



USER MANUAL

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Getting Started

Thank you for purchasing the Orbic Journey Pro (R320L).

This manual provides information about the hardware and software features of your Orbic Journey Pro device.

We recommend you read the Product Safety and Warranty Information booklet that you have received along with your device for additional safety information.

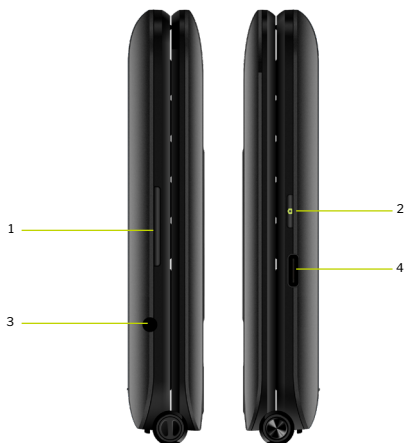
Device Overview

Open View



	Keys	Description
1	Earpiece	To hear the caller and automated prompts
2	Left Soft Key	To access Notifications
3	Call Key	To make a call
4	Numeric Pad	From the home screen pressing numeric keys allows access to default shortcuts. Keys will also allow entering phone numbers and alphabetical text.
5	Navigation Key (Up, Down, Left, Right)	Press Up - Access Ringtones & Alerts • Press Right - Access Calendar • Press Down - Access Verizon Cloud • Press Left - Access carousel apps on the Home screen
6	Right Soft Key	To access Contacts
7	End/Power Key	To power ON/OFF the device. • To restart. • To end a call.
8	OK Key	To access the application list. • To confirm an option.
9	Volume Key	To increase and decrease the volume.
10	Vibration Mode Key	To set the Vibrate mode from standby mode. Press and hold the button for about 3 seconds to change to the Vibrate mode.
11	Microphone	To transmit your voice to the caller or for voice-activated functions (for example, voice commands).

Side View



	Keys	Description
1	Volume button	To adjust volume
2	Camera Button	To open the Camera
3	Headset Jack	Allows you to plug in an optional 3.5mm headset for convenient, hands-free conversations or other compatible listening devices.
4	Type-C USB/ Charging Port	From the home screen pressing numeric keys allows access to default shortcuts. Keys will also allow entering phone numbers and alphabetical text.

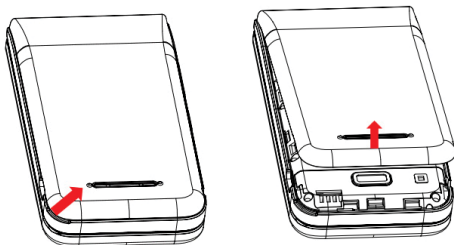
Front & Back View



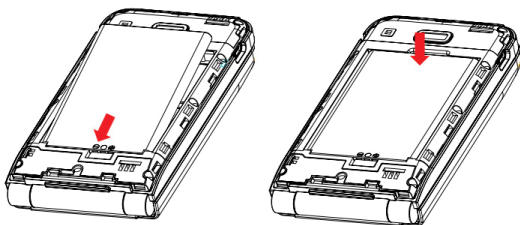
	Description	Description
1	Camera	To take photos
2	Flash	Lights up subjects in low-light environments when taking pictures or recording video.
3	External Display	To display notifications and messages.
4	Back Cover	To protect the internal components of your device.
5	Speaker	To hear sounds from your phone and media content (for example, music and ringtones).

Installing Battery

1. With the phone facing down, insert your fingernail into the cutout on the bottom of the back cover and gently lift the cover.



2. Place the battery, making sure the gold contacts are lined up.



3. Push in and press down gently to secure.
4. Place the back cover and press it down along the edges to close.

Charging the Battery

The battery comes partially charged. You must fully charge the battery before using your device for the first time.

Warning! Use only approved charging devices and batteries. Using other accessories may invalidate your warranty and may cause damage.



Your device comes with a charger (charging head and USB cable) to charge from any electrical outlet.

1. Insert the smaller head of the USB cable into the device port.
2. Connect the larger head of the USB cable to the charging head, then plug the charging head into a standard electrical outlet.
3. When charging is complete, unplug the charging head from the power outlet and remove the USB cable from the device.

Tip to extend and improve your device battery life

Conserve battery power to get the best out of your battery in everyday usage by following settings on select applications:

- Lower Screen brightness.
- Reduce Backlight time.
- Turn Bluetooth and Wi-Fi off when not in use.
- Disable GPS when not in use.
- Enable the battery saver feature.

Replacing the nano SIM Card

Your device comes with a pre-installed nano SIM card.

To replace the nano SIM Card

1. Turn OFF the phone, then remove the back cover and battery.
2. Locate the slot for the SIM card and gently slide the SIM card tray down to unlock the tray.
3. The SIM is now accessible by opening the tray.

Inserting a microSD Card

1. Remove the back cover as demonstrated in the previous instructions.
2. Position the microSD card with the label side facing up and the gold contacts toward the slot (at the lower-right side of the phone).
3. Carefully slide the SD tray to the right to unlock it, place the microSD card, and lock the tray by sliding left.

NOTE:

- The microSD cards can be damaged easily by improper operation. Be careful when inserting, removing, or handling it.

- The device can support up to a 128GB microSD card.
- To remove the microSD card, follow similar steps from the Removing the **Battery section.**

Turning Your Phone ON

Press and hold the **End/Power Key**  until the phone powers ON.

The first time you power ON the phone, you will be guided through the following steps:

- Select the phone's language and press the **Right Soft Key**  to go to the next step.
- Select and set Accessibility options and press the **Right Soft Key**  to go to the next step.
- Select an available Wi-Fi network and press the **Right Soft Key**  to go to the next step.
- Read the KaiOS Terms and Privacy Policy. Press the **OK Key**  to learn more.
- Use the **Navigation Key**  and the **OK Key**  to set options, then press the **Right Soft Key**  to go to the next step.
- Read and press the **Right Soft Key**  to go to the next step.
- Finally press the **OK Key**  to enter the Home screen.

NOTE: Even if no SIM card is installed, your phone will still power on and you can connect to a Wi-Fi network and use some of the phone's features.

