



# **Nokia 2 V**

## **User Guide**

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# 1 About this user guide



**Important:** For important information on the safe use of your device and battery, read “Product and safety information” before you take the device into use. To find out how to get started with your new device, read the user guide.

## **2 Get started**

### **KEEP YOUR PHONE UP TO DATE**

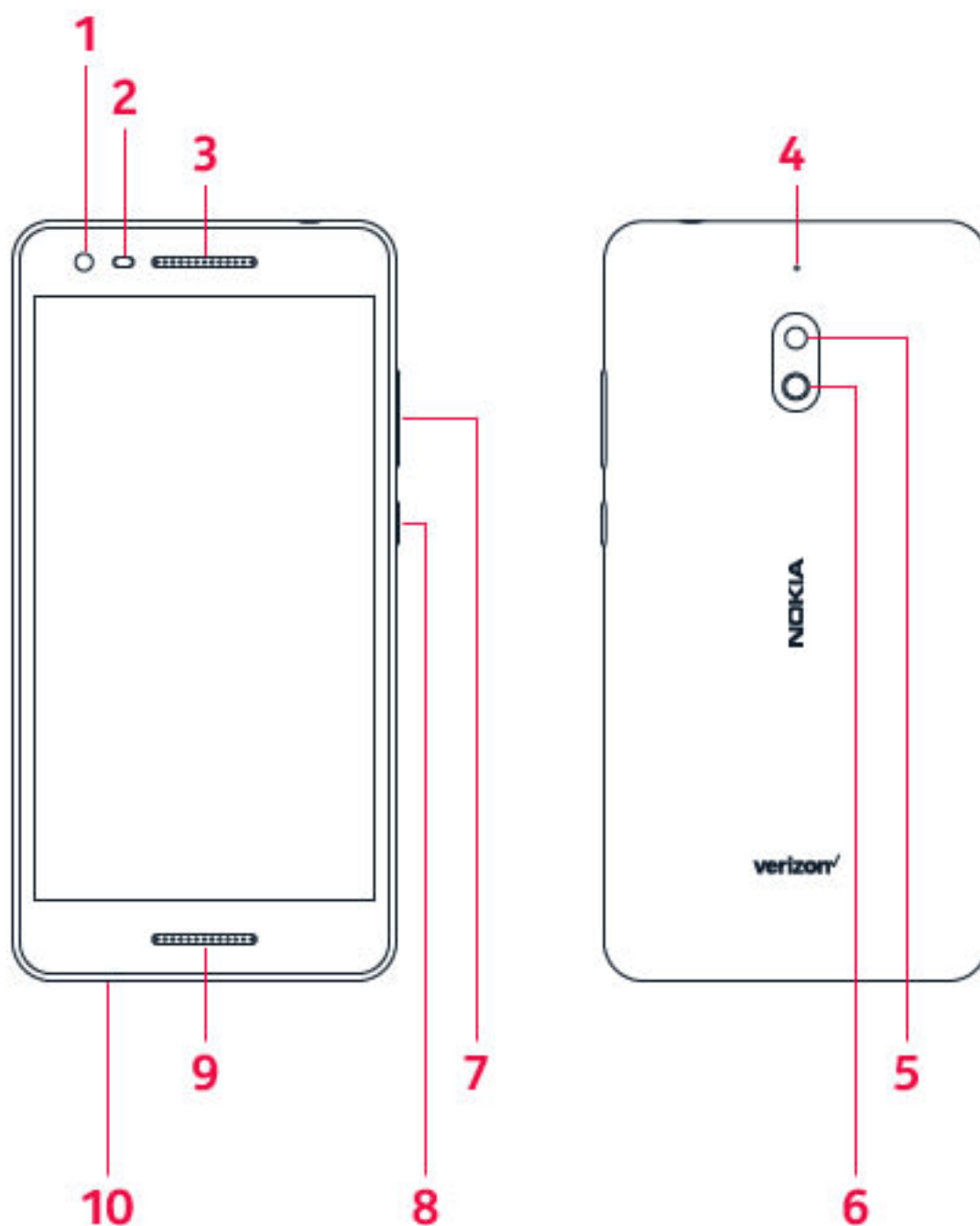
#### **Your phone software**

Keep your phone up to date and accept available software updates to get new and enhanced features for your phone. Updating the software may also improve your phone's performance.

### **BUTTONS AND PARTS**

Explore the buttons and parts of your new phone.

## Your phone



- |                         |                      |
|-------------------------|----------------------|
| 1. Front camera         | 6. Flash             |
| 2. Proximity sensor     | 7. Volume buttons    |
| 3. Earpiece/Loudspeaker | 8. Power/Lock button |
| 4. Microphone           | 9. Loudspeaker       |
| 5. Back camera          | 10. USB/Charger port |

Some of the accessories mentioned in this user guide, such as charger, headset, or data cable, may be sold separately.

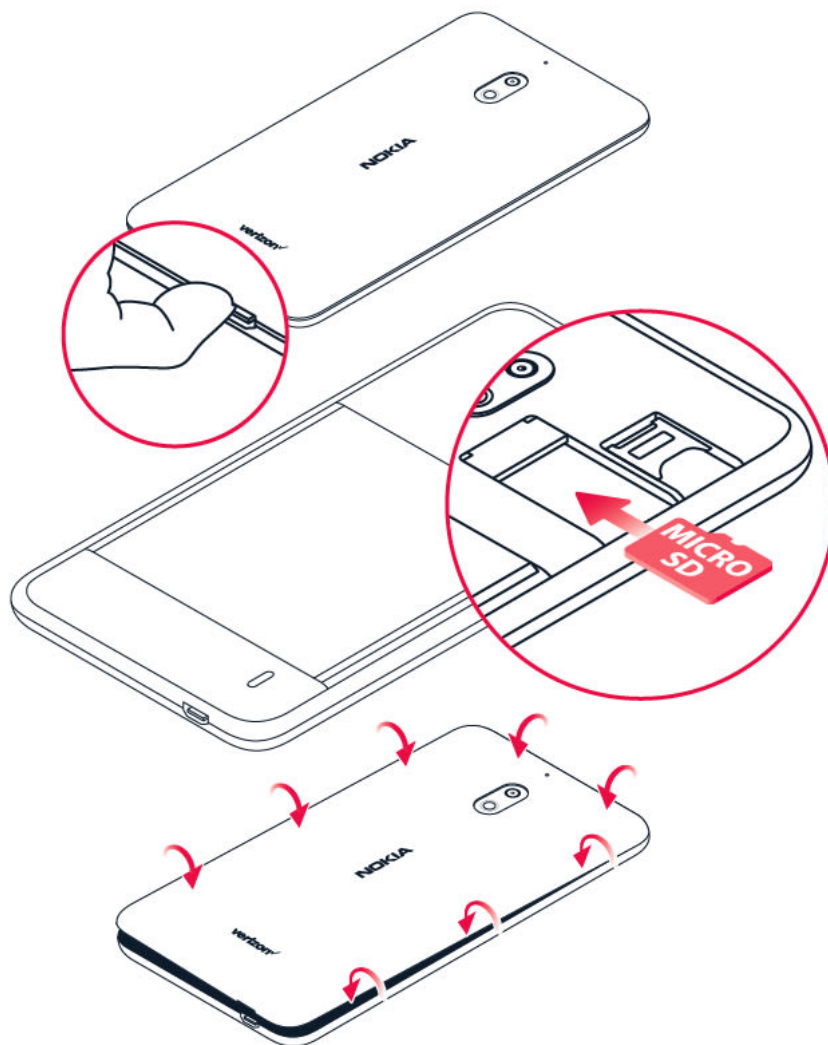
## Parts and connectors, magnetism

Do not connect to products that create an output signal, as this may damage the device. Do not connect any voltage source to the audio connector. If you connect an external device or headset, other than those approved for use with this device, to the audio connector, pay special attention to volume levels.

