

# User Manual

## Read me first

- ◆ Please read this manual before operating your Tablet, and keep it for future reference.
- ◆ The descriptions in this manual are based on the default settings.
- ◆ Images and screenshots used in this manual may differ from the actual product.
- ◆ Available features and additional services may vary by device, software or service provider.
- ◆ Our company is not liable for performance issues caused by third-party applications.

# Assembling

## Unpack

Check your product box for the following items.

- Tablet
- User manual
- Adapter

You can purchase additional accessories from your local retailer.

## Charge the battery

Before using the device for the first time, you must charge the battery.

- 1 . You can charge the device with a travel adapter or by connecting the device to a PC with a USB cable.
- 2 . Battery full icon is shown when finished if your device is off.

**Warning :** Use only original batteries and chargers. Unapproved chargers or cables can cause batteries to explode or damage your device.

## Install the memory card

To store additional multimedia files, you need insert a memory card.

1. Insert a memory card with the gold contacts facing downwards.
2. Push the memory card into the slot.

**Notice:** Our company uses approved industry standards for memory cards, but some brands may not be fully compatible with your device.

## Getting started

### Turn your device on ,rebootand off

To turn on your device, press and hold the power key.

To reboot your device, press and hold the power key, select “**reboot**” .

To turn off your device, press and hold the power key, select “**power off**”.

## Switch to flight mode

To use only your device's non-network services, switch to flight mode. Please follow the instructions below to turn on flight mode:

Tap **Settings** ➔ **Network & internet** ➔ **Advanced** ➔ **Airplane mode** from application list to turn on flight mode.

## Home screen

The home screen has multiple panels. Scroll left or right to the panels on the home screen, you can view indicator icons, widgets, shortcuts to applications, and other items.

## Notification panel

Pull down to open the top of the notification bar to show the 6 users commonly used shortcut switch, support click on the switch, and long press to enter the corresponding settings. If you continue to pull down the notification bar to display all the quick switch, fast switch in the lower right corner of page will display a "Edit" button, click to add / delete custom shortcut switch, or drag the sort.

Tap icon to activate or deactivate wireless connection features and other settings.

**Wi-Fi** : Activate or deactivate the Wi-Fi connection.

**Bluetooth** : Activate or deactivate the Bluetooth connection.

**Notifications** : Activate or deactivate the notification feature.

**Flashlight** : Activate or deactivate the Flashlight.

**Auto-rotate screen** : Activate or deactivate the auto rotation feature.

**Battery Saver** : Activate or deactivate the Battery Saver.

**Brightness** : Adjust the basic brightness level of the display to lighter or darker.

**Settings** : Access Settings application.

## Auto rotation

If you rotate the device while using some features, the interface will automatically rotate as well.

To prevent the interface from rotating, open the notifications panel and select **Auto-rotate screen**, then tap it to **Off**.

## Lock & unlock the screen

Slide to unlock the screen.

To lock the screen manually, press **Power** key.

## Customize your device

To customize your device according to your preferences, tap **Settings** from application list or notification panel.

## Manage applications

To manage the applications installed on your device, tap **Settings** ➔ **Apps& notifications**.

1. To uninstall an application, select an item and tap **UNINSTALL**, tap **OK** to confirm.
2. To stop or change the settings of an application, select an item and tap the option you need.

## Security

You can protect your device and data by setting screen lock or encrypting your Tablet.

### ◆ Set a screen lock

To set a screen lock, tap **Settings** ➔ **Security** ➔ **Screen lock** from application list.

- **None** : Deactivate the screen lock.
- **Swipe** : Slide to unlock the screen.
- **Pattern** : Draw a pattern to unlock. Follow the instructions to draw your lock pattern. When prompted, draw the pattern to unlock the screen.
- **PIN** : Enter a numeric PIN to unlock. When prompted, enter the PIN to unlock the screen.
- **Password** : Enter a passcode to unlock. When prompted, enter the passcode to unlock the screen.

### ◆ Screen time-out

Select **Settings** ➔ **Display** ➔ **Advanced** ➔ **Screen timeout** from application list, you can set the time before the screen times out and goes into lock mode. ( you have not entered any characters or made other selections).

