

ASUS Tablet

e-MANUAL

ASUS

COPYRIGHT INFORMATION

No part of this manual, including the products and software described in it, may be reproduced, transmitted, transcribed, stored in a retrieval system, or translated into any language in any form or by any means, except documentation kept by the purchaser for backup purposes, without the express written permission of ASUSTeK COMPUTER INC. ("ASUS").

ASUS PROVIDES THIS MANUAL "AS IS" WITHOUT WARRANTY OF ANY KIND, EITHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL ASUS, ITS DIRECTORS, OFFICERS, EMPLOYEES OR AGENTS BE LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES (INCLUDING DAMAGES FOR LOSS OF PROFITS, LOSS OF BUSINESS, LOSS OF USE OR DATA, INTERRUPTION OF BUSINESS AND THE LIKE), EVEN IF ASUS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES ARISING FROM ANY DEFECT OR ERROR IN THIS MANUAL OR PRODUCT.

Products and corporate names appearing in this manual may or may not be registered trademarks or copyrights of their respective companies, and are used only for identification or explanation and to the owners' benefit, without intent to infringe.

SPECIFICATIONS AND INFORMATION CONTAINED IN THIS MANUAL ARE FURNISHED FOR INFORMATIONAL USE ONLY, AND ARE SUBJECT TO CHANGE AT ANY TIME WITHOUT NOTICE, AND SHOULD NOT BE CONSTRUED AS A COMMITMENT BY ASUS. ASUS ASSUMES NO RESPONSIBILITY OR LIABILITY FOR ANY ERRORS OR INACCURACIES THAT MAY APPEAR IN THIS MANUAL, INCLUDING THE PRODUCTS AND SOFTWARE DESCRIBED IN IT.

Copyright © 2015 ASUSTeK COMPUTER INC. All Rights Reserved.

LIMITATION OF LIABILITY

Circumstances may arise where because of a default on ASUS' part or other liability, you are entitled to recover damages from ASUS. In each such instance, regardless of the basis on which you are entitled to claim damages from ASUS, ASUS is liable for no more than damages for bodily injury (including death) and damage to real property and tangible personal property; or any other actual and direct damages resulted from omission or failure of performing legal duties under this Warranty Statement, up to the listed contract price of each product.

ASUS will only be responsible for or indemnify you for loss, damages or claims based in contract, tort or infringement under this Warranty Statement.

This limit also applies to ASUS' suppliers and its reseller. It is the maximum for which ASUS, its suppliers, and your reseller are collectively responsible.

UNDER NO CIRCUMSTANCES IS ASUS LIABLE FOR ANY OF THE FOLLOWING: (1) THIRD-PARTY CLAIMS AGAINST YOU FOR DAMAGES; (2) LOSS OF, OR DAMAGE TO, YOUR RECORDS OR DATA; OR (3) SPECIAL, INCIDENTAL, OR INDIRECT DAMAGES OR FOR ANY ECONOMIC CONSEQUENTIAL DAMAGES (INCLUDING LOST PROFITS OR SAVINGS), EVEN IF ASUS, ITS SUPPLIERS OR YOUR RESELLER IS INFORMED OF THEIR POSSIBILITY.

SERVICE AND SUPPORT

Visit our multi-language web site at: <http://support.asus.com>

Contents

	Conventions used	6
	Care and safety	6
1	Basics	
	Welcome!	8
	Starting.....	9
	Using the touchscreen.....	11
2	There's no place like Home	
	Zen Home features	14
	Home screen	14
	Manage Home screens	16
	App shortcuts	16
	Widgets	17
	Wallpapers	18
	Extended Home screen	19
	Setting up the date and time.....	20
	Setting up your alert sounds.....	20
	Quick settings	21
	System notifications	22
	Lock Screen	23
	Customizing your lock screen.....	23
	Customizing the quick access buttons.....	24
3	Keeping in touch	
	Managing contacts	25
	Launching the Contacts app	25
	Contacts Settings	25
	Setting up your profile	26
	Adding contacts.....	26
	Setting up your VIPs	28
	Marking your favorite contacts	31
	Importing contacts	32
	Exporting contacts.....	32
	Social networking with your contacts	33
4	Your precious moments	
	Capture moments	34
	Launching the Camera app	34
	Using Camera for the first time.....	35
	Advanced camera features	39
	Using the Gallery	45
	Viewing the photo location	45
	Sharing files from the Gallery.....	46
	Deleting files from the Gallery.....	46
	Editing images.....	46

	Using MicroFilm	48
5	Work hard, play harder	
	Browser	50
	Launching the Browser app.....	50
	Sharing pages	51
	Reading the pages later	51
	Adding a new tab	51
	Bookmarking pages	51
	Smartly read online	52
	Clearing the browser cache	53
	Email	53
	Setting up email accounts.....	53
	Adding email accounts.....	54
	Setting up a Gmail account	54
	Calendar	55
	Creating events	55
	Adding accounts to Calendar	55
	Creating an event from your account.....	56
	Enabling alert reminders for events	56
	What's Next	57
	Getting event reminders.....	57
	Accepting or declining invites to events	58
	Getting event-related alerts	59
	Getting weather updates	61
	Displaying the 7-day weather forecast.....	61
	Do It Later	62
	Adding Do It Later tasks.....	62
	Prioritizing Do It Later tasks.....	62
	Catching up on my online reading now	63
	Deleting to-do tasks	63
	SuperNote	64
	Creating a notebook	65
	File Manager.....	66
	Accessing the internal storage	66
	Accessing the external storage device	66
	Data Transfer	67
6	Fun and entertainment	
	Using a headset.....	68
	Connecting the audio jack.....	68
	Play Games	69
	Using Play Games	69
	Music.....	70
	Launching Music.....	70
	Playing songs	70
	Creating a playlist.....	71
	PlayTo other devices.....	72

7	Staying connected	
	Mobile network.....	73
	Enabling the mobile network	73
	Wi-Fi	73
	Enabling Wi-Fi	73
	Connecting to a Wi-Fi network.....	74
	Disabling Wi-Fi.....	74
	Bluetooth®	74
	Enabling Bluetooth®	74
	Pairing your ASUS Tablet to a Bluetooth® device.....	75
	Unpairing your ASUS Tablet from the Bluetooth® device.....	75
	PlayTo.....	76
	Launching PlayTo.....	76
8	Weather and Clock	
	Weather	77
	Launching the Weather app	77
	Weather home screen	77
	Clock	78
	World Clock.....	78
	Alarm clock	79
	Stopwatch	79
	Timer	80
9	Zen Everywhere	
	Special Zen Tools.....	81
	Calculator	81
	Quick Memo	83
	Sound Recorder	84
	Audio Wizard.....	86
	Splendid.....	87
	Power Saver	89
10	Maintain your Zen	
	Keeping your device up-to-date.....	91
	Updating your system	91
	Storage	91
	Backup and reset	91
	Securing your ASUS Tablet.....	92

Conventions used

To highlight key information in this manual, some text is presented as follows:

IMPORTANT! This message contains vital information that must be followed to complete a task.

NOTE: This message contains additional information and tips that can help complete tasks.

CAUTION! This message contains important information that must be followed to keep you safe while performing tasks and prevent damage to your ASUS Tablet data and components.

Care and safety

Guidelines



Road safety comes first. We strongly recommend not to use your device when driving or operating any type of vehicle.



This device should only be used in environments with ambient temperatures between 0°C (32°F) and 35°C (95°F).



Turn off your device in restricted areas where the use of mobile devices is prohibited. Always obey rules and regulations when in restricted areas.



Use only AC adapters and cables approved by ASUS for use with this device. Refer to the rating label on the bottom of your device and ensure that your power adapter complies with this rating.



Do not use damaged power cables, accessories, and other peripherals with your device.



Keep your device dry. Do not use or expose your device near liquids, rain, or moisture.



You can put your device through x-ray machines (such as those used in conveyor belts for airport security), but do not expose the device to magnetic detectors and wands.



The device screen is made of glass. If the glass gets broken, stop using the device and do not touch the broken glass parts. Immediately send device for repair to ASUS-qualified service personnel.



Do not listen at high volume levels for long periods to prevent possible hearing damage.



Disconnect the AC power before cleaning your device. Use only a clean cellulose sponge or chamois cloth when cleaning your device screen.



Send device for repair to ASUS-qualified service personnel only.

Proper disposal



Risk of explosion if battery is replaced by an incorrect type. Dispose of used batteries according to the instructions.



Do not throw your device in municipal waste. This product has been designed to enable proper reuse of parts and recycling. The symbol of the crossed out wheeled bin indicates that the product (electrical, electronic equipment and mercury-containing button cell battery) should not be placed in municipal waste. Check local regulations for disposal of electronic products.



Do not throw the battery in municipal waste. The symbol of the crossed out wheeled bin indicates that the battery should not be placed in municipal waste.



DO NOT throw the device in fire. DO NOT short circuit the contacts. DO NOT disassemble the device.

WARNING: This product may contains chemicals known to the State of California to cause cancer, and birth defects or other reproductive harm. Wash hands after handling.

Welcome!

Explore the intuitive simplicity of ASUS Zen UI!

ASUS Zen UI is a charming and intuitive interface exclusively for ASUS Tablets. It provides you with special apps, which are integrated in or with other apps, to fit your individual needs and make your life easier while letting you have fun with your ASUS Tablet.



[Camera](#)

With PixelMaster technology, capture those precious moments in vivid and high-quality photos and videos.



[Do It Later](#)

Get hold and act on your important emails, interesting websites, or other important tasks when it is more convenient for you to do so.



[What's Next](#)

View meeting details, emails, and other event alerts or notifications at a glance right from your Home screen, Lock Screen, or What's Next app.

Starting

When you turn your ASUS Tablet on for the first time, a wizard will guide you through the setup process. Follow the onscreen instructions to select input methods, set up your mobile network and Wi-Fi, sync accounts, and configure your location services.

Use your Google account to set up your device. If you do not have a Google account yet, go ahead and create a Google account.

Google account

Using a Google account allows you to fully utilize these Android OS features:

- Organize and see all your information from anywhere.
- Automatically backup all your data.
- Leverage Google services conveniently from anywhere.

Battery power conservation tips

The battery charge is the lifeline of your ASUS Tablet. Here are some battery power conservation tips that help preserve the power of your ASUS Tablet's battery.

- When not in use, press the power button to put the device in sleep mode.
- Activate Smart Saving in Power Saver app.
- Decrease brightness of display.
- Keep the speaker volume to a low level.
- Disable Wi-Fi feature.
- Disable Bluetooth feature.
- Disable PlayTo feature.
- Disable GPS.
- Disable the screen auto-rotate feature.
- Disable all auto-sync features in your device.

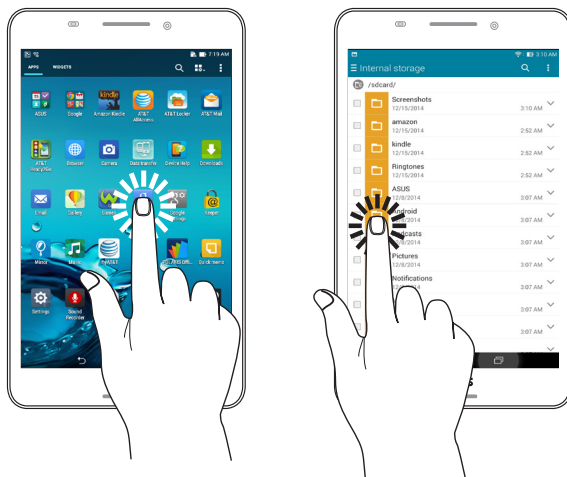
Using the touchscreen

Use these gestures on the touchscreen to launch apps, access some settings, and navigate your ASUS Tablet.

Launching apps or selecting items

Do any of the following:

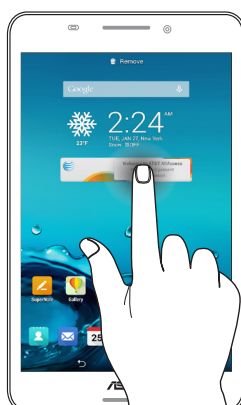
- To launch an app, simply tap on it.
- To select an item such as in File Manager app, simply tap on it.



Moving or deleting items

Do any of the following:

- To move an app or widget, tap and hold then drag it to the location where you want it to be.
- To delete an app or widget from the Home screen, tap and hold then drag it up to **Remove**.



Moving through pages or screens

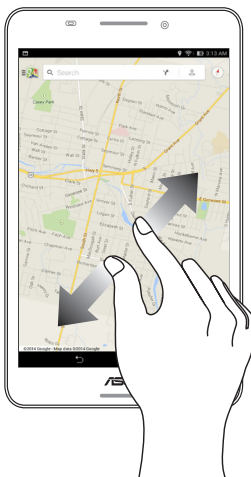
Do any of the following:

- Swipe your finger to the left or to the right to switch between screens or to flip through a Gallery of images.
- Scroll your finger up or down to go through web pages or list of items.



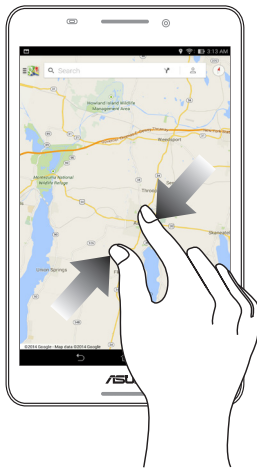
Zooming in

Spread apart your two fingers on the touch panel to zoom in an image in Gallery or Maps.



Zooming out

Bring together your two fingers on the touch panel to zoom out an image in Gallery or Maps.



There's no place like Home

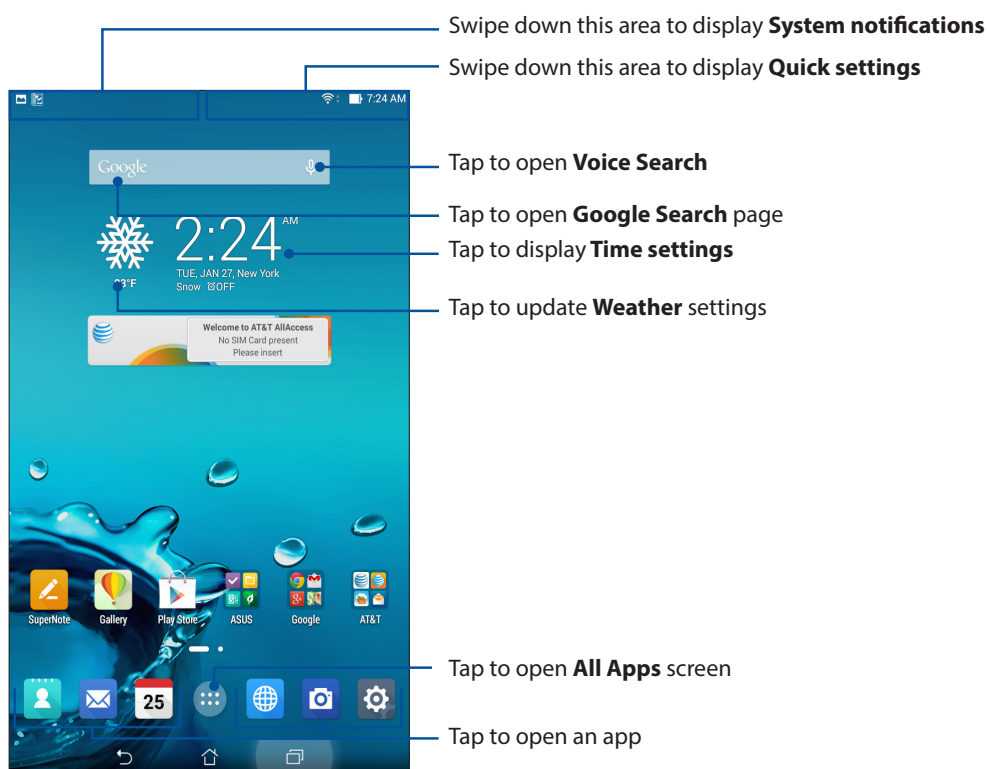
2

NOTE: Actual apps shown onscreen may vary per model. The following screenshot is for reference only.

Zen Home features

Home screen

Get reminders of important events, app and system updates, and weather forecasts, right from your Home screen.















Swipe the Home screen to the left or right to display the extended Home screen.

NOTE: To add more pages to your Home screen, see [Extended Home screen](#).

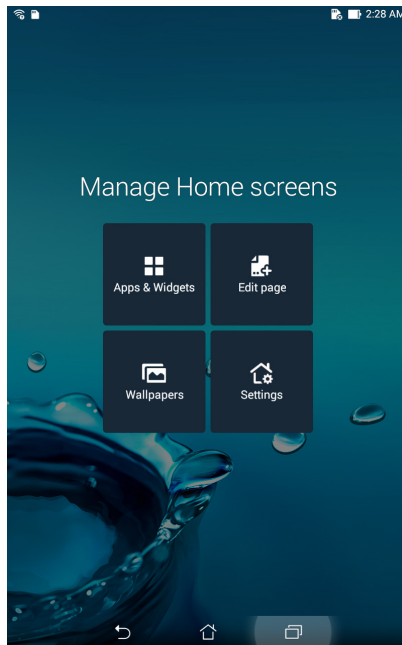
Understanding notification icons

These icons are shown on the status bar and will guide you of the current status of your ASUS Tablet.

	Mobile network Shows the signal strength of your mobile network.
	Micro SIM card Shows if there is no Micro SIM card inserted.
	Wi-Fi Shows the signal strength of your Wi-Fi connection.
	Battery life Shows the battery status of your ASUS Tablet.
	MicroSD card Shows that a microSD card is inserted in your ASUS Tablet.
	Screenshots Shows that you took screenshots of your ASUS Tablet.
	Airplane mode Shows that your ASUS Tablet is on Airplane mode.
	Wi-Fi Hotspot Shows that Wi-Fi hotspot of your ASUS Tablet is enabled.
	Smart Saving mode Shows that Smart Saving mode is enabled. NOTE: For more details, see Power Saver .
	Mute mode Shows that Mute mode is enabled.
	Download status Shows the download status of an app or file.
	Reading Mode Shows that Reading mode is enabled. NOTE: For more details, see Reading Mode .