Parts of the device are magnetic. Metallic materials may be attracted to the device. Do not place credit cards or other magnetic stripe cards near the device for extended periods of time, since the cards may be damaged.

## INSERT SIM AND MEMORY CARD

### Insert memory card



Note: The microSD card is sold separately. Important: Do not remove the memory card when an app is using it. Doing so may damage the memory card and the device and corrupt data stored on the card.

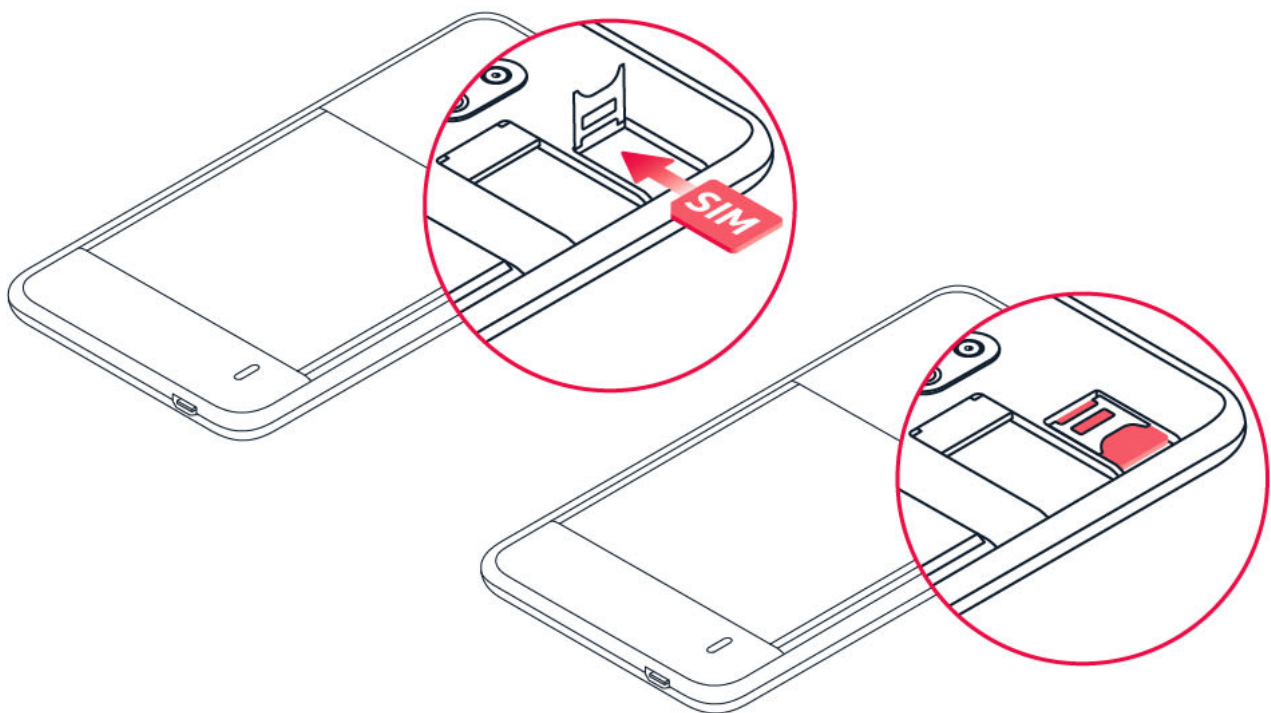


1. Place your fingernail in the USB connector cut-out at the bottom of the phone, bend the back cover open, and pop the cover off the phone.
2. Slide the microSD card into the microSD card slot with the gold contacts facing down.
3. Press the top edge of the back cover against the top edge of your phone, and then snap the cover into place, locking all the hooks around the edges of the cover.

Use only compatible memory cards approved for use with this device. Incompatible cards may damage the card and the device and corrupt data stored on the card.

**Warning:** The battery is embedded. Do not remove the metal covering over top.

### Optional: Swap the SIM card



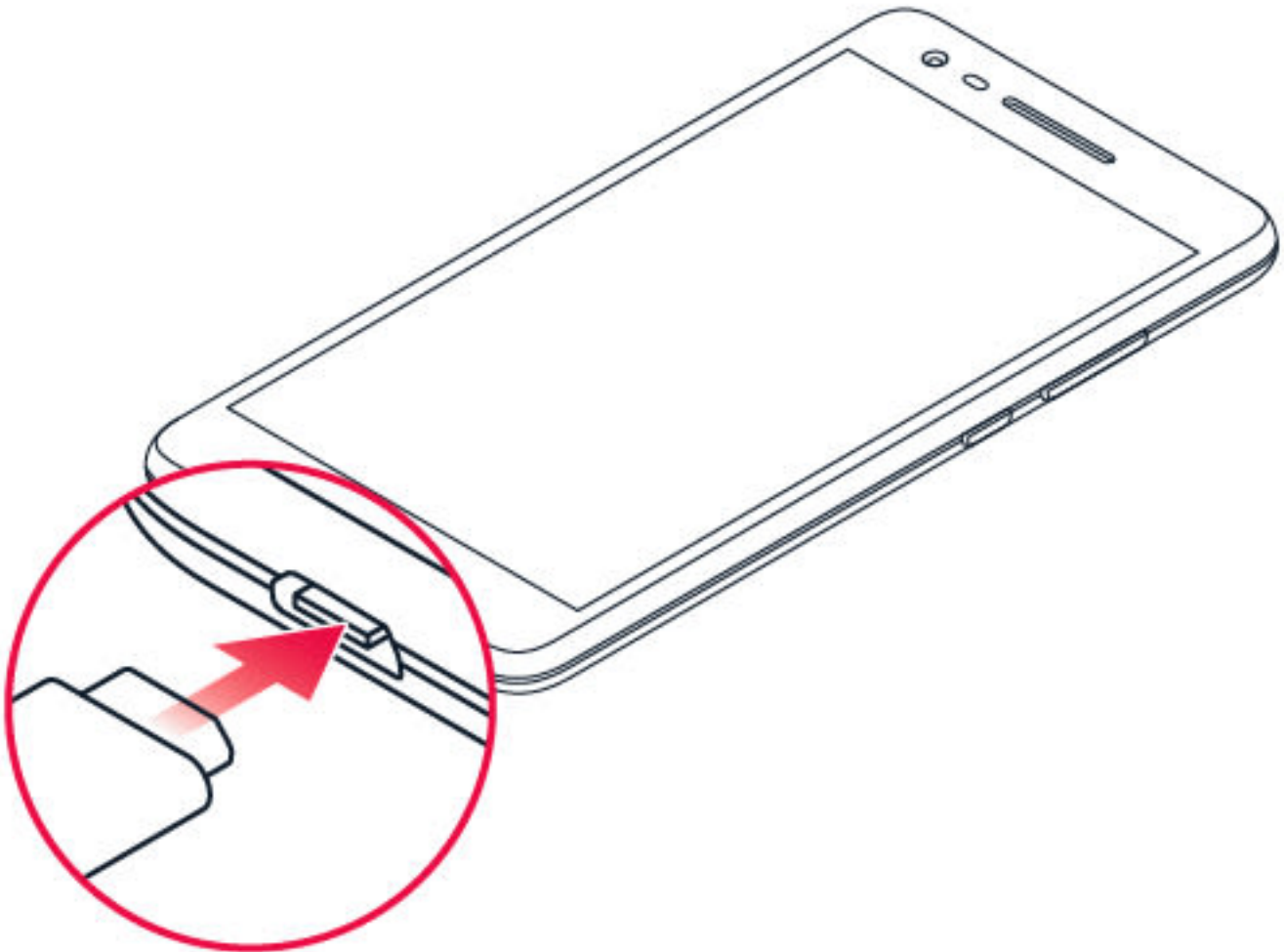
1. Your phone comes with the SIM card preinstalled, but if you want to swap the SIM, slide the SIM card holder to the left and open it up. Put a nano-SIM card in the SIM slot with the contact area face down.
2. Close down the holder and slide it to the right to lock it in place.



