HUAWEI Mate40 Pro

User Guide

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Basic Gestures and Shortcuts
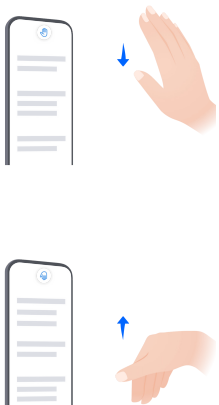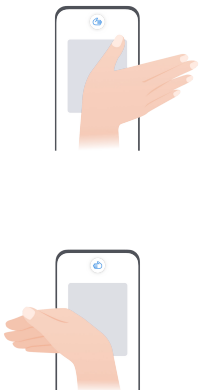
ℹ️ This feature may vary by device.

Air Gestures

You can navigate on your phone using air gestures, without having to touch the screen. For example, you can use air gestures to take a screenshot, scroll up or down, answer a call, or pause audio/video playback.

Go to **Settings** > **Accessibility features** > **Smart Sensing**, and make sure that **Air scroll**, **Grabshot**, or **Air press** is enabled.

	Grabshot To take a screenshot using air gestures: Hold your palm about half an arm's length (20–40 cm, or 8–16 inches) away from the screen, until 🖐 appears at the top of the screen, then make a fist.
	Air press To answer a call, or pause/resume audio/video playback using air gestures: Hold your palm about 30–40 cm (12–16 inches) away from the screen until 🖐 appears at the top of the screen, move your palm closer to the screen, and stop when it is about 5 cm (2 inches) away from the screen. To resume playback, repeat the preceding operation. ℹ️ Air press only takes effect for video playback in the **Video** app. You will not be able to use Air press to control audio playback in the following scenarios: • The screen is locked, and the music control is not displayed on the lock screen. • The music player is running in the background when another app is open. • The music player is opened for the first time after your device is powered on, and no music is playing.
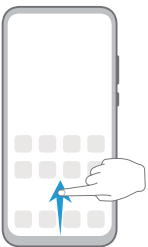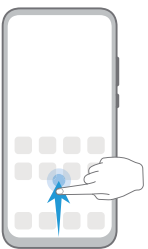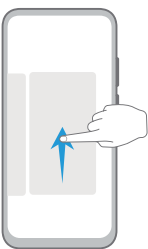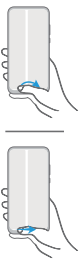
	To scroll up or down on the screen using air gestures:
	· **Scroll up** Hold your hand about half an arm's length (20–40 cm, or 8–16 inches) away from the screen, with your palm facing the screen and your fingers pointing upwards, until appears at the top of the screen, then flick your wrist down. · **Scroll down** Hold your hand about half an arm's length (20–40 cm, or 8–16 inches) away from the screen, with the back of the hand facing the screen and your fingers pointing downwards, until appears at the top of the screen, then flick your wrist up.
	To scroll left or right on the screen using air gestures:
	· **Scroll right** Hold your hand about half an arm's length (20–40 cm, or 8–16 inches) away from the screen, with your palm facing the screen and your fingers pointing right, until appears at the top of the screen, then flick your wrist left. · **Scroll left** Hold your hand about half an arm's length (20–40 cm, or 8–16 inches) away from the screen, with the back of your hand facing the screen and your fingers pointing left, until appears at the top of the screen, then flick your wrist right.

🛈 This feature may vary by device.

System Navigation Gestures

Go to **Settings** > **System & updates** > **System navigation**, and confirm that **Gestures** is selected.
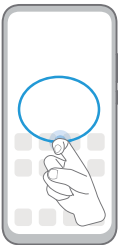
	Return to the previous screen Swipe inward from the left or right edge to return to the previous screen.

	Return to the home screen
	Swipe up from the bottom of the screen to return to the home screen.

	View recent tasks
	Swipe up from the bottom of the screen and hold to view recent tasks.

	Close an app
	When viewing recent tasks, swipe up on an app preview to close the app.

	Switch apps
	• Slide along the bottom edge of the screen. Before using this gesture, go to **System navigation** > **Settings** and confirm that **Slide across bottom to switch apps** is enabled. • Swipe across the bottom of the screen in an arc.
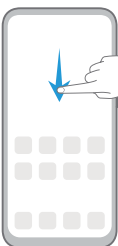
Knuckle Gestures

Go to **Settings** > **Accessibility features** > **Shortcuts & gestures** to enable **Take screenshot**, **Record screen**.
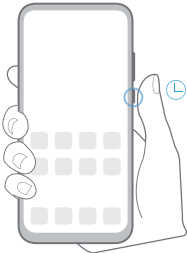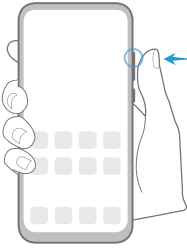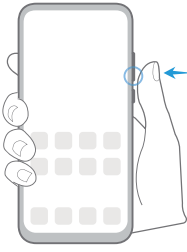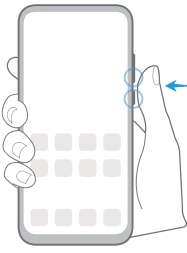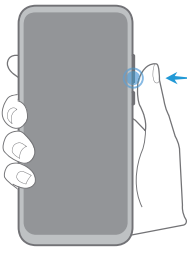
	Take a screenshot
	Knock twice on the screen with a knuckle to take a screenshot.

	Take a scrollshot
	Knock on the screen with a knuckle and draw an "S" to take a scrolling screenshot.

	Capture part of the screen Knock and draw an enclosed area with a knuckle to capture part of the screen.
	Record screen Knock twice on the screen with two knuckles to start or end a screen recording.

More Gestures

	Access Home screen editing mode Pinch two fingers together on the home screen.
	Display the shortcut panel on the lock screen Swipe up from the bottom of the lock screen.
	Display the search bar Swipe down on the home screen.
	Open the notification panel Swipe down from the status bar.

Button Shortcuts

	Power off and restart Press and hold the Power button until the **Power off** and **Restart** options appear.
	Increase the volume Press the Volume up button.
	Decrease the volume Press the Volume down button.
	Take a screenshot Press the Volume down and Power buttons simultaneously.
	Ultra snapshot Double-press the Volume down button when the screen is off or locked to take a photo.

System Navigation

Change the System Navigation Mode

Navigate with Gestures

Go to **Settings** > **System & updates** > **System navigation**, and enable or disable **Gestures**.

You can then:

- Go back to the previous screen: Swipe inward from the left or right edge.

- Return to the home screen: Swipe up from the bottom of the screen.
- Access the recent tasks screen: Swipe up from the bottom of the screen and hold.
- Close an app: From the recent tasks screen, swipe up on an app preview. Swipe down on an app preview to lock an app. A locked app will not be cleared when you touch 🗑 on the recent tasks screen.
- Switch apps: Swipe across the bottom of the screen in an arc. Or when **Slide across bottom to switch apps** is enabled, swipe across the bottom edge of the screen.

You can enable **Show navigation bar** to display the navigation bar to assist your gesture operations.

Use Three-Key Navigation

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

- Touch ◁ to return to the previous menu or exit the current app. You can also use this key to close the onscreen keyboard.
- Touch ◯ to return to the home screen.
- Touch ☐ to access the recent tasks screen.

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

- Select a navigation key combination.
- Enable **Hide navigation keys** to allow you to hide the navigation bar when not in use.
- Touch ⯯ (if available in the selected navigation key combination) to open the notification panel.

Use the Navigation Dock to Operate the Phone

Go to **Settings** > **System & updates** > **System navigation** > **More**, and enable **Navigation dock**.

After the Navigation dock button appears, you can:

- Drag the button to your desired position.
- Touch the button to go back.
- Touch and hold the button, then release it to go back to the home screen.
- Touch and hold the button, then swipe left or right to view recent tasks.
- ⓘ The feature availability varies by device.

Phone Clone

Use Phone Clone to Move Data to Your New Device

Phone Clone lets you quickly and seamlessly move all the basic data (including contacts, calendar, images, and videos) from your old phone to your new phone.

Migrate Data from an Android Device

1 On your new phone, open the **Phone Clone** app. Alternatively, go to **Settings** > **System & updates** > **Phone Clone**, touch **This is the new device**, then touch **Huawei** or **Other Android**.

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

3 On your old device, open the **Phone Clone** app and touch **This is the old device**. Follow the onscreen instructions to connect your old device with your new phone by scanning a code or connecting manually.

4 On your old device, select the data you want to clone, then touch **Transfer** to start cloning.

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

Migrate Data from an iPhone or iPad

1 On your new phone, open the **Phone Clone** app. Alternatively, go to **Settings** > **System & updates** > **Phone Clone**, touch **This is the new device**, then touch **iPhone/iPad**.

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

3 On your old device, open the **Phone Clone** app and touch **This is the old device**. Follow the onscreen instructions to connect your old device with your new phone by scanning a code or connecting manually.

4 On your old device, select the data you want to clone, then follow the onscreen instructions to complete the data cloning.

ⓘ **Phone Clone** is only available on phones running iOS 8.0 or later.

Lock and Unlock Your Screen

Lock and Unlock Your Screen

Lock the Screen

If your phone remains inactive for a period of time, it will automatically lock the screen and enter sleep mode to save power.

Alternative, you can manually lock the screen in either of the following ways:

· Press the Power button.

· On the home screen, pinch two fingers together to enter screen editing mode. Touch **Widgets**, then drag the **Screen Lock** icon to the home screen. You can now touch the **Screen Lock** icon to lock the screen.

Set the Screen Timeout Period

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

Keep the Screen On While Looking

You can set the screen to stay on while you are looking at it, such as when you are reading.

Go to **Settings** > **Accessibility features** > **Smart Sensing**, and ensure that **Keep screen on while looking** is enabled.

Turn On the Screen

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

· Press the Power button.

· Go to **Settings** > **Accessibility features** > **Shortcuts & gestures** > **Wake screen**, and enable **Raise to wake**, **Double-tap to wake**, and/or **Show palm to wake**. Then use the corresponding feature to turn on the screen.

  ⓘ If your phone does not have this option, it indicates that this feature is not supported.

Unlock the Screen with Password

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

Use Face Unlock

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

Use Fingerprint Unlock

Once the screen is turned on, the fingerprint icon will display on the screen. Touch the icon with an enrolled finger to unlock the screen.

Change the Lock Screen Display

When using an official theme, you can set to display your step count and signature on the lock screen.

Display Your Signature on the Lock Screen

Go to **Settings** > **Home screen & wallpaper**, touch **Lock screen signature**, then type text to display on the lock screen.

To remove the signature, touch **Lock screen signature** and delete the text.

Access Apps from the Lock Screen

You can access commonly used apps, such as Camera, Recorder, and Calculator, from the lock screen.

- Turn on the screen, and swipe up on the Camera icon in the lower right corner to open **Camera**.
- Turn on the screen, and swipe up from the bottom of the lock screen to open the shortcut panel. Then touch the app you wish to access from the available shortcuts, such as **Flashlight**, **Calculator**, or **Timer**.

Get Familiar with the Home Screen

Get Familiar with the Home Screen

From the home screen, you can:

- Check the status of your phone and notifications from the status bar at the top of the screen.
- Swipe left or right to view apps and widgets displayed on the home screen.

Status bar: shows notification and status icons

Display area: shows app icons, folders, and widgets

Page indicator dots: show position of the current page on the home screen

Shortcut panel: a place to keep frequently used apps
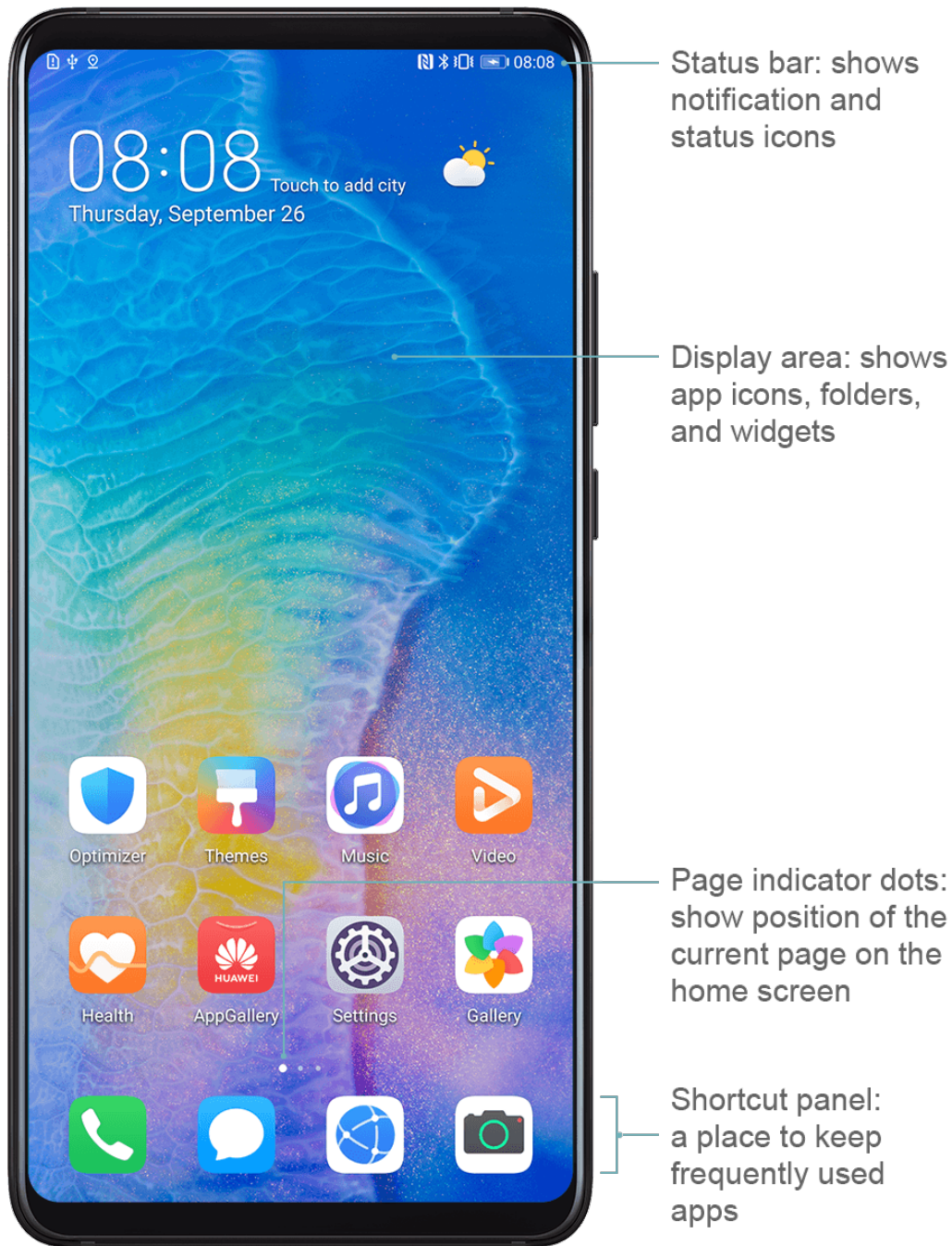
Notification and Status Icons

Notification and Status Icons

ℹ️ Network status icons may vary according to your region or network service provider.
Supported functions vary according to the device model. Some of the following icons may not be applicable to your phone.

📶	5G network connected	📶	4G network connected
📶	3G network connected	📶	2G network connected
📶	Full signal strength	📶	Roaming

	Data saver enabled		No SIM card detected
	Hotspot enabled		Hotspot connected
	Wi-Fi connected		Hotspot disconnected
	Switching network via Wi-Fi+		Alarm set
	Battery empty		Low battery
	Charging		Quick charging
	Super charging		Super wireless charging
	Quick wireless charging		Regular wireless charging
	Power saving mode enabled		Digital balance enabled
	Bluetooth enabled		Bluetooth device battery
	Bluetooth device connected		VPN connected
	Driving mode		Projection device connected
	Location service enabled		Eye comfort mode enabled
	Headset connected		Headset with a microphone connected
	Calling		VoLTE enabled
	Missed call		Unread SMS
	Silence		Vibration
	NFC enabled		Do Not Disturb mode enabled
	Data syncing		Data sync failed
	Performance mode enabled		New email
	Event reminder		More notifications

✈ Airplane mode enabled

Shortcut Switches

Use Shortcut Switches

Turn on a Shortcut Switch

Swipe down from the status bar to open the notification panel, then swipe down on it again to show all shortcuts.

08:08
Saturday, August 8

No notifications

Sort shortcut switches

Go to Settings

Touch to enable or disable the feature

Touch and hold to access feature settings

Swipe down to reveal more shortcut switches
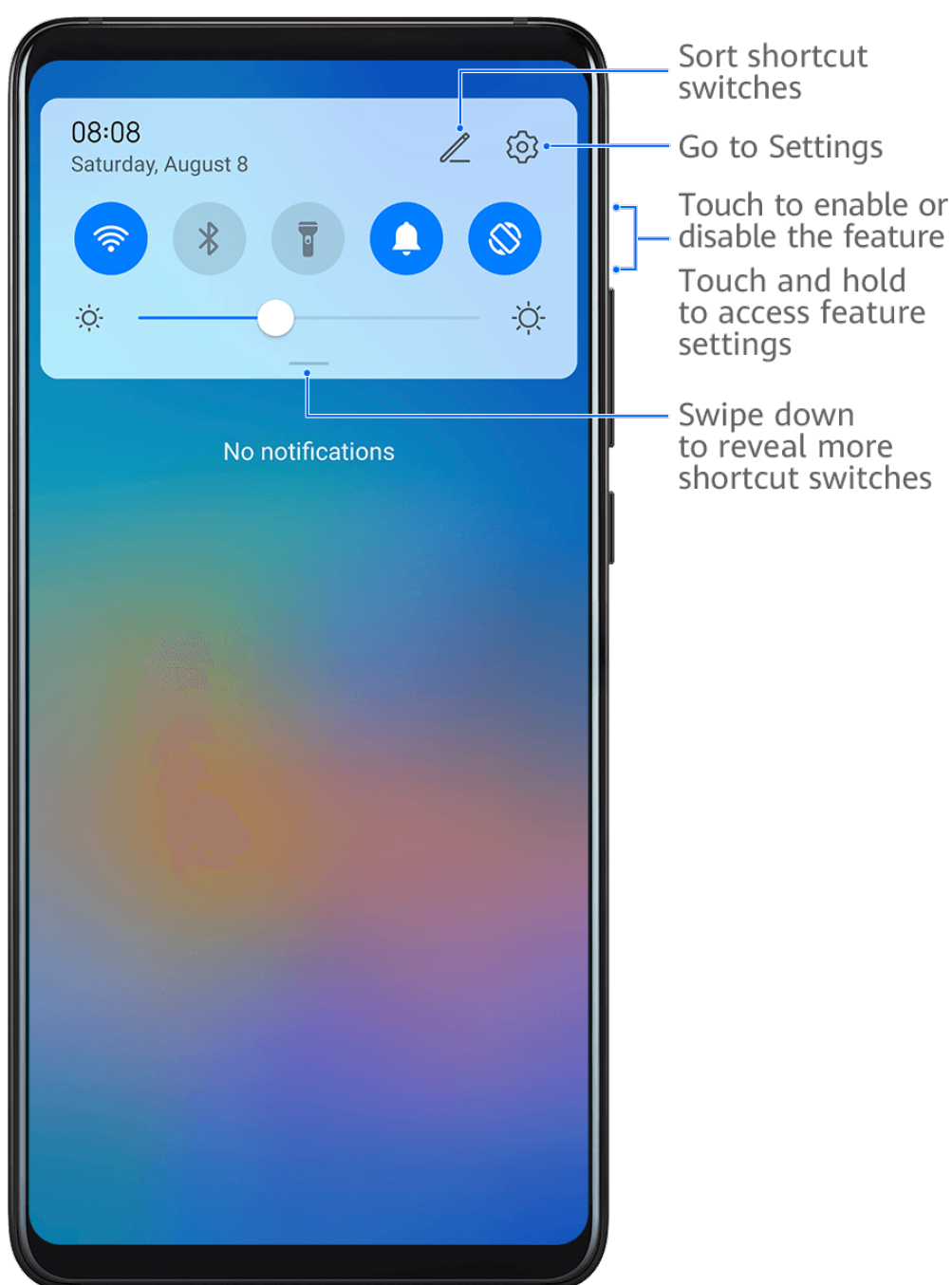
- Touch a shortcut switch to enable or disable the corresponding feature.

- Touch and hold a shortcut switch to access the settings screen of the corresponding feature. (Supported by some features.)

- Touch ⚙ to access the system settings screen.

Customize Shortcut Switches

Touch ✏, touch and hold a shortcut switch, then drag it to the desired position.

打开应用常用功能

Access Frequently Used App Features from the Home Screen

You can access frequently used features of certain apps from app icons on the home screen, and even add shortcuts for these features to the home screen.

Quickly Access Frequently Used App Features

Touch and hold an app icon until a pop-up menu is displayed, then touch a frequently used feature to access it.

For example, touch and hold the ■ icon, then touch a shooting mode, such as Selfie or Video, from the pop-up menu to access it.

> ℹ If no pop-up menu is displayed after you touch and hold an app icon, it indicates that the app does not support this feature.

Add Frequently Used App Features to the Home Screen

Touch and hold an app icon on your home screen to bring up the pop-up menu. Touch and hold the desired feature and drag it to your home screen to create a shortcut.

Home Screen Widgets

Add, Move, or Delete Home Screen Widgets

You can add, move, or delete home screen widgets, such as Screen lock, Weather, Notepad, Clock, Contacts, **Petal Search** and Calendar, according to your personal requirements.

Add Weather, Clock, and Other Widgets to the Home Screen

1 Pinch two fingers on the home screen to access Home screen settings mode.

2 Touch **Widgets**, then swipe left to view all widgets.

3 Some widgets, such as **Weather**, come in various formats. Touch the widget to show all formats, and swipe right to collapse.

4 Touch a widget to add it to the home screen. If there is no room on the current screen, touch and hold it, then drag it to a different screen.

ⓘ To configure the **Weather** app, open it, and touch ⋮ to set the configurations as prompted.

For example, to switch between Celsius and Fahrenheit, go to ⋮ > **Temperature unit**, and touch **Celsius (℃)** or **Fahrenheit (℉)**.

Move or Delete a Widget

Touch and hold a widget on your home screen until your phone vibrates, then drag it to the desired position or touch **Remove**.

Set Your Wallpaper

Set Your Wallpaper

Use a Preset Wallpaper

1 Go to **Settings** > **Home screen & wallpaper** > **Wallpaper**.

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

3 Set the following according to your preferences:

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

- **Scrollable**: enables the wallpaper to be scrollable on the home screen.

4 Touch ✓, then determine whether you'd like to set it as the wallpaper for the **Lock screen**, **Home screen**, or **Both**.

Set an Image from Gallery as Your Wallpaper

1 Open **Gallery**, and open the image you want to set as your wallpaper.

2 Go to ⋮ > **Set as** > **Wallpaper**, then follow the onscreen instructions.

Screenshots & Screen Recording

Take a Screenshot

Take a Grabshot

1 Go to **Settings** > **Accessibility features** > **Smart Sensing** > **Grabshot**, and make sure that **Grabshot** is enabled.

2 Place your hand half an arm's length away from the screen with your palm facing the screen, and wait for 🖐 to appear at the top of the screen. Then close your fist to capture a screenshot.
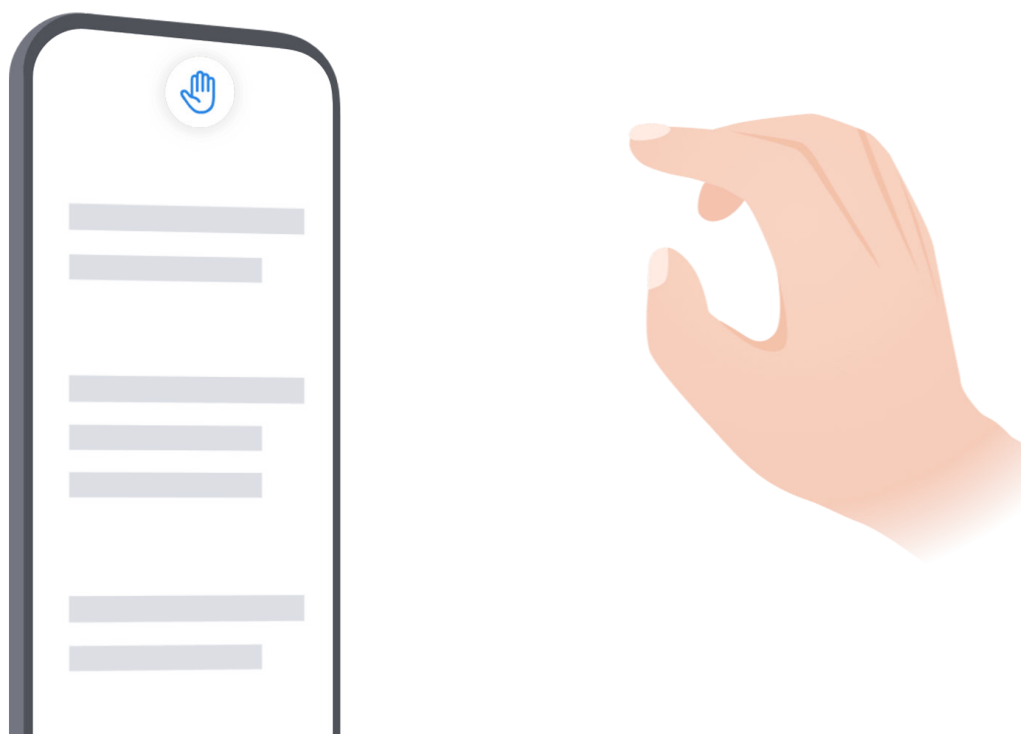
ⓘ This feature may vary by device.

Use Your Knuckle to Take a Screenshot

1 Go to **Settings** > **Accessibility features** > **Shortcuts & gestures** > **Take screenshot**, and ensure that **Knuckle screenshots** is enabled.

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

Use a Key Combination to Take a Screenshot

Press and hold the Power and Volume down buttons simultaneously to take a screenshot.

Use a Shortcut to Take a Screenshot

Swipe down from the status bar to open the notification panel, then swipe down on it again to show all shortcuts. Touch ✂ to take a screenshot.

Share and Edit a Screenshot or Switch to Scrollshot

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

- Swipe down on the thumbnail to take a scrolling screenshot.
- Swipe up on the thumbnail to select a way to share the screenshot with your friends.
- Touch the thumbnail to edit or delete it. You can also touch **Scrollshot** to take a scrolling screenshot.

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

Use Your Knuckle to Take a Scrolling Screenshot

1 Knock the screen with a knuckle and hold to draw an "S". The screen will automatically scroll down to the bottom for you to capture the entire page.

2 You can touch the screen at any point to stop the screenshot.

Take a Partial Screenshot

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

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

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

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

3 Touch ⊟ to save the screenshot.

Precautions for Using Knuckle Screenshots

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

- Keep your knuckle vertical to the screen.

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

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

Record the Screen

Record your screen activities in sharable videos to compose a tutorial, show off your awesome gaming skills, and a lot more.

Use a Key Combination to Start Screen Recording

Press and hold the Power and Volume up buttons simultaneously to start screen recording. To stop recording, press and hold both buttons again.

Use a Shortcut to Start Screen Recording

1 Swipe down from the status bar to open the notification panel, then swipe down on it again to show all shortcuts.

2 Touch **Screen Recorder** to start screen recording.

3 To stop the recording, touch the timer at the top of the screen.

4 The recording will be saved to **Gallery**.

Use Two Knuckles to Start Screen Recording

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

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

Record Your Voice During Screen Recording

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

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

. You can now record your voice.

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

View and Clear Notifications

View and Clear Notifications

View Notifications

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

Clear Notifications

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

- You can touch 🗑 to clear all notifications.

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

Do Not Disturb Settings for Notifications

If you wish not to be disturbed by a notification, swipe left on it, touch ⚙️, and choose from options including **Disable notifications**, **Use gentle notifications**, and **DELAY**.

ℹ️ Some system notifications and notifications from apps running in the foreground cannot be disabled or delayed.

Adjust Sound Settings

Adjust Sound Settings

Press a Volume Button to Adjust the Volume

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

Use the In-Screen Volume Slider at the Edge

This device abandons physical volume buttons in favor of an in-screen volume slider at the screen edge. Double-touch the upper section of the left or right screen edge to display the volume slider. To control the volume, slide up or down on the edge next to the volume slider or on the volume slider itself.

1 Go to **Settings** > **Sounds & vibration** > **Volume control gestures** to choose where the in-screen volume slider will appear.

2 Double-touch the upper section of the left or right screen edge depending on where you have set the volume slider to display. Then you can:

- Slide up or down on the volume slider to quickly adjust the volume level.

- Touch 🔊 to mute the media sound. You can adjust the media volume by sliding up or down on the edge next to the volume slider or on the volume slider itself.

- Touch ⚙️ to configure more sound settings.

Press the Power Button to Mute Your Device When It Rings

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

Flip to Mute or Raise to Reduce the Ringtone Volume

When there is an incoming call, you can flip your phone to mute it, or raise it up to reduce the ringtone volume.

For the features to take effect, go to **Settings** > **Accessibility features** > **Shortcuts & gestures** > **Mute ringtone/Reduce volume** and make sure that **Flip to mute ringtone** and **Raise to reduce volume** are enabled.

Change the Sounds and Vibration Settings

You can set the messaging tone, notification tone, and call ringtone depending on your preferences, as well as set the vibration pattern.

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

2 You can then:

- Set the tone.

  Select a preset tone, or touch **Music on device** to select a locally saved song.

  If two SIM cards are being used, you can set the tones for them individually.

- Set the vibration pattern.

  Touch **Vibration** and select a vibration pattern as you prefer.

  When **Synchronized (default)** is selected, your phone will vibrate according to the rhythm of the tone.

  For other options, the vibration pattern of your phone is fixed.

  🛈 The feature availability varies by device.

Use a Shortcut to Switch Between Sound, Vibration, and Silent Modes

1 Swipe down from the status bar to open the notification panel, then swipe down on it again to show all shortcuts.

2 Touch the ⌂ **Sound**, ⌂ **Silent**, or ⌗ **Vibration** icon to switch between different modes.

In Sound mode, your phone plays all sounds as normal.

In Silent mode, your phone only mutes the ringtones for incoming calls, messages, notifications, and some third-party app notifications. Other sounds, including alarms, voice calls, music, videos, and games, will not be muted.

In Vibration mode, your phone is muted and vibrates to provide discreet alerts for calls or messages.

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

Look at the Screen to Reduce the Ringtone Volume

When you receive an incoming call, your phone will reduce the ringtone if it detects that you are looking at the screen.

Before using this feature, go to **Settings** > **Accessibility features** > **Smart Sensing**, and make sure that **Look at screen to reduce volume** is enabled.

ⓘ The feature availability varies by device.

System Haptics

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

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

Set the Default Volume

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

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

Set More settings

On the **Sounds & vibration** screen, touch **More settings**, and set more notification methods according to your preferences. For example, you can set **Keypad tones** and **Screenshot**.

ⓘ This feature may vary by device.

Enter Text

Use Huawei SwiftKey Input Method

Go to **Settings** > **System & updates** > **Language & input** > **SwiftKey Keyboard**. You can then:

- **Set input languages**: Go to **Languages** > **All languages**, and then download the languages you need.
  Touch and hold the space bar of the SwiftKey keyboard, and swipe left or right to switch quickly between different input languages.
- **Choose a keyboard layout**: On the **Languages** screen, touch the desired language, swipe left or right to view the keyboard layout options, and select one you prefer.
- **Set the sound and vibration feedback for the keyboard**: Go to **Typing** > **Sound & Vibration**, and set the options as needed.

- **Adjust the keyboard size**: Go to **Typing** > **Resize**, and drag ![icon] to adjust the keyboard size or drag ![icon] to adjust the keyboard position. When you've finished, touch **OK**.

Select, Copy, Paste, or Share Text

You can select text displayed on your screen, copy or cut it to the clipboard, then paste it somewhere else. You can also share it in multiple ways.

1 Touch and hold the text until ![icon] appears.

   ![i] What happens after you touch and hold the text may vary by app. Follow the onscreen instructions.

2 Drag ![icon] and ![icon] to select the text you need, or touch **Select all** to select all text.

3 Touch **Copy** or **Cut** as needed.

4 Touch and hold the space where you want to paste the text until **Paste** appears, then touch **Paste**.

Split-screen Mode & Floating Window

Enable Split-screen Mode

Multi-Window allows you to open apps in split screen for multitasking.

