

11.2 Calendar

Use **Calendar** to create and manage events, meetings, and appointments. Depending on your synchronization settings, the calendar on your phone can be synchronized with the internet-based calendar you use.

11.2.1 Opening Calendar

On the Home screen, touch  > **Calendar** to open the application.

 When you add a Google Account that includes a calendar service to your phone, you can access Google calendar: Touch , and then touch **More > Calendars**.

11.2.2 Creating an Event

1. In any calendar view, touch , and then touch **New event** to open the **Event details** screen.

 If you have more than one calendar, select the calendar where you want to save the event.

2. Enter the event name.

- If there is a time frame for the event, touch **From** and **To** to set the beginning and end times of the event.
- If the event is a special occasion such as a birthday or a day-long activity, set the date for **From** and **To**, and then select the **All day** check box.

3. Enter the location of the event and a description.

4. Specify in **Repetition** whether the event recurs and, if it does, how frequently, and then set the time for your event reminder in **Reminders**.

5. Touch **Done**.

 To quickly create an event in the day, week, or month view, touch and hold an empty time slot, and then touch **New event**. A new event details screen will appear with the selected time slot and date in the **From** and **To** fields.

11.2.3 Setting an Event Reminder

1. In any calendar view, touch an event to view its details or an event summary.

2. Touch the **Add reminder** button to add a reminder, or touch the reminder's "-" button to delete an existing reminder.
3. Touch the reminder time, and then, from the list displayed, touch the length of time before the event when you want to be reminded. When the time comes, you will receive a notification about the event.

11.2.4 Setting Synchronization and Display

The Calendars screen displays all the calendars you have added or subscribed to for each account that is configured to synchronize events to your phone, organized by account. (Calendars for accounts you have configured not to synchronize Calendar events are not included in the list.)

1. In any calendar view, touch . Then touch **More > Calendars**.
2. Touch the icon next to a calendar to change whether it is synchronized and whether it is displayed.

You remain subscribed to Calendars that you configure not to store on the phone and can still work with them with Google Calendar on the web, or using other calendar services.

3. Touch **OK**.

11.2.5 Customizing Calendar Settings

In any calendar view, touch . Then touch **More > Settings** and choose from the following:

- **Hide declined events:** Select to hide events for which you have declined invitations.
- **Set alerts & notifications:** Touch to set event reminders to alert you, to send you a notification, or to turn off event notifications on your mobile phone.
- **Select ringtone:** Touch to select the ringtone to sound when you receive an event reminder.
- **Vibrate:** Select to vibrate the mobile phone when you receive an event notification.
- **Default reminder time:** Touch to select the default time before an event for event reminders to occur.

11.3 File Manager

File Manager is like having a pocket-sized personal assistant (PA), letting you organize, edit, and delete files and folders.

11.3.1 Opening File Manager

On the Home screen, touch  > **File Manager** to open the application.

11.3.2 Creating a Folder

1. On the **File Manager** screen, access the directory in which you want to create a new folder.
2. Touch  to open the options panel, and then touch **New folder**.
3. Enter the name of the new folder in the text box.
4. Touch **Save**.

11.3.3 Moving or Copying a File

1. On the **File Manager** screen, touch  to show the options panel, and then touch **Multiselect**.
2. Touch the file or folder you want to move or copy. When a file or a folder is selected, a check mark will appear.
To select or unselect all files, touch **Select all** or **Unselect all**.
3. Touch **Cut** or **Copy**.
4. Select the path where you want the file to be copied or moved. Touch  to open the options panel, and then touch **Paste** to move or copy the file to the selected path.

11.3.4 Searching for a File

1. On the **File Manager** screen, touch a folder to access the directory where the file you want is located.
2. Touch  to open the options panel, and then touch **Search**.
3. Write a key word of the name of your file in the search box.
4. Touch  next to the search box. Your mobile phone will start the search.

5. A list of search results will be displayed. Touch a file in the list to open it.
6. Touch **New search** for a new search or touch the back key to return to the file manager screen.

11.3.5 Compressing or Extracting Files

Your phone supports compressing and extracting files.

- 🔍 You can only compress files and folders into .zip files, but can extract both .zip and .rar files.

Compressing Files

1. On the **File Manager** screen, touch , and then touch **Multiselect**.
2. Select the files or folders you want to compress. When a file is selected, a check mark will appear.

To select or unselect all files, touch **Select all** or **Unselect all**.

3. Touch **Compress**.
4. Edit the save path and the name of the target file, and then touch **OK** to start compressing the files and folders.

