
HUAWEI MediaPad 10 FHD

User Guide



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1 Introduction

Thank you for choosing the HUAWEI MediaPad 10 FHD (HUAWEI MediaPad for short).

With HUAWEI MediaPad, you can:

- > Access the Internet
- > Take photos and record video
- > Watch videos
- > Listen to music
- > Lots more

HUAWEI MediaPad helps your imagination and creativity run freely. Start using it now to discover all the pleasant surprises that await you.



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

2 Getting Started

Your HUAWEI MediaPad at a Glance



- | | | | |
|---|------------|---|-------------------|
| 1 | Microphone | 2 | microSD card slot |
|---|------------|---|-------------------|

3	Light sensor	4	Front camera
5	Power key	6	Volume keys
7	Bluetooth/Wi-Fi antenna	8	Rear camera
9	Flash	10	GPS antenna
11	Composite headphone/ audio-input jack	12	Speaker
13	Power and multifunctional port	14	Docking mount

Installing a microSD Card




1. Open the card slot cover.

2. Insert the microSD card with its golden contacts facing upward, as indicated in the preceding figure. Push the card inward until it clicks into place.
3. Close the card slot cover.




Do not remove the card slot cover from the tablet.

To remove the microSD card when HUAWEI MediaPad is powered on, first touch  > **Storage** > **Unmount SD card** from the Home screen. Then open the card slot cover, and gently press the microSD card. The microSD card then pops out.

Charging the Battery

1. Connect your charger to the provided USB cable.
2. Connect the charger to a power outlet.
3. Connect your HUAWEI MediaPad to the USB cable to start charging the battery.

If HUAWEI MediaPad is powered on, the battery icon in the status bar turns  when the battery is fully charged.

Battery Usage Precautions

- > If HUAWEI MediaPad has not been used for a long time or the battery power is low, you may not be able to power it on immediately after you begin charging the battery. This is normal. Allow the battery to charge for a few minutes before attempting to power your HUAWEI MediaPad on.
- > The battery is rechargeable. Rechargeable batteries have a limited number of charge cycles. When your HUAWEI MediaPad is used for a long time, its standby

time will be shortened. To maximize its lifespan, do not charge the battery too frequently.

- > The time required to fully charge the battery depends on the ambient temperature and the age of the battery.

Powering On or Off HUAWEI MediaPad

Powering On HUAWEI MediaPad

Press and hold the power key until HUAWEI MediaPad vibrates.



If HUAWEI MediaPad has not been used for a long time, or the battery is fully depleted, you may not be able to power it on immediately after you start charging the battery. Allow the battery to charge for a few minutes with HUAWEI MediaPad powered off before attempting to use it.

Powering Off HUAWEI MediaPad

Press and hold the power key until a dialog box is displayed. Then follow the onscreen instructions to power off HUAWEI MediaPad.

Gestures

The following simple finger gestures make it easy to use your HUAWEI MediaPad.



Touch: Touch an item to select or open it.



Double-click: Touch the screen twice consecutively to zoom in.



Touch and hold: Touch and hold the screen to display an options menu.



Flick: Flick up or down to scroll up or down. Flick left or right to switch between screens.





Drag: Touch and hold an item to drag it to another position.




Pinch: Pinch two fingers together or apart to zoom in or out. You can use this gesture when browsing photos and web pages.

Unlocking the Screen

HUAWEI MediaPad supports multiple screen unlock methods. The default unlock method is used as an example to illustrate how to unlock the screen.

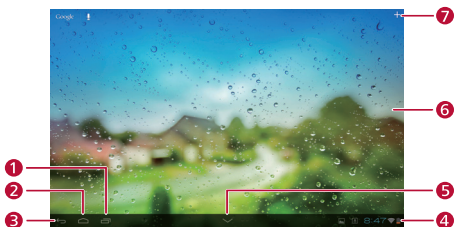
1. Press the Power key to wake up the screen.
2. Drag  to the right until it reaches .



- > When the screen lock is set to 2D unlock mode, flick left or right in the clock area on a locked screen to switch to the **Music+** player.
- > You can drag  to shortcut icons on the top, left, or bottom to quickly access the corresponding applications.

Home Screen





















HUAWEI MediaPad provides an easy-to-use screen layout. This section describes the screen elements and basic operations.






-
- | | |
|---|---------------------------------------|
| 1 | View recent and running applications. |
|---|---------------------------------------|
-
- | | |
|---|----------------------------|
| 2 | Return to the Home screen. |
|---|----------------------------|
-
- | | |
|---|--------------------------------|
| 3 | Return to the previous screen. |
|---|--------------------------------|
-
- | | |
|---|--|
| 4 | Display the time, Wi-Fi connection status, signal strength, battery level, and more. Touch the clock to open the notification panel. |
|---|--|
-
- | | |
|---|---|
| 5 | Hide the operation bar. To open the operation bar, gently slide upward from the bottom of the screen. |
|---|---|
-
- | | |
|---|-----------------------------------|
| 6 | Display widgets and applications. |
|---|-----------------------------------|
-
- | | |
|---|--------------|
| 7 | Add widgets. |
|---|--------------|
-

Notification and Status Icons

The notification bar displays icons to inform you of HUAWEI MediaPad's status.

	Airplane mode		Bluetooth on
	Receiving location data from GPS		Charging
	Battery full		Battery low
	New emails		Preparing the microSD card
	Upcoming events		Undisplayed notifications
	Uploading		Downloading
	Memory full		Login or synchronization problem
	Synchronizing data		Synchronization failed
	Connected to a computer		USB tethering on
	Wi-Fi networks available		Wi-Fi network connected




-  > When  is displayed, charge your HUAWEI MediaPad as soon as possible; otherwise it will automatically power off soon.
- > When your storage space is almost full,  is displayed. Delete some files or applications; otherwise you will not be able to install or run applications on HUAWEI MediaPad.

Notification Panel

HUAWEI MediaPad can execute multiple tasks simultaneously. For example, you can browse the Internet while downloading applications. You can check the task progress or result using the notification panel.

Touch the status bar in the lower right corner of the screen to open the notification bar. You can then check task progress and new notifications.

You can also perform the following operations:

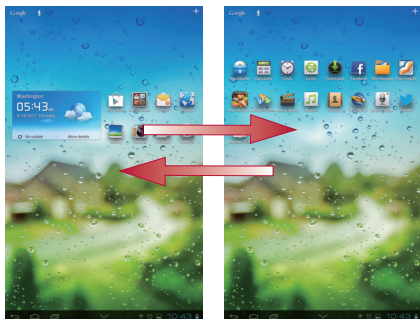
- > Touch  or other icons to enable or disable the corresponding functions, such as Wi-Fi and Bluetooth.
- > Touch  to display the settings screen.
- > Slide your finger left or right across a notification to delete it.
- > Touch  to clear the notification panel.

