

HUAWEI MATE 8

User Guide



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Personal Information and Data Security

Legal Notice

Exciting new features

Pro camera mode

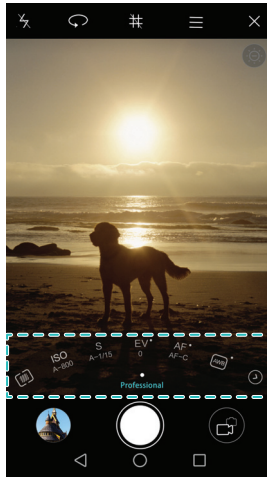
Photography is all about light and composition. When combined effectively, these two elements can produce stunning, soul-stirring images. Pro camera mode lets you fine-tune photos and gives you full control over composition, exposure and shutter speed.

1 Open  **Camera** and touch  > **Professional**.



2 On the Pro camera settings screen, you can enable grid lines or configure parameters such as lighting, exposure and shutter speed. For more information, refer to [Pro camera settings](#).

- **Grid lines:** Touch the  icon at the top of the screen. You can choose from a 3 x 3 grid, a phi grid or a spiral-shaped overlay. These overlays have been designed by professionals to help you compose interesting, professional-looking shots.
- **Shutter speed and exposure control:** Adjust the parameters at the bottom of the screen to produce a perfectly-exposed shot. You can set the ISO, shutter speed, white balance, exposure compensation, focus mode and metering mode.



For more information, refer to [Pro camera mode](#).

Smart fingerprint

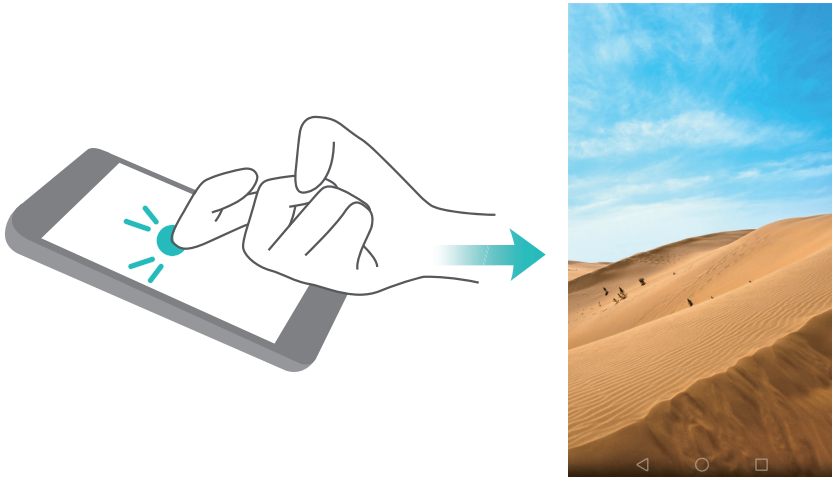
Smart fingerprint makes using your phone even easier. Fingerprints aren't just for unlocking. Touch the sensor with any finger to activate commonly-used features. Say goodbye to tedious screen tapping.

- 1 Open  **Settings** and select **Fingerprint ID**.
- 2 In the **Touch and hold gesture** section, turn on switches for those features you want to enable.
 - **Take photo/video:** When using the camera viewfinder, touch and hold the fingerprint sensor to take a picture.
 - **Answer call:** When you have an incoming call, touch and hold the fingerprint sensor to answer it.
 - **Stop alarm:** When your alarm goes off, touch and hold the fingerprint sensor to disable it.

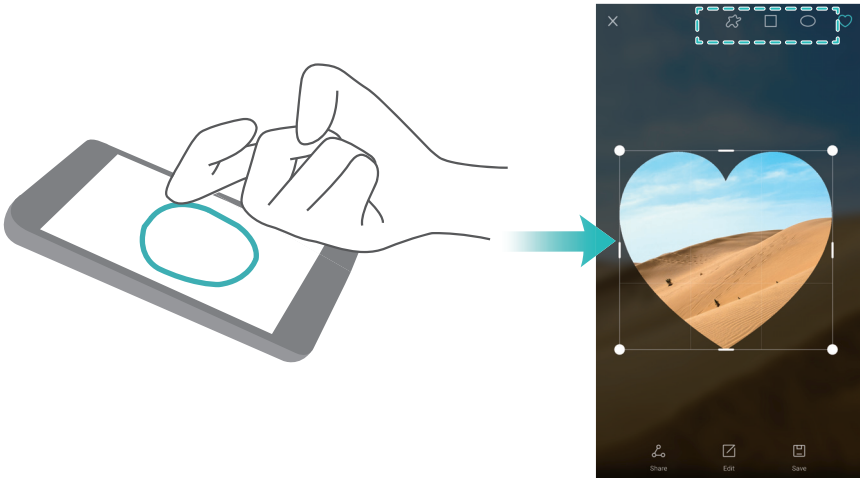
Knuckle screenshots

Want to show off your video game achievements to your friends? Now, you can use a knuckle to take a screenshot of the whole screen or part of it.

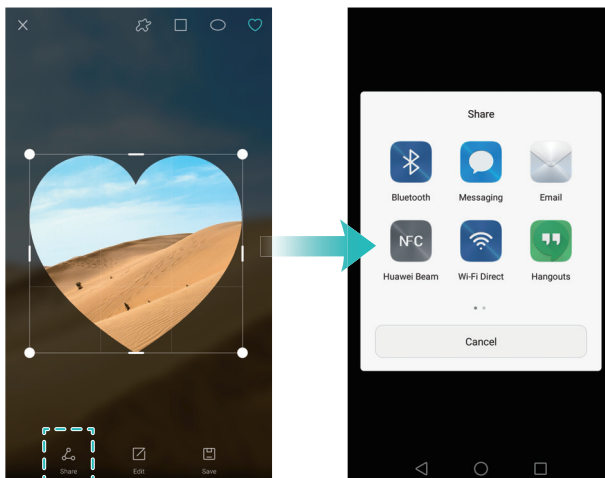
- 1 Open  **Settings** and select **Smart assistance**.
 - 2 Touch **Motion control** > **Smart screenshot** and turn on the **Smart screenshot** switch.
- **Full screenshot:** Knock the screen firmly with your knuckle twice to capture the current screen in full.



- **Partial screenshot:** Knock the screen firmly with your knuckle. Drag your knuckle around the area you want to capture, and then return to the starting point. Your selection is displayed on screen; the area inside the blue line will be captured. You can also select the screenshot box at the top of the screen for different screenshot shapes. Touch  to save a screenshot.



After creating a screenshot, touch **Share** to share it with friends. For more information about sharing, refer to [Sharing images or videos](#).



By default, screenshots are stored in **Gallery**, within the **Screenshots** folder.

Screen recorder

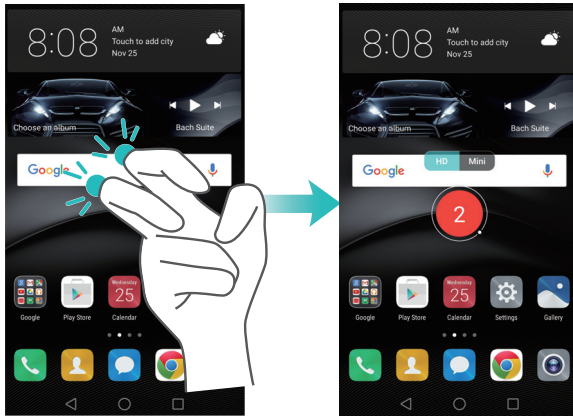
Use the screen recorder feature to teach friends and family how to use phone features or record video game footage.

i Before making a screen recording, ensure your phone is unlocked.

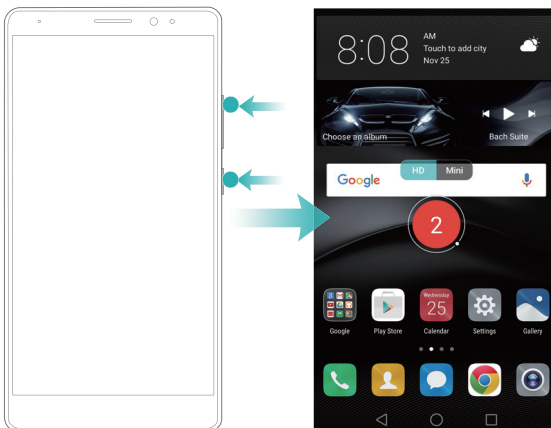
Starting the recording

You can enable screen recorder using one of the following methods:

- Knock the screen twice with two knuckles, and then choose a video format.



- Press the volume up and power buttons simultaneously, and then choose a video format.



i While making a screen recording, you can also record sound by talking into the microphone.

Stopping the recording

You can stop a screen recording using one of the following methods:

- Knock the screen twice with two knuckles.
- Press the volume up and power buttons simultaneously.

By default, video recordings are stored in **Gallery**, within the **Screen recordings** folder.

Sharing screen recordings

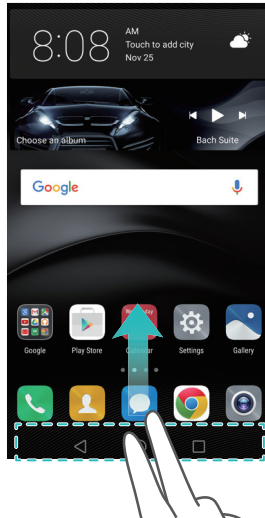
Open  **Gallery**. Touch and hold the recording you want to share, and then touch  to share it with friends.

Opening two apps on one screen

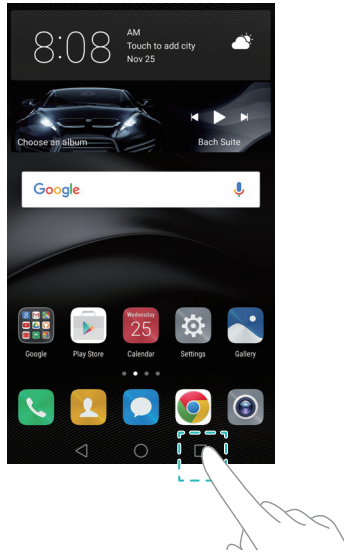
Want to watch a film while you create this week's shopping list? This is now possible with dual windows, a feature that lets you view two apps on screen at once.

You can enable dual windows using one of the following methods:

- Swipe upwards with two fingers from the bottom of the virtual navigation bar.



- Touch and hold  **Recent**.



- Slide a knuckle across the screen horizontally.



In dual windows view, the screen is divided into two windows. You can open one app in each window (for example, open **Videos** in one window and **Notepad** in the other).

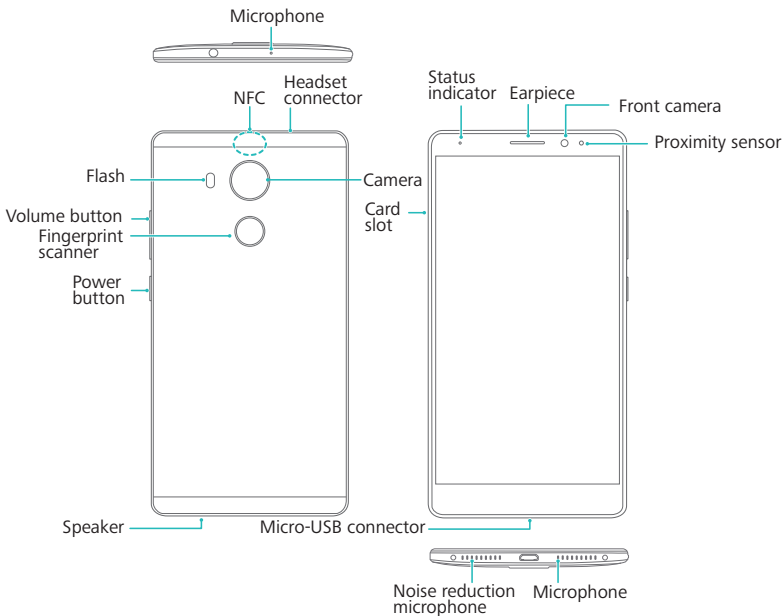
Drag the edge of a window to resize or touch  to open the dual windows menu:

- Touch  to swap the two windows.
- Touch  to switch to the app selection screen.
- Touch  to exit dual windows.

Unboxing your phone

Getting to know your phone

The HUAWEI Mate 8 sports a Kirin 950 processor, a 6-inch full HD screen with 368 ppi, a 4000 mAh battery, a full metal body and a 16 MP rear camera. It comes with the all-new EMUI 4.0 user interface, which offers a whole new range of smart, secure and easy-to-use features.



- i** Do not cover the proximity sensor, as this will affect some of the phone's functions. If you use a screen protector, do not cover the sensor. Use a screen protector that is designed for your phone with a purpose-built hole for the sensor.

Inserting a SIM card and microSD card

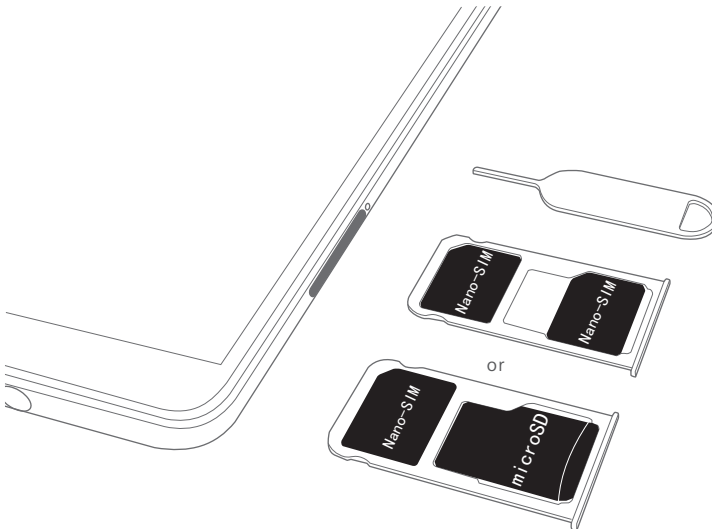
The Mate 8 features a 2-in-1 card slot, which is located on the upper left side of the phone. You can insert two nano-SIM cards, or one nano-SIM card and one microSD card.

Tips:

- Ensure that the card is correctly oriented and keep the card tray level when inserting it into your phone.
- Only use standard nano-SIM cards. Inserting non-standard cards may damage the SIM card tray.
- Be careful not to hurt yourself or damage your phone when using the SIM eject tool.
- Store the SIM eject tool out of the reach of children to prevent them from swallowing it or hurting themselves.

1 Press and hold the power button, and then select  to turn off your phone.

2 To remove the card tray, insert the SIM eject tool included with your phone into the small hole next to the card tray.



3 Insert a SIM card or microSD card into the card tray.

4 Insert the card tray back into your phone in the correct orientation.

Charging your phone

The Mate 8 comes with optimised power management software and a 4000 mAh battery to deliver impressive battery life.

Using your battery

- Your battery can be recharged hundreds of times, but all batteries have a limited lifespan. If you notice a significant deterioration in your phone's battery life, contact an authorised Huawei service centre for a replacement battery. The battery is built into the phone and is not removable. Do not attempt to remove the battery yourself.
- Your phone may become warm after prolonged use or when exposed to high ambient temperatures. This is entirely normal. If your phone becomes hot to touch, stop charging it, and disable unnecessary features. Place your phone in a cool location and allow it to cool down to room temperature. Avoid prolonged contact with the surface of your phone if it becomes hot.
- When charging your phone, only use genuine Huawei batteries, chargers and USB cables. Using third-party accessories may impair your phone's performance and constitutes a safety hazard. Avoid using your phone when it is charging. Do not cover your phone or the power adapter.
- Charging times may vary depending on the ambient temperature and the remaining battery level.
- A low battery warning will be displayed when the battery level is low.
- Your phone will switch off automatically when the battery is nearly empty.

Battery status indicator

The battery status is indicated by your phone's indicator light and the battery icon in the status bar.

- If the status indicator blinks red and the battery icon changes to , the battery level is below 10%.
- The status indicator and the battery icon indicate the battery status during charging. If the status indicator is red and the battery icon is , the battery level is below 10%. If the status indicator is yellow and the battery icon is , the battery level is between 10% and 80%. If the status indicator is green and the battery icon is , the

battery level is between 80% and 100%. If the status indicator is green and the battery icon is , the battery is fully charged and you can unplug the charging cable from your phone.

If your phone does not respond when you press the power button, this indicates that the battery is empty. Charge your battery for at least 10 minutes using a genuine Huawei charger and then turn on your phone.

Turning your phone on and off

Before you can get started with your phone, you need to know how to turn it on and off.

- To turn on your phone, press and hold the power button until your phone vibrates and the screen turns on.
 - To turn off your phone, press and hold the power button, and then touch .
-  If your phone does not respond after holding down the power button for 20 seconds, the battery may be empty. If so, connect your phone to a charger to charge the battery.

Transferring data

Using the Backup app to transfer data

Easy backups help ensure you never lose your data. You can initiate a local backup to copy data to your phone's internal storage or a microSD card.

 Features may vary depending on your network operator.

Backing up data to local storage

- 1 Open  **Backup**.
 - 2 Touch **Encrypt your backup data**.
 - 3 Select the data you want to back up, and then follow the onscreen instructions to perform the backup.
-  If data encryption is selected, enter a password when prompted and ensure you remember it.

 By default, backup data is saved to the **HuaweiBackup** folder in **Files**.

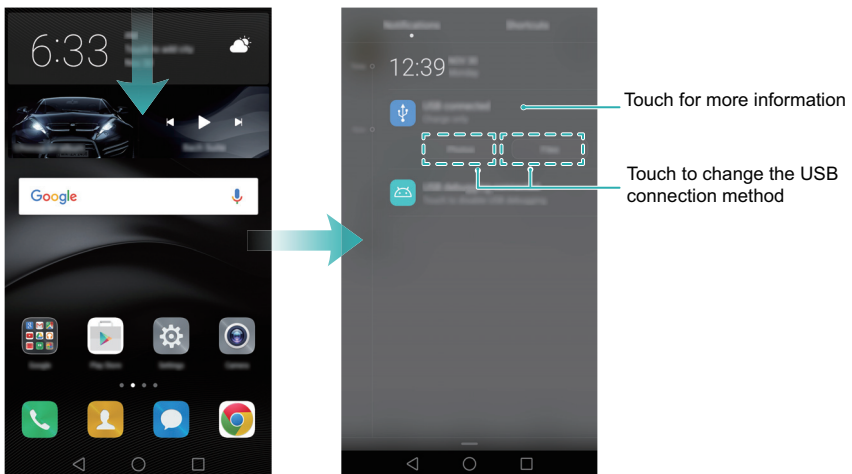
Restoring data from local storage

- 1 Open  **Backup**.
 - 2 Select the backup you want to restore.
-  If the backup data is encrypted, enter the encryption password when prompted.
- 3 Select the data you want to restore, and then touch **Restore**.

Transferring data between your phone and a computer

Use a computer to view photos stored on your phone or transfer files between your phone and a computer.

Connect your phone to a computer using a USB cable. Select **Photos** or **Files**. Your computer will automatically install any necessary drivers. Once installed, double-click the new disk drive that appears to manage files. The drive name should be your phone model.



- **Photos:** View photos that are stored on your phone.
- **Files:** Transfer files between your phone and a computer.
- If no connection type is specified, your phone will remain in charging mode.

Copying contacts from an old phone to a new phone

When you upgrade your phone, one of the first things you need to do is copy contacts from your old device. Below are a number of easy methods you can use to copy contacts from your old phone to your new phone.

SIM card	Use the SIM import feature to copy SIM card contacts to your new phone. For more information, refer to Importing contacts from a SIM card .
Storage device	If both phones support a microSD slot, export your contacts to a microSD card in vCard format on the old phone, and then copy the contacts to the new phone. For more information, refer to Importing contacts from a storage device .
Bluetooth	Enable Bluetooth on both your old and new phones, and transfer contacts wirelessly. For more information, refer to Importing contacts using Bluetooth .
Backup	Use the Huawei Backup app on your old phone to export contacts (if supported) and then use the same app on your new phone to restore them. For details, see Using the Backup app to back up and restore data .
Computer	Sync contacts on your old phone to a computer, and then sync them to a new phone using a phone manager.
Other methods	• Install social media apps and synchronise your contacts. • Log in to your Exchange account and synchronise your contacts.

First use and initial setup

First use

Before using your phone, read the quick start guide that comes with the phone and check that the SIM card is inserted correctly. After you turn on your phone, the system will guide you through the initial setup. Follow the onscreen setup instructions to start using your new phone.

- 1** Select your language and region, and then touch **Next**.
- 2** Proceed to the **Wi-Fi settings** screen. Your phone will automatically detect free Wi-Fi hotspots if there are any nearby. Select the network you want to connect to and then enter the password to access the Internet.
- 3** On the **Terms and Conditions** screen, accept the default settings and touch **Next page**.
- 4** Follow the onscreen instructions to enable Wi-Fi+.
- 5** If your phone has a fingerprint sensor, follow the onscreen instructions to add a fingerprint. After adding a fingerprint, you will also need to create a PIN or password that you can use in combination with your fingerprint to unlock your phone.
- 6** On the **Configuration successful** screen, touch **Begin** to complete the configuration. Wait for a moment and the EMUI interface should launch. You can now start using your phone.

Dual SIM settings

Switch freely between two SIM cards. Manage your work and private life on one device.

 This feature is only available on dual SIM phones.

Open  **Settings** and touch **Dual card management**. You can configure both SIM cards as desired.

 • If you disable a SIM card, you will be unable to use it to make calls, send messages or access the internet.

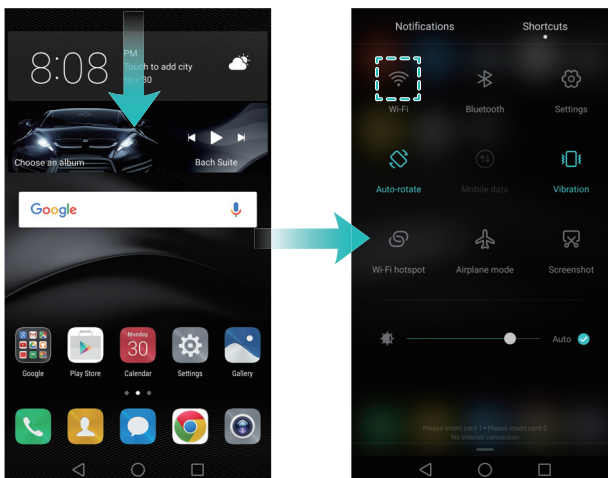
- Select **Dual SIM calling**. You can configure whether you want to select a SIM card manually or use the default SIM card each time you make a call. If you choose to use the default SIM card, your phone will use that SIM card for all outgoing calls.

Connecting to the Internet

Stay connected round the clock with your phone's Wi-Fi or mobile data connection.

Connecting to a Wi-Fi network

- 1 Swipe down from the status bar to open the notification panel.
- 2 In the **Shortcuts** tab, touch and hold  to open the Wi-Fi settings screen.

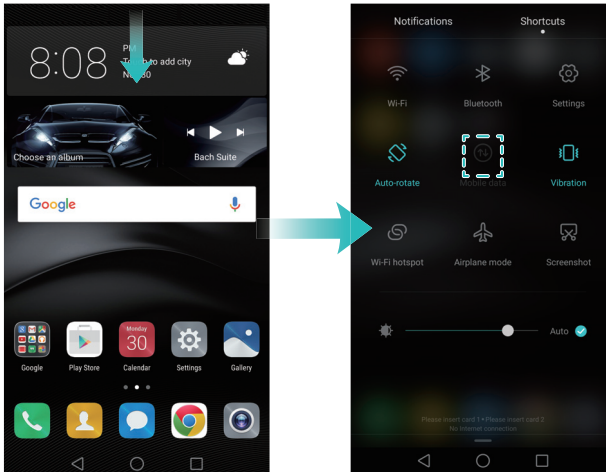


- 3 Turn on the Wi-Fi switch. Your phone will list the available Wi-Fi networks.
- 4 Select the Wi-Fi network you want to connect to. If the Wi-Fi network is encrypted, enter the password when prompted.

Using mobile data

Before using mobile data, ensure that you have a data plan with your network operator.

- 1 Swipe down from the status bar to open the notification panel.
- 2 In the **Shortcuts** tab, touch  to enable mobile data.



 When you don't need to access the Internet, disable mobile data to save battery power and reduce data usage.

Themes and wallpaper

Changing the theme

Spice up your phone and configure a unique theme that reflects your personality.

Open  **Themes**, select a theme, and then touch ☒. Touch  to mix and match lock screen methods, wallpapers, app icons, fonts and more.

Changing the wallpaper

Set your favourite photo or image as your phone's wallpaper.

- 1 Open  **Settings** and select **Display**.
- 2 Touch **Wallpaper**, and then touch **Lock screen wallpaper** or **Home screen wallpaper**.

- **Set the wallpaper:** In the **Wallpapers** or **Live wallpaper** tabs, select an image, and then follow the onscreen instructions to set it as the wallpaper.

 You can also open  **Gallery**, touch and hold an image, and then touch  > **Set as** > **Wallpaper**. Follow the onscreen instructions to set the image as the wallpaper.

- **Shake your phone to change the wallpaper:** Turn on the **Shake to change** switch. The wallpaper will change every time you shake your phone. Turn on the **Random change** switch, and then set **Interval** and **Album to display**. Your phone will automatically change the wallpaper at the specified time interval.

Notification and permission settings

Manage app and notification permissions to improve your phone's privacy and security.

Configuring notification permissions

- 1 Open  **Settings** and touch **Notification panel & status bar** > **Notification manager**.
- 2 Select an app to configure its notification permissions. For example, select **Email** and turn on the **Status bar**, **Banners**, and **Lock screen** switches. When you receive an email, you will receive status bar, home screen and lock screen notifications.

Configuring the fingerprint sensor

If you don't trust ordinary unlock passwords, try fingerprint unlock. Use your fingerprint to unlock the screen, access encrypted files and protected apps, and complete payments in third-party payment apps.