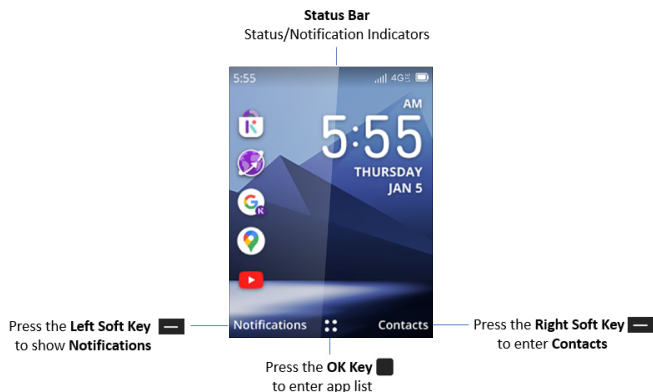
Turning Your Phone OFF

Press and hold the **End/Power Key** until the phone displays:

- Restart and Power OFF.
- Use the **Navigation Key** to select power OFF and press the **OK Key**.

Home Screen

The Home screen serves as the start of your experience.



You can customize your Home screen wallpaper and clock format using the **Settings**  app.

From the status bar, you can view both phone status (to the right side) and notification information (to the left side)

Status Bar

The Status Bar appears at the top of every screen. A notification icon appears on the left, the phone's status icon on the right, and the current time.

Status Icons	
	Call
	Full Battery
	Charging Battery
	Empty Battery
	Bluetooth Connected
	Emergency Alert
	Camera
	Message
	MySites
	New Voicemail
	Settings
	Signal Strength
	Sound Recorder
	System Update
	4G LTE Connected

Notifications

Notification icons on the Status Bar display calendar events, device status, and much more. The status bar will display the notification icon when you receive a notification.

The **Notifications view** shows a list of all your recent notifications. Depending on your settings, you may hear a sound, see the light, or feel the phone vibrate.

To Open the Notification View

1. From the Home screen, press the **Left Soft Key**  to open the **Notification view**.
2. A list of all your current notifications appears in the **Notifications view**, organized by ongoing and event-based notifications.

To Respond to a Notification

The Notifications view allows you to view all your current notifications with a brief description.

- Press the **OK Key**  to open and view the details of the highlighted notification.
- Press the **Left Soft Key**  to clear the highlighted notification.
- Press the **Right Soft Key**  to clear all notifications or access options for a highlighted notification.

Explore Phone

Quick Volume Adjustments

The Volume key on the phone's left side is used to adjust the ringer and earpiece volume quickly.

- The **Volume up** key increases the volume.
- The **Volume down** key decreases the volume.

Vibrate Mode

It turns OFF ringing and sets the phone to vibration.

- From the Home screen, press and hold the **Vibrate key** which sets the phone to Vibrate Mode.

Write Text

Enter text using the numeric keypad.

- Press a key repeatedly until the letter is shown.
- To enter space, press **0**.
- To enter a special character or a punctuation mark, press *****.
- To switch between character cases, press **#** repeatedly.
- To enter a number, press and hold a number key.

Capturing a Screenshot

- Press and hold the ***** and **#** keys simultaneously to capture a screenshot of the desired screen. Screenshots are saved directly to the Gallery.

Contacts

The Contacts app allows you to store and manage a contact list with names and phone numbers.

- From the Home screen, press the **OK Key**  and select **Contacts**  to enter the contacts list.

Adding a New Contact

1. Press the **Left Soft Key**  on the Contacts list screen to create a **New** contact.
2. Input the contact information.
3. Press the **OK Key**  to **SAVE** the contact information.

View a Contact

1. On the contacts list screen, use the **Navigation Key**  to select a contact, and press the **OK Key**  to access the contact details.
2. Press the **Left Soft Key**  to send an SMS/MMS to the selected contact.
3. Press the **OK Key**  to place a **CALL**.
4. Press the **Right Soft Key**  to access **Options**.
 - Press **Add as Favorite** to add a contact as a favorite number.
 - Press **Edit** to modify a contact detail.
 - Press **Speed Dial** to set up a speed dial contact.
 - Press **Share** to share a contact detail through Bluetooth, Messages, or an E-mail.
 - Press **Delete** to delete a contact.

- Press **Find duplicate contacts** to search for duplicate contact information.
- Press **Block this number** to block a number.

Edit a Contact

1. Use the **Navigation Key**  to select a contact on the contacts list screen.
2. Press the **Right Soft Key**  to access **Options**.
3. Select **Edit** and press the **OK Key**  to **SAVE** the edit.

Share a Contact

You can share single contact information by sending the contact's vCard via Bluetooth, Messages, or E-mail.

1. Use the **Navigation Key**  to select a contact on the contacts list screen.
2. Press the **Right Soft Key**  to access **Options**.
3. Select **Share** to share the single contact information.

Delete a Contact

1. Use the **Navigation Key**  to select a contact on the contacts list screen.
2. Press the **Right Soft Key**  to access **Options**.
3. Select **Delete** to delete the selected contact number.
4. Press the **Right Soft Key**  to confirm the deletion.

Import/Export Contacts

1. Press the **Right Soft Key**  on the contacts list screen to access **Options**.

2. Select **Settings > Import contacts/Export contacts** to import/export contacts from/to memory card, Gmail, or Outlook.

Speed Dial

1. Press the **Right Soft Key**  on the contacts list screen to access **Options**.
2. Select **Settings > Set Speed Dial Contacts**, use the **Navigation Key**  to select 2-9, and press the **OK Key**  to ASSIGN a contact.
3. Press the **OK Key**  to confirm.
4. Long press the **2-9** screen keys on the Home screen to dial the defined contacts.

Set ICE Contacts

1. Press the **Right Soft Key**  on the contacts list screen to access **Options**.
2. Select **Settings > Set ICE Contacts** to add five contact numbers for setting these numbers as **In case of emergency calls** option.

Create Group

1. Press the **Right Soft Key**  on the contacts list screen to access **Options**.
2. Select **Settings > Create Group > enter the Group Name**.
3. Press the **Right Soft Key**  to **Save** the group name.
4. Press **Group > Name of the group > Left Soft Key**  from the contacts list to add contacts to the group.

Add Account

1. Press the **Right Soft Key**  on the contacts list screen to access **Options**.
2. Select **Settings > Add Account**.
3. You can sync contacts, data, or other information from multiple accounts, depending on the applications installed on your phone.

Calling

Make phone calls using a variety of calling features and services.

