

XOLO

user guide



contents

1 Getting Started.....	4
1.1 Your Phone	4
1.2 Phone Buttons	5
1.3 Phone Slots, Ports & Jacks	5
1.4 Charge the Battery.....	6
1.5 Insert Micro-SIM Card	6
1.6 Using the Headset.....	7
1.7 Turn on the Phone	7
1.8 Set up Your Phone.....	7
1.9 Sleep & Wake	7
1.10 Touchscreen	8
1.11 Tips on using the touchscreen	8
2 Home Screen & Basic Features.....	9
2.1 Customizing Your Home Screen	10
2.2 Status & Notification Icons.....	10
2.3 Search	12
2.4 Securing your Phone.....	13
2.5 Using the App Launcher	14
2.6 Using the Play Store	14
3 Onscreen Keyboard Basics	15
3.1 Suggestions and Auto-Complete.....	15
3.2 Swype Keyboard.....	16
4 Making & Answering Calls	17
4.1 Using the Phone Tab	17
4.2 Answering & Rejecting Calls	19
4.3 Using the Call Log Tab.....	20
4.4 Using the Contacts Tab	21
4.5 Import contacts from your Micro-SIM card	22
4.6 Quick Contacts.....	23
4.7 Contact Settings.....	23
4.8 Using the Favorites Tab.....	24
5 Sending & Receiving Messages.....	25
5.1 Sending messages.....	25
5.2 Managing Messages.....	26
5.3 Message Settings	26

6 Take Photos & Videos	28
6.1 Change Picture & Video Settings.....	29
6.2 View Your Pictures & Video	31
7 Browsing the Web.....	33
7.1 Bookmarks, Most Visited & History.....	34
7.2 Using multiple browser windows	34
7.3 Set Your Home Page	34
7.4 Changing Browser Settings.....	34
8 Playing Music.....	36
8.1 Playback Screen.....	36
8.2 Working with Playlists	37
8.3 Managing Music on Your Phone	37
9 Connections	38
9.1 Using Wi-Fi	38
9.2 Wireless Bluetooth® Connection	38
9.3 Near Field Communications (NFC)	39
9.4 Transfer Files between your Phone & Computer	39
9.5 Connecting to Virtual Private Networks	40
9.6 Sharing Your Phone's Data Connection	40
10 Accounts	42
11 Email	43
11.1 Working with Accounts.....	45
12 Calendar	46
12.1 Viewing Your Events.....	46
12.2 Storing & Displaying Calendars	47
12.3 Changing Calendar Settings.....	48
13 Gmail	49
13.1 Gmail Settings	50
14 Other Phone Functions	51
14.1 Updating Software.....	51
14.2 Downloads	51
14.3 Managing applications	51
14.4 Clock	52
14.5 Calculator.....	53
14.6 Global Positioning System (GPS).....	53

contents

15 Changing Phone Settings.....	55
15.1 Wireless & Networks Settings	55
15.2 Call Settings	57
15.3 Sound settings	57
15.4 Display Settings	58
15.5 Location & Security Settings	58
15.6 Applications settings	58
15.7 Accounts & Sync Settings	59
15.8 Privacy Settings	59
15.9 Storage settings	59
15.10 Language & Keyboard Settings	60
15.11 Accessibility Settings.....	60
15.12 Date & Time Settings	60
15.13 About Phone	60
16 Troubleshooting	61

1 Getting Started

Congratulations on your new phone purchase.

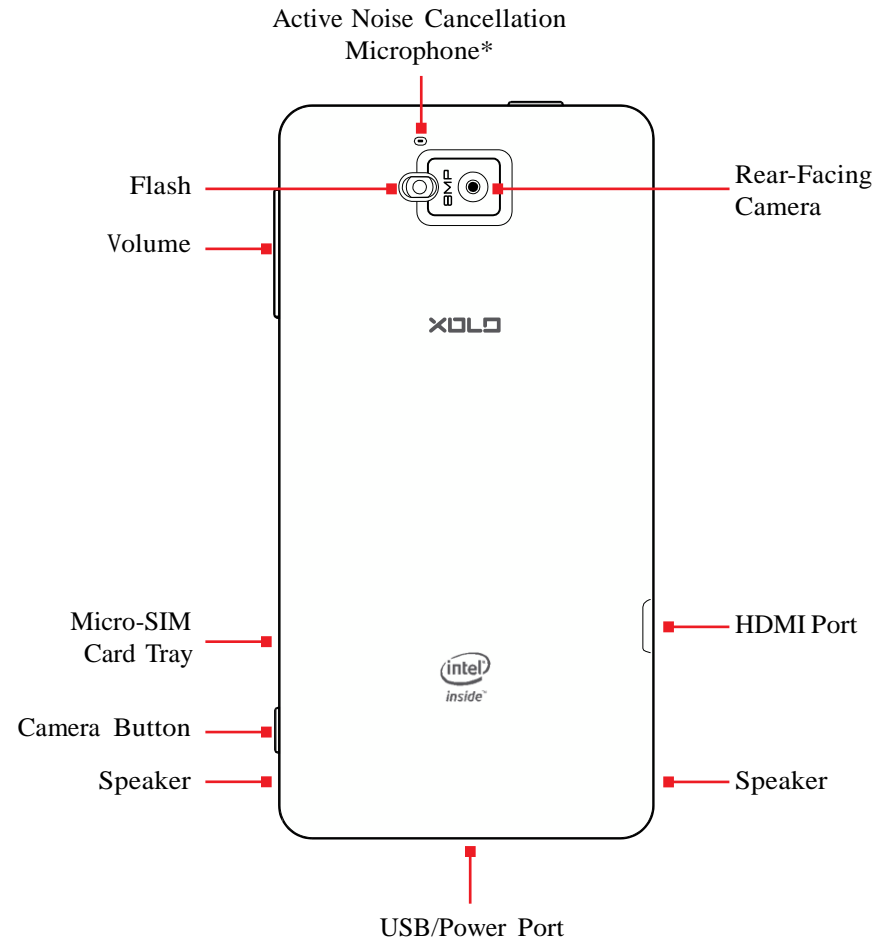
This guide will help you to quickly come up to speed on the important features of your phone.

Keep in mind your phone has:

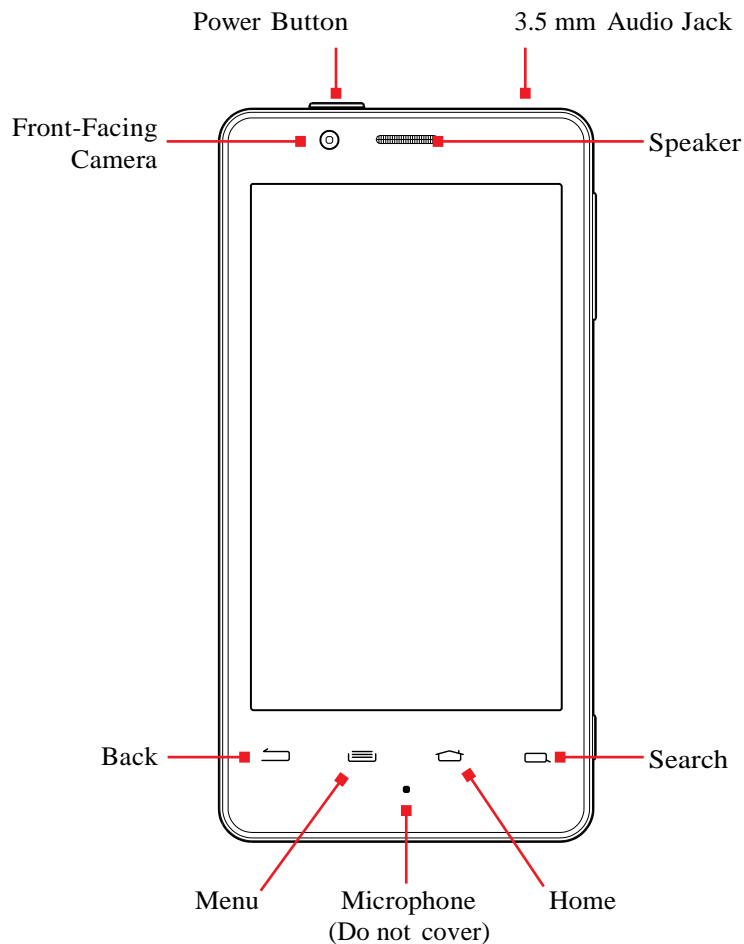
- **Fast Processor:** Featuring the 1.6GHz Intel® Atom™ Processor that enables fast web browsing, super-responsive apps, and effortless multi-tasking, so that enjoying the things you love to do has never been easier.
- **Intelligent Camera:** Featuring an advanced 8MP HD camera that lets you capture images quickly - up to 10 photos a second - so you'll never miss the best shot, even in challenging environments.
- **Great Entertainment:** Easily create and share superb HD-quality video, and with super-smooth playback, your phone becomes a personal theatre you can take with you anywhere. Maximize your entertainment experience by projecting your smartphone screen to your HD TV through an HDMI cable.

NOTE: Screen images and icons are simulated for the purpose of this guide. Actual displays may vary. Instructions in this guide may change depending on the software version on your device.






1.1 Your Phone



**NOTE: Do not block microphone while on phone calls.*



1.2 Phone Buttons

Buttons	<p> Press to go back to the previous screen or to close a menu or dialog box.</p> <p> Press to display actions and settings specific to the current screen.</p> <p> Press to return to the center panel of the Home screen.</p> <p><i>TIP: Press and hold  to display shortcuts to your most recently-used apps.</i></p> <p> Press to search your phone and the web. See Search for more information.</p>
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Power button	<p>Press and hold to turn your phone on. To turn the phone off, press and hold then follow the instructions onscreen.</p> <p>When your phone is on, press to wake your phone or put it into sleep mode.</p>
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Volume	<p>Press on the top to increase the volume or on the bottom to decrease the volume.</p> <p><i>TIP: Press either top or bottom to silence an incoming call.</i></p>
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Camera button	<p>Press and hold to switch to the camera.</p> <p><i>TIP: When in the camera app, press to take a picture, or to start and stop recording a video.</i></p>
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1.3 Phone Slots, Ports & Jacks

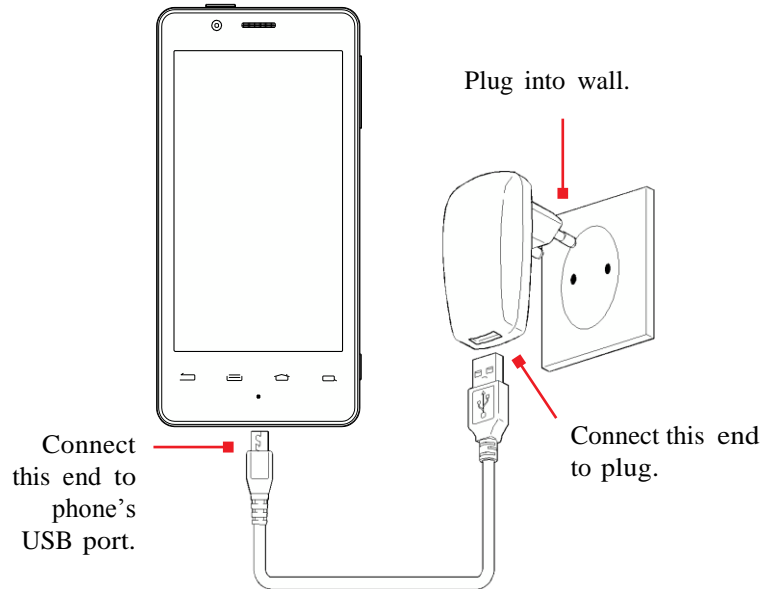
3.5 mm audio jack	<p>Plug in headphones or other audio device.</p>
USB/Power port	<p>Connect USB cord to phone and power adapter to charge the phone.</p> <p><i>NOTE: You can plug the USB cord to phone and connect to your PC.</i></p>
Micro-SIM card tray	<p>Remove or replace micro-SIM card, using the provided SIM eject tool to open the tray.</p>
HDMI port	<p>Plug in HDMI cable and connect to TV or other electronics to transmit HD images.</p>

1.4 Charge the Battery

Before using your phone for the first time, charge the phone for four hours.

To charge the battery:

1. Attach one end of the USB cord to the phone's micro-USB port and the other end to the plug.
2. Plug the phone into the wall.



1.4.1 Battery Tips

For the best battery life, let your battery drain down to 20% or less (indicated by an orange battery icon in the status bar) before recharging, and do not leave your phone plugged in after it is fully charged.

To make your charge last as long as possible:

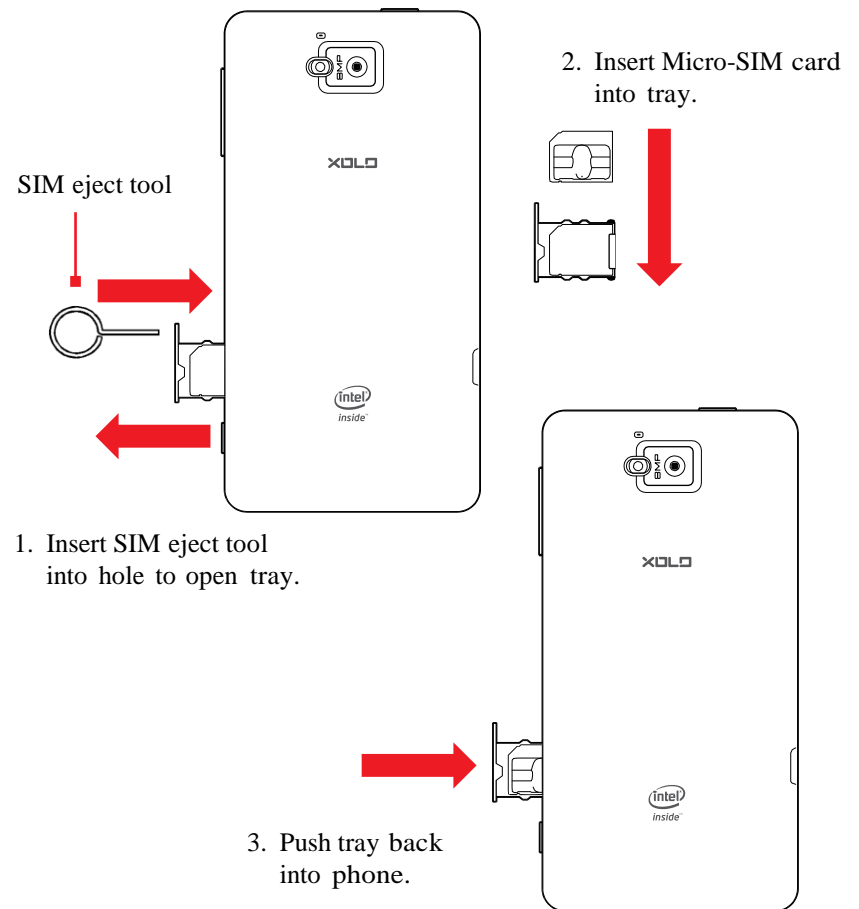
- Change the screen timeout rate and display brightness (see Display Settings).
- Disable Wi-Fi and NFC when not in use (see Wireless & Networks Settings).

