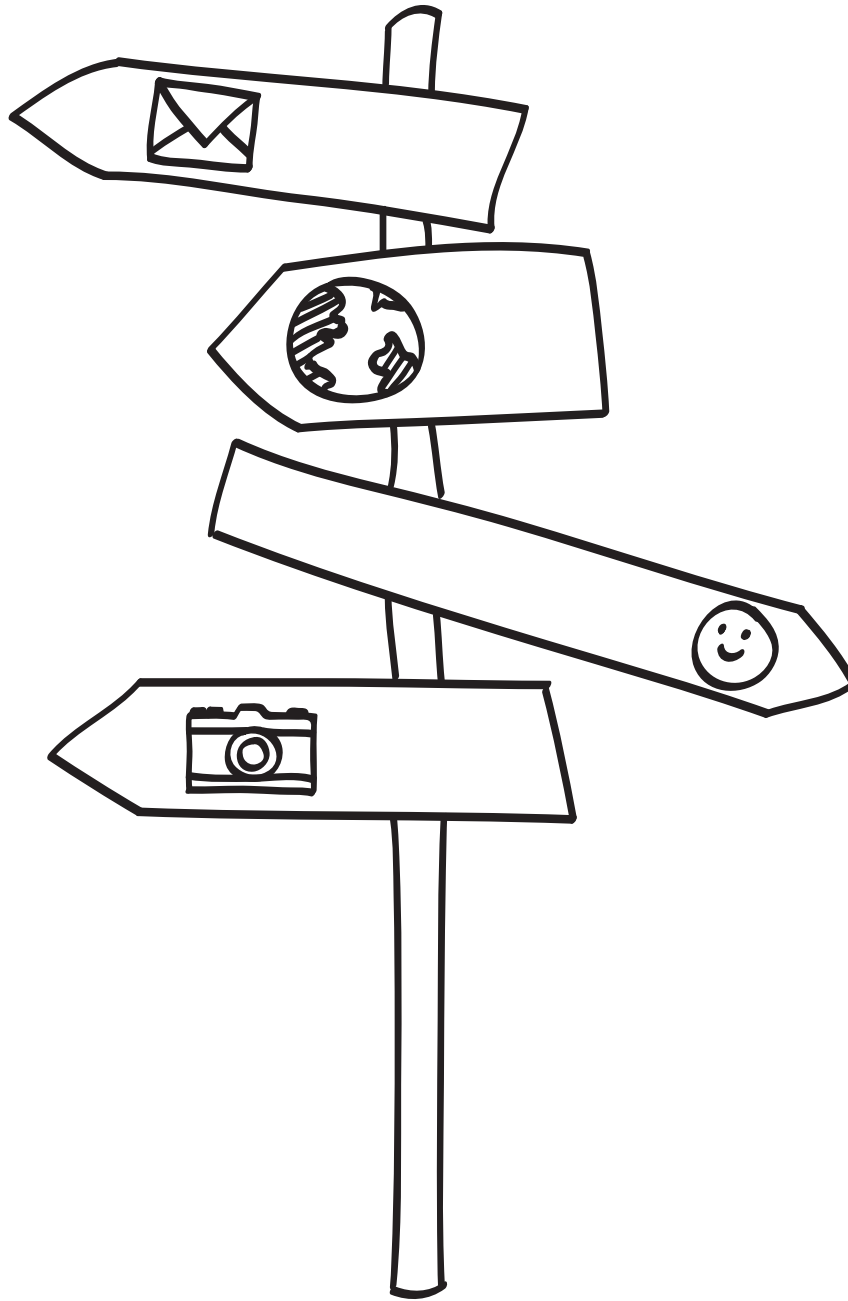


# Your **HTC First™** User guide



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## Trademarks and copyrights

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## Index

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## Conventions used in this guide

In this user guide, we use the following symbols to indicate useful and important information:



This is a note. A note often gives additional information, such as what happens when you choose to do or not to do a certain action. A note also provides information that may only be applicable to some situations.



This is a tip. A tip gives you an alternative way to do a particular step or procedure, or lets you know of an option that you may find helpful.



This indicates important information that you need in order to accomplish a certain task or to get a feature to work properly.



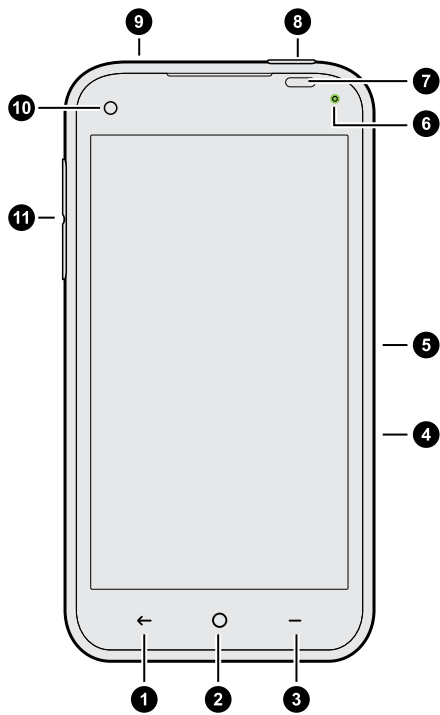
This provides safety precaution information, that is, information that you need to be careful about to prevent potential problems.

## Important information

This device was tested for typical body-worn operations per the FCC's radio frequency (RF) safety requirements. To comply with these RF exposure requirements, use a belt-clip, holster, or similar accessory with this device to maintain a minimum separation distance of 1.0 cm between the user's body and the handset, with the device oriented with either the front or back of the device facing towards the user's body. Such accessories should not contain any metallic components. Body-worn accessories that do not meet these requirements may not ensure compliance with FCC RF exposure guidelines and their use should be avoided.

# Unboxing

## HTC First



1. BACK
2. HOME
3. MENU
4. SIM card tray (with tray eject hole)
5. USB connector
6. Notification LED
7. Proximity / Light sensor
8. POWER
9. 3.5mm headset jack
10. Front camera
11. Volume controls



If you want to use a screen protector, please don't cover and block the proximity sensor. You can purchase the dedicated screen protector for HTC First that already has a small opening for the sensor.

## SIM card

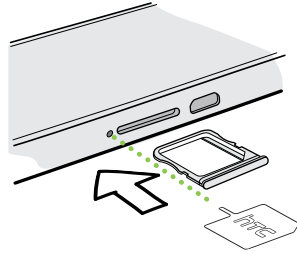
HTC First uses a microSIM card. The microSIM card contains your phone number, service details, and memory for storing phonebook contacts and/or text messages.

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### Inserting the SIM card

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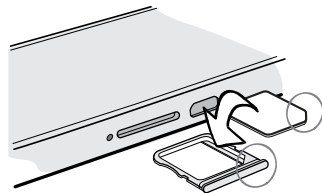
1. Hold the phone face up.
2. Insert the tip of the SIM eject tool into the small hole next to the SIM card tray slot.



3. Push the tip all the way into the hole until the SIM card tray ejects.
4. Pull the SIM card tray out, and place the SIM card (contacts facing down) into the tray.



Use a standard microSIM only. Inserting other types (such as nanoSIM with an adapter or a modified SIM) may cause the card to not fit properly or damage the card slot.



5. Insert the SIM card tray back into the slot.



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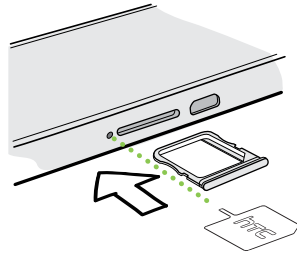
## Removing the SIM card

---



Make sure to switch off HTC First before removing your SIM card.

1. Hold the phone face up.
2. Insert the tip of the SIM eject tool into the small hole next to the SIM card tray slot.



3. Push the tip all the way into the hole until the SIM card tray ejects.
4. Pull the SIM card tray out, and remove the SIM card.

When removing the SIM card, make sure that you insert the empty SIM card tray back into the slot.

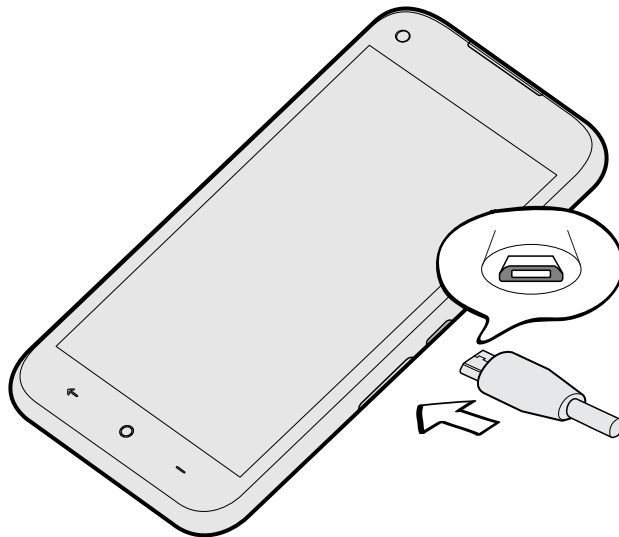
## Charging the battery

Before you turn on and start using HTC First, it is recommended that you charge the battery.



Use the power adapter and USB cable provided in the box when you charge the battery.

1. Insert the small end of the USB cable into the USB connector.



2. Insert the other end of the USB cable into the power adapter.
3. Plug in the power adapter to an electrical outlet to start charging the battery.



As a safety precaution, the battery stops charging if it overheats.

## Switching the power on or off

### Switching the power on

Press and hold the POWER button.



When you turn on HTC First for the first time, you'll need to set it up.

---

## Switching the power off

---

1. If the display is off, press the POWER button to turn it back on, then unlock the screen.
2. Press and hold the POWER button for a few seconds.
3. Tap **Power off** on the options menu.
4. Tap OK.

# Setting up your phone

## Setting up HTC First for the first time

When you switch on HTC First for the first time, you'll be asked to set it up.

Walk through the on-device setup to choose your Internet connection, sign in to your Google® account, and more.



Some features that need to connect to the Internet such as location-based services and auto-sync of your online accounts may incur extra data fees. To avoid incurring these fees, disable these features under Settings.

