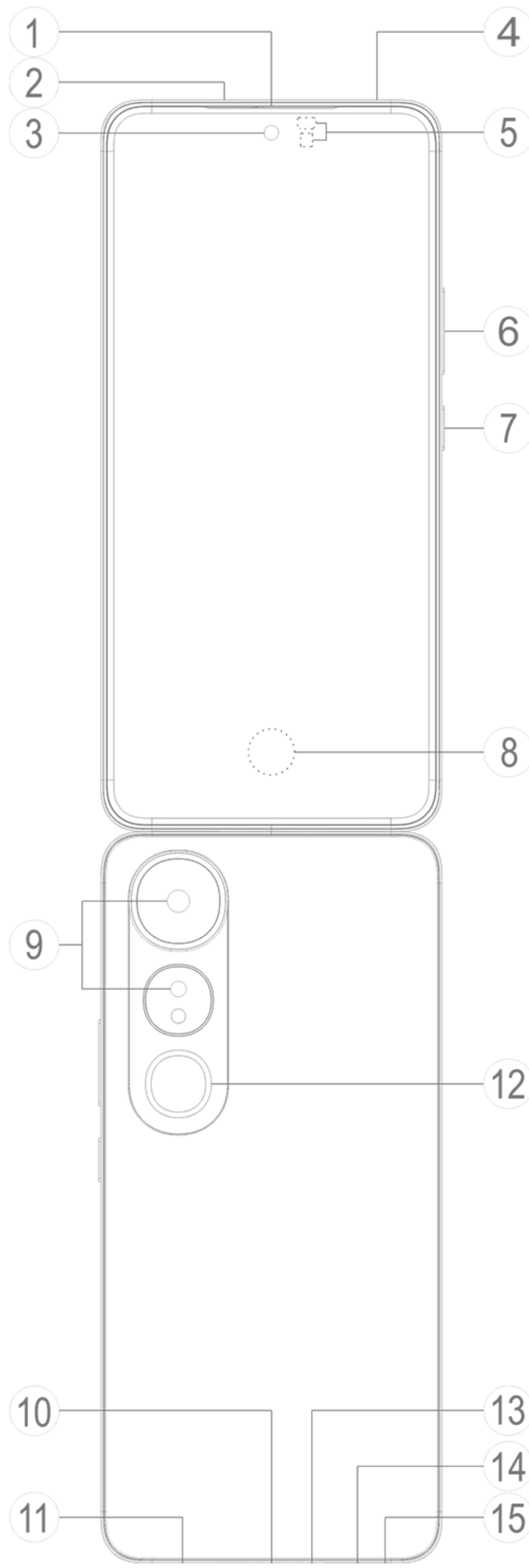
Overview and Quick Start

Device layout



⚠Note

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

Buttons and components

①/② **Receiver & Speaker**: Plays audio during a call. Play sound

③ **Front camera/⑨ Rear camera**: Takes photos or records videos.

④ **Secondary microphone / ⑬ Main microphone**: Transfers sound during a call.

⑤ **Ambient light sensor & proximity sensor**: The ambient light sensor automatically detects the intensity of the ambient light, and adjusts the screen brightness accordingly, ensuring a user-friendly experience.

The proximity sensor automatically detects the distance between you and your phone when you make or answer a call. If you are too close to your phone, the screen will turn off to prevent accidental touches. The proximity sensor doesn't work in earphone or speaker mode.

⑥ **Volume buttons**: Adjusts the volume.

⑦ **Power button**: Press and hold the button to turn your phone on and off.

⚠**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 **Fingerprint sensor**: Identifies your fingerprints, enabling you to unlock your phone without a password.

⑩ **USB port**: A standardised interface for connecting your device to earphones, chargers, computers or other compatible device.

⑪ **Speaker**: Plays audio.

⑫ **Flash**: Produces a brief burst of light.

⑭ **SIM card tray**: Used to insert or remove the SIM card.

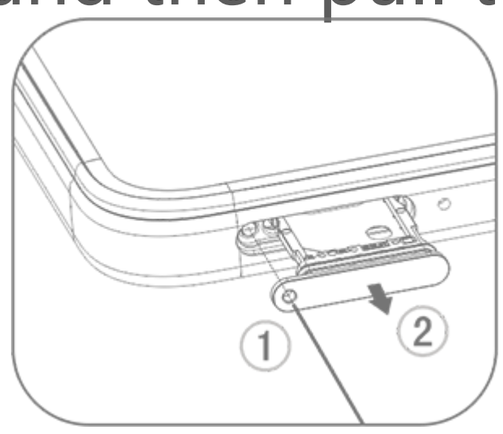
⑮ **SIM card eject hole**: Insert an ejection pin into the hole, push it all the way into the hole until the tray ejects, and then pull the tray out.

Set up and get started

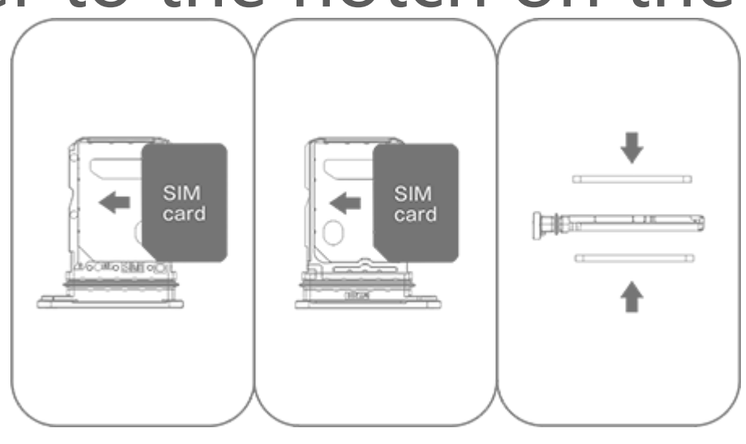
Insert a SIM card

⚠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.

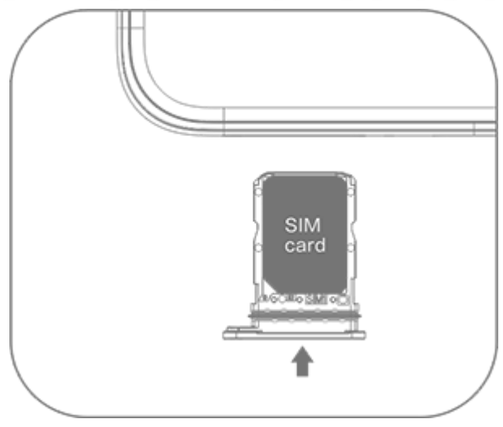
You can insert a nano-SIM card (SIM 1 or SIM 2) without needing to turn your device off. When turned on, it will automatically identify whether you have inserted a nano-SIM card (SIM 1 or SIM 2).
Your device uses nano-SIM cards (SIM 1 or SIM 2).
1. Insert an eject pin into the hole, push it all the way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



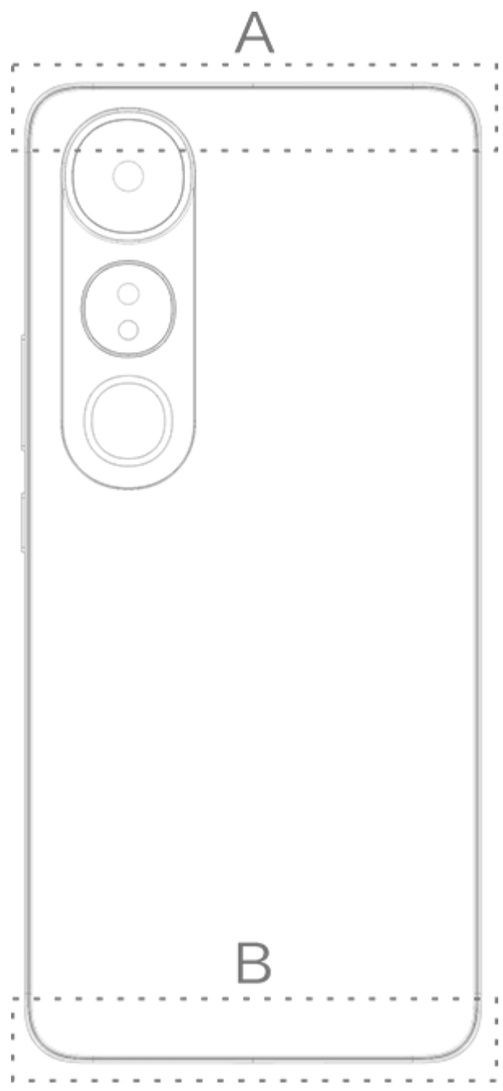
⚠Note

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 as shown in the illustration below. Don't cover this area when holding your device.
A. GPS/Wi-Fi/Communications antenna.
B. 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.

	SIM card signal strength
	No signal
	Aeroplane 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 Saver on
	Hotspot on
	Location on
	VPN connected
/	Screen Mirroring on
	Record Screen on
/	Earphones connected

⚠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 off your device, press and hold the Power button and Volume up button simultaneously, and tap .

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 tap .

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 on your device 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 **Start**.

Set the system language and region

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

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

· To change the system language that has been added, tap the language you want to change in the language list.

· To remove a language from the list, tap **Language** > ✎ > ⊖ > ✓
..

⚠Note

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

· 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

You can connect your device to a Wi-Fi network or mobile network.

Connect to a Wi-Fi network

Method:
1. Turn Wi-Fi on using the following methods:
· Swipe down from the top of the screen to open the Control Centre, and tap ᯤ.
· Go to **Settings** > **Wi-Fi**, and turn on **Wi-Fi**.
2. Go to **Settings** > **Wi-Fi**, and tap a network to connect to it.
🔒 indicates that a Wi-Fi password is required.

Use mobile data

Method:
· Swipe down from the top of the screen to open the Control Centre, and tap ⇅.
· Go to **Settings** > **SIM card & mobile network**, and turn on **Mobile data**.

⚠Note

1. After Mobile data is enabled, you can access apps that require an internet connection such as Browser and Email over the mobile network.
2. Charges may apply. For details, contact your carrier.

Transfer files

Clone data from your old phone to a new one

To do so, go to **EasyShare** > **Phone clone**

Phone clone allows you to migrate data from your old phone to a new one without consuming any data.

- **On the old phone:**

1. Tap .
2. Generate a QR code.
3. Display the QR code to the new phone for it to scan so as to pair up with the old phone.
4. Select the files you want to clone.
5. Tap **Start cloning**.

- **On the new phone:**

1. Tap .
2. Select the type of the old phone (iPhone or Android).
3. Scan the QR code to connect to the old phone.
4. Receive files.

⚠Note

1. This is an overview of EasyShare features. For more information, go to **Apps** > **EasyShare** in the Manual.
2. If the old phone is an iPhone, make sure EasyShare has been installed before transferring files.
3. When file transfer is complete, the data of the same apps on the new phone will be overwritten.

Send or receive files wirelessly

To do so, go to **EasyShare** > **File transfer**

Take Android-powered devices for example:

- **On the sending device:**

1. Tap .
2. Select files.
3. Generate a QR code.
4. Display the QR code to the receiving device for it to scan so as to pair up with the sending device.
5. Tap **Send**.

- **On the receiving device:**

1. Tap on the main screen.
2. Scan the QR code on the sending device to connect to it.
3. Receive files.

⚠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 to your account

1. Sign in to your account in either of the following ways:
· Go to **Settings** or **Settings > Users & accounts**, and tap to sign in to your account (available in some countries).
· Go to **Settings > Users & accounts**, then tap > to sign in to your Google account.
2. Modify your profile or link the account to an email address.

Add an account

Go to **Settings > Users & accounts**, tap + to 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 **Gesture navigation**.

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.

3-button navigation

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 **3-button navigation**.

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 > Colour and style**, and enable **System and app UI colour**.
2. Select a colour from the preset colours or the wallpaper.

3. To restore to the original system and app UI colour, disable **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 & wallpaper** > **Wallpaper**.
2. Do any of the following:
· Select a preloaded wallpaper.
· Tap 🖼 to select a desired image as the 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** and select an image you like.
2. Open the image in full screen and tap ⋮ > **Set as wallpaper**.

Adjust the screen brightness and fonts

Adjust the screen brightness

• Manually adjust the screen brightness

You can adjust it by using the following methods:
· Swipe down from the top of the screen to open the Control centre, and drag .
· Go to **Settings** > **Display & brightness**, and drag .

• Automatically adjust the screen brightness

You can adjust it by using the following methods:
· Swipe down from the top of the screen to open the Control Centre, and tap A.
· Go to **Settings** > **Display & brightness**, and turn on **Auto-brightness**.

Adjust the font size and style

• Adjust fonts:

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

• Change the font style

Method:
1. Go to **Settings** > **Display & brightness** > **Font style**.
2. Do the following:

· Select a preloaded style.
· Tap **Download more** to download a preferred 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:
1. Swipe down from the top of the screen to open the Control centre.
2. Tap **S-capture**.

- **S-capture**

⚠Note

The recording will be stopped and saved automatically when the duration reaches 59 minutes 59 seconds or when the screen is off for 60 seconds during the recording.

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 & accessibility** > **S-capture**.
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 take a rectangular screenshot:
1. Tap .
2. Drag the marquee to select the area to be captured.
3. Tap .

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

⚠Note

The recording can't be longer than 15 seconds, and it will be automatically saved as a GIF animation.

