# HONOR 200 Smart 5G

## User Guide

HONOR

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# Settings

# Get Familiar

## Change Navigation Method

### Change the System Navigation Mode

**Use Gesture Navigation**

Go to **Settings** > **System & updates** > **System navigation** and select **Gestures**.

You can:

- Return to the parent menu: Swipe inward from the left or right edge of the screen.
- Return to the home screen: Swipe up from the middle of the bottom edge of the screen.
- Access multitasking: Swipe up from the bottom edge of the screen and pause.
- Close a task: In the multitasking interface, swipe up on a task card. Swipe down on a card to lock the task, locked tasks will not be cleared in batches by tapping 🗑 in the multitasking interface.
- Fast app switching: Swipe across the bottom of the screen in an arc to switch between apps; or go to **Settings**,turn on the **Slide across bottom to switch apps** switch, then swipe across the bottom of the screen.

**Use Three-Key Navigation**

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

You can then:

- Touch ◁ to return to the previous menu or exit the current app.
- Touch ○ to return to the home screen.
- Touch ☐ to access the recent tasks screen.

You can touch **Settings** to configure more settings.

- Select a navigation key combination.
- Touch ⤓ (if available in the selected navigation key combination) to open the notification panel.

### Use the Navigation Dock to Operate the Device

Go to **Settings** > **System & updates** > **System navigation** > **More**, 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.
- 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.

# Migrate Data from the Old Device to the New Device

## Use Device Clone to Move Data to Your New Device

**Device 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.

### Migrate Data from an Android Device

**1** On your new phone, open the **Device Clone** app. Alternatively, go to **Settings** > **System & updates** > **Device Clone**, touch **This is the new device**, then select old device type.

**2** Follow the onscreen instructions to download and install **Device Clone** on your old device.

**3** On your old device, open the **Device Clone** app and touch **This is the old device**. 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.

> ⓘ **Device Clone** is only available on phones running Android 7.0 or later.

# Learn about Lock Screen and Unlock

## Lock and Unlock Your Screen

### Lock Screen

If you do not operate the phone for a period of time, the screen will be locked automatically.

You can also manually lock the screen by the following:

- Press the power button, or
- Pinch two fingers to enter the editing interface on the home screen, tap **Cards**, swipe up the screen until the bottom of the card list, tap **Classic widgets**, and tap **Screen Lock** to lock the screen.

### Set the Screen Timeout Period

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

**Turn On the Screen**

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

- Press the Power button.
- Go to **Settings** > **Accessibility features** > **Shortcuts & gestures** > **Wake screen**, and enable **Raise to wake** or **Double-tap to wake**

**Unlock the Screen with Password**

Once the screen is turned on, swipe up from the middle of the screen to display the password input panel. Then, enter your lock screen password.

**Use Face Unlock**

Turn on the screen and align it with your face. Your device will unlock once your face is recognised.

**Unlock Your Device with Your Fingerprint**

Press an enroled finger against the fingerprint sensor to unlock your device.

**Display Your Signature on the Lock Screen**

Go to **Settings** > **Home screen & style**, 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.

**Launch Apps from the Lock Screen**

You can launch common apps, such as Camera, Calculator, and Timer from the lock screen.

- Light up the screen, touch and hold the Camera icon at the lower right corner and swipe up to open **Camera**.
- Light up the screen, swipe up from the bottom edge of the screen to open the quick operation panel, tap an icon to launch the app. This include **Torch**, **Calculator**, **Timer**, etc.

# Connect to the Mobile Network

**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 top right of the screen to open the Control Center. Turn on **Mobile data**.
    - Go to **Settings** > **Mobile network** > **Mobile data**, and enable **Mobile data**.

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

## Enable 5G

> ⓘ • 5G services are only available in some countries and regions.
>
> • Not all devices support 5G.

Fifth generation mobile networks, fifth generation wireless systems, or fifth-generation (5G) is the fifth generation mobile communication technology. Compared to 4G, 5G offers higher data transfer rates and shorter latency.

When two SIM cards are inserted, if only one card supports 5G and it is selected as the default card for mobile data, only the default card for data supports 5G and the other card supports 4G/3G/2G.

**1** Please confirm if your card supports 5G based on the carrier network and related service deployment, and contact your network carrier to enable 5G.

**2** If two SIM cards are inserted to your phone, go to **Settings** > **Mobile network** > **SIM management** and set SIM 1 or SIM 2 as the default card for data.

5G features may not be available in some network environments and geographic locations due to carrier network band interference.

## Configure Dual SIM Settings

If your device has two SIM cards inserted, you can set the default mobile data SIM and the default calling SIM, and enable call forwarding between the two SIM cards.

> ⓘ This feature applies to dual-SIM devices only.

### Set the Default Mobile Data and Default Calling SIM Cards

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

### Enable Call Forwarding Between SIM Cards

After enabling call forwarding for both SIM cards, if incoming calls cannot reach one of the SIM cards, they will be forwarded to the other one.

> ⓘ This feature requires the support of your 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 two SIM cards will be enabled when it is configured for both SIM cards.

### Quickly Switch the Default Mobile Data SIM

If two SIM cards have been installed on your phone, you can use a shortcut to quickly switch the default mobile data SIM card.

**1** Swipe down from the top right of the screen to open the Control Center. Turn on **Mobile data**.

**2** Touch the text under 🔵 until a prompt is displayed, then select a SIM card and touch **OK**.

ⓘ When the prompt is displayed, touch **Settings** to access the **SIM management** screen.

## Share Your Network Connection with Other Devices

Once **Personal hotspot** has been enabled, you can share your mobile data or the Wi-Fi network your device is currently connected to with other devices.

### Share Your Network via Personal Hotspot

ⓘ Some Wi-Fi networks that require authentication cannot be shared.

Go to **Settings** > **Mobile network** > **Personal hotspot**, and enable **Personal hotspot**. The mobile data or Wi-Fi network connection of your device will then be shared with other devices.

You can also perform the following for the personal hotspot:

- Set **Device name**.

- Set **Password**.

- Touch **Connected devices** to view the connected devices list and blocklist. Touch a device in the **Connected devices** list to move it to the **Blocklist** list as prompted. You can also remove a device from the list.

- If you are sharing a mobile data network, you can also touch **More** to set **Data limit** and **AP band**.

### Share Your Network via Bluetooth

**1** Go to **Settings** > **Bluetooth**, and enable **Bluetooth**. Select a device, then follow the onscreen instructions to complete pairing.

**2** Go to **Settings** > **Mobile network** > **Personal hotspot** > **More**, and enable **Bluetooth tethering**.

**3** On the **Bluetooth** settings screen of the paired device, touch ⚙ next to the name of your device, then enable **Internet access** to share your network.

### Share Your Network via USB

**1** Use a USB cable to connect your device to your computer.

**2** On your device, go to **Settings** > **Mobile network** > **Personal hotspot** > **More**, and enable **USB tethering** to share your mobile data or the currently connected Wi-Fi network.

## Enable or Disable Airplane Mode

When taking a flight, you can enable Airplane mode if required to do so by the airline. In Airplane mode, your device will not be able to make calls, send or receive SMS messages, or use mobile data, but all other functions will be available.

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 again to display all shortcuts. Touch ✈ to enable or disable **Aeroplane mode**.
- Go to **Settings** > **Mobile network**, and enable or disable **Aeroplane mode**.

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

## Manage Data Usage

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

### View and Manage High Data-consuming Apps

**1** At the **Data usage this month** of "Data usage management" interface, you can view the ranking of the data used by each app.

**2** Tap on the high data-consuming app to restrict its use of mobile data, roaming data, background data, etc.

ⓘ Some apps (such as those generated by App Twin) cannot restrict Internet access in the "Data usage management". Please go to **Settings** > **Apps** > **Apps**, search for the name of the app, and tap **Data usage** to restrict its Internet access.

### View and Set the Internet Access for Apps

At the "Data usage management" interface, tap **Network access**, uncheck **Mobile data**, and set high data-consuming apps (such as Video Player) to be used only under Wi-Fi.

ⓘ You cannot restrict Internet access for some apps (such as those generated by APP Twin) at the "Data usage management" interface. Please go to **Settings** > **Apps** > **Apps**, search for the name of the app, and tap **Data usage** to restrict its Internet access.

### 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 on 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.

# Connect to the Wi-Fi Network

## Introduction to Wi-Fi

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**

> *i* Be extra careful when connecting to a free public Wi-Fi hotspot to avoid security risks and economic loss 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 on the status bar indicates that the device is connected to Wi-Fi.

**Transfer Data Using Wi-Fi Direct**

You can use Wi-Fi Direct to transfer data between HONOR devices. Wi-Fi Direct allows you to transfer large files to a nearby device more quickly than Bluetooth and without having to pair the devices.

**1** On the receiving device, go to **Settings** > **Wi-Fi** and enable **Wi-Fi**.

**2** Go to **More settings** > **Wi-Fi Direct** to start searching for nearby devices that have enabled Wi-Fi Direct.

**3** On the sending device, touch and hold to select the files you want to share, touch ⤳ , and select **Wi-Fi Direct**.

> *i* These steps may be different if you are sharing files directly from an app.

**4** Touch the icon of the receiving device to establish a connection, then share the files.

**5** On the receiving device, accept the Wi-Fi Direct transfer request.

Then go to **Files** > **Browse** > **Phone** > **Download** > **Wi-Fi Direct** to view the received files.

# Learn about the Home Screen

**Explore your home screen**

On the home screen, you can:

- Check the status of your phone or view notifications on the status bar at the top of screen.
- Swipe left and right to check apps, on-screen cards, and widgets.

You can pinch with two fingers on the home screen, and go to **Home screen settings** to change the layout style.

# Control Centre

You can use the /phone's shortcut functions or make quick settings in the **Control Centre**.

Swipe down from the top right of the screen to open the Control Centre. Swipe down from the top middle or left of the screen to open the Notification Centre. Swipe left or right on the blank space to switch between them.

### Use shortcut switches

Tap the shortcut switch to enable or disable its function. Tap & hold on the shortcut switch to quickly enter the setting page of the function (if there is a setting page). For example, tap & hold on **Wi-Fi**, you can directly enter "**Settings** > **Wi-Fi**" setting page.

Slide down the bottom icon of the shortcut switch panel to show more shortcut switches.

# Service cards

Keeping informed with important information and one touch to access frequently used features without opening apps. The multi-style cards distinguish your home screen from others.

Apps supporting service cards have an indicator bar by default at the bottom (go to **Settings** > **Home screen & style** > **Home screen settings** to enable or disable **Show card bar**).

### Add service cards by editing the home screen

Pinch two fingers on the home screen to enter the edit screen, tap **Cards**, select **Gallery**, **Weather**, or others, swipe left and right to select your preferred style, tap **Add to Home screen**.

### Swipe up app icons to add service cards

Swipe up app icons supporting service cards, unfold service cards (tap other areas to collapse), and tap  in the upper right corner of the card to pin it to the home screen.

### Edit Service Cards

Using Notepad as an example, you can edit the cards in the following way:

Long press the Notepad card and select Edit Card in the pop-up list to select the category of Notepad.

### Desktop Cards Stack

Drag a card to another one of the same size to create a stack. This feature supports stacking up to 10 cards. Drag a card to a card set containing cards of the same size. The stacked cards are automatically expanded, and you can set the stacking order for the cards. You can also:

- Switch cards: Swipe up or down the stacked cards to view all the cards.

- View cards: Tap a card to view the details.

- Expand cards: You can expand all the cards with a long slide up or down.

- Remove cards: Press and hold a card and then select to remove it.

- Remove a card set: Press and hold stacked cards and select to remove the card set.

**Remove service cards**

Long press the service card, select **Remove this card** in the pop-up list, then tap **REMOVE** in the confirmation box to remove the card.

## Big folders

Store your apps in a big folder. You can access them without having to open the folder, making the home screen more efficient to interact with.

**Switch to Large Folder**

Press and hold a small folder and tap **Enlarge**.

> ⓘ If there are more than 9 apps in the folder, a "more apps" icon will be displayed at the lower right corner.

**Enable App in the Large Folder**

Tap the app icon in the large folder to enable the app.

Tap the "more apps" at the lower right corner of the large folder to expand the large folder and view or open more apps.

**More Operations for Large Folder**

Rename large folders: Long press a large folder to rename it.

Add or remove apps: Open the large folder, tap ╈, and follow the on-screen instructions to add or remove apps.

**Switch to Small Folder**

Long press the large folder and tap **Shrink** to switch it to a small folder.

## Personalise Your Home Screen

Tailor your Home screen to suit your needs and preferences. With customised shortcuts for apps and individual app features, access to a wide range of services is just a tap away. Whether it's office tools, video streaming, payment apps, or fitness routines, every scenario is within easy reach. You can also adjust the size of your folders to your liking and express your style.

**Expand Quick Access to Atomic Services**

**1** Long press the desired app icon, then release it to enter edit mode ⬚.

**2** Drag any corner to expand quick access to atomic services, such as scanning or displaying payment codes.

**3** Tap the desired services to access it instantly.

ℹ️ Dragging can only be done towards empty areas on your screen. Please be aware that some apps may not support the feature.

### Edit Quick Access to Atomic Services

When expanded, long press the card, then tap **Edit shortcuts** to access the following operations:

- Long press a quick access in the **Display** list to adjust its order.

- Drag a quick access from the **Hide** list to Display list, or vice versa, to change its visibility.

### Personalise Folder Icon Sizes

Long press a folder icon to enter edit mode , then drag any corner of the icon to change its size and shape according to your preference.

ℹ️ Dragging can only be done towards empty areas on your screen. If there's no empty space around the target folder, you won't be able to enlarge it.

# View and Disable Notifications

## View and Clear Notifications

### View Notifications

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

### Clear Notifications

- You can remove a notification by swiping right on it.

- You can touch 🗑️ to clear all notifications.

ℹ️ Some system notifications and notifications from apps running in the foreground cannot be cleared.

### Do Not Show Notification

To not get disturbed by notifications, swipe left on the notification you want to process, and tap ⚙️, you can select:

- **Disable Gentle Notifications**

- **Disable notifications**

- **More settings**

ⓘ    •   Some system notifications and notifications from foreground apps cannot be closed or delayed.

     •   Different apps may support different options.

**Set display style of notification panel**

Go to **Settings** > **Notifications & status bar** and set the display style of the notification panel in the **Lock screen** area.

