



User Guide

Samsung
GALAXY Tab4

Samsung GALAXY Tab[®]4

A N D R O I D T A B L E T

User Manual

Please read this manual before operating your device and keep it for future reference.



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Screen images simulated. Appearance of device may vary.

The actual available capacity of the internal memory is less than the specified capacity because the operating system and default applications occupy part of the memory. The available capacity may change when you upgrade the device.

Online Legal Information

The online version of the Health/Safety and Warranty guide for your device can be found at: www.samsung.com.

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Section 1: Getting Started

This section helps you to quickly start using your device.

Understanding This User Manual

The instructions in this manual are based on default settings, and may vary from your device depending on the software version on your device and any changes to the device's settings.

Unless otherwise specified, all instructions in this manual assume that you are starting from a Home screen. To get to a Home screen, you may need to unlock the device. For more information, refer to “*Securing Your Device*” on page 9.

Note: Unless stated otherwise, instructions in this user manual start with the device unlocked, at the Home screen.

All screen images in this manual are simulated. Actual displays may vary depending on the software version of your device and any changes to the device's settings.

Special Text

In this manual, some text is set apart from the rest. This special text is intended to point out important information, share quick methods for activating features, define terms, and more. The definitions for these methods are as follows:



- **Note:** Presents alternative options for the current feature, menu, or sub-menu.
- **Tips:** Provides quick or innovative methods or useful shortcuts.
- **Important!** Points out important information about the current feature that could affect performance.
- **Warning!** Brings important information to your attention that can help to prevent loss of data or functionality or damage to your device.

Text Conventions



This manual provides condensed information about how to use your device. To make this possible, the following text conventions are used to represent often-used steps:

- Arrows are used to represent the sequence of selecting successive options in longer, or repetitive, procedures.

For example:

From a Home screen, touch  **Apps** →  **Settings** → **Wi-Fi**.

ON/OFF This button disables or enables a feature, or turns a setting off or on.

-  indicates that the feature is **OFF**.
-  indicates that the feature is **ON**.

For example:

Touch the **OFF/ON** button to turn Bluetooth ON  or OFF .

SIM Card

Your device uses a 4G LTE SIM (Subscriber Identity Module). The 4G LTE SIM is a small, rectangular plastic card that stores your device number, information about your wireless service, and may contain other information.

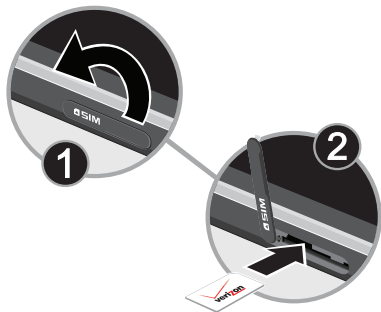
If you purchased your device at a Verizon Wireless store, the SIM card is activated and ready to use. If you ordered a new device, the card may need to be activated before you can use it. For more information about activating the SIM card, visit: verizonwireless.com/4GSIM.

Caution! Do not bend or scratch the SIM card. Take care when handling, installing, or removing the SIM card, and avoid exposing the SIM card to static electricity, water, or dirt. Keep the SIM card out of reach of small children.

Important! Turn the device off before installing or removing the SIM card. To turn the device off, press and hold the **Power/Lock Key**.

Installing the 4G LTE SIM Card

1. Locate the SIM card slot on the right side of the tablet.
2. Make sure the gold contacts of the SIM card face downward and that the notched corner of the card faces inward toward the left (as shown).
3. Carefully slide the SIM card into the SIM card socket (as shown) until the card locks into place.




Battery

Your device is powered by a rechargeable, standard Li-Ion battery. A Wall/USB Charger (Charging Head and USB cable) are included with the device for charging the battery.

Warning! Use only approved charging devices. Approved accessories are designed to maximize battery life. Using other accessories may invalidate your warranty and may cause damage.

Battery Indicator

The Battery icon  in the Status Bar shows the battery power level. When battery power is low, your device prompts you to charge the battery. If you continue to operate the device without charging, the device powers off. For battery use information, see “Security” on page 99.

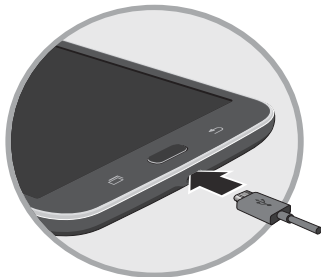
Charging the Battery

Your device comes with a Charging Head and USB cable to charge your device from any standard power outlet.

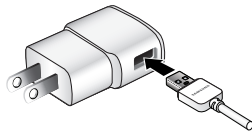
Please note that:

- The battery comes partially charged. You must fully charge the battery before using your device for the first time. After the first charge, you can use the device while charging.
- You cannot charge the battery using the USB cable and your PC.
- If the battery is completely discharged, you cannot turn on the device, even with the USB power adapter connected. Allow a depleted battery to charge for a few minutes before you try to turn on the device.

1. Insert the USB cable into the Charger/Accessory Port.



2. Insert the USB cable into the Charging Head, and then plug the Charging Head into a standard AC power outlet.



3. When charging is complete, unplug the Charging Head from the power outlet and remove the USB cable from the device.

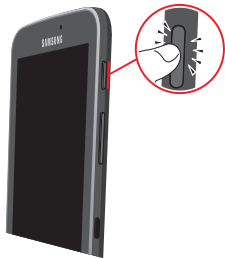
Turning Your Device On and Off

Turning Your Device On

- Press and hold the **Power/Lock Key**.

Turning Your Device Off

1. Press and hold the **Power/Lock Key**.
2. On the options menu, touch **Power off** → **OK**.

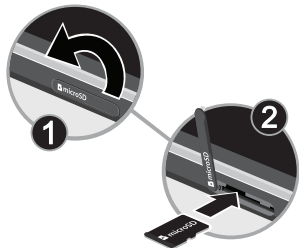


Memory Card

Your device supports removable microSD or microSDHC memory cards (not included) with maximum capacities of 64 GB. Memory cards used to store music, photos, videos, and other files.

Installing a Memory Card

1. Open the memory card slot cover and turn to expose the slot.
2. With the gold contacts facing down, carefully slide the memory card into the slot, pushing gently until it clicks into place.



3. Close the memory card slot cover.

Setup Wizard

The first time you turn your tablet on, Setup Wizard will guide you through the basics of setting up your tablet.

Follow the prompts to choose a default language, set up accounts, choose location services, and learn more about your tablet.

You can also run the Setup Wizard later. From a Home

Securing Your Device

By default, the device locks automatically when the screen times out or you can lock it manually.

Unlock the tablet by swiping your finger across the screen. This is the default Screen lock (Swipe), and offers no security.

Prevent others from using or accessing personal data and information stored in the device by using a secure Screen Lock.

For more information about creating and enabling a secure Screen Lock, see “*Lock Screen*” on page 97.

For other settings related to securing your device, see “*Security*” on page 99.

Note: Unless stated otherwise, instructions in this User Manual start with the device unlocked, at the Home screen.

Locking the Device Manually

- Press the **Power/Lock Key**.

Unlocking the Device

1. Press the **Power/Lock Key**. The Lock screen displays.
2. Swipe across the screen as shown. This is the default Swipe screen lock and offers no security.



Section 2: Understanding Your Device

This section outlines key features of your device and describes the screen and the icons that appear when the device is in use. It also shows how to navigate through the device.

Features

- 8-inch WXGA (1280 x 800) TFT touch screen
- OS Version: Android™ 4.4, KitKat®
- 1.2 GHz Quad-core processor
- Wi-Fi 802.11 a/b/g/n
- Bluetooth 4.0
- Memory:
 - Internal: 16 GB (The actual available capacity of the internal memory is less than the specified capacity because the operating system and default applications occupy part of the memory. The available capacity may change when you upgrade the device.)
 - Supports microSD memory cards up to 64GB (not included)
- Camera:
 - Main (rear): 3 MP
 - Front: 1.3 MP
- Connectivity:
 - Wi-Fi Direct
 - Mobile Hotspot
 - USB 2.0
 - 3.5mm Headset Port
- Support for photos, videos, and multimedia
- Mono speaker
- Video player
- Music player
- Preloaded applications for productivity, entertainment, communicating, and creating content

Front View

The following items can be found on the front and sides of your device.



1. **Front-Facing Camera Lens:** Used when taking photos or recording videos.
2. **Power/Lock Key:** Press and hold to turn the device on or off. Press to lock the device or to wake the screen for unlocking.
3. **Volume Key:** From Home, press to adjust Master Volume. During music playback, press to adjust volume.
4. **Back Key:** Return to the previous screen, step, or option.
5. **Home Key:** Display the Home screen. Touch and hold to launch Google Now.
6. **Recent Apps Key:** Touch to display Recent apps, where you can switch to an app, close apps, or access the Task manager.

Back View

The following items can be found on the back, top, and side of your device.



1. **3.5mm Headset Jack:** Attach optional headphones (not included) or other accessories.
2. **Camera Lens:** Used when taking photos or recording videos.
3. **External Speaker:** Used in music or video playback, notification tones, and for other sounds.
4. **Charger/Accessory Port:** Connect a USB cable when charging or to sync music and files.
5. **microSD Card Slot:** Holds a memory card (not included).
6. **SIM Card Slot:** Holds the SIM card.
7. **Infrared Blaster:** Emits infrared signals used for controlling external devices.
8. **Microphone:** Used for video chat and recording.

Using the Touch Screen

Finger Gestures

Touching

To open an application, to select a menu item, to press an onscreen button, or to enter a character using the onscreen keyboard, touch it with a finger.

Touching and Holding

Touch and hold an item for more than 2 seconds to access available options.

Dragging

To move an icon, thumbnail, or preview to a new location, touch and hold it and drag it to the target position.

Double-Tapping

Double-tap on a web page, map, or image to zoom in a part. Double-tap again to zoom out again.

Swipe

Swipe left or right on the Home screen or the Applications screen to see another panel. Swipe up or down to scroll through a web page or a list, such as contacts.

Pinching and Spreading

Spread two fingers apart on a web page, map, or image to zoom in. Pinch to zoom out.

Important! To avoid damaging the touch screen, do not touch it with anything sharp or apply excessive pressure to it with your fingertips.

Motions

Simple motions allow easy control of the device.

Rotating the Screen

Many applications allow display in either portrait or landscape orientation. Rotating the device causes the display to automatically adjust to fit the new screen orientation.

To prevent the display from rotating automatically, open the Notification panel and deselect **Screen rotation**.



Note: Some applications do not allow screen rotation, or display a different screen depending on the orientation. For example, the calculator turns into a scientific calculator when rotated to landscape.

Screen Capture

- Touch and hold the **Power/Lock Key** and  **Home** to capture and save an image of the current screen.

Note: A copy of the screenshot is automatically saved to the clipboard.

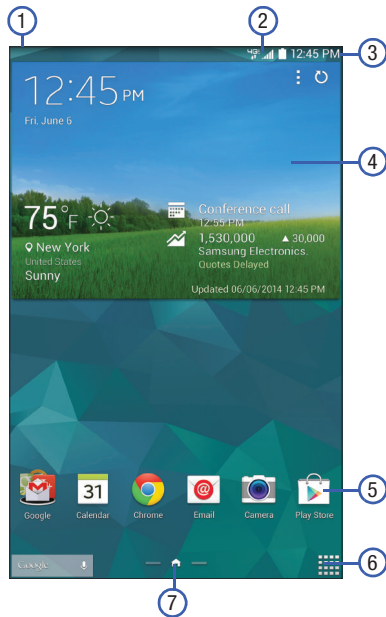
To view the screen shots:

1. From a Home screen, touch  **Apps** →  **Gallery**.
2. Touch to open the **Screenshots** album.
3. Touch a screen capture to view it.

Home Screen

The Home screen is the starting point for using your device. It consists of:

1. **Notifications:** Notification icons appear on the Status Bar at the top of the screen to report calendar events, device status, and more. Drag down from the Status Bar to open the Notification panel.
2. **Status Indicators:** Display your current network status, signal strength, battery charge, and time.
3. **Status Bar:** The Status Bar displays notifications on the left side and status indicators on the right side.
4. **Widgets:** Applications that run on the Home screen. Some widgets are found on the Home screen by default.
5. **App Shortcuts:** Touch to launch your favorite apps.
6. **Apps:** Access to all your apps and widgets.
7. **Current Screen:** Shows which Home screen is presently displayed.





Extended Home Screen

The Home screen consists of the main Home panel, plus panels that extend beyond the display width to provide more space for adding shortcuts, widgets and folders.

Slide your finger horizontally across the screen to scroll to the left or right side panels. As you scroll, the indicator at the bottom of the display shows your current position.

Adding and Removing Home Screen Panels

- Pinch the Home screen to display Edit page options. See “Pinching and Spreading” on page 13.

Set as main Home screen (the panel with  will display when you press the )




* Touch and drag a panel to reposition it

Shortcuts and Widgets

You can add, reposition, or remove shortcuts and widgets from the Home screen.

Adding a Shortcut or Widget

You can customize the Home screen by adding shortcuts and widgets.

1. Touch and hold an empty area of the Home screen. On the popup menu, touch **Apps and widgets**.
– or –
Tap  **Apps** to display the Apps screen.
2. For shortcuts, touch the **Apps** tab. For widgets, touch the **Widgets** tab.
3. Touch and hold the shortcut or widget, and then drag it to a position on the Home screen and release.

Removing a Shortcut or Widget

Shortcuts and widgets can be removed from the Home screen.

- Touch and hold the shortcut or widget until it detaches, and then drag it to  **Remove** and release.

Note: Removing a shortcut does not delete the application; it simply removes the shortcut from the Home screen.

Folders

Place folders on the Home screen to organize items.

Adding Folders

1. From a Home screen, touch and hold on an empty area of the screen until the *Home screen popup* appears.
2. Touch **Folder**.
3. Enter a name for the folder and touch **OK**.

Using Folders

- Touch the folder to open it and access the shortcuts inside.
- To add shortcuts to the folder, touch and hold the shortcut, and then drag it to the folder and release.

Delete a Folder

- Touch and hold the folder until it detaches, and then drag it to  **Remove** and release.

Wallpapers

You can choose a picture to display on the Home Screen, Lock screen, or on both the Home and Lock screens. Choose from preloaded wallpapers, or select a photo you have downloaded or taken with the Camera.