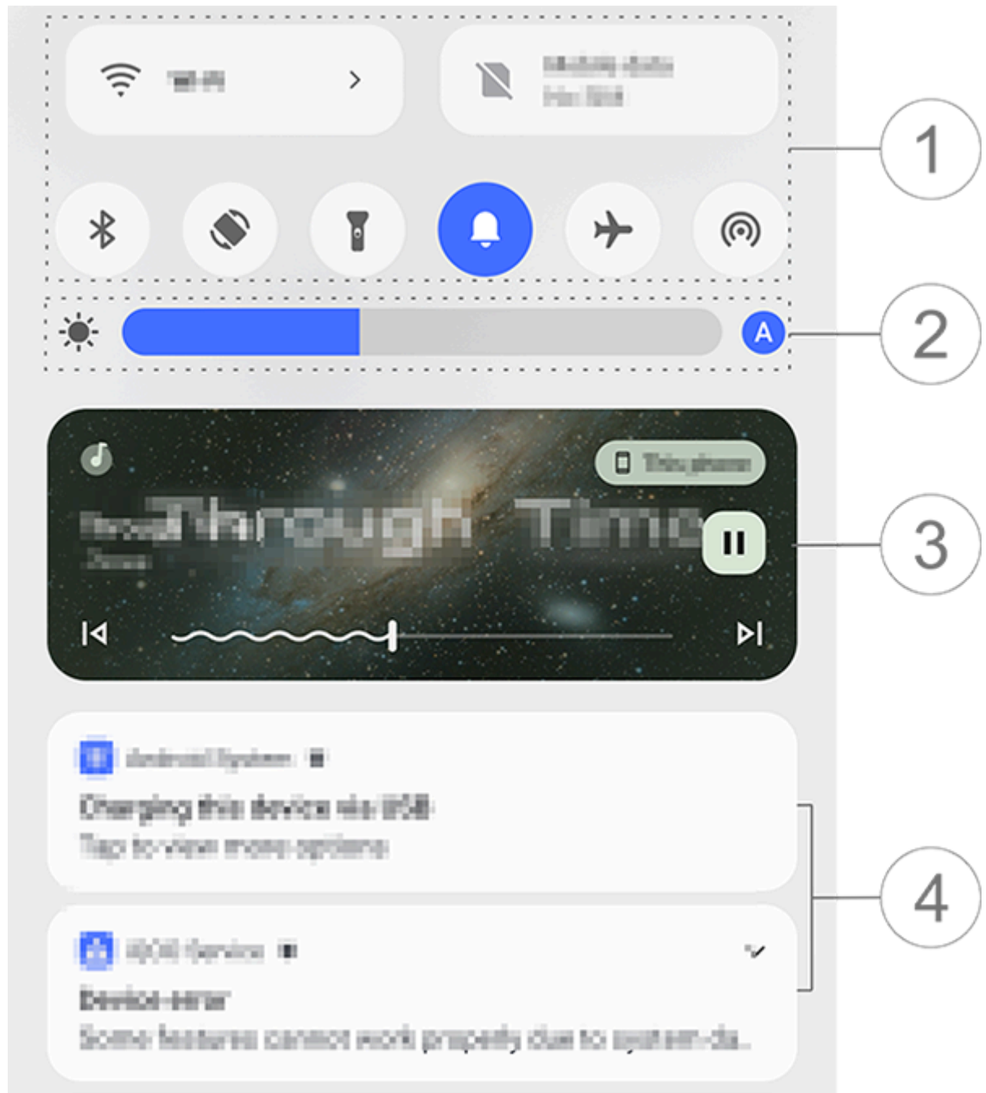
Control centre features

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

Open or close the Control centre

Method:
· To open the Control centre, swipe down from the top of the screen.
· To close the Control centre, swipe up on the screen.

Introduction to the Control centre



⚠Note

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

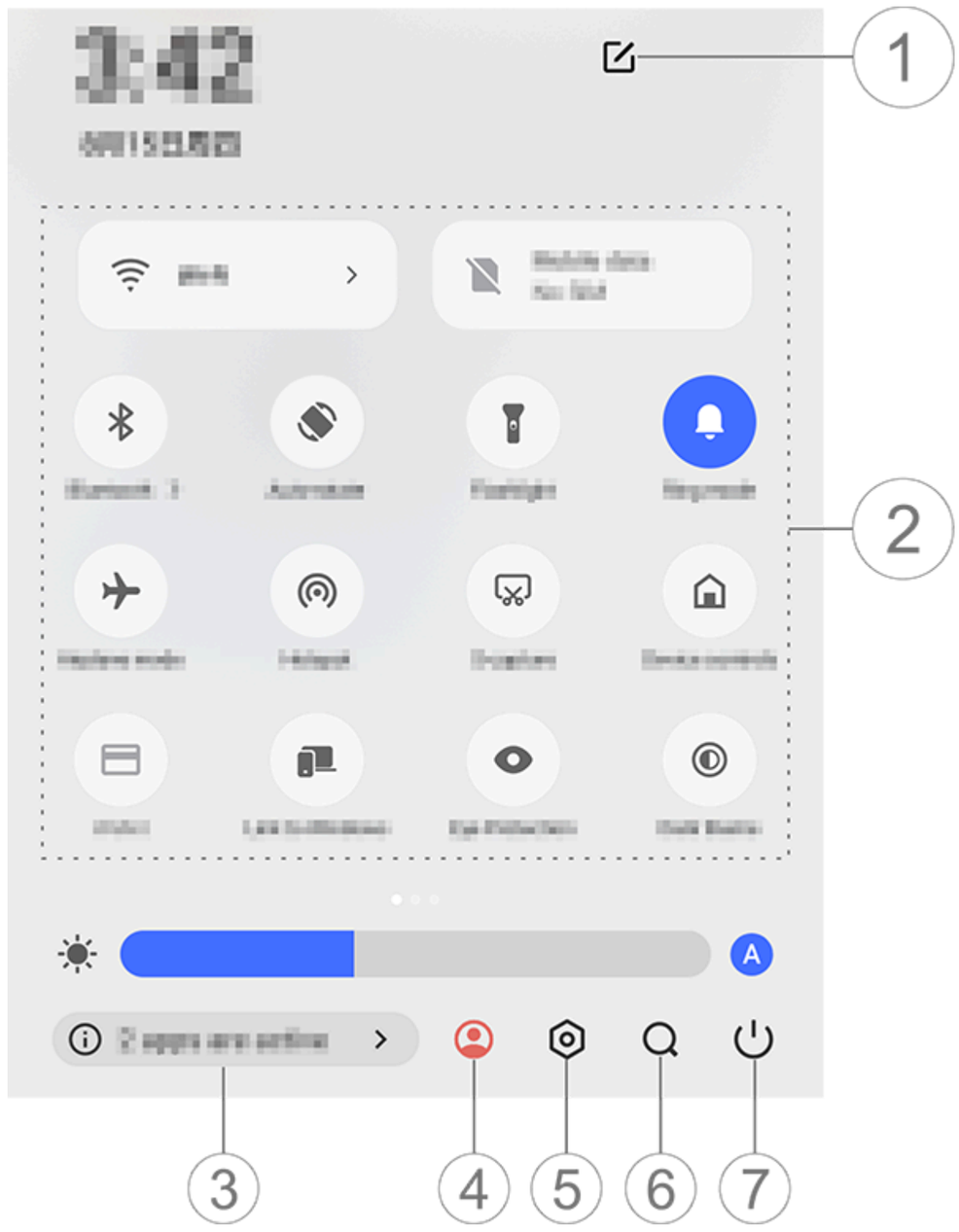
① Shortcuts panel.
② Screen brightness controls.
③ Music playback controls (displayed when Music is in use).
④ System notification bar.
· To delete a notification, swipe left on it (available for some notifications).
· To clear all notifications, tap **Clear all** (available for some notifications).
· To manage system notifications, tap **Manage**.

Introduction to the shortcuts panel

• Expand the shortcuts panel

Swipe down from the top of the screen to open the Control centre and swipe down again to expand the shortcuts panel.

• Options on the shortcuts panel



⚠Note

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

① Add or adjust shortcut options.
② 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).
③ View or close running apps.
④ Multiple users.
⑤ Tap to access **Settings**.
⑥ Search for local and web content (available in some countries).
⑦ Tap to disable or restart the device.

⚠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** > **Screen timeout**, and select a 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:

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.

· To open the Control centre from the lock screen, enable **Open Control centre from the lock screen**.

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:
· Tap and hold a blank area on the home screen, and tap **Widgets**.
· Swipe up on the home screen, and 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

Group your apps for better management as follows:

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, then tap **Rename**.
· To quickly open an app, tap and hold the folder, then tap **Enlarge folder**.
· To dissolve the folder, tap and hold the folder, then tap **Dissolve folder**.

- **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 > .

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**.

Method 3:
1. Swipe down from the top of the screen to open the Control centre and swipe down again to expand the shortcuts panel.
2. Tap **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

To remotely locate, find, lock, or erase your device, make sure your device:
· Is powered on.
· Has **Find My Device** enabled.
· Is signed in to your Google account.
· Is connected to a network.
· Has Location enabled.
· Is visible on Google Play.

Remotely find and erase your device

Method:
1. Go to **Settings** > **Security & privacy** > **Find My Device**, tap **Find My Device web** on your device or access the Find My Device website from Google, and sign in to your Google account.
2. Your lost device gets a notification.
3. You will get notified of the approximate location or the last known location of your device.
4. 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 My Device** > **Learn more about Find My Device**.
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 & accessibility** > **Accessibility** and enable the accessibility features that can be enabled with shortcuts, such as TalkBack.
2. Tap the floating button to quickly access the accessibility feature.
3. To change the position, size and opacity of the floating button, go to **Accessibility** > **Accessibility shortcuts** > **Accessibility button and gesture**.

⚠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's health, tap **Optimise**.
· To scan for and clean up cached junk files, go to **Space clean-up** > **Clean up all**.
· To view the monthly or daily mobile data/Wi-Fi data usage, go to **Data management** > **Data usage/Wi-Fi data usage**.
· To manage the use of the mobile network or Wi-Fi on a per-app

basis, go to **Data management** > **Network management** > **Mobile network or Wi-Fi**, and then tap ☑ next to any app to enable or ⊘ to disable their access to the respective network.
· To identify potential risks and malicious 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 security & privacy and system management 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

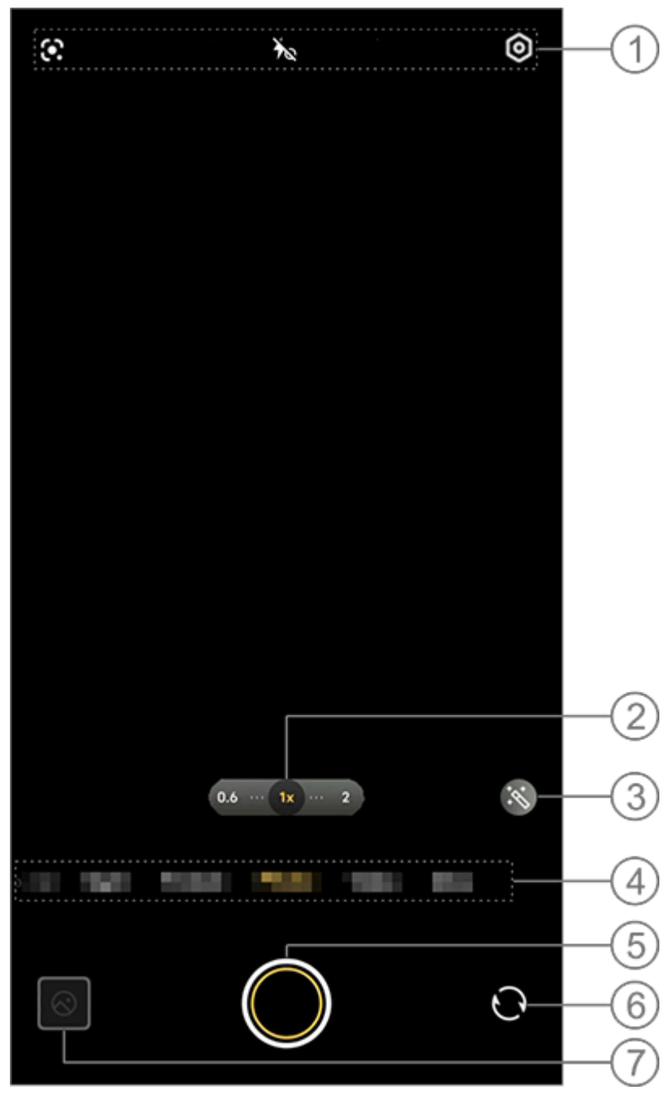
Photo and Video modes can't be repositioned, subject to specific models.

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 auto on
	Flash on
	Aura light always on
	Flash off

② Drag to zoom in or out on the screen.
③ Apply filter effects.
④ Swipe left or right to switch between modes.

⑤ Tap to take a photo.
⑥ Switch between the front and rear cameras.
⑦ View 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 or press and hold either volume 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. Swipe left or right on the screen to select an option.
3. 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.