# Adjust the Volume

## Adjust Sound Settings

**Press a Volume Button to Adjust the Volume**

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

**Switch Sound Mode Via Control Center**

**1**   Swipe down from the top right of the screen to open Control Center.

**2**   Tap 🔔**Sound**, 🔕**Silent**, or 📳**Vibration** to switch between different sound modes.

In the Sound mode, the phone plays all sounds.

In the Silent mode, the phone mutes ringtones of calls, messages, notifications, and some third-party app reminders. Alarms, calls, music, videos, and games are not affected.

In the Vibration mode, the phone is muted but will vibrate instead, which can prevent you from missing important calls or messages.

You can also go to **Settings** > **Sounds & vibration** to switch between **Sound**, **Vibration**, and **Silent** modes.

**Set the Default Volume**

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

- **Notifications**
- **Alarms**
- **Music, Videos, Games**
- **Calls**

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

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

**Change Ringtone and Vibration**

You can change the ringtone for messages, notifications, and calls, and customize vibration.

**1** Go to **Settings** > **Sounds & vibration**, and tap **Phone ringtone** or**Notification tone**.

**2** You can perform any of the following operations:

- Set a ringtone.

  Select a preset ringtone, or tap **Music on device** to select a local sound as the messaging tone.

  For a dual-SIM phone, you can select SIM 1 and SIM 2 to set their ringtones separately.

- Set the vibration

  Tap **Vibration** and select the vibration that you like.

**System Haptics**

The system uses haptics to provide feedback when certain operations are completed, such as when you touch and hold text, a contact, or some other elements on the screen.

Go to **Settings** > **Sounds & vibration** > **More settings** and enable or disable **System haptics** according to your preferences.

**Set up More settings**

Go to **Settings** > **Sounds & vibration** > **More settings** and explore more ways to alert. Such as **Screen lock**, **Screenshot**.

ⓘ This feature may vary by device.

# Power On/Off and Restart

## Turn 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 5 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 phone**

You can force restart your phone if it is not working or turning off properly. Long-press the volume down and power buttons for more than 10 seconds to force restart your device.

# Charge Your Phone

## Charge Your Device

Your device will alert you when it is running out of power. Please make sure to charge your device 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 limit 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 authorised HONOR Customer Service Centre 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 more than 30 minutes.

**Using the Charger that Came with Your Device**

**1**  Use the USB cable that came with your device to connect your device and the adapter.

**2**  Plug the adapter into a power socket.

**Charging Your Phone with a PC**

**1**  Connect your phone to a PC or other device using a USB cable.

**2**  When the **Use USB to** dialog box is displayed on your phone, touch **Charge only**.

If another option has been set previously, the dialog box will not pop up. Swipe down from the top right of the screen to open the Control Center, touch **Settings**, then select **Charge only**.

**Overview of Battery Icons**

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

| Battery Icon | Battery Level |
|---|---|
|  | Less than 10% battery remaining. |
|  | 10% to 20% battery remaining. |
|  | Charging, 20% 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. |

# HONOR Connect

## Easy Projection

### Project Your Phone Screen Wirelessly

For security reasons, after projecting your phone screen wirelessly to a large display (such as a TV) for work or entertainment, notifications such as incoming call notifications, SMS messages, and clock alarms will only be displayed on your phone.

**1** Perform the following based on the model and functions of the large display:

- **If the large display supports Miracast**, turn on its wireless projection switch.
- **If the large display does not support Miracast**, connect a wireless HDMI adapter to it. Ensure that the wireless HDMI adapter is connected to a power supply.

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

**2** On your phone, swipe down from the top right of the screen to open the Control Center, and turn on 📶 .

**3** Swipe down again to show all shortcuts and enable **Wireless Projection**. Your phone will start searching for available display devices.

**4** In the device list, touch the name corresponding to the large display or wireless HDMI adapter to complete the projection connection.

After the connection is set up, you can place your phone in landscape mode for a better display.

## HONOR Share

### HONOR Share

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

### Enable or Disable HONOR Share

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

- Swipe down from the top right of the screen to open the Control Center, then turn on or turn off **HONOR Share**. You can also touch and hold **HONOR Share** to access its settings screen.
- Go to **Settings** > **More connections** > **HONOR Share** to enable or disable **HONOR Share**.

**Quickly Share Files Between Devices with HONOR Share**

You can use HONOR Share to quickly share files between HONOR devices. 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 receiving device, enable **HONOR Share**.

**2** On the sending device, touch and hold to select a file or album you want to share, then touch ⌔ . Touch **HONOR Share**, then touch the icon of the receiving device to send the file.

> ⓘ These steps may be different if you are sharing files directly from an app.

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

To view the received files, open **Files**, touch the **Browse** tab, then go to **Phone** > **HONOR Share**.

You can also view the received images or videos by going to **Gallery** > **Albums** > **HONOR Share**.

**Share Files Between Your Phone and Computer with HONOR Share**

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

View and edit phone files on your PC without the need for a data cable, or send files from your PC to your phone.

**From your phone to PC:**

**1** Enable Bluetooth and Wi-Fi on the PC.

**2** Swipe down from the top right of the screen to open the Control Center on your phone. Long press **HONOR Share** to go to the Settings screen and turn on **HONOR Share**.

**3** Turn on **PC Manager** > **HONOR Share** on your PC and confirm **Allow discovery by other devices** is enabled.

**4** Long press the file to be shared on your phone, tap ⌔ , and select **HONOR Share**. After the receiving device is discovered, tap its name to share the file.

**From your PC to phone:**

**1** Enable Bluetooth and Wi-Fi on the PC.

**2** Turn on **HONOR Share** on the phone.

**3** Select the file to be shared on your PC and right click **Display more options** > **HONOR Share**. The PC will search for phones that have the **HONOR Share** function enabled. Select the phone to receive the file.

**4** Follow on-screen prompts to receive the file on the phones.

ⓘ Only supports HONOR notebooks with PC Manager Version 15.0 and above. This feature may vary by product, please refer to the actual situation.

**One-Touch Printing with HONOR Share**

When a printer that supports HONOR Share is nearby, you can use HONOR Share to find the printer and print out pictures or PDF files stored on your device.

**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 device.
- WiFi Direct capable printers: The printer must be powered on and have enabled WiFi Direct.
- Bluetooth capable printers: The printer must be powered on and discoverable via Bluetooth.

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

**3** Once the printer has been discovered, touch its name on your device, and adjust the settings on the preview screen. Then touch **PRINT** to print.
If you are connecting a Bluetooth printer to your device for the first time, find the printer on your device, 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 **Help** on the HONOR Share sharing screen, select **Printers**, then touch **What printers are supported?**.

# Log in to HONOR ID

**Easy Login to HONOR ID**

On the new device, go to **Settings** > **Log in to HONOR ID**. You can try the following:

- Account login: Enter the account name, tap **NEXT**, and log in by password or SMS verification code following the on-screen instructions.
- Scan to log in: On the new device, tap the QR code icon above and a QR code will appear on the screen. On the device with HONOR ID logged in, go to **Settings**, tap HONOR ID, then tap ⧉, scan the QR code on the new device, and tap **LOG IN**.

# Video Creation

## Photography Basics

### 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.

### Adjust Camera Settings

You can adjust the camera settings to take photos and videos more quickly.

ⓘ The following features may not be available in some camera modes.

**Quick Access to Frequently Used Functions**

To quickly access frequently used functions, go to the Camera screen that displays shooting modes (e.g., Portrait, Photo), and you can set your frequently used parameters in the quick operation area.

Take Photo mode as an example:

**1** Go to **Camera** and select the **Photo** mode.

**2** Tap ⌃ , and expand the quick operation area.

**3** You can quickly set **Ratio** of the photo, turn on **Flash**, and more. You can also tap ⚙ to set more parameters.

**Enable Location Tag**

Go to **Camera** > ⚙ , 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 to help you line up the perfect shot.

**1** Go to **Camera** > ⚙ , enable **Assistive grid**. Grid lines will then appear in the viewfinder.

**2** Place the subject of your photo at one of the intersecting points, then touch the shutter button.

**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.

ⓘ This feature is only available in some countries and regions.

**Auto-capture Smiles**

Tap **Camera** > ⚙ > **Smart Capture** to enable **Capture smiles**. The camera will take a photo automatically when it detects a smile in the viewfinder.

**Use the Horizontal Level for Better Compositions**

Go to **Camera** > ⚙ , enable **Horizontal level** to display a horizontal guiding line on the viewfinder.

When the dotted line overlaps with the solid line, it indicates that the camera is parallel with the horizontal level.

# Take Photos

**Taking Photos**

**1** Open **Camera**.

**2** You can perform the following operations:

- Focus: tap on the screen where you want to highlight.
  To separate the focus point and metering point, press and hold in the viewfinder frame, and when the focus frame and metering frame appear at the same time, drag them to the desired position separately.

- Adjust the brightness: Tap the screen and swipe up or down 🔆 next to the focus frame.

- Zoom in or out: Open/pinch both fingers on the screen or slide the zoom bar next to the screen to zoom in/out.

- Select camera mode: In the camera mode area, swipe left, right, up, or down to select a mode.

- Turn the flash on or off: tap 🚫 and select ⚡A (Auto), ⚡ (On), 🚫 (Off), or 💡 (Always on).

When ⚡A (Auto) is selected, if the camera detects that you are in a dark environment, a flash alert will appear in the viewfinder and the flash will automatically turn on when shooting.

- Select a filter: Tap ⊗ to preview the filter effect.

ⓘ Not all modes support the above operation, please refer to each mode for details.

**3** Tap the shutter to shoot.

## Use the Floating Shutter to Take Photos

You can enable the floating shutter to display when you are using the camera. Drag it anywhere you like to take photos quickly.

**1** Go to **Camera** > ⚙ , then enable **Floating shutter**.

**2** The floating shutter will then show up in the viewfinder. You can drag it anywhere you like.

**3** Touch the floating shutter 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.

**1** Open **Camera**, select **Photo** mode, and make sure the rear camera is in use.

**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.

## Select the Burst Photos You Want to Keep

**1** Open **Gallery**. Touch a burst photo (which is tagged with ▦ ), then touch ▦ .

**2** Swipe through the burst photos, select the ones you want to keep, then touch **SAVE AS** and follow the onscreen instructions.

To delete the whole burst photo, touch and hold to select the photo, then touch 🗑 .

## Photography using gestures

When taking a selfie with the front camera, raise your palm to face the preview screen to take the shot.

**1** Open **Camera**, select the **Photo** or **Portrait** mode, and tap ↻ to switch to the front camera.

**2** Tap ⚙ > **Smart Capture** to turn on **Gesture control**.

**3** Return to the preview screen and raise your entire palm up (fingertips up, palm facing the screen) close to your face at a distance of about 20 cm from the screen and hold it for a moment to ensure that the front camera recognises the entire palm.

**4** After the front camera recognises the gesture, wait for a countdown of 2 seconds and the photo will be captured automatically.

## Take Night Shots

Night mode gives your photos sharper details and brighter colours even when shooting in low light or at night.

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

**2** Steady your phone and touch the shutter button.

**3** Your phone will adjust the exposure time based on the ambient brightness. Keep your phone steady until the countdown finishes.

## Take Professional-Looking Photos

AI Photography is a pre-installed camera feature that helps you take better photos by intelligently identifying objects and scenes (such as food, beaches, and text ) and optimizing the colour and brightness settings accordingly.

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

**2** Tap (AI) to turn on.

**3** Frame the subject within the viewfinder. Once the camera identifies what you are shooting, it will automatically recommend a mode (such as food, beaches, or text).

**4** To disable the recommended mode, tap the ✕ next to the mode text or turn off (AI) .

## Take Panoramic Photos

Add some width 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

**Panorama** mode combines multiple shots into a seamless panoramic photo. Simply move the camera as you shoot and the camera will take care of the rest.

**1** Go to **Camera** > **More** and select **Panorama** mode.

**2** Touch ⊙ and set the pan direction.

**3** Point the camera at your starting point, then touch ◯ to start shooting. Move the camera in the direction of the arrow displayed on the screen. Keep the arrow on the centre line when you are taking the photo.

**4** Touch ⏹ when you are finished.

## Use the Pro Mode

**1** Open **Camera** and select **More** > **Pro** mode.

**2** You can set the following parameters:

- Adjust the metering method: Tap **M** to select the metering method.

| Metering method | Applicable scenarios |
|---|---|
| ⬚ **Matrix metering** | Metering the whole picture. Suitable for shooting natural scenery. |
| ⬚ **Centre-focused metering** | Focus on metering the centre area of the frame. Suitable for shooting portraits. |
| ⬚ **Point metering** | Metering of a very small area in the centre of the frame (such as the eyes of a person). |

- Adjust ISO sensitivity: Tap **ISO** and slide the ISO adjustment area.
  When the light is low, increase the ISO sensitivity; when there is plenty of light, lower the ISO sensitivity to avoid excessive noise in the picture.

- Adjust shutter speed: Tap **S** and slide the shutter speed adjustment area.
  Shutter speed will affect the amount of light into the camera, when shooting still landscapes and portraits, adjust the shutter speed lower; when shooting moving landscapes and portraits, adjust the shutter speed higher.

- Adjust the exposure compensation value: Tap **EV·** and slide the EV adjustment area.
  When the light is low, adjust the EV value higher; when the light is high, adjust the EV value lower.

- Adjust the focus: Tap **AF·** and select the focus mode.

| Focus mode | Applicable scenarios |
|---|---|
| **AF–S Single Focus** | Still figures, landscapes, etc. |
| **AF–C Continuous Focus** | Moving figures, landscapes, etc. |
| **MF Manual Focus** | Tap the area that needs to be highlighted (such as a person's face) to capture it in focus. |

- Adjust the colour tone: Tap **WB·** and select White Balance.

  You can select ☀ in daylight; select ☁ in cloudy or shady conditions.

Tap ⬒ to change the colour temperature to give the picture a cooler or warmer tone.

**3** Tap the shutter to shoot.

ⓘ Some parameters will change when adjusting other parameters. Please adjust them according to your needs.

## Scan document

**1** Go to **Camera** > **More**, select **Scan document**, and turn on Ⓐ.

**2** Place the whole document in view of the camera and turn the pages. The device will automatically scan each page, remove shadows, and make adjustments. You can also tap ◯ to scan manually.

**3** On the **Scan document** screen, open the thumbnail in the lower left corner. Tap **Export** and save the document in the format you want.

ⓘ Go to **Files** to view the exported document.