Making a Call

1. Dial the desired number and press the **CALL Key**  or the **OK Key**  to make the call.
2. If you make a mistake, you can delete the incorrect digits by pressing the **CLR Key** .
3. Press the **Right Soft Key**  to display more **Options**:
 - **Add to existing contact:** Add the entered number to add another number to the contact.
 - **Create new contact:** Create a new contact with the entered number.

Make a call from your call log

1. Press the **OK Key**  and **Call Log**  from the Home screen to access the call log.
2. Choose the contact you want to dial, and press the **CALL Key**  or the **OK Key**  to make the call.

Make a call from Contacts

1. From the Home screen, press the **Right Soft Key**  to access Contacts.
2. Choose the contact you want to dial, and press the **CALL Key**  or the **OK Key**  to make the call.

Making an emergency call

- If your phone has network coverage, dial the emergency number and press the **CALL Key**  to make an emergency

call. This option works without a SIM card or typing the PIN code.

Make an International call

3. To dial an international call, press the * key twice to enter + sign on the dial screen, enter the international country prefix followed by the complete phone number and press the **CALL Key**  or the **OK Key**  to make the call.

Calling your Voicemail

- Press and hold to call and listen to your voicemail.

NOTE: You must contact your network operator to check for service availability.

Setting/Checking the Voicemail

- Dial ***86** and press the **CALL Key**  or the **OK Key**  and follow the setup instructions.

NOTE:

- Voicemailbox not set up within 45 days will be canceled. Your voicemailbox is not password protected until you create a password by following the setup tutorial.
- Voicemail may not be available in some areas. Follow the setup instructions to password-protect your Verizon voicemail box.
- Verizon is not responsible for missed messages or deletions of messages from your voice mailbox, even if you have saved them.

Answering or Rejecting a Call

During an incoming call:

- Open the flip to answer, if **Settings**  > **Personalization** > **Answer Mode** > **Flip open to answer** is ON. Otherwise, press the **Left Soft Key**  or **CALL** to answer.
- Press the **Right Soft Key**  or the **End/Power Key**  to decline.
- Press the **OK Key**  to reject the call by sending a preset message.
- To mute the ringtone volume of an incoming call, press the **Volume Up/Down Key**.

Hang up a Call

During a call:

- Open the flip and press the **End/Power Key**  to end the call.
- Open the flip and close the flip to end the call.

Messaging

Use the messaging feature to send and receive text (SMS) and multimedia (MMS) messages.

Sending a Message

1. From the Home screen, press the **OK Key**  and select **Messages** .
2. Press the **Left Soft Key**  to write a **New** message.
3. Enter the recipient's phone number in the **To** bar or press the **Left Soft Key**  to add recipients from **Contacts**.
4. Use the **Navigation Key**  to go to the SMS bar and enter the message.
5. Press the **OK Key**  to SEND the text message.

Sending a Multimedia Message

MMS enables you to send video clips, images, photos, contacts and sounds to other compatible phones and email addresses by pressing the **Right Soft Key**  from an open text messages screen and then selecting **Add attachment**.

An SMS will be converted to MMS automatically when media files (image, video, audio, etc.) are attached.

NOTE: SMS messages longer than 160 characters will be charged as multiple SMS. SMS size will also be increased by specific letters (accent); hence, the recipient may receive multiple SMS.

Camera

Use the Camera app to take pictures.

From the Home screen, press the **OK Key**  and select **Camera** .

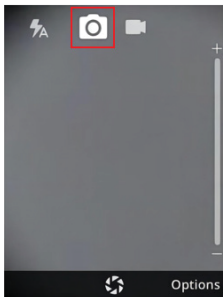
App Permission

The App Permission screen displays upon the first use of the Camera, asking for permission to know your location.

- Press the **OK Key**  to **Allow** or the **Left Soft Key**  to **Deny**.

Take a Picture

1. By default, the **Camera** mode is selected.



2. Position the object or landscape in the screen and press the **OK Key**  to click a photo.
3. Photos are automatically saved to the Gallery app.
4. After taking the photo, press the **Left Soft Key**  to **Preview**.

- Press the **Left Soft Key**  to select **Zoom**.
- Press the the **Right Soft Key**  to Zoom In and the **Left Soft Key**  to Zoom Out.

Options

Before clicking the picture, press the **Right Soft Key**  to access **Options** and the Left and Right **Navigation Key**  to select any of the below options:

- **Flash:** Select the flash modes as Auto, On, or Off.
- **Camera Resolution:** Select the resolution as High, Standard, or Low.
- **Self Timer:** Sets the time a photo is taken after pressing the OK Key .
- **Grid:** Adds grid lines to the photo screen to help take better photos by using grid lines to align photo images.
- **Gallery:** Select Go to Gallery to view photos previously taken.
- **Modes:** Select to switch between Photo and Video mode.

Record a Video

1. Press the Right of the **Navigation Key**  to switch to the Video mode.



2. Press the Up or Down of the **Navigation Key**  to zoom the lens in and out.
3. Press the **OK Key**  to record a video, and press again to stop recording. Videos will be automatically saved to the **Video**  app.
4. After recording the video, press the **Left Soft Key**  to **Preview**.
5. Press the **Right Soft Key**  to access **Options** and the Left and Right Navigation Key to select any of the below options:
 - **Flash:** Select the flash modes as Auto, On, or Off.
 - **Video Resolution:** Select the resolution as High, Standard, or Low.
 - **Video:** Select Go to Video to view the videos previously recorded.
 - **Modes:** Select to switch between Photo and Video mode.

Internet

Browse the Web

To connect to the internet

1. Press the **OK Key**  from the Home screen and select **Internet** .
2. Select **Search Internet** or enter URL.
3. Enter a web address you want to browse and select **GO**.
4. Use the Up and Down of the **Navigation Key**  to move the mouse cursor in the browser.
5. Press the **Right Soft Key**  to access and select any of the options below:
 - Search Internet
 - Go back
 - Go forward
 - Refresh
 - Minimize browser
 - Share
 - Pin to
 - Settings
 - Quit browser
 - Hide shortcut tips
6. Press the **Left Soft Key**  to access **Home**  and select any of the options below:
 - Search Internet
 - History

- KaiStore
 - Facebook
7. Press the **OK Key**  to **SELECT** and enter the selected option and **Left Soft Key**  to **Return** to the previous page.

Clear Browing History

1. Access **Internet** 
2. Select **History**.
3. Press the **Right Soft Key**  to **Clear All** the browsing history.
4. Confirm the prompt to clear the history.