1. From a Home screen, touch and hold on an empty area of the screen until the Home screen popup displays.
2. Touch **Set wallpaper**.
3. Touch **Home Screen**, **Lock screen**, or **Home and lock screens** for options:
 - **Gallery**: Access the Gallery to select a photo.
 - **Live wallpapers**: Choose from pre-loaded interactive animated wallpapers (Home screen only).
 - **Photos**: Access Google Photos to select a photo (Home screen only).
 - **Travel wallpaper**: View recommended travel destinations (Lock screen only).
 - **Wallpapers**: Choose from pre-loaded wallpaper images.



Note: You can also set the wallpaper in Settings. From a Home screen, touch  **Apps** →  **Settings**. Under *Device*, touch **Display** → **Wallpaper**.

Multi Window

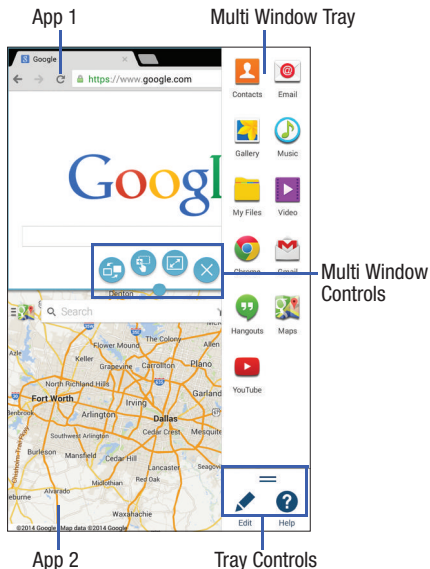
Multi task by using up to two applications at the same time.

Note: Only applications displayed on the Multi window panel can be used with the Multi window feature.

Activate Multi Window

1. From a Home screen, touch  **Apps** →  **Settings** → **Display**.
2. Touch the **ON/OFF** switch next to **Multi window** to turn Multi window ON.

Note: You can also activate Multi window from the Notification panel. For more information, refer to “*Notification Panel*” on page 21.



Multi Window Tray

Multi window apps are displayed on the Multi window tray.

Display the Multi window tray:


1. Activate Multi window (see “*Activate Multi Window*” on page 19).
2. Swipe the right edge of the screen toward the center to display the Multi window tray. After a few seconds, the tray will be hidden again.

Using Multi Window Applications

You can use Multi window to run multiple applications at the same time.

1. With Multi window activated, swipe the right edge of the screen toward the center to display the Multi window tray.
2. Drag an app off the tray and release. Drag another app off of the panel and release it into one of the highlighted windows.

Window Controls

Select an application window and touch  in the middle of the windows. Window controls appear:



Switch locations between Multi Window applications.



Share items between the application windows. Drag an item to share from one window to another. Some applications may not support this feature.



Maximize the application.







Close the application.

Tray Configuration

You can rearrange the apps on the Multi window tray, add new apps, or remove apps.



On the Multi window tray:

1. Touch  to access the tray controls.
2. Touch  **Edit**:
 - To remove an app from the tray, touch and drag it off of the tray and place it in the storage area.
 - To add an app to the tray, touch and drag it from the storage area to the tray.
 - To relocate an app, touch and drag it to a new location.
 - To save your changes, touch  **Done**.
3. Touch  **Help** for additional information.

Notification Panel




Notification icons appear on the Status Bar at the top of the screen to report new calendar events, device status, and more. For details about these notifications, open the Notification panel.




1. Swipe your finger down from the top of the screen to display the Notification panel.

2. Scroll down the list to see additional notification details.
3. Touch an item to open it.
4. To clear a single notification, drag the notification left or right. Touch  to clear all notifications.
5. To close the Notification panel, swipe upward from the bottom of the screen or touch  **Back**.



Additional Panel Functions



In addition to notifications, the Notification panel also provides quick and ready access to settings. These can be quickly activated or deactivated by toggling them on or off. You can choose the functions that display.

- Swipe your finger down from the top of the screen to display the Notification panel.
 - To go to Settings, touch  **Settings**. For more information, refer to “Settings” on page 80.
 - Touch  to display additional functions. Touch  to display only your primary functions.

- To set the display brightness, touch the  **Brightness** slider and drag it to set the display brightness.
- To adjust the system volume, touch the  **Sound** slider and drag it to set the Notification sound level or touch  to set the level for Notifications, Media, and System sounds. For more information, refer to “*Sound*” on page 86.

Notification panel Options

- Swipe your finger down from the top of the screen to display the Notification panel.
 - Touch  to display additional options.
 - Touch  and locate the Notification panel area at the bottom of the Notification panel screen.
 - Touch and hold a desired function, such as Airplane mode, and then drag it to the top two rows.
 - Touch **Brightness and volume** to add these controls to the Notification panel.

- Touch the **ON/OFF** switch to show Recommended apps on the Notification panel after certain actions, such as connecting earphones. Touch **Recommended apps** for options:
 - **Earphones:** Touch  to select which apps to display on the Notification panel when you insert earphones.
 - **Docking:** Touch  to select which apps to display on the Notification panel when you dock your tablet.

Status Bar



The Status Bar at the top of the home screen provides device information (such as network status, signal strength, battery charge, and time) on the right side and notification alerts on the left.

To display the Status Bar:

- From a Home screen, swipe downward from the top of the screen. The Status Bar will appear. It will disappear after a few seconds.

Status Bar Icons

Some common status and notification icons are shown below. For a categorized list of icons that display on the device:

- From a Home screen, touch  **Apps** →  **Settings** → **About device** → **Icon glossary**.

Connectivity Icons



Wi-Fi connected



Bluetooth on



Connected to Bluetooth



Signal strength



No SIM card installed



No network signal



USB connected



Wi-Fi Direct is active and your tablet is connected to another device.



The Nearby devices setting is enabled.

Device Status Icons



Battery full



Battery charging



Battery low



GPS enabled



Vibrate mode enabled



Mute mode enabled



Error occurred or caution required

Messaging Icons



New email



New Gmail

Other Icons



Alarm activated



Airplane mode activated




Blocking mode activated

Entering Text



Use the Samsung keyboard or the voice input feature to enter text.

Note: Text entry is not supported in some languages. To enter text, you must change the input language to one of the supported languages.

Entering Uppercase

Touch  before entering a character. For all caps, touch it twice.

Changing the Keyboard Type



- Touch and hold  **Options**, and then touch  to change the keyboard type. Options are: Normal, Floating, and Split.

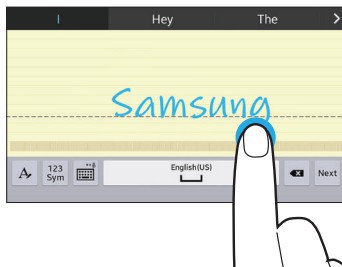
Changing Language Keyboards



You can add additional input languages to the keyboard. Slide the space key left or right to change language keyboards.

- Touch and hold  **Options**, and then touch  **Settings** → **Select input languages**.


Handwriting

Touch and hold  **Options** →  **Handwriting**, and then write a word with a finger. As you write, suggestions are offered in the word options area in case the correct letters were not recognized. Select a suggested word.



Use handwriting gestures to perform actions, such as editing or deleting characters and inserting spaces. To view the gesture guides, touch and hold  **Options**, and then touch  **Settings** → **Help** → **Keyboard** → **Use handwriting gestures**.

Entering Text By Voice

Touch  to activate the voice input feature, and then speak into the microphone. The device displays what you speak.

If the device does not recognize your words, touch the underlined text and select an alternative word or phrase from the drop-down list.

To change the language or add languages for voice recognition, touch the current language.

Entering Text Using Swype

Swype is a new way to enter text on touch screens. Instead of touching each key individually, use your finger to trace over the letters of a word. For each word, place your finger on the first letter and glide to the subsequent letters, lifting on the last letter.


Swype Help

While entering text, you can get information about Swype.

- Touch and hold  **Swype** to access Settings, for the **How to Swype** tutorial.

Configuring Swype

Configure Swype options in the Language and input settings.

- While entering text, touch and hold  **Swype**.
- For more information about Swype settings, see “Swype” on page 104.


Using the Numeric Keyboard

Switch to a Numeric Keyboard, to quickly enter numbers and mathematical operators.

- Touch .

Entering Symbols and Numbers

Using the Swype Keyboard:

- Touch and hold on a key to enter the character at the top of the key.
- Touch and hold on a key until a menu of all characters available on that key appears, then touch a character to enter it.
- Touch  to switch to Symbol mode, then touch a key.


Editing Keyboard

The Editing Keyboard provides a quick way to move the cursor and highlight text. If the application in which you are working supports editing, you can cut, copy or paste highlighted text.

- Swype from  **Swype** to .

Using Swype Voice Input

Enter text by speaking. Swype recognizes your speech and enters text for you.

- Touch  **Voice Input**. At the prompt, speak the text you want to enter.

Copying and Pasting

Touch and hold over text, drag  or  to select more or less text, and then touch **Copy** to copy or **Cut** to cut. The selected text is copied to the clipboard.

To paste it into a text entry field, touch and hold at the point where it should be inserted, and then touch **Paste**.

Section 3: Accounts and Contacts



This section explains how to manage accounts and contacts.

Accounts

Your device can synchronize with a variety of accounts. With synchronization, information on your device is updated with any information that changes in your accounts.

Setting Up Accounts



Set up and manage your synchronized accounts with the **Accounts** setting.

1. From a Home screen, touch  **Apps** →  **Settings** → **Accounts** → **Add account**.
2. Touch the account type.
3. Follow the prompts to enter your account credentials to complete the set up process.

Your tablet communicates with the appropriate account servers to set up your account. When complete, your account displays in the **Accounts** area of the Settings screen.



Your Google Account

When you set up your Google account on your device, Google applications will always be in sync between your tablet and computer.

1. From a Home screen, touch  **Apps** →  **Settings** → **Accounts** → **Add account** → **Google**.
2. Follow the prompts to sign into your existing account or create a new account.

Your Samsung Account



Create a Samsung Account for access to Samsung apps and services, such as Samsung Link, and much more.

1. From a Home screen, touch  **Apps** →  **Settings** → **Accounts** → **Add account** → **Samsung account**.
2. Follow the prompts to sign into your existing account or create a new account.




Contacts

Store contact information for your friends, family, and colleagues to quickly access information or to send a message.





To access Contacts:

- From a Home screen, touch  **Apps** →  **Contacts**.

Add a Contact




1. From a Home screen, touch  **Apps** →  **Contacts** →  **Create**.
2. To choose where the contact is stored, touch **Device** or an account.

– or –
Touch **Add new account** to add a different account. For more information, refer to “*Setting Up Accounts*” on page 28.




3. Touch each field to enter information. Touch  to add another entry, or  to remove an entry. Touch  to choose a label.
 - **Picture:** Touch the picture icon to assign a picture to the new contact.
 - **Name:** Enter the name. Touch  to display additional name fields.
 - **Phone:** Enter a phone number.
 - **Email:** Enter an email address.
 - **Groups:** Assign the contact to a group.
 - **Add another field:** Add additional fields for the contact.
4. Touch **Save**.

Note: Your personal Contact entry is always listed at the top of the Contacts list under ME. Touch **Set up profile** to add your contact information.

Updating Contacts





1. From a Home screen, touch  **Apps** →  **Contacts**.
2. Touch a contact in the Contacts list to view its information.
3. Touch  **Edit**.
4. Touch any field to update.

Deleting Contacts

1. From a Home screen, touch  **Apps** →  **Contacts**.
2. Touch a contact in the Contacts list to display it.
3. Touch  **Delete**.

Contacts Display Options

There are various ways to display your contacts.




1. From a Home screen, touch  **Apps** →  **Contacts**.
2. Touch the **Groups** tab, **Favorites** tab, or **Contacts** tab to view contacts in various ways:
 - **Groups**: Display contacts sorted into groups—such as Not assigned, Co-workers, Family, Friends, etc. The number of contacts in each group is displayed next to the group name. Touch a group name to show only contacts in that group. For more information, refer to “*Create a New Group*” on page 32.
 - **Favorites**: Show only your favorite (or starred), contacts. For more information, refer to “*Favorites*” on page 34.
 - **Contacts**: Show all your contacts. Touch the **Search** field and enter a keyword to list contacts that contain that keyword.
 - While viewing **Groups**, **Favorites**, or **Contacts**, touch  **Menu** for options.
 - While viewing the **Contacts** tab, touch  **Menu** → **Settings** for Contact settings.

Linked Contacts





Your device can synchronize with multiple accounts, including Google, Corporate Exchange, and other service providers. When you synchronize contacts from these accounts with your device, you may have multiple contacts for the same person.

Linking, or joining, imported contact records allows you to see all of a contact's numbers and addresses together in a single contact entry. Linking also helps you keep your contacts updated, because any changes in the respective accounts are automatically updated the next time you synchronize with that account.

Linking Contacts

1. From a Home screen, touch  **Apps** →  **Contacts**.
2. Touch a contact in the Contacts list to display it.
3. Touch  **Menu** → **Link contact**.
4. Touch the contact you want to link. The linked contact's information is displayed with the original contact's information.




Separating Contacts

1. From a Home screen, touch  **Apps** →  **Contacts**.
2. Touch a contact in the Contacts list to display it.
3. Touch  **Menu** → **Separate contact**. A list of linked contacts is displayed.
4. Touch  to separate a linked contact.

Sharing Contact Information

You can send a contact's information using Bluetooth to other Bluetooth devices, or in an Email or Gmail as an attachment.

Note: Not all Bluetooth devices accept contacts and not all devices support transfers of multiple contacts. Check the target device's documentation.




1. From a Home screen, touch  **Apps** →  **Contacts**.
2. Touch  **Menu** → **Share namecard via**.
3. Touch **Selected contact** to share only the displayed contact, or touch **Multiple contacts**.
4. Touch a sending method, such as Bluetooth or email.
5. Follow the prompts to send the contact information.

Groups

Assign contacts to Groups to make searching for contacts faster or to quickly send messages to group members.

Create a New Group




Create a new group when you add or edit a contact.

1. From a Home screen, touch  **Apps** →  **Contacts** → **Groups** tab.
2. Touch  **Create**.
3. Touch the **Group name** field and enter a name.
4. Touch **Add member**, touch individual contacts or touch **Select all**, and then touch **Done** to add the selected contacts to the group.
5. Touch **Save**.




Tip: Contacts can belong to more than one group. While editing a contact, touch the **Groups** field to add additional groups.

Adding Group Members




To add a contact to a group, just edit a contact's Group field. For more information, refer to *"Updating Contacts"* on page 30.

