HUAWEI G Play

User Guide

HUAWEI

Contents

Foreword

First-class functions

2 Safe
2 Taking a photo before focusing the camera
3 Launching the camera from gallery
3 QR code

Getting started

5 Locking and unlocking the screen
6 Connecting to a Wi-Fi network
6 Turning on mobile data
6 Connecting your phone to a computer
7 Importing contacts from your old phone
8 Touchscreen gestures
9 Motion control
11 Status icons
12 Home
15 Notification
16 Accessing applications
16 Personalizing your phone
18 Texting

Calls and contacts

22 Making a call
24 Answering or rejecting a call
25 What you can do during a call
26 Answering a third-party call
26 Making a conference call
27 Using the call log
27 Turning on pocket mode
28 Call settings
28 Managing contacts
29 Searching for a contact
30 Importing or exporting contacts
32 Adding a contact to your favorites
32 Contact groups

Messaging and email

34 Sending a text message
34 Replying to a message

34 Managing messages
36 Adding an email account
37 Sending an email
37 Checking your emails
38 Setting up an account

Camera and Gallery

39 Capture screen
40 Taking a photo
40 Capture mode
42 Shooting a video
43 Video shooting mode
43 Camera settings
43 Gallery

Music and video

46 Adding songs
46 Listening to music
48 Creating a playlist
48 Playing a playlist
48 Deleting a playlist
48 Setting a song as the ringtone
49 Playing a video

Network and sharing

50 Turning on mobile data
50 Wi-Fi network
51 Sharing your phone's mobile data connection
52 Transferring data through Bluetooth
53 Transferring data using Wi-Fi Direct
54 Transferring data between your phone and computer

Applications

56 Managing applications
57 Backup
58 Phone Manager
59 Calendar
60 Clock
61 Weather
62 Note
63 FM radio

Phone settings

65 Turning on location services
65 Modifying tone settings

66 Modifying display settings
67 Turning on one-hand UI
67 Turning on the suspend button
68 Changing the lock screen style
69 Turning on or off airplane mode
70 Setting the PIN of your SIM card
71 Setting up an account
71 Restoring factory settings
72 Updating your phone
73 Setting the date and time
73 Changing the system language
74 Accessibility

Legal Notice

Foreword

This guide only applies to phones that are running EMUI 3.0. Please read this guide carefully before you start using the phone.

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

Features in this guide are for your reference only. Some features may not be supported by all phones.

Symbols and definitions

	Note	Highlights important information and tips, and provides additional information.
	Caution	Indicates potential problems that may arise, such as device damage or data loss, if proper care or attention is not given.

First-class functions

Safe

The Safe function helps you keep your important files and privacy protected.

Enabling the Safe

1. On the home screen, touch **Files**.
2. Under **Categories** or **Local**, touch .
3. Touch **Enable**.
4. Follow the onscreen instructions to enter passwords and answers to security questions, and then touch **Done**.

Adding files to the Safe

1. On the home screen, touch **Files**.
2. Under **Categories** or **Local**, touch .
3. Enter the password, and touch **Done**.
4. Touch **Add**.
5. Follow the onscreen instructions and select files you want to add to the Safe.
6. Touch **Add** to add the selected files to the Safe.

Taking a photo before focusing the camera

In all-focus mode, you can change the focus point of a photo after it's been taken.

1. On the home screen, touch **Camera**.
2. Touch > **All focus** to switch to all focus mode.

3. Touch  to take a photo.

4. Go to Gallery, and select a photo that was taken in all-focus mode.

  indicates photos taken in all-focus mode.

5. Touch  to enter all-focus editing mode.

6. Touch an area of the photo to change the focus point to that location.

7. Touch .

Launching the camera from gallery

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

2. Flick down from the **Time** screen to display the viewfinder in half screen mode and flick down again to open the camera.

 Not all camera features are available in half screen mode.

3. Touch  to take a photo.

4. Touch  **Return** to return to Gallery.

QR code

You can scan QR codes using the camera and gallery.

Scanning a QR code using Gallery

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

2. Choose a QR code photo.

3. Touch the photo. Gallery will automatically scan the QR code entry.

4. Touch the QR code entry to view further details.

Scanning a QR code using Camera

1. On the home screen, touch **Camera**.
2. Frame the QR code with the camera. The camera will automatically scan the QR code entry.
3. Touch the QR code entry to view details.

Getting started

Locking and unlocking the screen

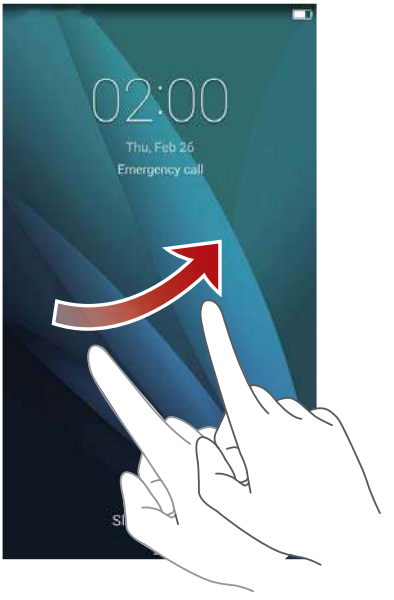
Locking the screen

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

To set the screen lock method, touch **Settings** on the home screen. On the displayed **General** tab, touch **Screen lock** > **Screen lock**.

Unlocking the screen

When the screen is off, press the power button to turn it on. Slide your finger towards any direction to unlock the screen.



Connecting to a Wi-Fi network

1. Flick down from the status bar to open the notification panel.
2. Under **Shortcuts**, touch and hold to display the Wi-Fi settings screen.
3. Touch the Wi-Fi switch to turn on Wi-Fi. Your phone then scans for available Wi-Fi networks and displays them.
4. Touch the Wi-Fi network you want to connect to. If the Wi-Fi network is encrypted, enter the password when prompted.

Turning on mobile data

1. Flick down from the status bar to open the notification panel.
2. Under **Shortcuts**, touch to turn on mobile data.

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

Connecting your phone to a computer

Use a USB cable to connect your phone to a computer, and follow the onscreen instructions to select a connection mode to transfer photos, videos, songs, and other files between your phone and computer.

Device file manager (MTP)	Read, manage, and transfer files in your phone storage. For details, see MTP mode.
PC Suite (HiSuite)	HiSuite is a phone management software that works for your computer. You can use it to back up and restore phone data, install or remove applications, and synchronize contacts, messages, photos, calendars, and other files between your phone and computer. For details, see HiSuite mode.

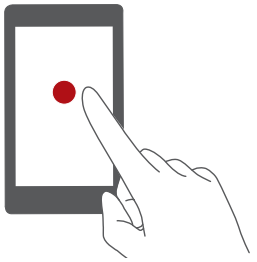
USB flash drive	If you have a microSD card installed, you can use your phone as a USB storage device, read data from its microSD card, and transfer data to and from a computer. For details, see USB flash drive mode.

Importing contacts from your old phone

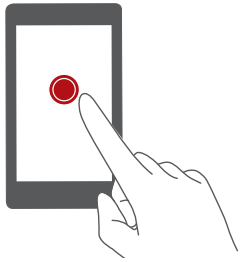
You can import contacts from your old phone in any of the following ways:

SIM card	Copy your contacts on your SIM card to your new phone. For details, see Importing contacts from a SIM card.
Storage device	If your old phone has been installed with a microSD card, export contacts in your old phone as a .vcf file to a microSD card, and then import the contacts to your new phone. For details, see Importing contacts from a storage device.
Bluetooth	Turn on Bluetooth on both your old and new phones, and import your contacts using Bluetooth. For details, see Importing contacts from a Bluetooth device.
Backup	If your old phone supports Backup, back up your contacts, and restore them to your new phone. For details, see Backup.
Computer	Synchronize your contacts from your old phone to a computer, and use HiSuite to synchronize them to your new phone. For details, see HiSuite mode.
Other accounts	• Install SNS applications and synchronize contacts from your SNS accounts. • Log in to your Exchange account and synchronize your contacts.

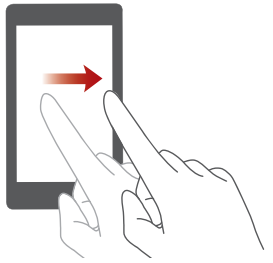
Touchscreen gestures



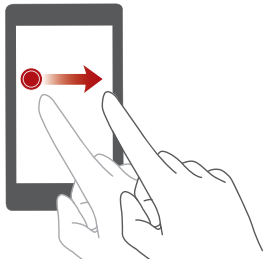
Touch: Tap an item once. For example, touch an application to select or open it.



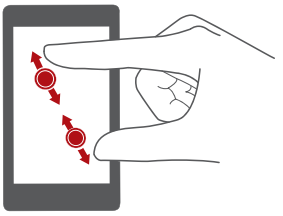
Touch and hold: Touch and leave your finger on the screen for 2 seconds or more. For example, touch and hold a blank area on the home screen to enter editing mode.



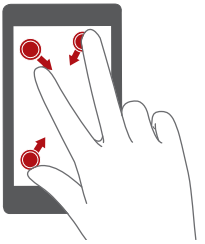
Flick: Move your finger vertically or horizontally across the screen. For example, you can flick left or right under **Notifications** of the notification panel to dismiss a notification. Flick vertically or horizontally to go to other home screens, scroll through a document, and more.



