

SAMSUNG

T A B L E T

User Manual

Please read this manual before operating your device and keep it for future reference.

Galaxy Tab A

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Special Features

Learn about your mobile device's special features.

Find My Mobile

Protect your device from loss or theft allowing your device to be locked, tracked, and for your data to be deleted remotely.

For more information, see [“Find My Mobile” on page 120.](#)

Private Mode

Hide personal content from being accessed by anyone else using your device.

For more information, see [“Private Mode” on page 121.](#)

Users

Share this tablet with multiple people by creating User accounts.

For more information, see [“Users” on page 130.](#)

Direct Share

Share content with specific people directly.

For more information, see [“Direct Share” on page 55.](#)

Media Volume Limiter

Limit the maximum output of the device's volume.

For more information, see [“Media Volume Limiter” on page 99.](#)

Multi Window

Multitask by using two applications at the same time.

For more information, see [“Multi Window” on page 26.](#)

Smart Stay

Prevent screen timeout for extended viewing sessions through facial detection with the front camera.

For more information, see [“Smart Stay” on page 106](#).

Music Player

Listen to your favorite songs with the Music player. Navigate through your music library, play songs, and create customized playlists.

For more information, see [“Music Player” on page 75](#).

Getting Started

Learn about your mobile device hardware, assembly procedures, and how to get started using your new device.

Front View



Devices and software are constantly evolving — the illustrations you see here are for reference only.

- **Light sensor**

- Use the ambient light level to adjust the screen brightness and contrast.

- **Power key**

- Press to turn the screen on or off.
- Press and hold to select a power control option.

- **Volume key**

- Adjust the volume of your device's sounds and audio playback. For more information, see ["Volume" on page 98](#).
- In the camera app, press the volume key to take a photo.

Back View



Devices and software are constantly evolving — the illustrations you see here are for reference only.

Set Up Your Device

Learn how to set up your device for the first time.

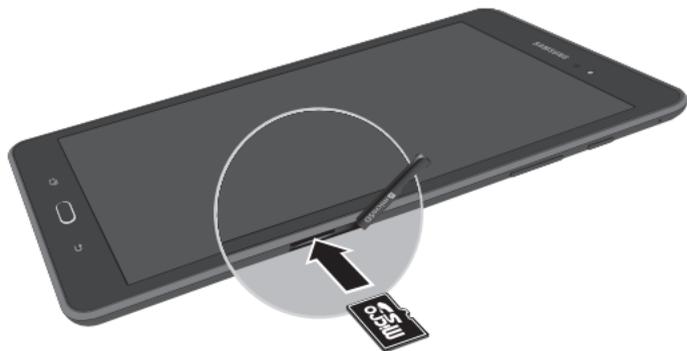
Assemble Your Device

Install an optional memory card (not included), and charge your device before using.

Install a Memory Card

You can install an optional microSD™ memory card (not included) to add more memory space to your device. A memory card can be installed at any time. It is not necessary to install it prior to using the device.

Warning: Small components such as memory cards can pose a choking risk. Please be careful when handling these cards to avoid damaging them.



1. With the tablet's screen facing up, locate and open the memory card slot cover and turn to expose the slot.
2. Carefully slide the memory card into the memory card slot (as shown) until it clicks into place.
3. Close the memory card slot cover.

Charge the Battery

Your device is powered by a rechargeable battery. A charging head and USB cable are included with the device for charging the battery from any standard outlet.

The battery comes partially charged. You can use the device while charging.

Caution: Use only charging devices that are approved by Samsung. Samsung accessories are designed for your device to maximize battery life. Using other accessories may void your warranty and may cause damage.



1. Insert the USB cable into the USB charger/Accessory port.
2. Connect the USB cable to the charging head, and then plug the charging head into a standard outlet.
3. Unplug the charging head from the outlet and remove the USB cable from the device when charging is complete.

While charging, the device and the charger may become hot. This does not affect the device's lifespan or performance and is in the device's normal range of operation.

The charger may stop charging if the battery becomes too hot.

If the device heats up while charging the battery:

1. Disconnect the charger from the device and close any running apps.
2. Wait for the device to cool down, and then begin charging the device again.
 - If the lower part of the device overheats, check for damage to the connected USB cable. Replace the damaged USB cable with a new Samsung-approved cable.

Start Using Your Device

Turn Your Device On or Off

The instructions below explain how to turn your device on or off.

To turn the device on:

- ▶ Press and hold the **Power** key until the device turns on.

To turn the device off:

1. Press and hold the **Power** key.
2. Tap **Power off**, and confirm when prompted.

Use the Setup Wizard

The first time you turn your device on, the Setup Wizard guides you through the basics of setting up your device.

Follow the prompts to choose a default language, connect to a Wi-Fi® network, set up accounts, choose location services, learn about your device's features, and more.

Lock or Unlock Your Device

Use your device's screen lock features to secure your device. By default, the device locks automatically when the screen times out.

To lock the device:

- ▶ Press the **Power** key.

The default Screen lock on your device is Swipe. To choose a more secure screen lock, see [“Set a Secure Screen Lock” on page 119](#).

To unlock the device:

- ▶ Press the **Power** key or **Home** key, and then drag your finger across the screen.

Add a Google Account

Your new device uses your Google™ Account to fully utilize its Android™ features.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Cloud and accounts** > **Accounts**.
3. Tap  **Add account** > **Google**.

Add a Samsung Account

Create a Samsung account for access to Samsung content and apps on your device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Cloud and accounts** > **Accounts**.
3. Tap  **Add account** > **Samsung account**.

Add an Email Account

View and manage all of your email accounts.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Cloud and accounts** > **Accounts**.
3. Tap  **Add account** > **Email**.

Learn About Your Device

Learn some of the key features of your mobile device, including the screens and icons, as well as how to navigate the device and enter text using the keyboard.

Navigation

Learn the basics for navigating through your device.

Touchscreen Navigation

Please note that a touchscreen responds best to a light touch from the pad of your finger or a capacitive stylus. Using excessive force or a metallic object on the touchscreen may damage the tempered glass surface and void the warranty.

Tap

Lightly tap items to select or launch them.

- Tap the keyboard to enter characters or text.
- Tap an item to select it.
- Tap an app shortcut to launch the application.

Double-Tap

Lightly tap items twice to select or launch them.

- Double-tap an image to zoom in or out.

Touch and Hold

Touch and hold items on the screen to activate them.

- Touch and hold a field to display a pop-up menu of options.

Swipe

Lightly drag your finger vertically or horizontally across the screen.

- Swipe the screen to unlock the device.
- Swipe the screen to scroll through the Home screens or menu options.

Drag

Touch and hold an item, and then move it to a new location.

- Drag an app shortcut to add it to a Home screen.
- Drag a widget to place it in a new location on a Home screen.

Pinch and Spread

Pinch the screen using your thumb and forefinger or spread by moving your fingers apart.

- Pinch the screen to zoom out while viewing a picture or a web page.
- Spread your fingers on the screen to zoom in while viewing a picture or a web page.

Common Options

Many of the following common options are usually available on various screens:

-  **More options:** Tap to view more menu options for a screen. This often allows you to select items to delete or share.
-  **Delete:** Tap to select items to delete.
-  **Share:** Tap to select items to share, and then choose a sharing method.
-  **Edit:** Tap to customize the screen.
- **On/Off:** Tap to turn the option on () or off ()
-  **Menu:** Tap to view available options for the field.

Home Screen



Devices and software are constantly evolving — the illustrations you see here are for reference only.

Customize Your Home Screen

Screens

Your device comes with multiple Home screens to hold app shortcuts and widgets. You can add, remove, change the order of screens, as well as choose a different main Home screen.

1. From a Home screen, pinch the screen.
2. Use these options to manage screens:
 - To align shortcuts into a line at the top of a screen, tap  **Align top**.
 - To align shortcuts into a line at the bottom of a screen, tap  **Align bottom**.
 - To remove a Home screen, tap  **Remove**.
 - To set a screen as the main Home screen, tap  **Main**. This screen is displayed when you press the **Home** key.

- To change the order of screens, touch and hold a screen, and then drag it to a new position.
- To add a screen, swipe to the end of the screens, and then tap  **Add**.
- To find the Flipboard Briefing screen, swipe to the left of the screens. To activate this feature, tap **On/Off** at the top of the screen.

App Shortcuts

Use an app shortcut to launch an app from any Home screen.

To add a shortcut:

1. From a Home screen, swipe up to access **Apps**.
2. Touch and hold an app shortcut to open the options menu.
3. Tap  **Add shortcut to Home**.

To remove a shortcut:

1. Touch and hold an app shortcut to open the options menu.
2. Tap  **Remove shortcut**.
 - Removing a shortcut does not delete the app, it just removes the shortcut from a Home screen.

To move a shortcut from one Home screen to another:

1. Touch and hold an app shortcut to release it.
2. Drag the app shortcut to a new Home screen, and then release it.

Use Folders

You can organize App shortcuts in folders on an Apps list screen and Home screen.

For more information, see [“Create and Use Folders” on page 34](#).

Wallpapers

Change the look of the Home and Lock screens with wallpaper. You can display a favorite picture or choose from preloaded wallpapers.

1. From a Home screen, pinch the screen.
2. Tap **Wallpapers** to customize.
3. Tap **From Gallery** to see additional wallpaper images.
4. Tap an image to choose it, and then select which screen you want to use it for.
5. Tap **Set as wallpaper**.

Icon Frames

You can show icons with shaded frames to make them stand out on the Home screen and Apps list screen.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Display** > **Icon frames** and choose one of the following options:
 - **Icons only**: Show icons only.
 - **Icons with frames**: Show icons with shaded frames.
3. Tap **Done**.

Widgets

Widgets are simple application extensions that run on a Home screen.

To add a widget to a Home screen:

1. From a Home screen, pinch the screen.
2. Tap **Widgets**.
3. Touch and hold a widget, drag it to a Home screen, and release it.

To remove a widget from a Home screen:

1. From a Home screen, touch and hold a widget to open the options menu.
2. Tap  **Remove**.

Home Screen Settings

Customize your Home screens and Apps screens.

1. From a Home screen, pinch the screen.
2. Tap **Home screen settings** to customize:
 - **Home screen layout:** Set your device to have a Home and Apps screen, or only a Home screen where all apps are located.
 - **Apps button:** Add an apps button to the Home screen for easy access to the Apps screen.
 - **Quick-open notification panel:** Enable this feature to open the Notification panel from a Home screen by swiping down.
 - **Hide apps:** Select apps to hide.
 - **About Home screen:** View version information.

Status Bar

The Status bar at the top of a Home screen provides device information on the right side and notification alerts on the left.

Status Icons

-  Battery full
-  Battery low
-  Battery charging
-  Mute mode
-  Wi-Fi active
-  GPS active

Notification Icons

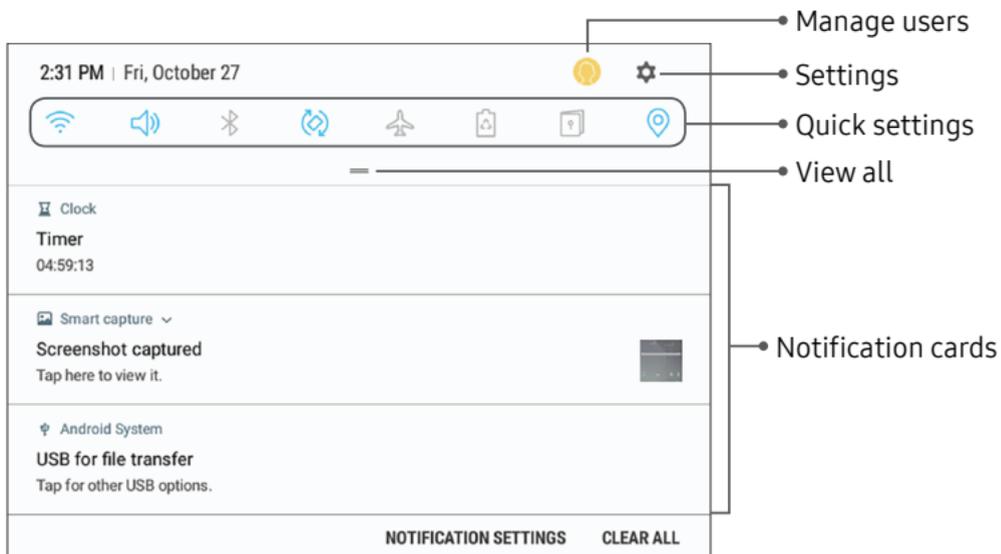
-  New email
-  New Gmail™
-  File download in progress
-  File upload in progress
-  Wi-Fi available
-  App updates available
-  App updates complete

Status Bar Display

Configure display options for the Status bar.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Display** > **Status bar**.
3. Tap **On/Off** to enable the following:
 - **Show recent notifications only:** Display only the three most recent notification icons on the Status bar.
 - **Show battery percentage:** Display the battery charge percentage next to the battery icon on the Status bar.