Enable split-screen mode:

1 Open an app and swipe inward from the left or right edge and hold to bring up the Multi-Window dock.

2 Drag an app icon out of the Multi-Window dock.

Switch the split-screen panes:

Touch and hold ▬ at the top of a split-screen pane until the pane shrinks, then drag it to the other side of the screen to switch panes.

Exit split-screen mode:

Touch and hold ▬ or ▎ in the middle of the split screen line and drag it until either pane disappears.

> • Support for split-screen mode varies by app.
>
> • Split-screen mode is limited to two apps at any given time.

Drag and Drop Between Apps with Multi-Window

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

- Drag and drop an image: When taking notes with **Notepad**, open **Files**, select the photo you want to add, and drag it into the **Notepad** editor.
- Drag and drop text: When sending an SMS message, open **Notepad**, touch and hold the text you want to send, and drag it into the message text input box.
- Drag and drop a document: When writing an email, open **Files**, select the document you want to attach, and drag it into the email editor.

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

Add, Move, or Remove an App from the Multi-Window Dock

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

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

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

Switch Between Split-screen and Floating Window

- Switch from Split-screen mode to floating window: Touch and hold the bar at the top of a split-screen pane, then drag it to the left/right side of the screen when in Portrait mode or to the lower edge when in Landscape mode.
- Switch from floating window to Split-screen mode: Touch and hold the bar at the top of the floating window, then drag it to the upper/lower part of the screen when in Portrait mode, or to the left or right when in Landscape mode.

Multi-Window View for a Single App

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

ⓘ This feature is unavailable in some apps.

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

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

Disable Multi-Window

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

Use the Floating Window

Open a floating window while gaming, and you can chat with a friend without missing a second of the action.

Display the floating window:

1 Swipe inward from the left or right edge and hold to bring up the Multi-Window dock.

2 Touch an app icon in the Multi-Window dock to open the app in a floating window.

Relocate the floating window:

Drag the bar at the top of the floating window to move the window to the desired location.

Display in full screen:

Touch at the top of the floating window to display it in full screen.

Minimize the floating window:

Touch at the top of the floating window to minimize it, and it will go directly into the floating ball.

🛈 The floating ball is able to house a maximum of 10 minimized floating windows.

Close the floating window:

Touch at the top of the floating window to close it.

Find and Switch Between Floating Windows for Apps

You can quickly find and switch between floating windows for apps using the floating window management function.

1 Make sure that you have opened floating windows for multiple apps and minimized them into the floating ball.

2 Touch the floating ball to display all floating window previews:

- **Browse through the floating window previews**: Swipe up or down to find the floating window preview of the app you are looking for.

- **Display the floating window for an app**: Touch the floating window preview of the app to display it in a floating window.

- **Close the floating window for an app**: Touch ✕ on the floating window preview to close it.

Open an Attachment in a Floating Window

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

> ⓘ This feature is unavailable in some apps.

1 Open the Email app.

2 Touch a link or attachment in the Email app to open it in the floating window.

- **Open a link**: Touch a link in the Email app to display it in a floating window.

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

Show Date and Time When the Screen Is Off

Show Date and Time When the Screen Is Off

With **Always On Display** enabled, the lock screen will show the date, time, and more when the screen is off.

Enable Always On Display

1 Go to **Settings** > **Home screen & wallpaper** > **Always On Display**, and enable **Always On Display**.

2 Set **Display mode** as prompted.
If you select **Smart**, your phone will show the Always On Display information when it detects a glance or tap.

> ⓘ The feature availability varies by device.

Set the Style for Always On Display

You can customize the display style for Always On Display according to your preferences.

1 After enabling **Always On Display**, touch **Display style**, and swipe across to view the available styles.

2 Select a preferred style, and touch **Apply**.

Select a GIF Image or Moving Picture

You can select a local image (such as a GIF image or moving picture) for Always On Display to make your display stand out.

1 From under **Images** on the **Always On Display** screen, go to ╋ > **Select images** > ✓ .

If you have selected a local image, touch this image and go to **Change image** > ✓ . After selecting a GIF image or moving picture, you can touch **Edit** to edit it.

2 Set other options available on the screen as needed, and touch **Apply**.

Add Graffiti

You can personalize Always On Display by specifying text to be displayed, selecting your preferred color scheme, and adding stickers.

1 From under **Graffiti** on the **Always On Display** screen, touch the style you would like to use.

2 Enter text in the input box and set the style options, such as **Color** or **Text size**.
You can also add **Stickers** and drag the sticker border to adjust its position and size, and touch ⤢ or ✖ to change its direction or delete it.

3 Touch **Apply**.

Create an Artistic Image for Always On Display

You can choose from multiple modern art styles (such as the Mondrian style). You can also specify the color scheme for the artistic image, by taking a photo or choosing from your favorite photos. The colors in the photo will form a color palette for the artistic image.

1 From under **Artistic** on the **Always On Display** screen, touch the style you would like to use.

2 Set the related options for the **Artistic** style, such as **Cutout**.
When setting **Color**, your phone can parse the colors in your specified photo and apply the abstracted color palette to the artistic image.

Touch 📷 , take a photo or select a photo from Gallery, and then go to ✓ > **Extract colors**.

3 Touch **Apply**.

Clock Styles

You can select an **Analog** or **Digital** clock style for Always On Display.

1   From under **Analog** or **Digital** on the **Always On Display** screen, swipe left or right to browse the clock styles and select your preferred clock style.

2   Set the related options for the selected clock style, such as **Show date**.

3   Touch **Apply**.

Get More Styles for Always On Display

On the **Always On Display** screen, touch **My AODs** or **More**.

Power On and Off or Restart Your Device

Power On and Off or Restart Your Device

Power Your Device On and Off

To power off your device, press and hold the Power button for a few seconds, touch **Power off** and **Touch to power off**.

To power on your device, press and hold the Power button for a few seconds until your device vibrates and displays the logo.

Restart Your Device

Restart your device on a regular basis to clear the cache and keep the device in an optimal state. A restart can sometimes resolve the issue when your device encounters a problem.

Just press and hold the Power button for a few seconds, then touch **Restart** and **Touch to restart**.

Force Restart Your Phone

You can force restart your phone if it isn't working or won't turn off normally. To do this, just press and hold the Power and Volume down buttons simultaneously for 10 seconds or longer.

Charging

Charge Your Phone

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

Precautions for Charging

· Charge your phone using the standard adapter and USB cable that came with your device. Using other chargers or USB cables may cause repeated restarts, slow charging, overheating, or other undesirable effects.

· Your phone will automatically run a safety check when a charger or other device is connected to the USB port. If moisture is detected in the USB port, your phone will

automatically activate safety measures and stop charging. Disconnect your phone from the USB port and wait until the USB port is dry.

- The time required to fully charge the battery depends on the ambient temperature and age of the battery.
- Batteries have a limited number of charge cycles. When the battery life becomes noticeably shorter, go to an authorized Huawei Customer Service Center to replace the battery.
- Do not cover your phone or charger during charging.
- Your phone may heat up when you have been using it for an extended period of time, especially in high temperatures. In this case, stop charging, disable some features, and move your phone to a cool place.
- Please do not use your phone while it is charging.
- If your phone does not respond after you press and hold the Power button, the battery may have run out. Charge for 10 minutes and then power it on.

Use the Charger that Came with Your Device

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

2 Plug the adapter into a power socket.

Use the Wireless Charger

A wireless charger consists of an adapter, a cable, and a charging pad. To ensure safe charging, please purchase a charging pad from an official Huawei channel, and use the adapter and USB cable that came with your phone.

To super charge your phone wirelessly, purchase a charging pad that supports super fast charging.

1 Connect the adapter and charging pad using the USB cable, then plug the adapter into a power socket.

2 Place the charging pad on the table, then place your phone on the center of the charging pad with the screen facing upwards.

3 Your phone will start charging a few seconds later when a beep is heard.

- If you are using a high-voltage super fast charging adapter and charging pad, the charging pad will charge the phone at a super fast charging speed. A wireless super fast charging icon ⚡ will be displayed.
- If you are using a high-voltage fast charging adapter, the charging pad will charge the phone at a fast charging speed. A wireless fast charging icon ⚡ will be displayed.
- If you are using a standard adapter, the charging pad will charge the phone at a standard charging speed. A wireless charging icon ⚡ will be displayed.

Charging Pad Indicator	Description
Blinks once	The charger is connected to the power supply.
Steady on	The device is charging.
Blinks quickly	There are charging issues.

Charging Your Phone with a PC

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

2 When the **Use USB to** dialog box is displayed on your phone, touch **Charge only**.
If another option has been set previously, the dialog box will not pop up. Swipe down from the status bar to open the notification panel, touch **Settings**, then select **Charge only**.

Overview of Battery Icons

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

Battery Icon	Battery Level
	Less than 4% battery remaining.
	Charging, less than 10% battery remaining.
	Charging, 10% to 90% battery remaining.
	Charging, at least 90% battery remaining. If 100% is displayed next to the battery icon, or a charging complete message is displayed on the lock screen, the battery is fully charged.

Use Wireless Reverse Charging

Wireless reverse charging is supported by devices that support the Wireless Charging Standard, such as phones, tablets, watches, and bands.

Before using wireless reverse charging, ensure that the battery level of your phone is higher than 20%.

1 Go to **Settings** > **Battery**, and enable **Wireless reverse charging**.

2 Power on the device to be charged, and place it on the center of the back of your phone. Do not place any metal objects between your phone and the device to be charged.

3 If the device does not start charging within 5 seconds, adjust its position and try again.

4 If the device to be charged is removed from the phone for more than 2 minutes during charging, **Wireless reverse charging** will automatically be disabled.

Reverse Charge with an OTG Cable

On-The-Go (OTG) is a USB transmission technology that allows a phone to directly access files on a USB flash drive or digital camera, or connect to an external device such as a keyboard or mouse, with the help of an OTG cable.

You can use your phone to charge other devices using an OTG cable.

1 Connect your phone with the device to be charged using an OTG cable.

2 Swipe down from the status bar to open the notification panel, touch **Touch for more options**, and select **Reverse charge**.

3 Follow the onscreen instructions on the device to be charged to start charging.

Smart Features

AI Voice

AI Voice

AI Voice allows you to communicate verbally with your phone.

To operate hands-free on your phone, wake up **AI Voice** and give a voice command.

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

Countries and Regions that Support AI Voice

AI Voice is only supported in certain countries and regions. You can set your location to one of these countries and regions on your phone to use **AI Voice**.

i **AI Voice** can be used in the UK, France, Spain, Chile, Mexico, Colombia, Italy, and Germany.

1 Go to **Settings** > **System & updates** > **Language & input** > **Language and region**, and touch **Region** to select a country/region from the above list.

2 Go to **Settings** > **HUAWEI Assistant** > **AI Voice**, touch **Conversation language**, select a language, and follow the onscreen instructions to set it up.

Wake up AI Voice

You can wake up **AI Voice** in multiple ways:

Press and hold the Power button for 1 second to wake up AI Voice

1 Go to **Settings** > **HUAWEI Assistant** > **AI Voice** > **Wake with Power button**, and enable **Wake with Power button**.

2 Press and hold the Power button for 1 second to wake up **AI Voice**.

Say the wakeup phrase to wake up AI Voice

1 Go to **Settings** > **HUAWEI Assistant** > **AI Voice** > **Voice wakeup**, enable **Voice wakeup**, and follow the onscreen instructions to record your wakeup phrase.

2 When you need to wake up **AI Voice**, say the wakeup phrase.

i · The settings items vary by device. If your phone does not provide a specific item, it indicates that the corresponding feature is not supported.

· You cannot wake up **AI Voice** with the wakeup phrase when your phone is in a call.

· You cannot wake up **AI Voice** with the wakeup phrase either if you are making an audio or screen recording (with microphone enabled). In this case, you can press and hold the Power button to wake up **AI Voice**.

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

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

Communicate with AI Voice

AI Voice can be in one of the following three modes: Idle, Listening, and Thinking. You can talk to **AI Voice** when it is in the Listening mode.

· Idle mode: **AI Voice** doesn't pick up any sound in this mode.

· Listening mode: You can talk to **AI Voice** as it can listen to you in this mode.

· Thinking mode: **AI Voice** can start to execute your voice commands.

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

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

View AI Voice Skill

View Built-in AI Voice Skills

You can view the built-in **AI Voice** skills in either of the following ways:

· Wake up **AI Voice** and ask: "What can you do?". **AI Voice** will then display the Skill center where the built-in skills are listed.

· Wake up **AI Voice** and follow the onscreen instructions to swipe up to enter full-screen mode. Then go to ⋮ > **Skill center** to check the built-in **AI Voice** skills.

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

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

Make Calls and Send SMS Messages with AI Voice

AI Voice allows you to make calls or send messages hands-free.

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

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

Make Calls with Voice Commands

You can make a call on your phone with **AI Voice**.

Wake up **AI Voice** and give voice command, such as "Call Mom", "Call back", "Check call records", or "Redial".

 i When you make calls with voice commands, hands-free mode is automatically enabled.

Send SMS Messages with Voice Commands

You can send SMS messages with **AI Voice**.

Wake up **AI Voice** and give voice commands such as "Send a message", "Check messages", or "Send Dad a message saying the party is tomorrow".

Set Alarms with Voice Commands

You can create, disable, and query alarms with **AI Voice**.

Wake up **AI Voice** and give voice commands such as "Wake me up at 8 AM tomorrow", "Set an alarm for 8 PM", "Set a Wednesday alarm for 7 AM", or "Show my alarms".

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

Set Timers with Voice Commands

You can quickly create and control the timer on your device with **AI Voice**.

Wake up **AI Voice** and give voice commands such as "Set timer for 5 minutes", "Show timer", "Pause timer", or "Stop timer".

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

Play Music or Videos with Voice Commands

If you want to listen to music or watch videos, wake up **AI Voice** and give the voice commands directly.

Play Music with Voice Commands

You can request your device to play a song for you with **AI Voice**.

Wake up **AI Voice** and give voice commands such as "Play music", "Play previous song", or "Play next song".

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

Play Videos with Voice Commands

Wake up **AI Voice** and give voice commands such as "Play video", "Play Friends in HUAWEI Video", "Show me a funny video", or "Play a Coldplay video".

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

Open Apps with Voice Commands

You can quickly open an app with **AI Voice**, such as for opening the camera and taking a photo in a specific mode.

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

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

Access Camera with Voice Commands

Wake up **AI Voice** and give voice commands such as "I want to take a photo" or "Take a photo".

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

Open an App with Voice Commands

Wake up **AI Voice** and give voice commands such as "Open the Camera", "Open YouTube", "Open PayPal", or "Open HUAWEI Music".

- This feature is only available in some countries and regions.
- Not all apps support voice control.

Query the Weather with Voice Commands

Query the Weather with Voice Commands

To query the weather, wake up **AI Voice** and give voice commands such as "What's the weather like today?", "What's the weather forecast for tomorrow?", "Will it be windy today?", "Is it going to rain tomorrow?", or "What's the temperature today?".

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

Speech Translation

AI Voice allows you to translate your voice or text input so you can communicate with foreign friends easily.

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

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

Speech Translation

You can use **AI Voice** to translate your voice or text input into the target language you have set.

1 Wake up **AI Voice** and give the voice command "Translate".

2 Say or type in what you want to be translated.

3 **AI Voice** will display the translated result and broadcast it for you.

Communicate Easily with Face-to-Face Translation

Face-to-face translation allows you to overcome language barriers when you are traveling abroad or in an international conference.

1 Wake up **AI Voice** and give the voice command "Face-to-face translation" to enter the translation screen.

2 Touch ⟳ so the text on each of the two sections can be read from each side of the device.

3 Press the button on your side of the section, say what you want to be translated, and release the button for **AI Voice** to display the translated result in real time and broadcast it.

Set Calendar Events and Reminders with Voice Commands

AI Voice allows you to create and check your Calendar events and add reminders for these events.

Wake up **AI Voice** and give voice commands such as "Schedule a meeting for 9 tomorrow morning", "Set a meeting for 2 o'clock tomorrow afternoon", "What's my schedule for tomorrow morning?", or "Do I have any appointments on Monday?".

> ℹ️ This feature is only available in some countries and regions.

Set Up the System with Voice Commands

AI Voice allows you to set up the system, such as for adjusting the volume or brightness of the screen, and enabling or disabling Wi-Fi.

Wake up **AI Voice** and give voice commands such as "Turn the volume up", "Turn on Wi-Fi", "Increase the brightness", or "Turn off Airplane mode".

> ℹ️ This feature is only available in some countries and regions.

Voice Search

To make searches in a browser with voice commands, wake up **AI Voice** and give voice commands such as "Search for new Huawei products", "Use website search for polar bear", or "Search for finance websites on browser".

> ℹ️ This feature is only available in some countries and regions.

> ℹ️ This feature is only available in some countries and regions.

AI Lens

Enable AI Lens

There are several methods for you to access **AI Lens**:

From Camera

Open **Camera**, select **Photo** mode, and touch ⬚ to access **AI Lens**.

From the Search Bar

When the screen is unlocked, swipe down from the center of the home screen to open the search box, and touch ⬚ next to it to access **AI Lens**.

From the Lock Screen

When the screen is locked, turn it on, swipe up from the bottom to open the shortcuts panel, and touch ⬚ to unlock the screen and access **AI Lens**.

Scan to Shop

When you see an item you wish to buy in a magazine or when you are strolling on the street, you can use **AI Lens** to quickly search for the item and compare prices across multiple shopping platforms before making a purchase.

Scan to Shop Using Camera

1 Go to **Camera** > **Photo**, touch ⊚, and then touch 🛍.

2 Position the item you want to buy within the viewfinder, and wait for it to be identified.

3 After the item has been identified by **AI Lens**, links to purchase it on different shopping platforms will be displayed.

Scan to Translate

AI Lens allows you to scan and translate text in a foreign language, so you can easily read road signs, menus, or descriptions on cosmetics bottles when you are traveling or shopping abroad.

Scan to Translate Using Camera

1 Go to **Camera** > **Photo**, touch ⊚, and then touch 🔠.

2 Select the source and target languages from the language list.

3 Position the text you want to translate within the viewfinder, and wait for it to be translated.

Scan to Learn More

AI Lens allows you to learn more about artworks or landmarks you see by scanning the objects with your camera.

Scan to Learn More Using Camera

1 Go to **Camera** > **Photo**, touch ⊚, and then touch 📦.

2 Position the object within the viewfinder and wait for it to be identified.

3 Touch the information card to obtain additional information.

Scan and Count Calories

AI Lens allows you to count the calories and nutrients in an item of food by scanning it with your camera.

Scan and Count Calories with Camera

1 Go to **Camera** > **Photo**, touch ⊚, and then touch 🔥.

2 Position the food within the viewfinder and wait for information about the calories and nutrients per 100 g to be displayed.

🛈 The information is for reference only.

Scan Codes for Services and Information

You can scan different types of QR codes and bar codes with **AI Lens**, and then touch the identified result to be redirected to other pages for more services and information.

Scan Codes Using Camera

1   Go to **Camera** > **Photo**, touch ⌖, and then touch ⬚.

2   Position the QR code or barcode within the scan frame and wait for it to be recognized.

AI Touch

Enable AI Touch

When you see any content that you are interested in on your phone, touch and hold the screen with two fingers spread slightly apart to bring up **AI Touch** to learn more.

Go to **Settings** > **HUAWEI Assistant** > **AI Touch** and enable **AI Touch**.

Shop with AI Touch

When you see an item you wish to buy on your phone, you can use **AI Touch** to quickly search for the item and compare prices across multiple shopping platforms before making the purchase.

Touch and Hold the Screen with Two Fingers for Visual Shopping

1   Go to **Settings** > **HUAWEI Assistant** > **AI Touch** and enable **AI Touch**.

2   When you see an item you wish to buy on your phone, touch and hold the screen with two fingers spread slightly apart.

3   When several items are displayed on the screen, adjust the size and position of the identification box to fit around the item you wish to buy.

4   After the item has been identified, links to purchase it on different shopping platforms will be displayed.

Use HiTouch for Convenient Shopping

Search for Apps and Settings on Your Phone

You can search for keywords to find apps, settings, files, contacts, and notes on your phone.

Swipe down from the center of the screen and enter a keyword in the search box, such as an app name or a setting, to find the corresponding content.

If you are searching for an app installed on your device, touch ⌖ to locate the app.

Easy Projection

Project Your Phone Screen Wirelessly

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

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

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

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

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

2 On your phone, swipe down from the status bar to open the notification panel, and turn on 📶 .

3 Swipe down again to show all shortcuts and enable **Wireless Projection**. Your phone will start searching for available display devices.
You can also go to **Settings** > **More connections** > **Easy Projection** and enable **Wireless projection**.

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

After the connection is set up, you can place your phone in landscape mode for a better display. Incoming call notifications, messages, and clock alarms are only displayed on your phone. To change the settings, touch 🖥 and disable **Hide notifications**.

To exit wireless projection, go to 🖥 > **Disconnect**.

Phone Projection Using a Wired Connection

You can project your phone screen on a large display (for example, a TV) using a wired connection.

It is recommended that you purchase the accessories from authorized channels.

Projection Using a Type-C Cable

1 Prepare a Type-C cable.
Use a Type-C to HDMI, Type-C to DP, or Type-C to MiniDP cable depending on your large display.

Type-C HDMI VGA DVI DP MiniDP

2 Connect the Type-C end to your phone and the other end to the large display.

3 On the external display, set the corresponding HDMI, DP, or MiniDP input as the signal source.

Projection Using a Docking Station

You can use a docking station to connect your phone with a large display, and connect them with a wired keyboard and mouse.

1 Prepare a docking station.
Multiple types of ports are available on a docking station. If the large display supports HDMI and you need to use a wired mouse and keyboard, use a docking station with at least one HDMI port and two USB ports.

2 Connect your phone and the large display to the docking station, then connect the wired mouse and keyboard to the docking station.

3 On the external display, set the corresponding HDMI, DP, or MiniDP input as the signal source.

Use Desktop Mode

After your phone screen is projected, go to 📱 > **Projection mode** on your phone, and touch **Desktop mode**.

In **Desktop mode**, your phone and the large display work independently and can show different content. The content projected on the large display is in a layout similar to that on a computer desktop.

Therefore, you can edit a document on the large display while chatting on your phone. You don't need to worry about missing out on notifications, calls, or messages, as a red dot will appear on the notification panel on the external display to let you know.

Use Your Phone as a Touchpad

After projecting your phone on the large display in **Desktop mode**, if no keyboard is available, your phone can work as a touchpad to complete input operations of a mouse and keyboard.

Go to ⬚ > **Touchpad**. You can:

- Use gestures as instructed to simulate mouse commands.
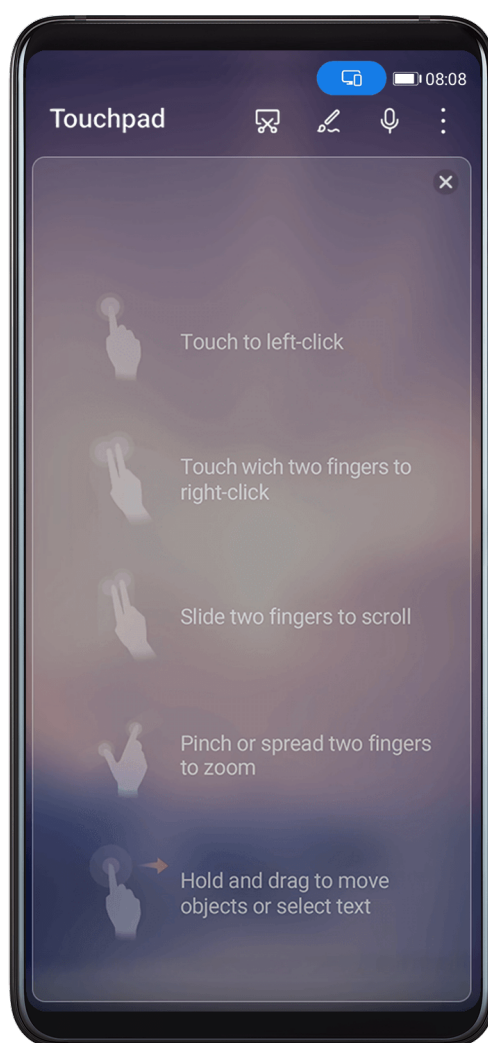
- When no external keyboard is connected, touch the text input box on the external display to display the onscreen keyboard to input text.
  If an external keyboard is connected, the onscreen keyboard will not be available. In this case, you need to use the external keyboard to input text.

Use Screen Projection to Make Work Easier

In **Desktop mode**, you can use the following features:

- **Multi-window display**: Open multiple windows at a time to multitask.

- **File management**: Save files to the desktop, create files or folders, and rename or delete files.
- **Quick search**: Search for documents, multimedia files, and apps using the start menu search box.
- **Quick app projection**: Touch and hold an app icon on your phone to view the projection options. You can then project and open the app on the large display.

Exit Desktop Mode

To exit Desktop mode, go to > **Projection mode** and select **Phone**.

Multi-Screen Collaboration

Multi-screen Collaboration Between Your Phone and PC

Connect your phone with a Huawei or Honor PC to use Multi-screen Collaboration for cross-device control, file sharing, and file editing.

Connect Your Phone to the PC through Huawei Share OneHop

1 Ensure that the PC supports or .

2 On the PC, enable Wi-Fi, Bluetooth, and PC Manager, and agree to the user license agreement.

3 On your phone, swipe down from the status bar to open the notification panel and the shortcuts menu, then enable **NFC**, **Wi-Fi**, and **Bluetooth**.

4 Place the NFC area (near the rear camera) on the back of your phone against the or label on the PC until your phone vibrates or plays a tone.

5 Follow the onscreen instructions to connect your phone and PC.

Connect Your Phone to the PC by Using Bluetooth Search

1 On your phone, swipe down from the status bar to open the notification panel, and enable .

2 Open PC Manager (version 10.0 or later), go to **My Phone** > **Connect**, and select to search for your phone over Bluetooth. Place your phone above the keyboard and your PC will start searching for your phone.

 To check the version of PC Manager, go to > **About**. To update PC Manager, go to > **Check for updates**.

3 Follow the onscreen instructions to connect your phone and PC.

Connect Your Phone to the PC by Scanning the QR Code

1 Open PC Manager (version 10.0 or later), go to **My Phone** > **Connect**, and select to scan the QR code.

> *i* To check the version of PC Manager, go to ☰ > **About**. To update PC Manager, go to
>
> ☰ > **Check for updates**.

2 Ensure that your phone is connected to the Internet, and use it to scan the QR code.

3 Follow the onscreen instructions to connect your phone and PC.

Connect Your Phone to the PC with a USB Cable

1 Use a USB cable to connect your phone and PC.

2 On the PC, open PC Manager (version 10.1 or later).

> *i* To check the version of PC Manager, go to ☰ > **About**. To update PC Manager, go to
>
> ☰ > **Check for updates**.

3 Confirm to connect to the PC on your phone.
> *i* If you cancel the connection on your phone, you can establish a wired connection again. To do so, open PC Manager and go to **Connect** > **USB**.

Disconnect Your Phone from Your PC

After you have finished using your phone and PC, you can disconnect them using the following methods:

- On your PC, open PC Manager, and click **Disconnect**.

- On your phone, swipe down from the status bar to open the notification panel, and touch **DISCONNECT**.

- If your phone and PC are connected via a USB cable, remove the cable to disconnect them.

Drag to Transfer Files Between Your Phone and PC

After connecting your phone and PC, you can transfer files between them to make work easier.

Drag and drop files

After Multi-screen Collaboration is established between your phone and PC, you can drag and drop files such as pictures and videos between them to make your work easier.

Transfer files from your phone to the PC.

- In the phone window on the PC, open **Gallery** or **Files**, click and hold a picture or video, click and hold any of the selected files until a dragging icon is displayed, then drag the files to a folder on your PC.

- In the phone window on the PC, drag the selected pictures or text and drop them in an opened document on your PC.

  For example, drag a photo or text from Notepad in the phone window and drop it to an Office document opened on your PC, then continue editing on your PC.

Transfer files from your PC to your phone:

- Go to **Gallery** > **Albums** in the phone window, and drag a picture or video from your PC to the phone window.
- Open **Files** in the phone window, and drag a document from your PC to the phone window.

  > ℹ️ The file will be saved in the folder that is open in **Files**, or in the **Huawei Share** folder by default.

- Open a file in the phone window on the PC, then drag a picture or text from Notepad to the phone window.

  For example, drag a picture on your PC to a Notepad item opened in the phone window, then continue editing on your phone.

Use Huawei Share OneHop to Transfer Files

After Multi-screen Collaboration is enabled between your phone and PC, you can transfer files between them using Huawei Share OneHop, without needing a data cable or any software.

Share pictures and videos

- **Transfer pictures and videos from your phone to your PC:**

  1 On your phone, select one or more pictures and videos in **Gallery**.

  2 Place the NFC area (near the rear camera) on the back of your phone against the 📶 or 📶 label on the PC until your phone vibrates or plays a tone. The selected pictures or videos will be quickly transferred to your PC.

  You can click 🔲 in the picture browser to extract text from an image, and copy or save it into a new file.

- **Transfer pictures from your PC to your phone:**

  1 Right-click a picture on your PC and use Huawei Image viewer to open it.

  2 On your phone, exit **Gallery** or go to the home screen, and place your phone against your PC (in the same way as above) to transfer the picture from your PC to your phone.

  > ℹ️ Ensure that PC Manager is running version 9.0 or later.

Record the PC screen:

Shake your phone and place it against your PC to project and record the PC screen on your phone.

1 Shake your phone and immediately place the NFC area (near the rear camera) on the back of the phone against the 📶 or 📶 label on your PC until your phone vibrates or

plays a tone. Your PC screen will then be projected and recorded on your phone. The PC screen recording can be up to 60 seconds.

2 Touch ⬛ on your phone to stop the screen recording, which will be saved to **Gallery** on your phone.

🛈 · This feature is currently supported on Intel laptops only.

· Ensure that PC Manager is running version 9.1 or later.

Share documents

· **Transfer documents from your phone to your PC:**

1 On your phone, use Microsoft Office to open the document you want to transfer.

2 Place the NFC area (near the rear camera) on the back of your phone against the 📶

or 📱 label on the PC until your phone vibrates or plays a tone. The selected documents will be quickly transferred to your PC.

· **Transfer documents from your PC to your phone:**

1 On your PC, use Microsoft Office to open the document you want to transfer.

2 On your phone, exit Microsoft Office or return to the home screen, then place the phone against your PC (in the same way as above). The file opened on your PC will then be transferred to your phone.

🛈 Ensure that PC Manager is running version 9.1 or later.

Operate Your Phone from Your PC

After Multi-screen Collaboration is enabled between your phone and PC, you can use a mouse and keyboard with the PC to facilitate using phone apps and files.

Operate Phone Apps on Your PC

Use a mouse to perform operations quickly

· Open an app: Click an app in the phone window on your PC to open it.

· **Browse a page**: Use the mouse scroll wheel to browse web pages in the phone window or scroll between desktop tabs.

Use a keyboard to perform operations quickly

· **Input text**: Use the input method on your PC to enter text in the phone window.

· **Copy and paste text**: Press Ctrl+C on the PC keyboard to copy text and press Ctrl+V to paste it in the phone window.

🛈 To view information about the text you have copied recently, click the Notification Center icon on the PC, then select the **Clipboard** tab.

· **Send messages quickly**: Press Ctrl+Enter on the keyboard to send a message in the phone window.

· Exit an app: Press the ESC key on the keyboard to exit an app in the phone window.

Always display the phone window on the top

In the phone window on your PC, click ⚲ to pin the phone window so that it will be always displayed on the top, and click this icon again to unpin the phone window.

Answer a Voice or Video Call on Your PC

After Multi-screen Collaboration is enabled between your phone and PC, you can use the PC to answer voice and video calls (such as those in WeChat, QQ, and MeeTime) from your phone. During a call, the audio and video can be played through your PC and its accessories such as the speaker and camera.

On your phone, swipe down from the status bar to open the notification panel, then touch **Play audio/video on phone** or **Play audio/video on PC** to switch the audio output device.

ⓘ Ensure that PC Manager 10.1 or later has been installed on the PC.