- 1 Open  **Settings** and select **Fingerprint ID** > **Fingerprint management**.
- 2 Select **PIN** or **Password**, and then follow the onscreen instructions to set a screen lock password.
- 3 Once you have set a password, touch **Enrol** to add your fingerprint.
- 4 Place your fingertip on the fingerprint sensor. Press lightly on the sensor until your phone vibrates. Repeat this step using different parts of your fingertip until your phone has successfully added your fingerprint.

- 5** Once you have added your fingerprint, touch **OK**. You can now use your fingerprint to unlock your phone.

Gestures and navigation settings

You can control your phone easily using simple gestures. For example, flip your phone to mute ringtones or hold it to your ear to answer calls or dial a number.

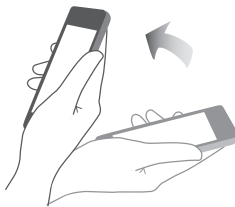
Gestures

Open  **Settings**. Touch **Smart assistance** > **Motion control** and then select the motions you want to enable.

- **Flip:** Mute sounds and disable vibrations for incoming calls, alarms and timers.



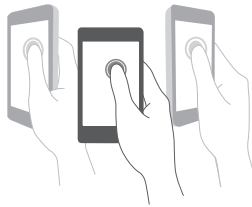
- **Pick up:** Pick up the phone to reduce the ringtone volume for incoming calls, alarms and timers.



- **Raise to ear:** When there is an incoming call, hold the phone to your ear to answer. You can also hold the phone to your ear when viewing call log details or contact details to call someone. When calling in handsfree mode or with a Bluetooth headset, you can raise the phone to your ear to switch to earpiece mode.



- **Tilt:** In home screen editing mode, touch and hold an icon or widget and tilt your phone to the left or right to move the icon to the next screen.



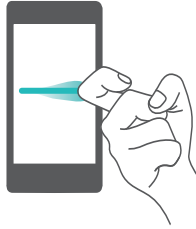
- **Smart screenshot:** Knock twice on the screen using your knuckle to capture the screen in full or draw a closed shape on the screen using your knuckle to capture part of the screen. Knock twice on the screen using two knuckles to start or stop screen recording.



- **Draw:** Use your knuckle to draw a letter on the screen and launch a predefined app.

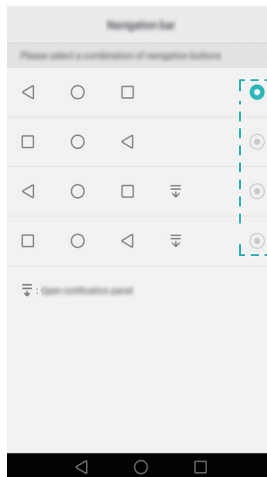


- **Dual windows gesture:** Use your knuckle to draw a straight line across the screen and enable dual windows.



Navigation bar

Open  **Settings**, and then touch **Smart assistance** > **Navigation bar** to configure the navigation bar.



Choose a custom navigation bar layout

Choose a custom navigation bar layout. If you select a navigation bar containing  , you can touch  for fast access to the notification panel.

Installing apps

Installing an app from a microSD card

You can save installation packages to a microSD card and share them with other phones.

-  Installation packages from third-party sources may contain viruses or malicious software and should be installed with caution. It is preferable to only install apps that were downloaded from trusted sources.
- Before installing an app from a microSD card, touch **Settings > Advanced settings > Security** and turn on the **Unknown sources** switch. This grants your phone permission to install third-party apps. After installing an app, make sure that you return to **Settings > Advanced settings > Security** and turn off the **Unknown sources** switch.

- 1 Copy the installation package to the microSD card.
- 2 Insert the microSD card into your phone.
- 3 Locate the installation package on the microSD card and touch to install.

After installation, the app will be visible on your home screen.

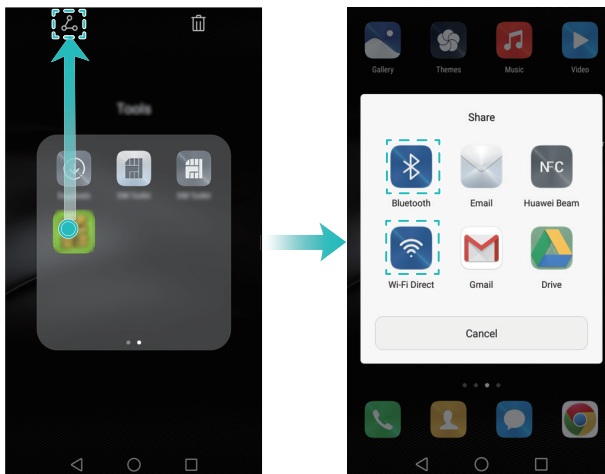
Installing an app shared by another phone

If your friends have an app you like on their phone, they can send it to your phone using Bluetooth or Wi-Fi Direct.

-  Before using Bluetooth or Wi-Fi Direct to receive apps, touch **Settings > Advanced settings > Security** and turn on the **Unknown sources** switch. This grants your phone permission to install third-party apps. After installing an app, make sure that you return to **Settings > Advanced settings > Security** and turn off the **Unknown sources** switch.

- App sharing using Wi-Fi Direct is only supported when both the sender and recipient use Huawei phones.

- 1 Enable Bluetooth on both phones and pair them. Alternatively, enable Wi-Fi on both phones and establish a Wi-Fi Direct connection. For more information, refer to [Enabling Bluetooth and pairing your phone with another device](#) and [Transferring data using Wi-Fi Direct](#).
- 2 On the other phone, go to the home screen and touch and hold the app you want to share. Drag it to the  icon at the top of the screen. Select **Bluetooth** or **Wi-Fi Direct** to share the app.



- 3 A **File transfer** dialogue box will appear on your phone. Touch **Accept** to accept the file. To view transfer progress, swipe down from the status bar and open the notification panel.
- 4 Once the transfer is complete, touch the message in the notification panel to open the folder where the file is stored. Touch the installation package to install the app.
- 5 After installing the app, touch **DONE**. The app will then be visible on your home screen.

Uninstalling an app

You can free up space on your phone by removing unused apps. This will boost your phone's performance.



Some pre-installed system apps cannot be removed.

- On the home screen, touch and hold the app you want to uninstall and drag it to the  icon.
- Touch **Settings > Apps**, select the app you want to uninstall, and then touch **Uninstall**.

Getting to know your phone

Locking and unlocking the screen

Locking the screen

- Method 1: Press the power button to manually lock the screen.
- Method 2: After being idle for a specified period of time, the screen will lock automatically.

 To change the screen-off time, touch  **Settings**, and then touch **Display > Sleep**.

Unlocking the screen

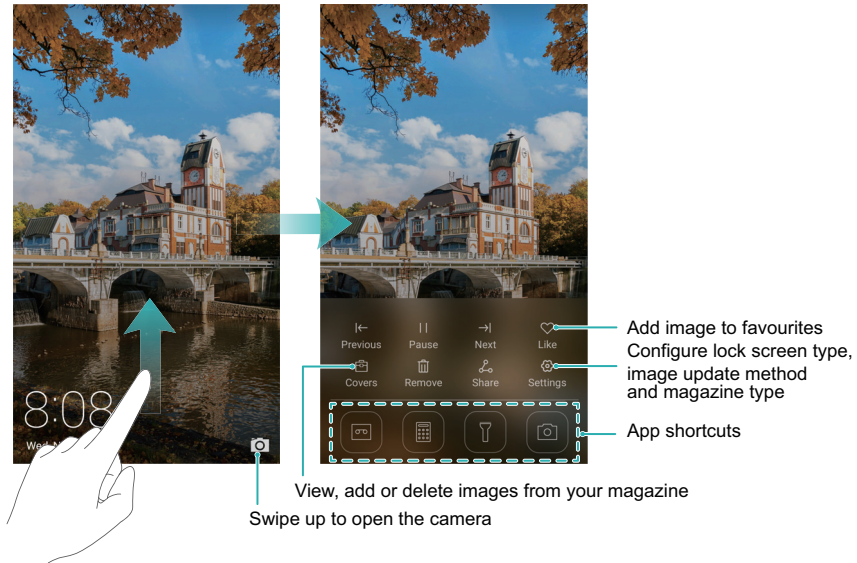
When the screen is off, press the power button to wake the screen. Slide your finger in any direction to unlock the screen.



Magazine Unlock

Magazine Unlock brings your lock screen to life. Each magazine contains a selection of images that are displayed in turn when your screen is locked.

Swipe up from the bottom of the lock screen to display the Magazine Unlock options.



Add magazines to the viewing list: Touch > **Subscriptions** to add your favourite magazines to the viewing list.

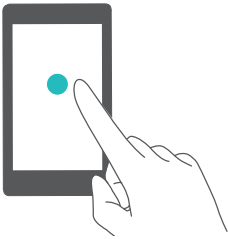
Updating your Magazine Unlock images requires an Internet connection. Set your phone to update images over Wi-Fi to avoid excessive data usage. Touch , and then turn on the **Auto-update via Wi-Fi** switch.

Manage your Magazine Unlock images: Touch to add or delete images.

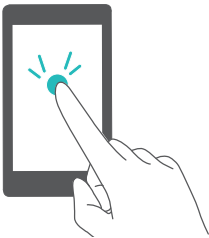
Add images to your favourites: Touch to add an image to your favourites and prevent your phone from automatically replacing it with a new image when a magazine is updated.

Touchscreen gestures

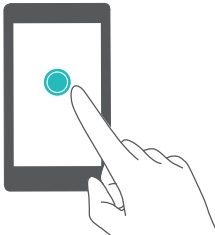
You can use simple touchscreen gestures to perform a variety of tasks, such as open apps, scroll through lists and zoom images.



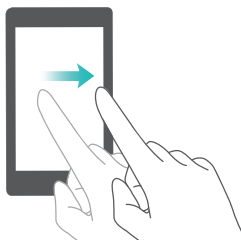
Touch: Touch an item once. For example, touch to select an option or open an app.



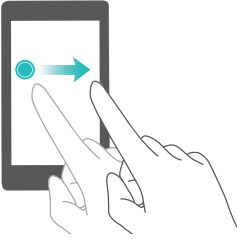
Double touch: Touch the target area of the screen twice in quick succession. For example, double touch an image to zoom in or out.



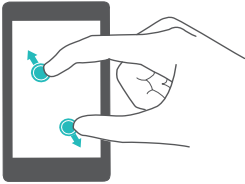
Touch and hold: Touch and hold the target area of the screen for at least two seconds. For example, touch and hold a blank area on the home screen to enter the home screen editing mode.



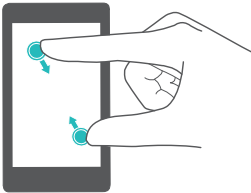
Swipe: Swipe your finger on the screen. For example, in the **Notifications** tab in the notification panel, swipe left or right on a notification to dismiss it. Swipe vertically or horizontally to go to other home screens, scroll through a document and more.



Drag: Touch and hold an item and then move it to another position. For example, you can use this gesture to rearrange apps and widgets on the home screen.



Spread fingers apart: Spread two fingers apart on the screen. For example, spread two fingers apart to zoom in on a picture or web page.



Pinch fingers together: Pinch two fingers together on the screen. For example, pinch two fingers together to zoom out on a picture or web page.



Swipe up with two fingers: Swipe up on the screen using two fingers. For example, swipe up on the virtual navigation bar with two fingers to enable dual windows mode.

Status and notification icons

Status and notification icons may vary according to your region or network operator.

Status icons

Status icons are displayed on the right-hand side of the status bar. Status icons display information about your phone's status, such as network connection information, signal strength, battery level and time information.

	Signal strength		No signal
G	Connected over GPRS	3G	Connected over 3G
E	Connected over EDGE	H	Connected over HSPA
H⁺	Connected over HSPA+		Headset plugged in
4G	Connected over LTE	R	Roaming
	Aeroplane mode enabled		Bluetooth on
	Receiving location data from GPS		Vibration mode enabled
	Silent mode enabled		Alarms enabled
	Charging		Battery full
	Battery low		No SIM card found

Notification icons

Notification icons are displayed on the left-hand side of the status bar when you receive a new message or notification.

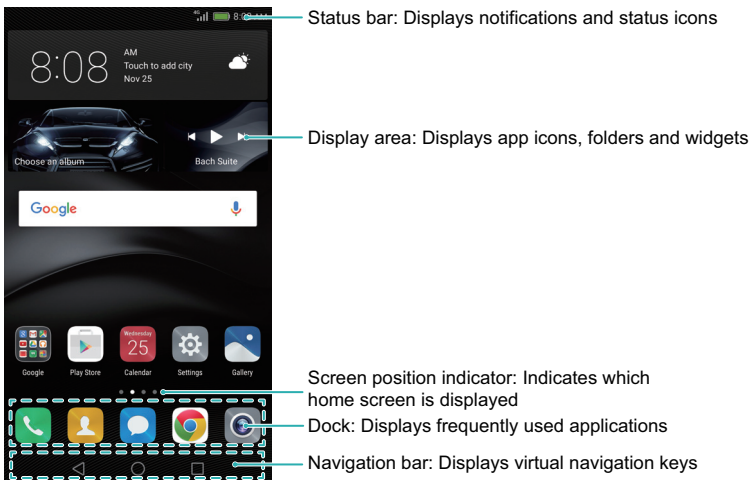
	Missed calls		Call in progress
	New emails		New messages
	Select an input method		New voicemail
	Connected to Wi-Fi		Wi-Fi network available
	Downloading data		Uploading data

	Upcoming events		Phone memory full
	Synchronising data		Synchronisation failed
	Login or synchronisation problem		More notifications
	Portable Wi-Fi hotspot on		Connected to a VPN
	USB tethering on		USB debugging mode enabled

Home screen

Getting to know your home screen

Your home screens are where you can find your favourite widgets and all your apps. We removed the application list to give you a more convenient and direct path to your apps.



Virtual navigation bar keys:

-  **Back:** Touch to return to the previous screen or close an app. When entering text, touch to close the onscreen keyboard.
-  **Home:** Touch to return to the home screen.
-  **Recent:** Touch to access the list of recently used apps or touch and hold to enable dual windows mode.

Switching between home screens

Swipe left or right to view the extended home screens. Touch  **Home** to return to the default home screen.



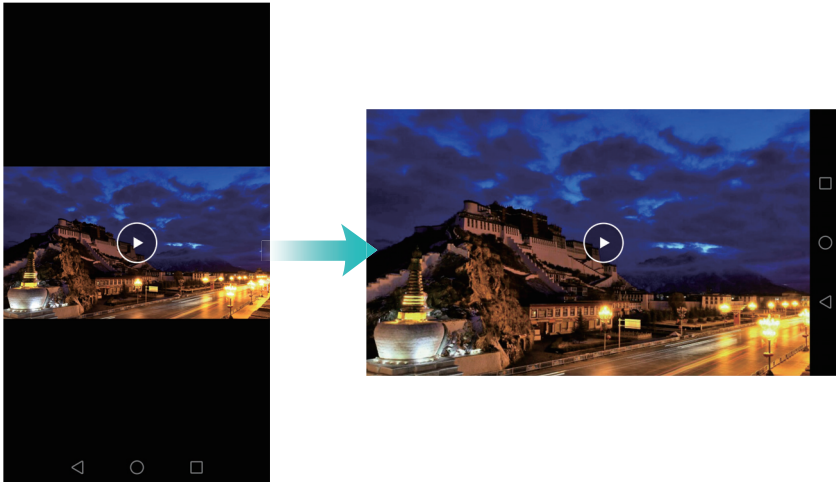
On the home screen, pinch two fingers together or touch and hold a blank area on the screen to enter the home screen editing mode. You can:

- **Set the default home screen:** Touch  at the top of the home screen to set the chosen home screen as the default home screen.
- **Move a home screen:** Drag the home screen to the desired location.
- **Add a home screen:** Touch  on the home screen furthest to the left or right.
- **Delete a blank home screen:** Touch  at the bottom of a blank screen.

Automatic screen rotation

When you rotate your phone, some apps will automatically adjust the screen orientation to make them easier to use. This feature also lets you use tilt-controlled applications, such as racing games.

Swipe down from the status bar to open the notification panel, and then touch **Auto Rotate** in the **Shortcuts** tab to enable or disable automatic screen rotation.



Organising applications and widgets on the home screen

Adding a widget to the home screen

Add frequently used widgets to the home screen for quick access.

On the home screen, pinch two fingers together to enter home screen editing mode. Touch **Widgets** and select a widget. The widget will be added to a blank area on the home screen.

 You must have enough space on the home screen to add widgets. If there is not enough space, add another home screen or free up some space.



Moving a widget or icon

On the home screen, touch and hold a widget or app icon until your phone vibrates. You can then drag the app icon or widget to the desired location.



Deleting a widget or icon

On the home screen, touch and hold the app icon or widget you want to delete until  is displayed at the top of the screen. Drag the unwanted app icon or widget to .

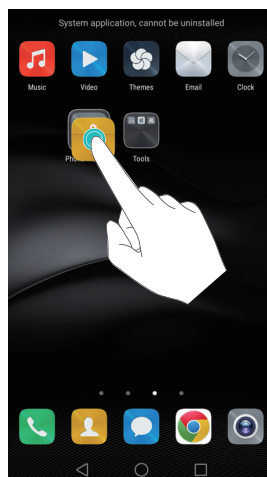
- i** After you have moved/deleted an app icon, a blank space will appear on the home screen. You can sort app icons automatically. For more information, refer to [Aligning home screen apps automatically](#).



Creating a folder

You can create home screen folders to organise your apps by type. For example, you can create a **Games** folder that contains all of your game apps.

On the home screen, drag an icon on top of another icon to create a folder containing both apps. To rename the folder, open the folder and then touch the folder name.



Hiding applications

On the home screen, spread two fingers apart. Touch , select the apps you want to hide, and then touch **OK**. Apps will not appear on the home screen after they have been hidden.



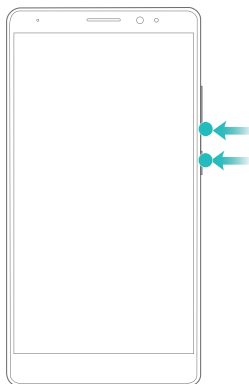
Taking a screenshot

Your phone offers a quick and convenient way to take screenshots and share them with your friends.

By default, screenshots are saved to the **Screenshots** folder in **Gallery**.

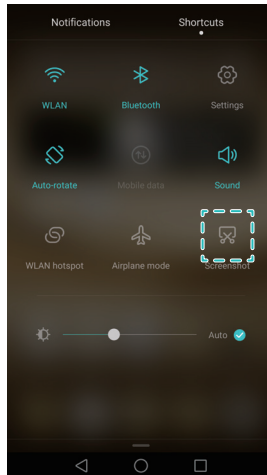
Using the power and volume down buttons to take a screenshot

Press the power and volume down buttons at the same time to take a screenshot.



Using the screenshot shortcut switch

Open the notification panel, and then touch  in the **Shortcuts** tab to take a screenshot.



Using your knuckle to take a screenshot

You can use your knuckle to take a screenshot of the whole screen or part of it. For more information, refer to [Smart fingerprint](#).

Touch **Share** when viewing a screenshot to share it with your friends.

Notification

Status indicator

The status indicator on your phone indicates the following status information:

- Blinking red: The battery level is extremely low.
- Steady red (when charging): The battery level is low.
- Steady yellow (when charging): The battery level is medium.
- Steady green (when charging): The battery is almost full or already full.
- Blinking green: There are unread messages or notifications.

Reminders

Reminders let you know if you have notifications. For example, the number on the phone icon indicates the number of missed calls.

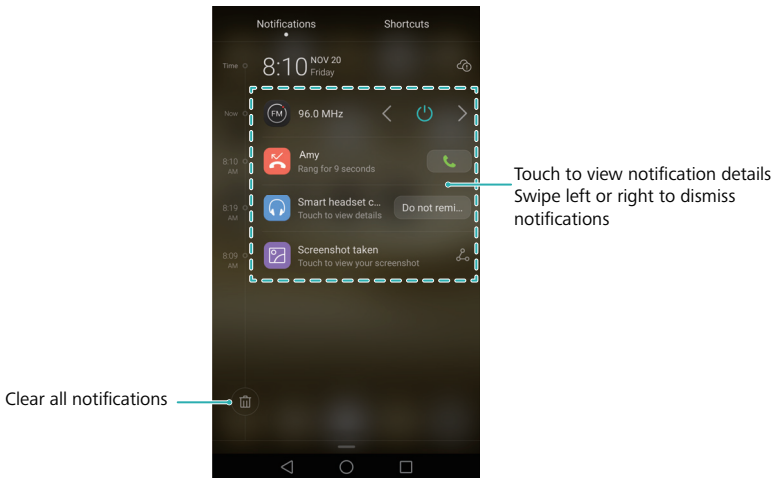


Open apps with reminders to view more details about the notifications.

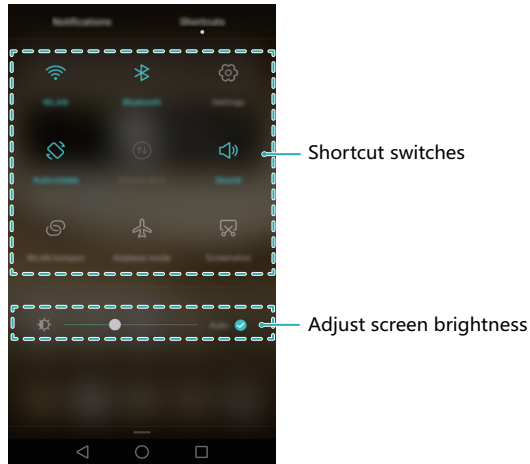
-  If you want to disable reminders for an app, pinch two fingers together on the home screen to enter home screen editing mode, and then touch **More settings** > **Badge app icons** and turn off the switch next to the corresponding app.

Notification panel

Swipe down from the status bar to open the notification panel and view notifications.



Swipe left on the notification panel to go to the shortcuts tab.



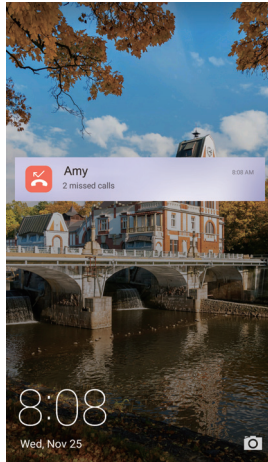
- i You can edit the shortcuts tab. Swipe up on the shortcuts tab, and then touch **Edit** to display all the shortcuts. Drag the shortcut icons to the desired location to rearrange their layout.

Viewing notifications on the lock screen

You can view new notifications (such as missed calls and messages) on the lock screen.

- 1** Open  **Settings**.
 - 2** Touch **Screen lock & passwords**, and then turn on the **Show detailed notifications** switch to enable lock screen notifications.
- i By default, your phone will only display lock screen notifications for certain apps. If you want to enable lock screen notifications for more apps, refer to [Notification and permission settings](#).

Once you have enabled lock screen notifications, new notifications will be displayed on the lock screen. Swipe right on a notification to view more detailed information.



Notification panel and status bar settings

Open  **Settings**, and then touch **Notification panel & status bar** to configure the drop-down and display settings for the notification panel and status bars.

Configuring the drop-down settings

- Touch **Drag actions > Smart selection**. When you open the notification panel, your phone will go to the notifications tab if you have new notifications; otherwise it will go to the shortcuts tab.
 - Touch **Drag actions > Notifications left, shortcuts right**. Swipe down from the left of the status bar to open the notifications tab or swipe down from the right of the status bar to open the shortcuts tab.
 - Turn on the **Notification panel** switch to access the notification panel when the screen is locked.
-  You cannot access the notification panel from the lock screen if you have set a screen lock password.

Configuring the display settings

Turn the **Display carrier name**, **Display network speed** or **Battery status** switches on or off to configure the content that is displayed in the status bar.

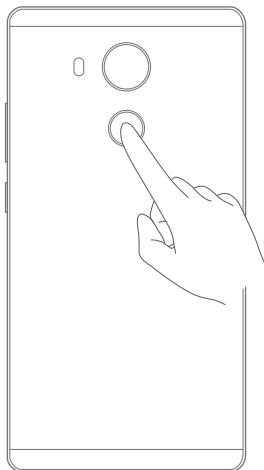
Using fingerprint recognition

In addition to waking and unlocking the screen, the fingerprint sensor can also be used to take a photo, answer an incoming call and disable an alarm.

Adding a fingerprint for the first time

To better protect your privacy, you can only use the fingerprint screen unlock feature when the unlock method is set to **PIN** or **Password**.

- 1 Open  **Settings**.
- 2 Touch **Fingerprint ID > Fingerprint management**.
- 3 Select **PIN** or **Password**, and then follow the onscreen instructions to set a screen lock PIN or password.
- 4 Once you have set a PIN or password, touch **Enrol** to add your fingerprint.
- 5 Place your fingertip on the fingerprint sensor. Press lightly on the sensor until your phone vibrates. Repeat this step using different parts of your fingertip until your phone has successfully added your fingerprint.



- 6 Once you have added your fingerprint, touch **OK**. You can now use your fingerprint to unlock your phone.
-  You will be asked to enter your backup PIN or password when you restart your phone or if fingerprint recognition fails.

Adding, deleting or editing fingerprints

- 1 Open  **Settings**.
- 2 Touch **Fingerprint ID > Fingerprint management**
- 3 Enter the screen lock password, and then touch **Next**.
- 4 In the **Fingerprint list** section, you can:
 - Touch **New fingerprint** to add other fingerprints. You can add up to five fingerprints.
 - Touch a previously added fingerprint to rename or delete it.

