

# HUAWEI Y5

## User Guide



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# Foreword

Please read this guide carefully before you start using the phone.

All pictures and illustrations in this document are for your reference only. The actual product may vary.

Features in this guide are for your reference only. Some features may not be supported by all phones.

## Symbols and definitions

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Note

Highlights important information and tips, and provides additional information.

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Caution

Indicates potential problems that may arise, such as device damage or data loss, if proper care or attention is not given.



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# First-class functions



## Safe

The Safe function helps you keep your important files and privacy protected.




### Enabling the Safe

1. On the home screen, touch .
2. Under **Categories** or **Local**, touch .
3. Touch **Enable**.
4. Follow the onscreen instructions to enter passwords and answers to security questions, and then touch **Done**.

### Adding files to the Safe

1. On the home screen, touch .
2. Under **Categories** or **Local**, touch .
3. Enter the password, and touch **Done**.
4. Touch **Add**.
5. Follow the onscreen instructions and select files you want to add to the Safe.
6. Touch **ADD** to add the selected files to the Safe.

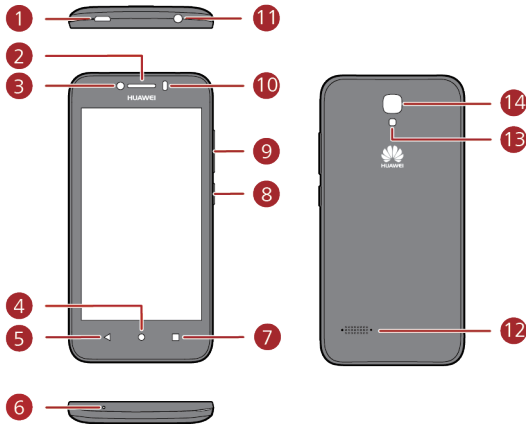
## Launching the camera from gallery

1. On the home screen, touch .
2. Flick down from the **Photos** screen to display the viewfinder in half screen mode and flick down again to open the camera.
3. Touch  to take a photo.
4. Touch  to return to Gallery.

# Getting started

## Your phone at a glance

HUAWEI Y560-L02&L03&L23&U03&U23:



HUAWEI Y560-L01:




1 Charge/Data port

9 Volume key





2 Earpiece

10 Ambient light sensor/Proximity sensor

3	Front camera	11	Headset jack
4	Home	12	Speaker
5	Back	13	Camera flash
6	Microphone	14	Rear camera
7	Menu	15	Noise reduction microphone (Only partial areas and carriers are supported)
8	Power key		

 Do not block the area around the ambient light and proximity sensor. When you attach a protective film to the screen, make sure it does not block the sensor.



## Key functions at your fingertips

	<ul style="list-style-type: none"> <li>• Press and hold to power on your mobile phone.</li> <li>• Press to lock the screen when your mobile phone is active.</li> </ul>
	<ul style="list-style-type: none"> <li>• Touch to return to the previous screen or exit the application you are running.</li> <li>• Touch to hide the keyboard.</li> </ul>
	<ul style="list-style-type: none"> <li>• Touch to return to the home screen.</li> <li>• Touch and hold to open search bar.</li> </ul>
	Touch to display the list of recently used applications.

## Locking and unlocking the screen

### Locking the screen

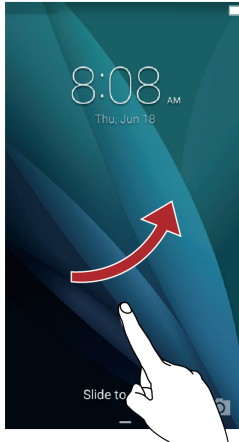
- Method 1: Press the power button to manually lock the screen.
- Method 2: After being idle for a specified period of time, your phone automatically locks its screen.

 To set the screen lock method, touch  on the home screen, touch **Screen lock & passwords** > **Screen lock**.



## Unlocking the screen


When the screen is off, press the power button to turn it on. Slide your finger towards any direction to unlock the screen.




## Dual-card settings

### Enabling or disabling a SIM card


You can install two SIM cards on your phone and use one or both of them at the same time. When you do not need to use a SIM card, disable it.

1. On the home screen, touch .
2. Under **All**, touch **SIM cards**.
3. Then enable or disable a SIM card.


 The settings displayed may vary according to your service provider and phone model.

### Setting the default SIM card for data services


You can set a default SIM card for data services.

1. On the home screen, touch .
2. Under **All**, touch **SIM cards**.
3. Touch **Default primary SIM card**, and select the SIM card you want to set as the default card.


4. Touch **OK**.


 The settings displayed may vary according to your service provider and phone model.

## Connecting to a Wi-Fi network

1. Flick down from the status bar to open the notification panel.
2. Under **Shortcuts**, touch and hold  to display the Wi-Fi settings screen.
3. Touch the Wi-Fi switch to turn on Wi-Fi. Your phone then scans for available Wi-Fi networks and displays them.
4. Touch the Wi-Fi network you want to connect to. If the Wi-Fi network is encrypted, enter the password when prompted.

## Turning on mobile data

1. Flick down from the status bar to open the notification panel.
2. Under **Shortcuts**, touch  to turn on mobile data.

 When you don't need to access the internet, turn off mobile data to save battery power and reduce data usage.

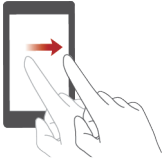
## Touchscreen gestures



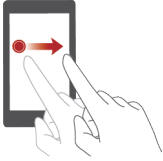
**Touch:** Tap an item once. For example touch an application to select or open it.



**Touch and hold:** Touch and leave your finger on the screen for 2 seconds or more. For example, touch and hold a blank area on the home screen to enter editing mode.



**Flick:** Move your finger vertically or horizontally across the screen. For example, you can flick left or right under **Notifications** of the notification panel to dismiss a notification. Flick vertically or horizontally to go to other home screens, scroll through a document, and more.



**Drag:** Touch and hold an item and then move it to another position. You can rearrange applications and widgets on the home screen this way.















**Spread apart and pinch together:** Spread two fingers apart to zoom in, and pinch them together to zoom out on a map, web page, or picture.

## Status icons

Status icons may vary according to your region or service provider.

	Signal strength		No signal
	GPRS network connected		Enhanced Data Rates for GSM Evolution (EDGE) network connected
	3G network connected		4G network connected (for Y560-L01&L02&L03&L23)
	Evolved High-Speed Packet Access (HSPA+) network connected		High Speed Packet Access (HSPA) network connected
	Bluetooth on		Alarm enabled
	Vibration mode		Airplane mode
	Ringer silenced		Preparing microSD card
	Charging battery		Battery full
	Battery extremely low		Call in progress
	Missed call		New email

	New text or multimedia message		Screenshot captured
	Problem with text or multimedia message delivery		USB debugging connected
	Uploading		Downloading
	Phone storage space is getting low		Sign-in or synchronization problem
	Wi-Fi network available		Connected to a Wi-Fi network
	Portable Wi-Fi hotspot on		USB tethering on

## Home

Your home screens are where you can find your favorite widgets and all your applications. We did away with the application list to give you a more convenient and direct path to your applications.



