edge 70 fusion

User guide

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Some images in the help content are examples only.

For environmental reasons the package may not include a charger. This device can be powered with most USB power adaptors and a cable with USB Type-C plug.

This content is based on Android 16. Get the latest version of this content on your phone at **Settings** > **Help**.

Contents

Set up phone **1**

About your hardware 1
Insert or remove the SIM card 4
Copy data from old phone 6
Manage dual SIMs 9
Set up voicemail 11
Set up email 12
Make it yours 14

Learn the basics **15**

About your home screen 15
About your lock screen 17

New to Android? **19**

If this is your first smartphone 19
If you had an iPhone 21
About your Google account 22
Status bar icons 23
Phone terms you should know 27

Get around on your phone **29**

Learn gestures 29
Move between apps and screens 31
Use quick settings 33
Turn screen off and on 38
Turn off phone 39

Capture your screen **40**

Take screenshots 40
Record your screen 42
Create GIFs from video 44

Discover useful tools **45**

Turn torch on and off 45
Scan QR codes 46
Record audio notes 47
Control phone with your voice 51
Get directions to a location 52
Use the Clock and Weather widget 53
Manage how you spend time on your phone 55

Work with text **59**

Use onscreen keyboard 59
Cut, copy, paste text 61
Use voice typing 62
Fill in forms automatically 63

Personalise your phone **64**

Home screen **64**

Personalise with your style 64
Change wallpaper 66
Customise your Favourites tray 67
Use widgets, shortcuts or folders 68
Arrange apps and control an icon's look 72
Remove Google feed 74
Remake your Home screen with launchers 75

Lock screen **76**

Use a screen saver 76

Use apps **77**

Open, close and switch apps 77
See two apps at the same time 79
View notifications 81
About pre-loaded apps 85
About the Moto app 90
Focus on gaming 92

Get, delete, manage apps **95**

Install or update apps 95
Manage app permissions 98
Delete or disable apps 100
Find problem apps with safe mode 101
Protect against harmful apps 102

Search and browse **103**

Search the web 103
Search your phone 105
Browse websites 106

Text messaging **108**

About text and multimedia messages 108
Read, send messages 109
Manage, delete messages 112
Change default messaging app 114
Change text message reply to incoming calls 115
Get text messages on your computer 116

Email **117**

Read, send, manage emails 117
View email attachments 119
Preview inboxes from the Home screen 120
Add email signature 121
Control email notifications 122

Calendar app **123**
About the calendar 123
Find calendar events 124
Create and manage events 125
Control notifications for calendar events 126
Clock app **127**
Set alarms 127
Use timer or stopwatch 128
"Set date and time" 130
Photos app **132**
Share photos and videos 132
Upload photos and videos 133
Contacts, calls, voicemail **135**
Contacts **135**
Add contacts 135
Edit or delete contacts 136
Star your favourite contacts 138
Sort contacts 139
Share contacts 140
Phone calls **141**
Answer calls 141
Make calls 143
During a call 145
Make video calls 146
Make conference calls 147
Make calls over Wi-Fi 148
Use caller ID 150
Turn call waiting on and off 152
Block calls and texts 153
View and delete call history 155
Make emergency call from locked phone 157
Voicemail **158**
Use voicemail 158
Music **160**
Listen to the radio 160
Listen to music 162
Transfer music files 164
Connect a MIDI device 165
Settings **166**
Moto AI 166

Network and Internet **167**
Connect to Wi-Fi networks 167
Connect with Wi-Fi Direct 169
Use Aeroplane mode 170
Control data usage 171
Share your Internet connection 173
Connect to VPNs 177
Add a Private DNS service 179
Connected devices **180**
Connect with Bluetooth 180
Make contactless payments or scan NFC tags 183
Share files and links with nearby devices 186
Transfer files between phone and computer (USB) 188
Change USB preferences 190
Smart Connect 192
Cast screen or media to TV 193
Print from your phone 195
About wireless sharing 196
Apps **199**
Duplicate an app to use with another account 199
Set or change default apps 200
Adjust special app access 201
Notifications **202**
Turn notifications on/off 202
Choose how notifications look and open 203
Control notification lights 205
Control notification sound 206
Manage notification privacy 208
See previously viewed notifications 210
Sound & vibration **211**
Adjust volumes 211
Set ringtones 213
Change vibration settings 215
Enhance sound 217
Stop phone from speaking 218
Turn off charging sounds 219
Turn touch sounds on/off 220
Hear other notification sounds 221
Limit interruptions with Modes 222
Display **224**
Adjust screen brightness 224
Use Dark theme 225