1.5 Insert Micro-SIM Card

If your micro-SIM card is not already installed in your phone, follow these procedures to insert a micro-SIM card.

To insert the micro-SIM card:

1. Open the micro-SIM card tray with the included SIM eject tool.
2. Insert the micro-SIM card into the tray, making sure that it matches the illustration on the tray.
3. Push the tray back into the phone.



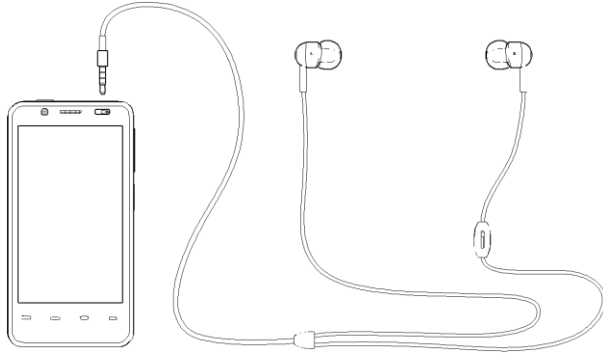
NOTE: Use SIM eject tool only as indicated.

1.6 Using the Headset

You can use your headset to listen to music or make phone calls.

To use the headset:

1. Plug the headset into the audio jack on your phone.
2. Place the earbuds in your ears and position the microphone so that it picks up your voice (if you're making a call).

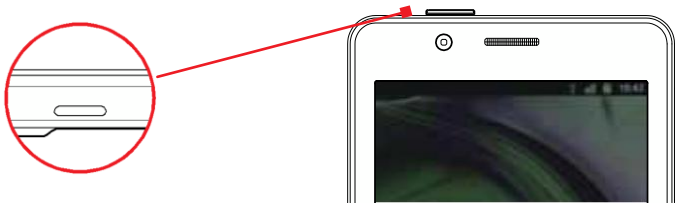


TIP: Use the button near the right earbud to mute and unmute the microphone.

1.7 Turn On the Phone

To turn on the phone:

- Hold down the power button to turn the phone on.



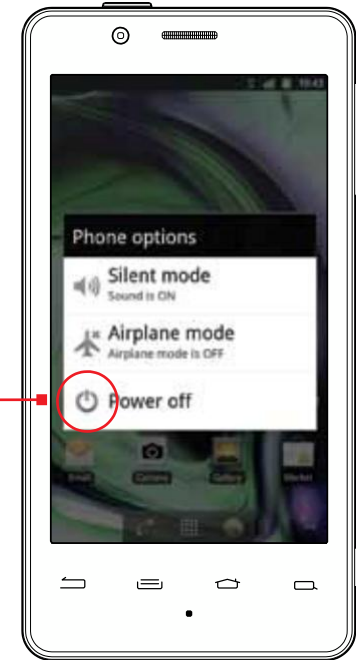
Hold down the power button to turn the phone on.

TIP: One press puts your phone into Sleep mode. Pressing and holding allows you to choose Silent mode or Airplane mode.

To turn the phone off:

- Hold down the power button and touch Power Off.

Hold down the power button, then touch **Power off** to turn the phone off.



1.8 Set Up Your Phone

The first time you turn on your phone, you will be stepped through all of the settings for configuring your phone. Doing so will allow you to set up your contacts easily.

1.9 Sleep & Wake

When your phone is on, you can put the phone in sleep mode and lock your phone. Your phone will also go into sleep mode if left idle, to save battery life.

You can wake and unlock your phone when you're ready to use it.


To put the phone in sleep mode:

- Briefly press the power button.


Your phone goes into sleep mode, without disrupting any running application, download, or phone call.

NOTE: If you press the power button for too long, you'll see the power off menu.

To wake the phone:

1. Press the Power button.
2. Place your finger on  and slide it all the way to the right.
3. Your phone's screen will resume display.

NOTE: If your phone is secured, you must enter your password, pin, or pattern to wake it. See *Securing Your Phone* for more details.

TIP: You can silence or unsilence your phone by sliding  to the left after waking your phone.


When the phone is in sleep mode and you want to wake the phone, press the power button and then drag the lock to the right.



1.10 Touchscreen

Use your fingers on the touchscreen to perform actions, open objects, slide the screen, and more.

Below are the different ways of interacting with your touchscreen.

- **Drag:** Touch and hold an object then drag the object to a new location. For example, drag any icon on the Home screen to a new location.
- **Double-touch:** Quickly touch the screen twice to zoom in when using the Gallery or on zoomed-out Browser pages. For example, double-touch a news site to zoom in on the text.
- **Pinch:** When using Gallery or zoomed-out Browser pages, place two fingers on the screen at once, then move your fingers together to zoom out or move them apart to zoom in. For example, pinch your fingers apart to zoom out of a news site in the Browser.
- **Slide:** Quickly move your finger from one edge of the screen to the opposite edge to scroll the display up, down, left or right. For example, quickly move your finger from the left side of the Home screen to the right to scroll the Home screen to a different panel.
- **Touch:** Touch an object on the screen to select or open it. For example, touch  on the Home screen to open the Phone app.
- **Touch and hold:** Touch an object on the screen and continue to hold it to reveal other options. For example, touch and hold an empty spot on the Home screen to reveal options for adding items to the screen.

1.11 Tips on Using the Touchscreen

- Do not use sharp tools, such as pens or a stylus, on the touchscreen—these might scratch the screen.
- Do not allow the touchscreen to come in contact with other electrical devices. Electrostatic discharges can cause the touchscreen to malfunction.
- Do not allow the touchscreen to get wet. The touchscreen may malfunction in humidity or when exposed to water.
- For the best performance, remove the screen protection film before using the device and tap the screen with your fingertip.

2 Home Screen & Basic Features

The Home screen is a gateway to all of your phone's applications and features, and displays whenever you turn on your phone.



Touch and hold an empty spot to add shortcuts and widgets, or to change the wallpaper.

Slide left or right to see more panels.

Touch an app to open it.


Touch to browse the web.

Touch to make a call.

Touch to open the App tray.

TIP: To move any icon, touch and hold the icon, then drag it to a new location.

To open the Home screen:

- Open the Home screen at any time by pressing the  button.
The Home screen is split into five panels, with the center panel displayed when the Home screen opens.

To scroll the Home screen:




- Slide the screen to the left or right.



TIP: The dots at the bottom of the screen indicate which one of the five panels is displayed.

To quickly access your phone's main functions:



- Touch  to make a call. For more information on calling, see Making & Answering Calls.
- Touch  to choose an app from the App Launcher. For more information on apps and the App Launcher, see Using the App Launcher.
- Touch  to browse the web. For more information on browsing the web, see Browsing the Web.

2.1 Customizing Your Home Screen

You can easily customize your Home screen—adding and removing items, organizing items into folders, and changing the background picture (or wallpaper).



To customize your Home screen:

- Touch and hold an empty space on the Home screen, then touch the type of item you want to add and follow the prompts.

The following types of items are available:

- **Shortcuts** are links to your favorite items, such as apps, web pages, contacts, and so on.
- **Widgets** are apps that run directly on your Home screen, such as a music player, newspaper, or clock.
- **Folders** behave like a desktop folder, helping you organize your contacts and other items.
- **Wallpaper** is static or animated background images for your screen.

***TIP:** Rearrange items on your screen by touching and holding them and then dragging them to a new location. You can also delete them by touching and holding and then dragging them to the trash.*

You can perform the following actions with folders.

To open a folder	Touch the folder.
To add items to a folder	Drag an item on your Home screen into the folder. <i>NOTE: You cannot put shortcuts in a contact folder.</i>
To remove items from a folder	Touch and hold an item in the folder, then release it on the Home screen or on the trash icon.
To rename a folder	Open a folder, then touch and hold the title bar and enter a new folder name.

2.2 Status & Notification Icons

The status bar at the top of the screen displays important information about your phone.

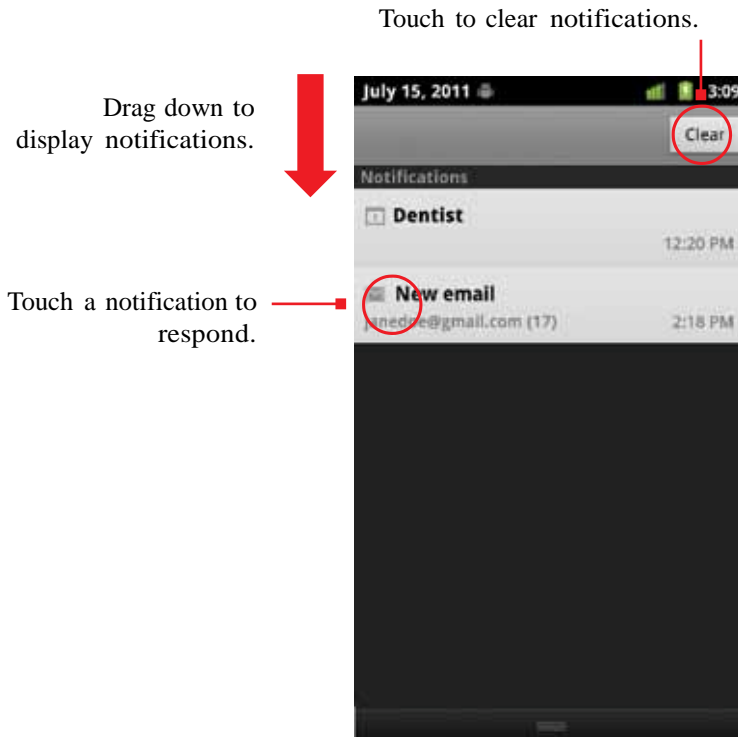
Notification icons



Status icons























- **Notification icons** tell you about new and ongoing events, such as a new email or ongoing download.
- **Status icons** tell you about critical phone functions, such as battery life and signal strength.



2.2.1 Status Icons

Below are the status and notification icons you can expect to see.

NOTE: Installed apps may use their own unique notification icons.

Connected to mobile network	 Speakerphone on
 Mobile network in use	 Vibrate mode
Mobile network strength	 Ringer silenced
 Roaming	 Phone microphone muted
 No signal	 Battery very low
 No micro-SIM card installed	 Battery low
 Connected to Wi-Fi network	 Battery partially drained
 Bluetooth wireless technology on	 Battery full
 Connected to wireless product featuring Bluetooth technology	 Battery charging
 Airplane mode	 GPS on
 Alarm set	 Receiving location data from GPS

To open the notifications panel:

- Drag the status bar to the bottom of the screen.

To respond to a notification:

- Touch a notification in the panel to open its application. For example, touching a new email notification opens the Email app's inbox.

To clear notifications:



























- Open the notifications panel and touch **Clear** at the top right.

Ongoing notifications, such as active downloads, will remain on the list.

To close the notifications panel:

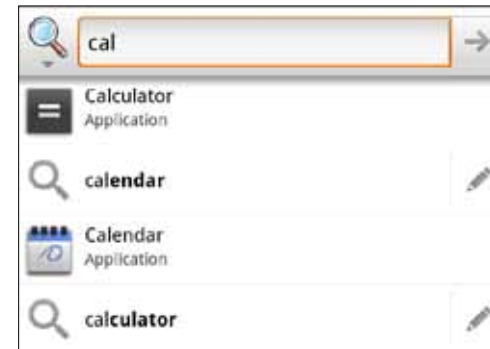
- Drag the status bar back to the top of the screen.

2.2.2 Notification Icons



	New text or multimedia message		Call in progress
	Problem with text or multimedia message delivery		Call in progress using a Bluetooth headset
	New voicemail		Missed call
	Upcoming event		Call on hold
	Data syncing		Call forwarding on
	Problem with sign-in or sync		Song playing
	USB storage full		Uploading data
	Open Wi-Fi network available		Downloading data
	Phone connected via USB cable		Download/install finished
	Phone sharing its data connection via USB tethering		Connected to or disconnected from virtual private network (VPN)
	Phone sharing its data connection as a Wi-Fi hotspot		Carrier data threshold approaching or exceeded
	USB tethering and Wi-Fi hotspot		Application update available
	More notifications		System update available


2.3 Search

Search on your phone and on the web with the built-in Search function.




To run a search:

1. Press .
2. Type a search term. As you type, Search displays matching results.
3. Touch a matching result to open it, or press  to search the web.


TIP: Touch the  icon next to a result to enter that result as search text.

TIP: Find items in a search-enabled app, such as Email or Music, by opening the app and pressing .

To narrow your search:

- Touch  and specify where to search (for example, search only Contacts or Messaging app).




TIP: You can specify which applications are available for search by touching the options icon in the corner of the chooser  and selecting which apps to search.

2.3.1 Search Settings

You can change the default Search settings.

To change Search settings:


- From the Search screen, press  → **Search Settings**.

Search	Show web suggestions: Show suggestions as you type.
Searchable items	Select which applications to search by default. <i>NOTE: Only the selected applications will display and be searched within the Search application.</i>
Clear shortcuts	Erase previously searched-for results. <i>NOTE: Saving your previous searches makes it easy to return to a frequently searched-for item.</i>

2.4 Securing Your Phone

You can configure your phone to require a password, pin, or pattern in order to turn it on or wake it up. Securing your phone can help keep its contents private.

To secure your phone:

1. From the Home screen, press  → **Settings** → **Locations & security**.
2. Touch **Set up screen lock** to secure your phone or **Change screen lock** to change the current security lock.
3. Select one of the following settings:
 - **None** disables screen locking.
 - **Pattern** lets you draw a custom pattern to unlock your phone.
 - **PIN** lets you use a 4- to 16-digit number combination to unlock your phone.
 - **Password** lets you use a 4- to 16-character password to unlock your phone.


