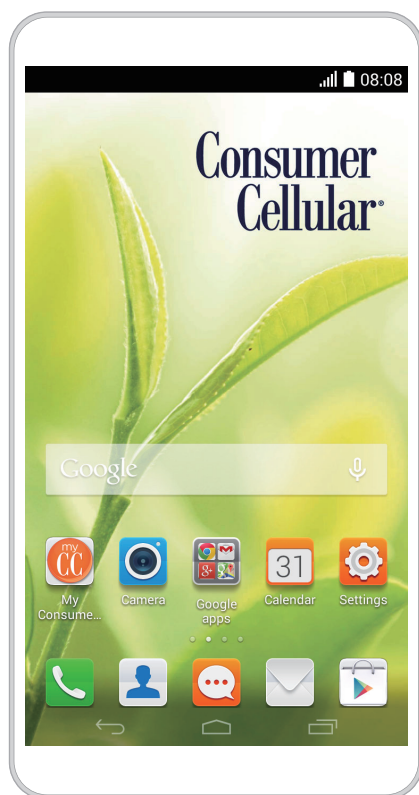


# HUAWEI *Ascend Mate2*

## User Guide



Consumer  
Cellular®

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# Foreword

Thank you for choosing the **HUAWEI Ascend Mate2** smartphone.



This guide introduces you to the features and functions of your new phone and safety precautions. Please read it carefully before you start using the phone.

All pictures and illustrations in this document are for your reference only. The actual product may vary.

## Symbols and definitions

The following symbols are used in this document.

---

	Note	Provides additional information.
	Caution	Indicates potential problems that may arise without the proper care and, if necessary, how to handle these problems.

---

# Safety precautions

Please read these safety precautions carefully before operating your phone.



Do not crush, throw, or puncture your phone. Avoid dropping, squeezing, or bending it also.



Your phone is not meant for use in a damp environment, such as the bathroom. Do not submerge your phone in liquid of any sort and avoid getting your phone wet.



Avoid using your mobile phone in areas where it may cause interference or present a hazard. Follow local laws and regulations.



Avoid using your phone while driving. Your safety should always be your top priority.



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



Power off your phone in an aircraft. The phone may interfere with the aircraft's control equipment and navigation system.



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



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



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



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



Do not expose your phone to extreme temperatures or use it at a location with flammable materials, such as a gas station.



Keep your phone and its accessories away from children. Do not allow young children to use your phone without adult supervision.



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



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




To prevent damage to your phone or your computer, follow all instructions pertaining to the USB cable.



# Preparations





## Your phone at a glance





1	Noise reduction microphone	2	Earpiece
3	Status indicator	4	Navigation bar
5	Micro USB port	6	Microphone
7	Power button 	8	Volume button
9	Front camera	10	Light sensor
11	Headset jack	12	Rear camera
13	Flashlight	14	Speaker

## Buttons



---

	<ul style="list-style-type: none"> <li>• When your phone is powered off, press and hold  to power it on.</li> <li>• Press  to turn on or off the screen. Press and hold  to display an option menu.</li> </ul>
---	---



---

	Touch  to return to the previous screen or exit the current application.
---	---

---


	Touch  to display the list of recently used applications.
---	--

---

	Touch  to return to the home screen.
---	---

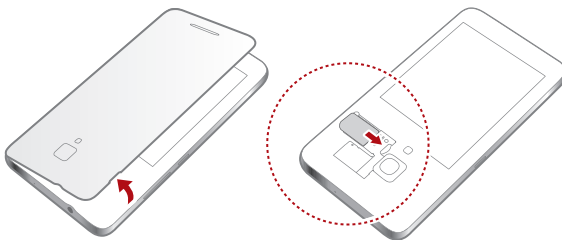
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## Inserting or removing a micro-SIM card

 Your phone supports only micro-SIM cards. Other sizes may not work properly. Contact your service provider to replace or purchase a new card. Power off your phone before installing or removing the micro-SIM card.



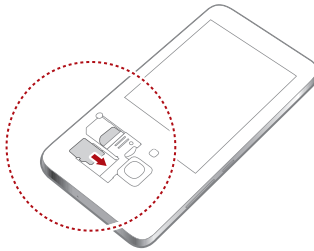
To install a micro-SIM card, perform the operations shown in the following figures.




1. Open the battery cover.
2. Insert the micro-SIM card.

## Inserting or removing a microSD card


You can expand your phone's storage capacity with a microSD card. See the following figure for reference.



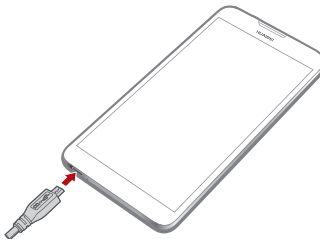
To remove a microSD card:

1. On the home screen, touch  then the **All** tab.
2. Under **DEVICE**, touch **Storage**.
3. Touch **Unmount SD card**.
4. Carefully take out the microSD card.

## Charging the battery

 Your phone's built-in battery is not user-removable. Do not attempt to remove it yourself.

Use the provided USB cable and power adapter to connect your phone to a power outlet, or use the USB cable itself to connect your phone to a computer.



## Battery indicator



The battery indicator shows your phone's battery level.



- Blinking red: The battery level is lower than 10%.
- Steady red (when charging): The battery level is lower than 10%.
- Steady yellow (when charging): The battery level is higher than 10%.
- Steady green (when charging): The battery is almost or already full.

## Important information about the battery

- If the battery power is depleted, you may not be able to power on your phone immediately after you begin charging the battery. This is normal. Allow the battery to charge for a few minutes before attempting to power on your phone.
- Rechargeable batteries have a limited number of charge cycles and may eventually need to be replaced. When the battery life becomes noticeably shorter, replace the battery.
- The time required to fully charge the battery depends on the ambient temperature and age of the battery.
- If your phone is very low on power, it plays an alert tone and displays a message. If the battery level is extremely low, your phone automatically powers off.


## Powering your phone on and off

- To power on your phone, press and hold .
- To power off your phone, press and hold  to display an option menu, and then touch **Power off > OK**.

 If errors occur and you cannot power off your phone, press and hold  for 15 or more seconds to restart your phone.

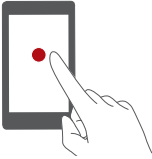
## Setting up your phone for the first time

When you use your phone for the first time, follow the onscreen instructions to set it up.

When you power on your phone or open some applications for the first time, your phone walks you through basic operations. To read these instructions again, touch  on the home screen.

# Basic operations

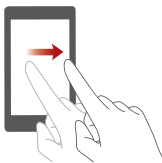
## Gestures



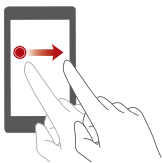
**Touch:** Tap an item once. For example, touch to select an item or open an application.



**Touch and hold:** Touch and leave your finger on the screen for 2 seconds or more. For example, touch and hold an application, widget, or blank area to display the related option menu.



**Flick:** Where applicable, swipe your finger in the direction you want the screen to move. For example, you can flick left or right across the notification panel to dismiss a notification.




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



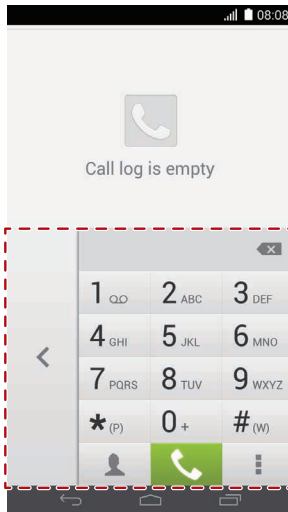
**Pinch:** Pinch two fingers together to zoom out or stretch them apart to zoom in. For example, pinch together or apart to zoom in or out on a picture or web page.

## Turning on one-hand UI

In one-hand UI mode, routine activities are easy to accomplish with one hand.




1. On the home screen, touch .
2. Under **All**, touch **One-hand UI**.

After one-hand UI is turned on, touch the arrow on either side of the screen to move the dialer or other operation area to the side of your choice.









## Suspend button

The suspend button contains a palette of useful functions and shortcuts, which lets you quickly launch tools, such as Calendar, Messaging, and Notes, and quickly perform common functions like return to the home screen and memory cleanup.


1. On the home screen, touch .
2. Under **All**, touch **W.O.W. Button** to turn on suspend button.  will then appear on all screens except the lock screen and notification panel.
3. Touch  to expand the suspend button.

4. 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 expand the multi-window menu. You will then be able to quickly open Calendar, Messaging, Notes, and Calculator and switch between these applications without closing your current application.
- Touch  to lock the screen.
- Touch  to clean up the phone memory and close the applications running in the background.
- Touch  to collapse the menu.

## Turning on glove mode


Glove mode lets you perform touchscreen operations even when you wear gloves.



1. On the home screen, touch .
2. Under **All**, touch **Gloves mode** to turn on or off glove mode.

## Locking and unlocking the screen

Locking the screen not only prevents your phone from carrying out undesirable operations when you are not using it, but also protects it from unauthorized use. You can lock and unlock your screen in a number of ways. The pre-installed screen unlock method is used as an example in this section.