Notification Panel



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View the Notification Panel

You can access the Notification panel from any screen.

1. Drag the Status bar down to display the Notification panel.
 - To open an item, tap it.
 - To clear a single notification, drag the notification left or right.
 - To clear all notifications, tap **Clear all**.
2. Drag upward from the bottom of the screen or tap  **Back** to close the Notification panel.

Quick Settings

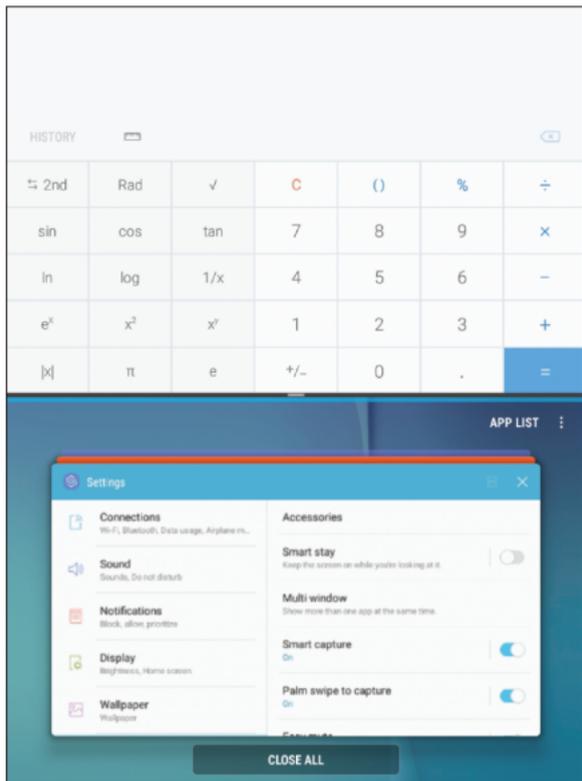
The Notification panel provides quick access to device functions, allowing you to quickly turn them on or off.

1. Drag the Status bar down to display the Notification panel.
2. Drag  **View all** downward.
 - Tap a setting to turn it on or off.
 - Tap  **More options** to reorder Quick settings or to change the button layout.
3. Drag  **View all** upward to close Quick settings.

Multi Window

Multitask by using two applications at the same time. Apps that support Multi window can be displayed together on a split screen. You can switch between the apps and adjust the sizes of their windows.

1. From any screen, touch and hold  **Recent apps**.
2. Tap  **Multi window** in the title bar to launch an application in split screen view.
 - Recently opened apps are displayed in the lower window. Apps that support Multi window have the  **Multi window** icon in their title bar.
 - If there are no recently opened apps that support Multi window, or if you want to launch a different app, tap **App list**.
3. Tap an app in the lower window to add it to the split screen view.



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Window Controls

The Window controls modify the way app windows are displayed in split screen view.

- ▶ Tap the middle of the window border to display the following options:
 -  **Switch windows:** Swap the two windows.
 -  **Open in pop-up view:** Open the selected app in a pop-up window.
 -  **Close app:** Close the selected app.

Multi Window Settings

Additional features are available for Multi window.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Advanced features** > **Multi window**.
3. Tap **On/Off** to enable each of the following options:
 - **Split screen view action:** Touch and hold  **Recent apps** to put the app into split screen view.
 - **Pop-up view action:** Swipe down diagonally from either the right or left top corner of the screen to put the app into pop-up view.

Enter Text

Text can be entered using either an on-screen keyboard or your voice.



- ▶ Tap a text field to display the Samsung keyboard.
 - Tap  **Symbol** to insert symbols.
 - Touch and hold  **Control** for quick access to cut (x), copy (c), paste (v), undo (z), redo (y), and select all (a).

Option Keys

Use these special keys when entering text.

- ▶ From the Samsung keyboard, touch and hold the  **Options** key for the following:
 -  **Voice input:** Enter text using Google Voice™ typing.
 -  **Handwriting:** Use your handwriting to enter text.
 -  **Clipboard:** Access the clipboard.
 -  **Emoticon:** Insert an emoticon.
 -  **Keyboard types:** Change the layout of the keyboard.
 -  **Keyboard settings:** Access keyboard settings.

Note: The Options key displays the last option used.

Configure the Samsung Keyboard

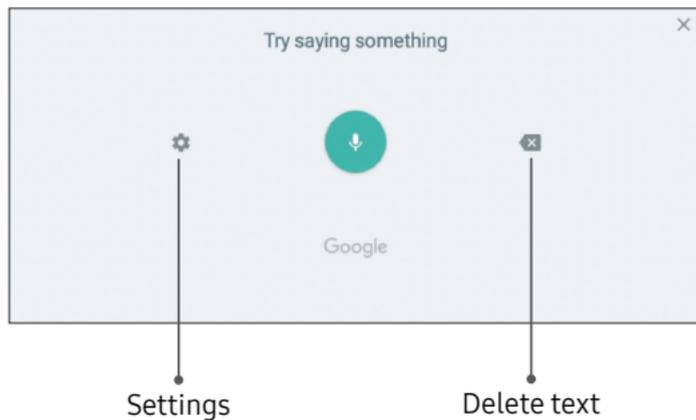
Set customized options for the Samsung keyboard.

1. From the Samsung keyboard, touch and hold  **Options**.
2. Tap  **Keyboard settings** for options:
 - **Languages and types:** Set the keyboard type and choose which languages are available on the keyboard.
 - To switch between languages, slide the Space bar sideways.
 - **Smart typing:** Use predictive text and auto-correction features to prevent common typing mistakes. Type by swiping between letters.

- **Customization:** Use alternative characters, text shortcuts, change the keyboard size, or use a high contrast keyboard.
- **Other settings:** Reset keyboard settings, clear personalized data, and view information about the Samsung keyboard.

Use Google Voice Typing

Instead of typing, enter text by speaking.



1. From the Samsung keyboard, tap  **Voice input**.
2. Tap the screen and speak your text.

Configure Google Voice Typing

Set customized options for Google Voice typing.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **General management** > **Language and input**.
3. Tap **On-screen keyboard** > **Google voice typing**.
 - **Languages:** Select languages for Google Voice typing.
 - **“Ok Google” detection:** Say “OK Google” to launch Google Assistant.
 - **Hands-free:** Allow requests through Bluetooth® devices and wired headsets when the device is locked.
 - **Speech output:** Receive speech output through either the device speaker or a hands-free connection.

- **Offline speech recognition:** Download and install speech recognition languages to use voice input without a network connection.
- **Block offensive words:** Hide offensive words from search results.
- **Bluetooth headset:** Use Google Voice typing with a Bluetooth headset (not included) if available.

Apps

Learn how to change the way apps are displayed, organize apps into folders, and install, uninstall, or disable apps.

Use Apps

The Apps list displays all preloaded and downloaded apps. You can uninstall, disable, or hide apps from view.

Access Apps

Access and launch all applications from the Apps list.

1. From a Home screen, swipe up to access **Apps**.
2. Tap an app's shortcut to launch it.
 - To return to the main Home screen, press the **Home** key.

Add an Apps Shortcut

In addition to swiping to access apps, you can add an Apps button to the Home screen.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **More options** > **Settings** > **Apps button**.
3. Tap **Show Apps button** > **Apply**.

Galaxy Essentials

View and download Samsung apps that are optimized for use with Galaxy devices.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **More options** > **Galaxy Essentials**.

Uninstall or Disable Apps

Uninstall or disable apps you download and install.

1. From a Home screen, swipe up to access **Apps**.
2. Touch and hold an app to open the options menu.
 - To uninstall an app, tap **Uninstall**.
 - To disable an app, tap **Disable**.

Note: Some preloaded apps can only be disabled, not uninstalled. Apps that are disabled are turned off and hidden from view.

Sort Apps

App shortcuts can be listed alphabetically or in your own custom order.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **More options** > **Sort**.
 - **Alphabetical order**: Sort apps alphabetically.
 - **Custom order**: Arrange apps manually.
 - To remove empty spaces between apps, tap  **More options** > **Clean up pages**.

Create and Use Folders

Create a folder to organize App shortcuts on an Apps list screen.

1. From a Home screen, swipe up to access **Apps**.
2. Touch and hold an app shortcut, and then drag it on top of another app shortcut until it is highlighted.
3. Release the app shortcut to create the folder.
 - **Enter folder name**: Name the folder.
 -  **Palette**: Change the folder color.
 -  **Add apps**: Place more apps in the folder. Tap apps to select them, and then tap **Add**.
4. Tap  **Back** to close the folder.

Copy a Folder to a Home Screen

Create a folder and copy it to a Home screen.

1. From a Home screen, swipe up to access **Apps**.
2. Touch and hold a folder, and then drag it to the top or bottom of the screen.
3. Drag the folder to the desired location on the Home screen, and then release it.

Delete a Folder

When you delete a folder, the app shortcuts are returned to the Apps list screen.

1. From a Home screen, swipe up to access **Apps**.
2. Touch and hold a folder to delete.
3. Tap **Delete folder**, and confirm when prompted.

Apps Settings

Manage your downloaded and preloaded apps.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Apps**.
3. Tap  **Menu** to set which apps to view, and then choose **All apps**, **Enabled**, or **Disabled**.
4. Tap  **More options** for the following options:
 - **Sort by size/name**: Sort the apps by size or name.
 - **Default apps**: Choose or change apps that are used by default for certain features, like email or browsing the Internet.
 - **App permissions**: Control which apps have permissions to use certain features of your device.

- **Show/Hide system apps:** Show or hide system (background) apps.
 - **Special access:** Select which apps can have special access permissions to features on your device.
 - **Reset app preferences:** Reset options that have been changed. Existing app data is not deleted.
5. Tap an app to view and update information about the app. The following options may be displayed:
- **Uninstall/Disable:** Uninstall or disable the app. Preloaded apps can only be disabled.
 - **Force stop:** Stop an app that is not working correctly.
 - **Data usage:** View the app's data usage.
 - **Battery:** View battery usage since the last full charge.
 - **Storage:** Manage the app's storage usage.
 - **Memory:** View memory usage.
 - **Notifications:** Configure notifications from the app.
 - **Permissions:** View permissions granted to the app for access to your device's information.
 - **Set as default:** Set the app as a default for a certain category of apps.

Calculator

The Calculator provides basic and advanced arithmetic functions.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Calculator**, and enter the first number using the numeric keys.
3. Tap the appropriate arithmetic function key, and enter the next number.
4. Tap  **Equals** to view the result.
5. Tap  **Clear** to clear the results.

View Calculator History

View and clear your Calculator history.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Calculator**.
 - To view all Calculator history, swipe up or down on the history area of the screen.
 - To clear the Calculator history, tap **Clear history**.

Convert Units of Measurement

Quickly convert units of measurement using the unit converter.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Calculator** >  **Unit converter**.
3. Select a category and use the drop-down menus to choose units of measurement.
4. Enter the numeric value to view the conversion.

Calendar

Manage your events and tasks.

Add Calendars

Add existing calendars to the Calendar app.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Calendar** >  **More options**.
3. Tap **Manage calendars** >  **Add account**, and select an account type.
4. Enter your account information and follow the prompts.

Calendar View

There are several ways the calendar can be viewed.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Calendar** > **View**, and then tap an option:
 - **Year:** Display all twelve months of this year. Swipe across the screen to display another year.
 - **Month:** Display the current month. Swipe across the screen to display another month. Events and tasks are also displayed.
 - **Week:** Display the current week. Swipe across the screen to display another week.
 - **Day:** Display today's schedule by hour. Swipe across the screen to display another day.
 - **Tasks:** Display all tasks.
3. Tap **Today** to return to the current date.

