



# MOTOROLA edge (2022) USER GUIDE

### Contents Hot topics

#### Get Started First look Insert the SIM card Power on Sign in Connect to Wi-Fi Choose one or more profiles Check your battery charge level Copy data from your old phone Navigate your phone Improve battery life Care for your phone

#### Learn the basics

What's new in Android 13 Home screen Help & more Search Notifications Volume Do not disturb Lock screen Quick settings Speak Gestures Picture-in-Picture

#### Personalize your phone

Redecorate your home screen Add accounts to your personal or work profile. Add another user Discover Moto Digital wellbeing & parental controls

#### Apps

Add and update apps Phone Messages Chrome™ Camera Photos Gmail Meet Moto Family Space Calendar More apps Connect, share, pay & sync

Connect with Wi-Ei Mobile network Connect with Bluetooth wireless Connect to your car Pay with your obone Share files with your computer Virtual Private Network (VPN) Share your data connection by USB cable Share files with Nearby Share Power sharing Print

Sync to the cloud Cast to a TV Airplane mode Protect your phone Security Privacy Google privacy & security App pinning Backup & restore App safety Data usage Troubleshoot your phone Restart or remove an app Restart your phone Check for software update Reset Free up storage Stolen phone Find the IMEI number Accessibility Create a shortcut Make your phone speak Speak to your phone Change your phone's display Change your phone's sounds Hearing aids (U.S. only) Get more help Where is my legal, safety & regulatory information? Service & repairs

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# Hot topics

Tip: Take a tour of your phone's great features. Swipe up from the home screen and tap Moto > = > Tips > Take a tour. Or, tap the floating icon M if it appears on your screen.

- » What's new in Android 13
- » Personalize your phone
- » Quick settings
- » Navigate your phone
- » Add and update apps
- » <u>Camera</u>
- » <u>Moto</u>
- » Protect your phone
- » Speak
- » Connect to Wi-Fi
- » Connect with Bluetooth wireless
- » Connect with Ready For
- » Sync to the cloud

**Tip:** To view all of these topics on your phone, swipe up from the home screen and tap **(2) Settings > Help**. For FAQs and other phone support, visit www.motorola.com/support.



To view the SAR and/or PD values for your phone, visit <u>www.motorola.com/sar</u>.

This product meets the applicable national or international RF exposure guidance (SAR guideline) when used normally against your head or, when worn or carried, at a distance of 5 mm from the body. To meet RF exposure guidelines during body-worn operation, the device should be positioned at least this distance away from the body. The SAR guideline includes a considerable safety margin designed to assure the safety of all persons, regardless of age and health.

To view additional information, visit www.motorola.com/rfhealth.

Caution: Before using your phone, please read the legal information. Swipe up from the home screen and tap (2) Settings > About phone > Legal information.

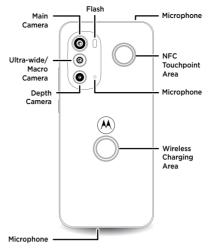
# **Get Started**

- » First look
- » Insert the SIM card
- » Power on
- » <u>Sign in</u>
- » Connect to Wi-Fi
- » Choose one or more profiles
- » Check your battery charge level
- » Copy data from your old phone
- » Navigate your phone
- » Improve battery life
- » Care for your phone

## First look

Let's get started. We'll guide you through startup and tell you a bit about your phone's features.





Note: Certain apps and features may not be available in all countries.

To use a headset, you'll need one with a USB-C connector. If using a 3.5mm headset, you'll need an adapter to connect a 3.5mm connector to USB-C. Headset and adapter may be sold separately.

#### Power button

Choose from these options:

- » Power on/off: Press and hold the Power button, then tap Power off. When your phone is off, press and hold the Power button to turn it on.
- » Sleep/Wake up: To conserve battery power and prevent accidental touches, put the touchscreen to sleep by pressing the Power button. Press it again to wake it up.
- » **Restart:** To restart your phone, press and hold the Power button, then tap **Restart**.

**Tip:** If your phone becomes unresponsive, press and hold the Power button until the screen goes dark and your phone restarts.

Note: To add security to your phone, see Protect your phone.

### Volume buttons

To turn volume up or down:

- » Media volume: Press the volume buttons when your phone is not ringing, or during a song or video, to adjust media volume.
- » Call volume: Press the volume buttons during a call.
- » Ring volume: Press a volume button, then tap ••• and slide the Ring volume bar. Press a volume button when your phone is ringing to silence a call.
- » Notification volume: Press a volume button, then tap ••• and slide the

Notification volume bar.

- » Alarm volume: Press a volume button, then tap ••• and slide the Alarm volume bar.
- » App volume: To set the volume for an app, see Set app volume.

Tip: Tap ••• > Settings to see all Sound & vibration controls. Or tap Done. For more on volume control, see <u>Volume</u>.

## Insert the SIM card

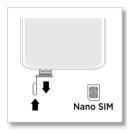
To activate phone service, you might need to insert a SIM card, or this may have been done for you.

Note: Make sure you use the correct size SIM card and don't cut the SIM card.

1 Insert the SIM tool into the SIM tray hole to pop out the tray.

Tip: Refer to the diagram below for tray and hole location.

**2** Insert the SIM card with the gold contacts up, then gently push the tray into the slot.





## Power on

Press and hold the Power button to turn it on, then follow the prompts to get started.



# Sign in

If you use Gmail™, you already have a Google™ account—if not, you can create an account during set up. Signing into your Google account lets you access, sync, and backup your stuff. You can see your Google apps, contacts, calendar, photos, and more.

To make sure your apps are up-to-date, see Add and update apps.

### Tips

- » To add, edit, or delete accounts, swipe up from the home screen and tap 3 Settings > Passwords & accounts.
- » To set up email accounts, see Gmail.
- » For help with your Google account, visit www.google.com/accounts.

## Connect to Wi-Fi

For faster Internet access and to conserve mobile data use, swipe the status bar down. Press and hold **Wi-Fi**, then choose a Wi-Fi network. For full instructions, see <u>Connect with Wi-Fi</u>.

**Note:** This phone supports apps and services that may use a lot of data, so make sure your data plan meets your needs. Contact your service provider for details.

## Choose one or more profiles

You can set up more than one profile on your phone, such as Work and Personal profiles, and add apps and features to each profile. For example, you can add business related apps to your Work profile, and keep social media and gaming apps in your Personal profile.

Note: Some apps may have slightly different features depending on which profile it's connected to.

For details on how to add accounts to different profiles, see <u>Add</u> accounts to your personal or work profile.

## Check your battery charge level

Now is a good time to check if your phone needs to be charged. Swipe down on the home screen to show battery charge level.



Charge your phone using a compatible Motorola charger (may be sold separately). Use of other chargers is not recommended. Insert the charging cable into the charging port (see **First look** for port location). Plug the other end into a power receptacle.

Charge your phone (see **First look** for wireless charging area) using a Qi-certified wireless charger (may be sold separately). Your phone can wirelessly charge another Qi-compatible device, see **Power sharing.** 

**Caution:** Chargers that do not comply with applicable national standards may be unsafe, with risk of death or injury, and may cause slow charging, product damage, or reduced device performance. To view applicable standards and to learn more, visit <u>www.motorola.com/device-legal</u>.

# Copy data from your old phone

During phone set up, you were asked if you wanted to copy data from your old phone to your new phone. If you skipped this you can do it now:

- 1 Make sure both phones are fully charged and turned on.
- 2 On your new phone, swipe down from the home screen. In the notification panel, tap Android Setup > Continue Setup Wizard, then follow the steps to finish data transfer.

Note: Both phones should be connected to the same Wi-Fi network.

## Navigate your phone

### Explore by touch

Use your fingers to find your way around:

- » Tap: Choose an icon or option.
- » Touch and hold: See more options.
- » Drag: Move items on the home screen.
- » Swipe: Scroll through lists or between screens.
- » Pinch or double-tap: Zoom in and out on websites, photos, and maps.
- » Twist: Twist a map with two fingers to rotate it, and slide two fingers up to tilt it.
- » Split screen: Tap , then tap the icon at the top of the screen and tap Split top. Not all apps will work in split screen. To close the split screen, drag the dividing line to the top or bottom of the screen.
- » Menus: When you see ; or , you can tap it to open options for the current screen.
- » Close Keyboard: To close a keyboard, tap 🗸

Tip: To quickly open **Settings**, swipe down twice on the status bar and tap **(**.

### System navigation

Navigate using either gestures or buttons on the screen.

### Navigation buttons

Find it: Swipe up from the home screen and tap (2) Settings > Gestures > System navigation > 3-button navigation

- » Back: Tap Back 🗲 to go to the previous screen.
- » Home: Tap Home to return to the home screen.
- » Recents: Tap Recents to see your recent apps, and tap an app to reopen it. Double-tap to quickly switch between the recently used two apps. To remove an app from the recent list, swipe it up. To scroll the list, swipe right or left.

» **Google Assistant:** Touch and hold Home ● to launch the Google Assistant. Learn more about **The Google Assistant**<sup>™</sup>.

#### Navigation bar

Find it: Swipe up from the home screen and tap (2) Settings > Gestures > System navigation > Gesture navigation

- » Go to the home screen: Swipe up from the bottom of the screen.
- » See recent apps: Swipe up from the bottom of the screen and hold. Tap an app to reopen it. Tap the app icon to see app info or split the screen.
- » Go back a screen: Swipe toward the middle of the screen from the left or right edge.
- » Switch between apps: Swipe left or right on the navigation bar.
- » Launch the Google Assistant: Swipe up diagonally from the bottom corner of the screen to launch the Google Assistant. Learn more about <u>The Google Assistant™</u>.

### Improve battery life

Your phone processes tons of information. Depending on what apps are in use, your phone may use a lot of power.

When your phone is not in use for a period of time, unnecessary background processes are shut down to optimize battery life.

- » To see what's using up battery power, swipe up from the home screen and tap 3 Settings > Battery > Battery usage.
- » To help improve battery life, swipe up from the home screen and tap Settings > Battery > Battery Saver, then tap the switch next to Use Battery Saver to turn it on. When on, your phone's display changes to Dark theme.
- » To limit battery use for apps that you don't use often, swipe up from the home screen and tap 3 Settings > Battery > Adaptive Battery, and turn it on.
- » To charge more efficiently and keep your battery healthy, swipe up from the home screen and tap 3 Settings > Battery > Optimized charging, and turn it on.
- » To protect your battery from being overcharged, swipe up from the home screen and tap 3 Settings > Battery > Overcharge protection, and turn it on.
- » To charge another device with your phone, swipe up from the home screen and tap 3 Settings > Battery > Power sharing, and turn it on. For more, see Power sharing.
- » To show battery percentage in status bar, swipe up from the home screen and tap Settings > Battery, then tap the switch next to Battery percentage to turn it on.

### Battery Tips

To save even more battery life between charges, you could reduce:

» Widgets that stream information to your home screen, like news or

weather.

- » Unused accounts: Swipe up from the home screen and tap is Settings > Passwords & accounts.
- » Recording or streaming videos or music.

## Care for your phone

### Tips

- » Restart your phone each morning to keep it running optimally.
- » When you're near water, consider using a Bluetooth speaker to listen to music from your phone while keeping it safe. For more, see <u>Connect</u> with Bluetooth wireless.
- » Hold your phone firmly when using gestures to open the camera or to turn the flashlight on/off. For more, see <u>Gestures</u>.
- » Don't leave your phone in a hot car on a sunny day. If you do accidentally do this, let your phone cool off before powering up.

### Prevent water damage

Your phone is water and splash resistant, but not completely waterproof. Avoid exposing your phone to pressurized water, salt water or liquids other than fresh water, and do not intentionally submerge it in any liquid. Water and splash resistance are not permanent, and the protection performance may continue to decline due to daily use.

Liquid damage is not covered by your warranty.

To prevent water damage to your phone:

- » Do not expose your phone to pressurized water, salt water or liquids other than fresh water.
- » Dry your phone and ports thoroughly with a soft, clean cloth.
- » Don't try to charge your phone when it's wet.
- » Don't drop, puncture, or scratch your phone, as this could damage the water repellent features.

### Clean your phone

To disinfect your phone:

- » Use wipes or cloths moistened with isopropyl alcohol with a concentration of 70% (specific for electro-electronic products).
- » It is recommended that you turn your phone off to clean it.
- » Avoid moisture in the phone's openings, including the charging port, headset jack, microphones, and speakers.
- » Do not immerse the phone in cleaning agents, and do not use cleaning materials that contain bleach or abrasive agents.
- » Do not use sprays directly on the screen.

# Learn the basics

- » What's new in Android 13
- » Home screen
- » Help & more
- » <u>Search</u>
- » Notifications
- » Volume
- » Do not disturb
- » Lock screen
- » Quick settings
- » Speak
- » Gestures
- » Picture-in-Picture

## What's new in Android 13

Your phone has some new features and a few enhancements.

Apps need your permission to send notifications (see **Notifications**) and the app language can be changed (see **Change app language**). Your media player shows album artwork and a dancing playback bar, on full display. More colors and themed icons let you personalize even more (see **Personalize**). A consolidated Security & privacy settings page helps you better protect your device and data (See **Security** and **Privacy**).

Motorola has increased security, privacy and added <u>Moto Secure</u> to keep your phone and information safer. Create a safe space on your phone where kids can learn and play with the new <u>Family Space</u> app. The Moto app adds a sidebar (see <u>Gestures</u>).

## Home screen

The home screen is what you see when you turn on your phone. From here you can explore apps and more.

Note: Software updates may change the look of your home screen.



### Tips

- » Open app list: From the home screen, swipe up to see all your apps.
- » Return home: To return to the home screen from any location, tap
- » Pages: To add a page, drag an app to the right side of the screen until you see a new page. You can add multiple pages. To see other pages of shortcuts and widgets (if available), swipe the home screen left.
- » Settings: To quickly open common settings, swipe the status bar down. To open more settings, swipe the status bar down again and tap .
- » Customization: To personalize your home screen and other features, see <u>Personalize your phone</u>.

## Help & more

Learn even more about your phone and get support.

Find it: Swipe up from the home screen and tap 🔯 Settings > Help

**Tip:** Some apps have their own help that's specific to their features. Just tap the menu inside the app for details.

## Search

On the home screen, tap 🤳 or 🧙 to search by voice or Google Lens.

Or, tap the Google Search box for a text search. When you type, suggestions appear below the search field:

- » To search for a suggestion, tap it.
- » To search for text in the search field, tap 🔍 on the keyboard.

