Before using your new product, please read these instructions to prevent any damage.
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</table>
Important Safety Instructions

1. Read these instructions.
2. Keep these instructions.
3. Heed all warnings.
4. Follow all instructions.
5. Do not use this apparatus near water.
6. Clean only with dry cloth.
7. Do not block any ventilation openings. Install in accordance with the manufacturer’s instructions.
8. Protect the power cord from being walked on or pinched particularly at plugs, convenience receptacles, and the point where they exit from the apparatus.
9. Only use attachments/accessories specified by the manufacturer.
10. Unplug this apparatus during lightning storms or when unused for long periods of time.
11. Refer all servicing to qualified service personnel. Servicing is required when the apparatus has been damaged in any way, such as power-supply cord or plug is damaged, liquid has been spilled or objects have fallen into the apparatus, the apparatus has been exposed to rain or moisture, does not operate normally, or has been dropped.
12. To reduce the risk of fire or electric shock, do not expose this device to rain, moisture, dripping, or splashing, and no objects filled with liquids, such as vases, shall be placed on it.
13. An apparatus with a three-prong, grounding-type plug is a Class I apparatus, which needs to be grounded to prevent possible electric shock. Make sure that you connect this Class I device to a grounding-type, three-prong outlet.
14. Batteries should not be exposed to excessive heat such as sunshine, fire, or the like.
Welcome

Congratulations on your purchase of a high-quality Insignia product. Your Insignia Flex Tablet represents the state of the art in Android tablet design, and is designed for reliable and trouble-free performance.

Features

Front

<table>
<thead>
<tr>
<th>#</th>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Camera</td>
<td>Use the camera to take pictures or record video. For more information, see &quot;Taking pictures&quot; or &quot;Recording video.&quot;</td>
</tr>
</tbody>
</table>
# Item Description

1. **POWER button**  Press to turn your tablet on or off or to turn the screen on or off. For more information, see “Turning your tablet on or off.”

2. **Volume +/– button**  Press to increase or decrease the speaker volume. For more information, see “Adjusting the volume.”

3. **Speakers**  Play sounds produced by your tablet.
Left side

<table>
<thead>
<tr>
<th>#</th>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Headphone jack</td>
<td>Plug headphones into this jack. For more information, see &quot;Connecting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>headphones.&quot;</td>
</tr>
<tr>
<td>2</td>
<td>Microphone</td>
<td>Speak into the microphone when you are having a conversation through</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Skype or other voice conversation application or are performing a voice</td>
</tr>
<tr>
<td></td>
<td></td>
<td>search on Google.</td>
</tr>
<tr>
<td>3</td>
<td>Micro USB port</td>
<td>Plug the micro USB end of the cable into this port.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>To charge the battery, plug the other end of the cable into the USB power</td>
</tr>
<tr>
<td></td>
<td></td>
<td>adapter, then plug the power adapter into a power outlet. For more</td>
</tr>
<tr>
<td></td>
<td></td>
<td>information, see &quot;Charging the battery.&quot;</td>
</tr>
<tr>
<td></td>
<td></td>
<td>To connect your tablet to a computer, plug the other end of the cable into a</td>
</tr>
<tr>
<td></td>
<td></td>
<td>USB port on the computer. For more information, see &quot;Connecting to a</td>
</tr>
<tr>
<td></td>
<td></td>
<td>computer.&quot;</td>
</tr>
<tr>
<td>4</td>
<td>microSD™ card slot</td>
<td>Insert a microSD™ memory card into this slot to expand the storage capacity</td>
</tr>
<tr>
<td></td>
<td></td>
<td>of your tablet. For more information, see &quot;Installing the microSD memory</td>
</tr>
<tr>
<td></td>
<td></td>
<td>card.&quot;</td>
</tr>
<tr>
<td>5</td>
<td>Reset</td>
<td>Insert a paperclip or pin into this hole to reset your tablet, then turn it</td>
</tr>
<tr>
<td></td>
<td></td>
<td>on again.</td>
</tr>
</tbody>
</table>

Package contents

- Insignia Flex™ Android Tablet
- USB power adapter
- Micro USB cable
- QUICK SETUP GUIDE
- IMPORTANT INFORMATION
Setting up your tablet

Charging the battery

Your tablet has a built-in battery. The battery can only be replaced by the original manufacturer.

Before using your tablet for the first time, you need to charge the battery for a minimum of eight hours.

**Warnings:**

- Do not crush, puncture, short external contacts, or dispose of battery in fire or water.
- Do not expose to temperatures above 60°C (140°F).

**To charge the battery:**

1. Insert the Micro USB cable into your tablet’s micro USB port.

2. Insert the other end of the USB cable into the USB power adapter.

3. Plug the USB power adapter into a power outlet to start charging the battery.

**Caution:** Use only the included power adapter or a qualified 5V/2A power adapter to charge your tablet’s battery. An unqualified adapter or an adapter that is not a 5V/2A adapter may damage your tablet.

**Caution:** If you plan to store your tablet for an extended period, you need to charge the battery at least once a month. If the battery charge drains completely, the battery may be damaged.
To conserve battery power:

Battery performance depends on many factors, including the network configuration, signal strength, temperature, features or settings, items attached to ports, and usage of programs or functions.

- Turn off Wi-Fi when you are not using it.
- Adjust the screen brightness to the lowest level you are comfortable with. See “Turning Wi-Fi on and connecting to a network.”

Notes:

- You can also connect your tablet to a computer to charge the battery, but charging will take longer than charging with the power adapter.
- When fully charged, your tablet’s battery provides 6 hours of continuous video playback (Wi-Fi turned off) or 7 hours of continuous Web browsing.

Installing the microSD memory card

Your tablet’s internal memory capacity is 8 GB. You can install a microSD™ memory card with up to 32 GB to save more pictures, music, and applications.

We recommend that you store pictures, videos, and music files on a memory card instead of your tablet’s internal memory. This leaves more space on internal memory for downloading apps.

To install the microSD memory card:
1. Make sure that your tablet is turned off.
2. Locate the microSD memory card slot.
3. Insert the microSD memory card into the slot with the narrow side of the card pointing toward the slot and the label facing up.

Note: Do not use any force when inserting an SD memory card.
Removing a microSD memory card

To remove a microSD memory card:
1. On the Home screen, touch the (applications) icon.
2. Touch the (settings) icon, touch Storage, then touch Unmount SD Card. A message asks you to confirm the card removal.
3. Touch OK.
   Note: When no SC memory card is available, your tablet reads from internal memory only and some applications may stop and be unavailable until you insert the SD card again.
4. Push in the microSD memory card until it pops out, then pull the card out of the slot.

Connecting headphones

Note: When headphones are plugged in, the tablet speakers are muted.

To connect headphones:
• Plug headphones into the (headphone) jack.
Connecting to a computer

Note: If the computer’s operating system is Windows XP or an older version of Windows, you need to install Windows Media Player 11 on the computer.

To connect to a computer:
1. Insert the micro USB cable into your tablet’s micro USB port.
2. Insert the other end of the cable into a USB port on the computer.
3. On the computer, open Computer or My Computer, then click the NS-14T002 icon to view files on your tablet or to transfer files between your tablet and your computer.
4. When you are finished, eject the device from within Windows before unplugging the cable.
Turning on your tablet for the first time

To set up for the first time:

1. Press and hold the (power) button until the Welcome screen opens.

The Welcome screen opens.

2. Follow the instructions displayed on your tablet to complete set up.

*Note: You can use your tablet without connecting to the Internet and signing in to your Google account, but you will not be able to use the Playstore and you will not receive software updates.*
Understanding the basics

Turning your tablet on or off

**To turn on your tablet:**
- Press and hold (power) until your tablet turns on.

**To turn off your tablet:**
1. Press and hold (power) until the **Power off** screen opens.
2. On the **Power off** screen, touch **Power Off**, then **OK** to turn off your tablet.

**To turn the screen on or off:**
- Press (power). The screen turns off and your tablet enters standby mode.
- Press (power) again to turn the screen back on.
Unlocking and relocking your tablet

When you turn on your tablet, the device is locked. You need to unlock the device to be able to use it.