## Set up the fingerprint

- **Fingerprint:** Want to use your fingerprint to unlock the screen or confirmation of purchase, you need to:

1, set the standby screen lock mode;

2, and add your fingerprint;

**Attention:** In addition to using fingerprint unlock their devices, you can also set the equipment before startup requires the user to unlock pattern, to further protect the equipment. Equipment starts, to answer the phone, receiving a message or notice (including alarm clock). This can be in to protect the data on the equipment after the device is lost or stolen.

## Display size

1. You can set it **Settings** → **Display** → **Advanced** → **Display size**

## Data Saver

1. You can set it **Settings** → **Network & internet** → **Data usage** → **Data Saver**

## Quick Switch

1. You can switch applications by simply double clicking the "**Recents**" button

## Reset Tablet

You can reset system and desktop settings to their original values by the following steps:

1. Select **Settings** → **System** → **Advanced** → **Reset options** from application list.
2. Tap **Erase all data** (factory reset).
3. Tap **Erase all data**.
4. Tap **Erase all data**.

The device resets to the factory default settings automatically.

**Warning:** Factory data reset will erase all data from your device, including your Google™ account, system and application data and settings, and downloaded applications.

To change call settings, tap the option button at the lower Right below the dial-up interface.

### 1. Dial pad touch tones

**Settings** → **sound** → **Advanced** → **Dial pad tones** You can open or close the Dial pad tones.

## 2. Voice mail

With the call divert network service, you can direct incoming calls to your voice mailbox.

- Tap **Service** in **Advanced Settings** to set your voice mail service provider.
- Tap **Setup** in **Advanced Settings** to set your voice mail number.
- Tap **Sound** in **Notifications** ➔ **Advanced Settings** to set the desired ringtone for your voice mail.

## 3. Fixed Dialling Numbers

If FDN mode is activated, your device will restrict outgoing calls, except for the numbers stored in the FDN list.

## 4. Quick responses

Quick response is a feature to reject the call with the predefined messages.


Tap one of the pre-written messages to be displayed when you want the call to be rejected, then tap **OK**.

## Contacts

Tap **Contacts** from application list to access contacts.

- **Favorites** : List the contacts that you have set as favorites or the contacts that you have sent message to or dialed.

### ◆ Add new contact

1. Access Contact number.
2. Click 
3. Enter necessary Contact name.
4. Click ✓.

### ◆ Edit a contact

1. To edit a contact, select and click the contact you want to change.
2. Click the edit icon at the upper right.
3. Change necessary fields.
4. Click ✓.

### ◆ Import/Export contacts

1. **Import from MEMORY card**

To import contacts files (in vcf format) from a memory , tap the option button at the upper left and then select **Import** → Select .vcf file → Click **OK** → Select .vcf file, and then the contacts will be imported to your device.

#### ◆ **Search for contacts**

1. Enter the desired information in Search contacts input box , then your device shows the result.


## **Messaging**

Learn to create and send a text or multimedia message, and view or manage messages that you have sent or received.

#### ◆ **View messages**


1. Click **Messaging** from application list.
2. Click the message to view the detailed information.

#### ◆ **Create and send SMS**

1. Click  enter **NEW MESSAGE**.
2. In **Type name or number** field, enter the recipient's Tablet numbers manually. If you enter more than one number, separate the numbers with a comma.
3. In **Type test message** field, enter the text of the message.
4. Click **Send** to send the message.

#### ◆ **Create and send MMS**

Multimedia message can include pictures, sound and text.

1. Click  enter **NEW MESSAGE**.
2. In **Type name or number** field, enter the recipient's Tablet numbers manually. If you enter more than one number, separate the numbers with a comma.
3. Click **Attach** to Select one of the items below.
  - Pictures: Insert image.
  - Capture picture: Capture new picture and insert the picture.
  - Videos: Insert videoclip.
  - Capture video: Capture new video clip and insert the video clip.
  - Audio: Insert sound clip.
  - Record audio: Record sound clip and insert the sound clip.

- Slideshow: Add more than one slide.
  - Contact: Insert contacts
  - Calendar: Insert Calendar
4. In **Type test message** field, enter the text of the message.
  5. Click **Send** to send the Multimedia message.

## Email

To receive and send mail, you must have a remote mailbox service. This service may be offered by a service provider. Your device is compliant with applicable internet standards for POP3/IMAP/Exchange.

