

cricket™

ZTE Fanfare™
User Guide



ZTE

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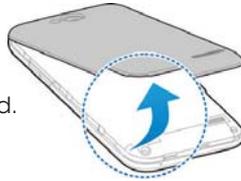
Getting started

Phone setup

Installing the micro-SIM card

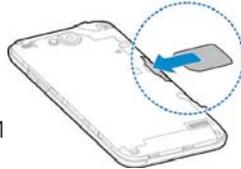
Power off your phone before installing the micro-SIM card.

1. Insert your fingernail into the slot at the bottom left of the back cover and lift it up gently.

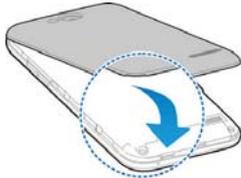


2. Hold the micro-SIM card with the cut corner oriented as shown and slip it into the card holder.

Important: Your phone only supports micro-SIM card. To avoid damage to the phone, do not use other kinds of SIM cards or a non-standard micro-SIM card cut from a SIM card. You can obtain the standard micro-SIM card from your service provider.



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

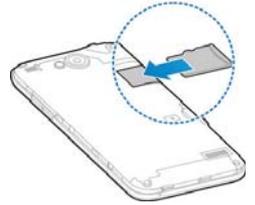


Installing the microSDHC card

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

1. Remove the back cover.
2. Hold your microSDHC card with the metal contacts facing down and slide it into the card slot.
3. Press the back cover gently back into place until you hear a click.

Note: Some applications may require a microSDHC card to work normally or may store certain data on it. Therefore, it is recommended that you keep a microSDHC card installed and not remove or replace it randomly.



Charging the battery

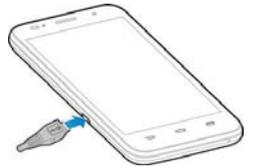
Your phone's battery should have enough power for the phone to turn on, find a signal, and make a few calls. You should fully charge the battery as soon as possible.

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

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

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

1. Insert the charger's connector into the charging port. Be sure to insert the connector in the correct orientation. Do not force the connector into the port.
2. Plug the charger into a standard AC wall outlet. If the phone is on, you'll see a charging icon, such as  or , appear on the status bar.



3. When the battery is fully charged, unplug the charger and disconnect it from the phone.

Note: If the battery is extremely low, you may be unable to power on the phone even when it is being charged. In this case, try again after charging the phone for at least 10 minutes. Contact customer service if you still cannot power on the phone after prolonged charging.

Extending the battery life

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

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

Powering your phone on/off

Make sure the micro-SIM card is inserted in your phone and the battery is charged.

- Press and hold the **Power key** to power on your phone.
- To power it off, press and hold the **Power key** to open the options menu. Tap **Power off** > **OK**.

Restarting the phone

- If the screen freezes or takes too long to respond, try pressing and holding the **Power key** to open the options menu. Tap **Restart** and then tap **OK**.

Setting up your phone for the first time

When you first power on your phone after initial purchase or reset it to factory settings (see *Settings – Personal – Backup & reset*), you need to set up your phone settings before using it.

1. Tap the language field to select the language you want to use and then tap **Start**.
2. Select data use connections and tap **Next**.
3. Tap **Skip** to set up Wi-Fi connections later or tap a network. If the network is secured, enter the password and tap **Connect** > **Next**.
4. Set the date, time, and time zone, or use date and time data provided by the network. Then tap **Next**.
5. Tap **Existing** or **New** to sign into a Google account. Follow the instructions to complete setup. You can also tap **Not now** to set up an account later.
6. Configure the Google location options and tap **Next**.
7. Enter your name, which the phone uses to personalize some apps, and tap .
8. You will be prompted to accept the terms of Google service. Tap **Next** to continue.
9. Tap **Finish** to complete the setup.

Note: If the SIM is not installed, the step for selection of data use connections would be skipped, and you will be prompted to read the instructions that came with your phone.

Locking/Unlocking the screen and keys

Your phone allows you to quickly lock the screen and keys (put the phone into sleep mode) when not in use and to turn the screen back on and unlock it when you need it.

Locking the screen and keys

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

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

Unlocking the screen and keys

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

Note: If you have set an unlock pattern, PIN or password for your phone (see *Personalizing – Protecting your phone with screen locks*), you'll need to draw the pattern or enter the PIN/password to unlock your screen.

Using the touch screen

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

- **Tap**

When you want to type using the on-screen keyboard, select on-screen items such as application and settings icons, or tap on-screen buttons, simply tap them with your finger.

- **Press and hold**

To open the available options for an item (such as a message or link in a web page), press and hold the item.

- **Swipe or slide**

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

- **Drag**

To drag, press and hold your finger with some pressure before you start to move your finger. While dragging, do not release your finger until you have reached the target position.

- **Pinch**

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

- **Rotate the screen**

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

Getting to know your phone

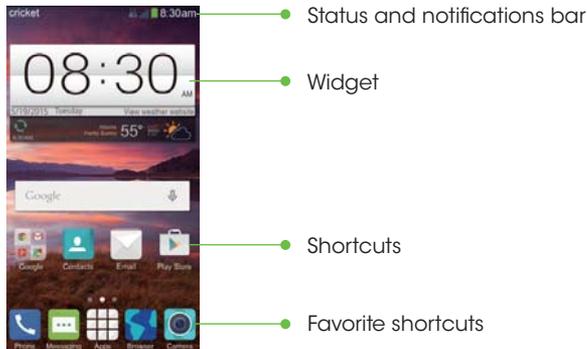


Key functions

Key	Function
Power key	Press and hold to turn phone on/off, change sound setting to silent/vibration/sound, or to set to Airplane mode. Press to switch your phone to Sleep mode or wake it up.
Home key	Tap to return to the main home screen from any application or screen. Press and hold to use Google Now.
Recent apps key	Tap to see recently used applications.
Back key	Tap to go to the previous screen.
Volume keys	Press and hold to turn the volume up or down.

Getting to know the home screen

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



Extended home screens

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

Creating, deleting, or setting the home screens

1. Pinch or spread two fingers on the home screen.
2. Tap  on the blank screen to create a new home screen; tap  on the corner of a screen to delete it; tap  on the bottom of a screen to set it as the main home screen; drag a screen to adjust its place.

Personalizing

Changing the system language

1. From the home screen, tap  > **Settings** > **Language & input** > **Language**.
2. Select the language you want.

Setting the date and time

1. From the home screen, tap  > **Settings** > **Date & time**.
2. Uncheck **Automatic date & time** and **Automatic time zone** if you want to set the date, time, and time zone yourself.
3. Set the date, time, time zone, and date/time format.

Changing ringtone and notification sound

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

1. From the home screen, tap  > **Settings** > **Sound**.
2. Tap **Phone ringtone** or **Default notification sound**.
3. Scroll through the ringtone list and select the ringtone you want to use.
4. Tap **OK**.

Tip: (see *People – Editing contacts – Setting a ringtone for a contact*) for how to assign a special ringtone to an individual contact.

