ColorOS

ColorOS 14.0 User Manual

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Notes before reading

This manual will provide you with comprehensive instructions for using ColorOS.

ⓘ   •   Some of the apps or features described in this manual are not available in all countries and models and features may vary by country, region, or model. Please refer to the actual display on your phone.

•   We will continue optimizing ColorOS, so the usability of the apps or features described in this manual may change. Please refer to the actual display on your phone.

•   We will update this manual from time to time to provide the best possible service. Thank you for your support and understanding.

Get started

System navigation

Using navigation gestures

Use gestures for navigation to enhance your mobile experience and make the most out of your device.

★ **Operation path**

Go to "Settings > Additional settings > System navigation" and select "Gestures".

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How to use gestures:

- Back to previous page

  Swipe in from the lower-left or right side of the screen.

- Back to the Home screen

  Swipe up from the bottom of the screen.

- Viewing recent tasks

  Swipe up from the bottom of the screen and hold.

- Switch to the previous app

  Swipe in from the lower-left or right side of the screen and hold.

Setting up gestures

Go to "Settings > Additional settings > System navigation", select "Gestures", and set the gestures you need.

- Turn on "Hide gesture guide bar" to hide the gesture guide bar at the bottom of the screen.

- Turn on "Vibrate on back navigation" and the phone will vibrate when you swipe inward from the left or right side of the screen to go back to the previous page.

- Turn on "Switch to previous app". Then you can swipe inward from the left or right side of the screen and then hold to switch to the previous app.

- Turn on "Mistouch prevention" and then when you are using full screen in landscape mode (for example, when you are playing games or watching videos), gestures in certain apps need 2 swipes to take effect.

Navigation with buttons

You can also enable the button navigation function to use the Home and Back buttons to operate your phone.

★ **Operation path**

1. Go to "Settings > More > System navigation", and select "Buttons".

2. You can choose your preferred layout of the buttons based on your needs. Once this function is enabled, there will be three fixed navigation buttons at the bottom of the screen.

   - ☰ Open recent tasks

   - ☐ Go back to the Home screen

   - ▷ Go back to the previous page

Clone Phone assistant

Clone Phone offers a quick and easy way to migrate data (such as contacts, messages, call logs, apps, images, videos, preference settings, and cards in your Wallet) from an old phone to your new phone, making the transition seamless.

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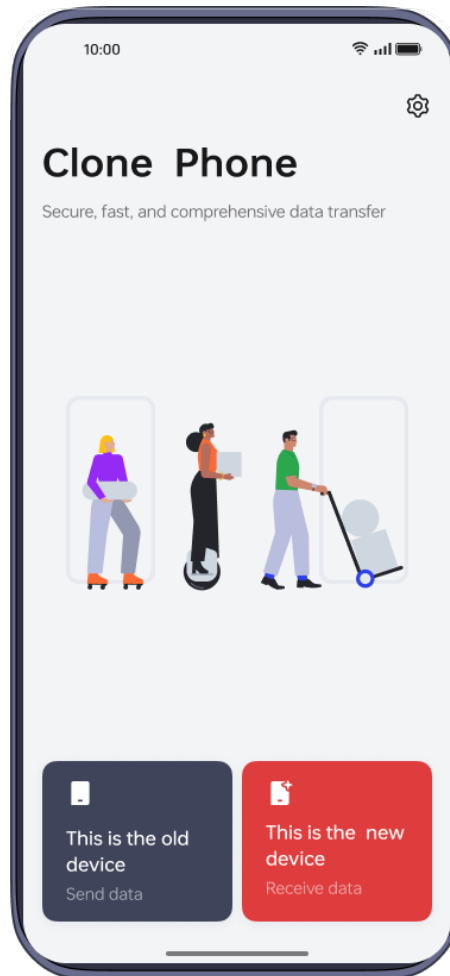
★ **Operation path**

Migrate from an Android device from another brand

1. On your new phone, open "Clone Phone". Tap "This is the new device" and then "Other Android".

2. Follow the prompts to download and install "Clone Phone" on your old device.

3. When the installation is complete, tap "Already installed on the old device" on your new phone. Connect your old phone to your new phone by scanning the QR code with Clone Phone or connecting manually.

4. After both phones are connected, select the data you wish to migrate on your old phone and tap "Migrate".

Migrate from an iPhone

1. On your new phone, open "Clone Phone". Tap "This is the new device" and then "Import data from an iPhone".

2. Following the prompts, scan the QR code on your new phone with the old phone to install the "Clone Phone" app.

3. Open "Clone Phone" on your old phone and tap "This is the old phone". Select the data you wish to migrate and tap "OK".

4. Following the prompts, scan the QR code on your new phone with the old phone and tap "Join".

5. After both phones are connected, select the data you wish to migrate on your old phone and tap "Migrate". Wait for the cloning to complete and then tap "Done".

Screen lock and unlock

Using the Lock screen password

Your phone will lock itself if you don't use it for a while.

Once you have lighted up the screen, slide up to show the password input panel. Enter the Lock screen password.

There are three types of Lock screen passwords.

- **Numeric password**: Enter 4 to 16 digits to set your Lock screen password.

- **Alphanumeric password**: Enter a 4–16-digit password that contains both numbers and letters.

- **Pattern password**: Connect at least 4 dots to create a pattern as your Lock screen password.

★ **Operation path**

Go to "Settings > Password & security > Lock screen password".

ⓘ Please ensure you do not forget your Lock screen password. If you forget it, you will not be able to unlock your phone or export any of the data stored on your phone.

Unlocking with face

Unlocking with face is fast and secure.

★ **Operation path**

1. Go to "Settings > Security & privacy > Device unlock > Face & Fingerprint Unlock" and enter the Lock screen password.

2. Hold the phone 20-50 cm away from your face and tap "Continue".

3. After the phone has collected your facial data, tap "Done". Once your facial data is collected, you will be able to unlock your phone with your face.

⚠ Avoid having your face in an overly bright or underlit environment when adding your facial information.

Unlocking with fingerprint

ⓘ This feature is only available on some models. Please refer to the actual device for its final functions and features.

★ **Operation path**

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1. Go to "Settings > Security & privacy > Device unlock > Face & Fingerprint Unlock". Follow the prompts on your screen, and place your finger in the fingerprint sensing area to add your fingerprint.

2. Press the fingerprint sensing area with your finger, and then your phone will be unlocked.

3. After adding your fingerprint, you can also:

   - Tap the ⋮ icon next to the fingerprint that has been added to rename or delete the fingerprint; or

   - Tap "Add fingerprint" to add multiple fingerprints.

ⓘ For fingerprint recognition accuracy, we recommend adding your fingerprints again each time you change your screen protector.

Using Lock Screen Magazine

This feature offers a vibrant carousel of wallpapers on the Lock screen and allows you to categorize wallpapers based on personal preferences. Every time you turn on the screen, you get a surprise.

★ **Operation path**

1. Go to "Settings > Home screen & Lock screen > Lock Screen Magazine" to turn on "Carousel wallpapers", so you get a new wallpaper every time you turn on the screen.

2. Turn on "Lock Screen Magazine", so you can swipe left to view more content on the Lock screen.

3. Tap "Subscriptions" to choose categories that interest you.

If you want to turn off Lock Screen Magazine, you can tap "Turn off Lock Screen Magazine".

Launching Snapchat from the Lock screen

You can quickly launch Snapchat from the lower-left corner of the Lock screen.

★ **Operation path**

1. Go to "Settings > Home screen & Lock screen > Lock screen shortcuts".

2. Select "Snapchat" so that you can quickly launch it by swiping on the shortcut icon at the bottom of the Lock screen. You can also assign the shortcut to other features like Lock Screen Magazine or Flashlight.

Always-On Display

Setting Always-On Display

With Always-On Display, you can check the time, date, notifications, and other information on the screen while the screen is off.

★ **Operation path**

1. Go to "Settings > Wallpapers & style > Always-On Display", and turn on "Always-On Display".

2. On the "Always-On Display" page, tap "More display settings" to set a display mode and information (date, battery level, notifications, and more) to be displayed on the Always-On Display.

- Tap "Display mode" to schedule when to turn on the Always-On Display. You can set it to All day, Scheduled, or Power saving.

- Tap "Info" to select the information shown on the Always-On Display. Choose from the time, date, battery level, and other information.

- Turn on "New notifications" to see new notifications on the Always-On Display.

ⓘ
- Always-On Display is turned off when the battery level drops below 10% and the phone is not connected to a power charger.

- Always-On Display requires hardware support. It is not available on some models (such as models using an LCD screen).

Infinite Always-On Display, your one-of-a-kind screen

The system offers a wide range of Always-On Display styles such as text, images, analog clocks, Omoji, and Artist series.

You can also create your own personalized Always-On Display, or turn a photo of your parent, child, or friend into a portrait silhouette on a canvas and use it as your Always-On Display wallpaper.

Changing how long the screen stays on

When your phone is not used for a while, the screen will automatically turn off to save power and protect your privacy. You can change how long it takes your phone to automatically turn off the screen.

★ Operation path

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Go to "Settings > Display & brightness > Auto screen off" and choose a length of time.

Drawing an Always-On Display pattern

You can draw an Always-On Display pattern with your hand.

★ **Operation path**

1. Go to "Settings > Wallpapers & style > Always-On Display", and tap "Custom patterns" in the "Personalized" section.

2. On the pop-up page, you can customize elements such as color, brush, and shape. When you're done, tap ✓ in the upper right corner.

Creating Always-On Display with text and image

In addition to text, you can use your favorite pictures to create your Always-On Display. It can be of your loved one, family, pet, or favorite celebrity, so that you can see them every time you glance at your phone.

★ **Operation path**

1. Go to "Settings > Wallpapers & style > Always-On Display". In the "Personalized" section, tap "Text and image" .

2. Select and edit your favorite image.

3. Enter text below the image. You can adjust the text color, size, and align the text.

4. Tap "Apply" to finish.

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Creating personalized text on the Always-On Display

You can display your favorite motto on your Always-On Display.

★ **Operation path**

1. Go to "Settings > Wallpapers & style > Always-On Display", and tap "Text" in the "Personalized" section.

2. In the pop-up interface, enter the text content and personalize the text by adjusting the color, font weight, layout, etc.

3. Tap "Apply".

Canvas

The system can turn a color portrait into portrait silhouette.

★ **Operation path**

1. Go to "Settings > Wallpapers & style > Always-On Display", and tap "Canvas" in the "Personalized" section.

2. In the pop-up interface, select a photo you like by taking a photo or selecting one from Photos.

3. Tap "Generate", and wait for the system to automatically generate an Always-On Display draft.

4. Erase any unwanted lines and adjust the display style and color. Tap "Next".

5. Adjust the size and position of the Canvas Always-On Display, and tap ✓ in the upper right corner. After setting the text color, tap "Apply".

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ⓘ Enable "Apply original image to Home and Lock screens" to set the original photo that you turned into Canvas Always-On Display as the Lock screen and Home screen wallpaper.

Viewing ride-hailing status on the Always-On Display

View important information even when the screen is off. For example, progress information of food deliveries, ride-hailing, and other services can be seen at a glance even when the screen is off.

★ **Operation path**

1. Go to "Settings > Wallpapers & style > Always-On Display" and turn on "Always-On Display".

2. Go to "Contextual info" and turn on "Smart suggestions". View the progress of ride-hailing and food deliveries without waking the screen.

Controlling music on Always-On Display

This feature allows you to control music on Always-On Display in a fast and convenient manner without unlocking your phone.

★ **Operation path**

1. Go to "Settings > Wallpapers & style > Always-On Display" to turn on "Always-On Display".

2. Tap "Contextual info" and turn on "Music playback" to add music controls to the Always-On Display.

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Viewing recent tasks

There are two ways to view recent tasks based on the navigation method of the system.

- When you are using gestures for system navigation, swipe up from the bottom of the screen and hold, and then release to enter the recent tasks screen. You can view your recent tasks by swiping left or right.

- When you are using buttons for system navigation, tap the ☰ button to enter the recent tasks screen. You can view your recent tasks by swiping left or right.

Clearing background apps

★ **Operation path**

1. When you're using navigation gestures, swipe up from the bottom and hold for 1 second to enter Recent tasks.

When you are using buttons for navigation, tap ☰ on the bottom of the screen to enter Recent tasks.

2. To clear an app, drag and slide the app widget up.

3. Tap "Close all" below to clear all background apps with one tap.

4. If you see 🔒 on the left side of the app, you need to tap ⋮ to unlock the app before clearing it.

Entering text

Switching input methods

★ **Operation path**

Go to "Settings > Additional settings > Keyboard & input method > Manage

keyboards" and then choose the input method you like.

Adjusting keyboard settings

★ **Operation path**

Go to "Settings > Additional settings > Keyboard & input method" to change

keyboard settings.

- Tap "Keyboard location" and follow the prompts to make choices based on

  your habits.

- Turn on "Secure Keyboard for passwords" to protect your password when

  you are entering it.

- Turn on "Mistouch prevention" and "Use split keyboard in landscape mode" to

  help you enter text with greater ease.

Turning on Secure keyboard for passwords

The secure keyboard is different from the normal keyboard you use for entering text.

It does not connect to the internet, show suggestions, record your keystrokes, or

collect and store your data, so you enter your password without leaving a trace. By

turning on the "Secure keyboard for passwords", you can ensure that your passwords will not be leaked.

★ Operation path

Go to "Settings > Additional settings > Keyboard & input method" to enable "Secure keyboard for passwords".

Home screen and Shelf

Viewing notifications

Swipe down from the status bar to view notifications. You can perform the following actions.
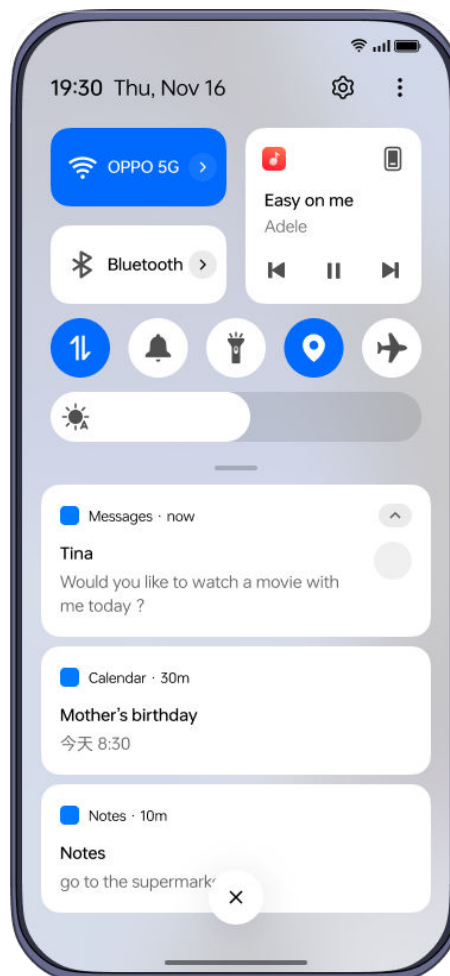
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- Tap a notification message to open the corresponding app and view details.

- Swipe left on the notification message and tap 🗑 to delete it, or tap ⊙ to choose "Set as silent" or "Turn off notifications".

- Swipe right on the notification message to delete it.

When you receive an SMS verification code, a bubble will appear. Tap the bubble, and the code will be automatically copied and pasted into the corresponding area.

ⓘ Some third-party apps that use privacy keyboards are unable to access the clipboard or copy the code.

Quick Settings

Swipe down from the status bar to open Quick Settings (swipe down again to expand it). You can view all the features in Quick Settings.

- Drag the ☀ bar left and right to adjust the brightness.

- Tap each icon to turn on or turn off the corresponding feature, such as Flashlight, Airplane mode, Eye Comfort, and Do Not Disturb.

- Touch and hold each icon to enter the corresponding feature's settings.

- Tap " ⋮ > Edit tiles" in the upper-right corner to delete or add quick switches. Touch and hold the switch icon to drag it around.

- Tap 👤 in the upper-right corner to switch users.

- Tap ⊙ in the upper-right corner to open settings.

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Entering Shelf

Shelf is an expansion of the capabilities of the Home screen. It allows you to add various Shelf widgets to experience more features.
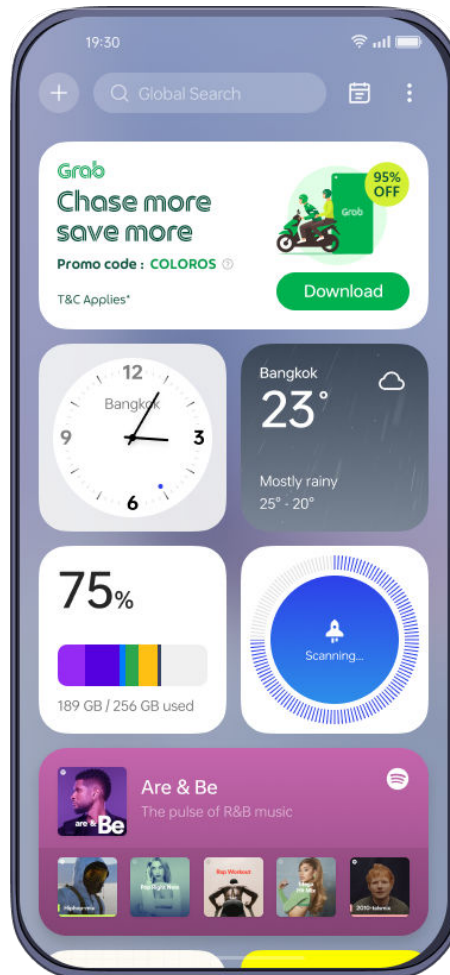
- **Phone Manager:** This feature allows you to monitor your phone's storage usage. Tap "Clean" to remove junk files for a smoother experience.

- **Lifestyle:** This feature provides airplane and train ticket information and sends trip reminders.

- **Workouts and health:** This feature counts your workout steps and exercise time, so as to safeguard your health.

- **Package delivery services and local services:** When your phone detects

  certain apps, it will provide you with relevant information about package

  logistics, delivery services, and product discounts.

Shelf will recommend additional personalized content based on your subscriptions.

★ **Operation path**

Swipe down on the Home screen to enter Shelf.

- Tap ⊕ in the upper-left corner, select a widget, and then tap "Add" to show

  it in Shelf.

- Tap the widget to open the associated app.

- Touch and hold the widget to delete it. Hold and drag this widget to move it.

Widget management in Shelf

Based on your subscriptions, Shelf recommends more personalized content to you to

satisfy more of your needs.

★ **Operation path**

Swipe down on the Home screen to enter Shelf.

- Tap in the upper-left corner and select the widget you are interested in. Tap

  "Add" to add the widget to Shelf.

- Tap a widget to enter its corresponding app.

- Touch and hold a widget to delete or edit it.

- Hold and drag a widget to move it to a new location.

Home screen folders

Creating a folder for apps

You can group apps into Home screen folders, so you can easily manage or find them.

★ **Operation path**

- On your phone's Home screen, touch and hold an app icon and drag and drop it onto another app to create a folder.

- Or you can touch and hold on any empty space on the Home screen or pinch in to enter Editing mode, select multiple apps, and then tap "Create folder" at the bottom.

After creating a Home screen folder, you can drag and drop other apps into the folder.

Open the folder and tap the folder name to rename it.

Merging folders

You can just drag a folder to another to merge them.

★ **Operation path**

Drag a folder on the Home screen to another folder and hold, then release to merge them.

Removing a folder

★ **Operation path**

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Tap and hold a folder, and tap "Remove folder". All apps in the folder will be moved to the Home screen.

Apps in the folder will be moved to the current screen if there is enough space. If not, they will be moved to the last screen. Apps will be placed in the same order they were in the folder.

Global Search

Don't know where to find a feature? Don't want to swipe across screens to find an app? Open Global Search with a swipe, and enter keywords to quickly find what you are looking for on your device and on the web.

- On your device: apps, settings, files, contacts, calendar, notes, messages, and more.

- On the web: apps, webpages, and more.

★ **Operation path**

- Swipe down on the Home screen to open Global Search.

- From the Home screen, swipe to the Shelf screen and tap the magnifying glass in the upper-left corner to open Global Search.

Screenshot

Taking a full screenshot

The phone provides a variety of methods for taking screenshots, allowing you to take screenshots in any situation easily.

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★ **Operation path**

- 3-finger screenshot

The 3-finger screenshot feature is turned on by default. You can swipe down on the screen with your three fingers to take a screenshot.

If that doesn't work, go to "Settings > More > Screenshot", and check if "3-finger swipe down" is turned on.

- Using the shortcut to take screenshots

Press and hold the Power button and the Volume down button to take a quick screenshot.

Taking a partial screenshot

You can use the partial screenshot feature to take a screenshot of only part of the screen. You can take a partial screenshot in a rectangle, ellipse, or any shape you like.

★ **Operation path**

1. The 3-finger screenshot feature is turned on by default. You can touch and hold the screen with three fingers to take a screenshot at any time. If it doesn't work, go to "Settings > Additional settings > Screenshot" and turn on "3-finger touch and hold".

2. Take a screenshot, touch and hold on the screen with three fingers and you will see a screenshot preview.

3. You can change the screenshot area.

4. You can choose to screenshot in different shapes: rectangle, ellipse, or any shape you draw on the screen.

Taking a scrolling screenshot

To capture a chat, article, or other content that can't display in full on the screen, you can take a scrolling screenshot.