To close the notification panel, touch the Home screen.

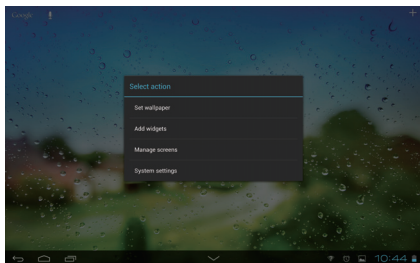
Operations on the Home Screen

- > To open an application, from the Home screen, touch the application icon.

- > To switch between screens, from the Home screen, flick left or right.




- > To customize the Home screen, touch and hold a blank area on the Home screen to customize the wallpaper, widgets, and more.



Tilt Sensor

A tilt sensor is a built-in system that automatically adjusts the display orientation when you rotate the device.

If you rotate HUAWEI MediaPad when browsing a web page, viewing an image, or composing a message, the orientation of your screen will change to the landscape or portrait view automatically. You can also install tilt sensor-based games, such as car racing games.

To disable the auto-rotate function, open the notification panel, and switch off .

Docking

A dedicated docking for your HUAWEI MediaPad is available separately.

After connecting to a docking, HUAWEI MediaPad is transformed into a laptop computer with physical keyboard.


You can conveniently operate HUAWEI MediaPad and connect it to other devices through the ports on the docking.



3 Text Input

Bringing Up and Hiding the Onscreen Keyboard

HUAWEI MediaPads are pre-installed with multiple text input methods. You can conveniently enter text using the onscreen keyboard.

- > To bring up the onscreen keyboard, touch a text input field.
- > To hide the onscreen keyboard, touch .




If the onscreen keyboard blocks some of the operation buttons, hide the onscreen keyboard to facilitate your operations.


If you prefer a physical keyboard, you can purchase a laptop docking.

Selecting an Input Method

To switch between input methods:

1. Touch a text field to bring up the onscreen keyboard.
2. Touch  in the notification bar.
3. From the displayed options menu, select the desired input method.



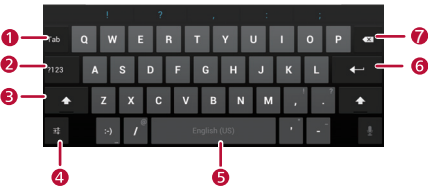
From the Home screen, touch  > **Language & input** to set the default input method.

Editing Text

You can copy, cut, and paste text using the onscreen keyboard.

- 1. To edit text, touch and hold the text field until two blue cursors appear.
- 2. Drag the cursors to select the text you want to edit.
- 3. Touch **Select all**, **Copy**, or **Cut** to perform the corresponding operation. You can also touch the delete button on the onscreen board to delete the selected text.

Android Input Method



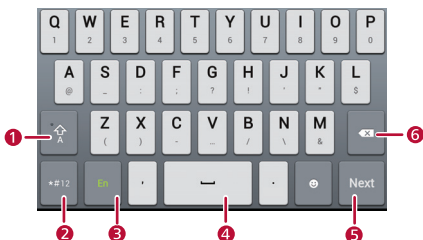
1	Switch to the next text input field.
2	Switch to number and symbol input mode.
3	Switch between upper and lower cases.

	Open the Input options menu, where you can select the input language or configure the
4	Android input method settings, for example, enable or disable auto-capitalization and sound on keypress.
5	Enter a space.
6	Start a new line.
7	<ul style="list-style-type: none"> > Touch to delete the character to the left of the cursor. > Touch and hold to delete all characters to the left of the cursor.



The preceding figure is for your reference only. The keys may look slightly different.

Huawei Input Method



1	Switch between upper and lower cases.
2	Switch to number and symbol input mode.
3	Select an input language.
4	Enter a space.
5	Start a new line.
6	<ul style="list-style-type: none"> > Touch to delete the character on the left of the cursor. > Touch and hold to delete all characters on the left of the cursor.

4 Customizing HUAWEI MediaPad

You can customize HUAWEI MediaPad to express your individuality by setting any photo as the wallpaper, select Home screen widgets, and set ringtones.

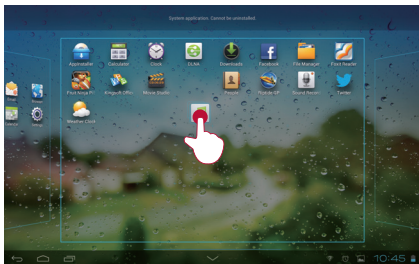
Moving a Home Screen Item

You can organize Home screen items as you want.

1. To move an item, touch and hold it until HUAWEI MediaPad vibrates.
2. Drag the item to a desired position, and then release it.



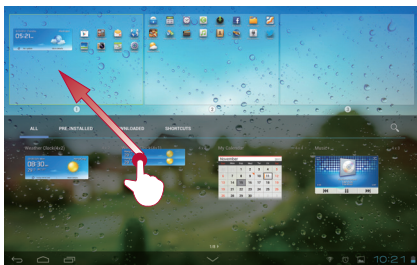
To move an item to another Home screen, drag the item to the left or right edge of the screen and hold. The previous or next Home screen is then displayed.



Adding Widgets to the Home Screen


You can add widgets, such as the calendar, music player, and weather clock, to the Home screen. To add a widget to the Home screen:

1. Touch **+** in the upper right corner of the screen.
2. Touch and hold a widget and drag it to the desired position, and release it.



Removing a Home Screen Icon

You can remove Home screen icons you no longer want. To delete an icon:

 Removing an application icon uninstalls the corresponding application. Please exercise caution.

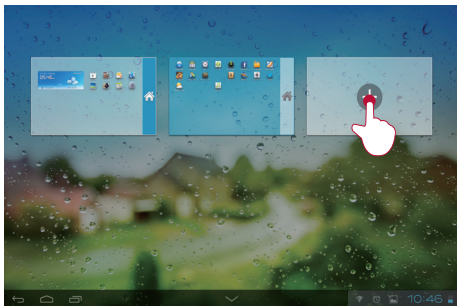
1. Touch and hold the icon you want to delete until HUAWEI MediaPad vibrates.

2. Drag the icon to the trash icon, and then release it.

Adding a Home Screen

Adding Home screens enables you to put more applications and widgets on the Home screen, helping you better organize your applications. To add a Home screen:

1. Touch and hold a blank area on the Home screen.
2. From the displayed options menu, choose **Manage screens**.
3. Touch **+**.



