HUAWEI *MediaPad*

User Guide

EMUI 3.0.5/3.1

1 **About this document**

Thank you for choosing the HUAWEI MediaPad.

This document is intended for the HUAWEI MediaPad that runs EMUI 3.0.5/EMUI 3.1.

The images in this document are screenshots taken when using the Bloom theme. Switch to the Bloom theme to get the most out of this guide. For details, see Changing the theme.

- Some models do not support calling, SMS and other mobile network functions.
- Some features may not be available on certain models or in certain regions.

2 Getting started

Locking and unlocking the screen

- **Locking the screen**: The screen will lock automatically if your HUAWEI MediaPad has been idle for a specified period of time. You can also press the power button to lock the screen.

  On the home screen, touch ⚙ **Settings** > **Display** > **Sleep** and choose a time.
- **Unlocking the screen**: Press the power button to turn on the screen. Slide your finger in any direction to unlock the screen.

Notification and status icons

The notification and status bars may display the following icons to inform you of your HUAWEI MediaPad's status.

Icon	Description	Icon	Description
✈	Flight mode	✳	Bluetooth on
●	GPS in use	🔋	Charging
▭	Battery full	▬	Battery extremely low
✉	New email	((•))	Wi-Fi hotspot on
📇	SIM card not inserted	⊞	Preparing the microSD card
1	Upcoming event	🕐	Alarms enabled
↑	Uploading or sending files	↓	Downloading or receiving files
●!	Memory full	⚠	System exception
↻	Synchronising data	↻!	Synchronisation failed
⊶	Connected to a VPN	ψ	USB tethering on
📶	Wi-Fi networks available	📶	Connected to a Wi-Fi network
🤖	USB debugging on	🎧	Headset connected

Common keys

Icon	Description	Icon	Description
≡	More	∠	Share
✓	Completed	+	Add

🔍	Search	🗑	Delete data
↻	Refresh	💾	Save
☆	Favourites	📞	Call

Shortcut operations

- To open an application: On the home screen, touch the application.
- To switch between the home screen and its extensions: On the home screen, flick your finger left or right.
- Personalising the home screen: Touch and hold a blank area on the home screen or pinch two fingers together to set the wallpaper, widgets and more.
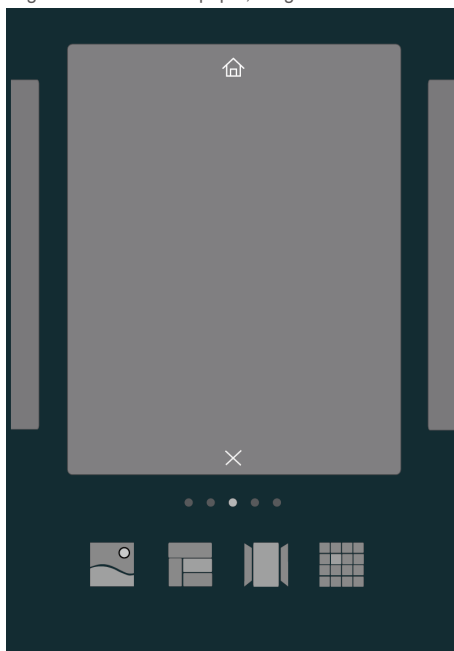
- On the home screen, pinch three fingers together to display the home screen thumbnails, where you will be able to manage your home screens. For details, see Managing home screens.
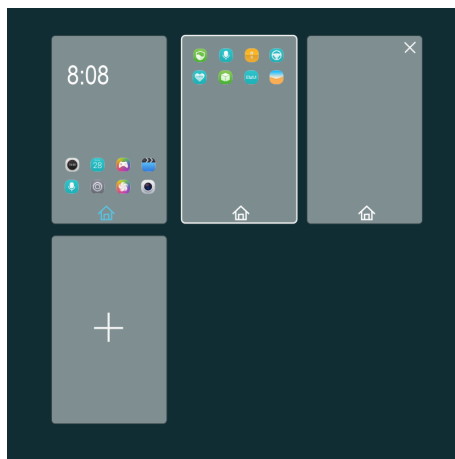
- Opening the notification and shortcut panels: Slide down from the status bar to open the notification panel. Swipe left or right to switch between the notifications and shortcuts tabs.
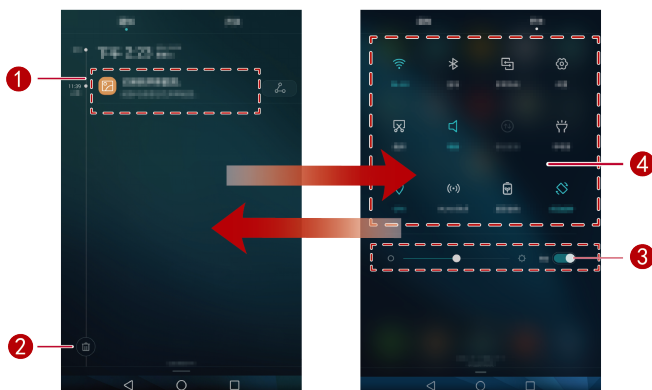
❶	Touch a notification to view its details and swipe left or right across a notification to dismiss it.
❷	Touch 🗑 to delete all notifications.
❸	Drag the slider to adjust the screen brightness. You can also enable or disable automatic brightness. (Certain models only)
❹	Touch the shortcut switches on the notification panel to turn the functions on or off. Touch and hold a switch to enter the settings screen of the corresponding function. Slide down the shortcut switches; you can then touch **Edit** to customise the list.

