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Installing the Battery and a microSD Card

Switch off your phone before installing or replacing the battery or the microSD card. You have the option to install a microSD card of up to 32 GB to expand your phone’s storage capacity. The microSD card can be installed and removed while the phone is turned on. Unmount the microSD card before removing it.

1. Remove the back cover.

2. Hold your microSD card with the metal contacts facing down and slide it in.

3. Insert the battery by aligning the metal contacts on the battery with the metal contacts in the battery compartment. Gently push down on the battery until it clicks into place.

4. Press the cover gently back into place until you hear a click.
Charging the Battery
When you first get your new phone, you’ll need to charge the battery. If the battery is low, there will be a pop-up message on the screen. As you charge your phone, the screen will tell you the exact battery level each time you wake up your phone.

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

1. Connect the adapter to the charging port. Ensure that the adapter is inserted with the correct orientation. Do not force the connector into the charging port.

2. Connect the charger to a standard AC wall outlet. If the phone is on, you’ll see a charging icon, such as or , appear in the Status Bar.

3. Disconnect the charger when the battery is fully charged.

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

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

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

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

To unlock the screen and keys:
1. Press the Power/Lock Key to turn the screen on.
2. Tap and hold at the center of the screen.

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

Using the Touch Screen
Your phone’s touch screen lets you control actions through a variety of touch gestures.
• Tap – When you want to type using the on-screen keyboard, select items on screen (such as application and settings icons), or press on-screen buttons, simply tap them with your finger.
• Tap and Hold – To open the available options for an item (for example, a message or link in a web page), tap and hold the item.
• Swipe or Slide – To swipe or slide means to quickly drag your finger vertically or horizontally across the screen.
• Drag – To drag, press and hold your finger with some pressure before you start to move your finger. While dragging, do not release your finger until you have reached the target position.

• Pinch – In some apps (such as Maps, Browser, and Gallery), you can zoom in and out by placing two fingers on the screen at once and pinching them together (to zoom out) or spreading them apart (to zoom in).
• Rotate the screen – For most screens, you can automatically change the screen orientation from portrait to landscape by turning the phone sideways.
Key Functions

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<th>Key</th>
<th>Description</th>
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<tr>
<td>Power/Lock Key</td>
<td>Press and hold to turn on or off Airplane mode, enable silent mode/vibration mode/sound, or to power off. Press to switch your phone to Sleep mode. Press to wake up your phone.</td>
</tr>
<tr>
<td>Home Key</td>
<td>Press to return to the Home Screen from any application or screen. Press and hold to open Google Search.</td>
</tr>
<tr>
<td>Menu Key</td>
<td>Press for current screen options. Press and hold to see recently used applications.</td>
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<tr>
<td>Back Key</td>
<td>Press to go to the previous screen.</td>
</tr>
<tr>
<td>Volume Up/Down Keys</td>
<td>Press or hold to turn the volume up or down.</td>
</tr>
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</table>
Changing the System Language
1. Press the Home Key > Menu Key > System settings > Language & input > Language.
2. Select the language you need.

Setting the Date and Time
1. Press the Home Key > Menu Key > System settings > Date & time.
2. Uncheck Automatic date & time and Automatic time zone if you want to set the date, time, and time zone by yourself.
3. Set the date, time, time zone, and date/time format.

Changing the Ringtone
You can customize the default ringtone for incoming calls quickly.
1. Press the Home Key > Menu Key > System settings > Sound.
2. Tap Phone ringtone.
3. Scroll through the ringtone list and select the ringtone you want to use.
4. Tap OK.

Changing the Notification Sound
You can customize the default notification sound quickly.
1. Press the Home Key > Menu Key > System settings > Sound.
2. Tap Default notification.
3. Scroll through the list and select the ringtone you want to use.
4. Tap OK.

Turning On/Off Touch Sounds
1. Press the Home Key > Menu Key > System settings > Sound.
2. Check or uncheck Touch sounds.

Adjusting Volumes
1. Press the Home Key > Menu Key > System settings > Sound > Volumes.
2. Drag the sliders to adjust the volume for each type of audio.
3. Tap OK to save.
TIP: You can adjust the media volume when a media application is in use by pressing the Volume Up/Down Keys. If no media application is active, press the Volume Up/Down Keys to adjust ringtone volume (or the earpiece volume during a call).

Personalizing

Home Screen
You can customize your Home Screen. Set your own wallpaper, add the widgets or application shortcuts you need, or remove them as you like.
Switching to Silent Mode
You can set the phone to silent mode by using one of the following methods:

• Press and hold the Power/Lock Key and then tap to enable silent mode, tap to enable silent mode with vibration, or tap to disable silent mode.
• Keep pressing the Volume Down Key when no media application is active. When the icon appears in the Status Bar, the phone is set to silent mode with vibration. When the icon appears in the Status Bar, the phone is in silent mode.
• Press the Home Key > Menu Key > System settings > Sound > Silent mode, and tap Vibrate or Mute.

Applying New Wallpapers
You can set the wallpaper for the Home Screen or Lock Screen.
1. Press the Home Key > Menu Key > Wallpaper.
2. Tap Home or Lock screen.
3. Select a wallpaper source from Gallery, Live Wallpapers, or Wallpapers and choose the image or animation you want to use as the wallpaper. Some cropping may be needed for Gallery images.
4. Tap Done at the top of the screen (for Gallery images) or Set wallpaper.

NOTE: Live Wallpapers are not available for the Lock Screen.

Changing the Screen Brightness
1. Press the Home Key > Menu Key > System settings > Display > Brightness.
2. Check the Automatic brightness box to make the phone adjust the screen brightness automatically, or clear the check box to adjust the brightness manually.
3. Tap OK.

Protecting Your Phone With Screen Locks
You can protect your phone by creating a screen lock. When enabled, you need to draw a pattern or enter a numeric PIN or password to unlock the phone’s screen and keys.
1. Press the Home Key > Menu Key > System settings > Security.
2. Tap Screen lock.
3. Tap Long press, Pattern, PIN or Password.
   • If you tap Long press, simply tap and hold at the center of the screen to unlock the phone. Tap and drag the icon in any direction to access application shortcuts.
   • If you tap Pattern, you’re guided to create a pattern you must draw to unlock the screen. The first time you do this, a short tutorial about creating an unlock pattern appears. Then you’re prompted to draw and redraw your own pattern.
   • If you tap PIN or Password, you’re prompted to set a numeric PIN or a password you must enter to unlock your screen.
   The next time you turn on your phone or wake up the screen, you must draw your unlock pattern or enter your PIN or password to unlock it.
   IMPORTANT: Screen lock options are listed in the approximate order of the strength of their security, starting with None, which provides no security.
   If you forget the pattern you set, try five times and tap Forget pattern? to sign in to the Google account you have added on the phone and reset the screen lock.
   IMPORTANT: If you forget your pattern or PIN, you’ll need to perform a factory data reset, which erases all your data.

Protecting Your Phone With Encryption
You can encrypt all the data on your phone: Google accounts, application data, music and other media, downloaded information, and so on. If you do, you must enter a numeric PIN or password each time you power on your phone.
WARNING! Encryption is irreversible. The only way to revert to an unencrypted phone is to perform a factory data reset, which erases all your data. Encryption provides additional protection in case your phone is stolen, and may be required or recommended in some organizations. Consult your system administrator before turning it on. In many cases the PIN or password you set for encryption is controlled by the system administrator.

Before turning on encryption, prepare as follows:
1. Set a lock screen PIN or password.
2. Charge the battery.
3. Keep the phone connected to the charger.
4. Schedule an hour or more for the encryption process. You must not interrupt it or you will lose some or all of your data.
Known the Basics

When you’re ready to turn on encryption:
1. Press the Home Key > Menu Key > System settings > Security > Encrypt phone.
2. Read the information about encryption carefully. The Encrypt phone button is dimmed if your battery is not charged or your phone is not plugged in. If you change your mind about encrypting your phone, press the Back Key. WARNING! If you interrupt the encryption process, you will lose data.
3. Tap Encrypt phone.
4. Enter your lock screen PIN or password and tap Next.
5. Tap Encrypt phone again. The encryption process starts and displays its progress. Encryption can take an hour or more, during which time your phone may restart several times. When encryption is complete, you’ll be prompted to enter your PIN or password. Subsequently, you must enter your PIN or password each time you power on your phone to decrypt it.

Indicators and Icons

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<td>E</td>
<td>EDGE connected</td>
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<tr>
<td>3G</td>
<td>3G connected</td>
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<td>Aircraft</td>
<td>Flight mode</td>
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<td>Battery</td>
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<td>Battery</td>
<td>Battery low</td>
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<tr>
<td>Battery</td>
<td>Battery partially drained</td>
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<tr>
<td>Battery</td>
<td>Battery full</td>
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<td>Battery</td>
<td>Battery charging</td>
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<td>Mobile data in use</td>
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<td>Ringer off</td>
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<td>Vibrate mode</td>
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<td>Bluetooth on</td>
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<td>Connected to a Wi-Fi network</td>
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<td></td>
<td>Wired headset connected</td>
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<td></td>
<td>Alarm set</td>
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Monitoring the Phone Status

The Status Bar at the top of the Home Screen provides phone and service status icons on the right side. Below are some of the icons you may see.
Managing Notifications
The Status Bar at the top of the Home Screen provides notification icons on the left.
Below are some of the icons you may see.

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<td>🔄</td>
<td>New MMS</td>
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<td>New Email</td>
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<td>📩</td>
<td>New Google Talk instant message</td>
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<td>📞</td>
<td>Call in progress</td>
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</tr>
<tr>
<td>🌐</td>
<td>GPS on</td>
</tr>
<tr>
<td>🔄</td>
<td>Updates available</td>
</tr>
</tbody>
</table>

Opening/Closing the Notification Panel
Notifications report the arrival of new messages, calendar events, and alarms, as well as ongoing events. You can open the Notification Panel to view the details of notifications.
- To open the Notification Panel, swipe your finger down from the top of the screen.
- To close the Notification Panel, swipe your finger up from the bottom of the screen or tap the Back Key.

Responding to or Removing a Notification
In the Notification Panel, you can respond to a notification or remove the notifications.
- To respond to a notification, tap it.
- To remove a notification, swipe it left or right.
- To remove all notifications, tap in the top right corner.
- Most apps that send notifications, such as Gmail and Google Talk, have notification settings that you can adjust.

**TIP:** In the Notification Panel, tap at the top of notifications list to get to the Settings menu quickly.

Managing Shortcuts and Widgets

Adding Shortcuts and Widgets
1. Press the Home Key > 🔄.
2. Tap WIDGETS or APPS to view the available widgets and shortcuts.
3. Tap and hold a widget or app and drag it to the Home Screen.

Moving Shortcuts or Widgets
1. Tap and hold a widget or shortcut on the Home Screen.
2. Drag it to the place you need.

Removing Shortcuts or Widgets
1. Tap and hold a widget or shortcut on the Home Screen.
2. Drag it to ✖ to remove it.

Adjusting Widget Size
1. Tap and hold a widget on the Home Screen and then release it.
2. An outline appears around the widget. Drag the outline to resize the widget.

**NOTE:** Not all widgets can be resized.
Organizing With Folders
You can create folders on the Home Screen and add several shortcuts in a folder.

Creating a Folder
1. Tap and hold the shortcut on the Home Screen you want to add into a folder until a new folder will be created and the shortcut is added to the folder.

2. Drag the shortcut to and release it. A new folder will be created and the shortcut is added to the folder.

Renaming a Folder
1. Tap a folder to open it.
2. Tap the folder name field and enter a new name.

Adding Shortcuts to a Folder
1. Tap and hold a shortcut and then drag it onto a folder icon.
2. Release the shortcut and it will be added into the folder.

Removing Shortcuts From a Folder
1. Tap a folder to open it.
2. Tap and hold the shortcut you want to remove and then drag it to the Home Screen.
3. Release the shortcut and it will be removed from the folder.

Rearranging the Favorites Tray
The Home Screen includes a customizable favorites tray at the bottom of all Home Screens. You can drag apps, shortcuts, folders, and other priority items in or out of the favorites tray for instant access from any Home Screen.