**Note:** Switch the device off and disconnect the charger and any other device before removing any covers. Avoid touching electronic components while changing any covers. Always store and use the device with any covers attached.

## CHARGE YOUR PHONE

### Charge your phone



1. Insert the small end of the USB cable into the phone.
2. Insert the larger end into the charger and plug it into an outlet.

Your phone supports the USB micro-B cable. You can also charge your phone from a computer with a USB cable, but it may take a longer time.

If the battery is completely discharged, it may take several minutes before the charging indicator is displayed.

## SWITCH ON AND SET UP YOUR PHONE

When you switch your phone on for the first time, your phone guides you to set up your network connections and phone settings.

## Switch on your phone

1. To switch on your phone, press and hold the Power/Lock button until the phone vibrates.
2. When the phone is switched on, choose your language and region.
3. Follow the instructions shown on your phone.

## Transfer data from your previous phone

You can transfer data from an old phone to your new phone using your Google account.

To back up data on your old phone to your Google account, refer to your old phone's user guide.

1. Tap **Settings** > **Users & accounts** > **Add account** > **Google**.
2. Select which data you want to restore on your new phone. The sync starts automatically once your phone is connected to the internet.

## Restore app settings from your previous Android™ phone

If your previous phone was an Android, and back up to Google account is enabled on it, you can restore your app settings and Wi-Fi passwords.

1. Tap **Settings** > **System** > **Backup**.
2. Switch **Backup to Google Drive** to **On**.

## LOCK OR UNLOCK YOUR PHONE

### Lock your phone

If you want to avoid accidentally making a call when your phone is in your pocket or bag, you can lock your buttons and screen.

To lock your buttons and screen, press the Power/Lock button.

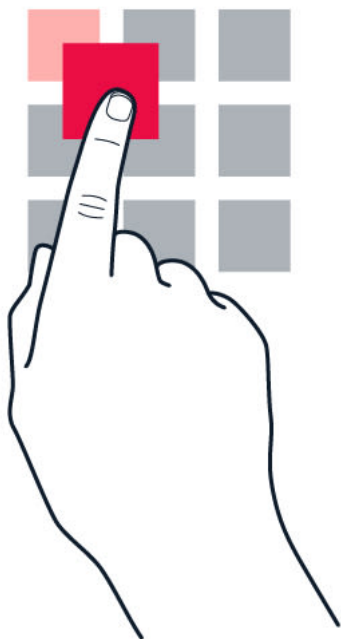
### Unlock the buttons and screen

Press the Power/Lock button, and swipe up across the screen. If asked, provide additional credentials.

## USE THE TOUCH SCREEN

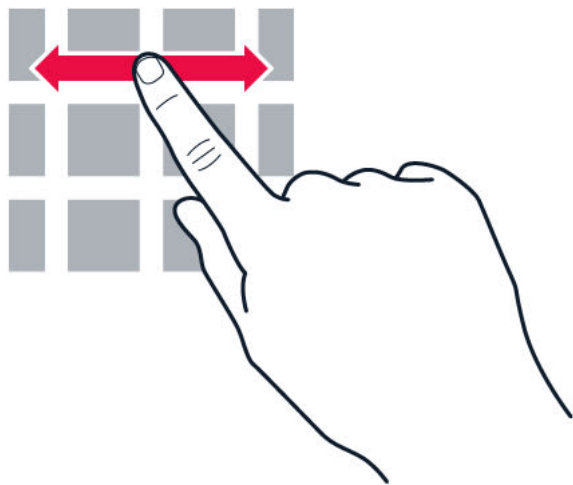
**Important:** Avoid scratching the touch screen. Never use an actual pen, pencil, or other sharp object on the touch screen.

### Tap and hold to drag an item



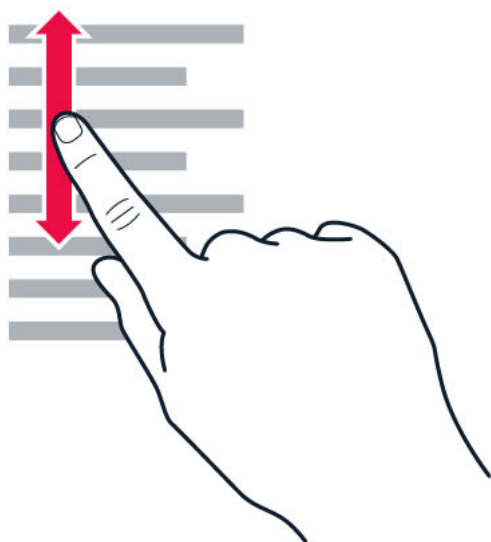
Place your finger on the item for a couple of seconds, and slide your finger across the screen.

## Swipe



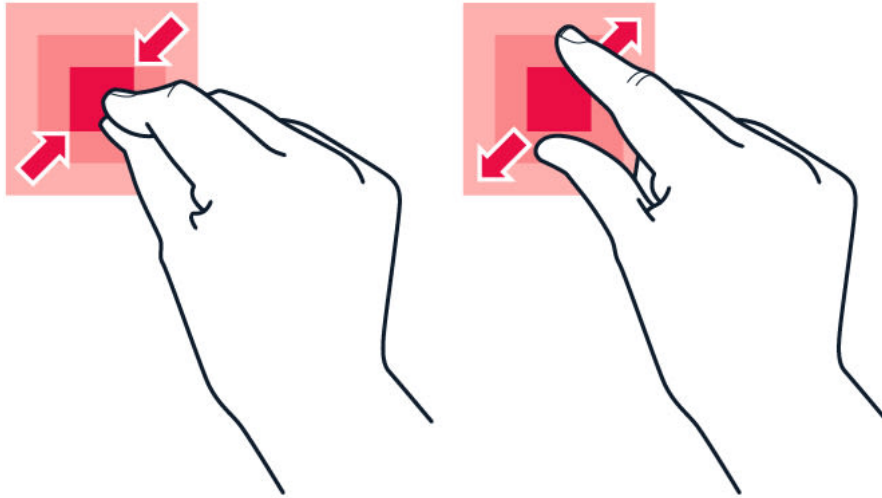
Place your finger on the screen, and slide your finger in the direction you want.

## Scroll through a long list or menu



Slide your finger quickly in a flicking motion up or down the screen, and lift your finger. To stop the scrolling, tap the screen.