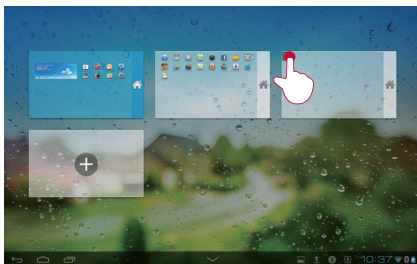
You can have up to six Home screens.

Deleting a Home Screen

You can delete a Home screen you no longer want. To delete a Home screen:

Note that only blank Home screens can be deleted.

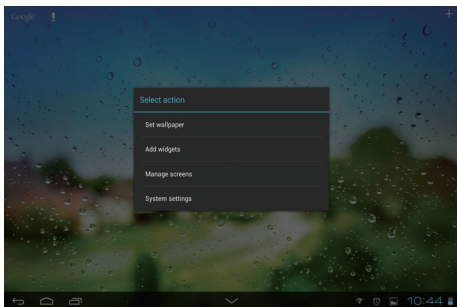
1. Touch and hold a blank area on the blank Home screen.
2. From the displayed options menu, choose **Manage screens**.
3. Touch **X** in the upper left corner.



Customizing the Wallpaper


You can set a photo as the wallpaper:

1. Touch and hold a blank area on the Home screen.
2. From the displayed options menu, choose **set wallpaper**.
3. Follow the onscreen instructions.



Adjusting the Volume


You can set the volume of the tones, multimedia, alarms, and notifications.

1. From the Home screen, touch  > **Sound > Volumes**.
2. Drag the sliders to adjust the volumes.

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

Setting the Ringtone

You can set any audio file, such as a song or recording, as the ringtone.

1. From the Home screen, touch  > **Sound > Default notification**.


2. From the displayed options menu, choose **Local music**.
3. Touch the audio file you want, then **OK**.

Adjusting the Screen Brightness

HUAWEI MediaPad incorporates a light sensor that can automatically adjust the screen brightness based on the ambient light. You can also manually adjust the screen brightness.




Decreasing the screen brightness reduces HUAWEI MediaPad's power consumption.

1. From the Home screen, touch  > **Display** > **Brightness**.
2. Select how you want to adjust the screen brightness.
 - > Automatic: select the **Automatic brightness** check box.
 - > Manual: clear the **Automatic brightness** check box and drag the slider.

Setting the Screen Timeout Period

To reduce power consumption, HUAWEI MediaPad automatically locks its screen if it is idle for a specified period. You can set the timeout period as you wish.

1. From the Home screen, touch  > **Display** > **Sleep**.
2. Choose a timeout period.

5 Internet Connection

This chapter describes how to set up Internet connection on your HUAWEI MediaPad.

Wi-Fi Network


A Wi-Fi network is a wireless local area network. Wi-Fi devices can maintain a high-speed connection to the Wi-Fi network even when they are moving. Wi-Fi networks are widely applied in homes and public places, such as hotels and libraries.

Connecting to a Wi-Fi Network

You can connect HUAWEI MediaPad to a Wi-Fi network and access the Internet through the Wi-Fi network.

To do so, ensure that a wireless network is available. When you use HUAWEI MediaPad at your home, turn on the wireless router to set up a Wi-Fi hotspot; when you use HUAWEI MediaPad in a public place, such as a library or a shopping mall, there may be open Wi-Fi networks.

HUAWEI MediaPad's power consumption increases after you turn on the Wi-Fi function. To save battery, disable the Wi-Fi function when you do not need to use it.

1. From the Home screen, touch  > **Wi-Fi**.
2. Turn on **Wi-Fi**. Your device then scans for available Wi-Fi networks in range.
3. Select the desired Wi-Fi network.
 - > You can connect to open Wi-Fi networks directly.

- > For an encrypted Wi-Fi network, enter the password when prompted.

When HUAWEI MediaPad is connected to a Wi-Fi network, you can touch its name to view connection details, such as the network speed, encryption mode, and IP address.


With Wi-Fi turned on, after HUAWEI MediaPad returns to the coverage of a previously connected Wi-Fi network, it automatically reconnects to the Wi-Fi network.

Connecting to a Wi-Fi Network Using the WPS Button

Wi-Fi Protected Setup (WPS) is a function to encrypt a Wi-Fi network by pressing one button. You do not need to enter a password. WPS ensures the network security and simplifies the encryption process.

To connect HUAWEI MediaPad to a Wi-Fi network using WPS, ensure that the router that provides the Wi-Fi supports WPS.

After you press the WPS button on the wireless router, perform the following operations on HUAWEI MediaPad within 2 minutes:

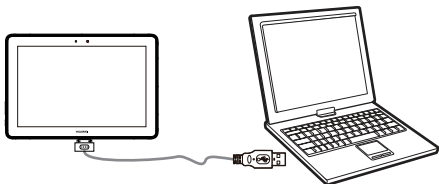
1. Follow the wireless router's user guide to set up a Wi-Fi network. Press the WPS button on the router to start the WPS negotiation (this operation may vary, depending on the wireless router you use).
2. From HUAWEI MediaPads Home screen, touch  > **Wireless & networks**.
3. Select the desired Wi-Fi network.

4. Select **Show advanced options**. For **WPS**, choose the WPS connection method corresponds to the access point, and follow the onscreen instructions to complete WPS authentication.
5. Touch **Connect**.

USB Tethering

You can share HUAWEI MediaPad's network connection using USB tethering.

This function enables devices to share a network connection through a USB connection.




To use USB Tethering, ensure that HUAWEI MediaPad has Internet access.

Using USB tethering may incur data traffic charges, depending on which version of HUAWEI MediaPad you purchased. For details about traffic fees, contact your service provider.

Sharing HUAWEI MediaPad's Data Connection

Connect HUAWEI MediaPad to a computer using a USB cable. You can then access the Internet from the computer using HUAWEI MediaPad's data connection.

1. Connect HUAWEI MediaPad to a Wi-Fi network.
2. Connect HUAWEI MediaPads multifunctional port to the computer's USB port using the provided USB cable.
3. From the Home screen, touch . From **WIRELESS & NETWORKS**, choose **More....** Then touch **Tethering**.
4. Select the **USB tethering** check box. After a USB tethering connection is set up, you can access the Internet using the computer.



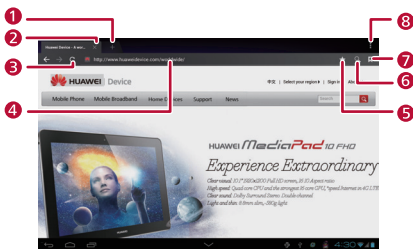
You cannot use your HUAWEI MediaPad's USB tethering function and access its microSD card as a mass storage device at the same time.