Turning on/off touch sounds

1. From the home screen, tap  > **Settings** > **Sound**.
2. Check or uncheck **Touch sounds**.

Adjusting volumes

1. From the home screen, tap  > **Settings** > **Sound** > **Volumes**.
2. Drag the sliders to adjust the volume for each type of audio.
3. Tap **OK** to save.

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

Switching to silent mode

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

- Press and hold the **Power key** and then tap  to enable silent mode, tap  to enable silent mode with vibration, or tap  to disable silent mode.
- Keep pressing the **Volume Down key** when no media application is active. When the  icon appears on the status bar, the phone is set to silent mode with vibration. When the  icon appears on the status bar, the phone is in silent mode.
- From the home screen, tap  > **Settings** > **Sound** > **Silent mode**, and tap **Vibrate** or **Mute**.

Applying new wallpapers

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

1. Press and hold any blank area of the screen.
2. Tap **Wallpaper**.
3. Tap **Wallpaper for home screen** or **Wallpaper for lock screen**.

4. Select a wallpaper source from **Gallery**, **Photos**, **Live**, or **Wallpapers** and choose the image or animation you want to use as the wallpaper.
5. For images from Gallery and Photos, crop the picture if necessary and tap **OK** (for Gallery) or **SET WALLPAPER** (for Photos). For Live and Wallpapers, tap **Set Wallpaper**.

Note: Live wallpapers and photos are not available for the lock screen.

Changing screen brightness

1. From the home screen, tap  > **Settings** > **Display** > **Brightness**.
2. Tap **AUTO** to make the phone adjust the screen brightness automatically, or drag the slider to adjust the brightness manually.

Protecting your phone with screen locks

You can protect your phone by creating a screen lock. When enabled, you need to press and hold certain icon, draw a pattern or enter a numeric PIN or password to unlock the phone's screen and keys.

1. From the home screen, tap  > **Settings** > **Security**.
2. Tap **Screen lock**.
3. Tap **Long press**, **Pattern**, PIN, or **Password**.
 - Tap **Long press** to enable screen lock and allow unlock with a "press and hold" gesture. You can unlock the screen by tapping and holding on a blank area of the screen.
 - Tap **Pattern** to create a pattern you must draw to unlock the screen.
 - Tap **PIN** or **Password** to set a numeric PIN or a password that you must enter to unlock your screen.

Screen lock options are listed in the approximate order of the strength of their security, starting with None and Long press, which provide no security. A pattern provides minimal security, although it can be more convenient than the stronger options.

Protecting your phone with encryption

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

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

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

Before turning on encryption, prepare as follows:

- Set a lock screen PIN or password.
- Charge the battery.
- Keep the phone connected to the charger.
- Schedule an hour or more for the encryption process. You must not interrupt it or you will lose some or all of your data.

When you're ready to turn on encryption

1. From the home screen, tap  > **Settings** > **Security** > **Encrypt phone**.
2. Read the information about encryption carefully.

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

If you change your mind about encrypting your phone, tap the **Back key**.

Warning! If you interrupt the encryption process, you will lose data.

3. Tap **Encrypt phone**.
4. Enter your lock screen PIN or password and tap **Next**.
5. Tap **Encrypt phone** again.

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

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

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

Knowing the basics

Monitoring the phone status

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

Indicators and icons

Indicator	What it means
	GPRS connected
	EDGE connected
	4G connected
	Airplane mode
	Battery empty
	Battery low
	Battery partially drained
	Battery full
	Battery charging
	Wired headset connected

Indicator	What it means
	No signal
	Signal strength
	Mobile data in use
	No micro-SIM card installed
	Alarm set
	Ringer off
	Vibrate mode
	Bluetooth on
	Wi-Fi in use

Managing notifications

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

Notification icons

Indicator	What it means
	New SMS/MMS
	New email
	New Gmail message
	Problem with SMS/MMS delivery
	Missed call
	Call in progress
	USB connected
	Song is playing
	Updates available

Indicator	What it means
	Upcoming event
	microSDHC card unmounted
	microSDHC card removed
	Call on hold
	New Wi-Fi network detected
	Downloading data
	Sending data
	GPS on

Using the notifications panel

Notifications report the arrival of new messages, calendar events, and alarms, as well as ongoing events, such as when you've configured your phone as a Wi-Fi hotspot. You can open the Notifications Panel to view the details of notifications.

- To open the Notifications Panel, swipe your finger down from the top of the screen.
- To close the Notifications Panel, swipe your finger up from the bottom of the screen or tap the **Back key**.



Responding to or removing a notification

In the Notifications Panel, you can respond to a notification or remove the notifications. The Notifications Panel also supports expandable notifications that let you perform additional actions right from the notification itself.

- To respond to a notification, just tap it.
- To remove a notification, swipe it left or right.
- To remove all notifications, tap **X** in the top right corner.
- Press and hold a notification and then tap **App info** to identify the application that created it. To turn off notifications from that application if needed, uncheck **Show notifications** in the App info screen.
- Most apps that send notifications, such as Gmail and Google+, have notification settings that you can adjust.

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

Tip: In the Notifications Panel, tap  at the top of the notifications list to get to the Settings menu quickly.

Using quick settings

The Quick Settings above the Notifications Panel make it convenient to view or change the most common settings for your phone.

Open the Notifications Panel and you can find the following Quick Settings by tapping  at the top of the screen. Slide up or down to view more setting options.

- **OWNER:** Tap to add your personal information.
- **BRIGHTNESS:** Tap to adjust the screen brightness.
- **SETTINGS:** Tap to enter Settings screen.
- **WI-FI:** Tap to turn on or off Wi-Fi.
- **DATA:** Tap to enable or disable data access over the mobile network.
- **AUTO ROTATE:** Tap to turn on or off the auto-rotate feature.
- **BATTERY:** Tap to check battery status.
- **AIRPLANE:** Tap to turn on or off the airplane mode.
- **BLUETOOTH:** Tap to turn on or off *Bluetooth*.
- **LOCATION:** Tap to turn on or off the GPS function.
- **SOUND:** Tap to turn sound on or off.
- **SYNC:** Tap to turn on or off account synchronization.
- **FLASHLIGHT:** Tap to turn on or off flashlight.

Managing shortcuts and widgets

Adding shortcuts and widgets

1. Press and hold any blank area of the screen.
2. Tap **Widgets** or **Apps** to view the available widgets and shortcuts.
3. Press and hold a widget or shortcut and drag it to the home screen.

Moving shortcuts or widgets

1. Press and hold a widget or shortcut on the home screen.
2. Drag it to the place you need.

Removing shortcuts or widgets

1. Press and hold a widget or shortcut on the home screen.
2. Drag it to  **Remove** to remove it.

Organizing with folders

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

Creating a folder

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

Renaming a folder

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

Adding shortcuts to a folder

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

Removing shortcuts from a folder

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

Rearranging the favorites tray

The home screen includes a customizable favorites tray at the bottom visible from all home screens. You can drag apps, shortcuts, folders, and other priority items in or out of the favorites tray for instant access from any home screen.



Removing items from the favorites tray

Press and hold an item in the favorites tray and drag it out of the tray.