Email

Setup E-Mail

From the Home screen, press the **OK Key**  and select E-Mail.

An E-mail wizard will guide you through the steps to set up an e-mail account; press the **Right Soft Key** to continue.

1. Enter the name and email for the account you want to set up.
2. Press the **Right Soft Key**  to access **Next**, enter the account's password, and press the **Right Soft Key**  If your service provider does not provide the account you entered on the phone; you will be prompted to set up your e-mail manually.
3. To add another email account, you can press the **Right Soft Key**  to access **Options > Settings > Add**.

Send E-Mail

1. Press the **Left Soft Key**  to compose a new email from the Inbox screen.
2. Enter recipient(s) email address(es) in the To field, and press the **OK Key**  to confirm and add new recipient(s).
3. Type the subject and the content of the message. You may use your voice to enter the subject and content of your emails by pressing and holding the **OK Key** .
4. Press the **Right Soft Key**  to **Add cc/bcc** or **Add attachment** to the message.
5. Press the **Left Soft Key**  to **Send**.

KaiStore

The **KaiStore** is a digital library of applications (apps) that you can install directly on your phone. These applications are tools that can be used to do many different things, like chat with friends, share pictures, watch a video, learn new things, and more.

The KaiStore comes pre-installed on KaiOS devices and has over 700 applications.

1. To access KaiStore, press the **OK Key**  from the Home screen and select **KaiOS** .
2. Search for the desired app, press the **OK Key**  to **SELECT** and download the apps and games to fulfill the needs of daily life, work, and entertainment.

KaiWeather

Stay up-to-date with reliable weather forecasts and conditions wherever you are, at any time, with alerts and reports from the most trusted source in weather.

1. From the Home screen, press the **OK Key**  and select **KaiWeather** .
2. Press the **Left Soft Key**  to select **City** and select **Add** a location in the app.
3. Press the **OK Key**  to **SELECT** the location.
4. You can view the weather forecast and conditions of the selected location.
5. Press the **Right Soft Key**  to access **Settings**:
 - **Temperature Unit:** You can view the temperature unit in **°C or °F**.
 - **Wind Speed:** You can view the wind speed in **km/h, mph, or m/s**.
 - Terms of Services
 - Version

News

The News brings a personalized quality news experience. Choose your region and language to read the best coverage of current events in different categories such as Top Stories, Technology, Sports, Entertainment, Lifestyle, and Finance.

1. From the Home screen, press the **OK Key**  and select **News** .
2. Select the location you wish to view the news.
3. Press the **Right Soft Key**  to select **Next**.
4. Select the topics you are more interested in receiving news.
5. Press the **OK Key**  to **SELECT** individual categories.
6. Press the **Left Soft Key**  to select **All** categories.
7. Press the **Right Soft Key**  to select **Finish**. You can view the news of the selected region.
8. Press the **Left Soft Key**  to **Refresh** the current page.
9. Press the Left and Right of the **Navigation Key**  to view different news categories.
10. Press the **Right Soft Key**  to access **Options**:
 - Change Region
 - Update Categories
 - Settings
 - Terms of Services

Verizon Cloud

Verizon Cloud offers secure online storage to back up your contacts and sync them with your other Cloud-connected devices

For more info, go to <http://vzw.com/cloud>.

1. From the Home screen, press the **OK Key**  and select **Cloud** .
2. The first time you open the Verizon Cloud app on your mobile device, you must complete the setup process. Your contacts will sync automatically at regular intervals when the process is complete.

Music

Use the music player to listen to your favorite tracks.

You can transfer music files and download music directly to your phone using the USB cable that came with your phone.

To access Music, press the **OK Key**  from the Home screen and select **Music** .

Note

From the Home screen, press the **OK Key** and select **Note** .

1. Press the **Left Soft Key**  to add **New** note > enter the contents > press the **Right Soft Key**  to **Save**.
2. Press the **Right Soft Key**  on the notes list to access **Options**:
 - Delete
 - Share
 - Select multiple
 - Search
 - Sort by
3. Use the **Navigation Key**  to select the note.
4. Press the **OK Key**  to view the details.
5. Press the **OK Key**  to edit and **Right Soft Key**  to Save the edit.

Video

The Video acts as a media player for you to view videos.

1. From the Home screen, press the **OK Key**  and select **Video** .
2. Press the **Left Soft Key**  to enter the **Camera** to record a video. For more information on video recording, see [Record a Video](#).
3. Use the **Navigation Key**  to select a recorded video, and press the **OK Key**  to play the video.
4. Press the **Right Soft Key**  to access **Options** and the Left and Right Navigation Key to select any of the below options:
 - Share
 - File info
 - Delete
 - Select Multiple

Clock

From the Home screen, press the **OK Key**  and select **Clock** .

Alarm

1. From the Home screen, press the **OK Key**  and select **Clock**  > **Alarm**.
2. Press the **Left Soft Key**  to add a **New** alarm. The following options will appear:
 - **Time** - Select to set the alarm time.
 - **Repeat** - Select the days you want your alarm to go OFF.
 - **Sound** - Select a ringtone for the alarm.
 - **Vibrate** - Select to activate the vibration.
 - **Alarm Name** - Press to enter a name for the alarm.
3. Press the **Right Soft Key**  to **Save** the new alarm.
 - **Edit an Alarm:** Select the alarm to edit > press the **Right Soft Key**  to access **Options** > press **Edit**.
 - **Delete/Delete All Alarm:** Select alarm to delete > press **Right Soft Key**  to access **Options** > press **Delete** or **Delete all**.

Timer

1. From the Home screen, press the **OK Key**  and select **Clock**  > **Timer**.
2. Press the **OK Key**  and then the Left or Right of the

Navigation Key  to edit Hour, Minute, and Second.

3. Press the **OK Key**  to **START** the timer.
 - When the Timer is ongoing, press the **OK Key**  to **PAUSE** and **RESUME** to continue the timer.
 - Press the **Right Soft Key**  to add 1 minute.
 - Press the **Left Soft Key**  to **Reset** the timer when the timer is paused.
4. Once the timer is reset, press the **Right Soft Key**  to select **Settings** such as:
 - Snooze
 - System Alarm Volume
 - Vibrate
 - Sound

Stopwatch

1. From the Home screen, press the **OK Key**  and select **Clock**  > **Stopwatch**.
2. Press the **OK Key**  to **START** the Stopwatch.
 - When the Stopwatch is ongoing, press the **Right Soft Key**  to record the **Lap**.
 - Press the **OK Key**  to **PAUSE** the stopwatch.
 - Press the **OK Key**  to **RESUME** the stopwatch when the stopwatch is paused.
 - Press the **Left Soft Key**  to **Reset** the stopwatch and clear lap times.