### Locking the screen

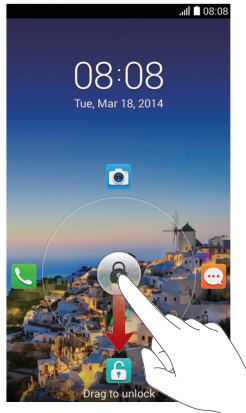
- Method 1: Press  to lock the screen.
- Method 2: After being idle for a specified period of time, your phone automatically locks its screen.

 To set the screen lock method, touch  on the home screen. On the displayed **General** tab, touch **Screen lock**.



## Unlocking the screen

1. If the screen is off, press  to turn it on.
2. Drag  down toward  to unlock the screen.































## Getting to know your home screen









Your home screens are where you'll 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. The default home screen is shown below.



- 1 Status bar: displays notifications and icons. Flick down from the status bar to open the notification panel.
- 2 Display area: displays application icons, folders, and widgets.
- 3 Screen position indicator: shows the current screen's position.
- 4 Dock: displays your most common applications.
- 5 Navigation bar: displays virtual keys.

## Status icons

	Signal strength		No signal
	GPRS network connected		USB debugging mode enabled
	Long Term Evolution (LTE) network connected		USB tethering on
	Roaming		Airplane mode enabled
	Bluetooth on		Receiving location data from GPS
	Vibration mode enabled		Silence mode enabled
	Alarms enabled		Charging
	Battery full		Battery low
	Call in progress		Missed calls
	New messages		New emails
	New voicemails		Select 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

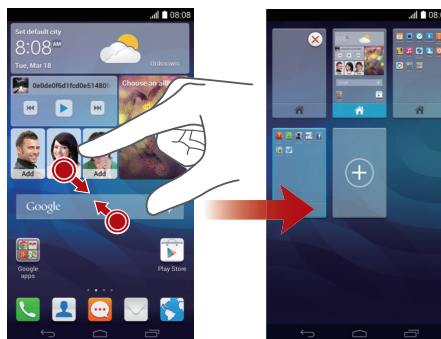
## Switching between home screens

Running out of space on the home screen? Not to worry. Your phone lets you create more home screens for various application icons and widgets.

- Flick left and right across the screen to switch between the home screens.





- Pinch two fingers together to display the home screen thumbnails. Touch a thumbnail to enter that particular home screen.




## Taking a screenshot

Want to share an interesting scene in a movie or show off your new high score in a game? Take a screenshot and share away.

Press  and the volume down button simultaneously to take a screenshot. Then, open the notification panel and touch  to share the screenshot. Screenshots are saved to the **Screenshots** album in **Gallery**.

## Auto-rotate screen


Your phone features a tilt sensor. If you rotate your phone when browsing a web page or viewing a photo, the orientation of your screen will automatically change to landscape or portrait view. You'll also be able to enjoy tilt sensor-based applications, such as racing games.

To quickly turn the auto-rotate screen function on or off, flick down from the status bar to open the notification panel and touch .


## Using the notification panel

Flick down from the status bar to open the notification panel.



- 
- 1 Touch  to delete all notifications.

---

  - 2 Touch  to display the settings screen.

---

  - 3 Touch the switch shortcuts on the notification panel to turn on or off the functions.


---

- 
- 4 Touch an application to start it and flick left or right across a notification to dismiss it.
- 


## Accessing applications


### Starting applications and switching between them

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

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


### Viewing recently used applications

To display the list of recently used applications, touch . You can then:


- Touch an application to start it.
- Flick left or right across an application to dismiss it.
- Touch  to clear the list.



## Texting

Your phone comes with multiple text input methods. You can quickly enter text using the onscreen keyboard.

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












### Selecting an input method

1. On the text input screen, flick down from the status bar to open the notification panel.
2. Touch  to select an input method.

-  To change your phone's default input method, touch  on the home screen. Then touch the **All** tab. Under **PERSONAL**, touch **Language & input > Default** to select an input method.

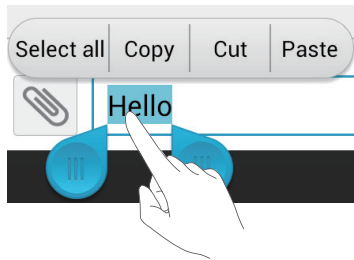
## Android Input Method







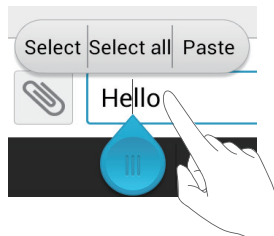
- 
- 1
- Touch  to switch between lowercase and uppercase letters.
  - Touch and hold or quickly touch  twice to turn on caps lock.
- 
- 2
- Touch  to enter numbers.
- 
- 3
- Touch  to activate voice input.
  - Touch and hold  to open the **Input options** menu.
- 
- 4
- Touch  to enter a space.
  - Touch and hold  to switch to 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 all characters to the left of the cursor.
- 

## Editing text


Learn how to select, cut, copy, and paste text on your phone.



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



## Configuring an input method


1. On the home screen, touch  then the **All** tab.
2. Under **PERSONAL**, touch **Language & input**.
3. Under **Keyboard & input methods**, touch the input method you want to configure.

# Personalizing your phone

## Setting the theme

Your phone comes with a variety of themes. You can download more themes and mix and match theme elements to find a perfect fit.

### Changing the theme

1. On the home screen, touch .
2. Select a theme and touch **APPLY**.

### Customizing a theme

1. From the theme grid, touch **CUSTOMIZE CURRENT THEME**.
2. From the element list, choose the element you want to modify.

## Change the wallpaper

1. On the home screen, touch and hold a blank area to display the **Set home screen** dialog box.
2. Touch **Wallpapers**.
3. From the **Wallpapers** screen, you can set the following items:
  - **Lock screen wallpaper**: Set the wallpaper displayed on the phone lock screen.
  - **Home screen wallpaper**: Set the home screen wallpaper.
  - **Random change**: The home screen wallpaper changes randomly.

## Setting the home screen transition effect


1. On the home screen, touch and hold a blank area to display the **Set home screen** dialog box.
2. Touch **Transitions**.




3. Select a home screen transition effect.



## Organizing home screen widgets and application icons


### Adding a widget to the home screen

1. On the home screen, touch and hold a blank area to display the **Set home screen** dialog box.
2. Touch **Widgets**.
3. Drag a widget from the screen's lower section to a screen thumbnail.
4. Touch  to return to the home screen.

 If the home screen doesn't have enough space, your phone will automatically create a new home screen to the original's right and place the widget on the new home screen.

### Deleting an application icon 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  to delete it.


 Deleting an application icon uninstalls the application. When you delete an application icon, your phone prompts you to confirm the action. Touch **OK** to uninstall the application.

### Moving an application icon or widget

You can re-arrange application icons and widgets to any fitting empty space on the home screen.

# Organizing home screen icons using folders

## Creating a folder on the home screen

1. On the home screen, drag an item onto another one to create a folder containing both of them.
2. You can then:
  - Touch the folder name to rename it.
  - Touch  and add more items to the folder.

## Removing an item from a folder

1. On the home screen, touch a folder.
2. Drag an item out from the folder to remove the item.


A folder must contain at least two items; otherwise, the folder will automatically disappear.

# Customizing your home screens

## Re-arranging home screens


1. On a home screen, touch and hold a blank area to display the **Set home screen** dialog box.
2. Touch **Thumbnails**.
3. Touch and hold a home screen thumbnail until your phone vibrates, and drag it to the new location.

## Adding a home screen

1. On a home screen, touch and hold a blank area to display the **Set home screen** dialog box.
2. Touch **Thumbnails**.
3. Touch  to add a home screen.


## Deleting a home screen

Only blank home screens can be deleted.

1. On a home screen, touch and hold a blank area to display the **Set home screen** dialog box.
2. Touch **Thumbnails**.
3. Touch  to delete a home screen.


## Customizing switch shortcuts on the notification panel


You can rearrange your switch shortcuts and move those you use most to top the list. Shortcuts on the top will be fully displayed on the notification panel.

1. Flick down from the status bar to open the notification panel.
2. Flick left on the upper area. Touch  to display the switch shortcut list.
3. Drag a switch shortcut to a new position in the list.



## Managing profiles

### Changing the profile

1. On the home screen, touch .
2. From the profile list, select a profile and touch the button to its right to activate the profile.

 You can also flick down from the status bar to open the notification panel and change the profile using the switch shortcuts.



### Adding a profile

1. On the home screen, touch .
2. Touch .
3. Touch the text box and name the profile.

4. Touch **Next**.
5. Select actions for the profile and touch an action to configure its settings.
6. When you are done, touch **Done**.


## Deleting a profile

 Preset profiles cannot be deleted.


1. On the home screen, touch .
2. Touch  > **Delete**.
3. Select the profile you want to delete.
4. Touch **DELETE**.
5. Touch **OK**.

## Setting tones


### Setting the ringtone

1. On the home screen, touch  then the **All** tab.
2. Under **DEVICE**, touch **Sound**.
3. Touch **Phone ringtone** and select either of the following options from the displayed dialog box:
  - **Ringtone**: choose from the default selection.
  - **Music**: choose from the audio files you have saved to your phone.
4. Touch **Apply**.

### Setting notification tones

1. On the home screen, touch  then the **All** tab.
2. Under **DEVICE**, touch **Sound**.
3. Touch **Notification tone**.


4. Select a tone type.

 You can configure the email notification tone only after you have set up an email account.

