moto g4 PLAY

At a glance	Start	Home screen & apps	Moto app	Control & customize	Accessibility
Calls	Contacts	Messages	Email	Type	Google Apps™
Browse	Photos & videos	Music	Locate & navigate	Organize	Connect & transfer
Protect	Want more?	Troubleshoot	Safety	Hot topics	Search topics

Lenovo

At a glance
Phone overview
Hot topics

Phone overview

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

Note: Software updates happen frequently, so your phone may look a little different.

Tips & tricks

- **Start:** Ready to start? See "**Start**".
- **Top topics:** Just want a quick list of what your phone can do? See "**Hot topics**".
- **Help:** All your questions about your new phone answered right on your phone. Tap Apps > **Help**. Want even more? See "**Get help & more**".

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

SAR 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 1.0 cm 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 the SAR values for your phone, visit https://motorola.com/sar. To view additional SAR information on your phone, tap Apps > **Settings** > **Legal information** > **RF information**. To view the information on the web, visit www.motorola.com/rfhealth.

Caution: Before using your phone, please read the safety, regulatory and legal information at www.motorola.com/device-legal.

At a glance
Phone overview
Hot topics

Hot topics

Check out what your phone can do.

Find these fast: Wi-Fi, airplane mode, and flashlight.	"Quick settings"
Pinch, zoom, swipe, and more.	"Controls & gestures"
Choose new wallpaper, sounds, and more.	"Redecorate your home screen"
More megapixels for clearer photos.	"Take photos"
Access the internet.	"Browse"
Browse, shop, and download apps.	"Download apps"
Keep your info safe. Set up your password and more.	"Protect"
Never get lost again.	"Locate & navigate"
Save data charges. Use Wi-Fi.	"Wi-Fi networks"
Stuck? Confused?	"Help app"

Start
- **Remove the back cover**
- **Remove the battery & put in cards**
- **Put on the cover & power on**
- **Battery life**
- **Sign in**

Remove the back cover

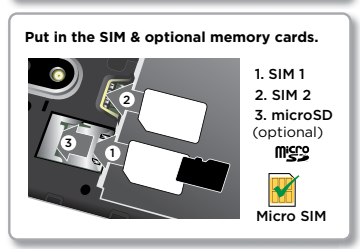
If you need to insert SIM and memory cards, remove the back cover.

Caution: Don't use tools to remove the cover—doing so may damage your phone.

Remove the battery & put in cards

Caution: Make sure you use the correct size SIM cards and don't cut the SIM cards. Don't use tools to remove the battery—doing so may damage your phone.

Note: In some countries, you can use a second SIM card.



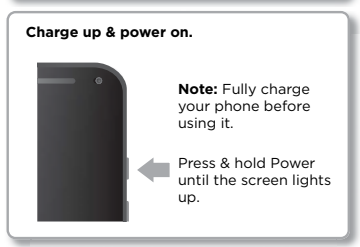
Start
Remove the back cover
Remove the battery & put in cards
Put on the cover & power on
Battery life
Sign in

Put on the cover & power on

Put on the back cover. Charge your phone fully and turn the power on. Then select your language and follow the screen prompts to get started.

Dual SIM phone settings

With a dual SIM phone, you can use one or two SIM cards. If there's only one SIM in the phone, it's ready to use. With two cards inserted, you can use either or both.



To set up your phone to use two SIM cards, insert both cards, turn on your phone, and follow the prompts. To finish dual SIM setup, drag down the status bar at the top of the home screen and tap **Welcome to your dual SIM phone**.

Tip: With two SIM cards, you see ◢◢ at the top of your home screen.

Dual SIM calling

You can choose which SIM to use for outgoing calls. Your phone automatically prompts you in a notification to enable this feature. Or, you can enable it anytime by touching Apps > **Settings**> **SIM cards** > **Automatic SIM selection**.

Note: To quickly open settings, swipe down the status bar with two fingers and tap ⚙.

Battery life

Your phone is like a small computer that processes tons of information and apps at lightning-fast speed. Depending on what you use, that can take a lot of power.

When your phone is stationary, not charging or 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, tap Apps > **Settings** > **Battery**.

To turn on Battery saver, tap Apps > **Settings** > **Battery**, then tap Menu ⋮ > **Battery saver**.

Note: To quickly open settings, swipe down the status bar with two fingers and tap ⚙.

Start
Remove the back cover
Remove the battery & put in cards
Put on the cover & power on
Battery life
Sign in

Tips & tricks

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

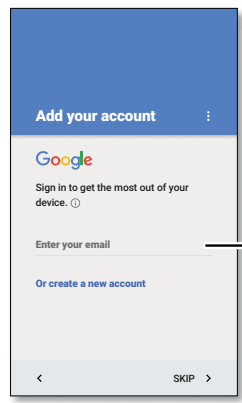
- Bluetooth™ use: Tap Apps > **Settings**, then tap **Bluetooth** to turn it off when you don't need it.
- GPS use: Tap Apps > **Settings** > **Location** > **Mode** > **Battery saving** to turn off GPS tracking.
- Display brightness: Tap Apps > **Settings** > **Display** > **Brightness level** > (slide dimmer setting left). Make sure **Adaptive brightness** is also turned on.
- Display timeout delay: Tap Apps > **Settings** > **Display** > **Sleep** > *(shorter setting)*.
- Activity of seldom used apps: Tap Apps > **Settings** > **Battery**, then tap Menu > **Battery optimization** > **All apps**. Tap the app you want to adjust, then tap **Optimize**.
- Widgets that stream information to your home screen, like news or weather.
- Unused online accounts that you registered: Tap Apps > **Settings** > **Accounts**. Tap the account you want to remove. Tap it again, then tap Menu > **Remove account**.
- Recording or watching videos, listening to music, or taking pictures.

Warning: Don't use tools to remove the battery—doing so may damage your phone. If your phone becomes unresponsive, try a reboot—press and hold the Power button until the screen goes dark, and your phone restarts.

Sign in

Just follow the screen prompts to get started.

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



Sign in to access and sync your contacts, calendar, and photos.

Start
Remove the back cover
Remove the battery & put in cards
Put on the cover & power on
Battery life
Sign in

Tips & tricks

- **Wi-Fi network:** For faster internet access or to conserve mobile data use, swipe the status bar down with two fingers, tap ⚙, and then tap **Wi-Fi**. There's more in "Wi-Fi networks".
- **Accounts:** To add, edit, or delete accounts, tap Apps ⊞ > ⚙ **Settings** > **Accounts**, then tap + **Add account**. To set up email accounts, see "Email".

  For help with your Google account, visit www.google.com/accounts.

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.

Home screen & apps

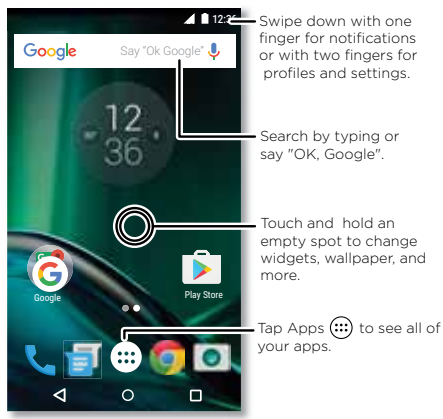
you have quick access

Home screen & apps
- Quick start: Home screen & apps
- Help app
- Search
- Status & notifications
- Volume & interruptions
- Do not disturb
- Download apps
- Take care of your apps
- Update your phone

Quick start: Home screen & apps

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

- **Search:** Type text in the Google Search box at the top of your home screen, or tap to search by voice.
- **Open app list:** To see your apps, tap Apps .



Tips & tricks

- **Widgets:** To put widgets like a clock, interactive calendar, and more on your home screen, touch and hold an empty spot on the home screen, then tap **WIDGETS**.
- **Pages:** To add a page, drag an app to the right side of the screen until you see a white bar. You can add multiple pages. To show other pages of shortcuts and widgets, swipe the home screen left.
- **Google Now™:** Touch and hold Home . After setup, you can access it by swiping right from the home screen. For more, see "Google Now™".
- **Settings:** To quickly open settings, swipe the status bar down with two fingers. To open more settings, tap .
- **Shortcuts:** Tap Apps , touch and hold an app, then drag it to one of your home screen pages. To see all your apps, tap Apps .
- **Apps:** To remove an app from a home screen page, touch and hold the app, then drag it to **Remove**. The app isn't removed from your phone, just the home screen.

  To uninstall apps from your home screen, touch and hold an app, then drag it to **Uninstall**. (You can't uninstall some apps, see "Take care of your apps").

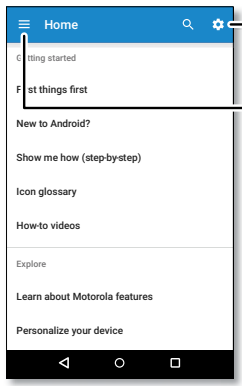
  Tip: To quickly view app info, tap Apps , touch and hold the app, then drag it to **App info**.
- **Customization:** For more about changing your home screen, see "Redecorate your home screen".

Home screen & apps
Quick start: Home screen & apps
Help app
Search
Status & notifications
Volume & interruptions
Do not disturb
Download apps
Take care of your apps
Update your phone

Help app

Watch a tutorial. Read a how-to. Find out anything about your phone.

Find it: Apps > **Help**



Tip: In almost every Google app, you can tap Menu > **Help** for help with that app. You can also view the Google Help Centers online at www.google.com/support.

Search

On the home screen, tap the Google Search box for a text search or tap to search by voice.

When you type, suggestions appear below the search field:

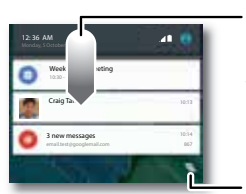
- To search for a suggestion, tap it.
- To search for text in the search field, tap on the keyboard.

Tip: To close the keyboard, tap .

Status & 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.

Tip: Getting too many notifications? Touch and hold a notification to see which app is sending them to you. Then you can turn them off.



Tip: To quickly change common settings, swipe the status bar down with two fingers. For more, see "**Quick settings**".

Home screen & apps
Quick start: Home screen & apps
Help app
Search
Status & notifications
Volume & interruptions
Do not disturb
Download apps
Take care of your apps
Update your phone

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

Network strength	No sound
Wi-Fi in range/connected	Vibrate
Bluetooth on	Priority
Airplane mode	Alarm set
Battery charging/full	Warning

Note: Apps you download on Google Play™ might show other icons in the status bar to alert you to specific events.