## Zoom in or out



Place 2 fingers on an item, such as a map, photo, or web page, and slide your fingers apart or together.

## Lock the screen orientation


The screen rotates automatically when you turn the phone 90 degrees.


To lock the screen in portrait mode, swipe down from the top of the screen, and tap **Auto-rotate** to switch to **Portrait**.

## Use the navigation keys

To see which apps you have open, tap the recent apps key .

To switch to another app, tap the app you want. To close an app, tap the **×** icon next to it.

To go back to the previous screen you were in, tap the back key . Your phone remembers all the apps and websites you've visited since the last time your screen was locked.

To go to the home screen, tap the home key . The app you were in stays open in the background.

## 3 Basics

### PERSONALIZE YOUR PHONE

Learn how to personalize the home screen and how to change ringtones.

#### Change your wallpaper

Tap **Settings** > **Display** > **Wallpaper**.

#### Change your phone ringtone


Tap **Settings** > **Sound** > **Phone ringtone**.

#### Change your message notification sound

Tap **Settings** > **Sound** > **Advanced** > **Default notification sound**.

### OPEN AND CLOSE AN APP

#### Open an app

On the home screen, tap an app icon to open it. To open one of the apps running in the background, tap , and select the app.


#### Close an app

Tap , and tap  on the app you want to close.

#### Find your apps

On the home screen, swipe up from the bottom of the screen to see all your apps.

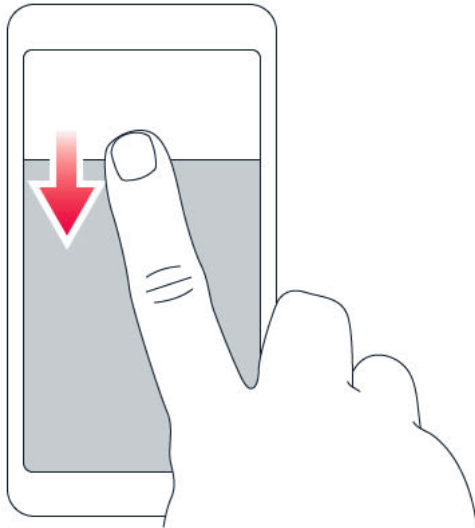
#### Close all running apps

Press , swipe up through all apps, and tap **CLEAR ALL**.

## NOTIFICATIONS

Stay in touch with what's happening on your phone with notifications.

### Use the notification panel




When you receive new notifications, such as messages or missed calls, indicator icons appear on the status bar at the top of the screen. To see more information about the notifications, drag the status bar down. To close the view, swipe up on the screen.

To open the notification panel, drag the status bar down. To close the notification panel, swipe up on the screen.

To change the notification settings of an app, tap **Settings** > **Apps & notifications** > **Notifications** > **App notifications** and tap the app name to open the app settings. You can turn off or on the notifications per each app individually. To see the apps which are not allowed to send notifications, tap **All apps** > **Apps: Turned off**.

### Use the quick setting icons

To activate features, tap the quick settings icons on the notification panel. To see more icons, drag the menu down.

To rearrange the icons, tap , tap and hold an icon, and then drag it to another location.

## CONTROL VOLUME


### Change the volume

If you have trouble hearing your phone ringing in noisy environments, or calls are too loud, you can change the volume to your liking by using the volume buttons on the side of your phone.



Do not connect to products that create an output signal, as this may damage the device. Do not connect any voltage source to the audio connector. If you connect an external device or headset, other than those approved for use with this device, to the audio connector, pay special attention to volume levels.

### Change the volume for media and apps

Press a volume button on the side of your phone to see the volume status bar, tap , and drag the slider on the volume bar for media and apps left or right.

### Set the phone to silent

To set the phone to silent, press and hold the volume up button, and then press the button again. The first press sets the phone to vibrate only, and the second press sets it to silent.



**Tip:** Don't want to keep your phone in silent mode, but can't answer right now? To silence an incoming call, press the volume down button. You can also set your phone to mute the ringing when you pick the phone up: tap **Settings** > **System** > **Gestures** > **Mute on pickup**, and switch to on.

If you want to be able to reject an incoming call by turning over the phone, tap **Settings** > **System** > **Gestures** > **Turn over to reject call**, and switch to on.

## SCREENSHOTS

### Take a screenshot

To take a screenshot, open the notification panel, and drag the status bar downwards. Tap **Screen capture**. You can view captured images in **Photos**.

Screenshots alternate method: To take a screenshot, press the volume down button and Power/Lock button at the same time.


It is not possible to capture a screenshot while using some apps and features.

## BATTERY LIFE

Get the most out of your phone while getting the battery life you need. There are steps you can take to save power on your phone.

### Extend battery life

To save power:

1. Always charge the battery fully.
2. Mute unnecessary sounds, such as touch sounds. Tap **Settings** > **Sound** > **Advanced**, and under **Other sounds and vibrations**, select which sounds to keep.
3. Use wired headphones, rather than the loudspeaker.
4. Set the phone screen to switch off after a short time. Tap **Settings** > **Display** > **Advanced** > **Sleep** and select the time.
5. Tap **Settings** > **Display** > **Brightness level**. To adjust the brightness, drag the brightness level slider. Make sure that **Adaptive brightness** is disabled.
6. Stop apps from running in the background: tap , and close the apps you don't need.
7. Switch on the power saver: tap **Settings** > **Battery** > **Battery saver**, and switch to **On**.
8. Use location services selectively: Switch location services off when you don't need them. Tap **Settings** > **Security & Location** > **Location**, and switch to **Off**.
9. Use network connections selectively: switch Bluetooth on only when needed. Use a Wi-Fi connection to connect to the internet, rather than a mobile data connection. Stop your phone scanning for available wireless networks. Tap **Settings** > **Network & Internet** > **Wi-Fi**, and switch to **Off**. If you're listening to music or otherwise using your phone, but don't want to make or receive calls, switch the airplane mode on. Tap **Settings** > **Network & Internet** > **Airplane mode**.

Airplane mode closes connections to the mobile network and switches your device's wireless features off.

## SAVE ON DATA ROAMING COSTS

You can cut data roaming costs and save on your phone bills by changing mobile data settings. To use the optimal connection method, change the Wi-Fi and mobile networks settings.

Data roaming means using your phone to receive data over networks that your network service provider doesn't own or operate. Connecting to the internet when roaming, especially when abroad, can increase data costs substantially.

Using a Wi-Fi connection is generally faster and less expensive than using a mobile data connection. If both Wi-Fi and mobile data connections are available, your phone uses the Wi-Fi connection.

### Connect to a Wi-Fi network

1. Tap **Settings** > **Network & Internet** > **Wi-Fi**.
2. Make sure Wi-Fi networking is switched to **On**.
3. Select the connection you want to use.

## Close the mobile data connection

Swipe down from the top of the screen, tap  **Mobile data** and switch **Mobile data** off.



**Tip:** To follow your data usage, tap **Settings** > **Network & Internet** > **Data usage**.

## Stop data roaming

Tap **Settings** > **Network & Internet** > **Mobile network**, and switch **Roaming** off.

## WRITE TEXT

Learn how to write text quickly and efficiently using your phone's keyboard.

### Use the on-screen keyboard

Writing with the on-screen keyboard is easy. You can use the keyboard when holding your phone in portrait or landscape mode. The keyboard layout can vary in different apps and languages.