Accessing Safe with your fingerprint

Before you can access Safe with your fingerprint, you need to enable **Safe** in **Files**. Once you have enabled Safe, you will be prompted to associate a fingerprint with your account. Touch **Associate** to access Safe using your fingerprint. If you skip this step, you can also enable this feature as follows:

- 1 Open  **Settings**.
- 2 Touch **Fingerprint ID > Fingerprint management**.
- 3 Enter the screen lock password, and then touch **Next**.
- 4 Touch **Access safe**, and then follow the onscreen instructions to enter your Safe password and enable fingerprint recognition.

Accessing App Lock with your fingerprint

Before you can access App Lock with your fingerprint, you need to enable **App lock** in **Phone Manager**. Once you have enabled App Lock, you will be prompted to associate a fingerprint with your account. Touch **Phone Manager** to access App Lock and locked apps using your fingerprint. If you skip this step, you can also enable this feature as follows:

- 1 Open  **Settings**.
- 2 Touch **Fingerprint ID > Fingerprint management**.
- 3 Enter the screen lock password, and then touch **Next**.
- 4 Touch **Access app lock**, and then follow the onscreen instructions to enter your App Lock password and enable fingerprint recognition.

Fingerprint sensor touch gestures

Touch the sensor with any finger to perform common tasks. Say goodbye to tedious screen tapping.

- 1 Open  **Settings**.
- 2 Touch **Fingerprint ID**.
- 3 In the **Touch and hold gesture** section, turn on switches for features you want to enable.
 - **Take photo/video**: When using the camera viewfinder, touch and hold the fingerprint sensor to take a picture.
 - **Answer call**: When you have an incoming call, touch and hold the fingerprint sensor to answer it.
 - **Stop alarm**: When your alarm goes off, touch and hold the fingerprint sensor to disable it.

Accessing applications

Opening and switching between applications

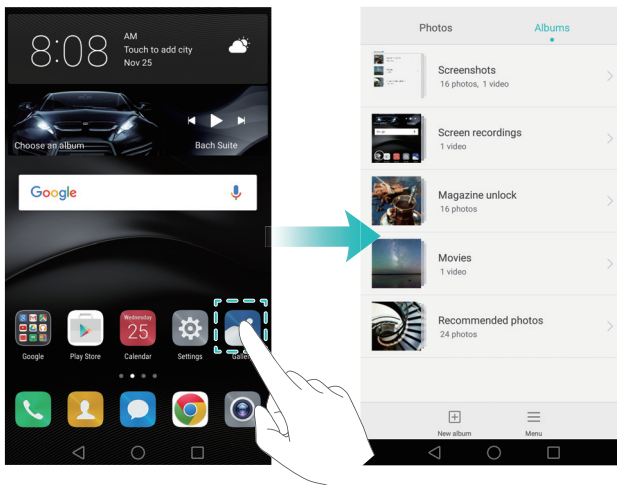
Opening applications from the lock screen

Press the power button to wake the screen, and then swipe up on the  icon to open the camera app. You can also swipe up from the bottom of the screen and touch a shortcut icon to quickly launch the corresponding app.



Opening an application from the home screen

On the home screen, touch an icon to open the corresponding app.



Switching between applications

To switch to another app, touch  **Home** to return to the home screen, and then touch the icon of the app you want to open.

Searching for applications

Finding an application

- Swipe left or right to search for the desired app.
- Swipe down from the middle of the screen to access the search bar, and then enter the name of the app that you are looking for. The search results will be displayed underneath the search bar. For more information, refer to [Finding applications quickly](#).

Viewing recently used applications

Touch  **Recent** to display the list of recently used apps. For more information, refer to [Viewing recently used applications](#).

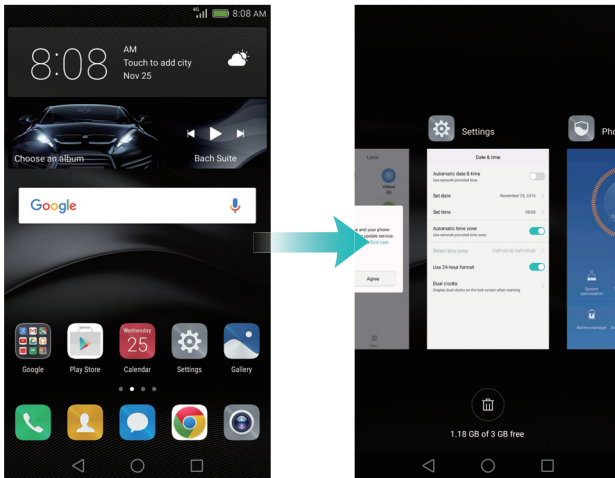
Searching for hidden applications

On the home screen, spread two fingers apart to view your hidden apps.



Viewing recently used applications

Touch  **Recent** to display the list of recently used apps.



- Touch a thumbnail to open the corresponding app.
- Swipe left or right to display recently used apps.
- Swipe up on a thumbnail to close the corresponding app.
- Swipe down on a thumbnail to lock the corresponding app.  will appear next to the application. Swipe down again on the thumbnail to unlock the app.
- Touch  to close all unlocked apps.

Personalising your phone

Simple home screen

The simple home screen uses larger icons and fonts and was designed with elderly users in mind.

- 1 Open  **Settings**.
- 2 Touch **Home screen style** > **Simple**, and then touch  to enable the simple home screen.
- 3 On the simple home screen, you can:

- Touch app icons or widgets to open them.
- Touch and hold an icon to enter home screen editing mode and add or delete app icons.
- Touch **Others** to open the app list and view or open apps.
- Touch **+** to add contacts or apps to the home screen.
- Touch **Standard home** to exit the simple home screen.



Changing the theme

You can change the home screen wallpaper, icon style, font and more. For more information, refer to [Themes and wallpaper](#).

Changing the wallpaper

You can set your favourite images or photos as your phone's wallpaper. For more information, refer to [Themes and wallpaper](#).

Assigning ringtones to contacts

You can assign a unique ringtone to each contact so that you can easily tell who is contacting you.

- 1 Open  **Contacts**.
- 2 Select the desired contact, and then touch **Phone ringtone**.
- 3 Select the desired ringtone or music file, and then touch .

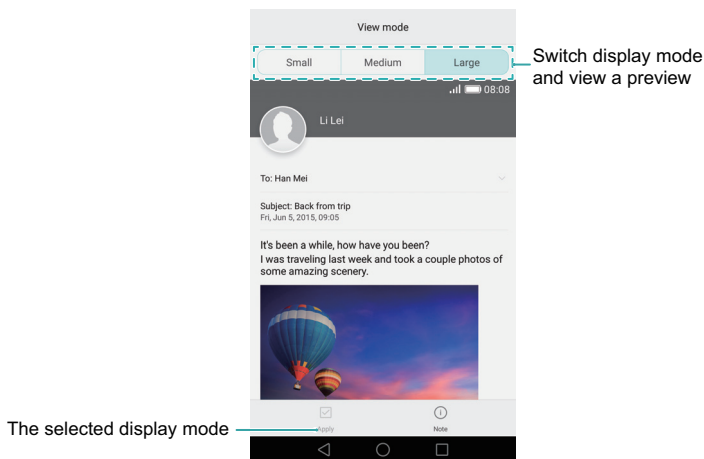
For more information on how to configure call and message ringtones and vibration settings, refer to [Sound settings](#).

Changing the font size

The phone's font size can be increased to make it easier for elderly users to use their phone.

Open  **Settings**, and then touch **Display**. You can configure the following settings:

- **View mode**: Change the size of the font, images and other user interface elements. Select **Large** to increase the font size or **Small** to fit more content on one screen.



- **Font size**: Set the system font size.

 The **Extra large** font size will only be displayed in messages, contacts and the dialler app.

Entering text

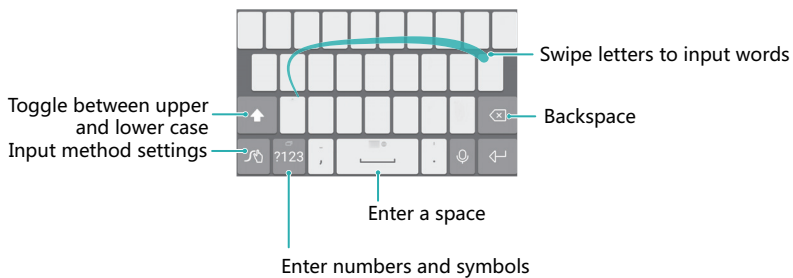
Switching text input methods

You can switch between text input methods as desired.

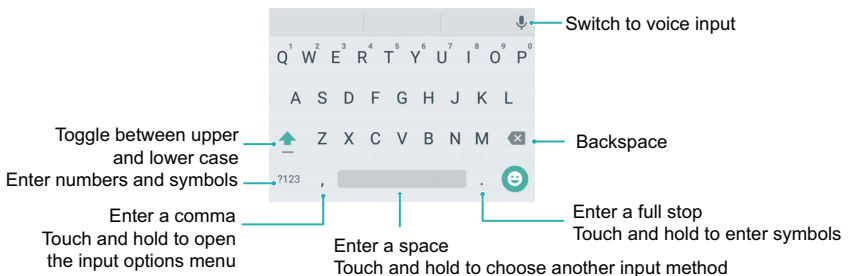
- 1 On the text input screen, swipe down from the status bar to open the notification panel.
 - 2 Touch **Select input method** in the **Notifications** tab, and then select the desired input method.
-  If there are no input methods to choose from, go to  **Settings**, touch **Advanced settings** > **Language & input** > **Default keyboard** > **Configure input methods**, and then turn on the switch next to the corresponding input method.

Huawei Swype input method

You can quickly enter words by swiping on the keyboard.



Android input method



Editing text

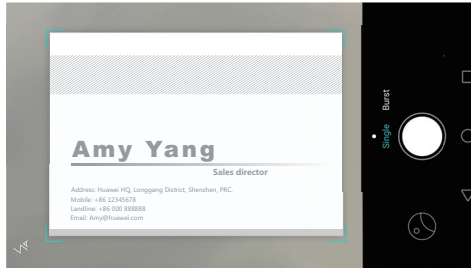
You can select, cut, copy and paste text on your phone.

- **Select text:** Touch and hold the text to bring up . Drag  or  to select more or less text or touch **Select all** to select all text in a text box.
- **Copy text:** Select text and touch **Copy**.
- **Cut text:** Select text and touch **Cut**.
- **Paste text:** Touch and hold where you want to insert the text, and then touch **Paste**.
- **Share text:** Select text, and then touch **Share** to select a sharing method.

Tips and tricks

Adding contact details quickly

Use the camera to take a photo of a contact card. Your phone will recognise the contact details and add them automatically. In **Contacts**, touch **Business cards** > **Scan**.

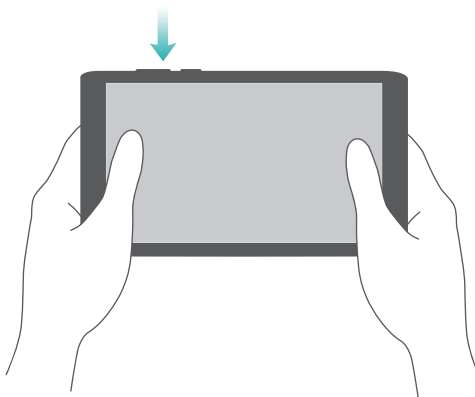


Taking snapshots when the screen is off

Ever missed a great photo opportunity because you couldn't turn on the camera in time? Now you can take rapid snapshots with your phone, even when the screen is off.

On the camera settings screen, touch **Ultra snapshot** > **Open camera and take quick snapshot**. When the screen is off, point your phone at a subject and press the volume down button twice. The phone will take a photo and display how fast it was captured.

Press the volume down button twice



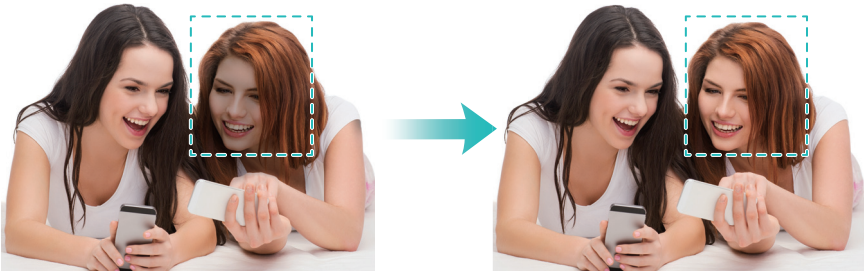
For more information, refer to [Ultra Snapshot](#).

Perfect selfie

Enable perfect selfie mode and configure your custom beauty settings to make sure you shine in group photos.

On the camera settings screen, touch **Perfect selfie**. Turn on the **Perfect selfie** switch and then configure your custom beauty settings.

Next, switch to **Beauty** mode and touch  to take a photo. Your phone will detect your face and apply your custom beauty settings to make sure you stand out in a group shot.



For more information, refer to [Perfect Selfie mode](#).

Using time-lapse mode to fast forward the action

Time-lapse mode lets you capture and accelerate subtle changes in scenery, such as a sunrise, sunset or the movement of clouds.

On the camera screen, swipe left or right to switch to **Time-lapse**. Hold the phone steady, and then touch  to start capturing video.

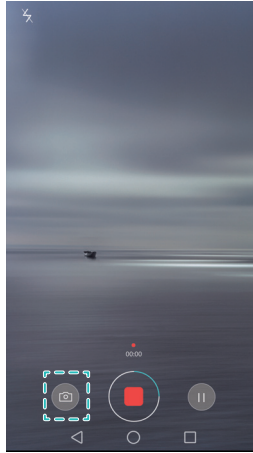


For more information, refer to [Time-lapse mode](#).

Taking photos while recording a video

Ever wanted to take a photo while capturing a video?

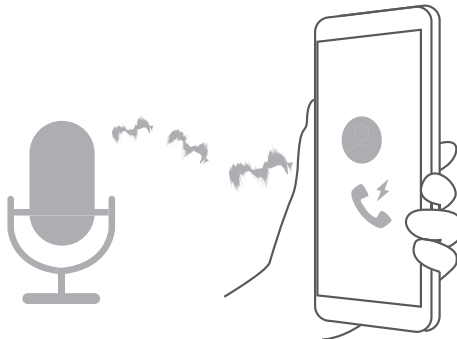
On the camera screen, swipe left or right to switch to **Video**. While recording a video, touch  to take photos.



Calling contacts when the screen is off

Enable quick calling to ring people even when the screen is switched off. To enable quick calling, refer to [Enabling quick calling](#).

When the screen is off, press and hold the volume down button. When you hear the alert sound, say the name of the contact you want to call. Your phone will automatically call the contact.



Using voice wakeup

Open  **Settings**. Touch **Smart assistance** > **Voice control** > **Voice wakeup**, then touch the **Voice wakeup** switch and follow the onscreen instructions to enter your voice wakeup commands. You can:

- **Find your phone:** Say "OK phone, where are you?". Your phone will ring to reveal its location.
- **Make a call:** Say "OK phone, call Jane". Your phone will make a call to Jane.

 Voice wakeup only recognises English voice commands.

Answering or rejecting a call using voice commands

Go to  **Settings**, touch **Smart assistance** > **Voice control**, then turn on the **Answer calls with voice control** switch.

If your hands are occupied when a call comes in, simply say "Answer" or "Decline" to answer or decline the call.

 Touch **Speech command language** to change the voice command language.

Finding applications quickly

When you have lots of apps installed on your phone, you can use the search feature to save yourself looking for an app screen by screen.

Swipe down from the middle of the screen to access the search bar, and then enter the name of the app that you are looking for. The search results will be displayed underneath the search bar.



Using Wi-Fi+ to connect to the Wi-Fi network with the strongest signal

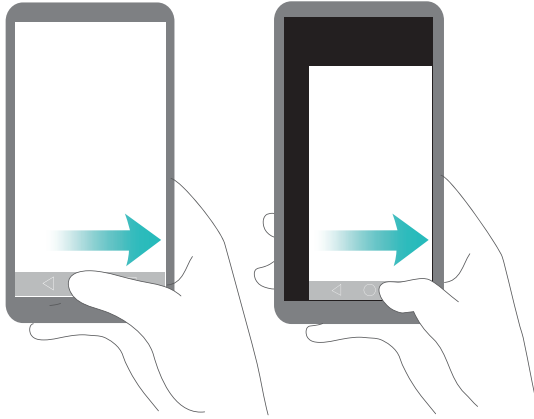
After enabling Wi-Fi+, your phone will monitor Wi-Fi networks and mobile data and select the connection with the best signal and fastest data transfer speeds.

Swipe down from the status bar to open the notification panel. In the **Shortcuts** tab, touch and hold  and select **Wi-Fi+**. Turn on the **Wi-Fi+** switch to enable this feature.

For more information, refer to [Connecting to the Wi-Fi network with the strongest signal](#).

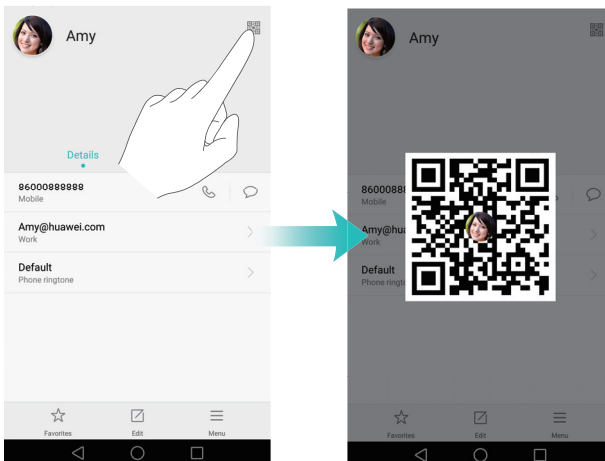
Easy one-handed operation on large phones

Open  **Settings**. Select **Smart assistance** > **One-hand UI** > **Mini screen view** and then turn on the one-handed mode switch.



Sharing your QR card

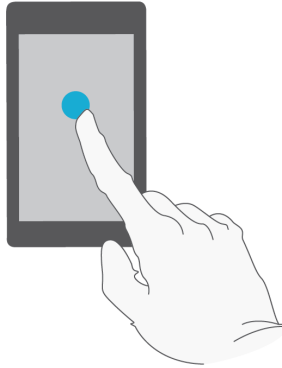
Share your contact details with new friends using a QR code and wave goodbye to the hassle of manually entering phone numbers. On the contact details screen, touch the QR code at the top of the screen to display your personal QR code.



Using your phone while wearing gloves

With gloves mode enabled, you can continue to use your phone easily even in the coldest of weather.

Open  **Settings**, and then touch **Smart assistance** > **Gloves mode**.



Pocket mode

If you often miss calls when your phone is in your pocket, try enabling pocket mode. Your phone gradually increase the ringtone volume and vibration intensity when you receive an incoming call.

To enable pocket mode, open  **Dialler**. Touch  > **Settings** in the **Dialler** tab and turn on the **Pocket mode** switch.



Rapidly adjusting the system volume

When playing games or listening to music in public places, you may want to reduce the volume to avoid disturbing others. Likewise, in noisy places, you may need to increase your ringtone volume to avoid missing important calls. Adjusting the volume on your phone is quick and easy.

On any screen, press the volume buttons on the side of the phone to adjust the volume.

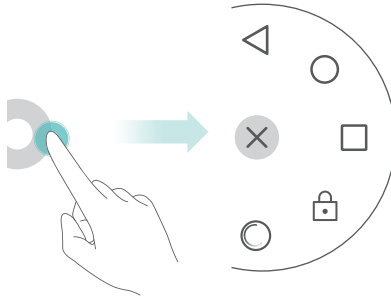
Touch  to adjust individual volume levels for ringtones, multimedia, alarms and phone calls.



Using the floating dock instead of phone keys

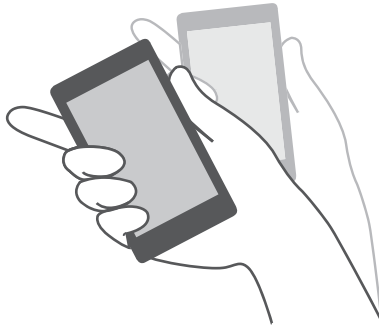
The floating dock gives you rapid access to frequently-used phone functions, making it easier to use your phone with one hand. Once enabled, the floating dock is displayed on most screens. You can use the floating dock to quickly perform common tasks, such as returning to the home screen or cleaning up phone memory.

Open **Settings**, touch **Smart assistance** > **Floating dock**, and then turn on the **Floating dock** switch.



Aligning home screen apps automatically

Gaps may appear on the home screen after you uninstall apps or move them into folders. You can arrange apps neatly on the home screen by using the automatic align feature. Pinch two fingers together to enter home screen editing mode. Touch **More settings** and then turn on the **Shake** switch. Touch and hold the home screen to enter home screen editing mode. Shake your phone to realign app icons and fill any gaps.



Touch-disable mode

When your phone is in a pocket or a bag, accidental presses might cause it to dial a number or waste your mobile data. To prevent accidental presses, switch on touch-disable mode.

Open  **Settings**, touch **Smart assistance**, and then turn on the **Touch-disable mode** switch. If you switch on your phone while the top of the screen is covered, you will be unable to swipe the screen. The touchscreen will function properly once you uncover the top of the screen.

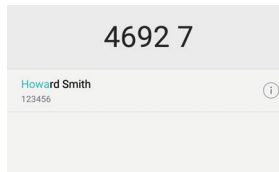
Call and Contacts

Opening Dialer

Smart dialling

Enter the name or initials of a contact in the dialler. Your phone will show contacts that match.

- 1 Open  **Dialer**.
- 2 Enter the name or initials of a contact in the dialler (for example, John Smith or JS).
Your phone will search your contacts and call log and list the results above the dialler.



- 3 From the list, select the contact you want to call. If your phone has dual SIM support, touch  or  to make a call.
- 4 Touch  to end the call.

Enabling quick calling

Call people quickly even when the screen is switched off.

- 1 Open  **Dialer** on the home screen.
 - 2 Touch  > **Settings** > **Quick calling** and then turn on the **Quick calling** switch.
- Once quick calling is enabled, press and hold the volume down button when the screen is off. When you hear the alert sound, say the name of the contact you want to call and the phone will dial the contact's number.

Making a call from Contacts

- 1 Open  **Contacts**.
- 2 Touch the search bar and enter the name or initials of the person you want to call. For more information on searching for contacts, refer to [Finding a contact](#).
- 3 Touch the contact's number. If your phone has dual SIM support, touch  or  to initiate the call.

Making a call from the call log

View incoming and outgoing calls in the call log and dial the corresponding numbers.

- 1 Open  **Dialer**.
- 2 Slide the list up and down to view all calls. Touch the name or number of the person that you want to call. If your phone has dual SIM support, touch  or  to initiate the call.

Making an emergency call

In the event of an emergency, you can make emergency calls from your phone, even without a SIM card, as long as you are in an area with network coverage.

- 1 Open  **Dialer**.
 - 2 Enter the emergency number for your location in the dialler, and then touch .
-  You can dial an emergency number even when the screen is locked. On the lock screen, touch **Emergency call**, enter your local emergency number, and then touch .
-  The ability to make emergency calls can depend on local regulations and network operators in your region. Poor network usability or environmental interference may prevent your call from being connected. Never rely solely on your phone for essential communication during emergencies.

Speed-dialling

Configure speed-dialling for people you call frequently. Simply touch and hold a number key to dial a number.

 **1** is the default key for voicemail. It cannot be used as a speed-dial number.

1 Open  **Dialler**.

2 Touch and hold a number key to associate it with a contact.

3 Return to the dialler and touch and hold a number key to call the associated contact. If you are using a dual SIM phone, touch and hold a number key, and then select  or  to call the associated contact.

 To delete a key association, open the dialler and touch  > **Settings** > **Speed dial**. Select the contact association you want to remove and then touch **Clear assigned number**.

Making an international call

 Before making a long-distance call, contact your network operator to activate an international calling or roaming service.

1 Open  **Dialler**.

2 On the dialler screen, touch and hold the **0** key to enter a **+** symbol, and then enter the international code, area code and phone number.

3 Touch . If your phone has dual SIM support, touch  or .

Auto redial

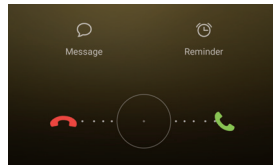
Do you find it frustrating when a call fails to connect? Auto redial can keep redialling a contact's number until your call is connected.

- **Single redial:** The first time a call does not connect or is interrupted, your phone will display the single redial screen. Touch  to redial the number once.
- **Infinite redial:** If the single redial fails, your phone will display the infinite redial screen. Touch  to redial the number until the call connects.

- Ensure you touch  promptly. The redial screen will close if you don't redial within 10 seconds.
- To cancel a redial attempt, touch .

Answering or rejecting a call

- When a call comes in, you can press the volume button to mute the ringtone.
- While the screen is locked:



- Drag  right to answer the call.
- Drag  left to reject the call.
- Touch  to reject the call and send the caller a custom or predefined text message.
- Touch  to configure a callback reminder.

While the screen is unlocked:

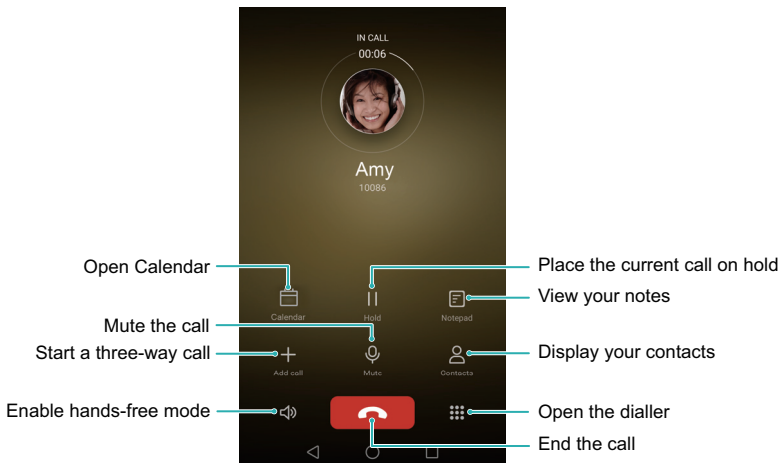


- Touch  to answer the call.
- Touch  to reject the call.
- Touch  to reject the call and send the caller a custom or predefined text message.
- Touch  to configure a callback reminder.

