Table of Contents

Getting Started ....................................................................................................................... 1
Making Connections .................................................................................................................. 60
Apps and Entertainment .......................................................................................................... 143
Settings ................................................................................................................................... 184
Getting Help ............................................................................................................................ 237
Index ........................................................................................................................................ 242
Getting Started

The following set of topics will introduce you to your phone, help you get set up with service, provide an overview of the phone screen, and get you started with basic phone operations.
Introduction

The following topics describe the basics of using this guide and your new phone.

About the User Guide

Thank you for purchasing your new ZTE MAX XL. The following topics explain how best to use this guide to get the most out of your phone.

Before Using Your Phone

Read the Get Started guide and Important Information booklet that were packaged with your phone thoroughly for proper usage.

Accessible services may be limited by subscription contract conditions.

Descriptions in the User Guide

Note that most descriptions in this guide are based on your phone's setup at the time of purchase. Unless otherwise noted, instructions begin from the phone's home screen, which is displayed by pressing ○. Some operation descriptions may be simplified.

Screenshots and Key Labels

Screenshots and other illustrations in this user guide may appear differently on your phone. Key labels in the user guide are simplified for description purposes and differ from your phone's display.

Other Notations

In the user guide, the phone may be referred to either as "phone," "device," or "handset." A microSD™ or microSDXC™ card is referred to as an "SD card" or a "memory card."
Set Up Your Phone

The following topics give you all the information you need to set up your phone and wireless service the first time.

Parts and Functions

These topics illustrate your phone’s primary parts and key functions.

**Note:** Your phone's screens and apps layouts are subject to change. This user guide uses sample images only.

Phone Layout

The following illustration outlines your phone’s primary external features and keys.

<table>
<thead>
<tr>
<th>Part</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Microphone</td>
<td>Transmits your voice for phone calls or records your voice or ambient sounds for voice recordings and videos. The microphone on the top of the phone is useful for canceling ambient noise during a phone call.</td>
</tr>
<tr>
<td>Earpiece</td>
<td>Lets you hear the caller and automated prompts.</td>
</tr>
<tr>
<td>nano-SIM/SD card tray</td>
<td>Hold the nano-SIM card and SD card.</td>
</tr>
<tr>
<td><strong>Touchscreen</strong></td>
<td>Displays all the information needed to operate your phone, such as the call status, the Contacts list, and the date and time. Also provides one-tap access to all of your features and applications.</td>
</tr>
<tr>
<td><strong>Back key</strong></td>
<td>Lets you return to the previous screen, or close a dialog box, options menu, the notification panel, or onscreen keyboard.</td>
</tr>
<tr>
<td><strong>USB charger/accessory port</strong></td>
<td>Allows you to connect the phone charger or the USB cable (included).</td>
</tr>
<tr>
<td><strong>Recent Apps key</strong></td>
<td>Displays a list of recently used applications or access the Split Screen feature.</td>
</tr>
<tr>
<td><strong>Home key</strong></td>
<td>Returns you to the home screen. It can also light up as a notification.</td>
</tr>
<tr>
<td><strong>Power/Lock key</strong></td>
<td>Lets you turn the phone on or off, turn airplane mode on or off, turn the screen on or off, or restart the phone.</td>
</tr>
<tr>
<td><strong>Volume Up key / Volume Down key</strong></td>
<td>Allow you to adjust the ringtone or media volume or adjust the volume during a call.</td>
</tr>
<tr>
<td><strong>Front camera lens</strong></td>
<td>Takes pictures and records videos while facing the screen, and allows you to video conference.</td>
</tr>
<tr>
<td><strong>Ambient light and proximity sensor</strong></td>
<td>Detects how close an object is to the surface of the screen. This is typically used to detect when your face is pressed up against the screen, such as during a phone call. While talking on the phone, the sensor detects talk activity and locks the keypad to prevent accidental keypresses.</td>
</tr>
<tr>
<td><strong>Flash</strong></td>
<td>Helps illuminate subjects in low-light environments when the camera is focusing and capturing a picture or video. You can also use it as a torch.</td>
</tr>
<tr>
<td><strong>Speaker</strong></td>
<td>Lets you hear the different ringtones and sounds. The speaker also lets you hear the caller’s voice in speakerphone mode.</td>
</tr>
<tr>
<td><strong>Fingerprint sensor</strong></td>
<td>Lets you unlock the phone, open apps, take photos, or answer calls by a simple touch.</td>
</tr>
<tr>
<td><strong>Back camera lens</strong></td>
<td>Lets you take pictures and videos.</td>
</tr>
<tr>
<td><strong>3.5 mm headset jack</strong></td>
<td>Allows you to plug in either a stereo headset or an optional headset for convenient, hands-free conversations.</td>
</tr>
</tbody>
</table>

**CAUTION!** Inserting an accessory into the incorrect jack may damage the phone.
Charge the Battery

Follow these instructions to charge your phone’s battery using either the included AC adapter or via a USB connection on your computer.

**Charge Using the AC Adapter**

1. Plug the USB connector into the charger/accessory jack on the bottom of your phone.

2. Plug the other end of the USB cable into the AC adapter.

3. Plug the AC adapter into an electrical outlet.

   ❖ The **Home** key light illuminates when charging starts and the screen is turned off. Fully charging a battery may take up to three hours.

4. After charging, disconnect the phone from the charger.
   
   ▪ Unplug the AC adapter from the outlet, and remove the USB cable from the phone and the AC adapter.

**Charge Using a PC Connection**

Before using a PC connection to charge your phone, ensure that the computer is turned on. Depending on the type of connection, your phone’s battery may not charge.

1. Insert the small end of the USB cord into the charger/accessory jack on the bottom of your phone.
2. Insert the large end of the USB cord into an external USB port on your computer.

3. After charging, remove the USB cable from both the phone and the computer.

nano-SIM Card
The nano-SIM card is an IC card containing phone number and other customer information.

Handling a nano-SIM Card
Keep the following in mind when handling a nano-SIM card.

- You are responsible for any damage caused by inserting the nano-SIM card in another-brand IC card reader, etc. Virgin Mobile is not responsible in such a case.
- Always keep the IC chip clean.
- Wipe clean with a dry, soft cloth.
- Avoid applying labels. May damage nano-SIM card.
- See instructions included with nano-SIM card for handling.
- The nano-SIM card is the property of Virgin Mobile.
- The nano-SIM card is replaceable (at cost) in case of loss/damage.
- Return the nano-SIM card to Virgin Mobile when canceling subscription.
- Returned nano-SIM cards are recycled for environmental purposes.
- Note that nano-SIM card specifications and performance may change without notice.
- It is recommended that you keep a separate copy of information that is stored on nano-SIM card. Virgin Mobile is not responsible for damages from stored information that is lost.
- Always follow emergency procedures to suspend service if your nano-SIM card or phone (nano-SIM card inserted) is lost or stolen. For details, contact Customer Service.
- Always power off the phone before inserting/removing the nano-SIM card.
Insert nano-SIM Card

Follow these instructions to insert a nano-SIM card. Remember to power off your phone before inserting a nano-SIM card.

**Note:** Your phone’s nano-SIM card is preinstalled. These instructions are for reference only.

1. Push the point of the tray eject tool into the hole on the nano-SIM/SD card slot.

2. Pull out the card tray and place the nano-SIM card in the tray making sure it is properly oriented. Then carefully install the tray back.

- Place the nano-SIM card with its gold IC chip facing downward.

SD Card

Your phone supports the use of an optional SD card (not included) to expand its storage capacity. It supports cards up to 128 GB. Some cards may not operate properly with your phone.

**SD Card Cautions**

**Data:** Information stored on an SD card can become lost or changed accidentally or as a result of damage. It is recommended that you keep a separate copy of important data. Virgin Mobile is not responsible for damages from data that is lost or changed.
Reading/Writing Data: Never power off or remove the battery while reading or writing data.

Battery Level: A low battery charge may prevent reading/writing to an SD card.

Handling SD Card: Use/store SD cards away from the reach of infants. May cause choking if swallowed.

Insert an SD Card
Follow these steps to insert an optional SD card (not included). Make sure to power your phone off before inserting or removing an SD card.

1. Push the point of the tray eject tool into the hole on the nano-SIM/SD card slot. (See "Insert nano-SIM Card" in nano-SIM Card.)

2. Pull out the card tray and place the SD card in the tray making sure it is properly oriented. Then carefully install the tray back.

- Place the SD card with its gold IC chip facing downward.
- Insert only SD cards.

Remove an SD Card
Follow these instructions to remove an SD card. Always power the phone off before inserting or removing an SD card.

1. Push the point of the tray eject tool into the hole on the nano-SIM/SD card slot. (See "Insert nano-SIM Card" in nano-SIM Card.)

2. Pull the nano-SIM/SD card tray out of the slot.
3. Remove SD card.

4. Replace the card tray.

**Format an SD Card**
When you insert an optional SD card for the first time, it is recommended that you format it on your phone.

1. From home, tap **Apps > Settings**.

2. Tap **Storage**.

3. Tap the SD card name below **Portable storage**.
4. Tap **Format**, and then tap **Erase & format** to confirm.

- All data on the SD card is erased, and the card is formatted for use on your phone. Tap **Done** to exit.

**Use an SD Card as Internal Storage**

You can use an optional SD card as an extension of the internal storage and save data and media files on it. This requires formatting that erases all data on the card and after that the card will only work in this phone. If you move the SD card to another device, it needs to be formatted before it can be used.

**CAUTION!** As part of the internal storage, the SD card may have data on it that is necessary for some apps to function normally. Therefore, do not remove or replace the card randomly.

**Set Up the SD Card as Internal Storage**

Before using the SD card as internal storage, you need to set the card up.

1. From home, tap **Apps 📲** > **Settings 📜**.

2. Tap **Storage**.
3. Tap the SD card name below **Portable storage**.

![Storage settings](image)

- **Device storage**
  - **8.49 GB**
    - Total used of 16.00 GB
  - **Phone**
    - 8.49 GB used of 16.00 GB
  - **Portable storage**
    - **Kingston SD card**
      - 1.12 GB used of 16.00 GB

4. Tap **Format as internal**, and then tap **Erase & format** to confirm.

![Format as internal storage](image)

- **Total space**: 16.00 GB
- **Available**: 14.88 GB
- **Remove SD card**
- **Format**
- **Format as internal**

5. The phone will prompt you to move your photos, files and other data from the phone storage to the SD card. Tap **Move now** or **Move later** and tap **Next**. Follow the onscreen instructions to continue.
Note: If you move files and data to the SD card, it will be used to save new apps data and personal data (such as photos and videos) and only the SD card is accessible from a computer. If you choose not to move, new apps data and personal data is saved to the phone storage and the SD card is not accessible from a computer.

6. Tap Done.

Move Data Between Internal Storage and the SD Card

While you can choose the save location for data and files when setting up the SD card as internal storage, you can also move the files and data between the SD card and the phone any time afterwards.

1. From home, tap Apps 📱 > Settings 🌎.
2. Tap Storage.
3. Below Device storage, tap Phone or the SD card name.
   • If you want to move data and files from the phone to the SD card, tap the SD card name.
   • If you want to move data and files from the SD card to the phone, tap Phone.
4. Tap **Migrate data > Move.**

![Migrate data](image)

- Existing app data and personal files are moved to the destination storage. The destination is used to save new apps data and personal data (such as photos and videos) and only the destination is accessible from a computer.

**Unmount the SD Card as Internal Storage**

While the SD card is used as internal storage, you can still unmount the card while the phone is on.

1. From home, tap **Apps > Settings.**
2. Tap **Storage.**
3. Tap the SD card name below **Device storage.**
4. Tap **Eject > Eject.**

**Note:** Moved data and personal files to the phone storage as instructed above before ejecting the card. Otherwise some apps and files may not be accessible or usable until you mount the card again.

**Reformat SD Card as Portable Storage**

If you no longer want to use your SD card as internal storage, you can reformat the card as portable storage.

**Note:** Move data and apps to the phone storage as instructed above before formatting the card. Otherwise some apps and files may be permanently lost.

1. From home, tap **Apps > Settings.**
2. Tap **Storage.**
3. Tap the SD card name below **Device storage**.

4. Tap **Format as portable**.

5. Tap **Format**.

- The SD card is formatted and mounted to the phone as portable storage. Tap **Done** to finish.

**Turn Your Phone On and Off**

The instructions below explain how to turn your phone on and off.
Turn Your Phone On

- Press and hold the **Power/Lock** key.
  - Your phone will power on. Depending on the settings, you may see the lock screen.
    - See [Lock and Unlock Your Screen](#) and [Screen Lock](#) for information about using the screen lock.
    - The first time you turn the phone on, you will see the startup screens. See [Complete the Setup Screens](#) for details.
    - If your phone is not yet activated, see [Activation and Service](#) for more information.

Turn Your Phone Off

1. Press and hold the **Power/Lock** key to display the device options menu.

2. Tap **Power off** to turn the phone off.

   - Your phone will power off.

Your screen remains blank while your phone is off (unless the battery is charging).

**Use the Touchscreen**

Your phone’s touchscreen lets you control actions through a variety of touch gestures.

**Tap**

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

To open the available options for an item (for example, a contact 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.

**Flick**

Flicking the screen is similar to swiping, except that you need to swipe your finger in light, quick strokes. This finger gesture is always in a vertical direction, such as when flicking the contacts or message list.
Rotate

For most screens, you can automatically change the screen orientation from portrait to landscape by turning the phone sideways. When entering text, you can turn the phone sideways to bring up a bigger keyboard. See Touchscreen Keyboards for more details.

Note: The Auto-rotate feature needs to be enabled for the screen orientation to automatically change.

From home, tap Apps > Settings > Display > When device is rotated and select Rotate the contents of the screen.

Tip: You can also access the Auto-rotate feature from the notification panel. Pull down the status bar with two fingers and tap Portrait or Auto-rotate to enable or disable the feature.

Pinch and Spread

"Pinch" the screen using your thumb and forefinger to zoom out or "spread" the screen to zoom in when viewing a picture or a Web page. (Move fingers inward to zoom out and outward to zoom in.)
Activation and Service

Before using your phone, you must set up your service with Virgin Mobile. You will need your phone’s serial numbers (MEID and ICC ID). These numbers can be found on the phone’s packaging.

For more information about your Virgin Mobile account, see Virgin Mobile Account Information and Help.

Create Your Account and Pick Your Plan

Set up your Virgin Mobile account.

1. From your computer, visit virginmobileusa.com and click Activate.
2. Choose an activation option and click Next. Then enter your zip code and click Next.
3. When prompted, enter the serial number (MEID) printed on the sticker located on the back of your phone. This number can also be found on the bottom panel of the phone’s package.
4. Follow the remaining instructions to choose your plan and select a payment method.
5. Follow the activation instructions below and you’ll be able to start using your phone.

Activate Your Phone

After setting up your account on virginmobileusa.com, simply turn your device on. Your device is designed to activate automatically. If you are swapping from another Virgin Mobile device to a new one, be sure to turn off the old device before swapping the serial number (MEID). Once the MEID swap is complete, turn on the new device and the programming information will be pushed to your device automatically.

Complete the Setup Screens

The setup screens help you set up certain features and preferences on your phone. Once your phone has been turned on, you will see a Welcome message. You can then complete the setup process.

Note: You may be able to complete the setup screens before your phone has been activated on your account.

1. On the Talkback screen, activate the Talkback feature by double-tapping the center of the screen if you have sight problems, or tap Accessibility to explore other accessibility features.
If you have no accessibility problem with the phone, tap **Next**.

2. On the language screen, select a language and tap **Next** to get started.

3. Follow the onscreen instructions to complete each section. For each topic, you will have the option to skip it and continue to the next screen.

   - **Select Wi-Fi network** – If prompted, follow the prompts to sign in to an available Wi-Fi network. For secured Wi-Fi networks, you will need to enter a password. See **Wi-Fi** for more details.

   - **Set up your N9560** – Restore data from another device or set up the phone as new.
- **Google services** – Select your Google location and service options and then tap **Next**.

- **Name** – If applicable, enter your first and last name and tap **Next**. This information is used by the phone to personalize certain apps.

- **Unlock with fingerprint** – Add fingerprint information with the fingerprint sensor, or tap **Skip > Skip anyway**.

  **Note**: You can always manage your fingerprints in Settings. See **Screen Lock**.

- **Anything else?** – Add personal or work email accounts or tap **Set up later** to skip.

  **Note**: You can always add email accounts in Settings.

4. Tap **Done**.

5. In the Accelerated Location screen, check **Location consent** to use Qualcomm IZat location feature and tap **Next**.

  ❖ Your phone is now set up for use. If you skipped any part of the setup, you can access additional options through the Apps screen or through Settings.

  **Note**: You do not need to sign up for a Google Account to use your phone. However, to download apps from Google Play, you must link your phone to a Google Account.
Basic Operations

The following topics outline basic features and operations of your phone.

Basics

The following topics offer an overview of your phone’s basic operations.

Home Screen and Applications (Apps) List

Most of your phone’s operations originate from the home screen or the apps list.

1. From any screen tap *Home* to display the home screen.

2. Tap *Apps* to display the apps list.

For information about using the home screen, see *Home Screen Basics*. 
Select Options and Navigate Screens

Tap icons, onscreen keys, and other items to open or activate the assigned function.

- Tap Back to return to the previous screen.

Recent Applications

You can display a list of recently used applications using the Recent Apps key.

- Tap Recent Apps to view a list of recently used applications.
**Note**: Flick the list and tap an app to switch to it.

**Note**: Tap Recent Apps ⌁ twice to switch to the most-recent app.

### Phone Settings Menu

You can customize your phone’s settings and options through the Settings menu.

- From home, tap Apps ☰ > Settings 🛠.

  – or –

Pull down the status bar and tap Settings 🛠.

For more information, see [Basic Settings](#).

### Portrait and Landscape Screen Orientation

The default orientation for your phone’s screen is portrait (vertical), but many apps will change to landscape orientation (widescreen) when you rotate the phone sideways.
Note: Not all screens will adjust for landscape orientation.

Turn Screen Rotation On or Off

1. Pull down the status bar to display the quick settings menu.

2. Tap Portrait or Auto-rotate to turn the option on or off.
   - You may need to scroll left or right to see the Screen rotation option.
   - If the Screen rotation option is not available, swipe down on the screen and swipe left and right to display the full options list.

Note: You can also set the rotation option from the main settings menu. From home, tap Apps > Settings > Display > When device is rotated and select Rotate the contents of the screen or Stay in portrait view.

Capture Screenshots

You can use your phone’s power and volume keys to capture screenshots.

- Press and hold the Power/Lock key and the Volume Down key at the same time to capture a screenshot of the current screen.

  - The current screenshot will be captured and stored in the Screenshots album in the phone’s Gallery. From home, tap Apps > Gallery.

Applications

The following topics describe how to access the applications (apps) list and launch apps on your phone.
Launch Applications
All installed apps can be accessed and launched from the apps list.

1. From home, tap Apps.

- The apps list opens.

2. Tap an app icon to launch the corresponding application.

- The application opens.

Apps List
The apps list expands to include any apps you download and install on your phone. The following table outlines the primary apps that have been preinstalled on your phone.

<table>
<thead>
<tr>
<th>App</th>
<th>Function/Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amazon</td>
<td>Shop millions of digital and physical products in Amazon’s catalog and manage your orders from anywhere.</td>
</tr>
<tr>
<td>Amazon Kindle</td>
<td>Get access to more than 4,000,000 books and audiobooks including over 1,000,000 Kindle exclusive titles for books you have purchased from Amazon.</td>
</tr>
<tr>
<td>Amazon Music</td>
<td>Listen online or offline to tens of millions of songs and explore thousands of curated playlists and stations.</td>
</tr>
<tr>
<td>Browser</td>
<td>Browse the Internet.</td>
</tr>
<tr>
<td>Icon</td>
<td>Function</td>
</tr>
<tr>
<td>------</td>
<td>----------</td>
</tr>
<tr>
<td>🟠 Calculator</td>
<td>Perform basic and advanced mathematical calculations.</td>
</tr>
<tr>
<td>📅 Calendar</td>
<td>Organize your time and remind you of important events.</td>
</tr>
<tr>
<td>📞 Caller ID</td>
<td>Identify unknown callers and message senders to protect yourself against potential robocallers, spammers, scammers or spoofer.</td>
</tr>
<tr>
<td>📸 Camera</td>
<td>Take and share pictures and videos.</td>
</tr>
<tr>
<td>🌐 Chrome</td>
<td>Browse the Internet and sync your bookmarks, browsing history, and more with your Google Account.</td>
</tr>
<tr>
<td>🕒 Clock</td>
<td>Set alarms, view time in time zones around the world, use stopwatch, or set a time for countdown.</td>
</tr>
<tr>
<td>👥 Contacts</td>
<td>Store and manage contacts saved in your phone as well as contacts synchronized with your web accounts and computer.</td>
</tr>
<tr>
<td>🎧 Dolby Audio</td>
<td>Configure Dolby Audio sound settings.</td>
</tr>
<tr>
<td>⌨️ Downloads</td>
<td>Check the record of files you have downloaded using apps such as Browser or Chrome.</td>
</tr>
<tr>
<td>🚀 Drive</td>
<td>Store and share files on Google servers for free after you sign in to your Google Account.</td>
</tr>
<tr>
<td>📺 Duo</td>
<td>Make 1-to-1 video calls using Wi-Fi or mobile data.</td>
</tr>
<tr>
<td>✉️ Email</td>
<td>Send and receive emails from your webmail accounts or your corporate email accounts.</td>
</tr>
<tr>
<td>📌 Facebook</td>
<td>Keep up with the latest updates of your friends with Facebook on the go.</td>
</tr>
<tr>
<td>📖 File Manager</td>
<td>View and manage files stored on your phone's internal storage and your SD card.</td>
</tr>
<tr>
<td>🛡️ Gadget Guardian</td>
<td>Protect your phone against malware and spyware, backup your data, or remotely locate the device when it is missing.</td>
</tr>
<tr>
<td>📷 Gallery</td>
<td>View and manage pictures and videos on your phone.</td>
</tr>
<tr>
<td>💌 Gmail</td>
<td>Send and receive emails from your POP3, Exchange and IMAP email accounts as well as your Google Accounts.</td>
</tr>
<tr>
<td>Application</td>
<td>Description</td>
</tr>
<tr>
<td>--------------------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Google</td>
<td>Use Google search or get information when you need it with Google Assistant.</td>
</tr>
<tr>
<td>Google+</td>
<td>Socialize with friends on the Google+ online community.</td>
</tr>
<tr>
<td>Instagram</td>
<td>Capture and share the world's moments through photos and videos.</td>
</tr>
<tr>
<td>Maps</td>
<td>Find your place on the map and find your way in the world.</td>
</tr>
<tr>
<td>Messenger</td>
<td>Chat with friends through text, photos, videos, and calls.</td>
</tr>
<tr>
<td>Messenger</td>
<td>Exchange text messages (SMS) and multimedia messages (MMS).</td>
</tr>
<tr>
<td>Music</td>
<td>Play audio files stored on your phone.</td>
</tr>
<tr>
<td>My Account</td>
<td>Manage your Virgin Mobile account and services.</td>
</tr>
<tr>
<td>Phone</td>
<td>Place and receive calls and use voicemail.</td>
</tr>
<tr>
<td>Photos</td>
<td>Manage photos on the phone and your Google Account.</td>
</tr>
<tr>
<td>Play Books</td>
<td>Buy and read the electronic version of new bestsellers and classics.</td>
</tr>
<tr>
<td>Play Games</td>
<td>Buy and play games from the Google Play Store. Share your gaming experience and progress with your friends.</td>
</tr>
<tr>
<td>Play Movies &amp; TV</td>
<td>Purchase, download and watch the latest and your favorite movies and TV shows.</td>
</tr>
<tr>
<td>Play Music</td>
<td>Play music on the phone and on your Google Account.</td>
</tr>
<tr>
<td>Play Newsstand</td>
<td>Purchase and read newspapers and magazines.</td>
</tr>
<tr>
<td>Play Store</td>
<td>Buy and download apps, games, and other content from the Google Play Store.</td>
</tr>
<tr>
<td>Prime Photos</td>
<td>Back up, organize, and share all of the photos and videos from your phone, computer, and other devices.</td>
</tr>
<tr>
<td>Prime Video</td>
<td>Stream and download popular movies and TV shows.</td>
</tr>
<tr>
<td>Settings</td>
<td>Customize and configure your phone.</td>
</tr>
</tbody>
</table>
## Basic Operations

<table>
<thead>
<tr>
<th>App</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sound Recorder</td>
<td>Record voice memos and listen to them whenever you like.</td>
</tr>
<tr>
<td>Video Player</td>
<td>Play and manage video files on your phone.</td>
</tr>
<tr>
<td>Voice Search</td>
<td>Use Google search by voice.</td>
</tr>
<tr>
<td>Voicemail</td>
<td>Use Visual Voicemail to check and manage your voicemail messages.</td>
</tr>
<tr>
<td>YouTube</td>
<td>Watch video clips from YouTube.com, or upload your own and share with the world.</td>
</tr>
</tbody>
</table>

**Note:** Available apps are subject to change.

### Phone Number

Follow the instructions below to display your phone’s wireless phone number.

1. From home, tap **Apps > Settings > About phone**.
2. Tap **Status > SIM status**.

    ![SIM status](image)

    - You will see the number listed under **My phone number**.

### Silent/Vibration Mode

Silent/vibration mode sets your phone’s ringtone, operation sounds, notifications, etc., not to sound to avoid disturbing others around you.
**Note:** Alarms sound is still active during silent or vibration mode.

To set silent or vibration mode:

1. Press the **Volume** keys to display the volume control window.

2. Press and hold the **Volume Down** key.

   - Your phone is now in vibration mode.

3. To switch the phone to silent mode, press the **Volume Down** key once more.

   - Your phone is now in silent mode.

**Note:** In the volume control window, you can tap \( \checkmark \) to adjust notification, media, and alarm volumes.

To restore normal sound settings, press or hold the **Volume Up** key.

**Do Not Disturb Mode**

You can limit sound interruptions with Do not disturb mode, which silences unwanted sounds from your phone.

To turn on Do not disturb mode:

1. From home, tap **Apps** > **Settings** > **Sound** > **Do not disturb**.

2. Tap **Do not disturb** and select **Always** or **Scheduled**.

3. Set the detailed settings.
- If you have selected **Scheduled**, set the days and start/end time during which Do not disturb mode should apply.

- Tap **Disturb rules** to determine whether you allow exceptions.
  - **Priority only**: Disturbance set as priority interruptions are allowed.
  - **Alarms only**: Put your phone in silent mode in which only alarms sound is allowed.
  - **Total silence**: Forbid all disturbances.

- If you have allowed priority interruptions, customize the types of allowed sounds or vibration in the **Priority interruptions** section.

### Airplane Mode

Airplane mode turns off all functions that emit or receive signals, while leaving your phone on so you can use apps that don’t require a signal or data.

To turn on airplane mode:

1. Press and hold the **Power/Lock** key to display the device options menu.

2. Tap **Airplane mode**.

   - Your phone is now in or out of airplane mode. In airplane mode, you will see the airplane mode icon in the status bar.

**Tip**: You can also access airplane mode through the quick settings menu. Pull down the status bar and tap **Airplane mode**.

### Enter Text

You can type on your phone using one of the available touchscreen keyboards or Google voice typing.

#### Touchscreen Keyboards

Your phone offers you a choice of two touchscreen keyboards for entering text. The keyboard appear automatically onscreen when you tap a text entry field, and they can be used in either portrait or landscape mode. You can also use the Google Voice typing option to enter text using your voice (see **Google Voice Typing** for details) or connect your phone to a physical keyboard for text entry.

The methods available include:
• **Google keyboard** lets you use a traditional QWERTY setup to enter text. Additional options expand your ability to enter text faster and more accurately. See [Google Keyboard](#) for details.