6 Browser

The browser lets you surf the web and browse web pages.

Browsing Web Pages

From the Home screen, touch  to launch the browser.



- 1 Open a new tab.
- 2 Close the current tab.
- 3 Refresh the current page.
- 4 Enter a web address.
- 5 Add the current page to bookmarks.
- 6 Open the search box.
- 7 View the bookmarks.


Downloading a File

You can download files, images, and even applications from web pages. The downloaded files will be saved in your HUAWEI MediaPad's internal memory or the microSD card.

For example, to download an image from a web page, touch and hold the image, and choose **Save image** from the displayed options menu. To download a file from a web page, touch and hold the link to the file, and choose **Save link** from the displayed options menu.





To protect HUAWEI MediaPad and your personal data, download from trusted sources only. To do

so, touch  > **Security**, and clear the **Unknown sources** check box.



Managing Bookmarks

You can set websites as bookmarks to access them quickly.

1. From the Home screen, touch  to launch the browser.
2. Touch  to display the bookmark management screen.
3. Touch and hold a bookmark to share, open, or delete it.



Setting Your Home Page

You can set any web page as the home page.

1. From the Home screen, touch  to launch the browser.
2. Select  > **Settings** > **General**.
3. Touch **Set homepage** and follow the onscreen instructions.

Clearing the Browsing History

To better protect your privacy, it is recommended that you clear the browsing history from time to time.


1. From the Home screen, touch  to launch the browser.
2. Touch  > **Settings** > **Privacy & security**.
3. Scroll down and touch **Clear history**.

7 Sharing Data


You can share data with others anytime anywhere.

Sharing Files Using Bluetooth

Bluetooth enables you to conveniently send and receive photos, videos, and other files to your families and friends. You can share files with Bluetooth-enabled devices directly without an Internet connection.

1. From the Home screen, touch .
2. Touch and hold the desired file.
3. From the displayed options menu, touch **Share** > **Bluetooth**, and follow the onscreen instructions.

Receiving Files Using Bluetooth

1. From the Home screen, touch  > **Bluetooth**.
2. Turn on Bluetooth. HUAWEI MediaPad then searches for available Bluetooth devices within range and displays them in a list.
3. Select the desired device and follow the onscreen instructions to set up a connection.
4. After the connected Bluetooth device sends a file, a message is displayed in HUAWEI MediaPads notification bar. Open the notification, and touch **Accept** from the displayed dialog box to receive the file.



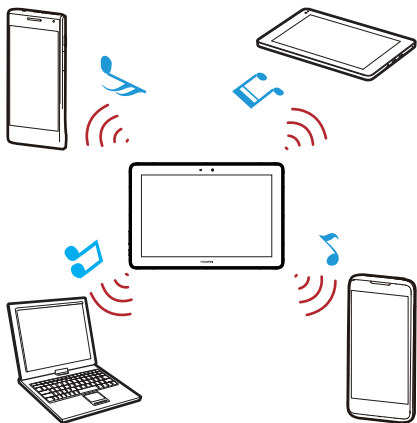
Respond to Bluetooth pairing or data transmission requests promptly to avoid connection failure.

DLNA

The Digital Living Network Alliance (DLNA) aims to implement intercommunication between computers and other electronic products through wired and wireless networks, providing users with seamless digital media services.

DLNA enables users on the same Wi-Fi network to share multimedia files easily. Using DLNA, you can:

- > Share multimedia files with your friends.
- > Access multimedia files on other DLNA devices.
- > Play multimedia files on other devices and control the playback.



Touch  to open DLNA.



To get help information, touch  > **Help**.

Connecting to a Computer

You can connect HUAWEI MediaPad to a computer to exchange data.

1. Connect HUAWEI MediaPads multifunctional port to the computer's USB port using the provided USB cable.
2. From the displayed options menu on the computer, select the desired connection method to connect to HUAWEI MediaPad. You can then view files or exchange data.



When you connect to the computer for the first time, a driver installation wizard will be displayed on the computer. Follow the wizard to install the driver. If no wizard is displayed, double-click the icon corresponding to HUAWEI MediaPad in My Computer to start the installation.

Copying Files from a Computer

Ensure that your HUAWEI MediaPad is connected to a computer and the driver program has been installed.

1. From the displayed options menu, touch **Media device (MTP)** on HUAWEI MediaPad.
2. On the computer, open the USB flash drive corresponding to HUAWEI MediaPad from My Computer.

3. Select desired files from the computer, and copy them to the desired folder on HUAWEI MediaPad.



The preceding descriptions apply to computers running Windows operating systems only.

Operations in other operating systems may vary.


Accounts and Synchronization

You can synchronize data, such as contacts, emails, and events, between HUAWEI MediaPad and the account server.

You can also synchronize data between HUAWEI MediaPad and email and social networking accounts.

Adding an Account

HUAWEI MediaPad enables to you add multiple accounts, such as email accounts. After adding an account, you can synchronize data between the account and the server.

1. From the Home screen, touch  > **Accounts & sync**.
2. Touch **Add account**.
3. Select an account type, enter your email address and password, and touch **Next**.
4. Follow the onscreen instructions to configure the account. It is recommended that you keep the default settings.



After an account is set up, it appears in the account management list.

You can set the account name, email signature, and mailbox refresh frequency, and synchronize your calendar and contacts on HUAWEI MediaPad with the account server.

Removing an Account

You can remove accounts you no longer need.


This will not affect any data stored on the server.

1. From the Home screen, touch  > **Accounts & sync**.
2. Select the account you want to delete.
3. Touch  > **Remove account** > **Remove account**.

Synchronizing Between Accounts

You can synchronize data between different accounts.



The data you can synchronize varies with the account service provider. Generally speaking, you can synchronize emails, contacts, and events.

1. From the Home screen, touch  > **Accounts & sync**.
2. Select the account you want to synchronize.
3. Touch **Sync now** in the upper right corner of the screen.

8 Contacts

HUAWEI MediaPad records your family's and friends' contact information. You can import, export, back up, and restore contacts.

Creating a Contact

1. From the Home screen, touch  to display the contact list.
2. Touch .
3. Enter the contact information, such as the name, phone number, and email address.




You can touch **Add another field** to enter more information about the contact, for example, **Notes**, **Nickname**, and **Website**.

4. Touch  to save the contact.

Synchronizing Contacts






You can synchronize contacts between your HUAWEI MediaPad and Microsoft Exchange or Google accounts.

1. From the Home screen, touch  > **Accounts & sync**.
2. Touch the account you want to synchronize with.
3. Under **Data & synchronization**, touch **Sync contacts**.

