HONOR Pad X8a
User Guide

HONOR

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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.

You can also go to **Settings**, turn on the **Show navigation bar** switch to assist gesture operations using the navigation bar.

Use Three-key Navigation

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

After you enable the Three-key Navigation, you can:

- Tap to go back to previous page or quit an app.
- Tap to return to home screen.
- Tap to enter "Recent tasks" page.

You can also go to **Settings** to have more operations based on your habits:

- Choose a combination of different navigation keys.
- Tap (if you want the navigation combination to contain it), and open Control Center.

Use the Navigation Dock to Operate the Tablet

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 tablet to your new tablet.

Migrate Data from a Device

1 On your new tablet , 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 tablet 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 tablets running Android 7.0 or later, iOS 8.0 or later.

Learn about Lock Screen and Unlock

Lock and Unlock Your Screen

Lock Screen

If you do not operate the tablet 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.

- Tap **Screen Lock** tool to lock the screen. Here is how to add the tool:

  - Pinch two fingers on the home screen to enter the editing interface, tap **Cards**, slide to the bottom of the card list and go to **Classic widgets** > **Quick widgets**, and add **Screen Lock** to the home 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 tablet will unlock once your face is recognized.

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 **Calculator**, **Timer**, etc.

Connect to the Mobile Network

Connect to Mobile Data

1 Make sure that mobile data is available on your SIM card. SIM cards are not supported on Wi-Fi only tablets.

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 or Disable Airplane Mode

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

- Swipe down from the top right of the screen to open the Control Center. Tap ✈ to enable or disable **Airplane mode**.
- Go to **Settings** > **Mobile network** and toggle on or off **Airplane mode**.

After you turn on the Airplane mode for the first time, Wi-Fi and Bluetooth on your tablet will be turned off automatically.

If allowed by the airline, you can manually turn on or off Wi-Fi and Bluetooth on your tablet.

ⓘ
- Data services are not supported on Wi-Fi only tablets.

- Calling services are not supported on Wi-Fi only tablets.

- SMS messaging services are not supported on Wi-Fi only tablets.

Use VoLTE to Make HD Video Calls

VoLTE (Voice over LTE) is an IP-based data transmission technology. After enabling VoLTE, it can provide you with fast call connection times and high-quality voice and video calls.

ⓘ This feature is not supported on Wi-Fi only tablets.

Enable VoLTE

Contact your carrier to activate the VoLTE service for your SIM card. If both the primary and secondary SIM card trays of a dual-SIM tablet support VoLTE, it can be enabled for both SIM cards.

ⓘ
- This feature may vary depending on your carrier.

- 5G services are only available in some countries and regions.

- Enable **5G** if the 5G network is supported. The VoLTE feature will then be enabled by default.

Make a Video Call

Video calls are only possible when both parties are using VoLTE-activated devices.

1 Open **Phone**, touch the **Contacts** tab at the bottom of the screen, then select the contact you want to call.

2 Touch 📹 to make a video call.

During a voice call, you can touch 📹 to switch to a video call.

View and Manage High Data-consuming Applications

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

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

> *i* Some applications (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.

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.

Access Wi-Fi Network

> *i* Please be cautious when accessing free Wi-Fi in public places to avoid potential safety hazards such as privacy leakage and property loss.

Enter PIN to connect to Wi-Fi network

1 Go to **Settings** > **Wi-Fi** and turn on **Wi-Fi**.

2 On the setting page, you can connect to a Wi-Fi network by any of the following methods:

- Tap the Wi-Fi network that you want to connect to under **AVAILABLE NETWORKS**. If an encrypted network is selected, you need to enter the password.
- Pull down to the bottom of the menu, tap **Add network**, and follow the screen prompts to enter the network name and password to complete the connection.

When the status bar displays 📶 , it indicates that the tablet is accessing the Internet through Wi-Fi.

Connect via scanning QR code

1 Go to **Settings** > **Wi-Fi** and turn on **Wi-Fi**.

2 Go to the **Wi-Fi** setting page on the tablet that shares the network, tap the network that is connected, and get the QR code.

3 Scan the QR code on the tablet to be connected to the network and follow the prompts to access the network.

> *i* Some encrypted networks may not support connection by code scanning. Please refer to the actual situation.

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** > **My tablet** > **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 tablet 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 Center

You can use the tablet's shortcut functions or make quick settings in the **Control Center**.

Swipe down from the top right of the screen to open the Control Center. Swipe down from the top middle or left of the screen to open the Notification Center. 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.

Apply AI Suggestions shortcut switch

Tablet can intelligently sense the usage frequency and scenarios of shortcut switch. At the right time, frequently used shortcut functions can be displayed in the shortcut switch recommendation area to save time searching. As the usage time increases, the recommendations become more and more accurate.

You can also independently edit the shortcut switch recommendation area so that the desired shortcut switches can be permanently displayed in this area.

Customize Control Center

- **Customize AI Suggestions panel and Switch panel**: Tap > **Edit shortcut switch**, and tap & hold on the shortcut switch icon and drag it to sort, add or hide, and then tap **Done**.

- **Hide or show the device collaboration page of HONOR Connect**: tap > **Hide MagicRing** (or **Show MagicRing**), to close or show the entrance of the device collaboration page of **HONOR Connect**.

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**.

Edit Service Cards

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

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

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 12 apps in the folder, a cascaded 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 cascaded icon 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.

Personalize Your Home Screen

Tailor your Home screen to suit your needs and preferences. With customized 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 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.

Personalize 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.

Boost Your Productivity with the Productivity Layout

Using the tablet's new productivity layout, you can put your 10 most frequently used applications in the application bar at the bottom of the home screen and quickly open the most recently used applications, making it easy to select frequently used office software when working to improve your efficiency. The application bar in the productivity layout is divided into two parts: the left contains the permanent applications and the right the recent applications. You can drag the separating line between these two parts to expand the application bar and customize the number of applications shown for your convenience.

- **Customize the permanent application bar:** Up to 7 permanent apps can be displayed in either landscape or portrait orientation of the tablet. You can use the default apps or add/remove them according to your needs. You may remove all permanent apps from the left application bar but the bar itself cannot be disabled.
- **Customize the recent application bar:**
  The tablet displays at least 3 recent apps in landscape and 1 in portrait. Drag the separating line to show more or hide recent apps. For every one less icon on the left bar, one icon is added to the right bar.
- Hide the recent application bar: You can manually remove all apps from the recent application bar or go to **Settings** > **Home screen & style** > **Home screen settings** and turn off **Show recent apps**. After this, the right application bar will be disabled.

Learn about Common Icons

Learn About Common Notifications and Icons

ⓘ The network status icon may vary depending on your region or network service provider. Different products support different functions. The following icons may not appear on your tablet. Please refer to the actual situation.

4G	Connected to 4G network	3G	Connected to 3G network
2G	Connected to 2G network	H+	HSPA+ connected
H	HSPA connected	R	Roaming
	Full signal		No SIM card
	Data saver enabled		Connected to hotspot
	Hotspot enabled		Connected to both 2.4 GHz and 5 GHz Wi-Fi networks
	Connected to Wi-Fi network	6	Connected to Wi-Fi 6 network
	Automatic network switching through Wi-Fi+	6	Connected to both 2.4 GHz and 5 GHz Wi-Fi 6 networks
	No battery		Hotspot disconnected
	Charging		Battery low
	SuperCharge		Quick charge
	Power Saving mode enabled		Bluetooth enabled
	Connected to Bluetooth device		Digital Balance enabled on the tablet
	More information		Other Bluetooth device battery
	Bluetooth headset battery		Bluetooth hearing aids battery
	Bluetooth speaker battery		Bluetooth stylus battery
	Positioning service enabled		Connected to VPN network
	Connected to earbuds		Eye Comfort enabled

📞	Ongoing call	📞	Unable to connect to the voice channel. Unable to answer or make calls
☒	Missed call	HD	VoLTE enabled
🔕	Mute	💬	New message
Ⓝ	NFC enabled	📳	Vibration mode
🔄	Syncing data	🌙	Do Not Disturb enabled
⏱	Performance mode enabled	⚠	Data sync failed
📅	Calendar reminder	✉	New email
⏰	Alarm enabled	✋	Blocked calls or messages
✈	Airplane mode enabled		

View and Disable Notifications

View and Clear Notifications

Check Notifications

When there are any notification reminders, you can unlock the screen, and open the Notification Center by swiping down from the top middle or left of the screen to view the messages.

Clear Notifications.

- If you don't want to check a notification, you can swipe it right to clear it.

- If there are too many to clear, you can tap 🗑 on the bottom of the Notification Center to clear them all.

  ℹ 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:

- **USE 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, please refer to the actual situations.

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.

Set the Default Volume

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

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

> ⓘ Calling services are not supported on Wi-Fi only tablets.

Press the Power Button to Mute Your Device When It Rings

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

Set up More settings

Go to **Settings** > **Sound** > **More sound settings** and explore more ways to alert. Such as **Screen lock**, **Screenshot**.

Power On/Off and Restart

Power On and Off or Restart Your Device

Power Your Device On and Off

To power off your device, press and hold the Power button for 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 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**.

Forcefully restart your tablet

You can forcefully restart your tablet if it is not working or turning off normally. Just press and hold the Volume down and Power buttons for more than 10 seconds to force restart your device.

Charge Your Tablet

Charge Your Tablet

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

Precautions for Charging

- Charge your tablet 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 tablet 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 tablet will automatically activate safety measures and limit charging. Disconnect your tablet from the USB port and wait until the USB port is dry.
- The time required to fully charge the battery depends on the ambient temperature and age of the battery.
- Batteries have a limited number of charge cycles. When the battery life becomes noticeably shorter, go to an authorized HONOR Customer Service Center to replace the battery.
- Do not cover your tablet or charger during charging.
- Your tablet 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 tablet to a cool place.

