Z797C
User Manual

About This Manual

Thank you for choosing this ZTE mobile device. In order to keep your device in its best condition, please read this manual and keep it for future reference.

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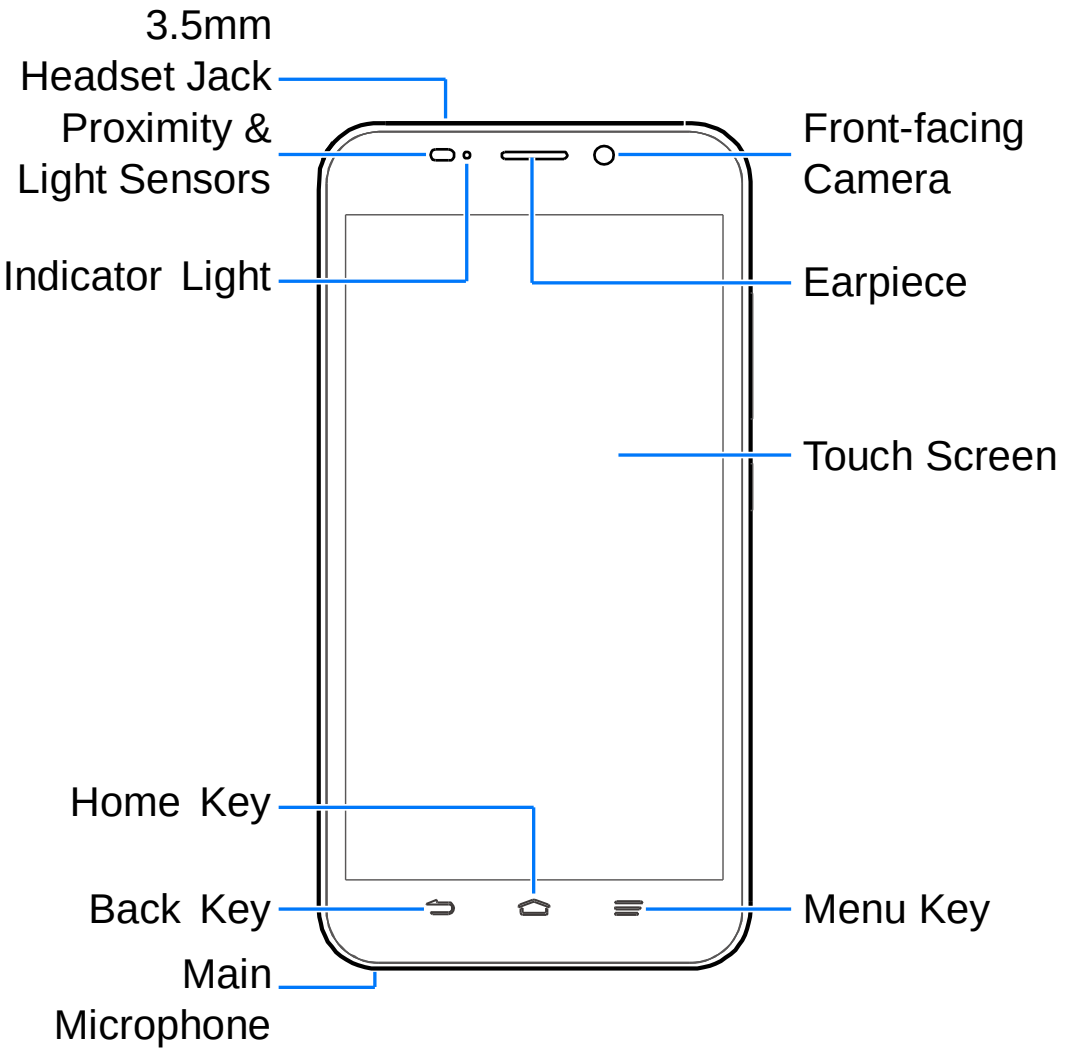
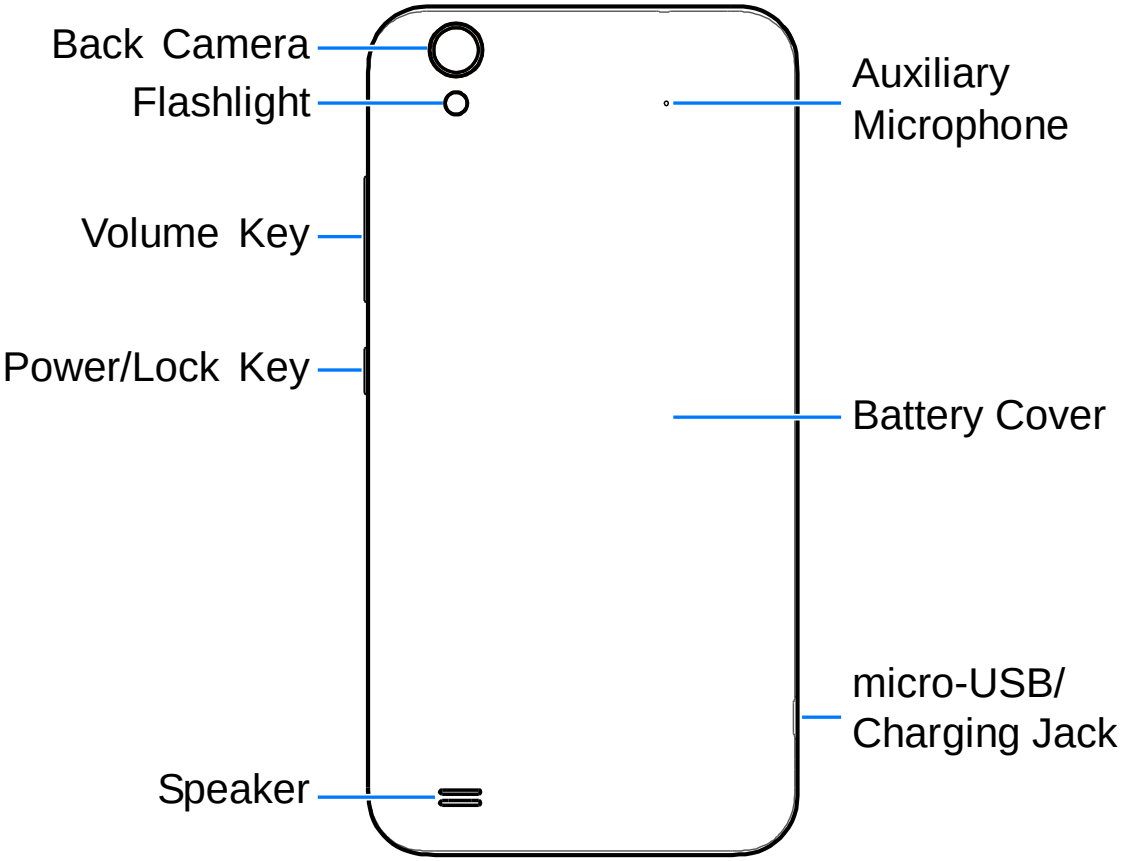
Getting Started

Getting to Know Your Phone





Knowing the Keys

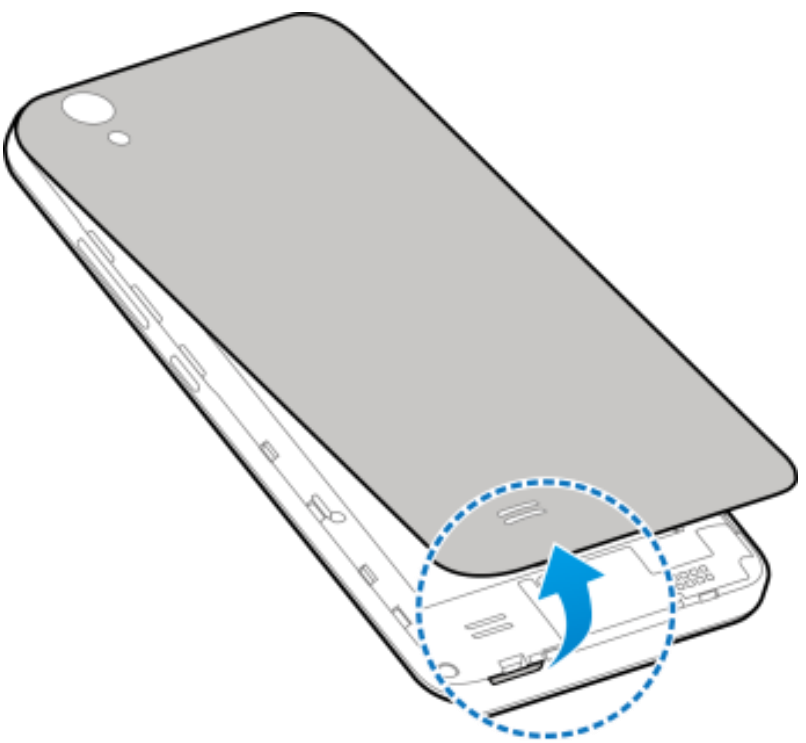
Key	Function
Power Key	• Press and hold to turn on or off airplane mode, enable/disable sound or vibration, restart, or power off. • Press to turn on or off the display.
Home Key	• Touch to return to the home screen from any application or screen. • Press and hold to open Google search. • Touch twice to see recently used apps.

Key	Function
Menu Key	Touch to get the options for the current screen.
Back Key	Touch to go to the previous screen.
Volume Key	Press or hold either end of the key to turn the volume up or down.

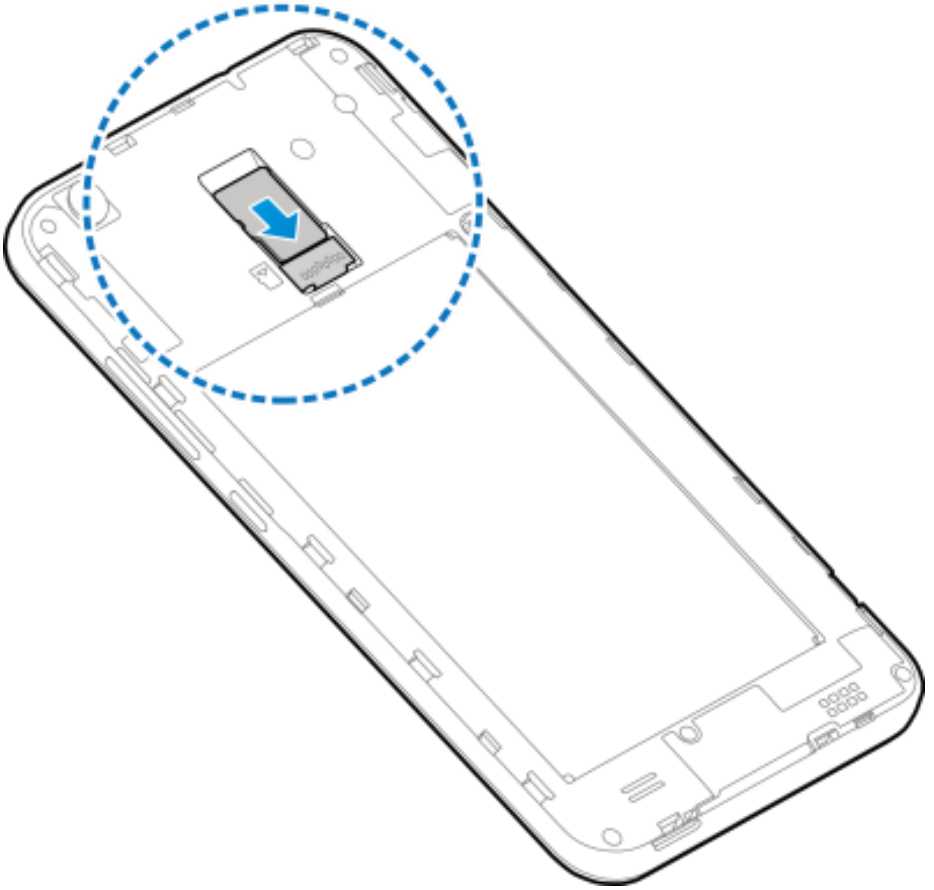
Installing the microSDHC™ Card

The microSDHC card can be installed and removed while the phone is turned on. Unmount the microSDHC card before removing it.

1. Remove the back cover.



2. Hold your microSDHC card with the metal contacts facing down and slide it into the microSDHC card slot.



NOTE: Your phone may come with a pre-installed microSDHC card. Some applications may not function normally after you remove the card, pre-installed or otherwise.

3. Align the back cover with the back of the phone and press the cover back into place. Make sure all the tabs are secure and there are no gaps around the cover.

Charging the Battery

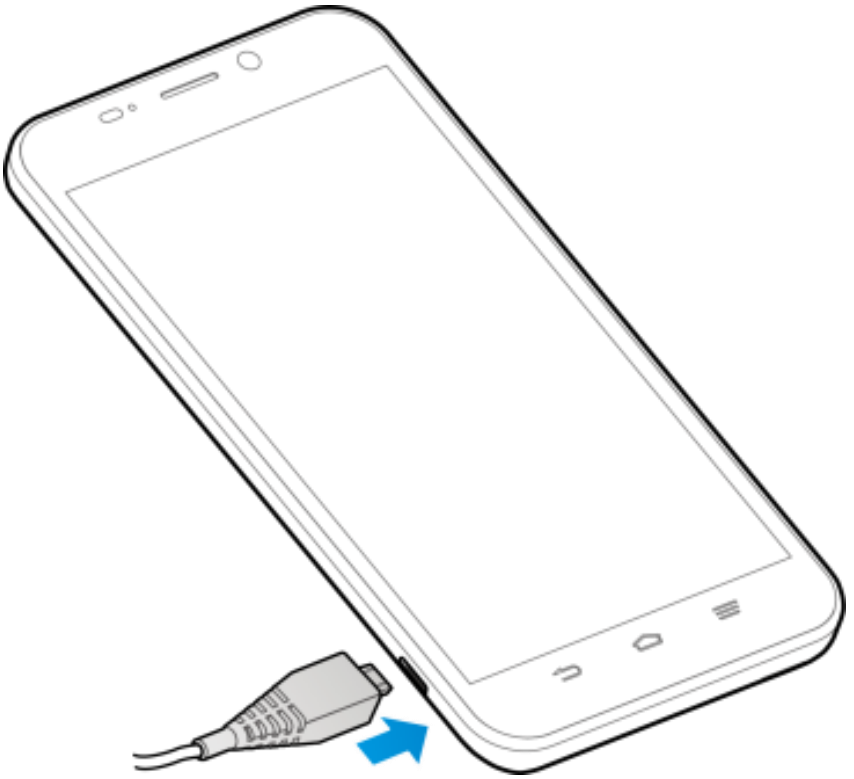
Your phone’s battery should have enough power for the phone to turn on, find a signal, and make a few calls. You should fully charge the battery as soon as possible.