Volume & interruptions

Press the side volume button up or down to select a volume from high to vibrate.

To turn off all sounds, except alarms, turn the volume all the way down.

Do not disturb

To access the do not disturb feature, swipe the status bar down with two fingers, and tap **Do not disturb**.

Tap one of these options:

- **Total silence:** Turn off all sounds and alarms. Override sound settings from other apps. Set how long to stay in this mode, or choose indefinitely.
- **Alarms only:** Set how long you want to only hear alarms, or choose indefinitely. Tap **MORE SETTINGS** to customize which other interruptions to receive.
- **Priority only:** Set how long you want to only hear priority interruptions, or choose indefinitely. Tap **MORE SETTINGS** to customize which interruptions to receive.

Tip: To create an exception for repeat callers that allows a call from the same person within a 15 minute period, tap **MORE SETTINGS** > **Priority only allows** > **Repeat callers**.

Download apps

Google Play™

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

Find it: Apps > **Play Store**

- **Find:** To search for apps, tap .
- **Download:** To download an app you found, tap it to see details, then tap **INSTALL**, or the price.
- **Share:** To share an app you found on Google Play, tap it to see details and then tap .
- **Reinstall:** To show or reinstall apps you downloaded on Google Play, tap > **My apps & games**.

Home screen & apps
Quick start: Home screen & apps
Help app
Search
Status & notifications
Volume & interruptions
Do not disturb
Download apps
Take care of your apps
Update your phone

- **Use a computer:** To find and manage apps from any computer, go to http://play.google.com using your Google account and password.

  There, you can browse apps on the big screen, manage your apps across multiple devices (like a phone and tablet), and even set new apps to download to your devices.
- **Enjoy music, movies, books, and more:** You can also use Google Play to download music, movies, books, and more. See "Google Play™" and "Play Music".
- **Get help:** To get help and more, tap ☰.

Apps from the web

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

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

Note: 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.

To let your phone install apps that are not on Google Play, tap Apps > **Settings** > **Security** and tap **Unknown sources**.

For information about downloading files from your browser, see "Downloads".

Choose carefully

Here are a few tips:

- To help prevent spyware, phishing, or viruses, use apps from trusted sites, like Google Play.
- In Google Play, 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 it's using, uninstall it.
- Monitor children's access to apps to help prevent exposure to inappropriate content.
- Certain apps may not provide completely accurate information. Take care, especially when it comes to personal health.

Set app permissions

You will only be asked for permissions when you use a feature in an app, instead of all at once when you install the app.

To modify the app permissions settings at any time, tap Apps > **Settings** > **Apps**, then select the app and tap **Permissions**.

To modify the app permissions by app type (such as Calendar or Camera) at any time, tap Apps > **Settings** > **Apps**, then tap **Settings** > **App permissions**.

Home screen & apps
Quick start: Home screen & apps
Help app
Search
Status & notifications
Volume & interruptions
Do not disturb
Download apps
Take care of your apps
Update your phone

Take care of your apps

Find it: Apps, then swipe up to scroll through apps

Tip: Your most recently used apps appear at the top.

To close the apps screen, tap Home or Back.

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

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

  To disable an app or force it to stop running, tap Apps > **Settings** > **Apps**.

  DISABLE removes the app from your menu—to **ENABLE** it, reopen this window and tap **ENABLE** (disabled apps are at the bottom of the list).

  If an app locks up your phone, as soon as you turn it on, restart in Safe Mode: Turn off your phone, then turn it back on—when you see the "Motorola" logo during power-up, press and hold both volume buttons until you see the home screen, with **Safe Mode** in the lower left. Then, try removing the app.

- **Reinstall apps:** To reinstall apps on Google Play, tap Apps > **Play Store**, then tap > **My apps & games**. The apps you downloaded are listed and available for download.

- **See app details:** Tap Apps, touch and hold an app, then drag it to **App info**.

- **See app data usage:** To see which apps are using the most data, tap Apps > **Settings** > **Data usage**. For more, see "Data use".

Update your phone

Use your phone or computer to check, download, and install phone software updates:

- Using your phone:

  If your phone notifies you about an update, follow the instructions to download and install it.

  To manually check for updates, tap Apps > **Settings** > **About phone** > **System updates**.

  We recommend that you download updates over a Wi-Fi connection. Mobile updates can be quite large (25MB or more) and may not be available in all countries. If the mobile update is not available in your country, update using a computer.

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

- Using your computer:

  On your computer, go to www.motorola.com/update.

Moto app
Discover your Moto app features

Discover your Moto app features

The Moto app can simplify life and help you out. Just follow the prompts to find out more.

Find it: Apps > **Moto**

Actions: Shrink your screen for easy one-handed use. Swipe up from the bottom of the screen to shrink. To expand, tap the black area.

Display: See messages, calls, and other notifications—even if your phone is asleep.

Note: Your phone may not have all features.

Tips & tricks

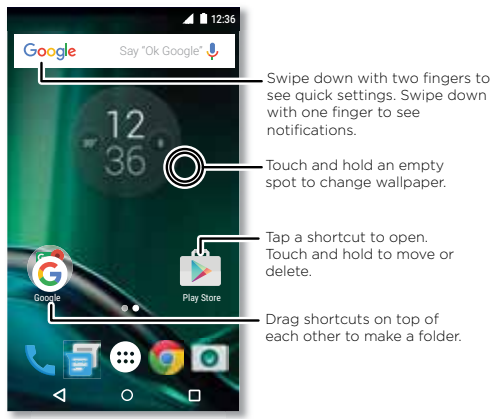
- Want to hide sensitive or private notifications? Tap Apps > **Moto** > **Display** > **Block apps** and set which apps can show notifications and how much to display.
- When you see a notification on your screen, swipe up and hold to see details without unlocking your phone.
- Use Moto Display to pause or restart your music when your phone is sleeping.

Control & customize
Quick start: Control & customize
Controls & gestures
On, off, lock & unlock
Customize sounds & appearance
Redecorate your home screen
Quick settings
Profiles
Direct Share

Quick start: Control & customize

Take control of your phone:

- **Touch, press, and speak:** Learn phone gestures and commands. See "Controls & gestures".
- **Change your sounds and more:** To put widgets like a clock, interactive calendar, and more on your home screen, see "Customize sounds & appearance".



Tips & tricks

- **Speak:** Tap in a search window, or on a keyboard.
- **Add a home screen page:** Drag an icon to the right side of the home screen until you see a white bar. You can add multiple pages.
- **Quick settings:** To change **Wi-Fi**, **Bluetooth**, **Airplane mode**, and other settings, swipe the status bar down with two fingers. For even more settings, tap **Settings**.
- **Can't find a setting?** Tap Apps > **Settings** > .

Controls & gestures

Touch

Find your way around:

- **Tap:** Choose an icon or option.
- **Touch and hold:** To 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 pull two fingers down to tilt it.
- **Back:** Tap Back to go to the previous screen.
- **Home:** Tap Home to return to the home screen.
- **Overview:** Tap Overview to see your recent apps (or browser tabs), and tap an app to reopen it. To remove an

Control & customize
Quick start: Control & customize
Controls & gestures
On, off, lock & unlock
Customize sounds & appearance
Redecorate your home screen
Quick settings
Profiles
Direct Share

app from the list, swipe it left, right, or tap ✕. To scroll the list, swipe up or down.

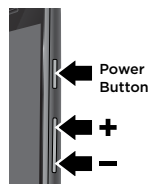
Tip: You don't need to remove apps from Overview for your phone to run efficiently.

- **Menus:** When ⋮ or ☰ appears on a screen, you can tap it to open options for the current screen.
- **Close keyboard:** To close a touchscreen keyboard, tap ▽.

Press

Power button

Your power button helps in a few ways:



- **Power off:** Press and hold the Power button to choose **Power off**.
- **Sleep:** To conserve battery power, prevent accidental touches, or when you want to wipe smudges off your touchscreen, put the touchscreen to sleep by pressing the Power button.
- **Wake up:** Press the Power button again.
- **Reboot:** To reboot your phone, press and hold the Power button until the screen goes dark and your phone restarts.

Tip: To add security to your phone, see "**Protect**".

Volume buttons

Your volume buttons help in a few ways:

- **Ringer volume:** Press the buttons when your phone is ringing to silence it.
- **Earpiece volume:** Press the buttons during a call.
- **Music/video volume:** Press the buttons during a song or video.

Tip: For more on volume control, see "**Volume & interruptions**".

Speak

Just tell your phone what you want.

Tip: Speak naturally but clearly, like using a speakerphone.

- **Search:** Tap 🎤 on the home screen to search by voice, or say, "OK Google" to speak your search.

  To change your voice input and text-to-speech settings, tap Apps ⊞ > ⚙ **Settings** > **Language & input**.
- **Dialing and commands:** Tap 🎤. To dial, say "Call" and then a contact name or phone number. Or, say a command like "Send text," "Go to" an app, or "Help" for voice command help.

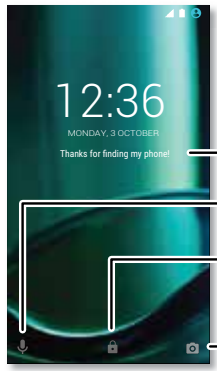
  Tip: If a contact has more than one number, you can say which number to call. For example, "Call Joe Black Mobile" or "Call Suzi Smith Work."
- **Text entry:** On a touchscreen keyboard, tap 🎤, then speak your message or search text. You can also speak punctuation.

Tip: To make your phone read out loud, see "**TalkBack**".

Control & customize
Quick start: Control & customize
Controls & gestures
On, off, lock & unlock
Customize sounds & appearance
Redecorate your home screen
Quick settings
Profiles
Direct Share

On, off, lock & unlock

Your touchscreen is on when you need it and off when you don't. To turn the screen on, press the Power button.



Add a lock screen message for anyone who finds your phone.
Drag up for voice assist.
Drag up to unlock your screen.
Drag up to open the camera.

- **Screen off and on:** Press the Power button to turn the screen off and on.
- **Screen lock:** To unlock the screen, tap 🔒 and drag up. To use a password, pattern, or PIN security to unlock your screen, tap Apps > **Settings** > **Security** > **Screen lock** (see "Screen lock").
- **Notifications:** Double tap a notification to open it. You'll be prompted to enter your passcode.

Tip: To choose what app notifications to hear or display.
Hear: tap Apps > **Settings** > **Sound & notification** > **App notifications**, then tap an app.
Display: tap Apps > **Settings** > **Display** > **Screen notifications**.