To unlock and relock your tablet:
1. When you turn on your tablet and the initial screen appears, slide the lock icon to the right.
2. To relock your tablet, briefly press (power).

Resetting the hardware

If your tablet becomes unresponsive, you can perform a hardware reset by inserting a paper clip or pin into the RESET hole on the side of your tablet, then turn on your tablet again. Your stored data will not be affected.

Adjusting the volume

To adjust the volume:
- Press the VOL+ or VOL– button.
## Using gestures to navigate

<table>
<thead>
<tr>
<th>Action</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Touch</td>
<td>Touch an application or other item with your finger to open or select it.</td>
</tr>
<tr>
<td>Touch and hold</td>
<td>Touch an item with your finger and hold it until your tablet responds.</td>
</tr>
<tr>
<td>Double touch</td>
<td>Quickly touch an item on the screen twice.</td>
</tr>
<tr>
<td>Drag</td>
<td>Touch and hold an item with your finger, then move your finger to the position where you want the item.</td>
</tr>
<tr>
<td>Flick</td>
<td>Quickly slide your finger either vertically or horizontally across the screen.</td>
</tr>
<tr>
<td>Pinch</td>
<td>Pinch your fingers together or move them apart.</td>
</tr>
<tr>
<td>Rotate</td>
<td>To change the screen orientation from portrait to landscape (or from landscape to portrait) turn your tablet sideways. <strong>Tip:</strong> When entering text, you can turn the tablet sideways to switch to landscape mode and make the keyboard bigger.</td>
</tr>
</tbody>
</table>
Using on-screen function buttons to navigate

<table>
<thead>
<tr>
<th>Icon</th>
<th>Touch to...</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Google" /></td>
<td>Start a text search on Google.</td>
</tr>
<tr>
<td><img src="image" alt="Microphone" /></td>
<td>Start a voice search on Google.</td>
</tr>
<tr>
<td><img src="image" alt="Arrow Back" /></td>
<td>Return to the previous screen.</td>
</tr>
<tr>
<td><img src="image" alt="Home" /></td>
<td>Return to the Home screen.</td>
</tr>
<tr>
<td><img src="image" alt="Applications" /></td>
<td>Open the list of recently used applications and running applications.</td>
</tr>
<tr>
<td><img src="image" alt="All Apps" /></td>
<td>View all applications installed on your tablet.</td>
</tr>
<tr>
<td><img src="image" alt="Options" /></td>
<td>Open the options menu.</td>
</tr>
<tr>
<td><img src="image" alt="Keyboard Close" /></td>
<td>Close the keyboard.</td>
</tr>
<tr>
<td><img src="image" alt="Drop Down" /></td>
<td>Open a drop-down menu.</td>
</tr>
</tbody>
</table>
Using the keyboard

When you start a program or select an item that requires text or numbers, the on-screen keyboard opens.

Keyboard tips:

- When you don’t need the keyboard, press □ at the bottom of the screen to close the keyboard.
- To open the keyboard, touch an item that requires text or numbers.
- To delete a character, touch to the right of the character you want to delete, then touch the delete key (5).
- To insert a character, touch the character to the left of where you want to insert the character, then touch the character you want to insert.
Turning the keyboard sound on or off

You can turn the keyboard sound on or off by using the keyboard settings. The keyboard sound is on by default.

To turn the keyboard sound on or off:
1. Open an app that requires the keyboard.
2. When the keyboard opens, touch the (keyboard settings) icon on the lower-left side of the keyboard, then check (to turn sounds on), or uncheck (to turn sounds off) the box next to Sound on keypress.
   - OR -
   You can also turn the keyboard sound on or off in from the Settings menu. Touch (applications), then (settings), then Language & input, then (keyboard settings).
   - AND -
   Touch Android keyboard settings, then check (to turn sounds on), or uncheck (to turn sounds off) the box next to Sound on keypress to turn off the sound.

Status and notifications

Status and notification information is located at the top of the screen. Notifications, such as e-mail, calendar, and time information are displayed on the left. Status, such as Wi-Fi, Bluetooth and battery information are displayed on the right.

To view a status item or notification:
1. Swipe down in the upper-right corner of the screen to view status items or the upper-left to view notifications.
2. When you finish, touch the (home) icon to return to the Home screen.
Checking for updates

You can check for available firmware updates on your tablet, then download and install them. Installing updates makes sure that your tablet has the most up-to-date software.

To check for updates:

1. Touch the (home) icon, touch the (applications) icon, then touch the (settings) icon. The Settings screen opens.

2. Drag the screen up, touch About Tablet, then touch Update.

3. Touch Check update to manually check for an update.

4. If an update is available, the screen will show update version detail information. Follow the on-screen instructions to download and install the update.
Customizing the Home screen

The Home screen is your starting point for using the applications on your tablet. You can customize the Home screen to display application icons, shortcuts, folders, and widgets.

A widget is a small, stand-alone application that you can place on the Home screen to let you access a favorite feature. Your tablet comes with several widgets already installed, either on the main Home screen or one of the extended Home screens.

Like a widget, an app shortcut lets you quickly access a favorite feature like the Gallery. An app shortcut can also quickly open a favorite application. You can add an app shortcut to any Home screen.

The Home screen extends beyond the screen width to provide more space for adding icons, widgets, and more.

To use the extended Home screen:
- Slide your finger horizontally across the screen (to the left or the right) to access the extended screens to the left or right of the Home screen.
- Press the (home) icon to go back to the main screen.
Your tablet provides two extended screens to the left and right of the Home screen, for a total of five screens.

<table>
<thead>
<tr>
<th>#</th>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Notifications bar</td>
<td>Swipe down to open the notification bar.</td>
</tr>
<tr>
<td>2</td>
<td>Google search bar</td>
<td>Touch this bar to open the on-screen keyboard so that you can enter your search criteria.</td>
</tr>
<tr>
<td>3</td>
<td>Favorites tray</td>
<td>Provides a quick way to access your favorite applications.</td>
</tr>
</tbody>
</table>

The Home screen extends beyond the screen width to provide more space for adding icons, widgets, and more.
Home screen items

Items displayed on the Home screen include:

**Apps**—Add shortcuts such as an application, a bookmarked web page, a favorite contact, an email label, or a music playlist.

**Widgets**—Add wireless manager, profile mode, clock, Facebook widget, Weather widget, music player, FM player, picture frame, Google Search bar, power control, or a calendar that shows upcoming appointments.

**Wallpapers**—Change the Home screen wallpaper.

Adding an icon to the Home screen

**To add an icon to the Home screen:**

1. On the Applications screen, touch and hold the icon you want to add. The Applications screen closes.

2. Drag the icon to the location you want on any extended Home screen, then release the icon.

Adding a widget to the Home screen

**To add a widget to the Home screen:**

1. Touch the (applications) icon, then touch WIDGETS.

2. Touch and hold the widget you want to add. The Widgets screen closes.

3. Drag the widget to the location you want on any extended Home screen, then release the widget.

Resizing a widget

You can expand some widgets to show more content or shrink them to save space.

**To resize a widget:**

1. Touch and hold the widget, then release it.

2. Drag the corners left and right or up and down to expand or shrink the widget.
Repositioning an item on the Home screen

To reposition an item on the Home screen:
1 Touch and hold the item on the screen to activate move mode.
2 Without lifting your finger, drag the item to the position where you want it, then lift your finger.

Tip: To move an item from the Home screen to an extended Home screen, touch and hold the item, then drag it to the left or right edge of the screen until the display shifts to the extended Home screen. Position the item on the screen, and then lift your finger.

Deleting an item from the Home screen

To delete an item from the Home screen:
1 Touch and hold the item on the screen to activate move mode.
2 Without lifting your finger, drag the item to the top-center of the screen, then lift your finger.

Using folders on the Home screen

You can group related apps into folders to organize your Home screen.

To create a folder:
1 Drag an app to another app that you want to group.
2 Release the app. A folder is created automatically.
3 Drag additional apps you want to group to the folder.