If the battery is low, there will be a pop-up message on the screen. As you charge your phone, the screen will tell you the exact battery level each time you wake up your phone.

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

CAUTION: Do not change the built-in rechargeable battery in your phone by yourself. The battery can only be changed by ZTE or ZTE authorized service provider.

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



2. Connect the charger to a standard AC power outlet. If the phone is on, you'll see a charging icon, such as or ,

appear on the status bar.

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

Extending the Battery Life

Active applications, screen brightness levels, Bluetooth and Wi-Fi usage and GPS functionality can drain your battery. You can follow the helpful tips below to conserve your battery power:

- Reduce the screen backlight time.
- Lower the screen brightness.
- Turn auto-sync, Wi-Fi, and Bluetooth off when not in use.
- Disable the GPS function when not in use. Most applications using this function will periodically query the GPS satellites for your current location; each query drains your battery.

Powering On/Off

- Press and hold the **Power Key** to turn on your phone.
- To turn it off, press and hold the **Power Key** to open the options menu. Touch **Power off** and then touch **OK**.

Restarting the Phone

If the screen freezes or takes too long to respond, try pressing and holding the **Power Key** for about 10 seconds to restart the phone.

Setting Up for the First Time

When you first power on your phone after you purchase it or reset it to factory settings (see *Settings – Personal – Backup and Reset*), you need to do some settings before using it.

Touch the language field to select the language you want to use and then touch **Start**. Then follow the prompts to set up Wi-Fi, Google Account, Google location and other options.

Locking/Unlocking the Screen and Keys

Your phone allows you to quickly lock the screen and keys when not in use and to turn the screen back on and unlock it when you need it.

To lock the screen and keys:

To quickly turn the screen off and lock the keys, press the **Power Key**.

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

To unlock the screen and keys:

1. Press the **Power Key** to turn the screen on.
2. Touch and hold any blank area of the screen.

   - or -

You can touch the bottom of the screen and slide left to access a few basic functions such as People, Phone, and Camera.

NOTE: If you have set an unlock pattern, a face lock, a PIN or a password for your phone (see the chapter *Personalizing – Protecting Your Phone With Screen Locks*), you'll need to draw the pattern, look at the front-facing camera, or enter the PIN/password to unlock the screen.

Using the Touch Screen

Your phone's touch screen lets you control actions through a variety of touch gestures.

- Touch

  When you want to type using the onscreen keyboard, select onscreen items such as application and settings icons, or press onscreen buttons, simply touch them with your finger.

- Touch and Hold

  To open the available options for an item (for example, a message or link in a Web page), touch and hold the item.

- Swipe or Slide

  To swipe or slide means to quickly drag your finger vertically or horizontally across the screen.

- Drag

  To drag, press and hold your finger with some pressure before you start to move your finger. While dragging, do not

release your finger until you have reached the target position.

- Pinch

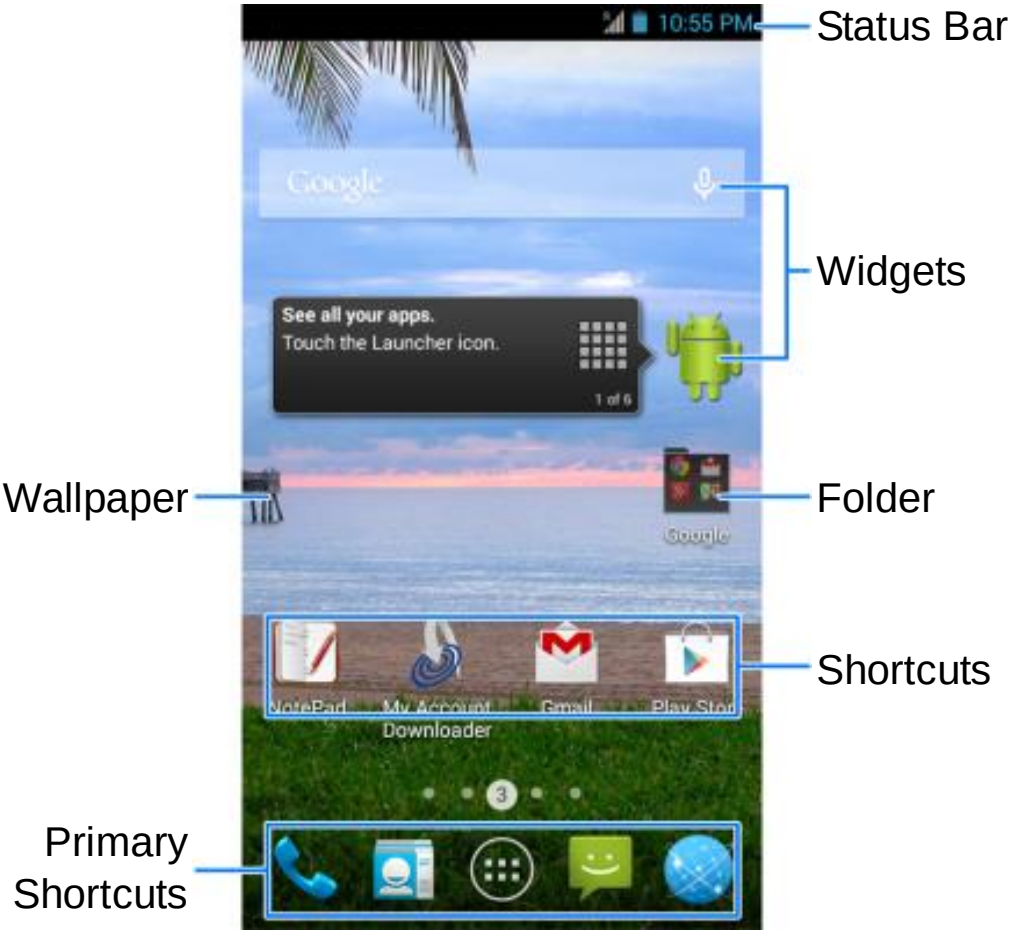
  In some apps (such as Maps, Browser, and Gallery), you can zoom in and out by placing two fingers on the screen at once and pinching them together (to zoom out) or spreading them apart (to zoom in).

- Rotate the screen

  For most screens, you can automatically change the screen orientation from portrait to landscape by turning the phone sideways.

Getting to Know the Home Screen

The home screen is the starting point for your phone's applications, functions, and menus. You can customize your home screen by adding application icons, shortcuts, folders, widgets, and more.



Extended Home Screens

Your home screen extends beyond the initial screen, providing more space to add icons, widgets, and more. Simply swipe left or right on the screen to see the extended spaces.

To add or remove a home screen panel:

1. Touch the **Home Key** to return to the home screen.
2. Touch an empty area of the home screen with two fingers at the same time.
3. Touch + to add a new home screen panel or touch ⊗ to

delete corresponding panels.

To adjust the order of the home screen panels:

1. Touch the **Home Key** to return to the home screen.
2. Touch an empty area of the home screen with two fingers at the same time.
3. Touch and hold the thumbnail of one panel and drag it to the place you need.

Personalizing

Changing the System Language

1. Touch the **Home Key > Menu Key > System settings > Language & input > Language**.
2. Select the language you need.

Setting the Date and Time

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

Changing Ringtone and Notification Sound

You can customize the default ringtone for incoming calls and the default notification sound.

1. Touch the **Home Key > Menu Key > System settings > Sound**.
2. Touch **Phone ringtone** or **Default notification sound**.
3. Scroll through the ringtone list and select the ringtone you

want to use.

4. Touch **OK**.

TIP: See chapter *People – Editing Contacts – Set a Ringtone for a Contact* for how to assign a special ringtone to an individual contact.

Turning On/Off Touch Sounds

1. Touch the **Home Key > Menu Key > System settings > Sound**.
2. Check or uncheck **Touch sounds**.

Adjusting Volumes

1. Touch the **Home Key > Menu Key > System settings > Sound > Volumes**.
2. Drag the sliders to adjust the volume for each type of audio.
3. Touch **OK** to save.

TIP: You can adjust the media volume when a media application is in use by pressing the **Volume Key**. If no media application is active, press the **Volume Key** to adjust ringtone volume (or the earpiece volume during a call).

Switching to Silent Mode

You can set the phone to silent mode by using one of the following methods.

- Press and hold the **Power Key** and then touch to enable silent mode, touch to enable vibration and disable sound, or touch to enable sound.
- Keep pressing the lower end of the **Volume Key** when no media application is active. When the icon appears on the status bar, the sound is off and vibration is on. When the icon appears on the status bar, the phone is in silent mode.
- Touch the **Home Key > Menu Key > System settings > Sound > Silent mode**, and touch **Vibrate** or **Mute**.

Applying New Wallpapers

You can set the wallpaper for the home screen or the lock screen.

1. Touch the **Home Key > Menu Key > Wallpaper**.
2. Touch **Home** or **Lock screen**.
3. Select a wallpaper source from **Gallery**, **Live Wallpapers**, **Photos**, or **Wallpapers** and choose the image or animation you want to use as the wallpaper.
4. For **Gallery** or **Photos** images, touch **OK** or **Save** at the top of the screen to crop the picture. For **Live wallpapers** or **Wallpapers**, touch **Set Wallpaper**.

NOTE: Live Wallpapers and **Photos** are not available for the lock screen.

Changing Screen Brightness

1. Touch the **Home Key > Menu Key > System settings >**

Display > Brightness.

2. Touch **AUTO** to turn on or off automatic brightness adjustment. You can also drag the slider to turn off auto-adjustment and change the screen brightness manually.

Protecting Your Phone With Screen Locks

You can protect your phone by creating a screen lock. When a screen lock is enabled, you need to touch and hold the screen, look at the front-facing camera, draw a pattern or enter a numeric PIN or a password to unlock the phone's screen and keys.

1. Touch the **Home Key > Menu Key > System settings > Security**.
2. Touch **Screen lock**.
3. Touch **Long press**, **Face Unlock**, **Pattern**, **PIN** or **Password**.
   - Touch **Long press** to enable screen lock and allow unlocking with a 'touch and hold' gesture. You can unlock the screen by touching and holding a blank area of the lock screen.
   - Touch **Face Unlock** to let the phone capture your face. You can unlock the screen by looking at the front-facing camera. You also need to set a pattern or PIN in case the phone cannot recognize your face.
   - Touch **Pattern** to create a pattern that you must draw to

unlock the screen.

- Touch **PIN** or **Password** to set a numeric PIN or a password you must enter to unlock the screen.

IMPORTANT: If you forget the pattern you set, try five times and touch **Forgot Pattern** to sign in to the Google Account you have added on the phone and reset the screen lock. You need an active Internet connection. You can also upgrade the phone software. See *Upgrading the Phone Software*.

Protecting Your Phone With Encryption

You can encrypt all the data on your phone: Google Accounts, application data, music and other media, downloaded information, and so on. If you do, you must enter a numeric PIN or a password each time you power on your phone.

WARNING! Encryption is irreversible. The only way to revert to an unencrypted phone is to perform a factory data reset which erases all your data.

Encryption provides additional protection in case your phone is stolen and may be required or recommended in some organizations. Consult your system administrator before turning it on. In many cases the PIN or password you set for encryption is controlled by the system administrator.

Before turning on encryption, prepare as follows:

- Set a lock screen PIN or password.
- Charge the battery.
- Keep the phone connected to the charger.

- Schedule an hour or more for the encryption process. You must not interrupt it or you will lose some or all of your data.

When you're ready to turn on encryption:

1. Touch the **Home Key > Menu Key > System settings > Security > Encrypt phone**.
2. Read the information about encryption carefully.

   The **Encrypt phone** button is dimmed if your battery is not charged or your phone is not plugged in.

   If you change your mind about encrypting your phone, touch the **Back Key**.

   WARNING! If you interrupt the encryption process, you will lose data.
3. Touch **Encrypt phone**.
4. Enter your lock screen PIN or password and touch **Next**.
5. Touch **Encrypt phone** again.

The encryption process starts and displays its progress. Encryption can take an hour or more, during which time your phone may restart several times.

When encryption is completed, you're prompted to enter your PIN or password.

Subsequently you must enter your PIN or password each time you power on your phone in order to decrypt it.

Knowing the Basics

Monitoring the Phone Status

The status bar at the top of the home screen provides phone and service status icons on the right side. Below are some of the icons you may see.

	Ringer off		No signal
	Vibrate mode		Signal strength
	Battery low		Flight mode
	Battery partially drained		Bluetooth on
	Battery full		Connected to a Wi-Fi® network
/	Battery charging		Wi-Fi in use
	Wired headset connected		Speaker on
	Alarm set		Phone microphone off

Managing Notifications

Notification Icons

The status bar at the top of the home screen provides notification icons on the left. Below are some of the icons you may see.

	New SMS/SMS		microSDHC card removed
	New email		Upcoming event
	New Gmail™ message		Call on hold
	Missed call		New Wi-Fi network detected
	Call in progress		Downloading data
	USB connected		Sending data
	Updates available		

Open/Close the Notification Panel

Notifications report the arrival of new messages, calendar events, and alarms, as well as ongoing events, such as when you are sending or receiving data via Bluetooth. You can open the notification panel to view the details of notifications.

- To open the notification panel, swipe your finger down from the top of the screen.
- To close the notification panel, swipe your finger up from the bottom of the screen or touch the **Back Key**.

Respond to or Remove a Notification

In the notification panel, you can respond to a notification or remove the notifications. The notification panel also supports expandable notifications that let you perform additional actions

right from the notification itself.