- i** On the dialler screen, touch  > **Settings** > **Reject calls with SMS** to edit the predefined text messages.

Functions available during a call

During a call, your phone will display an in-call menu.

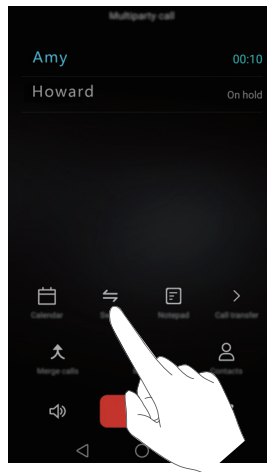


- **Hide the in-call menu:** Touch  **Home** or  **Return**. To return to the in-call menu, touch the green status bar at the top of the screen.
- **Start a three-way call:** Please contact your network operator to find out how to use this feature. For more information, refer to [Making a conference call](#).
- **Adjust the volume:** Press the volume up button to increase the volume or the volume down button to decrease the volume.

Answering a third-party call

i Before enabling this feature, check that you have subscribed to a call holding service and enabled call waiting on your phone. For more information on enabling call waiting, refer to [Enabling call waiting](#). For details, contact your network operator.

- 1 When in a call, if you receive another incoming call, touch . You can then answer the incoming call, while holding the other line.
- 2 Touch  to switch between the two calls.



Making a conference call

It is easy to set up a conference call using the multi-party call feature on your phone. Call one number (or receive a call), and then call another number to add it to the conference call.

i Conference calling requires network support. Please ensure you have activated this service. For details, contact your network operator.

- 1 Call the first participant.
- 2 Once the call is connected, touch , and then dial the second participant's number. The first participant will be placed on hold.

- 3 When the second call is connected, touch  to start a conference call.
- 4 To add more people to the call, repeat steps 2 and 3.
- 5 Touch  to end the call.

Viewing the call log

Adding a number from the call log

Select a number from the call log and save it to your contacts.

- 1 Open  **Dialer**.
- 2 In the call log, touch the  next to the number you want to add and do the following:
 - Touch  to create a new contact. For more information, refer to [Creating a contact](#).
 - Touch  to add the number to an existing contact.

Clearing the call log

Open  **Dialer** and do the following:

- **Delete one entry:** Touch and hold a log entry, and then touch **Delete entry**.
- **Delete multiple entries:** Touch  > **Delete call log** and select the entries you want to delete. Touch  > **Delete**.

Turning on pocket mode

Pocket mode makes sure you don't miss calls when your phone is in your pocket.

- 1 Open  **Dialer**.
- 2 Touch  > **Settings**.
- 3 Turn on the **Pocket mode** switch.

If your phone is in a pocket or handbag when someone calls you, the phone's ringtone volume and vibration intensity will gradually increase until you answer.



Call settings

Enabling call forwarding

If you are unavailable to take a call, you can configure your phone to forward calls to another number.

- 1 Open  **Dialer**.
- 2 Touch  > **Settings**.
- 3 Touch **Call forwarding**. If your phone has dual SIM support, touch **SIM 1** or **SIM 2**, and then **Call forwarding**.
- 4 Select a forwarding method, enter the destination number, and then touch **Enable**.

When call forwarding is enabled, your phone will forward calls that meet certain conditions (such as forward when busy) to the number you specified.

Enabling call waiting

Call waiting allows you to take an incoming call when you are already in a call. You can then switch between the two conversations.

- 1 Open  **Dialer**.
- 2 Touch  > **Settings**.

- 3 Touch **Additional settings** and turn on the **Call waiting** switch. If your phone has dual SIM support, touch **SIM 1** or **SIM 2**, and then select **Additional settings** and turn on the **Call waiting** switch.

After enabling call waiting, when you receive an incoming call while already in a call, touch  to answer the new call or  to switch between the two calls.

Enabling do not disturb mode

Do not disturb mode allows you to work or relax in peace and quiet. Your phone will only notify you about important calls or messages.

- 1 Open  **Settings**.
- 2 Touch **Do not disturb** and turn on the **Do not disturb** switch.
- 3 Touch **Define priority interruptions** > **Whitelist for calls and messages** >  to add contacts to the whitelist.

When do not disturb mode is enabled, your phone will only ring or vibrate when chosen contacts call or message you. Your phone will mute ringtones or vibrations for any other calls or messages. Notifications for these can be viewed in the notification panel.

Configuring the harassment filter

The harassment filter automatically blocks calls and messages from unknown or blacklisted sources. The blacklist is constantly updated, ensuring that you are never disturbed.

Open  **Phone Manager**, and then touch **Harassment filter** to configure filter rules and blacklists or whitelists. For more information, refer to [Harassment filter](#).

You can also open  **Dialer** and then touch  > **Harassment filter** to configure the harassment filter.

Configuring voicemail

Divert calls to your voicemail when your phone is switched off or unavailable. Callers can leave a voice message which you can listen to later.

 Voicemail must be supported by your network operator. Please ensure that you have subscribed to this service. Contact your network operator for information about their voicemail service.

- 1 Open  **Dialer**.
- 2 Touch  > **Settings**.
- 3 Touch **Additional settings**. If your phone has dual SIM support, touch **Additional settings** or **SIM 1**, and then **SIM 2**.
- 4 Touch **Voicemail** > **Voicemail number**, and then enter your voicemail number.

When you receive a voicemail message, the  icon is displayed in the status bar. Dial the voicemail number to retrieve the message.

Creating a contact

- 1 Open  **Contacts**.
- 2 Touch .
- 3 Select a location to save the contact from the options menu.
- 4 Enter the contact's name, phone number, and other information, and then touch .

If you want to save a number from your call log, touch the  next to the number you want to save, and then select  or . You can also save phone numbers or email addresses in **Messaging** or **Email** to your contacts.

Adding contact details quickly

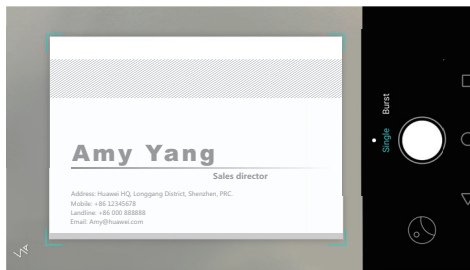
Enter contact information on your phone more rapidly. Simply scan or take pictures of contact cards to automatically add names, phone numbers and other information to your contacts.

1 Open  **Contacts**.

2 Touch **Business cards** > **Scan**.

3 You can then:

- **Take a photo of one card:** Place the contact card on a flat surface and hold the phone in a landscape orientation. Adjust the viewfinder frame so that the card fits the guidelines, and then touch .



- **Take photos of multiple cards:** Switch to **Burst** mode and follow the onscreen instructions to photograph multiple cards.

After you have finished scanning or taking photos, contact information will automatically be saved to **Business cards**.

Importing or exporting contacts

Your phone supports **.vcf** contact files. **VCF** is a standard file format for storing contact information, including names, addresses and phone numbers.

Importing contacts from a storage device

- 1 Open  **Contacts**.
- 2 Touch  > **Import/Export** > **Import from storage**.
- 3 Select one or more **.vcf** files, and then touch **OK**.

Importing contacts from a SIM card

- 1 Open  **Contacts**.
- 2 Touch  > **Import/Export** > **Import from SIM card**. If your phone has dual SIM support, you can choose whether to import from SIM 1 or SIM 2.
- 3 Select the contacts you want to import, and then touch .
- 4 Choose the location to import contacts to. Your phone will automatically import the contacts.

Importing contacts using Bluetooth

- 1 Open  **Contacts**.
- 2 Touch  > **Import/Export** > **Import from another phone**.
- 3 Select **Supports Bluetooth** and then touch **Next**.
- 4 Enable Bluetooth on the device from which you want to import contacts and set the device to be visible to other Bluetooth devices.
- 5 Touch **Next**. Your phone will automatically turn on Bluetooth and search for nearby devices.
- 6 Touch the Bluetooth device from which you want to import contacts. Once connected, your phone will automatically import contacts from the other Bluetooth device.

Importing contacts using Wi-Fi Direct

- 1 Open  **Contacts**.
- 2 Touch  > **Import/Export** > **Import from another phone**.
- 3 Select **Import via Wi-Fi Direct** and then touch **Next**. The phone then prompts you to enable Wi-Fi and scans for Wi-Fi Direct devices.
- 4 Select the Wi-Fi Direct device you want to connect to. Once connected, your phone will automatically import contacts from the other device.

Exporting contacts to a storage device

- 1 Open  **Contacts**.
- 2 Touch  > **Import/Export** > **Export to storage**.
- 3 Touch **Export**.
- 4 Choose where you want to export the contacts from and touch **OK**.

The exported **.vcf** file is saved to the root directory of your phone's internal storage by default. You can open **Files** to view the exported file.

Exporting contacts to a SIM card

- 1 Open  **Contacts**.
- 2 Touch  > **Import/Export** > **Export to SIM card**. If your phone has dual SIM support, you can choose whether to import from SIM 1 or SIM 2.
- 3 Select the contacts you want to export, and then touch .
- 4 Touch **OK**.

Sharing a contact

- 1 Open  **Contacts**.
- 2 Touch  > **Import/Export** > **Share contact**.
- 3 Select the contacts you want to share, and then touch .
- 4 Choose your sharing method, and then follow the onscreen instructions.

Managing contacts

Editing a contact

After creating a contact, you can edit their contact information at any time. This includes adding or deleting default information such as phone numbers or email addresses. You can also add a birthday or nickname or choose a custom ringtone.

- 1 Open  **Contacts**.
- 2 Touch and hold the contact you want to edit, and then touch **Edit**.
- 3 Enter new contact information, and then touch .

Merging duplicate contacts

When you add contacts to your phone from different sources, you may end up with duplicate entries. These duplicate entries can be merged into one to help keep your contacts organised.

- 1 Open  **Contacts**.
- 2 Touch  > **Organise contacts** > **Merge duplicate contacts**.
- 3 Select the contacts you want to merge, and then touch .

Deleting contacts

- 1 Open  **Contacts**.
- 2 Touch  > **Organise contacts** > **Delete contacts by batch**.
- 3 Select the contacts you want to delete, and then touch .
- 4 Touch **Delete**.

 You can also touch and hold a contact you want to delete. From the pop-up options menu, select **Delete** to delete that contact.

Finding a contact

Search contacts stored on the phone, SIM card or linked to an online account.

1 Open  **Contacts**.

 For more complete search results, ensure that **Contacts** is configured to display all of your contacts. In **Contacts**, touch  > **Display preferences** and then select **All contacts**.

2 On the contact list, use one of the following methods to find a contact:

- Swipe the contact list up or down.
- Slide your finger up or down the index on the right hand side of the screen to scroll through your contacts.
- Enter the contact's name, initials, phone number, email address or other contact information in the search bar at the top of the contact list. Search results will be displayed underneath.

3 Select a contact. You can then choose to call them, send them a text message or edit their contact information.

Viewing contacts from different accounts

If you have too many contacts, you can choose to display only phone contacts, SIM card contacts or contacts linked to a particular account.

1 Open  **Contacts**.

2 Touch  > **Display preferences**.

3 Select the accounts you want to display or customise display settings.

Adding a contact to your favourites

You can add frequently-contacted people to your favourites so that they are easier to find.

- 1 Open  **Contacts**.
- 2 Touch and hold the contact you want to add to your favourites, and then touch **Add to favourites**.
-  When viewing contact details, you can also touch  to add the contact to your favourites.

Contact groups

Organise friends and family into different groups. You can send text messages or emails to everyone in a group. Contacts now also features **Smart groups**. Your phone can automatically sort contacts according to their company, location or the date you last contacted them. This allows for smart management of contacts and groups.

Creating a group

- 1 Open  **Contacts**.
- 2 Touch **Groups** and then .
- 3 Enter the group name (for example Family or Friends) and then touch **OK**.
- 4 Touch . Select the contacts you want to add to the group, and then touch .

Editing a group

Add or remove people from a group or change the group name.

- 1 Open  **Contacts**.
- 2 Touch **Groups** and select the group you want to edit.
- 3 Touch  and add new members to the group.
- 4 Touch . You can:
 - Touch **Remove members** and remove members from the group.

- Touch **Delete group** and delete the group.
- Touch **Rename** to edit the group name.

Sending messages or emails to a group

- 1 Open  **Contacts**.
- 2 Touch **Groups** and select the group you want to send a message or an email to.
- 3 Touch  to send a message or touch  to send an email.

Deleting a group

- 1 Open  **Contacts**.
- 2 Touch **Groups**.
- 3 Touch and hold the group you want to delete, and then touch **Delete**.
- 4 Touch **Delete**.

 Deleting a contact group will not remove the contacts in the group from your phone.

Messaging and email

Viewing a text message

Open  **Messaging**, and then swipe up or down to scroll through your messages. To search for a message, swipe down in the list of message threads and enter your search term in the search bar.

Viewing spam messages

If your phone has incorrectly marked a message as spam, touch  > **Harassment filter** in the list of message threads. You can view spam messages and configure the spam settings.

Sending an text message

You can spice up your text messages by adding emoticons, images, videos, music, recordings and more.

- 1 Open  **Messaging**.
 - 2 In the list of message threads, touch .
 - 3 Select the recipient box and enter the contact name or phone number. You can also touch  to open your contact list and choose a contact or contact group.
 - 4 Select the text field and enter your message, and then touch .
-  If you have entered more than three lines of text, touch  to switch to full screen view. Touch  to add an attachment to your message.
-  **How do I cancel a text message after it was sent?** You can cancel a text message up to four seconds after it was sent. Touch  > **Settings**, and then turn on the **Cancel send** switch. Touch the message twice to cancel sending.

Replying to a message

- 1 Open  **Messaging**.
 - 2 In the list of message threads, touch a contact name or phone number to view the conversation thread.
 - 3 Select the text field and enter your message, and then touch .
-  **How do I reply to a message in the notification bar?** New messages will be displayed in the notification bar. Touch the button to compose a reply.

Deleting a thread

You can delete unwanted or old threads to tidy up your inbox.

- 1 Open  **Messaging**.
- 2 In the list of message threads, touch and hold a thread.
- 3 Select the threads you want to delete, and then touch  > **Delete**.

Managing messages

You can delete unwanted messages, forward messages to other contacts, copy and paste message content, and lock messages or add them to your favourites to prevent them from being deleted by accident.

- 1 Open  **Messaging**.
- 2 In the list of message threads, touch a contact name or phone number to view the conversation thread.
- 3 Touch and hold a message. You can:
 - **Forward the message:** Touch  to forward the message to another contact.
 - **Delete the message:** Touch  > **Delete** to delete the message.

- **Copy the message:** Touch  to copy the message to the clipboard and paste it elsewhere. When viewing a message, touch the message twice to enter full screen text selection view.
- **Add the message to your favourites:** Touch  > **Copy to Favourites** to add the message to your favourites. When you delete messages, messages in your favourites will not be affected. In the list of message threads, touch  > **Copy to Favourites** to view your favourite messages.
- **Lock the message:** Touch  > **Lock** to lock the message. When you delete messages, locked messages will not be affected.

Managing common phrases

You can create common phrases to save your time when you're composing a text message.

1 Open  **Messaging**.

2 In the list of message threads, touch  > **Settings** > **Advanced** > **Common phrases**.
You can:

- Touch a common phrase to edit it.
- Touch  to create a common phrase.

 **How do I add a common phrase to a text message?** When composing a text message, touch . Select **Phrase**, and then select a common phrase to add it to your message.

Adding an email account

Adding a POP3 or IMAP email account

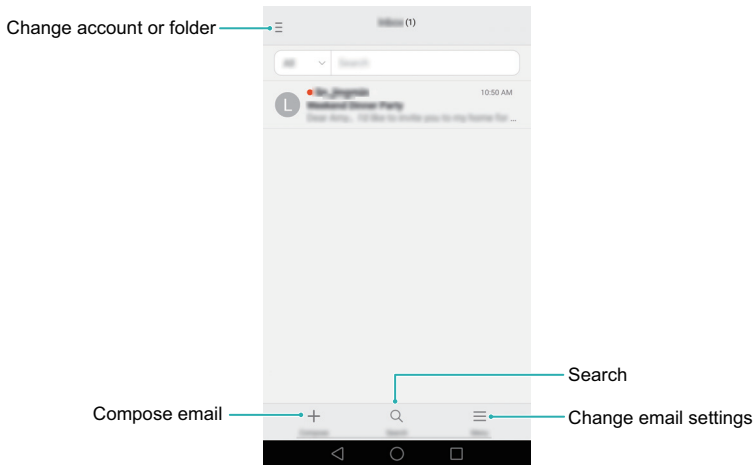
When adding an account, consult your email service provider if you are unsure about the account settings.

1 Open  **Email**.

2 Choose an email service provider or touch **Others**.

- 3 Enter your email address and password, and then touch **Next**. Touch **Manual setup** to add an account manually.
- 4 Follow the onscreen instructions to configure your account. The system will automatically connect to the server and check the server settings.

Once the account has been set up, the **Inbox** will be displayed.



-  After adding an email account, touch  > **Settings** > **Add account** in your **Inbox** to continue adding other accounts.

Adding an Exchange account

Exchange is an email system developed by Microsoft for businesses. Some email service providers also provide Exchange accounts for individuals and families.

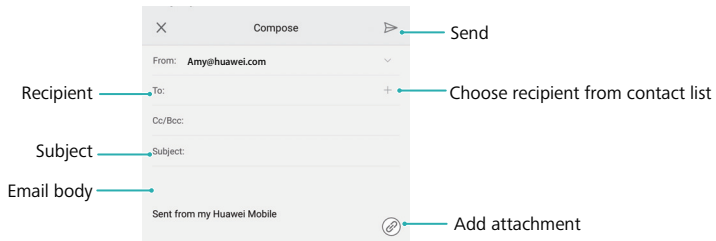
When adding an account, consult your email service provider if you are unsure about the account settings.

- 1 Open  **Email**.
- 2 Touch **Exchange**.
- 3 Enter your email address, username and password. Touch **Next**.
- 4 Follow the onscreen instructions to configure your account. The system will automatically connect to the server and check the server settings.

Once the account has been set up, the **Inbox** will be displayed.

Sending an email

- 1 Open  **Email**.
- 2 Touch .
- 3 Touch **From:**, and then select the email account you want to use.
- 4 Enter one or more recipients.
-  To Cc or Bcc the email to multiple recipients, touch **Cc/Bcc:**.
- 5 Enter your email subject and main body. Touch  to add an attachment.
- 6 Touch .



Touch  > **Save** to save your email as a draft.

Checking your emails

When you open **Email**, your phone will automatically check for new emails. To check for new emails manually, swipe down in your **Inbox**.

- 1 Open  **Email**.
- 2 In your **Inbox**, touch  in the upper left corner to select an account.
- 3 Touch the email you want to read. You can:
 - Touch  to star for future reference.

- Touch  to delete.
- Touch  to reply.
- Touch  to reply to all.
- Touch  to forward.
- Touch , and then select **Mark unread** to mark an email as unread.
- Swipe left or right to read the next or previous email.

Managing VIP contacts

You can add important contacts to your VIP list. Emails from your VIP contacts will appear in a separate inbox.

- 1 Open  **Email**.
 - 2 In your **Inbox**, open the email that you want to read.
 - 3 Touch the contact's photo, and then select **Add to VIP list** in the pop-up menu.
-  To change the notification settings and ringtones for your VIP contacts, go to the **Inbox** screen and touch  > **Settings** > **VIP notifications**.

Configuring account settings

Changing email accounts

If you have added multiple email accounts on your phone, ensure you switch to the right account before viewing or sending emails.

- 1 Open  **Email**.
- 2 In your **Inbox**, touch  in the upper left corner to open the account list.
- 3 Select the email account you want to use.

Removing an email account

- 1 Open  **Email**.

2 In **Inbox**, touch  > **Settings**.

3 Select the account you want to remove.

4 Touch **Remove account** > **OK**.

After you remove an email account, you will no longer be able to send or receive emails using that account.

Personalising your email account

You can display contact pictures and set the inbox update frequency, choose what to display after deleting an email, change your signature, and change email notification tones.

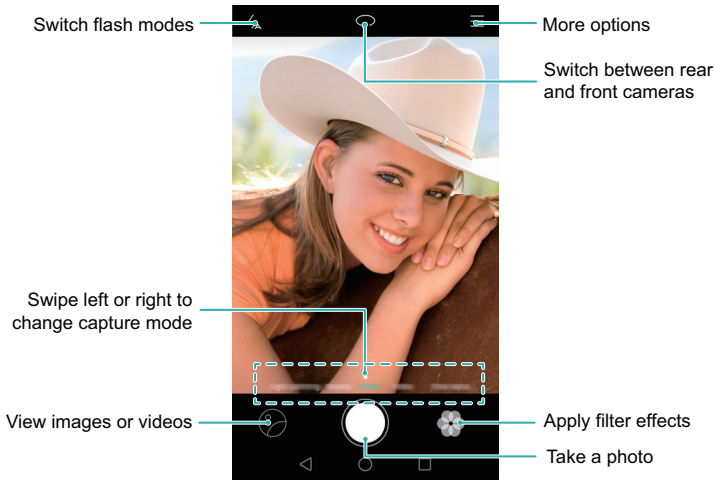
1 Open  **Email**.

2 In your **Inbox**, touch  > **Settings**, and then choose the desired settings.

Camera and Gallery

Accessing the viewfinder

Open  **Camera** to access the viewfinder.



 For more information on the camera settings, refer to [Camera settings](#).

Taking a photo

- 1 Open  **Camera**.
- 2 Select the desired shooting mode.
- 3 Frame the scene you want to capture. Your phone will focus automatically. You can also select a point on the screen as a focal point.
-  To adjust the focal length, pinch two fingers together or spread them apart on the viewfinder.
- 4 Touch  to take a photo.

Touch the thumbnail  at the bottom left of the screen to view a photo and share it with friends. For more information, refer to [Sharing images or videos](#).

Capture modes

The camera comes with a range of capture modes so that you can take stunning photos in a variety of different shooting scenarios.

 Your phone may not support all of these capture modes.

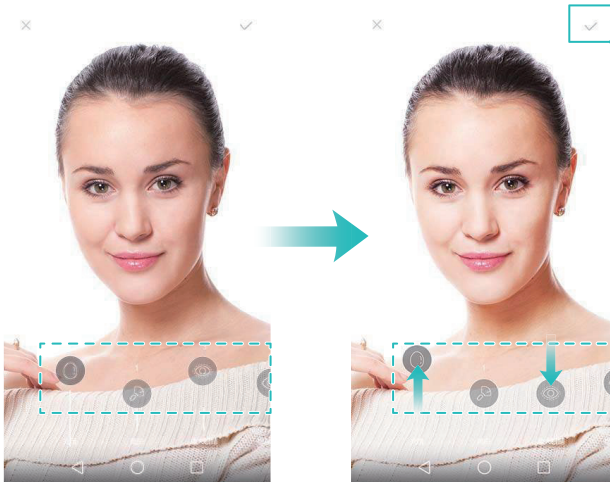
To change the capture mode, swipe left or right on the viewfinder or touch .

- **Beauty:** Drag the slider to adjust the beauty level and apply facial enhancement effects.
- **Panorama:** Use this mode to take wide-angle shots. For more information, refer to [Taking a panoramic photo](#).
- **Panorama:** Use this mode to take panoramic self portraits. For more information, refer to [Taking panoramic self-portraits](#).
- **Super night:** Use this mode to take nighttime shots. The camera will automatically adjust the exposure based on the ambient light conditions. For more information, refer to [Super Night mode](#).
- **HDR:** Enhance a photo taken under insufficient or excessive light conditions.
- **All-focus:** Use this mode to reselect the focal point after taking a photo. For more information, refer to [All-Focus mode](#).
- **Professional:** Use this mode for stunning, DSLR-quality images. For more information, refer to [Pro camera mode](#).
- **Light painting:** Capture trails of light by using slow shutter speeds. For more information, refer to [Light Painting mode](#).
- **Watermark:** Add a selection of watermarks to your photos.
- **Audio note:** Use this mode to record a few seconds of audio when taking a photo.

Perfect Selfie mode

With Perfect Selfie mode, your phone will automatically detect your face in a group shot and apply preset facial enhancement settings to make you stand out from the crowd.

- 1 Open  **Camera**.
- 2 Touch  >  > **Perfect selfie**, and then turn on the **Perfect selfie** switch.
- 3 Touch **Perfect selfie** to configure the facial enhancement settings.
 - a) Take three photos of your face from the front, side, and with your head lowered.
 - b) Adjust the settings for your eyes, pupils, skin tone and face shape as desired. Touch  to confirm.



- **Change your calibration photos:** On the camera settings screen, select **Perfect selfie** > **Edit personal info** to update your calibration photos.
- **Change the facial enhancement settings:** On the camera settings screen, touch **Perfect selfie** > **Set beauty effects** to adjust the beauty settings, such as skin tone and face shape.

Switch to **Beauty** mode, and then touch  to take a photo. The camera will automatically detect your face and apply the preset facial enhancement settings.

Super Night mode

Super Night mode improves the quality of images taken at night and in low-light conditions by accentuating the detail of darker areas to produce brighter, more colourful images.