Drag: Touch and hold an item and then move it to another position. You can rearrange applications and widgets on the home screen this way.



Spread apart and pinch together: Spread two fingers apart to zoom in, and pinch them together to zoom out on a map, web page, or picture.

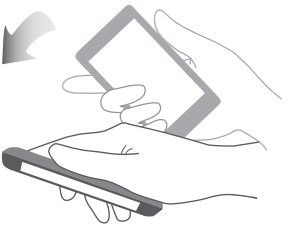


Pinch three fingers together: On the home screen, pinch three fingers together to display screen thumbnails.

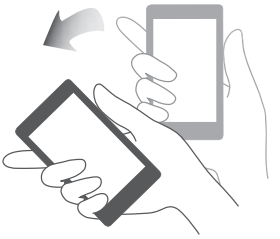
Motion control

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

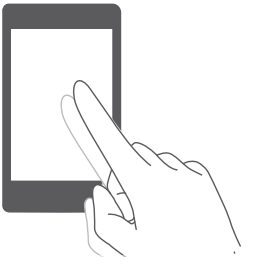
1. On the home screen, touch **Settings**.
2. Under **All**, touch **Motion control**.
3. On the **Motion control** screen, select an option, and select a motion to enable it.
   - **Flip**: Mute sounds and stop vibration from incoming calls, alarms, and timers.



- **Shake**: Touch and hold a blank area on the home screen to enter editing mode. Shake your phone to arrange your icons.



- **Double touch**: Double-touch the screen to turn it on.



- **Draw**: When your phone's screen is turned off, draw a letter to open the corresponding application.



Motion control may vary according to phone models.

Status icons

Status icons may vary according to your region or service provider.

	Signal strength		No signal
4G	Long Term Evolution (LTE) network connected	R	Roaming
	Airplane mode enabled		Bluetooth on
	Receiving location data from GPS		Vibration mode enabled
	Silence mode enabled		Alarms enabled
	Charging		Battery full
	Battery low		Call in progress
	Missed calls		New messages
	New emails		New voicemails
	Selecting an input method		Wi-Fi network available
	Connected to a Wi-Fi network		Uploading data
	Downloading data		Phone memory full
	Upcoming events		No SIM card found
	Sign-in or synchronization problem		Synchronizing data
	Synchronization failed		Portable Wi-Fi hotspot on
	Headset plugged in		USB debugging mode enabled

Home

Your home screens are where you can find your favorite widgets and all your applications. We did away with the application list to give you a more convenient and direct path to your applications.



1	Status bar: displays notifications and icons. Flick down from the status bar to open the notification panel.
2	Display area: displays application icons, folders, and widgets.
3	Screen position indicator: shows the current screen's position.
4	Dock: displays frequently used applications.

Switching between home screens

Running out of space on the home screen? Not to worry. Your phone lets you create additional home screens.



Auto-rotate screen

If you rotate your phone when browsing a web page or viewing a photo, your screen automatically changes between landscape and portrait views. Additionally, this feature allows you to enjoy tilt sensor-based applications, such as racing games.

1. Flick down from the status bar to open the notification panel.
2. Under **Shortcuts**, touch **Auto-rotate** to enable or disable the auto-rotate screen function.

Taking a screenshot

Want to share an interesting scene in a movie or show off your new high score in a game? Take a screenshot and share away.

Press the power and volume down buttons simultaneously to take a screenshot. Then, open the notification panel and touch to share the screenshot. By default, screenshots are saved to the **Screenshots** folder in **Gallery**.

You can also open the notification panel and touch under **Shortcuts** to take a screenshot.

Organizing applications and widgets on the home screen

The following operations allow you to organize your application, widget, or folder:

- **Adding a widget**: On the home screen, touch and hold a blank area to display the **Widgets** option menu. Select a widget and drag it to the home screen.

  If the home screen doesn't have enough space, your phone will automatically create a new home screen to the right of the original and place the widget on the new home screen. You can have nine home screens at most.

- **Moving an application or widget**: On the home screen, touch and hold an application icon or widget until your phone vibrates to enter editing mode. You can then drag an application or widget to any fitting blank space.
- **Deleting an application or widget**: On the home screen, touch and hold the application icon or widget you want to delete until is displayed. Drag the unwanted application icon or widget to .
- **Creating a folder**: On the home screen, drag one application on top another application to create a folder containing both applications.

Managing home screens

On the home screen, pinch three fingers together to display the home screen thumbnails.

- **Setting default home screen**: Touch at the bottom of the screen and select the current home screen as the default home screen.
- **Moving a home screen**: Touch and hold the home screen until your phone vibrates, and drag the home screens to adjust their positions.
- **Adding a home screen**: Touch to add a home screen.
- **Deleting a home screen**: Touch to delete a blank home screen.

Notification

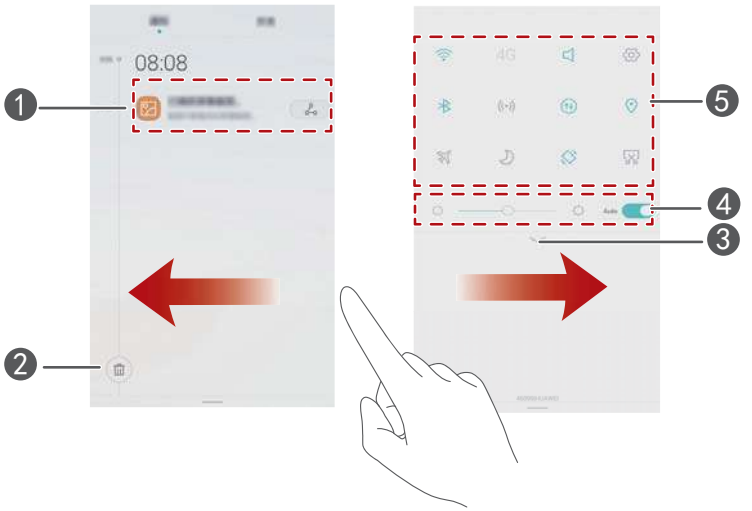
Status indicator

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

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

Notification panel

Flick down from the status bar to open the notification panel. Flick left or right to switch between the notifications and shortcuts tabs.



1	Touch to view the notification details and flick left or right across a notification to dismiss it.

2	Touch to delete all notifications.
3	Touch to expand or collapse the shortcut switches. (This feature may not be available on all phones.)
4	Touch to enable or disable automatic brightness.
5	Touch the shortcut switches on the notification panel to turn on or off the functions. Touch to customize the shortcut switch list.

Accessing applications

Starting applications and switching between them

On the home screen, touch an application icon to open it.

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

Viewing recently used applications

Touch **Recent** to display the list of recently used applications. You can then:

- Touch an application's thumbnail to open it.
- Flick left or right to display recently used applications.
- Flick up on an application thumbnail to close it.
- Flick up from the bottom on the screen until is displayed to close all the applications in the list.

Personalizing your phone

Changing the home screen style

Your phone supports the standard and simple home screen styles.

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

2. Under **All**, touch **Home screen style**.

3. Choose **Simple** and touch ☑.

Touch **Standard home** to switch from simple home screen to standard home screen.

Changing the theme

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

2. Select a theme and touch **APPLY**.

Changing the wallpaper

1. Touch and hold a blank area on the home screen to enter editing mode.

2. Touch **Wallpapers**.

3. On the **Wallpapers** screen, you can:

   - Touch **Lock screen wallpaper** to set the wallpaper displayed on the phone lock screen.
   - Touch **Home screen wallpaper** to set the home screen wallpaper.
   - Touch **Home screen wallpaper** to change the home screen wallpaper by shaking your phone.
   - Touch the **Random change** switch to have the home screen wallpaper changed automatically at periodic intervals.

Setting the ringtone

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

2. Under **All**, touch **Sound**.

3. Touch **Phone ringtone** or **Default notification tone**, and choose either of the following tabs:

   - **Ringtone**: Choose from the default selection.

- **Music**: Choose from the audio files you have saved to your phone.

If your phone supports dual cards, you can set a ringtone for each card.

4. Touch ✓.

Changing the font size

1. On the home screen, touch **Settings**.
2. Under **All**, touch **Display**.
3. Touch **Font size** and select a font size.

Texting

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

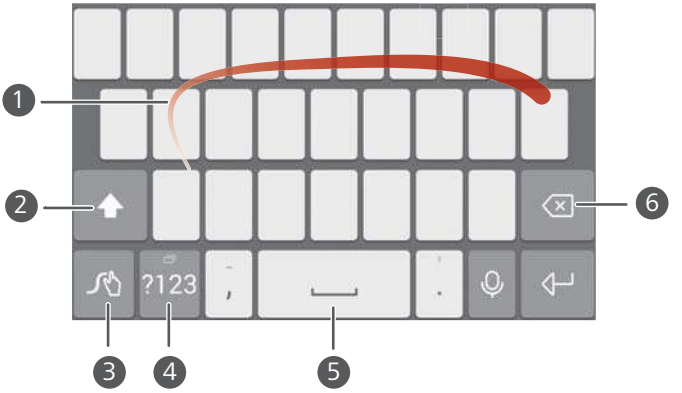
- Touch a text box to bring up the onscreen keyboard.
- To hide the onscreen keyboard, touch ⌄.