Removing Items From the Favorites Tray
Tap and hold an item in the favorites tray and drag it out of the tray.

Adding Items to the Favorites Tray
Tap and hold an item on the Home Screen and drag it into the favorites tray. If the favorites tray is full, you need to remove an item in the tray.

Entering Text
You can enter text using the on-screen keyboard. Some apps open it automatically. In others, you open it by tapping where you want to type. You can press the Back Key to hide the on-screen keyboard.

Changing Input Method
1. When you use the on-screen keyboard to enter text, the icon appears in the Status Bar.
2. Open the Notification Panel and tap Choose input method.
3. Select an input method.

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

TouchPal Keyboard
The TouchPal keyboard offers three layouts: Full QWERTY, 12-Key PhonePad, and CooTek T+.

To switch the keyboard layout:
1. From the home screen, tap > System settings > Language & input next to TouchPal Keyboard > Keyboard layout.
2. Check the box next to Swipe layout.
3. On the TouchPal keyboard screen, tap uncheck the Curve check box, and tap Close.
4. Swipe left or right on the TouchPal keyboard to switch between the Full QWERTY, 12-Key PhonePad, and CooTek T+ keyboards.
Knowing the Basics

Full QWERTY

- Tap the alphabetic keys to enter letters.
- Tap ● to use uppercase or lowercase letters. This key also changes to indicate the current case you are using: ● for lowercase, ● for uppercase, and ● when locked in uppercase.
- Slide right on ● to enable word prediction. Slide left on ● to disable word prediction.
- Tap ● to change the input language.
- Tap ● to enter digits, symbols, emoticons and other pre-defined texts. Tap ● to access more. Tap ● / ● to lock or unlock text input. Tap ● to go back to entering letters.
- Tap ● to start a new line.
- Tap or tap and hold to delete text before the cursor.
- Tap ● to access the quick settings of TouchPal keyboard.
- Tap ● to change the TouchPal keyboard settings.
- Tap ● to open text editing options. You can select, cut, copy, paste, and delete text, or move the cursor.
- Tap ● to use voice input.
- Tap ● to hide the on-screen keyboard. Tap the Type message field again to show the keyboard.

12-Key PhonePad

Tap a key repeatedly until the desired letter or symbol appears. If word prediction is enabled (●), just tap the keys once and choose the right word.

CooTek T+

Tap to enter the left letter on the key; Double-tap to enter the desired letter/symbol on the key. If word prediction is enabled (●), just tap the keys and choose the right word.

To enable and use TouchPal Curve:

1. On the TouchPal keyboard screen, tap ●, check the box next to Curve, and tap Close.
2. Move your finger from letter to letter on the keyboard to trace a word without lifting the finger until you reach the end of the word.

NOTE: TouchPal Curve is only available in the Full QWERTY layout.

TIPS:
- To enter a single letter, simply tap it.
- Lift your finger at the end of the word. A space is added automatically when you begin to trace the next word.

Touch Input Settings

Choose the touch input settings by pressing the Home Key > Menu Key > System settings > Language & input.

In the KEYBOARD & INPUT METHODS section, you can set the default input method and choose the settings for input methods.

Editing Text

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

• Select text: Tap and hold or double-tap within the text. The nearest word highlights, with a tab at each end of the selection. Drag the tabs to change the selection.

• Cut or copy: Select the text you want to manipulate. Then tap the Cut or Copy button to cut or copy the text to the clipboard.

• Replace text with the clipboard text: Select the text you want to replace. Then tap the clipboard button.

• Insert text from the clipboard: Move the cursor to the insertion point and then tap and hold the tab below the cursor. Release your finger and tap PASTE.

Opening and Switching Apps

Opening an App
1. Press the Home Key > .
2. Slide left or right on the screen and tap an app to open it.

Switching Between Recently Opened Apps
1. Press and hold the Menu Key. A list of the names and thumbnails of apps you’ve recently used opens. If you’ve been using more apps recently than can fit on the screen, you can scroll the list up and down.
2. Tap a thumbnail to open that app. You can swipe a thumbnail sideways to remove it from the list.

Connecting to Networks and Devices

Connecting to Mobile Networks

Enabling or Disabling Data Access
1. Press the Home Key > Menu Key > System settings > Mobile networks.
2. Check Data enabled to enable data access over the mobile network. Clear the check box to disable data access.

Enable Always-on Data Access
1. Press the Home Key > Menu Key > System settings > Mobile networks.
2. Check Always-on mobile data to allow applications to update data automatically.

IMPORTANT: When you enable this option, more data traffic will be generated for automatic updates of applications data. Your phone will also consume more power.

Getting Data Services When Roaming
1. Press the Home Key > Menu Key > System settings > Mobile networks.
2. Check Data roaming.

IMPORTANT: Depending on your service provider and rate plan, data roaming may incur significant roaming charges.

Setting Access Point Names
To connect to the Internet you can use the default Access Point Names (APN). And if you want to add a new APN, please contact your service provider to get the necessary information.
1. Press the Home Key > Menu Key > System settings > Mobile networks > Access Point Names.
2. Press the Menu Key > New APN.
3. Tap each item to enter the information you get from your service provider.
4. Tap Save.

TIP: To set the APN to default settings, press the Menu Key > Reset to default.

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

Turning Wi-Fi On and Connecting to a Wi-Fi Network
1. Press the Home Key > Menu Key > System settings > Wi-Fi.
2. Slide the Wi-Fi switch to the ON position to turn on Wi-Fi.
3. Tap a network name to connect to it.
Connecting to Networks and Devices

Getting Notified of Open Networks
1. Press the Home Key > Menu Key > System settings > Wi-Fi.
2. Slide the Wi-Fi switch to the ON position.
3. Press the Menu Key > Advanced.
4. Check Network notification.

Adjusting Advanced Wi-Fi Settings
1. Press the Home Key > Menu Key > System settings > Wi-Fi.
2. Press the Menu Key > Advanced to adjust the following settings.
   - Network notification: Get notifications in the Status Bar when Wi-Fi is on and an open network is available.
   - Keep Wi-Fi on during sleep: Choose whether or not to keep Wi-Fi on in Sleep mode.
   - Avoid no Internet connections: Only use a Wi-Fi network when the Internet connection is good.
   - MAC address: Check the MAC address.
   - IP address: Check the phone’s IP address.

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

To connect to a secured network, you first need to get the security details from the network’s administrator.
1. Press the Home Key > Menu Key > System settings > Wi-Fi.
2. Slide the Wi-Fi switch to the ON position.
3. Tap the Wi-Fi network name and then tap Forget.

Forgetting a Wi-Fi Network
You can make your phone forget the details of a Wi-Fi network that you added—for example, if you don’t want the phone to connect to it automatically or if it is a network that you no longer use.
1. Press the Home Key > Menu Key > System settings > Wi-Fi.
2. Slide the Wi-Fi switch to the ON position.
3. Tap the Wi-Fi network name and then tap Forget.

Connecting to Bluetooth Devices
Bluetooth is a short-range wireless communication technology. Phones or other devices with Bluetooth capabilities can exchange information wirelessly within a distance of about 32 feet (10 meters). The Bluetooth devices must be paired before the communication is performed.

Turning Bluetooth On/Off
1. Press the Home Key > Menu Key > System settings > Bluetooth.
2. Slide the Bluetooth switch to the ON or OFF position.

Changing the Device Name
1. Press the Home Key > Menu Key > System settings > Bluetooth.
2. Slide the Bluetooth switch to the ON position if Bluetooth is off.
3. Press the Menu Key > Rename phone.
4. Edit the name and tap Rename.

Pairing With Another Bluetooth Device
1. Press the Home Key > Menu Key > System settings > Bluetooth.
2. Slide the Bluetooth switch to the ON position if Bluetooth is off.

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

Sending Data via Bluetooth
1. Open the appropriate application and select the file or item you want to share.
2. Select the option for sharing via Bluetooth. The method may vary by application and data type.
3. Tap a Bluetooth device the phone has paired with or wait for it to search for new devices and tap one of them.
Depending on the type of VPN you are using, you may be required to enter your login credentials or install security certificates before you can connect to your VPN. You can get this information from your network administrator.

Adding a VPN
1. Press the Home Key > Menu Key > System settings > More > VPN.
2. You may be prompted to set a lock screen (see Personalizing – Protecting Your Phone With Screen Locks). If not, tap Add VPN profile and fill in the information provided by your network administrator.
3. Tap Save.

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

Erasing the microSD Card
1. Press the Home Key > Menu Key > System settings > Storage.
2. Scroll down and tap Erase SD card > Erase everything.

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

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

Modifying a VPN
1. Press the Home Key > Menu Key > System settings > More > VPN.
2. Tap and hold the VPN that you want to modify.
3. Tap Edit profile and edit the VPN settings.
4. Tap Save.

Deleting a VPN
1. Press the Home Key > Menu Key > System settings > More > VPN.
2. Tap and hold the VPN that you want to delete.
3. Tap Delete profile.

Phone Calls

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

Answering a Call
When you receive a phone call, drag ⬇️ to the center to answer the call.

NOTE: To silence the ringer before answering the call, press the Volume Up/Down Keys.

Rejecting a Call
When you receive a phone call, drag ⬇️ to the center to reject the call.
You can also drag ⬇️ to the center to reject the call and send a preset text message to the caller.

TIP: To edit the text response from within the Phone app, tap the Menu Key > Settings > Quick responses.

Placing and Ending Calls

Placing a Call by Dialing
1. Press the Home Key > ⬇️.
2. In the dialer, enter the phone number with the on-screen keypad. Tap ⬆️ to delete incorrect digits.

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

TIP: To make an international call, you may first need to dial an access number. Check with your service provider. Tap and hold the 0 key to enter the plus (+) symbol. Next, enter the country code followed by the city/area code and then the phone number.

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

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

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

To open the call log, press the Home Key > ⬇️ > Call log.

Placing a Call From the Call Log
1. Open the Call Log.
2. Tap a number for more information about the call, or tap a card, or tap ⬇️ beside it to call back.

NOTE: You can tap ⬇️ on the bottom of the screen and select the type of call log you want to view.
Phone Calls

Adding a Call Log Number as a Contact
1. Open the Call Log.
2. Tap a number to view more call information.
3. Tap \( \text{Delete} \) to save.
4. To add the number to an existing contact, tap \( \text{Add to existing} \) and select a contact in the list. To add a new contact, tap \( \text{New contact} \).

Taking Other Actions on a Call Log Entry
1. Open the Call Log.
2. Tap a number to view more call information. While viewing the call details, you can:
   • Tap \( \text{Call} \) to call a number.
   • Tap \( \text{Edit number before call} \) to edit the number in the dialer before calling it.
   • Tap \( \text{Send} \) to send a message.
   • If the number belongs to a contact you already have, tap \( \text{View} \) to view contact details.

Deleting the Call Log
1. Open the Call Log.
2. Press the Menu Key > \( \text{Multi-Select} \).
3. Tap the call log items you want to delete and then tap \( \text{Delete} \) to delete the call logs.

NOTE: You can also tap a number in the call log screen, and tap \( \text{Delete} \) at the bottom to delete the call log of the number.

Calling Your Contacts

Calling a Contact
1. Press the Home Key > \( \text{Contacts} \) and then tap the Contacts tab \( \text{Contacts} \).
2. Flick the screen up or down to view all your contacts with phone numbers.

TIP: You can search for a contact by tapping \( \text{Search} \) on the screen.
3. Tap a contact for more information about the call, or tap \( \text{Call} \) next to the contact’s name to call.

Calling a Favorite Contact
1. Press the Home Key > \( \text{Contacts} \) and then tap the Contacts tab \( \text{Contacts} \).
2. Your favorite contacts and frequently called contacts or numbers are listed at the top of the screen. Tap a contact for more information about the call, or tap \( \text{Call} \) next to the contact’s name to call.

