HUAWEI P8 lite

User Guide



Contents

Foreword

Highlights

New camera modes 2
Thumb mode 2
Safe 4

Getting started

Locking and unlocking the screen 6
Dual SIM settings 6
Connecting to a Wi-Fi network 7
Turning on mobile data 8
Connecting your phone to a computer 8
Importing contacts from your old phone 8
Touchscreen gestures 9
Motion control 11
Status icons 12
Home screen 13
Notifications 16
Accessing applications 17
Personalizing your phone 18
Entering text 20

Calls and contacts

Making a call 24
Answering or rejecting a call 26
In-call menu 26
Answering a third-party call 27
Making a conference call 27
Using the call log 28
Turning on pocket mode 29
Call settings 29
Managing contacts 30
Importing or exporting contacts 30
Adding a contact to your favorites 33

Contact groups 33

Messaging and email

Sending a text message 35
Replying to a message 35
Managing messages 35
Setting up an email account 37
Sending an email 38
Checking your email 38
Account settings 39

Camera and gallery

Capture screen 40
Taking a photo 41
Launching the camera from the gallery 41
Capture modes 41
Shooting a video 44
Video shooting modes 44
Camera settings 45
Gallery 45
Scanning a QR code 47

Music and videos

Adding songs 48
Listening to music 48
Creating a playlist 49
Playing a playlist 49
Deleting a playlist 49
Setting a song as the ringtone 50
Playing a video 50

Network and sharing

Enabling mobile data 51
Wi-Fi network 51
Sharing your phone's mobile data 52
Transferring data using Bluetooth 53
Transferring data using Wi-Fi Direct 54
Transferring data between your phone and computer 55

Multi-screen display 56
Huawei Beam 56

Apps

Managing applications 58
Backup 59
Phone Manager 60
Calendar 61
Clock 62
Weather 64
Notes 65
FM Radio 65

Phone settings

Turning on location services 67
Modifying sound settings 67
Modifying display settings 68
Enabling one-hand UI 69
Touch-disable mode 69
Turning on gloves mode 69
Using the suspend button 70
Changing the lock screen style 70
Turning airplane mode on or off 71
Setting your SIM card PIN 72
Setting up an account 72
Restoring factory settings 73
Updating your phone 74
Setting the date and time 74
Changing the system language 75
Privacy protection 75
Accessibility 76

Legal Notice

Foreword

This guide is intended to be used with phones running EMUI 3.1.

All pictures and illustrations are for your reference only and may differ from the final product.

The features described in this guide may not be available on all phones or carriers due to local service supplier policy.

Symbols and definitions

	Note	Highlights important information and tips, and provides additional information.
	Caution	Indicates potential problems that may arise, such as device damage or data loss, if proper care or attention is not given.

For more information

You can refer to the Quick Start Guide packaged with your phone.

Open **HiCare** to read the user guide and service information or get help from the online forum.

Go to http://consumer.huawei.com/en/ to download product manuals (including safety information), read the FAQs, and view the Privacy Policy.

Go to **Settings** > **About phone** > **Legal information** to view important legal information.

Please visit http://consumer.huawei.com/en/support/hotline/ for the most up-to-date contact information for your country or region.

Highlights

New camera modes

These new modes may not be supported by all phones.

Perfect selfie

Set your own custom beauty settings for facial enhancement and beautifying effects when you take photos in **Beauty** mode.

1 On the home screen, touch **Camera**.

2 Touch > > **Perfect selfie**.

3 Enable **Perfect selfie**.

4 Touch **Perfect selfie** and take three self-portrait shots.

5 On the **Set beauty effects** screen, adjust your beauty settings, and then touch .

6 In **Beauty** mode, touch to take photos.

Time-lapse mode

Use this mode to create an accelerated video of a slow-changing scene, such as the sunset or sunrise.

1 On the home screen, touch **Camera**.

2 Swipe left or right to select **Time-lapse**.

3 Touch to start recording.

4 Touch to stop recording. The captured video will be played back at an accelerated pace.

Thumb mode

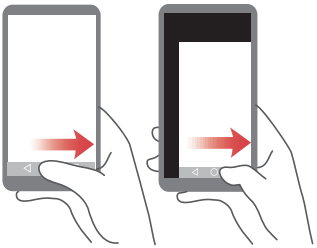
Thumb mode makes it easier to use phones with large screens and quickly share QR contact cards with friends.

One-hand layout

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

2 Under **All**, touch **One-hand UI** > **One-hand layout**.

3 Enable **One-hand layout**. You can then swipe the virtual navigation bar to either side to change the screen layout, bringing everything within reach.



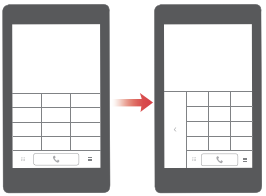
This feature is available only on phones that support a virtual navigation bar. If the virtual navigation bar is replaced by film navigation keys, this feature will not be available.

Shifting keyboard

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

2 Under **All**, touch **One-hand UI** > **Shifting keyboard**.

3 Enable **Shifting keyboard**. You can then touch the arrow on either side of the screen to move the keyboard, dialer, or in-call menu to the side within reach.

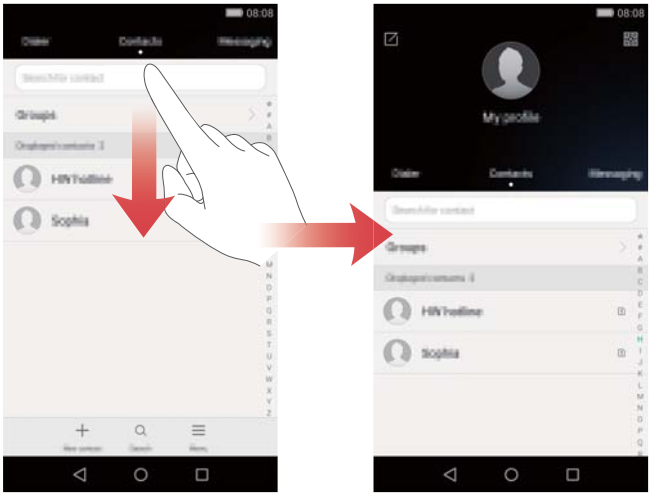


This feature may not be available on all phones.

Moving the screen down

On the contacts, dialer, messaging, or email screen, if you can't reach items near the top of the screen, touch the upper half of the screen and drag down and release (after 1 second) to shift the entire interface down closer to your thumb.

From the dialer, contacts or messaging screen, drag down and then release to display your personal QR contact card. Your friends can scan this to obtain your phone number instantly.



Safe

The safe is a secure storage location where you can store your important and private data.

Enabling the safe

1 On the home screen, touch **Files**.

2 Under **Categories** or **Local**, touch **Safe**.

3 Touch **Enable**.

4 Follow the onscreen instructions to enter your password and set up the security question, and then touch **Done**.

Adding files to the safe

1 On the home screen, touch **Files**.

2 Under **Categories** or **Local**, touch **Safe**.

3 Enter the password, and then touch **Done**.

4 Touch **Add**.

5 Follow the onscreen instructions and select which files you want to add to the safe.

6 Touch **Add** to add the selected files to the safe.

Getting started

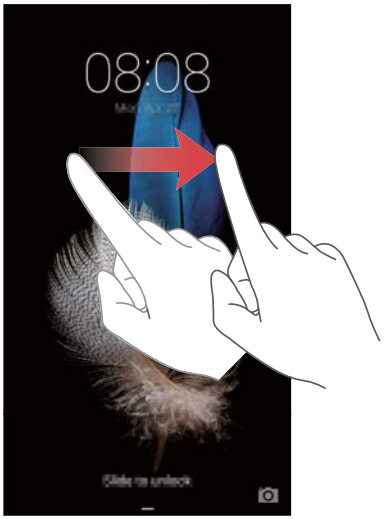
Locking and unlocking the screen

Locking the screen

- Method 1: Press the power button to manually lock the screen.
- Method 2: After being idle for a specified period of time, the screen will lock itself automatically.

Unlocking the screen

When the screen is off, press the power button to turn it on. Slide your finger in any direction to unlock the screen.



Dual SIM settings

This feature only applies to dual SIM phones.

Enabling or disabling a SIM card

You can enable one or both SIM cards. When you disable a SIM card, you will not be able to use it to make or receive calls, send text messages, or access the Internet.

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

2 Under **All**, touch **International roaming** or **Dual card management**.

3 Touch the switch next to **Card 1** or **Card 2** to enable or disable a SIM card.

The settings displayed may vary according to your carrier and phone model.

Setting the default SIM card for data services

You can set the default SIM card for data services.

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

2 Under **All**, touch **International roaming** or **Dual card management**.

3 Touch **Card 1** or **Card 2** next to **Default mobile data**.

This feature may not be supported by some carriers.

Setting the default SIM card for calling and messaging

You can set the default SIM card for calling or messaging.

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

2 Under **All**, touch **International roaming** or **Dual card management**.

3 Touch **Card 1** or **Card 2** next to **Default calls/messages**.

This feature may not be supported by some carriers.

Connecting to a Wi-Fi network

1 Swipe down from the status bar to open the notification panel.

2 Under **Shortcuts**, touch and hold to enter the Wi-Fi settings.

3 Turn on Wi-Fi. Your phone then scans for available Wi-Fi networks and lists them on the screen.

4 Select the Wi-Fi network you want to connect to. If the Wi-Fi network is encrypted, enter the password when prompted.

Turning on mobile data

1 Swipe down from the status bar to open the notification panel.

2 Under **Shortcuts**, touch ⇅ to enable mobile data.

When you don't need to access the Internet, disable mobile data to save battery power and reduce data usage.

Connecting your phone to a computer

Use a USB cable to connect your phone to a computer. Follow the onscreen instructions and select a connection mode to transfer photos, videos, songs, and other files between your phone and computer.