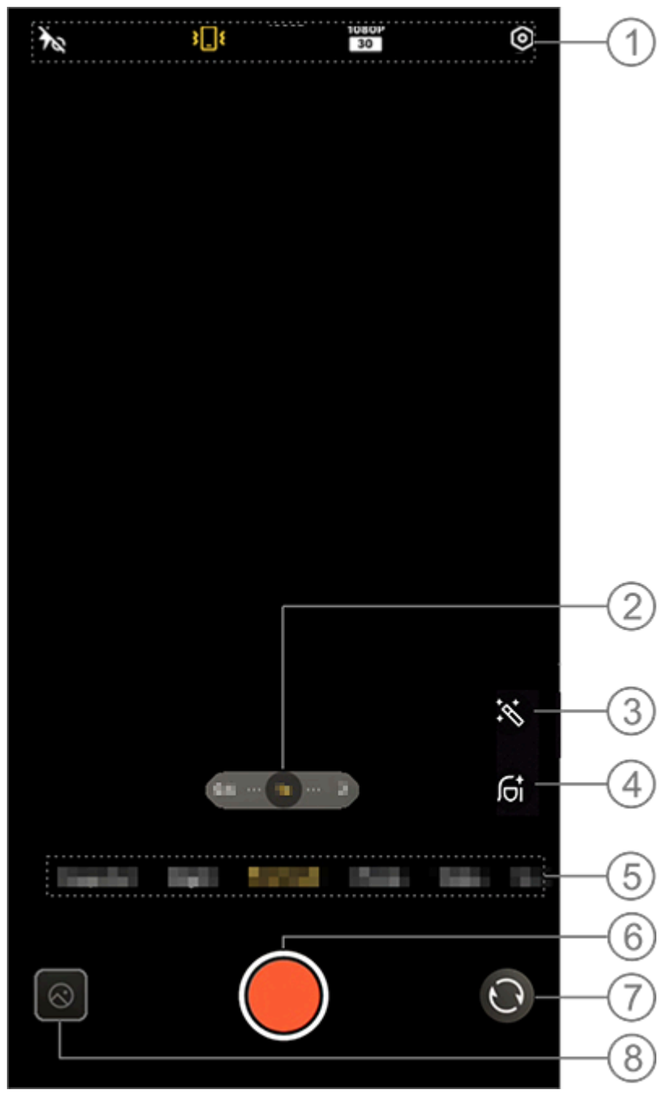
Method:
1. Tap in Photo mode.
2. Select a filter.
3. Tap .

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 always-on enabled
	Flash auto on
	Stabilisation on

	Stabilisation off
720P 30 / 720P 60	720p picture quality
1080P 30	1080p picture quality

② Drag to zoom in or out on the screen.
③ Select other video effects.
④ Apply smoothing, whitening or other effects to 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 View 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. Switch to 720P 30, 720P 60 or 1080P 30.
3. Tap .

- **Video stabilisation**

Activate anti-shake to keep the focus steady when the camera is moving.

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

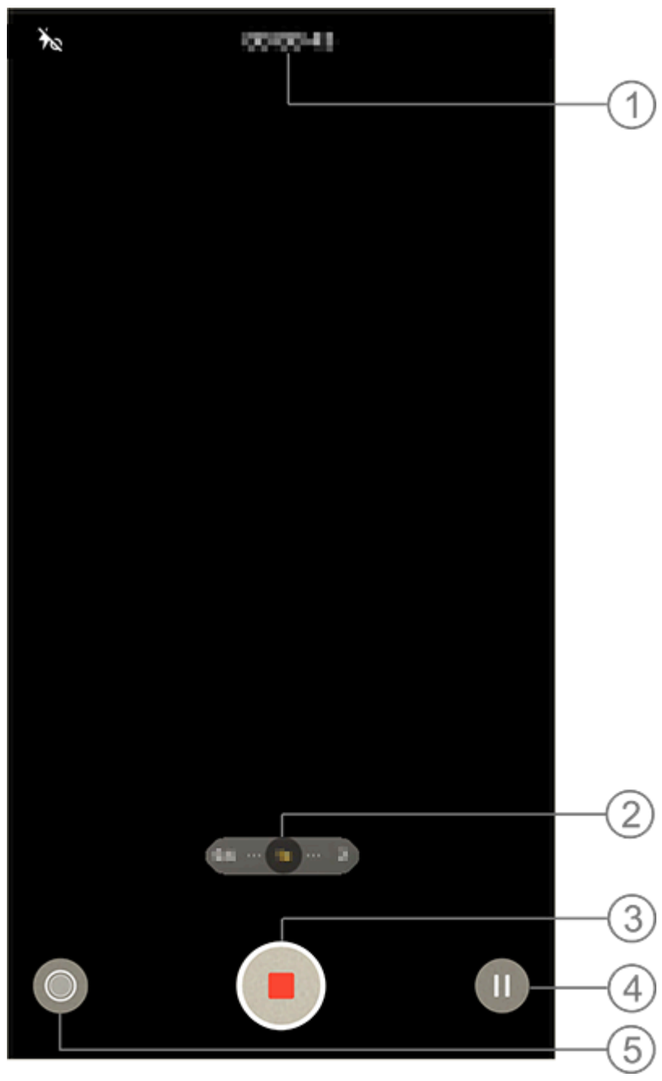
3. Tap ●.
4. Tap to disable video stabilisation.

- **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**



⚠Note

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

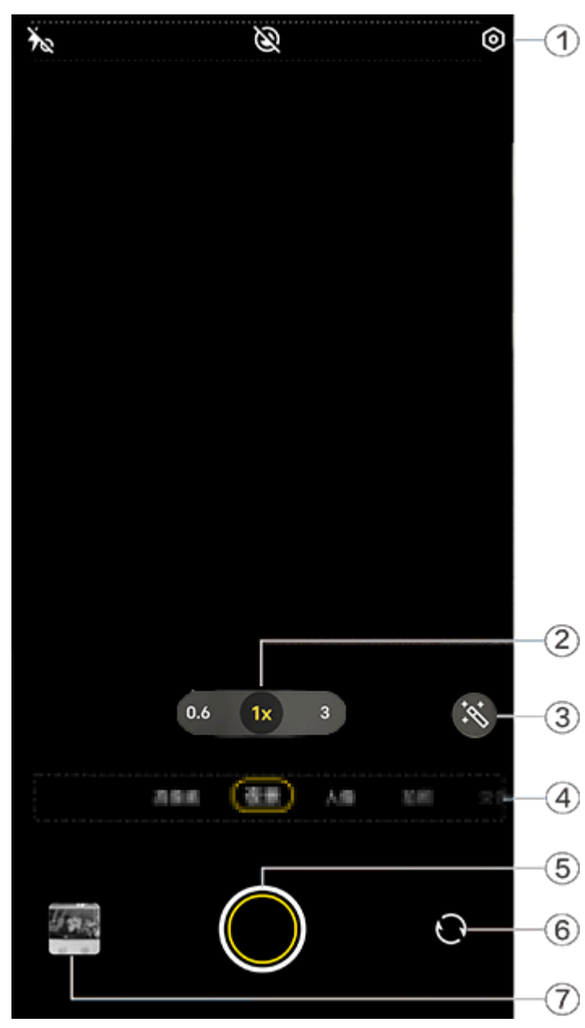
① View the current length of the video.
② Zoom in or out on the screen.
③ Save the recorded video.
④ Pause recording.
⑤ Snap a still photo while recording.

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 taking pictures in low-light or dimly-lit environments.



⚠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 always on
	Moon on

	Moon off

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

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

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.

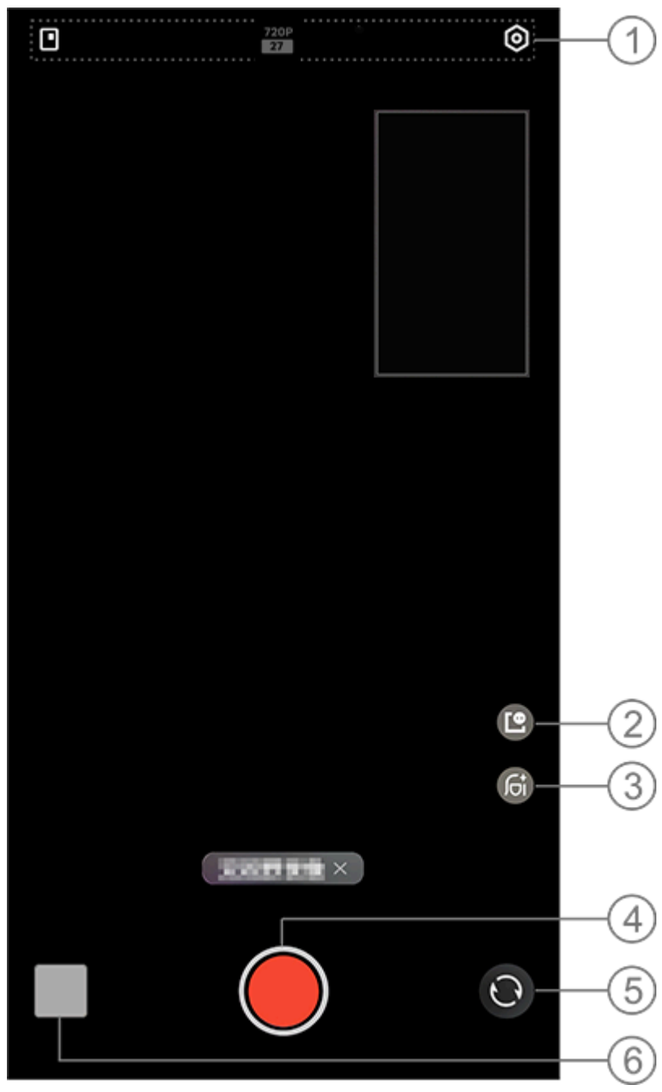
Method:
1. Go to **Documents** mode.
2. Tap .

Dual View 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.

Dual View mode

Dual View mode splits the recording screen into two views (front and rear camera views), allowing you to watch them side by side.



⚠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:

/	Switch between floating window styles
720P 27	720p picture quality

② Switch between floating window styles.
③ Switch between beauty effects.
④ Tap to record a video.
⑤ Switch between the front and rear cameras.
⑥ Preview the photos taken or videos recorded.

- **To record videos:**

Method:
1. Go to **Dual View**.
2. Tap .

Pro mode

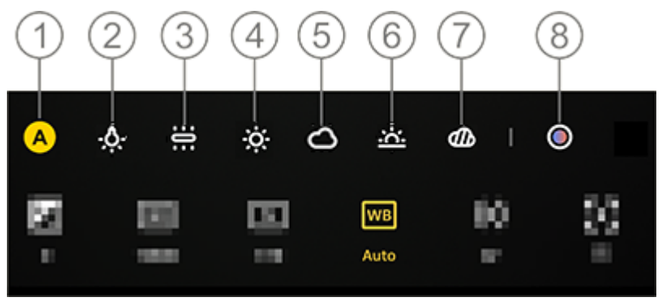
Pro mode

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.

• Change the storage format of photos

This feature allows you to save the photos taken in Pro mode as uncompressed RAW/JPG files.

To save photos as RAW files:
1. Go to **Pro**.
2. Switch to RAW.
3. Tap .

⚠Note

1. The photos taken with this feature enabled will be saved in both RAW and JPG formats.
2. RAW photos retain more details for post-processing, resulting in larger file sizes, whereas photos in JPG format take up less storage space.

Take HD 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 HD photos

Access **50 MP** mode if you would like to develop or print photos, or display them on a large screen.

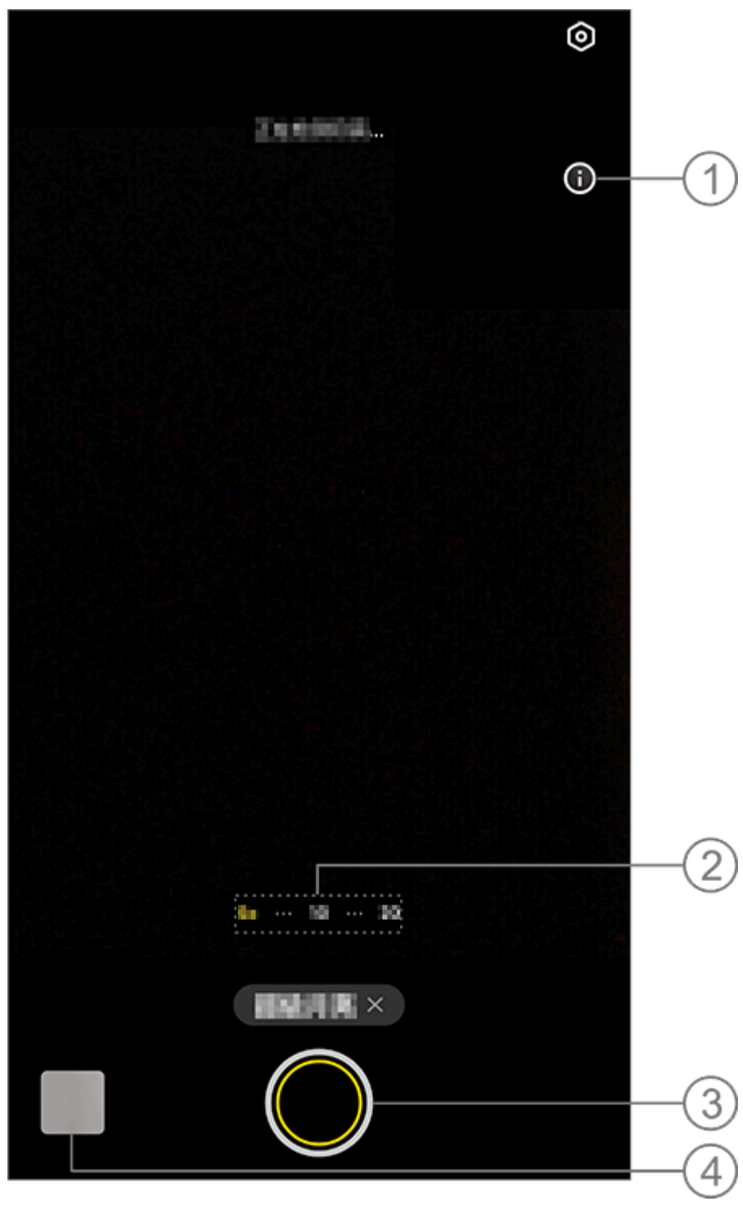
Method:
1. Go to **50 MP**.
2. Tap .