Manage Home screens

Stamp your own personality on your Home screen. Select an attractive design as your wallpaper, add shortcuts for quick access to your favorite apps, and add widgets for a quick review of important info. You can also add more pages so you can add and quickly access or view more apps or widgets on your Home screen.



App shortcuts

App shortcuts make it easier to quickly-access your often-used or favorite apps from your Home screen. You can add, remove, or group your apps into one folder.

Adding app shortcuts

Add shortcuts to quickly access your often-used apps right from your Home screen.

1. Tap and hold an empty area on your Home screen and select **Apps**.
2. From the All Apps list, tap and hold an app, then drag it to an empty area on your Home screen.

Removing app shortcuts

From your Home screen, tap and hold an app, then drag it to **Remove** on top of your screen. The app that you've removed from your Home screen will remain in the All Apps screen.

Grouping your app shortcuts in a folder

Create folders to organize your app shortcuts on your Home screen.

1. On your Home screen, tap and drag an app onto another app and a folder will appear.
2. Tap the new folder and tap **Unnamed Folder** to assign a name to this folder.

Widgets

You can put widgets, which are small dynamic apps, on your Home screen. Widgets provide you with quick-views of the weather forecast, calendar events information, battery status, and more.

Adding widgets

To add a widget:

1. Tap and hold an empty area on your Home screen and select **Widgets**.
2. From the Widgets screen, tap and hold a widget, then drag it to an empty area on your Home screen.

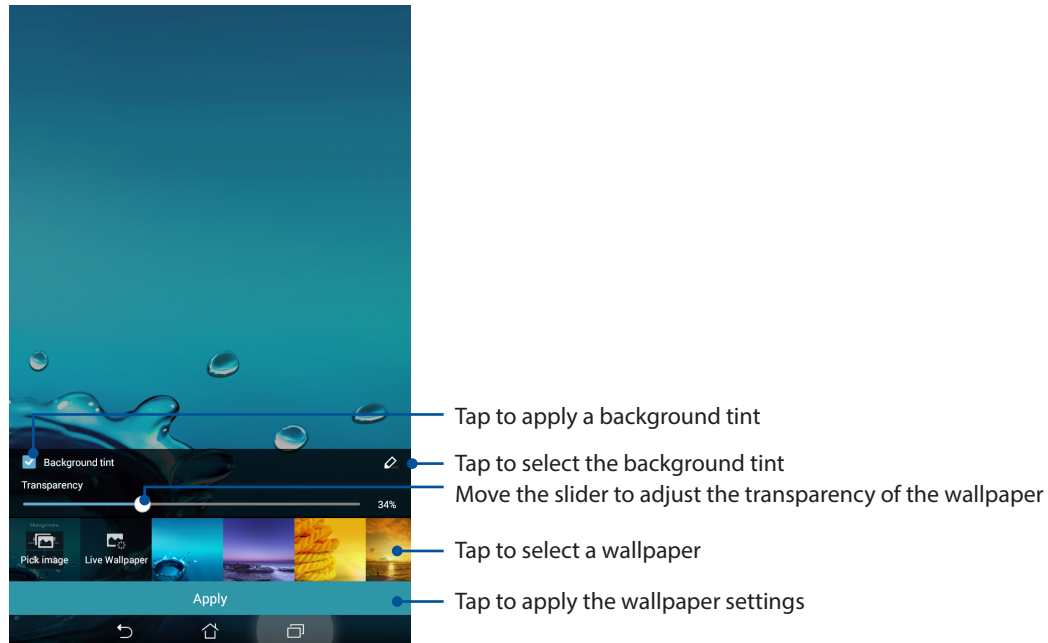
Removing widgets

From your Home screen, tap and hold a widget, then drag it to **Remove** on top of your screen.

NOTE: You can also tap  on your Home screen to view All Apps and Widgets.


Wallpapers

Let your apps, icons, and other Zen elements sit on an attractively designed wallpaper. You may add a translucent background tint to your wallpaper for readability and clarity. You can also select an animated wallpaper to make your screen come alive.



Applying wallpaper and background tint

To apply wallpaper and background tint:


1. Tap and hold an empty area on your Home screen and select **Wallpapers**.
2. Select where you want your wallpaper: on your **Home screen**, **Lock screen**, or **Home screen and Lock screen**. If you do not want to add a background tint to your wallpaper, skip to step 5.
3. Tick **Background tint**, then adjust the transparency level.
4. Tap  then select a color.
5. Select a wallpaper, then tap **Apply**.

NOTE: Apply a background tint to your **Home screen**, or **Home screen and Lock screen**.

Applying an animated wallpaper

To apply an animated wallpaper:



1. Tap and hold an empty area on your Home screen and select **Wallpapers**.
2. Select where you want your wallpaper: on your **Home screen**, or **Home Screen and Lock screen**.
3. Select an animated wallpaper, then tap **Apply**.

NOTE: You can also set up your wallpaper settings from  > **Settings** > **Display**.

Extended Home screen

Extending your Home screen



You can add more pages to extend your Home screen and put more app shortcuts and widgets on it.

1. Tap and hold an empty area on your Home screen and select **Edit page**.
2. Tap  to add a new page. If you wish to delete an extended Home screen, select then drag and drop it into .

Setting up the date and time

By default, the date and time displayed on your Home screen automatically sync with your mobile provider's settings.

To change the date and time settings:



1. Launch the Settings screen by doing any of the following:
 - Launch Quick settings then tap .
 - Tap  > **Settings**.
2. Scroll down the **Settings** screen and select **Date & time**.
3. Deselect **Automatic date & time** and **Automatic time zone**.
4. Select the time zone and manually set the date and time.
5. You can opt to use the 24-hour format, if you prefer.
6. Select the date format that you want to display.

NOTE: See also [Clock](#).

Setting up your alert sounds

Set up the sound for notifications such as emails, and event alerts. You can also choose to enable or disable touch sounds and screen lock sound.

To set up the sound settings:

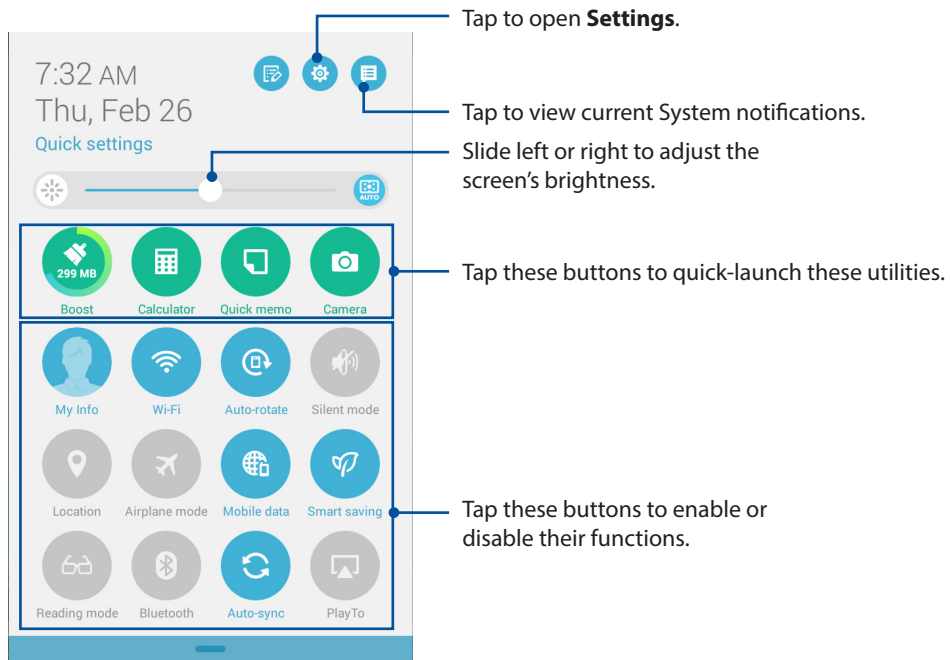
1. Launch the Settings screen by doing any of the following:
 - Launch Quick settings then tap .
 - Tap  > **Settings**.
2. Scroll down the Settings screen and select **Sound**.
3. Set up your preferred sound settings.

Quick settings

The Quick settings panel provides a one-tap access to some of the wireless features and settings of your ASUS Tablet. Each of these features are represented by a button.


To launch the Quick settings panel, swipe down from the upper right corner of your ASUS Tablet.

NOTE: A blue button indicates that the feature is currently enabled while a gray button indicates a disabled feature. The green buttons refer to individual utilities that you can quickly access via the Quick Settings Notification Panel.




Adding or removing buttons

To add or remove existing buttons from the ASUS Quick Settings notification panel:

1. Launch Quick settings then tap .
2. Tap the box beside the feature to add or remove it from the ASUS Quick Setting Notification Panel.

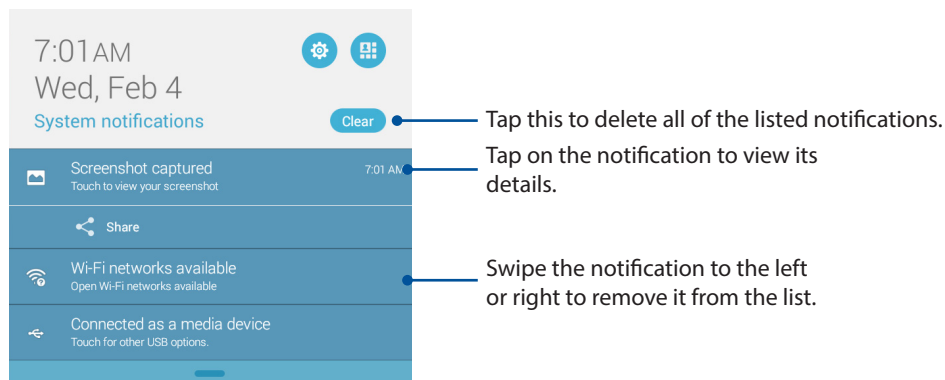
NOTE: A checked box indicates that the feature's button is accessible via the ASUS Quick Settings Notification Panel while an unchecked box means the opposite.

3. Tap  to go back and view the current ASUS Quick Settings notification panel.

System notifications

From System notifications, you can see the latest updates and system changes made on your ASUS Tablet. Most of these changes are data and system-related.

To launch the System notifications panel, swipe down from the upper left corner of your ASUS Tablet.




Lock Screen

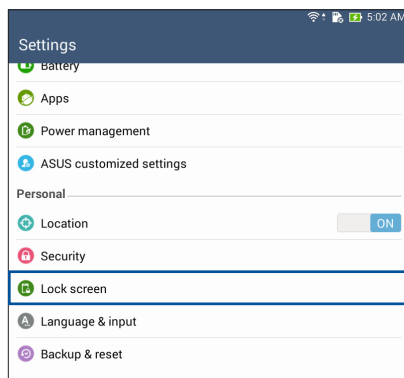
By default, the lock screen appears after turning on your device and while waking it up from sleep mode. From the lock screen, you can proceed to your device's Android® system by swiping on your touch screen panel.

Your device's lock screen can also be customized to regulate access to your mobile data and apps.

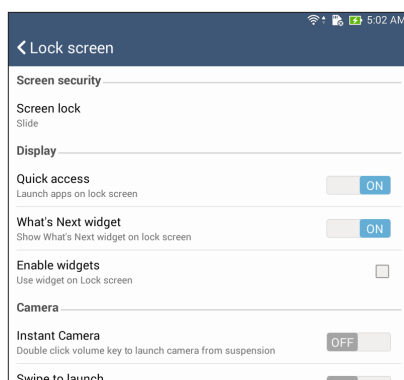
Customizing your lock screen

If you want to change your lock screen settings from the default **Swipe** option, refer to the following steps:

1. Launch Quick settings then tap .
2. Scroll down the **Settings** screen and select **Lock screen**.



3. In the next screen, tap **Screen lock**.




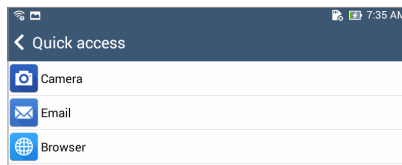
4. Tap the screen lock option you would like to use.

NOTE: For more details, see [Securing your ASUS Tablet](#).

Customizing the quick access buttons

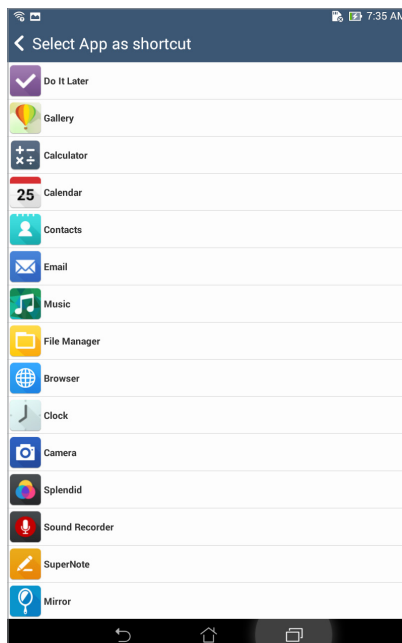
By default, your lock screen includes quick access buttons for these apps: Browser, Email, and Camera. Change this default settings and customize these buttons to launch other apps on the lock screen using the following steps:

1. Launch Quick settings then tap .
2. Scroll down the **Settings** screen and select **Lock screen**.
3. Under **Display**, slide the bar from **OFF** to **ON** beside **Quick Access** to enable this feature.
4. Tap **Quick Access**.
5. Under the Quick Access screen, select which button you would like to customize.



6. Tap the app you would like to preset on the quick access button you chose to configure.

NOTE: Scroll up or down to view the current list of apps you can preset.



Keeping in touch

3


Managing contacts

Organize your contacts and easily stay in touch with them via emails or social networks. Group your contacts as Favorites to quickly get in touch with them, or group them as VIPs to get notified about any upcoming events or unread emails.

You can also sync your contacts with your email or social network accounts, link contacts' info for easy access in one place, or filter the contacts you want to keep in touch with.

Launching the Contacts app

From your Home screen, do any of the following to launch the Contacts app:

- Tap **Contacts**
- Tap  > **Asus** > **Contacts**

Contacts Settings

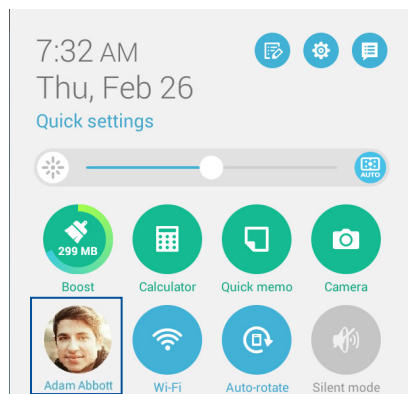
Select how you would want to display your contacts from the Contacts settings. Such display options include displaying only those contacts with phones, sorting list by first/last name, or viewing contact names as first/last names first. You can also choose which of these tabs to display on your Contacts screen: **Favorites**, **Groups**, **VIP**.

To set up your Contacts settings, tap  > **Settings** from the Contacts app.

Setting up your profile

Make your ASUS Tablet truly your own and set up your profile info.

1. Launch the Contacts app then tap **Set up my profile**.
2. Fill in your info such as mobile or home number. To add other info, tap **Add another field**.
3. When you've completed your info, tap **Done**. To view your profile info, swipe down from the top right of your screen to launch the Quick settings panel, then tap the button with your name on it.



Adding contacts

Add contacts to your device, corporate, Google, or other email accounts and fill in more important contact information such as contact numbers, email addresses, special events for VIPs, and more.

1. Launch the Contacts app then tap **+**.
2. Select **Device**.

NOTES:

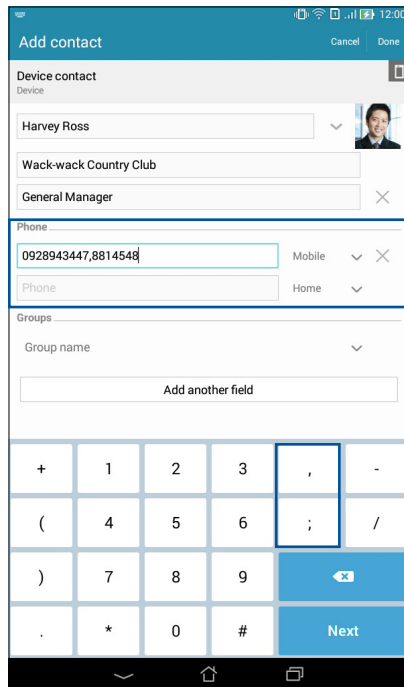
- You can also save the contact to your SIM card or an email account.
 - If you don't have an email account, tap **Add account** then create one.
-

3. Fill in the necessary information such as mobile or home number, email address, or group where you want to put the contact in.
4. After filling in the information and you want to add more contact numbers or email addresses, tap **New**.
5. If you want to add other contact information, tap **Add another field**.
6. When you've completed the info, tap **Done**.

Adding an extension number to a contact number

You can add a contact's extension number to skip the voice prompts when making a call.

1. From the Add contact screen, fill in the necessary fields.
2. On the Phone field, key in the main line then tap **,** or **;**, and add the extension number.



The screenshot shows the 'Add contact' screen on a mobile device. The screen has a blue header with 'Add contact' and 'Cancel' and 'Done' buttons. Below the header, there are fields for 'Device contact', 'Phone', and 'Groups'. The 'Device contact' field is labeled 'Device' and contains 'Harvey Ross'. The 'Phone' field is labeled 'Phone' and contains '0928943447,8814548'. The 'Groups' field is labeled 'Group name' and contains 'Add another field'. The 'Phone' field is highlighted with a blue border. Below the 'Phone' field is a numeric keypad with a blue border around the comma key. The 'Next' button is visible at the bottom right of the keypad.