• **TouchPal keyboard** lets you use Curve® to speed up text input by replacing key-tapping gesture with tracing gesture where you move your finger from letter to letter without lifting the finger until you reach the end of each word. See [TouchPal Keyboard](#) for details.

**Note:** Keyboard layouts and options may change depending on where you’re using them. For example, if you’re entering text to do a Web search, a search icon may be available instead of an enter key.

**Note:** Along with the pre-installed keyboards, you can download additional keyboard options from Google Play Store. See [Find and Install an App](#) for details.

**Google Keyboard**
The Google keyboard offers a traditional QWERTY keyboard setup for entering text by tapping keys (like on a computer), along with enhancements and options that allow you to enter text faster and more accurately, such as continuous key input, personalized usage dictionaries, and more.

**Assign Google Keyboard for Text Entry**

1. Tap a text entry field, so that a keyboard displays on the screen.

2. Slide the status bar down and tap **Change keyboard**.

3. Select **Google Keyboard**.

**Note:** If you cannot find the input keyboard that has been installed, it may have been disabled. To enable it, from home, tap **Apps > Settings > Language & input > Virtual keyboard > Manage keyboards** and tap the input keyboard that is disabled.

**Use Google Keyboard**

Tap the alphabetic keys to enter letters. Touch and hold some specific keys to enter associated accented letters or numbers. For example, to enter É, touch and hold É³ and the available accented letters and number 3 appear. Then slide to choose É.

• As you enter a word, candidates appear above the keyboard. Tap to select the correct one; touch and hold to remove suggestions.
• Tap ▲ 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.

• Tap ✗ to delete the text before the cursor.

• Tap ❓😊 to select numbers and symbols. You can then tap =\< to find more.

• Tap 🎉 to enter emoji or emoticon.

• Tap 📣 to use Google voice typing.

• Touch and hold 🎯 to change the input languages or set up the Google keyboard. You can also touch and hold 🎯 and slide right to shrink the keyboard for one-hand use.

### Use Gesture Typing

The Google keyboard supports the gesture typing feature. You can use this feature to input a word by sliding through the letters.

To enable and use gesture typing:

1. Touch and hold 🎯 on the Google keyboard and then tap Google Keyboard settings.

2. Tap Gesture typing and then tap Enable gesture typing if this feature is turned off.

3. Move your finger from letter to letter on the keyboard to trace a word without lifting the finger until you reach the end of the word.

### TouchPal Keyboard

The TouchPal keyboard offers three layouts including Full, Phonepad, and T+. You can tap 📌 to select a language and layout.

You can also use Curve® and Wave™ to speed up text input by moving your finger from letter to letter or word from word without lifting the finger.
Assign TouchPal for Text Entry

1. Tap a text entry field, so that a keyboard displays on the screen.
2. Slide the status bar down and tap **Change keyboard**.
3. Select **TouchPal Keyboard**.

**Note**: If you cannot find the input keyboard that has been installed, it may have been disabled. To enable it, from home, tap **Apps > Settings > Language & input > Virtual keyboard > Manage keyboards** and tap the input keyboard that is disabled.

The Full Layout

The full layout offers an input experience similar to a computer keyboard.

- **The alphabetic keys**: Tap the keys to enter letters. Touch and hold a key and slide if necessary to choose more characters.

- **The shift key**: Tap 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.

- **Word prediction**: Touch and hold or and tap the prediction switch to turn off or on prediction.

- **Pre-defined texts**: Tap to enter digits, symbols, and other texts. You can tap the arrow keys to turn pages, or tap to go back to the alphabetic keys. Slide up on the space key or tap to enter Emoji and emoticons.

- **The delete key**: Tap to delete text before the cursor. You can also slide left on the key to delete a whole word.

- **More options**: Tap to access additional functions of TouchPal, use voice input, edit text, change keyboard themes, and more.

The Phonepad Layout

The layout is similar to a phonepad.
Tap an alphabetic key repeatedly until the desired letter appears. You can also touch and hold the key and slide left or right to choose the letter or number you need.

If word prediction is enabled ( ), just tap the keys once and choose the right word.

**The T+ Layout**

Tap to enter the left letter on the key. Double-tap or flick right to enter the right letter/symbol on the key. You can also touch and hold a key and slide left or right to choose more letters and symbols.

If word prediction is enabled ( ), just tap the keys once and choose the right word.

**Curve Word Gesture**

Curve allows you to enter text by moving your finger on the screen from letter to letter to enter each word.

To enable and use Curve:

1. On the TouchPal keyboard, tap > Settings > Smart input and check **Curve - Word gesture**.
2. Tap Back ⬅ to return to the text field. Open the TouchPal keyboard and switch to the full layout.

**Note**: Curve is only available in the full layout.

3. Move your finger from letter to letter on the keyboard to trace a word without lifting the finger until you reach the end of the word.
Tip: Tap when you want to. If you want to enter a single letter, go ahead and tap the key.

Tip: Lift your finger at the end of the word. A space is added automatically when you begin to trace the next word.

Wave Sentence Gesture

Wave allows you to enter words by dragging candidate words to the space key.

To enable and use Wave:

1. On the TouchPal keyboard, tap Settings > Smart input and check Wave - Sentence gesture.
2. Tap Back to return to the text field. Open the TouchPal keyboard and switch to the full layout.

Note: Wave is only available in the full layout.

3. Tap or use Curve to enter the first word. As the first word appears on the text field, candidate words appear on the keyboard for you to choose from as the following word.
4. Drag the correct candidate word to the space key to add the word to the text field.

Note: If no candidate word is correct or displayed, you can go on entering the words normally.

Google Voice Typing

Google Voice typing uses Google voice recognition to convert speech to text.
To use Google voice typing:

1. Slide the status bar down when entering text and tap **Change keyboard > Google voice typing**.
   
   – or –

   Tap 🎤 to access the voice typing feature when you are using the Google keyboard.

   – or –

   Tap 📞 > **Voice** to access the voice typing feature when you are using the TouchPal keyboard.

2. When you see the microphone image, speak what you want to type. The phone will work on your speech and display the transcription.

   **Tip**: Say "comma," "period," "question mark," "exclamation mark," or "exclamation point" to enter punctuation.

**Tips for Editing Text**

Your phone gives you many options to make entering text easier, including copying, cutting, and pasting text, customizing the user dictionary, using predictive text, and more.

- To move the insertion point, tap 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.

- To select text, touch and hold or double-tap the text. The nearest word is selected, with a tab at both ends of the selection. Drag the tabs to change the selection. To cancel the selection, simply tap the text field.

- To cut or copy text, select the text you want to manipulate. Then tap **Cut** or **Copy**.

- To replace text with the clipboard text, select the text you want to replace and then tap **Paste**.

- To insert clipboard text to the text field, tap the tab below the cursor and then select **Paste**.

- You can customize your personal dictionary for word suggestion and spell check. From home, tap **Apps ⎯** > **Settings 🌐** > **Language & input** > **Personal dictionary**. Then select a language and tap + to add a new word.
Many input methods have predictive text features of their own. You may need to configure them separately. For example, when using the TouchPal keyboard, touch and hold or to manage prediction.

Google Account
You will need a Google Account to access several phone features such as Gmail, Google Maps, and the Google Play applications. Before you are able to access Google applications, you must enter your account information. These applications sync between your phone and your online Google Account.

Google Account Cautions
Be sure not to forget your Google Account ID or password.

Create a Google Account
If you do not already have a Google Account, you can create one online or using your phone.

Note: You can also create and sign into your Google/Gmail account through your phone’s Setup application.

Note: Although you need a Gmail account to use certain features of your phone, such as Google Play, you do not need to use Gmail as the default account for your phone.

Create a Google Account Online
1. From a computer, launch a Web browser and navigate to google.com.
2. On the main page, click Sign in > Create an account.
3. Follow the onscreen prompts to create your free account.
4. Look for an email from Google in the email box you provided, and respond to the email to confirm and activate your new account.

Create a Google Account Using Your Phone
1. From home, tap Apps > Settings > Accounts > Add account.
2. Tap **Google** and then tap **Or create a new account**.

3. Follow the prompts to set up your account. Tap **Next** to proceed between steps, which may include:
   - Enter your **First name** and **Last name**.
   - Enter your basic information.
   - Enter a desired **Username**.
   - Enter and reenter a password.
   - Enter your phone number for signing in, recovering your password, and connecting with friends.
   - Agree to the privacy policy and terms of service.
   - Select Google service options.

4. Tap **Next**.
   - You are signed in to your Google Account, and your phone will synchronize the selected items.

**Note:** When setting up a new Google Account, either on your phone or online, you will be prompted to add a phone number. This phone number is used to authenticate your account should you ever encounter problems or forget your password. It is strongly encouraged for Android users so you can regain access to Google services and purchases on your phone.

**Sign In to Your Google Account**

If you have a Google Account but have not yet signed in with your phone, follow these instructions to sign in to your Google Account.
1. From home, tap Apps > Settings > Accounts > Add account.

2. Tap Google, and then tap Email or phone.

3. Enter your Gmail address or phone number, and then tap Next.

4. Enter your password, and then tap Next.

5. After your phone connects with the Google servers, accept the privacy policy and terms of service, and then tap Next.

   ❖ You are signed in to your Google Account, and your phone will synchronize the selected items.

**Google Play Store**

Google Play™ is the place to go to find new Android apps, books, movies, and music for your phone. Choose from a wide variety of free and paid content ranging from productivity apps and games to bestselling books and blockbuster movies and music. When you find what you want, you can easily download and install it on your phone.

To access the Google Play store app, you must first connect to the Internet using your phone’s Wi-Fi or mobile data connection and sign in to your Google Account. See Browser and Sign In to Your Google Account for details.

**Installing Applications**

Many different kinds of applications can be installed on your phone from Google Play (provided by Google Inc.). Virgin Mobile is not responsible in any way for user-installed applications (quality, reliability, legality, fitness for a purpose, credibility, accuracy, etc.) or resulting malfunctions (viruses, etc.).
Important: Our policies often do not apply to third-party applications. Third-party applications may access your personal information or require us to disclose your customer information to the third-party application provider. To find out how a third-party application will collect, access, use, or disclose your personal information, check the application provider’s policies, which can usually be found on their website. If you aren’t comfortable with the third-party application’s policies, don’t use the application.

Find and Install an App

When you install apps from Google Play app and use them on your phone, they may require access to your personal information (such as your location, contact data, and more) or access to certain functions or settings of your phone. Download and install only apps that you trust.

1. From home, tap Apps > Play Store.

2. Browse through the categories (Apps & games or Movies, music, books), find an item you’re interested in, and tap the name.

   ▪ Browse through featured apps. Scroll through the list of featured apps when you open Google Play.

   ▪ Search for an app. Tap the search field at the top of the Google Play home screen, enter the name or type of app you’re looking for, and then tap the search key on the keyboard.

3. Tap an app to read a description about the app and user reviews.

4. Tap Install (for free applications) or the price (for paid applications).

Note: If you have not already done so, you will need to set up a payment method to purchase paid apps from Google Play.

5. The subsequent screen notifies you whether the app will require access to your personal information or access to certain functions or settings of your phone. If you agree to the conditions,
tap **Accept** (for free apps) or **Accept** and then **Buy** (for paid apps) to begin downloading and installing the app.

- If you have not already set up a payment method, tap **Continue** and then follow the prompts to arrange payment and complete the purchase.

- The selected app is downloaded and installed on your phone.

**Warning: Read the notification carefully!** Be especially cautious with applications that have access to many functions or a significant amount of your data. Once you tap **Accept** on this screen, you are responsible for the results of using this item on your phone.

### Purchasing Applications

Purchasing apps at your own risk. Virgin Mobile is not responsible for any harm to you or third parties resulting from the use of purchased applications.

### Request a Refund for a Paid App

If you are not satisfied with an app, you can ask for a refund within 15 minutes of the purchase. Your credit card is not charged and the app is uninstalled from your phone.

If you change your mind, you can install the app again, but you can’t request a refund a second time.

1. From home, tap **Apps** > **Play Store**.

2. Tap **Menu** > **My apps & games**.

3. Tap the app to uninstall for a refund. The details screen for the app opens.

4. Tap **Refund**, and then tap **Yes** to confirm. Your app is uninstalled and the charge is canceled.

### Update an App

Depending on your settings, many apps will update automatically, or you can update apps directly from the Play Store app.

#### Update an App Directly

1. From home, tap **Apps** > **Play Store**.
2. Tap **Menu > My apps & games.**

![Menu > My apps & games](image)

3. Tap the app you want to update, and then tap **Update.**
   - The app update is downloaded and installed.

**Note:** You can also tap **UPDATE ALL** in My apps to install available updates for all your apps.

### Set Automatic App Updates

1. From home, tap **Apps > Play Store.**

2. Tap **Menu > My apps & games.**

3. Tap the app you want to set for auto-update, and then tap **Menu > Auto-update.**
   - The app is set to update automatically whenever an update becomes available.

**Note:** Automatic updates are unavailable for some apps.

### Uninstall an App

You can uninstall any app that you have downloaded and installed from Google Play.

1. From home, tap **Apps > Play Store.**
2. Tap **Menu > My apps & games.**

![Apps & games menu](image)

3. On the Installed screen, tap the app you want to uninstall, and then tap **Uninstall > OK.**

   - The app is uninstalled and removed from your phone.

**Get Help with Google Play**

The Google Play store app offers an online help option if you have questions or want to know more about the app.

1. From home, tap **Apps > Play Store.**

2. Tap **Menu > Help & feedback.**

   - The Web browser will take you to the Google Play Help Web page, where you will find comprehensive, categorized information about Google Play.

**Lock and Unlock Your Screen**

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

**Turn the Screen Off When Not in Use**

- To quickly turn the screen off, press the **Power/Lock** key. Pressing the **Power/Lock** key again or receiving an incoming call will turn on your phone screen and show the lock screen.

To save battery power, the phone automatically turns off the screen after a certain period of time when you leave it idle. You will still be able to receive messages and calls while the phone’s screen is off.

**Note:** For information on how to adjust the time before the screen turns off, see **Display Settings.**
Turn the Screen On and Unlock It

1. To turn the screen on, press the **Power/Lock** key.
   - The lock screen appears.

2. Touch and hold an empty area of the screen to unlock it.
   - The screen is unlocked.
   - If you have set up a screen lock, you will be prompted to draw the pattern or enter the password or PIN. See **Screen Lock**.
   - If you have enabled the fingerprint unlock feature, you can tap the fingerprint sensor to unlock the phone. See **Fingerprint Settings**.

**Tip:** You can also touch and hold 🎅 to launch Voice Search, or touch and hold 📸 to launch Camera.

Update Your Phone

From time to time, updates may become available for your phone. You can download and apply updates through the **Settings** > **System updates** menu.

1. **Software Update Cautions**

   **During update:** The phone cannot be used until the software update is complete. It may take time to update your phone’s software.

   **Signal during update:** Update your phone where signal reception is good, and do not change location during the update process. Make sure the battery is adequately charged before beginning an update. A weak signal or low battery during an update may cause the update to fail. An update failure may disable the phone.

   **Other functions during update:** Other phone functions cannot be used during a software update.

Update Your Phone Firmware

You can update your phone’s software using the **Update Firmware** option.

Before Updating Your Phone

Updating your phone may result in a loss of saved data depending on the condition of your phone (malfunctioning, damaged, water seepage, etc.). You must back up all critical information before updating your phone firmware.

**Back Up All Data Prior to Update**

To back up your Gmail information:

1. From home, tap Apps 📱 > Settings 🌐 > Accounts > Google.
2. Tap your Google Account to open the Sync screen.
• If the Auto-sync data option is on, turn on the items you want to keep in sync.

• If the Auto-sync data option is off, tap the items you want to synchronize to back up related data.

To back up your Exchange mail information:

1. From home, tap Apps > Settings > Accounts > Exchange.

2. Tap your Exchange account to open the Sync screen.

   • If the Auto-sync data option is on, turn on the items you want to keep in sync.

   • If the Auto-sync data option is off, tap the items you want to synchronize to back up related data.

To back up stored text messages:

1. From home, tap Apps > Messaging.

2. Select the text message from the list to view the message thread.

3. Touch and hold a text message from the string. The Message options context menu appears.

   **Note:** You can back up stored text messages by forwarding them to your own phone number. Open the messages after you have updated your firmware.

4. Tap Forward.

5. Tap New message and enter your phone number in the "To" field.

6. Tap Send to <your number> and tap .

7. Tap Send.

To restore your Google apps following the update:

1. From home, tap Apps > Play Store.

2. Tap Menu > My apps & games > All tab.

3. Scroll through the list of previously downloaded Google apps and choose those you wish to reinstall.

4. Follow the onscreen instructions.

   **Note:** Your Google app purchases are reloaded remotely and can be re-installed after the update is applied.

As an added precaution, to preserve any data on your SD card, please unmount it from your phone prior to starting the update process. From home, tap Apps > Settings > Storage > Unmount.
If you are using the SD card as internal storage, please copy all your personal files to your computer. See Transfer Files between Your Phone and a Computer.

Update Your Phone’s Firmware

Once you have backed up all your data, use the Update Firmware option to update your phone’s software.

1. From home, tap Apps > Settings > System updates.
2. Tap Update Firmware.

![System updates](image)

- Your phone automatically downloads and installs any available updates. You may be required to power your phone off and back on to complete the software upgrade.

Alternatively, you can access system updates through the notification panel.

1. Locate the System Update Available icon ( ⚤ ) in notifications.
2. Pull down the status bar.
3. Tap ⬇️ to open the update screen.
4. Follow the onscreen instructions to restart and install the update.

Confirm Your Current Phone Firmware

1. From home, tap Apps > Settings > About phone.
2. Locate the Baseband version read-only field.

---

**Update Your Android Operating System**

This option allows you to update the Android Operating System (OS) on your phone via an over-the-air connection.

1. From home, tap **Apps > Settings > System updates.**

2. Tap **Update ZTE Software.**

3. Follow the onscreen instructions.
Update Your Profile

This option allows you to automatically update your online user profile information. If you choose to change your user name and select a new one online, you must then update the user name on your phone.

1. From home, tap Apps ➤ Settings ➤ System updates ➤ Update Profile.

2. Follow the onscreen instructions.

   - The phone will download and install the profile update and you will see a confirmation when complete.

**Note:** If your data services or account syncing ever seems to go out unexpectedly, use this feature to reconnect with the network.

Update Your PRL

This option allows you to download and update the PRL (preferred roaming list) automatically.
1. From home, tap **Apps** > **Settings** > **System updates** > **Update PRL**.

2. Follow the onscreen instructions.

   - The phone will download and install the PRL update and you will see a confirmation when complete.
Your Phone’s Home Screen

The following topics describe how to use and customize your phone’s home screen, understand the status bar, and use the notification panel.

Home Screen Basics

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.

Home Screen Layout

Your home screen extends beyond the initial screen. Swipe the screen left or right to display additional screens.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Status bar</td>
<td>The status bar displays icons to notify you of your phone’s status (on the right side) and notifications (on the left side). Pull down the status bar to display the notification panel. Pull down further to reveal the full quick settings menu.</td>
</tr>
<tr>
<td>Widget</td>
<td>Widgets are self-contained onscreen apps that reside on your phone’s home screen.</td>
</tr>
<tr>
<td>Application icons</td>
<td>Application icons are shortcuts to favorite applications. You can add and remove these shortcuts as you wish.</td>
</tr>
</tbody>
</table>
Your Phone's Home Screen

<table>
<thead>
<tr>
<th>Folder</th>
<th>You can group shortcuts on the home screen into folders for convenient access.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary shortcuts</td>
<td>Primary shortcuts are application shortcuts that appear in the same location on all of your phone’s home screens. These are customizable except for the Applications (Apps) shortcut, which remains static.</td>
</tr>
<tr>
<td>Applications (Apps) list</td>
<td>Tap to open the applications (apps) list. The apps list key is a primary shortcut available from all home screens.</td>
</tr>
<tr>
<td>Recent Apps key</td>
<td>Displays a list of recently used applications or access the Split Screen feature.</td>
</tr>
<tr>
<td>Home key</td>
<td>Tap to display the main home screen. It can also light up as a notification.</td>
</tr>
<tr>
<td>Back key</td>
<td>Tap to return to the previous screen.</td>
</tr>
</tbody>
</table>

**Note:** Your phone’s home screens cycle through so that you can keep swiping in one direction and make it back to the main home screen. The small circles above the primary shortcuts let you know your current screen position.

**Tip:** Tap Home to return to the main home screen from any other screen.

**Extended Home Screens**
In addition to the main home screen, your phone features extended home screens to provide more space for adding icons, widgets, and more. Tap Home to display the main home screen and then slide the screen right or left to move from the main screen to an extended screen.

There are up to eight and at least three extended screens available in addition to the main home screen.

- If you are not already using the maximum number of screens for your phone, you can add more screens when adding a shortcut or widget to the home screen. See Add Shortcuts to the Home Screen and Add Widgets to the Home Screen.

- If there are more than three extended screens and you remove all contents from one screen, the empty screen is deleted automatically.

- While on an extended screen, tap Home to return to the main home screen.

To delete or set the home screens:
From any screen, touch and hold an empty area and tap **Home**.

- To delete a home screen, tap on the corner of its thumbnail and tap **OK**.
- To set a home screen as the main home screen, tap at the bottom of its thumbnail.
- To change the order of the screens, touch and hold a thumbnail and drag it left or right to a new position.

### Status Bar and Notification Panel
Your phone’s status and notifications are available at a glance at the top of the screen.

#### Status Bar
The status bar at the top of the home screen provides phone and service status information on the right side and notification alerts on the left. To view the notification panel or access the quick settings menu, pull down the status bar from the top of the screen.

#### Status Bar Layout

<table>
<thead>
<tr>
<th>Notification area</th>
<th>Status area</th>
</tr>
</thead>
</table>

#### Main Status Icons

<table>
<thead>
<tr>
<th>Icon</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>📧</td>
<td>Bluetooth® active</td>
</tr>
<tr>
<td>📍</td>
<td>GPS active</td>
</tr>
</tbody>
</table>
### Main Notification Icons

<table>
<thead>
<tr>
<th>Icon</th>
<th>Notification</th>
</tr>
</thead>
<tbody>
<tr>
<td>📞</td>
<td>Missed call</td>
</tr>
<tr>
<td>📞</td>
<td>New voicemail</td>
</tr>
<tr>
<td>📨</td>
<td>New email from the Email app</td>
</tr>
<tr>
<td>Icon</td>
<td>Description</td>
</tr>
<tr>
<td>------</td>
<td>-------------</td>
</tr>
<tr>
<td>📣</td>
<td>New message(s) from the Gmail app</td>
</tr>
<tr>
<td>📨</td>
<td>New text or MMS message</td>
</tr>
<tr>
<td>🕒</td>
<td>Event</td>
</tr>
<tr>
<td>🌐</td>
<td>USB connection</td>
</tr>
<tr>
<td>📞</td>
<td>Call in progress</td>
</tr>
<tr>
<td>🛴</td>
<td>Open Wi-Fi network detected</td>
</tr>
<tr>
<td>🔊</td>
<td>Music playing</td>
</tr>
<tr>
<td>🎥</td>
<td>Updates available from Google Play Store</td>
</tr>
<tr>
<td>🔽</td>
<td>Downloading or receiving data</td>
</tr>
<tr>
<td>🔼</td>
<td>Uploading or sending data</td>
</tr>
</tbody>
</table>

**Note**: Additional notification icons may appear. All notifications may be accessed through the notification panel.

**Notification Panel**

Your phone’s notifications appear at the left side of the status bar, and you can access the full notification panel by pulling down the status bar. From there, you can check notifications, download updates, open messaging apps, use the quick settings menu, and more.
Open the Notification Panel

- Pull down the status bar. (Flick your finger down on the home screen.)

  - The notification panel opens. To check notifications, tap an item in the list.

Close the Notification Panel

- Slide the notification panel up. (Slide your finger up from the bottom of the notifications.)

  – or –

  Tap Back to close the notification panel.

Notification Panel Layout

The notification panel gives you access both to notifications and the quick settings menu.
Tip: To access the full quick settings menu, flick down on the notification panel. You may need to swipe left or right to see all available options.

Customize the Home Screen
Learn how to set the wallpaper and add, move, or remove shortcuts, widgets, and folders from the home screen.

Operations for Rearranging the Home Screen

- **Moving Widgets and Icons**: From home, touch and hold an item and then drag it to the desired location.

- **Deleting Widgets and Icons**: From home, touch and hold an item and then drag it to **Remove**.

- **Displaying the Home Screen Menu**: From home, touch and hold an empty space to display the home screen menu. Menu options include Wallpapers, Widgets, Themes, and Home, and you also have the option to add or remove home screens or change their positions.

Change the Wallpaper
Select and assign your phone’s background wallpaper.

1. From home, touch and hold an empty space, and then tap **Wallpapers**.

   ![Wallpapers Menu](image)

   - You can also access the wallpaper menu through settings. From home, tap **Settings > Display > Wallpaper**.

2. Tap **Lock screen** or **Home screen**.

   - **Lock screen**: Set the wallpaper for your phone’s lock screen.
- **Home screen**: Set the background wallpaper for your home screen.

3. Tap an option to select the wallpaper.

4. If necessary, tap **Set wallpaper**.

   - The wallpaper is set.

**Note**: If you select **Gallery**, you will need to select an album and a picture. Once selected, use two fingers to scale or one finger to move to select the area you want to use and then tap **Done**.

### Change the Theme
Each theme contains a unique set of icons. You can change the theme to the one you like.

1. From home, touch and hold an empty space, and then tap **Themes**.

2. Tap the theme you like.

   - The theme is applied.

### Add Shortcuts to the Home Screen
You can add shortcuts for quick access to favorite apps from the home screen.

1. From home, tap **Apps**.

   - The Apps list opens.

2. Touch and hold an app icon.

   - The icon will disengage and you will see thumbnails of your home screens.

3. Drag the icon to an empty location on one of the home screens.
Note: If there are less than eight extended home screens, you can add a new extended home screen while you add a shortcut. Just drag the app icon to the right edge of the screen and drop it after you reach the right-most screen.

- The shortcut is added to the home screen.

Add Widgets to the Home Screen
You can add widgets to your phone’s home screen. Widgets are self-contained apps that display on a home screen. Unlike a shortcut, the Widget works like an onscreen application. There are all kinds of widgets, including links to a specific contact, Internet bookmarks, Gmail and email accounts, and many others.

1. From home, touch and hold an empty space, and then tap Widgets.

- The Widgets list opens.

2. Touch and hold a widget icon.

- The icon will disengage and float with your finger.

3. Drag the icon to an empty location on one of the home screens.

Note: If there are less than eight extended home screens, you can add a new extended home screen while you add a widget. Just drag the widget icon to the right edge of the screen and drop it after you reach the right-most screen.

- The widget is added to the home screen.

Add Folders to the Home Screen
You can group home screen shortcuts into folders for convenient access.
1. From home, touch and hold a shortcut you want to place in a folder, and then drag it to Folder.

   ![Folder creation](image)

   ❖ A new folder is created.

2. To add more app shortcuts to the folder, touch and hold a shortcut and drag it on top of the new folder.

   ❖ The new shortcut is added to the folder.

**Change Folder Names**

Once you have added folders, you can change the name easily from the folder display.

1. From home, tap the folder to open it, and then tap the folder name.

2. Type a new name and then tap ✔️ or Done.
Making Connections

The following set of topics will cover your phone’s ability to help you make connections, from phone calls and maintaining contacts, to text messages, email, Internet, and international services.
Phone Calls and Voicemail

The following topics outline the use of your device’s phone app to place and receive calls, use voicemail, and more.

Place and Answer Calls
The following topics describe how to directly dial calls, how to answer incoming calls, and how to use the in-call screen options.

Adjust In-Call Volume

- **Adjusting Call Volume**: Press the **Volume** keys during the call.