If you have not set up the account you want to synchronize with on HUAWEI MediaPad, touch **Add account** from the

Accounts & sync screen, and follow the onscreen instructions to set up the account. After the account is set up, HUAWEI MediaPad automatically synchronizes with it.


Editing a Contact


1. From the Home screen, touch  to display the contact list.
 2. Touch the contact you want to edit.
 3. Touch  to edit the contact.
-  > Touch  to delete unwanted entries.
- > Touch **Add another field** to add contact information.
4. Touch  to save the changes.

Joining Contacts

To avoid duplicate contacts, join two or more contacts together to form a single contact.



You can join contacts stored in the internal memory only, and not those stored in the SIM card.

1. From the Home screen, touch  to display the contact list.
2. Select the contact you want to merge.
3. From the contact details, touch **Manage joined contacts**.
4. Touch **Add contact**, and select the contact you want to merge with the first contact.



You can touch  next to a joint contact to delete it.


Searching For a Contact

HUAWEI MediaPad enables you to find a contact by entering any contact information, such as the phone number or name.

1. From the Home screen, touch  to display the contact list.
2. Touch  and enter any contact information in the displayed search box.
3. From the search results, find the contact you want.




Deleting a Contact

1. From the Home screen, touch  to display the contact list.
2. Select the contact you want to delete.
3. Touch  > **Delete** > **OK**.






To delete multiple contacts at a time, from the contact list, touch  > **Delete contacts**, and select the contacts you want to delete.

Creating a Contact Group

You can assign contacts to a contact group, and send messages and emails to them. For example, you can save your frequent contacts to a group.



1. From the Home screen, touch  to display the contact list.
2. Touch **Groups**.
3. Touch  in the upper right corner of the screen.
4. Enter a group name.
5. Touch **Add members**.
6. Select contacts you want to add to the group, and touch **Add members**.
7. When you are done, touch  to save the group.

Editing a Contact Group

1. From the Home screen, touch  to display the contact list.
2. Touch the group icon to display the contact group list, then the group you want to edit, and touch .
3. You can then:
 - > Edit the group name: Touch the group name editing field, and enter a new name.
 - > Add contacts to the group: Touch **Add members**, select the contacts you want to add to the group, and touch **Add members** > .
 - > Remove contacts from the group: Touch  on the right of the contact name.
4. Touch  to save the changes.



Backing Up Contacts to a microSD Card

You can back up your contacts to a microSD card in case your contacts are lost because of system upgrade or by mistake.

1. From the Home screen, touch  to display the contact list.
2. Touch  > **Manage contacts**.
3. From the displayed options menu, choose **Export to storage** > **OK**.

Importing Contacts from a microSD Card

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



1. Save the contacts you want to import as a .vcf file and save the file to a microSD card.
2. Insert the microSD card into HUAWEI MediaPad.
From the Home screen, touch  >  > **Manage contacts**.
3. From the displayed options menu, choose **Import from storage**. Then follow the onscreen instructions to select the .vcf file you want to import, and touch **OK**.




The .vcf file you import may not be compatible with your HUAWEI MediaPad. In this case, some contacts may be lost after you import the files.

Sharing Contacts

You can share contacts in your HUAWEI MediaPad with others.

1. From the Home screen, touch  to display the contact list.
2. Touch the contact you want to share.
3. Touch  > **Share**.
4. From the displayed dialog box, choose how you want to share the contact.

To share multiple contacts, from the contact list, touch  > **Share contacts**, and select the desired contacts.


9 Email


Email enables you to conveniently communicate with others.

Setting Up an Email Account

HUAWEI MediaPad provides email functions. You can add email accounts to HUAWEI MediaPad and conveniently send and receive emails.


You must set required parameters correctly when adding an email account. For details, contact your email service provider.

1. From the Home screen, touch .
2. From the **Add account** screen, select the desired account type.
3. From the **Account settings** screen, enter your email address and password, and touch **Next**.
4. Follow the onscreen instructions to configure the other settings.




After you add an email account, you can touch  > **Settings** > **Add account** to add more accounts.

Setting Up a Gmail Account

Gmail is an email service provided by Google. After setting up a Gmail account, you can also enjoy other Google services, such as Maps and Gtalk.





To set up a Gmail account, touch  on the Home screen, and follow the onscreen instructions.

Sending an Email


1. From the Home screen, touch  to open your mailbox. If you have added multiple email accounts, select the desired one.
2. Touch  in the upper right corner of the screen. Then follow the onscreen instructions to enter the recipient, subject, and email content.
3. When the email is ready to be sent, touch .

Checking Email



If a new email arrives, a notification icon will be displayed in the notification bar.

1. From the Home screen, touch  to open your mailbox. If you have added multiple email accounts, select the desired one.
2. From the email list, select the email you want to read.
 - > Touch  to reply to the sender.
 - > Touch  to reply to all.
 - > Touch  to forward the email.




Mail retrieval may be slightly delayed depending on the network condition. Touch  in the upper right corner to refresh the email list.

Deleting an Email



1. From the Home screen, touch  to open your mailbox. If you have added multiple email accounts, select the desired one.
2. From the email list, select the email you want to delete.
3. Touch  to delete it.



To delete multiple emails together, select the emails you want to delete, and touch .

Configuring an Email Account

After you add an email account, you can change its settings.


1. From the Home screen, touch .
2. Touch  > **Settings**.
3. From the email account list, select the account you want to edit.
4. You can also configure general and notification settings.




Do not change **Server settings**; otherwise you may not be able to send or receive emails.

Deleting an Email Account

After you delete an email account, emails stored on the server are not deleted, but HUAWEI MediaPad will stop sending and receiving emails with the account.

1. From the Home screen, touch .


2. Touch  > **Settings**.
3. From the email account list, select the account you want to delete.
4. Touch **Remove account** to delete it.

10 Multimedia

HUAWEI MediaPad enables you to listen to music, view photos, and watch videos on an HD display.

Viewing Photos and Videos

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

1. From the Home screen, touch  to open the gallery.
2. Touch a photo or video to view it in full-screen mode. Flick left or right to view the previous or next file.



Pinch two fingers together or apart to zoom in or out. When the auto-rotate function is enabled, the screen orientation automatically changes if you rotate HUAWEI MediaPad.

While viewing a photo or playing a video, you can:



Play photos in the folder as slideshow.



Open the camera.






Share photos or videos.



Display more options.






Sharing Photos or Videos

You can share photos and videos via Bluetooth, emails, and more.