To rename a folder:
1 Touch a folder to open it.
2 At the bottom of the folder, touch Unnamed Folder, then enter the name you want for the folder.
3 When finished, touch Done.

To delete an app from a folder:
1 Touch a folder to open it.
2 Drag the app you want to delete to an open space on the Home screen or to another folder.

To delete a folder:
1 Touch a folder to open it.
2 Drag all the apps out of the folder. The folder is deleted automatically.
Changing the *Home* screen wallpaper

To change the *Home* screen wallpaper:

1. On the *Home* screen, touch the (applications) icon, touch the (settings) icon, touch **Display**, then touch **Wallpaper**. The *Choose wallpaper from* screen opens.

OR

2. Touch:
   - **Gallery**—To select a picture you captured using the camera or copied to your tablet as wallpaper.
   - **Live Wallpapers**—To select a preset animated wallpaper that came installed on your tablet.
   - **Wallpapers**—To select a preset wallpaper that came installed on your tablet.

3. Touch the wallpaper you want to use, then touch **Set Wallpaper**.
Using the **Recents** screen

The **Recents** screen let you quickly switch to recently used apps.

**To use the Recents screen:**
- On the **Home** screen, touch the (recents) icon. A list of the most recently used apps appears on the **Home** screen.
- To see more apps, flick the screen right or left.
- To open an app, touch the app’s icon.
- To delete an app from the list, flick up or down on the app’s icon.

Using the basic features

**Using the calendar**

By default, your tablet automatically uses the network-provided date.

**To use the calendar:**
1. Touch the (home) icon, touch the (applications) icon, then touch the (calendar) icon. The **Calendar** screen opens.
To interact with the Calendar screen:

- Touch Day, Week, Month, or Agenda from the drop-down menu at the top of the screen to change the Calendar view.
- Swipe to scroll vertically or horizontally.
- In the Day or Week views, spread or pinch your fingers to zoom in or out.
- When you finish, touch the (home) icon to return to the Home screen.
- Touch the (add event) icon to add a new event. Then use the on-screen keyboard to enter event details.
- Touch an existing event to edit it.

Setting the clock, stopwatch, and alarm

By default, your tablet automatically uses the network-provided time zone and time.

To manually set the time:

1. Touch the (home) icon, touch the (applications) icon, then touch the (clock) icon. The Clock screen opens.

2. Touch the (clock) icon to view the time or modify settings, such as the time zone.

3. When you finish, touch the (home) icon to return to the Home screen.
To manually set the stopwatch:

1. Touch the (home) icon, touch the (applications) icon, then touch the (clock) icon. The Clock screen opens.

2. Touch the (stopwatch) icon to run the stopwatch. The stopwatch opens.

3. Touch the digits to set the run-down time.
4. Touch the START button to start the stopwatch.
5. Touch +1M to add 1 minute to the run-down time.
6. Touch STOP to pause.
7. Touch to discard.
8. When you finish, touch the (home) icon to return to the Home screen.
To manually set an alarm:

1. Touch the (home) icon, touch the (applications) icon, then touch the (clock) icon. The Clock screen opens.

2. Touch the (alarm) icon.

3. Touch + to add an alarm. You will be asked to enter the time information (hour, minute, AM/PM).

4. Touch the down arrow to modify alarm settings.

5. Move the ON/OFF slider next to each alarm to turn it on or off.

6. When you finish, touch the (home) icon to return to the Home screen.
To manually set the timer:

1. Touch the (home) icon, touch the (applications) icon, then touch the (clock) icon. The Clock screen opens.

2. Touch the (timer) icon to set a timer.

3. Touch START to start the timer.

4. Touch the to start a new timer.

5. Touch STOP to stop the timer.

6. Touch (share) icon to share via Google+/Bluetooth/Google/Gmail.

7. When you finish, touch the (home) icon to return to the Home screen.
Turning Wi-Fi on and connecting to a network

Your tablet connects to the Internet through a Wi-Fi network access point, hotspot, or router.

Note: To conserve battery power, turn off Wi-Fi when you are not using it.

To turn Wi-Fi on and connect to a network:
1. Touch the (home) icon, touch the (applications) icon, then touch the (settings) icon. The Settings screen opens.

2. Slide the Wi-Fi switch to the ON position. A list of available networks opens. Secured networks are indicated with a Lock icon.

3. Select the Wi-Fi network you want to connect to.

4. If you are prompted to enter a password, touch the keys on the on-screen keyboard to enter the password, then touch Done.
Adding a Wi-Fi network

To add a Wi-Fi network:
1. Touch the (home) icon, touch the (applications) icon, then touch the (settings) icon. The Settings screen opens.
2. Slide the Wi-Fi switch to the ON position. A list of available networks opens. Secured networks are indicated with a Lock icon.
3. Touch + at the top right corner of the screen.
4. Use the on-screen keyboard to enter the network SSID, then touch the security type you want to use. You can select:
   - **None**—No security.
   - **WEP**—Wired Equivalent Privacy. **Note:** A passphrase is required.
   - **WPA/WPA2 PSK**—Wi-Fi Protected Access. **Note:** A password is required.
   - **802.1 x EAP**—802.1x Extensible Authentication Protocol. **Note:** If you are not sure which security type to select, refer to your network setup documentation.
5 Touch Save. The network you added appears in the list of available networks.

Checking network status

To check network status:

1 Touch the (home) icon, touch the (applications) icon, then touch the (settings) icon. The Settings screen opens.

2 Slide the Wi-Fi switch to the ON position. A list of available networks opens. Secured networks are indicated with a Lock icon.

Networks (access points and hotspots) appear with the status of each displayed. If you are connected to a network, “Connected” appears below the network name. The network security type is displayed below each network name.

The icon to the right of a network name shows signal strength information.
Connecting to the Internet

Viewing Web pages

Your tablet’s browser lets you view Web pages just like on a desktop computer.

For optimal viewing, change the screen orientation to landscape view by rotating your tablet 90°. The screen automatically adjusts according to how you hold the tablet.

**Note:** You must be connected to a Wi-Fi network to be able to browse the web via the browser application. See “Turning Wi-Fi on and connecting to a network.”

To view a Web page:

1. Touch the (home) icon, touch the (applications) icon, then touch the (browse) icon. The browser screen opens.

**Note:** The browser screen opens automatically when you touch a Web link in an e-mail.

<table>
<thead>
<tr>
<th>Touch...</th>
<th>To...</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Open a new Web page.</td>
</tr>
<tr>
<td>2</td>
<td>Go back.</td>
</tr>
<tr>
<td>3</td>
<td>Go forward.</td>
</tr>
<tr>
<td>4</td>
<td>Refresh.</td>
</tr>
<tr>
<td>5</td>
<td>Bookmark the current Web page.</td>
</tr>
<tr>
<td>6</td>
<td>Start a Google search</td>
</tr>
<tr>
<td>7</td>
<td>View more menu options.</td>
</tr>
</tbody>
</table>
To navigate on a Web page:

- To go to a Web page, touch the address field, then use the on-screen keyboard to enter the Web address, or touch the (search) icon, then the (voice search) icon in the upper-right corner of the screen and speak the Web address. Press Go on the on-screen keyboard to go to the Web page.
- To scroll the Web page, slide your finger left, right, up, or down.
- To zoom in on a part of the Web page, touch the Web page with your fingers together, then spread your fingers apart.
- To zoom out on a Web page, touch the Web page with your fingers apart, then pinch your fingers together.
- To open a new browser window, touch the next tab at the top of the browser. A new browser window opens.
- To switch between open browser windows, touch the tab of the window you want to view.
- To close a browser window, touch the (close) icon.
- To search, touch the Address field, then use the on-screen keyboard to type your search information.

**Note:** You can use the speech-to-text feature to search information using voice input by touching the (search) icon, then the (voice search) icon.

Searching for text on a Web page

To search for text on a Web page:

1. With the Web page open, touch the (options) icon at the top-right of the screen, then touch **Find in page**.
2. Use the on-screen keyboard to enter the search text. As you enter characters, matching characters on the Web page are highlighted in blue. Touch the up or down arrow to go to the previous or next matching item.
3. Touch **DONE** to close the search bar at any time.