- **Owner info:** To add a message to your lock screen, tap Apps > **Settings** > **Security** > **Lock screen message**. To set your message, just tap Back ◁.

  Tip: Don't put your mobile number as your contact info unless you can access your voicemail from another device.
- **Screen timeout:** To change your timeout (screen locks automatically), tap Apps > **Settings** > **Display** > **Sleep**.

Customize sounds & appearance

Customize your phone's sounds and appearance:

- **Ringtone and notifications:** Tap Apps > **Settings** > **Sound & notification**.
- **Vibrate or silent:** To make your phone vibrate for incoming calls, tap Apps > **Settings** > **Sound & notification** > **Also vibrate for calls**. To turn off ringtones for incoming calls, tap Apps > **Settings** > **Sound & notification** > **Phone ringtone** > **None**.
- **Ringtone for a contact:** To set a personal ringtone for a contact, tap Apps > **Contacts**, and tap the contact. Tap ✎, then tap Menu ⋮ > **Set ringtone**.

Control & customize
Quick start: Control & customize
Controls & gestures
On, off, lock & unlock
Customize sounds & appearance
Redecorate your home screen
Quick settings
Profiles
Direct Share

- **Message alert:** To change your message notification settings, tap Apps > **Messenger** > Menu > **Settings**, and check **Notifications**.
- **Display settings:** To change brightness, animation, and other display settings, tap Apps > **Settings** > **Display**.
- **Rotate:** In many apps, the touchscreen switches from portrait to landscape when you rotate your phone. To turn this on or off, swipe down the status bar with two fingers and tap **Auto-rotate**.
- **Language and region:** To set your menu language and region, tap Apps > **Settings** > **Language & input** > **Language**.

Redecorate your home screen

For quick access to your favorite things, customize your home screen the way you want.

- **Change wallpaper:** Touch and hold an empty spot on your home screen and tap **WALLPAPERS**.
- **Add a home screen page:** Drag an app to the right side of the home screen until you see a white bar. You can add multiple pages.
- **Add shortcuts:** Tap Apps, touch and hold the app, then drag it to one of your home screen pages.
- **Create shortcut folders:** Drag one shortcut onto another. Add more shortcuts by dragging them onto the first shortcut. To name the folder, tap it, tap the name, and type a new name.
- **Add widgets:** To put widgets like a clock, interactive calendar, and more on your home screen, touch and hold an empty spot on the home screen. Then tap **WIDGETS**.
- **Resize widgets:** You can resize some widgets—touch and hold a widget until you feel a vibration, then release. Drag the white circles at the edges to resize.
- **Move or delete widgets and shortcuts:** Touch and hold a widget or shortcut until you feel a vibration or see the icon expand if vibrate isn't on. Then drag it to another spot, another page, or **Remove**.

  Note: Removing a shortcut from your home screen doesn't uninstall the app from your phone.

Quick settings

For quick access to **Wi-Fi**, **Bluetooth**, **Brightness, Airplane mode**, and other settings, swipe down the status bar or the lock screen with two fingers. For even more settings, tap .

Need help finding this screen? See "**Status & notifications**".

Control & customize
Quick start: Control & customize
Controls & gestures
On, off, lock & unlock
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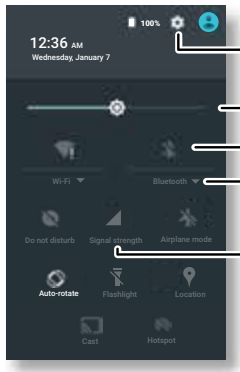
Profiles
Direct Share

Note: Your quick settings may look a little different.



Tip: Your phone has a flashlight that you can turn on and off from this screen.

Profiles

You can share your device with others by adding a user. Users will have their own spaces on the device for custom home screens, accounts, apps, personalized settings, and more.

Add & switch users

Note: Only the phone's owner can add a user.

Swipe down the status bar with two fingers and tap Profile. Follow the prompts to add a new user.

To switch users, swipe down the status bar with two fingers and tap Profile. Tap a user name.

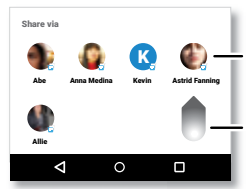
Note: For a temporary user, use the **Guest** profile, which has limited access to your phone's features and apps. Guests won't have access to your personal information.

Change or delete users

Tap Apps > **Settings** > **Users**, then tap next to a user's name.

Direct Share

In some apps, you can share something directly to a contact or conversation. Select the share option within an app, usually by tapping > **Share**. Then tap a contact.



Accessibility
- Quick Start: Accessibility
- Voice recognition
- TalkBack
- Braille
- Accessibility shortcut
- Caller ID
- Volume & vibrate
- Zoom
- Display brightness
- Touchscreen & keys
- Messages
- Hearing aids (U.S. & some countries only)
- TTY

Quick Start: Accessibility

Accessibility features are there for everyone, helping to make things easier.

Find it: Apps > **Settings** > **Accessibility**

Note: For general information, accessories, and more, visit www.motorola.com/accessibility.

Tip: Google Play has many apps that provide useful accessibility features. See "**Google Play**™".

Voice recognition

Just tell your phone what you'd like to do—dial, browse, search, send a text, and more. Tap at the top of the home screen for voice search.

TalkBack

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

To turn on TalkBack, tap Apps > **Settings** > **Accessibility** > **TalkBack**, then tap the switch to turn it on.

Note: You might need to download text-to-speech software (data charges may apply).

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

Tip: Navigate through your apps and menus to hear how voice readouts work on your phone.

To turn off TalkBack, tap Apps > **Settings** > **Accessibility** > **TalkBack**, then tap the switch to turn it off.

Braille

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

1. Download the Google BrailleBack™ app from Google Play (tap Apps > **Play Store**), and install it on your phone.
2. Tap Apps > **Settings** > **Accessibility** > **BrailleBack**.
3. Turn on your Braille display and put it in Bluetooth™ pairing mode.
4. On your phone, tap Apps > **Settings** > **Bluetooth**, then tap the Bluetooth switch to turn it on and scan.
5. Tap the name of your Braille display to pair it with the phone.

Accessibility shortcut

Use simple gestures to quickly activate TalkBack and other accessibility features on your phone. For more information, tap Apps > **Settings** > **Accessibility** > **Accessibility shortcut**.

Accessibility
Quick Start: Accessibility
Voice recognition
TalkBack
Braille
Accessibility shortcut
Caller ID
Volume & vibrate
Zoom
Display brightness
Touchscreen & keys
Messages
Hearing aids (U.S. & some countries only)
TTY

Caller ID

When you want to hear who's calling:

- **Read out loud:** Have your caller announced—tap Apps > **Settings** > **Accessibility** > **TalkBack** > **SETTINGS** > **Speak Caller ID**.
- **Ringtones:** Assign a unique ringtone to a contact. Tap Apps > **Contacts**, and tap the contact. Tap , then tap Menu > **Set ringtone**.

Volume & vibrate

Find it: Apps > **Settings** > **Sound & notification**

- Opens sliders that let you set different volumes for your music or videos, ringtone, text or email notifications, and alarms.
- **Also vibrate for calls** determines whether your phone vibrates for incoming calls (even if the ringer is silent).

Tip: For more on volume control, see "Volume & interruptions".

Zoom

Get a closer look.

- **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.

  Tip: To zoom in, you can also double-tap.

- **Screen magnification:** Triple tap the screen for full screen magnification, or triple tap and hold to temporarily magnify. Tap Apps > **Settings** > **Accessibility** > **Magnification gestures**.
- **Big text:** Show bigger text throughout your phone. Tap Apps > **Settings** > **Accessibility** > **Large text**.

  Tip: Or tap Apps > **Settings** > **Display** > **Font size** > **Huge**.

- **High contrast text:** Show higher contrast text throughout your phone. Tap Apps > **Settings** > **Accessibility** > **High contrast text**.
- **Browser:** Choose text scaling and other accessibility settings for your browser. Tap Apps > **Chrome** > Menu > **Settings** > **Accessibility**.

  Tip: Use **Force enable zoom** to allow zooming on all webpages.

Display brightness

Your phone automatically adjusts the screen brightness when you're in bright or dark places. But you can set your own brightness level instead:

Swipe down the status bar with two fingers, and slide the bar to adjust.

Note: Setting brightness to a high level decreases your phone's battery life.

Accessibility
Quick Start: Accessibility
Voice recognition
TalkBack
Braille
Accessibility shortcut
Caller ID
Volume & vibrate
Zoom
Display brightness
Touchscreen & keys
Messages
Hearing aids (U.S. & some countries only)
TTY

Touchscreen & keys

To hear or feel when you tap the screen, tap Apps > Settings > **Sound & notification** > **Other sounds**:

- **Dial pad:** To hear a tone when you dial a number, select **Dial pad tones**.
- **Screen lock:** To hear a click when you lock or unlock the screen, select **Screen locking sounds**.
- **Charging:** To hear a sound when you plug in the charger, select **Charging sounds**.
- **Touchscreen:** To hear a click when you tap something on the screen, select **Touch sounds**.
- **Keys:** To feel a vibration when you tap the keyboard, select **Vibrate on touch**.

Messages

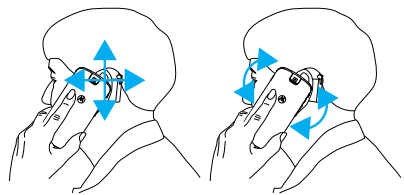
To make text entry even easier, use features like auto-capitalization, auto-correction, and more. Tap Apps > Settings > **Language & input**, then tap a keyboard type. Of course, if you don't want to type at all, use your voice. Tap on the touchscreen keyboard.

Hearing aids (U.S. & some countries 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 following guidance.

Note: Ratings are not a guarantee of compatibility (visit **www.motorola.com/hacphones**). 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** > **Hearing aids**.
- **Call volume:** During a call, press the side volume keys 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

You can use your phone in TTY mode with standard teletype machines. 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**: Hearing-Carry-Over—type text on your TTY device and listen to voice replies on your phone's speaker.

Accessibility
Quick Start: Accessibility
Voice recognition
TalkBack
Braille
Accessibility shortcut
Caller ID
Volume & vibrate
Zoom
Display brightness
Touchscreen & keys
Messages
Hearing aids (U.S. & some countries only)
TTY

- **TTY VCO**: Voice-Carry-Over—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.