5. Select a tone.

6. Touch **Apply**.

## Changing the font size


1. On the home screen, touch  then the **All** tab.

2. Under **DEVICE**, touch **Display**.

3. Touch **Font size** and select a font size.

## Setting the screen unlock method

### Face unlock

1. On the home screen, touch  then the **All** tab.

2. Under **PERSONAL**, touch **Security**.

3. Touch **Screen lock** > **Face Unlock**.

4. Follow the onscreen instructions to take a photo of your face.

Your phone will use face unlock as the primary unlock method.

5. Set a secondary unlock method.


If face unlock cannot recognize you (dim light, for example), follow the onscreen instructions to unlock your phone using the secondary unlock method.

To turn off face unlock, use the secondary unlock method to enter the **Screen lock** screen, and select another unlock method.

## Unlocking the screen with a pattern


1. On the home screen, touch  then the **All** tab.
2. Under **PERSONAL**, touch **Security**.
3. Touch **Screen lock > Pattern**.
4. Follow the onscreen instructions to set a screen unlock pattern.

## Unlocking the screen with a PIN

1. On the home screen, touch  then the **All** tab.
2. Under **PERSONAL**, touch **Security**.
3. Touch **Screen lock > PIN**.
4. Follow the onscreen instructions to set a screen unlock PIN.


After a PIN is set, you will have to enter it every time you want to unlock the phone screen.

## Unlocking the screen with a password

1. On the home screen, touch  then the **All** tab.
2. Under **PERSONAL**, touch **Security**.
3. Touch **Screen lock > Password**.
4. Follow the onscreen instructions to set a screen unlock password.
5. Repeat the password and touch **OK**.

After a password is set, you will have to enter it every time you want to unlock the phone screen.

## Adjusting the screen brightness

1. On the home screen, touch  then the **All** tab.
2. Under **DEVICE**, touch **Display**.
3. Touch **Brightness**.
4. In the displayed dialog box, perform either of the following operations:



- Select the **Automatic brightness** check box to have your phone automatically adjust its screen brightness based on the ambient light.
- Drag the slider left to reduce the screen brightness or drag it right to increase the screen brightness.

You can also flick down from the status bar to open the notification panel and adjust the screen brightness using the switch shortcuts.


# Calls

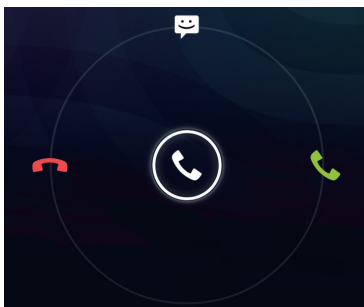
## Smart dialing



In addition to standard call procedures, smart dialing lets you quickly find contacts by entering parts of their names or numbers.

1. On the home screen, touch .
2. Enter a phone number or the initials or first several letters of a contact name.  
Matching contacts in your phone and phone numbers in your call log are then displayed in a list.
3. From the list, select the contact you want to call.
4. To end the call, touch .




## 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.

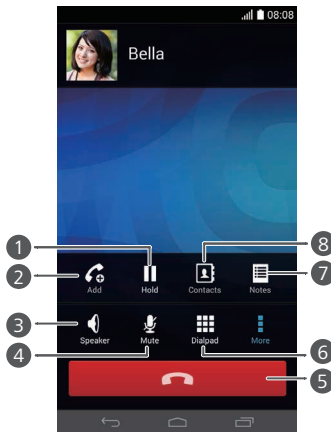











- Drag  up to reject the call and send the caller a message.
-  On the dialer screen, touch  > **Call settings** > **Quick responses** to edit the message that will be sent.

## Viewing the call log


1. On the home screen, touch  to display your recent calls above the dialer.
2. Touch  > **Missed calls** to view your missed calls.

## What you can do during a call



- 
-  Touch  >  to place the current call on hold, and touch  again to resume the call.
- 
-  Touch  >  to start a three-way call. Before you use three-way calling, make sure you have subscribed to this service. For details, contact your service provider.
- 
-  Touch  to use the speakerphone.
-


---

4 Touch  to mute or unmute the microphone.

---

5 Touch  to end the call.

---

6 Touch  to display the dialer.

---

7 Touch  >  to display a note.

---


8 Touch  >  to display the contact list.





---

To return to the call screen, flick down from the status bar to open the notification panel, and touch **Current call**.

## Making a conference call



Conference calling with your friends, family, and co-workers is easy. Make or answer a call, and dial another number to add the second participant to your conference call.

 Before you make a conference call, make sure you have subscribed to the service. For details, contact your service provider.

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.



## Answering a third-party call


Before you answer a third-party call, make sure you have turned on call waiting.

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. To switch between the two calls, touch .

## Making emergency calls

In the event of an emergency, you will still be able to make emergency calls without the use of a SIM card. However, you must still be under the coverage area.

1. On the home screen, touch .
2. Enter your local emergency number and touch .


 Emergency calls are subject to cellular network quality, use environment, service provider policies, and local laws and regulations. Never rely solely on your phone for critical communications when emergencies occur.

## Other call services

Your phone also supports other call functions, such as call forwarding, call waiting, and voicemail. Before you use these functions, make sure you have subscribed to these services. For details, contact your service provider.


### Enabling call forwarding

Too busy to answer all your calls with one phone? Forward them to another number and never miss an important call again!

1. On the home screen, touch  then the **All** tab.
2. Under **APPS**, touch **Call**.
3. Touch **Call forwarding**.
4. Select a forwarding mode.
5. Enter the phone number to which you want to forward calls, and touch **Enable**.


### Enabling call waiting


The call waiting function lets you answer another incoming call when you are already busy in a call and switch between the two calls.

1. On the home screen, touch  then the **All** tab.
2. Under **APPS**, touch **Call**.
3. Touch **Additional settings**.
4. Touch **Call waiting** to enable call waiting.

## Setting up your voicemail

Voicemail is your personal storage for missed calls, including the calls missed when you are in another call or your phone is powered off.

 Before you use voicemail, make sure you have subscribed to the voicemail service and obtained your voicemail number. For details, contact your service provider. You must also enable call forwarding and set all incoming calls to be forwarded to your voicemail.



1. On the home screen, touch  then the **All** tab.
2. Under **APPS**, touch **Call**.
3. Touch **Voicemail** > **Voicemail settings** > **Voicemail number**.
4. Enter your voicemail number, and touch **OK**.

To listen to your voicemail messages, touch and hold the **1** key on the dialer and follow the voice instructions.


# People

Forget about lugging around business card holders. You can now easily store and manage your contacts.

## Creating a contact

1. On the home screen, touch  then the **Contacts** tab.
2. Touch .
3. Select an account.
4. Enter the contact name, phone number, and other details. Touch **Add another field** to enter more information.
5. Touch **DONE** to save the contact.

## Searching for a contact

1. On the home screen, touch  then the **Contacts** tab.
2. Touch the search box.
3. Enter the contact name or initials.  
Matching results are displayed as you type.



For example, to search for John Doe, enter **John Doe** or **JD**.

## Importing or exporting contacts

Your phone supports contact files in .vcf format only. This is a standard format for files storing contacts. Contact names, addresses, phone numbers, and other information can be saved in .vcf files.



## Importing contacts from a storage device

You can import contacts saved in a .vcf file from a storage device to your phone.

1. On the home screen, touch  then the **Contacts** tab.
2. Touch  > **Manage contacts** > **Import from storage**.
3. Select one or more .vcf files.
4. Touch **OK**.



## Importing contacts from a Bluetooth device

You can import contacts saved in a .vcf file from a Bluetooth device to your phone.

1. On the home screen, touch  then the **Contacts** tab.
2. Touch  > **Manage contacts** > **Import via Bluetooth**.  
Your phone then enables Bluetooth and searches for available Bluetooth devices.
3. Touch the Bluetooth device with which you want to pair your phone.  
When the two devices are paired, your phone automatically imports contacts from the other device.



## Exporting contacts

Back up your contacts to an external storage device to avoid losing them during a system upgrade or by mistake.



1. On the home screen, touch  then the **Contacts** tab.
2. Touch  > **Manage contacts** > **Export to storage**.  
A dialog box is then displayed, showing the exported .vcf file name and its save location.
3. Touch **OK**.

To view the .vcf file you just exported, open **File Manager**. The file is displayed in the root directory of your phone's internal storage.


## Adding a contact to your favorites

1. On the home screen, touch  then the **Favorites** tab.
2. Touch .
3. Touch the contact you want to add to favorites or touch **All** to select all contacts.
4. Touch **Add**.

## Deleting contacts

1. On the home screen, touch  then the **Contacts** tab.
2. Touch  > **Delete contacts**.
3. Touch the contacts you want to delete or touch **All** to select all contacts.
4. Touch **DELETE**.
5. Touch **OK**.



## Merging contacts

1. On the home screen, touch  then the **Contacts** tab.
2. Select the contact you want to merge.
3. Touch **Manage joined contacts** > **Add contact**.
4. Touch the contact you want to merge.

After the contacts are merged, they are all saved to a single contact.

## Sharing contacts

You can share contacts in .vcf format in many ways.



1. On the home screen, touch  then the **Contacts** tab.
2. Touch  > **Share contacts**.
3. Touch the contacts you want to share or touch **All** to select all contacts.