Photos	Read, manage, and transfer multimedia files in your phone storage. For details, see Connecting in picture transfer mode.
Files	Read, manage, and transfer files in your phone storage. For details, see Connecting in media transfer mode.
USB drive	If you have a microSD card installed, you can use your phone as a USB storage device, read data on the microSD card, and transfer data to and from a computer. For details, see Connecting in USB flash drive mode.

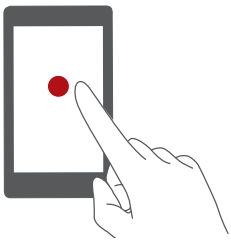
Importing contacts from your old phone

You can import contacts from your old phone in any of the following ways:

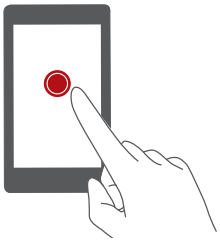
SIM card	Copy your contacts on your SIM card to your new phone. For details, see Importing contacts from a SIM card.
Storage device	If your old phone has a microSD card slot, export the contacts in your old phone to a microSD card as a vCard file, and then import the contacts to your new phone. For details, see Importing contacts from a storage device.

Bluetooth	Enable Bluetooth on both your old and new phones, and import your contacts using Bluetooth. For details, see Importing contacts from a Bluetooth device.
Backup	If your old phone supports Backup, back up your contacts, and restore them to your new phone. For details, see Backup.
Computer	Synchronize your contacts from your old phone to a computer, and use phone management software on the computer, such as HiSuite, to synchronize them to your new phone.
Other accounts	• Install social network applications and synchronize contacts from your social network accounts. • Log in to your Exchange account and synchronize your contacts.

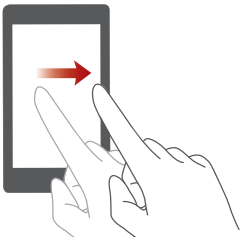
Touchscreen gestures



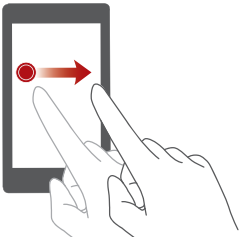
Touch: Tap an item once. For example, touch to confirm an action or open an application.



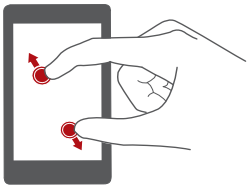
Touch and hold: Touch and leave your finger on the screen for 2 seconds or more. For example, touch and hold a blank area on the home screen to enter editing mode.



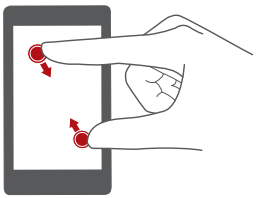
Swipe: Move your finger vertically or horizontally across the screen. For example, you can swipe left or right under **Notifications** in the notification panel to dismiss a notification. Swipe horizontally or vertically to transition through home screens, scroll through a document, and more.



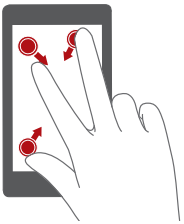
Drag: Touch and hold an item and then move it to another position. For example, you can rearrange applications and widgets on the home screen this way.



Pinch two fingers out: Spread two fingers apart on the screen. For example, pinch two fingers out to zoom in on a picture or web page.



Pinch two fingers together: Pinch two fingers together on the screen. For example, pinch two fingers together to zoom out on a picture or web page.



Pinch three fingers together: On the home screen, pinch three fingers together to display screen thumbnails.

Motion control

Motion control lets you control your phone using simple motions and gestures. For example, mute the phone by turning it over or raise the phone to your ear to answer and make calls quickly.

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

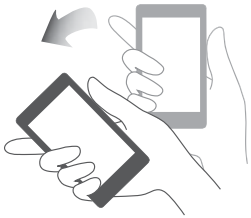
2 Under **All**, touch **Motion control**.

3 On the **Motion control** screen, select an option, and select a motion to enable it.

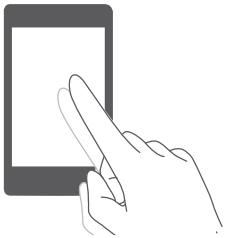
- **Flip**: Mute sounds and stop vibration from incoming calls, alarms, and timers.



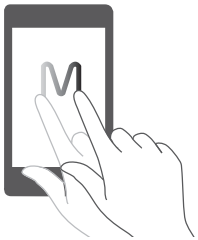
- **Shake**: Touch and hold a blank area on the home screen to enter editing mode. Shake your phone to organize your icons.



- **Double touch**: Touch the screen twice to turn it on.



- **Draw**: When your phone's screen is turned off, draw a letter to open the corresponding application.



Your phone may not feature all of these gestures.

Status icons

Status icons may vary according to your region or carrier.

	Signal strength		No signal
	Airplane mode enabled		Bluetooth on
	Receiving location data from GPS		Vibration mode enabled
	Silent mode enabled		Alarms enabled
	Charging		Battery full
	Battery low		Call in progress
	Missed calls		New messages
	New emails		New voicemail
	Selecting an input method		Wi-Fi network available

	Connected to a Wi-Fi network		Uploading data
	Downloading data		Phone memory full
	Upcoming events		No SIM card found
	Sign-in or synchronization problem		Synchronizing data
	Synchronization failed		Portable Wi-Fi hotspot on
...	More notifications		Connected to a VPN
	Headset plugged in		USB debugging mode enabled
	USB tethering on		

Home screen

Your home screens are where you can find your favorite widgets and all your applications. We did away with the application list to give you a more convenient and direct path to your applications.



1	Status bar: displays notifications and icons. Swipe down from the status bar to open the notification panel.
2	Display area: displays application icons, folders, and widgets.
3	Screen position indicator: indicates which home screen is displayed.
4	Dock: displays frequently used applications.
5	Navigation bar: displays virtual keys (only applicable to phones with virtual navigation keys).

Switching between home screens

Swipe left or right to view the extended home screen. Touch ◯ **Home** to return to the default home screen.

Swipe left or right to view all home screens.



Automatic screen rotation

If you rotate your phone when browsing a web page or viewing a photo, the screen orientation changes automatically between landscape and portrait mode. This feature allows you to enjoy tilt-controlled applications, such as racing games.

1 Swipe down from the status bar to open the notification panel.

2 Under **Shortcuts**, touch **Auto-rotate** to enable or disable screen rotation.

Organizing applications and widgets on the home screen

The following operations allow you to organize your applications, widgets, or folders:

- **Adding a widget**: On the home screen, pinch two fingers together to enter home screen editing mode. Touch **Widgets** and select a widget. The widget will be added to a blank area on the home screen.

You must have enough space on the home screen to add the widget. If there is not enough space, add another home screen or free up some space on the current screen.

- **Moving an application or widget**: On the home screen, touch and hold an application icon or widget until your phone vibrates. You can then drag the application icon or widget to the desired location.
- **Deleting an application or widget**: On the home screen, touch and hold the application icon or widget you want to delete until is displayed. Drag the unwanted application icon or widget to .
- **Creating a folder**: On the home screen, drag an icon on top of another icon to create a folder containing both applications. To rename the folder, open the folder and then touch and hold the folder name.
- **Hiding application icons**: Place two fingers on the home screen and pinch out. Touch , select the application icons you want to hide, and then touch **OK**. Applications will not appear on the home screen after they have been hidden.

Managing home screens

On the home screen, pinch three fingers together to display the home screen thumbnails.



- **Setting the default home screen**: Touch at the bottom of the screen to set the current home screen as the default home screen.
- **Moving a home screen**: Touch and hold the home screen until your phone vibrates. Drag the home screens to adjust their positions.
- **Adding a home screen**: Touch to add a home screen.
- **Deleting a home screen**: Touch to delete a blank home screen.

Notifications

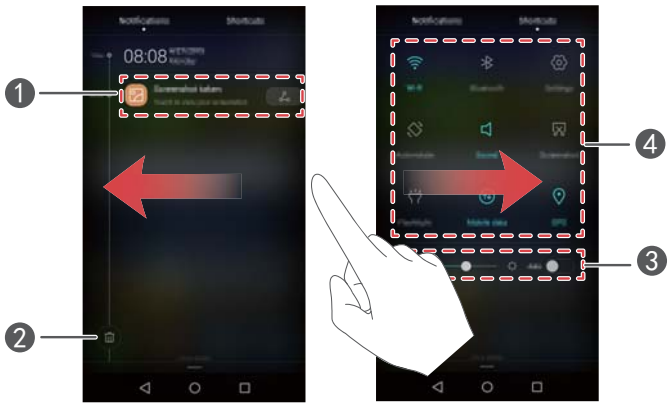
Status indicator

The status indicator on your phone indicates the following status information:

- Blinking red: The battery level is low.
- Steady red (when charging): The battery level is low.
- Steady yellow (when charging): The battery level is medium.
- Steady green (when charging): The battery is almost full or already full.
- Blinking green: There are unread messages or notifications.

Notification panel

Swipe down from the status bar to open the notification panel. Swipe left or right to switch between the notification and shortcut tabs.



1	Touch to view the notification details and swipe left or right across a notification to dismiss it.
2	Clear all notifications.
3	Enable or disable automatic screen brightness.
4	Touch the shortcut switches to enable or disable the corresponding functions.

Lock screen notifications

Use the lock screen notifications feature to place new messages, missed calls, and other notifications on the lock screen.