- Please do not use your tablet while it is charging.

- If your tablet does not respond after you press and hold the Power button, the battery may have run out, charge for more than 30 minutes.

Use the Charger that Came with Your Device

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

2 Plug the adapter into a power socket.

Charging Your Tablet with a PC

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

2 When the **Use USB to** dialog box is displayed on your tablet , touch **Charge only**.
   If another option has been set previously, the dialog box will not pop up. Swipe down from the top middle or left of the screen to open the Notification Center, touch **Settings**, then select **Charge only**.

Thoughtful AI Suggestions

Magic Capsule

Magic Capsule

The Magic Capsule is located at the of the top of the screen, displayed in the form of a "capsule", and presents ongoing tasks, making it easy to view real-time status, perform quick operations, or quickly enter applications.

The Capsule can shrink into a "little ball" and expand into a capsule again after a certain period of time until the end of the task. The Magic Capsule can expand into a larger form to display dynamic notifications. The display timing, duration, and interaction methods of Magic Capsule may vary depending on specific tasks.

Only some preset functions support Magic Capsule.

HONOR Connect

Smart Collaboration

Enjoy Smart Life with HONOR Connect

HONOR Connect, based on HONOR–developed MagicRing technology, can make devices collaboration more convenient and efficient.

Devices logged in with the same HONOR ID can discover and automatically connect to each other, forming Magic Ring. Information and services can seamlessly transfer across the devices, fully leveraging each device's advantages and making your life more convenient and efficient. Go to **Settings** > **HONOR Connect** to learn about the functions supported by the device model and version.
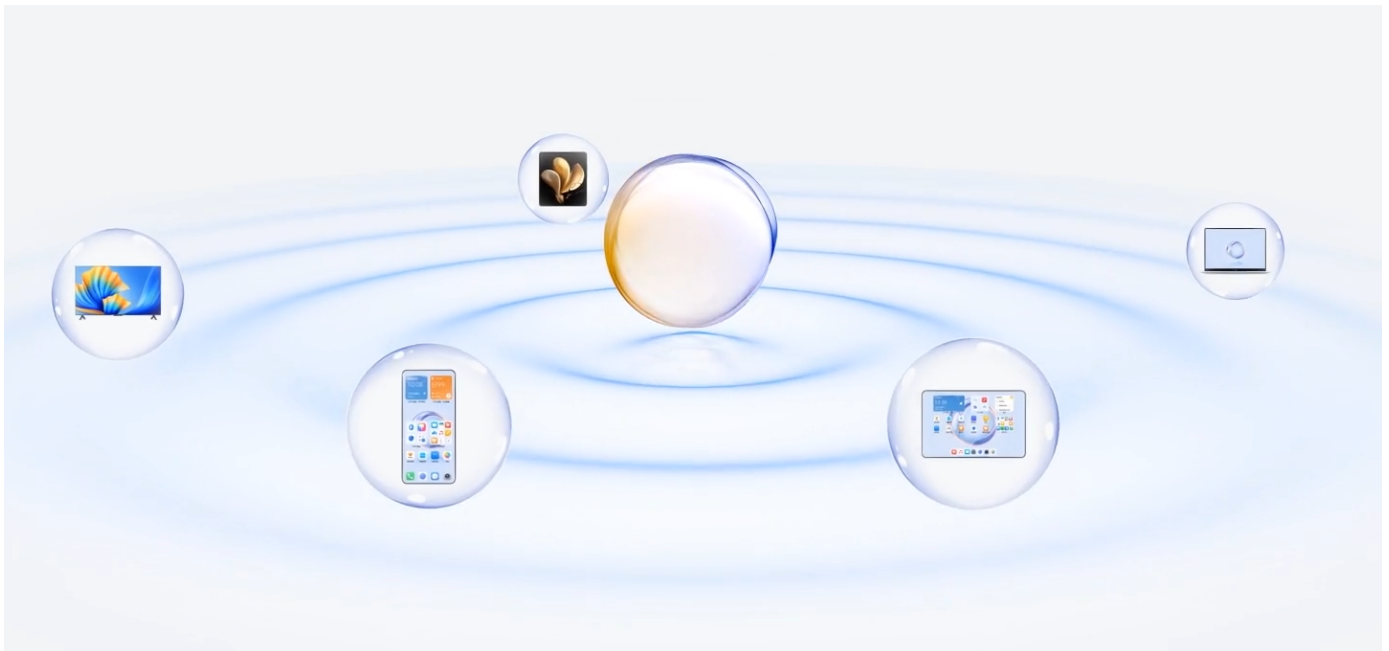
1 **Connected Apps**: You can transfer an app that you worked on from one device to another one to continue without any interruption. For example, a file being edited on your phone can be seamlessly transferred to a computer to continue editing.

2 **Connected Call**: You can receive or make phone calls on your tablet or PC so that you won't miss any important calls or stop your current task. For example, you can answer phone calls on your tablet.

3 **Connected Notification**: You can handle or view phone notifications on your tablet or PC so that you can stay focused on your current work without missing important information. For example, you can close the phone alarm on your computer.

In addition, on **HONOR Connect** Multi-Device Collaboration, you can see nearby devices with the same account in the Magic Ring to create collaboration and transfer apps with ease.

- ⓘ • There is no need to install any additional software or plug-ins or incur additional communication service fees to use **HONOR Connect**.
  - Services of **HONOR Connect** may vary with device models and versions.

Connect More Devices with HONOR Connect

First, update all the devices to be connected to the latest version and make sure they all support **HONOR Connect**.

1 Log in to the same HONOR ID on your tablet and the device to be connected.

2 Toggle on the Wi-Fi and Bluetooth on your tablet and the device to be connected.

3 Go to **HONOR Connect**, agree to the user agreement, and make sure the services of HONOR Connect are enabled on your tablet and the device to be connected.

On the setting page of **HONOR Connect** on the phone, the device with "**Nearby**" displayed indicates that it has been connected.

- ⓘ • To ensure a faster and more stable connection, it is recommended to connect devices to the same Wi-Fi.

Manage HONOR Connect of your Phone/Tablet

Go to **Settings** > **HONOR Connect** on the phone/tablet. On the list of **SERVICES ON THIS DEVICE**, you can enable or disable HONOR Connect on the current device. For example, tap **Connected Apps**, turn off **Connected Apps**, and applications and services from this phone/tablet and either device will no longer flow to each other.

Manage HONOR Connect of Other Devices

Go to **Settings** > **HONOR Connect** on the phone, tap the device with **Nearby** displayed, you can enable or disable HONOR Connect of a single device. For example, tap a laptop with **Nearby** displayed, turn off **Connected Apps**, and applications and services from the phone and this laptop will no longer flow to each other. Other devices will not be affected.

Disable HONOR Connect on your Phone/Tablet

Go to **Settings** > **HONOR Connect** > ⋮ > **About** on the phone/tablet, and tap **Disable service** to disable all HONOR Connect services on the device. If you want to restore them, go to **Settings** > **HONOR Connect** and **AGREE** to the user agreement again.

MagicRing

MagicRing

HONOR Connect MagicRing has integrated various devices and services, all accessible and controllable directly from the MagicRing page. With MagicRing, phones, tablets, laptops and other devices linked to the same HONOR ID will automatically appear on the

MagicRing page. This enables seamless service transfer across all your MagicRing devices, all managed from a single device. You can also easily transfer apps and files, making the process convenient and efficient.

ⓘ Go to HONOR Connect Plan to check device models that support this feature.

Enter MagicRing page

Swipe down from the top right of the screen to open the Control Center and tap

MagicRing card. If the card of MagicRing in Control Center is deleted, just tap 🖉 and select **Show MagicRing**.

MagicRing transfer services

On the MagicRing page, tap each device ball in the MagicRing to see the services provided by the device. Drag the service to another device ball to easily transfer the service. On any device (phone, tablet, computer) that supports the MagicRing page, you can control the transfer services of all devices in the MagicRing.

Get started

Log in to the same HONOR Account on your tablet and nearby devices, turn on Wi-Fi and Bluetooth, and enable **HONOR Connect** in **Settings**. Devices such as watches and headphones need to be paired and connected to other devices.

Transfer services

Through the MagicRing page, you can initiate screen sharing, network sharing, connected input across devices and other services.

1 On the MagicRing page, tap the device ball to automatically display the service names that the device can provide.

2 Tap/drag the service you want to transfer, and drag the service card to the device you want to transfer it to.

ⓘ The service may not support transfer to all devices in the MagicRing. When dragging the service card, if the color of the device ball is gray, it means that the service does not support transfer to this device.

Disconnect service transfer

Tap the ✕ on service card or drag the service card adsorbed on the device ball out of the adsorption area to disconnect.

Transfer apps via MagicRing

You can transfer apps across devices via MagicRing.

Getting started

Log in to the same HONOR Account on your tablet and nearby devices, turn on Wi-Fi and Bluetooth, and enable **HONOR Connect** in **Settings**.

Transfer apps

Swipe up with three fingers in the app to enter MagicRing page. A task card will form. Drag it to the target device, and the app will be transferred.

Means of transfer

The means of transfer depend on apps and target devices.

- If the app supports **Connected Apps**, it will be transferred via **Connected Apps**.

- If it does not support **Connected Apps**, how it will be transferred depends on the target device.

  - **From tablet to Vision:** Thetablet screen will be projected to the HONOR Vision. You can continue to enjoy the content of your tablet on the Vision.

Connected Apps

Connected Apps

When you edit a note or file, watch videos, or listen to music on your tablet, Connected Apps enables you to seamlessly transfer the current task to other nearby devices with the same HONOR ID. For example, you can continue to edit the note on your PC without interruption.