NOTES:

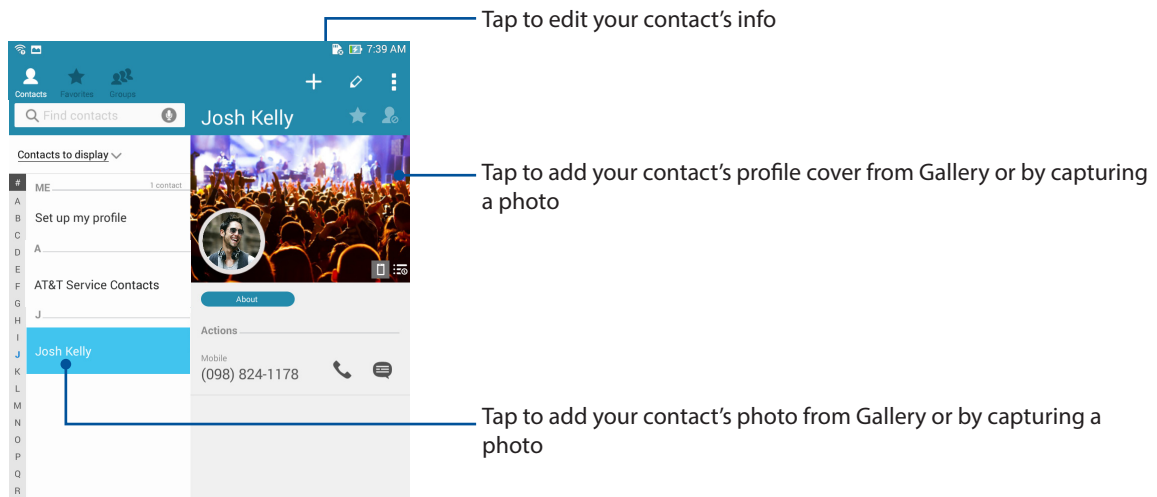
- Use **,** as a separator of the main line and the extension number when you want to skip the voice prompt.
 - Use **;** as a separator of the main line and the extension number when you want to confirm the extension number first before proceeding the call.
-

3. Tap **Done** to save the number.

Customizing your contact's profile

Edit your contact's info, add a photo, set a ringtone, or take a photo as a cover for your contact's profile.

1. Launch the Contacts app then select the contact whose info or profile you want to edit or customize.
2. Make the changes from the contact's profile page.




Setting up your VIPs

Group your contacts as VIPs to get notified about upcoming anniversaries, birthdays, and other important events. You'll also get alerts about any unread emails from your VIPs. You'll get all these notices as your What's Next alerts and reminders.

NOTE: For more details, see [What's Next](#).



Set up your VIP from the contact's info screen

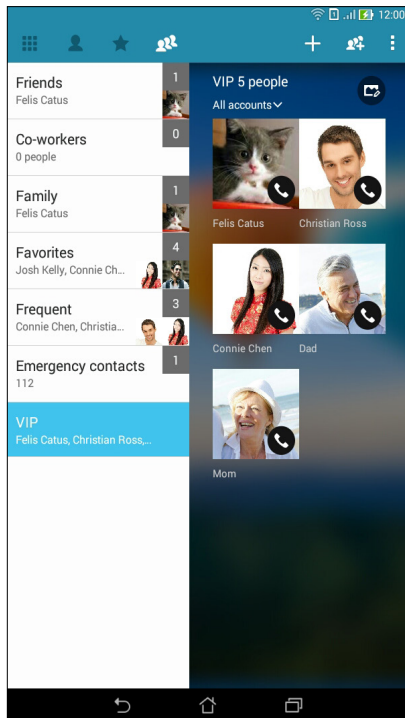
To set up your VIP from the contact's info screen:

1. Launch the Contacts app, tap the contact you want to set up as a VIP, then tap .
2. In your selected contact's screen, select **VIP** under the **Group** field.
3. When finished, tap **Done**. The contact is added to your VIP list.

Set up your VIP from the VIP screen


To set up your VIP from the VIP screen:

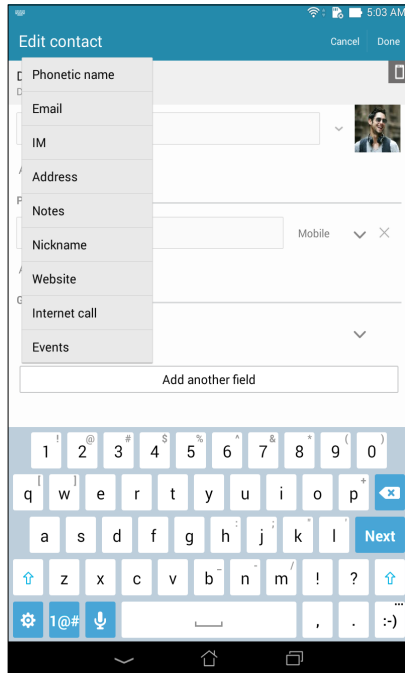
1. Launch the Contacts app.
2. Tap  > **VIP**.
3. In the VIP screen, tap .
4. Select the contact or contacts you want to group as VIPs, then tap **Add**. The contact or contacts are added to your VIP list.



Adding an event to a VIP contact

You can add an event to a VIP contact such as anniversary, birthday, and other important events.

1. Launch the Contacts app, tap the contact you want to add an event detail to, then tap .
2. In the contact's info screen, tap **Add another field > Events**.



3. Select the date for the event, then tap **Set**.
4. Ensure that you select **VIP** under the Group field. When finished, tap **Done**.
5. The contact's special event will appear in your calendar of events. If you want to get an event alert, set the reminder time in the Calendar app.

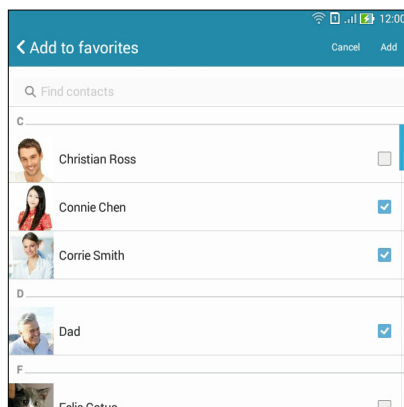
NOTES:

- Set the reminder time for events in [Calendar](#) to get [What's Next](#). event alerts or reminders.
 - Aside from getting upcoming events reminders, you'll also get new email notifications from What's Next. For more details, see [What's Next](#).
-

Marking your favorite contacts

You may group your friends, family and colleagues into Favorites to quickly get in touch with them.

1. Launch the Contacts app by doing any of the following:
 - a. From the Home screen, tap **ASUS > Contacts** app.
 - b. From the All Apps screen, tap **Contacts** app.
2. From the Contacts app screen, tap ★ then tap +.
3. Tick the boxes of the contacts that you wish to add to Favorites.




4. When done, tap **Add**. All contacts that you added appears on Favorites screen.

NOTES: You can also set a favorite contact as a VIP. For more details, refer to the section [Setting up your VIPs](#).


Importing contacts

Import your contacts and their respective data from one contact source to your ASUS Tablet, email account, or a micro SIM card.

1. Tap **Asus > Contacts** then tap  > **Manage contacts**.
2. Tap **Import/export** then select from the following importing options:
 - a. Import from SIM card
 - b. Import from storage
3. Select from the following accounts to save the contact:
 - a. Email account/s
 - b. Device
 - c. SIM card
4. Tick to select the contacts that you wish to import and when done, tap **Import**.

Exporting contacts

Export your contacts to any of the storage accounts in your ASUS Tablet.

1. Tap **Asus > Contacts** then tap  > **Manage contacts**.
2. Tap **Import/export** then select from the following exporting options:
 - a. Export to SIM card
 - b. Export to storage
3. Tap to select the contacts from the following accounts:
 - a. All contacts
 - b. Email account/s
 - c. Device
 - d. SIM card
4. Tick the contacts that you want to export.
5. When done, tap **Export**.




Social networking with your contacts

Integrating the social network accounts of your contacts makes it easier for you to view their profiles, news, and social feeds. Stay updated with the activities of your contacts in real time.

IMPORTANT! Before you can integrate social network accounts of your contacts, you need to log in to your social network account and sync its settings.

Syncing your social network account

Sync your social network account to add the social network accounts of your contacts to your ASUS Tablet.

1. Do any of the following to launch the Settings app:
 - Launch Quick settings then tap .
 - Tap  > **Settings**.
2. From the Settings screen, tap your social network account under Accounts section.
3. Tick **Contacts** to sync the social network accounts of your contacts.
4. Launch the Contacts app to view your contacts list.
5. To view only your contacts with social network accounts, tap **Contacts to display** then untick the other contact sources, leaving the social network name checked.
6. When done, tap  or anywhere on the screen.

Your precious moments

4

NOTE: The following screenshot is for reference only.

Capture moments

Launching the Camera app

Capture images and record videos using your ASUS Tablet's Camera app. Refer to any of the steps below to open the Camera app.

From the lock screen

Drag down  until the camera app is launched.

Using the camera widget

From the lock screen, swipe to the left to launch the Camera widget that automatically opens the Camera app.

From the home screen

Tap .

Using the volume key

While your ASUS Tablet is on sleep mode, double-click the volume key to wake it up and immediately launch the Camera app.

NOTE: Before using the volume key to launch the Camera app, enable this function from **Settings > Lock screen**, then slide **Instant camera** to **ON**.

Using Camera for the first time

After launching the Camera for the first time, two consecutive features appear to help you get started: Tutorial and Image locations.

Tutorial

If it is your first time using your ASUS Tablet's camera, you will encounter the following tutorial screen after launching the **Camera** app. Refer to the following steps to proceed from this screen.

1. On the Tutorial screen, tap **Skip** if you want to skip viewing or **Start** to view the basic tutorial about using Camera.
2. After tapping either of these options, you will then proceed to the Remember Photo Locations screen.

Photo Locations

After going through the Tutorial screen, the Remember Photo Locations screen appears to help you create automatic location tags for your images. Refer to the following steps to proceed from this screen:

1. On the Remember Photo Locations screen, tap **No thanks** to proceed to the camera screen or **Yes** to set up location tagging for your captured images.
2. Slide **Location Access** to **ON** to enable the location tagging feature.
3. Tap **Agree** on the next screen to fully enable the feature and proceed to the Camera screen.

Camera home screen

Your ASUS Tablet's camera is equipped with auto-scene detection and auto-image stabilizer features. It also features a video stabilization function that helps prevent shakiness while video recording.

Tap the icons to start using your camera and explore the image and video features of your ASUS Tablet.

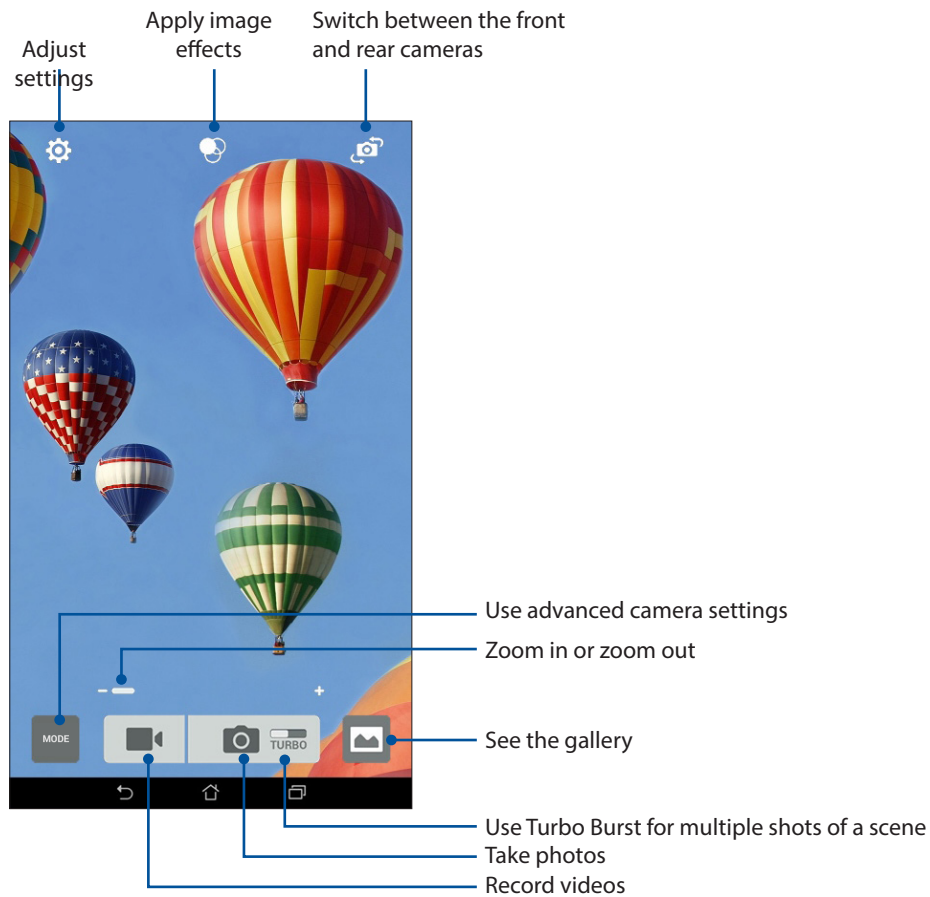




Image settings

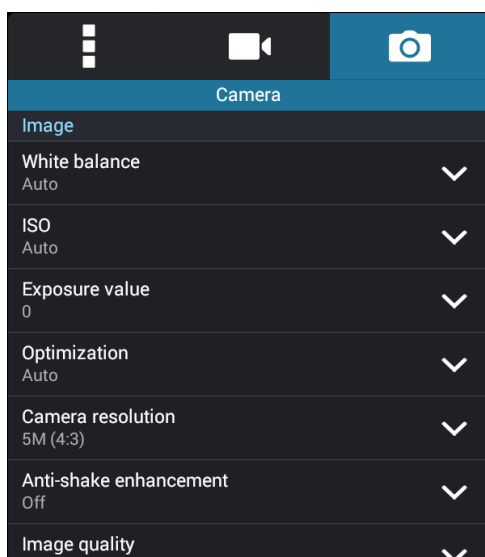
Adjust the appearance of your captured images by configuring your camera's settings using the steps below.

IMPORTANT! Apply the settings first before taking images.

1. On the camera's home screen, tap  > .
2. Scroll down and configure the available options.

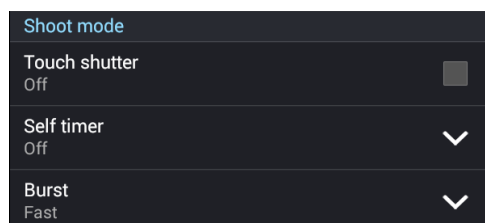
Image

Configure the image quality using these options.



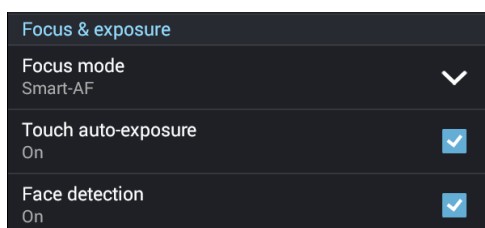
Shoot mode

Set your shutter speed to **Timer** mode or change the **Burst** speed under this option.



Focus & Exposure



Enable **Touch auto-exposure** or **Face detection** under this option.



Video settings

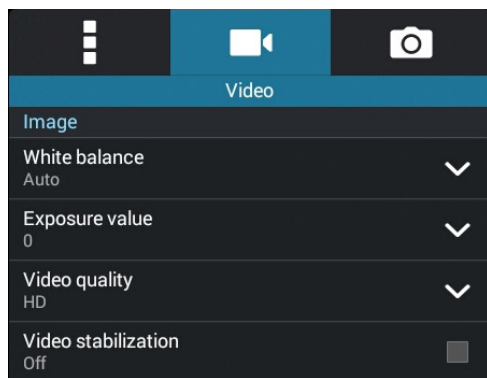
Adjust the appearance of your recorded videos by configuring your camera's settings using the steps below.

IMPORTANT! Apply the settings first before taking images.

1. On the camera's home screen, tap  > .
2. Scroll down and configure the available options.

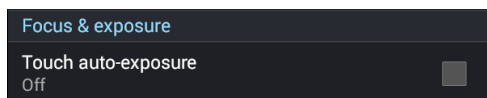
Image

Configure the video quality using these options.



Focus & Exposure

Enable **Touch auto-exposure** under this option.



Advanced camera features

Explore new ways of capturing images or videos and make captured extra special moments using the advanced camera features of your ASUS Tablet.




IMPORTANT! Apply the settings first before taking images. Available features may vary per model.

Time Rewind

After selecting **Time Rewind**, your camera records burst shots from two seconds before till one second after you press the shutter button. As a result, you get a timeline of images where you can choose the best image to save on your Gallery.

NOTE: The Time Rewind feature can only be used on the rear camera.

Capturing Time Rewind photos

1. From the Camera app's home screen, tap .
2. Tap  > **Time Rewind**.
3. Tap  or the volume key to start capturing photos.

Using the Time Rewind viewer

1. After pressing the shutter, the Time Rewind viewer appears onscreen on top of a captured photo. Rotate the button on the viewer to browse through the photos you just took.




NOTE: Tap **Best** to view the best photo suggestion from the timeline.

2. Select a photo then tap **Done** to save it to Gallery.

HDR

The High-dynamic-range (HDR) feature allows you to take more detailed images for low-light and highly contrasting scenes. HDR is recommended for use when taking images on brightly lit locations, helping balance out the colors produced on your image.




Capturing HDR photos

1. From the Camera app's home screen, tap .
2. Tap  > **HDR**.
3. Tap  or the volume key to start capturing HDR photos.

Panorama

Capture images from various angles using Panorama. Images captured from a wide angle perspective are automatically stitched together using this feature.

Capturing panoramic photos

1. From the Camera app's home screen, tap .
2. Tap  > **Panorama**.
3. Tap  or the volume key then pan your ASUS Tablet to the left or right to capture the scenery.

NOTE: While panning your ASUS Tablet, a timeline of thumbnails appears on the lower part of your screen as it captures the scenery.




4. Tap  when finished.

Night

Take well-lit photos even on night time or on low-light situations using the Night feature of your ASUS Tablet.

NOTE: Keep your hands steady while before and while the ASUS Tablet is capturing the image to prevent blurry results.




Capturing Night photos

1. From the Camera app's home screen, tap .
2. Tap  > **Night**.
3. Tap  or the volume key to start capturing Night photos.

Selfie

Take advantage of your rear camera's high megapixel specs without worrying about pressing the shutter button. Using face-detection, you can set your ASUS Tablet to detect up to four faces using the rear camera then automatically capture your selfie or group selfie.




