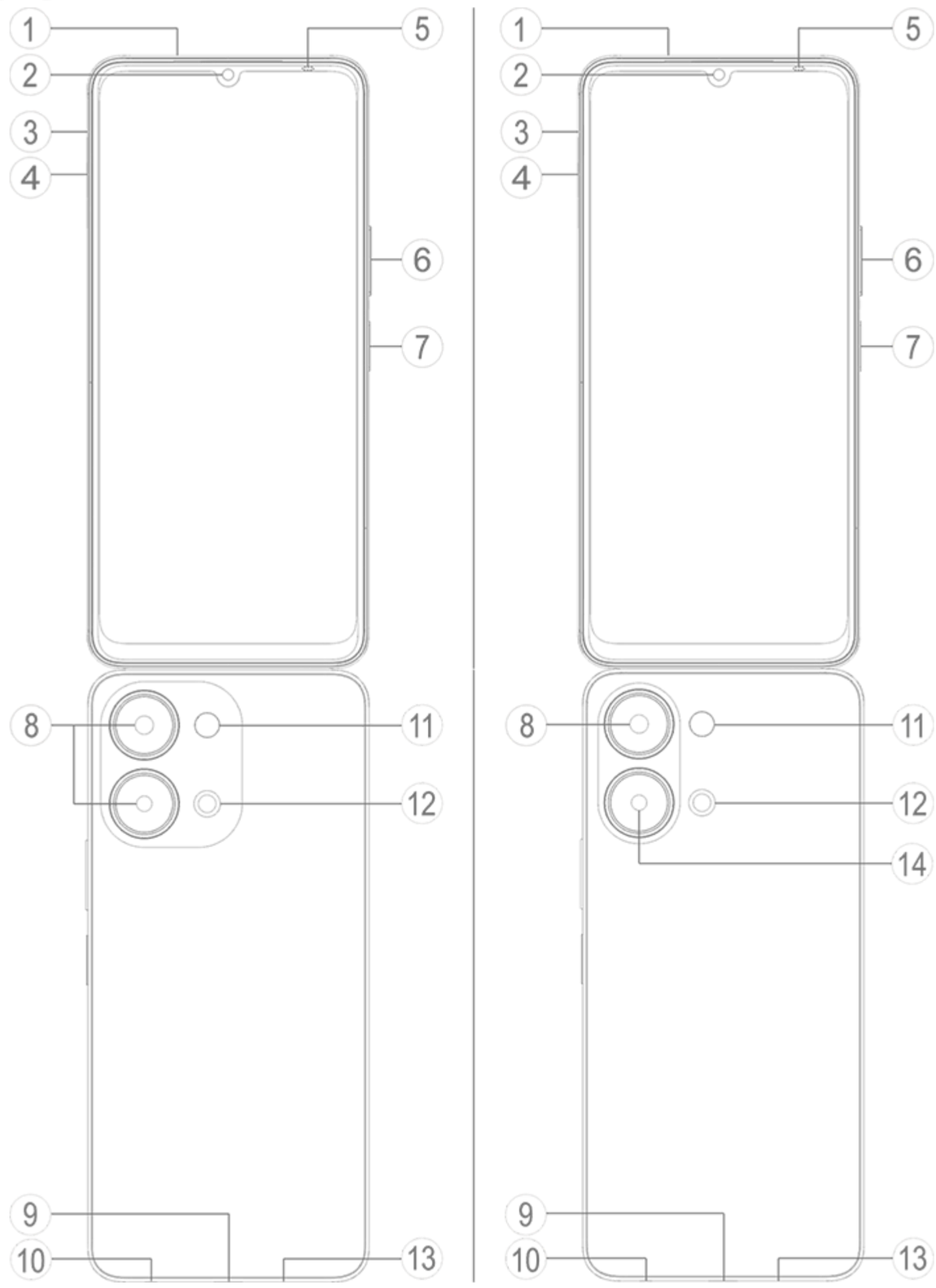
Overview and Quick Start

Device layout



Note

The illustrations in the Manual are for reference only. Options may vary by device model.

Buttons and components

① **Receiver & Speaker**: Receives sound during a call and plays sound. Avoid blocking them.

② **Front camera**: Takes photos, records videos and performs face recognition.

③ **Pinhole**: Insert the ejection pin into the pinhole and press it inwards to eject the tray.

④ **Tray**: Loads a physical card.

⑤ **Ambient light sensor & Proximity sensor**: Automatically detects the ambient brightness and adjusts the screen brightness accordingly.
Automatically turn off the screen when your phone is brought close to your ear during calls or when the phone is in your pocket to prevent accidental touches.

⑥ **Volume buttons**: Used to adjust the volume.

⑦ **Power button & Fingerprint sensor**: Press and hold the Power button to turn your phone on when it is off.
The fingerprint sensor can identify your fingerprints, enabling you to unlock your phone without a password.

⚠**Note**

When your phone doesn’ t work properly, press and hold the power button and volume down button for at least 10 seconds to force-restart it.

⑧ **Rear camera:** Takes photos, records videos and scans QR codes.

⑨ **USB port**: Connects to devices like PC, hard disk and digital earphones via a data cable for charging and data transfer.

⑩ **Headset port**: Used to connect wired earphones to your device.

⑪ **Flash & Super torch**: Provides extra light for photo taking and video recording. It can also be used as a torch.
Used as a high-brightness torch.

⑫ **Dynamic light**: Provides ambient lighting and reminders for notifications, incoming calls and other events.

⑬ **Microphone**: Transfers sound during calling or audio recording. Avoid blocking it.

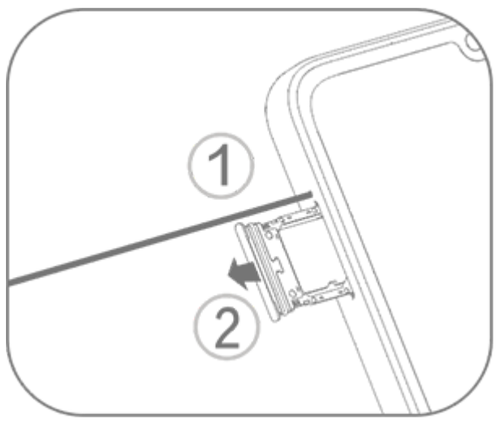
⑭ **Infrared blaster**: Allows remote control of home appliances by emitting coded infrared light. Do not block the emitter area.

Set up and get started

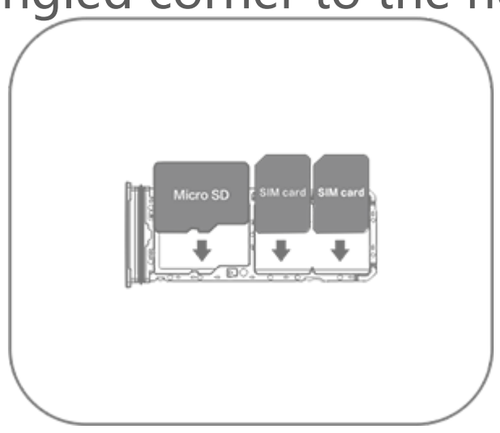
Insert a SIM card

⚠**Note: Depending on your region or carrier, you may get a single or dual SIM phone, but the differences between the two versions are not fully covered in the Manual. The illustrations in the Manual are for reference only. Options may vary by device model.**

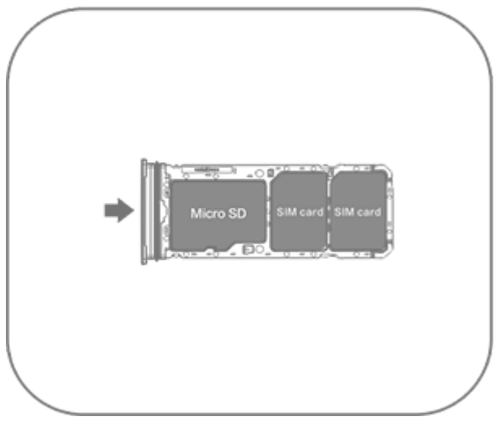
You can insert a nano-SIM card (SIM 1 or SIM 2) without needing to turn your device off. When turned on, it will automatically identify whether you have inserted a nano-SIM card (SIM 1 or SIM 2). Your device uses nano-SIM cards (SIM 1 or SIM 2).
1. Insert an eject pin into the hole, push it all the way into the hole until the tray ejects, and then pull the tray out.



2. Place your nano-SIM card into the SIM 1 or SIM 2 holder in the direction of the arrow as shown in the illustration. Make sure to align the angled corner to the notch on the holder.



3. Hold your device face up, and then slide the tray all the way into the slot in the direction as indicated by the arrow.



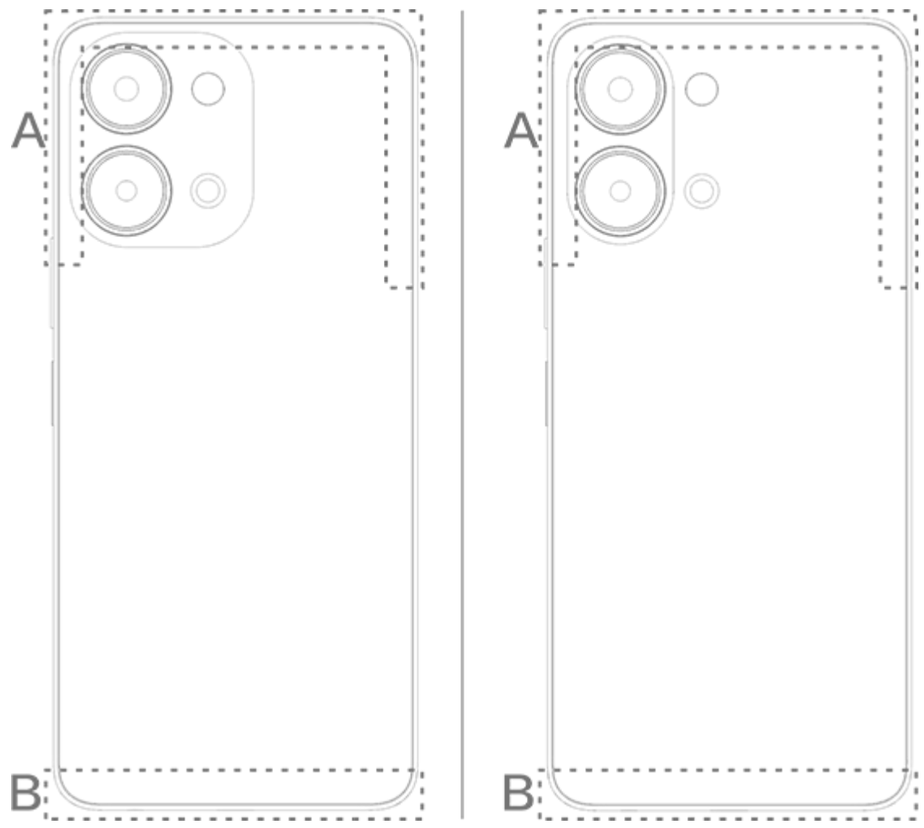
Note

1. Do not remove the back cover to avoid damaging your device.
2. Do not insert the nano-SIM card (SIM 1 or SIM 2) directly into the slot of your phone.
3. Trying to trim the nano-SIM card yourself may lead to card damage or cause serious damage to your device. If the nano-SIM card (SIM 1 or SIM 2) doesn't match your device, go to your carrier and request a replacement with a standard-sized card.
4. Your device adopts a dual-SIM dual-standby single-pass solution, which means you can't use both SIM cards for calls or data services simultaneously.
· During a call made with one SIM card, the other SIM card will be temporarily disabled. If someone makes a call to this line, they will hear prompts, such as "The number you have dialled is not in service" or "The subscriber you have dialled is not available. Please try again later".
· When one SIM card is connected to the data network, the other SIM card is unable to access data services.
This is caused by the device design and has nothing to do with the carrier's network conditions. By using a single SIM in your device, this design greatly enhances battery life and minimizes power consumption. To receive reminders for missed calls, contact your carrier to enable missed call notifications, incoming call notifications, and secretary services.

Antenna

Your device is equipped with a built-in antenna.
Don't touch the antenna when it is transmitting or receiving signals. Touching the antenna may compromise the communications quality, cause your device to function at an unnecessarily high power level, as well as shorten the battery life.

The antenna is located inside the area marked with dotted lines. Don't cover this area when holding your device, as shown in the diagram below:
A. GPS/Wi-Fi/Bluetooth antenna
B/C. Communications antenna



Note

The illustrations in the Manual are for reference only. Options may vary by device model.

Basic gestures

Get familiar with basic gestures to interact with your device better.

Basic gestures

	Tap the screen
	Swipe up
	Swipe down
	Swipe right
	Swipe left
	Pinch in on the screen
	Pinch out on the screen

Status icons

Status icons appear in the status bar at the top of the screen. See the table below for common status icons and their meanings.

	Signal strength
	No signal
	Flight mode on
	Wi-Fi on

2G/G/E	2G on
3G/H/H+	3G on
4G/4G+	4G on
5G	5G on
LTE/LTE+	LTE on
/	Bluetooth device connected
	Vibration mode on
	Silent mode on
	Do Not Disturb on
/	New message
/	Missed call
	Alarm on
/ /	Battery level
/ /	Charging
	Data-saving mode on
	Hotspot on
	Location on
	VPN connected
/	Screen Mirroring on
	Record Screen on
/	Earphones connected
	NFC on

Note

1. The network symbols may differ depending on your carrier and network settings.
2. The icons may vary by device model. The status icons in the above table are for reference only.
3. The 5G icon is for illustrative purposes only and will only be visible on phones with 5G capabilities.

Turn your device on or off

Turn off your device

To turn your device off, press and hold the Power button and Volume up button simultaneously and then swipe ⏻ rightwards.

Turn on your device

To turn on your device, press and hold the Power button until your device vibrates.

⚠Note

When your device is very low on power, it will display an image of a nearly depleted battery. Charge your device to use it.

Restart your device

To restart your device, press and hold the Power button and Volume up button simultaneously and then swipe rightwards.

Force restart your device

Press and hold the Power button and Volume down button simultaneously for at least 10 seconds to force restart your device.

Charge your device

When the battery is running low, you will be prompted to charge your device.

Charge via a USB cable

To charge your device via a charger and a USB cable:
1. Connect the charger to your device via a USB cable.
2. Plug the charger into a power outlet.
3. Disconnect the charger when your device is fully charged.

⚠Note

To ensure charging safety, use the charger and USB cable compatible with your device.

Charge with a wireless charger

To charge your device wirelessly:
1. Place your device on the centre of the wireless charger with the screen facing upwards.
2. Plug the charger into a power outlet.
3. Disconnect the charger when your device is fully charged.

⚠Note

This feature is only available on devices that support wireless charging.

Connect to earphones

You can connect earphones to your device to listen to music or watch movies in private.

Connect to wireless earphones

Method:
1. Turn the wireless earphones on and make sure they are in discovery mode.
2. Use your device to search for and pair with these earphones in the following ways:
   2.1 Go to **Settings** > **Bluetooth** and turn on **Bluetooth**.
   2.2 Tap the name of the Bluetooth device to be paired with your device in **Available devices**.
   2.3 Follow the on-screen instructions to connect.
3. Once connected, the **Bluetooth** screen will display the connected device.

Note

The steps may vary depending on the earphones. Refer to the earphone manual for details.

Connect to wired earphones

Method:
Plug the earphones directly into the earphone jack and ensure they are securely plugged in.

Note

Some devices have a combined USB and earphone jack.

Adjust the volume

When you make or answer calls or stream multimedia files on your device, you can use the side buttons to turn the volume up or down.

Press and hold the volume buttons to adjust the volume

When you stream multimedia files on your device, press the Volume up or down button to turn the volume up or down.

Quickly mute your device

· When your device rings for an incoming call or alarm, press and hold the Volume down button to quickly mute it.
· When there is an incoming call, flip your device to quickly mute it.

Note

1. Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
2. If you can't find a certain option on your device, it means the feature is not supported.

Select a language

Select a language during the setup

When you turn your device on for the first time, you can select a language from the setup wizard based on your preferences. Method:
1. Tap .
2. Select a language.
3. Tap **Get started with OriginOS**.

Set the system language and region

When you are on a trip or have relocated to a different area and you want to change the language or region, go to **Settings** > **System management** > **Languages and region**.

· To change the system language:
1. Tap **Language and region** > **Add language**.
2. Select the language you want to add and tap **Change system language**.

· To change to a language that has been added, tap it in the language list.

· To remove a language from the list, tap **Language and region** > > > .

Note

To remove a language, make sure there are at least two languages in the list.

· To change the language for a certain app:
1. Tap **App language**.
2. Tap the app for which you want to change the language.
3. Select a language from the language list.

Note

This feature is available only for apps that support language selection.

· To change to a different region:
1. Tap **Region**.
2. Enter the region you want to change to in the search bar.
3. Select a region from the region list.

Connect to the internet

To connect your device to a Wi-Fi or mobile network, you can do the following.

Connect to a Wi-Fi network

Method:
1. Turn Wi-Fi on using the following methods:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre and tap .
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre and tap .
· Go to **Settings** > **Wi-Fi** and turn **Wi-Fi** on.
2. Go to **Settings** > **Wi-Fi** and tap a network to connect to.
indicates that a Wi-Fi password is required.

Connect to a mobile network

Method:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre and tap .
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre and tap .
· Go to **Settings** > **Mobile network (SIMs and mobile network)** and turn **Data network** on.

Note

1. **Mobile network** is displayed when a single card is inserted and **SIMs and mobile network** is displayed when two cards are inserted.
2. After Mobile data is enabled, you can access apps that require an internet connection such as Browser and Email over the

mobile network.
3. Charges may apply. For details, contact your carrier.

Transfer files

Migrate data to the new device with one tap

Path: **EasyShare > Device clone**

Tap **Device clone** to migrate data from your old device to a new one without consuming any data.

Method:
1. Tap on the new device and select the type of the old device.
2. Tap on the old device.
3. Connect the new and old devices by scanning a QR code or manually entering a hotspot.
4. Select the file data to be transferred on the old device and tap **Next**.
5. Tap **Start exporting**.

Note

1. This is an overview of the feature. To view the feature's details, go to **Home screen apps > EasyShare** in the manual.
2. Make sure that the phones have EasyShare installed before transferring data.
3. When file transfer is complete, the data of the same apps on the new phone will be overwritten.

Send or receive files

Path: **EasyShare > File transfer**

Use **File transfer** to send and receive different types of files at high speed without consuming any data.

Take Android devices for example:
1. Tap on the sending device.
2. Select files.
3. Generate a QR code on the sending device.
4. Tap on the home page of the receiving device and scan the QR code.
5. The sending device successfully pairs up with the receiving device.
6. Tap **Send** on the sending device.

Note

This is an overview of EasyShare features. For more information, go to **Apps > EasyShare** in the Manual.

Transfer files between your computer and phone with a USB cable

• Connect your phone to a Windows computer with a USB cable

Method:
1. Connect your phone to your computer with a USB cable.
2. Pull down the notification bar on your phone.
3. Tap the "Charging this device via USB" notification.
4. Select **File transfer**.
5. Double-click on "This PC" on your computer to view the connected device.
6. Double-click to access the device and copy or manage files on your phone.

Note

1. To ensure the proper functioning of this feature, it is necessary to install Windows Media Player 11 or a higher version on Windows XP computers. This is not a prerequisite for Windows 7 or newer operating systems.
2. The button name may vary by computer.

- **Connect your phone to a Mac computer with a USB cable**

Method:
1. Connect your phone to your computer with a USB cable.
2. Download the MTP tool on your computer.
3. Locate AndroidFileTransfer.dmg and double-click to open it.
4. Double-click the Android robot icon.
5. Copy or manage files on your phone.

Manage your account

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

You need to sign in to your account to use some services.

Sign in

Method:
1. Go to **Settings** and tap .
2. Follow the on-screen instructions to sign in and modify your profile or link the account to an email address.

Add an account

Method:
1. Go to **Settings** > **Users and accounts** and tap **Add account**.
2. Select an account type and follow the on-screen instructions to add the account.

⚠Note

You must connect your device to the internet to use this feature.

Set up system navigation modes

Gesture navigation

To return to the previous screen, go back to the home screen, and switch between open apps with gestures, go to **Settings** > **System management** > **System navigation** and select **Full screen gestures**.

Do any of the following, as needed:
· To return to the previous screen: Swipe inward from the left or right edge of the screen.
· To go back to the home screen: Swipe up from the bottom of the screen.
· To access the Recent apps screen: Swipe up from the bottom and hold.
· To close a background app: Go to the Recent apps screen, and tap ✕.

⚠Note

When an app is locked, tapping ✕ won't close it.

Navigation keys

To return to the previous screen, go back to the home screen, and switch between open apps with buttons, go to **Settings** > **System management** > **System navigation** and select **Navigation keys**.

Do any of the following, as needed:
· /: Return to the previous screen.
· : Go back to the home screen.
· /: Access the Recent apps screen.

Change UI colours

You can change the UI colour of your device.

Method:
1. Go to **Settings** > **Home screen, lock screen & wallpaper** > **System styles**, and turn on **System and app UI colour**.
2. Select a colour from the basic colours or pick a colour from the wallpaper.
3. To restore to the original system and app UI colour, turn off **System and app UI colour**.

Note

All illustrations in this Manual show the default UI colours of the device with **System and app UI colour** disabled. The illustrations are for reference only. The UI colours may be different on specific devices.

Change the wallpaper

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier, and country/region.
Please contact your distributor or service provider for more information.

You can change the theme or wallpaper of your device.

Change the theme

Method:
1. Go to **Settings** > **Home screen, lock screen & wallpaper** > **Theme**.
2. Select a theme.

Change the wallpaper

Method 1:
1. Go to **Settings** > **Home screen, lock screen and wallpaper** > **Wallpaper**.
2. Do any of the following:
· Select a preloaded wallpaper.
· Tap **Select from Albums** and select a wallpaper.
· Go to **More wallpapers** and select a wallpaper.

Note

1. Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
2. If you can't find a certain option on your device, it means the feature is not supported.

Method 2:
1. Go to **Albums** to select the desired image.

2. Open the image or video in full screen and then tap ⋮ > **Set as wallpaper**.

Adjust the screen brightness and fonts

Adjust the screen brightness

• Manually adjust the screen brightness

You can adjust it using the following methods:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre and drag .
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre and drag .
· Go to **Settings** > **Display, brightness and eye protection** and drag .