Checking Voicemail

If you have set the phone to divert certain calls to voicemail, callers can leave voicemail messages when they cannot reach you. Here’s how to check the messages they left:
1. Press the Home Key > \( \text{Voicemail} \).
2. And hold \( \text{“1”} \) in the dialer. If prompted, enter your voicemail password.
3. Follow the voice prompts to listen to and manage your voicemail messages.

NOTE: To set your voicemail service, press the Menu Key > Settings > Voicemail in the dialer and tap the voicemail settings you want to change. For detailed information, please contact your service provider.

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

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

Switching Between Current Calls
When you’re on a call, your phone screen informs you that another call is coming in and displays the caller ID.

To respond to an incoming call while you’re on a call:
Drag \( \text{Answer} \) over \( \text{End call} \), to answer the call. This puts the first caller on hold and answers the second call.

To switch between two calls:
Tap \( \text{Switch} \).

Setting Up a Conference Call
With this feature, you can talk to two people at the same time.
1. On the dialer screen, enter a number and tap \( \text{Call} \).
2. Once you have established the connection, tap \( \text{Call} \) and dial the second number. This puts the first caller on hold and dials the second number.
3. When you’re connected to the second party, tap \( \text{Call} \).

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

To end the conference call, tap \( \text{End} \).
Adjusting Your Call Settings

Using Fixed Dialing Numbers

Fixed Dialing Numbers (FDN) allows you to restrict outgoing calls to a limited set of phone numbers.

1. Press the Home Key > .
2. Press the Menu Key > Settings > Fixed Dialing Numbers.
3. The following options are available:
   - Enable FDN: Input the PIN2 code to enable the FDN feature.
   - Change PIN2: Change the PIN2 code for FDN access.
   - FDN list: Manage the FDN list.

NOTE: The PIN2 code is provided by your carrier. Entering an incorrect PIN2 code more times than allowed can lock your SIM card. Contact your service provider for assistance.

Editing Quick Response to Rejected Callers

1. Press the Home Key > .
2. Press the Menu Key > Settings > Quick responses.
3. Tap the text message to edit it.

Setting Up Voicemail

1. Press the Home Key > .
2. Press the Menu Key > Settings.
3. Tap Voicemail > Service to select your voicemail service provider. Your carrier is the default.
4. Tap Setup > Voicemail number to edit the voicemail number if necessary.

Setting Speed Dials

You can touch and hold the 2-9 Keys from the dialer to call the corresponding speed dial number.

The number 1 Key is reserved to speed dial your voicemail.

1. Press the Home Key > .
2. Press the Menu Key > Settings > Speed dial.
3. Tap a speed dial key.
4. Enter a phone number or select one from the contacts list.
5. Tap OK.

Setting Up TTY Mode

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

1. Press the Home Key > .
2. Press the Menu Key > Settings > TTY mode.
3. Tap TTY Off to turn the feature off, or tap TTY Full, TTY HCO, or TTY VCO to select a mode for your phone to work with the teletypewriter. Consult your teletypewriter manufacturer’s manual if necessary.

Setting DTMF Tones

You can set the length of Dual-tone multi-frequency (DTMF) signal tones.

1. Press the Home Key > .
2. Press the Menu Key > Settings > DTMF tones.
3. Tap Normal or Long.

Barring Certain Calls

Call Barring allows you to forbid certain types of calls from your phone.

1. Press the Home Key > .
2. Press the Menu Key > Settings > Call Barring Settings.
3. Set the restriction of specific types of calls from your phone.

Forwarding Incoming Calls

Call forwarding feature allows you to forward your incoming calls to another phone number.

1. Press the Home Key > .
2. Press the Menu Key > Settings > Call Forwarding.
3. Tap an available option (Always forward, Forward when busy, Forward when unanswered, or Forward when unreachable) to enable it.

Other Options

1. Press the Home Key > .
2. Press the Menu Key > Settings > Additional settings.
3. Tap Caller ID to choose whether your number is displayed when someone receives your outgoing call. Or check Call waiting to get notified of incoming calls during a call.

NOTE: Please contact your service provider to check whether the caller ID and call waiting features are available.

Internet Call Settings

Adding an Internet Calling Account

To add an Internet calling account:

1. Press the Home Key > .
2. Press the Menu Key > Settings > Accounts.
3. Tap Add account.
4. Follow the instructions from your Internet calling service provider to configure the settings for your account.
5. Press the Back Key to save.
Phone Calls

To configure which calls use Internet calling:
You can configure your phone to place all calls using Internet calling (when you’re connected to a Wi-Fi network), just calls to Internet calling addresses, or to ask each time you place a call.
1. Press the Home Key > .
2. Press the Menu Key > Settings > Use Internet calling.
3. Tap the Internet calling option you want.

Configuring Your Phone to Receive Internet Calls
By default, your phone is configured to make Internet calls, but not to ensure that you will receive them. But you can configure your phone to listen for Internet calls made to an Internet calling account you added to your phone.
1. Press the Home Key > .
2. Press the Menu Key > Settings > Accounts.
3. Check Receive incoming calls. Checking this setting will reduce your battery life between charges.

People

You can add contacts on your phone and synchronize them with the contacts in your Google account or other accounts that support contact syncing.
To see your contacts, press the Home Key > . From there, you can tap the tabs to quickly switch to the contact groups or favorite contacts.

Checking Contact Details
1. Press the Home Key > to access your contact list.
2. Scroll through the list to view all your contacts.
3. Tap a contact to view its details.
TIP: If you have a lot of contacts stored, you’ll see a slider when you tap the right side of the screen. To go directly to a letter, tap and hold the slider and drag it to a letter.

Adding a New Contact
1. Press the Home Key > .
2. Tap to add a new contact.
3. Tap Phone contact to choose where to save the contact. If a sync account is selected, the contacts will be synced automatically with your account online.
4. Enter the contact name, phone numbers, email addresses, and other information.
5. Tap Done to save the contact.

Setting Up Your Own Profile
You can create your own name card in your phone.
1. Press the Home Key > .
2. Tap Set up my profile or your name, whichever is at the top of the contact list.
3. Edit your profile information and tap Done.

Importing, Exporting, and Sharing Contacts
You can import/export contacts to/from your SIM or microSD card. This is especially useful when you need to transfer contacts between different devices. You can also quickly share your contacts using Bluetooth, Email, Messages, etc.

Importing Contacts From the SIM Card
1. Press the Home Key > .
2. Press the Menu Key > Import/export > Import from SIM Card.
3. Select an account in which to save the contacts.
4. Tap to select the contacts you need and then tap Export.
Importing Contacts From the microSD Card
1. Press Home Key > .
2. Press the Menu Key > Import/export > Import from SD card.
3. Select an account in which to save the contacts.
4. The phone will import all vCard file(s) automatically.

Exporting Contacts to the SIM Card
1. Press the Home Key > .
2. Press the Menu Key > Import/export > Export to SIM Card.
3. Tap to select the contacts you need and then tap Export.

Exporting Contacts to the microSD Card
1. Press the Home Key > .
2. Press the Menu Key > Import/export > Export to SD card.
3. The phone will prompt you with the name of the vCard file. Tap OK to create the file on the microSD card.

Sharing Contacts
1. Press the Home Key > .
2. Press Menu Key > Multi-Select.
3. Tap the contacts you want to share and then tap .

Working With Favorite Contacts
In the Favorite Contacts tab, you can find your favorite contacts and frequently used contacts.

Adding a Contact to Favorites
You can add the contacts used frequently to Favorites so you can find them quickly.
1. Press the Home Key > .
2. Tap a contact and then tap next to the contact name.

Removing a Contact From Favorites
1. Press the Home Key > .
2. Tap a favorite contact and then tap next to the contact name.

Working With Groups
Viewing Your Contact Groups
1. Press the Home Key > and tap the Contacts tab .
2. Tap in the lower left corner.
3. Scroll through the list to view the preset groups and any groups you have created.
4. Tap a group to view its members.

Sharing Contacts
1. Press the Home Key > .
2. Press Menu Key > Multi-Select.
3. Tap the contacts you want to share and then tap .

NOTE: To send messages to the group members, you can tap next to the group and select message recipients from the listed group members.

Setting Up a New Group
1. Press the Home Key > .
2. Tap in the lower left corner.
3. Tap to create a new group.
4. Tap the account field on the top of the screen to choose an account for the group.
5. Enter the group name and tap Done.
6. Tap and select the contacts you wish to be in the group.
7. Tap .

Deleting a Group
1. Press the Home Key > .
2. Tap .
3. Tap a group and then press the Menu Key > Delete group.
4. Tap OK to disband the group. The contacts in the group will not be deleted.

Editing Contacts
Editing Contact Details
1. Press the Home Key > .
2. Tap a contact to view the details.
3. Tap .
4. Edit the contact and tap Done.

Deleting a Contact
1. Press the Home Key > .
2. Tap a contact you want to delete and then press the Menu Key > Delete.
3. Tap OK to confirm.

Deleting Several Contacts
1. Press the Menu Key > Multi-Select in the Contacts screen.
2. Tap to select the contacts you want to remove and then tap OK.
3. Tap OK to confirm.

Joining Contacts
Your phone can synchronize with multiple accounts containing your contact information (such as Google and Microsoft Exchange ActiveSync®). When you synchronize your phone with those accounts, there might be duplicate entries for the same contact.

You can merge all the separate information of a contact into one entry in the Contacts list.

1. Press the Home Key >.
2. Tap a contact entry to display the contact’s details. This is the contact you will see in the Contacts list after merging.
3. Press the Menu Key > Join Contact. The phone will list the suggested contacts to join.
4. Tap the contact whose information you want to join with the first entry.
The information from the second contact is added to the first contact, and the second contact is no longer displayed in the Contacts list.

You can repeat these steps to join another contact to the main contact.

Separating Contact Information
If contact information from different sources was joined in error, you can separate the information back into individual contacts on your phone.
1. Press the Home Key >.
2. Tap a contact entry you have merged and want to separate.
3. Press the Menu Key > Separate Contact.
4. Tap OK to confirm.
The contact information is separated into individual contacts in the list of contacts.

Joining Contacts
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You can merge all the separate information of a contact into one entry in the Contacts list.

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2. Tap a contact entry to display the contact’s details. This is the contact you will see in the Contacts list after merging.
3. Press the Menu Key > Join Contact. The phone will list the suggested contacts to join.
4. Tap the contact whose information you want to join with the first entry.
The information from the second contact is added to the first contact, and the second contact is no longer displayed in the Contacts list.

You can repeat these steps to join another contact to the main contact.

Separating Contact Information
If contact information from different sources was joined in error, you can separate the information back into individual contacts on your phone.
1. Press the Home Key >.
2. Tap a contact entry you have merged and want to separate.
3. Press the Menu Key > Separate Contact.
4. Tap OK to confirm.
The contact information is separated into individual contacts in the list of contacts.

Joining Contacts
Your phone can synchronize with multiple accounts containing your contact information (such as Google and Microsoft Exchange ActiveSync®). When you synchronize your phone with those accounts, there might be duplicate entries for the same contact.

You can merge all the separate information of a contact into one entry in the Contacts list.

1. Press the Home Key >.
2. Tap a contact entry to display the contact’s details. This is the contact you will see in the Contacts list after merging.
3. Press the Menu Key > Join Contact. The phone will list the suggested contacts to join.
4. Tap the contact whose information you want to join with the first entry.
The information from the second contact is added to the first contact, and the second contact is no longer displayed in the Contacts list.

You can repeat these steps to join another contact to the main contact.

Separating Contact Information
If contact information from different sources was joined in error, you can separate the information back into individual contacts on your phone.
1. Press the Home Key >.
2. Tap a contact entry you have merged and want to separate.
3. Press the Menu Key > Separate Contact.
4. Tap OK to confirm.
The contact information is separated into individual contacts in the list of contacts.

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

Adding an Account
1. Press the Home Key > Menu Key > System settings and move to the ACCOUNTS section.
2. Tap Add account.
3. Tap the type of account you want to add.
4. Follow the on-screen steps to enter the information about the account. Most accounts require a username and password, but the details may vary. You may also need to obtain some information from IT support or your system administrator.
When the account is successfully added, it is displayed in the ACCOUNTS list.

