HUAWEI
MediaPad X1 7.0

User Guide

1 **Welcome**

Welcome to the bright new world of the HUAWEI MediaPad X1 7.0 (HUAWEI MediaPad for short).

With your HUAWEI MediaPad, you can:

- Surf the Internet at lightning-fast speeds.
- Take photos and record videos anytime, anywhere.
- Enjoy the latest and hottest movies.
- Immerse yourself in an extraordinary audio experience.
- And much more

Your HUAWEI MediaPad sets your imagination and creativity free. Start using it now and discover all the pleasant surprises that await you.

> All pictures and illustrations in this document are for your reference only. The actual product may vary.

2 Getting started

Your HUAWEI MediaPad at a glance

Headset jack

microSD card tray

Volume key

Power key

micro-SIM card tray

Micro-USB Port
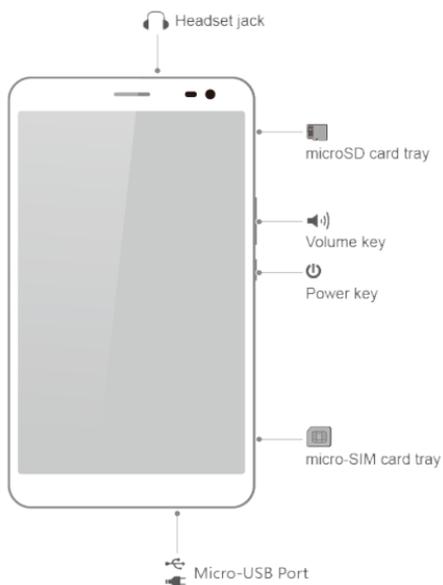
Installation

⚠️ Your HUAWEI MediaPad supports only standard micro-SIM cards. Do not insert any other cards as doing so may damage your device. Contact your carrier to replace or purchase a micro-SIM card. Do not insert or remove the micro-SIM card when your device is powered on.

ℹ️ The dimensions of a standard micro-SIM card are 15 mm x 12 mm x 0.76 mm (0.59 in. x 0.47 in. x 0.03 in.).
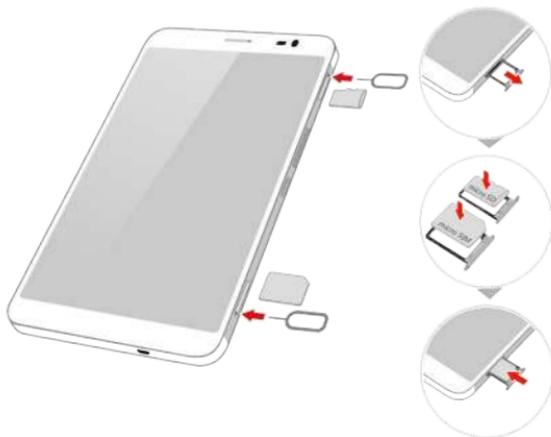
1. Insert the end of the SIM eject tool provided with your HUAWEI MediaPad into the holes of the micro-SIM and microSD card trays to release them.
2. Gently remove the card trays.
3. Insert the micro-SIM and microSD cards in the direction indicated in the figure until they are properly installed in the card trays. Push the card trays until they click into their places.

Charging the battery

⚠️ Your HUAWEI MediaPad uses a built-in battery that is not removable. To replace the battery, contact an authorized service center. Do not attempt to remove it yourself.

When the battery level becomes low, charge your HUAWEI MediaPad in a timely manner; otherwise it automatically powers off when the battery power is depleted.

If you are charging the battery for the first time, charge it for at least 12 hours to ensure that your HUAWEI MediaPad can correctly display the battery level.

1. Use the USB cable that comes with your HUAWEI MediaPad to connect the charger to your device.
2. Connect the charger plug to a power outlet.
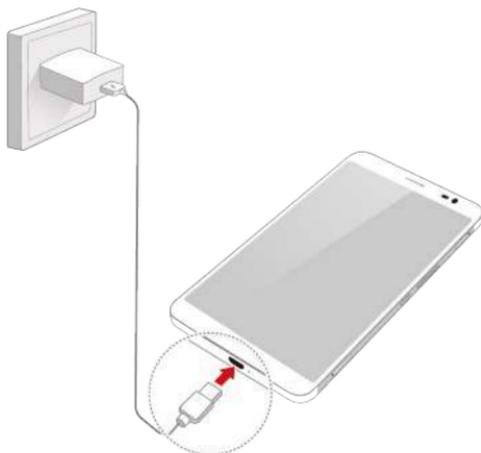
- If the device is powered on, the battery is charging when the battery icon in the status bar changes to [icon] .