- To respond to a notification, just touch it.
- Slide down with one finger to expand certain notifications. You can also swipe two fingers vertically or pinch-zoom to expand or collapse certain notifications.
- To remove a notification, swipe it left or right.
- To remove all notifications, touch at the top.
- Touch and hold a notification and then touch **App info** to identify the application that created it. To turn off notifications from that application if needed, uncheck **Show notifications** in the App info screen.

NOTE: If you turn off notifications for an app, you may miss its important alerts and updates. The notifications of some apps cannot be turned off.

Use Quick Settings

The Quick Settings in the notification panel make it convenient to view or change the most common settings for your phone.

Open the notification panel and touch to find the following Quick Settings.

- **OWNER:** Touch the contact icon to open your profile in the People app. See *People – Setting Up Your Own Profile*.
- **BRIGHTNESS:** Touch to turn on or off automatic brightness adjustment. Touch and hold to adjust the brightness level.
- **SETTINGS:** Touch to open the Setting menu. See *Settings* for more information.

- **WI-FI:** Touch to turn on or off Wi-Fi. Touch and hold to open the Wi-Fi settings menu.
- **DATA:** Touch to enable or disable data access over the mobile network. Touch and hold to open the Data usage menu. See *Settings – Wireless & Networks – Data Usage*.
- **AUTO ROTATE:** Touch to turn on or off the Auto-rotate feature.
- **BATTERY:** Touch to see the battery information.
- **AIRPLANE:** Touch to turn on or off the airplane mode.
- **BLUETOOTH:** Touch to turn on or off Bluetooth. Touch and hold to open the Bluetooth settings menu.
- **LOCATION IN USE:** Touch to turn on or off the GPS function. Touch and hold to open the Location access settings menu. See *Settings – Personal – Location Access*.

Managing Shortcuts and Widgets

Add Shortcuts and Widgets

1. Touch > .
2. If you want to add a widget, touch **WIDGETS**.
3. Touch and hold a widget thumbnail or an app icon and drag it to the home screen.

Move Shortcuts or Widgets

1. Touch and hold a widget or shortcut on the home screen.

2. Drag it to the place you need.

NOTE: Drag the shortcut or the widget to (**Remove**) at the top to remove it.

Adjust Widget Size

1. Touch and hold a widget on the home screen and then release it.
2. An outline appears around the widget. Drag the outline to resize the widget.

NOTE: Not all widgets can be resized.

Organizing With Folders

You can create folders on the home screen and add several shortcuts to a folder.

Create a Folder

1. Touch and hold the shortcut on the home screen you want to add into a folder until (**Folder**) appears.
2. Drag the shortcut to and release it. A new folder will be created and the shortcut is added into the folder.

Rename a Folder

1. Touch a folder to open it.
2. Touch the folder name field and enter a new name.

Add Shortcuts to a Folder

1. Touch and hold a shortcut and then drag it onto a folder icon.
2. Release the shortcut and it will be added into the folder.

Remove Shortcuts From a Folder

1. Touch a folder to open it.
2. Touch and hold the shortcut you want to remove and then drag it to the home screen.
3. Release the shortcut and it will be removed from the folder.

Rearranging the Primary Shortcuts

The home screen includes a customizable primary shortcuts area at the bottom visible from all home screens. You can keep at most four items in the primary shortcuts area. Drag shortcuts or folders in or out of the area to rearrange the area.

Entering Text

You can enter text using the onscreen keyboard. Some apps open it automatically. In others, you open it by touching where you want to type. You can touch the **Back Key** to hide the onscreen keyboard.

Change Input Methods

Besides the pre-installed Google Keyboard, you can install other input methods and switch among them freely while entering text.

When you use an onscreen keyboard to enter text and there are other input methods available for you to choose, the icon appears on the status bar.

1. Open the notification panel and touch **Choose input method**.
2. Select an input method you need.

Android Keyboard

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

- Touch the alphabetic keys to enter letters. Touch and hold

some specific keys to enter associated accented letters or numbers. For example, to enter è, touch and hold e and the available accented letters and number 3 appear. Then slide to choose è.

- Touch ⇧ to use uppercase. Double-tap ⇧ to lock uppercase. This key also changes to indicate the current case you are using: ⇧ for lowercase, ⇧ for uppercase, and ⇧ when locked in uppercase.
- Touch ⌫ to delete the text before the cursor.
- Touch ?123 to select numbers and symbols. You can then touch =\< to find more.
- Touch ☺ to enter miniature icons, such as expressions, horoscopes, and animals.
- Touch 🎤 to use Google voice typing.
- Touch and hold 🎤 to change the input languages or set up the Android keyboard.

Google Voice Typing

Google Voice typing uses the Google voice recognition service to convert speech to text. You must have a data connection on a mobile or Wi-Fi network to use it.

1. Flick down the status bar when entering text and touch **Choose input method**, and then select **Google voice typing**.

   Or touch 🎤 to access the voice typing when you are using the Android Keyboard.

2. When you see the microphone image, speak what you want to type.
3. You can continue entering text to keep it or to delete it.

TIP: Say "comma," "period," "question mark," and so on to enter punctuation.

Input Settings

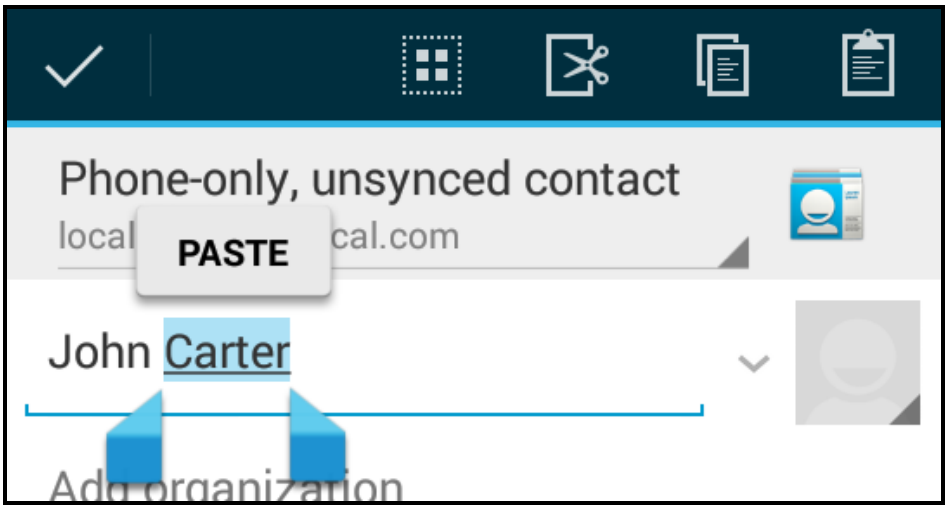
Choose input settings by touching the **Menu Key > System settings > Language & input** from the home screen.

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

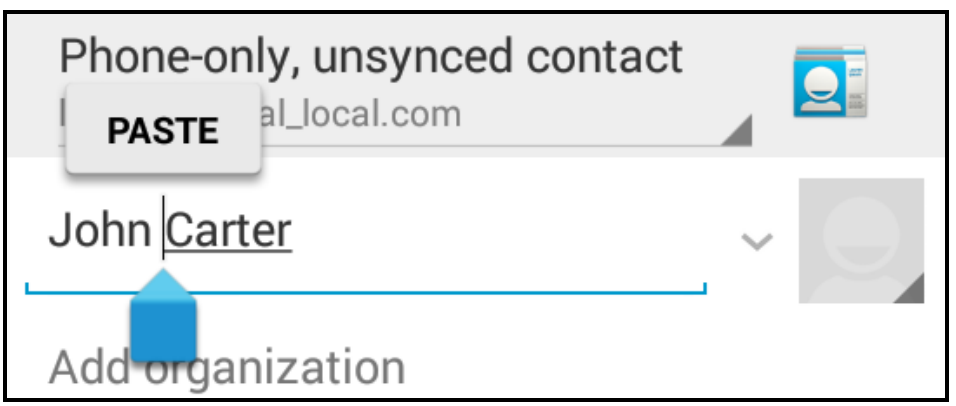
Editing Text

- Move the insertion point: Touch where you want to type.

  The cursor blinks in the new position, and a tab appears below it. Drag the tab to move the cursor.
- **Select text:** Touch and hold or double-tap within the text. The nearest word highlights, with a tab at each end of the selection. Drag the tabs to change the selection.
- **Cut or copy:** Select the text you want to manipulate. Then touch the Cut or Copy button to cut or copy the text to the clipboard.
- **Replace text with the clipboard text:** Select the text you want to replace. Then touch or **PASTE**.



- **Insert text from the clipboard:** Move cursor to the insertion point and then touch and hold the tab below the cursor. Release the finger and touch **PASTE**.



Opening and Switching Apps

Open an App

1. Touch the **Home Key >** .
2. Slide left or right on the screen and touch an app to open it.

Switch Between Recently Opened Apps

1. Double-tap the **Home Key**.

A list of the names and thumbnails of apps you've used recently opens. If you've been using more apps recently than can fit on the screen, you can scroll the list up and down.

2. Touch a thumbnail to open that app.

NOTE: You can swipe a thumbnail sideways to remove it from the list.

Connecting to Networks and Devices

Connecting to Mobile Networks

Enable/Disable Data Access

1. Touch the **Home Key > Menu Key > System settings > Mobile networks**.
2. Check **Data enabled** to enable data access over the mobile network. Clear the check box to disable data access.

Keep Mobile Data Always On

1. Touch the **Home Key > Menu Key > System settings > Mobile networks**.
2. Check **Always-on mobile data** to allow applications to update data automatically.

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

Get Data Services When Roaming

1. Touch the **Home Key > Menu Key > System settings > Mobile networks**.
2. Check **Data roaming**.

IMPORTANT: Data roaming may incur significant roaming

charges.

Connecting to Wi-Fi®

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

Turn Wi-Fi On and Connect to a Wi-Fi Network

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **ON** position to turn on Wi-Fi.
3. Touch a network name to connect to it.
4. If the network is secured, enter the password and touch **Connect**.

NOTE: Your phone automatically connects to previously used Wi-Fi networks when they are in range.

Get Notified of Open Networks

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **ON** position.
3. Touch the **Menu Key > Advanced**.
4. Check **Network notification**.

   When Wi-Fi is on, you receive notifications in the Status bar

when your phone detects an open Wi-Fi network. Uncheck the option to turn off notifications.

Add a Wi-Fi Network

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

To connect to a secured network, you first need to get the security details from the network's administrator.

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **ON** position.
3. Touch +.
4. Enter the network SSID (name). If necessary, enter security or other network configuration details.
5. Touch **Save**.

Forget a Wi-Fi Network

You can make your phone forget about the details of a Wi-Fi network that you added - for example, if you don’t want the phone to connect to it automatically or if it is a network that you no longer use.

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **ON** position.
3. Touch the Wi-Fi network name and then touch **Forget**.

Connect to a WPS Network

WPS (Wi-Fi Protected Setup) is a feature that makes it easy to add your phone to access points which support WPS.

You can use one of the following two methods to connect your phone to a wireless network using WPS.

Method one: WPS button

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **ON** position.
3. Touch .
4. Press the WPS button on the access point and the access point will recognize your phone and add it to the network.

Method two: PIN number

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **ON** position.
3. Touch the **Menu Key** > **WPS Pin Entry**.
4. The WPS Pin number displays on the screen. Enter the Pin number into the access point's setup page.

After entering the Pin number, your phone automatically finds the access point and configures the connection.

NOTE: For detailed information about the WPS feature of the access point, please refer to its user documents.

Adjust Advanced Wi-Fi Settings

1. Touch the **Home Key > Menu Key > System settings > Wi-Fi**.
2. Touch the **Menu Key > Advanced** to adjust the following settings.
   - **Network notification:** Get notifications in the status bar when Wi-Fi is on and an open network is available.
   - **Keep Wi-Fi on during sleep:** Set whether to keep Wi-Fi on in sleep mode.
   - **Scanning always available:** Let Google's location service and other apps scan for networks, even when Wi-Fi is off
   - **Avoid AP without Internet:** Don't use a Wi-Fi network unless it has Internet connection.
   - **Install certificates:** Install certificates needed for connecting to certain Wi-Fi networks.
   - **Wi-Fi optimization:** Minimize battery usage when Wi-Fi is on.
   - **MAC address:** Check the phone's MAC address.
   - **IP address:** Check the phone's IP address.
   - **DLNA auto-IP:** Enable auto IP for use of DLNA features.

Connecting to Bluetooth® Devices

Bluetooth® is a short-range wireless communication technology.

Phones or other devices with Bluetooth capabilities can exchange information wirelessly within a distance of about 10 meters. The Bluetooth devices must be paired before the communication is performed.

Turn Bluetooth On/Off

1. Touch the **Home Key > Menu Key > System settings > Bluetooth**.
2. Slide the **Bluetooth** switch to the **ON** or **OFF** position.

When Bluetooth is on, the icon will appear in the status bar.

Change the Device Name

1. Touch the **Home Key > Menu Key > System settings > Bluetooth**.
2. Slide the **Bluetooth** switch to the **ON** position if Bluetooth is off.
3. Touch the **Menu Key > Rename phone**.
4. Edit the name and touch **Rename**.

Pair With Another Bluetooth Device

1. Touch the **Home Key > Menu Key > System settings > Bluetooth**.
2. Slide the **Bluetooth** switch to the **ON** position if Bluetooth is off.

   Your phone automatically scans for and displays the IDs of all available Bluetooth devices in range. You could touch

SEARCH FOR DEVICES if you want to scan again.

3. Touch the device you want to pair with.
4. Confirm that the Bluetooth passkeys are the same between the two devices and touch **Pair**. Alternately, enter a Bluetooth passkey and touch **Pair**.

   Pairing is successfully completed when the other device accepts the connection or the same passkey is entered.

NOTE: The Bluetooth passkey may be fixed for certain devices such as headsets and handsfree car kits. You can try entering 0000 or 1234 (the most common passkeys) or refer to the documents for that device.

Send Data via Bluetooth

1. Open the appropriate application and select the file or item you want to share.
2. Select the option for sharing via Bluetooth. The method may vary by application and data type.
3. Touch a Bluetooth device the phone has paired with or wait for it to search for new devices and touch one of them.

Receive Data via Bluetooth

1. Turn Bluetooth on before trying to receive data via Bluetooth.

   NOTE: If the phone has not been paired with the sending device, you may need to touch **Bluetooth > [**your phone's name**]** in **Settings** to keep the phone detectable through Bluetooth.