3 Text input

Your HUAWEI MediaPad comes with multiple input methods. It's easy to enter text using the onscreen keyboard.

- Touch a text input field to bring up the onscreen keyboard.

- When you are done, touch ∨ to hide the onscreen keyboard.

Editing Text

You can copy, cut and paste text.

- **Select text**: Touch and hold the text field until ❘ and ❘ appear. Drag ❘ and

  ❘ to select the text you want to edit, or touch **Select all** to select all text.
- **Copy text**: After selecting text, touch **Copy**.
- **Cut text**: After selecting text, touch **Cut**.
- **Paste text**: Touch where you want to insert the text (to move the insertion point, drag

  ●) and touch **Paste** to paste the text you copied or cut.

Selecting an input method

The HUAWEI MediaPad provides multiple methods to input text. You can select your desired input method.

1. On the text editing screen, touch a text field to bring up the onscreen keyboard.
2. Swipe down from the notification bar to display the notification panel.
3. On the notification panel, touch **Select input method**.
4. On the displayed option menu, select the desired input method.

4 Network connection

Connecting to a Wi-Fi network

 If a Wi-Fi network and a mobile data network are available at the same time, the HUAWEI MediaPad preferentially connects to the Wi-Fi network. If the Wi-Fi network becomes unavailable, the HUAWEI MediaPad then automatically connects to the mobile data network.

1. On the home screen, touch **Settings** > **Wi-Fi**.

2. Toggle the **Wi-Fi** switch to to turn on Wi-Fi. Your HUAWEI MediaPad then scans for available Wi-Fi networks.

3. Select the desired Wi-Fi network and follow the onscreen instructions.

 To connect to a Wi-Fi network that has a hidden SSID, touch **Add network** under the Wi-Fi network list and then follow the onscreen instructions to enter the required information and connect to the network.

Your HUAWEI MediaPad consumes more power when Wi-Fi is turned on. To save battery power, turn off Wi-Fi when it is not in use.

Connecting to a Wi-Fi network using WPS

If the wireless router being used supports Wi-Fi protected setup (WPS), it is easy to connect to a Wi-Fi network using WPS.

1. On the home screen, touch **Settings** > **Wi-Fi**.

2. Toggle the **Wi-Fi** switch to to turn on Wi-Fi.

3. Touch ☰ >**Advanced settings** > **WPS connection** or **WPS PIN connection** and follow the onscreen instructions to connect to the wireless router.

Turning on your mobile data connection (Certain models only)

Using a mobile data connection may incur data usage charges. For details, contact your service provider.

1. On the home screen, touch **Settings**.

2. Touch **More** > **Mobile network** under **Wireless & networks**.

3. Touch the key next to **Data enabled** or drag the key to to enable mobile data.

5 Network sharing

You can use various methods to share your HUAWEI MediaPad's data connection with other wireless devices.

Sharing your network using a Wi-Fi hotspot (Certain models only)

By setting up your HUAWEI MediaPad as a Wi-Fi hotspot, you can share your mobile data network with other devices.