Calls

when you need to talk

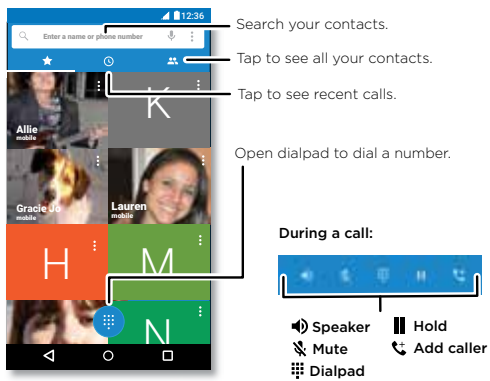
Calls
- Quick start: Calls
- Make calls
- Answer & end calls
- Recent calls
- 3-way calls
- Your phone number
- Emergency calls

Quick start: Calls

Dial contacts, speed dial numbers, recent calls, or numbers, and search, all from one app.

Find it: **Phone**

- To call a contact or recent call, tap it.
- To open the dialpad, tap . Enter a number, then tap to call it.
- To search your contacts, tap and enter a name or number, then tap the contact to call it.



Tips & tricks

- **During a call:** Your touchscreen goes dark to avoid accidental touches. To wake it up, move it away from your face or press the Power button.
- **Multi-task:** While you're on a call, tap Home to hide the call screen and look up a phone number, address, or open other apps. To reopen the call screen, swipe down the status bar and tap **Ongoing call**.
- **Contacts:** To view your contacts, tap .
- **Favorite contact:** Have someone you call all the time? Touch and hold an empty spot on your home screen, tap **WIDGETS**, then touch and hold the **Direct dial** widget. Drag it to your home screen, then select the contact. Tap the widget to dial the person.
- **Voicemail:** appears in the status bar when you have new voicemail. Tap to call your voicemail.

Make calls

When you make a call, you have options:

- Tap **Phone**, to see your recent calls, favorites, and frequently-called contacts. Select a contact or number to call it.
- To dial a number, tap , enter a number, then tap to call it.
- To enter the international dialing code (+), touch and hold **0**. To add a pause or wait after numbers, tap Menu .

Note: Make a video call. See "**Chat using Hangouts™**".

Calls
Quick start: Calls
Make calls
Answer & end calls
Recent calls
3-way calls
Your phone number
Emergency calls

Answer & end calls

- **Answer a call:** When your phone is unlocked, tap **ANSWER**.

  Note: When your phone is locked, swipe right to answer a call.

  With call waiting, tap and drag to to answer the new call, then tap **Hold current call + Answer** or **End current call + Answer**.
- **Ignore a call:** When your phone is unlocked, tap **REJECT**. If locked, swipe left to send the call to voicemail. You can also press the Power button to ignore the call or press a volume button to silence the ringer.
- **Respond with a text:** To send a pre-set message to an incoming caller, tap the caller's name (if visible). Tap and drag to .
- **End a call:** Tap .
- **During a call:** Tap **Mute** to mute the call. To hide the call screen, tap Home . To reopen it, swipe down the status bar and tap **Ongoing call**.

  Note: When you hold your phone to your ear, the touchscreen goes dark to avoid accidental touches. When you move your 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.

Recent calls

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

Find it: **Phone** >

- To call a number, tap next to the contact's name.
- To send a message or see call details, tap the contact's name. To store the number or edit the contact, tap the contact picture.
- To remove an entry from the call log, tap it, then tap **Call details** > .
- To clear the list, tap Menu > **Call History**, then tap Menu > **Clear call history**.

3-way calls

During a call, you can start another call, switch between them, or join them in a 3-way call:

- To answer a second call, tap and drag to . To ignore it, tap and drag to .

  The first call goes on hold if you answer the second call. To switch between calls, tap .
- To dial a second call, tap , enter a number, then tap to call it.

  The first call goes on hold when you tap . To join the calls after the second call answers, tap .

Calls
Quick start: Calls
Make calls
Answer & end calls
Recent calls
3-way calls
Your phone number
Emergency calls

Your phone number

Find it: Apps > **Settings** > **About phone** > **Status** > **SIM Status** > **My phone number**

Note: May not be available in all countries.

Emergency calls

Note: Your service provider programs one or more emergency phone numbers that you can call under any circumstances, even when your phone is locked. Emergency numbers vary by country. Your pre-programmed emergency number(s) may not work in all locations, and sometimes an emergency call cannot be placed due to network, environmental, or interference issues.

1 Tap **Phone** (if your phone is locked, drag up to unlock it, then tap **Emergency**).

2 Enter the emergency number.

3 Tap to call the emergency number.

Note: Your phone can use location based services (GPS and AGPS) to help emergency services find you. For more information, tap Apps > **Settings** > **Legal Information** > **Legal and Safety** > **Location services**.

Contacts

you can be a people person

Contacts
- Quick start: Contacts
- Create contacts
- Call, text, or email contacts
- Favorites
- Edit, delete, or hide contacts
- Get contacts
- Share contacts
- My details

Quick start: Contacts

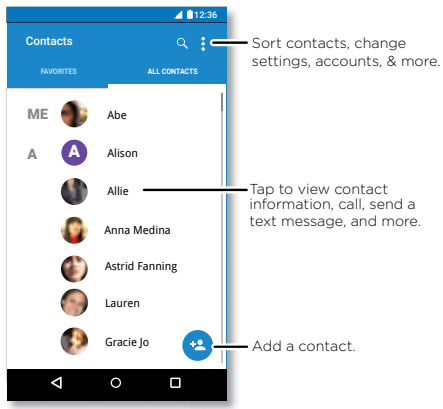
Store all your contacts in one place. Combine information from your Google™ contacts and social networks for quick access to everyone you know.

Find it: Apps > **Contacts**

- **Create:** Tap .
- **Edit or delete:** Tap a contact, then tap .
- **Call, text, or email:** Tap a contact, then tap an option.

Tips & tricks

- **Search contacts:** In the **Contacts** list, tap .



Tip: Or, from the home screen, tap the Google search box and enter a contact's name.

- **Send contacts:** Tap a contact, then tap Menu > **Share** to send it in a message, email, or via Bluetooth, or Google Drive™.

  Tip: In some apps, like Contacts, you can also share directly with a contact. See "**Direct Share**".

- **Shortcuts:** Tap a contact, then tap Menu > **Place on Home screen** to add a shortcut for this contact on your home screen.
- **Synchronize:** On your phone, tap Apps > **Settings**. Go to the **ACCOUNTS** section, choose your Google account, then tap your account name to sync it if it has not recently been updated. You can also see these contacts at www.gmail.com.

  For help with transferring contacts, go to www.motorola.com/TransferContacts.

Create contacts

Find it: Apps > **Contacts** >

Tap a text box to type the name and details. When you're finished, tap ✓ at the top.

Note: To import contacts or change where they're stored, see "**Get contacts**".

Contacts
Quick start: Contacts
Create contacts
Call, text, or email contacts
Favorites
Edit, delete, or hide contacts
Get contacts
Share contacts
My details

Call, text, or email contacts

Find it: Apps > **Contacts**

Tap a contact to see more options. Depending on the information you have for that person, you can call, text, or send email. You can also use voice recognition (see "Speak").

Favorites

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

- To set a favorite, tap Apps > **Contacts**, select a contact and tap ☆.
- To see your favorites, tap Apps > **Contacts** > **FAVORITES**.

Edit, delete, or hide contacts

Find it: Apps > **Contacts**

- To edit a contact, tap it, then tap . Tap a field to edit it. Tap to choose the contact's picture.
- To set a personal ringtone for the contact, tap it, tap then tap Menu > **Set ringtone**.
- To delete the contact, tap it, then tap Menu > **Delete**.

  Contacts from social networks will be hidden if you select **Delete**. To view these contacts, or delete them permanently, use the social network's app or website.
- To hide the contacts from an account in your **Contacts** list, tap Menu > **Contacts to display**. Tap an account type to show it. Tap **Customize** to uncheck accounts you always want to hide.

Get contacts

Get all your contacts in one place.

- To add your social networking contacts, tap Apps > **Settings** > **Accounts**, then tap + **Add account**.

  Note: You'll need a social networking app first. See "Google Play™" to get apps.
- To add your email contacts, see "Email".

  Tip: If you add a **Corporate Sync** 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): Tap Apps > **Contacts** > Menu > **Import/export** > **Import from SIM card**. Tap **OK** to confirm.
- To import contacts from your computer, upload the contacts to your Google™ account at http://contacts.google.com. On your phone, tap Apps > **Contacts** > Menu > **Accounts** > Menu > **Auto-sync data**. You can also see these contacts at http://mail.google.com.

Contacts
Quick start: Contacts
Create contacts
Call, text, or email contacts
Favorites
Edit, delete, or hide contacts
Get contacts
Share contacts
My details

Share contacts

Share a contact with a Bluetooth™ connection, in a message, or using Google Drive™:

Find it: Apps > **Contacts**

To share a contact, tap it, then tap Menu > **Share** and choose how you want to send it.

Note: You can't share your social network contacts.

My details

Find it: Apps > **Contacts**

To store your user profile, tap **Set up my profile** under **ME** at the top of the contact list.

Messages

say it & go

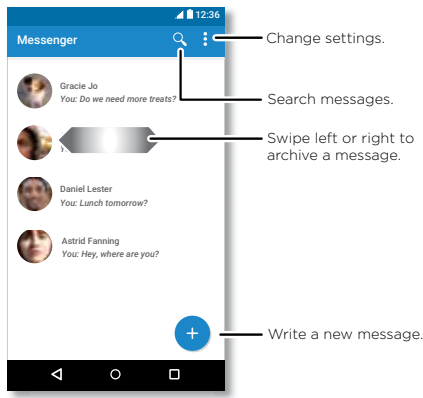
Messages
- Quick Start: Messages
- Read, forward & more
- Set your default messaging app
- Email
- Chat using Hangouts™
- Wireless Emergency Alerts (U.S. & some countries only)

Quick Start: Messages

Stay in touch with messages and pictures.

Find it: Apps > **Messenger**

- **Create:** Tap +.
- **Attach:** When you're typing a message, tap to attach a picture, video, or other file.
- **Send:** Tap to send the message.



Tips & tricks

- **Forward a message:** In a conversation, touch and hold a message for more options, such as forwarding it.
- **Now on Tap:** To access information based on your current screen, touch and hold Home. For more information, see "Now on Tap™".
- **Save pictures:** Touch and hold a picture, and then tap to save it. To see the picture, tap Apps > **Photos**.
- **Voice entry:** Just tap a text box, then tap on the keyboard.