Removing an Account
Removing an account will delete it and all information associated with it from your phone, such as emails and contacts.
1. Press the Home Key > Menu Key > System settings to move to the ACCOUNTS section.
2. Tap the account.
3. Press the Menu Key > Remove account > Remove account.

Configuring Account Sync
Configuring Auto Sync Settings
1. Open the Accounts screen. Your accounts and sync status are displayed. The icon turns green if automatic sync is enabled for some or all of the account’s data, and gray if automatic sync is disabled.
2. Tap the account and check or uncheck the box to turn on or off automatic sync.
  • When automatic sync is turned on, changes you make to information on your phone or on the web are automatically synced with each other.
  • When auto-sync is turned off, you need to sync manually to collect emails, updates, or other recent information.

Sync Manually
1. Open the Accounts screen.
2. Tap the account whose data you want to sync.
3. Press the Menu Key > Sync now.

Change an Account’s Sync Settings
1. Open the Accounts screen.
2. Tap the account whose sync settings you want to change. The Sync settings screen appears, showing a list of information the account can sync.
3. Check or uncheck items as you need. Checked types of information on the phone and the web will be kept in sync when auto-sync is turned on.
Setting Up the First Email Account
1. When you open Email for the first time, enter your email address and password.
2. Tap Next to let the phone retrieve the network parameters automatically.
   NOTE: You can also enter these details manually by tapping Manual setup or when automatic setup fails.
3. Follow the on-screen instructions to finish the setup.
Your phone will show the inbox of the email account and start to download email messages.

Checking Your Emails
Your phone can automatically check for new emails at the interval you set when setting up the account. You can also check new emails manually by tapping in any of the email account’s boxes. Tap Load more messages at the bottom of the email list to download earlier messages.

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

Replying to or Forwarding an Email
1. Open the email you want to reply to or forward from Inbox.
2. Choose one of the following:
   • Reply to the sender, tap .
   • Reply to the sender and all recipients of the original message, tap .
   • Forward the message, tap .
3. Edit your message and tap .

Marking an Email as Unread
You can return a read email to the unread state—for example, to remind yourself to read it again later. You can also mark a batch of emails as unread.
• While reading a message, press the Menu Key > Mark as unread.
• While in a message list (for instance, the inbox), tap the checkboxes before the messages and then tap .

Deleting an Email
You can delete an email from its folder. You can also delete a batch of emails.
• While reading a message, tap > OK.
• While in a message list (for instance, the inbox), tap the checkboxes in front of the messages and then tap > OK.

Writing and Sending an Email
1. Open your email inbox and tap .
   NOTE: if you have more than one email account added on the phone, tap the sender line to select the account you want to use for sending the message.
2. Enter a contact name or email address in the To field. Separate each recipient with a comma. You can also tap to select recipients from your contacts.
3. Enter the email subject and compose the email text.
4. Press the Menu Key > Attach file to add audio files, images, videos and other types of files as attachments.
5. Tap at the top right of the screen to send the message.

Adding a Signature to Your Emails
You can set a few lines of plain text as a signature for every outgoing email message from an account, such as your name and contact information.
1. Open the Email app.
2. Press the Menu Key > Settings and select the account you want to add a signature to.
3. Tap Signature and enter the text.
4. Tap OK.

Adding and Editing Email Accounts
Adding an Email Account
After setting up your first email account (see Email – Set Up the First Email Account), you can add more email accounts and manage them separately.
1. Open Email to get the inbox screen.
2. Press the Menu Key > Settings and tap Add Account at the top right of the screen.
3. Set up the account as you would with the first one.

Editing an Email Account
You can change a number of settings for an account, including how often you check for email, how you’re notified of new emails, and details about the servers the account uses to send and receive emails.
1. Open Email to get the inbox screen.
2. Press the Menu Key > Settings and tap the account whose settings you want to change.
3. Make the changes you want and press the Back Key when you’re finished.

Removing an Email Account
1. Open Email to get the inbox screen.
2. Press the Menu Key > Settings and tap the account you want to remove.
3. Tap Remove account > OK.
Changing General Email Settings

General settings apply to all email accounts you add.

1. Open Email to get the Inbox screen.
2. Press the Menu Key > Settings > General.
3. Make the changes you want and press the Back Key when you’re finished.

After you sign in to your Google account on the phone, you can send and retrieve Gmail messages with the Gmail app.

NOTE: This feature may not be available in certain regions or with certain service providers.

Opening Your Gmail Inbox

Press the Home Key > 📥. The Inbox screen appears. If you haven’t signed in, you will be prompted to do so or create a new account.

Tap ⇒ at the bottom right of the screen to refresh your Inbox and download new messages.

Switching Accounts

Gmail displays conversations, messages, and settings from one Google account at a time. If you have signed in to more than one Google account on your phone, you can switch accounts and view information in each account.

1. From your Inbox, tap the current account at the top of the screen.
2. From the drop-down menu, tap the account you want to see. The account’s inbox will open.

Writing and Sending a Message

1. Open your Gmail Inbox and switch to the account you want to use for sending the message.
2. Tap 📩.

3. Enter a contact name or email address in the To field. Separate each recipient with a comma.
4. Enter the email subject and compose the email text.
5. To attach an image, press the Menu Key > Attach picture and select a file from the image gallery.
6. Tap 📩 at the top right of the screen to send the message.

Adding a Signature to Your Gmail Messages

You can set a few lines of plain text as a signature for every outgoing Gmail message. The signature you set on the phone is independent of the signature you use for Gmail on the web.

1. Open the Gmail app.
2. Press the Menu Key > Settings and select the account you want to add a signature to.
3. Tap Signature and enter the text.
4. Tap OK.

Replying to or Forwarding a Message

1. Open the Gmail message you want to reply to or forward to another person.
2. Choose one of the following:
   • Reply to the sender, tap 📩 in the message header.
• Reply to the sender and all recipients of the original message, tap in the message header > Reply all.
• Forward the message, tap in the message header > Forward.

3. Edit your message and tap ✉.

Working With Received Attachments
When a message has an attachment, Gmail displays information about that attachment at the top of the message.
Depending on the attachment type, the applications installed on your phone, and your settings, you may preview, view, play, or save the attachment or check information about the attachment.

TIP: For documents with multiple pages, tapping the Preview option will only download the pages you view, while tapping View, Play, or Save will download the entire file and cost more time and data.

Searching for Messages
You can search for messages using words that appear in addresses, subjects, labels, or contents.

NOTE: If you search while the phone doesn’t have an active Internet connection, only messages synchronized onto your phone can be searched.

1. Open the Gmail app and tap ⬤.
2. Enter the words to search for and tap the search key on the screen keyboard.
   As you type, suggestions may appear below the search field. You can tap a suggestion to search for it right away, or tap the arrow next to it to add its text to the search field.
3. In the search results, tap the message you need and work with it just as you would with any Gmail message.

Working With Labels
Message labels include both labels you create and default labels such as Sent, Starred, and Outbox. You can organize your emails by labeling them or adding stars to them. Labels also help you sort your messages, just like folders.

Adding or Changing a Label
1. Open the Gmail app and tap in the message list the checkboxes next to the messages you want to label.
2. Tap the label icon ⬤ at the bottom of the screen.
3. Check or uncheck labels in the new screen and tap OK.

Adding Stars to Messages
1. Open the Gmail app and tap in the message list the checkboxes next to the messages you want to star.
2. At the bottom of the screen, tap ✉ > Add star.

Viewing Messages by Label
1. Open the Gmail app and tap in the message list the checkboxes next to the messages you want to label.
2. Tap the label to view messages with that label.

TIP: You can also tap the name of your account at the top of the screen. Then tap one of the labels listed in the RECENT section, below account names.

Changing Gmail Settings
Press the Menu Key > Settings in any Gmail screen to change General settings, which apply to all Gmail accounts, or other settings that only apply to specific accounts.
Messaging

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

Opening the Messaging Screen
Press the Home Key > Messaging.
The Messaging screen opens, where you can create a new message, search for messages, or open an ongoing message thread.
• Tap Messaging, to write a new text or multimedia message.
• Tap Messaging, to search for a message using keywords.
• Tap an existing message thread to open the conversation you’ve had with a certain number.

Sending a Text Message
1. On the Messaging screen, tap , at the bottom.
2. Add recipients in one of the following ways:
   • Tap To, and manually enter the recipient’s number or the contact name. If the phone presents a few suggestions, tap the one you want to add.
   • Select recipients from your contacts by tapping .
3. Tap the Type message field and enter the content of your text message.
4. Tap Send.

Sending a Multimedia Message
1. On the Messaging screen, tap , at the bottom.
2. Enter the recipient and the text of the message, as you do when sending a text message. You can also include email addresses as recipients.
3. Press the Menu Key > Add subject to add a message subject.
4. Tap , to attach a file to the message.
5. Tap Send.

NOTE: When you enter an email address as a recipient or attach a file, the message is automatically converted to a multimedia message. When you delete this information, the message is converted to a text message.

Replying to a Message
Messages you receive are appended to existing threads of the same number. If the new message comes from a new number, a new thread is created.
1. On the Messaging screen, tap the thread that has the message you want to reply to.
2. Type your reply in the text box at the bottom. You can tap if you want to reply with an MMS.
3. Tap Send.

Forwarding a Message
1. On the Messaging screen, tap the thread that has the message you want to forward.
2. Tap and hold the message.
3. Tap Forward in the menu that opens.
4. Enter a recipient for the message and edit the content if you want.
5. Tap Send.

Copying a Message
You can copy text messages in the phone storage to the SIM card, or vice versa.
• To copy a text message from the phone to the SIM card, tap the message and select Copy to SIM card.
• To copy a text message from the SIM card to the phone, press the Menu Key in the Messaging screen and select Settings > Manage SIM card messages. Then tap and hold a message and select Copy to phone memory.

Deleting Messages or Threads
Deleting Messages in a Thread
1. On the Messaging screen, tap a thread.
2. Press the Menu Key > Multi-Select.
3. Tap the messages you want to delete. The ones you tap will have a check in the box in front of them.
4. Tap at the bottom.
5. Tap Delete.

Delete Message Threads
1. On the Messaging screen, tap and hold one thread you want to delete.
2. If there are more threads you want to delete, tap them one by one.
3. Tap at the bottom.
4. Tap OK.

Changing Message Settings
Press the Menu Key > Settings in the Messaging screen to change Message settings.
Calendar on the phone works with the web-based Google Calendar service for creating and managing events, meetings, and appointments. It also works with the Microsoft Exchange ActiveSync calendar once you sign into your Exchange account on the phone.

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

**Viewing Your Calendars and Events**

**Selecting Visible Calendars**

1. Open the **Calendar** app.
2. Press the **Menu Key** > **Calendars** to display.
3. In the new screen, tap the calendars to check the calendars you want to see or uncheck the calendars you’d like to hide.

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

**Changing Calendar Views**

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

To change calendar views, tap the time period shown at the bottom and select the view you prefer.

**TIPS:**

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

**Viewing Event Details**

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

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

**Creating an Event**

1. In any Calendar view, tap at the upper right corner to open an event details screen for a new event.
2. You can also tap a spot in Day or Week view twice to add an event to that time spot.
3. Add details about the event.
   - Enter a name, location, time span, and other additional details about the event.
   - **NOTE:** If you have more than one calendar, you can choose the calendar to which to add the event by tapping the current calendar above the **Event name** box.
4. Tap **SAVE** at the top of the screen to save the new event.

**Editing or Deleting an Event**

1. Find the event you want to edit or delete.
2. Open its details screen (see **Viewing Your Calendars and Events — Viewing Event Details**).
3. Choose one of the following options:
   - To edit the event, tap . Tap **SAVE** to save your changes.
   - To delete the event, tap at the bottom of the screen and then tap **OK**.

**Changing Calendar Settings**

To change Calendar settings, open a Calendar view (Day, Week, Month, or Agenda) and then press the **Menu Key** > **Settings**.

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

Google Talk is Google’s instant messaging service. You can use it to communicate in real time with other people who also use Google Talk on a phone, on the web, or with a desktop application.