Availability

Tablets, phones and PCs that support HONOR Connect.

Supported system apps

Notes and Email

Connected Call

Connected Call

It allows nearby devices including laptops and tablets to share the Call function of the phone. You can answer or make a call on these devices, or transfer your phone call to these devices. Switch calls seamlessly between devices.

Available devices

Phones, tablets, laptops which support HONOR Connect(The smart TV does not currently support automatic transfer of incoming calls, but supports manual transfer of calls to the smart TV).

Preparations

1 Log in to the same HONOR ID on the phone and nearby devices, and toggle on Wi-Fi and Bluetooth.

2 Go to **Settings** > **HONOR Connect** > **Connected Call** and ensure **Connected Call** is enabled.

- This function will not generate extra call costs.

- It only supports the carrier's voice calls.

- Sharing calls between phones is not supported. If you want to receive calls on another phone, go to **Phone** > ⋮ > **Settings**, tap **Call forwarding**, select a transfer mode and enter the target number (this function requires carrier service support, please consult the network operator for details).

Connected Notification

Connected Notification

Sync notifications (e.g., SMS, alarms, social media) from your phone to nearby devices in use (laptop, tablet, etc.). Check and manage notifications across devices conveniently.

Available devices

Phones, tablets, and laptops which support HONOR Connect.

Preparations

1 Log in to the same HONOR ID on your phone and nearby devices, and toggle on Wi-Fi and Bluetooth.

2 Go to **Settings** > **HONOR Connect** > **Connected Notification**, make sure **Connected Notification** is enabled, and select apps whose notifications you want to sync.

Manage App's Permissions for Connected Notification

Go to **Connected Notification**, and manage app-specific permissions for Connected Notification. When you grant permission for the app, its notifications will be transferred to nearby connected devices.

- Go to **Settings** > **HONOR Connect** > **Connected Notification**.

- Toggle the switch on or off based on your preferences.

Cross-device service use

Service Calling Across Devices

You can freely choose the most suitable device to shoot or scan photos by using other devices' camera. The photos taken by your tablet and will immediately show in your PC's file, making it easier to capture your inspiration and get more materials.

Conditions

- Your phone, tablet, and PC all need to support this function.

- The scanning function can only be shared from your phone and tablet to your PC.
- The shooting function can be shared from your phone and tablet to other phones, tablets, and PCs.

Supported system apps

HONOR Notes and HONOR Docs

Preparations

1 Log in to the same HONOR ID on your tablet, , and nearby devices to turn on Wi-Fi and Bluetooth.

2 Go to **Settings** > **HONOR Connect** and make sure **HONOR Connect** is on.

Share Tablet's Camera with a Nearby Laptop

When using a document app on your laptop, you can use your Tablet's Camera to take photos, scan documents and then insert them directly into the document.

For example, when you are using HONOR Notes on the laptop, you can tap on the editing screen, and use the camera of another phone or tablet to take photos or scan documents, and then they will be seamlessly inserted into the note.

Share Tablet's Camera with a Nearby Phone or Tablet

When using a document app on your tablet, you can use another tablet's camera or phone's camera to take photos, and insert them into the document.

For example, when you are using HONOR Notes on your tablet, you can tap on the editing screen, and use the camera of another phone or tablet to take photos, and then they will be seamlessly inserted into the note.

Screen sharing

Screen sharing

The screen can be shared with other MagicRing devices of the same account, making multi-screen work more focused and efficient.

Available devices

Phone, tablet, and PC that support HONOR Connect.

Get started

1 Log in to the same HONOR Account on your tablet and nearby devices, and toggle on Wi-Fi and Bluetooth.

2 Go to **Settings** > **HONOR Connect** and make sure **HONOR Connect** is toggled on.

Share the tablet screen

Tablet screen can be shared with MagicRing devices of the same ID, including computer or phone. You can use tablet on MagicRing computer or phone of the same ID, and you can also directly drag and drop files to and from your computer or tablet.

Method 1:

1 Enter the MagicRing page of any MagicRing device, including phone, tablet and computer.

2 Tap the device ball of the MagicRing tablet.

3 Drag the screen sharing service of the phone's device ball to the computer or tablet.

Method 2: Swipe up with three fingers on the home screen of tablet to enter the MagicRing page. The screen sharing service will display in the form of a card. You can drag this service to computer or tablet.

You can tap the ✕ on screen sharing service card on the MagicRing page of any MagicRing phone, tablet or computer or drag the screen sharing service card adsorbed on the device ball out of the adsorption area to disconnect.

Easy Projection

Project Your Tablet Screen Wirelessly

You can project your tablet screen wirelessly to a large display (such as a TV).

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

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

- **If the large display does not support Miracast/cast+**, 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/cast+ and how to enable wireless projection on it, consult the user guide or customer service of the large display manufacturer.

2 On your tablet , 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 tablet 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.

Alternatively, swipe down from the top middle or left of the screen to open the Notification Center, and touch 🔗 .

HONOR Print

Print Images and Documents

Connect Your Tablet to a Printer

1 Check the printer manual or consult with its manufacturer to verify that it is Mopria-certified.
If it is not, consult with its manufacturer to install the corresponding app or plug-in for it on your tablet.

2 Connect your tablet and the printer to the same Wi-Fi network using any of the following methods:

- Connect to a Wi-Fi router: Enable Wi-Fi on the printer and connect it to the Wi-Fi router. On your tablet , go to **Settings** > **Wi-Fi**, enable **Wi-Fi**, touch the same Wi-Fi router, and follow the onscreen instructions to complete the settings.

- Connect with Wi-Fi Direct: If your printer supports Wi-Fi Direct, follow the instructions in the printer manual to enable this feature. On your tablet , go to **Settings** > **Wi-Fi**, enable **Wi-Fi**, go to **More settings** > **Wi-Fi Direct**, then touch the printer to establish the connection.

- Connect to your printer's hotspot: If your printer can double as a wireless hotspot, follow the instructions in the printer manual to enable the hotspot and set a password. On your tablet , go to **Settings** > **Wi-Fi**, enable **Wi-Fi**, touch the printer's hotspot, then follow the onscreen instructions to complete the settings.

3 Go to **Settings** > **More connections** > **Printing** > **Default Print Service**, and enable **Default Print Service**.

Print files

To print files under **Gallery** and **Notes**:

- Print pictures: If under **Gallery**, open the picture, tap ⋮ > **Print or export to PDF**, select the printer and follow onscreen instructions.

- Print notes: If under **Notes**, open the note, tap ⋮ > **Print**, select the printer and follow onscreen instructions.

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**.

Share Files Between Tablets with HONOR Share

You can use HONOR Share to quickly share files between HONOR tablets . The recipient can preview the files before they are sent, then view the full content of the files once they have been received.

1 On the receiving device, enable **HONOR Share**.

2 On the sending device, tap and hold to select a file or album you want to share, then tap ⬩ . Tap **HONOR Share**, then tap the name of the receiving device to send the file.

> ⓘ - These steps may be different if you are sharing files directly from an app.
>
> - The preview effect on the receiving end during sharing is related to the format and quantity of the shared files, please refer to the actual situation.

3 On the receiving device, tap **ACCEPT** to accept the transfer.

On the receiving device, go to **Files**, tap **Phone** > **HONOR Share** under the **Browse** tab to view the received file.

Received pictures or videos can also be viewed in **Gallery** > **Albums** > **HONOR Share**.

Share Files Between Your Tablet and Computer with HONOR Share

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

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

From your tablet to PC:

1 Enable Bluetooth and Wi-Fi on the PC.

2 Swipe down from the status bar on your tablet to access the notification panel (continue swiping for more content). 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 tablet , tap ⌒ , and select **HONOR Share**.
After the receiving device is discovered, tap its name to share the file.

From your PC to tablet :

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 tablets that have the **HONOR Share** function enabled. Select the tablet to receive the file.

4 Follow on-screen prompts to receive the file on the tablets .

ⓘ 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 tablet .

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 tablet .
- 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 tablet , preview the file to be printed, then go to **Share** > **HONOR Share**.

3 Once the printer has been discovered, touch its name on your tablet , and adjust the settings on the preview screen. Then touch **PRINT** to print.
If you are connecting a Bluetooth printer to your tablet for the first time, find the printer on your tablet , 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?**.

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**.

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.

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**.

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.

Customize the Camera Mode Layout

The camera mode layout can be customized. The frequently used modes can be moved to the main interface, and the order of modes can be adjusted to make the layout more in line with your usage habits.

1 Go to **Camera** > **MORE** and tap ![icon] or press and hold a mode icon to enter the editing screen.

2 Press and hold a mode icon to drag it to the location where you want to place it. You can also move the modes in **MORE** to the main interface, or move the modes in the main interface to **MORE**. Some deletable modes will display ⊗ icon. Tap ⊗ to delete the mode.

> ⓘ **PORTRAIT**, **PHOTO**, **VIDEO** etc. modes cannot be moved to **MORE**. Please refer to the actual situation.

3 Tap ✓ to save the layout.

- To recover deleted modes, tap ![icon] in **Camera** > **MORE**, and then tap **ADD** to recover the mode.

- To recover the initial mode, tap ![icon] in **Camera** > **MORE**, and then tap **Restore defaults**.

Take Photos

Taking Photos

1 Open **Camera**.

2 You can perform the following operations:

- Focus: tap in 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, or up, down to select a mode.

- Select a filter: Tap ![icon] 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.

Select the Burst Photos You Want to Keep

1 Open **Gallery**. Touch a burst photo (which is tagged with ![icon]), then touch ![icon] .

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 ⬚ .

