

# User manual

## Tab mini 7



VFD 1100

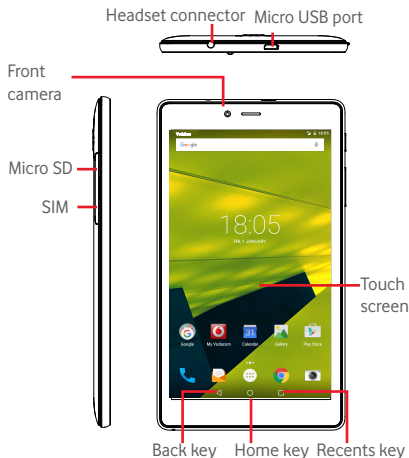
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# 1 Your device

## 1.1 Keys and connectors



### **Recents key**

- Touch to open a list of thumbnail images of applications you've worked with recently.



### **Home key**

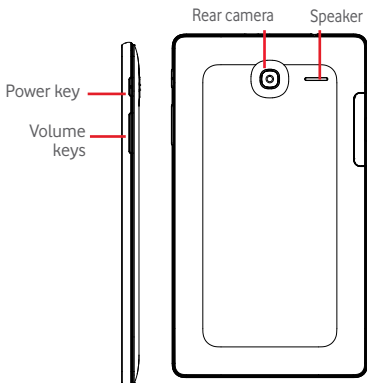
- Touch to return to the Home screen from any other screen or application.



### **Back key**

- Touch to go back to the previous screen, or to close a dialogue box, options menu, the notification panel, etc.

These keys are visible when the screen lights up.



### Power key

- Press: Lock the screen/Light up the screen
- Press and hold: Power on or produce a pop up menu to get more options, such as Power off, **Flight mode**, etc.
- Press and hold the **Power** key and **Volume Down** key to capture a screenshot.

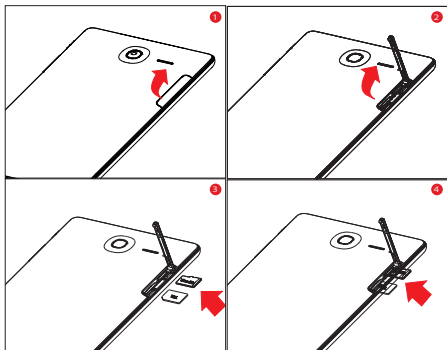
### Volume Keys

- Adjust the media volume in Music/Video/Streaming mode.
- Double click to open the camera.

## 1.2 Getting started

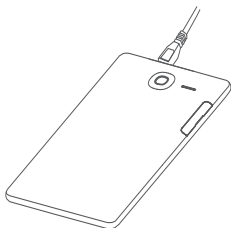
### 1.2.1 Setup

#### Inserting the micro-SIM card and the microSD card




Your tablet only supports micro-SIM cards. Do not attempt to insert other SIM types like mini and Nano cards, otherwise you may damage your tablet

#### Charging the battery



To charge your tablet, connect the charger to your tablet and mains socket.

- When using your tablet for the first time, charge the battery fully (approximately 3.5 hours).

You are advised to fully charge the battery (  ). Charging status is indicated by the percentage shown on the screen while the tablet is powered off. The percentage increases as the tablet is charged.



To reduce power consumption and energy waste, when the battery is fully charged, disconnect your charger from the plug; switch off Wi-Fi, GPS, Bluetooth or background-running applications when not in use; reduce the backlight time, etc.

The charger should be installed close to the tablet and be easily accessible.


### 1.2.2 Powering on your tablet

Hold down the **Power** key until the tablet powers on, unlock your tablet if necessary, using the Slide/PIN/Password/Pattern methods described later in this manual, and confirm. The Home screen is displayed.


If you do not know your PIN code or if you have forgotten it, contact your network operator. Do not leave your PIN code with your tablet. Store this information in a safe place when not in use.

### Setting up your tablet for the first time

The first time you power on the tablet, you should set the following options:

- Select the tablet's language, then touch .
- Insert your SIM card or touch **SKIP** to go to the next step.
- Select a Wi-Fi network to connect with, or touch **SKIP** to go to the next step.
- Set **Date & time**, then touch **NEXT**.
- Add your name so that apps can be personalized later, then

touch **NEXT**.

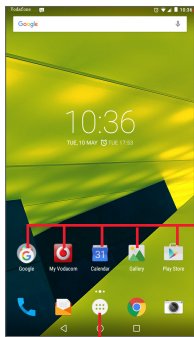
- Set the tablet protection features, or uncheck the box of the **Protect this device** setting and touch **SKIP** to go to the next step.
- Review the Google services which are offered, then touch **NEXT**.
- View **App permissions**, then touch **Next**
- Touch  to turn on/off **Help tips**, then touch **NEXT** to finish.

### 1.2.3 Powering off your tablet

Hold down the **Power** key until a popup menu appears, then select **Power off** to confirm.

## 1.3 Home screen

You can bring all your favourite icons (applications, shortcuts, folders and widgets) to your Home screen for quick access. Touch the **Home** key to switch to the Home screen.



**Status bar**

Status/Notification indicators.

**Favourite tray applications**

- Touch to launch the application.
- Long press to move applications.

**Application tab**

Touch to see all applications.



The Home screen extends on the right side of the screen to allow more space for adding applications, shortcuts etc. Slide the Home screen horizontally to the right to get a complete view of the Home screen. The white dot at the lower part of the screen indicates which screen you are viewing.

### 1.3.1 Using the touchscreen

#### Touch



To access an application, touch it with your finger.

When the tablet is in standby mode, double touch the screen to wake up the tablet. For detailed instructions on this feature, refer to **Double tap to wake up** in "1.3.4 Lock/Unlock your screen".

#### Long Press



Long press the Home screen to access **Widgets, Wallpapers,** and **Settings** screen. Long press an application on the Home screen to remove it. Long press an application on the application launcher to get app information, or uninstall the application.

#### Drag



Place your finger on any item to drag it to another location.

#### Slide/Swipe



Slide the screen to scroll up and down the applications, images, web pages... at your convenience.

#### Flick



Similar to swiping on the screen, but flicking makes it move quicker.

## Pinch/Spread



Place the fingers of one hand on the screen surface and draw them apart or together to scale an element on the screen.

## Rotate























Automatically change the screen orientation from portrait to landscape by turning the tablet sideways to have a better view.

## 1.3.2 Status bar



















From status bar, you can view both your tablet's status on the right side and notification information on the left side.

### Status icons

	GPRS (2G) connected		No signal
	EDGE (2G) connected		Roaming
	HSPA (3G) connected		No SIM card inserted
	Signal strength		Alarm is set
	3G connected		Ringer is silenced
	Connected to a Wi-Fi network		Tablet microphone is mute
	Bluetooth is on		Battery is partially drained

	Battery is full		Battery is charging
	Headset connected		Battery is low
	Flight mode		Battery is very low

## Notification icons

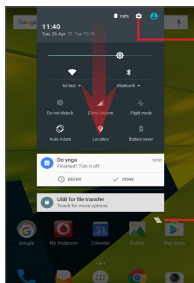
	New text or multimedia message		USB tethering is on
	Problem with SMS or MMS delivery		Portable Wi-Fi hotspot is on
	Screenshot captured		Downloading data
	Call in progress		Uploading data
	Missed call		Screenshot error
	Call on hold		International Roaming is enabled
	Call forwarding is on		International Roaming is disabled
	Upcoming event		An open Wi-Fi network is available
	Data is synchronizing		Song is playing

## Notification panel and Quick settings panel

When there are notifications, touch and drag down the Status

bar from the top of the screen to open the Notification panel and read the detailed information.

In the Notification panel, touch and swipe down the top gray bar to open the Quick settings panel, where you can enable or disable functions or change modes by touching the icons. Touch and drag up to close the panel.

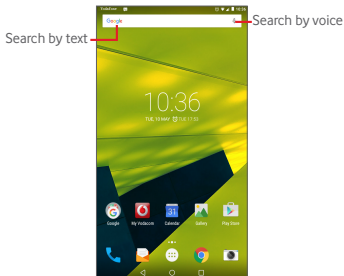


Touch to access **Settings**, and access options for more items.


Touch to clear all event-based notifications (other ongoing notifications will remain).

### 1.3.3 Search bar


The tablet provides a Search function which can be used to locate information within applications, the tablet or the web.



### Search by text

- Touch the Search bar on the Home screen.
- Enter the text/phrase you want to search for.
- Touch  on the keyboard if you want to search on the web.


### Search by voice

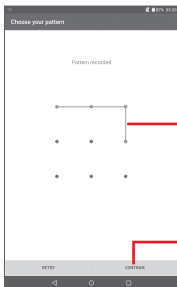
- Touch  on the Search bar to display a dialogue screen.
- Speak the word/phrase you want to search for. A list of search results will appear for you to select from.