Create an Event

Use your Calendar to create events.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Calendar** >  **Add** to add an event.
3. Enter details for the event, and then tap **Save**.

Share an Event

Share events from your Calendar.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Calendar**, tap an event, and tap again to edit it.
3. Tap **Share**, choose a sharing method, and follow the prompts.

Delete an Event

Delete events from your Calendar.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Calendar**, tap an event, and tap again to edit it.
3. Tap **Delete**, and confirm when prompted.

Create a Task

Use your Calendar to create tasks. Tasks are items you add to the calendar to be accomplished on a certain day. A task is displayed as a checklist item and is removed once you mark the task as complete.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Calendar** > **View** > **Tasks**.
3. Tap  **Add** to add a task.
4. Enter details for the task, and then tap **Save**.

Delete a Task

Delete tasks from your Calendar.

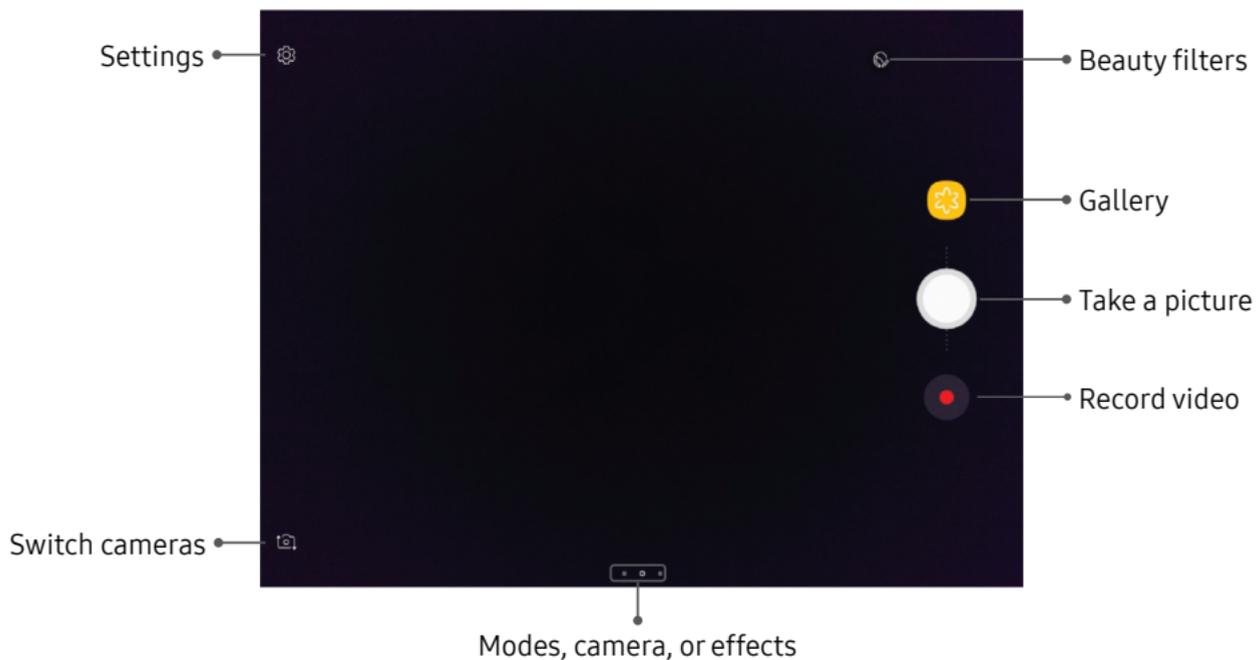
1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Calendar**, and tap a day on the calendar to view the tasks for the day, or tap **View > Tasks**.
3. Tap the **Checkbox** by the task to mark it as complete and remove it from the calendar.
 - To delete a task, tap the task to open it, tap **Delete**, and confirm when prompted.

Calendar Settings

Use Calendar settings to customize your calendar.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Calendar >  More options > Settings**.
3. Tap an option and follow the prompts.

Camera and Video



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Take Pictures

Take pictures with your device's front or rear camera.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Camera**.
3. Use the display screen as a viewfinder by aiming the camera at the subject. While composing your picture, use the available options or these gestures:
 - To focus the shot, tap the screen.
 - To add an effects filter, swipe to the left and tap a filter to apply it to the screen.
 - To add a shooting mode, swipe to the right and select a mode.
 - To quickly switch between the front and rear cameras, swipe the screen up or down.
 - To add a camera setting, tap a Quick settings icon or  **Settings**.
4. Tap  **Take a picture**.

Record Videos

Record high-quality videos using your device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Camera** and aim the camera at your subject.
3. Tap  **Record** to begin recording a video.
 - To temporarily stop recording, tap  **Pause**. To continue recording, tap  **Resume**.
4. Tap  **Stop** when you are finished recording.

Configure Shooting Mode

Allow the camera to determine the ideal mode for your pictures or choose from several shooting modes.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Camera**, and swipe to the right to display the Mode options. Each section indicates which camera (front or rear) the modes are available for, and which options are common to both.

Rear camera

- **Auto**: Allow the camera to determine the ideal mode for the picture.
- **Panorama**: Create a linear image by taking pictures in either a horizontal or vertical direction.
- **Continuous shot**: Touch and hold the Camera button to take pictures continuously.

- **Beauty face**: Enhance facial features automatically when taking pictures.
- **Sports**: Take fast action photos.

Front camera

- **Selfie**: Take selfie shots and apply various effects, such as an airbrushed effect.

Common

-  **More options**: See more options for the camera modes.
- **Sound & shot**: Enrich pictures by adding background sounds for a few seconds.

Camera Settings

Use the icons on the main camera screen and the settings menu to configure your camera's settings.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Camera** >  **Settings**.

Rear camera

- **Picture size:** Select a resolution. Selecting a higher resolution for higher quality requires more memory.
- **Video size:** Select a resolution. Selecting a higher resolution for higher quality requires more memory.
- **Timer:** Take time-delayed pictures or videos.

Front camera

- **Picture size:** Select a resolution. Selecting a higher resolution for higher quality requires more memory.
- **Video size:** Select a resolution. Selecting a higher resolution for higher quality requires more memory.
- **Save pictures as previewed:** Save self-portraits or self-recordings as viewed on the camera screen, not as flipped images.
- **Shooting methods:**
 - **Tap screen:** Tap the screen to take selfies.
 - **Show palm:** Hold the palm of your hand toward the camera to have your picture taken in a few seconds.
- **Timer:** Take time-delayed pictures or videos.

Common

- **Full screen view (16:9):** Preview pictures and videos using the full screen.
- **Grid lines:** Display viewfinder grid lines to help composition when selecting subjects.
- **Location tags:** Attach a GPS location tag to the picture.
- **Review pictures:** Set to show pictures after taking them.
- **Storage location:** Select the memory location for storage.
 - A memory card (not included) must be installed to view Storage location. For more information, see [“Install a Memory Card” on page 9.](#)
- **Floating camera button:** Add an extra camera button that you can move anywhere on the screen in Auto and Selfie modes.
- **Volume key function:** Use the Volume key to take pictures, record video, zoom, or control system volume.
- **Reset settings:** Reset the camera settings.

Clock

The Clock app offers features for keeping track of time and setting alarms.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Clock**, and tap a tab to use a feature.

Alarm

Use the Alarm tab to set one-time or recurring alarms, and choose options for how to be notified.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Clock** >  **Add alarm**.
3. Tap the following items to configure an alarm:
 - **Date**: Choose the day for this alarm.
 - **Time**: Set a time for the alarm.

- **Repeat**: Choose when to repeat the alarm.
- **Alarm name**: Enter a name for the alarm.
- **Snooze**: Allow snoozing. Set interval and repeat values for the alarm while snoozing.
- **Alarm tone and volume**: Choose a sound to play for the alarm, and drag the slider to set the volume of the alarm.
- **Read time aloud**: Read the time aloud when the alarm rings.

4. Tap **Save** to save the alarm.

Turn Off Alarm

At the set alarm time, the device sounds the alarm.

- To stop an alarm, tap **Dismiss**, or swipe  **Dismiss** to the left or right.
- To postpone the alarm, tap **Snooze**.

Delete an Alarm

Delete an alarm that you created.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Clock**, and find the alarm in the alarm list (under **Alarm**), and then touch and hold it to select it.
3. Tap **Delete**.

World Clock

The World clock lets you keep track of the time in multiple cities around the world.

To list a city on the World clock screen:

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Clock** > **World clock** >  **Add city**.
3. Tap a city, or tap **Search** for more cities.
4. Tap **Add** to add the city to your World clock.
 - To remove a city, touch and hold it, and tap **Delete**.

Stopwatch

Time events down to a hundredth of a second.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Clock > Stopwatch**.
3. Tap **Start** to begin timing.
 - To keep track of lap times, tap **Lap**.
4. Tap **Stop** to end timing.
 - To continue timing after stopping the clock, tap **Resume**.
 - To reset the Stopwatch to zero, tap **Reset**.

Timer

The Timer provides a countdown timer for up to 99 hours, 59 minutes, and 59 seconds.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Clock > Timer**.
3. Use the keypad and tap **Hours**, **Minutes**, and **Seconds** to set the length of the Timer.
4. Tap **Start** to begin the Timer.
 - To temporarily stop the Timer, tap **Pause**. To continue timing after pausing, tap **Resume**.
 - To stop and reset the Timer, tap **Cancel**.

Contacts

Store and manage your contacts. You can synchronize with personal accounts added to your device. For more information, see [“Add an Account” on page 128](#).

Add a Contact

Use the following procedure to add a new contact.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Contacts** >  **Create contact**, and then tap contact fields to enter information.
 - Choose a storage location for the contact. You can store the contact on the device or sync it with an account.
 - Tap  **Contact photo** to assign a picture or an animated GIF to the new contact.

- Enter a name and other contact information.
 - Tap  **Add field** to enter additional entries.
 - Tap  **Remove field** to remove an entry.
 - Tap  **View more** for additional fields.
 - Tap the label to the right of an entry to choose a label for the field (for example, Home or Work).

3. Tap **Save**.

Edit a Contact

When editing a contact, you can tap a field and change or delete the information, or you can add more fields to the contact's list of information.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Contacts**, tap a contact, and then tap **Edit**.
3. Tap any of the fields to add, change, or delete information.
4. Tap **Save**.

Share a Contact

Share a contact by using various sharing methods.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Contacts**, tap a contact, and then tap **Share**.
3. Tap either **vCard file (VCF)** or **Text**.
4. Choose a sharing method and follow the prompts.

Import Contacts

Your device can import contacts from an installed memory card (not included).

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Contacts** >  **More options** > **Manage contacts**.
3. Tap **Import/Export contacts**.
4. Tap **Import** and follow the prompts.

Export Contacts

Manually back up contacts to an installed memory card (not included).

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Contacts** >  **More options** > **Manage contacts**.
3. Tap **Import/Export contacts**.
4. Tap **Export** and follow the prompts.

Link Contacts

Consolidate contact information from multiple sources into one contact by linking entries into a single contact.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Contacts**, and then tap a contact.
3. Tap  **More options** > **Link contacts**.
4. Tap contacts to choose them.
5. Tap **Link**.

Unlink Contacts

Unlink contact information that has been linked and restore it to multiple sources.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Contacts**, and then tap a contact.
3. Tap  **More options** > **Manage linked contacts**.
4. Tap  **Disconnect** beside contacts to unlink them from the main contact.

Delete Contacts

Delete a single contact or multiple contacts.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Contacts**, and then touch and hold a contact.
 - You can also tap other contacts or tap the **All** checkbox at the top of the screen to select all contacts.
3. Tap **Delete**, and confirm when prompted.

Favorites

When you mark contacts as favorites, they are easily accessible from other apps.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Contacts**, and then tap a contact.
3. Tap  **Add to Favorites** to mark contacts as Favorites and the star brightens .
 - To remove contacts from Favorites, tap  **Remove from Favorites** and the star dims .

Groups

Use groups to organize your contacts.

