgetting a *Bluetooth* Device

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

1. Press the **Home Key** > (⋯) > **Settings** > **Bluetooth** and ensure that *Bluetooth* is turned on.
2. In the list of paired devices, tap ⚙ beside the *Bluetooth* device you want to forget.
3. Tap **FORGET**.

Sending Data via *Bluetooth*

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

Receiving Data via *Bluetooth*

1. Turn *Bluetooth* on before trying to receive data via *Bluetooth*.
2. Swipe down on the Status Bar and tap ⚙.
3. Tap **ACCEPT** to start receiving the data.

Depending on your storage setting and whether a microSDHC card is installed, received files are stored automatically in a dedicated folder (*Bluetooth*, for instance). You can access them with the File Manager app. Received contacts (vCard files) are automatically imported to your contact list.

Connecting to Your Computer via USB

You can connect your phone to a computer with a USB cable and transfer music, pictures, and other files in both directions. Your phone stores these files in internal storage or on a removable microSDHC card.

Connecting Your Phone to a Computer via USB

1. Connect your phone to the PC with a USB cable.
2. Choose one of the following options:
   - **Charge only:** Charge your phone via USB.
   - **Install driver:** Select this option when features (Connect to PC software, Media device) are enabled for the first time, or when they're unavailable.

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

- **Media device (MTP):** Transfer media files on Windows®, or using Android™ File Transfer on Mac®.

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

- **Camera (PTP):** Transfer photos using camera software.

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

Disconnecting Your Phone From the Computer

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

Using the microSDHC Card as Portable Storage

You can use your microSDHC card as portable storage to save photos, music, videos, downloaded files, and more.

Setting Up the microSDHC Card as Portable Storage

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

Removing the microSDHC Card From Your Phone

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

1. Press the **Home Key** > ⊙ > **Settings** > **Storage**.
2. Tap ▲ next to the card name in the Portable storage section.
3. When the phone shows that the card is **Ejected**, you can remove it from the phone.

Mounting the microSDHC Card

1. If the microSDHC card is ejected, press the **Home Key** > ⊙ > **Settings** > **Storage**.
2. Tap the card name and then tap **MOUNT**.

Erasing and Formatting the microSDHC Card

1. Press the **Home Key** > ⊙ > **Settings** > **Storage**.
2. Tap the card name in the Portable storage section.
3. Tap **Format** > **ERASE & FORMAT** > **DONE**.

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

Sharing Your Mobile Data Connection

Sharing Mobile Data Through a Wi-Fi Hotspot

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

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

1. Press the **Home Key** > ⊙ > **Settings** > **Wi-Fi hotspot**.
2. Slide the switch to the **On** position. (If Wi-Fi was active, tap **OK** to deactivate it.) After a moment, the phone starts broadcasting its Wi-Fi network name (SSID).
3. On another device, locate your phone via Wi-Fi and connect with it to start using the phone's mobile data.

NOTE: To stop sharing your data connection, slide the switch to the **Off** position.

Setting Up Your Wi-Fi Hotspot

You can change your phone's Wi-Fi network name (SSID), secure your portable Wi-Fi hotspot, and set other options.

1. Press the **Home Key** > ⊙ > **Settings** > **Wi-Fi hotspot**.
2. Tap an option to configure settings.

- **Configure:**
  - **Network name:** Enter or edit a network SSID (name) that other devices see when scanning for Wi-Fi networks.
  - **Channel:** Change channels in case of interference.
  - **Security:** Choose a security option: **Open** (not recommended) or **WPA2 PSK** (other users can access your mobile hotspot only if they enter the correct password). When you select WPA2 PSK, tap the **Password** field to edit the security password.
  - **Show password:** If you have chosen WPA2 PSK security, check or uncheck to show or hide the password.
  - **Broadcast network name (SSID):** Check to broadcast or uncheck to hide your network name (SSID). If the broadcast is disabled, other users need to know your network SSID to find the Wi-Fi hotspot.
- **Manage users:** Block or unblock users, set the maximum number of devices that can connect to the hotspot simultaneously, and view a list of connected users.
- **Sleep policy:** Set hotspot sleep policy and notification.

Connecting to Virtual Private Networks

Virtual private networks (VPNs) allow you to connect to the resources inside a secured local network. VPNs are commonly deployed by corporations, schools, and other institutions to let people access local network resources when not on campus, or when connected to a wireless network.

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

NOTE: You need to set a lock screen pattern, PIN, or password before you can use credential storage (VPN).

Adding a VPN

1. Press the **Home Key** > ⬡ > **Settings** > **More** > **VPN**.
2. Tap ➕ and enter the VPN name.
3. Enter the server address and other information provided by your network administrator. Check **Show advanced options** to fill out additional details.
4. Tap **SAVE**.

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

Connecting to a VPN

1. Press the **Home Key** > ⬡ > **Settings** > **More** > **VPN**.
2. Tap the VPN that you want to connect to.
3. When prompted, enter any requested credentials and then tap **CONNECT**.

Modifying a VPN

1. Press the **Home Key** > ⬡ > **Settings** > **More** > **VPN**.
2. Tap ⚙ beside the VPN that you want to modify.
3. Edit the VPN settings and then tap **SAVE**.

Phone Calls

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

Placing and Ending Calls

Placing a Call by Dialing
1. Press the **Home Key** > 📞 > ⚏.
2. Enter the phone number with the on-screen keypad. Tap ⊗ to delete incorrect digits.

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

3. Tap 📞 below the keypad to dial.

You can also tap the search box at the top of the Phone app screen and enter the phone number or contact name you want to call. Tap the matching contact or **Call [number]** to place the call.

NOTES:
- To make an international call, press and hold the **0 Key** to enter the plus (+) symbol. Next, enter the country code followed by the city/area code and then the phone number.
- To redial the last call you made, press the **Home Key** > 📞 > ⚏ > 📞 and tap 📞 again.

Ending a Call
During a call, tap 📞 on the screen.

Answering or Rejecting Calls

When you receive a phone call, the Incoming Call screen opens, displaying the Caller ID or the information about the caller that you've entered in the Contacts app. You can answer or reject the call, or reject it with a text message.

Answering a Call

When you receive a phone call, slide 📞 Slide down to answer (Slide down to answer) down to answer the call.

NOTE: To silence the ringer before answering the call, press the **Volume Up/Down Key**, the **Power Key**, the **Back Key**, or the **Recent Apps Key**.

Rejecting a Call

When you receive a phone call, slide 📞 Slide up to decline (Slide up to decline) up to reject the call.

You can also slide 🗐 up to reject the call and send a preset text message to the caller.

NOTE: To edit the text response from within the Phone app, tap ⋮ > **Settings** > **Quick responses**.

Working With the Call History

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

To open the call history, press the **Home Key** > 📞 > ⋮ > **Call History**.

Placing a Call from the Call History
1. Open the call history.
2. Tap a number for more information about the call, or tap 📞 beside it to call back.

NOTE: You can tap **MISSED**, **OUTGOING**, or **INCOMING** to filter the records by call type.

Adding a Call History Number as a Contact
1. Open the call history.
2. Tap the circle in front of a number.
3. Tap 👤 on the contact information tab.
4. To add the number to an existing contact, tap a contact in the list. To add a new contact, tap **Create new contact**.

Taking Other Actions on a Call History Entry

1. Open the call history.
2. Tap a number and then tap **Call details** to view more call information. While viewing the call details, you can:
   - Tap ⬛ > **Edit before call** to edit the number in the dialer before calling it.
   - Tap the circle in front of an entry to open the contact information tab from the bottom of the screen. You can send a message, call back, edit the contact, add the contact to favorites, or add the number to contacts.
   - Tap ⬜ to delete the entry.

NOTE: You can tap ⬛ > **Clear call history** in the call history screen to delete all history records.

Calling Your Contacts

Calling a Contact

1. Press the **Home Key** > 📞. Your favorite contacts and frequently called contacts are displayed in the ⭐ tab.
2. Tap a contact to place the call, or tap the 👥 tab and then tap 📞 beside a contact to make a call.

Checking Voicemail

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

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

NOTE: See *Phone Calls – Adjusting Your Call Settings – Setting Voicemail* for how to set your voicemail service. For detailed information, please contact your service provider.

Using Options During a Call

During a call, you will see a number of on-screen options. Tap an option to select it.
- Tap ⠿ to switch to the keypad when you need to enter a code (for example, the PIN for your voicemail or bank account) during the call.
- Tap 🔊 to turn the speaker on or off.
- Tap 🔇 to mute or unmute the microphone.
- Tap ➕ to make another call separately from the first call, which is put on hold.
- Tap 👤 to go to contacts.
- Tap 🧍 to merge the separate calls into a single conference call.
- Tap ⇅ to put the caller you are speaking to on hold, and switch to the other call that has been put on hold.
- Tap 📞 to end the current call.

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

Managing Multi-party Calls

When the call waiting and three-way call features are available, you can switch between two calls or set up a conference call.

NOTE: The call waiting and three-way call features need network support and may result in additional charges. Please contact your service provider for more information.

Switching Between Current Calls

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

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

- Tap Answer to answer the call. This puts the first caller on hold and answers the second call.
- Tap to reject the second call.
- Tap to reject the second call and select a preset text message or edit one to send to the caller.

To switch between two calls:

Tap .

Setting Up a Conference Call

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

1. Place the first call.
2. Once you have established the connection, tap and dial the second number. This puts the first caller on hold.
3. When you're connected to the second party, tap .

If one of the people you called hangs up during your call, you and the remaining caller stay connected. If you initiated the call and are the first to hang up, all callers are disconnected.