1. From a Home screen, touch  **Apps** →  **Contacts** → **Groups** tab.
2. Touch the group to which you want to add members.
3. Touch  **Add member**. The contacts list displays.
4. Touch **Select all** or the name of each contact to add.
5. Touch **Done** to add the contacts to the group.




Removing Group Members

1. From a Home screen, touch  **Apps** →  **Contacts** → **Groups** tab.
2. Touch the group from which you want to remove members.
3. Touch  **Menu** → **Remove member**.
4. Touch **Select all** or the name of each contact to remove.
5. Touch **Done** to remove the contacts.

Renaming a Group

1. From a Home screen, touch  **Apps** →  **Contacts** → **Groups** tab.
2. Touch the group you want to rename.
3. Touch  **Menu** → **Edit group**.
4. Touch the **Group name** field and enter a new name.
5. Touch **Save**.



Deleting Groups

1. From a Home screen, touch  **Apps** →  **Contacts** → **Groups** tab →  **Menu** → **Delete groups**.
2. Touch individual groups or touch **Select all**, then touch **Done**.
3. Touch **Group only** to delete only the group or **Group and group members** to delete both the group and the group's members.

Favorites



Mark contact records with a ★ gold star to identify them as favorites.

Mark a Contact as a Favorite




1. From a Home screen, touch  **Apps** →  **Contacts**.
2. Touch a contact in the Contacts list to display it.
3. Touch the ★ **Star** so that it turns gold ★.

Tip: You do not have to edit the contact to mark it as a favorite.

View Favorites

1. From a Home screen, touch  **Apps** →  **Contacts**.
2. Touch the **Favorites** tab. Only your starred contacts are displayed.
– or –
Touch the **Groups** tab, then touch **Starred in Android** to list only your starred contacts that are being saved to your Google Account.

Remove Favorites

1. From a Home screen, touch  **Apps** →  **Contacts** → **Favorites** tab.
2. Touch  **Menu** → **Remove from Favorites**.
3. Touch individual contacts or touch **Select all**, then touch **Done** to remove.

Note: To remove a from your favorites list, touch the ★ **Star** next to the contact's name so that it is no longer gold ★.

Section 4: Connections

Your device includes features to connect to the Internet and to other devices.

Wi-Fi

Wi-Fi is a wireless networking technology that provides access to local area networks. Use your device's Wi-Fi feature to:

- Access the internet for browsing or to send and receive email.
- Access your corporate network.
- Use hotspots provided by hotels or airports while traveling.

Wi-Fi communication requires access to an existing Wireless Access Point (WAP). WAPs can be Open (unsecured, as with most hotspots) or Secured (requiring you to provide login credentials).

Turn Wi-Fi On or Off

Turn your device's Wi-Fi feature on or off. When you turn Wi-Fi on, your device automatically searches for available, in-range WAPs (Wireless Access Points).

When Wi-Fi is on,  displays in the Status Bar.

From the Notification panel



1. From any screen, touch the top of the screen and swipe downward. The Notification panel displays.
2. Touch **Wi-Fi** to turn it **ON** (green) or **OFF** (grey).

From Settings

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **Wi-Fi**.
2. Touch **ON/OFF** to turn Wi-Fi on or off.



Scan and Connect to a Wi-Fi Network

When you turn on Wi-Fi, your device searches for and displays available Wi-Fi connections.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **Wi-Fi**.
2. Touch **ON/OFF** to turn Wi-Fi on. Your device begins scanning for available Wireless Access Points, or you can tap **Scan** to start searching.
3. When the scan is complete, touch a Wi-Fi network to connect. If the Wi-Fi network is open (unsecured), your device automatically connects. If the Wi-Fi network is secured, enter the password at the prompt to connect.

Tip: You can have your device automatically notify you of available networks. See “*Wi-Fi notifications*” under “*Wi-Fi Settings*” on page 37.

Add a Wi-Fi Network Manually

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **Wi-Fi**.
2. Touch **ON/OFF** to Wi-Fi on.
3. Touch **Add Wi-Fi network** and enter the following:
 - **Network SSID:** Enter the name of the Wi-Fi Wireless Access Point (WAP).
 - **Security:** Select the type of security used by the WAP.

Note: Depending on the security protocol used by the WAP, additional network information may be required, such as a password.

- **Password:** If the WAP is secured, enter the password or hex key.
4. Touch **Connect**.

Wi-Fi Settings

Set up and manage wireless access points.

1. From a Home screen, touch  **Apps** →  **Settings**.

Under *Wireless and Networks*, touch **Wi-Fi**.

2. Touch **ON/OFF** to turn Wi-Fi on.

3. Touch  **Menu** for options:

- **Advanced.**

- **Wi-Fi notifications:** Receive a notification when new Wireless Access Points (WAPs) are available.
- **Sort by:** Sort Wi-Fi networks by alphabet or signal strength.
- **Keep Wi-Fi on during sleep:** Specify when to disconnect from Wi-Fi.
- **Always allow scanning:** Allow Google location service and other apps to scan for networks, even when Wi-Fi is turned off.
- **Smart network switch:** Auto connect to/disconnect from Wi-Fi networks.
- **Install certificates:** Install authentication certificates.

- **MAC address:** View your device's MAC address, which is required when connecting to some secured networks (not configurable).



- **IP address:** View your device's IP address (not configurable).

- **Manage networks:** Configure previously connected Access Points.
- **WPS push button:** Set up a connection to a WPS (Wi-Fi Protected Setup) router or other equipment.
- **WPN PIN entry:** View the PIN used by your device to set up a PIN-secured connection to a Wi-Fi router or other equipment (not configurable).
- **Help:** Learn about setting up and using Wi-Fi networks.

Wi-Fi Direct


Wi-Fi Direct allows device-to-device connections so you can transfer large amounts of data over a Wi-Fi connection.

Both your device and the target device must be enabled for Wi-Fi Direct communication. This connection is direct and not via a hot spot or Wireless Access Point (WAP).

1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Wireless and Networks*, touch **Wi-Fi**.
2. Touch **ON/OFF** to turn Wi-Fi on.
3. Touch **Wi-Fi Direct**. Your device begins scanning for other devices enabled with Wi-Fi Direct.
4. Enable Wi-Fi Direct on the target device.
5. In the list of available devices, touch the target device.



– or –

If you want to connect to more than one device, touch **Multi connect** and touch each device (that support Multi connect) you want to connect to. Touch **Done**.

6. On the target device, touch **Connect**. Once connected, the target device will show as **Connected** in your list of Wi-Fi Direct devices and the  icon will display on the Status Bar.

Share Information Using Wi-Fi Direct


To share videos, photos, or other information with the connected device, follow these steps:

1. View the information that you want to share. For example, if you want to share a photo, find the photo in your camera viewer or from a Home screen, touch  **Apps** →  **My Files**, touch and hold to select the photo, and then use the **Share via** option.
2. Touch the **Wi-Fi Direct** option.

The Wi-Fi Direct settings screen displays, Wi-Fi Direct is turned on, and your device scans for other devices.
3. Touch a connected device name.
4. The other device displays a popup that indicates it is receiving the file.


Bluetooth

Bluetooth is a short-range wireless communications technology for exchanging information over a distance of about 30 feet. You do not need to line up the devices to send information with Bluetooth. If the devices are in range, you can exchange information between them—even if they are in different rooms.

Your device can use Bluetooth to share photos, contacts and other content with other Bluetooth-enabled devices. Many of the apps on your tablet provide options for sharing via Bluetooth under  **Menu**.

Turning Bluetooth On or Off

Turn your device's Bluetooth feature on or off. When you turn Bluetooth on, your device can search, pair, and connect to other Bluetooth devices.

When Bluetooth is on,  is displayed on the Status Bar.

From the Notification panel

1. From any screen, touch the top of the screen and swipe downward. The Notification panel displays.
2. Touch **Bluetooth** to turn Bluetooth on (green) or off (grey).


From Settings



1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **Bluetooth**.
2. Touch **ON/OFF** to turn Bluetooth on or off.

Pairing with a Bluetooth Device

Search for a Bluetooth device and pair with it, to exchange information between your device and the target device.

After pairing, your device and the target device will recognize each other and exchange information without a passcode or PIN.

Note: When connected to a paired device, the  **Bluetooth connected** icon displays in the Status Bar.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **Bluetooth**.
2. Touch **ON/OFF** to turn Bluetooth on.
3. Activate the target device's discoverable mode.
4. Touch **Scan**.



- From the list of scanned devices, touch the target device, then follow the prompts to complete the pairing:
 - If the target device requires a PIN, enter a PIN for the target device and touch **OK**. When prompted, enter the PIN on the target device.
 - If the device allows automatic or smart pairing, your device will attempt to pair with the device automatically. Follow the prompts on your device and the target device to complete the pairing.

Note: Due to different specifications and features of other Bluetooth-compatible devices, display and operations may be different, and functions such as transfer or exchange may not be possible with all Bluetooth-compatible devices.

Disconnect or Unpair from a Bluetooth Device




Follow these instructions to disconnect or unpair your tablet from a Bluetooth device.

Disconnect from a Bluetooth Device

- From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **Bluetooth**.
- Touch the connected device, and then touch **OK** to disconnect.

Unpair from a Bluetooth Device

You can make your tablet forget its pairing connection with another Bluetooth device. To connect to the other device again, you will need to pair them again.

- From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **Bluetooth**.
- Touch **ON/OFF** to turn Bluetooth on.
- Touch the connected device, and then touch  → **Unpair**.




Send Information Using Bluetooth

You can use Bluetooth to transfer information between your tablet and another Bluetooth-enabled device such as a tablet or notebook computer. The first time you transfer information between your table and another device, you need to enter or confirm a security passcode. After that, your tablet and the other device are paired, and you will not need to exchange pass codes to transfer information in the future.

You can send the following types of information, depending on the device you are sending to:

- Images and videos
- Calendar events
- Contacts
- Audio files



Note: Your tablet must already be paired to the target device in order to share files. For more information, refer to “Pairing with a Bluetooth Device” on page 39.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **Bluetooth**.
2. Touch **ON/OFF** to turn Bluetooth on.
3. On your tablet, open the application that contains the information or file you want to send. Some common ways of sharing files via Bluetooth include:
 - While viewing photos or videos in the Gallery, touch  → **Bluetooth**.
 - While playing music using the Music app, touch  **Menu** → **Via Bluetooth**.
 - While viewing a Contact, touch  **Menu** → **Share namecard via** → **Bluetooth**.
4. Touch the name of the target device and follow the prompts to accept the file.




Receive Data Using Bluetooth

Your tablet is capable of receiving a wide variety of file types with Bluetooth, including photos, audio files, and documents such as PDFs.

Note: Your tablet must already be paired to the target device in order to share files. For more information, refer to “Pairing with a Bluetooth Device” on page 39.




1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **Bluetooth**.
2. Touch **ON/OFF** to turn Bluetooth on.
3. When your tablet receives a file transfer request notification, touch **Accept**.
4. When the file is transferred, a notification displays. To open the file immediately, slide down the Notification panel, and then touch the relevant notification.

Accessing Files Received Using Bluetooth

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **Bluetooth**.
2. Touch  **Menu** → **Received files**.
3. Touch a file to open it. When you open a received file, what happens next depends on the file type:
 - Media files and documents are usually opened directly in a compatible application. For example, if you open a music track, it starts playing in the Music Player application.
 - For a vCalendar file, select the calendar where you want to save the event, and then touch **Import event**. The vCalendar is added to your Calendar events.
 - For a vCard contact file, if there are multiple vCard files on your storage card, you can choose to import one, several, or all of those contacts to your Contacts list.

Note: Received data is normally saved to the Bluetooth folder on your tablet. If you receive a contact, it is saved to your contacts automatically.

Bluetooth Settings

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **Bluetooth**.
2. Touch **ON/OFF** to turn Bluetooth on.
3. Touch  **Menu** for options:
 - **Visibility timeout:** Set the length of time your tablet is visible to other devices when you turn on visibility.
 - **Received files:** Show the list of files received using Bluetooth.
 - **Rename device:** Change the name of your device (used to identify your tablet when using Bluetooth). Touch **Device name** to change it.
 - **Help:** Display additional Bluetooth information.

Mobile Hotspot

Use Mobile Hotspot to share your tablet's Internet connection with up to 10 Wi-Fi-enabled devices using 4G.

You can control whether devices connect to your Mobile Hotspot with the Allowed device list.

Note: Mobile Hotspot requires a subscription to Mobile Hotspot/Mobile Broadband Connect service. Contact Verizon Wireless for more information.

Mobile Hotspot consumes battery power and uses data service. While the Mobile Hotspot is active, your tablet's applications will use the Mobile Hotspot data allowance.

Turning Mobile Hotspot On or Off

Activate Mobile Hotspot to allow other devices to use your tablet's internet connection.



1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Wireless and Networks*, touch **More settings**.
2. Touch **Mobile Hotspot**.
3. Touch **ON/OFF** to enable the feature.

Note: You can also access Mobile Hotspot with the  **Mobile Hotspot** app.

Caution! By default, your device's mobile hotspot has no security applied, and any device can connect.

Connecting a Device with Mobile Hotspot

Use the other device's Wi-Fi control to connect to your device's Mobile Hotspot.



1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Wireless and Networks*, touch **More settings**.
2. Touch **Mobile Hotspot**. Touch **ON/OFF** to enable the feature.
3. Activate Wi-Fi on the target device, using the device's Wi-Fi control.
4. Scan for Wi-Fi hotspots, and select your device from the list.
5. At the prompt, enter your device's Mobile Hotspot password.

Allowed Device List

Control whether devices connect to your Mobile Hotspot with the Allowed device list. After you add devices to the list, they can scan for your device and connect using your device's mobile hotspot name and password without making your hotspot visible.




Note: Mobile Hotspot requires a subscription to Mobile Hotspot/Mobile Broadband Connect service. Contact Verizon Wireless for more information.


Mobile Hotspot consumes battery power and uses data service. While the Mobile Hotspot is active, your tablet's applications will use the Mobile Hotspot data allowance.

-
1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **More settings**.
 2. Touch **Mobile Hotspot**. Touch **ON/OFF** to enable the feature.
 3. Touch **Allowed devices**, then touch **Add** to enter the other device's Device name and MAC address.
 4. Touch **OK** to add the device to the Allowed devices list.