# Shoot Videos

## Shoot Videos

In the video mode, you can use auxiliary functions such as zoom, focus, and beauty, and you can also set the video resolution and frame rate.

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

**2** You can do any of the following to prepare for the shooting:

- Zoom in or out: Open/pinch both fingers on the screen or slide the zoom bar to zoom in or out.

- Focus: tap in the screen where you want to highlight. Press and hold in the screen to lock exposure and focus.

- Turn the flash on or off: Tap ✸ to select the flash as ♀ (Always on) or ✸ (Off).

  When recording with the front camera, you can select the flash to be ♀ (Always on) in low light conditions. When turned on, the camera will ring fill in the light by boosting the screen brightness to enhance the brightness of faces.

- Select a filter: Tap ⊛ to preview the filter effect.

- Turn on the beauty effect: Tap ☺ and slide to adjust the beauty effect.

- Adjust the video resolution and frame rate: Go to ⚙️ > **Video resolution** and select the desired resolution. The higher the resolution, the clearer the video, and the larger the final generated video file, please choose according to your actual needs. You can also tap **Frame rate** to select the desired frame rate.

- Select the space-saving video format: Tap ⚙️ and turn on **Efficient video format**. With this switch is on, the phone will use a more efficient video format to help you save storage space. However, other devices may not be able to play this format, so please choose according to your actual needs.

  ⓘ Not all products support the above features, please refer to your product for details.

**3** Tap 🔴 to start shooting.
When you are recording, spread/pinch two fingers on the screen or slide the zoom bar to zoom in or out the screen.

  ⓘ Zoom feature may be unavailable for the front camera on some models。

Tap 📷 to capture the current frame.

**4** Tap ❚❚ to pause shooting, tap ■ to end shooting.

# Edit Images

## Edit Photos and Videos

Gallery offers a wide range of editing features for photos and videos.

### Basic editing

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

- Crop and rotate: Touch **Crop**, select a frame, then drag the grid or its corners to select which part you want to keep.
  To rotate the photo, touch **Crop** and drag the angle wheel to the desired orientation.

  To rotate the photo by 90 degrees, touch ⟲. To mirror the photo, touch ▷◁ .

- Add a filter effect: Touch **Filter** to select a filter.

- Adjust photo effects: Touch **Adjust** to adjust the brightness, contrast, saturation, and other aspects of the photo.

- Other: you can edit the photo in other ways, such as by adding a colour splash, blur, doodle, or label .

**2** Touch ✓ or **Save** to save your edits.

**Pixelate photos**

**1**  In Gallery, touch a photo, then go to  ✎  > **Mosaic**.

**2**  Select a mosaic style and size to cover parts of the photo.

**3**  To remove the mosaic, touch **Eraser** and wipe it off the photo.

**4**  Touch **Save** 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**.

# Edit Videos

## Edit Videos

ⓘ  • Please make sure your device has been updated to the latest system version.

  • This feature may vary by device.

**1**  Go to **Gallery** > **Albums**, and touch the video you want to edit.

**2**  Tap  ✎  to display the video editing screen, where you can:

  • Select a theme: Touch **Template** and select a preset theme.

  • Edit the clips: Touch **Edit** then touch the timeline and drag the sliders at both ends to trim the video to the desired length.

  • Select a filter: Tap **Filters** and select a filter effect. Slide the slider to adjust the filter effect.

  • Edit background music: Touch **Music** and then touch **Add music** to choose from preset background music or your locally saved music. You can also touch **Extract audio** to extract audio from a video and attach it to your clip.
    After the background music is added, in the **Edit**, you can tap **Volume** to adjust the volume of the original sound or background music. Enable **Fade in** or **Fade out** to fade in or fade out the added background music.
    To take or delete a piece of background music, add **Cut** before and after the music to be taken and select the piece, long-press on the preview bar to drag it to the position you want, or tap **Delete**.

  • Add text: Tap **Text** > **Add text** to add text to the video. After entering text in the text box, you can select templates, styles or stylised text below to finish adding.

Then tap the text preview bar, and drag the sliders on both sides to customise the duration of the text.

- Add effects: Tap **Effect** to add effects to the video.

- Add Picture in Picture: Tap **PIP** to add the materials that you want. After adding successfully, the materials will show on the short video as a Picture in Picture.

- Adjust the frame size: Tap **Frame** to select the frame size you want.

- Add background: Tap **Background** to add background in a solid colour or other styles. Or drag the slider on **Blur** page to blur the background. You can also tap Gallery to select an image from the album as the background.

- Adjust specifications: Tap **Adjust** to adjust specifications such as video brightness, contrast, saturation, sharpness, etc.

**3** When you are finished, touch ▷ to preview and **Export** to save the video.
When saving the video, you can specify the video resolution as required.

## Create Clips with Pictures and Videos

In Gallery, you can select your favourite pictures and videos and use a variety of templates to create clips with background music. You can also add filters, transitions, text and other effects to your clips.

- Please make sure your device has been updated to the latest system version.

- This feature may vary by device.

- This feature requires an Internet connection. Connect to a Wi-Fi network to avoid incurring unnecessary data charges.

**1** Go to **Gallery**, you can access creating in any of the following ways.

- Go to **Create** > **New video** to select pictures or videos. Tap ✓ on the upper right of the screen.

- On **Photos** or **Albums** page, long press to select pictures or videos. Tap 💡 > **Video**.

**2** phone will generate a clip. You can:

- Choose a template: Tap **Templates** to choose your template.

- Edit: To crop the video clip, or change the presenting time of the photo, tap **Edit**. Tap on the preview bar and drag the sliders at the ends of the clip.

- Change footage orders: Long press on a clip in the preview bar and drag the clip to the position you want.

- Add transition effects: Tap ▯ between the video clips to add transition effects, or tap **Edit**, and drag the slider. When the white dividing line is at the position where

the transition is to be added, tap **Cut**. With transition divider added, tap ⌷ in the preview bar to add transition effects.

If you have added more than one dividers, you can choose to apply the transition to the whole video.

- Adjust the video frame: Tap **Frame** to select the frame size you need.

- Export single-frame image: In **Edit**, drag the video to the white dividing line, then tap **Export frame** to export the image.

- Delete clips: select the clip to be deleted and tap **Delete** or **Edit** to add dividers to the beginning and the end of it. Then select the clip and tap **Delete**.

- Select a filter: Tap **Filters** to select from classic, food, landscape, and other filter effects. Drag the slider to adjust the filter effect. You can also tap to adjust the brightness, contrast, etc.

- Edit background music: Tap **Music**, and tap **Add music** to add preset background music or local music, or tap **Extract audio** to extract the background sound of a video and put it into your video.

  After adding background music, in **Edit**, tap **Volume** to adjust the volume level of the original sound or background. Enable **Fade in** or **Fade out** to fade in or fade out the added background music.

  To intercept or delete a piece of background music, add **Cut** to the beginning and the end of it. Select the music and long press on the preview bar to drag it to the position you want, or tap **Delete**.

- Add text: Tap **Text** > **Add text** to add text to the video. After entering the text in the text box, select the template style below to add. Tap the text preview bar and drag the sliders at both ends to set the display time of the text.

- Add visual effects: Tap **Effect** to add visual effects to the video.

- Add background: Tap **Background** to add solid colour background or background of various styles to your video or drag the slider on **Blur** page to blur the background. You can also tap the Gallery and select a picture from the album as the background.

- Adjust parameters: Tap **Adjust** to adjust the brightness, contrast, saturation, sharpness and other parameters.

**3** After editing, tap ▷ to preview. Tap **Set cover** to set the cover. You can also select the resolution and frame rate, then tap **Export** to export your clip.

ⓘ For some materials, a paid VIP is required.

# View Images and Videos

## View Photos and Videos

In Gallery, you can view, edit, and share your photos and videos.

**View by Shooting Time**

Open **Gallery**. On the **Photos** tab, pinch in on the screen to switch to the monthly view and pinch out to switch to the daily view.

You can also drag the track ball on the edge to view the time.

**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.

## Gallery Card on Home Screen

Embellish your home screen with a customized display of photos through the Gallery card.

**Add the Gallery card:**

- Pinch two fingers on the home screen to enter the edit screen, tap **Cards**, and select **Gallery** card. Swipe left and right to select the card style and tap **Add to Home screen**.

- Swipe up on the **Gallery** icon on the home screen, and tap ✄ to add home screen cards.

- Touch and hold **Gallery** on the home screen, select the **Gallery** cards, swipe left and right to select the card style, and tap **Add to Home screen**.

**Edit the Gallery card:** Touch and hold the Gallery card, tap **Edit card**, and select the display content in the Gallery card.

- **Auto-select**: Display highlight photos selected from the albums by the phone.
- **Select album**: Display all photos in a specified album.
- **Choose a picture**: Display a specified photo.

**Remove the Gallery card:** Touch and hold the Gallery card, tap **Remove**, and remove the unwanted card.

## Share Images and Videos

Go to **Gallery** > **Albums**, you can share images and videos in the following ways:

- Share a single image or video: Tap an image or video and tap ⌁ to share.
- Share multiple images or videos: In an album, long press an image or video to enter

  multi-selection mode, select multiple images and videos and tap ⌁ to share.

# Intelligent Classification of the Gallery

The phone automatically recognises pictures in the Gallery during screen-off charging and groups them by categories such as locations, objects (scenery, food, etc.) to help you organise and view them.

Go to **Gallery** > **Create** to view pictures by category.

To move a picture out of the album, long press to select the picture in the album and tap

 .

 Some pictures cannot be removed from the album.

### View and Set People Albums

Once you have taken a sufficient number of photos, Gallery will automatically create People albums for individuals or groups by identifying faces in your photos. This will happen when your device is charging and the screen is off.

You can name these People albums and set the relationships of individuals with you.

Group photo albums require a specific number of photos containing 2 to 10 faces that have already been named in People albums.

**1** Go to **Gallery** > **Create** and view the generated People albums.

**2** Touch an album, go to  > **Edit**, then set the name and relationship (such as **Baby** or **Mum**).

Once you have finished, you can find a People album by entering the name or relationship in the search bar.

### Group Album

A group album will be generated for photos containing identical people when the following conditions are met:

**1** The photo shows 2-10 people.

**2** Each person in the photo has been named in a personal album.

**3** The number of photos of the same group of people is more than 5.

## Organise Albums

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

### Add Albums

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

**2** Touch  , name the album, then touch **OK**.

**3** Select the photos or videos you want to add, and then move or copy them to the album.

**Custom Album Cover**

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

**2** Go to the album for which you want to customise the cover and touch ⋮ > **Change cover**.

**3** Select the image you want to set as the cover.

ⓘ To restore the default cover, go to this album and touch ⋮ > **Default cover**.

**Sort Albums**

**1** Go to **Gallery** > **Albums** > ⋮ and touch **Sort albums**.

**2** Drag ═ next to an album to the desired position. Touch **Reset** to reset the albums to the default order.

**Hide Albums**

If you have private pictures and videos that you do not want to show in the album, you can hide them.

Tap the **Albums** tab, open an album, touch and hold the pictures or videos that you want to hide, and tap ⋮ > **Hide** > **OK**.

The selected pictures and videos will be hidden. You can:

• On the **Albums** page, tap ⋮ > **Hidden items** to check the hidden pictures and videos.

• Touch and hold the selected pictures or videos in **Hidden items**, and tap **Unhide**.
After hiding is cancelled, the hidden pictures and videos will be restored in their original albums.

ⓘ • The pictures and videos in the shared albums cannot be hidden. Please refer to the actual situation.

• To protect your privacy, pictures and videos in the hidden albums cannot be accessed by third-party apps.

**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 affect the view in these albums.

**Delete Photos and Videos**

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

> ⓘ Some preset albums, such as **All photos**, **My favourites**, **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** > **Delete permanently**.

**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.

**Block Albums**

Block third-party app albums to prevent them from being displayed in Gallery.

**1** In the **Others** list, touch the album you want to block.

**2** If ▱ is displayed at the top, it indicates that the album can be blocked. Go to ▱ > **Block**.
Blocked albums can only be viewed in **Files**.

**3** To unblock an album, open the **Others** list, touch **View blocked albums**, then touch **Unblock** next to the album.

> ⓘ Only some albums in **Others** can be blocked.

**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 favourites** album.

# Tips

## Enable Frequently Used Features of the App Fast

### Access Frequently Used App Features from the Home Screen

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, such as Selfie or Video, from the pop-up menu to access it.

> ⓘ If no pop-up menu is displayed after you touch and hold an app icon, it indicates that 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.

## Screenshot and Screen Recording

### Take a Screenshot

#### Use Your Knuckle to Take a Screenshot

1 Go to **Settings** > **Accessibility features** > **Shortcuts & gestures** > **Screenshot/Global Favourites**, and ensure that **Knuckle screenshots** is enabled.

2 Knock the screen twice in quick succession with one knuckle to 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.

#### Take screenshots with the shortcut button

Swipe down from the top right of the screen to open the Control Center. Tap 📷 to take the full screenshot.

**Share and Edit a Screenshot or Switch to Scrollshot**

After you take a screenshot, a thumbnail will be displayed in the lower left corner of the screen. You can then:

- Swipe down on the thumbnail to take a scrolling screenshot.

- Swipe up on the thumbnail to select a way to share the screenshot with your friends.

- Touch the thumbnail to edit or delete it. You can also touch **Scrollshot** to take a scrolling screenshot.

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

**Take scrolling screenshots with knuckle gestures**

**1** Tap the screen with one knuckle and keep your knuckle on the screen, apply a little force to draw an "S" shape, and the screen will automatically scroll down to take a screenshot.

ⓘ When using this function for the first time, please follow the system instructions to enable **Scrollshot**.

**2** During scrolling, tap on the scrolling area to stop taking the screenshot.

## Take a Partial Screenshot

**1** Knock on the screen with a knuckle and hold to draw an outline around the part of the screen that you want to capture. Make sure that your knuckle does not leave the screen.

**2** The screen will display the movement trajectory of your knuckle and take a screenshot of the selected area. You can then:

- Drag the frame to the desired position or resize it.

- Touch a shape icon to determine the shape of the partial screenshot, or retain the current shape.

**3** Touch 🖫 to save the screenshot.

## Precautions for Using Knuckle Screenshots

- Please double knock the screen consecutively at the same place and at an appropriate speed.

- Keep your knuckle vertical to the screen.

- If you want to take more than one screenshot, wait 2 seconds before knocking on the screen again.

- If there is a screen protector on the screen, knock the screen harder or remove the screen protector and try again.