Selecting an input method

1. On the text input screen, flick down from the status bar to open the notification panel.
2. Under **Notifications**, touch **Choose input method**.
3. Select an input method.

To change your phone's default input method, touch **Settings** on the home screen. Under **All**, touch **Language & input** > **Default keyboard** to select an input method.

Huawei Swype input method



1	Slide across letters to enter a word.
2	Touch to switch between lowercase and uppercase letters.
3	Touch and hold to go to the input settings screen.
4	Touch ?123 to enter numbers and symbols.
5	• Touch CN to enter a space. • Touch and hold CN to choose another language.
6	• Touch to delete the character next to the cursor. • Touch and hold to quickly delete multiple characters next to the cursor.

Android input method

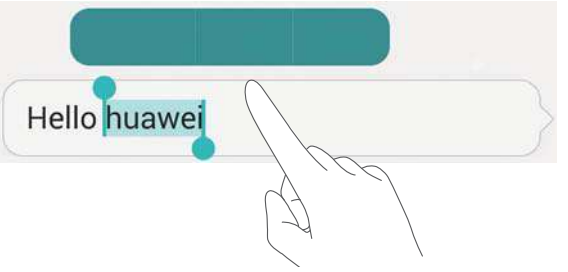


1	• Touch to switch between lowercase and uppercase letters. • Touch and hold or quickly touch twice to turn on caps lock.
2	Touch ?123 to enter numbers and symbols.
3	• Touch to use voice input. • Touch and hold to open the **Input options** menu.
4	• Touch English(US) to enter a space. • Touch and hold English(US) to choose another input method.
5	• Touch to enter a period. • Touch and hold to enter symbols.
6	• Touch to delete the character to the left of the cursor. • Touch and hold to quickly delete multiple characters to the left of the cursor.

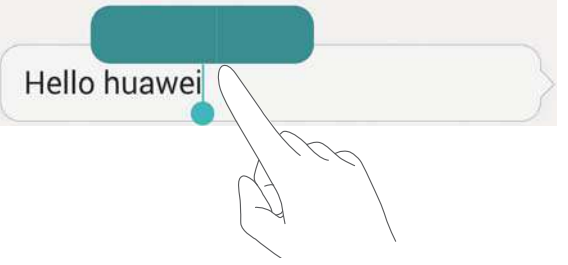
The Android input method may not be available on all phones.

Editing text

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



- **Select text**: Touch and hold the text to bring up . Then drag or to select more or less text, or touch **Select all** to select all text in the text box.
- **Copy text**: Select text and touch **Copy**.
- **Cut text**: Select text and touch **Cut**.
- **Paste text**: Touch and hold where you want to insert the text, drag to move the insertion point, and touch **Paste** to paste the text you copied or cut.



Calls and contacts

Making a call

Smart dialing

Smart dialing lets you quickly find contacts by entering parts of their names or numbers.

1. On the home screen, touch **Dialer**.
2. Under **Dialer**, enter the initials or first few letters of a contact's name, or part of the contact's phone number. Matching contacts in your phone and phone numbers in your call log are then displayed in a list.
3. From the list, select the contact you want to call. If your phone supports dual cards, touch or to make a call.
4. To end the call, touch .

Making a call from Contacts

1. On the home screen, touch **Dialer**.
2. Under **Contacts**, touch the contact you want to call.
3. Touch the contact number. If your phone supports dual cards, touch or to make a call.

Making a call from the call log

1. On the home screen, touch **Dialer**.
2. Under **Dialer**, from the call log, touch the contact or number you want to call. If your phone supports dual cards, touch or to make a call.

Making an emergency call

In the event of an emergency, you will still be able to make emergency calls without the use of a SIM card. However, you must still be in the coverage area.

1. On the home screen, touch **Dialer**.
2. Under **Dialer**, enter your local emergency number, and then touch .

For some phone models, you can make an emergency call even on the lock screen. On the lock screen, touch **Emergency call**, enter your local emergency number, and then touch .

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

Speed-dialing

1. On the home screen, touch **Dialer**.
2. Under **Dialer**, touch > **Speed dial settings**.
3. Touch to choose a contact from the list and assign a number key to the contact.

The number key **1** is the default key for voicemail. You can't set it as a speed-dial number.

4. On the dialer, touch and hold the number key assigned to a contact to quickly call the contact.

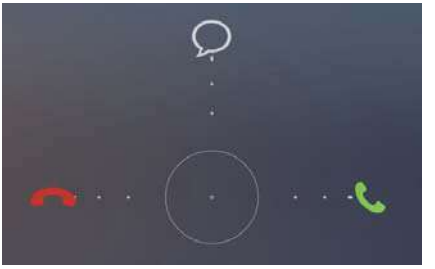
If your phone supports dual cards, on the dialer, touch and hold the number key assigned to a contact, and then touch or to quickly call the contact.

Making an international call

1. On the home screen, touch **Dialer**.
2. On the dialer, touch and hold **0** to enter **+**.
3. Enter the country or region code, area code, and phone number in sequence.
4. Touch . If your phone supports dual cards, touch or .

Answering or rejecting a call

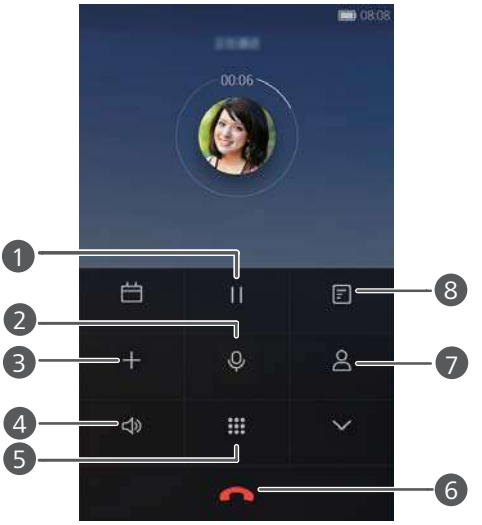
When a call comes in, you can press the volume button to mute the ringtone.



- Drag right to answer the call.
- Drag left to reject the call.
- Drag up to reject the call and send the caller a message.

On the dialer screen, touch > **Call settings** > **Reject calls with SMS** to edit the message that will be sent.

What you can do during a call



1	Touch ^ > ‖ to place the current call on hold, and then touch ‖ again to resume the call.
2	Touch 🎙 to mute or unmute the microphone.
3	Touch + to start a three-way call. Before you use three-way calling, make sure you have subscribed to this service. For details, contact your service provider.
4	Touch 🔊 to use the speaker.
5	Touch ⠿ to display the dialer.
6	Touch 📞 to end the call.
7	Touch 👤 to display your contacts.
8	Touch ^ > 📝 to write a note.

To return to the call screen, flick down from the status bar to open the notification panel, and then touch **Current call**.

Answering a third-party call

Before you answer a third-party call, make sure that you have turned on call waiting.

1. If a call comes in when you are already in another call, drag ◯ right to answer the new call and place the first call on hold.
2. To switch between the two calls, touch ^ > ⇆.

Making a conference call

Making conference calls with your friends, family, and co-workers is easy with your phone. Call one number (or receive a call), and then call another number to add it to the conference call.

Before you make conference calls, make sure that you have subscribed to this service. For details, contact your service provider.

1. Call the first participant.
2. When the call is connected, touch ^ > + to call the second participant. The first participant will be placed on hold.
3. When the second call is connected, touch ⅄ to start a conference call.
4. To add more people to the call, repeat steps 2 and 3.
5. Touch ✆ to end the call.

Using the call log

Records of all outgoing, incoming, and missed calls are stored in your call log.

Adding a contact from the call log

1. On the home screen, touch **Dialer**.
2. Under **Dialer**, touch ⓘ beside the number you want to add.
3. Touch + or 👤.

You can also touch and hold the number you want to add, and touch **Create new contact** or **Save to existing contact**.

Deleting call records

1. On the home screen, touch **Dialer**.
2. Under **Dialer**, you can:
   - Touch and hold a contact name or phone number, and then touch **Delete entry** to delete the call record.
   - Touch ☰ > **Delete call log** to delete multiple records simultaneously.

Turning on pocket mode

Are you ever worried about missing important calls when your phone is in your pocket? Pocket mode can help you out by increasing the ringtone volume and vibration intensity of incoming calls over time.

1. On the home screen, touch **Dialer**.
2. Under **Dialer**, touch ☰ > **Call settings**.
3. Touch **Pocket mode** to turn on pocket mode.

Call settings

Enabling call forwarding

Too busy to answer all your calls with one phone? Forward them to another number and never miss an important call again.

1. On the home screen, touch **Dialer**.
2. Under **Dialer**, touch > **Call settings**.
3. Touch **Call forwarding**. If your phone supports dual cards, touch **CARD 1 SETTINGS** or **CARD 2 SETTINGS** and then **Call forwarding**.
4. Select a forwarding mode.
5. Enter the phone number to which you want to forward calls, and touch **Enable**.

Enabling call waiting

The call waiting function lets you answer another incoming call when you are already busy in a call and switch between the two calls.

1. On the home screen, touch **Dialer**.
2. Under **Phone**, touch > **Call settings**.
3. Touch **Additional settings**. If your phone supports dual cards, touch **CARD 1 SETTINGS** or **CARD 2 SETTINGS** and then **Additional settings**.
4. Touch **Call waiting** to enable this function.