2. Flick down the status bar and touch .
3. Touch **Accept** to start receiving the data.

Depending on your storage setting and whether a microSDHC card is installed, received files are stored automatically in a dedicated folder (*Bluetooth*, for instance) in the phone storage or microSDHC directory. You can access them with the **File Manager** app. Received contacts (vCard files) are automatically imported to your contact list.

Connecting to Your Computer via USB

You can connect your phone to a computer with a USB cable and transfer music, pictures, and other files in both directions. Your phone stores these files in internal storage or on a removable microSDHC card.

Connect Your Phone to a Computer via USB

1. Connect your phone to the PC with a USB cable.
2. Open the Notification panel and touch **(Connected as...)**.
3. Choose one of the following options:
   - **Charge only:** Charge your phone via USB.
   - **USB mass storage:** Transfer files between your PC and the microSDHC card on your phone.
   - **Install driver:** Install the driver needed for some USB connection modes (such as MTP).
   - **Media device (MTP):** Transfer media files on Windows®

or Mac®.

- **Camera (PTP):** Transfer photos using camera software.

Connect With Windows Media® Player

You can sync music on your phone and the computer installed with Windows Media Player.

1. Connect the phone with your computer via USB and choose **Media device (MTP)**.
2. Open Windows Media Player and synchronize music files.

Disconnect Your Phone From the Computer

To disconnect the phone from the computer, simply unplug the USB cable when you're finished.

Remove the microSDHC Card From Your Phone

If you need to remove the microSDHC card while the phone is on, you should unmount it first.

1. Touch the **Home Key > Menu Key > System settings > Storage**.
2. Scroll down and touch **Unmount SD card > OK**.
3. When the **Unmount SD card** menu changes to **Mount SD card** you can now safely remove the microSDHC card from the phone.

Erase the microSDHC Card

1. Touch the **Home Key > Menu Key > System settings > Storage**.
2. Scroll down the screen and touch **Erase external SD card > Erase SD card > Erase everything**.

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

Connecting to Virtual Private Networks

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

Depending on the type of VPN you are using, you may be required to enter your login credentials or install security certificates before you can connect to your VPN. You can get this information from your network administrator.

Add a VPN

1. Touch the **Home Key > Menu Key > System settings > More > VPN**.
2. Touch + and fill in the information provided by your network administrator.
3. Touch **Save**.

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

Connect to a VPN

1. Touch the **Home Key > Menu Key > System settings > More > VPN**.
2. Touch the VPN that you want to connect to.
3. When prompted, enter any requested credentials, and then touch **Connect**.

When you are connected, the VPN connected icon appears in the status bar.

Modify a VPN

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

Phone Calls

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

Placing and Ending Calls

Place a Call by Dialing

1. Touch the **Home Key >** .
2. In the **Phone** tab , enter the phone number with the on-screen keypad. Touch to delete incorrect digits.

   NOTE: As you enter digits, your phone searches for contacts that match. If you see the number you want to dial, just touch it.
3. Touch below the keypad to dial.

TIP: To make an international call, touch and hold the 0 key to enter the plus (+) symbol. Next, enter the country code, followed by the city/area code and then the phone number.

End a Call

During a call, touch on the screen.

Answering or Rejecting Calls

When you receive a phone call, the Incoming Call screen opens,

displaying the Caller ID or the information about the caller that you've entered in People. You can answer or reject the call, or reject it with a text message.

Answer a Call

When you receive a phone call, drag over to answer the call.

NOTE: To silence the ringer before answering the call, press the **Volume Key**.

Reject a Call

When you receive a phone call, drag over to reject the call.

You can also drag over to reject the call and send a preset text message to the caller.

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

Working With the Call Log

The Call log is a list of all the calls you've placed, received, or missed. It provides a convenient way to redial a number, return a call, or add a number to your contacts.

To open the call log, you can touch the tab in the Phone app.

Place a Call From the Call Log

1. Open the call log.

2. Touch a number for more information about the call, or touch beside it to call back.

Add a Call Log Number as a Contact

1. Open the call log.
2. Touch a number to view more call information.
3. Touch .
4. To add the number to an existing contact, touch a contact in the list. To add a new contact, touch **CREATE NEW CONTACT**.

Take Other Actions on a Call Log Entry

1. Open the call log.
2. Touch a number to view more call information. While viewing the call details, you can:
   - Touch the number to call it.
   - Touch the **Menu Key > Edit number before call** to edit the number in the dialer before calling it.
   - Touch to send a message.
   - If the number belongs to a contact you have, touch to view contact details.
   - Touch the **Menu Key > Remove from call log** to delete the call log.

Calling Your Contacts

1. Touch the **Home Key >** and then touch the Favorites tab .
2. Flick the screen up or down to view all your contacts with phone numbers.

   TIP: Your favorite contacts and frequently called contacts or numbers are listed at the top of the screen. You can search for a contact by touching on the screen.
3. Touch a contact or number to call it.

Checking Voicemail

If you have set the phone to divert calls to voicemail, callers can leave voicemail messages when they cannot reach you. Here's how to check the messages they left.

1. Touch the **Home Key >** .
2. Touch and hold in the dialer. If prompted, enter your voicemail password.
3. Follow the voice prompts to listen to and manage your voicemail messages.

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

Using Options During a Call

During a call, you will see a number of onscreen options. Touch an option to select it.

- Touch to switch to the keypad when you need to enter a code (for example, the PIN for your voicemail or bank account) during the call.
- Touch / to turn on or off the speakerphone.
- Touch to mute or unmute your microphone.
- Touch to make another call separately from the first call, which is put on hold.
- Touch the **Menu Key > Record / Stop Recording** to start or stop recording the phone call.
- Touch to end the current call.

WARNING! Because of higher volume levels, do not place the phone near your ear during speakerphone use.

Switch Between Two Calls

When you're on a call, you can answer a new incoming call or make a new outgoing call.

NOTE: This feature needs network support and may result in additional charges. Please contact your service provider for more information.

To respond to an incoming call while you're on a call:

Drag over to answer the call. (This puts the first caller on hold and answers the second call.)

To switch between two calls:

Touch **FLASH** on the screen.

Adjusting Your Call Settings

Select Default Ringtone and Vibration

Touch the **Home Key >** **>** **> Settings**.

- Touch **Phone ringtone** to select the default ringtone for incoming calls.
- Touch **Vibrate pattern** to select the pattern of vibration.
- Check **Vibrate when ringing** to enable vibration when the phone is ringing.

Set Voicemail

1. Touch the **Home Key >** **>** **> Settings > Voicemail**.
2. Set the following options.
   - Touch **Service** to select voicemail service provider. Your carrier is the default.
   - Touch **Setup > Voicemail number** to edit the voicemail number.
   - Touch **Sound** to set the notification sound for new voicemails.

- Check **Vibrate** to let the phone vibrate when receiving new voicemails.

Enable/Disable Phone Dial Pad Sound

1. Touch the **Home Key >** **>** **> Settings**.
2. Check or uncheck **Dial pad touch tones**.

Edit Quick Response to Rejected Callers

1. Touch the **Home Key >** **>** **> Settings > Quick responses**.
2. Touch the text message to edit it.
3. Touch **OK** to save the new message.

Set TTY Mode

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

1. Touch the **Home Key >** **>** **> Settings > TTY mode**.
2. Select one of the following options. Consult your teletypewriter manufacturer's manual if necessary.
   - **TTY Off:** Users who can hear and talk can disable TTY support.
   - **TTY Full:** Users who cannot talk or hear may use this mode to send and receive text messages through a TTY device.
   - **TTY HCO:** Users who can hear, but cannot talk, may use this mode to listen to conversation of the other party and

respond via text messages.

- **TTY VCO:** Users who can talk, but cannot hear, may use this mode to talk through the phone and receive responses via text messages.

Turn on Hearing Aid Compatibility

Your phone supports HAC (Hearing Aid Compatibility) function. When you turn on the hearing aid compatibility and use a hearing aid device with a telecoil in it to answer the phone, it will help you hear more clearly during a phone call.

1. Touch the **Home Key >** **>** **> Settings**.
2. Check **Hearing aids**.

Set DTMF Tones

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

1. Touch the **Home Key >** **>** **> Settings > DTMF tones**.
2. Touch **Normal** or **Long**.

Set Speed Dials

You can touch and hold the 1 ~ 9 keys from the dialer to call the corresponding speed dial number.

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

To assign a speed dial key:

1. Touch the **Home Key >** **>** **> Settings > Speed dial**.

2. Touch a speed dial key.
3. Enter a phone number or select one from the contact list.
4. Touch **OK**.

Forward Incoming Calls

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

1. Touch the **Home Key >** **>** **> Settings > Call forwarding**.
2. Touch an available option (**Always forward**, **Forward when busy**, or **Forward when unanswered**) to enable it or cancel all forward functions.

Internet Call Settings

To add an Internet calling account:

1. Touch the **Home Key >** **>** **> Settings > SIP Accounts**.
2. Touch **ADD ACCOUNT**.
3. Follow the instructions from your Internet calling service provider to configure the settings for your account.
4. Touch **SAVE**.

To configure which calls use Internet calling:

You can configure your phone to place all calls using Internet calling when data network is available, just calls to Internet calling addresses, or to ask each time you place a call.

1. Touch the **Home Key >** **>** **> Settings**.
2. Touch **Use Internet calling**.
3. Touch the Internet calling option you want.

To configure your phone to receive Internet calls:

By default, your phone is configured to make Internet calls, but not to ensure that you will receive them. However, you can configure your phone to listen for Internet calls made to an Internet calling account you have added to your phone.

1. Touch the **Home Key >** **>** **> Settings > SIP Accounts**.
2. Check **Receive incoming calls**. Checking this setting will reduce your battery life between charges.

Other Options

1. Touch the **Home Key >** **>** **> Settings > Additional settings**.
2. Check **Voice privacy** to enable privacy mode. Or touch **Plus code dialing setting** to set the plus code replacement for making international call.

NOTE: Please contact the service provider to check whether the Voice privacy and Plus code features are available.

People

You can put contacts on your phone and synchronize them with the contacts in your Google account or other accounts that support contact syncing.

To see your contacts, touch the **Home Key >** . From there, you can touch the tabs on the top of the screen to quickly switch to the contact groups or favorite contacts .

Checking Contact Details

1. Touch the **Home Key >** and touch the all contacts tab to access your contact list.
2. Scroll through the list to view all your contacts.
3. Touch a contact to view its details.

TIP: If you have a lot of contacts stored, you'll see a slider when you touch the right side of the screen. To go directly to a letter, touch and hold the slider and drag it to a letter.

Adding a New Contact

1. Touch the **Home Key >** and touch the all contacts tab .
2. Touch to add a new contact.
3. Touch the account field near the top of the screen to choose where to save the contact. If a sync account is selected, the

contacts will be synced automatically with your account online.

4. Enter the contact name, phone numbers, email addresses, and other information.
5. Touch **DONE** to save the contact.

Setting Up Your Own Profile

You can create your own name card in your phone.

1. Touch the **Home Key >** and touch the all contacts tab .
2. Touch **Set up my profile**.

   If a profile has already been set up, touch the listing under **ME** and then touch the **Menu Key > Edit**.
3. Edit your profile information and touch **DONE**.

Importing, Exporting, and Sharing Contacts

You can import/export contacts from/to your microSDHC card. This is especially useful when you need to transfer contacts between different devices. You can also quickly share your contacts using Bluetooth, Email, Messaging, etc.

Import Contacts

1. Touch the **Home Key >** .
2. Touch the **Menu Key > Import/export > Import from phone storage.**
3. Select an account in which to save the contacts.
4. Select the vCard file(s) on the phone storage and touch **OK**.

Export Contacts

1. Touch the **Home Key >** .
2. Touch the **Menu Key > Import/export > Export to phone storage.**
3. The phone will prompt you with the name of the vCard file. Touch **OK** to create the file on the phone storage..

Share All Contacts

1. Touch the **Home Key >** .
2. Touch the **Menu Key > Import/export > Share visible contacts**.
3. Choose how to share the contacts. Options depend on applications installed.

Working With Favorite Contacts

In the favorite contacts tab, you can find your favorite contacts and frequently contacted contacts.

Add a Contact to Favorites

You can add the contacts you use frequently to Favorites so that you can find them quickly.

1. Touch the **Home Key >** and touch the all contacts tab .
2. Touch a contact and then touch next to the contact name.

Remove a Contact From Favorites

1. Touch the **Home Key >** and touch the favorite contacts tab .
2. Touch a favorite contact and then touch next to the contact name.

Working With Groups

View Your Contact Groups

1. Touch the **Home Key >** and touch the contact groups tab .
2. Scroll through the list to view the preset groups and any groups you have created.
3. Touch a group to view its members.

Set Up a New Group

1. Touch the **Home Key >** and touch the contact groups

tab .

2. Touch to create a new group.
3. If you have added contact accounts other than the phone, touch to choose an account for the new group.
4. Enter a group name.
5. Touch **Add member** and select the contacts you wish to be the group members.
6. Touch .
7. If necessary, touch **Default** below **RINGTONE** or **NOTIFICATION RINGTONE** to set a special ringtone for incoming calls or messages from the group members.
8. Touch **DONE**.

Delete a Group

1. Touch the **Home Key >** and touch the contact groups tab .
2. Touch a group and then touch the **Menu Key > Disband group**.
3. Touch **OK** to disband the group. The contacts in the group will not be deleted.

Edit a Group

1. Touch the **Home Key >** and touch the contact groups tab .
2. Touch a group and then touch the **Menu Key**.

3. Touch **Edit group** to edit the group name, add more members, or change the ringtones. Or touch **Select item(s)** to select the members you don't need and remove them from the group.

Searching for a Contact

1. Touch the **Home Key >** .
2. Touch on the top of the screen.
3. Input the contact name or any information the contact has to search for it. The contacts matched will be listed.

Editing Contacts

Edit Contact Details

1. Touch the **Home Key >** .
2. Touch a contact you need to edit and then touch the **Menu Key > Edit**.
3. Edit the contact and touch **DONE**.

Set a Ringtone for a Contact

Assign a special ringtone to a contact, so you know who is calling when you hear the ringtone.