Choose colour mode 226
Change colour contrast for clarity 227
Change font and display size 228
Adjust refresh rate 229
Show apps full screen 230
Stop automatic rotation 231
Stop screen flicker in dark environments 232
Adjust colours at night 233
Change screen timeout 234
Set screen recording options 235

Home and lock screen 236

Change lock screen features 236

Gestures 239

Change System navigation 239
Set up sidebar for easy multitasking 241
Use one-handed mode 243
Adjust screenshot settings 245
Set the power button to open Camera, assistant and more 246
Turn torch on and off 247
Twist phone to open camera 248
Flip for Do Not Disturb 249

Storage 250

About storage options 250
Manage phone storage 251
Find downloaded files 252
Recover recently deleted files 253
Upload music to cloud 254
Upload photos and videos 255
Scan documents and make copies 257

Battery 258

Charge phone 258
Extend battery life 259
Prevent overcharging 262
Use Battery Saver 263
Show battery percentage in status bar 266

System 267

Use multiple languages 267

Keyboard 268

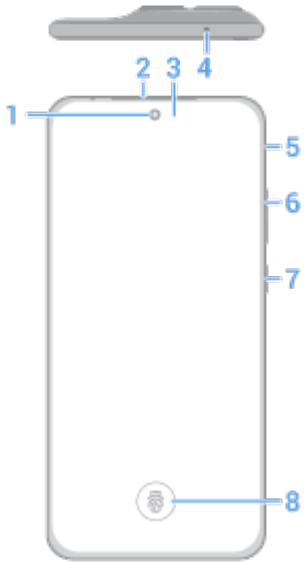
Customise the keyboard 268
Change keyboard apps 270
Open apps faster 271

Users and guests **272**
Share your phone 272
Add, modify and remove users 274
Add or delete guest 275
About phone **276**
Record your IMEI number 276
Find legal and product information 277
Back up phone 278
Passwords, passkeys & accounts **279**
Add or remove accounts 279
Change name and info in your Google account 281
Sync apps with your Google account 282
Control what info Google collects 284
Security and privacy **285**
About security 285
Protect against harmful apps 286
Make sure your phone can be found 287
Lock and unlock phone **288**
Set a screen lock 288
Quickly tighten lock screen security 290
Set advanced lock options 291
Use fingerprint security 294
Unlock with your face 297
auto-lock when you leave or disconnect 299
Prevent repetitive unlocking 300
More security and privacy **301**
Pin an app screen 301
Protect apps in a Secure folder 302
Lock SIM card 306
Privacy controls **307**
Review or change permissions 307
Control access to your mic and camera 308
Hide passwords 309
Keep Wi-Fi and mobile networks secure 310
Location **311**
Use location services 311
Safety & emergency **314**
Prepare for emergencies 314
Accessibility **316**
Visual assistance 316

Hearing assistance 321
Dexterity assistance 325
Use accessibility shortcuts 327
Find assistive technologies 330
Fix issues 331
Hardware issues 331
The phone is slow or unstable 331
Phone feels warm or hot 332
Phone won't turn on 333
Phone restarts or crashes 334
Screen is frozen or won't respond 335
Screen displays wrong colours 336
Screen brightness automatically too dim or bright 337
Call and SIM issues 338
Troubleshoot issues with calls 338
Can't make calls 339
Can't answer or the phone doesn't ring 341
Issues during calls 343
Battery issues 346
Charging issues 346
Battery drains too fast 347
Bluetooth, Wi-Fi, USB issues 348
Bluetooth issues 348
Wi-Fi issues 351
Can't transfer files or connect USB to computer 353
Account and sign-in issues 354
Forgot the unlock code 354
Can't sign in to Google 355
Account sync issues 356
App issues 358
App or widget issues 358
Camera issues 360
Messaging issues 362
Gmail issues 364
Play Store issues 365
Other issues 366
Maintenance procedures 367
Update Android software 367
Reset connections, settings or apps 368
Reset phone 371
Send feedback to Motorola 373

About your hardware

Hardware diagram



1. Front camera (learn more in Camera help)
2. Earpiece/speaker
3. Proximity and ambient light sensor
4. Microphone
5. Air vent. If using a protective case, ensure it does not obstruct the air vent hole to avoid noise during calls or media playback.
6. Volume buttons
7. Power button
8. Fingerprint sensor