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

2 Under **General**, touch **Screen lock & passwords**.

3 Touch the **Notification panel** switch to enable lock screen notifications.

Accessing applications

Opening and switching between applications

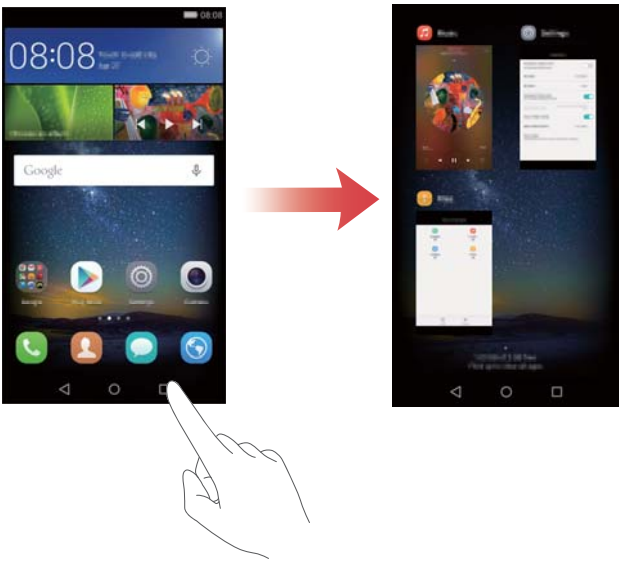
On the home screen, touch an icon to open the corresponding application.

To switch to another application, touch **Home** to return to the home screen, and touch the icon of the application you want to open.

If you have installed many applications on your phone and you can't find the application you want quickly on the home screen, swipe down and search for the application in the search bar.

Viewing recently used applications

Touch **Recent** to display the list of recently used applications. Then you can:



- Touch a thumbnail to open the corresponding application.
- Swipe left or right to view recently used applications.
- Swipe up on a thumbnail to close the corresponding application.
- Swipe down on a thumbnail to display at the top of the thumbnail and lock the corresponding application. Swipe down on the thumbnail again to unlock the application.
- Swipe up from the bottom of the screen until is displayed to close all applications in the list. Locked applications will not be closed.

Personalizing your phone

Changing the home screen style

You can choose from the standard and simple home screen styles as desired.

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

2 Under **All**, touch **Home screen style**.

3 Select **Simple** and then touch .

Touch **Standard home** to switch from the simple home screen to the standard home screen.

Changing the wallpaper

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

2 Under **General**, touch **Wallpapers**.

3 On the **Wallpapers** screen, you can:

- Touch **Lock screen wallpaper** to set the lock screen wallpaper.
- Touch **Home screen wallpaper** to set the home screen wallpaper.
- Touch the **Shake to change** switch to make the home screen wallpaper change when you shake your phone.
- Touch the **Random change** switch to make the home screen wallpaper change automatically at periodic intervals.

Changing the ringtone

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

2 Under **General**, touch **Sound**.

3 Touch **Phone ringtone** or **Default notification tone**, and then choose one of the following tabs:

- **Ringtone**: Choose from the preset ringtones.
- **Music**: Choose from the audio files stored on your phone.

If your phone has dual SIM support, you can set different ringtones for each SIM card.

4 Touch ✓.

Changing the font size

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

2 Under **General**, touch **Font**.

3 Touch **Font size**.

4 Follow the onscreen instructions to select the font size.

Entering text

Touch a text input box to bring up the onscreen keyboard. To hide the keyboard, touch ▽.

Switching between input methods

Your phone comes with multiple text input methods. You can choose one of them to input text.

1 On the text input screen, swipe down from the status bar to open the notification panel.

2 Under **Notifications**, touch **Select input method**.

3 Select an input method.

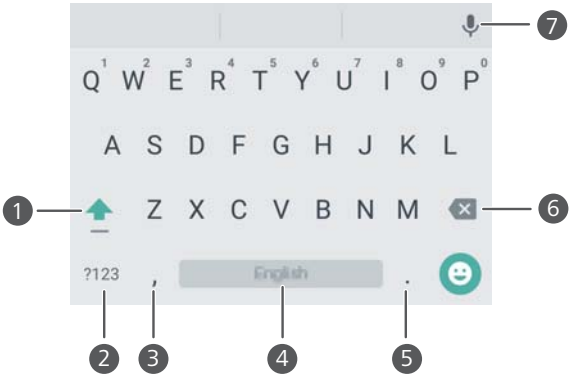
To change your phone's default input method, touch **Settings** on the home screen. Under **All**, touch **Language & input** > **Default keyboard**, and then select an input method.

Huawei Swype input method



1	Slide across letters to enter a word.
2	Switch between lowercase and uppercase letters.
3	Touch and hold to access input method settings.
4	Enter numbers and symbols.
5	Touch and hold to view more language input options.
6	Switch to voice input.
7	• Touch to delete the character to the left of the cursor. • Touch and hold to delete multiple characters to the left of the cursor.

Android input method

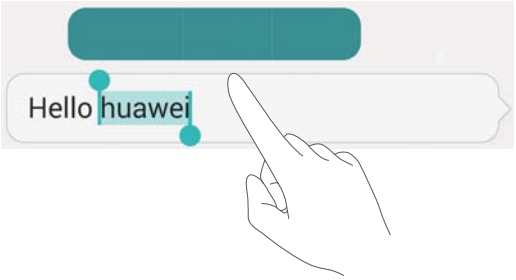


1	• Touch to switch between lowercase and uppercase letters. • Touch and hold or quickly touch twice to enable caps lock.
2	Enter numbers and symbols.
3	• Touch to enter a comma. • Touch and hold to open the input options menu.
4	• Touch to enter a space. • Touch and hold to choose another input method.
5	• Touch to enter a period. • Touch and hold to enter symbols.
6	• Touch to delete the character to the left of the cursor. • Touch and hold to delete multiple characters to the left of the cursor.
7	Switch to voice input.

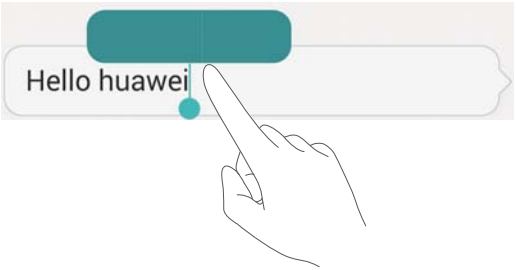
The Android input method may not be available on all phones.

Editing text

You can select, cut, copy, and paste text on your phone.



- **Select text**: Touch and hold the text to bring up . Then drag or to select more or less text, or touch **Select all** to select all text in a text box.
- **Copy text**: Select text and touch **Copy**.
- **Cut text**: Select text and touch **Cut**.
- **Paste text**: Touch and hold where you want to insert the text and then touch **Paste**.



Calls and contacts

Making a call

Smart dialing

Smart dialing lets you quickly find contacts by entering parts of their names or numbers.

1 On the home screen, touch **Dialer**.

2 Under **Dialer**, enter the initials or first few letters of a contact's name, or part of the contact's phone number. Any matches in your contacts list or call log are then displayed above the dialer.

3 From the list, select the contact you want to call. If your phone has dual SIM support, touch or to make a call.

4 To end the call, touch .

Making a call from Contacts

1 On the home screen, touch **Dialer**.

2 Under **Contacts**, touch the contact you want to call.

3 Touch the contact number. If your phone has dual SIM support, touch or to make a call.

Making a call from the call log

1 On the home screen, touch **Dialer**.

2 Under **Dialer**, from the call log, select the contact or number you want to call. If your phone has dual SIM support, touch or to make a call.

Making an emergency call

In the event of an emergency, you can make emergency calls from your phone, even without a SIM card. However, you must be in an area with cellular coverage.

1 On the home screen, touch **Dialer**.

2 Under **Dialer**, enter your local emergency number, and then touch .

The ability to make emergency calls depends on local regulations and carriers in your region. Poor network usability or environmental interference may prevent your call from being connected. Never rely solely on your phone for essential communication during emergencies.

Speed-dialing

1 On the home screen, touch **Dialer**.

2 Under **Dialer**, touch > **Speed dial settings**.

3 Touch . Choose a contact from the list and assign a number key to the contact.

The number key **1** is the default key for voicemail. It can't be set as a speed-dial number.

4 On the dialer, touch and hold the number key assigned to a contact to quickly call the contact.

If your phone has dual SIM support, on the dialer, touch and hold a number key assigned to a contact, and then touch or to quickly call the contact.

Making an international call

1 On the home screen, touch **Dialer**.

2 On the dialer, touch and hold **0** to enter **+**.

3 Enter the country or region code, area code, and phone number in sequence.

4 Touch . If your phone has dual SIM support, touch or .

When roaming, you can select the phone number of a stored contact to call the contact directly.

Answering or rejecting a call

When a call comes in, you can press the volume button to mute the ringtone.



- Drag ◯ right to answer the call.
- Drag ◯ left to reject the call.
- Drag ◯ up to reject the call and send the caller a message.

On the dialer screen, touch ☰ > **Call settings** > **Reject calls with SMS** to edit the message that will be sent.

In-call menu



1	Place the current call on hold. To resume the call, touch ⏸ again. (Make sure your carrier supports this feature.)
2	Mute the call so that the other party can't hear you.
3	Start a three-way call. (Make sure your carrier supports this feature.)
4	Activate the speaker for a hands-free call.
5	End the current call.
6	Open the dialer.
7	Display your contacts.
8	View your notes.

During a call, touch the ◯ **Home** or ◁ **Return** to hide the in-call menu. To return to the menu, swipe down from the status bar to open the notification panel, and then touch **Ongoing call**.

Answering a third-party call

Before you answer a third-party call, make sure that you have enabled call waiting. For details, contact your carrier.

1 If a call comes in when you are already in another call, drag ◯ right to answer the new call and place the first call on hold.

2 Touch ⇋ to switch between the two calls.

Making a conference call

It's easy to set up a conference call using the multi-party call feature on your phone. Call one number (or receive a call), and then call another number to add it to the conference call.

Conference calling may not be supported by all mobile plans. Please make sure you have subscribed to this service. For details, contact your carrier.