★ **Operation path**

1. Take a screenshot and tap the Scroll button below the preview to take a scrolling screenshot.

2. You can also drag the preview up or down to adjust the area you want to capture. Tap the Done button to save the scrolling screenshot.

Sharing and editing screenshots

You can edit or share a screenshot after you have taken it.

★ **Operation path**

1. Once you have taken a screenshot, a screenshot preview appears with a Share button below it. Tap the Share button to share your screenshot with your contacts using WeChat or Facebook.

2. After tapping the floating preview, you can doodle on the screenshot, pixelate it, add text, rotate it, crop it, apply filters, or delete it.

Recording screen

With the screen recording feature, you can record screen activities and exciting gaming moments.

★ **Operation path**

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1. Swipe down from the Quick Settings to open Control Center (swipe it down again to expand it).

2. Find "Screen recording" and tap it. After a 3-minute countdown, your recording will start.

3. While recording the screen, you can tap the floating window ▣◩ to expand it. Tap ❘❘ to pause and tap again to resume.

4. Tap "Done" to stop recording and save the video to the Photos app.

Recording screen with your commentaries

To add commentary to a video (such as game commentaries), you need to turn on "Record microphone sound" before recording the screen to add your voice.

★ **Operation path**

While recording the screen, you can tap the floating window to expand it. Tap 🎤 to record the microphone sound.

Tap 🎤 to stop sound recording.

Adjusting screen recording definition

Before recording, change the screen recording definition as needed. You can choose from three definition presets, or set a custom definition.

· High (1080p, 16 Mbps)

· Medium (720p, 8 Mbps)

· Low (480p, 4 Mbps)

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· Custom (set you own recording definition and bitrate).

★ **Operation path**

Go to "Settings > Additional settings > Screen recording > Definition".

ⓘ The maximum definition may vary. Please refer to the phone in use.

Special features

Screen switching

Switching apps to the cover screen

When you are using a foldable phone, the Screen switching feature allows you to use an app on the cover screen after you fold your phone.

★ **Operation path**

Go to "Settings > Screen switching" to personalize your screen switching after folding the phone. Choose from the three options:

- **Continue using**: Fold your phone and continue using it on the cover screen.

- **Swipe up to continue using**: Fold your phone and swipe up on the cover screen to continue using it, or wait 3 seconds for the screen to lock.

- **Turn screen off**: Your phone screen will turn off after you fold your phone.

ⓘ Only book-style foldables support this feature.

Setting an interactive pet wallpaper for the cover screen

The system provides multiple sets of pet wallpapers preloaded on your device. You can choose your favorite one and set it as a Home screen wallpaper for the cover screen. At different times, the pet will appear in different forms. You never know what your pet will be doing each time you turn on the screen.

★ **Operation path**

1. Go to "Settings > Foldable features > Cover screen style > Interactive pets".

2. Select your favorite pet wallpaper, set a text color, and then tap "Apply".

ⓘ Only flip-style foldables support this feature.

Viewing notifications on the cover screen

★ **Operation path**

Unlock the cover screen and swipe down to enter the notification drawer, where you can take any of the following actions:

- Swipe up and down to view multiple notification messages, or tap a single message and unfold your phone to view notification details.

- Swipe left to view cover screen widgets. Swipe right to go back to the previous page.

- Tap the close icon at the bottom of the notification drawer to clear all messages.

💡 To turn off notifications for an app, go to "Settings > Notifications & status bar" and turn off the switch beside the app.

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ⓘ Only flip-style foldables support this feature.

Quick reply on the cover screen

When it is inconvenient to take a call, tap "SMS reply" to choose a message to reply.

You can also add replies or sort them.

★ **Operation path**

1. Go to "Settings > Foldable features > Quick reply" and tap "Add reply". Edit

   your quick reply and tap "Save" when you're done.

2. Touch and hold the quick reply content to move and reorder.

ⓘ Only flip-style foldables support this feature.

Adding cover screen widgets

By adding cover screen widgets, you can easily use the feature by taping the

corresponding widget on the cover screen.

★ **Operation path**

Go to "Settings > Foldable features > Cover screen widgets" to perform the following

operations:

- Add a widget: Next to the app that you want to add, tap ⊕ to add a cover

  screen widget.

- Remove a widget: Next to the app that you want to delete, tap ⊖ to remove

  the app from the list.

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- Adjust the position: Touch and hold the widget and drag it to change its position.

If you want to add more widgets to the cover screen, go to cover screen widget settings, tap "Supported apps", and then tap $\oplus$ next to an app to add more widgets.

ⓘ Only flip-style foldables support this feature.

One-Swipe Display

Until now, whenever you used a ticket or made a payment, you needed to exit the app you were currently using and open the ticket or payment app.

One-Swipe Display makes it simpler to handle all kinds of challenging circumstances. Now, when you are in line for a payment or public transport, you can swipe the payment QR code or the transport QR code to the cover screen. You can continue using the main screen for other apps because the two screens do not interfere with one another.

★ **Operation path**

The app you need will be pushed to the cover screen when you gently swipe it up from the bottom of the screen. It will remain displayed on the cover screen until you close it.

ⓘ - Currently, One-Swipe Display supports many apps, including Touch 'n Go eWallet and Grab.

- Only flip-style foldables support this feature.

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Split View

With the extra space that comes with the main screen, more apps can fit comfortably in Split View. The layout is easier on the eyes, making multi-tasking more efficient.

You can see multiple apps on the screen at the same time with Split View, automatically scaled, zoomed, and arranged for the best experience.

★ **Operation path**

1. Open your foldable phone.

2. Open an app and swipe down from the middle of the screen to enter Split View. Then open another app.

3. To add one more app to Split View, bring up the Smart Sidebar and drag and drop the app to the area that says "Drag here to add to Split View".

When you split the view between 2 apps, you can lay them horizontally or vertically. With 3 apps, the system automatically finds the best layout. You can swap positions as needed.

ⓘ Only book-style foldables support this feature.

Common Split View actions

After turning on Split View on a book-style foldable, you can move or resize the windows or change the apps that are currently open.

★ **Operation path**

- In Split View, touch and hold the handle on the top of an app window and drag it over another window to swap positions.

- Tap the handle to resize or close the window or to change the app that is currently open.

- Tap the window divider between two apps and select "Swap sides" to swap the positions of the apps.

- Bring up the Smart Sidebar to launch one more app via Flexible Window.

- Pinch in with 4 or 5 fingers to enter Full view mode. Spread out the fingers to exit.

ⓘ Only book-style foldables support this feature.

Dual Windows

Dual Windows can split your screen into two halves to display different content of an app.

For example, the left screen shows app navigation and the right screen shows content details. If you tap a title on the left ,the right screen will display the content under it, making it easier to operate your phone.

★ **Operation path**

1. Go to "Settings > Main screen > Dual Windows".

2. Select the apps for which you want to enable Dual Windows.

ⓘ Only large foldable phones support this feature.

File Dock

File Dock, a quicker and easier way to gather and share information

You can drag and drop text, images, and files from apps to File Dock for temporary storage. Transfer content from File Dock to apps like Notes and Mail to edit or to apps like My Files and Photos to save. You can also share to WeChat and other messaging apps.
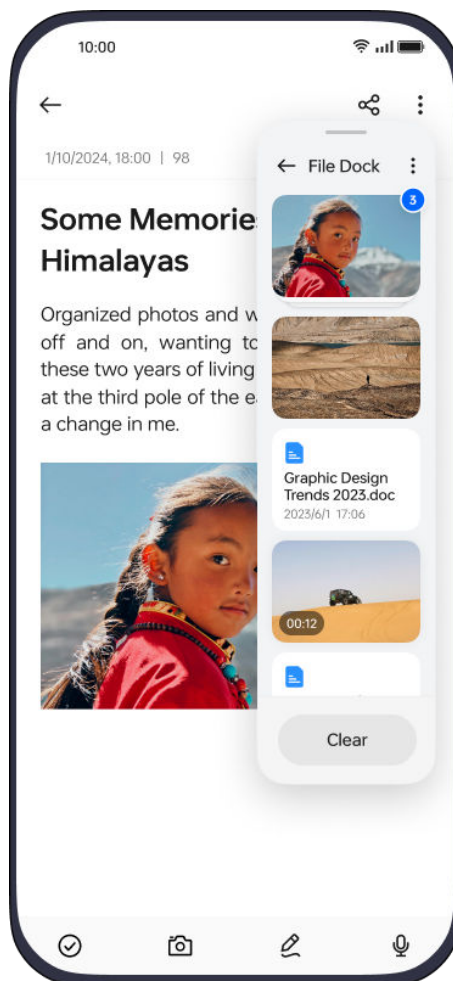
★ Operation path

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1. Go to "Settings > Special features > Smart Sidebar > File Dock" to confirm "File Dock" is on.

2. Touch and hold text, images, or files till they float up, and then drag and drop them in the File Dock floating window.

3. Open another app and swipe the Smart Sidebar floating bar in to expand it. Tap "File Dock" and drag and drop content from it to the app to edit, save, or share.

Smart Sidebar

Turning on Smart Sidebar

Smart Sidebar is a convenient tool that can be opened by swiping from the side of the screen. You can perform quick actions in different scenarios. Smart Sidebar allows you to open apps or tools on any interface. Some apps and tools can even be opened in floating windows.

Furthermore, Smart Sidebar can recognize different usage scenarios and recommend the best tools for them.

★ Operation path

1. Go to "Settings > Special features > Smart Sidebar" to turn on "Smart Sidebar".

2. You can also tap "Smart functions" to enable "Smart functions", so the system can recommend tools and apps to you based on your usage scenarios.

3. When you are not playing games, you can find the Smart Sidebar floating bar and swipe inwards on it to show the Smart Sidebar.

Adjusting the position of the Smart Sidebar

When "Smart Sidebar" is turned on, you can adjust the position of the Smart Sidebar and the transparency of its floating bar.

★ **Operation path**

1. Find the Smart Sidebar floating bar and swipe inwards on it to expand it.

2. Touch and hold the top of the Smart Sidebar and drag it to the desired position.

3. Go to "Settings > Special features > Smart Sidebar", and slide the bar left and right to adjust the transparency of the floating bar.

Quick note for note-taking at any time

When you need to quickly take down the details of a conference or video call, you can easily access Quick note via Smart Sidebar and by tapping "Quick note" to bring up the floating Notes window.

Before using this feature, first turn on "Smart Sidebar". For details, refer to Turning on Smart Sidebar.

★ **Operation path**

Find the Smart Sidebar floating bar, swipe inward on it to expand, and then select "Quick note".

Editing and customizing the Smart Sidebar

The first time you launch Smart Sidebar, you will see the default display of quick tools such as Screen translator, Screenshot, Screen recording, and Quick note. You can customize which features are displayed according to your preferences.

★ **Operation path**

1. Find the Smart Sidebar floating bar and swipe inwards on it to expand it.

2. Tap "Edit" and then tap "+" or "-" next to an app to add or remove that app from the sidebar.

Split View

Turning on Split View

Split View allows you to split your phone screen and display two apps simultaneously. The two apps can run independently of each other.

★ **Operation path**

Go to "Settings > Special features" to turn on "Split View".

ⓘ The operation path may vary across different models. You can type what you're looking for in the search box in Settings or on the Home screen.

Enabling Split View

You can enter Split View using the following methods:

★ **Operation path**

- On the recent tasks screen, tap ⋮ in the upper-right corner of the app that supports Split View, and then tap "Split View" in the expanded list.

- Alternatively, drag an app that supports Split View out of the Smart Sidebar to enter Split View.

Resizing Split View

You can drag the divider between the views upward or downward to enlarge or reduce the sizes of views.

Swapping split views

Touch and hold the divider between the views and drag it to the top of the screen. This way the app in the lower part will be displayed in the upper part.

Saving Split View app groups

Apps that you often use in Split View can be saved as a group to the Home screen or recent tasks. Then you can open the apps in Split View with just one tap.

★ **Operation path**

- **Large-screen device:** In Split View, tap the divider between the views, and select "Save as app group" in the pop-up menu. This app group will be saved as an icon on the Home screen.

- **Regular device:** In Split View, swipe up and hold from the bottom of the screen or tap on the Recent button to enter the recent tasks screen, where you can save this app group.

Opening a floating window in Split View

When the phone is in Split View, you can open one more app in a floating window. This way you can use three apps at the same time.

★ **Operation path**

Alternatively, after the phone enters Split View, expand the Smart Sidebar and tap the icon of an app that can be opened in a floating window.

Exiting Split View

In a Split View with the top-bottom layout, drag the divider between the views to the top or bottom to exit Split View.

Flexible Window

Turning on Flexible Window

Flexible Window lets you open multiple app windows at the same time and switch between them.

You can also adjust how the windows are displayed. You can multitask by playing games or watching videos while also replying to messages to enhance your productivity.

★ **Operation path**

You can turn on Flexible Window in many ways.

- Go to recent tasks, tap ⋮ in the upper-right corner, and then tap "Floating window".

ColorOS

- In Smart Sidebar, tap the icon of an app that is supported by Flexible Window to open it in a floating window.

- In the app that supports Flexible Window, swipe up from the bottom of the screen to display the app in a floating window.

Moving a floating window

When an app is displayed in a regular floating window, you can move the window by dragging the handle located on the top of the window.

When it is displayed in a mini window, you can drag the window to move it.

Resizing a floating window

When an app is displayed in a floating window, you can adjust the size of the window.

- Drag the lower-left or right corner of the floating window to resize the window.

- Drag the floating window to the left or right edge of the screen to shrink the window to an icon.

- When the floating window is in mini mode, tap it once to enlarge it.

Setting Flexible Window

★ Operation path

Go to "Settings > Special features > Flexible Window" to configure the functions of Flexible Window.

- By enabling the "Button-free mode", the action buttons will be hidden. You can close a window by tapping the handle on the top.

ColorOS

- By enabling the "Quick-hide window in game" function, you can tap outside the window in a game to hide it at the left or right edge.

- By enabling the "Share via floating window" function, when you want to share files or content, you can open the corresponding app in a floating window.

ⓘ The operation path may vary across different models. You can type what you're looking for in the search box in Settings or on the Home screen.

Sharing images using Flexible Window

Flexible Window allows you to quickly share images through a floating window.

★ **Operation path**

1. Open a chat window and expand the Smart Sidebar.

2. Open the album in the Smart Sidebar and select the image you want to share.

3. Touch and hold the image you want to share until it floats, drag it to the chat window, and release to send it.

💡 In addition to sharing images by dragging and dropping, you can also drag files from "My Files" and notes from "Notes" to the chat window for sharing.

Flexible Window

According to your usage needs, you can switch an app to a floating window.

★ **Operation path**

1. When Flexible Window is turned on, swipe up from the bottom of the screen to enter the recent tasks screen.

2. Swipe to the app that needs to be switched to a floating window, and tap $\vdots$ in the upper-right corner. In the list menu, tap "Flexible Window" to switch it to a floating window.

You can also expand the Smart Sidebar and tap on the app you want to open in a floating window.

Closing a floating window

★ Operation path

- Tap the close button in the upper-right corner of a floating window to close it.

- If there is no close button on the floating window, you can tap on the top of the floating window and tap Close in the pop-up menu.

Quick Launch

Opening apps with fingerprint unlock

With Quick Launch turned on, you can quickly open Camera, Clock, Calculator, and other tools or apps by swiping when unlocking your phone with fingerprint.

★ Operation path

1. Go to "Settings > Security & privacy > Face & Fingerprint Unlock > Fingerprint > Quick Launch" to turn on "Quick Launch".

2. You can view apps that are currently supported by Quick Launch, or tap "Edit" to choose which apps can be opened in this way.

3. Once you have completed the editing, tap ✓ in the upper-right corner.

4. When the screen is locked, touch and hold the fingerprint sensor on the screen until an icon menu appears, then swipe your finger to the target icon to open the app or tool.

ⓘ This feature is only available on some models. Please refer to the actual device for its final functions and features.

Aqua Dynamics

Aqua Dynamics is a feature that displays live activities of your top concern in bubbles or cards in locations you can check at a glance so you always keep important information in sight and take instant actions. Depending on the importance of services and where you navigate to on your phone, the notifications can appear in a bubble or card at the top of your screen, or in a card in the notification drawer, on the Lock screen, or on the Always-On Display.

- For example, when using the timer feature, you can return to the Home screen or navigate to other pages while keeping the essential information of the timer visible in the status bar.

- When using the audio recording feature, after you go back to the Home screen or navigate to other pages, you can still see the recording process in the status bar.

…

★ Operation path

Upgrade your phone's operating system to ColorOS 14.0 or a later version to use Aqua Dynamics.

ColorOS

ⓘ Aqua Dynamics is supported by ColorOS 14.0 and later versions. Some models may not support this feature.

Using Aqua Dynamics

Services supported by Aqua Dynamics include:

- Personal hotspot, timer, audio recording, screen recording, screencast, Multi-Screen Connect and other real-time activities.

★ **Operation path**

- Tap on the Aqua Dynamics bubble or card to enter the corresponding app.

- Touch and hold the bubble to expand it into a card. Touch and hold the card to manage the current service.

- Swipe up, left, or right on the card to collapse it.

Disabling Aqua Dynamics

You can disable Aqua Dynamics by following the steps below:

★ **Operation path**

- Swipe down from the status bar to open the notification drawer, find the card that you want to disable, swipe left on it, and tap "Settings". On the pop-up panel, select "Turn off this reminder" to dismiss the current notification, or select "Turn off reminders for this service" to permanently disable notifications from this service.

- Touch and hold an Aqua Dynamics card to open a pop-up panel. Select "Turn off this reminder" to dismiss the current notification, or select "Turn off

reminders for this service" to permanently disable notifications from this service. For notifications displayed as bubbles in the status bar, expand them into cards and then perform relevant actions.

ⓘ Unlike notifications, system activities such as timers, audio recording, and screen recording cannot be disabled, but you can simply stop them or wait for them to end.

Simple mode

The system provides Simple mode, in which the Home screen layout is more concise, icons and fonts are larger, and your phone is simply easier to use.

★ **Operation path**

Go to "Settings > Special features > Simple mode" to enter Simple mode.

- In Simple mode, the Phone user guide widget is added to the Home screen by default.

- In Simple mode, go to "Settings" and tap "Exit Simple mode" to return to the standard mode.

Photos and videos

Photo taking

Taking photos
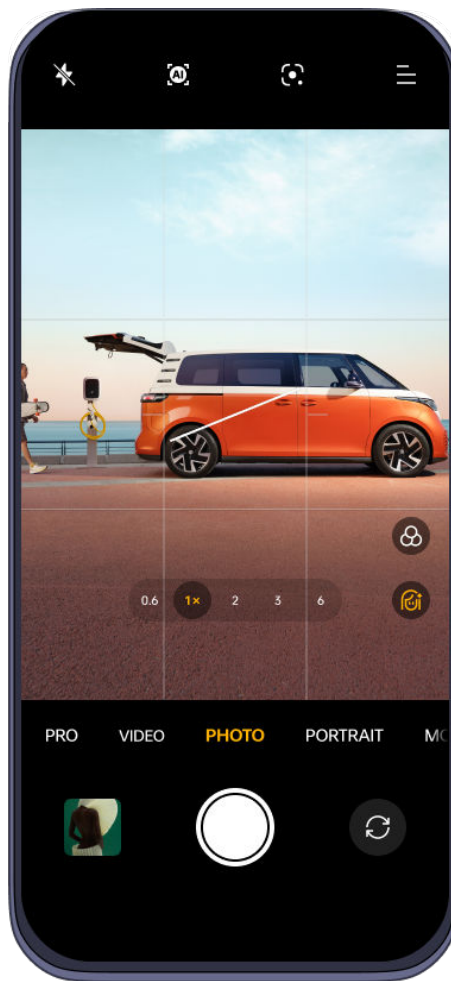
★ **Operation path**

1. Open the Camera app.

2. You can use the following features:

- Lock the focus and exposure: Simply touch and hold the subject to lock the focus and exposure.

- Set the exposure brightness: Touch the screen swipe up or down. The brightness indicator ☀ next to the focus frame will change as you move your finger.

- Zoom in or out: Touch the screen with two fingers and pinch out to zoom in, or pinch in to zoom out. Alternatively, touch and hold **1×** to expand the zoom bar and slide it to zoom in or out.

- Select a camera mode: Slide left or right on Modes bar at the bottom to choose a camera mode.

- Turn the flash on or off: Tap the flash icon ⚡ on the screen, and you can choose to set it to "Off", "On", "Auto", or "Fill light". In Auto mode, the camera will automatically use the flash based on ambient light conditions. In Fill light mode, the flash will be kept on to improve the lighting.

3. Tap the shutter button to take a photo.

Taking photos in Portrait mode

Portrait mode helps you take more beautiful and professional-looking portrait photos.

★ **Operation path**

1. Go to "Camera > PORTRAIT".

2. When the "Portrait" mode is enabled, bokeh effect is automatically turned on.
   You can tap "Retouch" and adjust the intensity of the retouching effect, or tap
   "Filters" and choose from various filter styles.

Taking photos in XPAN mode

XPAN mode adopts the classic 65:24 ratio of Hasselblad XPAN camera, with black
and white tone and colored tone. It recreates the retro film feel of Hasselblad, helping
you record your stories with photos.

★ **Operation path**

Go to "Camera > MORE", and select "XPAN" mode.

ⓘ This feature is only available on some models. Please refer to the actual device
for its final functions and features.