Adding items to the favorites tray

Press and hold an item on the home screen and drag it into the favorites tray. If the favorites tray is full, you need to first remove an item from the tray.

Entering text

You can enter text using the on-screen keyboard. Some apps open it automatically. In others, you open it by tapping where you want to type. You can tap the **Back key** to hide the on-screen keyboard.

Changing input methods

1. When you use the on-screen keyboard to enter text, the icon  appears on the notification bar.
2. Open the notification panel and tap **Choose input method**.
3. Select an input method you need.

Google Keyboard

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



- Tap the alphabetic keys to enter letters. Press and hold the keys to enter associated accented letters or numbers. For example, to enter è, press and hold  and the available accented letters and number 3 appear. Then slide your finger to choose è.
- Tap  to use uppercase. This key also changes to indicate the current case you are using:  for lowercase,  for uppercase, and  when locked in uppercase.
- Tap  to delete the text before the cursor.
- Tap  to select numbers and symbols. You can then tap  to access more. Also, often-used symbols are displayed above the keyboard.
- Tap  to enter miniature icons.
- Tap  to use Google's networked voice input.
- Press and hold  to change the input language or set up the Google Keyboard.

Google voice typing

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

1. Tap  to access the voice typing when you are using the Google Keyboard.
2. When you see the microphone image, speak what you want to type.
3. You can continue entering text to keep it or to delete it.

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

TouchPal X keyboard

The TouchPal keyboard offers three layouts: **Full**, **PhonePad** and **T+**. You can tap  > **Language** to select a layout or an input language.

You can also use Curve® to speed up text input by replacing the key tapping operation with a tracing gesture where you move your finger from letter to letter without lifting the finger until you reach the end of the word.

To resize the keyboard

Before using TouchPal keyboard, you can resize the keyboard to make it fit the screen.

1. Tap  on the top left of the keyboard.
2. Tap **Resize**.
3. Drag  up or down to resize the keyboard.
4. Tap any place on the screen.

The Full layout

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



- **The alphabetic keys:** Tap the keys to enter letters. Tap a key and slide down to enter the number or symbol on the key. You can also press and hold a key and slide to choose more characters.

- **The capital key:** Tap  to use uppercase. Double-tap  to lock uppercase. This key also changes to indicate the current case you are using:  for lowercase,  for uppercase, and  when locked in uppercase.
- **Word prediction:** Tap  > **Prediction ON/Prediction OFF**.
- **Languages:** Tap  > **Language**.
- **Pre-defined texts:** Tap  to go back to the alphabetic keys. Tap  > **Emoji**, **Emoji Art**, or **Emoticon** to enter emoji or emoticons.
- **The delete key:** Tap  to delete text before the cursor. You can also slide left on the key to delete an entire word.
- **Voice input:** Press and hold the space bar and speak into the microphone.
- **Edit text:** Tap  to open text editing options. You can move the cursor, select, cut, copy, paste, or delete text.
- **More options:** Tap  to access the quick settings of TouchPal keyboard, change the keyboard theme, and more.
- **Close the keyboard:** Tap the **Back key**. You can tap the text field again to show the keyboard.

The PhonePad layout

The layout is similar to a phone pad.

Tap an alphabetic key repeatedly until the desired letter or number appears. Press and hold the key and slide left or right to choose the text you need.

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



The T+ layout

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

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



Enabling and Using Touchpal Curve

1. On the TouchPal X keyboard screen, tap  > **Settings** > **Smart input** and check **Curve® - Word gesture**.
2. Move your finger from letter to letter on the keyboard to trace a word without lifting the finger until you reach the end of the word.

Note: Curve is only available in the Full layout.



Notes:

- Tap to type when you want to. If you want to enter a single letter, simply tap the key once.
- Lift your finger at the end of the word. A space is added automatically when you begin to trace the next word.

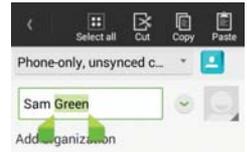
Input settings

Choose input settings by tapping  > **Settings** > **Language & input** from the home screen.

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

Editing text

- **Move the insertion point:** Tap where you want to type. The cursor blinks in the new position, and a tab appears below it. Drag the tab to move the cursor.
- **Select text:** Press and hold or double tap within the text. The nearest word highlights, with a tab at each end of the selection. Drag the tabs to change the selection.
- **Cut or copy:** Select the text you want to manipulate. Then tap the **Cut**  or **Copy**  button to cut or copy the text to the clipboard.
- **Replace text with the clipboard text:** Select the text you want to replace. Then tap  or **PASTE**.
- **Insert text from the clipboard:** Move cursor to the insertion point and then press and hold the tab below the cursor. Release your finger and tap **PASTE**.



Opening and switching apps

Opening an app

1. From the Home Screen, tap .
2. Slide left or right on the screen and tap an app to open it.

Switching between recently opened apps

1. Tap the **Recent Apps Key**.

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

2. Tap a thumbnail to open that app.

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

Connecting to networks and devices

Connecting to mobile networks

Controlling mobile data use

Enabling or disabling data access

1. From the home screen, tap  > **Settings** > **Mobile networks**.
2. Check **Data enabled** to enable data access over the mobile network. Clear the check box to disable data access.

Enabling always-on data access

1. From the Home Screen, tap  > **Settings** > **Mobile networks**.
2. Check **Always-on mobile data** to allow applications to update data automatically.

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

Getting data services when roaming

1. From the home screen, tap  > **Settings** > **Mobile networks**.
2. Check **Data roaming**.

Important: Data roaming may incur significant roaming charges.

Setting access point names

To connect to the Internet you can use the default access point names (APN). And if you want to add a new APN, please contact the service provider to obtain the necessary information.

1. From the home screen, tap  > **Settings** > **Mobile networks** > **Access Point Names**.
2. Tap .
3. Tap each item to enter the information you obtained from your service provider.
4. Tap  > **Save** to complete.

Tip: To set the APN to default settings, tap  > **Reset to default**.

Connecting to Wi-Fi

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

Turning Wi-Fi on and connect to a Wi-Fi network

1. From the home screen, tap  > **Settings** > **Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **On** position to turn on Wi-Fi.
3. Tap a network name to connect to it.
4. If the network is secured, enter the password and tap **Connect**.

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

Getting notified of open networks

1. From the home screen, tap  > **Settings** > **Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **On** position.
3. Tap  > **Advanced**.

4. Check **Network notification**.

When Wi-Fi is on, you receive notifications in the Status bar when your phone detects an open Wi-Fi network. Uncheck the option to turn off notifications.

Adding a Wi-Fi network

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

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

1. From the home screen, tap  > **Settings** > **Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **On** position.
3. Tap  at the bottom.
4. Enter the network SSID (name). If necessary, enter security or other network configuration details.
5. Tap **Save**.

Forgetting a Wi-Fi network

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

1. From the home screen, tap  > **Settings** > **Wi-Fi**.
2. Slide the **Wi-Fi** switch to the **On** position.
3. Tap the Wi-Fi network name and then tap **Forget**.