1 Call the first participant.

2 When the call is connected, touch + to call the second participant. The first participant will be placed on hold.

3 When the second call is connected, touch to start a conference call.

4 To add more people to the call, repeat steps 2 and 3.

5 Touch to end the call.

Using the call log

Records of all outgoing, incoming, and missed calls are stored in your call log.

Adding a contact from the call log

1 On the home screen, touch **Dialer**.

2 Under **Dialer**, touch ⓘ next to the number you want to add.

3 Touch + or .

You can also touch and hold the number you want to add, and then touch **Create new contact** or **Save to existing contact**.

Deleting call records

1 On the home screen, touch **Dialer**.

2 Under **Dialer**, you can:

- Touch and hold a contact name or phone number, and then touch **Delete entry** to delete the call record.
- Touch ☰ > **Delete call log** to delete multiple records simultaneously.

Turning on pocket mode

If you're ever worried about missing important calls when your phone is in your pocket or bag, try turning on pocket mode. Once enabled, pocket mode will gradually increase the ringtone volume and vibration intensity for incoming calls.

1 On the home screen, touch **Dialer**.

2 Under **Dialer**, touch > **Call settings**.

3 Turn on **Pocket mode**.

Call settings

Enabling call forwarding

If you aren't able to take calls on your phone, you can forward them to another number.

1 On the home screen, touch **Dialer**.

2 Under **Dialer**, touch > **Call settings**.

3 Touch **Call forwarding**. If your phone has dual SIM support, touch **Call forwarding** under **Card 1 settings** or **Card 2 settings**.

4 Select a forwarding mode.

5 Enter the phone number to which you want to forward calls, and then touch **Enable**.

Enabling call waiting

The call waiting function allows you to answer an incoming call during an active call, and freely switch between the two.

1 On the home screen, touch **Dialer**.

2 Under **Dialer**, touch > **Call settings**.

3 Touch **Additional settings**. If your phone has dual SIM support, touch **Card 1 settings** or **Card 2 settings** and then **Additional settings**.

4 Touch the **Call waiting** switch to enable this function.

Managing contacts

Creating a contact

1 On the home screen, touch **Contacts**.

2 Touch +.

3 Select a location to save the contact from the options menu.

4 Enter the contact name, phone number, and other details.

5 Touch ✓.

Editing a contact

1 On the home screen, touch **Contacts**.

2 Touch and hold the contact you want to edit, and then touch **Edit**.

3 Edit the contact information.

4 Touch ✓.

Deleting contacts

1 On the home screen, touch **Contacts**.

2 Touch ☰ > **Delete**.

3 Select the contacts you want to delete or touch **Select all** to select all contacts.

4 Touch 🗑.

5 Touch **Delete**.

Importing or exporting contacts

Your phone supports **.vcf** contact files. **.vcf** is a standard file format for storing contact information, including names, addresses, and phone numbers.

Importing contacts from a storage device

1 On the home screen, touch **Contacts**.

2 Touch > **Import/Export** > **Import from storage**.

3 Select one or more **.vcf** files, and then touch **OK**.

Importing contacts from a SIM card

1 On the home screen, touch **Contacts**.

2 Touch > **Import/Export** > **Import from SIM card**. If your phone has dual SIM support, you can choose whether to import from SIM 1 or SIM 2.

3 Select the contacts you want to import or touch **Select all** to select all contacts, and then touch .

4 Choose the location to where you want to import contacts. Your phone will automatically import the contacts.

Importing contacts from a Bluetooth device

1 On the home screen, touch **Contacts**.

2 Touch > **Import/Export** > **Import from another phone**.

3 Select **Supports Bluetooth** and then touch **Next**.

4 Turn on Bluetooth on the device from which you want to import contacts and set the device to be visible to other Bluetooth devices.

5 Touch **Next**. Your phone then turns on Bluetooth and scans for Bluetooth devices.

6 Touch the Bluetooth device from which you want to import contacts.

Once the two devices are connected, your phone will automatically import contacts from the other Bluetooth device.

Importing contacts using Wi-Fi Direct

1 On the home screen, touch **Contacts**.

2 Touch > **Import/Export** > **Import from another phone**.

3 Select **Import via Wi-Fi Direct** and then touch **Next**. Your phone then prompts you to turn on Wi-Fi and scans for Wi-Fi Direct devices.

4 Touch the Wi-Fi Direct device from which you want to import contacts.

Once the two devices are connected, your phone will automatically import contacts from the other device.

Exporting contacts to a storage device

1 On the home screen, touch **Contacts**.

2 Touch > **Import/Export** > **Export to storage**.

3 Touch **Export**.

4 Choose where you want to export the contacts from and touch **OK**.

The exported **.vcf** file is saved to the root directory of your phone's internal storage by default. You can open **Files** to view the exported file.

Exporting contacts to a SIM card

1 On the home screen, touch **Contacts**.

2 Touch > **Import/Export** > **Export to SIM card**. If your phone has dual SIM support, you can choose whether to export to SIM 1 or SIM 2.

3 Select the contacts you want to export or touch **Select all** to select all contacts, and then touch .

4 Touch **OK**.

Sharing contacts

1 On the home screen, touch **Contacts**.

2 Touch > **Import/Export** > **Share contacts**.

3 Select the contacts you want to share or touch **Select all** to select all contacts.

4 Touch . Select a sharing method and then follow the onscreen instructions to share the contacts.

Adding a contact to your favorites

1 On the home screen, touch **Contacts**.

2 Touch and hold the contact you want to add to your favorites, and then touch **Add to favorites**.

When viewing contact details, you can also touch ☆ to add the contact to your favorites.

Contact groups

You can add contacts on your phone to a contact group. This makes it easier to send messages or emails to all group members at once.

Creating a contact group

1 On the home screen, touch **Contacts**.

2 Touch **Groups** then +.

3 Name the group and touch **OK**.

4 Touch +.

5 Select the contacts you want to add to the group or touch **Select all** to select all contacts, and then touch ✓.

Editing a contact group

1 On the home screen, touch **Contacts**.

2 Touch **Groups** and select the group you want to edit.

3 Touch + and add new members to the group.

4 Touch ☰. You can then:

- Touch **Remove members** to remove members from the group.
- Touch **Delete group** to delete the group.
- Touch **Rename** to edit the group name.

Sending messages or emails to a contact group

1 On the home screen, touch **Contacts**.

2 Touch **Groups** and select the contact group you want to message or email.

3 Touch to send a message or touch to send an email.

Deleting a contact group

1 On the home screen, touch **Contacts**.

2 Touch **Groups**.

3 Touch and hold the contact group you want to delete, and then touch **Delete**.

4 Touch **Delete**.

Deleting a contact group will not remove the contacts in the group from your phone.

Messaging and email

Sending a text message

1 On the home screen, touch **Messaging**.

2 In the list of message threads, touch +.

3 Select the recipient box and enter the contact name or phone number. You can also touch to open your contact list and choose a contact or contact group.

4 Select the text field to begin composing your message.

Touch + to select an attachment type and then select the attachment you want to add. If you attach images, videos, or other multimedia files, the message will be automatically converted into a multimedia message.

5 Touch .

Replying to a message

1 On the home screen, touch **Messaging**.

2 In the list of message threads, touch a contact name or phone number to view the conversation thread.

3 Select the text field to begin composing your message.

4 Touch .

Managing messages

Forwarding a message

1 On the home screen, touch **Messaging**.

2 In the list of message threads, touch a contact name or phone number to view the conversation thread.

3 Touch and hold the message you want to forward, and then touch →.

4 Touch the recipient text box and enter the contact name or phone number.

5 Touch ▷.

Adding a message to your favorites

You can add important messages to your favorites. Your favorites messages will not be deleted when you delete conversations.

1 On the home screen, touch **Messaging**.

2 In the list of message threads, touch a contact name or phone number to view the conversation thread.

3 Touch and hold the message you want to add to your favorites, and touch ☰ > **Copy to Favorites**.

In the list of message threads, touch ☰ > **Favorites** to view your favorite messages.

Deleting a message

1 On the home screen, touch **Messaging**.

2 In the list of message threads, touch a contact name or phone number to view your conversations.

3 Touch and hold the message you want to delete, and touch 🗑.

4 Touch **Delete**.

Deleting a thread

1 On the home screen, touch **Messaging**.

2 From the message list, touch ☰ > **Delete**.

3 Select the thread you want to delete, and touch 🗑.

4 Touch **Delete**.

Setting up an email account

Adding an email account

When adding an account, contact your email service provider if you are unsure about the settings required.

1 On the home screen, touch **Email**.

2 Touch **Others**.

3 Enter your email address and password, and then touch **Next**.

4 Follow the onscreen instructions to configure your account. The system will then automatically connect to the server.

Once your account is set up, **Inbox** will be displayed.

After adding an email account, in **Inbox**, touch > **Settings** > **Add account** to continue adding other accounts.

Adding an Exchange account

Exchange is an email system developed by Microsoft for enterprises. Some email service providers also provide Exchange accounts for individuals and families.

When adding an account, contact your email service provider if you are unsure about the settings required.

1 On the home screen, touch **Email**.

2 Touch **Exchange**.

3 Enter your email address, domain name, user name, and password, and then touch **Next**.

4 Follow the onscreen instructions to configure your account. The system will then automatically connect to the server.

Once your Exchange account is set up, **Inbox** will be displayed.

Sending an email

1 On the home screen, touch **Email**.

2 Touch +.

3 Touch **From:** to choose an email account.

4 Enter one or more recipients.

To Cc or Bcc the email to multiple recipients, touch **Cc/Bcc:**.

5 Compose your email and touch to add any attachments.

6 Touch .

Checking your email

1 On the home screen, touch **Email**.

2 In **Inbox**, touch in the upper left corner to select an email account.

3 Touch the email you want to read. Then you can:

- Touch to delete it.
- Touch to reply to it.
- Touch to reply to all.
- Touch to forward it.
- Swipe left or right on the screen to read the previous or next email.