4. Touch **SHARE** and choose a sharing method from the displayed option menu.


## Contact groups

You can create a contact group and send a message or email to all group members simultaneously.


### Creating a contact group




1. On the home screen, touch  then the **Groups** tab.
2. Touch .
3. Name the contact group.
4. Touch **Add members**.
5. Select one or more contacts.
6. Touch **ADD MEMBERS**.
7. Touch **DONE**.

### Editing a contact group

1. On the home screen, touch  then the **Groups** tab.
2. Touch and hold the contact group you want to edit.
3. From the displayed option menu, choose **Edit**.
4. Rename the group or manage group members.
5. Touch **DONE**.


### Sending messages or emails to a contact group


1. On the home screen, touch  then the **Groups** tab.
2. Touch and hold the contact group you want to send a message or email to.
3. From the displayed option menu, choose **Send message** or **Send email**.

 You can also open the contact group and touch  to send a message or  to send an email.







## Deleting a contact group

1. On the home screen, touch  then the **Groups** tab.
2. Touch and hold the contact group you want to delete.
3. From the displayed option menu, choose **Delete**.
4. Touch **OK**.

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







# Messaging

## Sending a text message

1. On the home screen, touch .
2. In the list of message threads, touch .
3. Touch the recipient text box and enter the contact name or phone number.  
  
 Touch  to select more contacts.
4. Write your message.
5. Touch **Send**.

## Sending a multimedia message

Make sure your data service is on before trying to send multimedia messages.



1. On the home screen, touch .
2. In the list of message threads, touch .
3. Touch the recipient text box and enter the contact name or phone number.  
  
 Touch  to select more contacts.
4. Write your message.
5. Touch , select the attachment type, and attach a file.  
  
 To attach more than one files to the message, touch **Slideshow**.
6. Touch **Send**.

## Replying to a message

1. On the home screen, touch .


2. In the list of message threads, touch a contact name or phone number to view the conversation thread.
3. Touch the text field to write your reply.
4. Touch **Send**.

## Searching for a message


1. On the home screen, touch .
2. In the list of message threads, touch  > **Search**.
3. Enter the message or contact, or parts of them.  
Your phone then displays matching results.

## Managing messages

### Copying a message

1. On the home screen, touch .
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 copy.
4. From the displayed option menu, choose **Copy text**.
5. Touch and hold the area you want to paste the message and choose **Paste** from the displayed option menu.

### Forwarding a message


1. On the home screen, touch .
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.
4. From the displayed option menu, choose **Forward**.

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


 Touch  to select more contacts.

6. Touch **Send**.



## Deleting a message

1. On the home screen, touch .
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 delete and touch **Delete**.

## Deleting a thread

1. On the home screen, touch .
2. In the list of message threads, touch and hold the thread you want to delete.
3. From the displayed option menu, choose **Delete messages**.


## Modifying message settings

1. On the home screen, touch .
2. In the list of message threads, touch .
3. Touch **Settings**.
4. Change the message tone, manage SIM card messages, and more.

# Browser

Your phone's browser lets you surf the web and stay on the ball with up-to-date news and information. Staying connected has never been easier.



## Browsing web pages

1. On the home screen, touch .
2. Enter a website address in the address box.  
Your phone displays matching websites as you type.
3. Touch the website you want to visit.



## Managing bookmarks

Bookmarks let you keep track of your favorite websites.



### Adding a bookmark

1. On the home screen, touch .
2. On the **Browser** screen, open the web page you want to add as a bookmark.
3. Touch  > **Save to bookmarks**.
4. Name the bookmark or use the default name. Then, touch **OK**.

### Accessing a bookmark



1. On the home screen, touch .
2. On the **Browser** screen, touch .
3. Touch **Bookmarks**.
4. Under **Local**, touch a bookmark.

## Editing a bookmark

1. On the home screen, touch .
2. On the **Browser** screen, touch .
3. Touch **Bookmarks**.
4. Touch and hold the bookmark you want to edit.
5. From the displayed option menu, choose **Edit bookmark**.
6. Edit the bookmark.
7. Touch **OK**.



## Setting the home page

Set your favorite web page as your browser's home page to make life a little easier.



1. On the home screen, touch .
2. On the **Browser** screen, touch .
3. Touch **Settings > General > Set homepage**.
4. From the displayed option menu, choose the web page you want to set as the home page.

## Clearing your browsing history

To better protect your privacy, clear your browsing history from time to time.

1. On the home screen, touch .
2. On the **Browser** screen, touch .
3. Touch **Settings > Privacy & security > Clear history**.
4. Touch **OK**.

## Modifying browser settings


1. On the home screen, touch  .
2. On the **Browser** screen, touch  .
3. Touch **Settings**.
4. Customize your browser settings to better fit your needs.

# Email



Don't want to miss important emails from your friends or clients during your business trip? Use your phone to read and reply to emails when you are on the go.

## Adding a POP3 or IMAP email account

Certain parameters must be set when you add a POP3 or IMAP email account. For details, contact your email service provider.

1. On the home screen, touch .
2. Select an email account type.
3. Enter your **Email address** and **Password**, and touch **Next**.
4. Follow the onscreen instructions to configure the email settings.


When the email account is set up, the **Inbox** screen is displayed.

 To add more email accounts, touch  > **Settings** > **Add account**.

## Adding an Exchange account

Exchange is an email system developed by Microsoft to implement communication inside an enterprise. Some email service providers also provide Exchange accounts for individuals and families.


Certain parameters must be set when you add an Exchange account. For details, contact your email service provider.

1. On the home screen, touch .
2. Touch **Exchange**.
3. Enter your **Email address**, **Domain**, **Username**, and **Password**. Then, touch **Next**.
4. Follow the onscreen instructions to configure the email settings.




When the Exchange account is set up, the **Inbox** screen is displayed.











## Switching between email accounts

1. On the home screen, touch  .
2. Touch the email address on the top to display your email account list.
3. Touch an email account you want to use.

## Sending emails



1. On the home screen, touch  .
2. Open an email account.
3. On the **Inbox** screen, touch  .
4. Enter the recipient and subject and write your message. Upload any attachments.
5. When you are done, touch  to send the email.

## Checking your emails



1. On the home screen, touch  .
  2. Open an email account.
  3. On the **Inbox** screen, touch the email you want to read.
  4. When reading an email, you can:
    - Touch  to reply to it.
    - Touch  to forward it.
    - Touch  to delete it.
    - Touch  to go back to the previous email.
    - Touch  to skip to the next email.
-  Mail retrieval may be slightly delayed, depending on the network condition. Touch  in the lower right corner to refresh the inbox.

## Removing an email account

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

1. On the home screen, touch .
2. On the **Inbox** screen, touch .
3. Touch **Settings**.
4. Select the account you want to remove.
5. Under **Remove account**, touch **Remove account**.
6. Touch **OK**.

## Modifying email account settings

1. On the home screen, touch .
2. On the **Inbox** screen, touch .
3. Touch **Settings > General**.
4. Set the font size, display options, and other settings.



# Multimedia

## Camera



As time goes by, there are memories you want to keep forever. Camera is a great tool for this. It supports a variety of capture modes, such as beauty and smile.

### Viewfinder



- 
- 1
    - Drag the slider to  to switch to photo mode.
    - Drag the slider to  to switch to video mode.

---

  - 2
    - Touch  to take a photo.
    - Touch and hold  to take burst shots, and release your finger to stop.

---


  - 3
    - Touch the thumbnail to view your photos.









---

  - 4
    - Touch an object on the viewfinder to focus the camera on it.
    - Spread two fingers to zoom in or pinch to zoom out.

---

---

Touch  to open the option menu, where you can:

- Touch  to switch to normal mode.
- Touch  to switch to smart mode.
- Touch  to switch to beauty mode.
- Touch  to switch to HDR mode.
- 5 Touch  to switch to panoramic mode.
- Touch  to switch to Sound & shot mode.
- Touch  to switch to special effects mode.
- Touch  to enable or disable **Object tracking**, **Capture smiles**, **Touch to capture**, and other functions, as well as set the photo resolution, timer, and other parameters.

---



6 Touch  to set the flashlight mode.

---

7 Touch  to switch between the rear and front cameras.



---

## Taking a photo




1. On the home screen, touch .
2. Frame the scene you want to capture. The camera automatically focuses itself.  
When the viewfinder frame turns green, the camera is focused.
3. Touch .

## Continuous shooting

Continuous shooting allows you to record a series of dynamic images and pick the best from them.





1. On the home screen, touch .
2. Frame the scene you want to capture.
3. Touch and hold . The camera then takes up to 10 photos at most in rapid succession. You can stop shooting anytime by releasing your finger.

## Shooting a video

1. On the home screen, touch .
2. Frame the scene you want to record.
3. Touch  to start recording.
4. Touch  to stop recording.





## Taking a photo in beauty mode


Want great photo quality without putting on any makeup? Enable beauty mode for flawless photos.

1. On the home screen, touch .
2. In photo mode, touch  >  to switch to beauty mode.
3. Frame the scene you want to capture and adjust the beauty level.  
The camera will identify a face and focus on it.
4. Touch .

## Taking a panoramic photo

Are you still upset that your camera's view angle isn't wide enough to capture an incredible scene? Panorama mode is exactly the solution you need. You'll be able to piece together several photos and combine them into one seamless shot.