## 1.3.4 Locking/Unlocking your screen

To protect your tablet and privacy, you can lock the tablet screen by choosing Swipe, creating a variety of patterns, or by using a PIN, password etc.

**To create a screen unlock pattern** (refer to section "Screen lock" for detailed settings)

- Drag down the Quick settings panel and touch the settings icon  to enter **Settings**, then touch **Security > Screen lock > Pattern**.
- create your own pattern.



Draw your unlock pattern

Touch to confirm by drawing the pattern again

### To create a screen unlock PIN/Password

- Touch **Settings > Security > Screen lock > PIN** or **Password**.
- Set your PIN or password.

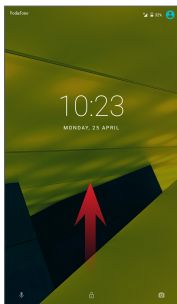
### To lock your tablet's screen

Press the **Power** key once to lock the screen.



### To unlock your tablet's screen

Press the power key once to light up the screen, draw the unlock pattern you have created or enter your PIN or password, etc. to unlock the screen.

If you have chosen **Swipe** as the screen lock, touch and drag the lock icon to the top to unlock the screen.



## Double touch to wake up

- Drag down the Quick settings panel and touch the settings icon  to enter **Settings**, then touch **Display**.
- Touch  beside **Double touch to wake up** to enable/disable

the feature. When the feature is enabled, double touching on the turned-off screen will turn it on.

## 1.3.5 Personalizing your Home screen

### Adding

Long press a folder, an application or a widget to activate the Move mode, then drag the item to your preferred Home screen.

### Repositioning

Long press the item to be repositioned to activate the Move mode, drag the item to the desired position and then release. You can move items both on the Home screen and the Favourite tray. Hold the icon on the left or right edge of the screen to drag the item to another Home screen.

## Removing

Long press the item to be removed to activate the Move mode, drag the item up to the top of **Remove**, and release after the item turns gray.

## Creating folders

To optimize the organisation of items (shortcuts or applications) on the Home screen, you can add them to a folder by stacking one item on top of another.

## Customizing a favourite app


Swipe the home screen right to quickly access you favourite app. The default app is **Flipboard**, you can change your favourite app in **Settings> Display> Favourite Home screen app**.

## Customizing Wallpaper

Long press a blank area on your Home screen, then touch **WALLPAPERS** to customize wallpaper.


## 1.3.6 Volume adjustment

### Using Volume keys

Press the **Volume** keys to adjust the volume. To activate Silent mode, press either **Volume** key, and touch the  icon; alternatively, long press the **Power** key and select **Silent mode** in the menu.

Double press the **Volume** keys in lock screen mode to open the camera.

### Using the Settings menu


Drag down the Quick settings panel and touch the settings icon  to enter **Settings**, then touch **Sound & notification**, you can set the volume of media, notifications, system etc. as preferred.



## 2 Text input

### 2.1 Using the Onscreen Keyboard

#### Onscreen Keyboard settings

Drag down the Quick settings panel and touch the settings icon  to enter **Settings**, select **Language & input**, touch **Android Keyboard**. A series of settings are available for your selection.

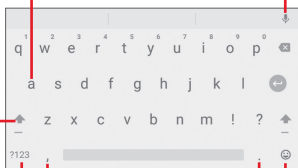
### 2.2 Android Keyboard

Long press a letter to display more choices to input.

When Wi-Fi or data connection is on, touch to enter voice input.

Touch to toggle between "Abc" and "abc" modes; touch twice to activate "ABC" mode.

Touch to activate the numeric keyboard.



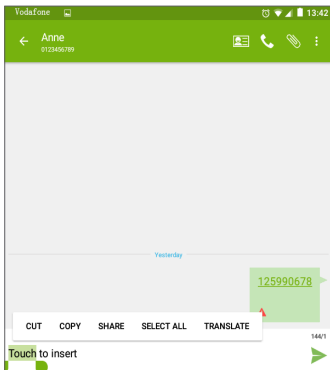
Long press to display settings

Long press to enter symbols.

Touch to select emoticon.

### 2.3 Text editing

The tablet provides text editing functions which help you select, copy, cut, and paste text within and between applications so that you can copy text from Messaging to Email, Calendar etc .or vice versa.



Any text which you have entered or which you are reading in an email or web page can be edited. Long pressing on the text will provide the following options: **CUT**, **COPY**, **PASTE**, **SHARE** and **TRANSLATE**. Drag the sliders to change the high-lighted selection.

### **You can also insert new text.**

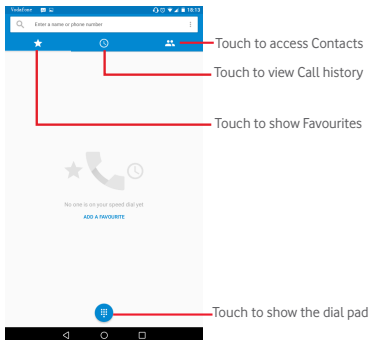
- Touch where you want to type, or long press on a blank space, the cursor will blink and the slider will appear. Drag the slider to move between letters.
- If you previously selected some text, touch the slider to show the **PASTE** icon which allows you to paste any text you have previously copied or cut.

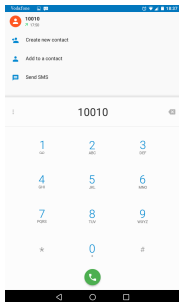
## 3 Phone call

### 3.1 Placing a call


To make a call when the tablet is active, go to the Home screen and touch the Phone icon in the Favourites tray.

Note: Your device features and the position of them may be different, depending on your location, language, carrier, and device model.





Enter the number you want from the dial pad directly or select a contact from Call history or CONTACTS by touching those tabs. Touch the contact name to place the call.

Enter the number from the dial pad and touch  key to reveal the following options:

Create new contact

Touch to create a new contact.

Add to contacts

Save a number to Contacts.

Send SMS


Touch to send an SMS.


Add 2 sec pause

This feature is used during service calls, i.e. when you are asked to input an extension number to access a new department. If you already know the required extension number, dial the main number, press 'Add 2 sec pause' and press the required extension number. Your call will be directed automatically to the correct extension 2 seconds after dialling the main number.



Add wait

Similar to 'Add 2 sec pause', however if you press this option after the main number, a pop-up screen will appear in which you can confirm the required extension number..


If you make a mistake, you can delete the incorrect digits by touching .

To hang up, touch .

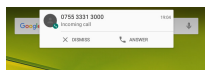
## International call

To make an international call, touch and hold  to enter "+", then enter the international country prefix followed by the full phone number and finally touch .

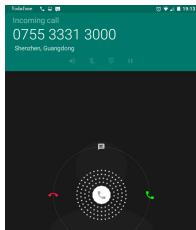
## Emergency call

If your tablet has network coverage, dial the emergency number and touch  to make an emergency call. This works even without a SIM card and without typing the PIN code.

## 3.2 Answering or rejecting a call



When you receive a call, touch ANSWER to answer, touch DISMISS to reject. Or touch the contact you dialled to access the following options:



- Slide the icon right to answer the call;
- Slide the icon left to reject the call;
- Slide the icon up to reject the call by sending a preset message.



Touch to hold the current call. Touch this icon again to retrieve the call.



Touch to display the dial pad.



Touch to mute the current call. Touch this icon again to unmute the call.



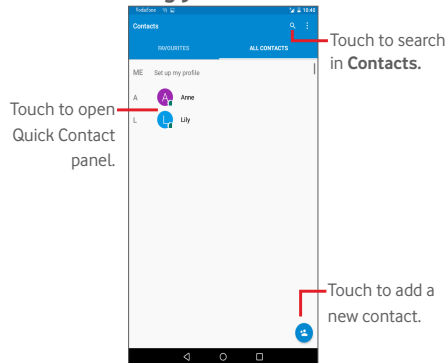
Touch to activate the speaker during the current call. Touch this icon again to deactivate the speaker.


## 4 Contacts

**Contacts** enables quick and easy access to the people you want to reach.

You can view and create contacts on your tablet and synchronize them with your Gmail contacts or other applications.

### 4.1 Consulting your contacts





Touch  to display the contacts list option menu. The following actions will then be available:

- **Contacts to display** Choose which contacts to display.
- **Import/export** Import or export contacts between tablet and SIM card/Internal storage/SD card.
- **Groups** Manage a contact group.
- **Accounts** Manage the synchronization settings for different accounts.

## 4.2 Managing contact groups

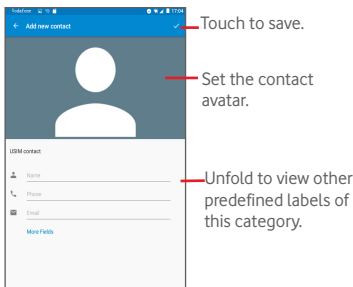
A contact group helps you to optimize the organisation of your contacts. You can add, remove and view groups in the **GROUPS** screen.