To open the on-screen keyboard, tap a text box.

### Switch between upper and lower case characters

Tap the shift key. To switch caps lock mode on, double-tap the key. To return to normal mode, tap the shift key again.

### Type in a number or special character

Tap the numbers and symbols key. Some special character keys bring up more symbols. To see more symbols, tap and hold a symbol or special character.

### Insert emojis

Tap the emoji key, and select the emoji.

### Copy or paste text

Tap and hold a word, drag the markers before and after the word to highlight the section you want to copy, and tap **COPY**. To paste the text, tap where you want to paste the text and select **PASTE**.

## Add an accent to a character

Tap and hold the character, and tap the accent or the accented character, if supported by your keyboard.

## Delete a character

Tap the backspace key.

## Move the cursor

To edit a word you just wrote, tap the word, and drag the cursor to the place you want.

## Use keyboard word suggestions

Your phone suggests words as you write, to help you write quickly and more accurately. Word suggestions may not be available in all languages.

When you start writing a word, your phone suggests possible words. When the word you want is shown in the suggestion bar, select the word. To see more suggestions, tap and hold the suggestion.



**Tip:** If the suggested word is marked in bold, your phone automatically uses it to replace the word you wrote. If the word is wrong, tap and hold it to see a few other suggestions.

If you do not want the keyboard to suggest words while typing, turn off the text corrections. Tap **Settings** > **System** > **Languages & input** > **Virtual keyboard**. Select the keyboard you normally use. Tap **Text correction** and switch off the text correction methods you do not want to use.

## Correct a word

If you notice that you have misspelled a word, tap it to see suggestions for correcting the word.

## Switch spell checker off

Tap **Settings** > **System** > **Languages & input** > **Advanced** > **Spell checker**, and switch **Spell checker** to **Off**.

## DATE AND TIME

Keep track of time – learn how to use your phone as a clock, as well as an alarm clock, and how to keep your appointments, tasks, and schedules up to date.

## Set date and time

Tap **Settings** > **System** > **Date & time**.

### Update the time and date automatically

You can set your phone to update the time, date, and time zone automatically. Automatic update is a network service and may not be available depending on your region or network service provider.

1. Tap **Settings** > **System** > **Date & time**.
2. Switch **Automatic date & time** on.
3. Switch **Automatic time zone** on.

### Change the clock to the 24-hour format


Tap **Settings** > **System** > **Date & time**, and switch **Use 24-hour format** on.

## CLOCK AND ALARM

Your clock is not just for alarms – learn what else you can do.


### Use the countdown timer

No more overcooking – use the countdown timer to measure your cooking times.

1. Tap **Clock** >  **TIMER**.
2. Set the duration of the timer.



### Use the stopwatch

Use the stopwatch to see how you improve on the running track.


Tap **Clock** >  **STOPWATCH**.

## Set an alarm

You can use your phone as an alarm clock.

1. Tap **Clock** >  **ALARM**.
2. To add an alarm, tap .
3. To modify an alarm, tap it. To set the alarm to repeat on specific dates, check **Repeat** and highlight the days of the week.



## Snooze an alarm

If you don't want to get up just yet, when the alarm sounds, swipe the alarm left. To adjust the snooze length, tap **Clock** >  > **Settings** > **Snooze length** and select the length to your liking.

## Switch an alarm off

When the alarm sounds, swipe the alarm right.

## Delete an alarm

Tap **Clock** >  **ALARM**. Select the alarm, and tap  **Delete**.

# CALCULATOR

Forget your pocket calculator – there's a calculator in your phone.

## Use the calculator

Tap **Calculator**.

To use the advanced calculator, swipe the bar from the right edge of the screen to the left.

# ACCESSIBILITY

You can change various settings to make using your phone easier.

### **Increase or decrease the font size**

Do you want to have larger fonts on your phone?

1. Tap **Settings** > **Accessibility**.
2. Tap **Font size**. To increase or decrease the font size, drag the font size level slider.

### **Increase or decrease the display size**

Do you want to make the items on your screen smaller or larger?

1. Tap **Settings** > **Accessibility**.
2. Tap **Display size** and to adjust the display size, drag the display size level slider.

## 4 Connect with your friends and family

### CALLS

#### Make a call

1. Tap .
2. Type in a number, or tap  and select a contact you want to call.
3. Tap .

#### Answer a call

When the phone rings, swipe up to answer.



**Tip:** Don't want to keep your phone in silent mode, but can't answer right now? To silence an incoming call, press the volume down key.


#### Reject a call

To reject a call, swipe down.


### CONTACTS

Save and organize your friends' and family members' phone numbers.

#### Save a contact from call history


1. In **Phone**, tap  to see call history.
2. Tap the number you want to save.
3. Select if you want to **Create new contact** or **Add to a contact**.
4. Type in the contact information, and tap **SAVE**.

#### Add a contact


1. In Phone, tap  > **CREATE NEW CONTACT**.
2. Fill out the information.
3. Tap **SAVE**.





## Edit a contact

1. Tap **Contacts** and tap the contact you want to edit.
2. Tap .
3. Edit the information.
4. Tap **SAVE**.



## Search for a contact

1. Tap **Contacts**.
2. Tap .

## Filter your contacts list

Tap **Contacts** >  >  **Settings**, tap **Sort by** or **Name format** under the Contacts list.




## Import or export contacts

Tap **Contacts** >  >  **Settings** > **Import/export**.


# SEND AND RECEIVE MESSAGES

Keep in touch with your friends and family members through text messages.

## Send a message

1. Tap **Messages**.
2. Tap .
3. To add a recipient, type their number in a recipients box. To add a contact, start typing their name and tap the contact.
4. After choosing all the recipients, tap .
5. Write your message in the text box.
6. Tap .



**Tip:** If you want to send a photo in a message, tap **Photos**, tap the photo you want to share, and tap . Select **Messages**.

## Read a message

1. Tap **Messages**.
2. Tap the message you want to read. You can also read a message from the notification panel. Slide down from the top of the screen and tap the message.

## Reply to a message

1. Tap **Messages**.
2. Tap the message you want to reply to.
3. Write your reply in the text box below the message and tap ➤.

## MAIL

You can use your phone to read and reply to mail when you're on the go.

### Add a mail account

When you use the Gmail app for the first time, you are asked to set up your email account.

1. Tap **Gmail**.
2. You can select the address connected with your Google account or tap **Add an email address**.
3. After adding all the accounts, tap **TAKE ME TO GMAIL**.



### Delete a mail account

1. Tap **Settings** > **Users & accounts**.
2. Tap the account you want to delete and tap **REMOVE ACCOUNT**.



### Send mail

1. Tap **Gmail**.
2. Tap ✎.
3. In the **To** box, type in an address, or tap
4. Type in the message subject and the mail.
5. Tap ➤.

## Read and reply to mail

1. Tap **Gmail**.
2. Tap the message you want to read.
3. To reply the message, tap , or tap  > **Reply all**.

## Delete mail

1. Tap **Gmail**.
2. Tap the message you want to delete and tap .
3. To delete multiple messages, tap the circle with the recipient's initial to select messages and tap .

## GET SOCIAL

Want to connect and share stuff with the people in your life? With social apps, you can stay up to date with what's happening with your friends.

### Social apps

To keep in touch with your friends and family, sign in to your instant messaging, sharing, and social networking services. Select the service you want to use from your Home screen. Social apps are available in the **Google Play Store**. The available services may vary.