Before sharing your data connection, turn on mobile data on your HUAWEI MediaPad. For details, see Turning on your mobile data connection (Certain models only).

Allowing other devices to access the Internet using your HUAWEI MediaPad's data connection may consume a significant amount of data.

1. On the home screen, touch **Settings**.
2. Under **Wireless & networks**, touch **More** > **Tethering & portable hotspot**.
3. Touch **Portable Wi-Fi hotspot**.
4. Toggle the switch to to turn on your Wi-Fi hotspot.
5. Touch **Configure Wi-Fi hotspot** and follow the onscreen instructions to set the required information, such as your Wi-Fi network name and password.

Once the Wi-Fi hotspot settings are complete, other Wi-Fi enabled devices can search for and connect to the Wi-Fi hotspot provided by your HUAWEI MediaPad.

Sharing your data connection through USB tethering

You can share your HUAWEI MediaPad's network connection with a computer using a single USB cable.

1. Connect your HUAWEI MediaPad to a computer using the USB cable provided with the HUAWEI MediaPad.
2. On the home screen, touch **Settings**.
3. Under **Wireless & networks**, touch **More** > **Tethering & portable hotspot**.
4. Touch **USB tethering** to share your mobile data connection.

After the connection is set up, you can access the Internet from the computer.

> When using the USB tethering function, you cannot use your HUAWEI MediaPad as a USB storage device.

Sharing your data connection through Bluetooth tethering (Certain models only)

With Bluetooth tethering, you can share your HUAWEI MediaPad's data connection with other Bluetooth devices.

1. On the home screen, touch **Settings**.
2. Under **Wireless & networks**, touch **More** > **Tethering & portable hotspot**.
3. Touch **Bluetooth tethering** to turn on Bluetooth tethering.
4. Enable Bluetooth on the other device and pair your HUAWEI MediaPad with it.

6 Contacts

Creating a contact

1. On the home screen, touch ![Contacts icon] **Contacts** to display your contacts list.

2. Touch ╋ .

> ⓘ If you are creating a contact for the first time, your HUAWEI MediaPad prompts you to select a storage location. After you create your first contact, new contacts are stored in the same location. You can touch the storage location, which is displayed on the new contacts screen, to select a different location.

3. Enter your contact's information, such as name, phone number and email address.

4. Touch **Add another field** to add more information.

5. Touch ✓ .

Synchronising contacts

You can synchronise the contacts stored in your Gmail and Exchange accounts and your HUAWEI MediaPad.

1. On the home screen, touch ![Settings icon] **Settings**.

2. Under **Accounts**, touch the type of account you want to synchronise.

3. Touch the account you want to synchronise.

4. Toggle the **Sync contacts** switch to ![toggle] .

If the account you want to synchronise has not been added to your HUAWEI MediaPad, touch **Add account** and follow the onscreen instructions to add the account. When it is added, your HUAWEI MediaPad automatically synchronises with it.

Importing contacts

You can import contacts from a micro-SIM or microSD card to your HUAWEI MediaPad, or use Wi-Fi Direct to import the contacts from other devices to your HUAWEI MediaPad.

1. On the home screen, touch ![Contacts icon] **Contacts** to display your contacts list.

2. Touch ☰ > **Import/Export**.

3. Select an import method and follow the onscreen instructions.

Backing up contacts

You can back up your contacts to a microSD card in case your contacts are accidentally deleted or lost.

1. On the home screen, touch **Contacts** to display your contacts list.

2. Touch ☰ > **Import/Export**.

3. Touch **Export to storage**.

Sharing contacts

You can share contacts in your HUAWEI MediaPad with your friends using email, Bluetooth and more.

1. On the home screen, touch **Contacts**.

2. From the contacts list, you can:

- Touch the contact you want to share and then touch ⤓.

- Touch ☰ > **Import/Export** > **Share contacts**, select the contacts you want to share and then touch ⤓.

3. In the popup dialogue box, choose a sharing mode and follow the onscreen instructions to share the contacts.

7 Calls (Certain models only)

Making an emergency call

In the event of an emergency, you can make emergency calls without a SIM card. However, you must still be within mobile coverage.

