

# HUAWEI P smart 2019

## User Guide



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## Settings


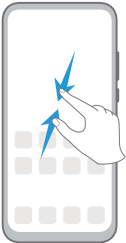

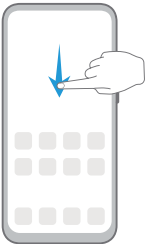
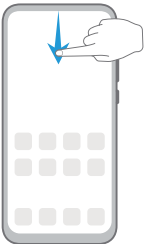
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# Essentials

## Basic Gestures

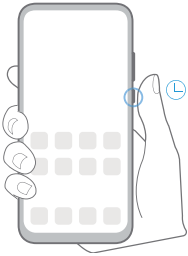
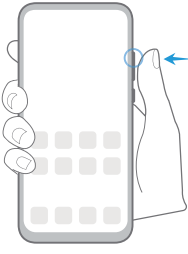
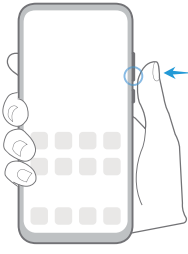
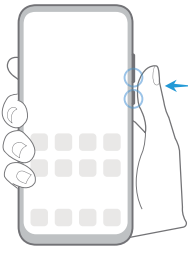
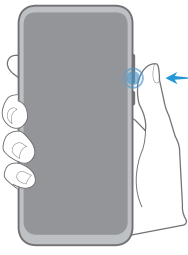
### Basic Gestures

#### More Gestures

	<b>Split the screen</b> Swipe up on the screen with three fingers.
	<b>Access Home screen editing mode</b> Pinch two fingers together on the home screen.
	<b>Display the shortcut panel on the lock screen</b> Swipe up from the bottom of the lock screen.
	<b>Display the search bar</b> Swipe down on the home screen.
	<b>Open the notification panel</b> Swipe down from the status bar.




## Button Shortcuts


	<p><b>Power off and restart</b></p> <p>Press and hold the Power button until the <b>Power off</b> and <b>Restart</b> options appear.</p>
	<p><b>Increase the volume</b></p> <p>Press the Volume up button.</p>
	<p><b>Decrease the volume</b></p> <p>Press the Volume down button.</p>
	<p><b>Take a screenshot</b></p> <p>Press the Volume down and Power buttons simultaneously.</p>
	<p><b>Ultra snapshot</b></p> <p>Double-press the Volume down button when the screen is off or locked to take a photo.</p>

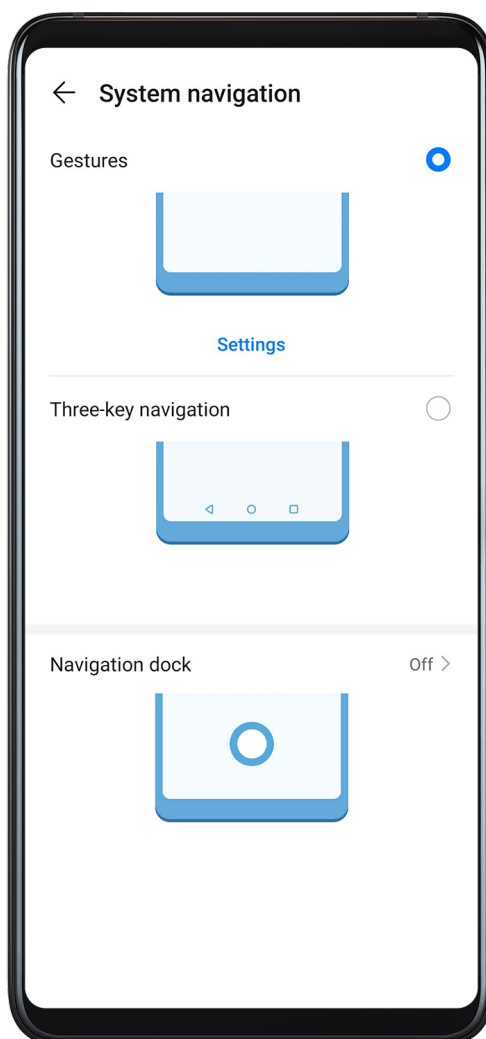
## System Navigation

### Change the Navigation Mode

Go to  **Settings > System & updates > System navigation** to select a navigation mode according to your preferences.

### Navigate with Gestures


Go to  **Settings > System & updates > System navigation**, and enable or disable **Gestures**.

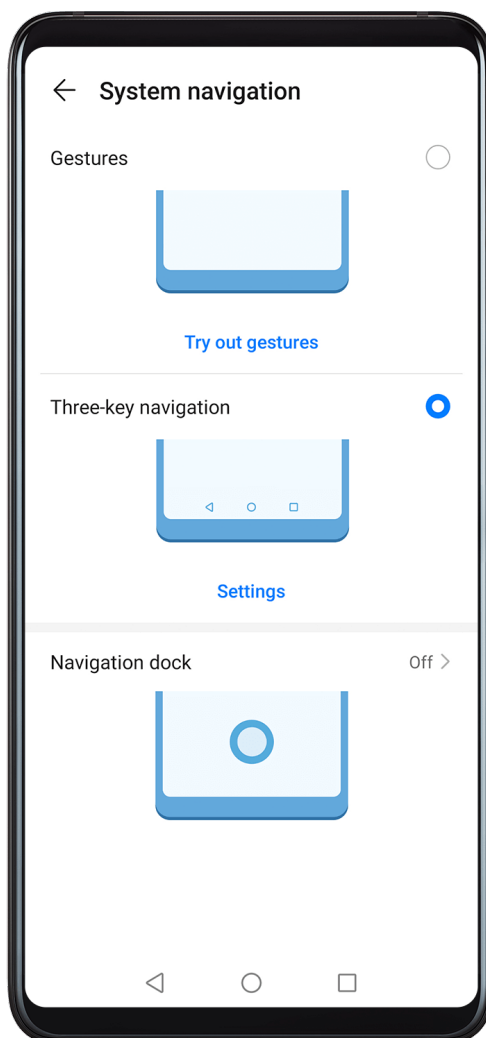


With **Gestures** enabled, you can:

- Go back to the previous screen: Swipe inward from the left or right edge.
- Return to the home screen: Swipe up from the bottom of the screen.
- Access the recent tasks screen: Swipe up from the bottom of the screen and hold.
- Close an app from the recent tasks screen: Swipe up on an app preview.
- Access in-app menus: In applicable third-party apps, swipe inward from the left or right edge near the top of the screen.





## Three-Key Navigation

Go to  **Settings** > **System & updates** > **System navigation**, and select **Three-key navigation**.



Touch **Settings** to select the navigation key combination you prefer.

The icons on the navigation bar are as follows:


- : Back key to return to the previous screen, exit an app, or close the onscreen keyboard.
- : Home key to return to the home screen.
- : Recents key to display the recent tasks screen. Touch and hold it to access Split-screen mode.
- : Notification key to open the notification panel.

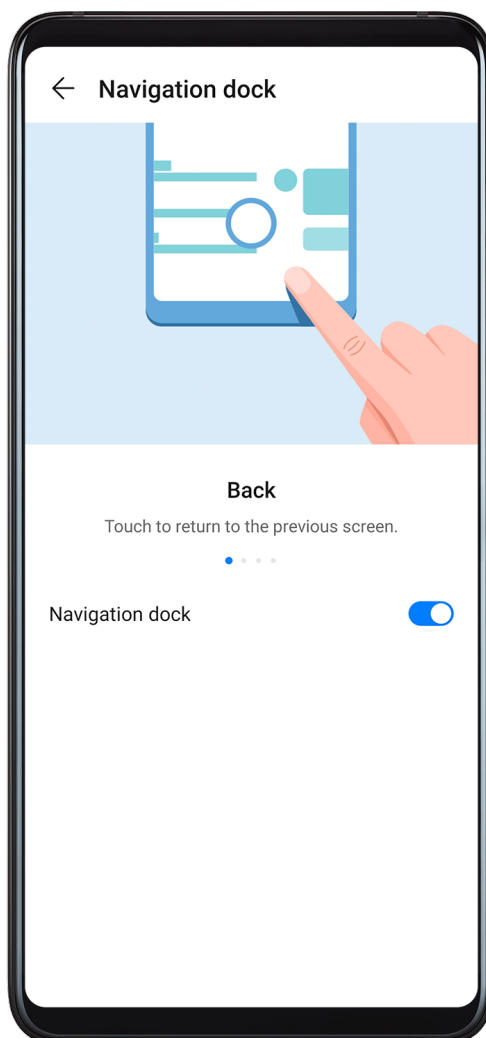
### Customize the Navigation Key Combination

Go to **Three-key navigation > Settings**. You can:

- Select a navigation key combination.
- Enable **Hide navigation keys** to allow you to hide the navigation bar when not in use.

### Navigation Dock

Go to  **Settings > System & updates > System navigation > Navigation dock**, and enable **Navigation dock**.



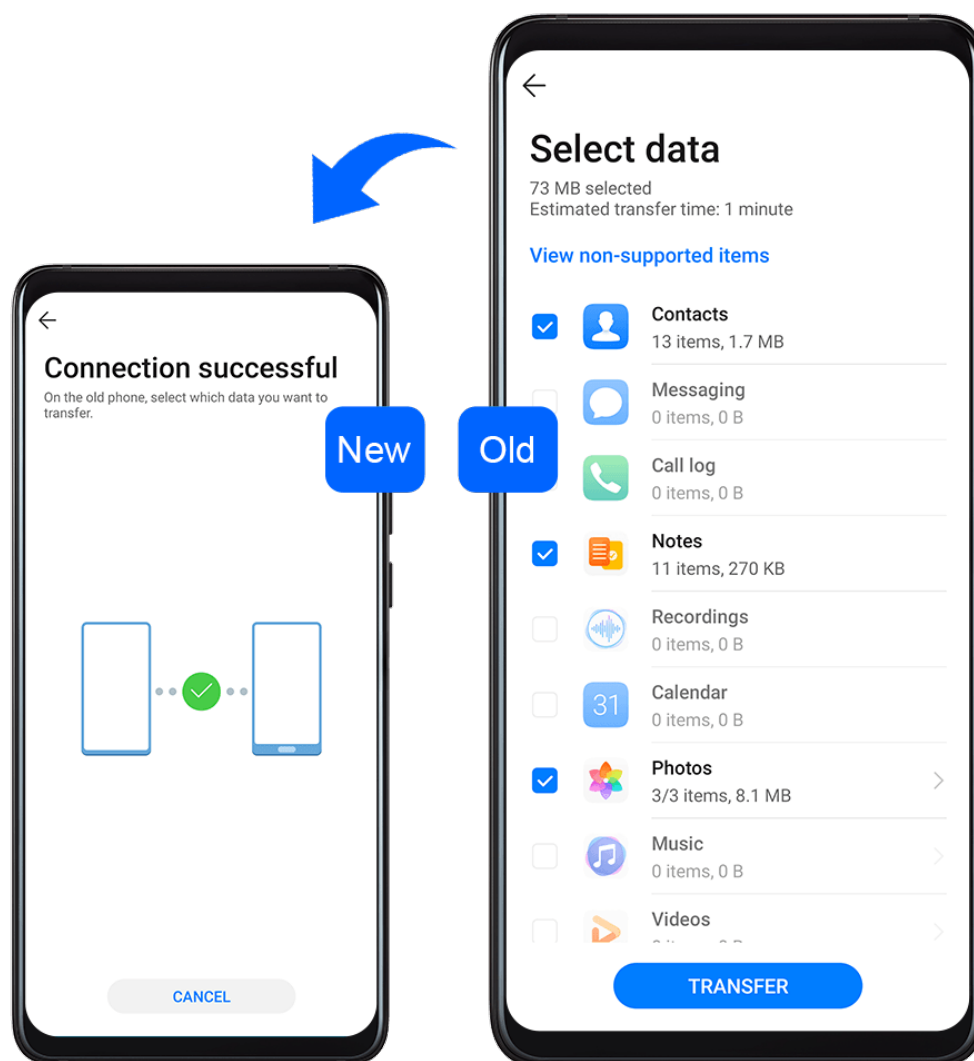
After the Navigation dock button appears, you can:

- Drag the button to your desired position.
- Touch the button to go back.
- Double-touch the button to go back two steps.
- Touch and hold the button, then release it to go back to the home screen.
- Touch and hold the button, then swipe left or right to view recent tasks.




## Phone Clone


### Phone Clone

**Phone Clone** lets you quickly and seamlessly move all the basic data (including contacts, calendar, images, and videos) from your old phone to your new phone.







## Clone Data from an Android Device

- 1 On your new phone, open  **Phone Clone** (in the **Tools** folder by default). Alternatively, go to  **Settings** > **System & updates** > **Phone Clone**, touch **This is the new phone**, then touch **Huawei** or **Other Android**.
- 2 Follow the onscreen instructions to download and install **Phone Clone** on your old device.
- 3 On your old device, open  **Phone Clone** and touch **This is the old phone**. Follow the onscreen instructions to connect your old device with your new phone by scanning a code or connecting manually.
- 4 On your old device, select the data you want to clone, then touch **Transfer** to start cloning.

 Phone Clone is only available on phones running Android 4.4 or later.

## Clone Data from an iPhone or iPad

- 1 On your new phone, open  **Phone Clone** (in the **Tools** folder by default). Alternatively, go to  **Settings** > **System & updates** > **Phone Clone**, touch **This is the new phone**, then touch **iPhone/iPad**.
- 2 Follow the onscreen instructions to download and install **Phone Clone** on your old device.

- 3 On your old device, open  **Phone Clone** and touch **This is the old phone**. Follow the onscreen instructions to connect your old device with your new phone by scanning a code or connecting manually.
  - 4 On your old device, select the data you want to clone, then follow the onscreen instructions to complete the data cloning.
-  Phone Clone is only available on phones running iOS 8.0 or later.

## Lock and Unlock Your Screen

### Lock and Unlock Your Screen


#### Lock the Screen

If your phone remains inactive for a period of time, it will automatically lock the screen and enter sleep mode to save power.

Alternative, you can manually lock the screen in either of the following ways:


- Press the Power button.
- On the home screen, pinch together two fingers to enter screen editing mode. Touch **Widgets**, then drag the **Screen Lock** icon to the home screen. You can now touch the **Screen Lock** icon to lock the screen.

#### Set the Screen Timeout Period

Go to  **Settings > Display & brightness > Sleep** and select a screen timeout period.

#### Wake Screen

You can turn on the screen in either of the following ways:

- Press the Power button.
- Go to  **Settings > Accessibility features > Motion control > Raise** and enable **Wake device**.

#### Enter the Password to Unlock the Screen

Once the screen is turned on, swipe from any position on the screen to display the password input panel. Then enter your lock screen password.

#### Use Face Unlock

Lift your phone and align it with your face. Your phone will unlock once your face is recognized.

#### Unlock Your Phone with Your Fingerprint

Press an enrolled finger against the fingerprint sensor to unlock your phone.

## Change the Lock Screen Display


### Display Your Signature on the Lock Screen

Go to  **Settings** > **Home screen & wallpaper**, touch **Lock screen signature**, then type text to display on the lock screen.

To remove the signature, touch **Lock screen signature** and delete the text.


### Access Apps from the Lock Screen





















You can access commonly used apps such as Camera, Recorder, and Calculator from the lock screen.





























- On the lock screen, swipe up on the  icon to open **Camera**.
- On the lock screen, swipe up from the bottom of the lock screen to open the shortcut panel. Shortcuts for **Recorder**, **Flashlight**, **Calculator**, and **Timer** will be available for you to choose from.

## Notification and Status Icons

### Notification and Status Icons

-  Network status icons may vary according to your region or network service provider. Supported functions vary according to the device model. Some of the following icons may not be applicable to your phone.

	5G network connected		4G network connected
	3G network connected		2G network connected
	Full signal strength		Roaming
	Data saver enabled		SIM card not found
	Hotspot enabled		Hotspot connected
	Calling		VoLTE enabled
	Wi-Fi network connected		SkyTone in use
	Hotspot disconnected		Network being switched by Wi-Fi +
	Airplane mode enabled		Alarms set
	Battery empty		Battery low

	Charging		Quick charging
	Super charging		Power saving mode enabled
	Bluetooth enabled		Bluetooth device battery
	Bluetooth device connected		VPN connected
	Driving mode		Projection device connected
	Location service enabled		Eye comfort mode enabled
	Headset connected		Headset with a microphone connected
	Missed call		Unread SMS
	Microphone disabled		Muted
	More notifications		Vibrate only
	NFC enabled		Do Not Disturb mode enabled
	Data syncing		Data sync failed
	Performance mode enabled		New emails
	Event reminders		Digital balance enabled

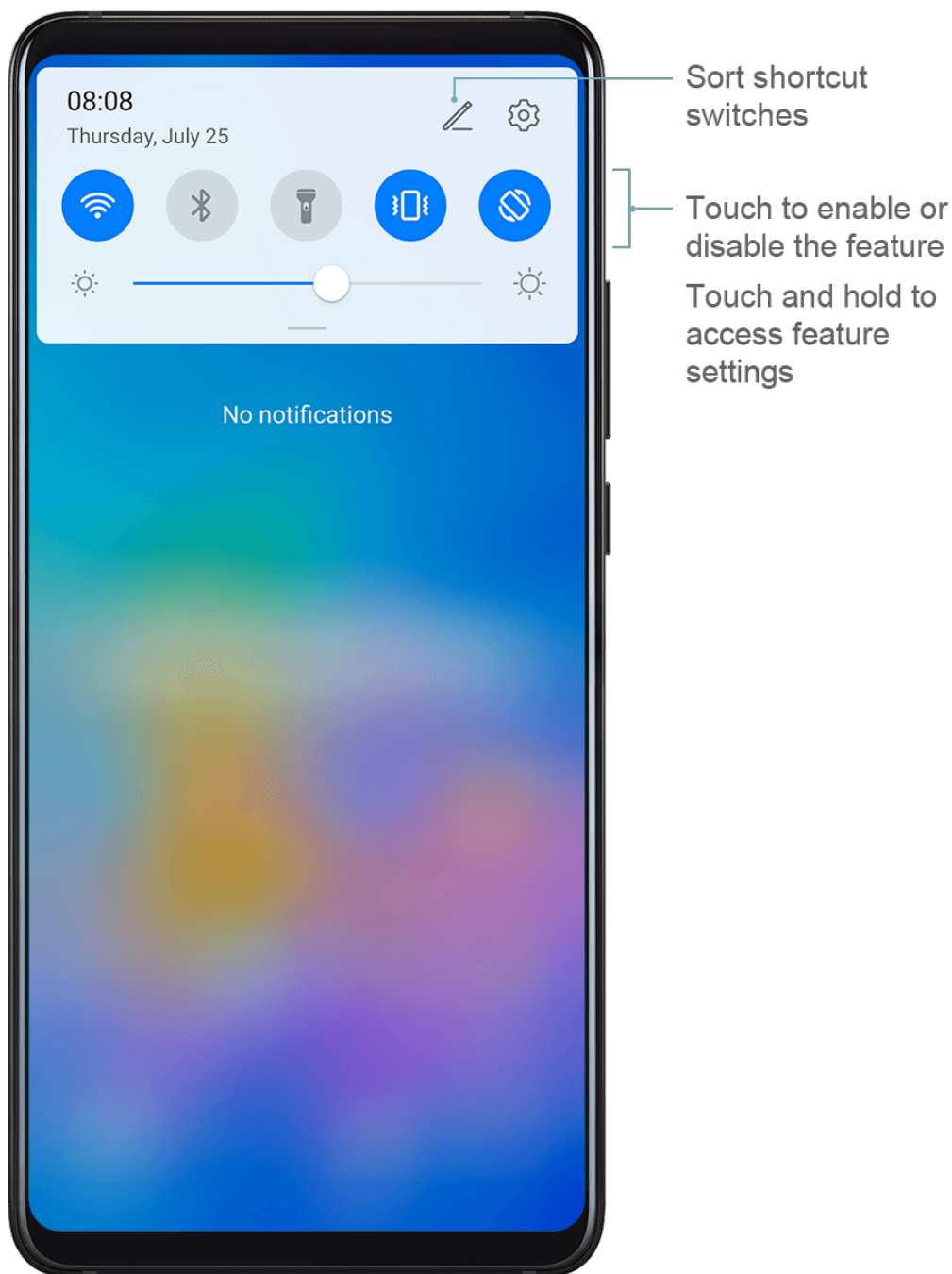
## Shortcut Switches


### Shortcut Switches

#### Turn on a Shortcut Switch

Swipe down from the status bar to open the notification panel, then swipe down on it again to show all shortcuts.





- Touch a shortcut switch to enable or disable the corresponding feature.
- Touch and hold a shortcut switch to enter the settings screen for that feature.
- Touch  to open Settings.

### Customize Shortcut Switches

Touch  and drag icons to rearrange them.

## Home Screen Widgets

### Home Screen Widgets

You can add, move, or delete home screen widgets, such as Screen lock, Weather, Notepad, Clock, Contacts, and Calendar, according to your personal requirements.

## Add a Widget to the Home Screen



- 1 Pinch together two fingers on the home screen to access the Home screen editor.
- 2 Touch **Widgets**, then swipe left to view all widgets.
- 3 Some widgets, like **Weather**, come in various formats. Touch the widget to view all formats, then swipe right to return.
- 4 Touch a widget to add it to the home screen. If there is no room on the current screen page, touch and hold it, then drag it to a different screen page.

### Move or Delete a Widget


Touch and hold a widget on your home screen until your phone vibrates, then drag it to the desired position or touch **Remove**.

## Set Your Wallpaper



### Set Your Wallpaper

#### Use a Preset Wallpaper

- 1 Go to  **Settings** > **Home screen & wallpaper** > **Wallpaper**.

- 2 Touch an image you want to set as the wallpaper.
- 3 Set the following according to your preferences:
  - **Blur:** applies a blur effect, which can be adjusted by dragging the slider.
  - **Scrollable:** enables the wallpaper to be scrollable on the home screen.
- 4 Touch , then determine whether you'd like to set it as the wallpaper for the **Lock screen**, **Home screen**, or **Both**.

### Set an Image from Gallery as Your Wallpaper

- 1 Open  **Gallery**, and open the image you want to set as your wallpaper.
- 2 Go to  > **Set as** > **Wallpaper**, then follow the onscreen instructions.


## Screenshots & Screen Recording

### Take a Screenshot

#### Use a Key Combination to Take a Screenshot

Press and hold the Power and Volume down buttons simultaneously to take a screenshot.

#### Use a Shortcut to Take a Screenshot

Swipe down from the status bar to open the notification panel, then swipe down on it again to show all shortcuts. Touch  to take a screenshot.

### Share and Edit a Screenshot, or Switch to Scrollshot



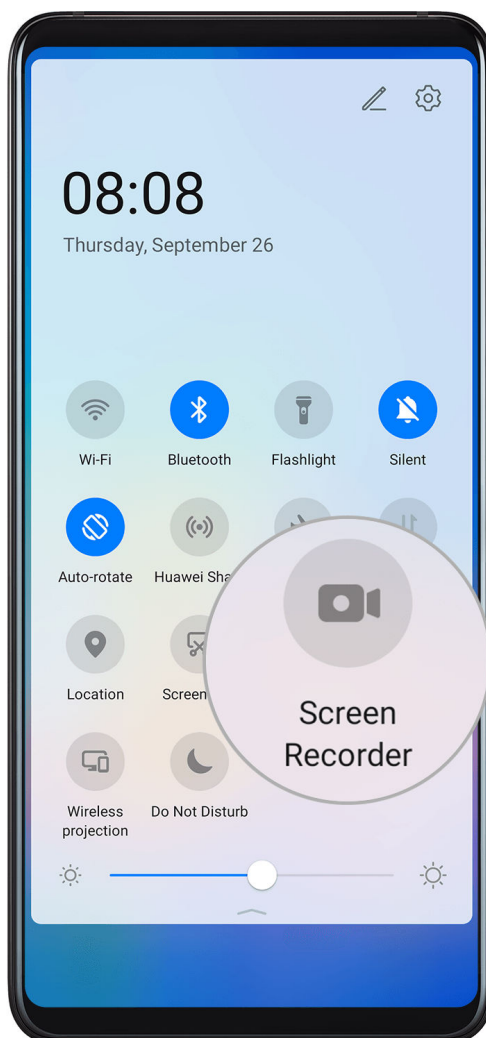
After you take a screenshot, a thumbnail will display in the lower left corner of the screen. Then you can:

- Swipe down on the thumbnail to take a scrolling screenshot.
- Swipe up on the thumbnail to select a sharing mode and share the screenshot with your friends.
- Touch the thumbnail to edit or delete it.