### Installing apps

1. From the Home screen, tap **Apps** > **Play Store**.
2. Tap the search bar to look for apps, or select apps from your recommendations.
3. In the app description, tap **INSTALL** to download and install the app.


## 5 Camera

### CAMERA BASICS

Why carry a separate camera if your phone has all you need for capturing memories? With your phone's camera, you can easily take photos or record videos.



#### Take a photo

Shoot sharp and vibrant photos – capture the best moments in your photo album.

1. Tap **Camera**.
2. Take aim and focus.
3. Tap .



#### Take a selfie

Need that perfect selfie? Use the phone's front camera to take one.




1. Tap **Camera**.
2. Tap  to switch to the front camera.
3. Take aim and focus.
4. Tap .

### RECORD A VIDEO

#### Record a video

1. Tap **Camera**.
2. To switch to the video recording mode, swipe left.
3. Tap  **Video** to start recording.
4. To stop recording, tap .
5. To go back to camera mode, swipe right.


#### Record a slow motion video

1. To switch to the video recording mode, swipe left.
2. Tap .
3. Tap **Slow Motion**.
4. Tap  to start recording.
5. To stop recording, tap .


## USE YOUR CAMERA LIKE A PRO

Use the different modes in your camera to enhance the quality of your photos.

### Learn about your camera settings



In the Camera app, tap  >  **Settings** to learn more about each setting.

### Use the camera in the manual mode



With the manual mode, you can take close-ups, wide angle photos, and adjust the AWB (Auto White Balance). To try out the manual mode, tap **Camera** >  > **Manual**.

### Take photos with a timer

Want to have time to get in the shot too? Try out the timer.

1. Tap **Camera**.
2. Tap . The button shows the timer setting. To change it, tap it again.
3. Select the duration of the timer.
4. Tap .

### Take high quality photos

In the Camera app, tap  >  **Settings** > **Resolution**, and set the resolution that you want to.

## SAVE YOUR PHOTOS AND VIDEOS TO A MEMORY CARD

If there is a memory card in your phone, and your phone memory is filling up, save the photos you take and videos you record to the memory card.



**Tip:** For the best video quality, record videos to your phone memory. If you record videos to the memory card, it is recommended that the microSD card you use is a fast 4–128GB card by a well-known manufacturer.

## Change the location of saved photos and videos

1. Tap **Camera**.
2. Tap **≡ > ⚙ Settings > Data storage**.

## YOUR PHOTOS AND VIDEOS

### View photos and videos on your phone

Want to relive those important moments? View photos and videos on your phone.

Tap **Photos**.

### Copy your photos and videos to your computer

Do you want to view your photos or videos on a larger screen? Move them to your computer.

You can use your computer's file manager to copy or move your photos and videos to the computer.

Connect your phone to the computer with a compatible USB cable. To set the USB connection type, open the notification panel, and tap the USB notification.

### Share your photos and videos

You can share your photos and videos quickly and easily for your friends and family to see.

1. In **Photos**, tap the photo you want to share and tap **↩**.
2. Select how you want to share the photo or video.

## 6 Internet and connections

### ACTIVATE WI-FI

Using a Wi-Fi connection is generally faster and less expensive than using a mobile data connection. If both Wi-Fi and mobile data connections are available, your phone uses the Wi-Fi connection.

#### Turn on Wi-Fi

1. Tap **Settings** > **Network & Internet** > **Wi-Fi**.
2. Switch Wi-Fi to **On**.
3. Select the connection you want to use.

Your Wi-Fi connection is active when  is shown on the status bar at the top of the screen.

**Important:** Use encryption to increase the security of your Wi-Fi connection. Using encryption reduces the risk of others accessing your data.



**Tip:** If you want to track locations when satellite signals are not available, for example when you're indoors or between tall buildings, switch Wi-Fi on to improve positioning accuracy.

### USE A MOBILE DATA CONNECTION

#### Close the mobile data connection

Swipe down from the top of the screen, tap  **Mobile data** and switch **Mobile data** off.

#### Turn on the mobile data connection

Swipe down from the top of the screen, tap **Mobile data** and switch **Mobile data** on.

#### Use a mobile data connection when roaming

Tap **Settings** > **Network & Internet** > **Mobile network**, and switch **Roaming** to **On**.<sup>1</sup>



**Tip:** To follow your data usage, tap **Settings** > **Network & Internet** > **Data usage**.

<sup>1</sup>

Connecting to the internet when roaming, especially when abroad, can raise data costs substantially.

## BROWSE THE WEB

### Use your phone to connect your computer to the web

It's simple to use the internet on your laptop on the go. Turn your phone into a Wi-Fi hotspot, and use your mobile data connection to access the internet with your laptop or other device.

1. Tap **Settings** > **Network & Internet** > **Hotspot & tethering**.
2. Switch on the **Wi-Fi hotspot** to share your mobile data connection over Wi-Fi, **USB tethering** to use a USB connection, or **Bluetooth tethering** to use Bluetooth.

The other device uses data from your data plan, which may result in data traffic costs. For info on availability and costs, contact your network service provider.

### Start browsing

No need for a computer – you can easily browse the internet on your phone. Catch up on the news, and visit your favorite websites. You can use the browser on your phone to view web pages on the internet.

1. Tap **Chrome**.
2. Type a web address and tap →.



**Tip:** If your network service provider doesn't charge you a fixed fee for data transfer, to save on data costs, use a Wi-Fi network to connect to the internet.

### Open a new tab

When you want to visit several websites at the same time, you can open new browser tabs and switch between them.

In Chrome,

1. Tap the box next to the address bar.
2. Tap **+**.

### Switch between tabs

In Chrome,

1. Tap the box next to the address bar.
2. Tap the tab you want.



## Close a tab


In Chrome,

1. Tap the box next to the address bar.
2. Tap **X** on the tab you want to close.

## Search the web

Explore the web and the outside world with Google search. You can use the keyboard to write your search words.


In Chrome,

1. Tap the search bar.
2. Write your search word in the search box.
3. Tap .

You can also select a search word from the proposed matches.

## Use your data plan efficiently

If you're worried about your data usage costs, your phone helps you prevent some apps from sending or receiving data when running in the background.

1. Tap **Settings** > **Network & Internet** >  **Data usage** > **Data saver**.
2. Switch **Data saver** to **On**.

## CLOSE A CONNECTION

### Close internet connections

Save your battery by closing internet connections that are open in the background. You can do it without closing any apps.

1. Tap **Settings** > **Network & Internet** > **Wi-Fi**.
2. Switch **Wi-Fi** to **Off**.

## Close the mobile data connection

Swipe down from the top of the screen, tap  **Mobile data** and switch **Mobile data** off.

## Turn on airplane mode

1. Tap **Settings** > **Network & Internet**.
2. Switch on **Airplane mode**.

Airplane mode closes connections to the mobile network and switches your device's wireless features off. Comply with the instructions and safety requirements given by, for example, an airline, and any applicable laws and regulations. Where allowed, you can connect to a Wi-Fi network to, for example, browse the internet or switch Bluetooth sharing on in airplane mode.

## BLUETOOTH®

You can connect wirelessly to other compatible devices, such as phones, computers, headsets, and car kits. You can also send your photos to compatible phones or to your computer.

### Connect to a Bluetooth accessory

You can connect your phone with many useful Bluetooth devices. For example, with a wireless headset (sold separately), you can speak on the phone hands-free – you can continue what you're doing, such as working at your computer, during a call. Connecting a phone to a Bluetooth device is called pairing.