Troubleshooting

**Problem**: Difficulty during call.

**Solution 1**: It may not be possible to make a call properly in a noisy location.

**Solution 2**: When calling using Speaker, check the call volume. Raising the call volume may make calling difficult.

**Problem**: Sound pops momentarily during a call.

**Solution**: Are you changing location while calling? Sound pops when signal is weak and the phone switches to a different area.

Emergency Call Cautions

Emergency calls are restricted in Airplane mode.

Call Using the Phone Dialer
The most “traditional” way to place a call is by using the phone’s dialer screen.

1. From home, tap **Phone** to display the phone screen.
   - The phone app opens. If necessary, tap **Keypad** to display the dialer screen.
2. Tap the number keys on the keypad to enter the phone number.

- As you enter digits, Smart Dial searches for contacts that match. If you see the number you want to dial, tap it to place the call immediately without entering the rest of the number.

3. Tap ☑️ to call the number.
   - The phone dials the number. The call begins when the other party answers.

4. To end the call, tap ✖️.
   - The call ends.
Troubleshooting

**Problem:** Call does not connect.

**Solution 1:** Was the number dialed using the area code? If not, try dialing using the full 10-digit number including the area code.

**Solution 2:** Are you in an area with poor wireless coverage? Try calling again from another area.

Call Emergency Numbers

You can place calls to 9-1-1 even if the phone’s screen is locked or your account is restricted.

To call the 9-1-1 emergency number when the phone’s screen is locked with a screen lock:

1. From the lock screen, touch and hold the screen to display the screen where you need to draw a pattern or enter a PIN or password to unlock.
2. Touch and hold *Emergency Call (ICE)*.
3. Tap next to 911.
   - As long as you are in an area covered by wireless service, the emergency call is placed.

To call the 9-1-1 emergency number normally or when your account is restricted:

1. Unlock the screen. For more information, see *Lock and Unlock Your Screen*.
2. From home, tap *Phone* > *Keypad*.
3. Tap .
   - As long as you are in an area covered by wireless service, the emergency call is placed.

Enhanced 9-1-1 (E 9-1-1) Information

This phone features an embedded Global Positioning System (GPS) chip necessary for utilizing E 9-1-1 emergency location services where available.

When you place an emergency 9-1-1 call, the GPS feature of your phone seeks information to calculate your approximate location. Depending on several variables, including availability and access to satellite signals, it may take up to 30 seconds or more to determine and report your approximate location.

**Important:** Always report your location to the 9-1-1 operator when placing an emergency call. Some designated emergency call takers, known as Public Safety Answering Points (PSAPs), may not be equipped to receive GPS location information from your phone.

Answer Phone Calls

The following information lets you know how to answer incoming calls, mute the ringer on incoming calls, reject incoming calls, and more.
When you receive a phone call from a contact, the Incoming call screen appears and displays the caller ID icon, name, and phone number of the calling party. When you receive a phone call from someone who is not stored in Contacts, only the default caller ID icon and phone number appear on the Incoming call screen.

**Note:** If your phone is turned off, all calls automatically go to voicemail.

### Answer an Incoming Call

1. When a call arrives, slide down to to answer it.

   ![Incoming call screen](image)

   - The call begins.
2. To end the call, tap 📞.

- The call ends.

**Mute the Ringing Sound**

To mute the ringer without rejecting the call, you can do one of the following:

- Press the Volume keys.
- Press the Power/Lock key.
- Tap Home 🏡.
- Tap Back 🔴.
- Tap Recent Apps ⏯.
Reject an Incoming Call

- When a call arrives, slide ✈ up to ☎️ to reject it.

- The ringtone or vibration will stop and the call will be sent directly to voicemail.

Reject a Call and Send a Text Message

You can reject an incoming call and automatically send a text message to the caller.

1. When a call arrives, tap Message reject at the bottom of the screen.

- The ringtone or vibration will stop and you will see a list of preset text messages.
2. Tap one of the messages to send it to the caller or write your own.
   - The selected message or the message you write will be delivered to the caller.
     - You can edit the reject messages through the Phone app settings menu. From the phone app, tap **Menu > Settings > Quick responses** and tap a message to edit it.

**In-Call Screen Layout and Operations**

While you’re on a call, you will see a number of onscreen options.

**In-Call Screen Layout**

Tap options to activate them during a call.

- **Add call**: Tap to make another call separately from the current call, which is put on hold. When both calls are connected, you can tap **Swap** to switch between the two call or tap **Merge** to set up a conference call. See Call Waiting and Conference Calling.

- **Contacts**: Open the Contacts app and view your contacts list.

- **Dialpad**: Toggle the appearance of the onscreen keypad. Show the keypad to enter additional numbers, for example, an extension or access code.

  - For example: When you call your bank’s 800 number, use the keypad to enter your account number and PIN.

- **Mute**: Mute the microphone during an active call. Tap again to unmute the microphone.

- **Speaker**: Route the phone’s audio through the speaker (On) or through the earpiece (Off).

  - Activate **Speaker** to route the phone’s audio through the speaker. (You can adjust the speaker volume using the **Volume** keys.)
- Deactivate **Speaker** to use the phone’s earpiece.

**Warning:** Because of higher volume levels, do not place the phone near your ear during speakerphone use.

**Note:** When a Bluetooth headset is connected to your phone, you can route the audio through the Bluetooth headset (_audio icon_), the phone earpiece (_audio icon_), or the phone speaker (_audio icon_). Tap one of these icons and select **Speaker**, **Handset earpiece**, or **Bluetooth** to change how the audio is routed.

**Place a Call from Contacts**

You can place phone calls directly from entries in your Contacts list.

1. From home, tap **Phone** 📞 to display the phone app.

2. Tap **Contacts** to display the Contacts list.

   - The contacts list appears.

3. Tap a contact.

4. Tap the number you want to call.

   - The phone dials the number. The call begins when the other party answers.

5. To end the call, tap ✆.  

   - The call ends.

**Tip:** You can also place a call directly from the Contacts list. Tap **Call** 📞 next to the entry you want to call. Select a number if the contact has more than one number.
Call from Call Log
The call log list lets you quickly place calls to recent incoming, outgoing, or missed numbers.

1. From home, tap Phone to display the phone app.
2. Tap Recents to display the recent call history.

Tip: To view the complete call history, tap View full call history.

3. Tap Call next to an entry to place a call.
   - The phone dials the number. The call begins when the other party answers.
   - For additional options, tap the name or number.

4. To end the call, tap .
   - The call ends.

Voicemail
The following topics describe how to set up and use your phone's voicemail and visual voicemail features.

Voicemail Setup
Follow the instructions below to set up voicemail on your phone. You should set up your voicemail and personal greeting as soon as your phone is activated. Always use a passcode to protect against unauthorized access. Your phone automatically transfers all unanswered calls to your voicemail, even if your phone is in use or turned off.

1. From home, tap Phone > Keypad. 
2. Touch and hold 1 to dial your voicemail number.

![Telephone keypad]

- Your phone dials the voicemail access number.

3. Follow the system prompts to:
   - Create your passcode.
   - Record your name announcement.
   - Record your greeting.

**Important: Voicemail Passcode** – It is strongly recommended that you create a passcode when setting up your voicemail to protect against unauthorized access. Without a passcode, anyone who has access to your phone is able to access your voicemail messages.

**Visual Voicemail Setup**

This topic describes the Visual Voicemail feature of your phone's service, as well as the steps required to set up Visual Voicemail on your phone.

**About Visual Voicemail**

Visual Voicemail gives you a quick and easy way to access your voicemail. Now you can find exactly the message you are looking for without having to listen to every voicemail message first. This feature periodically goes out to your voicemail, and gathers the caller information from all of the current voicemails. It then populates a list with the caller name and number, along with the length of time and priority level of the voicemail message.

**Set Up Visual Voicemail**

Setting up Visual Voicemail follows many of the same procedures as setting up traditional voicemail. You should set up your voicemail and personal greeting as soon as your phone is activated. Your phone automatically transfers all unanswered calls to your voicemail, even if your phone is in use or turned off.

**Note:** To set up your traditional voicemail box, see Voicemail Setup.
1. From home, tap **Apps > Voicemail**.

![Visual Voicemail App](image)

- You’ll see a Welcome to Visual Voicemail screen.

2. Scroll through the introduction screens to view a brief explanation of visual voicemail services.

3. At the end of the welcome screens, you’ll come to a Personalize your voicemail prompt.

4. Tap **Personalize** and follow the system prompts to:
   - Create a passcode (part of standard voicemail).
   - Record your name announcement.
   - Record your greeting.

**Important: Voicemail Passcode** – It is strongly recommended that you create a passcode when setting up your voicemail to protect against unauthorized access. Without a passcode, anyone who has access to your phone is able to access your voicemail messages.

**Review Visual Voicemail**

Visual Voicemail lets you easily access and select which messages you want to review.
1. From home, tap Apps > Voicemail.

   ![App screen showing the voicemail inbox]

   - You will see the voicemail inbox.

2. Tap a message to review it.

   ![Message screen]

   **Tip:** There are several icons at the top of the review screen for calling, reply, and other options. For an explanation of all your options, tap Menu > Help > Messaging > Receiving Messages > Message Playback.
Visual Voicemail Options
Your visual voicemail options appear as icons at the top of the voicemail review screen.

1. From home, tap Apps > Voicemail.

2. Tap a message to review it. The following options are available while reviewing a voicemail message:
   - ☛ Call to call the number the message came from.
   - ☛ Reply to reply with a message.
   - Tap Menu > Delete to delete the message.
   - Tap Menu > Share to share the message. Options depend on the applications installed.
   - Tap Menu > Archive message to archive the current message. You can find it in the Archive box.

Note: Not all options are available for all messages.

Configure Visual Voicemail Settings
The Visual Voicemail settings menu lets you access settings for notifications, pictures, greetings, and more.

1. From home, tap Apps > Voicemail.

2. Tap Menu > Settings.
You will see the voicemail settings menu.

3. Select an option to change its settings.
   - Avatar
   - Display
   - Help/Info
   - Preferences
   - Sound
   - Updates
   - About Voicemail

**Change Your Main Greeting via the Voicemail Menu**

Your main greeting can be changed directly via the Visual Voicemail system. This direct access saves you from having to navigate within the voicemail menu.

1. From home, tap **Apps > Voicemail**.
2. Tap **Menu > Settings > Preferences > Personalize voicemail**.
3. Tap **OK** to connect to the voicemail system. Follow the prompts to change your current greeting.

**Edit the Display Name via the Voicemail Menu**

From your Visual Voicemail menu, you can quickly change the name or number attached to your voice messages.

1. From home, tap **Apps > Voicemail**.
2. Tap **Menu > Settings > Display > Display name**.
3. Tap the existing identification field and enter a new identifying name or number (used to identify you to recipients of your voice messages).
4. Tap **OK** to save your information.

**Optional Calling Services**

The following topics outline additional voice-related services available with your phone.

**Wi-Fi Calling**

Wi-Fi Calling uses Wi-Fi networks to help improve voice and data coverage. It sends and receives calls and text messages over a connected Wi-Fi network and may offer better coverage in buildings and areas of poor cellular reception.
Set Up Wi-Fi Calling

1. From home, tap Apps ☰ > Settings ☰.
2. Tap Wi-Fi Calling and follow the online prompts to set up Wi-Fi Calling.

- Wi-Fi Calling is set up. You will see 📞 in the status bar when Wi-Fi Calling is active.

Tip: For more information about Wi-Fi Calling, visit this FAQ link at sprint.com/support.

Enable or Disable Wi-Fi Calling

1. From home, tap Apps ☰ > Settings ☰ > Wi-Fi Calling.
2. Tap the top slider to turn Wi-Fi Calling on or off.

- Wi-Fi Calling will be turned on or off, and the Wi-Fi Calling icon will appear or disappear in the status bar.

Caller ID Blocking

Caller ID identifies a caller before you answer the phone by displaying the number of the incoming call. If you do not want your number displayed when you make a call, follow these steps.

1. From home, tap Phone 📞 > Keypad ☰.
2. Tap 6<br>7.
3. Enter a phone number.
4. Tap ☑️.
Your caller information will not appear on the recipient’s phone.

To permanently block your number, call Virgin Customer Service.

**Call Waiting**

When you’re on a call, Call Waiting alerts you to incoming calls by sounding two beeps. Your phone’s screen informs you that another call is coming in and displays the caller’s phone number (if it is available).

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

- Tap **Answer**. (This puts the first caller on hold and answers the second call.)

To switch back to the first caller:
- Tap **Swap**.

![Swapping calls](image)

**Note:** For those calls where you don’t want to be interrupted, you can temporarily disable Call Waiting by pressing `* 7 0` before placing your call. Call Waiting is automatically reactivated once you end the call.

**Conference Calling**

With conference calling, also known as 3-way calling, you can talk to two people at the same time.

1. Tap **Add call** in the in-call screen.

![Adding call](image)

**Note:** If you are not seeing the in-call screen, tap the top of the screen first.
2. Dial the second number using the keypad and tap 📲.

3. When you’re connected to the second party, tap Merge. Your conference call is now in session.

4. To end the three-way call, tap 📲.

Note: If one of the people you called hangs up during your call, you and the remaining caller stay connected. If you initiated the call and are the first to hang up, all callers are disconnected.

Note: Tap Swap to disconnect the second call and return to 2-way calling with the first call.

Phone App Settings
The settings menu of the Phone app lets you configure your voicemail options and a number of other settings for the phone application.

Phone App Settings Options
Use the Settings menu to adjust the following settings:
<table>
<thead>
<tr>
<th>Setting</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Display options</td>
<td>Set up the way contacts are displayed and sorted in the contacts list in the Phone app.</td>
</tr>
<tr>
<td>Sounds and vibration</td>
<td>Set up the default ringtone for incoming calls and enable/disable keypad tones.</td>
</tr>
<tr>
<td>Answer and end calls</td>
<td>Enable/disable ending a call by pressing the Power/Lock key or vibrating when a call is answered.</td>
</tr>
<tr>
<td>Speed dial</td>
<td>Set speed dialing keys.</td>
</tr>
<tr>
<td>Quick responses</td>
<td>Edit the text messages that you can quickly send to rejected callers.</td>
</tr>
<tr>
<td>Voicemail</td>
<td>Adjust your voicemail settings.</td>
</tr>
<tr>
<td>Wi-Fi calling</td>
<td>Send and receive calls and text messages over connected Wi-Fi network.</td>
</tr>
<tr>
<td>DTMF tones</td>
<td>Set the length of Dual-Tone Multi-Frequency signal tones.</td>
</tr>
<tr>
<td>Voice privacy</td>
<td>Use enhanced privacy mode.</td>
</tr>
<tr>
<td>Plus code dialing setting</td>
<td>Enable plus code dialing and set international dialing code.</td>
</tr>
<tr>
<td>Dial assist</td>
<td>Automatically add the prefix or country code for calls to the U.S. when you are on a roaming network.</td>
</tr>
<tr>
<td>Call blocking</td>
<td>Block calls and messages from added phone numbers.</td>
</tr>
<tr>
<td>TTY mode</td>
<td>Select a TTY mode for your phone to work with a teletypewriter.</td>
</tr>
<tr>
<td>Hearing aids</td>
<td>Turn on or off hearing aids compatibility.</td>
</tr>
<tr>
<td>Video call</td>
<td>Turn on or off video calling feature.</td>
</tr>
<tr>
<td>Voice over LTE preferred</td>
<td>Set whether to use VoLTE as the preferred way for calls.</td>
</tr>
</tbody>
</table>

**Use the Phone App Settings Menu**

1. From home, tap **Phone** 📞.  
   - The phone app opens.

Phone Calls and Voicemail
2. Tap **Menu > Settings**.

- The settings menu appears.

3. Configure your options.

   - Tap a menu item to display its options.
   - Select your options and follow the prompts to set them.

- Your call settings options are set.

### Display Options

You can change the way contacts are displayed and sorted in the contacts list of the Phone app.

1. From home, tap **Phone 📞**.

2. Tap **Menu > Settings > Display options**.

3. Tap **Sort by** and select **First name** or **Last name** to change the way contacts are sorted in the list.

   - or -

   Tap **Name format** and select **First name first** or **Last name first** to change the way contact names are displayed in the list.

### Sounds and Vibration Settings

You can set the default incoming call ringtone and dialpad tones.

1. From home, tap **Phone 📞**.

2. Tap **Menu > Settings > Sounds and vibration**.

3. Tap **Phone ringtone** to select a ringtone.

   - or -
Check **Dialpad tones** to make the phone play tones when you tap the keypad.

**Answer and End Calls Settings**

When enabled, these options allow you to end a call by pressing the **Power/Lock** key or allow the phone to vibrate when a call is answered.

1. From home, tap Phone.
2. Tap Menu > Settings > Answer and end calls.
3. Check or uncheck **Power button ends call** or **Vibrate when call is answered**.

**Speed Dial Settings**

The speed dial setting allows you to set speed dialing keys.

To set up speed dialing:

1. From home, tap Phone.
2. Tap Menu > Settings > Speed dial.
3. Tap a speed dial key.
4. Enter the phone number or tap and select one from the contacts.
5. Tap OK.

**Note:** If you assign a number to an already in-use speed dial location, the new phone number will automatically replace the previous speed dial assignment.

**Quick Responses Setting**

This menu allows you to edit the text response that you can quickly send to the caller when you reject a call. See "Reject a Call and Send a Text Message" in **Answer Phone Calls**.

1. From home, tap Phone.
2. Tap Menu > Settings > Quick responses.
3. Tap a preset response.
4. In the window that opens, edit the message and tap OK.

**Voicemail Settings**

If you need to adjust your voicemail settings, use the Voicemail settings menu.

1. From home, tap Phone.
2. Tap Menu > Settings > Call settings > Voicemail.

3. Configure your options.

**Wi-Fi Calling Settings**

The Wi-Fi calling settings allow you turn the feature on and off, and set calling preference.

1. From home, tap Phone.

2. Tap Menu > Settings > Call settings > Wi-Fi calling.

3. Tap the switch to turn on or off Wi-Fi calling. When the feature is on, you can tap Calling preference to set the preferred network.

**DTMF Tones**

The DTMF tones setting allows you to set the length of Dual-Tone Multi-Frequency (DTMF) signal tones.

1. From home, tap Phone.

2. Tap Menu > Settings > Call settings > DTMF tones.

3. Tap Long or Normal.

**Voice Privacy**

Voice privacy allows you to enable enhanced privacy mode.

1. From home, tap Phone.

2. Tap Menu > Settings > Call settings.

3. Check Voice privacy to enable this feature.

**Plus Code Dialing Setting**

Plus Code Dialing allows the phone to automatically dial the international access code for your location when you touch and hold 0 in the dialer.

To activate Plus Code Dialing:

1. From home, tap Phone.

2. Tap Menu > Settings > Call settings > Additional settings > Plus code dialing setting.

3. Check North American dialing to enable this feature.

To change the international dialing code:
1. From home, tap Phone.

2. Tap Menu > Settings > Call settings > Additional settings > Plus code dialing setting.

3. Tap International dialing.

4. Input a new code and tap OK.

**Dial Assist**

This option allows the phone to automatically add the prefix or country code for calls to the U.S. when you are on a roaming network.

1. From home, tap Phone.

2. Tap Menu > Settings > Call settings.

3. Check or uncheck Dial assist.

**Call Blocking**

You can add numbers to the blocked numbers list to filter out calls and messages from these numbers.

1. From home, tap Phone.

2. Tap Menu > Settings > Call blocking.

3. Tap Add a number.

4. Enter the phone number or tap and select one from the contacts.

5. Tap Block.

**Note:** To unblock a number, tap on its right.

**TTY Mode**

A TTY (teletypewriter, also known as a TDD or Text Telephone) is a telecommunications device that allows people who are deaf, hard of hearing, or who have speech or language disabilities, to communicate by telephone.

Your phone is compatible with select TTY devices. Please check with the manufacturer of your TTY device to ensure that it supports digital wireless transmission. Your phone and TTY device will connect using a special cable that plugs into your phone’s headset jack. If this cable was not provided with your TTY device, contact your TTY device manufacturer to purchase the connector cable.

To turn TTY Mode on or off:

1. From home, tap Phone.
2. Tap **Menu > Settings > Accessibility > TTY mode**.

3. Tap **TTY Full, TTY HCO, or TTY VCO** to turn TTY mode on.
   
   – or –

   Tap **TTY Off** to turn TTY mode off.

    Your phone’s TTY mode is set.

**Note:** When enabled, TTY mode may impair the audio quality of non-TTY devices connected to the headset jack.

**Warning: 9-1-1 Emergency Calling**
It is recommended that TTY users make emergency calls by other means, including Telecommunications Relay Services (TRS), analog cellular, and landline communications. Wireless TTY calls to 9-1-1 may be corrupted when received by public safety answering points (PSAPs), rendering some communications unintelligible. The problem encountered appears related to TTY equipment or software used by PSAPs. This matter has been brought to the attention of the FCC, and the wireless industry and the PSAP community are currently working to resolve this.

**Hearing Aids**
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 the phone call.

1. From home, tap **Phone**.

2. Tap **Menu > Settings > Accessibility**.

3. Check **Hearing aids** to turn on HAC.

    The hearing aid compatibility is turned on.

**Voice over LTE**
You can make voice calls over the 4G LTE network if it is available.

1. From home, tap **Phone**.

2. Tap **Menu > Settings**.

3. Tap **Voice over LTE preferred** to turn the feature on or off.
Contacts

The Contacts application lets you store and manage contacts from a variety of sources, including contacts you enter and save directly in your phone as well as contacts synchronized with your Google Account, your PC, compatible email programs (including Exchange Server), and your Facebook friends.

 настояжка Contacts Cautions

Information saved in Contacts may be lost or changed if the battery is removed for a long period or left uncharged. Accident or malfunction may also cause loss or change to information. It is recommended that you keep a separate copy of contacts and other important information. Virgin Mobile is not responsible for any damages from lost or changed contacts.

Add a Contact

You can add contacts from your phone’s Phone and Contacts applications. Enter details such as name, phone numbers, email addresses, mailing addresses, and more.

1. From home, tap Apps > Contacts.

- You will see the Contacts list.
2. Tap 📞 to add a contact.

- The Add new contact screen appears.

3. If you have multiple account types associated with your phone, tap **Saving to** and select a contact type.
   - Select **Google** if you want to save contacts to your Google Account; these will be synced automatically with your Google Account online.
   - Select **Phone-only, unsynced** as the sync account if you want your contacts on your phone only; they will not be synced with your Google Account.

4. Use the keyboard to enter as much information as you want.
   - Tap the picture icon to assign a picture to the contact.
   - **Name**
   - **Phone**
   - **Email**
   - **More Fields**: Tap **More Fields** to include additional information such as address, ringtone, Notes, Website, etc.

*Note:* To select a type (label) for a phone number, email address, or postal address (such as Mobile, Home, Work, etc.), tap the type below the field and select the appropriate type.

*Note:* To delete a phone number, email address, or other information, tap ✗ beside it.

5. When you have finished adding information, tap ✔️ on the top right.
The contact is added.

**Save a Phone Number**

You can save a phone number to Contacts directly from the phone keypad.

1. From home, tap **Phone 📞 > Keypad 📞**.
2. Enter a phone number.
3. To add the number to an existing contact, tap **Add to a contact**. To add a new contact, tap **Create new contact**.
   - For an existing contact, tap the contact name and select a number type for the new number.
   - For a new contact, enter the name and any additional information.
4. Tap ✔.
   - The contact is added.

**View Contacts**

View a contact’s details by displaying a contact entry.

1. From home, tap **Apps 📞 > Contacts 📞**.
   - You will see the Contacts list.
2. Tap a contact to view its details.

- The contact’s detailed listing appears.

**Contacts Screen Layout**

The following illustration shows your Contacts app layout and describes the various features.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Groups tab</td>
<td>Show contact groups.</td>
</tr>
<tr>
<td><strong>Favorites tab</strong></td>
<td>Show favorite contacts.</td>
</tr>
<tr>
<td>-------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td><strong>Contacts tab</strong></td>
<td>Show all contacts.</td>
</tr>
<tr>
<td><strong>Emergency Contacts</strong></td>
<td>Manage Emergency contacts (the default being 911), which you can call even when the phone is locked.</td>
</tr>
<tr>
<td><strong>Contact</strong></td>
<td>Tap to show contact’s details.</td>
</tr>
<tr>
<td><strong>Scroll</strong></td>
<td>Scroll the contacts list by letter.</td>
</tr>
<tr>
<td><strong>Call</strong></td>
<td>Place a call to the contact.</td>
</tr>
<tr>
<td><strong>Add new</strong></td>
<td>Add a new contact.</td>
</tr>
<tr>
<td><strong>Search</strong></td>
<td>Search contacts.</td>
</tr>
<tr>
<td><strong>More options</strong></td>
<td>Get more contacts options.</td>
</tr>
</tbody>
</table>

**Edit a Contact**

Once you’ve added a contact, you can add or edit any of the information in the entry, assign a caller ID picture, customize with a unique ringtone, and more.

1. **From home, tap Apps > Contacts  📞.**

   - You will see the Contacts list.

2. **Tap a contact to view its details.**
The contact’s detailed listing appears.

3. Tap **Edit** ✍.

4. Tap any field you want to change or add. See Add a Contact.

5. Add or edit the information, and then tap ✅.

Note: To select a type (label) for a phone number, email address, or postal address (such as Mobile, Home, Work, etc.), tap the type below the field.

**Delete a Contact**

You can delete a contact from the contacts details page.

1. From home, tap **Apps** 📱 > **Contacts** 📞.

   ✷ You will see the Contacts list.

2. Tap a contact to view its details.

   ✷ The contact’s detailed listing appears.

3. Tap **Menu** ⬛ > **Delete**.

4. Tap **OK**.

   ✷ The contact is deleted.

Tip: You can also touch and hold the contact from the contact list and then tap 🗑️ > **OK**.
Share a Contact
You can quickly share contacts using Bluetooth, email, Gmail, messaging, and more.

1. From home, tap Apps > Contacts.
   - You will see the Contacts list.

2. Tap a contact to display it, and then tap Menu > Share.
   - You will see the Share contact via menu.

3. In the Share contact via menu, select a method:

   - **Messenger** to send the information in a multimedia message. Select an existing conversation or start a new one and enter the recipient, tap , enter any additional information, and then tap . For more information on messaging, see Send a Multimedia Message (MMS).

   - **Bluetooth** to send the information via Bluetooth. See Bluetooth for information on pairing and sending via Bluetooth.

   - **Email/Gmail** to send the information as an attachment. Address the message, add a subject and a message, and then tap . See Create and Send an Email Message and Create and Send a Gmail Message for details.

   - **Save to Drive** to upload the information as a vCard file to Google Drive.

   - **Wi-Fi Direct** to send the information via Wi-Fi Direct. See Wi-Fi Direct for information on pairing and sending via Wi-Fi Direct.

4. Complete the required steps as prompted for the selected method.
The selected contact will be shared.

**Import Contacts**

Your phone offers a couple of options for importing contacts from the phone's internal storage or installed SD memory cards. This feature can be useful when you need to transfer contacts between different devices.

**Before Importing Contacts from an SD Card**

You will need to have copied previously backed up contacts information into your phone’s internal storage. See SD Card for SD card information.

**Import Contacts from Internal Storage or an SD Card**

1. From home, tap Apps > Contacts.
   - You will see the Contacts list.

2. Tap Menu > Import/Export.
   - You will see the Import/export contacts menu.

3. Tap Import from storage.
4. Select a destination for the imported contacts.

5. Follow the onscreen instructions to complete the import.
   - The contacts are imported and stored in the selected account.

**Back Up Contacts**

If you are saving contacts to an account that does not automatically back them up via the Cloud, you can manually back them up for re-import if needed.