1. From the Home screen, touch  to open the gallery.
2. Touch and hold the photo, video, or folder until  is displayed at the top of the screen.
3. Touch , and choose how you want to share the selected file or folder, for example, using Bluetooth or DLNA. Then follow the onscreen instructions to complete your operation.

Editing a Photo

HUAWEI MediaPad provides powerful photo editing functions. You can remove red-eye, and rotate or crop a photo.

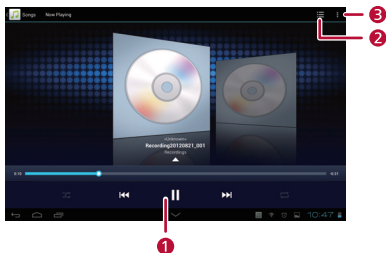
1. Open , then the desired photo.
2. Touch  > **Edit**. You can then:
 - > Touch  to adjust the brightness.
 - > Touch **FX** to cross-process or posterize the photo, and more.
 - > Touch  to tint the photo, make it negative, and more.
 - > Touch  to rotate or crop the photo, and more.
3. Touch **Save** to save the photo to the **Edited** folder.

Playing Music

Are you in the mood for music? HUAWEI MediaPad lets you listen to music easily wherever you are.

From the Home screen, touch  to open the music player.



Songs are categorized by album, artist, folder, and playlist, which enables you to find the desired song conveniently.






-
- | | |
|---|-----------------------|
| 1 | Control the playback. |
| 2 | Open the playlist. |
| 3 | Display more options. |
-

Playing Videos

HUAWEI MediaPad can work as a portable video player so that you can watch downloaded or streaming videos wherever you want.

1. From the Home screen, touch  to open the gallery.
2. Touch the video you want to watch, and touch  to play it.

- > When the video is playing, you can flick up or down to adjust the volume or screen brightness.
- > To avoid touching the screen mistakenly, touch  to lock the screen.
- > To control playback, touch  to unlock the screen. The playback controller is then displayed. Drag the slider to control the playback.

When playing a video, you can touch  in the upper right corner of the screen to display more options, such as setting the video screen size and control gestures, and subtitle preferences.

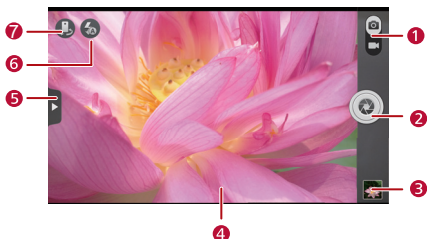
11 Camera

As time flies by, there must be some memories you want to keep forever. Camera is a great tool for this.

Taking Photos

Camera lets you seize every precious moment.





Touch  to open the camera.



-
- 1 Switch between camera and video capture modes.
-
- > Touch to take a photo.
- 2 > Touch and hold to focus the camera, and release your finger to take a photo.
-
- 3 Thumbnail of the previous shot. Touch to view the photos you took.
-

-
- 4 Viewfinder screen. Touch anywhere to focus the camera.
-

Touch to display the options menu as follows:

- >  : Select a picture mode.
- 5 >  : Select a filtering mode.
- >  : Select a picture effect.
- >  : Set the scene mode, white balance, ISO, and more.
-

- 6 Set the flash mode.
-





- 7 Switch between the rear and front cameras.
-

Recording Videos

Video camera enables you to record pieces of your life.


From the camera screen, drag the slider in the upper right corner to enter video camera mode.




1	Switch between camera and video capture modes.
2	Start recording.
3	Thumbnail of the previous shot. Touch to view videos in the gallery.
4	<p>Display the following options:</p> <ul style="list-style-type: none"> >  : Set the video quality. >  : Adjust the white balance. >  : Select a video effect. >  : Enable or disable video review and GPS tag.
5	Set the flash mode.
6	Switch between the rear and front cameras.

Taking a Panoramic Photo


You can take several photos and stitch them into a single photo.

1. From the camera screen, open the settings menu.
2. Touch  > **Panorama** to enter panoramic shooting mode.

3. Touch  to start shooting. Move HUAWEI MediaPad slowly to capture the view.








When the viewfinder screen turns red, the view is not captured. This may happen because you move HUAWEI MediaPad too fast, or the viewfinder scope exceeds that of the panoramic view.

4. Touch  to stop shooting. HUAWEI MediaPad then automatically generates a panoramic photo.

Recording an Audio Clip

HUAWEI MediaPad provides the audio recording function. You can record speeches, concerts, and so on.

1. From the Home screen, touch .
2. To start recording, touch .
3. To stop recording, touch .
4. To start playing the recording, touch .
5. To stop playing the recording, touch .



Ambient noise affects the recording quality. Place the microphone at the sound source to ensure the recording quality.

If a microSD card is installed on your HUAWEI MediaPad, recordings will be saved to the **Recordings** folder on the microSD card; if no microSD card is available, recordings will be saved to the **Recordings** folder in HUAWEI MediaPads internal memory.

12 Navigation

HUAWEI MediaPad can guide you to your destination.

GPS

Global Positioning System (GPS) uses satellites to provide positioning and navigation services globally.


In GPS, satellites send navigation data from outer space, which is received by GPS terminals on the ground. The GPS terminals analyze the navigation data and obtain their location information.

The positioning accuracy is influenced by the weather. In addition, GPS terminals may not be able to receive signals from the satellites when you use GPS in buildings.

Turning on GPS

To use location or navigation applications that are based on GPS location data, enable GPS on your HUAWEI MediaPad.

Turning on GPS increases HUAWEI MediaPad's power consumption. Turn off GPS when you do not need it.

1. From the Home screen, touch  > **Location services**.
2. Select **GPS satellites**.

Maps

The Maps application enables you to locate your current position and obtain traffic data and find businesses.

1. From the Home screen, touch **Google apps > Maps**.
2. You can then browse and control the maps using your fingers:
 - > Drag: move the map.
 - > Double-click: zoom in.
 - > Pinch together or apart: zoom in or out.


Viewing the Current Location

Maps lets you pinpoint your location.

1. From the Home screen, touch **Google apps > Maps**.
2. Find the blinking cursor that indicates your position.

Finding a Destination

Maps lets you quickly locate a destination on a map.

1. From the Home screen, touch **Google apps > Navigation**.
2. Touch  , and enter the destination.
3. Select the destination from the search results.
HUAWEI MediaPad then marks the location on the map.

Using Navigation

You can have the navigation system guide you to a destination by specifying the starting and ending points. It is like a professional tour guide.


1. From the Home screen, touch **Google apps > Navigation**.

2. Follow the onscreen instructions to enter information, such as the start location and transportation method.

13 Alarms

Adding an Alarm

Clock is a great assistant that helps you keep track of time and reminds you of important events.