Shooting videos

★ **Operation path**

1. Go to "Camera > VIDEO".

2. Tap the shutter button to start shooting.

3. Tap ⏸ to pause recording; tap ▷ to resume, and tap the shutter button to
   stop recording.

By default, videos are recorded at 1080p, 30 fps. Tap " ⋮ > ⊙ " to choose from the
other frame rates and resolutions. Higher frame rates and resolutions result in larger
video files.

ⓘ You can tap 📷 to take a photo while recording. This will not interrupt the video recording.

Ultra Steady

Ultra Steady combines algorithms and optical image stabilization to help you shoot stable videos with ease. With Ultra Steady turned on, you can easily shoot smooth and clear videos whether you are playing with your kids, cycling through the city, or doing extreme sports in the wilderness.

★ **Operation path**

Go to "Camera > VIDEO" and tap 📷 in the upper-left corner.

ⓘ This feature is only available on some models. Please refer to the actual device for its final functions and features.

Shooting night photos

You can use the Night mode when the ambient light is low. In the Night mode, the camera takes several shots at different exposures in quick succession and uses an algorithm to merge multiple frames to produce a photo with vivid details.

★ **Operation path**

1. Go to "Camera > NIGHT".

2. Tap the shutter button or 📷 in the upper-left corner to turn on Tripod mode to shoot. In Tripod mode, the quality of the photos you take will significantly increase.

Shooting long exposure photos

Long exposure mode simulates the effect of a photo taken with slower shutter effect. Long exposure is great for tracking moving subjects such as night traffic, runners, and flowing water.

There are different long exposure templates for different scenarios.

- Traffic: Capture the bright, moving lights of vehicles at night.

- Moving clouds and flowing water: Make waterfalls and other flowing water scenes look like beautiful oil paintings.

- Light painting: Track glowing objects as they move in low light.

★ **Operation path**

1. Go to "Camera > MORE", and select "LONG EXPOSURE".

2. Tap the templates icon in the lower-left corner and choose the right template for the scenario.

3. Tap the shutter button to take a photo.

ⓘ This feature is only available on some models. Please refer to the actual device for its final functions and features.

Turning on Pro mode

When shooting photos in Pro mode, you are able to adjust settings such as ISO, shutter speed, and focus modes.

ColorOS
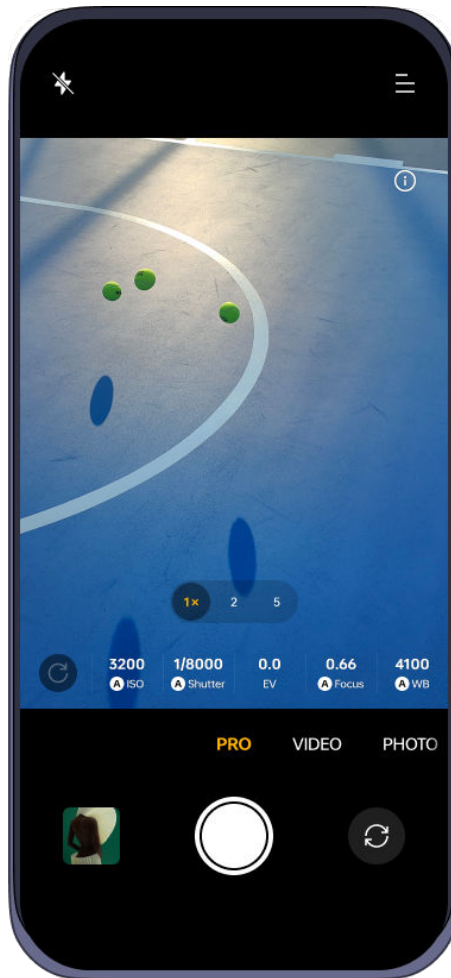
★ **Operation path**

1. Go to "Camera > MORE" and select "PRO".

2. In "PRO" mode, you can adjust the following settings:

- ISO sensitivity: Tap "ISO" and slide the bar to adjust the sensitivity.

Increase the ISO sensitivity in low-light conditions and decrease it in brighter lighting

to prevent excessive noise in the photo.

- Shutter speed: Tap "Shutter" and slide the bar to adjust the shutter speed.

ColorOS

Shutter speed can affect the amount of light captured by the camera. Use lower shutter speed when capturing still scenery and portraits; use higher speed when capturing moving scenes or figures.

- Exposure compensation: Tap "EV" and slide the bar to adjust the EV. Increase the EV in low light; lower it in bright light.

- Focal distance: Tap "Focus (Auto/Manual focus)" and slide the bar to adjust the focus distance manually.

- Color tone: Tap "WB (white balance)" and slide the bar the adjust the white balance.

- File format: Pro mode offers a variety of image file formats. Tap "JPG" at the top of the screen.

    - The photos will take up less storage if you choose the JPG format.

    - If you choose the RAW format, the phone will automatically save your photos in both JPG and DNG formats. Although the DNG format preserves more details for post-processing, it requires more storage space.

    - If you select RAW+, your phone will automatically only save your photos in DNG format. Therefore, you need to make a decision based on your needs.

ⓘ This feature is only available on some models. Please refer to the actual device for its final functions and features.

Editing photos and videos with Sticker

Sticker is a collection of intriguing and amusing face stickers and face retouching filters that can be applied to any photo or video you take.

★ **Operation path**

1. Go to "Camera > MORE" and select "STICKER".

2. Tap ✨ on the left side to choose a sticker. Tap "Face retouching" to retouch the photo. Tap "Filter" to choose from various filter styles.

Taking a panoramic photo

Panorama mode provides a super-wide view, allowing you to take wide-angle photos with room for anything and everything you want to fit in.

★ **Operation path**

1. Go to "Camera > MORE" and select "PANO".

2. An arrow and a horizontal line will appear in the middle of the screen to guide you. You can tap the arrow to switch directions.

3. Tap the shutter button to start and slowly move the camera in the direction of the arrow. Try to keep the arrow on the line. When you are done, tap the shutter button again.

4. Once you have moved the camera as far as Panorama mode allows, the photo will be taken automatically. Alternatively, you can also tap the shutter button at any point to finish.

ⓘ • To capture high-rise buildings, you can rotate the phone to landscape orientation and slowly angle it upwards.

• Move the camera slowly to let it focus and capture a sharp and clear photo that captures all the details. This way the photo won't be blurry.

• When taking a panoramic photo, try to keep your movements as steady as possible.

Shooting videos in Movie mode

Movie mode provides more control over video shooting, allowing you to create videos with your own style.

★ **Operation path**

1. Go to "Camera > MORE", and select "MOVIE". The 21:9 movie aspect ratio in landscape mode is set by default.

2. You can turn on the flashlight and stabilization (EIS), or activate the grid on the left side.

3. You can expand the following professional parameters for adjustment on the right side:

   • EV: Exposure compensation

   • WB: White balance

   • S: Shutter speed

   • ISO: ISO sensitivity

   • AF: Focus mode

- The buttons at the bottom of the screen allow zooming between 0.6x ultra wide-angle, 1x wide-angle, and, on some models, 3x telephoto lenses.

Ultra Night, Video HDR, and Ultra Steady functions are not available in Movie mode.

ⓘ This feature is only available on some models. Please refer to the actual device for its final functions and features.

Double the fun with Dual-view videos

Dual-view refers to using the phone's front and back cameras simultaneously to record videos. Use the Dual-view mode to make video-filming more interesting.
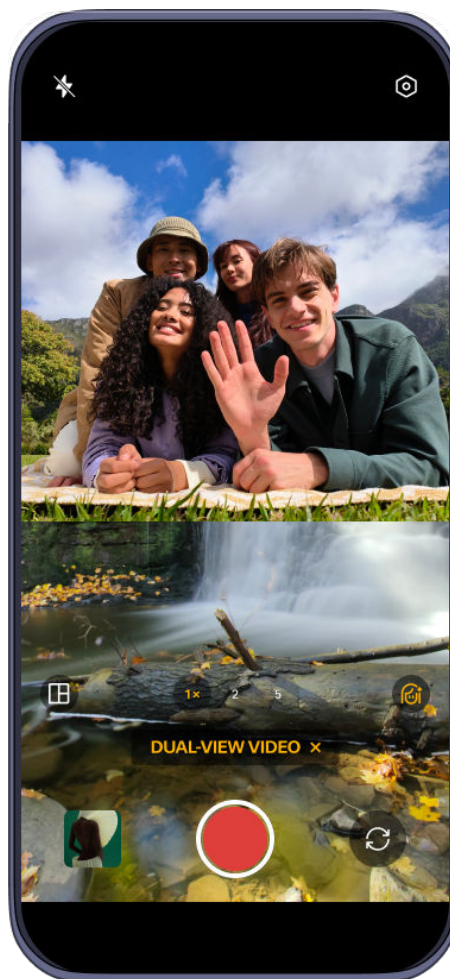
★ **Operation path**

ColorOS

1. Go to "Camera > MORE" and select "DUAL-VIEW VIDEO".

2. Tap ⊞ and choose one from the three screen layout options: Split (top/bottom), Rectangle (PiP view), or Bubble (PiP view). You can drag the bubble or rectangle anywhere on the screen.

3. To swap the two views, double-tap anywhere in a view or tap the switch button in the lower-right corner.

4. To enable retouching for the front camera, tap the retouching button in the lower-right corner.

Taking time-lapse videos

Time-lapse photography allows you to condense changes over a period of time into short videos. When you see blooming flowers or moving clouds, that's a perfect opportunity to take a time-lapse.

★ Operation path

1. Go to "Camera > MORE", and then select the "TIME-LAPSE" mode.

2. Position your phone where you wish to take a video. To minimize shaking, use a tripod.

3. Tap the shutter button to start filming. Tap the shutter button again to stop.

Shooting Slo-mo videos

You can use Slo-mo mode to capture all sorts of moments, such as snowflakes or water droplets falling and people running, hitting balls, and diving. Use Slo-mo mode to slow down your video clip and capture fleeting moments in detail.

ColorOS

★ **Operation path**

1. Go to "Camera > MORE" and select "SLO-MO".

2. Tap the Frame rate button on the top to choose the frame rate that best suits your needs, and then tap the shutter button to start shooting.

3. Tap ⏸ to pause recording, tap ▷ to resume, and tap the shutter button to finish.

Text Scanner

Find it hard to note down all the information presented on a whiteboard or presentation slides, try Text Scanner.

Use Camera's Text Scanner mode to snap a photo of the information you need to record and extract the text to produce minutes, a PowerPoint, or DOC document.

No matter the shooting angle or lighting condition, the document correction and enhancement features can restore and optimize your photo for a better text recognition and extraction.

★ **Operation path**

1. Go to "Camera > MORE", select the "TEXT SCANNER" mode, and tap the shutter button.

2. Go to "Photos > Albums > Text Scanner", select a photo that you want to convert into a document, and then tap ⌞T⌟ in the lower-right corner to enter the document adjustment interface.

3. In the document adjustment interface, you can stretch the photo, choose "Color", "B&W", "Outline", or other modes to the text more legible.

4. Tap "Export" to export the photo to a Word, PowerPoint, or Excel file. The generated document will be opened in the WPS app, where you can edit the document.

Camera settings

You can adjust basic camera settings, such as aspect ratio, timer, and flash, in the Camera interface. There are also more advanced settings that allow you to take photos and videos better.

★ **Operation path**

In "Camera", tap ☰ in the upper-right corner, and then tap ⊙ to access more options.

- Watermark: You can create a customized watermark.

- Gird and guides: Camera offers grid, diagonal, and golden spiral lines to help you compose your photo.

- Shutter sound: Capture every photo with a satisfying sound.

- Mirror selfie: Mirror the selfie to make it an accurate depiction of the real you.

- Record location: Add location information to your photos and videos as they are taken.

- Shooting methods: Touch to shoot or use a gesture.

- Volume button action: You can set different functions for the volume keys, such as shutter or zoom.

ⓘ This feature may vary across different models and versions. Please refer to the actual device for its final functions and features.

Taking photos or video in FlexForm mode

When taking photos or videos with a foldable phone, you can fold your phone in an L shape and place it on a level surface.

The top half of the screen shows the preview, and the bottom half shows shooting modes, settings, and the shutter button.

★ **Operation path**

1. Unfold the phone and go to "Camera" app. Tap ⟳ to switch to the front camera.

2. Fold your phone in an L shape. The top half of screen will show the preview, and the bottom half will show shooting modes, settings, and the shutter button.

3. Tap the shutter button to take a photo or video.

ⓘ Only large foldable phones support this feature.

Taking selfies with the rear camera

When the phone is opened, you can use the rear camera to shoot selfies with higher image quality and preview the image on the cover screen.

★ **Operation path**

1. Unfold the phone and open the camera app on the main screen. Tap ↻ to switch to the front camera.

2. Tap the "Hi-Res Selfies" button in the viewfinder and follow the prompts to flip the phone around and use the cover screen, with the rear camera pointing at the subject. You can preview the image and switch modes on the cover screen.

3. Tap the shutter button.

ⓘ This feature is only available on some models. Please refer to the actual device for its final functions and features.

Editing images and videos

Identifying and blurring private information while editing photos

Auto pixelation hides profile pictures and display names when you want to share a screenshot of chat messages, keeping the private information of everyone in the chat safe.

★ **Operation path**

1. Swipe down with 3 fingers on a chat to take a screenshot. Tap the screenshot thumbnail in the lower-left corner to edit it.

2. Tap "Pixelate", select a style, and tap "Auto".

3. You can also tap any profile pictures or text on the screenshot to pixelate or undo pixelation manually.

4. Tap ✓ .

💡 When editing an image in Photos, you can also pixelate private information automatically by tapping "Pixelate".

Editing photos

You can adjust the brightness, contrast ratio, or saturation of photo; drawing or adding text or stickers; pixelate or retouch, adjust color and tone, restore old photos, or perform other actions to make it look better.

★ **Operation path**

In "Photos", open the image you wish to edit and tap ✐ . Then you can follow the instructions on the screen.

Cutting out the subject of a photo

The cutting out part of a photo feature can accurately identify the subject of a photo (a person, a pet, a still object, an ID, etc.), so you can quickly copy, save, or share it.

ColorOS
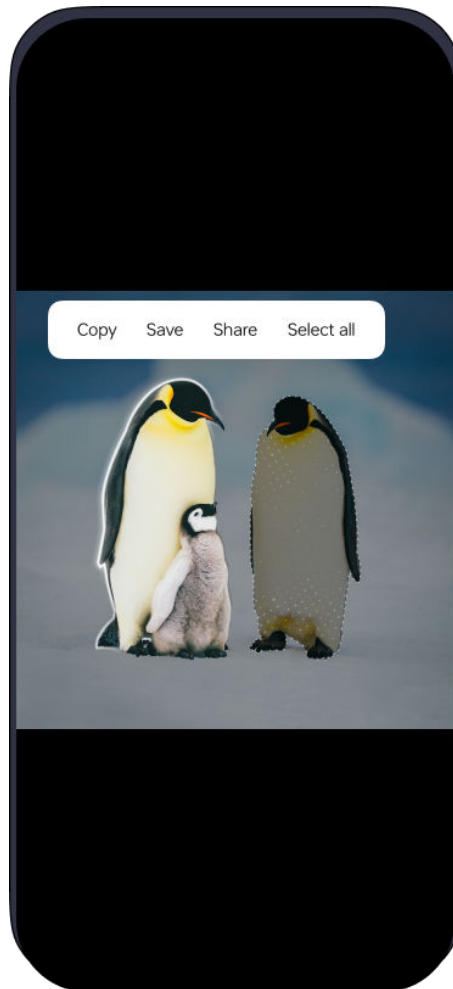
★ **Operation path**

1. Open "Photos" and tap the photo in which you wish to cut out the subject.
   Touch and hold the subject for the system to scan the photo, identify the
   subject, and extract it.

2. After the scan is complete, lift your finger and tap "Copy", "Save", and "Share"
   to copy, save, and share the subject.

Editing videos

You can use the video editing features available in Photos to trim or rotate a video. You can also add text, watermarks, filters, themes, music, or special effects to the video to make it more fun.

★ **Operation path**

In "Photos", open the video you wish to edit and tap ✐ , and then follow the instructions on the screen:

- Tap "Trim" to cut the video by dragging the sliders at either end of the frame viewer.

- Tap "Crop & rotate" to select an aspect ratio or rotate the video.

- Tap "Theme" to select a theme.

Photos

Browsing photos and videos

★ **Operation path**

Go to "Photos > Photos" to view all photos, videos, and screenshots.

You can also open the "Photos" page, pinch in to change the layout and browse your photos and videos by year or month.

Finding photos quickly

You can search for photos by keywords in Photos. In the Photos search box, type when or place where a photo is taken, text, scenes, names, or other elements included in the photo, or other information related to the photo to find it quickly.
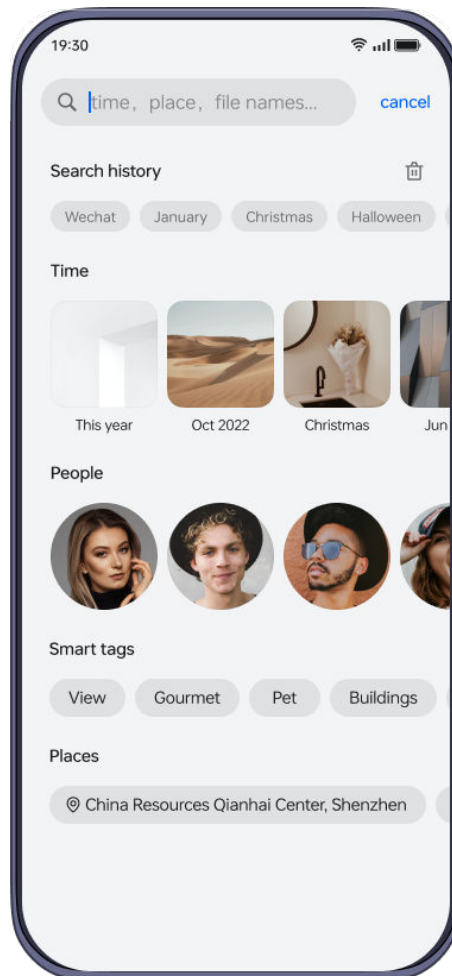
★ **Operation path**

In the "Photos" app, enter keywords such as the time or the place of a photo in the search box at the top to find the photo quickly.

ColorOS

Memories

This feature organizes photos based on events, time, and people to create wonderful albums and videos, so you can relive the beautiful moments.
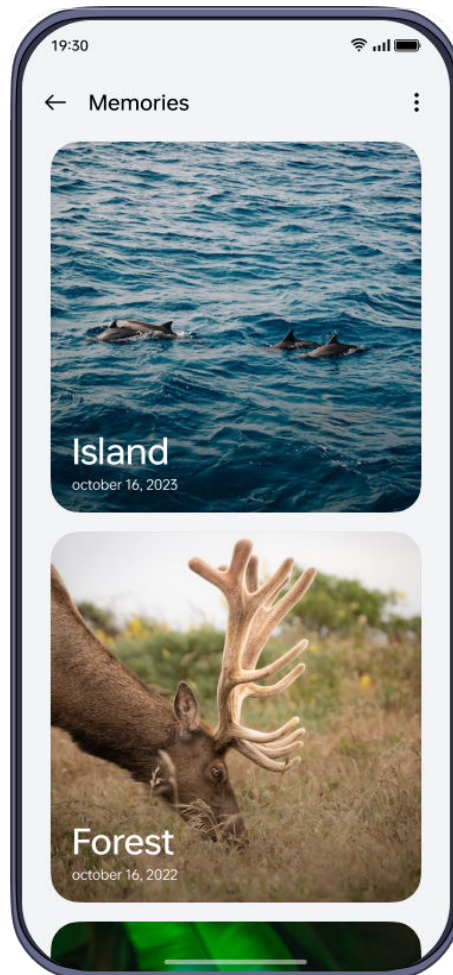
★ **Operation path**

1. Go to "Photos > Explore" and swipe up till you see your Memories.

2. Once you are in a memory, tap the play button to start playing the photos in the memory automatically.

Go to " ⋮ > Edit" in the upper-right corner to remove certain photos from the memory.

Setting images as wallpapers and profile pictures

★ **Operation path**

In the "Photos" app, select an image that you want to use and then tap ⋮ in the lower-right corner, select "Set as wallpaper" or "Set as contact avatar", and follow the prompts to complete.

When setting a wallpaper, you can also tap ♀ to create an inventive wallpaper.

Sharing photos and videos

★ **Operation path**

In "Photos", tap a photo or video, or touch and hold to select multiple photos and videos you wish to share, and tap ⇆ in the lower-right corner. Select a method for sharing and follow the prompts to complete.

You can also set to erase the location information and other properties when sharing a photo or video to protect your privacy.

In "Photos", tap " ⋮ > Settings > Privacy protection" in the upper-right corner, and turn on "Remove location" and "Remove other properties".

Albums

Organizing your photos and videos into albums

Your phone can automatically organize your photos and videos by source, type, or other attributes, making it easier to find and manage them.

Creating memories automatically

The phone uses an algorithm to classify photos into albums. Some of the

automatically generated albums include People, Places, Landscape, and Food.

★ **Operation path**

Go to "Photos > Explore".

Creating an album

You can categorize your photos and videos according to your own preference. For

example, you can create a "My best photos" album to save your favorite photos.

★ **Operation path**

1. Go to "Photos > Albums". In the upper-right corner, tap " ⋮ > New album".

   Enter a name for the album and save it.