Before you can send or receive mail on your device, you need to set up an email account and define the email settings correctly. You can define more than 1 mailbox.

### ◆ Set up your email


1. Click **Email** from application list.
2. You can use mailbox guide to set up your mailbox, tap **Next** until it's done.
3. If you need to add another email account, tap the **option button** at the upper left  
     ↳ **Settings** ↳ **Add account**, then set up the email account with the mailbox guide.

When you are finished setting up the email account, the email messages are downloaded to your device. If you have created more than two accounts, you can switch between email accounts. Select an account name at the top left of the screen and select the one you want to retrieve messages from.

### ◆ Delete your email account

Click **Settings** from application list ↳ **Users & accounts** ↳ Click on the email address  
 ↳ Click the "**REMOVE ACCOUNT**" button

### ◆ Create and send email

1. Open **Email** application.
2. Click the write button.
3. In **To** field, enter the recipient's email addresses manually and separate them with a comma.  
     Add more recipients by tapping **Cc/Bcc**.
4. Click  to choose attachments that you want to insert.
5. Enter the subject and the text.



6. Click **SEND** button to send the email.

## Web


### Browser

Tap **Browser** from application list to access to the web.


#### ◆ Browser webpages

1. Select **Browser** to launch a specified homepage.
2. To access a specific webpage, select the URL input field, enter the web address of the webpage, and select **Go**.


#### ◆ Set homepage

1. Tap the option button  at the upper right.
2. Select **Settings** → **General** → **Set homepage**.
3. Enter the web address of the desired webpage.


#### ◆ Add bookmarks

While navigating a website, click  → select “**Save to bookmarks**” to Save bookmarks and easily access it later.

#### ◆ View bookmarks and history

Tap the option button  at the upper right → select “**Bookmarks/History**” to open the bookmark list and the recent history. click a bookmark or any entry to display the webpage.

#### ◆ Customize browser

To make adjustments in your browser settings, click the option button  at the upper right, and then select **Settings**.

## Entertainment







### Camera


With the camera function, you can capture photos and take videos.

#### ◆ Capture a photo




1. Open the application list and select **Camera**.
2. Before taking a picture, you need to know some settings.

Place two fingers on the screen and spread them apart or move fingers closer together to zoom in or zoom out.

Icon	Definition
	Settings
	Change to video mode.
	take photos
	Tap to switch between the front and rear camera lenses
	Smile Mode
	Change to panorama mode to take a landscape photo.

3. Aim the lens at the subject and tap  to take a photo. The photo is saved automatically to the folder DCIM.
4. Select the image viewer icon at the lower right to view the pictures.

#### ◆ Record a video

1. Open the application list and select **Camera**. Tap  to change to video mode.
2. Tap  to start recording. The length of the video recording is restricted by the available space on your storage.
3. Tap  to stop recording. The video is saved automatically to the folder DCIM.
4. After recording videos, select the image viewer icon at the lower right to view the recorded videos.

## Tools

### Calendar



With the Calendar feature, you can consult the calendar by day, week, or month, create events, and set an alarm to act as a reminder, if necessary.

To access the calendar, tap **Calendar** from application list.

1. To create an event, tap the option button at the upper right and then select **New event**.
  - Fill in the fields, and set category, date, time & an alarm.
  - After you finish, select **DONE**.
2. You can view calendar in different views, Day, Week, Month and All.
3. To delete an entry, tap the event to open it ➡ tap the option button at the upper right and then select **Delete** ➡ select **OK**.

## Alarm

From application list, tap **Clock**, and then select .

1. Tap  to add alarm.
  - Tap the numeric pad to set alarm time, and then select **AM** or **PM**, when you are finished, tap **OK**.
  - Tap the time to change alarm time.
2. Set repeat cycle, alarm ringtone, Vibrate, and edit Label message, tap **OK** after finished.
3. Tap **"DISMISS"** to shut down the alarm, and tap **"SNOOZE"**, then the alarm will stop ringing for a few minutes.
4. Tap the Arrow of one alarm and click  to Delete this alarm.

## File Manager




Many features of the device, such as images, videos, documents, received attachments and downloaded files or applications, use memory to store data. With **File manager**, you can store and browse files and folders in your device, or edit, move, copy files; you can send files to compatible devices as well.