1. Touch the **Home Key >** .
2. Touch a contact you want to set a ringtone for and then touch

the **Menu Key > Set ringtone**.

3. Select a ringtone you like and touch **OK**.

Join Contacts

As your phone synchronizes with multiple online accounts, you may see duplicate entries for the same contact. You can merge all the separate information of a contact into one entry in the contacts list.

1. Touch the **Home Key >** .
2. Touch a contact entry to display the contact's details.
3. Touch the **Menu Key > Edit** and then touch the **Menu Key > Join**.
4. Touch the contact whose information you want to join with the first entry.

The information from the second contact is added to the first, and the second contact is no longer displayed in the Contacts list.

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

Separate Contact Information

If contact information from different sources was joined in error, you can separate the information back into individual contacts on your phone.

1. Touch the **Home Key >** .
2. Touch a contact entry you have merged and want to

separate.

3. Touch the **Menu Key > Edit** and then touch the **Menu Key > Separate**.
4. Touch **OK** to confirm.

Accounts

Adding or Removing Accounts

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

Add an Account

1. From the home screen, touch the **Menu Key > System settings**.
2. Touch **Add account**.
3. Touch the type of account you want to add.
4. Follow the onscreen steps to enter the information about the account. Most accounts require a username and password, but the details may vary. You may also need to obtain some information from IT support or your system administrator.

When the account is successfully added, it is displayed in the **ACCOUNTS** list.

Remove an Account

Removing an account will delete it and all information associated with it from your phone, such as emails and contacts.

1. From the home screen, touch the **Menu Key > System**

settings.

2. Touch the account you want to remove.
3. Touch the **Menu Key > Remove account > Remove account**.

Configuring Account Sync

Configure Auto Sync Setting

Configure Auto Sync Setting

1. From the home screen, touch the **Menu Key > System settings > Data usage**.
2. Touch the **Menu Key** and check or uncheck **Auto-sync data**.
   - When automatic sync is turned on, changes you make to information on your phone or on the web are automatically synced with each other.
   - When auto sync is turned off, you need to sync manually to collect emails, updates, or other recent information.

Sync Manually

1. From the home screen, touch the **Menu Key > System settings**.
2. In the **ACCOUNTS** section, touch the account category and then the account you want to sync.

3. Touch the **Menu Key > Sync now**.

Change an Account’s Sync Settings

1. From the home screen, touch the **Menu Key > System settings**.
2. In the **ACCOUNTS** section, touch the account category and then the account. The Sync screen appears, showing a list of information the account can sync.
3. When auto-sync is enabled, check or uncheck items as you need. Checked types of information on the phone and the web will be kept in auto-sync.

Email

Touch in the home screen and select **Email**. Use it to receive and send emails from your webmail or other accounts, using POP3 or IMAP, or access your Exchange ActiveSync account for your corporate email needs.

Setting Up the First Email Account

1. When you open **Email** for the first time, enter your email address and password.
2. Touch **Next** to let the phone retrieve the network parameters automatically.
   NOTE: You can also enter these details manually by touching **Manual setup** or when automatic setup fails.
3. Follow the on-screen instructions to finish the setup.

Your phone will show the inbox of the email account and start to download email messages.

Checking Your Emails

Your phone can automatically check for new emails at the interval you set when setting up the account.

You can also check new emails manually by touching in any of the email account's boxes. Touch **Load more messages** at the bottom of the email list to download earlier messages.

Responding to an Email

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

Reply to or Forward an Email

1. Open the email you want to reply to or forward from Inbox.
2. Do the following as you need.
   - To reply to the sender, touch .
   - To reply to the sender and all recipients of the original email, touch .
   - To forward the email to someone else, touch .
3. Edit your message and touch .

Mark an Email as Unread

You can return a read email to the unread state—for example, to remind yourself to read it again later. You can also mark a batch of emails as unread.

- While reading a message, touch the **Menu Key > Mark as unread**.
- While in a message list (for instance, the inbox), touch the checkboxes before the messages and then touch .

Delete an Email

You can delete an email from its folder. You can also delete a batch of emails.

- While reading a message, touch **> OK**.
- While in a message list (for instance, the inbox), touch the checkboxes in front of the messages and then touch **> OK**.

Writing and Sending an Email

1. Open your email Inbox and touch .

   NOTE: If you have more than one email account added on the phone, touch the sender line to select the account you want to use for sending the message.

2. Enter a contact name or email address in the 'To' field. Separate each recipient with a comma. You can also touch to select recipients from your contacts, contact groups, or history.
3. Enter the email subject and compose the email text.
4. Touch the **Menu Key > Attach file** to add audio files, images, videos and other types of files as attachments.
5. Touch at the top right of the screen to send the message.

Adding and Editing Email Accounts

Add an Email Account

After setting up your first email account (see *Email – Setting Up the First Email Account*), you can add more email accounts and manage them separately.

1. Open **Email** to get the Inbox screen.
2. Touch the **Menu Key > Settings** and touch **ADD ACCOUNT** at the top right of the screen.
3. Follow the prompts to set up the account as you did with the first one.

Edit an Email Account

You can change a number of settings for an account, including how often you check for email, how you're notified of new mails, your email signature, and details about the servers the account uses to send and receive mails.

1. Open **Email** to get the Inbox screen.
2. Touch the **Menu Key > Settings** and touch the account whose settings you want to change.
3. Make the changes you want and touch the **Back Key** when you're finished.

Changing General Email Settings

General settings apply to all email accounts you add.

1. Open **Email** to get the Inbox screen.
2. Touch the **Menu Key > Settings > General**.
3. Make the changes and touch the **Back Key** when you finish.

Gmail™

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

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

Opening Your Gmail Inbox

Touch in the Home Screen and select **Gmail**. The Inbox screen appears.

If you haven't signed in, you will be prompted to do so or create a new account.

Touch the **Menu Key > Refresh** to refresh your Inbox and download new messages. To search for Gmail messages, touch .

Switching Accounts

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

1. From your Inbox, touch the current account at the top of the screen.
2. From the menu that appears, touch the account you want to

see. The account's Inbox will open.

Writing and Sending a Message

1. Open your Gmail Inbox and switch to the account you want to use for sending the message.
2. Touch .
3. Enter a contact name or email address in the 'To' field. Separate each recipient with a comma.
4. Enter the email subject and compose the email text.
5. To attach a file, touch the **Menu Key > Attach picture / Attach file**.
6. Touch at the top right of the screen to send the message.

Replying to or Forwarding a Message

1. Open the Gmail message you want to reply to or forward to another person.
2. Do the following as you need.
   - To reply to the sender, touch .
   - To reply to the sender and all recipients of the original message, touch **> Reply all**.
   - To forward the message, touch **> Forward**.
3. Edit your message and touch the send icon .

Working With Received Attachments

When a message has an attachment, Gmail displays information about it in the **ATTACHMENTS** section of the email.

Depending on the attachment type, the applications installed on your phone as well as your settings, you may touch ⋮ to preview, view, or save the attachment.

TIP: For documents with multiple pages, touching the **Preview** option will only download the pages you view, while touching other options may download the entire file and cost more time and data.

Working With Labels

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

To label or change labels:

1. Open the **Gmail** app and touch in the message list the sender images at the left side of the messages you want to label.

2. At the top of the screen, touch ⋮ > **Change labels**.
3. Check or uncheck labels in the new screen and touch **OK**.

To add stars to messages:

4. Open the **Gmail** app and touch in the message list the sender images in front of the messages you want to star.
5. At the top of the screen, touch ⋮ **> Add star**.

To view messages by label:

1. Open the **Gmail** app and touch the current account at the top of the screen without checking any message.
2. Touch a label below **ALL LABELS** to view messages with that label.

Changing Gmail Settings

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

Messaging

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

Opening the Messaging Screen

Touch in the home screen and select **Messaging**.

The **Messaging** screen opens where you can create a new message, search for messages, or open an ongoing message thread.

- Touch to write a new text or multimedia message.
- Touch to search for a message using keywords.
- Touch an existing message thread to open the conversation you've had with a certain number.

Sending a Message

1. On the **Messaging** screen, touch at the bottom.
2. Add recipients by one of the following ways.
   - ▶ Touch the **To** field and manually enter the recipient's number or the contact name. If the phone presents a few suggestions, touch the one you want to add.
   - ▶ Select recipients from your contacts by touching .
3. Touch the **Type message** field and enter the content of your message.

4. If you want to send a multimedia message, touch the paper clip icon to attach a file or a slideshow to the message.
5. Touch or **Send**.

NOTE: You can also include email addresses as recipients for multimedia messages.

NOTE: Do not add a message subject or any attachment if you want to send a text message. Otherwise you may be charged for a multimedia message.

Replying to a Message

Messages you receive are appended to existing threads for the same number. If the new message comes from a new number, a new thread is created.

1. On the **Messaging** screen, touch the thread that has the message you want to reply to.
2. Type your reply in the text box at the bottom. You can touch the attach icon if you want to reply with an MMS.
3. Touch or **Send**.

Forwarding a Message

1. On the **Messaging** screen, touch the thread that has the message you want to forward.
2. Touch and hold the message.
3. Touch **Forward** in the menu that opens.

4. Enter a recipient for the message and edit the content if you want.
5. Touch ➢ or **Send**.

Changing Message Settings

Touch the **Menu Key > Settings** in the Messaging screen to change **Messaging** settings.

Calendar

Calendar on the phone works with the web-based Google Calendar™ service for creating and managing events, meetings, and appointments. It also works with the Microsoft Exchange ActiveSync calendar once you sign into your Exchange account on the phone.

To open Calendar, touch in the home screen and select **Calendar**.

Viewing Your Calendars and Events

Select Visible Calendars

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

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

Change Calendar Views

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

You can change to Day view from Month view by touching any

day in the grid.

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

View Event Details

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

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

Creating an Event

1. In any Calendar view, touch **New**.

   You can also touch a spot in Day or Week view twice to add an event to that time spot.
2. If you have more than one calendar account, touch the current account above the **Event name** field to choose one.
3. Enter the event details and touch **SAVE**.

Editing or Deleting an Event

1. Find the event you want to edit or delete.

2. Open its details screen (see *Viewing Your Calendars and Events – View Event Details* in this chapter).
3. Do one of the following as you need.

To…	do…
Edit the event,	touch at the bottom of the screen. Touch **SAVE** to save your changes.
Delete the event,	touch at the bottom of the screen and then touch **OK**.

Changing Calendar Settings

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

Google+™

Google+ is a social networking service offered by Google. The Google+ application on your phone enables you to manage your data, chat with online contacts, organize them in different circles, and share your selected information.

Touch in the home screen and select **Google+**. The first time you open the Google+ app, select the contact sync and photo backup options.

NOTE: For detailed guide for Google+, open Google+ and touch the **Menu Key > Help** to view the online instructions.

Getting Started With Google+

Open the **Google+** app and touch at the top left to use the following features:

- **Home**: See posts people have shared with you, a circle you are in, or everyone.
- **People**: Find people to add to your Google+ circles, create new circles, view and organize people into circles based on your relationships. You can also follow content posted by people you find interesting.
- **Photos**: View photos you uploaded, photos of you, photos from your posts and more.
- **Communities**: Search and join all kinds of online communities, where people gather for the sharing and discussion of a common topic.

- **Locations**: See your friends' locations on the map and configure your location sharing settings.
- **Hangouts**: Chat with your Google+ contacts through text messages or video call.
- **Events**: Manage your social calendar. You can add events, invite people, and then share photos in real time from the event.
- **Search**: Search for content posted on Google+.

Touch the headshot image next to your account name to view and edit your basic information, view your posts and photos.

Signing out of Google+

If you are already signed in to the app, you can sign out by following these steps.

1. Touch in the home screen and select **Google+**.
2. Touch the **Menu Key > Sign out**.

Browser

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

Opening the Browser

Touch in the home screen and select **Browser** to start this function. The last web page you were viewing is displayed. If you have not used **Browser** recently, your home page opens.

Browser also opens when you touch a web link - for example, in an email or a text message.

1. Open the **Browser** app.
2. Touch the address box at the top of the web page. If the address box isn't visible, swipe down a little to show it.
3. Enter the address (URL) of a web page. Or, enter terms you want to search for. You can also touch to search by voice.
4. Touch a URL or search suggestion or touch **Go** on the keyboard to open the web page or search results.

TIP: Touch + to open a new web page in a new tab.

Downloading Files

Touch and hold an image or a link to a file or to another webpage. In the menu that opens, touch **Save image** or **Save link**.

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

Changing Browser Settings

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

To open the Browser settings screen, touch the **Menu Key > Settings**.

Maps

Activating Location Services

To use Google Maps and find your location on Google Maps™, you must have location services turned on on your phone.

1. Touch the **Home Key > Menu Key > System settings > Location access**.
2. Slide the **Access to my location** switch to turn location access on or off.
3. When location access is enabled, check the location sources you want to use.
   - **GPS satellites:** Use GPS satellites to determine your location.
   - **Wi-Fi & mobile network location:** Use Google's Wi-Fi and mobile networks data to determine your approximate location.

NOTE: To let Google apps such as Maps and Google+ access your location, you need to enable location access for Google apps. Just touch the **Home Key >** **> Google Settings > Location** and check **Access location**.

Getting Your Location

1. Touch in the home screen and select **Maps**.

2. Touch at the bottom.

The map centers on a dot and an arrow that indicate your location and the direction the phone is facing.

Searching for a Location

1. Touch in the home screen and select **Maps**.
2. Touch .
3. Enter the address or the type of business or establishment you're looking for in the search box at the top. If suitable suggestions appear below the search box, touch one to search for it.

   TIP: You can also touch beside the search box to use voice search.
4. Touch the search icon on the keyboard. Red points indicating search results appear on the map.
5. Touch a red point to open a card at the bottom with summary information about the location.

   Slide the card up to find more information about the location as well as options for getting directions and more.

Getting Directions to Your Destination

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

1. Touch in the home screen and select **Maps**.

2. Touch beside the search box.
3. Select the mode of transportation and then enter a start and end point. If your location is found, it will appear in the start point field by default.

   As suggested routes appear, touch one to see it on the map. Slide the bottom card up to see the route directions in a list.