To end the conference call, tap .

Adjusting Your Call Settings

Setting Contact Display Options

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

1. Press the **Home Key** > > > **Settings** > **Display options**.
2. Tap **Sort by** or **Name format** to set the order of the contacts and the format of the contact names.

Setting Sound and Vibration

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

1. Press the **Home Key** > > > **Settings** > **Sounds and vibration**.
2. Tap the option you want to configure.
   - Tap **Phone ringtone** to select the ringtone for incoming call notification.
   - Check **Also vibrate for calls** to enable vibration for incoming call notification.
   - Check **Dialpad tones** to play sounds when you tap the dialpad keys.
   - Check **Dialpad tone length** and select **Normal** or **Long**.

NOTE: You can set the vibration pattern for incoming call notifications. Press the **Home Key** > > > **Settings** > **Call settings** > **Vibrate pattern** and select one.

Editing Quick Response to Rejected Callers

1. Press the **Home Key** > > > **Settings** > **Quick responses**.
2. Tap a text message to edit it, and then tap **OK**.

Setting Voicemail

1. Press the **Home Key** > > > **Settings** > **Call settings**.
2. Tap **Voicemail** to configure voicemail settings.
   - Tap **Service** to select the voicemail service provider. Your carrier is the default.
   - Tap **Setup** to view the voicemail number.
   - Tap **Ringtone** to select the notification sound for new voicemails.
   - Check **Vibrate** to enable vibration for notifications.

Setting TTY Mode

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

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

1. Press the **Home Key** > 📞 > ⋮ > **Settings** > **Call settings** > **TTY mode**.
2. Select one of the following options. Consult your teletypewriter manufacturer's manual if necessary.
   - **TTY Off:** Users who can hear and talk can disable TTY support.
   - **TTY Full:** Users who cannot talk or hear may use this mode to send and receive text messages through a TTY device.
   - **TTY HCO:** Users who can hear, but cannot talk, may use this mode to listen to conversation of the other party, and respond via text messages.
   - **TTY VCO:** Users who can talk, but cannot hear, may use this mode to talk through the phone and receive responses via text messages.

Setting Hearing Aids

Your phone supports HAC (Hearing Aid Compatibility) function. When you turn on the hearing aid compatibility and use a hearing aid with a telecoil to answer the phone, it will help you hear more clearly during the phone call.

1. Press the **Home Key** > 📞 > ⋮ > **Settings** > **Call settings**.
2. Check **Hearing aids** to turn on hearing aid compatibility.

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

Setting Display Duration

You can set the phone to display the call duration when each call ends.

1. Press the **Home Key** > 📞 > ⋮ > **Settings** > **Call settings**.
2. Check **Display duration**.

Setting Speed Dials

You can press and hold the 1-9 Keys from the dialpad to call the corresponding speed dial number. The 1 Key is reserved to speed dial your voicemail.

To assign a speed dial key:
1. Press the **Home Key** > 📞 > ⋮ > **Settings** > **Call settings** > **Speed dial**.
2. Tap a speed dial entry.
3. Enter a phone number or tap 👤 to select one from the contact list.
4. Tap **OK**.

Setting DTMF Tones

You can set the length of dual-tone multi-frequency (DTMF) signal tones.
1. Press the **Home Key** > 📞 > ⋮ > **Settings** > **Call settings** > **DTMF tones**.
2. Tap **Normal** or **Long**.

Forwarding Incoming Calls

The call forwarding feature allows you to forward your incoming calls to another phone number.
1. Press the **Home Key** > 📞 > ⋮ > **Settings** > **Call settings** > **Call forwarding**.
2. Tap an available option (**Always forward**, **Forward when busy**, **Forward when unanswered**, or **Cancel All Forwarding**) to enable it.

Setting Voice Over LTE Preferred

1. Press the **Home Key** > 📞 > ⋮ > **Settings** > **Call settings**.
2. Slide the LTE preferred function switch to the **On** 🔘 position

Other Options

Press the **Home Key** > 📞 > ⋮ > **Settings** > **Call settings** > **Additional settings** > **Plus code dialing setting** to set a plus code dialing number.

- Check **Setup Plus Code Replacement** to replace + with the international dialing code.
- Tap **Replace Code of Plus Code** to change the international dialing code.

Contacts

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

To see your contacts, press the **Home Key** > ⊡ > **Contacts**. From there, you can tap the tabs to quickly switch to your contact groups or favorite contacts.

Checking Contact Details

1. Press the **Home Key** > ⊡ > **Contacts** > **CONTACTS**.
2. Scroll through the list to view all your contacts.
3. Tap a contact to view its details.

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

Adding a New Contact

1. Press the **Home Key** > ⊡ > **Contacts**.
2. Tap 😊 to add a new contact.

   NOTE: If you have no contacts added yet, tap **CREATE A NEW CONTACT**.
3. Enter the contact name, phone numbers, and email addresses. Tap **More Fields** to enter other information. If you have multiple account types associated with your phone, tap the contact account field at the top and select a contact type. If a sync account is selected, the contacts will be synced automatically with your account online.
4. Tap ✓ to save the contact.

Setting Up Your Own Profile

You can create your own name card in your phone.

1. Press the **Home Key** > ⊡ > **Contacts** > **CONTACTS**.
2. Tap **Set up my profile**. If a profile has been set up, tap the listing below **ME** and tap 🖉.
3. Edit your profile information. Tap **More Fields** to add more information if desired.
4. Tap ✓ to save.

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Importing, Exporting, and Sharing Contacts

You can import/export contacts to/from phone storage, a microSDHC card, or your online accounts. This is especially useful when you need to transfer contacts between different devices. You can also quickly share your contacts using *Bluetooth*, Email, Messaging, Google Drive™, or Gmail.

Importing Contacts From the microSDHC Card or Phone Storage

1. Press the **Home Key** > ⊡ > **Contacts**.
2. Tap ⫶ > **Import/Export** > **Import from storage**.
3. If prompted, choose to import one, multiple, or all vCard files in the microSDHC card or the phone storage and tap **OK**.
4. Tap to choose a vCard file (or files) and tap **OK**.

Exporting Contacts to the microSDHC Card or Phone Storage

1. Press the **Home Key** > ⊡ > **Contacts**.
2. Tap ⫶ > **Import/Export** > **Export to storage**.
3. The phone will prompt you with the name of the vCard file. Tap **OK** to create the file.

Sharing Contacts

1. Press the **Home Key** > ⊡ > **Contacts** > **CONTACTS**.
2. Tap ⫶ > **Multi-Select**.
3. Tap the contacts you want to share to select them, and then tap ⦂.
4. Choose how to share the contacts. The options available depend on the applications and services installed.

NOTE: You can also share your contacts by choosing **Share visible contacts** in the Import/Export contacts menu.

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Working With Favorite Contacts

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

Adding a Contact to Favorites

1. Press the **Home Key** > (⋯) > **Contacts** > **CONTACTS**.
2. Tap a contact and then tap ☆ at the top of the screen.

Removing a Contact from Favorites

1. Press the **Home Key** > (⋯) > **Contacts** > **FAVORITES**.
2. Tap a favorite contact and then tap ★.

Working With Groups

Viewing Your Contact Groups

1. Press the **Home Key** > (⋯) > **Contacts** > **GROUPS**.
2. Scroll through the list to view the preset groups and any groups you have created.
3. Tap a group to view its members.

NOTE: To send a message or an email to the group members, tap a group > ⫶ > **Send Group message/Send Group email**.

Setting Up a New Group

1. Press the **Home Key** > (⋯) > **Contacts** > **GROUPS**.
2. Tap 🔵 to create a new group.
3. If you have added contact accounts other than the phone, tap to choose an account for the new group.
4. Tap **Group's name** and enter a name.
5. Tap **Add member** and select the contacts you wish to be the group members.
6. Tap ✓.

7. If necessary, tap **Default** below RINGTONE and NOTIFICATION RINGTONE to set a special ringtone for incoming calls from the group members, and then tap **OK**.
8. Tap ✓ to save the group.

Deleting a Group

1. Press the **Home Key** > (⋯) > **Contacts** > **GROUPS**.
2. Tap a group and then tap ⫶ > **Delete Group**.
3. Tap **OK**.

Editing a Group

1. Press the **Home Key** > (⋯) > **Contacts** > **GROUPS**.
2. Tap a group > ⫶ > **Edit**.
3. Tap the group name to edit it, or tap the field below **MEMBER, RINGTONE** or **NOTIFICATION RINGTONE** to add more members or change the ringtone.

NOTE: To remove group members, tap a group and then tap ⫶ > **Multi-Select** and select the members you would like to remove. Tap ▢ > **OK**.

Searching for a Contact

1. Press the **Home Key** > (⋯) > **Contacts** and then tap 🔍 to search.
2. Input the contact name you want to search for. The contacts matched will be listed.

Editing Contacts

Editing Contact Details

1. Press the **Home Key** > (⋯) > **Contacts** > **CONTACTS**.
2. Tap a contact, and then tap ✎.
3. Edit the contact and tap ✓.

Setting a Ringtone for a Contact

Assign a special ringtone to a contact, so you know who is calling when you hear the ringtone.

1. Press the **Home Key** > ⊚ > **Contacts**.
2. Tap a contact you want to set a ringtone for, and then tap ⋮ > **Set ringtone**.
3. Select a ringtone you like and tap **OK**.

Deleting a Contact

1. Press the **Home Key** > ⊚ > **Contacts**.
2. Tap a contact you want to delete and then tap ⋮ > **Delete**.
3. Tap **OK** to confirm.