Screenshots are saved to **Gallery** by default.

## Record the Screen

Record your screen activities in sharable videos to compose a tutorial, show off your awesome gaming skills, and a lot more.



### Use a Key Combination to Start Screen Recording

Press and hold the Power and Volume up buttons simultaneously to start screen recording. To stop recording, press and hold both buttons again.

### Use a Shortcut to Start Screen Recording

- 1 Swipe down from the status bar to open the notification panel, then swipe down on it again to show all shortcuts.
- 2 Touch **Screen Recorder** to start screen recording.
- 3 To stop the recording, touch the timer at the top of the screen.
- 4 The recording will be saved to **Gallery**.

## View and Clear Notifications


### View and Clear Notifications

#### View Notifications

When there is a notification reminder, you can turn on the screen and swipe down from the status bar to open the notification panel and view the notification.



## Clear Notifications

- Swipe right on a notification reminder to clear the notification.
- Touch  at the bottom of the notification panel to clear all notifications.

## Block or Delay Notifications

Swipe left on a notification, then touch  to block or delay notifications from that source.

 Some system notifications can't be blocked or cleared.

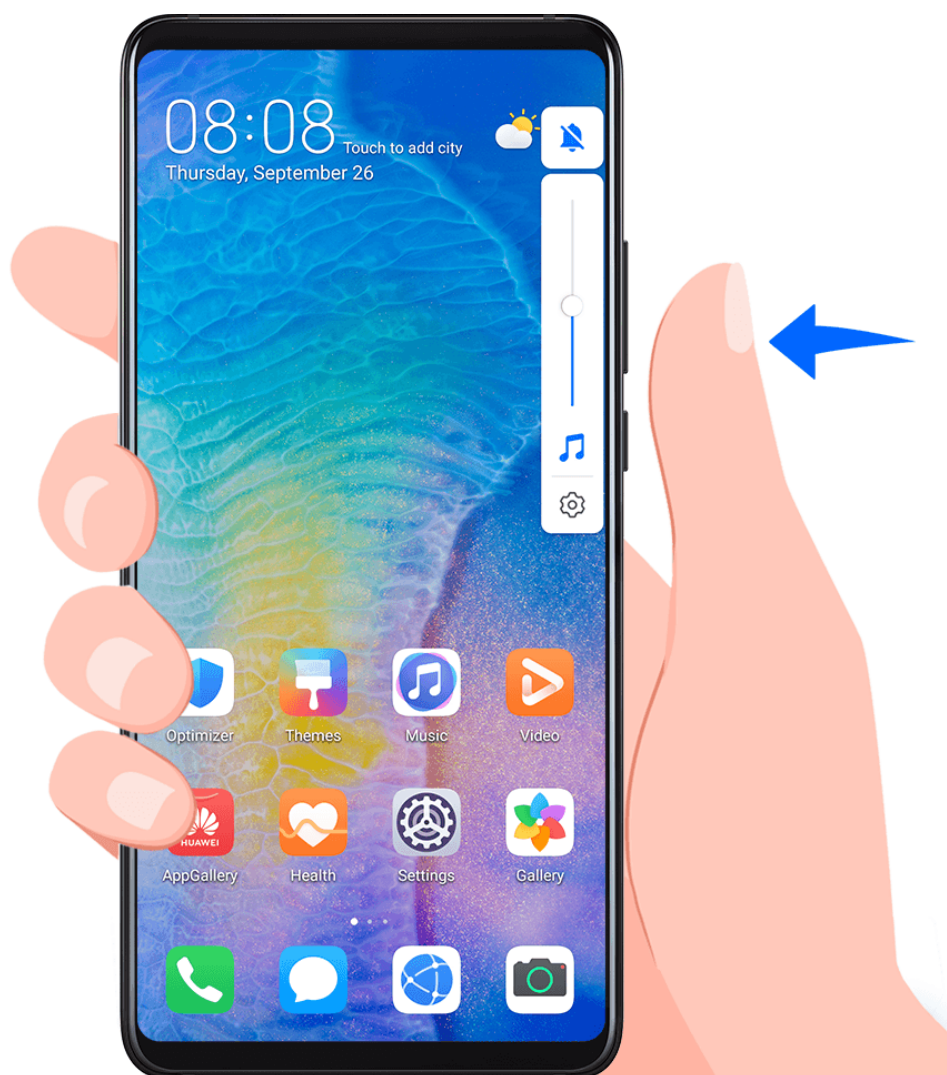
# Adjust Sound Settings

## Adjust Sound Settings

### Press a Volume Button to Adjust the Volume

Press the Volume up or down button to adjust the volume.






### Press the Power Button to Mute Your Device When It Rings




When your phone rings for an incoming call or alarm, you can press the Power button to mute it.

### Set the Default Volume

Go to  **Settings** > **Sounds & vibration**, then you can set the volume for the following items:

- **Media** (video, games, music, and more)
- **Ringtone**
- **Alarms**
- **Calls**




### Use a Shortcut to Switch Between Ring, Vibrating, or Mute Mode

- 1** Swipe down from the status bar to open the notification panel, then swipe down on it again to show all shortcuts.
- 2** Touch the  **Sound**,  **Silent**, or  **Vibration** icon to switch between different modes.

## Enter Text

### Edit Text

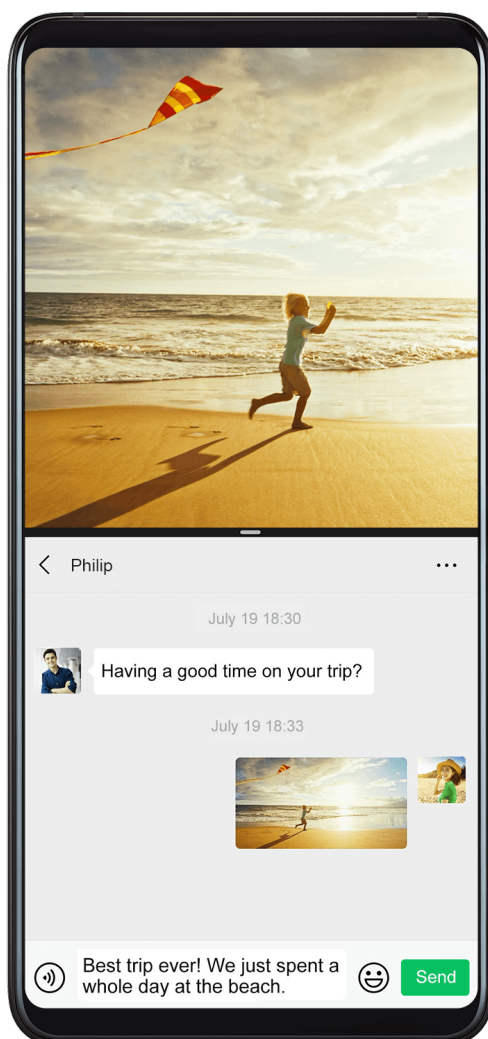
You can select text displayed on your screen, copy or cut it to the clipboard, then paste it somewhere else. You can also share it in multiple ways.

- 1 Touch and hold the text until  appears.
- 2 Drag  and  to select the text you need, or touch **Select all** to select all the text.
- 3 Touch **Copy** or **Cut** according to your requirement.
- 4 Touch the point where you want to paste the text, then touch **Paste**.

## Split-screen Mode & Floating Window



### Split-screen Mode

You can split the screen of your phone to use two apps simultaneously.







## Enable Split-screen Mode


- 1 Open an app.
- 2 Enable split-screen mode using any of the following methods:
  - Swipe up from the middle of the screen with three fingers.
  - When using gesture navigation, swipe up from the bottom of the screen and hold to enter the Recent tasks screen. Then touch .
  - When using three-key navigation, touch and hold the  key.
- 3 Open the other app to start multitasking.



## Adjust the Size of the Split-screen Panes

Drag  in the middle of the split screen line to the desired position on the screen.



 This feature can only be used when your phone is in the portrait orientation.

## Switch the Split-screen Panes

 If the home screen is displayed in either of the split-screen panes, you won't be able to switch the panes.

Touch  in the middle of the split screen line, then touch .


## Disable Split-screen Mode

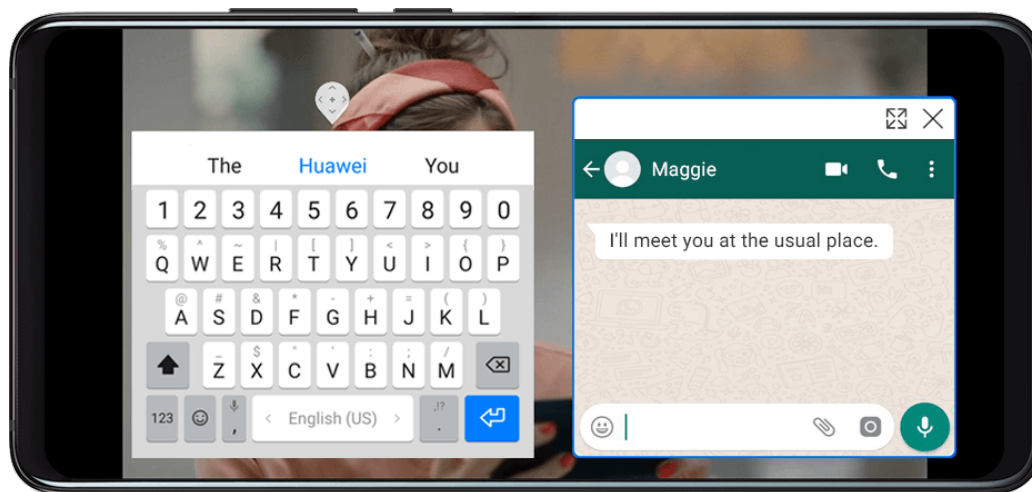
Touch  in the middle of the split screen line, then touch .

## Floating Window

While watching videos or playing games in Full-screen mode, you can view and reply to incoming messages in a floating window without having to stop what you're doing.

### Display the Floating Window

- 1 Before using this feature, make sure your phone is not in Simple mode, Ultra power saving mode, or One-handed mode.
- 2 When using your phone in Full-screen mode, touch  in the notification banner for new message alerts to display in a floating window.

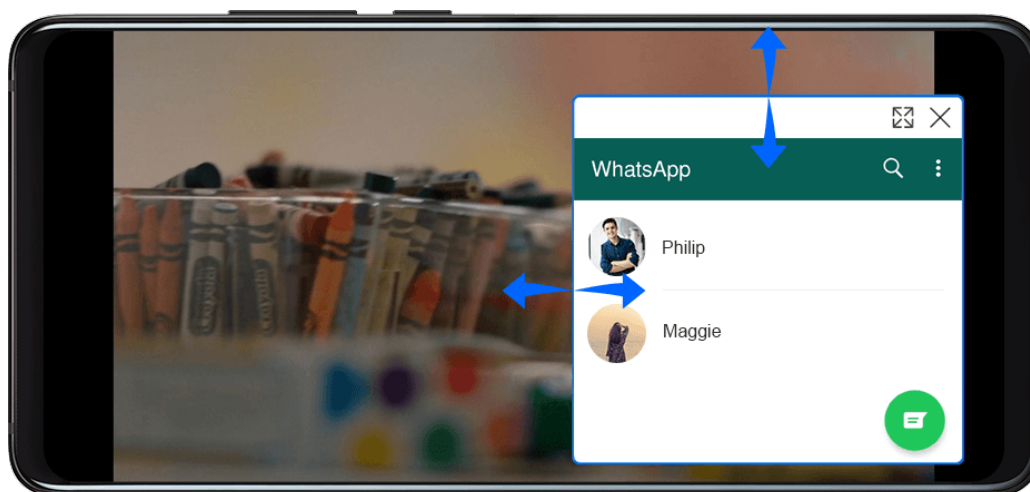


**3** You can reply to messages directly in the floating window.


  will only display for applicable apps.

### Resize the Floating Window

Drag the edge of the floating window inwards or outwards to expand or reduce it.



### Close the Floating Window

Touch  on the floating window to close it.

## Power On and Off or Restart Your Device

### Power On and Off or Restart Your Device

#### Power Your Device On and Off

To power off your device, press and hold the Power button for a few seconds, touch **Power off** and **Touch to power off**.

To power on your device, press and hold the Power button for a few seconds until your device vibrates and displays the logo.

## Restart Your Device

Restart your device on a regular basis to clear the cache and keep the device in an optimal state. A restart can sometimes resolve the issue when your device encounters a problem.

Just press and hold the Power button for a few seconds, then touch **Restart** and **Touch to restart**.

## Force Restart Your Device

If your device isn't working or won't turn off normally, you can force restart it.

Just press and hold the Power button for 10 seconds or longer.

# Charging

## Charge Your Phone





Your phone will alert you when it is running out of power. Please make sure to charge your phone in time to prevent it from turning off automatically when the power runs out.

## Precautions for Charging

- Charge your phone using the standard adapter and USB cable that came with your device. Using other chargers or USB cables may cause repeated restarts, slow charging, overheating, or other undesirable effects.
- Your phone will automatically run a safety check when a charger or other device is connected to the USB port. If moisture is detected in the USB port, your phone will automatically activate safety measures and stop charging. Disconnect your phone from the USB port and wait until the USB port is dry.
- The time required to fully charge the battery depends on the ambient temperature and age of the battery.
- Batteries have a limited number of charge cycles. When the battery life becomes noticeably shorter, go to an authorized Huawei Customer Service Center to replace the battery.
- Do not cover your phone or charger during charging.
- Your phone may heat up when you have been using it for an extended period of time, especially in high temperatures. In this case, stop charging, disable some features, and move your phone to a cool place.
- Please do not use your phone while it is charging.
- If your phone does not respond after you press and hold the Power button, the battery may have run out. Charge for 10 minutes and then power it on.

## Overview of Battery Icons

You can check the battery level from the battery icon on the phone screen.

Battery Icon	Battery Level
	Less than 4% battery remaining.
	Charging, less than 10% battery remaining.
	Charging, 10% to 90% battery remaining.
	Charging, at least 90% battery remaining. If 100% is displayed next to the battery icon, or a charging complete message is displayed on the lock screen, the battery is fully charged.

# Smart Features

## Easy Projection


### Wireless Projection


You can connect your phone to an external display (for example, a TV) wirelessly.



- 1 Based on the model and functions of your external display, do the following:
  - If the external display supports Miracast, enable wireless projection on it.
  - If not, use a wireless HDMI adapter to connect your phone and external display. Ensure that the wireless HDMI adapter is connected to a power supply.

To check whether your external display supports Miracast and how to enable wireless projection on it, consult the user guide or customer service of the external display manufacturer.

- 2 Swipe down from the status bar to open the notification panel, then touch  to turn on **Wi-Fi**.

- 3 Swipe down further on the notification panel to enable **Wireless Projection**. Your phone will now search for the external display or the wireless HDMI adapter.  
Alternatively, go to  **Settings** > **More connections** > **Wireless Projection** and enable **Wireless projection**.
- 4 Touch the name of the external display or the wireless HDMI adapter on the search result list to start projecting.



## Huawei Share

### Huawei Share

Huawei Share is a wireless sharing technology that allows you to quickly transfer images, videos, documents, and other types of files between devices. This technology relies on Bluetooth to discover nearby devices, and uses Wi-Fi Direct to transfer files without using mobile data.

#### Enable or Disable Huawei Share



You can enable or disable Huawei Share in either of the following ways:

- Swipe down from the status bar to open the notification panel, then touch  to enable or disable **Huawei Share**. Touch and hold the switch to enter the **Huawei Share** settings screen.
- Go to  **Settings** > **More connections** > **Huawei Share**, enable or disable **Huawei Share**. Enabling Huawei Share automatically turns on Wi-Fi and Bluetooth.

#### Quickly Share Files Between Your Phones Using Huawei Share

You can use Huawei Share to quickly share files between Huawei phones. The recipient can preview the files before they are sent, then view the full content of the files once they have been received. For example, the recipient can view received pictures or videos in Gallery.



- 1 On the recipient device, enable **Huawei Share**.
- 2 On the sending device, touch and hold a file, select the files you want to share, then touch . Touch **Huawei Share**, then touch the icon of the recipient device to send the file.  
 Operations may vary if you are sharing files from apps directly.
- 3 On the recipient device, touch **Accept** to accept the transfer.

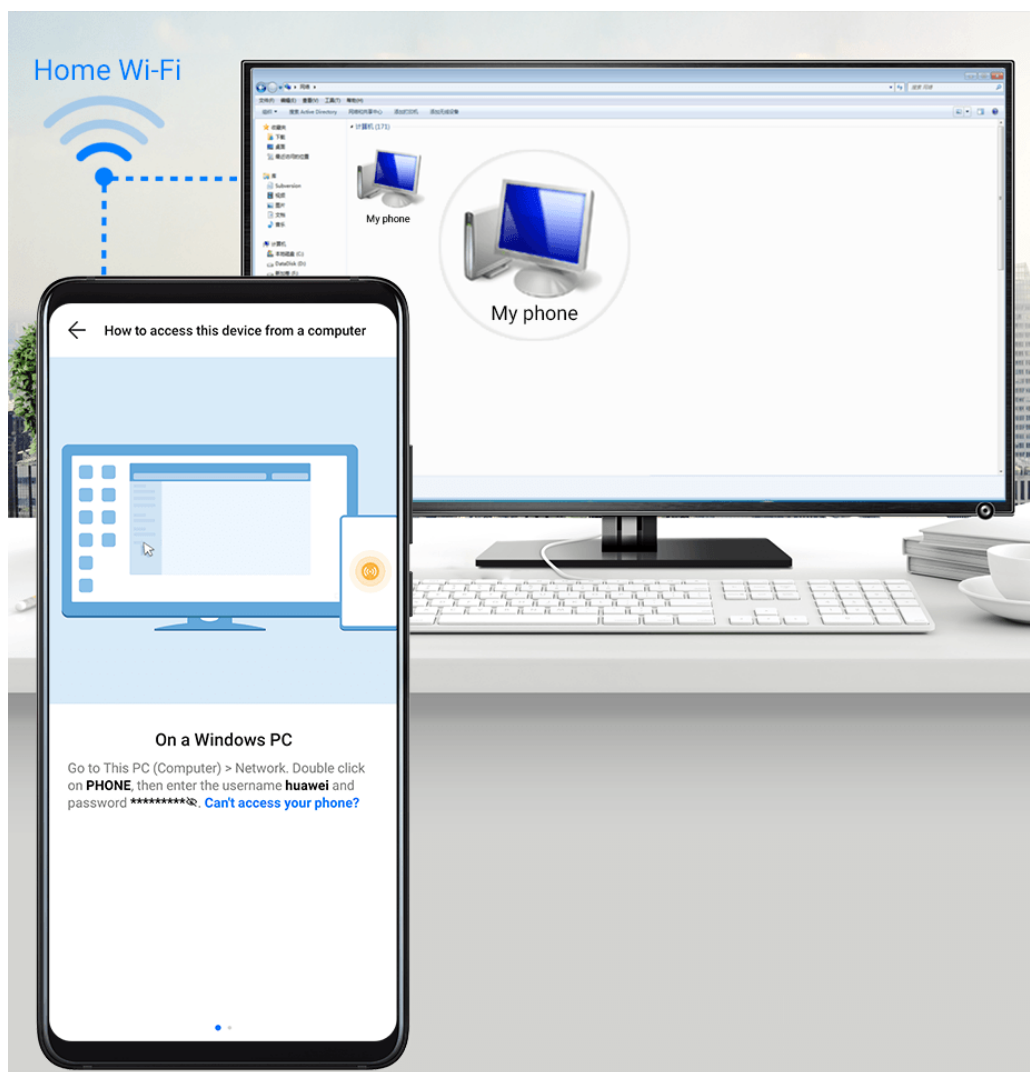
To view the files received, go to **Files**, then go to **Internal storage** > **Huawei Share** on the **Categories** tab.

Received pictures or videos can also be found in  **Gallery** > **Albums** > **Huawei Share**.

### Share Files Between Your Phone and Computer

You can use Huawei Share to quickly and easily share files wirelessly between your phone and a computer.






- 1 Make sure your phone and computer are connected to the same Wi-Fi network.
  - i If the computer is a MagicBook (PC Manager earlier than version 9.1), this is not necessary. All you need to do is make sure its Wi-Fi and Bluetooth switches are enabled.
- 2 On your phone, enter the **Huawei Share** settings screen, and enable **Huawei Share** and **Computer share**.
- 3 Record the **Name shown on computers** and the username and password under **Verification on computers**.
- 4 On your computer, go to:
  - Windows: **Computer** > **Network**
  - iOS (iOS 10.8 or later): **Finder** > **Go to** > **Network**
- 5 On your computer, double-click the name of your phone, and enter the username and password recorded earlier.
- 6 Open a folder of your phone such as the Internal storage folder, then view, edit, or copy files from the folder to the computer, or copy files from the computer to this folder to store them in your phone.  
 You can also edit the files in this folder on your computer, and the changes will be synced to your phone automatically. Similarly, if you edit any files on your phone, the changes will be synced to your computer as well.



## One-Touch Printing with Huawei Share

When a printer that supports Huawei Share is nearby, you can use Huawei Share to find the printer and print out pictures or PDF files from your phone.



- 1 Depending on the type of printer, ensure the following:
    - Wi-Fi capable printers: The printer must be powered on and connected to the same network as your phone.
    - Wi-Fi Direct capable printers: The printer must be powered on and have Wi-Fi Direct enabled.
    - Bluetooth capable printers: The printer must be powered on and discoverable.
  - 2 On your phone, preview the file to be printed, then go to **Share > Huawei Share**.
  - 3 Once the printer has been discovered, touch its name on your phone, and adjust settings on the preview screen. Then touch **PRINT** to print.  
 If you are connecting a Bluetooth printer to your phone for the first time, find the printer on your phone, touch the printer name, then press and hold the Power button on the printer for about 1 second to confirm the connection.
-  For a list of supported printers, touch **Learn more** on the Huawei Share sharing screen, swipe left on the screen, then touch **What printers are supported?** to see the list.

# Camera and Gallery

## Launch Camera

### Launch Camera

There are multiple ways to open the Camera app.

#### From the Home Screen



From the home screen, open  **Camera**.

#### From the Lock Screen

When the screen is locked, turn on the screen, then swipe up on the camera icon in the lower right corner to open the camera.



### Using Ultra Snapshot






When enabled, simply double-press the Volume down button to open the camera when the screen is off.

- 1 Open  **Camera**.
- 2 Go to  > **Ultra snapshot** and select **Open camera** or **Take a snapshot**.
- 3 Now you can access the camera by double-pressing the Volume down button when the screen is off.

## Take Photos

### Take Photos

- 1 Open  **Camera**.
- 2 You can then:
  - Focus: Touch where you want to focus.  
To adjust focus and metering separately, touch and hold the viewfinder and drag the individual ring or frame to the desired location.
  - Adjust brightness: Touch the viewfinder. When the  symbol appears next to the focus frame, drag it up or down.
  - Zoom in or out: On the viewfinder, pinch or spread two fingers, or drag the zoom slider.
  - Select a camera mode: Swipe left or right across the camera mode options.

- Turn the flash on or off: Touch  and select  (Auto),  (On),  (Off), or  (Always on).



Some features are only available when using the rear camera.

- 3 Touch  to take a photo.






### Take Burst Photos

Use Burst mode to take a sequence of photos in quick succession so you can choose the best one.

Burst shooting is only available when using the rear camera.