Take Timed Photos

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

1 Go to **Camera** > ⚙ > **Timer** and select a countdown.

2 Return to the viewfinder and touch the shutter button. Your tablet will take a photo when the countdown ends.

Portrait Mode

Use the portrait mode to make the characters in your photos more beautiful.

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

2 Point the camera at the figure so that the figure appears in the portrait box.

To take a selfie, tap ↺ .

3 You can perform the following operations to adjust portrait effect:

- Turn on the beauty effect: tap 😊 to adjust the beauty effect.
  To turn off the beauty effect, minimize the parameter using the slider.
- Screen ring fill light: When switching to the front camera and the ambient light is insufficient, tap the flash icon at the top to select the screen ring fill light method to enhance the brightness on faces.

  Tap on the flash icon and select ⚡A (auto) or 💡 (always on).

  ⓘ This feature may vary by device.

4 Tap ◯ to take photos.

Take Professional-Looking Photos

AI Photography is a pre-installed camera feature that helps you take better photos by intelligently identifying objects and scenes and optimizing the color and brightness settings accordingly.

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

2 Tap 🅰ⁱ to turn on.

3 Frame the subject within the viewfinder. Once the camera identifies what you are shooting, it will automatically recommend a mode.

4 To disable the recommended mode, turn off 🅰ⁱ .

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 ⚙ > **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.

   ⓘ 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.

   Tap 📷 to capture the current frame.

4 Tap ⏸ to pause shooting, tap ⏹ to end shooting.

Use Time-Lapse to Create a Short Video

You can use Time-lapse to capture images slowly over several minutes or even hours, then condense them into a short video. This allows you to capture the beauty of change – blooming flowers, drifting clouds, and more.

1 Go to **Camera** > **MORE** and select **TIME-LAPSE** mode.

2 Place your tablet in position. To reduce camera shake, use a tripod to steady your tablet.

3 Touch ⦿ to start recording, then touch ◼ to end the recording.

The recorded video is automatically saved to Gallery.

Edit Images

Edit Photos

Gallery offers a wide range of custom editing features for photos.

Basic Editing

1 Open **Gallery**, touch 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 or mirror it, tap ↺ or ▷◁.

- 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: Edit the photo in other ways, such as by maintaining colors, adding blur, doodle, frame and text.

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

Add Watermarks to Photos

1 In Gallery, touch a photo, then tap ◻ > **Stickers** to edit.

2 Select the type of watermark you want to add, such as **Time**, **Weather**, **Mood**.

3 Select a watermark and drag it to change its position. You can also edit the text of some types of watermarks. Tap the watermark to edit the text.

4 Touch ✓ to save your edits and touch **Save** to save the photo.

Pixelate Photos

1 In Gallery, touch a photo, then tap ◻ > **Mosaic** to go to the editing page.

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 Tap **Save** to save the photo.

Rename Photos

1 In Gallery, touch the photo you want to rename.

2 Tap ⋮ > **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, you can edit the clips: Touch **Edit**, then touch the timeline and drag the sliders at both ends to trim the video to the desired length.

3 When you are finished, tap ✓ to save the video.

View Images and Videos

View Photos

In Gallery, you can view, edit, and share your photos. You can also browse vlogs that are automatically generated by the Gallery.

View by Shooting Time

Go to **Gallery**, tap **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 slide the slider on the edge to quickly go to the corresponding time to view.

View by Album

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

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

Check Image Details

1 Open any image in Gallery to view it in full screen. Tap once more to hide menu buttons.

2 While in full-screen, tap t ⓘ to display an info window with details like storage path, resolution, size, and more parameters.

The 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**" card, 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 from the album.

- **Select album**: Display all photos in the specified album.

- **Choose a picture**: Display the specified photo.

Remove the Gallery card: Long press the Gallery card, tap **Remove**, and remove the unwanted card.

Quickly Find Images in Gallery

Enter keywords such as time, place, and subject in Gallery search bar to quickly search for images.

1 Go to **Gallery** > **Albums**, enter the keywords you want to search for in the search field at the top of the screen.
Enter keywords for the image (e.g. "food", "landscape", "flowers").

2 Gallery will present you with images related to the keywords and suggest related keywords. Tap a keyword or continue entering keywords for a more precise search.
ⓘ This feature may vary by device.

Share Images

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

- Share a single image: Tap an image and tap ⤳ to share.

- Share multiple images: In an album, long press an image to enter multi-selection mode, select multiple images and tap ⤳ to share.

Safe Photo Sharing

Safe Photo Sharing helps you remove information such as photo location and shooting data to avoid privacy leakage when sharing.

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

2 Select one or more photos and tap ⌁.

3 Check the message on the top left of the sharing screen. If privacy protection is not enabled, tap **Remove private info**, **Privacy options** window will appear. You can follow the on-screen prompts to enable this feature to share photos safely.

Organize Albums

Organize 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.

Sort Albums

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

2 Long press and 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.

On the **Albums** page, tap to 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.

• Long press the selected pictures or videos in **Hidden items**, and tap **Unhide**. After hiding is canceled, the hidden pictures and videos will go back to their original albums.

- **Hidden items** albums are encrypted by default (the password is the same as the lock screen password), and you can view the hidden content after unlocking it.

- 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 remove them from these albums.

Delete Photos and Videos

Touch and hold to select the photo, video or album you want to delete, then touch **Delete** > **Delete**.

ⓘ Some preset albums, such as **All photos**, **My favorites**, **Videos** and **Camera** albums, cannot be deleted.

Deleted photos and videos will be temporarily moved to the **Recently deleted** album. They will be permanently deleted after a certain period.

To permanently delete a photo or video, touch and hold it in **Recently deleted**, and thenfollow the on-screen prompts to delete.

Recover Deleted Photos and Videos

In the **Recently deleted** album, touch and hold to select the items you want to recover, then touch ↺ to restore them to their original albums.

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

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 ⋮ > **Block this album?**
Blocked albums can only be viewed in **Files**.

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

ⓘ Only some albums in **Others** can be blocked. Please refer to the actual situation of tablet.

Add Photos and Videos to Favorites

Open a photo or video that you want to add to Favorites, then touch ♡ .

The item will appear in both its original album and the **My favorites** for you to easily view.

Enjoy Smart Life

Audio Channel Switching with One Tap

Switch to a Different Output Device During Playback

When playing music or videos through your earphones, you can quickly switch playback to another device without having to unplug your wired earphones or disconnect your Bluetooth earphones.

1 Enable Bluetooth on your tablet and connect it to wired earphones or a Bluetooth audio device (such as Bluetooth earphones, a Bluetooth speaker, or a vehicle-mounted device).

2 After pairing is successful, you will see the **Current audio output device** or **Current audio input/output device** card if you swipe down the notification panel on your tablet .

Touch ⊙ on the card to display the audio output devices that are currently available. Select the device you want to switch the audio to.

ⓘ If your tablet supports wired earphones with a non-Type-C port, the audio output channel of your tablet will be switched from **This device** to the wired earphones by default.

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 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.

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**.

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.

🛈　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 tablet 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.

🛈　• 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 make 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 minimize it to an assistive ball.

• Tap ▬ > ⊖ on top of the floating window to minimize 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.

ⓘ A tablet can display 2 floating windows at a time.

ⓘ • 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 minimized 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 minimize it and release to activate a mini window.

- Swipe the ▬ at the bottom of the floating window to minimize 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 minimize 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 minimized 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 ⇅ **Swap vertically** or ⇄ **Swap horizontally**.

- **Save app pairs:** Tap the app divider, then choose 🖫**Save app pairs**, 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 ➖ in 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.

ℹ️ 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 tablet 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**.

Enable App Extender

App Extender displays an app's home and content screens in dual windows for easier multitasking when your tablet is in landscape orientation.

1 Go to **Settings** > **Large-screen features** > **App Extender**, and turn on the switch for apps that you want to use this feature with.

2 Open an app that has **App Extender** enabled. The app's home screen will then be displayed in the center of the screen.

3 Touch an entry on the app's home screen. The home screen will then be relocated to the left to make space for the new screen.

ⓘ This feature may vary by device.

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.
- 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.

Clear the Cache of an App

Delete app cache files to free up storage space.

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

Contacts

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** > **Organize 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.

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- 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** > **Organize 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** > **Organize contacts** > **Recently deleted**, long press to select the contacts to restore, and tap **Restore**.

Phone

Make a Call

ⓘ Calling services are not supported on Wi-Fi only tablets.

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 dialing 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**, 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 dialer 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.

Use VoLTE to Make HD Video Calls

VoLTE (Voice over LTE) is an IP-based data transmission technology. After enabling VoLTE, it can provide you with fast call connection times and high-quality voice and video calls.

ⓘ This feature is not supported on Wi-Fi only tablets.

Enable VoLTE

Contact your carrier to activate the VoLTE service for your SIM card. If both the primary and secondary SIM card trays of a dual-SIM tablet support VoLTE, it can be enabled for both SIM cards.

ⓘ • This feature may vary depending on your carrier.

  • 5G services are only available in some countries and regions.

  • Enable **5G** if the 5G network is supported. The VoLTE feature will then be enabled by default.

Make a Video Call

Video calls are only possible when both parties are using VoLTE-activated devices.

1 Open **Phone**, touch the **Contacts** tab at the bottom of the screen, then select the contact you want to call.

2 Touch 📹 to make a video call.

During a voice call, you can touch 📹 to switch to a video call.

Manage Incoming Calls

ⓘ Calling services are not supported on Wi-Fi only tablets.

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 tablet 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**.

ℹ️ This feature may vary depending on your carrier.

Answer a New Incoming Call During a Call

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

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

Enable Call Forwarding

After the Call forwarding feature is enabled, calls that meet 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.

ℹ️ This feature may vary depending on your carrier.