Deleting Several Contacts

1. Press the **Home Key** > ⊚ > **Contacts**.
2. Tap ⋮ > **Multi-Select**.
3. Tap to select the contacts you want to remove and then tap ▢.
4. Tap **OK** to confirm.

Joining Contacts

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

1. Press the **Home Key** > ⊚ > **Contacts**.
2. Tap a contact to display the contact's details.
3. Tap ✎ > ⋮ > **Join**.
4. Tap the contact whose information you want to join with the first entry.

NOTES:
- The information from the second contact is added to the first, and the second contact is no longer displayed in the contacts list.
- You can repeat these steps to join another contact to the main contact.

5. Tap ✓ to save the joined contact.

Separating Contact Information

If contact information from different sources was joined in error, you can separate the information back into individual contacts on your phone.

1. Press the **Home Key** > ⊚ > **Contacts**.
2. Tap a contact you want to separate.
3. Tap ✎ > ⋮ > **Separate**.
4. Tap **OK** to confirm.

Accounts

Adding or Removing Accounts

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

Adding an Account

1. Press the **Home Key** > ⊕ > **Settings** > **Accounts** > **Add account**.

2. Tap the type of account you want to add.

3. Follow the on-screen steps to enter the information about the account. Most accounts require a username and password, but the details may vary. You may also need to obtain some information from IT support or your system administrator.

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

Removing an Account

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

1. Press the **Home Key** > ⊕ > **Settings** > **Accounts**.

2. Tap the account category and then tap the account you'd like to remove.

3. Tap ⋮ > **Remove account** > **REMOVE ACCOUNT**.

Configuring Account Sync

Configuring Auto Sync Setting

1. Press the **Home Key** > ⊕ > **Settings** > **Accounts**.

2. Tap ⋮ and check or uncheck **Auto-sync data** to enable or disable automatic sync.

3. Tap **OK**.

   • When automatic sync is turned on, changes you make to information on your phone or on the web are automatically synced with each other.

   • When automatic sync is turned off, you need to sync manually to collect emails, updates, or other recent information.

Syncing Manually

1. Press the **Home Key** > ⊕ > **Settings** > **Accounts**.

2. Tap the account category and then the account you want to sync.

3. Tap ⋮ > **Sync now**.

Changing an Account's Sync Settings

1. Press the **Home Key** > ⊕ > **Settings** > **Accounts**.

2. Tap the account category and then the account. The Sync settings screen appears, showing a list of information the account can sync.

3. When auto-sync is on, enable or disable items as you need. Items enabled on the phone will be kept in sync with the web when auto-sync is on. When auto-sync is off, tap a listing to sync that type of information between the phone and the web.

Email

Press the **Home Key** > 🔲. Use it to read and send emails from Microsoft Exchange ActiveSync, Gmail, Hotmail, Yahoo!®, and more.

Setting Up the First Email Account

1. Press the **Home Key** > 🔲.
2. Tap an email type, and then enter your email address and password.
3. Tap **NEXT** to let the phone retrieve the network parameters automatically.

   NOTE: You can also enter these details manually by tapping **MANUAL SETUP** or if automatic setup fails.
4. Follow the on-screen instructions to finish setup.

Your phone will show the inbox of the email account and start to download email messages.

Checking Your Emails

Your phone can automatically check for new emails at the interval you choose when setting up the account.

You can also check for new emails manually by swiping down on the message list. Tap **LOAD MORE** at the bottom of the email list to download earlier messages.

Responding to an Email

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

Replying to or Forwarding an Email

1. Open the email you want to reply to or forward from the Inbox.
2. Choose one of the following:
   • To reply to the sender, tap 🔲.
   • To reply to the sender and all recipients of the original message, tap 🔲.
   • To forward the message, tap 🔲.
3. Edit your message and tap 🔲.

Marking an Email as Unread

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

• While reading a message, tap 🔲 > **Mark unread**.
• While in a message list (for instance, the inbox), tap the sender image before the message(s), and then tap 🔲.

Deleting an Email

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

• While reading a message, tap 🔲 > **Delete**.
• While in a message list (for instance, the inbox), tap the sender image before the message(s), and then tap 🔲.

NOTE: If you accidentally delete an email, tap **UNDO** to retrieve it.

Writing and Sending an Email

1. Open your email Inbox and tap 🔲.

   NOTE: If you have more than one email account added on the phone, tap the sender line to select the account you want to use for sending the message.
2. Enter a contact name or email address in the **To** field. Separate each recipient with a comma. You can also tap ➕ to select recipients from your contacts or history.

   NOTE: To send a carbon copy or blind carbon copy to other recipients, tap ⌄ beside the **To** field to open the **Cc/Bcc** fields and enter the contact names or email addresses.
3. Enter the email subject and compose the email text.
4. Tap 🔲 to add audio files, images, videos, and other types of files as attachments.
5. Tap 🔲 at the top of the screen to send the message.

Adding a Signature to Your Emails

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

1. Open the Email app.

2. Tap ▤ > **Settings** and select the account you want to add a signature to.

3. Tap **Signature** and enter the text.

4. Tap **OK**.

Adding and Editing Email Accounts

Adding an Email Account

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

1. Open the Email app.

2. Tap ▤ > **Settings** > **Add account**.

3. Set up the account as you did with the first one.

Editing an Email Account

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

1. Open the Email app.

2. Tap ▤ > **Settings** and tap the account whose settings you want to change.

3. Make the changes you want, and tap ← or press the **Back Key** when you're finished.

Removing an Email Account

1. Open the Email app.

2. Tap ▤ > **Settings** and tap the account you want to remove.

3. Tap **Remove account** > **OK**.

Changing General Email Settings

General settings apply to all email accounts you add.

1. Open the Email app.

2. Tap ▤ > **Settings** > **General settings**.

3. Make the changes you want, and tap ← or press the **Back Key** when you're finished.

Messaging

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

Opening the Messaging Screen

Press the **Home Key** > 💬.

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

- Tap ➕ to write a new text or multimedia message.
- Tap 🔍 to search for a message using keywords.
- Tap an existing message thread to open the conversation.

Sending a Text Message

1. On the Messaging screen, tap ➕.
2. Add recipients in one of the following ways:
   - Tap the **To** field and manually enter the recipient's number or the contact name. If the phone presents a few suggestions, tap the one you want to add.
   - Select recipients from your contacts by tapping 👤.
3. Tap the **Type message** field and enter the content of your text message.
4. If you want to send a multimedia message, tap 📎 to attach a file or a slideshow to the message.
5. Tap ➤ or ⋮ > **Send**.

NOTES:

- You can also include email addresses as recipients for multimedia messages.
- Do not add any attachment if you want to send a text message. Otherwise you may be charged for a multimedia message.

Replying to a Message

Messages you receive are appended to existing threads of the same number. If the new message comes from a new number, a new thread is created.

1. On the Messaging screen, tap the thread that has the message you want to reply to.
2. Type your reply in the text field at the bottom. You can tap 📎 if you want to reply with an MMS.
3. Tap ➤ or ⋮ > **Send**.

Forwarding a Message

1. On the Messaging screen, tap the thread that has the message you want to forward.
2. Tap the message you would like to forward.
3. Tap **Forward** in the menu that opens.
4. Enter a recipient for the message and edit the content if needed.
5. Tap ➤ or ⋮ > **Send**.

Deleting Messages or Threads

Deleting Messages in a Thread

1. On the Messaging screen, tap a thread.
2. Tap ⋮ > **Multi-Select**.
3. Tap the checkboxes beside the messages you want to delete.
4. Tap 🗑 > **OK**.

Delete Message Threads

1. On the Messaging screen, press and hold one thread you want to delete.
2. If there are more threads you want to delete, tap them one by one.
3. Tap 🗑 > **OK**.

Copying a Message

You can copy text messages from the nano-SIM card to the phone storage.

1. On the Messaging screen, tap ▐ > **Settings** > **Manage SIM card messages**.
2. Press and hold a message, and then tap **Copy to phone memory**.

Changing Message Settings

Tap ▐ > **Settings** in the Messaging screen to change Message settings.

- **SMS Enabled:** Tap to change your default SMS app.

Storage:

- **Delete old messages:** Delete old messages as limits are reached.
- **Text message limit:** Set number of SMS messages to save per conversation.
- **Multimedia message limit:** Set number of MMS messages to save per conversation.

Text (SMS) messages:

- **Delivery reports:** Set to request a delivery report for each message you send.
- **Manage SIM card messages:** Manage the messages stored on your nano-SIM card.
- **SMS priority:** Select to make messages Normal or High priority.

Multimedia (MMS) messages:

- **Auto-retrieve:** Automatically download multimedia messages.
- **Group messaging:** Set to use MMS to send a single message when there are multiple recipients.
- **Delivery reports:** Set to request a delivery report for each message you send.
- **Roaming auto-retrieve:** Automatically retrieve messages while roaming.
- **MMS validity:** Select how long the message will be valid for resending if it is not delivered the first time.
- **MMS creation mode:** Select whether to allow, warn, or restrict attachments to messages that may not be supported by the network or the receiving device.

Display Settings:

- **Bubble and background:** Select a dialog bubble and background.
- **Preview messages:** Select to preview messages on the lock screen and status bar.

Notifications:

- **Notifications:** Show message notifications in the Status Bar.
- **Select ringtone:** Choose a ringtone for your incoming messages.
- **Vibrate:** Make your phone vibrate when a new message arrives.

Signature settings:

- **Edit signature:** Edit your signature, which can be added automatically to outgoing messages.
- **Add signature:** Add the signature to all outgoing messages.