## Logging into your Facebook account

After initial setup, make sure to log into your Facebook® account to get the best experience on HTC First.

1. Tap **Log into Facebook**.
2. Sign into your Facebook account.

Or to create a new account, tap **Sign Up for Facebook**.

## Allowing app updates for Facebook

Make sure you're always using the best version of Facebook by allowing automatic updates.

1. Open the Play Store app.
2. Search for the Facebook app.
3. Tap **Allow automatic updating** to make sure your app stays current.

## Updating the HTC First software

HTC First can check and notify you if there's a new update available. You can also manually check if there's an available update.

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### Checking for AT&T updates manually

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1. On the Apps screen, tap **Settings**.
2. Tap **AT&T software update**.
3. Tap **Check for updates**. HTC First checks if updates are available.

# Your first week with your new phone

## Basics

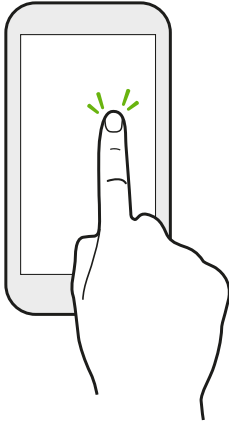
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### Touch gestures

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Use touch gestures to get around the Home screen, open apps, scroll through lists, and more.

#### Tap



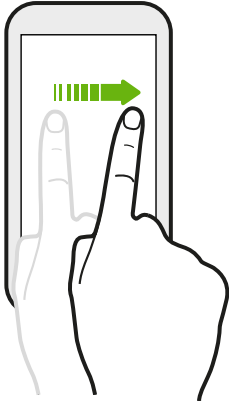
Tap the screen with your finger when you want to select onscreen items such as application and settings icons, or press onscreen buttons.

#### Press and hold



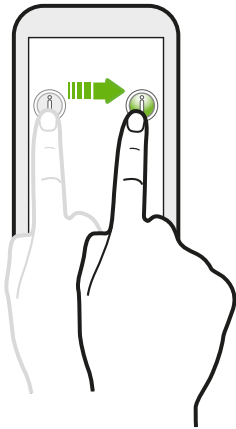
To open the available options for an item (for example, a link in a webpage), just press and hold the item.

## Swipe or slide



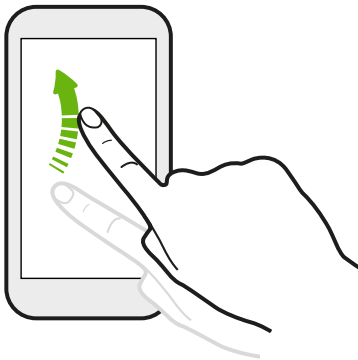
Quickly swipe your finger vertically or horizontally across the screen to go to other Home pages, scroll through documents, and more.

## Drag



Press and hold your finger with some pressure before you start to drag. While dragging, don't release your finger until you have reached the target position.

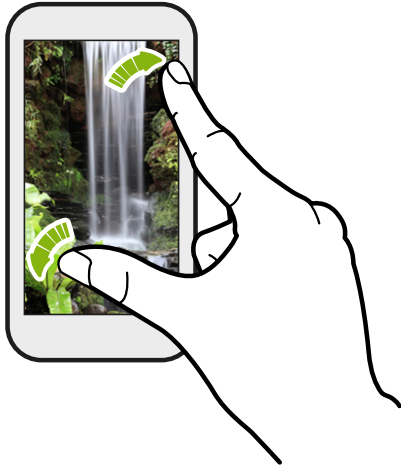
## Flick



Flicking the screen is similar to swiping, except that you need to swipe your finger in light, quicker strokes, such as when moving right and left on the Home screen, or flicking through a contacts or message list.

## Pinch and spread

In some apps, like Gallery or the web browser, spread your fingers on the screen to zoom in when viewing a picture or text.



Pinch the screen to zoom out of the picture or text.



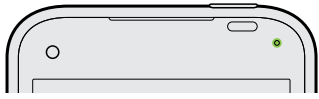


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## Notification LED

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To activate the notification LED, on the Settings app, tap **Display > LED Active**. The notification LED shows a:



- Solid green light when HTC First is connected to the power adapter or a computer and the battery is fully charged.
- Flashing green light when you have a pending notification.
- Solid orange light when the battery is being charged.
- Flashing orange light when the battery level reaches very low.

### Where's the status bar?

The status bar shows the battery level, signal strength, and pending notifications. If you want to see the status bar on Facebook Home, you can:

- Swipe your finger down from the top edge of the screen.
- Press **—**, tap **Home Settings**, and then select **Show Status Bar** to always see the status bar on the Home screen.

---

## Sleep mode

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Sleep mode saves battery power by putting HTC First into a low power state while the display is off. It also stops accidental button presses when HTC First is in your bag.

### Switching to Sleep mode

Briefly press the **POWER** button to turn off the display and switch to Sleep mode. HTC First also automatically goes into Sleep mode when it's left idle for a while.

You can change the time before HTC First sleeps in the **Settings > Display**.

### Waking up from Sleep mode

To wake HTC First up manually, press the **POWER** button. You may need to unlock the screen.



HTC First automatically wakes up when you have an incoming call.

---

## Turning on the lock screen

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Turn on the lock screen if you don't want your cover feed to immediately show when you wake HTC First up from Sleep mode.

1. From the cover feed, press **—**, and then tap **Home Settings**.
2. Clear the **See Home When Screen Turns On** option.

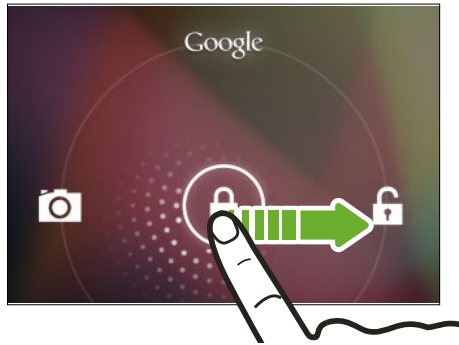


For added security, you can change the screen lock to another option, such as pattern, password, and more. For details, see [Protecting HTC First with a screen lock](#) on page 75.

## Unlocking HTC First

If you're using the default screen lock, you need to unlock HTC First before you can open cover feed notifications, app shortcuts on Facebook Home, and more.


To unlock, press and hold the lock icon, and then drag it to any of the shortcuts around it.



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## Opening an app

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1. From the cover feed, press **○**. Or press and hold your profile picture and then drag it to .
2. Slide your finger to the right to go to the Apps screen, and then tap the app you want to use.

## Capturing the HTC First screen

Want to show off your high game score, write a blog post about HTC First features, or post a status update about a song you're playing? It's easy to take a picture of the screen and share it from Gallery.

Simultaneously press and hold POWER and VOLUME DOWN buttons. The screen is saved in the Screenshots album in Gallery.

## Changing your ringtone, notifications, and sounds

1. On the Apps screen, tap **Settings**.
2. Tap **Sound**.
3. Tap **Phone ringtone** or **Default notification** to change the ringtone and notification sound.



Want alarms to ring louder but notifications to be more discreet? In Settings, tap **Sound > Volumes** and set the volume levels for each sound type.


## Working with text

### Selecting, copying, and pasting text

In apps such as the web browser and Email, you can select and copy text, and then paste or share it.

1. Press and hold on a word.
2. Drag the start and end anchors to highlight the surrounding text you want to select.





3. After you have selected the text you want to copy, tap .
- The selected text is then copied to the clipboard.
4. In a text entry field (for example while composing an email), press and hold at the point where you want to paste the text.
5. Tap **Paste**.



To copy the address of a linked webpage, press and hold the link, and then tap **Copy link address**.




## Sharing text

1. After you have selected the text you want to share, tap  (or press , then tap **Share**).
2. Choose where to paste and share the selected text, such as in an email message or social network status update.


## Entering text

The onscreen keyboard becomes available when you tap a text field in an app. Enter letters and numbers, add words to your personal dictionary, and more.

Tap the keys on the onscreen keyboard to enter letters and numbers, as well as punctuation marks and symbols.

- Tap  to enter an uppercase letter. Double-tap to turn on caps lock.
- Tap  to show number and symbol keys.
- Press  to close the onscreen keyboard.



To open the keyboard settings, go to **Settings > Language & input**, and then tap  beside **Android keyboard**.

## Entering text with word prediction

Word prediction is enabled by default, and word suggestions are displayed as you type.




To enter text in word prediction mode, do any of the following:

- Tap the space bar to insert a highlighted word in the suggestion list.
- Tap a word from the suggestion list.


### Adding words and phrases to the word prediction dictionary

Add frequently-used names, acronyms, and even phrases to the word prediction dictionary to easily find them in the suggestion list.

Type even faster when you create text shortcuts to words and phrases. Instead of typing *Talk to you later*, save a few keystrokes by adding the `ttyl` shortcut. In your message or email, just type `"tты1"`, and then tap the complete phrase from the suggestion list.

1. On the Apps screen, tap **Settings**.
2. Tap **Language & input > Personal dictionary > +**.
3. Enter a word or phrase, and then enter its text shortcut.
4. Tap **Done** to close the onscreen keyboard, and then press .

## Editing or deleting words and phrases in the word prediction dictionary


1. On the Apps screen, tap **Settings**.
2. Tap **Language & input > Personal dictionary**.
  - To edit a word, phrase, or shortcut, tap the item in the list.
  - To delete a word or phrase from the dictionary, tap an item in the list, and then tap .

---

## Entering text by speaking

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No time to type? Try speaking the words to enter them.

1. Tap an area where you want to enter text.
2. On the onscreen keyboard, tap .
3. When you see the microphone image, speak out the words you want to type.



To set the voice input language, tap the language bar above the microphone image. You can choose one or more languages. Available languages depend on the voice input languages supported by Google.

4. If a word doesn't match what you've spoken and it's underlined, tap the underlined word to delete it or to see more choices.
5. Enter punctuation marks by saying the name (for example, say "comma").

## Battery

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### Checking battery usage

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See a ranking list of apps that are using the battery. You can also see how much and how long the battery has been used for each app.

1. On the Apps screen, tap **Settings**.
2. Tap **Battery**.
3. Tap an app to check how it's using the battery. You'll see how much battery power is used.