NOTE: Once you have selected a lock for your phone, you will need to enter this lock each time you turn on or wake up your phone.

2.5 Using the App Launcher

Apps are small programs that add features to your phone. Many apps come preinstalled, and additional apps can be purchased in the Play Store.

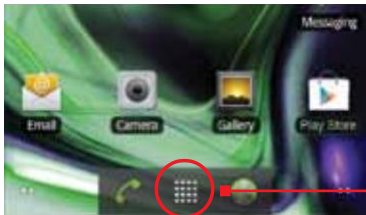
You can use the App launcher to easily access all of your installed apps.

To use the app launcher:

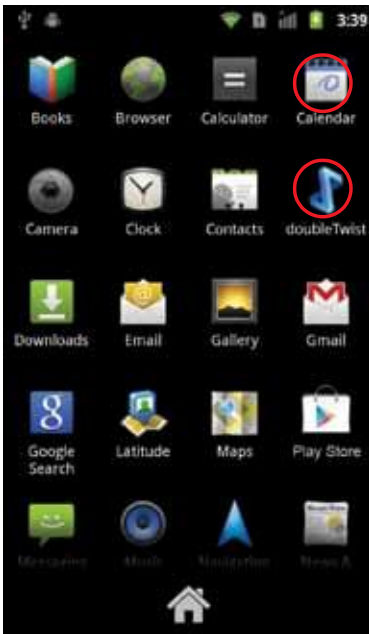
- Touch , then touch an app to open it.

To add an app shortcut to the Home screen:

- Touch and hold an app. Once the Home screen displays, drop the app onto an empty spot on the Home screen.



1. Touch to open the App tray.





2. Touch an app to open it.

TIP: Use the *doubleTwist™* app to seamlessly transfer your songs, photos, and other personal media from your PC to your phone.

2.6 Using the Play Store

Almost any app you can imagine is available for purchase (and often for free) in the Play Store.

To use the Play Store:

- Touch , then touch .

Search or browse for apps. You'll be able to confirm that you want to purchase an app, and see the permissions it requires, before installing it on your phone.

TIP: Google™ Play Store can only be used when Google account is activated.

3 Onscreen Keyboard Basics

The onscreen keyboard lets you use your touchscreen to dial numbers, type emails, enter URLs, and more.

To use the Onscreen Keyboard:

- Touch any text field to display the onscreen keyboard, then touch the characters on the keyboard to enter text.

TIP: Move the insertion point by touching where you want to enter text.



To view the keyboard in landscape orientation:

- Turn your phone sideways to rotate the keyboard, making it larger and easier to use.



To close the onscreen keyboard:

- Press .

Onscreen Keyboard Options


While using the onscreen keyboard, the following options are available.


Switch keyboard display

Touch the **?123** key to enter numbers and symbols, or the **ABC** key to enter letters.


To see additional symbols while in symbol display, touch the **ALT** key.

Capitalize the next letter

Touch  to capitalize the next letter you enter.

Touch  again to turn CAPS LOCK on.

Delete text

Touch  to erase the last character entered.

Touch and hold  to continuously erase characters.

Change keyboard language


If your keyboard has multiple languages enabled, slide your finger across the spacebar to change which language the keyboard uses. See Language & Keyboard Settings for information on enabling multiple languages.

3.1 Suggestions and Auto-Complete

The keyboard includes suggestions and auto-complete to make entering long words easy.




To turn on suggestions and/or auto-complete:

- From the Home Screen, press  → **Settings** → **Language & keyboard** → **Android Keyboard**, then select **Show Suggestions** or **Auto-complete**.

To use the suggestions feature:

1. Begin entering text in a text field or message. Your phone displays suggested words and punctuation directly above the keyboard.
2. Touch a suggested word or punctuation mark to enter it, or drag the display to the right to see more suggestions.

***TIP:** Touch the spacebar after entering a word to append a period.*

***TIP:** Change the keyboard language from the Home Screen by pressing  → **Settings** → **Language & keyboard** → **Select language**, then selecting desired language.*

To use the auto-complete feature:

- Touch the spacebar (or any punctuation mark) to enter the highlighted word.

3.1.1 User Dictionary for Suggested Words

You can modify the dictionary which the onscreen keyboard uses to suggest words.

To add a word to the user dictionary:

1. Type a word. The current word is highlighted in white at the left of the suggested word list.
2. Touch and hold the word to add it to the user dictionary.

For information on editing and deleting words in the user dictionary, see Language & Keyboard Settings.


3.2 SWYPE Keyboard


Swype(TM) is a powerful tool that lets you “swipe” your finger across the keyboard to spell out and enter words.



Swype and Android Keyboard cannot both be enabled simultaneously.

To select your keyboard:

1. From the Home Screen, press  → **Settings** → **Language & Keyboard** → **Swype** → **Select input method**.
2. Touch **Swype** or **Android Keyboard** to select the desired input method.

***NOTE:** To learn more about Swype, follow the tutorial under  → **Settings** → **Language & Keyboard** → **Swype**.*

4 Making & Answering Calls

The Phone app allows you to make calls and easily store and find your contacts.




You can move between the phone dialer, call history, contacts, and favorites by touching the tabs at the top of the Phone app.

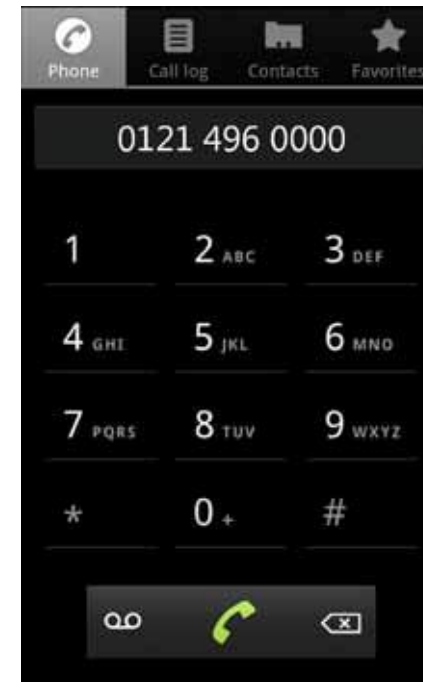


4.1 Using the Phone Tab


The Phone app's Phone tab lets you make and manage calls.

To make a call:


1. From the Home screen, touch .
2. Touch the numbers on the dial pad to dial a number, using  to make corrections.
3. Touch  to dial the number.



NOTE: For international calls, first touch and hold **0** to enter + and then dial the number.

NOTE: You can switch to any application without ending the call. Return to the phone screen by expanding the notifications bar and touching .

The following actions are available while you are on a call.

To hold a call	Touch Hold to hold or resume the current call.
To mute a call	Touch Mute to mute or unmute the call.
To use speakerphone	Touch Speaker to turn speakerphone on or off. Warning! To avoid damage to your hearing, do not hold the phone against your ear when speakerphone is turned on.
To use a Bluetooth headset	Touch Bluetooth to automatically transfer your calls to a connected Bluetooth headset. See Wireless Bluetooth Connection for more information.
To end a call	Touch 


4.1.1 Working with Multiple Calls

You can make another call while on a call.

To add a call:

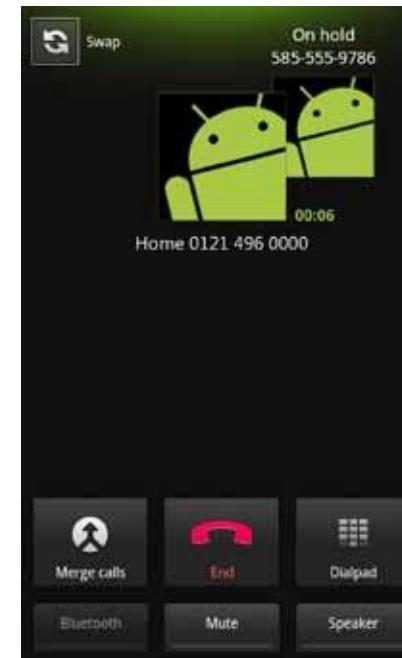
- While on a call, touch **Add Call** and dial another number.

To move between calls:




- Touch .

To merge calls into a conference call:


- Touch **Merge Calls** to join two or more calls together into a single conference call.




The following options are available when on a conference call.

To drop a participant	Touch Manage , then touch  .
To talk privately to a participant	Touch Manage , then touch  . When you are done talking privately, touch Merge Calls to add the participant back to the conference call.
To end the call	Touch  to end the conference call and disconnect all callers.

4.1.2 Voicemail

When you receive voicemail, a voicemail notification icon () appears in the notifications panel.

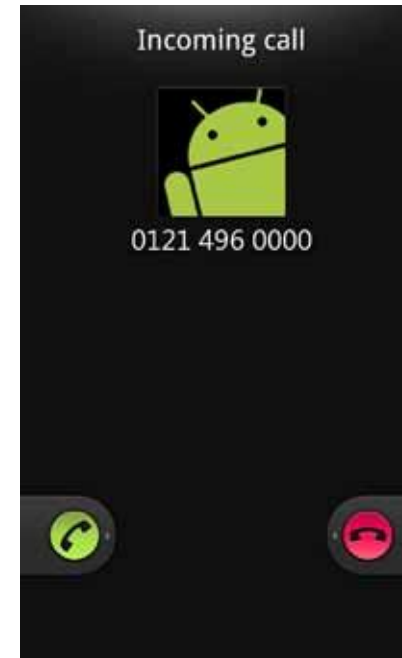
To check voicemail:

- Within the Phone app, touch  .

***TIP:** You can also open the notifications panel and touch the voicemail notification.*

4.2 Answering & Rejecting Calls

When you receive a call, you will see the following screen.



To accept a call:

- Slide  to the right.

If you are already in a call, that call will be placed on hold while you answer the new call.

To reject a call:

- Slide  to the left.

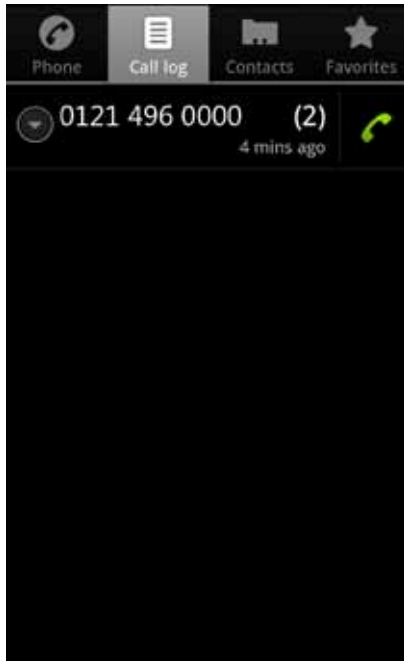
The rejected call will automatically be directed to your voicemail.

4.3 Using the Call Log Tab



The call log lists calls you have made, missed, and received. It also lets you call entries, send messages, and add caller information to contacts.

To use the call log:

- From the Phone app, touch the **Call Log tab**.

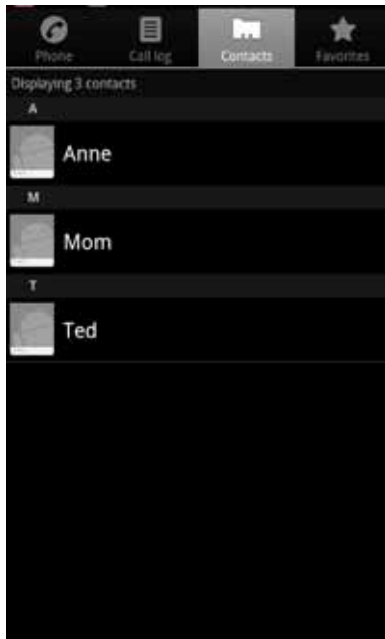


The following options are available from the call log.

To see more details	Touch an entry.
To call the entry	Touch  .
To send a text message	Touch the entry to see more details, then touch Send Text Message . For more information on messaging, see Sending & Receiving Messages .
To add to contacts	Touch the entry to see more details, then touch Add to Contacts . For more information on adding contacts, see Using the Contacts Tab .
To remove an entry from the call log	Touch and hold the entry, then touch Remove Call from Log .
To remove all entries from the call log	Press  → Clear Call Log .

4.4 Using the Contacts Tab

The Contacts tab displays the contacts from your accounts along with any contacts you have added.



NOTE: By default, contacts in your accounts and on your phone will be synchronized, so that any changes to the contacts on your phone will be matched in your accounts, and vice versa. See *Accounts* for more information.

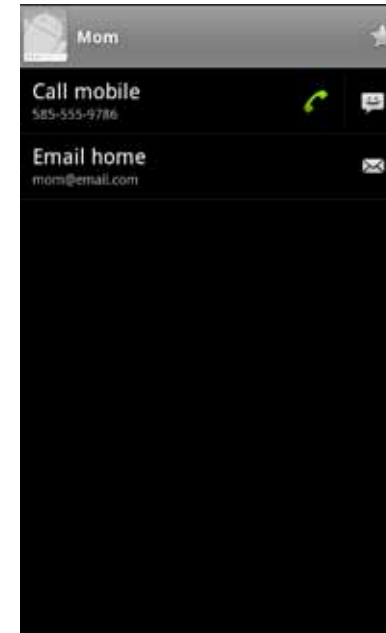
NOTE: Depending on your account settings, information you add or remove from your phone will be synchronized with your external accounts. See *Accounts* for more information.


To find a contact:


1. From the Phone app, touch the **Contacts** tab.
Scroll up and down to view all contacts.
2. Touch a contact to see more details.


To communicate with contacts:


- Touch the contact, then touch one of the following icons:




Touch  to call a contact.


Touch  to send a text message.

Touch  to send an email.

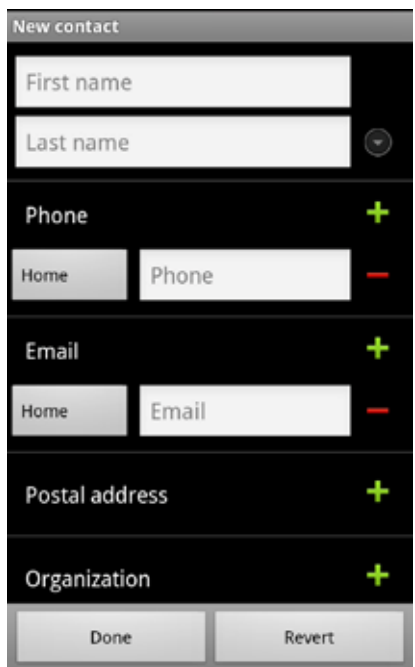
Touch  to look up an address in Google Maps.