Supermoon 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.

Take photos of the moon

Supermoon mode allows you to take splendid photos of the moon.



⚠Note

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

① Tap to view details.
② Drag to zoom in or out on the screen.
③ Tap to take a photo.
④ View the photos taken or videos recorded.

- **To take photos:**

Adjust the zoom to 10x or more, tap ◉, and hold your device steady until picture-taking is complete. Note that the mode may not work when the moon is blocked.

⚠Note

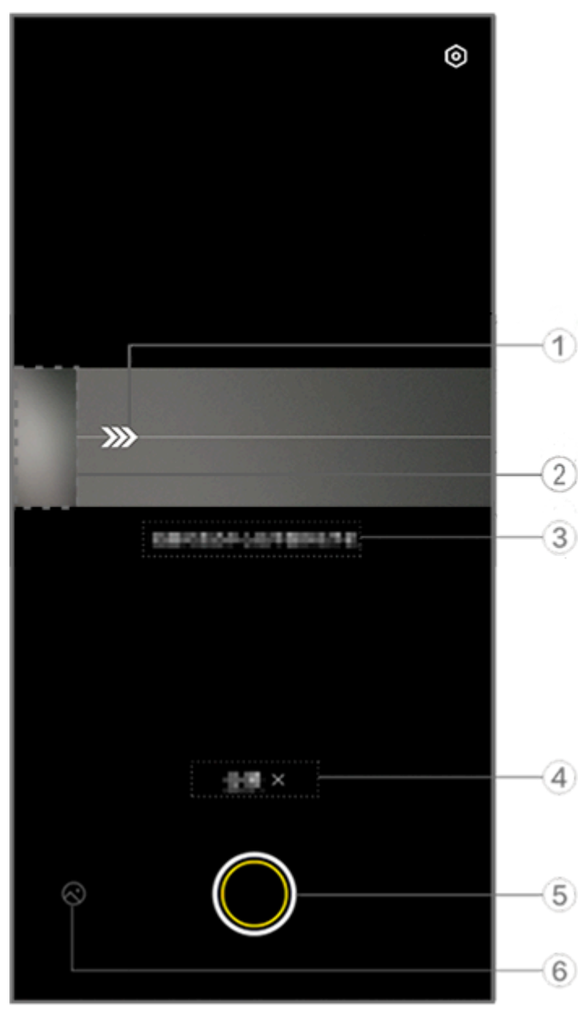
For better picture effects, keep the lens clean.

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**

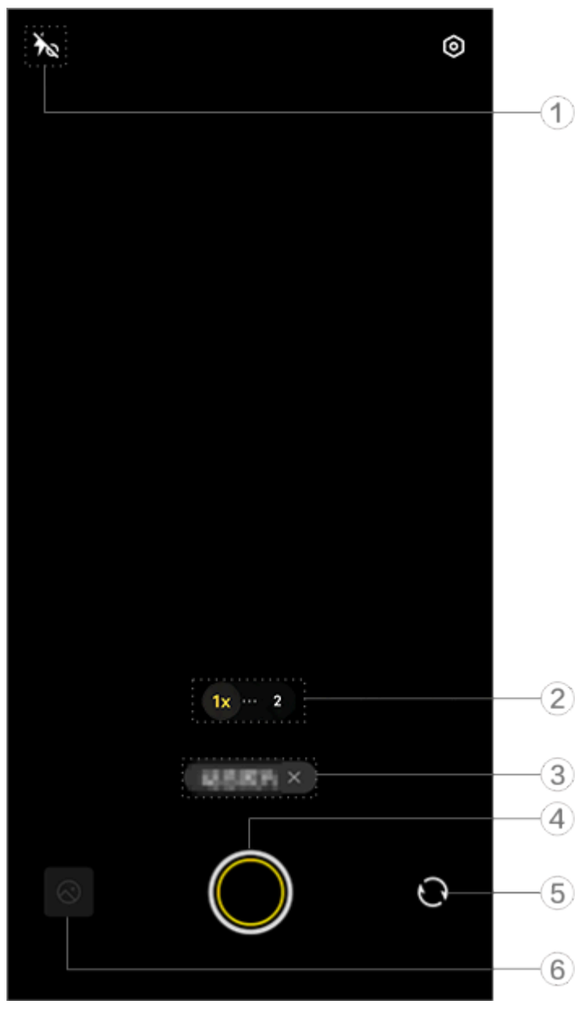
Method:
1. Tap .
2. Move the device steadily when prompted.
3. If you do not move the device for a specified long time, the device automatically stops photographing and saves the taken photos.

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:

	Aura light always on enabled
	Aura light always on disabled
	Flash 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

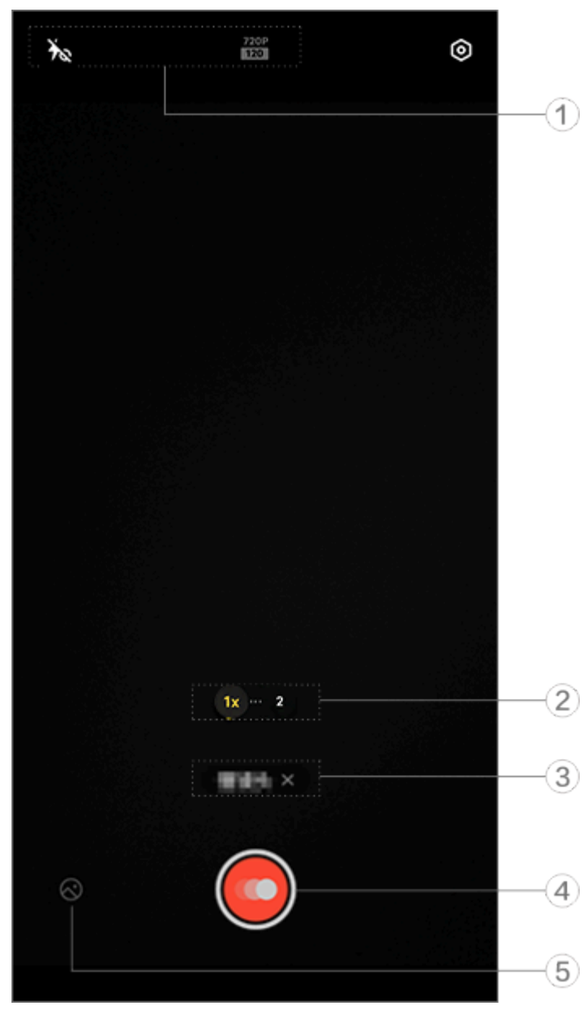
Burst photos are not supported in Live Photo mode. The shutter doesn't make a sound when Live Photo is enabled.

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 while playing 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:

	Aura light always on disabled
	Aura light always on enabled

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 pause recording, and to continue recording.
3. Tap to finish recording.

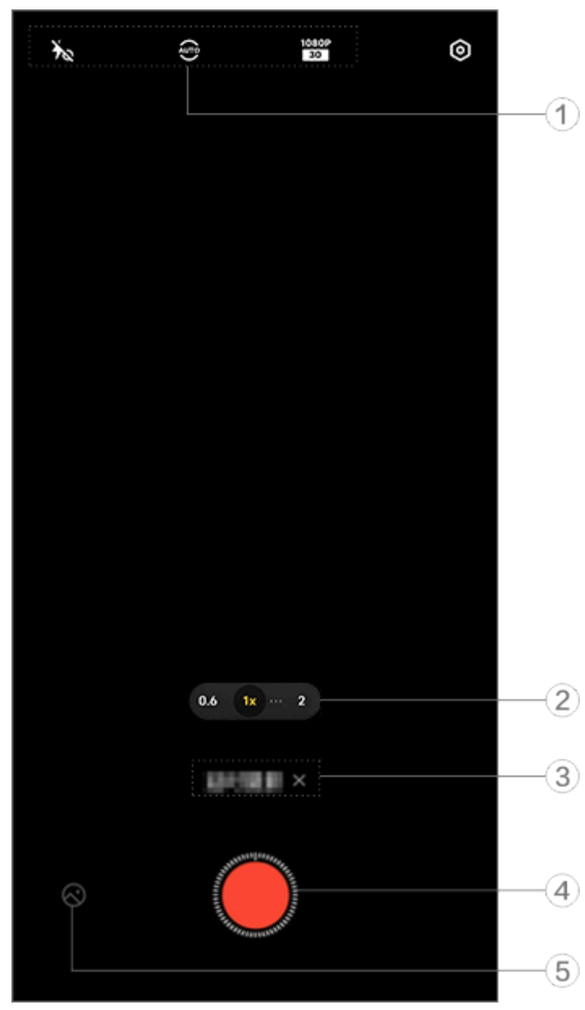
Record time-lapse videos

⚠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:

	Aura light always on disabled
	Aura light always on enabled
	Select the picture-taking interval and picture duration
720P 30	720p picture quality
1080P 30	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, enable **Shutter sound**.
· To attach a location tag to your photos and videos, enable **Location**.
· To keep a front camera photo taken or video recorded consistent with the preview, enable **Mirrored selfie**.
· To open Camera by double-pressing the Volume down button when the screen is off, enable **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 mode** to turn the relevant settings on.
· To get assistance in taking portraits, enable **Portrait framing** in Portrait function.

⚠Note

Portrait framing applies only to the rear camera in Photo and Portrait modes.

· To restore Camera settings to default, tap **Reset**.

⚠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 ⚙ 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 + > **New album**.
3. Name the album.
4. Select the photos or videos you want to add to the album, and then tap ✓.
5. Move or copy the selected photos or videos to the album.

- **Move or copy photos and videos**

Method:
1. Select the photos or videos you want to move or copy. To select 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 ⋮.
2. Select **Copy to Albums** or **Move to Albums**.

- **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 or videos, tap ⚙ > **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

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.

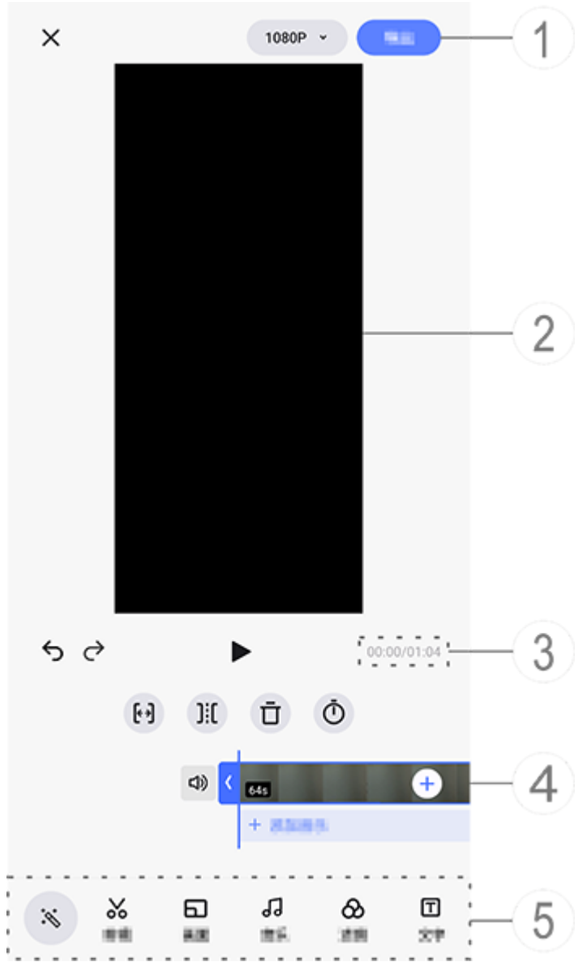
	Crop and rotate the photo
	Adjust the brightness, contrast, and more of the photo
	Doodle or mark on the photo
	Apply beauty effects
	Remove objects
	Apply filter effects
	Add text
	Add mosaic
	Add stickers
	Add borders
	Enhance the lighting effect
	Focus on the subject and blur the rest

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 Export and save the edited video.
② Frame viewer.
③ View the progress.
④ View the video clip.
⑤ Tap the following icons as needed:

See the table below for more settings.

×	Go back / discard edits made to the video
↶	Undo edits
↷	Redo edits
▶	Play and preview the current video clip
[↔]	Trim the video
]:[	Split the video at the current position
🗑	Delete the video clip
⏱	Adjust the speed of the video
🔊	Unmute

	Mute
	Add photos/videos
	Add music

- **Edit videos**

· To edit a video with the AI editing feature, tap .
· To edit a video manually, tap to manually trim, split, or delete video clips.

- **Adjust the aspect ratio or background colour**

To adjust the aspect ratio, rotate or flip an image, or add a background colour, tap .