Create a Group

Create your own contact groups.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Contacts** >  **More options** > **Groups**.
3. Tap **Create**, and then tap fields to enter information about the group:
 - **Group name**: Enter a name for the new group.
 - **Add member**: Select contacts to add to the new group, and then tap **Done**.
4. Tap **Save**.

Add or Remove Group Contacts

Add more contacts to a group, or remove contacts.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Contacts** >  **More options** > **Groups**, and then tap a group.
3. Tap **Edit**.
 - To add a contact, tap **Add member**, and then tap the contacts you want to add. When finished, tap **Done**.
 - To remove a contact, tap  **Delete** next to a contact.
4. Tap **Save**.

Send an Email to a Group

Send an email to members of a group.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Contacts** >  **More options** > **Groups**, and then tap a group.
3. Tap  **More options** > **Send email**.
4. Tap contacts to select them, or tap the **All** checkbox at the top of the screen to select all, and then tap **Done**.
 - Only group members that have an email address in their records are displayed.
5. Choose an email account and follow the prompts.

Delete a Group

Delete a group you created.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Contacts** >  **More options** > **Groups**, and then tap a group.
3. Tap  **More options** > **Delete**.
4. Tap **Group only** to only delete the group or tap **Group and members** to delete the group and the contacts in the group.

Contacts Settings

These settings allow you to modify settings associated with using the Contacts app.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Contacts** >  **More options** > **Settings**.
3. Tap an option and follow the prompts.

Direct Share

Share content directly with your contacts from within any app. Once enabled, your frequent contacts are displayed in the Share window.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Advanced features** > **Direct share**, and tap **On/Off** to enable.

Email

View and manage all of your email accounts in one app.

To add an email account, see [“Add an Email Account” on page 13](#).

Create and Send an Email

This section describes how to create and send an email using the Email app.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Email** >  **Compose new email**.
3. Tap the **To** field to manually add an email address or tap  **Add from Contacts** to select recipients from Contacts or Groups.
 - If manually entering recipients, enter additional recipients by separating each entry with a semicolon (;). More recipients can be added at any time before the message is sent.

- If adding a recipient from your Contacts, tap the contact to place a checkmark, and then tap **Done**. The contact is displayed in the recipients field.
 - Tap  **Show additional fields** to add Cc and Bcc fields.
4. Tap the **Subject** and **Message** fields to enter text.
 - Tap **Attach** to add an attachment to your email.
 - Tap  **More options** for additional email options.
 5. Review your message and tap **Send**.

Manage the Inbox

There are several tools available from the Inbox screen.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Email**.
 - Tap a message to read and reply or forward it.
 - Tap **Search** to search for key words in your email inbox.
 - Tap **Edit** for additional message options.
 - Tap **Sort by** to customize how messages display.

View Multiple Email Accounts

View email you receive for multiple accounts, or you can view email accounts individually.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Email**.
3. Tap  **Mailbox** at the top left of the screen to choose a different view:
 - **[Account name]**: View email for only one email account.
 - **All accounts**: View all email in a combined inbox.

Remove an Email Account

To remove an email account:

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Email**.
3. Tap  **Mailbox** >  **Settings**.
4. Tap the account you want to remove.
5. Tap **Remove**, and confirm when prompted.

Email Settings

These settings allow you to modify settings associated with using the Email app.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Email**.
3. Tap  **Mailbox** >  **Settings**.
 - Under **General**, tap an option, and then follow the prompts.
 - Tap an account to configure specific settings for only that account.

Galaxy Apps

Find and download premium apps that are exclusive to Galaxy devices. A Samsung account is required to download from Galaxy Apps.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Galaxy Apps**.

Gallery

View, edit, and manage pictures and videos. The following categories allow you to organize your content:

- **Pictures:** View pictures and videos in the order they were saved. Content is organized by date.
- **Albums:** Create custom albums to organize your pictures and videos.
- **Stories:** Create custom collections of related pictures and videos and share them with your contacts.

View Pictures

Pictures stored on your device are viewable in the Gallery app.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Gallery > Pictures**.

3. Tap a picture to view it. Swipe left or right to view other pictures or videos.
 - To mark the picture as a favorite, tap  **Favorite**. The picture is added to Favorites under the Albums tab.
 - To access the following features, tap  **More options:**
 - **Details:** View and edit information about the image, including the date created, location, and properties.
 - **Set as wallpaper:** Set the picture as wallpaper.
 - **Print:** Send the picture to a connected printer.
 - **Open in Photo Editor Pro:** Edit the picture in Photo Editor Pro.

Edit Pictures

Edit pictures stored on your device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Gallery**, and tap a picture to view it.
 -  **Transform**: Rotate, flip, crop, or make other changes to the overall appearance of the picture.
 -  **Effects**: Add visual effects to the picture.
 -  **Stickers**: Add illustrated stickers to the picture.
 -  **Draw**: Make drawings on the picture.
 - Tap **More options** > **Open in Photo Editor Pro** for more editing tools.
3. Tap **Save**, and confirm when prompted.

Play Videos

Play videos stored on your device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Gallery** > **Pictures**.
3. Tap a video to view it. Swipe left or right to view other pictures or videos.
 - To mark the video as a favorite, tap  **Favorite**. The video is added to Favorites under the Albums tab.
 - To view and edit information about the video, including the date created, location, and properties, tap  **Details**.
4. Tap  **Play video**.

Share Pictures and Videos

Share pictures and videos from the Gallery app.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Gallery** > **Pictures**.
3. Tap  **More options** > **Share**, and then tap pictures and videos to select them.
4. Tap **Share**, and then choose an app or connection to use for sharing your selection. Follow the prompts.

Delete Pictures and Videos

Delete pictures and videos stored on your device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Gallery** > **Pictures**.
3. Tap  **More options** > **Edit**.
4. Tap pictures and videos to select them, or tap the **All** checkbox at the top of the screen to select all pictures and videos.
5. Tap **Delete**, and confirm when prompted.

Take a Screenshot

Capture an image of your screen. A Screenshots album is automatically created in the Gallery app.

- ▶ From any screen, press and hold the **Power** and **Volume down** keys.

Screenshot Options

Other methods of taking screenshots can be enabled in Settings.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Advanced features**.
3. Tap **On/Off** to enable each of the following:
 - **Smart capture:** Display additional options after capturing a screenshot, including capturing hidden areas of a scrollable screen, drawing on, cropping, and sharing the screenshot.
 - **Palm swipe to capture:** Capture an image of the screen by swiping the edge of your hand across it, from side to side, keeping your hand in contact with the screen.

Google Apps

The following apps from Google are preloaded on your device. Certain apps require a Google Account.

Chrome

Browse the Internet and bring your open tabs, bookmarks, and address bar data from your computer to your mobile device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Chrome**.

Visit support.google.com/chrome to learn more about Chrome™.

Drive

Open, view, rename, and share files saved to your Google Drive™ cloud account.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Google** folder >  **Drive**.

Visit support.google.com/drive to learn more about Google Drive.

Gmail

Send and receive email messages with Google's web-based email service.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Google** folder >  **Gmail**.

Visit support.google.com/mail to learn more.

Google

Find online content with tools that learn what interests you. Turn on your personalized feed to receive customized content.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Google** folder >  **Google**.
3. Follow the prompts to enable your feed.

Google+

Chat with friends and family, post photos, and see what others are sharing.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Google** folder >  **Google+**.

Visit support.google.com/plus to learn more about Google+™.

Hangouts

Meet friends and family online, share photos, host video calls, and send SMS and Hangouts messages.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Google** folder >  **Hangouts**.

Visit support.google.com/hangouts to learn more.

Maps

Get directions and other location-based information.

You must enable location services to use Google Maps™. For more information, see [“Location” on page 92](#).

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Maps**.

Visit support.google.com/maps to learn more.

Photos

Store and back up your photos and videos automatically to your Google Account.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Google** folder >  **Photos**.

Visit support.google.com/photos to learn more about Google Photos™.

Play Books

Find millions of free e-books and hundreds of thousands more to buy in the eBookstore.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Google** folder >  **Play Books**.

Visit play.google.com/store/books to learn more.

Play Games

Play music and audio files on your device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Google** folder >  **Play Games**.

Visit play.google.com/store to learn more.

Play Movies & TV

Watch movies and TV shows purchased from Google Play. You can also view videos saved on your device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Google** folder >  **Play Movies & TV**.

Visit play.google.com/store/movies to learn more.

Play Music

Play music and audio files on your device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Google** folder >  **Play Music**.

Visit support.google.com/music to learn more.

Play Newsstand

Subscribe to your favorite magazines to read on your device at your leisure.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Google** folder >  **Play Newsstand**.

Visit play.google.com/store/newsstand to learn more.

Play Store

Find new apps, movies and TV shows, music, books, magazines, and games in Google Play™ store.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Play Store**.

Visit support.google.com/play to learn more.

Voice Search

Use voice commands to search the web with Google.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Google** folder >  **Voice Search**.

YouTube

Watch and upload YouTube™ videos right from your device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **YouTube**.

Visit support.google.com/youtube to learn more.

Internet

Access the Internet with a fully-featured web browser.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Internet**.
3. Tap the address field, enter the web address, and then tap **Go** on the keyboard.
 -  **Add to Bookmarks:** Add the current web page to bookmarks.
 -  **Page info:** View the address and certificate for this page.
 -  **Refresh:** Refresh or reload the current web page.
 -  **Back** or  **Back:** Return to the previous page.
 -  **Forward:** Go forward to a recent page.
 -  **Home:** Display your Internet home page.

-  **Bookmarks:** Manage bookmarked pages, saved pages, and browsing history.
-  **More options:** Share, save, or bookmark a web page, open a new secret tab, display Internet app settings, and more.

Quick Menu

Access commonly used features of your browser.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Internet**.
3. Tap  **Quick menu** for the following options:
 -  **Share:** Share the web page with others.
 -  **New tab:** Open a new tab.
 -  **Web page text size:** Change the text size.
 -  **Close:** Close the Quick menu.
 -  **Settings:** Change Quick menu options.

Browser Tabs

Use tabs to view multiple web pages at the same time.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Internet**.
3. Tap  **Add tab**.
 - If all tabs are closed, tap **New tab**.
 - To close a tab, tap  **Close tab**.

Bookmarks Page

The Bookmarks page stores Bookmarks, History, and Saved pages.

Save a Bookmark

Bookmarking a web page saves the web address so that you can launch it quickly.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Internet**.
3. Tap  **Add to Bookmarks**.

Open a Bookmark

Quickly launch a web page from the Bookmarks page.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Internet**.
3. Tap  **Bookmarks** > **Bookmarks**.
4. Tap a bookmark entry.

Save a Web Page

Saving a web page stores its content on your device so that you can access it offline.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Internet**.
3. Tap  **More options** > **Save webpage**.

Open a Saved Web Page

Saved web pages can be opened on your device even if your device is not connected to the Internet.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Internet**.
3. Tap  **Bookmarks** > **Saved pages**.
4. Tap a saved page to open it in the browser.

View History

Launch recently visited web pages in History.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Internet**.
3. Tap  **Bookmarks** > **History**.
4. Tap an entry to launch the web page.

Share Pages

Web pages can be shared with your contacts.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Internet**.
3. Tap  **More options** > **Share**, and follow the prompts.

Secret Mode

Pages viewed in Secret mode are not listed in your browser history or search history, and leave no traces (such as cookies) on your device. Secret tabs are a darker shade than the normal tab windows. Any downloaded files remain on your device after you close the secret tab.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Internet**.
3. Tap  **More options** > **Turn on Secret mode**.
4. Tap **Set password** to protect your Secret mode data with a password.

– or –

Tap **Don't use password**.

5. Browse the Internet as usual.
 - To turn off secret mode, tap  **More options** > **Turn off Secret mode**.

Internet Settings

These settings allow you to modify settings associated with using the Internet app.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Internet**.
3. Tap  **More options** > **Settings**.
4. Tap an option and follow the prompts.

Memo

Write and save memos using the Memo app.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Memo**.
3. Tap  **Create memo**, and type a memo. The following tools are available:
 - **Category**: Add or change the category.
 - **Tasks**: Add tasks.
 - **Image**: Insert an image into the memo.
 - **Drawing**: Create a drawing and add it to the memo.
 - **Voice**: Use your voice to insert text into the memo.
4. Tap **Save** when finished.