Capturing Selfie photos

1. From the Camera app screen, tap .
2. Tap  > **Selfie**.
3. Tap  to choose how many people should be included in the photo.
4. Use the rear camera to detect faces and wait for your ASUS Tablet to start beeping, counting down until it captures the photo.
5. The Time Rewind viewer appears onscreen on top of a captured photo. Rotate the button on the viewer to browse through the photos you just took.
6. Select a photo then tap **Done** to save it to Gallery.

Beautification

Have fun during and after taking photos of your family and friends using the Beautification feature of your ASUS Tablet. When enabled, this feature allows you to make live beauty enhancements on your subject's face before you press the shutter button.








Capturing Beautification photos

1. From the Camera app's home screen, tap .
2. Tap  > **Beautification**.
3. Tap  to start capturing photos that can be edited using Beautification features.

Miniature

Simulate the tilt-shift effect of DSLR lenses via the Miniature feature. Using this feature allows you to focus on specific areas of your subject, adding a bokeh effect that can be used on both photos and video using your Zen device.




Capturing Miniature photos

1. From the Camera app screen, tap .
2. Tap  > **Miniature**.
3. Tap  or  to select your focus area, then use your two fingers to adjust the focus area's size and position.
4. Tap  or  to increase or decrease the background blur.
5. Tap  to capture Miniature photos.

Depth of field

Take macro shots with a soft background using the Depth of field. This feature suits close up photos of subjects for a more defined and dramatic result.






Capturing photos with depth of field

1. From the Camera app screen, tap .
2. Tap  > **Depth of Field**.
3. Tap  or the volume key to start capturing macro photos.

Smart remove

Eliminate unwanted details immediately after capturing the image using the Smart remove feature.




Capturing Smart remove photos

1. From the Camera app screen, tap .
2. Tap  > **Smart remove**.
3. Tap  or the volume key to start capturing photos that can be edited using Smart remove.
4. The following screen shows the photo you captured and any removable objects which you may want to delete from it.
5. Tap  to remove the detected objects or  to delete the photo and go back to the Camera app.

All Smiles

Capture the perfect smile or the wackiest facial expression from a range of photos using the All Smiles feature. This feature lets you take five consecutive photos after pressing the shutter button, automatically detecting faces on the image for comparison.




Capturing All smiles photos

1. From the Camera app's home screen, tap .
2. Tap  > **All smiles**.
3. Tap  or the volume key to start capturing photos that can be edited using All Smiles.
4. Follow the onscreen instructions to select your best photos.

GIF animation

Create GIF (Graphics Interchange Format) images straight from your ASUS Tablet's camera using the GIF animation feature.




Capturing GIF animation photos

1. From the Camera app's home screen, tap .
2. Tap  > **GIF animation**.
3. Tap  to start capturing photos that can be transformed into GIF animation.

Time lapse

The time lapse video feature of your ASUS Tablet allows you to capture stills for automatic time lapse playback. In effect, events seem to move in a fast-forward manner though they actually occurred and were recorded between long intervals.

Recording Time lapse videos

1. From the Camera app's home screen, tap .
2. Tap  > **Time lapse**.
3. Tap  to start taking Time lapse videos.

Using the Gallery

View images and play videos on your ASUS Tablet using the Gallery app.



This app also allows you to edit, share, or delete image and video files stored in your ASUS Tablet. From Gallery, you can display images in a slideshow or tap to view the selected image or video file.

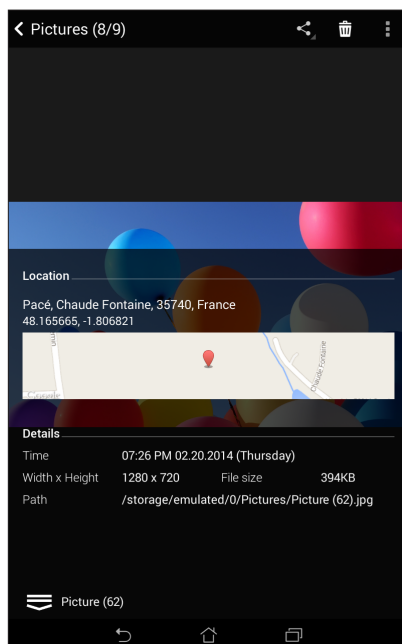
To launch Gallery, tap  > **Gallery**.

Viewing the photo location



Enable the location access on your ASUS Tablet and get the location details on your photos. Your photos' location details include the area where the photos are taken, as well a map of the location via Google Map or Baidu (in China only).

To view the details of a photo:



1. Turn on the location access from  > **Settings** > **Location**.
2. Ensure that you have shared your location to Google Map or Baidu.
3. Launch the Gallery app and select the photo whose photo details you want to view.
4. Tap the photo then tap .



Sharing files from the Gallery


1. From the Gallery screen, tap the folder where the files you want to share are located.
2. After opening the folder, tap  to activate file selection.
3. Tap the files you want to share. A check mark appears on top of the image you select.
4. Tap  then select from the list where you want to share the images.

Deleting files from the Gallery

1. From the Gallery screen, tap the folder where the files you want to delete are located.
2. After opening the folder, tap  to activate file selection.
3. Tap the files you want to delete. A check mark appears on top of the image you select.
4. Tap .

Editing images

The Gallery also features its own image editing tools that you can use to enhance images saved on your ASUS Tablet.





1. From the Gallery screen, tap the folder where the files are located.
2. After opening the folder, tap the image you want to edit.
3. Once the image is opened, tap it again to show its functions.
4. Tap  to open the image editing toolbar.
5. Tap any of the icons on the editing toolbar to apply changes to the image.

Zooming in/out the thumbnails or images

From the Gallery screen or your selected image, spread apart your fingers on the touchscreen panel to zoom in. To zoom out, bring your fingers together on the touchscreen panel.

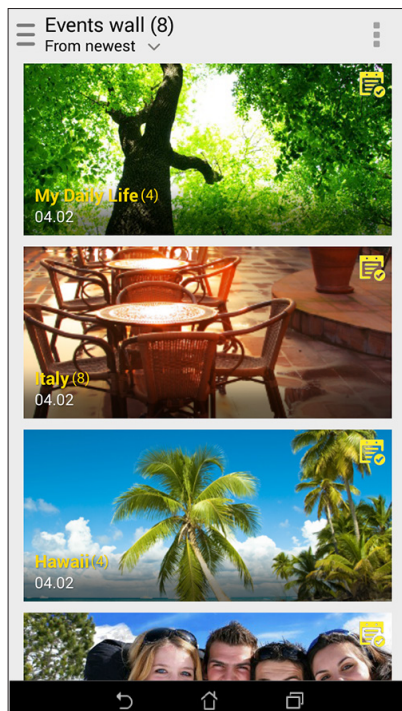
Posting photos to your Calendar event wall

Enabling this feature in your Gallery allows you to view photos straight from your Calendar events. This way, you can immediately group captured photos according to their specific event name.

1. After taking photos from your ASUS Tablet, launch **Gallery**.
2. Tap  > **Events wall**.
3. Tap **Tap here to enter name** then key in the name of the event that you set in your Calendar app.
4. Tap  on the upper right corner of the folder containing the photos taken during an event.
5. Select the Calendar event you would like to integrate with the photo folder.
6. The  icon appears on the upper right corner of the photo folder indicating that the photos are successfully posted on the event wall.
7. To view the event photos, open the event from the Calendar app, then tap .

IMPORTANT!



- This feature is only enabled after setting events on the Calendar. For more details on how to set events, see [Calendar](#).
 - Only photos taken with your ASUS Tablet's camera on the same date and time as a Calendar event can use this feature.
-

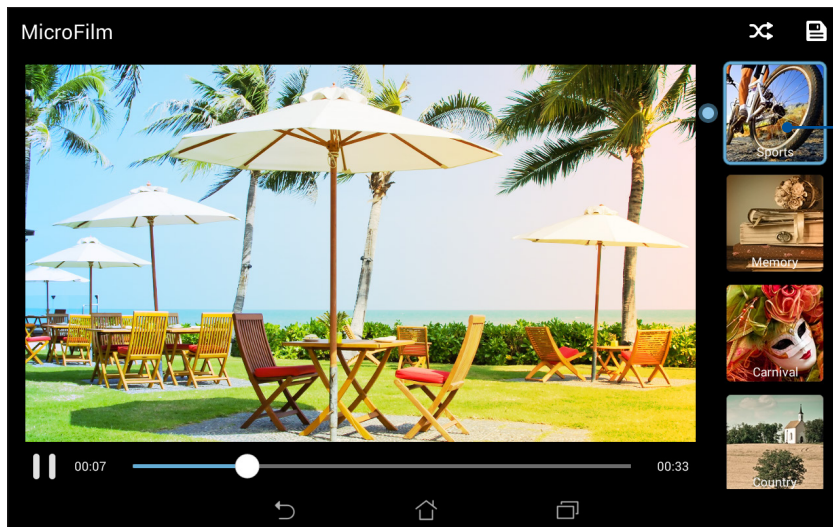


Using MicroFilm


Turn photos into a creative slideshow using the MicroFilm feature of the Gallery. MicroFilm contains a theme of slideshow presentations which you can immediately apply to selected photos.

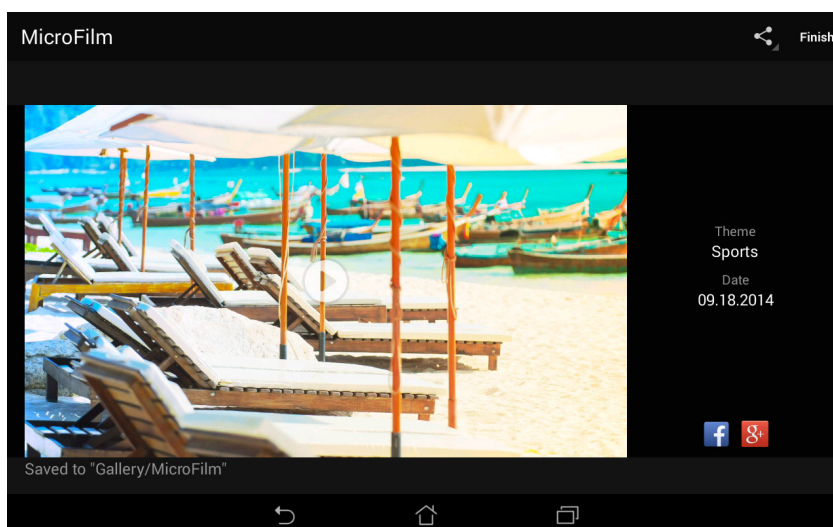
To create a MicroFilm from a photo folder:

1. Launch Gallery then tap  to select the location of your photo folder.
2. Select the photo folder then tap  > **Auto MicroFilm**.
3. Select the MicroFilm theme you would like to use for your photo slideshow.





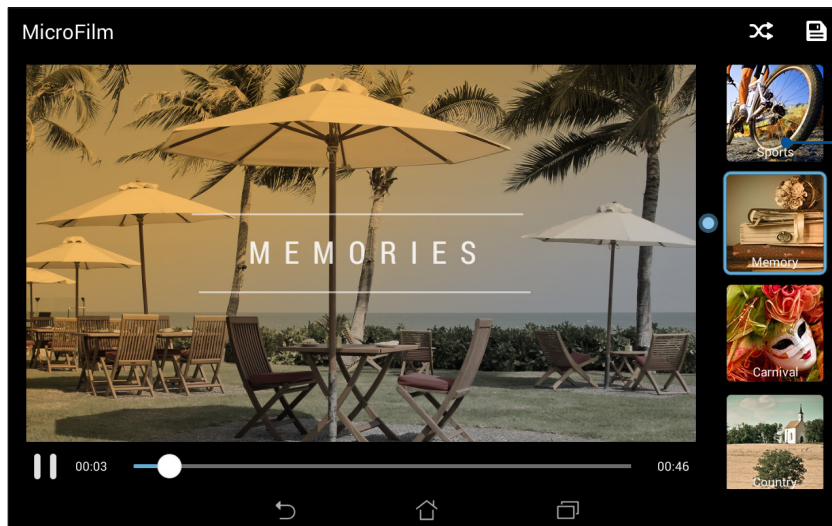
Tap any of these themes to see its preview.

4. After selecting a theme, tap  to save the slideshow.
5. You can then share the slideshow to social network sites or instant messaging apps such as Facebook, Google Plus, or Omlet Chat.



To create a MicroFilm from a selection of photos:

1. Launch Gallery then tap  to select the location of your photos.
2. Tap  to activate file selection.
3. After selecting your photos, tap **MicroFilm**.
4. Select the MicroFilm theme you would like to use for your photo slideshow.





Tap any of these themes to see its preview.

5. After selecting a theme, tap  to save and exit from MicroFilm.

Using PlayTo (on selected models only)

Play files from your Gallery to a compatible streaming device using PlayTo.

To use this feature:

1. From the Gallery screen, tap  or the folder where the file you want to screencast is located.
2. Tap  > **PlayTo**.
3. In the next screen, select a compatible device to start screencasting your file.

Work hard, play harder

5



Browser

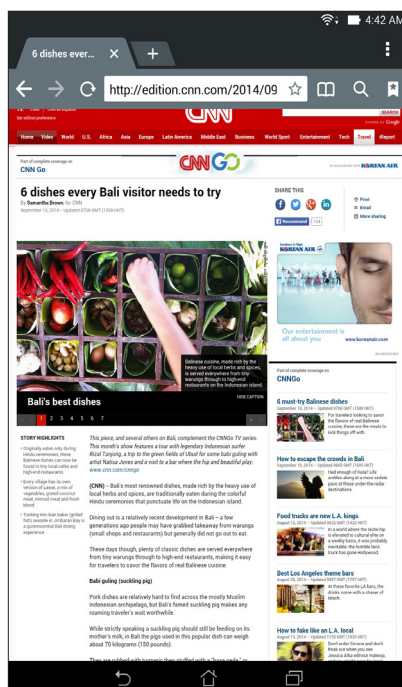
Your browser's state-of-the-art Chromium-based engine lets you surf the Internet at a fast loading speed. Its clean and intuitive Zen interface powered by text-reflow technology optimizes web contents to better fit the screen of your ASUS Tablet. With its magazine view mode via its Smart Reader feature, you can pleasurably read your favorite web contents online or offline without any distracting items such as banner ads. You can also mark an interesting page as a read later task, which you can retrieve from the Do It Later app and read at your convenience.

IMPORTANT! Before doing any Internet surfing or Internet-related activities, ensure that your ASUS Tablet is connected to a Wi-Fi or mobile network. For more details, see [Staying connected](#).

Launching the Browser app


From your Home screen, do either of the following to launch the Browser app:

- Tap .
- Tap  > **Browser**.




Sharing pages

Share interesting pages from your ASUS Tablet to others via an email account, Bluetooth, or other ASUS Tablet apps.

1. Launch the browser.
2. From a web page, tap  > **Share link**.
3. Tap the account or app that you want to use as medium in sharing the page.

Reading the pages later



When there's an interesting piece of information online yet you don't currently have the time to read it, you can mark it as a read later task. You can retrieve and read this page at a convenient time from the Do It Later app.

1. From the page, tap  > **Read later**.
2. To retrieve the page, tap **Asus** > **Do It Later** from the Home screen.

NOTE: For details on browsing read-later pages, see [Catching up on my online reading now](#).

Adding a new tab

Hide the current website and open a new window to continue surfing or browsing another website.

1. From the current page, tap  > **New tab** or tap  beside the current tab.
2. Enter the URL address in the URL field and continue enjoying browsing the Internet from your ASUS Tablet.
3. If you want to do add another tab, follow step 1 again.


NOTES:

- Opening many websites in your browser slows down its loading performance.
 - If Internet connection slows down, try clearing the cache. For details, refer to the section [Clearing the browser cache](#).
-

Bookmarking pages

Bookmark your favorite pages or websites so you can go back and browse them again.

To bookmark a page:




From the page, tap  > **Save to bookmarks**. The next time you open your browser, you can quickly tap on your bookmarked page.

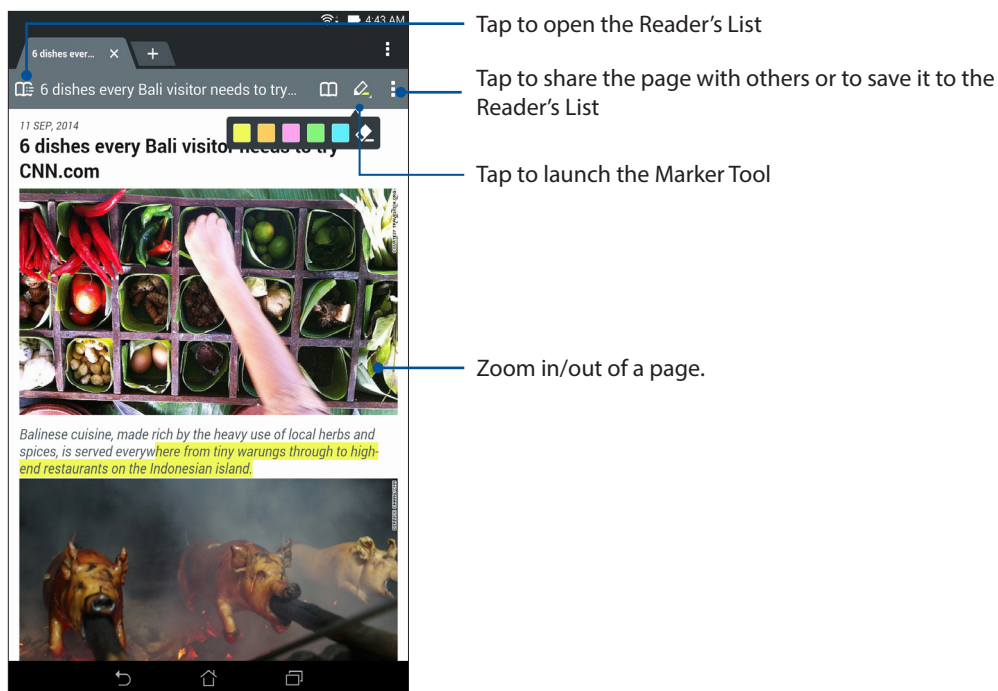
Smartly read online

Your ASUS Tablet automatically enables the Smart Reader Mode on pages that contain a lot of items that you may find unnecessary or distracting such as banner ads, icons, or menu items. You can remove these items and read only the main contents of the page.