---

### Getting the battery to last longer

---

How long the battery can last before it needs recharging depends on how you use HTC First.

In times when you need to extend the battery life more, try out some of these tips:

#### Check your battery usage

Monitoring your battery usage helps you identify what's using the most power so you can choose what to do about it. For details, see [Checking battery usage](#) on page 21.

## Manage your connections

- Turn off wireless connections you're not using. Go to Settings to turn on or off connections such as mobile data, Wi-Fi®, or Bluetooth®.
- Turn GPS on only when a precise location is needed.

To prevent some apps from using GPS in the background, keep the **GPS satellites** setting off. Turn it on only when you need your precise location while using navigation or location-based apps. Go to Settings and tap **Location access** to turn this setting on or off.

## Manage your display

Lowering the brightness, letting the display sleep when not in use, and keeping it simple helps save battery power.

- Use automatic brightness (the default), or manually lower the brightness.
- Set the screen timeout to a shorter time.

## Manage your apps

- Install the latest software and application updates. Updates sometimes include battery performance improvements.
- Uninstall or disable apps that you never use.

Many apps run processes or sync data in the background even when you're not using them. If there are apps that you don't need anymore, uninstall them.

If an app came preloaded and can't be uninstalled, disabling the app can still prevent it from continuously running or syncing data. In **Settings > Apps**, swipe to the **All** tab, tap the app, and then tap **Disable**.

## Limit background data and sync

Background data and sync can use a lot of battery power if you have many apps syncing data in the background. Determine which apps can be set with longer sync times, or sync manually.

- If you have many email accounts, consider prolonging the sync time of some accounts.
- In Google Play™ Store, press **—**, tap **Settings**, and then clear **Auto-update apps** if you're fine with updating apps from Google Play Store manually.

## Other tips


To squeeze in a little bit more battery power, try these tips:

- Tone down the ringtone and media volume.
- Minimize the use of vibration or sound feedback. In Settings, tap **Sound** and choose which ones you don't need and can disable.
- Check your apps' settings as you may find more options to optimize the battery.

# Facebook Home

## Getting around Facebook Home

Facebook Home brings you closer to people who matter to you. See posts by friends, check notifications, and access app shortcuts to organize your day.

- To switch between the cover feed and the app launcher, press .
- To see app shortcuts, press and hold your profile picture, and then drag it to any of the items around it.

---

### Opening a recent app

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You can easily reopen the last app you used.

From the cover feed, press and hold your profile picture, and then drag it to .

## Checking Facebook photos and status updates

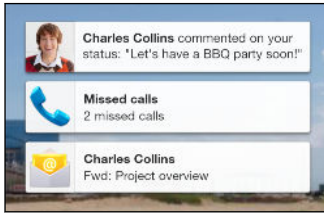
The cover feed shows you the latest updates from your friends. You'll see a stream of recent photos and posts from your News Feed.



- Swipe left or right to browse photos and status updates posted by your friends. Press and hold a photo to see it in full view.
- Double-tap a photo or status update to like it. You can also tap once on the screen to see the onscreen buttons, and then tap .
- To view comments or add your own, tap once on the screen to see the onscreen buttons, and then tap .

## Cover feed notifications

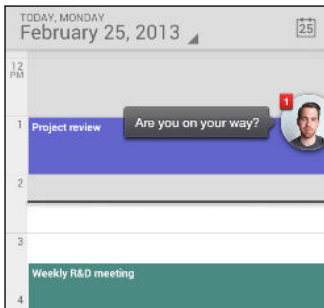
Check notifications such as a Facebook event invitation, a missed call, or a calendar reminder right on the cover feed.



- Double-tap a notification to open it.
- To dismiss a notification on the list, drag it left or right.






## Chat heads

Each time you receive a new Facebook message or text message, a chat head pops up on the cover feed or when you're using other apps. For details, see [Viewing your messages](#) on page 29.



- Tap chat heads to open or close the message.
- Drag chat heads to move them anywhere on the screen.
- To dismiss chat heads, press and hold it, and then drag it to **X**.
- If you've received several messages from different contacts, switch between messages by tapping the chat head and then tapping another sender's profile picture.



## Posting to Facebook from the app launcher

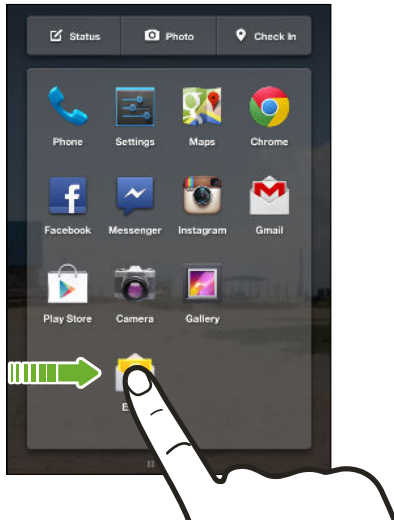
1. From the cover feed, press and hold your profile picture, and then drag it to . Or press .
2. On the app launcher, you can directly update Facebook:
  - Tap  to update your status.
  - Tap  to take and share a photo.
  - Tap  to check into a location.
3. Select who you want to share with.
4. Tap Post.




## Customizing the app launcher

Add apps you use often on the app launcher.

1. From the cover feed, press and hold your profile picture, and then drag it to . Or press .
2. From the app launcher, swipe right to see a list of all your apps.
3. Press and hold an app to drag it to your app launcher on the right.




To remove an app from the launcher, press and hold an icon that you want to delete, and then drag it to .

## Turning on Facebook Home from Android

If you've accidentally turned off Facebook Home, it's easy to set it up as your default Home screen again.

1. On the Apps screen in Android™, open the Facebook app.
2. Under Facebook Home Settings, tap **Enable Facebook Home**.








If you don't see the Settings screen when you open the Facebook app, press  and then tap **Settings**.

# Facebook Camera

## Taking a photo







Snap, tag, and share photos on the go.

1. From the app launcher, tap  **Photo**.
2. At the bottom of the photo gallery screen, tap .
3. To switch between the front or main camera, tap .
4. Tap  to choose a flash mode.
5. To adjust the focus, tap an area on the Viewfinder where you want to refocus.
6. When you're ready to take a photo, tap .

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## Sharing photos to Facebook




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1. After taking one or more photos, tap  on the Viewfinder screen.
2. To tag a photo, tap a photo thumbnail, and then tap your friends' faces.
3. Tap  to select the photo.
4. To tag and select more photos, swipe left or right to go to the previous or next photo, and then repeat steps 2 and 3.
5. To share your selected photos on Facebook, tap , and then type in your description.
6. You can also do any of the following:
  - Tap  to add a location to your photos.
  - Tap  to select the online album where you want to upload the photos.
  - Tap  to select an audience or privacy option for this post.
7. Tap **Post**.

## Recording a video

Shoot and easily share a recorded video with your friends.

1. From the app launcher, tap  **Photo**.
2. At the bottom of the photo gallery screen, tap .
3. Tap  to switch to video mode.
4. Use the onscreen controls to zoom in or out, switch between the front and main cameras, and more.





5. To see options for flash modes, effects, video quality, and more, tap .
6. When you're ready to record a video, tap .
7. Tap  to stop recording.

To upload the video to Facebook, tap . Or to just save it, tap .

---







### Sharing videos to Facebook

---

1. After recording video, tap .
2. Type in your description.
3. You can also do any of the following:
  - Tap  to add a location to your photos.
  - Tap  to select the online album where you want to upload the photos.
  - Tap  to select an audience or privacy option for this post.
4. Tap Post.

## Using Android Camera



You can also take photos and videos using Android Camera.

1. On the Apps screen, open the Camera app.
2. Do one of the following:
  - To switch to photo mode, tap , and then tap  to take a photo.
  - To capture a panoramic photo, tap , and then tap . Pan HTC First as smoothly as you can to automatically capture frames.
  - To switch to video mode, tap , and then tap  to start recording a video.
3. Use the controls on the Viewfinder screen to switch between the front and main camera, zoom in or out, choose a flash mode, and more.

# Facebook Messenger

## Sending a Facebook message


Use the Facebook Messenger app to start private conversations with your friends on Facebook. You can also send text or multimedia messages to a mobile phone number. You can text anyone in your phone contacts and as well as message any friend on Facebook.

1. From the cover feed, press and hold your profile picture, and then drag it to .
2. Tap .
3. Do any of the following:
  - Enter the first few letters of a contact's name in the **To** field, and then tap the friend in the suggested list.
  - Enter a mobile phone number, and then tap **Text to:** [mobile phone number].



Standard texting and data rates apply.

Repeat this step to add more message recipients.




4. Tap the text box, and then enter your message.
5. To add an attachment, tap , and then choose an attachment type.
6. When finished, tap **Send**.

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## Creating your Favorites list

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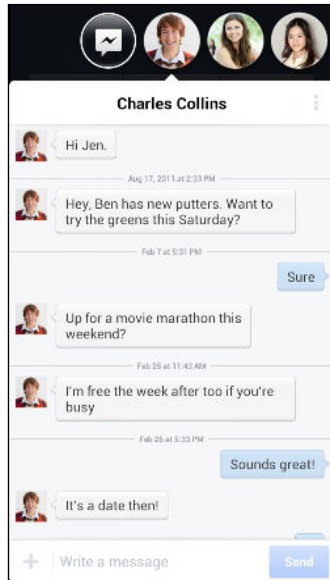
Quickly send messages by adding your friends you frequently chat with to your Favorites list.

1. From the cover feed, press and hold your profile picture, and then drag it to .
2. Tap  > **Edit**.
3. Enter the first few letters of a friend's name in the search field.
4. Tap the  beside a friend's profile picture, and then tap **Done**.

## Viewing your messages

To open and read a new message, you can:

- Double-tap the message notification from the cover feed.
- Tap a chat head to display the message. If you've received several messages from different contacts, switch between messages by tapping the chat head and then tapping another sender's profile picture.



## Replying to a message

1. In Facebook Messenger, on the Messages screen, tap a contact (or phone number) to display the conversation with that contact.
2. Tap the text box, and then enter your message.
3. Tap Send.