• Automatically adjust the screen brightness

You can adjust it using the following methods:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre and tap .
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre and tap .
· Go to **Settings** > **Display, brightness and eye protection** and turn **Auto-brightness** on.

Adjust the font size and style

• Adjust fonts:

Method:
1. Go to **Settings** > **Display, brightness and eye protection**.
2. Do any of the following:
· To enlarge or reduce the font size, go to **Font size and weight** and drag under **Font size**.
· To make all fonts appear with bold weighting, go to **Font size and weight** and tap **Bold font**.
· To enlarge or reduce the size of all content, drag under **Display size**.

• Change the font style

Method:
1. Go to **Settings** > **Display, brightness and eye protection** > **Font style**.
2. Select from the following options:
· Select a preloaded style.
· Tap **More fonts** to download a preferred font style.

Note

1. Whether the app is supported on a certain device and what features are available may vary by device model, carrier, and country/region.
2. If you can't find a certain option on your device, it means the feature is not supported.

Enter text

Enter text on your device

To enter text, tap the input box, which will bring up the keypad.

Copy and paste text

Method:
1. Tap and hold the text to be copied.
2. Drag the cursor to select content.
3. Tap **Copy**.
4. Tap and hold at the area for pasting text.
5. Tap **Paste**.

Note

1. Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
2. If you can't find a certain option on your device, it means the feature is not supported.

Screenshots and screen recording

How to take a screenshot

To take a screenshot:

Method 1:
Press and hold the Power button and the Volume down button to take a quick screenshot.

Method 2:
Swipe down with three fingers to take a quick screenshot.
To disable this feature, go to **Settings** > **Shortcuts & accessibility** > **S-capture** and disable **Gesture screenshot**.

Note

This feature is not supported in Super Battery Saver mode.

Method 3:

You can take a quick screenshot using the following methods:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre and tap **Super screenshot**.
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre and tap **Super screenshot**.

- **S-capture**

To record the screen:
1. Tap **Record screen**.
2. Upon first use, tap **Start screen recording**.
To change the screen recording settings, go to **Settings** > **Shortcuts and accessibility** > **Super screenshot**.
3. Tap ▶ to start recording and ⏸ to pause recording.
4. Tap ■ to stop recording.

To take a long screenshot:
1. Tap **Long screenshot**.
2. Drag the top handle upward to set the starting point of the long screen.
3. Swipe up on the screen until you have captured all or as much of the screen as you want.
4. Tap **Save**.

To take a marquee screenshot:
1. Tap **Area screenshot**.
2. Drag the marquee to select the area to be captured.
3. Tap .

To record an animation:
1. Tap **Area recording**.
2. Drag the marquee to select the area to be recorded.
3. Tap **Record animation** or **Record video**.
4. Tap .

Control centre features

You can quickly access frequently used shortcuts, view system notifications, and more from the Control centre.

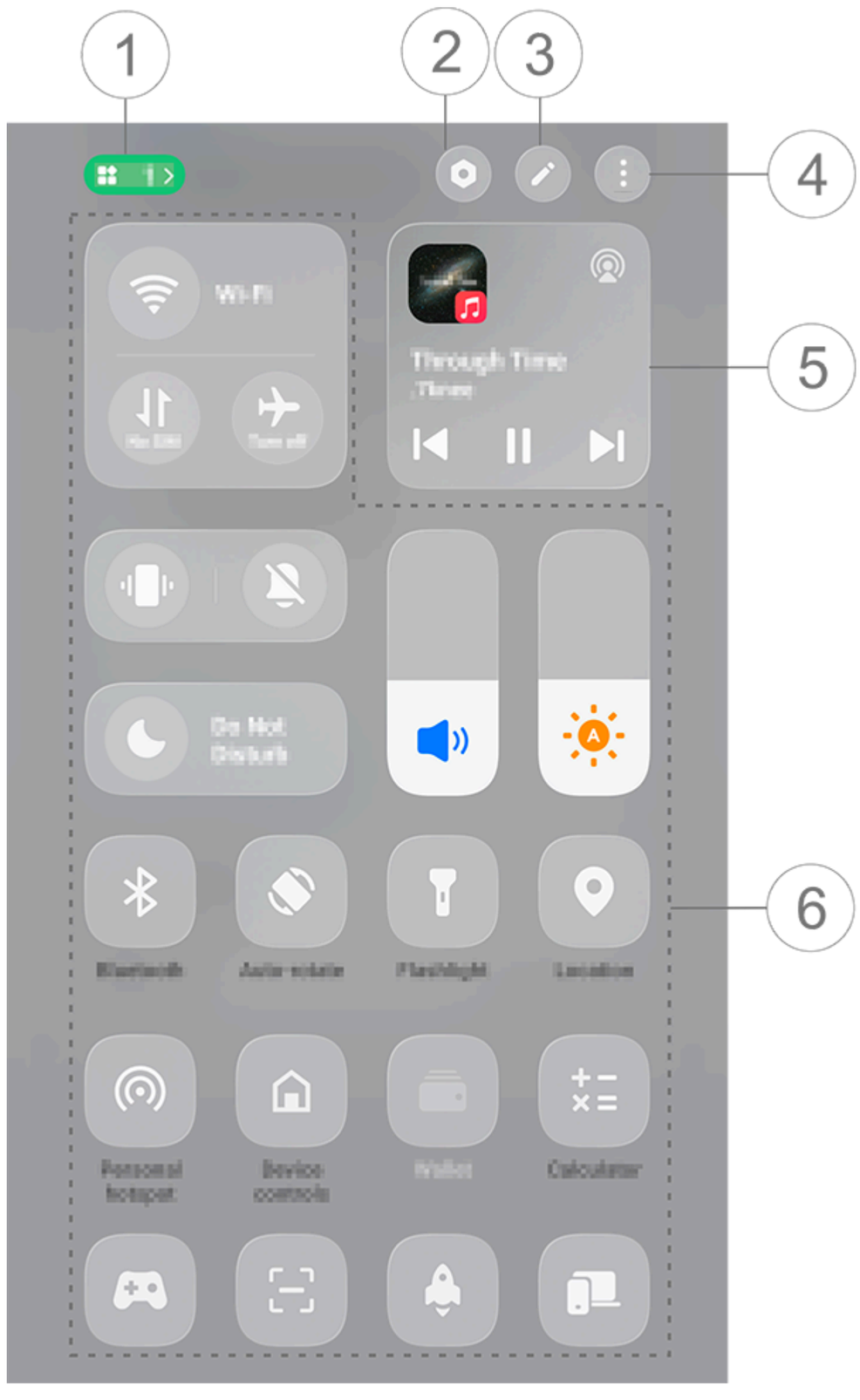
Open Control centre

Method:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre.
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre.

To adjust the display mode of the Control centre and Notification centre, go to **Settings** > **System management** > **Control centre** and select the desired display mode.

Introduction to the Control centre

- **Display Control centre and Notification centre separately**



Note

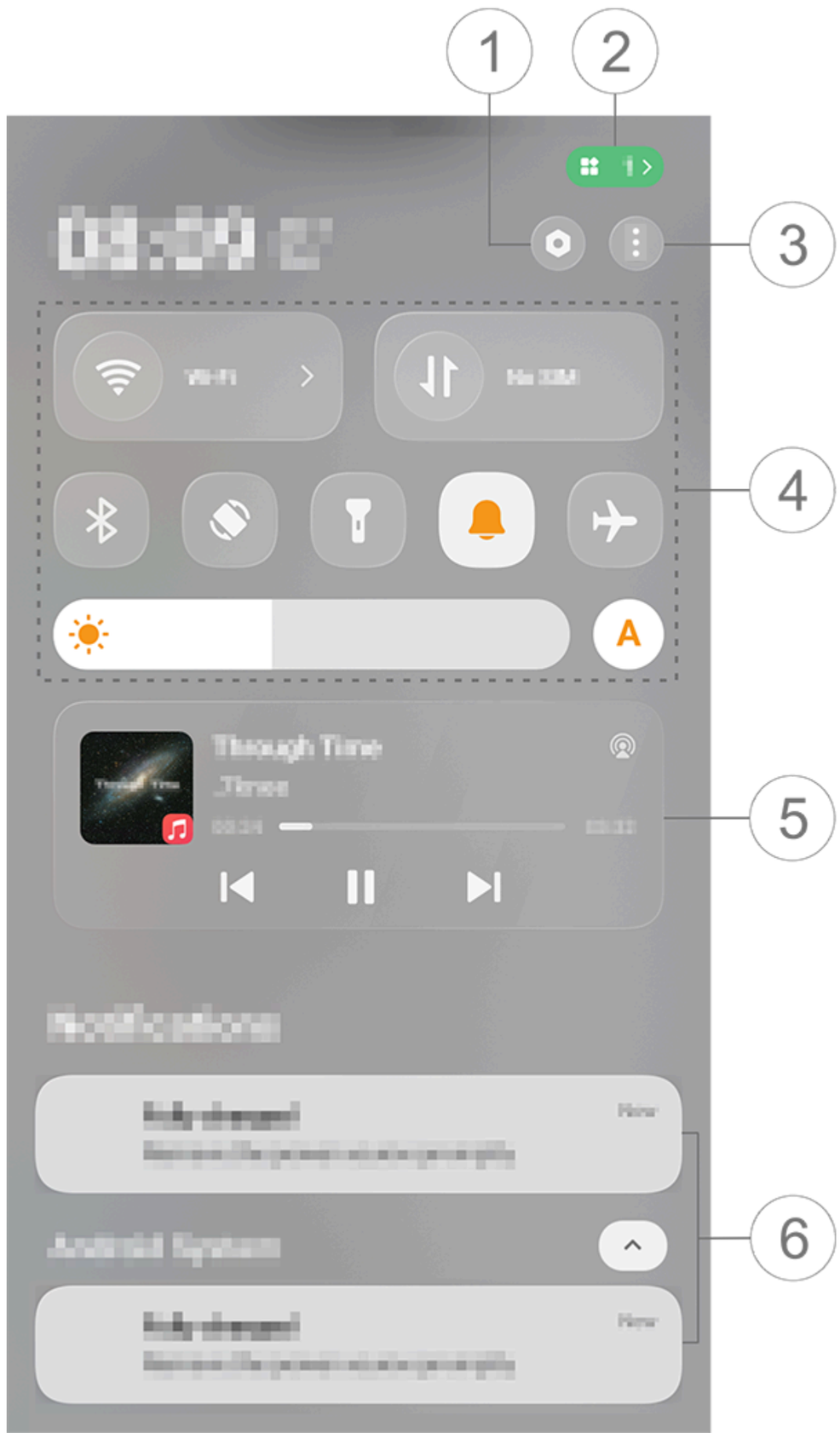
The illustration is for reference only. Some options may not be available on certain models.

① View or close running apps.
② Tap to access **Settings**.
③ Add or adjust shortcut options.
④ Access features such as the Control centre or Multi-user.
⑤ Music playback control (displayed when **Show media player** is turned on).
⑥ Shortcut options.
· To enable or disable a feature, tap the corresponding option.
· To access the settings screen of a feature, tap and hold the corresponding option (available for some options).

Note

1. Whether the app is supported on a certain device and what features are available may vary by device model, carrier, and country/region.
2. If you can't find a certain option on your device, it means the feature is not supported.

• Merge Control centre and Notification centre



Note

The illustration is for reference only. Some options may not be available on certain models.

① Tap to access **Settings**.
② View or close running apps.
③ Access features such as the Control centre or Multi-user.
④ Shortcut options.
· To enable or disable a feature, tap the corresponding option.
· To access the settings screen of a feature, tap and hold the corresponding option (available for

some options).
⑤ Music playback control (displayed when Music is in use).
⑥ System notification bar.
· To delete a notification, swipe left on it (available for some notifications).
· To clear all notifications, tap (available for some notifications).

Note

1. Whether the app is supported on a certain device and what features are available may vary by device model, carrier, and country/region.
2. If you can't find a certain option on your device, it means the feature is not supported.

Lock screen features

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

You can lock or unlock your screen, and configure the lock screen in the following ways.

Lock your screen

To lock your screen:
· Press the Power button to manually lock the screen.
· Go to **Settings** > **Display, brightness and eye protection** > **Auto-lock screen** and select the preferred duration. The screen will lock automatically after it has been inactive for the selected duration.

Configure the lock screen

To change the lock screen style and create a lock screen shortcut, you can do the following.

Method:
1. Go to **Settings** > **Home screen, lock screen & wallpaper** > **Lock screen settings**.
2. Do any of the following:
· To set the lock screen clock, date style, or features that can be quickly started on the lock screen, tap **Edit**.
· To change the lock screen wallpaper with the theme, enable **Change lock screen wallpaper based on theme**.

Note

Only static wallpapers can change along with themes.

Unlock your device

If you haven't set up a password lock, fingerprint lock or face lock, when the screen is locked and turned on, swipe up to unlock your device.

If you have set up a password lock, fingerprint lock or face lock, when the screen is locked and turned on, unlock your device in the following ways:
· Swipe up on the screen and enter your lock screen password.
· Touch the fingerprint sensor using a registered fingerprint.
· Align your face with the screen. Your device will unlock once your face is recognised.

Note

To learn about how to set up a password lock, face lock or fingerprint lock, go to **Settings** > **Security & privacy** in the Manual.

Edit home screen

Add an app or a widget to the home screen

• Add an app to the home screen

Method:
1. Swipe up on the home screen to access the **Apps** screen.
2. Tap and hold an app, drag it to the desired position on the home screen, and then lift your finger.

• Add a widget to the home screen

Method:
1. Go to the **Widgets** screen in the following ways:
· Pinch with two fingers or tap and hold a blank area on the home screen and then tap **Widgets**.
· Swipe up on the home screen and then tap **Widgets**.
2. Tap and hold a widget, drag it to the desired position on the home screen, and then lift your finger.

Manage the home screen

• Create an app folder

To group your apps for improved management, you can do the following.

Method:
1. Tap and hold an app.
2. Drag the app to another app and lift your finger to automatically create a folder.
3. Do any of the following:
· To rename the folder, tap and hold the folder and then tap **Rename**.
· To change the folder colour, tap and hold the folder and select the appropriate colour.
· To dissolve the folder, tap and hold the folder and then tap **Dissolve folder**.
· To change the folder size, tap and hold the folder, drag to the desired size and then release your finger.

• Remove or uninstall an app

Remove or uninstall an app in the following ways:
· Tap and hold the app, and tap **Remove** or .
· Pinch your fingers or tap and hold a blank area on the home screen to access editing mode, select the app you want to remove, and then tap **Remove**.

• Remove a widget

Method:
· Tap and hold a widget, and then tap **Remove**.
· Pinch your fingers or tap and hold a blank area on the home screen to access editing mode, select the widget you want to remove, and then tap **Remove**.

• Rearrange pages on the home screen

Method:
1. Pinch your fingers or tap and hold a blank area on the home screen to enter editing mode.
2. Tap and hold a thumbnail and drag it to the desired position, then lift your finger.

Use Smart split

You can enable split-screen mode to use two apps on the same screen. With split-screen mode enabled, incoming messages from another app appear as floating icons. Tapping the icon splits the screen into two, allowing you to view messages from both apps simultaneously.

Enable split-screen mode

Enable split-screen for apps that support this mode in the following ways:

Method 1:
1. Access the Recent apps screen.
2. Tap > **Split-screen**.

Method 2:
If you have enabled the "Slide up with three fingers to split screen" feature, split the screen by sliding up with three fingers.
To enable the "Slide up with three fingers to split screen" feature, go to **Settings** > **Shortcuts & accessibility** > **Screen-split** and enable **Slide up with three fingers to split screen**.

Upgrade your device

Note

Unauthorised ROM flashing or system updates may incur security risks. You are advised to back up your data before upgrading the system.

• Automatically detect updates

To detect updates:
· Go to **Settings** > **System update**. Your device will automatically detect available updates. You can download and install them as needed.
· Go to **Settings** > **System update** > > **Upgrade settings** and turn **Smart Upgrade** on. This allows your device to automatically download and install updates via Wi-Fi during idle hours at night.

Note

1. You must connect your device to the internet to use this feature.
2. System updates may incur a large amount of data. You are advised to download them over Wi-Fi.
3. If there are no available updates, it indicates that your device is already up to date.

• Upgrade your device with an existing package

To upgrade your device with an existing package:
1. Go to **Settings** > **System update** > > **Upgrade settings** > **Local upgrade**. Your device will automatically scan for available packages.
2. Select the upgrade package to be installed, and tap **Start upgrade**.

Note

A system update package is required on your device to use this option.

Find devices

Find your device

To find, protect or erase your device, make sure that your device:
· Is sufficiently charged or connected to a power source.

· Has the device finding feature enabled in **Settings** > **Security & privacy** > **Find Hub**.
· Is signed in with your Google account.
· Is connected to a network.
· Is visible on Google Play.

Note

Refer to the specific operational requirements for the conditions to be met by the device.

• To find, protect or erase your device

Method:
1. Go to **Settings** > **Security & privacy** > **Find Hub** and choose one of the following methods to use Find Hub:
· Tap to download the Find Hub app
· Tap to open the Find Hub website;
2. Sign in to your Google account.
3. Your lost device gets a notification.
4. You will get notified of the approximate location or the last known location of your device.
5. Follow the on-screen instructions to select what you want to do.

Note

1. To learn more about other options, go to **Settings** > **Security & privacy** > **Find Hub** > **Learn more about Find Hub**.
2. You must connect your device to the internet to use this feature.

Use accessibility shortcuts

You can quickly enable an accessibility feature with a floating button from Accessibility.

Method:
1. Go to **Settings** > **Shortcuts and accessibility** > **Accessibility**.
2. Enable the accessibility features that can be enabled with shortcuts, such as TalkBack (screen reading) and Select to Speak. The shortcut buttons for the accessibility features will be displayed as floating buttons on the edge of the device screen.
3. To change the size and transparency of the shortcut buttons for the accessibility features, go to **Accessibility** > **Accessibility shortcuts** > **Accessibility buttons**.

Note

This is an overview of Accessibility features. For more information, go to **Settings** > **Shortcuts & accessibility** in the Manual.

Home Screen Apps

iManager

Tap to access the iManager app to free up space, view data usage, scan for vulnerabilities and more.

Manage your device

Do any of the following:

· To detect and optimise your device status, tap **Optimise**.
· To scan for and clean up cached junk files, go to **Space cleanup** > **Clean up all**.
· To view the monthly or daily data usage, go to **Data management** > **View details**.

· To manage the use of the data or Wi-Fi network on a per-app basis, go to **Data management > Network management > Data network or Wi-Fi** and then turn the corresponding app switch on or off.
· To identify potential risks and risky apps on your device, tap **Security scan**.

Note

There may be a discrepancy between the data consumption displayed on your device and the data usage reported by your carrier.

Other utility tools

To use app encryption, phone cooling, and other tools, go to **Utility tools** and tap the features as needed.

Camera

Open Camera

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier, and country/region.
Please contact your distributor or service provider for more information.

Take photos or record videos to capture wonderful moments in your life anywhere, any time with Camera on your phone.

Open Camera

To open Camera:

· From the home screen, tap .
· When the screen is locked, turn on the screen, and then swipe up on the icon.
· If Quick action for Camera is enabled, double-tap the volume down button when the screen is off.
To enable Quick action for Camera: Go to **Settings > Shortcuts & accessibility > Quick action** and select **Quick action for Camera**.

Customise the layout of camera modes

Customise the layout of camera modes

You can customise the layout of camera modes available on your device.

Method:
1. On the main interface of Camera, tap **More** > .
2. Follow the instructions below:
· Tap .
· Drag a mode to the desired location.
3. Tap .

Note

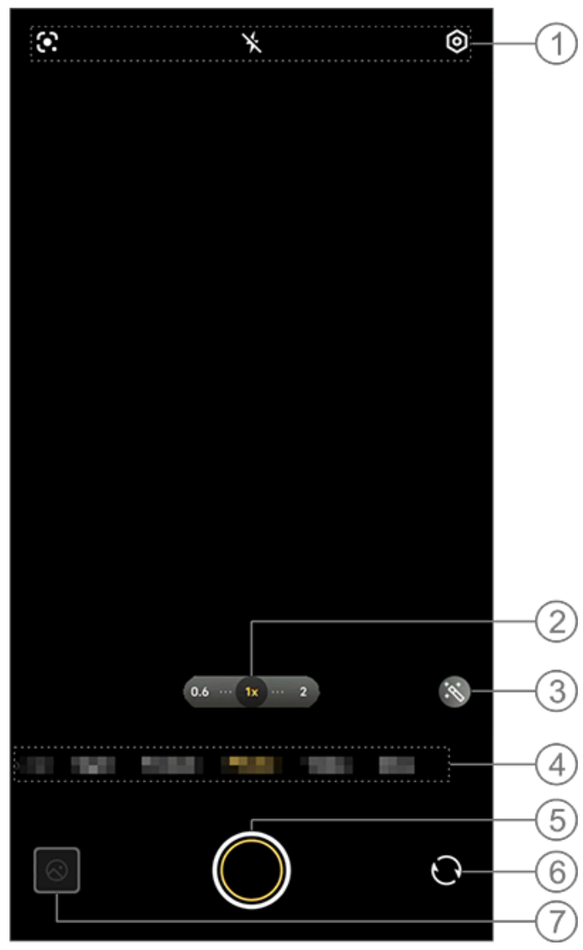
Photo and Video modes can't be repositioned, subject to specific models.

Photo mode

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Photo mode

Take photos of plants or landscapes in **Photo** mode.



⚠Note

The illustration is for reference only. Some options may not be available on certain models.

① To enable or disable a feature, tap the corresponding icon. The icons are described as follows:

	Flash off
	Flash on
	Flash always on enabled
	Flash auto on
	Image recognition, used to search for items in the image

② Drag to zoom in and out on the screen.
③ Apply filter effects.
④ Swipe left and right to switch between modes.
⑤ Tap to take a photo.
⑥ Switch between the front and rear cameras.
⑦ Preview the photos taken.

• Photo-taking methods

You can take photos using the following methods:
· On the main interface of Camera, tap .
· On the main interface of Camera, press either volume button.
· To take burst photos, tap and hold the shutter button.

Note

Burst photos are not supported when a filter is applied in Photo mode.

• Image recognition

Search for a specific image or item, or translate text into a different language.

Method:
1. Tap in Photo mode.
2. Frame your subject within the viewfinder and tap the shutter button.

Note

You must connect your device to the internet to use this feature.

• Filters

Apply various artistic effects to your photos.