NOTE: Smart Reader Mode supports Wikipedia, CNN, ESPN, BCC, and NY Times sites.


To use the Smart Reader Mode:

- Tap the Smart Reader Mode icon  next to the URL field to automatically remove any unnecessary or distracting items and show only the main contents of the page.
- From the Smart Reader Mode page, do any of the following:
 - Tap  to show your Reader's List or saved pages.
 - Tap  to launch the Marker tool and select your preferred color, then swipe over the text that you want to highlight.
 - Bring two fingers together or spread them apart to zoom in/out of a page.



Clearing the browser cache

Clear the browser cache to delete temporary Internet files, websites, and cookies that are temporarily stored in your ASUS Tablet. This helps improve the loading performance of your browser.

1. Launch the browser.
2. Tap  > **Settings** > **Privacy & security** > **Clear cache**.
3. Click **OK** on the confirmation message.

Email

Add Exchange, Gmail, Yahoo! Mail, Outlook.com, POP3/IMAP accounts so you can receive, create, and browse emails right from your device. You can also sync your email contacts from these accounts to your ASUS Tablet.

IMPORTANT! Your ASUS Tablet must be connected to a Wi-Fi or mobile network so you can add an email account or send and receive emails from added accounts. For more details, see [Staying connected](#).

Setting up email accounts

Set up your existing personal or work email account so you can receive, read, and send emails from your ASUS Tablet.

1. From the Home screen, tap **Email** to launch the Email app.
2. Tap the mail provider you want to set up.
3. Key in your email address and password and tap **Next**.


NOTE: Wait while your device automatically checks your incoming and outgoing mail server settings.

4. Configure the **Account settings** such as inbox checking frequency, sync days, or notification for incoming emails. When done, tap **Next**.
5. Key in an account name that you want to be displayed in the outgoing messages, then tap **Next** to log into your inbox.

NOTE: If you want to set up your work account on your ASUS Tablet, ask for the email settings from your network administrator.

Adding email accounts


If you don't have an existing email account, you can create one so you can receive, read, and send emails right from your ASUS Tablet.

1. From the Home screen, tap **Email** to launch the Email app.
2. Tap  > **Settings**, then add an email account.
3. Tap the mail provider that you want to add.
4. Follow the succeeding instructions to complete setting up your new email account.

NOTE: You may also refer to steps 3 to 5 in the [Setting up email accounts](#) section to complete this setup process.


Setting up a Gmail account

Set up your Gmail account to get into Google-related services and apps as well as receive, send, and browse emails right from your ASUS Tablet.

1. Tap **Google** then tap **Gmail**.
2. Tap **Existing** and key in your existing Gmail account and password, then tap .

NOTES:

- Tap **New** if you do not own a Google account.
 - When signing in, you have to wait while your device communicates with Google servers to setup your account.
-

3. Use your Google account to backup and restore your settings and data. Tap  to sign in to your Gmail account.


IMPORTANT! If you have several email accounts aside from Gmail, use Email app to set up and access all your email accounts.

Calendar

The Calendar app enables you to keep track of important events using your ASUS Tablet. Along with creating events you may also set reminders, or create a countdown notice to ensure you don't forget these important occasions. It also stores the events, such as birthdays and anniversaries, that you've set up for your VIP contacts.

Creating events

To create an event:




1. Tap  > **Asus** > **Calendar**.
2. Tap **New Event** to start creating a new event.
3. In the New event screen, input all the necessary details of your event.
4. Turn Countdown to **ON**. You'll get a countdown notice on the System notifications panel as to the days left until this event takes place.

NOTE: For details on the System notifications panel, see [System notifications](#).

5. On the **Reminders** field, select the time that you want to get an alert or reminder about the event.
6. Once finished, tap **Done** to save and exit.


Adding accounts to Calendar

Aside from creating an event logged on your ASUS Tablet, you can also use Calendar to create events that get automatically synced with your online accounts. But first, these accounts must be added to Calendar using the following steps:

1. Tap  > **Asus** > **Calendar**.
2. Tap  > **Accounts** > .
3. Tap the account you want to add.
4. Follow the succeeding onscreen instructions to complete adding the new account to Calendar.

Creating an event from your account



After adding online accounts that you would like to sync with Calendar, you may now use your ASUS Tablet to create notifications for those online accounts by following these steps:

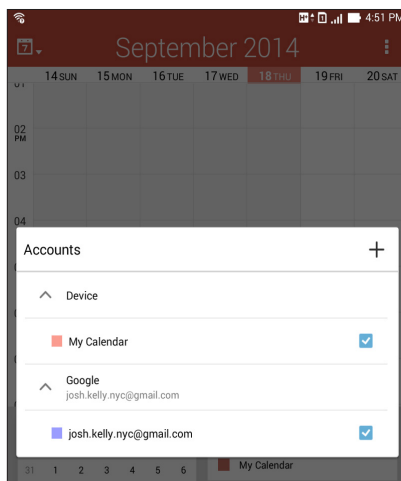
1. Tap  > **Asus** > **Calendar**.
2. Tap **New Event** to start creating a new event.
3. In the New event screen, tap **My Calendar** to view all the accounts currently synced with the Calendar.
4. Tap the account where you would like to create a new event.
5. In the New event screen, input all the necessary details of your event then tap **Done**.

NOTE: Your online account must already be added to Calendar before you can proceed with the following steps. For more details, see [Adding accounts to Calendar](#).

Enabling alert reminders for events

Turn on the alert function from the Calendar app to get alert reminders and notifications for special events such as birthdays, anniversaries, meetings, and other important events that matter you.

1. Tap  > **Asus** > **Calendar**.
2. Tap  > **Accounts**.
3. Tap the accounts from which you want to receive alert reminders from.



NOTES: Get alerts or reminders as your [What's Next..](#)

What's Next

Do not miss out on important events, having fun out in the sun, or getting emails from your VIP contacts. Set up your calendar of events, VIP groups, or weather update settings to get alerts and reminders of What's Next. View your What's Next alerts from the Lock screen, System notifications panel, and What's Next widget or app.

Getting event reminders

To get your What's Next event reminders and notifications, ensure the following:

- Set up your VIPs' events info such as birthdays or anniversaries on the Contacts app. For details, see [Adding an event to a VIP contact](#).
- You can set up an event and set the reminder time in the Calendar app. For details, see [Creating events](#).

Accepting or declining invites to events

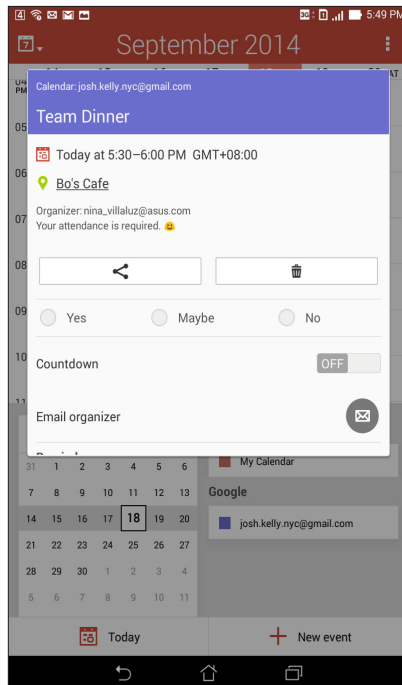
Set up your email account in the Email app to send or receive emails such as invites to events. When you accept email invites, the events will be synced with the Calendar app.

NOTE: For more details, see [Calendar](#).

IMPORTANT! Your ASUS Tablet must be connected to a Wi-Fi or mobile network to get emailed invites or event-related alerts. For more details, see [Staying connected](#).

To accept or decline an invite:

1. Tap your email invite to open it.
2. Tap **Yes** to accept or **No** to decline the invite. Your reply will be emailed to the event organizer or host.

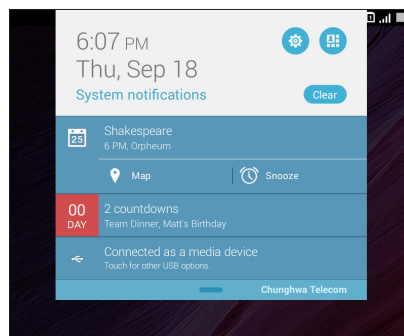
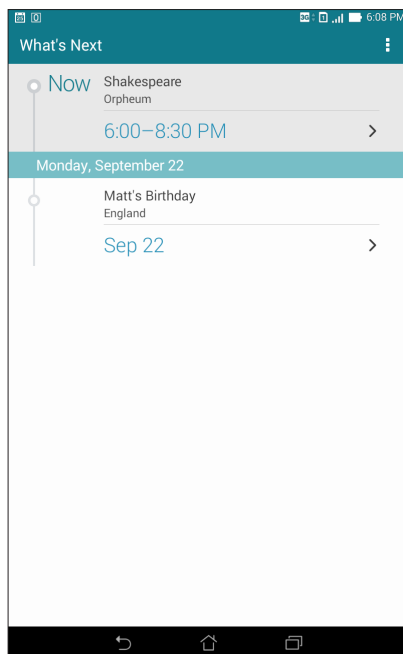


Getting event-related alerts

When you accept an invitation to an event, you'll get reminders of any changes to the event such as postponement, cancellation, change in event location, or shift in event schedule. These event-related alerts will be posted on the Lock screen, System notifications panel, and What's Next widget or app.

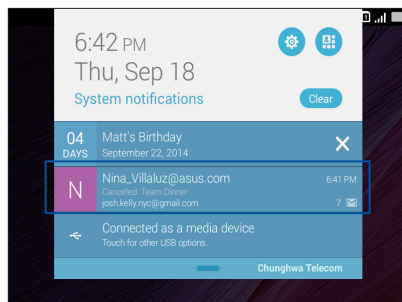
Start event alert

A few minutes before the event, you'll get a reminder that the event is about to start. You can call to give the organizer or host a heads up if you're running late.



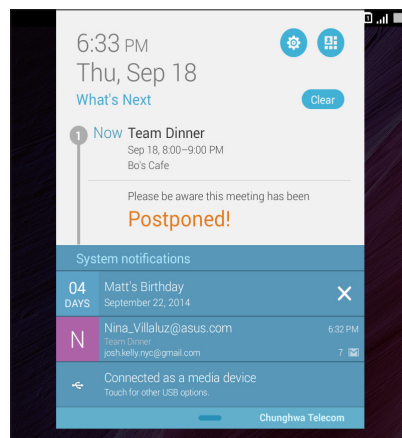
Cancelled event alert

You'll get a cancellation alert via e-mail when the organizer or host cancels the event.







Rescheduled event alert

You'll get an alert if the event has been postponed, rescheduled, or moved to another location.



Getting weather updates

Get real-time AccuWeather® updates, every hour or up to 12 hours, for your current location or for other parts of the world. You can make plans for up to seven (7) days with the 7-day weather forecast or dress appropriately based on AccuWeather RealFeel® temperature. You can also get the real-time UV index or air pollution index, letting you take the necessary protective measures against harmful ultra-violet rays or air pollutants.

1. Before getting weather updates, ensure the following:
 - Wi-Fi or mobile network is turned on when you are indoors and GPS is turned on when you are outdoors.
 - Turn on the location access from  > **Settings** > **Location access**.
2. Launch the Weather app in any of these two ways:
 - Tap  > **Weather**.
 - From your ASUS Tablet's home screen, tap the weather icon.
3. Tap  > **Edit** then tap .
4. In the search box, enter the city or area whose weather updates you want search for.
5. Wait for a bit while your ASUS Tablet gets the weather information. The city or area's weather data will be added to your location list. Tap the city's or area's weather data that you want to display on the What's Next widget on the Home screen.

Displaying the 7-day weather forecast

When you get your current location's real-time AccuWeather® updates, you will also get the 7-day weather forecast. You can display the 7-day forecast on the What's Next widget on the Home screen.

1. From the Home screen, long press on the Weather widget until the border appears.
2. Drag down the lower border point until the full 7-day forecast is shown.

Do It Later

Get hold of even the most trivial things in your busy life. Even when you're too busy, reply to your emails, read news online, or add other important to-do tasks at your convenience.

Mark your unread emails and interesting web pages as **Reply Later** or **Read Later** items. These marked items will be added to your Do It Later tasks, and you can act on these tasks at a convenient time.

NOTES:

- Popular third-party apps that support Do It Later include Google Maps, Google Chrome, Google Play, YouTube, and IMDb.
 - Not all apps can share and add tasks to Do It Later.
-

Adding Do It Later tasks

Create important to-do tasks to organize your work or social activities in your professional or social life.

1. From the Home screen, tap **Asus > Do It Later**.
2. Tap **+** then fill in the necessary information.
3. If you want to set the importance level, select **High** in the Importance field.
4. When you're done, tap **OK**.

Prioritizing Do It Later tasks

Set the importance level of your to-do tasks so you can prioritize and act on them accordingly.

1. From the Home screen, tap **Asus > Do It Later**.
2. Tap the task that you want to set as a top priority.
3. Under the Importance field in the task screen, select High.
4. When you're done, tap **OK**.

NOTE: High-priority to-do tasks are marked as  on your Do It Later list. This allows you to quickly determine which to-do tasks need immediate actions.

Catching up on my online reading now

You can retrieve pages that you've previously marked as read later tasks and catch up on your online reading at your convenience from the Do It Later app.

1. From the Home screen, tap **Asus > Do It Later**.
2. Select the page or pages that you want to read now, then tap **Read now**.

NOTE: For details on setting pages as read later tasks, see [Reading the pages later](#).

Deleting to-do tasks

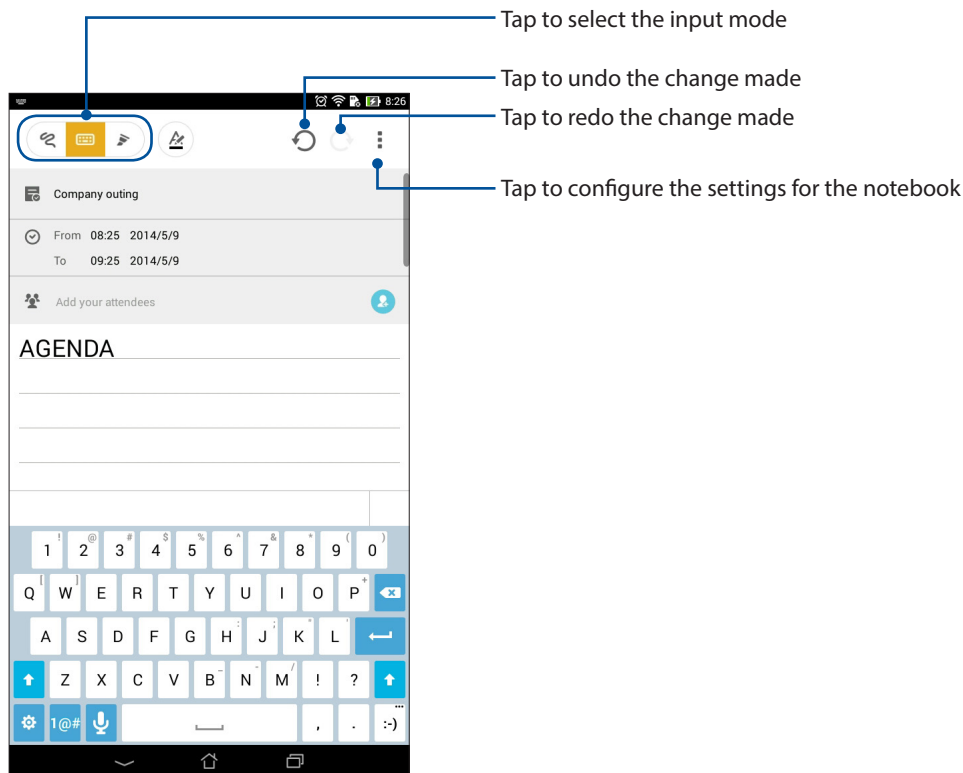
You can delete any completed, overdue, or unnecessary to-do tasks from the Do It Later app.

1. From the Home screen, tap **Asus > Do It Later**.
2. Tap the task you want to remove from the list, then tap **Delete**.

SuperNote









Turn note-taking into a fun and creative activity that syncs with your mobile data using Supernote.

This intuitive app allows you to create notes organized per notebook by directly writing or drawing on the touchscreen. While creating notes, you can also add multimedia files from other apps.




Understanding icons

Depending on your selected input mode, these icons appear as you take down your notes on SuperNote.

	Select this type mode when you want to use the onscreen keyboard to enter your notes.
	Select this write mode when you want to scribble or write your notes.
	Select this draw mode when you want to create drawings or doodles.
	When in write or type mode, tap this icon to select text weight and color.
	When in draw mode, tap this icon to select the drawing tool to use, and the stroke color or size.
	When in draw mode, tap this icon to erase some contents in your notes.
	Tap this icon to take a photo or video, record audio, add timestamp and more to your notes.
	Tap this icon to add a new page to your notebook.

Creating a notebook

To create new files using Supernote, refer to the following steps:



1. Tap  > **Supernote**.
2. Tap **Add a new notebook**.
3. Name the file and select **Pad** or **Small pad** as the page size.
4. Select a template and start writing your notes.

File Manager

Using File Manager allows you to easily locate and manage your data on the internal storage of your ASUS Tablet and its connected external storage devices.



Accessing the internal storage

To access the internal storage:

1. Tap  > **File Manager**.
2. Tap  > **Internal storage** to view the contents of your ASUS Tablet then tap an item to select.

Accessing the external storage device

To access the external storage device:

1. Insert the microSD card into your ASUS Tablet.
2. Tap  > **File Manager**.
3. Tap  > **MicroSD** to view the contents of your microSD card.