Wap push switch:

- **Enable wap push receiving:** Allow your phone to receive WAP push.

Emergency alerts:

- **Vibrate alert:** Make your phone vibrate when emergency alert messages arrive.
- **Receive emergency alerts:** Choose the types of alerts you'd like to receive.
- **Notification for unread alerts:** Set a notification reminder for every 10 minutes.
- **Alerts notification preview:** Preview settings for alert tones and vibration cadence.
- **Speak alert message:** Use text-to-speech to speak emergency alert messages.

Calendar

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

To open Calendar, press the **Home Key** > ⊕ > **Calendar**.

Viewing Your Calendars and Events

Selecting Visible Calendars

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

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

Changing Calendar Views

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

To change calendar views, tap the current view at the top left and select the view you prefer. You can also change to Day view from Month view by double-tapping any day block in the monthly calendar.

• In Month view, swipe vertically to see earlier months and later months.
• In Week or Day view, swipe horizontally to see earlier weeks/days and later weeks/days.
• When you are viewing earlier or later days, weeks, or months, tap the calendar icon at the top of the screen to quickly switch to today.

Viewing Event Details

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

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

Creating an Event

1. In any Calendar view, tap ⊕ to open an event details screen for a new event.

   You can also tap a spot in Day or Week view twice to add an event to that time spot.

   NOTE: If you have more than one calendar, you can choose the calendar to which to add the event by tapping the current calendar above the Event name box.

2. Add details about the event.
3. Tap **DONE** to save the new event.

NOTE: You can also create a new event by copying the details of an existing event. Just open the event details screen and tap ⋮ > **Copy**. Then edit the new event information and tap **DONE**.

Editing, Deleting, or Sharing an Event

1. Find the event you want to edit, delete, or share.
2. Open its details screen (see *Calendar – Viewing Your Calendars and Events – Viewing Event Details*).
3. Choose one of the following options:
   • To edit the event, tap ✎. Tap **DONE** to save your changes.
   • To delete the event, tap 🗑 > **OK**.
   • To share the event, tap ⬸ and choose how to share.

Changing Calendar Settings

To change Calendar settings, open a Calendar view (Day, Week, Month, or Agenda) and then tap ⋮ > **Settings**.

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

Calendar

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

Searching an Event

Tap ▊ > **Search** and then type the event in the Search field, or tap ▍ to speak out the event you want to search.

Browser

Use Browser to view web pages and search for information.

Opening the Browser

Press the **Home Key** > ▲ to launch the web browser. The Browser also opens when you tap a web link—for example, in an email or a text message.

1. Open the Browser app.
2. Tap the address box at the top of the web page.
3. Enter the address (URL) of a web page, or enter terms you want to search for.
4. Tap a URL or search suggestion, or tap ➔ at the top of the screen to open the web page or search results.

NOTE: Tap ✕ next to the address box if you want to stop opening the page.

Setting the Home Page

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

1. Open the Browser app.
2. Tap ▦ > **Settings** > **Set homepage**.
3. Enter the URL and tap **OK** to set it as the homepage.

Using Multiple Browser Windows

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

Opening a New Browser Window

Tap ⊞ at the bottom of the screen, and then tap **New window**. A new browser window opens and the home page is loaded.

Switching Between Browser Windows

1. Tap ▣ at the bottom of the screen. The number in the icon indicates the number of currently active browser windows.
2. Tap one you want to open.

NOTE: Swipe a title horizontally or tap ✕ to close the browser window. Tap **Close all** to close all windows.

Downloading Files

1. Press and hold an image or a link to a file or to another web page.
2. In the menu that opens, tap **Save image** or **Save link**.

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

Changing Browser Settings

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

To open the Browser settings screen, tap ▦ > **Settings** in the browser screen.

Camera

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

Capturing a Photo

1. Press the **Home Key** > ◐.
2. Aim the camera at the subject and make any necessary adjustments. AUTO camera mode is used by default.
3. Tap the area on the screen where you want the camera to focus, or let the camera autofocus on the center of the image.
4. As the exposure bar ☀ appears beside the focus point, you can drag ☀ up or down to adjust the exposure.
5. Lightly tap ◙.

Number	Function
1	Change the camera settings.
2	View photos and videos you have taken.
3	Select special effects.
4	Capture a photo.
5	Capture a video.
6	Select a camera mode for the back camera.
7	Drag up or down to adjust exposure.
8	Switch between the front and back cameras.

9	Set a time delay before the camera automatically takes a picture after you tap the shutter icon.
10	Turn on or off High Dynamic Range (HDR) mode (available only for the back camera).
11	Change the flash setting (available only for the back camera).

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

NOTES:
- You can use the Volume Key or pinch or spread your fingers on the screen to zoom in or out before taking a picture.
- When you use the front camera, you can tap 🔘 to adjust the smile detection setting.

Using Manual Camera Mode

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

1. Press the **Home Key** > 🔵 > **MANUAL**.
2. Aim the camera at the subject. You can make the following adjustments.
   - Drag ⭕ to any area on the screen that you want to focus on.
   - Drag ➕ to any area on the screen where you want the camera to meter exposure so as to adjust the photo brightness.
   - Tap 🔘 to adjust ISO.
   - Tap 🔘 to adjust overall exposure when shutter speed is set to Auto.
   - Tap 🔘 to adjust white balance.
   - Tap 🔘 to adjust the focus of the picture or to turn Auto focus on or off.
3. Tap 🔘 to take the photo.

Using Other Camera Modes

Besides capturing photos in the traditional way, your Camera app offers other powerful and interesting camera modes. Tap **MODES** in the viewfinder screen to find them all.
- **PANORAMA:** Capture panorama photos.
- **MULTI EXPOSURE:** Choose from several options to capture multiple photos for a collage.
- **INTERVAL:** Set a time delay before the camera automatically takes a picture after you tap the shutter icon.

Recording a Video

1. Press the **Home Key** > 🔵.
2. Aim the camera at the subject and make any necessary adjustments. You can tap any area on the screen that you want the camcorder to focus on before and during recording.

   NOTE: You can pinch or spread your fingers on the screen to zoom in or out before and during recording.
3. Tap 🔘 to start recording. You can also tap ⏸/⭕ to pause or resume recording.

   NOTE: While recording is in progress, you can tap 🔘 to save the frame as a photo.
4. Tap 🔘 to stop recording.

Customizing Camera and Video Settings

Before capturing a photo or video, you can tap 🔘 to open the following camera setting options:

CAMERA
- **Picture size:** Set the image size for your photo. Available for the front camera and Manual mode.
- **Full screen:** Set the viewfinder screen as full screen when the back camera is in use.

Camera

- **Mirror:** Take a mirror photo using the front camera.
- **Point-and-shoot:** Tap the viewfinder screen to take a photo using the front camera.
- **Shutter tone:** Turn the shutter tone on or off.
- **Geo-tagging:** Select whether to store the GPS location in your captured photos.
- **Grid:** Show or hide the nine grids or the golden spiral for balanced photo composition (Manual mode only).
- **Gradienter:** Enable or disable the gradienter (Manual mode only).
- **Storage location:** Tap **Save location** to change the storage location for captured photos and videos.
- **Restore defaults:** Restore default camera and camcorder settings.

VIDEO

- **Video quality:** Set the quality for your video.
- **Time lapse:** Set the time interval between each frame when recording time-lapse videos using the back camera.
- **Focus lock when recording:** Select whether to lock the focus point on the center of the screen when recording videos using the back camera.
- **Geo-tagging:** Select whether to store the GPS location in your captured videos.
- **Storage location:** Tap **Save location** to change the storage location for captured videos.
- **Restore defaults:** Restore default camera and camcorder settings.

NOTE: Some camera and video options will change in different camera modes.

Gallery

Opening the Gallery

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

Working With Albums

When you open the Gallery, all pictures and videos on your phone are displayed in a number of albums. Swipe up and down to see them all.

Viewing Album Contents

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

Sharing Albums, Pictures, or Videos

1. Press and hold an item in the Album view to select an album, or after you open an album, to select a picture or a video.
2. Tap more items that you want to share.
3. Tap ⬒ and select how you want to share the items.

Deleting Albums, Pictures, or Videos

1. Press and hold an item in the Album view to select an album, or after you open an album, to select a picture or a video.
2. Tap more items that you want to delete.
3. Tap ▮ > **OK**.

Hiding Albums

1. Press and hold an album to select it.
2. Tap more albums that you want to hide.
3. Tap ⊘ > **OK**.

NOTE: To show the hidden albums again, tap ⋮ > **Settings** > **Manage hidden albums**. Tap the albums you want to restore, and then tap **Show**.

Working With Pictures

Tap a picture in an album to view the picture in full screen. Double-tap the picture, or pinch two fingers together or spread them apart to zoom out or in. Slide left or right to view other pictures in the album.

Number	Function
1	Tap to return to the album, where all its contents are displayed in a grid.
2	Delete the picture.
3	Edit the picture.
4	Share the picture.
5	View more options, such as rotate, rename, and print.
6	Add to favorites.
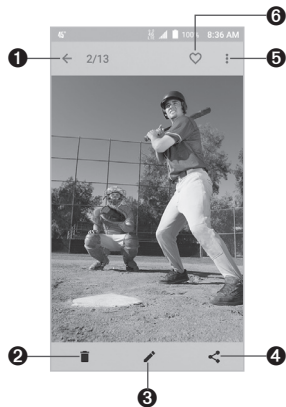
NOTES:

- Pinch a picture or video to make it smaller. You'll then see a filmstrip-style view of all your pictures and videos in a row. Swipe left or right to scan through them all.
- You can delete a picture or video by tapping 🗑 > **OK** or by swiping it up in the filmstrip view. If you accidentally delete one by swiping it up, tap **UNDO** to retrieve it.
- Not all options may be available for certain albums or pictures.