Extracting a File

1. Touch and hold a compressed file.
2. Touch **Extract**.
3. Edit the save path for the extracted files.
4. Touch **OK** to start extracting.

11.3.6 Viewing Your Memory Status

On the **File Manager** screen, touch  to open the options panel, and then touch **Memory Status**. The memory management screen will be displayed. This screen allows you to view the memory status and available memory on your mobile phone and microSD card.

11.4 Clock

In addition to displaying the date and time, the **Clock** application displays information about the weather and your phone. You can also use **Clock** to turn your mobile phone into an alarm clock.

11.4.1 Opening the Clock

On the Home screen, touch  > **Clock** to open the application.

Clock opens with the date and time displayed on your Home screen wallpaper, along with your local weather and other useful information.

11.4.2 Opening the Alarms

On the **Clock** screen, touch  to open the **Alarms**.

Adding an Alarm

1. On the alarm list screen, touch **Add alarm**.
2. Set the alarm, and then touch **Done**.

Setting an Alarm

1. On the alarm list screen, touch one of the alarms on the screen.
2. Touch **Time** to set the time of the alarm.
3. Touch **Repeat** to set the days when you want the alarm to sound.
4. Touch **Ringtone** to select a ringtone for the alarm.
5. Select the **Vibrate** check box to enable the phone to vibrate, in addition to playing the ringtone.
6. Touch **Label** to enter a name for the alarm.
7. Touch **Done**.

 The alarm clock still works when the phone is powered off.

Customizing Alarm Settings

On the alarm list screen, touch  , and then touch **Settings**.

11.5 Calculator

Use **Calculator** to solve simple arithmetic problems or use its advanced operators to solve more complex equations.

11.5.1 Opening Calculator

On the Home screen, touch  > **Calculator** to open the application.

11.5.2 Switching Between Basic and Advanced panel

On the **Calculator** screen, flick the screen to the right or left to switch between **Advanced panel** and **Basic panel**.

11.6 Notepad

Notepad features a simple text processor. In the note list, you can add, edit, and delete notes.

1. On the Home screen, touch  > **Tools** > **Notepad**  > **Notepad** to open the application.
2. Touch  , and then touch **Add note** to create a note.
3. Touch  > **OK** to save the note.

12 Managing Your Mobile Phone

To configure your mobile phone, touch  > **Settings**.

12.1 Setting the Date and Time

❗ When your mobile phone is using the date and time settings provided automatically by the network, you cannot manually set the date, time, and time zone.

1. On the **Settings** screen, touch **Date & time**.
2. Clear the **Automatic** check box.

3. Touch **Set date**. On the set date screen, touch **+** or **—** to adjust the date, month, and year, and then touch **Set** when the configuration is complete.
4. Touch **Select time zone**, and then select the desired time zone from the list. Scroll the list to view more time zones.
5. Touch **Set time**. On the set time screen, touch **+** or **—** to adjust the hour and minute. Touch **Set** when the configuration is complete.
6. Select or clear the **Use 24-hour format** check box to switch between 24-hour and 12-hour formats.
7. Touch **Select date format** to select how you want the date to display on your mobile phone.

12.2 Setting the Display

12.2.1 Adjusting the Screen Brightness

1. On the **Settings** screen, touch **Display > Brightness**.
 If you want to adjust the screen brightness manually, first clear the **Automatic brightness** checkbox.
2. Drag the slider left to make the screen darker, or right to make it brighter.
3. Touch **OK** to save the adjustment.

12.2.2 Adjusting the Time Before the Screen Turns Off

If your mobile phone is idle for several minutes, it will turn off the screen to save battery power. To set a longer or shorter idle time:

1. On the **Settings** screen, touch **Display > Screen timeout**.
2. Select the duration you want the screen to be illuminated.

12.3 Setting Ringers

12.3.1 Turning On Silent Mode

1. On the **Settings** screen, touch **Sound**.
2. Select the **Silent mode** check box to silence all sounds except alarms, and music and video media.

12.3.2 Adjusting the Volume

You can adjust the volume while on the Home screen or on most of the application screens (such as the screen displayed during a call or when playing music or videos). Press the Volume keys to adjust volume to the level you desire. You can also adjust the volume from the settings screen.

1. On the **Settings** screen, touch **Sound > Volume**.
2. Drag the slider left to make the volume lower, or right to make it higher.
3. Touch **OK** to save the adjustment.