Open and Edit Files on Your Phone Using Apps on the PC

After Multi-screen Collaboration is enabled between your phone and PC, you can use an app on the PC to open and edit files on your phone, such as in the following situations.

- **Documents**: Use Microsoft Office on your PC to open a document.
- **Pictures**: Use Photoshop on your PC to open a picture.
- **Audio and video files**: Use Windows Media Player to open an audio or video file.
- **Web pages**: Use IE browser on your PC to open a web page.
- **Compressed files**: Use WinRAR on your PC to extract and open compressed files.

ⓘ Ensure that PC Manager 10.1 or later has been installed on the PC.

Share Your Phone's Mobile Data Network with Your PC

After Multi-screen Collaboration is enabled between your phone and PC, you can share your phone's hotspot with your PC in PC Manager.

1 Ensure that your phone is connected to the Internet using mobile data.

2 Open PC Manager and go to **My Phone** > **Instant Hotspot**.

After Instant Hotspot is enabled, your PC will use your phone's mobile data to access the Internet.

ⓘ Ensure that PC Manager is running version 11.0 or later.

Multi-Screen Collaboration

Multi-screen Collaboration Between Your Phone and Tablet

Connect your phone and tablet to use Multi-screen Collaboration for cross-device operations, such as to display your phone screen on the tablet, use your phone apps on the tablet, drag files across the two devices, and edit a file from your phone on the tablet.

Connect Your Tablet and Phone

ⓘ Only some Huawei and Honor tablets support this feature.

Connect your tablet and phone to enable Multi-screen Collaboration using any of the following methods:

Connect over Bluetooth

1 Swipe down from the status bar on your tablet and enable **Multi-Screen Collaboration**.

2 On your phone, swipe down from the status bar to open the notification panel, and enable ⚡ .

3 Hold your phone close to your tablet and follow the onscreen instructions to establish a connection.

Scan QR code to connect:

1 On your tablet, enable **Multi-Screen Collaboration**, on the **Multi-Screen Collaboration** screen, touch **Scan to connect**.

2 Ensure that your phone is connected to the Internet, and connect your phone and tablet as prompted.

Connect by tapping against a NFC-capable keyboard:

You can place your phone against the standard NFC-capable keyboard that comes with your tablet to enable Multi-screen Collaboration.

1 Make sure that your tablet has been paired with the keyboard.

2 Swipe down from the status bar to open the notification panel, swipe down again to show all shortcuts, then turn on ⓝ.

3 Tap the NFC area at the back of your phone (near the rear cameras) against the NFC area of the keyboard until your phone vibrates or plays a tone.

4 Connect your phone and tablet as prompted.

Access Phone Apps and Files from Your Tablet

After connecting your phone with your tablet, you can operate your phone from your tablet, such as to operate phone apps and files, view phone notifications (such as SMS messages), and make or answer phone calls.

When your phone screen is unlocked, you can perform the following operations in the phone window on your tablet:

· Open **Phone** to make a call by dialing a number.

- Open **Messaging** to view and reply to SMS messages.

- Open **Gallery** or **Files** to view photos, videos, and files, as well as to play video or audio files from your phone.

- Swipe down from the status bar on your phone or tablet to open the notification panel, then touch **Play audio/video on phone** or **Play audio/video on tablet** to switch the audio output device.

- If your tablet is connected to an external keyboard or a stylus, you can use it to input text and control the phone window on your tablet.

Drag to Transfer Files Between Your Phone and Tablet

1 Open **Gallery** or **Files**, and touch and hold a picture, video, or document.

2 Select more files if needed, touch and hold any of the selected files, then drag them when an icon for dragging files appears.

For example, you can:

- Drag to transfer files in **Gallery** or **Files** between your phone and tablet.

- Drag to transfer files in **Files** between your phone and tablet.

- Drag a picture, text, or file from your phone to an open document on your tablet, such as a Microsoft Office document, memo, or email.

Disconnect Your Phone from Your Tablet

After you have finished using your phone and tablet, you can disconnect them using the following methods:

- On the phone window displayed on the tablet, touch $\times$ to disconnect.

- On your phone or tablet, swipe down from the status bar to open the notification panel and touch **DISCONNECT**.

Huawei Share

Huawei Share

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

Enable or Disable Huawei Share

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

- Swipe down from the status bar to open the notification panel, swipe down on it again to show all shortcuts, then turn on or turn off **Huawei Share**. You can also touch and hold **Huawei Share** to access its settings screen.

- Go to **Settings** > **More connections** > **Huawei Share** to enable or disable **Huawei Share**.

Quickly Share Files Between Phones with Huawei Share

You can use Huawei Share to quickly share files between Huawei phones. The recipient can preview the files before they are sent, then view the full content of the files once they have been received. For example, the recipient can view received pictures or videos in Gallery.

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

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

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

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

To view the received files, open **Files**, touch the **Categories** tab, then go to **Internal storage** > **Huawei Share**.

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

Share Files Between Your Phone and Computer with Huawei Share

You can use Huawei Share to easily share files wirelessly between your phone and a computer (Windows or macOS).

1 Make sure your phone and computer are connected to the same Wi-Fi network.

2 On your phone, enter the **Huawei Share** settings and enable **Huawei Share** and **Computer share**.

3 Make a note of the name displayed next to **Name shown on computers**, as well as the user name and password under **Verification on computers**.

4 Perform the following operations on a Windows-based computer (desktop or laptop) or a macOS-based computer (laptop):

  · Windows: Go to **This PC (Computer)** > **Network** on the computer.

  · macOS: Go to **Finder** > **Go** > **Network** on the computer.

    ⓘ Currently, this feature is only available on Macs running macOS 10.8 to 10.14.

5 On your computer, double-click the name of your phone and enter the user name and password previously noted down.

6 Open a shared folder on your phone, such as the Internal storage or Album folder to view, edit, or copy files from your phone to your computer or vice versa.

Changes made to files in the shared folders on your computer will be automatically synced to your phone and vice versa.

One-Touch Printing with Huawei Share

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

1 Depending on the type of printer, ensure the following:

- Wi-Fi capable printers: The printer must be powered on and connected to the same network as your phone.

- WiFi Direct capable printers: The printer must be powered on and have enabled WiFi Direct.

- Bluetooth capable printers: The printer must be powered on and discoverable via Bluetooth.

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

3 Once the printer has been discovered, touch its name on your phone, and adjust the settings on the preview screen. Then touch **PRINT** to print.
If you are connecting a Bluetooth printer to your phone for the first time, find the printer on your phone, touch the printer name, then press and hold the Power button on the printer for about 1 second to confirm the connection.

ⓘ For a list of supported printers, touch **Help** on the Huawei Share sharing screen, select
Printers, then touch **What printers are supported?**.

AR Measure

Use Your Phone to Measure Height, Volume, and More

AR Measure enables you to measure height, volume, and more without needing a measuring
tape.

ⓘ Before taking measurements, ensure that your surroundings are well lit and clear of
obstacles and reflective objects.

Measure Height

ⓘ · For best results, keep a distance of 1.5–2 m (about 5–6.6 ft.) between your phone and
the subject.

· To measure the height of two or three people at the same time, get them to stand side
by side, then mark the feet of one subject as the starting point. Lift your phone until
your subjects' faces have been identified, at which point their individual heights will be
displayed.

1 Open the **Tools** folder on the home screen, then touch **AR Measure**.

2 On the **AR Measure** screen, touch **Height**.

3 Frame the subject's feet in the viewfinder and slowly move your phone to locate the
plane.

4 Point ⊙ at the subject's feet and touch ⊕ to mark the starting point.

5 Slowly lift your phone to include the subject's entire body in the viewfinder. When the
subject's face is identified, your phone will automatically display the subject's height.
Drag the end point to fine-tune the measurement result.

Touch ◯ to capture the measuring screen.

Measure Length

ⓘ For best results, keep a distance of 0.3–1.5 m (about 1–5 ft.) between your phone and
the object.

1 On the **AR Measure** screen, touch **Length**.

2 Frame the object in the viewfinder and slowly move your phone to locate the plane.

3 Point ⊙ at the object and touch ⊕ to mark the starting point.

4 Move your phone slowly so that ⊙ travels along the edge of the object. When it reaches
the end of the edge, touch ⊕.

5 Your phone will automatically display the result.
Drag the end point to fine-tune the measurement result.

Measure Area

ⓘ Currently, only the area of rectangles can be measured.

1 On the **AR Measure** screen, touch **Area**.

2 Frame the object in the viewfinder and slowly move your phone to locate the plane.

3 When your phone identifies the object, a frame will appear. After the frame overlaps with the object, touch ⊕.

4 Your phone will automatically display the result.
Drag the end point to fine-tune the measurement result.

Measure Volume

ⓘ
- Currently, only the volume of cubes can be measured.

- Make sure the object is not placed against a wall. Ensure there is a distance of 1–1.5 m (3.3–5 ft.) between your phone and the object.

1 On the **AR Measure** screen, touch **Volume**. Frame the object in the viewfinder and slowly move your phone to locate the plane.

2 Point ⟳ at the tip of the object's bottom edge and touch ⊕ to mark the starting point.

3 Move your phone slowly so that ⟳ travels along the long edge of the object. When it reaches the end of the edge, touch ⊕.

4 Move your phone to create a frame for the object's bottom. When the frame overlaps with the bottom plane, touch ⊕.

5 Move your phone to create a frame for the whole object. After the frame overlaps with the object, touch ⊕.

6 Your phone will automatically display the result.
Drag the tips to fine-tune the measurement result.

Smart Remote

Use Your Phone as a Remote Control

Your phone uses infrared technology, allowing you to pair it with household appliances in the Smart Remote app and use it to remotely control appliances such as TVs, air conditioners, STBs, DVD players, cameras, projectors, and network boxes.

Add and Use a Remote Control

1 Go to **Tools** > **Smart Remote** > ⊕ , select the device type (such as TV, air conditioner, STB, DVD player, camera, projector, or network box), and then the brand.

2 Point the infrared sensor on the top of your phone at the household appliance, and follow the onscreen instructions to add it to your remote control.

3 After adding the appliance, simply touch ⏻ to control it remotely.

Set Up a Remote Control

1 Go to **Smart Remote** > ⊕ and touch ✛ .

2 Swipe through the remote control panels to select the one you want, and touch **Go to remote control panel**.

3 Point the infrared sensor on the top of the phone at the infrared sensor of a home remote, keeping it at a distance of about 5 cm. Touch and hold a key on the phone you want to program for 2 seconds to start learning the operation. Hold your phone and the home remote steady during the process.

Enable or Disable Remote Control Keypad Touch Sounds

Go to **Smart Remote** > ⋮ > **Settings** to enable or disable keypad touch sounds and/or vibration.

Switch Audio Channels Between Devices

Switch to a Different Output Device During Playback

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

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

2 After pairing is successful, you will see the **Current audio output device** or **Current audio input/output device** card if you swipe down the notification panel on your phone. Touch 🔊 on the card to display the audio output devices that are currently available. Select the device you want to switch the audio to.

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

Camera and Gallery

Launch Camera

Launch Camera

There are multiple ways to open the Camera app.

From the Home Screen

From the home screen, open **Camera**.

From the Lock Screen

When the screen is locked, turn on the screen, then swipe up on the camera icon in the lower right corner to open the camera.

Using Ultra Snapshot

When enabled, simply double-press the Volume down button to open the camera or take a snapshot when the screen is off or locked.

1 Go to **Camera** > ⚙ > **Ultra snapshot** and select **Open camera** or **Take a snapshot**.

2 You can now open the camera or take a snapshot without unlocking your screen.

Take Photos

Take Photos

Access camera settings

Select Leica colors and filters

Turn flash on or off

Enable Master AI

Launch AI Lens

Zoom in or zoom out

Select a camera mode

Switch between front and rear cameras

Take a photo

View photos and videos
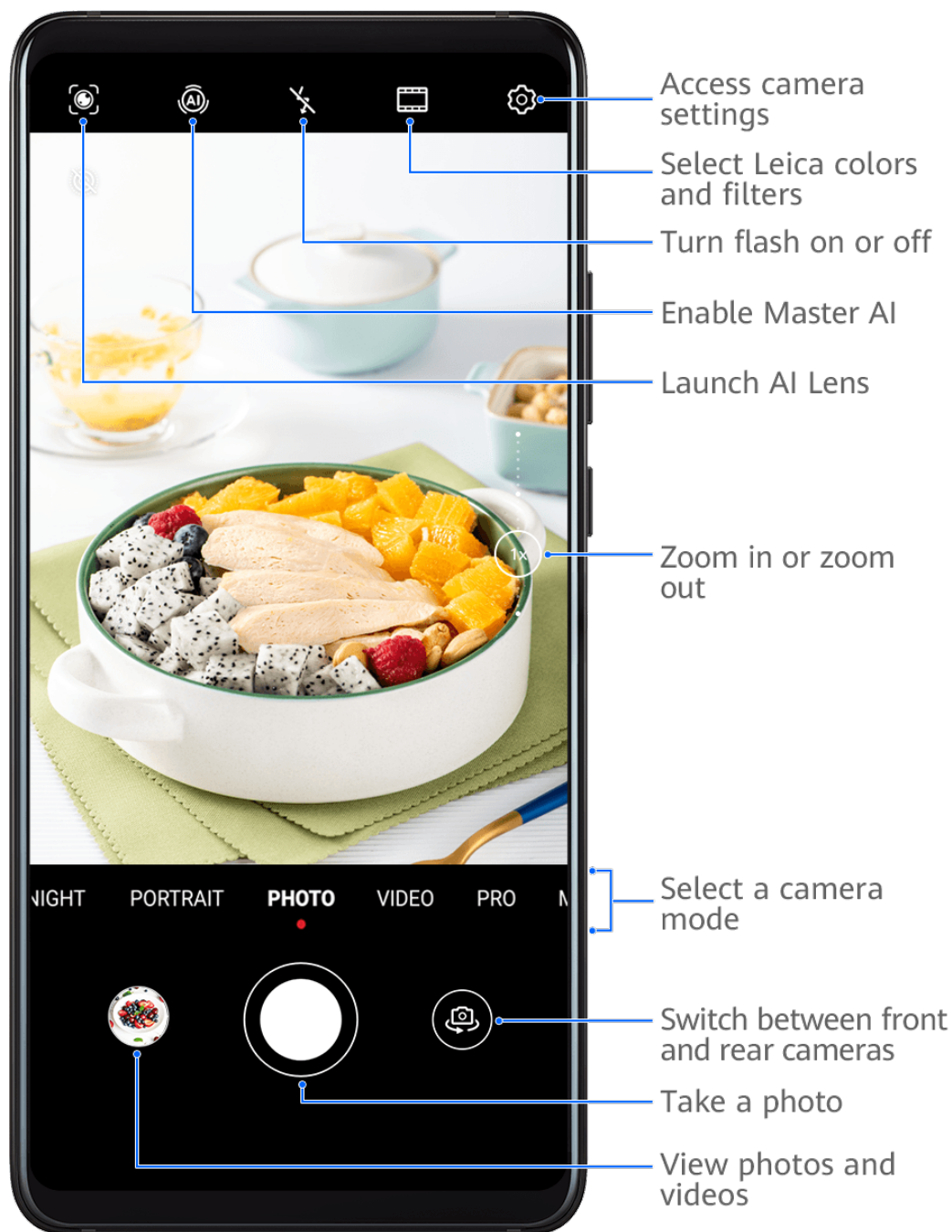
1 Open **Camera**.

2 You can then:

- Focus: Touch the location you want to focus on.
  To adjust focus and metering separately, touch and hold the viewfinder and drag the respective frame or ring to the desired location.

- Adjust brightness: Touch the viewfinder. When the ☼ symbol appears next to the focus frame, drag it up or down.

- Zoom in or out: On the viewfinder, pinch in or out, or drag the zoom slider.

- Select a camera mode: Swipe up, down, left, or right across the camera mode options.

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

If you select ⚡A (Auto) and the camera detects that you are in a dimly lit
environment, a flash icon will appear in the viewfinder and the flash will be
automatically turned on when you take a photo.

ℹ️ These features may not be available in some camera modes.

3 Touch the shutter button to take a photo.

Use the Floating Shutter to Take Photos

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

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

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

3 Touch the floating shutter to take a photo.

Take Burst Photos

Use Burst mode to take a sequence of photos in quick succession so you can choose the best
one.

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

2 Touch and hold ⚪ or press and hold one of the Volume buttons to take a burst photo.
When shooting, you'll see a counter, which indicates how many photos you've taken so
far.

3 Lift your finger to stop shooting.

Select the Burst Photos You Want to Keep

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

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

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

Take Timed Photos

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

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

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

Use Audio Control to Take Photos

You can use your voice to take photos without having to touch the shutter button.

1 Go to **Camera** > ⚙ > **Audio control**, and select an option.

2 Go back to the viewfinder, then say your command to take a photo.

Shoot in Portrait, Night, and Wide Aperture Modes

Shoot in Portrait, Night, and Wide Aperture Modes

Use Portrait Mode to Shoot Portraits

Portrait mode lets you apply beauty and lighting effects to your photos to shoot stunning portraits.

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

2 Frame your subject within the viewfinder.

To take a selfie, touch 📷.

3 You can then:

- Enable beauty effect: Touch 😊 and drag the slider to adjust beauty settings. A larger value will produce a more pronounced beauty effect.

  To disable the beauty effect, drag the setting to its lowest value, or touch ◎.

- Set lighting effect: Touch ✨ and select your preferred.

- Turn on the flash: When using the front camera, touch the flash icon at the top.

  Select ⚡A (Auto) or 💡 (Always on).

  ℹ️ This feature may vary by device.

4 Touch ◎ to take a photo.

Take Night Shots

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

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

2 If you are using the rear camera, touch ISO on the viewfinder to adjust the ISO sensitivity or S to adjust the shutter speed.

3 Steady your phone and touch the shutter button.

4 Your phone will adjust the exposure time based on the ambient brightness. Keep your phone steady until the countdown finishes.
You can also touch the shutter button to stop the countdown and immediately take a photo.

Use the Front Camera to Take Night Portraits

To take a selfie at night or when there is not enough light, you can use the front camera in Night mode.

In a dim environment, you can turn on the flash to get an illuminated photo of your face.

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

2 Touch to switch to the front camera. You can then:

- Touch the flash icon at the top and select (Auto) or (Always on) to turn on the flash in low light.

- Touch and adjust the beauty level.

3 Steady your phone and touch the shutter button.

Take Wide Aperture Photos

Wide aperture mode allows you to shoot photos where the background is blurred while your subject remains in sharp focus.

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

2 Touch where you want to focus. For best results, your phone needs to be within 2 m (about 7 ft.) of your subject.

3 Touch in the viewfinder and drag the slider to adjust aperture settings. A smaller aperture value will create a more blurred background.

4 Touch the shutter button to take a photo.

Shoot Wide Aperture Videos

Wide aperture mode allows you to shoot videos where the background is blurred in real time so your subject always remains in sharp focus.

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

2 Touch to switch to video mode.

3 Touch where you want to focus. Touch in the viewfinder and drag the slider to adjust aperture settings. A smaller aperture value will create a more blurred background.

4 Touch the shutter button to start recording. When recording, touch the viewfinder to adjust the focus.

Edit Background Blur in Wide Aperture Photos

You can adjust the focus and background blur after you've taken a wide aperture photo.

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

2 Touch a photo tagged with ⊘, then touch ⊘ at the top of the photo.

3 Touch the photo to adjust the focus. Drag the slider at the bottom to adjust the aperture.

4 Touch ✓ to save the settings.

5 Touch ⊟ to save the edited photo as a new photo. The new photo does not allow background blur editing.

Master AI

Take Professional-Looking Photos with Master AI

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

Master AI is able to identify a variety of scenes, such as stages, beaches, blue skies, and greenery, as well as text. It only works with the rear camera.

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

2 Ensure that ⊛ is turned on.

3 Frame the subject in the viewfinder. Once the camera identifies what you are shooting, it will automatically recommend a mode (such as portrait, greenery, or text).

4 To disable the recommended mode, touch ✕ next to the mode text or turn off ⊛.

Use Moon Mode

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

2 Touch ⊛ to ensure that Master AI is enabled.

3 Aim the camera at the moon and spread your fingers on the viewfinder to adjust the zoom to 10x or more.
When your phone detects the moon, it will automatically enter **Moon** mode.

4 Touch ◯ to take a photo.

ⓘ **Moon** mode can only identify the moon if it is at least half full. **Moon** mode may not be triggered if the moon is shrouded by clouds.

Zoom to Take Photos

Take Wide-Angle or Long-Focus Photos

The zoom capabilities of your device's camera allow you to capture more of a scene, or distant vistas.

Take Wide-Angle Photos

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

2 Ensure that ⊚ is enabled.

3 Aim the camera at the object you want to take a photo of. The camera will automatically recommend **Super wide angle** mode if it detects a building. Touch **Wide** to have a wider angle of view.
You can also drag the zoom slider in the viewfinder, or pinch in or out to adjust the zoom level. A smaller value will result in a wider angle of view.

4 Touch ◎ to take a photo.

Automatically Switch to Wide Angle When Taking Selfies with the Front Camera

When the front camera of your phone detects multiple people in the frame, it will automatically switch to the wide angle to fit more people into your photo.

1 Open **Camera**, select **Photo** or **Portrait** mode, then touch ⟳ to switch to the front camera.

2 After you switch your phone from portrait to landscape orientation, the camera will automatically switch to Wide-angle mode. When there are three or more people in the viewfinder, the camera will automatically switch to the widest angle in Wide-angle mode. You can also drag the zoom slider in the viewfinder to manually switch between zoom levels.

3 Touch ◎ to take a photo.

Take Photos from Far Away

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

2 Aim the camera at a distant object you want to take a photo of. Drag the zoom slider or pinch in or out to adjust the zoom level.
When the zoom level is set to 15x or higher, a Picture in Picture preview is displayed in the viewfinder to help you focus.
🛈 This feature may vary by device.

3 In the viewfinder, touch where you want to focus. When the camera is in focus, touch ◎.

Super Macro

Use Close-up Mode

Close-up mode makes it easier to shoot close-ups of small objects, such as dewdrops and leaves, as well as other everyday objects, to bring out details easily missed by the naked eye.

ℹ️ This feature may vary by device.

ℹ️ This feature may vary by device.

1 Open **Camera** and confirm that (AI) is enabled.

2 Place the object you want to shoot within the viewfinder and move close to it. When the distance is appropriate, the camera will automatically identify and focus, and the screen will display **Close-up**.

3 Touch ◎ to take a photo.

Take Panoramic Photos

Take Panoramic Photos

Add some width to your landscape or group photos with the Panorama feature. The camera takes multiple photos of objects within your field of view and stitches them together into a single panoramic photo.

Use the Rear Camera to Take Panoramic Photos

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

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

2 Touch ⊙ and set the pan direction.

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

4 Touch ▣ when you are finished.

Use the Front Camera to Take Panoramic Selfies

1 In **Panorama** mode, touch 📷 to switch to the front camera.

Touch 😊 and drag the slider to adjust the beauty effect. A larger value will produce a more pronounced beauty effect.

2 Point the camera at the center of your shot, then touch ◎ to take the first photo.

3 Turn the camera to the left and right slowly as instructed. When the two frames on the viewfinder overlap, the camera will automatically take the second and last photos.

After the three photos are taken, the camera will automatically combine them into a panoramic photo.

Take Black and White Photos

Take Black and White Photos

Black and white photography removes distracting colors to help you focus more on form, shape, and texture.

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

2 Select one of the following modes based on your subject and scene:

- **Normal**: This mode suits all kinds of subjects.
- **Aperture**: This mode blurs the background and lends greater emphasis to the subject.
- **Portrait**: This mode blurs the background and lets you adjust the beauty effect.
- **Pro**: This mode allows you to adjust the camera settings, including the metering mode, sensitivity, and shutter speed.

3 Touch ◯ to take a photo.

AR Lens

Use AR Lens to Shoot Interesting Photos

Use 3D Qmoji to Create Your Own Qmojis

1 Go to **Camera** > **More**, select **AR Lens** mode, and touch **3D Qmoji**.

2 Select an animated Qmoji. The Qmoji will then mimic and act out your facial expressions accordingly.

Touch ⬡ to enable or disable the background.

3 Touch **GIF** to enable GIF mode, then look straight at the front camera.

4 Touch and hold ⊚ to start recording.

5 After the recording is complete, add text or directly save the Qmoji. The Qmoji will be saved to Gallery in GIF format.

Use 3D Qmoji to Record Videos

1 In **AR Lens** mode, touch **3D Qmoji**, and select an animated Qmoji.

Touch ⬡ to enable or disable the background.

2 Touch **GIF** to disable GIF mode, then look straight at the front camera.

3 Touch ⦿ to start recording.

4 Touch ◻ to finish recording.

Light Painting

Use Light Painting to Shoot Light Trails

Light painting helps you capture light trails by allowing the shutter to stay open for a longer time. No manual aperture and shutter adjustment is involved.

Just choose from the available options depending on the subjects and light conditions. To reduce camera shake, a tripod is recommended to steady your phone.

Capture Car Light Trails in Traffic Trails Mode

Traffic trails mode lets you create artistic photos of car light trails at night.

1 Go to **Camera** > **More** > **Light painting** and select **Traffic trails**.

2 Find a spot where you'll see the light trails created by cars from a distance. Ensure that car headlights do not point directly at the camera, as this can overexpose the image.

3 Touch ◯ to start shooting. Look at the shot in the viewfinder.

4 When the exposure is just right, touch ◻ to finish shooting.

Capture Light Drawings in Light Graffiti Mode

Light graffiti mode lets you create patterns or write words by moving a light source in front of the camera.

1 In **Light painting** mode, select **Light graffiti**.

2 In a dark environment without distracting light sources, move a suitably bright light source of an appropriate color, such as a small torch or glow stick, in front of the camera. Avoid exaggerated body movements as this may affect the shooting results.

3 Touch ◯ to start shooting. Look at the shot in the viewfinder.

4 When the exposure is just right, touch ◻ to finish shooting.

Capture Rivers and Waterfalls in Silky Water Mode

Silky water mode lets you capture silky smooth photographs of waterfalls and rivers.

1 In **Light painting** mode, select **Silky water**.

2 This feature works best when taking photos of a stream or waterfall where there is a lot of flowing water.

3 Touch ◯ to start shooting. Look at the shot in the viewfinder.

4 When the exposure is just right, touch ▪ to finish shooting.

Capture the Beauty of the Stars in Star Trails Mode

Star trails mode lets you use your camera to capture the movement of the stars in the night sky.

1 In **Light painting** mode, select **Star trails**.

2 For best results, choose a clear night in a location without light pollution and with an unobstructed view of the sky.

3 Touch ◯ to start shooting. Look at the shot in the viewfinder.

4 When the exposure is just right, touch ▪ to finish shooting.

Take HDR Photos

Use HDR to Take Photos

When shooting photos with backlighting or a high light contrast, High Dynamic Range (HDR) mode can help you improve light and shadow effects in your photos, giving your photos sharper details.

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

2 Steady your phone.

3 Touch ◯ to take a photo.

Moving Pictures

Take Moving Pictures to Bring Photos to Life

When you want to capture a photo-worthy moment, but do not feel sure about when to touch the shutter button, you can use the Moving picture feature.

A moving picture captures the sounds and images at 4K resolution before and after you touch the shutter button, and allows you to select the best shot and save it as a separate photo. You can also save a moving picture as a GIF file or video.

Take Moving Pictures

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

2 Touch ⊘ to enter Moving picture mode.

3 Touch ◯ to take a photo.

Play Moving Pictures

Moving pictures are saved in JPG format in **Gallery**.

Go to **Gallery** > **Albums** > **Camera**, touch a moving picture, then touch ⊚ at the top of the picture to view it.

The moving picture will automatically stop after a complete playback. You can also touch the screen to stop the playback.

Share Moving Pictures

You can share moving pictures with Huawei or Honor devices using various methods, such as Wi-Fi Direct, Bluetooth, or Huawei Share.

Go to **Gallery** > **Albums** > **Camera**, touch and hold to select the moving pictures you want to share, then touch ⌇ to share them.

If you share moving pictures to third-party apps or incompatible devices, moving pictures will be displayed as static images.

Save a Moving Picture as a GIF File or Video

To save a moving picture as a GIF file or video, touch the moving picture in the album, touch ⋮ , then select **Save as video** or **Save as GIF**.

Add Stickers to Photos

Add Stickers to Photos

Add a sticker, such as time, weather, mood, or food, to spice up your photos.

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

 If the **Stickers** option is not present, touch ⤓ , then download **Stickers**.

2 Touch 🄴 and select a sticker. The selected sticker will be displayed in the viewfinder.

3 Drag the sticker to change its position. You can also edit the text of some types of stickers.

4 Touch ◯ to take a photo.

Documents Mode

Use Documents Mode to Straighten Photos

Images shot at an angle always suffer from the problem of perspective. If you aren't able to take a perfectly straight photo of a document, use Documents mode.

The camera will automatically adjust skewed images shot in Documents mode and remove shadows from them.

Shoot Photos in Documents Mode

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

If the **Documents** option is not present in **More**, touch $\downarrow$, then download **Documents**.

2 Frame the document you want to shoot within the viewfinder, then touch ◎.

3 The camera will automatically identify the text area within the viewfinder, unskew the image, and remove any shadows.

Adjust the Text Area

If you find the skew correction of a photo unsatisfactory, you can also manually adjust the text area.

This is only available for photos taken in **Documents** mode.

1 Go to **Gallery** > **Albums** > **Camera**, then touch the photo you wish to adjust.

2 Touch ▤ above the photo.

3 Drag the four corners to customize the correction area. Then touch ✓. Your phone will reshape the photo as a flat, rectangular image.

Take High-Resolution Photos

Take High-Resolution Photos

Take high-resolution photos if you would like to print them later or display them on a large screen.

1 Go to **Camera** > **More** and select **High-res** mode.

2 Touch 50_{MP} and select 50_{MP} or 50^{AI}_{MP}.

- When you are shooting static objects or scenery in well-lit conditions, select 50^{AI}_{MP} to capture higher quality photos. It may take a longer time to take the photo. Keep your phone steady when the photo is being taken.

- To take a high-resolution photo quickly, select 50_{MP}.

3 Frame your subject within the viewfinder, then touch where you want to focus.
High-res does not allow you to zoom in or out, or adjust the aspect ratio.

4 Touch ◎ to take a photo.

ⓘ · If your phone does not have this option, it indicates that this feature is not supported.

· This feature may vary by device.

Pro Mode

Use Pro Mode to Shoot Like a Pro

Pro mode lets you fine-tune photos and videos and gives you full control over ISO sensitivity, focus mode, and more when taking photos or recording videos.

Use Pro Mode to Take Photos

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

2 You can then:

- Adjust the metering mode: Touch **M** and select a metering mode.

Metering Mode	Description
( ) **Matrix**	Measures the light in the whole frame. Applicable when shooting landscapes.
(•) **Center**	Places more emphasis on light levels at the center of the screen. Applicable when shooting portraits.
• **Spot**	Concentrates on the light in a small area of the screen, such as the subject's eyes.

- Adjust the ISO sensitivity: Touch **ISO** and drag the slider.

  In low-light conditions, increase the ISO sensitivity. In well-lit environments, lower the ISO sensitivity to avoid image noise.

- Adjust the shutter speed: Touch **S** and drag the slider.

  The shutter speed affects the amount of light allowed to enter the camera lens. When you are shooting stationary scenes or portraits, lower the shutter speed. When you are shooting moving scenes or objects, increase the shutter speed.

- Adjust EV exposure compensation: Touch **EV** and drag the slider.

  Increase the EV value in low-light conditions and lower the EV value in well-lit environments.

- Adjust the focus: Touch **AF** and select a focus mode.

Focus Mode	Description
AF-S (single)	Applicable to stationary subjects.
AF-C (continuous)	Applicable to moving subjects.
MF (manual)	Touch the subject on which you want to focus.

- Adjust the color cast: Touch **WB** and select a mode.

  When shooting in bright sunlight, select ☼. In low-light environments, select ⊞.

  Touch ▱ to adjust the color temperature.

- Select the storage format: You can save the photo in JPG or RAW format. RAW format records more detail and gives you a wider range of post-processing options. JPG format, which can be high-resolution or default, takes up less storage space compared to RAW format.

  Touch JPG to select a storage format.

  If you select RAW format, photos that you take will be saved in RAW and standard formats. The RAW format photos will be saved to the RAW photo album in **Gallery**.

- Enable AF assist light: For better focus in low-light environments, touch ⌖.