## Record screen

You can record operations on the screen as a video and share it with your friends and family.

**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 top right of the screen to open the Control Center.

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**.

**Use Two Knuckles to Start Screen Recording**

1  Go to **Settings** > **Accessibility features** > **Shortcuts & gestures** > **Record screen**, and ensure that **Record screen** is enabled.

2  Knock the screen twice in quick succession with two knuckles to start screen recording. To stop recording, knock twice again.

**Record Your Voice During Screen Recording**

You can enable the microphone to record your voice while recording the screen.

After starting a screen recording, touch the microphone icon and ensure that it is displayed

as 🎤 . You can now record your voice.

> ℹ️ If the microphone is disabled (if it is displayed as 🔇), you will only be able to record system sounds, such as music. If you don't want any system sounds in your screen recording, mute your device and turn off any music or other media sounds before starting the screen recording.

# Process Tasks in Multi-window Simultaneously

**Multi-Window**

Browsing apps in a floating window or split screen makes multi-tasking easier, more flexible and efficient.

- Floating window: You can view an app on the full screen in the floating window.
- Mini window: It is the smallest display form of a floating window. It can shrink an app display to a minimal form and bring it back when you need it.
- Split screen: Two apps can be used at the same time in the screen.
- Dual-window: You can use two of the same app at the same time in a split screen.

> ℹ️ • Apps that support **Multi-Window** may vary by device model and version.

**Floating windows make switching tasks easier**

Use communication apps without leaving the game? All it requires is to enable floating windows. Before using, go to **Settings** > **Accessibility features** > **Multi-Window** and ensure **Multi-Window dock** is turned on.

**Open a floating window**

Swipe inwards from either side of the screen and hold to open **Multi-Window dock**. Tap an app to open the floating window.

**Adjust the size**

Slide the bottom two corners of the floating window.

**Move the floating window**

Drag the ▬ on top of the floating window.

**Minimize the floating window**

Try out the following methods:

· Quickly drag the ▬ on top of the floating window to either side of the screen to minimise it to an assistive ball.

· Tap ▬ > ⊖ on top of the floating window to minimise it to an assistive ball.

**Close the floating window**

Try out the following methods:

· Swipe up the ▬ on the bottom of the floating window to close it. Swipe it down to switch to full screen.

· Tap ▬ > ⊗ on top of the floating window to close it.

ⓘ · Some apps do not support floating window feature.

　· Up to 10 floating windows (including mini windows) can be included in the assistive ball.

**Multi-tasks in floating windows**

You can find and switch floating windows quickly with the floating window task manager.

**1** Multiple floating window tasks have been opened and minimised to the assistive ball.

**2** Tap the assistive ball to unfold the floating window task manager.

　· Find a floating window: Scroll up or down to find the one you need.

　· Switch to another floating window: Tap the floating window card that needs to be restored to open it.

　· Close a floating window: Tap ⊗ on the floating window to close it.

**Mini window**

As the minimum presentation form of floating windows, mini windows save space and boost efficiency with multi-tasking. You can activate a mini window from either full-screen or floating window mode:

**From full-screen mode:**

While using an app in full screen, swipe up from the bottom edge to the ⬛ position and release to activate a mini window.

**From floating window mode:**

- Drag the ▬ at the top of the floating window to the upper left or upper rightcorner and release to activate a mini window.
- Swipe inward from both bottom corners of the floating window to minimise it and release to activate a mini window.
- Swipe the ▬ at the bottom of the floating window to minimise it and release to activate a mini window.

ⓘ Tap a mini window once to switch to a floating window; tap it twice to switch to full-screen mode.

**Open an attachment in a floating window**

You can open a link or attachment within specific apps (such as Email or Notes) in a floating window.

ⓘ This feature is unavailable in some apps.

**1** Open the Email app.
**2** Touch a link or attachment in the Email app to open it in the floating window.
- **Open a link**: Touch a link in the Email app to display it in a floating window.
- **Open an attachment**: Touch an attachment (such as a document, image, or video) in the Email app to display it in a floating window.

**Split-Screen for Effortless Multi-Tasking**

Use two apps simultaneously on a split screen. Before diving into split-screen, ensure the **Multi-Window dock** switch is toggled on by going to **Settings** > **Accessibility features** > **Multi-Window**.

**Activate the split-screen mode on full screen with one tap**

While using apps in full screen mode, swipe up from the bottom edge to the ⬛ or ▬ position and release to enter the half split-screen mode. The app will minimise to the edge of your screen, either to the left side or the top, and display the home screen. Tap another app that supports split-screen to initiate split-screen mode.

ⓘ To exit half split-screen mode and go back to using apps in full-screen, simply tap the Back button or tap on the minimised app at the edge of the screen.

**Activate the split-screen mode via Multi-Window dock**

While using an app on full-screen, swipe inwards from both long edges of the screen and pause until **Multi-Window dock** appears. Then, press and drag the app onto the screen and release to enter the split-screen mode.

You can also:

- **Change app display position:** To switch app positions, tap ▬ at the top of apps and drag it to the opposite side of the screen. Alternatively, you can exchange app positions by tapping the app divider ▭ and then selecting ⇅ or ⇄.
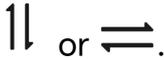
- **Save app pairs:** Tap the app divider, then choose 🖫, to add the current pair of apps in the split-screen mode to the home screen.

- **Adjust window size:** Drag the app divider ▭ to adjust the window size.

- **Exit the split-screen mode:** Slide the app divider ▭ to the top or bottom edge of the screen.

  ⓘ - Some apps do not support split-screen displays.

    - The split-screen mode supports two apps only at one time.

    - When you uninstal an app, any app pairs linked to it will be deleted subsequently.

**Drag and drop between apps with Multi-Window**

Use the Multi-Window feature to easily drag and drop images, text, and documents between apps.

- Drag and drop an image: When taking notes with **Notes**, open **Files**, select the photo you want to add, and drag it into the **Notes** editor.

- Drag and drop text: When sending an SMS message, open **Notes**, touch and hold the text you want to send, and drag it into the message text input box.

- Drag and drop a document: When writing an email, open **Files**, select the document you want to attach, and drag it into the email editor.

ⓘ Not all apps fully support drag-and-drop with Multi-Window.

**Add, move, or remove an app from the Multi-Window dock**

- Add an app: In the Multi-Window dock, touch 🔳 > ✎, touch the app you want to add, then touch **Done**.

- Move an app: In the Multi-Window dock, touch 🔳 > ✎, drag the desired app to any location in the dock, then touch **Done**.

- Remove an app: In the Multi-Window dock, touch ⊞ > ✎, touch ⊖ on the upper right corner of the icon of the app you want to remove, then touch **Done**.

**Switch between the split-screen display and the floating window display**

**Switch from split-screen view to floating windows**

Drag ▬ **on** top of the app to either side of the screen and lift your hand.

**Switch from a floating window to split-screen view**

Try out the following methods:

For an opened app that supports split screen, touch and hold the ▬ on top of its floating window to the bottom or top of the screen and release.

**Multi-Window view for a single app**

You can create two task windows for the same app (such as Email and Notes), and drag images, text, or documents between them.

ⓘ This feature is unavailable in some apps.

1 Enter the split-screen view within an app.
- Open the Email app.
- Swipe inward from the left or right edge of your phone and hold to bring up the Multi-Window dock.
- Touch and hold the Email icon, and drag it to the screen to enter split-screen view.

2 Drag images, text, or documents between the split-screen windows.
- **Drag an image**: Select an image from one split-screen window and drag it to the other window.
- **Drag text**: Touch and hold the text and select the desired part from one split-screen window, then touch and hold the text again and drag it to the other window.
- **Drag a document**: Select a document from one split-screen window and drag it to the other window.

**Disable Multi-Window dock**

Multi-Window dock is enabled by default. To disable it, go to **Settings** > **Accessibility features** > **Multi-Window**, then disable **Multi-Window dock**.

# Apps

## Apps

### App Basics

**Uninstall an App**

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

- When using the **Standard** style home screen, touch and hold the app icon on the home screen, then touch **Uninstall** and follow the instructions.
- When using the **Drawer** style home screen, touch and hold the app icon in the drawer, then touch **Uninstall** and follow the instructions.
- Go to **Settings** > **Apps** > **Apps**, touch the app, then touch **Uninstall**.

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

**Manage Background Apps**

1 Access the recent tasks screen using either of the following methods, depending on the navigation method you are using:
   - **Gestures**: Swipe up from the bottom of the screen and hold.
   - **Three-key navigation**: Touch ▢ .

2 On the recent tasks screen, you can:
   - Swipe across to view app previews.
   - Touch an app preview to access an app.
   - Swipe up on an app preview to close an app.
   - Swipe down on an app preview to lock it. 🔒 will appear at the top of the app preview. Touching 🗑 will not close this app.
   - Swipe down again to unlock it. 🔒 will disappear.
   - Touch 🗑 to close all apps (except for those you have locked).

**Clear the Cache of an App**

Delete app cache files to free up storage space.

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

# Contacts

## Add and manage contacts

You can open **Contacts** on the home screen (or open **Phone** and go to the **Contacts** interface) and add, share, or delete contacts.

**Manually create contacts**

On the **Contacts** screen, tap ⊕, go to the **New contact** interface, enter name, phone number, and other information, and tap ✓ to save.

**Merge duplicate contacts**

On the **Contacts** interface, go to ⋮ > **Settings** > **Organise contacts** > **Merge duplicate contacts**, select the duplicate contacts, and tap **Merge**.

**Search contacts**

You can search contacts in the following ways:
- Open the **Contacts** interface and enter the keywords you want to query (e.g., initials of contact's last name, phone number, email) in the **Search** input box at the top.
- Swipe down in the middle of the home screen to bring up the search box and enter the keywords you want to query.

> ⓘ You can also enter multiple keywords at once for a more precise search, such as "John Beijing".

**Share contacts**

**1** On the **Contacts** interface, long press the contacts to be shared, and tap **Share contact**. Or tap the contacts to be shared, tap **More** > **Share contact**.

**2** Select a method to share and follow the on-screen instructions.

**Delete contacts**

You can delete (or bulk delete) contacts in the following ways:

On the **Contacts** interface,
- long press the contacts to be deleted and tap **Delete**.
- Tap the contacts to be deleted and tap **More** > **Delete contact** at the bottom.
- Go to ⋮ > **Settings** > **Organise contacts** > **Delete multiple contacts**, select the contacts to be deleted, and tap **Delete** at the bottom.

ⓘ    To restore contacts deleted by accident, open the **Contacts** interface, go to ⋮ > **Settings** > **Organise contacts** > **Recently deleted**, long press to select the contacts to restore, and tap **Restore**.

## Manage contact groups

You can manage a large number of contacts by grouping them according to your preference, making it easier to send group emails or messages. The system automatically groups contacts by company, city, and the most recent time of contact. You can also create groups of your own.

### Create groups

**1**   Open **Contacts** or **Phone** and select the **Contacts** tab.

**2**   Select **Groups**, tap **New**, enter the group name, such as Family, and tap **OK**.

**3**   On the group screen, tap **Add members**, select the contact to add to the group, and tap **Add**.

### Edit groups

On the **Contacts** interface, select **Groups**, and enter the group you want to edit.

- Add member: Tap **Add members** to add members to the group.
- Remove member: Long press the member you want to remove and tap **Remove from group**.
- More operations: Tap **More**, select **Remove members** for bulk removal, or select **Group ringtone**, **Delete group**, and **Rename**.

### Send group messages or emails

On the **Contacts** interface, select **Groups**, enter a group:

- Send group message: Tap 💬 to send the message and select the target members.

- Send group email: Tap ✉ to send the email and select the target members.

### Delete groups

On the **Contacts** interface, go to **Groups**. You can delete phone groups in any of the following ways:

- Long press the group to be deleted and tap **Delete**.

- Tap **Delete** at the bottom, select the group to be deleted, and tap **Delete**.

## Delete contact history

**1**   Open **Contacts** or **Phone** and select the **Contacts** tab.

**2**   Click a contact with contact history.

**3** Tap **More** > **Erase history**, then tap **Erase**, and delete all call logs, and call recordings for the contact.

# Phone

## Make a Call

### Dial a Number or Select a Contact to Make a Call

Use either of the following methods to make a call:

- Open **Phone**, enter part of a phone number, the first letter of a contact's name, or a contact's initials to find a contact, then touch to make a call.
- Open **Phone**, touch the **Contacts** tab, then search for a contact or select a contact in the contact list to make a call.

Touch 🔴 to end the call.

### Use Speed Dial

Once you've set up speed dialling for a contact, you can quickly call that contact with the assigned number key.

Go to **Phone** > ⋮ > **Settings** > **Speed dial**, select a number key, then set a contact for this speed dial number.

### Press the Power Button to End a Call

During a call, press the Power button to end the call.

Go to **Phone** > ⋮ > **Settings** > **More**, and enable **Power button ends call**.

### Make an International Call

**1** Contact your mobile carrier to activate and inquire about the international calling service.

**2** Open **Phone**, touch the **Contacts** tab, then select a contact to make a call.

**3** For numbers that are not in the contacts list, open the dialler and hold the **0** number key until the **+** icon is displayed. Enter the country code and phone number, then touch 🟢 to make an international call.

## 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 device 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 unlocked:

- Touch 📞 to answer the call.

- Touch 📕 to reject the call.

- Touch 💬 to reject the call and reply with a message.

**Enable Call Waiting**

The Call waiting feature lets you answer an incoming call when a call is already in progress by placing the first call on hold. This feature requires the support of your carrier. For details, contact your carrier.

Go to **Phone** > ⋮ > **Settings** and then go to **More** > **Call waiting**.

ⓘ If your phone has two SIM cards installed, configure the settings for SIM 1 and SIM 2 respectively.

This feature may vary depending on your network provider.

**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 your pre-set conditions will be automatically transferred to a specified phone number. This feature requires the support of your carrier. For details, contact your carrier.

**1** Open **Phone**, go to ⋮ > **Settings**, and touch **Call forwarding**.

**2** Select and enable a forwarding method, then enter and confirm the target number.

ⓘ If your phone has two SIM cards installed, configure the settings for SIM 1 and SIM 2 respectively.

This feature may vary depending on your network provider.

**Disable Call Forwarding**

**1** Open **Phone**, go to ⋮ > **Settings**, and touch **Call forwarding**.

**2** Select the forwarding mode and disable it.

## Emergency SOS and Calls

### Use Emergency SOS

If you are in an emergency situation, you can quickly and secretly send an SOS message or make an SOS call to your emergency contacts.