1. On the home screen, touch **Dialler**.

2. Enter a local emergency number and touch .

> Emergency calls are subject to the quality of the mobile network, usage environment, service provider policies and local laws and regulations. Never rely solely on your HUAWEI MediaPad for critical communications if emergencies occur.

Making a conference call

Making conference calls with your friends, family and colleagues is easy with your HUAWEI MediaPad.

> Before you make a conference call, make sure you have subscribed to the conference call service. For details, contact your service provider.

1. Call the first participant.

2. When the call is connected, touch $+$ and call the second participant. The call with the first participant is put on hold.

3. When the second call is connected, touch to start a conference call.

4. To add more participants, repeat steps 2 and 3.

When the call is complete, touch to end it.

Adding an unknown number to your contacts

1. On the home screen, touch **Dialler**.

2. From the call log, touch next to the unknown number.

3. Touch $+$ or .

> You can also touch and hold the number you want to add and then touch **Create new contact** or **Save to existing contact**.

Clearing call logs

To delete a single call log entry: On the **Dialler** screen, touch and hold the call log entry. On the displayed option menu, touch **Delete entry**.

To delete all or multiple call log entries: On the **Dialler** screen, touch > **Delete call log.**

- Select the **Select all** check box and touch 🗑 to delete all call log entries.
- Select one or more call logs and touch 🗑 to delete them.

Enabling pocket mode (Certain models only)

Worried about missing important calls when your HUAWEI MediaPad is in your pocket? Pocket mode can help you out by gradually increasing the ringtone volume and vibration intensity of incoming calls.

1. On the home screen, touch 📞 **Dialler**.

2. Under **Dialler**, touch ☰ > **Settings**.

3. Toggle the switch next to **Pocket mode** to turn on pocket mode.

8 Messaging (Certain models only)

Searching for a message

Lots of messages and looking for one in particular? This handy function makes it easy to find that elusive message.

1. On the home screen, touch **Messaging**.

2. Enter a keyword in the search box.

3. Touch .

4. In the results list, select the desired message to open it.

Customising message settings

To customise text and multimedia message settings, message notification tones, and other settings, touch > **Settings** in the message list.

9 **Managing applications**

Installing an application

ℹ️ When you install an application, the "**Install blocked**" message may be displayed. Read the message carefully. If you want to continue with the installation, follow the onscreen instructions.

You can obtain and install an application using any of the following methods:

- Download it from an online app store or by using a browser. After you have downloaded the application, follow the onscreen instructions to install it.

ℹ️ Some third-party applications may not be compatible with your HUAWEI MediaPad. They may not run properly and your HUAWEI MediaPad may shut down. It is recommended that you only download applications from trusted sources.

- Connect your HUAWEI MediaPad to a computer. Use HiSuite or third-party software to download the application. After you have downloaded the application, follow the onscreen instructions to install it.
- Use Bluetooth or Wi-Fi Direct to send an application on another device, such as a phone or tablet, to your HUAWEI MediaPad. After you have finished sending the application, select the application to install it.
- Download the application from a computer. Then copy the application to your HUAWEI

  MediaPad. Once you have copied the application, touch **Files** on your HUAWEI MediaPad's home screen. Touch **Apps** >**Apps** under **Categories**, select the application and then follow the onscreen instructions to complete the installation.

Uninstalling and sharing an application

On the home screen, touch and hold the application you want to uninstall or share.

- Drag it to 🗑 to uninstall the application.
- Drag it to to share the application.

ℹ️ Some pre-installed applications cannot be uninstalled.

10 Multimedia

Taking an all-focus photo

In all-focus mode, you can change the focal point of a photo after it's been taken.

1. On the home screen, touch ⬤ **Camera**.

2. Touch ☰ > **All-focus** to switch to all-focus mode.

3. Touch ⬤ to take a photo.

4. Go to Gallery and select the photo that was taken in all-focus mode.

> ⓘ ⊞ indicates photos taken in all-focus mode.

5. Touch ⊞ to enter all-focus editing mode.

6. Touch an area of the photo to change the focal point to that location.

7. Touch 💾 .

Taking a panoramic photo (Certain models only)

Your HUAWEI MediaPad enables you to easily take panoramic photos without a wide-angle lens.