Touch  to start an IM chat.





To add a contact:

1. From the Contacts tab, press  → **New Contact**.
2. Enter contact information, filling in as many or as few of the fields as desired.
3. Touch **Done** to create a new contact, or touch **Revert** to discard the new contact without saving.

NOTE: If you have multiple accounts, select the account to which you want to add the new contact.



TIP: Use the following controls to add information about the contact:

- Touch  to add another field of the same kind, such as multiple phone numbers or email addresses.
- Touch  next to a field to delete the field.
- Touch  beneath the name fields to view more name fields.
- Touch **More** at the bottom of the contact screen to reveal other fields, such as IM and website address fields.
- Touch  and follow the prompts to choose or take a photo for your contact's icon.

To edit a contact:

1. From the Contacts tab, touch and hold a contact, then touch **Edit contact**.
2. Modify the contact information, as described above.
3. Touch **Done**.

To delete a contact:


1. From the Contacts tab, touch and hold a contact, then touch **Delete contact**.

2. Touch **OK** to confirm.

TIP: Log into your Google account to manage your contacts online. Add, edit or remove contacts, and they'll automatically sync to your phone.

NOTE: Read-only contact information—such as that from an external app—will only be hidden, not deleted.

To join contacts:


1. From the Contacts tab, touch and hold a contact, then touch **Edit contact**.
2. Press  → **Join**.
3. Touch a suggested contact to join the two contacts together.

TIP: You can show more suggestions by touching **Show all contacts**.

TIP: The name and picture of the contact you select first will be used for the resulting joined contact.

NOTE: Contacts with the same name from two different accounts are automatically joined.



To separate contacts:

1. From the Contacts tab, touch and hold a joined contact, then touch **Edit contact**.
2. Press  → **Separate contact**.

4.5 Import Contacts from your Micro-SIM Card


If you're moving your Micro-SIM card from another phone, you can import contacts you have stored on your SIM card.

To import contacts from your Micro-SIM card:


1. From the Contacts tab, press  → **Import/Export** → **Import from SIM card**.
2. If you have more than one account on your phone, touch the account into which you want to import the contacts.
3. Import a specific contact by touching and holding the contact and then touching **Import**, or import all of the contacts on your Micro-SIM card by pressing  → **Import/Export**.

4.6 Quick Contacts



Some applications let you use Quick Contacts to easily call, message, or otherwise communicate with a contact. Just look for the Quick Contacts icon  .

To use quick contacts:

1. Touch the  icon, then touch one of the app icons to communicate with the contact using the selected app.




For example, touch  to message the contact.

TIP: Drag the Quick Contacts list to the left or right to reveal additional app icons.

4.7 Contact Settings

You can fine-tune how contacts are displayed with the following settings.


To set display options:

- From the Contacts tab, touch  → **Display Options**.

Only contacts with phones	Display only contacts with phone numbers.
Sort list by	Set whether contacts are ordered by first or last name.
View contact names	Set whether contacts display their first or their last name first.
Choose contacts to display	Touch an account, then touch to select the groups to display. <i>NOTE: This action only affects which groups or contacts display on the contact screen. Your sync settings are not affected.</i>

You can fine tune a specific contact's options with the following settings.

To set contact options:

- From the Contacts tab, touch a contact and then touch  → **Options**.

Ringtone	Specify the desired ringtone.
Incoming calls	Send the contact's calls directly to voicemail.

4.8 Using the Favorites Tab

The Favorites tab displays the contacts you communicate with most frequently.


To use the Favorites tab:

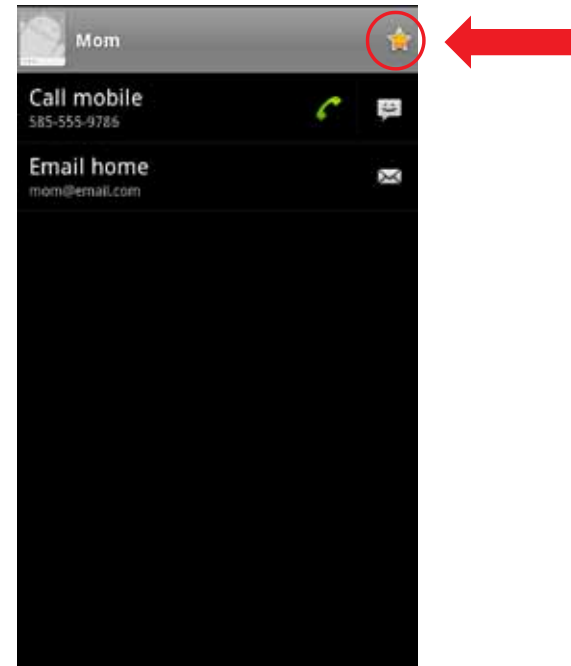
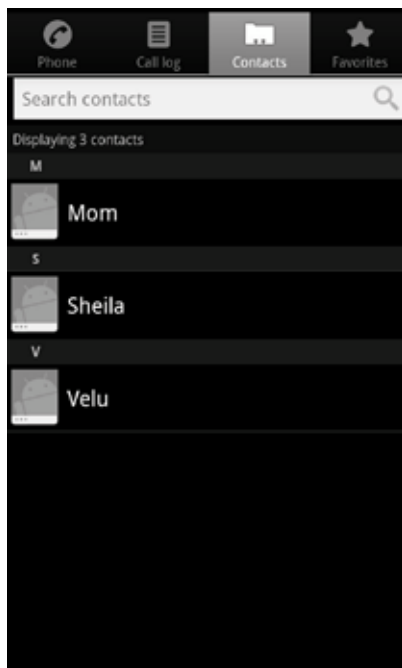
- From within the Phone app, touch the **Favorites** tab.

To communicate with a favorite:

- Touch the contact, then touch an icon, as described under Using the Contacts Tab.

To add a favorite:



1. From the Contacts tab, touch a contact.
2. Touch .

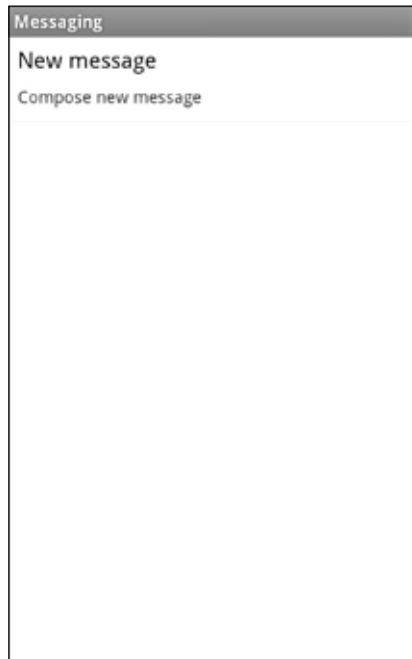


5 Sending & Receiving Messages

The Message app allows you to send and receive text and multimedia messaging threads (groups of sent and received messages).

To open the messaging app:

- From the Home screen, touch  → .



To view a message:

- Within the Message app, touch a messaging thread.

The messages inside the thread display, with the newest message at the bottom of the screen.

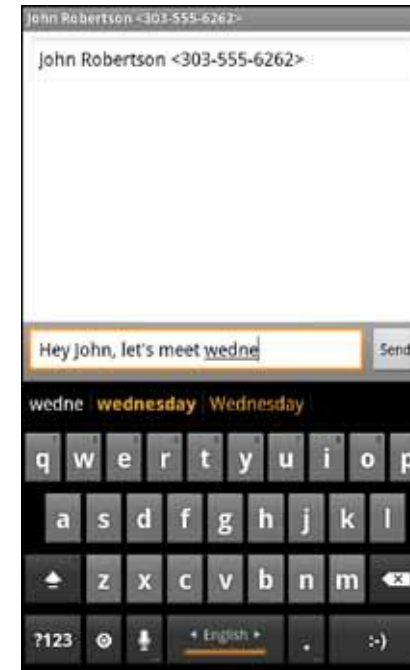
TIP: *Threads with new messages are displayed in bold.*

To view a multimedia attachment:

- If the message has a multimedia attachment, touch the attachment to view it.

TIP: *Touch and hold an attachment to download it to your phone.*

5.1 Sending Messages




To send a message:

1. From the Message app, touch **New Message**.
2. Enter a recipient in the **To** field.
Matching numbers and contacts appear as you type.
3. Touch a matching contact or number to select it, or enter a new number to message a new contact.
4. Touch the **Type to Compose** field and enter a message.
5. Touch **Send** to send your message.




TIP: *You can add smileys, subject headings, and more. See Message Options, below, for more information.*

To attach multimedia to a message:

1. Press  → **Attach**.
2. Select the desired type of attachment (for example, a music file or a captured picture), then follow the prompts to send the message.

Message Options

The following actions are available while composing a message.

Save message as a draft	Press  . <i>ALTERNATE: Exiting the Message app will also save any draft messages.</i>
Resume working on a draft	Touch a message thread marked “Draft.”
Discard a draft	Clear the message text.
Enter a smiley	Press  → Insert Smiley and touch the smiley you want to insert. <i>ALTERNATE: Touch and hold :-) on the onscreen keyboard and drag to select a smiley.</i> <i>ALTERNATE: Enter the characters that make up the smiley.</i>
Add a subject heading to your message	Press  → Add Subject and enter the subject heading.

5.2 Managing Messages

To delete a messaging thread:

- Open the messaging window, and touch and hold a messaging thread. Then touch **Delete Thread**.


*TIP: Press  → **Delete Threads** to delete all messaging threads.*

To forward, lock, or view message details:

1. Open the messaging window, and touch a messaging thread.
2. Touch and hold a message, then choose one of the following:
 - Touch **Forward**, enter a recipient, and then touch **Send** to forward a message.
 - Touch **Lock message** to keep a message from being automatically deleted. Touch **Unlock message** to remove the lock from a message.
 - Touch **View Message Details** to see message details, such as when a message was sent.

5.3 Message Settings

To specify message settings:

- From the main Messaging window, press  → **Settings**.

The following settings are available.

storage settings

Delete old messages	Automatically delete the oldest message in a messaging thread whenever the message limits are exceeded.
Text message limit	Set the number of text messages to save in each messaging thread. If Delete old messages is enabled, your oldest text message will be deleted whenever this limit is exceeded.
Multimedia message limit	Set the number of multimedia messages to save in each messaging thread. If Delete old messages is enabled, your oldest multimedia message will be deleted whenever this limit is exceeded.

Text Message (sms) Settings

Delivery reports	Request a delivery report whenever you send a text message.
Manage SIM card messages	Open a window where you can work with messages stored in a SIM card. <i>NOTE: This option can be useful for retrieving messages from a previous phone's SIM card.</i>

Multimedia Message (mms) Settings

Delivery reports	Request a delivery report whenever you send a multimedia message.
Read reports	Request reports when your multimedia messages are read or deleted.
Auto-retrieve	Automatically download attachments from incoming multimedia messages.
Roaming auto-retrieve	Turn on auto-retrieve even when on another carrier's network. <i>NOTE: Turning off this option lets you prevent data roaming costs.</i>

Notification Settings

Notifications	Receive a notification whenever a new message is received.
Select ringtone	Select the ringtone that plays when you receive a message notification. <i>TIP: Select the ringtone "silent" to turn off message ringtones.</i>
Vibrate	Select to have the phone vibrate when you receive a new message.


6 Take Photos & Videos

The Camera app lets you take and share pictures and videos.

To start the Camera app

- Press and hold the Camera button on the side of the phone until the Camera app opens.









TIP: You can also open the Camera by touching  in the app launcher.

TIP: If Auto-focus is selected, hold down the camera button halfway to focus the area in the green box onscreen, and then push the camera button all the way down to take a photo. See Changing Picture and Video Settings below to learn about changing focus and other settings.

Camera Buttons and Icons


Once opened, the Camera app displays the following icons and buttons:

	Touch the  or  to switch between camera and video mode.
	Use the shutter button to take a picture or shoot a video.
	Touch to select the front-facing camera for self-portraits or the back-facing camera for high quality pictures.
	Drag down the top of the screen (in portrait) or left (in landscape) to display camera settings, such as brightness, focus, and so on. NOTE: See “Changing Picture & Video Settings,” below to learn about changing camera settings.

To take a picture:

1. Frame your subject on the camera.
2. Touch the Shutter button to take your picture and save the image to the Gallery.

To shoot a video:

1. From the Camera app, choose .
2. Touch the Shutter button to begin recording. When done, press the Shutter button again to stop and save the video to the Gallery.

6.1 Change Picture & Video Settings


You can use the Camera app's settings to help capture the perfect photo.

Most of these settings are available only on the back-facing camera.





To display camera settings:

- Drag down the top of the screen (in portrait) or left (in landscape) to display camera settings, such as brightness, focus, and so on.

To change burst, photo size and other settings


Touch  to display a menu controlling burst capture, picture quality post view time, and capture bracketing.

The following options are available:


- Touch  to take a quick series (or burst) of photos each time you touch the shutter button.
- Touch  to select the rate (in frames per second) at which a burst of photos is captured.
- Touch  to specify the size of your photo in megapixels.
- Touch  to select the quality of the captured JPEG.

The remaining icons on this menu control the number of seconds a captured photo is displayed, and whether exposure and focus are automatically varied during a burst photo sequence.

To set video quality


(Video only) Touch  to specify the quality of the captured video.

To optimize settings for specific scenes

Touch  (second from the right) and select from a list of common photographic subjects, such as fireworks or the beach. The Camera app will enable all the right settings for taking a picture of the selected subject. The following settings are available:







- **Auto mode** automatically selects settings which are appropriate for most photographs.
- **Sports** configures the camera for fast action subjects and emphasizes shorter exposure time to prevent motion blur.
- **Portrait** optimizes for photos of a person at near to middle distances.
- **Landscapes** sets focus to infinity and configures the camera for landscape and scenery far from the camera.
- **Night** favors settings for night time or low light photography.
- **Night portrait** better accommodates photographing a person in low light conditions.
- **Fireworks** pre-configures the camera to take pictures of fireworks at night.
- **Text mode** configures the camera to take pictures of text documents at short distance.