## Deleting messages and conversations

In Facebook Messenger, on the Messages screen, do any of the following:

Delete a message	Open the conversation thread with a contact, press and hold the message to delete, and then tap <b>Delete</b> .
Delete a conversation	Press and hold a contact (or phone number), and then tap <b>Delete</b> .


## Turning off text messaging from Facebook Messenger

You can choose to disable sending and receiving text or multimedia messages through Facebook Messenger.

1. From the cover feed, press and hold your profile picture, and then drag it to .
2. Press , and then tap **Settings > SMS/MMS**.
3. Clear the **Enable text messaging** option.




Once you've disabled the setting, you'll only receive text and multimedia messages through the Android Messaging app.

## Sending a text or multimedia message via Android Messaging

1. Open the Messaging app.
2. Tap .
3. Enter a contact name or mobile number in the **To** field.
4. Tap the box that says **Type message**, and then enter your message.



- There is a limit on the number of characters for a single text message. If you exceed the limit, your text message will be delivered as one but will be billed as more than one message.
- Your text message automatically becomes a multimedia message if you enter an email address as the recipient, add a message subject, attach an item, or compose a very long message.

5. To add a multimedia attachment, tap , choose an attachment type, and then select the item to attach.
6. Tap , or press  to save the message as a draft.

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### Viewing and saving an attachment from a multimedia message






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- If there's a media attachment such as a photo or video in a received message, tap it to view the content.
- To save the attachment, press and hold the multimedia message (not the thumbnail), and then choose to save the attachment from the options menu.

# Phone calls



## Making a call

You can either dial a number directly or browse through your contact list and call logs to make a call.

1. Open the Phone app.
2. Do any of the following:
  - Enter the phone number, and then tap .
  - Search for a call log in the Call history , and then tap  beside the contact you want to call.
  - In the People  tab, tap the contact you want to call.
3. To hang up, tap .

## Returning a missed call

You'll see the missed call notification when you miss a call.


- Slide the Notifications panel open to check who the caller is. To return the call, tap **Call back**.
- Open the Phone app, and then tap the Call History tab . Tap  beside the contact to call.

## Making an emergency call

In some regions, you can make emergency calls from HTC First even if you don't have a SIM card installed or your SIM card has been blocked.



If you don't have a network signal, you won't be able to make an emergency call.






1. Open the Phone app.
2. Dial the emergency number for your locale, and then tap .



If you've enabled but forgotten your lock password or lock pattern, you can still make emergency calls by tapping **Emergency call** on the screen.

## Answering or rejecting a call

When you receive a phone call from a contact, the Incoming call screen appears.

- Press and hold  to see your call options, and then drag it to  or .
- To decline a call and send a text message to the caller, drag  to , and then select a message to send.

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### Muting the ringing sound without rejecting the call

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Do one of the following:

- Press the VOLUME DOWN or VOLUME UP button.
- Press the POWER button.

## What can I do during a call?

When a call is in progress, you can turn the speakerphone on, place the call on hold, and more.

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### Putting a call on hold

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To put the call on hold, tap . To resume the call, tap  again.

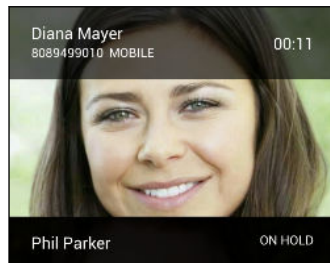
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### Switching between calls

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If you're already in a call and you accept another call, you can switch between the two calls.

1. When you receive another call, press and hold  to see your call options, and then drag it to  to accept the second call and put the first call on hold.
2. To switch between the calls, tap .





## Turning the speakerphone on or off during a call



To decrease potential damage to your hearing, do not hold HTC First to your ear when the speakerphone is on.

- On the call screen, tap to turn the speakerphone on.
- To turn the speakerphone off, tap .

## Muting the microphone during a call

On the call screen, tap to toggle between turning the microphone on or off.

## Setting up a conference call

Conference calling with your friends, family, or co-workers is easy. Make the first call (or accept a call), and then simply dial each subsequent call to add it to the conference.



Make sure your SIM card is enabled with conference calling service. Contact your mobile operator for details.

1. Make a call to the first conference call participant.
2. When connected, tap , and then dial the number of the second participant. The first participant is put on hold.
3. When connected to the second participant, tap .
4. To add another participant, tap , and then dial the number of the contact.
5. When connected, tap to add the participant to the conference call.
6. To end the conference call, tap .

## Checking calls in the Call History


Use Call History to check missed calls, your dialed numbers, and received calls.

1. Open the Phone app.
2. Swipe to view the Call History tab .
3. Tap a name or number in the list to view a detailed call log. Or, tap beside it to call.

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## Adding a new phone number to your contacts from Call History

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1. On the Call History tab , tap the phone number, and then tap **Add to contacts**.
2. Choose whether to create a new contact or save the number to an existing contact.

## Switching between silent, vibrate, and normal modes

Do one of the following:

- To change from vibrate to normal mode, press the VOLUME UP button.
- To change from silent to normal mode, press the VOLUME UP button twice.
- Press and hold the POWER button for a few seconds, and then select a sound profile on the options menu.

# People

## Your contacts list

The People app lists all contacts from online accounts you're logged in to.

1. Open the People app.
2. On your contacts list, you can:
  - View your profile and edit your contact information.
  - Create, edit, find, or send contacts.
  - Tap a contact photo to find ways to quickly connect with the contact.




To sort your contacts by their first or last name, press **—**, and then tap **Settings > Sort list by**.

---

### Filtering your contacts list

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When your contacts list gets long, you can choose which contact accounts to show.

1. On the  tab, press **—**, and then tap **Contacts to display**.
2. Choose the accounts that contain the contacts you want to display.




If you want to filter by contact groups, tap **Customize** and then tap the contact groups that you want shown.

---


### Searching for contacts

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1. Open the People app.
2. Tap , and then enter the first few letters of the contact name.

## Setting up your personal contact information

Store your personal contact information (such as mobile and phone numbers, email addresses, and more) to easily send it to other people.

1. On the People  tab, tap **Set up my profile**.
2. Enter your name and contact details.
3. To add more information (such as your personal website), tap **Add another field**.
4. Tap **Done**.

## Adding a new contact



You can only store contacts on the phone storage when you haven't signed in to a Google account or other supported email accounts. Once you've signed in, you can choose which online account to sync your contacts with.

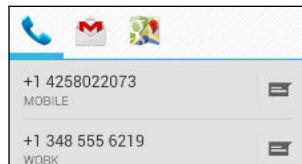
1. On the People tab, tap .
2. Tap the **Name** field, and then enter the contact name.
3. Enter the contact information in the fields provided.
4. To add more information, tap **Add another field**.
5. Tap **Done**.

## Editing a contact's information

1. On the People tab, tap a contact to view the contact details.
2. Press , and then tap **Edit**.
3. Enter the new information.
4. Tap **Done**.

## Getting in touch with a contact


1. Open the People app.
2. Tap a contact's photo (not the name), and then choose how you want to get in touch with that contact.





## Importing contacts from your SIM card

1. On the People app, press .
2. Tap **Import/Export > Import from SIM card**.
3. If you're signed in to a Google account or other supported email accounts, tap which account to use for storing the imported contacts.
4. Tap the contacts you want to import.

## Importing contacts from the phone storage

1. On the People app, press .
2. Tap **Import/Export** > **Import from storage**. HTC First will automatically import contacts from .vcf files on the phone storage.

## Sending contact information

1. On the People app, tap a contact to view the contact details.
2. Press , and then tap **Share**. The contact card will be attached as a .vcf file in an email message.
3. Enter the recipient's email address, and then type the subject line and message (optional).
4. Tap .



## Contact groups

Organize your friends, family, and colleagues into groups.

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### Creating a group



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1. On the Groups  tab, tap .
2. Enter a name for the group.
3. Select the contacts you want to add.
4. When your group is complete, tap **Done**.

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### Editing a group

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1. On the Groups  tab, tap the group that you want to edit.
2. Press , and then tap **Edit**.
3. You can:
  - Change the group name.
  - Add more contacts to the group.
  - Select the contacts you want to remove from the group.
4. Tap **Done**.

# Photos, videos, and music

## Gallery

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### Viewing photos and videos in Gallery

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Remember the good times. Gallery lets you view all the photos and videos on HTC First. You can also filter by albums, locations, and more.

1. Open the Gallery app.
2. Tap a tile to browse the photos inside.
3. Tap a photo or video to view it in full screen.

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### Editing your photos

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Make your pictures even better. Gallery has an array of editing tools that let you crop, rotate, and apply effects on your photos.

#### Cropping a photo

1. Browse to the photo that you want to edit.
2. While viewing the photo in full screen, press **⏏**, and then tap **Crop**. You'll see a crop box around the photo.
3. You can:
  - Drag the crop box over the part of the photo you want to crop.
  - Drag the markers to resize the crop box.
4. Tap **OK**.

The cropped photo is saved as a copy. The original photo remains unedited.

#### Rotating a photo

1. Browse to the photo that you want to edit.
2. While viewing the photo in full screen, press **⏏**, and then tap **Rotate left** or **Rotate right**.

#### Adding photo effects

1. Browse to the photo that you want to edit.
2. While viewing the photo in full screen, press **⏏**, and then tap **Edit**.

3. Tap an effect to apply to the photo.
4. Tap **Save**.

The enhanced photo is saved as a copy. The original photo remains unedited.

## Music

### Listening to music

Enjoy your favorite songs on HTC First using the Play Music app.

1. Open the Play Music app.
2. Swipe left or right to browse by artists, albums, or other categories.
3. Tap a song to play.
4. Tap the onscreen icons to control music playback, repeat the song, and more.



### Creating music playlists

Personalize your music experience by creating music playlists. Make a playlist containing just your favorite songs or create one to match your mood for the day.

1. Open the Play Music app.
2. Swipe right until you're in the Playlists tab.
3. Press **≡**, and then tap **New playlist**.
4. Enter the playlist name.
5. To add a song to the playlist, play a song and then tap **▲ > Add to playlist >**.  
Repeat this step to add more songs.

### Playing the songs in a playlist

1. Open the Play Music app.
2. Swipe right until you're in the Playlists tab.
3. Press and hold the playlist you want to listen to, and then tap **Play**.