Managing contacts

Creating a contact

1. On the home screen, touch **Contacts**.
2. Touch .

3. Touch the save location you want for the contact in the drop-down list box.
4. Enter the contact name, phone number, and other details.
5. Touch ✓.

Editing a contact

1. On the home screen, touch **Contacts**.
2. Touch and hold the contact you want to edit, and then touch **Edit**.
3. Edit the contact information.
4. Touch ✓.

Deleting a contact

1. On the home screen, touch **Contacts**.
2. Touch ☰ > **Delete**.
3. Touch the contacts you want to delete or touch **Select all** to select all contacts.
4. Touch 🗑.
5. Touch **Delete**.

Searching for a contact

1. On the home screen, touch **Contacts**.
2. Enter the contact name or initials. Matching contacts are displayed as you type.

Importing or exporting contacts

Your phone supports contact files in .vcf format only. This is a standard contact file format. Contact names, addresses, phone numbers, and other information can be saved in .vcf files.

Importing contacts from a storage device

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

Importing contacts from a SIM card

1. On the home screen, touch **Contacts**.
2. Touch > **Import/Export** > **Import from SIM card**. If your phone supports dual cards, you can select which card you want to export your contacts to.
3. Touch the contacts you want to import or touch **Select all** to select all contacts, and then touch .
4. Choose the location you want the contacts to be imported to. Your phone will automatically import the contacts.

Importing contacts from a Bluetooth device

1. On the home screen, touch **Contacts**.
2. Touch > **Import/Export** > **Import from another phone**.
3. Choose **Supports Bluetooth** and touch **Next**.
4. Turn on Bluetooth on the device from which you want to import contacts and set the device to be visible to other Bluetooth devices.
5. Touch **Next**. The phone then turns on Bluetooth and scans for Bluetooth devices.
6. Touch the Bluetooth device from which you want to import contacts.

When the two devices are connected, your phone automatically imports the .vcf file from the other device.

Importing contacts using Wi-Fi Direct

1. On the home screen, touch **Contacts**.
2. Touch > **Import/Export** > **Import via Wi-Fi Direct**. The phone then prompts you to turn on Wi-Fi and scans for Wi-Fi Direct devices.
3. Touch the Wi-Fi Direct device from which you want to import contacts.

When the two devices are connected, your phone automatically imports the .vcf file from the other device.

Exporting contacts to a storage device

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

To view the .vcf file you just exported, open **Files**. By default, the file is saved to the root directory of your phone's internal storage.

Exporting contacts to a SIM card

1. On the home screen, touch **Contacts**.
2. Touch > **Import/Export** > **Export to SIM card**. If your phone supports dual cards, you can select which card you want to export your contacts to.
3. Touch the contacts you want to export or touch **Select all** to select all contacts, and then touch .
4. Touch **OK**.

Sharing a contact

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

2. Touch ☰ > **Import/Export** > **Share contacts**.
3. Touch the contacts you want to share, or touch **Select all** to select all contacts.
4. Touch ⋔, select a sharing mode, and follow the onscreen instructions to share the contact.

Adding a contact to your favorites

1. On the home screen, touch **Contacts**.
2. Touch and hold the contact you want to add to your favorites, and then touch **Add to favorites**.

ⓘ You can also touch ☰ > **Add to favorites** on a contact details screen to add the contact to your favorites.

Contact groups

You can create a contact group and send a message or email to all group members simultaneously.

Creating a contact group

1. On the home screen, touch **Contacts**.
2. Touch **Groups** then +.
3. Name the group and touch **OK**.
4. Touch +.
5. Select contacts you want to add to the group or touch **Select all** to select all contacts, and then touch ✓.

Editing a contact group

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

2. Touch **Groups** and select the group you want to edit.
3. Touch + and add a new member to the group.
4. Touch ☰. You can then:
   - Touch **Remove members** and delete a member from the group.
   - Touch **Delete group** and delete the group.
   - Touch **Rename** to edit the group name.

Sending messages or emails to a contact group

1. On the home screen, touch **Contacts**.
2. Touch **Groups** and select the contact group you want to send a message or email to.
3. Touch 💬 to send a message or touch ✉ to send an email.

Deleting a contact group

1. On the home screen, touch **Contacts**.
2. Touch **Groups**.
3. Touch and hold the contact group you want to delete, and then touch **Delete**.

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

Messaging and email

Sending a text message

1. On the home screen, touch **Messaging**.
2. In the list of message threads, touch +.
3. Touch the recipient text box and enter the contact name or phone number.

   You can also touch to enter the contact list screen and choose a contact or contact group.
4. Touch the text field to write your message.

Touch + to select an attachment type and then select the attachment you want to add. The message will automatically turn into a multimedia message.

5. Touch .

Replying to a message

1. On the home screen, touch **Messaging**.
2. In the list of message threads, touch a contact name or phone number to view the conversation thread.
3. Touch the text field to write your reply.
4. Touch .

Managing messages

Forwarding a message

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

2. In the list of message threads, touch a contact name or phone number to view the conversation thread.
3. Touch and hold the message you want to forward, and touch →.
4. Touch the recipient text box and enter the contact name or phone number.
5. Touch ▷.

Add a message to your favorites

You can add important messages to your favorites to avoid deleting them by mistake. Deleting a thread does not remove your favorite messages in it.

1. On the home screen, touch **Messaging**.
2. In the list of message threads, touch a contact name or phone number to view the conversation thread.
3. Touch and hold the message you want to add to your favorites, and touch ☰ > **Copy to Favorites**.

In the list of message threads, touch ☰ > **Favorites** to view your favorite messages.

Deleting a message

1. On the home screen, touch **Messaging**.
2. In the list of message threads, touch a contact name or phone number to view the conversation thread.
3. Touch and hold the message you want to delete, and touch 🗑.

Deleting a thread

1. On the home screen, touch **Messaging**.
2. From the message list, touch and hold the thread you want to delete, and touch 🗑.

Adding an email account

Adding a POP3 or IMAP email account

Certain parameters must be set when you add a POP3 or IMAP email account. For details, contact your email service provider.

1. On the home screen, touch **Email**.
2. Touch **Others**.
3. Enter your email address and password, and touch **Next**.
4. Follow the onscreen instructions to configure the email settings. The system then automatically connects to the server and checks server settings.

When the email account is set up, the **Inbox** screen is displayed.

To add more email accounts, touch > **Settings** > **Add account** on the **Inbox** screen.

Adding an Exchange account

Exchange is an email system developed by Microsoft to implement communication inside an enterprise. Some email service providers also provide Exchange accounts for individuals and families.

Certain parameters must be set when you add an Exchange email account. For details, contact your email service provider.

1. On the home screen, touch **Email**.
2. Touch **Exchange**.
3. Enter your email address, domain name, user name, and password, and touch **Next**.
4. Follow the onscreen instructions to configure the email settings. The system then automatically connects to the server and checks server settings.

When the Exchange account is set up, the **Inbox** screen is displayed.

Sending an email

1. On the home screen, touch **Email**.
2. Touch +.
3. Touch Sender to choose an email account.
4. Enter one or more recipients.

> To send the email to multiple recipients, touch **Cc/Bcc:**. Separate different email addresses with semicolons **(;)**.

5. Enter your email subject and contents and touch to add an attachment.
6. Touch .

Checking your emails

1. On the home screen, touch **Email**.
2. On the **Inbox** screen, touch to select an email account.
3. Touch the email you want to read. You can then:
   - Touch to delete it.
   - Touch to reply to it.
   - Touch to reply to all.
   - Touch to forward it.
   - Flick left or right on the screen to read the previous or next email.

> Mail retrieval may be slightly delayed, depending on the network condition. Flick down from the **Inbox** to refresh your email list.

Setting up an account

Switching between email accounts

If you have logged into multiple email accounts on your phone, switch to the one you want to use before you view or send emails.

1. On the home screen, touch **Email**.
2. On the **Inbox** screen, touch on the upper left corner to open the account list.
3. Touch the email account you want to use.

Removing an email account

1. On the home screen, touch **Email**.
2. On the **Inbox** screen, touch > **Settings**.
3. Select the account you want to remove.
4. Touch **Remove account** then **OK**.

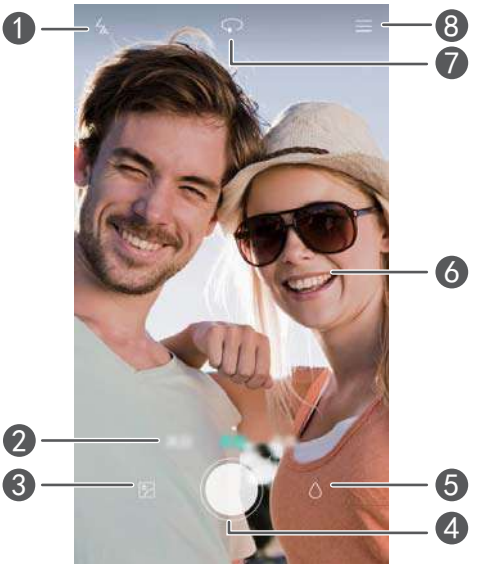
After you remove an email account, your phone will no longer send or receive emails using that account.