- If the device is powered off, the battery is charging when [icon] is displayed on the screen.

Important information about the battery

- If the battery has not been used for a long period of time or if the battery power is depleted, then you may not be able to power on the HUAWEI MediaPad immediately after you begin charging the battery. This is normal since the battery must be allowed to charge for a few minutes before attempting to power on your device.
- The HUAWEI MediaPad may generate excessive heat on its surface after continuously running for a long period of time, especially in a high temperature environment. When the HUAWEI MediaPad becomes hot, stop charging, close running applications, and move it to a cool place. Avoid holding on to the overheated HUAWEI MediaPad for too long for risk of burn injuries.
- It is strongly recommended that you use the charger and USB cable provided with the HUAWEI MediaPad to charge the device. Using other chargers or USB cables may cause the HUAWEI MediaPad performance to decline or impose safety risks. When charging the HUAWEI MediaPad, do not operate or cover it or the power adapter with any objects.
- The battery is rechargeable and has a limited number of charge cycles. When the HUAWEI MediaPad is used for a long period of time, its standby time will be shortened. In order to maximize its life span, do not charge the battery too frequently.
- The time required to fully charge the battery depends on the ambient temperature and the age of the battery.

Your home screen at a glance

❶	Display area: Display widgets and application icons.
❷	Dock: displays your most common applications.
❸	Back key: Touch ⬅ to return to the previous screen.
❹	Home key: Touch ⌂ to go to the home screen.
❺	Recent key: Touch ▭ to view recently used applications and running applications.
❻	Status bar: Display information such as time, Wi-Fi connection status, signal strength, and battery level.

Notification and status icons

The notification and status bars may display the following icons to inform you of your HUAWEI MediaPad's status.

✈	Airplane mode	❽	Bluetooth on
◉	GPS in use	🔋	Charging
🔋	Battery full	🔋	Battery extremely low
✉	New email	📶	Wi-Fi hotspot on
?	SIM card not inserted	💾	Preparing the microSD card
1	Upcoming event	🕐	Alarms enabled
↑	Uploading or sending files	↓	Downloading or receiving files
⊙!	Memory full	⚠	System exception
↻	Synchronizing data	↻!	Synchronization failed
⊶	Connected to a VPN	�	USB tethering on
📶	Wi-Fi networks available	📶	Connected to a Wi-Fi network
⬛	USB debugging on	🎧	Headset connected

Common keys

⋮	More	<	Share
✓	Completed	✎	Edit
✎	Attachment	+	Add
Q	Search	⚙	Set
↻	Refresh	🗑	Delete data
☆	Favorites	📄	Save
🧹	Clean the system environment	📞	Call

Shortcut operations

- To open an application: On the home screen, touch the application.
- To switch between the home screen and its extensions: On the home screen, flick your finger left or right.
- To customize the home screen: Touch and hold a blank area on the home screen. On the displayed option menu, set the wallpaper, widgets, and more.
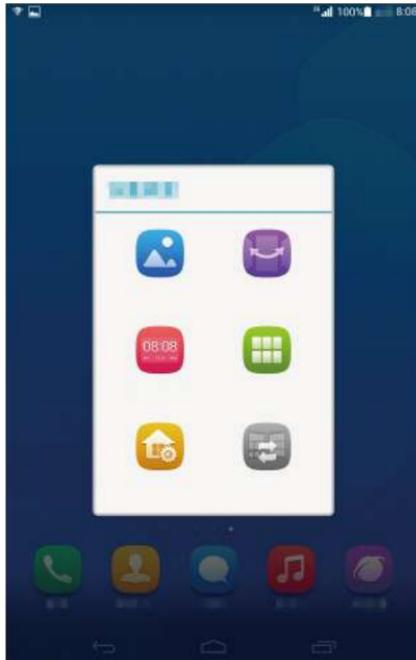
● Flick down from the status bar to open the notification panel.
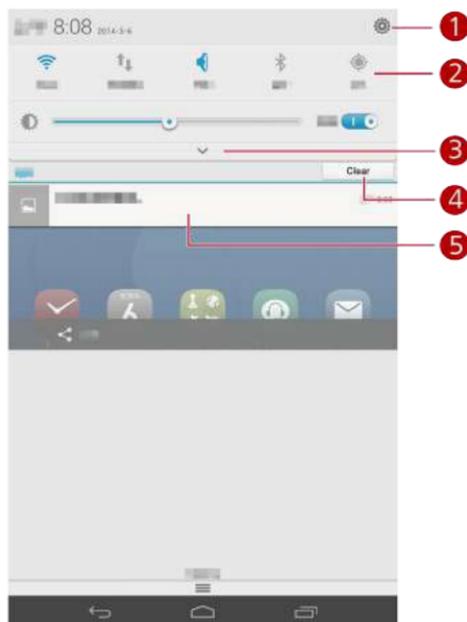
❶	Touch ⚙ to display the settings screen.
❷	Touch the switch shortcuts on the notification panel to turn on or off the functions.
❸	Touch ⌄ to display the switch shortcut list and touch ⌁ to edit it.
❹	Touch **Clear all** to delete all notifications.
❺	Touch an application to start it and flick left or right across a notification to dismiss it.