Signing In to See Your Friends
You must sign in to your Google account before you can use Google Talk.
Press the Home Key > and select Talk. The first time you launch Talk, tap the account you want to sign in with. Your friends list is then displayed.
NOTE: You remain signed in to Google Talk after launching the Talk app even if you switch to other apps, until you explicitly sign out. To sign out, go back to your friends list and press the Menu Key > Sign out.

Adding a Friend
1. In the friends list, tap at the top right of the screen.
2. Enter your friend’s address and tap DONE.
Your friend’s address in Google Talk is a Gmail or other email address that is configured to connect to Google Talk.
NOTE: If other people try to add you as a friend, you will receive a notification in the status bar and the invitation appears in your friends list. You can tap the invitation to accept, decline, or block.

Changing Your Online Status
1. Tap your own entry at the top of your friends list.
2. In the screen that opens, tap your current status to change it (or to sign out of Talk).
3. Enter a status message, or if you already have one, edit it. In addition to the standard status settings, you can also tap Change to a recently-used status to select a message that you’ve entered previously.
4. Press the Back Key to return to your friends list.

Chatting With Friends
1. Tap a friend in your friends list. The chat screen for that friend opens.
2. Type in a message and tap . You can also tap to initiate a voice chat if the friend is online.

Switching Between Active Chats
If you have more than one chat going, you can switch between these chats in one of the following ways:
• Press the Back Key to return from one chat to the friends list. Then tap the other friend you want to chat with.
• While you are in one chat screen with a friend, swipe left or right to switch to the chat screen with the other friend.

Using Group Chat
When you’re chatting, you can invite additional friends to join a group chat.
1. On a chat screen, press the Menu Key > Add to chat.
2. Tap the name of the friend to invite.
The friend you invited and the current participants receive an invitation to a group chat. Each one who accepts the invitation joins the group chat. In a group chat, everyone can see everyone else’s messages. Group chats appear at the top of your friends list with a group chat icon.

Ending the Chat
While on a chat screen, press the Menu Key > End chat.
You can also press the Menu Key > End all chats while in the friends list to end all active chats.

Changing Google Talk Settings
On any chat screen or in the friends list, press the Menu Key > Settings to change Google Talk settings for your account.
Google+ is a social networking service offered by Google. The Google+ application on your phone enables you to manage your data, chat with online contacts, organize them in different circles, and share your selected information. Press the Home Key > 📞 and select Google+. The first time you open the Google+ app, select the instant upload and contact sync options.

Organizing Your Contacts
1. Open the Google+ app.
2. Tap 📞 > Find people.
3. Tap 📞. Enter the person you want to search for or select a suggested person, and tap Add.
4. Check the circles you want the person to be added to, or tap Create a new circle.

Getting Updates
1. Open the Google+ app.
2. Tap 📞 > Home.
3. Swipe up or down to see different information shared with you by other users. Tap 📞 to choose what groups of information are shown.
   - Nearby shows posts shared with you by users near your current location.
   - All circles, Acquaintances, Family, Following, and Friends show updates from people you’ve added to your circles.
   - What’s hot shows popular posts on Google+.

Chatting With Contacts
You can chat with your Google+ contacts through instant messaging, similar to sending a text with the Messaging app.
2. Tap 📞, to create a new message.
3. If you tapped 📞, at the top, tap + to add recipients. They can be contacts or circles.
4. Enter the message.
5. Tap 📞 to send the message.
TIP: Tap 📞 > More > Hangouts to hold a video chat with your friends.

Checking Photos
You can see your own photo albums and those shared by other users.
Tap 📞 > Photos in the Google+ app to see all available albums.

Checking and Managing Your Profile
1. Tap 📞 > Profile in the Google+ app.
2. Swipe up or down to see your posts and personal info.
   Tap 📞 and you can change your profile photo.

Browser
Use Browser to view web pages and search for information.

Opening the Browser
Press the Home Key > 📞. The last web page you were viewing is displayed. If you have not used Browser recently, your home page opens.
Browser also opens when you tap a web link—for example, in an email or a text message.

Opening a Web Page or Searching the Web
1. Open the Browser app.
2. Tap the address box at the top of the web page. If the address box isn’t visible, swipe down a little to show it.
3. Enter the address (URL) of a web page. Or, enter terms you want to search for. You can also tap 📞 to search by voice.
4. Tap a URL or search suggestion or tap Go on the keyboard to open the web page or search results.
TIP: Tap the X if you want to stop opening the page.

Setting the Homepage
Your home page opens when you open a new browser tab, when you start Browser after restarting your phone, or after not using the app for a while.
1. Open the page you want to set as your home page.
2. Press the Menu Key > Settings > General > Set homepage.
3. Tap Current page or one of the following options:
   - Blank page: Open browser tab without opening a web page by default. This can make new Browser tabs open more quickly.
   - Default page: Set the factory default URL as the homepage.
   - Most visited sites: Every new browser tab displays a list of your frequently visited sites for you to choose from.
   - Site Navigation: Set the Navigator site as the home page.
   - Other: Type a URL as the homepage.

Get Information About the Current Page
Press the Menu Key > Page info.

Working With an Opened Page
While viewing most web pages, you can do the following operations:
• Scroll: Swipe the screen in any direction.
• Zoom out: Tap the screen with two fingers or pinch them together.
• Zoom in: Tap the screen with two fingers or spread them apart.
Opening a new browser tab
1. Tap the tabs icon \( \text{E} \) to the right of the address box.
2. Tap + at the top right of the screen. A new browser window opens and the homepage is loaded.

Switching between tabs
1. Tap the tabs icon \( \text{E} \) to the right of the address box.
2. Swipe vertically to scroll through the list of opened tabs.
3. Tap the thumbnail of the tab you want to open.

TIP: Swipe a thumbnail horizontally or tap its \( \text{X} \) to close the tab.

Using Incognito Tabs for Privacy Browsing
Pages you view in incognito tabs won’t appear in your browsing history or search history. No trace will be left on your phone once you close the tab.

1. Tap the tabs icon \( \text{E} \) to the right of the address box.
2. Press the Menu Key > New incognito tab.

Download Files
Tap and hold an image or a link to a file or to another webpage. In the menu that opens, tap Save image or Save link.

The downloaded files are saved to your phone or the memory card. You can view or open them in the Downloads app (\( \text{D} \) > Downloads).

Deleting a Bookmark
1. Press the Menu Key > Bookmarks.
2. Tap and hold the bookmark to delete.
3. Tap Delete bookmark.
4. Tap OK.

NOTE: Preinstalled bookmarks may not be deleted.

Using Bookmarks
Save web URLs as bookmarks to open them easily in the future.

1. Press the Menu Key > Bookmarks in a browser tab and then tap the bookmark.

Bookmarking a Web Page
1. Open the web page.
2. Press the Menu Key > Save to bookmarks.
3. Edit the bookmark label and address if necessary, or choose a different account. Tap the name beside Add to to change the place where the bookmark will be stored.
4. Tap OK.

NOTE: Preinstalled bookmarks may not be deleted.

Viewing Your Browsing History
1. Open the Browser app and press the Menu Key > Bookmarks.
2. Tap the HISTORY tab.
3. Tap a time span to view the web pages you browsed during that time. You can tap an item to reopen the web page.

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

To open the Browser settings screen, press the Menu Key > Settings.
Maps, Navigation, Local, and Latitude

Activating Location Services

To use Navigation, Local, and Latitude, and to find your location on Google Maps, you must have location services turned on on your phone.

1. Press the Home Key > Menu Key > System settings > Location services.
2. Select the location options you want to use.

Check Google’s location service to use Wi-Fi and mobile networks to determine your approximate location; check GPS satellites to use GPS satellites to determine your location; check Location & Google search to use your location to improve search results and other services.

Getting Your Location

1. Press the Home Key > and select Maps.
2. Tap 
   at the top right.

The map centers on a blue blinking dot that indicates your location.

Searching for a Location

1. Press the Home Key > and select Maps.
2. Tap 
   at the bottom.
3. Enter a start and end point and select the mode of transportation (car, public transit, bicycle, or walking). If you have enabled My Location, this will appear in the start point field by default.
4. Tap GET DIRECTIONS. The directions to your destination are marked on the map. Tap the left or right arrow to see the directions step by step. You can also tap DIRECTIONS LIST to see your route displayed in a list.

Getting Directions to Your Destination

Maps can provide directions for travel by foot, public transportation, bicycle, or car.

1. Press the Home Key > and select Maps.
2. Tap 
   at the bottom.
3. Enter a start and end point and select the mode of transportation (car, public transit, bicycle, or walking). If you have enabled My Location, this will appear in the start point field by default.
4. Tap GET DIRECTIONS. The directions to your destination are marked on the map. Tap the left or right arrow to see the directions step by step. You can also tap DIRECTIONS LIST to see your route displayed in a list.


Searching for Local Places

Google Places helps you find all kinds of businesses and establishments around you. You can rate these places and get recommendations.

1. Press the Home Key > and select Local. Or, from the Maps app, tap at the top of the screen and select Local.
2. Wait while you are being located. Your location, when found, is shown at the top.
3. Select a place category and the information for that type of place near you will be displayed.
4. You can also use the button at the top to find the place you need.

NOTE: Press the Menu Key > Add a search to add new place categories.

Sharing Location

Google Latitude lets you and your friends view each other’s locations on maps and share status messages.

1. Press the Home Key > and select Maps.
2. Tap > Latitude. You will be prompted to enable location reporting on your device. Tap the prompt and check Report from this device.
3. Press the Back Key.

After you join in, you can always tap at the top in Maps and select Location to see your status as well as that of your selected friends.

In Latitude, you can do the following:

• Tap to refresh friends’ status.
• Tap MAP VIEW to see friends on Maps. You can tap the left/right arrow to switch between each friend and yourself.
• Tap to add new friends to Latitude from contacts, via email addresses, or from suggested friends.
• Press the Menu Key to show or hide “stale” friends who haven’t updated their location with you for a while.
• Press the Menu Key > Location settings to change Latitude settings or sign out of Latitude.
Google Search, Voice Search, and Voice Actions

You can search for information on the web or on your phone using Google Search. You can also search the web or perform certain tasks by speaking.

Searching With Text
1. Press the Home Key > and select Google.
2. Enter the terms you want to search for and tap on the keyboard, or tap a search suggestion.

Searching by Speaking
1. Tap the microphone icon to the right of the search box.
2. Speak the terms you want to search for. When you're finished speaking, your speech is analyzed and the search is initiated.

If Google Search didn’t quite understand what you said, you are presented with a list of similar-sounding terms. Tap the correct term to start the search.

Using Voice Actions
1. Tap the microphone icon to the right of the search box.
2. Speak the voice action you want to use. For example, say “send a text.” Your speech is analyzed before the action is initiated.
3. Some voice actions need you to complete by speaking or typing more information. For example, a send text window appears after you say “send a text.” You need to enter the recipient and message text by typing or speaking.

Changing Search and Voice Search Settings
Open the Search app and press the Menu Key > Settings to set searchable items.
To set Voice Search settings, press the Menu Key > System settings > Language & input > Voice Search.

Camera

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

Capturing a Photo
1. Press the Home Key >
2. Aim the camera at the subject and make any necessary adjustments.
3. Lightly tap or press a Volume Key.