3 Touch the shutter button to take a photo.

ⓘ In Pro mode, changing a specific setting will sometimes cause other settings to change as well. Adjust them depending on your actual requirements.

Use Pro Mode to Record Videos

1 In **Pro** mode, touch ▭◁ to switch to video mode. You can then:

- Adjust the metering mode: Touch **M** and select a metering mode.

Metering Mode	Description
( ) **Matrix**	Measures the light in the whole frame. Applicable when shooting landscapes.
(•) **Center**	Places more emphasis on light levels at the center of the screen. Applicable when shooting portraits.
• **Spot**	Concentrates on the light in a small area of the screen, such as the subject's eyes.

- Adjust the ISO sensitivity: Touch **ISO** and drag the slider.
  In low-light conditions, increase the ISO sensitivity. In well-lit environments, lower the ISO sensitivity to avoid image noise.
- Adjust the shutter speed: Touch **S** and drag the slider.
  The shutter speed affects the amount of light allowed to enter the camera lens. When you are shooting stationary scenes or portraits, lower the shutter speed. When you are shooting moving scenes or objects, increase the shutter speed.
- Adjust EV exposure compensation: Touch **EV** and drag the slider.
  Increase the EV value in low-light conditions and lower the EV value in well-lit environments.
- Adjust the focus: Touch **AF** and select a focus mode.

Focus Mode	Description
AF-S (single)	Applicable to stationary subjects.
AF-C (continuous)	Applicable to moving subjects.
MF (manual)	Touch the subject on which you want to focus.

- Adjust the color cast: Touch **WB** and select a mode.

  When shooting in bright sunlight, select ☀. In low-light environments, select ▥.

  Touch 🔲 to adjust the color temperature.

2 Touch ⊙ to start recording.

ⓘ In Pro mode, changing a specific setting will sometimes cause other settings to change as well. Adjust them depending on your actual requirements.

Record Videos

Record Videos

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

2 Adjust the following settings:

- Zoom in or out: Pinch in or out on the viewfinder, or drag the zoom slider.

- Focus: Touch the location you want to focus on. Touch and hold the viewfinder to lock the exposure and focus.

- Turn the flash on or off: Touch ⚡, then touch 💡 to keep the flash on, or ⚡ to turn it off.

  When using the front camera to record videos, you can set the flash to 💡 (Always on) when there is insufficient light. The camera will then increase the screen brightness to illuminate the subject's face.

- Adjust the beauty effect: Touch 😊 and drag the slider to adjust beauty settings.

- Adjust the video resolution and frame rate: Go to ⚙ > **Video resolution** and select the desired resolution. A higher resolution will result in a higher quality video with a larger file size.
  Touch **Frame rate** to select a frame rate.

- Select a video format that saves on storage space: Touch ⚙ and enable **Efficient video format**.
  When this feature is enabled, your phone will use a video format that takes up less storage space. However, this may result in other devices being unable to play the video. Please exercise caution when selecting this option.

  ⓘ Not all devices support these features.

3 Touch ⦿ to start recording.

While recording, touch and hold ➕ or ➖ to smoothly zoom in or out.

Touch ◯ to take a photo while recording.

4 Touch ⏸ to pause the recording and ⏹ to end the recording.

Use AI Movie Effects to Record Videos

Use AI movie effects to add an artistic element to your videos without the need for post-processing.

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

2 Switch to the rear camera, touch ▦, and select a special effect.

3 Go to ⚙ > **Video resolution** and select 21:9 to give your video a cinematic character.

4 Touch ⦿ to start recording.

While recording, touch ◯ to take a photo with the selected special effect.

5 Touch ⊡ to end the recording.

Shoot 4K UHD Videos

Your phone supports 4K Ultra HD (UHD) video recording.

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

2 Go to ⚙ > **Video resolution** and select **[16:9] 4K**.
Beauty mode, filters, and special effects are not supported at 4K, and will be automatically disabled when you select the 4K resolution.

3 Return to the **Video** screen and touch ⦿ to record a video.

ⓘ A higher resolution will result in a higher quality video, but will also take up more storage space.

Enable Sound Volume to Adjust with the Zoom Level

When you are shooting a video, your phone can focus on the sound of the subject you are shooting, so that the sound turns up as you zoom in.

For example, if you are recording a child singing onstage, the child's voice will become clearer as you zoom in on the child.

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

2 When using the rear camera, aim the camera at the subject you want to record.

3 Touch ⦿ to start recording. Zoom in on the subject by pinching out on the viewfinder or dragging the zoom slider up.
As the camera zooms in, the recorded sound will become clearer.

4 Touch ⊡ to end the recording.

AI Movie Effects

Take Tracking Shots

Tracking shots allow the camera to follow the subjects being recorded so that they always remain in the center of the viewfinder.

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

2 Touch ⊘ to confirm that Tracking shot is enabled.

3 Frame the subject in the viewfinder. Your phone will automatically identify the trackable subjects and display the ⌐+⌐ icon around them. Touch one of the ⌐+⌐ icons to start tracking the subject.

> ℹ️ Tracking shots support people, cats, and dogs. A maximum of three subjects can be tracked in the same viewfinder.

4 Touch ⦿ to start recording. During the recording, the camera automatically zooms in or out along with the tracked subject so that the subject remains in the center of the viewfinder.
You can also touch other trackable subjects in the viewfinder to start tracking them.

5 Touch ⅠⅠ to pause and ■ to end the recording.

Slow-Mo Recording

Shoot Slow-Mo Videos

Use Slow-mo mode to capture fleeting moments in detail. Adjust the slow motion speed based on how slow you want your footage to appear.

- 128x super slow-mo: The camera slows down time by 128x. This mode is suitable for shooting super high speed motions, such as insects flapping wings and lightning strikes.
- 32x super slow-mo: When the camera detects a moving object in the viewfinder, it will record a super slow motion video. This mode is suitable for shooting high speed motions, such as bubbles popping and water splashing.
- 4x or 8x slow-mo: You can customize the overall shooting length and the length of the slow-mo portion. This mode is suitable for shooting breakdowns of fast movements, such as diving into water and a football being kicked.

Shoot Slow-Mo Videos at 128x

1 Go to **Camera** > **More** and select **Slow-mo** mode.

2 Touch 🎚, select **128X**, and make sure motion detection is enabled (⌐«•⌐ should be displayed at the top of the screen).

3 Frame your subject in the viewfinder, then touch ⦿ to start recording. When the camera detects a moving object in the viewfinder, it will record a super slow motion video at 128x.

To record a video manually, touch ⌐«•⌐ to disable motion detection, then touch ⦿ to start recording.

Shoot Slow-Mo Videos at 32x

1 Go to **Camera** > **More** and select **Slow-mo** mode.

2 Ensure that the speed is **32X** and motion detection is enabled (⌞⊙⌝ should be displayed at the top of the screen).

3 Frame your subject in the viewfinder, then touch ⊙ to start recording. When the camera detects a moving object in the viewfinder, it will record an epic, super slow motion video.

To record a video manually, touch ⌞⊙⌝ to disable motion detection, then touch ⊙ to start recording.

Shoot Slow-Mo Videos

1 Go to **Camera** > **More** and select **Slow-mo** mode.

2 Touch ⊙ and select 4x or 8x.
> 🛈 The 8x option is not available on certain devices.

3 Touch ⊙ to start recording.

4 Touch ▣ to end the recording.

Shoot Slow-Mo Videos with the Front Camera

You can use the front camera to take slow-motion selfie videos such as of your hair being tossed by the wind.

1 Go to **Camera** > **More**, select **Slow-mo** mode, then touch ⊙ to switch to the front camera.

2 Touch ⊙ and select a speed.

3 Touch ⊙ to start recording.

4 Touch ▣ to end the recording.

Adjust the Slow-Mo Part in Slow-Mo Videos

The length of the slow-mo part in slow motion videos can be adjusted.
> 🛈 This feature is only available for slow motion videos recorded at 4x or 8x.

1 Go to **Gallery** > **Albums** > **Camera** and select a slow motion video.

2 Touch ▶ to play the video. During playback, touch the video to display the editing screen.

3 Drag the sliders to adjust the part you want to be played back in slow motion. Other parts of the video will be played back at a normal speed.

4 Touch ⋮ to adjust the volume of the background music and the brightness.

5 When you are finished, go to ⋮ > **Save slow-mo file** to save your edits.

ⓘ For the best results when sharing, share the 4x or 8x slow motion videos in which your
edits have been saved.

Time-Lapse Photography

Use Time-Lapse to Create a Short Video

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

1 Go to **Camera** > **More** and select **Time-lapse** mode.

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

3 Touch ⊙ to start recording, then touch ▪ to end the recording.

The recorded video is automatically saved to Gallery.

Take Time-Lapse Photos with Custom Settings

By default, **Time-lapse** mode uses preset settings. To customize the settings, touch **Auto**. You
can then:

- Touch ⟳ to adjust the recording speed. For example, record traffic trails at 15x or
blooming flowers at 1800x.
A video recorded at a higher speed will play faster.

- Touch ⏱ to set the recording duration.

- Touch **PRO** to adjust the metering mode, shutter speed, ISO, and more.

- Touch ⊙ to start recording. If no recording duration is set, touch ▪ to end the
recording.

Dual-View Mode

Record Dual-View Videos

The Dual-view feature splits the recording screen into two views, allowing you to watch the
regular view side by side with a zoomed-in view.

1 Go to **Camera** > **More**, then touch **Dual-view**.

2 Frame your subject in the viewfinder, then touch ⊙ to start recording.
The regular view and the zoomed-in view will display side by side on the screen, with the
zoomed-in area being the center of the regular view. You can adjust the zoom level by
pinching in or out on the zoomed-in view.

3 Touch ⬛ to end the recording.

微电影

Tell Your Story in Story Creator Mode

In **Story creator** mode, you can choose a template and follow the instructions to create an engaging story with the camera, without manual focus and zooming.

1 Go to **Camera** > **More** and select **Story creator** mode.

2 Touch a template to preview the effect. Touch ⬚ to start.

3 Your phone will instruct you to take several shots. Before shooting, the viewfinder will show the effect of each shot. Touch ✕ to close the preview.

Touch ⬤ to start recording. Your phone will take care of the focusing and zooming in the viewfinder. When the preset time has elapsed, your phone will stop recording. You can touch ⬤ and record the next shot until all shots are recorded.

4 To shoot a different scene, exit the camera. Your phone will automatically save your shots. When you enter **Story creator** mode again, you can continue with the saved shots (only the shots recorded from the last time are saved).

5 When you are finished, your phone will automatically splice the shots and create a video clip with music. If you are unsatisfied with any of the shots, touch the preview frame of the shot, then touch 🎥 and follow the onscreen instructions to retake the shot.

If you are unsatisfied with all shots, touch 🗑 to remove them all and shoot again.

6 When you are finished, touch 💾 to export the video to the **Videos** album.

Leica Colors

Use Leica Colors

1 Open **Camera** and make sure the rear camera is in use.

2 Touch ▦, then select **Leica standard**, **Leica vivid**, or **Leica smooth**.

3 Touch the shutter button to take a photo or start recording a video.

ⓘ Not all camera modes support Leica colors.

Filters

Apply a Filter to Photos or Videos

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

2 Touch ▦ or ⊗ to select a filter and preview the effect.

ⓘ Some phones do not have the ▦ icon.

3 Touch the shutter button to take a photo or start recording a video.

Adjust Camera Settings

Adjust Camera Settings

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

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

Adjust the Aspect Ratio

Go to **Camera** > ⚙ > **Aspect ratio** and select an aspect ratio.

ⓘ This feature is not available in some modes.

Enable Location Tag

Enable **Location tag** to tag your location in photos and videos.

Swipe up on a photo or video in Gallery to view its shooting location.

Add Device Watermarks

Enable **Add watermark**. Photos and videos shot with the rear camera will have a device watermark added.

ⓘ Adding a device watermark to videos is not supported on certain phones.

Use the Assistive Grid to Compose Your Photos

Use the assistive grid to help you line up the perfect shot.

1 Enable **Assistive grid**. Grid lines will then appear in the viewfinder.

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

Enable Mirror Reflection

When using the front camera, touch ⚙ to enable or disable **Mirror reflection**.

Mute the Shutter Sound

Enable **Mute** to mute the camera shutter sound.

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

Capture Smiles

Enable **Capture smiles**. The camera will take a photo automatically when it detects a smile in the viewfinder.

Use the Horizontal Level for Better Compositions

Enable **Horizontal level** to display a horizontal guiding line on the viewfinder.

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

Manage Gallery

View Photos and Videos

In Gallery, you can view, edit, and share your photos and videos, as well as browse the clips automatically generated from them.

Add an album

Gallery settings

Search photos

Touch to view
the album

View recently
deleted items

View Highlights

Create videos and
collages

View photos by album
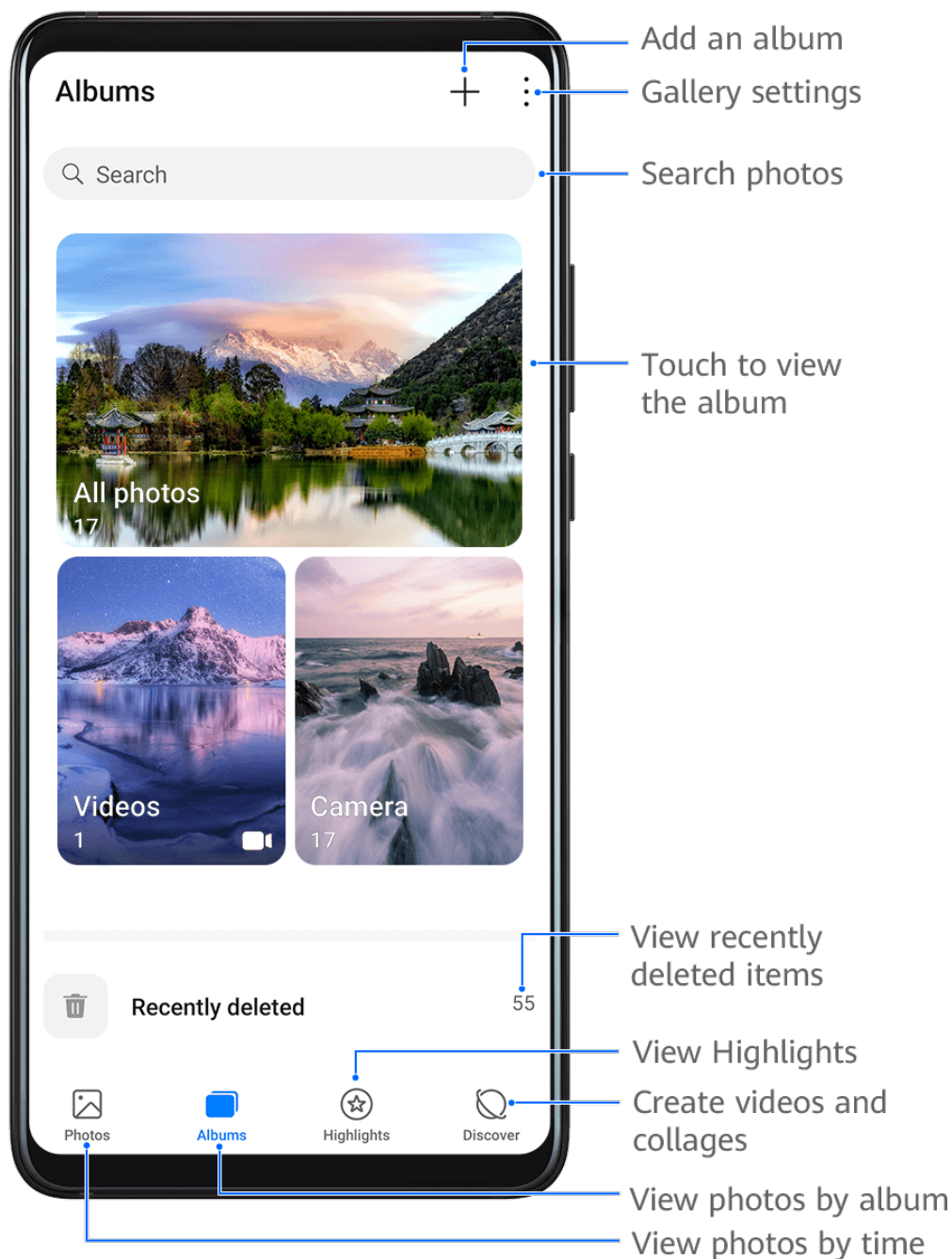
View photos by time

View by Shooting Time

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

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

View by Album

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

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

View by Category

Gallery intelligently sorts photos into categories, allowing you to quickly sift through large albums by category.

Touch a category album on the **Discover** tab (such as food, portrait, or scenery) to view photos in that album.

View Details About Photos and Videos

1 In Gallery, touch a photo or video to view it in Full screen mode. Touch the screen again to hide the menu.

2 When in Full screen mode, touch ⓘ to view details about the photo or video, such as the storage path, resolution, and size.

View Photos or Videos on Other Devices from Your Phone

With Multi-device browsing, you can browse and search for photos and videos saved on other phones and tablets.

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

- Before using this feature, ensure that the battery level of your device is more than 10%.

1 Connect your phone and the target device to the same router or personal hotspot, log in to the same HUAWEI ID, and enable Bluetooth on both devices. The two devices will then automatically connect to each other.

2 Go to **Settings** > **More connections** > **Multi-Device Collaboration** and ensure that **Multi-Device Collaboration** and **Multi-Device Gallery** (if displayed) are enabled.
If your device does not have the **Multi-Device Collaboration** switch, it indicates that this feature is not supported.

3 After the connection is set up, the **Other devices** tab will be displayed under **Gallery** > **Albums**.

4 Touch the **Other devices** tab to view connected devices. You can:

- Browse photos or videos on the connected devices: Touch a connected device to view the albums stored on that device.

- Search for photos: On the **Albums** tab, enter a keyword (such as "food" or "scenery"). The search results will be displayed by device.

- Save items from other devices to your phone: Touch the target device, touch and hold to select photos or videos, then touch ⤓.
The saved items are displayed in **Gallery** > **Albums** > **From other devices**.

To disable this feature, disable **Multi-Device Collaboration**.

Quickly Search for Photos in Gallery

Quickly locate a photo by searching with keywords in Gallery.

1 Open **Gallery**, then touch the search box at the top.

2 Enter a keyword (such as "food", "scenery", or "flower").

3 Photos related to that keyword as well as suggested keywords will be displayed. Touch a suggested keyword or enter more keywords for more precise results.

Edit Photos and Videos

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

Basic Editing

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

- Crop and rotate: Touch **Crop**, select a frame, then drag the grid or its corners to select which part you want to keep.
  To rotate the photo, touch **Crop** and drag the angle wheel to the desired orientation.
  To rotate the photo by 90 degrees, touch ⟲. To mirror the photo, touch ▷◁.

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

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

- Other: Touch **More** to edit the photo in other ways, such as by adding a color splash, blur, doodle, or text element.

2 Touch ✓ to save your edits and touch 💾 to save the photo.

Add Stickers to Photos

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

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

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

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

Pixelate Photos

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

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

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

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

Rename Photos

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

2 Go to ⋮ > **Rename** and enter a new name.

3 Touch **OK**.

Collage

You can use the collage feature in Gallery to quickly combine multiple photos into one for easier sharing.

1 You can access the collage feature in either of the following ways:

- On the **Discover** tab, touch **Make a collage**, select the desired photos, then touch **Create**.

- On the **Photos** or **Albums** tab, touch and hold to select desired photos, then go to ⌯ > **Collage**.

2 Select a template. You can then:

- Relocate a photo: Touch and hold the photo and drag it to a different position.

- Adjust the displayed portion of a photo: Slide on the photo, or pinch in or out on it so that only the desired part is displayed in the grid.

- Rotate a photo: Touch the photo, then touch ⟲ to rotate it or ◁|◁ to flip it.

- Add or remove borders: By default, borders are displayed between photos and along the grid edges. To remove them, touch **Frame**.

3 Touch 💾 to save the collage.
   To view the saved collage, go to **Albums** > **Collages**.

Edit Videos

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

2 Touch 🖉. Then you can:

- Select a video template: Touch 🖌 .

- Crop the video: Touch ✂, then drag the slider at both ends of the video clip to select which part you want to keep. Touch ▶ to preview the cropped video.

- Adjust the frame and video resolution: Touch ✂, then touch **Frame** to select a frame, and **Resolution** to select a video resolution.
   ⓘ A higher resolution will result in a higher quality video, but will also take up more storage space.

- Edit background music: Touch ♫ and choose from preset background music or your locally saved music.

  To turn off the original video sounds, touch 🔊.

- Add filter effects: Touch ⊙ to select a filter. Drag the slider to adjust the filter effect.

- Edit the intro and outro: Touch Ⓣ to select an intro and outro. After the preview is complete, touch the screen to edit the text content and style of the intro.

3 When you are finished, touch ⊟ to export the video.
The edited videos are saved in the **Video Editor** album, and the original video is left unchanged.

Share Photos and Videos

There are several ways to share photos and videos from **Gallery**:

- Share a single photo or video: Touch the photo or video, then touch ⤴.
- Share multiple photos or videos: In an album, touch and hold to select multiple photos and videos, then touch ⤴.

Organize Albums

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

Add Albums

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

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

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

Sort Albums

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

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

Move Photos and Videos

1 Open an album, then touch and hold to select the photos and videos you want to move.

2 Touch ⋮ > **Move** to select the desired album.

3 Once the items are moved, they will no longer be in their original album.

ⓘ The **All photos** and **Videos** albums show all photos and videos stored on your device. Moving items across albums will not remove them from these albums.

Delete Photos and Videos

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

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

Deleted photos and videos will be temporarily moved to the **Recently deleted** album before being permanently deleted after 30 days.

To permanently delete a photo or video manually, touch and hold its thumbnail in the **Recently deleted** album, then go to 🗑 > **Delete**.

Recover Deleted Photos and Videos

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

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

Add Photos and Videos to Favorites

Open a photo or video, then touch ♡.

The item will appear in both its original album and the **My favorites** album.

Block Albums

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

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

2 If ⬚ is displayed at the top, go to ⬚ > **Block**.
Blocked albums cannot be viewed in other apps except **Files**.

3 To unblock an album, go to ⋮ > **Blocked albums**, then touch **Unblock** next to the album.

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

Hide Albums

You can hide photos and videos in Gallery to keep them private.

On the **Albums** tab, touch an album, touch and hold to select the photos and videos you want to hide, then go to ⋮ > **Hide** > **OK**.

The selected photos and videos will then be hidden. You can then:

· On the **Albums** tab, go to ⋮ > **Hide albums** to view the hidden photos and videos.

- In **Hide albums**, touch and hold to select photos and videos, then touch **Unhide**.
  These photos and videos will be restored to their original albums.

Golden Snap

Spruce Up Photos with Golden Snap

You can up your photo game with AI-powered Golden Snap, which helps you quickly remove unwanted reflections and blurriness from photos, straighten photos, or get rid of shadows in photos of documents.

If you have taken a moving picture, you can also use Golden Snap to remove passersby.

Brighten, Demist, and Straighten Your Photo

1 Open **Gallery**, touch a photo, then touch ✐.

2 Touch **Smart** to access the smart editing screen. You can then:
- Perform one-touch automatic optimization: Touch **Auto** for your phone to intelligently optimize the photo.
- Remove reflections: Touch **Remove reflection**. Your phone will automatically detect and remove reflections in the photo.
- Brighten the photo: Touch **Brighten**.
- Remove blurriness: Touch **De-mist**. Your phone will automatically detect and remove blurriness in the photo.
- Straighten the photo: Touch **Straighten**. Your phone will automatically check whether the photo is tilted (for example, whether the background horizon line is tilted) and correct the tilt.

  ⓘ If you want to apply more than one of the aforementioned features to the photo, save the photo each time you apply a feature.

3 Touch 💾 and follow the onscreen instructions to save the photo to the same album as the original photo.

Remove Passersby from Moving Pictures

ⓘ The features below are not available on all devices.

1 Open **Gallery**, touch the moving picture you want to edit, then touch ✐.

2 Touch **Smart** to access the smart editing screen. You can then:
- Set the cover: Your phone recommends the best three frames, which are indicated by crown icons. Select the desired frame and touch **Set as cover** to set it as the cover, which is indicated by a dot over the frame.

- Remove passersby: After you set the cover, touch ⚐. Your phone will automatically identify and remove passersby from the photo.
This feature only supports removing passersby who have fully entered the frame during shooting.

- Other smart editing features: After you set the cover, you can touch **Auto**, **Remove reflection**, or **De-mist** to perform automatic optimization, remove reflections, and remove blurriness.

  ⓘ If you want to apply more than one of the aforementioned features to the photo, save the photo each time you apply a feature.

3 When you are finished, touch ⊟ to save the photo to the same album as the original photo.

4 To save the moving picture as a still image, touch ✎, select a mode other than **Smart**, and then touch ⊟. The cover frame will then be saved as a still image.

Documents

If a photo of a document is skewed, you can use the **Documents** function in Gallery to straighten the photo.

1 Open **Gallery**, touch a photo of a document, then touch ✎.

2 Go to **Smart** > **Documents** and drag the four corners to select the area to be straightened.

3 Touch ✓. Your phone will then straighten the selected area.

4 Touch ⊟ and follow the onscreen instructions to save the photo to the same album as the original photo.

Gallery Smart Categorization

Smart Photo Categorization

Gallery automatically sorts your photos into categories such as portraits, locations, and scenery, so you can quickly find what you're looking for.

Go to **Gallery** > **Discover** to view your photos organized into categories.

To remove a photo from an album, touch and hold to select the photo, then touch ⬆ (or ⬤ for portraits).

ⓘ Not all photos can be removed from the category albums.

View and Set People Albums

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

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

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

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

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

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

Huawei Vlog Editor

Create a Vlog with Photos and Videos

You can quickly create a vlog with photos and videos on your device, jazz it up with some background music and filter effects, then share it with others.

1 Go to **Gallery** > **Photos**.

2 Touch and hold to select photos and videos, then go to ☀ > **Video** to create a vlog. You can then:

- Select a video template: Touch 🖌 .

- Edit video clips: Touch ✂ to adjust the video frame or length, or add or delete video clips.

  If you have selected a video, you can also touch ✎ on the video timeline and then drag the sliders at both ends to trim the video to the desired length.

- Edit background music: Touch 🎵 and choose from preset background music or your locally saved music.

- Add filter effects: Touch ⊛ to select a filter. Drag the slider to adjust the filter effects.

- Edit the intro and outro: Touch Ⓣ to select an intro and outro.
  After the preview is complete, touch the intro text to edit its content and style.

3 When you are finished, touch 💾 to save the video and follow the onscreen instructions to export it.

Share Huawei Vlogs

1 Go to **Gallery** > **Albums** > **Video Editor**, where you will find all your exported videos.

2 Touch and hold to select the videos you want to share, then touch ⦵.

Create Videos with Templates

The **Create story** feature allows you to fit multiple videos nicely into a preset template with transitions, background music, and other special effects.

1 Go to **Gallery** > **Discover** and touch **Create story**.

2 Touch a template to preview what it looks like, and touch **Create video** to start creating.

3 Follow the onscreen instructions to select multiple videos, then touch **Create**.

4 Your phone will display the preview. You can touch **Filters** to change the filter or touch **Outro** to add an outro.

   If you are unsatisfied with any of the clips, touch the clip in **Edit**, then touch ⬁ to select another clip, or touch **Replace** to select another video.

5 Touch ⊟ to save the video.

People Album Videos

View, Edit, and Share People Album Videos

Gallery automatically creates People albums by identifying faces in photos.

View, edit, and share the videos generated in these People albums.

View Huawei Vlogs

1 Go to **Gallery** > **Discover** and touch a People album.

2 Touch ▶ on the album cover.

Edit People Album Videos

Apply special effects, filters, and background music to make your videos stand out.

1 Touch ▶ to play the video. During playback, you can:

   - Select a video template: Touch 🖌 .

   - Edit clips: Touch ✂ to adjust the video frame or length, or add or delete clips.

   - Edit background music: Touch 🎵 and choose from preset background music or your locally saved music.

- Add filter effects: Touch ⊛ to select a filter. Drag the slider to adjust the filter effects.

- Edit the intro and outro: Touch Ⓣ to select an intro and outro.

  After the preview is complete, touch the intro text to edit its content and style.

2 When you are finished, touch 💾 to save the video and follow the onscreen instructions to export it.

Share People Album Videos

Go to **Gallery** > **Albums** > **Video Editor**, where you will find all your exported videos.

Touch and hold to select videos you would like to share, then touch ⤳.

Highlights

Highlights

Gallery automatically creates **Highlights** albums from your best photos and videos based on time, location, and theme information, and even generates a short video clip so you can instantly relive the good times.

- To start using **Highlights**, go to **Camera** > ⚙ and enable **Location tag**.
- **Highlights** albums are created automatically when your phone is charging, the screen is turned off, and the battery is at least 50% charged. This process may take some time. **Highlights** albums will not be created if there are fewer than 10 photos or videos in Gallery.

View Highlights Videos

1 Go to **Gallery** > **Highlights** and touch an album.

2 Touch ▶ to play the video.

Edit Highlights Videos

1 When you are watching a **Highlights** video, touch the video to select a preset template at the bottom of the screen.

2 To make even more customizations, you can:

- Select a video template: Touch 🖌 .

- Edit clips: Touch ✂ to adjust the video frame or length, or add or delete clips.

- Edit background music: Touch 🎵 and choose from preset background music or your locally saved music.

- Add filter effects: Touch ⚙ to select a filter. Drag the slider to adjust the filter effects.

- Edit the intro and outro: Touch Ⓣ to select an intro and outro.

  After the preview is complete, touch the intro text to edit its content and style.

3 When you are finished, touch 💾 to save the video and follow the onscreen instructions to export it.

Change the Highlights Album Cover

1 On the **Highlights** tab, touch an album.

2 Go to ⋮ > **Change cover**, select a photo, then touch ✓ .

Share Highlights Videos

You can share **Highlights** videos as photos or videos.

Share Highlights Videos as Videos

1 Go to **Gallery** > **Albums** > **Video Editor**, where you will find all your exported videos.

2 Touch and hold to select the videos you want to share, then touch ⌁ .

Share Highlights Videos as Photos

Touch the **Highlights** album you want to share, then go to ⋮ > **Share**. Follow the onscreen instructions to share the created photo.

You can also share the photo under **Gallery** > **Albums** > **Collages**, where the photos created for Highlights videos are saved by default.

Add or Remove Photos and Videos from Highlights Albums

1 On the **Highlights** tab, touch an album.

2 You can then:

- Add photos or videos: Touch ＋, select the items you want to add, then touch ✓ .
- Remove photos or videos: Touch and hold to select photos or videos you want to

  remove, touch ⬆, then touch **Remove**.

Rename Highlights Albums

1 On the **Highlights** tab, touch an album.

2 Go to ⋮ > **Rename** and enter a new name.

Delete Highlights Albums

1 On the **Highlights** tab, touch an album.

2 Go to $\vdots$ > **Delete** and touch **Delete**.

Apps

Apps

App Basics

Locate an Installed App

Swipe down from the middle of the home screen to show the search bar, and enter the app

name. When the app is found, touch ⊙ next to its name.

Uninstall an App

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

- Touch and hold the app icon you want to uninstall until your phone vibrates, touch
  Uninstall, then follow the onscreen instructions to uninstall the app.
- Go to **Settings** > **Apps** > **Apps**, touch the app you want to uninstall, then touch **Uninstall**.

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

Manage Background Apps

1 Access the recent tasks screen using either of the following methods, depending on the
navigation method you are using:

- **Gestures**: Swipe up from the bottom of the screen and hold.

- **Three-key navigation**: Touch ☐.

2 On the recent tasks screen, you can:

- Swipe across to view app previews.

- Touch an app preview to access an app.

- Swipe up on an app preview to close an app.

- Swipe down on an app preview to lock it. 🔒 will appear at the top of the app

  preview. Touching 🗑 will not close this app.

- Swipe down again to unlock it. 🔒 will disappear.

- Touch 🗑 to close all apps (except for those you have locked).

Clear the Cache of an App

Delete app cache files to free up storage space.

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

Contacts

Create and Edit Contact Information

You can create contacts in multiple ways, as well as view and manage your contacts list.

Create Contacts

1 Open **Phone**, touch the **Contacts** tab, and touch ⊕.
If you are creating a contact for the first time, touch **Create new contact** to start adding a contact.