Disable Call Forwarding

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

2 Select the forwarding mode and disable it.

Filter and Block Spam Calls

ℹ️ Calling services are not supported on Wi-Fi only tablets.

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

Filter Spam Calls

1 Go to **Phone** > ⋮ > **Blocked** > **Block rules**.
Alternatively, go to **System Manager** > **Blocked** > **Block rules**.

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

Block Incoming Calls from Specific Numbers

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

- Go to **Phone** > ⋮ > **Blocked** > **Block rules** > **Blocklist**, touch ╋ , then add the phone numbers you want to block.

- Open **Phone**, touch the **Contacts** tab, touch the contact you want to block, then choose ⋮ > **Block contact**.

Set Whether to Receive Notifications for Blocked Calls

Go to **Phone** > ⋮ > **Blocked** > **Block rules** > **Receive notifications** and set whether to receive notifications when calls are blocked.

Manage Blocked Calls

On the Blocked screen, you can manage blocked calls, such as by calling back numbers, deleting records.

Go to **Phone** > ⋮ > **Blocked**. You can then:

- Touch a record and select **Call** to call back numbers, select **Add to trustlist** or **Add contact**, or touch **Delete** to delete call records.

- Touch **Clear** to delete blocked calls in batches.

- Touch **Block rules** to change the block rules.

Perform In-call Operations

ℹ️ Calling services are not supported on Wi-Fi only tablets.

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

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

- Touch ⠿ to use the dialer.

- During a call, you can hide the call screen and access other apps by returning to the previous screen or home screen using the current navigation mode on your tablet. 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, start and end time of the schedule.

3 Tap **Reminder** to set a reminder for the schedule.

4 Tap ✓ to save the schedule.

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 Schedules

1 Open the **Calendar** screen, then tap a schedule under View or Schedule.

2 Tap **Share**, then follow the on-screen instructions to share your schedule in the way you prefer.

Delete Schedules

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

Important Events

Add priority to events and differentiate important events with a priority to highlight important events, focus on important matters, 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:

Enable **Calendar**, tap ⊕, and tap **Priority** to select **Important** in the interface of details.

Auto-mark:

If **VIP** is contained in the event, the Calendar will intelligently recognize the date as important.

Set VIP Participants for Events

When you add VIP participants to events, **Calendar** will intelligently mark events, missing no important matters for you.

Add VIP Participants from Event Settings

Enable **Calendar**, go to ⋮ > **Settings** > **VIP** on the top right corner to add and remove VIP participants according to your needs. The Calendar will also help you recommend VIP participants based on the participants' frequency of the previous events.

Remove VIP Participants

Enable **Calendar**, go to ⋮ > **Settings** > **VIP** on the top right corner, select the participants you need to remove in the **VIP** list, tap **Remove** on the right side of the participants, and then confirm.

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 tablet 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.

Customize Calendar View Settings

You can customize 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 tablet 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 stop it, touch .

Stopwatch

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

Notepad

Create a Note

To help you quickly keep a track of your thoughts and inspirations, you can create notes using the Handwrite (to write or draw content) and Scan document modes.

Create Note

1 Go to **Notes**, tap and select **Typed note**.

2 Enter the title and content for the note. You can also do the following as needed:

- Tap to add a checklist.

- Tap to change the font type, paragraph alignment or background.

- Tap to insert images, tables, or links, import documents, or scan cards, documents, etc.

- If you want the notes to be classified more clearly and easy to view, tap **No category** after editing to add a tag to the note.

3 Tap to save the note.

Add a handwritten note

You can use handwritten notes to record your inspiration and ideas more vividly, such as drawing doodles, inserting pictures to make beautiful scrapbooks and adding annotations to mark key points after inserting slides.

1 Go to **Notes**, tap ⊕ and select **Handwritten note**.

2 Enter note name, set the paper orientation, specifications and template, and then tap ✓.

3 Enter handwritten content to your note. You can also do the following as needed:

- Tap ✎ to enter the content via handwriting or drawing. Tap again after ✎ is highlighted to choose the pen and its thickness.

- Tap ◇ to erase the handwritten or drawn content. Tap again after ◇ is highlighted to choose the erasing method.

- Tap 🖼 to insert an image. Tap again after 🖼 is highlighted to take a photo or choose a photo from Gallery.

- Tap Ⓐ, and tap Ⓐ in a blank area to insert a text box.

- Tap ⊞ to add pages, import images and documents.

4 Tap ✓ to save the note.

Sync Notes

Sync your local notes data to other phones for easy viewing via Exchange Mail or HONOR Cloud.

Stay in Sync

Enabling Stay in Sync allows you to sync local notes to the cloud. Log in to your HONOR ID on any device to view these notes anytime, anywhere.

Choose **Notes** > ⋮ > **Settings** > **Sync notes to the cloud**, and enable Stay in Sync by following the prompt.

ⓘ After enabling this feature, if you delete the notes on your tablet, the data on the cloud and other devices that are logged in to the same HONOR ID will also be deleted synchronously.

Exchange Sync

Synchronize the data in Exchange account with **Notes** to meet your need to record important matters at work anytime and anywhere.

1 Log in to Exchange account on the tablet.

2 Pull down to refresh in the Exchange mail list to synchronize the memo and task data in the account with **Notes** and generate corresponding notes.

A folder named after the Exchange account will be automatically generated in **Notes** for easy management.

Old Notes Transfer

You can migrate your notes in the **Notes** from your old tablet to your new tablet through different ways such as HONOR ID sync, Device Clone, data backup, HONOR Share, etc.

- **HONOR ID sync**: Log in to your HONOR ID on your old tablet and sync the notes data from your old tablet to the cloud. Log in to the same HONOR ID on your new tablet to sync the **Notes** data.
- **Device Clone**:
  You can use Device Clone to migrate **Notes** and other data from your old tablet to your new one.
- **Data backup**: By backing up via an external storage device, you can back up data to an external memory card or USB storage device and restore it in the tablet's external storage after the backup is complete.
- **HONOR Share**: Select the notes you need to share and quickly migrate them to your new tablet via HONOR Share.

Manage Notes

You can categorize your notes into different folders, delete unwanted items, and share your notes with others.

When viewing notes, tap 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 customize the app lock password, and turn on the switch next to your notes.

Categorize notes

You can categorize your notes into different folders, add color 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 colors. You can also enter keywords in the search box to quickly find the notes you need.
- Tap the list icon on the left side of **All notes**, to check **Favorites**, **Recently deleted** and other types of notes.

Create/edit folder:

- Open the list icon on the left side of **All notes**, tap **New folder**, select your favorite folder color, type folder name, and then tap **Save**.
- Click a folder to edit, delete, etc.

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** > **Favorite**, 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, favorite, or delete it.

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

Share notes

You can share notes by multiple methods:

- 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**.

  ℹ️ 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 Notes

1 In the interface of **All notes** list, open the note you want to print.

2 Go to ⋮ > **Print** and follow the on-screen instructions to select the printer and print parameters to begin printing.

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 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 ↺.

HONOR Docs

HONOR Docs

HONOR Docs can automatically bring together documents saved in various applications, and also enable you to create new documents, convert formats, edit, save, print and share documents to experience easy creation and efficient office work on the mobile.

Format Conversion

1 On the creating screen of **HONOR Docs**, you can choose to convert images, sheets or docs into PDF as needed.

2 Take **Sheet to PDF** as an example:

a Tap **Sheet to PDF**, select the sheet for conversion, and tap **Start converting**.

b Select storage location and tap ✓.

c After conversion, you can share, add tags or insert annotations to the converted PDF as needed.

Manage Docs

- In the document list, you can long press a document or a file to share, mark, move or delete it. You can also tap ⋮ to print or rename the document.

- On the main page of HONOR Doc, you can tap 🔍 to quickly find the document that you want based on name or type.

- On the main page of HONOR Doc, you can tap ⋮ to sort the documents based on formats or name, time, size, tags, etc.

Collect Docs

1 On the document list, you can press and hold a document or a folder, and then tap ⋮ in the lower right corner, select **Favorite** to collect it.

2 After long pressing a document, you can tap ⊙ to select all and collect them.

3 You can quickly find the collected documents or folders in **Favorite** on the right.

Add Tag to Doc

1 In the document list, you can long press a document or file and tap 🔖 to add tag.

2 After long pressing a document, you can tap ⊙ to select all and tags together.

3 After the tag is added, you can quickly find the document in the Tag list on the left.

Share Docs

1 In the document list, you can long press a document or file and tap ⤳ to share it.

2 After long pressing a document, you can tap ⊙ to select all and share them together.

Print Docs

In the document list, you can long press a document or file and tap ⋮ > **Print** in the lower left corner, and you can complete printing by following the on-screen instructions as needed.

ⓘ The printed document can be automatically converted to a PDF format. Tap 🔘, and you can save it as a PDF.

Rename Docs

In the document list, you can long press a document or file and tap ⋮ > **Rename** to rename the document or folder.

Delete Docs

1 In the document list, you can long press a document or file and tap 🗑 to delete it.

2 After long pressing a document, you can also tap ⌄ in the upper right corner to select all and delete them together.

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, and delete it.

You can also enter **Files** > **My tablet** > **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 ⟲ 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 tablet for convenient email access.

Add a Personal Email Account

1 Open **Email** on your tablet , 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.

Set Email Notifications

Set a notification mode for your emails as needed.

1 Go to **Email** > ⋮ > **Settings** > **General** > **Notifications**, and enable **Allow notifications**.

2 Select the email account you want to set notifications for, turn on the **Allow notifications** switch, then select a notification mode.

Calculator

Calculator

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

Use the Basic Calculator

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

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

Use the Scientific Calculator

Open the calculator and 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.