Edit Memos

Make edits to memos you create.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Memo**, and tap a memo to view it.
3. Tap the content and make edits.
4. Tap **Save** when you are finished.

Browse Memos

Browse memos you create.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Memo**.
 - Browse memo entries by swiping up or down.
 - To search for a memo, tap **Search**.

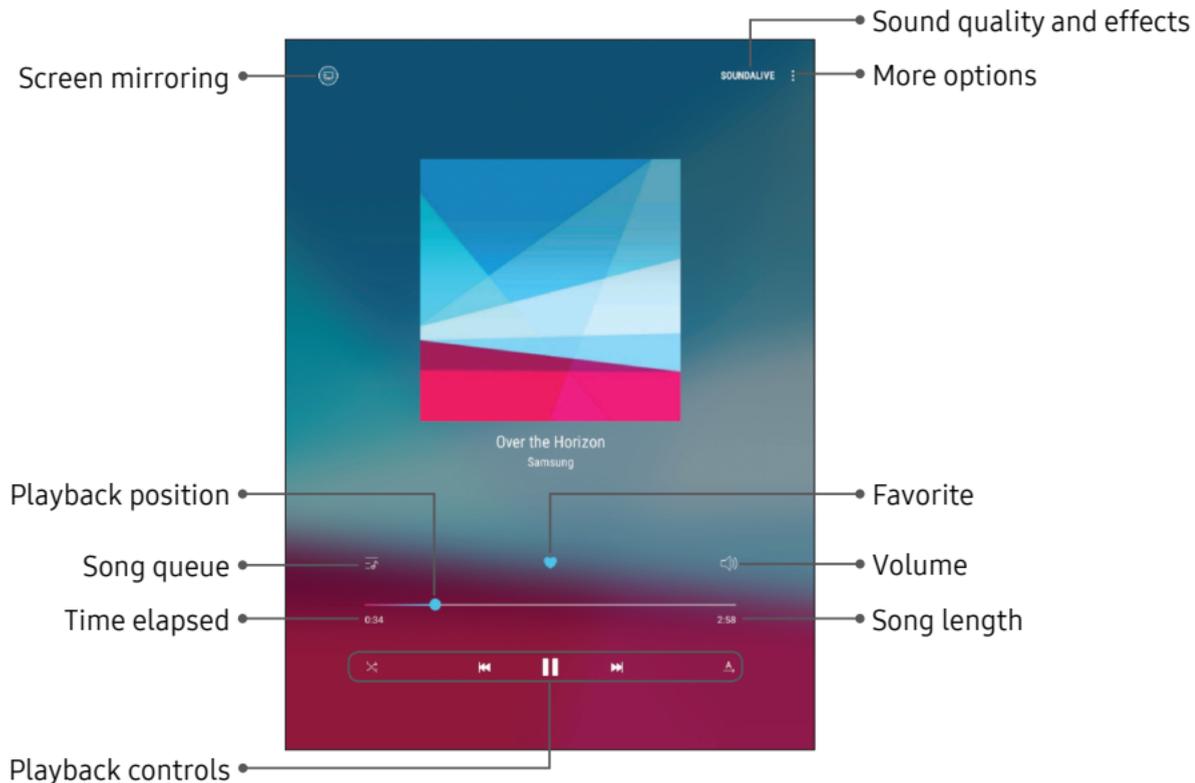
Memo Options

Edit, share, or manage memos.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Memo**.
3. Tap  **More options** for the following options:
 - **Edit:** Select memos to delete or move.
 - **Manage categories:** Create and manage categories to organize your memos.
4. Tap a memo, and then tap one of the following options:
 - **Share:** Send the memo to others using a variety of sharing methods or social media.
 - **Delete:** Delete the memo.
 -  **Favorite:** Mark the memo as a favorite.

-  **More options:**
 - **Pin to Home screen:** Place a shortcut to the memo on a Home screen.
 - **Print:** Select a printer to print your memo.

Music Player



Devices and software are constantly evolving — the illustrations you see here are for reference only.

Listen to Music

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Music**.
3. Tap a library category at the top of the screen to view your music files.
4. Swipe through the list of songs and tap an entry to begin playback.
5. While playing music, use these controls:
 - Tap  **Pause** to pause playback. To start playback again, tap  **Play**.
 - Tap  **Rewind** to move to the previous song. Touch and hold  **Rewind** to rewind through the song. Tap  **Fast-forward** to move to the next song. Touch and hold  **Fast-forward** to move forward through the song.
 - Tap the repeat button to control playback. Choose  **Repeat off** to play all songs once,  **Repeat all** to repeat all songs, or  **Repeat 1** to repeat the current song.

- Tap the shuffle button to control the order songs are played. Choose  **Shuffle off** to play songs in the order they appear in the list or  **Shuffle on** to play songs in random order.
- Tap  **Favorite** to mark a song as a favorite. Whenever a song is a favorite, the star is gold. Favorite songs are included in the Favorites playlist.
- Tap  **Volume** to set the volume. You can also set volume by pressing the **Volume** key on the side of the tablet.

Note: When you close the Music screen, playback continues in the background, allowing you to listen to music while using other features of your tablet. When music is playing in the background, you can access playback controls from the Notification panel.

My Files

View and manage files stored on your device, including images, videos, music, and sound clips.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **My Files**.
3. Tap a category to view the relevant files or folders.
4. Tap a file or folder to open it.

File Groups

Files stored in the device are organized into the following groups:

- **Recent files:** View recently accessed files.
- **Categories:** View your files based on the file type.
- **Tablet:** View folders and files located on the device and optional memory card (not included).

My Files Options

Use My Files options to search, edit, clear file history, and more.

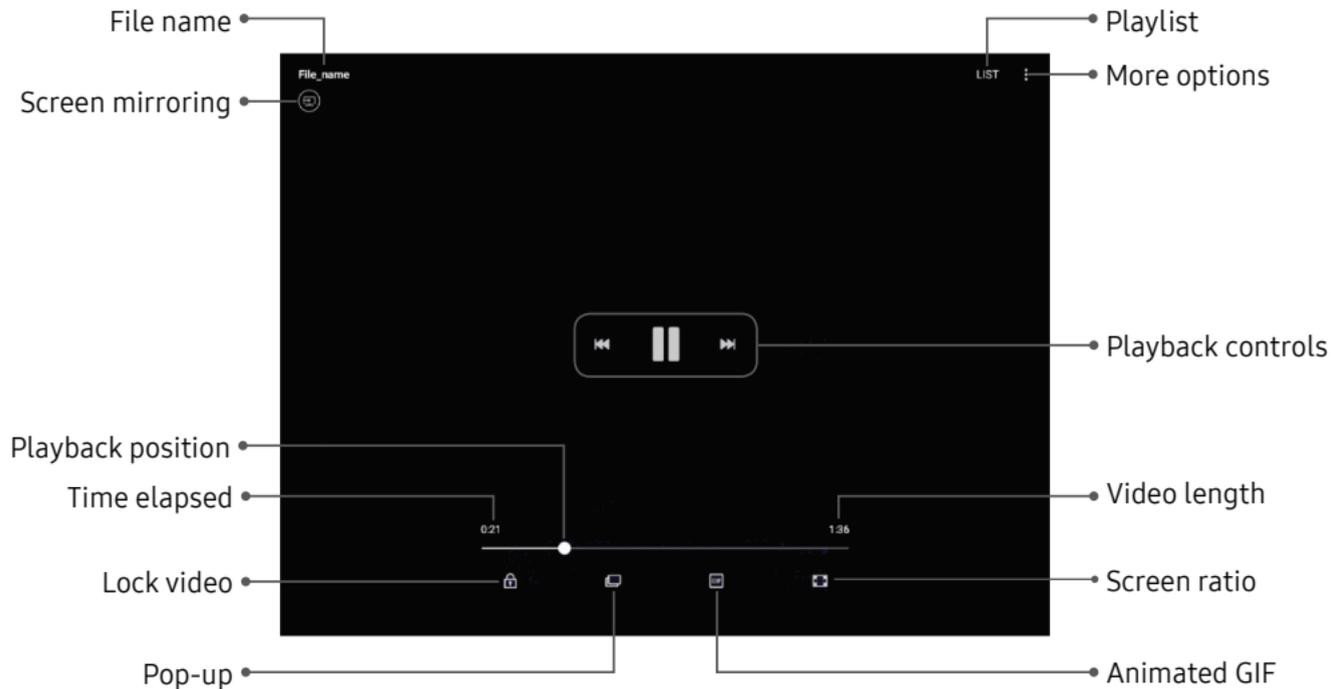
1. From a Home screen, swipe up to access **Apps**.
2. Tap  **My Files**. The following options are available:
 -  **Search:** Search for a file or folder.
 -  **Grid:** Display files in a grid or a list.
 -  **More options:** Tap for the following options:
 - **Get more space:** View storage information for your device.
 - **Settings:** View settings for the My Files app.
3. Tap **Recent files** > **Clear history** to clear the Recent files category. This option only appears if files have been accessed recently.

SideSync

Share screens, windows, and data between a PC and Samsung Android device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **SideSync**.

Video Player



Devices and software are constantly evolving — the illustrations you see here are for reference only.

Manage Videos

Once you have recorded and saved at least one video, the following options are available:

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Video**.
 - Tap  **List** to display videos in a list format, or tap  **Grid** to display videos in a grid format.
 - Tap  **Search** to search for videos.
 - Tap  **More options** for the following options:
 - **Edit**: Select one or more videos to edit or delete.
 - **Share**: Share your videos.
 - **Sort by**: Sort your videos.
 - **About Video**: View version information about the Video app.

View and Play Videos

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Video**, and scroll through the videos stored on your tablet.
3. Tap a video to view it.
 - Tap **List** to display all videos at the bottom of the screen. Tap a video to view it.
 - Tap  **More options** for the following options:
 - **Delete**: Delete the current video.
 - **Share**: Choose an app or connection to use for sharing the current video. Follow the prompts.
 - **Subtitles (CC)**: Turn on available subtitles.
 - **Details**: View and edit information about the picture, including the date created, location, and properties.
 - **Settings**: Modify Video play settings.

Use Pop-Up Play

Multitask with Pop-up player by transforming your video player into a pop-up window. The video will continue to play, and the pop-up window can be resized or moved anywhere on the screen.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Video**.
3. Tap a video to view it.
4. Tap  **Pop-up** to continue playing the video in a floating window.
 - Drag the window to any location on the screen.
 - Use two fingers to pinch or spread to resize the floating window.

Change the Video Screen Size

There are several ways to change the size of the video during video playback.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Video**.
3. Tap a video to view it.
4. Tap the screen ratio icon to cycle through the screen size options:
 -  **Fit to screen:** The video is fit to fill the screen while keeping its original proportions.
 -  **Stretch:** The entire screen is used, which may cause some minor distortion.
 -  **Crop to fit:** The video is enlarged to fit the screen without becoming distorted.

Additional Apps

The following apps are also preloaded on your device.

Excel

View, create, and edit spreadsheets on your device. You can unlock the full Excel® experience with an Office 365™ subscription.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Microsoft Apps** folder >  **Excel**.

Netflix

Watch TV shows and movies, streaming from Netflix.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Netflix**.

OneDrive

Store and share photos, videos, documents, and more in your free online OneDrive® account, which you can then access from your personal computer, tablet, or phone.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Microsoft Apps** folder >  **OneDrive**.

OneNote

Stay organized using text, pictures, or audio notes. Create Quick Notes or review and edit shared OneNote® notebooks using OneDrive.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Microsoft Apps** folder >  **OneNote**.

PowerPoint

View, create, and edit presentations on your device. You can unlock the full PowerPoint® experience with an Office 365 subscription.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Microsoft Apps** folder >  **PowerPoint**.

Skype

Hold video and voice calls, and send instant messages to anyone around the world using Skype®.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Microsoft Apps** folder >  **Skype**.

Word

View, create, and edit documents on your device. You can unlock the full Word experience with an Office 365 subscription.

1. From a Home screen, swipe up to access **Apps**.
2. Tap **Microsoft Apps** folder >  **Word**.

Settings

Configure your device's
connections and settings.

