3 Home screen and Application list

2.1 Notification and reminder icons

Along the top of your screen is the status bar. On the left side, there will appear, horizontally, a row of icons: message, alarm, clock, weather, and news. On the right side of the status bar, there will be the notification status icon.

2.2 Notification icons

When there are new notifications in the status bar, tap the bar and slide your finger down the screen to open the list of new notifications.

To dismiss the notification, tap the icon.

To clear notifications, tap Clear notifications at the top of the notification window.

To close the notification window, slide your finger up from the bottom.

- Notification area
- Reminder is off (default mode)

<table>
<thead>
<tr>
<th>Notification area</th>
<th>Reminder is on (default mode)</th>
</tr>
</thead>
<tbody>
<tr>
<td>New text or picture message</td>
<td>Click to view message</td>
</tr>
<tr>
<td>Battery is low</td>
<td>Click to view battery level</td>
</tr>
<tr>
<td>New message</td>
<td>Click to view message</td>
</tr>
<tr>
<td>New email</td>
<td>Click to view email</td>
</tr>
<tr>
<td>New voicemail</td>
<td>Click to view voicemail</td>
</tr>
<tr>
<td>New alert</td>
<td>Click to view alert</td>
</tr>
<tr>
<td>New calendar event</td>
<td>Click to view calendar event</td>
</tr>
<tr>
<td>Internet data caps exceeded</td>
<td>Click to view caps exceeded</td>
</tr>
<tr>
<td>No signal</td>
<td>Click to view signal strength</td>
</tr>
<tr>
<td>New call</td>
<td>Click to view call</td>
</tr>
<tr>
<td>Call in progress</td>
<td>Click to view call in progress</td>
</tr>
<tr>
<td>Call is active</td>
<td>Click to view call is active</td>
</tr>
<tr>
<td>Call is on hold</td>
<td>Click to view call is on hold</td>
</tr>
<tr>
<td>Call is on hold</td>
<td>Click to view call is on hold</td>
</tr>
<tr>
<td>No SIM card</td>
<td>Click to view no SIM card</td>
</tr>
</tbody>
</table>

Tip: The notification area is a quick way to view and access your device's status.
4 SIM Card

Your cellular phone model is a SIM card that allows you to use wireless service. Your phone includes SIM card:
1. Insert the SIM and battery.
2. Slide the SIM card in.
3. Open the battery door.
4. Insert the battery and cover it.

5 Battery

You can charge your phone using a charger cable. For instructions on charging, see your system manual.
1. Charge using a charger cable.
2. To charge, connect the cable to the battery port on the bottom side of your phone. Plug the other end of the charger into a wall outlet.
3. 2. Charge using a USB cable.
   You must connect the small end of the USB cable to the micro-USB port on the bottom side of your phone. Plug the other end of the USB cable to the USB port on your computer.

6 Memory Card

Your phone comes with a removable memory card (microSD card) preinstalled. To remove or install a microSD card:
1. Insert the microSD card into the card slot.
2. Slide the memory card in.
3. Slide the microSD card out.
4. Insert the battery and cover it.

7 Power

To turn on the phone, press and hold the End/Call key.

8 Call functions

8.1 Make calls

1. Press anywhere on your phone, press the green Home key.
2. Touch one of the contacts on the screen and press the green Home key.
3. Calling Touch the phone number on the list to call.

8.2 Answer calls

1. To answer a call, press the green Home key.
2. To end the call, press the red End/Call key.
3. Call and hold key.
4. Press to set up a call conference.

9 Contacts

The contacts on your phone are copied into your Google account contact list as well. To view the contacts on your phone, press the Home key and touch Contacts. You can also view the phone by using the Contacts app.

Contact belonging to a specific group can be shown by which group is highlighted in the Contacts app. Only those contacts you select as favorites are displayed in the Favorites tab. If you want to add or edit a name, you can use the Google Search to find the contact, then click the name, and go back to the Contacts app to enter their name.
1. **Email:**

- With Gmail, all unread messages in the same conversation thread appear at the top. To read the messages in a conversation, open the conversation and scroll through the unread messages. The most recent message appears at the bottom.
- The thread for each unread message is highlighted in your inbox, and the thread icon makes it easy to follow. To view the entire thread, select the message and click "view all messages.

2. **Email:**

- To read new messages:
  1. On the Home screen, touch the App drawer button.
  2. Touch Email to display your inbox.
  3. Touch the message to read.

- To write new messages:
  1. On the Home screen, touch the applications button.
  2. Touch Email to display your inbox.
  3. Touch the message icon.

3. **Email:**

- To send an email:
  1. On the Home screen, touch the applications button.
  2. Touch Email to display your inbox.
  3. Touch the message icon.
  4. Touch the mail icon.
  5. Type a name or email address in the To field.