Retouching Your Pictures

You can edit any photos you took and some other pictures in Gallery with Photo Editor. The changed picture is saved in the same album as the original one, while the original is never affected.

1. While viewing a picture in full screen, tap the screen and tap ✏ > **Photo Editor**.

   NOTE: You can also choose to edit the picture with Photos.

2. Tap the icons along the bottom of the screen to edit the picture.

⊛	Apply filters, old photo effects, or blur effects.
⛏	Crop, rotate, or flip (mirror) the picture.
⊘	Adjust exposure, saturation, hue, sharpness, and other color options.
✏	Select a color and draw on the picture, or add some text or mosaics to the picture and adjust the effect.
☺	Add a frame to the picture, or decorate people in the picture with moustaches, eye glasses, hats, and more.

3. To cancel or accept the changes you've made to the picture, tap ✕ or ✓ at the top of the screen.

4. Tap 🖫 to save the new picture.

NOTE: Tap ↺ in the Photo Editor screen to see the edits you have made and undo or redo them.

Making a GIF or a Collage

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

1. Open the Gallery app and tap ⋮ > **GIF maker** or **Collage maker**.

2. Tap an album.

Gallery

3. Tap the pictures you want.
   - To make a GIF, tap 2 to 50 pictures in the order (or reverse of the order) that you want them to appear in the GIF.
   - To make a collage, tap 2 to 9 pictures.

   The pictures you tapped are displayed along the bottom of the screen. Tap ⊗ to remove the pictures you do not want.

4. Tap **NEXT**. The GIF or collage is displayed.

5. Tap the options along the bottom to adjust the final picture.
   - For GIF, you can adjust the speed, order, and size. Tap **MORE** to add more pictures to the GIF, change their order, or adjust each picture.
   - For collage, tap **TEMPLATE**, **FREE**, or **COLLAGE** and then select a border, shading, and style.

6. When you are satisfied with the final picture, tap 💾 to save the GIF or tap ✓ to save the collage.

Depending on your storage setting, the picture is saved to the *zte_editor/Save* folder in your phone storage or your microSDHC card.

Playing Videos

1. Tap an album in Gallery and then tap the thumbnail of a video.

2. Tap ▶ at the center and select a player to start playing.

3. Tap the video to view the playback controls.

In the Video Player, you can tap 🔲 to play the video in a small floating window and continue with other tasks on the phone.

Music

Press the **Home Key** > ⊛ > **Music** to play audio files stored on your phone. Music supports a wide variety of audio formats, so it can play music you purchase from online stores, music you copy from your CD collection, and more.

Copying Music Files to Your Phone

Before using Music, you need to copy or download audio files to your phone.

Copying From a Computer

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

2. Tap **Media device (MTP)** as the connection mode. (See *Connecting to Networks and Devices – Connecting to Your Computer via USB*.)

3. Copy the music files from the computer to the phone storage or the microSDHC card.

Downloading From the Internet

You can download music files using certain apps, such as Google Play Music (see *More Apps – Google Apps – Play Music*).

Receiving via *Bluetooth*

You can receive music files from other devices. (See *Connecting to Networks and Devices – Connecting to Bluetooth Devices – Receiving Data via Bluetooth*.)

Viewing Your Music Library

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

Your music is organized by **All Songs**, **Favorites**, **Playlists**, **Albums**, **Folders**, and **Artists**. You can also tap a song under **Recently Played** to play it again.

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

Setting a Song as the Default Ringtone

You can set a song as the ringtone for all incoming calls, except those from contacts to whom you have assigned special ringtones (see *Contacts – Editing Contacts – Setting a Ringtone for a Contact*), or as the default notification sound.

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

   NOTE: If you are in the playback screen, tap ∨ or simply swipe downwards to return to the music library.

2. Tap ⁝ next to a song in any list.

3. In the menu that opens, tap **Set as ringtone**.

4. Tap **Phone Ringtone** or **Notification Ringtone**.

NOTE: If the song is being played and you're on the playback screen, tap ⁝ > **Set as ringtone** and select **Phone Ringtone** or **Notification Ringtone**.

Playing Music

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

Number	Function
1	Return to the music library.
2	Album artwork. Slide left/right to switch to the next/previous song in the playlist.
3	Check the track information.
4	Turn shuffle on or off.
5	Playback control: Skip songs or pause and resume playback. Drag the progress bar to jump to any part of the track.
6	Toggle repeat mode: no repeat, repeat the current track, or repeat the current playlist.
7	Add the track to the Favorites playlist.
8	Access additional options.
9	Tap to see the current playlist (queue).

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

• In other apps, swipe down the Notification Panel. Tap the song title to restore the playback screen, or you can pause/resume playback or skip songs.

• When the screen is locked, the song information, album cover, and playback controls are displayed on the screen. Tap the song title to restore the playback screen, or you can pause/resume playback or skip songs.

Managing Playlists

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

- Tap ⁞ > **Add to playlist** next to a song to add it to a playlist or create a new playlist.
- Tap ⁞ > **Delete** next to a playlist to delete the playlist.
- Tap ⁞ > **Rename** next to a playlist to rename the playlist.
- Tap a playlist to view its content. To delete a song, press and hold the song. Tap additional songs to select multiple songs for removal. Tap ⊖ to remove the songs from the playlist.

Video Player

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

Opening the Video Library

Press the **Home Key** > ⊙ > **Video Player** to view your video library. Swipe up or down to find the video you want. You can also tap 🔍 to search for video files, or tap ⁞ > **View by** or **Sort by** to change the display mode or sort the list.

Playing and Controlling Videos

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

Number	Function
1	Return to video library list.
2	Rotate the video.
3	Change the video ratio (fit to screen).
4	Playback control: Skip videos or pause and resume playback. Drag the slider to jump to any part of the video.
5	Play the video in a small window and continue with other tasks on the phone.
6	Share, trim, or delete the video, or configure player settings.
7	Hide video playback controls and lock the touch screen.
8	Take a screenshot.

NOTES:

• Slide horizontally on the video to rewind or fast forward.
• Slide vertically on the right or left part of the screen to adjust volume or brightness, respectively.
• Tap ◁ or ▷ to skip to the previous or the next video.

Managing Video Files

Deleting Videos

1. In the video library, tap ⋮ > **Multi-Select**, or press and hold a video.
2. Tap the videos you want to delete.
3. Tap 🗑 > **OK**.

Sharing Videos

1. In the video library, tap ⋮ > **Multi-Select**, or press and hold a video.
2. Tap the videos you want to share.
3. Tap ⊲ and select how you want to share them.

Trimming a Video

1. Tap a video to start playing it.
2. Tap ⋮ > **Trim**.
3. Drag the two tabs on the progress bar to select the portion you want to keep. You can tap ▷ to preview the selected portion.
4. Tap ✂. The trimmed video is saved as a new video file.

Renaming a Video

1. Tap ≡ next to the video you want to rename.
2. Tap **Rename**.
3. Type the new video name and tap **OK**.

Viewing Details of a Video

1. Tap ≡ next to a video you want to view the details of.
2. Tap **Details**.
3. Tap **CLOSE** to close the window.

More Apps

Calculator

Press the **Home Key** > ⊙ > **Calculator** to use the phone's convenient built-in calculator for some basic as well as advanced mathematical equations.

NOTE: To see more calculator options, swipe left while holding the phone in portrait view or turn the phone to landscape view.

Clock

Press the **Home Key** > ⊙ > **Clock**. The Clock app allows you to check local time in places around the world, set alarms, and use timers.

Setting a New Alarm

1. Open the Clock app and tap ⊙.
2. Tap a default alarm to configure it, or tap ⊕ at the bottom of the screen to create a new alarm.
3. Set up the alarm options, such as time, alarm days, snooze, and alarm ringtone.
4. Tap **SAVE** to save and exit.

NOTES:

• To enable or disable existing alarms directly, tap **On** ⬤ or **Off** ⬤ on the right side of each alarm.

• Tap ⚙ to configure alarm settings, including ringtone volume, vibration, alarm duration, volume crescendo, and alarm in silent mode.

Using World Time

1. Open the Clock app and tap 🌐.
2. World time lets you check local times for cities around the world. Tap ⊕ to add a new city.

Using Stopwatch and Countdown

1. Open the Clock app and tap ⊙ or ⌛.
2. Stopwatch allows you to record lap times, while countdown allows you to set a time and count down to zero.

Downloads

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

Press the **Home Key** > ⊙ > **Downloads**.

• Tap a file to open it with the appropriate application.

• Press and hold a file to delete or share it.

File Manager

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

Press the **Home Key** > ⊙ > **File Manager**. Tap **CATEGORY** to find the file you need by category, or tap **LOCAL** to browse folders and files on the phone storage or the microSDHC card.

• Tap folders and files to access stored items.

• Tap ⋮ > **New folder** to create a new folder in the current directory.

• Press and hold a folder or file for options: copy ▢, move ✛, share ⧩, delete 🗑, and more options ⋮.

• To copy or move an item:
   1. Press and hold the folder or file.
   2. Tap ▢ or ✛.
   3. Navigate to a new location within File Manager and tap **PASTE**. You can tap ⊕ to create a new folder in the directory before pasting.