- **Add background music**

Method:
1. Tap **Add music** or to select music materials.
2. Drag and select a piece of music footage and adjust the music volume.
3. Tap .

- **Apply filter effects**

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

- **Add text**

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

- **Add a theme**

To add a theme, tap to select a theme style you like.

- **Apply beauty effects**

Method:
1. Tap .
2. Select a desired beauty effect and adjust its parameters.
3. Tap .

⚠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.
· Swipe down from the top of the screen to open the Control centre, swipe again to expand the shortcuts panel, and then 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.

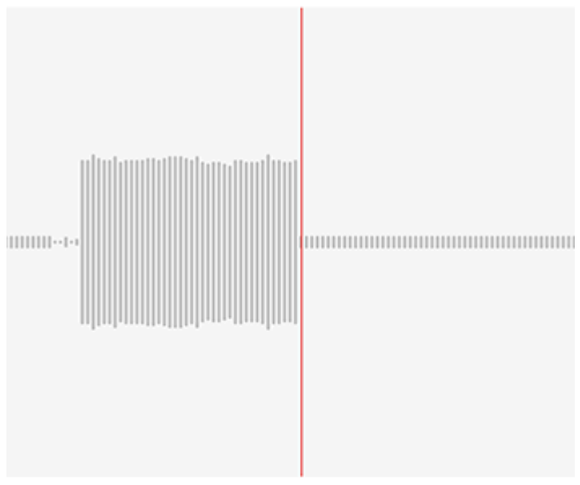
⚠Note

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



00:00:02

⚠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.
· 0.5 / 1.0 / 1.5 / 2.0 : 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

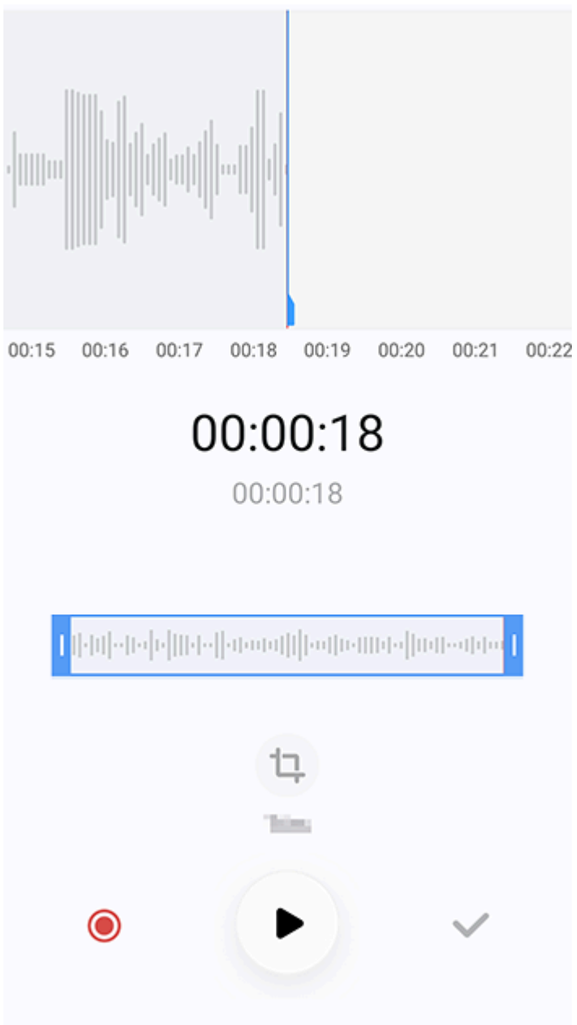
To share a recording file:
· Tap and hold a file to select it, and then tap **Share**.
· On the playback screen, tap ⋮ > **Share**.

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

Edit a recording file

To edit a recording file:
· Tap and hold a file to select it, and then tap ⌗.
· On the playback screen, tap ⋮ > **Edit**.



⚠Note

The illustration is for reference only. Some options may not be available on specific 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 delete the selection.
4. Tap ✓.

Reorder recording files

To reorder the files in the list of recordings:
1. In the list of recordings, tap ⋮ > **Reorder**.
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

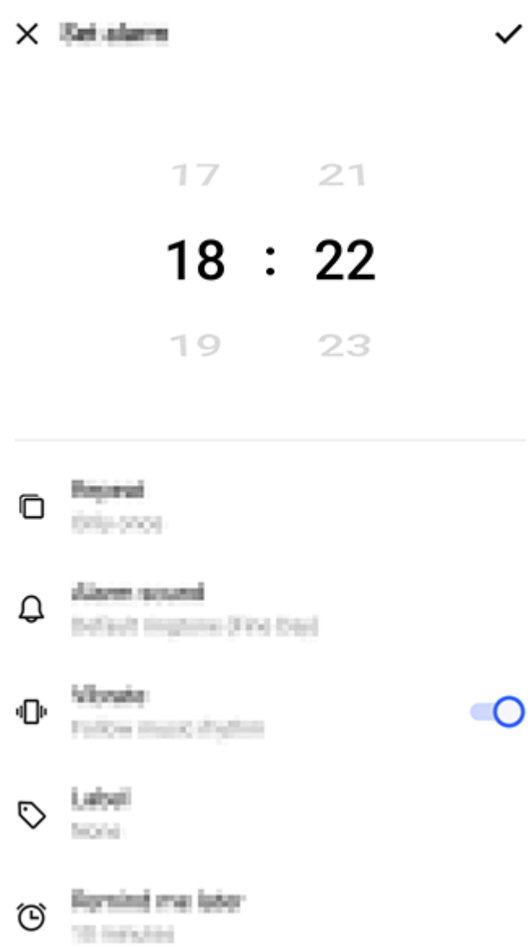
To keep track of times around the world, set alarms, and more, tap on the home screen.

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 point in time, sound and more for the alarm.
3. Tap ✓.



⚠Note

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

Tap the following icons for more settings:
: To make the alarm repeat, tap the days of the week. If left unset, the alarm will go off once by default.
: Pick a sound for the alarm.
: Set your device to vibrate when the alarm goes off.
: Alarm label. Give the alarm a name.
: Set the alarm reminder interval.
✕: Turn the alarm off.
✓: Save the alarm.

- **Delete an alarm**

Method:
1. From the Alarm tab, tap ⋮ > **Select**, 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 clocks for other cities

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 Clock tab, tap .
2. Select the cities you want to add.

- **Remove a city**

Method:
1. From the Clock tab, tap ⋮ > **Select**, or tap and hold the 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 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.

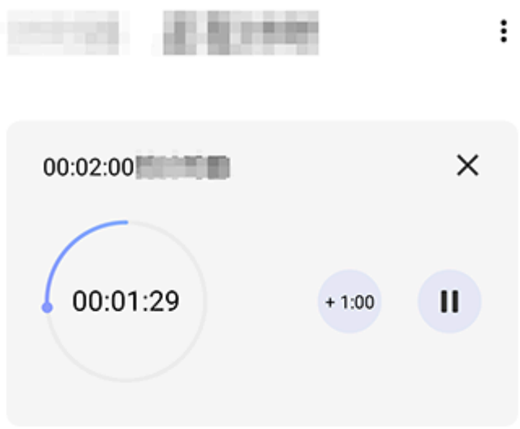
⚠Note

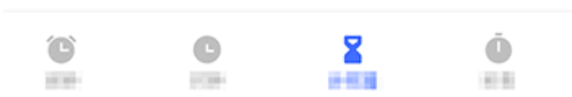
Time converter appears only when more than one city has been added.

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.
+ 1:00: Add a minute to the timer. Tapping ⏸ during the countdown will change to ⟲. Tap ⟲ to reset 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.
3. Tap ⧉ to share or copy the lap data.

More settings

For more settings in Clock, tap ⋮ > **Settings** in the **Alarm, 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 customise wallpapers, themes, fonts, and more.

Download and apply new themes, fonts, wallpapers, AOD styles and more

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

⚠Note

Sign in to your account before trying or purchasing paid resources.

View local themes, fonts, wallpapers and more

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

More Themes settings

· To change the home screen wallpaper or lock screen wallpaper 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**.
· To allow Themes to intelligently recommend content that may be of interest to you, go to **Me** > **Settings** to enable **Personalised recommendations**.

Music

Play music

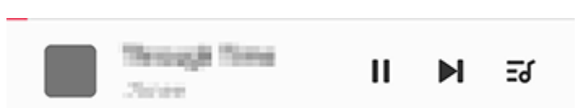
⚠Tip: Whether the app is supported on a certain device and what features are available may vary by device model, carrier and country/region.
Please contact your distributor or service provider for more information.

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, select a song by going to **Music** > **Lists/Songs/Artists/Albums**. The playback bar will be shown at the bottom of the screen.



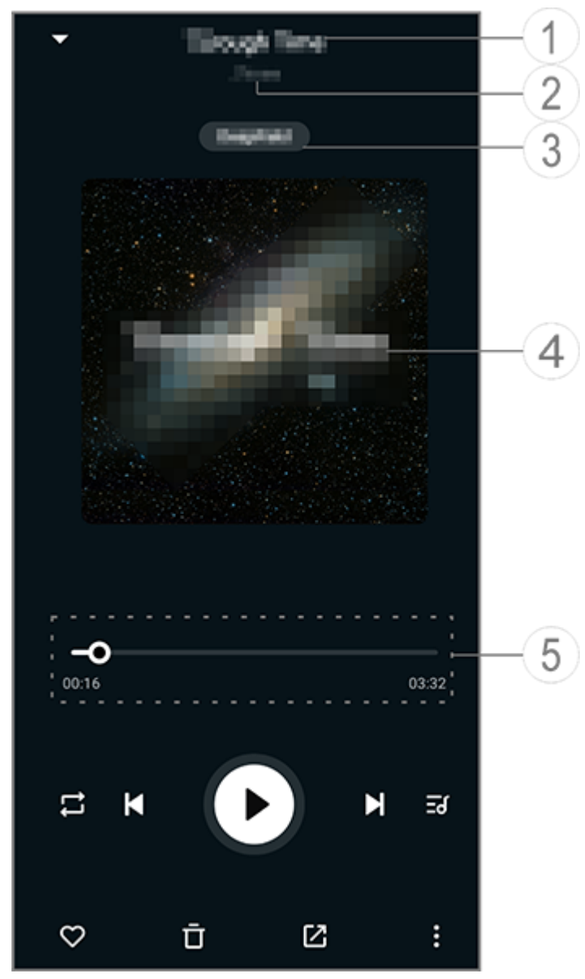
⚠Note

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.

See the table below for more settings.

	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
⋮	More options, such as adding the song to a playlist or setting it as a ringtone (available in some countries)
⌄	Back

Manage albums

Manage albums

To view an 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**.

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

Create playlists to manage songs

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

- **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.

Features on the Songs screen

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

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.
· Tap **Add current location**.
· 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 and drag it to the required position.
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 specific models.

① City name.
② Current temperature.
To change the temperature unit, tap ⋮> **Settings** > **Temperature unit**.
③ Current weather condition.
④ High and low temperatures of the day.
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 next 14 days.
To display the weather conditions for the coming days in a different format, tap ⋮> **Settings** > **Multi-day forecast format**.

- **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 icon means.

	Feels like
	Wind direction / Wind force
	Air humidity

	UV index
	Visibility
	Atmospheric pressure
	Sunrise/Sunset

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. Tap and hold the city that you want to add.
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**.
3. Select a picture style that you want to share.
4. Select a sharing method and share the weather as required.

EasyShare

To access **EasyShare**, tap from the Apps screen or on the home screen. With this feature, you can transfer files between devices and migrate data from your old phone to a new one at a high speed without consuming any data.

Basic features of EasyShare

- **Connect to the other device via Smart Scan**

To use the File transfer or Phone clone feature, you need to connect to the other device. To do so, tap on your home screen to scan the QR code on that device.

Method:
1. Show the generated QR code of the device that you want to connect to.
2. Tap on the EasyShare home screen on your device.
3. Use your device to scan the QR code of your former device.

- **View the files sent to or received from other devices**

With this feature, you can view or delete the files sent to or received from other devices.

Method:
1. Tap on the EasyShare home screen on your device.
2. View or delete a file as needed.
· Tap to filter files by type.
· To delete a sending record or file, tap **Sent**, tap to select it, and then tap **Delete**.
· To delete a record or file, tap **Received**, tap to select it, and then tap **Delete record** or **Delete record and file**.

Before using File transfer or Phone clone

- **Share EasyShare with the other device**

If you want to transfer files or migrate data to a device that doesn't have EasyShare installed, tap **Share EasyShare** on the main screen.

· To **share via Bluetooth**:
1. Tap **Share via Bluetooth**.
2. Select the Bluetooth-enabled device.
3. Send EasyShare.

· To **share via Wi-Fi**:
1. Enable the Wi-Fi feature on the device that you want to connect to.

2. Connect the device to your device using hotspot.
3. Enter the URL on the other device or use it to scan the QR code on your device.

⚠Note

For the URL or QR code, go to the **Share via Wi-Fi** page of your device.

• Download EasyShare online

If you want to transfer files or migrate data to a device that doesn't have EasyShare installed, you can also try the following methods.

· To download EasyShare by scanning a QR code:
1. Generate a QR code on your device via **EasyShare** > **Share EasyShare**.
2. Enable internet connection on the peer device and scan the QR code.