You can back up your contacts to an installed SD card or the phone storage, depending on your "Save location" setting. See Storage Settings.

**Back Up Contacts to Your SD Card**

1. From home, tap **Apps** > **Contacts**.
   - You will see the Contacts list.
2. Tap **Menu ➔ Import/Export**.

- You will see the Import/export contacts menu.

3. Tap **Export to storage**.

4. Tap **OK** to confirm the export.

- The contacts are exported and saved to the installed SD card or the phone storage.
Messaging

With wireless service and your phone’s messaging capabilities, you have the opportunity to share information through many different channels and accounts, including Gmail (Google), personal and corporate email, and text and multimedia messaging.

Text and Multimedia Messaging

With text messaging (SMS), you can send and receive instant text messages between your wireless phone and another messaging-ready phone.

Multimedia messages, or MMS, can contain text and pictures, recorded voice, audio or video files, stickers, or contact cards (vCard).

See your service plan for applicable charges for messaging.

Send a Text Message

Quickly compose and send text messages on your phone.

1. From home, tap Messenger 📩.
2. On the Messenger screen, tap Compose 🖥.
3. Fill in one or more recipients. You can:
   - Enter the phone number or contact name directly in the “To” field. Tap Send to <number> or a match from your contacts displayed below the “To” field to add the number or contact as the recipient.

   **Tip:** While entering the recipient, tap 📖 and ☀️ to switch between the numeric and the full keyboard.

   - Tap a contact below the “To” field to whom you want to send the message.

   **Note:** If you add two or more recipients, the message may be sent as a group MMS where everyone can reply and see each other’s messages. For group messaging setting, see Text and MMS Options.

4. Tap 🚪.
5. Tap the “Type an SMS message” box and then start composing your message.

6. When done, tap Send ➤ to send the text message.

Send a Multimedia Message (MMS)
When you need to add a little more to a text message, you can send a multimedia message (MMS) with pictures, voice recordings, audio or video files, stickers, or contact cards (vCard).

1. From home, tap Messenger 📩.

2. On the Messenger screen, tap Compose ✉.

3. Fill in one or more recipients. You can:
   - Enter the phone number, contact names, or emails directly in the “To” field. Tap Send to <number or email address> or a match from your contacts displayed below the “To” field to add the number or contact as the recipient.

   **Tip:** While enter the recipient, tap 🆙 and 📚 to switch between the numeric and the full keyboard.
   - Tap a contact below the “To” field to whom you want to send the message.

   **Note:** If you add two or more recipients, the message may be sent as a group MMS where everyone can reply and see each other's messages. For group messaging setting, see Text and MMS Options.

4. Tap the “Type an SMS message” or “Type an MMS message” box, and then start composing your message.

5. Tap ✉.
   - An attachment window appears at the bottom of the screen.
6. In the attachment window, select from the following file attachments:

- **Sticker**: Add stickers to your MMS. You can slide the available stickers upwards to find and download more.

- **Camera**: Take a photo or shoot a video clip to attach to your MMS. Slide the viewfinder area upwards to expand the viewfinder.

- **File**: Tap to select a picture, a video clip, an audio file, or other types of file to attach to your MMS.

- **Record audio**: Touch and hold to record an audio file to attach to your MMS.

- **Location**: Add your current location (requires GPS to be turned on) to your MMS.

7. Tap an attachment to view it (or play it). You can also tap **Remove** to delete it.

8. Tap **Send** to send the MMS message.

**Save and Resume a Draft Message**

While composing a text or multimedia message, tap **Back** to automatically save your message as a draft.

To resume composing the message:

1. From home, tap **Messenger**.

2. On the Messenger screen, the draft messages are marked with "Draft" below them.

3. Tap the conversation that contains the draft to resume editing it.

4. When you finish editing the message, tap **Send**.

**New Messages Notification**

Depending on your notification settings, the phone will play a ringtone, vibrate, or display the message briefly in the status bar when you receive a new text or multimedia message. To change the notification for new text and multimedia messages, see **Text and MMS Options** for details.

A new message icon ( ![new_message_icon] ) also appears in the notifications area of the status bar to notify you of a new text or multimedia message.

- To open the message, pull down the status bar to open the notification panel. Tap the new message to open and read it. For information on reading and replying to messages see **Manage Message Conversations**.
Manage Message Conversations
Text and multimedia messages that are sent to and received from a contact (or a number) are grouped into conversations or message threads in the Messenger screen. Text or MMS conversations let you see exchanged messages (similar to a chat program) with a contact on the screen.

Read a Text Message
- Do one of the following:
  - On the Messenger screen, tap the text message or conversation to open and read it.
  - If you have a new message notification, pull down the status bar to open the notification panel. Tap the new message to open and read it.

To return to the Messenger screen from a conversation, tap Back.

Note: To view the details of a particular message, in the conversation, touch and hold the message to open the options menu, and then tap i.

Note: If a message contains a link to a Web page, tap the link to open it in the Web browser.

Note: If a message contains a phone number, tap the phone number to dial the number or add it to your contacts.

View a Multimedia Message (MMS)
1. From home, tap Messenger.
2. On the Messenger screen, tap a conversation to open it.
3. Tap the attachment of a multimedia message to open it.
   - If the attachment is a vCard contact, tap it to view the contact information and import it to your phone’s contacts list. For more information, see Contacts.

Note: When Auto-download in MMS settings is disabled, only the message header is downloaded. To download the entire message, tap the attachment icon in the message. For details, see Text and MMS Options.

Note: If you are concerned about the size of your data downloads, check the multimedia message size before you download it.

Reply to a Message
1. From home, tap Messenger.
2. On the Messenger screen, tap a conversation to open it.
3. Tap the text box at the bottom of the screen, enter your reply message, and then tap Send.
Note: To reply to a text message with a multimedia message, open the text message, tap + and insert a sticker, a photo or video, a voice recording, your location, or other types of files. The text message is automatically converted into a multimedia message.

Delete Conversations

1. From home, tap Messenger 📩.
2. On the Messenger screen, tap a conversation.
3. Tap Menu ☰ > Delete and then tap Delete to confirm.

Delete a Single Message

1. While viewing a conversation, touch and hold the message that you want to delete.
2. Tap 📩 on the options menu.
3. When prompted to confirm, tap Delete.

View Contact Information from a Message

When you have received a message from someone in your stored contacts, you can tap the contact’s picture or icon in the Messenger screen to open the contact details. Depending on the stored contact information, you can place a phone call or send an email message to the contact, and more.

Archive Conversations

- On the Messenger screen, swipe a conversation left or right.

– or –

While viewing a conversation, tap Menu ☰ > Archive.

❖ The conversation is archived and no longer displayed in the Messenger screen.

To view all archived conversations, on the Messenger screen, tap Menu ☰ > Archived.

Text and MMS Options

The messages settings menu lets you control options for your text and MMS messages including message limits, size settings, and notifications.

1. From home, tap Messenger 📩.
2. On the Messenger screen, tap Menu ☰ > Settings. You can set the following:

- Default SMS app: Select Messenger or any other messaging app as the default app for SMS and MMS.
• **Get notifications**: Turn on this option if you want to receive a notification for outgoing and incoming messages.

• **Notification sound**: Select a ringtone that is specific to new text and multimedia messages. Note that the ringtone briefly plays when selected.

• **Hear outgoing message sounds**: Turn on this option if you want to hear the notification sound every time a message is successfully sent.

• **Vibrate**: Select this option if you want the phone to vibrate when a new text or multimedia message arrives.

• **Your current country**: Set the current country you are in or let the phone detect automatically.

• **Advanced**: Set the following options.
  
  • **Group messaging**: Automatically send messages as MMS when there are multiple recipients.
  
  • **Auto-download MMS**: Turn on this option to automatically retrieve all your multimedia messages completely. When turned on, the multimedia message header plus the message body and attachments will automatically download to your phone. If you clear this check box, only the multimedia message header will be retrieved and shown in the conversation.
  
  • **Auto-download MMS when roaming**: Automatically retrieve all your messages completely when roaming. This may incur significant phone charges.
  
  • **Use simple characters**: Turn on to convert special characters in your SMS messages.
  
  • **Get SMS delivery reports**: Turn on to get notifications when an SMS message is delivered.
  
  • **Wireless alerts**: Check alert messages in your area. You can also change the alert settings.
  
  • **SIM card messages**: View and manage messages saved on the nano-SIM card.
  
  • **Phone number**: Edit your own phone number, which is needed for some messaging features.

**Gmail**

Use Google’s Gmail service and your Google Account to send, receive, and manage your Gmail messages. Before using Gmail, you must register a Google (Gmail) Account on your phone. See [Google Account](#) for details.

1 **Gmail Cautions**

   Gmail is handled as email from a PC. Restricting email from PCs on your phone prevents your phone from receiving Gmail.
Create and Send a Gmail Message
Use your phone to create and send Gmail messages.

1. From home, tap Apps > Gmail. If prompted, tap Take me to Gmail.

   The Gmail inbox opens.

2. In the inbox, tap Compose.

   The Gmail composition window opens.
3. Enter the message recipient(s), subject, and message, and then tap **Send**.

- The Gmail message is sent.

**Gmail Composition Options**

- **Adding Cc/Bcc**: In the mail composition window, tap on the "To" line, and then add recipients.

- **Attaching Pictures or Videos**: In the mail composition window, tap **Attach** > **Attach file**. Locate and then tap the picture or video you want to attach.

- **Save as a Draft (Send Later)**: While composing your message, tap **Menu** > **Save draft**. The message is saved as a draft for later.

- **Delete Mail Being Composed**: In the mail composition window, tap **Menu** > **Discard** > **Discard**.

**Note**: To view your draft email messages, in the inbox, tap > **Drafts**.

**Note**: To view your sent messages, in the inbox, tap > **Sent**.

**Check Received Gmail Messages**

Your phone allows you to access, read, and reply to all your Gmail messages.

**Open Gmail Messages from Notifications**

When new Gmail arrives, you will see / in the status bar.

1. Pull down the status bar to display the notification panel.
2. Tap the new message from the notification panel.

- The new Gmail message opens.
  - If you have two or more new Gmail messages, tapping the notification opens the Gmail inbox.

**Open Gmail Messages from the Inbox**

You can also read and reply to all your Gmail messages from the Gmail inbox.

1. From home, tap **Apps > Gmail 📧**.
   - The Gmail inbox opens.
2. Tap the message thread you want to view.
   - The message thread opens, with the newest message displayed.

**Options when Reviewing Gmail Messages**

- **Replying to Gmail Messages:** With the Gmail message open, tap **Reply 🔄**, compose your reply message, and tap **Send 🔄**.
  - To reply to all, tap **Options ⌁ > Reply all**.

- **Forwarding Gmail Messages:** With the Gmail message open, tap **Options ⌁ > Forward**, enter a recipient and an additional message, and tap **Send 🔄**.

**Use Gmail Labels**

Gmail saves all mail in one box, but you can add labels that allow you to sort your Gmail conversation threads. For example, when a new thread starts with a received mail, the label "Inbox" is automatically added to the thread. By then adding the label "travel," all threads with "travel" are shown in a list.

1. From home, tap **Apps ☰ > Gmail 📧**.
The inbox opens.

2. Touch and hold a conversation thread to add a checkmark to it, and then tap Options > Move to.

3. Tap a label for the thread.

- The thread is added to the selected label.

**Archive Gmail Threads**

Remove sent and received Gmail threads so they do not appear in the inbox. When replies arrive for archived threads, they appear in the inbox again.
1. From home, tap Apps  > Gmail  

   - The inbox opens.

2. Swipe a conversation thread from left to right or from right to left out of the list.

   - The thread is now archived.

**Mute Gmail Threads**

If registered on a mailing list, there will be threads with always-continuing conversations. For long threads that are not important, mute the threads and they will no longer appear in the inbox. When mail arrives that includes user’s address as a recipient or in Cc, mail will again appear in the inbox.

1. From home, tap Apps  > Gmail  

   - The inbox opens.
2. Touch and hold a conversation thread to add a checkmark to it, and then tap Options > Mute.

- The thread is now hidden.

**Delete Gmail Threads**
If you no longer wish to keep a Gmail conversation thread, you can simply delete it from the inbox.

1. From home, tap Apps > Gmail 📧.
   - The inbox opens.

2. Touch and hold a conversation thread to add a checkmark to it, and then tap Delete 🗑.
   - The thread is deleted.

**Search Gmail Messages**
If you need to find a specific message or message thread, you can search Gmail from the inbox.

1. From home, tap Apps 📦 > Gmail 📧.
   - The inbox opens.
2. Tap 🔍.

3. Enter your search text and tap the search key on the keyboard.

- The search results appear. Tap a message or thread from the list to display it.

### Report Spam Gmail

You can report spam Gmail messages from your phone’s Gmail inbox.

1. From home, tap Apps 📌 > Gmail 📧.

- The inbox opens.
2. Touch and hold a conversation thread to add a checkmark to it, and then tap **Options > Report spam.**

   - The selected message is reported as spam Gmail.

**Add Another Google (Gmail) Account**

If you have multiple Gmail accounts you wish to view on your phone, you can add them from the **Settings > Accounts** menu.

1. From home, tap **Apps > Settings > Accounts > Add account.**

2. Tap **Google,** and then tap **Email or phone.**

   ![Add your account](image)

3. Enter your Gmail username or phone number, and then tap **Next.**

4. Enter your password, and then tap **Next.**

5. After your phone connects with the Google servers, accept the privacy policy and terms of service, and then tap **Next.**

   - You are signed in to your Google Account, and you can access both of your Gmail accounts from the Gmail app.

**Note:** You can also sign up for a new Gmail account from the Settings menu. In step 2 above, tap **Or create a new account** and follow the prompts.

**Switching between Gmail Accounts**

If you have more than one Gmail account set up, you can switch between them in the Gmail app.

1. From home, tap **Apps > Gmail.**
- The inbox opens.

2. Tap  

3. Tap the avatar of the account you want to view from the list at the top of the menu.
   - The selected account inbox is displayed.

Email

Use the Email application to send and receive email from your webmail or other accounts, using POP3 or IMAP, or access your Exchange ActiveSync account for your corporate email needs.

Set Up an Email Account

Your phone supports several types of email accounts and allows you to have multiple email accounts set up at one time.

Before setting up an email account, make sure you have the username (user ID), password, server name, etc., so you can get set up successfully.
1. From home, tap **Apps > Email**.

- The Account setup screen for adding an account appears if no email account has been previously set up.

2. Follow the onscreen instructions to set up your email account.

- The email account is set up and you will begin receiving email.

**Add an Email Account**

You can add several types of personal email accounts, such as POP3 and IMAP accounts, on your phone.

**Add an Email Account from the Email App**

You can add email accounts directly from the email app, even if you have another email account set up.

1. From home, tap **Apps > Email**.

- The email inbox opens.
2. Tap **Menu > Settings.**

3. Tap **Add account.**

4. Follow the onscreen instructions to complete the account setup.
   - The email account is added and you will begin receiving email for the account.

**Add an Email Account from the Settings Menu**

You can also set up email accounts from the **Settings > Accounts** menu.

1. From home, tap **Apps > Settings > Accounts > Add account.**

2. Tap **Personal (IMAP)** or **Personal (POP3),** depending on the type of your account.

3. Enter the **Email address** and **Password** for the email account and then tap **Next.** If prompted, confirm the type of the account you want to add.
Tapping **Next** prompts your phone to attempt a “regular” email setup and test the incoming and outgoing servers.

- If you have custom settings you need to configure, tap **Manual setup** and enter your settings. These may include mail type, user name, password, server, security type, etc.

4. Select your sync settings and then tap **Next**.

5. Enter an account name and a display name and tap **Next** to complete setup.

- The email account is set up and you will begin receiving email for the account.

**Important:** If the account type you want to set up is not in the phone database, you will be asked to enter more details. You should get all pertinent information for the email account, such as incoming and outgoing server settings, before you proceed.

### Add an Exchange ActiveSync Account

If you synchronize your phone with your Exchange ActiveSync account, you can read, manage, and send email in the same easy way as with a POP3/IMAP account. However, you can also access some powerful Exchange features.

**Important:** Before setting up a Microsoft Exchange ActiveSync Account, contact your company’s Exchange Server administrator for required account settings information.

1. From home, tap **Apps** > **Settings** > **Accounts** > **Add account** > **Exchange**.
2. Enter the **Email address** and **Password** for the email account and then tap **Next**.

   - Tapping **Next** prompts your phone to attempt an automatic setup and test the incoming and outgoing servers.
     - If the automatic setup fails, you need to enter your settings. These may include domain\username, password, server, security type, etc.

3. Follow the onscreen prompts to configure options for the account. Then tap **Next**.

4. Enter an account name and tap **Next** to complete setup.
   - Your corporate email account is set up and you will begin receiving email for the account.

**Create and Send an Email Message**

Compose and send email using any account you have set up on your phone. Increase your productivity by attaching files such as pictures, videos, or documents to your email messages.

1. From home, tap **Apps > Email**.
   - The email inbox opens.
     - If you want to switch to a different email account, tap **Menu** at the top left of the screen and select another account.

2. Tap **Compose**.
   - The email composition window opens.
3. Enter the message recipient(s), subject, and message.

- You can add multiple recipients to an email message.
- To add recipients from contacts, groups, or history, tap "+", select the contact(s) you wish to include, and then tap Select.
- To add an attachment to the message, tap ☐️, select an attachment type and an attachment.

4. Tap Send ➤.
   - The email message is sent.

Open Email Messages
You can open and read email messages directly from the email inbox. Reading and replying to email on your phone is as simple as on your computer.

1. From home, tap Apps ☐️ > Email 📧.
   - The email inbox opens.
2. Tap the message you want to view.

3. Tap Reply 🔄 or Reply all 🔄 to reply to the message.

Tip: Tap Menu ☰ at the top left of the screen to switch to a different email account.

Tip: You can also access new email messages from the notification panel. Pull down the status bar to display the notification panel, and then tap an email notification. The email inbox will open and display the new email message.

Options when Reviewing Email Messages

- **Resetting Mail as Unread**: Tap and hold a read message in the messages list and then tap Mark as unread 💌.

- **Deleting Email**: Tap and hold a read message in the messages list and then tap Delete 🗑.

- **Syncing Accounts Manually**: Sync sent and received email messages manually at any time regardless of the automatic sync settings. Switch to the account you want to sync and then drag the message list downwards.

- **Replying to Email Messages**: With an email message open, tap Reply 🔄 or Reply all 🔄, compose your reply message, and tap Send ➤.

- **Forwarding Email Messages**: With the email message open, tap Forward ➤, enter a recipient and an additional message, and tap Send ➤.
Delete an Email Account
You can delete an email account from your phone if you no longer wish to receive messages for the account on your phone.

1. From home, tap Apps 📴 > Email ✉️.
   ❖ The email inbox opens.

2. Tap Menu ☰ > Settings.

3. Tap the account you want to delete and scroll to the bottom of the menu in the new screen.

4. Tap Remove account from this phone.

5. Tap OK to confirm.
   ❖ The account is deleted from your phone.

Manage Your Email Inbox
Your email inbox provides management options for viewing, sorting, and deleting your email messages.

View Your Email Inbox

1. From home, tap Apps 📴 > Email ✉️.
   ❖ The email inbox opens.

2. Tap Menu ☰ at the top left of the screen to select a different inbox, or tap Combined view to see all your email inboxes at once.
Refresh an Email Account

Whatever your automatic synchronization settings are, you can also synchronize your sent and received email messages manually at any time.

- While viewing the account you want to synchronize, drag the message list downwards.

Sort Email Messages

1. On the email account inbox, tap Options > Sort.
2. Select from the options to sort email messages by date received, subject, sender, read/unread, attachments, or priority.

Delete an Email Message

- On the email account inbox, swipe the message you want to delete left or right.

Delete Multiple Email Messages

1. On the email account inbox, touch and hold the messages you want to delete.
2. Tap Delete .

Exchange ActiveSync Email Features

Set options for your corporate Exchange ActiveSync email messages, including synchronization options, flagging messages, out-of-office messages, and message priority.
Synchronize Exchange ActiveSync Email

You can set Exchange ActiveSync to automatically check for new Exchange ActiveSync email messages.

1. From home, tap Apps > Email.
2. Tap Menu > Settings.
3. Tap the name of the Exchange ActiveSync account.
4. Tap Sync settings > Sync frequency and choose the option you want.

Flag Email Messages

For an Exchange ActiveSync account, you can flag email messages to help you keep track of them.

1. From home, tap Apps > Email.
2. On the inbox screen, tap the message you want to view.
3. Tap Options > Toggle flag and select a flag option (Set flag, Complete flag, or Clear flag).

Tip: Tap Menu at the top left to switch to a different email account.

Set Out of Office Status

You can set your Out of Office status and auto-reply message right from your phone.

1. From home, tap Apps > Email.
2. Tap Menu > Settings and tap the Exchange ActiveSync account name.
3. Tap Out of Office.
4. Check Use out of office settings.
5. Check Send automatic replies during this time period and set the time range when you will be out of the office.
6. Enter the auto-reply message for senders inside your organization. You can also choose to send a message to all senders outside your organization.
7. Tap Save.

Set Email Message Priority

You can set the priority for an email message you send with your Exchange ActiveSync account.

1. While composing the message, tap Options > Show priority.
   - A priority line appears below the email subject.
2. Tap the default priority and change the priority for the message. You can select **High**, **Normal**, or **Low**.
Internet and Social Networking

The following topics describe how to connect to and use the Internet on your phone, and how to access popular social networking sites such as Facebook, Twitter, LinkedIn, and more.

Browser

Your phone’s Web browser gives you full access to both mobile and traditional websites on the go, using 3G, 4G, or Wi-Fi data connections.

SSL/TLS

SSL (Secure Sockets Layer) and TLS (Transport Layer Security) are protocols for encrypting sent/received data. While in a screen connected by SSL/TLS, data is encrypted to safely send/receive private information, credit card numbers, corporate secrets, etc., and provide protection against online threats (eavesdropping, falsification, impersonation, etc.).

SSL/TLS Cautions

When opening a secured page, users must decide as their responsibility whether or not to open the page with use of SSL/TLS. Virgin Mobile and the applicable Certification Authorities make no guarantees whatsoever to users regarding security of SSL/TLS.

Use the Browser

Launching the browser is as easy as tapping an icon.

1. From home, tap Browser 🌐. If Browser isn’t a primary shortcut, from home, tap Apps 📱 > Browser 🌐.
The browser opens.

- The first time you launch Browser, you may be prompted to enter your 10-digit wireless phone number to access the Virgin Mobile home page.
- You can also launch the browser by tapping a URL in a text message, email message, or Gmail message.

2. Tap the address field at the top and enter search words or a Web address (URL).

- The search results appear or a Web page opens.

**Browser Use Options**

- **Refreshing the Web Page**: With the web page displayed, tap **Menu > Refresh**.
- **Going Forward to the Next Page**: Tap **Menu > Forward**.
- **Returning to the Last Page**: Tap **Back**.
- **Sharing the Web Page URL**: Tap **Menu > Share** and select an app or service for sharing.
- **Searching within a Web Page**: With a Web page displayed, tap **Menu > Find in page**, and enter your search text.
- **Opening a New Browser Tab**: With at least one browser tab opened, tap **Menu > New tab**.
- **Opening a New Incognito Browser Tab**: Tap **Menu > New incognito tab**.
- **Switching Browser Tabs**: Tap next to the address field. The number in the icon changes dynamically as the number of opened tabs changes. Swipe up or down, and tap a card that corresponds to a browser tab to open the tab.
- **Viewing Browsing History**: Tap **Menu > History**.
- **Adding a Shortcut of the Web Page to the home screen**: With the web page displayed, tap **Menu > Add to home screen**. Edit the title of the shortcut and tap **OK**.
Add a Bookmark
Bookmark favorite sites using the browser menu options.

1. From home, tap **Browser 🌍**. If Browser isn’t a primary shortcut, from home, tap **Apps 📦** > **Browser 🌍**.
   - The browser opens.

2. Navigate to the Web page you want to bookmark, and tap **Menu ☰ > Add to bookmark**.
   - The edit bookmark window opens.

3. Check or change the bookmark title, URL, folder, and then tap **Save bookmark**.
   - The Web page is added to bookmarks.

**Bookmark Options**

- **Editing Bookmarks**: From the browser, tap **Menu ☰ > Bookmarks**, tap ☰ to the right of a bookmark and select **Edit**, edit the bookmark, and then tap **Save bookmark**.

- **Deleting Bookmarks**: From the browser, tap **Menu ☰ > Bookmarks**, tap ☰ to the right of a bookmark and select **Delete > Delete**.

- **Create Bookmark Folders**: From the browser, tap **Menu ☰ > Bookmarks**, tap ➕, enter the folder name and tap **Save**.

**View Browser History**
Use the browser menu options to view your browsing history.
1. From home, tap Browser 🌐. If Browser isn’t a primary shortcut, from home, tap Apps 📱 > Browser 🌐.
   ❖ The browser opens.

2. Tap Menu 📖 > History.
   ❖ The History window opens.

3. Tap an entry to reopen the Web page.
   ❖ The Web page opens.

**Open New Browser Tabs**

Use tabbed browsing to switch between websites quickly and easily.

1. From home, tap Browser 🌐. If Browser isn’t a primary shortcut, from home, tap Apps 📱 > Browser 🌐.
   ❖ The browser opens.

2. After you open a web page, tap Menu 📖 > New tab.
   ❖ A new tab appears.
   ❖ To switch tabs, tap the number in circle next to the address field and then tap one of the available tabs.

**Browser Settings**

Customize your experience with the Browser through the browser settings menu.
1. From home, tap Browser 🌐. If Browser isn’t a primary shortcut, from home, tap Apps 📱 > Browser 🌐.
   ❖ The browser opens.

2. Tap Menu ⬇️ > Settings, and customize your browser settings.
   ❖ Your browser settings are saved.

### Chrome Browser

In addition to the default “Browser” Web browser, your phone supports the Chrome mobile Web browser. If you are signed in with a Google Account, the Chrome browser will import all your bookmarks and other Web preferences for use on your phone.

1. From home, tap Apps 📱 > Chrome 🌐.
   ❖ Chrome opens.

2. Tap the address bar at the top and enter search words (for a Google search) or a Web address (URL).
   ❖ The search results appear or a Web page opens.
Chrome Support

- To find on-phone help with Chrome, from Chrome, tap **Menu > Help & feedback**.
  - A Web page will open displaying Google help for Chrome.

**Tip:** For more information, from your computer, visit: [google.com/intl/en/chrome/browser/mobile/](http://google.com/intl/en/chrome/browser/mobile/).

Facebook

Post updates, read what your friends are up to, upload pictures and check-ins, and more with on-the-go Facebook access.

**Sign in to Your Facebook Account from Account Settings**

1. From home, tap **Apps > Settings > Accounts > Add account**.
2. Tap **Facebook**.
3. Enter your email/phone number and password and tap **Log in**.

  - Your Facebook account is added to your phone.

**Use Facebook**

Once you’ve downloaded the app and signed in, you can post and read updates, upload pictures, tag locations, and more, all from your phone.

1. From home, tap **Apps > Facebook**.

  - The Facebook app launches.
If this is the first time you’ve used Facebook on your phone, enter your Facebook ID and password and tap Log in to sign in to an existing account, or tap Sign Up for Facebook to set up a new Facebook account.

2. Tap Status and type an update, tap Photo and upload a picture from the gallery, tap Check In to share your location, “Like” and comment on friends’ posts, and more.

**Twitter**

Tweet (post messages) and view other people’s tweets on Twitter. Login may be required to use Twitter. For details on Twitter, visit twitter.com.

**Install the Twitter App on Your Phone**

Before you can use Twitter on your phone, you have to download and install the app from Google Play.