3 Text input

Your HUAWEI MediaPad comes with multiple input methods. You can quickly enter text using the onscreen keyboard.

● Touch a text input field to bring up the onscreen keyboard.

● When you are done, touch ⌄ to hide the onscreen keyboard.

Editing Text

You can copy, cut, and paste text.

● **Select text**: Touch and hold the text field until ◯ and ◯ appear. Drag ◯ and
  ◯ to select the text you want to edit, or touch **Select all** to select all text.
● **Copy text**: After selecting text, touch **Copy**.
● **Cut text**: After selecting text, touch **Cut**.
● **Paste text**: Touch where you want to insert the text (to move the insertion point, drag
  ◯) and touch **Paste** to paste the text you copied or cut.

Selecting an input method

The HUAWEI MediaPad provides multiple ways to text input. You can select the input method you like.
1. On the text editing screen, touch a text field to bring up the onscreen keyboard.
2. Flick down from the notification bar to display the notification panel.
3. On the notification panel, touch **Choose input method**.
4. On the displayed option menu, select the desired input method.

4 Contacts

Creating a contact

1. On the home screen, touch ![Contacts icon] **Contacts** to display your contacts list.

2. Touch ![Add contact icon] .

> ℹ️ If you are creating contacts for the first time, your HUAWEI MediaPad prompts you to select a storage location. When you create contacts next time, the new contacts are stored in the same storage location by default. In addition, the storage location is displayed on the new contacts screen, and you can touch the storage location to select a new one.

3. Enter the related information, such as the contact's name, phone number, and email address.

4. Touch **Add another field** to add more information.

5. Touch **Done**.

Synchronizing contacts

You can synchronize the contacts stored in your Gmail and Exchange accounts to your HUAWEI MediaPad and vice versa.

1. On the home screen, touch ![Settings icon] **Settings** > **All**.

2. Under **ACCOUNTS**, touch the type of account you want to synchronize.

3. Touch the account you want to synchronize.

4. Select the **Sync contacts** check box.

If the account you want to synchronize has not been added to your HUAWEI MediaPad, touch **Add account** and follow the onscreen instructions to add the account. When it is added, your HUAWEI MediaPad automatically synchronizes with it.

Importing contacts

You can import contacts from a micro-SIM or microSD card to your HUAWEI MediaPad, or use Wi-Fi Direct to import the contacts from other devices to your HUAWEI MediaPad.

1. On the home screen, touch ![Contacts icon] **Contacts** to display your contacts list.

2. Touch ![Menu icon] > **Import/export**.

3. Select an import method and follow the onscreen instructions.

Backing up contacts

You can back up your contacts to a microSD card in case your contacts are accidentally deleted or lost.

1. On the home screen, touch ![Contacts icon]**Contacts** to display your contacts list.

2. Touch ⋮ > **Import/export** > **Export to storage**.

Sharing contacts

You can share the contacts on your HUAWEI MediaPad with friends using multiple methods, such as email and Bluetooth.

1. On the home screen, touch ![Contacts icon]**Contacts**.

2. In the contacts list, you can:

- Select the contact you want to share and touch ⋮ > **Share**.

- Touch ⋮ > **Import/export** > **Share contacts** and select more contacts to share.

3. In the displayed dialog box, select a sharing method and follow the onscreen instructions. For details, see File sharing.