**1** Go to **Settings** > **Safety & emergency** > **Emergency SOS**, and touch **Emergency contacts** to add an emergency contact.

**2** Enable **Also send SOS message** and **Auto-SOS call**, and set related permissions as prompted.

Once you have enabled the Emergency SOS feature and you are in an emergency situation, press the Power button five times in quick succession and your device will automatically send a message with your current location to your emergency contacts. It will also automatically call your emergency contacts one by one and play a pre-recorded SOS message, then end the call automatically.

If **Auto-SOS call** is disabled, after the message is sent, your device 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 device 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 emergency calls not working.

**1** From the lock screen, access the screen for entering your password, and touch **Emergency contacts**. If you are in an area with a good signal and your device has an Internet connection, it 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.

## Perform In-call Operations

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

- Touch 🔊 to switch the audio channel to the speaker.

- Touch ➕ to start another call. This feature requires the support of your carrier. For details, contact your carrier.

- Touch ⠿ to use the dialler.

- 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 on your device.

To return to the call screen, touch the green icon in the status bar.

- Touch 🔴 to end a call.

# Calendar

## Use Events

Events help you schedule activities in your daily and work life, 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.

### Add Schedules

1 Go to **Calendar**, then tap ⊕.

2 Enter details such as title, location, and start and end time of the schedule.

3 Tap **Add more fields**, then tap **Reminder** or **Second reminder** to set a reminder for the schedule.

4 Tap ✓ to save the schedule.

### Import Meeting Reminders

1 Go to **Calendar** > ⋮ > **Manage accounts**.

2 Touch ➕, then follow the onscreen instructions to add your work emails (from your Exchange account) to the calendar to view meeting reminders.

### Search for an Event

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 Open **Calendar**, then touch an event on a calendar screen or under the schedule tab.

2 Touch ⋮ > **Share** to share the event however you prefer when prompted.

### Delete Schedules

On the **Calendar** screen, tap the schedule you want to delete, then tap ⋮ > **Delete**.

## Important Events

Add priority to events to differentiate and highlight them so that you can focus on important events, and handle them efficiently.

**Add Important Events**

Enable **Calendar**, tap ⊕, and tap **Priority** to set the event as **Important** in the interface of details. Enter details such as title, location, start and end time of the event, etc. and tap ✓ to save them.

**Mark existing events as important**

Mark manually

Open **Calendar**, tap an event and go to its details page, tap **Priority** and select **Important**. You can also go to the preview page of an event, tap the drop-down menu on the right side of an event ⌄ > **Priority** to make settings.

Mark automatically

If an event contains **VIP**, the calendar will intelligently identify and mark the event as important.

## Set a Calendar Notification

Set the calendar notification type according to your requirements. You can set status bar notifications, banner notifications, and ringtone notifications. After setting the default reminder time, your device will send a notification at the specified time.

Go to **Calendar** > ⋮ > **Settings**.

- Touch **Default reminder time** or **Reminder time for all-day events** to set a reminder time.
- Touch **Notifications** and enable **Allow notifications**. Then follow the onscreen instructions to set a notification type.

## Customise Calendar View Settings

You can customise calendar view settings, such as by specifying the start day of the week, and whether to show week numbers.

1  Go to **Calendar** > ⋮ > **Settings**.
2  Select the start day of the week, or enable the switch to show week numbers.

## Set Alternate Calendars

You can switch to other calendars, such as the Chinese lunar calendar or the Islamic calendar.

Go to **Calendar** > ⋮ > **Settings** > **Alternate calendars**, and select a calendar you want to use.

## View National/Regional Holidays

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

**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 Calendar.

# Clock

## Set Alarms

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

**Add an Alarm**

**1** Go to **Clock** > **Alarm**, tap ⊕ to add an alarm.

**2** Follow the prompts to set the ringtone, repeating interval, etc.

**3** Tap ✓ to save the settings.

**Modify or Delete an Alarm**

Touch an existing alarm to modify or delete it.

**Snooze an Alarm**

If you don't want to get up when an alarm rings, simply touch the snooze button or press the Power button.

The snooze length is set when creating the alarm.

**Turn Off an Alarm**

When an alarm rings, swipe left or right on the button that appears at the bottom of the screen to turn it off.

## Use the Timer or 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 pause the timer, press ⏸ , To cancel counting, press ↺ . To stop the timer, press stop on the notification that appears when the time is up.

**Stopwatch**

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

## Display Dual Clocks on the Lock Screen

When you are away from your home time zone, use **Dual clocks** to display the time of both your home city and current location on the lock screen.

Go to **Settings** > **System & updates** > **Date & time**, enable **Dual clocks**, and set a **Home city**. The time of your home city and current location will now both display on the lock screen.

ⓘ Only one clock will display on the lock screen if your current location is in the same time zone as your home city.

# Notepad

## Global Favourites

Three-finger Global Favourites can help you quickly save images, text, web pages or documents into **Notes** or **Favorites Space**. You can easily check and review them at any time.

ⓘ • Go to **Settings** > **Accessibility features** > **Favorites Space**, if you enable **Show items from Global Favourites**, content collected via three-finger Global Favourites will also be simultaneously displayed in **Favorites Space**.The settings items vary by device. If your device does not provide a specific item, it indicates that the corresponding feature is not supported.

• Go to **Settings** > **Accessibility features** > **Shortcuts & gestures** > **Screenshot/Global Favourites** > **Three-finger swipe down**, if you select **Take screenshot**, Three-finger screenshot is enabled.

**Save web pages**

Swipe down with three fingers to save web articles to **Notes** with ads being filtered automatically. You can check and edit the article even if the original URL is invalid.

**1** Go to **Settings** > **Accessibility features** > **Shortcuts & gestures** > **Screenshot/Global Favourites** > **Three-finger swipe down**, and select **Global Favorites**.

**2** Swipe down with three fingers when you are browsing a web page. A message will pop up at the bottom of the screen to notify you that the web page is saved.

ⓘ • **Notes** will filter ads and comments automatically.

• Not all web pages support this feature. The interface and functions may vary by device model. Please refer to the actual situation.

## Notes format conversion

After migrating notes from the old phone to a new phone, if the name in the old phone is Notes, no format conversion is required. If the note name in the old phone is Notepad (old format), the new phone only supports viewing but the note can be edited after conversion to the new format.

Open **Notes**, tap the drop-down menu on the right side of **All notes** to check **Old format notes**.

- Convert all: Open **Old format notes** > **Convert all** > **Convert**, and after conversion, **Old format notes** list will disappear.

- Convert one by one: When opening an old-format note for the first time, there will be an instruction of **Convert this note?**, and you can tap **Convert**. If you don't convert the format after seeing the instruction, the note that you open only supports **Delete** and **Convert format**, not editing. You can edit it only after format conversion.

## 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.

### Set Password for Notes

**Lock Notes**: Go to **Settings** > **Security & privacy** > **Device & data protection** > **App Lock**, follow the on-screen instructions to enter your lock screen password or customise the app lock password, and turn on the switch next to your notes.

### Categorise notes

You can categorise your notes into different folders, add colour labels to distinguish the folders, and edit them to make your notes more clearly classified and easy to find.

**View all notes**:

- On the **All notes** list, different notes are displayed in different colours. You can also enter keywords in the search box to quickly find the notes you need.

- Tap the drop-down menu on the right side of **All notes** to check **All notes**, **Favourites**, **Recently deleted** and other types of notes.

**Create/edit folder:**

- Open the drop-down menu on the right side of **All notes**, tap  on the upper right corner, and tap  > **New folder** on edit page, select your favourite folder colour, type folder name, and then tap **Save**.

**Move/collect/lock notes:**

- On the note list page, press and hold the note to be edited, tap **Move**, select the folder that you want to move the note to, and then tap **More** > **Favourite**, collect or pin the note.

- Open the note to be locked, and tap **More** > **Add lock** on the lower right corner.

- On the **All notes** list page, slide a note to the left to pin, move, favourite, or delete it.

ⓘ The function and interface may vary by device model. Please refer to the actual situation.

**Share notes**

You have multiple options to share your notes:

- Share a single note: On the page of **All notes** list, open the note to be shared, tap ⌇ and share it by following the prompts.
  Notes can be shared via **As image**, **As text** and **As document**.

  ⓘ Documents in TXT or HTML format can be exported when **As document** and saved in **Files** > **My files** > **HONOR Notes** > **HONOR Share** by default.

- Share multiple notes: On the page of **All notes** list, press and hold a note to be shared, check multiple notes to be shared, and then tap ⌇ and share them by following the prompts.

**Print Notepad Items**

**1** On the **All notes** screen, open the item you want to print.

**2** Go to ⋮ > **Print**, then select a printer and configure printing settings as prompted.

**Delete notes**

You can delete notes using either of the following methods:

- On the page of **All notes** list, swipe left on one log, and then tap 🗑 to delete.

- Press and hold the note or to-do that you want to delete, check or slide along the checkbox to select multiple records to be deleted, and then tap 🗑.

If you want to recover accidentally deleted notes, tap **All notes**, and select records that you want to save in **Recently deleted** folder, and then tap ↻.

# Recorder

## Recorder

The recorder helps you to save the audio so that you can listen to it at any time.

**Audio Recording**

**1** Open **Recorder** in the **Tools** folder. Tap ⏺ to start recording.

**2** You can tap 🔖 to mark key points during the recording.

**3** You can also tap 🔊₊). Turning to 👤₊) indicates**Vocal Enhancement** has enabled. When recording, ambient noise is reduced, making the human voice clearer.

**4** Tap ⏹ to end the recording.

**5** You can long press the recording file to share, rename, or delete.

You can also enter **Files** > **Browse** > **Phone** > **Sounds** to view recorded files.

**Play the audio recording**

The recording files will be displayed as a list on the home page of **Recorder** and can be played by tapping.

On the player screen, you can:

- Tap 🔇 to automatically skips the sections with no sound.

- Tap 1.0 to change the playback speed.

- Tap 🔖 to mark key points.

- Tap on the name of a mark to rename it.

**Edit audio recording files**

**1** Go to the home page of **Recorder**. Tap the recording file.

**2** Tap ✂. The full waveform of the recording is displayed.

**3** Drag the start and end time sliders of the recording to select a section. You can also zoom the waveform area with two fingers to adjust area and then select the section.

**4** Tap ✂. Select **Keep selected part** or **Delete selected part**.

**Share audio recording files**

Go to the home page of **Recorder**. You can share audio recording files by any of the following methods:

- Long press the recording file to enter multi-selection mode, check the single or multiple recording files you want to share, tap **Share**, and then select a sharing method.

- Tap on one of the recording files you want to share to enter the playback interface, then tap ⋮ > **Share** and choose a sharing method.

# Email

## Add Email Accounts

Add your email account in **Email** to start using your device for convenient email access.

### Add a Personal Email Account

**1** Open **Email** on your phone, then select from the available mailbox providers.

**2** Enter your email address and password, touch **Log in**, and follow the onscreen instructions to complete configuration. The system will automatically connect to the server and check the server settings.

### Add an Exchange Account

Microsoft Exchange enables digital messaging within a company. If your company mailbox uses the Exchange server, you can log in to your company email account on your device.

**1** Contact the administrator of the company email server to obtain the domain name, server address, port number, and security type.

**2** Open **Email** and select **Exchange**.

**3** Enter the email address, user name, and password.

**4** Touch **Manual setup**. On the **Account setup** screen, enter the email domain name, server address, port number, and security type.

**5** Touch ✓ , then follow the onscreen instructions to complete configuration. The system will automatically connect to the server and check the server settings.

# Calculator

## Calculator

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

### Use the Scientific Calculator

Open the calculator and go to ⋮ > **Scientific**.

### 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 ⌫ .

- Clear the display: Touch **C** . You can also touch ⌫ to clear the display after touching ═ to complete the calculation.

# Flashlight

## Flashlight

You can use any of the following methods to open flashlight:

- **Control Center**: Swipe down from the top-right corner of your device to open **Control Center** and tap **Torch** to turn on or turn off flashlight.
- **Lock screen widget**: In the lock screen, swipe up from the bottom edge of the screen to open the quick access panel and 🔦 to turn on or turn off flashlight.
- **Home screen shortcut**: Pinch on the home screen with two fingers to enter the edit screen, tap **Cards**. Swipe down to the bottom of the screen and tap **Classic widgets**. In **Quick widgets**, tap **Torch** to add **Torch** to home screen. Then, tap **Torch** to turn on or turn off flashlight.
- **Physical buttons**: Go to **Settings** > **Accessibility features** > **Shortcuts & gestures** > **Quick Launch** to enable **Quick Launch** and choose **Turn on/off torch**. When the device is off or locked and no audio is played, double-tap the volume down button to turn on or turn off flashlight.

After flashlight is turned on, a notification will be displayed on the lock screen. You can tap ⏻ to turn off flashlight.

# Compass

## Compass

The compass displays the orientation of the phone and the latitude and longitude of its current position.

**1** You can open the compass by:

- Swipe down from the middle of the home screen to open the search box, enter **Compass**, The top search result is the system's own **Compass**.
- Open **Compass** in the **Tools** folder.

**2** View the orientation and coordinates.

- Place the phone horizontally, the orientation and the current latitude and longitude will be displayed on the screen.
- Place the phone vertically, the orientation and the current latitude and longitude will be displayed under a live scene.

**3** To lock the current orientation, tap the graduated disc of the compass. A blue graduated area will be displayed when the orientation deviates from the original.

To obtain more accurate orientation information, please try to keep the compass horizontal or vertical to the ground without angular deviation.

# System Manager

## Free up Phone Storage

The **Cleanup** of **System Manager** will scan the storage for redundant files and large files, such as application residues, redundant installation packages, and data generated by WeChat, and provide cleaning suggestions to help you free up space.

**1** Go to **System Manager** and tap **Cleanup**.

**2** When the scan is completed, tap **Clean up** or **Clean up** behind the item to be cleaned and follow the instructions to delete redundant files.

> ⓘ Swipe down from the top of the screen and the phone will rescan the Storage.

### Clean Up Duplicate Files

**System Manager** can identify duplicate files on your device.

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

## Manage Data Usage

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

### View and Manage High Data-consuming Apps

**1** At the **Data usage this month** of "Data usage management" interface, you can view the ranking of the data used by each app.