Tip: To close the keyboard, tap  $\mathbf{\nabla}$ .

#### Learn the basics

Note: For voice search, see Speak.

# Notifications

At the top of the screen, icons on the left notify you about new messages or events. If you don't know what an icon means, swipe the status bar down for details.

When you install and open an app (see **Add and update apps**) you'll be asked if you want to allow the app to send notifications.

Tip: Getting too many notifications? Swipe up from the home screen and tap (2) Settings > Notifications > App Settings. Tap a switch to turn notifications on/off.

 Internet
 11
 Mobile data your notifications.

 Bisetostic
 Do Net Database point notifications

 Android System
 5m

 Good morning!
 6m

 Weather forecast
 20m

 Manage
 Clear all

Note: Your screen may look different.

Tip: To quickly change common settings, swipe the status bar down. For more, see <u>Quick settings</u>.

### **Bubbles**

Easily see and participate in conversations using notification bubbles that float on top of the display.

Find it: Swipe up from the home screen and tap 3 Settings > Notifications > Bubbles, then tap the switch to turn it on.

Then set up bubbles in an app, like **Nessages**. From the home screen tap **Nessages** > your profile picture > **Messages settings** > **Bubbles** > **All conversations can bubble**, Selected conversations can bubble, or Nothing can bubble.

To use, tap a bubble to open and reply to a conversation. Drag the bubble around the screen to move it.

Note: Not all apps support this feature.

### Smart reply

See suggestions based on notification content. For example, a text with an address may show Google Maps as an option.

To turn off Smart reply, swipe up from the home screen and tap

#### Learn the basics

Messages > your profile picture > Messages settings > Suggestions > Smart Reply.

### App notifications

You may see a notification dot on an app. This app notification, or badge, tells you the app has an update or an announcement, such as a new email or a missed call. Touch and hold the app for more information, options, or app shortcuts.

When you install and open an app (see <u>Add and update apps</u>) you'll be asked if you want to allow the app to send notifications, tap **Allow** or **Don't allow**.

### **Privacy notifications**

You may see a privacy notification green dot in the top right of the screen. This privacy notification, tells you the camera or microphone has been accessed.

To control access to your camera or microphone:

- 1 When you see the privacy notification green dot, swipe down the status bar and tap (D) or (1) to see which app is using the camera or microphone.
- 2 To block the app from using the camera or microphone, tap next to Camera access > Manage permissions > Camera > Don't allow, or tap next to Mic access > Manage permissions > Microphone > Don't allow.

### Wireless Emergency Alerts (U.S.)

Wireless Emergency Alerts, also known as CMAS or PLAN, is a U.S. national emergency alert system. Emergency alerts can pop up to tell you about a national or local crisis. After you close an alert, you

can reopen it, swipe up from the home screen and tap 🔯 Settings >

### Notifications > Wireless Emergency alerts.

Tip: Emergency alerts have a special sound and vibration that is two seconds long, followed by one second, then another one second.

To choose which types of alerts you receive, swipe up from the home screen and tap ③ Settings > Notifications > Wireless Emergency alerts. The U.S. and local governments send these alerts through your service provider. So you will always receive alerts for the area where you are, and you won't receive alerts if you're outside of the U.S.

For more, visit <u>www.ctia.org</u> and search "wireless emergency alerts."







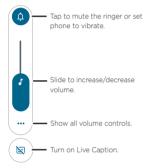
### Status icons

Icons at the top right of the screen tell you about phone status:

Status Icons	
Mobile network strength	🕅 Alarm set
♥?/♥ Wi-Fi in range/connected	🕀 Data Saver on
╋ Airplane mode	Battery Saver on
🕞 Do not disturb	🕅 Wi-Fi hotspot on
Battery charging	Battery fully charged

## Volume

Press the side volume buttons up or down to select a ringer volume and see other controls.



Live Caption 🖃 detects speech on your phone and shows you captions. Tap to turn it on. When a caption shows, touch and hold the caption to move it. Double-tap the caption to expand it. For more, see Live caption.

## Do not disturb

To turn off some or all sounds, swipe the status bar down, and tap  $\bigcirc$  Do Not Disturb. To change Do Not Disturb settings, touch and hold  $\bigcirc$  Do Not Disturb, then select an option:

» People: Allow some people to interrupt when they call, send a message, or start a conversation.

Tip: Create an exception for repeat callers that allows a call to sound from the same person within a 15 minute period, tap **People > Calls > Allow repeat callers**.

- » Apps: Choose the apps that can interrupt you when Do Not Disturb is on.
- » Alarms & other interruptions: Choose whether to hear sounds from alarms, media, keypad, reminders, and calendar events.
- » Schedules: Set a schedule to turn on Do Not Disturb at specific times

during the day or night.

## Lock screen

Your touchscreen is on when you need it and off when you don't.



- » Screen off and on: Press the Power button to turn the screen off and on.
- » Screen lock: To unlock the main lock screen, swipe up from the bottom of the screen. To apply security to the lock screen (recommended), see <u>Screen lock</u>.
- » Notifications: Double-tap a notification to open it.

Tip: To prevent notifications from appearing in the lock screen, swipe up from the home screen and tap () Settings > Notifications > Notifications on lock screen > Don't show any notifications.

- » Lock screen message: To add a message to your lock screen, such as your name in case your phone gets lost, swipe up from the home screen and tap Settings > Display > Lock screen > Add text on lock screen.
- » Screen timeout: To change your screen lock timeout, swipe up from the home screen and tap 3 Settings > Display > Screen timeout.

## **Quick settings**

For quick access to handy settings, swipe the status bar or lock screen down. Swipe down again for more settings.

Tap an icon to turn features on or off. Touch and hold an icon to see more options. For even more settings, tap ().

Tip: Tap 🥂 to rearrange your settings and add or remove settings.



## Speak

### Google Voice™

Use Google voice commands to tell your phone what you want.

» Use voice to make a call: Tap \$\u00c6 on the home screen. Then say "Call" and then a contact name or number. Or, say "Send text."

**Tip:** If a contact has more than one number, you can say which number to call (for example, "Call Joe Black Mobile").

» Search by voice: Tap 🏓 on the home screen to search by voice.

Note: To wake up your phone by saying "Hey Google," see <u>The Google</u> <u>Assistant™</u>.

### Voice to text

On a keyboard, tap  ${\pmb \psi}$  then speak your message or search text. You can also speak punctuation.

### The Google Assistant™

Note: This feature may not be available in all languages.

To start the Google Assistant:

- » Tap (\* Assistant from your list of apps.
- » Touch and hold , then speak or type a command.

Note: You can also say "Hey Google" or "OK Google" to start the Google Assistant. To turn this feature on, swipe up from the home screen and tap Settings > Google > Settings for Google apps > Search, Assistant & Voice > Voice > Voice Match.

Tip: Start your day with a Google Assistant Routine. Hear a morning

report, including weather and calendar events. Turn this on in the <u>Clock</u> app. For more tips, visit <u>https://support.google.com/assistant</u>.

### Gestures

Explore special gestures designed to save you time and make your day easier.

Find it: Swipe up from the home screen and tap 🙆 Settings > Gestures

Note: Your phone may not have all features.

- » Sidebar: Launch apps in freeform or full-screen windows to enhance multitasking, see <u>Gestures</u>.
- » System navigation: Navigate using either gestures or buttons at the bottom of the screen. For more, see <u>System navigation</u>.
- » One-handed mode: Swipe down from the bottom edge of the screen to use one-handed shortcuts. Available with gesture navigation only. See <u>System navigation</u> to change navigation options.
- » Put display to sleep: Double tap the home screen or the lock screen to put the touchscreen to sleep.
- » Wake display: Tap the screen or move your phone to wake it up.
- » Three finger screenshot: Touch and hold the screen with three fingers to take a screenshot.
- » Swipe to split: See apps in split screen by swiping back and forth.
- » Double press power key: Press the Power button twice to launch the main camera.
- » Prevent ringing: Press the Power and Volume Up buttons at the same time to switch incoming calls to vibrate or mute.
- » Media controls: Tap the switch to turn it on, then use the volume buttons to change music tracks when the screen is off.
- » Quick capture: Twist your wrist twice to open the camera.
- » Fast flashlight: Turn the flashlight on/off with two chopping motions.
- » Lift to unlock: Lift your phone and look at the screen to unlock it. You'll need to set up face unlock, see <u>Unlock with your face</u>.
- » Pick up to silence: Silence the ringer during an incoming call by lifting up the phone.
- » Flip for DND: Place the phone face down to silence notifications and calls.

Note: See more details and gestures in Moto.

## Picture-in-Picture

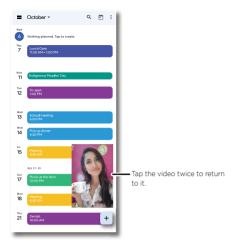
If you're watching a video, on a video call, or using navigation, and you change screens, your video continues to play in a small window on your screen.

- » Tap to put the video in a small window.
- » Drag the video around your screen.
- » Drag to the bottom of the screen to close it.

#### Learn the basics

» Tap twice to make it full size again.

Note: Not all apps support this feature.



# Personalize your phone

- » Redecorate your home screen
- » Add accounts to your personal or work profile
- » Add another user
- » Discover Moto
- » Digital wellbeing & parental controls

### Redecorate your home screen

Customize your home screen the way you want.



- » Change your wallpaper: Touch and hold an empty spot on the home screen, then tap Wallpapers.
- » Add a home screen page: Drag an app to the right side of the home screen until a new page appears. You can add multiple pages.
- » Adjust display settings: Adjust brightness, font size, and screen saver. Swipe up from the home screen and tap 3 Settings > Display.
- » Switch to dark theme: Change your display to use dark theme, which saves battery and can be easier on your eyes. Swipe up from the home screen and tap (2) Settings > Display > Dark theme.

Tip: Tap Schedule to set when you want Dark theme to display.

- » Change your style: Change your theme, color, font and icon shape. Touch and hold an empty spot and tap Personalize.
- » Rotate: In many apps, the touchscreen switches from portrait to landscape when you rotate your phone. To turn this on or off, swipe up from the home screen and tap 3 Settings > Display > Auto-rotate screen.

#### Personalize your phone

Note: To see more home screen settings, touch and hold an empty spot and tap **Home settings**.

### Choose apps & widgets

- » Add apps to the home screen: Swipe up, touch and hold an app, then drag it to one of your home screen pages.
- » Download new apps: Tap Play Store. For more on apps, see <u>App</u> <u>safety</u>.
- » Group apps together: Drag one app onto another. Do it again to add more apps to the folder. To name the folder, tap it, then tap Edit Name and enter a name below the apps.

**Tip:** To group apps in the app tray, swipe up from the home screen and tap Menu **> Create folder**. Type a name for the folder, then tap the apps to add to the folder. When finished, tap **Done**.

- » See app options: Touch and hold an app. If the app has quick options (shortcuts), you'll see a list.
- » Add widgets: Touch and hold an empty spot on the home screen, tap Widgets, touch and hold a widget, then drag it to your home screen.
- » Resize widgets: You can resize some widgets—touch and hold a widget until you feel a vibration, then release. Drag the white rectangle at the edges to resize.
- » Move or delete widgets and apps: Touch and hold a widget or app and drag it to another spot, another page, or to **X Remove**.

**Note:** Removing an app from your home screen doesn't uninstall the app from your phone.

### **Customize sounds & appearance**

Customize your phone's sounds and display settings:

- » Listen with Audio effects: Enhance your phone's sound. For more, see Play.
- » Set ringtone and notifications: Swipe up from the home screen and tap 3 Settings > Sound & vibration.

Tip: Set notification sounds for individual apps within the app's settings.

- » Night Light: Set your screen to turn slightly amber colored at night. Swipe up from the home screen and tap Settings > Display > Night Light.
- » Add vibrate for calls: To make your phone vibrate, swipe up from the home screen and tap () Settings > Sound & vibration > Vibration & haptics and tap Ring vibration.
- » Set a ringtone for a contact: Swipe up from the home screen and tap
   (a) Contacts, tap the contact, then tap Menu
   > Set ringtone.
- » Turn on CrystalTalk AI: To reduce background noise for VoIP calls, swipe up from the home screen and tap 3 Settings > Sound & vibration > CrystalTalk AI.
- » Change language: Swipe up from the home screen and tap

#### Settings > System > Languages & input > Languages.

» Adjust display and font size: Swipe up from the home screen and tap Settings > Display > Display size and text.

## Add accounts to your personal or work profile

During startup, you set up a profile, either Personal or Work. You can also add an account to the other profile.

- To add an account to a profile, swipe up from the home screen and tap
   Settings > Passwords & accounts, then tap the Personal or Work tab.
- 2 Tap + Add account, and choose the type of account.
- 3 Follow the prompts to create the account.

Tip: To see which apps are connected to your work or personal profile, swipe up from the home screen and tap 3 Settings > Security & privacy > More privacy settings > Connected work & personal apps, then tap an app to see the permissions.

## Add another user

You can share your phone with others by adding additional users.

Find it: Swipe up from the home screen and tap (2) Settings > System > Multiple users

Tap the switch to turn on, then add someone as a guest (if using your phone for only a short time), or as a user. Guests and Users can customize the home screen, accounts, apps and other settings without affecting the options you have set. However, a Guest account is easier to remove from your phone.

To switch between users, swipe down from the home screen with two fingers to open Quick Settings. Tap (2), then tap a user name.

**Note:** Guests and Users will have access to Bluetooth and most apps. They are not able to access your files, texts, email, photos, music, or your personal data from an app.

## **Discover Moto**

See <u>Moto</u> to set more custom features, like making a chopping motion two times to turn on the flashlight, touching and holding the screen with three fingertips to capture the screen, twisting your wrist twice to open the camera quickly, and keeping everything safe with <u>Moto Secure</u>.

## Digital wellbeing & parental controls

Set limits on how much time you spend on your phone, get a bedtime reminder, and manage notifications.

Find it: Swipe up from the home screen and tap 📀 Settings > Digital Wellbeing & parental controls



To supervise this phone remotely, view and set screen time limits, and add restrictions to services and apps, tap **Set up parental controls**.

# Apps

- » Add and update apps
- » Phone
- » Messages
- » <u>Chrome</u>™
- » <u>Camera</u>
- » Photos
- » <u>Gmail</u>
- » Meet
- » <u>Moto</u>
- » Family Space
- » Calendar
- » More apps

## Add and update apps

Your phone comes ready with some great apps. To find and add more apps, tap Play Store. To learn more, see <u>App safety</u>.