5 Calls

Making an emergency call

In the event of an emergency, you can make emergency calls without a SIM card. However, you must still be within the coverage area.

1. On the home screen, touch **Dialer**.

2. Enter a local emergency number and touch .

> Emergency calls are subject to the quality of the cellular network, use environment, service provider policies, and local laws and regulations. Never rely solely on your HUAWEI MediaPad for critical communications when emergencies occur.

Making a conference call

Making conference calls with your friends, family, and co-workers is easy with your HUAWEI MediaPad.

> Before you make a conference call, be sure you have subscribed to the conference call service. For details, contact your service provider.

1. Call the first participant.

2. When the call is connected, touch > and call the second participant. The call with the first participant is put on hold.

3. When the second call is connected, touch to start a conference call.

4. To add more participants, repeat steps 2 and 3.

When the call is complete, touch to end it.

Adding an unknown number to your contacts

1. On the home screen, touch **Dialer**.

2. From the call log, touch next to an unknown number.

3. Touch **Create a new contact** or **Save to existing contact** to add the number to your contacts list.

Clearing call logs

To delete a single call log entry: On the Dialer screen, touch and hold the call log entry. On the displayed option menu, touch **Delete call log**.

To delete all or multiple call log entries: On the Dialer screen, touch > **Delete call log**.

- Select the **All** check box and touch **Delete** to delete all call log entries.
- Select one or more call logs and touch **Delete** to delete them.

6 **Messaging**

Searching for a message

If you are having trouble finding a specific message in a pile of messages, this function can come to your rescue.

1. On the home screen, touch **Messaging**.

2. Touch ⋮ > **Search**.

3. Enter a keyword in the search box.

4. In the results list, select the desired message to open it.

Customizing message settings

To customize text and multimedia message settings, message notification tones, and more, from the message list, touch ⋮ > **Settings**.

7 Network connection

Connecting to a Wi-Fi network

ℹ️ When both a Wi-Fi network and a mobile network are available simultaneously, the HUAWEI MediaPad connects to the Wi-Fi network by default. If the Wi-Fi network disconnects, the HUAWEI MediaPad then automatically connects to the mobile network.

1. On the home screen, touch ⚙️**Settings** > **Wi-Fi**.
2. Touch the key next to **Wi-Fi** or drag the key to 🔘. Your HUAWEI MediaPad then automatically scans for available Wi-Fi networks.
3. Select the desired Wi-Fi network and follow the onscreen instructions.

ℹ️ If the Wi-Fi network you selected has a hidden SSID, then touch ⋮ > **Add network** and follow the onscreen instructions to enter the required network information (including the SSID) to connect to the Wi-Fi network.

Your HUAWEI MediaPad consumes more power when Wi-Fi is turned on. To save battery power, turn off Wi-Fi when it is not in use.

Connecting to a Wi-Fi network using WPS

If the wireless router being used supports the Wi-Fi protected setup (WPS) function, you can quickly connect to a Wi-Fi network using WPS.

1. On the home screen, touch ⚙️**Settings** > **Wi-Fi**.
2. Touch ⋮ > **WPS Push Button** or **Input WPS PIN**. Then, follow the onscreen instructions to perform operations on the wireless router.

Turning on your mobile data connection

Using mobile data services may incur data usage charges. For details, contact your service provider.

1. On the home screen, touch ⚙️**Settings** > **All**.
2. Touch **Mobile networks**.
3. Select the **Data service** check box to enable the data service.

8 Network sharing

You can use various methods to share your HUAWEI MediaPad's data connection with other wireless devices.

Sharing your network using a Wi-Fi hotspot

By setting up your HUAWEI MediaPad as a Wi-Fi hotspot, you can share your mobile network with other devices.

Before sharing your data connection, enable the data service on your HUAWEI MediaPad. For details, see Turning on your mobile data connection.

When other devices surf the Internet using your HUAWEI MediaPad's data connection, the data usage of your HUAWEI MediaPad will be consumed.

1. On the home screen, touch **Settings** > **All**.
2. Touch **More···** > **Tethering & portable hotspot** under **WIRELESS & NETWORKS**.
3. Select the **Portable Wi-Fi hotspot** check box to turn on your Wi-Fi hotspot.
4. Touch **Configure Wi-Fi hotspot** and follow the onscreen instructions to set the required information, such as your Wi-Fi network name and password.

Once the Wi-Fi hotspot settings are complete, other Wi-Fi enabled devices can search for and connect to the Wi-Fi hotspot provided by your HUAWEI MediaPad.