Touch  > **Groups** to view local groups. To create a new group, touch , enter the new name and touch **Done** to confirm. You can also add a contact to a group when editing a contact card by choosing '**More fields**' and '**Group name**'.

## 4.3 Adding a contact


Touch the icon  in the contact list to create a new contact.


You are required to enter the contact's name and other contact information. By scrolling up and down the screen, you can move from one field to another easily.




If you want to add more information, touch **More Fields** to add a new category.




When finished, touch  to save.



To exit without saving, you can touch  to **Discard your changes**.

## Adding to/removing from Favourites

To add a contact to Favourites, you can touch a contact to view its details then touch  to add the contact to Favourites (the star will turn white in colour).


To remove a contact from Favourites, touch the full star  on the contact details screen.



## 4.4 Editing your contacts

To edit contact information, touch to choose the contact, then touch  on top of the screen. When finished, touch .


## 4.5 Importing exporting and sharing contacts

This tablet enables you to import/export contacts between your tablet and its SIM card/internal storage/ SD card.

To import contacts from the SIM card/internal storage/SD card, touch  > **Import/export**, select the storage you want to export from and touch **NEXT**, and then **NEXT** again to continue. Select the desired contacts or touch **SELECTED** > **Select all** to select all, and touch **OK** to confirm.


To export contacts to your SIM card/internal storage/SD card, touch  > **Import/export** > **Tablet** and touch **NEXT**. Select the storage you want to import to and touch **NEXT** again to continue. Select the desired contacts or touch **SELECTED** > **Select all** to select all, and touch  to confirm.

You can share one or more contacts with others by sending the contact's vCard to them via Bluetooth, Gmail, etc.

Touch a contact you want to share, touch  > **Share** on the contact details screen, and then select the application to perform this action.


## 4.6 Accounts

Contacts, data or other information can be synchronized from multiple accounts, depending on the applications installed on your tablet.

To add an account, drag down the Quick settings panel and touch  to enter **Settings**, then touch **Accounts > Add account**.

You are required to select the kind of account you are adding, like Google, Email, etc.


As with other account setups, you need to enter detailed information, like username, password, etc.

You can remove an account to delete it and all associated information from the tablet. Open the **Settings** screen, touch the account you want to delete, touch  and select **Remove account**, and confirm.

### Turn on/off the Sync

Touch an account to enter the account screen, and turn on/off the Sync switch. When the Sync is activated, all changes to information on the tablet or online will be automatically synchronized to each other.

### Sync manually

You can also synchronize an account manually on the **Accounts** screen. Touch an account in the list, then touch  and select **Sync now**.

## 5 Messaging & Email


### 5.1 Messaging

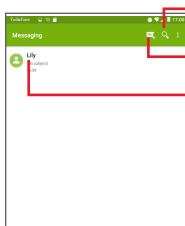


You can create, edit and receive SMS and MMS messages with this tablet.

To access this feature, touch  from the Home screen, then select .

#### 5.1.1 Write message

On the message list screen, touch the new message icon  to write text/multimedia messages.



Touch to search in all messages.


Touch to create a new message.

Touch to view the whole message thread.



For saved contacts, touch the avatar to open the **Quick Contact** panel to communicate with the contact. For unsaved contacts, touch the avatar to add the number to your **Contacts**.

#### Sending a text message

Enter the phone number of the recipient on the **Type name or number** bar and touch **Type text message** bar to enter the text of the message. When finished, touch  to send the text message.

An SMS message of more than 160 characters will be divided to several SMS messages. When the total number of characters you have entered is approaching the 160-character limit, a counter will appear upon the Send option of the text box to remind you how many characters are allowed to be entered in one message.






Specific letters (accented) will increase the size of the SMS message, which may cause multiple SMS messages to be sent to your recipient.

## Sending a multimedia message

MMS enables you to send video clips, images, photos, animations, slides and sounds to other compatible mobiles and e-mail addresses.


An SMS message will be converted to an MMS message automatically when media files (image, video, audio, slides, etc.) are attached or subjects or email addresses are added.

To send a multimedia message, enter the recipient's phone number in the **Type name or number** bar and touch **Type text message** bar to enter the text of the message. Touch  to open the option menu, select **Add subject** to insert a subject, and then touch  to attach a picture, video, audio etc..


When finished, touch  to send the multimedia message.

### Attach options:


- **Pictures** Access the Gallery application or File manager to select a picture as an attachment.
- **Capture picture** Access the Camera app to capture a new picture to attach.
- **Videos** Access the Gallery application or File manager to select a video as an attachment.

- **Capture video** Access Camcorder to record a new video to attach.
- **Audio** Select an audio file as attachment.
- **Record audio** Access the Sound Recorder app to record a voice message to attach.
- **Slideshow** Enter the Edit slideshow screen, touch **Add slide** to create a new slide, and touch the existing slide to edit it. Touch  to get more actions, like setting the slide duration, adding music, etc.
- **Contact** Select a contact to attach its vCard file.

## Manage messages

When you receive a message, an icon  will appear on the status bar as notification. Drag down the status bar to open the Notification panel, and touch the new message to open and read it. You can also access the Messaging application and touch the message to open it.

Messages are displayed in conversational order.

To reply to a message, touch the current message to enter the message-composing screen, enter the text, then touch .


Long pressing an SMS message in the details screen reveals the following options:

### Options

- **Copy** Copy selected message to the clipboard
- **Forward** Forward the message to another recipient.
- **Delete** Delete the current message.
- **Lock** Prevent mis-deletion of a message.
- **View details** View details of the message.

- **Select text** Select text from the selected message to the clipboard.
- **Save message to SIM card** Copy the selected message to your SIM card.

## 5.1.2 Adjust message settings

You can adjust a range of message settings. On the Messaging application screen, touch  and select **Settings**.

## 5.2 Email








To access this function, touch **Email** from the Home screen.

An email wizard will guide you through the steps to set up an email account.

- Enter the email address and password of the account you want to set up.
- Touch **NEXT**. If the account you entered is not provided by your service provider in the device, you will be prompted to go to the email account settings screen to enter settings manually. Alternatively you can touch **MANUAL SETUP** to directly enter the incoming and outgoing settings for the email account you are setting up.
- Enter the account name and display name for outgoing emails.

### Creating and sending emails

- Touch the icon  from the Inbox screen.
- Enter recipient(s) email address(es) in the **To** field.
- If necessary, touch  and select **Cc/Bcc** to add a copy or a blind copy recipient to the message.
- Enter the subject and the content of the message.
- Touch  to add an attachment.


- Finally, touch  to send.
- If you do not want to send the mail right away, you can touch  > **Save draft** or touch the **Back** key to save a copy.

## Receiving and reading your emails

When a new email arrives, you will receive a notification.

Touch **Email** from the Home screen and touch the new mail to read it.

You can search for an email by sender, receiver, subject, etc.

- Touch the icon  from the Inbox screen.
- Enter the keyword you want to search for in the search box and confirm in the keyboard.

## 6 Calendar & time


### 6.1 Calendar



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


#### 6.1.1 Multimode view

You can display the Calendar in Day, Week, Month, or Schedule views.

- Touch  from the Calendar screen, and touch the **Schedule**, **Day**, **Week**, or **Month** label to change your Calendar view. Touch the date icon in the upper right corner to return to Today's view.

#### 6.1.2 Creating new events

You can add new events from any Calendar view.



- Touch the  icon and select Event to access the new event edit screen.
- Fill in all required information for this new event. If it is a whole-day event, you can turn on the **All-day** switch.
- Invite guests to the event. Enter the email addresses of the desired guests. The guests will receive an invitation from Calendar and Email.
- When finished, touch **SAVE** from the top right of the screen.

To quickly create an event from the Day and Week view screen, touch twice on an empty spot to open the Option menu, enter the event details, and touch **SAVE**.


#### 6.1.3 Deleting or editing an event

To delete or edit an event, touch the event to enter the details



screen, touch the  icon, and edit the event or touch  >**Delete** to delete.



## 6.1.4 Event reminder


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

Touch and drag down the status bar to open the notification panel and touch the event name to view the Calendar notification list.

Touch **Back** to keep the reminders pending on the status bar and the notification panel.

## 6.1.5 Creating a new Goal /reminder

You can also create a Goal or reminder from the Calendar view. Touch  and select Goal or Reminder to access appropriate screen to edit. Follow the instruction to fill in all of the required information, when finished, touch done or .

To view your created Goals, Events and Reminders, touch  from the Home screen and select the Calendar. The events, Goals, and Reminders are displayed on the screen.

Important options available after touching  from the Calendar screen:



- **Search** Search in the calendar
- **Events** Show or hide all events.
- **Birthdays** Show or hide all birthdays.
- **Holidays** Show or hide all holidays.
- **Settings** Edit a range of calendar settings
- **Help & feedback** Search for the required help information and enter your feedback.