- 1 Open  **Camera** and select **Photo** mode.
- 2 Touch and hold  or press and hold one of the Volume buttons to take a burst photo. When shooting, you'll see a counter, which indicates how many photos you've taken so far.
- 3 Lift your finger to stop shooting.

Once you have finished, select photos you want to keep from the burst.

- 1 Open  **Gallery**.
- 2 Touch a burst photo (which will be tagged with ) , then touch .
- 3 Swipe through the burst photos, select the ones you want to keep, then touch  and follow the onscreen instructions.
- 4 To delete the whole burst photo, touch and hold to select the photo, then touch .



### Take Timed Photos

The camera timer allows you to set a time delay so you can get into position after you have touched the shutter button.

- 1 Open  **Camera**.
- 2 Go to  > **Timer** and select a delay option.
- 3 Return to the viewfinder and touch the shutter button. Your phone will take a photo when the countdown ends.

### Use Voice Commands to Take Photos

You can use your voice to take photos without having to touch the shutter button.


- 1 Open  **Camera**.
- 2 Go to  > **Audio control**, enable **Audio control**, and select an audio control option.
- 3 Go back to the viewfinder, then say your command to take a photo.

# Shoot in Portrait, Night, and Wide Aperture Modes


## Shoot in Portrait, Night, and Wide Aperture Modes

### Use Portrait Mode to Shoot Portraits



Portrait mode lets you apply beauty, lighting, and blur effects to your photos to shoot stunning portraits.

**1** Open  **Camera** and select **Portrait** mode.

**2** Frame your subject in the viewfinder.

To take a selfie, touch .

**3** You can also:


- Enable beauty effect: Touch  and drag the slider to adjust beauty settings. A larger value will produce a more distinct beauty effect. To disable the beauty effect, drag each setting to its lowest value.
- Set blur and lighting effects: Touch  and select blur and lighting effects to your liking.

**4** Touch  to take a photo.


### Take Night Shots

Night mode solves the issues caused by low light and night shooting to give your photos sharper details and brighter colors.

You can also use Night mode when shooting backlit subjects and scenes with flowing water, such as waterfalls, to create a better contrast or a smooth, silky water effect.

**1** Open  **Camera** and select **Night** mode.

**2** If you are using the rear camera, touch **ISO** on the viewfinder to adjust the ISO sensitivity or **S** to adjust the shutter speed.


**3** Keep your phone steady and touch .




**4** Your phone will adjust the exposure time based on the ambient brightness. Keep your phone steady.

Do not stop shooting before the countdown finishes or your photos may come out blurry.

### Edit Background Blur in Wide Aperture Photos

You can adjust the focus and background blur after you've taken a wide aperture photo.

**1** Go to  **Gallery** > **Albums** > **Camera**.





- 2 Touch a photo tagged with , then touch  at the top of the photo.
- 3 Follow the instructions to touch the photo to re-focus. Drag the slider at the bottom to adjust the aperture.
- 4 Touch  to save the settings.

## Take Panoramic Photos

### Take Panoramic Photos

Add breadth to your landscape or group photos with the Panorama feature. The camera takes multiple photos of objects within your field of view and stitches them together into a single panoramic photo.

#### Use the Rear Camera to Take Panoramic Photos

- 1 Go to  **Camera** > **More** and select **Panorama** mode.
- 2 Touch  at the bottom of the viewfinder to set the pan direction.
- 3 Point the camera at your starting point, then touch  to start shooting.
- 4 Slowly move the camera in the direction of the arrow displayed on the screen. Keep your phone steady and the arrow on the center line the entire time.
- 5 Touch  when you are finished.

## Light Painting

### Light Painting




Light painting helps you capture light trails by allowing the shutter to stay open for a longer time. No manual aperture and shutter adjustment is involved.

Just choose from the available options depending on the subjects and light conditions. To reduce camera shake, a tripod is recommended to steady your phone.






### Capture Car Light Trails in Traffic Trails Mode

Traffic trails mode lets you create artistic photos of car tail lights at night.

- 1 Go to  **Camera > More > Light painting > Traffic trails.**
- 2 Find a spot where you'll see the light trails created by cars from a distance. Ensure that car headlights do not point directly at the camera, as this can overexpose the image.
- 3 Touch  to start shooting. Observe the shot in the viewfinder. When the exposure is just right, touch  to finish shooting.




### Capture Light Drawings in Light Graffiti Mode

Light graffiti mode lets you create patterns or write words by moving a light source in front of the camera.

- 1 Go to  **Camera > More > Light painting > Light graffiti.**
- 2 In a dark environment without distracting light sources, move a suitably bright light source of an appropriate color, such as a small torch or glow stick, in front of the camera. Avoid exaggerated body movement as this may affect the shooting results.
- 3 Touch  to start shooting. Observe the shot in the viewfinder. When the exposure is just right, touch  to finish shooting.




## Capture Rivers and Waterfalls in Silky Water Mode

Silky water mode lets you capture silky smooth photographs of waterfalls and rivers.

- 1 Go to  **Camera > More > Light painting > Silky water.**
- 2 This feature works best when taking photos of a stream or waterfall where the water is flowing heavily.
- 3 Touch  to start shooting. Observe the shot in the viewfinder. When the exposure is just right, touch  to finish shooting.

## Capture the Beauty of the Stars in Star Trails Mode

Star trails mode lets you use your camera to capture the movement of the stars in the night sky.



- 1 Go to  **Camera > More > Light painting > Star trails.**
- 2 For best results, choose a clear night in a location free of light pollution and with an unobstructed view of the sky.
- 3 Touch  to start shooting. Observe the shot in the viewfinder. When the exposure is just right, touch  to finish shooting.

# Take HDR Photos

## Take HDR Photos

When shooting photos with backlighting or a high light contrast, High Dynamic Range (HDR) mode can help you improve light and shadow effects in your photos, giving your photos sharper details.

### Use HDR with the Rear Camera

- 1 Go to  **Camera > More** and select **HDR.**
- 2 Steady your phone, with the help of a tripod if necessary.
- 3 Touch  to take a photo.

# Moving Pictures

## Moving Pictures

Moving pictures capture a second of movement and sound before and after you touch the shutter button.





## Take Moving Pictures

Go to  **Camera** > **More** > **Moving picture** and touch  to take a photo.



## Play Moving Pictures


Moving pictures are saved in JPG format in **Gallery**.

Go to  **Gallery** > **Albums** > **Camera**, touch a moving picture, then touch  at the top of the picture to view it.

The moving picture will automatically stop after a complete playback. You can also touch the screen to stop the playback.

## Share Moving Pictures

Go to  **Gallery** > **Albums** > **Camera**, touch and hold to select the moving picture you want to share, then touch  to share it.

-  • Moving pictures can be shared through Wi-Fi Direct, Bluetooth, Huawei Share, and more. In order to play the moving picture effect, the receiving device must be a Huawei or Honor device that can take moving pictures.
- If you share moving pictures to third-party apps or incompatible devices, they will display as static images.

# Add Stickers to Photos

## Add Stickers to Photos

Add a sticker, such as time, location, weather, or mood, to spice up your photos.

**1** Go to  **Camera** > **More** > **Stickers**.

If this mode is not there, touch  and then download **Stickers**.


**2** Touch  and select a sticker. The selected sticker will be displayed in the viewfinder.

**3** Drag the sticker to change its position. You can also edit the text of some types of stickers.

**4** Touch  to take a photo.






# Record Videos


## Record Videos

**1** Open  **Camera** and select **Video** mode.


**2** Adjust the following settings:



- Zoom in or out: On the viewfinder, pinch or spread two fingers, or drag the zoom slider.
- Focus: Touch where you want to focus. Touch and hold the viewfinder to lock the exposure and focus.
- Turn the flash on or off: Touch , then touch  to keep the flash on, or  to turn it off.
- Adjust the beauty effect: Touch  and drag the slider to adjust beauty settings.
- Adjust the video resolution and frame rate: Go to  > **Resolution** and select the desired resolution.  
Then touch **Frame rate** and **Encoding** to set the frame rate and encoding format.  
A higher resolution will result in a higher quality video, but will also take up more storage space.

**3** Touch  to start recording.

While recording, touch and hold  or  to smoothly zoom in or out.

Touch  to take a photo while recording.

**4** Touch  to pause and  to end the recording.

## Adjust Camera Settings

### Adjust Camera Settings

#### Adjust the Camera Resolution

**1** Open  **Camera** and touch  to access the **Settings** screen.

**2** Touch **Resolution** and select a resolution.

 This feature is not available in some modes.

#### Enable Location Tag

Enable **Location tag** to tag your location in photos and videos.


Swipe up on a photo or video in Gallery to view its shooting location.

#### Use the Assistive Grid to Compose Your Photos

Use the assistive grid feature to help you line up the perfect shot.

**1** Go to  **Camera** > .

**2** Enable **Assistive grid**.

**3** Grid lines will appear in the viewfinder. Place the subject of your photo on one of the intersecting points, then touch .

### Enable Mirror Reflection

When using the front camera, touch  to enable or disable **Mirror reflection**.

### Mute the Shutter Sound

Enable **Mute** to mute the camera shutter sound.

### Capture Smiles

Enable **Capture smiles**. The camera will take a photo automatically when it detects a smile in the viewfinder.

## Manage Gallery

### View Photos and Videos


In Gallery, you can view, edit, and share your photos and videos, as well as browse the clips automatically generated from them.

#### View by Album

You can view photos and videos by album on the **Albums** tab.

Some photos and videos are stored in default albums. For example, videos recorded with the camera are saved in the **Camera** album. Screenshots and screen recordings are saved in the **Screenshots** album.



#### View Details About Photos and Videos

- 1** Touch a photo or video to view it in Full screen mode. Touch the screen again to hide the menu.
- 2** In Full screen mode, you can check the following:
  - Basic information: Swipe up on the photo or video to view basic information.
  - Shooting details: Touch  and view shooting details in the popup box, including the storage path, resolution, and size.


### Search for Photos

Quickly locate a photo by searching for keywords in Gallery.











- 1 Open  **Gallery**, then touch  at the top of the screen.
- 2 Enter a keyword (such as "food", "scenery", or "flower").
- 3 Photos related to that keyword will be displayed. Touch a suggested keyword or enter more keywords to find more results.



## Edit Photos and Videos

Open  **Gallery**, touch the thumbnail of the photo you want to edit, then touch **Edit** to access the editing features.





- Rotate: Touch  and drag the angle wheel to the desired orientation. You can also touch **Rotate** to rotate your photo 90 degrees or **Mirror** to flip it.
- Crop: Touch  and drag the grid or its corners to make your selection. You can also select a fixed ratio and drag the corners of the grid to crop the photo.
- Add filter effects: Touch  to select a filter.
- Color splash: Touch  to select the colors you want to highlight. Other parts of the photo will be black and white.
- Blur: Touch , select a blur mode, and drag the slider to adjust the blur.
- Adjust photo effects: Touch  to adjust the brightness, contrast, saturation, and other qualities of the photo.
- Graffiti: Touch  to select a brush and color to add graffiti.
- Add a text element: Touch  to select an element style and font format.


## Add Stickers to Photos

- 1 Touch **Edit > Stickers**.
- 2 Select a type of sticker, such as **Time**, **Location**, **Weather**, or **Mood**.
- 3 Select a sticker and drag it to change its position. You can also edit the text of some types of stickers.
- 4 Touch  to save your edits and  to save the photo.

## Pixelate Photos




- 1 Touch **Edit > Mosaic**.
- 2 Select a mosaic style and size to censor parts of a photo.
- 3 To remove the mosaic, touch **Eraser** and wipe it off the photo.
- 4 Touch  to save your edits and  to save the photo.

## Rename Photos

- 1 In **Gallery**, touch the photo thumbnail you want to rename.
- 2 Go to  > **Rename** and enter a new name.
- 3 Touch **OK**.

## Share Photos and Videos


You can share photos and videos from Gallery in multiple ways.

- 1 Open  **Gallery**.
- 2 Use either of the following methods:
  - Share a single photo or video: Touch the photo or video, then touch .
  - Share multiple photos or videos: In an album, touch and hold to select multiple photos and videos, then touch .



## Manage Gallery

Organize photos and videos into albums to easily sift through them.


### Add Albums

- 1 Open  **Gallery**, then touch **Albums**.
- 2 Touch **Add album**, then name the album.
- 3 Touch **OK**.
- 4 Select the photos or videos you want to add.

## Move Photos and Videos

- 1 Open an album, then touch and hold to select the photos and videos you want to move.
  - 2 Touch  > **Move** to select the desired album.
  - 3 Once the items are moved, they will no longer be in their original album.
-  The **All photos** and **Videos** albums show all photos and videos stored on your device. Moving items across albums will not remove them from these albums.


## Delete Photos and Videos

Touch and hold to select the items you want to delete, then go to  > **Delete**.

-  The **All photos**, **Videos**, and **Camera** albums cannot be deleted.


Deleted photos and videos will be temporarily moved to the **Recently deleted** album before being permanently deleted after 30 days.

To permanently delete a photo or video manually, touch and hold its thumbnail in the

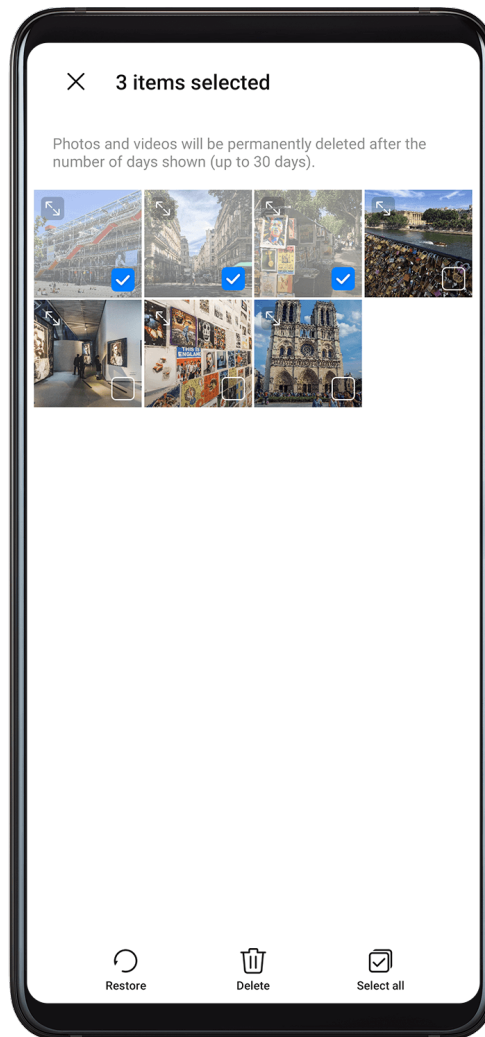
**Recently deleted** album, then go to  > **Delete**.

## Recover Deleted Photos and Videos

In the **Recently deleted** album, touch and hold to select the items you want to recover, then

touch  to restore them to their original albums.

If the original album has been deleted, a new one will be created.



## Add Photos and Videos to Favorites

Open a photo or video, then touch .


The item will appear in both its original album and the **My favorites** album.

# Apps

## Apps

### Apps


#### Locate an Installed App


Swipe down from the middle of the home screen to show the search bar, and enter the app name. When the app is found, touch  next to its name.

#### Uninstall an App

You can uninstall an app using either of the following methods:


- Touch and hold the app icon you want to uninstall until your phone vibrates, touch **Uninstall**, then follow the onscreen instructions to uninstall the app.

- Go to  **Settings** > **Apps** > **Apps**, touch the app you want to uninstall, then touch **Uninstall**.

 Some pre-installed system apps can't be uninstalled, as uninstalling them may cause system errors.

#### Clear the Cache of an App

Delete app cache files to free up storage space.

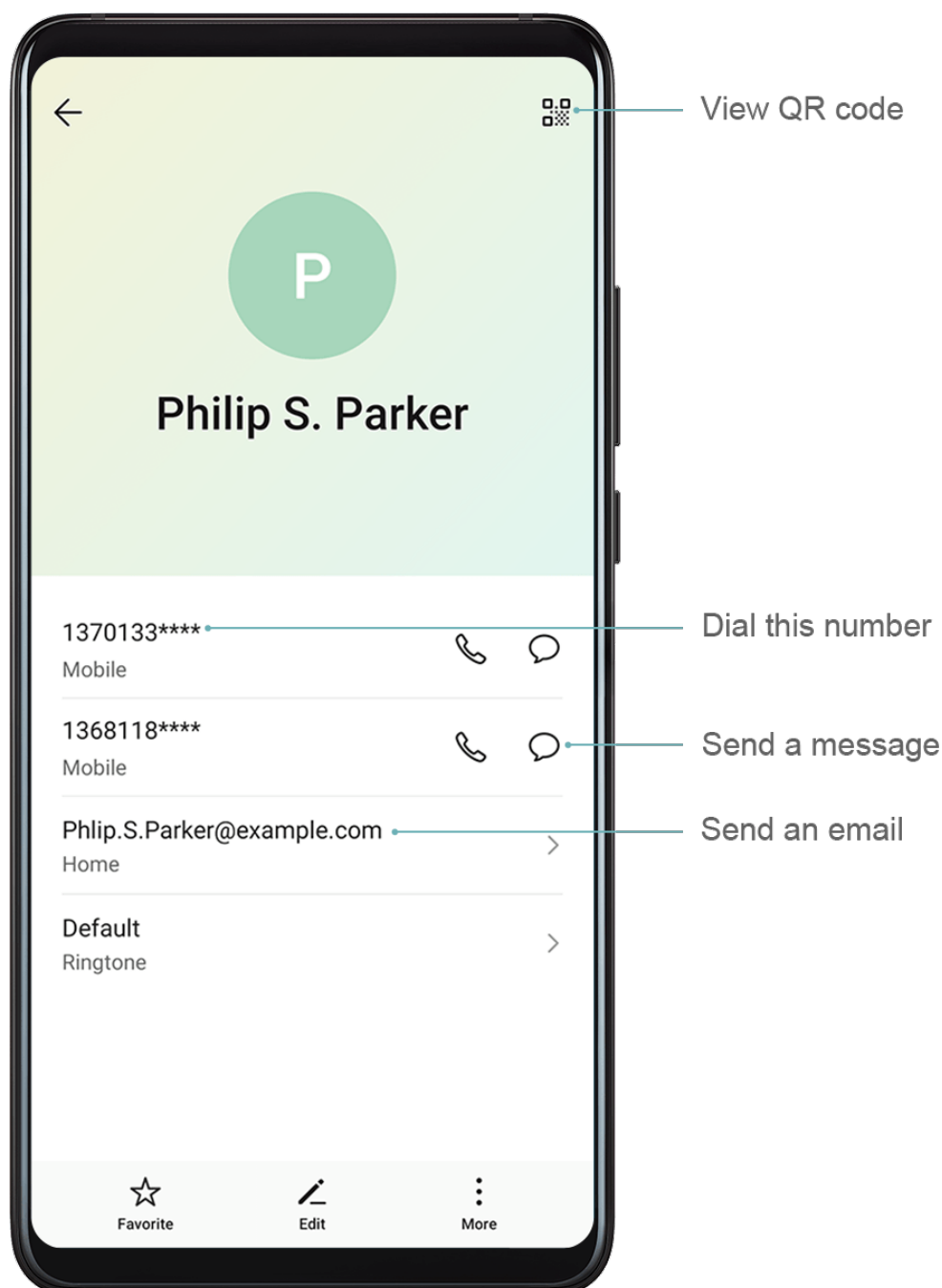
Go to  **Settings** > **Apps** > **Apps**, select the app that you want to clear the cache of, then go to **Storage** > **Clear cache**.

## Contacts




### Create and Edit Contact Information

You can create contacts in multiple ways, as well as view and manage your contacts list.







## Create Contacts

- 1 Open  **Phone**, select the **Contacts** tab at the bottom of the screen, then touch . If you are creating a contact for the first time, touch **Create new contact** to start adding a contact.
- 2 Touch the camera image to set a profile picture for the contact, enter information such as the name, organization, and phone number of the contact, then touch .


## Import Contacts

- 1 On the **Contacts** screen, go to  > **Settings** > **Import/Export**.
- 2 Select **Import via Bluetooth**, **Import via Wi-Fi Direct**, or **Import from storage**, then follow the onscreen instructions to import contacts.


## Search for Contacts

- 1 From the **Contacts** screen, go to  > **Settings** > **Display preferences** and touch **All contacts** to display all your contacts.
- 2 Search for contacts using either of the following methods:
  - Swipe down from the middle of the home screen and enter a keyword for the contact you want to find in the search box (such as their name, initials, or email address). You can also enter multiple keywords, such as "John London", to quickly find matching contacts.
  - Enter keywords for the contact you want to find in the search box above the contacts list. Matching results will be displayed below the search box.

## Share Contacts



- 1 On the **Contacts** screen, select the contact you want to share, then go to  > **Share contact**.
- 2 Select a sharing method, then follow the onscreen instructions to share the contact.



## Export Contacts

- 1 On the **Contacts** screen, go to  > **Settings** > **Import/Export**.
- 2 Touch **Export to storage** and follow the onscreen instructions to export contacts. The exported **.vcf** files are saved in the root directory of your device's internal storage by default. You can open **Files** to view the exported files in the internal storage.



## Delete Contacts

Delete contacts using either of the following methods:

- Touch and hold the entry you want to delete, then touch **Delete**.
- On the **Contacts** screen, go to  > **Settings** > **Organize contacts** > **Delete multiple contacts**, select the entries you want to delete, then touch .

To restore deleted contacts, go to  > **Settings** > **Organize contacts** > **Recently deleted**, touch and hold a contact you want to restore, select the check boxes of any others you also want to restore, then touch .




## Merge Duplicate Contacts

- 1 Open  **Phone**, select the **Contacts** tab at the bottom of the screen, then touch  > **Settings** > **Organize contacts** > **Merge duplicate contacts**.
- 2 Select duplicate contacts to be merged and touch **Merge**.



## Manage Contact Groups

You can conveniently send emails or messages to multiple contacts by creating and managing contact groups. Your phone automatically groups contacts by company, city, and last contact time, but you can also create new groups based on your preferences.



### Create a Contact Group

- 1 Open  **Phone**, select the **Contacts** tab at the bottom of the screen, then touch **Groups**.
- 2 Touch , enter the group name, such as "Family" or "Friends", then touch **OK**.
- 3 Follow the onscreen instructions to add contacts to the group, then touch .

### Edit a Contact Group

- 1 On the **Groups** screen, select the group you want to edit and touch  to add a new contact.
- 2 Touch  for **Remove members**, **Group ringtone**, **Delete group**, or **Rename**.

### Send Group Messages or Emails

On the **Groups** screen, open a group, then touch  to send a message or touch  to send an email.



### Delete Contact Groups

On the **Groups** screen, touch and hold the group to be deleted, then touch **Delete**.

## Create Personal Information

You can create a business card containing your personal information to share with others. You can also add personal emergency information so you can call for help quickly in an emergency.

### Create a Personal Business Card



- 1 Open  **Phone**, select the **Contacts** tab at the bottom of the screen, then touch **My card**.
- 2 Set your profile picture, enter personal information such as your name, work address, and phone number.
- 3 Touch  to automatically create a QR code business card. You can share your business card using the QR code.

### Add Emergency Information

- 1 From the **Contacts** screen, go to **My card > Emergency information**.
- 2 Touch **ADD** and set your personal, medical, and emergency contact information.

After adding emergency contacts, if you find yourself in an emergency, you can go to **Emergency > Emergency information > Emergency contacts** from the lock screen and select an emergency contact to make a call.

## Erase Contact Traces



- 1 Open  **Phone**, touch the **Contacts** tab at the bottom of the screen, then touch the contact for whom you wish to erase contact traces.
- 2 Go to  > **Erase history** > **Erase** to delete all call and message records for that contact.

## Phone



### Manage Call Logs

You can merge the call logs of the same contact or number for a tidier and more concise interface, or delete call logs as required.

#### Merge Call Logs



- 1 Go to  **Phone** >  > **Settings** > **Merge call log**.
- 2 Select **By contact** and your phone will automatically merge the call logs of the same number or contact.