- 
- 1 Status bar: displays notifications and icons. Flick down from the status bar to open the notification panel.

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  - 2 Display area: displays application icons, folders, and widgets.

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  - 3 Screen position indicator: shows the current screen's position.

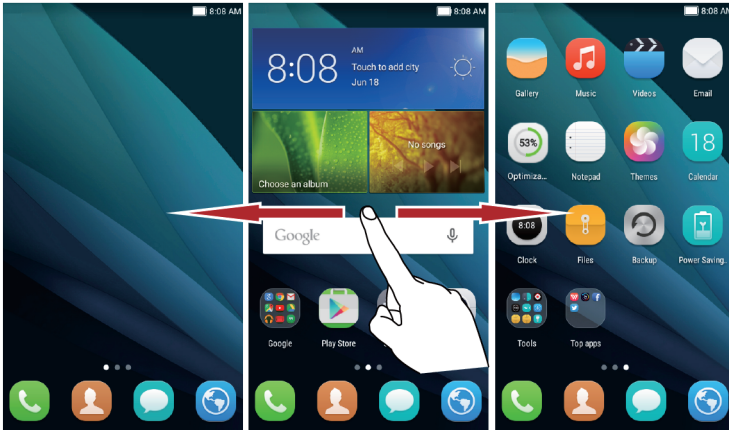
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  - 4 Dock: displays frequently used applications.

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## Switching between home screens

Running out of space on the home screen? Not to worry. Your phone lets you create additional home screens.




## Auto-rotate screen

If you rotate your phone when browsing a web page or viewing a photo, your screen automatically changes between landscape and portrait views. Additionally, this feature allows you to enjoy tilt sensor-based applications, such as racing games.


1. Flick down from the status bar to open the notification panel.
2. Under **Shortcuts**, touch **Auto rotation** to enable or disable the auto-rotate screen function.

## Taking a screenshot

Want to share an interesting scene in a movie or show off your new high score in a game? Take a screenshot and share away.




Press the power and volume down buttons simultaneously to take a screenshot. Then, open the notification panel, touch  to share the screenshot. By default, screenshots are saved to the **Screenshots** folder in **Gallery > Albums**.



You can also open the notification panel and touch  under **Shortcuts** to take a screenshot.




## Organizing applications and widgets on the home screen

The following operations allow you to organize your application, widget, or folder:

- **Adding a widget:** On the home screen, touch and hold a blank area to display the **Widgets** option menu. Select a widget and drag it to the home screen.
-  If the home screen doesn't have enough space, your phone will automatically create a new home screen to the right of the original and place the widget on the new home screen. You can have nine home screens at most.
- **Moving an application or widget:** On the home screen, touch and hold an application icon or widget until your phone vibrates to enter editing mode. You can then drag an application or widget to any fitting blank space.
- **Deleting an application or widget:** On the home screen, touch and hold the application icon or widget you want to delete until  is displayed. Drag the unwanted application icon or widget to .
- **Creating a folder:** On the home screen, drag one application on top another application to create a folder containing both applications.

## Managing home screens

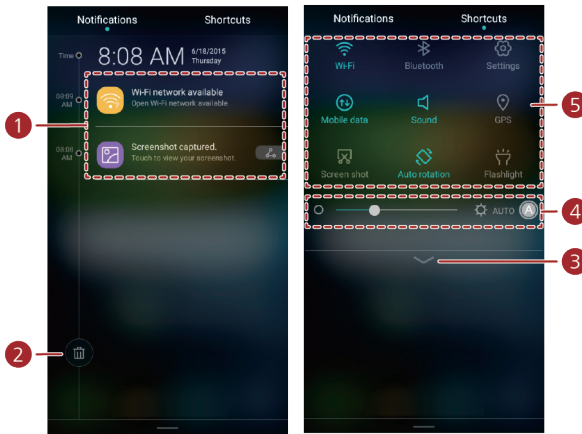
On the home screen, pinch two fingers together or touch and hold a blank area to display screen thumbnails.

- **Setting default home screen:** Touch  at the top of the screen and set the current screen as the default home screen.
- **Moving a home screen:** Touch and hold a home screen until the screen is highlighted, and drag the home screen to the desired position.
- **Adding a home screen:** Touch  to add a home screen.
- **Deleting a home screen:** Touch  to delete a blank home screen.

## Notification


### Notification panel

Flick down from the status bar to open the notification panel. Flick left or right to switch between the notifications and shortcuts tabs.




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- 1 Touch to view the notification details and flick left or right across a notification to dismiss it.

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  - 2 Touch  to delete all notifications.

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  - 3 Touch  to expand or collapse the shortcut switches.

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  - 4 Touch to enable or disable automatic brightness.

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  - 5 Touch the shortcut switches on the notification panel to turn on or off the functions.

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## Accessing applications


### Starting applications and switching between them

On the home screen, touch an application icon to open it.

To switch to another application, touch  to return to the home screen, and touch the icon of the application you want to open.

### Viewing recently used applications


Touch  to display the list of recently used applications. You can then:

- Touch an application's thumbnail to open it.
- Flick left or right on an application thumbnail to close it.
- Touch  to close all the applications in the list.

# Personalizing your phone

## Changing the home screen style

Your phone supports the standard and simple home screen styles.

1. On the home screen, touch .
2. Under **All**, touch **Home screen style**.
3. Touch **Simple** and touch .




Touch **Standard home** to switch from simple home screen to standard home screen.

## Changing the wallpaper

1. Touch and hold a blank area on the home screen to enter editing mode.
2. Touch **Wallpapers**.
3. On the **Wallpapers** screen, you can:
  - Touch **Lock screen wallpaper** to set the wallpaper displayed on the phone lock screen.
  - Touch **Home screen wallpaper** to set the home screen wallpaper.
  - Touch the **Random change** switch to have the home screen wallpaper changed automatically at periodic intervals.

## Setting the ringtone


1. On the home screen, touch .
2. Under **All**, touch **Sound**.
3. Touch **Phone ringtone** or **Default notification ringtone**, and choose either of the following tabs:
  - **Ringtone**: Choose from the default selection.
  - **Music**: Choose from the audio files you have saved to your phone.



If your phone supports dual cards, you can set a ringtone for each card.

4. Touch .


## Changing the font size

1. On the home screen, touch .
2. Under **All**, touch **Display**.
3. Touch **Font size** and select a font size.





## Texting

Your phone comes with multiple text input methods. You can quickly enter text using the onscreen keyboard.

- Touch a text box to bring up the onscreen keyboard.
- To hide the onscreen keyboard, touch .