## 6.2 Clock




The **Clock** application includes four subsidiary applications – **World clock**, **Alarm**, **Timer** and **Countdown**.

### 6.2.1 Setting an alarm

From the **Clock** screen, touch  to enter the **Alarm** screen, touch  to add a new alarm. Set the hour and minute on the clock, and touch **OK** to confirm. The following options will appear:

- **Repeat** Touch to select the days on which you want the alarm to work.
- **Ringtone** Touch to select a ringtone for the alarm.
- **Label** Touch to set a name for the alarm.
-  Touch to delete the selected alarm.

### 6.2.2 Adjusting alarm settings

By touching  from the Alarm screen and then touching Settings, the following options can be adjusted:

- **Style** Touch to select the clock style: Analog or Digital.
- **Automatic home clock** Mark the check box to activating the Automatic home clock feature.
- **Home time zone** Touch to choose a home time zone.
- **Silence after** Touch to set the duration of alarms
- **Snooze length** Touch to set a temporary turn-off time for an alarm
- **Alarm volume** Touch to set the alarm volume.
- **Volume buttons** Touch to set side **Volume up/down** key behaviours when an alarm sounds: **Do nothing**, **Snooze** or **Dismiss**.

# 7 Getting connected




To connect to the internet with this tablet, you can use 2G/3G networks or Wi-Fi, whichever is most convenient.

## 7.1 Connecting to the Internet

### 7.1.1 2G/3G


#### Creating a new access point

A new 2G/3G network connection can be added to your tablet as follows:

- Drag down the Quick settings panel and touch  to access **Settings**.
- Touch **More > Mobile networks > Access point names**
- Touch  to add a new APN.
- Enter the required APN information.
- When finished, touch  and touch **Save** to confirm.

#### To activate/deactivate Data roaming



When roaming, you can decide to connect/disconnect to a data service.

- Drag down the Notification panel and touch  to access **Settings**.
- Touch **More > Mobile networks** and activate/deactivate Data roaming.
- When Data roaming is deactivated, you can still perform data exchange using a Wi-Fi connection.

### 7.1.2 Wi-Fi




Using Wi-Fi, you can connect to the Internet when your tablet is within range of a wireless network. Wi-Fi can be used on your tablet even without a SIM card inserted.

## To turn **Wi-Fi** on and connect to a wireless network

- Touch  on the Quick settings panel to get to **Settings**.
- Touch **Wi-Fi**.
- Touch the  switch to turn on/off Wi-Fi. When **Wi-Fi** is activated, the detailed information of detected Wi-Fi networks is displayed in the Wi-Fi networks section.
- Touch a Wi-Fi network to connect. If the network you selected is secured, you are required to enter a password or other credentials ( contact your network operator for details). When finished, touch **CONNECT**.



## To activate notification when a new network is detected

When Wi-Fi is on and the network notification is activated, the Wi-Fi icon will appear on the status bar whenever the tablet detects an available wireless network within range. The following steps activate the notification function when Wi-Fi is on:

- Drag down the Quick settings panel and touch  to access **Settings**.
- Touch **Wi-Fi**. Then touch  and select **Advanced** from the Wi-Fi screen.
- Touch the **Network notification** switch  to activate/deactivate this function.

## Adding a Wi-Fi network

When Wi-Fi is on, new Wi-Fi networks can be added according to your preference.

- Drag down the Quick settings panel and touch  to access **Settings**.
- Touch **Wi-Fi**, and then touch .
- Touch **Add network**, enter the name of the network and any required network information.
- Touch **SAVE**.

When successfully connected, your tablet will be connected automatically the next time you are within range of this network.

## Forgetting a Wi-Fi network



The following steps prevent automatic connections to networks which you no longer wish to use:

- Turn on Wi-Fi, if it's not already on.
- In the Wi-Fi screen, long press the name of the saved network.
- Touch **FORGET** in the dialogue that opens.

### 7.1.3 Wi-Fi Direct

When Wi-Fi is on, you may activate **Wi-Fi Direct** and connect the tablet to other Wi-Fi Direct devices to exchange data.

#### Connecting your tablet to other Wi-Fi Direct devices

- Drag down the Quick settings panel and touch  to access **Settings**.
- Touch **Wi-Fi**. Then touch  and select **Advanced > Wi-Fi Direct** from the Wi-Fi screen.
- To make your tablet more recognisable, touch **RENAME DEVICE**, enter a name, and touch **OK** to confirm.
- Touch **SEARCH FOR DEVICES** to display peer devices, then choose a desired device to pair with.
- Follow the instructions appearing on the two devices to pair them. When the two devices are connected, files can be transmitted between them.



#### To disconnect/unpair from a Wi-Fi Direct device


- Touch the paired device you want to unpair.
- Touch **OK** on the popup dialogue to disconnect from the paired device.

### 7.1.4 Wi-Fi WPS

**WPS** is a network security standard to create a secure wireless home network. This allows users to add new devices to an existing network by simply pressing a WPS button or entering a PIN.


#### Connecting your tablet to a secure wireless network:

**Push Button method:** Go to **Settings > Wi-Fi** and turn **Wi-Fi** on. Touch  and select **Advanced > WPS Push Button**. Finally, press the Wi-Fi Push Button on both tablet and the router to connect. The Push Button may be called "WPS" or marked with this symbol .



**Pin Entry method:** Go to **Settings > Wi-Fi** and turn **Wi-Fi** on. Touch  and select **Advanced > WPS Pin Entry**. Touching it will automatically create a new PIN code which will appear on a popup menu. Finally, enter this PIN code on the router. This may take up to two minutes to complete.

## 7.2 Connecting to Bluetooth devices


Bluetooth is a short-range wireless communication technology that you can use to exchange data with, or connect to other Bluetooth devices.

To access this function, drag down the Quick settings panel and touch  to access **Settings**. Then touch **Bluetooth** to display your own and other available devices when the Bluetooth function is activated.

### To turn on Bluetooth

- Drag down the Quick settings panel and touch  to access **Settings**.
- Touch  to activate/deactivate the Bluetooth function.


You can change your tablet's name to make it more recognizable when it is visible with other devices as follows:.

- Touch  and select **Rename this device**.
- Enter a name, and touch **RENAME** to confirm.


### To pair/connect your tablet with a Bluetooth device

To exchange data with another device, you need to turn Bluetooth on and pair your tablet with the Bluetooth device

with which you want to exchange data.

- Drag down the Quick settings panel and touch  to access **Settings**.
- Turn on **Bluetooth**. All available devices will now appear on screen.
- Touch a Bluetooth device you want to be paired with in the list.
- A dialogue will pop up: touch **PAIR** to confirm.
- If the pairing is successful, your tablet will connect with the selected device.

### To disconnect/unpair from a Bluetooth device

- Touch the Settings icon  beside the device you want to unpair from.
- Touch **FORGET** to confirm.

## 7.3 Connecting to a computer

With the USB cable, you can transfer media and other files between the microSD card/internal storage and your computer.

### To connect/disconnect your tablet to/from the computer:

- Use the USB cable that came with your tablet to connect the tablet to a USB port on your computer.
- Open the **Notification** panel and select **USB for file transfer**,
- Select **Transfer files (MTP)** or **Transfer photos (PTP)**, your tablet will be automatically connected.

To locate the data you have transferred or downloaded to internal storage, touch **File Manager**. All data which you have downloaded is stored here so from this location you can view media files (videos, photos, music and others), rename files, install applications into your tablet, etc.



## 7.4 Managing the SD card

The SD card can store photos and files as portable storage as usual. However, your device can also allow the SD card to be used for its internal storage as well, increasing the volume of



the device's internal storage and allowing you to install more apps to your device. To do this, the SD card must first be set as internal storage. Note that any apps installed on your SD card may be deleted or malfunction if the SD card is unmounted later.

### 7.4.1 Setting up your SD card as internal storage

When a new SD card is inserted in your device, it will be used as portable storage by default. You can change it to internal storage as follows:

- Drag down the Quick settings panel and touch  to access **Settings**.
- Touch **Storage & USB > SD card**.
- Touch  and select **Settings > Format as internal**
- Touch **ERASE & FORMAT**, which will erase all data currently stored on the **SD card**.
- Select **Move now** or **Move later** and touch **Next**.
- Touch **DONE** to finish.

### 7.4.2 To format an SD card as Portable storage

- Drag down the Quick settings panel and touch  to access **Settings**.
- Touch **Storage & USB > SD card**
- Touch  and select **Settings**,
- Touch **Format**. On the screen a popup warns you that formatting the SD card will erase its contents. Touch **ERASE & FORMAT**.

### 7.4.3 Safely removing the SD card from your Tablet

The SD card can be removed from your tablet any time the tablet is powered off. To remove the SD card while the tablet is on, you must unmount the storage card from the tablet first, to prevent corrupting or damaging the storage card.