1. From the Home screen, touch .
2. Touch **Set alarm > Add alarm**.
3. Set the alarm information, and touch **OK**.

Touch an alarm to set it. To add more alarms, touch **Add alarm**.

Deleting an Alarm

1. From the alarm list, touch and hold the alarm you want to delete.
2. Touch **Delete alarm > OK**.

Turning an Alarm On and Off

From the alarm list, select an alarm to enable it, or clear the check box to disable it.

Editing an Alarm


1. From the alarm list, touch the alarm you want to edit.
2. Configure the settings.
3. Touch **OK** to save the alarm.

14 Calendar

Calendar is an assistant that helps you remember anniversaries, birthdays, important meetings, and appointments.

Viewing the Calendar

With the calendar, you can create and manage your events, such as meetings and appointments.

1. From the Home screen, touch .
2. To switch between the day, week, month, and agenda view modes, touch the time on the upper left corner of the screen, or you can flick left or right or scroll up and down across the screen.

Agenda

Agenda automatically searches for your calendar events and lets you know your daily schedule at a glance. You can also set alarms for important events.

To view your agenda, touch **Agenda** from the calendar screen.



Synchronizing the Calendar

You can synchronize events between your HUAWEI MediaPad and your accounts, such as email accounts.

To synchronize your calendars with an account, ensure that:

- You have added the account on HUAWEI MediaPad.

> Events you want to synchronize are added to the specific account on your HUAWEI MediaPad.

1. From the Home screen, touch .
2. Touch  > **Settings** > **Add account**.
3. Select the desired account type, and follow the onscreen instructions to complete synchronization.

15 Managing Applications

Your HUAWEI MediaPad provides a rich collection of applications that make your life easier and more fun. This chapter describes basic operations you can perform to manage your applications.

Downloading an Application

You can install applications on HUAWEI MediaPad to expand its functionality and enrich your life.

To obtain applications, you can:



- > Download applications from online application stores, such as Google Play Store.
- > Connect HUAWEI MediaPad to a computer and copy downloaded applications from the computer.

Installing an Application

After you download an application, install it as follows:



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


1. From the Home screen, touch .
2. Select the application you want to install.
3. Touch  > **Install**.

4. Touch **Done**.




During the installation, an **Install blocked** message may be displayed. Read the message carefully. If you want to continue with the installation, touch **Settings** > **Security**, and select the **Unknown sources** check box to allow installation of non-market applications. Then touch ↩ to proceed.

Viewing Applications

1. From the Home screen, touch  > **Apps**.
2. Touch **All** to view all applications installed on your device.
3. Touch the application that you want to view its details about.

Uninstalling an Application

You can uninstall applications to free up the internal memory or the microSD card memory.

1. From the Home screen, touch  > **Apps**.
2. Touch **All** to view all applications installed on your device.
3. Touch the application you want to uninstall.
4. Touch **Uninstall** > **OK** to start uninstalling the application.

16 Cloud+ Services

YouTube

YouTube is a great online video player that lets you watch and upload videos.



Using YouTube incurs data usage. It is recommended that you connect your HUAWEI MediaPad to a Wi-Fi network before you start playing videos on YouTube.

Gtalk


Gtalk is an instant messaging tool provided by Google. With Gtalk, you can communicate with friends using text messages, voice chat, or video chat.

Logging In to Gtalk

To use Gtalk, register a Google account.



If you are logging in to Gtalk on HUAWEI MediaPad for the first time, follow the onscreen instructions to add a Google account.



From the Home screen, touch  to open Gtalk, which automatically logs you into your Google account.

Using Gtalk

After logging in to Gtalk, you can add and chat with friends online.

Configuring Gtalk

You can customize Gtalk settings.

1. From the Gtalk main screen, touch  > **Settings**, where you can configure Gtalk general settings, chat notifications, and voice and video chat settings.
2. Touch  to exit the settings screen.

Logging Out of Gtalk

You can log out of Gtalk when you do not need it.



From the Gtalk main screen, touch  > **Sign out**.

17 File Manager

File Manager enables you to conveniently manage files and applications stored in HUAWEI MediaPad's internal memory and the microSD card. You can perform basic operations, such as creating, viewing, editing, moving, deleting, archiving, compressing, and extracting files.



Creating a Folder

You can create folders to manage files stored in HUAWEI MediaPad's internal memory and the microSD card.

1. From the Home screen, touch .
2. Touch **Internal** or **SD card**.
3. Touch  then **New folder**.
4. Name the folder. The folder name cannot be the same as that of existing folders in the same directory.
5. Touch **Save**.


Searching For a File

HUAWEI MediaPad enables you to quickly find a file in the internal memory or microSD card.

1. From the Home screen, touch .
2. Select the search location, **Internal** or **SD card**.
3. Touch  in the upper right corner of the screen.
4. Enter part or all of the file name.
5. Touch **Go** or the enter button to start searching.


Search results are then displayed in a list, and the number of found items is also displayed in the notification bar.

Copying or Moving a File

1. From the Home screen, touch .
2. Touch and hold the file you want to copy or cut, and choose **Copy** or **Cut** from the displayed options menu.
3. Open the target folder, and touch **Paste**.

Deleting a Folder

After you delete a folder, all contents in the folder are deleted. Check whether there are important files in a folder before you delete it.

1. From the Home screen, touch .
2. Touch and hold the folder you want to delete, and choose **Delete** from the displayed options menu.
3. In the displayed dialog box, select **OK**.

Renaming a Folder

To rename a folder, first close the folder and all files and applications in it.

The new name of the folder cannot be the same as that of existing folders in the same directory.

Do not rename system folders or applications' installation folders; otherwise the system or application may not run properly.


1. From the Home screen, touch .

2. Touch and hold the folder you want to rename, and choose **Rename** from the displayed options menu.
3. Enter the new name in the displayed field, and touch **OK** to save the changes.

18 Settings

Screen Lock


Locking the screen protects your device from undesired operations. HUAWEI MediaPad enables you to set the screen lock using multiple methods.

1. From the Home screen, touch  > **Security** > **Screen lock**.
2. Select a locking method and follow the onscreen instructions.

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

Power Saving Tips

HUAWEI MediaPad enables you to reduce power consumption with simple settings.


1. From the Home screen, touch  > **Power saving**.
2. Touch **Battery saver** or **Balanced** to make HUAWEI MediaPad enter power-saving mode.

Setting the Date and Time



If HUAWEI MediaPad is set to automatically update its date and time, it obtains the date and time information from the network and updates


them according to your time zone. In this case, you cannot set the date and time.