**2** Tap on the high data-consuming app to restrict its use of mobile data, roaming data, background data, etc.

> ⓘ Some apps (such as those generated by App Twin) cannot restrict Internet access in the "Data usage management". Please go to **Settings** > **Apps** > **Apps**, search for the name of the app, and tap **Data usage** to restrict its Internet access.

### View and Set the Internet Access for Apps

At the "Data usage management" interface, tap **Network access**, uncheck **Mobile data**, and set high data-consuming apps (such as Video Player) to be used only under Wi-Fi.

> ⓘ You cannot restrict Internet access for some apps (such as those generated by APP Twin) at the "Data usage management" interface. Please go to **Settings** > **Apps** > **Apps**, search for the name of the app, and tap **Data usage** to restrict its Internet access.

**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 on 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.

# Device Clone

## Use Device Clone to Move Data to Your New Device

**Device 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.

**Migrate Data from an Android Device**

**1** On your new phone, open the **Device Clone** app. Alternatively, go to **Settings** > **System & updates** > **Device Clone**, touch **This is the new device**, then select old device type.

**2** Follow the onscreen instructions to download and install **Device Clone** on your old device.

**3** On your old device, open the **Device Clone** app and touch **This is the old device**. 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.

ⓘ **Device Clone** is only available on phones running Android 7.0 or later.

# Tips

## Tips

**Tips** has a selection of tips and tricks to help you quickly learn how to use your phone. It also provides a full version of the user manual for easy reference at any time.

**Tips** Section introduction:

• Illustrated tips: A small video or a picture with clear and concise text to help you master an operation. The cards are categorized by scenario, making it easy for you to choose the section of interest.

• Detailed tips: Easy-to-access and easy-to-understand instructions on the advanced features of the phone.

**Tips** Main functions:

- Search: Enter a keyword to retrieve all the related content in **Tips**, giving you quick access to the information you need. It also offers hot information for your reference.

- Like and comment: You can review the information and give feedback.

- Try it out: Provide the **Try now** button for key or complicated functions. Tap to go straight to the interface of the function.

> - The feature availability varies by device.

# Settings

## Wi-Fi

### Introduction to Wi-Fi

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 economic loss 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 on the status bar indicates that the device is connected to Wi-Fi.

### Transfer Data Using Wi-Fi Direct

You can use Wi-Fi Direct to transfer data between HONOR devices. Wi-Fi Direct allows you to transfer large files to a nearby device more quickly than Bluetooth and without having to pair the devices.

1 On the receiving device, go to **Settings** > **Wi-Fi** and enable **Wi-Fi**.

2 Go to **More settings** > **Wi-Fi Direct** to start searching for nearby devices that have enabled Wi-Fi Direct.

3 On the sending device, touch and hold to select the files you want to share, touch 🔗 , and select **Wi-Fi Direct**.

ⓘ These steps may be different if you are sharing files directly from an app.

4 Touch the icon of the receiving device to establish a connection, then share the files.

5 On the receiving device, accept the Wi-Fi Direct transfer request.

Then go to **Files** > **Browse** > **Phone** > **Download** > **Wi-Fi Direct** to view the received files.

## Bluetooth

## Phone Bluetooth basic

You can connect your phone to Bluetooth earbuds, speakers, car entertainment systems, or share data from your phone to other devices via Bluetooth.

We will introduce the following Bluetooth functions of your phone: ① turn on or turn off Bluetooth; ② edit Bluetooth device's name; ③ pair Bluetooth devices; ④ transfer files via Bluetooth; ⑤ unpair devices.

The effective distance of Bluetooth is 10 meters. Please use Bluetooth functions within the effective range.

### Turning Bluetooth on or off

- Swipe down from the top right of the screen to open the Control Center and enable or disable **Bluetooth**. Long press **Bluetooth** to enter the settings screen.
- Go to **Settings** > **Bluetooth**, turn on or off the **Bluetooth** switch.

### Edit Bluetooth device's name

**1** Go to the settings screen for **Bluetooth** and enable **Bluetooth**.

**2** Tap **Device name**, enter the new name, and tap **OK**.

### 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 Network

## 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 top right of the screen to open the Control Center. Turn on **Mobile data**.

- Go to **Settings** > **Mobile network** > **Mobile data**, and enable **Mobile data**.

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

## Configure Dual SIM Settings

If your device has two SIM cards inserted, you can set the default mobile data SIM and the default calling SIM, and enable call forwarding between the two SIM cards.

ⓘ This feature applies to dual-SIM devices only.

### Set the Default Mobile Data and Default Calling SIM Cards

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

### Enable Call Forwarding Between SIM Cards

After enabling call forwarding for both SIM cards, if incoming calls cannot reach one of the SIM cards, they will be forwarded to the other one.

ⓘ This feature requires the support of your 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 two SIM cards will be enabled when it is configured for both SIM cards.

### Quickly Switch the Default Mobile Data SIM

If two SIM cards have been installed on your phone, you can use a shortcut to quickly switch the default mobile data SIM card.

**1**   Swipe down from the top right of the screen to open the Control Center. Turn on **Mobile data**.

**2**   Touch the text under ⇅ until a prompt is displayed, then select a SIM card and touch **OK**.

ⓘ When the prompt is displayed, touch **Settings** to access the **SIM management** screen.

## Share Your Network Connection with Other Devices

Once **Personal hotspot** has been enabled, you can share your mobile data or the Wi-Fi network your device is currently connected to with other devices.

### Share Your Network via Personal Hotspot

ⓘ Some Wi-Fi networks that require authentication cannot be shared.

Go to **Settings** > **Mobile network** > **Personal hotspot**, and enable **Personal hotspot**. The mobile data or Wi-Fi network connection of your device will then be shared with other devices.

You can also perform the following for the personal hotspot:

- Set **Device name**.

- Set **Password**.

- Touch **Connected devices** to view the connected devices list and blocklist. Touch a device in the **Connected devices** list to move it to the **Blocklist** list as prompted. You can also remove a device from the list.

- If you are sharing a mobile data network, you can also touch **More** to set **Data limit** and **AP band**.

**Share Your Network via Bluetooth**

**1**  Go to **Settings** > **Bluetooth**, and enable **Bluetooth**. Select a device, then follow the onscreen instructions to complete pairing.

**2**  Go to **Settings** > **Mobile network** > **Personal hotspot** > **More**, and enable **Bluetooth tethering**.

**3**  On the **Bluetooth** settings screen of the paired device, touch ⚙ next to the name of your device, then enable **Internet access** to share your network.

**Share Your Network via USB**

**1**  Use a USB cable to connect your device to your computer.

**2**  On your device, go to **Settings** > **Mobile network** > **Personal hotspot** > **More**, and enable **USB tethering** to share your mobile data or the currently connected Wi-Fi network.

## Enable or Disable Airplane Mode

When taking a flight, you can enable Airplane mode if required to do so by the airline. In Airplane mode, your device will not be able to make calls, send or receive SMS messages, or use mobile data, but all other functions will be available.

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 again to display all shortcuts. Touch ✈ to enable or disable **Aeroplane mode**.

- Go to **Settings** > **Mobile network**, and enable or disable **Aeroplane mode**.

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

## Manage Data Usage

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

### View and Manage High Data-consuming Apps

**1** At the **Data usage this month** of "Data usage management" interface, you can view the ranking of the data used by each app.

**2** Tap on the high data-consuming app to restrict its use of mobile data, roaming data, background data, etc.

> *i* Some apps (such as those generated by App Twin) cannot restrict Internet access in the "Data usage management". Please go to **Settings** > **Apps** > **Apps**, search for the name of the app, and tap **Data usage** to restrict its Internet access.

### View and Set the Internet Access for Apps

At the "Data usage management" interface, tap **Network access**, uncheck **Mobile data**, and set high data-consuming apps (such as Video Player) to be used only under Wi-Fi.

> *i* You cannot restrict Internet access for some apps (such as those generated by APP Twin) at the "Data usage management" interface. Please go to **Settings** > **Apps** > **Apps**, search for the name of the app, and tap **Data usage** to restrict its Internet access.

### 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 on 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

## Introduction to NFC

Near Field Communication (NFC) is a short-range wireless communications technology that allows mobile and other electronic devices to connect in countless ways, allowing you to transfer data and make mobile payments easily.

> *i* • Not all devices support NFC.
>
> • Enable **Read and write/P2P** on the NFC settings screen if available. This feature may vary depending on your network provider.

## Enable or disable NFC

You can enable or disable NFC as follows:

- Swipe down from the top right of the screen to open the Control Centre, then enable or disable **NFC**. You can touch and hold **NFC** to access the settings screen.
- Go to **Settings** > **More connections** > **NFC**, then enable or disable **NFC**.

**Tapping with NFC**

**1** Open **NFC** and go to **NFC**, then select **Default app** .

**2** Add NFC cards.

**3** Hold the NFC sensor (located near the rear camera) of your /phone against a POS terminal to bring up the payment screen automatically.

## Project Your Phone Screen Wirelessly

For security reasons, after projecting your phone screen wirelessly to a large display (such as a TV) for work or entertainment, notifications such as incoming call notifications, SMS messages, and clock alarms will only be displayed on your phone.

**1** Perform the following based on the model and functions of the large display:

- **If the large display supports Miracast**, turn on its wireless projection switch.

- **If the large display does not support Miracast**, connect a wireless HDMI adapter to it. Ensure that the wireless HDMI adapter is connected to a power supply.

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

**2** On your phone, swipe down from the top right of the screen to open the Control Center, and turn on 📶 .

**3** Swipe down again to show all shortcuts and enable **Wireless Projection**. Your phone will start searching for available display devices.

**4** In the device list, touch the name corresponding to the large display or wireless HDMI adapter to complete the projection connection.

After the connection is set up, you can place your phone in landscape mode for a better display.

## HONOR Share

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

**Enable or Disable HONOR Share**

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

- Swipe down from the top right of the screen to open the Control Center, then turn on or turn off **HONOR Share**. You can also touch and hold **HONOR Share** to access its settings screen.
- Go to **Settings** > **More connections** > **HONOR Share** to enable or disable **HONOR Share**.

**Quickly Share Files Between Devices with HONOR Share**

You can use HONOR Share to quickly share files between HONOR devices. 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 receiving device, enable **HONOR Share**.

**2** On the sending device, touch and hold to select a file or album you want to share, then touch ⌘ . Touch **HONOR Share**, then touch the icon of the receiving device to send the file.

ⓘ These steps may be different if you are sharing files directly from an app.

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

To view the received files, open **Files**, touch the **Browse** tab, then go to **Phone** > **HONOR Share**.

You can also view the received images or videos by going to **Gallery** > **Albums** > **HONOR Share**.

**Share Files Between Your Phone and Computer with HONOR Share**

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

View and edit phone files on your PC without the need for a data cable, or send files from your PC to your phone.

**From your phone to PC:**

**1** Enable Bluetooth and Wi-Fi on the PC.

**2** Swipe down from the top right of the screen to open the Control Center on your phone. Long press **HONOR Share** to go to the Settings screen and turn on **HONOR Share**.

**3** Turn on **PC Manager** > **HONOR Share** on your PC and confirm **Allow discovery by other devices** is enabled.

**4** Long press the file to be shared on your phone, tap ⌘ , and select **HONOR Share**. After the receiving device is discovered, tap its name to share the file.

**From your PC to phone:**

**1** Enable Bluetooth and Wi-Fi on the PC.

**2** Turn on **HONOR Share** on the phone.

**3** Select the file to be shared on your PC and right click **Display more options** > **HONOR Share**. The PC will search for phones that have the **HONOR Share** function enabled. Select the phone to receive the file.

**4** Follow on-screen prompts to receive the file on the phones.

ⓘ Only supports HONOR notebooks with PC Manager Version 15.0 and above. This feature may vary by product, please refer to the actual situation.

**One-Touch Printing with HONOR Share**

When a printer that supports HONOR Share is nearby, you can use HONOR Share to find the printer and print out pictures or PDF files stored on your device.

**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 device.
- WiFi Direct capable printers: The printer must be powered on and have enabled WiFi Direct.
- Bluetooth capable printers: The printer must be powered on and discoverable via Bluetooth.

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

**3** Once the printer has been discovered, touch its name on your device, and adjust the settings on the preview screen. Then touch **PRINT** to print.
If you are connecting a Bluetooth printer to your device for the first time, find the printer on your device, 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 **Help** on the HONOR Share sharing screen, select **Printers**, then touch **What printers are supported?**.

# Home Screen & Wallpaper

## Set Your Wallpaper

**Use a Preset Wallpaper**

**1** Go to **Settings** > **Home screen & style**, tap **Select wallpaper**.

**2** Select an image you want to set as the wallpaper.

**3** Set the following according to your preferences:

- **Power Saving mode**: applies a blurry effect, which can be adjusted by dragging the slider.

**4** Tap the page Apply button to apply the lock screen and desktop wallpaper set.

**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 to complete the setting.

## Manage the Home Screen Layout

You can customise the home screen layout to suit your device usage habits.

**Rearrange Icons on the Home Screen**

Touch and hold an icon until it enlarges, then drag it to the desired position on the home screen.

**Keep Home Screen Icons Aligned**

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

**Select the Home Screen Layout Pattern**

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

## Magic Wallpaper

Personalised and adaptable lock screen wallpaper, allowing free display of various elements. You can customise lock screen wallpaper, such as adding depth effect. The moment the screen is on brings you a huge visual impact. You can create your own wonderful lock screen.

ⓘ Some products do not support depth effect. Please refer to the actual situation.

**Go to screen lock settings**

You can go to **Lock screen** settings page by any of the operations below.

· Pinch with two fingers on screen lock interface, (after unlocking device), go to the settings page of **Lock screen**.

· Pinch on the home screen with two fingers to enter the edit screen, tap **Wallpaper**, and then slide left or right to switch to settings page of **Lock screen**.

· Go to **Settings** > **Home screen & style**, tap **Lock screen style** or **Select wallpaper**, and then slide left or right to switch to settings page of **Lock screen**.

**Change lock screen wallpaper**

On the **Lock screen** settings screen, tap **Lock screen style**, you can:

- Select preset wallpapers.
- Select images in **Gallery** as wallpaper.
- Tap **More** to enter **Themes** app, you can view more free or paid wallpapers.

 ⓘ Lock screen wallpapers may vary with device models and versions. Please refer to the actual situation.

**Set personalised wallpaper**

On the **Lock screen** settings screen, tap **Decoration**, you can:

- Swap the wallpaper **Pattern**.
- Swap the wallpaper **Template colour**.
- Select your favourite image to replace the main body of the current lock screen wallpaper.