#### To remove an SD card

- Drag down the Quick settings panel and touch  to access





### Settings.

- Touch **Storage & USB > SD card**.
- Touch  and select **Settings > Eject**.

Additionally, you can simply touch the  icon besides the SD card to eject it.

With either way, you can safely remove the SD card from the tablet.

### To format an SD card as Portable storage

- Drag down the Quick settings panel and touch  to access **Settings**.
- Touch **Storage & USB > SD card**
- Touch  and select **Settings**,
- Touch **Format**. On the screen a popup warns you that formatting the SD card will erase its contents. Touch **ERASE & FORMAT**.

## 7.5 Tethering your tablet's mobile data connection



You can share your tablet's mobile data connection with a single computer via a USB cable (USB tethering); with up to eight devices at once by turning your tablet into a portable Wi-Fi hotspot, or via Bluetooth tethering.





Sharing data may incur additional network charges from your network operator. Extra fees may also be charged in roaming areas.

### To share your tablet's data connection via USB



Use the USB cable that came along with your tablet to connect the tablet to a USB port on your computer.

- Drag down the Quick settings panel and touch  to access **Settings**.
- Touch **More > Tethering & portable hotspot**.
- Touch **USB tethering** switch  to activate/deactivate this function.

### To share your tablet's data connection via Bluetooth


- Drag down the Quick settings panel and touch  to access **Settings**.
- Touch **More > Tethering & portable hotspot**.
- Touch **Bluetooth tethering** the  switch to activate/deactivate this function.

### To share your tablet's data connection as a portable Wi-Fi hotspot

- Drag down the Quick settings panel and touch  to access **Settings**.
- Touch **More > Tethering & portable hotspot**.
- Touch **Wi-Fi hotspot** and touch the switch  below **Wi-Fi hotspot** on the **Wi-Fi hotspot** screen that opens to activate/deactivate this function.

### To rename or secure your portable hotspot


When your portable Wi-Fi hotspot is activated, you could change the name of your tablet's Wi-Fi network (SSID) and secure its Wi-Fi network.

- Drag down the Quick settings panel and touch  to access **Settings**.
- Touch **More > Tethering & portable hotspot > Wi-Fi hotspot > Set up Wi-Fi hotspot**.
- Change the network SSID or set your network security.
- Touch **SAVE**.


## 7.6 Connecting to virtual private networks

Virtual private networks (VPNs) allow you to connect to the resources inside a secured local network from outside that network. VPNs are commonly deployed by corporations, schools, and other institutions so that their users can access local network resources when not inside that network, or when connected to a wireless network.

### To add a VPN

- Drag down the Quick settings panel and touch  to access

## Settings.

- Touch **More > VPN** and then touch .
- In the screen that opens, follow the instructions from your network administrator to configure each component of the VPN settings.
- Touch **SAVE**.


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



Before adding a VPN, you should set a lock screen pattern, PIN code or password for your tablet.

## To connect/disconnect a VPN

To connect to a VPN:


- Drag down the Quick settings panel and touch  to access **Settings**.
- Touch **More > VPN**.
- VPNs you have added are listed; touch the VPN you want to connect to.
- In the dialogue that opens, enter any requested credentials and touch **CONNECT**.

To disconnect:

- Open the Notification panel and touch the resulting notification for the VPN disconnection.

## To edit/delete a VPN

To edit a VPN:

- Drag down the Quick settings panel and touch  to access **Settings**.
- Touch **More > VPN**.
- VPNs you have added are listed; long press the VPN you want to edit.
- Touch **Edit profile**.
- After finishing, touch **SAVE**.

To delete:


- Long press the VPN you want to delete, in the dialogue that opens, touch **Delete profile**.

## 8 Play Store <sup>(1)</sup>



Play Store is an online software store, where you can download and install applications and games to your Android Powered tablet.

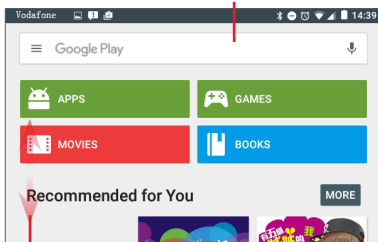
To open Play Store: Touch **Play Store** from the Home screen.

Touch , then select **Help & Feedback** to enter the Play Store help page for more information on this function.

### 8.1 Locating the item you want to download and install

The Play Store home page provides several ways to find applications. It show applications and games in categorized listings.

Touch to search in **Play Store**.



Slide up and down to see all categories.


Touch a category on the Play Store screen to browse its contents. You can also select a subcategory if there is any. Within each category you can select to view items sorted by TOP FREE, TOP NEW FREE, TRENDING, etc.

<sup>(1)</sup> Depending on your country and operator.

Touch **Back** key to return to the previous screen.

## 8.2 Downloading and installing


### To download and install:

- Navigate to the item you want to download. By selecting the details screen you can read its description, overall rating or comments, view developer's information, etc.
- Touch **INSTALL** to preview the functions and data the application can access on your tablet if you install it.
- Touch **ACCEPT**.
- The progress of the download will show on the details screen, touch the cross sign to stop downloading the item. You can also access this screen through the Notification panel.
- After download and installation have finished, you will see a notification icon  on the status bar.



Be especially cautious with applications that have access to many functions or to a significant amount of your data. Once you accept, you are responsible for the results of using this item on your tablet.

### Opening the application you have downloaded:

- On the Play Store screen, touch  and select **My apps**.
- Touch the installed application in the list, then touch **OPEN**.

### Buying an application<sup>(1)</sup>

On the **Play Store**, some applications are labelled as free, while some of them are to be paid for before downloading and installing.

- Touch the application you want to buy.
- Touch the price to preview the functions and data the application can access on your tablet if you install it.
- Touch **ACCEPT** to confirm.


<sup>(1)</sup> Google Paid applications may not be available to users in some countries.

- When making your first purchase, you are required to input your credit card information and to log into the Google payment and billing service.
- If your account has multiple credit card accounts, select one to proceed.
- Select the Terms of service link and read the document. When finished, touch the **Back** key.
- Mark the checkbox if you agree with the terms of service.
- Touch **Buy now** at the bottom of the screen.

When finished, your tablet downloads the application.

### To request a refund

If you are not satisfied with the application, you can ask for a refund within 15 minutes of the purchase. Your credit card will not be charged and the application will be removed. If you change your mind, you can install the application again, but you will not be able to request a refund.

- Touch  and select **My apps** from the Play Store screen.
- Touch the application that you want to uninstall and be refunded for.
- Touch **Refund** to uninstall the application and obtain your refund. If the button becomes **Uninstall**, your trial period has expired.
- In the survey form, select the answer that best matches your reason, and touch **OK**.

## 8.3 Manage your downloads

After you downloaded and installed an application, the following further operations are available for your selection.

### View


On the Play Store screen, touch  and select **My apps**.

### Uninstall


On the Play Store screen, touch  and select **My apps**. Touch

the application you want to uninstall to enter the details screen, touch **UNINSTALL**, and finally touch **OK** to confirm.


## Refund

On the Play Store screen, touch  and select **My apps**. Touch the application you want to uninstall for a refund, touch **REFUND**, and finally touch **OK** to confirm.


## Update notification

On the Play Store screen, touch  and select **Settings > Notifications** to enable update notification.

## Auto-update

On the Play Store screen, touch  and select **My apps & games** to enter **INSTALLED** screen, touch **UPDATE ALL** icon to update all apps or touch **UPDATE** beside one specific app to update.

## Rate and review

Open the details screen for an application, touch the stars  under **Rate this app** to award and input comments, touch **SUBMIT** to confirm.

## Flag

You can report an inappropriate application to the Play Store by flagging it. Open the details screen for the application, scroll to the bottom and touch **Flag as inappropriate**, select the reason and finally touch **SUBMIT**.

# 9 Multimedia applications

## 9.1 Camera



Your tablet is equipped with two Cameras (a front and a rear) for taking photos and shooting videos.

### Technical Specifications:

<b>Resolution</b>	Front camera 2MP, Rear camera 2MP
<b>Flash</b>	Not supported
<b>Digital zoom</b>	Yes
<b>Auto-focus</b>	Not supported
<b>Shutter</b>	1.5s

Before using the Camera, make sure that you remove the protective lens cover to avoid affecting your picture quality.

Touch to select HDR function.

Touch to select night mode.

Touch to take a video.

Touch to switch between front/rear camera.



Pinch two or more fingers together or spread them apart to zoom in/out.


Touch to take a picture.

Touch to show settings.



Touch to view pictures or videos you have taken.




## To take a picture

Position the subject within the viewing screen then touch the  icon to take the picture which will be automatically saved.

## To shoot a video

Position the subject within the viewing screen and then touch the  icon to start recording. Touch  to save the video.