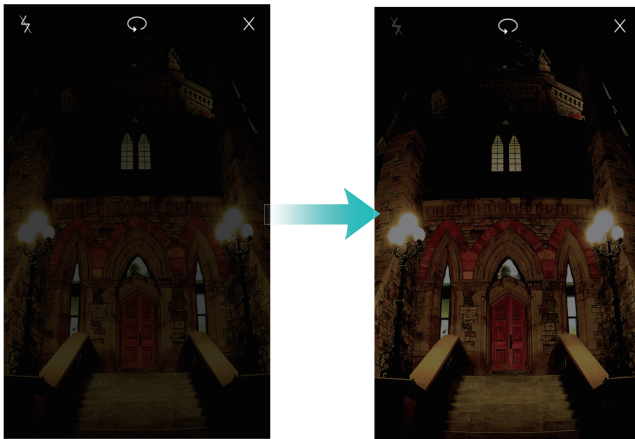
 Use a tripod to minimise camera shake.

1 Open  **Camera**.

2 Touch  > **Super night**.

 Touch **Auto** and follow the onscreen instructions to manually adjust the ISO and other exposure settings.

3 Hold your phone steady, and then touch  to take a photo. Your phone will take several shots and automatically combine them into one image.



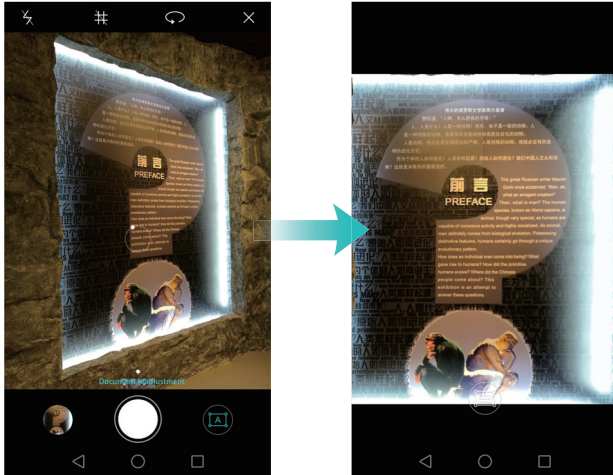
Document correction

You can use document correction mode to automatically adjust the orientation of a document in a photo. For example, if you're sitting at the edge of a meeting room, you can take a photo of a PPT and then use document readjustment to crop and straighten the image so that it fits perfectly on your screen.

1 Open  **Camera**.

2 Touch  > **Document readjustment**.

- 3** Focus on the subject (for example, PPT, poster or screen), and then touch  to take a photo. Your phone will automatically extract the part of the image containing text and adjust its orientation so that it is easier to read.

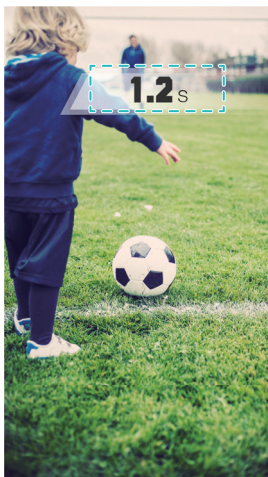


Ultra Snapshot

Press the volume down button twice to take a photo, even when the screen is off.

 This feature is not available during music playback.

- 1** Open  **Camera**.
- 2** Touch  >  > **Ultra snapshot**, and then select **Open camera and take quick snapshot**. Select **Off** to disable this feature.
- 3** Point the camera at the desired object, and then press the volume down button twice in quick succession. The camera will automatically take a photo and display the capture time.

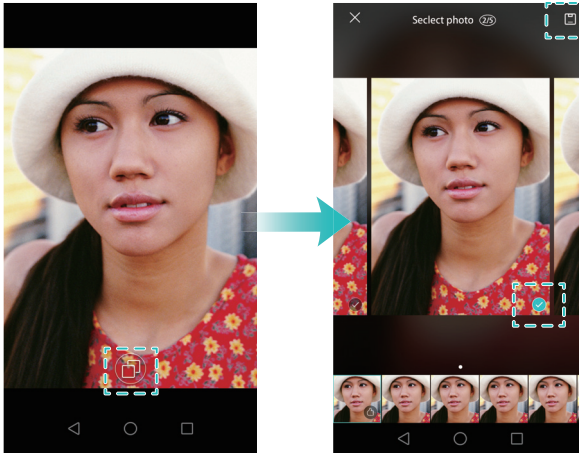


-  Due to the rapid capture time, image quality may decrease for nighttime or close-up shots. Choose a location with ample light and shoot from a suitable distance.

Burst shooting

Use burst mode when you want to take photos of a moving subject, for example, during a football match. The camera will capture several images in quick succession so that you don't miss out on the action.

- 1** Open  **Camera**.
- 2** Focus on the subject, and then press and hold  to start the burst sequence. Release your finger to stop shooting.
- 3** To view and select images, touch the image thumbnail , and then touch .
-   indicates photos that were taken in burst mode.
- 4** Your phone will automatically select the best shot. Touch  to select another photo, and then touch . The phone will automatically save the selected photos and delete the others.



Adding watermarks to photos

You can personalise your photos by adding watermarks. For example, you can add the time, location or your mood.

- 1 Open  **Camera**.
- 2 Touch  > **Watermark**.
- 3 Swipe left or right, or touch **More**, and then select the desired watermark.
- 4 Drag the watermark to reposition.



- 5 Touch  to take a photo.

Voice activated shooting

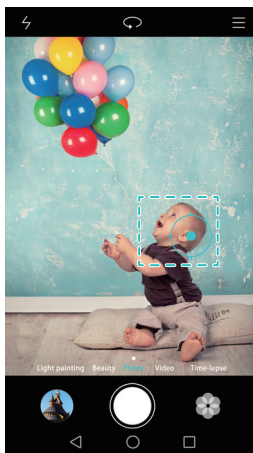
The camera comes with voice activated shooting for hands-free control.

- 1 Open  **Camera**.
- 2 Touch  >  > **Audio control**.
- 3 Turn on the **Audio control** switch. You can:
 - Take a photo when you issue a voice command.
 - Take a photo when the phone detects a loud sound, such as when you say "cheese".
- 4 Frame the scene you want to capture. Your phone will take a photo automatically when you issue a voice command or the phone detects a loud sound.

Object tracking

Use object tracking when taking photos of moving subjects, such as people or animals. The camera will automatically focus on the moving subject to ensure that your image stays in focus.

-  Object tracking mode and smile capture cannot be used at the same time.
- 1 Open  **Camera**.
 - 2 Touch  > , and then turn on the **Object tracking** switch.
 - 3 Touch your subject on the screen. Your camera will remain focused on the subject.
 - 4 Touch  to take a photo.



All-Focus mode

With All-Focus mode, you can change the focal point after you take a photo for greater clarity.

- 1 Open  **Camera**.
- 2 Touch  > **All-focus**.
- 3 Hold your phone steady and ensure that the subject stays still. Touch  to take a photo. Your phone will take several shots using different focal lengths and combine them into a single image.
- 4 Touch the image thumbnail , and then touch  to change the focal point.
-   indicates photos that were taken in All-Focus mode.
- 5 Touch the area of the photo that you want to be in focus and set it as the focal point.
Touch  to save the changes.



Time-lapse mode

Time-lapse mode allows you to capture and speed up subtle changes in the natural world. For example, you can record the opening of a flower or the movement of clouds.

- 1 Open  **Camera**.

2 Swipe left or right and select **Time-lapse**.

3 Touch  to start a video recording.

4 Touch  to stop recording.

Touch the thumbnail  to play the recording. The video will be played back at a higher frame rate.



Slow motion recording

You can record videos in slow motion to enjoy fast-moving scenes in detail, such as falling water droplets or dance moves.

1 Open  **Camera**.

2 Touch  > **Slow-mo**.

3 Touch  to start a video recording.

4 Touch the screen to focus on an object or area during recording.

5 Touch  to end the recording.

Touch the thumbnail  to play the recording back in slow motion.

Pro camera mode

Pro camera mode gives you full control over the camera settings so that you can take professional-looking shots in challenging shooting scenarios. You can manually adjust the exposure and other capture settings.

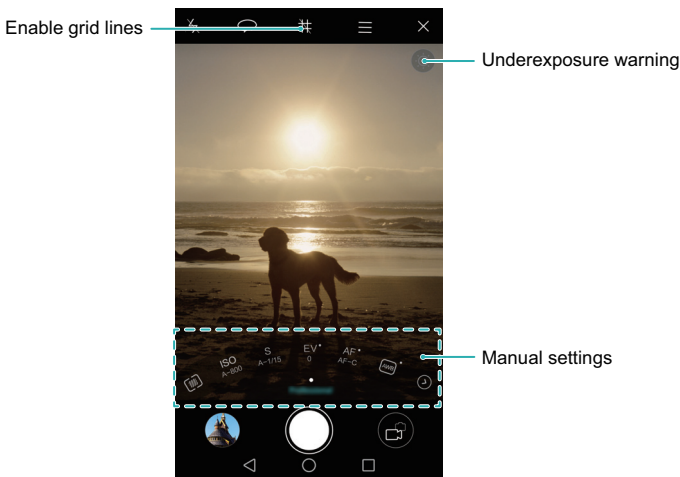
Using Pro camera mode

Your phone comes with Pro camera mode, which gives you manual control over the camera settings for professional quality shots.

- 1 Open  **Camera**.
- 2 Touch  > **Professional**.
- 3 You can add a grid or spiral overlay, and manually configure camera settings. For more information, refer to [Pro camera settings](#).
- 4 Touch  to take a photo.

Pro camera settings

When you switch to Pro camera mode, you can adjust a whole range of camera settings in the viewfinder to produce professional-looking shots. For example, you can just the ISO, exposure compensation, white balance, shutter speed and more.



**Grid
overlay
icon**

Touch the grid overlay icon to enable the overlay. You can select a 3 x 3 grid, phi grid or a spiral overlay. Use the 3 x 3 grid for general shooting scenarios. The phi grid is similar to the 3 x 3 grid, but uses the golden ratio to divide the viewfinder into distinct sections. Use the spiral grid for indoor photography or portrait shots.

**Low
exposure
icon**

Touch this icon to restore the default exposure settings. This icon will only appear when the exposure is too low.

**Manual
settings**

- : Touch to configure the metering mode (the method used to determine the exposure). You can select matrix metering, center-weighted metering or spot metering. Matrix metering is set by default.
 - **ISO**: Touch to adjust the camera's sensitivity to light. Increasing the ISO will create a brighter picture, but there will be a noticeable increase in noise. You can configure the camera to adjust the ISO automatically or you can adjust it manually.
 - **S**: Touch to set the shutter speed. You can configure the camera to adjust the shutter speed automatically or you can adjust it manually.
 - **EV**: Touch to set the exposure compensation. Select an exposure setting to increase/decrease the brightness. Touch and hold the icon to lock the current exposure setting.
 - **AF**: Touch to set the focus mode. You can select touch to focus, continuous autofocus or manual focus. Continuous autofocus is set by default. When continuous autofocus is selected, touch and hold the icon to enable the focus lock.
 - : Touch to select a white balance according to the ambient light conditions. You can choose from daylight, tungsten bulb, fluorescent lamp and more. You can also adjust the colour temperature. Touch and hold the icon to lock the white balance.
-

Light Painting mode

Light Painting mode enables you to take stunning shots of light trails without the need to manually adjust the aperture or shutter speed. You can choose from four different settings depending on the shooting scenario.

- **Car light trails:** Capture trails of light made by cars at night.
- **Light graffiti:** Capture trails of light in a dark environment.
- **Silky water:** Capture silkily smooth images of flowing water.
- **Star track:** Capture stunning images of star trails in the night sky.

Tail light trails

In Light Painting mode, select **Car light trails** to capture the trails of light made by cars at night.

 Use a tripod to minimise camera shake.

1 Select a suitable location and hold your phone steady.

 Shoot from a distance for the best results. Avoid pointing the camera at street lamps to prevent parts of the image from becoming overexposed.

2 Open  **Camera**.

3 Touch **Light painting > Car light trails**.

4 Touch  to start the exposure. The exposure time is displayed at the bottom of the screen.

5 A preview of the image is displayed in the viewfinder. When the desired exposure time has elapsed, touch  to end the exposure.



Light graffiti

In Light Painting mode, select **Light graffiti** to create patterns or text by moving a light source in front of the camera.

- Choose a light source with a suitable colour and brightness, such as a torch or glow stick.

- Use a tripod to minimise camera shake.

1 Select a suitable location and hold your phone steady.

- Choose a location away from other sources of light to ensure that the person holding the light source does not appear in the image.

2 Open  **Camera**.

3 Touch **Light painting > Light graffiti**.

4 Touch  to start the exposure. The exposure time is displayed at the bottom of the screen.

5 A preview of the image is displayed in the viewfinder. Touch  to end the exposure.

Silky water

In Light Painting mode, select **Silky water** to capture silkily smooth images of waterfalls and rivers.

 Use a tripod to minimise camera shake.

1 Select a suitable location and hold your phone steady.

2 Open  **Camera**.

3 Touch **Light painting** > **Silky water**.

4 Touch  to start the exposure. The exposure time is displayed at the bottom of the screen.

5 A preview of the image is displayed in the viewfinder. When the desired exposure time has elapsed, touch  to end the exposure.



Star track

You can use your camera to capture the movement of stars in the night sky.

- Use a tripod to minimise camera shake.
- Choose a location away from light pollution with a good view of the night sky. Clear skies will produce the best results.

1 Use a tripod to hold your phone steady.

- When shooting the image, stay away from sources of light and avoid excessive exposure times to prevent parts of the image from becoming overexposed.

2 Open  **Camera**.

3 Touch **Light painting > Star track**.

4 Touch  to start the exposure. The exposure time is displayed at the bottom of the screen.

5 A preview of the image is displayed in the viewfinder. When the desired exposure time has elapsed, touch  to end the exposure.



Panoramic shots

Taking a panoramic photo

You can select Panorama mode to take wide-angle shots.

1 Select a suitable location and hold your phone steady.

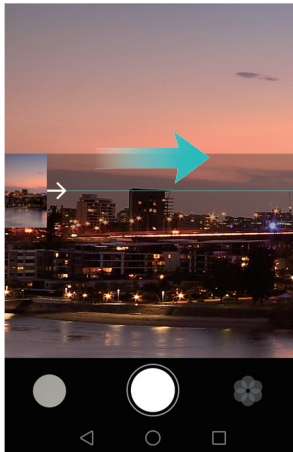
-  • Shoot the image in a wide, open space and avoid monochromatic backgrounds.
- Shoot the image from a distance.

2 Open  **Camera**.

3 Touch  > **Panorama**.

4 Touch  to start shooting.

5 Follow the onscreen instructions to take the photo. Slowly move your camera from left to right, ensuring that the arrow stays level with the centre line.



6 Touch  to stop shooting. The camera automatically stitches the photos together to create one panoramic photograph.



Taking panoramic self-portraits

You can also take wide-angle shots in self-portrait mode. This is ideal when you want to capture beautiful surroundings.

 You cannot take panoramic self-portraits in landscape mode.

1 Open  **Camera**.

2 Touch  to select the front-facing camera.

3 Touch  > **Panorama**.

4 Hold your phone steady, and then touch  to take the first photo.

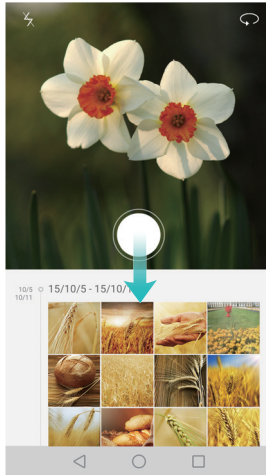
-  • Make sure that subjects don't move between each photo.
- Hold your phone steady and move slowly while you turn.

5 Turn your phone to the left while following the onscreen instructions. Your phone will take the second photo automatically when the blue box lines up with box on the left-hand side.

6 Turn your phone to the right while following the onscreen instructions. Your phone will take the final photo when the blue box lines up with the box on the right-hand side. The camera automatically stitches the photos together to create a panorama.

Launching the camera from Gallery

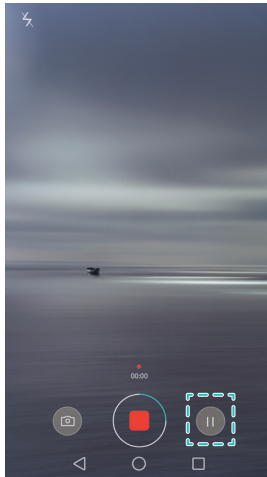
- 1 Open  **Gallery**.
- 2 Go to the **Photos** tab, and then swipe down to display the viewfinder in half screen mode. Swipe down again to launch the camera.
-  Not all camera features are available in half screen mode.



- 3 Select the desired shooting mode. For more information, refer to [Capture modes](#).
- 4 Touch  to take a photo.
- 5 Touch  **Return** to return to Gallery.

Shooting a video

- 1 Open  **Camera**.
- 2 Swipe left or right and select **Video**.
- 3 Touch  to start a video recording.
- 4 Touch the screen to focus on an object or area during recording. Touch  to pause recording, and then touch  to resume.



- 5 Touch  to end the recording.
-  While recording, touch  to save the current scene as a photo.

Video settings

 Beauty mode and Stabiliser cannot be enabled at the same time.

Touch  >  in video recording mode to configure the following settings:

- **Resolution:** Configure the video resolution.
- **GPS tag:** Display the location where the video was recorded.
- **Preferred save location:** Set the default storage location for your videos. You can select the phone's internal storage or the microSD card.
- **Beauty mode:** Automatic facial enhancement during recording. Beauty mode is not supported for some video resolutions.
- **Object tracking:** Touch an object on the screen. The camera will focus on the selected object when capturing the video.
- **Stabiliser:** Minimises camera shake during recording.

Camera settings

Touch  >  in the camera app to configure the following settings:

- **Resolution:** Set the camera resolution.
- **GPS tag:** Display the location where the photo was taken.
- **Preferred save location:** Set the default storage location for your photos. You can select the phone's internal storage or the microSD card.
- **Perfect selfie:** Enable or disable this function in **Beauty** mode for automatic facial recognition and customised portrait enhancement. For more information, refer to [Perfect Selfie mode](#).
- **Audio control:** Take a photo using voice commands.
- **Volume button function:** Configure the volume button settings. You can select **Shutter**, **Zoom** or **Focus**.
- **Mute:** Enable this feature to mute the camera. Due to legal constraints, this feature is not available in all countries and regions.
- **Timer:** Enable this feature to set a self-timer.

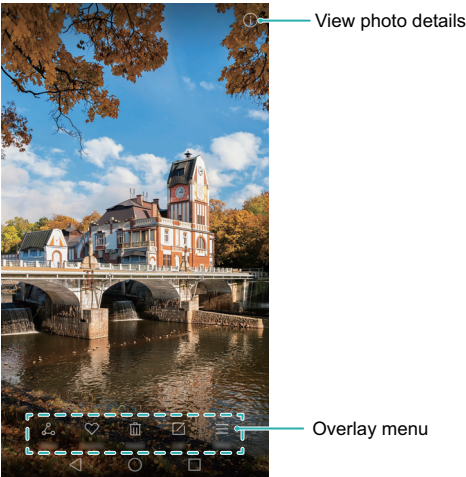
- **Touch to capture:** Touch the viewfinder to take a photo.
- **Capture smiles:** The camera will automatically take a photo when it detects a smile.
- **Object tracking:** Touch the object you want to focus on. The camera will track and focus on the selected object. For more information, refer to [Object tracking](#).
- **Ultra snapshot:** Touch the volume down button twice to take a photo when the screen is locked. For more information, refer to [Ultra Snapshot](#).
- **ISO:** Set a photo's ISO. Increasing the ISO can reduce blurring caused by dark conditions or movement.
- **White balance:** Adjust a photo's white balance. Adjust the white balance according to the brightness of the surroundings.
- **Image adjustment:** Adjust saturation, contrast and brightness.

Viewing photos and videos

You can view the following photos and videos in Gallery:

- Photos and videos shot with the camera.
- Photos and videos that your friends shared with you.
- Photos and videos synced from your computer.
- Photos and videos saved from messages, emails or websites, as well as screenshots.

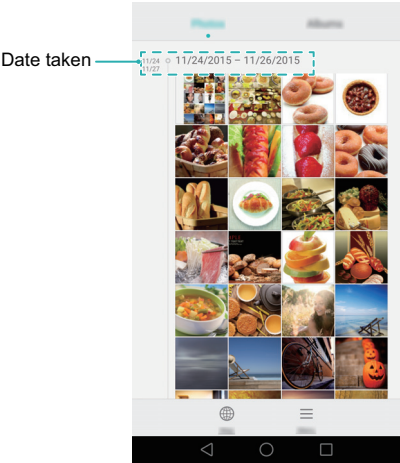
Open  **Gallery**, and then touch an image to view it in full-screen mode. Menu options will be hidden when you view photos or videos in full-screen mode. Touch any part of the screen to display the menu options. You can:



- **Set a photo as the home screen wallpaper:** When viewing a photo in full-screen mode, touch > **Set as** > **Wallpaper** to set it as the home screen wallpaper.
- **View image details:** Touch to view the image details, such as the ISO, exposure compensation and resolution.

Viewing photos in chronological order

Go to the **Photos** tab. Photos are automatically displayed in chronological order. Touch > **Settings**, and then turn on the **Show time** switch to display the time a photo was taken.



Viewing photos by location

Go to the **Photos** tab, and then touch . Photos with location information will be displayed on a map. Touch  > **Settings**, and then turn on the **Show location** switch to display the location where the shot was taken.

Playing a slideshow

Go to the **Photos** tab, and then touch  > **Slideshow**. Touch the screen to stop the slideshow.

Viewing photos and videos by album

Go to the **Albums** tab. Photos and videos are automatically added to the default folders. For example, videos that you shoot using the camera are automatically added to the **Camera videos** folder, and screenshots are added to the **Screenshots** folder.

Hiding albums

You can hide infrequently used albums to make browsing easier. To hide an album, go to the **Albums** tab, touch  > **Hide albums**, and then turn on the switch next to the album you want to hide. Turn off the switch next to the album to unhide it.

Adding notes to an image

You can use Gallery to add notes to your images and bring them to life.

- 1 Open  **Gallery**.
- 2 Touch an image to view it in full-screen mode. Touch  > **Add memo**.
- 3 Enter your note. You can add the image to your Magazine unlock images so that it will be displayed on the lock screen.

Organising photos and videos

Use Gallery to organise your photos and videos so that you can find them quickly and easily.

Adding photos or videos to a new album

- 1 Open  **Gallery**.
- 2 Go to the **Albums** tab, and then touch  and enter the album name.
- 3 Select the images or videos that you want to add to the new album, and then touch .
- 4 Select whether you want to copy or move the photos or videos to the new album.

Moving photos or videos to other albums

- 1 Open  **Gallery**.
- 2 Touch and hold an image or video thumbnail in the **Photos** or **Albums** tab, and then select the files that you want to move.
- 3 Touch , and then select the destination album or touch  to create a new album and select it as the destination album.

Deleting images or videos

If you're running out of storage space, you can use Gallery to delete unwanted photos and videos.

- 1 Open  **Gallery**.
- 2 Touch and hold an image or video thumbnail in the **Photos** or **Albums** tab, and then select the files that you want to delete.
- 3 Touch  > **Delete** to delete the selected files.

Sharing images or videos

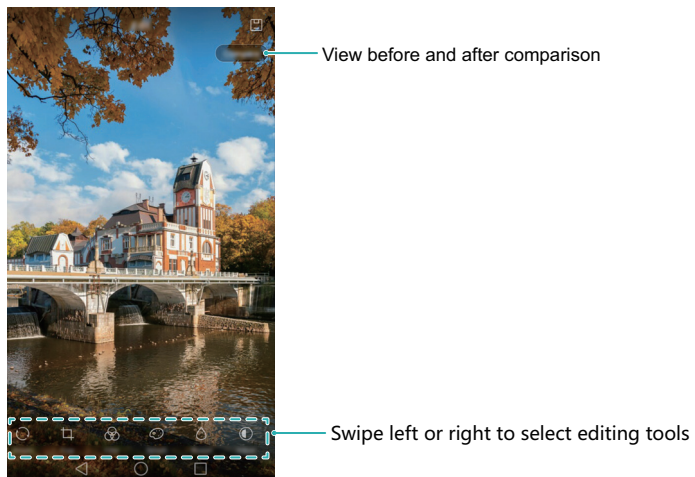
You can use Gallery to share photos and videos with your friends through different apps.

- 1 Open  **Gallery**.
- 2 Touch and hold an image or video thumbnail in the **Photos** or **Albums** tab, and then select the files that you want to share.
- 3 Touch , choose a sharing method, and follow the onscreen instructions to share your files.

Editing an image

The Gallery app comes with a powerful image editing tool that you can use to bring your photos to life. For example, you can draw graffiti, add watermarks or apply a variety of filters.

- 1 Open  **Gallery**.
- 2 Touch an image to view it in full-screen mode. Touch  to edit the image.
- 3 Select an image editing tool. You can:



- **Rotate an image:** Touch  and swipe on the screen to adjust the angle of rotation. Touch **Mirror** to create a mirror image of the photo.
- **Crop a photo:** Touch  to select the crop ratio (for example, 16:9). Drag the dotted edges to crop the image to the desired size.
- **Add a filter:** Touch  and select the desired filter.
- **Accentuate colours:** Touch  and select the colours that you wish to accentuate.
- **Blur an image:** Touch . Drag the slider to adjust the amount of blur. Drag the circle to the part of the image that you do not want to blur.
- **Adjust image parameters:** Touch . You can adjust the brightness, contrast, saturation and more to make your image look more vivid.
- **Apply facial enhancement effects:** Touch  to apply facial enhancement effects to people in an image. You can choose from various skin and eye enhancement effects.
- **Apply mosaic effects:** Touch , and then select the desired mosaic effect.
- **Draw graffiti:** Touch  to select the brush and colour.
- **Add a watermark:** Touch  to add a watermark and personalise your photo. You can choose from time, location, weather, exercise type and more.
- **Add a label:** Touch , and then select the desired label type and font. You can use labels to record your mood or thoughts.