Adjusting advanced Wi-Fi settings

1. From the home screen, tap  > **Settings** > **Wi-Fi**.
2. Tap  > **Advanced** to adjust the following settings.
 - **Network notification:** Get notifications in the status bar when Wi-Fi is on and an open network is available.
 - **Keep Wi-Fi on during sleep:** Set whether to keep Wi-Fi on in sleep mode.
 - **Scanning always available:** Let Google's location service other apps scan for network, even when Wi-Fi is off.
 - **Avoid no internet connections:** Only use Wi-Fi network when the Internet connection is good.
 - **Install certificates:** Install certificates from the memory card.
 - **Wi-Fi optimization:** Minimize battery usage when Wi-Fi is on.
 - **MAC address:** Check the MAC address.
 - **IP address:** Check the phone's IP address.

Using Wi-Fi Direct

Wi-Fi Direct allows Wi-Fi devices to connect to each other without the need for wireless access points (hotspots).

Connecting to another device via Wi-Fi Direct

1. From the home screen, tap  > **Settings** > **Wi-Fi**.
2. Tap  > **Wi-Fi Direct** to turn on Wi-Fi direct.
3. Your phone will search for other devices enabled with Wi-Fi direct connections.
4. Tap a device name to begin the connection process.

Note: The target device must also have Wi-Fi Direct service activated and running before it can be detected by your phone.

5. The other device will receive a Wi-Fi Direct connection prompt and needs to accept the request for connection.
6. Once connected the device is displayed as "**Connected**" in the Wi-Fi Direct devices list.

Sending data via Wi-Fi Direct

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

Receiving data via Wi-Fi Direct

When an attempt to transfer data via Wi-Fi is received, you can see a notification in the status bar. Tap **Accept** to start receiving the data.

Received files are stored automatically in a dedicated folder (*WLANShare*, for instance). You can access them with the **File Manager** app.

Connecting to Bluetooth devices

Bluetooth is a short-range wireless communication technology. Phones or other devices with *Bluetooth* capabilities can exchange information wirelessly within a distance of about 11 yards (10 meters). The *Bluetooth* devices must be paired before the communication is performed.

Turning Bluetooth on/off

1. From the home screen, tap  > **Settings** > **Bluetooth**.
2. Slide the **Bluetooth** switch to the **On** or **Off** position.

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

Changing the device name

1. From the home screen, tap  > **Settings** > **Bluetooth**.
2. Slide the **Bluetooth** switch to the **On** position if *Bluetooth* is off.
3. Tap  > **Rename phone**.
4. Edit the name and tap **Rename**.

Pairing with another Bluetooth device

1. From the home screen, tap  > **Settings** > **Bluetooth**.
2. Slide the **Bluetooth** switch to the **On** position if *Bluetooth* is off.
Your phone automatically scans for and displays the IDs of all available *Bluetooth* devices in range. You could tap **SEARCH FOR DEVICES** if you want to scan again.
3. Tap the device you want to pair with.
4. Confirm that the *Bluetooth* passkeys are the same between the two devices and tap **Pair**. Alternately, enter a *Bluetooth* passkey and tap **Pair**.

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

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

Sending data via Bluetooth

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

Receiving data via Bluetooth

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

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

2. Swipe down on the status bar and tap .
3. Tap **Accept** to start receiving the data.

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

Connecting to your computer via USB

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

Connecting your phone to a computer via USB

1. Connect your phone to the PC with a USB cable.
2. Open the Notifications Panel and tap  (**Connected as...**).
3. Choose one of the following options:
 - **Charge only:** Charge your phone via USB.
 - **Install driver:** Install the driver needed for some USB connection modes (such as MTP).
 - **Media device (MTP):** Transfer media files on Windows® or Mac®.
 - **Camera (PTP):** Transfer photos using camera software.

Connecting with Windows Media® Player

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

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

Disconnecting your phone from the computer

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

Removing the microSDHC card from your phone

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

Note: You cannot unmount the microSDHC card as the instructions below when the USB is connected as Media device (MTP).

1. From the home screen, tap  > **Settings** > **Storage**.
2. Scroll down and tap **Unmount SD card** > **OK**.
3. The  icon appears in the status bar and you can now safely remove the microSDHC card from the phone.

Erasing microSDHC card

1. From the home screen, tap  > **Settings** > **Storage**.
2. Scroll down the screen and tap **Erase external SD card** > **Erase SD card** > **Erase everything**.

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

Connecting to virtual private networks

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

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

Adding a VPN

1. From the home screen, tap  > **Settings** > **More...** > **VPN**.
2. Tap **Add VPN profile** and fill in the information provided by your network administrator.

Note: You need to set a lock screen PIN or password before you can use credential storage.

3. Tap **Save**.

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

Connecting to a VPN

1. From the home screen, tap  > **Settings** > **More...** > **VPN**.
2. Tap the VPN that you want to connect to.
3. When prompted, enter any requested credentials, and then tap **Connect**.

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

Modifying a VPN

1. From the home screen, tap  > **Settings** > **More...** > **VPN**.
2. Press and hold the VPN that you want to modify.
3. Tap **Edit profile** and edit the VPN settings you want.
4. Tap **Save**.

Phone calls

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

Placing and ending calls

Placing a call by dialing

1. From the home screen, tap  > .
2. In the dialer tab, enter the phone number with the on-screen keypad. Tap  to delete incorrect digits.
Note: As you enter digits, your phone searches for contacts that match. If you see the number you want to dial, tap it to place the call immediately without entering the rest of the number.
3. Tap  below the keypad to dial.

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

Ending a call

During a call, tap  **End** on the screen.

Answering or rejecting calls

When you receive a phone call, the Incoming Call screen opens, displaying the Caller ID or the information about the caller that you've entered in People. You can answer or reject the call, or reject it with a text message.

Answering a call

When you receive a phone call, slide  down to answer the call.

Note: To silence the ringer before answering the call, press either end of the Volume Key.

Rejecting a call

When you receive a phone call, slide  up to reject the call.

You can also slide  up to reject the call and select a preset text message or edit one to send to the caller.

Tip: To edit the preset text response, tap  > **Settings** > **Call settings** > **Quick responses**.

Working with the call log

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

To open the call log, tap  tab in the Phone app.

Placing a call from the call log

1. Open the call log.
2. Tap a number for more information about the call, or tap  beside it to call back.

Adding a call log number as a contact

1. Open the call log.
2. Tap a number to view more call information.

3. Tap .

4. To add the number to an existing contact, tap a contact in the list. To add a new contact, tap **Create new contact**.

Taking other actions on a call log entry

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

Calling your contacts

1. From the home screen, tap  and then tap the All Contacts tab .
2. Swipe the screen up or down to view all your contacts with phone numbers.
3. Tap a contact or number to call it.

Checking voicemail

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

1. From the home screen, tap .
2. Press and hold  in the dialer. If prompted, enter your voicemail password.
3. Follow the voice prompts to listen to and manage your voicemail messages.

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

Using options during a call

During a call, you will see a number of on-screen options. Tap an option to select it.