1. **motorola edge 70 fusion**: light sensor

   motorola edge 70 fusion+: telephoto camera
2. Main camera
3. Flash
4. NFC sensor area for scanning tags or paying with your phone
5. Ultra-wide and macro camera
6. Tray for SIM card
7. Microphone
8. USB-C port to charge phone, transfer files, share data connection with tethered devices and use digital headphones with USB-C connector or 3.5 mm to USB-C adapter.
9. Speaker

Protect your phone

Find cases and other accessories designed for your phone at motorola.com

Care for your phone

To clean the screen:

- While this does not disinfect your phone, the best way to keep your phone clean is to wipe it thoroughly with a dry, soft cloth. Avoid abrasive cloths, including paper towels and other materials with rough surfaces.
- If the screen gets drops of liquid on it, wipe it with a clean, dry cloth.

To disinfect your phone:

- It is okay to use wipes or cloths moistened with 70% isopropyl alcohol to gently wipe your screen.
- When disinfecting or cleaning your phone, turn it off and avoid getting any moisture in its openings, including the charging port, headphone jack, microphones and speakers.

- Don't submerge your phone in any cleaning agents, avoid using any cleaners with bleach or abrasives and avoid spraying cleaners directly on the screen.

Dust and water resistance

Tested under controlled laboratory conditions, the phone is water, splash, and dust resistant to ratings of IP68 and IP69 (IEC 60529). The phone can be submerged up to 1.5 metres in still, fresh water for up to 30 minutes, and is protected against powerful, high-temperature water jets for up to 30 seconds. Exposure to conditions beyond these ratings is not covered by warranty. Resistance will decrease as a result of normal wear. Not designed to work while submerged underwater. Do not expose to liquids other than fresh water. Do not attempt to charge a wet phone. Designed to provide protection against the ingress of solid foreign objects of any size. Not waterproof.

To prevent water damage to your phone:

- Do not expose your phone salt water or liquids other than fresh water
- Avoid prolonged exposure to water, and do not intentionally submerge in water
- Dry your phone and ports thoroughly with a soft, clean cloth
- Don't try to charge your phone when it's wet
- Don't drop, puncture or scratch your phone, as this could damage the water-repellent features

Durability

The U.S. Department of Defense's MIL-SPEC standards establish methodologies for testing products against environmental stresses under controlled laboratory conditions. Motorola tests devices against hazardous physical and environmental conditions under select categories and procedures of the MIL-STD-810H standard to determine durability. Such testing is not a guarantee of future performance under these test conditions

About Qualcomm aptX audio technology

Your phone features Qualcomm Snapdragon Sound technology for a premium audio experience.

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Insert or remove the SIM card

Your phone might support using an eSIM (embedded SIM card), in addition to the physical SIM card. Contact your carrier for details.

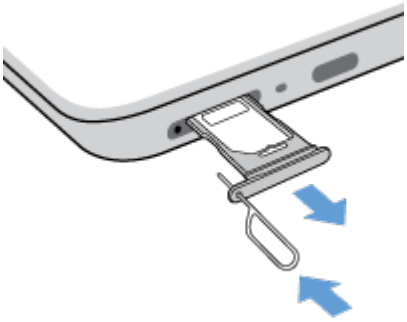
Set up eSIM

If your carrier provided you with an eSIM:

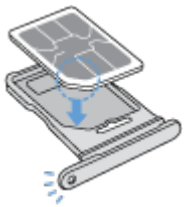
1. If you don't have a network connection, connect to Wi-Fi.
2. Go to **Settings** > **Network & Internet** > **SIMs and mobile network**.
3. Tap the option to download and set up an eSIM, then follow the on-screen instructions.

Insert or remove physical card

1. Insert the SIM tool into the tray hole and gently push to pop it out.

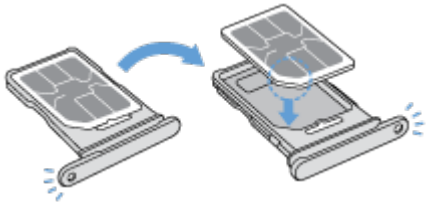


2. Insert (gold contacts up) or remove the card.



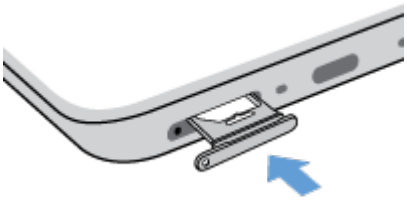
2. Insert or remove the cards as needed.

   Or, to use two physical SIM cards (not available on all models):



   To see if your phone supports two physical SIM cards, go to **Settings** > **About phone** > **Device details**. If you see **SIM status (sim slot 1)** and **SIM status (sim slot 2)**, then you can use two physical SIMs in your phone.