Copying text on a Web page

To copy text on a Web page:

1. Open the Web page where you want to copy text.
2. Zoom out on the Web page.
3 Touch and hold the text that you want to copy until a blue ribbon covers the text.

37 species are referred to as foxes, of which only 12 species are of "true foxes". By far the most common and widespread species, although various species are found on almost every continent all over the globe, together with their widespread range.

4 To select additional text to the left or right of the highlighted text, drag the left or right “ribbon handles.”

5 Release your finger from the text, then touch Copy on the top of the screen.

6 To paste text into an e-mail or SMS/MMS message, touch and hold the area you want to paste the text, then touch Paste.

Checking browser history

To check browser history:
1 On the browser screen, touch the Google settings icon on the right side of the screen.

2 Touch Web History to view browsing history.

3 When you finish, touch the (home) icon to return to the Home screen.

Clearing browser cache and history

To clear browser cache and history:
1 On the browser screen, touch the (options) icon.

2 On the options menu, touch Settings, then touch Privacy & security.

3 Touch Clear history, then OK to delete browser history.

4 When you finish, touch the (home) icon to return to the Home screen.
Using apps

Your tablet comes preloaded with a variety of apps. You can also download additional apps from the Web.

Caution: Applications downloaded from the Web may be from unknown sources. To protect your tablet and personal data, download applications only from trusted sources.

To use apps:
1 Touch the (home) icon, then touch the (applications) icon in the Favorites tray. The applications screen opens.

2 Touch the icon of the app you want to open.

3 From the applications screen you can also:
   - Move between screens by swiping left or right.
   - Place an app icon on a Home screen by touching and holding the icon, then sliding your finger where you want to place the app. Lift your finger to drop the app in place.
   - Remove an app from the Home screen by touching and holding the icon, then sliding your finger toward the top of the screen. Drop the app icon over the (remove) icon to remove it.
   - View additional information about the app by touching and holding the icon, then sliding your finger toward the top of the screen. Drop the app icon over the (App Info) icon.
   - Control an app's settings by touching the (menu) icon while the app is open.
   - Download additional apps by touching the (playstore) icon.
   - Browse your widgets by touching the widgets tab at the top of the screen.

Note: All downloaded applications are saved to the microSD memory card. Before downloading an application from the Web, make sure that the microSD memory card is installed in your tablet.
Using the Help App

The Help app provides help for common activities on your tablet such as setting up Wi-Fi and connecting to Bluetooth. You will also be able to access your tablet’s User Guide and product web site from the Help app.

To use the Help app:
1. Touch the (home) icon, then touch the (applications) icon in the Favorites tray. The applications screen opens.

2. Touch the (Help app) icon, then touch a topic to view content.

3. When you finish, touch the (home) icon to return to the Home screen.

Viewing, opening, or deleting downloads

The Download app lets you view, open, or delete items that you have downloaded.

Notes:
Some files that you can download to your tablet, like movies, do not appear in the Download app.
Files you download should be compatible with the Android 4.2 operating system.

To view, open, or delete downloads:

1. Touch the (home) icon, then touch the (applications) icon. The Applications screen opens.

2. Touch the Downloads icon, then:
   - Touch a download to open it.
   - Touch headings for earlier downloads to view them.
   - Check the boxes for the items you want to share, then touch the (share) icon and select a sharing method from the list. For example, if you select Gmail, the file is attached to an email and you would need to add a recipient, subject, and message.
   - Check items you want to delete, then touch the (trash) icon.
   - At the bottom of the screen, touch Sort by size or Sort by date to change the viewing order.
Managing bookmarks

Your tablet lets you store as many bookmarks as you want. Bookmarks can also be copied from a Google Chrome™ browser on your computer to your tablet. This add-on feature must be installed on the Google Chrome browser on your computer.

To manage bookmarks:

- When viewing a Web page, touch the ★ (add bookmark) icon to add the page to your bookmarks.

- Touch and hold a bookmark to see a list of options.
Creating and managing contacts

You can create a list of contacts and store information such as telephone numbers, e-mail addresses, and home addresses.

Creating a contact

To create a contact:

1. Touch the (home) icon, touch the (applications) icon, then touch the (people) icon. The list of contacts opens.

2. Touch the (add new contact) icon, then use the on-screen keyboard to enter information (such as telephone numbers, e-mail addresses, and home addresses) for your new contact.

3. To add more information, touch Add another field, then enter the information (such as a Website or relationship).

4. When you have entered all information, touch Done in the upper-left corner of the screen to save your contact. A list of contacts opens.

5. When you finish, touch the (home) icon to return to the Home screen.
Viewing contacts

- Touch the (home) icon, touch the (applications) icon, then touch the (people) icon. The list of contacts opens.

Importing contacts

You can import contact lists from a microSD memory card.

**Note:** Imported contact lists must be in “vcf” file format. For information about creating a “vcf” file, see the documentation that came with the program you are exporting contacts from.

To import contacts:

1. Make sure that you have inserted a microSD memory card with contacts into the microSD memory card slot. See “Installing the microSD memory card.”

2. Touch the (home) icon, touch the (applications) icon, then touch the (people) icon. The list of contacts opens.
3 Touch the ☰ (options) icon, then touch Import/Export. The Import/Export contacts screen opens.

4 Touch Import from storage.

5 Touch the option for importing a single contact file, multiple contact files, or all contact files.

6 When you finish, touch the ☰ (home) icon to return to the Home screen.

Backing up or syncing contacts

You can backup your contact list to a microSD memory card or sync your contacts with the contacts in your Google account.

To back up your contact list to a microSD memory card:
1 Make sure that you have inserted a microSD memory card into the microSD memory card slot. See “Installing the microSD memory card.”

2 Touch the ☰ (home) icon, touch the ☰ (applications) icon, then touch the ☰ (people) icon. The list of contacts opens.
3. Touch the (options) icon, then touch Import/Export.
4. Touch Export to storage.
5. Touch OK to export your contact list to your microSD memory card.
6. When you finish, touch the (home) icon to return to the Home screen.

To sync the contacts on your tablet with the contacts in your Google account:
1. Make sure that Wi-Fi is turned on. See “Turning Wi-Fi on and connecting to a network.”
2. Touch the (home) icon, touch the (applications) icon, then touch the (settings) icon.
3. Touch the account you want to sync under Accounts, then touch the (auto-sync) icon.
4. Check the box for Contacts.
5. When you finish, touch the (home) icon to return to the Home screen.
Syncing your data with your Google account

You can sync your data, such as calendars and e-mail, with your Google account.

To sync your data with your Google account:
1. Make sure that Wi-Fi is turned on. See “Turning Wi-Fi on and connecting to a network.”
2. Touch the (home) icon, touch the (applications) icon, then touch the (settings) icon. The Settings screen opens.
3. Touch Google under Accounts, then touch the (auto-sync) icon.
4. Check the boxes for items you would like to sync.
5. When you finish, touch the (home) icon to return to the Home screen.
Using e-mail

Your tablet comes with an e-mail wizard that lets you add external POP3, IMAP, or Exchange e-mail accounts from popular Web-based e-mail service providers such as Gmail, Hotmail, Yahoo! Mail Plus, AOL, and more.

Note: You must join a Wi-Fi network to be able to set up an email account. See “Turning Wi-Fi on and connecting to a network.”

Setting up an e-mail account

To set up an e-mail account:

1. Touch the (home) icon, touch the (applications) icon, then touch the (e-mail) icon. The on-screen keyboard opens.

2. Use the keyboard to enter your e-mail address and password.

3. Touch Next. If the e-mail account you want to set up is not in the tablet’s e-mail database, you are prompted to manually enter the email account settings, such as your account type, email server, protocol, and more.

OR
Touch Manual setup to open the screen where you enter e-mail settings, make your changes, then touch Done when you have finished.

The Account options screen opens where you can set options, such as how often you want your inbox checked and whether you want to sync from that account.