<table>
<thead>
<tr>
<th>Number</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Adjust color filters.</td>
</tr>
<tr>
<td>2</td>
<td>Change the camera settings.</td>
</tr>
<tr>
<td>3</td>
<td>Hold the slider and slide to zoom in or out.</td>
</tr>
<tr>
<td>4</td>
<td>View photos and videos you have captured.</td>
</tr>
<tr>
<td>5</td>
<td>Capture a photo.</td>
</tr>
<tr>
<td>6</td>
<td>Switch to the camcorder.</td>
</tr>
</tbody>
</table>
Customizing Camera Settings
Before taking a photo, you can tap \( \text{Camera Settings} \) to open the following camera setting options:

- **Timing**
  - Set the lapse time for taking a photo.
- **Image Settings**
  - Set exposure, brightness, contrast, saturation, or sharpness of the image.
- **White balance**
  - Select how the camera adjusts colors in different kinds of light to achieve the most natural looking colors for your shots, or allow the camera to adjust the white balance automatically.
- **Storage**
  - Choose the storage location.
- **ISO**
  - Set the ISO as auto, ISO-100, ISO-200, or ISO-400.
- **Geo-tagging**
  - Set whether your location information is stored or not with each photo you take.
- **Tones**
  - Turn the shutter tone on or off.
- **Composition Line**
  - Set the composition line to help you aim the camera at the subject.
- **Picture Size**
  - Choose the size of the photo.
- **Picture Quality**
  - Adjust picture quality as super fine, fine, or normal.
- **Anti-band**
  - Set anti-band as auto, 50 Hz, or 60 Hz.
- **Other**
  - Restore default camera settings.

**Recording a Video**
1. Press the \( \text{Home Key} > \) and select Camcorder, or switch to the camcorder from the camera screen.
2. Aim the camera at the subject and make any necessary adjustments.
3. Tap \( \) or press a Volume Key to start recording.
4. Tap \( \) or press a Volume Key to stop recording.

**Customizing Camcorder Settings**
Before recording a video, you can tap \( \text{Camera Settings} \) to open the following camcorder setting options:

<table>
<thead>
<tr>
<th>Number</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Change the camcorder settings.</td>
</tr>
<tr>
<td>2</td>
<td>View photos and videos you have captured.</td>
</tr>
<tr>
<td>3</td>
<td>Record a video.</td>
</tr>
<tr>
<td>4</td>
<td>Switch to the camera.</td>
</tr>
</tbody>
</table>

- **Video Quality**
  - Choose the video quality as VGA or MMS video for general quality or MMS high quality.
- **Storage**
  - Choose the storage location.
- **Time Lapse**
  - Set the lapse time for taking a video.
- **White balance**
  - Select how the camera adjusts colors in different kinds of light to achieve the most natural looking colors for your videos, or allow the camera to adjust the white balance automatically.
- **Geo-tagging**
  - Set whether your location information is stored or not with each video you record.
- **Other**
  - Restore default camera settings.
Opening the Gallery
Press the Home Key > and select Gallery to view albums of your pictures and videos.

Working With Albums
When you open the Gallery, all pictures and videos on your phone are displayed in a number of albums.

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

Sharing Albums
1. Tap and hold an album until it is selected.
2. Tap more albums that you want to share.
3. Tap at the top of the screen and select how you want to share the albums.

Viewing Details of an Album
1. Tap and hold an album until it is selected.
2. Press the Menu Key > Details.

Deleting Albums
1. Tap and hold an album until it is selected.
2. Tap more albums that you want to delete.
3. Tap .

NOTE: Not all the options may be available for certain albums or pictures.

Working With Pictures
You can edit any photos you took and some other pictures in Gallery. The changed picture is saved in the Edited album, while the original image is never affected.

1. Tap while viewing a picture.
2. Tap the icons along the bottom of the screen to edit the picture.
   Adjust saturation, sharpen the picture, add fill light, emphasize highlight or shadows.
   Crop, rotate, straighten, fix red eye, or doodling on the picture.
   Apply color filters such as cross-processing, posterizing, lomography, documentary, B&W, sepia, negative.
   Apply effects such as warmth, tint, vignette, film grain and fisheye.
3. To undo or redo the changes you’ve made to the picture, tap or at the top of the screen.
4. Tap Save to save the new picture to the Edited album.

Sharing Your Pictures
1. Tap an album in Gallery and then tap a picture.
2. Tap at the bottom of the screen. If the icon is invisible, tap the screen first.
3. Select how you want to share the picture.

Working With Videos
Playing Videos
1. Tap an album in Gallery and then tap the thumbnail of a video.
2. Tap the video to view the playback controls.

Sharing Videos
1. Tap an album in Gallery and then tap the thumbnail of a video.
2. Press the Menu Key > Share.
3. Select how you want to share the video.
Press the Home Key > and select Music to play audio files stored on your phone. Music supports a wide variety of audio formats, so it can play music you purchase from online stores, music you copy from your CD collection, and so on.

Viewing Your Music Library
Press the Home Key > and select Music and your music library is displayed. All your audio files are cataloged according to the information stored in the files. Tap the tabs at the top of the screen to view your music library organized by Albums, Artists, Songs, Playlists, Folders, or Genre Lists.

NOTE: If an audio file is being played, its summary information is displayed at the bottom of the screen. Tap the song to open the playback screen.

Copying Music Files to Your Phone
Before using Music, you need to copy audio files from your computer to your phone’s memory card.

Copying From a Computer
1. Connect your phone and the computer with a USB cable.
2. Tap Media device (MTP) (if supported on the PC) or Camera (PTP) to browse the files on the phone storage and the microSD card.
3. Copy the music file from the PC to the phone storage or microSD card.

Downloading From the Internet
You can download music files when browsing web pages. (See Browser – Downloading Files.)

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

Setting a Song as the Default Ringtone
The song will be used as the ringtone for all incoming calls, except those from contacts you have assigned special ringtones to (see People – Editing Contacts – Set a Ringtone for a Contact).

1. Press the Home Key > and select Music to see the music library.
2. Tap next to a song in any list.
3. In the menu that opens, tap Use as phone ringtone.
4. Tap to open the current playlist.
5. Tap to add a song to the favorite list.
6. Tap to play the current playlist in shuffle mode, where tracks are played in random order.
7. Album artwork.

Deleting a Song
1. Press the Home Key > and select Music to see the music library.
2. Tap next to a song in any list.
3. In the menu that opens, tap Delete > OK.

Playing Music
Tap a song in the music library to listen to it. The following playback screen appears:

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

Creating a Playlist
1. Tap next to the song in the music library.
2. In the menu that opens, tap Add to playlist.
3. Tap New.
4. Type the playlist name and tap Save.

The playlist is created and the song you selected is added to the playlist.
Music

Adding a Song to a Playlist
1. Tap next to the song in the music library.
2. In the menu that opens, tap Add to playlist.
3. Tap the name of the playlist you want the song added to.

Removing a Song From a Playlist
1. Open a playlist.
2. Tap and hold the song or songs you want to remove.
3. Tap > OK.
NOTE: You can also press the Menu Key > Remove songs after opening the playlist to select multiple songs and remove them together.

Deleting or Renaming a Playlist
1. Tap the Playlists tab in the music library to see all the playlists.
2. Tap next to a playlist and tap Rename Playlist or Delete Playlist in the menu that opens.
NOTE: These options may not be available for certain automatically created playlists, such as Recently added.

Play Music
The Play Music app works with Google Music, Google’s online music store and streaming service. You can stream via mobile data or Wi-Fi and listen to your favorite songs that you’ve added to your online Google Music library. You can also play audio files you’ve copied directly to your phone from a computer.
NOTE: The availability of Google Music is dependent on your region. If it is not available, or you don’t have a mobile data or Wi-Fi connection, you can only play music stored on your phone.

Playing Your Music
1. Press the Home Key > and select Play Music. If you are prompted, select an account to access its online music library.

The app searches your online library and your phone for music and playlists before displaying your combined music library, organized by RECENT, ARTISTS, ALBUMS, SONGS, PLAYLISTS, and GENRES. To change views of your library, swipe left or right when holding the phone upright, or tap the view name at the top left of the screen when holding the phone on its side.
2. Tap a song to play it. When the song is playing, tap the album artwork to display more options.

<table>
<thead>
<tr>
<th>Number</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Tap to view the currently playing list.</td>
</tr>
<tr>
<td>2</td>
<td>Album artwork.</td>
</tr>
<tr>
<td>3</td>
<td>Playback control. Skip songs, pause and resume playback, use shuffle or repeat. Drag the progress bar to jump to any part of the song.</td>
</tr>
<tr>
<td>4</td>
<td>Rate the song.</td>
</tr>
<tr>
<td>5</td>
<td>Go back to Now Playing list.</td>
</tr>
<tr>
<td>6</td>
<td>Search for music.</td>
</tr>
</tbody>
</table>
You can still control the music when you are not in the playback screen.

- In the Play Music app, tap the Now Playing bar at the top right (portrait mode) of the screen to restore the playback screen.
- In other apps, flick down on the notification panel. Tap the song title to restore the playback screen, or just pause/resume playback or skip to the next/previous song.
- When the screen is locked, the song information and playback controls are displayed on top of the screen. You can pause/resume playback or skip songs.

Managing Playlists

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

Create a Playlist or Add a Song to a Playlist
Tap and hold the song or tap next to the song, and select Add to playlist.

Adding songs to a list:
1. Open a playlist in the Playlists tab of the music library.
2. Tap and hold the song or tap next to the song you want to add to list.
3. Tap a song to play and view all the songs in the list.
4. Tap and hold the small grid in front of a song in the list.
5. Drag the grid up or down to change its order in the playlist.

Rearranging Songs in a Playlist
1. Open a playlist in the Playlists tab of the music library.
2. Tap and hold the small grid in front of a song.
3. Drag the grid up or down to change its order in the playlist.

Removing Songs From a Playlist
1. Open the playlist in the Playlists tab of the music library.
2. Tap and hold the small grid in front of a song.
3. Drag the grid up or down to change its order in the playlist.

Removing or Deleting a Playlist
1. Swipe to the Playlists tab in the music library to see all the playlists.
2. Tap and hold a playlist or tap next to the playlist.
3. Tap Rename or Delete in the menu that opens.

Use the Video Player to play various kinds of videos.

Opening the Video Library
Press the Home Key > and select Video Player to view your video library.
Tap the tabs at the top of the screen to view the available videos.
- ALL: Videos on your phone.
- LAST ADDED: Recently added videos on your phone.
- CAMERA VIDEOS: Videos you have recorded with the phone’s camera.

Playing and Controlling Videos
- Tap a video in the video library to play it. Rotate the phone on its side to watch the video in landscape view.
- Tap the video to show the playback controls. You can pause and resume the playback or jump to any part of the video. Press the Back Key to exit the video.

Managing Video Files

Deleting Videos
1. Tap and hold a video in the video library. The video is highlighted.
2. To remove more videos, tap them.
3. Tap at the bottom left of the screen.
4. Tap OK.

Sharing Videos
1. Tap and hold a video in the video library. The video is highlighted.
2. To share more videos, tap them.
3. Tap at the bottom right of the screen and select how you want to share them.

Renaming a Video
1. Tap next to the video you want to rename.
2. Tap Rename.
3. Type the new video name and tap OK.

Viewing Details of a Video
1. Tap next to a video.
2. Tap Details.
Sound Recorder enables you to record voice memos and listen to them whenever you like.

### Recording a Voice Memo
1. Press the Home Key > and select Sound Recorder.
2. Tap to start recording. Tap to cancel recording if you change your mind.
3. Tap to stop recording. The memo is automatically saved.
If you don’t want to save the memo after recording it, tap X to delete it.

### Playing a Voice Memo

#### Playing a Memo You Just Recorded
Tap at the bottom of the screen.

#### Playing Any Saved Memo
1. Tap at the top right of the screen to see all recordings.
2. Tap the title of a memo to play it.

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

### More Apps

#### Alarm
Set alarms or turn the phone into a bedside clock.

#### Setting a New Alarm
1. Press the Home Key > and select Alarm.
2. Tap at the bottom of the screen to create a new alarm.
3. Tap the icon before an alarm to turn on or off the alarm.
4. Tap a default alarm to configure it, and set up the alarm options, such as time, repeat, and ringtone.
5. Press the Back Key to save and exit.

#### Using the Bed Clock
The Bed Clock displays the current time and the next alarm.

1. Press the Home Key > and select Alarm.
2. If necessary, press the Menu Key > Bed Clock Preferences in the Alarm screen to set up the Bed Clock options. Then press the Back Key to return to the Alarm screen.
   - Enable bed clock: Turn on or off the Bed Clock function.
   - Bed clock never sleeps: Keep the Bed Clock screen turned on when charging the phone.
3. Press the Menu Key > Bed Clock to open the Bed Clock screen.