NOTE: For driving routes, touch (**Start**) to use Google Maps Navigation (beta) and get turn-by-turn voice directions.

Searching for Local Places

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

1. Touch in the home screen and select **Maps**.
2. Navigate the map view to the area you'd like to explore. You can explore nearby locations or pan the map to another location.
3. Touch the search bar at the top.
4. Touch the **Explore nearby** card and choose one option in the new screen. Results will appear on cards.
5. Touch a location to see it on the map or get directions.

   You can also slide up the bottom card to find out more information, such as the street address, website, and street view, or to call that place, save it to your Google Account, or share it with others.

NOTE: The "Explore nearby" feature is not available for all areas.

Google Now™ and Search

You can search for information on the web or on your phone using Google Search, get information when you need with Google Now without searching, or perform certain tasks by speaking.

Enabling Google Now

Google Now gets you just the right information at just the right time. It tells you today's weather before you start your day, how much traffic to expect before you leave for work, and more. You can turn Google Now on or off from within the Google app.

The first time you open the Google app, see a brief explanation of how Google Now works and touch **Next**. When you see **YES, I'M IN**, choose it to begin.

1. Touch the **Home Key >** **> Google**.
2. Touch the **Menu Key > Settings**.
3. Slide the ON/OFF switch next to **Google Now**.

Searching With Text

You can search for information on the Internet or on the phone (such as music, messages, apps, and contacts) by entering text.

1. Touch in the home screen and select **Google**.

2. Enter the terms you want to search for in the search box and touch the search key on the keyboard, or touch a search suggestion that appears below the search box.

Searching by Speaking

You can also search the web or perform certain tasks by speaking.

1. Touch the **Home Key >** **> Google**.
2. Touch the microphone icon to the right of the search box, or just say ‘OK, Google’.

   NOTE: You can also touch the **Home Key >** **> Voice Search**.
3. Speak the terms you want to search for or the question you want to ask. When you’re finished speaking, your speech is analyzed and the search is initiated.

Changing Search Settings

Open the **Google** app and touch the **Menu Key > Settings** to set Google Now, notifications, voice and phone search options, and to change privacy settings for your account.

Camera

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

Capturing a Photo

1. Touch in the home screen and select **Camera**.
2. Aim the camera at the subject and make any necessary adjustment.

   TIP: Pinch or pan with two fingers on the screen or press and hold the **Volume Key** to zoom out or zoom in.

Number	Function
1	Switch between the front-facing and the back cameras.

Number	Function
2	Turn on or off the flashlight.
3	Select a color effect.
4	Change camera modes.
5	Change camera settings.
6	View captured photos and videos.
7	Capture a photo.
8	Switch to the camcorder.

WARNING: Keep a safe distance when using the flash. Do not point the flash towards the eyes of people or animals.

3. Lightly touch .

Customizing Camera Settings

Before taking a photo, you can touch to open the following camera setting options.

- **Grid:** Show or hide the composition lines.
- **Self-timer:** Set a time delay before the camera takes a picture automatically after you touch the shutter icon, or turn off this feature.
- **Shutter tones:** Change or turn off the shutter tone.
- **Picture size:** Set the image size for your picture.
- **Face detection:** Turn on or off face detection, which helps you capture people’s faces in a picture.

- **Auto-review:** Set whether to review the picture after you shot it. You can also select the review time.
- **Image settings:** Adjust image exposure and brightness.
- **White balance:** Select how the camera should adjust colors in different kinds of lighting, to achieve the most nature looking colors on the picture. Or allow the camera to adjust the white balance automatically.
- **ISO:** Select ISO level or leave it at **Auto**.
- **Anti-band:** Set the anti-banding value or leave it on **Auto**. This feature can avoid stripes on pictures you take of TV or computer screens.
- **Geo-tag:** Select whether to store the GPS location in captured pictures.
- **Storage location:** Open the Storage settings screen and change the save location for captured photos and videos.
- **Restore defaults:** Restore the default camera settings.

Recording a Video

1. Touch in the home screen and select **Camera**.
2. Switch to camcorder mode by sliding the switch.
3. Aim the camera at the subject and make any necessary adjustment.

   TIP: Pinch or pan with two fingers on the screen or press and hold the **Volume Key** to zoom out or zoom in.

Number	Function
1	Switch between the front-facing and the back cameras.
2	Turn on or off the flashlight.
3	Select a color effect.
4	Change camcorder settings.
5	View captured photos and videos.
6	Record a video clip.
7	Switch to the camera.

4. Touch to start and to stop recording.

TIP: While the recording is in progress, you can touch to save the frame as a photo.

Customizing Camcorder Settings

Before recording a video, you can touch ⚙ to open the following camcorder setting options.

- **Video quality:** Set the quality for the video clips.
- **Time lapse:** Set the time interval between each frame when you shot time lapse videos.
- **White balance:** Change the white balance scenario or leave it on **Auto**.
- **Geo-tag:** Select whether to store the GPS location in your recorder video files.
- **Silent camcorder:** Check this option if you want to capture silent video clips.
- **Storage location:** Open the Storage settings screen and change the save location for captured photos and videos.
- **Restore defaults:** Restore the default camcorder settings.

Gallery

Opening Gallery

Touch in the home screen and select **Gallery** to view albums of your pictures and videos.

Working With Albums

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

To view album contents:

Touch an album to view the pictures and videos it contains.

To share albums, pictures, or videos:

1. Touch and hold an item in the Albums view to select an album or after you open an album to select a picture or a video.
2. Touch more items that you want to share.
3. Touch and select how you want to share the items.

To delete albums:

1. Touch and hold an album until it is selected.
2. Touch more albums that you want to delete.
3. Touch **> OK**.

Working With Pictures

Touch a picture in an album to view the picture in full screen. Double-touch the picture, or pinch two fingers together or spread them apart to zoom out or in. Slide left or right to view other pictures in the album.

- Touch the Gallery icon in the upper left corner to return to the album.
- Touch **Slideshow** to browse the album contents in a slideshow.
- Touch the **Menu Key** to rotate or rename the picture, check file details, or change slideshow setting.

NOTE: All options may not be available for certain albums or pictures.

Retouching Your Pictures

You can edit any photos you took and some other pictures in **Gallery**. The changed picture is saved in the same album as the original one, while the original is never affected.

1. Touch **Edit** while viewing a picture in full screen to open the PhotoEditor interface.
2. Touch the options along the bottom of the screen to edit the picture.

FX	Apply filters.
Modify	Crop, rotate, straighten, or flip (mirror) the picture.
Adjust	Adjust saturation, hue, sharpness and other color options.
Border	Apply a frame to the picture.
Decorate	Decorate people in the picture with comical moustaches, eye glasses, hats and more.
Blur	Apply a blur effect to the picture.
Doodle	Select a color and draw anything on the picture.
Add Text	Add some text to the picture and adjust its effect.

3. Touch to keep the change or to cancel it.
4. Touch **Save** to save the new picture.

NOTE: Touch **History** in the PhotoEditor screen to see the edits you have made and undo or redo them.

Playing Videos

1. Touch an album in the gallery and then touch the thumbnail of a video.
2. Touch at the center to start playing.

Touch the video to view the playback controls.

TIP: You can touch to play the video in a small floating window and continue with other tasks on the phone.

Music

Touch in the home screen and select **Music** to play audio files stored on your phone. **Music** supports a wide variety of audio formats, so it can play music you purchase from online stores, music you copy from your CD collection, and so on.

Copying Music Files to Your Phone

Before using Music, you need to copy or download audio files to your phone.

Copy From a Computer

1. Connect your phone and the computer with a USB cable.
2. Touch **Media device (MTP)** to browse the files in the phone storage and on the microSDHC card.
3. Copy the music file from the PC and paste it to the phone storage or microSDHC card.

Download From the Internet

You can download music files when browsing web pages. See *Browser – Downloading Files*.

Receive via Bluetooth

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

Bluetooth Devices – Receive Data via Bluetooth.

Viewing Your Music Library

Touch in the home screen and select **Music** and your music library is displayed. All your audio files are catalogued according to the information stored in the files.

Touch a card at the top of the screen to view your music library organized by **Artists**, **Albums**, **Songs**, **Playlists**, **Folders**, or **Genre**. You can also touch **RECENTLY PLAYED** or **FAVORITES** to browse songs you recently played or you have added as favorites.

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

Set a Song as the Default Ringtone

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

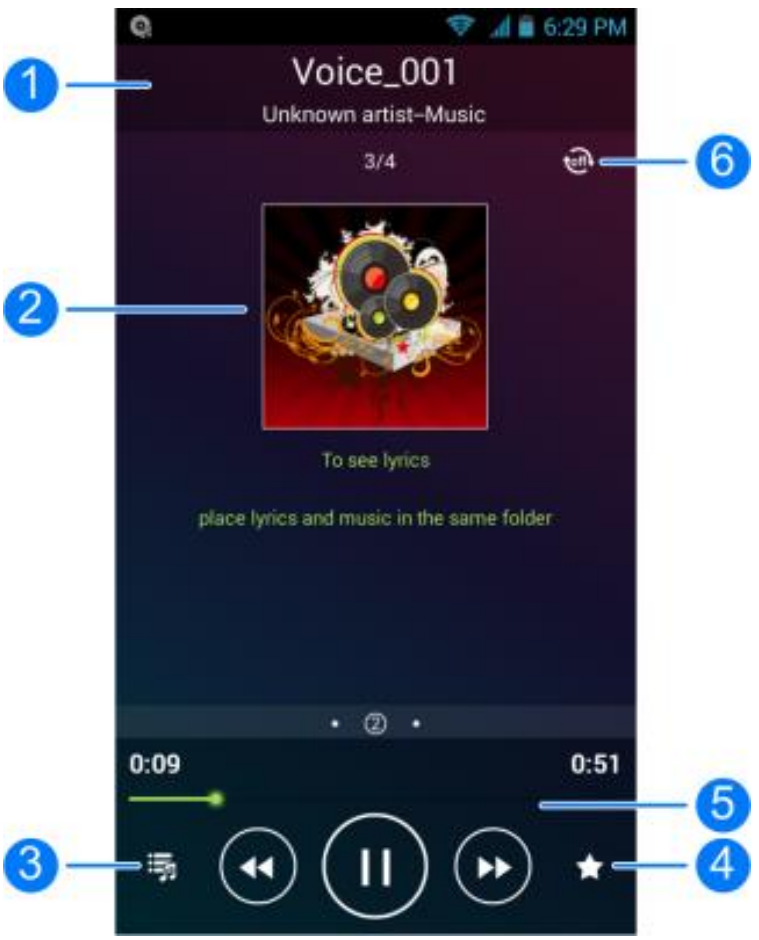
1. Touch in the home screen and select **Music** to see the music library.
2. Touch next to a song in any list.
3. In the menu that opens, touch **Use as ringtone**.

TIP: If the song is being played and you're in the playback

screen, you can touch the **Menu Key > Use as ringtone**.

Playing Music

Touch a song in the music library to listen to it. The following playback screen appears.



Number	Function
1	Song, album, and artist information.
2	Album artwork and lyrics (if available).
3	Touch to return to the music library.

4	Add the song to your favorites.
5	Playback control. Skip songs or pause and resume playback. Drag the slider to jump to any part of the song.
6	Touch to shuffle the songs in the playlist or toggle repeat modes.

Managing Playlists

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

- Touch > **Add to playlist** next to a song to add it to a playlist or create a new playlist.
- Touch > **Delete Playlist** next to a playlist to delete the playlist.
- Touch > **Rename Playlist** next to a playlist to rename the playlist.
- Touch a playlist to view its content. You can touch the **Menu Key > Multi Select** to select the song you want to remove.

Play Music

The **Play Music** application ( ) works with Google Music, Google's online music store and streaming service. You can stream via mobile data or Wi-Fi and listen to you favorite songs that you've added to your online Google Music library. You can also play audio files you've copied directly to your phone from a computer.

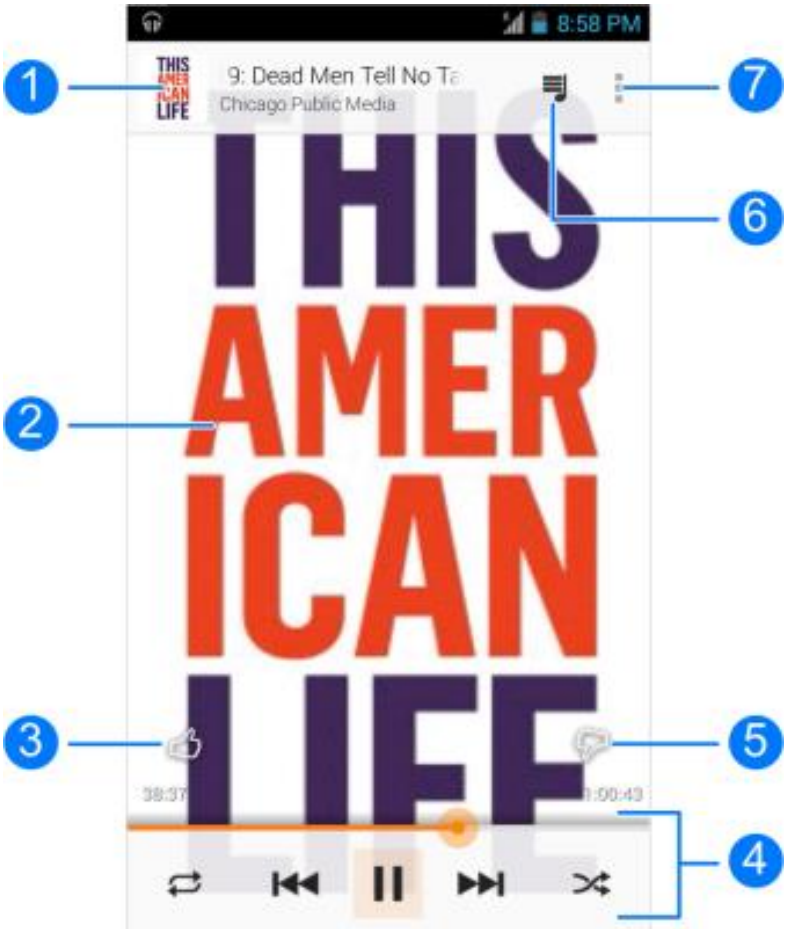
NOTE: The availability of Google Music is dependent on your region. If it is not available, or you don't have a mobile data or Wi-Fi connection, you can only play music stored on your phone.