12.3.3 Changing the Phone Ringtone

1. On the **Settings** screen, touch **Sound > Phone ringtone**.
2. In the displayed list, select an option:
 - **Ringtone**: Select a preinstalled ringtone. The ringtone plays when selected.
 - **Music**: Select the music stored in the phone or on the microSD card. The music plays when selected.
3. Touch **OK**.

12.3.4 Changing the Message Ringtone

1. On the Home screen, touch  > **Messaging**.
2. In the message list, touch  > **Settings > Select ringtone**.
3. In the displayed list, select an option:
 - **Ringtone**: Select a preinstalled ringtone. The ringtone plays when selected.
 - **Music**: Select the music stored in the phone or on the microSD card. The music plays when selected.
4. Touch **OK**.

12.4 Setting Phone Services

12.4.1 Customizing Call Settings

Mobile phone service providers offer different services such as call forwarding, call waiting, fixed dialing numbers, and voicemail. You can customize many of these services if they are part of your calling plan.

On the **Settings** screen, touch **Call settings** to customize your call functions.

12.4.2 Turning on Data Roaming

1. On the **Settings** screen, touch **Wireless & networks > Mobile networks**.
2. Select the **Data roaming** check box.

ⓘ Accessing data services while roaming may incur additional charges. Ask your wireless service provider about data roaming fees.

12.4.3 Switching off the Data Service

1. On the **Settings** screen, touch **Wireless & networks > Mobile networks**.
2. Clear the **Data enabled** check box.

12.5 Configuring Text-to-Speech

Use the Text-to-Speech settings to configure the Android text-to-speech synthesizer, for applications that can take advantage of this feature.

12.5.1 Installing Voice Data

1. On the **Settings** screen, touch **Voice input & output > Text-to-speech settings > Install voice data**.
2. If your mobile phone does not have speech synthesizer data installed, connect to Android Play Store and let it guide you through the process of downloading and installing the data.
3. Follow the instructions to install the voice data.

12.5.2 Adjusting the Speech Rate

1. On the **Settings** screen, touch **Voice input & output > Text-to-speech settings > Speech rate**.
2. Select a speed at which the text is to be spoken.

12.6 Protecting Your Mobile Phone

12.6.1 Turning on Your SIM Card PIN

1. On the **Settings** screen, touch **Location & security** > **Set up SIM card lock**.
2. Select the **Lock SIM card** check box.
3. Use the keyboard to enter the PIN, and then touch **OK**.
4. To change the PIN at any time, touch **Change SIM PIN**.

❗ You can dial emergency numbers any time from your mobile phone.

12.6.2 Protecting Your Mobile Phone with a Screen Lock

To keep your data more secure, lock the screen and/or require a screen unlock pattern every time your mobile phone is turned on or wakes up from sleep mode.

1. On the **Settings** screen, touch **Location & security** > **Set up screen lock** > **Pattern**.
2. Flick your finger vertically, horizontally or diagonally, connect at least four dots in any order you choose. Lift your finger from the screen when you are finished.

You must drag your finger between the dots on the screen to create the pattern, not simply touch individual dots.

3. Your mobile phone will record the pattern. Touch **Continue**.
4. When prompted, draw the screen unlock pattern again, and then touch **Confirm**.
To change your unlock screen pattern, touch **Location & security** > **Change screen lock**.

12.6.3 Protecting Your Mobile Phone with a Numeric PIN

You can set up a numeric PIN to lock your phone.

1. On the **Settings** screen, touch **Location & security** > **Set up screen lock** > **PIN**.
2. Enter at least four characters.
3. Touch **Continue**.
4. Enter the same characters again and touch **OK**.

To change your PIN, touch **Location & security** > **Change screen lock**.

12.6.4 Unlocking Your Mobile Phone If You Forget the Screen Lock Pattern

If you have already created a Google account, you can unlock your mobile phone using the following methods.

- After you have entered the wrong sequence five times, a **Forgot pattern?** button will appear. Touch this button to enter the Google account interface. After you have entered your Google account password, you will be able to reset the unlock pattern.
- After you have entered the wrong pattern twenty times, you will be taken directly to the Google account interface. After you have entered your Google account password, you will be able to reset the unlock pattern.

12.7 Managing Applications

12.7.1 Viewing an Installed Application

1. On the **Settings** screen, touch **Applications > Manage applications**.
2. In the applications list, do either of the following:
 - Touch , and then touch **Sort by size**. Then touch an application to view its details.
 - Touch an application directly to view its details.

12.7.2 Uninstalling an Application

 You cannot uninstall the applications that are pre-installed on the system.