To check that you have the latest version of your apps, swipe up from the home screen and tap Play Store. Tap your profile picture, then tap Manage apps & device.

### Change app language

You can change the language for some apps. Tap (2) Settings > System > Languages & input > App Languages, then tap the app and select a language.

Note: The app language can be different from your phone's language.

### Set app volume

You can change the volume for some apps. Tap ③ Settings > Sound & vibration > Multi-volume, and turn it on. Then, press a Volume button to set the volume for the app on your screen.

To get your phone to automatically mute apps based on your usage, tap Settings > Sound & vibration > Multi-volume > Auto mute, and turn it on to see the list of muted apps. To unmute an app remove it from the list.

## Phone

Keep in touch by choosing a contact, returning a missed call, or using a voice command to start a call.

### Make a call

#### Find it: 🔇 Phone

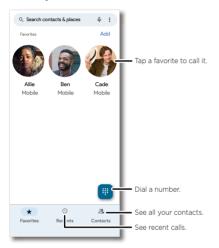
- » Call a contact: To call a contact or recent call, tap the contact name.
- » Dial a phone number: To open the dialpad, tap . Enter a number, then tap Com to call it.
- » Voice dial: To voice dial, tap 🌷 on the home screen or, if Google

#### Apps

Assistant voice feature is on, you can say "Hey Google, call <name>."

- » Voicemail: 20 appears in the status bar when you have new voicemail. To hear it, swipe down and tap the notification.
- » Make a contact widget: Touch and hold an empty spot on the home screen, tap Widgets > Contacts, then touch and hold the Direct dial widget. Drag it to your home screen, then select the contact. Tap the widget to call the person.

Tip: To enter the international dialing code (+), touch and hold **0**. To add a pause or wait after numbers, tap Menu . To call voicemail automatically, touch and hold **1**. To set up a voicemail, tap () Phone > Menu . Settings > Voicemail > Advanced Settings > Setup.



### **Receive a call**

- » Answer a call: When your phone is locked, swipe (5) up to answer. When the phone is unlocked, tap Answer.
- » Ignore a call: When your phone is locked, swipe (s) down to reject the call and send it to voicemail. When the phone is unlocked, tap Decline.

**Tip:** You can also press the Power button to ignore the call, or press a volume button to silence the ringer.

**Note:** If Google Assistant voice feature is on, you can answer or decline a call with your voice. Just say, "Hey Google, answer the call," or "Hey Google, reject the call."

» Respond with a text: When your phone is locked, tap Reply, and select a message to respond.

**Note:** When you hold your phone to your ear, the touchscreen goes dark to avoid accidental touches. When you move the phone away from your ear, the screen lights up again. Don't use covers or screen protectors (even clear ones) that cover the proximity sensor.

### During a call

- » Mute a call: Tap  $\$  Mute on the call screen to mute the call. You can hear your caller, but they can't hear you.
- » Multi-task: While you're on a call, you can return to the home screen (See <u>System navigation</u>) to look up a phone number, address, or open other apps. To reopen the call screen, swipe the status bar down and tap **Ongoing call**.
- » Answer a second call: To answer a second call, tap Answer. To answer a second call with your phone locked, swipe up (). The first call is placed on hold. To switch between calls, tap **()** Swap.
- » 3-way call: To join two calls together, answer the second incoming call while your first call is active, or tap Add call to dial a second call. The first call is placed on hold. Tap Merge to join the calls together.
- » End a call: Tap 📀.

### Favorites

See all your favorite contacts together.

#### Find it: 📞 Phone > 太 Favorites

To add favorites, tap  $\mathcal{R}$  **Contacts**, scroll or search to find the contact, then tap  $\mathcal{H}$ .

### **Recent calls**

View your calls (with newest first), and then call, text, or store them:

### Find it: 📞 Phone > 🕓 Recents

- » To return a call, tap **%** next to the caller's name or number.
- » To send a text message, store the number, or other options, tap the caller's picture.
- » To remove an entry from the call log, touch and hold the name or number, then tap **Delete**.
- » To clear the list, tap Menu > Call history > Menu > Clear call history.

### Caller ID and spam

#### Find it: C Phone > Menu > Settings > Caller ID & spam

Tap **Filter spam calls** to prevent suspected spam callers from disturbing you.

To block a caller from calling again, tap  $\textcircled{\baselineskip}$  Phone >  $\textcircled{\baselineskip}$  Recents, touch and hold the name or number, then tap  $\textcircled{\baselineskip}$  Block/report spam.

### Your phone number

Find it: Swipe up from the home screen and tap 3 Settings > About phone > Phone number.

### Emergency calls

Your service provider programs one or more emergency phone numbers you can call under any circumstances, even when your phone is locked. Emergency numbers vary by country. Your pre-programmed emergency

#### Apps

number(s) may not work in all locations, and sometimes an emergency call cannot be placed due to network, environmental, or interference issues.

- Tap S Phone (if your phone is locked, drag up from the bottom of the screen to unlock it, then tap Emergency or Emergency Call).
- 2 Enter the emergency number.
- 3 Tap 📞 call the emergency number.

Note: Your phone can use location based services (GPS and AGPS) to help emergency services find you. For more information, swipe up from the home screen and tap 💿 Settings > Location > Location Services > Emergency Location Service.

## Messages

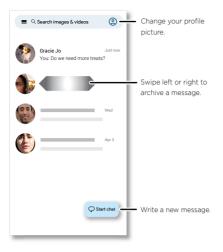
Stay in touch with messages and pictures. For tips on using the keyboard, see **<u>Use the keyboard</u>**.

### Find it: 💌 Messages

- » Create: Tap Q Start chat .
- » Attach: Before typing a message:
  - Touch and hold U to create a voice recording.
- » Attach: When you're typing a message:
  - Tap ⊕ to attach a GIF or a contact, share your location, and more.
  - Tap to attach a photo from the gallery or take and attach a new photo.
- » Send: Tap SMS to send the message (or MANS if sending a message with an attachment).

**Tip:** To send a message later, touch and hold  $\bigotimes_{MS}$ , then select a send time or set your own.

» Reply: Tap a conversation, then enter your response in the text box and tap  $\sum_{n=1}^{\infty}$ 



### Tips

- » Add another contact to a message thread: In a conversation, tap Contacts, then tap a contact.
- » Delete a thread: To delete a whole thread of messages, touch and hold the thread, then tap 1. To customize the action, tap your profile picture > Message settings > Swipe actions.
- » Archive a thread: To archive a thread, swipe it left or right. To customize the action, tap your profile picture > Message settings > Swipe actions. You can find archived messages by tapping Menu = > Archived.
- » Save pictures: Touch and hold a picture, and then tap Menu > Save. To see the picture, swipe up from the home screen and tap Photos > Library > Messages.
- » Voice entry:
  - Voice-to-text: Tap a text box, then tap \$\u00c6\$ on the keyboard, and speak your message. You'll see the text in the text box.
  - Record a message: Touch and hold ↓, then speak your message to create an audio recording of your message.
- » Turn off notifications: Stuck in a busy conversation? You can turn off notifications. Tap the thread, then tap Menu > Details > Notifications > Silent.
- » **Block a sender:** To block a sender from sending additional messages, touch and hold the thread, then tap  $\bigcirc$ .
- » Spam protection: To turn on spam protection, tap the thread, then tap Menu > Details > Block & report spam. You can find blocked messages by tapping Menu > Spam & blocked.

### Set default messaging app

To set your default messaging app, swipe up from the home screen and tap () Settings > Apps > Default apps > SMS app, and select the messaging app to use as the default.

### Use the keyboard

When you tap a text box, like in a message or search, you have keyboard options.

- » Type or glide: Enter letters by touching them one at a time. Or, enter a word by tracing a path through the letters. Word suggestions appear above the keyboard. Tap one to choose it.
- » Voice-to-text: Tap \$\u03c8\$ on the touchscreen keyboard, speak your message.

Note: See a different keyboard? It varies by app. This one is for texting.



- » Symbols and numbers: Touch and hold a letter to enter the number at the top of it. To enter symbols, tap 100.
- » Capital letters: Tap ♠ for one capital letter. For all capital letters, tap ♠ twice quickly.
- » Keyboard options: To customize your keyboard, tap •••. For more settings, tap ...
- » Cut, copy, select all and paste: Touch and hold a word to highlight it, tap Cut, Copy, or Select all. Touch and hold the location you want to paste the text, and tap Paste.
- » Close the keyboard: Tap **V**.

## Chrome™

Access the Internet with the Chrome browser app.

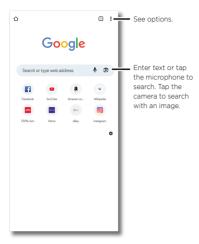
#### Find it: 💿 Chrome

Or, from the home screen, tap the Google search box and enter or speak text to search.

Note: Your phone uses your Wi-Fi network (or your mobile phone

#### Apps

network) to access the Internet. If you can't connect, contact your service provider. Your service provider may charge to surf the web or download data.



- » Go to a web page: Tap the address bar at the top of a page and enter an address.
- » Add a bookmark: Tap Menu  $\stackrel{\bullet}{\bullet} > \stackrel{\wedge}{\searrow}$ .
- » Open a bookmark: Tap Menu > Bookmarks.
- » Web page shortcut: To add a web page shortcut to your home screen, go to the web page and tap Menu > Add to Home screen.
- » Mobile sites: Some websites automatically show you a mobile version of their page—if you want to see the computer version of a website, tap Menu > Desktop site.
- » **Reload:** If a page doesn't load correctly, tap Menu  $\stackrel{\bullet}{\bullet}$  >  $\stackrel{\bullet}{C}$ .
- » Tabs: To open a new tab, tap Menu > New tab. To move from one tab to another, tap 2.
- » Clear history: In the browser, tap Menu S > Settings > Privacy and security > Clear browsing data. Then choose history, cache, cookies, and other options.
- » Help: For more about Google Chrome, tap Menu > Help & feedback or visit <u>https://support.google.com/chrome</u>.

### Downloads

Warning: Apps downloaded from the web can be from unknown sources. To protect your phone and personal data from theft, download apps only on Google Play<sup>™</sup> Store.

- » Files: Tap the download link. To see the file, tap Menu > Downloads.
- » Pictures: Touch and hold it, then tap Download image. To see the

picture, tap ( Photos > Library > Download.

### **Browser settings**

To change your browser security settings, text size, and other options, tap Menu **•** > **Settings**.

### Safe surfing & searching

Keep track of what your browser and searches show:

- » Incognito: To open a tab that won't appear in your browser or search history, tap Menu > New Incognito tab.
- » Auto complete: Your browser automatically fills in names and addresses, if you have entered the same information before. To turn off this feature, tap Menu > Settings > Addresses and more > Save and fill addresses.

Tip: Auto complete also fills in payment information, such as a credit card. To turn off this feature, tap Menu > Settings > Payment methods > Save and fill payment methods.

- » Pop-ups: To stop pop-up windows from opening, tap Menu > Settings > Site settings > Pop-ups and redirects, then tap the switch to turn it off.
- » Safe browsing: To protect your phone from websites that might be unsafe, tap Menu > Settings > Safety check > Safe Browsing.
- » Password Manager: Manage your passwords to easily sign in to sites and apps, tap Menu > Settings > Password Manager.

## Camera

Take crisp, clear photos with the main, ultra-wide, macro, depth, or front camera.

### Take photos

#### Find it: 🗖 Camera



- » Take a photo: Tap 🔘 to take a photo.
- » **Take a selfie:** Tap (3) in the camera screen to switch to the front camera.
- » Multi-shot: Touch and hold () to take a burst of photos.
- » Tips: To see tips to help you take great photos, tap  $\langle \hat{O} \rangle$ .

### Record videos

#### Find it: 🖸 Camera, then tap Video

Tap  $\bigcirc$  to start recording. Then tap  $\bigcirc$  to stop recording. Tap 0 on the screen while recording to save a photo. Or tap (ii) to pause the video.

#### **Camera options**

Point, tap, and you're done, or play with these camera options. Swipe down on the viewfinder or tap  $\checkmark$  above the viewfinder to see some of these options:

Viewfinder options for rear and front cameras	
💽 Google Lens	Find out more about the things you see in the viewfinder. See <u>Identify &amp; scan items using</u> <u>Google Lens™</u> .
🛱 Macro camera	Take a detailed close-up photo with the macro camera.
.5x Ultra-Wide camera	Take an ultra-wide angle photo with the ultra-wide camera. Touch <b>.5x</b> and drag the slider to set magnification.

Viewfinder options for	Viewfinder options for rear and front cameras	
1x Main camera	Take a regular photo with the main camera. Touch <b>1x</b> and drag the slider to set magnification.	
🔆 Flash	Set to AUTO, ON, or OFF.	
$\bar{\mathbb{Q}}$ Timer	Set a timer to <b>3</b> or <b>10</b> seconds.	
३ः <b>भ Aspect ratio</b>	Choose the width/height screen ratio as 1:1, 3:4, 9:16, or FULL	
<sub>HDR</sub> HDR	Turn off HDR (high dynamic range) effect or set it to AUTO for better pictures in challenging lighting situations, such as outdoors.	
() Active photos	Turn on to capture a brief photo in motion of your subject. Set to <b>Auto</b> to capture brief motion automatically. <b>Note:</b> HDR and Flash are turned off when Active photos is set to <b>On</b> .	
<ul> <li>Auto Night Vision</li> </ul>	Switch to Night Vision mode automatically in low light conditions.	
JPG Format	Set the file format as JPG, RAW, or RAW+JPG. Note: This feature displays only in Pro mode.	
€ Face Beauty	With the front camera, smooth skin and beautify faces. Touch $\bigotimes$ and slide the bar to the right to make your face smoother.	
	<b>Note:</b> Face Beauty feature is also available when taking videos.	
live Filter	Choose a filter to adjust the contrast, brightness, color, saturation, and other aesthetic settings of your photo. Tap <b>ORIGINAL</b> to see how your photo would look without a filter, or select the desired filter, like <b>NATURAL LIGHT, ROMANTIC</b> , or <b>FILM</b> .	
🕈 Torch	Turn on a flashlight when taking photos with the marco camera.	

Additional viewfinder options for video camera	
🕅 Torch	Turn on a flashlight when taking a video. Set to <b>ON</b> or <b>OFF</b> (back camera) or <b>AUTO/ON/OFF</b> (front camera).
비뷀 Stabilization	Set <b>Stabilization</b> to <b>ON</b> to remove shakiness when taking a video. Tap 🔁 to turn horizon lock on and keep footage upright and level.