1. On the home screen, touch ⬤ **Camera**.

2. Touch ☰ > **Panorama** to switch to panorama mode.

3. Touch ⬤ to start shooting.

4. Follow the onscreen instructions and move your device slowly in one direction.

5. Touch ▭ to stop shooting. The camera automatically merges all the photos captured to create one panoramic photo.

Importing photos (Certain models only)

You can import photos from a camera or other storage device (such as a USB flash drive or phone) to your HUAWEI MediaPad using only a USB OTG cabl

> ⓘ To purchase a USB OTG cable, please contact an authorised Huawei supplier or your device retailer.

Use a USB OTG cable to connect a camera and your HUAWEI MediaPad.

USB cable

USB OTG cable

Card reader
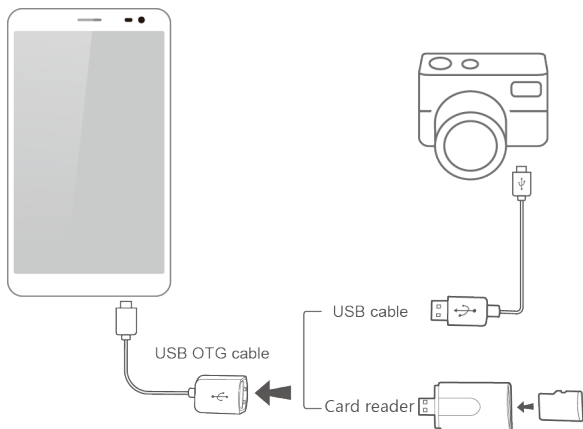
1. On your HUAWEI MediaPad's home screen, touch **Files** > **Local** > **USB**.

2. Touch ☐ or ✂ , select the photos or folders you want to import into your HUAWEI MediaPad.

3. Touch **Copy** or **Cut**.

4. Choose where you want to save the files and touch **Paste**.

Viewing photos or videos

Gallery lets you conveniently view photos and videos. It automatically searches for and organises the photos and videos stored on your HUAWEI MediaPad's internal storage and the microSD card.

1. On the home screen, touch **Gallery** to open Gallery.

2. Touch a photo or video to view it in full screen mode. Swipe your finger left or right across the screen to view the previous or next file.

⚠ You can pinch two fingers apart or together to zoom in or out.

Sharing photos or videos

You can share photos and videos via Bluetooth or email. Take your HUAWEI MediaPad and start sharing!

1. On the home screen, touch **Gallery** to open Gallery.

2. Touch and hold the photo or video you want to share.

3. Touch ⟨ and choose how you want to share the selected file, for example, using Bluetooth or Wi-Fi Direct. Then follow the onscreen instructions. For details, see File sharing.

Scanning a QR code using the camera (Certain models only)

1. On the home screen, touch **Camera**.
2. Frame the QR code with the camera.
3. After the QR code has been scanned successfully, touch **View details**.

Scanning a QR code using Gallery (Certain models only)

1. On the home screen, touch **Gallery**.
2. Choose a QR code photo.
3. Touch the photo.
4. Touch **View details**.

11 **Customised settings**

Changing the theme

Your HUAWEI MediaPad comes with multiple themes, enabling you to give your device a new look as often as you want.

1. On the home screen, touch ![Themes icon] **Themes**.

2. Swipe left or right to browse different local and online themes. (Certain models only)

3. Select the desired theme. Then touch ☑ .

Adding widgets to the home screen

You can add widgets, such as the calendar and bookmarks, to the home screen.

1. On the home screen, touch and hold a blank area.

2. Touch **Widgets**.

3. Drag a widget to the home screen and release your finger.
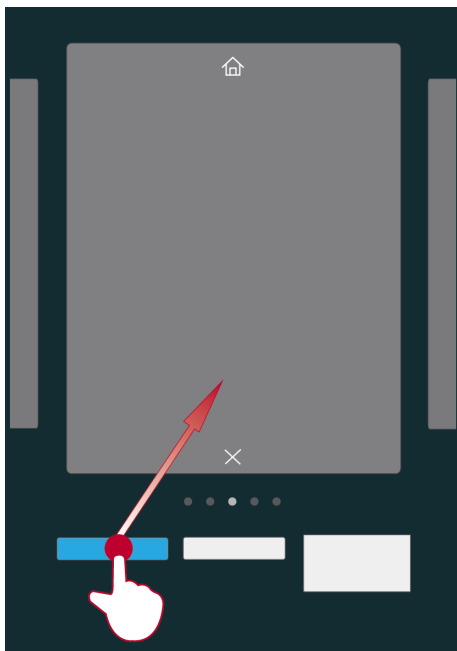
Managing home screens

On the home screen, pinch three fingers together to display the home screen thumbnails.