Playing Your Music

Touch in the home screen and select **Play Music**. If you are prompted, select an account to access its online music library.

The app searches your online library and your phone for music and playlists before displaying your combined music library, organized by **GENRES**, **ARTISTS**, **ALBUMS**, and **SONGS**. You can touch > **My Library** to view your library or touch > **Playlists** to view existing playlists.

Touch a song to play it. When the song is playing, touch the summary information at the bottom to display the playback screen.



Number	Function
1	Song and artist information. Touch or drag down to return to the music library.
2	Album artwork.
3	Give the song a thumbs-up.
4	Playback control. Skip songs, pause and resume playback, use shuffle or repeat. Drag the progress bar to jump to any part of the song.
5	Give the song a thumbs-down.

6	Touch to see the current playlist (queue).
7	Get more options.

You can still control the music when you are not in the playback screen.

- In the music library of the **Play Music** app, touch the summary information at the bottom of the screen to restore the playback screen.
- In other apps, flick down the notification panel. Touch the song title to restore the playback screen, or just pause/ resume playback or skip to the next/previous song.
- When the screen is locked, the song information, album cover as well as playback control is displayed on top of the screen. You can pause/resume playback or skip songs.

Managing Playlists

Create playlists to organize your music files into sets of songs, so that you can play the songs you like in the order you prefer. To view all your playlists, touch > **Playlists**.

- Touch > **Add to playlist** next to a song or a playlist to add it to a playlist or create a new playlist.
- Touch > **Delete** next to a playlist to delete the playlist.
- Touch a playlist to view its content. You can touch > **Remove from playlist** next to the song you want to remove, or drag the handle icon to the left of each song to rearrange its order in the playlist.

Video Player

Use the video player to play various kinds of videos.

Opening the Video Library

Touch in the home screen and select **Video Player** to view your video library.

Touch at the top of the screen to search the available videos.

Playing and Controlling Videos

Touch a video in the video library to play it. Rotate the phone on its side to watch the video in landscape view.

Touch the video to show the playback controls. You can pause and resume the playback, or jump to any part of the video, adjust video brightness, hide the control panel, rotate the video, play the video in a small floating window, and more.

Managing Video Files

To delete videos:

1. Touch and hold a video in the video library to select it.
2. To remove more videos, touch them one by one.
3. Touch **> OK** at the bottom left of the screen.

To share videos:

1. Touch and hold a video in the video library to select it.
2. To share more videos, touch them one by one.
3. Touch at the bottom right of the screen and select how you want to share them.

To rename a video:

1. Touch next to the video you want to rename.
2. Touch **Rename**.
3. Type the new video name and touch **OK**.

To view details of a video:

1. Touch next to the video you want to view the details of.
2. Touch **Details**.

Sound Recorder

Sound Recorder enables you to record voice memos and listen to them whenever you like.

Recording a Voice Memo

1. Touch in the home screen and select **Sound Recorder**.
2. Touch to start recording. Touch to cancel recording if you change your mind. You can touch to pause and to continue during the recording.
3. Touch to stop recording. The memo is automatically saved.

If you don't want to save the memo after recording it, touch to delete it.

Playing a Voice Memo

To play a memo you just recorded:

Touch at the bottom of the screen.

To play any saved memo:

1. Touch **My recordings** at the top right of the screen to see all recordings.
2. Touch the title of a memo to play it.

NOTE: You can also touch beside the memo to delete, share, rename, trim it, add a tag, check its file information, or

set it as your phone ringtone.

More Apps

Clock

Touch in the home screen and select **Clock** to set alarms, turn the phone into a bedside clock, check local time around the world, or use the stopwatch or the countdown alarm.

Set a New Alarm

1. Touch the **Alarm** tab in the **Clock** app.
2. Touch an existing alarm to configure it, or touch **Add alarm** at the bottom of the screen to create a new alarm.
3. Set up the alarm options, such as time, repeat, and alarm sound.
4. Touch **SAVE** to save and exit.

NOTE: To enable or disable existing alarms directly, just touch or .

Use Bed Clock

Bed clock displays the current time and the next alarm.

1. Touch the **Alarm** tab in the **Clock** app.
2. If necessary, touch the **Menu Key > Bed Clock Preferences** in the **Alarm** screen to set up bed clock options. Then touch the **Back Key** to return to the **Alarm** screen.
   - **Enable bed clock:** Turn on or off the bed clock function.

- **Bed clock never sleeps:** Keep the bed clock screen turned on when charging the phone.

3. Touch the **Menu Key > Bed Clock** to open the bed clock screen.

Check World Time

Touch the **World time** tab in the **Clock** app to check local time for cities around the world.

Touch + at the bottom to add a new city or country.

Use the Stopwatch and Countdown

Touch the **Stopwatch** or **Countdown** tab in the **Clock** app to use the stopwatch or the countdown timer.

Stopwatch allows you to record lap times, while Countdown allows you to set a time and count down to zero.

Calculator

Touch in the home screen and select **Calculator** to use the phone's convenient built-in calculator for some basic as well as advanced mathematical equations.

TIP: Touch or to switch between different panels.

Chrome™

Touch in the home screen and select **Chrome** to browse the

Internet. Chrome on your phone can sync bookmarks, browsing history, and opened tabs from your Google Account, so that you can maintain the same experience across your phone, your PC, your tablet and other devices.

Downloads

The **Downloads** app keeps a record of the files you have downloaded using apps such as **Browser** and **Email**.

Touch in the home screen and select **Downloads** to check the record.

- Touch a file to open it with the appropriate applications.
- Touch and hold a file, or check the box in front of it, to delete or share it.

File Manager

Quickly access all of your images, videos, audio clips, and other types of files on your phone and on the memory card.

Touch in the home screen and select **File Manager**. You can find the file you need by category in the **CATEGORY** tab, or touch **PHONE** or **SD CARD** to browse folders and files on the phone storage or the microSDHC card.

- Touch folders and files to access stored items.
- Touch and hold an item to access option icons such as Copy, Move, Share, or Delete.

- To copy or move an item, navigate to a new location and touch **PASTE**.
- Touch to create a new folder in the current directory.

Full Share

Full Share offers a wireless solution to sharing media files among devices connected to the same Wi-Fi network. You can use this feature to easily access media content on different devices without having to transfer files.

Share Media Files on Your Phone

1. Connect your phone to a Wi-Fi network.
2. Touch in the home screen and select **Full Share**.
   NOTE: The first time you launch Full Share, you can follow the wizard to start sharing files or accessing files on other devices.
3. Touch **Set shared files** and check or uncheck **Audio**, **Video**, or **Image**. Only checked types of files will be shared.
4. Touch **Add directory** to select the folders you want to share.
5. Touch the switch at the top to turn on file sharing.

Now your phone works as a media server and you can access the shared files from other devices that support Full Share and are connected to the same Wi-Fi network as your phone.

Access Shared Files on Other Devices

After another device has shared its media contents while connected to a Wi-Fi network, you can access them with your phone.

1. Connect your phone to the same Wi-Fi network as the other device.
2. Touch in the home screen and select **Full Share**.
3. Touch **Search for devices nearby** to discover the other device, which should appear in the Server List.
4. Touch the device and select a category to access its contents.
5. Touch a file (and select a media render if prompted) to start playing it with the dedicated player for shared media contents.

   You can also touch and hold a file to select multiple items to download the files to your phone or upload to other media servers.

Mi-EasyAccess

With **Mi-EasyAccess**, you can access selected applications right from the lock screen when the screen lock is set as ‘Long press' by touching the bottom of the screen and sliding to the left. See *Getting Started – Locking/Unlocking the Screen and Keys* for more information.

To select the applications you can access, touch the **Home**

Key > **> Mi-EasyAccess**. Touch '+' to add an application, or touch to remove one. You can also slide the ON/OFF switch at the top to enable or disable this feature.

NotePad

Touch in the home screen and select **NotePad** to save and view your text notes and memos.

- Touch **New** to create a new note. Then enter your text and touch **Save** to save it.
- Touch a note to view its entire contents. With the option icons at the bottom, you can edit, delete, or share it, or export it as a text file (*.txt) to your phone storage or the microSDHC card.

Task Manager

Touch in the home screen and select **Task Manager** to view or stop applications.

- Touch a task in the **Tasks** tab to check the details of the application or force it to stop.
- Touch the **Apps** tab to manage all the applications on your phone.
- Touch the **Resources** tab to view the real-time use of the system resources (CPU, RAM and storages).

Google Play™ Store

Touch in the home screen and select **Play Store**. You can buy or rent music, books, movies, and apps and download them to your phone.

NOTE: The content you can access in Google Play store depends on your region and your service provider.

Browsing and Searching for Apps

You can browse apps by category and sort them in different ways. Touch a top-level category, such as **Games** and touch an app from any subcategory.

You can also search for apps using an app's name or description, or the developer's name. Just touch and enter the search terms.

Downloading and Installing Apps

When you find the app you are interested in through browsing or searching, touch it to open its details screen, where more information about the app is displayed.

1. Touch **INSTALL** (free apps) or the price (paid apps). If the app is not free, you need to sign in to your Google Wallet account and select a payment method.

   CAUTION: Once installed, some apps can access many functions or a significant amount of your personal data. The

Play Store will show you what the app can access. Touch **ACCEPT** to proceed, or touch the **Back Key** to cancel.

2. Wait for the app to be downloaded and installed automatically. Payment needs to be authorized before paid apps start downloading.

The app is successfully installed when the icon appears in the status bar. You can find the new app after touching the **Home Key >** .

Creating a Google Wallet™ Account

You must have a Google Wallet account associated with your Google Account to purchase items from the Google Play Store app.

Do one of the following:

- On your computer, go to *checkout.google.com* to create a Google Wallet account.
- The first time you use your phone to buy an item from Google Play Store, you're prompted to enter your billing information to set up a Google Wallet account.

WARNING: When you've used Google Wallet once to purchase items from the Google Play Store app, the phone remembers your password so you don't need to enter it the next time. For this reason, you should secure your phone to prevent others from using it without your permission.

Managing Your Downloads

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

View Your Downloaded Apps

1. On the Apps screen of Play Store, touch **> My apps**.
2. Your list of installed apps opens. You can touch one to rate it, uninstall it, request a refund and so on.

Uninstall an App

1. On the Apps screen of Play Store, touch **> My apps**.
2. Touch an app to open its details screen.
3. Touch **UNINSTALL > OK**.

Settings

Touch in the home screen and select **Settings**. The **Settings** app contains most of the tools for customizing and configuring your device.

General Settings

Airplane Mode

In the **Settings** app, slide the switch beside **Airplane mode**. All the phone's radios that transmit voice or data are turned off.

Wi-Fi

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

Bluetooth

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

Mobile Networks

Control mobile data use and select roaming mode. See *Connecting to Networks and Devices – Connecting to Mobile Networks*.

Sound

Adjust volumes (see *Personalizing – Adjusting Volumes*), toggle sound and mute (see *Switching to Silent Mode*), set up ringtone and notification sound (see *Personalizing – Changing Ringtone and Notification Sound*), configure SRS sound effects, and select system sounds.

Display

- **Brightness:** Set the brightness of the display.
- **Wallpaper:** Select a background image for the home screen.
- **Auto-rotate screen**: Check this option to let the phone automatically change the orientation of some onscreen content based on the position of the phone.
- **Sleep:** Set the length of time of inactivity before the screen turns off.
- **Daydream:** Manage the Daydream function. When Daydream is enabled, photos or animations will be displayed as a screensaver.
- **Font size:** Set the font size of the text on the screen.
- **Pulse notification light:** Flash the LED light to notify you of missed calls, new messages, and other events.
- **Touch key light duration:** Set the back light duration for the **Home Key**, the **Menu Key** and the **Back Key**.

Date & Time

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

Language & Input

- **Language:** Select a language for your system.
- **Spell checker:** Check the spelling or text you enter or set the spell checker options.
- **Personal dictionary:** Add new words to the phone's dictionary or remove words from the dictionary. The words you add are used for spelling check and word suggestion.
- **KEYBOARD & INPUT METHODS:** Configure text input settings. See *Knowing the Basics – Entering Text – Input Settings*.
- **Voice Search:**
  - **Language:** Select the language you use when entering text by speaking or searching by speaking.
  - **Speech output:** Set when to use speech output.
  - **Block offensive words:** Check to hide offensive words the phone has transcribed.
  - **Hotword detection:** Check to say "OK, Google" to launch voice search.
  - **Offline speech recognition:** Select one or more additional language packages so you can use speech recognition when you do not have a network connection.

- **Personalized recognition:** Allow Google to associate your voice with your Google Account in order to improve speech recognition quality.
- **Google Account dashboard:** Open the Google Account dashboard in the web browser to manage the data that Google can collect from you.
- **Bluetooth headset:** Listen for your voice input through a Bluetooth headset when it is connected to your phone.

- **Text-to-speech output:**
  - **PREFERRED ENGINE:** Select the speech synthesis engine you want to use or change its settings.
  - **Speech rate:** Select how quickly you want the synthesizer to speak.
  - **Listen to an example:** Play a brief sample of the speech synthesizer, using your current settings.
- **Pointer speed:** Select how fast the pointer/mouse should scroll when you connect the phone to a trackpad or mouse accessory.

Wireless & Networks

Data Usage

Touch the **ON/OFF** switch to turn on or off mobile data.

You can check how much data has been used during the time cycle you set, set a mobile data limit and warning, see what

apps have been using mobile data, or restrict background data for individual apps.

NOTE: The data usage is measured by your phone. Your carrier's data usage accounting may differ.

Touch the **Menu Key > Mobile HotSpots** to select Wi-Fi networks that are mobile hotspots. Data usage on recognized mobile hotspots will be restricted to avoid high mobile data bills.

VPN

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

Device

Storage

Check memory information for your memory card and internal storage.

- Touch **Save location** to set the default save location for user data, such as pictures or videos you shot with the phone's camera or files you have downloaded when browsing the web.
- Touch **Unmount SD card** to unmount the memory card from your phone so that you can safely remove the card while the phone is on.