2. Select the photos or videos that you want to move to the album.

Once the album has been created, you can simply select photos or videos in Photos,

and tap ⤓ to move them into the album.

Adding photos and videos to the Private album

You can save private photos and videos to the Private album to avoid accidentally

showing them to another person.

Files saved in the Private album do not appear in Photos or when you select photos

or videos for sharing.

★ **Operation path**

In "Photos", tap a photo or touch and hold to select multiple photos that you want to hide, and go to " ⋮ > Set as private" at the bottom.

Viewing photos and videos in the Private album

You can view hidden photos and videos in through any of the following methods:

★ **Operation path**

- In the "Photos" app, touch and hold anywhere on the bottom tabs bar until a screen appears for you to enter the privacy password. Then, enter the privacy password to view hidden photos and videos.

- In the "Photos" app, tap " ⋮ > Settings", and turn on "Show Private album". Then, at the bottom of the "Albums" page, you can see the "Private" album. Tap it and enter the privacy password.

- Go to "Settings > Permissions & privacy > Privacy > Private Safe" and then tap "Images and videos".

Restoring deleted photos and videos

Your phone keeps deleted photos and videos for 30 days after they are deleted.

★ **Operation path**

Go to "Photos > Albums > Recently deleted", touch and hold to select photos that you want to keep on the device, and tap "Restore".

Gaming on your phone

Turning on game performance modes

There are three types of game performance modes available.

- Pro Gamer mode: This mode enhances your gaming experience by improving your phone's performance, in-game frame rates, and touch response. Recommended for MOBA and competitive shooter games. This mode will consume more power.

- Balanced mode: This mode maintains a balance between performance and power consumption, which is suitable for less performance-demanding games.

- Low power mode: This mode limits hardware performance and reduces graphic quality in exchange for extended battery life. This mode is recommended when your phone is low on power.

★ Operation path

Start a game, swipe from the upper-left corner to the right to bring up Game Assistant and select a game performance mode as needed.

HyperBoost Gaming Engine

HyperBoost Gaming Engine utilizes technologies such as optimized rendering, AI machine learning, performance-based smart regulation to ensure stable frame rates in graphically-demanding games, bringing you the best possible gaming experience.

ColorOS

Game Assistant

Game Assistant is an app that enhances gaming performance and experience. It offers game booster, game filters, voice changer, and other in-game services. You can also use Game Assistant for:

- Viewing information such as network latency, FPS, and battery level.

- Turning features such as Silent mode, blocking notifications, taking screenshots, screen recording, and call blocker on or off.
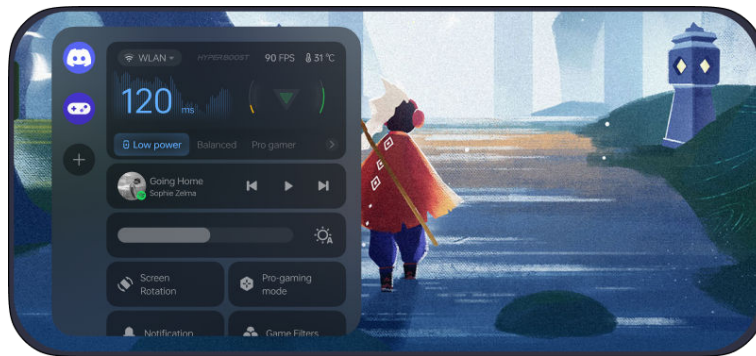
★ **Operation path**

1. Go to "Game Center > Me > ⋮ > Game Assistant" to make sure "Game Assistant" is turned on.

2. Start the game and swipe from upper left to right to bring up Game Assistant.

Quick startup

Quick startup allows you to start a game without waiting for the loading process. When Quick startup is turned on, the game will be cached in the background. Next time you start the game, you will be able to enter it much faster.

★ **Operation path**

Start the game, swipe from the upper left of the screen to right to bring up Game Assistant, and then tap "Quick startup" to turn on this feature.

ⓘ When Quick startup caches a game in the local background, the game remains offline until you start it and connect it to the internet.

Turning on Mistouch prevention in games

When you play games in landscape mode, you may accidentally trigger system gestures like 3-Finger Screenshot in the heat of battle. Turn on Mistouch prevention in games to disable certain gestures based on your habits so that you won't be disrupted by a mistouch at a crucial moment.

★ **Operation path**

1. Start the game, swipe from the upper left of the screen to right to bring up Game Assistant, which will appear on the left screen. Tap "Touch optimization" and turn on "Mistouch prevention".

2. Choose the gestures to disable based on your habits.

Turning on Championship mode

In Championship mode, alarms, notifications, and incoming calls will be blocked and the notification bar, navigation gestures, virtual buttons, and Game Assistant will be disabled to provide you with a more immersive gaming experience.
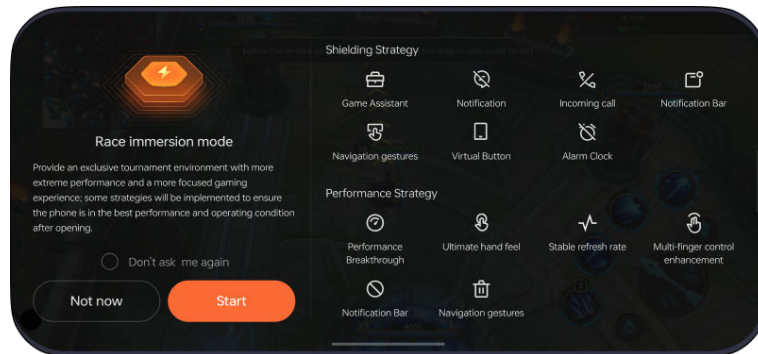
★ **Operation path**

1. Start a game, swipe right on the upper left of the screen to bring up Game Assistant, then tap "Championship mode" to turn on this feature.

2. To exit "Championship mode", swipe inward from the upper left corner when your phone is held horizontally.

ⓘ This feature only works with certain phone models and games. Please refer to the app content on your phone.

Using Voice changer

When you make voice calls while gaming, you can use Voice changer to turn your voice into a cute girl's, give it an electronic flavor, or make you sound like a certain cartoon character or celebrity.

★ **Operation path**

ColorOS

1. Start a game, swipe from left to right in the upper part of the screen to bring up Game Assistant, then tap "Voice changer". You can choose from all available voice effects.

2. Select your favorite voice effect and save your settings to apply it during in-game voice calls.

3. The effect will be turned off when you exit the game.

ⓘ This feature only works with certain phone models and games. Please refer to the app content on your phone.

Turning on game filters

Game filters provide various visual styles and offer a richer gaming experience. In addition, certain filters may help you detect hidden enemies more easily, giving you a slight edge in battle.

★ Operation path

Start the game, swipe from the upper left of the screen to right to bring up Game Assistant, then tap "Game filters" and select your favorite filter. This feature will be automatically turned off when you exit the game.

Optimizing touch controls

You can customize your phone's touch sensitivity, responsiveness, and other touch control settings for a better gaming experience.

★ Operation path

ColorOS

1. Start the game, swipe from upper-left to right to bring up Game Assistant, and then tap "Touch optimization > Touch sensitivity".

2. Adjust the sensitivity and responsiveness settings by dragging the control bar left and right.

ⓘ • Touch sensitivity: Lower sensitivity can reduce mistouches, while higher sensitivity will make the game more responsive to your touches.

• Touch responsiveness: With lower touch responsiveness, the in-game camera will move more smoothly when you swipe on the screen, while higher touch responsiveness makes the in-game camera response to your swipes more quickly.

Turning on 4D Vibration

4D Vibration provides more comprehensive and subtle vibration effects in certain gaming scenarios. The percussive effects provided by 4D Vibration a sense of rhythm and atmosphere to your combat.

★ Operation path

Start the game, swipe from upper-left to right to bring up Game Assistant, then tap "4D Vibration" to turn it on and adjust vibration settings as needed.

ⓘ This feature is only available on some models. Please refer to the actual device for its final functions and features.

Listening to music while gaming

When you are playing a game, you can play your own music or adjust the music player volume without interrupting the gameplay with Game Assistant.

★ **Operation path**

1. While a song is being played in the background, you can bring up "Game Assistant" by swiping in from the upper left screen in a game, then switch between songs, pause, or play music right in the music player module.

2. Tap 🔊 to adjust the music volume.

Turning on Smart dual channel network

You can boost connectivity with a mobile network when the Wi-Fi network connection is weak. Turn on Smart dual-channel network to reduce the Wi-Fi network's latency with the mobile network.

★ **Operation path**

Start a game, swipe from upper-left to right to bring up Game Assistant, then tap "Network optimization > Select network" to turn on "Smart dual channel network".

Floating game window

If you want to return to the Home screen or use another app while playing a game, you can display the game in a floating window.

This way, you can keep an eye on your game while doing other things on your device and quickly resume playing whenever you want.

ColorOS

Start a game, swipe from the upper left of the screen to right to call up Games, tap "Settings > Floating window", and turn on "Display floating game window".

Convenience services

Taking screenshots or screen recordings in games

To capture the best moments in a game, you can use Game Assistant to take a "screenshot" or "record the screen".

★ **Operation path**

Start a game, swipe from the upper-left corner to the right to bring up Game Assistant, select "Take a screenshot" or "record the screen", and then turn the corresponding icon on or off as needed.

Bullet notifications in games

The Bullet Notifications feature displays WhatsApp, Messenger, Messenger Lite, Telegram, and Messages as bullet comments in Games, so you don't miss any important information.

How to turn on the feature

1. Start a game, swipe from upper left to right to bring up Game Assistant, then tap "Bullet notifications".

2. Select "Icon notifications" or "Bullet notifications".

   • When "Icon notifications" is selected, incoming messages will appear on the screen as an icon, and you can tap the icon for a quick reply.

- When "Bullet notifications" is selected, incoming messages will be displayed as scrolling bullet comment.

3. You can customize the bullet speed, opacity, the amount of bullet comments displayed, as well as the background color.

Locking screen orientation while in games

Even when you have turned off Auto rotate, some apps still can recognize your phone's orientation and rotate the screen accordingly. When playing games, you can lock the screen orientation in Game Assistant to prevent it from rotating.

★ **Operation path**

Start a game, swipe from the upper-left corner to the right to bring up Game Assistant, then tap ⟳.

Reply to messages in a floating window when playing a game

When in a game, you can reply to chat messages in a floating window without exiting the game.

★ **Operation path**

1. Start a game, swipe right from the upper-left corner to bring up Game Assistant.

2. Tap the app icon from the side to open a floating window for chatting.

3. Hold and drag the upper center of the floating window to change its position.

ⓘ Apps that can be displayed in a floating window chat are listed in Game

Assistant.

Lock screen brightness while playing games

Screen brightness may directly impact your control in a game. To prevent auto

brightness from interfering with your gameplay, you can lock screen brightness while

playing games.

★ Operation path

1. Start the game, swipe from the upper-left corner to the right to bring up

   Game Assistant, then tap "Brightness". Slide left and right to adjust screen

   brightness.

2. Tap the Brightness lock icon to lock or unlock screen brightness.

Blocking notifications while playing games

You can block banner notifications while playing games to prevent interruptions.

★ Operation path

Start a game, swipe from the upper-left corner to the right to bring up Game

Assistant, select "Block notifications", then tap the corresponding icon to turn it on or

off as needed.

Call blocker during gameplay

If you don't want to be disturbed by incoming calls during gameplay, turn on "Call

blocker".

★ Operation path

Start the game, swipe from upper-left to right to bring up Game Assistant, select

"Call blocker", then tap the corresponding icon to turn it on or off as needed.

Use default data SIM only when gaming

When you are playing games with two SIM cards in your phone, network latency may

become higher. You can temporarily disable the non-default data SIM when gaming

to improve internet connection stability.

★ Operation path

Start a game, swipe from left to right in the upper part of the screen to bring up

Game Assistant, and tap "Network optimization > Select network". Turn on "Use

default data SIM only" when you need it.

ⓘ When this feature is turned on, the non-default data SIM will not be able to

receive calls.

Multi-device connection

Multi-Screen Connect

Multi-Screen Connect

Multi-Screen Connect allows you to seamlessly link up your phone with your PC or

tablet and quickly transfer files and data between the devices. After your devices are

connected via "Multi-Screen Connect", you can use the following features:

- **Miracast**: Cast your phone screen to a PC or tablet so that you can view the

  phone files and control the phone on a larger screen.

- **Cross-device file transfer**: Drag and drop files between your phone and PC or tablet to quickly transfer files.

- **Cross-device file editing**: Open and edit a file from your phone directly on your PC. The edited file will be automatically saved to your phone.

- **App relay between tablet and phone**: Start an app on your phone and pick up where you left off on your tablet.

- **Sync clipboards:** Share the clipboard between your phone and PC or tablet. Content copied on one device can be directly pasted on another device.

- **Sync media:** Photos, videos, screenshots, and screen recordings taken on your phone can be synced and saved to your PC or tablet in real time.

- **Sync notifications:** Notifications received on your phone can be synced to your PC or tablet so you can reply directly from that device.

- **Cross-device calls**: Make and receive voice calls on your PC, and switch between PC and phone audio output during your call.

ⓘ For details of the devices that support this feature, please refer to the official website (connect.oppo.com).

Turning on Auto connect for devices with the same account

If you have multiple devices, just sign in to the same account on these devices, and you can quickly establish a connection via "Auto connect", which makes it easier for you to cast screens and transfer files between devices.

★ **Operation path**

ColorOS

Go to "Settings > Connection & sharing > Multi-Screen Connect" and turn on "Auto connect". Your phone will automatically discover and connect to devices signed in to the same account.

ⓘ This feature is available only for ColorOS 13.1 and later versions.

Connect your phone and tablet

After your phone and tablet are connected via Multi-Screen Connect, you can easily transfer files between them or control your phone directly from your tablet.

★ **Operation path**

1. Pull down the status bar twice to fully expand Quick Settings, then turn on "Multi-Screen Connect". You can also go to "Settings > Connection & sharing > Multi-Screen Connect" and turn on "Multi-Screen Connect".

2. Turn on "Multi-Screen Connect" in the same way on your tablet. Hold your phone near your tablet and follow the onscreen instructions to connect.

3. Once a connection is established, a window of your phone screen will appear on your tablet and you can directly control your phone from the tablet.

4. To close the screencast window, tap the Close button and select "Disconnect".

ⓘ If your phone and tablet are signed in to the same account, you can also use "Auto connect" to quickly establish a connection. For details, please refer to Turning on Auto connect for devices with the same account.

ColorOS

Transferring files between your phone and tablet

After your phone and tablet are connected via Multi-Screen Connect, you can easily drag and drop files between them.

★ **Operation path**

- **Transferring from your phone to your tablet**: In the phone screen window on your tablet, select the files you want to send, touch and hold until the Drag icon appears on the screen, then drag the file directly out of the phone window.

- **Transferring from your tablet to your phone**: In the Photos app or any folder on your tablet, select the files you want to send, touch and hold until the Drag icon appears on the screen, then drag the file directly to the phone window.

You can view received files in "Files > Multi-Screen Connect" on your phone or tablet.

Synchronizing clipboard between your phone and tablet

After your phone and tablet are connected via Multi-Screen Connect, you can copy, cut, and paste text between the tablet and the phone window, just like using the same device.

★ **Operation path**

Go to "Settings > Connection & sharing > Multi-Screen Connect > Content sync" and make sure that "Sync clipboards" is turned on.

ColorOS

Syncing phone photos and videos to tablets

After your phone and tablet are connected via Multi-Screen Connect, when you use the phone to take photos, videos, screenshots, or screen recordings, they will be automatically saved to your tablet, so you don't need to share them manually.

★ **Operation path**

1. On your phone, go to "Settings > Connection & sharing > Multi-Screen Connect > Content sync" and make sure that "Sync media" is turned on.

2. Take a photo, video, screenshot, or screen recording on your phone.

3. You will receive a notification on the tablet. Tap this notification and tap "Save".

4. Go to Photos on the tablet to view the image or video that was just saved.

App relay between your phone and tablet

You can start a task with an app on your phone, then switch over to the same app on your tablet and continue the task on the tablet.

For example, if you halfway through an article on WeChat, when you tap to open WeChat on the tablet, the same article will appear, and synced to the last page you read.

★ **Operation path**

1. Sign in to the same account on your phone and tablet to automatically establish a connection.

2. On your phone, go to "Settings > Connection & sharing > Multi-Screen Connect" and make sure that "App relay" is turned on.

ColorOS

ⓘ • This feature requires both devices to be running ColorOS 13.1 or later

    versions and both devices must be signed in to the same account.

• Only certain apps support App relay. Please refer to your phone for details.

Sharing mobile connection, calls, and texts with your tablet

After your phone and tablet are connected, You can directly use your phone's mobile

network to connect to the internet, and make and receive calls and texts on your

tablet.

★ **Operation path**

1. Sign in to the same account on your phone and tablet to automatically

    establish a connection.

2. Go to "Settings > Connection & sharing > Multi-Screen Connect >

    Communication sharing" and turn on "Mobile data sharing", "Calling sharing",

    or "Messaging sharing" as needed.

On the tablet, you can directly use your phone's mobile network and data to make

calls, send SMS messages, or browse internet content.

Multi-screen connection between a phone and a laptop

computer

★ **Operation path**

1. Visit https://connect.oppo.com on your PC to download and install "Multi-

    Screen Connect".

2. Pull down the status bar twice to open and expand Quick Settings, then turn on "Multi-Screen Connect". You can also go to "Settings > Connection & sharing" and turn on "Multi-Screen Connect".

3. When your phone is near your PC, a pop-up will be displayed on your phone. Follow the instructions to connect.

   You can also tap "Scan to connect" in the lower-right corner of "Multi-Screen Connect" window on your PC. On your phone, open Multi-Screen Connect and tap ⌐⌐ in the lower-right corner to scan the QR code generated on your PC to connect.

Once the connection is established, a window of your phone screen will appear on your PC. You can directly control your phone with the keyboard and mouse of your PC.

Tap ⊙ at the top of the phone window to set features such as Hide when snapped to side, Sync notifications, etc.

To disconnect, tap " 🖳 > Disconnect" at the top of the phone window on your PC, or pull down the status bar and tap "Disconnect" in "OPSynergy".

"Multi-Screen Connect" now works with most laptop models. If the connection is unsuccessful, please check whether your laptop supports this feature.

Transferring files between a phone and a laptop computer

- **Transferring images and videos from a phone to a PC**: In the phone window on the PC screen, open "Photos", right-click the image or video you want to send (you can select multiple images and videos), and then press and hold

the left mouse button. Wait for the Drag icon to appear, and then drag the files to your PC.

- **Transferring files from a phone to a PC**: In the phone window on the PC, open "My Files", right-click the file you want to send (you can select multiple files), and then press and hold the left mouse button. Wait for the Drag icon to appear, and then drag the files to your PC.

- **Transferring files from a PC to a phone**: On your PC, select the file you want to send and drag it directly to the phone window on the PC. You can also right-click the file you want to send, then select "Send to my phone via Multi-Screen Connect" in the pop-up shortcut menu.

  You can view received files in "My Files > Multi-Screen Connect" on your phone.

Opening phone files and apps on laptops

Once your phone and PC are connected, your phone screen will appear on your PC. You can control your phone with the keyboard and mouse of your PC.

- **Opening apps**: Left-click an app icon to directly open the app. Right-click an app icon to open quick tools for the app. Click the text box to enter text directly with the keyboard.

- **Opening multiple phone windows**: You can create up to 3 phone windows on your PC. On a phone window, open a supported app (such as Messages) and click "Open in new window" at the top of the window to create a new window on the PC desktop.

- **Edit phone files with PC software**: Right-click a file and use software on your PC to open and edit this file. Click Save, and the edited file will be automatically saved to your phone.

- **Sharing the clipboard**: Copy a piece of text on your PC, then right-click and paste it to the input area in the phone window. You can also copy a piece of text from the phone window and paste it to your PC.

Connecting your phone to your Windows PC

Once you connect your phone to your Windows PC, you can view notifications, answer calls, view photos, and use apps right from your PC.

★ **Operation path**

1. On your phone, swipe down from the top of the screen to show Quick Settings, swipe down again to expand it, and tap "Link to Windows". Alternatively, go to "Settings > Connection & sharing > Link to Windows".

2. When you use this feature for the first time, you need to tap "Link your phone and PC" on your phone. On your Windows PC, open the "Phone Link" app. You can also go to www.aka.ms/linkphoneqr in your browser and follow the instructions to show a QR code.

3. On your phone, tap "Continue", then scan the QR code on your PC with your phone. Follow the onscreen instructions to sign in, connect the devices, and grant the necessary permissions.

4. Once the devices are connected, you can send SMS messages, view photos, use phone apps, and make calls on your PC.

5. After the initial setup, you can use this feature as long as "Link to Windows" on your phone is turned on and "Phone Link" is running on your Windows PC.

Screencast

Casting the phone screen to TV

★ Operation path

1. Connect your phone and the TV to the same Wi-Fi network.

2. Turn on the screencast feature on a TV. Different manufacturers use different names. Phrases to look for include Screencast, Screen mirroring, Multi-screen interactions, and Miracast. Please refer to your TV manual.

3. On your phone, pull down the status bar twice to open and expand Quick Settings, then turn on "Screencast".

   You can also go to "Settings > Connection & sharing > Screencast > Search for display devices".

4. In the search results, tap the target TV to establish a connection.

Using other apps on the phone while casting

When you are casting an app from your phone to a TV, you can also use other apps on your phone at the same time.