Additional viewfinder options for video camera	
∯ Mic	Turn on/off the microphone. Switch to an external microphone device, if connected.
9:16 Aspect ratio	Choose the width/height screen ratio as 9:16 or Full
€ Face Beauty	With the front camera, smooth skin and beautify faces. Touch $\bigotimes$ and slide the bar to the right to make your face smoother.
	<b>Note:</b> Face Beauty for video does not work when Stabilization is on, Resolution is 4K, or Frame rate is set to 60fps.
FHD Resolution	Set the video resolution as <b>4K</b> or <b>FHD</b> (full HD).
<sup>30</sup> Frame rate	Select a frame rate as <b>30</b> or <b>60</b> frames per second.

### Photo and video modes

Photo and video modes are shown below the viewfinder, slide left or right to change mode.

**Tip:** Tap **More** below the viewfinder, touch and hold a mode, then drag it to a different location to rearrange the order, or drag it to the carousel of modes below the viewfinder for quick use. Tap  $2^{12}$  below the viewfinder, touch and hold a mode below the viewfinder, then drag it to a different location to rearrange the order.

Photo modes	
은 Portrait	Take portrait photos using special enhancements and effects. For more, see <u>Take</u> <u>a portrait photo</u> .
Scutout	Cut out the subject in the foreground and replace the background. For more, see <u>Change</u> <u>the background</u> .
🖉 Spot Color	Pick one color from the viewfinder while everything else becomes black & white.
D Night Vision	Take photos in low light situations.
📼 Panorama	Take a wide-angle shot. Use the on-screen guide to slowly pan while you are taking the photo.
🖾 Group Selfie	Take a wide-angle selfie for groups.

Photo modes	
<sup>돌</sup> Ultra-Res	Use the main or ultra-wide camera to take an ultra-high-resolution photo.
	<b>Note:</b> This option is best used in bright light conditions.
Pro Pro	Control professional camera settings, see <u>Take</u> <u>a Pro mode photo</u> .
🖹 Scan	Scan a document to your phone.
▲ Dual Capture (photo)	Take photos with front and back cameras, or two back cameras with different zoom settings, at the same time. Touch <b>1x</b> or <b>.5x</b> and drag the slider to adjust magnification. Drag the viewfinder to move it. Tap (a) to swap between the front and back camera or two back cameras. Tap (a) or (a) to change viewfinder layout. Tap (a) or (b) to swap screens.

Video modes	
() Slow Motion	Take a video that will play in slow motion (120fps, 240fps, or 960fps).
Timelapse	Take a video using timelapse to make a longer video play faster. You can set the playback speed as <b>4x</b> , <b>8x</b> , <b>16x</b> , and <b>32x</b> (times) faster than a regular video.
🔏 Spot Color	Pick one color from the viewfinder while everything else becomes black & white.
Dual Capture (video)	Record videos with front and back cameras, or two back cameras with different zoom settings, at the same time. Touch 1x or .5x and drag the slider to adjust magnification. Drag the viewfinder to move it. Tap (a) to swap between the front and back camera or two back cameras. Tap (a) or (b) to swap screens. Tap (c) or (c) to change viewfinder layout.

Note: To get answers or provide feedback, tap Help ? or Feedback

### **Camera settings**

To find these options, tap  $\langle \overline{Q} \rangle$  at the top of the viewfinder:

Camera settings		
AI SETTINGS	Auto Smile Capture	Automatically detect smiles and take a photo when all of the subjects in the viewfinder are smiling.
	Gesture Selfie	Hold up your palm to start a two- second timer to take a selfie.
	Smart Composition	Generate an alternate shot that automatically straightens the photo and realigns the subject based on the photography rule of thirds.
	Shot Optimization	Turn on automatic tuning and scene detection.
	Google Lens	Turn on to see Google Lens on the main camera display.
PHOTOS	Front photo resolution	Set the photo resolution for the front camera.
	Selfie photo mirror	Turn on to take a mirrored selfie. Note that the viewfinder won't show a mirrored selfie, but the photo will be mirrored after you take it.
	Watermark	Add a watermark, signature, date or time to your photos.
VIDEOS	Efficient videos	Turn on to reduce the file size of UHD videos.
	Audio Zoom	Amplify audio in the zoomed area of the viewfinder.
CAPTURE SETTINGS	Quick capture	Twist twice to open the camera app, or switch between front and back cameras.
	Tap anywhere to capture	Capture photos or videos by tapping anywhere on the screen.
	Shutter sound	Turn the shutter sound on or off.
	Assistive grid	Overlay a grid to help align the subjects in your photos or videos.
	Leveler	Take perfectly level photos using a guide line in the viewfinder.
	Keep last mode	Open the camera with the last mode active.
SAVE PRE- FERENCES	Save location	Turn on to tag photos with a location.

Camera settings		
ABOUT		Play tutorial, get help, reset camera
		settings, and more.

### Take a portrait photo

You can use the portrait mode to add a blur effect to the background, while keeping the main subject in perfect focus.

### Find it: 🗖 Camera > Portrait

- Line up your subjects. The closest subject is prioritized automatically. Tap the screen to change the focal point.
- 2 Tap (), then slide the bar to increase or decrease the background blur.
- 3 Tap 🔘 to take the photo.

Tip: For best results, subjects should be two to six feet away.

### Take a Pro mode photo

Use the Pro mode to adjust settings and take personalized photos.

#### Find it: 🗖 Camera > Pro

#### » Adjust Pro settings:

- [•] Focus range: Change the focus mode. Drag from A (auto focus on foreground) to ⊕ for Macro focus, to blur the background and focus on details. Drag to ∞ for infinite focus, to focus on the background and blur the foreground. This feature is not available for the front or macro camera.
- WB White balance: Adjust the color temperature by manually changing the Kelvin value from 2,300 to 7,500. Drag from left to right to change the temperature spectrum, from auto to blue/cold or orange/warm.
- Shutter speed: Adjust how slow or fast the camera shutter closes. A fast shutter speed creates a shorter exposure (the amount of light the camera takes in), and a slow shutter speed allows a longer exposure.
- [\$0 ISO: Set the camera's sensitivity to light. The higher the ISO, the brighter the photos.

Note: Higher ISO settings can result in noise/graininess in photos.

• Exposure: Change the exposure value. The higher the exposure the lighter the photo.

Tip: Touch an icon and drag the slider to customize the settings.

- » Restore default settings: Touch X to close options, then touch  $\Im$ .
- » Set file format: Tap JPC and select JPC, RRW, or 鄂思 Saving in JPG format will compress a photo to make it smaller. A RAW photo is completely unprocessed for extra editing control in post-production and the photo size will be larger. RAW+JPG mode lets you shoot and save in both file formats at the same time.

Note: For files saved as RAW, you'll see 💔 on the photo or its

#### Apps

thumbnail.

» Read the histogram: The histogram displays in the top-right corner of your screen. It helps you gauge whether the photo is overexposed (when it is right-skewed) or underexposed (when it is left-skewed). A generally centered histogram tends to indicate a well-exposed image.

### Change the background

Use cutout mode to replace the background of a photo with another image.

Note: Available when using the back camera only.

Find it: Camera > More below the viewfinder > S Cutout

- 1 Line up your subject at close range.
- 2 Tap 🔘 to take the photo.

Tip: When photographing people, aim for the face. After taking the photo, use the photo editor to change the background. See <u>Photos</u>.

### Identify & scan items using Google Lens™

Search landmarks, products, explore books, identify plants and animals, copy text, scan barcodes, QR codes, business cards, and more.

### Find it: 🗖 Camera > 💽

- Focus your camera on an object, landmark, or code.
- 2 Tap (3) to search. Depending on the object, you can see the details, take an action, or find products.

Note: Google Lens may not work in all languages.

### Capture your screen

There's more than one way to capture your phone's screen.

- » Press and hold both the Power and the Volume Down buttons at the same time. If a screen is longer than the display, tap I to capture all of it. Then, tap an option to edit , share or delete the screenshot. Tap to find out more about the object(s) in the screenshot.
- » Set up <u>Gestures</u> to capture screenshots by touching the screen with three fingertips.

Tip: To see the screen capture, tap 🔂 Photos > Library > Screenshots.

### Record your screen

Start a screen recording to capture information visible on your device. Swipe down twice to display Quick settings, then tap () Screen record.

Tip: To see the screen recording, tap 🔁 Photos > Library > Screenrecord.

## Photos

View, edit, and share photos.

Find it: Swipe up from the home screen and tap 🔁 Photos

» View, share, or delete: Tap a thumbnail to open it, then tap < to share, III to delete, or Menu for more options.</p>

**Tip:** To select multiple files, open a folder, touch and hold a photo, then tap others. Or group photos in an album and share the whole album.

» Zoom: Open a photo in your gallery, then double-tap or drag two fingers apart or together on the screen.

**Tip:** Turn your phone sideways for a landscape view. To turn Autorotate screen on or off, swipe up from the home screen and tap

Settings > Display > Auto-rotate screen.

- » Wallpaper or contact photo: Open a photo, then tap Menu > Use as.
- » Edit: Open a photo, then tap 📑
- » Slideshow: Tap a photo, then tap Menu > Slideshow. To stop the slideshow, tap the screen. To show the slideshow on a television or other device, see <u>Connect, share, pay & sync</u>.
- » Create album: Touch to select one or multiple photos or videos, then tap + > Album. Add a title to your new album and tap ✓ to create the album. Or, tap (→) Photos > Library > + New album.
- » Search by people, things & places in your photos: Sign in to your Google Account, tap Q at the bottom, then search by text or exploring categories, such as people & pets, places, screenshots, and more.
- » Back up photos and videos to your Google Account: Swipe up from the home screen and tap (\*) Photos > your profile picture in the top-right corner > Photos settings > Backup. Tap the switch to turn it on. Tap Backup quality, Mobile data usage, or Back up device folders to customize the settings.

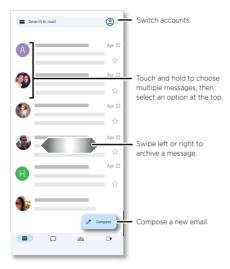
Tip: You can also use **(1)** Google One to <u>Backup & restore</u> all your photos and videos.

**Note:** For more about Google Photos<sup>™</sup>, visit <u>https://support.google.com/photos</u>.

## Gmail

Send and receive email from all of your personal accounts (even if they're not Gmail accounts). You can manage your accounts in Gmail and easily switch between them.

Find it: Swipe up from the home screen and tap the Google folder >  $\fbox$  Gmail



Tip: If you don't see the  $\square$  Chat or & Spaces tab, tap Menu  $\implies$  > Settings, then tap your account and check the box next to Chat.

Tip: In the M Gmail app, tap Menu => Settings > Add account.

- » Chat: Use Google Chat in the Gmail app to communicate directly with people.
- » Create spaces: Use a space to communicate with a friend, a group of

people or an organization about a topic, project, or shared interest. Tap  $s_{3}^{ch} > + more state > Create a space, or you can also tap <math>\square > \square more state > Create a space.$ 

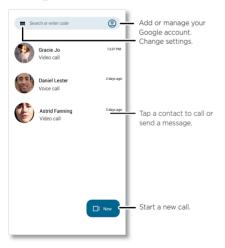
- » Start or join a meeting: Tap (1, then tap New meeting or Join with a code.
- » Add email accounts: The Gmail app manages all of your email accounts. To add other personal email accounts to the Gmail app, swipe up from the home screen and tap ③ Settings > Passwords & accounts > + Add account. For Microsoft\* Exchange server work email accounts, tap + Add account > Exchange, and enter details from your IT administrator.
- » Change account settings: To change the settings for a Gmail or email account, swipe up from the home screen and tap M Gmail > = > Settings, then tap the account name.
- » Delete accounts: Swipe up from the home screen and tap (2) Settings
   > Passwords & accounts, then tap the account name and Remove account.

Tip: To learn more about Gmail, visit https://support.google.com/mail.

## Meet

Sign in with your Google account for video calls and meetings.

### Find it: 🚺 Meet



- » Start a new call: Tap Ref. or tap the search box, then type or tap a name in your contacts to start a voice call, video call or send a message.
- » Create a new meeting: Tap Common > Create a new meeting, then tap Share to send the meeting info to people you want to join the meeting.

Tip: To schedule a meeting, tap 🗆 > Schedule in Google Calendar.

- » Preview incoming calls: See live video of the caller before you answer. To turn this off for both the caller and receiver, tap Menu > Settings
  - > Calling settings > In-call settings > Knock Knock for this device.
- » Change settings: Tap Menu > Settings > Calling settings to change the vibration setting, block numbers, and more.
- » Call anyone: Meet works across platforms, allowing you to call friends with Google Meet app on any device.

**Tip:** When on a video call, your phone will automatically switch from cellular network to Wi-Fi, if available.

## Moto

Explore special features designed to save you time and make your day easier.

### Find it: 🙆 Moto > Menu 🚍

- » Personalize: Customize your phone with styles, themes and more.
- » Gestures: Control your phone with gestures.
- » Moto Secure: Protect your digital life with Motorola security features ( Moto Secure).
- » Tips: Find details of your phone's latest features.
- » Display: See how to interact with your display.
- » Play: Find features and tools for gaming, media controls and audio enhancements and customizations.

Note: Your phone may not have all features.



Tap to open Moto app features.

### Personalize

Make your phone unique with custom themes, styles, and more.

### Find it: 🙆 Moto > = > Personalize

- » Themes: Choose custom themes or design your own to change the look of your device.
- » Tap Fonts, Colors, Icon shape, Display size and text, Layout, Fingerprint animation, Peek display, Sounds, or Dark mode to make your own mark on your phone.

### Gestures

Enhance your phone with gestures and actions.