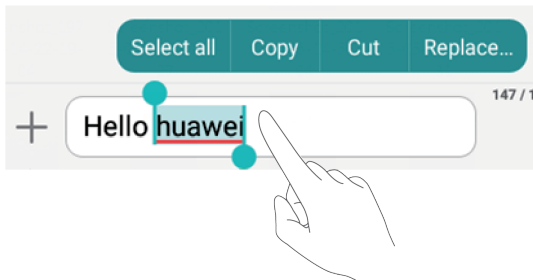
### Selecting an input method




1. On the text input screen, flick down from the status bar to open the notification panel.
2. Under **Notifications**, touch **Change keyboard**.
3. Select a keyboard.


 To change your phone's default input method, touch  on the home screen. Under **All**, touch **Language & input > Current Keyboard** to select an input method.

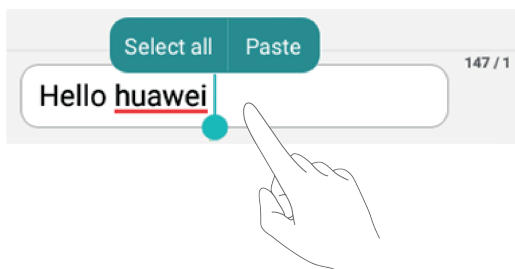
### Editing text

You can select, cut, copy, and paste text on your phone.



- **Select text:** Touch and hold the text to bring up . Then drag  and  to select more or less text, or touch **Select all** to select all text in the text box.
- **Copy text:** Select text and touch **Copy**.
- **Cut text:** Select text and touch **Cut**.
- **Replace...:** Select text and touch **Replace...**

- **Paste text:** Touch where you want to insert the text, drag  to move the insertion point, and touch **Paste** to paste the text you copied or cut.





# Calls and contacts


## Making a call

### Smart dialing


Smart dialing lets you quickly find contacts by entering parts of their names or numbers.

1. On the home screen, touch .
2. Under **Dialer**, enter the initials or first few letters of a contact's name, or part of the contact's phone number. Matching contacts in your phone and phone numbers in your call log are then displayed in a list.
3. From the list, select the contact you want to call. If your phone supports dual cards, touch **SIM1** or **SIM2** to make a call.
4. To end the call, touch .

### Making a call from contacts

1. On the home screen, touch .
2. Under **Contacts**, touch the contact you want to call.
3. Touch the contact number. If your phone supports dual cards, touch **SIM1** or **SIM2** to make a call.


### Making a call from the call log

1. On the home screen, touch .
2. Under **Dialer**, from the call log, touch the contact or number you want to call. If your phone supports dual cards, touch **SIM1** or **SIM2** to make a call.




## Making an emergency call


In the event of an emergency, you will still be able to make emergency calls without the use of a SIM card. However, you must still be in the coverage area.

1. On the home screen, touch .
2. Under **Dialer**, enter your local emergency number, and then touch .

 Emergency calls are subject to cellular network quality, use environment, service provider policies, and local laws and regulations. Never rely solely on your phone for critical communications when emergencies occur.





## Speed-dialing

1. On the home screen, touch .
2. Under **Dialer**, touch  > **Speed dial setting**.
3. Touch  to set or update speed dial number.

 The number key **1** is the default key for voicemail. You can't set it as a speed-dial number.

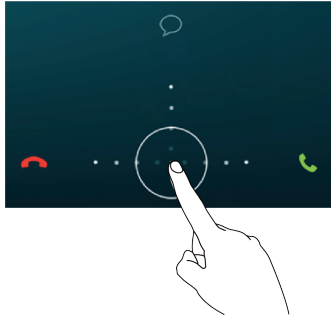
4. On the dialer, touch and hold the number key assigned to a contact to quickly call the contact. If your phone supports dual cards, touch **SIM1** or **SIM2** to quickly call the contact.




## Making an international call

1. On the home screen, touch .
2. Under **Dialer**, touch and hold **0** to enter **+**.
3. Enter the country or region code, area code, and phone number in sequence.
4. Touch . If your phone supports dual cards, touch  or .

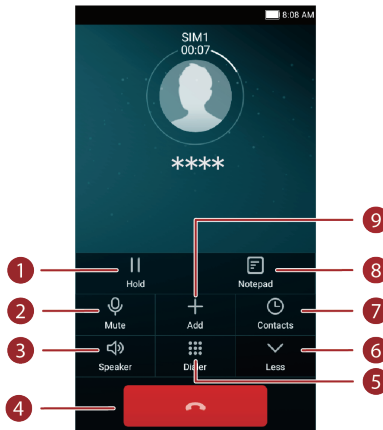
## Answering or rejecting a call




**i** When a call comes in, you can press the volume button to mute the ringtone.











- Drag  right to answer the call.
- Drag  left to reject the call.
- Drag  up to reject the call and send the caller a message.

## What you can do during a call




- 
- 1** Touch  to place the current call on hold, and then touch  again to resume the call.
  - 2** Touch  to mute or unmute the microphone.
-

3	Touch  to use the speaker.
4	Touch  to end the call.
5	Touch  to display the dialer.
6	Touch  to hide the first row.
7	Touch  to display your contacts.
8	Touch  to write a note.
9	Touch  to start a three-way call. Before you use three-way calling, make sure you have subscribed to this service. For details, contact your service provider.

 To return to the call screen, flick down from the status bar to open the notification panel, and then touch **Ongoing call**.

## Answering a third-party call


Before you answer a third-party call, make sure that you have turned on call waiting.




1. If a call comes in when you are already in another call, drag  right to answer the new call and place the first call on hold.
2. To switch between the two calls, please touch the phone number to switch.

## Making a conference call

Making conference calls with your friends, family, and co-workers is easy with your phone.

Call one number (or receive a call), and then call another number to add it to the conference call.




 Before you make conference calls, make sure that you have subscribed to this service. For details, contact your service provider.

1. Call the first participant.
2. When the call is connected, touch  to call the second participant. The first participant will be placed on hold.
3. When the second call is connected, touch  to start a conference call.
4. To add more people to the call, repeat steps 2 and 3.
5. Touch  to end the call.



## Using the call log

Records of all outgoing, incoming, and missed calls are stored in your call log.

### Adding a contact from the call log

1. On the home screen, touch .
2. Under **Dialer**, touch  beside the number you want to add.
3. Touch .



### Deleting call records

1. On the home screen, touch .
2. Under **Dialer**, you can:
  - Touch and hold a contact name or phone number, and then touch **Delete call logs** to delete the call record.
  - Touch  > **Clear call log** to delete multiple records simultaneously.

## Call settings



### Enabling call forwarding

Too busy to answer all your calls with one phone? Forward them to another number and never miss an important call again.

1. On the home screen, touch .
2. Under **Dialer**, touch  > **Call settings**.
3. Touch **Call forwarding**. If your phone supports dual cards, touch **SIM Settings** > **SIM1** or **SIM2** and then **Call forwarding**.
4. Select a forwarding mode.
5. Enter the phone number to which you want to forward calls, and touch **Enable**.

### Enabling call waiting




The call waiting function lets you answer another incoming call when you are already busy in a call and switch between the two calls.