#### View Missed Calls

- 1 To display all missed calls, open  **Phone**, swipe down on the call log list, then touch the **Missed** tab.  
All missed calls are displayed in red in the call log list for you to quickly identify them on the **All** screen.
- 2 Touch  next to a call log to call back or send a message.

#### Delete Call Logs

Delete call logs using either of the following methods:




- On the **Phone** screen, touch and hold a call log, then touch **Delete entry**.
- On the **Phone** screen, go to  > **Delete entries**. Select multiple call logs, then touch  to delete them.

### Set a Ringtone for Incoming Calls

You can set your favorite music or a video as the ringtone for incoming calls.

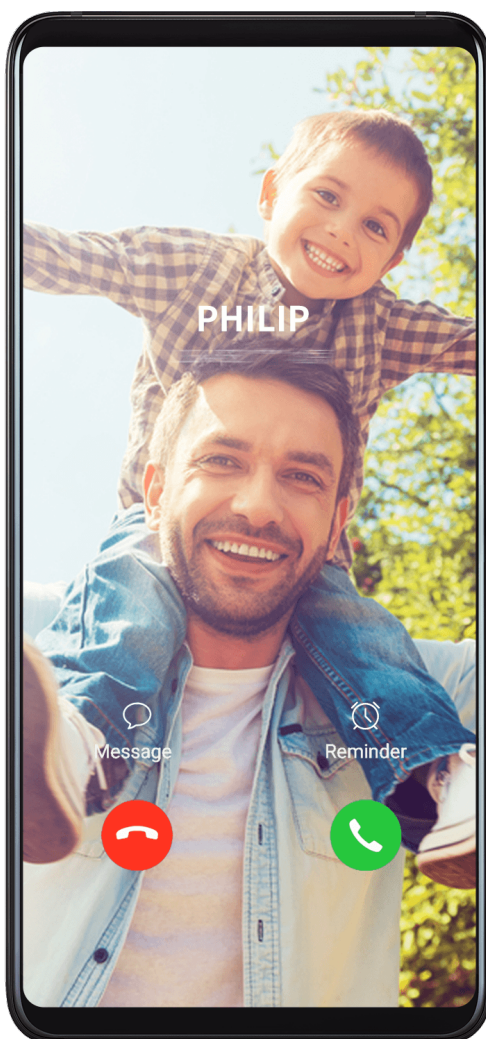
If two SIM cards have been inserted into your phone, configure the ringtone separately for SIM 1 and SIM 2.





## Set a Music Ringtone

- 1 Go to  **Phone** >  > **Settings** > **ringtone** or  **Settings** > **Sounds & vibration** > **Phone ringtone**.
- 2 Select a system ringtone, or touch **Music on device** to select a local song as the ringtone.


## Set a Video Ringtone

Set a video as the ringtone for incoming calls.



- 1 Go to  **Phone** >  > **Settings** > **ringtone** or  **Settings** > **Sounds & vibration** > **Phone ringtone**.
- 2 Touch **Video ringtones** and select a video to preview the effect for incoming calls.
- 3 Touch  to set the video as the ringtone.

## Set a Ringtone for a Contact

- 1 Open  **Phone**, touch the **Contacts** tab at the bottom of the screen, then select the contact you want to set a ringtone for.
- 2 On the contact details screen, touch **Ringtone** and select a ringtone.





## Manage Incoming Calls

You can use the call waiting feature to answer incoming calls when you are already engaged in a previous call.





If you cannot answer a call because your phone is faulty or the network signal is poor, you can also set call forwarding to forward calls to another number or device.

### Answer or Reject an Incoming Call

If you receive a call when the screen is locked:


- Drag  right to answer the call.
- Drag  left to reject the call.
- Touch  to reject the call and reply with an SMS message.
- Touch  to set a callback reminder.



If you receive a call when the screen is unlocked:

- Touch  to answer the call.
- Touch  to reject the call.
- Touch  to reject the call and reply with an SMS message.
- Touch  to set a callback reminder.

### Enable Call Waiting


The Call waiting feature lets you answer incoming calls when a call is already in progress by placing the first call on hold.

 This feature requires the support of your mobile carrier. For details, contact your carrier.


Go to  **Phone** >  > **Settings**. Under the SIM card you wish to enable call waiting on, click **More** > **Call waiting**.

 Features may vary depending on your carrier.

### Answer a New Incoming Call During a Call


- 1 When you receive an incoming call when you are already engaged in a previous call, touch  to answer it.




- 2 Touch , or touch a held call in the call list to switch between the two calls.

### Enable Call Forwarding


After the Call forwarding feature is enabled, calls that meet set conditions will be automatically transferred to a specified phone number.

 This feature requires the support of your mobile carrier. For details, contact your carrier.

- 1 On the **Phone** screen, go to  > **Settings**, and touch **Call forwarding** under the SIM card you wish to enable call forwarding on.
- 2 Select and enable a forwarding method, then enter and confirm the target number.

 Features may vary depending on your carrier.

### Disable Call Forwarding

- 1 On the **Phone** screen, go to  > **Settings**, and touch **Call forwarding** under the SIM card you wish to disable call forwarding on.
- 2 Select the forwarding mode that you wish to disable and disable it.

 Features may vary depending on your carrier.

## Filter and Block Spam Calls

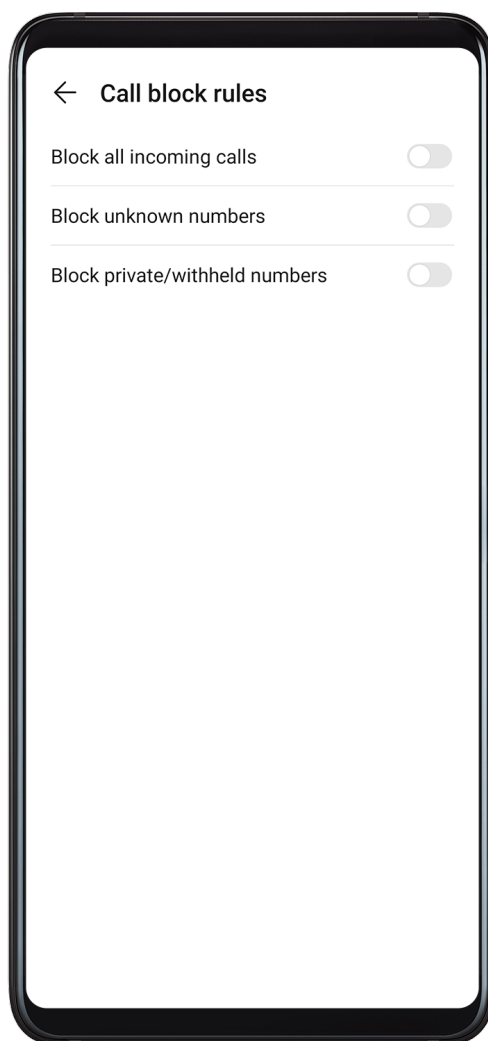
Set different block rules to block sales, fraud, and other kinds of spam calls.

### Filter and Block Spam Calls

**1** Go to  **Phone** >  > **Blocked** >  and set the block rules.






Alternatively, go to  **Optimizer** > **Blocked** >  to set the block rules.

**2** Touch **Call block rules** and toggle on the switches of corresponding block rules.



### Block Incoming Calls from Specific Numbers

You can block incoming calls from specific numbers using either of the following methods:

- Go to  **Phone** >  > **Blocked** >  > **Blocklist**, touch , then add the phone numbers you want to block.
- On the **Phone** screen, touch the **Contacts** tab at the bottom, touch the contact you want to block, then go to  > **Block contact**.




## Set Whether to Receive Notifications for Blocked Calls

Go to  **Phone** >  > **Blocked** >  > **Receive notifications** and set whether to receive notifications for blocked calls.

## Emergency SOS and Calls

### Use Emergency SOS

If you encounter an emergency, you can quickly and secretly send an SOS message to your emergency contacts.


- 1 Enable GPS and allow the Emergency SOS feature to access your location.
- 2 Go to  **Settings** > **Security** > **Emergency SOS**, enable **Also send SOS message**, then set your emergency contacts.


Once you have enabled the Emergency SOS feature, if you encounter an emergency, press the Power button five times in quick succession and your phone will automatically send a message with your current location to your emergency contacts.

Once the message is sent, your phone will bring up the emergency call screen, from which you can quickly call an emergency service or one of your emergency contacts.

### Make Emergency Calls

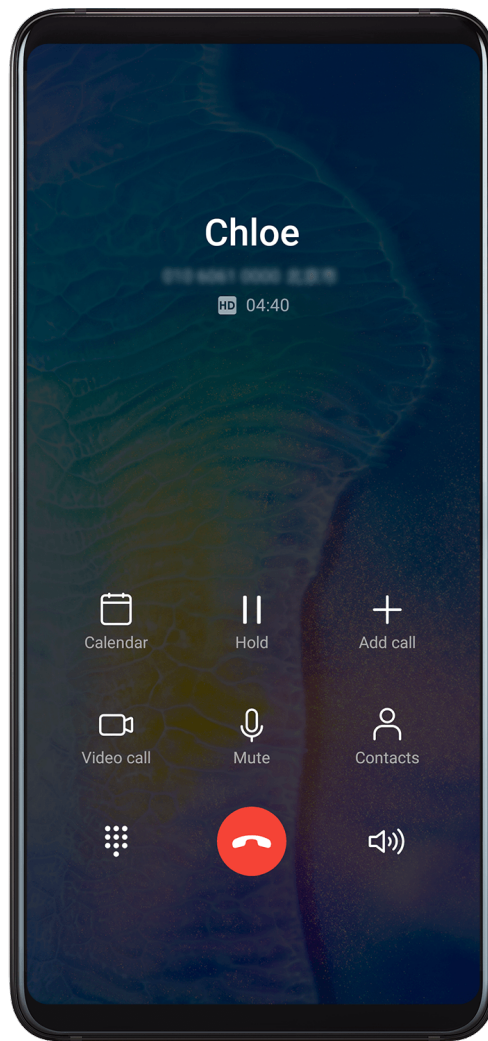
In the event of an emergency, you can make emergency calls directly from the lock screen of your phone even if there is no signal.





 The emergency call feature is subject to local regulations and individual mobile carriers. Network issues or other types of interference may lead to failed emergency calls.

- 1 On the lock screen, touch **Emergency**. If you are in an area with good signal, your phone will automatically obtain your location and display it on the screen.
- 2 Enter your local emergency number and touch  to call the number. Alternatively, touch **Emergency information** and select an emergency contact to call.

### Make Operations During a Call

During a call, an in-call menu will be displayed.





- Touch  to enable hands-free mode.
- Touch  to start another call (only available once three-way calling has been activated). For details, contact your mobile carrier.
- Touch  to use the dialer.
- During a call, you can hide the call screen and access other apps by returning to the previous screen or home screen using the current navigation mode.  
Touch the green status bar at the top of the screen to return to the call screen.
- Touch  to end the call.

## Use Voicemail

Divert calls to your voicemail when your device is switched off or when there is no cellular coverage. Callers can leave a voice message which you can listen to later.

This feature requires service support from your mobile carrier. Contact your mobile carrier for details.

## Enable Voicemail

- 1 Go to  **Phone** >  > **Settings** and touch **More** under the SIM card you wish to enable voicemail on.
- 2 Go to **Voicemail** > **Voicemail number**, enter the voicemail number obtained from your carrier, and touch **OK**.

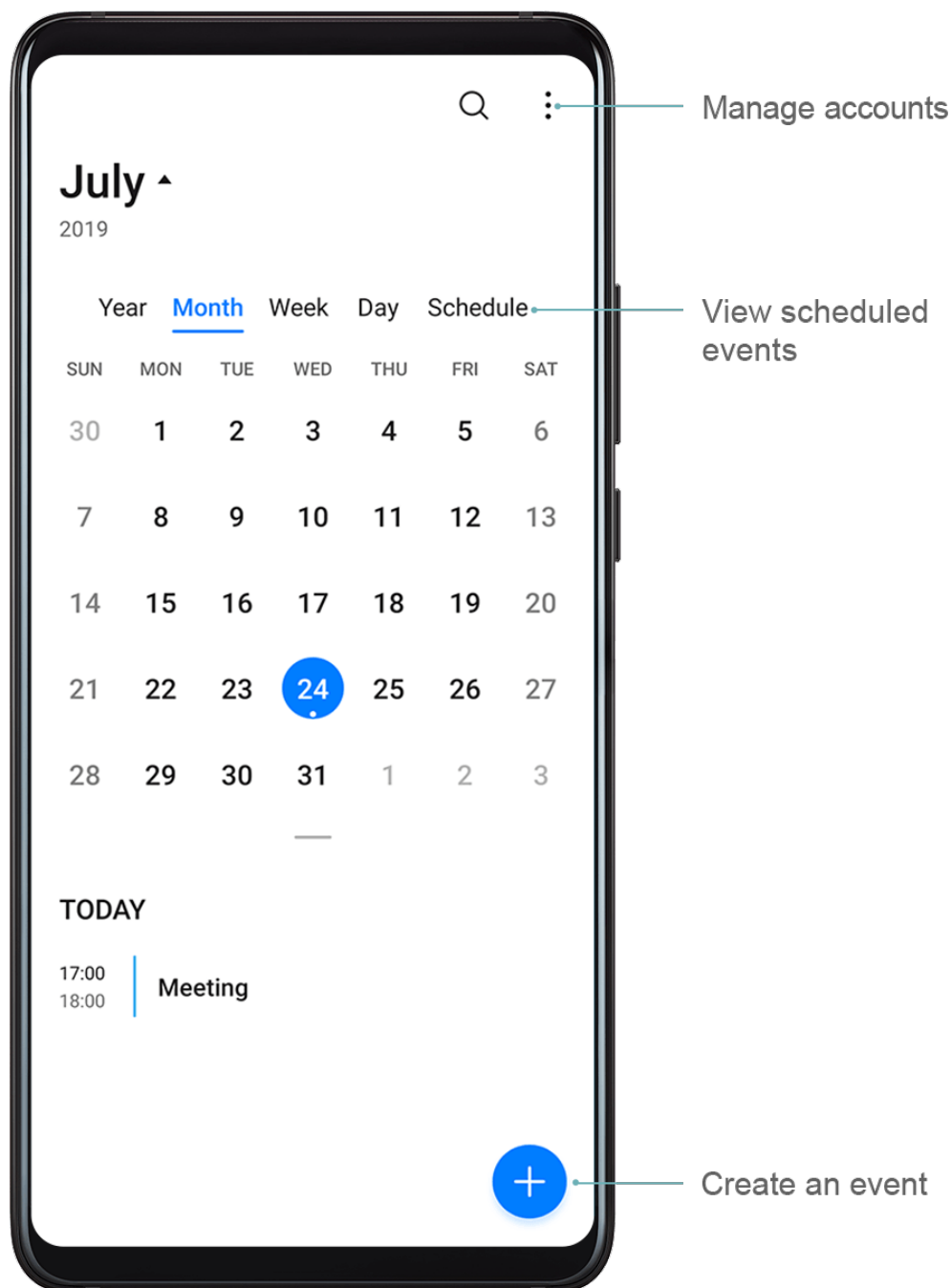
## Listen to a Voicemail Message

Touch and hold the 1 key on the dialer and then enter your voicemail number.



# Calendar

## Add and Manage Events


Events help you plan and manage activities in your daily life and work, such as attending company meetings, arranging social get-togethers, and making credit card repayments. You can add events and set reminders to help you arrange your schedule in advance.



## Create an Event

- 1 Open 31 **Calendar** and touch .
- 2 Enter the details of the event, such as the title, location, and start and end times.
- 3 Touch **Add reminder** to set the reminder time for the event.
- 4 Touch  to save the event.


## Import Meeting Reminders

- 1 Go to 31 **Calendar** >  > **Manage accounts**.
- 2 Touch **Add account**, then follow the onscreen instructions to add your work emails (from your Exchange account) to the calendar to see meeting reminders.

## Search for Events



- 1 On the **Calendar** screen, touch .
- 2 Enter keywords of your event in the search box, such as the title and location.

## Share an Event

- 1 On the **Calendar** screen, touch an event on the calendar or under the schedule.
- 2 Touch  and follow the onscreen instructions to share the event using whichever method you prefer.

## Delete Events



You can delete events using the following methods:

- On the **Calendar** screen, then touch the event to be deleted and touch .
- Touch **Schedule**, touch and hold an event, select the events you want to delete, then touch .

## Set a Calendar Notification



Set the calendar notification type according to your requirements. You can set status bar notifications, banner notifications, sound notifications, and more.

You can also change the default reminder time to control when your phone will send you a reminder.

- 1 Go to  **Calendar** >  > **Settings**.
- 2 In the reminder settings, set **Default reminder time** and **Reminder time for all-day events**.
- 3 Touch **Notifications** and enable **Allow notifications**. Then follow the onscreen instructions to set a notification type.

## Customize the Calendar View

Set the start day of the week, whether or not to show week numbers, and more in the calendar view settings.

- 1 Go to  **Calendar** >  > **Settings**.
- 2 Set the start day of the week, whether or not to show week numbers, and so on.

## Set Alternate Calendars

Set the Calendar to display other calendars as well, such as the Chinese lunar calendar or the Islamic calendar.

- Go to  **Calendar** >  > **Settings** > **Alternate calendars** and select another calendar.

## View National/Regional Holidays

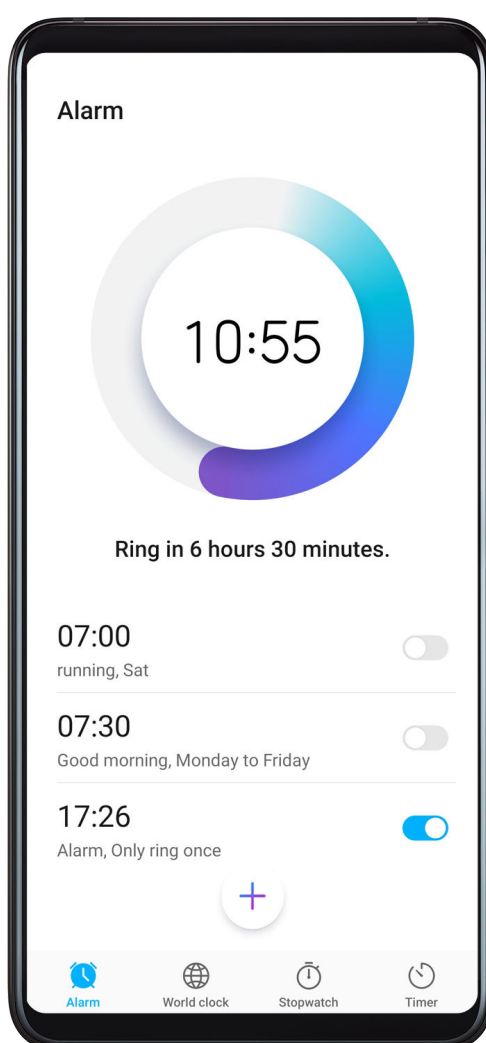
View national/regional holidays in the calendar to help plan your travel.

- 1 Go to **Calendar** > **Settings** > **National/Regional holidays**.
- 2 Turn on the switch of a country/region, and your phone will automatically download holiday information for that country/region and display it in the Calendar.

## Clock

### Alarm


You can set alarms to play a sound or vibrate at specific times.



### Set an Alarm

- 1 Go to **Clock** > **Alarm**, touch **+**, and set a time.
- 2 Select a sound for the alarm. The sound will play when you select it. You can press the Volume buttons to adjust its volume.
- 3 Set the following options according to your preferences:

- Repeat
- Vibrate
- Ring duration
- Snooze duration
- Label

**4** When you are finished, touch .




### **Modify or Delete an Alarm**

Touch an existing alarm to modify or delete it.

### **Timer and Stopwatch**

You can use the timer to count down from a specified time. You can also use the stopwatch to measure the duration of an event.

#### **Timer**

Go to  **Clock > Timer**, set the duration of time, and touch  to start the timer. To stop it, touch .



#### **Stopwatch**

Go to  **Clock > Stopwatch**, and touch  to start the stopwatch. To stop it, touch .

### **View the Time in Cities Worldwide**








Use **Clock** to see the local time in different time zones around the world.

Go to  **Clock** > **World clock**, touch , and enter the name of a city or select one from the list of cities.

## Notepad

### Create Notes

You can create notes to record your thoughts and inspirations.



- 1 Go to  **Notepad** > **Notes**, then touch .
- 2 Enter the title and content of the note.
- 3 Touch  to insert a picture into the note as needed. Touch and hold the picture, then drag it to the desired position in the note.
- 4 If you want to organize your notes for easier access and viewing, touch  to add a tag to your note after finishing it.
- 5 Touch  to save the note.



## Create To-Dos

You can create to-dos with a set time to remind you to complete them.

If you set a time, your phone will send you a reminder notification at the specified time.

- 1 Go to  **Notepad** > **To-dos**, then touch .
- 2 Enter your to-do.
- 3 Touch **Save**.

## Manage Your Notepad



You can sort your Notepad items by category and put them into different folders, delete unwanted items, and share items with other people.

When viewing a list of items or an individual item in Notepad, touch the status bar at the top of the screen to quickly return to the first item or the beginning of the item you are viewing.

### Sort Notepad Items by Category


Different types of notes can be sorted by category and displayed in different colors for more convenient viewing.

You can sort notepad items using either of the following methods:

- On the **All notes** or **All to-dos** screen, swipe left on an item, touch , then select a tag.
- Touch and hold a note or to-do, select or drag over the check boxes of the notes or to-dos you want to categorize under the same tag, then touch  to select a tag.



### Share Notepad Items


You can share your Notepad items as text files or images.

On the **All notes** or **All to-dos** screen, touch the item to be shared, touch , then follow the onscreen instructions to share it.

### Delete Notepad Items

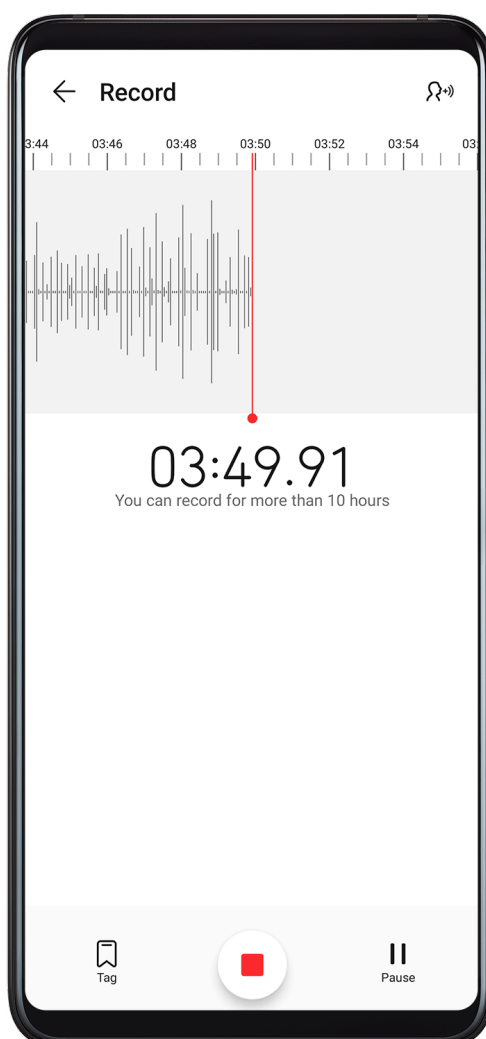
You can delete notepad items using either of the following methods:

- On the **All notes** or **All to-dos** screen, swipe left on a note or to-do, then touch  to delete it.
- Touch and hold a note or to-do you want to delete, select or drag over the check boxes of any other notes or to-dos you want to delete as well, then touch .


To restore a deleted Notepad item, touch **All notes** or **All to-dos**, select the item you want to restore in **Recently deleted**, then touch .