Configuring Mobile Hotspot Settings

Configure your device's Mobile Hotspot settings, including your device's name and password, and set the visibility of your device's Wi-Fi hotspot.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **More settings**.
2. Touch **Mobile Hotspot**. Touch **ON/OFF** to enable the feature.
3. Touch  **Configure Mobile Hotspot** for these options:
 - **Network SSID:** View and change the name of your mobile hotspot.
 - **Hide my device:** When enabled, your mobile hotspot is not visible to other Wi-Fi devices during a scan. Other devices can still connect to your mobile hotspot, but will have to set up the connection manually with your Network SSID and Password.
 - **Security:** Choose the security level for your Mobile Hotspot.
 - **Password:** If you choose a security level that uses a password, enter the password.

- **Show password:** Enable to make the Password field visible.
- **Show advanced options:** Enable to access advanced options, including Broadcast channel, to specify the channel your device uses for Mobile Hotspot.
- Touch  **Menu** → **Timeout settings** to set a time limit for Mobile Hotspot to automatically turn off if there is no connection.

Tethering



Use Tethering to share your device's internet connection with a computer that connects to your device, with a USB cable, or by Bluetooth.

1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Wireless and Networks*, touch **More settings**.
2. Touch **Tethering**.

Important! Tethering consumes battery power and increases your data usage. Roaming while using tethering will incur extra data charges.

Mobile Broadband Connect



Use Mobile Broadband Connect to share your device's network connection with a computer that connects to your device via USB cable.

1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Wireless and Networks*, touch **More settings**.
2. Touch **Tethering**.
3. Connect the other device to your device with a USB cable.
4. Touch **Mobile Broadband Connect** to turn tethering On or Off.

Note: Mobile Broadband Connect may require a subscription to Mobile Hotspot/Mobile Broadband Connect service. Contact Verizon Wireless for more information. Mobile Hotspot consumes battery power and uses data service. While the Mobile Hotspot is active, your device's applications will use the Mobile Hotspot data allowance.

Bluetooth Tethering

Before starting, pair the target device with your tablet, and then configure it to obtain its network connection by using Bluetooth.




1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **More settings**.
2. Touch **Tethering**.
3. Touch **Bluetooth tethering** to turn tethering On or Off.

VPN



Set up and manage Virtual Private Networks (VPNs).

Note: You must enable screen security before setting up a VPN. For more information, refer to “*Lock Screen*” on page 97.



Adding a VPN

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **More settings** → **VPN**.
 - **To configure a Basic VPN:** Touch **Basic VPN** and then touch **Add**. Enter the configuration information and then touch **Save**.
 - **To configure an Advanced IPsec VPN:** Touch **Advanced IPsec VPN**, and then touch  **Add VPN Connection**.
2. Set a password to protect the private keys and shared secrets.
3. Re-enter the password and then touch **OK**.
4. Enter the IPsec configuration information, then touch **Show advanced options** to configure additional options.
5. Touch **Save**.




Connecting to a VPN

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **More settings** → **VPN**.
2. Touch the VPN to which you want to connect.
3. In the pop-up window, enter any requested credentials.
4. Touch **Connect**.

Edit or Delete a VPN

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **More settings** → **VPN**.
2. Touch and hold the VPN that you want to edit or delete.
3. In the pop-up window, touch:
 - **Edit network**, make the desired VPN setting changes, and touch **Save**.
 - or –
 - **Delete network** to delete the VPN.

Keep VPN Always Connected

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **More settings** → **VPN**.
2. Touch  **Menu** → **Always-on VPN** to select a VPN profile to always stay connected.

Connecting as a Mass Storage Device

You can connect your device to a PC as a removable disk and access files on both the device and an installed memory card (not included).

Note: The file directory of the memory card displays as **Card**, separate from the internal memory, which is **Tablet**.

1. Insert a memory card into the device to transfer files from or to the memory card.
2. Attach your device to the computer with the USB cable.

Your computer recognizes the connection and displays the AutoPlay screen.
3. Click the option to **Open device to view files**.
4. Copy files from the PC to the memory card (Card folder).
5. When finished, close the PC folder and disconnect the USB cable.



Section 5: Applications

This section describes apps on your device.




Apps Screen

The Apps screen displays all applications installed on your tablet. Applications that you download and install from Google Play or from the web are also added to a Home screen.

To arrange the Apps icons in alphabetical order:



1. From a Home screen, touch  **Apps**.
2. Touch  **Menu** → **View type**.
3. Touch **Alphabetical grid**.

To manually change the order of the icons on the Apps screen:

1. From a Home screen, touch  **Apps**.
2. Touch  **Menu** → **View type** → **Customizable grid**.
3. Touch  **Menu** → **Edit**.
4. Touch and hold an icon and drag it to a new position.
5. Touch **Save** to save the changes.

You can place shortcuts to applications on the Home screen for quick access to the application. For more information, refer to “*Adding a Shortcut or Widget*” on page 17.

To view your downloaded applications:



1. From a Home screen, touch  **Apps**.
2. Touch the  **Downloaded applications** tab to view downloaded apps.
3. Touch an icon to launch the application.

– or –


Add an App Shortcut to a Home screen by dragging the App icon onto the Home screen. For more information, refer to “*Adding a Shortcut or Widget*” on page 17.

Application Information

To view information about an App, such as the amount of storage it uses, force the App to stop, uninstall updates, and clear data:

1. From a Home screen, touch  **Apps** →  **Settings** → **Application manager**.
2. Swipe right to view the **All** tab, scroll through the apps list, and touch the app to open a screen with details about the App.





Updating Applications

When you sign in to your Google Account (see “*Your Google Account*” on page 28), you may see the  **Updates Available** notification in the Status Bar if there is a new version of one or more apps available or, when you open an application that is preloaded on your device, an **Update Available** message may be displayed.

1. Touch the top of the screen and swipe downward. The Notification panel displays.
2. Touch **Updates available**.

Uninstalling/Disabling Apps

You can uninstall or disable apps you have downloaded. Pre-loaded apps cannot be uninstalled, but certain pre-loaded apps can be disabled.

1. From a Home screen, touch  **Apps**.
2. Touch  **Menu** → **Uninstall/disable apps**.
3. Apps that can be uninstalled or disabled show  on their icon. Touch , and then follow the prompts to uninstall or disable the app.



Note: To view disabled apps, touch  **Apps**, and then touch  **Menu** → **Show disabled apps**.

Alarm



Set alarms for reminders or for wake-up times.

Note: When an alarm is set,  displays in the Status Bar.



Setting Alarms

1. Touch  **Alarm**.
2. Touch  **Create**, set a time for the alarm to go off, select days for the alarm to repeat, and then touch **Save**.
 - **Location alarm:** Set a location. The alarm goes ON/OFF when you are in the location.
 - **Snooze:** Set an interval and the number of times for the alarm to repeat after the preset time.
 - **Smart alarm:** Set a time for the alarm to go off before the preset time.

Stopping Alarms

- Drag  outside of the circle to stop an alarm.
- Drag  outside of the circle to snooze.

Deleting Alarms

1. Touch  **Alarm**.
2. Touch and hold the alarm, and then touch  **Delete**.

Calculator


The Calculator provides basic and advanced arithmetic functions.

- Touch  **Calculator**.

To clear the result:

- Touch .

To clear the calculator history:

- Touch  **→ Clear history**.

To copy or cut the contents of the display:


- Touch and hold entries in the Calculator's display field until the popup menu displays, and then touch **Select all**, **Cut**, or **Copy**. You can then paste the copied value in another app.

Calendar

Use this application to manage events and tasks.

- Touch  **Calendar**.


Creating Events or Tasks

1. Touch  and use one of the following methods:
 - **Event:** Enter an event with an optional repeat setting.
 - **Task:** Enter a task with an optional priority setting.



– or –

Touch a date on the calendar to select it and touch it again.

Enter a title and specify which calendar to use or sync with. Then touch **Edit event details** or **Edit task details** to add more details, such as how often the event repeats, when it has an advance alert, or where it takes place.

2. Attach a map showing the location of the event. Enter the location in the **Location** field, touch  next to the field, and then pinpoint the precise location by touching and holding on the map that appears.

Syncing with Google Calendar

1. On a Home screen, touch  **Apps** →  **Settings** → **Accounts** → **Google**.
2. Touch a Google Account → **Sync Calendar** → **Sync now**.

To manually sync for updating:

- Touch  **Calendar** →  **Menu** → **Sync**.

To display synced events or tasks:


- Touch  **Calendar** →  **Menu** → **Calendars**, and then check mark the Google Account.

Changing Calendar Type



At the top of the screen:

1. Touch a calendar type: **Year**, **Month**, **Week**, **Day**, or **Agenda**.
2. Touch **Agenda** to list events, tasks, and Special occasions.


Searching for Events

- Touch  **Search**, and then enter a keyword to use for the search.
- To view today's events, touch Today at the top of the screen.

Deleting Events

- Touch an event or task. On the popup, touch  **Menu** → **Delete**.
- or –
- Touch  **Menu** → **Delete**, select events, and then touch **Delete**.

Sharing Events

- Touch an event. On the popup, touch  **Menu** → **Share via**, and then select a sharing method.


Camera

Use this application to take photos or videos.

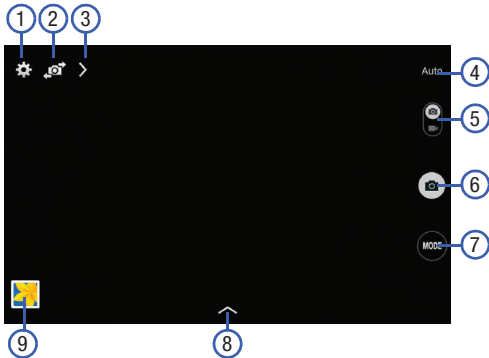
Use **Gallery** to view photos and videos taken with the device's camera.

- From a Home screen, touch  **Apps** →  **Camera**.

Taking Photos

1. Touch the image on the preview screen where the camera should focus.
2. Touch  to take the photo.


Note: If the camera lens is not clean, the device may not work properly in some modes that require high resolution.



1. Change camera settings.
2. Switch between the front and rear camera.
3. View more options.
4. Current shooting mode.
5. Record video button.
6. Camera button.
7. Change shooting mode.
8. Select an available effect.
9. Open Gallery to view photos and videos.

Shooting Mode

Several photo modes are available. Some modes are not available when taking self-portraits.


- Touch **MODE**, and then scroll up or down the screen at the right side of the screen.
 - **Auto**: Use this to allow the camera to evaluate the surroundings and determine the ideal mode for the photo.
 - **Beauty face**: Take a photo with lightened faces for gentler images.
 - **Sound & shot**: Use this to take a photo with sound.
 - Touch  to take a photo. The device records a few seconds of audio after taking a photo.

Note: While taking photos in this mode, sound is recorded by the internal microphone.





- **Panorama**: Take a photo composed of many photos strung together. To get the best shot, follow these tips:
 - Move the camera slowly in one direction.
 - Keep the camera's viewfinder within the guide frame.
 - Avoid taking photos of a subject in front of unrecognizable backgrounds, such as empty skies or plain walls.
- **Sports**: Use this setting for fast-moving subjects.
- **Night**: Use this setting when taking photos in low light conditions.

Applying Filter Effects



Use the filter effects to take unique photos or videos.

- Touch  and select a filter effect. The available options vary by mode.

Recording Videos

- To record a video, touch  to record a video.
- To pause recording, touch .
- To continue recording, touch .
- To stop recording, touch .

Recording Mode

- Touch  **Options** →  **Recording mode** to change the recording mode.
 - **Normal:** Use this mode for normal quality.
 - **Limit for email:** Use this mode to lower quality for sending via email.



Zooming In and Out

Use one of the following methods:


- Use the **Volume** button to zoom in or out.
- Spread two fingers apart on the screen to zoom in, and pinch to zoom out.

Note: The zoom in and out effect is available when using the zoom feature while shooting video.

Share Shot

- Touch  **Options** →  and select one of the following:
 - **Share shot:** Send a photo directly to another device via Wi-Fi Direct.
 - **Buddy photo share:** Set the device to recognize a person's face that you have tagged in a photo and send it to that person.
 - **Remote viewfinder:** Set a device to control the camera remotely.

Configuring Settings for Camera

- Touch  to configure settings for Camera. Not all of the following options are available in both still camera and video camera modes. The available options vary depending on the mode used.

Camera

- **Photo size:** Select a resolution. Use higher resolution for higher quality. Higher resolution photos take up more memory.
- **Metering modes:** Select a metering method. This determines how light values are calculated. Center-weighted measures background light in the center of the scene. Spot measures the light value at a specific location. Matrix averages the entire scene.

Video recorder

- **Video size:** Select a resolution. Use higher resolution for higher quality. Higher resolution videos take up more memory.

Settings

- **Location tag:** Attach a GPS location tag to the photo.


Caution! When you enable Location tag, GPS location information is stored in the picture, and is visible to others who view the picture.

- **Review:** View photos and videos immediately after taking/recording them.
- **Volume key:** Set the device to use the Volume button to control the shutter or zoom function.
- **Timer:** Use this for delayed-time shots.
- **White balance:** Choose a setting to match conditions.
- **Brightness:** Adjust the brightness level by moving the slider.
- **Guidelines:** Display viewfinder guides to help composition when selecting subjects.
- **Voice control:** Set the camera to take photos with voice commands.
- **Contextual filename:** Include location information in the filename (if Location tag is enabled).

- **Save as flipped:** Invert the image to create a mirror-image of the original scene (front camera only).
- **Storage:** Select the memory location for storage if an optional memory card (not included) is installed.
- **Reset:** Reset the camera settings.
- **Help:** Access help information for using the camera.

Shortcuts

Reorganize shortcuts for easy access to the camera's various options.

1. Touch  **Options**.
2. Touch and hold a shortcut icon to display all shortcuts.
3. Touch and hold an option and drag it to a slot at the top of the screen. The other icons can be moved within the list by touching and dragging them.
4. Touch **Reset** to reset the quick settings layout to the default settings.

Chrome

Use Chrome to browse the Internet and bring your tabs and bookmarks from your computer to your tablet.

- Touch  **Chrome**.

Contacts

Store contact information for your friends, family, and colleagues, to quickly access information or to send a message.

- Touch  **Contacts**.

For more information, refer to “*Contacts*” on page 29.

Drive

Use Google Drive to open, view, rename, and share your Google Docs and files.

Visit drive.google.com to learn more.

Note: This app requires a Google Account.

- Touch  **Drive**.