## To take a panorama

Position the subject within the viewing screen and then touch the  icon to start, move you device horizontally in the direction of the white arrow, keeping it centred on the white line. The panorama will be automatically saved when the arrow disappears.


## Further operations when viewing a picture/video you have taken

- Touch related icons to share, edit, or delete the photo or video you have taken.
- Touch the left-sided arrow to access the **Gallery**.

### 9.1.1 Settings in the viewfinder

Before taking a photo/shooting a video, you can to adjust a number of settings in the viewfinder.

#### Rear camera shooting mode

Touch  to turn on the Night mode.

Touch **Auto** to turn on the Auto mode.

Touch **Manual** to manually change ISO, Exposure, and White balance settings.

Touch the  icon to access the following options:

## Photo settings

- Size Set the size of the photo. The default setting is the maximum size of 1.9M..
- Grid Touch to turn Grid mode on/off.


## Video settings

- Back camera video Touch to select the resolution for video.
- Image stabilizer Touch to turn on/off the **Image stabilizer function**.

## General settings

- Storage Select tablet or SD card to store pictures or videos.
- GPS tagging Allow you camera to access your location.
- Shutter sound Set whether to play sound while taking/ shooting the picture or video.
- Reset to factory settings Reset the camera to factory settings

## Front camera shooting mode

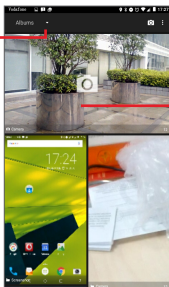
Switch to the front camera. Touch  to set the time before a photo is taken.

## 9.2 Gallery



Gallery acts as a media player for you to view photos and play back videos. In addition, a set of further operations to pictures and videos are available for your choice.

Touch to select  
categories:  
Albums,  
Locations,  
Times



Touch to enter  
an album.

## To view a picture/play a video

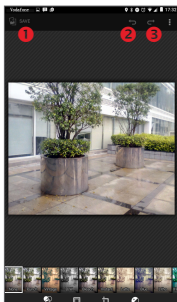
Pictures and videos are displayed by albums in **Gallery**.

- Touch an album and all of its pictures or videos will spread across the screen.
- Touch an individual picture/video to view or play it.
- Slide left/right to view previous or next pictures/videos.

## Working with pictures

You can work with pictures by editing them, sharing them with friends, setting them as contact photos or wallpaper, etc.




Touch  > **Edit**, to display more options.



- ❶ Touch to save the modified picture.
- ❷ Touch to undo the previous modification.
- ❸ Touch to redo the previous modification.

## Batch operation

Gallery provides a multi-select function, so that you can work with pictures/videos in batches.


Open the main **Gallery** window or an album, touch the  icon and select **Select item** to activate batch operation mode (you can also long press one album/picture), then touch the albums/pictures you want to work on. Touch the  icon to delete selected ones. Touch  to share selected ones.

# 10 Maps



## 10.1 My Location function


### 10.1.1 Choosing a data source to obtain My Location

Drag down the Quick settings panel, touch  to access **Settings**, and touch **Location**.

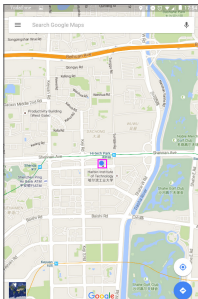
Turn on **Location** and choose **High accuracy** or **Device only** to set GPS as your **My Location** data source.

### 10.1.2 Open Google Maps and view My Location

Touch  to open the **Maps** application.

Touch the  icon on the map to view **My Location**.

The map will then centre on a blue dot with a blue circle around it. Your actual position is within the blue circle.



To move the map, drag the map with your finger.

To zoom in and out of a map, pinch or spread your fingers, or zoom in by double touching a location on screen.

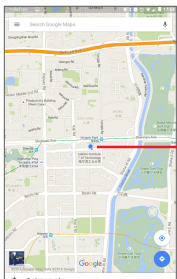
To clear the map history, touch  > **Settings** > **Maps history**, then touch .

## 10.2 Searching for a location

While viewing a map, touch the search box to activate the search function.

In the search box, enter an address, a city or a local business.

Touch the search icon to search, and the results will appear on the map as red dots. You can touch one to show a label.



Touch to show more information

## 10.3 Starring a location

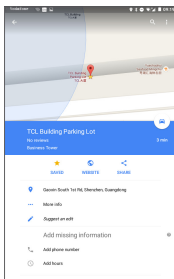
Just like bookmarking a web address on the Internet, you can star any position on the map for later use.

### 10.3.1 How to star (or unstar) a location

Touch a location on a map.


Touch the address rectangle that opens at the bottom of the screen.

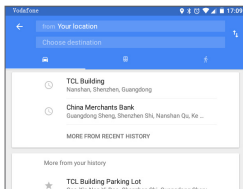
Touch the blue star in the middle of the screen to star the location. The star becomes golden after a location is starred. You can touch the golden star to unstar that location.





## 10.4 Get driving, public transportation or walking directions

### 10.4.1 Get suggested routes for your trip

Touch  from the Maps screen.



- Touch the enter bar or the triangle to edit your starting point by one of the following methods: entering an address, using My Location, selecting a starting point on a map, selecting a starred item, selecting an address from your contacts or using search history.
- Do likewise for your end point.
- To reverse directions, touch .
- A couple of suggested routes will appear in a list. Touch any route to view its detailed directions.

To get reverse directions for a route you've already made, simply open that route's directions window and touch . No need to enter your starting point and end point again.

### 10.4.2 Preview suggested routes and deciding on a route more preferable or feasible to you

You can preview each turn in your route in Traffic, Satellite, and other views.

- Touch a left or right arrow to preview the next or previous leg of your route.

When you select a more preferable or feasible route, distance



and time will be the two most important factors for your evaluation. Distance and estimated time will be displayed on the directions screen.



## 10.5 Arrangement of Layers

Layers allow you to view locations and additional information overlaid on the map. You can add multiple layers or remove only certain layers so you control exactly what information you want visible on the map at one time.

### 10.5.1 To view multiple layers

Touch the  icon from the Maps screen. All available layers are listed (like Traffic, Satellite, etc.), select one to view.



### 10.5.2 To clear the map

After you get directions or search on a map, you can clear the markers/layers that have been drawn: touch  > **Settings** > **Maps history**, then touch .

# 11 Others



## 11.1 Calculator

With the Calculator, you can solve many mathematical problems.

To access the Calculator, touch  from the Home screen and then touch .

Enter a number and the arithmetic operation to be performed, enter the second number, then touch "=" to display the result. Touch **DEL** to delete digits one by one, touch **CLR** to delete all at once.

## 11.2 File Manager

To access the File Manager, touch  from the Home screen and then touch .

**File Manager** works with both external SD card and internal storage.



**File Manager** displays all data stored on both microSD card and internal storage, including applications; media files; videos, pictures or audios you have captured; other data transferred via Bluetooth, USB cable, etc.

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

File Manager allows you to perform and be really efficient with the following common operations: creating (sub) folders, opening folders/files, viewing, renaming, moving, copying, deleting, playing, sharing etc.

## 11.3 Sound Recorder





To access the Sound Recorder, touch  from the Home screen and then touch .

**Sound Recorder** allows you to record voice/sound for seconds/hours.

## 11.4 Device Manager



To access the Device Manager, touch  from the Home screen and then touch .

Device Manager allows the Google Play services to erase all data on the tablet, change the tablet's screen-unlock password, lock the screen, and make the tablet ring.

## 11.5 FM Radio

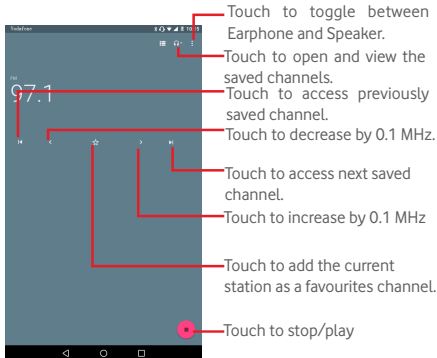


Your tablet is equipped with an FM Radio<sup>(1)</sup>. You can use the application as a traditional radio with saved channels.

To listen to the radio, touch the Application tab from the Home screen, then touch Radio.

Please insert a headset to listen to the radio. The headset is used as an antenna for the radio.

(1)The quality of the radio depends on the coverage of the radio station in that particular area.



### Available options:

- Refresh                      Touch to scan channels.
- Start recording          Touch to start recording.
- Enter frequency          Enter the frequency manually.
- Saved recording          Touch to view and open saved recordings.

## 11.6 Other applications<sup>(1)</sup>

The previous applications in this section are preinstalled on your tablet. You can also download thousands of 3rd party applications by going to Google Play Store on your tablet.






How many apps can be downloaded depends on your storage, check "**12.2.4 Storage & USB**" to see details of storage capacity.