Personalizing your email account

1. On the home screen, touch **Email**.
2. On the **Inbox** screen, touch > **Settings**. You can then:
   - Touch **General** to set the sender photo and the screen displayed after you delete an email.
   - Touch an email account to modify your signature, set how often the inbox is refreshed, and set the notification tone for new emails.

Camera and Gallery

Capture screen



1	Touch to set the flash mode.
2	Flick left or right to switch the capture mode.
3	Touch to view your photos and videos.
4	Touch and hold to take burst shots, and release your finger to stop.
5	Touch to switch the filter.
6	• Touch an object on the viewfinder to focus the camera on it. • Spread two fingers apart to zoom in or pinch them together to zoom out.
7	Touch to switch between the rear and front cameras.

8 Touch ☰ for more options.

Taking a photo

1. On the home screen, touch **Camera**.
2. Frame the scene you want to capture. Your phone will automatically determine a focus point. You can also touch a point on the screen to focus the camera on it.

If the frame turns red, the camera was unable to focus. Adjust the frame until the camera is able to focus.

3. Touch ⚫.

Capture mode

Capture mode may vary according to phone models.

- **Beauty**: Drag the slider to adjust the beauty level and beautify the face in the photo.
- **Panorama**: Widen the photo frame.
- **HDR**: Improve photos taken under insufficient or excessive light conditions.
- **Audio note**: Record a brief audio clip after you take a photo.
- **Best photo**: Your phone takes several photos in a row and automatically picks the best.
- **Watermark**: Add various watermarks on your photos.
- **Audio control**: Touch ⚙ and enable this under **Settings**. You can use voice input to control your camera.
- **Timer**: Touch ⚙ and enable this under **Settings** to set a timer for taking a photo.
- **Capture smiles**: Touch ⚙ and enable this under **Settings**. Your photo will automatically take a photo when it detects a smile.

- **Object tracking**: Touch and enable this under **Settings**. Touch an object on the capture screen. Your camera will keep it as the focus point while capturing a photo.
- **Double-press volume down key when phone locked**: Touch and enable this under **Settings**. When your screen is off or locked, align your phone with the object you want to capture and press the volume down key twice consecutively. Your phone will automatically take a photo.

Taking a panorama photo

1. On the home screen, touch **Camera**.
2. Touch > **Panorama** to switch to panorama mode.
3. Touch to start shooting.
4. Follow the onscreen instructions and move your phone slowly to capture multiple photos.
5. Touch to stop shooting. The camera automatically stitches the photos together to create one panorama photo.

Using Best photo in continuous shooting

1. On the home screen, touch **Camera**.
2. Touch > **Best photo** to switch to best photo mode.
3. Touch to take several photos in a row. Your phone takes several photos in a row and automatically chooses the best.

The selected photo will be saved and the rest will be deleted.

Taking a photo with a watermark

1. On the home screen, touch **Camera**.
2. Touch > **Watermark** to switch to watermark mode.
3. Flick left or right to add the watermark you like.

4. Drag the watermark to adjust its position.

5. Touch  .

Taking a photo using audio control

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

2. Touch  >  > **Audio control**.

3. Touch **Audio control** to switch to audio control mode.

4. Frame the scene you want to capture. Your phone will take a photo when the surrounding noise reaches a certain decibel level.

Using object tracking

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

2. Touch  >  .

3. Touch **Object tracking** to turn on object tracking mode.

4. Touch an object on the capture screen. Your camera will keep it as the focus point while capturing a photo.

Object tracking can't be used with smile capture at the same time.

Shooting a video

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

2. Flick left or right to touch **Video**.

3. Touch  to start video shooting.

4. While recording, touch an object or a position on the screen to focus the camera on it, touch  to pause the recording, and touch  to continue.

5. To end the recording, touch  .

Video shooting mode

On the video shooting screen, touch ☰ > ⚙ to select a video shooting mode.

- **Beauty mode**: Enable automatic beauty mode while recording.
- **Object tracking**: Select an object as a focus point while recording.

Camera settings

On the capture screen, touch ☰ > ⚙ to configure the following settings:

- **Resolution**: Set the camera resolution. To change the video resolution, on the video shooting screen, touch ☰ > ⚙ > **Resolution**.
- **Preferred save location**: Set the default save location for your photos and videos. Internal storage or microSD card.
- **GPS tag**: Display the location where the photo or the video was taken.
- **ISO**: Set a photo's ISO. Increasing the ISO can reduce blurring caused by dark conditions or movement.
- **White balance**: Adjust a photo's white balance according to the sunlight conditions.
- **Image adjustment**: Adjust a photo's exposure compensation, saturation, contrast, and brightness.

Gallery

Displaying photos in timeline mode

1. On the home screen, touch **Gallery**.
2. Touch ▯‖ or 🕒 at the bottom of your screen to display your photos in list or timeline mode.

Playing a slideshow

1. On the home screen, touch **Gallery**.
2. View the album in timeline mode and touch > **Slideshow**.
3. Touch the screen to stop the slideshow.

Editing a photo

You can adjust the photo brightness, saturation, and size, and beautify portraits in the photo.

1. On the home screen, touch **Gallery**.
2. Touch the photo you want to edit, and touch .
3. You can then:
   - Touch to rotate the photo.
   - Touch to select a filter.
   - Touch to adjust the saturation, color, and more.
   - Touch to crop the photo.
   - Touch to add whitening, smooth, or other beautifying effects to faces.

Deleting a photo

1. On the home screen, touch **Gallery**.
2. Touch the photo you want to delete, and touch > **Delete**.

Sharing a photo or video

You can share your photos or videos in various ways.

1. On the home screen, touch **Gallery**.
2. Touch the photo or video you want to share.

3. Touch , choose a sharing method, and follow the onscreen instructions to share your photo or video.

When viewing a photo or video, flick up from the bottom of your screen to enable the free sharing mode, and share the file with your friends through Bluetooth.

Setting a photo as the wallpaper

1. On the home screen, touch **Gallery**.
2. Choose the photo you want to set as the wallpaper.
3. Touch > **Set as** and follow the onscreen instructions to set the photo as the wallpaper.

Music and video

Adding songs

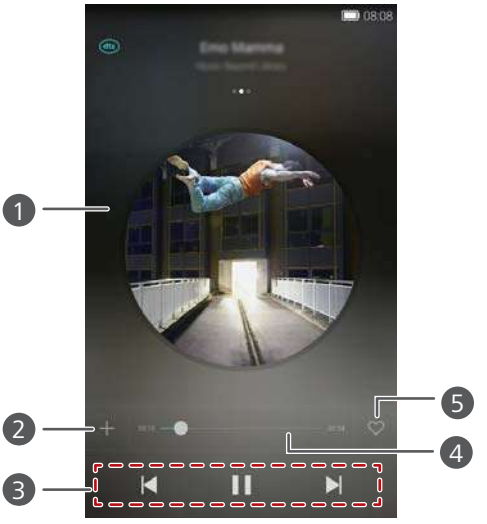
You can copy songs to your phone and immerse yourself in a world of extraordinary sound anytime. Add songs to your phone by:

- Copying songs from your computer using the USB cable. For details, see MTP mode.
- Downloading songs from the Internet.
- Copying songs through Bluetooth. For details, see Receiving a file using Bluetooth.
- Copying songs from other devices using Wi-Fi Direct. For details, see Receiving a file using Wi-Fi Direct.

Listening to music

1. On the home screen, touch  **Music**.
2. Select a category.
3. Touch the song you want to play.

Touch the playing song to enter the main playback interface.



1	• Flick left or right to switch between the album cover, playlist, and lyrics. • Touch this area, and music volume adjustment, playback modes, and options menu will be displayed.
2	Touch + to add the playing song to a playlist.
3	• Touch ▶ to play and touch ⏸ to pause. • Touch ⏮ to go back to the previous song. • Touch ⏭ to skip to the next song.
4	Drag the slider to control the playback.
5	Touch ♡ to add the playing song to your **Favorites**.

When a song is playing, touch ◯ **Home** to exit the playback screen without stopping the song. To return to the music playback screen, open the notification panel and touch the playing song.

Creating a playlist

1. On the home screen, touch **Music**.
2. Touch **Playlists** > **Create new playlist**.
3. Name the playlist and touch **Save**.
4. In the displayed dialog box, touch **Add**.
5. Select the songs you want to add and touch ✓.

Playing a playlist

1. On the home screen, touch **Music**.
2. Touch **Playlists**.
3. Select the playlist you want to play and touch one of the songs in the playlist or play all songs one by one in shuffle playback.

Deleting a playlist

1. On the home screen, touch **Music**.
2. Touch **Playlists**.
3. Touch ••• next to the playlist you want to delete and then touch **Delete**.

Setting a song as the ringtone

Want to hear your favorite song whenever you receive a call? Just make it your ringtone.

1. On the home screen, touch **Music**.
2. Select a category.
3. On the song list screen, touch ••• next to the song and touch **Set as phone ringtone**.

Playing a video

1. On the home screen, touch **Videos**.
2. Touch the video you want to play.
3. To stop the video playback, touch .



1	Touch to lock the screen. After the screen is locked, you will not be able to perform any operations on the video playing interface.
2	• Flick left or right to forward or replay the video. • Flick up or down at the left side of the screen to adjust the screen brightness. • Flick up or down at the right side of the screen to adjust the volume.