File Manager

From the Home screen, press the **OK Key**  and select **File Manager** .

File Manager displays all data stored on the phone and the microSD card, including applications, media files downloaded from **KaiStore** , or other locations; videos, pictures, or audios you have captured; other data transferred via Bluetooth, USB cable, etc.

When you download an application from a PC to a phone/microSD card, you can locate the application using File Manager, then touch it to install it on your phone.

File Manager allows you to perform the following operations: create (sub) folder, open folder/file, view, rename, move, copy, delete, play, share, and much more.

Calendar

Use the Calendar to keep track of important meetings, appointments, etc.

View Calendar

1. From the Home screen, press the **OK Key**  and select **Utilities > Calendar** .
2. Press the **OK Key**  to view the **CALENDAR**. You can display the Calendar in Day, Week, Month view.
3. Press the **Right Soft Key**  to select **Options** such as:
 - Week view
 - Day view
 - Go to date
 - Search
 - Calendar to display
 - Settings

Create New Event

1. Press the **Left Soft Key**  to **Add** new events from any Calendar view.
2. Fill in all required information for this new event.
3. Press the **OK Key**  to select **All-day event** if it is a wholeday event.
4. Press the **Right Soft Key**  to **Save**.

Delete and Edit Event

After creating a new event, use the **Navigation Key**  under the Month or Day view to move to the event.

1. Press the **OK Key**  to show the events list.
2. Press the **Left Soft Key**  to **Delete**.
- or-
3. Press the **Right Soft Key**  to **Edit**.

Event reminder

If a reminder is set for an event, the upcoming event will appear on the Status bar as a notification when the reminder time arrives.

Utilities

Calculator

1. From the Home screen, press the **OK Key**  and select **Utilities > Calculator** .

 - 0-9: Input numbers
 - *: Decimal(.)
 - #: +/-
 - Right Soft Key: Clear All
 - Left Soft Key: Clear

ToDo

1. From the Home screen, press the **OK Key**  and select **Utilities > ToDo** .
2. Press the **Left Soft Key**  to add a **New** task list.
3. Enter the List Name.
4. Press the **Right Soft Key**  to **Create**.
5. Press the **Right Soft Key**  to access **Options** such as:
 - Edit
 - Delete
 - Delete all

Recorder

1. From the Home screen, press the **OK Key**  and select **Utilities > Recorder** .
2. Press the **Left Soft Key**  to create a **New** recording.

3. Press the **OK Key**  to start recording and press the **Right Soft Key**  to **Done**.
4. Use the **Navigation Key**  to select the recording you want to playback.
5. Press the **OK Key**  twice to play.
6. Press the **Right Soft Key**  to access **Options** such as:
 - Delete
 - Share
 - Select multiple
 - Rename
 - Save as ringtone
 - Save to music library
 - Settings

Gallery

The Gallery app provides one location to view and organize all your saved photos.

1. From the Home screen, press the **OK Key**  and select **Gallery** .
2. Press the **Left Soft Key**  to switch Favorites and Gallery list.
3. Use the **Navigation Key** to select an image and press the **OK Key**  to open and view the image.
4. Press the **Right Soft Key**  to access the Options:
 - **Delete:** Delete the selected photo.
 - **Edit:** Select this option to adjust exposure value, rotate the photo, crop, add filters, and auto-correction.
 - **Add to favorites/Remove from favorites:** Add/Remove the selected photo to/from the Favorites list.
 - **Share:** Share the photo via Email, Messages, Bluetooth, etc.
 - **Select multiple:** This allows you to select more than one photo in the Gallery.
 - **File info:** Displays file name, size, image type, date taken, resolution, and path.
 - **Sort and group:** Sorts photos by date and time or groups by date.

Network & Connectivity

From the Home screen, press the **OK Key**  > **Settings**  > **Network & Connectivity**.

Airplane Mode

When Airplane mode is ON, all wireless connections are disabled simultaneously, including Wi-Fi and Bluetooth.

1. Press the **OK Key**  to enter **Airplane mode**.
2. Press the **Navigation Key**  to select ON or OFF, then press the **OK Key**  to confirm.

Mobile network & data

Carrier

Press the **OK Key**  to select the Network type. The default is **Automatic**.

Data connection

If you do not need to transmit data on all mobile networks, turn OFF **Data Connection** to avoid incurring significant charges for data use on local operator mobile networks, particularly if you do not have a mobile data agreement.

Data counter

Press the **OK Key**  to enable the **Data counter** option. You can view:

- Data limit
- Data warning
- Counter reset date

Data roaming

Press the **OK Key** ■ to enable the data roaming facility.

APN settings

Press the **OK Key** ■ to select **Data settings** and **IMS settings**.

Wi-Fi

Wi-Fi will allow you to surf the internet without using your device network when in range of a wireless network.

1. Press the **OK Key** ■ to enter Wi-Fi.
2. Press the **Navigation Key** ◁ to select ON/OFF.
3. Press the **OK Key** ■ to turn ON the Wi-Fi.
4. Press the **Up** and **Down** of the **Navigation Key** ◁ to select **Available networks**, then press the **OK Key** ■ to enter all available networks list, select one, and press the **OK Key** ■ to configure the access point and connect your phone.

NOTE: You may need to enter a password if applicable.

5. Press the **Up** and **Down** of the **Navigation Key** ◁ to select **Advanced settings**, then press the **OK Key** ■ to set more options.

Bluetooth

Bluetooth allows your phone to exchange data (videos, images, music, etc.) with other Bluetooth devices within a close range, such as another phone, computer, printer, headset, car kit, and so on.

1. Press the **OK Key** ■ to enter Bluetooth.
2. Press the **Navigation Key** ◁ to select ON, then press the **OK Key** ■ to turn on Bluetooth.
 - **Visible to all** - Press the **OK Key** ■ to enter, and select ON to view the list of visible devices.