- Tap  to view all call options.
- Tap  to switch to the dialer (to enter a code, for example).
- Tap  to mute or unmute your microphone.
- Tap  to turn the speaker on or off.
- Tap  to put the call on hold.
- Tap  to make another call separately from the first call, which is put on hold.
- Tap  to open the Messaging app.
- Tap  to open the Contacts app.
- Tap  to switch between two calls.
- Tap  to merge separate calls into a single conference call.
- Tap  to end the current call.

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

Managing multi-party calls

When the call waiting and three-way call features are available, you can switch between two calls or set up a conference call.

Note: The call waiting and three-way call features need network support and may result in additional charges. Please contact your service provider for more information.

Switching between current calls

When you're on a call and another call comes in, your phone screen informs you and displays the caller ID.

Responding to an incoming call while you're on a call

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

Switching between two calls

Tap  on the screen.

Setting up a conference call

With this feature, you can talk to two people at the same time.

1. On the dialer screen, enter a number and tap .
2. Once you have established the connection, tap  and dial the second number. (This puts the first caller on hold.)
3. When you're connected to the second party, tap .

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

To end the conference call, tap .

Adjusting your call settings

From the home screen, tap  > **Settings** > **Call settings** to configure the call options.

Phone ringtone	Select the default ringtone for incoming calls.
Vibrate pattern	Select the vibration pattern for incoming calls.
Vibrate when call is answered	Check this option to enable vibration when a call is answered.
Vibrate when ringing	Check this option to enable vibration when the phone is ringing.
Voicemail	Service: Select voicemail service provider.
	Setup: Edit the voicemail number.
	Sound: Set the notification sound for new voicemails.
	Vibrate: Set the condition for vibration.
Dialpad touch tones	Check this option to enable the phone dial pad sound.
Quick responses	Edit the text message that you can send to the caller while rejecting his/her call.

Fixed Dialing Numbers	Restrict outgoing calls to a fixed set of numbers. To do this you must know your micro-SIM card's PIN2 code.
TTY mode	Your phone is a TTY compatible device. A TTY device can allow people who have hearing or speech disabilities to communicate by telephone. Simply connect the TTY device to the phone's headset jack. Select a TTY mode for your phone to work with a TTY device, or turn TTY off.
Hearing aids	Check this option to turn on hearing aid compatibility.
DTMF tones	Set the length of dual-tone multi-frequency signal tones.
Speed dial	Set speed dialing keys.
Auto answer	Allow the phone to answer incoming calls automatically and set the auto answer details.
Call forwarding	Forward your incoming calls to a different number. And choose when to forward: Always forward, Forward when busy, Forward when unanswered, or Forward when unreachable.
Additional settings	Caller ID: Choose whether people you call can see your number.
	Call waiting: See new incoming calls while you're on another call.

People

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

From the home screen, tap . From there, you can tap the tabs on the top of the screen to quickly switch to the contact groups  or favorite contacts .

Checking contact details

1. From the home screen, tap  and tap the **Contacts** tab  to access your contact list.
2. Scroll through the list to view all your contacts.
3. Tap a contact to view its details.

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

Adding a new contact

1. From the home screen, tap  and tap the **Contacts** tab .
2. Tap  to add a new contact.
3. Tap the account field near the top of the screen to choose where to save the contact. If a sync account is selected, the contacts will be synced automatically with your account online.
4. Enter the contact name, phone numbers, email addresses, and other information.
5. Tap **DONE** to save the contact.

Importing, exporting, and sharing contacts

You can import/export contacts from/to your SIM or phone storage. This is especially useful when you need to transfer contacts between different devices. You can also quickly share your contacts using *Bluetooth*, Email, Messages, etc.

Importing contacts from the micro-SIM card

1. From the home screen, tap .
2. Tap  > **Import/Export** > **Manage SIM card contacts**.
3. If you have added contact accounts other than the phone, select an account in which to save the contacts.
4. Tap  > **Export to phone**.
5. Check the contacts you want to import and tap .

Importing contacts from a microSDHC card or phone storage

1. From the Contacts screen, tap  > **Import/Export** > **Import from storage**.
2. If you have added contact accounts other than the phone, select an account in which to save the contacts.
3. Select the vCard file(s) in the microSDHC card or the phone storage and tap **OK**.

Note: If the microSDHC card is not installed in the phone, you can import vCard file(s) in the phone storage.

Exporting contacts to the micro-SIM card

1. From the Contacts screen, tap  > **Import/Export** > **Manage SIM card contacts**.
2. Tap  > **Import From phone**.
3. Check the contacts you want to export and then tap .

Exporting contacts to the microSDHC card or phone storage

1. From the Contacts screen, tap  > **Import/Export** > **Export to storage**.
2. The phone will prompt you with the name of the vCard file and the directory in which the file will be saved. Tap **OK** to create the file.

Note: If the microSDHC card is not installed in the phone, you can export vCard file(s) into the phone storage.

Sharing contacts

1. From the home screen, tap  and tap the **Contacts** tab .
2. Tap  > **Multi-Select**.
3. Tap the contacts you want to share to select them and then tap .
4. Choose how to share the contacts. Options depend on the applications and services installed.

Working with favorite contacts

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

Adding a contact to favorites

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

Note: Contacts on the micro-SIM card cannot be added to Favorites.

1. From the home screen, tap  and tap the **Contacts** tab .
2. Tap a contact and then tap  next to the contact name.

Removing a contact from favorites

1. From the home screen, tap  and tap the **Favorites** tab .
2. Tap a favorite contact and then tap  next to the contact name.

Working with groups

Viewing your contact groups

1. From the home screen, tap  and tap the **Groups** tab .
2. Scroll through the list to view the preset groups and any groups you have created.
3. Tap a group to view its members.

Note: To send messages to the group members, you can tap the group and then tap  > **Send Group message**.

Setting up a new group

1. From the home screen, tap  and tap the **Groups** tab .
2. Tap  to create a new group.

3. Tap the drop-down listbox near the top of the screen, which will be there if you have added accounts to the phone, to choose an account for the group.
4. Enter a group name.
5. Tap **Add member** and select the contacts you wish to be the group members.
6. Tap .
7. Tap **Default** below **RINGTONE** to set a special ringtone for incoming calls from the group members.
8. Tap **DONE**.

Deleting a group

1. From the home screen, tap  and tap the **Groups** tab .
2. Tap a group and then tap  > **Delete**.
3. Tap **OK** to disband the group. The contacts in the group will not be deleted.

Editing a group

1. From the home screen, tap  and tap the **Groups** tab .
2. Tap a group.
3. Tap  > **Rename group** to edit the group name. Or tap  > **Multi-Select** to select the members you don't need and remove them.

Searching for a contact

1. Tap the search field above the contacts list.

2. Enter the contact name you want to search for. Matching contacts will be listed.

Editing contacts

Editing contact details

1. From the home screen, tap .
2. Tap a contact you need to edit and then tap .
3. Edit the contact and tap **DONE**.

Setting a ringtone for a contact

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

1. From the home screen, tap .
2. Tap a contact you want to set a ringtone for and then tap  > **Set ringtone**.
Note: The contact must be saved on the phone, not the micro-SIM card.
3. Select a ringtone you like and tap **OK**.