4 Touch Next. Give your account a name (optional) and enter a display name, then touch Next. Your account syncs and your inbox opens.

5 When you finish, touch the (home) icon to return to the Home screen.
Adding another e-mail account

To add another e-mail account:

1. Touch the [home] icon, touch the [applications] icon, then touch the [e-mail] icon.

2. Touch the [options] icon, touch Settings, then touch Add account in the upper-right corner of the screen. The on-screen keyboard opens.

3. Use the keyboard to enter your e-mail address and password.

4. Touch Next. If the e-mail account you want to set up is not in the tablet's e-mail database, you are prompted to manually enter the email account settings, such as the type of your account, email server, protocol, and more.

OR
Touch **Manual setup** to open the e-mail settings screen, enter your settings, then touch **Done** when you have finished.

The **Account options** screen opens where you can set options, such as how often you want your inbox checked and whether you want to sync from that account.

5 Touch **Next**. Give your account a name (optional) and enter a display name, then touch **Next**. Your account syncs and your Inbox appears.

6 When you finish, touch the (home) icon to return to the **Home** screen.
Creating and sending an e-mail

To create and send an e-mail:

1. Touch the (home) icon, touch the (applications) icon, then touch the (e-mail) icon. Your inbox opens.
   
   Note: If you have more than one e-mail account set up, your tablet displays the last account you used.
   
   To access a different account, touch the drop-down menu arrow in the upper-left corner of the screen. The menu opens where you can select a different account.

2. Touch the (compose) icon.

3. Enter the recipient’s e-mail address. As you begin entering the address, your tablet displays all your contacts that match the characters you have entered. You can touch a contact or continue entering the address.
Note: If you are sending the e-mail to more than one recipient, separate the e-mail addresses with commas.

4 Enter a subject in the subject field.

5 Enter your message in the message area.

6 When you are finished, touch Send.
   Note: You can touch Save draft or touch the Return key to save your e-mail as a draft instead of sending it.
   To access a saved draft, touch Drafts on the left side of the screen to view all saved drafts, then touch the draft you want to open.

7 When you finish, touch the (home) icon to return to the Home screen.

Viewing incoming e-mails

To view incoming e-mails:

1 Touch the (home) icon, touch the (applications) icon, then touch the (e-mail) icon. Your inbox opens.
   Note: If you have more than one e-mail account set up, your tablet displays the last account you used.
   To access a different account, touch the left arrow in the upper-left corner of the screen. The Your Accounts screen opens where you can select a different account.

2 Touch the e-mail you want to view.

3 Touch to reply to the email sender, or to reply to all addressees on the email.
   -OR-
   Touch to forward the email to another contact.

4 When you finish, touch the (home) icon to return to the Home screen.

Deleting an e-mail

To delete an e-mail:

1 In the e-mail inbox, touch the check box to the left of the e-mail you want to delete, then touch the (trash icon) in the upper-right corner of the screen.

2 When you finish, touch the (home) icon to return to the Home screen.
Editing or deleting an e-mail account

To edit or delete an e-mail account:

1. Touch the (home) icon, touch the (applications) icon, then touch the (e-mail) icon. Your inbox opens.
   
   **Note:** If you have more than one e-mail account set up, your tablet displays the last account you used.

   **To access a different account, touch the drop-down menu arrow in the upper-left corner of the screen.** The menu opens where you can select a different account.

2. To edit an e-mail account, touch the (options) icon, touch **Settings**, then touch the account you want to edit or delete. Use the on-screen keyboard to change the account information. When you are done, touch **OK**.

   OR

   To delete an e-mail account, touch **Settings**. At the bottom of the list of options, touch **Remove account**. Touch **OK** to delete.

3. When you finish, touch the (home) icon to return to the **Home** screen.
Using Gmail

Gmail (Google mail) is a web-based e-mail service that lets you check e-mail directly without logging into your mail account from the Web site.

Setting up a Gmail account

To set up a Gmail account:
1. Touch the (home) icon, touch the (applications) icon, then touch the (Gmail) icon. You are prompted to create a new Gmail account.
2. Follow the on-screen instructions for setting up an account.

Creating and sending a Gmail

To create and send a Gmail:
1. Touch the (home) icon, touch the (applications) icon, then touch the (Gmail) icon. Your inbox opens.

   Note: If you have more than one gmail account set up, your tablet displays the last account you used.

   To access a different account, touch the drop-down menu arrow in the upper-left corner of the screen. The menu opens where you can select a different account.
2 Touch the (compose) icon.

3 Enter the recipient's e-mail address. As you begin entering the address, your tablet displays all your contacts that match the characters you have entered. You can touch a contact or continue entering the address.

   **Note:** If you are sending the e-mail to more than one recipient, separate the e-mail addresses with commas.

4 Enter a subject in the subject field.

5 Enter your message in the message area.

6 When you are finished, touch Send.

   **Note:** You can touch **Save draft** or touch the **Return** key to save your e-mail as a draft instead of sending it.

7 To access a saved draft, touch **Drafts** on the left side of the screen to view all saved drafts.

8 Touch the draft you want to open.

9 When you finish, touch the (home) icon to return to the **Home** screen.
Viewing incoming Gmys

To view incoming Gmys:

1. Touch the (home) icon, touch the (applications) icon, then touch the (Gmail) icon. Your inbox opens.

   Note: If you have more than one gmail account set up, your tablet displays the last account you used.

   To access a different account, touch the drop-down menu arrow in the upper-left corner of the screen. The menu opens where you can select a different account.

2. Touch the e-mail you want to view.

3. When you finish, touch the (home) icon to return to the Home screen.

Deleting a Gmail

To delete a Gmail:

1. In the Gmail account inbox, touch the check box to the left of the e-mail you want to delete, then touch the (trash icon) in the upper-right corner of the screen.

2. When you finish, touch the (home) icon to return to the Home screen.
Using Bluetooth

Your tablet supports wireless connections between devices using Bluetooth. When using Bluetooth, keep the tablet within 33 feet (10 meters) of the other Bluetooth devices that you want to connect to. Bluetooth connectivity is affected by your surroundings. Obstacles like walls or other electronic devices may interfere with your Bluetooth connection.

When Bluetooth is turned on, your tablet detects other Bluetooth devices. However, other devices cannot detect your tablet.

Turning Bluetooth on

To turn on Bluetooth and let other devices detect your tablet:

1. Touch the 🏛 (home) icon, touch the 📱 (applications) icon, then touch the ⚙ (settings) icon. The Settings screen opens.

2. Slide the Bluetooth switch to the right to turn on Bluetooth. When Bluetooth is turned on, the 📱 (Bluetooth) icon appears in your tablet’s status bar.

3. Touch your tablet’s name on the right to change the Bluetooth status to Visible to all nearby Bluetooth devices. This setting lets other Bluetooth devices detect your tablet.

4. To hide your tablet from other Bluetooth devices, touch your tablet’s name to change the status to Not visible to other Bluetooth devices.

   **Note:** See the documentation that came with your Bluetooth device for more information on pairing your device and tablet.

5. When you finish, touch the 🏛 (home) icon to return to the Home screen.
Pairing with another Bluetooth device

To pair your tablet with a Bluetooth device:

1. Touch the (home) icon, touch the (applications) icon, then touch the (settings) icon. The Settings screen opens.

2. Slide the Bluetooth switch to the right to turn on Bluetooth.

3. Touch Bluetooth. Your tablet scans for and displays the names of other Bluetooth devices within range. If your tablet stops scanning before your Bluetooth device is ready, touch SEARCH FOR DEVICES in the top-right corner.

4. Touch the name of the Bluetooth device on the list that you want your tablet to pair with.

5. Follow the on-screen instructions to complete pairing. If you are prompted to enter a password, try entering 0000 or 1234 (the most common passwords), or consult the device's documentation. If the pairing is successful, your tablet will connect to the other device.
Changing your tablet’s Bluetooth name

To change your tablet’s Bluetooth name:

1. Touch the (home) icon, touch the (applications) icon, then touch the (settings) icon. The Settings screen opens.

2. Slide the Bluetooth switch to the right to turn on Bluetooth.

3. Touch (menu), then Rename tablet. The keyboard opens.

4. Enter a new name, then touch Rename.
Using multimedia

Turning the camera on or off

To turn on the camera:
1 Touch the (home) icon, then touch the (applications) icon. The Applications screen opens.