- Touch **Erase external SD card** to delete all data on the microSDHC card.

Battery

Check how much power remains for the battery and what has been using the battery.

You can touch an app to adjust its settings in order to save battery life.

Apps

See apps installed on your phone and manage them.

Touch an app in the **DOWNLOADED**, **RUNNING**, or **ALL** tab to see its information. You can stop the app, uninstall the app, or clear data and cache.

NOTE: Not all applications can be uninstalled.

Connect to PC

Select your USB connection type between your phone and PC. See *Connecting to Networks and Devices – Connecting to Your Computer via USB*.

Personal

Location Access

Activate location services to determine your location. See *Maps*

– Activating Location Services.

Security

- **Screen lock:** Disable the screen lock or enable it with long press, face unlock, pattern, PIN, or password. See *Personalizing – Protecting Your Phone With Screen Locks*.
- **Owner info:** Set the text that you may display on the lock screen.
- **Encrypt phone:** Encrypt your data on the phone to protect your privacy. See *Personalizing – Protecting Your Phone With Encryption*.
- **Make passwords visible:** Display passwords as you enter them.
- **Device administrators:** View or deactivate apps you have authorized to be device administrators.
- **Unknown sources:** Check this option to permit installation of apps from sources other than the Play Store.
- **Verify apps:** Disallow or warn before installation of apps that may cause harm.
- **Trusted credentials:** Display trusted CA certificates.
- **Install from SD card:** Install certificates from the memory card.
- **Clear credentials:** Delete all certificates.

Backup & Reset

- **Back up my data:** Back up app data, Wi-Fi passwords, and other settings to Google servers after you sign in to your Google account.
- **Backup account:** Select the Google Account that your data is backed up to.
- **Automatic restore:** Restore previously backed up settings and data when you reinstall an app.
- **Factory data reset:** Reset your phone to factory default settings. All your personal data from the phone's internal storage will be erased. You can also erase the data on the memory card during the process.

Accounts

Manage your accounts and synchronization settings. Touch **Add account** to sign in to or create accounts on your phone.

Touch an account type to see that type of accounts you have added and adjust the account settings.

System

Accessibility

Configure accessibility plug-ins on your phone, such as using **TalkBack** for low-vision users.

Developer Options

Developer options contains settings that are useful when developing Android applications. The menu is hidden until you touch **Software Version** in the **About phone** menu 7 times.

WARNING: The developer option settings are intended for development use only. The can cause your phone and applications on it to break or misbehave.

Software Update

You can check your system’s software version or check for available updates.

About Phone

View phone status, legal notice, model number, software version and other information.

Upgrading the Phone Software

There are several ways to upgrade your phone software:

1. Use the online upgrade tool for mobile terminal products.
2. Use the one-press upgrade package offered by your mobile service provider.
3. Use the upgrade package on your microSDHC card.

NOTE: Visit the ZTE official handset service support website (http://www.ztedevice.com/support) and click your country or region to learn more about the above upgrade methods, as well as which phones and methods are supported.

Troubleshooting

If you encounter problems while using the phone, or if it performs abnormally, you can refer to the chart below. If your particular problem cannot be resolved using the information in the chart, contact the dealer where you purchased the phone.

Problem	Possible causes	Possible solution
Poor reception	The network signal is too weak at your current location, for example, in a basement or near a tall building, because wireless transmissions cannot effectively reach it.	Move to a location where the network signal can be properly received.
	The network is busy at the current time (for example, during peak times, there may be too much network traffic to handle additional calls).	Avoid using the phone at such times, or try again after waiting a short time.
	You are too far away from a base station for your service provider.	You can request a service area map from your service provider.

Problem	Possible causes	Possible solution
Echo or noise	Poor network link quality on the part of your service provider.	End the call and dial again. You may be switched to a better-quality network link or phone line.
	Poor local telephone line quality.	End the call and dial again. You may be switched to a better-quality network link or phone line.
Unable to select certain features	Your service provider does not support these features, or you have not applied for services that provide these features.	Contact your service provider.
Battery not charging	The battery or battery charger is damaged.	Contact the dealer.
	The phone's temperature is below 0°C or higher than 45 °C.	Adjust the battery charging environment to avoid extremes of temperature.
	Poor contact between the battery and charger.	Check all connectors to make sure all connections have been properly made.

Problem	Possible causes	Possible solution
Shortened standby time	The standby time is related to your service provider system configuration. The same phone used with different service providers' systems will not provide exactly the same length of standby time.	If you are located in an area where signaling is weak, temporarily power off the phone.
	The battery is depleted. In high temperature environments, battery life will be shortened.	Use a new battery.
	If you are not able to connect to the network, the phone will continue to send out signals as it attempts to locate a base station. Doing so consumes battery power and will consequently shorten standby time.	Change your location to one where the network is accessible, or temporarily turn off your phone.
Cannot turn your phone on	Battery power has been depleted.	Recharge the phone's battery.

Problem	Possible causes	Possible solution
Unable to connect to the network	You are not within the network's service area.	Check the service area with your service provider.
	Poor signal.	Move to an open space, or if you are inside a building, move closer to a window.
Unable to enter information into the phonebook	The phonebook's memory is already full.	Delete unnecessary data from the contacts.
Phone crashes, reboots, freeze, or cannot be powered on	Some third-party software is not compatible with your phone.	Reset the phone to factory status.
		Enter safety mode and uninstall the software that may cause the problem.
		Upgrade the phone software.

For Your Safety

General Safety

	Don’t make or receive handheld calls while driving. Never text while driving.		Don’t use at gas stations.
	Keep your phone at least 15 mm away from your ear or body while making calls.		Your phone may produce a bright or flashing light.
	Small parts may cause choking.		Don’t dispose of your phone in fire.
	Your phone can produce a loud sound.		To prevent possible hearing damage, do not listen at high volume levels for long periods.
	Avoid contact with anything magnetic.		Avoid extreme temperatures.
	Keep away from pacemakers and other electronic medical devices.		Avoid contact with liquids. Keep your phone dry.

	Turn off when asked to in hospitals and medical facilities.		Don’t take your phone apart.
	Turn off when told to in aircrafts and airports.		Only use approved accessories.
	Turn off when near explosive materials or liquids.		Don’t rely on your phone for emergency communications.

Radio Frequency (RF) Energy

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 radio frequency (RF) energy set by the Federal Communications Commission of the U.S. Government:

The exposure standard for wireless mobile 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 accepted by the FCC with the device transmitting at its highest certified power level in all tested frequency bands. Although the SAR is determined at the highest certified power level, the actual SAR level of the device while operating can be well below the maximum value. This is because the device is designed to operate at multiple power levels so as to use only the poser

required to reach the network. In general, the closer you are to a wireless base station antenna, the lower the power output.

The highest SAR value for the device as reported to the FCC when tested for use at the ear is 0.56 W/kg and when worn on the body, as described in this user guide, is 1.32 W/kg (Body-worn measurements differ among device models, depending upon available enhancements and FCC requirements.)

While there may be differences between the SAR levels of various devices and at various positions, they all meet the government requirement.

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

FCC ID: SRQ-Z797C

For body worn operation, this device has been tested and meets the FCC RF exposure guidelines for use with an accessory that contains no metal and the positions the handset a minimum of 1.0 cm from the body. Use of other enhancements may not ensure compliance with FCC RF exposure guidelines. If you do not use a body-worn accessory and are not holding the device at the ear, position the handset a minimum of 1.0 cm from your body when the device is switched

on.

FCC Compliance

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

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

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

- Reorient or relocate the receiving antenna.

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

Hearing Aid Compatibility (HAC) regulations for Mobile phones

In 2003, the FCC adopted rules to make digital wireless telephones compatible with hearing aids and cochlear implants. Although analog wireless phones do not usually cause interference with hearing aids or cochlear implants, digital wireless phones sometimes do because of electromagnetic energy emitted by the phone's antenna, backlight, or other components. Your phone is compliant with FCC HAC regulations (ANSI C63.19- 2011). While some wireless phones are used near some hearing devices (hearing aids and cochlear implants), users may detect a buzzing, humming, or whining noise. Some hearing devices are more immune than others to this interference noise and phones also vary in the amount of interference they generate. The wireless telephone industry has developed a rating system for wireless phones to assist hearing device users in finding phones that may be compatible with their hearing devices. Not all phones have been rated. Phones that are rated have the rating on their box or a label located on the box. The ratings are not guarantees. Results will vary depending on the

user's hearing device and hearing loss. If your hearing device happens to be vulnerable to interference, you may not be able to use a rated phone successfully. Trying out the phone with your hearing device is the best way to evaluate it for your personal needs.

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

M-Ratings: Phones rated M3 or M4 meet FCC requirements and are likely to generate less interference to hearing devices than phones that are not labeled. M4 is the better/higher of the two ratings.

T-Ratings: Phones rated T3 or T4 meet FCC requirements and are likely to be more usable with a hearing device’s telecoil (“T Switch” or “Telephone Switch”) than unrated phones. T4 is the better/ higher of the two ratings. (Note that not all hearing devices have telecoils in them.)

Your phone meets the M4/T4 level rating.

Hearing devices may also be rated. Your hearing device

manufacturer or hearing health professional may help you find this rating. For more information about FCC Hearing Aid Compatibility, please go to http://www.fcc.gov/cgb/dro.

Distraction

Driving

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

Operating Machinery

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

Product Handling

General Statement on Handling and Use

You alone are responsible for how you use your phone and any consequences of its use.

You must always turn off your phone wherever the use of a phone is prohibited. Use of your phone is subject to safety measures designed to protect users and their environment.

- Always treat your phone and its accessories with care and keep it in a clean and dust-free place.
- Keep the screen and camera lens clean. Unclean screen or camera lens may slow down the phone's reaction to your operations or lower image quality.
- Clean the device and its accessories with a soft material such as cleaning cloth for eyeglass lenses. Do not use alcohol or other corrosive substances for cleaning or allow them to get inside.
- Do not expose your phone or its accessories to open flames or lit tobacco products.
- Do not expose your phone or its accessories to liquid, moisture or high humidity.
- Do not drop, throw or try to bend your phone or its accessories.
- Do not paint your phone or its accessories.
- Do not attempt to disassemble your phone or its accessories. Only authorized personnel can do so.
- Do not expose or use your phone or its accessories in a environment with or that can reach extreme temperatures, minimum - [5] and maximum + [50] degrees Celsius.
- Do not place your phone inside or near heating equipments or high pressure containers, such as water heaters, microwave ovens, or hot cooking utensils. Otherwise, your phone may be damaged.

- Please check local regulations for disposal of electronic products.
- Do not carry your phone in your back pocket as it could break when you sit down.

Small Children

Do not leave your phone and its accessories within the reach of small children or allow them to play with it.

They could hurt themselves or others, or could accidentally damage the phone.

Your phone contains small parts with sharp edges that may cause an injury or may become detached and create a choking hazard.

Demagnetization

To avoid the risk of demagnetization, do not allow electronic devices or magnetic media to be close to your phone for a long time.

Antenna

Do not touch the antenna unnecessarily.

Normal Use Position

When placing or receiving a phone call, hold your phone to your ear, with the bottom towards your mouth.

Air Bags

Do not place a phone in the area over an air bag or in the air bag deployment area as an airbag inflates with great force and serious injury could result.

Store the phone safely before driving your vehicle.

Seizures/Blackouts

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

Repetitive Strain Injuries

To minimize the risk of Repetitive Strain Injury (RSI) when texting or playing games with your phone:

- Do not grip the phone too tightly.
- Press the buttons lightly.
- Use the special features which are designed to minimize the times of pressing buttons, such as Message Templates and Predictive Text.
- Take many breaks to stretch and relax.

Emergency Calls

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

Loud Noise

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

Phone Heating

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

Electrical Safety

Accessories

Use only approved accessories.

Do not connect with incompatible products or accessories.

Take care not to touch or allow metal objects, such as coins or key rings, to contact or short-circuit in the battery terminals.

Never puncture the surface of the battery with sharp objects.

Connection to a Car

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

Faulty and Damaged Products

Do not attempt to disassemble the phone or its accessories.

Only qualified personnel can service or repair the phone or its accessories.

If your phone (or its accessories) has been submerged in water, punctured, or subjected to a severe fall, do not use it until you have taken it to be checked at an authorized service center.

CTIA Requirements

- Do not disassemble or open crush, bend or deform, puncture or shred.
- Do not modify or remanufacture, attempt to insert foreign objects into the battery, immerse or expose to water or other liquids, expose to fire, explosion or other hazard.
- Only use the battery for the system for which it is specified.
- Only use the battery with a charging system that has been qualified 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.

- Do not short circuit a battery or allow metallic conductive objects to contact battery terminals.
- Replace the battery only with another battery that has been qualified with the system per this standard, IEEE-Std-1725. Use of an unqualified battery may present a risk of fire, explosion, leakage or other hazard.
- Promptly dispose of used batteries in accordance with local regulations.
- Battery usage by children should be supervised.
- Avoid dropping the phone or battery. 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.
- Improper battery use may result in a fire, explosion or other hazard.
- The phone shall only be connected to CTIA certified adapters, products that bear the USB-IF logo or products that have completed the USB-IF compliance program.

Radio Frequency Interference

General Statement on Interference

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

Pacemakers

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

Hearing Aids

People with hearing aids or other cochlear implants may experience interfering noises when using wireless devices or when one is nearby.

The level of interference will depend on the type of hearing device and the distance from the interference source. Increasing the separation between them may reduce the interference. You may also consult your hearing aid manufacturer to discuss alternatives.

Medical Devices

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

Hospitals

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

equipment.

Aircraft

Turn off your wireless device whenever you are instructed to do so by airport or airline staff.

Consult the airline staff about the use of wireless devices onboard the aircraft. If your device offers a ‘flight mode’, this must be enabled prior to boarding an aircraft.

Interference in Cars

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

Explosive Environments

Gas Stations and Explosive Atmospheres

In locations with potentially explosive atmospheres, obey all posted signs to turn off wireless devices such as your phone or other radio equipment.

Areas with potentially explosive atmospheres include fueling areas, below decks on boats, fuel or chemical transfer or storage facilities, and areas where the air contains chemicals or particles, such as grain, dust, or metal powders.

Blasting Caps and Areas

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