Email

Use Email to view and manage all your email accounts in one application.

- Touch  **Email**.

Set Up an Email Account

To create your first email account:

1. Touch  **Email**.

The first time you set up an email account, the Set up email screen displays.

2. Touch an email account type and follow the prompts to set up your email account.

Set Up Additional Email Accounts

To set up additional email accounts after setting up your first account, follow these steps:

1. Touch  **Email**.

Your Email screen displays showing your emails from the active account.



2. Touch  **Menu** → **Settings**.

3. Touch **Add account** to add another email account.

4. Enter the information required to set up another account.

Touch **Send email from this account by default**, if you want to enable the option.

Switching Between Email Accounts

1. Touch  **Email**.
Your Email screen displays showing your emails from the active account.
2. Touch the Inbox button  at the top of the screen.
Your Email accounts screen displays.
3. Touch the Email account **Inbox** you would like to make active.
– or –
Touch **Combined view** to display email messages from all accounts.

The new Email account inbox or Combined inbox displays.



Syncing Email Accounts

Syncing refreshes your tablet with the account's servers. When you set up an email account, you can choose whether the account syncs in the background, or manually.

- Touch  **Email** →  **Sync**.

Deleting Email Accounts



To delete an Email account:

1. Touch  **Email**.
2. Touch  **Menu** → **Settings**.
3. Touch an email account and then touch **Delete account**.

Email Settings





Use the Email Settings to configure your Email preferences.


Note: Available settings depend on the email provider.

1. Touch  **Email**.
2. Touch  **Menu** → **Settings**, then touch **General settings**. The following options display:
 - **Display:** Set how email is shown in the email list and when you open them.
 - **Composing and sending:** Set what functions are available while composing and sending email.
 - **Auto-advance:** Set the screen to show after deleting a message. Choices are: Next email, Previous email, or Email list.
 - **Confirm deletions:** Ask for confirmation before deleting email.
 - **Priority senders:** Enter email addresses that you want treated as a priority.
 - **Spam addresses:** Manage your spam address list.
 - **Rules for filtering:** Create rules for filtering email based on names, address, or subject.

3. Touch an account to configure specific settings. Available options depend on the account.

Composing and Sending Email

1. Touch  **Email**.
2. If you have multiple accounts set up, choose an account from the menu at the top of the screen.
3. Touch  **Compose**, then touch fields to enter recipients and the email text.
4. While composing a message:
 - Touch displayed buttons to set Priority, Tracking options, Security options, and so on.
 - Touch  **Attach** to add a file to the message. Available options depend on the type of email account.
5. Touch the body of the email to enter the text of your email. Touch the text option buttons to edit and format your message text.
6. Touch  **Send** to send the message.

Note: Touch  **Save** to save the email to the Drafts folder.

Gallery

Use this application to view images and videos.

- Touch  **Gallery**.

Viewing Images

Launching Gallery displays available folders. When another application, such as Email, saves an image, the Download folder is automatically created to contain the image.

Likewise, capturing a screenshot automatically creates the Screenshots folder. Select a folder to open it.

In a folder, images are displayed by creation date. Select an image to view it in full screen.

Scroll left or right to view the next or previous image.


Zooming In and Out

Use one of the following methods to zoom in or out on an image:


- Double-tap anywhere on the screen to zoom in or zoom out.
- Spread two fingers apart on any place to zoom in. Pinch the screen to zoom out.

Playing Videos




Video files show the  icon on their thumbnails.

- Select a video to watch it and touch .

Trimming Segments of a Video


1. Select a video, and then touch  **Trim**.
2. Move the start bracket to the desired starting point, move the end bracket to the desired ending point, and then save the video.

Editing Images

1. Touch  **Gallery**.
2. While viewing an image, touch  **Menu** and use the following functions:
 - **Favorite:** Add to the favorites list.
 - **Slideshow:** Start a slideshow with the images in the current folder.
 - **Photo frame:** Use this to add a frame and a note to an image. The edited image is saved in the Photo frame folder.
 - **Photo note:** Use this to write a note on the back of the image. Touch  to edit the note.




- **Copy to clipboard:** Copy to clipboard.
- **Print:** Print the image via a USB or Wi-Fi connection. Some printers may not be compatible with the device.
- **Rename:** Rename the file.
- **Buddy photo share:** Send the image to a person whose face is tagged in the image.
- **Rotate left:** Rotate counter-clockwise.
- **Rotate right:** Rotate clockwise.
- **Crop:** Resize the blue frame to crop and save the image in it.
- **Set as:** Set the image as wallpaper or a contact image.
- **Details:** View image details.
- **Settings:** Change the Gallery settings.

Favorite Images

- While viewing an image, touch  **Menu** → **Favorite** to add the image to the favorites list.




Deleting Images

Use one of the following methods:


- In a folder, touch  **Menu** → **Select item**, select images by ticking, and then touch  **Delete**.
- When viewing an image, touch  **Delete**.

Sharing Images

Use one of the following methods:


- In a folder, touch  **Menu** → **Select item**, select images by ticking, and then touch  to share them with others.
- When viewing an image, touch  to share it with others.

Setting as Wallpaper

- When viewing an image, touch  **Menu** → **Set as** to set the image as wallpaper or to assign it to a contact.

Tagging Faces

Faces in photos can be recognized, allow you to tag them with the person's name.

1. Touch  **Menu** → **Settings** → **Tags** → **Face tag** to enable the feature.
2. When a face is recognized, a blue frame appears around the recognized face.
3. Touch the face, touch **Add name**, and then select or add a contact.
4. When the face tag appears on an image, touch the face tag and use available options, such as sending messages.

Tip: To manually add a Face tag, touch and hold anywhere on the photo for about two seconds and release. A blue frame will appear, allowing you to add a Face tag.

Note: Face recognition depends on the face angle, face size, skin color, facial expression, light conditions, or accessories the subject is wearing.

Using Tag Buddy

To display a contextual tag (weather, location, date, and person's name) when opening an image:

1. Touch  **Menu** → **Settings** → **Tags** → **Tag buddy**.
2. Touch **ON/OFF** to enable the feature.



Gmail



Send and receive email with Gmail, Google's web-based email service.

- From a Home screen, touch  **Apps** →  **Gmail**.






Setting Up Your Gmail Account

If you did not set up a Google Account during the initial configuration, the first time you launch Gmail, your device prompts you to set up your Google Account.

1. From a Home screen, touch  **Apps** →  **Gmail**.
2. Follow the prompts to sign in or create a new account. The device communicates with the Google server to set up your account and synchronize your email. When complete, your Gmail displays in the Inbox.

Note: You can use more than one Google Account on your device. From a Home screen, touch  **Apps** →  **Settings** → **Accounts** → **Add account** to add an additional Google Account.



Composing and Sending Gmail

1. From a Home screen, touch  **Apps** →  **Gmail**.
2. Touch  **Compose**, then touch fields to compose the message. While composing a message, touch  **Menu** for options.
3. Touch  **SEND** to send this message.

Note: Touch  **Menu** → **Save draft** to save a draft of this message.



Refreshing Your Gmail Account

Refresh your account to update your device from the Gmail servers.

1. From a Home screen, touch  **Apps** →  **Gmail**.
2. While viewing your Inbox, drag your finger downward across your messages.

Gmail Settings

Use the Gmail Settings to configure your Gmail preferences.

1. From a Home screen, touch  **Apps** →  **Gmail**.
2. Touch  **Menu** → **Settings** for settings.

Google


Use this application to search not only the Internet, but also applications and their contents on the device as well.

- Touch  **Google**.


Google Now

Google Now recognizes repeated actions performed on the device (including accessing locations, repeated calendar appointments, search queries, and more). Google Now uses these actions to automatically send updates for user-specific information in the form of “cards.”

For more information, visit google.com/landing/now.

Note: You must be signed in to your Google Account to use Google Now. If not, pressing and holding the  **Home Key** will launch a basic Google search.

1. Press and hold the  **Home Key**.
2. Follow the prompts to set up and use Google Now.

Note: When Google Now is enabled, you can also access it by touching  **Google**.

Google Settings

Quickly and easily change Google app settings to suit your preferences.

Note: You must be signed in to the application in which you want to configure. (For example, sign in to Google+ in order to configure Google+ settings).

- Touch  **Google Settings**.

Google+

Stay connected and share life as it happens with Google+. Chat with friends and family, post photos, or see what others are sharing while you're on the go.

Visit google.com/mobile/+ to learn more.

Note: This app requires a Google Account.

- Touch  **Google+**.

Hancom Viewer

Hancom Office Viewer opens and manages Hancom Office Hanword (*.hwp) and Hanshow (*.show) documents.

- Touch  **Hancom Viewer.**

Hangouts

Google Hangouts is an online place to meet friends and family, share photos, and host video calls.

Visit google.com/+/learnmore/hangouts to learn more.

Note: This app requires a Google Account.

- Touch  **Hangouts.**

Help

Access help information to learn how to use the device and applications or configure important settings.

- Touch  **Help.**

Maps

Find your current location, get directions and traffic reports, discover local businesses and attractions, and much more.

Visit google.com/maps/about/explore/mobile to learn more.

Important! Google Maps requires an active data network or Wi-Fi connection. Some features require that one or more location services be enabled. For more information, refer to “*Location*” on page 95.




- Touch  **Maps.**

Memo





Use this application to record important information to save and view at a later date.

- Touch  **Memo**.


Viewing a Memo

- Touch the memo thumbnail to open it.
 - To edit the memo, touch the content of the memo.
 - To delete the memo, touch  **Delete**
 - To send the memo to others, touch  **Share via**.
 - To send the memo to a Google or Samsung printer, touch  **Print**.


Composing a Memos

- Touch  **Create memo**, enter a memo, and then touch **Save**.
 - To change the category, touch .
 - To insert an image into the memo, touch .
 - To use your voice to insert text into the memo, touch .

Browsing Memos

- Browse memo thumbnails by scrolling up or down.
- To edit a memo, touch a memo thumbnail, and then touch the content of the memo.
- To search for a memo, touch .

Memo Options

- While browsing memo thumbnails, touch  **Menu** for options:
 - **Select**: Select notes to share, print, or delete.
 - **Delete**: Delete memos.
 - **Add category**: Create new categories.
 - **Edit categories**: Update your categories.

Mobile Hotspot

Access the Mobile Hotspot feature.

- Touch  **Mobile Hotspot**.

For more information, refer to “*Mobile Hotspot*” on page 91.

Music

Use the Music application to listen to music. You can listen to music using your device's built-in speakers, through a wired headset, or through a Bluetooth headset.

For more information, refer to “*Bluetooth*” on page 39.

Press the **Volume Key** on the side of the device to activate onscreen volume control, then touch and drag on the scale to set the volume. You can also press the **Volume Key** to adjust playback volume.

- Touch  **Music**.

Playing Music

Select a music category, and then select a song to play.

Touch the album image at the bottom of the screen to open the music player screen.

The following Music controls are available (controls may vary by view):



Streams the current music file to another device via Samsung Link.



Volume control and SoundAlive.



Volume control showing volume muted.



Assign the current song as a Favorite.



Lists the current playlist songs.



Touch and hold to rewind the song. Touch to go to previous song.



Pause the song.



Start the song after pausing.



Touch and hold to fast-forward the song. Touch to go to next song.



Shuffles the current list of songs randomly.



Songs play in order and are not shuffled.



Plays the entire song list once.



Replays the current list when the list ends.



Repeats the currently playing song.

To listen to songs at equal volume levels:

- Touch  **Menu** → **Settings** → **Player** → **Smart volume**.

Caution! When Smart volume is activated, the volume may end up louder than the device volume level. Use caution to avoid long-term exposure to loud sounds to prevent damage to your hearing. Smart Volume may not be activated for some files.


To set a personalized sound while listening to songs with a headset:

- Touch  **Menu** → **Settings** → **Player** → **Adapt Sound** → **On**.

Note: When you turn the volume up to level 14 or higher, the adapt sound option is not applied to music playback. If you turn the volume down to level 13 or lower, the option is reapplied.


Setting a Song as an Alarm Ringtone

To use the currently-playing song as an alarm ringtone:

- Touch  **Menu** → **Set as alarm tone**.

Creating Playlists

To create a playlist of songs.

1. Touch the **Playlists** tab.
2. Touch  **Menu** → **Create playlist**.
3. Enter a title and touch **OK**.
4. Touch **Add tracks**, select songs to include, and then touch **Done**.

To add the currently-playing song to a playlist:

- When viewing the song listing, touch and hold a song, and then touch **Add to playlist**.


– or –

When viewing a single song in fullscreen mode, touch

 **Menu** → **Add to playlist**.

Playing Music by Mood

Play music grouped by mood. The playlist is automatically created by the device.

- Touch  **Menu** → **Music square** and select a cell of mood.

– or –

Select multiple cells by dragging your finger across multiple cells.

My Files






Use this application to access all kinds of files stored in the device, including images, videos, songs, and sound clips.

Viewing Files


Files stored in the device are sorted into categories:

- Recent files
- Videos
- Documents
- Images
- Audio
- Downloaded apps
- Download history
- Local storage

Access My Files

1. Touch  **My Files**.
2. Select a category, and then select a file or folder to open it.
3. After selecting a category, touch  **Menu**, and then use one of the following options:
 - **Select**: Select files or folders.
 - **Delete**: Delete files or folders.
 - **View as**: Display entries as a List, Detailed List, or Thumbnails.
 - **Sort by**: Sort files or folders.
 - **Settings**: Configure settings.
4. Touch  **Menu** → **Select**, select a file or folder, and then use one of the following functions:
 -  **Share via**: Send files to others or share them.
 -  **Delete**: Delete files or folders.

– or –

 - Touch  **Menu** for the following options:
 - **Move**: Move files or folders to another folder.
 - **Copy**: Copy files or folders to another folder.

- **Rename**: Rename a file or folder.
- **Details**: View file or folder details.

Searching for a File


- Touch  **Search**, and then enter search criteria.

Viewing Folders

While categories display files sorted by type, you can also view your files and folders as they are stored on your device and an optional memory card (not included).


- Touch **Device storage** to view files stored on your device, and memory card.
- Touch **SD card** to view files stored on an optional memory card.

Creating Folders

- To create a new folder, touch  **Menu** → **Create folder** and follow the prompts.

Adding Shortcuts to Folders

Add a shortcut to frequently-used folders to the My Files main screen or to a Home screen.

- Select a folder, and then touch  **Menu** → **Add shortcut**.