Data Transfer

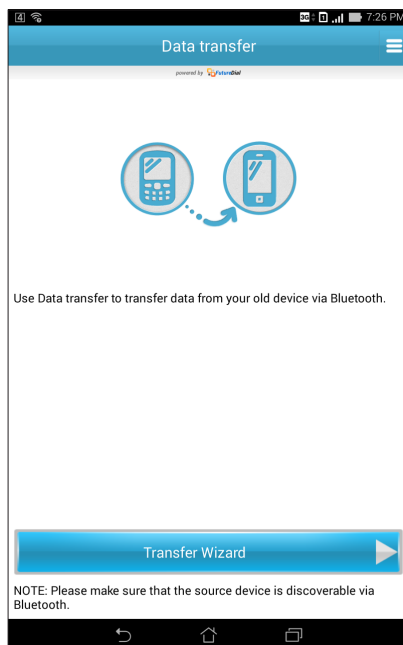
Transfer your data such as contacts or calendar entries from your old mobile device to your ASUS Tablet via Bluetooth technology.

To use Data Transfer:

1. Pair your old mobile device with your ASUS Tablet via Bluetooth.

NOTE: For more details on pairing devices, see [Pairing your ASUS Tablet to a Bluetooth® device](#).

2. From the All apps screen, tap **Data transfer**.
3. Tap **Transfer Wizard** then follow the onscreen instructions to complete the Data Transfer process.



Fun and entertainment

6

Using a headset

Have the freedom to do other things while you're in a call or enjoy listening to your favorite music, using a headset.

Connecting the audio jack

Insert the 3.5 mm headset jack into the audio port of your device.

WARNING!

- Do not insert other objects into the audio jack port.
 - Do not insert a cable with electric power output into the audio jack port.
 - Listening at a high volume for long periods can damage your hearing.
-

NOTES:

- We highly recommend using only compatible headsets or the bundled headset with this device.
 - Unplugging the audio jack while listening to music, automatically pauses the music played.
 - Unplugging the audio jack while watching a video, automatically pauses the video playback.
-


Play Games

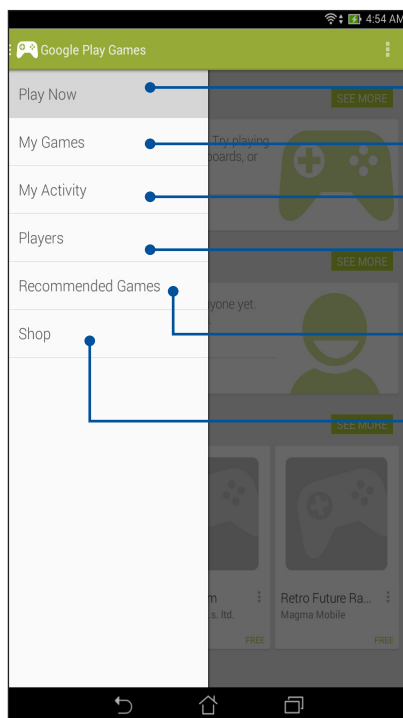
Get the latest games online and share them in your social media accounts using the Play Games app. You can also join multiplayer games and check out leaderboards for some competitive gaming fun.

IMPORTANT! Log in to your Google account to maximize the features of Play Games.

Using Play Games

To use Play Games:

1. Tap  > **Google** > **Play Games**.
2. Tap the option you would like to use.




- Tap to see an overview of your gaming activity. It also shows the gaming activity of your Google+ contacts.
- Tap to show your gaming activities under the following options: **ALL MY GAMES, MOST RECENTLY PLAYED, INSTALLED**
- Tap to see all the games you played using your Google+ account.
- Tap to view all your fellow contacts in Google who are also playing games via Play Store. You may view them under these options: **ALL, MOST RECENT, YOU MAY KNOW**
- Tap to browse through games under the following categories: **FEATURED, POPULAR, POPULAR MULTIPLAYER.**
- Tap to launch Play Store's **Games** category.

Music

The Music app automatically searches for music files from the internal and external storages on your ASUS Tablet. You can organize these music files in a playlist or add them in a queue to play them sequentially.

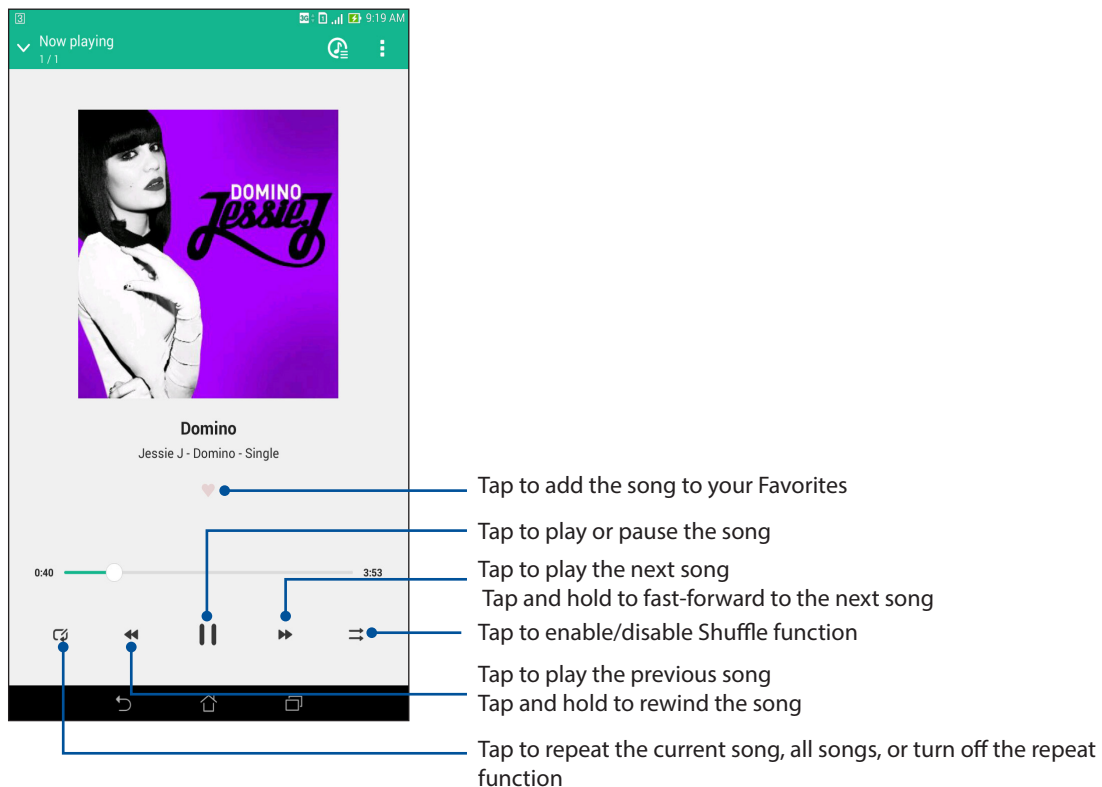
Launching Music

To launch Music, tap  > **Music**.

Playing songs


To play a song:

1. From the Music app, tap **Music** then select **Songs**. You can also select these other options how you want to browse your music files: **Album**, **Artist**, **Genres**, **Composer**, or **Folder**.
2. From your list, tap the song that you want to play.
3. Tap on or swipe up from the song title bar to get a full screen of the song that's currently playing.



NOTE: To add several songs to an existing playlist, see [Adding songs to a playlist](#).



Other playback options

During playback, you can tap  and do any of these other options below.

Add to playlist	Tap to add the song to an existing playlist or create a new one to add the song to it.
Play To	Tap to scan and play the song to other devices nearby. NOTE: For details, see PlayTo other devices .
Share	Tap to share the song via some apps.
Add to queue / Clear queue	Tap Add to queue to add the song to your queue list. Tap Clear queue to remove all songs in the queue.
Equalizer	Tap to configure the Equalizer settings and get better audio for your songs.
Settings	Tap this option to configure the Music settings.



Creating a playlist

Get your favorite songs from different sources such as internal storage or external storage, and organize them in a playlist.

1. From the Music home screen, tap .
2. Under **Playlist**, tap **My playlist**, then tap .
3. Assign a name to your playlist, then tap **Save**.

Adding songs to a playlist

You can add several songs to your playlist at on time from your local source (internal and external storages).



1. From the Music home screen, tap .
2. Under **Playlist**, tap **My playlist**, then tap the name of your playlist.
3. Tap  > **Add songs**.
4. Tap the music source where you want to get your songs from to add to your playlist.
5. Select how you'd want to browse your music: **Album**, **Artist**, **Genres**, **Composer**, **Songs**, or **Folder**.
6. Select the songs that you'd want to add to your playlist. Tap **Select All** if you want to add all songs from your music list, album, folder, or from your favorite artists.

NOTE: You can also add a currently-playing song to an existing playlist. For details, see [Other playback options](#).

PlayTo other devices

Use the PlayTo function to stream music from your ASUS Tablet to other Miracast or DLNA-enabled devices nearby.

To use PlayTo:

1. From a currently-playing song, tap  > **PlayTo**.
2. Tap the device that you want to stream music to. Music from your ASUS Tablet will play or stream on the other device.
3. To stop PlayTo, tap  > **Disconnect**.



Staying connected

7

Mobile network

When there's no available Wi-Fi network that you can connect to, you can enable your mobile network's data access for Internet connection.

Enabling the mobile network

1. Do any of the following to launch the Settings screen:
 - Launch Quick settings then tap .
 - Tap  > **Settings**.
2. Tap **More...** > **Mobile networks**.
3. Tick **Data Enabled**, and configure the other mobile network settings, if necessary.



NOTES:

- If you access the Internet via your mobile network, additional charges will be incurred depending on your data plan.
 - For more details on your mobile network charges/fees and settings, contact your mobile service provider.
-

Wi-Fi

The Wi-Fi technology of your ASUS Tablet gets you connected to the wireless world. Update your social media accounts, browse the Internet, or exchange data wirelessly from your ASUS Tablet.

Enabling Wi-Fi

1. Launch the Settings screen by doing any of the following:
 - Launch Quick settings then tap .
 - Tap  > **Settings**.
2. Slide the Wi-Fi switch to the right to turn on the Wi-Fi.

NOTE: You can also enable the Wi-Fi from Quick Settings screen. Refer to section [Quick settings](#) on how to launch Quick Settings screen.

Connecting to a Wi-Fi network



1. On the Settings screen, tap **Wi-Fi** to display all detected Wi-Fi networks.
2. Tap a network name to connect to it. For a secured network, you may be prompted to key in a password or other security credentials.

NOTES:

- Your ASUS Tablet automatically reconnects to the network that you connected with previously.
 - Turn off the Wi-Fi feature when you're not using it to help save battery power.
-

Disabling Wi-Fi

To disable Wi-Fi:



1. Launch the Settings screen by doing any of the following:
 - Launch Quick settings then tap .
 - Tap  > **Settings**.
2. Slide the Wi-Fi switch to the left to turn off the Wi-Fi.

NOTE: You can also disable the Wi-Fi from Quick Settings screen. See [Quick settings](#) on how to launch Quick Settings screen.

Bluetooth®

Use the Bluetooth feature of your ASUS Tablet to send or receive files and stream multimedia files with other smart devices over short distances. With Bluetooth, you can share your media files with your friends' smart devices, send data for print with a Bluetooth printer, or play music files with a Bluetooth speaker.

Enabling Bluetooth®

1. Do any of the following to launch the Settings screen:
 - Launch Quick settings then tap .
 - Tap  > **Settings**.
2. Slide the Bluetooth switch to the right to turn on the Bluetooth.

NOTE: You can also enable the Bluetooth from Quick Settings screen. See [Quick settings](#) on how to launch Quick Settings screen.

Pairing your ASUS Tablet to a Bluetooth® device

Before using the Bluetooth feature of your ASUS Tablet in full scale, you have to pair it first with the Bluetooth device. The ASUS Tablet automatically stores the pairing connection of the Bluetooth device.

1. On the Settings screen, tap **Bluetooth** to display all available devices.


IMPORTANT!

- If the device that you want to pair is not in the list, ensure to enable its Bluetooth feature and is discoverable.
 - See the user guide that came with your device to learn how to enable its Bluetooth and set it to discoverable.
-

2. Tap your ASUS Tablet to make it visible to other Bluetooth devices.
3. Tap **SEARCH FOR DEVICES** to scan for more Bluetooth devices.
4. In the list of available devices, tap the Bluetooth device that you want to pair with.
5. Ensure that the the same passkey show on both devices, then tap **Pair**.

NOTE: Turn off the Bluetooth feature when you're not using it to help save battery power.

Unpairing your ASUS Tablet from the Bluetooth® device

1. On the Settings screen, tap Bluetooth to display all available and paired devices.
2. In the list of paired devices, tap  of Bluetooth device that you want to unpair, then tap **Unpair**.

PlayTo

PlayTo app lets you screencast your ASUS Tablet to a streaming-supported display. Doing this allows an external display to become a dual monitor or second screen to your ASUS Tablet.

IMPORTANT! Your external display must have Miracast™ or DLNA® technology to support PlayTo app.

Launching PlayTo


There are two ways you can use to start using PlayTo from your ASUS Tablet:

From Quick settings

1. Setup the streaming-supported display you want to use with your ASUS Tablet.
2. Launch Quick settings on your ASUS Tablet then tap **PlayTo**.
3. Refer to the SSID shown on your streaming-supported display and select the same SSID on your ASUS Tablet to start pairing.

Once the connection is made, your streaming-supported display shows the same content currently shown on your ASUS Tablet.

From Settings

1. Tap  > **Settings**.
2. Under Wireless & networks, tap **More...** then tap **PlayTo**.
3. Refer to the SSID shown on your streaming-supported display and select the same SSID on your ASUS Tablet to start pairing.

Once the connection is made, your streaming-supported display shows the same content currently shown on your ASUS Tablet.

Weather and Clock


8

Weather

Get real-time weather updates straight from your ASUS Tablet using the weather app. Using Weather, you can also check other weather details from around the world.

Launching the Weather app

From your Home screen, launch the Weather app using either of the following options:

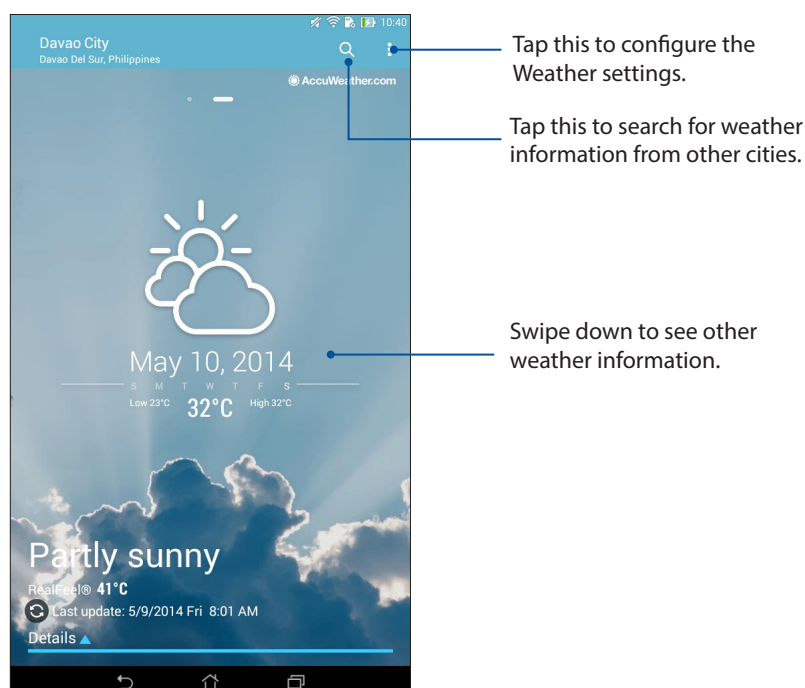
- Tap  > **Weather**.
- From your ASUS Tablet's home screen, tap the weather icon.

Weather home screen

Set up and get your current location's weather updates as well as other parts of the world. You can display the weather updates or daily weather forecast on the What's Next widget or app, and on the Calendar app.

NOTE: For more details, see:

- [Getting weather updates](#)
 - [Displaying the 7-day weather forecast](#)
-




Clock

Customize the time zone settings of your ASUS Tablet, set alarms, and use your ASUS Tablet as a stop watch using the Clock app.

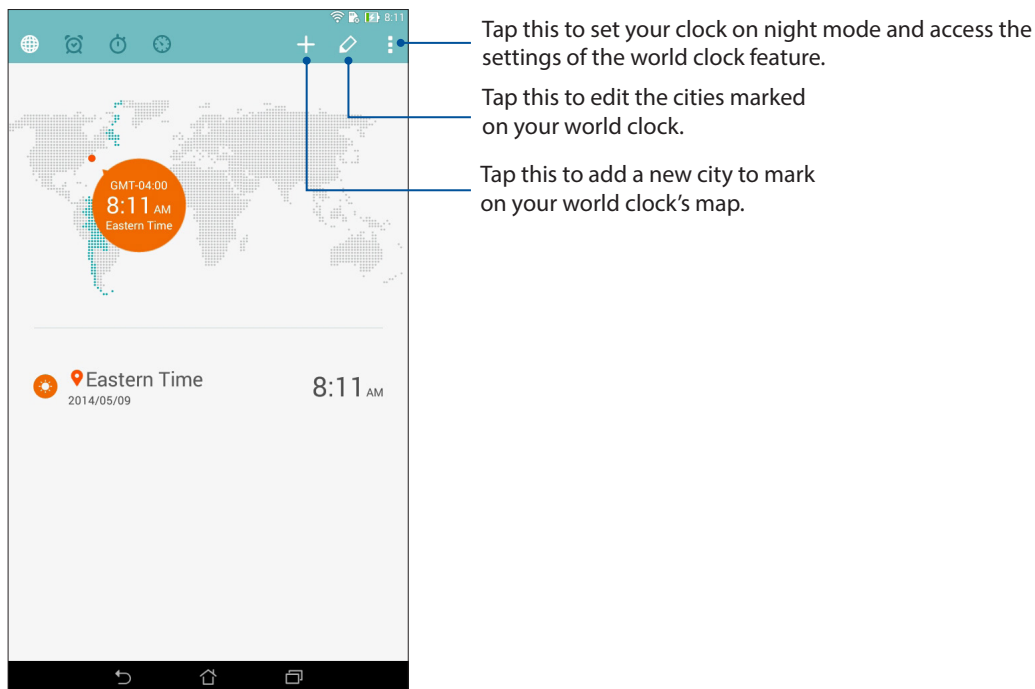
Launching Clock

Launch the Clock app using either of the following options:


- Tap  > **Clock**.
- From your ASUS Tablet's home screen, tap the digital clock display.