1. From home, tap Apps 📲 > Play Store 🎮.
2. Tap the Search field and search for "twitter".
3. Tap Twitter from the results list.
4. Tap Install, and then tap Accept.
   - The app will be downloaded and installed on your phone.
5. When the download has completed, tap Open.
   - To open the app from the home screen, tap Apps 📲 > Twitter.

**Tweet on Twitter**

Read Twitter feeds, follow your friends, and tweet your own updates right from your phone.

1. From home, tap Apps 📲 > Twitter.
   - The Twitter app launches.
   - If this is the first time you’ve used Twitter on your phone, tap Log in to sign in to an existing account, or tap Sign up to set up a new Twitter account.
2. Tap ✏️ text box, type a tweet, and tap Tweet.
   - The tweet is sent and appears on your Twitter feed.

**LinkedIn**

Find and connect with members worldwide, read the latest industry news, keep up-to-date with your groups, and more with on-the-go LinkedIn access.
Install the LinkedIn App on Your Phone
Before you use LinkedIn on your phone, you must download and install the app from the Google Play Store app.

1. From home, tap Apps > Play Store.
2. Tap the search field at the top and search for "linkedin".
3. Tap LinkedIn from the results list.
4. Tap Install, and then tap Accept.
   - The app will be downloaded and installed on your phone.
5. When the download has completed, tap Open.
   - To open the app from the home screen, tap Apps > LinkedIn.

Sign In to Your LinkedIn Account
Once you've downloaded and installed the LinkedIn app, sign in to your account.

1. From home, tap Apps > LinkedIn.
2. Follow the onscreen prompts to enter your LinkedIn username and password to sign in. You can also create a new LinkedIn account.
Connectivity

The following topics address your phone’s connectivity options, including USB file transfer, Wi-Fi, Bluetooth, and more.

Transfer Files between Your Phone and a Computer

You can use the supplied USB cable to connect your phone directly to your computer and transfer music, pictures, and other content files.

For example, if you have a music album stored on your computer that you want to listen to on your phone with any of the music apps, just attach your phone to the computer and copy the files to the music folder.

File Transfer Tips

- If you want to save data to an SD card on your phone, make sure the SD card is installed and active. See SD Card.
- Avoid turning off the phone or removing the SD card while transferring data.
- Data exchange may use the methods outlined in the following table:

<table>
<thead>
<tr>
<th>Method</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Media Device (MTP)</td>
<td>Transfer files between your phone and PC such as pictures, videos, and music.</td>
</tr>
<tr>
<td>Camera (PTP)</td>
<td>Transfer picture and video files from your phone to PC.</td>
</tr>
</tbody>
</table>

- If the PC cannot recognize your phone, you may need to install the driver first. Connect your phone to your PC using the supplied USB cable and drag down the status bar to select Install driver. A new CD-ROM will appear on your PC and you can use the files in it to install the driver manually.

Transfer Files between the Phone and a Computer

1. Connect your phone to your computer using the supplied USB/charging cable.
   - Insert the small end of the cable to the charger/accessory jack at the bottom of the phone.
   - Insert the USB end of the cable into an available USB port on your computer. You may need to remove the USB cable from the charging head to access it.

2. When appears in the notifications area, drag down the status bar to display the notifications panel and tap the notification.
3. Select either Media device (MTP) or Camera (PTP).
   - The files on your phone can now be accessed via your computer.
     - For most transfers, you'll want to use Media device (MTP).
     - To change the option, tap in the notification panel to open the Connect to PC window, and then tap the desired option.

4. On your computer, navigate to the detected device (such as through the My Computer menu) and open it.

5. If available, select a drive (either the SD card or Phone).

6. Select a folder (for example, Music for songs and albums) and copy files to it from your computer.

7. When you are done, disconnect your phone from your computer.
   - The transferred files are now saved to your phone or SD card.

**Wi-Fi**

Wi-Fi provides wireless Internet access over distances of up to 300 feet. To use your phone’s Wi-Fi, you need access to a wireless access point or “hotspot.”

The availability and range of the Wi-Fi signal depends on a number of factors, including infrastructure and other objects through which the signal passes.

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

Use the wireless and networks setting menu to enable your phone’s Wi-Fi radio and connect to an available Wi-Fi network.

1. From home, tap Apps > Settings.
2. Tap Wi-Fi.

- The Wi-Fi settings menu appears.

3. Tap the Wi-Fi slider to turn Wi-Fi on.

- Wi-Fi is enabled. You will see the names and security settings of in-range Wi-Fi networks.
  - To disable Wi-Fi, tap the slider again.

4. Tap a Wi-Fi network to connect, enter the password (if it's not an open network), and then tap Connect.

- Your phone is connected to the Wi-Fi network. You will see (agnet) in the status bar.
  - The password, for a household wireless LAN router, is sometimes found on a sticker on the router (WEP, WPA, KEY, etc.). Contact the router manufacturer for information. For password for a public wireless LAN, check with user's service provider.
  - Entering a password is not required if an access point is not security protected.

**Note:** The next time your phone connects to a previously accessed secured wireless network, you will not be prompted to enter the password again, unless you reset your phone to its factory default settings or you instruct the phone to forget the network.

**Note:** Wi-Fi networks are self-discoverable, which means no additional steps are required for your phone to connect to a Wi-Fi network. It may be necessary to provide a user name and password for certain closed wireless networks.

**Wi-Fi Settings**

Use the Wi-Fi settings menu to manually set your Wi-Fi connection options.
1. From home, tap Apps > Settings.

2. Tap Wi-Fi.

- The Wi-Fi settings menu appears.

3. Tap the Wi-Fi slider to turn Wi-Fi on.

- Wi-Fi is enabled. You will see the names and security settings of in-range Wi-Fi networks.
  - To disable Wi-Fi, tap the slider again.

4. Tap Menu > Advanced or 🛠.

- The Advanced Wi-Fi or Configure Wi-Fi menu appears.

5. Configure your Wi-Fi settings.

- Your Wi-Fi settings changes are saved.

**Disconnect Wi-Fi**

You may wish to disconnect from a connected Wi-Fi network without turning Wi-Fi off.

1. From home, tap Apps > Settings.
2. Tap **Wi-Fi**.

![Wi-Fi settings menu]

- The Wi-Fi settings menu appears.

3. Tap the name of the connected access point and then tap **Forget**.

- Wi-Fi is disconnected.
  - After disconnecting from an access point, you may need to re-enter the password to reconnect.

**Wi-Fi Direct**

Use Wi-Fi Direct to connect directly to other Wi-Fi Direct devices simply via Wi-Fi, without an access point or via the Internet.

1. From home, tap **Apps** > **Settings**.
2. Tap Wi-Fi.

![Settings menu]

- The Wi-Fi settings menu appears.

3. Tap the Wi-Fi slider to turn Wi-Fi on.

- Wi-Fi is enabled. You will see the names and security settings of in-range Wi-Fi networks.

4. Tap Menu > Advanced > Wi-Fi Direct.

- The Wi-Fi Direct settings menu appears.

5. Tap a device with which to connect below Peer devices.

6. Accept the connection on the other device.

- The phone is connected via Wi-Fi Direct.
  - If a connection is not accepted after a certain period, the connection request is canceled.
  - To stop a connection, tap the connected device name and tap OK.

**Wi-Fi Hotspot**

The Wi-Fi hotspot feature allows you to turn your phone into a Wi-Fi hotspot. When this feature is turned on, you can share your phone's mobile data services via Wi-Fi with other Wi-Fi enabled devices. The feature works best when used in conjunction with 4G data services (although 3G service can also be used).

**Important:** Use of the Wi-Fi hotspot feature requires an additional subscription. Sign on to your account at virginmobileusa.com or access your account via My Account (tap Apps > My Account) to learn more.
Note: Turning on Wi-Fi hotspot on will disable your phone’s connection to other Wi-Fi networks.

Set Up Wi-Fi hotspot

1. From home, tap Apps > Settings.
2. Tap Wi-Fi hotspot.

   ❖ The Wi-Fi hotspot window opens.
3. Tap the slider to turn Hotspot on.
   
   ❖ Hotspot is enabled.
   
   ▪ To disable Hotspot, tap the slider again.

Note: The best way to keep using the phone as a hotspot is to have it connected to a power supply.

Important: Write down the passkey (password) for this communication (shown onscreen).

Connect to Wi-Fi hotspot

1. Enable Wi-Fi (wireless) functionality on your target device (laptop, media device, etc.).
2. Scan for Wi-Fi networks from the device and select your phone hotspot from the network list.
   
   ▪ The default name for your phone hotspot is N9560_xxxxxx. You can change the name by tapping Configure > Network name from the Wi-Fi hotspot screen.
3. Select this phone and follow your onscreen instructions to enter the password (provided on the Hotspot page).
   
   ❖ The device is connected via your phone’s Hotspot.
4. Launch your Web browser to confirm you have an Internet connection.

Tethering
Use Tethering to share your device’s Internet connection with another device that connects to your device by Bluetooth.

1. From home, tap Apps > Settings.
2. Tap More.
3. Tap Bluetooth tethering.
   - Tethering is turned on, and your phone’s Internet connection can be shared with a connected device.
     - For Bluetooth tethering, pair your phone with the other device via Bluetooth and set the device to obtain data connection via Bluetooth.

Bluetooth
Bluetooth® is a short-range communications technology that allows you to connect wirelessly to a number of Bluetooth devices, such as headsets and hands-free car kits, and Bluetooth-enabled handholds, computers, printers, and wireless phones. The Bluetooth communication range is usually approximately 30 feet.

Bluetooth Hints
Problem: Can’t use Bluetooth?
   Solution: Is your phone in airplane mode? Bluetooth is unavailable in airplane mode.
Bluetooth Function Cautions

Information may not appear correctly on connected devices depending on the transferred data.

Bluetooth Information
Bluetooth is a technology that enables wireless connection with PCs, Bluetooth devices with hands-free features, etc.

<table>
<thead>
<tr>
<th>Function</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audio output</td>
<td>Listen to music, etc., wirelessly.</td>
</tr>
<tr>
<td>Hands-free calls</td>
<td>Call hands-free, using Bluetooth-capable hands-free devices and headsets.</td>
</tr>
<tr>
<td>Data exchange</td>
<td>Exchange data with Bluetooth devices.</td>
</tr>
</tbody>
</table>

Enable the Bluetooth Feature
Use the settings menu to enable or disable your phone’s Bluetooth capabilities.

- Wireless connection to all Bluetooth® functions is not guaranteed for the phone.
- The phone may not connect properly depending on the other device.
- Noise may be experienced with wireless calls and hands-free calls depending on the conditions.

To enable Bluetooth

1. From home, tap Apps 📲 > Settings 📡.
2. Tap **Bluetooth**.

   ![Bluetooth settings](image)

   - The Bluetooth settings open.

3. Tap the slider to turn Bluetooth on.

   - Bluetooth is enabled.
     - To disable Bluetooth, tap the slider again.

**Tip**: You can also turn Bluetooth on or off with the toggle menu in the notification panel. Pull down the status bar to display the notification panel and then tap 📲 or 📲 to turn Bluetooth on or off.

**Note**: Turn off Bluetooth when not in use to conserve battery power, or in places where using a wireless phone is prohibited, such as aboard an aircraft and in hospitals.

### Pair Bluetooth Devices

Search for and pair nearby Bluetooth devices. Registered Bluetooth® devices can be connected simply.

- Enable the Bluetooth function on the Bluetooth devices being paired beforehand.

To pair Bluetooth devices:

1. From home, tap **Apps 📲 > Settings 🌌**.
2. **Tap Bluetooth.**

- The Bluetooth settings open.
  
  - Nearby devices appear in the “Available devices” list.
  
  - If a target device is not detected, tap **Menu > Refresh** to search again.

3. Tap a device from the “Available devices” list, and follow the onscreen instructions to pair with the device.

  - The Bluetooth device is paired to your phone.
  
  - Methods to accept a Bluetooth connection differ depending on the devices used.

**Unpairing from a Paired Device**

1. From the Bluetooth settings menu, tap **Settings** next to the paired device you wish to unpair.

2. **Tap Forget.**

  - The device is unpaired from your phone. To make another connection with the device, you will need to pair again.
Connect to a Paired Bluetooth Device

You can listen to music over a Bluetooth stereo headset, or have hands-free conversations using a compatible Bluetooth headset or car kit. It’s the same procedure to set up stereo audio and hands-free devices.

1. From home, tap Apps > Settings.
2. Tap Bluetooth.
   - The Bluetooth settings open.
   - Paired Bluetooth devices appear in the “Paired devices” list.
3. Tap a device from the “Paired devices” list.
   - Your phone connects to the paired device.

The pairing and connection status is displayed below the device’s name in the Bluetooth devices section. When the device is connected to your phone, the Bluetooth connected icon is displayed in the status bar. Depending on the type of device you have connected, you can then start using the headset or car kit to listen to music or make and receive phone calls.

Note: Due to different specifications and features of other Bluetooth-compatible devices, display and operations may be different, and functions such as transfer or exchange may not be possible with all Bluetooth-compatible devices.

Send Information Using Bluetooth

You can use Bluetooth to transfer information between your phone and another Bluetooth-enabled device such as a phone or notebook computer.
Types of Data You Can Send via Bluetooth

You can send the following types of information, depending on the device you are sending to:

- Images and videos
- Calendar events
- Contacts
- Audio files

In the instructions below, Contacts data is being used as an example.

Sending Contacts Data via Bluetooth

1. From home, tap Apps > Contacts.

   - You will see the Contacts list.

2. Tap a contact to send.
3. Tap **Menu** > **Share** > **Bluetooth**.

4. If you are prompted to turn on Bluetooth, tap **Turn on**.

5. Tap the name of the receiving device.

6. If prompted, accept the connection on the receiving device, and enter the same passcode on both your phone and the other device, or confirm the auto-generated passcode.

7. On the receiving device, accept the file.
   - The contact information is sent.

**Receive Information via Bluetooth**

Your phone is capable of receiving a wide variety of file types with Bluetooth, including pictures, music tracks, and documents such as PDFs.

1. When another device attempts to send a file to your phone via Bluetooth, you will see a request to accept the file in the status bar.

2. Drag the status bar down to display the notifications panel and then tap the **Bluetooth share** notification.

3. Tap **Accept**.
   - The file is sent to your phone.
     - When your phone receives a file, you will see a notification. To open the file immediately, pull down the status bar to display the notification panel, and then tap the notification.
     - When you open a received file, what happens next depends on the file type:
• Media files and documents are usually opened directly in a compatible application. For example, if you open a music track, it starts playing in a music app you choose.

• For a vCalendar file, tap OK and the vCalendar event is imported to your local calendar account. (For more information on using the Calendar, see Calendar.)

• For a vCard contact file, all contacts in the file will be imported to your phone contacts automatically.
The following set of topics will explore the features that make your phone so much more than a phone, from the camera and productivity apps to music, entertainment, and more.
Camera and Video

You can use the camera or video camera to take and share pictures and videos. Your phone comes with a 13 megapixel camera with an autofocus feature and a front-facing camera that lets you capture sharp pictures and videos.

Camera Overview

The camera's viewfinder screen lets you view your subject and access camera controls and options.

- **Switch view mode**: Switch between the back camera lens and the front-facing camera lens (for self-portraits, video chatting, etc.).
- **Self-timer**: Set a time delay before the camera takes a picture after you tap the shutter icon, or turns off this feature.
- **HDR**: Turn HDR on or off.
- **Flash**: Select a flash mode for the camera.
- **Settings**: Change camera and camcorder settings. See Set Camera Functions.
- **Exit**: Exit the Camera app.
- **Filters**: Select a filter for your picture or video.
- **Capture picture**: Tap the icon to take a picture.
- **Captured picture/video**: View pictures and videos you have captured.
- **Switch camera mode**: Select a camera mode when using the back camera. In addition to the default Photo mode, you can tap Manual to adjust some advanced professional options, tap Video to capture a video, or tap ... to use multi-exposure, panorama, or timelapse modes.
Learn More About Your Phone's Camera

For an overview of your phone's camera and its features, you can access more information through the phone's settings menu.

1. From home, tap Camera.
   - The camera viewfinder appears.

2. Tap Settings > Help > More, and tap a topic to learn more.

Take Pictures and Record Videos

The following topics teach you how to take pictures and record videos with your phone's camera.

Capturing Pictures/Videos

- **File Format for Pictures**: File format for pictures is JPEG.
- **File Format for Videos**: File format for videos is MPEG4.

⚠️ Camera Cautions

- **If Lens Becomes Dirty**: Fingerprints/smudges on lens prevent capturing of clear still images/videos. Wipe lens with a soft cloth beforehand.
- **Avoid Exposure to Direct Sunlight**: Be careful not to expose lens to direct sunlight for long periods. May discolor color filter and affect color of images.

⚠️ Flash Warning

Do not shine the flash close to eyes. Do not look directly at the flash when shining. Do not shine the flash at other people's eyes. May affect eyesight, etc.

Take a Picture

You can take high-resolution pictures using your phone's cameras.

**Note**: If you have an SD card installed as portable storage, pictures and videos are stored to the SD card by default. If no card is installed, pictures and videos are saved to your phone's memory. To change this setting, tap Apps > Settings > Storage > Save location.

1. From home, tap Camera.
   - The camera viewfinder appears.
2. Before taking the picture, you can zoom in on your subject.
   - To zoom in, "spread" the screen with your thumb and finger or press the Volume Up key.
   - To zoom out, "pinch" the screen or press the Volume Down key.

3. Frame your subject on the screen and configure other necessary settings. See Camera Overview for details.

   **Tip:** Hold the phone vertically when taking portrait shots or hold the phone horizontally when taking landscape shots.

4. You can either let the camera autofocus on the center of the screen, or you can tap another area of the screen that you want to focus on.

5. If you want to adjust the exposure of the picture, drag the sun next to the focus up or down.

6. Tap to take the picture.

   - The shutter clicks and the picture is captured and saved to your phone or SD card. Tap the thumbnail at the corner of the screen and choose what you want to do with the picture you've just taken.

**Record Videos**

Record high-quality videos using your phone's camcorder.

**Note:** If you have an SD card installed as portable storage, pictures and videos are stored to the SD card by default. If no card is installed, pictures and videos are saved to your phone's memory. To change this setting, tap Apps > Settings > Storage > Save location.

1. From home, tap Camera.

   - The camera viewfinder appears.

2. Tap Video.

3. Frame your subject on the screen. You can tap any area of the Viewfinder screen that you want the camera to focus on before and during recording.
4. Tap **Record 🎬** to start recording video. The recording duration appears.

![Recording View](image)

**Tip:** During recording, you can pinch or spread on the screen or press the **Volume** keys to zoom in or out. You can also tap 📷 to take a picture.

- Video recording begins.

5. Tap 🎬 to pause recording. Tap 🎬 to stop recording.

6. Tap 🎬 to stop recording.

- The camera stops recording and the video is captured and saved to your phone or SD card.

### View Pictures and Videos Using Gallery

Using the Gallery application, you can view pictures and watch videos that you’ve taken with your phone’s camera, downloaded, or copied onto your storage card or phone memory.

For pictures that are on your storage card or phone memory, you can do basic editing such as rotating and cropping. You can also easily assign a picture as your contact picture or wallpaper and share pictures with your friends.

#### View Pictures and Videos

You can access and view all your stored pictures and videos from your phone’s Gallery.

1. From home, tap **Apps 📱 > Gallery 🎨**

   - The Timeline list opens, showing all pictures and videos in chronological order.

**Tip:** In addition to the Timeline view, you can tap **Timeline** to switch to Album view, where pictures and videos are sorted into different albums depending on the folders the contents are saved in.
2. **Tap** an image to view the picture or video.

- The picture or the video snapshot opens and displays in full screen.
  - **Tap** to play the video.
  - When viewing pictures and videos in full screen, you can tap the screen to display a series of options and choose what to do with the picture or video.

**Tip:** After capturing a picture or video, from the camera screen, tap the thumbnail image at the corner of the screen to see the item in full screen.

### Pictures and Videos: Options while Viewing

After opening a picture or video in full screen, you can zoom in or out the item or start playing the video.

- **Zoom In or Out on a Picture or Video:** Tap the screen twice or pinch the screen to zoom in or out on a picture or video.

- **Viewing Videos:** Use the onscreen controls to play, pause, fast forward, or rewind the video playback. If you use the Video Player app, more options are available, including screenshot, video ratio, video rotation, and more.

**Note:** You can touch and hold on a picture or video thumbnail in the Timeline view to open a selection menu and choose what to do with the picture or video.

### Edit Pictures

Whether you’re browsing pictures in the Gallery application, you can tap a picture to display options and choose to edit the picture, rotate it, and more.
Rotate and Save a Picture

1. From home, tap Apps 📗 > Gallery 📷
   - The Timeline list opens.

2. Tap the picture you want to rotate.

3. Tap Menu 📖 and then select either Rotate left or Rotate right.
   - The picture is rotated and the file is updated.

Retouch a Picture

1. From home, tap Apps 📗 > Gallery 📷
   - The Timeline list opens.

2. Tap the picture you want to edit.

3. Tap ✒ and choose Photo Editor.
   - The Photo Editor screen appears.
4. Tap an edit option along the bottom of the screen and edit the picture.

5. Tap ✔️ to keep the change or ✗ to cancel it.

6. Tap 📀 to save the new picture.

**Note:** Tap 📈 in the Photo Editor screen to see the edits you have made and undo or redo them.

- The new picture is saved as a new file in the same folder as the original picture. The original picture remains unedited.

**Share Pictures and Videos**

The Gallery application lets you send pictures and videos using email or multimedia messages. You can share pictures on your social networks (such as Facebook, Google+, and Twitter) and share videos on YouTube. You can also send them to another phone, your computer, or your Google Account using Bluetooth, Wi-Fi Direct, Photos, or Drive.

**Send Pictures or Videos by Email**

You can send several pictures, videos, or both in an email or Gmail message. They are added as file attachments in your email. For more information about using email and Gmail, see Create and Send an Email Message or Create and Send a Gmail Message.

1. From home, tap Apps 📱 > Gallery 📈

- The Timeline list opens.

2. Touch and hold a thumbnail of the picture or video you want to share.

- To select multiple items, touch and hold a picture or video to turn on multiple select. Tap all the items you want to include.
3. Tap Share and then on the Share menu, tap Email or Gmail.

- Follow onscreen prompts to complete and send the message.

**Note:** If you have multiple email accounts, the default email account will be used. To change the account, tap the sender address displayed above the recipients line and select the desired email account.

### Send a Picture or Video by Multimedia Message

Multimedia Messaging (MMS) lets you send pictures and videos using your phone’s messaging app. Although you can send several pictures or videos in a multimedia message, it may be better to just send one at a time, especially if the files are large in size.

1. From home, tap Apps > Gallery

- The Timeline list opens.

2. Touch and hold a thumbnail of the picture or video you want to share.

- To select multiple items, touch and hold a picture or video to turn on multiple select. Tap all the items you want to include.
3. Tap Share and then on the Share menu, tap Messenger.

![Image of Share options]

- Follow the onscreen prompts to complete and send the message.

For more information about sending multimedia messages, see Send a Multimedia Message (MMS).

**Send Pictures or Videos Using Bluetooth**

You can select several pictures, videos, or both and send them to someone’s phone or your computer using Bluetooth.

1. From home, tap Apps > Gallery.

   - The Timeline list opens.

2. Touch and hold a thumbnail of the picture or video you want to share.

   - To select multiple items, touch and hold a picture or video to turn on multiple select. Tap all the items you want to include.
3. Tap **Share** and then on the Share menu, tap **Bluetooth**.

![Share menu with Bluetooth option](image)

- Follow the onscreen prompts to complete and send the files.

For more information, see **Bluetooth**.

### Share Pictures or Videos via Additional Apps or Social Media

From Gallery, you can share your pictures and videos from a variety of apps and social media sites, such as Facebook, Google+, Instagram, Flickr, and more. Available apps will vary depending on what you have installed on your phone.

1. From home, tap **Apps > Gallery**

   - The Timeline list opens.

2. Touch and hold a thumbnail of the picture or video you want to share.

   - To select multiple items, touch and hold a picture or video to turn on multiple select. Tap all the items you want to include.
3. Tap **Share** and then on the Share menu, tap the app you want to use.

4. Follow the prompts to complete and post or share your pictures or videos.
   - The upload is completed.

**Share Videos on YouTube**
You can share your videos by uploading them to YouTube™. Before you do this, you must create a YouTube account or Google Account and sign in to that account on your phone.

1. From home, tap **Apps** > **Gallery**.
   - The Timeline list opens.

2. Touch and hold the thumbnail of the video you want to share.
   - To select multiple videos, touch and hold a video thumbnail to turn on multiple select. Tap all the videos you want to include.
3. Tap Share and then on the Share menu, tap YouTube.

4. Enter the prompted information, such as description and tags, and select a privacy option.

5. Tap.
   ❖ The upload is completed.

**Camera Settings**

You can adjust your camera’s settings using the icons on the main camera screen and the full camera settings menu.

**Switch Cameras**

Your phone lets you use different types of cameras depending on your subject and environment.

1. From home, tap Camera.
   ❖ The camera viewfinder appears.

2. Switch to the back camera lens, tap Manual to switch to professional mode where you can configure some advanced professional options, or tap ... and select a mode.
   ❖ The camera switches mode.

**Set Camera Functions**

You can configure your camera’s settings to fit any situation and event.

1. From home, tap Camera.
   ❖ The camera viewfinder appears.
2. Tap **Settings**.

- The camera settings menu opens.

3. Select your desired settings.

- The settings are applied.
  - Settable items differ depending on the camera type in use.
Productivity

Use your phone to stay ahead of the game with calendar, navigation, alarm, and more productivity apps.

Calendar

Use Calendar to create and manage events, meetings, and appointments. Your Calendar helps organize your time and reminds you of important events. Depending on your synchronization settings, your phone’s Calendar stays in sync with your Calendar on the Web, Exchange ActiveSync calendar, Google Calendar, and Outlook calendar.

In order to sync with your Google calendar, you must sign in to a Google Account on your phone. See Google Account.

Calendar Operations

- **View Today’s Calendar**: From the Calendar, tap \[ Today \]. The number in the icon changes dynamically with the current date.

- **Change Calendar View**: From the Calendar, tap the time at the top left and select **Day**, **Week**, **Month**, or **Agenda** to change the current view.

- **View Next/Previous Month (Month View)**: From the Calendar, swipe the screen left or right.

- **View Next/Previous Week (Week View)**: From the Calendar, swipe the screen left or right.

- **View Next/Previous Day (Day View)**: From the Calendar, swipe the screen left or right.

- **View the Next/Previous Time Period (Day/Week View)**: From the Calendar, flick the screen up or down.

Add an Event to the Calendar

Add events to your calendar directly from the Calendar application.
1. From home, tap **Apps** > **Calendar**.

- The Calendar app opens.

2. Tap **Add**.

- The add event window opens.

3. Enter an event title, start date/time, end date/time, etc., and then tap **Save**.

- The event is added to your calendar.
Selecting a Calendar

- If you have more than one calendar, select a calendar in which to add events:
  - Select My calendar to create an event that will appear only on your phone.
  - Select your Google Account to create a Google Calendar event. If you have several Google Calendars on the Web, select one in which to add your event.
    - You can create multiple Google Calendars only in Google Calendar on the Web. After creating them in Google Calendar on the Web, you’ll be able to see them in the Calendar application on your phone. For more information about creating and managing multiple Google Calendars, visit the Google website: calendar.google.com.
  - If you have synchronized your phone with an Exchange ActiveSync account or Outlook on your computer, you can also select these calendars.
  - Select your Outlook Account to create an Outlook Calendar event to sync with your computer.
  - Select your Exchange ActiveSync Account to create an Exchange ActiveSync calendar event.

View Calendar Events
You can display the Calendar in daily, weekly, monthly, or agenda view. To change the Calendar view, tap the time at the top left and select Day, Week, Month, or Agenda.