Sound Recorder

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

Recording a Voice Memo

1. Press the **Home Key** > 🔘 > **Sound Recorder**.
2. Tap 🔘 to turn on or off high-quality recording.
3. Tap 🔘 to start recording. Tap 🔘 to pause and 🔘 to continue recording.
4. Tap 🔘 to stop recording. The memo is automatically saved.

Playing a Voice Memo

To play a memo you just recorded:

Tap 🔘 at the bottom of the screen.

To play any saved memo:

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

NOTE: You can also tap 🔘 at the right of the memo to delete, share, rename, tag, or trim it, check its file information, or set it as your phone ringtone.

Wi-Fi Utility

Wi-Fi Utility can manage your Wi-Fi settings to provide free and high-speed data by automatically connecting your phone to reputable Wi-Fi hotspots.

Press the **Home Key** > 🔘 > **Wi-Fi Utility**, and select a Wi-Fi settings option.

Google Apps

NOTE: Some Google services may not be available in your region.

Chrome

Use the Chrome app to browse the Internet and get your bookmarks, browsing history, and more synced with your Google account.

Drive

Store files on Google servers for free after you sign in to your Google account. You can access them on your computers, your phones and other devices, share them, or collaborate with others.

Gmail

Send and receive emails via your Gmail account or other personal email accounts.

Google

Use Google search or get information when you need it with Google Now.

Hangouts

Chat with Google+ friends or send text or multimedia messages.

Maps

Find your place and find your way in the world.

Photos

Manage photos on the phone and on your Google account.

Play Movies & TV

Stream and download movies and TV shows.

More Apps

Play Music
Play music on the phone and on your Google account.

Play Store
Purchase and download apps, games, and more from the Google Play store.

Voice Search
Search for information with your voice.

YouTube
Watch video clips from YouTube.com, or upload your own and share with the world.

Google Play

Google Play has tens of thousands of games and applications for you to enjoy. Before you begin, make sure that you are signed in to your Google account. Press the **Home Key** > .

NOTE: The content you can access in the Play Store depends on your region and your service provider.

Browsing and Searching for Apps

You can browse apps by category. Tap a top-level category, such as GAMES, and tap an app from any subcategory. You can also search for apps by name, description, or developer. Just tap the search box at the top of the screen and enter search terms.

Downloading and Installing Apps

1. When you find an app you wish to install, tap it to open its details screen.
2. Tap **INSTALL** (free apps) or the price (paid apps).

NOTE: A payment method (such as Google Wallet) is required to purchase apps. See *Creating a Google Wallet Account* below.

3. Read the app permissions and tap **ACCEPT**.

CAUTION: Once installed, some apps can access many functions or a significant amount of your personal data. The Play Store will show you what the app can access.

4. For paid apps, follow additional on-screen instructions for payment.
5. Wait for the app to be downloaded and installed automatically. Payment needs to be authorized before paid apps start downloading.
6. The app is successfully installed when appears in the Status Bar. You can find the new app by pressing the **Home Key** > .

Creating a Google Wallet Account

You must have a payment method, such as a Google Wallet account, associated with your Google account to purchase items from the Play Store.

To create a Google Wallet account, you can do one of the following:

• Go to wallet.google.com and create an account.

• Attempt to purchase an item from the Play Store on your phone. The first time you do so, you will be prompted to enter your billing information and can set up a Google Wallet account.

WARNING! Once you've used Google Wallet to purchase items from the Play Store app, your phone remembers your password so that you don't need to enter it again. For this reason, you should secure your phone to prevent others from using it without your permission.

Managing Your Downloads

After you've downloaded and installed an app, you can rate it, view it in a list with your other downloaded apps, configure it to update itself automatically, and more.

Viewing Your Downloaded Apps

1. Press the **Home Key** > ▶ > ≡ > **My apps & games**.

2. In the list of your installed apps, you can tap one to rate it, uninstall it, request a refund, and more.

Uninstalling an App

1. Press the **Home Key** ▶ > ≡ > **My apps & games**.

2. Tap an app to open its details screen.

3. Tap **UNINSTALL** > **OK**.

Settings

From the home screen, tap ⊕ > **Settings**. Settings contains most of the tools for customizing and configuring your device.

Wireless & Networks

Wi-Fi

Turn Wi-Fi on or off and configure your Wi-Fi connections (see *Connecting to Networks and Devices – Connecting to Wi-Fi*).

Bluetooth

Turn *Bluetooth* on or off and configure your *Bluetooth* connections (see *Connecting to Networks and Devices – Connecting to Bluetooth Devices*).

Mobile Networks

Control mobile data use and data roaming, select network types or operators, and reset access point names (see *Connecting to Networks and Devices – Connecting to Mobile Networks*).

Wi-Fi Hotspot

Turn on/off the mobile hotspot feature and configure its settings. (see *Connecting to Networks and Devices – Sharing Your Mobile Data Connection*).

Data Usage

Tap the **Mobile data** or **Set cellular data limit** switches to turn on or off mobile data or the mobile data limit.

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

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

Tap ⋮ > **Network restrictions** to select Wi-Fi networks that are mobile hotspots. Apps may warn you before using these networks for large downloads to avoid high mobile data bills.

Airplane Mode

In the Settings app, tap **More** > **Airplane mode** to enable or disable airplane mode.

VPN

In the Settings app, tap **More** > **VPN** to set up and connect to virtual private networks (see *Connecting to Networks and Devices – Connecting to Virtual Private Networks*).

Default SMS App

In the Settings app, tap **More** > **Default SMS app** to choose the preferred application for sending and receiving SMS.

Personal

Display

- **Brightness level:** Set the brightness of the display.
- **Adaptive brightness:** Automatically adjust screen brightness.
- **Wallpaper:** Select a background image for the home screen.
- **Sleep:** Set the length of time of inactivity before the screen turns off automatically.
- **Daydream:** Manage the Daydream function. When Daydream is enabled, photos or animations will be displayed as a screensaver.
- **Font size:** Set the font size of the text on the screen.
- **Auto-rotate screen:** Select whether the screen contents should rotate when the phone is rotated.

- **Pulse notification light:** The indicator light flashes to notify you of missed calls, new messages, and other events.
- **Navigation key light duration:** Control the backlight of the Home Key, Back Key, and Recent Apps Key. Choose one of the following options to set their backlight duration:
  - **Always off:** Turn off their backlight.
  - **Always on:** Keep their backlight on while the screen is turned on.
  - **2 seconds / 5 seconds:** Their backlight comes on for two or five seconds each time you touch the screen or keys while the screen is on.
  - **Auto:** Let your phone turn their backlight on or off automatically.

Sound & Notification

Adjust different types of volume (see *Personalizing – Adjusting Volumes*), set up ringtone and notification sounds (see *Personalizing – Changing the Ringtone and Notification Sound*), select system sounds (see *Personalizing – Turning System Sounds On/Off*), control notification display, or check apps that have requested Notification or Do not disturb access.

Security

- **Screen lock:** Lock the screen with long press, pattern, PIN, or password (see *Personalizing – Protecting your Phone with Screen Locks*).
- **Make pattern visible:** Show the pattern as you draw it. This option is available when unlock pattern is set.
- **Automatically lock:** Set the time needed for the lock protection to be activated after the screen turns off. This option is available when unlock pattern, PIN, or password is set.
- **Power button instantly locks:** Lock protection is activated immediately when you press the Power/Lock Key. This option is available when unlock pattern, PIN, or password is set.

- **Lock screen message:** Set text to be displayed on the lock screen.
- **Smart Lock:** Keep the phone unlocked when connected to trusted devices, in trusted places, when recognizing trusted faces or voices, or while being held or carried.
  NOTE: You need to sign in to your Google account on the phone to use the Smart Lock feature.
- **Encrypt phone:** Your phone is already encrypted.
- **Set up SIM card lock:** Lock the nano-SIM card and change the nano-SIM PIN.
  – **Lock SIM card:** Activate or deactivate the PIN lock to require PIN before accessing the nano-SIM card.
  – **Change SIM PIN:** Change the PIN used to access the nano-SIM card.
  NOTE: Put all your confidential passwords in a safe place for future use. If you enter the wrong SIM PIN more times than allowed, your nano-SIM card will be locked and you cannot access the mobile phone network. Contact your operator for a PIN Unlock Key (PUK) to restore the nano-SIM card.
- **Make passwords visible:** Display passwords as you enter them.
- **Device administrators:** View or deactivate apps you have authorized to be device administrators.
- **Unknown sources:** Permit installation of apps from sources other than the Play Store.
- **Storage type:** Check the credential storage type.
- **Trusted credentials:** Display trusted CA certificates.
- **Install from SD card:** Install certificates from the phone storage or the microSDHC card.
- **Clear credentials:** Delete all certificates.
- **Trust agents:** View or deactivate trust agents.
- **Screen pinning:** Keep a screen of your choice in view so others cannot switch apps and access personal information (see *Personalizing – Protecting Your Phone With Screen Pinning*).
- **Apps with usage access:** Turn on or off some apps' access to your phone usage information.

Navigation Key
You can swap the positions of the **Back Key** and the **Recent Apps Key**. Select an option to make the switch.

Date & Time
Set date, time, time zone, and how time is displayed. You can also use network-provided data (see *Personalizing – Setting the Date and Time*).