2 Set a profile picture for the contact, enter information such as the name, organization, and phone number of the contact, then touch ✓.

Import Contacts

1 On the **Contacts** screen, go to ⋮ > **Settings** > **Import/Export**.

2 You could follow the onscreen instructions to import contacts. Such as **Import via Bluetooth**, **Import via Wi-Fi Direct**, **Import from storage**, and so on.

Scan Business Cards to Add Contacts

1 On the **Contacts** screen, go to ⋮ > **Scan** or go to **Business cards** > **Scan**.

2 Place a business card on a flat surface, adjust the camera so that the contents on the business card are clearly displayed in the viewfinder, then touch ◎ to capture a single or multiple business cards in a row.

3 After the photos are taken, your device will automatically identify the contact information. Touch ✓ to save the contact.

You can view the scanned business cards in **Business cards**.

Scan a QR Code to Add a Contact

If a QR code contains contact information, you can scan the QR code to quickly add a contact.

1 On the **Contacts** screen, go to ⋮ > **Scan** or go to **Business cards** > **Scan**.

2 Take a photo of a QR code or select a photo of a QR code from Gallery, and contact information contained in the QR code can be identified and added.

Merge Duplicate Contacts

1 On the **Contacts** screen, go to ⋮ > **Settings** > **Organize contacts** > **Merge duplicate contacts**.

2 Select duplicate contacts you want to merge and touch **Merge**.

Search for Contacts

1 Open **Contacts**, go to ⋮ > **Settings** > **Display preferences**, and touch **All contacts** to display all your contacts. Ensure that the corresponding icon at the bottom is enabled.

2 Search for contacts using either of the following methods:

- Swipe down from the middle of the home screen and enter a keyword for the contact you want to find in the search box (such as their name, initials, or email address). You can also enter multiple keywords, such as "John London", to quickly find matching contacts.

- On the top of the **Contacts** screen, enter keywords for the contact you want to find in the search box.

Share Contacts

1 On the **Contacts** screen:

- Touch and hold the contact you want to share, then touch **Share contact**.

- Touch the contact you want to share, then go to ⋮ > **Share contact**.

2 Select a sharing method, then follow the onscreen instructions to share the contact.

Export Contacts

1 On the **Contacts** screen, go to ⋮ > **Settings** > **Import/Export**.

2 Touch **Export to storage** and follow the onscreen instructions to export contacts.

The exported **.vcf** files are saved in **Files** > **Categories** > **Internal storage** by default.

Delete Contacts

Delete contacts using either of the following methods:

- Touch and hold the contact you want to delete, then touch **Delete**.

- Touch the contact you want to delete, then go to ⋮ > **Delete contact**.

- On the **Contacts** screen, go to ⋮ > **Settings** > **Organize contacts** > **Delete multiple contacts**, select the contacts you want to delete, then touch 🗑.

To restore deleted contacts, go to ⋮ > **Settings** > **Organize contacts** > **Recently deleted**, touch and hold the contact you want to restore, select any other contacts you also want to restore, then touch ↺.

Manage Contact Groups

You can conveniently send emails or messages to multiple contacts by creating and managing contact groups. Your phone automatically groups contacts by company, city, and last contact time, but you can also create new groups based on your preferences.

Create a Contact Group

1 Open **Phone**, touch the **Contacts** tab, and touch **Groups**.

2 Touch ＋, enter the group name, such as "Family" or "Friends", then touch **OK**.

3 Follow the onscreen instructions to add contacts to the group, then touch ✓.

Edit a Contact Group

1 On the **Groups** screen, select the group you want to edit and touch ＋ to add a new contact.

2 Touch ⋮ for **Remove members**, **Group ringtone**, **Delete group**, or **Rename**.

Send Group Messages or Emails

On the **Groups** screen, open a group. You can then:

- Touch 💬 to send a group message.

- Touch ✉ to send a group email.

Delete Contact Groups

On the **Groups** screen, do either of the following to delete a contact group from your phone:

- Touch and hold the group and select **Delete**.

- Touch 🗑, select the groups you want to delete, and touch 🗑.

Create Personal Information

You can create a business card containing your personal information to share with others. You can also add personal emergency information so you can call for help quickly in an emergency.

Create a Personal Business Card

1 Open **Phone**, touch the **Contacts** tab, and touch **My card**.

2 Set your profile picture and enter personal information, such as your name, work address, and phone number.

3 Touch ✓ to automatically create a QR code business card.
You can share your business card using the QR code.

Add Emergency Information

1 From the **Contacts** screen, go to **My card** > **Emergency information**.

2 Touch **ADD** and set your personal, medical, and emergency contact information.

Once you have added emergency contacts and you find yourself in an emergency, access the lock screen for inputting your password, go to **Emergency** > **Emergency information** > **Emergency contacts**, and select an emergency contact to make a call.

Erase Contact Traces

1 Open **Phone**, touch the **Contacts** tab, then touch a contact to erase your contact traces.

2 Go to ⋮ > **Erase history** > **Erase** to delete all call and message records for that contact.

Phone

Make a Call

Dial a Number or Select a Contact to Make a Call

Use either of the following methods to make a call:

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

Touch 📞 to end the call.

Use Speed Dial

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

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

Press the Power Button to End a Call

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

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

Set a Call Background

To set a wallpaper as the call background, do the following:

1 Go to **Settings** > **Home screen & wallpaper** > **Wallpaper**.

2 Select a picture and set it as the wallpaper.

You can also set a profile picture for a contact to be shown on the call background.

1 Open **Phone**, touch the **Contacts** tab, then select a contact.

2 Touch ✏ and then 📷 to set a profile picture for the selected contact.

Make an International Call

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

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

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

Manage Call Logs

You can merge the call logs of the same contact or number for a tidier and more concise interface, or delete call logs as required.

Merge Call Logs

1 Go to **Phone** > ⋮ > **Settings** > **Merge call log**.

2 Select **By contact** and your phone will automatically merge the call logs of the same number or contact.

View Missed Calls

1 To display all missed calls, open **Phone**, swipe down on the call log list, then touch the **Missed** tab.
All missed calls are displayed in red in the call log list for you to quickly identify them. You can also find them on the **All** screen.

2 Touch ⓘ next to a call log entry to call back or send a message.

Delete Call Logs

Delete call logs using any of the following methods:

· On the **Phone** screen, touch and hold an entry, then touch **Delete entry**.

· On the **Phone** screen, go to ⋮ > **Delete entries**, select the entries you want to delete, then touch **Delete**.

· On the **Phone** screen, swipe left on the entry you want to delete, then touch 🗑.

Set a Ringtone for Incoming Calls

You can set your favorite music or a video as the ringtone for incoming calls.

If you are carrying your phone in your pocket, the ringtone volume will gradually increase. This helps prevent you from missing important calls.

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

Set a Music Ringtone

1 Go to **Phone** > ⋮ > **Settings** > **Ringtone**.
Or go to **Settings** > **Sounds & vibration** > **Phone ringtone**.

2 Select a system ringtone, or touch **Music on device** to set a local song as the ringtone.

3 If you select a system ringtone, touch **Vibration** on the same screen, and select **Synchronized (default)**. When there is an incoming call, your phone will vibrate with rhythm while the system ringtone is playing.
ⓘ Not all products support a synchronized vibration and ringtone.

Set a Video Ringtone

Set a video as the ringtone for incoming calls on your phone.

1 Go to **Phone** > ⋮ > **Settings** > **Ringtone**.
Or go to **Settings** > **Sounds & vibration** > **Phone ringtone**.

2 Touch **Video ringtones** and select a video. You can then preview what it looks like for incoming calls.

3 Touch **SET** to set the video as the ringtone.

Set a Ringtone for a Contact

Set a different ringtone for a particular contact to distinguish more easily when that contact is calling you.

1 Open **Phone**, touch the **Contacts** tab, then select the contact you want to set a ringtone for.

2 On the contact details screen, touch **Ringtone** and select a ringtone.

Use VoLTE to Make HD Video Calls

Voice over LTE (VoLTE) is an IP-based data transmission technology. Once VoLTE is enabled, you can make calls while accessing the Internet on your phone. If your phone supports dual SIM dual VoLTE, you can receive an incoming call on a SIM card even when the other SIM card is already on a call.

VoLTE also provides you with fast call connection times and high-quality voice and video calls.

Enable VoLTE

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

2 If two SIM cards have been inserted, go to **Settings** > **Mobile network** > **Mobile data**. In the network settings area for SIM 1 or SIM 2, enable **VoLTE calls**.

> • This feature may vary depending on your carrier.
>
> • 5G services are only available in some countries and regions.

Make a Video Call

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

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

2 Touch ⬜ to make a video call.

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

Use VoWiFi for a Brand New Calling Experience

The VoWiFi function enables you to make calls on a Wi-Fi network. You can even make VoWiFi calls in Airplane mode.

1 This function requires support from your mobile carrier. Contact your carrier to activate the VoWiFi function.

2 Go to **Phone** > ⋮ > **Settings** > **Wi-Fi Calling**, then enable **Wi-Fi Calling**.

Manage Incoming Calls

You can use the call waiting feature to answer incoming calls when you are already engaged in a previous call.

If you cannot answer a call because your phone is faulty or the network signal is poor, you can also set call forwarding to forward calls to another number or device.

Answer or Reject an Incoming Call

If you receive a call when the screen is locked:

• Drag ◯ right to answer the call.

• Drag ◯ left to reject the call.

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

• Touch 🕐 to set a reminder for calling back.

If you receive a call when the screen is unlocked:

- Touch ![green phone icon] to answer the call.

- Touch ![red phone icon] to reject the call.

- Touch ![message icon] to reject the call and reply with a message.

- Touch ![reminder icon] to set a reminder for calling back.

Answer an Incoming Call with Air Gestures

When it is inconvenient for you to touch the screen, such as while cooking or washing your hands, you can use air gestures to answer an incoming call and turn on Handsfree mode.

1 Go to **Settings** > **Accessibility features** > **Smart Sensing** > **Air press**, and enable **Air press**.

2 When there is an incoming call, hold your hand around 30–40 cm (around 12–16 in.) away from the screen until ![hand icon] is displayed at the top of the screen, then move your hand a little closer towards the screen to answer the call.

ⓘ You can access **Air press** and touch **Tutorial** to learn about related operations.

Enable Call Waiting

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

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

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

This feature may vary depending on your carrier.

Answer a New Incoming Call During a Call

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

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

Enable Call Forwarding

After the Call forwarding feature is enabled, calls that meet your pre-set conditions will be automatically transferred to a specified phone number. This feature requires the support of your carrier. For details, contact your carrier.

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

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

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

This feature may vary depending on your carrier.

Disable Call Forwarding

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

2 Select the forwarding mode and disable it.

Filter and Block Spam Calls

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

Filter Spam Calls

1 Go to **Phone** > ⋮ > **Blocked** > ⚙.

Alternatively, go to **Optimizer** > **Blocked** > ⚙.

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

Block Incoming Calls from Specific Numbers

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

- Go to **Phone** > ⋮ > **Blocked** > ⚙ > **Blocklist**, touch ╋, then add the phone numbers you want to block.
- Open **Phone**, touch the **Contacts** tab, touch the contact you want to block, then choose ⋮ > **Block contact**.

Set Whether to Receive Notifications for Blocked Calls

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

Manage Blocked Calls

On the Blocked screen, you can manage blocked calls, such as by calling back numbers, deleting records, or submitting appeals if a number has been incorrectly marked.

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

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

Emergency SOS and Calls

Use Emergency SOS

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

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

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

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

If **Auto-SOS call** is disabled, after the message is sent, your phone will bring up the emergency call screen, from which you can quickly call an emergency service or one of your emergency contacts.

Make Emergency Calls

In the event of an emergency, you can make emergency calls directly from the lock screen of your phone even if there is no signal.

⚠ The emergency call feature is subject to local regulations and individual mobile carriers. Network issues or other types of interference may lead to emergency calls not working.

1 From the lock screen, access the screen for entering your password, and touch **Emergency**. If you are in an area with a good signal and your phone has an Internet connection, it will automatically obtain your location and display it on the screen.

2 Enter your local emergency number and touch 📞 to call the number. Alternatively, touch **Emergency information** and select an emergency contact to call.

Perform In-call Operations

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

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

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

- Touch ⠿ to use the dialer.

- During a call, you can hide the call screen and access other apps by returning to the previous screen or home screen using the current navigation mode on your phone. To return to the call screen, touch the green icon in the status bar.

- Touch 📞 to end a call.

Use Voicemail

Divert calls to your voicemail when your device is switched off or when there is no cellular coverage. Callers can leave a voice message which you can listen to later.

This feature requires service support from your mobile carrier. Contact your mobile carrier for details.

Enable Voicemail

1 Go to **Phone** > ⋮ > **Settings** and touch **More**.
ⓘ If your phone has two SIM cards installed, configure the settings for SIM 1 and SIM 2 respectively.

2 Go to **Voicemail** > **Voicemail number**, enter the voicemail number obtained from your carrier, and touch **OK**.

Listen to a Voicemail Message

Touch and hold the 1 key on the dialer and then enter your voicemail number.

Messaging

Send and Manage Messages

You can send and receive messages that include text, emojis, pictures, audio files, and more. You can also manage your messages in the message list.

Send Messages

1 Open **Messaging** and touch ⊕ .

2 On the **New message** screen, enter your message content. Touch ⊕ to add other types of content such as pictures and audio files.

3 In the recipient box, touch ╋ , select contacts or contact groups, then touch ✓ .
   To send a group message to those not included in your contacts list, touch anywhere blank in the recipient box and enter the recipients' phone number. Touch the return key in the keyboard when you finish entering each of the phone numbers.

4 After finishing editing, touch ▷ to send the message.

Save a Draft Message

From the **New message** screen, touch ◁ while editing a message to save a draft.

Cancel Sending a Message

On the **Messaging** screen, go to ⋮ > **Settings** > **Advanced**, and enable **Recall messages**. Within six seconds after a message is sent, you can double-tap the message to cancel sending it.

View and Reply to Messages

1 On the **Messaging** screen, select a contact to view your conversations.

2 To reply to a message, enter your message content in the text box, then touch ▷ .

Notifications for new messages will be displayed as banners in the notification panel, and you can touch them to reply to messages.

Mark Messages as Read

You can use any of the following methods to mark messages as read:

· New messages will be displayed in the notification panel in the form of a banner and you can mark them as read there.

· On the **Messaging** screen, swipe left on the message that you want to mark as read, then touch ✓ .

- On the **Messaging** screen, go to ⋮ > **Mark all as read**.

Delete a Message

Delete messages using either of the following methods:

- On the **Messaging** screen, swipe left the message to be deleted, then touch 🗑.

- Touch and hold a message, select multiple messages you wish to delete, then touch 🗑.
  Deleted messages cannot be recovered.

Filter and Block Spam Messages

Set different block rules, such as your blocklist, to block sales, fraud, and other kinds of spam messages.

Block Spam Messages

1 Go to **Messaging** > ⋮ > **Blocked** > ⚙.

Alternatively, go to **Optimizer** > **Blocked** > ⚙.

2 Touch **Message block rules** and enable **Block unknown numbers**. Your phone will then block all messages from unknown numbers.

Block Messages from Specific Numbers

1 Go to **Messaging** > ⋮ > **Blocked** > ⚙ > **Blocklist**.

2 Touch ✛ and add the numbers you want to block. SMS and MMS messages sent by these numbers will all be blocked.

Block Messages Containing Specific Keywords

1 Go to **Messaging** > ⋮ > **Blocked** > ⚙ > **Keyword blocklist**.

2 Touch ✛ and add the keywords to be filtered. All messages containing these keywords will be blocked.

Set Whether to Receive Notifications for Blocked Messages

Go to **Messaging** > ⋮ > **Blocked** > ⚙ > **Receive notifications** and set whether to receive notifications when messages are blocked.

Manage Blocked Messages

On the Blocked screen, you can manage blocked message, such as by deleting records, restoring messages, or submitting appeals if a number has been incorrectly marked.

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

- Touch a record and select **Restore to messages** to restore this message to the Messaging app. Touch **Add to trustlist** to add the number corresponding to this message to the trustlist. Touch **Delete** to delete the message record.
- Touch **Clear** to delete blocked messages in batches.
- Touch **Block rules** to change the block rules.

Use Advanced Messaging

Advanced messaging is a data-based instant messaging service. Integrating the functions of both SMS and MMS messages, it provides you with a new and convenient way of communicating.

Advanced messaging supports sending a variety of content, such as text, images, voice and video clips, and location information.

> ⓘ This feature may vary depending on your carrier.
>
> This feature is only available in some countries and regions.

Enable Advanced Messaging

1 To use **Advanced messaging**, enable the VoLTE service first. For details, contact your mobile carrier.

2 Switch to mobile data on your phone, then go to **Messaging** > ⋮ > **Settings** > **Message +**, and enable **Message+**.

Ensure that you have switched to mobile data on your device before enabling **Advanced messaging**. You can then chat over mobile data or Wi-Fi.

Send Messages Using Advanced Messaging

Once **Advanced messaging** has been enabled, go to the **Messaging** screen and touch ⊕ to perform the following:

- Chat with a contact: Touch ┼ and select a contact.

- Send a message to multiple contacts: Touch ┼ and select multiple contacts.

- Switch from the **Advanced messaging** screen back to the normal messaging screen: On a contact's chat screen with **Advanced messaging** enabled, go to ⋮ > **Switch to SMS/ MMS**.

Wide Range of Chat Features in Advanced Messaging

Once **Advanced messaging** has been enabled, go to the **Messaging** screen and touch ⊕ to perform the following:

- Send a voice message: After adding a contact, go to ⬚ > **Recording** and start recording. Release your finger to send the voice message or swipe up to cancel.

- Send a photo: Go to ⊕ > ⬚ to take a photo, or go to ⊕ > ⬚ to select an existing photo.

- Send a video: Go to ⊕ > ⬚ > ⬚ to record a video, or go to ⊕ > ⬚ to select an existing video.

- Send an emoji: Touch ☺, select an emoji, then touch ▷.

- Send a location: Go to ⊕ > ⬚ , follow the onscreen instructions to select a location, then touch ▷.

- Send a business card: Go to ⊕ > ⋮ , touch ⬚, select the contact whose business card you want to send, then touch ✓.

- Send a file: Go to ⊕ > ⋮ , touch ⬚, select the file you want to send, then touch ▷.

Create a Group Chat

Once **Advanced messaging** has been enabled, you can use the following methods to create a group chat:

- On the **Messaging** screen, go to ⋮ > **New group chat**, select the contacts you want to add to the group chat, touch ✓, then enter a name for the group chat. You can then begin chatting in the group.

- On a contact's chat screen, go to ⋮ > **New group chat**, then follow the onscreen instructions to create a group chat.

In a group chat, you can send instant voice messages, photos, videos, emojis, locations, business cards, and files. The following features are also available:

- Alert specific recipients: Enter "@" to select a recipient from your contact list before entering a message. This will prompt the recipient to view your message. You can perform this operation for a single contact or for multiple contacts, but not for all contacts.

- Forward and share chat information: You can forward and share chat logs. You can share voice messages, but not forward them.

Manage a Chat Group

You can view and manage chat groups depending on your preferences.

1 On the **Messaging** screen, go to ⋮ > **Chat groups**.

2 Select a chat group and go to ⋮ > **Group details**. On the **Group details** screen, you can:

- Manage contacts in the group.

- Set your nickname in the group.

- Turn message notifications off for the group.

- Exit the group.

Calendar

Use Events

Events help you schedule activities in your daily and work life, such as attending company meetings, arranging social get-togethers, and making credit card repayments. You can add events and set reminders to help you arrange your schedule in advance.

Add an Event

1 Open **Calendar** and touch ⊕.

2 Enter the details of the event, such as the title, location, and start and end times.

3 Touch **Add REMINDER** to set a time for the event reminder.

4 When you are finished, touch ✓.

Search for an Event

1 On the **Calendar** screen, touch ⊙.

2 Enter keywords of your event in the search box, such as the title and location.

Share an Event

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

2 Touch ⌁ to share the event however you prefer when prompted.

Delete an Event

You can delete an event using either of the following methods:

- On the **Calendar** screen, touch the event you want to delete, then touch 🗑.

- On the **Schedule** screen, touch and hold an event, select the events you want to delete,
  then touch 🗑.

Set a Calendar Notification

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

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

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

Customize Calendar View Settings

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

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

2 Select the start day of the week, or enable the switch to show week numbers.

Set Alternate Calendars

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

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

View National/Regional Holidays

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

1 Go to **Calendar** > ⋮ > **Settings** > **National/Regional holidays**.

2 Turn on the switch of a country/region, and your phone will automatically download holiday information for that country/region and display it in Calendar.

Clock

Set Alarms

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

Set an Alarm

1 Go to **Clock** > **Alarm** and touch ⊕ to add an alarm.

2 Set the alarm sound, vibration pattern, repeat cycle, and other settings as needed.

3 When you are finished, touch ✓ .

Modify or Delete an Alarm

Touch an existing alarm to modify or delete it.

Snooze an Alarm

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

The snooze length is set when creating the alarm.

Turn Off an Alarm

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

Use the Timer or Stopwatch

You can use the timer to count down from a specified time. You can also use the stopwatch to measure the duration of an event.

Timer

Go to **Clock** > **Timer**, set the duration of time, and touch ▶ to start the timer. To stop it, touch ⏸ .

Stopwatch

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

View the Time in Cities Worldwide

Use **Clock** to see the local time in different time zones around the world.

Go to **Clock** > **World clock**, touch ＋ , and enter the name of a city or select one from the list of cities.

Display Dual Clocks on the Lock Screen

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

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

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

Notepad

Create a Note

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

Add Content to a Note

1 Go to **Notepad** > **Notes** and touch ⊕.

2 Enter the title and content of the note. You can then perform the following:

- Touch ⊘ to add a checklist.

- Touch 𝔸☰ to change the text style, paragraph alignment, and background.

- Touch 🖼 to insert a picture. Touch and hold the picture, then drag it to the desired position in the note.

- To organize your notes for easier access and viewing, touch 📑 after finishing to add a tag for it.

3 Touch ✓ to save the note.

Add a Note by Scanning Documents

1 Open **Notepad** and go to **Notes** > ⊕ > 🖼 > **Scan document**.

2 Align your phone camera with the picture or file you want to scan and touch ⚪ to start scanning. The scanned pages are saved in Notepad.

3 Go to **Extract text** > **Save** > **Save images and text** > ✓ to save the note.

Add a Handwritten Note

You can add a handwritten note to write down thoughts and inspirations that would be difficult to convey through text.

1 Go to **Notepad** > **Notes** and touch ⊕.

2 Touch ✍ to write or draw the content you need in the selected color.

3 Touch ✓ to save the note.

Create To-dos

You can create to-dos to keep a track of day-to-day essentials, such as daily shopping lists, tasks at work, and household chores.

Add a To-do Item

You can add a to-do item and set a time reminder for it.

If you have marked the to-do item as important, you will be prompted with a full-screen reminder when the screen is locked.

1 Go to **Notepad** > **To-dos** and touch .

2 Enter your to-do item.

3 Touch , set a time, and touch **OK**.

4 Enable to mark the to-do item as important.

5 Touch **Save**.

Set Repeated Reminders for a To-do Item

If you specify a time for a to-do item, you can select a repeat mode for it (for example, **Never**, **Every day**, **Every week**, **Every month**, or **Every year**), and your phone will repeatedly prompt you to complete the to-do item at the specified time.

Manage Your Notepad

You can sort your Notepad items by category and put them into different folders, delete unwanted items, and share items with other people.

When viewing a list of items or an individual item in Notepad, touch the status bar at the top of the screen to quickly return to the first item or the beginning of the item you are viewing.

Use App Lock for Notepad or Lock a Note

Enable the app lock for Notepad: Go to **Settings** > **Security** > **App Lock**, enter the lock screen password or customize the app lock password as prompted, and then turn on the switch next to Notepad.

Lock a note: Open the note you need to lock in Notepad, go to > **Add lock**, and follow the onscreen instructions. To unlock the note, go to > **Remove lock**.

If your device supports fingerprint or face unlock, you can use fast authentication by performing the following: Go to **Notepad** > > **Settings** > **Note lock**, then enable **Unlock with Fingerprint ID** and **Unlock with Face Recognition**.

Sort Notepad Items by Category

To sort the notes into different folders by category, you can add labels in different colors.

You can sort notepad items using either of the following methods:

- On the **All notes** screen, swipe left on an item, select ⬆ or ⭐ to move this item to the top, or add a star mark to it.

- On the **All notes** or **All to-dos** screen, swipe left on an item, touch 📁, and select a notebook for this item.

- Touch and hold a note or to-do item, select the ones you want to classify under the same

  category, then touch 📁.

  ℹ️ Items in an Exchange account cannot be moved.

Sync Notepad Items

Swipe down from the Exchange mail list to sync the notes and tasks from the current account to Notepad. The corresponding notes and to-do items will then be generated automatically.

A folder named after the Exchange account will be automatically generated in Notepad.

Share Notepad Items

You can share Notepad items in the following ways:

- To share a single note or to-do item, open the one you want to share from the **All notes** or

  All to-dos screen, touch ⤴, and share it as prompted.
  Notes can be shared by touching **As image**, **As text**, **Export as document**, or **To another device**.

  ℹ️ After touching **Export as document**, you can choose to export the note as a TXT or HTML file, which will be saved to **Files** > **Internal storage** > **Documents** > **NotePad** by default.

- To share multiple notes, on the **All notes** screen, touch and hold a note, and select the

  ones you want to share. Then touch ⤴ and share them as prompted.

Print Notepad Items

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

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

Delete Notepad Items

You can delete Notepad items using either of the following methods:

- On the **All notes** or **All to-dos** screen, swipe left on an item, and touch 🗑 to delete it.

- Touch and hold a note or to-do item you want to delete, select or drag over the check boxes of any other notes or to-do items you want to delete as well, then touch ⌷.

To restore a deleted Notepad item, touch **All notes** or **All to-dos**, select the item you want to restore in **Recently deleted**, then touch ⟲.

Recorder

Recording

1 In the **Tools** folder, open **Recorder**, and touch ● to start a recording.

2 During a recording, you can touch ⎙ to add a tag.

3 When you are finished, touch ■ to stop recording.

4 You can also touch and hold a recording, then share, rename, or delete it.

Recordings are saved under **Files** > **Categories** > **Internal storage** > **Sounds**.

Play a Recording

Recording files are listed on the **Recorder** home screen. Touch a recording to play it.

On the recording playback screen, you can:

- Touch ▷× to skip the muted parts.

- Touch 1.0 to adjust the playback speed.

- Touch ⎙ to add a tag.

- Touch a tag to rename it.

Edit a Recording

1 On the **Recorder** home screen, touch a recording.

2 Touch ✂ to display the waveform of the recording.

3 Drag the start and end bars to adjust the clip length. Pinch your fingers on the waveform to zoom in or out to adjust the clip length more precisely.

4 Touch ✂ and select **Keep selected part** or **Delete selected part**.

Share Recordings

1 On the **Recorder** home screen, touch the recording you want to share.

2 Go to ⋮ > **Share**.

3 Select your preferred sharing method and follow the onscreen instructions to share the recording.

Email

Add Email Accounts

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

Add a Personal Email Account

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

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

Add an Exchange Account

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

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

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

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

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

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

Use Emails

Select an email account, then write an email and send it to the recipient's email addresses.

Send Emails

1 Open **Email** and touch ⊕.

2 Enter the recipient's email address, or touch ╀ to select a contact or group, then touch ✓.

3 Add the addresses of any recipients to whom you wish to CC or BCC the email.
If you have more than one email account, you will also need to select the email address you wish to send the email from.

4 Write the email, enter the subject, then touch ▷.

Save an Email as a Draft

On the **Compose** screen, enter the recipient's email address, subject, or email content, and

touch ⟵ to save the email as a draft.

To view draft emails, go to **Inbox** > **Show all folders** > **Drafts**.

Reply to an Email

1 On the **Inbox** screen, open the email you wish to reply to.

2 Touch ⊠ to reply to the email sender, or touch ⊠ to reply to everyone in the thread.

3 After writing your reply, touch ▷ .

Set Encryption for Outgoing Emails

You can encrypt outgoing emails to protect your confidential information. Encrypted emails can only be viewed by recipients who have the required digital certificates, thereby ensuring information security.

1 Apply for and install a digital certificate.
ⓘ You need to apply for a digital certificate from a trusted third-party certificate authority (CA) before installing it. The processing procedure varies between different CAs. For details, refer to the relevant CA website.

2 From the **Inbox** screen, go to ⋮ > **Settings**.

3 Touch the account you want to set encryption for, touch **Email encryption**, then enable **Encrypt outgoing emails**.

4 If the certificate has been installed, select **Encryption certificate** and set **Encryption algorithm** according to your preferences.
If no certificate has been installed, enable **Send encrypted emails without installing certificates**.

Set Automatic Replies for an Exchange Account

1 Go to **Email** > ⋮ > **Settings**.

2 Select the Exchange account you want to set automatic replies for, touch **Automatic replies**, and turn on the **Automatic replies** switch.

3 Set the time or content of the automatic reply, then touch **Done**.

Set Email Notifications

Set a notification mode for your emails as needed.

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

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

View and Manage Emails

Receive, view, and manage your emails in the inbox.

View Emails

1 Open **Email**, then swipe down on the **Inbox** screen to refresh the email list.
If you have multiple email accounts, touch **Inbox** and select the email account you want to view.

2 Open an email, then view, reply to, forward, or delete the email.
If you are notified about an important event in an email, go to ⋮ > **Add to calendar** to import the event into your calendar.

3 Swipe left or right on the email screen to view the previous or next email.

Organize Emails by Subject

On the **Inbox** screen, go to ⋮ > **Settings** > **General**, and enable **Organize by subject**.

Add an Email Contact to a Group

You can create email groups to communicate more efficiently.

1 On the **Inbox** screen, open an email, and touch **Add to group**.

2 Choose to add the email sender or recipient to the group, and touch **OK**.

3 On the group selection screen, select an existing group, then touch ✓ to save the contact in the group.
Alternatively, touch **Create group**, enter the group name, then touch **Save**.

Once you have created a group, you can select the group from the recipient drop-down list to send emails to group members.

Sync Emails Automatically

After automatic email syncing is enabled, the emails on your phone will be automatically synced with those on the email server.

1 From the **Inbox** screen, go to ⋮ > **Settings**.

2 Touch the account you wish to sync emails for, then turn on the **Sync email** switch.

3 Touch **Sync frequency** to set the automatic syncing period.

Search for Emails

On the **Inbox** screen, touch the search box, then enter keywords such as the subject or content of the email.

Delete Emails

On the **Inbox** screen, touch and hold the email you want to delete, touch any other emails you want to delete as well, then touch 🗑.

Manage Multiple Email Accounts

You can add and manage multiple email accounts.

Add Multiple Email Accounts

1 Go to **Email** > ⋮ > **Settings** > **Add account**.

2 Select an existing email service provider or touch **Other**, then follow the onscreen instructions to add an email account. Repeat for each of the accounts you wish to add.

Switch Between Email Accounts

On the **Inbox** screen, touch **Inbox** and select the email account you wish to use.

Change Account Name and Signature

On the **Inbox** screen, go to ⋮ > **Settings**, select an account, and set the corresponding **Account name**, **Signature**, and **Default account**.

Log Out of an Email Account

On the **Inbox** screen, go to ⋮ > **Settings**, select an account, and touch **Remove account**.

Manage VIP Contacts

Important email contacts can be added as VIP contacts. Emails from VIP contacts will be automatically stored in the VIP inbox.

Add a VIP Contact

You can add VIP contacts using either of the following methods:

· Go to **Email** > ⋮ > **Settings** > **VIP contacts**. On the **VIP list** screen, choose **Add** > **Create**, or touch **Add from contacts**.

· Open an email, touch a contact's profile picture, then touch **Add to VIP list**.

Delete a VIP Contact

1 Go to **Email** > ⋮ > **Settings** > **VIP contacts**.

2 On the **VIP list** screen, touch 🗑.

3 Select the VIP contact you want to delete, then touch 🗑.

Calculator

Calculator

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

Use the Basic Calculator

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

- Swipe down from the middle of the home screen to display the search box. Search for **Calculator**, and the first result will be the preinstalled **Calculator** app.
- Find **Calculator** in the **Tools** folder.

- Swipe up from the bottom of the lock screen to display the shortcut panel, then touch to open the calculator.