# Recorder

## Recorder



**1** In the **Tools** folder, open  **Recorder**, and touch  to start a recording.

**2** During a recording, you can touch  to add a tag.

**3** When you are finished, touch  to stop recording.


**4** You can also touch and hold a recording, then share, rename, or delete it.



Recordings are saved under **Files** > **Categories** > **Internal storage** > **Sounds**.

### Play a Recording




Recording files are listed on the  **Recorder** home screen. Touch a recording to play it.

On the recording playback screen, you can:



- Touch  to skip the muted parts.

- Touch  to adjust the playback speed.
- Touch  to add a tag.
- Touch a tag to rename it.

## Edit a Recording

- 1 On the  **Recorder** home screen, touch a recording.
- 2 Touch  to display the waveform of the recording.
- 3 Drag the start and end bars to adjust the clip length. Pinch your fingers on the waveform to zoom in or out to adjust the clip length more precisely.
- 4 Touch  and select **Keep selected part** or **Delete selected part**.

## Share Recordings


- 1 On the  **Recorder** home screen, touch the recording you want to share to play it.
- 2 Go to  > **Share**.
- 3 Select your preferred sharing method and follow the onscreen instructions to share the recording.

# Email

## Add Email Accounts

Add your email account in **Email** and you can use your phone for convenient email access at any time.

### Add a Personal Email Account




- 1 Open  **Email** on your phone and select from the available mailbox providers or touch **Other**.
- 2 Enter the email address and password, touch **Sign in**, and follow the onscreen instructions to configure the server settings. The system will automatically connect to the server and check the server settings.

## Send Emails

Select an email account and write emails to send them to the recipients' email addresses.

### Send an Email

- 1 Open  **Email**, then touch .




- 2 Enter the recipient's email address, or touch  to select a contact or group, then touch .
- 3 Add the addresses of any recipients to whom you wish to CC or BCC the email. If you have more than one email account, you will also need to select the email address you wish to send the email from.
- 4 Write the email and enter the subject, then touch .

### Save an Email as a Draft

On the **Compose** screen, touch  to save the email as a draft.



Go to **Inbox > Show all folders > Drafts** to view draft emails.

### Reply to an Email

- 1 On the **Inbox** screen, open the email you wish to reply to.
- 2 Touch  to reply to just the email sender, or touch  to reply to everyone on the thread.
- 3 After writing your reply, touch .

### Set Email Notifications



Set a notification mode for your emails based on your needs.

- 1 Go to  **Email** >  > **Settings** > **General** > **Notifications** and enable **Allow notifications**.
- 2 Select the email account you want to set notifications for, turn on the **Allow notifications** switch, then select a notification mode.

### View and Manage Emails

Receive, view and manage your emails in the inbox.

#### View an Email


- 1 Open  **Email**, then swipe down on the **Inbox** screen to refresh the email list. If you have multiple email accounts, touch **Inbox** and select the email account you want to view.
- 2 Open an email, then view, reply to, forward, or delete the email.  
If you are notified about an important event in an email, touch  > **Add to calendar** to import the event into your calendar.
- 3 Swipe left or right to view the next or previous email.

### Organize Emails by Subject

On the **Inbox** screen, go to  > **Settings** > **General**, then enable **Organize by subject**.

## Sync Emails


After automatic email syncing is enabled, the emails on your phone will be automatically synced with those on the email server.

- 1 On the **Inbox** screen, go to  > **Settings**.
- 2 Touch the account you wish to sync emails for, then turn on the **Sync email** switch.
- 3 Touch **Sync frequency** to set the automatic syncing period.

## Search for an Email

On the **Inbox** screen, touch the search box, then enter keywords such as the subject or content of the email.



## Delete Emails

On the **Inbox** screen, touch and hold the email to be deleted, drag over the check boxes of any other emails you want to delete, then touch .

## Manage Email Accounts

You can add multiple email accounts so you can manage them at the same time.


### Add Email Accounts

- 1 Go to  **Email** >  > **Settings** > **Add account**.
- 2 Select an existing email service provider or touch **Other**, then follow the onscreen instructions to add an email account. Repeat for each of the accounts you wish to add.


### Switch Between Email Accounts

On the **Inbox** screen, touch **Inbox** and select the email account you wish to use.

### Change Account Name and Signature

On the **Inbox** screen, go to  > **Settings** and select an account. You can then set or change the **Account name**, **Signature**, and **Default account**.

### Log Out of an Email Account



On the **Inbox** screen, go to  > **Settings**, select an account, and touch **Remove account**.

## Manage VIP Contacts





Important email contacts can be added as VIP contacts. Emails from VIP contacts will be automatically stored in the VIP inbox.

### Add a VIP Contact

You can add VIP contacts using either of the following methods:

- Go to  **Email** >  > **Settings** > **VIP contacts**. On the **VIP list** screen, go to **Add** > **Create** or touch **Add from contacts**, then follow the onscreen instructions.
- Open an email, touch the account name of the sender or receiver, then touch **Add to VIP list**.

### Delete a VIP Contact

- 1 Go to  **Email** >  > **Settings** > **VIP contacts**.
- 2 On the **VIP list** screen, touch .
- 3 Select the VIP contact to be deleted, then touch .


## Calculator

### Calculator

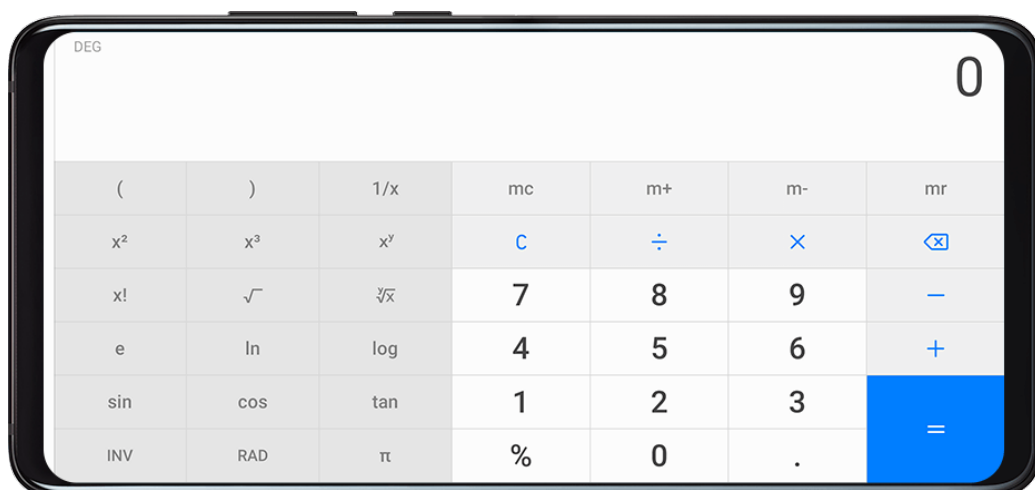
Use the calculator on your phone to perform basic mathematical calculations and for calculating exponential, logarithmic, and trigonometric functions.

#### Use the Basic Calculator

You can open the calculator using either of the following methods:

- Swipe down from the middle of the home screen to display the search box. Search for **Calculator**, and the first result will be the preinstalled **Calculator** app.
- Find **Calculator** in the **Tools** folder.
- Swipe up from the bottom of the lock screen to display the shortcut panel, then touch  to open the calculator.

#### Use the Scientific Calculator



Open the calculator and rotate your phone to landscape orientation.



## Copy, Delete, or Clear Numbers

- Copy a calculation result: Touch and hold the calculation result, touch **Copy**, then paste the result somewhere else, such as in a note or message.
- Delete the last digit: Touch the Back button.
- Clear the display: Touch the Clear (C) button.

## Flashlight

### Flashlight

You can turn on the flashlight using either of the following methods:


- Swipe down from the status bar to open the notification panel, and touch  to turn on the flashlight. Touch the icon again to turn off the flashlight.
- Swipe up from the bottom of the lock screen to display the shortcut panel, and touch  to turn on the flashlight. Touch the icon again to turn off the flashlight.

## App Twin

### App Twin

App Twin enables you to log in to two Facebook accounts simultaneously without the hassle of having to constantly switch between them, allowing you to keep your work and private lives separate.

 **App Twin** will only work with certain apps.

- 1 Go to  **Settings** > **Apps** > **App Twin**, and turn on the switch for the app you want to create a twin of.
- 2 Two icons for the same app will display on the home screen for you to log in to your separate accounts simultaneously.
- 3 To disable App twin, touch and hold the twinned version of the app, then touch **Delete**. All the data of the twin app will be deleted.

## Quickly Access Frequently Used App Features


### Quickly Access Frequently Used App Features


You can access frequently used features of certain apps from app icons on the home screen, and even add shortcuts for these features to the home screen.

### Quickly Access Frequently Used App Features



Touch and hold an app icon until a pop-up menu is displayed. Then touch a frequently used feature to access it.

For example, touch and hold the  icon, then touch a shooting mode from the pop-up menu to access it.

 If no pop-up menu is displayed after you touch and hold an app icon, the app does not support this feature.


### Add Frequently Used App Features to the Home Screen

Touch and hold an app icon on your home screen to bring up the pop-up menu. Touch and hold the desired feature and drag it to your home screen to create a shortcut.

## Optimizer

### Cleanup

You can use **Cleanup** in **Optimizer** to scan for redundant or large files, such as app residue, unwanted installation packages, WeChat data, and more. Once detected, you can choose whether or not to delete files as suggested.

**1** Open  **Optimizer**, then touch **Cleanup**.




- 2 When the scan is complete, touch **Clean up** after each item and delete any files you don't need.

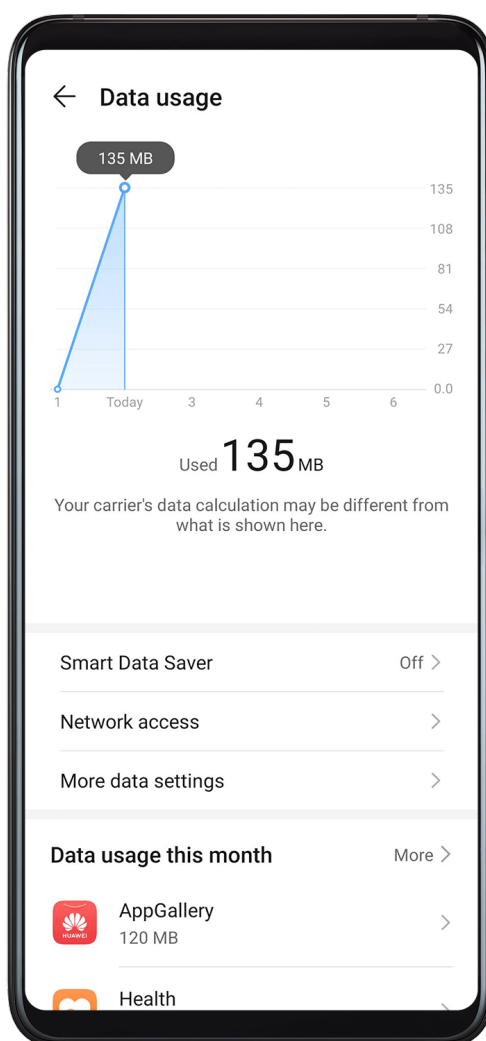
## Clean Up Duplicate Files

**Optimizer** can identify duplicate files on your phone.

On the **Cleanup** screen, touch **Duplicate files**, then select unwanted files to delete them.

## Manage Data Usage

Open  **Optimizer**, then touch **Data usage** to view data usage and manage network access.



## View and Manage High Data Consumption Apps


- 1 You can find out how much data your apps are using in comparison to each other by going to **Data usage this month** on the Data usage screen.
- 2 Touch a high data consumption app to set mobile data, roaming data, or background data usage limits for it.

## View and Set the Network Access Permission of an App

On the Data usage screen, touch **Network access**, then change the settings for apps that consume a large amount of data (such as video streaming apps) so they can only be used when you are connected to a Wi-Fi network.

## Enable or Disable Smart Data Saver

Enable Smart Data Saver to prevent apps from using mobile data in the background.

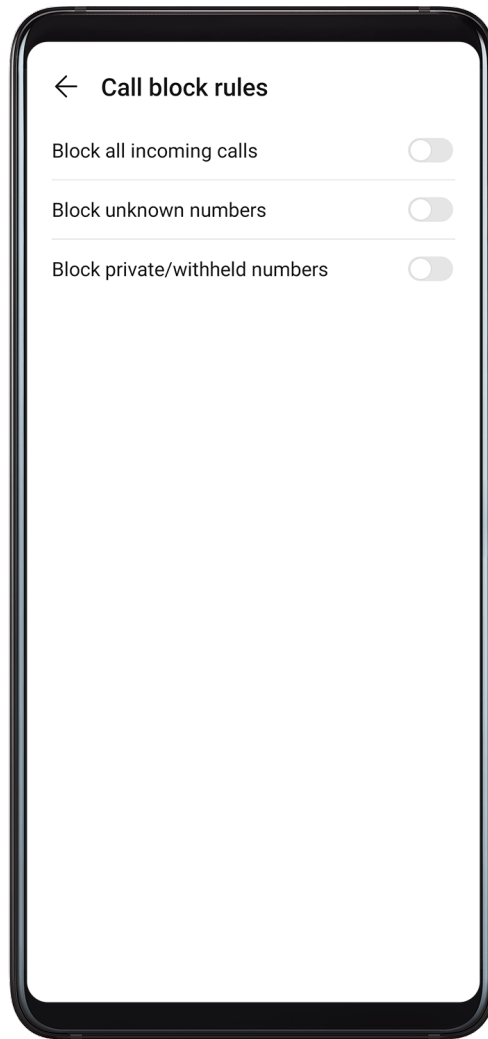
- 1 On the Data usage screen, touch **Smart Data Saver**, then enable it. The  icon will then display in the status bar.
- 2 If you want to allow unrestricted access to data for some apps even when they are running in the background, toggle on the switches for these apps.

## Filter and Block Spam Calls

Set different block rules to block sales, fraud, and other kinds of spam calls.






### Filter and Block Spam Calls

- 1 Go to  **Phone** >  > **Blocked** >  and set the block rules.  
Alternatively, go to  **Optimizer** > **Blocked** >  to set the block rules.
- 2 Touch **Call block rules** and toggle on the switches of corresponding block rules.



### Block Incoming Calls from Specific Numbers

You can block incoming calls from specific numbers using either of the following methods:

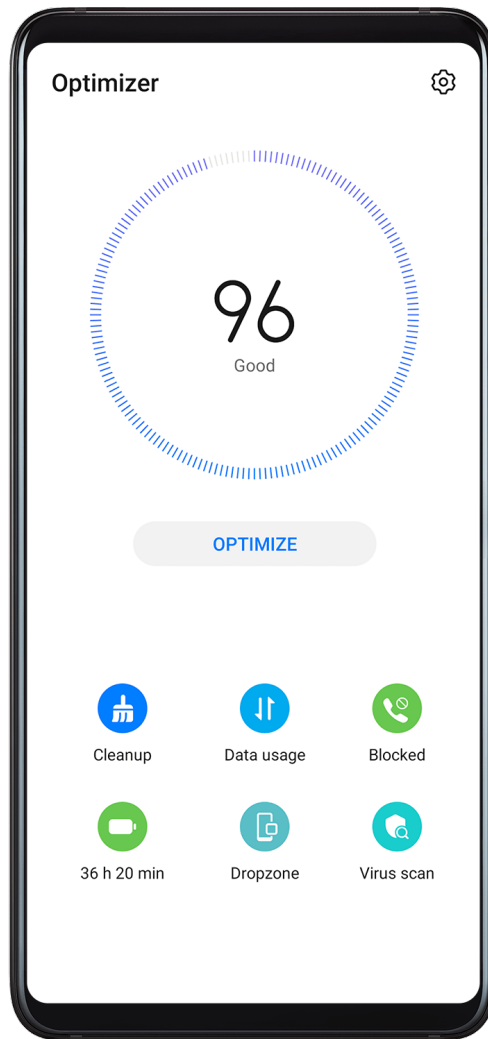
- Go to  **Phone** >  > **Blocked** >  > **Blocklist**, touch  , then add the phone numbers you want to block.
- On the **Phone** screen, touch the **Contacts** tab at the bottom, touch the contact you want to block, then go to  > **Block contact**.


### Set Whether to Receive Notifications for Blocked Calls

Go to  **Phone** >  > **Blocked** >  > **Receive notifications** and set whether to receive notifications for blocked calls.

### One-Touch Optimization

Use the **OPTIMIZE** feature of **Optimizer** to keep your phone in an optimal state.

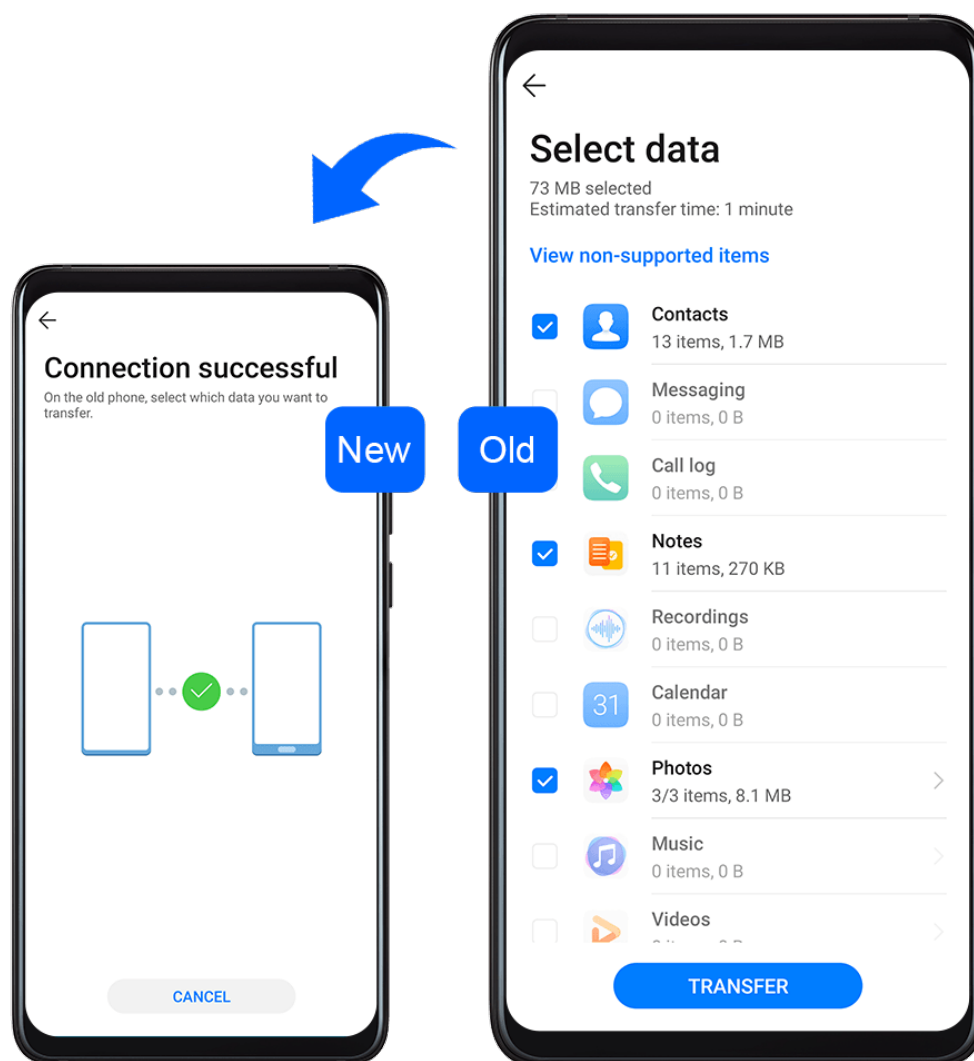


- 1 Open  **Optimizer** and touch **OPTIMIZE**.
- 2 Results and recommendations will be displayed once the optimization is complete.
- 3 Follow the recommendations according to your requirements to further optimize your phone.




## Phone Clone


### Phone Clone

**Phone Clone** lets you quickly and seamlessly move all the basic data (including contacts, calendar, images, and videos) from your old phone to your new phone.







## Clone Data from an Android Device

- 1 On your new phone, open  **Phone Clone** (in the **Tools** folder by default). Alternatively, go to  **Settings** > **System & updates** > **Phone Clone**, touch **This is the new phone**, then touch **Huawei** or **Other Android**.
- 2 Follow the onscreen instructions to download and install **Phone Clone** on your old device.
- 3 On your old device, open  **Phone Clone** and touch **This is the old phone**. Follow the onscreen instructions to connect your old device with your new phone by scanning a code or connecting manually.
- 4 On your old device, select the data you want to clone, then touch **Transfer** to start cloning.

 Phone Clone is only available on phones running Android 4.4 or later.


## Clone Data from an iPhone or iPad

- 1 On your new phone, open  **Phone Clone** (in the **Tools** folder by default). Alternatively, go to  **Settings** > **System & updates** > **Phone Clone**, touch **This is the new phone**, then touch **iPhone/iPad**.
- 2 Follow the onscreen instructions to download and install **Phone Clone** on your old device.

- 3 On your old device, open  **Phone Clone** and touch **This is the old phone**. Follow the onscreen instructions to connect your old device with your new phone by scanning a code or connecting manually.
  - 4 On your old device, select the data you want to clone, then follow the onscreen instructions to complete the data cloning.
-  Phone Clone is only available on phones running iOS 8.0 or later.

## Tips

### Tips

 **Tips** provides you with an abundance of information so you can quickly familiarize yourself with your phone and make the best use of it. In **Tips**, you can also find a full set of user guides for more detailed instructions.

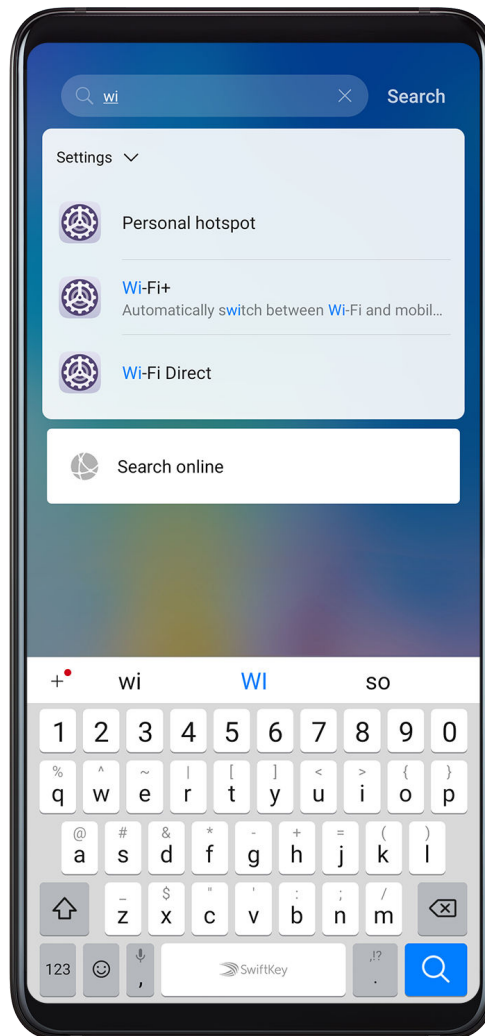
- Vividly depicted cards: Browse through the easy-to-read cards with a short clip or image to quickly get to grips with all the most useful features on your phone. The cards are categorized so you can jump directly to a category you are interested in.
- User guides: Find detailed instructions in the comprehensive user guides.
- Try out features: A **Try now** button is available in certain cards for you to try out the feature immediately.


# Settings

## Search for Items in Settings

### Search for Items in Settings

Tired of trudging through layers of settings options? Just search for them using the search bar or HiVoice.




- Swipe down from the middle of the home screen to show the search bar. Enter the option name, and your phone will show search results.
- Open  **Settings**, enter the option name in the search box at the top of the screen and your phone will show search results.


## Wi-Fi

### Connect to a Wi-Fi Network

Connecting to the Internet over Wi-Fi is an effective way to save mobile data. You can also enable Wi-Fi security monitoring to avoid risky hotspots and ensure safe Internet access.

## Connect to a Wi-Fi Network




 Be extra careful when connecting to a free public Wi-Fi hotspot to avoid security risks and financial losses resulting from the leakage of your personal data.