1. From home, tap Apps > Calendar.
   - The Calendar app opens.
2. Tap an event. If you are in month view, tap a date first.
Note: The color for the events indicates the type of calendar that includes the event. To find out which calendar each color represents, tap Menu ➤ Calendars to display.

- The event details appear.
  - In event details, tap Edit to edit the event.
  - In event details, tap Delete to delete the event.
  - In event details, tap Share to send the event through email, Bluetooth, or upload to your Google Drive.
  - In event details, tap Menu ➤ Copy to create a new event with the same information.

Sync Calendars
You can select which calendars you’d like to sync on your phone, along with what types of information you want to sync.

1. From home, tap Apps ➤ Calendar.
   - The Calendar app opens.
2. Tap Menu ➤ Calendars to display.
3. Tap Calendars to sync at the bottom.
4. Select sync options by adding or removing check marks from the items.

5. Tap OK.

- The sync settings have been updated.

**Synchronize an Exchange ActiveSync Calendar**

If you have set up a Microsoft Exchange ActiveSync account on your phone, you can also synchronize Exchange ActiveSync calendar events on your phone. Calendar events on your Exchange ActiveSync will also show in Calendar if you chose to synchronize with the Exchange ActiveSync Server.

1. From home, tap Apps > Settings > Accounts > Exchange.
To confirm your sync settings, tap the account name and make sure the Calendar switch is on.

2. Tap Menu > Sync now.

**Note:** If Microsoft Exchange ActiveSync doesn’t appear under the Settings > Accounts menu, you do not have an Exchange ActiveSync account configured on the phone. For information about adding an account, see Add an Exchange ActiveSync Account.

### Google Maps

Use the Google Maps app to determine your location, find directions, browse local businesses and attractions, rate and review places, and more.

#### Enable Location Services on Your Phone

Before using any location-based services, you must enable your phone’s location feature. For information about setting your phone’s location options, see Location Settings.

#### View Maps of Specified Places

Use Google Maps to locate and map a specific address or destination.

1. From home, tap Apps > Maps.

   - Google Maps opens.

   - If prompted, follow the onscreen instructions to accept terms of use.

2. Tap the search box at the top.
3. Enter an address, city, facility name, etc., and then tap a candidate in the results list.

**Note:** If your search term is specific enough, the map will automatically pan to that location.

- The information card for the specific location opens. You can find out its address, open hours, street view, people's review, how to get there, give the place a call, save it to your Google Account, and more.
  - Slide the card down to view the place on the map.

**Google Maps Operations**

- **Viewing Current Location**: From the Maps app, tap 📍.

- **Obtain Useful Area Information for Current Location**: From the Maps app, tap 📍. When your location is found, tap 📍 at the bottom of the screen and, in the new screen, select a type of business or attraction to browse related locations. You can then tap a location to view detailed information and find out how to get there.

- **View Traffic Information, Aerial Photos, Etc., in Maps**: From the Maps app, tap Menu 🔽 and then tap Traffic, Satellite, Google Earth, etc.

- **Check Route to Destination**: From the Maps app, tap 📍, select a method of transport (car, public transit, or on foot), and then enter your current location and your destination.
  - Route candidates appear in a list. Tap one to get more information.

- **Check Detailed Operation for Maps**: From the Maps app, tap Menu 🔽 > Help.

**Google Search**

Search information saved on the phone and in phone applications as well as on the Internet.

**Use Google Search**

Type search terms in the Google Search bar to find information on your phone and around the globe.

1. From home, tap the Google search bar or tap Apps 📘 > Google 🕵️.
   - The Search window opens.
   - If confirmation appears, follow onscreen instructions.
   - If a description for Google Now appears, tap Get started and read information. Tap Yes, I'm in on the last page if you want to use Google Now.

2. Type your search keywords and tap the search key on the keyboard.
   - Search results appear.
   - To search by voice, tap 🎤 in the search bar and speak your search terms.
Google Search Operations

- **Changing Search Information**: From home, tap Apps 🔍 > Settings 📲 > Google > Search & Now > Phone search and select where to search.

- **Using Google Now**: Google Now automatically searches for information based on search keywords used, your current location, etc., and presents search results in the search screen. Google Now also informs users of scheduled events.

**Use Google Voice Search**
Use your voice to search instead of typing, with Google Voice Search.

1. From home, tap Apps 🔍 > Voice Search 🎤.

   - The Voice Search window opens.

2. Speak your search terms.

   - Search results appear.

**Calculator**
Your phone’s convenient built-in calculator lets you perform basic mathematical equations.
1. From home, tap **Apps** > **Calculator**.

   ![Calculator app interface]

   - The calculator app launches.

2. Tap onscreen keys for calculations.
   - Calculation results appear.

**Clock**

Your phone has a clock app that lets you set alarms, view time in time zones around the world, use a stopwatch, and set a timer.

**Check the Time**

You can check the phone any time on your phone. The current time displays in the upper right corner of the status bar. Many widgets and lock screens also display the time and provide options for how time is displayed.

**Set the Date and Time**

Your phone automatically receives the current date, time and time zone from the wireless network. You can set by hand by overriding the default setting.
1. From home, tap **Apps** > **Settings** > **Date & time**.

2. Tap to turn off the switch next to **Automatic date & time and Automatic time zone**, and then set the date, time, and time zone as desired.

   - The date, time, and time zone will reflect your new settings.

### Set Alarms

Set multiple alarms using your phone’s Clock app.

1. From home, tap **Apps** > **Clock**.
2. Tap the **Alarm** tab and then tap **Create alarm**.

3. Set the alarm options, including time, alarm days, repeat pattern, snooze, ringtone, and alarm label, and then tap **Save**.

- The alarm is set.

**Note**: To enable or disable existing alarms directly, just tap the switch next to the alarm.

**Note**: Tap 🔄 in the Alarm tab to adjust general alarm settings.

**Phone at Alarm Time**

- At the set alarm time, the phone sounds the alarm and/or vibrates.

- Stopping an alarm: When the alarm sounds, drag 🔄 to the right to dismiss it.

**Additional Clock Features**

Your phone’s clock app provides additional useful features including world clock, stopwatch, and timer functions. All features are available from the clock app display.
From home, tap Apps > Clock.

World Clock
The world clock lets you keep track of the current time in multiple cities around the globe.

1. From the clock app, tap World Clock.
2. Tap Add City and select a city. You can enter a city name in the search field at the top to find the city.
3. Repeat to add multiple cities.

Stopwatch
The stopwatch lets you time events down to the hundredth of a second.

1. From the clock app, tap Stopwatch.
2. Tap Start to begin timing.
3. Tap Record to record lap time and total time.

Note: The stopwatch can record 100 laps at a time.

4. Tap Pause to pause timing. If you want to reset the stopwatch to zero, tap Reset.

Timer
The timer provides a countdown timer for up to 99 hours, 59 minutes, and 59 seconds.
1. From the clock app, tap **Timer** 🕒.

2. Use the keypad to set the length of the timer.

3. Tap **Start** 🕒 to begin the timer.

**File Manager**

File Manager allows you to view and manage files stored on your phone's internal storage and your SD card.

1. From home, tap **Apps** 📲 > **File Manager** 📁.

2. Find the file you need by category in the **Category** tab, or tap **Local** to browse folders and files on the phone's internal storage or the SD card.

   - Tap folders and files to access stored items.
   - Touch and hold an item to access option icons such as Copy, Move, Share, Delete, and more.
   - To copy or move an item, navigate to a new location and tap **Paste**.
   - Tap **New folder** 📁 to create a new folder in the current directory.
Entertainment and Activities

The following topics provide an overview of your phone’s entertainment apps, from music players and YouTube, to sound recorder, and more.

Google Play Music App

The Google Play Music app lets you browse, shop, and play back songs purchased from Google Play as well as songs you have loaded from your own music library. The music you choose is automatically stored in your Google Play Music library and instantly ready to play via streaming or download.

For more information about Google Play Music, visit play.google.com/about/music.

Note: For information about loading music onto your phone, see Transfer Files between Your Phone and a Computer.

Play Music with Google Play

Use the Google Play Music app to listen to all your music on your phone.

1. From home, tap Apps > Play Music.

- The Play Music app opens.

2. Tap a recommendation in the Listen Now screen, or tap Menu ➕ > Music library to view all the music or playlists. To change views of your library, swipe left or right.

3. Flick the screen left or right to select a library category such as Artists or Albums.

4. Tap an item from the category and then tap a song.
The song begins playing. The song title and player control appears at the bottom of the screen. You can tap it or drag it up to display the player screen.

**Google Play Music Screen Layout**
The following diagram outlines the main features of the Play Music app player screen.

<table>
<thead>
<tr>
<th>Feature</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Song and artist</td>
<td>Shows the names of the song and the artist. Tap the area to close the player screen and return to the music library.</td>
</tr>
<tr>
<td>Album image</td>
<td>Displays the album artwork (if available). Swipe left or right to switch to the next or previous song in the current playlist.</td>
</tr>
<tr>
<td>Play/pause</td>
<td>Tap to resume or pause the player.</td>
</tr>
<tr>
<td>Repeat</td>
<td>Tap to switch repeat modes. You can repeat the current song, the current playlist, or turn off repeat.</td>
</tr>
<tr>
<td>Thumbs-up</td>
<td>Rate the song by giving it a thumbs-up.</td>
</tr>
<tr>
<td>Previous song</td>
<td>Tap to restart the current song; tap twice to switch to the previous song in the playlist.</td>
</tr>
<tr>
<td>Next song</td>
<td>Tap to switch to the next song in the playlist.</td>
</tr>
<tr>
<td>Thumbs-down</td>
<td>Rate the song by giving it a thumbs-down.</td>
</tr>
<tr>
<td>Feature</td>
<td>Description</td>
</tr>
<tr>
<td>----------------------</td>
<td>-------------------------------------------------------</td>
</tr>
<tr>
<td>Progress bar</td>
<td>Shows the progress of the current song. Drag or tap it to jump to any part of song.</td>
</tr>
<tr>
<td>Shuffle</td>
<td>Tap to turn on or off shuffle.</td>
</tr>
<tr>
<td>Current playlist</td>
<td>Tap to display the current music list (queue).</td>
</tr>
<tr>
<td>Options</td>
<td>Tap to access more player options.</td>
</tr>
</tbody>
</table>

Create Playlists in Google Play Music
Organize music into playlists to fit every occasion.

1. From home, tap Apps 📲 > Play Music 🎵.

   - The Play Music app opens.

2. Tap Menu 📌 > Music library to view all the music or playlists.
3. Tap **Menu** next to a song and select **Add to playlist**.

![Music library menu](image)

4. Tap **New playlist**. Enter a playlist name and description and tap **Create playlist**.

![New playlist dialog](image)

- The playlist is created.

5. Tap **Back** to return to the library view and select another song or album.

6. Tap **Menu** next to an item and then tap **Add to playlist** > `<playlist name>`.

- The song or album is added to the playlist. Repeat to add more items to the playlist.

**Adding Currently Playing Music to a Playlist**

- From the player view, tap **Menu** > **Add to playlist** > `<playlist name>`.

- The music is added to the playlist.

**Music Player**

Your phone’s built-in music player app lets you listen to and organize music files you have loaded into your phone’s memory or SD card.
Note: For information about loading music onto your phone, see Transfer Files between Your Phone and a Computer.

**Listen to Music Using the Music Player**
The Music app allows you to play music files in your phone's storages.

1. From home, tap **Apps > Music**.
   - The music library opens. Your music files are cataloged, according to the information stored in the files.

2. Tap **All songs**, **Playlists**, **Favorites**, **Artists**, **Albums**, or **Folders** to browse your music. You can also tap a song in the **Recently played** list to select songs you recently played.

3. Tap a song to start playing in the music player.

*Note: Adjust the volume with the Volume keys.*

**The Playback Screen**
When you tap a song in the music library, the music player immediately starts to play it and its name and the player controls are displayed at the bottom of the screen. Tap the area to open the playback screen, where you can have more control over the player.
- **Track title**: Display track name, artist, and album information.
- **Back to library**: Return to the music library.
- **Album cover**: Display the cover art of the album when it is available. Swipe horizontally to switch to the next or previous song.
- **Track information**: Display the detailed information of the song and the file.
- **Shuffle**: Turn on or off shuffle.
- **Playback control**: Skip songs or pause and resume playback. Drag the progress bar to jump to any part of the track.
- **Repeat**: Toggle repeat mode (no repeat, repeat the current track, or repeat the current playlist).
- **Add to favorites**: Add the track to the Favorites playlist. Tap again to remove the track from the list.
- **Manage Dolby Audio settings**: Select Dolby Audio profiles or configure detailed options to get better audio quality for your music.
- **Current playlist**: Tap to view the current playlist.
- **Options**: Access additional options.

**Create a Playlist**
Music playlists help you organize your music files.

1. From home, tap Apps 📲 > Music 🎵.
v The music library opens. Your music files are cataloged, according to the information stored in the files.

2. Find the music file you want to put in a playlist. Tap Menu next to the song to open a list of options.

3. Tap Add to playlist > New playlist.

4. Enter the playlist name and tap Save.

Manage Playlists
You can rename or delete your music playlists.

1. From home, tap Apps > Music.

v The music library opens. Your music files are cataloged, according to the information stored in the files.
2. Tap **Playlists** to view all music playlists.

3. Tap **Menu** next to the playlist you want to manipulate to open the options menu.

4. Tap **Rename** or **Delete**.

**Manage Songs in a Playlist**

You can add more songs to a playlist or remove some tracks from a playlist.

1. From home, tap **Apps** > **Music**.
The music library opens. Your music files are cataloged, according to the information stored in the files.

2. Tap **Playlists** to view all music playlists.

3. Tap a playlist to open its content.

4. Tap **Menu** > **Add songs** and select the music you want to add before tapping **+**.

   – or –

   Tap **Menu** next to the song you want to remove and select **Remove**.

### Set a Song as Ringtone

You can set a song or audio file as your default phone ringtone or notification ringtone. This will not change the ringtone you have assigned individually to specific contacts (see **Add a Contact** and **Edit a Contact**).

1. From home, tap **Apps** > **Music**.

   - The music library opens. Your music files are cataloged, according to the information stored in the files.

2. Find the music file you want to use as the default ringtone. Tap **Menu** next to the song to open a list of options.
3. Tap **Set as ringtone**.

4. Tap **Phone Ringtone** or **Notification Ringtone**.

**Tip:** You can also set a song as the default ringtone in the playback screen. Just tap **Menu** > **Set as ringtone** > **Phone Ringtone or Notification Ringtone**.

### Sound Recorder

You can use Sound Recorder to record voice memos.
Record and Play a Voice Memo

1. From home, tap Apps > Sound Recorder.

2. Tap 🎤 to start recording.

   ![Sound Recorder app interface]

   - **Note:** Before recording, you can tap HQ to turn off or on high-quality recording.
   - During recording, you can tap ⏯️ / ⏯️ to pause or continue the recording.

3. Tap 🎤 to stop the recording. The memo is automatically saved.
Entertainment and Activities

- Tap 🎧 to play the voice recording.
- Tap ✂️ to edit the name of the recording.

**Note**: To find all your voice memos, tap ☰️ at the top right of the screen.

**Dolby Audio**

Your phone support Dolby Audio, which enhances the phone’s audio quality, and you can manage its settings.

**Access Dolby Audio Settings**

- From home, tap Apps 📘 > Dolby Audio 🎧

  - or -

- From home, tap Apps 📘 > Settings 🎧 > Sound > Dolby Audio 🎧 >

**Change Dolby Audio Settings**

From the Dolby Audio screen, you can change to following settings:

- Tap ⏯️ to turn on or off the feature.
- Tap Movie, Music, Game, or Voice to switch preset Dolby Audio settings.
- Double-tap Movie, Music, Game, or Voice to configure detailed options such as Graphic Equalizer, Surround Virtualizer, Dialogue Enhancer, and Volume Leveler.
- Double-tap Custom 1 or Custom 2 to configure your own Dolby Audio setting. Tap either to use it.

**Note**: Some options only work when a headphone or stereo speakers are connected with the phone.

**YouTube**

View videos uploaded to YouTube and upload your own videos to your YouTube account.

**View YouTube Videos**

You can use the YouTube app to view videos on YouTube even if you aren’t signed in to a YouTube account.
1. From home, tap Apps > YouTube.

- The YouTube app launches.
  - If you're prompted to provide confirmation to use the site, follow the onscreen instructions to continue.

2. Search through the YouTube channels and tap a video you want to see.

- The video plays on your phone screen.
  - Tap the screen to pause or resume play while watching.

**Post a Video to YouTube**

You can post videos to your YouTube account from your phone. Before posting, you must set up a YouTube account and sign in to it on your phone.
1. From home, tap Apps > YouTube.

- The YouTube app launches.

2. Tap Account > Uploads.

- The Open from menu appears.

3. Select a video to upload.
   - Enter a title, description, and tags, and select a privacy setting.

4. Tap ➤.

- The video is uploaded to your YouTube channel.
The following set of topics will cover your phone’s settings menus and options. For an overview of the settings menu, see Basic Settings.
Connections Settings

The following topics introduce your phone’s basic settings menus and cover your phone’s Connections settings options.

Basic Settings

From the home screen, tap Apps > Settings to access your phone’s settings menu.

The table below outlines the top-level settings categories.

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wi-Fi</td>
<td>Enable and set Wi-Fi options</td>
</tr>
<tr>
<td>Wi-Fi Calling</td>
<td>Enable and set Wi-Fi Calling options</td>
</tr>
<tr>
<td>Bluetooth</td>
<td>Enable Bluetooth connections</td>
</tr>
<tr>
<td>Mobile networks</td>
<td>Set mobile network functions</td>
</tr>
<tr>
<td>Wi-Fi hotspot</td>
<td>Share your mobile data service by turning your phone into a Wi-Fi hotspot</td>
</tr>
<tr>
<td>Data usage</td>
<td>Check your phone’s data usage</td>
</tr>
<tr>
<td>More</td>
<td>Manage airplane mode, VPN, Bluetooth tethering, or reset all network settings</td>
</tr>
<tr>
<td>Display</td>
<td>Set wallpaper, brightness, etc.</td>
</tr>
<tr>
<td>Notifications</td>
<td>Manage the notification settings for each application</td>
</tr>
<tr>
<td>Sound</td>
<td>Set ringtone, volume, vibration, etc.</td>
</tr>
<tr>
<td>Apps</td>
<td>Manage installed applications</td>
</tr>
<tr>
<td>Storage</td>
<td>Manage internal storage on your phone and options for your SD card and other connected storages</td>
</tr>
<tr>
<td>Battery</td>
<td>Monitor battery usage</td>
</tr>
<tr>
<td>Memory</td>
<td>Monitor memory usage</td>
</tr>
<tr>
<td>Users</td>
<td>Manage user accounts that can access your phone</td>
</tr>
<tr>
<td>Call settings</td>
<td>Manage call settings</td>
</tr>
<tr>
<td>Connections Settings</td>
<td></td>
</tr>
<tr>
<td>----------------------</td>
<td>------------------</td>
</tr>
<tr>
<td><strong>Connect to PC</strong></td>
<td>Select the USB connection type between your phone and PC</td>
</tr>
<tr>
<td><strong>Location</strong></td>
<td>Select your phone’s location access options</td>
</tr>
<tr>
<td><strong>Security</strong></td>
<td>Set your security options such as screen lock, credential storage, etc.</td>
</tr>
<tr>
<td><strong>Accounts</strong></td>
<td>Add and manage all your email, social networking, corporate, and picture/video sharing accounts</td>
</tr>
<tr>
<td><strong>Google</strong></td>
<td>Configure Google services options</td>
</tr>
<tr>
<td><strong>Language &amp; input</strong></td>
<td>Set system language and input (keyboard, voice, mouse, trackpad) options</td>
</tr>
<tr>
<td><strong>Navigation key</strong></td>
<td>Switch the positions of the Back key and the Recent Apps key</td>
</tr>
<tr>
<td><strong>Backup &amp; reset</strong></td>
<td>Back up your phone’s data and settings and reset the phone to the original factory settings</td>
</tr>
<tr>
<td><strong>Date &amp; time</strong></td>
<td>Set date, time, time zone, and time format</td>
</tr>
<tr>
<td><strong>Accessibility</strong></td>
<td>Enable and manage accessibility-related applications</td>
</tr>
<tr>
<td><strong>Printing</strong></td>
<td>Configure Google Cloud Print service</td>
</tr>
<tr>
<td><strong>System updates</strong></td>
<td>Update your PRL, user profile, Android software, phone firmware</td>
</tr>
<tr>
<td><strong>About phone</strong></td>
<td>Access important phone and legal information</td>
</tr>
</tbody>
</table>
Access Settings

1. From home, tap Apps > Settings.

   - The settings menu opens.

2. Select categories and then select your settings options.

   - Settings are made and applied.

**Tip:** You can also access settings from the notification panel. Pull down the status bar and tap **Settings**.

**Tip:** At the top of the Settings screen, you can see setting suggestions. Tap to check or customize the recommended settings. You can also swipe right from the left edge of most setting screens to access the main settings quickly without going back to the main settings screen by screen.

**Wi-Fi Settings Menu**

The Wi-Fi settings menu lets you turn Wi-Fi on or off, set up and connect to available Wi-Fi networks, and configure advanced Wi-Fi options.

For more information about Wi-Fi settings, see **Wi-Fi**.

1. From home, tap Apps > Settings.
2. Tap **Wi-Fi**.

![Settings Menu]

- The Wi-Fi settings menu appears.

3. Tap the Wi-Fi slider to turn Wi-Fi on.

- Wi-Fi is enabled. You will see the names and security settings of in-range Wi-Fi networks.
  - To disable Wi-Fi, tap the slider again.

4. Tap a Wi-Fi network, enter the password, and tap **Connect**.

- Your phone is connected to the selected Wi-Fi network.
  - The password, for a household wireless LAN router, is sometimes found on a sticker on the router (WEP, WPA, KEY, etc.). Contact the router manufacturer for information. For password for a public wireless LAN, check with user's service provider.
  - Entering a password is not required if an access point is not security protected.

### Advanced Wi-Fi Settings

The advanced Wi-Fi settings let you set up and manage wireless access points.

- **Install Certificates for Secured Wi-Fi Networks**: From Wi-Fi settings, tap **Menu** > **Advanced** > **Install certificates** and then select the file to install.

- **Use Wi-Fi Direct**: From Wi-Fi settings, tap **Menu** > **Advanced** > **Wi-Fi Direct**.
  - The setting is available when Wi-Fi is turned on.
  - For more information, see **Wi-Fi Direct**.

Connections Settings 188
• **Use WPS to Connect to a Wi-Fi Network:** From Wi-Fi settings, tap Menu > Advanced > WPS Push Button or WPS Pin Entry.
  
  ▪ The settings are available when Wi-Fi is turned on.
  
  ▪ If you tap **WPS Push Button**, press the WPS button on the access point and the access point will recognize your phone and add it to the network.
  
  ▪ If you tap **WPS Pin Entry**, enter the PIN number displayed on the phone into the access point’s setup page. 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.

• **Allow Automatic Connection to Passpoint-certified Wi-Fi Access Points:** From Wi-Fi settings, tap Menu > Advanced and tap the **Passpoint** slider.

• **Enable Notification when Open Networks Are Available:** From Wi-Fi settings, tap and tap the **Network notification** slider.
  
  ▪ The setting is available when Wi-Fi is turned on.
  
  ▪ Tap **Network notification** to turn the option on or off.

• **Set Timing for Pausing a Connection:** From Wi-Fi settings, tap > Keep Wi-Fi on during sleep and then select a setting.

• **Check MAC Address:** From Wi-Fi settings, tap .
  
  ▪ MAC Address appears below “MAC address.”

• **Check IP Address:** From Wi-Fi settings, tap .
  
  ▪ IP Address appears below “IP address.”

---

**Wi-Fi Calling Settings**

The Wi-Fi Calling settings menu lets you set your Wi-Fi Calling options, including updating your 9-1-1 information. For information about setting up Wi-Fi Calling, see [Wi-Fi Calling](#).
1. From home, tap **Apps > Settings > Wi-Fi Calling**.

![Settings](image)

2. Follow the prompts to change your Wi-Fi Calling settings.

   - When Wi-Fi Calling is set up, you will see 📞 in the status bar when Wi-Fi Calling is active and you are currently connected to a Wi-Fi network.

   **Tip**: For more information about Wi-Fi Calling, visit this FAQ link at sprint.com/support.

### Bluetooth Settings

Your phone’s Bluetooth capabilities let you use wireless headsets, send and receive pictures and files, and more. For details on your phone’s Bluetooth usage, see Bluetooth.

1. From home, tap **Apps > Settings**.
2. Tap **Bluetooth**.

![Bluetooth settings menu]

- The Bluetooth settings open.

### Bluetooth Settings Operations

- **Enable Bluetooth**: In Bluetooth settings, tap the slider at the top of the menu.
  - Alternatively, pull down the status bar to display the notifications panel and then tap **Bluetooth off** to turn Bluetooth on.

- **Pairing Bluetooth Devices**: Make sure the other devices are set to be discovered. From Bluetooth settings, tap the device name in “Available devices” and follow the onscreen instructions.
  - Depending on the device, you may be required to enter or accept a passkey.
  - If the target device does not appear, tap **Menu > Refresh** to search again.
  - This setting is available when Bluetooth is enabled.

- **Change the Name of a Paired Device**: From Bluetooth settings, tap **Settings** next to a paired device name, tap the current name, enter a new name, and tap **OK**.
  - This setting is available when Bluetooth is enabled.

- **Canceling Pairing**: From Bluetooth settings, tap **Settings** next to a paired device name, and then tap **Forget**.
  - This setting is available when Bluetooth is enabled.
● **Enable Service from Paired Device**: From Bluetooth settings, tap **Settings** next to a paired device name, and then tap the listing under **Use for**.
  
  ▪ If a confirmation prompt appears, follow the onscreen instructions.
  ▪ This setting is available when Bluetooth is enabled.
  ▪ This setting is available when the paired device is providing a service.

● **Search for Other Devices**: From Bluetooth settings, tap **Menu** > **Refresh**.
  
  ▪ This setting is available when Bluetooth is enabled.

● **Check Files Received via Bluetooth Transfer**: From Bluetooth settings, tap **Menu** > **Show received files**, and follow the onscreen instructions.

### Mobile Network Settings

The Mobile networks options let you enable your phone's mobile data access and set your preferred network mode.

#### Enable Data Services

1. From home, tap **Apps** > **Settings** > **Mobile networks**.
2. Tap **Data Enabled** to enable or disable data services over the mobile network.

![Mobile network settings](image)

**Note:** Certain data service request may require additional time to process. While your phone is loading the requested service, the touchscreen may appear unresponsive when in fact it is functioning properly. Allow your phone some time to process your data usage request.

**Switch Network Mode**

1. From home, tap **Apps** > **Settings** > **Mobile networks** > **Preferred network type**.

![Mobile network settings](image)

2. Tap **Automatic**, **LTE/CDMA**, **CDMA** or **GSM/UMTS**.

**Wi-Fi Hotspot Settings**

Use the settings menu to configure your hotspot settings, which allow you to share your phone’s data service with multiple Wi-Fi capable devices.

1. From home, tap **Apps** > **Settings**.
2. Tap Wi-Fi hotspot.

   The Hotspot window opens.

3. Tap the slider to turn Wi-Fi hotspot on.

   Hotspot is enabled.
   - To disable Wi-Fi hotspot, tap the slider again.

**Advanced Hotspot Settings**

The hotspot settings menu lets you configure advanced options.

- **Set Network SSID**: From the Wi-Fi hotspot window, tap Configure > Network name, enter a name for your hotspot, and then tap Save.

- **Set Hotspot Security**: From the Wi-Fi hotspot window, tap Configure > Security, select a security settings option, and then tap Save.

- **Set Hotspot Password**: From the Wi-Fi hotspot window, tap Configure > Password, enter a password, and then tap Save.