In **Inbox**, swipe down to refresh your email list.

Account settings

Switching between email accounts

If you have added multiple email accounts on your phone, make sure you are on the right account before viewing or sending emails.

1 On the home screen, touch **Email**.

2 In **Inbox**, touch in the upper left corner to open the account list.

3 Select the email account you want to use.

Removing an email account

1 On the home screen, touch **Email**.

2 In **Inbox**, touch > **Settings**.

3 Select the account you want to remove.

4 Touch **Remove account** then **OK**.

After you remove an email account, your phone will no longer be able to send or receive emails using that account.

Personalizing your email account

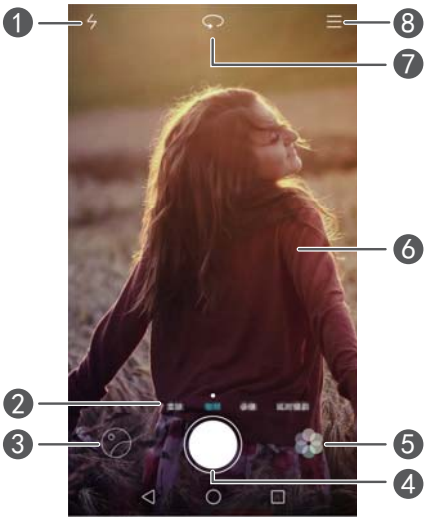
Personalize your inbox: display contact pictures, choose what to display after deleting an email, change your signature, set how often your inbox updates, and change email notification tones.

1 On the home screen, touch **Email**.

2 In **Inbox**, touch > **Settings** and then choose the desired settings.

Camera and gallery

Capture screen



1	Switch between flash modes.
2	Swipe left or right to switch between common capture modes.
3	View captured photos or videos.
4	• Touch to take a photo. • Touch and hold to take burst shots. Release your finger to stop.
5	Apply filter effects.
6	• Touch an object on the screen to focus the camera on it. • Spread two fingers apart to zoom in or pinch them together to zoom out.
7	Switch between the rear and front cameras.
8	View more options.

Taking a photo

1 On the home screen, touch **Camera**.

2 Frame the scene you want to capture. Let your camera focus automatically or touch the screen to focus on an object.

If the focus box turns red, the camera was unable to focus.

3 Touch .

If the **GPS tag** switch was enabled when the photo was taken, the photo can be viewed in **Gallery** under **Map**.

Launching the camera from the gallery

1 On the home screen, touch **Gallery**.

2 Under **Photos**, swipe down on the albums to display the viewfinder in half screen mode, and then swipe down again to launch the camera.

Not all camera features are available in half screen mode.

3 Touch to take a photo.

4 Touch **Return** to return to gallery.

Capture modes

Your phone may not feature all of these capture modes.

- **Beauty**: Drag the slider to adjust the beauty level and apply facial enhancements.
- **Panorama**: Use this mode to take wider shots.
- **HDR**: Enhance a photo taken under insufficient or excessive lighting conditions.
- **All-focus**: You can re-adjust the focal point of photos taken in this mode at a later time.
- **Best photo**: Your phone takes several photos in rapid succession and automatically picks the best one for you.
- **Watermark**: Add various watermarks to your photos.

- **Audio note**: You can record a brief audio clip after you take a photo.
- **Audio control**: Touch and enable this mode under **Settings**. You can issue voice commands to have your camera take photos for you.
- **Timer**: Touch and enable this mode under **Settings** to set a countdown timer for taking a photo.
- **Touch to capture**: Touch and enable this mode under **Settings**. Touch the screen to take a photo.
- **Capture smiles**: Touch and enable this mode under **Settings**. The camera will automatically take a photo when it detects a smile.
- **Object tracking**: Touch and enable this mode under **Settings**. Touch an object on the screen. Your camera will track and stay focused on this object.
- **Ultra snapshot**: Touch and enable this mode under **Settings**. When the screen is off or locked, frame the object you want to capture and press the volume down key twice to take a photo.

Taking a panoramic photo

1 On the home screen, touch **Camera**.

2 Touch > **Panorama** to switch to panorama shooting mode.

3 Touch to start shooting.

4 Follow the onscreen instructions and move your phone slowly to capture multiple photos.

5 Touch to stop shooting. The camera automatically stitches the photos together to create one panoramic photograph.

Using best photo mode

1 On the home screen, touch **Camera**.

2 Touch > **Best photo** to switch to best photo mode.

3 Touch to shoot. Your phone takes several photos in a row and automatically selects the best photo.

4 Touch .

You can also scroll through the photos taken and select a different one. The phone will automatically save the selected photo and delete the remaining ones.

Adding watermarks to photos

1 On the home screen, touch **Camera**.

2 Touch > **Watermark** to switch to watermark mode.

3 Swipe left or right and select the desired watermark.

4 Drag the watermark to adjust its position.

5 Touch .

Taking a photo using audio control

1 On the home screen, touch **Camera**.

2 Touch > > **Audio control**.

3 Touch **Audio control** to switch to the audio control mode. Then you can:

- Get your phone to take a photo when you issue a voice command.
- Get your phone to take a photo when the surrounding noise reaches a certain decibel level.

4 Frame the scene you want to capture. Your phone will take a photo automatically when you issue a voice command or the surrounding noise reaches a certain decibel level.

Object tracking mode

1 On the home screen, touch **Camera**.

2 Touch > .

3 Touch **Object tracking** to enable object tracking mode.

4 Touch an object on the screen. Your camera will track and stay focused on this object as you're shooting.

Object tracking mode and smile capture can't be used at the same time.

All focus mode

1 On the home screen, touch **Camera**.

2 Touch > **All-focus** to switch to all focus mode.

3 Touch to take a photo.

4 Go to gallery and select the photo that was taken using all focus mode.

indicates photos that were taken in all focus mode.

5 Touch to enter the all focus editing mode.

6 Touch another area of the photo that you want to focus on.

7 Touch .

Shooting a video

1 On the home screen, touch **Camera**.

2 Swipe left or right to select **Video**.

3 Touch to start recording.

4 While recording, touch an object or a position on the screen to focus on it. Touch to pause recording, and touch to resume.

5 Touch to stop recording.

While recording, you can touch to take a still photo.

Video shooting modes

Your phone may not feature all of these shooting modes.

On the video recording screen, touch > to select a video shooting mode.

- **Beauty mode**: Automatic facial enhancement during recording.
- **Object tracking**: Touch an object on the screen. Your camera will track and stay focused on this object as you're shooting the video.

Camera settings

On the capture screen, touch ☰ > ⚙ to configure the following settings:

- **Resolution**: Set the camera resolution. To change the video resolution, touch ☰ > ⚙ > **Resolution** on the video capture screen.
- **GPS tag**: Display the location where the photo or video was taken.
- **Preferred save location**: Set the default save location for your photos and videos.
- **Perfect selfie**: Enable this function in **Beauty** mode for automatic facial recognition and customized portrait enhancement.
- **ISO**: Set a photo's ISO. Increasing the ISO can reduce blurring caused by dark conditions or movement.
- **White balance**: Adjust a photo's white balance. Adjust the white balance according to the brightness of the surroundings.
- **Image adjustment**: Adjust exposure compensation, saturation, contrast, and brightness.

Gallery

Viewing photos

1 On the home screen, touch **Gallery**.

2 You can then:

- Select the **Photos** tab and view photos in a timeline.
- Select the **Photos** tab, select **Map** and view photos grouped according to location.
- Select the **Albums** tab and view photos grouped by album.

Playing a slideshow

1 On the home screen, touch **Gallery**.

2 Under **Photos**, touch ☰ > **Slideshow**.

3 Touch the screen to stop the slideshow.

Editing a photo

You can adjust a photo's brightness, saturation, size, and more. You can also use the facial enhancement feature to enhance portrait photos in a variety of different ways.

1 On the home screen, touch **Gallery**.

2 Select the photo you want to edit and then touch .

3 You can then:

- Touch to rotate the photo.
- Touch to crop the photo.
- Touch to select a filter.
- Touch to adjust the saturation, color, and more.
- Touch to add whitening, smoothing, or other beautifying effects to faces.
- Touch to add a mosaic effect to the photo.
- Touch to add a watermark to the photo.
- Touch to add a label to the photo.

Hiding photos

1 On the home screen, touch **Gallery**.

2 Under **Albums**, touch > **Hide albums**.

3 Touch the switch next to the album to hide the photos.

Not all local albums on the phone's internal storage can be hidden.

Deleting a photo

1 On the home screen, touch **Gallery**.

2 Select the photo you want to delete and then touch > **Delete**.

Sharing photos and videos

You can share your photos or videos in various ways.

1 On the home screen, touch **Gallery**.

2 Select the photo or video that you want to share.

3 Touch , choose a sharing method, and follow the onscreen instructions to share your photo or video.

Setting a photo as the wallpaper

1 On the home screen, touch **Gallery**.

2 Select the photo you want to set as the wallpaper.

3 Touch > **Set as** and follow the onscreen instructions to set the photo as the wallpaper.

Taking a screenshot

Press the power and volume down buttons at the same time to take a screenshot. Open the notification panel and touch to share the screenshot. By default, screenshots are saved to the **Screenshots** folder in **Gallery**.

You can also swipe down from the status bar to open the notification panel and touch under **Shortcuts**.