Sharing your data connection through USB tethering

You can share your HUAWEI MediaPad's network with a computer using a single USB cable.

1. Use the USB cable that comes with your HUAWEI MediaPad to connect a computer to your device.

2. On the home screen, touch **Settings** > **All**.
3. Touch **More···** > **Tethering & portable hotspot** under **WIRELESS & NETWORKS**.
4. Select the **USB tethering** check box. Observe whether USB tethering is successful according to the onscreen instructions.

You can then surf the Internet from the computer using your HUAWEI MediaPad's data connection.

> When using the USB tethering function, you cannot simultaneously use your HUAWEI MediaPad as a USB storage device.

Sharing your data connection using Bluetooth tethering

With Bluetooth tethering, you can share your HUAWEI MediaPad's data connection with other Bluetooth devices.

1. On the home screen, touch ⚙️**Settings** > **All**.
2. Touch **More···** > **Tethering & portable hotspot** under **WIRELESS & NETWORKS**.
3. Select the **Bluetooth tethering** check box.
4. On the device that wants to share your data connection, turn on Bluetooth and pair the device and your HUAWEI MediaPad using Bluetooth.

When the connection is established, the device can surf the Internet using your HUAWEI MediaPad's data connection.

ℹ️ When the connection is established, some Android devices may require the following operations before surfing the Internet: On the device's Bluetooth list screen, touch next to HUAWEI MediaPad and select the **Internet access** check box.

9 Managing applications

Installing an application

ℹ️ When you install an application, the "**Install blocked**" message may be displayed. Read the message carefully. If you want to continue with the installation, follow the onscreen instructions.

You can obtain and install an application using any of the following methods:

- Download it from an online app store or by using a browser. After the application is downloaded, follow the onscreen instructions to install it.

ℹ️ Some third-party applications may not be compatible with your HUAWEI MediaPad. They may not run properly and your HUAWEI MediaPad may shut down. It is recommended that you download applications from trusted sources only.

- Connect your HUAWEI MediaPad to a computer. Then use the HiSuite or third-party software to download the application. After the application is downloaded, follow the onscreen instructions to install it.
- Use Bluetooth or Wi-Fi Direct to send the application on another device, such as a phone or tablet, to your HUAWEI MediaPad. After the transmission is complete, click the application to install it.
- Download the application from a computer. Then copy the application to your HUAWEI

MediaPad. Once copied, touch **Tools** > 📦 **App Installer** on your HUAWEI

MediaPad's home screen. Select the application and touch ⋮ > **Install**.

Clearing the application cache

Clearing the application cache from time to time helps the HUAWEI MediaPad run more smoothly.

1. On the home screen, touch ⚙️**Settings** > **All** > **Manage apps**.
2. Touch **All** to view all applications.
3. Touch **Clear cache**.

Uninstalling an application

On the home screen, touch and hold the application you want to uninstall, and drag it to

🗑️ .

ℹ️ Some pre-installed applications cannot be uninstalled.

10 **Multimedia**

Importing photos

You can import photos from a camera or other storage device (such as a USB flash drive or phone) to your HUAWEI MediaPad using only a USB OTG cable.

ℹ️ To purchase a USB OTG cable, please contact an Huawei authorized supplier or your device vendor.

1. Use a USB OTG cable to connect a camera and your HUAWEI MediaPad.
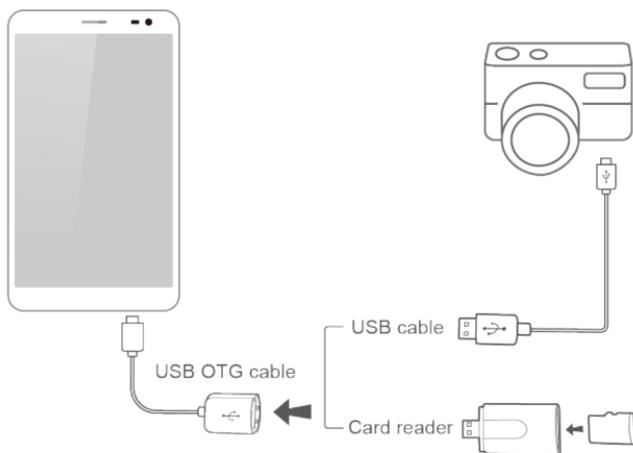
2. On your HUAWEI MediaPad's home screen, touch **Tools** > **File Manager** > **Local** > **USB**.