- **Hide Hotspot from Searches**: From the Wi-Fi hotspot window, tap Configure, uncheck the Broadcast network name (SSID) checkbox, and then tap Save.

- **Set Allowed Devices**: To select which devices are allowed to connect to the Wi-Fi hotspot, in the Wi-Fi hotspot window, tap Manage users > Max connection and select a number, or tap Blocklist to manage forbidden devices.

- **Set Hotspot Timeout Settings**: From the Wi-Fi hotspot window, tap Sleep policy > Hotspot sleep policy and select an option.
• Check **Hotspot notification** to get notification in the status bar when sleep policy turns off the hotspot.

• **Set Local Area Network (LAN) Settings**: From the Wi-Fi hotspot window, tap **LAN settings** and configure your options.

**Data Usage Settings**
The data usage menu lets you view your phone’s mobile and Wi-Fi data usage, set data limits, restrict data or hotspot usage, and more.

1. From home, tap **Apps > Settings**.

2. Tap **Data usage**.

   ![Settings](image)

   • The data usage window opens.

**Data Usage Settings Operations**

• **Check Total Mobile Data Usage in the Current Billing Cycle**: In the Data usage window, the mobile data usage in the current cycle is displayed directly in the Usage section.

• **Restrict Data Access**: From the Data usage window, tap **Data saver** and slide the switch to turn this feature on.

  ▪ Data saver can prevent some apps from using data in the background or accessing less data when you are using it.

  ▪ With Data saver turned on, you can still allow certain apps to have unrestricted data access. From the Data usage window, tap **Unrestricted data access** and turn on the switch next to the apps you need.
- **Enable Mobile Data**: In Data usage window, tap the **Cellular data** slider to enable or disable the service.
  - If a confirmation appears, follow the onscreen instructions.

- **Check Data Usage for Each Application**: To see how your data is being used in the current time cycle, tap **Cellular data usage** and tap an app name to see its usage for the period.
  - With each app, you can restrict its background data access or give it unrestricted data access even when Data saver is on.

- **Set Date for Resetting Data Usage**: To set the data usage measuring cycle, from the Data usage window, tap **Billing cycle > Billing cycle**, set a reset date, and tap **Set**.
  - This setting is available when mobile data is enabled.
  - In addition, you can data warning and data limit.

- **Check Wi-Fi Data Usage**: From the Data usage window, tap **Wi-Fi data usage**.

- **Restrict Background Data Usage on Metered Wi-Fi Networks**: From the Data usage window, tap **Network restrictions** and tap the slider next to the metered network.

### More Settings
The more settings menu provides access to additional wireless and network options, such as VPN, airplane mode, tethering, and more.

#### More Settings Options

<table>
<thead>
<tr>
<th>Setting</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airplane mode</td>
<td>Disable all settings that emit or receive signals. Phone stays powered on</td>
</tr>
<tr>
<td>Bluetooth tethering</td>
<td>Share your mobile data service via Bluetooth</td>
</tr>
<tr>
<td>VPN</td>
<td>Add a Virtual Private Network (VPN)</td>
</tr>
<tr>
<td>Network settings reset</td>
<td>Reset Wi-Fi, Bluetooth, and mobile data settings</td>
</tr>
</tbody>
</table>

### Access More Settings Options

1. From home, tap **Apps > Settings**.
2. Tap More.

3. Set items.
   ❖ Your settings are saved and implemented.

### Airplane Mode

Airplane mode allows you to use many of your phone’s features, such as Gallery, Camera, and Music, when you are on an airplane or in any other area where making or receiving calls or data is prohibited. When you set your phone to Airplane mode, it cannot send or receive any calls or access online information.

To quickly turn Airplane mode on or off:

- Press and hold the **Power/Lock** key, and then tap **Airplane mode**.

  ▪ When in airplane mode, the status bar will display 

To turn Airplane mode on or off in Settings:
1. From home, tap Apps > Settings.

2. Tap More.

3. Tap the Airplane mode slider. When in airplane mode, the status bar will display 📦.

**Bluetooth Tethering**

Bluetooth tethering allows you to share your phone's mobile data connection with other devices via Bluetooth.

1. Pair your phone with the target device via Bluetooth. See Pair Bluetooth Devices.
2. Set the target device to obtain data connection via Bluetooth.

3. From home, tap Apps > Settings > More.
4. Tap Bluetooth tethering to turn it on.

**Virtual Private Networks (VPN)**

From your phone, you can add, set up, and manage virtual private networks (VPNs) that allow you to connect and access resources inside a secured local network, such as your corporate network.

**Prepare Your Phone for VPN Connection**

Depending on the type of VPN you are using at work, you may be required to enter your login credentials or install security certificates before you can connect to your company's local network. You can get this information from your network administrator.
Before you can initiate a VPN connection, your phone must first establish a Wi-Fi or data connection. For information about setting up and using these connections on your phone, see Mobile Network Settings and Turn Wi-Fi On and Connect to a Wireless Network.

Set Up Secure Credential Storage
If your network administrator instructs you to download and install security certificates, you must first set up the phone’s secure credential storage before setting up a VPN.

1. From home, tap Apps > Settings.
2. Tap Security > Install from SD card.
3. Select the certificate file you need to install. Only certificates that you have not installed are displayed.
4. If prompted, enter the certificate password and tap OK.
5. Enter a name for the certificate and tap OK.

**Note:** If you have not set a PIN or password for your phone, you are prompted to set one up.

Add a VPN Connection
Use the VPN settings menu to add a VPN connection to your phone.

1. From home, tap Apps > Settings.
2. Tap More > VPN.
   - The VPN settings window appears.
3. Tap Add VPN profile, and then enter the information for the VPN you want to add.
• Information may include Name, Type, Server address, PPP encryption (MPPE), and advanced options.

• Set up all options according to the security details you have obtained from your network administrator.

4. Tap **Save**.

  ❖ Your VPN is added to the VPN settings window.

**Connect to or Disconnect from a VPN**

Once you have set up a VPN connection, connecting and disconnecting from the VPN is easy.

**Access the VPN Settings Window**

1. From home, tap **Apps** > **Settings**.

2. Tap **More** > **VPN**.

  ❖ The VPN settings window appears.

**Connect to a VPN**

1. From the VPN settings window, tap the VPN that you want to connect to.

2. When prompted, enter your login credentials, and then tap **Connect**.

  ❖ You will connect to the selected VPN.

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

3. Open the Web browser to access resources such as intranet sites on your corporate network.

**Disconnect from a VPN**

1. Pull down the status bar to open the notification panel.

2. Tap the VPN connection to return to the VPN settings window.

3. Tap the VPN connection to disconnect from it.
- Your phone disconnects from the VPN.
  - When your phone has disconnected from the VPN, you will see a VPN disconnected icon in the notification area of the status bar.

**Network Settings Reset**

You can reset Wi-Fi, Bluetooth, and mobile data settings. All network settings previously saved are deleted, such as saved Wi-Fi networks and passwords, paired Bluetooth devices, network preference, and more.

1. From home, tap **Apps** > **Settings**.
2. Tap **More** > **Network settings reset** > **Reset settings** > **Reset settings**.
   - If you have set a screen lock (pattern, PIN, or password), you need to draw the pattern or enter the PIN/password first.
   - All network settings are reset to the default mode.
# Device Settings

The following topics outline the device settings options available on your phone, including sounds, display, applications, and more.

## Display Settings

Use the phone’s display settings menu to adjust items such as wallpaper, brightness, screen timeout, and more.

### Display Settings Overview

The display settings menu allows you to configure the following options:

<table>
<thead>
<tr>
<th>Display Setting</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brightness level</td>
<td>Set the screen brightness</td>
</tr>
<tr>
<td>Adaptive brightness</td>
<td>Set whether to automatically adjust the screen brightness for available light</td>
</tr>
<tr>
<td>Wallpaper</td>
<td>Set wallpaper for the home screen or the lock screen</td>
</tr>
<tr>
<td>Sleep</td>
<td>Set a screen timeout duration</td>
</tr>
<tr>
<td></td>
<td><strong>Note:</strong> Longer durations discharge the battery more quickly.</td>
</tr>
<tr>
<td>Press power button twice for camera</td>
<td>Quickly open the Camera app by pressing the <strong>Power/Lock</strong> key twice even when the screen is locked</td>
</tr>
<tr>
<td>Screen saver</td>
<td>Manage the screensaver of colors or photos</td>
</tr>
<tr>
<td>Ambient display</td>
<td>Wake the screen when new notifications arrive</td>
</tr>
<tr>
<td>Font size</td>
<td>Set font size for display</td>
</tr>
<tr>
<td>Display size</td>
<td>Make items on the screen, including fonts, icons and images, smaller or larger</td>
</tr>
<tr>
<td>When device is rotated</td>
<td>Set whether to allow the screen to rotate the display with the phone orientation, where applicable</td>
</tr>
<tr>
<td>Cast</td>
<td>Connect with TVs, projectors or other devices that support wireless display and project your phone’s content wirelessly to that device. You need to turn on Wi-Fi first. For detailed introduction, please refer to the device manual.</td>
</tr>
</tbody>
</table>
Pulse notification light
Set whether to flash the indicator light beneath the **Home** key to notify you of missed calls, new messages, and other events

Accelerometer Calibration
Calibrate the phone's accelerometer when you detect any error during use

Navigation key light duration
Control the back light duration of **Home** , **Back** , and **Recent Apps**

**Access Display Settings**

1. From home, tap **Apps** > **Settings**.
2. Tap **Display**.
3. Set your display options.
   - Your display settings are saved and applied.

**Notifications Settings**
The Notifications menu lets you manage the notification settings for each application.

**Access Notifications Settings**

1. From home, tap **Apps** > **Settings**.
2. Tap **Notifications**.

![Device Settings](image)

3. Tap an app to manage its notification settings.

   – or –

   Tap ![ ](image) to set the notification behavior on the lock screen for all apps.

   – or –

   Tap **Menu** ![ ](image) to display/hide system apps or reset all notification preferences.

   ➤ Your notifications settings are saved and applied.

**Manage Notifications Settings for An Application**

1. From home, tap **Apps** ![ ](image) > **Settings** ![ ](image).

2. Tap **Notifications**.

3. Tap an application to access its notification preferences. The following options may be available.

   - **Block all**: Never show notifications from this app.

   - **Show silently**: Show notifications but without sound, vibration, or peeking into the current screen.

   - **Override Do Not Disturb**: Let notifications continue to interrupt when Do not disturb mode is set to Priority only.
Sound Settings
The sound settings menu lets you control your phone’s audio, from ringtones and volume to tap tones and vibration.

Sound Settings Overview
The sound settings menu allows you to configure the following options:

<table>
<thead>
<tr>
<th>Sound Setting</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Volume</td>
<td>Set volume for media, alarms, ringtones, and notifications</td>
</tr>
<tr>
<td>Dolby Audio</td>
<td>Manage Dolby Audio feature and settings</td>
</tr>
<tr>
<td>Notification mode</td>
<td>Select the sound and vibration mode of notification</td>
</tr>
<tr>
<td>Do not disturb</td>
<td>Set silence and interruption rules. See Do Not Disturb Mode</td>
</tr>
<tr>
<td>Phone ringtone</td>
<td>Set your phone’s default ringtone</td>
</tr>
<tr>
<td>Default notification ringtone</td>
<td>Set the default tone for phone notifications</td>
</tr>
<tr>
<td>Default alarm ringtone</td>
<td>Set the default tone for alarms</td>
</tr>
<tr>
<td>Emergency broadcasts</td>
<td>Manage cell broadcast settings</td>
</tr>
<tr>
<td>Vibrate pattern</td>
<td>Set the pattern of vibration when vibration is enabled for notifications</td>
</tr>
<tr>
<td>Other sounds</td>
<td>Manage system sounds including dial pad tones, screen lock sounds, charging sounds, touch sounds, vibration on tap, emergency tone, and power up tone</td>
</tr>
</tbody>
</table>

Access Sound Settings

1. From home, tap Apps > Settings.
2. Tap Sound.

![Settings menu screenshot]

3. Set your sound options.

- Your sound settings are saved and applied.

**Apps Settings**
Check installed applications.

**Applications Settings Overview**

Tap an installed application in the Apps settings menu to see its information and access options that may include the following.

<table>
<thead>
<tr>
<th>Apps Setting</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Force stop</td>
<td>Stop the application</td>
</tr>
<tr>
<td>Uninstall</td>
<td>Uninstall the application</td>
</tr>
<tr>
<td>Disable/Enable</td>
<td>Disable or enable the application</td>
</tr>
<tr>
<td>Storage</td>
<td>Check the storage information and clear app data or cache</td>
</tr>
<tr>
<td>Data usage</td>
<td>Check how much data has been used by the app during the time cycle, restrict background data for the app, or allow unrestricted data access when Data saver is on</td>
</tr>
<tr>
<td>Permissions</td>
<td>Check or change the app permissions</td>
</tr>
<tr>
<td><strong>Notifications</strong></td>
<td>Manage the app notifications in the notification panel and the lock screen. You can block or mute notifications from an app, hide them on the lock screen, or allow them to interrupt in Do not disturb mode</td>
</tr>
<tr>
<td>-------------------</td>
<td>--------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Open by default</strong></td>
<td>Check the app's supported links and set whether to open the links in the app, and clear the app's defaults</td>
</tr>
<tr>
<td><strong>Battery</strong></td>
<td>Check the battery use details of the app since last full charge</td>
</tr>
<tr>
<td><strong>Memory</strong></td>
<td>Check how much memory has been used by the app</td>
</tr>
<tr>
<td><strong>Draw over other apps</strong></td>
<td>Allow or forbid the app to display on top of other apps you're using</td>
</tr>
<tr>
<td><strong>Modify system settings</strong></td>
<td>Allow or forbid the app to modify system settings</td>
</tr>
</tbody>
</table>

**Access Applications Settings**

1. From home, tap **Apps > Settings**.
2. Tap **Apps**.
3. Tap an app to configure its options.

**Storage Settings**

The storage settings menu lets you manage internal storage on your phone and provides choices for an optional SD card (not included).
Storage Settings Overview

The storage settings menu allows you to configure the following options:

<table>
<thead>
<tr>
<th>Storage Setting</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Save location</td>
<td>Set the default location for new data, such as files downloaded, photos captured, and voice recorded</td>
</tr>
<tr>
<td>Device storage</td>
<td>View the available device storages (such as the phone storage) and manage their spaces and use</td>
</tr>
<tr>
<td>Portable storage</td>
<td>View the available portable storages (such as an SD card) and manage their spaces and use</td>
</tr>
</tbody>
</table>

Access Storage Settings

1. From home, tap Apps > Settings.
2. Tap Storage.
3. Tap an item and configure the settings you need.

Battery Settings

Monitor your phone’s battery usage through this settings menu. View which functions are consuming your battery’s charge and at what percentage. You can also use the Battery saver or optimize apps to improve battery life.
1. From home, tap **Apps > Settings**.

2. Tap **Battery**.

![Settings](image)

3. Tap items to view details.

   - Check your battery condition and access additional options.

**Memory Setting**

Monitor the average memory use and performance of your phone.

To access memory setting:

1. From home, tap **Apps > Settings**.
2. Tap **Memory**.

![Settings Menu]

3. Tap the time duration to check average memory use during that time.
   - To check the memory use breakdown by apps, tap **Memory used by apps**.

**Users Settings**

The Users settings allow you to share your phone with others by creating up to three additional user accounts. Each user has their own storage space, wallpaper, screen lock and so on.

1. From home, tap **Apps > Settings**.
2. **Tap Users.**

3. **Manage your user settings as needed.**

### User Settings Operations

- **Set up a New User:** In the Users screen, tap *Add user > OK > Set up now* and follow the prompts on the screen.

  **Note:** You can add new users from the notification panel when the screen is locked. Switch on *Add users* to turn on this feature.

- **Delete a User:** In the User screen, tap next to the user and select *Remove user > Delete.*

  **Note:** A Guest account is available by default in case anyone needs to use your phone temporarily. This user account cannot be deleted.
Note: When other users is finished using your phone, he or she can tap Menu > Delete <user name> from this device > Delete in the User screen to delete the account and related data from your phone.

- Manage Users’ Authority to Use Phone Call and Messaging: In the Users screen, tap next to the user and tap Turn on phone calls & SMS.

- Switch Users: In the Users screen, tap the user name you want to switch to.

Note: You can switch users in the quick settings menu. Pull down the status bar to display the notifications panel. Swipe down again and tap the user icon at the top to select users.

Call Settings
The Call settings allow you manage call related options, including Voicemail, Wi-Fi calling, DTMF tones, Voice privacy, Plus code dialing, and Dial assist.

1. From home, tap Apps > Settings.

2. Tap Call settings.

3. Tap an item to manage your call settings. See Phone App Settings.

Connect to PC Settings
The Connect to PC settings menu lets you select the USB connection type between your phone and PC. For more information, see Transfer Files between Your Phone and a Computer.
Access Connect to PC Settings

1. From home, tap Apps > Settings > Connect to PC.

2. Tap one USB connection type.

**Note:** Uncheck Don't ask me again to be prompted to select a connection type each time you connect the phone to a PC.
Personal Settings

The following topics cover your phone’s personalization settings, including location privacy and access, security, accounts, Google, language & input, navigation key, and backup and reset options.

Location Settings

Your Location settings menu lets you select how your phone determines its location (using the wireless networks, GPS satellites, both, or neither).

Location Settings Overview

Your Location settings menu allows you to configure the following options.

<table>
<thead>
<tr>
<th>Location Setting</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mode</td>
<td>Select a locating method: High accuracy, Battery saving, or Device only</td>
</tr>
<tr>
<td>Location services</td>
<td>Manage installed location services such as Qualcomm® IZat™ hardware accelerated location and Google Location History</td>
</tr>
<tr>
<td>Recent location requests</td>
<td>Check the applications that recently used location services</td>
</tr>
</tbody>
</table>

Enable Location Services

Before using any features that require location assistance, you must enable your phone’s location services.

1. From home, tap Apps ➤ Settings.
2. Tap Location.

3. Tap the location switch to toggle Location services on or off.
   - Your phone’s location services are enabled or disabled.
     - If you see a confirmation, follow the onscreen instructions to connect.

Access Location Settings

1. From home, tap Apps > Settings.
2. Tap Location.
3. Configure the desired settings.
   - Your location settings are applied and saved.

Security Settings

The Security settings menus let you set screen lock options, password visibility, administrator settings, credential storage options, and other advanced options.

Security Settings Overview

The following table outlines the settings available through the Security settings menu:

<table>
<thead>
<tr>
<th>Security Setting</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Screen lock</td>
<td>Protect your phone with a screen lock that you must input to use the phone</td>
</tr>
<tr>
<td>Feature</td>
<td>Description</td>
</tr>
<tr>
<td>----------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Fingerprint</strong></td>
<td>Register your fingerprint for unlocking the phone and quick-open apps, or manage other fingerprint functions that do not need verification.</td>
</tr>
<tr>
<td><strong>Smart Lock</strong></td>
<td>Keep the phone unlocked when connected to trusted devices, in trusted places, unlocked by trusted faces or voices, or as long as you keep holding or carrying the device.</td>
</tr>
<tr>
<td><strong>Note:</strong></td>
<td>You need to sign in to your Google Account on the phone to use this feature.</td>
</tr>
<tr>
<td><strong>Encrypt phone</strong></td>
<td>Encrypt all data on your phone. This feature is enabled by default and you can use it to further protect your phone while setting a screen lock by requiring your pattern, PIN, or password before the phone starts up. See Screen Lock.</td>
</tr>
<tr>
<td><strong>Set up SIM card lock</strong></td>
<td>Turn on/off nano-SIM card lock or manage the PIN.</td>
</tr>
<tr>
<td><strong>Make passwords visible</strong></td>
<td>Toggle to show or hide passwords when entering form data.</td>
</tr>
<tr>
<td><strong>Device administrators</strong></td>
<td>View or turn off device administrators.</td>
</tr>
<tr>
<td><strong>Unknown sources</strong></td>
<td>Allow or deny installation of apps from sources other than the Google Play store app.</td>
</tr>
<tr>
<td><strong>Storage type</strong></td>
<td>Check the credential storage type.</td>
</tr>
<tr>
<td><strong>Trusted credentials</strong></td>
<td>Display trusted CA certificates.</td>
</tr>
<tr>
<td><strong>User credentials</strong></td>
<td>View and modify stored credentials.</td>
</tr>
<tr>
<td><strong>Install from SD card</strong></td>
<td>Install certificates from the phone storage or an optional installed SD card.</td>
</tr>
<tr>
<td><strong>Clear credentials</strong></td>
<td>Clear the credential storage and delete all certificates.</td>
</tr>
<tr>
<td><strong>Trust agents</strong></td>
<td>View or deactivate trust agents.</td>
</tr>
<tr>
<td><strong>Screen pinning</strong></td>
<td>Keep a screen of your choice in view, so that others cannot switch to other apps and access your personal information.</td>
</tr>
<tr>
<td><strong>Apps with usage access</strong></td>
<td>Turn on or off some apps’ access to your phone usage information.</td>
</tr>
</tbody>
</table>

**Access Security Settings**

1. From home, tap **Apps > Settings**.
2. Tap **Security**.

![Settings](image)

- The Security settings menu opens.

3. Set your security options.

- Your security settings are applied and saved.

**Screen Lock Settings**

The screen lock settings let you set your method for unlocking your phone, customize lock screen options, and enter your owner information to be displayed on the lock screen.

**Screen Lock**

You can increase the security of your phone by creating a screen lock. When enabled, you have to draw the correct unlock pattern on the screen, enter the correct PIN, or enter the correct password to unlock the phone’s control keys, buttons, and touchscreen.

In order from least secure to most secure, the available screen lock options are:

- None
- Long press
- Pattern
- PIN
- Password

**Important:** To protect your phone and data from unauthorized access, it is recommended that you use the highest security level available (Password protection). It is also recommended you frequently change your password to ensure the safety of your phone and personal data.
Access Screen Lock Settings

1. From home, tap **Apps** > **Settings**.
2. Tap **Security** > **Screen lock**.

![Screen Lock Settings Menu]

- The Screen lock settings menu opens.

Use Long Press to Unlock the Screen

- From the Screen lock menu, tap **Long press** to save the setting.
- The screen lock is set.

Use a Screen Unlock Pattern

1. From the Screen lock menu, tap **Pattern**.
2. Choose whether you want to further protect your phone with the screen lock before it starts up.

![Secure Start-up]

3. Draw the screen unlock pattern by connecting at least four dots in a vertical, horizontal, or diagonal direction. Lift your finger from the screen when finished.
The phone records the pattern.

4. Tap Continue.

5. When prompted, draw the screen unlock pattern again, and then tap Confirm.

   - The screen unlock pattern is saved.

6. Choose how to show notifications on the lock screen and then tap Done.

   - The screen lock is set.

   - If you fail to draw the correct unlock pattern on the screen after five attempts, you will be prompted to wait for 30 seconds before you can try again.

**Note:** Tap ☰ in the Security settings screen and turn off the Make pattern visible switch if you do not want the unlock pattern to display on the screen when you unlock it.
Note: To change your unlock screen pattern, from home, tap Apps > Settings > Security > Screen lock.

Use a Screen Unlock PIN

1. From the Screen lock menu, tap PIN.
2. Choose whether you want to further protect your phone with the screen lock before it starts up.
3. Enter a PIN, tap Continue, re-enter your PIN, and tap OK to save the setting.
   - The screen lock is set.
   - If you fail to enter the correct PIN after five attempts, you will be prompted to wait for 30 seconds before you can try again.

Use a Screen Unlock Password

1. From the Screen lock menu, tap Password.
2. Choose whether you want to further protect your phone with the screen lock before it starts up.
3. Enter a password, tap Continue, re-enter your password, and tap OK to save the setting.
   - The screen lock is set.
   - If you fail to enter the correct password after five attempts, you will be prompted to wait for 30 seconds before you can try again.

Important: To protect your phone and data from unauthorized access, it is recommended that you use the screen unlock password (highest security). It is also recommended that you frequently change your password to ensure the safety of your phone and personal data.

Disable the Screen Lock

Follow the instructions below to turn off your current screen lock.

1. From home, tap Apps > Settings > Security.
   - The Security settings menu opens.
2. Tap Screen lock.
3. Draw your unlock screen pattern, enter your PIN, or enter your password.
4. Tap None.
   - The screen lock is disabled.

Note: If you fail to enter the correct password after five attempts, you will be prompted to wait for 30 seconds before you can try again.
Fingerprint Settings

The Fingerprint settings menu lets you register up to five fingerprints with the fingerprint sensor on the back of the phone, and use them to unlock the phone or open designated apps. You can also tap the fingerprint sensor to take photos and answer calls.

**Note:** The fingerprint feature is only usable when the screen lock (Pattern, PIN or Password) is enabled. When the screen lock is reset to None or Long press, all registered fingerprints are erased.

Register a Fingerprint

Before using your fingerprint for unlocking the phone or opening designated apps, you need to register at least one fingerprint.

1. From home, tap **Apps > Settings > Security**.

   > The Security settings menu opens.

2. Tap **Fingerprint**.

   - If you have set a pattern, PIN, or password as the screen lock, follow the screen prompt to input it.

   - If you have not set a pattern, PIN, or password as the screen lock, follow the screen prompt to set one up as the backup screen lock method.

3. Tap **Register** or **Fingerprint > Add fingerprint**.

4. Follow the prompts to put your finger on the fingerprint sensor to record the center and then the edges of the finger.

5. Tap **OK**.
The fingerprint is successfully recorded. You can now use it to unlock the phone or open a designated app.

Tip: In the Fingerprint management screen, tap an existing fingerprint record to change its name or delete it.

Set Fingerprint Actions

- From the Fingerprint screen home, tap the switches next to Wake up and unlock your phone, Take photo, or Answer call, or tap Quick-open app to assign an app to each registered fingerprint.
  - **Wake up and unlock your phone**: When the screen lock (Pattern, PIN or Password) is enabled, you can wake up the phone and unlock it with a registered fingerprint.
  - **Quick-open app**: When the screen lock (Pattern, PIN or Password) is enabled, you can unlock the phone and open different apps with different registered fingerprints.
  - **Take photo**: Press the fingerprint sensor with any finger (registered or not) to take a photo when the Camera app is opened.
  - **Answer call**: Press the fingerprint sensor with any finger (registered or not) to answer incoming calls.

Accounts Settings

The Accounts settings menu lets you add and manage all your email, social networking, and picture and video sharing accounts.

Set Up a New Account

You can sign in to your existing accounts on your phone. Some types of accounts (such as Google account) also allow you to create a new account right on your phone.

1. From home, tap Apps > Settings.
2. Tap Accounts > Add account.

An Add an account window appears.

3. Tap an account type and then follow the onscreen instructions to add the required account information.

The account is added to the accounts list.

Manage Existing Accounts
You can manage existing accounts on your phone by setting synchronization, notification, and other options.

1. From home, tap Apps > Settings > Accounts.
2. Tap an account type.
3. Tap an account in the category.
   The account settings menu appears.
4. Select your account settings.
   The account options are updated.

Languages & Input Settings
Your phone’s languages & input settings let you select a language for the phone’s menus and keyboards, select and configure keyboard settings, configure speech input and output settings, and set your phone’s mouse/trackpad options.
Languages & Input Settings Overview

You can set the following options in the Languages & input settings menu:

<table>
<thead>
<tr>
<th>Languages and Input Setting</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Languages</td>
<td>Set the language for your keyboards and menus</td>
</tr>
<tr>
<td>Spell checker</td>
<td>Turn on or off the feature and configure Google Spell Checker options to check for spelling errors when entering text</td>
</tr>
<tr>
<td>Personal dictionary</td>
<td>Add words to a personal phone dictionary to improve word suggestion and spell check when entering text</td>
</tr>
<tr>
<td>Virtual keyboard</td>
<td>Access settings for onscreen virtual keyboards and enable/disable installed input methods</td>
</tr>
<tr>
<td>Physical keyboard</td>
<td>Access settings for physical keyboard assistance</td>
</tr>
<tr>
<td>Text-to-speech output</td>
<td>Set text-to-speech options</td>
</tr>
<tr>
<td>Pointer speed</td>
<td>Set the speed of the pointer for a mouse/trackpad</td>
</tr>
</tbody>
</table>

Access Language and Input Setting Options

1. From home, tap Apps > Settings.
2. Tap Languages & input.
The Languages and input settings menu opens.

3. Set options.

The languages and input settings are applied and saved.