· To download EasyShare from the official channel:
1. Enable internet connection on the peer device.
2. Download EasyShare from the official channel.

⚠Note

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

• Back up your data before file transfer

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

Method:
1. Open the EasyShare URL on a PC.
2. Download and install EasyShare on the PC.
3. Back up or manage your data via either of the following ways:
· Connect your phone to your computer with a USB cable to perform backup or restoration.
· Connect your phone to your computer over Wi-Fi to perform backup or restoration.

⚠Note

1. For the official website, go to **EasyShare** > **Data backup** on your device.
2. You must connect your device to the internet to use this feature.

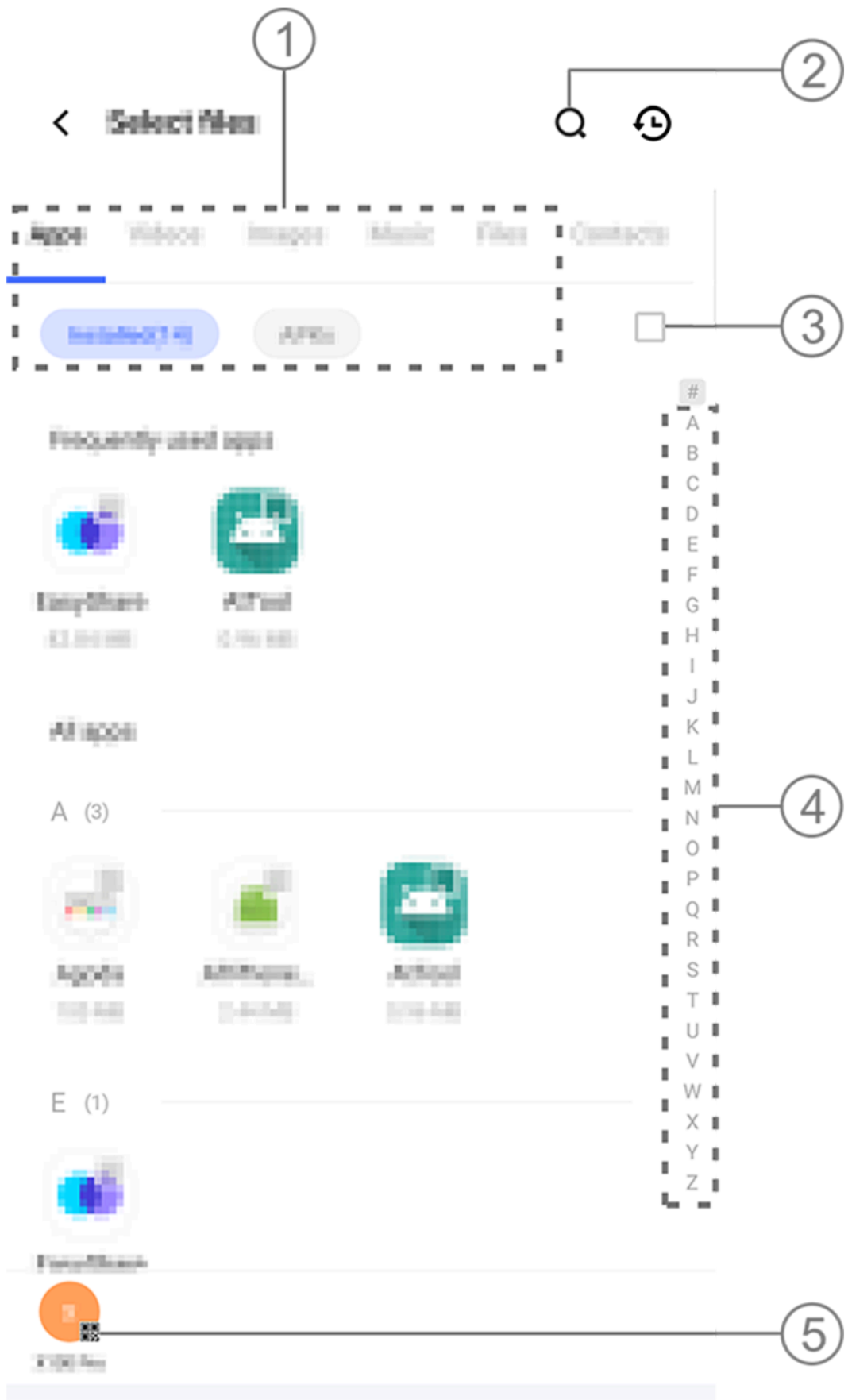
Send or receive files

Tap **File transfer** to receive or send files at a high speed without consuming any data. You can simultaneously transfer various types of files.

Take Android-powered devices for example:

- **On the sending device:**

1. Tap on the sending device.
2. Select files.



⚠Note

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

Multiple methods are available for you, as shown in the figure above:
① Select files by type.
② Tap to search for specific files.
③ Tap to select all files.
④ Swipe up or down on the index bar to quickly select files you need.

3. Tap position ⑤ in the above image to generate a QR code.
4. Display the QR code to the receiving device for it to scan so as to pair up with the sending device.
5. Tap **Send**.

- **On the receiving device:**

1. Tap on the home screen of the receiving device.
2. Scan the QR code on the sending device to connect to it.
3. Accept File transfer.

Clone data from the old device to the new device with one tap

Tap **Phone clone** to migrate data of any kind from your old phone to a new one without consuming any data.

Assume the current phone is a new phone. The method is as follows:

- **On the old phone:**

1. Tap on the old phone.
2. Display the QR code.
3. Use the new phone to scan the QR code of the old phone to pair them.
4. Select files to clone.
5. Tap **Start cloning**.

- **On the new phone:**

1. Tap on the new phone.
2. Select the type of the old phone (iPhone or Android).
3. Scan the QR code of the old phone to pair up with the old phone.
4. Accept File transfer.

⚠Note

1. If the old phone is an iPhone, make sure EasyShare has been installed before transferring files.
2. When file transfer is complete, the data of the same apps on the new phone will be overwritten.

Other features of EasyShare

To sign in to your account and change your profile picture, tap the profile picture on the main screen.

• Sign in to your account

Method:
1. Tap the profile picture on the main screen of your device.
2. Tap **Sign in**.
3. Select the type of the account that you want to sign in to.
4. Enter the account name and password to sign in to the account.

• Change your profile picture and nickname

Method:
1. Tap the profile picture on the main screen of your device, and then tap the profile picture again on the screen that appears.
2. Do any of the following:
· To change the colour of the default profile picture, select from colour options that come with your phone.
· To change the default profile picture, tap to select one from Albums or take a new photo.
· To change the default nickname, enter a new one in the input box.
3. Tap **Save**.

⚠Note

Depending on the sign-in option you choose, the options available when changing the profile picture or nickname may vary, subject to your device.

• View the weekly report on file transfers

Method:
1. Tap your profile picture on the main screen of your device.
2. Tap **Weekly summary**.
3. View this week's report.

⚠Note

The report covers the transfers made within the current week only. If no transfers have been made within the past week, no weekly report will be generated.

• Upgrade EasyShare without data consumption

To upgrade EasyShare without consuming any data, follow the method below:

Method:
1. Tap your profile picture on the main screen of your device.
2. Tap **Settings**
3. Enable **Data-free auto upgrade**.

⚠Note

Once a connection is established between two devices, this feature compares the versions of EasyShare installed on these devices, and upgrades the lower version to match the higher version without consuming data, ensuring both devices are running the same or the latest version of EasyShare.

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 note

To create a note:
1. From **Home**, tap ⊕; or open a folder from **Folders** and tap ⊕.
2. Tap ✓ to save the note.

Options in Notes

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

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
	Set a reminder
	Insert an image
	Create a voice note
⋮	Change a note's background or add a table to the note
/	Undo or redo edits

- **Change the font size or text formatting**

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 ✓.

• Set a reminder

Jot down your to-dos with Notes and schedule reminders to ensure timely completion.

Method:
1. Tap .
2. Select a specific date and time for the reminder.
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 **Camera**, take a desired photo, and then tap **OK**.
· Tap **Albums**, select your preferred image, and then tap ✓.
· Tap **Doodle**, draw or write in your note, and then tap ✓.
3. Tap ✓.

- **Create a voice note**

When it is not convenient to take notes, rely on voice notes to get the job done.

Method:
1. Tap .
2. Tap to pause recording, tap to continue recording, or to stop recording.
3. Tap ✓.

- **Change the background**

To change a note's background, tap > **Skin** to select a skin you prefer.

- **Insert a table**

To insert a table in a note, tap > **Table**, enter your text, and then tap ✓ to save the note.

- **Personalise a note**

Personalise a note using the following methods:
· Tap > **Settings** from **Home** or **Folders**.
· Tap from **Home** or **Folders**.

⚠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.

Flag a note

To flag a note, open it in full screen and tap .

Search for a note

To quickly locate a note, tap from **Home** or **Folders**.

Pin a note

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

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 **Encrypt**.
· Open the note in full screen, and tap 🔒.

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

You can decrypt an encrypted note using the following methods:
· Tap and hold the note in the list of notes and then tap **Decrypt**.
· Open the note in full screen, and tap 🔓.

⚠Note

After decrypting a note, you need to reset the privacy password when encrypting it again.

Share a note

Open the note in full screen and tap ⧉ to share it with others.

Delete a note

To delete one or more notes:
· Tap and hold a note, and then tap **Delete**.
· Tap ☑ in the list of notes, select one or more notes, and then tap 🗑.
· Open a note and tap 🗑 > **Delete**.

- **Recently deleted notes**

View the recently deleted notes using the following methods:
· Tap ⋮ > **Settings** > **Recently deleted** from **Home** or **Folders**.
· Tap ⚙ > **Recently deleted** from **Home** or **Folders**.

⚠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.

To permanently delete a note or restore a note:
· Tap and hold a note, and select **Permanently delete** or **Restore** in the pop-up window.
· Open the note in full screen and tap **Permanently delete** or **Restore to homepage**.

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 and hold it and then tap **Delete bookmark**.
· To reorder URLs, tap **Select** and tap and hold ⇕ to drag them to the desired positions.

- **View and edit browsing history**

Method:
1. Go to > ⋮ > **History**.
2. Do any of the following:
· To delete a URL, tap **Select**, select the URL and then tap **Delete**.
· To delete all history, tap **Clear all**.

Incognito

You can use Incognito mode to visit websites without them appearing in your browsing and search history.

Method:
1. Tap > ⋮ > **New incognito tab**.
2. at the top of the screen indicates that you are in Incognito mode.

⚠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 in the top part of the screen.
2. Enter the app name in the search bar.
3. Tap .

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 **Manage** > **Download management**.

App rankings

To view or switch between app rankings, tap **Rankings**.

Personal management

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

• Update apps

To update apps, go to **Manage** > **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 ⚙.

Game Space

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

Method:
1. Go to **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.

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.

Forward messages

To forward a message:
· Tap and hold the message, and then tap **Forward**.

· Tap ☑ to select the message, and then tap **Forward**.

Call the sender of a message

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

Add the sender of a message to Contacts/blocklist

To add the sender of a message to Contacts/blocklist:

· 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

To delete a message from the list of messages:
· Tap and hold the message, and then tap **Delete**.
· Swipe left over the message, and tap 🗑.

To delete a message in the full-screen view:
· Tap and hold the message, and then tap **Delete**.
· Tap ☑ to select the message, and then tap **Delete**.

Block unwanted messages

If you do not want to receive messages from certain contacts, you can block them by going to ⋮ > **Block unwanted messages**.

- **Add to blocklist**

To block calls or messages from a certain number, add it to the blocklist.

Method:
1. Go to **Blocklist**.
2. Tap ＋.
3. Select numbers to block.
4. Tap ＋.

- **Set whether to receive notifications for blocked messages**

To set whether to receive notifications when messages are blocked:
1. Tap **Notifications**.
2. Select a notification type.

- **Delete blocked messages**

To delete a blocked message from **Blocked messages**:
· Tap and hold the message, and then tap **Delete**.
· Tap ☑ to select the message, and then tap **Delete**.

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.

To make or answer a call, tap on the home screen.

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: Tap 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: Tap 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 settings associated with the Phone app, go to ⋮ > **Call settings**.

· To reject messages or calls from certain contacts, tap **Block spam calls**.
· To customise the reject messages, tap **Reject with SMS**.
· To set your phone to vibrate when your call is answered or hung up, tap **Vibrate on answer/hang 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 **Call display when unlocked**.

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.

· Tap **Import from cloud storage**, sign in to access **Contacts**, and then tap **Restore** to sync the backed-up contacts data to your device.

⚠Note

1. This feature is available only when the Contacts list is empty.
2. You must connect your device to the internet to use this feature.

· Go to ⋮ > **Contacts settings** > **Import/Export** > **Import from storage device**, and the selected contacts data will be imported to your device automatically.

Create contacts

Method:
1. Tap .
2. Do any of the following:
· To set a profile picture for the contact, tap > **Choose photo** or **Take photo,** take or choose the required photo, 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

Merge contacts with duplicate names or phone numbers.

Method:
1. Tap ⋮ > **Contacts** > **Merge duplicate contacts**.
2. Select contacts who you want to merge, or tap ☐ to select all contacts.
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 and then go to ⋮ > **Share contact** > **As text or As attachment**.
· Tap and hold a contact and then go to **Share contact** > **As text or As attachment**.