★ Operation path

1. Cast your phone to a TV. Refer to Casting the phone screen to TV for more details.

2. Open the app you wish to cast on your phone and tap the Screencast icon in the status bar. From there, tap "Screencast modes" and select "Cast app screen only".

   If you see "Aspect ratio" on the bottom of the screen when you cast an app, it means the app can display in full screen on a TV. Tap "Aspect ratio" and select "Adapt to TV" to display the app in full screen on the TV.

3. Return to the Home screen on your phone to use other apps while casting.

ⓘ To cast video apps in full screen to a TV, the TV must support HappyCast, Miracast, or OPPO Screencast.

Hiding notifications and calls while casting

When you cast your phone screen to your TV, the TV displays everything on your phone screen by default. To ensure that private information, such as notifications and incoming calls, is not visible to others, you can choose not to display notifications and calls while casting.

★ **Operation path**

1. To cast your phone screen to a TV, please refer to Casting the phone screen to TV.

2. Tap the Screencast icon in the status bar and turn on "Hide notifications" to hide private information such as notifications and incoming calls from large screens.

Turning on Screen-off casting

When you cast your phone screen to a TV, you can turn on "Screen-off casting" to save phone power.

★ **Operation path**

1. To cast your phone screen to a TV, please refer to Casting the phone screen to TV.

2. Tap the Screencast icon on the status bar and turn on "Screen-off casting".

   Now you can turn your phone screen off without interrupting screen casting.

Connecting printers

Wireless printing

Wireless printing is a built-in printing feature that allows you to print documents right from your phone. To use this feature, simply connect your phone and printer to the same Wi-Fi network.

You can select a printer and configure settings such as number of copies, orientation, page range, and paper size. This feature supports common image file formats and PDF file. You can initiate the printing task via a variety of printing services such as your printer's native connection service.

Adding a printer

With wireless printing, you can connect a printer to your phone so that you can print documents right from your phone. Here are a few ways to add a printer.

★ **Operation path**

- Adding a printer via IP address

Go to "Settings > Connection & sharing > Print > Default Print Service". In the upper-right corner, tap " ＋ > Search by IP address", enter the IP address, and tap "Add" to finish.

- Adding a printer via Wi-Fi

Go to "Settings > Connection & sharing > Print > Default Print Service". In the upper-right corner, tap " ＋ > Search for Wi-Fi Direct devices". Select from the available devices, and tap "Connect" to finish.

- Adding a printer via Search for printers

Go to "Settings > Connection & sharing > Print > Default Print Service". This will show a list of printers, you can choose one to connect it to your device.

Installing third-party printing services

If your phone has been connected to the same Wi-Fi network as the printer and "Default Print Service" is turned on, but you can't find the printer, it is possible that the default printing service does not support this printer model. You need to download the compatible third-party printing service plug-in or app to connect to the printer.

★ **Operation path**

Go to "Settings > Connection & sharing > Print" and tap "Add print service". Select the required printing service, download and install it, then reconnect to the printer.

Printing files

You can print documents directly from your phone by simply connecting the phone

and the printer to the same Wi-Fi network.

★ **Operation path**

- **Printing a document**

1. Go to "My Files", or "Photos" touch and hold the file or photo that you want to

   print, and tap "Send > Print" in the lower-left corner.

2. Choose "Printer" and connect to a printer, then preview the file and configure

   printing settings.

3. Tap "Print" to start.

Privacy and security

Privacy password

Turning on the privacy password

The privacy password is solely used to access privacy-related features. After this

feature is turned on, you can use it for verification in privacy features such as App

lock, Hide apps, and Private Safe.

★ **Operation path**

Go to "Settings > Password & security > Privacy password" and follow the prompts

to set a password and enter your answers to the security questions.

Payment protection

Turning on Payment protection to secure your payments

When you use an app (such as WeChat and Alipay) to make a payment, the "Payment protection" feature will automatically scan and check the payment environment to ensure payment security.

"Payment protection" is turned on by default. If you download and install any payment apps on your phone, those apps will be protected by "Payment protection". And whenever you make a payment, it will automatically scan and check the payment environment. If there is any security risk, it will send a prompt to alert you.

You can open "Payment protection" to check the payment environment and see which apps are protected, and you can also download more apps.

★ **Operation path**

You can open "Payment protection" through any of the following methods:

- Go to "Phone Manager > Tools > Payment protection".

- Go to "Settings > Password & security > System security > Payment protection".

Hide apps

Hiding apps from prying eyes

You can hide apps that you don't want others to see, including app icons and notifications. Hidden apps won't appear in recent tasks.

ColorOS
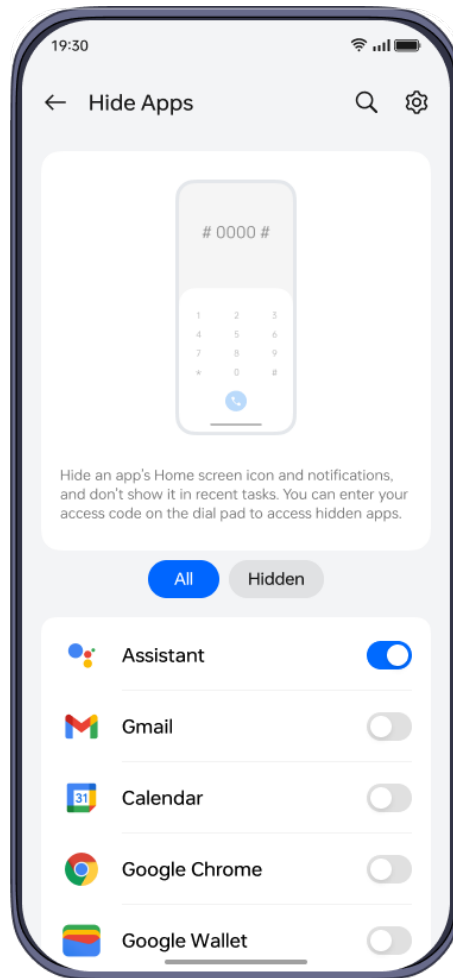
★ **Operation path**

1. Go to "Settings > Privacy > Privacy > Hide Apps".

2. Turn on the switch next to the app you want to hide and follow the prompts to set the access code. Note that the access code should begin and end with #.

If you need to access a hidden app, open the dial pad in "Phone " and enter the access code.

If you need to change the access code, please tap " ⊙ > Change access code" in the upper-right corner and enter the new access code.

Private space

Adding files to Private Safe

Private Safe can hide your photos, videos, audio, notes, documents, and other files from Photos, My Files, Notes, and other apps. You can only access Private Safe after entering the privacy password.

ⓘ To use this feature, you should first set a privacy password. Please refer to Turning on the privacy password.

★ **Operation path**

1. Go to "Settings > Privacy > Privacy > Private Safe".

2. Enter the privacy password following the prompts and enable file types that you want to add, such as "Images and videos".

3. Tap ➕ , select the images and videos you want to hide, and tap "Set as private".

You can also select the files from the app and set them as private. For example, in "My Files", touch and hold to select multiple files and choose " ⋮ > Set as private".

Viewing files in Private Safe

You can view files in Private Safe in a variety of ways.

★ **Operation path**

Go to "Settings > Privacy > Privacy > Private Safe" and enter the privacy password.

In "Private Safe", touch and hold a file to select it, and then set it as public or delete it.

💡

You can also access Private Safe from "My Files" or "Photos". Touch and hold the

toolbar at the bottom to bring up the "Enter privacy password" interface. Enter the

password to view the files, images, and videos in Private Safe.

App Lock

Locking important apps using App Lock

You can lock important apps by enabling the App Lock feature, and locked apps can

only be accessed using the privacy password. With App Lock, you don't need to

worry about others accessing important apps without your authorization when they

use your phone.
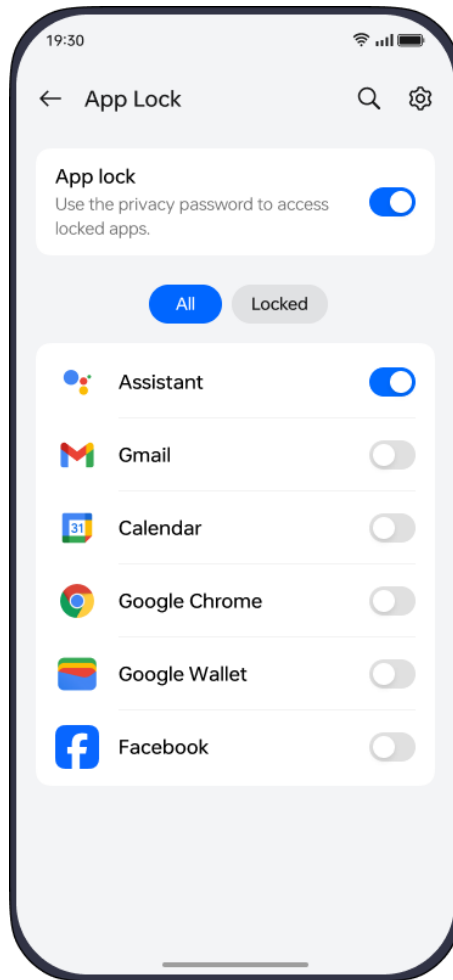
ColorOS

ⓘ To use this feature, you should first set a privacy password. Please refer to

Turning on the privacy password.

★ **Operation path**

1. Go to "Settings > Privacy > Privacy > App Lock".

2. Enter your privacy password, turn on "App Lock", and choose the apps you

   want to lock.

System Cloner

System clone, your private space

System Cloner lets you create a system clone in which the apps and data exist separately from the main system.

The system clone can be accessed with a fingerprint or password, providing a safe and convenient standalone system that not only protects your privacy but also helps you separate your work from your personal life.

Creating and entering a system clone

Create a system clone

Go to "Settings > Permissions & privacy > Privacy > System Cloner > Get started". Enter your Lock screen password and set a password for the system clone. Then a system clone is created.

Enter a system clone

After a system clone is created, you can enter the system clone using the following two methods.

- When unlocking your phone, enter the password that you set for the clone to enter the system clone quickly.

- Or, in the main system, go to "Settings > Permissions & privacy > Privacy > System Cloner". Tap "Enter system clone". Then enter the system clone password.

ⓘ If your phone is restarted, you need to first enter the main system password to
enter the main system, and then enter the system clone using either of the
above methods.

Transfer apps and data between the main system and a system clone

You can use the following methods to transfer data between a system clone and the
main system.

★ Operation path

After entering a system clone, go to "Settings > Permissions & privacy > Privacy >
System Cloner". You can perform the following operations on the data of the system
clone:

- **Clone apps**

  With the "Clone apps" function, you can clone the apps that have already
  been installed in the main system instead of downloading them again.

  When you clone an app, the app data will not be cloned.

- **Import data**

  Enter the Lock screen password of the main system and select the data that
  you want to transfer (such as contacts, images, videos, audio, and document
  files). Tap "Import" to copy the data to the system clone.

- Export data

Enter the Lock screen password of the system clone, and go to "Settings > Permissions & privacy > Privacy > System Cloner > Export data". Select the data that you want to transfer (such as contacts, images, videos, audio, and document files). Tap "Export" to copy the data to the main system.

Sharing notifications between a system clone and the main system

You can share notifications between a system clone and the main system so as to avoid missing messages. In this case, whichever system you are using, you can view all the notifications. You can share notifications between a system clone and the main system using the following methods.

★ Operation path

- After entering a system clone, go to "Settings > Permissions & privacy > Privacy > System Cloner", where you can manage notifications sent to the system clone and the main system. Turn on "Receive notifications sent to system clone", so as to receive notifications sent to the system clone when you are using the main system.

- Turn on "Receive notifications sent to main system", then you can receive notifications sent to the main system when you are using the system clone.

ⓘ You need to enter the system clone to change settings for sharing notifications between the main system and the system clone.

Hiding access to a system clone

★ Operation path

ColorOS

1. After entering a system clone, go to "Settings > Permissions & privacy > Privacy > System Cloner > Hide access to system clone".

2. Turn on "Hide access to system clone" and tap "Hide".

Once this function is turned on, the access to the system clone in the main system will be hidden. You can only enter the system clone via the Lock screen by using the password or fingerprint you set for the clone.

(i) If you forget the password after the access is hidden, you will be unable to enter the system clone or delete its data.

Deleting system clone

★ Operation path

- After entering the main system, go to "Settings > Permissions & privacy > Privacy > System Cloner", and tap ⋮ in the upper-right corner. Follow the instructions on the screen and then enter the Lock screen password to delete the system clone.

- After entering a system clone, go to "Settings > Permissions & privacy > Privacy > System Cloner", and tap ⋮ in the upper-right corner. Follow the instructions on the screen and enter the clone password to delete the system clone. Before deleting the clone, you can choose to export the clone data.

(i) Deleting the system clone will also delete all its data. This action cannot be undone, so please proceed with caution.

Permission manager

Managing app permissions

Apps may require certain permissions to provide you with services. These may include:

- Access to camera, microphone, etc.

- Access to Phone, SMS, Calendar, and more apps

- Access to your phone's Location, Contacts, App list, internet browsing records, and more

- Access to images, documents, audio files, or other files on your phone

- Allow apps to send you Lock screen notifications, banner notifications, and more

However, some apps may request more permissions than they need, putting your privacy and information security at risk. You can check permissions granted to each app and keep only the essentials.

★ **Operation path**

Go to "Settings > Security & Privacy > Privacy > Permission manager". Tap any permission and follow the prompts to adjust settings.

ColorOS

Managing app access to photos and videos with the photo selector

Some apps read photos and videos on your phone. To stop apps from reading all files saved on Photos, you can manage apps' access to photos and videos with the photo selector. Whenever an app needs access to Photos, you can manage what photos and videos this app has access to with the photo selector.

ⓘ • The photo selector only works with apps targeting Android 13 or later versions.

• You also need to set the app's access to photos and videos to "Ask every time" to use the photo selector when the app requires access to Photos.

★ Operation path

1. Go to "Settings > Security & Privacy > Privacy > Permission manager". Under "Permission manager", tap "Photos and videos", find the apps you wish to manage, and tap "Ask every time".

   ⓘ (If the app doesn't have an "Ask every time" option, that means it doesn't currently support this feature.)

2. Every time the app requires access to photos or videos, a pop-up will be prompted to ask for permission. Tap "Select photos and videos" to allow access to individual photos and videos.

Modifying special app permissions

Apps may require permissions to access data or files, such as permissions to read your notifications, manage files stored on your device, or display over other apps, to provide you with applicable services.

However, some apps may request more permissions than they need, putting your privacy and information security at risk. You can check permissions granted to each app and keep only the essentials.

★ **Operation path**

1. Go to "Settings > Apps > Special app access".

2. Modify app permissions as needed.

Turning on Location Services

Some apps may need to use Location Services to provide services based on your current location. You can turn Location Services on or off as necessary.

★ **Operation path**

Go to "Settings > Location" and turn on "Location Services".

You can also turn on "Wi-Fi scanning" and "Bluetooth scanning" for more accurate location-based services.

System security

Managing other system security settings

★ **Operation path**

ColorOS

Go to "Settings > Password & security > System security" to change settings for other modules.

- Tap "Device admin apps" to manage devices.

- Tap "Credential storage" to view user credentials that are currently stored on the device and other trusted certificates.

- Tap "Trusted agents" to view trusted agents running on the device.

- Tap "App pinning" and once you pin an app, you won't be able to use other apps or features. App pinning is available only when you are using button navigation.

Allowing app installations that are not from App Market

To install non-App Market apps on the phone, you need to allow app installations from these apps.

★ Operation path

Go to "Settings > Password & security > System security > Installation sources" and allow to install external apps.

Power-off verification

When this feature is turned on, you will need to enter the Lock screen password before powering off your phone. If you lose your phone, others will not be able to shut it down to prevent you from locating your phone using features such as Find My.

★ Operation path

ColorOS

Go to "Settings > Security & privacy > More security & privacy" and turn on "Require password to power off".

Viewing blocked pseudo base stations

This feature blocks fraudulent messages and ads from pseudo base stations. Pseudo base stations are cellular base stations that are employed for malicious and usually illegal purposes such as sending fraudulent messages and ads.

★ **Operation path**

Go to "Settings > Security & privacy > More security & privacy > Pseudo base station blocking" to view pseudo base station blocking history.

Find My Device

Turn on the Find My Device feature, so you can locate your phone remotely. If you lose your phone, you can also use this feature to wipe your phone and prevent privacy leaks, thus ensuring the security of your data.

★ **Operation path**

1. Go to "Settings > Security and privacy > Device finders > Find My Device".

2. You will be able to use "Find My Device" once we have verified your Google account.

3. You can also follow the prompts to use the app or website to find your device.

Frequently used apps

Contacts

Creating and managing contacts

★ **Operation path**

1. Open the "Phone" app and go to the "Contacts" tab. Tap "Create new contact".

2. You can now set a profile picture for the contact and enter the contact's first name, last name, phone number, company, label, and other information. Then tap "Save".

3. On the "Contacts" tab, you can also:

   • Tap ✐ to edit a contact's information;

   • Tap the star icon to set a contact as a favorite contact; and

   • Tap ⁝ to delete or share a contact, add a contact to your Home screen, set a ringtone for a contact, block a number, or perform other operations.

Clock

Setting and editing an alarm

★ **Operation path**

ColorOS

1. Go to "Clock > Alarm" and tap $\oplus$ to set an alarm.

2. Follow the prompts to set its ringtone and vibration, snooze duration, and number of snoozes, and then tap $\checkmark$.

Tap an existing alarm to edit it. Touch and hold an alarm to delete it.

Turning off or snoozing an alarm

If you want to sleep for a few more minutes after an alarm rings, you can tap the Power button or the "Snooze" button. The alarm will ring again later.

Tap "Stop" to turn it off.

★ **Operation path**

Go to "Clock > Alarm > ⋮ > Settings" to set up "Ring duration" and "Stop alarm with". You can also turn on or off "Notify before ringing".

Using Timer or Stopwatch

You can use the timer to count down from a specified time and use the stopwatch to measure the duration of an event.

★ **Operation path**

- Go to "Clock > Timer", set the duration of time, tap ▶ to start the timer, and tap ❙❙ to stop it.

- Go to "Clock > Stopwatch", tap ▶ to start the stopwatch, and tap ❙❙ to stop it.

Viewing the time in cities worldwide

You can use Clock to view the local time in different time zones around the world.

★ **Operation path**

Go to "Clock > World clock", tap ⊕ to enter the name of a city, or select one from

the list of cities to view its local time.

Displaying two clocks

When you are outside your usual time zone, you can turn on Dual clock to display the

time of your usual residence and current location.

★ **Operation path**

1. Go to "Clock > ⋮ > Settings > Date & time > Dual clock" to turn on "Dual

   clock".

2. Follow the prompts to add your "Usual residence".

3. Tap "Display dual clock on" to show dual clock on the "Lock screen", "Home

   screen clock widget", or "Lock screen & Home screen clock widget".

Compass

Using Compass

The Compass app shows your current location, the direction your phone is pointing,

latitude, and your latitude and longitude.

Calibrating Compass

Calibrate "Compass" before you use it for the first time. To calibrate Compass, find an open area away from interference and move the phone following the onscreen instructions.

Finding your bearings

• Hold the phone horizontally to get accurate latitude, longitude, and directions.

• Check the direction: The direction displayed directly below the compass in the mobile phone interface (such as east, north, northeast, southeast, etc.) is the direction of the mobile phone.

App management

Using App Cloner to separate your work and personal life

App Cloner lets you use two accounts of one app on one phone, one for the original app and the other for the cloned app.

★ **Operation path**

Go to "Settings > Apps > App Cloner" and select apps for which you want to enable this feature.

When App Cloner is turned on for an app, an app clone that runs independently of the original app will be added to the Home screen.

ⓘ Some apps or phone models do not support App Cloner.

Managing auto-launch apps

Some apps will start automatically in the background, using up system memory and consuming battery power. You can block these apps from auto-launching as needed and check the system's latest blocking records.

★ **Operation path**

Go to "Settings > Apps > Auto launch" to turn it on or off for different apps.

Setting the default app

If you have more than one document editor, you can set a default app to open any document.

★ **Operation path**

1. Go to "Settings > Apps > Default apps".

2. You can choose the default app for opening "TXT", "PDF", "Word", "Excel", and "PPT" files respectively according to your habits. Or you can tap "Download more apps" to download more apps.

Currently, it is recommended to use system default apps such as "System Launcher", "Messages", "Phone", "Browser", "Photos", "Music", and "Videos".

Viewing or modifying app permissions, notifications, and more

You can make changes to app settings through "Manage notifications", "Permissions", and "Battery usage".

ColorOS

1. On the Home screen, touch and hold the app whose settings you want to modify and tap "App info".

2. Follow the prompts to modify app settings. For example, you can stop or uninstall the app, view or modify its permissions, or change the notification style.

3. Tap "Manage notifications", "Permissions", and "Battery usage" to set up the app.

4. Tap "Data usage" to view the mobile data used.

5. Tap "Storage usage" to view app storage usage and free up space.

Uninstalling apps

You can use the following methods to uninstall a single app or uninstall multiple apps at once.

★ Operation path

- **Uninstall a single app**

  ◦ Touch and hold the app icon on the Home screen, tap "Uninstall", and then follow the prompts.

  ◦ You can also go to "Settings > Apps > App management". Tap on the app that you want to uninstall, and then tap "App info". Then tap "Uninstall" to uninstall the app.