1. On the home screen, touch .
2. Under **Dialer**, touch  > **Call settings**.



3. Touch **Additional settings**. If your phone supports dual cards, touch **SIM Settings > SIM1** or **SIM2** and then **Additional settings**.
4. Touch **Call waiting** to enable this function.

## Managing contacts



### Creating a contact

1. On the home screen, touch .
2. Touch .
3. Touch the save location you want for the contact in the drop-down list box.
4. Enter the contact name, phone number, and other details.
5. Touch .

### Editing a contact

1. On the home screen, touch .
2. Touch the contact you want to edit, and then touch **Edit**.
3. Edit the contact information.
4. Touch .

### Deleting a contact

1. On the home screen, touch .
2. Touch  > **Delete contacts**.
3. Touch the contacts you want to delete or touch **Select all** to select all contacts.
4. Touch **Delete Contacts**.
5. Touch **OK**.

## Searching for a contact



1. On the home screen, touch .
2. Enter the contact name or initials. Matching contacts are displayed as you type.





## Importing or exporting contacts

Your phone supports contact files in .vcf format only. This is a standard contact file format. Contact names, addresses, phone numbers, and other information can be saved in .vcf files.



### Importing contacts from a storage device

1. On the home screen, touch .
2. Touch  > **Import/export** > **Import from storage**.
3. Select one or more .vcf files, and then touch **OK**.

### Importing contacts from a SIM card



1. On the home screen, touch .
2. Touch  > **Import/export** > **Import from SIM Card**. If your phone support dual cards, you can select which card you want to export your contacts to.
3. Touch the contacts you want to import or touch **Select all** to select all contacts, and then touch **Copy**.
4. Your phone will automatically import the contacts.

### Exporting contacts to a storage device

1. On the home screen, touch .
2. Touch  > **Import/export** > **Export to storage**.
3. Touch **OK**.



To view the .vcf file you just exported, touch **Files** > **Local** > **Internal storage** > **backup**.

### Exporting contacts to a SIM card

1. On the home screen, touch .
2. Touch  > **Import/export** > **Export to SIM Card**. If your phone support dual cards, you can select which card you want to export your contacts to.
3. Touch the contacts you want to import or touch **Select all** to select all contacts, and then touch **Copy**.
4. Touch **OK**.

### Sharing a contact





1. On the home screen, touch .

2. Touch  > **Import/export** > **Share visible contacts**.
3. Touch the contacts you want to share, or touch **Select all** to select all contacts.
4. Touch , select a sharing mode, and follow the onscreen instructions to share the contact.




## Contact groups

You can create a contact group and send a message or email to all group members simultaneously.

### Creating a contact group










1. On the home screen, touch  .
2. Touch **My groups** then  .
3. Name the group and touch  .
4. Touch  > **Add members**.
5. Select contacts you want to add to the group or touch **Select all** to select all contacts.
6. Touch **Add members**.

### Editing a contact group





1. On the home screen, touch  .
2. Touch **My groups** and select the group you want to edit.
3. Touch  to edit the group name.
4. Touch  . You can then:
  - Touch **Delete** and delete the group.
  - Touch **Move members** and move a member to other groups.
  - Touch **Add members** and add a new member to the group.
  - Touch **Remove members** and delete a member from the group.
  - Touch **SMS group** to send a message.
  - touch **Email group** to send an email.

# Messaging and email

## Sending a text message





1. On the home screen, touch .
2. In the message list, touch .
3. Touch the recipient text box and enter the contact name or phone number. You can also touch  or  to enter the contact list screen and choose a contact or contact group.
4. Touch the text field to write your message.
-  Touch  to select an attachment type and then select the attachment you want to add. The message will automatically turn into a multimedia message.
5. Touch . If your phone supports dual cards, touch  or .

## Replying to a message


1. On the home screen, touch .
2. In the list of message threads, touch a contact name or phone number to view the conversation thread.
3. Touch the text field to write your reply.
4. Touch . If your phone supports dual cards, touch  or .

## Managing messages



### Forwarding a message

1. On the home screen, touch .
2. In the list of message threads, touch a contact name or phone number to view the conversation thread.
3. Touch and hold the message you want to forward, and touch **Forward**.
4. Touch the recipient text box and enter the contact name or phone number.
5. Touch . If your phone supports dual cards, touch  or .

## Deleting a message

1. On the home screen, touch .
2. In the list of message threads, touch a contact name or phone number to view the conversation thread.
3. Touch and hold the message you want to delete, and touch **Delete**.


## Deleting a thread

1. On the home screen, touch .
2. From the message list, touch and hold the thread you want to delete, and touch .
3. Touch **Delete**.


## Adding an email account

### Adding a POP3 or IMAP email account

Certain parameters must be set when you add a POP3 or IMAP email account. For details, contact your email service provider.

1. On the home screen, touch .
2. Touch **Others**.
3. Enter your email address, and touch **NEXT**.
4. Enter your password, and touch **NEXT**.
5. Follow the onscreen instructions to configure the email settings. The system then automatically connects to the server and checks server settings.

When the email account is set up, the **Inbox** screen is displayed.

-  To add more email accounts, touch  > **Settings** > **Add account** on the Inbox screen.

### Adding an Exchange account








Exchange is an email system developed by Microsoft to implement communication inside an enterprise. Some email service providers also provide Exchange accounts for individuals and families. Certain parameters must be set when you add an Exchange email account. For details, contact your email service provider.

1. On the home screen, touch .








2. Touch **Exchange**.
3. Enter your **Email address** and **Username**, and touch **Next**.
4. Follow the onscreen instructions to configure the email settings. The system then automatically connects to the server and checks server settings.

When the Exchange account is set up, the **Inbox** screen is displayed.

## Sending an email

1. On the home screen, touch .
  2. Touch .
  3. Touch  to choose an email account.
  4. Enter one or more recipients.
-  To send the email to multiple recipients, touch  > **Cc** or **Bcc**.
5. Enter your email subject and contents and touch  to add an attachment.
  6. Touch .



## Checking your emails

1. On the home screen, touch .
  2. On the **Inbox** screen, touch  to select an email account.
  3. Touch and hold the mail you want to delete, touch  to delete it.
  4. Touch the email you want to read. You can then:
    - Touch  to reply to it.
    - Touch  to reply to all.
    - Touch  to forward it.
    - Flick left or right on the screen to read the previous or next email.
-  Mail retrieval may be slightly delayed, depending on the network condition. Flick down from the **Inbox** to refresh your email list.



## Setting up an account

### Switching between email accounts

If you have logged into multiple email accounts on your phone, switch to the one you want to use before you view or send emails.



1. On the home screen, touch .
2. On the **Inbox** screen, touch  to open the account list.
3. Touch the email account you want to use.

### Removing an email account

1. On the home screen, touch .
2. On the **Inbox** screen, touch  > **Settings**.
3. Select the account you want to remove.
4. Touch **Remove account** then **OK**.