- 1 Go to  **Settings** > **Wi-Fi**, and enable **Wi-Fi**.
- 2 Connect to a Wi-Fi network on the **Wi-Fi** screen using either of the following methods:
  - Select a Wi-Fi network to connect to under **Available networks**. A password is required for encrypted networks.
  - To manually add a Wi-Fi network, scroll down to the bottom of the screen, touch **Add network**, and enter the SSID and password as prompted to complete the connection.

The  icon displayed in the status bar indicates that the phone is connected to Wi-Fi.

## Wi-Fi Direct

Wi-Fi Direct is used to transfer data between Huawei devices. Compared to Bluetooth, Wi-Fi Direct helps you transfer bigger files in a faster way to nearby devices without having to pair the devices.



- 1 On the recipient device, go to  **Settings** > **Wi-Fi** and enable **Wi-Fi**.
- 2 Then go to  > **Wi-Fi Direct** to start searching for the nearby Huawei device that has enabled Wi-Fi Direct.
- 3 On the sending device, touch and hold a file, select the files you want to share, touch , and select **Wi-Fi Direct**.
 

 Operations may vary if you are sharing files from apps directly.
- 4 Touch the icon of the recipient device to establish a connection, and then share the files.
- 5 On the recipient device, accept the Wi-Fi Direct transfer request.

To view the files received, open **Files**, then go to **Internal storage** > **Wi-Fi Direct** on the **Categories** tab.

## Wi-Fi+

Once Wi-Fi+ is enabled, when your phone detects a Wi-Fi network that it has previously connected to or that is free, it will automatically enable Wi-Fi and connect to the network. Your phone will also evaluate the stability of Wi-Fi networks and switch to mobile data when the Wi-Fi signal is poor. Please note, this may incur extra charges.

- 1 Go to  **Settings** > **Wi-Fi**.
- 2 Go to  > **Wi-Fi+** and enable or disable **Wi-Fi+**.

## Bluetooth





## Bluetooth Basics

You can connect your phone to Bluetooth headsets, speakers, and car kits. You can also use Bluetooth to share data between your phone and other devices.

Make sure your phone is within 10 m (about 33 ft.) of other Bluetooth devices.

### Enable or Disable Bluetooth

You can enable or disable Bluetooth in either of the following ways:

- Swipe down from the status bar to open the notification panel, then touch  to enable or disable **Bluetooth**. Touch and hold the switch to enter the **Bluetooth** settings screen.
- Go to  **Settings** > **Bluetooth**, then enable or disable **Bluetooth**.


### Set a Bluetooth Name

Set a Bluetooth name for your phone to easily identify it during connection.

- 1 On the **Bluetooth** settings screen, toggle the **Bluetooth** switch on.
- 2 Touch **Device name**, enter a name, then touch **OK**.



### Pair with a Bluetooth Device

- 1 Enable Bluetooth on the target device and set it to discoverable. For detailed instructions, refer to the device's user guide.
- 2 From your phone, access the **Bluetooth** settings screen, and enable **Bluetooth** to have your phone automatically search for nearby Bluetooth devices.
- 3 From the list of **Available devices**, select the one you want to pair your phone with, and follow the onscreen instructions to complete pairing.

On the **Bluetooth** settings screen, touch  to view tips for connecting various Bluetooth devices.


### Transfer Files via Bluetooth

You can use Bluetooth to transfer videos, pictures, contacts, and more to another device provided that both devices are within the effective Bluetooth range.

- 1 Pair the sending and recipient devices via Bluetooth.
- 2 On the sending device, touch and hold a file, select the files you want to share, touch , and select **Bluetooth**.  
 Operations may vary if you are sharing files from apps directly.
- 3 Touch the Bluetooth name of the recipient device to start sharing.
- 4 On the recipient device, accept the Bluetooth transfer request.



### Unpair a Bluetooth Device

- 1 On the **Bluetooth** settings screen, enable the **Bluetooth** switch.

- 2 In the list of **Paired devices**, touch  next to the name of the device you wish to unpair, then touch **Unpair**.

## Mobile Data

### Connect to Mobile Data


- 1 Make sure that mobile data is available on your SIM card.
- 2 Connect to mobile data using either of the following methods:
  - Swipe down from the status bar to open the notification panel, then swipe down further to show all shortcut switches. Touch  to enable **Mobile data**.
  - Go to  **Settings** > **Mobile network** > **Mobile data** and enable **Mobile data**.

To conserve battery power and reduce data usage, disable the mobile data service when you don't need it.

### Manage SIM Cards

You can enable or disable SIM cards and name them for easier identification.

#### Enable or Disable a SIM Card

Go to  **Settings** > **Mobile network** > **SIM management**, and turn the switch for a SIM card on or off according to your preferences.

Once disabled, a SIM card cannot be used for calling, messaging, or accessing the Internet.


#### Name Your SIM Card

You can name your SIM cards for easier identification and management. For example, you could mark one SIM card as "Work" and the other as "Personal".


Go to  **Settings** > **Mobile network** > **SIM management** and touch  to edit the SIM card name.

### Configure Dual SIM Settings

If your phone has two SIM cards inserted, you can set one as the default mobile data SIM and the other as the default calling SIM, or set call forwarding between the two SIM cards.


 This feature applies to dual-SIM devices only.


#### Set a Default Mobile Data and a Default Calling SIM

Go to  **Settings** > **Mobile network** > **SIM management** and set SIM 1 or SIM 2 as the default mobile data or default calling SIM.


## Enable Call Forwarding Between SIMs

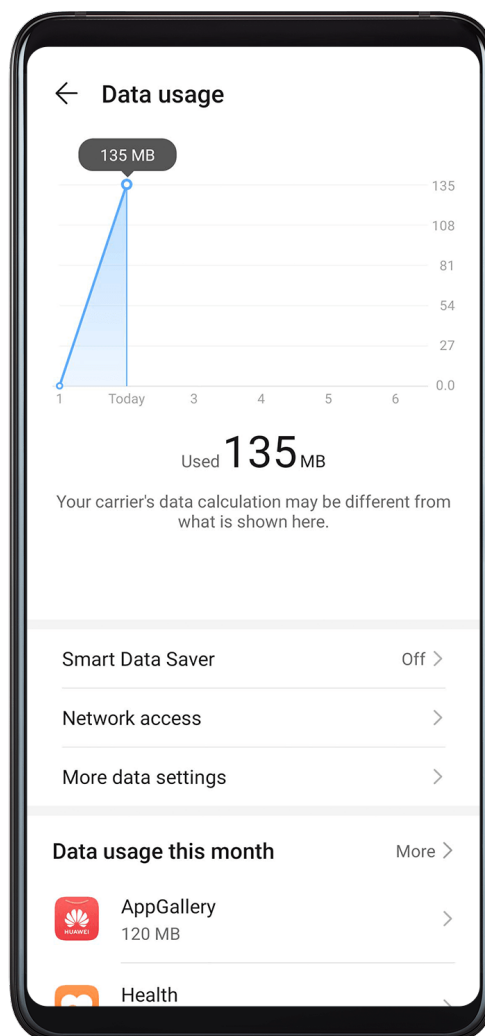
After enabling call forwarding between two SIM cards, incoming calls to an unavailable SIM card will be forwarded to the other one.

 This feature requires the support of your mobile carrier. For details, contact your carrier.

- 1 Go to  **Settings > Mobile network > SIM management > Call forwarding between SIMs**.
- 2 Select a call forwarding mode and turn on the corresponding switch.  
Call forwarding between SIMs is enabled when both switches are on.

## Manage Data Usage

Open  **Optimizer**, then touch **Data usage** to view data usage and manage network access.



## View and Manage High Data Consumption Apps


- 1 You can find out how much data your apps are using in comparison to each other by going to **Data usage this month** on the Data usage screen.
- 2 Touch a high data consumption app to set mobile data, roaming data, or background data usage limits for it.

## View and Set the Network Access Permission of an App

On the Data usage screen, touch **Network access**, then change the settings for apps that consume a large amount of data (such as video streaming apps) so they can only be used when you are connected to a Wi-Fi network.

## Enable or Disable Smart Data Saver

Enable Smart Data Saver to prevent apps from using mobile data in the background.



- 1 On the Data usage screen, touch **Smart Data Saver**, then enable it. The  icon will then display in the status bar.
- 2 If you want to allow unrestricted access to data for some apps even when they are running in the background, toggle on the switches for these apps.

## More Connections

### Airplane Mode

When traveling by plane, you can enable **Airplane mode** if allowed to do so by the airline. In **Airplane mode**, your phone will not be able to make calls, send or receive SMS messages, or use mobile data, but you can use all of its other functions.

You can enable or disable **Airplane mode** using either of the following methods:

- Swipe down from the status bar to open the notification panel, then swipe down on it again to show all shortcuts. Touch  to enable or disable **Airplane mode**.
- Go to  **Settings** > **Mobile network**, and enable or disable **Airplane mode**.

Once **Airplane mode** has been enabled, Wi-Fi and Bluetooth will automatically be disabled. You can re-enable them if allowed to do so by the airline.



### Wireless Projection

You can connect your phone to an external display (for example, a TV) wirelessly.



- 1** Based on the model and functions of your external display, do the following:
  - If the external display supports Miracast, enable wireless projection on it.
  - If not, use a wireless HDMI adapter to connect your phone and external display. Ensure that the wireless HDMI adapter is connected to a power supply.

To check whether your external display supports Miracast and how to enable wireless projection on it, consult the user guide or customer service of the external display manufacturer.

- 2** Swipe down from the status bar to open the notification panel, then touch  to turn on **Wi-Fi**.
- 3** Swipe down further on the notification panel to enable **Wireless Projection**. Your phone will now search for the external display or the wireless HDMI adapter.  
Alternatively, go to  **Settings > More connections > Wireless Projection** and enable **Wireless projection**.
- 4** Touch the name of the external display or the wireless HDMI adapter on the search result list to start projecting.



## Huawei Share

Huawei Share is a wireless sharing technology that allows you to quickly transfer images, videos, documents, and other types of files between devices. This technology relies on

Bluetooth to discover nearby devices, and uses Wi-Fi Direct to transfer files without using mobile data.

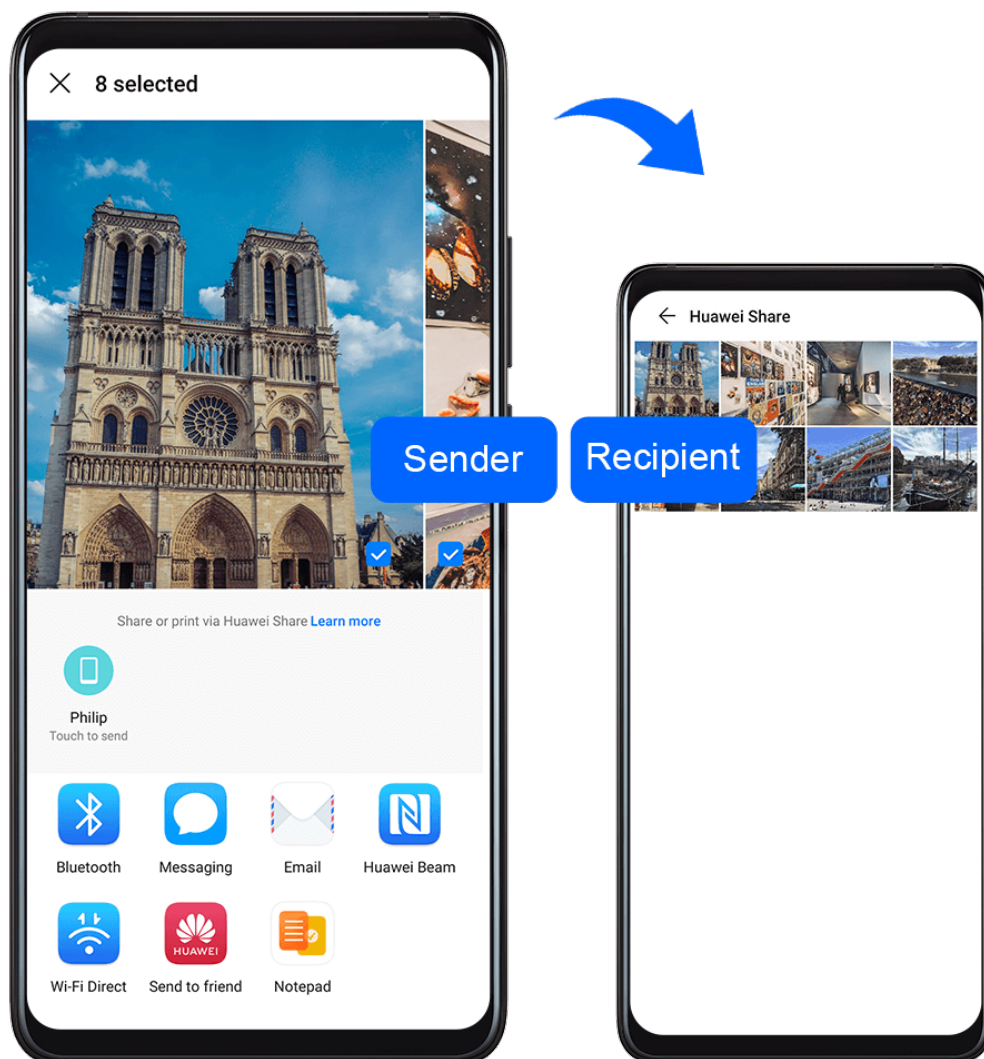
## Enable or Disable Huawei Share

You can enable or disable Huawei Share in either of the following ways:

- Swipe down from the status bar to open the notification panel, then touch  to enable or disable **Huawei Share**. Touch and hold the switch to enter the **Huawei Share** settings screen.
- Go to  **Settings** > **More connections** > **Huawei Share**, enable or disable **Huawei Share**. Enabling Huawei Share automatically turns on Wi-Fi and Bluetooth.



## Quickly Share Files Between Your Phones Using Huawei Share

You can use Huawei Share to quickly share files between Huawei phones. The recipient can preview the files before they are sent, then view the full content of the files once they have been received. For example, the recipient can view received pictures or videos in Gallery.




- 1 On the recipient device, enable **Huawei Share**.



- 2 On the sending device, touch and hold a file, select the files you want to share, then touch . Touch **Huawei Share**, then touch the icon of the recipient device to send the file.  
 Operations may vary if you are sharing files from apps directly.

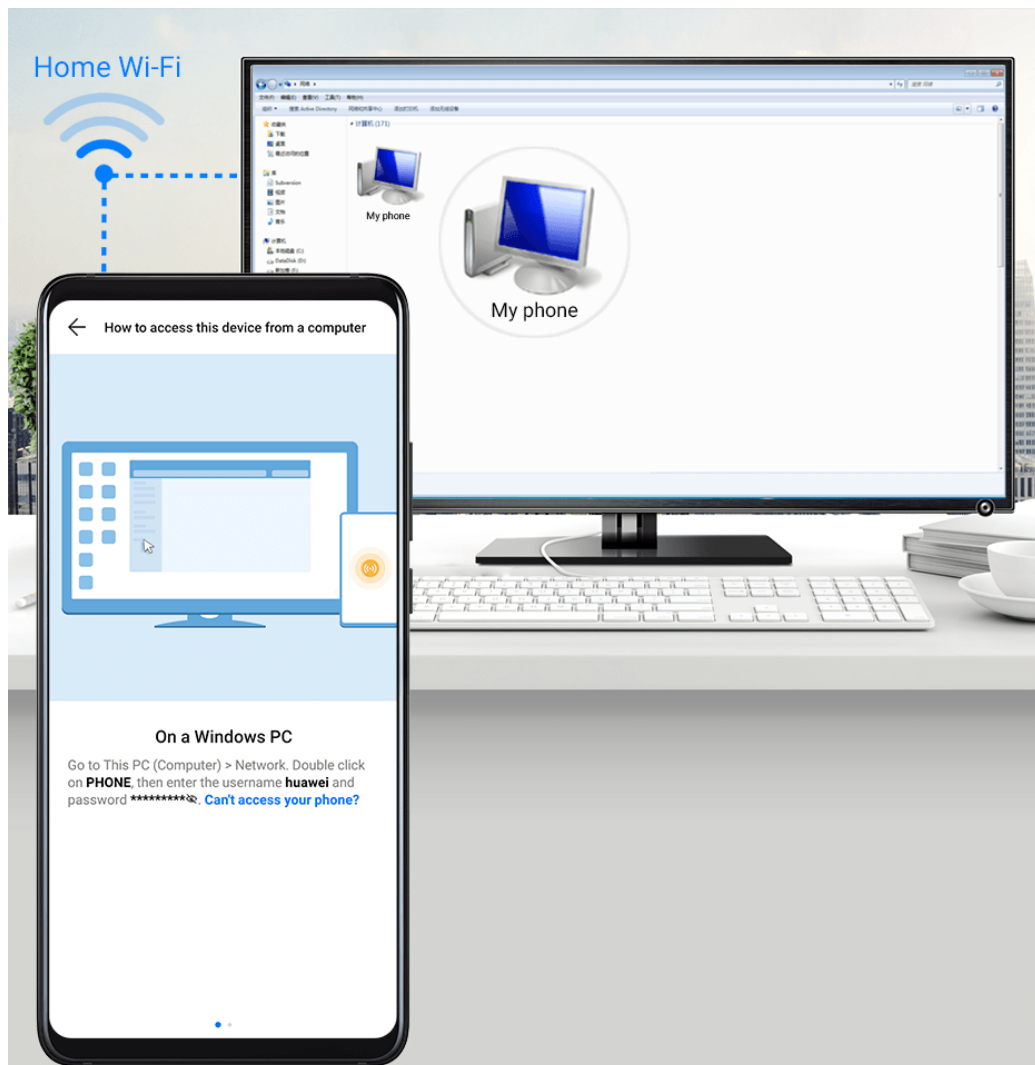
- 3 On the recipient device, touch **Accept** to accept the transfer.


To view the files received, go to **Files**, then go to **Internal storage > Huawei Share** on the **Categories** tab.

Received pictures or videos can also be found in  **Gallery > Albums > Huawei Share**.

## Share Files Between Your Phone and Computer

You can use Huawei Share to quickly and easily share files wirelessly between your phone and a computer.



- 1 Make sure your phone and computer are connected to the same Wi-Fi network.  
 If the computer is a MagicBook (PC Manager earlier than version 9.1), this is not necessary. All you need to do is make sure its Wi-Fi and Bluetooth switches are enabled.
- 2 On your phone, enter the **Huawei Share** settings screen, and enable **Huawei Share** and **Computer share**.

- 3** Record the **Name shown on computers** and the username and password under **Verification on computers**.
- 4** On your computer, go to:
  - Windows: **Computer > Network**
  - iOS (iOS 10.8 or later): **Finder > Go to > Network**
- 5** On your computer, double-click the name of your phone, and enter the username and password recorded earlier.
- 6** Open a folder of your phone such as the Internal storage folder, then view, edit, or copy files from the folder to the computer, or copy files from the computer to this folder to store them in your phone.  
 You can also edit the files in this folder on your computer, and the changes will be synced to your phone automatically. Similarly, if you edit any files on your phone, the changes will be synced to your computer as well.

### One-Touch Printing with Huawei Share

When a printer that supports Huawei Share is nearby, you can use Huawei Share to find the printer and print out pictures or PDF files from your phone.



- 1** Depending on the type of printer, ensure the following:




- Wi-Fi capable printers: The printer must be powered on and connected to the same network as your phone.
- Wi-Fi Direct capable printers: The printer must be powered on and have Wi-Fi Direct enabled.
- Bluetooth capable printers: The printer must be powered on and discoverable.

**2** On your phone, preview the file to be printed, then go to **Share > Huawei Share**.

**3** Once the printer has been discovered, touch its name on your phone, and adjust settings on the preview screen. Then touch **PRINT** to print.






If you are connecting a Bluetooth printer to your phone for the first time, find the printer on your phone, touch the printer name, then press and hold the Power button on the printer for about 1 second to confirm the connection.

-  For a list of supported printers, touch **Learn more** on the Huawei Share sharing screen, swipe left on the screen, then touch **What printers are supported?** to see the list.

## Printing


Connect your phone to a Mopria-certified printer via Wi-Fi, and then you will be able to print images and documents from your phone.

### Connect Your Phone to a Printer

- 1** Check the printer manual or consult with its manufacturer to verify that it is Mopria-certified.  
If it is not, consult with its manufacturer to install the corresponding app or plug-in for it on your phone.
- 2** Connect your phone and the printer to the same Wi-Fi network using any of the following methods:
  - Connect to a Wi-Fi router: Enable Wi-Fi on the printer and connect it to the Wi-Fi router. On your phone, go to  **Settings > Wi-Fi**, enable **Wi-Fi**, touch the same Wi-Fi router, and follow the onscreen instructions to complete the settings.
  - Connect with Wi-Fi Direct: If your printer supports Wi-Fi Direct, follow the instructions in the printer manual to enable this feature. On your phone, go to  **Settings > Wi-Fi**, enable **Wi-Fi**, go to  **> Wi-Fi Direct**, then touch the printer to establish the connection.
  - Connect to your printer's hotspot: If your printer can double as a wireless hotspot, follow the instructions in the printer manual to enable the hotspot and set a password.  
On your phone, go to  **Settings > Wi-Fi**, enable **Wi-Fi**, touch the printer's hotspot, then follow the onscreen instructions to complete the settings.
- 3** Go to  **Settings > More connections > Printing > Default Print Service**, and enable **Default Print Service**.
- 4** Select the printer from the search results and follow the onscreen instructions to add the printer.

## Print Files

To print files in **Gallery** and **Notepad**, do the following:

- Print an image: Open **Gallery**. Open the image you want to print, go to **More > Print or export to PDF**, select the printer, then follow the onscreen instructions to complete the printing.
- Print a note: Open  **Notepad**. Open the note you want to print, touch **Print**, then follow the onscreen instructions to complete the printing.

## Connect to a VPN Network


A virtual private network (VPN) is a temporary connection that extends a private network across a public network, encrypting data transmission to provide security.

When working outside the office, you can use a VPN to securely access your company's Intranet.


The following types of servers are supported:

- PPTP: Point-to-Point Tunneling Protocol, offering MPPE encryption.
- L2TP: Layer 2 (Data Link Layer) Tunneling Protocol, offering IPsec PSK and IPsec RSA encryption.
- IPsec Xauth: Offering PSK, RSA, and Hybrid RSA encryption.

### Connect to a PPTP Server

- 1 Obtain the VPN server name and address from your VPN server administrator.
- 2 Go to  **Settings > More connections > VPN > Add VPN network**, enter the VPN name, set the server type to **PPTP**, then enter the server address.
- 3 If the VPN server does not have a DNS address, touch **Show advanced options**, then enter the DNS domain, DNS server address, and forwarding route.
- 4 Touch **Save**.
- 5 Touch the VPN you have just set up, enter your VPN username and password, then touch **Connect**.

### Connect to a L2TP/IPsec PSK Server

- 1 Obtain the VPN server name, address, L2TP key (optional), IPsec identifier (optional), and IPsec pre-shared key from your VPN server administrator.
- 2 Go to  **Settings > More connections > VPN > Add VPN network**, enter the VPN server name, set the server type to **L2TP/IPsec PSK**, then enter the server address, L2TP key, IPsec identifier, and IPsec pre-shared key.
- 3 If the VPN server does not have a DNS address, touch **Show advanced options** and enter the DNS domain, DNS server address, and forwarding route.
- 4 Touch **Save**.
- 5 Touch the VPN you have just set up, enter your VPN username and password, then touch **Connect**.

# Home Screen & Wallpaper

## Manage the Home Screen

You can customize the home screen layout to suit your phone usage habits.

### Move an App Icon on the Home Screen

Touch and hold an app icon until your phone vibrates, then drag it to the desired position on the home screen.

### Keep Home Screen Icons Aligned

Pinch together two fingers on the home screen to access **Home screen settings** mode, then enable **Auto-align**. With this feature enabled, empty spaces will automatically be filled when apps are removed.