1. On the home screen, touch .
2. In photo mode, touch  >  to switch to panoramic mode.
3. Frame the scene you want to capture.
4. Touch .
5. Move your phone slowly in the direction indicated by the arrow to capture multiple photos.

 If the viewfinder screen turns red, the view will not be captured. This may happen when you have moved your phone too fast or the viewfinder scope has gone beyond the limits of the panoramic view.

6. Your phone stops shooting when it has taken enough photos for a panoramic photo. You can also touch  to stop shooting. The camera automatically stitches the photos together to create one panoramic photograph.





## Using HDR

High dynamic range (HDR) imaging technology improves the details in the lightest and darkest areas of photos for true-to-life quality.

1. On the home screen, touch .
2. In photo mode, touch  >  to switch to HDR mode.
3. Frame the scene you want to capture. The camera automatically focuses itself.  
When the viewfinder frame turns green, the camera is focused.
4. Touch .

## Taking an audio photo

You can record an audio clip while taking a photo to make the photo more vivid.


1. On the home screen, touch .
2. Touch  >  to switch to audio photo mode.
3. Frame the scene you want to capture.
4. Touch  to take a photo. The phone then records an audio clip for a few seconds. Record your thoughts for the photo you've just taken.


# Gallery

**Gallery** is where your photos are stored.



## Viewing photos or videos

In your **Gallery**, photos and videos are stored in separate albums.

1. On the home screen, touch .
2. Touch the album you want to view.
3. Touch the photo or video to view it in full screen mode.







 When viewing a photo, pinch two fingers together to zoom out or spread them apart to zoom in.

## Playing a slideshow

1. On the home screen, touch .
2. Touch an album.
3. Touch  > **Slideshow** to play a slideshow of the photos in the album.
4. Touch the screen to stop the slideshow.



## Editing a photo


You can remove red eye, crop a photo, or apply a number of effects to make your photos even more stunning.

1. On the home screen, touch .
2. Touch the photo you want to edit.
3. Touch  > **Edit** and then you can:
  - Touch  to select a filter.
  - Touch  to rotate or crop the photo.
  - Touch  to lighten or shadow the photo.
  - Touch  to add a frame to the photo.





4. Touch .

## Rotating a photo



1. On the home screen, touch .
2. Touch the photo you want to rotate.
3. Touch  > **Rotate Left** or **Rotate Right**.

 You can also enable the auto-rotate screen function to have your phone automatically adjust the display orientation when you rotate your phone.

## Cropping a photo

1. On the home screen, touch .
2. Touch the photo you want to crop.
3. Touch  > **Edit**.
4. Touch  > **Crop** and then you can:
  - Drag the grid to reposition it.
  - Drag the frames of the grid to resize it.
5. Touch .

## Deleting a photo


1. On the home screen, touch .
2. Touch the photo you want to delete.
3. Touch .
4. Touch **Delete**.

## Sharing a photo or video




Want to share your best shots or an amusing trick your dog just did? Simply share the photos and videos using email, Bluetooth, and more.

1. On the home screen, touch .



2. Touch the photo or video you want to share.
3. Touch .
4. Choose a sharing method and follow the onscreen instructions.

## Setting a photo as the wallpaper

1. On the home screen, touch .
2. Choose the photo you want to set as the wallpaper.
3. Touch  > **Set as > Wallpaper**.
4. Drag the frames of the grid to resize it.
5. Touch .

## Music


In the mood for music? Your phone provides you with a supreme audio experience.

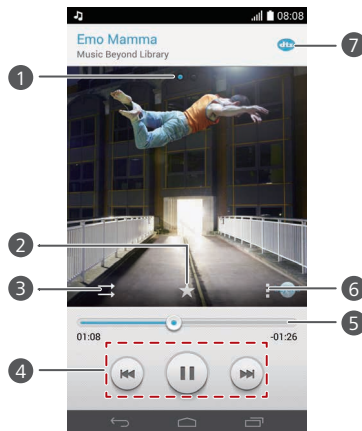
### Adding songs

You can copy songs to your phone and immerse yourself in a world of extraordinary sound anytime. Add songs to your phone by:

- Copying songs from your computer using a USB cable.
- Downloading songs from the web.
- Copying songs from Bluetooth devices.
- Copying songs from other devices using Wi-Fi.

### Listening to music

1. On the home screen, touch .
2. Choose a category.
3. Touch the song you want to play.



1 Flick left or right to switch between the album cover and lyrics.

2 Touch ★ to add a song to your favorites.

3 Touch ⇌ to switch the playing mode.

- Touch ▶ to play and touch || to pause.



4 • Touch ⏮ to go back to the previous song.

- Touch ⏭ to skip to the next song.

5 Drag the slider to control the playback.


6 Touch ☰ to display the option menu from which you can perform additional operations.

7 Touch  to enable or disable DTS audio.


 When a song is playing, touch  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


Creating playlists lets you be creative with your songs, and organize them into groups. You'll be able to listen to the playlist that best fits your mood.

1. On the home screen, touch .
2. Touch **Playlists** > **Create new playlist**.
3. Touch the text box to name the playlist.
4. Touch **Save**.  
You can now add songs to the playlist.
5. In the displayed dialog box, touch **OK**.
6. Select the songs you want to add.
7. Touch **ADD**.

## Playing a playlist


1. On the home screen, touch .
2. Touch **Playlists**.
3. Touch and hold the playlist you want to play.
4. From the displayed option menu, choose **Play**.

## Deleting a playlist

1. On the home screen, touch .
2. Touch **Playlists**.
3. Touch and hold the playlist you want to delete.
4. From the displayed option menu, choose **Delete**.


## Sharing a song

You can share your favorite songs with your family and friends using email, Bluetooth, and more.

1. On the home screen, touch .
2. Choose a category.
3. Touch and hold the song you want to share.
4. From the displayed option menu, choose **Share**.
5. Choose a sharing method and follow the onscreen instructions.

## Setting a song as the ringtone

Want to hear your favorite song whenever you receive a call? Just make it your ringtone.


1. On the home screen, touch .
2. Choose a category.
3. Touch and hold the song you want to set as the ringtone.
4. From the displayed option menu, choose **Set as phone ringtone**.


# Internet connection

## Mobile data connection


After you insert a SIM card into your phone and power it on for the first time, your phone automatically registers with your service provider's data service.


### Checking the network connection

1. On the home screen, touch  then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch **Mobile networks**.
3. Touch **Access Point Names** or **Network operators** to check network connection settings.

 Your phone automatically reads access point settings from your SIM card. Do not change the access point settings; otherwise, you may not be able to access the network.

### Enabling the data service


1. On the home screen, flick down from the status bar to open the notification panel.
2. Touch  to enable your phone's data service.


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

## Setting up a Wi-Fi connection

When you use your phone at home, you can connect to the Wi-Fi hotspot created from your router. Some public locations, such as airports and libraries, may also have Wi-Fi networks available for use.


## Connecting to a Wi-Fi network

1. On the home screen, touch  then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch the Wi-Fi switch to turn on Wi-Fi.
3. Under **WIRELESS & NETWORKS**, touch **Wi-Fi**.  
Your phone then scans for available Wi-Fi networks and displays them.
4. Choose the Wi-Fi network you want to connect to and touch **Connect**.  
For an encrypted Wi-Fi network, enter the password when prompted.



 If Wi-Fi and mobile data are both enabled, your phone connects to the Wi-Fi network preferentially. When Wi-Fi becomes unavailable, your phone automatically switches to the mobile data connection.

## Connecting to a Wi-Fi network using WPS



Wi-Fi protected setup (WPS) lets you quickly connect to a Wi-Fi network. A safe connection is set up by pressing the WPS button or entering the PIN.

 To use the WPS function and set up a Wi-Fi connection between your phone and a Wi-Fi hotspot, make sure the Wi-Fi hotspot also supports the WPS.

## Using the WPS button

1. On the home screen, touch  then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch the Wi-Fi switch to turn on Wi-Fi.
3. On the Wi-Fi network list, touch .
4. On the Wi-Fi hotspot device, press the WPS button.

## Using the WPS PIN

1. On the home screen, touch  then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch the Wi-Fi switch to turn on Wi-Fi.
3. On the Wi-Fi network list, touch .

**4. Touch **Input WPS PIN.****



Your phone generates a PIN.

**5. On the Wi-Fi hotspot device, enter the PIN.**

## Wi-Fi Direct


Wi-Fi Direct lets you easily connect two devices and transmit or share data between them.

### Connecting two devices using Wi-Fi Direct

1. On the home screen, touch  then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch the Wi-Fi switch to turn on Wi-Fi.
3. In the Wi-Fi network list, touch  .  
Your phone then scans for available devices and displays them.
4. Select a device.

### Sending a file using a Wi-Fi network

1. Touch and hold the file you want to send.
2. From the displayed option menu, choose **Share**.
3. Touch **Wi-Fi direct**.  
Your phone then scans for available devices and displays them.
4. Touch the device you want to send the file to.

 Specific steps may vary slightly by file type.

### Receiving a file using a Wi-Fi network


When a file comes in, your phone displays the **File transfer** dialog box. Touch **Accept** to begin downloading the file.