Using Camera or Gallery to scan a QR code

QR codes are a quick and convenient way to receive information. For example, you can scan a QR code to view discount information or add contacts. You can scan a QR code using the camera or use Gallery to scan a QR code contained in an image stored on your phone.

Scanning a QR code in an image

- 1 Open  **Gallery**.
- 2 Select the image containing the QR code that you want to scan to view it in full-screen mode.

3 Touch the screen. Gallery will automatically scan the QR code.

4 Touch **View details** to view the QR code details.

Scanning a QR code using the camera

1 Open  **Camera**.

2 Frame the QR code in the viewfinder. The camera will automatically scan the QR code.

3 Touch **View details** to view the QR code details.

Music and video

Adding songs to your phone

You can save songs to your phone or add them to a playlist so that you can listen to your music on-the-go.

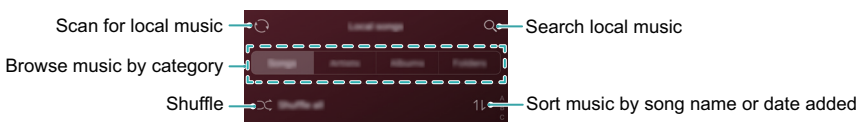
To add songs to your phone:

- Copy songs from your computer using the USB cable.
- Download songs from the Internet.
- Copy songs with Bluetooth. For more information, refer to [Sending and receiving files using Bluetooth](#).
- Copy songs from other devices using Wi-Fi Direct. For more information, refer to [Using Wi-Fi Direct to send and receive files](#).

Searching for local music

You can use keywords to quickly find your favourite songs.

- 1 Open  **Music**.
- 2 Touch **Local songs**.
- 3 Touch  to search for and view your local music.
- 4 You can choose to organise your music by song name, artist, album name or folder. To search for a specific song, touch , and then enter the song name, artist or album in the search bar.



Listening to music

 Features may vary depending on your network operator.

1 Open  **Music**.

2 Touch **Local songs**.

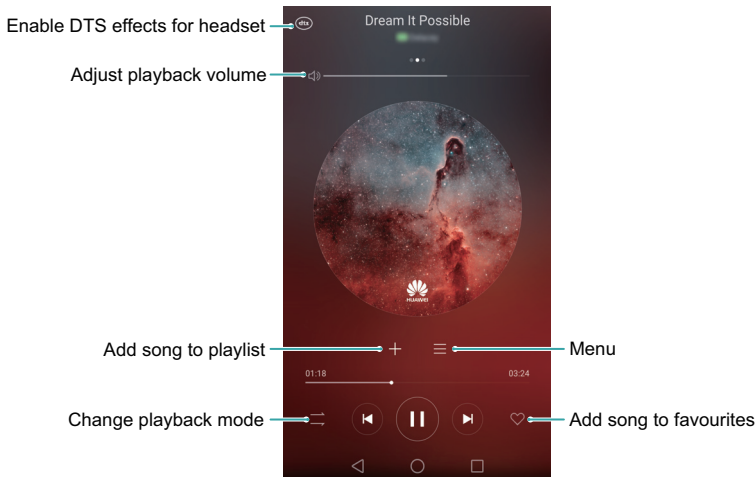
3 Touch a song to play it.

Using your phone during music playback

- When a song is playing, touch  **Home** to exit the music playback screen without stopping the song. To return to the music playback screen, open the notification panel and touch the song that is playing.
- To close the music player, go to the **My music** screen, and then touch  > **Close app**.
- Touch the song that is playing to return to the playback screen. Swipe left or right to view the song list, album cover and lyrics.

Using the playback screen

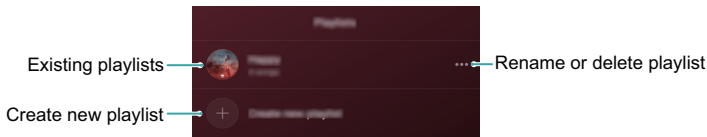
Touch the playback screen to display or hide the menu icons.



Creating a playlist

You can organise your music by creating customised playlists that contain your favourite songs.

- 1 Open  **Music**.
- 2 Touch **Playlists** > **Create new playlist**.
- 3 Name the playlist and touch **Save**.
- 4 Touch **Add**. Select the songs you want to add, and then touch ✓.
- 5 Touch ... next to the song name. You can select **Rename** or **Delete** to rename or delete a song.



Playing a playlist

You can create playlists according to mood or occasion and organise your music for fast access.

- 1 Open  **Music**.
- 2 Touch **Playlists** and select the desired playlist.
- 3 Touch a song to start playback. Touch **Shuffle all** to shuffle the songs in the playlist.

Setting a song as the ringtone

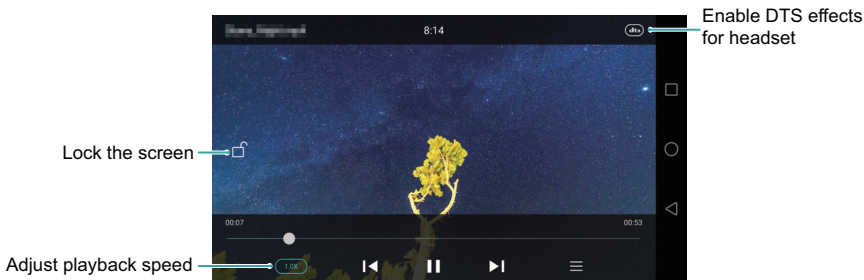
You can set your favourite songs as message or call ringtones to personalise your phone.

 Features may vary depending on your network operator.

- 1 Open  **Music**.
- 2 Find the song that you want to set as the ringtone.
- 3 Touch **...** > **Set ringtone** next to the song name. You can choose to set the song as the call, notification or alarm ringtone.

Playing a video

- 1 Open  **Videos**.
- 2 Touch the video you want to play.
- 3 Touch  to stop the video playback.



On the video playback screen, you can:

- Swipe left or right to rewind or fast-forward the video.
- Swipe up or down on the left side of the screen to adjust the screen brightness.
- Swipe up or down on the right side of the screen to adjust the volume.

Accessing the Internet

Using mobile data to access the Internet

Your network operator will charge you for using mobile data to access the Internet.

Before using mobile data, ensure that you have a data plan with your network operator.

1 Open  **Settings**.

2 Touch **More > Mobile network**.

3 Turn on the **Mobile data** switch to enable mobile data.

 If you don't require an Internet connection, disable mobile data to save battery power and reduce mobile data usage.

Using Wi-Fi to connect to the Internet

You will require a Wi-Fi access point or hotspot to connect to the Internet using Wi-Fi.

 Your personal data and financial information may be at risk if you connect to insecure public Wi-Fi networks.

Connecting to a Wi-Fi network

1 Open  **Settings**.

2 Touch **Wi-Fi** and then turn on the **Wi-Fi** switch. Your phone will list the available Wi-Fi networks.

- **Search manually for Wi-Fi networks:** Touch **Scan**. Your phone will scan again for available Wi-Fi networks.
- **Add a Wi-Fi network that is not shown in the list:** Touch **Add network**. Follow the onscreen instructions to configure the Wi-Fi settings and password.

3 Select the Wi-Fi network you want to connect to:

- If the Wi-Fi network does not require a password, your phone will connect automatically.

- If the network is protected, enter the password when prompted, and then touch **Connect**.

Once your phone is connected to a Wi-Fi network, it will display the  icon in the status bar. Your phone will remember Wi-Fi networks that you have used before and connect to them automatically.

Connecting to a Wi-Fi network using WPS

WPS allows your phone to connect to a WPS-enabled router without having to remember a password.

- 1 Open  **Settings**.
- 2 Touch **Wi-Fi** and then turn on the **Wi-Fi** switch.
- 3 Touch  > **Advanced settings**, and then do the following:
 - Touch **WPS connection**, and then press the Wi-Fi router's WPS button.
 - Touch **WPS PIN connection** to generate a PIN, and then enter this PIN on the Wi-Fi router.

Once your phone is connected to a Wi-Fi network, it will display the  icon in the status bar. Your phone will remember Wi-Fi networks that you have used before and connect to them automatically.

Connecting to the Wi-Fi network with the strongest signal

When you enable Wi-Fi+, your phone will automatically connect to the Wi-Fi network with the strongest signal. If you have enabled mobile data, your phone will automatically switch to your mobile data connection when Wi-Fi signal strength is poor to ensure that you stay connected to the Internet.

- 1 Open  **Settings**.
- 2 Touch **More** > **Wi-Fi+**.
- 3 Touch **Wi-Fi+ settings**.
- 4 Turn on the **Wi-Fi+** switch.

Sharing your mobile Internet with other devices

You can share your phone's mobile Internet with other devices (such as phones, tablets or computers) which do not have a working Internet connection. This function uses your SIM card's data plan. The following Internet sharing methods can be used:

- **Portable Wi-Fi hotspot:** Create a portable Wi-Fi hotspot to share your mobile Internet with other devices.
- **Bluetooth tethering:** Share your phone's mobile data connection with other devices using Bluetooth.
- **USB tethering:** Use a USB cable to share your phone's mobile Internet connection with a computer.

Using a portable Wi-Fi hotspot to share mobile Internet

You can set up a portable Wi-Fi hotspot to share your phone's Internet connection with other devices. Compared with Bluetooth tethering, the portable Wi-Fi hotspot feature offers quicker, longer-range connections, but is more power-consuming.

-  Check that mobile data is enabled on your phone. For more information, refer to [Using mobile data to access the Internet](#).



- 1 Open  **Settings**.
- 2 Touch **More > Tethering & portable hotspot**.

3 Touch **Portable Wi-Fi hotspot**, and then turn on the Wi-Fi hotspot switch.

After enabling your personal Wi-Fi hotspot, your phone will display the  icon in the status bar.

4 Touch **Configure Wi-Fi hotspot** to view or modify the hotspot name, security settings and password, and then touch **Save**.

- **How do I change the hotspot name?** The **Network SSID** is the hotspot's name. By default, this is your phone model. You can manually change the name to something that is easier to remember.
- **How do I change the hotspot security settings?** Touch **Security** to configure the hotspot security settings. Your phone uses **WPA2 PSK** encryption by default. Other devices will require a password to connect to the hotspot. If you choose **None**, devices will not require a password to connect to the hotspot.
- **How do I configure a password that is easy to remember?** The hotspot password is generated randomly by your phone. For security reasons, choose a password that is not easy to guess and change it regularly.
- **How do I configure the maximum number of connections?** Touch **Max. allowed connections** and change the maximum number of connections. By default, your phone will allow eight devices to connect to the hotspot concurrently.

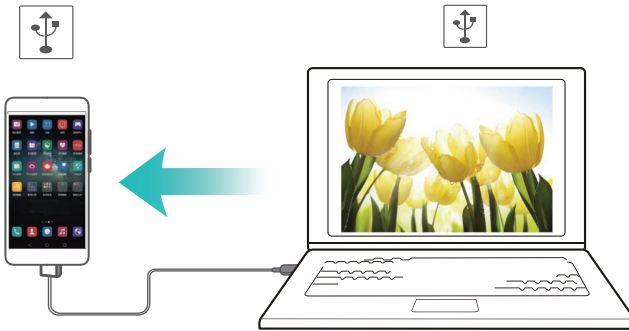
You will need to know the hotspot name and password to connect using other devices.

-  **How do I limit the amount of data that other devices can use?** Touch **Data limit** on the **Portable Wi-Fi hotspot** screen, and then follow the onscreen instructions to set the data limit. When connected devices exceed this limit, your phone will automatically disable the Wi-Fi hotspot.

Using USB tethering to share mobile Internet with a computer

Use a USB cable to share your phone's mobile Internet connection with a computer. This is useful if your computer's Internet connection stops working.

-  Check that mobile data is enabled on your phone. For more information, refer to [Using mobile data to access the Internet](#).
- Depending on your computer's operating system, you may need to install phone drivers on the computer or establish a network connection in order to use USB tethering. Refer to your operating system instructions.



- 1 Use a USB cable to connect your phone to the computer.
- 2 Open  **Settings**.
- 3 Touch **More > Tethering & portable hotspot**.
- 4 Turn on the **USB tethering** switch to share your mobile data connection.

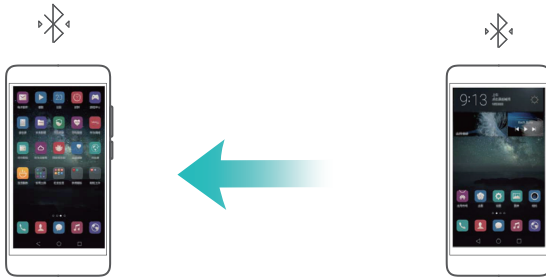
After enabling USB tethering, your phone will display the  icon in the status bar. You can then use the computer to access the Internet.

 You cannot use your phone's USB storage function when the phone is in USB tethering mode.

Using Bluetooth tethering to share mobile Internet with other devices

Use the Bluetooth tethering function to transform your phone into a wireless router and share the Internet with other devices. This function offers a relatively slow Internet connection with a maximum wireless range of 10 m, but consumes less power than a personal Wi-Fi hotspot.

 Check that you have a data plan with your network operator. For more information, refer to [Using mobile data to access the Internet](#).



1 Establish a Bluetooth connection between two phones and check that they are paired.
For details, see [Enabling Bluetooth and pairing your phone with another device](#).

2 Open  **Settings**.

3 Touch **More > Tethering & portable hotspot**.

4 Turn on the **Bluetooth tethering** switch to share your mobile data connection.

After enabling Bluetooth tethering, your phone will display the  icon in the status bar.
Other devices can now connect and use the mobile data connection.

Transferring data using Bluetooth

Enabling Bluetooth and pairing your phone with another device

1 Open  **Settings**.

2 Touch **Bluetooth**.

3 Touch the **Turn on Bluetooth** switch. Your phone will automatically search for and display nearby Bluetooth devices.

4 Select the device you want to pair with and follow the onscreen instructions.

Sending and receiving files using Bluetooth

Check that both phones are paired before attempting to transfer files.

- **Send files:** Touch and hold the file you want to send and touch **Share > Bluetooth**.
Your phone will automatically search for nearby devices. Select the receiving device.

- **Receive files:** When another device tries to send you files using Bluetooth, select **Accept** from the prompt that appears. Open the notification panel to view file transfer progress.

Unpairing Bluetooth devices

- 1 Open  **Settings**.
- 2 Touch **Bluetooth**.
- 3 Turn on the **Turn on Bluetooth** switch.
- 4 Touch ⓘ next to the name of the paired device, and then touch **Unpair**.

Changing your Bluetooth name

By default, your phone model is used as the device name when you enable Bluetooth. You can change the name to something more recognisable.

- 1 Open  **Settings**.
- 2 Touch **Bluetooth** > **Device name**.
- 3 Rename the phone and touch **OK**.

Transferring data using Wi-Fi Direct

You can use Wi-Fi Direct to transfer photos, web pages and contacts between two phones without connecting to a Wi-Fi network. Wi-Fi Direct is similar to Bluetooth but is faster, making it suitable for the transfer of larger files such as videos.

- ⓘ • Wi-Fi Direct can only be used to transfer data between two Huawei devices.
- Check that both devices support Wi-Fi Direct.



Connecting two phones using Wi-Fi Direct

To transfer data wirelessly between two phones, you will need to establish a Wi-Fi Direct connection.

- 1 Open  **Settings**.
- 2 Touch **Wi-Fi** and then turn on the **Wi-Fi** switch.
- 3 Touch  **Wi-Fi Direct**. Ensure that **Wi-Fi Direct** is also enabled on the other phone.
- 4 When your phone detects the other phone, select it. Follow the onscreen instructions to establish a Wi-Fi Direct connection between the two phones.

To terminate the Wi-Fi Direct connection, select  to open the **Wi-Fi Direct** screen. Select the phone you want to disconnect from and touch **OK** to disconnect.

Using Wi-Fi Direct to send and receive files

You can share files between two phones by establishing a Wi-Fi Direct connection.

 This feature requires a Wi-Fi connection. Ensure that Wi-Fi is enabled on both phones.

- 1 Open  **Gallery** and select the picture you want to send.
- 2 Touch **Share > Wi-Fi Direct**. Wait until the receiving device is detected, and then select it.

If the receiving device is not detected, please check that Wi-Fi is enabled.

- 3 On the receiving device, when the **File transfer** dialogue box appears, select **Accept** to receive the files.

Open the notification panel and touch **Notifications** to monitor file transfer progress. Received files are saved to the **Wi-Fi Direct** folder on your phone's internal storage by default.

Transferring data between your phone and a computer

Use a computer to view photos stored on your phone or transfer files between your phone and a computer.

For more information, refer to [Transferring data between your phone and a computer](#).

Transferring data between your phone and a USB storage device

You can use a USB On-The-Go (OTG) cable to connect your phone to a USB storage device directly and transfer files. Compatible USB storage devices include USB flash drives, card readers and phones with a microSD card.

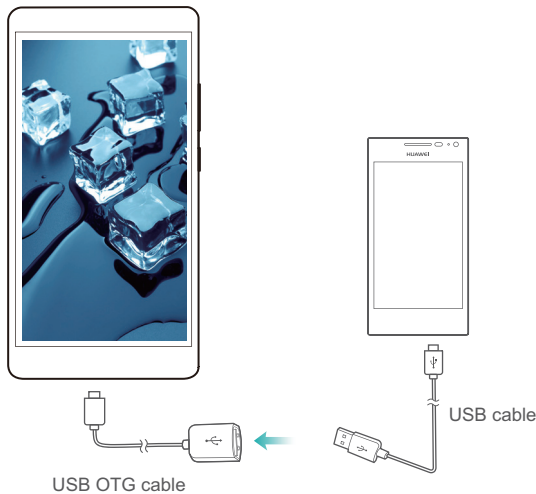
- This feature only applies to phones that support USB OTG cables.
- Please use a USB OTG cable that is certified by Huawei. To purchase a cable, please contact your device vendor.

Transferring data between your phone and a microSD card

You can use a USB OTG cable to access data on another phone's microSD card without using a computer.

- Make sure the phone you want to connect to has a microSD card inserted.

1 Connect to the other phone using a USB OTG cable and a USB data cable.



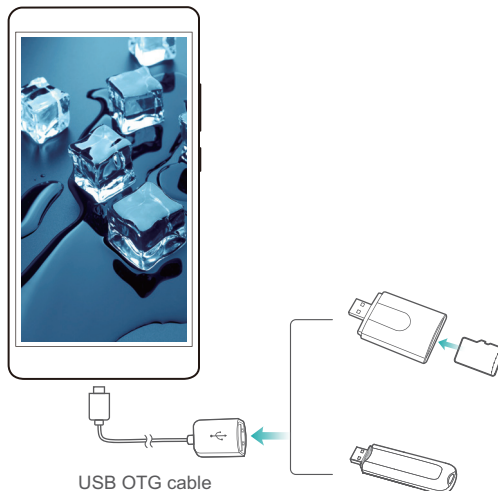
2 On the other phone, set the USB connection mode to USB flash drive.

- 3 Touch  > **Local** > **Linux USB drive** to browse data on the microSD card. You can select and copy data to a destination folder. For more information, refer to [Copying, moving or deleting files](#).
- 4 When you have finished browsing, touch **Settings** > **Advanced settings** > **Memory & storage** > **Linux USB drive** > **Eject**.
- 5 Disconnect the USB OTG and USB data cables from both phones.

Transferring data between your phone and a USB storage device

Your phone can access data on USB flash drives, card readers and other storage devices directly with a USB OTG cable.

- 1 Connect your phone to a USB flash drive with a USB OTG cable.



- 2 Touch  > **Local** > **Linux USB drive** to browse data on the USB flash drive. You can select and copy data to a destination folder. For more information, refer to [Copying, moving or deleting files](#).
- 3 When you have finished browsing, touch **Settings** > **Advanced settings** > **Memory & storage** > **Linux USB drive** > **Eject**.
- 4 Disconnect the USB OTG cable from the phone and the USB flash drive.

Multi-screen

Share multimedia content with friends and family. Multi-screen lets you connect wirelessly to a TV or screen and display your photos, videos or a game.

What if my TV doesn't support Multi-screen? As long as your TV supports HDMI, you can buy an Android TV box or a similar wireless device to display phone content on your TV.

Open  **Settings**. Touch **Advanced settings > MirrorShare**, and then select the receiving device.

 For more information, refer to the instruction manual for your TV box.

Using NFC to transfer data between phones

You can use NFC to share data rapidly between two phones. To share photos, videos, web pages and contacts, simply place the two phones back to back.

 This function is only available on phones that support NFC.

Enabling NFC

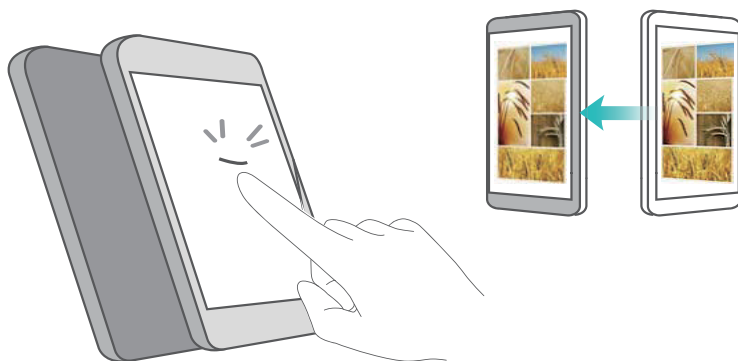
- 1 Open  **Settings**.
- 2 Touch **More > NFC**.
- 3 Turn on the **NFC** switch.
- 4 Turn on the **Huawei Beam** switch.

Using NFC to share web pages or contacts

Before sharing data, make sure that both phones are unlocked and that NFC and Huawei Beam are enabled.

- 1 Select the web page or contact that you want to share.
- 2 Hold your mobile phone and the receiving device back to back. After a connection is established, a sound will be played and the content you are sharing will shrink on the screen.

- 3** Follow the onscreen instructions and touch the screen to share data with the other device.

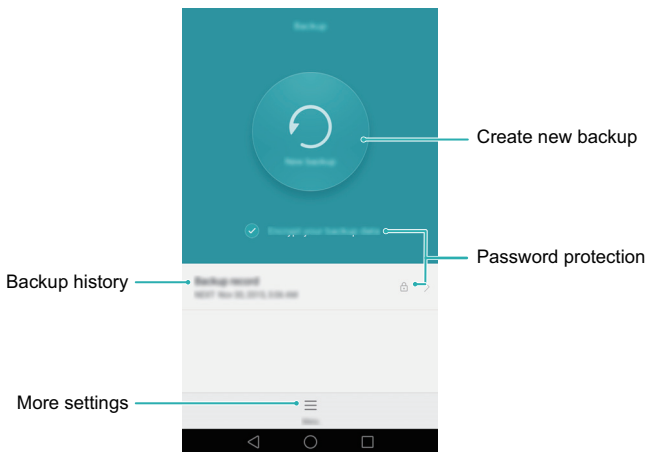


Backup and restore

Using the Backup app to back up and restore data

Easy backups help ensure you never lose your data. You can use a local backup to copy data to your phone's internal storage or a microSD card.

 Features may vary depending on your network operator.



Backing up data to local storage

- 1 Open  **Backup**.
- 2 Touch **New backup**
- 3 Select the data you want to back up, and then follow the onscreen instructions to perform the backup.

 If data encryption is selected, enter a password when prompted and ensure you remember it.

 By default, backup data is saved to the **HuaweiBackup** folder in **Files**.

Restoring data from local storage

- 1 Open  **Backup**.
- 2 Select the backup you want to restore.
-  If the backup data is encrypted, enter the encryption password when prompted.
- 3 Select the data you want to restore, and then touch **Restore**.

Restoring factory settings

Restoring your phone to the factory settings will erase all personal data from your phone storage, including account information, system and application settings, and downloaded applications.

 Back up important data on your phone before restoring factory settings. For more information, refer to [Using the Backup app to back up and restore data](#).

- 1 Open  **Settings**.
- 2 Touch **Advanced settings > Backup & reset > Factory data reset**.
- 3 Choose whether to format your internal storage, and then touch **Reset phone**.
-  Selecting **Erase internal storage** will delete all files on your internal storage, such as music and images.
- 4 Touch **Reset phone** to restore your phone to its factory settings. Your phone will restart automatically when the process is complete.

Updating your phone

Update your phone to the latest system version for the best user experience.

-  • Using unauthorised third-party software to update your phone may render your phone unusable or put your personal information at risk. It is recommended that you update through your phone's online update feature or download official update packages from Huawei's official website.
- All your personal data may be erased during a system update. It is recommended that you back up important data before updating your phone.

- When updating, ensure that your phone has at least 20% battery power remaining.
- After updating, you may find that some third-party apps are incompatible with your system, such as Internet banking apps and games. This is because it takes some time for third-party app developers to produce updated versions for new Android releases. Please wait until a newer version of the app is released.

 To view your phone's version number, touch **Settings > About phone > Build number**.

OTA updates

When a new system update is released, you will be prompted to download and install the latest version. Select OTA update for quick and secure updates.

 Ensure that your phone is connected to the Internet before updating. Connect to a Wi-Fi network before updating to avoid incurring data charges.

1 Open  **Settings**.

2 Touch **Update**. Your phone will automatically check for updates.

3 Select the latest version to download the update package.

4 Once the download is complete, touch **Restart and update**. The update process may take a while to complete. Do not use your phone before it has finished updating. Your phone will restart automatically when it has finished updating.

File management

Viewing files

Viewing files by category

If you like to keep your files organised, you can open the **Files** tab in **Categories**. Your files are automatically sorted into different categories.

Finding files quickly

If files are cluttered, use the search feature to quickly locate what you are looking for.

- 1 Open  **Files**.
- 2 In the **Local** tab, touch **Internal storage** or **SD card**.
- 3 Touch , and then enter the file name or keywords. Search results will be displayed below the search bar.

Sorting your files

If your files are cluttered, you can use the sort feature to arrange your files by type, name, size or date.