Language & Input
- **Language:** Select a language for your system.
- **Spell checker:** Activate Google Spell Checker to check for spelling errors when entering text, and change its settings.
- **Personal dictionary:** Add new words to the phone's dictionary or remove words from the dictionary. The words you add are used for spelling check and word suggestion.
- **Keyboard & input methods:** Configure text input settings (see *Knowing the Basics – Entering Text – Enabling or Disabling Input Methods*).
- **Text-to-speech output**
  – **Preferred engine:** Select the speech synthesis engine you want to use, or change its settings.
  – **Speech rate:** Select how quickly you want the synthesizer to speak.
  – **Pitch:** Adjust the tone of spoken text.
  – **Listen to an example:** Play a brief sample of the speech synthesizer, using your current settings.
  – **Default language status:** Check whether the text-to-speech output feature supports the current system language.
- **Pointer speed:** Select how fast the pointer/mouse should scroll when you connect the phone to a trackpad or mouse accessory.

Google

Manage settings for Google apps and services that are installed on your device.

Device

Location

Activate location services to determine your location. To use location-related applications, such as finding your location on Google Maps, you must have location services turned on on your phone.

1. Press the **Home Key** > ⊡ > **Settings** > **Location**.
2. Slide the **Location** switch to the **On** position to turn on location access.
3. When location access is enabled, tap **Mode** to select location mode you want to use.
   - **High accuracy:** Get accurate location using GPS, *Bluetooth*, Wi-Fi, and mobile networks.
   - **Battery saving:** Use only Wi-Fi, *Bluetooth*, and mobile networks to get your approximate location. This will drain less power from your battery than using GPS.
   - **Device only:** Use GPS to pinpoint your location.
4. If necessary, tap **Accelerated location** to use Qualcomm® IZat™ hardware-accelerated location to determine your position, even indoors.

Storage

The Storage settings menu lets you check memory information for your microSDHC card and phone storage.

If a microSDHC card is installed, you can choose the default location for new data, such as files downloaded, photos captured, and voice recorded. Tap **Save location** and select either **Phone** (to save files to phone storage) or **SD card** (to save files to the microSDHC card).

In the **Portable storage** section, you can manage the installed microSDHC card. For more information about using the card, see *Connecting to Networks and Devices – Using the microSDHC Card as Portable Storage*.

Battery

View remaining battery power and check which items have been using the battery. Tap an app or service to adjust its settings in order to save battery life. For example, tap **Screen** > **Reduce the screen brightness and/or screen timeout** to change screen brightness and sleep setting.

Tap ⋮ > **Battery saver** to manage battery saving mode, which reduces your phone's performance and limits vibration, location services, and most background data to improve battery life. You can turn Battery Saver on or off, or set a battery level at which it turns on automatically.

Tap ⋮ > **Battery optimization**. Battery optimization helps prolong battery standby time when you're not using the phone. To turn battery optimization off for specific apps, tap **Not optimized** > **All apps**. Tap the app name, and then tap **Don't optimize** > **DONE**.

Apps

Press the **Home Key** > ⊡ > **Settings** > **Apps** to see apps installed on your phone and manage them.

Tap ⋮ > **Show system/Hide system** to show/hide system apps in the list.

Tap ⋮ > **Reset app preferences** to reset all preferences. (You will not lose app data, but app preferences will be restored to default.)

Tap 🔧 to configure apps.

In the app list, tap an app to see its information. The following options may be available:

- **DISABLE/ENABLE:** Disable or enable the app.
- **UNINSTALL:** Uninstall the app.
- **FORCE STOP:** Stop the app.
- **Storage:** Check the amount of storage required and clear its data or cache.

- **Data usage:** Check data used by the app during a specified time cycle and change background data restriction settings.
- **Permissions:** Check or change the app permissions.
- **Notifications:** Manage the app notifications in the Notification Panel and the lock screen.
- **Open by default:** Check or change settings of the app links and clear defaults.
- **Battery:** Check the battery use details of the app since last full charge.
- **Memory:** Check how much memory has been used by the app.

NOTE: Not all options are available for all apps.

Memory

Monitor the average memory use and performance of your phone. You can also check which apps use the most memory.

Connect to PC

Select the USB connection mode between your phone and PC (see *Connecting to Networks and Devices – Connecting to Your Computer via USB – Connecting Your Phone to a Computer via USB*).

Backup & Reset

- **Back up my data:** Back up app data, Wi-Fi passwords, and other settings to Google servers after you sign in to your Google account.
- **Backup account:** Set the Google account that the data is backed up to.
- **Automatic restore:** Restore previously backed up settings and data when you reinstall an app.
- **Network settings reset:** Reset all your network settings, including Wi-Fi, cellular data, and *Bluetooth*.
- **Factory data reset:** Reset your phone to factory default settings. All your personal data from the phone's internal storage will be erased. You can also erase the data on the microSDHC card during the process.

Accounts

Manage your accounts and synchronization. Tap **Add Account** to sign in to or create accounts on your phone.

Tap an account type to see accounts of that type you have added and adjust their settings.

System

Accessibility

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

Printing

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

About phone

View phone status and other information. Tap **Software Update** to check for available software updates for your phone.

Upgrading the Phone Software

There are several ways to upgrade your phone software:

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

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

Troubleshooting

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

Problem	Possible Causes	Possible Solution
Poor reception	The network signal is too weak at your current location (for example, in a basement or near a tall building) because wireless transmissions cannot effectively reach it.	Move to a location where the network signal can be properly received.
	The network is busy at the current time (for example, during peak times, there may be too much network traffic to handle additional calls).	Avoid using the phone at such times, or try again after waiting a short time.
	You are too far away from a base station for your service provider.	You can request a service area map from your service provider.
Echo or noise	Poor network link quality on the part of your service provider.	End the call and dial again. You may be switched to a better-quality network link or phone line.
	Poor local telephone line quality.	End the call and dial again. You may be switched to a better-quality network link or phone line.
Unable to select certain features	Your service provider does not support these features, or you have not applied for services that provide these features.	Contact your service provider.

Problem	Possible Causes	Possible Solution
Battery not charging	The battery or battery charger is damaged.	Contact the dealer.
	The phone's temperature is below 32°F (0°C) or higher than 113°F (45°C).	Adjust the battery charging environment to avoid extremes of temperature.
	Poor contact between the battery and charger.	Check all connectors to make sure all connections have been properly made.
Shortened standby time	The standby time is related to your service providers' system configuration. The same phone used with different service providers' systems will not provide exactly the same length of standby time.	If you are located in an area where signaling is weak, temporarily power off the phone.
	The battery is depleted. In high-temperature environments, battery life will be shortened.	Contact the dealer for a new battery.
	If you are not able to connect to the network, the phone will continue to send out signals as it attempts to locate a base station. Doing so consumes battery power and will consequently shorten standby time.	Change your location to one where the network is accessible, or temporarily turn off your phone.

Problem	Possible Causes	Possible Solution
Cannot turn your phone on	Battery power has been depleted.	Recharge the phone's battery.
nano-SIM card error	The nano-SIM card has malfunctioned or is damaged.	Take the nano-SIM card to your service provider for testing.
	The nano-SIM card is inserted improperly.	Insert the nano-SIM card properly.
	Debris is on the nano-SIM card contacts.	Use a soft, dry cloth to clean the nano-SIM card contacts.
Unable to connect to the network	The nano-SIM card is invalid.	Contact your service provider.
	You are not within the network's service area.	Check the service area with your service provider.
	Poor signal.	Move to an open space, or if you are inside a building, move closer to a window.
PIN code blocked	You have entered an incorrect PIN code three consecutive times.	Contact your service provider. If the service provider provides the nano-SIM card's PUK code, use the PUK code to unlock the nano-SIM card.
Phone crashes, reboots, freezes, or cannot be powered on	Some third-party software is not compatible with your phone.	Uninstall the software that may be causing the problem.
		Upgrade the phone software.
		Reset the phone to factory status.

For Your Safety

General Safety

	Don't make or receive handheld calls while driving. Never text while driving.		Don't use at gas stations.
	Keep your phone at least 10 mm away from your ear or body while making calls.		Your phone may produce a bright or flashing light.
	Small parts may cause choking.		Don't dispose of your phone in fire.
	Your phone can produce a loud sound.		To prevent possible hearing damage, do not listen at high volume levels for long periods.
	Avoid contact with anything magnetic.		Avoid extreme temperatures.
	Keep away from pacemakers and other electronic medical devices.		Avoid contact with liquids. Keep your phone dry.
	Power off when asked to in hospitals and medical facilities.		Don't take your phone apart.
	Power off when told to in aircrafts and airports.		Only use approved accessories.
	Power off when near explosive materials or liquids.		Don't rely on your phone for emergency communications.

Radio Frequency (RF) Energy

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

During SAR testing, this device was set to transmit at its highest certified power level in all tested frequency bands, and placed in positions that simulate RF exposure in usage against the head with no separation, and near the body with the separation of 0.4 inches (10 mm). Although the SAR is determined at the highest certified power level, the actual SAR level of the device while operating can be well below the maximum value. This is because the phone is designed to operate at multiple power levels so as to use only the power required to reach the network. In general, the closer you are to a wireless base station antenna, the lower the power output.

The exposure standard for wireless devices employs a unit of measurement known as the Specific Absorption Rate, or SAR. The SAR limit set by the FCC is 1.6 W/kg.

This device complies with SAR for general population/uncontrolled exposure limits in ANSI/IEEE C95.1-1992 and has been tested in accordance with the measurement methods and procedures specified in IEEE1528.

The FCC has granted an Equipment Authorization for this model phone with all reported SAR levels evaluated as in compliance with the FCC RF exposure guidelines. SAR information on this model phone is on file with the FCC and can be found under the Display Grant section of www.fcc.gov/oet/ea/fccid after searching on FCC ID: **SRQ-Z837VL**.

For this device, the highest reported SAR value for usage against the head is **0.54 W/kg**, for usage near the body is **1.19 W/kg**.