#### Calculator
Press the Home Key > and select Calculator.

**TIP:** Tap  or , or swipe left or right to switch between different panels. You can also hold the phone on its side to see all of the calculator buttons.

#### Downloads
The Downloads app keeps a record of the files you have downloaded using the Browser, Email, or Gmail app.
Press the Home Key > and select Downloads to check the record.
- Tap a file to open it with the appropriate applications.
- Tap and hold a file, or check the box in front of it, to share or delete it.

#### File Manager
Quickly access all of your images, videos, audio clips, and other types of files on your phone and on the memory card.
1. Press the Home Key > and select File Manager.
2. Tap the folder name at the top of the screen to switch between the memory card storage and the phone storage.
More Apps

Note Pad
Press the Home Key > Note pad and select Note pad to save and view your text notes.
- Tap New to create a new note. Then enter your text and tap Save to save it.
- Tap a note to view its entire content. You can also delete, share, edit, or export it.

Play Books
Press the Home Key > Play Books to read ebooks purchased from Play Store.
- Tap a book cover displayed in Play Books to start reading it. You can also tap the shopping bag icon at the top to buy more books from Play Store or tap to search by book title or author name.

Play Movies & TV
Press the Home Key > Play Movies & TV to watch movies you rent from Play Store as well as your personal videos stored on the phone.
- The MY RENTALS tab displays your recent movie rentals. You can stream them for online watching or download them to watch offline.
- The PERSONAL VIDEOS tab displays videos from other sources. Tap a video to play it.

Task Manager
Press the Home Key > Task Manager and select Task Manager to view or stop applications.
- Tap a task in the Tasks tab to disable, force stop, or see its details.
- Tap the Apps tab to manage all the apps on your phone.
- Tap the Resources tab to view the real-time system resources information.

Timer
Press the Home Key > Timer to use the stopwatch or the timer.
Stopwatch allows you to record lap times, while Countdown allows you to set a time and count down to zero.

YouTube
Press the Home Key > YouTube. You can watch YouTube videos or upload your own.

Play Store
Press the Home Key > Play Store. You can buy or rent music, books, movies, and apps and download them to your phone.

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

Browsing and Searching for Apps
You can browse apps by category and sort them in different ways. Tap a top-level category, such as Games, and tap the app from any subcategory. You can also search for apps using an app's name or description, or the developer's name. Just tap and enter the search terms.

Downloading and Installing Apps
When you find the app you are interested in through browsing or searching, tap it to open its details screen, where more information about the app is displayed.
1. Tap Install (free apps) or the price (paid apps) in the app details screen.
2. If the app is not free, you will need to sign in to your Google Wallet account and select a payment method.
3. Tap Accept to accept the permissions for the app. Your app will start downloading immediately or once payment is successfully authorized.

Viewing Your Downloaded Apps
1. In the Apps screen of Play Store, press the Menu Key > My apps.
2. Your list of installed apps opens. You can tap one to rate it, uninstall it, request a refund, and so on.

Uninstalling an App
1. In the Apps screen of Play Store, press the Menu Key > My apps.
2. Tap an app to open its details screen.
3. Tap Uninstall > OK.
Press the Home Key > and select Settings. The Settings app contains most of the tools for customizing and configuring your device.

**General Settings**

**Airplane Mode**
Tap or slide the Airplane Mode switch to turn airplane mode on. All the phone’s radios that transmit voice or data are turned off.

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

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

**Mobile Networks**
Control mobile data use and data roaming. (See Connecting to Networks and Devices – Connecting to Mobile Networks.)

**Sound**
Adjust volumes (see Personalizing – Adjusting Volumes), toggle sound and mute (see Personalizing – Switching to Silent Mode), set up ringtone (see Personalizing – Changing the Ringtone) and notification sound (see Personalizing – Changing the Notification Sound), and select system sounds (refer to Turning On/Off Touch Sounds). Tap Silent mode to turn off all sounds except media and alarm, or enable silent mode with vibration.

**Display**
- **Brightness**: Set the brightness of the display.
- **Wallpaper**: Select a background image for the Home Screen.
- **Sleep**: Set the length of time of inactivity before the screen turns off automatically.
- **Font size**: Set the font size of the text on the screen.
- **Pulse notification light**: Flash the LED light to notify you of missed calls, new messages, and other events.

**Date and Time**
Set date, time, time zone, and how date and time are displayed. You can also use network-provided data.

**Language and Input**
- **Language**: Select a language and region for your system.
- **Personal dictionary**: Add new words to the phone’s dictionary or remove words from the dictionary. The words you add are used for spelling check and word suggestion.
- **KEYBOARD & INPUT METHODS**: Configure text input settings. (See Knowing the Basics – Entering Text – Touch Input Settings.)

**Voice Search**
- **Language**: Select the language you use when entering text by speaking or searching by speaking.
- **Speech output**: Set always or only hands-free using the speech output function.
- **Block offensive words**: Replace offensive words with an asterisk (*) when you use Google voice recognition to transcribe your voice into text.
- **Hotword detection**: Say hotword to launch Google voice search.

**Text-to-speech output**
- **PREFERRED ENGINE**: Select the speech synthesis engine you want to use or change its settings.
- **Speech rate**: Select how quickly you want the synthesizer to speak.
- **Listen to an example**: Play a brief sample of the speech synthesizer, using your current settings.

**Pointer speed**: Select how fast the pointer/mouse should scroll when you connect the phone to a trackpad or mouse accessory.

**Data Usage**
Tap the ON/OFF switch to turn on or off mobile data. You can check how much data has been used during the time cycle you set, set mobile data limit and warning, see what apps have been using mobile data, allow data roaming, or restrict background data for individual apps.

**VPN**
Set up and connect to virtual private networks. (See Connecting to Networks and Devices – Connecting to Virtual Private Networks.)

**Storage**
Check memory information for your external memory card and internal storage.

- **Unmount SD card**: Unmount the memory card from your phone so that you can safely remove the card while the phone is on.
- **Erase SD card**: Erase all data on your memory card and prepare it for use with your phone.

**Battery**
Check how much power remains for the battery and what has been using the battery.
See apps installed on your phone and manage them. Tap an app in the DOWNLOADED, ON SD CARD, RUNNING, or ALL tab to see its information. You can stop the app, uninstall or disable the app, clear data and cache, or move the app between the internal storage and the memory card.

NOTE: Not all applications can be moved or uninstalled.

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

Activate location services to determine your location. (See Maps, Navigation, Local, and Latitude – Activating Location Services.)

Check Location & Google search to improve Google search results and other services using your location information.

Lock the screen with long press, face unlock, pattern, PIN, or password. (See Personalizing – Protecting Your Phone With Screen Locks.)

View or deactivate apps you have authorized to be device administrators.

Check this option to permit installation of apps from sources other than the Play Store.

Display trusted CA certificates.

Install certificates from the memory card.

Delete all certificates.

Back up app data, Wi-Fi passwords, and other settings to Google servers after you sign in to your Google account.

Back up accounts and accounts data.

Restore previously backed up settings and data when you reinstall an app.

Reset your phone to factory default settings. All your personal data from the phone’s internal storage will be erased. You can also erase the data on the memory card during the process.

Manage your accounts and synchronization settings.

Sign in to or create accounts on your phone.

Set the sync settings for that account. You can then press the Menu Key > Sync now to sync all checked items.

Remove the account and all information related to it from your phone.

Copy the update package to the root directory of microSD card. Please make sure the update package has been renamed to update.zip.

Tap OK > Update now.

The system reboots and begins microSD upgrade.

When the upgrade is finished, the system will reboot with new software.

Copy the update package to the root directory of microSD card. Please make sure the update package has been renamed to update.zip.

Press the Menu Key > System settings > About phone > System updates > Storage card updates.

The system reboots and begins microSD upgrade.

When the upgrade is finished, the system will reboot with new software.

Configure the system accessibility options and accessibility plug-ins on your phone, such as using TalkBack for low-vision users.

Developer options contains settings that are useful when developing Android applications.
If you encounter problems while using the phone, or if it performs abnormally, you can refer to the chart below. If your particular problem cannot be resolved using the information in the chart, contact the dealer where you purchased the phone.

<table>
<thead>
<tr>
<th>Problem</th>
<th>Possible Causes</th>
<th>Possible Solution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Poor reception</td>
<td>The network signal is too weak at your current location, for example, in a basement or near a tall building, because wireless transmissions can not effectively reach it.</td>
<td>Move to a location where the network signal can be properly received.</td>
</tr>
<tr>
<td></td>
<td>The network is busy at the current time (for example, during peak times, there may be too much network traffic to handle additional calls).</td>
<td>Avoid using the phone at such times, or try again after waiting a short time.</td>
</tr>
<tr>
<td></td>
<td>You are too far away from a base station for your service provider.</td>
<td>You can request a service area map from your service provider.</td>
</tr>
<tr>
<td>Echo or noise</td>
<td>Poor network link quality on the part of your service provider.</td>
<td>End the call and dial again. You may be switched to a better-quality network link or phone line.</td>
</tr>
<tr>
<td></td>
<td>Poor local telephone line quality.</td>
<td>End the call and dial again. You may be switched to a better-quality network link or phone line.</td>
</tr>
<tr>
<td>Unable to select certain features</td>
<td>Your service provider does not support these features, or you have not applied for services that provide these features.</td>
<td>Contact your service provider.</td>
</tr>
<tr>
<td>Battery not charging</td>
<td>The battery or battery charger is damaged.</td>
<td>Contact the dealer.</td>
</tr>
<tr>
<td></td>
<td>The phone’s temperature is below 32°F (0°C) or higher than 113°F (45°C).</td>
<td>Adjust the battery charging environment to avoid extremes of temperature.</td>
</tr>
<tr>
<td></td>
<td>Poor contact between the battery and charger.</td>
<td>Check all connectors to make sure all connections have been properly made.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Problem</th>
<th>Possible Causes</th>
<th>Possible Solution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shortened standby time</td>
<td>The standby time is related to your service provider system configuration. The same phone used with different service providers’ systems will not provide exactly the same length of standby time.</td>
<td>If you are located in an area where signaling is weak, temporarily power off the phone.</td>
</tr>
<tr>
<td></td>
<td>The battery is depleted. In high temperature environments, battery life will be shortened.</td>
<td>Use a new battery.</td>
</tr>
<tr>
<td></td>
<td>If you are not able to connect to the network, the phone will continue to send out signals as it attempts to locate a base station. Doing so consumes battery power and will consequently shorten standby time.</td>
<td>Change your location to one where the network is accessible, or temporarily turn off your phone.</td>
</tr>
<tr>
<td>Cannot turn your phone on</td>
<td>Battery power has been depleted.</td>
<td>Recharge the phone’s battery.</td>
</tr>
<tr>
<td>(U)SIM card error</td>
<td>(U)SIM card malfunction or damage.</td>
<td>Take the (U)SIM card to your service provider for testing.</td>
</tr>
<tr>
<td></td>
<td>(U)SIM card inserted improperly.</td>
<td>Insert the (U)SIM card properly.</td>
</tr>
<tr>
<td></td>
<td>Debris on the (U)SIM card contacts.</td>
<td>Use a soft, dry cloth to clean the (U)SIM card contacts.</td>
</tr>
<tr>
<td>Unable to connect to the network</td>
<td>(U)SIM card invalid.</td>
<td>Contact your service provider.</td>
</tr>
<tr>
<td></td>
<td>You are not within the network’s service area.</td>
<td>Check the service area with your service provider.</td>
</tr>
<tr>
<td></td>
<td>Poor signal.</td>
<td>Move to an open space, or if you are inside a building, move closer to a window.</td>
</tr>
</tbody>
</table>
## Troubleshooting