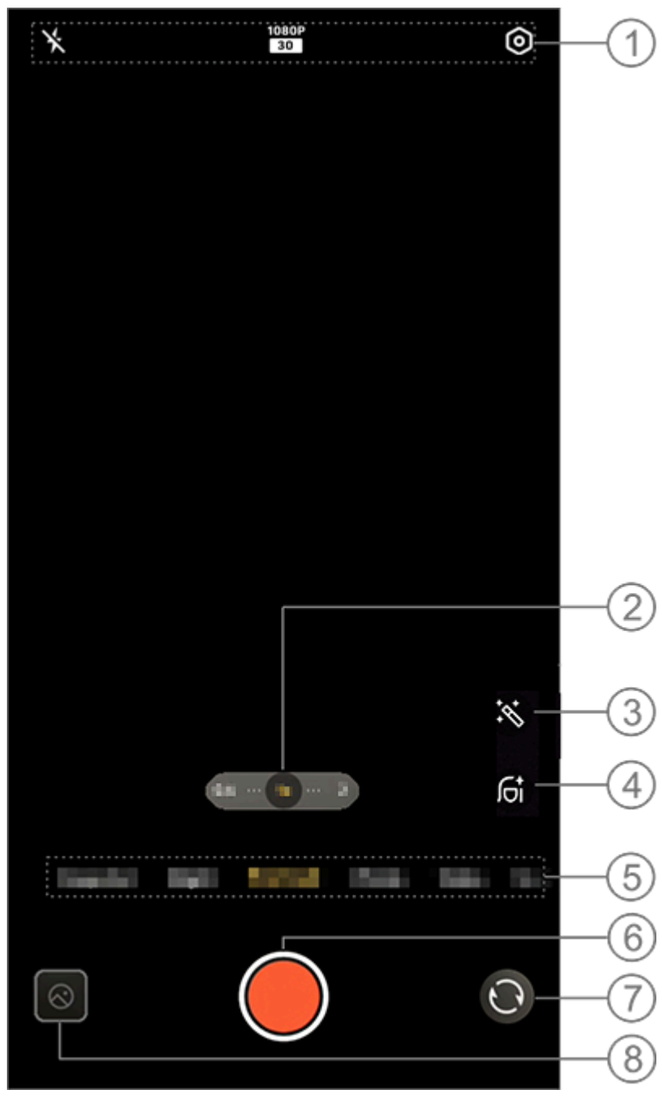
Method:
1. Tap in Photo mode.
2. Select a filter.
3. Tap .

Video mode

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Video mode

Record or shoot a video in **Video** mode.



⚠Note

The illustration is for reference only. Some options may not be available on certain models.

① To enable or disable a feature, tap the corresponding icon. The icons are described as follows:

	Flash off
	Aura screen light on
1080P 30	1080p picture quality
720P 30	720p picture quality

② Drag to zoom in or out on the screen.
③ Apply filter effects.
④ Select beauty effects for videos.
⑤ Swipe left or right to switch between modes.
⑥ Tap to start video recording.
⑦ Switch between the front and rear cameras.
⑧ Preview the recorded videos.

- **Record a video**

Method:
1. Tap **Video**.
2. Tap .

- **Adjust the video resolution**

Use this option to adjust the video resolution.
The higher the resolution is, the clearer the video will be, resulting in a larger video file.

Method:
1. Go to **Video**.

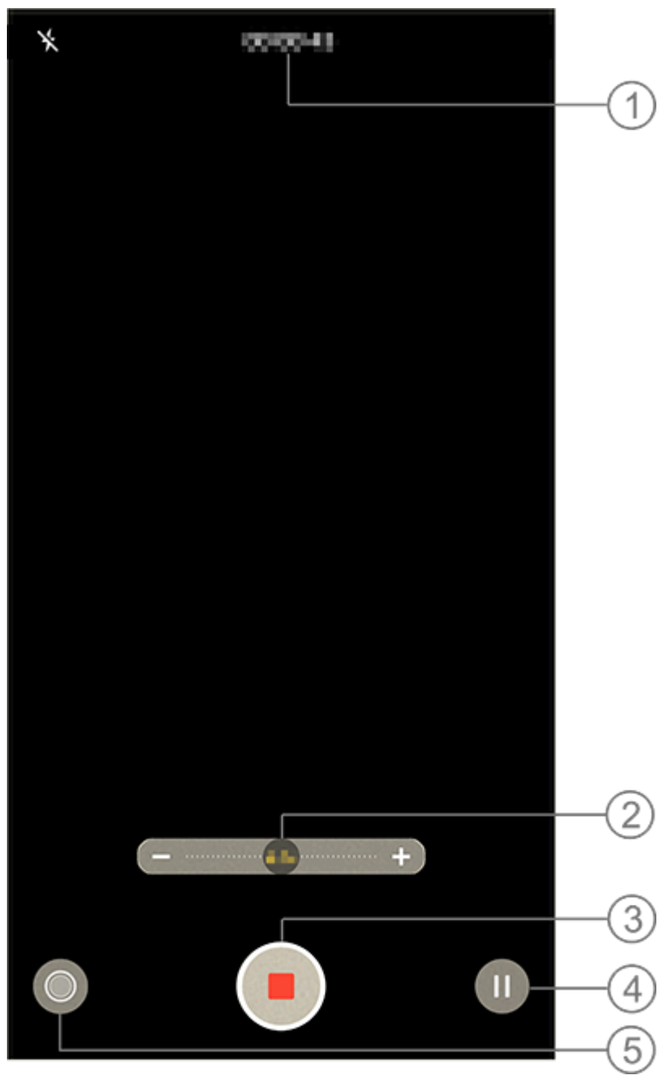
2. Select 1080P 30 or 720P 30.
3. Tap .

• **Beauty effects**

Apply buffing, whitening, or other effects to your videos.

Method:
1. Go to **Video**.
2. Tap .
3. Select a beauty option.
4. Tap .

• **Overview of features during video recording**



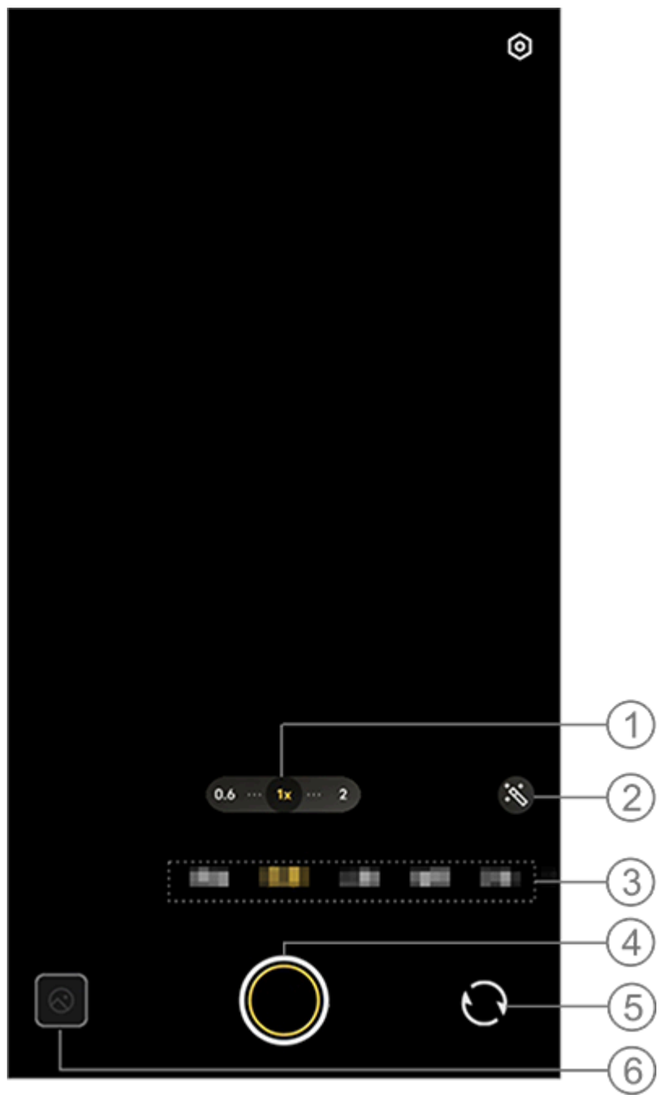
① View the current length of the video.
② Drag to zoom the screen in or out.
③ Save the recorded video.
④ Pause recording.
⑤ Snap a still photo while recording.

Night mode

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Night mode

Night mode gives your photos brighter colours and sharper details when shooting in low-light or dimly-lit settings.



Note

The illustration is for reference only. Some options may not be available on specific models.

① Drag to zoom in or out on the screen.
② Select other photo effects.
③ Swipe left or right to switch between modes.
④ Tap to take a photo.
⑤ Switch between the front and rear cameras.
⑥ Preview taken photos.

Method:
1. Go to **Night mode**.
2. Tap .

Portrait mode

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Portrait mode

Portrait mode lets you apply bokeh, beauty and other effects to your photos to take stunning portraits.

- **Bokeh effects**

To save photos as bokeh files:
1. Go to **Portrait**.
2. Tap .
3. Drag to adjust the bokeh effect.
4. Tap .

- **Beauty/Posture guidance**

Enhance facial features or get on-screen guidance on shooting postures.

To apply beauty effects or get posture guidance:
1. Go to **Portrait**.
2. Tap .
3. Select **Beauty** or **Postures (available in some countries)**.
4. Tap .

Note

You must connect your device to the internet to use this feature.

Pro mode

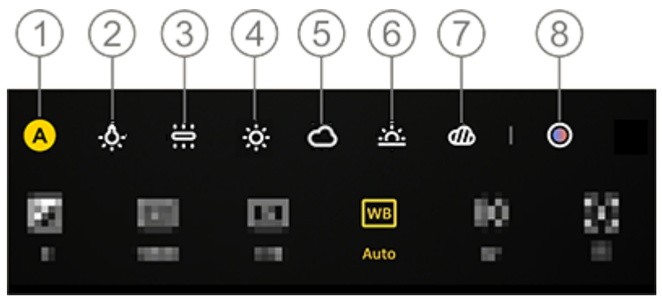
Pro mode

Pro mode gives you full control when taking photos or recording videos.

• Description of features or icons

You can manually adjust the parameters of each feature to produce the effects that fit your expectations best.

· EV: Adjust the standard exposure set in Camera. Increase the EV to produce brighter images, and decrease the EV to produce darker images.
· ISO: The sensitivity of image sensors to light.
· S: The length of time for which the image sensors are exposed to light.
· WB: Achieve true colours in your photos.
The scenes for WB are specified in the illustration below. You can enable or disable the feature as needed.



Note

The illustration is for reference only. Some options may not be available on certain models.

① WB (Auto).
② WB (Tungsten light).
③ WB (Incandescent).
④ WB (Sunny).
⑤ WB (Cloudy).
⑥ WB (Sunset).
⑦ WB (Overcast).
⑧ WB colour temperature: Drag the slider to adjust the value.

· : AF for Autofocus/MF for Manual Focus.
· : Tap the icon to learn more about each feature.
· : Tap to restore the parameters to default.

Note

Some features may not be supported or may vary by device model.

Documents

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Documents

Documents mode allows you to crop or correct captured files.

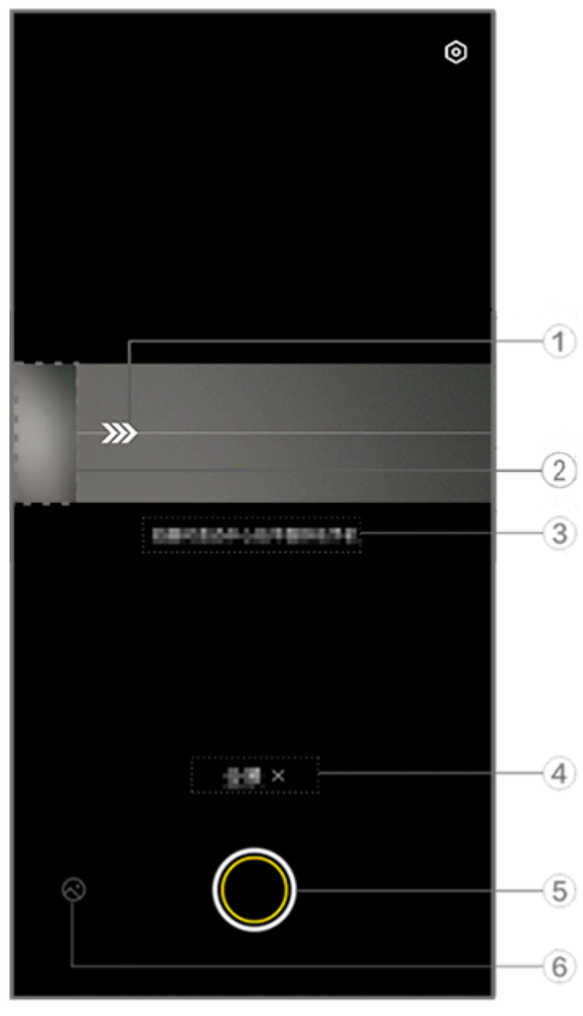
Method:
1. Go to **Documents** mode.
2. Tap .

Take panoramic photos

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Take panoramic photos

Pano mode combines multiple shots into a seamless panoramic photo.



⚠Note

The illustration is for reference only. Some options may not be available on specific models.

① Move the camera in the direction of the arrow.
② Frame viewer.
③ Prompts.
④ Tap to disable the current mode.
⑤ Tap to take a photo.
⑥ View the photos you took.

- **Take photos**

Method:
1. Tap .

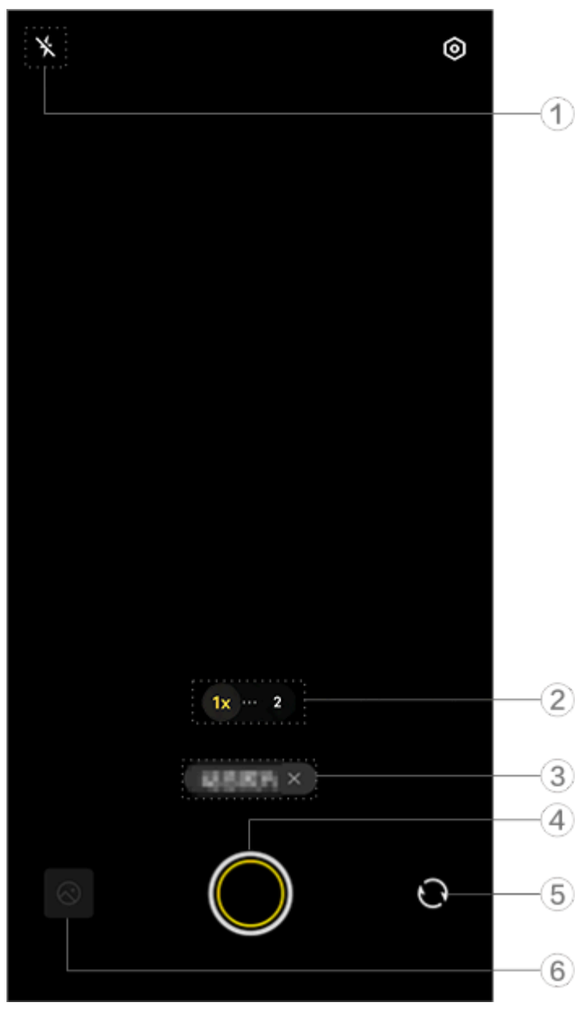
2. Move the device steadily when prompted.
3. If you do not move the device for a specified long time, the device automatically stops photographing and saves the taken photos.

Take live photos

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Take live photos

Live Photo mode allows you to shoot a live photo that is about 3 seconds long.



⚠Note

The illustration is for reference only. Some options may not be available on specific models.

① To enable or disable a feature, tap the corresponding icon. The icons are described as follows:

	Flash off
	Flash on
	Flash always on
	Flash auto on

② Drag to zoom the screen in or out.
③ Tap to disable the current mode.
④ Tap to take a photo.
⑤ Switch between the front and rear cameras.
⑥ View the photos you took.

- **To take live photos:**

Tap and the photos captured within a 3-second timeframe before and after tapping the shutter button will be automatically saved.

Note

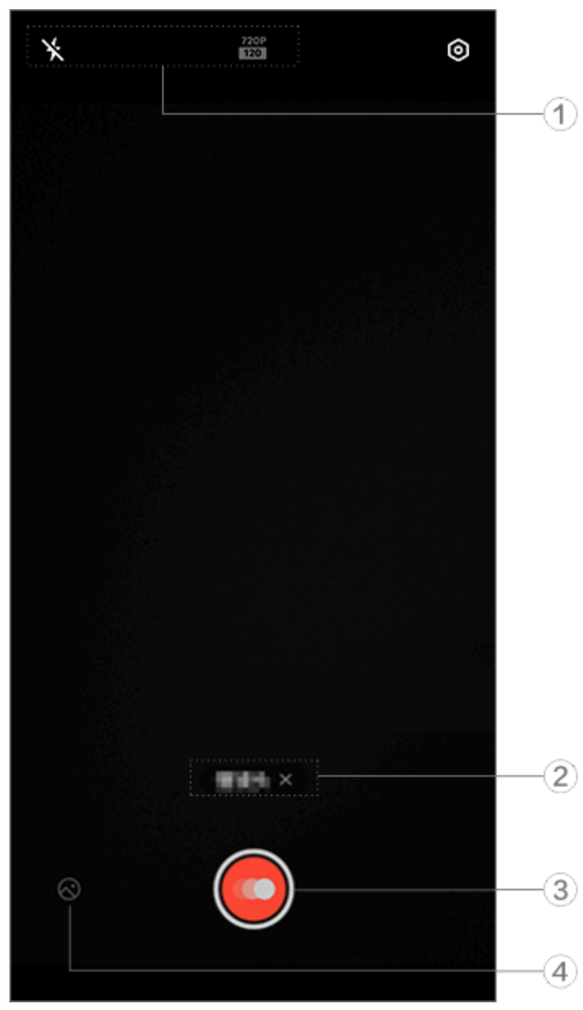
Burst photos are not supported in Live Photo mode. The shutter doesn't make a sound when Live Photo is enabled.

Record slo-mo videos

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Record slo-mo videos

Slo-mo mode allows you to record a video at a higher frame rate and play it at a lower frame rate.



Note

The illustration is for reference only. Some options may not be available on specific models.

① To enable or disable a feature, tap the corresponding icon. The icons are described as follows:

	Flash off
	Flash always on

② Tap to disable the current mode.
③ Tap to start recording.
④ View the recorded videos.

•To record time-lapse videos:

Method:
1. Tap to start recording.
2. Tap to pause recording, and to continue recording.
3. Tap to finish recording.

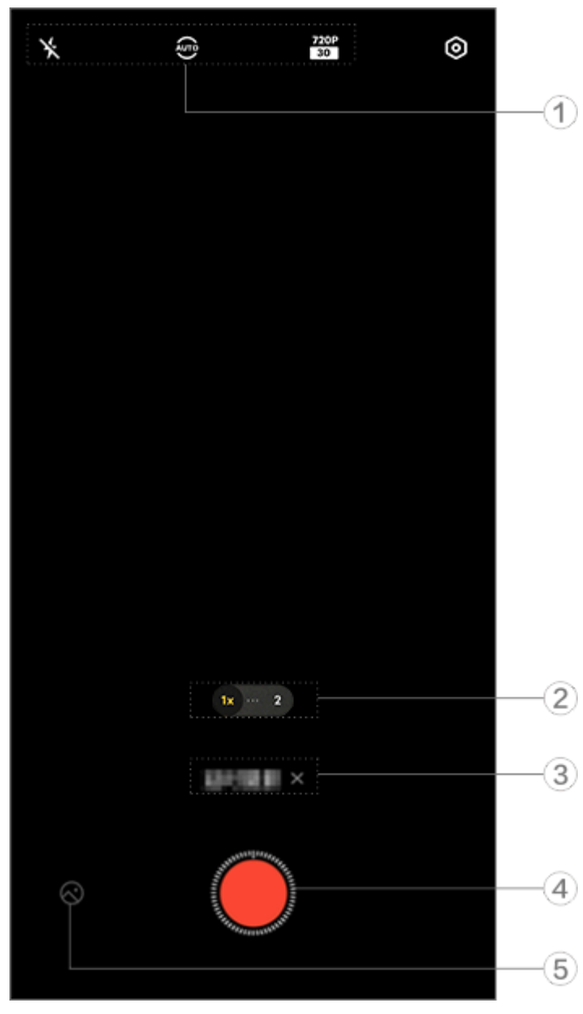
Record time-lapse videos

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.

Please contact your distributor or service provider for more information.

Record time-lapse videos

You can use **Time-lapse** mode to create a time-lapse video of an experience over a period of time.



Note

The illustration is for reference only. Some options may not be available on specific models.

① To enable or disable a feature, tap the corresponding icon. The icons are described as follows:

	Flash off
	Flash always on
	Select a picture-taking interval
	720p picture quality
	1080p picture quality

② Drag to zoom the screen in or out.
③ Tap to disable the current mode.
④ Tap to start recording.
⑤ Preview the recorded videos.

•To record time-lapse videos:

Method:
1. Tap to start recording.
2. Tap to finish recording.

Additional features in Camera modes

Additional features in Camera modes

Tap to adjust or enable more features in each Camera mode.

Note

The illustration is for reference only. Some options may not be available on specific models.

To enable or disable a feature, tap the corresponding icon. The icons are described as follows:

	Select an aspect ratio
	Select the self-timer
	Framing line on
	Framing line off
	Level on
	Level off
	Effects Master on
	Effects Master off
	Watermark on
	Watermark off
	Jitter prompt on
	Jitter prompt off
	HDR on
	HDR off
	More settings

Note

1. Some options may not be available or may vary depending on your country/region and device model.
2. If you can't find a certain option on your device, it means the feature is not supported.

Configure more settings

Configure more settings

To configure more settings, tap > **More settings** in the upper-right corner of Camera.

Do any of the following:
· To play a shutter sound when taking a photo or recording a video, turn on **Shutter sound**.

· To attach a location tag to your photos and videos, turn on **Location**.
· To keep the photo taken or video recorded with the front camera consistent with the preview, turn on **Mirrored selfie**.
· To open Camera by double-pressing the Volume down button when the screen is off, turn on **Quick action for Camera**.
· To keep the settings used last time, tap **Keep settings** to turn the relevant settings on.
· To add the date & time, device model name and other content, tap **Watermark** to turn the relevant settings on.
· To take a photo by tapping the screen or using voice commands, go to **Shutter** to turn the relevant settings on.
· To restore the Camera settings to the defaults, tap **Restore defaults**.