### Note:

1. Some files formats are not supported depending on the software of the device.
2. Some files may not play properly depending on how they are encoded.

## Sound Recorder

With Recorder, you can record a voice memo. From application list, tap **Sound Recorder**.

1. To record a voice memo, tap .
2. To stop the recording, tap .
3. To listen to a voice recording that you just recorded, tap .

## Calculator

With this feature, you can use the device as a calculator. The calculator provides the basic arithmetic functions. Tap the virtual numeric and calculation keys to perform a calculation.

# Connectivity

## USB Connection

You can connect your device to a PC and use it as a removable disk, which allows you access the file directory.

1. If you want to transfer files from or to device, insert a memory card into the device.
2. With a USB cable, connect your device to a PC.
3. Open the notification panel, Use USB to select **Transfer files**.
4. Open the folder to view files.
5. Copy files from the PC to the device memory or memory card.

## Wi-Fi

With Wi-Fi, you can connect to the internet or other network devices anywhere an access point or wireless hotspot is available.

### ◆ Activate the Wi-Fi feature

1. From application list, tap **Settings** ➔ **Network & internet**, turn on the **Wi-Fi** feature.

### ◆ Find and connect to Wi-Fi

1. Once the Wi-Fi feature is activated, the device automatically search for available Wi-Fi connection.
2. Select a network.
3. Enter a password for the network (if necessary).
4. Select **Connect**.

## Bluetooth

With bluetooth, you can share music, pictures, video, contacts with another phone. You can use bluetooth headset phone or listening to music.

### ◆ Activate the bluetooth feature

1. From application list, tap **Settings** ➔ **Connected devices** ➔ **Pair new device**.

### ◆ Scan and connect to other Bluetooth devices

1. The device automatically search for other Bluetooth devices.
2. Select a device and pair.

## Safety Precautions

Read these simple guidelines before using your device. Not following them may be dangerous or illegal.

### ◆ Aircraft

Switch off in aircraft and follow any restrictions. Wireless devices can cause interference in aircraft.

### ◆ Vehicles

Never use your device while driving. Place it in a safe place.

Position your device within easy reach. Be able to access your device without removing your eyes from the road.

### ◆ Electronic devices

In some circumstances your device may cause interference with other devices.

### ◆ Potentially explosive environments

Switch off your device when in any area with a potentially explosive atmosphere, and obey all signs and instructions. Sparks in such areas could cause an explosion or fire resulting in bodily injury or even death.

### ◆ Pacemakers and other medical devices

Pacemaker manufacturers recommend that a minimum separation of 8 inches be maintained between a wireless device and a pacemaker to avoid potential interference with the pacemaker.

Operation of any radio transmitting equipment, including wireless phones may interfere with the functionality of inadequately protected medical devices. Consult a physician or the manufacturer of the medical device to determine if they are adequately shielded from external RF energy or if you have any questions.

Switch off your device in health care facilities when any regulations posted in these areas instruct you to do so.

### ◆ Operating environment

When connecting to other device, read its user guide for detailed safety instructions. Do not connect incompatible products.

Do not place your device in the air bag deployment area.

Use the device only in its normal operating positions as explained in the product documentation.

Always switch off your device when its use is prohibited or when it may cause interference and danger.

### ◆ Areas with posted regulations

Switch off your device when any regulations posted in these areas instruct you to do so.

## Care & Maintenance

- ◆ Use only manufacturer-approved accessories. Use general accessories may shorten the life of your device or cause device to malfunction.
- ◆ Keep your device dry. Humidity and all types of liquids may damage device parts or electronic circuits.
- ◆ Do not use or store the device in dusty, dirty areas.
- ◆ Do not store the device in hot or cold areas.
- ◆ Do not store your device near magnetic fields.
- ◆ Do not store your device with such metal objects as coins, keys and necklace.
- ◆ Do not drop your device or cause impacts to your device.

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### FCC Warning

This device complies with part 15 of the FCC rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

The users manual or instruction manual for an intentional or unintentional radiator shall caution the user that changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment

**Radiation Exposure Statement**

The device has been evaluated to meet general RF exposure requirement. The device can be used in portable exposure condition without restriction.