3. Touch 📄 or ✂️ ,select the photos or folders you want to import into your HUAWEI MediaPad.

4. Touch **Copy** or **Cut**.

5. Choose where you want to save the files and touch **Paste**.

Viewing photos or videos

Gallery enables you to conveniently view photos and videos. It automatically searches and organizes photos and videos stored on your HUAWEI MediaPad's internal storage and the microSD card for your easy reference.

1. On the home screen, touch ![Gallery icon] **Gallery** to open Gallery.
2. Touch a photo or video to view it in full screen mode. Flick your finger left or right across the screen to view the previous or next file.

> ℹ️ You can pinch two fingers apart or together to zoom in or out.

When viewing a photo or video, you can:

▼	Filter fragmented images.
📷	Open the camera.
⤳	Share photos or videos.
⧉	Play the photo or video in a small window.
⋮	View more menu options.

Taking a panoramic photo

Your HUAWEI MediaPad enables you to easily take panoramic photos without a wide-angle lens.

3. On the home screen, touch ![Camera icon] **Camera**.
4. Touch ![camera icon] > ![panorama icon] to enter panoramic shooting mode.
5. Touch ![shutter icon] to start shooting. Pan your HUAWEI MediaPad slowly to capture the view.

> ℹ️ If the viewfinder turns red, the view will not be captured. This may happen because you have moved your HUAWEI MediaPad too fast or the viewfinder scope exceeds the limit of the panoramic view. Try panning your HUAWEI MediaPad slowly.

6. Touch ![stop icon] to stop shooting. Your HUAWEI MediaPad then automatically generates a panoramic photo.

Sharing photos or videos

You can share photos and videos via Bluetooth or email. Take your HUAWEI MediaPad and start sharing!

1. On the home screen, touch ![Gallery icon] **Gallery** to open Gallery.
2. Touch and hold the photo, video you want to share .
3. Touch ⤳ and choose how you want to share the selected file, for example, using Bluetooth or Wi-Fi Direct. Then follow the onscreen instructions. For details, see 12 File sharing.

11 Customized settings

The HUAWEI MediaPad allows you to set a desired photo as the wallpaper, design home screen widgets, and set desired ringtones.

Changing the theme

Your HUAWEI MediaPad comes with multiple themes, easily allowing your device to have a new look as often as you want.

1. On the home screen, touch **Themes**.
2. Select the desired theme. Then, touch **APPLY**.

Adding widgets to the home screen

You can add widgets, such as the calendar and bookmarks, to the home screen.
1. On the home screen, touch and hold a blank area.
2. In the displayed dialog box, touch **Widgets**.
3. Touch and hold a widget, drag it to the desired position, and release it.

Managing your home screen

1. On the home screen, touch and hold a blank area.
2. In the displayed dialog box, touch **Thumbnails**.
3. On the thumbnail screen, you can:
- Touch and hold a home screen thumbnail to move its position.

- Touch ⊕ to add a home screen.

● Touch ⊗ to delete a blank home screen.

Setting the ringtone

1. On the home screen, touch ⚙️**Settings** > **Sound**.
2. Select the desired ringtone type.
3. Follow the onscreen instructions to select your favorite music or recording as the ringtone.

Setting the font size

1. On the home screen, touch ⚙️**Settings** > **All** > **Display**.
2. Touch **Font size**.
3. Select the desired font size.

Adjusting the screen brightness

1. On the home screen, touch ⚙️**Settings** > **All** > **Display** > **Brightness**.

2. In the displayed dialog box, perform either of the following operations:

- Select the **Automatic brightness** check box to let your device automatically adjust the screen brightness based on the ambient light.
- Drag the slider left or right to manually adjust the screen brightness.

ℹ️ You can also open the notification panel and quickly adjust the screen brightness using the shortcut switch.

Enabling pocket mode

Enable pocket mode to have your HUAWEI MediaPad sitting in your pocket or bag to gradually increase the ringtone volume and vibration intensity when receiving an incoming call.

1. On the home screen, touch ⚙️**Settings** > **All** > **Call**.

2. Select the **Pocket mode** check box.

12 **File sharing**

Sharing files using Wi-Fi Direct

Wi-Fi Direct is a function to connect wireless devices using a Wi-Fi network. After wireless devices are connected, they can quickly share files among them.