- **Setting the default home screen**: Touch 🏠 at the bottom of the screen to select the current home screen as the default home screen.
- **Moving a home screen**: Touch and hold the home screen until your device vibrates, then drag the home screens to adjust their positions.
- **Adding a home screen**: Touch ＋ to add a home screen.
- **Deleting a home screen**: Touch ✕ to delete a blank home screen.

Setting the ringtone

1. On the home screen, touch 🔧 **Settings** > **Sound**.
2. Select the desired ringtone type.
3. Follow the onscreen instructions to select your favourite music or recording as the ringtone.

Setting the font size

1. On the home screen, touch 🔧 **Settings** > **Display**.
2. Touch **Font size**.
3. Select the desired font size.

Adjusting the screen brightness

1. On the home screen, touch 🔧 **Settings** > **Display** > **Brightness**.
2. In the displayed dialogue box, perform either of the following operations:
- Select the **Automatic brightness** check box to let your device automatically adjust the screen brightness based on the ambient light. (Certain models only)
- Drag the slider left or right to manually adjust the screen brightness.

   ℹ️ You can also open the notification panel and quickly adjust the screen brightness using the shortcut switch.

Setting the file safe

The file safe helps you keep your important files private and protected.

1. On the home screen, touch 🔑 **Files**.
2. Under **Categories** or **Local**, touch **Safe**.
3. Touch **Enable**.

4. Follow the onscreen instructions to set up your safe password and security question and then touch **Done**.

5. Touch **Add**.

6. Follow the onscreen instructions and select the files you want to add to the safe.

7. Touch **ADD** to add the files to the safe.

> *i* Enter the file safe, touch **Settings** > **Destroy safe** and follow the onscreen instructions to destroy the safe. To remove any files before destroying the safe, select **Remove files**.

Setting privacy protection(Certain models only)

You can prevent other users from accessing your private content. Enable privacy protection and set two different passwords, one for yourself and one for guests. Content that you set as private will be hidden from people logged in with the guest password.

1. On the home screen, touch ⚙ **Settings** > **Security**.

2. Touch **Privacy protection** > **Let's start**.

3. Select a password format.

4. Follow the onscreen instructions and enter your owner password and guest password.

5. Under **Set private data**, set your private contacts, albums and applications.

> *i* To disable privacy protection, unlock your HUAWEI MediaPad using the owner password. Enter the **Privacy protection** screen, enter the owner password and then disable **Privacy protection**. After privacy protection is disabled, your owner password will function as the screen unlock password and the guest password will become invalid.

12 File sharing

Sharing files using Wi-Fi Direct

Wi-Fi Direct is a function to connect wireless devices using a Wi-Fi network. After wireless devices are connected, they can quickly share files among them.

1. On the home screen, touch ⚙️ **Settings** > **Wi-Fi**.
2. Touch the key next to **Wi-Fi** or drag the key to 🔘 to turn on Wi-Fi.
3. Touch 🔼. On the receiving device, turn on Wi-Fi Direct. Your HUAWEI MediaPad then automatically searches for available devices.
4. Select the device to pair it with your HUAWEI MediaPad.
5. On your HUAWEI MediaPad, touch and hold the file you want to share. On the displayed option menu, touch **Share** > **Wi-Fi Direct**.
6. On the displayed option menu, select the desired device and touch the key on the device to receive the file.

> ℹ️ If your HUAWEI MediaPad and the device have connected to the same Wi-Fi network and both have Wi-Fi Direct turned on, you can directly share files between them without pairing them.

Sharing files using Bluetooth

1. On the home screen, touch ⚙️ **Settings** > **Bluetooth**.
2. Touch the key next to **Bluetooth** or drag the key to 🔘 to turn on Bluetooth.
3. Select the device to pair your HUAWEI MediaPad and the device.
4. On your HUAWEI MediaPad, touch and hold the file you want to share. On the displayed option menu, touch **Share** > **Bluetooth**.
5. On the displayed option menu, select the desired device. On the device, touch the related key to receive the file.