Note

1. Some options may not be available or may vary depending on your country/region and device model.
2. If you can't find a certain option on your device, it means the feature is not supported.

Albums

View photos and videos

To view, edit, share or organise photos and videos, tap to access Albums.

Note

You must connect your device to the internet to use some features.

• View by shooting time

Method:
1. Go to > **Photos**.
2. Pinch in on the screen to switch to the monthly view and pinch out to switch to the daily view.

• View by album

Method:
1. Go to > **Albums**.
2. Some photos and videos are stored in default albums. For example, photos taken with Camera are saved in the Camera album, videos recorded with Camera are saved in the Videos album, and screenshots are saved in the Screenshots album.

• View by intelligent classification

Method:
1. Go to > **Albums**.
2. Tap **More** in Intelligent classification.
3. View photos and videos by their intelligent classification, such as selfie, food and landscape.

To view by intelligent classification, enable **Intelligent classification** first.
To enable Intelligent classification, tap > **Settings** and enable **Intelligent classification**.

• Search for photos and videos

To quickly locate a photo or video by searching with keywords:

Method:
1. Go to > **Search**.

2. Enter keywords in the search bar, such as landscape and food.

Organise photos and videos

Organise photos and videos

Organise a large number of photos and videos into albums to easily sift through them.

• Create an album

Method:
1. Go to > **Albums**.
2. Tap .
3. Enter a name and tap **OK**.
4. Select required photos or videos, and tap **Done**.
5. Move or copy the selected photos and videos to the new album.

• Move or copy photos and videos

Method 1:
1. Open an image or video in full screen.
2. Tap > **Add to**.
3. Select an existing album or tap **New album**.

Method 2:
1. Go to **Photos** or a certain album under **Albums**.
2. Tap or tap and hold a file and then tap **Add to**.
3. Select an existing album or tap **New album**.

• Delete photos and videos

To delete photos or videos:
· Open the photos or videos in full screen, and tap .
· From **Photos** or a certain album under **Albums**, tap or tap and hold to select the photos or videos, and then tap .

• Restore deleted photos and videos

Method:
1. Go to > **Albums**.
2. Tap **Recently deleted**.
3. Restore the deleted photos and videos using one of the following methods:
· Tap and hold to select the photos or videos you want to restore and then tap .
· Open the photos or videos you want to restore in full screen, and tap .

• Hide photos and videos

To hide photos or videos:
· Open the photos or videos in full screen, and tap > **Hide**.
· From **Photos** or a certain album under **Albums**, tap or tap and hold to select the photos or videos, and then tap > **Hide**.

To view hidden photos and videos, tap > **Settings** > **Hidden photos**.

• Rename photos and videos

To rename a photo or video, open it in full screen and tap ⋮ > **Rename**.

- **Add photos and videos to Favourites**

Method:
1. Open the photos or videos in full screen.
2. Tap ♡.

- **Share photos and videos**

To share photos or videos:
· Open the photos or videos in full screen, and tap ⧉.
· From **Photos** or a certain album under **Albums**, tap ☑ or tap and hold to select the photos or videos, and then tap ⧉.

Edit photos

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Edit photos

To edit or fine-tune a photo:
1. Open the photo you want to edit in full screen.
2. Tap **Edit**.
3. To make a certain edit, tap the corresponding icon. See the table below for the description of each icon.

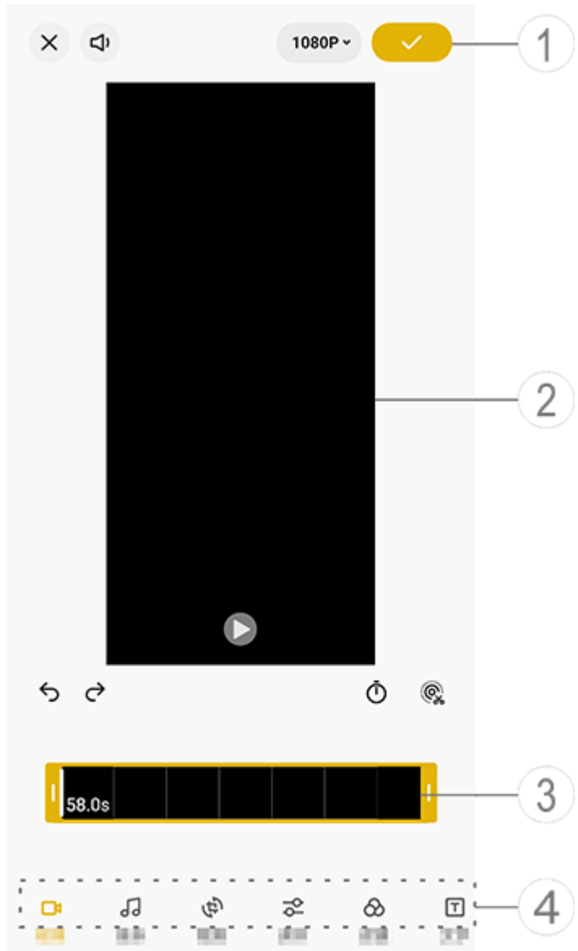
	AI Retouch
	Crop and rotate the photo
	Adjust the brightness, contrast and more of the photo
	Apply filter effects
	Apply beauty effects
	Apply doodle effects
	Add text
	Add mosaic
	Add watermark
	Adjust cutout effects
	Add stickers
	Apply effects
	Add borders

Edit videos

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Edit videos

To edit a video, open it in full screen and tap .



⚠Note

The illustration is for reference only. Some options may not be available on specific models.

① Save the edited video.
② Frame viewer.
③ View the video footage.
④ Tap the following icons as needed.

Tap each icon for more operations. See the table below for the description of each icon.

×	Go back / Discard edits made to the video
	Undo edits
	Redo edits
	Play and preview the current video footage
	Pause playback of the current video footage
	Adjust the speed of the video
	Video original soundtrack on
	Video original soundtrack off
	Trim live photos / photos

- **Add background music**

Method:
1. Tap to select music from the music library.
2. Tap **Trim music** and drag the handle to adjust the starting position of the music.
3. Tap **Done**.

- **Adjust the video aspect ratio or angle**

To adjust the video aspect ratio, rotate an image or mirror a screen, tap .

- **Adjust video parameters**

To adjust video brightness, contrast and other information, tap to select the corresponding feature and then adjust the value.

- **Apply filter effects**

Method:
1. Tap .
2. Select your preferred filter and adjust its parameters.

- **Add text**

Method:
1. Tap .
2. Drag video footage to the position where you want to add text.
3. Tap **Add text**, enter text, select a font colour and then tap **Done**.
4. Drag and to adjust the start time and end time.
5. Tap .

- **Edit videos**

To edit your video using more features, tap PRO to perform the appropriate actions as needed.

Note

1. Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
2. If you can't find a certain option on your device, it means the feature is not supported.

Recommended

Recommended

Albums automatically creates **Recommended** albums based on the people, places and group photos important to you.

Note

The Recommended tab won't appear until a photo is added to Albums.

Calculator

Tap on the home screen to access the Calculator app to perform basic arithmetic calculations, convert currencies, and more.

Open Calculator

To open Calculator:

· Swipe up from the bottom of the home screen and tap from all apps.
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre and tap .
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre and tap .

Switch between Calculator modes

To switch between Calculator modes, tap the following icons as needed:

: Standard calculator for basic arithmetic calculations.
: Scientific calculator involving advanced operators and functions.
: Forex rate calculator for currency conversion.
: View the calculation history for the Standard or Scientific calculator.

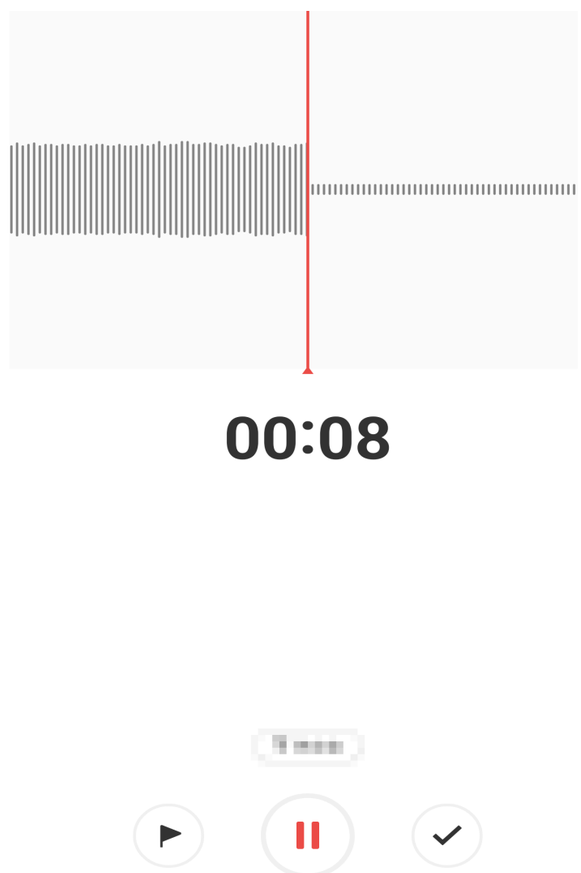
Note

You must connect your device to the internet to use the Forex rate calculator.

Recorder

With the Recorder app, you can use your phone as a portable recording device to record personal notes, work-related ideas, and more. To access Recorder, tap on the home screen.

Create a recording file



Note

The illustration is for reference only. Some options may not be available on specific models.

During recording, tap the following icons as needed:

	Start recording

	Pause recording
	Stop and save recording
	Mark a time point

Play a recording file

Note

The illustration is for reference only. Some options may not be available on certain models.

While playing a recording, tap the following icons as needed:
· : Play recording.
· : Pause playback.
· : Switch between playback speeds.
· / : Switch between speaker and receiver modes.
· : Delete recording.
· : Drag to jump to a specific point in the recording.

Note

The illustration is for reference only. Some options may not be available on specific models.

Delete a recording file

To delete a recording file:
· Tap and hold a file to select it, and then tap **Delete**.
· On the playback screen, tap > **Delete**.

Rename a recording file

To rename a recording file:
· Tap and hold a file to select it, and then tap **Rename**.
· On the playback screen, tap > **Rename**.

Share a recording file

To share a recording file:
· Tap and hold a file to select it and then tap **Share**.
· On the playback screen, tap .

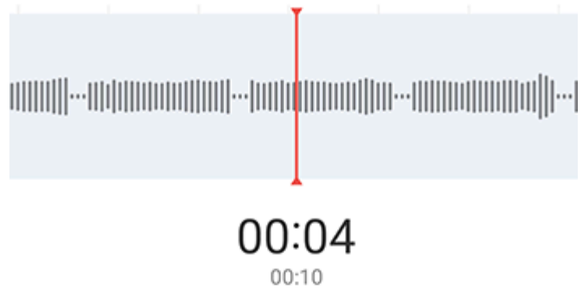
Set a recording file as a ringtone

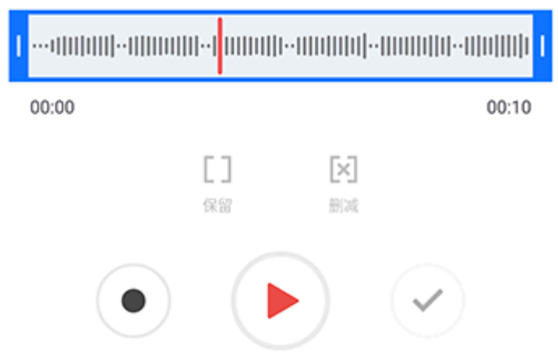
To set a recording file as a ringtone:
· Tap and hold a file to select it and then tap **More** > **Set as ringtone**.

· On the playback screen, tap ⋮ > **Set as ringtone**.

Trim a recording file

To trim a recording file:
· Tap and hold a file to select it and then tap **More** > **Trim**.
· On the playback screen, tap ⋮ > **Trim**.





Note

The illustration is for reference only. Some options may not be available on certain models.

Method:
1. Drag the trim handles to select a section of the recording.
2. Tap to play your selection or to resume recording.
3. Tap to keep or to delete the selection.
4. Tap .

Reorder recording files

To reorder the files in the list of recordings:
1. In the list of recordings, tap ⋮ > **Sort**.
2. Select a preferred sorting method.

Search for a recording file

To quickly locate a recording file:
1. In the list of recordings, tap .
2. Enter keywords in the search bar.

Clock

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

To keep track of times around the world, set alarms, and more, tap on the home screen.

Set an alarm

From the **Alarm** tab, set an alarm to be reminded of an event at a specified time.

• Add an alarm

Method:
1. Tap from the Alarm tab.
2. Scroll the digital roller to set a time for the alarm.
3. Set the alarm name, ringtone, repeat time and more based on your personal needs.
4. Tap .

• Delete an alarm

Method:
1. From the Alarm tab, tap > **Edit**, or tap and hold the alarm.
2. Select the alarm to be deleted or tap to select all alarms.
3. Tap .

• Turn an alarm on or off

To turn an alarm on or off, toggle the switch next to it in the Alarm tab.

View the world clock

World Clock lets you keep track of the local time in different time zones around the globe and convert the time difference.

• Add clocks for other cities

To add a city:
1. From the World Clock tab, tap .
2. Select the city you want to add.

• Remove a city

Method:
1. From the World Clock tab, tap > **Edit**, or tap and hold the clock of a city.
2. Select the city you want to remove or tap to select all.
3. Tap .

Note

The clock for the city where you reside can't be deleted.

• Time converter

Method:
1. From the World Clock tab, tap > **Time converter**.
2. Select a city from the list.
3. Scroll the digital roller to select the date and time for the clock, and the local time for the cities listed will be automatically updated.

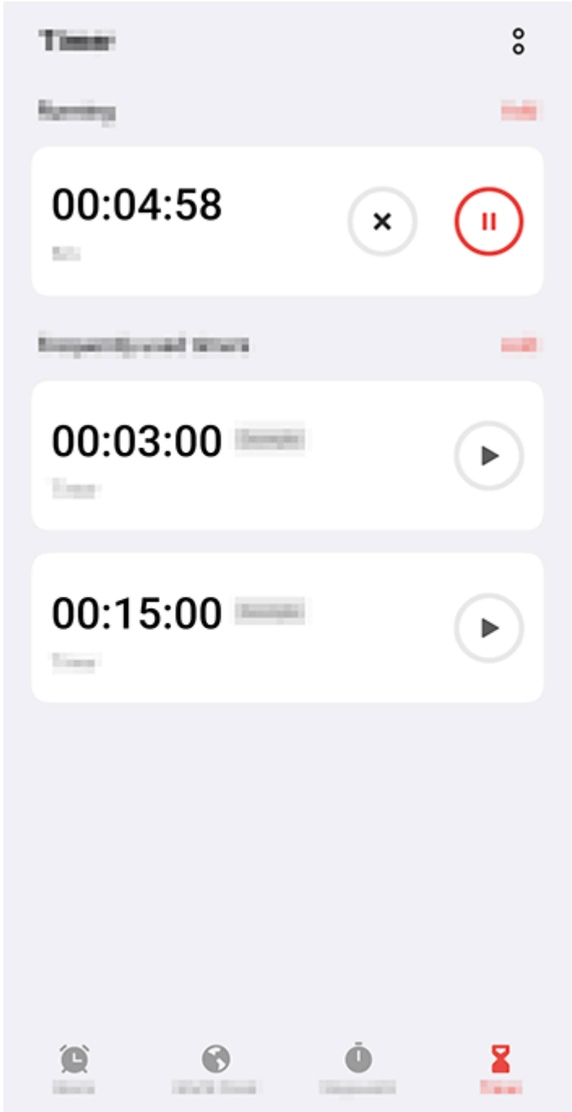
Note

Time converter appears only when more than one city has been added.

Set a timer

Timer allows you to count down from a specified time.

Method:
1. In the Timer tab, slide to select a time period.
2. Tap to start the timer.



Note

The illustration is for reference only. Some options may not be available on specific models.

Tap the following icons for more settings:
: Delete the timer.
: Pause the timer.
: Resume the timer.

Enable stopwatch

Stopwatch lets you measure the duration of an event.

Method:
1. From the Stopwatch tab, tap to start timing.
2. Tap to record a lap, tap to pause a running stopwatch, and tap to reset a stopwatch.

More settings

For more settings in Clock, tap > **Settings** from the **Alarm, World Clock, Timer or Stopwatch** tab.

Compass

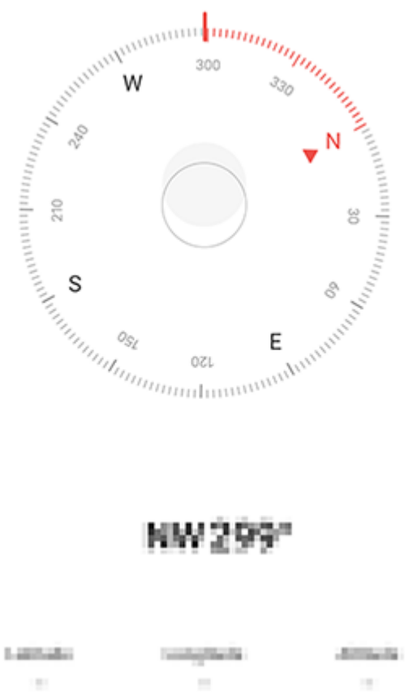
Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier, and country/region.

Please contact your distributor or service provider for more information.

You can use the Compass app to find directions, learn about your current latitude and longitude, determine whether an object is level, and more. To access Compass, tap on the home screen.

View bearings as well as latitude and longitude

To view your bearings as well as your current latitude and longitude, go to **Compass**.



Level measurement

To measure the angle of inclination of an object:
1. Open **Level**.
2. Hold your device against the object.
3. Check the angle of inclination displayed on the screen.

Note

1. Before using this feature, make sure your device is positioned horizontally and not exposed to any electromagnetic interference, so as to get accurate results.
2. To view your current location, enable the network connection and location services first.
3. Once disturbed, the Compass will automatically switch to the calibration screen. Upon calibration, the direction can be realigned.
4. Use the digital compass only for basic navigation assistance. Do not rely on it to determine a precise location, proximity, distance, or direction.

Themes

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier, and country/region.
Please contact your distributor or service provider for more information.

Tap to access the **Themes** app, where you can replace wallpapers, themes, fonts and more.

Download and apply new themes, fonts, wallpapers and more

Method:
1. Go to **Themes** > **Recommended** or **Categories**.
2. Select the themes, fonts and wallpapers you prefer.
3. After entering the details page, do the following:
· For free resources, tap **Download** > **Apply**.
· For paid resources, tap **Buy**.

View local themes, fonts, wallpapers and more

To view the wallpapers, themes, fonts and other resources that are preloaded or downloaded on your device, go to **Themes > Me** to explore them on the **Local themes, Local fonts and Local wallpapers** pages, respectively.

Detailed settings

· To change the home screen wallpaper or lock screen wallpaper along with the theme, go to **Me > Settings** to enable **Change home screen wallpaper based on theme** or **Change lock screen wallpaper based on theme**, respectively.
· To update resources over Wi-Fi, go to **Me > Settings** to enable **Auto-update resources over Wi-Fi**.

Music

Play music

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

To play music stored on your device or music streamed over the internet, tap on the home screen.

Play music

- **Playback bar**

To play music, go to **Music > Lists, Songs, Artists or Albums** and tap a song. The playback bar will be shown at the bottom of the screen.

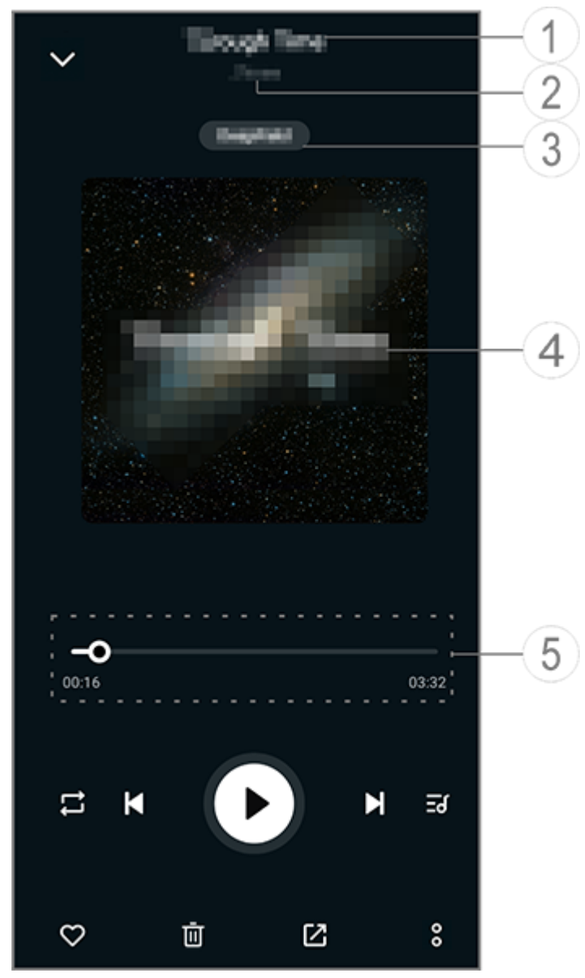
⚠Note

The illustration is for reference only. Some options may not be available on specific models.

Tap the following icons as needed:
: Play this song.
: Pause this song.
: Skip to the next song in an album or playlist.
: Open the playlist.

- **Music playback screen**

Tap the playback bar to access the playback screen.



Note

The illustration is for reference only. Some options may not be available on specific models.

① Song name.
② The artist of this song.
③ Set deep space sound profiles (available in earphone mode only).
④ The cover image of this song. Do any of the following:
· Tap to view the lyrics
· Tap and hold the lyrics to edit, share or save the lyrics poster.
⑤ Playback progress bar.

Tap each icon for more operations. See the table below for the description of each icon.

	Drag to adjust the playback progress
	Play songs in random order
	Repeat all
	Repeat this song
	Go back to the previous song
	Start/Resume playback
	Pause playback
	Skip to the next song
	Current playlist
	Add this song to Favourites
	Delete this song
	Share this song
	Other operations like adding songs to the playlist and creating ringtones

	Back

View or manage recently played songs

View or manage recently played songs

To view or manage recent playlists, go to **Lists** > **Recently played**.

- **Delete recently played songs**

If you want to delete recently played songs, use the following methods:
· Tap and hold a song you want to delete and then tap 🗑 .
· Tap ☑ to select the songs you want to delete, and then tap 🗑 .