Use the Scientific Calculator

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

Copy, Delete, or Clear Numbers

- Copy a calculation result: Touch and hold the calculation result, touch **Copy**, then paste the result somewhere else, such as in a note or message.

- Delete the last digit: Touch .

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

Flashlight

Flashlight

You can turn on the flashlight using either of the following methods:

- Swipe down from the status bar to open the notification panel, and touch to turn the flashlight on or off.
- Swipe up from the bottom edge of the lock screen to display the shortcut panel, and touch to turn the flashlight on or off.

When turned on, a notification indicating that the flashlight has been turned on will be displayed on the lock screen. Touch to turn off the flashlight.

Compass

Compass

Compass shows you the direction your phone is pointing, as well as your current coordinates and altitude.

ℹ️ The feature availability varies by device.

1   You can open Compass using either of the following methods:

- Swipe down from the middle of the home screen to display the search box. Search for **Compass**, and the first result will be the pre-installed **Compass** app.
- Find **Compass** in the **Tools** folder.

2   To view your bearings, coordinates, and altitude:

- If you hold your phone flat, the Compass screen will display a dial together with the direction your phone is pointing, your current coordinates, and altitude.
- If you hold your phone upright, the Compass screen will display the viewfinder of the rear camera on your phone, together with the direction your phone is pointing, your current coordinates, and altitude.

3   To lock your current direction, touch the compass dial. The dial marks will turn blue if you go off course.

For more accurate bearings, hold your phone flat or upright when using Compass.

For more precise altitude data, touch ⚙️ and enable **Online altitude calibration**.

Mirror

Use Your Phone as a Mirror

You can use your phone as a mirror to check how you look.

Go to **Tools** > **Mirror**. You can then:

- Zoom in or out: Drag the zoom slider at the bottom. You can also touch the screen twice to zoom in and touch it twice again to restore the original view.
- Save the image: Touch the screen to pause on the current image. Touch the screen again to resume. When the image is paused, touch 💾 to save the image. You can find the saved image in **Gallery**.
- Adjust mirror brightness: Touch ＋ or － at the top of the screen.
- Fog up the screen: Touch ❓ and enable **Blow**. Then blow air into the microphone so that the screen fogs up. Wipe the screen to clear the fog.

- Change the mirror frame: Touch ☐ to switch to a different frame.
- Create a broken mirror effect: Touch and hold the screen to "break" the mirror, complete with a sound effect. Touch the screen again to "fix" the mirror.

App Twin

Enable App Twin

App Twin enables you to log in to two WhatsApp or Facebook accounts simultaneously, allowing you to keep your work and private life separate.

ℹ️ **App Twin** is only supported by some apps.

Go to **Settings** > **Apps** > **App Twin**, and enable **App Twin**. The twin app will then be displayed on the home screen.

Optimizer

Clean Up Phone Storage

You can use **Cleanup** in **Optimizer** to scan for redundant or large files, such as app residue, unwanted installation packages, WeChat data, and more. Once detected, you can choose whether or not to delete files as suggested.

1 Open **Optimizer**, then touch **Cleanup**.

2 When the scan is complete, touch **Clean up** after each item and delete any files you don't need.

Automatically Clean Up System Trash

1 Open **Optimizer**, and touch **Cleanup**.

2 Swipe down from the top of the screen, and your phone will automatically clean up system trash.

Manually Clean Up System Trash

In addition to automatic cleanup, your phone will also detect and recommend trash files for you to clean up manually.

On the **Cleanup** screen, touch **Clean up** next to a category, select the items you want to clean up, then touch **DELETE**.

Clean Up Duplicate Files

Optimizer can identify duplicate files on your phone.

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

Manage Data Usage

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

View and Manage High Data Consumption Apps

1 You can find out how much data your apps are using in comparison to each other by going to **Data usage this month** on the Data usage screen.

2 Touch a high data consumption app to set mobile data, roaming data, or background data usage limits for it.

View and Set the Network Access Permission of an App

On the Data usage screen, touch **Network access**, then change the settings for apps that consume a large amount of data (such as video streaming apps) so they can only be used when you are connected to a Wi-Fi network.

Enable or Disable Smart Data Saver

Enable Smart Data Saver to prevent apps from using mobile data in the background.

1 On the Data usage screen, touch **Smart Data Saver**, then enable it. The ⭘ icon will then display in the status bar.

2 If you want to allow unrestricted access to data for some apps even when they are running in the background, toggle on the switches for these apps.

Add Mobile Data Usage Reminders

Add data plans for your SIM cards and usage reminders in **Optimizer** to keep you informed of your data consumption.

1 On the **Data usage** screen, go to **More data settings** > **Monthly data limit** and follow the onscreen instructions to add a data plan.

2 On the **More data settings** screen, touch **Usage reminders**. From there, you can set whether a notification will be sent or if mobile data will be disabled once the monthly data limit or roaming data limit has been topped.

3 On the **More data settings** screen, you can set whether to **Show data used when the screen is locked**.

Filter and Block Spam Calls

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

Filter Spam Calls

1 Go to **Phone** > ⋮ > **Blocked** > ⚙.

Alternatively, go to **Optimizer** > **Blocked** > ⚙.

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

Block Incoming Calls from Specific Numbers

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

- Go to **Phone** > ⋮ > **Blocked** > ⚙ > **Blocklist**, touch ╋, then add the phone numbers you want to block.
- Open **Phone**, touch the **Contacts** tab, touch the contact you want to block, then choose ⋮ > **Block contact**.

Set Whether to Receive Notifications for Blocked Calls

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

Manage Blocked Calls

On the Blocked screen, you can manage blocked calls, such as by calling back numbers, deleting records, or submitting appeals if a number has been incorrectly marked.

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

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

Filter and Block Spam Messages

Set different block rules, such as your blocklist, to block sales, fraud, and other kinds of spam messages.

Block Spam Messages

1 Go to **Messaging** > ⋮ > **Blocked** > ⚙.

Alternatively, go to **Optimizer** > **Blocked** > ⚙.

2 Touch **Message block rules** and enable **Block unknown numbers**. Your phone will then block all messages from unknown numbers.

Block Messages from Specific Numbers

1 Go to **Messaging** > ⋮ > **Blocked** > ⚙ > **Blocklist**.

2 Touch ╋ and add the numbers you want to block. SMS and MMS messages sent by these numbers will all be blocked.

Block Messages Containing Specific Keywords

1 Go to **Messaging** > ⋮ > **Blocked** > ⚙ > **Keyword blocklist**.

2 Touch ╋ and add the keywords to be filtered. All messages containing these keywords will be blocked.

Set Whether to Receive Notifications for Blocked Messages

Go to **Messaging** > ⋮ > **Blocked** > ⚙ > **Receive notifications** and set whether to receive notifications when messages are blocked.

Manage Blocked Messages

On the Blocked screen, you can manage blocked message, such as by deleting records, restoring messages, or submitting appeals if a number has been incorrectly marked.

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

- Touch a record and select **Restore to messages** to restore this message to the Messaging app. Touch **Add to trustlist** to add the number corresponding to this message to the trustlist. Touch **Delete** to delete the message record.
- Touch **Clear** to delete blocked messages in batches.
- Touch **Block rules** to change the block rules.

One-Touch Optimization

Use the **OPTIMIZE** feature of **Optimizer** to keep your phone in an optimal state.

1 Open **Optimizer**, and touch **OPTIMIZE**.

2 Wait until **Optimizer** finishes checking your phone and provides you with the optimization results.

Phone Clone

Use Phone Clone to Move Data to Your New Device

Phone Clone lets you quickly and seamlessly move all the basic data (including contacts, calendar, images, and videos) from your old phone to your new phone.

Migrate Data from an Android Device

1 On your new phone, open the **Phone Clone** app. Alternatively, go to **Settings** > **System & updates** > **Phone Clone**, touch **This is the new device**, then touch **Huawei** or **Other Android**.

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

3 On your old device, open the **Phone Clone** app and touch **This is the old device**. Follow the onscreen instructions to connect your old device with your new phone by scanning a code or connecting manually.

4 On your old device, select the data you want to clone, then touch **Transfer** to start cloning.

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

Migrate Data from an iPhone or iPad

1 On your new phone, open the **Phone Clone** app. Alternatively, go to **Settings** > **System & updates** > **Phone Clone**, touch **This is the new device**, then touch **iPhone/iPad**.

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

3 On your old device, open the **Phone Clone** app and touch **This is the old device**. Follow the onscreen instructions to connect your old device with your new phone by scanning a code or connecting manually.

4 On your old device, select the data you want to clone, then follow the onscreen instructions to complete the data cloning.

ⓘ **Phone Clone** is only available on phones running iOS 8.0 or later.

HiSuite

Introduction to HiSuite

Huawei **HiSuite** is a PC-based tool used for managing Huawei smart devices (including phones and tablets).

With Huawei **HiSuite**, you can use a computer to manage the data of your phone, such as contacts, messages, images, videos, and apps. You can also use this tool to back up or restore data, or update your phone to the latest version.

1 Visit the official Huawei website on your computer, search for **HiSuite**, then download and install the latest version.

2 Use a USB cable to connect your phone to your computer. When the **Use USB to** dialog box is displayed on your phone, select **Transfer files**.

3 On the computer, open Huawei **HiSuite** and select **USB**. Then follow the onscreen instructions to establish a connection between your phone and computer.

Back Up and Restore Data Using HiSuite

After installing **HiSuite** on your computer and connecting your computer with your phone, you can use **HiSuite** to back up data (such as contacts, messages, call logs, photos, videos, audio files, and documents) from your phone to your computer. You can also restore data to your phone from your computer.

Back Up Data to a Computer

1 Open **HiSuite** on your computer, and click **Back Up** on its home screen.

2 Select the items you want to back up.

3 Click **Back Up**, follow the onscreen instructions to set the password and password hint, and confirm the settings.
Backup data won't be able to be restored if you forget the password.

4 **HiSuite** will then back up the data you selected. Keep the USB cable connected when the data is being backed up.

5 Click **Done** when all data has been backed up.

By default, the backup data is saved under **C:\Users**_User name_**\Documents\Hisuite\backup**

on the computer. To change the backup directory on the computer, go to ▤ > **Settings** > **Back Up**.

Restore Data

1 On the **HiSuite** home page, click **Restore**.

2 Click **Backup Files**, select the items you want to restore to your phone, then click **Restore**.

3 Enter the password for the backup data and click **OK**.

4 **HiSuite** will then restore the items you have selected. Keep the USB cable connected when the data is being restored.

5 Click **Done** when all data has been restored successfully.

Update the System Using HiSuite

After installing **HiSuite** on your computer and connecting your computer with your phone, you can use **HiSuite** to update the system of your phone.

Update the System Using HiSuite

ⓘ • Your personal data may be erased during a system update. It is recommended that you back up your data before updating your phone.

• Ensure that your phone is at least 20% charged and keep the USB cable connected throughout the update process. Do not power off or restart your phone, or remove or insert a memory card.

• Some third-party apps, such as online banking and game apps, may not be compatible with the latest system version. It might take some time for the app developers to launch a compatible app version.

On the **HiSuite** home page, click **Update**. If a new version is detected, the version number will be displayed and you can click the version number to start updating the system.

Once the update is completed, your phone will automatically restart.

Tips

Tips

Tips provides you with an abundance of information so you can quickly familiarize yourself with your phone and make the best use of it. In **Tips**, you can also find a full set of user guides for more detailed instructions.

Introduction to **Tips** sections:

- Vividly depicted cards: Browse through the easy-to-read cards that contain a short clip or image to quickly get to grips with all the most useful features on your phone. The cards are categorized so you can jump directly to a category you are interested in.
- More tips: Find detailed instructions in the comprehensive user guides.
- Me: Configure the related settings. For example, check for updates of the **Tips** app.

Main functions provided by **Tips**:

- Search: Find what you are looking for by searching for it in the search bar of **Tips**. The search results will also include related topics you may want to know about.
- Like and dislike: Rate the cards and give your feedback.
- Try out features: A **Try now** button is available in certain cards for you to try out the feature immediately.

i The feature availability varies by device.

Settings

Search for Items in Settings

Quickly Find What You're Looking For

Tired of trudging through layers of settings? Just search for them using the search box.

- Swipe down from the middle of the screen to display the search box. Enter the name of a setting to obtain search results.
- Open **Settings**, and enter the name of a setting in the search box at the top of the screen, to obtain search results.

Wi-Fi

Introduction to Wi-Fi

Connecting to the Internet over Wi-Fi is an effective way to save mobile data. You can also enable Wi-Fi security monitoring to avoid risky hotspots and ensure safe Internet access.

Connect to a Wi-Fi Network

⚠️ Be extra careful when connecting to a free public Wi-Fi hotspot to avoid security risks and financial losses resulting from the leakage of your personal data.

1 Go to **Settings** > **Wi-Fi**, and enable **Wi-Fi**.

2 Connect to a Wi-Fi network on the **Wi-Fi** screen using either of the following methods:

- Select a Wi-Fi network to connect to under **Available networks**. A password is required for encrypted networks.
- To manually add a Wi-Fi network, scroll down to the bottom of the screen, touch **Add network**, and enter the SSID and password as prompted to complete the connection.

The 📶 icon displayed in the status bar indicates that the phone is connected to Wi-Fi.

Transfer Data Using Wi-Fi Direct

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

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

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

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

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

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

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

Then go to **Files** > **Categories** > **Internal storage** > **Wi-Fi Direct** to view the received files.

Select a Network Using Wi-Fi+

When Wi-Fi+ is enabled, if your phone detects a Wi-Fi network that it has previously connected to or is free, it will automatically enable Wi-Fi and connect to the network. Your phone will also evaluate the quality of the current Wi-Fi network and switch to mobile data if the Wi-Fi signal is poor.

1 Go to **Settings** > **Wi-Fi**.

2 Touch **More settings** and enable or disable **Wi-Fi+**.

Bluetooth

Bluetooth

You can connect your phone to Bluetooth headsets, speakers, and car kits. You can also use Bluetooth to share data between your phone and other devices.

Make sure your phone is within 10 m (about 33 ft.) of other Bluetooth devices.

Enable or Disable Bluetooth

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

- Swipe down from the status bar to open the notification panel, swipe down further to show all shortcut switches, then enable or disable **Bluetooth**. Touch and hold the switch to enter the **Bluetooth** settings screen.
- Go to **Settings** > **Bluetooth**, then enable or disable **Bluetooth**.

Set a Bluetooth Name

Set a Bluetooth name for your phone to easily identify it during connection.

1 On the **Bluetooth** settings screen, toggle the **Bluetooth** switch on.

2 Touch **Device name**, enter a name, then touch **OK**.

Pair with a Bluetooth Device

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

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

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

On the **Bluetooth** settings screen, touch ⑦ to view tips for connecting various Bluetooth devices.

Transfer Files via Bluetooth

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

1 Pair the sending and recipient devices via Bluetooth.

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

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

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

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

Unpair a Bluetooth Device

1 On the **Bluetooth** settings screen, enable the **Bluetooth** switch.

2 In the list of **Paired devices**, touch ⚙ next to the name of the device you wish to unpair, then touch **Unpair**.

Mobile Data

Connect to Mobile Data

1 Make sure that mobile data is available on your SIM card.

2 Connect to mobile data using either of the following methods:

- Swipe down from the status bar to open the notification panel, then swipe down again to show all shortcuts. Turn on **Mobile data**.

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

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

Enable 5G

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

5G refers to the fifth generation of mobile communications technology. Compared with a 4G network, a 5G network has a higher data transmission rate and a shorter delay.

When two SIM cards are inserted, only the default mobile data SIM will support 5G, while the other will only support 4G/3G/2G.

1 The 5G service depends on the support of your carrier's network and its deployment of relevant services. Please contact your carrier to activate the 5G service.

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

3 Go to **Settings** > **Mobile network** > **Mobile data**, and enable **5G** for the default mobile data SIM.

The 5G service may be unavailable in certain areas due to frequency interference with the carrier network.

Manage SIM Cards

You can enable or disable SIM cards and name them for easier identification.

Enable or Disable a SIM Card

Go to **Settings** > **Mobile network** > **SIM management**, and enable or disable a SIM as needed.

Once disabled, a SIM card cannot be used for calling, messaging, or accessing the Internet.

Name Your SIM Card

You can name your SIM cards for easier identification and management. For example, you could mark one SIM card as "Work" and the other as "Personal".

Go to **Settings** > **Mobile network** > **SIM management**, and touch ✎ to edit the SIM card name.

Configure Dual SIM Settings

If your phone has two SIM cards inserted, you can set the default mobile data SIM and the default calling SIM, and enable call forwarding between the two SIM cards.
  ⓘ This feature applies to dual-SIM devices only.

Set the Default Mobile Data and Default Calling SIM Cards

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

Enable Call Forwarding Between SIM Cards

After enabling call forwarding for both SIM cards, if incoming calls cannot reach one of the SIM cards, they will be forwarded to the other one.
  ⓘ This feature requires the support of your carrier. For details, contact your carrier.

1 Go to **Settings** > **Mobile network** > **SIM management** > **Call forwarding between SIMs**.

2 Select a call forwarding mode and turn on the corresponding switch.
Call forwarding between two SIM cards will be enabled when it is configured for both SIM cards.

Quickly Switch the Default Mobile Data SIM

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

1 Swipe down from the status bar to open the notification panel, then swipe down again to show all shortcuts. Turn on **Mobile data**.

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

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

eSIM

Embedded-SIM (eSIM) is a virtual SIM card that can be used instead of a physical SIM card. An eSIM card works in the same way as a physical SIM card, but occupies no space and can be linked with multiple card numbers. You are free to switch between carriers to find the best deal for you.

ℹ️ • This feature may vary depending on your carrier.

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

   • This feature may vary by device.

Apply for an eSIM Card

Contact your carrier to apply for an eSIM card.

You need to provide the embedded-SIM ID (EID) information when applying for an eSIM card. This information is related to whether your phone has a built-in eSIM smart chipset. To view this information, go to **Settings** > **About phone** > **Show EID**. If the EID information is not displayed, it indicates that this feature is not supported on your phone.

ℹ️ • You can apply for multiple eSIM cards, the maximum number of which is determined by the eSIM chipset capacity of your phone. If the number of eSIM cards you apply for has exceeded the limit, you will see a prompt on your phone indicating that you cannot add any more eSIM cards.

   • Only one eSIM card can be used at a time.

Add an eSIM Card

1 Go to **Settings** > **Mobile network** > **SIM management**.

ⓘ   · If your phone is a single-SIM device, the **SIM management** screen still displays two options: SIM 1 and SIM 2. By default, the eSIM card is installed in SIM 2 slot.

· If your phone is a dual-SIM device and a physical SIM card is already inserted in SIM 2 slot, you will be prompted to disable SIM 2 when adding an eSIM card. Inserting or removing SIM 2 will not affect the eSIM services.

2 Touch ⟩ next to SIM 2. Perform any of the following operations to add the eSIM card:

· Scan the QR code: After you apply for an eSIM card number, the carrier will provide a QR code. After you scan the QR code, your phone will download and install the configuration file, and enable the new eSIM card by default.

· Scan the image: If you cannot use the camera to scan the QR code provided by the carrier (for example, when you are applying for an eSIM card through the carrier's app), save the QR code provided by the carrier as an image. Touch **Select from Gallery** while scanning a QR code, and select the saved QR code image. Your phone will automatically identify the QR code and download and install the configuration file.

· Enter the activation code: Touch **Enter manually** then follow the onscreen instructions to enter the activation code provided by your carrier.

Enable the eSIM Card

Enable an eSIM card if you want to use it again.

On the **SIM management** screen, touch ⟩ next to SIM 2. Enable the eSIM card as prompted.

Disable the eSIM Card

If you do not want to use an eSIM card or want to switch to another eSIM card, you can disable it easily.

After an eSIM card is disabled, you cannot use it to communicate with others. However, the monthly fee will not be suspended or stopped. After the eSIM card is disabled, the eSIM card information is still in the eSIM list, and you can enable the eSIM card again.

On the **SIM management** screen, touch ⟩ next to SIM 2. Disable the eSIM card as prompted.

If you want to switch SIM 2 to a physical card, touch **Removable SIM**. Your phone will automatically disable the eSIM card.

ⓘ Some eSIM cards cannot be disabled after being enabled. For details, contact your carrier.

Name the eSIM Card

You can give different names to your eSIM cards, such as "Business" or "Personal".

On the **SIM management** screen, touch ＞ next to SIM 2, then follow the onscreen instruction to edit the name of the eSIM card.

Delete an eSIM Card

You can delete an eSIM card that you no longer use. The deleted eSIM card cannot be restored and will not be displayed in the eSIM list.

Disable the eSIM card before deleting it.

On the **SIM management** screen, touch ＞ next to SIM 2. Follow the onscreen instructions to delete the eSIM card.

ⓘ · Deleting an eSIM card does not mean that you have canceled the contract with the carrier. The carrier will continue to charge for the eSIM card. To stop charges from being incurred, contact your carrier to deregister the eSIM card service.

· Some eSIM cards cannot be deleted. For details, contact your carrier.

Restore the eSIM Card to Its Factory Settings

· If you select **Reset but keep eSIMs** when restoring your device to its factory settings, the eSIM card can still be used after the device is powered on again.

· If you select **Reset**, the information about the eSIM card will be deleted, and the eSIM card cannot be used anymore. This does not mean that you have canceled the contract with the carrier. The carrier will continue to charge for the card number. To stop charges being incurred, contact your carrier to deregister the eSIM card service.

ⓘ eSIM card information is your personal data and you should be careful with it.

Share Your Network Connection with Other Devices

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

Share Your Network via Personal Hotspot

ⓘ · The settings items vary by device. If your phone does not provide a specific item, it indicates that the corresponding feature is not supported.

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

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

You can also perform the following for the personal hotspot:

· Set **Device name**.

· Set **Password**.

- Touch **Connected devices** to view the connected devices list and blocklist. Touch a device in the **Connected devices** list to move it to the **Blocklist** list as prompted. You can also remove a device from the list.
- If you are sharing a mobile data network, you can also touch **More** to set **Data limit** and **AP band**.

Share Your Network via Bluetooth

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

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

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

Share Your Network via USB

1 Use a USB cable to connect your phone to your computer.

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

Use VoLTE to Make HD Video Calls

Voice over LTE (VoLTE) is an IP-based data transmission technology. Once VoLTE is enabled, you can make calls while accessing the Internet on your phone. If your phone supports dual SIM dual VoLTE, you can receive an incoming call on a SIM card even when the other SIM card is already on a call.

VoLTE also provides you with fast call connection times and high-quality voice and video calls.

Enable VoLTE

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

2 If two SIM cards have been inserted, go to **Settings** > **Mobile network** > **Mobile data**. In the network settings area for SIM 1 or SIM 2, enable **VoLTE calls**.

ⓘ • This feature may vary depending on your carrier.

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

Make a Video Call

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

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

2 Touch $\square$ to make a video call.

During a voice call, you can touch $\square$ to switch to a video call.

Manage Data Usage

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

View and Manage High Data Consumption Apps

1 You can find out how much data your apps are using in comparison to each other by going to **Data usage this month** on the Data usage screen.

2 Touch a high data consumption app to set mobile data, roaming data, or background data usage limits for it.

View and Set the Network Access Permission of an App

On the Data usage screen, touch **Network access**, then change the settings for apps that consume a large amount of data (such as video streaming apps) so they can only be used when you are connected to a Wi-Fi network.

Enable or Disable Smart Data Saver

Enable Smart Data Saver to prevent apps from using mobile data in the background.

1 On the Data usage screen, touch **Smart Data Saver**, then enable it. The $\text{\textcircled{1}}$ icon will then display in the status bar.

2 If you want to allow unrestricted access to data for some apps even when they are running in the background, toggle on the switches for these apps.

Add Mobile Data Usage Reminders

Add data plans for your SIM cards and usage reminders in **Optimizer** to keep you informed of your data consumption.

1 On the **Data usage** screen, go to **More data settings** > **Monthly data limit** and follow the onscreen instructions to add a data plan.

2 On the **More data settings** screen, touch **Usage reminders**. From there, you can set whether a notification will be sent or if mobile data will be disabled once the monthly data limit or roaming data limit has been topped.

3 On the **More data settings** screen, you can set whether to **Show data used when the screen is locked**.

Enable Data Roaming

Once you have activated the international roaming service, you can enable this feature to use mobile data when traveling abroad.

> ⓘ · This feature requires the support of your carrier. For details, contact your carrier.
>
> · Charges may apply when using the international roaming service. For details about how data roaming fees are charged, contact your carrier.

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

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

More Connections

Enable or Disable Airplane Mode

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

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

· Swipe down from the status bar to open the notification panel, then swipe down again to

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

· Go to **Settings** > **Mobile network**, and enable or disable **Airplane mode**.

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

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

Introduction to NFC

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

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

Enable or Disable NFC

You can enable or disable NFC as follows:

· Swipe down from the status bar to open the notification panel, swipe down further to show all shortcut switches, then enable or disable **NFC**. You can touch and hold **NFC** to access the settings screen.

· Go to **Settings** > **More connections** > **NFC**, then enable or disable **NFC**.

Share Data Using Huawei Beam

You can hold the NFC sensors of two Huawei devices against each other to quickly transfer data between them, without the need to pair the devices.

1 Go to **Settings** > **More connections** and enable **NFC** and **Huawei Beam** on the devices of both the sender and recipient.

2 On the phone that is sending data, touch and hold a file, select the files you want to share, touch ⤴, and select **Huawei Beam**.

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

3 Keep the two phones unlocked and the screens turned on, then hold the NFC sensors (located around the rear camera) of the two devices against each other until a sound is heard and the sharing screen shrinks, which indicates that the connection was successful and the files have started transferring.

ⓘ Once the transfer has started, you can separate the two devices slightly, but keep them within 10 cm of each other.

Make Quick Payments with NFC

If you have installed a payment app (such as Alipay or WeChat) on your phone and enabled the payment service, you can make payments with NFC.

1 Open **NFC** and access the **NFC** settings screen, then select an app as the **Default app**.

2 Enable NFC payments in the payment app.

3 Hold the NFC sensor (located near the rear camera) of your phone against the NFC sensor of a POS terminal to bring up the payment screen automatically. Complete the payment with a password or fingerprint.

Project Your Phone Screen Wirelessly

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

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

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

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

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

2 On your phone, swipe down from the status bar to open the notification panel, and turn on 📶.

3 Swipe down again to show all shortcuts and enable **Wireless Projection**. Your phone will start searching for available display devices.
You can also go to **Settings** > **More connections** > **Easy Projection** and enable **Wireless projection**.

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

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

display. Incoming call notifications, messages, and clock alarms are only displayed on your

phone. To change the settings, touch 🔲 and disable **Hide notifications**.

To exit wireless projection, go to 🔲 > **Disconnect**.

Phone Projection Using a Wired Connection

You can project your phone screen on a large display (for example, a TV) using a wired connection.

It is recommended that you purchase the accessories from authorized channels.

Projection Using a Type-C Cable

1 Prepare a Type-C cable.
Use a Type-C to HDMI, Type-C to DP, or Type-C to MiniDP cable depending on your large display.

2 Connect the Type-C end to your phone and the other end to the large display.

3 On the external display, set the corresponding HDMI, DP, or MiniDP input as the signal source.

Projection Using a Docking Station

You can use a docking station to connect your phone with a large display, and connect them with a wired keyboard and mouse.

1 Prepare a docking station.
Multiple types of ports are available on a docking station. If the large display supports HDMI and you need to use a wired mouse and keyboard, use a docking station with at least one HDMI port and two USB ports.

2 Connect your phone and the large display to the docking station, then connect the wired mouse and keyboard to the docking station.

3 On the external display, set the corresponding HDMI, DP, or MiniDP input as the signal source.

Huawei Share

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

Enable or Disable Huawei Share

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

- Swipe down from the status bar to open the notification panel, swipe down on it again to show all shortcuts, then turn on or turn off **Huawei Share**. You can also touch and hold **Huawei Share** to access its settings screen.
- Go to **Settings** > **More connections** > **Huawei Share** to enable or disable **Huawei Share**.

Quickly Share Files Between Phones with Huawei Share

You can use Huawei Share to quickly share files between Huawei phones. The recipient can preview the files before they are sent, then view the full content of the files once they have been received. For example, the recipient can view received pictures or videos in Gallery.

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

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

    touch ⌁. Touch **Huawei Share**, then touch the icon of the receiving device to send the
    file.

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

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

To view the received files, open **Files**, touch the **Categories** tab, then go to **Internal storage**
> **Huawei Share**.

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

Share Files Between Your Phone and Computer with Huawei Share

You can use Huawei Share to easily share files wirelessly between your phone and a
computer (Windows or macOS).

1. Make sure your phone and computer are connected to the same Wi-Fi network.

2. On your phone, enter the **Huawei Share** settings and enable **Huawei Share** and **Computer share**.

3. Make a note of the name displayed next to **Name shown on computers**, as well as the user name and password under **Verification on computers**.

4. Perform the following operations on a Windows-based computer (desktop or laptop) or a macOS-based computer (laptop):

   - Windows: Go to **This PC (Computer)** > **Network** on the computer.

   - macOS: Go to **Finder** > **Go** > **Network** on the computer.

     ⓘ Currently, this feature is only available on Macs running macOS 10.8 to 10.14.

5. On your computer, double-click the name of your phone and enter the user name and password previously noted down.

6. Open a shared folder on your phone, such as the Internal storage or Album folder to view, edit, or copy files from your phone to your computer or vice versa.
   Changes made to files in the shared folders on your computer will be automatically synced to your phone and vice versa.

One-Touch Printing with Huawei Share

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

1. Depending on the type of printer, ensure the following:

   - Wi-Fi capable printers: The printer must be powered on and connected to the same network as your phone.

   - WiFi Direct capable printers: The printer must be powered on and have enabled WiFi Direct.

   - Bluetooth capable printers: The printer must be powered on and discoverable via Bluetooth.

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

3. Once the printer has been discovered, touch its name on your phone, and adjust the settings on the preview screen. Then touch **PRINT** to print.
   If you are connecting a Bluetooth printer to your phone for the first time, find the printer on your phone, touch the printer name, then press and hold the Power button on the printer for about 1 second to confirm the connection.

   ⓘ For a list of supported printers, touch **Help** on the Huawei Share sharing screen, select **Printers**, then touch **What printers are supported?**.

Transfer Data Between Your Phone and Computer with a USB Cable

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

2 On your phone, swipe down from the status bar to open the notification panel, swipe down further to show all shortcut switches, go to **Touch for more options**, and select a USB connection mode to transfer data.

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

- **Transfer files**: Use the Media Transfer Protocol (MTP) to transfer media files between your phone and computer. In the new drive displayed on the computer, you can view photos stored on your phone, or copy and paste photos between the device and computer.

  ℹ️ Install Windows Media Player 11 or later on your computer to view media files on your phone.

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

Print Images and Documents

Connect your phone to a Mopria-certified printer via Wi-Fi, and then you will be able to print images and documents from your phone.

Connect Your Phone to a Printer

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

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

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

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

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

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

4 Select the printer from the search results and follow the onscreen instructions to add the printer.

Print Files

To print files in **Gallery** and **Notepad**, do the following:

- Print an image: Open **Gallery**. Open the image you want to print, go to **More** > **Print or export to PDF**, select the printer, then follow the onscreen instructions to complete the printing.

- Print a note: Open **Notepad**. Open the note you want to print, touch **Print**, then follow the onscreen instructions to complete the printing.

Connect to a VPN Network

A virtual private network (VPN) is a temporary connection that extends a private network across a public network, encrypting data transmission to provide security.

When working outside the office, you can use a VPN to securely access your company's Intranet.

The following types of servers are supported:

- PPTP: Point-to-Point Tunneling Protocol, offering MPPE encryption.

- L2TP: Layer 2 (Data Link Layer) Tunneling Protocol, offering IPSec PSK and IPSec RSA encryption.

- IPSec Xauth: Offering PSK, RSA, and Hybrid RSA encryption.

Connect to a PPTP Server

1 Obtain the required data such as the VPN server name and address from your VPN server administrator.

2 Go to **Settings** > **More connections** > **VPN** > **Add VPN network**, enter the VPN name, set the server type to **PPTP**, then enter the server address.

3 If the VPN server does not have a DNS address, touch **Show advanced options** and enter the DNS domain, DNS server address, and forwarding route.