Access Settings

There are a couple of ways to access your device settings.

- ▶ From a Home screen, swipe up to access **Apps**, and then tap  **Settings**.

– or –

Drag down from the Status bar to display the Notification panel, and then tap  **Settings**.

Search for Settings

If you are not sure exactly where to find a certain setting, you can use the Search feature.

1. From a Home screen, swipe up to access **Apps**, and then tap  **Settings**.
2. Tap  **Search**.
3. Enter a word or words in the **Search** field. As you type, settings that match are displayed on the screen.
4. Tap an entry to go to that setting.

Connections

Manage connections between your device and a variety of networks and other devices.

Wi-Fi

Connect your device to a Wi-Fi network.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **Wi-Fi**, and then tap **On/Off** to turn on Wi-Fi.
 - When Wi-Fi is turned on, your device automatically scans for available networks and displays them.
3. Tap the network you want to connect to.
 - When you select an open network, you are automatically connected to the network. Otherwise, enter a password to connect.

Manually Connect to a Wi-Fi Network

Connect your device to a Wi-Fi network that is hidden.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **Wi-Fi**, and then tap **On/Off** to turn on Wi-Fi.
3. Tap  **Add network** at the bottom of the list.
4. Enter information about the Wi-Fi network:
 - **Network name:** Enter the name of the Wi-Fi network.
 - **Security:** Select a security option and enter your password.
 - **Auto reconnect:** Connect to this network automatically whenever available.
 - **Show advanced options:** Add advanced options such as IP settings and Proxy settings.
5. Tap **Connect** to store the information and connect.

Wi-Fi Preferences

Customize advanced Wi-Fi services.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **Wi-Fi**, and then tap **On/Off** to turn on Wi-Fi.
3. Tap **Advanced** for options:
 - **Network notification:** Receive notifications when open networks in range are detected.
 - **Manage networks:** View your saved Wi-Fi networks.
 - **WPS push button:** Connect to a Wi-Fi network by pressing the WPS button on a router.
 - **WPS PIN entry:** Connect to a Wi-Fi network by entering your WPS PIN.
 - **Keep Wi-Fi on during sleep:** Specify whether to disconnect from Wi-Fi when the device is asleep.

- **Install network certificates:** Install authentication certificates.
- **Wi-Fi control history:** View devices that have turned your Wi-Fi on or off.
- **MAC address:** View your device's MAC address, which is required when connecting to some secured networks (not configurable).
- **IP address:** View your device's IP address (not configurable).

Wi-Fi Direct

Wi-Fi Direct uses Wi-Fi capability to share data between devices. A Wi-Fi network connection is not required.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **Wi-Fi**, and then tap **On/Off** to turn on Wi-Fi.
3. Tap **Wi-Fi Direct**.
 - Your device scans for discoverable Wi-Fi Direct devices. To scan again, tap **Scan**.
4. Tap a device, and then follow the prompts to connect.

Share Data with Wi-Fi Direct

Share data with another device using Wi-Fi Direct.

1. From an app, tap  **Share** or  **More options** > **Share**.
2. Tap **Wi-Fi Direct** and follow the prompts.

Receive Data with Wi-Fi Direct

When another device attempts to send a file to your device using Wi-Fi Direct, you will see a request to accept the file.

1. Tap **Accept**.
2. To open the file, drag down the Notification panel and tap **File received**.

Disconnect from Wi-Fi Direct

Disconnect your device from a Wi-Fi Direct device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **Wi-Fi** > **Wi-Fi Direct**.
3. Tap a device to disconnect it.

Bluetooth

Bluetooth allows you to pair your device to another Bluetooth-enabled device. Once a pairing is created, the devices continue to recognize their partnership and exchange information without having to re-enter a passcode.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **Bluetooth**, and then tap **On/Off** to turn on Bluetooth.
 - Your device scans for discoverable Bluetooth devices. To scan again, tap **Scan**.
3. Tap a device, and follow the prompts to connect.

Rename a Paired Device

Rename a paired device to make it easier to recognize.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **Bluetooth**, and then tap **On/Off** to turn on Bluetooth.
3. Tap  **Settings** next to the previously paired device, and then tap **Rename**.
4. Enter a new name, and tap **Rename**.

Share Data with Bluetooth

Use Bluetooth to transfer information to a paired device.

1. From an app, tap  **Share** or  **More options** > **Share**.
2. Tap **Bluetooth** and follow the prompts.

Receive Data with Bluetooth

When another device attempts to send a file to your device using Bluetooth, you will see a request to accept the file.

1. Tap **Accept**.
2. To open the file, drag down the Notification panel and tap **File received**.

Unpair from a Bluetooth Device

When you unpair from a Bluetooth device, the two devices no longer recognize each other.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **Bluetooth**, and then tap **On/Off** to turn on Bluetooth.
3. Tap  **Settings** next to the paired device, and then tap **Unpair**.

Tablet Visibility

Allow other devices to find your mobile device and transfer files.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **Tablet visibility**, and then tap **On/Off**.

Data Usage

View your current Wi-Fi usage.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **Data usage**.
The following options are available:
 - **Wi-Fi data usage:** View data usage over Wi-Fi connections.
 - **Restrict networks:** Select networks to prevent apps that are running in the background from using them.

Airplane Mode

Airplane mode disconnects your device from all networks and turns off connectivity features.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **Airplane mode**.
3. Tap **On/Off** to enable this feature.

Location

Some apps may require one or more location services be turned on for full functionality.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **Location**.
3. Tap **On/Off** to turn on Location services.

4. Tap **Locating method** to select how your location is determined:
 - **High accuracy:** Uses GPS, Wi-Fi, and mobile networks.
 - **Battery saving:** Uses Wi-Fi and mobile networks (no GPS).
 - **Tablet only:** Uses GPS only.
5. Tap **Improve accuracy** to use other connections for determining your location:
 - **Wi-Fi scanning:** Allow apps and services to scan for Wi-Fi networks automatically, even when Wi-Fi is turned off.
 - **Bluetooth scanning:** Allow apps to scan for and connect to nearby devices automatically through Bluetooth, even when Bluetooth is turned off.

Recent Location Requests

Apps that have requested your location are listed under Recent location requests.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **Location**.
3. Tap **On/Off** to turn on Location services.
4. Tap an entry under **Recent location requests** to view the app's settings.

Location Services

Location services store and use your device's most recent location data. Google apps can use this data to improve your search results based on places that you have visited.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **Location**.
3. Tap an entry under **Location services** to use a location service.

Nearby Device Scanning

Your device can use Bluetooth Low Energy to scan for available devices within a 30-foot radius, even when Bluetooth is turned off.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **More connection settings** > **Nearby device scanning**.
3. Tap **On/Off** to enable the feature.

Connect to a Printer

Connect your device to a printer on the same Wi-Fi network.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **More connection settings** > **Printing**.
3. Tap **Download plug-in**, and follow the prompts to add a print service.
4. Tap the print service, and then tap  **More options** > **Add printer**.

Virtual Private Networks

Set up and manage your Virtual Private Networks (VPNs). You must set a secured screen lock before setting up a VPN. For more information, see [“Set a Secure Screen Lock” on page 119.](#)

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **More connection settings** > **VPN**.
3. Tap **Add VPN** and follow the prompts to set up your VPN.

Manage a VPN

Use the VPN settings menu to edit or delete a VPN connection.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **More connection settings** > **VPN**.
3. Tap  **Settings** next to the VPN.
4. Edit the VPN and tap **Save**.
– or –
Tap **Delete** to delete the VPN.

Connect to a VPN

Once you have set up a VPN connection, connecting to and disconnecting from a VPN is easy.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Connections** > **More connection settings** > **VPN**.
3. Tap a VPN, enter your log in information, and tap **Connect**.
 - To disconnect, tap the VPN, and then tap **Disconnect**.

Ethernet

Connect to a network using an Ethernet connection.

1. Connect an Ethernet cable to your device using an Ethernet adapter (not included).
2. From a Home screen, swipe up to access **Apps**.
3. Tap  **Settings** > **Connections** > **More connection settings**.
4. Tap **Ethernet**, and follow the prompts.

Sounds

Configure the sounds used to indicate notifications, screen touches, and other interactions.

Sound Mode

Switch between sound modes, while preserving the individual sound settings you have made.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Sound** > **Sound mode**, and then choose a mode:
 - **Sound**: Use the sounds and volume levels you have chosen in Sound settings for notifications and alerts.
 - **Mute**: Set your device to make no sounds.
 - **Temporary mute**: Set a time limit for muting the device.

Volume

Set the volume level for notifications and other audio.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Sound** > Volume, and drag the sliders.

Note: You can also use the Volume key to adjust the volume. Tap  **More** to customize all volume options.

Use Volume Keys for Media

Set the default of the Volume key to control the media volume.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Sound** > **Use volume keys for media** to enable this feature.

Media Volume Limiter

Limit the maximum output of the device's volume while using headphones or Bluetooth speakers (not included).

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Sound** > **Volume**.
3. Tap  **More options** > **Media volume limiter**.
4. Tap **On/Off** to enable this feature.
 - To set the maximum output volume, drag the **Custom volume limit** slider.
 - To require a PIN to make changes to the volume setting, tap **Set volume limit PIN**.

Easy Mute

Mute sounds and video by covering the screen or turning over the device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Advanced features** > **Easy mute**, and tap **On/Off** to enable this feature.

Notification Sounds

Customize notification sounds for certain apps or choose a default for all notifications.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Sound** > **Notification sounds** and tap an option to customize notifications.

Do Not Disturb

Set your device to mute all or some notifications and sounds during specific time periods.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Sound** > **Do not disturb** and configure the following:
 - **Turn on now:** Enable this option.
 - **Turn on as scheduled:** Configure **Days**, **Start time**, and **End time** to set up a do not disturb schedule.
 - **Allow exceptions:** Customize which notifications are allowed while your device is in Do not disturb mode.
 - **App rules:** Manage rules set by apps.
 - **Hide visual notifications:** Select options for preventing visual notifications for apps silenced by Do not disturb.

System Sounds

Set various other system sound options.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Sound**, and tap to enable each option:
 - **Touch sounds:** Play a sound when you touch or tap the screen to make selections.
 - **Screen lock sounds:** Play a sound when you unlock the screen.
 - **Charging sound:** Play a sound when a charger is connected.

Key-Tap Feedback

Play tones when the keyboard is tapped.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Sound**, and then tap to enable the following option:
 - **Keyboard sound:** Play a sound when the Samsung keyboard is tapped.

Sound Quality and Effects

Choose from advanced sound options to customize your audio experience.

1. From a Home screen, swipe up to access **Apps**.

2. Tap  **Settings** > **Sound** > **Sound quality and effects** for the following options:

- **Equalizer:** Choose an audio preset that is customized to different genres of music.
- **Advanced / Basic:** Manually adjust various sound qualities.
- **Surround:** Re-create the effects of rich surround sound.
- **Tube Amp Pro:** Simulate the soft timbre of a tube amplifier.
- **Concert hall:** Simulate the reverb of a concert hall.
- **Adapt sound:** Follow the prompts to find the best sound for you and use it for music and video.

Separate App Sound

Set apps to play sounds on a speaker or headphones instead of on your device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Sounds** > **Separate app sound**.
3. Tap **On/Off** to enable Separate app sound, and then set the following options:
 - **App:** Choose an app to play its sound on a separate audio device.
 - **Audio device:** Choose the audio device that you want the app's sound to be played on.

Notifications

Customize or block app alerts.

Manage Notifications

Allow or block notifications from apps and services.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Notifications**.
 - To enable notifications, tap **All apps**, or tap **On/Off** next to an app.
 - To configure additional notification settings, tap **Advanced**.
 - To customize individual notification settings, tap an app or service.

Display

Configure your display's brightness, screen timeout delay, and other settings.

Screen Off Settings

Customize when the screen turns off.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Display**.
3. Tap an option to customize:
 - **Screen timeout:** Turn the screen off after a set amount of time.
 - **Screen saver:** Display colors or images after the screen has turned off or while charging.

Smart Stay

Smart stay uses the front camera to detect your face so that the screen stays on while you are looking at it.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Advanced features** > **Smart stay**, and tap **On/Off** to enable the feature.