### Find it: 🙆 Moto > = > Gestures

- » Sidebar: Launch apps in freeform or full-screen windows to enhance multitasking. Tap the switch to turn it on, then tap Settings > More Settings > Choose how your apps will open > Open apps in freeform or Open apps in full screen. Swipe the sidebar in from the edge to open a list of apps and shortcuts, then tap an app or a shortcut to open it in a freeform window or full screen. Tap to change the apps and shortcuts to be shown. To move a freeform window around, tap and drag —. Drag the bottom corner to resize it. Tap 2 to expand it to full screen, or tap to shrink it to an icon. To close a freeform window, drag it to i to tap X.
- » Quick Capture: Twist your wrist twice quickly to open the camera.
- » Fast Flashlight: Turn the flashlight on/off with two chopping motions.
- » Three finger screenshot: Touch and hold the screen with three fingertips to <u>Capture your screen</u>.
- » Lift to unlock: Lift your phone and look at the screen to unlock it. You'll need to set up face unlock, see <u>Unlock with your face</u>.
- » Flip for DND: Place the phone face down to silence notifications and calls.
- » Pick up to silence: Silence the ringer during an incoming call by lifting up the phone.
- » Swipe to split: See apps in split screen by swiping back and forth.

### Moto Secure

Protect your digital life with O Moto Secure features.

#### Find it: 🙆 Moto > 💳 > Moto Secure

Tip: From the home screen swipe up and tap O Moto Secure.

- » Secure folder: Tap or => Add apps to add apps to your secure folder for extra protection. You'll need to enter a secure folder pattern, PIN or password. To change folder security, tap => Change lock. When set up you can swipe up from the home screen and tap □
   Secure folder. To remove an app, tap and hold it, then tap Remove app. Tap => Disguised icons to disguise up to four icons and add fake names. Tap => Stealth mode to hide an app icon. To delete the folder, tap => More settings > Delete secure folder.
- » Network protection: Turn on Wi-Fi security, and Hotspot to get warnings when connecting to unsecure Wi-Fi or weak protocol hotspot

networks. Turn on **Mobile data security** to stop spoofing from 2G network connections. Tap **Wi-Fi blocklist** to block apps when your phone is on an open network.

- » Lock screen security: See the level of security for each lock screen. Tap Lock after screen timeout to select time. Tap the switch to turn on Power button instantly locks or Lock Network and security to keep network and security features locked when your screen is locked.
- » PIN pad scramble: Shuffle the numerical layout of the PIN entry screen each time you unlock your device.
- » Privacy dashboard: Open the Privacy dashboard. See <u>Privacy</u> dashboard.
- » Security & privacy: Open the Security & privacy screen. See <u>Security</u> and <u>Privacy</u>.
- » Permission manager: Open the Permission manager screen. See <u>Permission manager</u>.
- » Privacy controls: Open the Privacy controls screen. See <u>Privacy</u> controls.

### Tips

View tips about your phone's features.

### Find it: 🙆 Moto > 💳 > Tips

### Display

See notifications, keep the screen on when you're looking at it, and reduce blue light in the evenings.

#### Find it: 🙆 Moto > 💳 > Display

» Peek Display: Battery friendly notifications fade in and out while the screen is off to show you what's going on. Tap the switch to turn it on, then tap Settings to customize appearance, gestures and notifications.

**Note:** Notification display settings can also be set by swiping up and tapping **Settings > Notifications**.

» Attentive Display: Your screen won't dim or sleep while you're looking at it.

### Play

Enjoy immersive and engaging entertainment.

### Find it: 🙆 Moto > 💳 > Play

- » Games: To turn it on, tap Games > <sup>(a)</sup>, then tap the switch next to Moto Gametime. Then you can customize your gaming options. To block calls or notifications while gaming, tap <sup>(a)</sup> > Block calls or Block notifications. Tap <sup>(a)</sup> > Sidebar access > Swipe right from the edge or Tap the icon to use the sidebar while gaming. During a game, swipe the sidebar right from the edge or tap the icon, then tap Block calls, Block notifications, Screenshot, Share, Settings and more. When you open a compatible game, (Memory) appears automatically.
- » Media controls: Tap the switch to turn it on, then press and hold the

#### Apps

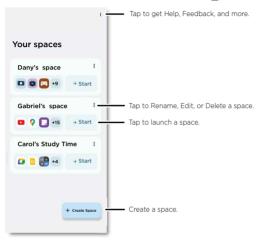
volume buttons to change music tracks when the screen is off.

» Dolby Atmos: Enhance audio and customize your sound. Tap Dolby Atmos > Settings, then tap Smart audio, Music, Movie, Game, Podcast, or Custom.

## **Family Space**

Create a safe space on your phone where kids can learn and play. Set limits on screen time, control access to apps, and more.

Find it: Swipe up from the home screen and tap 🙆 Family Space



» Create a space: Tap <sup>+ context</sup>, then enter the name of your space and select the allowed apps. Tap Next. Then tap ▼ next to Homescreen grid or Background to set the look of your screen when the space is active. Tap Next.

Then tap  $\checkmark$  next to **Password** to require a password to close the space and tap  $\checkmark$  next to **Timer** to show a floating screen on the space, then tap **Done**.

- » Rename, edit, or delete spaces: Tap Menu > Rename, Edit or Delete.
- » Launch a space: Tap B Family Space to show your spaces, then tap Start next to the space you want to launch.

Tip: Spaces can also be launched from **Quick settings**.

- » Set space permissions: When a space is launched permissions are set. Tap Device Administrator to activate the screen lock when the timer runs out, tap Do Not Disturb to hide notifications from other apps in active spaces and tap Notifications to allow Family Space notifications such as timer alerts in active spaces, then tap Done.
- » Set screen time: When a space is launched you can set the screen time, tap 15 min, 30 min, 1 hr, 2 hr, Custom or No time limit, then tap Start. When the time runs out, tap Add time to continue, or tap Leave

Space to exit.

Tip: Tap (1) to pause the timer.

» Close a space: Tap (•) to close a space. You may need to enter your password.

## Calendar

See all your events, all in one place.

Find it: Swipe up from the home screen and tap ( Calendar



- » Change the view: Tap the month at the top to choose a date to view. Or tap = to choose Schedule, Day, 3 days, Week, or Month.
- » Go to today's date: Tap 🗖 at the top.
- » Add tasks or events: Tap + > Task or Event, enter details, then tap Save.

Tip: In most views, tap a time on the calendar to enter event details.

- » Find an event: Tap  ${f Q}$  to search for a task or event.
- » Show, edit, or delete tasks or events: Tap an reminder, task, or event to open it, then tap / to edit it, or tap Menu > Delete to remove it.
- » Show, hide, or add calendars: Tap , and select which options, such as events, tasks, birthdays, holidays or other calendars, to show or hide. You can use a computer to add or remove calendars on your Google account at <u>www.google.com/calendar</u>.

Tip: Add a Calendar widget to your home screen. Touch and hold an empty spot on the home screen, tap **Widgets**, then touch and hold a calendar widget and drag it to your home screen.

## More apps

### Google Play

Google Play is a digital content experience from Google where you can find and enjoy your favorite music, movies, TV shows, books, magazines, and Android apps and games.

- » Download apps: Tap 🕨 Play Store.
- » Log in or open a Google account: Visit www.google.com/accounts.
- » Google help: See www.google.com/support.

### **Google Home**

Control your home devices in one place.

Find it: Swipe up from the home screen and tap the Google folder > Home

Follow the prompts to get started.

Note: You may need to download Google Home.

### Google Fit

Get personalized fitness coaching right from your phone.

Find it: Swipe up from the home screen and tap the Google folder > Fit

To learn more and to find out which apps work with **Google Fit**, visit <u>www.google.com/fit</u>.

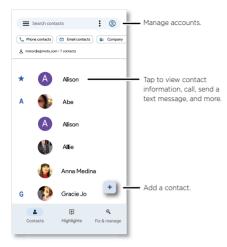
Note: You may need to download Google Fit.

### Contacts

Combine information from your Google contacts and social networks for quick access to everyone you know.

Tip: You can find most of these features on the **A** Contacts tab in the Phone app. See <u>Phone</u>.

Find it: Swipe up from the home screen and tap ( ) Contacts



- » Add a contact: Tap + .
- » Edit or delete: Tap a contact, then tap 🦯 or tap Menu > Delete.
- » Call, text, or email: Tap a contact, then tap an option. (If the contact doesn't have an email address, you can add one, and use <u>Meet</u> to video chat.)
- » Search contacts: In the Contacts list, tap Search contacts.
- » Share a contact: Tap a contact, then tap Menu > Share to send it in a message or email, via a Bluetooth connection, or save to Google Drive<sup>™</sup>.

Tip: Tap a contact, then tap Menu > Add to Home screen to add a shortcut for the contact on your home screen.

- » Synchronize: On your phone, swipe up from the home screen and tap Settings > Passwords & accounts, and choose your Google account. Then tap Account sync > Menu > Sync now.
- » Add your details: To store your user profile, tap your profile picture, then tap Contacts settings > Your info.

### Favorites

Set your most-used contacts as favorites, so you can get to them faster.

- » To set a favorite, swipe up from the home screen and tap 3 Contacts, select a contact and tap  $\frac{1}{2}$ .
- » To see your favorites, tap 🔇 Phone > 📩 Favorites.

### Get contacts

Get all your contacts in one place.

» To add your social networking contacts, swipe up from the home

screen and tap 💿 Settings > Passwords & accounts, then tap Add account.

» To add your email contacts, see Gmail.

Tip: If you add an **Exchange** account, you can send messages to your coworkers, even if you don't have them stored in your contacts.

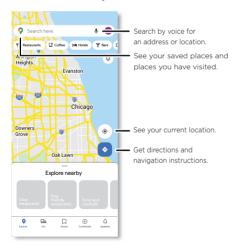
- » To import contacts from your SIM card (if it didn't happen automatically), swipe up from the home screen and tap ( Contacts > Fix & manage > Import from SIM. Tap OK to confirm.
- » To import contacts from your computer, upload the contacts to your Google account at <u>http://contacts.google.com</u>. On your phone, swipe up from the home screen and tap **Contacts** > your profile picture > Manage accounts on this device > Automatically sync app data. You can also see these contacts at <u>http://mail.google.com</u>.

### Maps

Find a nearby cafe, get directions or step-by-step GPS voice navigation using Google Maps<sup>™</sup>.

Find it: Swipe up from the home screen and tap the Google folder > Maps

Enter what you want to find in the search bar, or tap  $\oint$  to search by voice.



Note: Your screen may look different.

- » Find an address: In the search field, type an address or something you're looking for, like "restaurant." Tap an item to see more, or tap an option, such as **Directions** or **Share**, to do more with this item.
- » Get directions: Tap 📀, then enter a place or address.
- » Zoom: To zoom in or out, drag two fingers together or apart on the

screen.

- » Turn: Rotate two fingers on the map to turn it.
- » Tilt: Drag two fingers up or down on the map to tilt it.
- » Identify address: Touch and hold a spot on the map to show the nearest address.
- » Get map help: Tap your profile picture, then tap Help & feedback.

Note: For more on maps, visit support.google.com/maps.

### Drive

Keep all your photos, videos, documents, and more safely in one place private unless you choose to share. Available on Google Drive<sup>™</sup> from all your devices.

Find it: Swipe up from the home screen and tap the Google folder > 
Drive

- » To create a new file or folder, tap +.
- » To open a file, tap it.
- » To edit a document, tap anywhere in the text to begin typing.

Note: You may need to download Google Sheets, Google Docs, or Google Slides to edit a document.

### Music, movies, TV & YouTube

Enjoy quality entertainment experiences right at your fingertips.

#### YT Music

Music everywhere—stream it, buy it, save it, play it. Listen and create playlists anytime.

Find it: Swipe up from the home screen and tap the Google folder > YT Music

To upload your music library to YT Music, from a computer, visit music.youtube.com.

Tip: Share songs directly with your contacts. Tap Menu next to a song and tap **Share**.

For more on the YT Music app, see support.google.com/youtubemusic.

Note: Copyright—do you have the right? Always follow the rules. See "Content copyright" in the legal and safety information on your phone. Connect your phone to the internet, swipe up from the home screen and tap ③ Settings > About phone > Legal information > Legal and safety, then tap Content copyright.

### Google TV

Find and watch content from your favorite apps:

Find it: Swipe up from the home screen and tap the Google folder > Google TV

Select the apps and services for your existing subscriptions, then browse shows and movies to start watching.

#### Apps

### YouTube™

Watch videos and podcasts from YouTube users everywhere—or log in to your account to share your own.

Find it: Swipe up from the home screen and tap the Google folder > 
YouTube

### Recorder

Find it: Swipe up from the home screen and tap 🜗 Recorder

**Note:** Check local laws as you may need permission to record conversations.

### Clock

Find it: Swipe up from the home screen and tap S Clock

Options		
Alarm	<ul> <li>Tap (). Tap an alarm to edit it, or tap (→) to add a new alarm.</li> <li>Tip: Press the volume buttons and tap ••• to adjust Alarm volume.</li> </ul>	
	Wake up to your favorite song by linking to a music app. Or tap <b>Google Assistant Routine</b> to have the Google Assistant provide information to start your day, such as the weather, traffic, or what's on your calendar.	
	When an alarm sounds, tap <b>Stop</b> , or <b>Snooze</b> for ten minutes. When an alarm sounds with your phone locked, swipe right to <b>Stop</b> , swipe left to <b>Snooze</b> for ten minutes.	
Clock	To change your alarm volume, snooze delay, or other settings, tap Menu >> Settings. For other time zones, tap Home time zone.	
Timer	For a timer, tap 🗙.	
Stopwatch	For a stopwatch, tap $\overline{\check{\mathbf{O}}}$ .	
Bedtime	Set consistent bedtime/wake-up times for better sleep. Add a <b>Sunrise Alarm</b> to slowly brighten the screen before the alarm sounds. Tap <b>P</b> .	

Tip: To set your current date, time, time zone, and formats, swipe up from the home screen and tap ③ Settings > System > Date & time.

## Connect, share, pay & sync

- » Connect with Wi-Fi
- » Mobile network
- » Connect with Bluetooth wireless
- » Connect with Ready For
- » Connect to your car
- » Pay with your phone
- » Share files with your computer
- » Virtual Private Network (VPN)
- » Share your data connection by USB cable
- » Share files with Nearby Share
- » Power sharing
- » Print
- » Sync to the cloud
- » Cast to a TV
- » Airplane mode

## Connect with Wi-Fi

### Turn on and connect to networks

Find it: Swipe up from the home screen and tap (2) Settings > Network & internet > Internet, then tap the switch to turn it on

Tip: You can also turn Wi-Fi on and off in **Quick settings**.

Tap a found network to connect to it. If required, enter the password. When connected, you'll see ♥ in the status bar.

Note: When Wi-Fi is on, your phone automatically reconnects to available networks it has used before. If you see a question mark in the Wi-Fi status indicator , swipe the status bar down, tap the network, and enter the network's password.