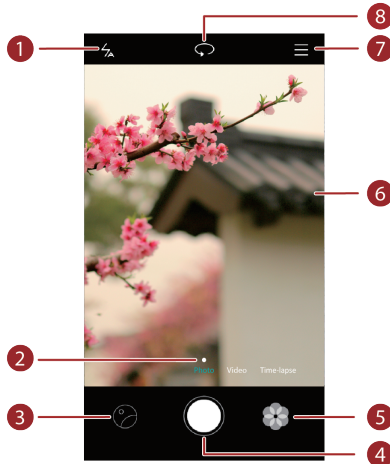
After you remove an email account, your phone will no longer send or receive emails using that account.

### Personalizing your email account


1. On the home screen, touch .
2. On the **Inbox** screen, touch  > **Settings**. You can then:
  - Touch **General settings** to set the sender photo and the screen displayed after you delete an email.
  - Touch an email account to modify your signature, set how often the inbox is refreshed, and set the notification tone for new emails.

# Camera and gallery

## Capture screen



---


1 Touch  to set the flash mode.


---

2 Flick left or right to switch the capture mode.

---

3 Touch  to view your photos and videos.

- Touch  to take your photo.

- Touch and hold  to take burst shots, and release your finger to stop.

---

5 Touch  to switch the filter.

- Touch an object on the viewfinder to focus the camera on it.

- Spread two fingers apart to zoom in or pinch them together to zoom out.

---




7 Touch  for more options.

---





8 Touch  to switch between the rear and front cameras.

---





## Taking a photo

1. On the home screen, touch .
  2. Frame the scene you want to capture. Your phone will automatically determine a focus point. You can also touch a point on the screen to focus the camera on it.
-  If the frame turns red, the camera was unable to focus. Adjust the frame until the camera is able to focus.
3. Touch .

## Capture mode




-  Capture mode may vary according to phone models.
- **Time-lapse:** Seize the time that's gone. Play a series of photos in the form of video playback, then time appears to be moving faster.
  - **Panorama:** Widen the photo frame.
  - **HDR:** Improve photos taken under insufficient or excessive light conditions.
  - **Watermark:** Add various watermarks on your photos.
  - **Audio note:** Record a brief audio clip after you take a photo.
  - **Audio control:** Touch  and enable this under **Settings**. You can use voice input to control your camera.
  - **Timer:** Touch  and enable this under **Settings** to set a timer for taking a photo.
  - **Ultra snapshot:** Touch  and enable this under **Settings**. When your screen is off or locked, align your phone with the object you want to capture and press the volume down key twice consecutively. Your phone will automatically take a photo.

## Taking a panorama photo




1. On the home screen, touch .
2. Touch  > **Panorama** to switch to panorama mode.
3. Touch  to start shooting.
4. Follow the onscreen instructions and move your phone slowly to capture multiple photos.
5. Touch  to stop shooting. The camera automatically stitches the photos together to create one panorama photo.








## Taking a photo with a watermark

1. On the home screen, touch .
2. Touch  > **Watermark** to switch to watermark mode.
3. Flick left or right to add the watermark you like.
4. Drag the watermark to adjust its position.
5. Touch .

## Taking a photo using audio control



1. On the home screen, touch .
2. Touch  >  > **Audio control**.
3. Touch **Audio control** to switch to audio control mode.
4. Frame the scene you want to capture. Your phone will take a photo when the surrounding sounds reaches a certain decibel level.

## Shooting a video

1. On the home screen, touch .
2. Flick left or right to shift to **Video** mode.
3. Touch  to start video shooting.
4. When recording, touch  to pause the recording, and touch  to continue.
5. To end the recording, touch .

## Camera settings


On the capture screen, touch  >  to configure the following settings:

- **Resolution:** Set the camera resolution. To change the video resolution, on the video shooting screen, touch  >  > **Resolution**.
- **GPS tag:** Display the location where the photo or the video was taken.
- **Preferred save location:** Set the default save location for your photos and videos. Internal storage or microSD card.
- **ISO:** Set a photo's ISO. Increasing the ISO can reduce blurring caused by dark conditions or movement.
- **White balance:** Adjust a photo's white balance according to the sunlight conditions.



- **Image adjustment:** Adjust a photo's exposure compensation, saturation, contrast and brightness.

## Gallery

### Displaying photos in timeline mode








1. On the home screen, touch .
2. Touch **Albums** or **Photos** at the top of your screen to display your photos in list or timeline mode.

### Playing a slideshow



1. On the home screen, touch .
2. View the album in timeline mode and touch  > **Slideshow**.
3. Touch the screen to stop the slideshow.

### Editing a photo

You can adjust the photo brightness, saturation, and size in the photo.


1. On the home screen, touch .
2. Touch the photo you want to edit, and touch .
3. You can:
  - Touch  to rotate the picture.
  - Touch  to crop the picture.
  - Touch  to select a filter.
  - Touch  to adjust the saturation, color, and more.
  - Touch  to add the mosaic.


### Deleting a photo

1. On the home screen, touch .
2. Touch the photo you want to delete, and touch  > **Delete**.



### Sharing a photo or video

You can share your photos or videos in various way.

1. On the home screen, touch .


2. Touch the photo or video you want to share.
3. Touch , choose a sharing method, and follow the onscreen instructions to share your photo or video.

## Setting a photo as the wallpaper

1. On the home screen, touch .
2. Choose the photo you want to set as the wallpaper.
3. Touch  > **Set as** and follow the onscreen instructions to set the photo as the wallpaper.





# Music and video

## Listening to music


1. On the home screen, touch .
2. Select a category.
3. Touch the song you want to play.


Touch the playing song to enter the main playback interface.





- 
- Flick left or right to switch between the album cover, playlist, and lyrics.
- 1
- Touch this area, music volume adjustment and options menu will be displayed.
- 
- 2
- Touch + to add the playing song to a playlist.
- 
- 3
- Drag the slider to control the playback.
- 
- 4
- Touch ⇌ to change the play mode.
- 
- Touch  to play and touch  to pause.
  - Touch  to go back to the previous song.
  - Touch  to skip to the next song.
-

---



6 Touch  to add the playing song to your Favorites.

7 Touch  to manage this music.


---

-  When a song is playing, touch  to exit the playback screen without stopping the song. To return to the music playback screen, open the notification panel and touch the playing song.



## Creating a playlist

1. On the home screen, touch .
2. Touch **Playlists > Create new playlist**.
3. Name the playlist and touch **Save**.
4. In the displayed dialog box, touch **Add**.
5. Select the songs you want to add and touch .

## Playing a playlist



1. On the home screen, touch .
2. Touch **Playlists**.
3. Select the playlist you want to play and touch one of the songs in the playlist or play all songs one by one in shuffle playback.

## Deleting a playlist



1. On the home screen, touch .
2. Touch **Playlists**.
3. Touch  next to the playlist you want to delete and then touch **Delete**.