Deleting contacts

1. From the home screen, tap .
2. Tap  > **Multi-Select**.
3. Tap to select the contacts you want to remove and then tap .
4. Tap **OK** to confirm.

Accounts

Adding or removing accounts

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

Adding an account

1. From the home screen, tap  > **Settings** > **Add account**.
2. Tap the type of account you want to add.
3. Follow the on-screen steps to enter the information about the account. Most accounts require a username and password, but the details may vary. You may also need to obtain some information from IT support or your system administrator.

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

Removing an account

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

1. From the home screen, tap  > **Settings**.
2. From the Accounts list, tap the account you would like to remove.
3. Tap the account name.
4. Tap  > **Remove account** > **Remove account**.

Configuring account sync

Configuring auto sync setting

1. From the Home Screen, tap  > **Settings** > **Data usage**.
2. Tap  and check or uncheck **Auto-sync data**.
 - When automatic sync is turned on, changes you make to information on your phone or on the web are automatically synced with each other.
 - When automatic sync is turned off, you need to sync manually to collect emails, updates, or other recent information.

Syncing manually

1. From the home screen, tap  > **Settings**.
2. From the Accounts list, tap the account you would like to sync.
3. Tap  > **Sync now**, or tap the types of information you want to sync.

Changing an account's sync settings

1. From the home screen, tap  > **Settings**.
2. From the Accounts list, tap the account whose sync settings you want to change. The Sync settings screen appears, showing a list of information the account can sync.
3. Check or uncheck items as you need. Checked types of information on the phone and the web will be kept in sync when auto-sync is turned on.

Email

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

Setting up the first email account

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

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

Checking your emails

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

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

Responding to an email

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

Replying to or forward an email

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

Marking an email as unread

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

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

Deleting an email

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

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

Writing and sending an email

1. Open your email Inbox and tap .
Note: If you have more than one email account added on the phone, tap the sender line to select the account you want to use for sending the message.

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

Adding and editing email accounts

Adding an email account

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

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

Editing an email account

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

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

Changing general email settings

General settings apply to all email accounts you add.

1. Open **Email** to get the Inbox screen.
2. Tap  > **Settings** > **General**.
3. Make the changes and tap the **Back key** when you finish.

Gmail

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

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

Opening your Gmail inbox

From the home screen, tap  > **Gmail**. The Inbox screen appears.

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

Drag your finger down from the top of the screen to refresh your Inbox and download new messages. To search for Gmail messages, tap  and enter the words to search for.

Switching accounts

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

1. From your Inbox, tap  on the left side of the screen.
2. From the menu that appears, tap the user picture of the account you want to see. The account's Inbox will open.

Writing and sending a message

1. Open your Gmail Inbox and choose the account you want to use for sending a message.

2. Tap .
3. Enter a contact name or email address in the **To** field. Separate each recipient with a comma.
4. Enter the email subject and compose the email text.
5. To attach an image or a video, tap  > **Attach file**.
6. Tap  at the top right of the screen to send the message.

Replying to or forwarding a message

1. Open the Gmail message you want to reply to or forward to another person.
2. Choose from the following options:
 - To reply to the sender, tap .
 - To reply to the sender and all recipients of the original message, tap  > **Reply all**.
 - To forward the message, tap  > **Forward**.
3. Edit your message and tap .

Working with received attachments

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

Depending on the attachment type, the applications installed on your phone, and your settings, you can tap  to preview, view, or save the attachment.

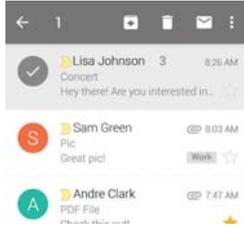
Tip: For documents with multiple pages, tapping the **Preview** option will only download the pages you view, while tapping other options may download the entire file and cost more time and data.

Working with labels

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

Labeling or changing labels

1. Open **Gmail** and tap the letter to the left of the message(s) you want to label.



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

Adding stars to messages

Open Gmail and tap ☆ to the right of the message you want to label.

Viewing messages by label

1. Open **Gmail** and tap .
2. In the **All labels** section, tap to choose a label category.

Changing Gmail settings

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

Messaging

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

Opening the messaging screen

From the home screen, tap .

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

- Tap  to compose a new text or multimedia message.
- Tap  to search for a message with keywords.
- Tap an existing message thread to open a previous conversation.

Sending a message

1. From the Messaging screen, tap .
2. Add recipients by one of the following ways:
 - Tap the **To** field and manually enter the recipient's number or the contact name. If the phone presents a few suggestions, tap the one you want to add.
 - Select recipients from your contacts by tapping .
3. Tap the **Type message** field and enter the content of your text message.
4. If you want to send a multimedia message, tap the paper clip icon  to attach a file.
5. Tap .

Notes:

- You can also include email addresses as recipients for multimedia messages.
- Do not add any attachment if you want to send a text message. Otherwise you may be charged for a multimedia message.

Replying to a message

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

1. From the Messaging screen, tap the thread you want to reply to.
2. Type your reply in the text box at the bottom. You can tap  if you want to reply with an MMS.
3. Tap .

Forwarding a message

1. From the Messaging screen, tap the thread with the message you want to forward.
2. Tap the message.
3. Tap **Forward**.
4. Enter a recipient for the message and edit the content if you want.
5. Tap .

Copying a message

To copy a text message from the phone to the SIM card, tap the message, then tap **Copy to SIM card**.

To copy a text message from the SIM card to the phone, tap  in the Messaging screen and select **Settings > Manage SIM card messages**. Then press and hold a message and select **Copy to phone memory**.

Changing message settings

The phone's message settings are pre-configured for you to use immediately. To change them, tap  > **Settings** from the Messaging screen.

Calendar

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

From the home screen,  > **Calendar**.

Viewing your calendars and events

Selecting visible calendars

1. From the **Calendar** app, tap  > **Calendars to display**.
2. Tap to check the calendars you want to see or uncheck the calendars you'd like to hide.

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

Changing calendar views

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

You can change to Day view from Month view by tapping any day in the grid.



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

Viewing event details

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

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

Creating an event

1. In any Calendar view, tap  to open an event details screen for a new event.
You can also tap a spot in Day or Week view twice to add an event to that time spot.
2. If you have more than one calendar account, tap the current account above the **Event name** box to choose one.
3. Enter the event details and tap **Save**.

Editing or deleting an event

1. Find the event you want to edit or delete.
2. Open its details screen (see *Viewing your calendars and events – Viewing event details* in this chapter).
3. Choose from the following options:

To...	do...
Edit the event	Tap  > Save to save your changes.
Delete the event	Tap  > OK .

Changing calendar settings

To change Calendar settings, open a Calendar view and tap  > **Settings**.

Google+

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

From the home screen, tap  > **Google+**. The first time you open the Google+ app, select the photo and video backup and contact sync options.

Note: For a detailed guide for Google+, tap  > **Help** to view the online instructions.