Multi-screen display(Certain models only)

You can push photos, videos or games on your HUAWEI MediaPad to a large screen, such as a TV, to view them more conveniently. If your screen supports HDMI and a resolution of 720p or above, you can use it with a HUAWEI MediaQ for multi-screen display.

1. Use an HDMI cable to connect the HUAWEI MediaQ to the TV.
2. Turn on the HUAWEI MediaQ and TV and switch the TV to HDMI input. The main interface of the HUAWEI MediaQ is then displayed on the TV.
3. Connect your HUAWEI MediaPad to the same Wi-Fi network as the HUAWEI MediaQ in either of the following ways:
- Connect your HUAWEI MediaPad to the Wi-Fi network set up by the HUAWEI MediaQ. You can find the HUAWEI MediaQ's Wi-Fi network name and password in the upper left

corner of the TV.
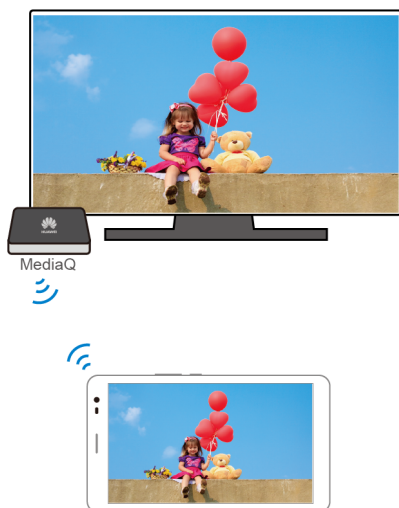
- Connect your HUAWEI MediaPad and HUAWEI MediaQ to your home Wi-Fi network.
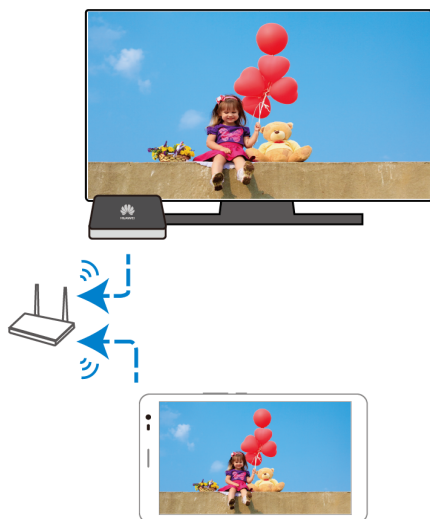
4. On the home screen of your HUAWEI MediaPad, swipe down from the status bar to open the notification panel.

5. Open your notification panel. Under Shortcuts, touch and select the receiving device to start mirroring your screen.

For more details, refer to the HUAWEI MediaQ User Guide.

Copying files from a computer

Use a USB cable to connect your HUAWEI MediaPad to a computer. Swipe down from the status bar to open the notification panel. Follow your HUAWEI MediaPad's onscreen instructions to select a connection method. You can then transfer files between your HUAWEI MediaPad and the computer.

Connection Mode	Function	Operation
Photos	On the computer, view and manage the image files stored on your HUAWEI MediaPad.	Click the newly displayed drive letter on the computer. Then transfer image files between your HUAWEI MediaPad and the computer.
Files	● On the computer, view and manage the files stored on your HUAWEI MediaPad and the microSD card. ● Using Windows Media Player 11 or a later version on the computer, view and manage the multimedia files stored on your HUAWEI MediaPad and the microSD card.	● Click the newly displayed drive letter on the computer. Then transfer files between your HUAWEI MediaPad and the computer. ● Start Windows Media Player on the computer. Follow the onscreen instructions to transfer multimedia files between your HUAWEI MediaPad and the computer.
USB drive	On the computer, view and manage the files stored on the microSD card. ⓘ This method is available only when your HUAWEI MediaPad has a microSD card inserted.	Click the newly displayed drive letter on the computer. Then transfer files between the microSD card and the computer.

13 Settings

Motion control (Certain models only)

Motion control lets you control your HUAWEI MediaPad using simple motions. For example, you can use a certain motion to mute the phone, or another to answer and make calls quickly.