2 Touch the Camera icon. The camera turns on and your tablet automatically changes to landscape mode.

To turn off the camera:
• On the camera screen, touch the “dot” to the far left on the bottom of the screen.
Taking pictures

To take pictures:

1. Touch the (home) icon, then touch the (applications) icon. The Applications screen opens.

2. Touch the Camera icon. The camera turns on and your tablet automatically changes to landscape mode.

3. To use the camera:
   - Touch the blue capture button to take a picture.
   - To zoom in, touch the screen with your fingers together, then spread your fingers apart.
   - To zoom out, touch the screen with your fingers spread apart, then pinch your fingers together.

4. To change camera settings, touch the icon. You can change:
   - The white balance by touching the (white balance) icon.
   - The picture size, after touching the (settings) icon.
   - The location where the picture is stored, after touching the (settings) icon.

5. Touch the image you want to view.

6. When you finish, touch the (home) icon to return to the Home screen.
Recording video

To record video:
1 Touch the 🏛️ (home) icon, then touch the ☰ (applications) icon. The Applications screen opens.

2 Touch the 📷 Camera icon. The camera turns on and your tablet automatically changes to landscape mode.

3 Touch the 📷 Camera icon, then touch the 🎥 (video) icon at the bottom of the screen.

4 To use the camcorder:
   • Touch the red record button to start or stop recording.
   • To zoom in, touch the screen with your fingers together, then spread your fingers apart.
   • To zoom out, touch the screen with your fingers spread apart, then pinch your fingers together.

5 To change camcorder settings, touch the 🎥 icon. You can adjust the white balance, time lapse interval, or store location by touching each item.
To watch a video:
1 Touch the (home) icon, then touch the (applications) icon. The Applications screen opens.

2 Gallery icon. The Gallery screen opens.
3 Select a category, then touch a video to view it.
4 While the video is playing, touch the display to access the video controller. Touch the display again to hide the controller.

Using the Gallery screen
The Gallery is where your pictures and videos are stored.

To open the Gallery:
1 Touch the (home) icon, then touch the (applications) icon. The Applications screen opens.
2 Touch the **Gallery** icon. The **Gallery** screen opens.

![Gallery screen](image)

3 To close the **Gallery** screen, touch the **(home)** icon or the **(return)** icon.

**Notes:**

- If you stored your files in folders (directories) on the microSD memory card, the **Gallery** screen displays these folders as separate albums. The top left album contains all the pictures on the microSD memory card. Touch an album to view the pictures in an album. If there are no picture albums, slide your finger upward or downward on the screen to view pictures.
- Depending on the number of pictures stored on the storage card, it may take some time to load all your photos on the tablet.
- If you open the **Gallery** screen from the **Camera** screen, when you touch the **(return)** icon your tablet displays the **Camera** screen.

**Viewing pictures**

**Note:** Pictures are sorted by date.

**To view a picture:**

- On the **Gallery** screen:
  - To open an album, touch it.
  - To view pictures, slide your finger up and down to scroll through the pictures.
  - To zoom **in** on a picture, touch the picture with your fingers together, then spread your fingers apart.
  - To zoom **out** on a picture, touch the picture with your fingers spread apart, then pinch your fingers together.
To rotate a picture, touch the picture, touch the \( \overset{\frown}{\downarrow} \) (options) icon in the upper-right corner, then touch Rotate left (to rotate the picture 90° counter-clockwise) or Rotate right (to rotate the picture 90° clockwise). Each time you touch a rotation option, the picture rotates 90°.

- When you finish, touch the \( \overset{\frown}{\rightarrow} \) (home) icon to return to the Home screen.

Using other picture options

To use other picture options:

1. While viewing a picture full-screen, touch:
   - Share—to share the picture via Bluetooth or other applications. To select email, an email account must previously be set up.
   - Menu—Touch to access Slideshow, Edit, Crop, Set picture as, or Details.

   Note: An edited picture is saved on your tablet as a copy. The original picture remains unedited.

2. When you finish, touch the \( \overset{\frown}{\rightarrow} \) (home) icon to return to the Home screen.

Listening to music

To listen to music:

1. Touch the \( \overset{\frown}{\rightarrow} \) (home) icon, then touch the \( \overset{\frown}{\rightarrow} \) (applications) icon. The Applications screen opens.
2 Touch the Music icon. The Music Library screen opens.

![Music Library Screen]

Your music is organized into categories: Artists, Albums, Songs, and Playlists.

3 Touch the category you want to open, then select a song to start playback.

-OR-

Touch and hold a song title to open a pop-up window, then choose an option. You can:
- Play
- Add the song to a playlist
- Use the song as a device ringtone
- Delete
- Search

**Song playback options**

While listening to a song, you can:
- Touch \( \equiv \) to select songs from the list.
- Touch \( \times \) to turn shuffle on or off.
- Touch \( \rightleftarrows \) to cycle through the repeat modes, which include Repeat all songs, Repeat current song, and Repeat is off.
- Touch \( \ll\ll \) to pause and \( \gg \) to resume playback.
- Touch \( \rightarrow \) or \( \leftarrow \) to go to the next or previous song.
- Drag the progress bar to the desired playing point.
Using other song options

To use other song options:
1. While listening to a song, touch the (menu) icon in the lower-right corner, then select and modify one of the following from the menu:
   - **Library**—To go to the music library.
   - **Party shuffle**—To turn Party shuffle on or off.
   - **Add to playlist**—To add the song to a playlist.
   - **Use as ringtone**—To set the song as your ringtone.
   - **Delete**—To delete the song.
   - **Sound effects**—To adjust sound settings.
2. When you finish, touch the (home) icon to return to the Home screen.

Using Wireless Display

The Wireless Display option on your tablet allows you to wirelessly stream content, like movies, photos, music, and more from your Android tablet to your connected display device, such as a TV.

To use the Wireless Display option:
1. Touch the (settings) icon, then touch Wi-Fi to make sure ON is selected.
2. Drag the screen up to touch **Display**, then touch **Wireless Display**.
3. Slide the bar in the upper-right corner of the screen to **On**, then touch **Search for Displays**. All available devices are displayed.
4 Select the device to connect to.

Note: Additional steps may be required. If connecting to a TV using a connected device, such as a wireless receiver, you may need to select the correct input. See the instructions that came with your connected device for complete connection information.

Using the Settings screen

The Settings screen lets you customize and manage Wi-Fi, Sound, Display, Applications and more.

To use the Settings menu:

1 Touch the (home) icon, touch the (applications) icon, then touch the (settings) icon. The Settings screen opens.
From the Settings screen, you can access the following:

<table>
<thead>
<tr>
<th>WIRELESS and NETWORKS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Wi-Fi</td>
<td>Touch to turn Wi-Fi on or off.</td>
</tr>
<tr>
<td>Bluetooth</td>
<td>Touch to turn Bluetooth on or off.</td>
</tr>
<tr>
<td>Data Usage</td>
<td>Displays how much data is being used. Touch to see the data usage cycle.</td>
</tr>
<tr>
<td>More</td>
<td>Touch to switch to airplane mode or set up VPN (virtual private network).</td>
</tr>
<tr>
<td>DEVICE</td>
<td></td>
</tr>
<tr>
<td>Sound</td>
<td>Touch to set the volume and sound level for media, notifications and alarms.</td>
</tr>
<tr>
<td>Display</td>
<td>Touch to adjust Brightness, Wallpaper, Sleep, Daydream, Font size, and Wireless display.</td>
</tr>
<tr>
<td>Storage</td>
<td>Touch to view the amount of internal storage being used and the total space available.</td>
</tr>
<tr>
<td>Battery</td>
<td>Touch to view battery life and percentage remaining.</td>
</tr>
<tr>
<td>Apps</td>
<td>Touch to manage and uninstall applications.</td>
</tr>
<tr>
<td>Users</td>
<td>Touch to manage users.</td>
</tr>
<tr>
<td>PERSONAL</td>
<td></td>
</tr>
<tr>
<td>Location access</td>
<td>Touch to manage location access and location sources.</td>
</tr>
<tr>
<td>Security</td>
<td>Touch to adjust screen security.</td>
</tr>
<tr>
<td>Language &amp; input</td>
<td>Touch to set language, spell checker, and keyboard.</td>
</tr>
<tr>
<td>Backup &amp; reset</td>
<td>Touch to perform factory data reset.</td>
</tr>
<tr>
<td>ACCOUNTS</td>
<td></td>
</tr>
<tr>
<td>Email</td>
<td>Touch to manage email accounts.</td>
</tr>
<tr>
<td>Add account</td>
<td>Touch to add an email account or other sync options accounts.</td>
</tr>
<tr>
<td>SYSTEM</td>
<td></td>
</tr>
<tr>
<td>Date &amp; time</td>
<td>Touch to set date and time automatically or manually.</td>
</tr>
<tr>
<td>Accessibility</td>
<td>Touch to adjust text display.</td>
</tr>
<tr>
<td>About tablet</td>
<td>Touch to view software version and if there is a software update available.</td>
</tr>
</tbody>
</table>
Managing storage space

Viewing available storage space

You can view how much of your internal storage has been used and how much it still available.

To view storage space:

1. Touch the (home) icon, touch the (applications) icon, then touch the (settings) icon. The Settings screen opens.


3. When you finish, touch the (home) icon to return to the Home screen.
Clearing application cache and data

You can free up storage by deleting application cache and data.

**To clear application cache and data:**

1. Touch the (home) icon, touch the (applications) icon, then touch the (settings) icon. The *Settings* screen opens.

2. Touch Apps.
3 Touch the application that has cache or data you want to clear. An application information screen opens.

4 Touch Clear data, then touch OK to clear data the application has stored.

OR

Touch Clear cache to clear the application's cache.

5 When you finish, touch the (home) icon to return to the Home screen.

Freeing up internal or microSD memory card storage space

If your tablet is running low on storage space, try one of the following:

• Go to your Internet browser and clear all temporary Internet files and browser history information. See the browser's online help for instructions.
• Move data files, such as pictures, videos, or music files, to the microSD memory card or a computer.
• Move applications to the microSD memory card if the applications will run from the memory card.
• Move data files from the microSD memory card to a computer.

Resetting your tablet to the default settings

Resetting the tablet deletes all data, including downloaded applications, and resets the tablet back to its initial state—the state before you turned on the tablet for the first time.

Caution: Make sure that you back up the data you have on your tablet before you reset your tablet to the default settings.

Resetting your tablet to the default settings deletes all your files including:

• Applications you installed
• Data files, such as pictures, videos, and music files
To reset your tablet to the default settings:

1. Connect your tablet to a power outlet.
2. Touch the (home) icon, touch the (applications) icon, then touch the (settings) icon. The Settings screen opens.

   ![Settings Screen](image)

2. Drag the screen up, then touch Backup & reset. The BACKUP & RESET screen opens.

   ![Backup & Reset Screen](image)
3 Touch **Factory data reset.** The *Factory data reset* screen opens.

4 Touch **Reset tablet** to reset your tablet.

After you reset your tablet to the default settings, you will have to go through the initial setup again. See “**Turning on your tablet for the first time.**”
Troubleshooting

What should I do if the display freezes or does not respond?
• Insert a paper clip or pin into the RESET hole on the side of your tablet, then turn on your tablet again.

What should I do if I cannot turn on my tablet?
• Connect the charger and check the battery level on the screen. Make sure that the battery is fully charged.

Can I open Microsoft Office and PDF files on my tablet?
• You can purchase and download third party applications to read these types of files.

What should I do if my tablet won’t turn on?
• Make sure that the battery is charged.
• Make sure that the power adapter is securely connected.
• Make sure that you are using the power adapter that was included with your tablet.

What should I do if my tablet won’t recognize the SD card?
• Make sure that you have inserted a certified SD card.
• Make sure that you have inserted the memory card correctly.
• With the SD card inserted, power off and power on your tablet.

What should I do if my tablet shows a low-battery warning?
• Connect your tablet to a computer or the included power adapter to charge the battery.

What should I do if I can’t access the web?
• Check the wireless signal indicator in the status bar at the top of the screen. If there is no signal, you are not connected.
• Make sure that Wi-Fi is turned on.
• Make sure to select the right network and enter the correct password.

What should I do if there is no sound coming from my tablet?
• Unplug and reconnect the headset. Make sure that the connector is pushed in all the way.
• The volume may be muted or set too low. Increase the volume setting.

Why is the actual storage less than storage in the specification?
• The device needs some space to hold system applications and data files, so the actual storage is less than the memory capacity in the specifications.
Maintaining

- Keep your tablet dry.
- Avoid exposing your tablet to extreme hot or cold temperatures.
- Avoid placing your tablet close to lit cigarettes, open flames, or any heat source.
- Do not drop, knock, or shake your tablet. Rough handling may break internal circuit boards.
- Do not paint your tablet as the paint could obstruct the ports and prevent normal use.
- Keep your tablet in a clean and dust free place.

Disclaimer: Best Buy does not recommend the use of any ammonia or alcohol-based cleaners on the LCD screen or plastic casing. Some chemical cleaners have been reported to damage the screen and/or display case. Best Buy will not be liable for damage resulting from the use of any ammonia or alcohol-based cleaners.

Specifications

Specifications are subject to change without notice.

<table>
<thead>
<tr>
<th>Specification</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dimensions (W × H × D)</td>
<td>8.2 × 6.2 × 0.43 in. (20.9× 15.8 × 1.1 cm)</td>
</tr>
<tr>
<td>Weight</td>
<td>1/2 lbs. (0.5 kg)</td>
</tr>
<tr>
<td>Screen size</td>
<td>8-inches diagonal</td>
</tr>
<tr>
<td>Aspect ratio</td>
<td>4:3</td>
</tr>
<tr>
<td>Screen resolution</td>
<td>1024 × 768</td>
</tr>
<tr>
<td>Pixel-per-inch (PPI)</td>
<td>160</td>
</tr>
<tr>
<td>CPU</td>
<td>Dual-core Cortex A9 1.2 Ghz processor</td>
</tr>
<tr>
<td>Power supply</td>
<td>5V/2A</td>
</tr>
<tr>
<td>Power consumption</td>
<td>10W</td>
</tr>
<tr>
<td>RAM</td>
<td>1 GB</td>
</tr>
<tr>
<td>Internal memory</td>
<td>8 GB</td>
</tr>
<tr>
<td>microSD memory card</td>
<td>Up to 32 GB</td>
</tr>
<tr>
<td>Camera</td>
<td>Front, 2MP</td>
</tr>
<tr>
<td>Maximum video capture resolution</td>
<td>480p</td>
</tr>
<tr>
<td>Operating system</td>
<td>Android JB 4.2</td>
</tr>
<tr>
<td>USB port</td>
<td>Micro USB</td>
</tr>
<tr>
<td>Wi-Fi</td>
<td>802.11 b/g/n</td>
</tr>
<tr>
<td>Bluetooth</td>
<td>4.0</td>
</tr>
<tr>
<td>Battery</td>
<td>3.7V @ 4000 mAh rechargeable lithium-ion polymer</td>
</tr>
</tbody>
</table>
Legal notices

FCC Warning
This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:
(1) this device may not cause harmful interference, and
(2) this device must accept any interference received, including interference that may cause undesired operation.

FCC Part 15
This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:
• Reorient or relocate the receiving antenna.
• Increase the separation between the equipment and receiver.
• Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
• Consult the dealer or an experienced radio/TV technician for help.

Warning:
Changes or modifications not expressly approved by the party responsible for compliance with the FCC Rules could void the user’s authority to operate this equipment.

Note:
The manufacturer is not responsible for any radio or TV interference caused by unauthorized modifications to this equipment. Such modifications could void the user’s authority to operate the equipment.