### Lock Home Screen Icon Positions

Pinch together two fingers on the home screen to access **Home screen settings** mode, then enable **Lock layout**.

### Select the Home Screen Layout Pattern

Pinch together two fingers on the home screen, go to **Home screen settings > Layout**, then select a layout pattern you prefer.

### Put App Icons in Folders

For easy management of your app icons on the home screen, you can stack similar apps in a folder and name the folder.

- 1 Touch and hold an app icon until your phone vibrates, then drag it over another app. A folder will automatically be created to house these two apps.
- 2 Open a folder, touch its name, then enter a name for it.

### Add App Icons to a Folder or Remove Them

Open a folder and touch . Then you can:

- Select one or more apps, and touch **OK** to add them to the folder.
- Deselect one or more apps, and touch **OK** to remove them from the folder. If you deselect all apps, the folder will be deleted.

### Relocate a Screen Page


- 1 Pinch together two fingers on the home screen to access the Home screen editor.
- 2 Touch and hold the screen page you wish to relocate, then drag it to the desired position.

## App Drawer

You can put your apps in a drawer and display only frequently used apps on your home screen to streamline your home screen.



### Enable App Drawer

Go to  **Settings** > **Home screen & wallpaper** > **Home screen style**, and select **Drawer**. Once enabled, you can swipe up on the home screen to access all of your apps in the drawer.

### Add Apps in the Drawer to the Home Screen

In Drawer mode, you can swipe up on the home screen to display the App Drawer. Touch and hold the app you want to add until your phone vibrates, then drag it to the desired position on the home screen.

### Move Apps Back to the Drawer

Touch and hold an app icon until your phone vibrates, then touch **Remove**. This operation will only remove the app icon from your home screen but will not uninstall it.

You can still find it in the app drawer.

## Disable the App Drawer

To disable the App Drawer, set **Home screen style** to **Standard**.

# Display & Brightness

## Brightness, Color, and Color Temperature

You can set the screen brightness, color mode, and color temperature according to your preferences.




### Automatically Adjust the Screen Brightness

Go to  **Settings** > **Display & brightness**, and enable **Automatic**.


Your phone will automatically adjust the screen brightness according to the ambient lighting conditions.

### Manually Adjust the Screen Brightness

You can manually adjust the screen brightness using either of the following methods:


- Swipe down from the status bar to open the notification panel. In the  section, drag the slider to adjust the screen brightness.
- Go to  **Settings** > **Display & brightness**. In the  section, drag the slider to adjust the screen brightness.

### Adjust the Color Mode

Go to  **Settings** > **Display & brightness** > **Color mode & temperature**, and select the color mode that you prefer. **Normal** mode will be easier on your eyes and is therefore recommended.

- **Normal**: natural color tones
- **Vivid**: vivid color tones

### Adjust the Color Temperature

Go to  **Settings** > **Display & brightness** > **Color mode & temperature**, and select the color temperature that you prefer. **Default** and **Warm** will be easier on your eyes and are therefore recommended.




- **Default**: a natural tint
- **Warm**: a yellowish tint
- **Cool**: a whitish tint
- You can touch anywhere on the color circle or drag the spot to adjust the color temperature.


- When **Eye Comfort** is enabled, you will need to go to the **Eye Comfort** settings screen to adjust the color temperature.

## Eye Comfort Mode

Eye comfort mode can effectively reduce blue light and adjust the screen to show warmer colors, relieving eye fatigue and protecting your eyesight.

### Enable or Disable Eye Comfort Mode

- Swipe down from the status bar to open the notification panel, then swipe down on it again to show all shortcuts. Touch  to enable or disable **Eye Comfort**. Touch and hold  to access the **Eye Comfort** settings screen.
- Go to  **Settings** > **Display & brightness** > **Eye Comfort**, and enable or disable **Enable**.

Once **Eye Comfort** is enabled,  will be displayed in the status bar, and the screen will take on a yellow tint as a result of emitting less blue light.

### Set a Schedule for Eye Comfort Mode

Go to  **Settings** > **Display & brightness** > **Eye Comfort**, enable **Scheduled**, then set **Start** and **End** according to your preferences.

## Adjust Text Style Settings

You can adjust the system text size and app display size, as well as the text style.

### Enlarge or Reduce Text Size

Go to  **Settings** > **Display & brightness** > **Text and display size**, and drag the slider for **Text size**.


### Enlarge or Reduce Display Size

**Display size** determines the size of content (including text and images) displayed within apps.


Go to  **Settings** > **Display & brightness** > **Text and display size**, and drag the slider for **Display size**.

## Screen Resolution

### Use Smart Screen Resolution


Go to  **Settings** > **Display & brightness** > **Screen resolution**, and enable **Smart resolution**. Your phone will automatically adjust the screen resolution according to the current running status.

## Set the Screen Resolution


Go to  **Settings > Display & brightness > Screen resolution**, and select a screen resolution according to your preferences. A higher screen resolution will result in a clearer display, but will consume more power.

## Full-Screen Display

### Apply Full Screen Display

- Most apps installed on your phone will automatically adapt to display correctly in full screen.
- For apps that don't, go to  **Settings > Display & brightness > More display settings > Full-Screen Display**, and toggle on their switches. Enabling **Full-Screen Display** may cause some apps to display incorrectly, for instance, by being improperly stretched.


## Show the Notch

- 1 Go to  **Settings > Display & brightness > More display settings > Notch**, and select **Default**.

If you want to show or hide the notch for a specific app, touch **Custom**, select the app, then select one of the following options:


- **Auto**
- **Show notch**
- **Hide notch**

## Hide the Notch

Go to  **Settings > Display & brightness > More display settings > Notch**, and select **Hide notch**.


## Display Carrier Name and Network Speed in the Status Bar

You can check the carrier name and network speed with a single glance at the status bar.

Go to  **Settings > Display & brightness > More display settings**, and enable or disable **Display carrier name** and **Display network speed** according to your preferences.

## Switch to Horizontal or Landscape Orientation

The built-in gravity sensor of your phone allows you to automatically switch between horizontal and landscape orientations when you rotate the screen.

Swipe down from the status bar to open the notification panel, then swipe down on it again to show all shortcuts. Touch  to enable or disable this feature.




# Sounds & Vibration


## Do Not Disturb

**Do Not Disturb** helps you prevent interruptions when you need to focus. When this mode is enabled, calls and messages will be muted and banner notifications will not be displayed.


### Enable or Disable Do Not Disturb Mode

You can enable or disable **Do Not Disturb** using either of the following methods:

- Swipe down from the status bar to open the notification panel, then swipe down on it again to show all shortcuts. Touch  to enable or disable **Do Not Disturb**. You can touch and hold  to access the **Do Not Disturb** settings screen.
- Go to  **Settings** > **Sounds & vibration** > **Do Not Disturb**, and enable or disable **Do Not Disturb**.

Once **Do Not Disturb** has been enabled,  will display in the status bar. When you receive calls, notifications, or messages, they will be muted, the screen will not light up, and banner notifications will not display.

### Set a Schedule for Do Not Disturb Mode

Go to  **Settings** > **Sounds & vibration** > **Do Not Disturb**, touch **Scheduled**, set the time period and repeat cycle, then enable **Scheduled**.

### Make Exceptions in Do Not Disturb Mode

While in **Do Not Disturb** mode, you can enable your phone to ring for calls and messages from certain sources so you don't miss anything important.

Go to  **Settings** > **Sounds & vibration** > **Do Not Disturb**, and enable **Do Not Disturb** or **Scheduled**. Then you can:

- Touch **Calls** or **Messages** and select one of the options. If you set an exception, your phone will ring for calls or messages from the selected source.
- Once **Repeated calls** is enabled, a second call from the same number within 15 minutes will not be silenced.

## Set a Ringtone for Incoming Calls

You can set your favorite music or a video as the ringtone for incoming calls.

If two SIM cards have been inserted into your phone, configure the ringtone separately for SIM 1 and SIM 2.

### Set a Music Ringtone

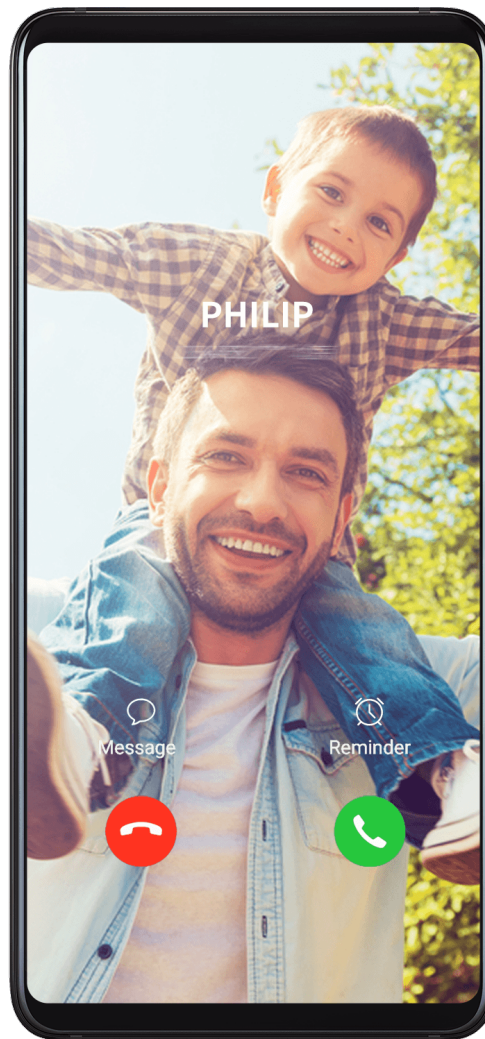
**1** Go to  **Phone** >  > **Settings** > **ringtone** or  **Settings** > **Sounds & vibration** > **Phone ringtone**.





**2** Select a system ringtone, or touch **Music on device** to select a local song as the ringtone.




## Set a Video Ringtone

Set a video as the ringtone for incoming calls.



- 1 Go to  **Phone** >  > **Settings** > **ringtone** or  **Settings** > **Sounds & vibration** > **Phone ringtone**.
- 2 Touch **Video ringtones** and select a video to preview the effect for incoming calls.
- 3 Touch  to set the video as the ringtone.


## Set a Ringtone for a Contact

- 1 Open  **Phone**, touch the **Contacts** tab at the bottom of the screen, then select the contact you want to set a ringtone for.
- 2 On the contact details screen, touch **Ringtone** and select a ringtone.

## Set the Notification Tone

You can set a global notification tone or set tones for specific apps, such as Notepad or Calendar.

## Set the Default Notification Tone


- 1 Go to  **Settings** > **Sounds & vibration**, and touch **Notification sound**.
- 2 Select a preset tone, or touch **Music on device** to select a local song as the notification tone.

## Notifications

### App Badges

When new notifications arrive for an app, a badge will appear on the app icon. By default, a numbered badge is displayed. You can also set a dot as the badge, or hide the badge for some or all apps.


#### Turn Off App Badges

- 1 Go to  **Settings** > **Notifications**, and touch **App icon badges**.
- 2 Turn off the switch for some or all apps.

#### Change the Badge Display Mode


On the **App icon badges** screen, touch **Badge display mode**, and select **Numbers** or **Dots** according to your preference.

### Lock Screen Notifications

To configure lock screen notifications, open  **Settings** > **Notifications**, go to **Lock screen notifications**, then select **Show**, **Do not show**, or **Show but hide contents**.


### More Notification Settings

#### Notifications Turn on Screen

Go to  **Settings** > **Notifications** > **More notification settings** and enable **Wake screen**. Your phone will automatically turn on the screen when it receives a notification.

### Disable App Notifications

#### Disable App Notifications in the Notification Panel



When you receive an app notification, swipe down from the status bar to open the notification panel. On a notification, swipe left and hold, go to  > **More settings**, then disable **Allow notifications**.

#### Disable App Notifications

Go to  **Settings** > **Notifications**. Then you can:


- Locate and touch the app which you want to disable notifications for, then disable **Allow notifications**.
- Touch **Manage all**, then turn off the switches for multiple apps which you want to disable notifications for.

## Disable App Notifications in Settings


- 1 Go to  **Settings** > **Apps** > **Apps** and search for the app which you want to disable notifications for.
  - 2 Touch the app icon, then touch **Notifications** and disable **Allow notifications**.
-  Notifications can't be disabled for some system apps.

## Manage App Notifications

### Set the Notification Mode for an App

Go to  **Settings** > **Notifications**, select an app, then set the following:

- **Allow notifications**
- **Banners**
- **Lock screen notifications**
- **Allow interruptions**
- **Sound**
- **Vibration**



 Features may vary by product.

## Biometrics & Password

### Fingerprint ID

You can enroll a fingerprint and then use it to unlock the screen and access your Safe, App Lock, and more.


### Enroll a Fingerprint

-  For enhanced security, you can enroll a fingerprint only when **Pattern**, **4-digit PIN**, **Custom PIN**, or **Password** is being used as the unlock method. After a restart or if fingerprint recognition fails, you will need to use your lock screen password to unlock your phone.
- 1 Go to  **Settings** > **Biometrics & password** > **Fingerprint ID** > **Fingerprint management** and follow the instructions to set or enter the lock screen password.
  - 2 Touch **New fingerprint** to begin enrolling your fingerprint.
  - 3 Place your fingertip on the fingerprint sensor. When you feel a vibration, lift your finger then press again. Move your finger around to enroll different parts of it.

**4** When the enrollment has been completed, touch **OK**.


You can now place your finger on the fingerprint sensor to unlock the screen.

### Rename or Delete a Fingerprint


- 1** Go to  **Settings** > **Biometrics & password** > **Fingerprint ID** > **Fingerprint management** and enter your lock screen password.
- 2** In the **Fingerprint list** section, touch an enrolled fingerprint to rename or delete it.

### Identify a Fingerprint

Fingerprint identification allows you to match your fingers with the enrolled fingerprints.


- 1** Go to  **Settings** > **Biometrics & password** > **Fingerprint ID** > **Fingerprint management** and enter your lock screen password.
- 2** In the **Fingerprint list** section, touch **Identify fingerprint**.
- 3** Touch the fingerprint sensor with your finger. The recognized fingerprint will be highlighted.

### Use Your Fingerprint to Access Your Safe

- 1** Go to  **Settings** > **Biometrics & password** > **Fingerprint ID** > **Fingerprint management** and enter your lock screen password.
- 2** Turn on the switch for **Access Safe** and follow the onscreen instructions to link your fingerprint with the Safe.

Now you can go to  **Files** > **Categories**, touch **Safe**, then use your fingerprint to access it.

### Use Your Fingerprint to Access a Locked App

- 1** Go to  **Settings** > **Biometrics & password** > **Fingerprint ID** > **Fingerprint management** and enter your lock screen password.
- 2** Turn on the switch for **Access App Lock** and follow the onscreen instructions to link your fingerprint with App Lock.

You can now touch a locked app on your home screen and use your fingerprint to access it.

### Enable and Use Fingerprint Payment

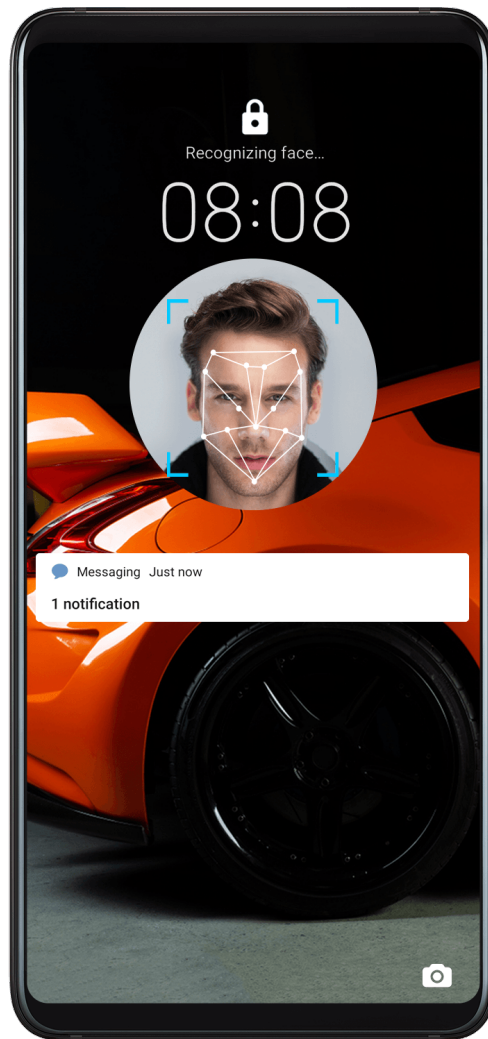
You can use your fingerprint to verify your payments in a payment app.

Go to the payment app and follow the onscreen instructions to enable this feature.


### Face Recognition

Face Recognition allows you to unlock your phone or access locked apps with your facial data.

Ensure that you are facing the phone screen when using face recognition.




## Enroll Facial Data

- 1 Go to  **Settings** > **Biometrics & password** > **Face Recognition**, and enter your lock screen password.
- 2 Select **Enable raise to wake**.
- 3 Touch **Get started** and follow the onscreen instructions to enroll your facial data.

## Enable Face Unlock

On the **Face Recognition** screen, touch **Unlock device**, and select an unlock method.

-  If you have enabled PrivateSpace on or added multiple users to your phone, you can use Face unlock only in MainSpace or with the Owner account.

## Access App Lock with Face Recognition

On the **Face Recognition** screen, enable **Access App Lock**, and follow the onscreen instructions to add your facial data to App Lock.

You can then touch a locked app on your home screen and use face recognition to access the app.

## Disable or Delete Facial Data

On the **Face Recognition** screen, you can do the following:

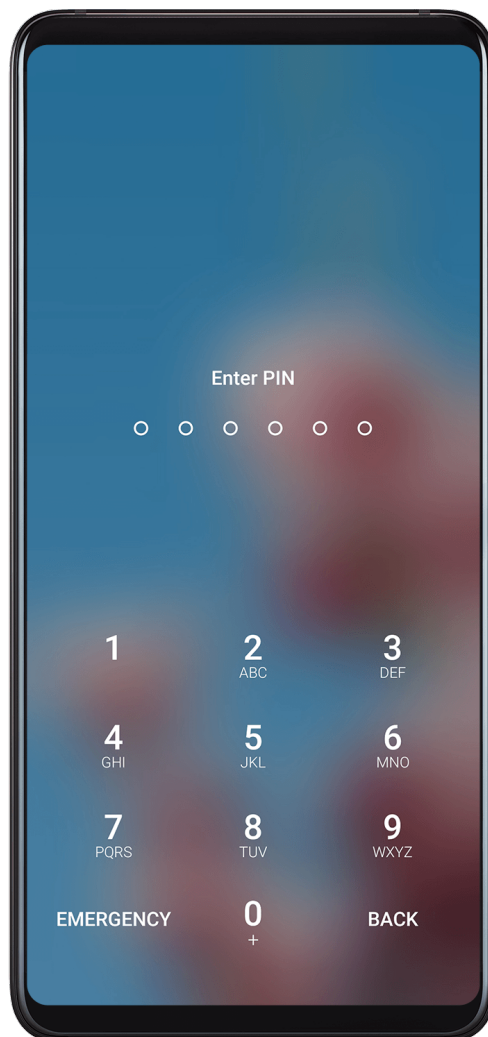
- Disable facial data for certain features: Disable **Unlock device**, or **Access App Lock** as required. This will not delete your facial data.
- Delete facial data: Touch **Delete facial data** and follow the onscreen instructions to delete your facial data.


## Lock Screen Password

You can set a numeric, pattern, or hybrid password as your lock screen password.

### Set the Lock Screen Password

You can set a numeric, pattern, or hybrid password.



- 1 Go to  **Settings** > **Biometrics & password** and touch **Lock screen password**.
- 2 Enter a password containing 6 digits.
- 3 Alternatively, touch **Change unlock method** and select a password type, then follow the onscreen instructions to input a new password.

### Change the Lock Screen Password

- 1 On the **Biometrics & password** screen, go to **Change lock screen password**.
- 2 Enter the original lock screen password.

- 3 Enter a new password, or touch **Change unlock method** to select a password type, then follow the onscreen instructions to input a new password.

### Disable Lock Screen Password


On the **Biometrics & password** screen, go to **Disable lock screen password**.

## Apps


### App Twin

App Twin enables you to log in to two Facebook accounts simultaneously without the hassle of having to constantly switch between them, allowing you to keep your work and private lives separate.

 **App Twin** will only work with certain apps.

- 1 Go to  **Settings > Apps > App Twin**, and turn on the switch for the app you want to create a twin of.
- 2 Two icons for the same app will display on the home screen for you to log in to your separate accounts simultaneously.
- 3 To disable App twin, touch and hold the twinned version of the app, then touch **Delete**. All the data of the twin app will be deleted.

### View or Change App Settings

Go to  **Settings > Apps > Apps**, and touch an app. You can force stop it, uninstall it, clear the app cache, view and change app permissions, set notification modes, and more.

## Battery

### Check Power Consumption

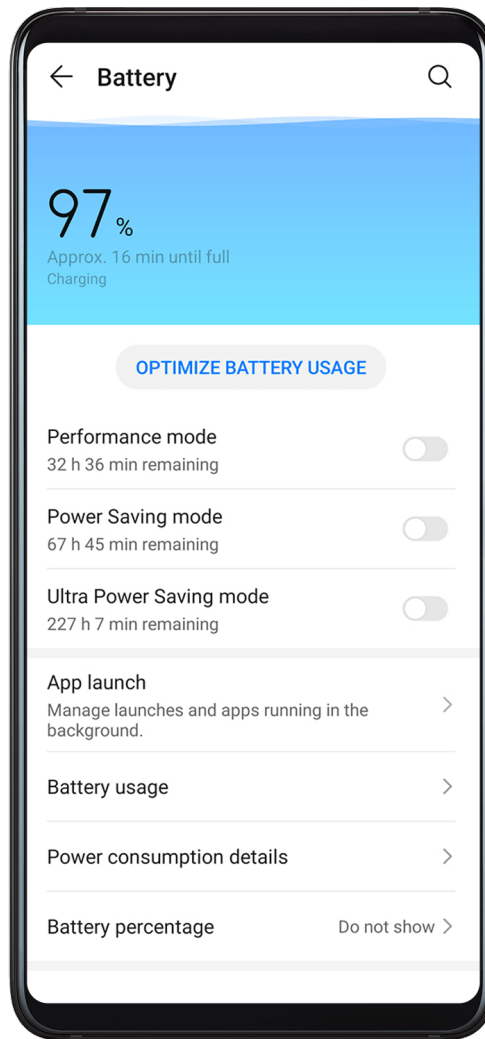
Go to  **Settings > Battery** (or  **Optimizer > **). You can:

- Touch **Battery usage** to view power-intensive apps. Touch a power-intensive app to enable or disable power consumption alerts.
- Touch **Power consumption details** to learn more about the software and hardware power consumption.




### Power Management

On the **Battery** screen, you can check the estimated battery time remaining, and enable a power saving mode to extend the battery life of your phone.





## Optimize Phone Power Settings

Go to  **Settings** > **Battery** (or  **Optimizer** > ) and touch **Optimize battery usage**. Your phone will automatically analyze the current power consumption issues, optimize certain settings, and recommend other setting optimizations.




## Enable a Power Saving Mode

Your phone supports two power saving modes:

- **Power Saving mode** reduces power consumption by limiting background app activity, visual effects, and sounds.
- **Ultra Power Saving mode** strictly controls background apps to ensure that your phone can stay on for as long as possible. In this mode, you will only be able to use selected apps, and all system switches, except for Wi-Fi and mobile data, will be turned off.

On the **Battery** screen, select a power saving mode:

- When the battery level is extremely low, enable **Ultra Power Saving mode**. Your phone will then display a black home screen.

To add apps you wish to use in **Ultra Power Saving mode**, touch , and select the apps from the list. You can touch  to remove the apps, or touch  in the upper right corner to exit **Ultra Power Saving mode**.