1. On the **Settings** screen, touch **Applications > Manage applications**.
2. Touch an application, and then touch **Uninstall**.

12.7.3 Moving an Application to the microSD Card

Some applications are designed to be stored on your phone's USB storage or microSD card (depending on the model of your phone), rather than in its internal storage. Others are designed so you can change where they are stored. You may find it helpful to move large applications off your internal storage, to make more room for other applications that do not offer the option.

1. On the **Settings** screen, touch **Applications > Manage applications**.

2. Touch an application in the list. Then touch **Move to SD card** to move the bulk of the application from the phone's internal storage.

The **Storage** section of the application's details screen shows details about the memory used by the application. If the application can be moved, the **Move to SD card** button is active.

Touch **Move to phone** to move the application back to the phone's internal storage.

12.7.4 Ways to Free Up Your Mobile Phone Memory

- Move files and email attachments to the microSD card.
- In **Browser**, clear all temporary Internet files and Browser history information.
- Move applications to the microSD card.
- Uninstall any downloaded programs that you no longer use.
- Reset your mobile phone.

12.8 Resetting Your Mobile Phone

12.8.1 Backing Up My Data

You can use your Google account to back up your mobile phone's settings to Google servers. If you replace your mobile phone, the settings you have backed up will be transferred to the new mobile phone the first time you sign in to your Google account.

1. On the **Settings** screen, touch **Privacy**.
2. Select the **Back up my data** check box.

12.8.2 Restoring Factory Data

If you reset your phone to its factory settings, all of your personal data stored on the phone, including information about your Google account, any other accounts that you have configured, your system and application settings, and any applications you have installed will be erased. Resetting the phone does not erase any system updates you have downloaded. Using the check box provided, you can also select to erase all the data stored on the phone's internal SD card, which includes files that you have downloaded or copied there, such as music or photos.

1. On the **Settings** screen, touch **Privacy > Factory data reset**.

2. When prompted, touch **Reset phone**, and then touch **Erase everything**. The mobile phone resets the settings to the original factory settings, and then restarts.

13 Appendix

13.1 Warnings and Precautions

This section contains important information pertaining to the operating instructions of your device. It also contains information about how to use the device safely. Read this information carefully before using your device.

Electronic Device

Power off your device if using the device is prohibited. Do not use the device when using the device causes danger or interference with electronic devices.

Medical Device

- Follow rules and regulations set forth by hospitals and health care facilities. Do not use your device when using the device is prohibited.
- Pacemaker manufacturers recommend that a minimum distance of 15 cm be maintained between a device and a pacemaker to prevent potential interference with the pacemaker. If you are using a pacemaker, use the device on the opposite side of the pacemaker and do not carry the device in your front pocket.

Potentially Explosive Atmosphere

Power off your device in any area with a potentially explosive atmosphere, and comply with all signs and instructions. Areas that may have potentially explosive atmospheres include the areas where you would normally be advised to turn off your vehicle engine. Triggering of sparks in such areas could cause an explosion or a fire, resulting in bodily injuries or even deaths. Do not power on your device at refueling points such as service stations. Comply with restrictions on the use of radio equipment in fuel depots, storage, and distribution areas, and chemical plants. In addition, adhere to restrictions in areas where blasting operations are in progress. Before using the device, watch out for areas that have potentially explosive atmospheres that are often, but not always, clearly marked. Such locations include areas below the deck on boats, chemical transfer or storage facilities, and areas where the air contains chemicals or particles such as grain, dust, or metal powders. Ask the manufacturers of vehicles using liquefied petroleum gas (such as propane or butane) whether this device can be safely used in their vicinity.

Traffic Security

Observe local laws and regulations while using the device. In addition, if using the device while driving a vehicle, comply with the following guidelines:

- Concentrate on driving. Your first responsibility is to drive safely.
- Do not talk on the device while driving. Use hands-free accessories.
- When you have to make or answer a call, park the vehicle at the road side before using your device.
- RF signals may affect electronic systems of motor vehicles. For more information, consult the vehicle manufacturer.
- In a motor vehicle, do not place the device over the air bag or in the air bag deployment area. Otherwise, the device may hurt you owing to the strong force when the air bag inflates.
- Do not use your device while flying in an aircraft. Power off your device before boarding an aircraft. Using wireless devices in an aircraft may cause danger to the operation of the aircraft and disrupt the wireless telephone network. It may also be considered illegal.