To change focus settings

Touch  to control how the camera focuses.







The following settings are available:





- **Automatically** focuses the camera for the best focus setting for subjects in the range of 50 cm to infinity.
- **Infinity** sets the focus lens to focus on subjects far away.
- **Macro** changes the focus range to close ranges of 10 to 50 cm.
- **Touch** allows you to touch the area of the screen on which you want to focus.

To change the white balance	Touch  (fourth from the right) to either automatically or manually choose the correct ambient light setting (such as Daylight or Incandescent lighting). NOTE: The preview window shows the effects of the different white balance modes.
To change exposure	Touch  to use either longer (+1, +2) or shorter exposure (-1, -2).
To change flash settings	Touch  , and select a flash setting: Auto, Off, On, or Torch for a constant light. NOTE: When capturing a video, the available Flash settings are Off and On.
To change the zoom	Touch  and select a zoom.
To change the color effect	Touch  and specify color enhancements, such as making the photo black and white or adding a sepia filter.
To change the ISO value	Touch  to manually set an ISO value. The default value is recommended for most users, but advanced users can decrease the value for well lit conditions or increase it for darker conditions. NOTE: The setting only takes effect when AE Mode is in either Manual or Aperture Priority.

To change advanced settings

The following advanced settings are available:

- Touch  to select the exposure time in seconds. This setting only takes effect when AE Mode is in either Manual or Aperture Priority.
- Touch  [AE mode icon] to select an Auto Exposure mode:
 - **Auto** – set ISO and shutter speed automatically, ignoring any manual settings.
 - **Manual** – use the current ISO and shutter speed settings.
 - **Shutter Priority** – use the manual shutter speed to automatically calculate the best ISO value for a normally exposed image.
 - **Aperture priority** – use the manual ISO setting to calculate the best shutter speed to get a normally exposed image.
 - **AE Metering Mode** – specify whether metering is done automatically, or to optimize a small spot in the center of the focus area, or the entire center of the focused area.
- Touch  to override the camera's automatic setting and select indoor or outdoor settings.
- Touch  to enable or disable the following settings. eXtreme Noise Reduction (XNR), Advanced Noise Reduction (ANR), Red Eye Correction, and Geometric Distortion Correction. **NOTE** that XNR, ANR and GDC are normally selected automatically by the camera.
- Touch  to addresses the artifacts produced from incandescent lights that naturally flicker at 50 Hz or 60 Hz. By default, the camera automatically attempts to detect the presence of these banding artifacts and compensate for them.
- Attempt  to save the GPS coordinates with each picture.

- Enable  to correct the lighting in photos where the subject is standing in front of a window or other brightly lit background.
- Touch  to enable an experimental feature that writes the sensor raw image data to USB storage. This option is not meant for end-user operation.
- Touch  [rotation mode icon] to record image rotation information in the image header or in the image itself. Including the information in the header may not display the image in the correct rotation in some viewing applications. Including the information in the image will make it always display correctly, but may increase processing time.
- (Video only) Enable **DVS** to compensate for shake produced by holding the camera in your hand.
- (Video only) Enable **NR**  to turn on noise reduction, reduce “noise” in the video frames.

To reset capture settings

Touch **Reset** to return all the camera settings to their default values. The settings are saved between camera sessions even if you return to the Android home screen and restart the camera application.

6.2 View Your Pictures & Video

Pictures and videos you take with the camera app are stored in the Gallery app, and can be previewed within the main camera screen.

The Gallery app displays the pictures and videos you’ve taken on your phone, downloaded from the web, or uploaded to a synchronized Picasa account (Google’s web-based photo storage). Gallery stores all of your photographs and videos in albums. Photographs and videos captured with the Camera app are stored in the “Camera” album, while downloaded media is stored in the “Downloads” album.

To preview your captures:

- Touch an image within the camera app to display your recently captured pictures and videos.

To open the Gallery app:

- From the App Launcher, touch  .

To open an album and view the pictures and videos inside:




- From within the Gallery app, touch the thumbnail for the album you want to open.

Thumbnails for all pictures and videos inside the album will display.

TIP: You can slide left or right to see more albums.










To open a picture or video:

- Within an album, touch the thumbnail for the picture or video you want to open.

More pictures and videos inside the album can be seen by sliding left or right. While viewing an album, you can drag the slider at the top of the screen to  to display each pictures and video inside the album as one tile, or to  to group them into smaller albums within the main album. The latter setting is useful for albums with many pictures and videos. At the top of the screen press the button with the  (Camera) icon to open the Camera app.


6.2.1 Work with a Photo or Video

After opening a photo or video, you can share it, delete it, and more.

Zoom in and out of a photo	While viewing a photo, touch  to zoom in, or  to zoom out.
See a slideshow of photos	While viewing a photo, touch the Slideshow button. The remaining photographs in the album will each be briefly displayed.
Control a video	While watching a video, use the  button to pause, the  button to rewind, or the  button to fast forward.
View photo or video details	Open a photo and press  , then touch More → Details . <i>NOTE: To view video details, open an album, then press  twice. Checkmark boxes will appear next to each video. Touch a video to check it, then press touch More → Details. If one photo or video is checked, specific information about that photo or video and displays, while if multiple photos or videos are checked, general information about all of them will display.</i>
Share a photo or video	Press  → More → Share to share an opened photo or video.
Delete a photo or video	Press  → More → Delete to delete an opened photo or video from your phone.

6.2.2 Working with Albums

You can share albums, delete them, and view their details.

Select an album	Press  twice. Checkboxes appear next to each album. Touch an album's checkbox to select or unselect it, or press the Select All or Unselect All buttons at the top of the screen to select or unselect all albums.
View details for selected album(s)	Select at least one album, then touch More → Details . Details about the selected album(s) will display, such as the total number of pictures contained.

Share album(s)	Select at least one album, then touch Share and select the application or device you wish to use to share the album, such as Gmail to mail it. The application or device you selected opens. You can then use the app or device to finish sharing the album(s).
Delete album(s)	Select at least one album, then touch the Delete button at the bottom of the screen. The album(s) and all pictures contained within are removed from your phone. Only albums stored on your phone can be deleted in this way.

7 Browsing the Web

The browser application lets you surf the web on your Android phone.

To open the browser application:

- Press  .

The Browser window opens and displays your home page.





You can slide the screen up and down to scroll the browser window, and use the touchscreen to interact with the web page.




TIP: Touching a phone number opens the number in the phone app; touching an address on a web page opens the location in the Maps app; touching an email address opens the address in the Email or Gmail app.


TIP: Touching and holding an object, such as an address or photo, brings up a menu of commands. For example, touching and holding a photo allows you to save the photo on your phone.

To navigate the browser:

- Press  to move to the previous page.
- Press  → Forward to move to the next page.
- Press  → Refresh to refresh a page.
- Press  → Stop to stop loading a page.

To enter a URL or search terms:

1. Touch the URL/Search field at the top of the screen.
2. Enter a URL or search term, using the on-screen keyboard.
As you enter information, matching search terms and websites display.
3. Touch  to open a URL or search for entered text, touch a matching website to open it, or touch a matching term to search for it.



TIP: If the URL field is hidden, press  .

To zoom in and out:

- Double-touch to zoom in and out.

Once zoomed in, you can slide the screen up, down, left, and right to view the entire page.



ALTERNATE: Pinch the screen to zoom in and out. See *Touchscreen* for more information on how to pinch.

ALTERNATE: Slide your finger on the screen to reveal the zoom control, then touch  or  to zoom in or out.

To search for text within a webpage:

- Press  → **More** → **Find on Page**, then enter the text you want to search for.


As you enter text into the search field, matching text on the page is highlighted.

TIP: Touch  and  to scroll through all matching text.


7.1 Bookmarks, Most Visited & History

You can bookmark frequently-visited sites, as well as viewing your bookmarks, history, and most-visited sites.

To bookmark a site:


1. Touch  at the top of the screen.
2. Touch **Add**.
3. Edit the information if desired, then touch **OK** to confirm.

To view bookmarks, history, and most visited sites:

1. Touch  at the top of the screen.
2. Touch the **Bookmarks**, **Most visited**, or **History** tab.
3. Touch a website to open it.

TIP: Touch and hold a page to open a menu that lets you manage an entry by editing, deleting, sharing, and so on.

To clear your browser history:

- Press  → **Clear History** to clear your browser history.
For information on configuring or disabling what Browser tracks, see Changing Browser settings.



7.2 Using Multiple Browser Windows

You can have up to eight different browser windows open at one time.

To switch to another window:

- Press  → **Windows**, then touch a window.

To close a window:

- Press  → **Windows**, then touch  beside a window.


To open a new window:

- Press  → **Windows** → **New Window**.

7.3 Set Your Home Page

Your home page opens when the browser is first launched, or when you open a new browser window. You can set which website to use as your home page in the Settings window.

To set your home page:

1. Press  → **More** → **Settings** → **Set Home Page**
2. Enter a URL or touch **Use Current Page**.
3. Touch **OK**.

7.4 Changing Browser Settings

You can configure a number of Browser settings, such as how pages display, or whether to track private information.

To change your browser settings:

- Press  → **More** → **Settings**

Popular Browser Settings

The table below lists some of the more popular browser settings.


Text Size	Increase or decrease the size of website text.
Default Zoom	Increase or decrease the default magnification level.
Block pop-up windows	Prevent websites from opening pop-up windows without your consent.
Load images	Check to display images in Browser, or uncheck to disable all image loading. <i>NOTE:</i> Turning image loading off will significantly increase page loading speed.
Enable JavaScript*	Check to allow JavaScript* to run, or uncheck to disallow JavaScript*. <i>NOTE:</i> Many websites will not function correctly without JavaScript*.
Enable plug-ins	Enable or disable plug-ins.

Clear cache	Touch Clear Cache to delete cache files. <i>NOTE: Browser stores text and images (a “cache”) from the websites you visit, in order to load them more quickly when you revisit the page.</i>
Accept cookies	Uncheck to prevent sites from storing cookies on your phone. <i>NOTE: Many webpages store, read, and update files (called cookies) on your phone. These can be used for anything from storing passwords to remembering your preferences.</i>
Clear all cookie data	Touch to clear all cookies from your phone.
Enable location	Permit websites with location-specific content to ask if you want to share your location using your phone’s location information. <i>NOTE: Requires phone’s location feature to be turned on.</i>
Clear location access	Removes all access granted to websites to view your location.
Remember passwords	Remembers passwords.
Clear passwords	Clear saved passwords.
Reset to default	Delete all Browser data, including history, cookies, passwords, and bookmarks; restore all Browser settings to their default state.

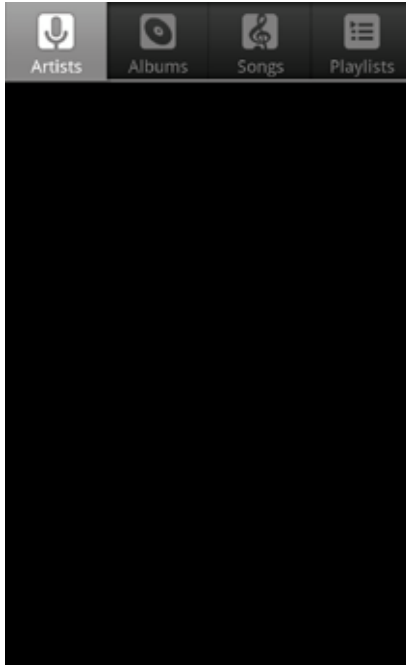
8 Playing Music

The Music app lets you listen to your music, see your music library, and create and listen to playlists.

To open the Music app:

- From the App launcher, touch .

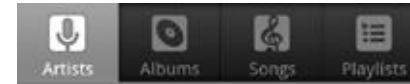
The Music app opens and displays your library.



NOTE: If this is your first time using the Music app, the Music app may first have to catalogue the audio and music files on your phone into a library.

To view music on your phone:

- Touch one of the four tabs at the top of the screen to display artists, albums, songs, or playlists.



*TIP: To use a song as a ringtone, touch and hold the song, then touch **Use as phone ringtone**.*

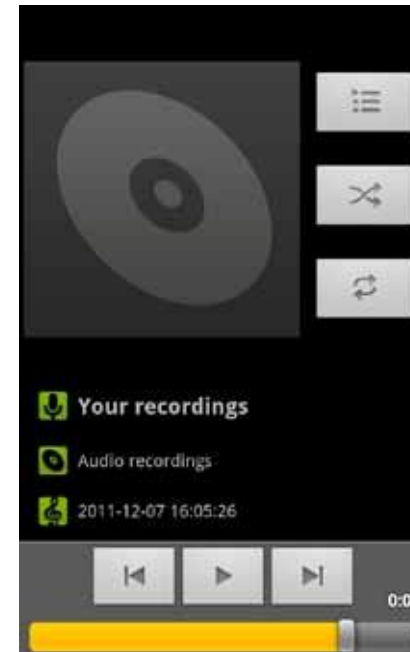
To play music:









- Touch a song to play it and all of the songs following it (for example, touch a song in an album start playing the album at that point, or touch a song in a playlist to start the playlist at that point.


*TIP: Touch and hold an artist, album, or playlist, then touch **Play to play every song for that artist, album, or playlist**.*

8.1 Playback Screen

The Playback screen displays the current song and lets you shuffle your music, pause a song, and more.



To see the current playlist	Touch  .
To play your songs in random order	Touch  .
To repeat a playlist or song	Touch  once to repeat the current playlist, or twice  to repeat the current song.
Play the next song	Touch  .
Play the previous song	Touch  .
Pause or resume playing	Touch  to pause the current song, or  to resume.

TIP: Touch  at the bottom of the library screen to return to the playback screen.


8.2 Working With Playlists

You can use playlists to organize your music files into sets of songs.

To create a playlist:

1. Touch and hold a song, then touch **Add to Playlist** → **New**.
2. Enter the name of the new playlist, then touch **OK**. The playlist is created, with the song you selected as the new playlist's first song.
3. Continue adding songs to the playlist by touching and holding each song you want to add, then touching **Add to Playlist** and selecting the playlist.

Rearrange songs in a playlist:

1. From the music library, touch the **Playlists** tab, then touch a playlist.
2. Touch and hold the left side of a song entry, then drag a song up or down to change its order in the playlist.
3. Press  to save the new arrangement and exit the playlist.