- When the battery level is not extremely low, but you would still like to save power, enable

**Power Saving mode.** The  icon will then display in the status bar.

## Enable Performance Mode

**Performance mode** adjusts power settings to deliver maximum performance. This will cause the battery to drain more quickly, especially when graphics-intensive apps are used.




When the battery level is sufficient, go to  **Settings** > **Battery** (or  **Optimizer** > ) and enable **Performance mode**.

The  icon will then display in the status bar.

## Battery Settings

You can also set whether to display the battery percentage in the status bar, and whether to maintain a network connection when the phone screen is turned off.

### Display Battery Percentage in the Status Bar

Go to  **Settings** > **Battery** (or  **Optimizer** > ) , touch **Battery percentage**, and choose to display the battery percentage, either inside or outside of the battery icon in the status bar.


### Stay Connected While Your Device is Sleeping

If you would like your phone to continue to receive messages or download data while it is in sleep mode, set your phone to stay connected when it sleeps. Please note that this may increase power consumption.

On the **Battery** screen, touch **More battery settings**, then enable or disable **Stay connected when device sleeps** as required.


## Storage

### Check Storage Usage

Go to  **Settings** > **Storage** to check storage usage and optimize it when you feel necessary.

### Cleanup

You can use **Cleanup** in **Optimizer** to scan for redundant or large files, such as app residue, unwanted installation packages, WeChat data, and more. Once detected, you can choose whether or not to delete files as suggested.

- 1 Open  **Optimizer**, then touch **Cleanup**.

- 2 When the scan is complete, touch **Clean up** after each item and delete any files you don't need.

## Clean Up Duplicate Files

**Optimizer** can identify duplicate files on your phone.

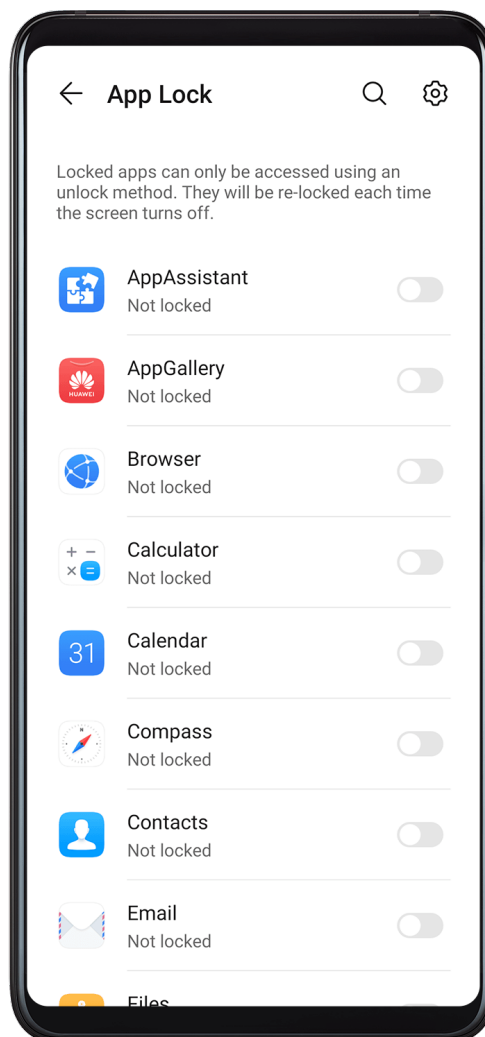
On the **Cleanup** screen, touch **Duplicate files**, then select unwanted files to delete them.

# Security


## App Lock

With App Lock, you can lock apps containing private data, such as chat and payment apps, to prevent unauthorized access.

If you use Face ID as the App Lock unlock method, the Swing Gesture Sensor will provide further security protection when you are using the app. In a well-lit environment, if another face is detected, the app will be locked and notifications received by the app will be hidden. You will need to unlock the app again with a password or your face to re-enter it.



## Enable App Lock

Go to  **Settings** > **Security** > **App Lock** > **Enable**, set the App Lock password and select the apps to lock.

If you have enabled face or fingerprint unlock, you can link App Lock with a face ID or fingerprint ID as prompted.


## Change the App Lock Password or Security Questions

Enter the **App Lock** settings screen, go to  > **Password type**, and select **Lock screen password** or **Custom PIN** as the App Lock password.

If you select **Custom PIN**, you can go on to set a new password and security questions.

## Cancel or Disable App Lock





On the **App Lock** settings screen, do the following:

- **Cancel App Lock:** On the list of locked apps, toggle off the switches beside the apps for which you want to cancel App Lock.
- **Reset App Lock:** Go to  > **Disable App Lock** > **DISABLE**. This will cancel all locks, and clear all App Lock settings.

## Pin a Screen

You can pin the screen of an app so you can stay focused on it. Try this feature when playing games, watching videos, and more.

Go to  **Settings** > **Security** > **More settings** > **Screen pinning**, and enable **Screen pinning**.


- When using gesture navigation, swipe up from the bottom of the screen and hold to access the recent tasks screen, then touch  on an app preview. To unpin, swipe up twice from the bottom of the screen.
- When using three-key navigation, touch  to access the recent tasks screen, and touch  on an app preview. To unpin, touch and hold .

## Safe Mode

Safe mode uses a simplified operating system with only basic functions and pre-installed apps available. It can be used to locate third-party apps causing system failures.

### Safe Mode Functions

After installing certain third-party apps, your phone may fail to work properly. In this case, you can enter Safe mode to check whether the problem has been caused by a third-party app or by the system itself.

- If the system is running properly in Safe mode, the issue is likely caused by a third-party app. In Safe mode, go to  **Settings > Apps > Apps**, find the third-party app in question, and uninstall it after switching back to the normal mode.
- If the system runs abnormally in Safe mode, then the system is faulty. Back up your data and take your device and proof of purchase to an authorized Huawei Customer Service Center for assistance.

### Enter and Exit Safe Mode

- Enter **Safe mode**: During the startup process, press and hold the Power and Volume up buttons simultaneously until the selection screen is displayed. Press the Volume button to select **Safe mode** and press the Power button to enter Safe mode. In Safe mode, **Safe mode** is displayed in the lower left corner.
- Exit **Safe mode**: Restart your phone to exit.

## Privacy


### Permission Management

Apps may require certain permissions, such as the Location permission, in order to provide you with corresponding services.

However, some apps may obtain too many unnecessary permissions, posing potential risks to your privacy and information security. You can monitor the permissions granted to each app and deny those you deem unnecessary.

### Manage the Location Permission

With the Location permission, apps can obtain your location to provide location-based services. For example, if a map app obtains the Location permission, it can provide you with location and navigation services. You can disable the permission if you do not need these services.

- 1 Go to  **Settings > Apps > Permissions**.
- 2 On the **Permissions** screen, enter **Location**, touch the app you want to manage, and select an option.

### Manage Permissions to Access Other Private Data

You can also manage permissions to access your personal data, such as Contacts, Messaging, Call logs, Body sensors, Calendar, and Camera, to enjoy better services and protect your privacy.



On the **Permissions** screen, touch the permission you want to manage, and toggle the switch for each app on or off as required.

## Location Services

Some apps need to obtain your location information to provide better services. You can enable or disable location services, and grant or deny the permission to access location information for particular apps as required.

### Enable or Disable Location Services


You can enable or disable location services in either of the following ways:

- Swipe down from the status bar to open the notification panel and swipe down further to display all shortcut switches. Touch  to enable or disable this function.
- Alternatively, go to  **Settings** > **Location** and enable or disable **Access my location**.

After location services are disabled, your phone will prevent all apps and services from collecting and using location information, with the exception of some built-in apps. When these apps or services need to use location information, your phone will remind you to enable location services again.


### Increase the Accuracy of Location Services

You can improve the positioning accuracy of your phone by allowing apps and services to scan for nearby Wi-Fi networks and Bluetooth devices.

Go to  **Settings** > **Location** > **Advanced settings**, then enable Wi-Fi and Bluetooth scanning.

### Allow or Forbid Apps to Obtain Location Information


You can allow or forbid an app to access location information, including granting one-time or permanent access, or denying access to location information during use of the app.

- 1 Go to  **Settings** > **Privacy** > **Permissions**, touch **Location**, and check which apps have been granted access to location information.
- 2 Touch the app you want to change settings for, and follow the onscreen instructions to grant or deny permissions.

## Digital Balance

### Digital Balance

Fine-tune your phone usage habits by setting a daily screen time limit, individual app time limit, and away time.

- 1 Go to  **Settings** > **Digital balance**, and touch **START**.
- 2 Select **Me**, and touch **OK**.
- 3 Now you can:

- Touch **Screen time**, and set your daily screen time limit for your phone.
- Touch **App limits**, select an app for which you need to set a usage limit, and set a time limit.
- Go to **Away time** > **Add**, and schedule time away from your phone.


When a time limit has been reached, unavailable apps will be grayed out.

To continue using an app for which the time limit has been reached, touch the app, then touch **Get more time**. You can choose to extend the app usage time by 15 minutes or grant unlimited use for the current day.

To disable **Digital balance**, go to its home screen and touch **Disable Digital balance**.

## View Your Phone Screen Time


**Digital balance** enables you to learn how frequently you use different apps. The first step towards a balanced digital lifestyle is understanding more about your digital habits.

Go to  **Settings** > **Digital balance** > **Screen time**, and touch **Today** or **Last 7 days** to check the following information about your phone:

- **Screen time**
- **App usage**
- **Unlocks**

## Set Phone Time for Your Child

Set phone screen time for your child and guide them towards a balanced digital lifestyle.

- 1 Go to  **Settings** > **Digital balance**.
- 2 Select **My child**, and touch **OK**.
- 3 Follow the onscreen instructions to set the PIN and security question.
- 4 Now you can:
  - Touch **Screen time**, and set a daily screen time limit for your child when using the phone.
  - Touch **App limits**, select an app for which you need to set a usage limit, and set a time limit.
  - Go to **Away time** > **Add**, and schedule a downtime for the phone.

The **Digital balance PIN** will be required when extending the screen time limit or making changes to the screen time management settings.

To disable **Digital balance**, go to its home screen and touch **Disable Digital balance**.

## Accessibility Features

## Accessibility

Screen reader apps are designed to assist visually impaired users to use a phone.

### Convert Text to Speech



The Text-to-speech (TTS) service enables your phone to read out screen content when you are using a screen reader app, such as TalkBack.

On the **Accessibility** screen, touch **Text-to-speech**, then you can:

- Select a preferred TTS engine.
- Adjust speech rate.
- Adjust speech pitch.

### Enable Select to Speak

Select to Speak allows your phone to read out the content you select on the screen.

- 1** This feature is only available when you're using three-key navigation.
- 2** On the **Accessibility** screen, touch **Select to Speak**, then enable it.
- 3** Touch **OK**.  will display in the lower right corner of the screen.
- 4** You can also touch **More settings**, then enable **Read text on images**.
- 5** When you want to have the screen content read out, touch , then touch the text or image on the screen.

### Enable Color Correction to Customize the Screen Color

Color correction helps people with poor eyesight see the screen content more easily.

- 1** Go to **Accessibility > Color correction** and enable **Color correction**.
- 2** Touch **Correction mode** to select a color correction mode.

### Use Magnification Gestures

Use magnification gestures to zoom in on the screen.

On the **Accessibility > Magnification** screen, touch **Magnification**, then enable it.

Zoom in or out by touching the screen three times in a row.

- While zoomed in, spread two or more fingers to further zoom in, then pinch two or more fingers together to zoom back out.
- Drag the screen with two or more fingers to view other parts of the screen.


### Enable Color Inversion

Color inversion allows you to invert the color of the text and the background. When Color inversion is enabled, your phone will display text in white and the background in black.

On the **Accessibility** screen, enable **Color inversion**.


## Mistouch Prevention

Enable **Mistouch prevention** to prevent unintended operations from accidental touches on the screen.

Go to  **Settings** > **Accessibility features**, and enable or disable **Mistouch prevention**.

## Scheduled Power On/Off


Use the **Scheduled power on/off** feature to power your phone on and off at set times, to save power and prevent interruptions while resting.

- 1 Go to  **Settings** > **Accessibility features** > **Scheduled power on/off**, and enable **Scheduled power on/off**.
- 2 Set the power on and off times, as well as the repeat cycle. Your phone will power on and off automatically at the specified times.

To stop using this feature, disable **Scheduled power on/off**.


# System & Updates

## Language and Region

- 1 Go to  **Settings** > **System & updates** > **Language & input** > **Language and region**, then select the language you want to use.
- 2 If the language is not listed, touch **Add language**, then locate and touch it to add it to the list.
- 3 Touch **Region** to select a country/region, so the display content will adapt to the local culture and habits of the country/region you have selected.


## Input Method

You can download a third-party input method and set it as the default input method.

- 1 Download the input method from an official app market.
- 2 Follow the onscreen instructions to set it as the default input method, or go to  **Settings** > **System & updates** > **Language & input** > **Default keyboard** and select the input method.

## Date and Time

Your phone is able to sync to the local date, time, and time zone over a mobile network. You can also manually set the date, time, and time zone for your phone.

Go to  **Settings** > **System & updates** > **Date & time**, then set the options according to your requirements.



## Set the Date and Time Automatically or Manually

- Enable **Set automatically**, and your phone will sync to the local date and time over a mobile network.
- To manually set the date and time, disable **Set automatically**.

## Change the Time Zone

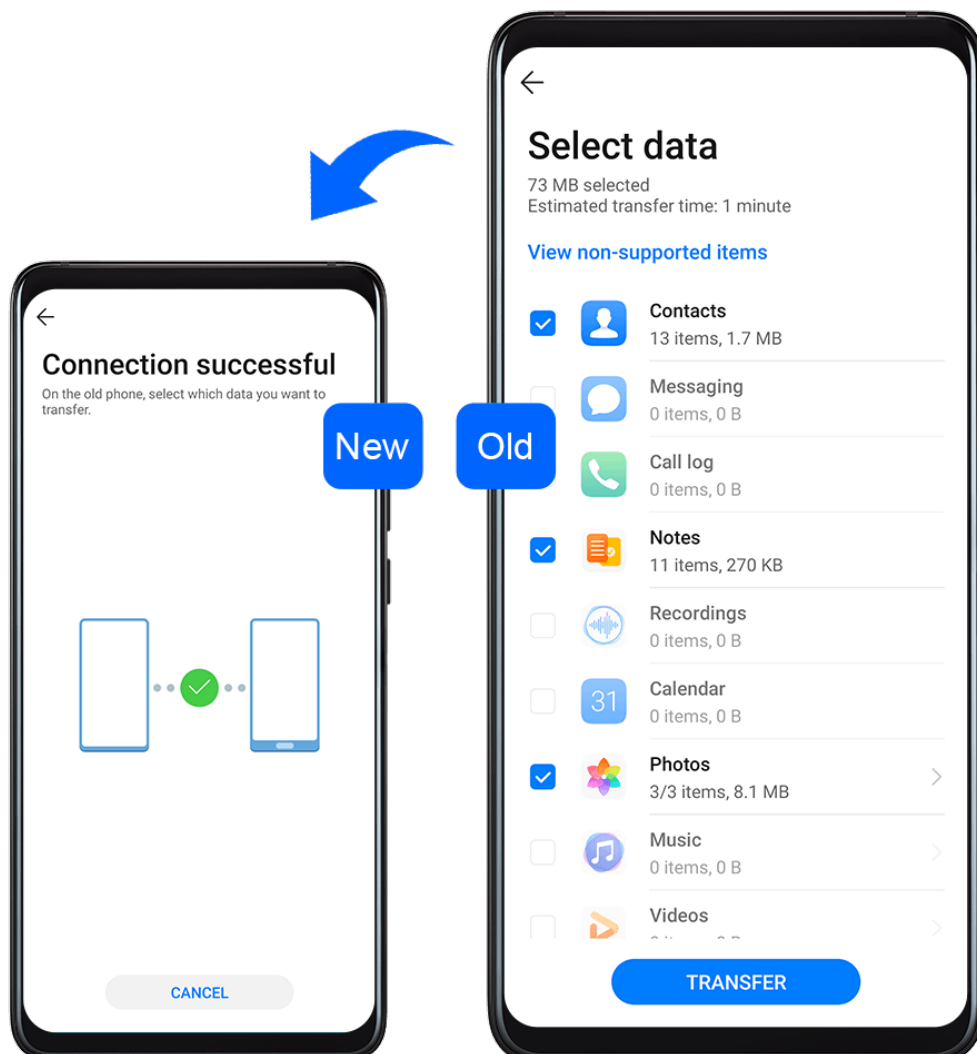
- Enable **Set automatically**, and your phone will sync to the local time zone over a mobile network.
- To manually set the time zone, disable **Set automatically**.

## Change the Time Format




- Enable **24-hour time** and your phone will display time in the 24-hour format.
- Disable **24-hour time** and your phone will display time in the 12-hour format.


## Phone Clone

**Phone Clone** lets you quickly and seamlessly move all the basic data (including contacts, calendar, images, and videos) from your old phone to your new phone.







## Clone Data from an Android Device

- 1 On your new phone, open  **Phone Clone** (in the **Tools** folder by default). Alternatively, go to  **Settings** > **System & updates** > **Phone Clone**, touch **This is the new phone**, then touch **Huawei** or **Other Android**.
- 2 Follow the onscreen instructions to download and install **Phone Clone** on your old device.
- 3 On your old device, open  **Phone Clone** and touch **This is the old phone**. Follow the onscreen instructions to connect your old device with your new phone by scanning a code or connecting manually.
- 4 On your old device, select the data you want to clone, then touch **Transfer** to start cloning.

 Phone Clone is only available on phones running Android 4.4 or later.

## Clone Data from an iPhone or iPad


- 1 On your new phone, open  **Phone Clone** (in the **Tools** folder by default). Alternatively, go to  **Settings** > **System & updates** > **Phone Clone**, touch **This is the new phone**, then touch **iPhone/iPad**.
- 2 Follow the onscreen instructions to download and install **Phone Clone** on your old device.
- 3 On your old device, open  **Phone Clone** and touch **This is the old phone**. Follow the onscreen instructions to connect your old device with your new phone by scanning a code or connecting manually.
- 4 On your old device, select the data you want to clone, then follow the onscreen instructions to complete the data cloning.

 Phone Clone is only available on phones running iOS 8.0 or later.

## Back Up with an External Storage Device

### Back Up with a Memory Card

Insert a memory card in your phone so you can conveniently back up your data to keep it safe.

- 1 Go to  **Settings** > **System & updates** > **Backup & restore** > **Data backup** > **External storage** and touch **Memory card**.
- 2 Touch **BACK UP**, select the data you want to back up, then touch **Back up**.
- 3 Follow the onscreen instructions to set the password and password hint. The data will be encrypted and backed up. The password will be required if you want to restore your data backup.


To reset the password, go to the **Memory card** backup screen, then  > **Reset password**.

 The new password is only valid for backups created thereafter.

- 4 After the backup is complete, you can find your data backup in the **Huawei** folder in **Files** > **Categories** > **Memory card**.

You can go to the **Memory card** backup screen and enable **Auto-backup**. Your phone will then automatically back up your data every seven days when it is being charged, the screen is turned off, and the battery level is at least 75%.



### Restore Your Backup from a Memory Card

- 1 Go to  **Settings** > **System & updates** > **Backup & restore** > **Data backup** > **External storage** and touch **Memory card**.
- 2 Select the backup you want to restore from the **RESTORE FROM BACKUP** list.
- 3 Select the data you want to restore, touch **Restore**, and enter the password as prompted.

### Back Up with a USB Storage Device

In case of insufficient storage space on your phone, you can back up large files and any data on a USB storage device, such as a USB flash drive or card reader.

- 1 Connect your phone to a USB storage device via a USB OTG cable.
- 2 On the **External storage** screen of your phone, touch **USB storage**.
- 3 Touch **BACK UP**, select the data you want to back up, then touch **Back up**.
- 4 Follow the onscreen instructions to set the password and password hint. The data will be encrypted and backed up. The password will be required if you want to restore your data backup.

To reset the password, go to the **USB storage** backup screen, then  > **Reset password**.  
 The new password is only valid for backups created thereafter.

### Restore Your Data from a USB Storage Device

- 1 Connect your phone to a USB storage device via a USB OTG cable.
- 2 On the **External storage** screen of your phone, touch **USB storage**.
- 3 Select the backup you want to restore from the **RESTORE FROM BACKUP** list.
- 4 Select the data you want to restore, touch **Restore**, and enter the password as prompted.


### Back Up with a NAS Device

You can back up your important data on a network-attached storage (NAS) device, also known as a private cloud storage server. The NAS device provides shared folders for data backup.

- 1 On the **External storage** screen of your phone, touch **Shared folder**.
- 2 On your phone, scan for available NAS devices using your Wi-Fi network, then touch an applicable one to access and add its shared folders.
- 3 Touch **BACK UP**, select the data you want to back up, then touch **Back up**.

- 4 Follow the onscreen instructions to set the password and password hint. The data will be encrypted and backed up. The password will be required if you want to restore your data backup.

To reset the password, go to the **Shared folder** backup screen, then  > **Reset password**.

 The new password is only valid for backups created thereafter.


## Restore Your Data from an NAS Device

- 1 On the **External storage** screen of your phone, touch **Shared folder**.
- 2 On your phone, scan for available NAS devices using your Wi-Fi network, then touch an applicable one to access and add its shared folders.
- 3 Select the backup you want to restore from the **RESTORE FROM BACKUP** list.
- 4 Select the data you want to restore, touch **Restore**, and enter the password as prompted.

## Reset Your Phone

### Reset Network Settings

This operation will reset your Wi-Fi, mobile data network, and Bluetooth settings. It will not change any other settings on your phone or delete any data.

Go to  **Settings** > **System & updates** > **Reset**, touch **Reset network settings**, then follow the onscreen instructions to reset network settings.


### Reset All Settings

This operation will reset all network settings, fingerprints, face recognition data, and the lock screen password of your phone. It will not delete any data from your phone.

Go to  **Settings** > **System & updates** > **Reset**, touch **Reset all settings**, then follow the onscreen instructions to reset all settings.

### Restore Factory Settings

This operation will erase all the data on your phone, including your accounts, app data, system settings, installed apps, music, images, and all files on the internal storage. Make sure to back up your data before restoring your phone to its factory settings.

Go to  **Settings** > **System & updates** > **Reset** > **Reset phone**, touch **Reset phone**, then follow the onscreen instructions to restore your phone to its factory settings.

## Simple Mode

Simple mode adopts a more concise layout for easy navigation, enlarges icons and fonts for the home screen, and maximizes the volume.



### Enable Simple Mode

Go to  **Settings** > **System & updates** > **Simple mode** and touch **Enable**.

Touch and hold any icon to drag it to the desired location or uninstall it if it is not a mandatory app.

### Exit Simple mode

Open **Settings** and touch **Exit Simple mode**.

### Update the System Online

When an update is available, your phone will prompt you to download and install the update package.


- Before updating, make sure your phone is running an official system version. Otherwise, the update may fail and your phone may experience unknown issues.
- Back up your user data before the update.
- After an update, third-party apps that aren't compatible with the new system version may become unavailable. In some cases, it may take some time for a compatible app version to be released.
- During the update, do not power off or restart your phone, remove the memory card, or insert a memory card.

**1** Go to  **Settings > System & updates**, and touch **Software update**.

**2** When an update is available, you can either manually download and install the update package, or update your phone automatically overnight.

- Download and install the update package: Go to **New version > DOWNLOAD AND INSTALL**. To avoid data usage, connect your phone to a Wi-Fi network when downloading the update package.

Your phone will automatically restart once the update is complete.

- Update overnight: Touch , and enable **Auto-download over Wi-Fi** and **Update overnight**.

Your phone will automatically update and restart between 02:00 – 04:00.

To ensure a successful overnight update, make sure that your phone is powered on, the screen is locked, there are no alarms set for this period of time, and the battery level remains higher than 35%. Connect your phone to a charger if necessary.

To disable automatic updates, touch  on the **Software update** screen, then disable **Auto-download over Wi-Fi**.

## About Phone

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Model: POT-LX1  
POT-LX1AF  
POT-LX3

EMUI 10.0\_01