4 Touch **Save**.

5 Touch the VPN you have just set up, enter your VPN user name and password, then touch **Connect**.

Connect to an L2TP/IPSec PSK Server

1 Obtain the VPN server name, server address, L2TP key (optional), IPsec identifier (optional), and IPsec pre-shared key from your VPN server administrator.

2 Go to **Settings** > **More connections** > **VPN** > **Add VPN network**, enter the VPN name, set the server type to **L2TP/IPSec PSK**, then enter the server address, L2TP key, IPSec identifier, and IPSec pre-shared key.

3 If the VPN server does not have a DNS address, touch **Show advanced options** and enter the DNS domain, DNS server address, and forwarding route.

4 Touch **Save**.

5 Touch the VPN you have just set up, enter your VPN user name and password, then touch **Connect**.

Home Screen & Wallpaper

Manage the Home Screen Layout

You can customize the home screen layout to suit your phone usage habits.

Move an App Icon on the Home Screen

Touch and hold an app icon until your phone vibrates, then drag it to the desired position on the home screen.

Keep Home Screen Icons Aligned

Pinch two fingers together on the home screen to access **Home screen settings** mode, then enable **Auto-align**. With this feature enabled, empty spaces will automatically be filled when apps are removed.

Lock Home Screen Icon Positions

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

Select the Home Screen Layout Pattern

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

Set Your Home Screen in Settings

You can also go to **Settings** > **Home screen & wallpaper** > **Home screen settings**, then enable **Auto-align** and more.

Put App Icons in Folders

For easy management of your app icons on the home screen, you can stack similar apps in a folder and name the folder.

1 Touch and hold an app icon until your phone vibrates, then drag it over another app. A folder will automatically be created to house these two apps.

2 Open a folder, touch its name, then enter a name for it.

Add App Icons to a Folder or Remove Them

Open a folder and touch ＋. Then you can:

- Select one or more apps, and touch **OK** to add them to the folder.

- Deselect one or more apps, and touch **OK** to remove them from the folder. If you deselect all apps, the folder will be deleted.

Use App Drawer to Store Apps

You can put your apps in a drawer and display only frequently used apps on your home screen to streamline your home screen.

Enable App Drawer

Go to **Settings** > **Home screen & wallpaper** > **Home screen style**, and select **Drawer**.

Once enabled, you can swipe up on the home screen to access all of your apps in the drawer.

Add Apps in the Drawer to the Home Screen

In Drawer mode, you can swipe up on the home screen to display the App Drawer. Touch and hold the app you want to add until your phone vibrates, then drag it to the desired position on the home screen.

Move Apps Back to the Drawer

Touch and hold an app icon until your phone vibrates, then touch **Remove**. This operation will only remove the app icon from your home screen but will not uninstall it.

You can still find it in the app drawer.

Disable the App Drawer

To disable the App Drawer, set **Home screen style** to **Standard**.

Display & Brightness

Adjust the Screen Brightness, Color Mode, and Color Temperature

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

Automatically Adjust the Screen Brightness

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

Your phone will automatically adjust the screen brightness according to the ambient lighting conditions.

Manually Adjust the Screen Brightness

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

- Swipe down from the status bar to open the notification panel. In the ☼ section, drag the slider to adjust the screen brightness.

- Go to **Settings** > **Display & brightness**. In the ☼ section, drag the slider to adjust the screen brightness.

Adjust the Color Mode

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

- **Normal**: natural color tones
- **Vivid**: vivid color tones

Adjust the Color Temperature

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

- **Default**: a natural tint
- **Warm**: a yellowish tint
- **Cool**: a whitish tint
- You can touch anywhere on the color circle or drag the spot to adjust the color temperature.

Use Eye Comfort Mode

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

- ⓘ Rest your eyes for at least 10 minutes every half an hour.
  - Look into the distance for your eyes to have a break from the screen and to relieve eye fatigue.
  - Cultivating good eye care habits will protect your vision and prevent near-sightedness.

Enable or Disable Eye Comfort Mode

- Swipe down from the status bar to open the notification panel, swipe down on it again to show all shortcuts, then turn on or turn off **Eye Comfort**. You can touch and hold **Eye Comfort** to access the settings screen.
- Go to **Settings** > **Display & brightness** > **Eye Comfort**, and enable or disable **Enable all day**.

Once Eye comfort mode is enabled, 👁 will be displayed in the status bar, and the screen will take on a yellow tint since less blue light is being emitted.

Set a Schedule for Eye Comfort Mode

Go to **Settings** > **Display & brightness** > **Eye Comfort**, enable **Scheduled**, then set **Start** and **End** according to your preferences.

Enable or Disable Flicker Reduction

Go to **Settings** > **Display & brightness** > **Eye Comfort**, and enable or disable **Flicker reduction**.

Enabling **Flicker reduction** will reduce the amount your screen flickers, but may also affect its color and brightness.

Customize Eye Comfort Mode

Go to **Settings** > **Display & brightness** > **Eye Comfort**, enable **Enable all day** or set up **Scheduled**, and adjust the slider under **Filter level** to customize how much blue light you would like to be filtered.

Enable Dark Mode

You can enable Dark mode to apply a darker color scheme, which helps prevent excessive screen light from irritating your eyes and saves battery power.

Go to **Settings** > **Display & brightness** > **Dark mode**, and follow the onscreen instructions to set the related configurations, such as when you would like this feature to take effect.
ⓘ The feature availability varies by device.

Adjust Text Style Settings

You can adjust the system text size and app display size, as well as the text style.

Enlarge or Reduce Text Size

Go to **Settings** > **Display & brightness** > **Text and display size**, and drag the slider for **Text size**.

Enlarge or Reduce Display Size

Display size determines the size of content (including text and images) displayed within apps.

Go to **Settings** > **Display & brightness** > **Text and display size**, and drag the slider for **Display size**.

Use Smart Screen Resolution

Go to **Settings** > **Display & brightness** > **Screen resolution**, and enable **Smart Resolution**. Your phone will automatically adjust the screen resolution according to the current running status.

Adjust the Screen Refresh Rate

Go to **Settings** > **Display & brightness** > **Screen refresh rate**, and select a screen refresh rate that you would like to use.

A high screen refresh rate will help deliver a smoother visual experience.

Full Screen Display

Apply Full Screen Display

· Most apps installed on your phone will automatically adapt to display correctly in full screen.

· For apps that don't, go to **Settings** > **Display & brightness** > **More display settings** > **Full-Screen Display**, and toggle on their switches. Enabling **Full-Screen Display** may cause some apps to display incorrectly, for instance, by being improperly stretched.

Show the Notch

1 Go to **Settings** > **Display & brightness** > **More display settings** > **Cutout**, and select **Default**.

2 If you want to show or hide the notch for a specific app, touch **Custom**, select the app, then select one of the following options:

  · **Auto**

  · **Show cutout**

  · **Hide cutout**

Hide the Notch

Go to **Settings** > **Display & brightness** > **More display settings** > **Cutout**, and select **Hide cutout**.

Display Carrier Name and Network Speed in the Status Bar

You can check the carrier name and network speed with a single glance at the status bar.

Go to **Settings** > **Display & brightness** > **More display settings**, and enable or disable **Display carrier name** and **Display network speed** according to your preferences.

Automatically Switch Between Portrait and Landscape Orientation

Swipe down from the status bar to open the notification panel, then swipe down on it again

to show all shortcuts. Touch ⬡ to enable the Auto-rotate feature.

Your phone will then be able to automatically adjust your screen display, with the help of the built-in Swing Gesture Sensor (to detect your face orientation) and gravity sensor.

For example:

- When you need to switch your phone between portrait and landscape orientation when it is placed on a surface, just keep your face in front of the screen and rotate your phone.
- When you are using your phone while lying down, the screen will not change its display orientation when you change the way you are lying.

  ⓘ The Swing Gesture Sensor is located at the top of the screen. To ensure that the sensor can effectively identify your face orientation, keep your face in front of the screen during use.

Why Can't the Screen Rotate Intelligently?

The possible causes are as follows:

- Your device comes equipped with the Swing Gesture Sensor to detect the face direction. Therefore, you need to ensure that the sensor can detect faces.

  – Do not cover the sensor, which is located in the upper left corner of the screen.

  – Look straight at the screen and keep a distance of 40–60 cm away from the sensor.

  – The sensor works better in a well-lit environment.

- Landscape display is not supported in some apps (such as navigation or game apps) and the home screen.

Introduction to GPU Turbo

GPU Turbo represents a radical redesign of the graphics processing framework of the phone at its most basic level, integrating hardware and software to achieve accelerated graphics processing. It improves the device's graphics processing efficiency, image quality, and performance, whilst simultaneously reducing system power consumption.

The end result is a great improvement in user experience when playing graphically intense games.

Sounds & Vibration

Do Not Disturb Mode

Do Not Disturb helps you prevent interruptions when you need to focus. When this mode is enabled, calls and messages will be muted and banner notifications will not be displayed.

Enable or Disable Do Not Disturb

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

- Swipe down from the status bar to open the notification panel, swipe down on it again to show all shortcuts, then turn on or turn off **Do Not Disturb**. You can touch and hold **Do Not Disturb** to access the settings screen.
- Go to **Settings** > **Sounds & vibration** > **Do Not Disturb**, and enable or disable **Do Not Disturb**.

Once Do Not Disturb has been enabled, ☾ will display in the status bar. To check for notifications, go to the lock screen or swipe down from the status bar to open the notification panel. Swipe left on a notification and touch ⚙ to delay the notification.

When receiving incoming calls, notifications, and messages, your phone will be muted and will not automatically turn on its screen or display banner notifications.

Set a Schedule for Do Not Disturb

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

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

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

4 You can also touch **Add** to set multiple start times.

Make Exceptions in Do Not Disturb Mode

While in **Do Not Disturb** mode, you can enable your phone to ring for calls and messages from certain sources so you don't miss anything important.

Go to **Settings** > **Sounds & vibration** > **Do Not Disturb**, and enable **Do Not Disturb** or **Scheduled**. Then you can:

- Touch **Calls** or **Messages** and select one of the options. If you set an exception, your phone will ring for calls or messages from the selected source.

- Once **Repeated calls** is enabled, a second call from the same number within 15 minutes will not be silenced.

Set a Ringtone for Incoming Calls

You can set your favorite music or a video as the ringtone for incoming calls.

If you are carrying your phone in your pocket, the ringtone volume will gradually increase. This helps prevent you from missing important calls.

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

Set a Music Ringtone

1 Go to **Phone** > ⋮ > **Settings** > **Ringtone**.
Or go to **Settings** > **Sounds & vibration** > **Phone ringtone**.

2 Select a system ringtone, or touch **Music on device** to set a local song as the ringtone.

3 If you select a system ringtone, touch **Vibration** on the same screen, and select **Synchronized (default)**. When there is an incoming call, your phone will vibrate with rhythm while the system ringtone is playing.

> ℹ Not all products support a synchronized vibration and ringtone.

Set a Video Ringtone

Set a video as the ringtone for incoming calls on your phone.

1. Go to **Phone** > ⋮ > **Settings** > **Ringtone**.
   Or go to **Settings** > **Sounds & vibration** > **Phone ringtone**.

2. Touch **Video ringtones** and select a video. You can then preview what it looks like for incoming calls.

3. Touch **SET** to set the video as the ringtone.

Set a Ringtone for a Contact

Set a different ringtone for a particular contact to distinguish more easily when that contact is calling you.

1. Open **Phone**, touch the **Contacts** tab, then select the contact you want to set a ringtone for.

2. On the contact details screen, touch **Ringtone** and select a ringtone.

Set a Notification Tone for a Specific App

You can set a notification tone for certain apps by doing the following:

1. Go to **Settings** > **Apps** > **Apps**.

2. Select an app (for example, **Notepad**).

3. Go to **Notifications** > **To-do notifications** > **Notification sound**.

4. You can then:
   - Set a tone.
     Select a preset tone, or touch **Music on device** to select a locally saved song.
   - Set a vibration pattern.
     Touch **Vibration** and select your preferred type of vibration.
     When **Synchronized (default)** is selected, your phone will vibrate according to the rhythm of the tone.
     For other options, the vibration pattern of your phone is fixed.
     ⓘ The feature availability varies by device.

Sound Booster

Sound Booster uses the microphone of your phone to pick up sound and then wirelessly transmits the sound to a Bluetooth headset so that people with hearing impairments can hear more clearly or to a Bluetooth speaker for it to be played more loudly.

Application scenarios:

- When watching TV together, give a Bluetooth headset to an elderly person with a hearing impairment and then place your phone below the TV set to pick up sound and transmit it to the Bluetooth headset.

- In a noisy environment, use your phone as a microphone and connect it to a Bluetooth speaker for sound to be played more loudly.

1 Connect your phone to a Bluetooth headset or speaker.

2 On your phone, go to **Settings** > **Sounds & vibration** > **Sound Booster** to enable **Sound Booster**. Touch the device you want to connect to.

3 When connected to a Bluetooth headset, place your phone near the sound source. When connected to a Bluetooth speaker, hold your phone and speak into the microphone.

4 Wear the headset or place the speaker in an appropriate position. Make sure the distance between the speaker or headset and your phone does not exceed 10 m (about 33 ft.).

Enable Huawei Histen Sound Effects

Huawei Histen sound effects, with 3D surround sound support, deliver vibrant and crisp sound to create an immersive audio experience.

ⓘ Huawei Histen sound effects are only available when a headset is plugged in.

Go to **Settings** > **Sounds & vibration** > **Huawei Histen sound effects** and select an option:

- **Auto**: Automatically identifies what you are playing and intelligently applies sound effects to optimize your experience.
- **3D audio**: Delivers 3D spatial sounds.
- **Natural**: Faithfully reproduces the original sounds.
- **Standard**: Requires less power for audio playback. You can also customize equalizer settings yourself to achieve the exact sound you are looking for.

Auto, **3D audio**, and **Standard** modes allow you to select a headset type so you can match the sound effects to your headset.

ⓘ Selecting a headset type is available only when a 3.5 mm-jack headset is plugged in. If your phone does not have a 3.5 mm jack, use an original Huawei headset adapter.

Notifications

App Badges

When new notifications arrive for an app, a numbered badge will appear on the app icon. You can also set a dot as the badge, or hide the badge for some or all apps.

Turn Off App Badges

1 Go to **Settings** > **Notifications**, and touch **App icon badges**.

2 Turn off the switch for some or all apps.

Change the Badge Display Mode

On the **App icon badges** screen, touch **Badge display mode**, and select **Numbers** or **Dots** according to your preference.

Disable App Notifications

Disable Notifications from a Specific App

If you do not want to be disturbed by notifications from an app, perform either of the following:

- After you receive a notification from the app, swipe left on it in the notification panel, and go to ⚙ > **Disable notifications**.
- Go to **Settings** > **Notifications**, locate and touch the app for which you want to disable notifications, then disable **Allow notifications**.

Disable Notifications from Apps in Batches

To disable notifications from multiple apps at a time, go to **Settings** > **Notifications** > **Manage all**, and turn off the switch next to each app.

Hide Content of Notifications on the Lock Screen

Go to **Settings** > **Notifications**, and enable **Hide notification content**. The content of notifications will then not be displayed on the lock screen.

More App Notification Settings

Set the App Notification Mode

Go to **Settings** > **Notifications** and select an app. You can then set its notification mode.

- Enable **Gentle notifications**: Notifications will only be displayed in the notification panel. There will be no banners, lock screen notifications, or status bar icons, and your phone will not ring or vibrate.
- Enable **Lock screen** and **Banners**.
- Set **Notification sound**: You can change the notification tone, set the vibration pattern, or select **None**.
- Enable **Allow interruptions**: You can still receive notifications from this app even if Do not disturb is enabled.

  ℹ This feature may vary by device.

Notifications Turn on Screen

Go to **Settings** > **Notifications** > **More notification settings**, and enable **Wake screen**. Your phone will then automatically turn on the lock screen when it receives a notification.

Show Notification Icons in the Status Bar

Go to **Settings** > **Notifications** > **More notification settings**, and enable **Show notification icons in the status bar**.

Biometrics & Password

Set Fingerprints

You can enroll a fingerprint and then use it to unlock the screen and access your Safe, App Lock, and more.

Enroll a Fingerprint

1 Go to **Settings** > **Biometrics & password** > **Fingerprint ID** and follow the instructions to set or enter the lock screen password.

2 Touch **New in-screen fingerprint** to begin enrolling your fingerprint.

3 Place your fingertip on the fingerprint sensor. When you feel a vibration, lift your finger then press again. Move your finger around to enroll different parts of it.

4 When the enrollment has been completed, touch **OK**.

You can now place your finger on the fingerprint sensor to unlock the screen.

Rename or Delete a Fingerprint

1 Go to **Settings** > **Biometrics & password** > **Fingerprint ID** and enter your lock screen password.

2 In the **Fingerprint list** section, touch an enrolled fingerprint to rename or delete it.

Identify a Fingerprint

Fingerprint identification allows you to match your fingers with the enrolled fingerprints.

1 Go to **Settings** > **Biometrics & password** > **Fingerprint ID** and enter your lock screen password.

2 In the **Fingerprint list** section, touch **Identify fingerprint**.

3 Touch the fingerprint sensor with your finger. The recognized fingerprint will be highlighted.

Use Your Fingerprint to Access Your Safe

1 Go to **Settings** > **Biometrics & password** > **Fingerprint ID** and enter your lock screen password.

2 Turn on the switch for **Access Safe** and follow the onscreen instructions to link your fingerprint with the Safe.

Now you can go to **Files** > **Categories**, touch **Safe**, then use your fingerprint to access it.

Use Your Fingerprint to Access a Locked App

1 Go to **Settings** > **Biometrics & password** > **Fingerprint ID** and enter your lock screen password.

2 Turn on the switch for **Access App Lock** and follow the onscreen instructions to link your fingerprint with App Lock.

You can now touch a locked app on your home screen and use your fingerprint to access it.

Enable and Use Fingerprint Payment

You can use your fingerprint to verify your payments in a payment app.

Go to the payment app and follow the onscreen instructions to enable this feature.

Face Recognition

3D Face Recognition utilizes more information than traditional face recognition technology to further enhance your device security. Time-of-Flight (ToF) 3D imaging technology makes face recognition possible even in dark environments.

You can unlock your phone, make payments, and access locked apps using your facial data. You can also enroll an alternate look for even greater convenience.

Enroll Facial Data

1 Go to **Settings** > **Biometrics & password** > **Face Recognition**, and enter your lock screen password.
If you have not set a lock screen password, set a 6-digit PIN or touch **Change unlock method** to set up another type of password.

2 Select **Enable raise to wake**.

3 Touch **Get started** and follow the onscreen instructions to enroll your facial data.

Set an Alternate Look

You can add an alternate look for more accurate and convenient face recognition.

On the **Face Recognition** screen, touch **Set an alternate look**, and follow the onscreen instructions to enroll the alternate facial data.

Enable Face Unlock

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

You can also enable **Require eye contact** to improve security. Once this feature is enabled, you will need to keep your eyes open to unlock the screen.

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

Enable and Use Face Payment

Currently, HUAWEI phones support face payment on apps such as Alipay.

> ⓘ The method of enabling face payment varies depending on the apps. For details, contact the app developer.

Access App Lock with Face Recognition

On the **Face Recognition** screen, enable **Access App Lock**, and follow the onscreen instructions to add your facial data to App Lock.

You will then be able to access locked apps with face recognition.

Disable or Delete Facial Data

On the **Face Recognition** screen, you can do the following:

- Disable facial data for certain features: Disable **Unlock device**, or **Access App Lock** as required. This will not delete your facial data.
- Delete facial data: Touch **Delete facial data** and follow the onscreen instructions to delete your facial data.

Lock Screen Password

You can set a numeric, pattern, or hybrid password as your lock screen password.

Set the Lock Screen Password

You can set a numeric, pattern, or hybrid password.

1 Go to **Settings** > **Biometrics & password** and touch **Lock screen password**.

2 Enter a password containing 6 digits.

3 Alternatively, touch **Change unlock method** and select a password type, then follow the onscreen instructions to input a new password.

Change the Lock Screen Password

1 On the **Biometrics & password** screen, go to **Change lock screen password**.

2 Enter the original lock screen password.

3 Enter a new password, or touch **Change unlock method** to select a password type, then follow the onscreen instructions to input a new password.

Disable Lock Screen Password

On the **Biometrics & password** screen, go to **Disable lock screen password**.

Enable Lockdown

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

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

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

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

3 Touch **Lockdown** and follow the onscreen instructions to enable Lockdown mode. Once Lockdown mode is enabled, your phone can only be unlocked using the lock screen password.

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

Apps

Enable App Twin

App Twin enables you to log in to two WhatsApp or Facebook accounts simultaneously, allowing you to keep your work and private life separate.

ℹ️ **App Twin** is only supported by some apps.

Go to **Settings** > **Apps** > **App Twin**, and enable **App Twin**. The twin app will then be displayed on the home screen.

View or Change App Settings

Go to **Settings** > **Apps** > **Apps** and touch an app. You can force stop it, uninstall it, view and change the app permissions, set notification modes, and more.

ℹ️ Some apps cannot be uninstalled.

Battery

Check the Power Consumption of Your Phone

Go to **Settings** > **Battery** (or **Optimizer** > 🔋), and you can then:

- View **Power consumption details** to learn about the power consumption of the last 24 hours and the power usage ranking of apps.
- Touch a bar in the chart to learn about the power consumption during the corresponding period.
- Touch an app and view its **Battery usage details**, or touch **Force stop** to close the app.

ℹ️ Some pre-installed apps cannot be closed.

Power Management

On the **Battery** screen, you can check the estimated battery time remaining, and enable a power saving mode to extend the battery life of your phone.

Enable Power Saving Mode

If **Power Saving mode** is enabled on your device and the battery level is higher than 10%, some functions will be disabled, background apps will be restricted, and visual effects will be weakened to reduce power consumption. When the battery level is lower than or equal to 10%, stricter power saving measures are taken to ensure the longest standby time. It is

recommended that you enable **Power Saving mode** when the battery level is lower than or equal to 20%.

To do so, go to **Settings** > **Battery** (or **Optimizer** > ⬤), and enable **Power Saving mode**. A
🍃 icon will then be displayed in the status bar.

You can touch **Learn more** to view details about power saving measures.

Enable Performance Mode

Performance mode adjusts the power settings of your phone to deliver maximum performance. This will cause the battery to drain more quickly, especially when graphic-intensive apps are used.

When the battery has sufficient power, go to **Settings** > **Battery** (or **Optimizer** > ⬤) and enable **Performance mode**.

A ⟲ icon will then be displayed in the status bar.

ℹ️ **Performance mode** is available on selected devices only. If the **Performance mode** option is not displayed in **Optimizer**, it indicates that your device does not support the feature.

Enable Smart Charge

Smart Charge learns from your charging habits and manages the charging process intelligently. This feature reduces the battery wear level and prolongs the battery life by reducing the time your device spends fully charged. It is advised that you keep this feature enabled.

For example, if you are used to charging your devices overnight or for an extended period of time, Smart Charge will pause the charging when the battery capacity reaches a certain level. Before you get up in the morning, Smart Charge will resume charging until your device is fully charged. This reduces the time your device spends fully charged to slow down battery wear and prolong the battery life.

ℹ️ Data about your charging habits will only be used on your device and will not be backed up or uploaded to the cloud.

To enable this feature, go to **Settings** > **Battery** > **More battery settings**, and enable **Smart Charge**.

Enable Smart Battery Capacity

Smart Battery Capacity intelligently adjusts the maximum available battery capacity based on the current battery state to slow down battery wear and prolong the battery lifespan. It is advised that you keep this feature enabled.

To enable this feature, go to **Settings** > **Battery** > **More battery settings**, and enable **Smart Battery Capacity**.

Battery Settings

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

Display Battery Percentage in the Status Bar

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

Stay Connected While Your Device Is Sleeping

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

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

Storage

Check Storage Usage

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

Clean Up Phone Storage

You can use **Cleanup** in **Optimizer** to scan for redundant or large files, such as app residue, unwanted installation packages, WeChat data, and more. Once detected, you can choose whether or not to delete files as suggested.

1 Open **Optimizer**, then touch **Cleanup**.

2 When the scan is complete, touch **Clean up** after each item and delete any files you don't need.

Automatically Clean Up System Trash

1 Open **Optimizer**, and touch **Cleanup**.

2 Swipe down from the top of the screen, and your phone will automatically clean up system trash.

Manually Clean Up System Trash

In addition to automatic cleanup, your phone will also detect and recommend trash files for you to clean up manually.

On the **Cleanup** screen, touch **Clean up** next to a category, select the items you want to clean up, then touch **DELETE**.

Clean Up Duplicate Files

Optimizer can identify duplicate files on your phone.

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

Security

Use the Password Vault to Automatically Fill in the Password

Password Vault saves your usernames and passwords and autofills them for you each time you log in to an app. This data is hardware encrypted and stored only on your device. Huawei does not have access to this data, and will not upload it to the Internet or server.

> ⓘ • Before using Password Vault, set a lock screen password for your phone.
>
> • Password Vault is only compatible with certain apps.

Log In Faster with Password Vault

1 When you log in to an app for the first time, your phone will automatically prompt you to save the password. Touch **SAVE** when prompted.
If you accidentally touch **Never save**, you can still enable the autofill feature for this app by going to **Settings** > **Security** > **Password Vault** > **Autofill settings**, and toggling on the switch next to this app. When the switch is toggled off, the autofill feature will be disabled.

2 If you log out of the app, the next time you log in, your device will autofill the username and password once you have verified your identity with your lock screen password, fingerprint, or face ID.

When you switch to a new Huawei phone, you can use **Phone Clone** to transfer data in Password Vault to your new device.

View or Delete Stored Usernames and Passwords

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

Go to **Settings** > **Security** > **Password Vault** > **ACCOUNTS** to view or delete the stored usernames and passwords.

Disable Password Vault

Password Vault is enabled by default, but can be disabled if required.

Go to **Settings** > **Security** > **Password Vault**, and disable **Password Vault**.

Use App Lock to Protect Your Privacy

With App Lock, you can lock apps containing private data, such as chat and payment apps, to prevent unauthorized access. If you have enabled App Lock and set Face Recognition as the app unlock method, when your face is not detected by your device, the locked app can't be

accessed again after it is closed unless you verify your identity. This feature intelligently protects your privacy and works better in a well-lit environment.

Enable App Lock

Go to **Settings** > **Security** > **App Lock** > **Enable**, then follow the onscreen instructions to set the App Lock password and select the apps to lock.

If you have enabled face or fingerprint unlock, you can link App Lock with a face ID or fingerprint ID as prompted.

ⓘ Not all devices support fingerprint features.

Enable Intelligent Protection for Locked Apps

If you have enabled App Lock and set Face Recognition as the app unlock method, the system will intelligently detect that it is a different face to normal and provide further security protection for locked apps. If your face is not detected, such as when someone else is using your device, the locked app can't be accessed again after it is closed unless you verify your identity. This feature works better in a well-lit environment.

The intelligent protection feature will be enabled automatically once you have set Face Recognition as the app unlock method in either of the following ways:

- If you have enabled Face Recognition for your phone, follow the onscreen instructions to link your face when you enable App lock. The intelligent protection feature will then be enabled automatically.

- If you have not enabled Face Recognition on your phone, go to **Settings** > **Biometrics & password** > **Face Recognition** and follow the onscreen instructions to enter the **Face Recognition** screen and enroll your facial data. Then enable **Access App Lock** to link your face with locked apps.

Change the App Lock Password or Security Questions

Enter the **App Lock** settings screen, go to ⚙ > **Password type**, and select **Lock screen password** or **Custom PIN** as the App Lock password.

If you select **Custom PIN**, you can go on to set a new password and security questions.

Cancel or Disable App Lock

On the **App Lock** settings screen, do the following:

- Cancel App Lock: On the list of locked apps, toggle off the switches beside the apps for which you want to cancel App Lock.

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

Enable Smart Unlock

Smart Unlock enables you to unlock your phone with a Bluetooth device, such as a smart band. When a compatible Bluetooth device is detected, you can then unlock your phone with a simple swipe.

1 Pair your phone with the Bluetooth device.

2 On your phone, go to **Settings** > **Biometrics & password** > **Smart Unlock**, and enable **Smart Unlock**.

3 Follow the onscreen instructions to set the lock screen password. Skip setting the lock screen password if a lock screen password has already been set.

4 From the **Paired devices** list, touch the name of the device you would like to use for Smart Unlock, and follow the onscreen instructions to set it as the **Unlocking device**.

To learn more about Smart Unlock, touch ⑦ on the **Smart Unlock** screen.

Encrypt Memory Card Data

You can encrypt files stored on a memory card. Encrypted files can only be viewed and used on your device.

1 Insert a memory card into your phone and ensure that the memory card has sufficient storage space.

2 Go to **Settings** > **Security** > **More settings** > **Encryption and credentials**.

3 Touch **Encrypt memory card** and follow the onscreen instructions.
During the encryption, do not restart your phone or forcibly remove the memory card. Otherwise, the encryption may fail or data may be lost.

To decrypt a memory card, touch **Decrypt memory card** and follow the onscreen instructions to decrypt files on the memory card. Formatting a memory card can also decrypt the memory card, but will erase all data on the memory card.

ⓘ Encrypting and decrypting the memory card will not be supported if you are not logged in to a phone as the Owner.

Set a SIM PIN Lock

A PIN is the identity code of a SIM card, and can be set as the SIM card lock. After you set it up, you will be required to enter the correct PIN to unlock the SIM card every time you power on your phone or switch to a new phone to prevent unauthorized access.

If you have entered a wrong PIN and exceeded the maximum number of attempts allowed to unlock the PIN, you will need to enter the PIN Unlocking Key (PUK) then reset the PIN. If you exceed the maximum number of attempts allowed to unlock the PUK, your SIM card will be permanently blocked.

The PIN and PUK of your SIM card are provided by your carrier. The number of digits and maximum number of attempts allowed to unlock your PIN and PUK are subject to your carrier.

1 Go to **Settings** > **Security** > **More settings** to enter the SIM lock settings screen.

2 Enable **Lock SIM card**, enter the PIN, then touch **OK**.
To change the PIN, touch **Change SIM PIN**, and follow the onscreen instructions.

Pin a Screen

You can pin the screen of an app so you can stay focused on it. Try this feature when playing games, watching videos, and more.

Go to **Settings** > **Security** > **More settings** > **Screen pinning**, and enable **Screen pinning**.

- When using gesture navigation, swipe up from the bottom of the screen and hold to access the recent tasks screen, then touch 📌 on an app preview. To unpin, swipe up twice from the bottom of the screen.

- When using three-key navigation, touch ⬜ to access the recent tasks screen, and touch 📌 on an app preview. To unpin, touch and hold ◁.

Safe Mode

Safe mode uses a simplified operating system on your phone with only basic functions and pre-installed apps available. It can be used to locate third-party apps causing system failures.

Safe Mode Functions

After installing certain third-party apps, your phone may fail to work properly. In this case, you can enter Safe mode to check whether the problem has been caused by a third-party app or by the system itself.

- If the system is running properly in Safe mode, the issue is likely caused by a third-party app. In Safe mode, go to **Settings** > **Apps** > **Apps**, find the third-party app in question, and uninstall it after switching back to the normal mode.

- If the system runs abnormally in Safe mode, then the system is faulty. Back up your data and take your device and proof of purchase to an authorized Huawei Customer Service Center for assistance.

Enter and Exit Safe Mode

- Enter **Safe mode**: During the startup process, press and hold the Power and Volume up buttons simultaneously until the selection screen is displayed. Press the Volume button to select **Safe mode** and press the Power button to enter Safe mode. In Safe mode, **Safe mode** is displayed in the lower left corner.

- Exit **Safe mode**: Restart your phone to exit.

Privacy

Manage App Access Permissions

Apps may require certain permissions, such as the Location permission, in order to provide you with corresponding services.

However, some apps may obtain excessive permissions, posing potential risks to your information privacy and security. You can check the permissions granted to each app and deny those you deem unnecessary in system Settings.

Manage the Location Permission

After granting the Location permission to an app, it can obtain your location information at any time. For example, if a map app is granted the Location permission, it can provide you with location and navigation services. You can revoke the permission if you do not need these services.

1 Go to **Settings** > **Apps** > **Permission manager**.

2 On the **Permission manager** screen, touch **Location**, touch the icon of the corresponding app, then select **Allow all the time**, **Allow only while in use**, or **Deny**.