Scanning a QR code

Scanning a QR code using gallery

1 On the home screen, touch **Gallery**.

2 Choose a QR code photo.

3 Touch the photo. Gallery will automatically scan the QR code.

4 Touch the QR code link to view more information about the code.

Scanning a QR code using camera

1 On the home screen, touch **Camera**.

2 Frame the QR code using the camera. The camera will automatically scan the QR code.

3 Touch the QR code link to view more information about the code.

Music and videos

Adding songs

Before you can listen to music, add songs onto your phone by:

- Copying songs from your computer using the USB cable.
- Downloading songs from the Internet.
- Copying songs via Bluetooth. For details, see Receiving a file using Bluetooth.
- Copying songs from other devices using Wi-Fi Direct. For details, see Receiving a file using Wi-Fi Direct.

Listening to music

1 On the home screen, touch **Music**.

2 Select a category.

3 Touch the song you want to play.

Touch the playing song to enter the main playback interface.



1	• Swipe left or right to switch between the album cover, playlist, and lyrics. • Touch here to adjust the volume, open the options menu, and more.
2	Use the buttons here to control the playback.
3	Drag the slider to control the playback.

When a song is playing, touch ◯ **Home** to exit the playback screen without stopping the song. To return to the music playback screen, open the notification panel and touch the playing song.

Creating a playlist

1 On the home screen, touch **Music**.

2 Touch **Playlists** > **Create new playlist**.

3 Name the playlist and touch **Save**.

4 In the displayed dialog box, touch **Add**.

5 Select the songs you want to add and touch ✓.

Playing a playlist

1 On the home screen, touch **Music**.

2 Touch **Playlists**.

3 Select the playlist you want to play and then touch one of the songs in the playlist or shuffle all songs.

Deleting a playlist

1 On the home screen, touch **Music**.

2 Touch **Playlists**.

3 Touch ••• next to the playlist you want to delete and then touch **Delete**.

Setting a song as the ringtone

1 On the home screen, touch **Music**.

2 Select a category.

3 On the song list screen, touch ••• next to the song and then touch **Set as ringtone**.

Playing a video

1 On the home screen, touch **Videos**.

2 Touch the video you want to play.

3 To stop the video playback, touch ⏸.



1	Lock the screen. After the screen is locked, all video operations will be disabled until you unlock it.
2	• Swipe left or right to rewind or fast-forward the video. • Swipe up or down on the left side of the screen to adjust the screen brightness. • Swipe up or down on the right side of the screen to adjust the volume.
3	Stream the video to your TV.

Network and sharing

Enabling mobile data

1 On the home screen, touch **Settings** and then go to the **All** tab.

2 Under **Wireless & networks**, touch **More**.

3 Touch **Mobile network**.

4 Touch the **Data enabled** switch to enable your phone's mobile data service.

When you don't need Internet access, disable mobile data to save battery power and reduce mobile data usage.

Wi-Fi network

Connecting to a Wi-Fi network

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

2 Touch **Wi-Fi**.

3 Turn on **Wi-Fi**. Your phone then scans for available Wi-Fi networks and lists them on the screen.

4 Select the Wi-Fi network to which you want to connect.

- If the network is open, you will connect to it directly.
- If the network is encrypted, enter the password when prompted, and then touch **Connect**.

Connecting to a Wi-Fi network using WPS

Wi-Fi protected setup (WPS) helps make it easier to connect your phone to a Wi-Fi network. Simply press the WPS button or enter the PIN to connect your phone to a Wi-Fi router that supports WPS.

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

2 Touch **Wi-Fi**.

3 Turn on **Wi-Fi**.

4 Touch ☰ > **Advanced settings**. Then you can:

- Touch **WPS connection** and press the WPS button on the Wi-Fi router.
- Touch **WPS PIN connection** and enter the PIN generated on your phone into the router.

Sharing your phone's mobile data

Wi-Fi hotspot

Your phone can function as a Wi-Fi hotspot for other devices, sharing its mobile data connection.

1 On the home screen, touch **Settings** and then go to the **All** tab.

2 Under **Wireless & networks**, touch **More**.

3 Touch **Tethering & portable hotspot** > **Portable Wi-Fi hotspot**.

4 Turn on the Wi-Fi hotspot.

5 Touch **Configure Wi-Fi hotspot**.

6 Set the Wi-Fi hotspot's name, encryption mode, and password. Then touch **Save**.

It is recommended that you set the encryption mode to WPA2 PSK for better security.

USB tethering

You can share your phone's data connection with a computer using a USB cable.

Depending on your computer's operating system, you may need to install phone drivers on the computer or establish a network connection in order to use USB tethering.

1 Use a USB cable to connect your phone to the computer.

2 On the home screen, touch **Settings** and then go to the **All** tab.

3 Under **Wireless & networks**, touch **More**.

4 Touch **Tethering & portable hotspot**.

5 Touch the **USB tethering** switch to share your mobile data connection.

You can't use your phone's USB tethering function when the phone is in USB mass storage mode.

Bluetooth tethering

You can share your phone's mobile data connection with other devices using Bluetooth.

1 On the home screen, touch **Settings** and then go to the **All** tab.

2 Under **Wireless & networks**, touch **More**.

3 Touch **Tethering & portable hotspot**.

4 Touch the **Bluetooth tethering** switch to share your mobile data connection.

Transferring data using Bluetooth

Turning on Bluetooth and pairing your phone with another Bluetooth device

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

2 Under **All**, touch **Bluetooth**.

3 Touch the **Turn on Bluetooth** switch to turn on Bluetooth. Your phone will automatically search for and display available Bluetooth devices.

4 Touch a device and follow the onscreen instructions to pair it with your phone.

To unpair the two devices, touch ⓘ next to the paired device, and then touch **Unpair**.

Renaming your phone

By default, your phone model is used as your phone name when Bluetooth is turned on. You can change the name to make it easier to recognize.

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

2 Under **All**, touch **Bluetooth**.

3 Touch **Device name**.

4 Rename the phone and touch **OK**.

Sending a file using Bluetooth

To exchange data with another Bluetooth device, turn on Bluetooth on both devices and make sure they are both discoverable.

Touch and hold the file you want to send, and then touch **Share** > **Bluetooth**. Your phone will automatically search for and display available devices. Select the receiving device.

Receiving a file using Bluetooth

When your phone receives a file transfer request, a **File transfer** dialog box will be displayed. Touch **Accept** to start receiving the file. Open the notification panel and touch **Notifications** to check the file transfer progress.

By default, received files are saved to the **bluetooth** folder in **Files**.

Transferring data using Wi-Fi Direct

Wi-Fi Direct allows two devices to connect to each other for data transmission without an access point.

Connecting two devices using Wi-Fi Direct

Before connecting, ensure that you have enabled Wi-Fi Direct on both devices.

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

2 Under **All**, touch **Wi-Fi**.

3 Touch **Wi-Fi direct** to enable Wi-Fi Direct. Your phone will search for available devices.

4 Select the device to which you want to connect.

Sending a file using Wi-Fi Direct

Touch and hold the file you want to send, and then touch **Share** > **Wi-Fi Direct**. Your phone will automatically search for and display available devices. Select the receiving device.

Receiving a file using Wi-Fi Direct

When a file transfer request is made using Wi-Fi Direct, the **File transfer** dialog box will be displayed. Touch **Accept** to receive the file. Open the notification panel and touch **Notifications** to check the file transfer progress.

By default, received files are saved to the **Wi-Fi Direct** folder in **Files**.

Transferring data between your phone and computer

Connecting in picture transfer mode

The Picture Transfer Protocol (PTP) is an image transfer protocol that can be used to transfer images between your phone and computer, making sharing easier.

1 Use a USB cable to connect your phone to the computer.

2 Swipe down from the status bar to open the notification panel. Set **USB connected** to **Photos**. Any drivers required will be installed automatically on the computer.

Once the drivers are installed, double-click the new drive icon that appears on your computer to view the images stored on your phone.

Connecting in media transfer mode

The Media Transfer Protocol (MTP) is a communication protocol that can be used to transfer files between your phone and computer. Before using MTP, make sure you have Windows Media Player 11 or later installed on your computer.

1 Use a USB cable to connect your phone to the computer.

2 Swipe down from the status bar to open the notification panel. Set **USB connected** to **Files**. Any drivers required will be installed automatically on the computer.

Once the drivers are installed, double-click the new drive icon that appears on your computer to view the files stored on your phone. You can browse multimedia content on your phone easily using Windows Media Player.

Connecting in USB flash drive mode

If you have a microSD card in your phone, you can use your phone as a USB flash drive and transfer files between the microSD card and a computer.

1 Use a USB cable to connect your phone to the computer.

2 Swipe down from the status bar to open the notification panel. Set **USB connected** to **USB drive**. Any drivers required will be installed automatically on the computer.

Once the drivers are installed, the computer will recognize the phone as a USB flash drive. Double-click the new drive icon that appears on your computer to view the files on your phone's microSD card.

Multi-screen display

You can push photos, videos, or games from your phone to a large screen, such as a TV, to view them more conveniently and share with your family and friends.

If your TV supports HDMI, you can buy an Android TV Box or other similar wireless device to use this feature.

Open your notification panel. Under **Shortcuts**, touch , select the receiving device, and start the multi-screen display.

For details about connecting your phone to an Android TV Box, see the Android TV Box manual.

Huawei Beam

Huawei Beam lets you quickly share data between two Near Field Communication (NFC) enabled phones. To use Huawei Beam, simply place the two phones close together. You can then share all sorts of data, such as photos, videos, web pages, and contacts.

This feature is available only on phones that support NFC.

Enabling Huawei Beam

1 On the home screen, touch **Settings** and then go to the **All** tab.

2 Under **Wireless & networks**, touch **More**.

3 Touch **NFC**.

4 Enable **NFC**.

5 Enable **Huawei Beam**.

Sharing photos, web pages, or contacts through Huawei Beam

Make sure that both phones are unlocked and that NFC and Huawei Beam are enabled.

1 Select the photo, web page, or contact you want to share.

2 Place the NFC sensor areas of the two phones close together. After a connection is established, a sound will be played and the content you are sharing will shrink on the screen.