- 1 Open  **Files**.
- 2 In the **Local** tab, touch **Internal storage** or **SD card**.
- 3 Touch , and then sort files by type, name, size or date as desired.

Adding a bookmark

Add a bookmark to a file if you need rapid access to certain files, but don't want to clutter your home screen with shortcuts.

- 1 Open  **Files**.
- 2 In the **Local** tab, touch and hold the destination file or folder, and then touch  **>**
Add bookmark.
- 3 In the **Categories** tab, touch **Bookmarks** to view and access your bookmarked files.

Creating file shortcuts on the home screen

You can create a shortcut to frequently-used files on the home screen for easy access.

- 1 Open  **Files**.
- 2 In the **Local** tab, touch **Internal storage** or **SD card**.
- 3 Touch and hold on the file you want to create a shortcut for, and then touch  > **Create desktop shortcut**.

Sharing files

If you have an interesting photo or video, you can use **Files** to share it on social media or with friends.

- 1 Open  **Files**.
- 2 In the **Local** tab, touch **Internal storage** or **SD card**.
- 3 Select the files you want to share, and then touch  > **Share**.
- 4 Choose a sharing method, and then follow the onscreen instructions to share your files.

Creating folders

Create folders and place files inside them to keep your phone organised.

- 1 Open  **Files**.
- 2 In the **Local** tab, touch **Internal storage** or **SD card**.
- 3 Touch  , enter the name of the new folder, and then touch **Save**.

Renaming files

Give your files distinctive names so that you can find them more quickly.

- 1 Open  **Files**.
- 2 In the **Local** tab, touch **Internal storage** or **SD card**.

- 3 Touch and hold the file or folder you want to rename, and then touch  > **Rename**.
- 4 Rename the file or folder, and touch **OK**.

Copying, moving or deleting files

- 1 Open  **Files**.
- 2 In the **Local** tab, touch **Internal storage** or **SD card**.
- 3 Select the files you want to copy, move or delete. You can:
 - **Copy files to a destination folder:** Touch , select a destination folder, and then touch .
 - **Move files to a destination folder:** Touch , select a destination folder, and then touch .
 - **Delete files:** Touch  > **Delete**.

Creating or extracting archives

You can combine multiple files into a single **zip** archive. This format uses less storage space and is easy to share.

- 1 Open  **Files**.
 - 2 In the **Local** tab, touch **Internal storage** or **SD card**.
 - 3 Select the files or folders you want to add to the archive, and then touch  > **Compress**.
 - 4 Choose the archive destination. The selected files will then be compressed into a **zip** archive, which will be named automatically.
-  To extract an archive, touch and hold on the archive file, and then touch  > **Extract to**. Select where the archive should be extracted to.

Excluding small images

When viewing images, you may find that **Files** also displays lots of cached images and thumbnails from web pages you have visited. Exclude these images for a clutter-free viewing experience.

- 1 Open  **Files**.
- 2 Touch  > **Settings**, and then turn on the **Filter small pictures** switch to prevent files smaller than 30 KB from being shown.

Storing private files in a safe

To keep prying eyes at bay, enable Safe, set a password, and move files into a safe to encrypt them. You can always remove them from the safe at a later date.

- 1 Open  **Files**.
 - 2 In the **Categories** or **Local** tab, touch **Safe**.
 - 3 Touch **Enable** to set the safe storage location.
 - 4 Follow the onscreen instructions to set a password and security question, and then touch **Done** to open Safe.
 - 5 Touch  . Follow the onscreen instructions to select files, and then touch  to add them to the safe.
- **Remove files from a safe:** In Safe, open the folder which contains the files you want to remove. Touch and hold any file, select the files you want to move, and then touch  .
 - **Destroy a safe:** In Safe, touch **Settings** > **Destroy safe**. Follow the onscreen instructions to remove files from the safe and destroy it.
 - **Change the safe password:** In Safe, touch **Settings** > **Change password**. Follow the onscreen instructions to change the password.

Using your phone to view files shared by a computer

You can use the network neighbourhood feature in Files to view files stored on your computer.

- 1** Connect the computer and your phone to the same Wi-Fi network. For more information on connecting your phone to a Wi-Fi network, refer to [Connecting to a Wi-Fi network](#).
- 2** On the computer, enable sharing for files you want to access using your phone. For more information about sharing files on your computer, refer to your operating system instructions.
- 3** On the phone, open  **Files**.
- 4** In the **Local** tab, touch **Network neighbourhood** to view local network devices.
 -  If no devices are listed, touch  to refresh. If you can still see no devices, return to step 1 and check that the computer and phone are connected to the same Wi-Fi network.
- 5** Select the computer you want to connect to and enter the login username and password. After logging in, you can use your phone to view files shared by the computer.

To disconnect, return to the network neighbourhood list and touch and hold the computer you are connected to.

-  You can also use network neighbourhood to access shared files on your TV box or router if this feature is supported.

Power management

Monitoring your power usage

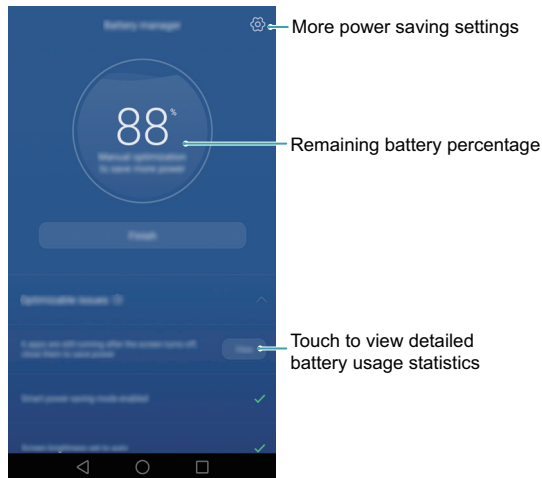
If your phone's battery life is too short, use Phone Manager to find out how you can save power.

1 Open  **Phone Manager**.

2 Touch **Battery manager** > **Optimise**. Your phone will check for power consumption problems and automatically optimise performance.

i To further reduce power consumption, refer to **Optimisable issues**. Select **View** or **Optimise** to adjust the power settings manually.

3 Touch **Finish** to exit.



Viewing power usage

Phone Manager lets you rapidly identify and close apps which are draining your phone's battery.

Open  **Phone Manager**, and then touch **Battery manager**. You can configure the following settings:

- Touch **Power usage firewall (power-intensive apps)** to view power-intensive background apps. Select the apps you want to close, and then touch  to kill them.
 - Touch **Consumption level** to see which phone hardware and software is using the most power. Select the apps you want to close, and then touch  to kill them.
-  A message will appear in the notification panel if power-intensive apps are running in the background. If you don't want to receive such notifications, touch  and then turn off the **Power-intensive prompt** switch.

Enabling the Ultra power plan

If you're waiting for an important call but your phone has low battery, enable the Ultra power plan in Phone Manager. This disables everything except essential calling, SMS, and contact functions, prolonging battery life.

Open  **Phone Manager**. Select **Battery manager** > **Power plan** > **Ultra**, and then select  > **Enable**.

Touch **Exit** to disable the Ultra power plan.

Closing background apps when the screen is locked

You can save a lot of power by closing background apps whenever the screen is locked.

- 1 Open  **Phone Manager**.
- 2 Touch  > **Protected apps**.

3 Turn off switches for non-essential apps to prevent them from running while the screen is locked.

i If you want an app to continue running after the screen is locked (such as a backup app that is performing a backup), turn on the switch for that app.

Press the power button to lock the screen. Your phone will close all background apps except those that are protected.

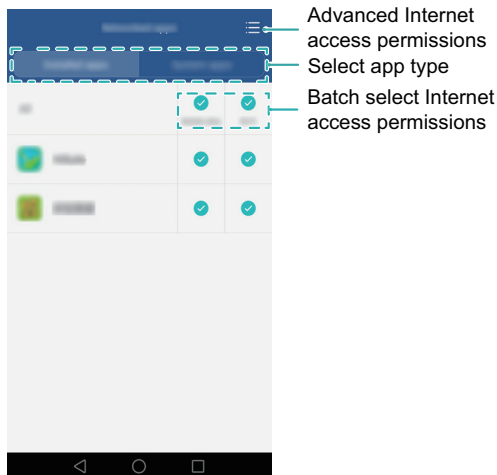
Preventing background apps from accessing the Internet

Use the networked apps manager to prevent certain apps from connecting to the Internet and using your data allowance.

1 Open  **Phone Manager**.

2 Touch **Traffic manager** > **Networked apps**.

3 Switch between the **Installed apps** and **System apps** tabs to configure the Internet access permissions for individual apps. Touch  to configure which apps have Internet access while roaming.



If you disable Internet access for an app, you will be asked if you want to enable Internet access next time you open it.

Configuring display and sound settings

You can save power by optimising the display and sound settings on your phone.

Refer to [Configuring the display settings](#) to learn how to save power by disabling Daydream, turning off the indicator light, and reducing the screen brightness and screen-off time.

Refer to [Sound settings](#) to learn how to save power by disabling unnecessary sound or vibration alerts.

Phone Manager – round-the-clock protection for your phone

Phone Manager helps you to free up space on your phone, block spam calls and messages, and prevent power-intensive apps from running in the background.

Phone Manager is a free system management application that helps you to protect and manage your phone. With Phone Manager, you can:

- Scan for problems and clean trash to optimise your system.
- Enable power saving mode to maximise your phone's standby time.
- Block unwanted calls, messages and notifications.

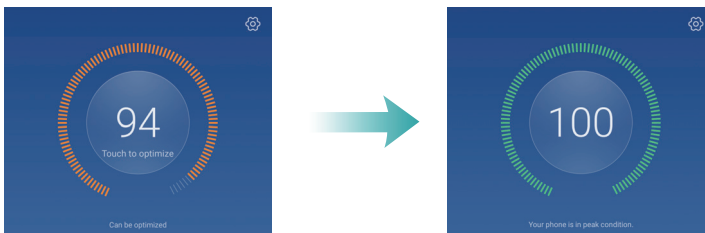
 The availability of Phone Manager features and services may depend on your country/region or network operator.

Optimising your system

You can use Phone Manager to make your phone run faster and optimise performance.

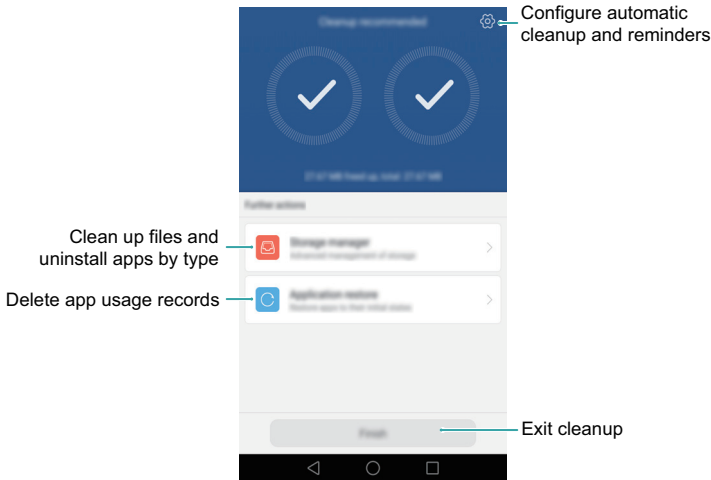
Conducting a comprehensive scan

Open  **Phone Manager**. Your phone will automatically conduct a comprehensive scan. Follow the onscreen instructions to clean up system trash, optimise system performance, and remove security vulnerabilities.



Cleaning up your phone

- 1 Open  **Phone Manager**.
- 2 Touch **System optimization** to scan for and clear cached app data and system trash.
-  Follow the onscreen instructions to manually clear files or configure the settings.

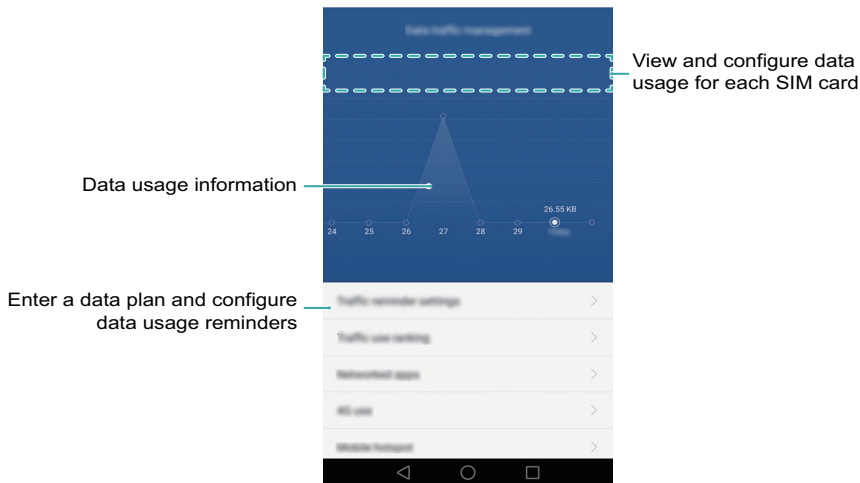


- 3 Touch **Finish** to exit.

Managing data usage

Phone Manager comes with a data management feature that you can use to monitor data usage and avoid exceeding your monthly allowance.

Open  **Phone Manager**, and then touch **Traffic manager**. You can view detailed data usage statistics or configure the following settings:



- **Traffic reminder settings:** Enter data plan details and configure data usage reminders.
- **Traffic use ranking:** View per-app data usage.
- **Networked apps:** Manage Internet access permissions for apps. Close unnecessary background apps that connect to the Internet to reduce data usage and power consumption. For more information, refer to [Preventing background apps from accessing the Internet](#).
- **Mobile hotspot** or **Mobile network settings:** Configure the settings for a mobile hotspot or mobile network connection.

Harassment filter

Phone Manager features a harassment filter and notification centre to block spam calls and messages and unwanted push notifications.

Open  **Phone Manager**. You can:

- Touch **Harassment filter** >  and follow the onscreen instructions to configure a call blacklist or whitelist, keywords and spam settings.
- Touch **Notification centre** and select an app to configure its notification permissions and settings.

Battery management

Phone Manager comes with a battery management feature to help you save power when you're out and about and prevent you from missing important calls and messages.

Open  **Phone Manager**, and then touch **Battery manager**. You can:

- Check your phone's power consumption and extend your phone's standby time. For more information, refer to [Monitoring your power usage](#).
- View detailed battery usage statistics and kill power-intensive background apps. For more information, refer to [Viewing power usage](#).
- You can switch to different power saving modes as required.

App lock

You can use App lock to prevent unauthorised access to apps. After you have enabled App lock, you will need to enter your password when you open a locked app. You will need to re-enter the password when you unlock the screen.

Open  **Phone Manager**, then touch **App lock**. Follow the onscreen instructions to set an App lock password and enter the answers to the security questions. To lock an app, turn on the switch next to the corresponding app. Touch  to change the password or disable App Lock.

Convenient features, making life easier for you

Calendar

Calendar helps you to plan your daily schedule. For example, it helps you to plan ahead and displays information about public holidays. If you have saved your contacts' birthdays, Calendar will automatically create birthday reminders.

Creating and deleting events

- 1 Open  **Calendar**.
- 2 Touch , and then enter the detailed event information.
- 3 Touch  to save the event.

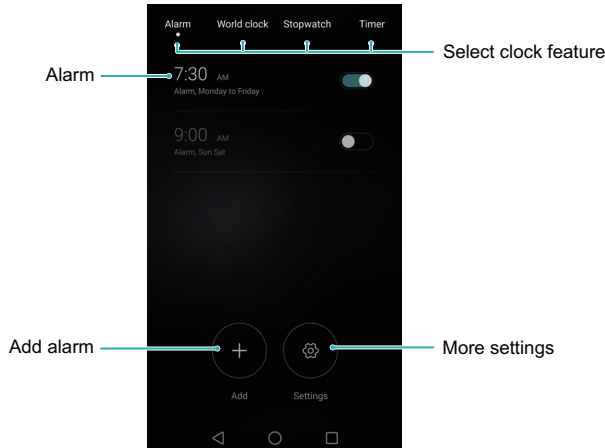
To delete an event, go to the event that you want to delete, and then touch .

Viewing the calendar

- 1 Open  **Calendar**.
- 2 On the **Calendar** screen, you can:
 - Touch **Month**, **Week** or **Day**. When in month, week or day view, swipe left or right to change the month, week or day that is displayed.

Clock

In the Clock app, you can add alarms, view world times and public holiday dates, and use the stopwatch and timer features.



Managing alarms

Open  **Clock**. In the **Alarm** tab, you can:

- **Add an alarm:** Touch  and set the alarm time, ringtone, repetitions and more. Touch  to apply.
- **Enable or disable an alarm:** Turn on the switch next to the alarm.
- **Configure the alarm settings:** Touch  to configure the snooze duration, silent mode settings and volume button behaviours.
- **Delete an alarm:** Touch and hold the alarm you want to delete, and then touch .

World clock

Open  **Clock**. In the **World clock** tab, you can:

- **Add a city:** Touch . Enter a city name or select a city from the list.
- **Set your time zone:** Touch  to set your time zone and system date and time.

- **Delete a city:** Touch **Edit cities**. Touch the  next to the city you want to delete, and then touch .

Stopwatch

- 1 Open  **Clock**.
- 2 Under **Stopwatch**, touch  to start timing.
 -  While timing, touch  to count laps. Swipe up on the timer in the middle of the screen to view your lap data.
- 3 Touch  to pause the stopwatch.
- 4 Touch  to resume the stopwatch. Touch  to clear the stopwatch data or  to view your lap data.

Timer

- 1 Open  **Clock**.
- 2 Under **Timer**, turn the wheel to set the countdown time.
 -  Touch  to set a ringtone for the timer.
- 3 Touch  to start the timer.
- 4 When the timer goes off, swipe on the screen to silence the ringtone.
 -  When the timer is counting down, touch  to reset the timer or touch  to pause the countdown.

Weather

Weather allows you to check the current weather and multi-day forecast for your location and many other destinations around the world.

Open  **Weather**, and then swipe up or down to view the weather information for your current location. Swipe left or right to view the weather for more cities.

Adding and deleting cities

You can add multiple cities to the weather app so that you can keep track of the weather in cities of interest to you.

1 Open  **Weather**.

2 Touch . You can:

- **Add a city:** Touch  > . Select a city from the list or search for the desired city in the search bar. You can add a maximum of 10 cities to the weather app.
- **Remove a city:** Touch and hold the city you wish to remove, and then touch .

Viewing weather information

1 Open  **Weather**.

2 Swipe left or right to switch between cities and view the local weather forecast. Swipe up to view more detailed weather information.

 The weather app displays temperatures in degrees Celsius by default. Touch  > **Temperature unit** to view temperatures in degrees Fahrenheit.

Updating the weather

1 Open  **Weather**.

2 Swipe left or right to find the city whose weather you want to update.

3 Swipe down from the top of the screen to update the weather manually.

 You can also configure automatic weather updates. Touch . Turn on the **Auto update** switch, and then configure **Update interval**. Your phone will update weather data at the scheduled interval.

Notepad

Use Notepad to record important information or shopping lists. You can set up reminders for each note.

-  On the Notepad home screen, pending notes are prefixed with "-" to help you quickly identify which notes require your attention.

Adding a note

- 1 Open  **Notepad**.

- 2 Touch **New note**, enter your note, and then touch  to save.

Once you have saved a note, follow the onscreen instructions to share or delete it or add it to your favourites.

Deleting notes

- 1 Open  **Notepad**.

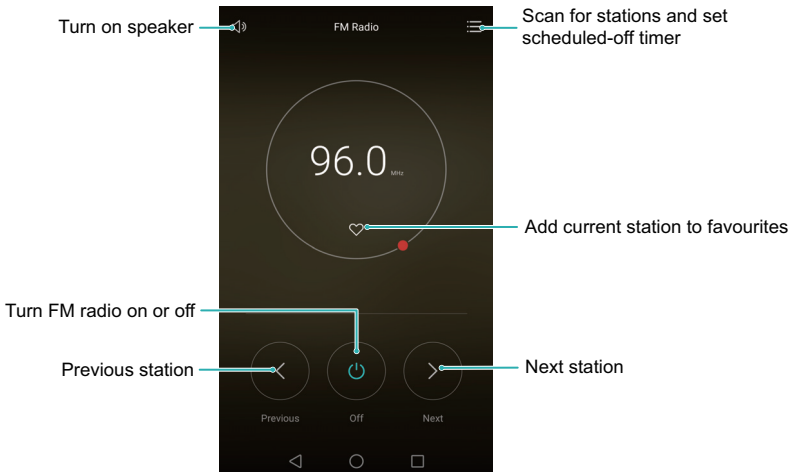
- 2 Touch and hold the note that you want to delete (or select multiple notes), and then touch .

- 3 Touch **Delete**.

FM Radio

i The FM radio requires a headset to be inserted, as the headset is used as the FM antenna.

Open  **FM Radio**.



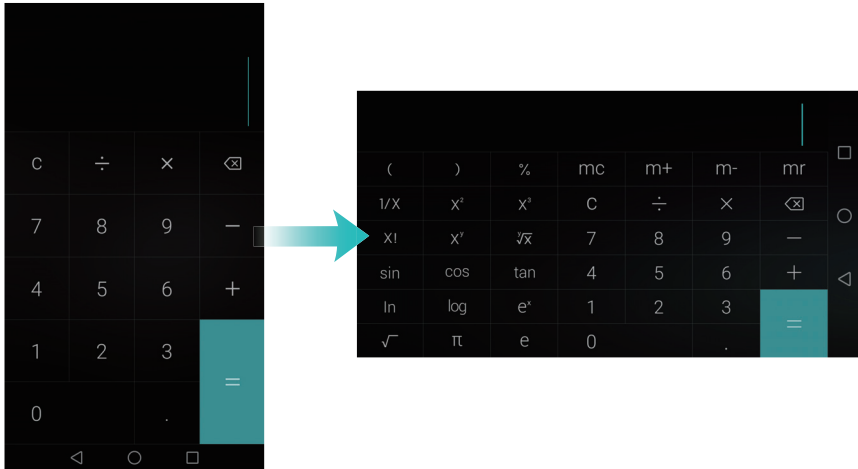
- **Search for available stations:** Touch  >  to search for and save available stations.

i Your phone will automatically search for and save stations the first time you open the FM radio.

- **Configure the scheduled off timer:** Touch  > , and then set the scheduled off duration.
- **Adjust the volume:** Press the volume up button to increase the volume or the volume down button to decrease the volume.

Calculator

Open  **Calculator**. Rotate the screen orientation to switch between the standard and scientific calculators.

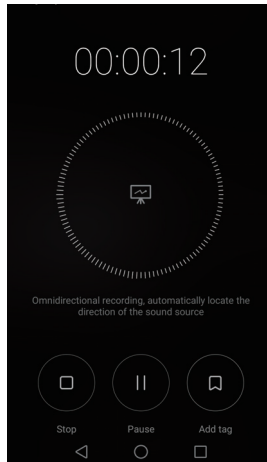


Sound recorder

You can use the Recorder app to record sound in a variety of different scenarios, such as meetings, interviews or your own voice.

Recording sound

- 1 Open  **Recorder**.
- 2 Swipe left or right on the screen to select a recording mode.
- 3 Touch  to start recording. When you select Meeting mode, your phone will automatically detect the direction of the sound source and increase the frequency response for that direction.



 In order to ensure optimum recording quality, place your phone on a flat surface and do not cover the microphone.

4 When you are recording, touch  to pause or  to add a tag.

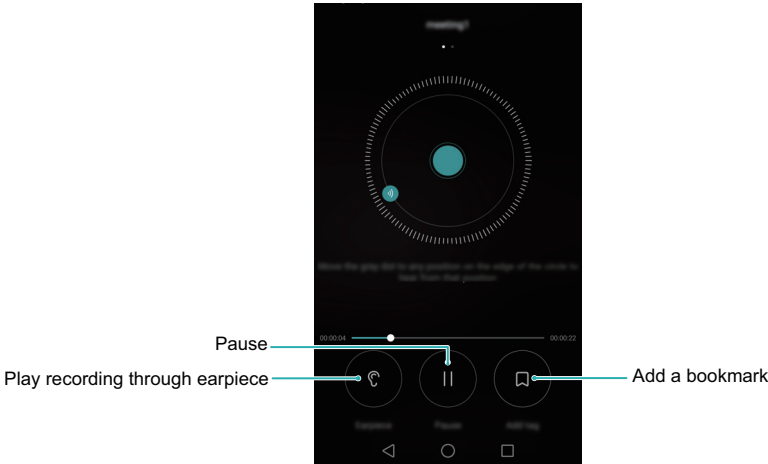
5 To end a recording, touch  . Enter a name for the recording file and then touch **Save**.

Playing a recording

1 Open  **Recorder**.

2 Touch  .

3 Go to the **Normal** tab, and then select the recording file you wish to play or press the play button next to the file name.



Mirror

Wish you had a mirror with you when you were out at a party? Your phone comes with a mirror app to help you maintain that stunning look while you're out and about.



- Touch the screen once to freeze the current screen. Touch again to unfreeze.
- Double touch the screen to zoom in. Double touch again to revert to the original screen.
- When you blow on the microphone, the phone will display a "steamed up" effect on the mirror. You can wipe the screen to remove this effect.

Settings

Enabling location access

Location access allows location-based apps (such as Weather and Camera) to collect and use your location data. You must enable location access before using maps or navigation apps.

 Features may vary depending on your network operator.

1 Open  **Settings**.

2 Touch **Advanced settings** > **Location services**, and then turn on the **Access to my location** switch.

3 You can choose **Mode**:

- **Use GPS, Wi-Fi and mobile networks:** Uses both GPS and your phone's Internet connection. Enable this option for highly accurate positioning.
- **Use Wi-Fi and mobile networks:** Uses your phone's Internet connection only. Enable this option to reduce power consumption and increase your phone's standby time.
- **Use GPS only:** Does not require a mobile data connection. Enable this option to reduce mobile data usage.