Network and sharing

Turning on mobile data

1. On the home screen, touch **Settings** then **All**.
2. Under **Wireless & networks**, touch **More**.
3. Touch **Mobile networks**.
4. Touch **Data enabled** to enable your phone's mobile data service.

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

Wi-Fi network

Connecting to a Wi-Fi network

1. On the home screen, touch **Settings**.
2. Touch **Wi-Fi**.
3. Touch the Wi-Fi switch to enable the Wi-Fi. Your phone then scans for available Wi-Fi networks and displays them.
4. Touch the Wi-Fi network you want to connect to.
   - If the Wi-Fi network is open, you will directly connect to it.
   - If the Wi-Fi network is encrypted, enter the key when prompted, and touch **Connect**.

Connecting to a Wi-Fi network using WPS

Wi-Fi protected setup (WPS) lets you quickly connect to a Wi-Fi network. Simply press the WPS button or enter the PIN to connect your phone to a Wi-Fi router that supports WPS.

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

2. Touch **Wi-Fi**.
3. Touch the Wi-Fi switch to enable the Wi-Fi.
4. Touch **Advanced settings**. You can then:
   - Touch **WPS connection** and press the WPS button on the Wi-Fi router.
   - Touch **WPS PIN connection** and enter the PIN generated from your phone on your router.

Sharing your phone's mobile data connection

Wi-Fi hotspot

Your phone can function as a Wi-Fi hotspot for other devices, sharing its mobile data connection.

1. On the home screen, touch  **Settings** then the **All** tab.
2. Under **Wireless & networks**, touch **More**.
3. Touch **Tethering & portable hotspot**.
4. Touch **Portable Wi-Fi hotspot** to turn Wi-Fi hotspot on.
5. Touch **Configure Wi-Fi hotspot**.
6. Set the Wi-Fi hotspot's name, encryption mode, and password. Then touch **Save**.

It is recommended that you set the encryption mode to WPA2PSK to better secure the Wi-Fi network.

USB tethering

You can share your phone's data connection with a computer using a USB cable.

To use USB tethering, you may need to install your phone's driver on the computer or establish a corresponding network connection, depending on your computer's operating system.

1. Use a USB cable to connect your phone to the computer.
2. On the home screen, touch **Settings** then the **All** tab.
3. Under **Wireless & networks**, touch **More**.
4. Touch **Tethering & portable hotspot**.
5. Touch **USB tethering** to share your mobile data connection.

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

Bluetooth tethering

You can share your phone's mobile data connection with other devices using Bluetooth.

1. On the home screen, touch **Settings** then the **All** tab.
2. Under **Wireless & networks**, touch **More**.
3. Touch **Tethering & portable hotspot**.
4. Touch **Bluetooth tethering** to share your mobile data connection.

Transferring data through Bluetooth

Turning on Bluetooth and pairing your phone with another Bluetooth device

1. On the home screen, touch **Settings**.
2. Under **All**, touch **Bluetooth**.
3. Touch **Turn on Bluetooth** to turn on Bluetooth. Then your phone will automatically search for and display available Bluetooth devices.
4. Touch a device and follow the onscreen instructions to pair your phone with it.

To unpair the two devices, touch ⓘ next to the paired device, and touch **Unpair**.

Renaming your phone

By default, your phone model is used as your phone name after Bluetooth is turned on. You can change the name to one that's more personal and easier to find.

1. On the home screen, touch **Settings**.
2. Under **All**, touch **Bluetooth**.
3. Touch **Device name**.
4. Rename your phone and touch **Rename**.

Sharing a file using Bluetooth

To exchange data with another Bluetooth device, turn on Bluetooth on both devices and make sure they are both discoverable.
Touch and hold the file you want to send and then touch **Share** > **Bluetooth** on the displayed window. Your phone will automatically search for and display available devices. Select a device to receive your file.

Receiving a file using Bluetooth

When your phone receives a file transfer request, a **File transfer** dialog box will be displayed. Touch **Accept** to start receiving the file. Open your notification panel and touch **Notifications** to check the file transfer progress.

By default, received files are saved to the **bluetooth** folder in **Files**.

Transferring data using Wi-Fi Direct

Wi-Fi Direct allows two devices to connect to each other for data transmission without using any access point.

Connecting two devices using Wi-Fi Direct

Before you use Wi-Fi Direct to connect two devices, ensure that you have turned on the Wi-Fi network connection on both devices.

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

2. Under **All**, touch **Wi-Fi**.
3. Touch **Wi-Fi** to enable the Wi-Fi.
4. Touch **Wi-Fi direct** to scan for available devices.
5. Choose a device.

Sending a file using Wi-Fi Direct

Touch and hold the file you want to send and then touch **Share** > **Wi-Fi Direct** on the displayed window. Your phone will automatically search for and display available devices. Select a device to receive your file.

Receiving a file using Wi-Fi Direct

When a file comes in through Wi-Fi Direct, your phone automatically starts to receive it. Open your notification panel and touch **Notifications** to check the file transfer progress.

By default, received files are saved to the **Wi-Fi Direct** folder in **Files**.

Transferring data between your phone and computer

MTP mode

MTP mode lets you transfer media files, such as photos, songs, and videos, between your phone and a computer. Windows Media Player 11 or later is required.

1. Use a USB cable to connect your phone to the computer.
2. On the **USB connection methods** screen, touch **Media device (MTP)**. The phone driver is then automatically installed on the computer.

After the driver is installed, open the newly recognized drive and begin transferring media files between your phone and computer. Multimedia content on your phone can be viewed through Windows Media Player.

HiSuite mode

HiSuite is a file transfer application developed by Huawei that lets you back up, synchronize, and transfer data between your phone and computer.

1. Use a USB cable to connect your phone to the computer.
2. On the **USB connection methods** screen, touch **PC Suite (HiSuite)**. The phone driver is then automatically installed on the computer.
3. On the computer, open the newly recognized drive, double-click **HiSuiteDownLoader.exe**, and follow the onscreen instructions to install HiSuite.

You can then manage your phone's data on the displayed HiSuite window.

USB flash drive mode

If a microSD card is inserted into your phone, you can use your phone as a USB storage device and transfer files between your phone and a computer.

1. Use a USB cable to connect your phone to the computer.
2. On the **USB connection methods** screen, touch **USB flash drive**. The phone driver is then automatically installed on the computer.

The computer recognizes your phone as a USB storage device. Open the newly recognized drive to view files on your microSD card.

Applications

Managing applications

Downloading applications

A wide selection of applications are available from a variety of sources. You can:

- Download applications from App Center.
- Download applications from web pages using the browser on your phone.
- Download applications using a computer, and copy the applications to your phone.
- Connect the phone to a computer, and download applications using a third-party application download application.

Installing an application

1. On the home screen, touch **Files**.
2. Under **Categories**, touch **Apps**.
3. In the application list, touch the application you want to install, and follow the onscreen instructions to install it.

During the installation, read **Install blocked** carefully when prompted and follow the subsequent onscreen instructions.

Sharing an application

1. On the home screen, touch and hold the application you want to share until is displayed at the top of the screen.
2. Drag the application to .
3. On the displayed screen, select a sharing method and follow the onscreen instructions to share the application.

System applications can't be shared.

Uninstalling an application

1. On the home screen, touch and hold the icon of the application you want to uninstall until is displayed at the top of the screen.
2. Drag the icon to and follow the onscreen instructions to uninstall application.

Some pre-installed applications can't be uninstalled.

Backup

Backing up data to local storage

1. On the home screen, touch **Tools** > **Backup**.
2. Touch **New backup**.
3. Select the data you want to back up, and follow the onscreen instructions to back it up.

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

On some phone models, backup files can be encrypted and password-protected. You need to enter a password to access encrypted backup files.

Restoring data from local storage

1. On the home screen, touch **Tools** > **Backup**.
2. Select the backup file you want to restore. You can use the files' backup time as a reference.
3. If the backup file has been encrypted, enter the password when prompted, and touch **OK**.
4. Select the data you want to restore, and touch **Restore**.

Phone Manager

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

- Optimize the system performance by diagnosing your phone, cleaning out trash files, and more.
- Enable power saving mode to maximize your phone's standby time.
- Block unwanted calls, messages, and notifications.

Services and functions provided by Phone Manager vary with country and service provider.

Optimizing the system

You can check and make your phone run more smoothly and quickly using Phone Manager.

On the home screen, touch **Phone Manager**. You can then:

- Touch **Scan** or **Touch to scan** to check your phone's running status, clean trash files, optimize system performance, and clear up security risks.
- Touch **Phone accelerator** to close the power-intensive applications, scan for and clear the cache, trash files, and unnecessary applications and application installation packages.

Power saving

1. On the home screen, touch **Phone Manager**.
2. Touch **Power saving** to check your phone's power consumption and extend your phone's standby time. You can switch to different power saving modes as required.

Harassment filter

On the home screen, touch **Phone Manager**. You can then:

- Touch **Harassment filter** to set a blacklist to block unwanted messages and calls.
- Touch **Notification manager** to block unwanted push notifications.
- Turn on **Do not disturb**. Your phone will ring only when you receive calls from allowed contacts. Tones for other calls, the message tones, and other notification tones will be muted.