- **My phone's name** - Press the **OK Key**  to enter, edit the name, and press the **Right Soft Key**  to **Save**.
- **Nearby devices** - Press the **OK Key**  to enter the nearby devices list > use the **Navigation Key**  to select the required device > press the **OK Key**  to confirm > press the **Right Soft Key**  to **Pair**.
- **Paired devices** - You can review the paired devices by pressing **Bluetooth > Paired devices**.

Geolocation

KaiOS uses GPS and additional supplemental information such as Wi-Fi and mobile networks to approximate your location. Location data may be used by KaiOS and service providers to improve the accuracy and coverage of the location databases.

1. Press the **OK Key**  to enter Geolocation.
2. Press the **Navigation Key**  to select ON or OFF and press the **OK Key**  to confirm.

SIM manager

The SIM manager allows you to set SIM PIN, which prevents access to the SIM card cellular data networks.

1. Press the **OK Key**  to enter **SIM manager**.
2. Select **SIM security > SIM PIN** to select ON or OFF and press the **OK Key**  to confirm.
3. Select **Change SIM PIN**.

NOTE: This option is available only if the **SIM PIN** is ON.

4. Enter the **SIM PIN** > enter the new PIN twice > press the **Right Soft Key**  to choose **Done**.

Call settings

Explore features and functionalities associated with making or answering calls.

1. Press the **OK Key**  to enter **Call Settings**.
2. Select **Assisted dialing** and select the available options:
 - Assisted dialing
 - Reference country
 - Location

Wi-Fi Calling

Wi-Fi Calling improves call quality when indoors.

1. Press the **OK Key**  to enter Wi-Fi Calling and select ON or OFF.
2. When Wi-Fi calling is ON, enter your Emergency Location information. Press the **Right Soft Key**  to Save.
3. Select **When Roaming** to enable Wi-Fi calling feature while roaming.
 - Select the Cellular Preferred and Wi-Fi Preferred.

Mobile Hotspot & USB Tethering

You can share your device's internet connection with a single USB connected device.

NOTE: Turning ON the Mobile Hotspot & USB Tethering option automatically turn OFF the Wi-Fi network.

1. Press the **OK Key**  to enter **Mobile Hotspot & USB Tethering**.
2. Press the **OK Key**  to turn ON/OFF.

Wireless Emergency Alerts

A Wireless Emergency Alert is a public safety notification system that allows authorized agencies to send text-like messages to wireless device owners to alert them of emergencies.

1. Press the **OK Key** ■ to enter Wireless emergency alerts.
2. Select **Alert inbox** to view received alerts.
3. Select any listed alerts and press **OK Key** ■ to turn ON/OFF.
 - Presidential alerts - This option cannot be turned **OFF**.
 - Extreme alert
 - Severe alert
 - AMBER alert
 - Public safety alert
 - State/Local test alert
 - Test alerts
4. Select **Alert Reminder** and press any of the below options, as applicable.
 - Once
 - Every 2 minutes
 - Every 15 minutes
 - Off
5. Select **WEA Vibrate** to receive alerts through vibration.
6. Select **WEA Sound** to set a notification sound for the alerts.
7. Select **WEA ringtone** to set a tone for the alerts.

Personalisation

From the Home screen, press the **OK Key** ■ > **Settings**  > **Personalization**.

Sound

To adjust Volume

1. Press the **Volume Up/Down** button on the right side of the device to adjust the **Ringtone & Alerts** volume.
-or-
2. Press the **OK Key** ■ to enter **Sound > Volume** to adjust the volume for Media, Ringtones & alerts, and Alarm.

To adjust Tones

1. Press the **OK Key** ■ to enter **Sound > Tones**.
2. Under Tones, you may select your preference on Vibrate, Ringtones and Notification alerts, and Manage tones.

To adjust Other Sounds

1. All other sounds that are related to Dial Pad or Camera can be adjusted here.

Display

To change Wallpaper

1. Press the **OK Key** ■ > **Display > Wallpaper**.
2. Press **Gallery** to select from Images that are stored on your device.
3. Press the **Camera** to take a picture of the Wallpaper you would like to use/store.
4. Press **Wallpaper** to select from pre-loaded Wallpaper.

To adjust Brightness

1. Press the **OK Key** ■ > **Display** > **Brightness**.
2. Select desired brightness by pressing the Left or Right of the **Navigation Key** □.

To adjust the Screen timeout

1. Press the **OK Key** ■ > **Display** > **Screen timeout**.
2. Select when you would like your screen to turn OFF from the displayed list and press **OK Key** ■ to confirm the selection.

To select Battery percentage

1. Press the **OK Key** ■ > **Display** > **Battery percentage**.
2. Press **OK Key** ■ to turn ON/OFF.

Search

Search engine

1. Press the **OK Key** ■ > **Search** > **Search engine**.
2. Select preferred default search engine from:
 - Bing
 - DuckDuckGo
 - Google
 - Recommended
 - Yahoo

Search suggestions

1. Press the **OK Key** ■ > **Search** > **Search suggestions**.
2. Press the **OK Key** ■ to select **Yes/No**.

Notifications

1. Press the **OK Key** ■ to enter **Notifications**.
2. Press the **OK Key** ■ to select **Yes/No** to enable or disable having notifications show on the lock screen.
3. Press the **OK Key** ■ to select **Yes/No** to enable or disable having contents show on the lock screen.
4. Select **App Notifications** to enable or disable having notifications when the available apps (such as Bluetooth, Calendar, Call Log, Cloud, KaiPay, etc.) receive new notifications.

Date & time

To change the Date

1. Press the **OK Key** ■ to enter **Date & time**.
2. Press the **Date** option to adjust the date, month, and year.
3. Press the **OK Key** ■ to confirm.

To change the Time

1. Press the **Time** option to adjust the time and minutes. You can also adjust the **Time Zone** and **Time format** on this page.
2. Press **Clock** and select either to **Show** or **Hide** the clock display on the Home screen.

Language

Your device can be operated using English and Spanish.

To change the language

1. Press the **OK Key** ■ to enter **Language**.
2. Press the **Navigation Key** to select the desired language

preference.

3. Press the **OK Key**  to confirm.

Privacy & Security

From the Home screen, press the **OK Key** ■ > **Settings**  > **Privacy & Security**.

Screen lock

You can lock the phone screen by creating a password to protect your phone and privacy.