3 Follow the onscreen instructions and touch anywhere on the screen to start the transfer.

Apps

Managing applications

Downloading applications

Applications can be downloaded through a variety of channels, including:

- An app market on your phone.
- Web pages using the phone browser.
- Web pages using your computer.
- Third-party app download software on your computer.

Installing an application

1 On the home screen, touch **Files**.

2 Under **Categories**, touch **Applications** > **Apps**.

3 In the **Apps** list, touch the application you want to install and follow the onscreen instructions.

During the installation, the **Install blocked** message may be displayed. Read the message carefully. If you want to continue with the installation, follow the onscreen instructions to allow the installation of applications from unknown sources.

Sharing an application

1 On the home screen, touch and hold the application you want to share until you see at the top of the screen.

2 Drag the application to .

3 Select a sharing method and follow the onscreen instructions to share the application.

Some pre-installed applications can't be shared.

Uninstalling an application

1 On the home screen, touch and hold the icon of the application you want to uninstall until you see at the top of the screen.

2 Drag the icon to and follow the onscreen instructions to uninstall the application.

Some pre-installed applications can't be uninstalled.

Backup

Backing up data to local storage

1 On the home screen, touch **Tools** > **Backup**.

2 Touch **New backup**.

On some phone models, backup files can be encrypted and password-protected. You will need to enter a password to access encrypted backup files.

3 Select the data you want to back up, and then follow the onscreen instructions to perform the backup.

By default, backup data is saved to the **HuaweiBackup** folder in **Files**.

On some phone models, the backup procedure may vary depending on the backup application version.

Restoring data from local storage

1 On the home screen, touch **Tools** > **Backup**.

2 Select the data you want to restore.

You can refer to the backup time included in the file name to find the data you want to restore.

3 If the backup file is encrypted, follow the onscreen instructions to enter your password, and then touch **OK**.

4 Select the data you want to restore, and then touch **Restore**.

Phone Manager

Phone Manager is Huawei's unique system management application that lets you better protect and manage your phone. With Phone Manager, you can:

- Scan for problems and clean system trash to optimize your system.
- Enable power saving mode to maximize your phone's standby time.
- Block unwanted calls, messages, and notifications.

The availability of Phone Manager features and services may depend on your country/region or carrier.

Optimizing the system

Scan for problems and optimize the system to keep your phone running smoothly.

On the home screen, touch **Phone Manager**. Then you can:

- Touch **Scan** or **Touch to scan**. You can view your phone's running status, clean system trash, optimize the system, and eliminate security threats.
- Touch **Phone accelerator** to display running applications and close those that are not needed.
- Touch **Storage cleaner** to scan the cache, clean system trash, and remove infrequently-used applications and installation packages.

Power saving

1. On the home screen, touch **Phone Manager**.
2. Touch **Power saving** to check your phone's power consumption and extend your phone's standby time. You can switch to different power saving modes as required.

Harassment filter

On the home screen, touch **Phone Manager**. Then you can:

- Touch **Harassment filter** to set a blacklist to block unwanted messages and calls.
- Touch **Notification center** to block unwanted push notifications from the specified applications.

- Enable **Do not disturb**. Your phone will ring only when you receive calls from allowed contacts. Tones and vibrations for other calls, messages, and notifications will be disabled.

Managing data usage

1 On the home screen, touch **Phone Manager**.

2 Touch **Traffic manager** to configure data plan limits and warnings, and view detailed data usage information.

Calendar

Calendar helps you to manage your daily life and work. For example, you can plan your daily schedule in advance and view information about public holidays. If you have saved your contacts' birthdays, the calendar will automatically create birthday reminders.

Creating an event

1 On the home screen, touch **Calendar**.

2 Touch +.

3 Enter the event details, such as the event name, start and end time, location, and how often it repeats.

4 Touch ✓.

Viewing the calendar

1 On the home screen, touch **Calendar**.

2 On the **Calendar** screen, you can:

- Select **Month**, **Week**, and **Day** to switch between the month, week, and day views.
- In month, week, or day view, swipe left or right to change the month, week, or day that is displayed.

Viewing global holidays

1 On the home screen, touch **Calendar**.

2 Touch > **Subscribe**.

3 Touch **Add** > **Global holidays**.

4 Touch the switch next to the country whose holidays you want to view. Your phone will automatically access the Internet and download the country's holiday information.

Setting alternative calendars

1 On the home screen, touch **Calendar**.

2 Touch > **Subscribe**.

3 Touch **Add** > **Local calendar**.

4 Choose an alternative calendar. Your phone will automatically download data for that calendar.

Synchronizing calendars

1 On the home screen, touch **Calendar**.

2 Touch > **Calendars to display**.

3 Select the account whose calendar you want to display.

4 Touch > **Calendars to sync**.

5 Select the account and synchronize its calendar.

Clock

Alarm

1 On the home screen, touch **Clock**.

2 Under **Alarm**, you can:

- Add an alarm: Touch + and set the alarm time, ringtone, repetitions, and more. Touch ✓ to apply the settings.
- Enable or disable an alarm: Touch the switch next to an alarm to enable or disable it.
- Configure alarm settings: Touch ⚙ to configure the snooze duration, silent mode settings and what volume keys do when an alarm goes off.
- Delete an alarm: Touch and hold the alarm you want to delete, and then touch ⊖.

World clock

1 On the home screen, touch **Clock**.

2 Under **World clock**, you can:

- Add a city: Touch +. Enter a city name or select a city from the city list.
- Set your time zone: Touch ⚙ to set your home time zone and system date and time.
- Remove a city: Touch **Edit cities**. Touch ⊖ next to the city you want to remove, and then touch ✓.

Stopwatch

1 On the home screen, touch **Clock**.

2 Under **Stopwatch**, touch ▷ to start timing.

3 While timing, touch ⏱ to count laps.

4 Touch ⏸ to pause the stopwatch.

When the stopwatch is paused, touch ⏹ to clear all stopwatch records.

Timer

1 On the home screen, touch **Clock**.

2 Under **Timer**, drag the dot clockwise along the wheel to set the countdown time.

Touch 🔔 to set a tone for the timer.

3 When you are done, touch ▷ to start the timer.

4 When the timer ends, your phone will play a tone. Follow the onscreen instructions and swipe across the screen to stop the tone.

While the timer is running, touch ⊡ to reset it.

Weather

Weather allows you to check the current weather and multi-day forecast for your location and many other destinations around the world.

Adding a city

Add cities of interest to check their real-time weather information.

1 On the home screen, touch **Tools** > **Weather**.

2 Touch ☰ > ⊕ and enter the name of a city. Matching cities are listed under the search bar.

3 Select the city you want to add.

Removing cities

1 On the home screen, touch **Tools** > **Weather**.

2 Touch ☰, and then touch and hold the city you want to remove. Select ⊖.

3 Touch ✓.

Updating the weather

1 On the home screen, touch **Tools** > **Weather**.

2 Swipe left or right to find the city whose weather you want to update.

3 Swipe down from the top of the screen to manually update the weather.

You can also configure automatic weather updates. Touch ☰ > ⚙. Enable the **Auto update** switch, and then configure the **Update interval**. Your phone will then update weather data at the scheduled interval.

Notes

Adding a note

1 On the home screen, touch **Notepad**.

2 Touch **New note** and then enter your note's content.

Touch to insert an image.

3 Touch .

Once the note is saved, you can also follow the onscreen instructions to share or delete the note, or add it to your favorites.

Modifying notepad settings

1 On the home screen, touch **Notepad**.

2 Touch > **Settings** to adjust the font size or change the viewing format.

FM Radio

Connect a headset to the phone first because the FM radio uses the headset as its antenna.

Searching for stations

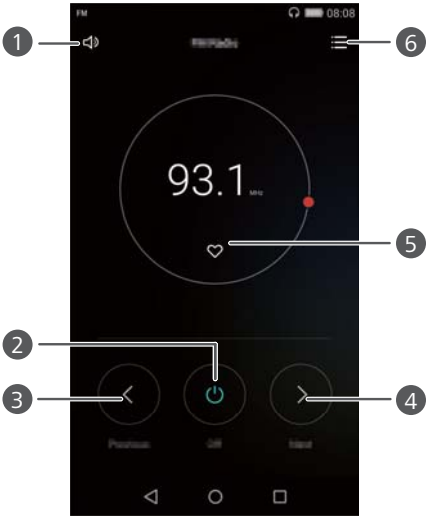
1 On the home screen, touch **Tools** > **FM Radio**.

2 Touch > . The FM Radio will automatically search for and save stations it finds.

Your phone will automatically search for and save stations the first time you open the FM radio.

Listening to FM radio

On the home screen, touch **Tools** > **FM Radio**.



1	Turn the speaker on or off.
2	Turn the FM radio on or off.
3	Return to the previous station.
4	Skip to the next station.
5	Add the current station to your favorites.
6	Enter the settings interface: view and search the station list, view your favorite stations, and set a timer to turn off the FM radio automatically.

Phone settings

Turning on location services

Make sure you have turned on location services before using a map or navigation application.

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

2 Under **All**, touch **Location access**.

3 Touch **Access my location** to enable your phone's location services.

4 Touch **Location mode**. Then you can:

- Touch **High accuracy** to locate your position using GPS, Wi-Fi, and mobile data.
- Touch **Battery saving** to locate your position using Wi-Fi and mobile data.
- Touch **Device only** to locate your position using GPS.