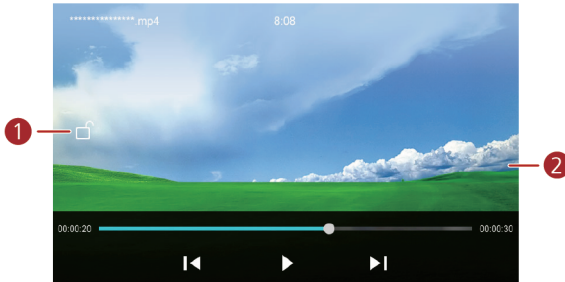
## Setting a song as the ringtone


Want to hear your favorite song whenever you receive a call? Just make it your ringtone.

1. On the home screen, touch .
2. Select a category.
3. On the song list screen, touch  next to the song and touch **Set as ringtone**.

## Playing a video

1. On the home screen, touch .
2. Touch the video you want to play.
3. To stop the video playback, touch .




- 
- 1** Touch  to lock the screen. After the screen is locked, you will not be able to perform any operations on the video playing interface.
- 

- 2**
- Flick left or right to forward or replay the video.
  - Flick up or down at the left side of the screen to adjust the screen brightness.
  - Flick up or down at the right side of the screen to adjust the volume.
-

# Network and sharing

## Turning on mobile data


1. On the home screen, touch  then **All**.
2. Under **Wireless & networks**, touch **More**.
3. Touch **Mobile networks**.
4. Touch the **Mobile Data** to enable your phone's mobile data service.



When you don't need to access the Internet, turn off mobile data to save battery power and reduce mobile data usage.

## Wi-Fi network



### Connecting to a Wi-Fi network

1. On the home screen, touch .
2. Touch **Wi-Fi**.
3. Touch the Wi-Fi switch to enable the Wi-Fi. Your phone then scans for available Wi-Fi networks and displays them.
4. Touch the Wi-Fi network you want to connect to.
  - If the Wi-Fi network is open, you will directly connect to it.
  - If the Wi-Fi network is encrypted, enter the key when prompted, and touch **Connect**.

### Connecting to a Wi-Fi network using WPS

Wi-Fi protected setup (WPS) lets you quickly connect to a Wi-Fi network.

Simply press the WPS button or enter the PIN to connect your phone to a Wi-Fi router that supports WPS.


1. On the home screen, touch .
2. Touch **Wi-Fi**.
3. Touch the Wi-Fi switch to enable the Wi-Fi.
4. Touch  > **Advanced**. You can then:
  - Touch **WPS Push Button** and press the WPS button on the Wi-Fi router.


- Touch **WPS Pin Entry** and enter the PIN generated from your phone on your router.

## Sharing your phone's mobile data connection

### Wi-Fi hotspot

Your phone can function as a Wi-Fi hotspot for other devices, sharing its mobile data connection.


1. On the home screen, touch  then the **All** tab.
2. Under **Wireless & networks**, touch **More**.
3. Touch **Tethering & portable hotspot**.
4. Touch **Portable Wi-Fi hotspot** to turn Wi-Fi hotspot on.
5. Touch **Portable Wi-Fi hotspot > Set up Wi-Fi hotspot**.
6. Set the Wi-Fi hotspot's name, encryption mode, and password. Then touch **Save**.


 It is recommended that you set the encryption mode to WPA2PSK to better secure the Wi-Fi network.

### USB tethering

You can share your phone's data connection with a computer using a USB cable.

To use USB tethering, you may need to install your phone's driver on the computer or establish a corresponding network connection, depending on your computer's operating system.

1. Use a USB cable to connect your phone to the computer.
2. On the home screen, touch  then the **All** tab.
3. Under **Wireless & networks**, touch **More**.
4. Touch **Tethering & portable hotspot**.
5. Touch **USB tethering** to share your mobile data connection.

 You cannot use your phone's USB tethering function when the phone is in USB storage mode.

### Bluetooth tethering

You can share your phone's mobile data connection with other devices using Bluetooth.



1. On the home screen, touch  then the **All** tab.
2. Under **Wireless & networks**, touch **More**.



3. Touch **Tethering & portable hotspot**.
4. Touch **Bluetooth tethering** to share your mobile data connection.

## Transferring data through Bluetooth



### Turning on Bluetooth and pairing your phone with another Bluetooth device

1. On the home screen, touch .
2. Under **All**, touch **Bluetooth**.
3. Touch  to turn on Bluetooth. Then your phone will automatically search for and display available Bluetooth devices.
4. Touch a device and follow the onscreen instructions to pair your phone with it.

To unpair the two devices, touch  next to the paired device, and touch **Unpair**.

### Renaming your phone

By default, your phone model is used as your phone name after Bluetooth is turned on. You can change the name to one that's more personal and easier to find.

1. On the home screen, touch .
2. Under **All**, touch **Bluetooth**.
3. Touch  > **Rename this device**.
4. Rename your phone and touch **Rename**.

### Sharing a file using Bluetooth

To exchange data with another Bluetooth device, turn on Bluetooth on both devices and make sure they are both discoverable.

Touch and hold the file you want to send and then touch **Share** > **Bluetooth** on the displayed window. Your phone will automatically search for and display available devices. Select a device to receive your file.

### Receiving a file using Bluetooth


When your phone receives a file transfer request, a file transfer dialog box will be displayed. Touch **ACCEPT** to start receiving the file. Open your notification panel and touch **Notifications** to check the file transfer progress.



By default, received files are saved to the **bluetooth** folder in **Files**.

## Transferring data using Wi-Fi Direct

Wi-Fi Direct allows two devices to connect to each other for data transfers without using any access point.

### Connecting two devices using Wi-Fi Direct

 Before you use Wi-Fi Direct to connect two devices, ensure that you have turned on the Wi-Fi network connection on both devices.

1. On the home screen, touch .
2. Under **All**, touch the **Wi-Fi**.
3. Touch the switch to enable the Wi-Fi.
4. Touch  > **Advanced** > **WiFi Direct** to scan for available devices.
5. Choose a device.

### Sending a file using Wi-Fi Direct

Touch and hold the file you want to send and then touch **Share** > **Wi-Fi Direct** on the displayed window. Your phone will automatically search for and display available devices. Select a device to receive your file.

### Receiving a file using Wi-Fi Direct

When a file comes in through Wi-Fi Direct, a file transfer dialog box will be displayed. Touch **Accept** to start receiving the file. Open your notification panel and touch **Notifications** to check the file transfer progress.

By default, received files are saved to the **Wi-Fi Direct** folder in **Files**.

## Transferring data between your phone and computer

### MTP mode

MTP mode lets you transfer media files, such as photos, songs, and videos, between your phone and a computer. Windows Media Player 11 or later is required.

1. Use a USB cable to connect your phone to the computer.

2. On the **USB computer connection** screen, choose **Media device (MTP)**. The phone driver is then automatically installed on the computer.

After the driver is installed, open the new drive and begin transferring media files between your phone and computer. Multimedia content on your phone can only be viewed through Windows Media Player.

## **Mount SD card mode**

If a microSD card is inserted into your phone, you can use your phone as a USB storage device and transfer files between your phone and a computer.