1. On the home screen, touch ⚙️**Settings** > **Wi-Fi**.
2. Touch the key next to **Wi-Fi** or drag the key to 🔘 to turn on Wi-Fi.
3. Touch **Wi-Fi Direct**. On the receiving device, turn on Wi-Fi Direct. Your HUAWEI MediaPad then automatically searches for available devices.
4. Select the device to pair it with your HUAWEI MediaPad.
5. On your HUAWEI MediaPad, touch and hold the file you want to share. On the displayed option menu, touch **Share** > **Wi-Fi Direct**.
6. On the displayed option menu, select the desired device, and lastly, touch the key on the device to receive the file.

If the desired device is not displayed on the option menu, touch **Search for devices** to enter the Wi-Fi Direct settings screen. Select the desired device to connect to it.

> If your HUAWEI MediaPad and the device have connected to the same Wi-Fi network and both have Wi-Fi Direct turned on, you can directly share files between them without pairing them.

Sharing files using Bluetooth

1. On the home screen, touch ⚙️**Settings** > **Bluetooth**.
2. Touch the key next to **Bluetooth** or drag the key to 🔘 to turn on Bluetooth.
3. Touch the name of your HUAWEI MediaPad to make it visible to other Bluetooth devices. Turn on Bluetooth on the device that is to receive the file. Your HUAWEI MediaPad then automatically searches for available devices.
4. Select the device to pair your HUAWEI MediaPad and the device.
5. On your HUAWEI MediaPad, touch and hold the file you want to share. On the displayed option menu, touch **Share** > **Bluetooth**.
6. On the displayed option menu, select the desired device. On the device, touch the related key to receive the file.

Multi-screen display

You can push photos, videos, or games on your HUAWEI MediaPad to a large screen, such as a TV, to view them more conveniently. If your TV supports HDMI and a resolution of 720p or above, you can use it with a HUAWEI MediaQ for multi-screen display.

1. Use an HDMI cable to connect the HUAWEI MediaQ to the TV.
2. Power on the HUAWEI MediaQ and TV, and switch the TV to HDMI input. The main interface of the HUAWEI MediaQ is then displayed on the TV.
3. Connect your HUAWEI MediaPad to the same Wi-Fi network as the HUAWEI MediaQ in either of the following ways:

● Connect your HUAWEI MediaPad to the Wi-Fi network set up by the HUAWEI MediaQ. You can find the Wi-Fi network name and password of the HUAWEI MediaQ in the upper left corner of the TV.

● Connect your HUAWEI MediaPad and HUAWEI MediaQ to your home Wi-Fi network.

4. On the home screen of your HUAWEI MediaPad, flick down from the status bar to open the notification panel.

5. Touch ∨ > ⟳ and touch your TV's name.

ℹ For more details, see the HUAWEI MediaQ User Guide.

Copying files from a computer

Use a USB cable to connect your HUAWEI MediaPad to a computer. Follow your HUAWEI MediaPad's onscreen instructions to select a connection method. You can then transfer files between your HUAWEI MediaPad and the computer.

Connection Mode	Function	Operation
Media device (MTP)	● On the computer, view and manage the files stored on your HUAWEI MediaPad and the microSD card. ● Using Windows Media Player 11 or a later version in the computer, view and manage the multimedia files stored on your HUAWEI MediaPad and the microSD card.	● Click the newly displayed drive letter on the computer. Then transfer files between your HUAWEI MediaPad and the computer. ● Start Windows Media Player on the computer. Follow the onscreen instructions to transfer multimedia files between your HUAWEI MediaPad and the computer.
HiSuite	● Manage the files (such as contacts and images) on your HUAWEI MediaPad using the HiSuite software. ● On the computer, view and manage the files stored on your HUAWEI MediaPad and the microSD card.	● Follow the HiSuite onscreen instructions to perform operations. ● Click the newly displayed drive letter on the computer. Then transfer files between your HUAWEI MediaPad and the computer.
USB mass storage	On the computer, view and manage the files stored on the microSD card. **NOTE** ⓘ This method is available only when your HUAWEI MediaPad has a microSD card inserted.	Click the newly displayed drive letter on the computer. Then transfer files between the microSD card and the computer.

13 Settings

Motion control

Motion control lets you control your HUAWEI MediaPad using simple motions. For example, mute the phone or answer and make calls quickly.