<table>
<thead>
<tr>
<th>Problem</th>
<th>Possible Causes</th>
<th>Possible Solution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cannot answer incoming calls</td>
<td>You have activated the Call barring feature.</td>
<td>In Phone app, press the Menu Key &gt; Settings &gt; Call Barring Settings, and then check Deactive All.</td>
</tr>
<tr>
<td>Cannot make outgoing calls</td>
<td>You have activated the Call barring feature.</td>
<td>In Phone app, press the Menu Key &gt; Settings &gt; Call Barring Settings, and then check Deactive All.</td>
</tr>
<tr>
<td></td>
<td>You have activated the Fixed dial numbers feature.</td>
<td>In Phone app, press the Menu Key &gt; Settings &gt; Fixed Dialing Numbers and disable it.</td>
</tr>
<tr>
<td>PIN Code blocked</td>
<td>You have entered an incorrect PIN code three consecutive times.</td>
<td>Contact your service provider. If the service provider provides the (U)SIM card’s PUK code, use the PUK code to unlock the (U) SIM card.</td>
</tr>
<tr>
<td>Phone crashes, reboots, freeze, or cannot be powered on</td>
<td>Some third-party software is not compatible with your phone.</td>
<td>Reset the phone to factory status. Enter safety mode and uninstall the software that may cause the problem. Upgrade the phone software.</td>
</tr>
</tbody>
</table>

## For Your Safety

### General Safety

- Don’t make or receive handheld calls while driving. And never text while driving.
- Keep your phone at least 0.6 inches (15mm) away from your ear or body while making calls.
- Small parts may cause choking.
- Your phone can produce a loud sound.
- Keep away from pacemakers and other electronic medical devices.
- Switch off when asked to in hospitals and medical facilities.
- Switch off when told to in aircrafts and airports.
- Switch off when near explosive materials or liquids.
- Don’t rely on your phone for emergency communications.
- Don’t use at gas stations.
- Your phone may produce a bright or flashing light.
- Don’t dispose of your phone in fire.
- Avoid contact with anything magnetic.
- Avoid extreme temperatures.
- Avoid contact with liquids. Keep your phone dry.
- Don’t take your phone apart.
- Only use approved accessories.
Radio Frequency (RF) Energy

This model phone meets the government’s requirements for exposure to radio waves. This phone is designed and manufactured not to exceed the emission limits for exposure to radio frequency (RF) energy set by the Federal Communications Commission of the United States, Industry Canada of Canada.

During SAR testing, this device is set to transmit at its highest certified power level in all tested frequency bands, and placed in positions that simulate RF exposure in usage against the head with no separation, and near the body with the separation of 15 mm. Although the SAR is determined at the highest certified power level, the actual SAR level of the device while operating can be well below the maximum value. This is because the phone is designed to operate at multiple power levels so as to use only the power required to reach the network. In general, the closer you are to a wireless base station antenna, the lower the power output.

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

This device is compliance with SAR for general population /uncontrolled exposure limits in ANSI/IEEE C95.1-1992 and Canada RSS 102, and had been tested in accordance with the measurement methods and procedures specified in OET Bulletin 65 Supplement C, and Canada RSS 102. This device has been tested, and meets the FCC, IC RF exposure guidelines when tested with the device directly contacted to the body.

The FCC has granted an Equipment Authorization for this model phone with all reported SAR levels evaluated as in compliance with the FCC RF exposure guidelines. SAR information on this model phone is on file with the FCC and can be found under the Display Grant section of www.fcc.gov/oet/ea/fccid after searching on FCC ID: Q78-Z660G.

For this device, the highest reported SAR value for usage against the head is 1.23 W/kg, for usage near the body is 1.19 W/kg. While there may be differences between the SAR levels of various phones and at various positions, they all meet the government requirement.

SAR compliance for body-worn operation is based on a separation distance of 15 mm between the unit and the human body. Carry this device at least 15 mm away from your body to ensure RF exposure level compliance or lower to the reported level. To support body-worn operation, choose the belt clips or holsters, which do not contain metallic components, to maintain a separation of 15 mm between this device and your body.

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

FCC Compliance

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

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

NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:
- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

CTIA

a) Do not disassemble or open crush, bend or deform, puncture or shred.
b) Do not modify or remanufacture, attempt to insert foreign objects into the battery, immerse or expose to water or other liquids, expose to fire, explosion or other hazard.

c) Only use the battery for the system for which it is specified.
d) Only use the battery with a charging system that has been qualified with the system per CTIA Certification Requirements for Battery System Compliance to IEEE 1725. Use of an unqualified battery or charger may present a risk of fire, explosion, leakag, or other hazard.

e) Do not short circuit a battery or allow metallic conductive objects to contact battery terminals.
f) Replace the battery only with another battery that has been qualified with the system per this standard, IEEE-Std-1725. Use of an unqualified battery may present a risk of fire, explosion, leakag or other hazard.

Only authorized service providers shall replace battery. (If the battery is non-user replaceable).
g) Promptly dispose of used batteries in accordance with local regulations

h) Battery usage by children should be supervised.
i) Avoid dropping the phone or battery. If the phone or battery is dropped, especially on a hard surface, and the user suspects damage, take it to a service center for inspection.
j) Improper battery use may result in a fire, explosion or other hazard.

For those host devices that utilize a USB port as a charging source, the host device’s user manual shall include a statement that the phone shall only be connected to CTIA certified adapters, products that...
For Your Safety

Using Your Phone With a Hearing Aid Device

Your Z660G is compliant with the FCC Hearing Aid Compatibility (HAC) requirements. For additional HAC information, including the HAC rating of this product, please refer to www.zteusa-support.com.

When some wireless phones are used near some hearing devices (hearing aids and cochlear implants), users may detect a buzzing, humming, or whining noise. Some hearing devices are more immune than others to this interference noise, and phones also vary in the amount of interference they generate. The wireless telephone industry has developed ratings for some of their mobile phones to assist hearing device users in finding phones that may be compatible with their hearing devices. Not all phones have been rated. Phones that have been rated have a label on the box.

Your Z660G has been tested for hearing aid device compatibility and has an M3/T3. These ratings are not guaranteed. Results will vary, depending on the level of immunity of your hearing device and the degree of your hearing loss. If your hearing device happens to be vulnerable to interference, you may not be able to use a rated phone successfully.

M-Ratings: Phones rated M3 or M4 meet FCC requirements and are likely to be more usable with a hearing device’s telecoil (“T Switch” or “Telephone Switch”) than unrated phones. T4 is the better/higher of the two ratings. (Note that not all hearing devices contain telecoils.) The more immune your hearing aid device is, the less likely you are to experience interference noise from your wireless phone. Hearing devices may also be measured for immunity to this type of interference. Your hearing device manufacturer or hearing health professional may help you find results for your hearing device.

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

HAC for Newer Technologies

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

T-Ratings: Phones rated T3 or T4 meet FCC requirements and are likely to be more usable with a hearing device’s telecoil (“T Switch” or “Telephone Switch”) than unrated phones. T4 is the better/higher of the two ratings. (Note that not all hearing devices contain telecoils.) The more immune your hearing aid device is, the less likely you are to experience interference noise from your wireless phone.

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

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

Distraction

Driving

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

Operating Machinery

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

Product Handling

General Statement on Handling and Use

You alone are responsible for how you use your phone and any consequences of its use. You must always switch off your phone wherever the use of a phone is prohibited. Use of your phone is subject to safety measures designed to protect users and their environment.

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

Small Children

Do not leave your phone and its accessories within the reach of small children or allow them to play with it. They could hurt themselves or others, or could accidentally damage the phone. Your phone contains small parts with sharp edges that may cause an injury or may become detached and create a choking hazard.
Demagnetization
To avoid the risk of demagnetization, do not allow electronic devices or magnetic media close to your phone for a long time.

Electrostatic Discharge (ESD)
Do not touch the SIM/SD card’s metal connectors.

Antenna
Do not touch the antenna unnecessarily.

Normal Use Position
When placing or receiving a phone call, hold your phone to your ear, with the bottom toward your mouth.

Power Supply
Do not connect your mobile phone to the power supply or switch it on until instructed to do so in the installation instructions.

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

Seizures/Blackouts
The phone can produce a bright or flashing light. A small percentage of people may be susceptible to blackouts or seizures (even if they have never had one before) when exposed to flashing lights or light patterns such as when playing games or watching video. If you have experienced seizures or blackouts or have a family history of such occurrences, please consult a physician.

Repetitive Stress Injuries
To minimize the risk of RSI when texting or playing games with your phone:
- Do not grip the phone too tightly.
- Press the buttons lightly.
- Use the special features which are designed to minimize the times of pressing buttons, such as Message Templates and Predictive Text.
- Take lots of breaks to stretch and relax.

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

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

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

Electrical Safety

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

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

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

Battery Handling & Safety
- Do not disassemble or crush, bend or deform, puncture, or shred.
- Do not modify or remanufacture, attempt to insert foreign objects into the battery, immerse or expose to water or other liquids, expose to fire, explosion or other hazard.
- Only use the battery for the system for which it is specified.
- Only use the battery with a charging system that has been qualified by ZTE. Use of an unqualified battery or charger may present a risk of fire, explosion, leakage or other hazard.
- Do not short-circuit a battery or allow metallic conductive objects to contact battery terminals.
- Replace the battery only with another battery that has been qualified with the system per this standard, IEEE-Std-1725. Use of an unqualified battery may present a risk of fire, explosion, leakage or other hazard.
- Promptly dispose of used batteries in accordance with local regulations.
- Battery usage by children should be supervised.
- Avoid dropping the phone or battery.
- Improper battery use may result in a fire, explosion, or other hazard.
- The phone shall only be connected to products that bear the USB-IF logo or have completed the USB-IF compliance program.
Radio Frequency Interference

General Statement on Interference
Care must be taken when using the phone in close proximity to personal medical devices, such as pacemakers and hearing aids.

Pacemakers
Pacemaker manufacturers recommend that a minimum separation of 6 inches (15 cm) be maintained between a mobile phone and a pacemaker to avoid potential interference with the pacemaker. To achieve this, use the phone on the opposite ear to your pacemaker and do not carry it in a breast pocket.

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

Medical Devices
Please consult your doctor and the device manufacturer to determine if operation of your phone may interfere with the operation of your medical device.

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

Aircraft
Switch off your wireless device whenever you are instructed to do so by airport or airline staff. Consult the airline staff about the use of wireless devices on board the aircraft. If your device offers a "flight mode," this must be enabled prior to boarding an aircraft.

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

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

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

Vehicles Equipped with an Airbag
An airbag inflates with great force. Do not place objects, including either installed or portable wireless equipment, in the area over the airbag or in the airbag deployment area. If in-vehicle wireless equipment is improperly installed and the airbag inflates, serious injury could result.

Third Party Equipment
The use of third party equipment, cables or accessories, not made or authorized by ZTE, may invalidate the warranty of the mobile phone and also adversely affect the mobile phone’s operation. For example, use only the ZTE charger supplied with the mobile phone.

Efficient Use
For optimum performance with minimum power consumption, do not cover the mobile phone with anything. Covering the mobile phone may cause the mobile phone to operate at higher power levels than needed, and may shorten the using time of the battery.
Specifications

Handset specifications are shown in the following table.

<table>
<thead>
<tr>
<th>Specification</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Handset Standards</td>
<td>GSM and UMTS 850/1900, AWS 1700</td>
</tr>
<tr>
<td>Dimensions (H × W × D)</td>
<td>4.57” (H) x 2.4” (W) x 0.5” (D)</td>
</tr>
<tr>
<td>Weight</td>
<td>4.2 oz. (with battery)</td>
</tr>
<tr>
<td>Display</td>
<td>3.5” 320 x 480</td>
</tr>
<tr>
<td>Camera</td>
<td>3 megapixel camera</td>
</tr>
<tr>
<td>Internal memory</td>
<td>ROM: 4GB, RAM: 512MB</td>
</tr>
<tr>
<td>Removable memory card</td>
<td>Supports microSD card up to 32GB</td>
</tr>
<tr>
<td>Battery</td>
<td>1,300 mAh</td>
</tr>
<tr>
<td>Continuous idle time</td>
<td>Up to 2-3 days</td>
</tr>
<tr>
<td>Continuous talk time</td>
<td>Up to 9 hours</td>
</tr>
<tr>
<td>WAP browser version</td>
<td>WAP 2.0</td>
</tr>
</tbody>
</table>

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