### Wi-Fi calling

**Note:** Not all carriers support Wi-Fi calling. Your carrier may charge to use this feature.

When Wi-Fi calling is on, your phone can route calls over Wi-Fi or your service provider network, depending on your preference and which signal is stronger.

Find it: Swipe up from the home screen and tap 3 Settings > Network & internet > Mobile network > Wi-Fi calling

### Wi-Fi hotspot

You can make your phone a Wi-Fi hotspot to provide portable, convenient Internet access to other Wi-Fi enabled devices. Your phone turns off Wi-Fi and uses the mobile network for Internet access. This feature may require an additional subscription service from your service provider.

Find it: Swipe up from the home screen and tap (2) Settings > Network & internet > Hotspot & tethering > Wi-Fi hotspot

Note: These steps may vary depending on your network.

To set up security:

- » Hotspot name: Enter a unique name for your hotspot.
- » Hide my device: Hide your hotspot from other devices.
- » Security: Select the type of security you want: WPA3-Personal, WPA2/WPA3-Personal, WPA2-Personal or None. If prompted, enter a unique password (8 characters min.) that others will need to access your Wi-Fi hotspot.
- » Hotspot password: Set or change your hotspot password.

Note: To turn off the hotspot automatically, tap **Timeout setting**. To set which devices can connect to the hotspot, tap **Manage devices** > **Manage allowed devices**.

## Mobile network

Your phone uses your Wi-Fi network to access the Internet. When a Wi-Fi network is not available, you can use your mobile phone network.

Mobile data is on by default. To turn it off, swipe the status bar down and tap **1** Mobile data.

To see network settings options, swipe up from the home screen and tap Settings > Network & internet > Mobile network.

**Note:** You should not need to change any network settings. Contact your service provider for help.

## Connect with Bluetooth wireless

### Turn on and connect devices

Find it: Swipe up from the home screen and tap (2) Settings > Connected devices > Pair new device

Or, to quickly turn on or open Bluetooth settings, swipe the status bar down and tap **Bluetooth**. Touch and hold it to open Bluetooth settings.

**Note:** If Bluetooth is not on, it will turn on to pair a new or previously connected device.

- Make sure the device you are pairing with is in discoverable mode (for details, refer to the guide that came with the device).
- 2 Swipe up from the home screen and tap Settings > Connected devices > Pair new device.
- 3 Tap a found device to connect it. Tap (\*) and choose what the device will be used for. You can tap (\*) next to a saved device and tap (\*) to rename the device.

Tip: To automatically disconnect or reconnect a device, just turn the connected device off or on.

Note: Using a mobile device or accessory while driving may cause distraction and may be illegal. Always obey the laws and drive safely.

### Share files using Bluetooth

- » Photos or videos: Open the photo or video, then tap  ${\bf q}_{\bf 0}^{{\bf 0}}$  > More > Bluetooth.
- » Contacts: Swipe up from the home screen and tap (a) Contacts. Touch and hold a contact, then tap

### **Bluetooth tethering**

To share your phone's internet connection via Bluetooth, swipe up from the home screen and tap 😧 Settings > Network & internet > Hotspot & tethering > Bluetooth tethering.

## Connect with Ready For

Your phone works with **Ready For**, a new platform that extends your phone's experience to any compatible TV, monitor, PC, or Android tablet.

Find it: Swipe up from the home screen and tap ③ Settings > Connected devices > Ready For. Or, to quickly turn on Ready For, swipe the status bar down with two fingers and tap Ready For.

### What you'll need

- » TV/monitor with HDMI port or USB-C video-in port or Miracast<sup>®</sup> compatibility.
- » Windows 10 or 11 PC, Android 11 or later tablet, with the Ready For Assistant app installed.
- » Video-enabled cable with USB-C to plug into the phone and either HDMI or USB-C to plug into the TV/monitor/PC/Android tablet.

**Tip:** You can also connect Bluetooth<sup>®</sup> compatible accessories, such as keyboard, mouse or gaming controller (sold separately), but these are not required.

### Connect with monitor or TV

 Use a USB-C to USB-C cable or USB-C-to-HDMI cable to connect your phone with a TV/monitor.

**Tip:** Set your TV/monitor HDMI source/input to the port that is connected to your phone.

Or to connect your devices wirelessly, on your phone, swipe the status bar down with two fingers, tap **Ready For** > **TV** or **display**, then select a device. Make sure your TV/monitor is Miracast® compatible.

2 On your phone, use the trackpad to select an experience:

**Tip:** If you don't see the trackpad on your phone, tap  $\square$  in the bottom left corner of the screen. Tap  $\square$  in the top right corner to choose the standard trackpad or air mouse. Tap to change the orientation of the trackpad. For more on the trackpad usage, tap . To quickly access the experience hub on the TV/monitor, tap (8).

» Description of the second second

#### Connect, share, pay & sync

email and other apps in full screen desktop mode.

- » E TV: Watch TV and videos on the big screen while streaming from your phone. You can also use your phone without interrupting the streaming.
- » 🞮 Game: See and play games with great detail on your TV/monitor.
- » Video chat: Enhance your video chats with built-in smart software that tracks face movements to keep you center stage in video calls and recordings.

Note: To mirror what's on your phone's screen to the TV/monitor, select Mirror display on the TV/monitor. Whatever you do or view on your phone is shown on the TV/monitor.

Select the app you want to use.

Note: Some apps may not be compatible with your TV/monitor.

### Connect with PC

- 1 Download the **Ready For Assistant** app from <u>www.motorola.com/</u> <u>ready-for</u> to your Windows 10 or 11 PC.
- 2 Install and start the Ready For Assistant app on your PC.
- 3 Use a USB-C cable to connect your phone with the PC, then select Ready For from the pop-up window on your phone.

Or to connect your devices wirelessly, connect them to the same Wi-Fi network. Then on your phone, swipe the status bar down with two fingers and tap **Ready For** > \_\_\_\_ to scan the QR code on the **Via QR code** tab in the **Ready For Assistant** app of the PC.

**Note:** You can also use your phone's camera to scan the QR code to connect to the PC.

- 4 On your phone, swipe the status bar down with two fingers, tap Ready For > PC or tablet to select an experience:
- » Stream apps: Use some mobile apps on your PC screen to multitask without lifting your phone. On your phone, touch and hold an app, then tap Open on PC.
- » Mobile desktop: View and use your phone on a larger screen. On your phone, swipe the status bar down with two fingers, tap Ready For > PC or tablet > Mobile desktop, tap the device name in the available devices list, then tap Extend phone to > Desktop to open the mobile desktop window on your PC.

Note: To mirror what's on your phone's screen to the PC to share your content with others, tap **Extend phone to** > Mirror. To share your phone's home screen on your PC, tap **Extend phone to** > Mobile.

» Files: To transfer files between your phone and PC, on your phone, swipe the status bar down with two fingers, tap Ready For > PC or tablet > Files, tap the device name in the available devices list. Select the file you want to share and tap Ready For on the sharing panel of your phone, or right-click the file on your PC and select Ready For Assistant, select the device name from the list, then tap Accept on the receiving PC or phone. To receive files from an unpaired PC, on your phone, swipe the status bar down with two fingers and tap **Ready For** > • • > **Settings** > **Allow file drop from unpaired devices**, then tap the switch to turn it on.

- » Webcam: Use your phone's superior camera as a webcam for crisper, brighter video calls on your PC. On your phone, swipe the status bar down with two fingers, tap Ready For > PC or tablet > Webcam, and then tap the device name in the available devices list. To stop it, on your PC, tap Stop.
- » Instant hotspot: Provide internet to your PC by sharing your phone's mobile data connection. On your phone, swipe the status bar down with two fingers, tap Ready For > PC or tablet > Instant hotspot, and then tap the device name in the available devices list.

### Connect with tablet

- 1 Download the **Ready For Assistant** app from Play Store to your Android 11 and later tablet.
- 2 Install the Ready For Assistant app on your tablet.
- 3 Connect your phone and tablet with a USB-C-to-USB-C cable.

Or to connect your devices wirelessly, connect them to the same Wi-Fi network.

- 4 On your tablet, open the **Ready For Assistant** app and tap **Mobile view** or **Instant tethering** to display the QR code.
- 5 Use your phone's camera to scan the QR code.

Or on your phone, swipe the status bar down with two fingers and tap **Ready For** >  $\begin{bmatrix} - \\ - \end{bmatrix}$  to scan the QR code to connect both devices.

- » **Mobile view:** Mirror your phone screen to a floating window on your tablet, and use your phone apps separately on both devices.
  - To minimize the mobile view window, tap at the top of the window.
  - To open the minimized window, tap
  - To move the position of the mobile view window, touch and hold
     or the top edge of the mobile view window and drag it to a new position.
  - To close the mobile view window, tap  $\bigotimes$  at the top of the window.
- » Instant tethering: Provide internet to your tablet by sharing your phone's mobile data connection.
- » File share:
  - To transfer files between your phone and tablet, select the file you
    want to share, tap Ready For on the sharing panel of your phone or
    tap Ready For Assistant on that of your tablet, select the device
    name from the list, then tap Accept on the receiving tablet or phone.
  - To receive files from unpaired phones, on your tablet, open the Ready For Assistant app and tap <sup>(2)</sup>/<sub>2</sub> > Allow file share from unpaired devices, tap to turn it on.

### Learn more about Ready For

To change the **Ready For** settings such as renaming your phone, disabling your phone's visibility to other devices and more, on your phone, swipe the status bar down with two fingers and tap **Ready For** > > > Settings.

To learn more about **Ready For** usage, on your phone, swipe the status bar down with two fingers and tap **Ready For** > > + Help.

### Connect to your car

You can use **Android Auto** to connect your phone to your car's display and control maps, media, and messaging. Use voice commands using the Google Assistant. Just say "Hey Google."

Note: To turn this feature on, swipe up from the home screen and tap Settings > Google > Settings for Google apps > Search, Assistant & Voice > Voice > Voice Match.

Once connected via a USB to USB-C cable, or connected wirelessly, Android Auto starts automatically.

Tip: To set the voice languages, sign in to your Google Account, and swipe up from the home screen and tap 3 Settings > Google > Settings for Google apps > Search, Assistant & Voice > Voice > Languages.

**Note:** Confirm that your car and Android phone are compatible with **Android Auto**. Your phone might ask you to download the Android Auto app or update to the newest version of the app. To learn about more features, go to <u>http://android.com/auto</u>.

## Pay with your phone

You can use a secure payment app, like **Google Wallet**, to pay for your purchase (where available and supported).

To turn on NFC, swipe up from the home screen and tap (2) Settings > Connected devices > Connection preferences > NFC, then tap the switch to turn it on.

Look for the NFC logo on the payment device, to confirm that you can make a mobile payment. Touch the back of your phone to the payment device to pay for your purchase. You may need to authenticate your purchase using your fingerprint or passcode.

## Share files with your computer

Copyright—do you have the right? Always follow the rules. See "Content copyright" in the legal and safety information on your phone. Connect your phone to the internet, swipe up from the home screen and tap (2) Settings > About phone > Legal information > Legal and safety, then tap Content copyright under Legal & safety.

You can use a USB cable to move music, pictures, videos, documents, or other files between your computer and phone.

**Note:** If your phone gets exposed to water, ensure that the port is completely dry before connecting a USB cable. If water is detected on the USB connector, a warning notification appears in the Notification panel.

Tip: You can also Connect with Ready For or your Google Account to

sync files.

### For Microsoft<sup>®</sup> Windows<sup>®</sup>:

- 1 Unlock your phone.
- 2 With a USB cable, connect your phone to your computer.
- 3 On your phone, when the Select USB mode popup shows, tap File Transfer or Photo & video transfer. Or swipe up from the home screen and tap ③ Settings > Connected devices > USB > File transfer.
- 4 A file transfer window will open on your computer. Use it to drag files. If you don't see it, go to **This PC** and select your phone, then you can drag and drop files.
- 5 When you're done, eject your phone from Windows and unplug the USB cable.

Tip: For more instructions or driver files, visit <u>www.motorola.com/support</u>.

### For Apple<sup>™</sup> Macintosh<sup>™</sup>:

Use Android File Transfer, available at <u>www.android.com/filetransfer</u>.

## Virtual Private Network (VPN)

A VPN lets you access files on a secured network (like an office network with a firewall). Contact the network administrator for VPN settings, and any additional apps or requirements.

To enter VPN settings, swipe up from the home screen and tap Settings > Network & internet > VPN. Tap + to add a new VPN. Choose the type of VPN and enter settings from the network administrator. Select the VPN name to connect.

## Share your data connection by USB cable

Your computer can access the Internet through your phone's mobile network—you just need a USB cable.

**Note:** Your phone turns off Wi-Fi and uses the mobile network for Internet access. This feature may require an additional subscription service from your service provider.

1 Connect your phone to your computer using a USB cable.

Note: Mac computers can't tether with Android by USB.

- 2 On your phone, swipe down from the home screen and make sure Wi-Fi is off.
- 3 On your phone, swipe up from the home screen and tap ③ Settings > Network & internet > Hotspot & tethering > USB tethering.

To stop the connection, tap **USB tethering** again, then disconnect your phone from your computer.

## Share files with Nearby Share

Share files with nearby contacts using Nearby Share.

Find it: Swipe up from the home screen and tap ③ Settings > Connected devices > Connection preferences > Nearby Share, then tap the switch

#### next to Use Nearby Share to turn it on

**Note:** Bluetooth and Location features must be turned on. Not all phones can receive files using Nearby Share.

- 1 Tap Device visibility and then turn on the switch next to Visible to nearby devices to choose an option:
  - Everyone: Anyone near you can share with your phone when the screen is unlocked.
  - Contacts: Your phone is visible to your nearby contacts while your screen is on and unlocked. You can choose to make your phone visible to all contacts or select specific contacts.
  - Your devices: Your phone is visible to your devices with the same Google Account signed in.
- 2 Open the file you want to share, such as a photo, video, or website.
- 3 Tap < > 🔀 Nearby Share.

Note: If you don't see X Nearby Share as an option, tap Create link, then tap X Nearby Share.

- 4 Tap the device to send the file.
- 5 Tap Accept on the receiving phone.

## **Power sharing**

Use your phone to charge another Qi-certified wireless charging compatible device.

Find it: Swipe up from the home screen and tap ③ Settings > Battery > Power sharing, then tap the switch next to Allow power sharing to turn it on

Note: You may not be able to charge another device if your battery is low.