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. Tap ⋮ > **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. In the list of contacts, go to ⋮ > **Contacts settings** > **Recently deleted**. For first-time use, tap **Enable 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 🗑 > **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 easily access them from **Favourites**.

· Tap ✪ > +, select one or more contacts or tap ☐ to select all contacts, and then tap **Add**.
· From Contacts, tap ☆.

Search for contacts

To quickly locate a contact from a list of contacts:
· From Contacts, tap the contact's initials from the index on the right.
· From Contacts, tap 🔍, and enter the name or phone number of the contact in the search bar.

Export contacts

Export contacts from your device using the following method:

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** > **Save**.

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: Tap 👥 > +, enter a group name, and tap **OK**.
2. To add members: Select contacts to add to the new group, and then tap +.

- **Edit groups**

From :
· To add contacts, select a group, and then tap + to select the contacts you want to add. When finished, tap +.
· To delete a group, tap ☑ to select a group, and then tap 🗑 > **Delete**.
· To remove or move contacts, select a group, and then tap ☑ to select the contacts you want to remove or move. When finished, tap 🗑 or ↗ > Target group.
· To send a message to members of a group, first select a group. Tap ⋮ > **Group messaging**, select the contacts you want to send a message to, and then tap 💬.
· To set a ringtone for a group, first select a group. Tap ⋮ > **Group ringtone**, and set your favourite sound as the ringtone.

Other features

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

· 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 **Show contacts 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** app, 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.

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:
· Swipe down from the top of the screen to open the Control Centre, and tap .
· Go to **Settings** > **Wi-Fi**, and turn on **Wi-Fi**.
2. Go to **Settings** > **Wi-Fi**, and tap a network to connect to it.
🔒 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 by using the following methods:

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

SIM card & 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.

From **SIM card & mobile network**, you can learn about the current SIM card status of your device, edit SIM card information and more.

Enable mobile data

Method:
· Swipe down from the top of the screen to open the Control Centre, and tap .
· Go to **Settings** > **SIM card & mobile network**, and turn on **Mobile data**.

Edit SIM card information

Method:
1. Go to **Settings** > **SIM card & mobile network**, and tap the SIM card you want to edit under **SIM card info and settings**.
2. Do any of the following:
· To change the SIM card name or number, tap **SIM name** or **Number**.
· To check the data usage over a certain period of time, go to **App data usage**.
· To set the preferred network type for your SIM card, tap **Preferred network type**. (available in some countries).

Set the preferred SIM card

Set one of the SIM cards inserted in the device as the preferred SIM card for mobile data and calling by using the following method:

1. Go to **Settings** > **SIM card & mobile network**.
2. Tap **Mobile data or Call** and select the corresponding SIM card to be the **Preferred SIM card** (available in some countries).

⚠Note

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

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.

Enable Bluetooth

To turn on Bluetooth:
· Swipe down from the top of the screen to open the Control Centre, and tap .
· Go to **Settings** > **Bluetooth**, and turn on **Bluetooth**.

Rename your device

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

Pair other Bluetooth devices

Method:
1. Turn on Bluetooth and go to **Settings** > **Bluetooth**.
2. Select the device you want to pair with.
3. Tap **Pair**.

⚠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**.

More connections

Aeroplane mode

• Aeroplane mode

Turn on Aeroplane mode by using one of the following methods:
· Swipe down from the top of the screen to open the Control Centre, and tap ✈.
· Go to **Settings** > **More connections**, and turn on **Aeroplane mode**.

Hotspot & tethering

⚠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.

• Hotspot & tethering

Hotspot & tethering allows you to create a hotspot that can be used by other devices via Wi-Fi, Bluetooth, USB and Ethernet.

Tether through Wi-Fi

Method:
1. Turn Wi-Fi hotspot on using the following methods:
· Swipe down from the top of the screen to open the Control Centre, and tap ⊙.
· Go to **Settings** > **More connections** > **Hotspot & tethering** >

Wi-Fi hotspot and turn on the switch.
2. To change your hotspot name or password, tap the corresponding options.

Tether through Bluetooth or USB cable

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

⚠Note

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

Network management

• Network management

You can control whether to allow your apps to access the mobile network or Wi-Fi.

Method:
1. Go to **Settings** > **More connections** > **Network management** > **Data network or Wi-Fi**.
2. Tap ☑ to allow the app to access the corresponding network or ☐ to prevent access.

Data Saver

⚠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 Saver

Data Saver prevents some apps from using data in the background and thereby helps reduce data usage.

Method:
1. Go to **Settings** > **More connections** > **Data Saver** and turn it on.
2. To prevent Data Saver from affecting certain apps, go to **Apps with unrestricted data usage** and turn 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** > **+**, and enter and save the required information.
2. Select the configured VPN and 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 your option and save it.

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

To enable NFC:
· Swipe down from the top of the screen to open the Control centre, swipe down again to expand the shortcuts panel and then tap .
· Go to **Settings** > **More connections** and enable **NFC**.

Use NFC

· To make payments using an app that supports NFC payment, turn NFC on, open this app and keep it running in the foreground, then bring the NFC scanning area of your device 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.

Smart Mirroring

• Smart Mirroring

With Smart Mirroring, you can cast content from your device to another device wirelessly using the following methods.

Method 1:
Go to **Settings** > **More connections** > **Smart Mirroring**.

Method 2:
1. Swipe down from the top of the screen to open the Control centre and swipe down again to expand the shortcuts panel.
2. Tap **Smart Mirroring**.

⚠Note

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

Connect to a mirroring device

Method:
1. Tap **Connect to a mirroring device**.
2. From the search results, tap the device you want to cast your screen to.

⚠Note

1. Make sure both devices are connected to the same Wi-Fi network during mirroring.
2. Make sure the mirroring device can be connected to Wi-Fi and uses the DLNA protocol.

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.

• Printing

To print photos or files from certain apps on your device, enable **Default print service**.

Add and use a printer

To add a print service:
1. Go to **Settings** > **More connections** > **Printing**.
2. Tap **+**.

⚠Note

1. Add a printer that can exchange data via the internet before printing.
2. Sign in to your Google account before using this feature.

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.

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 enable this feature, swipe down from the top of the screen to open the Control centre, and tap .
· To rename your device, tap **Device name**, enter a name and then tap **Save**.
· To select users who can share content with you, go to **Who can share with you** and select options as needed.
· To learn more about these options, go to **Learn more about Quick Share**.

⚠Note

Before using this feature, turn on Bluetooth and Location first.

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.

Display & brightness

⚠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 by using the following methods:
· Swipe down from the top of the screen to open the Control centre, and drag .
· Go to **Settings** > **Display & brightness**, and drag .

- **Automatically adjust the screen brightness**

You can adjust it by using the following methods:
· Swipe down from the top of the screen to open the Control Centre, and tap A.
· Go to **Settings** > **Display & brightness**, and turn on **Auto-brightness**.

Enable Eye Protection

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

You can enable the feature by using the following methods:
· Swipe down from the top of the screen to open the Control centre, swipe down again to expand the shortcuts panel and then tap .
· Go to **Settings** > **Display & brightness** > **Eye Protection** and turn on the corresponding switch.

- **Schedule Eye Protection on/off**

Method:
1. Go to **Settings** > **Display & brightness** > **Eye Protection**, and tap **Auto on/off**.
2. Select from the following options:
· Select **Turn on from sunset to sunrise**.
· Select **Turn on at custom time** 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 enable the feature by using the following methods:
· Swipe down from the top of the screen to open the Control centre, swipe down again to expand the shortcuts panel and then tap .
· Go to **Settings** > **Display & brightness** > **Dark Mode** and turn on the corresponding switch.

- **Schedule Dark theme on/off**

Method:
1. Go to **Settings** > **Display & brightness** > **Dark Mode**, and tap **Auto on/off**.
2. Select from the following options:
· Select **Turn on from sunset to sunrise**.
· Select **Turn on at custom time** 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 tap **Screen timeout**.
2. Select a period.

Adjust the font size and style

- **Adjust fonts:**

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

- **Change the font style**

Method:
1. Go to **Settings** > **Display & brightness** > **Font style**.
2. Do any of the following:
· Select a preloaded style.
· Tap **Download more** to download a preferred style.

⚠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.

Enable screen saver

Method:
1. Go to **Settings** > **Display & brightness** > **Screen saver**.
2. Enable **Use screen saver**.
3. Select a screen saver style and start time.

Adjust the screen refresh rate

Method:
1. Go to **Settings** > **Display & brightness** > **Screen refresh rate**.
2. Select a refresh rate.

Customise the app aspect ratio

- **Display apps in full screen**

Most apps installed on your device will automatically adapt to display correctly in full screen mode.
For apps that don't automatically adapt, do the following:

Method:
1. Go to **Settings** > **Display & brightness** > **Full screen display of apps**.
2. Turn on switches of the apps.

- **Display apps at the top of the screen**

Method:
1. Go to **Settings** > **Display & brightness** > **Display at the top of the screen**.
2. Go to an app that you want to edit.
3. Select a display effect.

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 and date, battery level and notifications when picking your phone up or tapping the screen.

Method:
1. Go to **Settings** > **Home screen, lock screen & wallpaper** > **Always On Display**, and enable **Always On Display**.
2. Do any of the following:
· To change the AOD style, go to **AOD styles** to select your preferred style, and then tap **Apply**.
· To change how to show the Always On Display, tap **Display mode** to select an option.
· To enable new notifications to be displayed as an app icon in Always On Display mode and notification details to be viewed by double-tapping the app icon, go to **AOD notifications** and switch on the corresponding app.

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** > **Colour and style**, and enable **System and app UI colour**.
2. Select a colour from the preset colours or the wallpaper.
3. To restore to the original system and app UI colour, disable **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.

· To open the Control centre from the lock screen, enable **Open Control centre from the lock screen**.

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 & 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 add the icons of newly downloaded apps to the home screen, enable **Add icon to home screen**.
· To change the home screen layout, go to **Home screen layouts** to select between 4x6 and 5x6.
· To lock the current home screen layout, enable **Lock layout**.
· 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

⚠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.

A variety of animation styles are provided under corresponding features. You can go to **Settings** > **Dynamic effects** to select and apply your favourite style.

Enhance the dynamic effects of some interfaces

To enhance the dynamic effects and display effects of some interfaces, go to **Settings** > **Dynamic effects** > **Enhance dynamic effects**, and enable **Interface dynamic effects**.

Change the home screen animation

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

Change the fingerprint or face recognition animation

To change the fingerprint or face recognition animation:
1. Tap **Fingerprint icon animation, Fingerprint recognition animation, or Face recognition animation**.
2. Select your preferred animation.
3. 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.

Change the USB insertion or charging animation

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

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

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**.

Enable Do Not Disturb

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

Enable Do Not Disturb in the following ways:
· Swipe down from the top of the screen to open the Control centre, swipe down again to expand the shortcuts panel, and then tap ⊖.
· Go to **Settings > Sounds & vibration > Do Not Disturb**, and enable **Do Not Disturb**.

Customise ringtone

To change the ringtone settings, go to **Settings** > **Sounds & vibration** > **Phone 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.

Customise other sounds and vibration

· To play a sound when dialling numbers on the keypad, enable **Dial pad tones**.

· To play a sound when locking your screen, enable **Screen lock sound**.

· To play a sound and turn on vibration when a charger is connected, enable **Charging sounds & vibration**.

· To play a sound when touching your screen, enable **Touch sound**.

· To play a sound when taking a screenshot, enable **Screen capture tone**.

· To turn on vibration when your call is answered or hung up, enable **Vibrates when the other party answers/hangs up** (available in some countries).

· To play haptic feedback for tap, keypad, and more, go to **Touch vibration**.

Change sound quality and effects

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

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**.

View recently used apps or all apps

Method:
1. Go to **Settings** > **Apps**.
2. Do any of the following:
· View recently used apps.
· To view all apps in the device, tap **View all [app quantity] apps**.

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**, or **Times opened/Unlocks** to view details.
· Tap ‹ or › to switch to different dates.

• Set app timers

To limit how much time you spend on an app:

Method:
1. Go to **Settings** > **Apps** > **Screen time**.
2. Tap ⌛ next to an app.
3. Set use time of the app and tap **OK**.

⚠Note

1. When you run out of time, the app closes and its icon dims.
2. App timers 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.

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 app notifications

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

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

Method 2:
1. Swipe down from the top of the screen to open the Control

centre.
2. Do any of the following:
· Tap and hold the notification you want to clear, and tap **Clear notification**.
· Tap and hold the notification you want to clear, and tap ⚙ to turn on or off the corresponding switch.

View notification history

To view recent and snoozed notifications, go to **Settings** > **Notifications & status bar** > **Notification history** to enable **Use notification history**.

Manage notification display methods

To manage how notifications are displayed:
1. Go to **Settings** > **Notifications & status bar**.
2. Select from the following options as needed:
· To manage the display of lock screen notifications on apps, go to **Lock screen** to turn on or off the corresponding switch.
· To manage the display of pop-ups on apps, go to **Pop-up** to turn on or off the corresponding switch.
· To manage the display of home screen icon badges on apps, go to **Icon badge** to turn on or off the corresponding switch.

Manage the status bar

To set up the notification display method of the status bar, battery style, real-time network speed display, and others, go to **Settings** > **Notifications & status bar** > **Status bar** to 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 & status bar** > **More settings** > **Conversations**.