1. Press the **OK Key** ■ to enter the **Screen lock**.
2. Press the **OK Key** ■ and select ON to enable screen lock on the Screen lock screen.
3. Enter the desired passcode twice and press the **Right Soft Key**  to **Create**.

App permissions

You can configure permissions for apps that want to access the geolocation information.

1. Press the **OK Key** ■ to enter **App permissions**.
2. Press an app and choose whether to Ask, Deny, or Grant Geolocation permissions to the selected app.
3. Press **OK Key** ■ to confirm the selection.

Do not track

1. Press the **OK Key** ■ to enter **Do not track**.
2. Select whether you want to allow websites to track your browsing.
3. Press **SAVE** to save your preference.

About KaiOS

You can view your device's operating system.

1. Press the **OK Key**  to enter **About KaiOS**.
2. You can SELECT the following:
 - Welcome to KaiOS
 - I am over the age of 16
 - I want to help by sending analytics data
 - Use my data to improve my advertising experience

Storage

From the Home screen, press the **OK Key** ■ > **Settings**  > **Storage**.

- Select **Clean Up Storage** to delete the old wanted files from your device.

USB storage

You can copy files between your phone and computer.

1. Press the **OK Key** ■ to enter **USB storage**.
2. Press the **OK Key** ■ to select **Enabled/Disabled**.

NOTE: Enabling USB storage allows another computer or device connected using USB to access files on this phone.

3. Connect your phone to a computer with a compatible USB cable.
4. On your computer, open file manager, and browse your phone. You can see the content stored on your phone.
5. Drag and drop items between your phone and computer.

Default media location

Your phone will provide you with two options: Internal or SD Card. Changing the default media storage location will affect where all media will be saved by default.

1. Press the **OK Key** ■ to enter the **Default media location**.
2. Select the preferred memory location.

NOTE: A memory card must be inserted into the device to view the storage location options.

Media

You can view the total space/free space of media files in your phone memory.

1. Press the **OK Key** ■ to enter **Media**.
2. Press the **OK Key** ■ to view the amount of memory used by each media file.
 - Music
 - Pictures
 - Movies
 - Others
 - Space left

Application data

You can view the total space/free space of applications in your phone memory.

1. Press the **OK Key** ■ to enter **Application data**.
2. Press the **OK Key** ■ to view the amount of memory each application uses on the device.

Device

From the Home screen, press the **OK Key** ■ > **Settings**  > **Device**.

Device information

You can view information about your device, including the Model, Software version, and legal information.

1. Press the **OK Key** ■ to enter the **Device information**.
2. Press **Software update** to check for the latest system update and view the system update history.
3. Press **More information** to view the OS version, Hardware revision, MAC address, IMEI, Build number, ICCID, Platform version, Build identifier and Bluetooth address..
4. Press **Legal information** to view the **KaiOS License Terms** and **Open Source Licenses**.
5. Press **About Phone** > **Status** to view the IMS registration Status, Service state, Mobile Network State, and Signal strength.

Download Manager

You can view the list of downloaded apps on your device.

1. Press the **OK Key** ■ to enter the **Device Manager**.
2. You can view the list of file downloads that are initiated.

Battery

1. Press the **OK Key** ■ to enter the **Battery**.
2. You can view the current battery level and enable the **Power Saving Mode**.

NOTE: Turning the **Power saving mode** ON will turn OFF the phone data, Bluetooth, and Geolocation to extend the battery life.

3. You can select to turn ON the **Power saving mode** automatically once there is 5, 10, or 15 percent battery remaining.

Accessibility

1. Press the **OK Key**  to enter **Accessibility**.
2. Press **Invert colors** and select ON/OFF to enable.
3. Press **Backlight** and select ON/OFF to enable.
4. Press **Large text** and select ON/OFF to enable large text.
5. Press **Captions** and select ON/OFF to enable.
6. Press **Readout** and select ON/OFF to enable.
7. Press **Mono audio** and select ON/OFF to enable.
8. Select the desired **Volume balance** by pressing the Left or Right of the **Navigation Key** .
9. Press **Keypad vibration** and select ON/OFF to enable.
10. Press **Hearing Aid Compatibility** (HAC) and select ON/OFF to enable.
11. Press **RTT** and select ON/OFF to enable the Real-time text help.

Account

KaiOS account

To create a KaiOS account, press the **OK Key**  from the Home screen > select **Settings**  > **Account** > **KaiOS account**.

Create Account

1. Select **Create Account** and press the **OK Key**  to confirm.
2. Read About KaiOS Account and press the **Right Soft Key**  to **Accept**.
3. Set or enter Region, Account Number, Password, Confirm password, and press the **Right Soft Key**  to **Next**.
4. Fill in the date of birth, select the gender, and press the **Right Soft Key**  to **Next**.
5. Add an e-mail or alternative phone number for password retrieval, then press the **Right Soft Key**  to **Next**.
6. Enter the confirmation code and press the **Right Soft Key**  to **Next**.
7. Prompt “Account has been created, remember to verify e-mail/alternative phone number is displayed.
8. Press the **Right Soft Key**  to **Next**.
9. Jump to the KaiOS Account interface.

Anti-theft

Anti-theft feature can be enabled only after logging in to your KaiOS Account.

Add Account

1. Press **Add Account** to set up an E-Mail on KaiOS.
2. Press the **OK Key** ■ to select **Google** and sign in to the Google account.
3. Press the **OK Key** ■ to select **ActiveSync** to sync and E-Mail, contacts, or calendar.

Safety Hazards

Do not operate the phone in an environment that might be susceptible to radio interference resulting in danger.

FCC Statement

This device with **FCC ID: 2ABGH-R320L** complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:

1. This device may not cause harmful interference.
2. This device must accept any interference received, including interference that may cause undesired operation.

This equipment has been tested and found to comply with the limits for a Class B digital device under Part 15 of the FCC Rules. These limits are designed to protect reasonably against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used under the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. Suppose this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off. In that case, the user is encouraged to try to correct the interference by one of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

Caution: Any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate this equipment.

This transmitter must not be co-located or operating in conjunction with any other antenna or transmitter.

FCC SAR Warning

This device meets the government's requirements for exposure to radio waves. This device is designed and manufactured not to exceed the emission limits for exposure to radiofrequency (RF) energy set by the Federal Communications Commission of the U.S. Government.