1. Use a USB cable to connect your phone to the computer.
2. On the **USB computer connection** screen, touch **Mount SD card**. The phone driver is then automatically installed on the computer.

The computer recognizes your phone as a USB storage device. Open the newly recognized drive to view files on your microSD card.

# Applications


## Managing applications


### Downloading applications

A wide selection of applications are available from a variety of sources. You can:



- Download applications from web pages using the browser on your phone.
- Download applications using a computer, and copy the applications to your phone.
- Connect the phone to a computer, and download applications using a third-party application download application.

### Installing an application

1. On the home screen, touch .
2. Under **Categories**, touch **Applications**.
3. In the application list, touch the application you want to install, and follow the onscreen instructions to install it.


-  During the installation, read **Unknown sources app** carefully when prompted and follow the subsequent onscreen instructions.

### Sharing an application


1. On the home screen, touch and hold the application you want to share until  is displayed at the top of the screen.
2. Drag the application to .
3. On the displayed screen, select a sharing method and follow the onscreen instructions to share the application.

-  System applications can't be shared.

### Uninstalling an application

1. On the home screen, touch and hold the icon of the application you want to uninstall until  is displayed at the top of the screen.

2. Drag the icon to  and follow the onscreen instructions to uninstall application.


 Some pre-installed applications can't be uninstalled.

## Backup

### Backing up data to local storage

1. On the home screen, touch **Backup**.
2. Touch **New backup**.
3. Select the data you want to back up, and follow the onscreen instructions to back it up.




By default, backup data are saved to the **HuaweiBackup** folder in **Files**.

 Backup files can be encrypted and password-protected. You need to enter a password to access encrypted backup files.


## Calendar

Calendar is your personal assistant that helps you manage, arrange, and keep track of all important events in your life. For example, you can plan your daily schedule in advance and view holiday information. If you have saved birthday information for your contacts, Calendar automatically creates birthday reminders.

### Creating a new event




1. On the home screen, touch .
2. Touch .
3. Enter event details, such as the event name, start and end time, remind time, and how often it repeats.
4. Touch .

### Viewing the calendar

1. On the home screen, touch .
2. On the **Calendar** screen, you can:
  - Touch **Month**, **Week**, and **Day** to switch between month, week, and day views.
  - On the month view, flick left or right to switch between months.






- On the week view, flick left or right to switch between weeks.
- On the day view, flick left or right to switch between days.

## Synchronizing a calendar







1. On the home screen, touch .
2. Touch  > **Calendars to display**.
3. Select the account whose calendar you want to display.
4. Touch  > **Calendars to sync**.
5. Select the account and synchronize its calendar.

## Clock






### Alarm

1. On the home screen, touch .
2. Under **Alarm**, you can:
  - Add an alarm: Touch , and set the alarm time, ringtone, how often it repeats, and more. Then touch .
  - Turn on or turn off an alarm: Touch the switch button next to an alarm to turn it on or off.
  - Configure alarm settings: Touch , and set the snooze duration, whether the alarm rings in silent mode, and what the volume buttons do when pressed.
  - Delete an alarm: Touch and hold the alarm you want to delete and then touch .







### Using the world clock

1. On the home screen, touch .
2. Under **World clock**, you can:
  - Add a city: Touch , enter a city name or choose a city from the city list, and touch the city you want to add.
  - Set your time zone: Touch  to set your home time zone and system date and time.
  - Delete a city: Touch , touch  beside the city you want to delete, and touch .

## Stopwatch

1. On the home screen, touch .
2. Under **Stopwatch**, touch  to start timing.
3. Touch  to record multiple laps.
4. Touch  to stop the stopwatch.
5. Touch  to clear all stopwatch records.

## Timer



1. On the home screen, touch .
2. Under **Timer**, drag the red dot to set the countdown time.  
 Touch  to set a tone for the timer.
3. When you are done, touch  to start the timer.
4. When the timer ends, your phone plays a tone and starts overtime timing. Slide to stop the tone and reset the timer.  
 When the timer is running, touch  to reset it.

## Weather




Weather allows you to check the weather forecast for your location and many cities across the globe.

### Adding a city

Add cities to check their real-time weather information.

1. On the home screen, touch **Tools > Weather**.
2. Touch  >  and enter a city name. Matching cities are then displayed.
3. Touch the city you want to add.




### Deleting a city

1. On the home screen, touch **Tools > Weather**.
2. Touch , touch and hold the city you want to delete, and then touch .
3. Touch .

### Updating the weather


1. On the home screen, touch **Tools > Weather**.

2. Flick left or right to find the city whose weather you want to update.
3. Flick down from the top of your screen to manually update the weather.

 You can also set the weather to automatic update mode. Touch  > , select **Auto update**, and set **Update interval**. Your phone will then update the weather at the interval you set.

## Note

### Adding a note



1. On the home screen, touch .
2. Touch **New note** and enter your note's content.

 Touch  to add an image.

3. Touch .

After the note is saved, you can also share, delete, or add it to your favorites.


### Modifying your note settings


1. On the home screen, touch .
2. Touch  > **Settings** to adjust the font size or view style of your note.

## FM radio

Connect a headset to the phone because the FM radio uses the headset as its antenna.

### Searching for stations

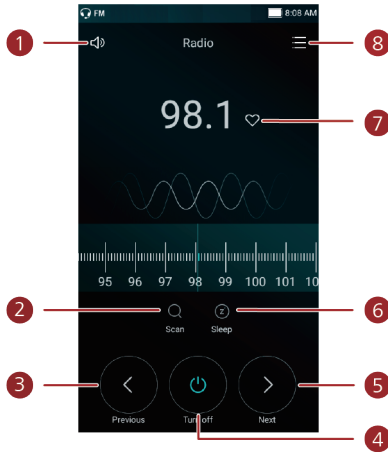
1. On the home screen, touch **Tools > Radio**.
2. Touch  to search for and save available stations.


 Your phone will automatically search for and save stations the first time you open the FM radio.




## Listening to FM radio

On the home screen, touch **Tools > Radio**.




- 
- 1 Touch  to enable or disable the speaker.


---

  - 2 Touch  to search the radio station.


---

  - 3 Touch  to return to the previous station.


---

  - 4 Touch  to turn on or off the FM radio.


---

  - 5 Touch  to go to the next station.


---

  - 6 Touch  to set a timer for turning off the FM radio.

---

  - 7 Touch  to add the current station to your favorites.



---

  - 8 Touch  to view the station list.
-


# Phone settings

## Turning on location services


Before you use a map or navigation application, make sure you have turned on location services.

1. On the home screen, touch  .
2. Under **All**, touch **Location**.
3. Touch  to turn on your phone's location services.
4. Touch **Mode**. You can then:
  - Touch **High accuracy** to locate your position using GPS, Wi-Fi, and mobile data.
  - Touch **Battery saving** to locate your position using Wi-Fi and mobile data.
  - Touch **Device only** to accurately locate your position using GPS.