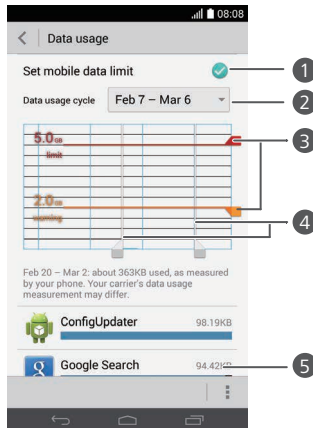
By default, received files are saved to the **WLAN** folder in **File Manager**.

## Controlling your data usage

Your phone's data usage control function lets you check and control your data usage.

Set a data usage cycle and a mobile data limit for this period and you will be notified when data usage reaches this limit. You can also query the data usage within a certain period of time or data traffic consumed by an application.

1. On the home screen, touch  then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch **More....**
3. Touch **Data usage**.





---

1 Turn the mobile data usage limit on or off.

---

Set the data usage cycle.

2 Touch **Data usage cycle** then **Change cycle...** to set the data usage cycle.

---

Set the data usage limits. The yellow line indicates the warning limit, and the red line indicates the data usage limit.

Drag the red and yellow lines to adjust the values or touch the lines to set specific values.

3 When your data usage reaches the yellow line, you will receive a warning notification. When your data usage reaches the red line, your phone's mobile data connection will be disabled.

---


Time axis.

4 Drag the time axes to set a data usage cycle.

---

5 Display the data usage of each application.

---

On the **Data usage** screen, touch  to open an option menu, from which you can:


- Turn data roaming on or off.
- Prevent background mobile data traffic.
- Turn automatic data synchronization on or off.
- Select the **Show Wi-Fi usage** check box. The **Wi-Fi** tab will be displayed. Touch this tab to view Wi-Fi data usage.
- Touch **Mobile hotspots** and select the Wi-Fi networks that are mobile hotspots to prevent applications from accessing these networks in the background. If an application is downloading a large file using these networks, you will be notified.

# Sharing data



## Bluetooth

Your phone is Bluetooth-capable, allowing you to connect to other Bluetooth-enabled devices for wireless data transmission. When using Bluetooth, stay within 10 meters (33 feet) of other Bluetooth devices.

### Turning on Bluetooth


1. On the home screen, touch  then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch **Bluetooth**.

When Bluetooth is turned on, your phone's name is displayed at the top of the **Bluetooth** screen. Touch the name to set your phone's visibility.

-  To rename your phone, touch  > **Rename phone**. When you are done, touch **Rename** to save the changes.


### Pairing with other Bluetooth devices

To exchange data with another Bluetooth device, enable Bluetooth on both devices and pair them with each other.

1. On the home screen, touch  then the **ALL** tab.
2. Under **WIRELESS & NETWORKS**, touch **Bluetooth**.
3. From the list of detected Bluetooth devices, touch a device and follow the onscreen instructions to pair with it.


To disconnect from a paired Bluetooth device, under **Paired devices**, touch

-  > **Unpair**.

-  If a Bluetooth connection cannot be set up between your phone and another device, they may be incompatible.

## Sharing files using Bluetooth

Bluetooth enables you to conveniently send photos, videos, and other files to your family and friends. You can share files with Bluetooth-enabled devices without an Internet connection.

1. On the home screen, touch .
2. Touch and hold the file you want to send.
3. From the displayed option menu, choose **Share > Bluetooth**.
4. From the detected Bluetooth device list, select a device.

## Receiving files using Bluetooth

1. When your phone receives a file transfer request, open the notification panel.
2. Touch **Bluetooth share: Incoming file** to display a file reception dialog box.
3. Touch **Accept** to start receiving the file.

When the file is received, you will receive a notification of a successful transfer. Open the notification panel to read the notification. By default, received files are saved to the **bluetooth** folder in **File Manager**.


## Using DLNA

The Digital Living Network Alliance (DLNA) aims to implement intercommunication between computers and other electronic products through wired and wireless networks, providing users with seamless digital media services. DLNA enables users on the same Wi-Fi network to share multimedia files easily. Using DLNA, you can:

- Share multimedia files with your friends.
- Access multimedia files on other DLNA devices.
- Play multimedia files on other devices and control the playback.



Before you use DLNA, make sure your phone and other DLNA devices are connected to the same Wi-Fi network and DLNA is enabled on all devices.

On the home screen, touch **Tools** >  to access this application. You can then share photos, videos, and songs with other DLNA devices, as well as view and download the multimedia files that other DLNA devices are sharing with you.

## Connecting your phone to a computer

When you connect your phone to a computer using a USB cable, your phone will display a notification prompting you to select a connection type.

### MTP mode

The Media Transfer Protocol (MTP) is used to transfer media files, such as pictures, songs, and videos, between your phone and a computer. The MTP mode is only compatible with Windows Media Player 10 or later.

1. Use a USB cable to connect your phone to the computer.
2. On the **USB computer connection** screen, choose **Media device (MTP)**.  
The phone driver is then automatically installed on the computer.
3. After the driver is installed, follow the onscreen instructions on the computer to view or transfer files.

### PTP mode

The Picture Transfer Protocol (PTP) is another method to transfer pictures and videos to your computer.

1. Use a USB cable to connect your phone to the computer.
2. On the **USB computer connection** screen, choose **Camera (PTP)**.  
The phone driver is then automatically installed on the computer.
3. After the driver is installed, follow the onscreen instructions on the computer to view or transfer files.

### Mass storage mode

In mass storage mode, you can use your phone as a USB mass storage device and transfer files between your phone and a computer.

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

2. On the **USB computer connection** screen, choose **USB mass storage**.  
The phone driver is then automatically installed on the computer.
3. The computer will identify your phone as a USB mass storage device. You can then transfer files between your phone and the computer.





After file transmission, safely remove the device from the computer and disconnect it from the USB cable to prevent your data from being lost or corrupted.

# File Manager

**File Manager** helps you manage files and applications in your phone's internal storage and microSD card. You'll be able to view, create, edit, delete, move, archive, compress, and decompress files.



## Creating a folder

You can create folders to better manage the files and applications stored in your phone's internal storage or microSD card.


1. On the home screen, touch .
2. Touch **Internal** or **SD card**.
3. Touch  > **New folder**.
4. In the displayed dialog box, name the new folder.
5. Touch **Save**.

## Searching for a file

Too many files stressing you out? The search function helps you find what you need in no time.

1. On the home screen, touch .
2. Touch **Internal** or **SD card**.
3. Touch  > **Search**.
4. Enter part or all of the file name.  
Matching results will be displayed.


## Copying, cutting, and pasting a file

1. On the home screen, touch .
2. Touch and hold the file you want to copy or cut.

3. From the displayed option menu, choose **Copy** or **Cut**.
4. Select where you want to paste the file.
5. Touch **Paste**.


## Compressing or decompressing files

You can compress files into .zip files to save space or decompress .zip and .rar files.


1. On the home screen, touch .
2. Touch and hold the file or folder you want to compress.
3. From the displayed option menu, choose **Compress**.
4. Choose the save path of the compressed file and name it.
5. Touch **OK**.

To decompress a file, touch and hold it and choose **Extract** from the displayed option menu.


## Renaming a file

1. On the home screen, touch .
2. Touch and hold the file you want to rename.
3. From the displayed option menu, choose **Rename**.
4. In the displayed dialog box, enter a new name for the file.
5. Touch **OK**.

## Deleting a file



1. On the home screen, touch .
2. Touch and hold the file you want to delete.
3. From the displayed option menu, choose **Delete**.
4. Touch **OK**.

## Creating a shortcut for a file or folder

1. On the home screen, touch  .
2. Touch the file or folder you want to create a shortcut for.
3. From the displayed option menu, choose **Desktop shortcuts**.

## Checking the memory status

Before you save large files to your phone's internal storage or microSD card, make sure there is enough space first.

1. On the home screen, touch  .
2. Touch  > **Storage**.
3. On the **Storage settings** screen, view the total and available space on your phone's internal storage or microSD card.




# Phone Manager

## About Phone Manager


Phone Manager is a system application that lets you better protect and manage your phone. Phone Manager enables you to optimize the system performance by diagnosing your phone, cleaning out trash files, and more.



## Phone accelerator

If you are experiencing slowdown issues with your phone, you may have too many applications using up too much memory. Optimize your system by using phone accelerator.


1. On the home screen, touch .
2. Touch **Phone accelerator**.
3. Select the unwanted applications, and touch **CLOSE**.

## Storage cleaner

1. On the home screen, touch .
2. Touch **Storage cleaner**.
3. Touch **Smart scan**, and clean your phone storage based on the scan results.

 On the **Storage cleaner** screen, touch  to have your phone periodically (you set the time interval) clean the cache, thumbnails, storage, and more.

## Harassment filter

1. On the home screen, touch .
2. Touch **Harassment filter**.

3. On the **Harassment filter** screen, you can:

- Touch **Calls** or **Messages** to view the blocked calls or messages.
- Touch **Blacklist** > **ADD CONTACTS** to add a number to the blacklist.

## Power saving

1. On the home screen, touch .

2. Touch **Power saving**.

3. On the **Power saving** screen, you can:

- Turn off the functions not in use to save power.
- Touch **Power monitoring** and manually optimize the power plan based on the scan results.
- Touch **Smart** to enable smart mode and have your phone conserve power while still allowing full use of all phone functions.
- Touch **Endurance** to enable endurance mode and have your phone consume the least amount of power possible.
- Touch **Normal** to enable normal mode.