- **Share recently played songs**

Method:
1. Tap and hold a song you want to share, and then tap **Share**.
2. Select a sharing method to share the song.

Create playlists to manage songs

To manage or sort the songs on your device, go to **Lists** to create a new playlist.

Create playlists to manage songs

- **Create a new playlist**

Method:
1. Tap **New playlist** from **Lists**.
2. Enter the name of the new playlist and tap **Save**.
3. To rename a custom playlist, tap and hold it, and then tap ✎ .

- **Add a song to a playlist**

If you want to add a song to a playlist, use the following method:
· Open the custom playlist, tap + to select a song, and tap **Add to playlist**.
· Tap and hold the song you want to add to a playlist, and then tap + .

- **Remove or delete a song from a playlist**

If you want to remove or delete a song from a playlist, use the following methods:
· Open a custom playlist, tap and hold the song you want to remove or delete and then tap ⊖ or 🗑 .
· Open a custom playlist, tap ☑ to select the songs you want to remove, and then tap ⊖.

- **Delete a playlist**

To delete a playlist, tap and hold the custom playlist you want to delete, and then tap 🗑 .

Search for songs stored on your device, artists, and albums

Search for songs stored on your device, artists, and albums

Quickly locate a song stored on your device, or find an artist or album by searching with keywords.

Method:
1. Tap to access the search screen.
2. Enter the keywords of the song, artist, or album in the search bar.

Manage albums

Manage albums

To view a music album, tap **Albums** from Music.

You can also do any of the following:
· Edit an album: Access an album, tap to select a song, and then tap **Add to playlist** or **Delete** to add it to a playlist or delete it.
· Delete an album: Tap and hold an album to select it, and then tap **Delete**.
· Add to playlist: Tap and hold an album to select it, and then tap **Add to playlist**.

Features on the Songs screen

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Features on the Songs screen

To play a song stored on your device, go to **Songs**.

Tap and hold a song and then do any of the following:
· Tap to delete the song.
· Tap to share the song.
· Tap to add it to a playlist.
· Tap to make a phone ringtone using the song (available in certain countries).
· Tap to set it as a ringtone (available in some countries).
· Tap to view or edit the song information.

Features on the Artists screen

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Features on the Artists screen

To view all songs or albums of an artist stored on your device, go to **Artists**.

Tap and hold an artist and then do any of the following:
· Tap 🗑 to delete the artist.
· Tap + to add it to the playlist.

More features

More features

• Scan your device for songs

To scan the songs on your device, tap ⋮ > **Scan for songs** > **One-tap scan**.

• Enable or disable Sleep mode

Stop playing music after a certain amount of time.

Method:
1. Tap ⋮ > **Sleep mode**.
2. Drag to set a duration.
3. Tap **Enable** to enable this feature.
4. Tap **Disable** to disable this feature.

• Set various sound profiles

To select a sound profile, go to ⋮ > **Sound profile settings**.

· **Deep space**: Create an immersive listening experience.
· **Featured**: Enjoy a variety of sound profiles.
· **Equaliser**: Optimise sound profiles.
· **Earphone-customised**: Optimise the sound profiles in earphone mode.
· **Ear-customised**: Enjoy a better experience during music or video playback with custom sound profiles.

⚠Note

Some features are available in earphone mode only.

Weather

Tap to access the **Weather** app, where you can view the upcoming weather conditions.

⚠Note

You must connect your device to the internet to use this feature.

Manage cities

• Add a city

To check the weather in another city, add the city by using location services or searching for it.

To add a city:
· Enter the city name in the search bar.
· Access a city on your weather list and then tap > +.

Note

If you are using the Weather app for the first time or have not added your current city, you can add a city with the location services.

- **Reorder cities**

To reorder the cities on your weather list:

Method:
1. Tap from the weather screen of a city on your weather list.
2. Tap .
3. Tap and hold next to the city to drag it to a desired location.
4. Tap .

- **Delete a city**

To delete a city on your weather list:

Method:
1. Tap from the weather screen of a city on your weather list.
2. Tap and hold the city that you want to delete.
3. Tap **Delete**.

Options on the weather screen

Note

The illustration is for reference only. Some options may not be available on certain models.

① City name.
② Current weather conditions.
③ High and low temperatures of the day and feels like.
④ Temperature of the day.
To change the temperature unit, tap > **Settings** > **Temperature unit**.
⑤ Swipe on the weather curve to see the temperature changes and weather conditions for the next 22 hours.
⑥ Temperature changes and weather conditions for the coming days.
To display the weather conditions for the coming days in a different format, tap > **Settings** > **Multi-day forecast**.

- **More options in Weather**

To view other weather information of a certain city, scroll up on the weather screen.

See the table below for what each information type means.

	Feels like
	Wind direction / Wind force
	Air humidity
	UV index
	Visibility
	Atmospheric pressure
	Sunrise and sunset / moonrise and moonset time points

Add a Weather widget to your home screen

To check the weather and time of a certain city on your home screen:

Method:
1. Tap from the weather screen of a city on your weather list.
2. Tap **Settings** > **Home Screen Weather**.
3. Select the city for which you want the weather to be displayed on the home screen.
4. Tap **Add**.

Note

When the selected city is different from your current city, the weather and time of both cities will be displayed on the widget.

Share a city's weather conditions with others

Method:
1. Tap from the weather screen of a city on your weather list.
2. Tap **Share weather**.
3. Select a desired image style.
4. Select a sharing option and follow the on-screen instructions.

EasyShare

Tap on any app screen or the home screen to access **EasyShare**. With this feature, you can transfer files between devices and migrate data from your old device to a new one without consuming any data.

Migrate data to the new device with one tap

Tap **Device clone** to migrate data from your old device to a new one without consuming any data.

Method:
1. Tap on the new device and select the type of the old device.

2. Tap on the old device.
3. Connect the new and old devices by scanning a QR code or manually entering a hotspot.
4. Select the file data to be transferred on the old device and tap **Next**.
5. Tap **Start exporting**.

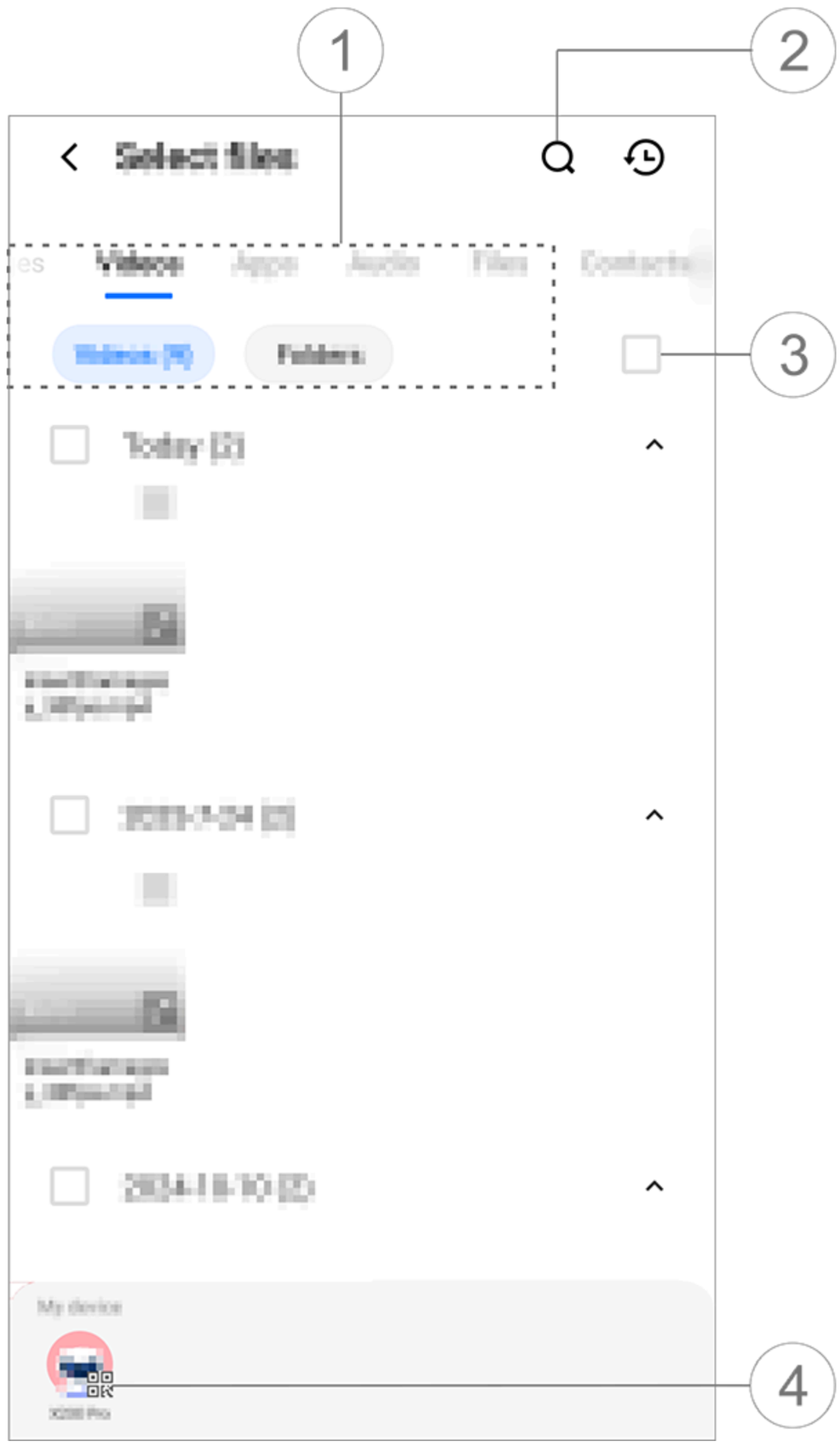
Note

1. Make sure that the phones have EasyShare installed before transferring data.
2. When file transfer is complete, the data of the same apps on the new phone will be overwritten.

Send or receive files

Use **File transfer** to send and receive different types of files at high speed without consuming any data.

Take Android devices for example:
1. Tap on the sending device.
2. Select files.



Note

The illustration is for reference only. Some options may not be available on certain models.

You can select files in a variety of ways, as shown in the image above:
① Select files by type.
② Search for specific files.
③ Select all files.

3. Tap position ④ in the image above on the sending device to generate a QR code.
4. Tap on the home page of the receiving device and scan the QR code.

5. The sending device successfully pairs up with the receiving device.
6. Tap **Send** on the sending device.

Basic features of EasyShare

• Connect to the other device via Smart Scan

To connect to another device quickly to receive files or migrate data to the device with one tap, tap on the home page to scan the QR code generated by the other device.

Method:
1. Generate a QR code on the other device.
2. Tap on the home page of the feature on your device.
3. Use your device to scan the QR code.

• Back data up to a computer

To transfer files or migrate data to the other device, you can back your data up first to prevent data loss.

Method:
1. (First-time use) Access the EasyShare website on your computer and download and install EasyShare for PC.
2. Go to > **Back up to PC**.
3. Tap **Installed. Use now** and scan the QR code generated by EasyShare on your computer.

• Share with another device

If you want to transfer files or migrate data to a device without EasyShare installed, you can also try the following methods.

· To download EasyShare by scanning a QR code:
1. Go to > **Share EasyShare** and generate the QR code.
2. Enable the network on the other device and scan the QR code.

· To download EasyShare from the official channel:
1. Enable network connection on the other device.
2. Go to the EasyShare website to download the app.

· To download EasyShare using another method:
1. Go to > **Share EasyShare** > **More ways to share**.
2. Select a sharing option.

Note

1. For the EasyShare website or QR code, go to > **Share EasyShare**.
2. You must connect your device to the internet to use this feature.

• View file transfer, device cloning and data backup history

View the file transfer, device cloning and data backup history with this feature.

Method:
1. Go to > **History**.
2. Select a type to view.

Notes

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

You can use Notes to keep track of your inspiration and thoughts. To access it, tap on the home screen.

Create a to-do list

To create a to-do:
1. Tap in the **To-dos** interface.
2. Tap **Done**.

Create a note

To create a note:
1. Tap in the **Notes** interface.
2. Tap to save the note.

Open a note in full screen and tap the following icons as needed:

	AI creation
	Add text styles, symbols and more
Aa	Change the font size or text format
	Change paragraph style
	Add a to-do list
/	Change the status of a to-do list item
	Insert an image
	Add doodles, tables, audio and more
/	Undo or redo edits

• AI Creation

If you would like to polish the copy, tap .

Note

You must connect your device to the internet to use this feature.

• Add text styles, symbols and more

To add text styles, symbols and more to your copy content, tap .

- **Adjust font size**

To change the font of a note, tap Aa and do any of the following:

· B: Embolden the text.
· I: Italicise the text.
· U: Underline the text.
· S: Strike through the text.
· : Highlight the text.

- **Change the paragraph style**

To change the paragraph style of a note, tap and do any of the following:

· : Paragraph left alignment.
· : Paragraph centre.
· : Paragraph right alignment.
· : Add bullet points to paragraphs.
· : Add numbers to paragraphs.
· : Add letters to paragraphs.

- **Add a to-do list**

Organise your life efficiently by creating a to-do list with Notes.

Method:
1. Tap .
2. Enter your text, and then tap or to change the status of the to-do list item.
3. Tap ✓.

- **Insert an image**

Insert images into your notes to make them more engaging.

Method:
1. Tap .
2. Select from the following options as needed:
· Tap **Images or Videos**, select your preferred image or video and then tap ✓.
· Tap **Photo** to take the desired photo and then tap **OK**.
· Select **Document scanning** and do the following:
   2.1 Take or import a photo.
   2.2 Drag the border to adjust the photo range.
   2.3 Tap **Next** > **Done**.
3. Tap ✓.

- **Add more**

To add doodles, tables, audio and more to your notes, tap .

Encrypt/decrypt a note

- **Encrypt a note**

You can encrypt a note using the following methods:
· Tap and hold the note in the list of notes, and tap **Lock**.
· Open the note in full screen and tap ⋮ > **Lock**.

To set a password for a note:
1. Tap 🔒.
2. Tap **Other password types** to select a suitable password type.
3. Follow the on-screen instructions to set your password.

• Decrypt a note

To decrypt a note:
1. Tap **Locked note**.
2. Enter a password.
3. Tap ⋮ > **Unlock**.

Pin a note

To pin a note:
1. Tap and hold the note in the list of notes.
2. Tap **Pin**.

Delete a note

To delete one or more notes:
· Tap and hold a note and then tap **Delete**.
· Open a note and tap ⋮ > **Delete**.

• Recently deleted notes

To view recently deleted notes, tap **Me** > **Recently deleted**.

⚠Note

Deleted notes will be moved to **Me** > **Recently deleted** and retained for 60 days.

You can delete or restore a note using the following methods:
· Tap and hold a note, and select **Restore or Delete** in the pop-up window.
· Open the note in full screen and tap **Restore** or **Delete**.

Search for a note or to-do

To quickly locate a note or to-do, tap 🔍 in the **Notes or To-dos** interface.

More settings

To personalise your notes or to-dos, tap **Me** > **Settings**.

Browser

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier, and country/region.
Please contact your distributor or service provider for more information.

Tap to access the **Browser** app, where you can browse the web, search the web for specific information and more.

Note

You must connect your device to the internet to use this feature.

Search the web for specific information

You can search for a website or content from using the following methods:
· Enter search keywords in the search bar.
· Tap to scan for what you want.
· Tap to enable voice search.

View and edit browsing history and bookmarks

Use this feature to view and edit browsing history and bookmarks.

- **View and edit bookmarks**

Method:
1. Go to > > **Bookmarks**.
2. Do any of the following:
· To delete a URL, tap , select the URL and then tap .
· To rearrange URLs, tap and then tap and hold to drag them to the desired positions.

- **View and delete browsing history**

Method:
1. Go to > > **History**.
2. Do any of the following:
· To delete a URL, tap , select the URL and then tap .
· To delete the browsing history within a period, tap **Delete browsing history** and select the period of time.

Incognito

To prevent your browsing and search history being recorded during your browser use, go to > > > **Open new incognito tab**.

Note

In Incognito mode, you can't take screenshots or record the screen in Browser.

V-Appstore

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Tap on the home screen to browse recommended apps and download them without signing in.

Note

You must connect your device to the internet to use this feature.

Search for apps

To search for an app:
1. Tap at the top of the screen.
2. Enter the app name in the search bar.

Download apps

To download and install an app, tap **Install** next to it.

• Manage downloaded apps

To manage the apps downloaded to your device:
· Tap .
· Tap > **Download management**.

Personal management

To manage apps or sign in to your account, go to .

• Update apps

To update apps, go to > **App updates** and update apps based on your requirements:
· To update all apps, tap **Update all**.
· To update some apps, tap **Update** next to the apps.
· To ignore updates, tap > **Always ignore or Ignore once** next to the apps.

• Uninstall apps

To uninstall an app:
1. Tap .
2. Select the app you want to uninstall.
3. Tap **Uninstall**.

• Clean up space

To clean up residual data on your device, tap **Space clean-up**.

• Help & feedback

To access FAQs and give feedback, go to **Help & feedback**.

• More settings

To configure more settings for V-Appstore, tap .

Video

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier, and country/region.
Please contact your distributor or service provider for more information.

This app will automatically scan your device for videos and display them. To access Video, tap on the home screen.

Play a video

To play a video stored on your device:
1. Go to **Videos** or **Folders**.
2. Tap a video to play it.

Options during playback

During video playback:
· Swipe up or down on the screen to adjust the volume and brightness.
· Tap the screen to show or hide the control buttons. Tap the following icons as needed:

	Mirror the video to the other device
	Set the video playback size, speed, and more
	Lock the screen orientation during video playback
/	Play previous/next video
	Pause playback
	Take a screenshot during video playback
	Play the video in a floating window
	Rotate the video

Share a video

To share a video with others, go to **Videos** or **Folders**, and then do any of the following:
· Tap and hold a video, and then tap .
· Tap to select a video, and then tap .

Delete a video

To delete a video, go to **Videos** or **Folders**, and then do any of the following:
· Tap and hold a video, and then tap .
· Tap to select a video, and then tap .

Rename a video

To rename a video, go to **Videos** or **Folders**, and then do any of the following:
· Tap and hold a video, and then tap .

· Tap ☑ to select a video, and then tap ✎.

Reorder videos

To reorder the files in the list of videos:
1. In the list of videos, tap ⋮ > ↓☰.
2. Select a preferred sorting method.

Search for a video

To quickly locate a video:
1. In the list of videos, tap 🔍.
2. Enter keywords in the search bar.

Google apps

Google provides a variety of entertainment apps, social media apps, and other apps. To use certain apps, you may need to sign in to your Google account.
Visit the Help page of each app to learn more.

Google services

Chrome/Google: Search for information and browse the web.

Gmail: Send or receive emails.

Maps: Locate yourself and access other location-based information, such as nearby recreational and entertainment venues.

YT Music: Browse and stream music or videos stored on your device.

YouTube: Watch videos shared by others, or upload your own.

Photos: Manage and edit all photos and videos stored on your device.

Google Assistant: Make calls, plan routes, and perform other tasks using your voice.

Google Meet: Make video calls.

Files by Google: View or manage files, apps, and other data stored on your device.

Google Wallet: Store and use your cards, coupons, digital car keys, IDs and more.

Calendar: View dates, set event reminders, and more.

Play Store: Search for and download the latest Android apps, games, movies, music, and more.

Phone: Make and answer calls.

Contacts: Add and save contacts.

Messages: Send and receive files such as SMS messages, photos, videos, or audio files.

⚠Note

1. Some apps may not be available or may vary in features depending on your region and service provider.
2. You must connect your device to the internet to use some features.

Messages

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

To view or send messages, tap on the home screen.

Send messages

You can send messages when not available for calls.

Method:

1. Go to Messages and tap .
2. Enter message content.
3. Enter the phone number of the recipient in the **Recipient** box.
4. Tap .

Overview of New message screen

To send MMS messages, tap + and then tap the icons below as needed:

	Insert an image
	Take a photo
	Insert a contact
	Scheduled messages
	Insert a video
	Shoot a video
	Insert a recording file
	Switch between SMS and MMS
	Insert a note
	Insert audio
	Insert a file

	Insert a slide
	Insert a bookmark

Search for messages

To quickly locate a message from the list of messages:

Method:
1. Tap .
2. Enter keywords of the message.
3. Select the message.

Call the sender of a message

To call the sender of a message:
· Swipe left over the message, and tap (available in some countries).
· Open the message in full screen, and tap .

Forward messages

You can forward a message using the following methods:
· Tap and hold the message and then tap **Forward**.
· Tap to select the message and then tap **Forward**.

Add the sender of a message to Contacts/Blocklist

You can add the sender of a message to Contacts/Blocklist using the following methods:
· From the list of messages, tap and hold the message and then tap **Add to Contacts** or **Add to blocklist**.
· From the full-screen view of the message, tap > **Add to Contacts** or **Add to Blocklist**.

Note

You will not receive any phone calls or messages from the contact once they are added to the blocklist.

Delete messages

You can delete a message using the following methods:

In the list interface:
· Tap and hold the message and then tap **Delete**.
· Swipe left over the message, and tap .

In the reading interface:
· Tap and hold the message and then tap **Delete**.
· Tap to select the message and then tap **Delete**.

- **Recently deleted**

To view a recently deleted message, tap > **Recently deleted**.

Note

Deleted messages will be retained in ⋮ > **Recently deleted** for 60 days.

You can delete a message or restore the deleted message using the following methods:
· Tap and hold a message, and select **Restore** or **Delete** in the pop-up window.
· Open a message, tap ☑ to select the message and then tap **Restore** or **Delete**.

Block unwanted messages or calls

To block messages or calls from a contact, go to ⋮ > **Blocking** for settings.

• Block MMS messages from unknown numbers

To block MMS messages from non-contacts, turn **Block MMS from unknown numbers** on.

• Manage blocklist and trustlist

Use this feature to block incoming calls and messages by number, keyword and more

Method:
1. Go to ⋮ > **Blocking**.
2. Do any of the following:
· Tap **Blocklist management** and add blocking rules for the corresponding type.
· Tap **Trustlist management** and add trustlist rules for the corresponding type.

• Manage blocking notifications

To enable or disable notifications after blocking, go to **Blocking notifications**.

• View blocked message history

To view the blocked message history, go to **Blocked message history**.

⚠Note

1. Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
2. If you can't find a certain option on your device, it means the feature is not supported.

Tips

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier, and country/region.
Please contact your distributor or service provider for more information.