Screen Brightness

Adjust the screen brightness to suit your surroundings or personal preference. You may also want to adjust screen brightness to conserve battery power.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Display**.
3. Customize the following options:
 - Drag the **Brightness** slider to set a custom brightness level.
 - Tap **Auto brightness** to automatically adjust the screen brightness based on the lighting conditions.

Screen Quality

Customize the screen mode to match your viewing preferences.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Display**.
3. Tap **Screen mode** to choose Adaptive display or a specific type of screen mode based on what you are viewing.

Screen Zoom and Font

Set the screen zoom level and the font size and style.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Display** > **Screen zoom and font** for the following options:
 - Drag the **Screen zoom** slider to adjust the zoom level.
 - Drag the **Font size** slider to adjust the size of text.
 - Tap a font to select it, or tap  **Download fonts** to find new fonts from Galaxy Apps.
3. Tap **OK** to set the screen zoom and font.

Device Maintenance

View the status of your device's battery, storage, and memory. You can also automatically optimize your device's system resources.

Quick Optimization

Improve device performance by optimizing battery and memory usage.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Device maintenance**.
3. Tap **Optimize now**.

Battery

View how battery power is used for device activities.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Device maintenance** > **Battery** for options:
 - **Battery usage**: View battery usage by item since the last full charge.
 - **Power saving mode**: Choose a mode for extending battery life. The estimated remaining times are based on your usage patterns.

- **App power monitor**: Put background apps to sleep to extend battery life.
- **Unmonitored apps**: Select apps to exclude from being put to sleep by the App power monitor.
- **Always sleeping apps**: Prevent apps from running in the background. Selected apps may not receive updates or send notifications.
-  **More options** > **Advanced settings**: Configure advanced battery settings and notifications.

Storage

View the device memory and usage. Mount, unmount, or format an optional memory card (not included).

Device Memory

View and manage the memory used by the device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Device maintenance** > **Storage**.

To increase available memory:

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Device maintenance** > **Storage**.
3. Tap **Clean now** and follow the prompts.

Memory Card

Once an optional memory card (not included) has been installed in your device, the card memory is displayed in the Storage setting.

For more information, see [“Install a Memory Card” on page 9](#).

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Device maintenance** > **Storage**.
3. Tap  **More options** > **Storage settings**.
4. Under **Portable storage**, tap your SD card, and then tap an option:
 - **Format**: Prepare your memory card for storage. Formatting removes all data on the memory card, so back up any data you want to keep.

- **Mount:** When you install an optional memory card, it is automatically mounted (connected to the device) and prepared for use. However, should you unmount the card without removing it from the device, you need to mount it before it can be accessed.
- **Unmount:** Disconnect the memory card from the device to avoid corrupting any data when removing it.

Memory

Check memory usage and stop background apps to improve system performance.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Device maintenance** > **Memory** to view the unused and available memory.
3. Tap **Clean now** and follow the prompts to free up as much memory as possible.

Device Security

Configure and monitor security settings for your device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Device maintenance** > **Device security**.
3. Tap **Scan tablet** to check for security issues.
 - You can tap options under **System protection** and **Anti-Malware** to protect your device.

Language and Input

Configure your device's language and input settings.

Device Languages

Add languages to your device and organize them according to preference. If an app does not support your default language, it uses the next supported language in your list.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **General management** > **Language and input** > **Language**.
3. Tap  **Add language**, and select a language from the list.
4. Touch and hold  **Move** next to a language, and drag it to the top of the list to set it as the device language.
5. Tap **Done**.

Default Keyboard

Select a default keyboard for your device's menus and keyboards. Additional keyboards can be downloaded from the Google Play store.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **General management** > **Language and input**.
3. Tap **Default keyboard**, and select a keyboard.

Manage On-Screen Keyboards

Choose which on-screen keyboards to make available while typing.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **General management** > **Language and input**.
3. Tap **On-screen keyboard** > **Manage keyboards**.
4. Tap a keyboard to add or remove it.

Physical Keyboards

Customize options when you have a physical keyboard connected to your device (not included).

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **General management** > **Language and input**.
3. Tap **Physical keyboard**, and then choose an option:
 - **Show on-screen keyboard:** Show the on-screen keyboard while a physical keyboard is being used.
 - **Keyboard shortcuts:** View a legend of system and in-app shortcuts.

Text-to-Speech Options

Configure the voice used by Text-to-Speech (TTS) and accessibility services.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **General management** > **Language and input** > **Text-to-speech** for options:
 - **Preferred TTS engine:** Choose either the Samsung or Google Text-to-speech engine. Tap  **Settings** next to each TTS engine for options.
 - **Speech rate:** Speed up or slow down the rate of speech.
 - **Pitch:** Raise or lower the tone of speech.
 - **Reset speech rate:** Restore the default rate of speech.
 - **Reset pitch:** Restore the default pitch.

- **Listen to an example:** Play a short demonstration of speech synthesis.
- **Default language status:** View whether the default language is supported by the preferred TTS engine.

Pointer Speed

Set the pointer speed for a connected mouse or trackpad (not included).

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **General management** > **Language and input**.
3. Drag the **Pointer speed** slider to the right to go faster or to the left to go slower.

Date and Time

Date and time are automatically updated if you have a network connection, or they can be set manually.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **General management** > **Date and time**. The following options are available:
 - **Automatic date and time:** Receive date and time updates from the wireless network. When Automatic date and time is disabled, the following options are available:
 - **Set date:** Enter the current date.
 - **Set time:** Enter the current time.
 - **Select time zone:** Choose your local time zone.
 - **Use 24-hour format:** Set the format for displaying time.

Reset

Reset settings that may be causing performance issues.

Reset Settings

Return custom settings to their defaults. Security, language, and account settings are excluded. Personal data and downloaded apps are not affected.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **General management** > **Reset** > **Reset settings**.
3. Tap **Reset settings**, and confirm when prompted.

Reset Network Settings

Reset Wi-Fi, Bluetooth, and other connection settings to their defaults.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **General management** > **Reset** > **Reset network settings**.
3. Tap **Reset settings**, and confirm when prompted.

Factory Data Reset

Erase all data permanently and restore your device to factory settings. Before resetting your device, back up files you want to keep. Data stored on a memory card is not deleted.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **General management** > **Reset** > **Factory data reset**.
3. Tap **Reset** and follow the prompts to perform the reset.
4. When the device restarts, follow the prompts to set up your device.

Auto Restart

Optimize your device by restarting it automatically once a week. Any unsaved data will be lost when the device restarts.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **General management** > **Reset** > **Auto restart**.
3. Tap **On/Off** to activate Auto restart, and then set the weekly restart:
 - **Time:** Set the time of day to restart your device.
 - **Day:** Select the day of the week to automatically restart your device.

Software Update

Check for system updates to install.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Software update** for the following options:
 - **Download updates manually:** Check for software updates.
 - **Scheduled software updates:** Resume an update that was interrupted.

Lock Screen and Security

Secure your device and protect your data
with Lock Screen and Security settings.

Set a Secure Screen Lock

Set a password or gesture to unlock the device or change security settings.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Lock screen and security** > **Screen lock type** and tap a screen lock (**Pattern**, **PIN**, or **Password**).
3. Tap **On/Off** to enable showing notifications on the lock screen. The following options are available:
 - **Hide content**: Do not display notification content on the Lock screen.
 - **Notification icons only**: Hide notification details and show only the icon.
4. Tap **Done** when finished.
5. Configure the following options:
 - **Smart Lock**: Unlock your device automatically when trusted locations or other devices have been detected.
 - **Secure lock settings**: Customize the security level and advanced options of the secure screen lock.

Lock Screen Settings

Configure display settings for the Lock screen.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Lock screen and security** to select what to show on the Lock screen:
 - **Information and FaceWidgets:** Set a roaming clock, FaceWidgets, or contact information to display on the Lock screen.
 - **Notifications:** Select which apps show notifications. Content and notification details can be hidden on the Lock screen.
 - **App shortcuts:** Select apps to open from the Lock screen.

Find My Mobile

Track and control your device remotely if it is lost or stolen. You must sign up for a Samsung account and enable Google location service to use Find My Mobile.

- ▶ To access your device remotely, visit findmymobile.samsung.com.
1. From a Home screen, swipe up to access **Apps**.
 2. Tap  **Settings** > **Lock screen and security** > **Find My Mobile**.
 3. Enter your Samsung account password or, if you are not logged in to your Samsung account, tap **Add account** and follow the prompts. The following options are available:
 - **Remote controls:** Activate or deactivate Remote controls, which allows you to access your device remotely.

- **Google location service:** Activate or deactivate Google location service. This service must be on in order to find your device.
- **Send last location:** Allow your tablet to send its last location to the Find My Mobile server before it is turned off.

Unknown Sources

Allow the installation of apps from sources other than Play Store or Galaxy Apps.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Lock screen and security** > **Unknown sources** to enable this option.

Private Mode

Hide personal content from being accessed by anyone else using your device. Private mode is only available for certain applications.

Note: A secure screen lock (Pattern, PIN, or Password) is required to use Private mode.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Lock screen and security** > **Private mode**.
3. Tap **On/Off** to enable Private mode.
4. Follow the prompts to learn about and set up Private mode.

Encrypt Device

Protect your device by encrypting its data.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Lock screen and security** > **Encrypt device**.
3. Tap **Encrypt device** and follow the prompts to encrypt all data on your device.

Encrypt SD Card

Protect data stored on a memory card by encryption.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Lock screen and security** > **Encrypt SD card**.
3. Tap **Encrypt SD card** and follow the prompts to encrypt all data on your memory card.

View Passwords

Display password characters briefly as you type them.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Lock screen and security** > **Other security settings** > **Make passwords visible** to enable the feature.

Security Update Service

Automatically receive security updates.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Lock screen and security** > **Other security settings** for the following Security update service options:
 - **Security policy updates:** Update the security policy manually or automatically.
 - **Send security reports:** Send encrypted security reports to Samsung for threat analysis.

Device Administration

Activate device administration for apps and features that can erase all data, change system settings, set passwords, and more.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Lock screen and security** > **Other security settings** > **Device administrators**.
3. Tap an option to enable it as a device administrator.

Credential Storage

Manage security certificates from the web. Disable or remove a certificate authority (CA) certificate if it is compromised or cannot be trusted.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Lock screen and security** > **Other security settings** for the following options:
 - **Storage type:** Select a storage location for credential contents.
 - **View security certificates:** Display CA certificates trusted by the system and those installed by the user.
 - **User certificates:** View user certificates.
 - **Install from device storage:** Install a new certificate from storage.
 - **Clear credentials:** Remove all certificates.

Knox Active Protection

Protect your device from cyber attacks.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Lock screen and security** > **Knox active protection**.

Advanced Security Settings

Use these options to configure advanced security settings.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Lock screen and security** > **Other security settings** for the following advanced options:

- **Trust agents:** Activate trust agency for specified services that may bypass the lock screen for improved usability.
 - To view Trust agents, set up a secured screen lock. For more information, see [“Set a Secure Screen Lock” on page 119](#).
- **Pin windows:** Fix an app to the screen such that navigation is not possible. Notifications, calling, and messaging may not be available until the app is unpinned.
- **Usage data access:** Allow specified apps to monitor which apps are used and how often. These apps can identify the service provider, language settings, and other usage data.
- **Notification access:** View the applications that can access notifications you receive on your device.
- **Do not disturb permission:** View which apps have permission to change the Do not disturb settings.

Automatic Unlock

Flip an attached book cover (not included) open to unlock the screen when secure lock is disabled.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Advanced features** > **Accessories**.
3. Tap **On/Off** to enable **Automatic unlock**.

Accounts

Set up and manage accounts, including your Google Account, Samsung account, email, and social networking accounts.

Samsung Cloud

Keep your data safe by backing up and restoring your device. You can also sync your data from multiple devices.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Cloud and accounts** > **Samsung Cloud**.
 - If a Samsung account has not been added, follow the prompts to add one.
3. Once a Samsung account is configured, the following options are available:
 - **Manage cloud storage:** View how much cloud storage your data is using.
 - **Backup settings:** Configure backup for supported apps using your Samsung Cloud account.