Calendar

Calendar is your personal assistant that helps you manage, arrange, and keep track of all important events in your life. For example, you can plan your daily schedule in advance and view holiday information. If you have saved birthday information for your contacts, Calendar automatically creates birthday reminders.

Creating an event

1. On the home screen, touch **Calendar**.
2. Touch +.
3. Enter event details, such as the event name, start and end time, location, and how often it repeats.
4. Touch ✓.

Viewing the calendar

1. On the home screen, touch **Calendar**.
2. On the **Calendar** screen, you can:
   - Touch **Month**, **Week**, and **Day** to switch between month, week, and day views.
   - On the month view, flick left or right to switch between months.
   - On the week view, flick left or right to switch between weeks.
   - On the day view, flick left or right to switch between days.

Synchronizing a calendar

1. On the home screen, touch **Calendar**.
2. Touch > **Calendars to display**.
3. Select the account whose calendar you want to display.
4. Touch > **Calendars to sync**.
5. Select the account and synchronize its calendar.

Clock

Alarm

1. On the home screen, touch **Clock**.
2. Under **Alarm**, you can:
   - Add an alarm: Touch , and set the alarm time, ringtone, how often it repeats, and more. Then touch .
   - Turn on or turn off an alarm: Touch the switch button next to an alarm to turn it on or off.
   - Configure alarm settings: Touch , and set the snooze duration, whether the alarm rings in silent mode, and what the volume buttons do when pressed.
   - Delete an alarm: Touch and hold the alarm you want to delete and then touch .

Using the world clock

1. On the home screen, touch **Clock**.
2. Under **World clock**, you can:
   - Add a city: Touch , enter a city name or choose a city from the city list, and touch the city you want to add.

- Set your time zone: Touch ⚙ to set your home time zone and system date and time.
- Delete a city: Touch ☰ > **Edit cities**, touch ⊖ beside the city you want to delete, and touch ✓.

Stopwatch

1. On the home screen, touch **Clock**.
2. Under **Stopwatch**, touch ▷ to start timing.
3. Touch ⏱ to record multiple laps.
4. Touch ⏸ to stop the stopwatch.

Touch ⊡ to clear all stopwatch records.

Timer

1. On the home screen, touch **Clock**.
2. Under **Timer**, turn the wheel to set the countdown time.

ℹ Touch 🔔 to set a tone for the timer.

3. When you are done, touch ▷ to start the timer.
4. When the timer ends, your phone plays a tone and starts overtime timing. Touch **OK** to stop the tone and reset the timer.

ℹ When the timer is running, touch ⊡ to reset it.

Weather

Weather allows you to check the weather forecast for your location and many cities across the globe.

Adding a city

Add cities to check their real-time weather information.

1. On the home screen, touch **Tools** > **Weather**.
2. Touch ☰ > ⊕ and enter a city name. Matching cities are then displayed.
3. Touch the city you want to add.

Deleting a city

1. On the home screen, touch **Tools** > **Weather**.
2. Touch ☰, touch and hold the city you want to delete, and then touch ⊖.
3. Touch ✓.

Updating the weather

1. On the home screen, touch **Tools** > **Weather**.
2. Flick left or right to find the city whose weather you want to update.
3. Flick down from the top of your screen to manually update the weather.

ⓘ You can also set the weather to automatic update mode. Touch ☰ > ⚙, select **Auto update**, and set **Update interval**. Your phone will then update the weather at the interval you set.

Note

Adding a note

1. On the home screen, touch **Tools** > **Notepad**.
2. Touch **New note** and enter your note's content.

ⓘ Touch 🖼 to add an image.

3. Touch ✓.

After the note is saved, you can also share, delete, or add it to your favorites.

Modifying your note settings

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

2. Touch > **Settings** to adjust the font size or view style of your note.

FM radio

Connect a headset to the phone because the FM radio uses the headset as its antenna.

Searching for stations

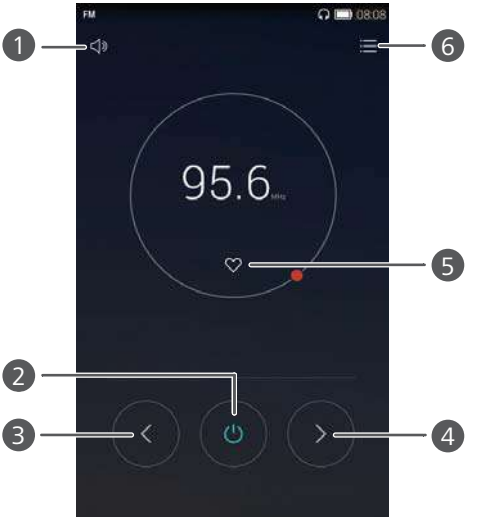
1. On the home screen, touch **Tools** > **FM Radio**.

2. Touch > to search for and save available stations.

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

Listening to FM radio

On the home screen, touch **Tools** > **FM Radio**.



1	Touch to enable or disable the speaker.
2	Touch to turn on or off the FM radio.
3	Touch to return to the previous station.
4	Touch to go to the next station.
5	Touch to add the current station to your favorites.
6	Touch to search and view the station list, view your favorite stations, and set a timer for turning off the FM radio.

Phone settings

Turning on location services

Before you use a map or navigation application, make sure you have turned on location services.

1. On the home screen, touch **Settings**.
2. Under **All**, touch **Location access**.
3. Touch **Access my location** to turn on your phone's location services.
4. Touch **Location mode**. You can then:
   - Touch **High accuracy** to locate your position using GPS, Wi-Fi, and mobile data.
   - Touch **Battery saving** to locate your position using Wi-Fi and mobile data.
   - Touch **Device only** to accurately locate your position using GPS.

GPS and time synchronization may not be available on all phones.

Modifying tone settings

1. On the home screen, touch **Settings**.
2. Under **All**, touch **Sound**.
3. On the **Sound** screen, you can:
   - Touch **Volume** and drag the sliders to set the volume of music, ringtones, notification tones, alarms, calls, and more.
   - Touch **Silent mode** to turn on or off silence mode.
   - Touch **Vibrate in silent mode** to enable or disable vibration when your phone in silent mode.
   - Touch **Vibrate when ringing** to enable or disable vibration when your phone is not in silent mode.

- Touch **Phone ringtone** to select a ringtone. If your phone supports dual cards, you can set individual ringtones for each card.
- Touch **Default notification tone** to set a notification tone.
- Touch **System** to turn on or off the notification tone or vibration when you touch or lock the screen, dial a number, and more.

Modifying display settings

1. On the home screen, touch **Settings**.
2. Under **All**, touch **Display**.
3. On the **Display** screen, you can:
   - Touch **Wallpaper** to set the lock screen and home screen wallpapers.
   - Touch **Font size** to change the display font size.
   - Touch **Font style** to change the display font style.
   - Touch **Daydream** to enable or disable the screen saver. If this function is enabled, the screen saver will automatically run while your phone is being charged.
   - Touch **Indicator light** to enable or disable the blinking indicator when you receive notifications.
   - Touch **Brightness** to adjust the screen brightness.
   - Touch **Color temperature** to adjust the screen color temperature. To manually adjust the color temperature, clear the **Default** check box.
   - Touch **Sleep** to set a screen sleep period. If idle for the specified period, your phone automatically locks its screen to save battery power.
   - Touch **Auto-rotate screen** to turn the Auto-rotate screen function on or off. If this function is turned on, your screen's orientation will automatically change with the way you hold your phone when performing certain operations, such as browsing a web page, viewing a picture, or writing a message.

Display settings may vary according to your phone model.

Turning on one-hand UI

One-hand UI makes using a phone with a large screen much easier.

1. On the home screen, touch **Settings** then the **All** tab.
2. Under **Smart assistance**, touch **More**.
3. Touch **One-hand UI**.
4. Touch **One-hand UI** to turn on one-hand UI. When one-hand UI is turned on, touch the arrow on either side of the screen to move the dialer or other operation area to the side of your choice.

One-hand UI may not available on all phones.

Turning on the suspend button

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

1. On the home screen, touch **Settings** then the **All** tab.
2. Under **Smart assistance**, touch **More**.
3. Touch **Suspend button**.
4. Touch **Suspend button** to turn on the suspend button. will then appear on all screens except the lock screen and notification panel.
5. Touch to expand the suspend button.
6. From the expanded menu, you can:
   - Touch to return to the previous screen or exit the current application.
   - Touch to return to the home screen.

- Touch  to display a list of recently used applications.
- Touch  to lock the screen.
- Touch  to clean up the phone memory and close all applications running in the background.
- Touch  to collapse the menu.

The suspend button may not available on all phones.

Changing the lock screen style

Face unlock

1. On the home screen, touch  **Settings**.
2. Under **All**, touch **Security**.
3. Touch **Screen lock** > **Face Unlock**.
4. Follow the onscreen instructions to set up Face unlock as your primary unlock method.
5. Set a secondary unlock method to unlock your phone should your phone not recognize your face.

To turn off Face unlock, touch  on the home screen. Under **All**, touch **Security** > **Screen lock**. Use the secondary unlock method to enter the **Select screen lock** screen, and select another unlock method.

Face unlock may not be available on all phones.

Setting a screen unlock pattern

1. On the home screen, touch  **Settings**.
2. Under **All**, touch **Security**.
3. Touch **Screen lock** > **Pattern**.