- Remove all covers and accessories and place your phone screen down on a flat surface.
- **2** Place a compatible device on top of your phone. You may need to move the device to make a connection.

Note: You'll feel a vibration when the devices connect.

## Print

Print your photos, documents, and more from your phone.

Swipe up from the home screen and tap 🔕 Settings > Connected

devices > Connection preferences > Printing, then tap a print service. Tap Add service to add a print service that can provide data by Wi-Fi or mobile network.

To print from your phone, select the file and tap Menu or More > Print.

## Sync to the cloud

One account with access to everything, everywhere—phone, tablet, computer.

### Auto-sync your Google account

To auto-sync your Google account, swipe up from the home screen and tap (2) Settings > Passwords & accounts, then tap the switch next to Auto-sync work data or Auto-sync personal data to turn it on.

### Manually sync your Google account

To manually sync your Google account, swipe up from the home screen and tap ③ Settings > Passwords & accounts, choose your Google account, select Account sync, and tap the switch next to the services you want to sync. Then, tap Menu  $\stackrel{\bullet}{\bullet}$  > Sync now.

If an app doesn't show in the account sync list, it can't auto-sync with your Google Account. To manually sync other Google apps, look in each app's settings menu for an option to sign in or sync. You can also use **(1) Google One** to **Backup & restore** all the apps, messages, and more.

### Phone, & tablet & Bluetooth® accessories

Your Android phone, tablet and Bluetooth accessories can work together to help you get the most out of both:

- » Transfer media and files: Copy files to your phone and transfer them to other devices—see <u>Share files with your computer</u>.
- » Phone hotspot: If you have a Wi-Fi tablet, turn your phone into a Wi-Fi hotspot to let your tablet access the Internet anywhere—see <u>Wi-Fi</u><u>hotspot</u>.
- » Bluetooth accessories: If you have a Bluetooth keyboard or other accessories to use with your tablet, remember you can use them with your phone too. To connect them, see <u>Connect with Bluetooth</u> wireless.

## Cast to a TV

To cast (mirror) your screen on a TV, showing all apps and screens you use on your phone, you'll need to use a TV with Chromecast™ built-in, or plug a Chromecast device into your TV's HDMI port.

- Make sure your phone and TV/Chromecast device are connected to the same Wi-Fi network.
- 2 On your phone, swipe up from the home screen and tap (2) Settings > Connected devices > Connection preferences > Cast.
- 3 Tap the name of the TV/Chromecast device to connect.

Note: To stop casting, on the casting notification, tap ∨ > Disconnect.

Tip: You can also mirror your phone on a TV using Ready For. For more, see <u>Connect with Ready For</u>.

## Airplane mode

Use airplane mode to turn off all your wireless connections—useful when flying. Swipe the status bar down and tap  $\bigstar$  Airplane mode.

**Note:** When you select airplane mode, all wireless services are disabled. You can then turn Wi-Fi and/or Bluetooth back on, if permitted by your

#### Connect, share, pay & sync

airline. Other wireless voice and data services (such as calls and text messages) remain off in airplane mode. Emergency calls to your region's emergency number can still be made.

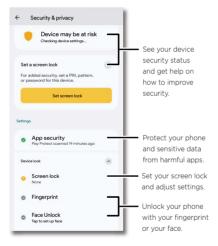
## Protect your phone

- » Security
- » Privacy
- » Google privacy & security
- » App pinning
- » Backup & restore
- » App safety
- » Data usage

## Security

Your phone and sensitive data are protected, even when you are not using the phone.

Find it: Swipe up from the home screen and tap (3) Settings > Security & privacy



### App security

Google Play Protect regularly checks your phone and apps for harmful behavior. You'll be notified of any detected security risks.

Find it: Swipe up from the home screen and tap (2) Settings > Security & privacy > App security

» Scan harmful apps: Google Play Protect is on by default on your phone. To turn it off, tap , tap the switch next to Scan apps with Play Protect, and then tap Turn off.

**Note:** For security reasons, it's recommended that you always keep Google Play Protect on.

» Detect unknown apps: Google Play Protect automatically sends apps

installed from unknown sources to Google for better detection. To turn off this feature, tap (), and then tap the switch next to **Improve** harmful app detection.

» Manage permissions for unused apps: Google Play Protect automatically resets permissions, deletes temporary files, and stops notifications for apps you haven't used for at least three months. To turn off this feature for individual apps, tap () > Permissions for unused apps, then select an app and tap Pause app activity if unused.

### **Device lock**

The easiest way to protect your phone is to lock your touchscreen when you are not using it. You can choose the best method for you to unlock your phone.

### Screen lock

Find it: Swipe up from the home screen and tap (2) Settings > Security & privacy > Device lock > Screen lock

- 1 Select a lock type:
  - None: Turn off the screen lock.
  - Swipe: Drag up from the bottom of the screen to unlock.
  - Pattern: Draw a pattern to unlock.
  - PIN: Enter four to sixteen digits to unlock.
  - Password: Enter four to sixteen letters, digits, or symbols to unlock.
- 2 After setting the lock type, tap () for screen lock settings. Tap Lock after screen timeout to change when to lock after screen timeout (except when kept unlocked by Smart Lock).

**Tip:** To change when your touchscreen goes to sleep, swipe up from the home screen and tap **o Settings** > **Display** > **Screen timeout**.

**Note:** You can make emergency calls on a locked phone (see <u>Emergency</u> <u>calls</u>). A locked phone still rings, and you do not need to enter a PIN or password to answer a call.

### Unlock with your fingerprint

You can use the fingerprint sensor (see **First look** for the sensor location) to unlock your phone, authorize purchases, or sign in to apps.

Find it: Swipe up from the home screen and tap (2) Settings > Security & privacy > Device lock > Fingerprint

**Tip:** You need to set a backup screen lock first such as a pattern, PIN, or password before adding a fingerprint.

- » Enroll your fingerprint: Follow the on-screen prompts to record your fingerprint. When finished, tap Done, or tap Add another to add another fingerprint.
- » Add more fingerprints: Tap Add fingerprint. You can add up to 5 fingerprints.
- » Remove your fingerprint: Tap 🔟 next to a fingerprint to delete it.
- » Rename your fingerprint: Tap a fingerprint name, then type a new

name and tap OK.

### Unlock with your face

Unlock your phone by looking at it.

**Caution:** Face unlock is less secure than a pattern, PIN, or password. Someone who looks like you could unlock your phone.

Find it: Swipe up from the home screen and tap (2) Settings > Security & privacy > Device lock > Face Unlock

**Tip:** You need to set a backup screen lock first such as a pattern, PIN, or password before adding a face.

- » Enroll your face: Tap Set up and follow the on-screen prompts to record your face. When finished, tap Next > Done.
- » Change face unlock settings: Customize how to unlock your phone with your face.
  - Skip lock screen: You can go to the home screen or the last used app directly after unlocking with your face. When this feature is off, to go to the home screen or the last used app, you need to swipe up from the lock screen after unlocking.
  - Lift to unlock: Tap the switch to turn it on, and then you can unlock your phone by lifting and looking at it. When this feature is off, you need to look at your phone and press the Power button to unlock your phone.
- » Redo your face model: To remove the existing face model and create a new one, tap Redo face scan > Redo.
- » Remove face unlock: To delete the stored face model and turn off face unlock, tap Delete face model > Delete.

Note: If your phone has been locked for more than 4 hours, face unlock can't work until you unlock the phone with another screen lock method.

### Smart lock

Keep your phone unlocked when it's safe with you.

Find it: Swipe up from the home screen and tap ③ Settings > Security & privacy > More security settings > Smart Lock

- » Tap **On-body detection** to keep your phone unlocked when it's in motion.
- » Tap **Trusted places** and **Trusted devices** to add locations and nearby devices that will keep your phone unlocked.

### SIM card lock

Your SIM card came with a default PIN from your carrier. You can use it to set up an optional SIM card lock, which prevents others from using your cellular plan and accessing account information if your phone is stolen.

Find it: Swipe up from the home screen and tap 🔞 Settings > Security & privacy > More security settings > SIM card lock

**Note:** If you add a SIM card lock, you will be prompted to enter the PIN each time you swap SIM cards or restart the phone.

#### Protect your phone

- Make sure you have the PIN your carrier provided with the SIM card. If you don't have it, contact your carrier.
- 2 Tap the switch next to Lock SIM card, then enter your carrier-provided PIN and follow the prompts to set up a SIM card lock.
- 3 Tap Change SIM PIN and then follow the prompts to change the default SIM PIN.

**Caution:** If you enter an incorrect PIN multiple times, your SIM card will be disabled. To enable your SIM card again, contact your carrier for a PIN Unlock Key (PUK).

### Can't unlock?

If you forget your pattern, PIN, or password, you can enter your Google account email and password on another device to unlock the phone.

If you don't have a Google account on your phone, contact your service provider to have your phone factory reset.

Warning: A factory reset will delete all data on your phone.

### Secure folder

Add apps and files to your secure folder to keep your sensitive data safe.

Find it: Swipe up from the home screen and tap 🔞 Settings > Security & privacy > More security settings > Secure folder

Or, you can also open your secure folder from Moto Secure. Swipe up from the home screen and tap O Moto Secure > Secure folder. For more, see Moto Secure.

### Network protection

Protect your phone from unsecure networks.

Find it: Swipe up from the home screen and tap (2) Settings > Security & privacy > More security settings > Network protection

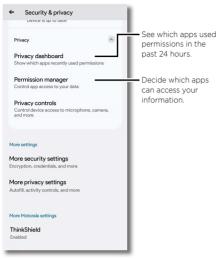
Or, you can also open network protection from Moto Secure. Swipe up from the home screen and tap **O** Moto Secure > Network protection. For more, see <u>Moto Secure</u>.

## Privacy

Keeping your information safe is important.

Find it: Swipe up from the home screen and tap 💿 Settings > Security &

### privacy > Privacy



### Privacy dashboard

See which apps used your phone's permissions in the past 24 hours.

Find it: Swipe up from the home screen and tap (2) Settings > Security & privacy > Privacy > Privacy dashboard

Tap Location, Camera, or Microphone, to see a timeline of when apps were used. Tap Manage permission to view and change permissions. Tap See other permissions for more apps.

### Permission manager

See which apps have permissions to access private information, such as calendar events, contacts, and your location.

Find it: Swipe up from the home screen and tap (2) Settings > Security & privacy > Privacy > Permission manager

Tap a permission, then select an app and tap **Allow**, **Don't allow**, **Allow all** the time, **Allow only while using the app**, or **Ask every time**.

Note: Turning off permissions may cause an app not to function correctly.

### **Privacy controls**

Control your phone's access to camera, microphone, location, and more.

Find it: Swipe up from the home screen and tap 3 Settings > Security & privacy > Privacy > Privacy controls

### Control access to your camera and microphone

Your phone allows apps and services to access your camera and microphone.

To block access to your camera or microphone for all apps and services, swipe up from the home screen and tap ③ Settings > Security & privacy > Privacy > Privacy controls, and then tap the switch next to Camera access or Microphone access to turn it off.

Tip: To know which app is using your camera or microphone and block the app from using it, see <u>Privacy notifications</u>. To control the camera or microphone access for an individual app, see <u>Permission manager</u>.

Note: If Microphone access is turned off, microphone data may still be shared when you call an emergency number.

### Show clipboard access

Your phone shows a message when apps access text, images, or other content you've copied. To turn this off, swipe up from the home screen and tap ③ Settings > Security & privacy > Privacy > Privacy controls > Show clipboard access.

### Show passwords

Your phone briefly shows password characters as you type. To turn this off, swipe up from the home screen and tap (2) Settings > Security & privacy > Privacy > Privacy controls > Show passwords.

### Location Settings

You can manage your location permissions and see which apps recently used your phone's location. Location may use sources, like GPS, Wi-Fi, mobile networks, and sensors.

Find it: Swipe up from the home screen and tap (2) Settings > Security & privacy > Privacy > Privacy controls > Location Settings

- » To block access to your phone's location for all apps and services, tap the switch next to **Use location** to turn it off.
- » To see all apps that recently used your phone's location, tap See all.
- » To choose which apps can access location, tap App location permissions, then select an app and tap Allow all the time, Allow only while using the app, Ask every time, or Don't allow.

Tip: To share only your approximate location to an individual app, tap the switch next to **Use precise location** to turn it off.

» To choose which services can access your location, tap **Location** services, then select a service and tap the switch to turn it on or off.

### Notifications on lock screen

Your phone shows notifications even when it's locked.

To choose which notifications show, swipe up from the home screen and tap 💿 Settings > Security & privacy > More privacy settings > Notifications on lock screen. Tap Show all notification content, Show sensitive content only when unlocked, or Don't show notifications at all.

Or, you can also swipe up from the home screen and tap ③ Settings > Notifications > Notifications on lock screen. Tap Show conversations, default, and silent, Hide silent conversations and notifications or Don't show any notifications.

## Google privacy & security

Find it: Swipe up from the home screen and tap 3 Settings > Google > Manage your Google Account

Tap an option:

- » **Personal info:** Review your information. You can remove or add information, and choose who can see your information.
- » Data & privacy: Review websites you've visited and more. Choose whether to save your browser and other history. If there are privacy suggestions, tap to explore them.
- » Security: See recommendations to protect your account and recent sign-in activity. Set up additional verification methods to make your account more secure.

## App pinning

To keep an app open on your screen, pin it for easy access.

Find it: Swipe up from the home screen and tap ③ Settings > Security & privacy > More security settings > App pinning, then tap the switch to turn it on

To pin an app, open the app and tap Recents  $\blacksquare$ , then tap the app's icon at the top of the screen and tap  $\square$  **Pin**.

To unpin the app, touch and hold 🗲 and 📕

## Backup & restore

Find it: Log into your Google account, swipe up from the home screen and tap ③ Settings > System > Backup, then tap the switch next to Backup by Google One to turn it on and tap Back up now

Your Google account data is backed up online. If you reset or replace your phone, just log in to your Google account to restore the contacts, events, and other details you synced with the account.

To restore your Google Play apps, see Take care of your apps.

**Tip:** Every Google Account comes with 15 GB of cloud storage for Google Drive, Gmail, and Google photos. You can also use **(1) Google One** for more storage. Additional charges may apply.

## App safety

Tip: Choose your apps and updates carefully, as some may impact your phone's performance—see Choose carefully.

### Apps from Google Play

Get music, movies, books, apps, games, and more.

Find it: ⋗ Play Store

### Apps from the Internet

You can get apps from other online app stores using your browser.