App Twin

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.

System Manager

Clear Tablet Storage

The **Cleanup** of **System Manager** will scan the Storage for redundant files and large files, such as application residues, redundant installation packages, data generated by WeChat, etc., 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** behind the item to be cleaned and follow the instructions to delete redundant files.

> ℹ️ Swipe down from the top of the screen and the tablet will rescan the Storage.

Clean Up Duplicate Files

System Manager can identify duplicate files on your tablet .

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

View and Manage High Data-consuming Applications

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

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

> ℹ️ Some applications (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.

Filter and Block Spam Calls

> ℹ️ Calling services are not supported on Wi-Fi only tablets.

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

Filter Spam Calls

1 Go to **Phone** > ⋮ > **Blocked** > **Block rules**.
Alternatively, go to **System Manager** > **Blocked** > **Block rules**.

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

Block Incoming Calls from Specific Numbers

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

• Go to **Phone** > ⋮ > **Blocked** > **Block rules** > **Blocklist**, touch ╋ , then add the phone numbers you want to block.

• Open **Phone**, touch the **Contacts** tab, touch the contact you want to block, then choose ⋮ > **Block contact**.

Set Whether to Receive Notifications for Blocked Calls

Go to **Phone** > ⋮ > **Blocked** > **Block rules** > **Receive notifications** and set whether to receive notifications when calls are blocked.

Manage Blocked Calls

On the Blocked screen, you can manage blocked calls, such as by calling back numbers, deleting records.

Go to **Phone** > ⋮ > **Blocked**. You can then:

- Touch a record and select **Call** to call back numbers, select **Add to trustlist** or **Add contact**, or touch **Delete** to delete call records.
- Touch **Clear** to delete blocked calls in batches.
- Touch **Block rules** to change the block rules.

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 tablet to your new tablet.

Migrate Data from a Device

1. On your new tablet , 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 tablet 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 tablets running Android 7.0 or later, iOS 8.0 or later.

Tips

Tips

Tips has a selection of tips and tricks to help you quickly learn how to use your tablet. 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 tablet.

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 Dislike: 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.

  - If **Tips** is deleted by mistake, you can get it back by: Swipe down from the home screen, type "**Tips**" in the search box, find **Tips** in the list of recoverable apps that appears automatically, and tap **Restore**.

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.

Access Wi-Fi Network

ⓘ Please be cautious when accessing free Wi-Fi in public places to avoid potential safety hazards such as privacy leakage and property loss.

Enter PIN to connect to Wi-Fi network

1 Go to **Settings** > **Wi-Fi** and turn on **Wi-Fi**.

2 On the setting page, you can connect to a Wi-Fi network by any of the following methods:

- Tap the Wi-Fi network that you want to connect to under **AVAILABLE NETWORKS**. If an encrypted network is selected, you need to enter the password.

- Pull down to the bottom of the menu, tap **Add network**, and follow the screen prompts to enter the network name and password to complete the connection.

When the status bar displays 📶 , it indicates that the tablet is accessing the Internet through Wi-Fi.

Connect via scanning QR code

1 Go to **Settings** > **Wi-Fi** and turn on **Wi-Fi**.

2 Go to the **Wi-Fi** setting page on the tablet that shares the network, tap the network that is connected, and get the QR code.

3 Scan the QR code on the tablet to be connected to the network and follow the prompts to access the network.

ⓘ Some encrypted networks may not support connection by code scanning. Please refer to the actual situation.

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 ⋋₀ , 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** > **My tablet** > **Download** > **Wi-Fi Direct** to view the received files.

Bluetooth

Tablet Bluetooth basic

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

We will introduce the following Bluetooth functions of your tablet: 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.

Change the name of the Bluetooth device

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

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

Pair with a Bluetooth Device

1 Enable Bluetooth on the target device and set it to discoverable. For detailed instructions, refer to the device's user guide.

2 From your tablet , access the **Bluetooth** settings screen, and enable **Bluetooth** to have your tablet automatically search for nearby Bluetooth devices.

3 From the list of **Available devices**, select the one you want to pair your tablet with, and follow the onscreen instructions to complete pairing.

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

Transfer Files via Bluetooth

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

1 Pair the sending and recipient devices via Bluetooth.

2 On the sending device, touch and hold a file, select the files you want to share, touch

  ⋎ , and select **Bluetooth**.

  ⓘ Operations may vary if you are sharing files from apps directly.

3 Touch the Bluetooth name of the recipient device to start sharing.

4 On the recipient device, accept the Bluetooth transfer request.

Connect Hearing Aids via Bluetooth

Within the effective transmission distance, hearing aids that support the Bluetooth function can be connected to mobile phones, and can directly answer calls, listen to music, etc. Hearing aids can be connected in any of the following ways:

- **Quick connect via Control Center**: Swipe down from the top right of the screen to open the Control Center, and tap **Hearing aid** (If not found, tap the edit icon above and tap **Edit shortcut switch**, add **Hearing aid** to Control Center in the more switches area below), and choose a hearing aid you want to pair with.

- **Connect in Accessibility Settings**: Go to **Settings** > **Accessibility features** > **Accessibility** > **Hearing aid**, enable **Bluetooth**, and choose a hearing aid you want to pair with.

During calls and music playback, you can quickly switch to other Bluetooth devices.

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. SIM cards are not supported on Wi-Fi only tablets.

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 or Disable Airplane Mode

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

- Swipe down from the top right of the screen to open the Control Center. Tap ✈ to enable or disable **Airplane mode**.
- Go to **Settings** > **Mobile network** and toggle on or off **Airplane mode**.

After you turn on the Airplane mode for the first time, Wi-Fi and Bluetooth on your tablet will be turned off automatically.

If allowed by the airline, you can manually turn on or off Wi-Fi and Bluetooth on your tablet.

ⓘ
- Data services are not supported on Wi-Fi only tablets.
- Calling services are not supported on Wi-Fi only tablets.
- SMS messaging services are not supported on Wi-Fi only tablets.

Use VoLTE to Make HD Video Calls

VoLTE (Voice over LTE) is an IP-based data transmission technology. After enabling VoLTE, it can provide you with fast call connection times and high-quality voice and video calls.

ⓘ This feature is not supported on Wi-Fi only tablets.

Enable VoLTE

Contact your carrier to activate the VoLTE service for your SIM card. If both the primary and secondary SIM card trays of a dual-SIM tablet support VoLTE, it can be enabled for both SIM cards.

ⓘ
- This feature may vary depending on your carrier.
- 5G services are only available in some countries and regions.
- Enable **5G** if the 5G network is supported. The VoLTE feature will then be enabled by default.

Make a Video Call

Video calls are only possible when both parties are using VoLTE-activated devices.

1 Open **Phone**, touch the **Contacts** tab at the bottom of the screen, then select the contact you want to call.

2 Touch ▢ to make a video call.

During a voice call, you can touch ▢ to switch to a video call.

View and Manage High Data-consuming Applications

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

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

> ⓘ Some applications (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.

More Connections

Project Your Tablet Screen Wirelessly

You can project your tablet screen wirelessly to a large display (such as a TV).

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

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

- **If the large display does not support Miracast/cast+**, 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/cast+ and how to enable wireless projection on it, consult the user guide or customer service of the large display manufacturer.

2 On your tablet , 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 tablet 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.

Alternatively, swipe down from the top middle or left of the screen to open the Notification Center, and touch 🔗 .

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**.

Share Files Between Tablets with HONOR Share

You can use HONOR Share to quickly share files between HONOR tablets . The recipient can preview the files before they are sent, then view the full content of the files once they have been received.

1 On the receiving device, enable **HONOR Share**.

2 On the sending device, tap and hold to select a file or album you want to share, then tap ⌿⃝ . Tap **HONOR Share**, then tap the name of the receiving device to send the file.

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

        • The preview effect on the receiving end during sharing is related to the format and quantity of the shared files, please refer to the actual situation.

3 On the receiving device, tap **ACCEPT** to accept the transfer.

On the receiving device, go to **Files**, tap **Phone** > **HONOR Share** under the **Browse** tab to view the received file.

Received pictures or videos can also be viewed in **Gallery** > **Albums** > **HONOR Share**.

Share Files Between Your Tablet and Computer with HONOR Share

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

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

From your tablet to PC:

1 Enable Bluetooth and Wi-Fi on the PC.

2 Swipe down from the status bar on your tablet to access the notification panel (continue swiping for more content). 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 tablet , tap ⌿⃝ , and select **HONOR Share**. After the receiving device is discovered, tap its name to share the file.

From your PC to tablet :

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 tablets that have the **HONOR Share** function enabled. Select the tablet to receive the file.

4 Follow on-screen prompts to receive the file on the tablets .

ⓘ 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 tablet .

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 tablet .

- 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 tablet , preview the file to be printed, then go to **Share** > **HONOR Share**.

3 Once the printer has been discovered, touch its name on your tablet , and adjust the settings on the preview screen. Then touch **PRINT** to print.
If you are connecting a Bluetooth printer to your tablet for the first time, find the printer on your tablet , 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?**.

Transfer Data Between Your Tablet and Computer with a USB Cable

1 Connect your tablet to a computer with a USB cable. After the driver is automatically installed on the computer, the drive name corresponding to your tablet will be displayed.

2 On your tablet , swipe down from the top middle or left of the screen to open the Notification Center, go to **Touch for more options**, and select a USB connection mode to transfer data.

- **Transfer photos**: Use the Picture Transfer Protocol (PTP) to transfer photos between your tablet and computer. In the new drive displayed on the computer, you can view photos stored on your tablet , or copy and paste photos between the device and computer.

- **Transfer files / Android Auto**: Use the Media Transfer Protocol (MTP) to transfer files between your tablet and computer. In the new drive displayed on the computer, you

can view files stored on your tablet , or copy and paste files between the device and computer.