To learn more about other new interesting features, go to **Tips**, where you can browse useful tips and tricks by section.

⚠Note

You must connect your device to the internet to use this feature.

Phone

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier, and country/region.
Please contact your distributor or service provider for more information.

Make a call

Method:
1. Open .
2. Select a contact in the following ways:
· Enter a number on the keypad and tap .
· Enter the first few letters of the contact's name to quickly pull up the contact.
· Tap a contact from call logs.
· From , swipe a contact to the left, and then tap .
· From , tap a contact and then tap .

Note

To bring up the keypad, tap .

Answer or reject a call

Follow the instructions below to answer or reject a call.

• Answer a call

To answer a call:
· On the incoming call full screen: Swipe down when the screen is locked.
· On the incoming call full screen: Swipe to when the screen is unlocked.
· On the incoming call pop-up screen: Tap .

• Reject a call

To reject a call:
· On the incoming call full screen: Swipe up when the screen is locked.
· On the incoming call full screen: Swipe to when the screen is unlocked.
· To reject the call and reply with a message, tap on the incoming call full screen.
· On the incoming call pop-up screen: Tap .

Action icons while on a call

Refer to the table below to understand the action icons during a call.

See the table below for what each icon means.

	Record the ongoing call
	Put the ongoing call on hold
	Mute the microphone
	Make another call while a call is in progress
	Make a video call
	Enable speakerphone

	Expand/Hide keypad

Note

1. Whether the app is supported on a certain device and what features are available may vary by device model, carrier, and country/region.
2. If you can't find a certain option on your device, it means the feature is not supported.

Phone settings

To configure the settings associated with the Phone app, go to > **Call settings**.

· To reject messages or calls from certain contacts, tap **Blocking**.
· To customise the reply messages for rejected calls, tap **Reject with text**.
· To set your phone to vibrate when your call is answered or hung up, tap **Vibrate when the other party answers / hangs up**.
· To make a quick call by tapping and holding a number key, tap **Speed dial** to assign a contact to a number.
· To keep calls in pop-up or full screen when the screen is unlocked, tap **Display incoming calls when unlocked** and select the corresponding display status.

Contacts

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier, and country/region.
Please contact your distributor or service provider for more information.

To create or manage contacts, tap on the home screen to access the Contacts app.

Import contacts

To import contacts to your device:
· Tap **Import from storage device**, and the selected contacts data will be imported to your device automatically.

Note

This feature is available only when the Contacts list is empty.

· Go to > **Contact settings** > **Import/Export** > **Import from storage device** and select the contacts file to be imported. The selected contacts data will be imported to your device automatically.

Create contacts

Method:
1. Tap .
2. Do any of the following:
· To edit your profile picture, go to > **Take photo or Select from Albums** to take a photo or select an image and then tap .
· To enter information such as the name and phone number of the contact, tap the corresponding fields.
3. Tap .

Edit contacts

Method:
1. Tap a contact.
2. Tap ☑.
3. Once edits are made, tap ✓.

Merge duplicate contacts

To merge contacts with duplicate names or phone numbers, you can do the following.

Method:
1. Go to ⋮ > **Contacts settings** > **Merge duplicate contacts**.
2. Select the contacts to merge, or tap ☐ to select all of them.
3. Tap ⅄.

⚠Note

This feature only works for contacts stored in the same location.

Share contacts

On the Contacts list page, you can share a contact in the following ways:
· Tap a contact and then tap **QR code name card** to generate a QR code for other devices to scan.
· Tap a contact, tap ⋮ > **Share contacts**, and select a sharing method.
· Tap and hold a contact, tap **Share** and select a sharing method.

Delete contacts

Delete a single contact or multiple contacts in any of the following ways:

Method 1:
1. From Contacts, tap ☑.
2. Select one or more contacts to delete, or tap ☐ to select all.
3. Tap 🗑 > **Delete**.

Method 2:
1. From Contacts, tap a contact.
2. Go to ⋮ > **Delete contacts** > **Delete**.

Method 3:
1. From Contacts, tap and hold a contact.
2. Tap **Delete** > **Delete**.

• View recently deleted contacts

You can either restore the deleted contacts or permanently delete the contacts.
1. From Contacts, go to ⋮ > **Contacts settings** > **Recently deleted**.
2. Do any of the following:
· To permanently delete the contacts, tap ☑ to select one or more contacts or tap ☐ to select all contacts and then tap 🗑 > **Permanently delete**.
· To restore the deleted contacts, tap ☑ to select one or more contacts or tap ☐ to select all contacts and then tap ↺.
· To disable Recently deleted, tap ⋮ > **Disable Recently deleted**.

⚠Note

1. This feature only works for contacts stored on your device.
2. Content in Recently deleted will be kept for 30 days before being permanently deleted.

Call a contact or send a message to a contact

In the contacts list interface, you can call a contact or send a message to a contact in the following ways:
· Swipe a contact leftwards and tap or .
· Open the details interface of a contact and tap or .

Favourite contacts

You can mark frequent contacts as favourites to access them easily from **Favourites**.

· Tap > , select one or more contacts and then tap .
· On the contact details page, tap .

Search for contacts

Quickly locate a contact from a list of contacts using any of the following methods:
· From Contacts, tap the contact's initials from the index on the right.
· In the contacts list interface, tap the search box above and enter the name or phone number of the contact in the search bar.

Export contacts

To export contacts from your device, you can do the following.

Method:
1. Go to > **Contacts settings** > **Import/Export** > **Export to storage device**.
2. Select contacts to export or tap to select all.
3. Tap **Export**.

Manage contact groups

You can use the **Groups** feature to organise your contacts by company, contact time, or other attributes. You can also send messages to members of a group or set a unique ringtone for the group.

• Create groups

Method:
1. To create a group, go to **Group** > in the contacts list interface, enter a name for the new group and then tap **OK**.
2. To add members, select the contacts to be added to the new group and then tap .

• Edit groups

You can go to the **Group** interface and do the following:
· To add contacts, select a group, tap > **Add member** to select the contacts you want to add, and tap .
· To delete a group, tap to select a group, and then tap > **Delete**.
· To remove or move contacts, select a group, tap > **Remove member** to select the contacts you want to remove or move, and tap **Remove member** or **Move to** > **Target group**.
· To send a message to members of a group, first select a group. Tap > **Send text to group**, select the contacts you want to send a message to and then tap .

· To set a ringtone for a group, select a group, tap ⋮ > **Group ringtone**, and set your preferred sound as the ringtone.

Other features

To select the display method for contacts or view the storage location, tap ⋮ > **Contacts settings** from Contacts and do any of the following.

· To display the contacts with numbers only in the Contacts list, enable **Display contacts with numbers only**.
· To view or change the storage location of contacts, tap **Storage location**.

Note

If only one option is available for storage, the option cannot be edited.

· To display the contacts stored in a given location or view the number of contacts in each storage location, tap **Display by account**.

Game Centre

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier, and country/region.
Please contact your distributor or service provider for more information.

Tap to access the **Game Centre**, where you can search for and download your favourite games.

Note

You must connect your device to the internet to use this feature.

Search for and download games

Method:
1. Search for games in Game Centre in the following ways:
· Enter search keywords in the search bar.
· Go to **Category** to browse and search for games by category.
· Go to **Rankings** to browse and search for games based on popularity, downloads, or searches.
2. Tap the app icon to view it in full screen, and then tap **Install**.

More accessibility features

· To view the apps that can be updated, go to **Tools** > **Update management**.
· To auto-update game apps, enable or disable reminders of in-app events, or clear the game cache, go to **Tools** > **Set now**.
· To view Q&A in Game Centre, go to **Tools** > **Help & feedback**.

Game Space

View the games installed on your device, the time you have recently spent on games, or other data here.

Method:
1. Go to **Tools** > **My game space**.
2. Do any of the following:
· Swipe on the cards to view installed games and tap a card to quickly start the game.

· Tap **Game data** to view the time you have spent on each game and the total duration in the past 7 days.

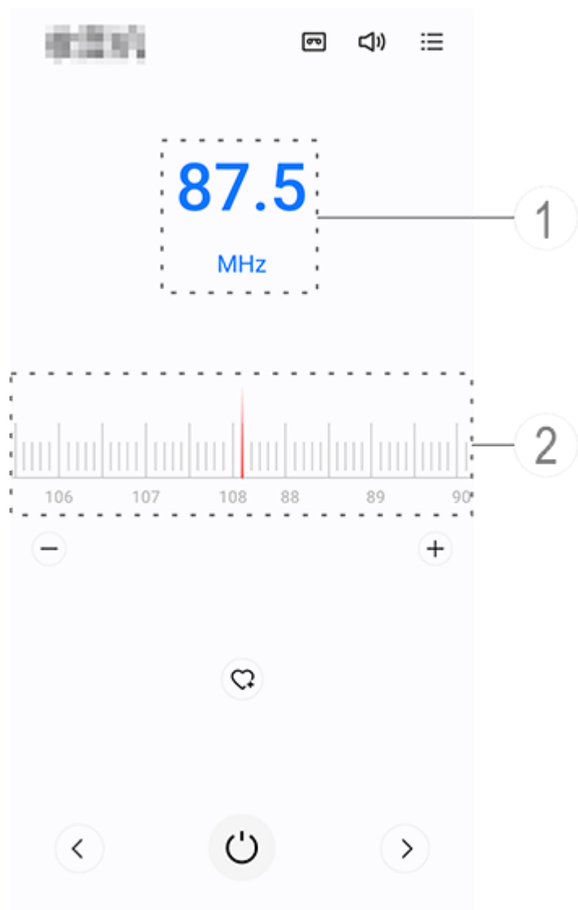
FM Radio

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

To listen to radio with earphones, tap on the home screen.

⚠Note

Connect earphones to your device before using this app.



⚠Note

The illustration is for reference only. Some options may not be available on specific models.

① View the current channel.
② Drag to change to different channels.

Tap the following icons for more settings:

	Earphones
	Speaker
	Recordings
	Channel list
− / +	Fine-tune channels
	Favourite the current channel
	Previous channel
	Next channel
	Switch

⚠Note

1. Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
2. If you can't find a certain option on your device, it means the feature is not supported.

Settings

Wi-Fi

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Connect to a Wi-Fi network

Method:
1. Turn Wi-Fi on using the following methods:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre and tap .
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre and tap .
· Go to **Settings** > **Wi-Fi** and turn **Wi-Fi** on.
2. Go to **Settings** > **Wi-Fi** and tap a network to connect to.
 indicates that a Wi-Fi password is required.

Add a Wi-Fi network manually

To add a Wi-Fi network that doesn't appear in the list of available networks, go to **Settings** > **Wi-Fi** and add a Wi-Fi network using the following method:

Method:
· Tap **Add network** and enter the network name and security key.
· Tap to scan the Wi-Fi QR code.

Bluetooth

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

You can use **Bluetooth** to connect your phone to nearby devices or to transfer files between devices.

Turn Bluetooth on

You can turn Bluetooth on using one of the following methods:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre and tap .
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre and tap .
· Go to **Settings** > **Bluetooth** and turn **Bluetooth** on.

Rename your device

Method:
1. Turn Bluetooth on and go to **Settings** > **Bluetooth** > **Device name**.
2. Enter a name.
3. Tap **OK**.

Pair with other Bluetooth devices

Method:
1. Turn Bluetooth on and go to **Settings** > **Bluetooth**.
2. Select the device you want to pair with.
3. Follow the on-screen instructions for connecting.

Note

To use this feature, make sure the other device has Bluetooth enabled and accepts the incoming pairing request.

Send and receive files

You can share data with other Bluetooth devices in the following way.

For example, to send photos to another device:
1. Open **Albums** and select photos to send.
2. Tap **Share** > **Bluetooth**.
3. Select a device to receive the photos.

Note

To use this feature, make sure the other device has Bluetooth enabled and accepts the incoming connection request.

View the files received via Bluetooth

To view the files received via Bluetooth, go to **Settings** > **Bluetooth** > **Files received via Bluetooth**.

Mobile network

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

You can learn about the current SIM card status of your device and edit SIM card information via **Mobile network**.

Note

Mobile network is displayed when a single card is inserted and **SIMs and mobile network** is displayed when two cards are inserted.

Turn mobile network on

Method:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre and tap .
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre and tap .
· Go to **Settings** > **Mobile network (SIMs and mobile network)** and turn **Data network** on.

View data usage

To check the data usage for a certain period of time, go to **Settings** > **Mobile network or SIMs and mobile network** > **Data management**.

Set SIM card information

Method:
1. Go to **Settings** > **Mobile network or SIMs and mobile network** and tap the SIM card to modify.
2. Do any of the following:
· To change the SIM card name or number, tap **Edit name** or **SIM card number**.
· To set the preferred network type for your SIM card, tap **Network mode** (available in some countries).

Set the default SIM card

Set one of the SIM cards inserted into the device as the preferred SIM card for the data network or calls using the following method:

1. Go to **Settings** > **SIMs and mobile network**.
2. Tap **Data** or **Dial** (available in some countries) in **Default SIM card** and select the corresponding SIM card.

Note

This feature is available only when the device has two SIM cards inserted and both cards are enabled.

More connections

Aeroplane mode

● Aeroplane mode

You can turn Aeroplane mode on using the following methods:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre and tap .
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre and tap .
· Go to **Settings** > **More connections** and turn **Aeroplane mode** on.

Personal hotspot

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

● Personal hotspot

To allow other devices to access this device's network by connecting to a hotspot, tap **Personal hotspot**.

Tether by Personal hotspot

Method:
1. Turn Personal hotspot on using the following methods:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre and tap .
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre and tap .
· Go to **Settings** > **More connections** > **Personal hotspot** and turn **Personal hotspot** on.
2. Do any of the following:
· To change the hotspot name, password and other settings, go to **Settings** > **More connections** > **Personal hotspot** > **Hotspot configuration**.
· To set the maximum number of devices allowed to connect to your hotspot, go to **Settings** > **More connections** > **Personal hotspot** > **Maximum connections**.
· To view the devices connected to your hotspot or blocklisted devices, go to **Settings** > **More connections** > **Personal hotspot** > **Connected devices or Blocklist**.

USB tethering and Bluetooth tethering

Method:
1. Go to **Settings** > **More connections** > **Personal hotspot** > **More hotspot settings** and turn **USB tethering** or **Bluetooth tethering** on.
2. Do any of the following:
· To tether via USB cable, connect your phone to the other device via a USB cable.
· To tether via Bluetooth, pair your phone with the other device.

Note

Mac computers can't tether with Android devices via USB.

More hotspot settings

To set a data limit or a hotspot auto-off duration when no devices are connected, go to **Settings** > **More connections** > **Personal hotspot** > **More hotspot settings** and tap **One-off mobile data limit** or **Auto-off when no device connected**.

Data management

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

● Data management

View data usage

To view the monthly or daily data usage, go to **Settings** > **More connections** > **Data management** and tap **View details**.

Manage network permissions of apps

To control whether to allow your apps to access the data or Wi-Fi network, you can do the following.

Method:
1. Go to **Settings** > **More connections** > **Data management** > **Network management** > **Data network or Wi-Fi**.
2. Turn the corresponding app switch on or off.

Turn Data-saving mode on

To prevent some apps using data in the background and thereby help to reduce data usage, you can do the following.

Method:
1. Go to **Settings** > **More connections** > **Data management** > **Data-saving mode** and turn the switch on.
2. To exempt some apps from this feature, go to **App trustlist** and turn the switches for the apps on.

VPN

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

● VPN

A VPN allows you to connect to a private secured network from your device.

Method:
1. Tap **Settings** > **More connections** > **VPN** > **Add VPN**, and enter and save the required information.
2. Select the configured VPN and turn the **VPN** on, then enter your username and password.

Private DNS

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

● Private DNS

A private DNS can protect your privacy and security while connecting to a target URL.

Method:
1. Go to **Settings** > **More connections** > **Private DNS**.
2. Select the corresponding option.

Android Auto

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

● Android Auto

To connect your device to your car display via a USB cable or wirelessly to get directions, make or answer calls, talk to send text messages, and play music, go to **Settings** > **More connections** > **Android Auto**.

⚠Note

Sign in to your Google account before using this feature.

Screen Mirroring

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

● Screen Mirroring

To cast the content from your device to another device wirelessly, go to **Settings** > **More connections** > **Screen Mirroring**.

⚠Note

1. You must connect your device to the internet to use this feature.
2. Make sure both devices are connected to the same Wi-Fi network during screen mirroring.
3. Make sure the mirroring device can be connected to a Wi-Fi network and supports the DLNA protocol.

● Local file mirroring

To cast local videos, images and other content to another device, go to **Settings** > **More connections** > **Screen Mirroring** > **Local file mirroring**.

You can select a screen-mirroring type based on your preferences.

OTG

● OTG

OTG allows you to connect a USB storage device to your phone, and then browse and manage the photos, videos, and other files stored on it by going to File Manager on your phone.

⚠Note

If idle for five minutes, OTG will be automatically disabled.

Printing

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

● Print

To print photos or files from certain apps on your device, turn **Print** on in **Settings** > **More connections** > **Print**.

⚠Note

Before printing, please add a printer that can obtain data via the internet.

Chromebook

● Chromebook

You can do any of the following once your phone is connected to a Chromebook:
· Sync chat history.
· Share files.
· Use the Chromebook to send and receive SMS messages.
· Connect the Chromebook to your phone's network.
· Use your phone to unlock the Chromebook.

Note

Sign in to your Google account before using this feature.

NFC

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

NFC

NFC allows you to make mobile payments, perform electronic signatures, and more.

Enable NFC

You can turn NFC on using the following methods:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre and tap > .
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre and tap .
· Go to **Settings** > **More connections** > **NFC** and turn **NFC** on.

Use NFC

· To make payments using NFC, enable NFC, set up a payment app, and then put the NFC scanning area of your phone close to the payment reader.

Note

To change the default payment method, go to **Settings** > **More connections** > **NFC** > **Contactless payment**.

· To read the NFC tag on a card, enable NFC, put the NFC scanning area of your phone close to the NFC tag, and select an app.

Quick Share

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Quick Share

To share photos, videos, documents, and other files with nearby devices, go to **Settings** > **More connections** > **Quick Share**. You can then do any of the following:

· To rename your device, tap **Device name**, enter a name and then tap **Save**.
· To select the users who can share content with you, go to **Who can share with you** and select the

options as needed.
· To learn more about these options, go to **Learn more about Quick Share**.

Note

You must turn Wi-Fi and Bluetooth on to use this feature.

Display, brightness and eye protection

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier, and country/region.
Please contact your distributor or service provider for more information.

With this option, you can change or adjust the display settings for your device, such as screen brightness and fonts.

Adjust the screen brightness

• Manually adjust the screen brightness

You can adjust it using the following methods:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre and drag .
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre and drag .
· Go to **Settings** > **Display, brightness and eye protection** and drag .

• Automatically adjust the screen brightness

You can adjust it using the following methods:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre and tap .
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre and tap .
· Go to **Settings** > **Display, brightness and eye protection** and turn **Auto-brightness** on.

Enable Eye Protection

Eye Protection displays warmer colours on your screen that are easier on your eyes.

You can turn it on using the following methods:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre, tap and hold and turn **Eye Protection** on.
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre, tap and hold and turn **Eye Protection** on.
· Go to **Settings** > **Display, brightness and eye protection** > **Eye comfort and protection** and turn **Eye Protection** on.

• Schedule Eye Protection on/off

Method:
1. Go to **Settings** > **Display, brightness and eye protection** > **Eye comfort and protection** and tap **Scheduled turn on**.

2. Select from the following options:
· Select **Sunset to sunrise**.
· Select **Custom** and set the start time and end time.

Enable Dark theme

On some screens, Dark theme will use a solid black background which will help extend your battery life.

You can turn it on using the following methods:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre, tap and hold and turn **Dark mode** on.
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre, tap and hold and turn **Dark mode** on.
· Go to **Settings** > **Display, brightness and eye protection** and select **Dark mode**.

• Schedule Dark mode on/off

Method:
1. Go to **Settings** > **Display, brightness and eye protection** and tap **Scheduled switch** under **Appearance**.
2. Select from the following options:
· Select **Sunset to sunrise**.
· Select **Custom** and set the start time and end time.

Set up auto-lock

This feature automatically locks your screen after a certain period of inactivity.

Method:
1. Go to **Settings** > **Display, brightness and eye protection** and tap **Auto-lock**.
2. Select a time period.

Enable screen saver

Method:
1. Go to **Settings** > **Display, brightness and eye protection** > **Screen saver**.
2. Enable **Turn screen saver on**.
3. Select a screen saver style and when to start it.

Adjust the font size and style

• Adjust fonts:

Method:
1. Go to **Settings** > **Display, brightness and eye protection**.
2. Do any of the following:
· To enlarge or reduce the font size, go to **Font size and weight** and drag under **Font size**.
· To make all fonts appear with bold weighting, go to **Font size and weight** and tap **Bold font**.
· To enlarge or reduce the size of all content, drag under **Display size**.

• Change the font style

Method:
1. Go to **Settings** > **Display, brightness and eye protection** > **Font style**.
2. Select from the following options:

· Select a preloaded style.
· Tap **More fonts** to download a preferred font style.

Adjust the screen refresh rate

Method:
1. Go to **Settings** > **Display, brightness and eye protection** > **Screen refresh rate**.
2. Select a screen refresh rate.

Customise the app aspect ratio

• Display apps in full screen

Method:
1. Go to **Settings** > **Display, brightness and eye protection** > **Display in full screen**.
2. Turn the switch on next to any apps you want to display in full screen.

• Display apps at the top of the screen

Method:
1. Go to **Settings** > **Display, brightness and eye protection** > **Display on top**.
2. Tap the app you want to edit.
3. Select a display option.

Home screen, lock screen & wallpaper

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Customise the theme or wallpaper

This option allows you to set up the theme or wallpaper for your device.

Method:
1. Go to **Settings** > **Home screen, lock screen & wallpaper** > **Theme or Wallpaper**.
2. Select a theme or wallpaper.

Customise Always On Display

This feature allows you to check the time, battery level, notifications and other information on the AOD screen.

Method:
1. Go to **Settings** > **Home screen, lock screen and wallpaper** > **Always On Display** and turn **Always On Display** on.
2. Do any of the following:

· To change the AOD style, tap an AOD style on the **Always On Display** interface and then tap ✓.
· To enable your device to be awakened when it receives notifications, go to **More AOD settings** and turn **Always On Display for new notifications** on.