- **Uninstall multiple apps**

◦ When your Home screen is in Standard mode, touch and hold the Home

screen or pinch in to enter Edit mode. Select the icons of the apps that you

want to uninstall, and tap "Uninstall". The selected apps will all be

uninstalled.

◦ When your Home screen is in Drawer mode, swipe up on the Home

screen to enter the app drawer. Tap "Manage" in the upper-right corner,

and tap "Select" in the menu. Select the icons of the apps that you want to

uninstall, and tap "Uninstall". The selected apps will be batch uninstalled.

ⓘ • Uninstalling apps will clear app data. It is recommended to back up data

before uninstalling.

• Some system apps cannot be uninstalled.

Recovering system apps

If you accidentally uninstalled a system app, you can get it back in the following ways.

★ **Operation path**

1. Go to "Settings > Apps > Recover system apps", and then select the apps

   that you want to recover, and tap "Install".

2. Alternatively, go to "App Market" and tap "Go now" to download and install

   the app.

Turning on the Display over other apps permission

Floating windows, also known as Picture-in-picture, allow you to watch a video in a

small window while using other phone functions at the same time.

ColorOS

★ **Operation path**

1. Go to "Settings > Apps > Special app access > Display over other apps".

2. Select the apps for which you want to enable this feature and turn on "Display over other apps".

ⓘ This permission allows an app to appear on top of other apps. This may affect how other apps are displayed.

Notes

Recording ideas on the fly with Notes

Notes helps you keep track of important information or capture fleeting ideas with Doodle. Create to-dos and set reminders, and you will find it easier to organize your tasks and get them done.

Creating notes

Use the Notes app to record, edit, manage, and view notes to help you quickly capture ideas and inspiration as they come to you.

★ **Operation path**

1. Go to "Notes > Notes" and tap ⊕ in the lower-right corner.

2. Enter text and tap ✓ in the upper-right corner.

3. You can also:

- Change the font: Tap Aa to adjust the font size, font type, font color, etc.

- Insert image: Tap 📷 and select "Take photo" or "Photos" to insert photos or images into your note.

- Others: Tap ⋮ to set the skin, set the note as private, set a reminder, pin the note, add the note to the Home screen, or delete the note.

Organizing notes

You can hide or delete your notes or pin a note to the top based on your needs. You can also move your notes to your notebooks to classify and organize them.

★ **Operation path**

• **Pin to top**: In the list of all notes, touch and hold the note that you want to pin to the top, then tap "Pin" to move it to the top of the list.

• **Hide a note**: In the list of all notes, touch and hold the note that you want to hide, then tap "Hide" to hide it in your hidden notebook. To view your hidden notes, tap "All notes > Hidden notes", then enter your privacy password.

• **Move a note**: In the list of all notes, touch and hold the note that you want to move, tap "Move", and select a notebook that you want to move the note to. You can also tap "New notebook" to create a new notebook and move the note into it. To view notes stored in different notebooks, simply tap "All notes".

• **Delete a note**: In the list of all notes, touch and hold the note that you want to delete, and tap "Delete". You can tap "All notes > Recently deleted" to view the notes deleted in the past 30 days.

ⓘ When you use the hidden notes function for the first time, you will be required to set a privacy password and the answer to the security question.

Doodle

With Doodle, you can write or draw within a note to make it richer and more vivid.

★ **Operation path**

1. Go to "Notes > Notes" and tap ⊕ in the lower-right corner.

2. Tap ✎ to start doodling. You use the built-in Color palette, Ballpoint pen, Pen, Pencil, Marker, Lasso tool, and Eraser when you draw or write in your note.

Creating to-dos

Put what you plan to do on your to-do list and set a specific time to remind you to work on it.

★ **Operation path**

1. Go to "Notes > To-dos" and tap ⊕ in the lower-right corner.

2. Enter a to-do.

3. Tap 🔔 to set the reminder time and method. For important matters, you can turn on "Alarm" and tap ✓ to complete the setup.

4. Tap ✓ again to complete the creation of a to-do.

Managing to-dos

You can hide the completed to-dos, delete to-dos, or sync your to-dos to the cloud.

★ **Operation path**

1. Go to "Notes > To-dos".

2. Tap ⋮ in the upper-right corner for more actions.

- Edit: Tap to edit the to-dos. You can select and delete your to-dos.

- Hide completed: Tap to hide your completed to-dos.

File management

Searching for files

With My Files, you can efficiently and easily find the files you need on your phone.

★ **Operation path**

Go to "My Files", and you can:

- View files by category from the Home page (for example, all images are displayed in the same way as in the Photos app);

- Tap "Recents" to switch to the "Recents" view, where the files added in the last 30 days will be displayed in chronological order; or

- Search by file names in the search bar located at the top of the Home page to quickly find the files.

My Files

My Files can help you effectively manage files, such as images, audio, videos, documents, archives, and APK files on your phone.

★ **Operation path**

ColorOS

You can select the files as needed and perform the following operations:

- Tap "Send" to share the files with others or other devices;

- Tap "Tags" to tag the files, and you can view the files on the Tags page after adding classification tags;

- Tap "Move" to find a storage location to move the files to, and then tap "Move here";

- Tap "Delete" to delete the files; and

- Tap "More" to copy or rename the files or perform other operations.

Setting a file as private

When there are some important pictures, videos, audio, and document files that you don't want others to see, you can set them as private files.

★ Operation path

1. Go to "My Files", touch and hold the file, and tap "More > Set as private".

2. Tap "Private Safe" to view private files after verifying the password.

Weather

Viewing weather info

Use Weather to check the current weather and weather forecast for your current location or in other cities.

★ Operation path

· Go to "Weather" to view weather information about your current location.

· To check the current day's hourly forecast, scroll down and then swipe left or right.

· Scroll down to view the air quality, visibility, UV index, humidity, and more.

· Tap "15-day weather forecast" to view more weather information on a webpage.

Checking weather info for other cities

Checking the weather in other cities using the Weather app to better manage your trips.

★ **Operation path**

1. In the "Weather" app, tap the building icon in the upper-right corner to access the "Manage cities" screen.

2. Tap ⊕ in the lower-right corner, enter the name of the city you want to add, and tap the city.

3. In the "Weather" app, swipe left or right on the screen to check the weather in another city.

On the "Manage cities" screen, tap " ⋮ > Edit" , select the city or cities you wish to remove, and tap 🗑 to remove.

Using the Calculator

The Calculator app on your phone can handle anything from simple addition, subtraction, multiplication, and division operations to more complex scientific calculations like exponents, square roots, and functions. It can also convert units.

★ **Operation path**

1. In the "Calculator" app, you can perform basic calculations such as addition, subtraction, multiplication, and division.

2. To clear the display, tap the Clear (C) key.

3. Tap " ⋮ > History" to view previous calculations.

You can also:

- Tap the "scientific calculator" button in the upper-right corner to perform advanced calculations.

- Tap ⊞ in the upper-right corner to start converting units.

Recorder

Recorder is an app where you can record sound and save recordings.

★ **Operation path**

1. Open the "Recorder" app and tap on the red button to start recording.

2. During recording, you can tap "Mark" or "Photo mark" to mark important positions in the recording.

3. Tap ‖ to pause the recording and ▶ to resume. To finish recording, tap ✓ in the upper-right corner.

Selecting a recording mode

The Recorder app has Standard, Interview, and Meeting modes, addressing the needs of a diverse range of use cases.

- **Standard mode:** Records sound without much processing. Suitable for general use.

- **Interview mode:** Applies a noise-canceling algorithm. Best for occasions where the voice to be recorded is near your phone, such as for interviews.

- **Meeting mode:** Makes voices sound louder. Best for occasions where the voice to be recorded is far from the phone, such as in a meeting or lecture.

★ **Operation path**

Go to "Recorder", tap " ⋮ > Settings > Recording mode", and choose the mode you need.

Marking moments in a recording

Once you have made a recording, you can mark key moments in the recording. You mark with text or photos on the timeline, whichever way you prefer.

★ **Operation path**

1. Go to "Recorder" and tap the file you want to mark to play it.

2. Tap "Mark" to mark with text. Tap "Photo mark" to mark with a photo; you can take a photo or choose one from the Photos app.

Playing a recording

The Recorder app's main screen lists all of your recordings. Tap a recording to play.

In Recorder, you can also:

- Tap ⚏ in the lower-left corner to turn on "Skip silence". Any silence in your recordings will be skipped.

- Choose "Playback speed" to speed up or slow down the audio.

- Tap "Mark" or "Photo mark" to flag important moments.

- Tap "Marks" to hide the list of marks and tap it again to view the list.

Managing recordings

★ **Operation path**

1. On the Recorder's main screen, tap " ⋮ > Edit" in the upper-right corner to select a recording.

2. You can "Share", "Rename", "Set as ringtone", or "Delete" the file.

3. Tap a recording to view the file info. Tap ✂ to trim the recording.

IR Remote

Adding devices for remote control

Thanks to the infrared technology and IR Remote app, your phone can work as an all-in-one remote control for a variety of home appliances such as TV sets, air conditioners, set-top boxes, cameras, projectors, light bulbs, and fans.

★ **Operation path**

1. Open "IR Remote" on your phone, tap ⊕ in the lower-right corner, and select the type and brand of the home appliance you want to add.

2. For example, to pair the remote control with a TV, aim the infrared emission

   hole at the top of the phone directly at the TV and follow the prompts.

3. After successfully adding the TV, tap ⏻ to start using your phone as the

   remote control.

The list of IR Remote devices will show all added devices. Tap on a device name to

control that device.

ⓘ This feature is only available on some models. Please refer to the actual device

   for its final functions and features.

Setting up IR Remote

★ **Operation path**

Open "IR Remote" and tap " ⋮ > Settings" to turn on or off "Button sound" or

"Button vibration".

You may also turn on "Obtain remote control data online" to support more device

models.

ⓘ This feature is only available on some models. Please refer to the actual device

   for its final functions and features.

System settings

The Search function in Settings

Go to "Settings". Tap the search box and enter the setting item that you want to view. Select and tap the setting item from the drop-down content to quickly enter the setting item.

Wi-Fi

Connecting to Wi-Fi

Wi-Fi is short for Wireless Fidelity. You can connect to Wi-Fi in a variety of ways and access the internet without consuming mobile data.

★ **Operation path**

1. Go to "Settings > Wi-Fi".

2. You can connect through any of the following methods:

   • On the list of available networks, tap the network you need to connect to, enter the password when prompted, or open the browser and enter the account password for authentication. Please contact the Wi-Fi provider for the account name and password.

   • If you do not find the network you want to connect to on the list of available networks, tap "Add network" and enter the network name to connect.

ColorOS

- If someone shares a Wi-Fi QR code with you, you can tap ⬚ in the

  upper-right corner of Wi-Fi settings and scan the code to connect.

After you have connected to a Wi-Fi network once, whenever your phone enters the

network range again, it will automatically connect to it without asking you to enter the

password again.

If you don't want to auto connect to a Wi-Fi network, tap ⓘ on the right side of the

Wi-Fi network and turn off "Auto connect".

Sharing Wi-Fi through a QR code

You can share the accounts and passwords of Wi-Fi networks you have saved with

others. They can connect to a Wi-Fi network by simply scanning a QR code.

★ **Operation path**

Go to "Settings > Wi-Fi" and tap ⓘ beside the Wi-Fi network you want to share,

then tap "Share" to generate a QR code.

Introduction to Wi-Fi Assistant

Wi-Fi Assistant provides you with a variety of network acceleration services, such as

automatically switching to a better Wi-Fi network or a mobile network when the Wi-Fi

network is poor or using both Wi-Fi and mobile networks simultaneously. These

services can significantly improve your network experience.

Using dual channel network acceleration

In scenarios such as grabbing red packets or playing games, turn on Dual channel

network acceleration to use both mobile data and Wi-Fi to give you an edge.

ColorOS

★ **Operation path**

Go to "Settings > Wi-Fi > Wi-Fi assistant > Dual channel network acceleration", turn on "Dual channel network acceleration", and switch on this feature for the apps that need it.

Using this feature may consume more mobile data. We recommend that you turn it on only when needed.

Dual Wi-Fi acceleration

Dual Wi-Fi acceleration allows your phone to simultaneously use two Wi-Fi networks.

★ **Operation path**

Go to " Settings > Wi-Fi > Wi-Fi assistant" and turn on "Dual Wi-Fi acceleration".

Auto switch to mobile network

Turn on "Auto switch to mobile network", so your phone can automatically switch to the mobile network when the Wi-Fi network quality is poor to avoid network connection interruption.

★ **Operation path**

Go to "Settings > Wi-Fi > Wi-Fi assistant" and turn on "Auto switch to mobile network".

Auto connect to the best Wi-Fi

When there are multiple Wi-Fi networks around you and your phone has connected to these networks before, you can turn on "Auto connect to the best Wi-Fi". Your phone will automatically detect the quality of these Wi-Fi networks. When the quality

of the current network is poor, the phone will automatically switch to the best network.

★ **Operation path**

Go to "Settings > Wi-Fi > Wi-Fi assistant" and turn on "Auto connect to the best Wi-Fi".

Mobile network

Setting SIM card name and number

When using two SIM cards, you can supplement information such as the SIM card name and number for easier use.

★ **Operation path**

Go to "Settings > Mobile network", tap one SIM card, and enter the SIM info & settings page. You can:

- Tap "SIM card name" to enter a custom name.

- Tap "SIM card number" to enter the phone number.

- Turn "Data Roaming" on or off as needed.

SIM card management

Setting a default calling SIM and data SIM

When you use two SIM cards, you can set the default calling SIM and data SIM based on the data plans provided by these cards.

★ **Operation path**

ColorOS

Go to "Settings > Mobile network " and tap "Default calling SIM" and "Default data SIM" respectively and follow the prompts to change settings.

Setting up Dual-SIM call forwarding

When using two SIM cards, you can turn on "Dual-SIM call forwarding" so as not to miss important calls when one card cannot be connected.

★ **Operation path**

Go to "Settings > Mobile network > More settings > Dual-SIM call forwarding" and adjust the call forwarding settings for SIM 1 and SIM 2 as needed.

One SIM for making calls, one SIM for internet access

When using two SIM cards, you can set them up so that while you are making a call with one SIM, the other card will be used to access the internet, making sure that you can always access the internet.

★ **Operation path**

Go to "Settings > Mobile network > More settings" and turn on "Use mobile data during calls".

Data usage

Checking phone data usage

The system will help you calculate your phone's daily and monthly data usage as well as how much data each app consumes, so that you can better control and manage data consumption.

★ **Operation path**

Go to "Settings > Mobile network > Data usage" to view data usage.

- Tap "Data usage by app" to view how much data each app consumes.

- Tap an app name to turn on "Disable mobile network" as needed or turn off features including "Allow in the background".

- Go to "Data usage limit" and tap "Daily data usage limit" or "Monthly data usage limit" to set the data usage limit and how you are notified when this limit is exceeded.

Data saving

Data saving helps you consume less mobile data by restricting apps from using mobile data in the background.

★ Operation path

Go to "Settings > Mobile network > Data saving" and turn on "Data saving".

When this feature is on and a mobile network is being used, background apps (such as Mail or instant messaging software) won't be able to receive new messages. Personal hotspot and tethering will also be turned off.

You can tap "Unrestricted apps" to decide which apps can run in the background with internet access, so you don't miss important information.

Managing app network permissions

Some apps consume a lot of mobile data, and you can set them to run only over Wi-Fi.

★ Operation path

ColorOS

Go to "Settings > Mobile network > Data usage > Network access", tap the name of an app, and follow the prompts to limit or deny internet access.

ORoaming

Purchasing international data plans

When you are preparing to go abroad, you can purchase an international data plan on your phone. You don't need to buy an additional calling card and there are no additional fees, so you can travel worry-free.

★ **Operation path**

1. Go to "Settings > ORoaming" to select and purchase a plan based on your destination. There will be no additional charges.

2. When you arrive at your destination, tap ⊙ in the upper-right corner and activate your data plan on the order list.

Do not to activate your data plan before you arrive, or the billing will start.

Bluetooth

Bluetooth connection

Establishing a connection between your phone and Bluetooth headphones, bands, watches, tablets, etc. makes it easier to share data between your phone and these devices.

★ **Operation path**

ColorOS

1. Turn on Bluetooth on the device that needs to be connected and enter pairing mode. (The operation varies by device. Please refer to the user manual of the device you want to connect for details.)

2. On your phone, go to "Settings > Bluetooth" and turn on "Bluetooth".

3. On the Available devices list, tap the Bluetooth name of the device you want to connect to and follow the prompts to establish a connection.

You can also tap ⓘ beside a paired device and tap "Disconnect" or "Unpair". You can also set the purpose of the Bluetooth device, such as sharing contacts, media audio, or call audio.

Connection & sharing

Turning on Airplane mode

When you are taking a plane, you may need to turn on Airplane mode, depending on the requirements of the airline. In Airplane mode, features that rely on the mobile network, Wi-Fi, and Bluetooth will be unavailable.

★ **Operation path**

You can turn on "Airplane mode" through any of the following methods:

- Swipe down from the top of the screen to open Quick Settings, then turn on "Airplane mode".

- Go to "Settings > Connection & sharing" and turn on "Airplane mode".

ColorOS

Accessing specific networks through a VPN

A virtual private network (VPN) creates a temporary secure channel over a public network for encrypted transmission of specific information.

When you are outside your company's offices or campus, you can access the company's internal network through a VPN to access intranet information.

★ **Operation path**

Go to "Settings > Connection & sharing > VPN", tap ＋ , and add the VPN name, type, server address, etc. as per the information given by the VPN provider.

Personal hotspot

Sharing the network through personal hotspot

You can share your phone's mobile data with other devices through a personal hotspot.

★ **Operation path**

1. Go to "Settings > Connection & sharing > Personal hotspot" and turn on "Personal hotspot".

2. When this feature is on, nearby devices can then discover your personal hotspot. To connect to the hotspot, enter its password.

   When no devices are connected for 10 minutes, Personal hotspot will be turned off to save power.

You can also:

- Tap the QR code beside "Hotspot settings" to share your hotspot. Scan this QR code using another device to quickly connect to the hotspot.

- Tap "Hotspot settings" to change the hotspot name and password, set the network as hidden, etc. to improve security.

- Tap "Connection management" to set the maximum number of connections, limit mobile data usage, etc.

Sharing internet access through Bluetooth

You can share your phone's network with another device through Bluetooth.

★ **Operation path**

1. Go to "Settings > Connection & sharing > Personal hotspot" and turn on "Bluetooth tethering".

2. Turn on Bluetooth on the device that requires internet access and establish a Bluetooth connection with your phone.

When the connection is established, the other device can use your phone's mobile data to access the internet.

Sharing internet access through USB

You can share your phone's mobile data with other devices through USB.

★ **Operation path**

1. Use a USB cable to connect your phone with the device that needs internet access and follow the prompts on both devices to complete the relevant settings. (The specific procedure may vary by device.)

2. Go to "Settings > Connection & sharing > Personal hotspot" and turn on "USB tethering".

The "USB tethering" switch can be toggled only when the phone has established a USB connection with the other device. If the "USB tethering" switch is grayed out on your phone, connect the phone with the other device again.

Wallpapers & style

Wallpaper

Changing the wallpaper

There are numerous beautiful system wallpapers to choose from, including both static wallpapers and live wallpapers. You can also download and install online wallpapers, or set your favorite pictures as wallpapers.

★ **Operation path**

1. Go to "Settings > Wallpapers & style > Wallpapers", or pinch in on the Home screen to enter the "wallpaper quick settings" page and then tap "Wallpapers".

2. On the "Wallpapers" page, you can set "Lock screen wallpaper", "Carousel wallpapers", and "Home screen & Lock screen wallpapers".

You can also open "Photos", select a picture, and tap ⋮ in the lower-right corner. Follow the prompts to set the picture as your wallpaper.

ColorOS

Picking accent colors from your wallpaper

You can pick accent colors from a static wallpaper to apply these colors to your system.

★ Operation path

1. Go to "Settings > Wallpapers & style > Colors".

2. Tap "Wallpaper colors". In the pop-up window, drag the four dots to choose colors from the current wallpaper.

ⓘ This function is not available when a live wallpaper is in use.

Using dynamic wallpapers

Dynamic wallpapers make phone backgrounds more vibrant and interesting.

★ Operation path

Go to "Settings > Wallpapers & style > Wallpapers > Live wallpapers", select your favorite live wallpaper, tap "Apply " and choose "Home screen" or "Home & Lock screens".

Using carousel wallpapers

With carousel wallpapers, your Lock screen wallpaper will automatically switch between different pictures.

★ Operation path

1. Go to "Settings > Wallpapers & style > Wallpapers > Carousel wallpapers", or pinch in with two fingers on the Home screen to enter Home screen quick settings, and then tap "Wallpapers > Carousel wallpapers".

2. Turn on "Carousel wallpapers" to pick your favorite wallpapers and tap "Add
   to my selection".

Using online wallpapers

While the system does provide a good selection of wallpapers, you can find many
more options when you look online.

★ **Operation path**

1. Go to "Settings > Wallpapers & style > Wallpapers", or pinch in with two
   fingers on the Home screen and then tap "Wallpapers".

2. Scroll down to the "Online wallpapers" section and you will see a list of online
   wallpapers to choose from. You can also tap "Classic" to select from default
   classic wallpapers or tap "Artistic" at the bottom of the list.