  Tip: If you don't see on the keyboard, tap Apps > **Settings** > **Language & input** > **Google voice typing** to activate voice entry.
- **Turn off notifications:** Stuck in a busy conversation? You can turn off notifications. Tap the thread, then tap Menu > **People & options** > **Notifications**.

Read, forward & more

Find it: Apps > **Messenger**

- **Open:** Tap a conversation to open it.
- **Attachments:** When you open a message with an attachment, tap the attachment to open it. Or touch and hold it and tap to save it.
- **Reply:** Open a conversation, then enter your response in the text box at the bottom and tap .
- **Copy, Forward or Delete:** Open a conversation, touch and hold the message you want, then tap an option. To delete

Messages
Quick Start: Messages
Read, forward & more
Set your default messaging app
Email
Chat using Hangouts™
Wireless Emergency Alerts (U.S. & some countries only)

a whole thread of messages, touch and hold the thread, then tap 🗑 to delete.

- **Settings:** Tap Menu ⋮ > **Settings** to change your notifications and other options.

Set your default messaging app

You can also use Hangouts™ to send and receive your text messages.

To set **Hangouts** or **Messenger** as your default messaging app:

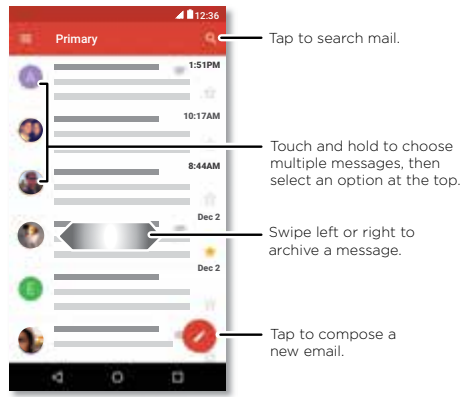
Find it: Apps > **Settings** > **Apps** > **Hangouts** or **Messenger**, then **Open by default**

For more about Hangouts, see "Chat using Hangouts™".

Email

Send and receive email. Set up and manage accounts.

Find it: Apps > **Gmail**



- **Add Gmail accounts:** The first time you turned on your phone, you probably set up or logged in to your Google™ account—that sets up the **Gmail** app for one account.

  To add more Google accounts, tap Apps > **Settings** > **Accounts**, then tap + **Add account** > **Google**.

  Tip: In Gmail, tap ☰, then scroll down and tap **Settings** > **Add account**.

Messages
Quick Start: Messages
Read, forward & more
Set your default messaging app
Email
Chat using Hangouts™
Wireless Emergency Alerts (U.S. & some countries only)

- **Add email accounts:** The Gmail app manages all of your email accounts. To add personal email accounts, follow the prompts when you first open the **Gmail** app, or tap Apps > **Settings** > **Accounts**, then tap **+ Add account**> **Email**. For Microsoft® Exchange server work email accounts, tap **+ Add account** > **Exchange**, and enter details from your IT administrator.
- **Change account settings:** To change Gmail™ account settings, tap Apps > **Settings** > **Accounts** > **Google**.
- **Delete accounts:** To delete a Gmail or email account, tap Apps > **Settings** > **Accounts**, then tap the account name, and tap Menu > **Remove account**.
- **Switch accounts:** To quickly switch between your email accounts, in Gmail tap ☰, and tap your other account at the top.

Chat using Hangouts™

Sign in with your Google account to stay in touch with friends and family.

Find it: Apps > **Hangouts**

- **Start a new hangout:** Tap **+**, then tap a name in your list of friends. You can send a text message, or tap to make a video call.
- **Change settings:** Tap ☰ to see your old hangouts, change your profile pic, other settings, and more.
- **Chat from a computer:** You can chat from a computer, too. Find out more at www.google.com/hangouts.

Wireless Emergency Alerts (U.S. & some countries only)

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 by touching Apps > **Settings** > **More** > **Emergency broadcasts**.

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, tap Apps > **Settings** > **More** > **Emergency broadcasts**. 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 www.ctia.org/consumer_info/safety/.

Type

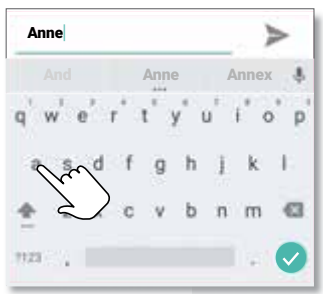
keyboard when you need it

Type
- **Quick Start: Type**
- **Text entry settings & dictionary**
- **Cut, copy & paste**

Quick Start: Type

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

- **Type or gesture:** Enter letters by touching them one at a time. Or, enter a word by tracing a path through the letters.
- **Close the keyboard:** Tap ▽.



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

Tips & tricks

- **Move the cursor:** Tap a spot in the text to place the cursor, then drag the arrow under the cursor to move it.
- **Dictionary:** To add a word you enter often, enter it, tap the word in the word list below the text box, then tap there again to add it to your dictionary.
- **Symbols:** Touch and hold a letter to enter the small number at the top of it.

  To enter several numbers or symbols, tap ?123.
- **Double letters:** Slide your finger over the letter. You'll see suggestions that have a double letter.
- **Capital letters:** Tap ⬆ or drag it to the letter you want to capitalize.
- **Special characters:** Touch and hold a letter to choose from other special characters.
- **Word prediction:** While you're typing, word suggestions appear above the keyboard. Tap one to select it.
- **Voice entry:** Tap 🎤 on the touchscreen keyboard, then say what you want to type. You can speak as long as you like, pause whenever you want, and dictate punctuation.
- **Vibrate:** Don't like the vibrating keys when you type? Tap Apps ⊞ > ⚙ **Settings** > **Language & input** > **Google Keyboard** > **Preferences**.

Type
Quick Start: Type
Text entry settings & dictionary
Cut, copy & paste

Text entry settings & dictionary

Choose your keyboard style and edit the dictionary of words your phone suggests:

Find it: Apps > **Settings** > **Language & input**

- To choose your touchscreen keyboard, tap **Current Keyboard**. To allow voice entry from the keyboard, tap **Google voice typing**.
- To change the preferences for your keyboard, tap **Google Keyboard**.
- To add or edit the words that your phone suggests and recognizes, tap **Personal dictionary**.

Cut, copy & paste

Cut, copy, and paste names, phone numbers, addresses, quotes, or anything else in a text box.

1 To highlight a word, touch and hold it.

To highlight more words, drag the selector at the edge of the highlight. Or to select everything, tap > **Select all**.

2 Tap **CUT** or **COPY**.

Tip: Tap **SHARE** to send the text to another app on your phone or to a contact.

3 Open the text box where you want to paste the text (even if it's in a different app).

4 Tap in the text box, then touch and hold to show the **PASTE** option. Tap **PASTE** to paste the text.

Organize
Clock
Calendar
Corporate sync
Office network
Google Drive™
Print

Clock

Find it: Apps > **Clock**

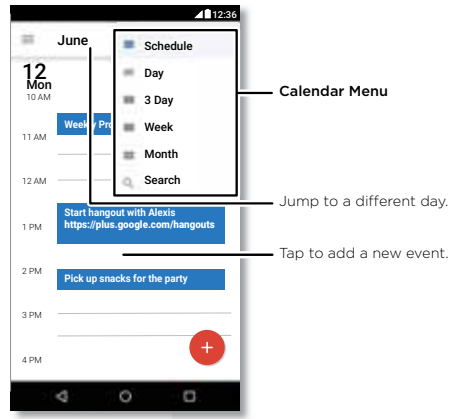
Options	
Alarm	Tap . Tap an alarm to edit it, or tap to add a new alarm. **Tip:** Pressing the volume button up or down while you're setting an alarm sets the volume level for that alarm. When an alarm sounds, tap and drag **to** to turn it off, or drag to to snooze for ten minutes.
Clock	To change your alarm volume, snooze delay, or other settings, tap Menu > **Settings**. For other time zones, tap .
Timer	For a timer, tap .
Stopwatch	For a stopwatch, tap .

Tip: To find out what an icon means, touch and hold it. To set your current date, time, time zone, and formats, tap Apps > **Settings** > **Date & time**.

Calendar

See all your events, all in one place.

Find it: Apps > **Calendar**



- **Change the view:** Tap the month at the top to choose a date to view. Or tap to choose **Schedule**, **Day**, **3 Day**, **Week**, or **Month**.
- **Go to today's date:** Tap .
- **Add events:** Tap a time on the calendar and tap . Enter event details, then tap **SAVE**.

Organize
Clock
Calendar
Corporate sync
Office network
Google Drive™
Print

- **Show, edit, or delete events:** Tap an event to open it, then tap edit. Tap **DELETE** to remove the event.
- **Show, hide, or add calendars:** Tap to show or hide calendars from your Google™ account. You can use a computer to add or remove calendars on your Google account at www.google.com/calendar.

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 the **Calendar** widget.

Corporate sync

If you use Microsoft® Office Outlook on your work computer, your phone can synchronize email, events, and contacts with your Microsoft Exchange server.

- To add your **Corporate** account, see "**Email**".
- To choose what to sync from your **Corporate** account, tap Apps > **Settings** > **Accounts**, tap your account, then check options, like **Calendar**, **Contacts**, or **Email**.

Office network

To connect your office network with a Virtual Private Network connection, see "**Virtual Private Networks (VPN)**".

Google Drive™

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

Find it: Apps > **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.

Print

To print your photos, documents, and more from your phone, check to see if your printer's manufacture has an app on Google Play. Then tap Apps > **Settings** > **Printing** to get started.

You can also send your photos, docs, and more to any Android™ device in your cloud or to Google Drive. Just download the Cloud Print app from Google Play.

Google Apps™
Google Play™
Google Now™
Now on Tap™

Google Play™

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

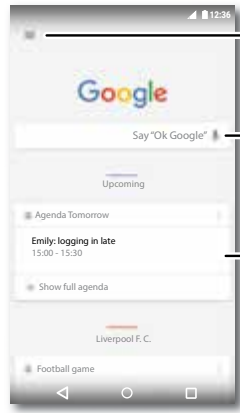
Find it: Apps > **Play Store**

- Find out more about **Google products:** See www.google.com/about/products.
- Log in or open a **Google account:** Visit www.google.com/accounts.
- **Google help:** See www.google.com/support.
- Access all of your files **in the cloud:** Check out "**Your cloud**".

Google Now™

Google Now brings you just the right information at just the right time, before you even ask. Weather, traffic, transit schedules, even the latest scores come automatically, appearing throughout the day just as you need them.