### Deleting music playlists

1. Open the Play Music app.
2. Swipe right until you're in the Playlists tab.
3. Press and hold the playlist you want to delete, and then tap **Delete**.

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### Adding a song to the queue

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While playing a song, you can also browse other tracks stored on HTC First. Add a song or an album to the queue so it plays when the current playlist has finished playing.

1. While a song is playing, browse for other tracks.
2. Do any of the following:
  - When you find the album or folder that you like, press and hold it, and then tap **Add to queue**.
  - Browse for a playlist or an artist, and then tap ▲ > **Add to queue**.
  - To add a single track, browse for the song, and then tap ▲ > **Add to queue**.



# Search and web browser

## Searching HTC First and the Web

You can search for information on HTC First and on the Web by using Google Search. Start your search by entering a keyword or by using Google Voice Search™.




Some apps, such as People or Email, have their own search function, which you can use to search only within those apps.

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### Performing searches on the Web and HTC First

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1. Open the Google app. Or press and hold .
2. In the search box, enter what you want to search for. As you type, matching items on HTC First and suggestions from Google web search are shown.



To search for the information exclusively on HTC First, swipe your finger up the screen, and then tap **Search phone**.



3. If what you're searching for is in the list of suggestions, tap the item to open it in its compatible app.

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### Searching the Web with your voice

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Use Google Voice Search to find information on the Web just by speaking to HTC First.

1. Open the Voice Search app. Or press and hold .
2. Say "Google", and then say what you want to search for. After speaking, matching items from Google web search are shown.
3. If what you're searching for is in the list, tap the item to open it in its compatible app. Otherwise, tap  to search again.

---

## Setting search options

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1. Open the Google app. Or press and hold .
2. Press , and then tap **Settings** to set the following options:

Voice	Set the Google Voice Search language, speech output, and more.
Phone search	Select which apps on HTC First are included when doing a search.
Privacy and accounts	Manage your location history, enable recent web searches to show, or clear your search history.

## Getting instant information with Google Now

Do you want to know the weather or your morning commute time before you start your day? Google Now delivers quick and up-to-date information that matters to you—all without the search.

Depending on your location, time of day, and previous Google searches, Google Now displays information cards that include:

- The day's weather and the weather forecast for upcoming days.
- The traffic conditions on your way to work or your commute back home.
- The next train or bus arriving at your platform or bus stop.

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## Setting up Google Now

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Before setting up Google Now:



- Make sure that you're signed in to your Google account.
- Turn location services on and make sure that you have an Internet connection.

1. Open the Google app. Or press and hold .
2. The subsequent screens show examples of Google Now information cards. Tap **Next** until you reach the **Get Google Now!** screen.
3. Tap **Yes, I'm in**. Google Now information cards will start to appear on the Google search screen.

More information cards will appear on the Google search screen as you use HTC First to search the Web, create appointments, and more.


## Changing card settings

You can easily customize the settings of Google Now cards to suit your information needs. For example, you can change your home and work addresses in the Traffic card or choose which time of the day the Weather card appears. You can also keep a card from appearing on the Google search screen.



1. Open the Google app. Or press and hold .
2. Press , and then tap **Settings > Google Now**.
3. Tap the information card you want to customize.
4. Tap a card setting, and then change it to your preference.



To hide the card, tap the **On/Off** switch next to the card name.



5. Press  to save your changes and return to the previous screen.

## Turning off Google Now

1. Open the Google app. Or press and hold .
2. Press , and then tap **Settings > Google Now**.
3. Tap the **On/Off** switch next to Google Now.



## Browsing the Web


Visit your favorite websites or search the Web using Google Chrome™.

1. Open the Chrome app.
2. Tap the URL box on top of the screen.
3. Enter the webpage address or your search keywords.
4. To open more browser tabs, tap .
5. To return to the previous webpage you've viewed, press .

## Bookmarking a webpage

Add your favorite webpages as bookmarks so you can access them quickly.

1. While viewing a webpage, press , and then tap .
2. On the Add Bookmark screen, you can edit the bookmark name and save the bookmark in a new category folder.
3. Tap **Save**.

To view and open a bookmark, press , and then tap **Bookmarks**. Navigate to the bookmark you want to open, and then tap it.

## Clearing your browsing history

1. While viewing a webpage, press **—**, and then tap **Settings > Privacy > Clear browsing data**.
2. Choose which types of data to delete, and then tap **Clear**.

# Email

## Mail

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### Adding an email account

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Set up email accounts such as another Microsoft® Exchange ActiveSync® account or an account from a Web-based email service or email provider.



- If you're adding a Microsoft Exchange ActiveSync or a POP3/IMAP email account, ask your network administrator or email service provider for additional email settings that you may need.
- Some email accounts, such as corporate emails, may require advanced security administration.

1. Open the Email app.
2. Enter the email address and password for your email account, and then tap **Next**.
3. Select an email account type.
4. Set the sync options for this email account, and then tap **Next**.
5. Enter a name for your email account, and then tap **Next**.


To add more email accounts in the Email app, press **⏮**, and then tap **Settings > Add account**.

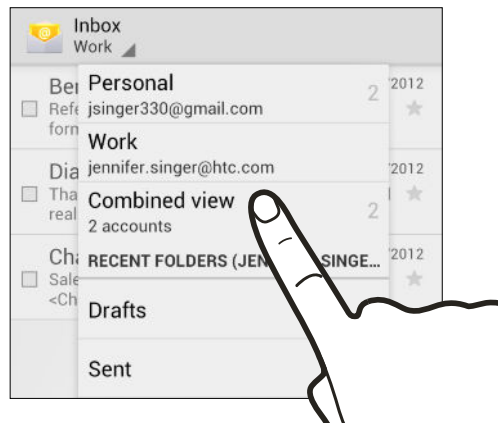
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## Checking your mail

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The Email app is where you read, send, and organize email messages from one or more email accounts that you've set up on HTC First.

1. Open the Email app. The inbox of one of your email accounts appears.
2. Do any of the following:
  - Tap an email message to read.
  - To switch between email accounts, tap the bar that shows the current email account, and then tap another account.
  - To display email messages in another mail folder, tap , and then tap the folder you want to view.
  - To view email messages from all your accounts, tap the bar that shows the current email account, and then tap **Combined view**.




- To archive, delete or label multiple conversations, tap the check box before the email message or conversation. Then tap the onscreen buttons at the bottom to choose what to do with the selected messages or conversations.
- To change an email account's settings, select the account, press , and then tap **Settings**.


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## Sending an email message





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1. Open the Email app.
2. Switch to the email account that you want to use.
3. Tap .
4. Fill in one or more recipients.





Want to loop in more recipients in a carbon copy (Cc) or blind carbon copy (Bcc) of the email message? Press , and then tap **Add Cc/Bcc**.

5. Enter the subject, and then compose your message.

6. To add a photo attachment, press , and then tap **Attach file**.
7. Tap .  
To save the email as draft and send it later, press , and then tap **Save draft**.  
Or press .



#### Resuming a draft email message

1. In an email account inbox, tap  > **Drafts**.
2. Tap the message.
3. When you finish editing the message, tap .

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### Reading and replying to an email message


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1. Open the Email app.
2. Switch to the email account you want to use.
3. In the email account inbox, tap the email message or conversation you want to read.
4. To reply to the sender, tap . Or, tap , and then choose whether to **Reply all** or **Forward**.

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### Searching email messages

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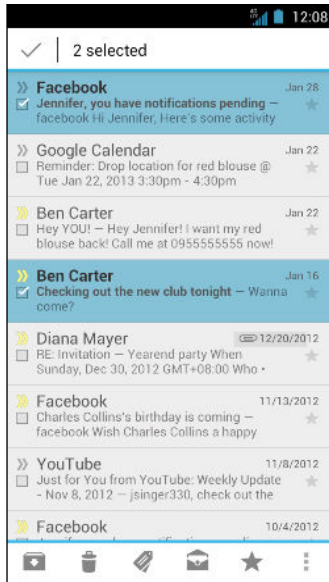
1. Tap .
2. In the search box, enter the words you want to search for.
3. Tap a result to open the email message.

## Gmail

### Viewing your Gmail Inbox

All your received email messages from your Google account are delivered to your Gmail™ inbox.

Open the Gmail app.



Archive, delete or label multiple conversations

Tap the check box before the email message or conversation. Then tap the onscreen buttons at the bottom to choose what to do with the selected messages or conversations.


Display drafts, sent messages, and other labels

Tap **Inbox** at the top bar and then tap another label (such as **Sent**, **Drafts**, or your created label) to view its messages and conversations.


Switch to your other Gmail account



Tap **Inbox** at the top bar, and then tap the account you want to switch to.

### Sending an email message in Gmail



1. In the inbox of the Gmail account you want to use, tap .
2. Fill in one or more recipients.



Want to loop in more recipients in a carbon copy (Cc) or blind carbon copy (Bcc) of the email message? Press , and then tap **Add Cc/Bcc**.

3. Enter the email subject, and then compose your message.
4. If you want to attach a photo, press , and then tap **Attach picture**.
5. Tap  to send.

### Replying to or forwarding email messages in Gmail

1. In the Gmail inbox, tap the email message or conversation.
2. To reply to the sender, tap . Or, tap  and choose whether to **Reply all** or **Forward**.



3. Do one of the following:

- If you're replying to the sender or you selected **Reply all**, enter your reply message.
- If you selected **Forward**, specify the message recipients.



Tap **Respond inline** if you want to interleave your new message with the received email. But this removes any attachments or formatting in the original email message.

4. Tap  to send.

# Travel and maps

## Turning location services on or off

In order to find your location on HTC First, you need to enable location sources.

1. On the Apps screen, tap **Settings**.
2. Tap **Location access**.
3. Select or clear the location sources you want to turn on or off.

## About Google Maps

Google Maps™ lets you track your current location, view real-time traffic situations, and receive detailed directions to your destination.

It also provides a search tool where you can locate places of interest or an address on a map, or view locations at street level.







- To find your location with Google Maps, you need to enable location sources.
- The Google Maps app does not cover every country or city.

## Getting around maps

When you open Google Maps, you can easily find your location on the map or check out nearby places by panning and zooming in and out on the map.