3. Tap "More wallpapers" and jump to "Theme Store" for more wallpapers.

Theme

Changing themes

Set up a theme, which includes customizing your device's Lock screen wallpapers,
Always-on Display styles, ringtones, and icons, so you can personalize your device all
at once.

★ **Operation path**

- Go to "Settings > Wallpapers & style > Themes", select your favorite theme,
  then tap "Apply".

- Open the Theme Store app and tap "Themes". Find a theme you like and tap "Apply".

Font

Changing the font size

Change the font size to improve the visual experience.

★ **Operation path**

Go to "Settings > Wallpapers & style > Font"，find the "Font size" settings，and drag the slider to adjust the font size.

(i) You can enable "Adaptive font weight" to achieve the best font display effects.

Changing icon styles

You can change the icon style according to your preference.

System icon styles include "Aquamorphic", "Material", and "Pebble", or you can also customize the Home screen icon style however you like.

★ **Operation path**

1. Go to "Settings > Wallpapers & style > Icons", and enter the icon editing page.

2. If you select from the system styles, for example "Aquamorphic", you will be able to adjust the icon size, app name font size, and choose whether to display the app name or not. After you have done editing, tap "Apply".

3. If you select "Custom", you will be able to choose the "icon shape", adjust the "content size", "icon size" and "app name font size", and choose whether to display the app name or not. After you have done editing, tap "Apply".

Changing system colors

★ **Operation path**

1. Go to "Settings > Wallpapers & style > Colors" to select a color scheme for the system.

2. You can also tap "Wallpaper colors" or "Custom" and pick a color scheme you like.

Adjusting Quick Settings icon styles

Quick Settings offers various icon styles for you to choose from.

★ **Operation path**

1. Go to "Settings > Wallpapers & style > Quick Settings."

2. There are six icon styles available for "Quick Settings". You can select your favorite one.

Video ringtone settings

When you set a video as a ringtone, your phone will play the video when you receive a call.

★ **Operation path**

1. Go to "Settings > Wallpapers & style > Video ringtones" to set a video ringtone.

ColorOS

2. Alternatively, go to "Settings > Sound & vibration > Ringtone > Video ringtones".

3. Choose your favorite video and tap "Apply".

Edge lighting

After you turn on Edge lighting, whenever you receive a notification, the screen will automatically light up with an ambient breathing light effect, going from dark to light. This is a whole new way of notifying you of new messages, without setting ringtones.

★ **Operation path**

Go to "Settings > Wallpapers & style > Edge lighting and choose your favorite colors for notifications and enable the Edge lighting feature."

You can also turn on the following features to see more light effects:

- Turn on "Also apply to incoming calls", so the screen will also automatically light up with an ambient effect when your phone receives a call.

- Edge lighting will not be shown if "Wake screen when a notification is received" is turned on.

Setting fingerprint animation

The system provides a variety of fingerprint animations to make your fingerprint icon more interesting while unlocking the screen.

★ **Operation path**

1. Go to "Settings > Wallpapers & style", find the "USER INTERFACE" area, and tap "Fingerprint animation".

2. Select your favorite fingerprint animation.

Home screen and Lock screen

Setting up app layout

You can set up app layout to group similar Home screen icons and widgets into one screen, which is aesthetically pleasing and easy to operate.

★ **Operation path**

- Go to "Settings > Home screen & Lock screen" and follow the procedure shown below to set up your Home screen.

  ◦ Tap "Home screen layout" to choose the layout of icons. Tap "Apply" when you're done.

  ◦ Turn on "Icon autofill", so once an app icon is removed or deleted, another app icon will automatically fill its place.

  ◦ Turn on "Icon pull-down gesture" to operate your phone with one hand. On the Home screen, swipe up from the lower-left or lower-right corner and hold to pull down and minimize all icons. Slide your finger to the target icon to open the app.

  ◦ Tap "Swipe down on Home screen" and select to access "Global Search" or "Notification drawer" when you swipe down on the Home screen.

- Pinch in with two fingers on the Home screen to enter Editing mode.

  ◦ Tap "Widgets" to choose apps, such as Clock, Calendar, Notes, and more.

◦ Tap "Transitions" to choose your page-turning animation and tap "Apply" when you're done.

Setting up Home screen modes

There are three types of Home screen modes.

- **Standard mode**: This is the default Home screen mode. All installed apps are displayed on the Home screen. Touch and hold an app icon to show quick actions.

- **Drawer mode**: Swipe up on the Home screen to enter the app drawer, where you can see all installed apps. Drag an app out of the drawer to display it on the Home screen.

- **Simple mode**: Simple mode features a simpler Home screen layout, larger icons, and larger fonts.

★ **Operation path**

Go to "Settings > Home screen & Lock screen > Home screen mode" to select "Standard mode" or "Drawer mode".

To enter Simple mode, go to "Settings > Special features > Simple mode".

Pocket mistouch prevention

Accidental screen touches can occur when your phone is in your pocket or backpack. To prevent such unintended operations, you can turn on Pocket mistouch prevention.

★ **Operation path**

Go to "Settings > Home screen & Lock screen" and turn on "Pocket mistouch prevention".

ⓘ This feature only works with certain models. Please refer to the actual display for details.

Display and brightness

Screen brightness and color settings

★ **Operation path**

Go to "Settings > Display & brightness" to adjust display settings.

- **Mode**: Select "Light mode"/"Dark mode", or turn on "Scheduled", which automatically switches between Light mode and Dark mode based on the time of day.

- **Brightness**: Drag the brightness adjustment slider to adjust screen brightness, or turn on "Auto brightness" so that your phone will automatically adjust the screen brightness for current light conditions.

- **Screen color mode**: Vivid mode, Natural mode, and Pro mode are available.

- **Font and display size**: Set the font and screen display size.

- **Nature Tone Display**: This feature automatically adjusts screen color temperature in response to ambient lighting to minimize eye strain and give you a more relaxing experience.

- **Auto rotate**: This feature automatically switches between Landscape mode and Portrait mode based on the orientation of your phone.

- **Full screen for apps**: You can enable this feature for some apps to increase the display area. There are two modes available, "Hide front camera" and "Full screen display".

Turning on Image sharpener

The video you are watching is blurry? Improve the video quality with one tap in Image sharpener for a better viewing experience.

★ **Operation path**

1. Go to "Settings > Display & brightness" to turn on "Image sharpener".

2. Tap "Supported apps" to view apps that support by this feature.

ⓘ This feature will increase power consumption.

Turning on Video Color Boost

Video Color Boost utilizes the SDR-to-HDR technology to bring more vibrant colors and finer dark details to SDR videos for a better viewing experience.

★ **Operation path**

1. Go to "Settings > Display & brightness" to turn on "Video Color Boost".

2. Tap "Supported apps" to view apps where you can use this feature.

ⓘ This feature will increase power consumption.

Turning on Eye Comfort

To minimize eye discomfort from prolonged screen time, you can turn on Eye Comfort mode to reduce the amount of blue light from the screen and prevent eye strain.

★ **Operation path**

- Swipe down from the top of the screen to open Quick Settings (Swipe it down again to expand it), and tap the Eye Comfort icon to turn on Eye Comfort mode.

- You can also turn on "Eye Comfort" and set color temperature and display effects based on your preferences in "Settings > Display & brightness > Eye Comfort".

Adaptive Sleep

Adaptive Sleep keeps your screen on while you're looking at it.

★ **Operation path**

Go to "Settings > Display & brightness > Adaptive Sleep" and turn on "Adaptive Sleep".

Adjusting screen resolution

Your display looks different when you change your screen resolution. The higher the resolution, the sharper the display quality. The display quality degrades when you lower the resolution, but the system consumes less power, resulting in longer battery life.

★ **Operation path**

1. Go to "Settings > Display & brightness > Screen resolution".

2. Choose a screen resolution.

ⓘ This feature is only available on some models. Please refer to the actual device for its final functions and features.

Adjusting screen refresh rate

Your display looks and responds differently when you change your screen refresh rate. A higher refresh rate gives you a smoother image quality and control. This makes for a better gaming experience, but higher refresh rates drain the battery faster. A standard refresh rate is more than capable of handling your everyday use with a better battery life performance.

★ **Operation path**

1. Go to "Settings > Display & brightness > Screen refresh rate". You can choose "Auto select", "Standard", or "High".

2. If you want a higher fresh rate, choose "High", tap "App-specific refresh rate" and customize refresh rates (60 Hz, 90 Hz, or 120 Hz) for individual apps.

ⓘ This feature may vary across different models and versions. Please refer to the actual device for its final functions and features.

Sounds and vibration

Setting sounds and vibration

You can increase or decrease the volume of incoming calls, messages, media, and alarm clocks, so they're not uncomfortably loud or so quiet that you miss them.

★ **Operation path**

Go to "Settings > Sounds & vibration" to adjust the volume of media, ringtones, notifications, and alarms.

When you want to avoid disturbing people around you, for example, during a meeting, enable the "Silent" mode. In this mode, when you receive a message, your phone screen will light up rather than ringing.

If you enable "Vibrate on ring" or "Vibrate on silent", your phone will vibrate and the screen will light up when you receive a call or message.

Changing the ringtone

The phone typically uses the system's default ringtone as the alert for new messages. However, you can change it to a more recognizable tone.

★ **Operation path**

Go to "Settings > Sounds & vibration" and set up your preferred "Ringtone", "Message tone", and "Notification tone".

You can use locally stored music, system ringtones, or those offered by the Theme Store.

(i) In some system versions, we have added "Aquamorphic themes" to provide you with a series of soothing, natural ringtones.

Holo Audio

When multiple audio streams are playing, Holo Audio allows you to customize the spatial location of each audio stream using Spatial Audio technology. This delivers a new listening experience where independently controllable audio streams play in parallel without interfering each other and you can easily distinguish between them.

Turn on Holo Audio to listen to your favorite tunes while gaming, or catch an episode of your favorite show while chatting with your friend over the phone.

★ **Operation path**

1. Go to "Settings > Sounds & vibration > Holo Audio" and turn on "Holo Audio".

2. You can select the "Auto" or "Custom" mode.

   • Auto: In this mode, the best spatial location is automatically allocated to each audio stream.

   • Custom: You can tap an audio stream to customize its spatial location.

(i) This feature is only available on some models. Please refer to the actual device for its final functions and features.

In-ear monitoring

In-ear monitoring uses headphone hardware and mobile phone software to provide low-latency and advanced reverberation effects. After this feature is turned on, you

can use your headphones to hear how your singing and music effects sound in real time.

★ Operation path

1. Go to "Settings > Sounds & vibration > Additional settings > In-ear monitoring".

2. Turn on "In-ear monitoring" for supported apps.

3. If your headphones are connected to the device when launching an app, an "In-ear monitoring" floating window will appear. There, you can adjust settings such as the in-ear monitoring volume, reverberation, voice changer, and equalizer.

4. If you want to record with effects such as reverberation and changed voice, you can turn on "Keep in-ear monitoring the same as recording".

ⓘ Once you have turned on In-ear monitoring on your phone, please don't forget to turn off in-ear monitoring provided by other apps or external devices to ensure there are no conflicts with this function.

Dolby Atmos

Dolby Atmos offers you a more immersive 3D audio-visual experience. Dolby Atmos is enabled by default in Speaker mode. You can choose to disable it while using headphones.

In addition to the Smart mode, Dolby Atmos is also optimized for movies, games, and music. You can choose the mode that suits you best based on the intended use.

★ Operation path

Go to "Settings > Sounds & vibration > Dolby Atmos" and select the scene/sound profile that suits you.

ⓘ This feature is only available on some models. Please refer to the actual device for its final functions and features.

Setting tones

★ **Operation path**

Go to "Settings > Sounds & vibration > More sounds" to turn on or off system sounds as needed.

💡 When you connect your phone to the charger, the phone will beep. However, if you put your phone in Silent or Do Not Disturb mode, the phone will not beep.

Notifications & status bar

Setting notification styles

Notifications can come in 3 forms: Lock screen notifications, banner notifications, and app icon badges.

★ **Operation path**

Go to "Settings > Notifications & status bar" to complete the following setups.

- **Lock screen notification:** You can choose whether to allow a pull-down notification drawer while the screen is locked, show content and source for new notifications, or wake the screen for notifications.

- **Banner notification:** You can choose to allow replying to messages in floating windows. You can also turn on "Simplify banner notifications when using an app in full screen".

- **App icon badges:** You can choose to display Home screen app badges with numbers, dots, numbers-and-dots, or none.

Smart notification hiding

When you check your phone in public, such as in elevators and on subways, you may worry that others will see your sensitive information from your phone's notifications.

Turn on the Smart notification hiding feature to use the front camera to detect faces. When it detects someone other than you is looking at the phone, it will hide the notification content to prevent leaks.

★ **Operation path**

Go to "Settings > Notifications & status bar", tap "Smart notification hiding", and enter your facial data to turn on this feature.

Additional notification drawer settings

Notification drawer lets you manage app notification permissions and customize how app notifications are displayed.

★ **Operation path**

- Go to "Settings > Notifications & status bar > More settings", and turn on "Display data usage in notification drawer", "Allow notification snoozing", "Reduce notification feedback", and "Notification history".

- You can also choose to turn on "Smart notification hiding" to hide banner notification content and protect your privacy.

Setting up the status bar

The status bar on the top of the screen displays information such as network, carrier, time, and battery level. You can swipe down from the status bar to access quick switches, such as mobile data, Wi-Fi, Silent mode, Bluetooth, and more.
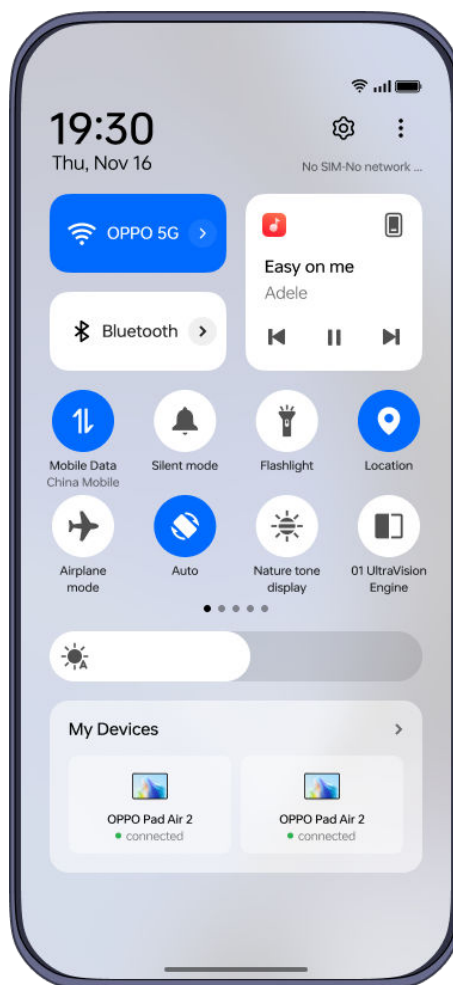
★ **Operation path**

Go to "Settings > Notifications & status bar", and you can set the "Notification icons", "Battery style", and "Battery percentage", according to your preference.

ColorOS

In the "Status bar icons" module, turn on "Real-time network speed" to show the current internet speed, and you can select the other feature icons you want to view in the status bar.

Do Not Disturb

You can turn on Do Not Disturb if you don't want incoming calls or messages to interrupt your work or breaks. Incoming calls and messages will be muted and there won't be any banner notifications.

★ **Operation path**

Swipe down from the status bar to open Quick Settings (swipe down again to expand it) to turn 🌙 on or off. Alternatively, you can go to "Settings > Sounds & vibration > Do Not Disturb" to turn "Do Not Disturb" on or off.

After Do Not Disturb is turned on, the 🌙 icon will appear in the status bar. You can find notifications in the notification drawer and on the Lock screen when Do Not Disturb is on.

Scheduling Do Not Disturb

★ **Operation path**

1. Swipe down from the status bar to open Quick Settings, and touch and hold 🌙 to enter the "Do Not Disturb" screen. Tap "Schedules".

   Or go to "Settings > Sounds & vibration > Do Not Disturb > Schedules".

2. Tap "Sleep" to specify a period when Do Not Disturb is on and how the event repeats.

3. You can also tap ＋ to schedule multiple time periods for Do Not Disturb.

Calls and messages in Do Not Disturb mode

When Do Not Disturb is on, ringtones and alerts for calls and messages will sound normally for specified contacts, so you don't miss any critical events.

★ **Operation path**

Go to "Settings > Sounds & vibration > Do Not Disturb" to turn on "Do Not Disturb" or schedule it in "Schedules".

- Tap "Contacts" and select contacts of allowed types. Ringtones and alerts for calls and messages from these types of contacts will sound normally when Do Not Disturb is on.

- Tap "Apps" and select which apps are allowed to send you notifications while Do Not Disturb is on.

Password and security

Facial recognition

Unlocking App Lock and Private Safe with your face

Your face data can be used for a number of purposes, such as unlocking App Lock, accessing Private Safe, and verification when installing a new app or making an SMS payment.

★ **Operation path**

1. Go to "Settings > Password & security > Face" and enter the Lock screen password.

2. Turn on "App Lock" or "Private Safe" as needed and follow the prompts to set or enter the privacy password.

Unlocking to enter the Home screen with your face

When you add your face for unlocking your phone, "Enter Home screen after unlocking" is turned on by default. After you unlock your phone, you will enter the Home screen. If you want to enter the screen before the lock, you can turn off this feature.

★ **Operation path**

1. Go to "Settings > Password & security > Face" and enter your Lock screen password.

2. Turn off "Enter Home screen after unlocking".

Do not use face unlock when your eyes are closed

Turn on this feature to prevent others from unlocking your phone with your face while you are sleeping.

This feature is turned on by default. You can follow the path below to confirm.

★ **Operation path**

1. Go to "Settings > Password & security > Face" and enter your Lock screen password.

2. Make sure that "Require eyes to be open" is turned on.

Brightening the screen when unlocking with face in dim light

Brightening the screen in dim light can improve the success rate for facial recognition.

★ **Operation path**

1. Go to "Settings > Password & security > Face" and enter your Lock screen password.

2. Turn on "Brighten screen in dim light".

Fingerprints

Using your fingerprint to access App Lock and Private Safe

You can also use your fingerprint to access the App Lock and Private Safe.

★ **Operation path**

1. Go to "Settings > Password & security > Fingerprint", and enter your Lock screen password.

2. Turn on "App Lock" and "Private Safe".

Safety and emergency

Emergency SOS

As a phone manufacturer, we are highly concerned about your personal security. In the event of a serious or life-threatening emergency, this feature will allow you to send messages for help even when the screen is off.

★ **Operation path**

ColorOS

Go to "Settings > Safety & emergency" and accept the terms of service to turn on this feature.

- In the event of an emergency, press and hold the Power button to enter the power off page, where you can select Emergency SOS.

- In the event of an emergency, swipe up on the Lock screen to enter the emergency call page.

Emergency calls

Make emergency calls to get help quickly.

Press the power button 5 times in quick succession, and the emergency contact information will appear on the screen. Select the number you want to call.

You can also turn on "Emergency SOS". Select a number as the default emergency number. When you press the Power button 5 times in quick succession , the system will automatically call the number after 3 seconds.

★ Operation path

Go to "Settings > Safety & emergency" and turn on "Emergency SOS".

Setting emergency contacts

There are 3 emergency numbers by default: 110 (police), 119 (fire), and 120 (emergency medical).

You can add up to additional 3 emergency contacts and send them messages that include your location in the event of an emergency.

★ Operation path

ColorOS

Go to "Settings > Safety & emergency > Emergency contacts".

Emergency sharing

You can turn on the Emergency sharing feature. The emergency message with your location information will be sent to your emergency contact.

★ **Operation path**

Go to "Settings > Safety & emergency > Emergency sharing", and turn on "Auto send SMS with location".

Turn on the "Emergency Services Assistant" feature. When you call a public emergency number, the system will turn on Location Services, Mobile data, and Wi-Fi to determine your current location, regardless of whether or not you have enabled these features on your phone.

The feature will also notify the police of your current location, phone number, and other frequently used device information so that they can respond swiftly to ensure your safety.

Battery

Smart charging

Smart charging is a feature designed to protect your battery. Your device learns your charging habits and adjusts charging patterns accordingly to slow down battery aging.

ColorOS

For example, when you charge your device at night, the charging will pause when the battery level reaches 80% and resume to make sure it reaches 100% right before you get up. This helps extend your phone's battery life.

★ **Operation path**

Go to "Settings > Battery > Battery health > Smart charging" and turn on smart charging.

ⓘ This feature may vary across different models and versions. Please refer to the actual device for its final functions and features.

Reverse wireless charging

Through Reverse wireless charging, you can use your phone to charge devices (such as phones, tablets, watches, and bands) that support wireless charging.

★ **Operation path**

Go to "Settings > Battery > Reverse wireless charging" and turn on this feature. Put a device that supports wireless charging on the back of your phone to start charging it.

When the battery level is lower than 25%, Reverse wireless charging will be unavailable.

ⓘ This feature only works with certain models. Please refer to the actual display for details.

Power saving mode

When you are running low on battery and have no power source nearby for charging, you can turn on Power saving mode to conserve battery power and extend battery life.

★ **Operation path**

1. Go to "Settings > Battery > Power saving mode".

2. Set the sub-features of Power saving mode:

   • If you enable "Automatically turn off Power saving mode when the battery is charged to 90%", your phone will automatically exit Power saving mode when it is charged to 90%.

   • If you enable "Turn on at specified battery level", Power saving mode will be automatically turned on when the battery reaches a set level.