1. On the home screen, touch [icon]**Settings** > **All**。

2. Touch **Motion control**。

3. On the **Motion control** screen, select an option, and select a motion to enable it.

Suspend button

The suspend button contains a palette of useful functions and shortcuts, which lets you quickly launch tools, such as Calendar, Messaging, and Notes, and quickly perform common functions like return to the home screen and memory cleanup.

1. On the home screen, touch [icon]**Settings** > **All**。

2. Touch **Suspend button** to turn on suspend button. [icon] will then appear on all screens except the lock screen and notification panel.

3. Touch [icon] ，to expand the suspend button.

Setting the screen timeout period

You can set a screen timeout period so your HUAWEI MediaPad automatically turn offs the screen to save power.

1. On the home screen, touch [icon]**Settings** > **All** > **Display** > **Sleep**.

2. Choose a timeout period.

Setting a screen lock

1. On the home screen, touch [icon]**Settings** > **All** > **Security** > **Screen lock**.

2. Select a locking method and follow the onscreen instructions.

With a screen lock set, if your HUAWEI MediaPad is idle for a specified period of time, it automatically locks its screen. You can also touch the power key to lock the screen.

Adjusting the volume

You can set the volume for the ringtone, media, alarms, and notifications.

1. On the home screen, touch ![icon]**Settings** > **Sound** > **Volume**.

2. Drag the sliders left or right to adjust the volume.

You can also use the volume keys to adjust the volume of running applications.

Enabling power saving mode

1. On the home screen, touch ![icon]**Settings** > **All** > **Power saving**.

2. Touch **Smart**, **Endurance** or **Normal** to let your HUAWEI MediaPad enter the power saving mode.

Checking the memory status

Before moving a large file to your HUAWEI MediaPad's internal storage or the microSD card, check the available storage space that has left on it.

1. On the home screen, touch ![icon]**Settings** > **All**.

2. Touch **Storage** to view memory information.

Setting the date and time

1. On the home screen, touch ![icon]**Settings** > **All** > **Date & time**.

2. Deselect the **Automatic date & time** check box.

3. Follow the onscreen instructions to set the date and time.

> ℹ️ If your HUAWEI MediaPad is set to automatically update the date and time, it obtains the date and time information from the network and updates them according to your time zone In this case, you cannot manually change the time zone, date, or time displayed on your HUAWEI MediaPad.

Locking a microSD card

To prevent the information in a microSD card from being leaked, you can lock the microSD card using your HUAWEI MediaPad. When a locked microSD card is used in another device for the first time, the card must pass a password authentication to be recognized.

- MicroSD cards of certain brands do not support the microSD lock function. Exceptions may occur when you attempt to lock or unlock these microSD cards. It is recommended that you back up the data in a microSD card before locking it.
- A device that does not support the microSD lock function cannot recognize a locked microSD card.
- Keep in mind the microSD card password. If you forget the password, the only option available is to follow the onscreen instructions to forcibly clear the password and delete data on the microSD card. Formatting a locked microSD card will not clear the password of the microSD card.

1. On the home screen, touch **Settings** > **Security** > **All** > **SD Card lock**.
2. Select **Lock SD Card** and follow the onscreen instructions to set the password.

Deselecting **Lock SD Card** will clear the password of a microSD card.

Formatting a microSD card

Back up important data before you format a microSD card.

1. On the home screen, touch **Settings** > **All**.
2. Touch **Storage** > **Erase USB storage**.

Restoring factory settings

Restoring your HUAWEI MediaPad to its factory settings erases all your personal data, including information about your accounts, your system and application settings, and your installed applications. Before restoring factory settings, back up the important data on your HUAWEI MediaPad.

1. On the home screen, touch **Settings** > **All** > **Backup & reset**.
2. Touch **Reset tablet** and follow the onscreen instructions to back up data or directly restore factory settings.

Updating your HUAWEI MediaPad

- Updating your HUAWEI MediaPad may clear all the data in it. Back up important data before updating your HUAWEI MediaPad.
- If you use unauthorized software to update the system, a update failure may occur or your personal information may be leaked. Update your HUAWEI MediaPad online or by using authorized software.

1. On the home screen, touch **Cloud apps** > **System Update** to view system information.
2. Touch **Online update** to download and install updates from a Huawei server, or touch **Local update** to update your HUAWEI MediaPad locally.

If you choose to update your HUAWEI MediaPad locally, carefully read the update guide accompanying the update package.

14 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 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 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.
- If you have concerns about the security of your personal information and data, please contact mobile@huawei.com.

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