## Modifying tone settings


1. On the home screen, touch  .
2. Under **All**, touch **Sound**.
3. On the **Sound** screen, you can:
  - Touch **Volumes** and drag the sliders to set the volume of music, ringtones, notification tones, alarms, calls, and more.
  - Touch **Silent mode** to turn on or off silence mode.
  - Touch **Vibrate When Silent** to enable or disable vibration when your phone is in silent mode.
  - Touch **Phone ringtone** to select a ringtone. If your phone supports dual cards, you can set individual ringtones for each card.
  - Touch **Default notification ringtone** to set a notification tone.

## Modifying display settings


1. On the home screen, touch .
2. Under **All**, touch **Display**.
3. On the **Display** screen, you can:
  - Touch **Brightness level** to adjust the screen brightness.
  - Touch **Wallpaper** to set the lock screen and home screen wallpapers.
  - Touch **Sleep** to set a screen sleep period. If idle for the specified period, your phone automatically locks its screen to save battery power.
  - Touch **Daydream** to enable or disable the screen saver. If this function is enabled, the screen saver will automatically run while your phone is being charged.
  - Touch **Font size** to change the display font size.
  - Touch **When device is rotated** > **Rotate the contents of the screen** or **Stay in current orientation** to turn the Auto-rotate screen function on or off.

## Changing the lock screen style


### Setting a screen unlock pattern

1. On the home screen, touch .
2. Under **All**, touch **Screen lock & passwords**.
3. Touch **Screen lock** > **Pattern**.
4. Connect at least four dots to draw a pattern, and draw the pattern again for confirmation.
5. Set a screen unlock PIN as an alternative method to unlock your phone should you forget your unlock pattern.


### Setting a screen unlock PIN

1. On the home screen, touch .
2. Under **All**, touch **Screen lock & passwords**.
3. Touch **Screen lock** > **PIN**.
4. Enter at least four digits and then enter them again for confirmation.


## Setting a screen unlock password

1. On the home screen, touch .
2. Under **All**, touch **Screen lock & passwords**.
3. Touch **Screen lock > Password**.
4. Enter at least four characters, among which one should be a letter, and then enter them again for confirmation.

## Turning on or off airplane mode

 Your phone's signal reception or transmission may interfere with an airplane's flight system. Power off your phone or switch to airplane mode as required when you are on a flight. In airplane mode, your phone's wireless features are disabled, but you can still listen to music or play games using your phone.


Use either of the following methods to turn on or turn off **Airplane mode**:

- Flick down from the status bar to open the notification panel. Under **Shortcuts**, touch **Airplane mode**.
- Press and hold the power button, and touch **Airplane mode**.
- On the home screen, touch  then the **All** tab. Under **Wireless & networks**, touch **More** and then **Airplane mode** to turn on or off airplane mode.

When airplane mode is on,  is displayed on the status bar.

## Setting the PIN of your SIM card

A personal identification number (PIN) is delivered with your SIM card to better protect your phone data. If you enable the SIM card lock, you must enter the PIN each time you turn your phone on. Before you perform the following operations, make sure you have obtained the PIN for your SIM card from your service provider.

1. On the home screen, touch .
2. Under **All**, touch **Security**.
3. Touch **Set up SIM/RUIM card lock**.
4. Select the **Lock SIM card** check box. If your phone has dual cards, You can set individual PINs for each card respectively.
5. Enter your PIN, and touch **OK**.


6. Touch **Change SIM PIN** to change the PIN.





Generally, SIM cards only allow a limited number of consecutive retries if an incorrect PIN is entered. If this limit is exceeded, you must enter a PIN unblocking key (PUK), which you can obtain from your service provider. The number of consecutive attempts to enter the PUK incorrectly is also limited. If this limit is exceeded, your SIM card will be permanently disabled. For details about these limits, contact your service provider.

## Setting up an account



### Adding an account

1. On the home screen, touch .
2. Under **All**, touch **Accounts**.
3. Touch **Add account**.
4. Select an account type.
5. Follow the onscreen instructions and enter your account information.


### Deleting an account


1. On the home screen, touch  then the **All** tab.
2. Under **Accounts**, select an account type.
3. Select the account you want to delete.
4. Touch  > **Remove account** to delete the account.

### Turning on data synchronization


1. On the home screen, touch  then the **All** tab.
2. Under **Accounts**, select an account type.
3. Select the account you want to synchronize from.
4. Touch the  > **Sync now** to turn on data synchronization.

## Restoring factory settings

 Restoring your phone to the factory settings erases all your personal data from phone storage, including information about your accounts, your system and application settings, and downloaded applications. Back up important data on your phone before you restore factory settings.


1. On the home screen, touch .
2. Under **All**, touch **Backup & reset**.
3. Touch **Factory data reset** > **Reset phone**. The phone will restore its factory settings and restart.


## Updating your phone

- 
- Using unauthorized third-party software to update your phone may damage your phone or put your personal information at risk. It is recommended that you update through your phone's online update feature or download official update packages from Huawei's official website.
  - All your data may be erased during a system update. It is recommended that you back up important data before updating your phone.

### Online update

Before you perform updates on your phone, ensure that your phone is connected to the network.



1. On the home screen, touch .
2. Under **All**, touch **System updates**.
3. Touch **Check for updates**. Follow the onscreen instructions to download and install the updates if there is any.

 Online update may incur excessive data usage fees. It is recommended that you update over Wi-Fi instead.


### Local update

Download the update package from <http://consumer.huawei.com/> and save the **dload** folder in the update package to the root directory of your phone's internal storage. If your

phone supports a microSD card, you can also save the file to the root directory of your microSD card.


1. On the home screen, touch .
2. Under **All**, touch **System updates**.
3. Touch  > **Local update** and follow the onscreen instructions to update your phone.

## Setting the date and time

1. On the home screen, touch .
2. Under **All**, touch **Date & time**.
3. On the **Date & time** screen, you can:
  - Touch the **Automatic date & time** switch to use the network time or manually set the time.
  - Touch the **Automatic time zone** switch to use the network time zone or manually set the time zone.
  - Touch the **Use 24-hour format** switch to switch between 24-hour and 12-hour formats.
  - Touch **Choose date format** to select how you want the date to be displayed.


 Manual date and time settings may not be provided by all service providers.

## Changing the system language

1. On the home screen, touch .
2. Under **All**, touch **Language & input**.
3. Touch **Language**.
4. Select a language.

## Accessibility

You can turn on or off accessibility features, such as zoom magnification and large font.



1. On the home screen, touch .
2. Under **All**, touch **Accessibility**.
3. Select the accessibility features you want to enable.

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Note: Remember the Google account your phone last logged in to.

During an untrusted factory settings restoration or microSD card-based update, Google's anti-theft mechanism requires you to enter the Google account your phone last logged in to on the startup navigation screen for identity authentication. Your phone can properly power on only after the identity authentication passes.

Model: HUAWEI Y560-U03  
HUAWEI Y560-U23  
HUAWEI Y560-L01  
HUAWEI Y560-L02  
HUAWEI Y560-L03  
HUAWEI Y560-L23

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