Modifying sound settings

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

2 Under **All**, touch **Sound**.

3 On the **Sound** screen, you can:

- Touch **Volume** and drag the sliders to adjust the volume of music, ringtones, notification tones, alarms, calls, and more.
- Touch **Silent mode** to turn silent mode on or off.
- Touch **Vibrate in silent mode** to enable or disable vibration when your phone is in silent mode.
- Touch **Phone ringtone** to select a ringtone. If your phone has dual SIM support, you can set different ringtones for each SIM card.
- Touch **Vibrate when ringing** to enable or disable vibration when your phone rings. If your phone has dual SIM support, you can apply different vibration settings for each SIM card.

- Touch **Default notification tone** to set a notification tone.
- Under **System**, touch the switches to enable or disable the notification tone or vibration when you touch or lock the screen, dial a number, and more.

The preceding sound options may not be available on all phones.

Modifying display settings

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

2 Under **All**, touch **Display**.

3 On the **Display** screen, you can:

- Touch **Wallpaper** to set the lock screen and home screen wallpapers.
- Touch **Font size** to change the display font size.
- Touch **Daydream** to enable or disable the screen saver. If this function is enabled, the screen saver will run automatically while your phone is being charged.
- Touch **Indicator light** to enable or disable the blinking indicator when you receive notifications.
- Touch **Display carrier name** to display or hide the carrier name in the status bar when the screen is unlocked.
- Touch **Display network speed** to display or hide the current network speed.
- Touch **Brightness** to adjust the screen brightness.
- Touch **Sleep** to set when your screen turns off. When idle for a specified period, the screen locks automatically to save battery power.
- Touch **Auto-rotate screen** to set whether your screen auto-rotates. If this function is turned on, your screen's orientation will change automatically with the way you hold your phone when you perform certain actions, such as browsing a web page, viewing a picture, or writing a message.

The preceding display options may not be available on all phones.

Enabling one-hand UI

One-hand UI makes using a phone with a large screen much easier.

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

2 Under **All**, touch **One-hand UI**.

3 On the **One-hand UI** screen, you can:

- Go to the **One-hand layout** screen and enable **One-hand layout**. Swipe left or right on the virtual navigation bar to reposition the screen to either side.
- Go to the **Shifting keyboard** screen and enable **Shifting keyboard**. When using the shifting keyboard, touch the arrow on either side of the screen to move the dialer, in-call menu, and more to the side within reach.

One-hand UI may not be available on all phones.

Touch-disable mode

You can use this feature to prevent unintended operations on the screen when your phone is in your pocket or bag.

1 On the home screen, touch **Settings** and then go to the **All** tab.

2 Under **Smart assistance**, touch **More**.

3 Enable **Touch-disable mode**. When this feature is enabled, the touchscreen will be disabled when the top of the screen is covered. The touchscreen will function normally as soon as the top of the screen is no longer being covered.

The touch-disable mode may not be available on all phones.

Turning on gloves mode

Gloves mode lets you perform touchscreen operations even when you're wearing gloves.

1 On the home screen, touch **Settings** and then go to the **All** tab.

2 Under **Smart assistance**, touch **More**.

3 Touch the **Gloves mode** switch to turn on gloves mode.

Gloves mode may not be available on all phones.

Using the suspend button

The suspend button is a quick launch tool that gives you a direct path to common functions on your phone, such as return to home screen and phone optimization.

1 On the home screen, touch **Settings** and then go to the **All** tab.

2 Under **Smart assistance**, touch **More**.

3 Touch **Suspend button**.

4 Enable **Suspend button**. will then appear on all screens except the lock screen and notification panel.

5 Touch to expand the button.

6 From the expanded menu, you can:

- Touch to return to the previous screen or exit the current application.
- Touch to return to the home screen.
- Touch to display the list of recently used applications.
- Touch to lock the screen.
- Touch to clean up the phone memory and close all power-intensive applications running in the background.
- Touch to collapse the menu.

The suspend button may not be available on all phones.

Changing the lock screen style

Setting a screen unlock pattern

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

2 Under **All**, touch **Screen lock & passwords**.

3 Touch **Password** > **Pattern**.

4 Draw the screen unlock pattern by connecting at least four dots, and then draw the pattern again to confirm.

5 Set a screen unlock PIN as an alternative method to unlock your phone should you forget your unlock pattern.

Setting a screen unlock PIN

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

2 Under **All**, touch **Screen lock & passwords**.

3 Touch **Password** > **PIN**.

4 Enter a PIN containing at least four digits, and then enter the PIN again to confirm.

Setting a screen unlock password

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

2 Under **All**, touch **Screen lock & passwords**.

3 Touch **Password** > **Password**.

4 Enter a password containing at least four characters, and then enter the password again to confirm.

Turning airplane mode on or off

- Wireless devices may interfere with an airplane's flight system. Always follow the instructions of the crew regarding the use of electronic devices on an aircraft.
- Airplane mode disables your phone's wireless features, but you can still use your phone to listen to music or play games.

Use one of the following methods to turn **Airplane mode** on or off:

- Swipe down from the status bar to open the notification panel. Under **Shortcuts**, touch the **Airplane mode** switch.
- Press and hold the power button, and then touch **Airplane mode**.
- On the home screen, touch **Settings** and then go to the **All** tab. Under **Wireless & networks**, touch **More** and then the **Airplane mode** switch.

When airplane mode is on, is displayed in the status bar.

Setting your SIM card PIN

A personal identification number (PIN) is delivered with your SIM card to protect your phone data. If you enable SIM card lock, you must enter the PIN each time you turn on your phone.

Before you perform the following operations, make sure you have obtained your SIM card PIN from your carrier.

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

2 Under **All**, touch **Security**.

3 Touch **Set up SIM card lock**. If your phone has dual SIM support, touch **Set Card 1/Card 2 lock**.

4 Touch **Lock SIM card**. If your phone has dual SIM support, you can set individual PINs for each SIM.

5 Enter your PIN, and then touch **OK**.

6 Touch **Change SIM PIN** to change the PIN.

There is usually a limit to the number of unsuccessful PIN code attempts. If this limit is reached, you must enter a Personal Unblocking Key (PUK), which can be obtained from your carrier. There is also a limit to the number of unsuccessful PUK code attempts. If this limit is reached, your SIM card will be permanently disabled. For details about these limits, contact your carrier.

Setting up an account

Adding an account

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

2 Under **All**, touch **Accounts**.

3 Touch **Add account**.

4 Select an account type.

5 Follow the onscreen instructions and enter your account information.

Deleting an account

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

2 Under **All**, touch **Accounts**.

3 On the **Accounts** screen, select an account type.

4 Select the account you want to delete.

5 Follow the onscreen instructions to delete the account.

Synchronizing email

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

2 Under **All**, touch **Accounts**.

3 Touch and select **Auto-sync data**. Follow the onscreen instructions and touch **OK** to enable data synchronization.

4 On the **Accounts** screen, select an account type.

5 Select the account from which you want to synchronize data.

6 Touch the **Sync email** switch to synchronize from the account you selected.

Restoring factory settings

Restoring your phone to the factory settings will erase all personal data from your phone storage, including account information, system and application settings, and downloaded applications. Back up important data on your phone before restoring factory settings.

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

2 Under **All**, touch **Backup & reset**.

3 Touch **Factory data reset** > **Reset phone** > **Reset phone**. Your phone will be restored to its factory settings, and then restart automatically when the process is complete.

Updating your phone

- Using unauthorized third-party software to update your phone may damage your phone or put your personal information at risk. It is recommended that you update through your phone's online update feature or download official update packages from Huawei's official website.
- All your personal data may be erased during a system update. It is recommended that you back up important data before updating your phone.

Online update

Make sure your phone is connected to the Internet before updating.

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

2 Under **All**, touch **Updater**.

3 Touch **Check for updates**. Follow the onscreen instructions to download and install any new updates.

Performing online updates over a mobile data network may incur additional data charges. It is recommended that you update over a Wi-Fi network.

Local update

Download the update package from http://consumer.huawei.com and save the **dload** folder in the update package to the root directory of your phone's internal storage. If your phone supports a microSD card, you can also save the folder to the root directory of your microSD card.

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

2 Under **All**, touch **Updater**.

3 Touch > **Local update** and follow the onscreen instructions to update your phone.

Setting the date and time

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

2 Under **All**, touch **Date & time**.

3 On the **Date & time** screen, you can:

- Touch the **Automatic date & time** switch to use the network time.
- Touch the **Automatic time zone** switch to use the network time zone.
- Touch the **Use 24-hour format** switch to switch between the 12-hour and 24-hour formats.
- Touch **Select date format** to select how you want the date to be displayed.
- Touch **Dual clocks** to display two clocks when you are roaming.

Manual date and time settings may not be supported by all carriers.

Changing the system language

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

2 Under **All**, touch **Language & input**.

3 Touch **Language & region**.

4 Select the desired language.

Privacy protection

You can prevent other users from accessing your private content. Enable privacy protection and set two different screen unlock passwords, one for yourself and one for guests.

Enabling privacy protection

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

2 Under **All**, touch **Security**.

3 Touch **Privacy protection** > **Let's start**.

4 Select a password type.

5 Follow the onscreen instructions to enter the owner password and guest password.

After privacy protection is enabled, entering the owner password allows access to all the content on your phone. Entering the guest password allows access to unprotected content only.

Setting private information

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

2 Under **All**, touch **Security**.

3 Touch **Privacy protection**.

4 Enter the owner password, and then touch **Next**.

5 Under **Set private data**, set your private contacts, albums, and applications.

Disabling privacy protection

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

2 Under **All**, touch **Security**.

3 Touch **Privacy protection**.

4 Enter the owner password, and then touch **Next**.

5 Disable **Privacy protection**.

After privacy protection is disabled, the owner password will function as the screen unlock password and the guest password will become invalid.

Accessibility

Your phone is equipped with accessibility features for visually impaired users. You can enable or disable these features as needed, such as zoom gestures and enlarged font size.

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

2 Under **All**, touch **Accessibility**.

3 Select the accessibility features you want to enable.

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HUAWEI ALE-L23

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