3. By tapping "Default optimizations", you can manage specific optimizable items.

ⓘ The battery icon in the upper-right corner will be yellow when Power saving mode is on, and it will switch back when this mode is turned off.

Super power saving mode

Super power saving mode limits the number of apps that can be used and strictly controls background activity to extend battery life for as long as possible and to alleviate your low-battery anxiety.

ColorOS

When your phone battery drops to 10% or 5%, you will be prompted to turn on Super power saving mode. You can also turn it on anytime you want in Settings.

★ **Operation path**

Go to "Settings > Battery > Power saving mode" and turn on "Super power saving mode".

In Super power saving mode, you will only be able to use a certain number of apps (such as Phone and Messages). Tap ⊡ or touch and hold an app to enter editing mode and remove apps. Tap ＋ to add apps.

To exit Super power saving mode, you can tap the Exit button in the upper-left corner.

High performance mode

When playing a graphics-intensive game, you can turn on High performance mode to get the best possible performance out of your device.

★ **Operation path**

Go to "Settings > Battery > More settings" and turn on "High performance mode".

It may increase power consumption and cause your phone to heat up. Turn on this feature only when necessary.

Managing battery-draining apps

Go to "Settings > Battery > Battery usage details" to view your battery usage for the last 24 hours.

Go to "Settings > Battery > More settings > App battery management" and select apps to manage power consumption.

ColorOS

- You can turn off "Allow foreground activity" to save battery power. However, the app may not run properly and app notifications may be delayed.

- If you turn on "Allow background activity", background activity of the app will be restricted, but this may consume more battery power.

Saving power with one tap

The system automatically detects power consumption issues on your phone. You can use the "Save power" feature to optimize battery usage and extend battery life with just one tap.

★ **Operation path**

1. Go to "Settings > Battery" to view the current battery level and the battery usage for the last 24 hours.

2. Tap "Battery usage details" to view how long an app has run and how much power it has consumed.

3. Tap "Optimize battery usage > Save power" to detect power consumption issues and extend battery life.

Sleep standby optimization

Turning on Sleep standby optimization will switch your phone to a low-power state while you sleep, reducing the frequency of push notifications to extend battery life.

★ **Operation path**

Go to "Settings > Battery > More settings" and turn on "Sleep standby optimization".

ColorOS

Low battery alert

When your phone battery level drops below 20%, a low battery alert will pop up. You

can turn on "Power saving mode" to optimize power usage.

Digital Wellbeing & parental controls

Kids mode

Using Kids mode to help children grow

Kids mode is a dedicated space for children. It provides the following services:

- **Dedicated Home screen**

  Add child-friendly apps to create a digital space your child will love.

- **Healthy screen time habits**

  Set screen time limits for your child to prevent device overuse.

- **Eyesight protection**

  Monitor your child's sitting position and distance from the screen to help

  them use electronic devices appropriately and keep nearsightedness at bay.

ColorOS
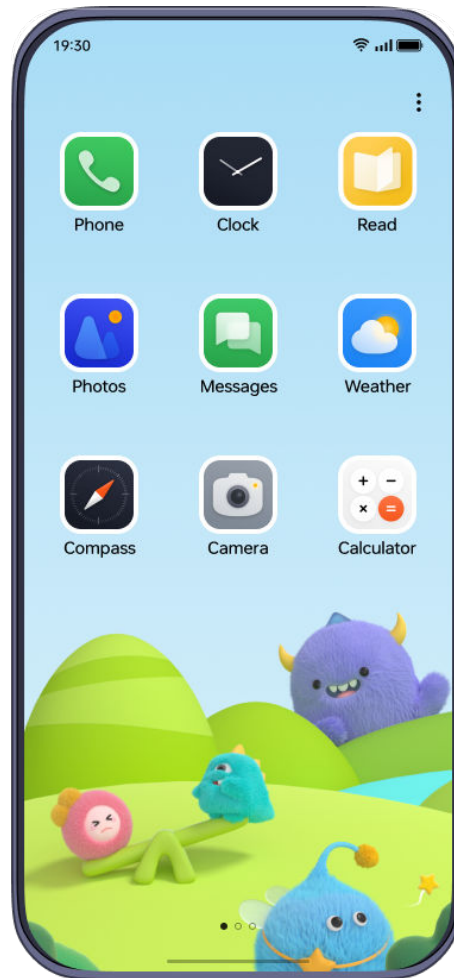
★ **Operation path**

Go to "Settings > Special features > Kids mode" and follow the prompts, then you can choose the allowed apps, limit the screen time, and set the network and Eye Comfort to complete the setup of Kids mode.

Parental controls in Kids mode

Parental controls can keep their kids from being addicted to mobile games or other inappropriate apps that could negatively impact their schoolwork and social lives by setting stringent limits on their phone usage and screen time with the "Parental controls " feature.

★ **Operation path**

1. In Kids mode, tap " ⋮ > Parental controls" in the upper-right corner, verify the Lock screen password, and then enter the Parental controls page.

2. You can turn on or off Wi-Fi and mobile network for Kid mode.

3. Tap "Added apps" to set apps that you allow your kids to access.

4. Tap "Time limit" to select a time period. When the allowed time expires, Kids mode will automatically be exited and the screen will be locked.

5. Tap "Eyesight protection" to detect the ambient light, the kid's sitting posture, and distance, and send reminders if the kid is not sitting correctly. You can also turn on "Eye-protecting display" to filter blue light.

💡 You can also turn on "Create Home screen shortcut", so you can find the app quickly.

Turning on Zen Space

Zen Space helps you stay focused by limiting the use of apps and minimizing distractions from notifications.

In Zen Space, you can enter the default Zen spaces or create new spaces.

Deep Zen: You can only use your phone to take photos or receive calls and make emergency calls. Deep Zen cannot be exited once started.

Light Zen: You can still use selected apps and you can exit Light Zen anytime you like. You can also set up Light Zen spaces for work, study, or other activities.

★ Operation path

1. Go to "Zen Space" and tap a space to customize its space name, duration,

    allowed apps, and wallpaper and background sounds.

2. Tap "Start" to enter the selected space.

Additional settings

Setting languages and regions

★ **Operation path**

1. Go to "Settings > Additional settings > Language & region" and view the

    languages and regions supported by the system.

2. Tap "Edit" to select the language you want to use and tap ⊕ on the right

    side to set a language as the default system language.

3. Drag a language to the top to make it your system default language. If an app

    or website does not support this language, the next supported language in

    the list will be used instead.

4. Tap "Region" to choose a region.

Setting date and time

Time and dates displayed on your phone are network-synchronized and can be

changed manually if necessary.

★ **Operation path**

Go to "Settings > Additional settings > Date & time" and then you can set up date and

time on your phone.

ColorOS

- Tap "Time format" to choose a time format, either 12-hour clock or 24-hour clock, based on your use preference.

- Turn on "Set time automatically" and "Set time zone automatically". If there is an error, you can turn off these features and set time manually.

- Tap "Dual clock" to set one more clock of another time zone.

Using Gestures & motions

After Gestures & motions is turned on, you can swiftly operate your phone without turning on the screen. For example, you can answer a phone call by lifting your phone to your ear.

★ **Operation path**

Go to "Settings > Additional settings > Gestures & motions".

- Turn on "Raise to wake" to automatically wake the screen when you lift your phone.

- Turn on "Lift to ear to answer calls" to automatically answer calls when you lift your phone to your ear.

- Turn on "Auto switch to receiver" to automatically switch to the receiver when you lift your phone to your ear.

- Turn on "Flip to mute incoming calls" to mute an incoming call when you flip your phone.

Accessibility

Accessibility Menu

You can set a shortcut for Accessibility Menu and use this large onscreen menu to control your phone. From the menu, you can lock your screen, adjust the volume and brightness, take screenshots, and more.

★ **Operation path**

Go to "Settings > Additional settings > Accessibility > Accessibility Menu" and tap "Shortcut". A green icon will appear in the lower-right corner on the screen. Tap the icon to bring up the menu with frequently used functions.

Pressing Power button to end calls

Turn on "Press Power button to end calls" so you can quickly end a call by pressing the Power button.

ColorOS
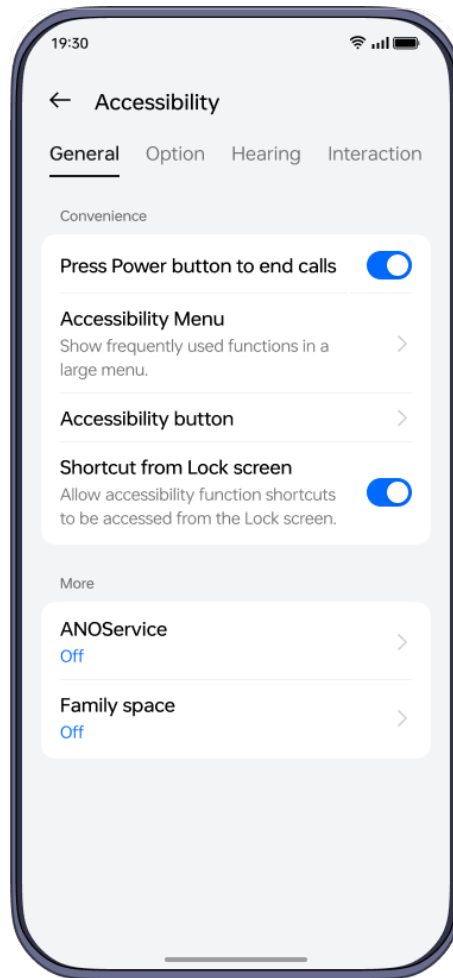
★ **Operation path**

Go to "Settings > Additional settings > Accessibility > Press Power button to end calls" and turn on this feature.

ⓘ When you have an incoming call, whether "Press Power button to end calls" is turned on or not, you can decline the call by pressing the Power button. (Press the Power button once to turn off ring or vibration, and press it a second time to decline the call.)

ColorOS

Turning on TalkBack

TalkBack gives spoken feedback for what you tap, select, and activate on the screen, so that you can use your device without looking at it. It is ideal for visually impaired people.

★ **Operation path**

1. Go to "Settings > Additional settings > Accessibility > Vision" and turn on "TalkBack".

2. Once this feature is on, you can control your phone with the following gestures:

   - Swipe right or left to switch between items.

   - Double-tap an item to activate it.

   - Drag with two fingers to scroll the screen.

1. Tap ⬡ in the upper-right corner to customize TalkBack settings, such as text-to-speech settings, verbosity, gestures, and more.

2. Press and hold the Volume Up and Down buttons for more than 3 seconds to turn off TalkBack.

Turning on Select to Speak

After turning on Select to Speak, you can tap text selected on the screen to have it read to you.

★ **Operation path**

ColorOS

Go to "Settings > Additional settings > Accessibility > Vision > Select to Speak" and turn on "Select to Speak". Select one or more pieces of text and tap the Play button to hear the text read aloud.

Color vision enhancement

"Color vision enhancement" helps you to differentiate colors if you have problems telling different colors apart. It provides multiple color enhancement schemes for a better viewing experience.

In addition, you can take a color vision test to determine the type and degree of your color vision deficiency and select the best color display settings for you based on your test result.

★ **Operation path**

1. Go to "Settings > Additional settings > Accessibility > Vision > Color vision enhancement" and turn on "Color vision enhancement".

2. According to your own condition, you can select from "Grayscale", "Red filter", "Green filter", or "Blue filter" and adjust the intensity.

3. Tap "Personalized " to complete a color vision test and the system will automatically adjust the screen color based on the test result.

ⓘ This feature may vary across different models and versions. Please refer to the actual device for its final functions and features.

Turning on Magnification

By turning on Magnification, you can quickly zoom in on the screen so that the content can be displayed more clearly.

ColorOS

★ **Operation path**

1. Go to "Settings > Additional settings > Accessibility > Vision > Magnification", and tap "Shortcut" to turn on Magnification and select a shortcut.

   - Accessibility button: Tap the Accessibility button on the screen.

   - Hold volume keys: Press and hold both volume buttons for 3 seconds.

   - Triple-tap screen: Tap the screen 3 times in quick succession.

2. Tap "Magnification type" and choose how to magnify.

3. On the page that needs to be magnified, use the selected shortcut to activate Magnification. Drag with two or more fingers to Triple-tap screen. Pinch in or out with two or more fingers to zoom.

4. Use the selected shortcut again to turn off Magnification.

Color inversion

Color inversion inverts colors on your screen. For example, black text against a white background becomes white text against a black background. Colors in images and videos will also be inverted.

★ **Operation path**

1. Go to "Settings > Additional settings > Accessibility > Vision > Color inversion" and turn on "Color inversion".

2. Tap "Shortcut". You can follow the onscreen prompts to assign the volume buttons or the accessibility button as a shortcut to urn on this feature.

High contrast text

Turning on High contrast text will change the text color to black or white, making the

text displayed on the device easier to read.

★ **Operation path**

Go to "Settings > Additional settings > Accessibility > Vision" and tap "High contrast

text" to turn on this feature.

Accessibility interaction features

People with motor impairments can improve the efficiency of their phone use by

using accessibility interaction features.

Accessibility interaction features allow you to control your phone or tablet using one

or more switches. Use switches to select items, scroll, enter text, and more.

★ **Operation path**

Go to "Settings > Additional settings > Accessibility > Interaction" and follow the

prompts to set touch delay, switch control, response time, and other features based

on your needs.

Assistive Ball for quick actions

The Assistive Ball is a translucent ball floating on the screen. You can drag it

anywhere on the screen.

You can use the Assistive Ball for actions such as navigating between screens or

taking screenshots.

★ **Operation path**

ColorOS

1. Go to "Settings > Additional settings > Assistive Ball".

2. Turn this feature on or off using the "Assistive Ball" switch.

Assistive Ball provides two modes: gestures and menu options.

Using the Assistive Ball menu

When Assistive Ball is turned on, select "Tap menu". Tapping the Assistive Ball will display 5 buttons for the following actions:

- Go back

- Take a screenshot

- Recent tasks

- Lock screen

- Home screen

On the Assistive Ball settings page, you can tap a button in the Menu section and change its action on the "Custom menu" screen that appears.

Gesture control for Assistive Ball

When Assistive Ball is turned on, select "Gesture operations" to enable the following actions:

★ **Operation path**

- **Tap:** Go back

- **Double-tap:** Recent tasks

- **Touch and hold:** Home screen

You can customize gestures based on your frequency of use and preferences.

(i) Each gesture corresponds only to one action.

Customizing the Assistive Ball

You can make the following customizations to the Assistive Ball:

- Drag the Assistive Ball to move it around

- Adjust its opacity

- Set the Assistive Ball to automatically hide itself in full screen mode

(i) When the Assistive Ball is hidden, swipe down from the top of the screen to unhide it.

Air gestures

Use Air gestures to control your phone without touching it when your hands are busy. You can wave to answer phone calls, watch short videos, and more.

★ **Operation path**

1. Go to "Settings > Additional settings > Gestures & motions" and turn on "Air gestures".

2. With Air gestures, you can answer phone calls and scroll pages. To scroll up/down the screen in an app, you need to turn on this feature for the app.

(i) • You can learn how to use Air gestures on the "Air gestures" page.

- This feature requires hardware support and is only available on some models.

ColorOS

Power-on/off or restart

Turning on and off or restarting your phone

★ **Operation path**

Go to "Settings > Additional settings > Power Button > Press and hold the power button", you can choose to bring up the "Power Menu" or activate the "Voice Assistant" by pressing and holding the Power button.

If you select the Power Menu option, you can press and hold the power button until the Power Menu pops up, and tap "Power off" or "Restart".

If your phone doesn't work and won't turn off normally, you can force start it by pressing and holding the Power and Volume Up buttons for more than 10 seconds.

ⓘ Go to "Settings > Security & Privacy > More security & privacy > Require password to power off". You will then need to enter your Lock screen password whenever you power off your phone.

Setting auto power on/off

Use the Schedule power on/off feature to power your phone on and off at set times, to save power and prevent interruptions while resting.

★ **Operation path**

Go to "Settings > Additional settings > Schedule power on/off" to set the power on and off times.

Your phone will power on and off automatically at the specified times.

ColorOS

Back up and reset

Resetting phone

You can choose to reset network settings, reset all settings, erase contacts and call logs stored on this phone (contacts stored on the SIM card will be retained), erase SMS and MMS messages stored on this phone (SMS messages stored on the SIM card will be retained), or erase all data.

★ **Operation path**

1. Go to "Settings > Additional settings > Back up and reset > Reset phone".

2. On the "Reset phone" page, follow the onscreen instructions to reset settings or erase data as needed, and enter your Lock screen password.

3. If you tap "Erase all data", your phone will be restored to factory settings and all your data will be erased. Please act with caution.

Local data back-up and restoration

Local data backup

You can back up your phone data to internal storage to prevent data loss. It is recommended to only backup small volumes of data.

★ **Operation path**

Go to "Settings > Additional settings > Back up & migrate > Local backup", tap "New backup", then follow the prompts to back up your data locally.

Local data restoration

ColorOS

If you have already backed up your data locally, you can choose the corresponding backup time to restore data.

★ **Operation path**

Go to "Settings > Additional settings > Back up & migrate > Local backup", select the time point that you want to restore your data to, then tap "Start".

Turning on One-handed mode

One-handed mode allows you to touch the upper part of the large screen more easily. You can also pull down app icons to open apps with just one hand.

★ **Operation path**

Go to "Settings > Additional settings > One-handed mode" and turn on "One-handed mode".

Swipe down from the bottom of the screen to enter One-handed mode.

Swipe up or tap the blank area at the top of the screen to exit.

ⓘ This feature works only when Gestures is set as the system navigation method.

Go to "Setting > Home screen Lock screen" , and turn on " Icon pull-down gesture".

About device

Upgrading

Auto-update the system overnight

After the Auto update overnight feature is turned on, your phone will automatically update between 2:00 AM to 5:00 AM.

★ **Operation path**

1. Go to "Settings > About device", and tap the Official version widget.

2. Tap " ⋮ > Auto update" in the upper-right corner, and turn on "Auto update overnight".

ⓘ This function is not available for major software updates. You will need to update manually.

Updating your phone system online

System updates can fix some known issues, improve system performance and stability, and introduce some new features. It is recommended that you perform updates in a timely manner.

★ **Operation path**

1. Go to "Settings > About device".

2. Tap the version number at the top to check for updates and download it if any update is available.

ColorOS

(i) • It is recommended that you use Wi-Fi to download the update. During the update, do not touch the Power button or perform any other operations. Please wait for the update to complete.

• It is normal for your phone to heat up slightly during the update. Once the update is complete, your phone will quickly cool back down.

Installing the update package

In addition to OTA upgrades, you can also download and install an update package.

★ **Operation path**

1. Download an update package from an official channel, go to "Settings > About device", and tap the Official version widget at the top.

2. Tap ⋮ in the upper-right corner. Then tap "Local install" and select the update package that you have downloaded for installation and upgrade.

(i) If the update fails, please back up your phone data and go to an official service center for help.

Viewing device information

You can view your device name and its configuration data, including its system version, Android version, Processor, RAM, Storage, Version number, Baseband version, Kernel version, and more.

★ **Operation path**

1. Go to "Settings > About device", and tap the system version widget at the top, so you can view the current version information and check for updates.

2. Tap "Status" to check the phone's IP address, SIM card status, and more.

RAM expansion

When your phone is running low on RAM, you can turn on RAM expansion and use part of the storage space to expand your RAM to improve system performance.

★ **Operation path**

Go to "Settings > About device > RAM > RAM expansion" and select the size of RAM expansion. The settings will take effect after you restart your device.

Users & accounts

Sharing your phone with multiple users

Often, when multiple users share a mobile phone, things can get messy quickly.

And if you lend your phone to someone, you may be worried about your privacy.

Now, you can turn on Multiple users to avoid these problems and provide separate storage space for each user.

Creating users

You can share your phone with other users by adding new users to your device.

★ **Operation path**

1. Go to "Settings > Users & accounts > Multiple users", and tap "Add user > Add".

2. Enter a username, and tap the ✓ in the upper-right corner. Wait a moment, and tap the newly created username in the user list.

3. Tap "Enter > Switch", and complete the setup process by following the prompts.

ⓘ You can add 3 regular users and 1 guest.

Switching between multiple users

When Multiple users is turned on, you can quickly switch accounts in Quick Setting.

★ **Operation path**

1. When "Multiple users" is turned on, swipe down from the status bar to open the "Quick Settings", and swipe down again to fully expand it. Tap 👤 in the upper-right corner to enter the "Multiple users" interface.

2. Select the icon of the user that you would like to switch to, and tap "Switch".

ⓘ You can add a maximum of 4 users.

Managing user permissions

When the "Multiple users" function is turned on, the device owner can manage the permissions of other users.

★ **Operation path**

1. Go to "Settings > Users & accounts", and select the accounts that you want to manage.

2. Turn on or off "Allow calls and messages" to change the permission.

ColorOS

Deleting a user

You can use your device owner account to delete accounts that are no longer
needed.

★ **Operation path**

1. Go to "Settings > Users & accounts > Multiple users", and select the

   accounts that you want to delete.

2. Tap "Delete user". The users will be deleted after double confirmation.

ⓘ When deleting users, their data will also be deleted. Please back up the data in

   advance.

ColorOS

(i) OS version is constantly updated and functions may vary across different

models and versions. This manual is provided for reference only and does not

constitute any warranty. Please refer to your actual device for its final functions

and features.