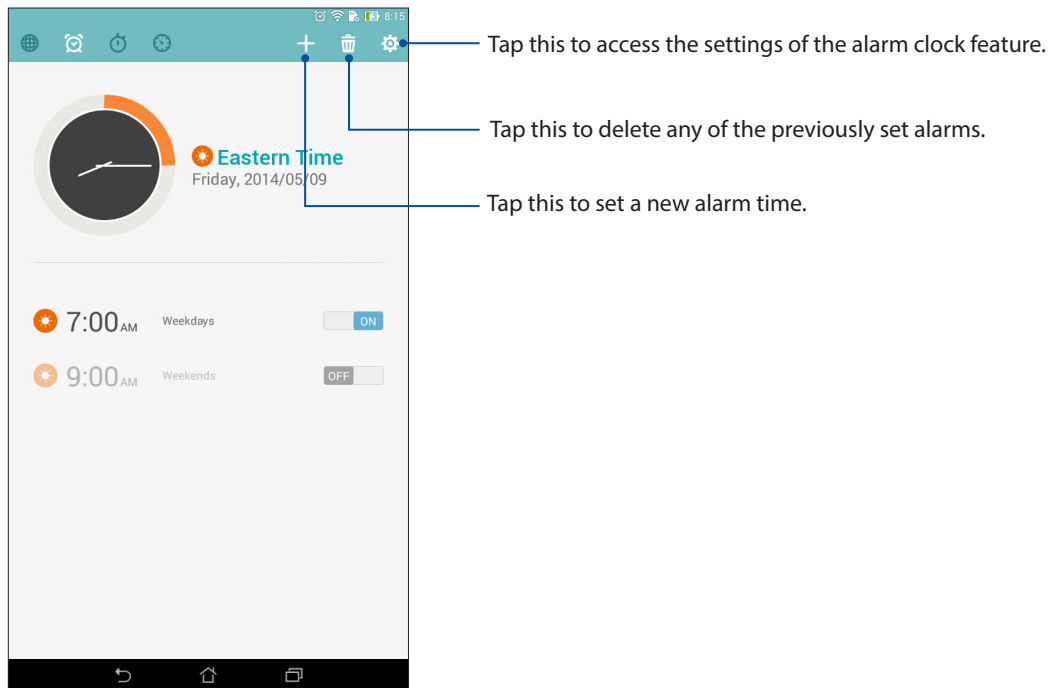
World Clock

Tap  to access the world clock settings of your ASUS Tablet.



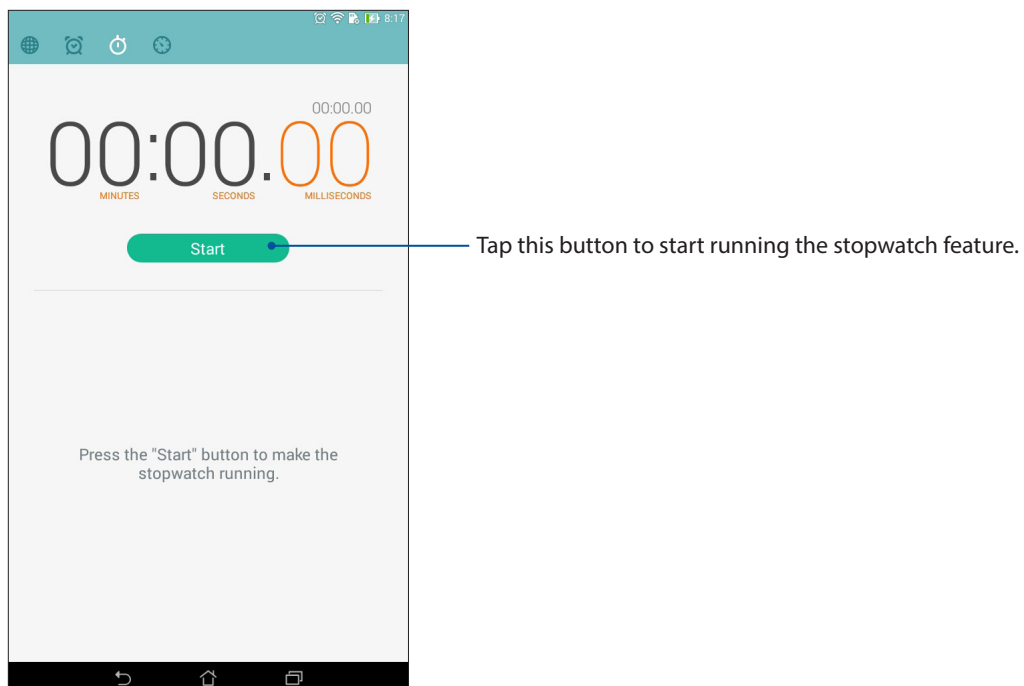
Alarm clock

Tap  to access the world clock settings of your ASUS Tablet.



Stopwatch


Tap  to use your ASUS Tablet as a stopwatch.

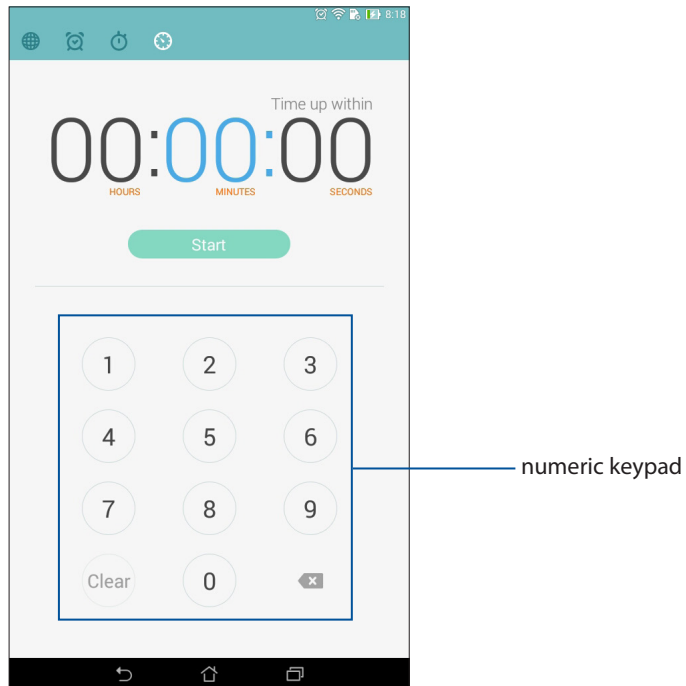


Timer

You may set multiple timer options for your ASUS Tablet. To do this, follow the steps below:

Setting the timer

1. Tap  to access the timer feature of your ASUS Tablet.

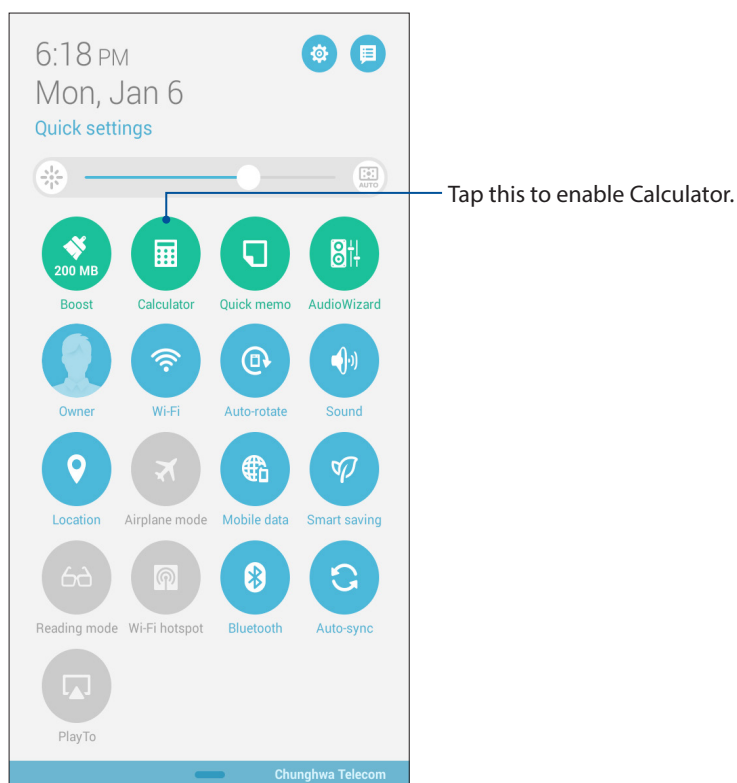


2. Use the numeric keypad to input your target time then tap start to start the timer.

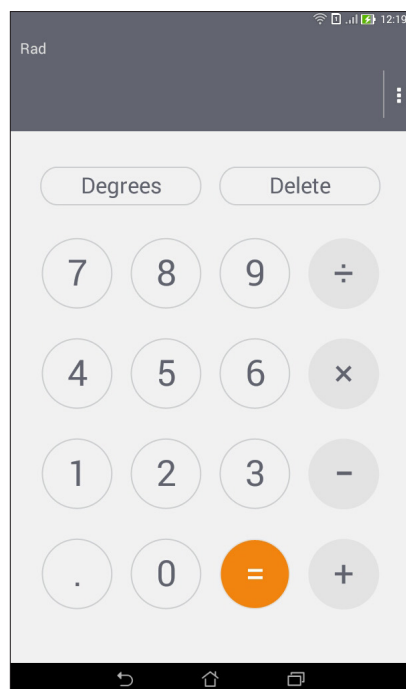
Special Zen Tools

Calculator

One-swipe and a tap is all it takes to launch your Calculator. When you open the Quick settings panel, the Calculator icon is there visibly on top of the list. Tap it to get started with your computations.

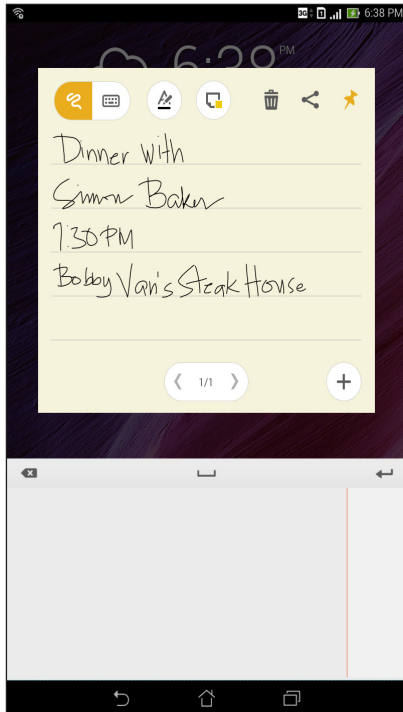


Calculator screen



Quick Memo

Quick Memo is a note-taking tool that gives you the freedom to either scribble or type down important notes you need to remember. After creating notes, you can share them via Share Link and social media sites or turn them into a task inside Do It Later.




Creating a sticky note

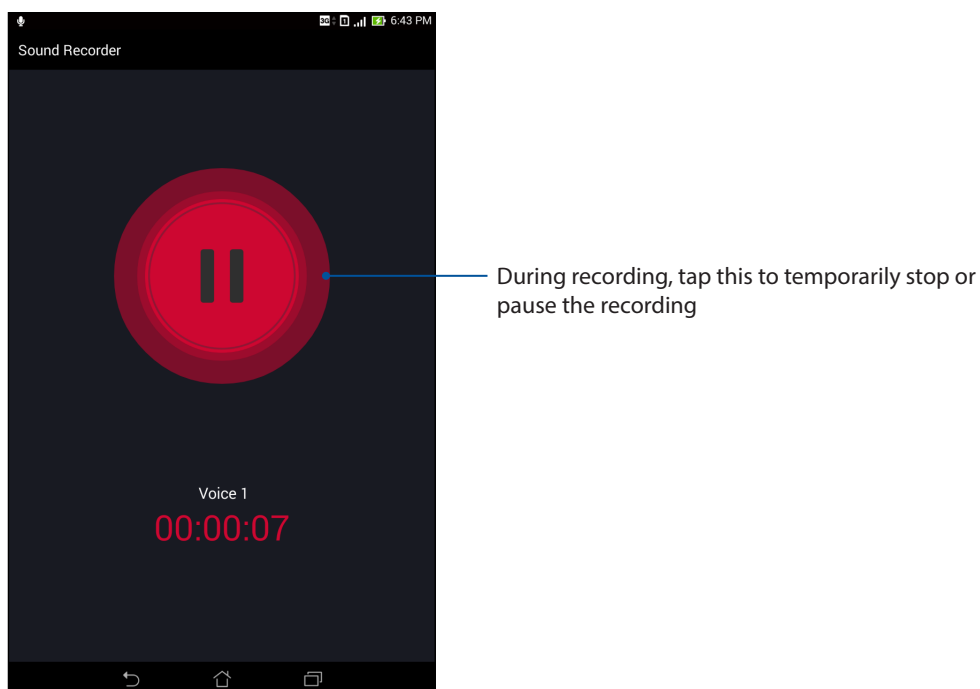
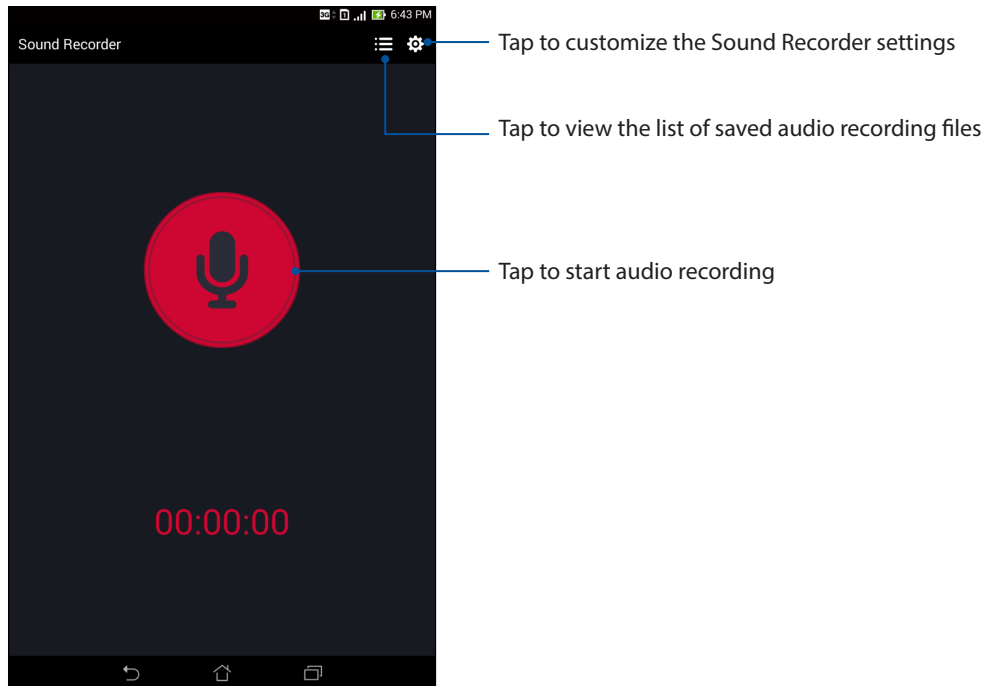
You can turn Quick Memo notes into a sticky note so you can view them wherever, on your ASUS Tablet. To create a sticky note, just tap on the pin icon on the upper right corner of Quick Memo after creating your note.

Sound Recorder

Record audio files using your ASUS Tablet by enabling the Sound Recorder app.

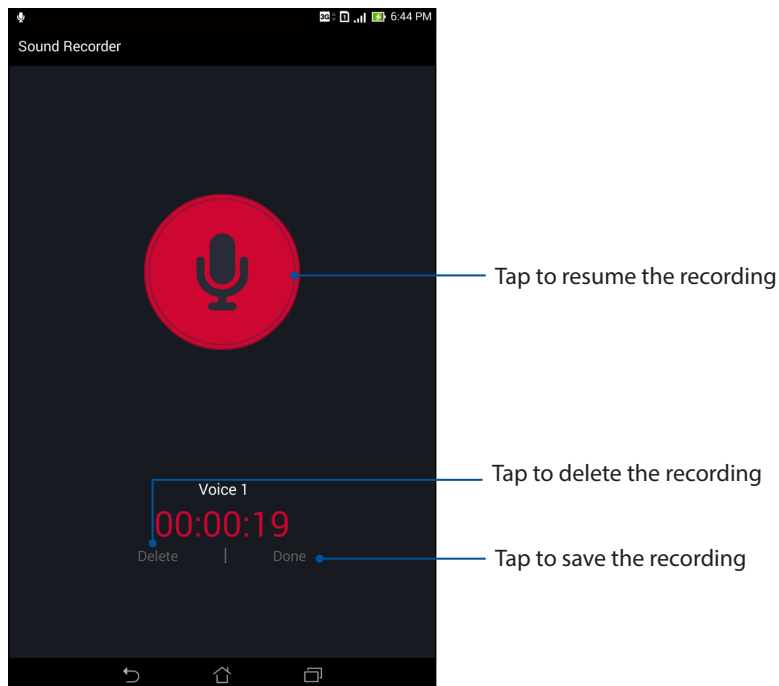
Launching Sound Recorder

To launch Sound Recorder, tap  > **Sound Recorder**.