## Notification manager

Some applications may push all kinds of notifications to your phone.

Notification manager lets you set restriction rules on notifications to avoid receiving unnecessary information.

1. On the home screen, touch .

2. Flick left on the lower part of the screen, and touch **Notification manager**.

3. On the **Notification manager** screen, you can:

- Touch **Rules** to view applications that may send notifications to the notification panel and set push rights for your applications.
- Touch **Log** to view the blocked notifications.


# Phone Manager

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## Harassment filter

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## Startup manager

1. On the home screen, touch  .
2. Flick left on the lower part of the screen, and touch **Startup manager**.
3. On the **Startup manager** screen, you can:
  - Select an application to have it run automatically at system startup.
  - Deselect an application to prevent it from running at system startup.

# Managing applications


## Viewing applications

You can view detailed information about all applications installed on your phone.

1. On the home screen, touch  then the **All** tab.
2. Under **APPS**, touch **Manage apps**.
3. Flick to **All**.
4. Select the application you want to view.

## Uninstalling an application


You can remove unwanted applications to increase your phone's available storage.

1. On the home screen, touch  then the **All** tab.
2. Under **APPS**, touch **Manage apps**.
3. Flick to **All**.
4. Select the application you want to uninstall.
5. Touch **Uninstall** > **OK**.

 Some pre-installed applications cannot be uninstalled.


## Clearing the application cache

You can clear the application cache to free up the phone memory.

1. On the home screen, touch  then the **All** tab.
2. Under **APPS**, touch **Manage apps**.
3. Flick to **All**.
4. Touch **Clear cache**.

# Google services




To use Google services, sign in with a Google account. If you don't have one, open a Google application and follow the onscreen instructions to create your Google account.

-  Google applications, services, and functions vary with country and service provider. Please follow local laws and regulations when you use Google services.





## Gmail

**Gmail** is Google's official email service. When you first use **Gmail**, emails on your web account will be synchronized to your phone.

### Sending emails





1. On the home screen, touch **Google apps** >  to open your mailbox. If you have added more than one Gmail accounts, select the one you want to use.
2. Touch .
3. Enter the recipient and subject and compose your message.
4. Touch .

### Checking your emails

1. On the home screen, touch **Google apps** >  to open your mailbox. If you have added more than one Gmail accounts, select the one you want to use.
2. From the email list, select the email you want to read.
  - Touch  to reply to it.
  - Touch  > **Reply all** to reply to all.
  - Touch  > **Forward** to forward the email.

## Hangouts

Hangouts is an instant chat application provided by Google. With Hangouts, you can reach your friends using messages, or voice and video chats.


1. On the home screen, touch **Google apps** >  .
2. Touch  .
3. Enter the email address of your friend.
4. Touch  at the bottom of the screen to start messaging or touch  to start a video chat.

## Maps




**Maps** helps you find out where you are, shows you how to get to a destination, and displays real-time traffic. Satellite view is also available.

### Turning on location services


Before you use **Maps** to search for a location, turn on your location services.

1. On the home screen, touch  then the **All** tab.
2. Touch **Location access**.
3. Select the **GPS satellites** and **Wireless networks** check boxes.

### Searching for places of interest

1. On the home screen, touch **Google apps** >  .
2. Touch  .
3. Enter the location you want to search for.
4. Touch  in the lower right corner of the keyboard.  
The search results are marked on the map by letters.
5. Touch a mark to see how to get there and view more details about the location.




## Getting somewhere

1. When you browse a map, touch  .
2. Touch the first text box to enter the start point. Then, touch the second text box to enter the destination.
3. Select a transportation method: by car, public transportation, or foot.
4. Touch **Get directions**.  
Available routes are then shown in a list.
5. Touch the route you prefer to display on the map.


## YouTube

**YouTube** is Google's online video-sharing website, where you can search for, watch, and upload videos.

### Searching for a video

1. On the home screen, touch **Google apps** >  .
2. Touch  .
3. Enter the keywords for the video you want to find.
4. Touch  in the lower right corner of the keyboard.
5. From the search results, touch a video to watch it.

### Sharing a video


From the video list, select the video you want to share. Then, touch  and select a sharing method.





# Play Store

**Play Store** is an application market provided by Google, where you can download applications and games.

## Installing an application

1. On the home screen, touch .
2. Find the desired application.
3. Follow the onscreen instructions to download and install it.

## Uninstalling an application

1. On the home screen, touch .
2. Touch  > **My Apps**.
3. From the application list, touch the application you want to uninstall.
4. Touch **Uninstall** > **OK** to uninstall the application.


# Basic utilities

Your phone comes with a variety of useful tools, such as **Calendar**, **Clock**, and **Calculator**, helping you keep yourself organized.


## Calendar

**Calendar** is your personal assistant that helps you manage, arrange, and keep track of all important events.

### Creating an event



1. On the home screen, touch .
2. Touch **+**.
3. Enter event details, such as the event name, time, and location.
4. Touch **SAVE**.

### Viewing events

1. On the home screen, touch .
2. Touch the date in the upper left corner to switch between the year, month, week, day, and agenda views. The agenda view displays all your calendar events.




### Sharing an event

You can share an event with your family and friends in a number ways, such as Bluetooth.



1. On the home screen, touch .
2. Open an event you want to share.
3. Touch  > **Send event**.
4. Select a sharing method and follow the onscreen instructions.

## Synchronizing and viewing events

Calendar events in your accounts (such as an email account) can be synchronized to and viewed on **Calendar**.

1. On the home screen, touch .
2. Touch  > **Calendars to display**.
3. Select the account whose calendar you want to display.
4. Touch  > **Calendars to sync**.
5. Select the account from which you want to synchronize calendar events.
6. Touch **OK**.



## Modifying calendar settings

1. On the home screen, touch .
2. Touch  > **Settings**.
3. Follow the onscreen instructions to configure the calendar settings.

## Clock

**Clock** lets you view the time around the world, use stopwatch or timer to keep track of time, or set alarms to wake you up in the morning.

### Adding an alarm

1. On the home screen, touch  then the **Alarm** tab.
2. From the alarm list, touch .
3. Set the alarm time, ringtone, how often it repeats, and more.
4. Touch **DONE**.



 Alarms will go off even when your phone is powered off.

### Deleting an alarm

1. On the home screen, touch  then the **Alarm** tab.


2. From the alarm list, touch and hold the alarm you want to delete.
3. From the displayed option menu, choose **Delete alarm**.
4. Touch **OK**.

## Configuring alarm settings

1. On the home screen, touch  then the **Alarm** tab.
2. From the alarm list, touch  > **Settings**.
3. On the alarm settings screen, set the ring mode, snooze duration, and the volume button's function when an alarm sounds.

## Calculator



**Calculator** lets you perform basic arithmetic operations.



1. On the home screen, touch **Tools** > .
2. Rotate your phone to portrait or landscape view to switch between the basic and scientific calculators.

 Make sure the screen auto-rotate function is turned on.

## Notes


**Notes** is a handy application that lets you record quick thoughts or important information.

1. On the home screen, touch **Tools** > .
2. Touch **Add note**.
3. Enter what you want to record.
4. When you are done, touch .

 On the **Notes** screen, you can touch  and select one or more notes you want to delete, or select **All** to delete all notes.



# Weather

**Weather** provides you with the latest weather information for any city around the world. You can share weather information with your family and friends.

 Before you use **Weather**, turn on your phone's GPS and data service.

## Adding a city




Add cities of your concern to **Weather** to check their real-time weather information.

1. On the home screen, touch **Tools** > .
2. Touch  > + .




 In addition to your current city, you can add up to nine cities.

3. Enter a city name.  
Matching cities are then displayed.
4. Select the city you want to add.

## Setting the default city


1. On the home screen, touch **Tools** > .
2. Touch .
3. Touch the  icon next to the city you want to set as the default city.




## Deleting cities

1. On the home screen, touch **Tools** > .
2. Touch  > .
3. Select the cities you want to delete, and touch **DELETE**.

## Updating weather




1. On the home screen, touch **Tools** > .
2. Flick left or right to find the city whose weather you want to update.

3. Touch  to update the weather.

 You can also set **Weather** to automatic update mode. Touch  >  , select **Auto update**, and set **Update interval**. Your phone will then update the weather at the interval you set.


## Sharing weather information

Your phone lets you send weather information as a text message to remind your family and friends of weather changes.




1. On the home screen, touch **Tools** >  .
2. Flick left or right to find the city whose weather you want to share.
3. Touch  to display the messaging screen.
4. You can then:
  - Enter a phone number.
  - Touch  to select a contact.
5. Touch **Send** to send the weather information to the recipient.


## FM radio

Want to listen to your favorite broadcast programs? Open **FM Radio** anytime anywhere you like.

 Connect a headset to the phone. **FM Radio** utilizes the headset as an antenna.