RSS-Gen & RSS-210 Statement
This device complies with Industry Canada licence-exempt RSS standard(s).
Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device.
Le présent appareil est conforme aux CNR d’Industrie Canada applicables aux appareils radio exempts de licence. L’exploitation est autorisée aux deux conditions suivantes : (1) l’appareil ne doit pas produire de brouillage, et (2) l’utilisateur de l’appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d’en compromettre le fonctionnement.

RSS-102 Statement
This equipment complies with Industry Canada radiation exposure limits set forth for an uncontrolled environment.
Cet équipement est conforme à l’exposition aux rayonnements Industry Canada limites établies pour un environnement non contrôlé.

Specific Absorption Rate (SAR) Certification Information
Your wireless mobile device is a radio transmitter and receiver. It is designed and manufactured not to exceed the exposure limits for Radio Frequency (RF) energy set by the Federal Communications Commission (FCC) of the U.S. Government.
These FCC RF exposure limits are derived from the recommendations of two expert organizations: The National Council on Radiation Protection and Measurement (NCRP) and the Institute of Electrical and Electronics Engineers (IEEE). In both cases, the recommendations were developed by scientific and engineering experts drawn from industry, government, and academia after extensive reviews of the scientific literature related to the biological effects of RF energy.

The RF exposure limit set by the FCC for wireless mobile devices employs a unit of measurement known as the Specific Absorption Rate (SAR). The SAR is a measure of the rate of absorption of RF energy by the human body expressed in units of watts per kilogram (W/kg). The FCC requires wireless devices to comply with a safety limit of 1.6 watts per kilogram (1.6 W/kg).

The FCC SAR limit incorporates a substantial margin of safety to give additional protection to the public and to account for any variations in measurements. SAR tests are conducted using standard operating positions accepted by the FCC with the mobile device transmitting at its highest certified power level in all tested frequency bands. Although the SAR is determined at the highest certified power level, the actual SAR level of the mobile device while operating can be well below the maximum reported value. This is because the mobile device is designed to operate at multiple power levels so as to use only the power required to reach the network. In general, the closer you are to a wireless base station antenna, the lower the power output of the mobile device.

Before a new model mobile device is available for sale to the public, it must be tested and certified to the FCC that it does not exceed the SAR limit established by the FCC. Tests for each model mobile device are performed in positions and locations (e.g. near the body) as required by the FCC.

By typical operations, this mobile device has been tested and meets FCC SAR guidelines. Use of other accessories may not ensure compliance with FCC RF exposure guidelines. The FCC has granted an Equipment Authorization for this mobile device with all reported SAR levels evaluated as in compliance with the FCC RF exposure guidelines. This mobile device has a FCC ID number: A3LSCHI925 and the specific SAR levels for this mobile can be found at the following FCC website: http://www.fcc.gov/oet/ea/

The SAR information for this device can also be found on Samsung's website: http://www.samsung.com/sar

SAR information on this and other model mobile devices can be accessed online on the FCC's website through http://transition.fcc.gov/oet/rfsafety/sar.html. To find information that pertains to a particular model mobile device, this site uses the mobile device FCC ID number, which is usually printed somewhere on the case of the mobile device.

Once you have the FCC ID number for a particular mobile device, follow the instructions on the website and it should provide values for typical or maximum SAR for a particular mobile device. Additional SAR information can also be obtained at http://www.fcc.gov/encyclopedia/specific-absorption-rate-sar-cellular-telephones.

**COFETEL Statement**

La operación de este equipo está sujeta a las siguientes dos condiciones:
1) es posible que este equipo o dispositivo no cause interferencia perjudicial y
2) este equipo debe aceptar cualquier interferencia, incluyendo la que pueda causar su propia operación no deseada.

**OPEN SOURCE SOFTWARE NOTICE**

If you require additional information, or you wish to receive the complete corresponding GPL licensed source code, please call the Insignia support line at 1-877-467-4289. This source code is available for a period of three (3) years from the date of the distribution of this product by Insignia.

The open source software licenses associated with the Insignia Flex Tablet can be viewed by selecting: Settings > About Tablet > Legal Information > Open Source Licenses.
Insignia Products (“Insignia”) warrants to you, the original purchaser of this new NS-14T002 (“Product”), that the Product shall be free of defects in the original manufacture of the material or workmanship for a period of 1 year from the date of your purchase of the Product (“Warranty Period”). This Product must be purchased from an authorized dealer of Insignia brand products and packaged with this warranty statement. This warranty does not cover refurbished Product. If you notify Insignia during the Warranty Period of a defect covered by this warranty that requires service, terms of this warranty apply.

How long does the coverage last?
The Warranty Period lasts for 1 year (365 days) from the date you purchased the Product. The purchase date is printed on the receipt you received with the Product.

What does this warranty cover?
During the Warranty Period, if the original manufacture of the material or workmanship of the Product is determined to be defective by an authorized Insignia repair center or store personnel, Insignia will (at its sole option): (1) repair the Product with new or rebuilt parts; or (2) replace the Product at no charge with new or rebuilt comparable products or parts. Products and parts replaced under this warranty become the property of Insignia and are not returned to you. If service of Products or parts are required after the Warranty Period expires, you must pay all labor and parts charges. This warranty lasts as long as you own your Insignia Product during the Warranty Period. Warranty coverage terminates if you sell or otherwise transfer the Product.

How to obtain warranty service?
If you purchased the Product at a retail store location, take your original receipt and the Product to the store you purchased it from. Make sure that you place the Product in its original packaging or packaging that provides the same amount of protection as the original packaging. If you purchased the Product from an online web site, mail your original receipt and the Product to the address listed on the web site. Make sure that you put the Product in its original packaging or packaging that provides the same amount of protection as the original packaging.

Where is the warranty valid?
This warranty is valid only in the United States and Canada at Best Buy or Future Shop branded retail stores or websites to the original purchaser of the product in the county where the original purchase was made.

What does the warranty not cover?
This warranty does not cover:
• Customer instruction
• Installation
• Set up adjustments
• Cosmetic damage
• Damage due to acts of God, such as lightning strikes
• Accident
• Misuse
• Abuse
• Negligence
• Commercial use
• Modification of any part of the Product, including the antenna
• Display panel damaged by static (non-moving) images applied for lengthy periods (burn-in).
This warranty also does not cover:

- Damage due to incorrect operation or maintenance
- Connection to an incorrect voltage supply
- Attempted repair by anyone other than a facility authorized by Insignia to service the product
- Products sold as is or with all faults
- Consumables, such as fuses or batteries
- Products where the factory applied serial number has been altered or removed

REPAIR REPLACEMENT AS PROVIDED UNDER THIS WARRANTY IS YOUR EXCLUSIVE REMEDY. INSIGNIA SHALL NOT BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES FOR THE BREACH OF ANY EXPRESS OR IMPLIED WARRANTY ON THIS PRODUCT, INCLUDING, BUT NOT LIMITED TO, DATA LOSS, LOSS OF USE OF YOUR PRODUCT, LOST BUSINESS OR LOST PROFITS. INSIGNIA PRODUCTS MAKES NO OTHER EXPRESS WARRANTIES WITH RESPECT TO THE PRODUCT, ALL EXPRESS AND IMPLIED WARRANTIES FOR THE PRODUCT, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE LIMITED IN DURATION TO THE WARRANTY PERIOD SET FORTH ABOVE AND NO WARRANTIES, WHETHER EXPRESS OR IMPLIED, WILL APPLY AFTER THE WARRANTY PERIOD. SOME STATES, PROVINCES AND JURISDICTIONS DO NOT ALLOW LIMITATIONS ON HOW LONG AN IMPLIED WARRANTY LASTS, SO THE ABOVE LIMITATION MAY NOT APPLY TO YOU. THIS WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS, AND YOU MAY ALSO HAVE OTHER RIGHTS, WHICH VARY FROM STATE TO STATE OR PROVINCE TO PROVINCE.

Contact Insignia:
For customer support, call 1-877-467-4289 (U.S. and Canada) or 01-800-926-3000 (Mexico)
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