4. Connect at least four dots to draw a pattern, and draw the pattern again for confirmation.
5. Set a screen unlock PIN as an alternative method to unlock your phone should you forget your unlock pattern.

Setting a screen unlock PIN

1. On the home screen, touch **Settings**.
2. Under **All**, touch **Security**.
3. Touch **Screen lock** > **PIN**.
4. Enter at least four digits and then enter them again for confirmation.

Setting a screen unlock password

1. On the home screen, touch **Settings**.
2. Under **All**, touch **Security**.
3. Touch **Screen lock** > **Password**.
4. Enter at least four characters, among which one should be a letter, and then enter them again for confirmation.

Turning on or off airplane mode

⚠ Your phone's signal reception or transmission may interfere with an airplane's flight system. Power off your phone or switch to airplane mode as required when you are on a flight. In airplane mode, your phone's wireless features are disabled, but you can still listen to music or play games using your phone.

Use either of the following methods to turn on or turn off **Airplane mode**:

- Flick down from the status bar to open the notification panel. Under **Shortcuts**, touch **Airplane mode**.
- Press and hold the power button, and touch **Airplane mode**.

- On the home screen, touch **Settings** then the **All** tab. Under **Wireless & networks**, touch **More** and then **Airplane mode** to turn on or off airplane mode.

When airplane mode is on, is displayed on the status bar.

Setting the PIN of your SIM card

A personal identification number (PIN) is delivered with your SIM card to better protect your phone data. If you enable the SIM card lock, you must enter the PIN each time you turn your phone on.

Before you perform the following operations, make sure you have obtained the PIN for your SIM card from your service provider.

1. On the home screen, touch **Settings**.
2. Under **All**, touch **Security**.
3. Touch **Set up SIM card lock**. If your phone supports dual cards, touch .
4. Select the **Lock SIM card** check box. If your phone has dual cards, you can set individual PINs for each card respectively.
5. Enter your PIN, and touch **OK**.
6. Touch **Change SIM PIN** to change the PIN.

Generally, SIM cards only allow a limited number of consecutive retries if an incorrect PIN is entered. If this limit is exceeded, you must enter a PIN unblocking key (PUK), which you can obtain from your service provider. The number of consecutive attempts to enter the PUK incorrectly is also limited. If this limit is exceeded, your SIM card will be permanently disabled. For details about these limits, contact your service provider.

Setting up an account

Adding an account

1. On the home screen, touch **Settings**.
2. Under **All**, touch **Add account**.
3. Select an account type.
4. Follow the onscreen instructions and enter your account information.

Deleting an account

1. On the home screen, touch **Settings** then the **All** tab.
2. Under **Accounts**, select an account type.
3. Select the account you want to delete.
4. Follow the onscreen instructions to delete the account.

Turning on data synchronization

1. On the home screen, touch **Settings** then the **All** tab.
2. Under **Accounts**, select an account type.
3. Select the account you want to synchronize from.
4. Touch the **Sync email** switch to turn on data synchronization.

Restoring factory settings

⚠ Restoring your phone to the factory settings erases all your personal data from phone storage, including information about your accounts, your system and application settings, and downloaded applications. Back up important data on your phone before you restore factory settings.

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

2. Under **All**, touch **Backup & reset**.
3. Touch **Factory data reset** > **Reset phone** > **Reset phone**. The phone will restore its factory settings and restart.

Updating your phone

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

Online update

Before you perform updates on your phone, ensure that your phone is connected to the network.

1. On the home screen, touch **Settings**.
2. Under **All**, touch **Updater**.
3. Touch **Check for updates**. Follow the onscreen instructions to download and install the updates if there is any.

Online update may incur excessive data usage fees. It is recommended that you update over Wi-Fi instead.

Local update

Download the update package from http://consumer.huawei.com and save the **dload** folder in the update package to the root directory of your phone's internal storage. If your phone supports a microSD card, you can also save the file to the root directory of your microSD card.

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

2. Under **All**, touch **Updater**.

3. Touch ☰ > **Local update** and follow the onscreen instructions to update your phone.

Setting the date and time

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

2. Under **All**, touch **Date & time**.

3. On the **Date & time** screen, you can:

   - Touch the **Automatic date & time** switch to use the network time or manually set the time.
   - Touch the **Automatic time zone** switch to use the network time zone or manually set the time zone.
   - Touch the **Use 24-hour format** switch to switch between 24-hour and 12-hour formats.
   - Touch **Select date format** to select how you want the date to be displayed.
   - Touch **Dual clocks** to display two clocks when you are using data roaming.

Manual date and time settings may not be provided by all service providers.

Changing the system language

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

2. Under **All**, touch **Language & input**.

3. Touch **Language**.

4. Select a language.

Accessibility

You can turn on or off accessibility features, such as zoom magnification and large font.

1. On the home screen, touch  **Settings**.
2. Under **All**, touch **Accessibility**.
3. Select the accessibility features you want to enable.

Legal Notice

Copyright © Huawei Technologies Co., Ltd. 2015. All rights reserved.

No part of this manual may be reproduced or transmitted in any form or by any means without prior written consent of Huawei Technologies Co., Ltd. and its affiliates ("Huawei").

The product described in this manual may include copyrighted software of Huawei and possible licensors. Customers shall not in any manner reproduce, distribute, modify, decompile, disassemble, decrypt, extract, reverse engineer, lease, assign, or sublicense the said software, unless such restrictions are prohibited by applicable laws or such actions are approved by respective copyright holders.

Trademarks and Permissions

 and  are trademarks or registered trademarks of Huawei Technologies Co., Ltd.

Android™ is a trademark of Google Inc.

LTE is a trade mark of ETSI.

The *Bluetooth*® word mark and logos are registered trademarks owned by *Bluetooth SIG, Inc.* and any use of such marks by Huawei Technologies Co., Ltd. is under license.

Other trademarks, product, service and company names mentioned may be the property of their respective owners.

Notice

Some features of the product and its accessories described herein rely on the software installed, capacities and settings of local network, and therefore may not be activated or may be limited by local network operators or network service providers.

Thus, the descriptions herein may not exactly match the product or its accessories which you purchase.

Huawei reserves the right to change or modify any information or specifications contained in this manual without prior notice and without any liability.

Third-Party Software Statement

Huawei does not own the intellectual property of the third-party software and applications that are delivered with this product. Therefore, Huawei will not provide any warranty of any kind for third party software and applications. Neither will Huawei provide support to customers who use third-party software and applications, nor be responsible or liable for the functions or performance of third-party software and applications.

Third-party software and applications services may be interrupted or terminated at any time, and Huawei does not guarantee the availability of any content or service. Third-party service providers provide content and services through network or transmission tools outside of the control of Huawei. To the greatest extent permitted by applicable law, it is explicitly stated that Huawei shall not compensate or be liable for services provided by third-party service providers, or the interruption or termination of third-party contents or services.

Huawei shall not be responsible for the legality, quality, or any other aspects of any software installed on this product, or for any uploaded or downloaded third-party works in any form, including but not limited to texts, images, videos, or software etc. Customers shall bear the risk for any and all effects, including incompatibility between the software and this product, which result from installing software or uploading or downloading the third-party works.

This product is based on the open-source Android™ platform. Huawei has made necessary changes to the platform. Therefore, this product may not support all the functions that are supported by the standard Android platform or may be incompatible with third-party software. Huawei does not provide any warranty or representation in connect with any such compatibility and expressly excludes all liability in connection with such matters.

DISCLAIMER

ALL CONTENTS OF THIS MANUAL ARE PROVIDED "AS IS". EXCEPT AS REQUIRED BY APPLICABLE LAWS, NO WARRANTIES OF ANY KIND, EITHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE MADE IN RELATION TO THE ACCURACY, RELIABILITY OR CONTENTS OF THIS MANUAL.

TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT SHALL HUAWEI BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT, OR CONSEQUENTIAL DAMAGES, OR LOSS OF PROFITS, BUSINESS, REVENUE, DATA, GOODWILL SAVINGS OR ANTICIPATED SAVINGS REGARDLESS OF WHETHER SUCH LOSSES ARE FORSEEABLE OR NOT.

THE MAXIMUM LIABILITY (THIS LIMITATION SHALL NOT APPLY TO LIABILITY FOR PERSONAL INJURY TO THE EXTENT APPLICABLE LAW PROHIBITS SUCH A LIMITATION) OF HUAWEI ARISING FROM THE USE OF THE PRODUCT DESCRIBED IN THIS MANUAL SHALL BE LIMITED TO THE AMOUNT PAID BY CUSTOMERS FOR THE PURCHASE OF THIS PRODUCT.

Import and Export Regulations

Customers shall comply with all applicable export or import laws and regulations and be responsible to obtain all necessary governmental permits and licenses in order to export, re-export or import the product mentioned in this manual including the software and technical data therein.

Privacy Policy

To better understand how we protect your personal information, please see the privacy policy at http://consumer.huawei.com/privacy-policy.

This guide is for reference only. The actual product, including but not limited to the color, size, and screen layout, may vary. All statements, information, and recommendations in this guide do not constitute a warranty of any kind, express or implied.

Please visit http://consumer.huawei.com/en/support/hotline for recent updated hotline and email address in your country or region.

Model: HUAWEI G735-L03, HUAWEI G735-L12, HUAWEI G735-L23
V100R001_01