1. Tap **Settings** > **Connected devices** > **Bluetooth**.
2. Switch **Bluetooth** to **On**.
3. Make sure the other device is switched on. You may need to start the pairing process from the other device. For details, see the user guide for the other device.
4. To pair your phone and the device, tap the device on the list of discovered Bluetooth devices.
5. You may need to type in a passcode. For details, see the user guide for the other device.


Since devices with Bluetooth wireless technology communicate using radio waves, they do not need to be in direct line-of-sight. Bluetooth devices must, however, be within 10 meters (33 feet) of each other, although the connection may be subject to interference from obstructions such as walls or from other electronic devices.

Paired devices can connect to your phone when Bluetooth is switched on. Other devices can detect your phone only if the Bluetooth settings view is open.

Do not pair with or accept connection requests from an unknown device. This helps to protect your phone from harmful content.

## Remove a pairing

If you no longer have the device with which you paired your phone, you can remove the pairing.

1. Tap **Settings** > **Connected devices** > **Bluetooth**.
2. Tap  next to a device name.
3. Tap **FORGET**.

## Connect to your friend's phone with Bluetooth

You can use Bluetooth to wirelessly connect to your friend's phone, to share photos, and much more.


1. Tap **Settings** > **Connected devices** > **Bluetooth**.
2. Make sure Bluetooth is switched on in both phones.
3. Make sure the phones are visible to each other. You need to be in the Bluetooth settings view for your phone to be visible to other phones.
4. You can see the Bluetooth phones within range. Tap the phone you want to connect to.
5. If the other phone needs a passcode, type in or accept the passcode, and tap **Pair**.

The passcode is only used when you connect to something for the first time.

## Send your content using Bluetooth

When you want to share your content or send photos you've taken to a friend, use Bluetooth to send them to compatible devices.

You can use more than one Bluetooth connection at a time. For example, while using a Bluetooth headset, you can still send things to another device.

1. Tap **Settings** > **Connected devices** > **Bluetooth**.
2. Switch **Bluetooth** to **On**.
3. Go to the content you want to send, and tap  > **Bluetooth**.
4. Tap the device to connect to. You can see the Bluetooth devices within range.
5. If the other device needs a passcode, type in the passcode. The passcode, which you can make up, must be typed in on both devices. The passcode in some devices is fixed. For details, see the user guide of the other device.

The location of the received files depends on the other device. For details, see the user guide for the other device.

## VPN


You may need a virtual private network (VPN) connection to access your company resources, such as intranet or corporate mail, or you may use a VPN service for personal purposes.

Contact your company IT administrator for details of your VPN configuration, or check your VPN service's website for additional info.


### Use a secure VPN connection

1. Tap **Settings** > **Network & Internet** > **VPN**.
2. To add a VPN profile, tap **+**.
3. Type in the profile info as instructed by your company IT administrator or VPN service.

### Edit a VPN profile

1. Tap  next to a profile name.
2. Change the info as required.

### Delete a VPN profile

1. Tap  next to a profile name.
2. Tap **FORGET VPN**.

## 7 Music and videos

### MUSIC

Listen to your favorite music wherever you are.

#### Play music

1. Tap **Play Music** > ≡ > **Music library**.
2. Tap the artist, album, song, genre, or playlist you want to play.

#### Pause or resume playback

Tap **⏏** to pause and **▶** to resume.



**Tip:** To play songs in random order, tap **⌵**.

#### Create a playlist

Organise your songs into playlists, so you can listen to music that fits your mood.

1. When playing a song, tap **⋮** > **Add to playlist**.
2. To add a song to your new playlist, tap **NEW PLAYLIST**, or, to add a song to an existing playlist, select the playlist from the list.

#### Add songs to your phone

If you have music or videos stored on your computer, but want to access them on your phone, use a USB cable to sync the media between your phone and computer.

1. Connect your phone to a compatible computer with a USB cable.
2. In your computer's file manager, drag and drop your songs and videos to your phone.

### VIDEOS

Have your favourite media with you while on the move – watch videos wherever you are.

## Play a video

Tap **Photos** and tap the video you want to play.



**Tip:** To pause playback, tap **⏸**. To resume, tap **▶**.

## Fast forward or rewind a video

To fast forward or rewind a video, drag the slider at the bottom of the screen right or left.

## FM RADIO

### Listen to FM Radio

Enjoy your favourite radio stations on the go.

1. To listen to the radio, you need to connect a compatible headset to the phone. The headset acts as an antenna.<sup>1</sup>
2. After you have connected the headset, tap **FM Radio**.
3. To turn the radio on or off, tap **⏻**.



**Troubleshooting tip:** If the radio doesn't work, make sure the headset is connected properly.

### Go to the next or previous station

Tap **▶▶** or **◀◀**.

### Save a radio station

Want to listen to a radio station later? Save the station.

To save the station that you are listening to, tap **☆**.

### View your saved stations list

Tap **☰ > Favorite List**.

## Remove a station from favorites

Tap ☆ when listening to a station.



**Tip:** To listen to a radio station using the phone's speakers, tap ⋮ **Speaker on**. Keep the headset connected.

1

The headset may be sold separately.

## 8 Organize your day

### CALENDAR

Keep track of time – learn how to keep your appointments, tasks, and schedules up to date.

#### Manage calendars

Tap **Calendar** > ≡, and select what type of calendar you want to see.

Calendars are added automatically when you add an account to your phone. To add a new account with a calendar, go to the apps menu and tap **Settings** > **Users & accounts** > **Add account**.

#### Add an event

To remember an appointment or an event, add it to your calendar.

1. In **Calendar**, tap **+** and select an entry type.
2. Type in the details you want, and set the time.
3. To make an event repeat on certain days, tap **More options** > **Does not repeat**, and select how often the event should repeat.
4. To edit the reminder time, tap the reminder time, and select the time you need.



**Tip:** To edit an event, tap the event and , and edit the details.

#### Delete an appointment

1. Tap the event.
2. Tap **:** > **Delete**.



## 9 Maps

### FIND PLACES AND GET DIRECTIONS


#### Find a spot

**Maps Go** helps you find specific locations and businesses.

1. Tap **Maps Go**.
2. Write search words, such as a street address or place name, in the search bar.
3. Select an item from the list of proposed matches as you write, or tap → on the keyboard to search.


The location is shown on the map. If no search results are found, make sure the spelling of your search words is correct.

#### See your current location

Tap **Maps Go** > .

#### Get directions to a place

Get directions for walking, cycling, driving, or using public transport – use your current location or any other place as the start point.

1. Tap **Maps Go** and enter your destination in the search bar.
2. Tap **DIRECTIONS**. The highlighted icon shows the mode of transportation, for example . To change the mode, select the new mode under the search bar.
3. If you don't want the starting point to be your current location, tap **Your location**, and search for a new starting point.

The route is shown on the map, along with an estimate of how long it takes to get there. To see detailed directions, tap **ROUTE INFO**.

### USE LOCATION SERVICES

Use Maps to find out where you are, attach your location to the photos you take. Location info can be attached to a photo or video, if your location can be determined using satellite or network technology. If you share a photo or video that contains location info, the location info may be shown to those who view the photo or video. Some apps can use your location info to offer you a wider variety of services.

## Switch on location services

Your phone shows your location on the map using a satellite positioning system, Wi-Fi, or network (Cell ID) based positioning.