To get started, touch and hold Home , then follow the on-screen prompts. When Google Now is on, swipe right from the home screen to see it.



Set reminders, customize or change settings.

Tap to perform a task or ask Google a question.

Stuff that's important to you shows up here.

Tip: To remove a card, flick it to the left or right.

Now on Tap™

Note: This feature is currently only available in English

Find it: Apps > **Settings** > **Google** > **Search & Now** > **Now on Tap**, then touch and hold Home while in an app screen

Now on Tap provides information based on your current app screen.

For example, when you're texting a friend about seeing a movie, touch and hold Home . Now on Tap shows you movies playing in your area.

Play Movies & TV

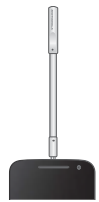
movies & shows, wherever you go

Play Movies & TV
Quick Start: Digital TV
Play Movies & TV
YouTube™

Quick Start: Digital TV

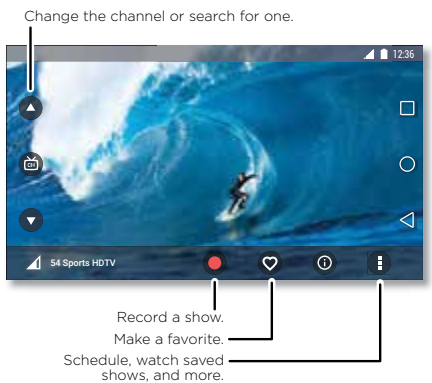
Note: This feature is available only on Moto G phones that come with an antenna.

Watch your favorite TV channels when you're away from home. To enhance your TV reception, plug in the antenna (included in the box).



Find it: Apps > **Mobile TV**

- **Record now:** To record the show you're watching, touch the screen, and then touch the record button.
- **Record later:** Touch the screen, touch Menu > **Schedule**.



Play Movies & TV

Find or rent the newest movies and shows—plus all your favorites before they hit DVD. You can watch them even when you're offline.

Find it: Apps > **Play Movies & TV**

To shop, rent, or watch on a computer, go to www.google.com/play and choose "Movies & TV".

YouTube™

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

Find it: Apps > **YouTube**

Browse
Quick Start: Chrome™
Web connection
Downloads
Browser options
Safe surfing & searching

Quick Start: Chrome™

Find it: Apps > **Chrome**

- **Go to a webpage:** Tap the address bar at the top of a page to search or enter an address.
- **Add a bookmark:** Open the address bar (drag down if you don't see it), then tap Menu > ☆.
- **Open a bookmark:** Open the address bar, then tap Menu > **Bookmarks**.

See options.

Tips & tricks

- **Webpage shortcut:** To add a shortcut to a webpage on your home screen, when viewing the webpage, tap Menu > **Add to Home screen**.
- **Search:** In the home screen, tap the Google search box and enter text to search.

  Note: If you can't connect, contact your service provider.
- **Mobile sites:** Some websites automatically show you a "mobile" version of their page—if you want to show the standard computer versions of all websites, tap Menu > **Request desktop site**.
- **Reload:** If a page doesn't load correctly, tap Menu > ↻.
- **Tabs:** To open a new tab, tap Menu > **New tab**. If you have more than one browser page open, tap Overview ☐ to move from one to another.
- **Clear history:** In the browser, tap Menu > **Settings** > **Privacy** > **CLEAR BROWSING DATA**. Then choose history, cache, cookies, and other options.
- **Help:** For more about Google Chrome, tap Menu > **Help & feedback** or visit www.supportgoogle.com/chrome.

Browse
Quick Start: Chrome™
Web connection
Downloads
Browser options
Safe surfing & searching

Web connection

To access the web, your phone uses your Wi-Fi network (or your mobile phone network if no Wi-Fi network is connected).

Note: Your service provider may charge to surf the web or download data over your mobile phone network.

To connect to a Wi-Fi network, see "**Wi-Fi networks**".

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™.

To download a file, picture, or webpage, tap Apps > **Chrome** and go to the website:

- **Files:** Tap the download link. To show the file or app, tap Apps > **Downloads**.
- **Pictures:** Touch and hold it to choose **Save image**. To see the picture, tap Apps > **Photos** > **Download**.

To download apps or phone updates, see "**Download apps**" or "**Update your phone**".

Browser options

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 Apps > **Chrome** > Menu > **New Incognito tab**.
- **Clear history:** To clear your browser history and other saved information, tap Apps > **Chrome** > Menu > **Settings** > **Privacy** > **CLEAR BROWSING DATA**.
- **Auto complete:** When you enter your name in an online form, your browser can automatically enter your address information. If you don't want that, tap Apps > **Chrome** > Menu > **Settings** > **Autofill forms**, then tap the switch at the top to turn it off.
- **Pop-ups:** To stop pop-up windows from opening, tap Apps > **Chrome** > Menu > **Settings** > **Site settings** > **Pop-ups**.

Photos & videos

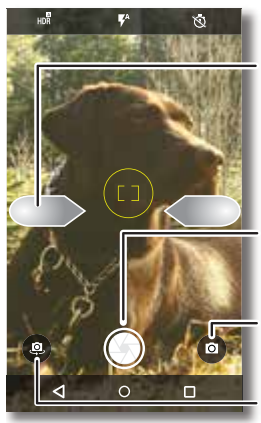
see it, capture it, share it!

Photos & videos
- Quick Start: Photos & videos
- Take photos
- Record videos
- Get the perfect shot
- View, share, & use photos & videos
- Capture your screen

Quick Start: Photos & videos

Take crisp, clear photos with the rear or front camera.

- **Launch it:** Tap **Camera**.
- **Take a photo:** Tap to take a photo.
- **See it:** Swipe left for your photo gallery (**Photos**).
- **Share it:** View a photo or video from your gallery, then tap Share .



Tips & tricks

- **Take a selfie:** Tap in the camera screen to switch to the front camera.
- **Record a video:** Tap in the camera screen and select **Video** . Tap to start recording. Then tap to stop recording.
- **Capture a still shot during a video:** Tap on the screen while recording to save a photo.
- **View, share, or delete:** To open your gallery, swipe the camera screen left. Pick a photo or video. Choose to share or Menu for more options like printing.
- **Change settings:** To open camera options, swipe the camera screen right.
- **Zoom:** Drag two fingers apart. To zoom out, drag your fingers together.
- **Multi-shot:** Touch and hold to take a burst of photos.
- **Panorama:** Tap in the camera screen and select **Panorama** . Tap and use the on-screen guide to slowly pan your phone.
- **Edit:** Tap the photo to select it, then tap .
- **Print:** Want to print your photos? Check out "**Print**".

Photos & videos
Quick Start: Photos & videos
Take photos
Record videos
Get the perfect shot
View, share, & use photos & videos
Capture your screen

Take photos

Find it: Apps > **Camera**

Tap to take a photo.

Record videos

Find it: Apps > **Camera**, then tap in the camera screen and select **Video**

Tap to start recording. Then tap to stop recording.

Tip: To share a video, swipe the camera screen left to open your gallery, tap the video, then choose to share.

Get the perfect shot

Point, tap, and you're done. But when you want something a little different, play with these camera options.

These options are along the top of the camera or video screen:

Options	
HDR	Turn on HDR (high dynamic range) effect for better pictures in challenging lighting situations, such as outdoors.
Flash	Set **On**, **Off**, or **Auto Flash**.
Beautify	With the front-facing camera, smooth skin and beautify faces. Set to **Auto**, **Manual**, or **Off**.

Options	
Timer	Set a timer to 3 seconds or 10 seconds.

To find these options, tap in the camera screen:

Options	
Panorama	Take a wide-angle shot. Use the on-screen guide to slowly pan while you are taking the photo.
Video	Take a video.
Photo	Take a photo.

To find these options, swipe the camera screen right:

Options	
Shutter sound	Turn the shutter sound on or off.
Storage	Choose a storage location for your photos and videos (**Phone** or **SD card**).
Save location	Turn on to tag photos with a location.
Photo size (rear)	Set the photo aspect ratio and resolution.
Selfie photo mirror	With the front-facing camera, take a mirror image photo of yourself.
Shutter type	Tap anywhere on the screen to take the photo. Or, tap to take a photo.

Photos & videos
Quick Start: Photos & videos
Take photos
Record videos
Get the perfect shot
View, share, & use photos & videos
Capture your screen

Options	
Video resolution (rear camera)	Set the video resolution.
Quick tutorial	Learn more about your camera.

View, share, & use photos & videos

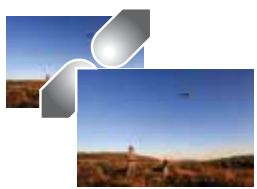
Find it: Apps > **Photos**

- **Play, share, or delete:** Tap a thumbnail to open it, then choose to share, to delete, or Menu for more.

  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.



- **Wallpaper or contact photo:** Open a picture, then tap Menu > **Use as** > **Wallpaper**.
- **Edit:** Open a picture, then tap .
- **Slideshow:** Tap a picture, then tap Menu > **Slideshow**. To stop the slideshow, tap the screen.

Tip: To show the slideshow on a television or other device, see "Connect & transfer".

Capture your screen

Share a screen capture of your favorite playlist, your new high score, or a friend's contact information.

To capture your phone's screen, press and hold both the Power and the Volume Down keys at the same time.

To see the screen capture, tap Apps > **Photos**, tap , then tap **Device folders** > **Screenshots**.

Tip: Also see "Screen pinning".

Play Music
Quick Start: Music

Quick Start: Music

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

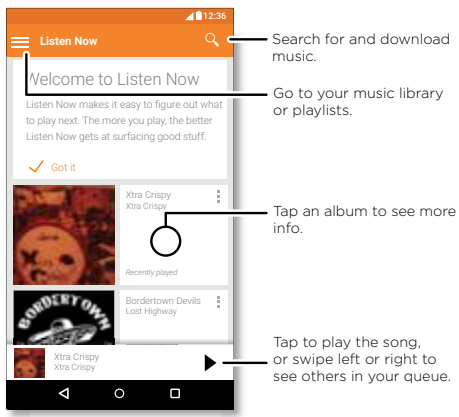
Note: You can buy music only in the U.S. and some countries.

Find it: Apps > **Play Music**

To upload your music library to Google Play™ Music from a computer, visit www.google.com/music.

Tap **Listen Now** to see recommendations and more.

Tip: Share songs directly with your contacts. Tap Menu next to a song > **Share**. Or use "**Direct Share**".