<sup>(1)</sup> Application availability depends on the country and operator.

## 12 Settings



On the Home screen, touch  >  to access **Settings**, or drag down the notification panel and touch  to access **Settings**.

### 12.1 Wireless & networks

#### 12.1.1 Wi-Fi

Using Wi-Fi you can surf the Internet without using your SIM card whenever you are in range of a wireless network. The only thing you have to do is to enter the **Wi-Fi** screen and configure an access point to connect your tablet to the wireless network.

For detailed instructions on using Wi-Fi, refer to “**7.1.2 Wi-Fi**”.

#### 12.1.2 Bluetooth

Bluetooth allows your tablet to exchange data (videos, images, music, etc.) at close range with another Bluetooth supported device (tablet, computer, printer, headset, car kit, etc.).

For more information on Bluetooth, refer to “**7.2 Connecting to Bluetooth devices**”.

#### 12.1.3 Data usage

You can adjust the warning line according to the limits of your plan by dragging it. A data usage cycle can be used to view the statistics and related applications of used data by your tablet.



Data usage is measured by your tablet, and your operator may count differently. Please consider using a conservative limit.

## 12.1.4 Flight mode

Touch **More** and turn on **Flight mode** to simultaneously disable all wireless connections, such as Wi-Fi and Bluetooth.

## 12.1.5 VPN settings

A mobile virtual private network (mobile VPN or mVPN) provides mobile devices with access to network resources and software applications on their home network, when they connect via other wireless or wired networks. Mobile VPNs are used in environments where workers need to keep application sessions open at all times throughout the working day, as the user connects via various wireless networks, encounters gaps in coverage, or suspend-and-resumes their device to preserve battery life. A conventional VPN can't survive such events because the network tunnel is disrupted, causing applications to disconnect, time out, fail, or even the computing device itself to crash.

For more information on VPN, refer to "**7.6 Connecting to virtual private networks**".

## 12.1.6 Tethering and portable hotspots

This function allows you to share your tablet's mobile data connection via USB or as a portable Wi-Fi access point (refer to "**7.5 Tethering your tablet's mobile data connection**").

## 12.1.7 Mobile networks

- **Data roaming**

Connect to data services when roaming

- **Preferred network type**

Touch to view/edit preferences.

- **Access point names**

You can select your preferred network with this menu.

- **Network operators**

Touch to choose a network operator.

- **SIM Toolkit**

Touch to see all services supported by your SIM card. If your SIM card does not support the service toolkit, the menu will be greyed out and cannot be used. You can consult your operator for details of your SIM card services.

## 12.2 Device

### 12.2.1 Display

- **Screen mode** Touch to set the picture display quality for your device. Advanced users can choose Picture Mode/User mode to activate more tuning options.
- **Home screen** Turn on to enable swiping right on the Home screen to launch a favourite application.
- **Favourite Home screen app** Select an application to launch by swiping right on the Home screen.
- **Brightness level** Touch to adjust the brightness of the screen.
- **Wallpaper** Touch to set the wallpaper.
- **Sleep** Touch to set screen timeout.
- **Double tap to wake** Turn on to unlock the screen by double touching the screen.

- **Daydream** To control what happens when the tablet is docked or sleeping, turn Daydream on.
- **Font size** Touch to set the font size.
- **When device is rotated** Set the orientation when the tablet is rotated.

## 12.2.2 Sound & notification

Use the **Sound & notification** settings to configure volume and ringtones for different events and environments.

### Sound

**Sound** settings enable users to adjust Media volume, Alarm volume, and Ring volume, etc.

- **Do not disturb** Touch to set the interruption mode, priority interruptions, and Automatic rules.
- **Phone ringtone** Touch to select a phone ringtone
- **Default notification** Touch to choose a ringtone as a default notification.
- **Other sounds** Touch to set **Screen locking sound**, **Touch sounds** and **Dial pad tones**.

### Notification

Notification settings enable users to set app notifications. They can be enabled/disabled to show or hide all notifications when the device is locked, etc.

### Advanced

This function allows user to set the **Notification access /Do Not Disturb** access for installed apps.

## 12.2.3 Apps

Use the Manage applications settings to view details about the



applications installed on your tablet, to manage their data and force them to stop, and to configure apps.

## 12.2.4 Storage & USB

Use these settings to manage your SD card by monitoring the total and available space on it and on your tablet.

### Device storage

This menu displays the amount of used and total internal storage available. The used space appears in green and indicates the volume used by the operating system, its components, applications (including those you downloaded), permanent and temporary data.

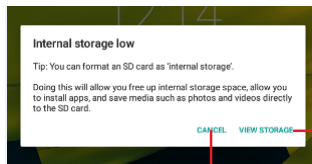
### Portable storage

This menu lists the amount of space on any SD card installed in your tablet and the amount you can use to store photos, videos, music, and other files. Consult "**7.4 Managing the SD card**" to view more details.

### Low storage management

When storage becomes low, a warning message will appear saying that tablet memory is limited. You are then required to free up space by deleting some unwanted applications, downloaded files, etc.

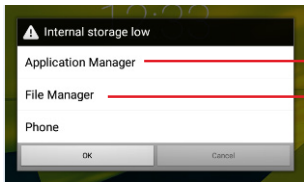
When the storage is less than about 450M, the following warning will popup :



Touch to access  
Internal storage.

Touch to continue tablet use.

When the storage is less than about 65M, the following warning will pop up. You will be unable to use our tablet except to make a call until some space is released by deleting files or apps.



Touch to delete some apps.

Touch to delete some files.

## 12.2.5 Battery

In the battery management screen you can view the battery usage data since you last connected the tablet to a power source. The screen also shows your battery status and how long it has been used since its last charging. Touch a category to view its specific power consumption.

In the battery management screen, touch **Battery saver** to turn on the switch. This will help to improve battery life by reducing the device's performance and limiting most background data. Battery saver turns off automatically when the device is charging.

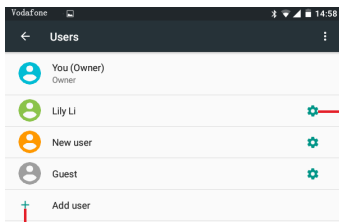
## 12.2.6 Memory

In the Memory screen you can view the total and available memory on your tablet, including the average memory used by each application.

## 12.2.7 Users


Touch to add additional users for this device. Any user needs to set up their space used for storing personal files and application data, which should be inaccessible to other users in order to

protect their privacy. The owner can delete these data to free up space.



Touch to  
remove user.

Touch to add a new user.

Touch a user to switch to this user. Touch  to change user from the lock screen.

## 12.3 Personal

### 12.3.1 Location

#### GPS satellites

By selecting this, your tablet's global positioning system (GPS) satellite receiver can pinpoint your location within an accuracy as close as several metres ("street level"). The process of accessing the GPS satellite and setting your tablet's precise location for the first time will require up to 5 minutes. You will need to stand in a place with a clear view of the sky and avoid moving. After this, GPS will only need 20-40 seconds to identify your precise location.

### 12.3.2 Security

#### Set up screen lock

Set the screen lock mode ( None, Swipe, Pattern, Voice Unlock

, PIN or Password ) and other related options.

## **Smart Lock**

Your tablet can be automatically unlocked if at least one of the following specified conditions is met:

- Your tablet is connected to a trusted device over Bluetooth.
- Your tablet is in a trusted place.
- A trusted face is detected.
- A trusted voice is detected.
- On-body detection is enabled.

You need to set a lock pattern, password, or PIN on your tablet before using this feature.

## **Encrypt tablet**

You can encrypt your accounts, settings, downloaded applications and their data, media and other files by touching Encrypt tablet.

## **Make passwords visible**

Turn on to show passwords as you type.

## **Device administrators**

Touch to view or deactivate device administrators.

## **Unknown sources**

Turn on to permit installation of applications that you obtain from web sites, emails, or other locations other than Google Play Store.

To protect your tablet and personal data, download applications only from trusted sources, such as Google Play Store.

## Storage type

Touch to choose a storage type.

## Trusted credentials

Touch to display trusted CA certificates.

## Install from SD card

Touch to install encrypted certificates from the microSD card or Internal Storage.

## Clear credentials


Touch to remove all credentials.

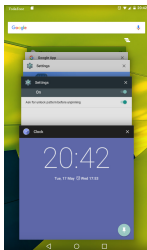
## Trust agents

View or deactivate trust agents.

## Screen pinning

Screen pinning allows the user to keep the current screen in view until it is unpinned. During this time, no other screens can be accessed.

To pin a screen, turn on the Screen pinning switch, open the screen you want to pin, touch the **Recent key** also called **Overview** at the bottom of the home screen and then swipe up and touch the pin icon . The screen will now be pinned.



To unpin the screen, long press the **Back** and **Recent key** at the same time.