Operating Environment

- Do not use or charge the device in dusty, damp, and dirty places or places with magnetic fields. Otherwise, it may result in a malfunction of the circuit.
- The device complies with the RF specifications when the device is used near your ear or at a distance of 1.5 cm from your body. Ensure that the device accessories such as a device case and a device holster are not composed of metal components. Keep your device 1.5 cm away from your body to meet the requirement earlier mentioned.
- On a stormy day with thunder, do not use your device when it is being charged, to prevent any danger caused by lightning.
- When you are on a call, do not touch the antenna. Touching the antenna affects the call quality and results in increase in power consumption. As a result, the talk time and the standby time are reduced.
- While using the device, observe the local laws and regulations, and respect others' privacy and legal rights.

- Keep the ambient temperature between -10°C and 45°C while the device is being charged. Keep the ambient temperature between -10°C to 55°C for using the device powered by a battery.

Prevention of Hearing Damage

Using a headset at high volume can damage your hearing. To reduce the risk of damage to hearing, lower the headset volume to a safe and comfortable level.

Safety of Children

Comply with all precautions with regard to children's safety. Letting the child play with your device or its accessories, which may include parts that can be detached from the device, may be dangerous, as it may present a choking hazard. Ensure that small children are kept away from the device and accessories.

Accessories

Choose only batteries, chargers, and accessories approved for use with this model by the device manufacturer. The use of any other type of battery, charger, or accessory may invalidate any warranty for the device, may be in violation of local rules or laws, and may be dangerous. Please contact your dealer for information about the availability of approved batteries, chargers, and accessories in your area.

Battery and Charger

- Unplug the charger from the electrical plug and the device when not in use.
- The battery can be charged and discharged hundreds of times before it eventually wears out. When the standby time and the talk time are shorter than the normal time, replace the battery.
- Use the AC power supply defined in the specifications of the charger. An improper power voltage may cause a fire or a malfunction of the charger.
- Do not connect two poles of the battery with conductors, such as metal materials, keys, or jewelries. Otherwise, the battery may be short-circuited and may cause injuries and burns on your body.
- If battery electrolyte leaks out, ensure that the electrolyte does not touch your skin and eyes. When the electrolyte touches your skin or splashes into your eyes, wash your eyes with clean water immediately and consult a doctor.
- If there is a case of battery deformation, color change, or abnormal heating while you charge or store the battery, remove the battery immediately and stop using it. Otherwise, it may lead to battery leakage, overheating, explosion, or fire.

- If the power cable is damaged (for example, the cord is exposed or broken), or the plug loosens, stop using the cable at once. Otherwise, it may lead to an electric shock, a short circuit of the charger, or a fire.
- Do not dispose of batteries in fire as they may explode. Batteries may also explode if damaged.
- Do not modify or remanufacture, attempt to insert foreign objects into the battery, immerse or expose to water or other liquids, expose to fire, explosion or other hazard.
- Avoid dropping the device or battery. If the device or battery is dropped, especially on a hard surface, and the user suspects damage, take it to a qualified service center for inspection.
- Improper battery use may result in a fire, explosion or other hazard.
- Promptly dispose of used batteries in accordance with local regulations.
- The device should only be connected to products that bear the USB-IF logo or have completed the USB-IF compliance program.

Cleaning and Maintenance

- The device, battery, and charger are not water-resistant. Keep them dry. Protect the device, battery, and charger from water or vapor. Do not touch the device or the charger with a wet hand. Otherwise, it may lead to a short circuit, a malfunction of the device, and an electric shock to the user.
- Do not place your device, battery, and charger in places where they can get damaged because of collision. Otherwise, it may lead to battery leakage, device malfunction, overheating, fire, or explosion.
- Do not place magnetic storage media such as magnetic cards and floppy disks near the device. Radiation from the device may erase the information stored on them.
- Do not leave your device, battery, and charger in a place with an extreme high or low temperature. Otherwise, they may not function properly and may lead to a fire or an explosion. When the temperature is lower than 0°C, performance of the battery is affected.
- Do not place sharp metal objects such as pins near the earpiece. The earpiece may attract these objects and hurt you when you are using the device.

- Before you clean or maintain the device, power off the device and disconnect it from the charger.
- Do not use any chemical detergent, powder, or other chemical agents (such as alcohol and benzene) to clean the device and the charger. Otherwise, parts of the device may be damaged or a fire can be caused. You can clean the device and the charger with a piece of damp and soft antistatic cloth.
- Do not dismantle the device or accessories. Otherwise, the warranty on the device and accessories is invalid and the manufacturer is not liable to pay for the damage.
- If the device screen is broken by colliding with hard objects, do not touch or try to remove the broken part. In this case, stop using the device immediately, and then contact an authorized service center in time.