Manage Permissions to Access Other Private Data

You can also manage permissions to access your personal data, such as Contacts, Messaging, Call logs, Body sensors, Calendar, and Camera, to enjoy better services and protect your privacy.

On the **Permission manager** screen, touch the permission you want to manage, and toggle the switch for each app on or off as required.

Use Location Services

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

Enable or Disable Location Services

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

· Swipe down from the status bar to open the notification panel (you can swipe further to

display all shortcuts), and enable or disable ⦿ .

· Alternatively, go to **Settings** > **Location**, and enable or disable **Access my location**.

After location services are disabled, your phone will prevent all apps and services from collecting and using location information, with the exception of some built-in apps. When these apps or services need to use location information, your phone will remind you to enable location services again.

Increase the Accuracy of Location Services

You can improve the positioning accuracy of your phone by allowing apps and services to scan for nearby Wi-Fi networks and Bluetooth devices or access supplementary data from global navigation satellite systems (GNSS).

ⓘ The feature availability varies by device.

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

Allow or Forbid Apps to Obtain Location Information

You can allow or forbid an app to access location information, including granting permanent access or access when using the app, or denying access to location information.

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

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

Create a PrivateSpace for Your Private Data

Create your PrivateSpace that is completely independent of MainSpace (the original space) on your phone, which can be accessed using your fingerprint or a password.

ⓘ Not all devices support fingerprint features.

You can move private photos, videos, and other files to your PrivateSpace to prevent unauthorized access. You can also move your payment and gaming apps to PrivateSpace to prevent them from being accessed by your child.

Enable and Access PrivateSpace

1 Go to **Settings** > **Privacy** > **PrivateSpace** > **Enable**, and follow the onscreen instructions to create a PrivateSpace.

2 You can enter your PrivateSpace using either of the following methods:

- On the lock screen, access PrivateSpace using the fingerprint or password set for the space.

- Alternatively, in MainSpace, go to **Settings** > **Privacy** > **PrivateSpace**, and touch **Log in**.

   ⓘ If you restart your phone, you have to enter the password to access the MainSpace first, then switch to the PrivateSpace.

Hide or Unhide the Entrance to PrivateSpace

You can hide the entrance to PrivateSpace in the MainSpace settings, so that you can only access PrivateSpace using the fingerprint or password set for the space.

- To hide the entrance to PrivateSpace: In PrivateSpace, go to **Settings** > **Privacy** > **PrivateSpace**, and enable **Hide PrivateSpace**.

- To unhide the entrance to PrivateSpace: In MainSpace, go to **Settings** > **Security** > **More settings**, then go to **Show all settings** > **OK**.

Transfer Files Between MainSpace and PrivateSpace

1 In PrivateSpace, go to **Settings** > **Privacy** > **PrivateSpace**, and touch **MainSpace to PrivateSpace** or **PrivateSpace to MainSpace**.

2 Select the files (such as photos, videos, and audio files) you want to transfer, touch **Move**, and follow the onscreen instructions to transfer the files.

In the target space, go to **Gallery** > **Albums** > **Others** > **SharedImages**, or **Gallery** > **Albums** > **Others** > **SharedVideos** to view photos and videos.

Reset Password for PrivateSpace

You can set a security question when creating the password for PrivateSpace, which will help you to reset the password if you happen to forget it.

1 In PrivateSpace, go to **Settings** > **Privacy** > **PrivateSpace**, then touch **Password protection**.

2 Follow the onscreen instructions to complete the verification, select and answer the security question, then touch **Finish**.

3 In MainSpace, go to **Settings** > **Privacy** > **PrivateSpace**, then go to ⋮ > **Reset password**, and follow the onscreen instructions to complete the verification and reset the password.

Transfer Data in PrivateSpace to Your New Phone

You can quickly transfer your PrivateSpace data, such as contacts, photos, and files, from your old phone to your new one.

1 On your new phone, create and enter your PrivateSpace, go to **Settings** > **Privacy** > **PrivateSpace** > **Space Clone**, and select **This is the new device**.

2 In your old phone, enter your PrivateSpace, go to **Settings** > **Privacy** > **PrivateSpace** > **Space Clone**, and select **This is the old device**.

3 Follow the onscreen instructions to scan the QR code or manually connect the old device to the new one.

4 On your old phone, select the data to be transferred. You can cancel the data transfer during the process, and then continue it once you have connected your old device with the new one again.

Delete PrivateSpace

If you delete PrivateSpace, all apps and data stored in the space will be deleted and cannot be restored. Please exercise caution when deleting PrivateSpace.

You can delete PrivateSpace in either of the following ways:

- In MainSpace, go to **Settings** > **Privacy** > **PrivateSpace**, then go to ⋮ > **Delete PrivateSpace**.

- Alternatively, in PrivateSpace, go to **Settings** > **Privacy** > **PrivateSpace**, then touch **Delete**.

Accessibility Features

Use a Screen Reader App

Screen reader apps are designed to assist visually impaired users to use a phone.

Enable Color Correction to Customize the Screen Color

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

1 Go to **Settings** > **Accessibility features** > **Accessibility** > **Colour correction** and enable **Colour correction**.

2 Touch **Correction mode** to select a color correction mode.

Use Magnification Gestures

Use magnification gestures to zoom in on the screen.

On the **Accessibility** > **Magnification** screen, touch **Magnification**, then enable it.

Zoom in or out by touching the screen three times in a row.

- While zoomed in, spread two or more fingers to further zoom in, then pinch two or more fingers together to zoom back out.
- Drag the screen with two or more fingers to view other parts of the screen.

Enable Color Inversion

Color inversion allows you to invert the color of the text and the background. When Color inversion is enabled, your phone will display text in white and the background in black.

On the **Accessibility** screen, enable **Color inversion**.

Use a Shortcut to Activate an Accessibility Feature

You can use Volume buttons to quickly activate an accessibility feature.

1 On the **Accessibility** screen, touch **Accessibility shortcut**.

2 Touch **Select feature** to select the feature you want to activate with the shortcut.

3 Enable **Accessibility shortcut**. You can now press and hold the Volume up and down buttons simultaneously for 3 seconds to activate the feature.

Adjust the Touch and Hold Delay

Touch & hold delay allows you to adjust the time the screen takes to respond when you touch and hold something.

On the **Accessibility** screen, touch **Touch & hold delay**, then select a delay option according to your preferences.

Operate Your Phone with One Hand

You can switch to a mini-screen view so you can use your phone with one hand.

1 Go to **Settings** > **Accessibility features** > **One-Handed mode**, and enable **One-Handed mode**.

2 You can access **One-Handed mode** using any of the following methods:

- If you are using **Gestures** and **Slide across bottom to switch apps** is enabled, slide across the bottom of the screen and hold.

- If you are using **Gestures** and **Slide across bottom to switch apps** is disabled, slide across the bottom of the screen in an arc and hold.

- If you are using **Three-key navigation**, slide across the bottom of the screen.

- If you are using **Gestures** and there is no **Slide across bottom to switch apps** switch, slide across the bottom of the screen.

3 Touch any area outside the mini-screen view to exit.

One-handed mode will not work if Gesture magnification is enabled on your phone.

What to Do If Air Gestures Do Not Work

1 Make sure that your hand is placed about half an arm's length away from the screen.
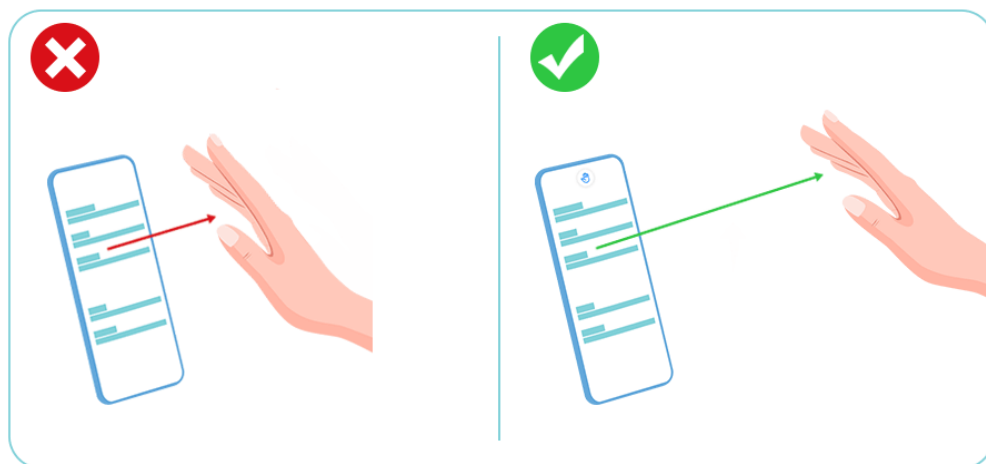
2 Place your hand in front of the upper part of the screen in order for the sensor on the top of the screen to detect it.
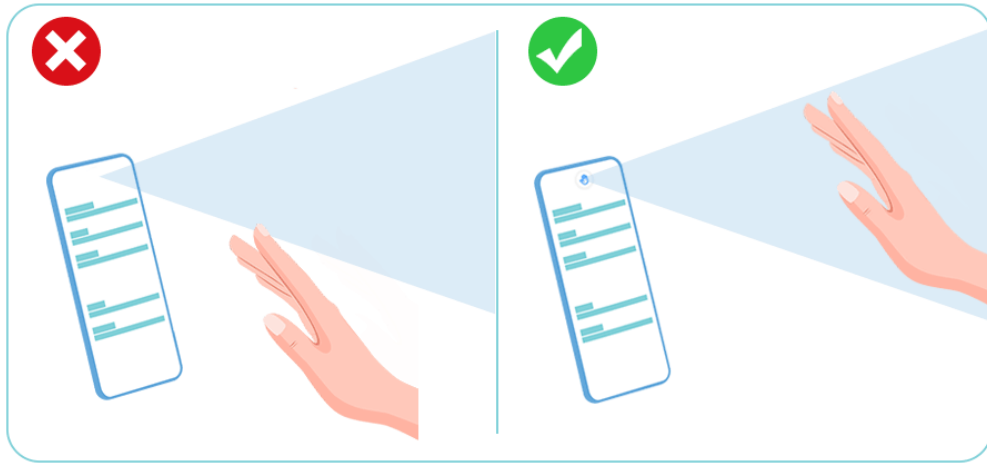
3 To scroll up, place the back of your hand in front of the screen with your fingers pointing downwards until ![icon] appears. Then gently wave your hand upwards.
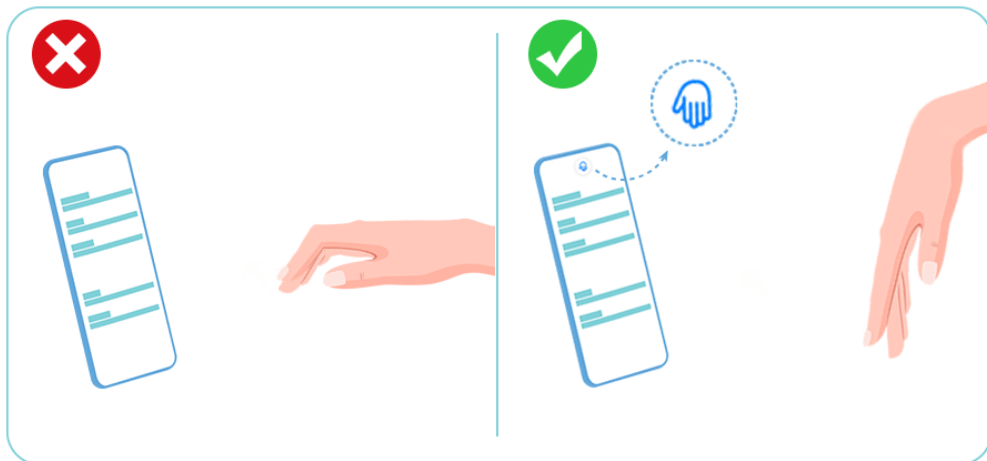
4 To scroll down, place the palm of your hand in front of the screen with your fingers pointing upwards until ![icon] appears. Then gently wave your hand downwards.
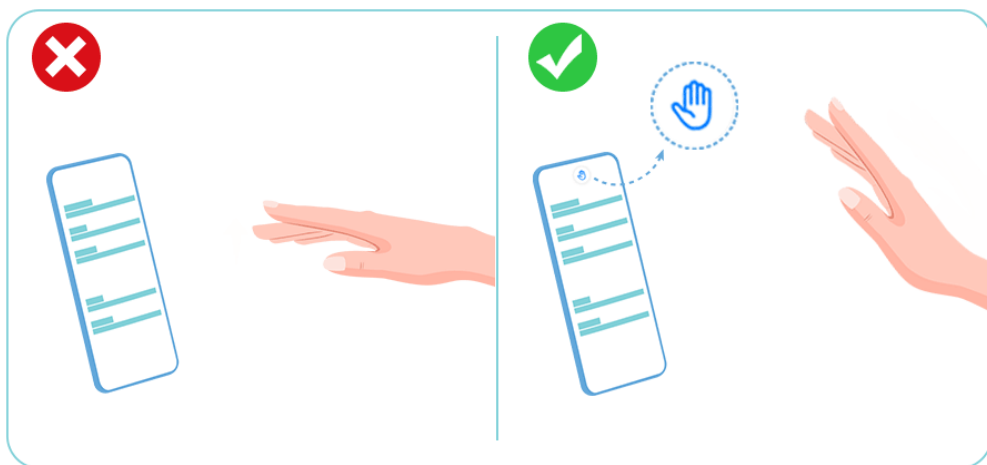
5 For the screen to scroll properly, make sure that you wave your hand up or down slowly and do not move your hand too far away from the phone. Each time the ![icon] or ![icon] icon appears, your phone will only respond to your hand waving or grabbing gesture once.

ℹ This feature may vary by device.

What to Do If Grabshot Does Not Work

1 Make sure that your hand is placed about half an arm's length away from the screen.
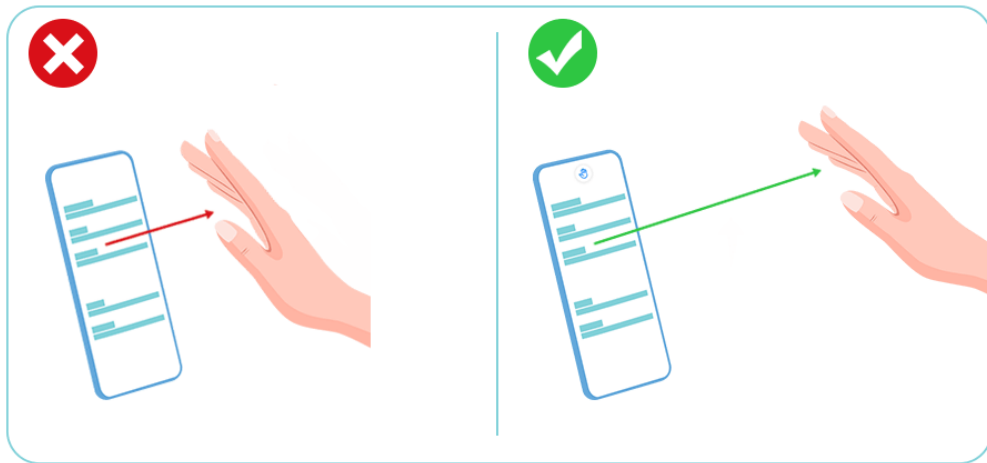
2 Make sure that your hand is right in front of the screen.
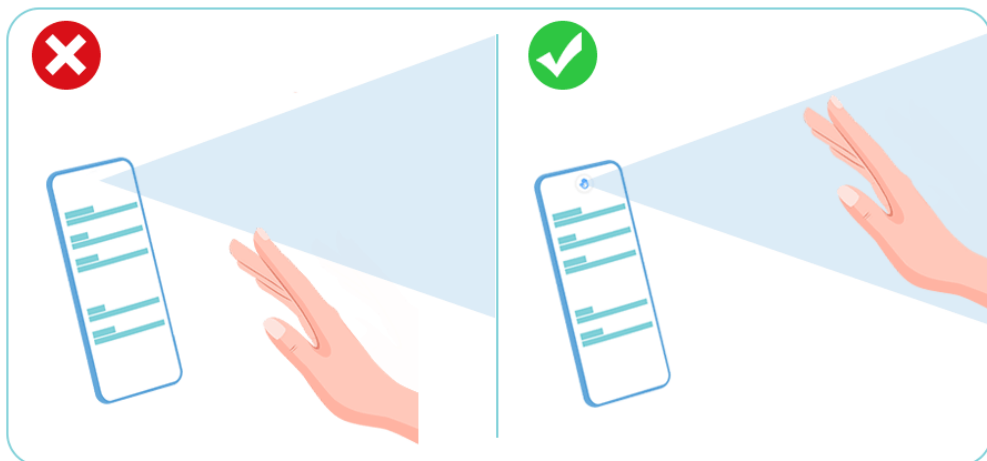
3 Your phone will respond when you make a fist only once after 🖐 is displayed.

ℹ This feature may vary by device.

What to Do If Air Press Does Not Work

· When enabling Air press, keep your palm about 30 cm (12 in.) away from the screen.
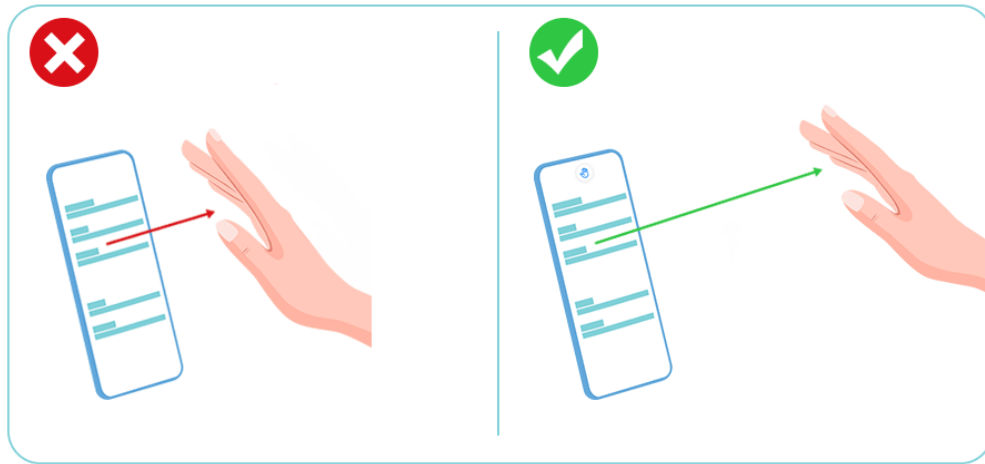
· Make sure that your hand is right in front of the screen.
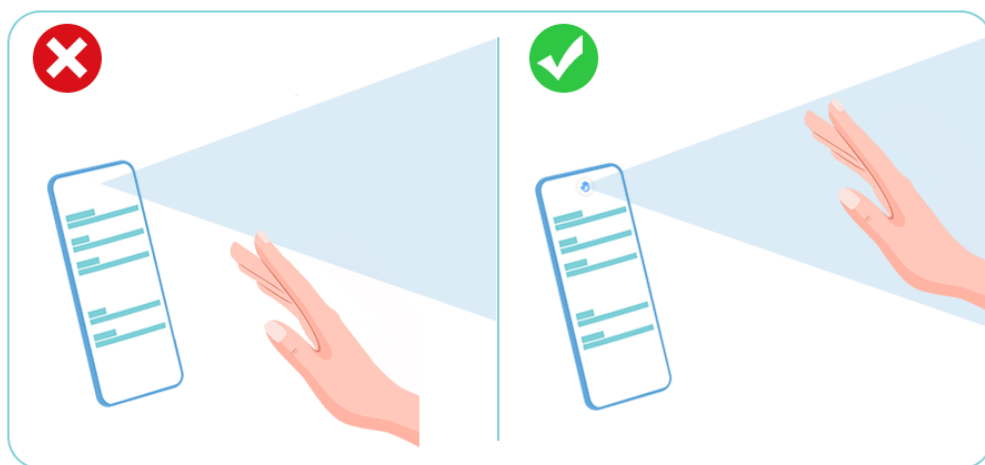
· Make sure to hold your palm in front of the screen until 🖐 appears at the top of the screen. Then move your palm closer until it is about 5 cm (2 in.) away from the screen.
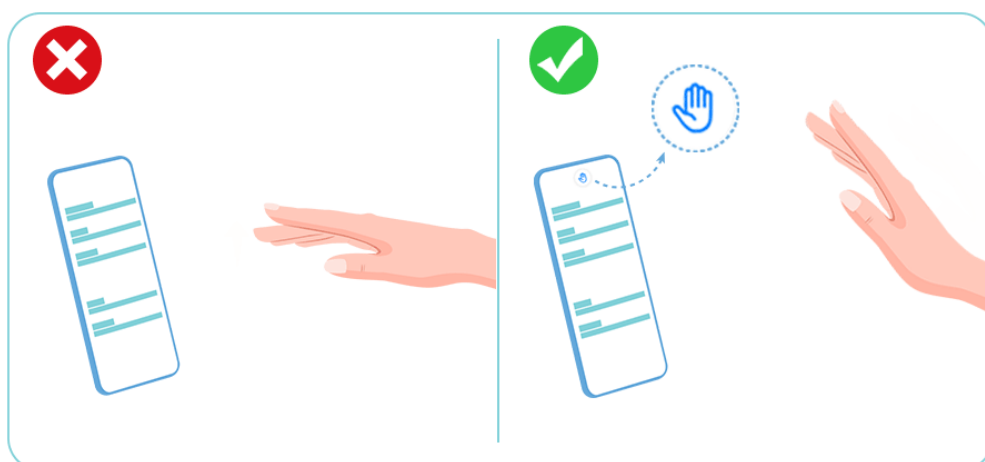
· Make sure to move your hand towards the upper part of the screen.

· You will not be able to use Air press to control audio playback in the following scenarios:

– The screen is locked, and the music control is not displayed on the lock screen.

- The music player is running in the background when another app is open.
- The music player is opened for the first time after your device is powered on, and no music is playing.

ⓘ This feature may vary by device.

Protect Your Phone with a Flip Cover

For best results, you are advised to use a standard Huawei flip cover.

Enable Smart Cover Mode

Go to **Settings** > **Accessibility features** > **Smart Cover**, and enable **Smart Cover**. If the flip cover comes with a display window, enable **Use display window** as well.

Open or Close the Flip Cover

- Flipping open the cover will wake your phone and display the lock screen (or Magazine unlock screen).
- If a lock screen password has been set, closing the flip cover of your phone will lock the screen if it is on standby.
- When a flip cover with a display window is closed, you can check the date, time, weather, and more in the window.

Enable or Disable Mistouch Prevention

Enable **Mistouch prevention** to prevent unintended operations caused by accidental touches on the screen, such as when your phone is placed in your pocket or backpack.

Go to **Settings** > **Accessibility features**, and enable or disable **Mistouch prevention** as needed.

Use Your Phone While Wearing Gloves

Your phone can respond to your touches even when you are wearing gloves.

Go to **Settings** > **Accessibility features**, and enable **Gloves mode**.

ⓘ To ensure a higher success rate, apply adequate force when touching or swiping on the screen.

Set Scheduled Power On/Off

Use the **Scheduled power on/off** feature to power your phone on and off at set times, to save power and prevent interruptions while resting.

1 Go to **Settings** > **Accessibility features** > **Scheduled power on/off**, and enable **Scheduled power on/off**.

2 Set the power on and off times, as well as the repeat cycle. Your phone will power on and off automatically at the specified times.

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

Users & Accounts

Add a User or Guest Account

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

2 Touch **Switch** to switch to the user or guest account. Configure the settings for the new account as prompted.

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

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

Authorize a User or Guest Account to Make Calls

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

1 Access your phone as the administrator and go to **Settings** > **Users & accounts** > **Users**.

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

Switch Between the Owner, User, and Guest

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

- Swipe down from the status bar to open the notification panel, touch ⊙, then touch the profile picture of the account you wish to switch to.
- Go to **Settings** > **Users & accounts** > **Users**, and touch the name of the account you wish to switch to.

Delete a User or Guest Account

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

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

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

- Swipe down from the status bar to open the notification panel, touch ⊙ > **More settings**, touch the name of the account you wish to delete, then follow the onscreen instructions to delete it.

System & Updates

Change the System Language and Region

1 Go to **Settings** > **System & updates** > **Language & input** > **Language and region**, then select the language you want to use.

2 If the language is not listed, touch **Add language**, then locate and touch it to add it to the list.

3 Touch **Region** to select a country/region, so the display content will adapt to the local culture and habits of the country/region you have selected.

Use Another Input Method

You can download a third-party input method and set it as the default input method.

1 Download the input method from an official app market.

2 Follow the onscreen instructions to set it as the default input method, or go to **Settings** > **System & updates** > **Language & input** > **Default keyboard** and select the input method.

Set the System Date and Time

Your phone is able to sync to the local date, time, and time zone over a mobile network. You can also manually set the date, time, and time zone for your phone.

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

Set the Date and Time Automatically or Manually

· Enable **Set automatically**, and your phone will sync to the local date and time over a mobile network.

· To manually set the date and time, disable **Set automatically**.

Change the Time Zone

· Enable **Set automatically**, and your phone will sync to the local time zone over a mobile network.

· To manually set the time zone, disable **Set automatically**.

Change the Time Format

· Enable **24-hour time** and your phone will display time in the 24-hour format.

· Disable **24-hour time** and your phone will display time in the 12-hour format.

Use Phone Clone to Move Data to Your New Device

Phone Clone lets you quickly and seamlessly move all the basic data (including contacts, calendar, images, and videos) from your old phone to your new phone.

Migrate Data from an Android Device

1 On your new phone, open the **Phone Clone** app. Alternatively, go to **Settings** > **System & updates** > **Phone Clone**, touch **This is the new device**, then touch **Huawei** or **Other Android**.

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

3 On your old device, open the **Phone Clone** app and touch **This is the old device**. Follow the onscreen instructions to connect your old device with your new phone by scanning a code or connecting manually.

4 On your old device, select the data you want to clone, then touch **Transfer** to start cloning.

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

Migrate Data from an iPhone or iPad

1 On your new phone, open the **Phone Clone** app. Alternatively, go to **Settings** > **System & updates** > **Phone Clone**, touch **This is the new device**, then touch **iPhone/iPad**.

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

3 On your old device, open the **Phone Clone** app and touch **This is the old device**. Follow the onscreen instructions to connect your old device with your new phone by scanning a code or connecting manually.

4 On your old device, select the data you want to clone, then follow the onscreen instructions to complete the data cloning.

ⓘ **Phone Clone** is only available on phones running iOS 8.0 or later.

Back Up with an External Storage Device

Back Up with a Memory Card

Insert a memory card in your phone so you can conveniently back up your data to keep it safe.

1 Go to **Settings** > **System & updates** > **Backup & restore** > **Data backup** > **External storage** and touch **Memory card**.

2 Touch **BACK UP**, select the data you want to back up, then touch **Back up**.

3 Follow the onscreen instructions to set the password and password hint. The data will be encrypted and backed up. The password will be required if you want to restore your data backup.

To reset the password, go to the **Memory card** backup screen, then ⋮ > **Reset password**.

ⓘ The new password is only valid for backups created thereafter.

4 After the backup is complete, you can find your data backup in the **Huawei** folder in **Files** > **Categories** > **Memory card**.

You can go to the **Memory card** backup screen and enable **Auto-backup**. Your phone will then automatically back up your data every seven days when it is being charged, the screen is turned off, and the battery level is at least 75%.

Restore Your Backup from a Memory Card

1 Go to **Settings** > **System & updates** > **Backup & restore** > **Data backup** > **External storage** and touch **Memory card**.

2 Select the backup you want to restore from the **RESTORE FROM BACKUP** list.

3 Select the data you want to restore, touch **Restore**, and enter the password as prompted.

Back Up with a USB Storage Device

In case of insufficient storage space on your phone, you can back up large files and any data on a USB storage device, such as a USB flash drive or card reader.

1 Connect your phone to a USB storage device via a USB OTG cable.

2 On the **External storage** screen of your phone, touch **USB storage**.

3 Touch **BACK UP**, select the data you want to back up, then touch **Back up**.

4 Follow the onscreen instructions to set the password and password hint. The data will be encrypted and backed up. The password will be required if you want to restore your data backup.

To reset the password, go to the **USB storage** backup screen, then ⋮ > **Reset password**. *i* The new password is only valid for backups created thereafter.

Restore Your Data from a USB Storage Device

1 Connect your phone to a USB storage device via a USB OTG cable.

2 On the **External storage** screen of your phone, touch **USB storage**.

3 Select the backup you want to restore from the **RESTORE FROM BACKUP** list.

4 Select the data you want to restore, touch **Restore**, and enter the password as prompted.

Back Up with a NAS Device

You can back up your important data on a network-attached storage (NAS) device, also known as a private cloud storage server. The NAS device provides shared folders for data backup.

1 On the **External storage** screen of your phone, touch **Shared folder**.

2 On your phone, scan for available NAS devices using your Wi-Fi network, then touch an applicable one to access and add its shared folders.

3 Touch **BACK UP**, select the data you want to back up, then touch **Back up**.

4 Follow the onscreen instructions to set the password and password hint. The data will be encrypted and backed up. The password will be required if you want to restore your data backup.

To reset the password, go to the **Shared folder** backup screen, then ⋮ > **Reset password**.

> ⓘ The new password is only valid for backups created thereafter.

Restore Your Data from an NAS Device

1 On the **External storage** screen of your phone, touch **Shared folder**.

2 On your phone, scan for available NAS devices using your Wi-Fi network, then touch an applicable one to access and add its shared folders.

3 Select the backup you want to restore from the **RESTORE FROM BACKUP** list.

4 Select the data you want to restore, touch **Restore**, and enter the password as prompted.

Restore Your Phone to Default Settings

Reset Network Settings

This operation will reset your Wi-Fi, mobile data network, and Bluetooth settings. It will not change any other settings on your phone or delete any data.

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

Restore All Settings

This operation will reset all network settings, your lock screen password, and the home screen layout. If your phone supports fingerprint or facial recognition, the enrolled fingerprints and facial data will be deleted as well. Other data or files will not be deleted from your phone. This operation does not restore the settings of Find Device, Users & accounts, Device administrators, or app settings either.

Go to **Settings** > **System & updates** > **Reset**, touch **Reset all settings**, and follow the onscreen instructions to complete the operation.

Restore Factory Settings

This operation will erase data on your phone, including your accounts, app data and system settings, installed apps, music, images, all files in the internal storage, security chip contents, and locally-stored system, app, and personal data related to HUAWEI IDs. Make sure to back up your data before restoring your phone to its factory settings.

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

Enable or Exit Simple Mode

Simple mode adopts a more concise layout for easy navigation, enlarges icons and fonts for the home screen, and maximizes the volume.

Enable Simple Mode

Go to **Settings** > **System & updates** > **Simple mode** and touch **Enable**.

Touch and hold any icon to drag it to the desired location or uninstall it if it is not a mandatory app.

Exit Simple mode

Open **Settings** and touch **Exit Simple mode**.

Update Your Phone System Online

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

(i) • Before updating, make sure your phone is running an official system version. Otherwise, the update may fail and your phone may experience unknown issues.

- Back up your user data before the update.

- After an update, third-party apps that aren't compatible with the new system version may become unavailable. In some cases, it may take some time for a compatible app version to be released.

- During the update, do not power off or restart your phone, remove the memory card, or insert a memory card.

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

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

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

- Update overnight: Touch ⚙️, and enable **Auto-download over Wi-Fi** and **Update overnight**.
  Your phone will automatically update and restart between 02:00 – 04:00.
  To ensure a successful overnight update, make sure that your phone is powered on, the screen is locked, there are no alarms set for this period of time, and the battery level remains higher than 35%. Connect your phone to a charger if necessary.

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

About Phone

Legal Notice

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Statement on Water Resistance

The device was tested under controlled laboratory conditions and is splash, water, and dust resistant with a rating of IP68 under IEC 60529. Splash, water, and dust resistance are not permanent conditions, and may decrease as a result of normal wear and tear. Do not charge this device in a humid environment. For details about this feature, please visit https:// consumer.huawei.com/en/support/.

ⓘ Conditions for IP68 resistance:

- Depth: Up to 1.5 m (4.9 ft.) of static water

- Duration: 30 minutes

- Temperature difference between the water and the device: no greater than 5°C

This guide is for reference only. The actual product, including but not limited to the color, size, and screen layout, may vary. All statements, information, and recommendations in this guide do not constitute a warranty of any kind, express or implied.