3. Push the tray back into the phone.



Note: If you need to activate or resize a SIM, contact your carrier.

Erase eSIM

You may need to erase your eSIM:

- When you transfer the eSIM number to another phone
- If you're giving the phone to someone else or trading it in

Note: Only erase your eSIM when instructed to do so by a support technician.

When you erase an eSIM, you remove the following capabilities from the phone:

- Calling
- Mobile data usage
- Messaging

Erasing the eSIM does not cancel your mobile data services. To cancel your services, contact your carrier.

To erase an eSIM:

1. Go to **Settings** > **System** > **Reset options**.
2. Tap **Erase eSIMs** > **Erase**.

To restore an eSIM that you erased, contact your carrier.

Fix an issue

If you're having problems, try these troubleshooting steps.

Copy data from old phone

Copy data from iPhone

You'll use Google Drive to copy files from your iPhone and iCloud account to your new phone and Google account:

- Photos will back up to Photos.
- Contacts will back up to Contacts.
- Calendar will back up to Calendar.

Copy data

1. Charge both phones and connect them to a Wi-Fi network.
2. To ensure you don't miss any messages or calls, on your iPhone:
   a. Turn off iMessage. (**Settings** > **Messages** off. Or, if your SIM has been removed, deregister your phone.)
   b. Turn off FaceTime. (**Settings** > **FaceTime** > off).
3. Download the Google Drive app on your iPhone.
4. On your iPhone, open Drive and then:
   a. Sign in with your Google account. If you don't have one, you can create it now.
   b. Tap > **Settings** > **Backup & reset** and start the backup.
5. Wait for the backup to complete.
6. When complete, on your new phone, sign in with the same Google Account (**Settings** > **Passwords, passkeys & accounts** > **Add account**).

After migration, merge any duplicate contacts.

Copy data from Android phone

During setup, you can copy your apps, music, contacts, messages and more.

If you no longer have your old phone or can't turn it on, you can copy files using a backup from the cloud with your Google account.

Copy data

1. Charge both phones and turn them on.
2. On your new phone:
   a. If this is the first time you've turned it on, select your language on the setup screen.
   b. If you skipped copying files during setup, swipe down from the top of the screen and tap the Android Setup notification to finish setting up your phone.
3. Tap **Start**.

4. Insert your SIM to connect to the mobile network, or tap **Skip**.
5. Connect to a Wi-Fi network and tap **Next**.
6. Follow the onscreen instructions to select the old phone or backup associated with your Google account and to choose which apps and data to copy.

> **Tip:** Be sure to leave **Back up to Google Drive** turned on.

After migration, merge any duplicate contacts.

What gets copied

Here's what gets copied from the old phone:

- Apps and app data
- Music, photos and videos
- Google accounts
- Contacts stored on your phone or SIM card
- Text messages
- Multimedia attachments in messages
- Most phone settings
- Wallpaper
- Call history

You'll see these when you sign in to your Google account on your new phone.

What doesn't get copied

These items aren't transferred from your old phone:

- Downloads, such as PDF files
- Apps that aren't from Play Store
- Accounts other than Google accounts
- Contacts and calendars for services other than Google (such as WhatsApp)
- Ringtones

Import contacts from SIM

If you have a SIM card with contacts saved on it, you can import them into your Google account.

1. Insert the SIM in your phone.

   Or if your old phone is an Android phone and can connect to Wi-Fi, turn it on.
2. Open the Contacts app .
3. At the bottom, tap **Organize** > **Manage SIM**.
4. If your phone has two SIMs, select the SIM.

5. Select where to save the contacts. Tap ⌄ and then:
    - Choose a Google account
    - Or, to save them to your phone, tap **Device**
6. Select the contacts to import and tap **Import**.

Manage dual SIMs

About dual SIMs

If you're using a physical SIM and an eSIM:

- You see at the top of the Home screen. If you see , troubleshoot the issue.
- Both SIMs can make and receive calls and text messages.
- Only the owner of the phone (not additional users or guests) can access dual SIM settings.

Set up SIMs

Set SIMs for calling

1. Go to **Settings** > **Network & Internet** > **SIMs and mobile network**.
2. Adjust settings under **Calling**:
   - To use one SIM for all calls, select the SIM.
   - To choose a SIM each time you make a call, select **Always ask**.
   - To automatically assign a SIM to a contact after you use it to call three times, turn **Smart SIM** on . You can always change this by manually assigning a SIM.
   - To manually assign a SIM to one or more contacts, tap **Assign SIM to contacts**, then go to the SIM tab and select the contacts.