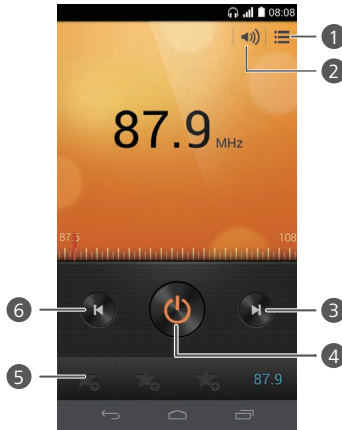
## Searching for stations







1. On the home screen, touch **Tools** >  .
2. Touch  >  to search for and save available stations.

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

## Listening to FM radio

From the **FM Radio** screen, you can:




- 1 Touch  to view the station list.
- 2 Touch  to enable or disable the speaker.
- 3 Touch  to go to the next station.
- 4 Touch  to turn the FM radio on or off.
- 5 Touch  to add the current station to your favorites.
- 6 Touch  to return to the previous station.

## Backup


**Backup** lets you back up your important data and restore them after a system upgrade or reset.

### Backing up data to local storage

1. On the home screen, touch **Mgmt.** > .
2. Touch **Back up to SD card.**

3. Select the data you want to back up.
4. Touch **BACKUP**.
5. Enter a password when prompted.
6. Touch **OK** again.  
By default, backup files are saved to the **HuaweiBackup** folder in **File manager**.

## Restoring data from local storage


1. On the home screen, touch **Mgmt.** > .
2. Touch **Restore from SD card**.
3. From the backup file list, choose the files you want to restore.
4. Enter the backup password.
5. Touch **OK**.
6. Touch **RESTORE**.




# Accounts and sync



You can synchronize data on your phone, such as contacts, emails, and events, to and from the Internet.

## Adding an account


1. On the home screen, touch  then the **All** tab.
2. Under **ACCOUNTS**, touch **Add account**.
3. Select an account type.
4. Follow the onscreen instructions and enter your account information.
5. Configure the account and set the type of data you want to synchronize.  
When an account is set up, it will be shown in the **ACCOUNTS** section.

 The types of data you can synchronize to your phone vary with account type.



## Deleting an account

1. On the home screen, touch  then the **All** tab.
2. Under **ACCOUNTS**, select an account type.
3. Select the account you want to delete.
4. Touch  > **Remove account**.
5. In the displayed dialog box, touch **Remove account**.


## Turning on data synchronization

1. On the home screen, touch  then the **All** tab.
2. Under **ACCOUNTS**, select an account type.
3. Select the account you want to synchronize from.

4. Touch the data you want to synchronize.

 You can touch  > **Sync now** to have the data synchronization run in the background.

## Modifying account synchronization settings

1. On the home screen, touch  then the **All** tab.
2. Under **ACCOUNTS**, select an account type.
3. Select the account whose synchronization settings you want to modify.
4. Under **Sync settings**, select the data you want to synchronize.


# Settings

## Turning on or off airplane mode

Always comply with all airline rules and regulations. If allowed by the aircraft operator, you may switch on your phone and enable airplane mode in flight.



In airplane mode, your phone's wireless features are disabled, but you can still listen to music or play games.

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


- Press and hold the power button. From the displayed option menu, choose **Airplane mode**.
- On the home screen, touch  then the **All** tab. Under **WIRELESS & NETWORKS**, touch **Airplane mode**.

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

## Tone settings


1. On the home screen, touch  then the **All** tab.
  2. Under **DEVICE**, touch **Sound**.
  3. From the settings screen, you can:
    - Touch **Volume** and drag the sliders to set the volume of music, ringtones, message tones, and more.
    - Touch **Vibration** to set whether your phone vibrates when you have an incoming call, message, email, event, and more.
    - Touch **Silent mode** to turn on or off silent mode.
    - Touch **Phone ringtone** to select a ringtone.
    - Touch **Notification tone** to select a tone for messages, emails, events, and more.
-  You can adjust the volume from the home screen or most applications, such as call, music, and video.

## Display settings

1. On the home screen, touch  then the **All** tab.
2. Under **DEVICE**, touch **Display**.
3. On the settings screen, you can:
  - Touch **Brightness** to set the screen brightness. To manually adjust the brightness, clear the **Automatic brightness** check box.
  - Touch **Wallpaper** to set the lock screen and home screen wallpapers.
  - Touch **Auto-rotate screen** to turn on or off the screen auto-rotate function. If this function is turned on, your screen's orientation will automatically change with the way you hold your phone when you perform certain operations, such as browsing a web page, viewing a picture, or writing a message.
  - Touch **Sleep** to set a screen timeout period. If idle for the specified period, your phone automatically locks its screen to save battery power.
  - Touch **Daydream** to turn on or off the screen saver. If this function is enabled, the screen saver will automatically run while your phone is being charged.
  - Touch **Font size** to change the display font size.


## Setting the date and time

By default, your phone relies on the network-based date and time. You can also manually set the date and time.

1. On the home screen, touch  then the **All** tab.
2. Under **SYSTEM**, touch **Date & time**.
3. From the settings screen, you can:
  - Clear the **Automatic date & time** check box to stop your phone from automatically obtaining the network date and time.
  - Clear the **Automatic time zone** check box to stop your phone from automatically obtaining the network time zone.


- Touch **Set date** and flick up and down to set your phone's date.
- Touch **Set time** and flick up and down to set your phone's time.
- Touch **Select time zone** and select the time zone from the list. Scroll up or down to view more time zones.
- Select or clear the **Use 24-hour format** check box to switch between the 12-hour and 24-hour formats.
- Touch **Select date format** to select how you want the date to be displayed.

## Changing the system language

1. On the home screen, touch  then the **All** tab.
2. Under **PERSONAL**, touch **Language & input**.
3. Touch **Language**.
4. From the list, choose a language.

## Modifying location service settings

You can modify your phone's location service settings for more convenient positioning and navigation services.


1. On the home screen, touch  then the **All** tab.
2. Under **PERSONAL**, touch **Location access**.
3. From the settings screen, you can:
  - Touch **Access my location** to enable your phone to use your location information.
  - Touch **GPS satellites** to have your phone obtain your location information from GPS satellites.
  - Touch **Wireless networks** to have your phone obtain your location information from a Wi-Fi network or mobile data connection.

## Restoring factory settings

Restoring your phone to its factory settings erases all your personal data from the phone, including your email accounts, system and application settings, and installed applications.



Back up important data on your phone before you restore factory settings.


1. On the home screen, touch  then the **All** tab.
2. Under **PERSONAL**, touch **Backup & reset**.
3. Touch **Factory data reset > Reset phone > Reset phone**.  
The phone will restore its factory settings and restart.

## Updating your phone




- Using unauthorized third-party software to update your phone may damage your phone or disclose your personal information. It is recommended that you update your phone online or use official update packages compatible with your phone.
- 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

1. On the home screen, touch .
2. Under **All**, touch **About phone**.
3. Touch **System update > Online update** and follow the onscreen instructions to update your phone.


### Local update

1. Download the update package from <http://consumer.huawei.com/en/>, and save the **dload** folder in the update package to the root directory of the microSD card.

2. On the home screen, touch  .
3. Under **All**, touch **About phone**.
4. Touch **System update** > **Local update** and follow the onscreen instructions to update your phone.

## Accessibility







You can turn on or off preset or installed accessibility features.

1. On the home screen, touch  then the **All** tab.
2. Under **SYSTEM**, touch **Accessibility**.
3. Select the features you want to turn on or off.



# FAQs

## What are some ways I can save battery power?

- When you do not need Internet access, open the notification panel and touch  to turn off your mobile data connection.
- When you do not need wireless data services, such as GPS, Bluetooth, or Wi-Fi, open the notification panel, and touch , , or  to turn off these services.
- Touch  > **All** > **Display** to reduce the screen brightness and screen timeout period. Press  to turn off the screen when your phone is not in use.
- Close applications that are not in use.
- Decrease the volume.

## How can I free up additional phone memory?


- Move files and email attachments to a microSD card.
- Open the browser and delete locally cached content.
- Clear the application cache.
- Uninstall applications you no longer use.

## How do I use a microSD card to import contacts from another phone?

Your phone supports contact files in .vcf format only.

1. Save the contacts you want to import as a .vcf file and save the file to a microSD card.
2. Insert the microSD card into your phone, and touch **File Manager** then **SD card** to find the .vcf file.
3. Touch the .vcf file. Your phone then displays a message asking whether you want to import the contacts.


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

 Compatibility problems may occur with .vcf files created by other phones, and certain contact information may be lost when contacts are imported.


### **How do I set a song as my ringtone?**

In **Music**, touch and hold the song you want to set as the ringtone. From the displayed option menu, choose **Set as phone ringtone**.

### **How do I disable the Auto-rotate screen function?**

On the home screen, touch  then **ALL > Display**, and clear **Auto-rotate screen**.

### **How do I set a screen unlock pattern?**

On the home screen, touch  then **Security > Screen lock > Pattern**, and follow the onscreen instructions to set a screen unlock pattern.

### **How do I switch the text input method?**

When you write text, open the notification panel and touch **Select input method** to select an input method.

### **How do I stop the song playing in the background?**

Open the notification panel, touch the playing song to display the music playback screen, and stop the playback.

### **How do I return to the call screen?**

To return from another screen during a call, open the notification panel and touch the ongoing call.

### **How do I move an application icon on the home screen?**

Touch and hold the application icon you want to move and drag it to a new location.

### How do I hide the onscreen keyboard?

Touch  to hide the keyboard.

### How do I forward a message?

Touch and hold the message you want to forward, and choose **Forward** from the displayed option menu.

### How do I restart my phone?

Press and hold , and touch **Restart** > **OK** to restart your phone.

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