Getting started with Google+

Open the Google+ app and tap **Home** field near the top of the screen to use the following features:

- **Home:** Add a suggested person, or see posts people have shared with you, a circle you are in, or everyone.
- **Circles:** Find people to add to your Google+ circles, create new circles, view and organize people into circles based on your relationships. You can also follow content posted by people you find interesting.
- **Find communities:** Search and join all kinds of online communities, where people gather for the sharing and discussion of a common topic.
- **Photos:** View photos you uploaded, photos of you, photos from your posts and more.
- **Locations:** See your friends' locations on the map and configure your location sharing settings.
- **Events:** Manage your social calendar. You can add events, invite people, and then share photos in real time from the event.

Changing Google+ Settings

To change Google+ settings, open **Google+** and tap  > **Settings**.

Browser

Your phone has two options for Internet access. Use Browser or Google Chrome to view web pages and search for information.

Using Google Chrome

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

Using the browser

From the home screen, tap .

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

Opening a web page or search the web

1. Open the **Browser** app.
2. Tap the address box at the top of the web page.
3. Enter the address (URL) of a web page. Or, enter terms you want to search for.
4. Tap a URL or search suggestion or tap **Go**.

Tip: Tap the **X** to the right of the address box if you want to stop opening the page.

Downloading files

Press and hold an image or a link. Tap **Save image** or **Save link**.

The downloaded files are saved to your phone or the memory card. You can view or open them by tapping  > **Downloads**.

Changing browser settings

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

To open the Browser settings, tap  > **Settings**.

Maps

Activating location services

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

1. From the home screen, tap  > **Settings** > **Location**.
2. Slide the Location switch at the top to turn location access on or off.
3. When location access is enabled, tap Mode to select the location sources you want to use.
 - **High accuracy:** Use GPS, Wi-Fi, and mobile networks to determine location.
 - **Battery saving:** Use only Wi-Fi and mobile networks to get your approximate location. This will drain less power from your battery than using GPS.
 - **Device only:** Use GPS to pinpoint your location.
 - **Accelerated location:** Slide the switch to turn on/off the Qualcomm® IZat™ hardware accelerated location feature.

Getting your location

1. From the home screen, tap  > **Maps**.
2. Tap  at the bottom.

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

Searching for a location

1. From the home screen, tap  > **Maps**.
2. Tap the **Search** bar at the top.
3. Enter the address or the type of business or establishment you're looking for in the search box at the top. If suitable suggestions appear below the search box, tap one to search for it.

Tip: You can also tap  beside the search box to use voice search.

4. Your search results appear on the map with red indicators.
5. Tap a red point to open a card with summary information about the location.

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

Getting directions to your destination

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

1. From the home screen, tap  > **Maps**.
2. Tap  at the bottom of the screen.
3. Select a mode of transportation and then enter a start and end point. If your location is found, it will appear in the start point field by default.

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

Note: Tap  to use Google Maps Navigation and get turn-by-turn directions.

Searching for local places

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

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

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

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

Google Now and Search

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

Enabling Google Now

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

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

Searching with text

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

1. From the home screen, tap  > **Google** > **Google**.
2. Enter the search term and tap  on the keyboard, or tap a search suggestion that appears below the search box.

Searching by speaking

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

1. From the home screen, tap  > **Google** > **Google**.
2. Tap  to the right of the search box, or just say "OK Google".
Note: You can also tap  > **Google** > **Voice Search**.
3. Speak the terms you want to search for or the question you want to ask. When you're finished, your speech is analyzed and the search is initiated.

Camera

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

Capturing a photo

1. From the home screen, tap .
2. Aim the camera at the subject and make any necessary adjustments.



Number	Function
1	Change the camera mode. Choose from Auto, Manual, HDR, Panorama, Smile, and Interval options.
2	Record a video.
3	Capture a photo.
4	View photos and videos you have taken.
5	Switch between the front and the back camera.
6	Change the flash mode (only available for the back camera).

7	Select color effect (only available for the back camera).
8	Change the camera settings.

Tip: You can pinch or spread on the screen or press the Volume keys to zoom in or zoom out.

3. Tap .

Warning! Keep a safe distance when using the flash. Do not point the flash toward people's or animals' eyes.

Recording a video

1. From the home screen, tap .
2. Aim the camera at the subject and make any necessary adjustments.
3. Tap  to start recording.
4. Tap  to stop recording.

Tip: While the recording is in progress, you can tap  to save the frame as a separate photo.

Customizing camera settings

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

	<ul style="list-style-type: none">• Grid: Show or hide the composition lines.• Self-timer: Set a time delay before the camera takes a picture automatically after you tap the shutter icon, or turn off this feature.• Auto-review: Adjust the review time.• Picture size: Adjust the picture size.• Shutter tone: Select your preferred shutter tone.
	<ul style="list-style-type: none">• Video quality: Set the quality for the video clips.• Time lapse: Set the time interval between each frame when you shot time lapse videos.• Silence camcorder: Check this option if you want to capture silent video clips.
	<ul style="list-style-type: none">• Geo-tagging: Select whether to store the GPS location in captured pictures or your recorder video files.• Restore defaults: Restore the default camera settings.

Gallery

Opening gallery

From the home screen, tap  > **Gallery** to view albums of your pictures and videos.

Working with albums

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

Viewing album contents

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

Sharing albums, pictures, or videos

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

Deleting albums

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

Working with pictures

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

Number	Function
1	Tap to return to the album, where all its contents are displayed in a grid.
2	Swipe horizontally to see more; double tap a picture to zoom in or out.
3	Delete, edit, share, or set the picture as contact icon, wallpaper, or lock screen wallpaper.
4	Rotate the picture, view picture file detail, rename the picture, or change the slideshow settings.
5	Browse the album contents in a slideshow.



Note: Some options may not be available for certain albums or pictures.

Retouching your pictures

You can edit any photos you took and some pictures in Gallery. The changed picture is saved in the album, while the original image is unchanged.

1. Tap  while viewing a picture in full screen to open the Edit interface.
2. Tap the icons along the bottom of the screen to edit the picture.

Icon	Function
	Apply effects such as bleaching, black and white, vintage, and lomography.
	Crop, straighten, mirror, and rotate.
	Adjust exposure, saturation, hue, sharpness, and other color options or set to auto adjust.
	Add a frame to the picture.
	Decorate the picture
	Apply a blur effect to the picture.
	Draw or doodle on the picture.
	Add text to the picture.

3. Tap  to keep the change or  to cancel it.

4. Tap **Save** to save the new picture.

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

Playing videos

1. Tap an album in the Gallery and then tap the thumbnail of a video.
2. Tap  at the center to start playing.
3. Tap the video to view the playback controls.

Music

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

Copying music files to your phone

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

Copying from a computer

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

Downloading from the Internet

You can download music files when browsing web pages (see *Browser – Downloading files*).

Receiving via Bluetooth

You can receive music files from other devices via *Bluetooth* (see *Connecting to networks and devices – Connecting to Bluetooth devices – Receiving data via Bluetooth*).

Viewing your music library

From the home screen, tap  > **Music** and your music library is displayed. All your audio files are cataloged according to the information stored in the files.