Pausing a recording

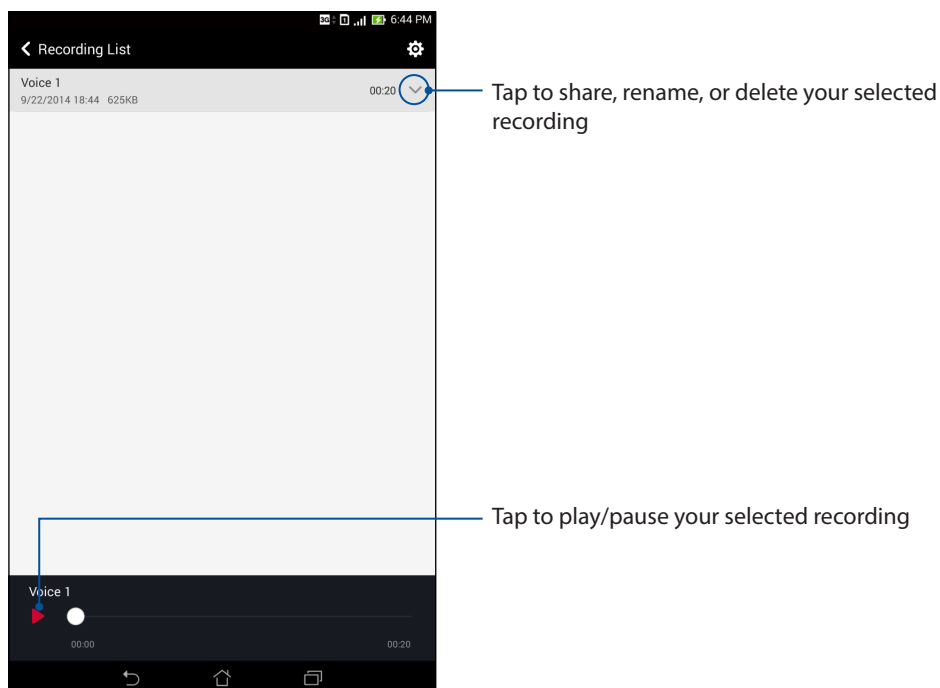
During a paused recording, you can choose to resume, delete, or save the recording.



Recording List

From the Recording List, you can play, rename, share, or delete a saved audio recording file.

To view your recording list, tap  from the Sound Recorder main screen.




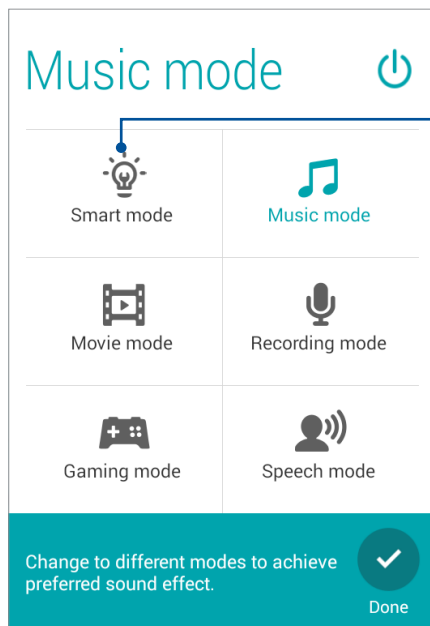
Audio Wizard

AudioWizard allows you to customize the sound modes of your ASUS Tablet for a clearer audio output that fits actual usage scenarios.

Using Audio Wizard

To use AudioWizard:

1. Tap  > **ASUS** > **Audio Wizard**.
2. In the AudioWizard window, tap the sound mode you want to activate then tap **Done** to save and exit.



When enabled, the ASUS Tablet auto-switches to the best audio quality for the currently-running ASUS app


Splendid

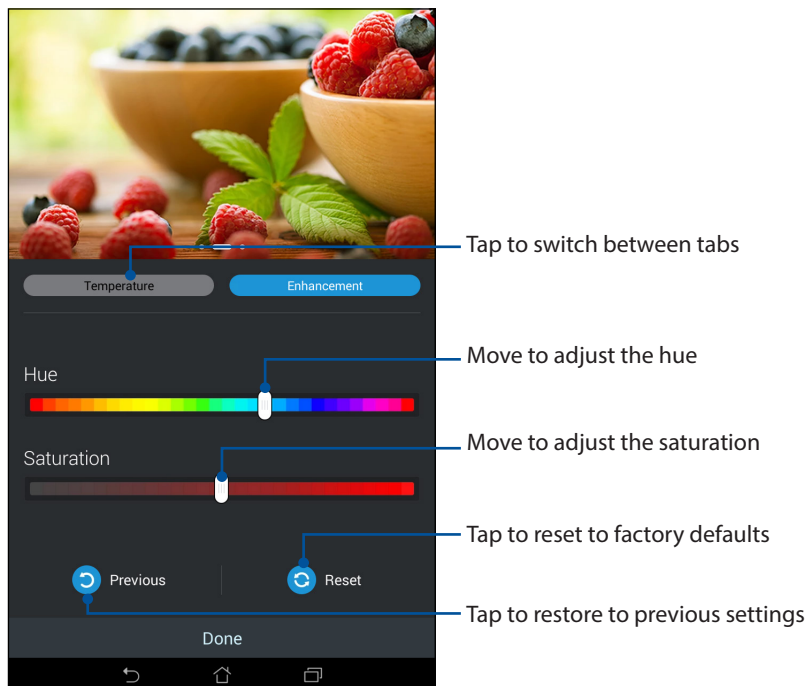
ASUS Splendid allows you to easily adjust the display settings. It enriches the color of your screen with these two ASUS Splendid modes: **Vivid Mode** and **Reading Mode**.

Vivid Mode

Enable the Vivid Mode and customize the image settings such as color temperature, hue, and saturation.

1. From your Home screen, do either of the following to launch ASUS Splendid:


- Tap **Asus** > **Splendid**.
- Tap  > **Splendid**.

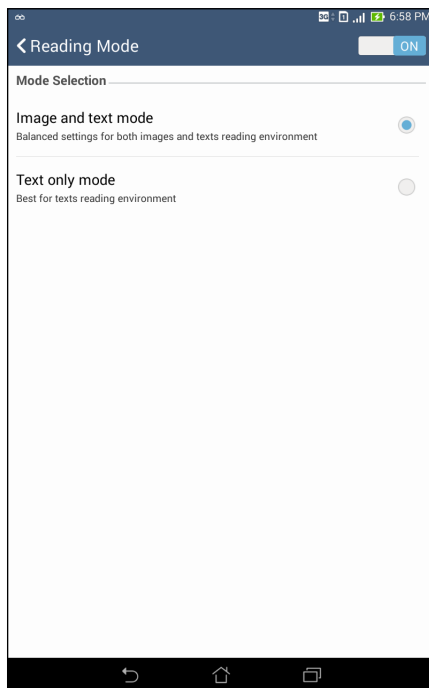


2. Adjust the screen color temperature and contrast through the **Temperature** and **Enhancement** tabs.
3. Tap **Done** to apply the changes.

Reading Mode

Turn on the Reading Mode to automatically optimize the color of the screen for a more comfortable reading experience.

1. From your Home screen, do any of the following to launch the Reading Mode screen:
 - Tap **Reading mode** from the Quick settings panel.
 - Tap  > **Settings** > **Display** > **Reading mode**.
2. From the Reading Mode screen, move the slider to **ON**, then select any of these modes: **Image and text mode**, and **Text only mode**.




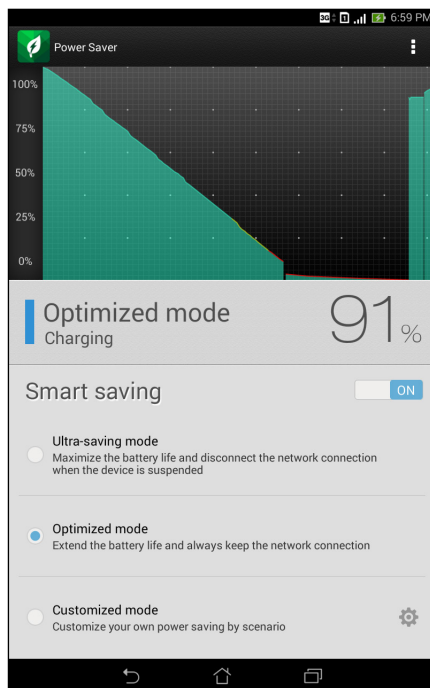
Power Saver

Fully maximize or extend the power of your ASUS Tablet even when it is idle or while it stays connected to your network. Smartly customize the power settings for your frequent activities such as reading emails or watching videos.

Setting up Power Saver

Maximize, optimize, or customize the power of your ASUS Tablet with some smart power saving options.


1. Do any of the following to launch Power Saver:
 - Swipe down from the upper right corner to launch the Quick Settings panel, then tap **Smart saving**.
 - Tap  > **Power Saver**.
2. Slide Smart saving to **ON**.



3. Select any of these modes:
 - **Ultra-saving mode:** Disconnects the network connection when your ASUS Tablet is idle to fully maximize its battery life.
 - **Optimized mode:** Extends the battery life while your ASUS Tablet stays connected to your network.
 - **Customized mode:** Allows you to set up the power settings for your frequent activities.

Customizing Power Saver


Set the brightness level for your frequent activities such as reading emails or ebooks, watching videos, browsing websites, and listening to music. You can also enable the power saving function for some apps or enable the auto-disconnection of your network when your ASUS Tablet is asleep.

1. From **Power Saver**, tick **Customized mode**, then tap .
2. Tick an activity, then set the brightness level in percentage.
3. If you want to enable the auto-disconnection of your network, tick **IM and other apps using push notification**. Your ASUS Tablet will automatically disconnect from your network when it is idle, and will resume the network connection when you wake up your ASUS Tablet.

Keeping your device up-to-date

Keep your ASUS Tablet in the loop of Android system updates and upgraded apps and features.

Updating your system


1. Tap  then tap **Settings**.
2. On the Settings screen, slide down to display other items then tap **About**.
3. Tap **AT&T Software Update**.

Storage

You can store data, apps, or files on your ASUS Tablet (internal storage), on an external storage, or on an online storage. You need an internet connection to transfer or download your files on an online storage. Use the bundled USB cable to copy files to or from the computer to your ASUS Tablet.

Backup and reset

Back up data, Wi-Fi passwords, and other settings to Google servers using your ASUS Tablet.


1. Tap  then tap **Settings > Backup and reset**.
2. From the Backup & reset window, you can:
 - **Backup my data:** This feature backs up your data, Wif-Fi passwords, and other settings to Google servers when enabled.
 - **Backup account:** Allows you to specify the account you to be associated when you save your backup.
 - **Automatic Restore:** This features facilitates restoration of backed up settings and data when you renintall an app.
 - **Factory data reset:** Erases all data on tablet.

Securing your ASUS Tablet

Use the security features of your ASUS Tablet to prevent unauthorized access of information.

Unlocking your screen

When the screen is locked, you can open it with the security unlocking options that the ASUS Tablet offers you.

1. Tap  then tap **Settings > Lock Screen**.
2. Tap **Screen lock** then select an option to unlock your ASUS Tablet.

NOTES:

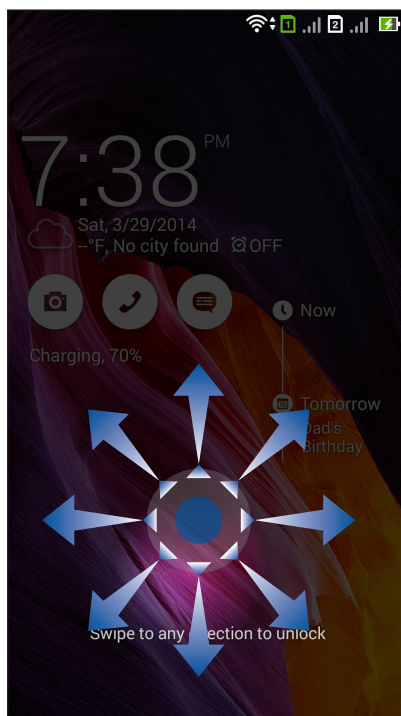
- Refer to section **Unlock screen options** for more information.
 - To deactivate the unlock screen option that you set, tap **None** on Choose screen lock screen.
-

Unlock screen options

Choose from these options to lock your ASUS Tablet.

Slide

Slide your finger to any direction to unlock your ASUS Tablet.



Face Unlock

Show your face on the black window of the lock screen to unlock your ASUS Tablet.

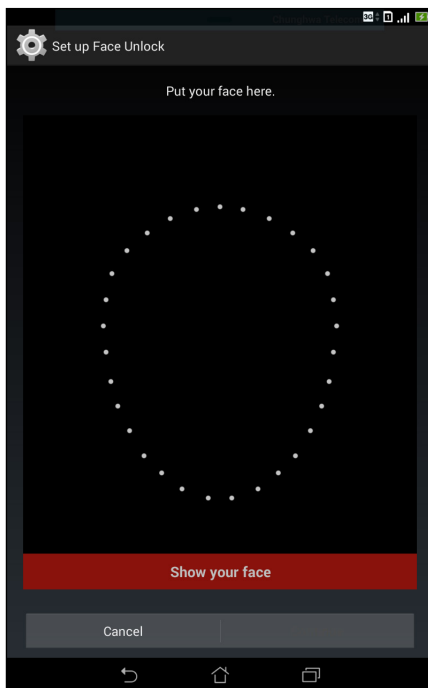
IMPORTANT!

- Face Unlock is less secure than a pattern, PIN, or password.
 - Someone who looks like you could unlock your ASUS Tablet.
 - The data used to identify your face is kept in your ASUS Tablet.
-

To set up Face Unlock:

1. From the Choose screen lock screen, tap **Face Unlock**.
2. Read the terms in using Face Unlock feature on your screen, then tap **Set it up**.
3. Read the instructions in setting up Face Unlock on your screen, then tap **Continue**.
4. Hold your ASUS Tablet at eye level and align your face on the outline of your screen to capture it.

NOTE: The green-dotted outline indicates that the ASUS Tablet has detected your face and in the process of capturing the image.



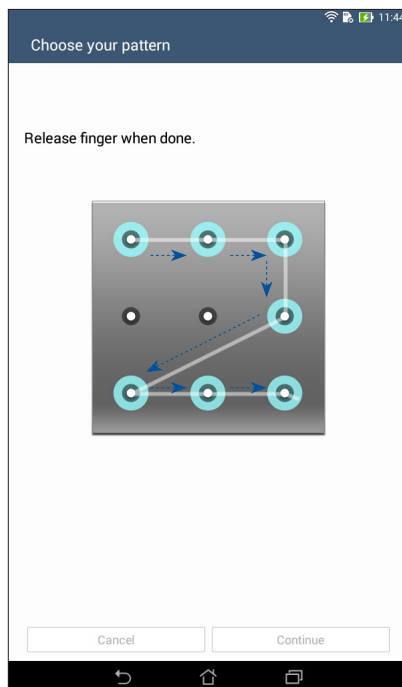
5. After your face has been captured, tap **Continue**.
6. If Face Unlock cannot recognize your face, you will be prompted to select a secondary option to unlock your ASUS Tablet. Select **Pattern** if you want to unlock your ASUS Tablet by a pattern, or **PIN** to unlock it by keying in your PIN then follow the succeeding onscreen instructions.

IMPORTANT! Ensure to remember the PIN or pattern that you created to unlock your device.

7. After you finished Face Unlock setup, tap **OK**.

Pattern

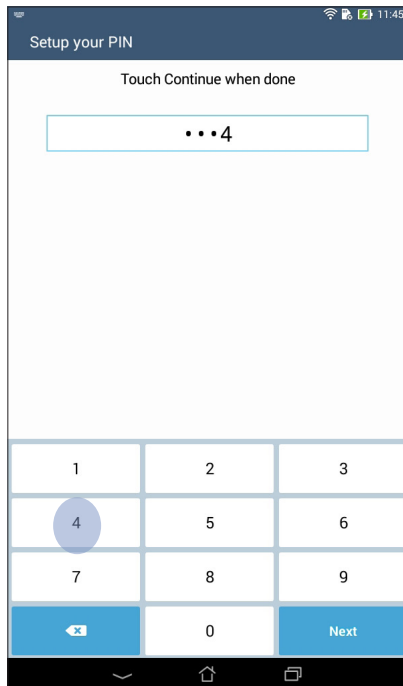
Slide your finger on the dots and create a pattern.



IMPORTANT! You can create a pattern with a minimum of four dots. Ensure to remember the pattern that you created to unlock your device.

PIN

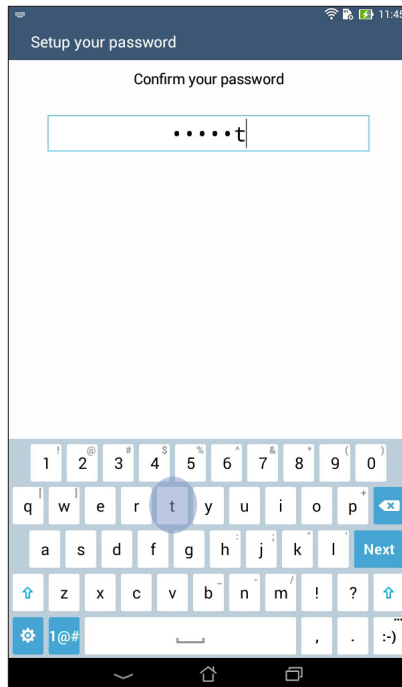
Key in at least four numbers to set a PIN.



IMPORTANT! Ensure to remember the PIN that you created to unlock your device.

Password

Key in at least four characters to create a password.



IMPORTANT! Ensure to remember the password that you created to unlock your device.

Configuring the other screen security features

Aside from the mode of screen lock, you can also do the following on the Screen security window:


- **Quick Access:** Slide the Quick Access switch to **ON** to launch apps on the lock screen.
- **What's Next widget:** Slide the What's Next Widget switch to **ON** to show the said widget on the lock screen.
- **Instant camera:** Slide the Instant camera switch to **ON** to launch the Camera app even if your ASUS Tablet is in idle mode by pressing the volume button twice.
- **Owner info:** Tap this to edit and key in the information that you want to appear even when your screen is locked.

Setting your ASUS Tablet identity

Know your ASUS Tablet's identity such as serial number, IMEI (International Mobile Equipment Identity) number, or model number.

This is important, as when you may lose your ASUS Tablet, you can contact your mobile carrier and provide the information to blacklist the unauthorized use of your ASUS Tablet.

To display your ASUS Tablet's identity:

1. Tap  > **Settings**.
2. On the Settings screen, slide down to display other items then tap **About**. The About screen displays the status, legal information, model number, operating system version, hardware, and software information of your ASUS Tablet.
3. To see the serial number, SIM contact number, and IMEI of your ASUS Tablet, tap **Status**.

Manufacturer:	ASUSTeK Computer Inc.
Address:	4F, No.150, LI-TE RD., PEITOU, TAIPEI 112, TAIWAN
Authorised representative in Europe:	ASUS Computer GmbH
Address:	HARKORT STR. 21-23, 40880 RATINGEN, GERMANY