Tips & tricks

- **Volume:** Press the volume buttons.
- **Hide the music player:** To use another app while your music plays, tap Home . To return to the music player, swipe the status bar down and tap the song title.

  Tip: You can also select **Next**, **Pause**, or **Previous** by swiping down the notification bar or using the controls on your unlock screen.
- **Home screen widget:** Control music playback from the home screen by adding the **Google Play Music** widget.
- **Playlists:** Tap Menu next to a song in your library to add it to a playlist or show other options. To edit, rename, or delete a playlist, touch and hold its name in the music library.
- **Download your music library for offline listening:** To download, tap next to a song, artist, album, or playlist. To listen offline, tap , then **Downloaded only** to avoid using data to stream your music library.
- **During a flight:** Airplane mode lets you to listen to your offline music and disconnects all connections. Swipe down the status bar with two fingers and tap **Airplane mode** to turn it on.
- **File types:** Your phone can play MP3, M4A, AAC, AAC+, MIDI, and WAV files.

  Note: Copyright—do you have the right? Always follow the rules. See "Content Copyright" in the legal and safety information on your phone.

Locate & navigate
Quick start: Locate & navigate

Quick start: Locate & navigate

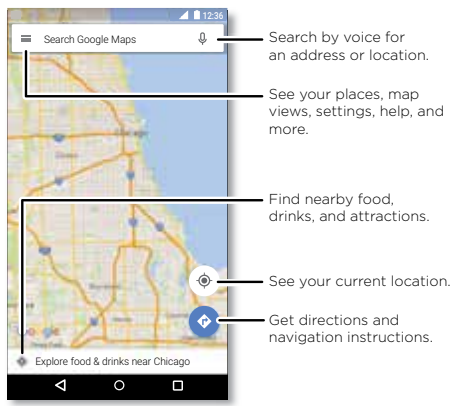
Find a nearby cafe, get directions or step-by-step GPS voice navigation using the Google Maps™ you know and trust.

Find it: Apps > **Maps**

- Enter what you want to find in the search bar, then tap to see more information and options.

Note: Your map screen may look different.

Tip: To access information based on your current maps screen, touch and hold Home while in the maps screen. For more information, see "**Now on Tap™**".



Tips & tricks

- **Find an address:** In the search field, enter an address or something you're looking for, like "gas station." The map moves to show the address or local suggestions. Tap the address info at the bottom for more details.
- **Get directions:** Enter a place or address, then tap .
- **Save an address:** Tap the address info at the bottom of the screen and then tap **SAVE**.
- **Zoom:** To zoom in or out, drag two fingers together or apart on the screen.
- **Turn and tilt:** Rotate two fingers on the map to turn it, or drag down/up to tilt.
- **Share a location:** Tap a location, then tap the address and tap Menu >**Share**.
- **Identify address:** Touch and hold a spot on the map to show the nearest address.
- **Get map help:** Tap > **Help**.

Connect & transfer
Quick Start: Connect & transfer
Bluetooth wireless
Wi-Fi networks
USB cables
Share your data connection
Data use
NFC
Your cloud
Phone & tablet
Memory card
Virtual Private Networks (VPN)
Mobile network
Airplane mode

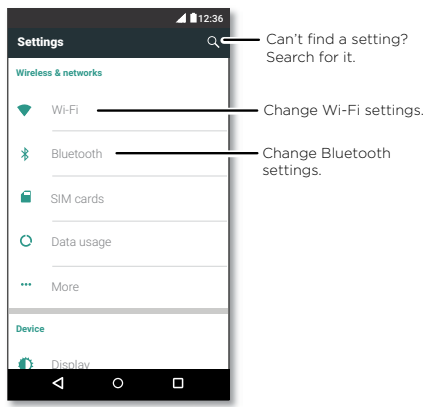
Quick Start: Connect & transfer

Connect accessories, computers, networks, and more.

Find it: Apps > **Settings**

Tips & tricks

- **Quick settings:** Get to the most used settings quickly. Swipe down the status bar with two fingers. See "Quick settings".
- **Bluetooth™ devices:** To connect a Bluetooth headset, keyboard, or other device, tap **Bluetooth**.
- **Wi-Fi networks:** To connect, tap **Wi-Fi**.



- **Wi-Fi hotspot:** To make your phone a hotspot, check out "Wi-Fi hotspot".
- **USB cable:** Your phone's micro USB port lets you exchange media and other files with a connected computer. To change the type of USB connection, tap Apps > **Settings** > **Storage** > Menu > **USB computer connection**.
- **Automatic connections:** When Bluetooth or Wi-Fi power is on, your phone automatically reconnects to available devices or networks it has used before.
- **Airplane mode:** Need to shut down wireless connections quickly? Swipe down the status bar with two fingers and tap **Airplane mode**.
- **Print:** Want to print your photos, docs, or other things? Check out "Print".

Bluetooth wireless

Turn Bluetooth power on/off

Find it: Apps > **Settings** > **Bluetooth**, then tap the switch to turn it on

Note: Swipe down the status bar with two fingers to quickly turn Bluetooth on or off.

Tip: To extend battery life or stop connections, turn Bluetooth off when you're not using it.

Connect & transfer
Quick Start: Connect & transfer
Bluetooth wireless
Wi-Fi networks
USB cables
Share your data connection
Data use
NFC
Your cloud
Phone & tablet
Memory card
Virtual Private Networks (VPN)
Mobile network
Airplane mode

Connect devices

The **first time** you connect a Bluetooth device, follow these steps:

1 Make sure the device you are pairing with is in discoverable mode (for details, refer to the guide that came with the device).

2 Tap Apps > **Settings** > **Bluetooth**.

3 Make sure the switch is on.

4 Tap a found device to connect it (if necessary, tap **Pair** or enter a passkey like **0000**).

Tip: Tap to rename the device.

When the device connects, the Bluetooth status indicator shows at the top of the screen .

To automatically **disconnect** or **reconnect** a device anytime, like a wireless headset, just turn the 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.

Manage devices

To manually reconnect your phone with a paired device, tap the device name in the list.

To manually disconnect your phone from a paired device, tap the device name in the devices list, then tap **OK**.

To remove a paired device, tap next to the device name, then tap **Unpair**.

To change the name your phone shows to other devices, tap Apps > **Settings** > **Bluetooth**, turn Bluetooth power on, then tap Menu > **Rename this device**. Enter a name and tap **RENAME**.

Let devices find your phone

To let a Bluetooth device discover your phone, just turn the Bluetooth switch on.

Transfer files

- **Photos or videos:** Open the photo or video, then tap > **Bluetooth**.
- **Contacts:** Tap Apps > **Contacts**, tap a person, then tap Menu > **Share** > **Bluetooth**.

Wi-Fi networks

Turn Wi-Fi power on/off

Find it: Apps > **Settings** > **Wi-Fi**, then tap the switch to turn it on

Note: Swipe down the status bar with two fingers to quickly turn Wi-Fi on or off.

Connect to networks

To find networks in your range:

1 Tap Apps > **Settings** > **Wi-Fi**.

Tip: To show your phone's MAC address and Wi-Fi settings, tap Menu > **Advanced.**

2 Make sure the Wi-Fi switch is turned on.

Connect & transfer
Quick Start: Connect & transfer
Bluetooth wireless
Wi-Fi networks
USB cables
Share your data connection
Data use
NFC
Your cloud
Phone & tablet
Memory card
Virtual Private Networks (VPN)
Mobile network
Airplane mode

3 Tap a found network to connect it (if necessary, enter **Network SSID**, **Security**, and **Wireless password**, and tap **Connect**).

When your phone connects, the Wi-Fi status indicator appears in the status bar.

Note: 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.

Tip: When Wi-Fi is on, your phone automatically reconnects to available networks it has used before. If a router previously had no internet connection, your phone will not automatically connect to it.

Wi-Fi hotspot

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.

Your can make your phone a Wi-Fi hotspot to provide portable, convenient internet access to other Wi-Fi enabled devices.

Note: Keep it secure. To protect your phone and hotspot from unauthorized access, it is strongly recommended that you set up hotspot security (WPA2 is the most secure), including password.

Find it: Apps > **Settings** > **More** > **Tethering & portable hotspot** and check **Portable Wi-Fi hotspot**

Note: These steps may vary depending on your network.

1 Your phone turns off Wi-Fi and uses the mobile network for internet access. Tap **Set up Wi-Fi hotspot** to set up security:

- **Network SSID:** Enter a unique name for your hotspot.
- **Security:** Select the type of security you want: **Open** or **WPA2**. For **WPA2**, enter a unique password that others will need to access your Wi-Fi hotspot.

  Note: **WPA2** is recommended by IEEE.
- **Password:** Create a password with at least eight characters.

2 Tap **SAVE**.

When your Wi-Fi hotspot is active, other Wi-Fi enabled devices can connect by entering your hotspot's **Network name**, selecting a **Security** type, and entering the correct **Wireless password**.

Wi-Fi modes

For those who like to get a bit more technical, your phone supports the following Wi-Fi modes: 802.11b, g, n, ac.

USB cables

Note: Copyright—do you have the right? Always follow the rules. See "Content Copyright" in the legal and safety information on your phone.

To load music, pictures, videos, documents, or other files from your computer, connect your phone to your computer with a USB cable. To change the type of USB connection (if necessary), swipe the status bar down and tap **USB**.

Connect & transfer
Quick Start: Connect & transfer
Bluetooth wireless
Wi-Fi networks
USB cables
Share your data connection
Data use
NFC
Your cloud
Phone & tablet
Memory card
Virtual Private Networks (VPN)
Mobile network
Airplane mode

Tip: Make sure to connect the phone to a high power USB port. Typically, these are located directly on your computer.

Note: The first time you use a USB connection, your computer may indicate that drivers are being installed. Follow any prompts you see to complete the installation. This may take a few minutes.

- For Microsoft® Windows®: On your computer, choose Start, then select Windows Explorer from your list of programs. In Windows Explorer, your phone will appear as a connected drive (mass storage device) where you can drag and drop files, or it will appear as an MTP or PTP device that lets you use Windows Media Player to transfer files. For more instructions or driver files, visit www.motorola.com/support.
- For Apple™ Macintosh™: Use Android File Transfer, available at www.android.com/filetransfer.

Share your data connection

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

Tip: To share a Wi-Fi connection, see "**Wi-Fi hotspot**".

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

Note: If your computer is running something older than Microsoft® Windows® 7 or Apple™ Macintosh™ OSX, it might require special configuration.