Configuring the display settings

You can configure the display settings to personalise your phone. For example, you can change the wallpaper, font size and screen-off time.

Open  **Settings**, and then touch **Display**. You can configure the following settings:

- **Colour temperature:** Adjust the colour temperature for images displayed on your phone. Select a warmer colour temperature for a softer look and a cooler colour temperature for a sharper image. Clear the **Default** check box to manually adjust the colour temperature.

- **Wallpaper:** Set the lock screen and home screen wallpapers. For more information, refer to [Themes and wallpaper](#).
- **View mode :** Change the size of the font, images and other user interface elements. Select **Large** to increase the font size or **Small** to fit more content on one screen.
- **Font size:** Set the font size.

 The extra huge font size will only be displayed in messages, contacts and the dialler app.

- **Daydream:** When this feature is enabled and you have set **Picture source** and **Duration**, your phone will automatically display images when it's being charged and the screen is locked.
- **Indicator light:** The status indicator will blink when you receive incoming calls, messages or other notifications.
- **Brightness:** Your phone will automatically adjust the screen brightness according to the ambient brightness. Clear the **Automatic brightness** check box to manually adjust the brightness.
- **Sleep:** The screen will lock automatically after a period of inactivity to reduce power consumption. Select **Sleep** to adjust the screen-off time or disable the automatic screen lock feature.
- **Auto-rotate screen:** If this option is enabled, your screen's orientation will switch automatically depending on how you hold your phone when performing certain operations, such as browsing a web page, viewing a picture or writing a message.
- **Wireless display:** Stream the content on your phone to other screens over Wi-Fi.

 The above options may not be available on all phone models.

Sound settings

Change the incoming call and message ringtones or set the system alert sound and vibration effects.

Open  **Settings**, and then touch **Sound**. You can configure the following settings:

- **Volumes:** Change the incoming call and message ringtone, and adjust the multimedia, alarm and call volume.

- **Silent mode:** Once enabled, your phone will not ring when you receive an incoming call or message, but the screen will still turn on. If you have also enabled **Vibrate in silent mode**, your phone will vibrate to alert you of incoming calls and messages.

 You can also open the notification panel, switch to the shortcuts tab, and touch  to switch between **Sound**, **Vibration**, and **Silent**.

- Select a ringtone under **Call ringtone & vibration** to change the ringtone. You can choose from preset ringtones or a local music file. Turn on the switch to enable vibrations when your phone rings.
- **Notification ringtone:** Choose a preset ringtone or a local music file as the notification tone for messages, emails and other notifications.
- When using your phone to listen to music or watch videos, insert a headset and enable **Headset DTS mode** for a stunning DTS multichannel surround sound experience.
- Touch the switches under **System** to enable or disable dialler touch tones, touch sounds, screen lock sounds, screenshot tones, power on or off tones, and haptic feedback.

 The above options may not be available on all phone models.

Changing the screen unlock method

You can set a screen lock password to prevent unauthorised access to your phone.

Setting a screen unlock pattern

- 1 Open  **Settings**.
- 2 Touch **Screen lock & passwords > Password > Pattern**
- 3 Connect at least four dots to create a screen unlock pattern, and then release your finger. Draw your screen unlock pattern again to confirm.
- 4 Enter a backup PIN containing at least four digits. If you forget your screen unlock pattern, you can enter the backup PIN to unlock the screen.

Using a password to unlock the screen

- 1 Open  **Settings**.

2 Touch **Screen lock & passwords** > **Password**.

3 You can choose to set a PIN or password:

- Touch **PIN**, and then enter a PIN containing at least four digits and select **Continue**.
- Touch **Password**, and then enter a password containing at least four characters and select **Continue**.

4 Enter your PIN or password again to confirm, and then touch **OK**.

 You can also use your fingerprint to unlock the screen. Touch **Enrol** in the pop-up dialogue box to add your fingerprint.

Enabling fingerprint unlock

1 Open  **Settings**.

2 Touch **Screen lock & passwords** > **Password**.

3 Touch **PIN** or **Password** and follow the onscreen instructions to configure the password settings.

4 Touch **Enrol** and follow the onscreen instructions to add a fingerprint and enable fingerprint unlock.

For more information on the fingerprint unlock feature, refer to [Using fingerprint recognition](#).

Removing the screen lock password

1 Open  **Settings**.

2 Touch **Screen lock & passwords** > **Password**.

3 Enter your screen lock password or pattern, and then touch **None**.

Aeroplane mode

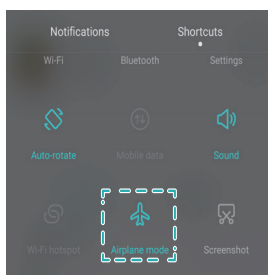
Wireless devices may interfere with an aeroplane's flight system. Power off your phone or switch to aeroplane mode when you are on a flight.

After you enable aeroplane mode, all of your phone's network features will be disabled. You will not be able to make or receive calls, or use mobile data, Bluetooth or Wi-Fi.

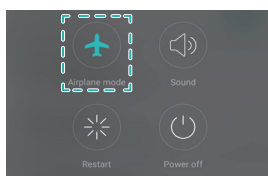
However, you will still be able to play music, watch videos, and use apps that do not require an Internet connection.

Use one of the following methods to enable or disable aeroplane mode:

- Swipe down from the status bar to open the notification panel. In the **Shortcuts** tab, turn on the **Aeroplane mode** switch.



- Press and hold the power button, and then touch **Aeroplane mode**.



- Open  **Settings**, and then turn on the **Aeroplane mode** switch.

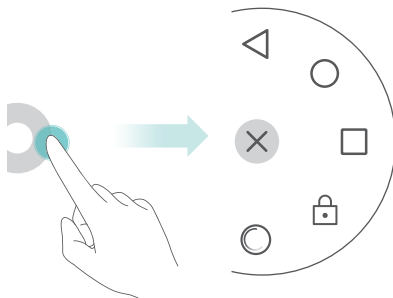
When aeroplane mode is on,  is displayed in the status bar.

Using the floating dock

The floating dock gives you rapid access to common phone functions, making it even easier to use. Once enabled, a floating dock is shown on most screens. You can drag it to the left or right as desired. You can use the floating dock to quickly perform common tasks, such as returning to the home screen or cleaning up phone memory.

Open  **Settings**. Touch **Settings > Smart assistance** and then turn on the **Floating dock** switch.

Once enabled, the floating dock  will be shown on all screens except the lock screen and notification panel. Touch  to expand the floating dock menu.



From the expanded menu, you can:

- Touch  to return to the previous screen or exit the current application.
- Touch  to return to the home screen.
- Touch  to display the list of recently used applications.
- Touch  to lock the screen.
- Touch  to clean up the phone memory and close all applications running in the background.
- Touch  to collapse the menu.

Setting your SIM card PIN

A personal identification number (PIN) is delivered with your SIM card to protect your phone data. If you have enabled PIN protection for your SIM card, you will need to enter the PIN each time you turn on your phone or insert the SIM card into another phone.

 Features may vary depending on your network operator.

Before you perform the following operations, make sure you have received a SIM card PIN from your network operator.

1 Open  **Settings**.

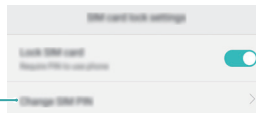
2 Touch **Advanced settings** > **Security**, and then select the options under **Card lock** to configure the SIM lock settings.

3 Turn on the **Lock SIM card** switch.

4 Enter your PIN, and then touch **OK**. Touch **Change SIM PIN** to change your PIN.



- You will be prompted to enter the PIN unblocking key (PUK) if you exceed the maximum number of incorrect PIN attempts. Your SIM card will become unusable if you incorrectly enter the PUK code too many times.
- Contact your network operator for details about these PIN and PUK code limits.



Change the PIN code for this SIM card

Setting up an account

Adding an account

Many apps and online services require you to create an account in order to access the full range of features.

1 Open  **Settings**.

2 Touch **Accounts** > **Add account**.

3 Select an account type, and then follow the onscreen instructions to enter your account information.

- You must install the corresponding app before you can add an account for a third-party app.
- To add a company account, refer to [Adding an Exchange account](#).
- To add an email account, refer to [Adding a POP3 or IMAP email account](#).

Deleting an account

1 Open  **Settings**.

- 2 Touch **Accounts**, and then select the account type.
- 3 Select the account that you want to delete, and then follow the onscreen instructions to delete it.

Syncing data with your phone

You can sync emails, contacts and other account data with your phone to ensure that all your information stays up-to-date when you change phones or log in to your account on your computer.

The type of data that can be synced depends on the account type. Some apps may not support syncing for all data types.

The example below illustrates how to sync data for an email account.

- 1 Open  **Settings**.
- 2 Touch **Accounts** > , and then select **Auto-sync data**. Follow the onscreen instructions, touch **OK**, and turn on the data sync switch.
- 3 On the **Accounts** page, select an account type and then select the account that you want to sync with your phone.
- 4 Touch  to sync.

Setting the date and time

 Features may vary depending on your network operator.

- 1 Open  **Settings**.
- 2 Touch **Advanced settings** > **Date & time** to configure the settings.

Changing the system language

- 1 Open  **Settings**.
- 2 Touch **Advanced settings** > **Language & input**.
- 3 Touch **Language & region**, and then select the desired language.

Accessibility features

About your phone's accessibility features

Accessibility features make it easier for users with impaired vision or hearing to use their phone.

TalkBack

Enabling or disabling TalkBack

TalkBack is an accessibility feature designed for visually impaired users. It provides audible prompts to help you operate your phone. Once it is enabled, your phone will issue audible prompts for all content that you touch, select or enable. Please enable with caution.

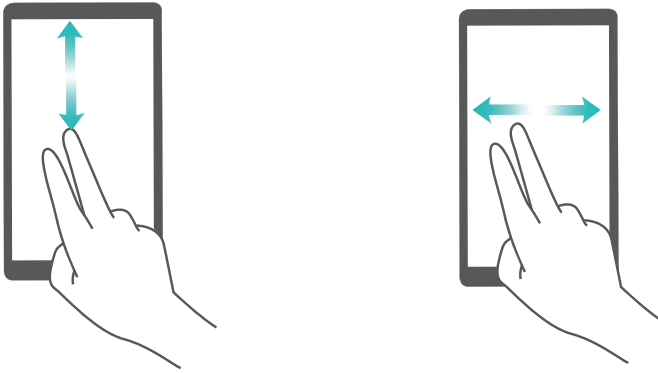
 TalkBack's audible prompts are not available for all languages.

- 1 Open  **Settings**.
- 2 Touch **Advanced settings > Accessibility > TalkBack**.
- 3 Turn on the **TalkBack** switch, and then touch **OK** to enable TalkBack. The audible tutorial will be started automatically when you enable TalkBack for the first time. If you need to play the tutorial again, touch  to access the settings, and then select the tutorial.
- 4 Touch , and then select **Explore by touch**. Your phone will not issue audible prompts for the content that you touch unless you turn on **Explore by touch**.

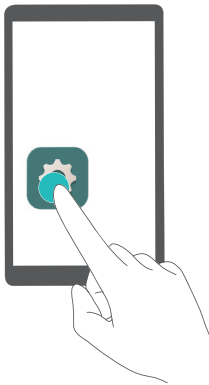
Using TalkBack to control your phone

After you have enabled TalkBack, you can use gestures to:

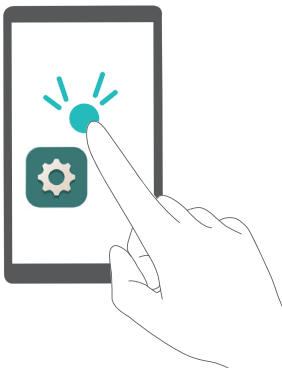
Browse the screen: Use two fingers to swipe on the screen (instead of one). Swipe up or down with two fingers to scroll through menu lists. Swipe left or right to move between screens.



Select an item: Touch an item with one finger to select it (it will not open). The phone will read out the content of the selected item.

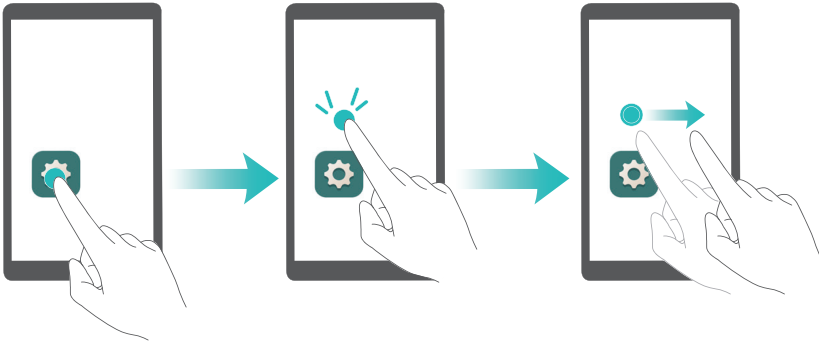


Open an item: Touch twice on any part of the screen using one finger to confirm your selection from the previous step.



For example, if you want to open **Settings**, two steps are required: Touch the **Settings** icon once using one finger, and then touch twice on any part of the screen.

Move an item: Touch the item you want to move and then touch twice anywhere on the screen. Keep your finger on the screen and then move the item to the desired location.



Configuring the TalkBack settings

You can customise the TalkBack settings to suit your individual needs.

- 1 Open  **Settings**.
- 2 Touch **Advanced settings** > **Accessibility** > **TalkBack** > .
- 3 You can adjust the feedback volume, audible feedback settings, control gestures and more.

Audible password prompts

This feature provides audible feedback for visually impaired users. When you enter a password, your phone will read out the letters as you type. This feature requires TalkBack to be enabled.

- 1 Open  **Settings**.
- 2 Touch **Advanced settings** > **Accessibility** and then turn on the **Speak passwords** switch.

Text To Speech (TTS) output

This feature converts text into speech for visually impaired users. This feature requires TalkBack to be enabled.

- 1 Open  **Settings**.
- 2 Touch **Advanced settings > Accessibility > Text-to-speech output**.
- 3 Select the desired speech synthesis engine and voice speed.

Captions

In addition to providing audible prompts, TalkBack also displays captions for hearing-impaired users. This feature requires TalkBack to be enabled.

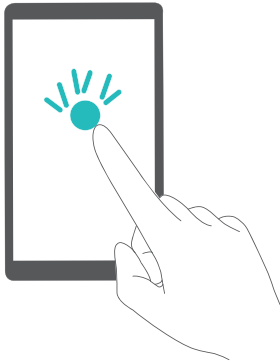
- 1 Open  **Settings**.
- 2 Touch **Advanced settings > Accessibility > Captions**.
- 3 Turn on the **Captions** switch, and then configure the language, font size and caption style.

Using magnification gestures

You can zoom in on a part of the screen to make it easier to see.

 The keyboard and the navigation bar cannot be magnified.

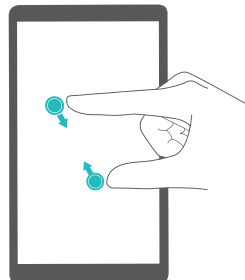
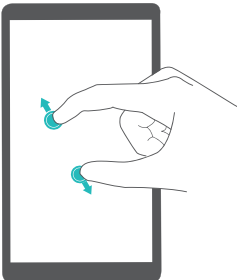
- 1 Open  **Settings**.
- 2 Touch **Advanced settings > Accessibility > Magnification gestures**.
- 3 Turn on the **Magnification gestures** switch.
 - To zoom in, touch the screen three times in quick succession. Touch the screen three times again to zoom back out. **Magnification gestures** will still be enabled when you touch the screen three times. To disable this feature, turn off the **Magnification gestures** switch.



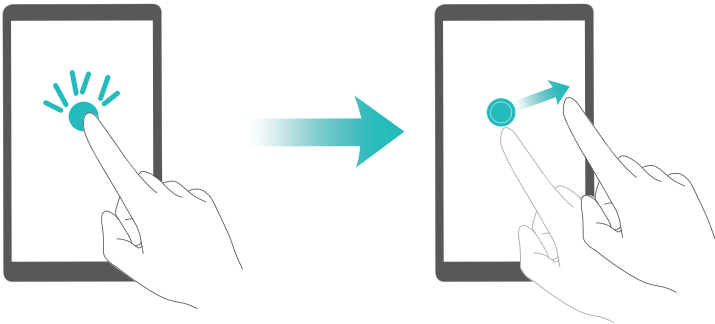
- Swipe on the screen using two or more fingers to browse a magnified area.



- Pinch two or more fingers together or spread them apart to adjust the zoom. To zoom in, spread your fingers apart. Pinch your fingers together to zoom back out.



- Touch the screen three times in quick succession and then hold your finger on the screen to zoom in temporarily. Keep your finger on the screen and swipe to browse a magnified area. Release your finger to zoom back out.



Using the power button to end a call

- 1 Open  **Settings**.
- 2 Touch **Advanced settings** > **Accessibility** and then turn on the **Power button ends call** switch.

Once you have enabled this feature, you can press the power button to end a call.

Adjusting the screen response time

You can adjust the time that it takes for your phone to respond to gestures, such as touch and hold.

- 1 Open  **Settings**.
- 2 Touch **Advanced settings** > **Accessibility** > **Touch & hold delay**.
- 3 Select the desired delay time: **Short**, **Medium** or **Long**.

Colour correction

Colour correction mode adjusts colours to make it easier for colour blind users to distinguish between different parts of the screen.

 Use this feature with caution. Colour correction is designed for visually impaired users and may affect your phone's performance.

- 1** Open  **Settings**.
- 2** Touch **Advanced settings** > **Accessibility** and then turn on the **Colour correction** switch.
- 3** Touch **Correction mode**, and then select a correction mode.

Safety information

Safety information

This section contains important information about how to use your device safely and how it operates. Read this information carefully before using your device.

Electronic device

Do not use your device if its use is prohibited or if it may cause danger or interference with other electronic devices.

Interference with medical equipment

- Adhere to any rules or regulations set forth by hospitals and health care facilities.
- Some wireless devices may affect the performance of hearing aids or pacemakers. For more information, contact your service provider.
- Pacemaker manufacturers recommend maintaining a minimum distance of 15 cm between a pacemaker and a wireless device to prevent potential interference with the pacemaker. If using a pacemaker, hold the device on the side opposite the pacemaker and do not carry the device in your front pocket.

Protecting your hearing when using a headset



- To prevent possible hearing damage, do not listen at high volume levels for long periods.
- Using a headset at high volumes may damage your hearing. To reduce this risk, lower the headset volume to a safe and comfortable level.
- Exposure to high volumes while driving may cause distraction and increase your risk of an accident.

Areas with flammables and explosives

- Do not use the device in environments where flammables or explosives are stored, such as a petrol station, because the electronics in the device may trigger an explosion or fire. Always adhere to any warning signs or information that may be present in these environments.

- Do not store or transport the device in containers with flammable liquids, gases, or explosives.

Traffic safety

- Adhere to local laws and regulations while using the device. To reduce the risk of accidents, do not use your device while driving.
- Concentrate on driving. Your first responsibility is to drive safely.
- Do not hold the device while driving. Use hands-free accessories.
- If you must make or answer a call, stop your vehicle at a safe location first.
- The signals from the device may interfere with the electronic systems of motor vehicles. For more information, contact the vehicle manufacturer.
- Do not place the device over an air bag or in the deployment area of an air bag in a motor vehicle. Doing so may cause injury if the air bag deploys.
- Do not use the wireless functions of your device while flying or while boarding an aeroplane. Doing so may interfere with the aeroplane's systems and may be illegal.

Operating environment

- Avoid environments in which there is dust, damp, dirt, or magnetic fields. Using the device in these environments may cause it to malfunction.
- Do not use your device during thunderstorms to protect your device against any danger caused by lightning.
- Do not expose your device to direct sunlight (such as on a car dashboard) for prolonged periods.
- To protect your device or accessories from fire or electrical shock hazards, avoid rain and moisture.
- Keep the device away from sources of heat and fire, such as a heater, microwave oven, stove, water heater, radiator, or candle.
- Do not place sharp metal objects, such as pins, near the earpiece or speaker. The earpiece may attract these objects and result in injury.
- If the device overheats, close any opened applications or stop using it until it cools down. If skin is exposed to an overheated device for an extended period, low-temperature burn symptoms, such as red spots or darker pigmentation, may occur.

- Do not use your device's camera flash directly in the eyes of people or pets. Otherwise, a temporary loss of vision or damage to the eyes may occur.
- Do not touch the device's antenna. Otherwise, communication quality may be reduced.
- Do not allow children or pets to bite or suck the device or accessories. Doing so may result in damage or explosion.
- Adhere to local laws and regulations, and respect the privacy and legal rights of others.

Child's safety

- Keep the device and its accessories away from children and take all necessary precautions to ensure their safety. The device includes detachable parts that may present a choking hazard.
- The device and its accessories are not intended for use by children. Children should use the device only under direct adult supervision.

Accessories

- Using an unapproved or incompatible power adapter, charger, or battery may cause a fire, explosion, or other hazards.
- Use only approved accessories. The use of unapproved accessories may void the warranty, may violate local regulations and laws, and may be dangerous. For information about the availability of approved accessories in your area, contact your retailer.

Charger safety

- For pluggable devices, the socket-outlet shall be installed near the devices and shall be easily accessible.
- Unplug the charger from the electric socket and from the device when not in use.
- Do not drop or cause an impact to the charger.
- If the power cable is damaged or the plug is loose, stop using it immediately. Continued use may lead to an electric shock, short circuit, or fire.
- Do not touch the power cable with wet hands or pull it to disconnect the charger.

- Do not touch the device or the charger with wet hands. Doing so may lead to an electric shock, short circuit, or malfunction.
- If your charger has been exposed to liquid or excessive moisture, take it to an authorised service centre for inspection.
- Ensure that the charger complies with Clause 2.5 in IEC60950-1/EN60950-1/UL60950-1 and has been tested and approved according to national or local standards.
- Connect the device only to products that display the USB-IF logo or that comply with the USB-IF program.

Battery safety

- Do not bridge the battery terminals with conductive material, such as keys or jewellery. Doing so will short-circuit the battery and may cause injury.
- Keep the battery away from excessive heat and direct sunlight. Do not place it on or in heating devices, such as microwave ovens, stoves, or radiators. Batteries may explode if overheated.
- Do not attempt to modify the battery, insert foreign objects into it, or immerse or expose it to liquids. Doing so may lead to fire, explosion, or other hazards.
- If the battery leaks, ensure that the electrolyte does not make contact with your skin or eyes. If contact is made, immediately flush with clean water and consult a doctor.
- If battery deformation occurs, it changes colour, or it overheats while charging or storing, stop using the device immediately and remove the battery. Continued use may lead to battery leakage, fire, or explosion.
- Do not dispose of batteries in fire as they may explode. Damaged batteries may also explode.
- Dispose of used batteries in accordance with local regulations. Improper battery use may lead to fire, explosion, or other hazards.
- Do not allow children or pets to bite or suck the battery. Doing so may result in damage or explosion.
- Do not damage the battery or expose it to high external pressure. Doing so may lead to a short circuit or overheating.
- Do not drop the device or battery. Doing so may damage the device or battery.

- If the device standby time shortens significantly, replace the battery.
- The device has a built-in, non-removable battery. Do not attempt to remove it. Doing so may damage the device. To replace the battery, take the device to an authorised service centre.

Cleaning and maintenance

- Keep the device and accessories dry. Do not attempt to dry it with an external heat source, such as a microwave oven or hair dryer.
- Do not expose your device or accessories to extreme heat or cold, which may interfere with proper function and may lead to fire or explosion.
- Avoid collision, which may lead to device malfunctions, overheating, fire, or explosion.
- Before you clean or maintain the device, stop using it, close all applications, and disconnect all cables connected to it.
- Do not use chemical detergents, powders, or other agents (such as alcohol or benzene) to clean the device or accessories. These substances may cause damage to parts or present a fire hazard. Use a clean, soft, and dry cloth to clean the device and accessories.
- Do not place magnetic stripe cards, such as bankcards and phone cards, near the device for extended periods of time. Otherwise, these cards may be damaged.
- Do not dismantle or attempt to modify the device or its accessories. This voids the warranty and releases the manufacturer from liability for damage. In case of damage, contact an authorised service centre for assistance or repair.
- If the device screen is damaged, stop using the device immediately. Do not touch or attempt to remove the broken parts. Contact an authorised service centre as soon as possible.

Emergency calls

The availability of emergency calls is subject to the signal quality, service provider policy, and local laws and regulations. Never rely solely on your device for critical communications such as medical emergencies.

Environmental protection

- The device and its accessories (if included), such as the power adapter, headset, and battery, should not be disposed of with household waste.
- Disposal of the device and its accessories is subject to local regulations. Ensure proper collection and recycling.

Personal Information and Data Security

The use of some functions or third-party applications on your device could result in your personal information and data being lost or becoming accessible to others. Several measures are recommended to help you protect personal and confidential information.

- Place your device in a safe area to prevent it from unauthorized use.
- Set your device screen to lock and create a password or unlock pattern to open it.
- Periodically back up personal information kept on your SIM card, memory card, or stored in your device memory. If you change to a different device, be sure to move or delete any personal information on your old device.
- If you are worried about viruses when you receive messages or emails from a stranger, you can delete them without opening them.
- If you use your device to browse the Internet, avoid websites that might pose a security risk to avoid theft of your personal information.
- If you use services such as Wi-Fi tether or Bluetooth, set passwords for these services to prevent unauthorized access. When these services are not in use, turn them off.
- Install or upgrade device security software and regularly scan for viruses.
- Be sure to obtain third-party applications from a legitimate source. Downloaded third-party applications should be scanned for viruses.
- Install security software or patches released by Huawei or third-party application providers.
- Some applications require and transmit location information. As a result, a third-party may be able to share your location information.
- Your device may provide detection and diagnostic information to third-party application providers. Third party vendors use this information to improve their products and services.

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