You can also tap the clock on lock screen preview interface, or customise text styles, such as font and colour.

 ⓘ Not all lock screen wallpapers support **Decoration**. Please refer to the actual situation.

# Use Magazine Unlock

Magazine unlock will change the image displayed on the lock screen every time the screen is turned on. You can quick access tools in the shortcut panel, display a signature, and read your step count on the lock screen.

**Enable Magazine Unlock**

Go to **Settings** > **Home screen & style** > **Magazine Unlock**, and enable **Magazine Unlock**.

When your phone is connected to a Wi-Fi network, it will automatically download magazine unlock images.

**Subscribe to Magazine Unlock Images**

Go to **Settings** > **Home screen & style** > **Magazine Unlock**, then select or deselect **Magazine Unlock** image types according to your preferences.

**Set a Local Image as a Magazine Unlock Image**

Go to **Settings** > **Home screen & style** > **Magazine Unlock** > **Added from Gallery**, touch

＋ , select a local image, then touch **Add**.

**Pin or Remove a Magazine Unlock Image**

Turn on the screen, and swipe up from the bottom of the lock screen to access the magazine unlock management screen.

Touch ⋮ at the top of the screen. You can then:

- Touch **Pin**, and the magazine unlock image will not change each time you turn on the screen. To unpin the image, go to ⋮ > **Unpin**.
- Touch **Remove**, and the current magazine unlock image will be removed from the library and will no longer appear on the lock screen.
- Touch **Like**, and the current wallpaper will not be cleared after new lock screen images have been downloaded. The image will also be saved to **Gallery**.

  To unfavourite the image, go to ⋮ > **Unfavourite**, and the image will be cleared after new lock screen images have been downloaded.
- Touch **Share**, and choose your preferred way to share the image.

ⓘ Preset magazine unlock images cannot be added to favourites or shared.

  If Face unlock is enabled, do not look directly at your phone when turning on the screen. Ensure that your phone is still locked before swiping up to access the magazine unlock management screen.

  If you unfavourite an image, it will not be removed from **Gallery**.

**Disable Magazine Unlock**

Go to **Settings** > **Home screen & style** > **Magazine Unlock**, and disable **Magazine Unlock**.

Your phone will no longer automatically switch magazine unlock images. Images saved to favourites and local images added to the Magazine unlock library will not be cleared.

## Use App Drawer to Store Apps

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 & style** > **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.

**Create Shortcuts on the Home Screen**

In the Drawer mode, swipe up on the home screen to display the drawer, touch and hold an app until it enlarges, 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 device 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 Drawer Style**

To switch back to the standard home screen, go to **Settings** > **Home screen & style** > **Home screen style** and select **Standard**.

# Display and Brightness

## Adjust font

### Adjust font style

ⓘ · This feature requires an Internet connection. Connect to a Wi-Fi network to avoid incurring unnecessary data charges.

· Some Fonts need to be purchased.

**1** Go to **Settings** > **Display & brightness** > **Fonts**.

**2** Download or purchase a font that you like.

### Adjust font size and boldness

Go to **Settings** > **Display & brightness** > **Font settings** and you can adjust the following by dragging the controller:

· **Text size**：Text size on the screen.

· **Text and icon boldness**：The boldness of text and icons on the screen.

### Adjust display size

Go to **Settings** > **Display & brightness** > **Display size**, and you can adjust the size of pictures or other elements on the screen by dragging the controller.

## Adjust the Color Mode

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

· **Normal**: natural colour tones

· **Vivid**: vivid color tones

### Adjust the Colour Temperature

Go to **Settings** > **Display & brightness** > **Colour mode & temperature**, and select the colour 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 colour circle or drag the spot to adjust the colour temperature.

## Dark mode

Soften screen brightness to bring you an immersive visual experience, and can turn on and off automatically with sunset and sunrise, saving power and trouble.

**Enable Dark Mode**

Enable the Dark mode for the screen background to protect your eyes by reducing the brightness and irritation.

You can enable or disable Dark mode using any of the following methods:

- Swipe down from the top right of the screen to open Control Center, and turn on or off **Dark mode**. Touch and hold it to enter the **Dark mode** settings page.
- Go to **Settings** > **Display & brightness**, tap **Dark** to enter **Dark mode**, and tap **Light** to quit **Dark mode**.

**Turn On and Off Dark Mode Automatically**

Go to **Settings** > **Display & brightness**, turn on **Auto-switch**, and tap **Schedule**. If **From sunset to sunrise** is selected, the system will determine the time of night based on your geographic location and clock. You can also tap **Custom time** to set the automatic switching time of the Dark mode according to your use habit.

**More Settings of the Dark Mode**

Go to **Settings** > **Display & brightness**, make sure **Dark** is toggled on, tap **Dark mode settings**, and you can choose whether to enable functions like **Darken the wallpaper in Dark mode**.

When **Darken the wallpaper in Dark mode** is enabled, the wallpaper's brightness will change with the environment.

## Apply E-book mode

After E-book mode is enabled, your phone screen will become black and white to reduce your eye fatigue.

You can enable or disable the mode using any of the following methods:

- Swipe down from the top right of the screen to open the Control Centre. Turn on or off

  **eBook mode** (If there is no **eBook mode** quick switch showed on the panel, tap  > **Edit shortcut switch**, and you can find **eBook mode** switch on the panel below).
- Go to **Settings** > **Display & brightness** and toggle on or off **eBook mode**.

ⓘ  • If you enable **eBook mode** and **Eye Comfort** at the same time, only **eBook mode** works.

• If you enable **eBook mode** and **Dark mode** at the same time, the screen background will become dark and the text will become white.

## Adjust Screen Refresh Rate

Go to **Settings** > **Display & brightness** > **Screen refresh rate**, and select the refresh rate based on your needs:

- **Dynamic**: Achieves power saving and improves smoothness of the screen.
- **Standard**: Helps save power.
- **High**: Improves smoothness of the screen but increases power consumption.

# Sounds

## Adjust Sound Settings

### Press a Volume Button to Adjust the Volume

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

### Switch Sound Mode Via Control Center

**1**  Swipe down from the top right of the screen to open Control Center.

**2**  Tap 🔔**Sound**, 🔕**Silent**, or 📳**Vibration** to switch between different sound modes.

In the Sound mode, the phone plays all sounds.

In the Silent mode, the phone mutes ringtones of calls, messages, notifications, and some third-party app reminders. Alarms, calls, music, videos, and games are not affected.

In the Vibration mode, the phone is muted but will vibrate instead, which can prevent you from missing important calls or messages.

You can also go to **Settings** > **Sounds & vibration** to switch between **Sound**, **Vibration**, and **Silent** modes.

### Set the Default Volume

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

- **Notifications**
- **Alarms**
- **Music, Videos, Games**
- **Calls**

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

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

**Change Ringtone and Vibration**

You can change the ringtone for messages, notifications, and calls, and customize vibration.

**1** Go to **Settings** > **Sounds & vibration**, and tap **Phone ringtone** or**Notification tone**.

**2** You can perform any of the following operations:

* Set a ringtone.

 Select a preset ringtone, or tap **Music on device** to select a local sound as the messaging tone.

 For a dual-SIM phone, you can select SIM 1 and SIM 2 to set their ringtones separately.

* Set the vibration

 Tap **Vibration** and select the vibration that you like.

**System Haptics**

The system uses haptics to provide feedback when certain operations are completed, such as when you touch and hold text, a contact, or some other elements on the screen.

Go to **Settings** > **Sounds & vibration** > **More settings** and enable or disable **System haptics** according to your preferences.

**Set up More settings**

Go to **Settings** > **Sounds & vibration** > **More settings** and explore more ways to alert. Such as **Screen lock**, **Screenshot**.

ⓘ This feature may vary by device.

## Set Do Not Disturb Mode

**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**

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

* Swipe down from the top right of the screen to open Control Center, and turn on or off **Do Not Disturb**. Touch and hold it to enter the **Do Not Disturb** settings page.
* Go to **Settings** > **Sounds & vibration** > **Do Not Disturb** and turn on or off **Do Not Disturb**.

When Do Not Disturb is enabled, a moon icon 🌙 appears on the status bar. Open Notification Center by swiping down from the top middle or left of the screen to view Do Not Disturb notifications. Swipe the notification to the left and tap ⚙️ to set a reminder.

When there are incoming calls, notifications, and messages, the phone will not turn on the screen or display banner notifications and will be muted.

**Set a Schedule for Do Not Disturb**

**1** Go to **Settings** > **Sounds & vibration** > **Do Not Disturb**, and disable **Do Not Disturb**.

**2** Enable **Scheduled**. Your device will enter Do not disturb mode at the specified time on Saturdays and Sundays by default.

**3** Touch **Scheduled** to set the time frame and repeat cycle.

**4** You can also touch **Add** to set multiple start times.

**Answer calls or messages in the Do Not Disturb mode**

You can allow calls or messages from certain people in the Do Not Disturb mode.

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

- Tap **Calls** or **Messages** and select a certain category of contacts. In the **Do Not Disturb** mode, the ringtone is played when a call or message is received from people in the category.

- Turn on **Repeated calls**. The ringtone is played for repeated calls from the same number within 15 minutes.

# Notifications

## App Badges

When new notifications arrive for an app, a numbered badge will appear on the app icon. 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 & status bar**, 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.

## Disable App Notifications

**Disable Notifications from a Specific App**

If you do not want to be disturbed by notifications from an app, perform either of the following:

- After you receive a notification from the app, swipe left on it in the notification panel, and go to ⚙ > **Disable notifications**.
- Go to **Settings** > **Notifications & status bar**, locate and touch the app for which you want to disable notifications, then disable **Allow notifications**.

ⓘ This feature is unavailable in some apps.

**Disable Notifications from Apps in Batches**

To disable notifications from multiple apps at a time, go to **Settings** > **Notifications & status bar** > **Manage all**, and turn off the switch next to each app.

**More App Notification Settings**

**Pure Mode of Status Bar**

Go to **Settings** > **Notifications & status bar** > **Status bar**, and enable **Pure mode**. When **Pure mode** is turned on, the status bar only shows the time, Wi-Fi, mobile signal, and battery level.

**Set Reminding Method for App Notifications**

Go to **Settings** > **Notifications & status bar**. Select an app to set the reminding method for the app notifications.

- Enable **Allow notifications**: You will be reminded when new notifications are available for the app.
- Once the app has generated notifications, you can also set up more reminding ways. For example, Once the **Calendar** has generated notifications, you can also set **Event alarm reminder**, **Event notification (remind later)**, or **Default event notification**.

ⓘ The reminding methods supported by each app may be different.

**Notifications Turn on Screen**

Go to **Settings** > **Notifications & status bar**, and enable **Wake screen for notifications**. Your device will then automatically turn on the lock screen when it receives a notification.

**Show Notification Icons in the Status Bar**

Go to **Settings** > **Notifications & status bar** > **Status bar**, and enable **Show notification icon**.

# Biometrics & Password

# Use fingerprint ID

You can use your fingerprint ID to unlock the screen, automatically enter account numbers and passwords, or access private information such as the App Lock.

### Enrol a Fingerprint

**1** Go to **Settings** > **Biometrics & password** > **Fingerprint ID** and follow the instructions to set or enter the lock screen password.

**2** Touch **New fingerprint** to begin enroling 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 enrol different parts of it.

**4** When the enrolment 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** and enter your lock screen password.

**2** In the **Fingerprint list** section, touch an enroled fingerprint to rename or delete it.

### Identify a Fingerprint

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

**1** Go to **Settings** > **Biometrics & password** > **Fingerprint ID** and enter your lock screen password.

**2** In the **Fingerprint list** section, touch **Identify fingerprint**.

**3** Touch the fingerprint sensor with your finger. The recognised fingerprint will be highlighted.

### Use Your Fingerprint to Access Your Safe

**1** Go to **Settings** > **Biometrics & password** > **Fingerprint ID** 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** > **Browse**, 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** 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.

# Face Recognition

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

**Enrol Facial Data**

**1** Go to **Settings** > **Biometrics & password** > **Face Recognition**, and enter your lock screen password.

**2** Select **Enable raise to wake**.

ⓘ The settings items vary by device. If your device does not provide a specific item, it indicates that the corresponding feature is not supported.

**3** Touch **Get started** and follow the onscreen instructions to enrol your facial data.

**Set an Alternate Look**

You can add an alternate look for more accurate and convenient face recognition.

On the **Face Recognition** screen, touch **Set an alternate look**, and follow the onscreen instructions to enrol the alternate facial data.

**Enable Face Unlock**

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

ⓘ If you have added multiple users to your phone, you can use Face Unlock only 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.

**Smart Lock Screen Notifications**

On lock screen, the details of banner notifications from WeChat, QQ and Weibo will be automatically hid and only be shown after your face is recognized. This helps avoid message leakage and protect privacy when others use the device or when you are surrounded by others.

**1** Go to **Settings** > **Biometrics & password** > **Face Recognition**, fill in the lock screen password to enter **Face Recognition**, and toggle on the **Show notifications**.

**2** Tap **Unlock device** and select unlock method of **Slide to unlock**.

ⓘ To delete facial data, toggle off **Show notifications**. After ensuring that the lock screen password has been enrolled, turn on **Show but hide contents** to hide the lock screen notification details.

**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**

**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**  Go to **Settings** > **Biometrics & password**, tap **Change lock screen password**.

**2**  Enter the current lock screen password.

**3**  Enter a new password, or tap **Change unlock method** to select and enter a new password.

**Turn off the lock screen password**

Go to **Settings** > **Biometrics & password** and tap **Disable lock screen password**.

# App

## Enable App Twin

App Twin enables you to log in to two WhatsApp or Facebook accounts simultaneously, allowing you to keep your work and private life separate.

ⓘ  **App Twin** is only supported by some apps.

Go to **Settings** > **Apps** > **App Twin**, and turn on the switch next to the app. The twin app will then be displayed on the home screen.

## View or Change App Settings

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

ⓘ  Some apps cannot be uninstalled.

# Battery

## 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 device.

### Enable Power Saving Mode

If **Power Saving mode** is enabled on your device and the battery level is higher than 10%, some functions will be disabled, background apps will be restricted, and visual effects will be weakened to reduce power consumption. When the battery level is lower than or equal to 10%, stricter power saving measures are taken to ensure the longest standby time. It is recommended that you enable **Power Saving mode** when the battery level is lower than or equal to 20%.