The exposure standard for wireless devices employs a unit of measurement known as the Specific Absorption Rate or SAR. The SAR limit set by the FCC is 1.6W/kg. Tests for SAR are conducted using standard operating positions (10mm) accepted by the FCC, with the device transmitting at its highest certified power level in all tested frequency bands.

HAC Statement

Your phone is compliant with the FCC Hearing Aid Compatibility requirements.

The FCC has adopted HAC rules for digital wireless phones. These rules require certain phones to be tested and rated under the American National Standard Institute (ANSI) C63.19-2011 hearing aid compatibility standards. The ANSI standard for hearing aid compatibility contains two types of ratings:

- **M-Ratings:** Rating for less radio frequency interference to enable acoustic coupling with hearing aids.
- **T-Ratings:** Rating for inductive coupling with hearing aids in telecoil mode.

Not all phones have been rated. A phone is considered hearing

aid compatible under FCC rules if it is rated M3 or M4 for acoustic coupling and T3 or T4 for inductive coupling. These ratings are given non a scale from one to four, where four is the most compatible.

Battery Use

Handle and store batteries properly to avoid injury or damage. Most battery issues arise from improper handling of removable batteries and, particularly, from the continued use of damaged batteries.

1. Do not disassemble or open, crush, bend or deform, puncture or shred.
2. Do not modify or remanufacture, attempt to insert foreign objects into the battery, immerse or expose to water or other liquids, expose to fire, explosion or other hazard.
3. Only use the battery for the system for which it is specified.
4. Only use the battery with a charging system that has been qualified with the system per CTIA Certification Requirements for Battery System Compliance to IEEE 1725. Use of an unqualified battery or charger may present a risk of fire, explosion, leakage, or other hazard.
5. Do not short circuit a battery or allow metallic conductive objects to contact battery terminals.
6. Replace the battery only with another battery that has been qualified with the system per this standard, IEEE-Std-1725. Use of an unqualified battery may present a risk of fire, explosion, leakage or other hazard. Only authorized service providers shall replace battery. (If the battery is non-user replaceable).
7. Promptly dispose of used batteries in accordance with local regulations.
8. Battery usage by children should be supervised.
9. Avoid dropping the phone or battery. If the phone or battery is dropped, especially on a hard surface, and the user suspects damage, take it to a service center for inspection.
10. Improper battery use may result in a fire, explosion or other

hazard.

11. Do not replace an embedded battery pack. Improper replacement may present a risk of fire, explosion, leakage or other hazard. Contact the manufacturer for replacement instructions.
12. The phone identifies the battery by the NTC Pin.
13. The phone shall only be connected to CTIA Certification certified adapters, products that bear the USB-IF logo or products that have completed the USB-IF compliance program.
14. Improper battery use may result in a fire, explosion or other hazard. The recommended charging and discharging temperature range of the device is charging is $0^{\circ}\text{C} \sim 40^{\circ}\text{C}$ and discharging is $0^{\circ}\text{C} \sim 45^{\circ}\text{C}$. The temperature shock range that this device can withstand for a short period of time without being damaged is $-30^{\circ}\text{C} \sim 70^{\circ}\text{C}$.

Troubleshooting

Here are a few things you can try before contacting the service center.

My phone has not responded for several minutes.

- Restart your phone by pressing and holding the End/Power Key.

My phone turns off by itself.

- Check that your screen is locked when you are not using your phone, and make sure the End/Power Key is not incorrectly used due to an unlocked screen.
- Check the battery charge level.

My phone cannot connect to a network or displays 'No service'.

- Try connecting in another location.
- Verify the network coverage with your service provider.
- Check with your service provider that your SIM card is valid.
- Try selecting the available network(s) manually.
- Try connecting at a later time if the network is overloaded.

My phone cannot connect to the Internet.

- Check that the IMEI number is the same as the one printed on your warranty card or box.
- Make sure that the internet access service of your SIM card is available.
- Check your phone's Internet connecting settings.
- Make sure you are in a place with the network coverage.
- Try connecting at a later time or at another location.

Unable to make outgoing calls.

- Make sure you have dialed a valid number and have pressed the Call Key .
- For international calls, check the country and area codes.
- Make sure your phone is connected to a network and the network is not overloaded or unavailable.
- Check your subscription status with your service provider (credit, SIM card valid, etc.).
- Make sure you have not barred outgoing calls.
- Make sure that your phone is not in airplane mode.

Unable to receive incoming calls.

- Make sure your phone is switched on and connected to a network (check for overloaded or unavailable network).
- Check your subscription status with your service provider (credit, SIM card valid, etc.).
- Ensure you have not forwarded incoming calls.
- Ensure that you have not barred certain calls.
- Ensure that your phone is not in airplane mode.

I cannot find my contacts.

- Make sure your SIM card is not broken.
- Make sure your SIM card is inserted properly.
- Import all contacts stored on the SIM card to the phone.

The sound quality of the calls is poor.

- You can adjust the volume during a call by pressing the Volume Up/Down Key.

- Check the network strength .
- Ensure that your phone's receiver, connector, or speaker is clean.

I am unable to add a contact to my contacts

- Make sure that your SIM card contacts are not full; delete some files or save the files in the phone contacts.

My callers are unable to leave messages on my voicemail.

- Contact your service provider to check service availability.

I cannot access my voicemail.

- Ensure your service provider's voicemail number is correctly entered in "Voicemail number".
- Try later if the network is busy.

I am unable to send and receive MMS.

- Check your phone memory availability, as it might be full.
- Contact your service provider to check service availability and check MMS parameters.
- Verify the server center number or your MMS profile with your service provider.
- The service center may be swamped; try again later.

SIM card PIN locked.

- Contact your service provider to obtain the PUK code (Personal Unblocking Key).

I am unable to download new files.

- Make sure there is sufficient phone memory for your download.

- Check your subscription status with your service provider.

Others cannot detect the phone via Bluetooth.

- Ensure the Bluetooth is turned ON and your phone is visible to other users.
- Make sure that the two phones are within Bluetooth's detection range.

How to make your battery last longer.

- Make sure you follow the complete charge time.
- After a partial charge, the battery level indicator may not be exact.
- Wait for at least 20 minutes after removing the charger to obtain an exact indication.
- Switch OFF the back light upon request.
- Extend the email auto-check interval for as long as possible.
- Exit background-running applications if they are not being used for a long time.
- Deactivate Bluetooth, Wi-Fi, or GPS when not in use.