Language and Input Options

Some of the language and input options are detailed below.

- **Set the Display Language**: From the Languages & input settings menu, tap Languages and then drag next to the language you need to the top. Tap **Add a language** to add more languages to the list.

- **Set Onscreen Input Method**: From the Languages & input settings menu, tap Virtual keyboard and then tap an input method.

- **Enable Voice Input**: From the Languages & input settings menu, tap Virtual keyboard > Manage keyboards and toggle the **Google voice typing** option on or off.

- **Set Google Keyboard Options**: From the Languages & input settings menu, tap Virtual keyboard > Google Keyboard and configure your keyboard options.

- **Set Options for Text-to-Speech Output**: From the Languages & input settings menu, tap Text-to-speech output, tap a settings option, and follow the onscreen instructions.

- **Set Speed of Pointer for Mouse/Trackpad**: From the Languages & input settings menu, tap Pointer speed, drag the bar to adjust the speed, and tap OK.

Navigation Key Setting

The Navigation key setting menu allows you to exchange the positions of the **Back** key and the **Recent Apps** key.

To swap the positions of the two keys:
1. From home, tap Apps > Settings > Navigation key.

2. Tap an option.

**Backup & Reset**

Your phone’s Backup & reset menu lets you back up your phone’s data and settings to Google servers before resetting your phone to the original factory settings. The Factory data reset erases all data from the phone’s application storage, including:

- Your Google Account
- All other email and social networking accounts
- System and application data and settings
- Downloaded applications

**Backup and Reset Overview**

The following options are available in the Back up and reset menu:

<table>
<thead>
<tr>
<th>Backup and Reset Option</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Back up my data</td>
<td>Enable backup for application data, Wi-Fi passwords, and other settings to Google servers</td>
</tr>
<tr>
<td>Backup account</td>
<td>Select the account used to back up data</td>
</tr>
<tr>
<td>Automatic restore</td>
<td>When reinstalling an application, backed up settings and data will be restored</td>
</tr>
</tbody>
</table>
Factory data reset | Reset all settings and delete all data on phone

- Performing a factory data reset erases all data on the phone. It is recommended that you back up important data before performing a factory data reset.
- Erased information cannot be restored. Only erase data after you are sure you have saved everything you need.

Access Backup and Reset Options

1. From home, tap Apps > Settings.
2. Tap Backup & reset.

- The Backup & reset menu opens.
3. Set options.

- The backup and reset settings are applied and saved.
  - If you’re performing a Factory data reset, follow the prompts to confirm the data removal. The phone will erase all data and reboot.

Factory Data Reset

Tip: Before performing a factory data reset on your phone, you may want to unmount an installed SD memory card to avoid losing any data you may have stored on it. From home, tap Apps > Settings > Storage and tap Unmount next to the name of your SD card.

1. From the Backup & reset menu, tap Factory data reset.
2. Read the factory data reset information page and tap **Reset phone**.

3. Tap **Erase everything**.

   ![Factory data reset](image)

   - Your phone will power down and reset itself, which may take up to 10 minutes.
   - Once the phone has reset, it will run through the Hands Free Activation and update processes again. When finished, you will see the Welcome screen and Setup application. See **Complete the Setup Screens** to start over.
System Settings

The following topics detail your phone’s system settings options, including date & time, accessibility settings, printing, system updates, and device information.

Date & Time Settings

Use the date & time settings menu either to automatically use the network-provided date and time or manually set these values, as well as select a time format.

Date and Time Overview

The following date and time options may be configured:

<table>
<thead>
<tr>
<th>Date and Time Option</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Automatic date &amp; time</td>
<td>Set the date and time automatically via the connected mobile network</td>
</tr>
<tr>
<td>Automatic time zone</td>
<td>Set the time zone automatically via the connected mobile network</td>
</tr>
<tr>
<td>Set date</td>
<td>Set the date manually (only available when Automatic date &amp; time option is disabled)</td>
</tr>
<tr>
<td>Set time</td>
<td>Set the time manually (only available when Automatic date &amp; time option is disabled)</td>
</tr>
<tr>
<td>Select time zone</td>
<td>Set the time zone manually (only when Automatic time zone is disabled)</td>
</tr>
<tr>
<td>Use 24-hour format</td>
<td>Enable or disable 24-hour format</td>
</tr>
</tbody>
</table>

Access Date and Time Options

1. From home, tap Apps > Settings.
2. Tap **Date & time**.

3. Set available date and time options.

   - Your date and time settings are applied and saved.

**Accessibility Settings**

The accessibility menu lets you enable and manage accessibility-related applications.

**Accessibility Settings Overview**

The following accessibility options may be configured:

<table>
<thead>
<tr>
<th>Accessibility Option</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>TalkBack</td>
<td>Set the TalkBack service to help blind or low-vision users access the phone</td>
</tr>
<tr>
<td>Switch Access</td>
<td>Set Switch Access to allow you to control the phone using configurable key combinations</td>
</tr>
<tr>
<td>Gadget Guardian</td>
<td>Protect your device and personal information by enabling safe browsing</td>
</tr>
<tr>
<td>Captions</td>
<td>Set the language, text size, and style for the captions</td>
</tr>
<tr>
<td>Magnification gesture</td>
<td>Set whether to allow zooming in and out the screen content by triple-tapping the screen</td>
</tr>
<tr>
<td>Font size</td>
<td>Set font size for display</td>
</tr>
<tr>
<td>Feature</td>
<td>Description</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Display size</td>
<td>Make items on the screen, including fonts, icons and images, smaller or larger</td>
</tr>
<tr>
<td>Click after pointer stops moving</td>
<td>If you use a mouse with the phone, set whether to let the mouse automatically click after you stop moving it</td>
</tr>
<tr>
<td>High contrast text</td>
<td>Set whether to display onscreen text with higher contrast</td>
</tr>
<tr>
<td>Power button ends call</td>
<td>When enabled, you can press the <strong>Power/Lock</strong> key to end phone calls without turning the screen off</td>
</tr>
<tr>
<td>Auto-rotate screen</td>
<td>Set whether to allow the screen to rotate the display with the phone orientation, where applicable</td>
</tr>
<tr>
<td>Speak passwords</td>
<td>Get spoken feedback while typing passwords</td>
</tr>
<tr>
<td>Large mouse pointer</td>
<td>Display large pointer on the screen when you use a mouse with the phone</td>
</tr>
<tr>
<td>Mono audio</td>
<td>Combine channels when playing audio</td>
</tr>
<tr>
<td>Accessibility shortcut</td>
<td>When this feature is enabled, you can quickly enable accessibility features following the steps prompted on the Accessibility shortcut screen</td>
</tr>
<tr>
<td>Text-to-speech output</td>
<td>Set text-to-speech options</td>
</tr>
<tr>
<td>Touch &amp; hold delay</td>
<td>Adjust the delay required for the phone to notice your “touch &amp; hold” gesture (for example, when you want to move an app to the home screen)</td>
</tr>
<tr>
<td>Audio Type</td>
<td>Set the type of the phone’s audio output</td>
</tr>
<tr>
<td>Sound Balance</td>
<td>Set the sound volume balance</td>
</tr>
<tr>
<td>Physical key vibrating</td>
<td>Set whether to let the phone vibrate when you press the physical buttons (the <strong>Power/Lock</strong> key and the <strong>Volume</strong> keys)</td>
</tr>
<tr>
<td>Notification reminder</td>
<td>Set whether to remind you of notifications</td>
</tr>
<tr>
<td>Color inversion</td>
<td>Set whether to display screen content with its colors inverted</td>
</tr>
<tr>
<td>Color correction</td>
<td>Set whether to correct color on the screen for color-blind users</td>
</tr>
</tbody>
</table>

**Access Accessibility Options**

1. From home, tap **Apps > Settings**.
2. Tap **Accessibility**.

3. Set available accessibility options.
   - Your accessibility settings are applied and saved.

**Printing**

The Printing menu lets you configure Google’s Cloud Print service. You can connect your printer to your Google Account and then add the printer on your phone in the Printing menu. After that, you can send documents, pictures, emails, or web pages from your phone to the printer wirelessly and have them printed out.

**Connect Your Printer to Your Google Account**

How you connect your printer to your Google Account depends on the type of your printer.

For traditional printers, follow the steps below.

1. Connect the printer to your computer and install necessary software so that the printer is ready for printing.

2. Open the Chrome Web browser on the computer and go to the Settings page.

3. Click **Add printers** and follow the prompts to add the printer to your Google Account. You need to sign in to your Google Account in Chrome.

For Cloud Ready Printers, you can connect it to the Internet and register it to your Google Account directly without using a computer.

**Use Cloud Print on Your Phone**

To use Google Cloud Print on your phone, you must sign in to your Google Account.
If you haven’t added a printer on the phone or haven’t turned on the Cloud Print feature, tap **Apps > Settings > Printing > Cloud Print** from home to enable this function or add a printer registered to your Google Account.

1. Open a file on the phone and select the option for print. For example, open an image with the Gallery app and tap **Menu > Print**.

2. Select a printer you have added to the phone or tap **> All printers...** to add a printer right away.

3. Configure other print job options, such as number of copies, color, and paper size.
4. Tap **Print** to send the print job wireless to your printer through Google Servers.

**Note:** Instead of selecting a printer, you can also choose to save the file to Google Drive or as a PDF file.

### System Updates
The System updates menu lets you update your PRL (preferred roaming list), your user profile, your Android software, and your phone firmware.

1. From home, tap **Apps > Settings**.

![Settings Menu]

2. Tap **System updates** and select an option and follow the prompts to complete the update.
   - For complete system update information, see [Update Your Phone](#).

### About Phone
The about phone menu lets you access important phone and legal information.

#### About Phone Overview
The following About Phone items may be reviewed or set:

<table>
<thead>
<tr>
<th>About Phone Item</th>
<th>Description</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Status</th>
<th>Check your phone’s status</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>- Battery status and level</td>
</tr>
<tr>
<td></td>
<td>- Brand of the network</td>
</tr>
<tr>
<td></td>
<td>- SIM card status (network, signal strength, mobile network type, service state, roaming, mobile network state, and phone number, and more)</td>
</tr>
<tr>
<td></td>
<td>- IMEI information (MIN, PRL version, MEID, IMEI, and ICCID)</td>
</tr>
<tr>
<td></td>
<td>- IP address</td>
</tr>
<tr>
<td></td>
<td>- Wi-Fi MAC address</td>
</tr>
<tr>
<td></td>
<td>- Bluetooth address</td>
</tr>
<tr>
<td></td>
<td>- Serial number</td>
</tr>
<tr>
<td></td>
<td>- Up time</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Legal information</th>
<th>Check open source license information, Google legal document, warranty, etc.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>4G settings</th>
<th>Check the 4G LTE network provider and your IP address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Model number</td>
<td>Check the phone’s model number</td>
</tr>
<tr>
<td>Android version</td>
<td>Check the Android version number</td>
</tr>
<tr>
<td>Android security patch level</td>
<td>Check the Android security patch level</td>
</tr>
<tr>
<td>Baseband version</td>
<td>Check the phone’s baseband version</td>
</tr>
<tr>
<td>Kernel version</td>
<td>Check the phone’s kernel version</td>
</tr>
<tr>
<td>Build number</td>
<td>Check the current phone software version</td>
</tr>
<tr>
<td>Hardware Version</td>
<td>Check the current phone hardware version</td>
</tr>
</tbody>
</table>

**Access About Phone Options**

1. From home, tap **Apps** 📲 > **Settings** 🌎.
2. Tap **About phone**.

3. Select or view available options.
   - Your phone information is displayed.
Getting Help

The following set of topics will cover troubleshooting tips, phone specifications, and how to contact Virgin Mobile and manage your wireless service.
For Assistance

The following topics address areas of support for your phone, including troubleshooting, specifications, account information, warranty information, and customer service contact information.

Troubleshooting

Check the questions and answers below for troubleshooting solutions for common phone issues.

Check Here First

Problem: Phone freezes/operation is unstable.

Solution: Turn the phone on again. If you are unable to turn the phone off, press and hold the Power/Lock key for about 10 seconds to restart the phone. Data that was being edited is erased after your phone is powered on again.

Problem: Operation is unstable after a new application was installed.

Solution: The newly installed application may be the cause. Uninstall the application in Safe mode. See Uninstall an App. To turn the phone on in Safe mode:

- Press and hold the Power/Lock key > touch and hold Power off, read the disclaimer for safe mode, and then tap OK.
  - After turning the phone on in Safe mode, “Safe Mode” appears at lower left.
  - After restarting in Safe mode, your phone can be powered on as usual.
  - Before turning the phone on in Safe mode, it is recommended that you back up important data.
  - By powering the phone on in Safe mode, added widgets may not be displayed correctly.

Problem: Cannot use phone, mail, or Internet.

Solution 1: Check whether you are where signal is weak or out of service area.

Solution 2: Power the phone on again.

Solution 3: Is the phone in Airplane mode? To check that Airplane mode is canceled:

- From home, tap Apps > Settings > More and tap the Airplane mode slider.

Solution 4: Is data communication disabled? To check that data communication is enabled:

- From home, tap Apps > Settings > Mobile networks and tap the Data Enabled slider.

Solution 5: Is a disabled access point set? To reset to initial settings:
Problem: Battery level goes down quickly.

Solution: Are you where signal is weak or have been out of service area for a long period? Calling where signal is weak or being out of service area uses a lot of Battery.

Problem: Cannot install applications.

Solution: Applications cannot be installed with only a little free space on the phone or SD card. To check free space, see Storage Settings. Applications not supported by your phone cannot be installed.

Problem: Cannot unlock screen.

Solution: Power the phone on again. If you are unable to turn the phone off, press and hold the Power/Lock key for about 10 seconds to restart the phone. Data that was being edited is erased after the phone is powered on again.

Specifications
The following tables list your phone’s and battery’s specifications.

Phone Specifications

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weight</td>
<td>Approx. 203.1 g</td>
</tr>
<tr>
<td>Continuous Talk Time</td>
<td>Approx. 21.4 hours</td>
</tr>
<tr>
<td>Continuous Standby Time</td>
<td>Approx. 714 hours</td>
</tr>
<tr>
<td>Charging Time</td>
<td>Approx. 161 minutes</td>
</tr>
<tr>
<td>Dimensions</td>
<td>Approx. 165.33 x 84.81 x 11.1 mm</td>
</tr>
<tr>
<td>Maximum Output</td>
<td>0.30 W</td>
</tr>
<tr>
<td>Communication Speed</td>
<td>Up to 300 Mbps downlink/up to 100 Mbps uplink</td>
</tr>
<tr>
<td></td>
<td>(theoretical speeds, actual speeds dependent on the network)</td>
</tr>
</tbody>
</table>

Battery Specifications

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
</table>
Voltage | 3.85 V
---|---
Type | Lithium-ion
Capacity | 3990 mAh

**Virgin Mobile Account Information and Help**

Find out about managing your account online and on your phone, buying additional minutes for your plan, and getting help.

For more information about your Virgin Mobile account, as well as other Virgin Mobile services, visit us at: virginmobileusa.com.

**Manage Your Account**

Access information about your account. You can:

- Check your minutes.
- Add money (Top-Up).
- Change plans.
- And more!

**From Your Phone**

Access your account from the special My Account app.

- From home, tap Apps 🎵 > My Account 🌟.

**From Your Computer**

- Log in with your phone number and account PIN at virginmobileusa.com.

**Top-Up Your Account**

Sign up for Auto Pay to keep your service working month after month. Or, you can buy Top-Up cards at thousands of retailers and add money to your account from your phone or by logging in at virginmobileusa.com.

**Auto Pay**

Auto Pay is the easiest way to keep your service working. Once you register your credit card, debit card or PayPal account, you can set it to automatically pay your monthly plan. Then you can keep emailing, IMing, Tweeting with Twitter, surfing, and talking with no interruptions. Set up Auto Pay anytime by logging into My Account at virginmobileusa.com, and adjusting your payment settings.
From Your Phone

- From home, tap Apps 📲 > My Account 📲.

- or -

From home, tap Phone 📞. Dial * 7 2 9 📞.

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## Index

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-way Calling</td>
<td>77</td>
</tr>
<tr>
<td>Accessibility</td>
<td>230</td>
</tr>
<tr>
<td>Accessory Port</td>
<td>4</td>
</tr>
<tr>
<td>Accounts</td>
<td></td>
</tr>
<tr>
<td>Add new</td>
<td>222</td>
</tr>
<tr>
<td>Manage</td>
<td>223</td>
</tr>
<tr>
<td>Activation</td>
<td>18</td>
</tr>
<tr>
<td>Airplane Mode</td>
<td>30</td>
</tr>
<tr>
<td>Alarm</td>
<td>166</td>
</tr>
<tr>
<td>Answer a Call</td>
<td>64</td>
</tr>
<tr>
<td>Apps</td>
<td></td>
</tr>
<tr>
<td>Find and install</td>
<td>40</td>
</tr>
<tr>
<td>Request refunds</td>
<td>41</td>
</tr>
<tr>
<td>Uninstall</td>
<td>42</td>
</tr>
<tr>
<td>Update</td>
<td>41</td>
</tr>
<tr>
<td>Apps Settings</td>
<td>206</td>
</tr>
<tr>
<td>Auto Rotate Screen</td>
<td>202</td>
</tr>
<tr>
<td>Back Key</td>
<td>4</td>
</tr>
<tr>
<td>Back Up Phone</td>
<td>226</td>
</tr>
<tr>
<td>Battery</td>
<td></td>
</tr>
<tr>
<td>Settings</td>
<td>208</td>
</tr>
<tr>
<td>Bluetooth</td>
<td></td>
</tr>
<tr>
<td>Connect</td>
<td>139</td>
</tr>
<tr>
<td>Receive information</td>
<td>141</td>
</tr>
<tr>
<td>Send information</td>
<td>139</td>
</tr>
<tr>
<td>Settings</td>
<td>190</td>
</tr>
<tr>
<td>Share pictures and videos</td>
<td>152</td>
</tr>
<tr>
<td>Turn on or off</td>
<td>136</td>
</tr>
<tr>
<td>Bookmark</td>
<td>122</td>
</tr>
<tr>
<td>Browser</td>
<td></td>
</tr>
<tr>
<td>Bookmark</td>
<td>122</td>
</tr>
<tr>
<td>History</td>
<td>122</td>
</tr>
<tr>
<td>Launch connection</td>
<td>120</td>
</tr>
<tr>
<td>Settings</td>
<td>123</td>
</tr>
<tr>
<td>Tabs</td>
<td>123</td>
</tr>
<tr>
<td>Calculator</td>
<td>164</td>
</tr>
<tr>
<td>Calendar</td>
<td>157</td>
</tr>
<tr>
<td>Add event</td>
<td>157</td>
</tr>
<tr>
<td>Sync Exchange ActiveSync calendar</td>
<td>161</td>
</tr>
<tr>
<td>View events</td>
<td>159</td>
</tr>
<tr>
<td>Call Log</td>
<td></td>
</tr>
<tr>
<td>Make call from</td>
<td>69</td>
</tr>
<tr>
<td>Call Waiting</td>
<td>76</td>
</tr>
<tr>
<td>Caller ID</td>
<td>75</td>
</tr>
<tr>
<td>Camera</td>
<td>144</td>
</tr>
<tr>
<td>Record video</td>
<td>146</td>
</tr>
<tr>
<td>Settings</td>
<td>155</td>
</tr>
<tr>
<td>Take a picture</td>
<td>145</td>
</tr>
<tr>
<td>Viewfinder</td>
<td>144</td>
</tr>
<tr>
<td>Car Kit</td>
<td></td>
</tr>
<tr>
<td>Connect</td>
<td>139</td>
</tr>
<tr>
<td>Charger Port</td>
<td>4</td>
</tr>
<tr>
<td>Chrome</td>
<td>124</td>
</tr>
<tr>
<td>Clock</td>
<td></td>
</tr>
<tr>
<td>Alarm</td>
<td>166</td>
</tr>
<tr>
<td>Stopwatch</td>
<td>168</td>
</tr>
<tr>
<td>Timer</td>
<td>168</td>
</tr>
<tr>
<td>World Clock</td>
<td>168</td>
</tr>
<tr>
<td>Conference Calling</td>
<td>77</td>
</tr>
<tr>
<td>Contacts</td>
<td>85</td>
</tr>
<tr>
<td>Add contact</td>
<td>85</td>
</tr>
<tr>
<td>Delete</td>
<td>90</td>
</tr>
<tr>
<td>Edit</td>
<td>89</td>
</tr>
<tr>
<td>Import</td>
<td>92</td>
</tr>
<tr>
<td>Make call from</td>
<td>68</td>
</tr>
<tr>
<td>Save a phone number</td>
<td>87</td>
</tr>
<tr>
<td>Share</td>
<td>91</td>
</tr>
<tr>
<td>View</td>
<td>87</td>
</tr>
<tr>
<td>Credentials</td>
<td>216</td>
</tr>
<tr>
<td>Data Usage Settings</td>
<td>195</td>
</tr>
<tr>
<td>Date and Time</td>
<td>229</td>
</tr>
<tr>
<td>Device Administrators</td>
<td>216</td>
</tr>
<tr>
<td>Drag</td>
<td>16</td>
</tr>
<tr>
<td>Editing Text</td>
<td>36</td>
</tr>
<tr>
<td>Email</td>
<td></td>
</tr>
<tr>
<td>Add account</td>
<td>110</td>
</tr>
<tr>
<td>Add Exchange ActiveSync account</td>
<td>112</td>
</tr>
<tr>
<td>Delete account</td>
<td>116</td>
</tr>
<tr>
<td>Manage inbox</td>
<td>116</td>
</tr>
<tr>
<td>Send Gmail</td>
<td>101</td>
</tr>
<tr>
<td>Send message</td>
<td>113</td>
</tr>
<tr>
<td>Setup</td>
<td>109</td>
</tr>
<tr>
<td>Share pictures</td>
<td>150</td>
</tr>
<tr>
<td>View and reply</td>
<td>114</td>
</tr>
<tr>
<td>Emergency Numbers</td>
<td>63</td>
</tr>
<tr>
<td>Encrypt phone</td>
<td>216</td>
</tr>
<tr>
<td>Enhanced 9-1-1 (E 9-1-1)</td>
<td>63</td>
</tr>
<tr>
<td>Enter Text</td>
<td>30</td>
</tr>
<tr>
<td>Exchange ActiveSync</td>
<td></td>
</tr>
<tr>
<td>Add account</td>
<td>112</td>
</tr>
</tbody>
</table>
Features, 117
Extended Home Screen, 51
Facebook, 125
    Share pictures and videos, 153
Factory Data Reset, 227
Files
    Transfer between phone and computer, 128
Flash, 4
Flick, 16
Flickr
    Share pictures, 153
Folders, 58
Font
    Size, 202
Gallery, 147
    View pictures and videos, 147
Gmail
    Archive threads, 104
    Create account, 37
    Delete threads, 106
    Labels, 103
    Mute threads, 105
    New messages, 102
    Read and reply, 102
    Read messages, 103
    Report spam, 107
    Search, 106
    Send message, 101
    Share pictures, 150
    Switch accounts, 108
Google
    Chrome, 124
    Create account, 37
    Sign in, 38
    Voice search, 164
Google Keyboard, 31
Google Maps, 162
Google Play
    Find and install apps, 40
    Help, 43
    Store, 39
Google Play Music, 170
Google Search, 163
Google Voice Typing, 35
Google+
    Share pictures, 153
GPS Satellites, 214
Headset
    Connect, 139
Headset Jack, 4
Home Screen, 50
    Add Folders, 58
    Add Shortcuts, 57
    Add Widgets, 58
    Customize, 56
    Extended, 51
Hotspot, 133
    Settings, 193
Import Contacts, 92
Incoming Call
    Answer, 64
    Reject, 66
Input Settings, 223
Instagram
    Share pictures, 153
Keyboard
    Google keyboard, 31
    Touchscreen, 30
Language Settings, 223
LinkedIn, 126
Location
    GPS satellites, 214
    Wireless networks, 214
Location Services, 214
Lock Key, 4
Maps, 162
Messaging, 95
MMS
    Options, 99
    Send messages, 96
Multimedia Messaging
    Share pictures and videos, 151
Music
    Google Play Music, 170
Notification Icons, 53
Notification Panel, 54
Notifications, 53
Phone
    Dialer, 61
    Phone Calls, 61
    Answer, 63
    Emergency numbers, 63
    Using Call Log, 69
    Using contacts, 68
    Using phone keypad, 61
Phone Layout (illustration), 3
Phone Number
    Save to contacts, 87
Index

Phone Status, 234
Phone Update
  PRL, 48
  Profile, 48
  Software, 44
Pictures
  Edit, 149
  Rotate, 149
  Share via Bluetooth, 152
  Share via email, 150
  Share via Facebook, 153
  Share via Flickr, 153
  Share via messaging, 151
  Take with camera, 145
  View, 147
Pictures
  Share via Google+, 153
  Share via Instagram, 153
Pinch, 17
Play Music, 170
Play Store, 39
  Find and install apps, 40
Power Key, 4
Power Off, 15
Power On, 15
PRL Update, 48
Reject Incoming Call, 66
Reset Network settings, 201
Reset Phone, 227
Ringtones, 205
Rotate, 17
Save a Phone Number, 87
Screen Lock, 217
Screen Rotation, 202
Screen Unlock
  Long press, 218
  Screen Unlock Password, 220
  Screen Unlock Pattern, 218
  Screen Unlock PIN, 220
Search
  Google, 163
Secure Credential Storage, 199
Security Settings, 215
Settings
  Overview, 185
Setup Screens, 18
Share
  Contacts, 91
Slide, 16
Sound Settings, 205
Speaker, 4
Spread, 17
Status Bar, 52
Status Icons, 52
Stopwatch, 168
Storage
  Settings, 207
Swipe, 16
Synchronize
  Exchange ActiveSync, 118
Tap, 15
Tethering, 135
Text Editing, 36
Text Entry, 30
Text Messaging
  Conversations, 98
  Draft messages, 97
  Notifications, 97
  Options, 99
  Send messages, 95
Timer, 168
Touch, 15
Touch and Hold, 16
Touchscreen
  Keyboard, 30
  Turn off, 43
  Turn on, 44
TTY Mode, 83
Turn Device Off, 15
Turn Device On, 15
Twitter, 126
Typing, 30
Videos
  Record, 146
  Share via Bluetooth, 152
  Share via Facebook, 153
  Share via messaging, 151
  Share via YouTube, 154
  View, 147
Visual Voicemail, 70
  Options, 73
  Review, 71
  Set up, 70
  Settings, 73
Voice Search, 164
Voice Typing, 35
Voicemail
  Display name, 74
Greeting, 74
Setup, 69
Volume, 205
   Key, 4
VPN, 198
   Add connection, 199
   Connect or disconnect, 200
   Prepare for connection, 198
   Secure credential storage, 199
Wallpaper, 56
Web
   Launch connection, 120

Widgets, 58
Wi-Fi, 129
   Settings, 187
   Turn on and connect, 129
Wi-Fi Calling, 74
   Settings, 189
Wi-Fi Hotspot, 133
World Clock, 168
YouTube, 181
   Share videos, 154
Zoom, 17