To do so, go to **Settings** > **Battery** (or **System Manager** > **Battery**), and enable **Power Saving mode** . A ⬛ icon will then be displayed in the status bar.

You can touch ⌄ > **Learn more** to view details about power saving measures.

### Enable Ultra Power Saving mode

After enabling **Ultra Power Saving mode**, the screen display would go into **Dark mode**. This would disable most features and apps that may consume power and limit the performance of the phone, with only basic features like Call and Messages retained to extend the standby time. You may also add frequently used apps for emergency operations.

Try out the following methods to enable **Ultra Power Saving mode**:

• Go to **Settings** > **Battery** (or go to **System Manager** > **Battery**), and enable **Ultra Power Saving mode**.

• When the remaining battery is lower than 10%, tap **TURN ON ULTRA POWER SAVING MODE** on the notification banner on the top of the screen.

In **Ultra Power Saving mode**, tap **Exit** on the upper right corner to exit **Ultra Power Saving mode**.

## Enable Performance Mode

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

When the battery has sufficient power, go to **Settings** > **Battery** (or **System Manager** > **Battery**) and enable **Performance mode**.

A ⟳ icon will then be displayed in the status bar.

ⓘ **Performance mode** is available on selected devices only. If the **Performance mode** option is not displayed in **Battery** , it indicates that your device does not support the feature.

## Enable Smart Charge

Smart Charge learns from your charging habits and manages the charging process intelligently. This feature reduces the battery wear level and prolongs the battery life by reducing the time your device spends fully charged. It is advised that you keep this feature enabled.

For example, if you are used to charging your devices overnight or for an extended period of time, Smart Charge will pause the charging when the battery capacity reaches a certain level. Before you get up in the morning, Smart Charge will resume charging until your device is fully charged. This reduces the time your device spends fully charged to slow down battery wear and prolong the battery life.

ⓘ Data about your charging habits will only be used on your device and will not be backed up or uploaded to the cloud.

To enable this feature, go to **Settings** > **Battery** > **More battery settings**, and enable **Smart Charge**.

### Enable Smart Battery Capacity

Smart Battery Capacity intelligently adjusts the maximum available battery capacity based on the current battery state to slow down battery wear and prolong the battery lifespan. It is advised that you keep this feature enabled.

To enable this feature, go to **Settings** > **Battery** > **More battery settings**, and enable **Smart Battery Capacity**.

## Customise 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 device screen is turned off.

### Display Battery Percentage on the Status Bar

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

### Stay Connected while Your Device is Sleeping

If you would like your device to continue to receive messages or download data while it is in sleep mode, set to keep your device 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 while asleep** as required.

# Storage

## Check Storage Usage

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

## Free up Phone Storage

The **Cleanup** of **System Manager** will scan the storage for redundant files and large files, such as application residues, redundant installation packages, and data generated by WeChat, and provide cleaning suggestions to help you free up space.

**1** Go to **System Manager** and tap **Cleanup**.

**2** When the scan is completed, tap **Clean up** or **Clean up** behind the item to be cleaned and follow the instructions to delete redundant files.

ⓘ Swipe down from the top of the screen and the phone will rescan the Storage.

### Clean Up Duplicate Files

**System Manager** can identify duplicate files on your device.

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

# Security

## Use the Password Vault to Automatically Fill in the Password

Password Vault saves your usernames and passwords and autofills them for you each time you log in to an app. This data is hardware encrypted and stored only on your device. HONOR does not have access to it, and will not upload it to the network or server.

ⓘ · Before using Password Vault, set a lock screen password for your device.

· Password Vault is only compatible with certain apps.

### Autofill Usernames and Passwords

**1** Go to **Settings** > **Security** > **Password Vault**, and enable **Automatically save and fill in usernames and passwords**.

**2** Enter usernames and passwords when logging into the app for the first time. When logging in,phone will automatically remind you of storing.

· If you want to store the username and password locally only, please tap **SAVE ON THE DEVICE ONLY** in the pop-up.

- If you want to sync your username and password to other devices that are logged into your HONOR ID, go to **Settings** > **Security** > **Password Vault**, tap **Sync Password Vault data**, or tap **SYNC TO OTHER DEVICES** in the pop-up to store password.

**3** When you log in again, pass the lock screen authentication to autofill the username and password.

Through **Device Clone**, the data in Password Vault can be transferred to HONORphone when changing a new device. You can quickly log in the new phone.

**Disable Password Vault**

Go to **Settings** > **Security & privacy** > **Device & data protection** > **Password and passkey** > **Password Vault**, and disable **Automatically save and fill in usernames and passwords**.

**Use App Lock to Protect Your Privacy**

You can lock apps containing private data, such as chat and payment apps, to prevent unauthorised access.

**Enable App Lock**

Go to **Settings** > **Security & privacy** > **Device & data protection** > **App Lock** > **Enable**, then follow the onscreen instructions to 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.

ⓘ This feature may vary by device.

**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 locked app list, toggle off the switches beside the apps for which you want to cancel the lock.

- Reset App Lock: Go to ⚙ > **Disable App Lock** > **DISABLE**. This will cancel all locks, and clear all app lock settings.

# 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 excessive permissions, posing potential risks to your information privacy and security. You can check the permissions granted to each app and deny those you deem unnecessary.

### Review Privacy Access Logs

You can check and manage privacy access logs as needed to remove unjustified permissions for better services.

On the **Permission manager** screen, select a permission to enable or disable it.

### Manage the Location Permission

After granting the Location permission to an app, it can obtain your location information at any time. For example, if a map app is granted the Location permission, it can provide you with location and navigation services. You can revoke the permission if you do not need these services.

**1** Go to **Settings** > **Apps** > **Permission manager**.

**2** On the **Permission manager** screen, touch **Location**, touch the icon of the corresponding app, then select one of the access permission options.

## Enable or Disable Location Services

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

- Swipe down from the top right of the screen to open the Control Center, and enable or disable ⊙ .

- Alternatively, go to **Settings** > **Location**, and enable or disable **Use 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.

### 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** > **Apps** > **Permission manager**, touch **Location**, and check which apps have been granted access to location information.

**2** Touch the app for which you want to change settings and follow the onscreen instructions to grant or deny permissions.

# Accessibility

## Use a Screen Reader App

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

## Enable Colour Correction to Customise the Screen Colour

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

Go to **Settings** > **Accessibility features** > **Accessibility** > **Colour correction** and enable **Colour correction**.

## Magnification Gestures

You can zoom in on the screen using magnification gestures.

Go to **Settings** > **Accessibility features** > **Accessibility** > **Magnification**, turn on the switch for **Magnification**.

Quickly tap the screen 2 times with 1 finger, then:

- Pinch 2 or more fingers together or apart to zoom the screen.

- Drag 2 or more fingers to scroll the screen.

## Enable Colour Inversion

Colour inversion is used to change colours of the text and background on the screen. When this feature is enabled, your phone will show white text on a black background.

Go to **Settings** > **Accessibility features** > **Accessibility**, turn on the switch for **Colour inversion**.

## Enable High Contrast Text

This feature can deepen the font colour and improve the contrast between text and background to assist visually impaired users.

Go to **Settings** > **Accessibility features** > **Accessibility**, and enable **High contrast text**.

## Enable Accessibility Features by Shortcut

You can enable an accessibility feature of your choice by the Volume key shortcut.

**1** Go to **Settings** > **Accessibility features** > **Accessibility** > **Accessibility shortcut**.

**2** Tap **Select feature**, choose the feature to be enabled by shortcut.

**3** Enable **Accessibility shortcut**. Touch and hold the volume up and down keys at the same time for 3 seconds to enable the accessibility feature.

## Adjust Touch Response Time

This feature allows you to adjust the screen response time when you touch and long press on the screen.

Go to **Settings** > **Accessibility features** > **Accessibility** > **Touch settings**, and adjust **Tap duration** and **Long press duration** as needed.

## Double-Tap on the Volume Down Button to Enable Quick Launch

In the dialog box displayed after you go to **Settings** > **Accessibility features** > **Shortcuts & gestures** > **Quick Launch**, tap **Turn on/off torch**.

### Triggering Common Functions Through Three-Finger Swipe Down

You can customise the features triggered by Three-finger swipe down.

Go to **Settings** > **Accessibility features** > **Shortcuts & gestures**, tap **Screenshot/Global Favourites** and then **Three-finger swipe down**. Then, select the features to be triggered through Three-finger swipe down or turn off **Three-finger swipe down**.

### Quick Start to Record Screen

Knock twice on the screen with a knuckle to rapidly start recording the screen.

Go to **Settings** > **Accessibility features** > **Shortcuts & gestures**, and tap **Record screen** to turn on **Record screen**.

### Quick Wake-Up

Raise your device or double tap on the screen to quickly wake your device.

Go to **Settings** > **Accessibility features** > **Shortcuts & gestures** and tap **Wake screen** to turn on **Raise to wake** and **Double-tap to wake**.

## Set Scheduled Power On/Off

Use the **Scheduled power on/off** feature to power your device 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 device will power on and off automatically at the specified times.

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

# Favourites Space

With Favourites Space, you can quickly collect images, web pages, videos, documents, and other materials in one place to easily review and organise them.

### Drag Favourited Content

• Go to **Settings** > **Accessibility features** > **Favorites Space**, and ensure that all the functions are enabled.

1　Drag content into Favourites: Press and hold images, videos, text, or documents until they float, then drag them to the screen edge **Favorites Space** and release them, and then the content will be saved into **Favorites Space**.

2　Drag content out of Favourites: Tap from the edge of the screen to expand **Favorites Space**. Press and hold the favourites to drag them out to other apps.

ⓘ　Whether you can drag collected content to other apps depends on the type of content and the apps themselves. Please check the actual compatibility.

**Manage Favourites Space**

Tap to expand **Favorites Space** from the edge of the screen, you can search, filter, share and export the collected contents.

· Tap to expand **Favorites Space** from the edge of the screen, tap the upper right corner ⋮ > **Enter full screen**, tap 🔍 and enter keywords to search for collected contents, and then tap ▽ to filter contents by type.

· In **Favorites Space**, tap the upper right corner ⋮ > **Select**, you can choose one or more collected contents, which can be shared, exported, moved and deleted.

· Tap the upper right corner ⋮ > **Clipboard**, you can view and search only copied and cut text in Favourites.

· Tap the upper right corner ⋮ > **Add to home screen** to create a home screen shortcut.

# System & Updates

## Change system language and region

1　Go to **Settings** > **System & updates** > **Language & input** > **Language and region** and select a language.

2　If the language you want to use is not in the list, tap **Add language**, search and add it to the language list, and then select the language.

　　ⓘ · The system support many languages, but not all. You might not find the language you want.

　　· You can also swipe up the screen to the bottom of the language list and tap **Update list** there to update the languages supported by the system.

3　Tap **Region** to select your country/region. The system interface will be adjusted according to the cultural habits of your chosen country or region.

## Set the System Date and Time

Your device 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 device.

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 device 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 device 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 device will display time in the 24-hour format.

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

## Use Device Clone to Move Data to Your New Device

**Device 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.

**Migrate Data from an Android Device**

**1** On your new phone, open the **Device Clone** app. Alternatively, go to **Settings** > **System & updates** > **Device Clone**, touch **This is the new device**, then select old device type.

**2** Follow the onscreen instructions to download and install **Device Clone** on your old device.

**3** On your old device, open the **Device Clone** app and touch **This is the old device**. 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.

ⓘ **Device Clone** is only available on phones running Android 7.0 or later.

## Back Up with an External Storage Device

**Back up data to USB storage devices**

When the phone is low on storage space, you should regularly back up large files or important data to a USB storage device (e.g., USB flash drive, card reader).

**1** Connect the phone to the USB storage device with a USB OTG cable.

**2** Go to phone **Settings** > **System & updates** > **Backup & restore** > **External storage** and select **USB storage** on the **External storage** screen.

**3** Tap **BACK UP**, check the data you want to back up, and tap **Back up**.

**4** When backing up for the first time, follow the on-screen instructions to set the password and password hint. The data will be encrypted when backing up. Please remember the backup password: After the backup password is set, you do not need to enter the password for later backups, but you need to enter it for verification to recover files.

> ⓘ The reset password is valid only for subsequent backups, not for previous backups.

**Recover backup data from USB storage devices**

**1** Connect the phone to the USB storage device with a USB OTG cable.

**2** Go to phone **Settings** > **System & updates** > **Backup & restore** > **Data backup** > **External storage** and select **USB storage** on the **External storage** screen.

**3** Select the appropriate backup record entry in the **RESTORE FROM BACKUP** list and open it.

**4** Select the data you need to recover, tap **Restore**, follow the prompts to enter the password, and then recover the data.

# Restore Your Phone to Default Settings or Factory Settings

**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 device or delete any data.

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

**Restore All Settings**

This operation will reset all network settings, your lock screen password, and the home screen layout. If your device supports fingerprint or facial recognition, the enroled fingerprints and facial data will be deleted as well. Other data or files will not be deleted from your device. This operation does not restore the settings of Find Device, Users & accounts, Device administrators, or app settings either.

Go to **Settings** > **System & updates** > **Reset**, touch **Reset all settings**, and follow the onscreen instructions to complete the operation.

**Restore Factory Settings**

This operation will erase data on your device, including your accounts, app data and system settings, installed apps, music, images, all files in the internal storage, security chip contents, and locally-stored system, app, and personal data related to HONOR IDs. Make sure to back up your data before restoring your device to its factory settings.

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

## Enable or Exit Simple Mode

Simple mode adopts a more concise layout for easy navigation, enlarges icons and fonts for the home screen, and maximises 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 Your Device System Online

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

ⓘ · Before updating, make sure your device is running an official system version. Otherwise, the update may fail and your device 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 device, remove the memory card, or insert a memory card.

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

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

  · Download and install the update package: Go to **New version** > **DOWNLOAD AND INSTALL**. To avoid data usage, connect your device to a Wi-Fi network when downloading the update package.
  Your device will automatically restart once the update is complete.

  · Update overnight: Touch ⋮ , and enable **Auto-download over Wi-Fi** and **Update overnight**.
  Your device will automatically update and restart between 02:00 – 04:00.
  To ensure a successful overnight update, make sure that your device 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 device to a charger if necessary.

To disable automatic updates, touch ⋮ on the **Device settings** screen, then disable **Auto-download over Wi-Fi**.

# About Phone

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Model: ALT-NX1

MagicOS8.0_01