Remove songs from a playlist:

1. From the music library, touch the **Playlist** tab, then touch a playlist.
2. Touch and hold a song, then touch **Remove from Playlist**.


Rename or delete a playlist:

1. From the music library, touch the **Playlist** tab.
2. Touch and hold a playlist, then touch **Rename** or **Delete**.

8.3 Managing Music on Your Phone

You can search for and delete music on your phone.

To search for music on your phone

- In the main Music screen, touch , then type the name of an artist, album or song to search your music library.

To delete a song from your phone:

1. Find the song you want to delete.
2. Touch and hold the song, then touch **Delete**.
3. Touch **OK** to confirm.

8.3.1 Transferring Music from Computer

You can transfer music, audio, or playlist files from your computer onto your phone, following the instructions for transferring files described in Transfer Files between your Phone and Computer.

Once transferred, the Music app will automatically find and catalogue all supported music, audio, and playlist files (including MP3, M4a, AMR, MIDI, M3U, WPL, and PLS, and OGG Vorbis, as well as music purchased from online stores, and music copied from your CD collection).

9 Connections


Your Android phone can connect to Wi-Fi networks, Bluetooth wireless technology-enabled products (such as headsets), and your computer. You can also connect to virtual private networks (or VPNs) and use your phone as a hotspot.

9.1 Using Wi-Fi

Your phone can connect to Wi-Fi networks. Once connected, you can use your connection to browse the internet, check your email, and more.

Using a Wi-Fi network can help save on data costs for your phone.


To connect to a wireless network:

1. From the Home screen, press  → **Settings** → **Wireless & networks**.
2. If Wi-Fi is not enabled, touch Wi-Fi to turn it on.
3. Touch **Wi-Fi settings**. The available networks display.
4. Touch a network, then touch **Connect**.

***NOTE:** For secured networks, enter the requested security information, then touch **Connect**.*


***TIP:** If no networks are listed, make sure the Wi-Fi box has a checkmark.*

To add a network:

1. From the Home screen, press  → **Settings** → **Wireless & networks** → **Wi-Fi settings**.
2. Scroll to the bottom of the list of available networks and touch **Add Wi-Fi network**.
3. Enter the network's SSID (the name of the network).
4. Touch **Save**. Your phone saves the information entered, and uses it to connect to the network whenever it is available.

***NOTE:** If the network is secured, enter the security information by touching **Open** (under Security) and selecting the type of network security which the network uses (for example, WEP or WPA). Then enter the requested security information, such as a password.*


To remove or modify a saved network:

1. From the Home screen, press  → **Settings** → **Wireless & networks** → **Wi-Fi settings**.
2. Touch and hold the network, then touch **Forget network** or **Modify network**.

9.2 Wireless Bluetooth® Connection


You can use your phone to connect to wireless products featuring Bluetooth technology up to eight meters away. To connect to a Bluetooth wireless technology-enabled product for the first time, you must pair it with your phone. Once paired, your phone will automatically connect to paired products.

To pair phone with Bluetooth wireless technology-enabled product:


1. From the Home screen, press  → **Settings** → **Wireless & networks**.
2. If Bluetooth wireless technology is not enabled, touch **Bluetooth** to turn it on.
3. Touch **Bluetooth settings**. The available Bluetooth wireless technology-enabled products display.
4. Select the product you wish to pair.
5. Confirm the product number and touch **Pair** to pair the product. Once paired, your phone will automatically connect with the product.

***NOTE:** If the product requires a pass code before pairing, try entering **0000** or **1234**, or check the product's documentation. If your phone doesn't display the Bluetooth wireless technology-enabled product, touch **Scan for devices to rescan**. See the documentation that came with your product to learn how to configure it to be discoverable by phone.*


To disconnect a Bluetooth wireless technology-enabled product:

1. From the Home screen, press  → **Settings** → **Wireless & networks** → **Bluetooth settings**.
2. Touch a connected product, then touch OK to disconnect.

To reconnect a paired Bluetooth wireless technology-enabled product:

1. From the Home screen, press  → **Settings** → **Wireless & networks** → **Bluetooth settings**.
2. Touch a paired product to which you want to connect.

To unpair Bluetooth wireless technology-enabled product:


1. From the Home screen, press  → **Settings** → **Wireless & networks** → **Bluetooth settings**.
2. Touch and hold a paired but disconnected product, then touch **Unpair**.

9.3 Near Field Communications (NFC)

NFC allows you to exchange information with other nearby smartphones and similar devices with just a swipe or a tap. Possibilities include: using your phone as a credit card; paying for public transportation, as well as receiving up-to-date schedules; interacting with smart posters for more information on select topics; sharing games, links and more with friends simply by tapping phones.

NOTE: To use Near Field Communications, download an NFC-enabled app from the Play Store.

To enable NFC:

- From the Home screen, press  → **Settings** → **Wireless & networks** → **touch NFC**.

9.4 Transfer Files Between Your Phone & Computer

You can transfer files between your phone and your computer by connecting your phone to your computer's USB port.

To transfer files between your phone and your computer

1. Use the USB cable that came with your phone (the “cord” of your phone's power cord) to connect your phone to your computer's USB port.

Warning! Follow any instructions that appear on your computer when connecting to the USB port. Failure to follow these instructions may result in damage to your files.

2. Once connected, you will see the following screen.



3. Touch **Turn on USB Storage**, then touch **OK**.

Once connected, your phone's storage will appear as an accessible drive on your computer. You can open the drive and copy files from it and to it just as you would with a flash drive or memory card.

NOTE: While your phone is connected to your computer, any applications that require access to your phone's files (such as Gallery and Music) will be unusable.

To disconnect your phone from the computer:



1. On your phone, touch **Turn off USB storage**.
2. If this screen is no longer displaying, drag down the notification panel and touch **Turn off USB storage** to redisplay the screen.
3. Once “Preparing USB card” stops displaying in the notification area, click “Safely remove hardware and eject media” from your computer’s system tray.
4. Select your phone from the displayed options.
5. Disconnect the USB cable from your phone and your computer.

9.5 Connecting to Virtual Private Networks


Virtual private networks (VPNs) allow you to connect to a secured local network from outside the network. VPNs are commonly deployed by schools, corporations, and other institutions that rely primarily on an on-location network, but allow secure access from the outside.

To connect to a VPN for the first time, add that VPN to your phone. You can then connect to it automatically at any time.

To add a VPN to your phone:

1. From the Home screen, press  → **Settings** → **Wireless & networks** → **VPN settings** → **Add VPN**.
2. Select the type of VPN, based on instructions from your VPN administrator, and then follow your network administrator’s instructions to configure each component of the VPN’s settings.
3. When you are done configuring the VPN, press  → **Save**.
Your phone saves the VPN’s configuration and connects.

To connect to a previously-added VPN

1. From the Home screen, press  → **Settings** → **Wireless & networks** → **VPN settings**.
The VPNs you have added are listed at the bottom of the screen.
2. Touch the desired VPN. Enter any requested information.
3. Touch **Connect**.

To disconnect from a VPN:

- Open the notifications panel, and touch the active VPN notification.

9.6 Sharing Your Phone’s Data Connection

You can share your phone’s data connection with a computer, allowing that computer to access the internet by using your phone’s data stream. You can share your phone’s data connection with a single computer by using USB tethering, or with up to eight computers at a time by enabling the Portable Wi-Fi Hotspot setting.


NOTE: Not all carriers support sharing your phone’s data connection. Please check with your carrier to find out more.

9.6.1 Share Your Phone's Data Connection via USB

Tethering You can share your phone's data connection with a single computer via the USB port. However, you can only do this when you are not currently using the USB port to share files.

NOTE: Some operating systems, such as Windows XP, require you to prepare your computer before enabling USB tethering. Visit www.android.com/tether for more information.

To tether your phone:


1. Use the USB cable that came with your phone to connect your phone to your computer's USB port.
2. From the Home screen, press  → **Settings** → **Wireless & networks** → **Tethering & portable hotspot**.
3. Touch **USB Tethering** to enable tethering.
Your phone will begin sharing its data connection with your computer. For help with setting up USB tethering on your computer, please use the Help available on the **Tethering & portable hotspot** settings page on your phone.
4. When you are finished, uncheck **USB tethering**, or simply disconnect the USB cable.

Go to intel.com/software/android for the latest drivers.

9.6.2 Share Your Phone's Data Connection as a Wi-Fi Hotspot

Hotspot You can turn your phone into a Wi-Fi Hotspot to let other computers and devices use your phone's data connection as a wireless network.

To turn your phone into a Wi-Fi Hotspot:


1. From the Home screen, press  → **Settings** → **Wireless & networks** → **Tethering & portable hotspot**.
2. Touch **Portable Wi-Fi Hotspot** to enable it.
Your phone will broadcast its Wi-Fi SSID, and can be connected to like any other wireless network.

Uncheck the **Portable Wi-Fi Hotspot** setting to stop sharing your phone's data connection.

Secure Your Portable Wi-Fi Hotspot

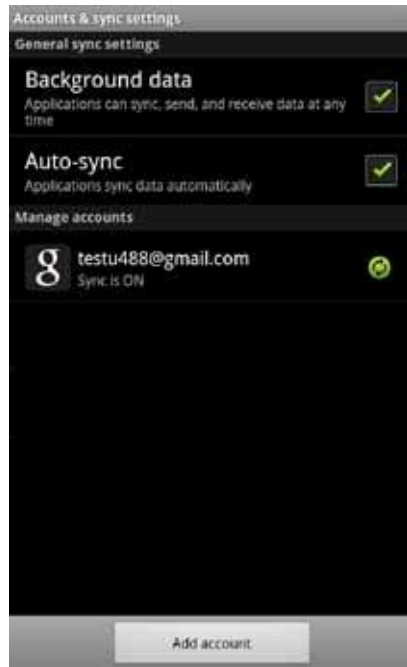
You can secure your phone's Wi-Fi connection, so that other devices and computers can only use it as a Wi-Fi hotspot after entering the required security information.

To secure your phone's portable Wi-Fi hotspot:

1. From the Home screen, press  → **Settings** → **Wireless & networks** → **Tethering & portable hotspot**.
2. Ensure that **Portable Wi-Fi Hotspot** is checked, then touch **Portable Wi-Fi Hotspot Settings** → **Configure Wi-Fi hotspot**.
3. Change any desired security settings, then touch **Save**.

10 Accounts

You can keep your phone synchronized with your Google, email, and corporate accounts, as well as synchronizing contacts with other applications.



To open the Accounts screen

- From the Home screen, press  → **Settings** → **Accounts & sync**.

To add an account to your phone:

1. From the Accounts screen, touch **Add Account**.
2. Select the type of account to add, such as a corporate account (using Microsoft Exchange) or a Google account.
3. Follow the on-screen instructions for configuring your account (or configure your account manually).

***NOTE:** The first time you open an app that uses accounts (such as Email, Calendar, or Gmail) you will be prompted to add an account. The process for adding an account within these apps is identical to that described above.*

To remove an account from your phone:

1. From **Accounts & sync**, touch the account to remove.
2. Touch **Remove Account**.
3. Touch to confirm deletion.

***NOTE:** You can only remove your first Google account by deleting all personal information from your phone.*

To change an account's synchronization settings:

1. From **Accounts & sync**, touch the account whose synchronization settings you want to change.
2. In the screen that opens, check or uncheck the kinds of information you want synchronized. For example, your Google account lets you enable or disable synchronization of your book, contacts, Gmail account, and calendar.

***NOTE:** Previously synchronized data remains on your phone until you manually delete it.*

To turn background data on or off:

- From **Accounts & sync**, check or uncheck **Background data**.

***NOTE:** Turning this option off extends battery life and lowers data usage, but stops most background transmissions, such as receiving Gmail messages and keeping track of Calendar events.*

To turn automatic synchronization on or off:

- From **Accounts & sync**, check or uncheck **Auto-sync**.

***NOTE:** If this option is turned off, accounts and applications must be synchronized manually.*

To manually synchronize an account:

1. From **Accounts & sync**, touch the account to sync.
2. Touch the type of data to sync.

***TIP:** You can sync all types of data for the account by pressing*

 → **Sync Now**.

11 Email

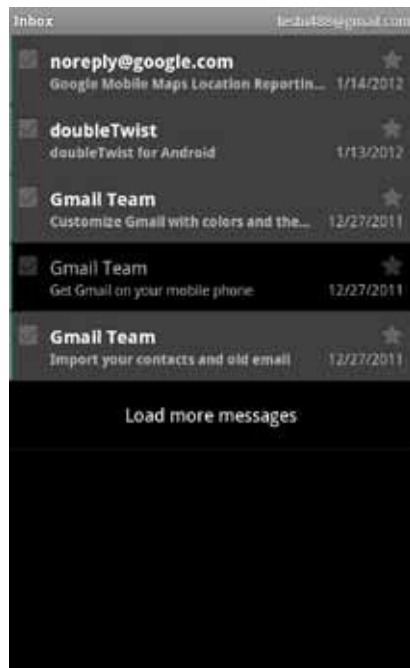
The Email app allows you to access your web-based email (such as Yahoo or Hotmail) and your corporate accounts (using Microsoft Exchange). The screen shots in this chapter show a Gmail account set up using the Email app.

NOTE: Before using the Email app, first set up your accounts as described below.

To use the Email app:

- Touch  → .

Your inbox displays, displaying new messages at the top and unread messages bolded.




NOTE: If you have more than one email account, you will be able to work with an account's inbox or a combined inbox. This is described under Working with the Accounts screen.

*TIP: To work with multiple messages in your inbox, touch the checkbox next to each message you want to work with, and then touch **Mark unread**, **Add star**, or **Delete**.*


To add a new account:

If you're launching the Email app for the first time, the Email Account Wizard will open, and guide you through adding an account.

1. Enter your email address and password.
2. Touch **Next**, then wait for the Email app to connect with your mail provider.
3. Enter a display name (the name displayed to anyone to whom you send a message.) You can also enter an optional account name, which will display in the Email app's list of accounts.
4. Touch **Done** to add the account.