- **Restore:** Download any stored backup information to your device.
- **Data to sync:** Tap the following items to enable or disable syncing:
 - **Contacts (Samsung account):** Sync contact info.
 - **Calendar (Samsung account):** Sync your events and tasks.
 - **Memo:** Sync your voice memos, images, and tasks.
 - **Samsung Internet:** Sync bookmarks, saved pages, and opened tabs from your browser.
 - **Keyboard data:** Sync predictive text data.
 - **Gallery:** Sync your images and videos.

- **More options:**
 - **Sync now:** Sync all selected settings for your Samsung account.
 - **Sync information:** Read more information on what can be synced with your Samsung Cloud account.
 - **Settings:** Configure Sync, notifications, or remove your Samsung account.
 - **FAQ:** Launch the Samsung help web site to view additional information based on frequently asked questions.
 - **Contact us:** Contact Samsung.

My Profile

Manage your personal information and Samsung account details.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Cloud and accounts** > **My Profile**.
 - If a Samsung account has not been added, follow the prompts to add one.

Add an Account

Add and manage all of your email, social networking, and picture and video sharing accounts.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Cloud and accounts** > **Accounts** >  **Add account**.
3. Tap one of the account types.
4. Follow the prompts to enter your credentials and set up the account.

Synchronize Accounts

You can synchronize your calendar, contacts, and other types of accounts.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Cloud and accounts** > **Accounts** > **[Account type]**.
3. Tap an account to view the sync settings for that account.
4. Tap individual data items to sync.
5. Tap  **More options** > **Sync now** to synchronize the account.

Account Settings

Each account has its own set of settings. In addition, you can configure common settings for all accounts of the same type.

Account settings and available features vary between account types and service providers. Contact your service provider for more information on your account's settings.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Cloud and accounts** > **Accounts** > **[Account type]**.
3. Tap an account to configure that account's sync settings.
4. Tap other available options for the account type.

Remove an Account

You can remove accounts from your device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Cloud and accounts** > **Accounts** > [Account type].
3. Tap the account and then tap  **More options** > **Remove account**.

Users

Share this tablet with multiple people by creating User accounts. Users have their own space, which they can customize with their own apps, wallpaper, and settings. Users can also adjust tablet settings that affect everyone, such as Wi-Fi.

Restricted profiles allow only limited access to apps and content.

Set Up User Profiles

Set up user profiles and then select one when unlocking the device to use personalized settings.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Cloud and accounts** > **Users**.
3. Tap  **Add user or profile** and follow the prompts to set up a new user or profile.

Switch User Profiles

To access the device with a user profile:

- ▶ From a Lock screen, tap  **Manage users** for the user or profile.

Change User Account Nicknames and Photo IDs

The photo and name each user uses in their personal Contact entry (listed under **My profile** at the top of their Contacts list) is used as their User ID and name.

To change their ID photo and name, each user can edit their personal Contact entry. For more information, see [“Edit a Contact” on page 50.](#)

Delete a User or Profile

To delete a user or profile:

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Cloud and accounts** > **Users**.
3. For a restricted account, tap  **Settings** next to the user profile.
4. Tap  **Delete**, and then confirm when prompted.

Note: Only the device owner can delete other users or profiles. Deleting a user’s profile removes the user account from the device entirely. This includes the user’s Google Account, Samsung account, and any other local accounts associated with the user.

Backup and Restore

Back up your data to your Samsung or Google Accounts.

Samsung Account

Enable backup of your information to your Samsung account.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Cloud and accounts** > **Backup and restore** for options:
 - **Backup settings:** Configure your Samsung account to back up your data.
 - **Restore:** Use your Samsung account to restore your backup data.

Google Account

Enable backup of your information to your Google Account.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Cloud and accounts** > **Backup and restore** for options:
 - **Back up my data:** Enable back up of application data, Wi-Fi passwords, and other settings to Google servers.
 - **Backup account:** Select a Google Account to be used as your backup account.
 - **Automatic restore:** Enable automatic restoration of settings from Google servers. When enabled, backed-up settings are restored when you reinstall an application.

Google Settings

Configure your device's Google settings. Available options depend on your Google Account.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Google**, and select an option to customize.

Accessibility

Accessibility services are special features that make using the device easier for those with certain physical disabilities.

For more information about Accessibility for Samsung products, please contact us at accessibility@sea.samsung.com.

Vision

Enable voice-assisted tools, magnification, and adjustment of text and the device interface to suit your visibility needs.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Accessibility** > **Vision**, and tap an option:
 - **Voice Assistant:** Enable voice feedback. Tap any item to describe it aloud, double tap it to perform the related action, and scroll with two fingers. Extended features include:
 - **Voice Assistant help:** Learn how to interact with Voice Assistant with step by step tutorials.
 - **Dark screen:** Keep the screen turned off at all times for privacy.

- **Rapid key input:** Require only a single tap on the Samsung keyboard to enter text faster.
- **Speak passwords:** Read the characters of your passwords out loud as you enter them.
- **Accessibility shortcut:** Quickly enable accessibility features in two quick steps.
- **Screen zoom and font:** Configure the screen zoom level and font size and style.
- **High contrast fonts:** Adjust the color and outline of fonts to increase the contrast with the background.
- **High contrast keyboard:** Adjust the size of the Samsung keyboard and change its colors to increase the contrast between the keys and the background.
- **Show button shapes:** Show buttons with shaded backgrounds to make them stand out.

- **Magnifier window:** Magnify content shown on the screen.
- **Magnification gestures:** Triple tap to magnify content on the screen. Pinch, spread, or drag with multiple fingers to control the zoom.
- **Large mouse/touchpad pointer:** Enable a large pointer for a connected mouse or touchpad (not included).
- **Grayscale:** Replace all colors with shades of gray.
- **Negative colors:** Reverse white and black colors for text and backgrounds.
- **Color adjustment:** Adjust colors of the screen to compensate for color blindness.

Hearing

Enable visual alerts, subtitles, and other auditory aids for hearing impairment.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Accessibility** > **Hearing**, and tap an option:
 - **Mute all sounds:** Disable all sounds in any sound mode.
 - **Samsung subtitles (CC):** Enable Samsung subtitles with multimedia files when available.
 - **Google subtitles (CC):** Enable Google subtitles with multimedia files when available.
 - **Left/right sound balance:** Use the slider to set the left and right balance when using a stereo device.
 - **Mono audio:** Switch audio from stereo to mono for use with one earphone.

Dexterity and Interaction

Enable features to change the way you perform tasks with or without hands.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Accessibility** > **Dexterity and interaction**, and tap an option:
 - **Universal switch:** Create custom switches to interact with the device using a screen tap, an external accessory, or the front camera for head and facial movements.
 - **Assistant menu:** Operate the device with one hand using a floating menu that can be customized.
 - **Press and hold delay:** Set the amount of delay for touch and hold navigation.

- **Click after pointer stops:** If using a mouse (not included), set your device to automatically click when the cursor stops moving.
- **Interaction control:** Block areas of the screen from touch interaction to prevent accidental taps. Screen rotation and hard keys are disabled while access to calls, notifications, and the notification panel is limited.

More Accessibility Settings

Customize additional accessibility features for your device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Accessibility**, and tap an option:
 - **Text-to-speech:** Set your preferred TTS engine and options. For more information, see [“Text-to-Speech Options” on page 113.](#)

- **Direction lock:** Set a secure screen lock by swiping in a series of directions.
- **Direct access:** Open your accessibility settings by pressing the **Volume up** key and the **Power** key together. A shortcut menu opens when you have added certain accessibility settings.
- **Notification reminder:** Play a sound at set intervals when there are unread notifications.
- **Single tap mode:** Use a single tap instead of a swipe to respond to alarms and alerts.
- **Accessibility settings backup:** Import and export your accessibility settings, or share them with other devices.

Accessibility Services

Additional accessibility apps may be downloaded from the Google Play store.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Accessibility**.
3. Tap an accessibility service.

Other Settings

Configure features on your device that make it easier to use.

About Tablet

View information about your device, including current status, legal information, hardware and software versions, and more.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **About tablet**, and then tap items for more details:
 - **Status:** View the status of the battery, network, and other information about your device.
 - **Legal information:** View legal notices and licenses.
 - **Device name:** View and change your device's name.
 - Additional device information includes the Model number, Android version, Build number, and more.

Help

View your device's user manual on your device.

1. From a Home screen, swipe up to access **Apps**.
2. Tap  **Settings** > **Help**.

Getting Help

Additional resources
for your device.

Videos

samsung.com/spsn

Simulators

samsungsimulator.com

Tips

samsung.com/us/support/tips/galaxy

Samsung Care

samsung.com/us/support

Legal

View legal information
for your device.

Legal Information

READ THIS INFORMATION BEFORE USING YOUR MOBILE DEVICE.

Arbitration Agreement - This Product is subject to a binding arbitration agreement between you and SAMSUNG ELECTRONICS AMERICA, INC. (“Samsung”). You can opt out of the agreement within 30 calendar days of the first consumer purchase by emailing optout@sea.samsung.com or calling 1-800-SAMSUNG (726-7864) and providing the applicable information. For complete terms and conditions that bind you and Samsung, refer to the “Arbitration Agreement” section of the Terms & Conditions, included with the Product.

Find Legal Information Online

The full Arbitration Agreement, Standard Limited Warranty, End User License Agreement (EULA), and Health & Safety Information for your device are available online:

Arbitration Agreement, Standard Limited Warranty, and Health & Safety Information:

Phone:

- English: samsung.com/us/Legal/Phone-HSGuide
- Spanish: samsung.com/us/Legal/Phone-HSGuide-SP

Tablet:

- English: samsung.com/us/Legal/Tablet-HSGuide
- Spanish: samsung.com/us/Legal/Tablet-HSGuide-SP

End User License Agreement:

- English: samsung.com/us/Legal/SamsungLegal-EULA4
- Spanish: samsung.com/us/Legal/SamsungLegal-EULA4/#SPANISH

Find Legal Information on the Mobile Device

The full Arbitration Agreement, Standard Limited Warranty, End User License Agreement (EULA) and Health & Safety Information are also available on the device, in the Samsung legal section of Settings. The location depends on the device, and is usually in the “About device” or “About phone” section, for example:

- **Settings** > **About phone** or **About device** or **About tablet** > **Legal information** > **Samsung legal**
- Or, use the Search feature to search for “Legal”.

Intellectual Property

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Disclaimer of Warranties; Exclusion of Liability

The information below explains that a user accepts this Product as sold, including the hardware and software components as created and packaged for sale. If the user changes these parameters through a unique modification, Samsung will not be held responsible for damages or issues that result from these end-user changes.

Except as set forth in the Standard Limited Warranty that accompanies the Product, the purchaser takes the product "as is", and Samsung makes no express or implied warranty of any kind whatsoever with respect to the product, including but not limited to the:

- merchantability of the product or its fitness for any particular purpose or use;
- design, condition or quality of the product;
- performance of the product;
- workmanship of the product or the components contained therein; or
- compliance of the product with the requirements of any law, rule, specification or contract pertaining thereto.

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Modification of Software

Samsung is not liable for performance issues or incompatibilities caused by your editing of registry settings, or your modification of Operating System (OS) software.

Using custom OS software may cause your device and applications to work improperly. Your carrier may not permit users to download certain software, such as custom OS.

Samsung Knox

Samsung Knox is Samsung's security platform and is a mark for a Samsung device tested for security with enterprise use in mind. Additional licensing fee may be required. For more information about Knox, please refer to: samsung.com/us/knox

Restricting Children's Access to Your Mobile Device

Your device is not a toy. Do not allow children to play with it because they could hurt themselves and others, damage the device, or make calls that increase your device bill. Keep the device and all its parts and accessories out of the reach of small children.

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Phone: 1-800-SAMSUNG (726-7864)

Internet: samsung.com

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Some multimedia (audio/video) files contain Digital Rights Management (DRM) technology to verify you have the right to use the files. Preloaded apps on your device may not be compatible with DRM-protected files.

Screen images are simulated. Appearance of device may vary.

The actual available capacity of the internal memory is less than the specified capacity because the operating system and default applications occupy part of the memory. The available capacity may change when you upgrade the device.

Please check with your service provider to verify qualifying services/features.