Change device icons

Method:
1. Go to **Settings** > **Home screen, lock screen & wallpaper** > **Icons**.
2. Do any of the following:

· To change the icon style on your device, select a style via **More**.
· To adjust icons' rounded corners or size on your device, drag to **Rounded corners** or **Size**.

Change UI colours

The option allows you to change the UI colour for your device.

Method:
1. Go to **Settings** > **Home screen, lock screen & wallpaper** > **System styles**, and turn on **System and app UI colour**.
2. Select a colour from the basic colours or pick a colour from the wallpaper.
3. To restore to the original system and app UI colour, turn off **System and app UI colour**.

Lock screen settings

This option allows you to change the lock screen style and customise lock screen shortcuts.

Method:
1. Go to **Settings** > **Home screen, lock screen & wallpaper** > **Lock screen settings**.
2. Do any of the following:
· To set the lock screen clock, date style, or features that can be quickly started on the lock screen, tap **Edit**.
· To change the lock screen wallpaper with the theme, enable **Change lock screen wallpaper based on theme**.

Note

Only static wallpapers can change along with themes.

Home settings

This feature allows you to change the home screen style, layout, icons, and other settings.

Method:
1. Go to **Settings** > **Home screen, lock screen and wallpaper** > **Home settings**.
2. Do any of the following:
· To change the home screen style, go to **Home screen style** to select between Standard and Drawer.
· To change the home screen layout, go to **Home screen layout**.
· To change the screen sliding effects of your device, go to **Sliding effects**.
· To lock the current home screen layout, turn **Lock layout** on.
· To change the feature that is enabled when swiping down on the home screen, tap **Swipe down on home screen** to select a feature.

Note

1. Some options may not be available or may vary depending on your country/region and device model.
2. If you can't find a certain option on your device, it means the feature is not supported.

Simple Mode

To enable a simple layout for the home screen and larger system font, go to **Settings** > **Home screen, lock screen & wallpaper** > **Simple Mode** to enable this feature.

Dynamic effects

A variety of animation styles are available under the corresponding feature. You can go to **Settings** > **Home screen, lock screen and wallpaper** > **Dynamic effects** to select and apply your favourite style.

Method:

· To enhance the dynamic effects and display effects of some interfaces, go to **Enhanced dynamic effects**.

· To change the fingerprint or face recognition animation, go to **Lock screen fingerprint, Fingerprint recognition or Face recognition** to select your preferred animation, and then tap **Apply**.

· To change the home screen animation, go to **Unlock to Home screen** to select your preferred animation and then tap **Apply**.

· To change the USB insertion or charging animation, go to **Charging animation or USB insertion animation** to select your preferred animation and then tap **Apply**.

Note

1. This feature is available only on devices that support fingerprint or face recognition.
2. When the fingerprint or face recognition is disabled on your device, you need to select a screen lock option after applying the animation, and then follow the on-screen instructions for the subsequent steps.

Sounds & vibration

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

To change the media sound, ringtone, or the sounds your device plays when you get other types of notifications, go to **Settings** > **Sounds & vibration**.

Adjust the function of the volume buttons

To change whether the volume buttons adjust the media or ringtone volume, tap **Use volume buttons to adjust**.

Turn Do Not Disturb on

To receive notifications from important contacts and apps only, turn **Do Not Disturb** on.

You can turn it on using the following methods:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper-right of the screen to open the Control centre and tap **Do Not Disturb**.
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre and tap **Do Not Disturb**.
· Go to **Settings** > **Sounds and vibration** > **Do Not Disturb** and then turn **Do Not Disturb** on.

Set vibration

To enable your device to vibrate when it rings, go to **Settings** > **Sounds & vibration** and turn on **Vibrate on ring**.

Set prompt tone

To change the settings of the prompt tone in Settings, go to **Settings** > **Sounds and vibration** > **Prompt tone**.

You can turn specific tone types on and off based on your preferences.

Customise ringtone

To change the ringtone settings, go to **Settings** > **Sounds and vibration** > **Incoming call ringtone, Notification ringtone, Alarm ringtone or Message ringtone** (available in some countries).

You can choose either a system ringtone or a custom ringtone based on your preference.

Change sound quality and effects

To change the sound quality or effects, go to **Settings** > **Sounds & vibration** > **Sound quality & effects**.

Set Haptic feedback

To enable vibration feedback when you operate your device, go to **Settings** > **Sounds & vibration** > **Haptic feedback** and turn on **Haptic feedback**.

Apps

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

To view the screen time and idle apps, or set default apps, go to **Settings** > **Apps**.

Manage all apps

Method:
1. Go to **Settings** > **Apps** > **App manager**.
2. Do any of the following:
· View all apps.
· Tap an app to view and manage the details of the app.

View screen time

• Get a daily view of how long you use apps, how many notifications you receive, and how often you check your device

Method:
1. Go to **Settings** > **Apps** > **Screen time**.
2. Do any of the following:
· Tap to switch between **Screen time**, **Notifications received** and **Times opened\Unlocks** to view details.
· Tap < or > to switch to different dates for viewing related data.

• Set app limit

To limit how much time you spend on an app:

Method:
1. Go to **Settings** > **Apps** > **Screen time**.
2. Tap ⌛ next to a certain app.
3. Choose how much time you can spend on that app and then tap **OK**.

⚠Note

1. When you run out of time, the app closes and its icon dims.
2. The app limit will reset at midnight.

Set as the default app

When you have multiple apps that serve the same purpose, you can choose one as the default app.

Method:
1. Go to **Settings** > **Apps** > **Default apps**.
2. Tap the app you want to change.
3. Select the app you want to use by default.

Manage recent apps

Method:
1. Go to **Settings** > **Apps** > **Recent background apps**.
2. Do any of the following:
· To change the style of recent apps in the background, tap **Stack** or **Tile**.
· To hide the content of specified apps during the preview of recent apps in the background, turn **Hide app content** on and then turn the corresponding app switch on.

View unused apps

To view the list of apps that haven't been used recently, go to **Settings** > **Apps** > **Unused apps**.

Grant special access to apps

To grant other special access (such as Autostart and Do Not Disturb) to the apps, go to **Settings** > **Apps** > **Special app access** for detailed settings.

Notifications & status bar

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Manage notification display methods

To manage how notifications are displayed:
1. Go to **Settings** > **Notifications and status bar**.
2. To manage the display of AOD notifications, lock screen notifications, pop-ups and app icon badges, go to **Always On Display**, **Lock screen**, **Pop-ups**, or **Badges** and turn the corresponding switches on or off.

⚠Note

1. Some options may not be available or may vary depending on your country/region and device model.
2. If you can't find a certain option on your device, it means the feature is not supported.

Manage app notifications

To check the apps you have received notifications from or the number of notifications you have recently received:

Method 1:
1. Go to **Settings** > **Notifications and status bar** and tap to switch between the options.
2. Turn the corresponding app notification switch on or off.

Method 2:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe

down from the upper left to open the Control centre, swipe left on the notification to be modified and then tap ⚙ to select the corresponding option.
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre, swipe left on the notification to be modified and then tap ⚙ to select the corresponding option.

View notification history

To view the recent and snoozed notifications of the device, go to **Settings** > **Notifications and status bar** > **Notification history** and turn **Use notification history** on.

Manage the status bar

To set the notification icon style, battery style and real-time network speed display in the status bar, go to **Settings** > **Notifications & status bar** > **Status bar icons** and set them in detail as needed.

Manage app conversations

• View priority conversations or edited conversations

To view the flagged priority conversations and edited conversations, go to **Settings** > **Notifications and status bar** > **More notification settings** > **Conversations**.

• Enable Bubbles

To display some conversations as floating icons on top of other apps, go to **Settings** > **Notifications and status bar** > **More notification settings** > **Bubbles** and turn **Allow apps to show bubbles** on.

More notification settings

To set snoozed notifications and select apps via which notifications can be accessed, go to **Settings** > **Notifications and status bar** > **More settings** to set the details as desired.

Battery

To check your battery usage and power consumption over time, go to **Settings** > **Battery**.

Usage since last full charge

To view the battery usage since the last full charge or the battery usage of the system and apps, go to **Usage since last full charge**.

⚠Note

The power consumption is approximate and may vary depending on usage.

Battery information and maintenance instructions

⚠Note

1. Whether the app is supported on a certain device and what features are available may vary by device model, carrier network and country/region.
2. If you can't find a certain option on your device, it means the feature is not supported.

• Obtain battery information

You can go to Settings > Battery > Battery health and charging to obtain the following battery information:
1. Maximum capacity: capacity of the current battery.
2. Cycle count: One cycle is counted when a battery discharges from 100% to 0%. If the battery does not completely discharge, for example, from 50% to 20%, it is counted as 3/10 of a cycle. Partial cycles are added up to make whole ones.
3. Battery production date: specific date when the battery was produced.
4. Initial battery usage date: date when the battery is used for the first time after a new phone is purchased or when an old battery is replaced with a new one. With this date, users can keep track of the battery use time.

- **Battery maintenance instructions**

1. Behaviours that reduce battery life:
   1.1 The phone is used for long periods of time when it is being charged.
   1.2 The phone is charged for long periods of time after it is fully charged.
   1.3 The optimal working temperature range of the battery is 0°C to 35°C. Working at higher temperatures will accelerate battery ageing and reduce battery life.
   1.4 A non-original charger / data cable is used for charging, during which, the voltage/current is unstable.
   1.5 The phone is unused for long periods of time and is not charged.

2. Effects of turning wireless connections such as Wi-Fi and Bluetooth off on power consumption:
   2.1 When the phone is in standby mode and the mobile signal is strong, turning Wi-Fi and Bluetooth off can save power and extend battery life.
   2.2 When the mobile signal is weak, turning wireless connections such as Wi-Fi or Bluetooth on can replace the mobile network to prevent high power consumption. In this case, turning the wireless connections off may increase power consumption and reduce battery life.

3. Behaviours for proper use of the lithium ion batteries:
   3.1 Keep the phone away from high-temperature environments and avoid using the phone in such environments.
   3.2 Avoid using your phone for long periods of time while it is being charged.
   3.3 Unplug the charger when charging is completed.
   3.4 The optimal State of Charge (SOC) of the battery is 20%–80%, in which state the battery can be charged at any time without the need to let your phone fully discharge.
   3.5 If the phone is to be unused for long periods of time, it is recommended that you charge it to around 50% and turn it off.
   3.6 Charge the phone if the phone has been unused for a period of time. The recommended power level range is 40%–60%.
   3.7 Use original batteries, chargers and data cables. In case of any error, go to an authorised after-sales service centre for test or repair.
   3.8 After the Optimise based on habits feature is enabled, if you are in the habit of charging your phone for long periods of time (such as at night), the system will automatically learn your charging habits and intelligently stop and resume charging your phone to avoid the battery being in the fully-charged state for a long time, thus postponing battery ageing and extending battery life.

RAM & storage

To check the usage of the RAM and storage space on your device, go to **RAM and storage**.

Manage storage space

Method:
1. Go to **Settings** > **RAM and storage** > **Space cleanup**.
2. Tap **Clean all up**.

⚠Note

You must connect your device to the internet to use this feature.

Security & privacy

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

View and improve device security

Go to **Settings** > **Security & privacy** to view suggestions related to the account security, app security and other types of security of this device. ! suggests that you detect or complete the related settings.

Find your device

To find, protect or erase your device, make sure that your device:
· Is sufficiently charged or connected to a power source.
· Has the device finding feature enabled in **Settings** > **Security & privacy** > **Find Hub**.
· Is signed in with your Google account.
· Is connected to a network.
· Is visible on Google Play.

⚠Note

Refer to the specific operational requirements for the conditions to be met by the device.

• To find, protect or erase your device

Method:
1. Go to **Settings** > **Security & privacy** > **Find Hub** and choose one of the following methods to use Find Hub:
· Tap to download the Find Hub app
· Tap to open the Find Hub website;
2. Sign in to your Google account.
3. Your lost device gets a notification.
4. You will get notified of the approximate location or the last known location of your device.
5. Follow the on-screen instructions to select what you want to do.

⚠Note

1. To learn more about other options, go to **Settings** > **Security & privacy** > **Find Hub** > **Learn more about Find Hub**.
2. You must connect your device to the internet to use this feature.

Set a screen lock, fingerprint lock, or face lock on your device

If you have set up a screen lock, fingerprint lock, or face lock to help secure your device, each time you turn on your device or wake up the screen, you will be asked to unlock your device.

• Set a screen lock

To set a screen lock:
1. Go to **Settings** > **Security and privacy** > **Device unlock** > **Screen lock**.
2. Select a password type:
· For the **Pattern** option, you need to draw an unlock pattern.
· For the **PIN** option, you need to enter a numeric password.
· For the **Complex password** option, you need to enter a complex alphanumeric password.

To cancel the currently-set screen lock method, go to **Settings** > **Security and privacy** > **Device unlock** > **Screen lock** and select **None** or **Swipe**.

• Set a fingerprint lock

To set a fingerprint lock:
1. Go to **Settings** > **Security & privacy** > **Device unlock** > **Fingerprint**.
2. Use the fingerprint for **Unlock** or **Privacy password**.
3. Select and set an alternative lock screen password for a device that does not have a lock screen password:
· By choosing **Pattern**, you need to draw an unlock pattern.
· By choosing **PIN**, you need to enter a numeric password.
· By choosing **Complex password**, you need to enter a complex alphanumeric password.
4. Follow the on-screen instructions to enrol your fingerprint.

To remove the enrolled fingerprint, go to **Settings** > **Security and privacy** > **Device unlock** > **Fingerprint** and select and delete the fingerprint.

• Set a face lock

To set a face lock:
1. Go to **Settings** > **Security and privacy** > **Device unlock** > **Face**.
2. Use the face data for **Unlock** or **Privacy password**.
3. Select and set an alternate lock screen password for a device that does not have a lock screen password:
· For the **Pattern** option, you need to draw an unlock pattern.
· For the **PIN** option, you need to enter a numeric password.
· For the **Complex password** option, you need to enter a complex alphanumeric password.
4. Tap **Enrol now** and follow the on-screen instructions to enrol your face.

To clear the enrolled face data, go to **Settings** > **Security and privacy** > **Device unlock** > **Face** and tap **Clear face data**.

Encrypt or hide an app

Method:
1. Go to **Settings** > **Security & privacy** > **App encryption / App hiding**.
2. Tap **Other password types** to select a password type, and set a privacy password.
3. Follow the on-screen instructions to set security questions.
4. Turn the corresponding app switches on via the **App encryption / App hiding** page.

• View hidden apps

If you want to view hidden apps, use the following methods:
· Go to **Settings** > **Security & privacy** > **App hiding** > **View hidden apps**.
· Go to **Settings** > **Security & privacy** > **App hiding**, turn **Swipe up with two fingers on home screen to view hidden apps** on, and then swipe up with two fingers on the home screen.

View permissions

View permission usage history

· To view details about today's permission usage by apps, such as Location and Camera, go to **Settings** > **Security & privacy** > **Permission usage history for today**.
· To view details about the permission usage by apps, go to **Settings** > **Security & privacy** > **All permission usage history**.

View device app manager

To adjust permissions for different apps, such as Camera, Music and Photos, go to **Settings** > **Security & privacy** > **Permission manager**.

Set app privacy protection

To protect your privacy during screen sharing in a meeting or entering a password via a third-party app, go to **Settings** > **Security & privacy** > **Smart privacy protection**.

Set other privacy permissions

To change settings of other features related to device privacy security, go to **Settings** > **Security & privacy** > **More privacy settings**.

Location

You can use location-based services to view the commute predictions and nearby restaurants once **Location** is enabled.

Turn on Location

You can turn Location on using the following methods:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre and tap .
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre and tap .
· Go to **Settings** > **Location** and turn **Location** on.

Find or choose which apps use your phone's location

Method:
1. Turn Location on and go to **Settings** > **Location**.
2. Do any of the following:
· To view the apps that have recently accessed location information, tap **View all**.
· To change the Location permission for an app, tap **App location permissions**, tap the app and then choose an option.

Note

You may need to sign in to your Google account to use some of the features.

Ultra Game Mode

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Ultra Game Mode allows you to immerse yourself in games by fully enhancing the performance of your device.

Add games to Ultra Game Mode

Method:
1. Go to **Settings** > **Ultra Game Mode** > **Supported games**.
2. Turn on corresponding app switches as needed.

Enable game modes

- **Enable Esports Mode**

To use high-performance esports configurations to obtain more immersive and smoother game experience, do the following.

Method:
1. Access a game that has been added to Ultra Game Mode, and swipe inward from the upper-left edge of your screen to bring the game shortcut bar out.
2. Tap **Esports Mode**.

Note

To understand the feature details and view the games that support Esports Mode, go to **Settings** > **Ultra Game Mode** > **Esports Mode**.

• Enable Off-screen autoplay

To continue a game when the screen is off, do the following.

Method:
1. Access a game that has been added to Ultra Game Mode, and swipe inward from the upper-left edge of your screen to bring the game shortcut bar out.
2. Tap **Off-screen autoplay**.

Do Not Disturb during gameplay

To set the display and style of notifications and the Do Not Disturb mode during gameplay, you can do the following.

Method:
1. Go to **Settings** > **Ultra Game Mode**.
2. Do any of the following:
· To set the display and style of notifications and the Do Not Disturb mode during gameplay, go to **Game notification settings** for the settings.
· To reject incoming calls or make them run in the background during gameplay, go to **Mute call notifications** and turn **Background calls** or **Reject calls** on (available in some countries).
· To prevent accidental touch of the screen during gameplay, go to **Accidental touch prevention** and turn the options on as needed.

Process multiple tasks during gameplay

To swipe up with three fingers to bring the list of small window apps up during gameplay, you can do the following.

Method:
1. Go to **Settings** > **Ultra Game Mode** > **Game picture-in-picture**.
2. Turn **Swipe up with three fingers for small window apps** on.

Note

1. Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
2. If you can't find a certain option on your device, it means the feature is not supported.

Shortcuts & accessibility

S-capture

Screenshot settings

· To enable quick screenshot with gesture, turn **Gesture screenshot** on.

· To enable shared screenshots to be automatically moved to the Recently deleted album, turn **Auto-delete shared screenshots** on.

· To enable the edited screenshot to overwrite the original screenshot after saving, turn **Overwrite original** on.

Record the screen

· To display the touch or tap trajectory during screen recording, enable **Display touch trajectory**.

· To change the picture quality during screen recording, go to **Picture quality** to select a desired effect.

· To avoid being disturbed by floating notifications during screen recording, enable **DND recording**.

· To automatically select a dynamic area on the screen as the initial area for animation recording during screen recording, enable **Auto select dynamic area**.

· To record ambient sounds or system playback sounds during screen recording, turn on **Record microphone audio or Record system audio**.

Enable screenshot preview

To bring up a floating window for operations such as quick sharing and editing after taking a screenshot, enable **Preview floating window**.

Split screen

Enable split-screen mode

Enable split-screen for apps that support this mode in the following ways:

Method 1:
1. Access the Recent apps screen.
2. Tap > **Split-screen**.

Method 2:
If you have enabled the "Slide up with three fingers to split screen" feature, split the screen by sliding up with three fingers.
To enable the "Slide up with three fingers to split screen" feature, go to **Settings** > **Shortcuts & accessibility** > **Screen-split** and enable **Slide up with three fingers to split screen**.

Small window

● Small window

To display apps in a small window, go to **Settings** > **Shortcuts & accessibility** > **Small window** > **Learn gestures** to view and perform operations such as displaying or hiding apps in the small window.

⚠Note

1. Some options may not be available or vary depending on your country/region and device model.
2. If you can't find a certain option on your device, it means the feature is not supported.

Smart sidebar

● Smart sidebar

Enable this feature to quickly access apps on any screen.

Enable Smart sidebar

1. Go to **Settings** > **Shortcuts & accessibility** > **Smart sidebar**.
2. Enable **Smart sidebar**.
3. To expand the smart sidebar, tap and hold the indication bar and slide inwards on the screen.

Change the display style of the indication bar

Default styles:

	Edge display

· To change the visibility of the indication bar when it is idle, drag under **Opacity of indicator bar when idle**.

Manage the apps in the smart sidebar

· To manage the apps integrated in the smart sidebar, do the following:

Method:
1. Tap and hold the indicator bar and slide inwards on the screen to expand the Smart sidebar.
2. Tap > .
3. Tap to add or tap to delete the apps.
4. After the operation, tap .

Smart Motion

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

● Smart Motion

Enable Smart Motion to use some features intelligently or quickly.

Enable Smart Screen On/Off

To enable Smart Screen On/Off in a smart way:

Method:
1. Go to **Settings** > **Shortcuts & accessibility** > **Smart Motion** > **Smart Screen On/Off**.
2. Do any of the following:
· To turn the screen on automatically by lifting your device, turn **Raise to wake** on.
· To turn the screen on by double-tapping it, turn **Double-tap to wake** on.
· To turn the screen off by double-tapping it when the screen is locked and on or when the standby interface is displayed, turn **Double-tap to turn off** on.

Turn on the torch

To quickly turn on the torch by shaking your device when the screen is on regardless of whether it is locked:

Method:
1. Go to **Settings** > **Shortcuts & accessibility** > **Smart Motion**.
2. Enable **Shake to turn on the torch**.

Enable Smart Calling

Enable Smart Calling to make it more convenient and smarter to make or answer calls.

Method:
1. Go to **Settings** > **Shortcuts & accessibility** > **Smart Motion** > **Smart Calling**.
2. Toggle on the corresponding option based on your needs.

Quick action

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

● Quick action

To quickly enable a feature by pressing and holding the Volume down button when the screen is off, enable **Quick action** to assign a feature to the button.

⚠Note

The selected feature won't work during music playback or if the IR sensor is blocked.

Power button

● Power button

To access Google Assistant or features such as the power menu by pressing and holding the Power button:
1. Go to **Settings** > **Shortcuts & accessibility** > **Power button**.
2. Select the required feature to assign the feature to the button.

Easy Touch

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

● Easy Touch

Enable Easy Touch to quickly access frequently used tools or apps on the home screen.

Enable Easy Touch

1. Go to **Settings** > **Shortcuts & accessibility** > **Easy Touch**.
2. Enable **Easy Touch**.

Change the display styles of Easy Touch

Default styles:

	Floating
	Edge display

· To change the style of Easy Touch:
1. Tap **Personalised skins**.
2. Select a skin pattern.
3. Tap **Apply**.

· To change the visibility of Easy Touch when it is idle, drag under **Idle visibility**.