The availability, accuracy and completeness of the location info depend on, for example, your location, surroundings, and third party sources, and may be limited. Location info may not be available, for example, inside buildings or underground. For privacy info related to positioning methods, see the HMD Global Privacy Policy, available at <http://www.hmd.com/privacy>.

Some satellite positioning systems may require transferring small amounts of data over the mobile network. If you want to avoid data costs, for example when traveling, you can switch the mobile data connection off in your phone settings.

Wi-Fi positioning improves positioning accuracy when satellite signals are not available, especially when you are indoors or between tall buildings. If you're in a place where the use of Wi-Fi is restricted, you can switch Wi-Fi off in your phone settings.

Tap **Settings** > **Security & location**, and switch **Location** on.

## 10 Apps and services

### GOOGLE PLAY

Your Android phone can live up to its full potential with Google Play – apps, music, movies and books are all readily available for your entertainment.

#### Add a Google account to your phone

1. Tap **Settings** > **Users & accounts** > **Add account** > **Google**. If asked, confirm your device lock method.
2. Type in your Google account credentials and tap **Next**, or, to create a new account, tap **Create account**.
3. Follow the instructions on your phone.

#### Download apps

Unleash your phone's potential – there are apps waiting in the Google Play Store to help you with this.

1. Tap **Play Store**.
2. Tap the search bar to look for apps, or select apps from your recommendations.
3. In the app description, tap **INSTALL** to download and install the app.

To see your apps, go to the home screen and swipe up from the bottom of the screen.

You need to have a Google account added to your phone to use Google Play services. Charges may apply to some of the content available in Google Play. To add a payment method, tap **Play Store** > ≡ > **Account** > **Payment methods**. Always be sure to have a permission from the payment method owner when buying content from Google Play.

#### Update apps

Update your **Play Store** apps to get all the latest features and bug fixes.

1. Tap **Play store** > ≡ > **My apps & games** to see available updates.
2. Tap the app with an update available and **UPDATE**.

You can also update all apps at once. In **My apps & games**, tap **UPDATE ALL**.

## Remove downloaded apps

Tap **Play Store** > ≡ > **My apps & games**, choose an app you want to remove from your Library, and tap ✕ to uninstall.

## Get music, movies, or books with Google Play

With Google Play, you can gain access to songs, movies, and books.

Tap **Play Store** > ≡ > **Books**, **Movies & TV**, or **Music** to learn more.

## 11 Software updates and backups

### UPDATE YOUR PHONE SOFTWARE

Stay in step with the beat – update your phone software and apps wirelessly to get new and enhanced features for your phone. Updating the software may also improve your phone performance.

#### Install available updates

Tap **Settings** > **System** > **System update** > **Check for update** to check if updates are available.

When your phone notifies you that an update is available, just follow the instructions shown on your phone. If your phone is low on memory, you may need to move your apps, photos, and other stuff to the memory card.

**Warning:** If you install a software update, you cannot use the device, even to make emergency calls, until the installation is completed and the device is restarted.

Before starting the update, connect a charger or make sure the device battery has enough power, and connect to Wi-Fi, as the update packages may use up a lot of mobile data.

### BACK UP YOUR DATA

To ensure your data is safe, use the backup feature in your phone. Your device data (such as Wi-Fi passwords and call history) and app data (such as settings and files stored by apps) will be backed up remotely.

#### Switch on automatic backup

Tap **Settings** > **System** > **Backup**, and switch back up on.

### RESTORE ORIGINAL SETTINGS AND REMOVE PRIVATE CONTENT FROM YOUR PHONE

Accidents can happen – if your phone is not working properly, you can restore its settings. Or, if you buy a new phone, or otherwise want to dispose of or recycle your phone, here's how you can remove your personal info and content. Note that it is your responsibility to remove all private content.

## Reset your phone

1. Tap **Settings** > **System** > **Reset options** > **Erase all data (factory reset)**.
2. Follow the instructions shown on your phone.

## STORAGE

To check how much memory you have available, tap **Settings** > **Storage**.

### Check available memory on your phone

If the phone memory is getting full, first check for and remove things you no longer need:

- Text, multimedia, and mail messages
- Contact entries and details
- Apps
- Music, photos, or videos



Instead of removing, you can also move the files to the memory card.

The quality of your memory card may affect the performance of your phone greatly. To get the best out of your phone, use a fast 4–128GB card by a well-known manufacturer.

Use only compatible memory cards approved for use with this device. Incompatible cards may damage the card and the device and corrupt data stored on the card.

To check how much memory you have available and how it's being used, tap **Settings** > **Storage**.

### Remove downloaded apps

Tap **Play Store** >  > **My apps & games**, choose an app you want to remove from your Library, and tap  to uninstall.

### Disable an app

You can't delete some apps that were pre-installed on your device. But you can disable them and they will be hidden from the list of apps on your device. If you disable an app, you can add it back to your device.

1. Tap **Settings** > **Apps & notifications**.

2. Tap **App info**.
3. Tap the app name.
4. Tap **DISABLE**. You may not be able to disable all apps.

If an installed app depends on a removed app, the installed app may stop working. For details, see the user documentation of the installed app.

### **Add back a disabled app**

You can add a disabled app back to the list of apps.

1. Tap **Settings** > **Apps & notifications**.
2. Tap **App info**.
3. Tap **All apps** > **Disabled apps**.
4. Tap the app name.
5. Tap **ENABLE**.

### **Copy content between your phone and computer**

You can copy photos, videos, and other content created by you between your phone and computer to show or store them.

1. Connect your phone to a compatible computer with a compatible USB cable.
2. On your computer, open a file manager, and browse to your phone.
3. Drag and drop items from your phone to the computer, or from your computer to the phone.

Make sure you put the files in the right folders on your phone, or you may not be able to see them.

## 12 Protect your phone

### PROTECT YOUR PHONE WITH A SCREEN LOCK

You can set your phone to require authentication when unlocking the screen.

#### Set a screen lock

1. Tap **Settings** > **Security & location** > **Screen lock**.
2. Choose the type of lock and follow the instructions on your phone.

### CHANGE YOUR SIM PIN CODE

If your SIM card came with a default SIM PIN code, you can change it to something more secure.

#### Select your SIM PIN

You can choose which digits to use for the SIM PIN. The SIM PIN code can be 4 digits.

Tap **Settings** > **Security & Location** > **SIM card lock** > **Change SIM PIN**.



**Tip:** If you don't want to protect your SIM with a PIN code, switch **Lock SIM card** to **Off**, and type in your current PIN.

### FIND MY DEVICE

#### Locate or lock your phone

If you lose your phone, you may be able to find, lock, or erase it remotely if you have signed in to a Google Account. Find My Device is on by default for phones associated with a Google Account.

To use Find My Device, your lost phone must be:

- Turned on
- Signed in to a Google Account
- Connected to mobile data or Wi-Fi
- Visible on Google Play
- Location turned on
- Find My Device turned on

When Find My Device connects with your phone, you see the phone's location, and the phone gets a notification.



1. Open [android.com/find](https://android.com/find) on a computer, tablet or phone connected to the internet and sign in to your Google Account.
2. If you have more than one phone, click the lost phone at the top of the screen.
3. On the map, see about where the phone is. The location is approximate and may not be accurate.

If your device can't be found, Find My Device will show its last known location, if available. To lock or erase your phone, follow the instructions on the web site.

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