## Apps with usage access

Turn on to allow the designated applications to view general information about the applications on your tablet.

### 12.3.3 App permission

The App permission function gives you full control in deciding on what parts of your device an installed app has permission to access. Denying access may result in an app not working as intended.

To set an app permission, touch the function name you want to allow this app to access, then touch the ☐ switch to turn it on. The app can now access this function.

### 12.3.4 Accounts

Use these settings to add, remove, and manage your Email and other supported accounts. You can also use them to control how and whether all applications send, receive, and synchronize data according to their own schedules, and whether all applications can synchronize user data automatically.

## 12.3.5 Google

Use these settings to manage Google apps and services. You can also use these settings to manage your data, verify your Google account, sign into your Google account with another email address, and view connected apps to your account etc.

## 12.3.6 Language & input

Use the Language & input settings to select the language for the text on your tablet and for configuring the onscreen keyboard. You can also configure voice input settings and the pointer speed.

### Language

Touch to select the language and the region you want.

### Spell checker

Turn on to enable the system to show suggested words.

### Personal dictionary

Touch to open a list of the words you've added to the dictionary. Touch a word to edit or delete it. Touch the add button (+) to add a word.

### Current Keyboard

Touch to set the default keyboard for inputs.

### Android Keyboard

The Android keyboard settings apply to the onscreen keyboard that is included with your tablet. The correction and capitalization features affect only the English version of the keyboard. Available options are as follows:

- **Languages**

Touch to set input language.


- **Preferences**

Touch to set your input preferences, such as **Auto-capitalization**, **Double-space full stop**, and **Sound on keypress**.

- **Appearance & layouts**

Touch to set the theme and customized input styles.

- **Gesture Typing**

**Enable Gesture Typing** enables gesture typing so that words can be input by sliding your finger over letters. To activate touch option to toggle button to ON right position . If activated ,additional options are available: **Dynamic floating preview** automatically suggests complete words while gesturing, **Show gesture trail** to show gesture trail.

- **Text correction**

Touch to set personal or add-on dictionaries, block offensive words, enable auto-correction, and edit correction suggestion settings.

- **Advanced**

Touch to view more advanced settings for Android Keyboard.

## **Google voice typing**

- **Language**

Touch to select the language.

- **'OK Google' detection**

Turn on to enable saying 'OK Google' to start a voice search from the Google application.

- **Hands-free**

Allow requests to be handled from Bluetooth or wired devices while your tablet is locked.

- **Speech output**



Touch to turn on speech output or restrict speech output to hands-free scenarios.

- **Offline speech recognition**

Touch to download or update languages to facilitate offline speech recognition.

- **Block offensive words**

Turn on to hide recognised offensive speech results.

- **Bluetooth headset**

Turn on to record audio through Bluetooth headset, if available.

## **Text-to-speech output**

- **Preferred engine**

Touch to choose a preferred text-to-speech engine. Touch the settings icon to show more engine choices.

- **Speech rate**

Touch to open a dialogue where you can select how quickly you want the synthesizer to speak.

- **Listen to an example**

Touch to play a brief sample of the speech synthesizer, using your current settings.

- **Default language status**

View the default language status.

## **Pointer speed**

Touch to set the pointer speed.

## **12.3.7 Backup & reset**

### **Back up my data**

Turn on to back up your tablet's settings and other application data to Google servers, with your Google account. If you replace

your tablet, the settings and data you've backed up are restored onto the new tablet the first time you sign in with your Google account. If you turn this on, a wide variety of settings and data are backed up, including your Wi-Fi passwords, bookmarks, a list of the applications you've installed, the words you've added to the dictionary used by the onscreen keyboard, and most of the settings that you configure with the Settings application. If you turn off the switch, you stop backing up your settings, and any existing backups are deleted from Google servers.

### **Backup account**

Touch to create a backup account.

### **Automatic restore**

When a Backup account has been created, touching this switch activates the restoration of your backed up settings or other data when you reinstall an application.

### **Network settings reset**

Touch to reset all networks settings including Wi-Fi, Mobile data, Bluetooth.

### **DRM reset**

Touch to delete all of the licences on the device. Some features may not working correctly when licences are deleted.

### **Factory data reset**

Resetting your tablet will erase all of your personal data from the internal tablet storage, including information about your Google account, any other accounts, your system and application settings, and any downloaded applications. Resetting the tablet does not erase any system software updates you've downloaded or any files on your microSD card, such as music or photos. If you mark the checkbox - Reserve the content of internal storage before touching **RESET TABLET**, any files stored on your tablet's storage will not be erased. If you reset the tablet in this way, you're prompted to

re-enter the same kind of information as when you first started Android.

If you are unable to power on your tablet, a factory data reset can also be made by using hardware keys. Press the **Volume Up** key and the **Power** key at same time until the screen lights up.

## 12.4 System

### 12.4.1 Date & time

Use Date & time settings to customize your preferences for how date and time are displayed.

#### **Automatic date & time**

Turn on to use a network-provided time, or turn off to set all values manually.

#### **Automatic time zone**

Turn on to use network-provided time zone, or turn off to set all values manually.

#### **Set date**

Touch to open a dialogue where you can manually set the tablet's date.

#### **Set time**

Touch to open a dialogue where you can manually set the tablet's time.

#### **Select time zone**

Touch to open a dialogue where you can set the tablet's time zone.

## **Use 24-hour format**

Turn on to display the time using 24-hour clock format.

## **Choose date format**

Touch to open a dialogue where you can select the format for displaying dates.

## **12.4.2 Scheduled power on & off**

Touch to the times of your tablet's power on/off schedule.

## **12.4.3 Accessibility**

Use the Accessibility settings to configure any accessibility plug-ins you have installed on your tablet.

### **TalkBack**

Talkback provides spoken feedback to help blind and low-vision users. Your device will speak out what you touch, select and activate when this feature is selected.

### **Switch Access**

Touch to turn on/off the option of using switch access on your device. This allows you to control your tablet using key combinations which you have previously specified. For example, you can choose to select the previous or next item in a list by using the Volume keys.

### **Captions**

Touch to activate/deactivate captions on the tablet screen. You can change their language, text size and style.

### **Magnification gestures**

Touch to activate/deactivate the zoom in/out function. When this feature is turned on, you can zoom in and out by triple-tapping the screen. Pinch two or more fingers together or spread them apart to adjust the zoom level.

Triple tapping to magnify your view works everywhere on your tablet except the keyboard and the navigation bar.

## **Large text**

Touch to activate/deactivate screen text size. The text size will become large when this feature is activated.

## **High contrast text**

Touch to activate/deactivate high contrast text. The colour of the text will become dark when this feature is turned on.

## **Power button ends call**

Touch to activate/deactivate the option of ending a call by pressing the power button.

## **Auto-rotate screen**

Touch to activate/deactivate screen auto-rotation. When this feature is turned on, the screen will automatically rotate from portrait to landscape or vice versa by rotating the tablet.

## **Speak passwords**

Touch to activate/deactivate the option of hearing your tablet read out passwords while entering them, (the screen lock password, for example).

## **Help Tips**

Touch to disable/enable the option of your device providing help tips suggesting how to use common functions.

## **Accessibility shortcut**

Touch to turn on/off the option of enabling and disabling accessibility features in two quick steps:

- Press and hold the power button until you hear a sound or feel a vibration.
- Touch and hold two fingers until you hear audio confirmation.

## Text-to-speech output

When this feature is turned on, the device will speak text such as message text or web page text. Refer to "Preferred engine/Speech rate/Listen to an example" before setting..

## Touch & hold delay

Touch to adjust the duration of long press delay. This feature enables your tablet to differentiate between a touch and a long press, which may avoid incorrect operations.

## Colour inversion

Touch the switch to invert or restore the colours of the tablet's screen. Note: this may affect display performance.

## Colour correction

Touch to turn on/off colour correction. When this feature is turned on, display performance will be affected.

## Printing

This allow users to print directly using Wi-Fi. Configure Printing by adding a print service and then selecting one printer when using the function for the first time.

### 12.4.4 Regulatory & Safety

Touch to view more information about your deliver, such as Product Model, Manufacture's Name, Manufacture's address, IMEI, CU reference and Bluetooth ID. You can touch each certification logo icon to get more details.

### 12.4.5 Developer options

To access the Developer options function, touch **Settings > About tablet**, then touch **Build number** 7 times.

The Developer options screen contains settings that are useful for developing Android applications. For full information,

including documentation of the Android applications and development tools, see the Android developer web site (<http://developer.android.com>).

## **12.4.6 About tablet**

This contains information about things ranging from Model number, Android version, Baseband version, Kernel version, Build number to those listed below:

### **Software updates**

Touch to check for software updates.

### **Status**

This contains information on the Battery status, Battery level, IP address, etc.

### **Legal information**

Touch to view legal information.

Some services and apps may not be available in all countries.  
Please ask in-store for details.

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