When installing an app, make sure you read the alerts that tell you what information the app will access. If you don't want the app to access this information, cancel the installation, or set strong privacy permissions: swipe up from the home screen and tap 🔞 Settings > Security & privacy.

To let your phone install apps that are not on Google Play, swipe up from the home screen and tap ③ Settings > Apps > Special app access, then tap Install unknown apps and choose which apps are allowed to install them.

### Choose carefully

Here are a few tips:

- » To help prevent spyware, phishing, or viruses, use apps from trusted sites, like Play Store.
- » Check the app's ratings and comments before installing. If you doubt the safety of an app, don't install it.
- » Apps use up memory, data, battery, and processing power—some more than others. If you're not happy with how much memory, data, battery or processing power an app is using, uninstall it.
- » Monitor children's access, to prevent exposure to inappropriate content, and set limits on phone use, swipe up from the home screen and tap ③ Settings > Digital Wellbeing & parental controls.
- » Certain apps may not provide completely accurate information. Take care, especially when it comes to personal health.

### Set app permissions

You may be asked for permissions when you use a feature in an app.

To modify permissions for an app, touch and hold an app, then tap (i) App info > **Permissions**. Tap a feature (such as microphone), then tap **Allow all the time**, **Allow only while using the app**, **Ask every time**, or **Don't allow**.

#### Take care of your apps

» Uninstall apps: To remove an app from your phone, touch and hold the app, then drag it to Uninstall.

To remove an app from the home screen, touch and hold the app, then drag it to **Remove**. The app isn't removed from your phone, just the home screen.

Note: Not all apps can be uninstalled, but they can be disabled.

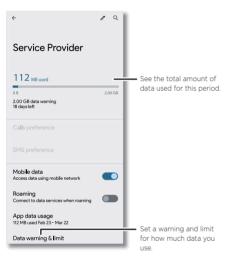
- » Disable/Stop apps: To disable an app or force it to stop running, swipe up from the home screen and tap 3 Settings > Apps. Tap an app, then tap Disable or Force stop. To enable it, tap Enable.
- » Reinstall apps: To reinstall apps from Google Play, swipe up from the home screen and tap Play Store. Tap your profile picture, then tap Manage apps & device > Manage > Installed > Not installed. The apps you've used before are listed and available for download.

- » Update apps: See Add and update apps.
- » See app details: Touch and hold an app, then tap (i).
- » See app data usage: To show which apps are using the most data, swipe up from the home screen and tap 3 Settings > Network & internet > Mobile network > App data usage. For more, see Data usage.

### Data usage

You can track the amount of data your phone uploads and downloads.

Find it: Swipe up from the home screen and tap 3 Settings > Network & internet > Mobile network



To see a breakdown of which apps are using data, swipe up from the home screen and tap Settings > Network & internet > Mobile network > App data usage. Some apps transfer data in the background when you're not viewing them—to help reduce this type of data usage, swipe up from the home screen and tap Settings > Network & internet > Data Saver, then tap the switch next to Use Data Saver to turn it on.

Tip: To see Wi-FI data usage, swipe up from the home screen and tap Settings > Network & internet > Internet > Non-carrier data usage.

**Note:** Usage information is provided to help you manage your phone. This may not match the amounts charged by your service provider, as they're not measured in the same way.

## **Troubleshoot your phone**

- » Restart or remove an app
- » Restart your phone
- » Check for software update
- » <u>Reset</u>
- » Free up storage
- » Stolen phone
- » Find the IMEI number

### Restart or remove an app

If an app locks up your phone as soon as you turn it on, restart in Safe Mode: Press and hold the Power button. When you see the **Power off** option, press and hold it, then tap **OK**. Your phone restarts with **Safe mode** in the lower left. Then, try removing the app.

To exit safe mode, restart your phone.

## Restart your phone

In the unlikely event that your phone stops responding to touches and button presses, try a reboot—press and hold the Power button until the screen goes dark and your phone restarts.

## Check for software update

To manually check for updates, swipe up from the home screen and tap Settings > About phone > Android version > Google Play system update.

Your phone downloads updates over your Wi-Fi connection (if available) or mobile network. We recommend that you download updates over a Wi-Fi connection. These updates can be quite large and may not be available in all countries.

For safety reasons, your phone may receive security updates automatically over mobile network, if Wi-Fi is not available.

**Note:** When updating your phone, make sure you have enough battery power to complete the update.

If the mobile network updates are not available in your country, update using a computer. On your computer, go to <a href="https://www.motorola.com/update">www.motorola.com/update</a>.

## Reset

To reset your phone to factory settings and erase all the data on your phone, swipe up from the home screen and tap 🔞 Settings > System >

Reset options > Erase all data (factory reset).

Warning: All downloaded apps and user data on your phone will be deleted. Data on the cloud will not be deleted.

## Free up storage

To help your phone perform better, you can remove old and unused items, like downloads and apps.

#### Troubleshoot your phone

Tip: To see how much storage you have left on your device, swipe up from the home screen and tap **3 Settings > Storage**.

- » Clear unused files: Swipe up from the home screen and tap i Files > Clean. Follow on-screen instructions to remove items. To view the type of items, tap i Files > Browse, then tap a category (downloads, images, videos, apps, etc.).
- » Uninstall apps: Swipe up from the home screen and tap is Settings > Apps > an app > Uninstall.
- » Clear apps data: Swipe up from the home screen and tap () Settings > Apps, then select an app and tap Storage & cache > Clear storage, Clear cache, or Manage space. Or swipe up from the home screen, touch and hold an app, then tap () App info > Storage & cache > Clear storage, Clear cache, or Manage space.
- » Delete photos & videos: Swipe up from the home screen and tap Photos, then touch and hold one or multiple items you want to remove and tap Delete.

**Note:** If you back up photos and videos to your Google account, when you delete them from the Google Photos app, they're also deleted from your Google account.

» Remove backed up photos and videos over a period of time: To automatically remove copies from your phone's internal storage after 30, 60, or 90 days, swipe up from the home screen and tap

Settings > Storage > Storage manager. Tap the switch next to Use Storage manager to turn it on, then tap **Remove photos & videos** and select a duration.

## Stolen phone

Find My Device allows you to remotely locate and lock your phone, and erase its data, to protect your phone in case it's lost or stolen.

Find it: Swipe up from the home screen and tap Settings > Security & privacy > Find My Device > Use Find My Device

To learn how to use Find My Device, tap **Learn more**. To confirm that you can find your phone, visit <u>https://www.google.com/android/find/</u> from your computer or another device.

## Find the IMEI number

You can find the IMEI number by typing \*#06# on your phone's dialpad. Or swipe up from the home screen and tap 3 Settings > About phone > IMEI.

Note: For service and support, see Get more help.

## Accessibility

See, hear, speak, feel, and use. Accessibility features are there for everyone, helping to make things easier.

Find it: Swipe up from the home screen and tap (2) Settings > Accessibility

Tip: For more information about your phone's accessibility features, visit www.motorola.com/accessibility.

- » Create a shortcut
- » Make your phone speak
- » Speak to your phone
- » Change your phone's display
- » Change your phone's sounds
- » Hearing aids (U.S. only)

## Create a shortcut

For some accessibility features, you can use a gesture to quickly activate accessibility features on your phone.

Find it: Swipe up from the home screen and tap (3) Settings > Accessibility

To set up a shortcut, tap a feature, such as magnification, then tap the switch next to the shortcut to turn it on. To use the shortcut, tap the shortcut icon that's added to the screen.

**Tip:** To customize accessibility shortcuts, swipe up from the home screen and tap **3 Settings > Accessibility > Accessibility shortcuts**.

Note: You can also use a large on-screen menu to control your device. Swipe up from the home screen and tap Settings > Accessibility > Accessibility Menu, then tap the switch next to Accessibility Menu shortcut to turn it on.

## Make your phone speak

### Select to speak

Find it: Swipe up from the home screen and tap 3 Settings > Accessibility > Select to Speak

Tap the switch to turn it on, then tap  $\bigcirc$  >  $\blacktriangleright$ . Your phone reads the screen from top to bottom.

### TalkBack

Use TalkBack to read your screen out loud—screen navigation, selections, even books.

To turn TalkBack on, swipe up from the home screen and tap 🔯 Settings

#### > Accessibility > TalkBack > Use TalkBack.

- » Tap something on the screen to hear a description or text readout.
- » Double-tap an outline to open or activate an item.
- » Swipe using two fingers to scroll through lists or between screens.

#### Accessibility

» Tap Use TalkBack, then double-tap the outline. On the Confirmation message, tap Stop, then double-tap it.

Tip: To customize TalkBack settings, swipe up from the home screen and tap (2) Settings > Accessibility > TalkBack > Settings.

### Text-to-speech output

To set the language, speech rate and pitch of the screen reader, swipe up from the home screen and tap 🙆 Settings > Accessibility > Text-to-speech output.

### Braille

Combine your Braille display with TalkBack for braille and speech feedback.

To use Braille display, first turn on **TalkBack**. To turn on your Braille display, swipe up from the home screen and tap **Settings** >

# Accessibility > TalkBack > Settings > Braille display > Use braille display.

Tip: To set up Braille keyboard, swipe up from the home screen and tap Settings > Accessibility > TalkBack > Settings > Braille keyboard.

## Speak to your phone

Speak a command to turn on an accessibility feature. For example: "Hey Google, turn on TalkBack". For more on voice commands, see **Speak**.

## Change your phone's display

### **Display settings & magnification**

Get a closer look.

- » Change font size: Increase the font size on your screen. Swipe up from the home screen and tap O Settings > Accessibility > Display size and text > Font size. See also <u>Customize sounds & appearance</u>.
- » Change display size: Make the items on the screen larger. Swipe up from the home screen and tap Settings > Accessibility > Display size and text > Display size.
- » Adjust colors: Adjust colors if you are color blind. Swipe up from the home screen and tap 3 Settings > Accessibility > Color and motion > Color correction. Tap Use color correction and choose an option.
- » Display brightness: Swipe the status bar down twice and drag the slider to set brightness level. If the brightness slider doesn't go low enough, you can set the screen to extra dim. Swipe up from the home screen and tap ③ Settings > Accessibility > Extra dim, then tap the switch next to Make screen extra dim to turn it on and use the Intensity slider to dim the screen.
- » Pinch to zoom: Pinch to zoom on maps, web pages, and photos. To zoom in, tap the screen with two fingers and then drag them apart. To zoom out, drag your fingers together, or double-tap the screen.
- » Screen magnification: Swipe up from the home screen and tap Settings > Accessibility > Magnification. Tap Magnification

#### Accessibility

**shortcut**, and choose a shortcut. Then tap the screen, drag two fingers to move around the screen, and pinch to adjust zoom.

» Browser: Choose text size when browsing websites. Swipe up from the home screen and tap (Chrome > Menu > Settings > Accessibility. Select Force enable zoom to allow zooming on all web pages.

### Messages

To make text entry even easier, use features like auto-capitalization, auto-correction, and more. Swipe up from the home screen and tap Settings > System > Languages & input > On-screen keyboard > Gboard > Text correction. Or tap  $\clubsuit$  on the keyboard and speak your

message.

### Live caption

Automatically caption videos, audio messages, recordings, and more. Swipe up from the home screen and tap 🙆 Settings > Accessibility > Live Caption. Or you can press the side volume buttons and tap 🔄 to turn it on.

When a caption shows, touch and hold the caption to move it. Double-tap the caption to expand it.

To customize caption size and style, swipe up from the home screen and tap (2) Settings > Accessibility > Caption preferences.

Note: Live Caption uses more battery.

## Change your phone's sounds

### Calls

When you want to hear who's calling, assign a unique ringtone to a contact. Swipe up from the home screen and tap ( ) Contacts, tap the contact, then tap Menu > Set ringtone.

To end a call by pressing the Power button, swipe up from the home screen and tap 3 Settings > Accessibility > System controls > Power button ends call.

### Volume & vibrate

Find it: Swipe up from the home screen and tap 💿 Settings > Sound & vibration

- » Drag the volume sliders to set volume levels for your music or videos, alarms, and ringtones/notifications.
- » To make your phone vibrate for incoming calls (even when the ringer is silent), tap Vibration & haptics > Ring vibration.

Tip: Feel a vibration when you tap the screen. Tap Vibration & haptics > Touch feedback to turn it on/off.

## Hearing aids (U.S. only)

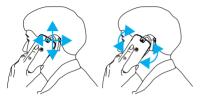
To help get a clear sound when using a hearing aid or cochlear implant, your phone may have been rated for use with hearing aids. If your phone's box has "Rated for Hearing Aids" printed on it, then please read the

#### Accessibility

following guidance.

**Note:** Ratings are not a guarantee of compatibility (visit <u>www.motorola.com/hacphones</u>). You may also want to consult your hearing health professional, who should be able to help you get the best results.

- » Settings: Tap ( Phone > Menu > Settings > Accessibility > Hearing aids.
- » **Call volume:** During a call, press the side volume buttons to set a call volume that works for you.
- » Position: During a call, hold the phone to your ear as normal, and then rotate/move it to get the best position for speaking and listening.



### TTY (U.S. only)

You can use your phone in TTY mode with standard teletype machines.

Note: Wi-Fi must be turned off.

Tap ( Phone > Menu > Settings > Accessibility > TTY mode and select the mode you need:

- » TTY Full: Type and read text on your TTY device.
- » TTY HCO: Type on your TTY device and listen to voice replies on your phone's speaker.
- » TTY VCO: Speak into your phone and read text replies on your TTY device.

**Note:** You'll need a cable/adapter to connect your TTY device to the headset jack on your phone. Refer to your TTY device guide for mode and usage information.

## Get more help

Get answers, updates, and info:

- » Help is here: Swipe up from the home screen and tap ③ Settings > Help to get walk-through tutorials, how-tos, or FAQs, right on your phone.
- » Get more: Get software, FAQs, and more at <u>www.motorola.com/mymotoedge</u>.
- » **Join the conversation:** Find us on YouTube, Facebook™, and X (formerly known as Twitter).

# Where is my legal, safety & regulatory information?

In order to provide you with better access to this important information, we've made the materials accessible from the phone's settings menu and on the web. Review these materials prior to using your device. To access the materials from a connected phone, go to **Settings > About phone > Legal information**, and select a topic.

To access the materials on the web, visit www.motorola.com/device-legal.

## Service & repairs

If you have questions or need assistance, we're here to help. Go to <u>www.motorola.com/support</u>, where you can select from a number of customer care options.

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