1. On the home screen, touch [icon] **Settings**
2. Touch **Motion control**.
3. On the **Motion control** screen, select an option, then select a motion to enable it.

Setting the screen timeout period

You can set a screen timeout period so that your HUAWEI MediaPad automatically turns the screen off to save power.

1. On the home screen, touch [icon] **Settings** > **Display** > **Sleep**.
2. Choose a timeout period.

Setting a screen lock

1. On the home screen, touch [icon] **Settings** > **Screen lock & passwords**.
2. Follow the onscreen instructions to set the screen lock.

With a screen lock set, if your HUAWEI MediaPad is idle for a specified period of time, it automatically locks its screen. You can also touch the power key to lock the screen.

Adjusting the volume

You can set the volume for the ringtone, media, alarms, and notifications.

1. On the home screen, touch [icon] **Settings** > **Sound** > **Volumes**.
2. Drag the sliders left or right to adjust the volume.

You can also use the volume keys to adjust the volume of running applications.

Enabling power saving mode

1. On the home screen, touch [icon] **Settings** > **Power saving**.
2. Select a power saving mode.

Checking the memory status

Before moving a large file to your HUAWEI MediaPad's internal storage or the microSD card, check whether there is enough storage space available.

1. On the home screen, touch **Settings**.
2. Touch **Storage** to view memory information.

Setting the date and time

1. On the home screen, touch **Settings** > **Date & time**.
2. Deselect the **Automatic date & time** check box.
3. Follow the onscreen instructions to set the date and time.

> If your HUAWEI MediaPad is set to automatically update the date and time, it obtains information about the date and time from the network and updates them according to your time zone. In this case, you cannot manually change the time zone, date or time displayed on your HUAWEI MediaPad.

Formatting a microSD card

> Back up important data before you format a microSD card.

1. On the home screen, touch **Settings**.
2. Touch **Storage** > **My SD card** > **Erase SD card**.

Restoring factory settings

> ⚠ Restoring your HUAWEI MediaPad to its factory settings erases all your personal data, including information about your accounts, your system and application settings and your installed applications. Before restoring factory settings, back up important data on your HUAWEI MediaPad.

1. On the home screen, touch **Settings** > **Backup & reset**.
2. Touch **Factory data reset** and follow the onscreen instructions to back up data or restore factory settings.

Updating your HUAWEI MediaPad

> ⚠ ● Updating your HUAWEI MediaPad may clear all data stored on it. Back up important data before updating your HUAWEI MediaPad.
> ● If you use unauthorised software to update the system, the update may fail or your personal information may be leaked. Update your HUAWEI MediaPad online or use only authorised software.

1. On the home screen, touch **Tools** > **Updater** to view the system information.

2. Touch **Check for updates**. If a new version is available, follow the onscreen instructions to perform an OTA (over-the-air) update. You can also choose ☰ > **Local update** to update the system using a local update package.

   ⓘ To update using a local update package, refer to the update guide included in the package.

14 Personal Information and Data Security

The use of some functions or third-party applications on your device could result in your personal information and data being lost or becoming accessible to others. Several measures are recommended to help you protect personal and confidential information.

- Place your device in a safe area to prevent it from unauthorised use.
- Set your device screen to lock and create a password or unlock pattern to open it.
- Periodically back up personal information kept on your memory card, or stored in your device memory. If you change to a different device, be sure to move or delete any personal information on your old device.
- If you are worried about viruses when you receive messages or emails from a stranger, you can delete them without opening them.
- If you use your device to browse the Internet, avoid websites that might pose a security risk to avoid theft of your personal information.
- If you use services such as Wi-Fi or Bluetooth, set passwords for these services to prevent unauthorised access. When these services are not in use, turn them off.
- Install or upgrade device security software and regularly scan for viruses.
- Be sure to obtain third-party applications from a legitimate source. Downloaded third-party applications should be scanned for viruses.
- Install security software or patches released by Huawei or third-party application providers.
- Some applications require and transmit location information. As a result, a third-party may be able to share your location information.
- Your device may provide detection and diagnostic information to third-party application providers. Third party vendors use this information to improve their products and services.
- If you have concerns about the security of your personal information and data, please contact mobile@huawei.com.

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