To find your location with Google Maps, you need to enable location sources.

1. Open the Maps app.
2. Tap  to show your current location. The blue marker  or  shows your current location on the map.
3. Tap  to turn Compass mode on or off. In Compass mode, the map changes to an angled view and automatically orients itself depending on the direction you're facing.

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## Checking the details of a location

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1. Press and hold a location on the map. A balloon opens over the location, with the name of the location, a part of the address, and a thumbnail from Street View (if available).
2. Tap the balloon to see more information. You can get directions to the location, check for nearby places of interest, and more.

## Searching for a location

In Google Maps, you can search for a location, such as an address or a type of business or establishment (for example, museums).

1. In Maps, tap .
2. Enter the place you want to search for in the search box.
3. Tap the  key on the keyboard to search for the location you entered or tap a suggested search item. The search results are displayed as markers on the map.
4. Do any of the following:
  - Tap a marker . A balloon then opens, showing the location's name. If that's what you're looking for, tap the balloon.
  - Tap **Results list** to show the search results as a list, and then tap the location.

Details about the selected location displays on the screen.


5. Tap the onscreen buttons to view the location on a map, get directions, view the location in Street View (if available), and more. Scroll down the screen to view more options.

## Searching for a place of interest near you

Use Google+™ Local to find places of interest near your current location. Google+ Local uses Google Maps to search common places that you would want to find, such as the nearest gas station or ATM kiosk.





- Before using Google+ Local, you need to enable location sources.
- The name of the Google+ Local app may differ depending on the Google Maps version installed.

1. Open the Local app.
2. Tap the type of place you want to search, or tap  to enter what you're looking for. When several places are found, the search results appear as a list.
3. You can:
  - Tap **Map View** to see where these places are on the map.
  - From the search results list, tap a place to view more information.

## Getting directions

Get detailed directions to your destination. Google Maps can provide directions for travel by foot, public transportation, or car.

1. While viewing a map, tap .
2. Do any of the following:
  - Use your current location as the starting point, or enter a location from where to start in the first text box. Then enter your destination in the second text box.
  - Tap  to select an address from your contacts or a point that you tap on a map.



If the place you've set as your destination has several locations available, choose which one to go to.

3. Choose how you want to get to your destination.




If you're taking public transportation, select your transit preferences.

4. Tap **Get directions**.



If driving or walking, tap **Directions list** to view the directions in a list. You can also tap the arrow buttons on the map to follow the directions.


When you're finished viewing or following the directions, tap  to reset the map. Your destination is automatically saved in the Google Maps history.

## Downloading offline maps

Do you frequently visit a specific area or place? Download an offline map so you can quickly access that map and save on bandwidth too.



Offline maps may not be available in all countries or regions.


1. Open the Maps app.
2. Press , and then tap **Make available offline**.
3. Move the portion of the map you want to download within the cropping square.



To reduce the size of the map, zoom in to get only the portion of the map you need.

4. Tap **Done**.

## Viewing offline maps

1. Open the Maps app.
2. Tap  > **My Places**.
3. Slide right to view the offline maps list.
4. Tap the map you want to view.

# Google Play Store and other apps

## Getting apps from Google Play Store

Google Play Store is the place to go to find new apps for HTC First. Choose from a wide variety of free and paid apps ranging from productivity apps, entertainment, to games.



- A Google Wallet™ payment service is required to purchase a paid app. You will be asked to confirm method of payment when you purchase an app.
- The name of the Google Play Store app may differ depending on your region.
- The ability to purchase apps varies by region.

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### Finding and installing an app

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When you install apps and use them on HTC First, they may require access to your personal information or access to certain functions or settings. Download and install only apps that you trust.



Be cautious when downloading apps that have access to functions or a significant amount of your data on HTC First. You're responsible for the results of using downloaded apps.

1. Open the Play Store app.
2. Browse or search for an app.
3. When you find the app that you like, tap it and read its description and user reviews.
4. To download or purchase the app, tap **Install** (for free apps) or the price button (for paid apps).
5. Tap **Accept & download** or **Accept & buy**.



Apps sometimes get updated with improvements or bug fixes. To automatically download app updates, tap **Allow automatic updating**.


To open the app, go to the All apps view and tap the app.

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## Restoring apps from Google Play Store

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Upgraded to a new phone, replaced a lost one, or performed a factory reset? Restore apps that were downloaded previously.

1. Open the Play Store app.
2. Press , and then tap **My Apps**.
3. Swipe to All tab, and then tap the app you want to restore.
4. Install the app.

For more details, refer to the Google Play Store help.

## Downloading apps from the web

You can download apps directly from websites.



Apps downloaded from websites can be from unknown sources. To protect HTC First and your personal data, we strongly recommend that you only download from websites you trust.

1. Open your web browser, then go to the website where you can download the app you want.
2. Follow the website's download instructions for the app.

Before you can install the downloaded app, make sure that you've set HTC First to allow installation of third-party apps in **Settings > Security > Unknown sources**.

## Uninstalling an app

If you no longer need an app that you've downloaded and installed, you can easily uninstall it.



Most of the preloaded apps cannot be uninstalled but can be disabled instead.

From the Apps screen, press and hold the app you want to remove, and then drag it to **Uninstall**.



If you purchased an app in Play Store, you can uninstall it for a refund within a limited time. To know more about the refund policy for paid apps, refer to the Google Play help.

---

## Disabling an app

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If an app cannot be uninstalled, you can disable it instead.

1. On the Apps screen, tap **Settings**.
2. Swipe to the All tab, and then select the app that you want to disable.
3. Tap **Disable**.

Disabled apps will be removed from the Apps screen, and will not sync data on the background anymore.

## Using the Clock app

Check the time and set up alarms.

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### Setting an alarm

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You can set up one or more alarms.

1. Open the Clock app.
2. Tap **Set alarm**.
3. Tap **+**.
4. Set the time, and as well as your other preferences.
5. If you want the alarm for multiple days, tap **Repeat**.
6. Tap **Done**.

---

### Setting the date and time manually

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1. On the Apps screen, tap **Settings**.
2. Tap **Date & time**.
3. Clear **Automatic date & time** and **Automatic time zone**, and then set the time zone, date, and time as required.

## Viewing the Calendar

Use the Calendar app to view your events, meetings, and appointments. If you've signed into your online accounts, related events will also appear in Calendar.

1. Open the Calendar app.
2. Tap **▲**, and then choose a calendar view.



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## Scheduling or editing an event

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You can create or edit events on HTC First, and also sync events with your Google or Exchange ActiveSync calendars.



Editing events is not supported for all accounts.

1. Open the Calendar app.
2. On any Calendar view, do one of the following:

**Create an event** Press **+**, and then tap **New event**. Select the calendar you will add the event to.

**Edit an event** View an event, and then tap .

3. Enter and set the event details.
4. To invite contacts from your Google or Exchange ActiveSync account, tap **Guests**.
5. Tap **Done**.

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## Choosing which calendars to show

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1. In any calendar view, press **+** and then tap **Calendars to display**.
2. Select or clear an account you wish to show or hide.



Calendars are synced on HTC First, even if they are hidden.

## Watching videos on YouTube

Use the YouTube® app to check out what's popular on the online video-sharing website.

1. Open the YouTube app.
2. Browse or search for a video.

3. When you find the video that you like, tap it.
4. While watching a video, you can:
  - Turn HTC First sideways to watch the video in full screen.
  - Tap the video screen to pause or to resume playback, or drag the slider to jump to a different part of the video.
  - Scroll down the video information panel to see the description, related videos, or comments from other viewers.



Want to watch the video at a later time instead? Press **—**, and then tap **Add to > Watch later**. You can access the video again from your account profile's Watch later list.

Tap the **YouTube** icon to return to the main screen.

---



### Preloading videos

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Set the YouTube app to preload videos so that you can watch them without interruptions. Videos are preloaded when HTC First is being charged and is connected to a Wi-Fi network.

For more information about preloading videos, refer to the YouTube help.


1. In the YouTube app, press **—** and then tap **Settings > Preloading**.
2. Select what type of videos to preload.

The videos are preloading when  appears on Watch list screen or on the channel you subscribed to. The icon changes to  when the videos are ready to watch.

# Internet connections

## Data connection

When you turn on HTC First for the first time, it will be automatically set up to use your mobile operator's data connection (if the SIM card is inserted).

 You need an LTE® data plan to use LTE data services. Check with your mobile operator for details.


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### Turning the data connection on or off

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Turning your data connection off saves battery life and money on data charges.

1. On the Apps screen, tap **Settings**.
2. Under Wireless & networks, tap **More**.
3. Tap **Mobile networks**.
4. Select or clear the **Data enabled** option to turn the data connection on and off.


 If you don't have the data connection turned on and you're also not connected to a Wi-Fi network, you won't receive automatic updates to your email, social network accounts, and other synced information.



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### Adding a new access point

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You can add a new Access Point Name (APN) when roaming or if you have difficulty establishing a data connection. APNs connect HTC First to data networks for services such as mobile web browsing.

 Before you add another data connection, have the access point name and settings from your mobile operator ready (including username and password if required).

1. On the Apps screen, tap **Settings**.
2. Under Wireless & networks, tap **More**.
3. Tap **Mobile networks > Access Point Names**.
4. On the APNs screen, press , and then tap **New APN**.
5. Enter the APN settings.
6. Press , and then tap **Save**.
7. Select the new APN on the APNs screen.

## Managing your data usage

If you're on a limited data allowance, it's important to keep track of the activities and apps that usually send and receive data, such as browsing the web, syncing online accounts, and sending email or sharing status updates.

Here are some other examples:

- Streaming web videos and music
- Tuning in to Internet radio
- Playing online games
- Downloading apps, maps, and files
- Refreshing apps to update info and feeds
- Uploading and backing up your files to your online storage account
- Using HTC First as a Portable Wi-Fi hotspot
- Sharing your mobile data connection by USB tethering

To help you save on data usage, connect to a Wi-Fi network whenever possible and set your online accounts and emails to sync less frequently.

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### Turning data roaming on or off

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Connect to your mobile operator's partner networks and access data services when you're out of your mobile operator's coverage area.



Using data services while roaming may be costly. Check with your mobile operator for data roaming rates before you use data roaming.