1. From the Home screen, touch  > **Date & time**.
2. Clear the **Automatic date & time** check box.
3. Follow the onscreen instructions to manually set the date, time, and time zone.

Clearing the Application Cache

The system may inform you of insufficient internal memory when you are installing an application or running a large application. Clear the application cache to free up some internal memory.


HUAWEI MediaPad has a limited internal memory. You can install applications to the microSD card, but certain applications must be installed to HUAWEI MediaPad's internal memory to function correctly. To clear the application cache:

1. From the Home screen, touch  > **Apps**.
2. Touch **All** to view the application list.
3. Touch **Clear cache**.

Checking the Memory Status

Before moving a large file to HUAWEI MediaPad's internal memory or the microSD card, check how much space is available.

To check the total and remaining memory of HUAWEI MediaPad's internal memory and the microSD card:


1. From the Home screen, touch  to enter the settings screen.
2. Touch **Storage** to check HUAWEI MediaPad's memory status.

Formatting a microSD Card

Formatting a microSD card erases all data on the card.





Back up important data before you format a microSD card.

1. From the Home screen, touch .
2. Touch **Storage > Erase SD card**.

Updating HUAWEI MediaPad

You can update HUAWEI MediaPad conveniently.

It is recommended that you only use updates officially released by Huawei to update your system, in case the update fails and HUAWEI MediaPad cannot power on.

1. From the Home screen, touch  > **About tablet** to view system information.
2. Touch **System updates (Huawei)** or **System updates (SD card)**.
 -  > To download and install updates from a Huawei server, touch **System updates (Huawei)**.
 - > To install updates saved in the microSD card, touch **System updates (SD card)**.

19 FAQs

How do I save battery power?


- > When your HUAWEI MediaPad is not in use, press the Power button to turn off the screen.
- > Set the screen timeout period to a small value.
- > Set the screen brightness to a small value.
- > Use a headset when you are listening to music or watching videos.
- > Turn off Bluetooth when it is not in use.
- > Turn off Wi-Fi when it is not in use.
- > Turn off GPS when it is not in use.

I cannot add more icons to the Home screen. Why? What can I do?

Delete some Home screen icons and widgets.

Widgets take up a large proportion of the Home screen. Some widgets look small but actually take up almost the whole Home screen.

How do I format the internal memory?

1. From the Home screen, touch .
2. Touch **Storage** > **Erase internal storage**.



All data saved in your internal memory will be deleted. Some applications may experience

problems, which will be solved after you restart HUAWEI MediaPad.

What can I do if I forget the screen unlock pattern or password?

You can try the following methods:

After you enter incorrect unlock patterns several times, **Forgot pattern?** is displayed in the lower right corner of the screen. Touch it and enter your Google account as prompted. You will not be able to unlock the screen if you do not have a Google account or have not added it to your HUAWEI MediaPad.

Your HUAWEI MediaPad may not support unlock using a Google account, depending on which version you have purchased. If your HUAWEI MediaPad does not support the preceding method, you can restore the tablet to its factory settings. For details, contact your vendor.



Restoring HUAWEI MediaPad to its factory settings erases all user data and settings. Back up important data before the restoration.

My HUAWEI MediaPad runs very slow. What can I do?

You can try the following:

- > Close any applications you are not using.
- > Uninstall any applications you no longer use.

If the problem persists, restart HUAWEI MediaPad.

HUAWEI MediaPad played a tone. Why?

HUAWEI MediaPad plays a tone when:

- > It receives a new email.
- > It receives a Bluetooth pairing request.
- > Its battery level is low.
- > A file is downloaded or failed to be downloaded.

For details, check the notification bar.

How long is HUAWEI MediaPad's battery life when it is playing video?

Up to six hours.

My HUAWEI MediaPad cannot play some online videos. Why? What can I do?

It may be because your browser cannot play flash, or the flash player you have installed does not support the video format. You can try another browser or install another flash player.

I cannot set the date and time on HUAWEI MediaPad. Why?

It may be because you chose to use the network date and time.

To set the date and time, touch  > **Date & time**, and clear **Automatic date & time**.

Will my alarms still go off when HUAWEI MediaPad is powered off?

No.

Can I change the save path of recordings?

No, but you can copy or cut the recordings to another location.

My HUAWEI MediaPad cannot receive GPS signals. Why? What can I do?

Factors that affect the GPS functions include:

- > Sunspots
- > Electromagnetic interference
- > Obstacles that signals cannot pass through, such as buildings or tunnels

To solve this problem, adjust the HUAWEI MediaPad's position, for example:

- > If you use HUAWEI MediaPad inside, take it to an open area.
- > If you use HUAWEI MediaPad in a car, keep it away from the windshield.

The displayed position of HUAWEI MediaPad is incorrect. Why? What can I do?

The possible causes and solutions are as follows:

- > The satellites HUAWEI MediaPad searched are insufficient. To locate itself, HUAWEI MediaPad must receive signals from at least four satellites. To solve this problem, adjust HUAWEI MediaPad's position.
- > The positioning application is not correctly configured. To solve this problem, see the application's related guide.

- > The positioning application is not correctly installed or is damaged. To solve this problem, re-download, re-install, or replace the application.

What is the difference between the screen unlock PIN and password?

- > **PIN:** 4–16 digits
- > **Password:** 4–16 numbers, letters, and symbols

20 For More Help

Please visit www.huaweidevice.com/worldwide/support/hotline for recently updated hotline and email address in your country or region.

21 Personal Information and Data Security

The use of some functions or third-party applications on your device could result in your personal information and data being lost or becoming accessible to others. Several measures are recommended to help you protect personal and confidential information.

- > Place your device in a safe area to prevent it from unauthorized use.
- > Set your device screen to lock and create a password or unlock pattern to open it.
- > Periodically back up personal information kept on your memory card, or stored in your device memory. If you change to a different device, be sure to move or delete any personal information on your old device
- > If you are worried about viruses when you receive messages or emails from a stranger, you can delete them without opening them.
- > If you use your device to browse the Internet, avoid websites that might pose a security risk to avoid theft of your personal information.
- > If you use services such as Wi-Fi or Bluetooth, set passwords for these services to prevent unauthorized access. When these services are not in use, turn them off.
- > Install or upgrade device security software and regularly scan for viruses.
- > Be sure to obtain third-party applications from a legitimate source. Downloaded third-party applications should be scanned for viruses.
- > Install security software or patches released by Huawei or third-party application providers.

- > Some applications require and transmit location information. As a result, a third-party may be able to share your location information.
- > Your device may provide detection and diagnostic information to third-party application providers. Third party vendors use this information to improve their products and services.
- > If you have concerns about the security of your personal information and data, please contact mobile@huawei.com.

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