Adding FTP Server Shortcuts

Add an FTP server shortcut to the My Files main screen.

- Touch  **Menu** → **Add FTP**, enter details for the FTP server, and then touch **Done**.

Photos

Automatically save every photo you take with your device to your Google+ account. View, organize, and share them with friends and family.

Visit google.com/+/learnmore/photos to learn more.

Note: This app requires a Google Account.

- Touch  **Photos**.

Play Books

Discover more than 3 million free e-books and hundreds of thousands more to buy in the eBookstore.

Visit play.google.com/store/books to learn more.

Note: This app requires a Google Account.

- Touch  **Play Books**.

Play Games

Discover hundreds of games for download and purchase through the Google Play Store.

Visit play.google.com/store/apps/category/GAME to learn more.

Note: This app requires a Google Account.

- Touch  **Play Games**.

Play Movies & TV

Watch movies and TV shows purchased from Google Play. You can stream them instantly, or download them for viewing when you're not connected to the Internet. You can also view videos saved on your device.

Visit play.google.com/store/movies to learn more.

Note: This app requires a Google Account.

- Touch  **Play Movies & TV.**

Play Music

With Google Play Music, you can play music you've downloaded, and music you copied from your computer.

Visit play.google.com/about/music to learn more.

Note: This app requires a Google Account for some features.

- Touch  **Play Music.**

Play Newsstand

Subscribe to your favorite magazines so you can have them available to read on your device at your leisure.

Visit play.google.com/store/newsstand to learn more.

Note: This app requires a Google Account.

- Touch  **Play Newsstand.**

Play Store

All your favorite apps, movies and tv shows, music, books, magazines, and games are available in Google Play Store.



Visit play.google.com/store to learn more.

Note: This app requires a Google Account.

- Touch  **Play Store.**

S Voice

Use this application to command the device by voice to perform various functions.

1. Touch  **S Voice**.
2. At the S Voice screen, touch  or say “Hi Galaxy” to wake up S voice.
3. Speak and follow the onscreen instructions.

Note: Touch  **Menu** for Settings.

Here are several examples of spoken commands:

- “Open music”
- “Launch calculator”
- “Check schedule”

Tips for better voice recognition:

- Speak clearly.
- Speak in quiet places.
- Do not use offensive or slang words.
- Avoid speaking in dialectal accents.

The device may not recognize your commands or may perform unwanted commands depending on your surroundings or how you speak.

Settings

Configure your device to your preferences.

- Touch  **Settings**.

For more information, refer to “*Settings*” on page 80.

Setup Wizard

Set up your device’s basic services and features.

- Touch  **Setup Wizard**.

Video

Use this application to play video files.

Note: Some file formats are not supported depending on the device's software. Some files may not play properly depending on the encoding method used.

Playing Videos

1. From a Home screen, touch  **Apps** →  **Video**.

All videos that you have on your device display.

2. Touch the video that you want to play.

The video will begin to play.

3. The following video controls are available:



Play a video as a small popup while viewing another screen. Touch and drag the popup video to the desired location on the screen. Double-tap the popup to return to full screen mode.



Scan DLNA-enabled devices.



Volume control.



Volume control showing volume muted.



Touch to reposition the controls to the left.



Switch to split screen mode and show video thumbnails on the left side of the screen.



Touch and hold to rewind the video. Touch to go to previous video.



Pause the video.



Start the video after being paused.



Touch and hold to fast-forward the video. Touch to go to next video.



Full-screen in ratio view. The video is enlarged as much as possible without becoming distorted.



Full-screen view. The entire screen is used, which may cause some minor distortion.



Original size view. The video will be played in its original size.



Stretch to fit. The video is enlarged to fit the screen without becoming distorted.




Touch to reposition the controls to the right.

Note: The screen view icons are a four-way toggle. The icon that is displayed, is the mode that will display after the icon is touched.

Deleting Videos


- Touch  **Menu** → **Delete**, select videos by ticking, and then touch **Delete**.

Sharing Videos

Touch  **Menu** → **Share via**, select videos by ticking, touch **Done**, and then select a sharing method.


Using Popup Video Player

Use this feature to use other applications without closing the video player.

- While watching videos, touch  to use the popup player.
- Spread two fingers apart on the screen to enlarge the player or pinch to reduce it.
- To move the player, drag the player to another location.

Voice Search

Use this application to search web pages by speaking.

1. Touch  **Voice Search**.
2. Speak a keyword or phrase when **Speak now** appears on the screen.

VZ Navigator

Use VZ Navigator to find, share and navigate to millions of locations, avoid traffic and drive or walk with ease.

Note: VZ Navigator requires service activation. Contact Verizon Wireless for more information.


- Touch  **VZ Navigator**.

WatchON

Use the Samsung WatchON application to use your device as a remote control for your TV, set top box, DVR, Blu-Ray/DVD, stereo or other device.


Important! Before initiating use, verify you have an active Internet connection available (either mobile network or Wi-Fi connection).

Set Up WatchON

1. Touch  **WatchON**.
2. Follow the prompts to configure WatchON options, such as country/region, TV service provider, channel list setup, etc.

Note: Touch  **Menu** → **Help** to learn more about WatchON.

Configure Your Device as a Remote


1. From the toolbar, touch  **Remote Control**.
2. Touch **Set up now** at the prompt.
3. Follow the instructions to find your TV or other devices and configure your device to control their operation.

World Clock

Use this application to check the time of many major cities in the world.

- Touch  **World Clock**.


To add a city to the list:

1. Touch  **Add city** to add another city to the list.
2. Scroll through the list of cities to find the city you want to add or touch the Search bar and use the keyboard to enter the name of the city you want to add.

Tip: Touch the first letter of the city's name, to the right of the list, to find the city more quickly.



3. Touch the city. The list of your locations displays including the city just added.

To set Daylight Savings time:

1. Touch and hold a city.
2. Touch  **DST settings**.
3. Select Automatic, DST off, or 1 hour.

If Daylight Savings Time is active, a sun symbol appears on the World Clock listing.

To delete a World Clock entry:

1. Touch  **World Clock**.
2. Touch and hold a city. Touch any other cities you want to delete.
3. Touch  **Delete**.

YouTube

Watch videos from the YouTube website.

- Touch  **YouTube**.

Section 6: Settings


About Settings

Use this application to configure the device, set application options, and add accounts.

Accessing Settings

- From a Home screen, touch  **Apps** →  **Settings**.

– or –




From any screen, touch the top of the screen and swipe downward, to display the Notification panel, and then touch  **Settings**. For more information, refer to “*Notification Panel*” on page 21.

The Settings screen displays.

List View or Tab View



Settings can be display in a list view (default) or as four tabs (Connections, Device, Controls, and General). In the list view, there are five major groups of settings: Wireless and networks, Device, Personal, Accounts, and System.


To change between views:

- From a Home screen, touch  **Apps** →  **Settings**, and then touch  **Menu** → **Switch to list view** or **Switch to tab view**.

Note: The List view is assumed in this manual.

The Settings Screen

Some options are enabled or disabled by touching the **ON/OFF** switch to turn the option ON  or OFF . For some options, you must touch the field, such as Wi-Fi, to display and set more options.

Some options are enabled or disabled by touching a check box. When enabled, a  check mark displays. Touch the check mark to remove it and disable the option.

Airplane Mode

Airplane mode allows you to use many of your tablet's features, such as the camera, music and video apps, etc. when you are in an airplane or in any other area where accessing data networks is prohibited.

Important! When your tablet is in Airplane mode, it cannot access online information or applications.

- Press and hold the **Power/Lock Key** then touch **Airplane mode**.

– or –

Touch the top of the screen and swipe downward, to display the Quick Settings, and then touch **Airplane mode**. For more information, refer to “*Notification Panel*” on page 21.

– or –

From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **Airplane mode**. Touch **ON/OFF** to enable the feature.

Wi-Fi

Wi-Fi is a wireless networking technology that provides access to local area networks.

For information on how to use Wi-Fi, see “*Wi-Fi*” on page 35.



Bluetooth

Bluetooth is a short-range wireless communications technology for exchanging information over a distance of about 30 feet.

For information on how to use Bluetooth, see “*Bluetooth*” on page 39.

Data Usage

View your Wi-Fi data usage.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **Data usage**.
2. Touch **Mobile data** to turn Mobile data usage on.
 - Touch **Limit mobile data usage** to allow a data limit to be set (as set by the red bar on the chart below)
 - Touch **Alert me about data usage** to receive a notification when data usage is getting close to your mobile data limit (as set by the orange bar on the chart below).
3. Touch the **Data usage cycle** drop-down menu and select a date.

The data usage displays as a chart, and also displays a list of each application with a breakdown of data usage by application.

4. Set data usage limits:

- Touch and drag the **red limit bar** to set the maximum data limit. When data usage reaches this limit, mobile data will be disabled.

Warning! When disabled, you will not be able to use the Internet, sync email, or use any app that requires a data connection unless you are connected to a Wi-Fi network.

- Touch and drag the **orange warning bar** to set a warning level. You will be notified when data usage reaches this level.
- Touch and drag the **two white bars** to adjust the time period displayed.
- Touch an **application** to view its data usage. Touch **Restrict background data** to force the application to sync background data only when connected to a Wi-Fi network.



Note: Data is measured by your device. Your service provider may account for data usage differently.

5. Touch **Menu** for options:

- **Data roaming:** Turn data roaming On or Off. When roaming, your device connects to networks outside your home network, depending on your provider's agreements with other providers. Using data while roaming can incur extra charges, depending on your plan. For more information, contact Verizon Wireless.
- **Restrict background data:** Restrict some apps and services from working unless you are connected to a Wi-Fi network.
- **Auto sync data:** Automatically sync data. Disabling auto sync will reduce data usage and conserve battery power, but notifications and updates will need to be manually synchronized.
- **Show Wi-Fi usage:** Display a Wi-Fi tab that shows Wi-Fi usage.
- **Mobile hotspots:** Display all mobile hotspots near you.
- **Show units:** Display units as MG/GB (auto change), MB only, or GB only.
- **Help:** View additional information about data usage.



Printing

Configure and manage print services.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **More settings** → **Printing**.
2. Touch a print service to configure.

Mobile Networks

Set options for network selection and data service.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **More settings** → **Mobile networks**.
2. Set these options:
 - **Mobile data:** Enable or disable your device's connection to the mobile data network. You can also control this setting at Notifications with the Mobile data setting.
 - **Global Data Roaming Access:** Enable or disable connection to data services when your device is roaming on another network.
 - **Roaming:** (Not configurable) Current roaming status.

- **Signal strength:** (Not configurable) Current signal strength.
- **Network mode:** Choose a preferred network mode.
- **Access Point Names:** Configure wireless network access.
- **Network operators:** Configure network operators.

Important! Depending on your service plan, changes you make to mobile networks settings may incur extra charges. Consult Verizon Wireless for information.

Mobile Hotspot

Use Mobile Hotspot to share your tablet's internet connection with up to 10 Wi-Fi-enabled devices using 4G or 3G.

For more information, refer to “*Mobile Hotspot*” on page 43.

Tethering

Use Tethering to share your device's internet connection with a computer that connects to your device via Wi-Fi, with a USB cable, or by Bluetooth.

For more information, refer to “*Tethering*” on page 46.


VPN

Set up and manage Virtual Private Networks (VPNs).

For more information, refer to “*VPN*” on page 47.

Ethernet

Manage your ethernet connection.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **More settings** → **Ethernet**.
2. Touch **Ethernet** and follow the onscreen instructions to connect to an ethernet network.

View Verizon Account



View your current Verizon account details.

- From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **More settings** → **View Verizon Account**.

Nearby Devices

This option allows you to share your media files with nearby devices via Wi-Fi, Wi-Fi Direct, or using Mobile Hotspot.



Warning! If file sharing is enabled, other devices can access your data. Use this option with care.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **More settings** → **Nearby devices**.
2. Touch **ON/OFF** to enable the feature. The device name displays under Device name.
3. In the Advanced section, set the following options:
 - **Shared contents:** Select the content to share. Choices are: Videos, Photos, and Music.
 - **Allowed devices list:** Indicate the devices accessible to your device.
 - **Blocked devices:** Indicate the devices not accessible to your device.

- **Download to:** Set whether to download data to Device or SD card.
- **Download from other devices:** If a nearby device attempts to upload data, this setting indicates the response. Options are: Always accept, Always ask, and Always reject.

Screen Mirroring



To share your device's screen with another device, enable Screen Mirroring.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Wireless and Networks*, touch **More settings** → **Screen Mirroring**.
2. Touch **ON/OFF** to enable the feature.
3. Available devices are listed. Touch **Scan** to find more devices.
4. Touch a device and follow the prompts to connect.


Tip: Touch  **Menu** → **Help** for more information.

Blocking Mode

Turn off notifications for selected features.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Device*, touch → **Blocking mode**.
2. Touch **ON/OFF** to enable the feature.
3. Touch **Turn off notifications** to block all notifications.
4. Touch **Turn off alarm** to block all alarms.
5. The Set time option allows you to set Blocking mode for a specific time range or Always.



Touch the **Always** field to disable it and configure the **From** and **To** time fields.

Note: When this option is enabled,  displays in the Status Bar.

Sound

Volume



Set the volume level for all types of sounds.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Device*, touch **Sound** → **Volume**.
2. Touch and drag the sliders to set the volume for:
 - **Music, video, games, and other media:** Sounds made by music apps, video apps, and more.
 - **Notifications:** Sounds for alerts to new messages and other events.
 - **System:** Application sounds and other sounds made by your device.

Tip: You can also set System volume from a Home screen by pressing the **Volume Key**.



Notifications

Select a default ringtone for message, alarm, and other notifications.

1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Device*, touch **Sound** → **Notifications**.
2. Touch a ringtone to hear a sample and select it.



Feedback

You can activate or deactivate both touch and screen lock sounds.

1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Device*, touch **Sound**.
2. The following options are available:
 - **Touch sounds:** Play a sound when you touch the screen.
 - **Screen lock sound:** Play a sound when your screen is locked or unlocked.



Samsung Applications

Set your applications' notification sound settings.

1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Device*, touch **Sound**.
2. The following options are available:
 - **Email:** Touch an account to adjust its notification settings.
 - **Calendar:** Configure your event notifications.



Samsung Keyboard

Set the keyboard sounds.

1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Device*, touch **Sound**.
2. The following option are available:
 - **Sound when tapped:** Enable auditory feedback when you touch an onscreen key.