More settings of Easy Touch

· To customise the quick tools or apps on the Easy Touch menu:
1. Tap **Customise menu**.
2. Tap + to add apps or quick tools.
To reposition an app or tool, tap and hold its icon and drag it to a desired position.

· To access a certain quick tool when you tap, double-tap, or tap and hold Easy Touch:
1. Tap **tap, double tap or tap and hold**.
2. Select the required tool.

Note

1. Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
2. If you can't find a certain option on your device, it means the feature is not supported.

Face beauty for video call

● Face beauty for video call

To apply beauty effects during a video call, go to **Settings** > **Shortcuts & accessibility** > **Face beauty for video call**, and select the apps you want to enable this feature for.

Flash notifications

● Flash notifications

To get rear flash alerts of incoming calls and messages, go to **Settings** > **Shortcuts & accessibility** > **Flash notifications** to toggle the **Incoming calls** or **Messages** on (this feature is available in some countries).

Task timer

● Task timer

· To schedule vibration or aeroplane mode on your device, go to **Settings** > **Shortcuts & accessibility** > **Task timer** to toggle the options on.

· To schedule auto power on or off for your device, go to **Settings** > **Shortcuts & accessibility** > **Task timer**, and then tap Scheduled power on/off to set a time.

To configure timing for different modes:

1. Tap the time in a mode to access the settings screen.
2. Set the time and then tap ✓.

To configure countdown vibration:

1. Tap **Countdown vibration**.
2. Set the time and then tap **OK**.

Note

When it is time for the scheduled power-off, you will be prompted to confirm it. You can also cancel the power-off by tapping **Cancel**. If you neither confirm nor cancel the power-off, your device will turn off in 60 seconds.

One-handed

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

● One-handed

Navigate your device with one hand in the following ways:

Bring up the mini screen

1. Go to **Settings** > **Shortcuts & accessibility** > **One-handed**.
2. Enable **Access mini screen using gesture**.
3. Slide inward from the edge of your screen and slide back to the edge of the screen.

Resize the mini screen

Method:
1. In the mini screen, tap .
2. Resize the mini screen in the following ways:
· Pinch in or out on the mini screen.
· Drag .

Note

1. Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
2. If you can't find a certain option on your device, it means the feature is not supported.

Accessibility

Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

● Accessibility

Accessibility features, such as screen reader apps and magnification, make it easier for you to navigate your device.

Enable or disable TalkBack

You can hear the text you have touched or selected with the help of TalkBack.

To turn TalkBack on or off:
· Go to **Settings** > **Shortcuts and accessibility** > **Accessibility** > **TalkBack (screen reading)**, and turn **TalkBack (screen reading)** on or off.
· Press and hold the Volume up and down buttons for a few seconds to quickly turn TalkBack on.
To create a shortcut for TalkBack, go to **Settings** > **Shortcuts and accessibility** > **Accessibility** > **TalkBack (screen reading)**, and turn the **TalkBack (screen reading) shortcut** on.

Note

To get detailed guidance, tap **TalkBack (screen reading)** > **More settings** > **Help and feedback**.

Enable or disable Select to speak

You can select items on your screen or point your camera at pictures or text, and hear them read or described with Select to Speak.

To turn Select to Speak on or off:
Go to **Settings** > **Shortcuts and accessibility** > **Accessibility** > **Select to Speak**, and turn the **Select to Speak shortcut** on or off.

Note

To get detailed guidance, go to **Select to Speak** > **More settings** > **Help and feedback**.

Change the display settings

· To dim your screen beyond the minimum brightness, go to **Accessibility** > **Extra dim** and turn **Adjust screen to extra dim** on.
· To magnify the content on your screen quickly, go to **Accessibility** > **Magnification** and turn **Magnification shortcut** on.
· To correct or invert the screen colour, remove screen animations and enlarge the mouse pointer, go to **Accessibility** > **Colours and animations** and turn the corresponding switches on or off.
· To improve the screen element contrast and content visibility, tap **Accessibility** and turn **Increase contrast** on.

Hearing accessibility

• Turn sound notifications on

This feature reminds you when the device detects important sounds.

Method:
1. Go to **Accessibility** > **Sound notifications** > **Turn sound notifications on**.
2. If you are using this feature for the first time, tap **Continue**, select the types of sounds to be detected and then tap **Turn on**.
3. Do any of the following:
· To change the sound types to be detected during use, go to ⚙ > **Sound types**.
· To change the notification methods for the different sounds detected, go to ⚙ > **Notification methods**.

Note

1. To get detailed guidance, go to **Turn sound notifications on** > ⚙ > ⓘ.
2. Not all sounds can be detected by the sound notifications feature.

• Turn Live Caption on

Use this feature to add captions to media content, calls and more on your device.

Method:
1. Go to **Accessibility** > **Live Caption**.
2. Enable **Turn Live Caption on**.

Note

To get detailed guidance, go to **Live Caption** > **Learn more**.

- **Set caption size, style and more**

Use this feature to customise the caption size and style for easy reading.

Method:
1. Go to **Accessibility** > **Caption preferences** and turn **Show captions** on.
2. Tap **Caption size and style** to configure the settings based on your preferences.

Note

Your preferences may not work with media apps that don't support Caption preferences.

Enable or disable Switch access

Switch access allows you to select items, enter text and more using switches instead of the touchscreen.

To turn Switch Access on or off:
Go to **Settings** > **Shortcuts and accessibility** > **Accessibility** > **Switch Access**, and turn **Switch Access** on or off.

Note

To get detailed guidance, go to **Switch Access** > **More settings** > **Help and feedback**.

Enable or disable Accessibility menu

Accessibility menu is a large on-screen menu that allows you to navigate your device with ease, such as using it to take screenshots, turn the volume up or down, and adjust the screen brightness.

To turn the Accessibility Menu on or off:
Go to **Settings** > **Shortcuts and accessibility** > **Accessibility** > **Accessibility Menu** and turn the **Accessibility Menu shortcut** on or off.

Note

To get detailed guidance, go to **Accessibility Menu shortcut** > **More settings** > **Help**.

Use accessibility shortcuts

You can quickly enable an accessibility feature with a floating button from Accessibility.

Method:
1. Go to **Settings** > **Shortcuts and accessibility** > **Accessibility**.
2. Enable the accessibility features that can be enabled with shortcuts, such as TalkBack (screen reading) and Select to Speak. The shortcut buttons for the accessibility features will be displayed as floating buttons on the edge of the device screen.
3. To change the size and transparency of the shortcut buttons for the accessibility features, go to **Accessibility** > **Accessibility shortcuts** > **Accessibility buttons**.

To learn more about accessibility features, visit https://support.google.com/accessibility/android.

Digital wellbeing and parental controls

To get information about how you spend time on your phone or to supervise your child's digital life, go to **Settings** > **Digital Wellbeing and parental controls**. Your device use for the day will be displayed in a chart.

Manage your time in apps

• Find out how much time you spend on apps

For more information, tap the chart. For example:
· **Screen time**: What apps you have used and for how long.
· **Notifications**: How many notifications you have received and from which apps.
· **Locks/Unlocks**: How often you have unlocked your device and opened certain apps.

• Limit how much time you spend on an app each day

1. Tap the chart.
2. Next to the app you want to limit, tap ⌛.
3. Choose how much time you can spend on that app and then tap **OK**.

⚠Note

1. App timers don't work for some system apps.
2. App timers reset at midnight.

Parental controls

To set content filters and other limits on your child's device, go to **Set parental controls up**.

Google

You can use Google services on your device, such as setting up Google apps, backing up data, or finding your devices.

Method:
1. Go to **Settings** > **Google**.
2. Sign in to your Google account.
3. Tap to access the services you want to use.

Tap ⋮ > **Help** on the home screen to learn about detailed solutions for relevant issues.

⚠Note

You must connect your device to the internet to use this feature.

Users & accounts

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Sign in

Method:
1. Go to **Settings** and tap .
2. Follow the on-screen instructions to sign in and modify your profile or link the account to an email address.

Add an account

Method:
1. Go to **Settings** > **Users and accounts** and tap **Add account**.
2. Select an account type and follow the on-screen instructions to add the account.

Sign out

Method:
1. Go to **Settings** or **Settings** > **Users & accounts**.
2. Tap the signed-in account.
3. Tap **Delete account / Sign out**, and follow the on-screen instructions.

Note

You must connect your device to the internet to use this feature.

System management

System navigation

● System navigation

Gesture navigation

To return to the previous screen, go back to the home screen, and switch between open apps with gestures, go to **Settings** > **System management** > **System navigation** and select **Full screen gestures**.

Do any of the following, as needed:
· To return to the previous screen: Swipe inward from the left or right edge of the screen.
· To go back to the home screen: Swipe up from the bottom of the screen.
· To access the Recent apps screen: Swipe up from the bottom and hold.
· To close a background app: Go to the Recent apps screen, and tap ✕.

Note

When an app is locked, tapping ✕ won't close it.

Navigation keys

To return to the previous screen, go back to the home screen, and switch between open apps with buttons, go to **Settings** > **System management** > **System navigation** and select **Navigation keys**.

Do any of the following, as needed:
· /: Return to the previous screen.
· : Go back to the home screen.
· /: Access the Recent apps screen.

Language and region

Set the system language and region

When you are on a trip or have relocated to a different area and you want to change the language or region, go to **Settings** > **System management** > **Languages and region**.

· To change the system language:
1. Tap **Language and region** > **Add language**.
2. Select the language you want to add and tap **Change system language**.

· To change to a language that has been added, tap it in the language list.

· To remove a language from the list, tap **Language and region** > > > .

Note

To remove a language, make sure there are at least two languages in the list.

· To change the language for a certain app:
1. Tap **App language**.
2. Tap the app for which you want to change the language.
3. Select a language from the language list.

Note

This feature is available only for apps that support language selection.

· To change to a different region:
1. Tap **Region**.
2. Enter the region you want to change to in the search bar.
3. Select a region from the region list.

Input method

Change the default input method

To change the default input method:
1. Go to **Settings** > **System management** > **Input method**.
2. Select the input method you want to use in **Input method enabling**.
3. Tap **Default input method**.
4. Select the input method you want to change.

Set up voice

· The **voice input** feature allows you to dictate commands or text with Google Assistant or Google IME.

· With **text-to-speech**, your device can convert text input and play audio aloud.

More tools

To check whether your spelling is correct or add words to your personal dictionary, go to **Spell checker or Personal dictionary**.

Date and time

You can change the time, time zone, time format and more on your device.

Automatically update or manually set the time

· To automatically update the time, enable **Set time automatically**.

Note

You must connect your device to the internet to use this feature.

· To manually set the time, tap **Date** and **Time** to change them manually.

Note

Before using this feature, disable **Set time automatically**.

Change the time zone

· To automatically update your time zone, enable **Set time zone automatically**.

Note

You must connect your device to the internet to use this feature.

· To manually change the time zone, tap **Time zone** to change it manually.

Note

Before using this feature, disable **Set time zone automatically**.

Set up the time format

· To display the time in the system locale, turn **Use system locale** on.
· To display the time in 24-hour format, turn **Use 24-hour format** on.

Backup and restore

● Backup and restore

To back the apps and data on your device up, go to **Settings** > **System management** > **Backup and restore**.

Note

You must connect your device to the internet and sign in to your account to use this feature.

Reset

● Reset

You can use this feature to reset your phone to factory settings.

· To reset the network settings of your device, go to **Reset network settings** and tap **Reset**.
· To restore some features to their default settings, go to **Reset all settings** and tap **Reset**.
· To clear all the data on your device and restore it to the factory settings, go to **Clear all data** and tap **Clear**.

Note

It is important to back up your data before using this feature.

Phone clone

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Migrate data to the new device with one tap

Tap **Device clone** to migrate data from your old device to a new one without consuming any data.

Method:
1. Tap on the new device and select the type of the old device.
2. Tap on the old device.
3. Connect the new and old devices by scanning a QR code or manually entering a hotspot.
4. Select the file data to be transferred on the old device and tap **Next**.
5. Tap **Start exporting**.

⚠Note

1. Make sure that the phones have EasyShare installed before transferring data.
2. When file transfer is complete, the data of the same apps on the new phone will be overwritten.

About phone

This feature allows you to rename your device and view the version information or device status.

Method:
1. Go to **Settings** > **About phone**.
2. Do any of the following:
· To rename your device, tap **Device name**.
· To view the device model or the hardware and software versions, tap **Version info**.
· To check the status of your SIM card, usage time, IP address or IMEI, tap **Status**.
· To view the safety information and copyright, tap **Legal information**.
· To view the Manual or service centre information, or activate your E-warranty card, tap **Customer service**.

⚠Note

You must connect your device to the internet to use some features.

Developer options

If you are an Android developer who wants to manage your device via PC, you can enable **Developer options**.

Enable Developer options

1. Go to **Settings** > **About phone** > **Version info**.
2. Tap **Software version** seven consecutive times.
3. Go to **Settings** > **System management** > **Developer options** and turn **Developer options** on.

⚠Note

Enable Developer options with caution. Enabling certain settings may cause your device and apps to crash or malfunction.

System update

When updates are available, you will be prompted to download and install them.

Note

Unauthorised ROM flashing or system updates may incur security risks. You are advised to back up your data before upgrading the system.

Upgrade your device in different ways

• Automatically detect updates

To detect updates:
· Go to **Settings** > **System update**. Your device will automatically detect available updates. You can download and install them as needed.
· Go to **Settings** > **System update** > ⋮ > **Upgrade settings** and turn **Smart Upgrade** on. This allows your device to automatically download and install updates via Wi-Fi during idle hours at night.

Note

1. You must connect your device to the internet to use this feature.
2. If there are no available updates, it indicates that your device is already up to date.
3. System updates may incur a large amount of data. Download them over Wi-Fi.

• Upgrade your device with an existing package

To upgrade your device with an existing package:
1. Go to **Settings** > **System update** > ⋮ > **Upgrade settings** > **Local upgrade**. Your device will automatically scan for available packages.
2. Select the upgrade package to be installed, and tap **Start upgrade**.

Note

A system update package is required on your device to use this option.

App clone

App clone in Settings > **Apps** allows you to turn the installed apps that support App clone on, based on your needs. Once they are turned on, the corresponding cloned apps will be generated on the home screen.

The cloned apps are shown as "II·xxx" to distinguish them from the original apps.
App clone allows you to sign in to another account that operates independently of the original one without interference between them, so that you can use two accounts at the same time.

Note

1. Turning the cloned app off or uninstalling the primary app will delete the cloned app and its data.
2. Dual apps may cause increased local data, and some cloned apps (such as large games) will download additional data packages to ensure normal operation. To prevent cloned app data from taking up excessive system storage space, you can clean it promptly using iManager.
3. Depending on the actual usage scenarios and third-party app limits, this feature is applicable only to some apps.
4. App clone can only be used with the system's default launcher, and may not work properly on other launchers.
5. If you can't find a cloned app on the home screen, check whether it has been moved to the drawer of the home screen or App hiding.

Multiple users

⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

Multiple users allows you to share your device with your family members or friends by creating individual profiles and personal spaces where they can customise a variety of features.

Path: Go to **Settings** > **Users & accounts** > **Multiple users**.

Multiple user accounts

Owner: The owner of the device.
The owner can create, remove, and manage other user and guest accounts. The owner account is always running even if other user or guest accounts are running in the foreground.

User: A person who doesn't own but may often use the device, such as family members.
Each user has their own exclusive space where they can customise their own home screen, sign in to accounts, and install apps.

Guest: A person who uses the device for a short time.
Each guest has their own space on the device.

Add a user or guest account

Method:
1. Sign in as the owner, go to **Settings** > **Users & accounts** > **Multiple users**, and turn on **Users**.
2. Do any of the following:
· To add a guest account, tap **Add guest**.
· To add a user account, tap **Add user**, enter a username and then tap **OK**.

⚠Note

The user or guest accounts can only be added by the device owner.

Switch between the owner, user, and guest accounts

To switch between the owner, user and guest accounts, use one of the following methods:

Method 1:
1. Go to **Settings** > **Users & accounts** > **Multiple users**.
2. Select the account you want to switch to.
3. Tap ⇄.

Method 2:
1. Open Control centre. Do any of the following:
· When the device has "Display Control centre and Notification centre separately" turned on, swipe down from the upper right of the screen to open the Control centre.
· When the device has "Merge Control centre and Notification centre" turned on, swipe down from the top of the screen to open the Control centre.
2. Tap ⋮ > **Select user**.
3. Select the account you want to switch to.

⚠Note

The illustration for method 2 is for reference only. Options may vary by device model.

Remove a user or guest account

- **Remove the account as the device owner**

Method:
1. Sign in as the owner and go to **Settings** > **Users & accounts** > **Multiple users**.
2. Select the account to be removed and tap 🗑.

• **Remove the account as a user or guest**

Method:
1. Sign in as a user or guest.
2. Go to **Settings** > **Users and accounts** > **Multiple users** as a user or guest.
3. Do any of the following:
· Tap ⋮ > **Delete [username] from this device** as a user.
· Tap **Exit guest mode** as a guest.

⚠**Note**

1. The removal can't be undone.
2. After a user or guest account is removed, all apps and data in the space will be deleted.

Safety & emergency

⚠**Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier, and country/region.**
Please contact your distributor or service provider for more information.

Safety and emergency allows you to save and share emergency information, such as your medical information, SOS messages, crisis alerts, and wireless emergency alerts.

Set up emergency information

• **Add medical information and emergency contacts**

Use this option to add emergency contacts and medical information (such as blood type, allergies, or past medications).

Method:
1. Go to **Settings** > **Safety and emergency** > **Medical information or Emergency contacts**.
2. Follow the on-screen instructions to select what you want to do.
3. Add emergency contacts or medical information (such as blood type, allergies or medications).

• **Enable Emergency SOS**

Press the Power button quickly multiple times in an emergency to trigger an emergency action (such as calling the emergency services, sharing information with emergency contacts or recording an emergency video).

To set up an emergency action that will be triggered when you use Emergency SOS:
1. Go to **Settings** > **Safety & emergency** > **Emergency SOS**.
2. Follow the on-screen instructions to set up an emergency action that will be triggered when you use the Emergency SOS.

⚠**Note**

Emergency SOS doesn't work when your device is in Aeroplane mode or Battery Saver mode.

• **Enable Crisis alerts**

Use this option to get notified of public emergencies or local natural disasters.

Method:
1. Go to **Settings** > **Safety and emergency** > **Crisis alerts**.
2. Sign in to your account.
3. Enable **Crisis alerts**.

Enable Emergency location service

If **Use Emergency Location Service (ELS)** is turned on and ELS works in your region, when you dial or text an emergency number, your device will automatically send its location to the emergency services.

To enable this feature, go to **Settings** > **Safety and emergency** > **Emergency Location Service**.
To learn more about this feature, tap **Learn more about Emergency Location Service**.

Wireless emergency alerts

Note

Your device may not support this option or some features of this option. To learn more, see Important Information and Warranty Card.

Use this option to manage the emergency alerts you have received, such as disaster alerts (Extremely Severe Alert, Severe Alert), test messages from telecommunication carriers or governmental agencies, threats to life and property, and kidnapping or abduction of children.

Method:
1. Go to **Settings** > **Safety and emergency** > **Wireless emergency alerts** and enable **Allow alerts**.
2. Perform one of the following operations:
· To receive alerts about threats to life and property, enable **Extreme threats** or **Severe threats**.
· To receive emergency announcements about child kidnapping or abduction, enable **AMBER alerts**.
· To receive carrier tests and monthly tests from the safety alert system, enable **Test alerts**.
· To view the history of emergency alerts, go to **Emergency alert history**.

- **Set up wireless emergency alerts**

Use this option to set the form of alerts and how often you want to receive alerts.

Method:
1. Go to **Settings** > **Safety and emergency** > **Wireless emergency alerts**.
2. Perform one of the following operations:
· To enable or disable vibration when receiving alerts, toggle **Vibrate** on or off.
· To select how often you want to receive alerts, tap **Alarm reminders** to select a frequency.

Device Maintenance

More maintenance options

For more information about the repair and maintenance of your device, refer to the paper manual included with your device.

Your device is powered by Android. To view the version information of your device, go to **Settings** > **About phone** > **Version info**.

To familiarise yourself with safety information, go to **Settings** > **About phone** > **Legal information** > **Safety information**.

If you encounter any issues during use, contact your network carrier or our after-sales service centre. Go to **Settings** > **About phone** > **Customer service** > **Service centres** to find our after-sales service hotline.

For environmental reasons this package does not include a charger. This device can be powered via most USB power adapters and a cable with a USB Type-C plug. *

Note

* The configuration of the preceding charger set applies only to some countries/regions. The configuration of the charger may vary by device model, carrier and country/region. The actually-used charger prevails.

Supported file formats

See the table below to learn about the file formats supported by your device:

Video recordings	MP4
Images	PNG, JPG, BMP, and GIF
Audio recordings	M4A
Music	MP3, OGG, WAV, FLAC, M4A, AAC, AMR, AWB and MP2
Videos	AVI, MP4, and 3GP

Instructions for USB connection

You can use your computer to manage images, videos, or documents on your phone in the following ways, depending on your computer type.

Connect your phone to a Windows computer with a USB cable

Method:
1. Connect your phone to your computer with a USB cable.
2. Pull down the notification bar on your phone.
3. Tap the "Charging this device via USB" notification.
4. Select **File transfer**.
5. Double-click on "This PC" on your computer to view the connected device.
6. Double-click to access the device and copy or manage files on your phone.

Note

1. To ensure the proper functioning of this feature, it is necessary to install Windows Media Player 11 or a higher version on Windows XP computers. This is not a prerequisite for Windows 7 or newer operating systems.
2. The button name may vary by computer.

Connect your phone to a Mac computer with a USB cable

Method:
1. Connect your phone to your computer with a USB cable.
2. Download the MTP tool on your computer.
3. Locate AndroidFileTransfer.dmg and double-click to open it.
4. Double-click the Android robot icon.
5. Copy or manage files on your phone.

Connect your phone to a Linux computer via Media Transfer Protocol File System (MTPFS)

Method:
1. Install the tool by running the command "sudo apt-get install mtp-tools mtpfs".
2. Create a new directory by running the command "sudo mkdir /media/mtp".
3. Modify the directory permissions by running the command "sudo chmod 755 /media/mtp".
4. Mount your phone by running the command "sudo mtpfs -o allow_other /media/mtp" to manage your files via File Manager.
5. Unmount your phone by running the command "sudo umount /media/mtp".

⚠Note

Throughout the setup process, ensure that the USB cable remains connected to your computer and phone. If the setup fails, restart your computer or try again.