Emergency Call

You can use your device for emergency calls in the service area. The connection, however, cannot be guaranteed in all conditions. You should not rely solely on the device for essential communications.

Certification Information (SAR)

This device meets guidelines for exposure to radio waves.

Your device is a low-power radio transmitter and receiver. As recommended by international guidelines, the device is designed not to exceed the limits for exposure to radio waves. These guidelines were developed by the independent scientific organization International Commission on Non-Ionizing Radiation Protection (ICNIRP) and include safety measures designed to ensure safety for all users, regardless of age and health.

The Specific Absorption Rate (SAR) is the unit of measurement for the amount of radio frequency energy absorbed by the body when using a device. The SAR value is determined at the highest certified power level in laboratory conditions, but the actual SAR level of the device when being operated can be well below the value. This is because the device is designed to use the minimum power required to reach the network.

The SAR limit adopted by USA and Canada is 1.6 watts/kilogram (W/kg) averaged over one gram of tissue. The Highest SAR value reported to the FCC and IC for this device type when tested for use at the ear is 1.090 W/kg, when properly worn on body is 1.120 W/kg, and when using Wi-Fi hotspot function is 1.120 W/kg.

FCC Statement

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.



Changes or modifications made to this device not expressly approved by Huawei Device USA, may void the FCC authorization to operate this device.

13.2 FAQs

More FAQs are available at the following website:

<http://www.huaweidevice.com/worldwide/faq.do?method=index>.

How Can I Use a microSD Card to Import Contacts to My Phone from a Different Mobile Phone?

Your mobile phone only supports contact files in the **.vcf** format.

1. Save the contacts you want to import to your mobile phone to a microSD card as a **.vcf** file.
2. Insert the microSD card into your mobile phone and find the **.vcf** file using File Manager.

3. Touch the **.vcf** file. The phone displays a message asking whether you want to import the contacts.
 4. Touch OK to import the contacts.
- ❗ Compatibility problems may occur with **.vcf** files created by different mobile phones and certain contact information may be lost after contacts are imported.

How Can I Use Hi Suite to Import Contacts to My Phone from a Different Mobile Phone?

Your mobile phone only supports contact files in the **.vcf** format.

1. Save the **.vcf** file containing the contact information you want to import to a PC.
2. On the Home screen, touch  > **Settings** > **Applications** > **Development** > **USB debugging**.
3. Use a USB cable to connect your phone to the PC.
4. Visit <http://www.huaweidevice.com/worldwide> to download and install Hi Suite.
5. Open Hi Suite and follow the instructions to complete the installation.
6. Open Hi Suite after the installation is complete. Click **Contacts** > . Follow the instructions and select the **.vcf** file you want to import.
7. Disconnect your mobile phone from the PC after the contacts have been imported.

How Do I Set a Song As a Phone Ringtone?

In **Music**, touch and hold the song to be set as ringtone, and then touch **Use as phone ringtone**.

How Do I Prevent Automatic Change of Screen Orientation When Rotating My Phone?

On the Home screen, touch  > **Settings** > **Display** > **Auto-rotate screen** to disable the function.

How Do I Set an Unlock Pattern?

On the Home screen, touch  > **Settings** > **Location & security** > **Set up screen lock** > **Pattern**.

How Can I Change the Input Method?

Touch and hold the area where you write text and then select the input method you prefer.

How Do I Stop the Song Playing in the Background?

Touch the notification bar, flick downwards to open the notifications panel, touch the music playing notification to go to the music playing screen, and then stop playing the song.

How Do I Return to the Call Screen?

While in a call, if you're on another screen, you can touch the notification bar, and flick downwards to open the notifications panel. Then touch the current call notification to return to the call screen.

How Do I Create an Application Shortcut on the Home Screen?

Touch and hold an application icon on the application screen until the Home screen is displayed. Then drag the icon to where you want to place it and release your finger.

How Do I Hide the Keyboard?

Touch  to hide the keyboard.

How Do I Forward a Message?

Touch and hold a message, and then touch **Forward** in the menu that opens.

Why Am I Unable to Use Navigation?

Navigation is unavailable in some countries or regions.

How Do I Use Quick GPS?

On the Home screen, touch  > **Settings** > **Location & security** > **Use Quick GPS**.

 Quick GPS downloads data to enhance the GPS satellite information and may therefore incur additional data charges.