*NOTE: You can add another account at any time by pressing  → **Add Account** in the Email app's Accounts Screen.*

To view an account's folders:

1. Press  → **Folders** to view a list of the account's folders.
2. Touch a folder to open it.

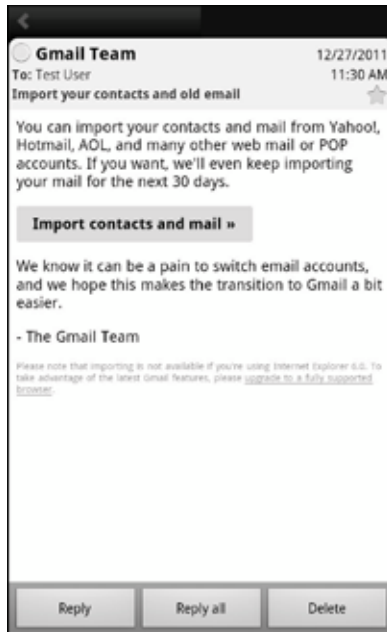
To check for new messages:

- Press  → **Refresh**.



TIP: Synchronized accounts refresh automatically.

To read a message:

- Touch a message to open it.





The following actions are available while working with a message.

To open or save an attachment	Touch Open or Save to open or save an attachment.
To display images	Touch Show Pictures to display images within a message.
To reply	Touch Reply to reply to the sender or Reply All to reply to all recipients.
To forward	Press  → Forward .
To delete	Touch Delete . <i>NOTE: Some accounts let you recover deleted messages from a Trash folder.</i>
To mark a message unread	Press  → Mark as unread.


To star a message

Touch .


To open next or previous message


Touch  or  at the top of the screen.

To send a message:

1. Press  → **Compose**.
2. Enter the recipient, subject, and message text.
3. Touch **Send** to send the message, **Draft** to save it as a draft, or **Discard** to discard unsaved drafts.



TIP: Add an attachment (such as a picture) by pressing  → **Add attachment** and selecting an attachment.


TIP: Add a Cc or Bcc recipient by pressing  → **Add Cc** or **Add Bcc**.

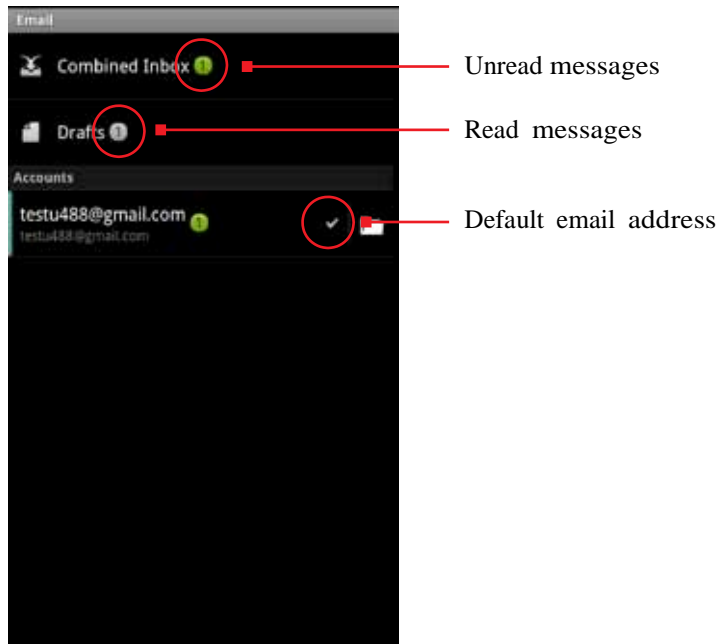
11.1 Working With Accounts

If you have more than one Email account, you can switch between inboxes using the Accounts screen.

NOTE: Adding and removing accounts is described in *Accounts*.

To open the Accounts screen:

- Press  → Accounts.




To open an inbox:

- Touch an account to open that account's inbox, or touch Combined Inbox to view all of your accounts' messages in one inbox.

TIP: When working in the combined inbox, different account's messages are marked with colored bars.

TIP: Touch *Starred* or *Drafts* to view starred and draft messages from all of your accounts.

To display an account's folders:

- Touch  next to an account to display an account's folders, and then

touch a folder to open it.

NOTE: Only folders containing messages are displayed.

11.1.1 Account Settings

To change an account's settings:

- From the Accounts screen, touch and hold the account whose settings you want to change, then touch **Account settings**.

Account settings

You can change any of the following account settings.



Account name	Enter your account's account name.
Your name	Enter the name people see when you send a message from this account.
Signature	Enter the signature to append to messages sent from this account.
Inbox check frequency	Select how often the Email app checks this account for new messages.
Default account	Select the default email account. NOTE: The default email account is used by default whenever you send an email without specifying which account to send it from, such as when you click on a contact's email address.
Email notifications	Receive a notification whenever a new email arrives in this account's inbox.
Select ringtone	Select the ringtone for new email notifications. TIP: Select the ringtone "silent" to turn off email ringtones.
Vibrate	Select to have the phone vibrate when you receive a new message.
Incoming and Outgoing settings	Configure the server settings for this account.

12 Calendar

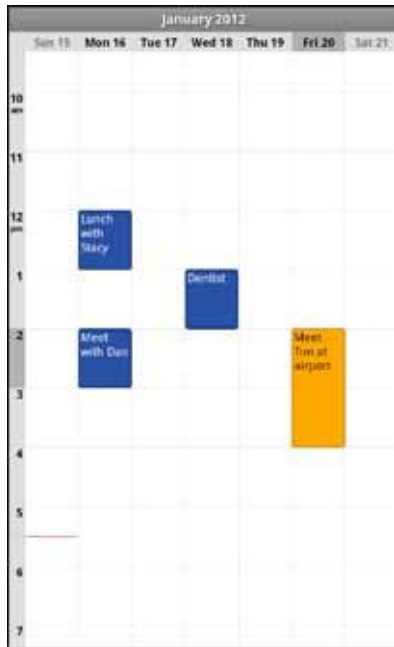
The Calendar app lets you create and manage events, meetings and appointments. By default, your Calendar app automatically synchronizes with any Google or Microsoft Exchange accounts you've added to your phone.

NOTE: See *Accounts* for information on how to add accounts to your phone, and on how to configure the synchronization of existing accounts.

To use the Calendar app:

- Touch , then touch .

The Calendar app opens, displaying your events from all of your synchronized accounts.



TIP: Events from each account display in a different color.

12.1 Viewing Your Events


The Calendar has four views:

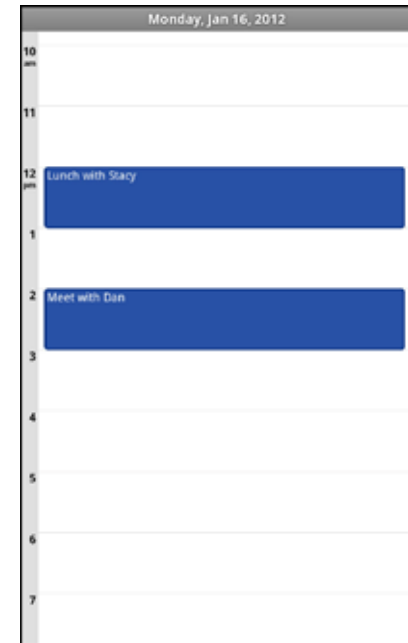
- **Agenda:** Lists an agenda of your events in chronological order.
- **Day:** Displays a calendar view of one day, with a red line indicating the current time.
- **Week:** Displays a calendar view of one week.
- **Month:** Displays a calendar view of one month, with scheduled times marked with a vertical colored bar.

TIP: Touch to see a day's events.

NOTE: All-day and multiday events display at the top of the agenda, day, and week views.

To change the calendar view:

- Press  and select a view option, or touch **Today** to return to today's events.









TIP: Slide up and down to move backwards and forwards.

NOTE: The Calendar app synchronizes events from the previous month through one year in the future.



To view an event's details:

- Touch an event to view its details.

The following actions are available while viewing an event's details.

To respond to an invitation	Touch the drop-down menu below Attending , then touch Yes , No , Maybe or No Response .
To add or remove reminders	Touch  or  under Reminder .
To change a reminder	Touch Reminder and choose when you want to be reminded.
To edit an event	Press  → Edit Event .
To delete an event	Press  → Delete Event .

To create an event:

1. In any of the calendar views, press  → **More** → **New Event**.
ALTERNATE: In Day, Week, or Month view, touch and hold a spot on the calendar, then touch **New Event**.
2. Specify the event name and time.
Enter any details, such as guest emails to invite to the event or a reminder you want to set. View additional details by pressing  → **Show Extra Options**.
3. Touch **Done**.

NOTE: If you have more than one calendar, you can choose the calendar to which to add the event.





TIP: You can create, edit, and delete events by touching and holding an event in the calendar view.

12.2 Storing & Displaying Calendars

For each of your synchronized calendar accounts, you can set whether the calendars are stored on the phone and whether they are visible.

NOTE: For information on adding and synchronizing accounts, see *Accounts*.

To specify whether calendars are stored and displayed:

1. Press  → **More** → **Calendars**.
2. Touch each account to toggle through the three settings:
 -  Store on the phone and show.
 -  Store on the phone and hide.
 -  Don't store or show.

12.3 Changing Calendar Settings

To change calendar settings:

- Press  → More → Settings.

You can change any of the following settings:



Hide declined events	Don't show events which you have declined to attend.
Use home time zone	When travelling, continue to show events in your home time zone rather than the local time zone.
Home time zone	Specify the time zone to use for Use home time zone .
Set alerts & notifications	Receive a notification for reminders, either as a ringtone alert or status bar notification.
Select ringtone	Select the ringtone for new event notifications. <i>TIP: Select the ringtone silent to turn off event ringtones.</i>
Vibrate	Select to have the phone vibrate when you receive a new event notification.
Default reminder time	Select a default time to be reminded for events.

13 Gmail

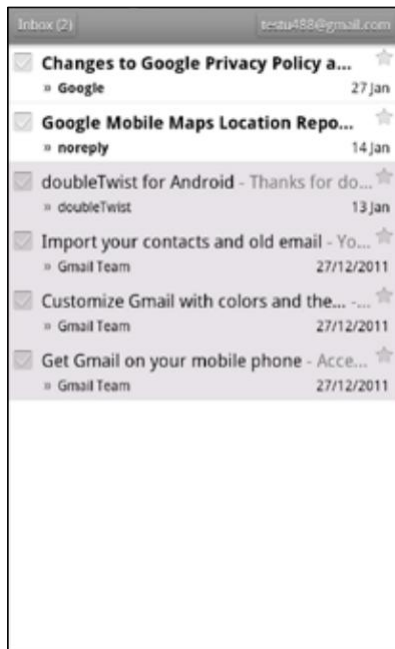
You can create a Gmail account for your phone, or sync your phone with your existing Gmail account.

NOTE: Before using the Gmail app, first set up your accounts as described in *Accounts*.

To use the Gmail app:

- Touch , then touch .

Your Gmail inbox displays.



NOTE: If you have multiple Gmail accounts, touch the top-right corner (with the name of the Gmail account) to switch to another account.

To view account folders:












- Touch the name of the currently-opened folder (in the upper right corner of the screen), then touch a folder to open it.

To read a message:


- Touch a conversation.



TIP: To display older messages, touch *x read messages* at the top of the screen.


The following actions are available while working with a message.


To preview or download an attachment	Touch Preview or Download to open or save an attachment.
To display images	Touch Show Picture to display images within the text of a message.
To reply	Touch  to reply to the sender, or   to reply to all recipients.
To forward	Touch    .
To delete	Touch Delete . <i>NOTE: Deleted conversations are placed under the Trash label, and are automatically deleted after thirty days.</i>
To mark a message unread	Press   Mark unread .
To star a message	Touch  .
To open next or previous message	Touch  or  at the bottom of the screen.

To send a message

1. From the inbox, Press  → **Compose**.
2. Enter the recipient, subject, and message text.
3. Touch **Send** to send the message.


TIP: Touch  to save the draft, or touch  → **Discard** to discard the draft.

TIP: Add an attachment (such as a picture) to a message by pressing  → **Attach** and selecting an attachment.

TIP: Add a Cc or Bcc recipient by pressing  → **Add Cc/Bcc**.

13.1 Gmail Settings

To open Gmail settings

1. From your Inbox, press  → **More** → **Settings**.
2. Touch **General preferences** to set Gmail settings or touch an account to configure that account.


14 Other Phone Functions

Your phone has several other functions, including downloads, navigation, and automatic updates.

14.1 Updating Software

As updated versions of your phone's software become available, you can download them directly onto your phone.

To check for and install updates:



1. Press  → **Settings** → **About Phone**.
2. Touch **System updates** and then touch **Check for Updates**.
3. If updated software is available, it will automatically begin downloading to your phone. You can monitor the download in the Notifications Panel.
4. When the update is finished downloading, touch **Apply Update** to install the new software.

14.2 Downloads

You can use the Downloads application to view, open, or delete your downloaded items.

***NOTE:** All downloaded items are stored on your phone's device memory, under the download directory. You can view and copy items from this folder by connecting your phone to your computer, as described in Transfer Files between your Phone and Computer.*

To use the Downloads app:

1. Touch , then touch .
2. Touch an item to open it.

***NOTE:** You can touch a header (such as "Today" or "1 month ago") to expand or conceal all downloaded items under that header.*

To delete a downloaded item:

- Touch the checkbox next to an item to select it, then touch **Delete**.

***TIP:** You can uncheck the selected checkboxes by touching Clear Selection.*

To cancel downloads:


- Press  → **Cancel All Downloads**.

14.3 Managing Applications

The Manage Applications screen lets you see and manage your installed applications by uninstalling an application, changing where an application is stored, and more.



To manage applications:

1. From the Home screen, press , then touch **Manage apps**.
2. Touch the tabs at the top of the screen to select which list of apps to display (apps which you downloaded onto your phone, apps which can be run on your USB storage, apps which are currently running, or all apps.)

***NOTE:** Apps currently installed on your USB storage are marked with a checkmark.*

3. Touch an app to display its storage usage, software version, and what actions it is permitted to perform.

To stop an application:

1. From the Manage Applications screen, touch the Downloaded tab to view all applications you have downloaded.

2. Touch the application you want to stop.
3. Touch **Force Stop**.

Important. Forcibly stopping an application may cause temporary errors on your phone, and require you to restart your phone to restore full functionality.

To uninstall an application:

1. From the Manage Applications screen, touch the **Downloaded** tab to view all downloaded applications.
2. Touch the application you want to uninstall.
3. Touch **Uninstall**, then touch **OK** to confirm.