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

SAR compliance for body-worn operation is based on a separation distance of 0.4 inches (10 mm) between the unit and the human body. Carry this device at least 0.4 inches (10 mm) away from your body to ensure RF exposure level compliant or lower to the

reported level. To support body-worn operation, choose the belt clips or holsters, which do not contain metallic components, to maintain a separation of 0.4 inches (10 mm) between this device and your body.

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

FCC Regulations

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

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

• Reorient or relocate the receiving antenna.

• Increase the separation between the equipment and receiver.

• Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.

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

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

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

Hearing Aid Compatibility (HAC) Regulations for Mobile Phones

In 2003, the FCC adopted rules to make digital wireless telephones compatible with hearing aids and cochlear implants. Although analog wireless phones do not usually cause interference with hearing aids or cochlear implants, digital wireless phones sometimes do because of electromagnetic energy emitted by the phone's antenna, backlight, or other components. Your phone is compliant with FCC HAC regulations (ANSI C63.19-2011).

While some wireless phones are used near some hearing devices (hearing aids and cochlear implants), users may detect a buzzing, humming, or whining noise. Some hearing devices are more immune than others to this interference noise, and phones also vary in the amount of interference they generate. The wireless telephone industry has developed ratings for some of their mobile phones to assist hearing device users in finding phones that may be compatible with their hearing devices. Not all phones have been rated. Phones that have been rated have a label on the box. These ratings are not guaranteed. Results will vary, depending on the level of immunity of your hearing device and the degree of your hearing loss. If your hearing device happens to be vulnerable to interference, you may not be able to use a rated phone successfully. Trying out the phone with your hearing device is the best way to evaluate it for your personal needs.

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

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

T-Ratings: Phones rated T3 or T4 meet FCC requirements and are likely to be more usable with a hearing device's telecoil ("T Switch" or "Telephone Switch") than unrated phones. T4 is the better/higher of the two ratings. (Note that not all hearing devices contain telecoils.)

Your **Z837VL** has been tested for hearing aid device compatibility and has an **M4/T3** rating.

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

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

Distraction

Driving

Full attention must be given to driving at all times in order to reduce the risk of an accident. Using a phone while driving (even with a hands free kit) can cause distraction and lead to an accident. You must comply with local laws and regulations restricting the use of wireless devices while driving.

Operating Machinery

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

Product Handling

General Statement on Handling and Use

You alone are responsible for how you use your phone and any consequences of its use.

You must always turn off your phone wherever the use of a phone is prohibited. Use of your phone is subject to safety measures designed to protect users and their environment.

• Always treat your phone and its accessories with care and keep it in a clean and dust-free place.
• Keep the screen and camera lens clean. Unclean screen or camera lens may slow down the phone's reaction to your operations or lower image quality.
• Clean the device and its accessories with a soft material such as cleaning cloth for eyeglass lenses. Do not use alcohol or other corrosive substances for cleaning or allow them to get inside.
• Do not expose your phone or its accessories to open flames or lit tobacco products.
• Do not expose your phone or its accessories to liquid, moisture or high humidity.
• Do not drop, throw or try to bend your phone or its accessories.
• Do not use harsh chemicals, cleaning solvents, or aerosols to clean the device or its accessories.
• Do not paint your phone or its accessories.
• Do not attempt to disassemble your phone or its accessories. Only authorized personnel can do so.
• Do not expose or use your phone or its accessories in an environment with or that can reach extreme temperatures, minimum 23°F (-5°C) and maximum 122°F (+50°C).
• Do not place your phone inside or near heating equipment or high-pressure containers, such as water heaters, microwave ovens, or hot cooking utensils. Otherwise, your phone may be damaged.
• Please check local regulations for disposal of electronic products.
• Do not carry your phone in your back pocket as it could break when you sit down.

Small Children

Do not leave your phone and its accessories within the reach of small children or allow them to play with it. They could hurt themselves or others, or could accidentally damage the phone. Your phone contains small parts with sharp edges that may cause an injury or may become detached and create a choking hazard.

Demagnetization

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

Electrostatic Discharge (ESD)

Do not touch the nano-SIM/SD card's metal connectors.

Antenna

Do not touch the antenna unnecessarily.

Normal Use Position

When placing or receiving a phone call, hold your phone to your ear, with the bottom towards your mouth.

Air Bags

Do not place a phone in the area over an air bag or in the air bag deployment area as an airbag inflates with great force and serious injury could result. Store the phone safely before driving your vehicle.

Seizures/Blackouts

The phone can produce a bright or flashing light. A small percentage of people may be susceptible to blackouts or seizures (even if they have never had one before) when exposed to flashing lights or light patterns such as when playing games or watching video. If you have experienced seizures or blackouts or have a family history of such occurrences, please consult a physician. To reduce the risk of blackouts or seizures, you can use your phone in a well-lit room and take frequent breaks.

Repetitive Strain Injuries

To minimize the risk of Repetitive Strain Injury (RSI) when texting or playing games with your phone:

* Do not grip the phone too tightly.
* Press the buttons lightly.
* Use the special features that are designed to minimize the times of pressing buttons, such as Message Templates and Predictive Text.
* Take many breaks to stretch and relax.

Emergency Calls

This phone, like any wireless phone, operates using radio signals, which cannot guarantee connection in all conditions. Therefore, you must never rely solely on any wireless phone for emergency communications.

Loud Noise

This phone is capable of producing loud noises, which may damage your hearing. Turn down the volume before using headphones, *Bluetooth* stereo headsets or other audio devices.

Phone Heating

Your phone may become warm during charging and during normal use.

Electrical Safety

Accessories

Use only approved accessories. Do not connect with incompatible products or accessories. Take care not to touch or allow metal objects, such as coins or key rings, to contact or short-circuit the charging jack terminals. Never puncture the surface of the phone with sharp objects.

Connection to Vehicles

Seek professional advice when connecting a phone interface to the vehicle electrical system.

Faulty and Damaged Products

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

CTIA Requirements

- Do not disassemble or open, crush, bend or deform, puncture, or shred the battery.
- Do not modify or remanufacture, attempt to insert foreign objects into the battery, immerse or expose to water or other liquids, expose to fire, explosion or other hazard.
- Only use the battery for the system for which it is specified.
- Only use the battery with a charging system that has been qualified with the system per CTIA Certification Requirements for Battery System Compliance to IEEE 1725. Use of an unqualified battery or charger may present a risk of fire, explosion, leakage, or other hazard.
- Do not short-circuit a battery or allow metallic conductive objects to contact battery terminals.
- Replace the battery only with another battery that has been qualified with the system per this standard, IEEEStd-1725. Use of an unqualified battery may present a risk of fire, explosion, leakage or other hazard.
- Promptly dispose of used batteries in accordance with local regulations.
- Battery usage by children should be supervised.
- Avoid dropping the phone or battery. If the phone or battery is dropped, especially on a hard surface, and the user suspects damage, take it to a service center for inspection.

- Improper battery use may result in a fire, explosion, or other hazard.
- The phone shall only be connected to CTIA certified adapters, products that bear the USB-IF logo or products that have completed the USB-IF compliance program.

Radio Frequency Interference

General Statement on Interference

Care must be taken when using the phone in close proximity to personal medical devices, such as pacemakers and hearing aids. Please consult your doctor and the device manufacturers to determine if the operation of your phone may interfere with the operation of your medical devices.

Pacemakers

Pacemaker manufacturers recommend that a minimum separation of 15 cm be maintained between a mobile phone and a pacemaker to avoid potential interference with the pacemaker. To achieve this, use the phone on the opposite ear to your pacemaker and do not carry it in a breast pocket.

Hearing Aids

People with hearing aids or other cochlear implants may experience interfering noises when using wireless devices or when one is nearby. The level of interference will depend on the type of hearing device and the distance from the interference source. Increasing the separation between them may reduce the interference. You may also consult your hearing aid manufacturer to discuss alternatives.

Medical Equipment

Turn off your wireless device when requested to do so in hospitals, clinics or healthcare facilities. These requests are designed to prevent possible interference with sensitive medical equipment.

Aircraft

Turn off your wireless device whenever you are instructed to do so by airport or airline staff. Consult the airline staff about the use of wireless devices onboard the aircraft. If your device offers airplane mode, this must be enabled prior to boarding an aircraft.

Interference in Vehicles

Please note that because of possible interference with electronic equipment, some vehicle manufacturers forbid the use of mobile phones in their vehicles unless a hands-free kit with an external antenna is included in the installation.

Explosive Environments

Gas Stations and Explosive Atmospheres

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

Blasting Caps and Areas

Power off your mobile phone or wireless device when in a blasting area or in areas posted power off "two-way radios" or "electronic devices" to avoid interfering with blasting operations.

WARNING: This product contains a chemical known to the State of California to cause cancer, birth defects or other reproductive harm.

Specifications

Handset specifications are shown in the following table.

Operating system	Android 6.0.1 (Marshmallow)
Handset standards	LTE/CDMA
Dimensions	5.73" (H) x 2.87" (W) x 0.41" (D)
Weight	5.93 oz. (with battery)
Display	5"
Camera	Rear 5 MP; Front 2 MP
Internal memory	ROM: 8 GB, RAM: 1 GB
Removable memory card	Supports microSDHC card up to 32 GB
Battery	2,800 mAh
Continuous idle time	Up to 20 days
Continuous talk time	Up to 18 hours
WAP browser version	WAP 2.0
Bluetooth	BT 4.2
HAC	M4/T3

NOTE: The phone's talk time and idle time are based on ideal working environments. The use of extended backlighting, browser, and network conditions can reduce battery life and talk/idle time.

Notes