ⓘ Install Windows Media Player 11 or later on your computer to view media files on your tablet .

- **Input MIDI**: Use your tablet as the audio input device of the Musical Instrument Digital Interface (MIDI) and play music on your computer.

Print Images and Documents

Connect Your Tablet to a Printer

1 Check the printer manual or consult with its manufacturer to verify that it is Mopria-certified.
If it is not, consult with its manufacturer to install the corresponding app or plug-in for it on your tablet.

2 Connect your tablet and the printer to the same Wi-Fi network using any of the following methods:

- Connect to a Wi-Fi router: Enable Wi-Fi on the printer and connect it to the Wi-Fi router. On your tablet , go to **Settings** > **Wi-Fi**, enable **Wi-Fi**, touch the same Wi-Fi router, and follow the onscreen instructions to complete the settings.

- Connect with Wi-Fi Direct: If your printer supports Wi-Fi Direct, follow the instructions in the printer manual to enable this feature. On your tablet , go to **Settings** > **Wi-Fi**, enable **Wi-Fi**, go to **More settings** > **Wi-Fi Direct**, then touch the printer to establish the connection.

- Connect to your printer's hotspot: If your printer can double as a wireless hotspot, follow the instructions in the printer manual to enable the hotspot and set a password. On your tablet , go to **Settings** > **Wi-Fi**, enable **Wi-Fi**, touch the printer's hotspot, then follow the onscreen instructions to complete the settings.

3 Go to **Settings** > **More connections** > **Printing** > **Default Print Service**, and enable **Default Print Service**.

Print files

To print files under **Gallery** and **Notes**:

- Print pictures: If under **Gallery**, open the picture, tap ⋮ > **Print or export to PDF**, select the printer and follow onscreen instructions.

- Print notes: If under **Notes**, open the note, tap ⋮ > **Print**, select the printer and follow onscreen instructions.

Home Screen & Wallpaper

Set Your Wallpaper

Use a Preset Wallpaper

1 Go to **Settings** > **Home screen & style**, tap **SELECT WALLPAPER**.

2 Touch an image you want to set as the wallpaper.

3 Set the following according to your preferences:

- **Blur**: applies a blur effect, which can be adjusted by dragging the slider.

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.

Manage the Home Screen Layout

You can customize the home screen layout to suit your tablet 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.

Turning on Search Button on Home Screen

You can use either of the following methods to turn on or turn off the search button on home screen:

- Pinch two fingers on the home screen, and tap **Home screen settings** to turn on or turn off **Search button on home screen**.
- Go to **Settings** > **Home screen & style** > **Home screen settings** to turn on or turn off **Search button on home screen**.

Customize Your App Icon Sizes

You can change the size of app icons using any of the following methods:

- Pinch with two fingers on your Home screen to access **Home screen settings** and select **Icon size**. Drag the slider to adjust the icon size according to your preference.
- Go to **Settings** > **Home screen & style** > **Home screen settings** and select **Icon size**. Drag the slider then to set your desired size.

Use Magazine Unlock

Magazine Unlock will change the image displayed on the lock screen every time the screen is turned on.

Enable Magazine Unlock

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

When your tablet 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**, and select or deselect magazine types based on your preferences.

If you deselect all types, your tablet will not download new magazine unlock images and will only display already downloaded images.

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**.

Disable Magazine Unlock

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

Your tablet will no longer automatically switch magazine unlock images. Images saved to favorites 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 icon until it enlarges, 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 mode

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 Screen Brightness, Color Mode, and Color Temperature

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

Automatically Adjust the Screen Brightness

Your tablet will automatically adjust the screen brightness according to the ambient lighting conditions. You can do this in any of the following ways:

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

- Swipe down from the top right of the screen to open the **Control Center**, Tap in the screen brightness adjustment area.

Manually Adjust Screen Brightness

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

- Swipe down from the top right of the screen to open the Control Center, and you can drag the slider to adjust the screen brightness in the area.

- Go to **Settings** > **Display & brightness** and drag the slider to adjust the screen brightness in the area.

Adjust the Color Mode

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

- **Normal**: natural color tones

- **Vivid**: vivid color tones

Adjust the Color Temperature

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

- **Default**: a natural tint

- **Warm**: a yellowish tint

- **Cool**: a whitish tint

- You can touch anywhere on the color circle or drag the spot to adjust the color temperature.

Use Eye Comfort Mode

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

ⓘ • Rest your eyes for at least 10 minutes every half an hour.

   • Look into the distance for your eyes to have a break from the screen and to relieve eye fatigue.

   • Cultivating good eye care habits will protect your vision and prevent near-sightedness.

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 of 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 the Control Center, turn on or off **Dark mode**. Touch and hold it to enter the **Dark mode** setting page.

• Go to **Settings** > **Display & brightness**, tap **Dark** to enter **Dark mode**, and tap **Light** to quit **Dark mode**.

Set Dark Mode to Turn On and Off 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 the usage habit.

Darken the wallpaper in 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**.

Set Dark Mode for Individual Apps

1 Go to **Settings** > **Display & brightness** and make sure **Dark** is on. Tap **Dark mode settings**.

2 Toggle on the switch next to the app. When you open the app again, its background will turn dark.

ⓘ Only some apps support this function.

Apply E-book Mode

After E-book mode is enabled, your tablet 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 Center. 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.

Smart screen resolution adjustment

Go to **Settings** > **Display & brightness** and turn on **Smart resolution**. The system will adjust the screen resolution up or down according to the apps being run.

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.

Set the Default Volume

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

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

ⓘ Calling services are not supported on Wi-Fi only tablets.

Press the Power Button to Mute Your Device When It Rings

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

Set up More settings

Go to **Settings** > **Sound** > **More sound settings** and explore more ways to alert. Such as **Screen lock**, **Screenshot**.

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.

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 the Control Center, turn on or off **Do Not Disturb**. Touch and hold it to enter the **Do Not Disturb** setting page.
- Go to **Settings** > **Sound** > **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 the 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 delayed reminder.

When there are incoming calls, notifications, and messages, the tablet will not be turned on and is muted.

Set a Schedule for Do Not Disturb

1 Go to **Settings** > **Sound** > **Do Not Disturb**, and disable **Do Not Disturb**.

2 Enable **Scheduled**. Your tablet 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** > **Sound** > **Do Not Disturb** and turn on **Do Not Disturb** or **Scheduled**. Then you can:

- Tap **Ring** 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.

ⓘ Calling services are not supported on Wi-Fi only tablets.

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

Turn off Notifications of Some Apps

If you don't want notifications from some apps, you can turn them off by any of the following methods:

- After you receive a notification from an app, you can swipe it left in the Notification Center, and then tap ⚙ > **DISABLE NOTIFICATIONS**.
- Go to **Settings** > **Notifications & status bar**, find and tap the app that you want no notifications from, and then toggle off **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.

Hide Content of Notifications on the Lock Screen

Stop the content of notifications from being seen by others by hiding it from the lock screen.

Go to **Settings** > **Notifications & status bar** > **Notification content on lock screen**, and enable **Show but hide contents**.

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 Notification Method for Apps

Go to **Settings** > **Notifications & status bar**. Select an app to set the notification method for the app.

- 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 ways to be reminded.

  For example, Once the **Calendar** has generated notifications, you can also set **Event alarm reminder**, **Event notification (remind later)**, or **Default event notification**.

ⓘ The notification method supported by each app may be different.

Notifications Turn on Screen

Go to **Settings** > **Notifications & status bar**, and enable **Wake screen for notifications**. Your tablet 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

Face Recognition

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

Enroll Facial Data

1 Go to **Settings** > **Biometrics & password** > **Face Recognition**, and enter your lock screen password.

2 Touch **Add facial profile** and follow the onscreen instructions to enroll your facial data.

3 Select **Enable raise to wake**.

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 enroll the alternate facial data.

Add More Facial Profiles

You can add a maximum of five facial profiles for your tablet so that it can be shared with your beloved ones securely.

1 Go to **Settings** > **Biometrics & password** > **Face Recognition**, and enter your lock screen password.

2 Touch **Add facial profile** and follow the onscreen instructions to enroll your facial data. After finished enrolling, you can set the name of facial data.

Enable Face Unlock

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

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

Enable Face Unlock

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

ⓘ If you have added multiple users to your tablet , 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

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, refer to "Hide Content of Notifications on the Lock Screen" Chapter 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** 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 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**.

Enable Lockdown

There are many ways your tablet can be unlocked. In some cases (such as if you are asleep while taking public transport), password unlock is more secure than other unlock methods. When Lockdown mode is enabled, you will only be able to unlock your tablet using your lock screen password. Other unlock methods will be temporarily disabled.

You must set a lock screen password to use this feature.

1 Go to **Settings** > **Biometrics & password** > **Secure lock settings** and enable **Show Lockdown option** switch button.

2 Press and hold the Power button until the **Lockdown** option is displayed on the screen.

3 Tap **Lockdown** and follow the onscreen instructions to enable Lockdown mode. Once Lockdown mode is enabled, you will only be able to unlock using the lock screen password.

4 Lockdown mode is automatically disabled when you unlock your device, you can use other unlock methods as usual the next time you unlock your device.
If you need to re-enable Lockdown mode, press and hold the Power button and tap the **Lockdown** option again.

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 tablet .

Enable Power plan

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.

Enable Performance Mode

Performance mode adjusts the power settings of your tablet 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**.

Battery Settings

You can also set whether or not to display the battery percentage in the status bar, and whether to maintain a network connection when the tablet screen is turned off.