Tap the tabs at the top of the screen to view your music library organized by **Songs**, **Playlists**, **Folders**, **Albums**, **Artists**, and **Genre**. You can also tap **RECENTLY PLAYED** or **FAVORITE** to browse songs you recently played or you have added as favorites.

Note: If an audio file is being played, its summary information is displayed at the bottom of the screen. Tap the summary area to open the playback screen. Tap  to return to the music library.

Setting a song as the default ringtone

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

1. From the home screen, tap  > **Music** to see the music library.
2. Tap  next to a song in any list.
3. Tap **Use as ringtone**.

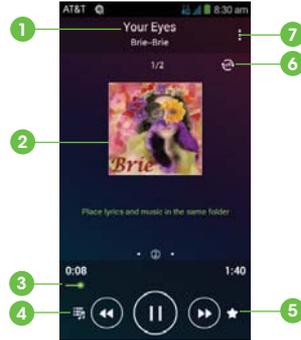
Tip: If the song is being played and you're in the playback screen, you can tap  > **Use as ringtone**.

4. Tap **Phone Ringtone** or **Notification Ringtone** to set the song as a ringtone.

Playing music

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

Number	Function
1	Song and artist information.
2	Album artwork.
3	Playback control. Skip songs or pause and resume playback. Drag the slider to jump to any part of the song.
4	Tap to open the current playlist.
5	Tap to add the song to the Favorites playlist.
6	Tap to play the current playlist in shuffle mode or toggle repeat mode; repeating all songs, repeating current song, or sequential.
7	Get more options.



Managing playlists

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

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

Play Music

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

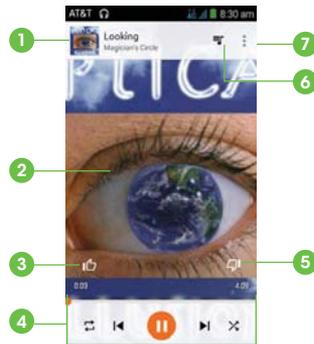
Note: The availability of Google Music is dependent on your region. If it is not available, or you don't have a mobile data or Wi-Fi connection, you can only play music stored on your phone.

Playing your music

From the home screen, tap  > **Play Music**. If prompted, select an account to access its online music library.

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

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



Number	Function
1	Song and artist information. Tap or drag down to return to the music library.
2	Album artwork.
3	Give the song a thumbs-up.
4	Playback control. Skip songs, pause and resume playback, use shuffle or repeat. Drag the progress bar to jump to any part of the song.
5	Give the song a thumbs-down.
6	Tap to see the current playlist (queue).
7	Get more options.

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

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

Managing playlists

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

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

Video player

Use the video player to play various kinds of videos.

Opening the video library

From the home screen, tap  > **Video Player** to view your video library.

Playing and controlling videos

Tap a video to play it. Rotate the phone to watch the video in landscape view.

Tap the video to show the playback controls. You can pause and resume the playback, jump to any part of the video, adjust video brightness, hide the control panel, and more.

Managing video files

Deleting videos

1. Press and hold a video in the video library. The video is highlighted.
2. To remove more videos, tap them.
3. Tap  > **OK**.

Sharing videos

1. Press and hold a video in the video library. The video is highlighted.
2. To share more videos, tap them.
3. Tap  at the bottom right of the screen and select how you want to share them.

Renaming a video

1. Tap  next to the video.
2. Tap **Rename**.
3. Type the new video name and tap **OK**.

Viewing details of a video

1. Tap  next to a video.
2. Tap **Details**.

Sound recorder

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

Recording a voice memo

1. From the home screen, tap  > **Tools** > **Sound Recorder**.
2. Tap  to start recording. Tap  to cancel recording if you change your mind. You can tap  to pause and  to continue during the recording.
3. Tap  to stop recording. The memo is automatically saved.

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

Playing a voice memo

Playing a memo you just recorded

Tap  at the bottom of the screen.

Playing any saved memo

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

Note: You can also tap  to delete, share, rename, tag, trim, check file information, or set it as your phone ringtone.

More apps

Backup & Restore

From the home screen, tap  > **Backup & Restore**. You can back up your user data, such as contacts and messages, and installed applications to the memory card regularly. If the data gets lost, restore it from the memory card.

Tap  > **Help** to view detailed guide.

Clock

From the home screen, tap  > **Tools** > **Clock** to use a series of timing tools.

Setting a new alarm

1. Tap an existing alarm to configure it, or tap  at the bottom of the screen to create a new alarm.
2. Set up the alarm options, such as time, repeat, and alarm sound.
3. Tap **SAVE** to save and exit.

Note: To enable or disable existing alarms directly, just tap  or .

Using the Bed Clock

You can use the phone as a bedside clock.

1. Tap  > **Bed clock preferences** to set up the following bed clock options. Then tap the **Back key** to return to the Alarm tab.
 - **Enable bed clock:** Turn on or off the bed clock function.
 - **Bed clock never sleeps:** Keep the bed clock screen turned on when charging the phone.

2. Tap  > **Bed clock** to open the bed clock screen.

Checking World time

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

Tap  at the bottom to add a new city or country.

Using the Stopwatch and Countdown

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

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

Calculator

From the home screen, tap  > **Tools** > **Calculator** to use the phone's convenient built-in calculator for some basic as well as advanced mathematical equations.

Downloads

The Downloads app keeps a record of the files you have downloaded using the Browser, Email, or Gmail app.

From the home screen, tap  > **Downloads**.

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

File manager

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

From the home screen, tap  > **File Manager**. Tap the folder name at the top of the screen to switch between the memory card storage and the phone storage.

- Tap folders and files to access stored items.
- Tap **Phone/SD Card** >  to create a new folder in the current directory.

Note

From the home screen, tap  > **Tools** > **Note** to save and view your text notes.

- Tap  to create a new note. Then enter your text and tap **Save**.
- Tap a note to view its entire contents. You can also edit it, delete it, share it, or export it to the memory card.

Task manager

From the home screen, tap  > **Task Manager** to view or stop applications.

- Tap a task in the **Tasks** tab to switch to its screen, abort it, or see its details.
- Tap the **Apps** tab to manage all the apps on your phone.
- Tap the **Resources** tab to view the real-time system resources information.

YouTube

From the home screen, tap  > **YouTube**.

You can watch YouTube videos or upload your own.

Amazon Kindle

From the home screen, tap  > **Amazon Kindle**. Tap Start Reading and sign in or create an Amazon account. From there, you can purchase and read from a selection of hundreds of thousands of books available in the Amazon Kindle book store.

AskMD

From the home screen, tap  > **AskMD**. Type in a symptom to search through possible diagnoses, scroll down to get more information about symptoms, medication, or to find a physician. AskMD stores your search information so that you may reference it later while at the doctor.

Note: This application is not a substitute for professional medical care. It should not be used for medical advice, diagnosis, or treatment.

Evernote

From the home screen, tap  > **Evernote**. Evernote allows you to organize your notes and keep productivity high. Record voice reminders, create to-do lists, capture photos, and more. Also allows you to access this information not only on your phone but on your PC as well.