2 On your phone, tap Apps > **Settings**, then make sure the **Wi-Fi** switch is set to off.

3 In **Settings**, tap **More** > **Tethering & portable hotspot**, then check **USB tethering** to start the connection.

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

Data use

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

Find it: Apps > **Settings** > **Data usage**

Your phone shows a data usage graph. Below the graph, apps appear from highest to least data usage. Apps that use a lot of data might also use a lot of battery power.

Restrict background data, show Wi-Fi networks, and more.

Tap a user or app to see specific data usage.

Connect & transfer
Quick Start: Connect & transfer
Bluetooth wireless
Wi-Fi networks
USB cables
Share your data connection
Data use
NFC
Your cloud
Phone & tablet
Memory card
Virtual Private Networks (VPN)
Mobile network
Airplane mode

Some apps transfer data in the background when you're not viewing them—to stop an app from doing this, tap it and then check **Restrict app background data**.

To turn off background data use for all apps, just tap Menu ⋮ > **Restrict background data**.

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.

To choose which SIM card is used for data services tap Apps > **Settings** > **SIM cards** > **Cellular data** and select a network.

NFC

Note: Some Moto G Play phones support NFC.

Near Field Communication technology lets you instantly share content (like web links, contacts, and photos), information, and more, by touching the back of your phone to another NFC-enabled device.

Find it: Apps > **Settings** > **More** > **NFC**

Share with Android Beam™

Use Android Beam to share content on your phone with another NFC-enabled phone or tablet.

Note: The other device must support NFC, too.

1 Open the screen that contains the map page or browser page you want to share.

2 Touch the back of your phone to the back of the other device.

When the devices connect, you'll see **Touch to Beam** on your phone.

3 Touch your screen to share your content.

Receive with NFC

Receive web links, e-coupons, brochures, maps and more from an NFC tag. Look for the NFC logo on posters, signs, store displays and other areas. Just touch the back of your phone to the logo to receive its tag information.

Bluetooth & Wi-Fi one-touch setup

Just touch your phone to an NFC-enabled Bluetooth device or Wi-Fi access point to automatically pair or connect with the device.

Mobile payment

You can use any secure payment app to pay for your purchase (where available).

Look for the NFC logo to confirm that you can make a mobile payment. Touch the back your phone to the payment device to pay for your purchase.

Security

Mobile payments, wireless connections, and content sharing all demand security:

- **Range:** NFC only works over a short range (about 4 cm/1.5 inches), so it's unlikely you'll connect by

Connect & transfer
Quick Start: Connect & transfer
Bluetooth wireless
Wi-Fi networks
USB cables
Share your data connection
Data use
NFC
Your cloud
Phone & tablet
Memory card
Virtual Private Networks (VPN)
Mobile network
Airplane mode

mistake—if you did, you would still have to accept the connection to send or receive information.

- **Encryption:** Your phone uses the latest security, encryption, and authentication features to protect your personal information for mobile payments and content sharing.

Your cloud

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

Sync your Google account

When you log in to the same Google account, all devices can get to all the same apps, contacts, movies, books, and music from Google Play—plus you share the same Gmail, Google Calendar™, and Google Mobile™. To add accounts to your phone, tap Apps > **Settings** > **Accounts**, then tap **Add account** > **Google**.

Phone & tablet

Your Android phone and tablet 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 "**Transfer files**".
- **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 "**Wi-Fi hotspot**".
- **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 "**Bluetooth wireless**".

Memory card

You can choose to use your microSD card as portable or internal storage:

- **Portable storage:** Store your pictures, videos, audio and other media files. You can remove the memory card at any time and transfer it to another device.
- **Internal storage:** In addition to your media files, you can store downloaded apps and games. The memory card acts as an extension of the internal storage of your phone.

After you have inserted a memory card into your phone, you will be prompted to select either portable or internal storage.

To manually set your memory card to internal storage tap Apps > **Settings** > **Storage**, then select your memory card and tap Menu > **Settings** > **Format as internal**.

Caution: If your memory card is set to internal storage, it is formatted and encrypted to protect your information. If you want to use it as portable storage, or in another device, you'll need to format it. Before doing so, please remember that formatting erases all the data stored on your memory card.

Tip: Use a Class 10 memory card.

Note: Your phone supports memory cards up to 128 GB.

Mount or unmount memory card

To mount a memory card, simply put it into your phone (see "**Remove the battery & put in cards**").

Connect & transfer
Quick Start: Connect & transfer
Bluetooth wireless
Wi-Fi networks
USB cables
Share your data connection
Data use
NFC
Your cloud
Phone & tablet
Memory card
Virtual Private Networks (VPN)
Mobile network
Airplane mode

To unmount your memory card (so you can take it out of your phone), tap Apps > **Settings** > **Storage** > **SD card**, then touch the arrow next to the SD card name.

Caution: Do not remove a memory card while your phone is using it or writing files to it.

Erase memory card content

To delete all the information (music, photos, and files) from your memory card, tap Apps > **Settings** > **Storage**. Tap the SD card name, then tap Menu > **Format**.

Virtual Private Networks (VPN)

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

To enter VPN settings, tap Apps > **Settings** > **More** > **VPN**. Tap + to add a new VPN. Choose the type of VPN and enter settings from the network administrator. The network is stored in the **VPN** list so you can select it whenever you need to connect.

Mobile network

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

To see network settings options, tap Apps > **Settings** > **More** > **Cellular networks**.

Note: Your phone supports most networks. Contact your service provider for help.

Airplane mode

Use airplane mode to turn off all your wireless connections—useful when flying. Swipe down the status bar with two fingers, then tap **Airplane mode**.

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

keep your phone safe

Protect
- **Quick start: Protect your phone**
- **Screen lock**
- **Screen pinning**
- **SIM card lock**
- **Encrypt your phone**
- **Backup & restore**
- **Reset**
- **Stolen phone?**

Quick start: Protect your phone

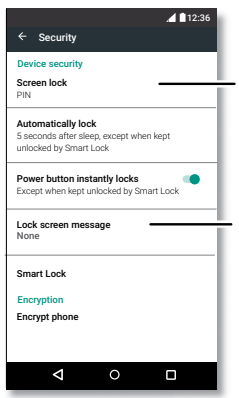
Make sure your information is protected in case your phone is lost or stolen.

Find it: Apps > **Settings** > **Security**

The easiest way to protect your phone is to use **Screen lock**. You can choose to swipe to unlock (less secure), or enter a pattern, PIN, or passcode to unlock your phone.

Screen lock

To keep your phone secure, you can make the touchscreen lock when it goes to sleep.



For a screen lock, you can use a pattern, password, or other option.

Add info to show on your lock screen.

Find it: Apps > **Settings** > **Security** > **Screen lock**, then select the lock type:

- **None**: Turn off the screen lock.
- **Swipe**: Tap and drag up.
- **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.

To change when your touchscreen goes to sleep, tap Apps > **Settings** > **Display** > **Sleep**.

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

Can't unlock?

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

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

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

Screen pinning

Need to keep an important screen handy, such as a boarding pass or shopping coupon? Pin the screen for easy access.

To set up screen pinning, tap Apps > **Settings** > **Security** > **Screen pinning**.

Protect
Quick start: Protect your phone
Screen lock
Screen pinning
SIM card lock
Encrypt your phone
Backup & restore
Reset
Stolen phone?

To pin a screen, open the app you want to pin, touch and hold Overview, and scroll up. Tap.

To unpin the screen, touch and hold Back and Overview at the same time.

SIM card lock

Caution: If you enter an incorrect SIM PIN code three times, your phone locks your SIM card and asks for your PIN unlock code. Contact your service provider for your PIN unlock code.

You shouldn't need to use this feature, but to set a SIM card PIN that you must enter when you turn on your phone, tap Apps > **Settings** > **Security** > **Set up SIM card lock** > **Lock SIM card**.

To set your SIM PIN, enter a 4-digit code. To change your code, choose **Change SIM PIN**.

Encrypt your phone

Caution: If you forget your encryption code, you cannot recover the data stored on your phone or memory card. Encrypting your files can take an hour or more. Leave your phone plugged in, and be careful not to interrupt the process.

Encryption protects the accounts, settings, apps, and files on your phone, so that people cannot access them if your phone is stolen.

You shouldn't need to use this feature, but to encrypt your phone and require a PIN or password whenever you turn on your phone, tap Apps > **Settings** > **Security** > **Encrypt phone**.

Backup & restore

Find it: Apps > **Settings** > **Backup & reset** > **Back up my data**, then tap the switch to turn it on

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 backed up data when reinstalling an app, tap Apps > **Settings** > **Backup & reset** > **Automatic restore**.

To choose what syncs with the account, tap Apps > **Settings** > **Accounts** > **Google**, tap your Google account, and check things to sync.

Note: Text messages, call logs, and items stored on your phone will not be restored. To restore your Google Play Store apps, see "Take care of your apps".

Reset

To reset your phone to factory settings and erase all the data on your phone, tap Apps > **Settings** > **Backup & reset** > **Factory data reset** > **RESET PHONE**.

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

Protect
Quick start: Protect your phone
Screen lock
Screen pinning
SIM card lock
Encrypt your phone
Backup & restore
Reset
Stolen phone?

Stolen phone?

Your phone has Android Device Manager. You can remote lock or reset your device to protect your device from thieves. For details, see www.google.com/android/devicemanager.

Want more?
Get help & more

Get help & more

Get answers, updates, and info:

- **Help is here:** Tap Apps > **Help** to get walk-through tutorials, how-tos, FAQs, or chat with people who can help, right on your phone.
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Where is my legal, safety and 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** > **Legal information**, and select a topic. To access the materials on the web, visit www.motorola.com/device-legal.

Crash recovery

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.

Service & repairs

If you have questions or need assistance, we're here to help.

Go to www.motorola.com/support, where you can select from a number of customer care options. You can also contact the Motorola Customer Support Center at: 1-800-734-5870 (United States), 1-888-390-6456 (TTY/TDD United States for hearing impaired), or 1-800-461-4575 (Canada).

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Note: Do not ship your product to the above address. If you need to return your product for repairs, replacement, or warranty service, please contact the Motorola Customer Support Center at:

1-800-734-5870 (United States)

1-888-390-6456 (TTY/TDD United States for hearing impaired)

1-800-461-4575 (Canada)

Certain features, services and applications are network dependent and may not be available in all areas; additional terms, conditions and/or charges may apply. Contact your service provider for details.

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Product ID: Moto G^4 Play
Manual Number: 68018207001-B