14.3.1 Changing Where an App is Stored

Apps can either be stored in the phone's device memory or on the phone's USB storage. Since your phone's device memory contains your private information, it is tightly guarded by your phone's operating system, and you cannot directly access it when you connect your computer to your phone. Storage space on your phone's device memory is also very limited. You may therefore wish to move an application from the phone's device memory to the USB storage.



To change where an app is stored:

1. From the Manage Applications screen, touch **On your USB storage** to view all applications currently, or potentially, installed on your phone's USB storage.
2. Touch the application whose location you want to change.
3. Touch **Move to USB Storage** to move the app from device memory to your USB storage, or touch **Move to Phone** to move the app back to device memory.

14.4 Clock


The Clock app displays the time and allows you to set alarms.

To open the Clock app:


- Touch  , then touch .



To add an alarm:

1. Touch  at the bottom of the clock screen.
2. Touch **Add Alarm**.
3. Set the alarm time.
4. Touch **Set**.
5. Customize any additional alarm settings, such as ringtone or repeat.
6. Touch **Done**.



To turn an alarm on and off:

1. Touch  at the bottom of the clock screen.
2. Touch the bar in front of the alarm to turn it on or off.

14.5 Calculator

The calculator app lets you use your phone as a calculator.

To use the calculator app

- Touch , then touch  .

You can use the touchscreen to enter numbers, perform operations, and clear the screen, just as you would on a basic calculator.




TIP: Slide the screen to the left to see more advanced functions, such as pi, sin, log, square root, and left and right parentheses.

14.6 Global Positioning System (GPS)

GPS is a satellite navigation system that provides incredibly accurate location information. Receivers pull down information from an array of satellites to calculate the user's three-dimensional position. GPS technology can be found in many devices, from phones and wristwatches, to ships and airplanes, to ATMs and pet collars.

NOTE: The Google Maps and Google Nav apps are GPS-enabled. You can find more apps that use GPS in the Play Store.


To enable GPS:

- From the Home screen, press  → **Settings** → **Location & security** → touch **Use GPS satellites**.


14.6.1 Maps


Google Maps lets you find any location using your phone.

To use Google Maps

1. Touch  in the App Launcher.



2. Enter an address, a city, a business name, or a type of establishment in the search box.
3. Touch  or touch a suggested location.



TIP: You can get directions or a street view for a location by touching the location on the map and then choosing Directions or press  → Street view.

14.6.2 Nav

Google Nav turns your phone into a GPS navigation device.



To use Google Nav


1. Touch  in the App Launcher.
2. Enter an address.
3. Touch .

TIP: Select a contact or starred place to quickly navigate to a favorite location.

15 Changing Phone Settings

The settings window displays all of the settings that effect how your phone looks and works.

To open the settings window:



- From the Home screen, press  → **Settings**.

You can touch a section, such as **Wireless & networks**, to reveal the settings in that section.

The rest of this section describes many of the settings available on your phone.

15.1 Wireless & Networks Settings

The **Wireless & networks** section configures your phone's connections, such as Wi-Fi and Bluetooth wireless technology.

Airplane mode	Disable all wireless connections, including Bluetooth wireless technology and 3G. Activating airplane mode greys out some other settings, such as Call Settings.
Wi-Fi	Turn on Wi-Fi, then configure any desired setting under Wi-Fi Settings. For information on using Wi-Fi, see Using Wi-Fi.
Wi-Fi settings	Configure your Wi-Fi connection with the following settings. <ul style="list-style-type: none">• Network notification. Receive a notification when an open Wi-Fi network becomes available.• Wi-Fi protected setup. Automatically connect to a WPS access point using the WPS setup on the device.• Wi-Fi networks. Lists all networks you have previously-added or connected to, as well as nearby Wi-Fi networks. <i>TIP: Press  → Scan to rescan the available networks.</i> <ul style="list-style-type: none">• Add Wi-Fi network (at bottom of Wi-Fi networks list). Add a Wi-Fi network by entering its SSID (network name) and any required security information. Press  → Advanced in the Wi-Fi settings screen to see additional Wi-Fi settings, such as Use Static IP or MAC address.
Bluetooth	Turn on Bluetooth wireless technology. For more information on pairing your phone with a Bluetooth wireless technology-enabled product, see Wireless Bluetooth Connection.

Bluetooth settings

Configure your Bluetooth connection with the following settings.

- **Device name.** Give your phone a custom device name, visible on some Bluetooth wireless technology-enabled products.
- **Discoverable.** Enable phone to be discoverable by other Bluetooth wireless technology-enabled products.
- **Discoverable timeout.** Set how long a device will be discoverable.
- **Scan for devices.** Scan for any nearby Bluetooth wireless technology-enabled products.
- **Bluetooth devices.** List Bluetooth wireless technology-enabled products that are nearby or have been previously connected.

***TIP:** Touch and hold a listed Bluetooth wireless technology-enabled product to see other options, such as Unpair.*

Tethering & portable hotspot

Configure your phone for tethering or for use as a portable hotspot with the following settings.

- **USB Tethering.** Share your phone's mobile data network connection with your computer via a USB connection.
- **Portable Wi-Fi hotspot.** Share your phone's mobile data network connection as a portable Wi-Fi hotspot.
- **Portable Wi-Fi hotspot settings.** Configure your phone's Wi-Fi hotspot settings, such as its SSID or security.

For more information on tethering and hotspots, see Sharing Your Phone's Data Connection.

VPN Settings

Configure your Virtual Private Network using the following settings.

- **Add VPN.** Add a VPN by selecting the type and specifying any additional details, as provided by your system administrator.
- **VPNs.** Lists previously added and connected VPNs. Touch a VPN to reconnect to it.

For more information on VPNs, see Sharing Your Phone's Data Connection.

NFC

Touch to enable Near Field Communications, which allows you to exchange information with other nearby smartphones and similar devices.

NFC settings

Configure your NFC with the following setting:

- **Smart Cards:** Enable or disable the embedded smart cards.

***NOTE:** To use Near Field Communications, download an NFC-enabled app from the Play Store.*

Mobile networks

Configure your mobile network using the following settings.

- **Data enabled.** Clear this checkbox to prevent your phone from transmitting data on any mobile network. This is useful when you're traveling and wish to avoid charges for data use on a local carrier's network, and can also decrease the battery usage.

Disabling data does not prevent your phone from transmitting data on other networks, such as Wi-Fi or Bluetooth wireless technology-enabled products.

- **Data roaming.** Clear this checkbox to prevent your phone from using other carrier's mobile networks when your own is unavailable.
- **Access Point Names:** Select from the available access points.
- **Data usage.** Displays your data usage.
Touch this setting to see more details about your network's data use policy. For more information on your data use policy, please contact your carrier.
- **Network operators:** Scan for and select a network operator.

15.2 Call Settings

Call settings let you configure features related to making calls, such as call forwarding and voicemail.

Fixed dialing numbers	Touch to manage fixed dialing number settings.
Voicemail service	Select the service to use for your voicemail.
Voicemail settings	Configure your voicemail.
Call forwarding	Configure call forwarding.
Additional settings	Configure your calls with the following settings. <ul style="list-style-type: none">• Caller ID. Set whether your phone number is displayed to the people you call.• Call waiting. Enable call waiting on your phone.
Use Internet calling	Specify when to use Internet calling.

NOTE: Fixed Dialing Numbers are restricted outgoing calls. These are often used as parental control over which phone numbers children can dial.

15.3 Sound Settings

Sound settings let you configure your phone's sounds.

Silent mode	Silence all sounds except media (such as videos and music) and alarms.
Vibrate	Configure when the phone vibrates instead of ringing.
Volume	Set the volume for each sound made by your phone, such as media or incoming calls. If you select "Use incoming call volume for notifications," you can use the "Ringtone" volume to set the notification volume.
Phone ringtone	Select the ringtone for a phone call. You can also select a song as a ringtone through the Music App. See Playing Music for more information.
Notification ringtone	Select the notification ringtone.
Feedback	Specify the kind of feedback your phone provides, such as audible touch tones or haptic (vibration) feedback.

15.4 Display Settings

The Display settings configure your phone's screen, such as its brightness or rotation.

Brightness	Adjust the screen's brightness automatically, or select the desired brightness. For the longest battery life, use the lowest comfortable brightness.
Auto-rotate screen	Check to automatically rotate the orientation of the screen as you turn the phone sideways or upright.
Animation	Select whether to display transition animations.
Screen timeout	Set how long a phone will idle before the phone enters sleep mode. For the longest battery life, use the shortest timeout.

15.5 Location & Security Settings

The Location & security settings screen lets you configure how your phone gathers and uses information about your physical location, and how your phone is locked and secured.

Use wireless networks	Use information from Wi-Fi and mobile networks to determine your approximate physical location. You must consent to sharing your location anonymously with Google's location service to enable this feature.
Use GPS satellites	Use your phone's global positioning system (GPS) satellite receiver to pinpoint your physical location.
Set up screen lock/ Change screen lock	Secure your phone with a pattern, PIN, or password. See Securing Your Phone for more information.
Set up SIM card lock	Require a PIN to use your phone.
Visible passwords	Briefly display each character of your password. Otherwise, only asterisks display.
Credential storage	Store credentials for accessing VPNs or SSL web servers.

15.6 Applications Settings

The Applications settings screen lets you view and configure the applications installed on your phone.

Unknown sources	Permit installing applications from locations other than Play Store, such as applications downloaded from the web or received by email. Warning! Malicious applications can access the contents of your phone and seriously compromise your phone's security and privacy. Always be careful when downloading and installing an application from anywhere other than the Play Store.
Manage applications	List all the applications and software installed on your phone. Touch an application to view more details and manage the application. See Managing Applications for more information.
Running services	List applications, processes, or services currently running or cached.
Storage and battery use	See the storage and battery usage of applications.

15.7 Accounts & Sync Settings

The Accounts & Sync settings screen lets you add, remove, and manage your accounts (including Google and Microsoft Exchange accounts). For more information on working with accounts and synchronizing data, see Accounts.

Background data	Permit applications to synchronize data in the background, whether or not you are actively working with them. Unchecking this setting can save battery life and lower data use.
Auto-sync	Permit applications to automatically synchronize data. Unchecking this setting means you must manually synchronize data, either by opening an account and touching Sync Now, or by opening an application and synchronizing that application manually.
Manage accounts	Lists all of the accounts added to your phone. Touch an account to open it and see more information.
Add account	Add an account to your phone. Touch the kind of account you want to add, then enter your account's username and password.

15.8 Privacy Settings

Use the Privacy settings to manage your personal information.

Back up my data	Back up some of your personal data to Google servers. If you replace your phone, you can restore the data you've backed up. The following data can be backed up and restored: Wi-Fi passwords, Browser bookmarks, a list of the applications you've installed, the words you've added to the user dictionary, and most of your configured settings. Some third-party applications may also take advantage of this feature. Unchecking this option stops backing up your data and deletes any existing backups.
Automatic restore	Restore your settings and other data when you reinstall an application, using your current Google account.
Factory Data Reset	Erase all of your personal data from internal phone storage. Resetting the phone does not erase any software updates you've downloaded. You can also erase data downloaded to USB storage. After resetting your phone, you'll be returned to the Google wizard when you next restart your phone.


15.9 Storage Settings

Use the storage settings to add Device Memory.

USB storage	Lists the total and available space on your phone's USB storage.
Erase USB storage	Permanently erases everything on your phone's USB storage.
Device memory	Lists the available device memory.

15.10 Language & Keyboard Settings

The Language & keyboard settings let you set the default language for your phone, and configure how your Onscreen Keyboard displays and functions. For more information, see Onscreen Keyboard Basics.

Select language	Select the language for your onscreen keyboard.
User dictionary	Displays the user dictionaries used to identify words as you type. Touch a word to edit or delete it, or press  → Add to add a word.
Android Keyboard	Configure your Android keyboard.
Swype	Configure your Swype Keyboard.

From the Home screen, press **Settings** → **Language & keyboard** → **Swype** → **Select Input Method**. Touch Swype or Android keyboard to select the desired input method.

15.11 Accessibility Settings

Set the accessibility features of your phone.

Accessibility	Enable all installed accessibility plug-ins.
Power button ends call	Causes pressing the power button to end an active call.

15.12 Date & Time Settings

The Date & time settings screen lets you configure how the date and time are displayed on your phone. You can also use this screen to manually enter the date and time, rather than obtaining the current time from the mobile network.

Automatic	Uncheck to set the date, time, and time zone on the phone manually, rather than obtaining the current time from the mobile network.
Set Date/time zone/time	Manually set the phone's date, time zone, and time. This setting is only available if the Automatic setting, above, is unchecked.
Use 24-hour format	Display the time using 24-hour time format—for example, display 13:00 rather than 1:00 PM.
Select date format	Select the date format.

15.13 About Phone


The About Phone settings screen displays information about your phone.

System updates	Check for Android system software updates.
Status	Touch to open the Status screen.
Battery use	Touch to display a list of the applications and operating system components that have used the battery since you last charged it. You can touch an item to see more detailed information about its battery use. See Battery Tips for tips about optimizing your battery use.
Legal information	Display legal information about the software included with your phone.
Other information	Displays additional details about your phone.

16 Troubleshooting

Use the following tips to troubleshoot any issues on your phone.

Outgoing calls are not connected:

- Ensure that you have touched  to dial the number.
- Ensure that you're connected to the correct cellular network.
- Ensure that you haven't turned on outgoing call barring (under **Settings** → **Call Settings**).

Incoming calls are not connected:

- Ensure that your device is turned on.
- Ensure that you're connected to the correct cellular network.
- Ensure that you haven't turned on incoming call barring (under **Settings** → **Call Settings**).

Others cannot hear you speaking on a call:

- Ensure that you are not covering the built-in microphone.
- Ensure that the microphone is close to your mouth.
- If you're using a headset, make sure that it is properly connected.

Audio quality is poor:

- Ensure that you are not blocking the device's internal antenna.
- When you are in an area with weak signals or poor reception, you may have to move to another area for better reception.

When dialling from contacts, the call is not connected:

- Ensure that the correct number is stored in the contact list.
- Re-enter and save the number if necessary.

The device beeps and the battery icon flashes:

- Your battery is low. Recharge or replace the battery to continue using the device.

Phone doesn't respond:

- Make sure the phone is fully charged.
- Try turning the phone off, and then turning it back on.
- If the above doesn't work, press and hold power button for 10 seconds until the phone turns off. Then release the power button, and then turn the phone back on.

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