Adapt Sound

Find the best sound and audio settings for you.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Device*, touch **Sound**.
2. Touch **Adapt Sound**.
3. Read the instructions and touch **Start** when you are ready to begin.

Display

Use the Display settings to configure the way your device's screen operates.

- From a Home screen, touch  **Apps** →  **Settings**. Under *Device*, touch **Display**.

The following options are available:

- **Wallpaper:** Set the Wallpaper for your Home screen, Lock screen, or both. For more information, refer to “*Wallpapers*” on page 18.
- **Notification panel:** Configure the appearance of the Notification panel. For more information, refer to “*Notification Panel*” on page 21.

- **Multi window:** Enable or disable the Multi window feature. Touch **ON/OFF** to enable the feature. Touch **Open in multi window view** to automatically view content in a multi window when you open files from My Files or Video, or attachments from email and messages. For more information, refer to “*Multi Window*” on page 19.
- **Brightness:** Touch and drag the slider to set the brightness or touch **Automatic brightness**.
- **Screen timeout:** Set the length of delay between the last key press or screen touch and the automatic screen timeout (dim and lock).
- **Daydream:** Set the device to launch a screensaver when your device is connected to an optional dock (not included) or charging. Touch the **ON/OFF** switch to turn Daydream ON **ON**. Touch **Daydream** for additional options.
- **Smart screen:** The Smart screen option allow you to customize your screen settings to make the screen more responsive and easier to use.
 - **Smart stay:** Set the screen to stay on as long as you look at it.

- **Font style:** Set the font style that your tablet will use. You can also touch Get fonts online to choose from a wider selection.
- **Font size:** Select which size of font displays.
- **Show battery percentage:** Set the device to display the remaining battery life on the Status Bar.

Storage

View the memory allocation for the device and an optional memory card (not included).

Device Memory

To view the memory usage for your device:

- From a Home screen, touch  **Apps** →  **Settings**. Under *Device*, touch **Storage**.

The Device memory displays as Total space, System memory, Used space, Cached data, Miscellaneous files, and Available space.

SD Card

Once a memory card (not included) has been installed in your device, the card memory displays as Total space and Available space.


Mounting an SD Card

When you install a memory card (not included), it is automatically mounted (connected to the tablet) and prepared for use. However, if you unmount the card without removing it from the tablet, you will need to mount it before it can be accessed.



1. Install an SD card. For more information, refer to “*Installing a Memory Card*” on page 8.
2. From a Home screen, touch  **Apps** →  **Settings**. Under *Device*, touch **Storage**.
3. Touch **Mount SD card**.

Formatting an SD Card

Formatting the SD card deletes all the stored data.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Device*, touch **Storage**.
2. Touch **Format SD card** and then touch **Format SD card** again on the warning screen.
3. Touch **Delete all**.


Unmounting an SD Card

1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Device*, touch **Storage**.
2. Touch **Unmount SD card**.
3. At the prompt, select **OK** to safely unmount the memory card.
4. Remove the SD card from the slot. For more information, refer to “*Installing a Memory Card*” on page 8.

Important! Unmounting an SD card will stop some applications from functioning. Applications may not be available until you mount the SD card again.



Removing a Memory Card

Important! To prevent damage to information stored on the memory card, unmount the card before removing it from the device.

1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Device*, touch **Storage**.
2. Under **SD card**, touch **Unmount SD card** and then touch **OK**.
3. Open the memory card slot cover and turn to expose the slot.
4. Gently press inward on the memory card so that it pops out from the slot, and carefully pull the card out.
5. Close the memory card slot cover.

Power Saving Mode

When enabled, your device automatically analyzes the screen and adjusts the brightness to conserve battery power.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Device*, touch **Power saving mode**.
2. Touch **ON/OFF** to enable the feature.
3. Touch **Power saving mode** for options:
 - **CPU power saving**: Limit the maximum performance of the CPU.
 - **Screen output**: Use low power level for the screen.

Tip: Touch **Learn about power saving** to display more information about conserving power.

Battery

See how much battery power is used for device activities.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Device*, touch **Battery**.

The battery level displays in percentage. The amount of time the battery was used also displays. Battery usage displays in percentages per application.

Note: Other applications may be running that affect battery use.

2. Touch **Show battery percentage** to display the device battery status next to the battery icon.



Application Manager

You can download and install applications from Google Play or create applications using the Android SDK and install them on your device. Use Application manager settings to manage applications.

Warning! Because this device can be configured with system software not provided by or supported by Google or any other company, end-users operate these devices at their own risk.

Memory Usage






See how memory is being used by Downloaded or Running applications.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Device*, touch **Application manager**.
2. Touch **DOWNLOADED**, **SD CARD**, or **RUNNING** to display memory usage for that category of applications.

The graph at the bottom of the DOWNLOADED tab shows used and free device memory. The graph at the bottom of the RUNNING tab shows used and free RAM.

Downloaded

Display apps you have downloaded onto your device.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Device*, touch **Application manager**.
2. Touch **DOWNLOADED** to view a list of all the downloaded applications on your device.
 - To switch the order of the lists displayed in the DOWNLOADED tabs, touch  **Menu** → **Sort by size**, **Sort by name**, or **Sort by date**.
 - To reset your application preferences, touch  **Menu** → **Reset app preferences**.
 - To uninstall more than one application, touch  **Menu** → **Uninstall multiple**.
 - Touch an application to view and update information about the application, including memory usage, default settings, and permissions.

Running Services

View and control services running on your device.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Device*, touch **Application manager**.

2. Touch the **RUNNING** tab.

All the applications that are currently running on the device display.

3. Touch **Show cached processes** to display all the cached processes that are running. Touch **Show services in use** to switch back.
4. Touch one of the applications to view application information.

The following options display:



- **Stop**: Stops the application from running on the device. This is usually done prior to uninstalling the application.

- **Report**: Report failure and other application information.

Note: Options vary by application.

Default Applications

Set and manage your default applications.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Device*, touch **Default applications**.
2. Touch an app to set it as the default application.

– or –

Touch an app to remove it as the default application.

Warning! Not all services can be stopped. Stopping services may have undesirable consequences on the application or Android System.




Users

Shared this tablet with multiple people by creating User accounts and Profiles.

Users have their own space, which they can customize with their own apps, wallpaper, and so on. Users can also adjust tablet settings like Wi-Fi that affect everyone.

Setting Up User Profiles

Set up user profiles and then select one when unlocking the device to use personalized settings. By setting up multiple user profiles, several users can share the device without affecting the personal settings of others, such as email accounts, wallpaper preferences, and more.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Device*, touch **Users** →  **Add user**.
2. Follow the onscreen instructions to set up a new user profile.



To access the device with a user profile, select a profile at the top right of the locked screen.



Tip: You can also switch between users by sliding down the Notification panel and touching the current User.

Change User Account Nicknames and Photo IDs

The name and photo each user uses in their personal Contact entry (listed under ME at the top of their Contacts list) is used as their user name and photo.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Device*, touch **Users**.
2. Touch the current user's profile.
3. Make the appropriate changes to the contact name and photo, and then touch **Save**.
– or –
Make name and photo changes to their personal contact entry in Contacts.



For more information, refer to “Updating Contacts” on page 30.

Deleting a User or Profile

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Device*, touch **Users**.
2. On the User profile, touch  **Delete user**.
3. Touch **Delete**.

Location




Your device only acquires your location when you allow it. To use location-based services, you must first enable location services on your device.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Personal*, touch **Location**.
2. Touch **ON/OFF** to enable the feature.
3. Touch **Mode** to select how your location is determined:
 - **High accuracy**: Use GPS, Wi-Fi, and mobile networks.
 - **Power saving**: Use Wi-Fi and mobile networks (no GPS).
 - **GPS only**: Use GPS only.

Note: Apps that have requested your location are listed under **Recent location requests**. Touch an entry to view its settings.





Location Reporting

Google uses Location Reporting to store and use your device's most recent location data. Apps (such as Google Maps) can use this data to improve your search results based on places that you have visited.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Personal*, touch **Location**.
2. Touch **Google Location Reporting** for options:
 - **Location Reporting**: Allow apps to use your device's most recent location data. Touch the **ON/OFF** switch to turn Location Reporting on.
 - **Location History**: Allow Google to store a history of your location data. Touch the **ON/OFF** switch to turn Location History on. Touch **DELETE LOCATION HISTORY** to permanently delete your location history.
 - Touch  **Menu** → **Help** for more information.

My Places

You can save your favorite locations for use with services that require location information. This information can improve your search results and other location-related activities.



1. From a Home screen, touch  **Apps** →  **Settings**. Under *Personal*, touch **Location**.
2. Touch **ON/OFF** to enable the feature.
3. Touch **My places**.
4. Touch a category (Home, Office, or Car) to add a location:
 - Touch **Select method** to set how your location is determined for that particular place.
 - Touch **Save**.
5. Touch  **Add** to add additional categories.
6. Touch  **Menu** → **Delete** to delete a custom category.

Note: Home, Office, and Car cannot be deleted.

Lock Screen

Choose settings for unlocking your screen. For more information about using the lock and unlock features, see “Securing Your Device” on page 9.

Screen Lock

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Personal*, touch **Lock screen**.
2. Touch **Screen lock** for these options then follow the onscreen instructions to set up your Screen lock:
 - **Swipe**: Swipe the screen to unlock it.
 - **Pattern**: A screen unlock pattern is a touch gesture you create and use to unlock your device. Follow the prompts to create or change your screen unlock pattern.
 - **PIN**: Select a PIN to use for unlocking the screen.
 - **Password**: Create a password for unlocking the screen.
 - **None**: No pattern, PIN, or password is required. The screen will never lock.

Lock Screen Options

The following options are available depending on the Screen Lock type that you have selected.

Swipe Options

The options available when Screen lock is set to Swipe are:

- **Clock widget options**: Set the size of the Clock widget that is displayed on your Home screens, and whether to show the date.
- **Shortcuts**: Set shortcuts to appear at the bottom of the Lock screen. Touch **ON/OFF** to enable it.
- **Personal message**: Display a personal message.
- **Owner Information**: Show owner information on the lock screen.
 - Touch **Owner information** and then touch **Show owner info on lock screen** to enable or disable the option.
 - Touch the **text field** and enter the owner information to display.
- **Unlock effect**: Set the effect you receive when unlocking the device. You can select None, Ripple effect, or Light effect.
- **Help text**: Show help information on the Lock screen.

Pattern Options

These options are available when Screen lock is set to Pattern:

- **Clock widget options:** Set the size of the Clock widget that is displayed on your Home screens, and whether to show the date.
- **Personal message:** Display a personal message.
- **Owner Information:** Show owner information on the lock screen.
 - Touch **Owner information** and then touch **Show owner info on lock screen** to enable or disable the option.
 - Touch the text field and enter the owner information to display.
- **Make pattern visible:** See the pattern as you draw it.
- **Lock automatically:** Set a time-out for lock screen.
- **Lock instantly with power key:** Lock the device whenever the Power Key is pressed.
- **Auto factory reset:** If the password is entered incorrectly 10 times, reset the device to factory settings and delete all data and files.

PIN and Password Options

These options are available when Screen lock is set to Pin or Password:

- **Clock widget options:** Set the size of the Clock widget that is displayed on your Home screens, and whether to show the date.
- **Personal message:** Display a personal message.
- **Owner Information:** Show owner information on the lock screen.
 - Touch **Owner information** and then touch **Show owner info on lock screen** to enable or disable the option.
 - Touch the text field and enter the owner information to display.
- **Lock automatically:** Set a time-out for lock screen.
- **Lock instantly with power key:** Lock the device whenever the Power Key is pressed.
- **Auto factory reset:** If the password is entered incorrectly 10 times, reset the device to factory settings and delete all data and files.

Security

Use the Security settings to secure your device.

Encryption



Set a numeric PIN or password to decrypt your tablet each time you power it on, or encrypt the data on your SD card each time it is connected.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Personal*, touch **Security**.
2. Touch **Encrypt device**. For more information, read the displayed help screen.
3. Touch **Encrypt external SD card** to enable the encryption on SD card data that requires a password be entered each time the microSD card is connected.

Tip: Make sure your battery is charged more than 80 percent. Encryption may take an hour or more.

Set Up SIM Card Lock

As a security measure, you can choose to lock the SIM card, and require a PIN to use the device.



1. From a Home screen, touch  **Apps** →  **Settings**. Under *Personal*, touch **Security**.
2. Touch **Set up SIM card lock** for these settings:
 - **Lock SIM card:** Enable to require a PIN be entered to use the device. Set the PIN.
 - **Change SIM PIN:** Create a PIN for accessing the SIM card.

Passwords

When enabled, password characters display briefly as you touch them while entering passwords.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Personal*, touch **Security**.
2. Touch **Make passwords visible** to enable or disable brief displays of password characters.

Device Administration

1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Personal*, touch **Security**.
2. Touch **Device administrators** to add or remove device administrators.
3. Touch **Unknown sources** to enable or disable installation of non-Google Play applications.

An informational popup displays.



Read the message and touch **OK** to allow installation of non-Google Play applications.

Warning! Enabling this option causes your tablet and personal data to be more vulnerable to attack by applications from unknown sources.

4. Touch **Verify apps** to block or warn before installing apps that may cause harm.
5. Touch **Change security level** to modify the security level for credential files.

Security Update Service

To set security update service settings:



1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Personal*, touch **Security**.
2. Touch **Security policy updates** for these options:
 - **Automatic updates:** Automatically check for changes to the security policy and download any updates to improve security.
 - **Preferred networks:** Set whether to use Wi-Fi or mobile networks or Wi-Fi networks only.
 - **Check for updates:** Check for updates manually.

To send security reports to Samsung via Wi-Fi for threat analysis:

1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Personal*, touch **Security**.
2. Touch **Send security reports**.

Credential Storage

If a certificate authority (CA) certificate gets compromised or for some other reason you do not trust it, you can disable or remove it.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Personal*, touch **Security**.
 - Touch **Storage type** to set a storage type for credential contents.
 - Touch **Trusted credentials**. The trusted credentials screen has two tabs:
 - **System**: Displays CA certificates that are permanently installed in the ROM of your device.
 - **User**: Displays any CA certificates that you installed, for example, in the process of installing a client certificate.
 - Touch a CA certificate to examine its details.
 - A scrolling screen displays the details.
 - Scroll to the bottom of the details screen and touch **Turn off** to disable a System certificate.
2. Touch **OK** to return to the certificate list.