1. On the Apps screen, tap **Settings**.
2. Under Wireless & networks, tap **More**.
3. Tap **Mobile networks**.
4. Select or clear the **Data roaming** option.

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### Keeping track of your data usage

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Monitor your data usage to help prevent going over your monthly data allowance.



Your actual data usage may differ and may be higher than the data usage measured by HTC First.

1. On the Apps screen, tap **Settings**.
2. Tap **Data usage**.
3. Select **Set mobile data limit** to automatically disable your data connection when you reach the set limit.

Then, drag the upper LIMIT line to set your monthly data limit.

4. Drag the lower ALERT line to set an alert before you reach your monthly data limit.
5. Drag the vertical line markers to see how much data you've used during a particular time interval.



If you're connecting HTC First to another portable Wi-Fi hotspot, press **—**, and then tap **Mobile hotspots** to restrict background data from downloading that may incur extra data fees.

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### Viewing the data usage of apps

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1. On the Apps screen, tap **Settings**.
2. Tap **Data usage**.
3. Drag the vertical line markers to see how much data you've used during a particular time interval.
4. Scroll down the screen to see a list of apps and their data usage info.
5. Tap an app to see more details.

## Wi-Fi

To use Wi-Fi, you need access to a wireless access point or "hotspot".



The availability and strength of a Wi-Fi signal varies depending on objects the Wi-Fi signal has to pass through (such as buildings or a wall between rooms).

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### Turning Wi-Fi on and connecting to a wireless network


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1. On the Apps screen, tap **Settings**.
2. Tap the Wi-Fi **On/Off** switch to turn Wi-Fi on.
3. Tap **Wi-Fi**.

Detected Wi-Fi networks will be listed.



If the wireless network that you want is not listed, tap **+** to manually add it.

4. Tap the Wi-Fi network you want to connect to. If you selected a secured network, you'll be asked to enter the network key or password.
5. Tap **Connect**. You'll see the Wi-Fi icon  in the status bar when connected.


The next time HTC First connects to a previously accessed secured wireless network, you won't be asked to enter the key or other security information again.

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## Connecting to a Wi-Fi network via WPS

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If you're using a Wi-Fi router with Wi-Fi Protected Setup™ (WPS), you can connect HTC First easily.

1. On the Apps screen, tap **Settings**.
2. Tap the Wi-Fi **On/Off** switch to turn Wi-Fi on.
3. Tap **Wi-Fi**.
4. Tap , and then press the WPS button on your Wi-Fi router.



To use the Wi-Fi Protected Setup (WPS) PIN method, press , and then tap **WPS Pin Entry**.


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## Connecting to a different Wi-Fi network

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1. On the Apps screen, tap **Settings**.
2. Tap **Wi-Fi**. Detected Wi-Fi networks are displayed.



To manually scan for available Wi-Fi networks, press , and then tap **Scan**.

3. Tap a Wi-Fi network to connect to it.

## Connecting to a virtual private network (VPN)

Add virtual private networks (VPNs) so you can connect and access resources inside a secured local network, such as your corporate network.

Before you can connect to your organization's local network, you may be asked to:

- Install security certificates
- Enter your login credentials
- Download and install a required VPN app on HTC First

Contact your network administrator for details. Also, HTC First must first establish a Wi-Fi or data connection before you can start a VPN connection.

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## Adding a VPN connection

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You must first set a lock screen PIN or password before you can use credential storage and set up the VPN.

1. On the Apps screen, tap **Settings**.
2. Under **Wireless & networks**, tap **More**.
3. Tap **VPN > Add VPN profile**.

4. Enter the VPN settings and set them up according to the security details your network administrator gave you.
5. Tap **Save**.

The VPN is then added to the VPNs section of the VPN settings screen.

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### Connecting to a VPN

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1. On the Apps screen, tap **Settings**.
2. Under Wireless & networks, tap **More**.
3. Tap **VPN**.
4. Tap the VPN that you want to connect to.
5. Enter your log in credentials, and then tap **Connect**. When you're connected, the VPN connected icon appears in the notification area of the status bar.

You can then open the web browser to access resources such as your corporate network intranet.

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### Disconnecting from a VPN

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1. Slide the Notifications panel open.
2. Tap the VPN connection to return to the VPN settings screen, and then tap the VPN connection to disconnect from it.

## Using HTC First as a Wi-Fi hotspot

Share your data connection with other devices by turning HTC First into a Wi-Fi hotspot.




- Make sure the data connection is turned on.
- You must have an approved data plan associated with your account from your mobile service provider to use this service.

1. On the Apps screen, tap **Settings**.
2. Under Wireless & networks, tap **More**.
3. Tap **Tethering & portable hotspot > Set up Wi-Fi hotspot**.
4. Enter a Wi-Fi hotspot name or use the default name.
5. Choose the type of security and set the password (key) for your Wi-Fi hotspot. If you selected **Open** in Security, you don't need to enter a password.



The password is the key other people need to enter on their device so they can connect and use HTC First as a Wi-Fi hotspot.

6. Tap **Save**.
7. On the Tethering & portable hotspot screen, select the **Portable Wi-Fi Hotspot** option to turn on the Wi-Fi hotspot.

HTC First is ready to be used as a Wi-Fi hotspot when you see  on the status bar.

## Sharing your phone's Internet connection by USB tethering

No Internet connection available for your computer? No problem. Use the data connection of HTC First to connect to the Internet.



- Make sure your SIM card is inserted on HTC First and that mobile data is turned on.
- You may need to have USB tethering added to your data plan, and it may incur additional cost. Contact your mobile service provider for details.

1. Connect HTC First to your computer using the provided USB cable.
2. On the Apps screen, tap **Settings**.
3. Under Wireless & networks, tap **More**.
4. Tap **Tethering & portable hotspot**.
5. Select the **USB tethering** option.



# Bluetooth and NFC

## Connecting a Bluetooth headset

You can listen to music over a Bluetooth stereo headset, or have hands-free conversations using a compatible Bluetooth headset.



- To listen to music with your headset, the headset must support the A2DP Bluetooth profile.
- Before you connect your headset, make it discoverable so HTC First can find it. Refer to your headset manual for details.

1. On the Apps screen, tap **Settings**.
2. If Bluetooth is off, tap the Bluetooth **On/Off** switch to turn it on.
3. Tap **Bluetooth**. The Bluetooth screen opens.
4. If you don't see your headset listed, tap **Search for devices** to refresh the list.
5. When you see the name of your headset in the Available Devices section, tap the name. HTC First pairs with the headset and the headset connection status is displayed in the Paired Devices section.



If automatic pairing fails, enter the passcode supplied with your headset.

When the Bluetooth headset is connected to HTC First, the Bluetooth connected icon  is displayed in the status bar.

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### Reconnecting a Bluetooth headset

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Normally, you can easily reconnect your headset by switching on Bluetooth on HTC First, and then turning on the headset.

However, you might have to connect manually if your headset has been used with another Bluetooth device.




Make sure that the headset is discoverable. Refer to the headset manual for details.

1. On the Apps screen, tap **Settings**.
2. If Bluetooth is off, tap the Bluetooth **On/Off** switch to turn it on.

3. Tap **Bluetooth**. The Bluetooth screen opens.
4. Tap the headset's name in the Paired Devices section.
5. If prompted to enter a passcode, try 0000 or 1234, or consult the headset documentation to find the passcode.

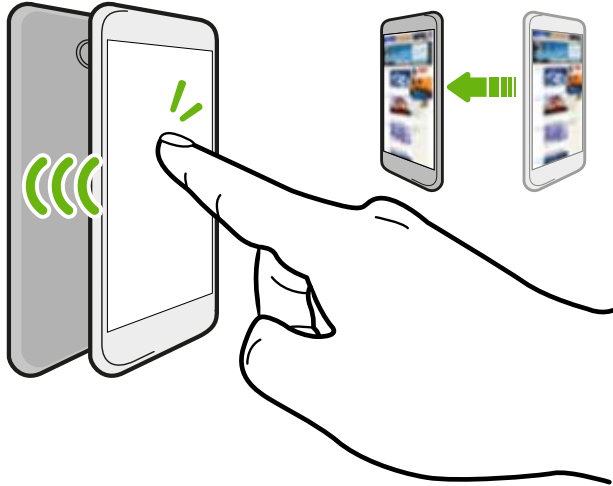
If you still cannot reconnect to the headset, follow the instructions in [Unpairing from a Bluetooth device](#) on page 66, and then follow the steps under [Connecting a Bluetooth headset](#) on page 65.

## Unpairing from a Bluetooth device

1. On the Apps screen, tap **Settings**.
2. If Bluetooth is off, tap the Bluetooth **On/Off** switch to turn it on.
3. Tap **Bluetooth**. The Bluetooth screen opens.
4. In the Paired devices section, tap  next to the device to unpair.
5. Tap **Unpair**.

## Sharing content with NFC

With built-in NFC (near field communication) on HTC First, you can share content to another NFC-capable mobile device in an instant. Beam webpages, photos, contact information, and more by holding HTC First and the other device back to back.



You can also use NFC for contactless payment. Contact your mobile operator to find out about the availability of NFC payment services.

### Turning NFC on

1. On the Apps screen, tap **Settings**.
2. Under Wireless & networks, tap **More**.
3. Select the **NFC** option.

### Beaming content



Make sure that both devices are unlocked and have NFC turned on. If the other device has an Android Beam™ option, make sure it is also turned on.

1. While viewing the content that you want to share, hold HTC First and the other device back to back. When the devices connect, you'll hear a sound and both devices will vibrate slightly.
2. Tap the screen.

The shared content appears on the other screen. For some items that you've shared (such as contact information), additional instructions on how to save the item will appear on the receiving device.

# Storage

## Types of storage

Want to know what types of storage you can use for your apps, data, and files?

HTC First has these storage types:

<b>Internal storage</b>	This storage combines both the app storage, where apps, email, data, and text messages are stored, and the file storage, where photos, videos, and music files are kept.
<b>USB storage</b>	<p>When you plug in an external USB storage device (such as a USB flash drive or an SD card reader), you can view photos and videos stored on the device right from Gallery and play songs stored on the device in Play Music.</p> <p>You need a USB On-The-Go micro cable adapter to connect HTC First and a USB storage device. HTC First supports USB storage devices (except portable hard drives) up to 64 GB.</p>

## Copying files to or from HTC First

You can copy your music, photos, and other files to HTC First.