• Enable Bubbles

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

More notification settings

To set the Do Not Disturb mode and snoozed notifications, and select apps through which notifications can be accessed, go to **Settings** > **Notifications & status bar** > **More settings** to set them in detail as needed.

Battery

Turn Super Battery Saver on/off

To save battery life by limiting the features of the device and reducing device performance, turn **Super Battery Saver** on.

⚠Note

This mode is available only in some apps.

View battery percentage

To display the battery percentage in the status bar, enable **Battery pattern and power percentage**.

Usage since last full charge

To view the battery usage since the last full charge or power consumption by 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 and the cycle count indicates the number of charge/discharge cycles of the battery.
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 has been unused for a long period 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 Smart optimisation based on habit feature is enabled, if you have the habit of charging your phone for long periods of time (such as at night), the system will automatically learn your charging habit and will intelligently stop and resume charging your phone to avoid the battery being in a fully-charged state for a long time, to postpone battery ageing and extend battery life.

RAM & storage

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

Manage storage space

Method:
1. Go to **Settings** > **RAM & storage** > **Manage storage space**.
2. Tap **Clear all**.

⚠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 My Device

To find, protect or erase your device, make sure that your device:
· Is powered on.
· Has **Find My Device** enabled.
· Is signed in to with your Google account.
· Is connected to a network.
· Has Location enabled.
· Is visible on Google Play.

• To find, protect, or erase your device

Method:
1. Go to **Settings** > **Security & privacy** > **Find My Device**, tap **Find My Device web** on your device or access the Find My Device website from Google, and sign in to your Google account.
2. Your lost device gets a notification.
3. You will get notified of the approximate location or the last known location of your device.
4. 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 My Device** > **Learn more about Find My Device**.
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 & privacy** > **Device unlock** > **Screen lock**.
2. Select a password type:
· 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.
3. Select how you want notifications to be displayed on the lock screen.
4. To cancel the screen lock you have set up, select **None** or **Swipe**.

• Set a fingerprint lock

To set a fingerprint lock:
1. Go to **Settings** > **Security & privacy** > **Device unlock** > **Fingerprint**.
2. Select an alternate screen lock option:
· Due to choosing **Fingerprint + Pattern**, you need to draw an unlock pattern.
· Due to choosing a combination of **Fingerprint and PIN**, you need to enter a numeric password.
· By choosing a combination of **Fingerprint and Complex password**, you need to enter a complex alphanumeric password.
3. Select how you want notifications to be displayed on the lock screen.
4. Tap **Start inputting** and follow the on-screen instructions to register your fingerprint.
5. To remove a registered fingerprint, go to **Settings** > **Security**

& privacy > **Device unlock** > **Fingerprint** and tap 🗑 next to the fingerprint you want to remove.

- **Set a face lock**

To set a face lock:
1. Go to **Settings** > **Security & privacy** > **Device unlock** > **Face**.
2. Select an alternate screen lock option:
· By choosing **Face + Pattern**, you need to draw an unlock pattern.
· By choosing **Face +PIN**, you need to enter a numeric password.
· By choosing **Face + Complex password**, you need to enter a complex alphanumeric password.
3. Select how you want notifications to be displayed on the lock screen.
4. Follow the on-screen instructions to register your facial data.
5. Do any of the following:
· To clear the registered face data, go to **Settings** > **Security & privacy** > **Device unlock** > **Face** and tap **Clear face data**.
· To enable your device to directly access the home screen after face unlock, go to **Settings** > **Security & privacy** > **Device unlock** > **Face**, and turn **Stay on lock screen after unlocking** off.

- **Keep your device unlocked**

With this feature, you can keep your device unlocked while it is in a trusted location or connected to another device.

Method:
1. Go to **Settings** > **Security & privacy** > **More security settings** > **Extend Unlock**.
2. Enter the lock screen password or draw the unlock pattern.
3. Go to the corresponding option and turn on the option or add the required information.

⚠Note

Before using this feature, set a screen lock first.

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

To turn on Location:
· Swipe down from the top of the screen to open the Control centre, swipe down again to expand the shortcuts panel, and then tap .
· Go to **Settings** > **Location** and tap **Use location**.

Find or choose which apps use your phone's location

Method:
1. Enable Location and go to **Settings** > **Location** > **View all**.
2. Do any of the following:
· View the apps that have recently accessed location information.
· To change an app's permissions, tap the app and then choose the location access.

⚠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. Go to **Settings** > **Ultra Game Mode**, and enable **Game sidebar**.
2. Access a game that has been added to Ultra Game Mode, and swipe inward from the left edge of your screen in the upper part to bring out the game sidebar.
3. Tap **Esports Mode**.

⚠Note

To understand feature details and view games that have been installed and 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. Go to **Settings** > **Ultra Game Mode**, and enable **Game sidebar**.
2. Access a game that has been added to Ultra Game Mode, and swipe inward from the left edge of your screen in the upper part to bring out the game sidebar.
3. Tap **Off-screen Autoplay**.

Do Not Disturb during gameplay

To hide notifications or prevent accidental screen touches during gameplay:

Method:
1. Go to **Settings** > **Ultra Game Mode**.
2. Do any of the following:
· To hide the floating notifications from the top of the screen during gameplay, enable **Block notifications**.
· To reject incoming calls or make them run in the background during gameplay, go to **Mute call notifications** to enable **Background calls** or **Reject calls** (available in some countries).
· To prevent accidental screen touches during gameplay, go to **Accidental touch prevention** and toggle on the options as needed.

Process multiple tasks during gameplay

Bring up the list of small window apps during gameplay.

Method:
1. Go to **Settings** > **Ultra Game Mode** > **Game picture-in-picture**.
2. Do any of the following:
· To bring the list of small window apps up during gameplay, enable **Swipe up with three fingers to display the list of small window apps**.
· To display app notifications as floating messages during gameplay, enable **Display floating message icons** and turn the corresponding app switches on 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.

Shortcuts & accessibility

S-capture

• S-capture

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**.

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

Split screen

• 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 > .

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**.

Method 3:
1. Swipe down from the top of the screen to open the Control centre and swipe down again to expand the shortcuts panel.
2. Tap **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 indication 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.

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.

Power button

• Power button

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

Quick action

• 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.

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

⚠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 phone will turn off in 60 seconds.

To configure the settings for these modes:

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

One-handed

• 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 & accessibility** > **Accessibility** > **TalkBack**, and turn **TalkBack** 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 & accessibility** > **Accessibility** > **TalkBack**, and turn **TalkBack shortcut** on.

⚠Note

To get detailed guidance, tap **Settings** > **Tutorial & help** on the **TalkBack** screen.

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 & accessibility** > **Accessibility** > **Switch Access**, and turn **Switch Access** on or off.

⚠Note

To get detailed guidance, tap **Settings** > **Help & feedback** on the **Accessibility menu** screen.

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 & accessibility** > **Accessibility** > **Accessibility Menu**, and turn **Accessibility Menu shortcut** on or off.

⚠Note

To get detailed guidance, tap **Settings** > **Help & feedback** on the **Accessibility Menu shortcut** screen.

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 & accessibility** > **Accessibility** > **Select to Speak**, and turn **Select to Speak shortcut** on or off.

⚠Note

To get detailed guidance, tap **Settings** > **Help & feedback** on the **Select to Speak** screen.

Change the display settings

· To change the screen font and the display size, go to **Accessibility** > **Fonts & display size** and drag .
· To correct or invert the screen colour, reduce screen animations and enlarge the mouse pointer, go to **Accessibility** > **Colours & animations** to turn the corresponding switches on or off.
· To dim your screen below the minimum brightness, go to **Accessibility** > **Extra dim** and turn the switch on.
· To magnify the content on your screen, go to **Accessibility** > **Magnification** and turn the switch on.

Set the caption size and style

To customise the caption size and style for easy reading:

Method:
1. Go to **Accessibility** > **Caption preferences**, and toggle **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.

Use accessibility shortcuts

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

Method:
1. Enable the accessibility features that can be enabled with shortcuts on the **Accessibility** screen, such as TalkBack.
2. Tap the floating button to quickly access the accessibility feature.
3. To change the position, size and opacity of the floating button, go to **Accessibility** > **Accessibility shortcuts** > **Accessibility button and gesture**.

Digital wellbeing & parental controls

To get information about how you spend time on your phone or supervise your children's digital life, go to **Settings** > **Digital Wellbeing & 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.

· Unlocks: How often you have unlocked your phone and opened certain apps.
· Notifications: How many notifications you have received and from which apps.

• **Limit how much time you spend on an app each day**

1. Tap a chart.
2. Tap ⌛ beside an app for which you want to limit the time spent.
3. Set a time limit and tap **OK**.

⚠Note

1. App timers don't work for some system apps.
2. App timers will be reset at midnight.

Parental controls

To set content filters or other limits on your child's device, go to **Set up parental controls**.

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.

Add account

Method:
1. Go to **Settings** > **Users & accounts** and tap .
2. Select the type of the account you want to add:
· To directly add an account, tap **Sign in / Register with account password**.
· To add an account through a Google account, tap **Sign in with Google**.
3. Follow the on-screen instructions.

⚠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.

Add a Google account or other accounts

Method:
1. Go to **Settings** > **Users & accounts** and tap +**Add account**.
2. Tap the type of the account you want to add.
3. Follow the on-screen instructions.

Remove an account

Method:
1. Go to **Settings** > **Users & accounts**.
2. Tap the account that you want to remove, and tap **Remove account/Sign out**.
3. 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 **Gesture navigation**.

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.

3-button navigation

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 **3-button navigation**.

Do any of the following as needed:
· </◁: Return to the previous screen.
· ○: Go back to the home screen.
· ≡/□: Access the Recent apps screen.

Global search

⚠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.

• Global search

To use Global search:

Global search allows you to search for files, apps and other content on your device as well as search for web content.

Method:
1. Swipe on the home screen downward.
2. Enter the content you want to search for in the following ways:
· Tap to scan for what you want (this feature is available in some phone models).
· Enter search keywords in the search bar.

Customise search content

· To manage the content that can be searched for on your device, go to **Global search** > **Search content**, and then tap to select the corresponding content or to deselect 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.

Languages & input

Change the system language and region

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

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

· To change the system language that has been added, tap the language you want to change in the language list.

· To remove a language from the list, tap **Language** > ✎ > ⊖ > ✓
..

⚠Note

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

⚠Note

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

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

Set up the keyboard

· To manage the input methods supported by your device, go to **On-screen keyboard** > ＋, and enable or disable any keyboard as needed.

· To display screen keyboard when connecting your device to a physical keyboard, tap **Physical keyboard** and enable **Use on-screen keyboard**.

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 & time

• Date & 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 default locale, enable **Use locale default**.
· To display the time in 24-hour format, enable **Use 24-hour format**.

Backup & restore

• Backup & restore

To back up the apps and data on your device, go to **Settings** > **System management** > **Backup & restore**.

⚠Note

You must connect your device to the internet and sign in to your account to use this feature.

Reset options

• Reset options

You can use this feature to reset your phone to factory settings.

· To reset your device's network settings, tap **Reset Wi-Fi, mobile & Bluetooth**.
· To reset your device's app preferences, tap **Reset app preferences**.
· To restore some features to their default settings, tap **Reset all settings**.
· To clear all data on your device and restore it to the factory settings, tap **Erase all data (factory reset)**.

⚠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.

• Phone clone

Tap **Phone clone** to migrate data of any kind from your old phone to a new one without consuming any data.

Assume the current phone is a new phone. The method is as follows:

On the old phone:

1. Tap on the old phone.
2. Display the QR code.
3. Use the new phone to scan the QR code of the old phone to pair them.
4. Select files to clone.
5. Tap **Start cloning**.

On the new phone:

1. Tap on the new phone.
2. Select the type of the old phone (iPhone or Android).
3. Scan the QR code of the old phone to pair up with the old phone.
4. Accept File transfer.

⚠Note

1. If the old phone is an iPhone, make sure EasyShare has been installed before transferring files.
2. When file transfer is complete, the data of the same apps on the new phone will be overwritten.

About phone

You can rename your device, and view information about your device, including software information and device status.

Method:
1. Go to **Settings** > **About phone**.
2. Do any of the following:
· To rename your device, tap to enter a new name.
· To view your device model or hardware and software versions, tap **Software information**.
· To check the status of your SIM card, the cumulative power-on time, IP address, or IMEI, tap **Status**.
· To view 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** > **Software information**.
2. Tap **Version** seven times.
3. Go to **Settings** > **System management** > **Developer options**, and enable **USB debugging**.

⚠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 enable **Smart Upgrade**. 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 allows you to create a second instance of an app so that you can use two accounts at the same time.

Method:
1. Go to **Settings** > **Apps** > **App clone**.

2. Turn the apps on that have been installed and support App clone.
3. The cloned app will be displayed with the name of Ⅱ·xxx on the home screen.

⚠Note

1. Turning the cloned app off or uninstalling the primary app will delete the cloned app and its data.
2. Concurrent apps may cause local data to increase. Clean data with iManager promptly.
3. Depending on the actual usage scenarios and third-party apps, this feature is available only for some apps that require sign-in.
4. App clone can only be used on our Launcher, and may not work properly on other launchers.

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. Swipe down from the top of the screen to open the Control centre and swipe down again to expand the shortcuts panel.
2. Tap .
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 & 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 & 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 enabled, and ELS works in your region, when you dial or text an emergency number, your phone will automatically send its location to first responders.

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** > **Software information**.

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.