3. Touch **Install from device storage**, then choose a certificate and follow the prompts to install encrypted certificates stored on the USB storage.

You must have installed a memory card (not included) containing encrypted certificates to use this feature.

Note: If you have installed encrypted certificates, touch **Clear credentials** to erase the credential contents from the device and reset the password.

Language and Input



Language

Set the language used by your device.


1. From a Home screen, touch  **Apps** →  **Settings**. Under *Personal*, touch **Language and input** → **Language**.
2. Touch a language/locale from the list.

Keyboards and Input Methods

Set the keyboard used by your device.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Personal*, touch **Language and input** → **Default**.
2. Select a keyboard. (Samsung keyboard is the default keyboard, but you can download additional keyboards in the Google Play Store.)


Configuring the Samsung Keyboard

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Personal*, touch **Language and input**.
2. Touch  next to Samsung keyboard to display the following options:
 - **Select input languages:** Used to set a default text entry language. Touch this field, scroll through the options, and touch the desired input language.
 - **Predictive text:** Allow Predictive text to suggest words matching your text entries, and, optionally, complete common words automatically. Touch **ON/OFF** to enable it. Touch **Predictive text** for options:
 - **Live word update:** Automatically update with popular new words every day.
 - **Personalized data:** Enter personalized data to improve prediction results.
 - **Learn from Facebook:** Log in to let your device learn your Facebook style.
 - **Learn from Gmail:** Log in to let your device learn your Gmail style.




- **Learn from Twitter:** Log in to let your device learn your Twitter style.
- **Learn from Contacts:** Allow your device to learn your Contacts style.
- **Clear remote data:** Delete your anonymous data stored on the personalization server.
- **Clear personal data:** Remove all personalized data entered.
- **Privacy Policy:** Read the privacy policy regarding Predictive Text and the use of your personalization data.
- **Auto replacement:** Complete or replace the word you are typing with the most probable word when you touch the space bar. Touch **ON/OFF** to enable it.
- **Auto capitalization** automatically capitalizes the first letter of the first word in each sentence (standard English style).
- **Auto spacing:** automatically inserts spaces between words.
- **Auto punctuate** automatically inserts a full stop in a sentence by touching the space bar twice when using the onscreen QWERTY keyboard.
- **Keyboard swipe:**
 - **None:** Disable the keyboard swipe feature.
 - **SwiftKey Flow:** Type words by swiping between letters.
 - **Cursor control:** Move the cursor by sliding your finger across the keyboard.
- **Key-tap feedback:**
 - **Sound:** Enable or disable auditory feedback when you touch an onscreen key.
 - **Character preview:** Provide an automatic preview of the current character selection within the text string. This is helpful when multiple characters are available within one key.
- **More settings:**
 - **Help:** Access help information for using the Samsung keyboard.
 - **Reset settings:** Reset Samsung keyboard settings.

Swype

To configure Swype settings:

- From the **Language and input** screen, touch  next to **Swype** to display the following options:
 - **Settings**: Configure basic Swype settings.
 - **Themes**: Configure the Swype keyboard layout.
 - **My Words**: Set options for managing your dictionary and data.
 - **Languages**: Manage the language used for Swype. The default language is English. Touch **Download languages**, to download additional languages.
 - **Gestures**: Display helpful information on using gestures while using Swype.
 - **Help**: Touch **How to Swype** to view an onscreen manual for Swype. Touch **Show helpful tips** for more Swype information.
 - **Updates**: Check for available Swype updates.

Google Voice Typing

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Personal*, touch **Language and input**.
2. Touch **Google voice typing** to automatically use Google voice typing.
3. Touch  next to Google voice typing.



The following options are available:

- **Choose input languages**: Touch **Automatic** to use the local language or select a language from the list.
- **Block offensive words**: Enable or disable blocking of recognized offensive words from the results of your voice-input Google searches.
- **Offline speech recognition**: Enable voice input while offline. Touch the **All** tab to download speech recognition for other languages.




Speech

Set voice search and text-to-speech options.

Voice Search



1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Personal*, touch **Language and input**.
2. Touch **Voice search** to configure:
 - **Language:** Choose a language for your voice input.
 - **“Ok Google” hotword detection:** Say “Ok Google” to launch a voice search.
 - **Speech output:** Always provides audible readout of text, or only when using Hands-free functions.
 - **Block offensive words:** Block recognized offensive words from the results of your voice-input Google searches.
 - **Offline speech recognition:** Enable voice input while offline. Touch the **All** tab to download speech recognition for other languages.
 - **Bluetooth headset:** Record audio through a Bluetooth headset, if available.

Text-To-Speech Options

1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Personal*, touch **Language and input**.
2. Touch **Text-to-speech options** and select the preferred TTS engine.
3. Touch  next to the preferred TTS engine and configure.
4. Under General, configure the following:
 - **Speech rate:** Set the speed at which the text is spoken.
 - **Listen to an example:** Play a sample of speech synthesis (available if voice data is installed).
 - **Default language status:** Display the default language in use.

Mouse/Trackpad

This option sets your Pointer speed.



1. From a Home screen, touch  **Apps** →  **Settings**. Under *Personal*, touch **Language and input**.
2. Touch **Pointer speed** then drag the slider to the right to go faster or to the left to go slower.

Backup and Reset

You can back up your data to the Google server and reset your device to its factory defaults.

Backup and Restore

To enable or disable backup of your information to the Google server.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *Personal*, touch **Backup and reset**.
2. Touch **Back up my data** to enable or disable back up of application data, Wi-Fi passwords, and other settings to the Google server.

Once the **Back up my data** option is enabled, then the **Backup account** and the **Automatic restore** options are available.

3. Touch **Backup account** and touch your Google Gmail account or touch **Add account** to set your Google Gmail account to be backed up to the Google server.
4. Touch **Automatic restore** to enable automatic restoration of settings from the Google server. When enabled, backed-up settings are restored when you reinstall an application.

Factory Data Reset

Use Factory data reset to return your device to its factory defaults. This setting erases all data from the device, including Google or other email account settings, system and application data and settings, and downloaded applications, as well as your music, photos, videos, and other files.



1. From a Home screen, touch  **Apps** →  **Settings**. Under *Personal*, touch **Backup and reset**.
2. Touch **Factory data reset**.

The Factory data reset screen displays reset information.

3. Touch **Reset device**, then follow the prompts to perform the reset.

Reset Settings

To reset system settings back to their default values:

1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Personal*, touch **Backup and reset**.
2. Touch **Reset settings**.



Accounts

Set up and manage accounts, including Samsung, Amazon, Cloud, Email, Google, and your social networking accounts.

Your device can synchronize information from a variety of accounts, including Email, Facebook, Google, and your Samsung account. Depending on the account, you can choose to synchronize your calendar, contacts, and other types of content.

With synchronization, you can ensure that the information on your device is updated with any information that changes in your accounts.



Adding an Account

1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Accounts*, touch **Add account**.
2. Touch one of the account types.
3. Follow the prompts to enter your credentials and set up the account.

Tip: For more information about the types of accounts that you can add, see “*Accounts*” on page 28.

Managing Accounts

To view the accounts you have added:



1. From a Home screen, touch  **Apps** →  **Settings**.
Under *Accounts*, touch <account>.

The <account> is either Google, Samsung account, or some other account you have added, such as Email.
2. Touch **Sync all** to synchronize all accounts listed.
Touch **Cancel sync** to stop the synchronization.

3. Touch an account to view the sync settings for that account.
 - Touch **Sync now** to synchronize all data for the selected account.
 - or –
 - Touch the account data to synchronize, such as, Calendar, Contacts, and so on.
 - To remove the account, touch **Remove account** and then touch **Remove account** at the prompt to remove the account and delete all its messages, contacts, and other data.
4. For Google Accounts, touch one of the items listed under Privacy to view various settings for that item.
 - or –For Samsung accounts, touch **Account settings** to manage Samsung account settings or **Backup** to set Samsung account back up and restore options.
 - or –For Email accounts, touch **Settings** to manage various settings for that account.

Motions and Gestures

Activate the palm motion feature to control the device by touching the screen with your palm.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *System*, touch **Motions and gestures** → **Palm motion**.
2. Touch **ON/OFF** to enable the feature.
3. Configure the following options (touch each option for details):
 - **Capture screen**: Capture an image of the screen when you sweep your hand left or right across the screen.
 - **Mute/pause**: Set the device to pause media playback when you touch the screen with your palm.

Accessories

To change optional accessory settings:

- From a Home screen, touch  **Apps** →  **Settings**. Under *System*, touch **Accessory**.

The following options display:

Dock

- **Dock sound:** Play a sound when inserting and removing the device from a dock (not included).
- **Audio output mode:** Use external speakers (not included) when docked.

Book Cover

- **Automatic unlock:** Set this option If you are using a device cover (not included) and you want your device to unlock when you open the cover.

Date and Time

By default, your device receives date and time information from the wireless network. When you are outside network coverage, you may want to set date and time information manually using the Date and time settings.



- From a Home screen, touch  **Apps** →  **Settings**. Under *System*, touch **Date and time**.

- **Automatic date and time:** Allow the network to set the date and time. Disable this option to set date and time manually.
 - **Set date:** Enter the current date.
 - **Set time:** Enter the current time.
- **Automatic time zone:** When enabled, the tablet takes the time zone from the wireless network. Disable this option to set time zone manually
 - **Select time zone:** Choose your local time zone (only available when the Automatic setting is disabled).
- **Use 24-hour format:** Set the format for time displays. If this option is not selected, the tablet automatically uses a 12-hour format.
- **Select date format:** Set the format for date displays.

Accessibility

Accessibility services are special features to make using the device easier for those with certain physical disabilities. Use the Accessibility settings to activate these services.

Note: You can download accessibility applications from the Google Play Store and manage their use here.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *System*, touch **Accessibility**.
2. Configure the following settings:

Accessibility

- **Auto rotate screen:** Set the screen orientation to automatically change when you rotate the device. When this option is not checked, the screen orientation locks in the current orientation (landscape or portrait) and the orientation does not change when you rotate the device.

Tip: From any screen, touch the top of the screen and swipe downward to display the Quick Settings screen. Touch **Screen rotation** to enable or disable the Auto rotate feature.

- **Lock automatically:** Select the screen delay time the screen delays shutting off after inactivity for the selected period of time.
- **Speak passwords:** Speaks passwords to enter them.
- **Single tap mode:** Tap to stop/snooze alarms, calendar events, and timer alerts, and to accept/reject incoming calls.
- **Show shortcut:** Set this option to display an Accessibility shortcut on the Device options popup when you press and hold the power key.
- **Manage accessibility:** Save and update your accessibility settings or share them with another device. You can export your settings, import a previously saved file, or share your file with another device.

Services

- **TalkBack:** Activate the TalkBack feature, which speaks feedback aloud to help blind and low-vision users.

Important! TalkBack can collect all of the text you enter, except passwords, including personal data and credit card numbers. It may also log your user interface interactions with the device.

Vision


- **Font size:** Set the font size.
- **Magnification gestures:** Use gestures such as triple-tapping, double pinching, and dragging two fingers across the screen. Touch **ON/OFF** to enable the feature.
- **Negative colors:** Reverse the display of onscreen colors from White text on a Black background to Black text on a White background.
- **Color adjustment:** Adjust the display colors, if you are color blind and have difficulty reading the display because of the colors. Touch **ON/OFF** to enable the feature. Touch **Color adjustment** and follow the onscreen instructions to begin the color adjustment process.
- **Notification reminders:** Beep at set intervals to remind you of any unread notifications. Touch **ON/OFF** to enable the feature. Touch **Notification reminders** for options.
- **Accessibility shortcut:** Quickly enable accessibility features in two quick steps. Touch **ON/OFF** to enable the feature.

- **Text-to-speech options:** Set your preferred TTS engine. Touch **Speech rate** to set the speed at which the text is spoken. Touch **Listen to an example** to play a short speech demonstration. For more information, refer to “*Speech*” on page 105.


Hearing

- **Sound balance:** Use the slider to set the Left and Right balance when using a stereo device.
- **Mono audio:** When Mono audio is enabled, you can listen through one earphone to mono audio sound.
- **Turn off all sounds:** Turn off all sounds including receiver voice.
- **Hearing aids:** Improve the sound quality of your device for use with hearing aids.
- **Google subtitles (CC):** Use Google subtitles with multimedia files when available. Touch the **ON/OFF** switch to turn the feature ON ON . Touch **Google subtitles (CC)** for options.
- **Samsung subtitles (CC):** Use Samsung subtitles with multimedia files when available. Touch the **ON/OFF** switch to turn the feature ON ON . Touch **Samsung subtitles (CC)** for options

Dexterity



- **Assistant menu:** Improve the device accessibility for users with reduced dexterity. Touch the **ON/OFF** switch to turn it ON . Follow the onscreen instructions.
- **Touch and hold delay:** Select a time interval for this gesture.

Recognition

- **Interaction control:** Enable or disable motions and screen timeout. You can also block areas of the screen from touch interaction. Touch the **ON/OFF** switch to turn the feature ON . Follow the onscreen instructions.

About Device

View information about your device, including status, legal information, hardware and software versions, and battery use.

1. From a Home screen, touch  **Apps** →  **Settings**. Under *System*, touch **About device**.
2. Touch items to view details:
 - **Icon glossary:** Displays a categorized list of icons that display on the device.
 - **Status:** View Battery status, Battery level, IP address, Wi-Fi MAC address, Bluetooth address, Up time, and Device status.
 - **Legal information:** Touch an option to display Open source licenses, Google and Samsung legal information, and Privacy Alert.
 - **Device name:** Enter the name for your device. The default is the device's model number.
 - **Model number:** Display your device's model number.
 - **Android version:** Display the firmware version of your device.

- **Baseband version:** Baseband version loaded on this device.
- **Kernel version:** Display the kernel version of your device.
- **Build number:** Display your device's build number.
- **SE for Android status:** Display Security Enhancements for Android status information.
- **Hardware version:** Hardware version of your tablet.

Software Update

The Software Update feature enables you to use your device to connect to the network and download any new software directly to your device. The device automatically updates with the latest available software when you access this option.

To register your device and check for a software update:

1. From a Home screen, touch  **Apps** →  **Settings**. Under *System*, touch **Software update**.
2. Touch **Check for new software update**.

The device automatically updates the software, if newer software is available.

When updating software, once the update file is downloaded, you can delay the update on the start screen by postponing it for a certain period of time. If you want to resume the update before the selected time, touch **Continue update**.

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