Display Battery Percentage in the Status Bar

Go to **Settings** > **Battery** (or **System Manager** > **Battery**), touch **Battery percentage**, and select whether the battery percentage will be displayed inside or next to the battery icon.

Stay Connected While Your Device Is Sleeping

Keep your tablet connected to the Internet when it sleeps to continue to receive messages or download data in sleep mode. Please note that this may increase power consumption.

To do so, on the **Battery** screen, touch **More battery settings**, and enable **Stay connected while asleep**.

Storage

Check Storage Usage

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

Clear Tablet Storage

The **Cleanup** of **System Manager** will scan the Storage for redundant files and large files, such as application residues, redundant installation packages, data generated by WeChat, etc., 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** behind the item to be cleaned and follow the instructions to delete redundant files.

> ℹ️ Swipe down from the top of the screen and the tablet will rescan the Storage.

Clean Up Duplicate Files

System Manager can identify duplicate files on your tablet .

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

Security

Used Password Vault to automatically fill in your account number and password

Use Password Vault to save your account number and password for applications and fill them in automatically when logging in to the application. Account numbers and passwords are stored on the device through hardware encryption and are not accessed by Honor, nor are your data uploaded to the Internet or servers.

> ℹ️ • Before using Password Vault, please set a lock screen password for your tablet.
>
> • Some apps may not support Password Vault.

Autofill Usernames and Passwords

1 Go to **Settings** > **Security & privacy** > **Device & data protection** > **Password and passkey** > **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,tablet 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 & privacy** > **Device & data protection** > **Password and passkey** > **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 HONOR tablet when changing a new device. You can quickly log in the new tablet.

View or Delete Stored Usernames and Passwords

You can view or delete the usernames and passwords stored in Password Vault at any time.

Go to **Settings** > **Security & privacy** > **Device & data protection** > **Password and passkey** > **Password Vault** > **ACCOUNTS** to view or delete the stored usernames and passwords.

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 unauthorized 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 list of locked apps, toggle off the switches beside the apps for which you want to cancel App Lock.

- Reset App Lock: Go to ⚙ > **DISABLE APP LOCK** > **DISABLE**. This will cancel all locks, and clear all App Lock settings.

Tablet Safe Mode

Safe mode is a minimal system where only the basic functions and pre-installed apps are active, helping you to identify third-party apps that might be causing system errors.

How Safe Mode Helps

When you believe a system glitch on your tablet might be caused by third-party apps, you may activate Safe mode. It helps diagnose if the issue is with a third-party app or with the system itself.

- If the system runs fine in Safe mode, then a third-party app is likely causing the trouble. While in Safe mode, go to **Settings** > **Apps** > **Apps**and find the troublesome app. Once identified, reboot your device to normal mode and uninstall it.
- If you're still facing issues in Safe Mode, the system might be at fault. Back up your data, and go to anHONORCustomer Service Center for assistance.

Entering or Exiting Safe Mode

- To enter Safe mode, press and hold the Power and Volume Up keys simultaneously as your device powers on. Keep holding until you see a selection screen. Use the volume keys to navigate to **Safe mode**, and then press the Power key to select it. You'll know you're in Safe mode when you see a **Safe mode** message displayedat the lower left corner of your screen.
- To exit **Safe mode**, simply restart your tablet.

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.

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.

Use Location Services

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

Enable or Disable Location Services

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

• Swipe down from the 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 tablet 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 tablet will remind you to enable location services again.

Increase the Accuracy of Location Services

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

ⓘ The feature availability varies by device.

Go to **Settings** > **Location** > **Advanced settings**, then set the options as required.

Allow or Forbid Apps to Obtain Location Information

You can allow or forbid an app to access location information, set to allow only while in use, allow all the time, or deny, and more.

1 Go to **Settings** > **Apps** > **Permission manager**, touch **Location**, and check which apps have been granted access to location information.

2 Touch the corresponding app and follow the onscreen instructions to grant or deny permissions.

Accessibility

Use a TalkBack App

TalkBack apps are designed to assist visually impaired users to use a tablet.

Enable Color Correction to Customize the Screen Color

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

1 Go to **Settings** > **Accessibility features** > **Accessibility** > **Color correction** and enable **Color 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 three 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 color inversion

Color inversion is used to change colors of the text and background on the screen. When this feature is enabled, your tablet will show white text on a black background.

Go to **Settings** > **Accessibility features** > **Accessibility**, turn on the switch for **Color inversion**.

Enable High Contrast Text

This feature can deepen the font color 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**, and adjust **Tap duration** and **Long press duration** as needed.

Shortcuts and Gestures

You can easily access common functions using shortcuts and gestures. You can go to **Settings** > **Accessibility features** > **Shortcuts & gestures** to view the functions supported by this device model.

Triggering Common Functions Through Three-finger Screenshot

You can customize the functions triggered by Three-finger screenshot.

Go to **Settings** > **Accessibility features** > **Shortcuts & gestures** > **Take screenshot**, tap **Three-finger screenshot**.

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 tablet 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, power off and repeat. Your tablet will power on and off automatically at the specified times.

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

Set Multi-User

Add a User or Guest Account

1 Go to **Settings** > **Users & accounts** > **USERS** > **Current user**, touch **Add user** or **Add guest**, then follow the onscreen instructions to add an account.

2 Touch **Add user**, After entering a nickname and touch **ADD**, enter the user space according to the interface prompts and complete the user data configuration. Touch **Add guest** > **ADD**, enter the guest space according to the interface prompts.

3 Install apps as needed. Note that if a newer version of an app has been installed by another user, the app installation will fail.

A maximum of three user and one guest accounts can be added.

Authorize a User or Guest Account to Make Calls

You can set whether to allow a user or guest account to make calls or use other functions on your tablet .

> ⓘ Calling services are not supported on Wi-Fi only tablets.

1 Access your tablet as the administrator and go to **Settings** > **Users & accounts** > **USERS** > **Current user**.

2 Touch the related account, and select the permissions you want to authorize.

Switch Between the Owner, User, and Guest

You can switch to a different account using either of the following methods:

- Swipe down from the top right of the screen to open the Control Center, touch ⬤, then touch the profile picture of the account you wish to switch to.
- Go to **Settings** > **Users & accounts** > **USERS** > **Current user**, and touch the name of the account you wish to switch to.

Delete a User or Guest Account

Deleting a user or guest account will delete all its related data. Please exercise caution.

After accessing your tablet as the owner, use either of the following methods to delete a user or guest account:

- Go to **Settings** > **Users & accounts** > **USERS** > **Current user**, touch the name of the account you wish to delete, then follow the onscreen instructions to delete it.

- Swipe down from the top right of the screen to open the Control Center, touch ⬤ > **MORE SETTINGS**, touch the name of the account you wish to delete, then follow the onscreen instructions to delete it.

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 tablet 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 tablet .

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

Set the Date and Time Automatically or Manually

- Enable **Automatic date & time**, and your tablet will sync to the local date and time over a mobile network.
- To manually set the date and time, disable **Automatic date & time**.

Change the Time Zone

ⓘ This feature may vary by device.

- Enable **Set automatically**, and your tablet 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 tablet will display time in the 24-hour format.

- Disable **24-hour time** and your tablet 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 tablet to your new tablet.

Migrate Data from a Device

1 On your new tablet , 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 tablet 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 tablets running Android 7.0 or later, iOS 8.0 or later.

Back Up with an External Storage Device

Back up data to USB storage devices

When the tablet 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 tablet to the USB storage device with a USB OTG cable.

2 Go to tablet **Settings** > **System & updates** > **Backup & restore** > **Data backup** > **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.

To reset the password, go to the **USB storage** backup screen, tap ⋮ > **Reset password**, and follow on-screen instructions to complete the reset.

ⓘ The reset password is valid only for subsequent backups, not for previous backups.

Recover backup data from USB storage devices

1 Connect the tablet to the USB storage device with a USB OTG cable.

2 Go to tablet **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 Tablet 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 tablet or delete any data.

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

Reset All Settings

This will restore network settings, lock screen passwords and home screen layout. If the tablet supports fingerprint or face recognition, it will also restore fingerprint and face IDs, but will not delete other types of data or files. Other settings, including , user account, device administrator and app settings will not be restored.

ⓘ If you have set password and Fingerprint or Face ID in the app at the same time (such as Safe), the Fingerprint or Face ID will be deleted after restoring the settings, but the password will stay. Please backup the data in advance before restoring the settings.

If Stay in sync is enabled, and the Data Sync switch is turned on, the Wi-Fi setting data stored locally or on the cloud of the tablet and other HONOR devices (logged in to the same HONOR ID) will be restored at the same time.

Go to **Settings** > **System & updates** > **Reset**, tap **Reset all settings**, and restore it based on the prompt.

Restore Factory Settings

This operation will erase data on your tablet , 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 tablet to its factory settings.

Go to **Settings** > **System & updates** > **Reset** > **Reset tablet**, touch **Reset tablet**, and follow the onscreen instructions to restore factory settings.

Update Your Tablet System Online

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

- Before updating, make sure your tablet is running an official system version. Otherwise, the update may fail and your tablet 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 tablet, remove the memory card, or insert a memory card.

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

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

- Download and install the update package: Go to **New version** > **DOWNLOAD AND INSTALL**. To avoid data usage, connect your tablet to a Wi-Fi network when downloading the update package.
  Your tablet will automatically restart once the update is complete.

- Update overnight: Touch ⋮ > **Device settings**, and enable **Auto-download over Wi-Fi** and **Update overnight**.
  Your tablet will automatically update and restart between 02:00 – 04:00.
  To ensure a successful overnight update, make sure that your tablet 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 tablet to a charger if necessary.

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

About Tablet

Legal Notice

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Model: NDL-W09
       NDL-L09
       NDL-L03

MagicOS 8.0_01