1. Connect HTC First to the computer using the supplied USB cable. You'll see options for viewing or importing files on the computer screen.
2. Choose to view files.
3. Copy the files from your computer to HTC First, or vice versa.
4. After copying the files, disconnect HTC First from the computer.

## Encrypting data on HTC First

You can encrypt data such as your online accounts, settings, music files and other media. After encryption, you will need to enter the screen lock PIN or password to turn on your phone and access the data.



- Set a lock screen PIN or password before encrypting your data.
- Fully charge the battery and keep HTC First connected to the power adapter during encryption. The encryption process takes about an hour.
- You cannot undo encryption. If you want to return to an unencrypted phone, you must perform a factory reset.

1. On the Apps screen, tap **Settings**.
2. Tap **Security > Encrypt phone**.
3. Tap **Encrypt phone**.
4. Enter the lock screen PIN or password, and tap **Next**.
5. Tap **Encrypt phone**.

Encryption starts and the progress is displayed. The phone may restart a few times.

When the encryption process is complete, enter your PIN or password.

# Backup and reset

## Backup

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### Backing up settings to Google

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You can choose to automatically back up some settings such as Wi-Fi and bookmarks to Google servers using your Google Account so you can restore them when needed.

1. On the Apps screen, tap **Settings**.
2. Tap **Backup & reset**, and then select the **Back up my data** option.
3. Tap **Backup account**.
4. Choose the Google account you want to use.

## Reset

### HTC First not responding?

If HTC First does not respond when you touch the screen or press the buttons, you can still restart it.

Press and hold the POWER button for at least 10 seconds. HTC First then restarts.

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### Resetting HTC First (Hard reset)

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If HTC First has a persistent problem that cannot be solved, you can perform a factory reset (also called a hard reset or master reset).



Factory reset will remove apps you've downloaded and installed, your accounts, as well as system and app data and settings. Be sure to back up any data and files you want to keep before you do a factory reset.

Factory reset may not permanently erase all data from your phone, including personal information.

### Performing a factory reset from settings

1. On the Apps screen, tap **Settings**.
2. Tap **Backup & reset**.
3. Tap **Factory data reset**.
4. Tap **Reset phone**, and then tap **Erase everything**.

### Performing a factory reset using hardware buttons

If you can't turn HTC First on or access settings, you can still perform a factory reset by using the hardware buttons on HTC First.

1. Press and hold the **VOLUME DOWN** button, and then press and hold the **POWER** button.
2. Wait for the screen with the three Android images to appear, and then release the **POWER** and **VOLUME DOWN** buttons.
3. Press **VOLUME DOWN** to select **FACTORY RESET**, and then press the **POWER** button.

# Settings

## Adding and syncing an account

1. On the Apps screen, tap **Settings**.
2. Under Accounts, tap **Add account**.
3. Choose an account type, and then enter your login information.
4. In the Account settings screen, choose the types of information that you want to sync on HTC First.

## Removing an account

1. On the Apps screen, tap **Settings**.
2. Under Accounts, tap an account type.
3. Tap the account that you want to remove.
4. Press **—**, and then tap **Remove account**.

Removing an account does not delete information from the online service itself.

## Turning Airplane mode on or off

When you enable Airplane (Flight) mode, all wireless radios on HTC First are turned off, including the call function, data services, Bluetooth, and Wi-Fi.

When you disable Airplane mode, the call function is turned back on and the previous state of Bluetooth and Wi-Fi is restored.



- You can manually turn Bluetooth and Wi-Fi back on after enabling Airplane mode.
- If USB tethering is turned on, enabling Airplane mode turns it off. You need to manually turn USB tethering on after you disable Airplane mode.

Press and hold **POWER**, and then tap **Airplane mode**.

When enabled, the Airplane mode icon  is displayed in the status bar.



## Turning automatic screen rotation off



Automatic rotation is not supported in all apps.

1. On the Apps screen, tap **Settings**.
2. Tap **Display**.
3. Clear the **Auto-rotate** screen option.

## Adjusting the time before the screen turns off

After a period of inactivity, the screen turns off to conserve battery power. You can set the idle time before the screen turns off.

1. On the Apps screen, tap **Settings**.
2. Tap **Display**, and then tap **Sleep**.
3. Tap the time before the screen turns off.

## Adjusting the screen brightness manually

1. On the Apps screen, tap **Settings**.
2. Tap **Display > Brightness**.
3. Clear the **Automatic brightness** option.
4. Drag the brightness slider to the left to decrease or to the right to increase the screen brightness.
5. Tap **OK**.

## Changing the display language

Changing the language adjusts the keyboard layout, date and time formatting, and more.

1. On the Apps screen, tap **Settings**.
2. Tap **Language & input > Language**.
3. Tap the language you want to use.

## Working with certificates

Use client and Certificate Authority (CA) digital certificates to enable HTC First to access VPN or secured Wi-Fi networks, and also to provide authentication to online secure servers. You can get a certificate from your system administrator or download it from sites that require authentication.



Some apps such as your browser or email client let you install certificates directly in the app. See the app's help for details.

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### Installing a digital certificate

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You must set a lock screen PIN or password before installing a digital certificate.

1. Save the certificate file in the root folder on HTC First.
2. On the Apps screen, tap **Settings**.
3. Tap **Security > Install from storage**.
4. If you have more than one certificate in the root folder, select the certificate you want to install.
5. Enter a name for the certificate and tap **OK**.

## Protecting your SIM card with a PIN

Add another layer of security for HTC First by assigning a PIN (personal identification number) to your SIM.



Make sure you have the default SIM PIN provided by your mobile operator before continuing.

1. On the Apps screen, tap **Settings**.
2. Tap **Security > Set up SIM card lock**, then select **Lock SIM card**.
3. Enter the default SIM card PIN, and then tap **OK**.
4. To change the SIM card PIN, tap **Change SIM PIN**.

---

## Restoring a SIM card that has been locked out

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If you enter the wrong PIN more times than the maximum number of attempts allowed, your SIM card will become “PUK-locked.”

You need a PUK code to restore access to HTC First. Contact your mobile operator for this code.

1. On the Phone dialer screen, enter the PUK code, and then tap **Next**.
2. Enter the new PIN you want to use, and then tap **Next**.
3. Enter the new PIN again, and then tap **OK**.

## Protecting HTC First with a screen lock

Help protect your personal information and help prevent others from using HTC First without your permission by setting a screen lock pattern, face unlock, PIN, or password.

You'll be asked to unlock the screen every time HTC First is turned on or when it's idle for a certain period of time.

1. On the Apps screen, tap **Settings**.
2. Tap **Security > Screen lock**.
3. Select a screen lock option and set up the screen lock.
4. Tap **Automatically lock**, then specify the idle time before the screen is locked.



You can also clear **Make pattern visible** or **Make passwords visible** if you don't want your screen lock to display as you enter it onscreen.

## Navigating HTC First with TalkBack

Use TalkBack if you need to navigate HTC First by spoken feedback. When you touch the screen, HTC First vibrates and gives you an audible response so you know what you are touching.



Certain accessibility features in HTC First may work better with Facebook Home turned off.


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## Turning Facebook Home off for accessibility support

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1. Press **—**, and then tap **Home settings**.
2. Tap **Turn Off Facebook Home**, and then confirm your action.
3. When prompted which Home screen you want to use, tap **Launcher**, and then tap **Always**.

## Turning TalkBack on

1. Slide the Notifications panel open, and then tap .
2. Tap **Accessibility > TalkBack**.
3. Tap the **On/Off** switch.
4. Read the TalkBack disclaimer and then tap **OK**. You'll be prompted to enable Explore by touch, which provides an audible description TalkBack of what you're touching on the screen.

A short tutorial explaining how to use TalkBack will begin playing after you turn on TalkBack.



TalkBack works best if you turn off auto-rotate and turn on Explore by touch.

## TalkBack gestures

When TalkBack is turned on and the Explore by touch setting is selected, the regular touch gestures are replaced by the TalkBack gestures.


Open an item	<ol style="list-style-type: none"> <li>1. Drag your finger on the screen to find and select the item.</li> <li>2. Double-tap anywhere on the screen to open the item.</li> </ol>
Move an item	<ol style="list-style-type: none"> <li>1. Drag your finger on the screen to find the item.</li> <li>2. Double-tap anywhere on the screen, but don't lift your finger on the second tap.</li> <li>3. Drag the item to a new spot and then lift your finger.</li> </ol>
Scroll through a screen	Use two fingers to swipe up, down, left or right.
Open the Notifications panel	Use two fingers to swipe down from the top of the screen.

### Assigning TalkBack shortcuts

TalkBack has customizable gestures that can be used to open the Notifications panel, view recent apps, access TalkBack controls, and more.



The steps below are described using the regular gestures. Use the corresponding TalkBack gestures if you already have TalkBack turned on.

1. Slide the Notifications panel open, and then tap .
2. Tap **Accessibility > TalkBack**.
3. Tap **Settings > Manage shortcut gestures**.
4. Tap any of the shortcut gestures, and then select an action.

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## Using TalkBack context menus

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TalkBack has context menus for controlling continuous reading and global TalkBack controls. These menus can be accessed using TalkBack shortcut gestures.

1. Turn TalkBack on.
2. Do one of the following:
  - To open the continuous reading menu, use one finger to swipe up and right in one continuous movement.
  - To open the global context menu, use one finger to swipe down and right in one continuous movement.



If you already changed the TalkBack shortcut gestures, check your TalkBack settings for the appropriate gesture.

3. Press and hold anywhere on the screen.
4. Drag your finger around the screen to explore the options.



To cancel an action, drag your finger to your starting position.


---

## Changing the TalkBack reading speed

---



The steps below are described using the regular gestures. Use the corresponding TalkBack gestures if you already have TalkBack turned on.

1. Slide the Notifications panel open, and then tap .
2. Tap **Accessibility** > **Text-to-speech output** > **Speech rate**.
3. Select a speech rate.



You can test the speech rate by tapping **Listen to an example**.

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