Choose preferred SIM for messages

You can choose a preferred SIM to use for messages. When you do, you'll see it as the default in the text field of the Messages app .

1. Go to **Settings** > **Network & Internet** > **SIMs and mobile network**.
2. Under **SIM for messages**, select the SIM.

To send a message from your other SIM, in the Messages app , tap and select the SIM.

Choose preferred SIM for mobile data

1. Go to **Settings** > **Network & Internet** > **SIMs and mobile network**.
2. Tap **SIM for mobile data**.
3. Select your preferred SIM.
4. Choose how you want to handle mobile data if your preferred SIM can't connect:
   - If you want to use your other SIM, turn **Switch SIM automatically** on .
   - If you never want to use your other SIM for mobile data, turn **Switch SIM automatically** off .

Temporarily turn SIM off

Sometimes, you might need to temporarily disconnect your SIM card from the mobile network, like when you're travelling, have privacy concerns or are troubleshooting network issues. You can do this in Settings by turning the SIM card off and back on when you're ready to use it again.

Remember that turning off your SIM card disconnects you from the mobile network, so you won't be able to make or receive calls, send or receive messages, or use mobile data with that SIM card until you turn it back on.

1. Go to **Settings** > **Network & Internet** > **SIMs and mobile network**.
2. Next to the SIM name, turn the SIM off or on .

Set up voicemail

Set voicemail password

Contact your carrier for help setting or recovering your password/PIN for voicemail.

Set mailbox greeting

Your carrier provides and manages your voicemail.

To set your greeting:

1. In the Phone app tap .
2. Touch & hold to dial into your mailbox.
3. Follow your carrier's system prompts. If your voicemail is not set up, contact your carrier for instructions.

Change voicemail options

1. In the Phone app tap > **Settings**.
2. Tap **Voicemail**.
3. If you have two SIMs, tap the SIM for the account to change.
4. Change any of the options:
   - To change voicemail service from your carrier to a different service or app, tap **Advanced settings** > **Service**.
   - To change the number dialled to access voicemail, tap **Advanced settings** > **Setup**.
   - Your carrier might include additional options here, like notification and Visual Voicemail settings. Contact your carrier for help.

Set up email

Set up personal email

You can add multiple accounts of the following types:

- Gmail
- Personal email from other providers (IMAP/POP)

If you added a Google Account on your phone:

- When you open the Gmail app for the first time, you'll see your email for that account. You're already set up.
- To set up additional accounts, open Gmail and touch your profile icon, then touch **Add another account**.

If you didn't add a Google account to your phone and want to set up email for an IMAP/POP provider (an address that's not Gmail):

1. Open the **Gmail** app.
2. Follow the on-screen instructions to enter your email address, password and account options.

   If you have problems setting up the account, read Google's help for Gmail.

Set up corporate email

If you use Microsoft Office Outlook on your work computer, your phone can synchronise emails, calendar events and contacts with the Microsoft Exchange server. Before you start, you'll need the following information from your company's IT department:

- Email address
- Email password
- Domain name
- Username
- Server name
- Security type/SSL settings
- Client certificate requirement

To set up corporate email:

1. Open the **Gmail** app.
2. Do one of the following:
   - If this is your first time opening the Gmail app, touch **Add another email address**.
   - If you have been using Gmail with another account, touch your profile icon, then touch **Add another account**.
3. Touch **Exchange and Office 365**.

4. Follow the onscreen instructions to enter your email address, password and other information from your company's IT department.

Switch account views

In the **Gmail** app, touch your profile icon M, then select an account.

To open each inbox with one touch from your Home screen, add task shortcuts:

1. Touch & hold .
2. Drag = for each account to a blank space on your Home screen.

Make it yours

This topic lists things that most people want to do with their new phone, with links to instructions on how to do them.

Change its look and sound

- Personalise your phone with wallpapers, themes, fonts and more.
- Add apps to your Home screen.
- You can use either the ◀ ● ■ buttons or gestures to move between apps and screens. Choose which System navigation to use.
- Assign ringtones or photos to friends you call.
- Set your schedule for Do Not Disturb, to automatically silence your phone when you don't want to be interrupted.

Protect your phone

- Set up a screen lock.
- Set up fingerprint security to unlock your screen safely and quickly with a touch.
- In case you lose your phone, set up Find Hub and record your IMEI number.

Other common set up tasks

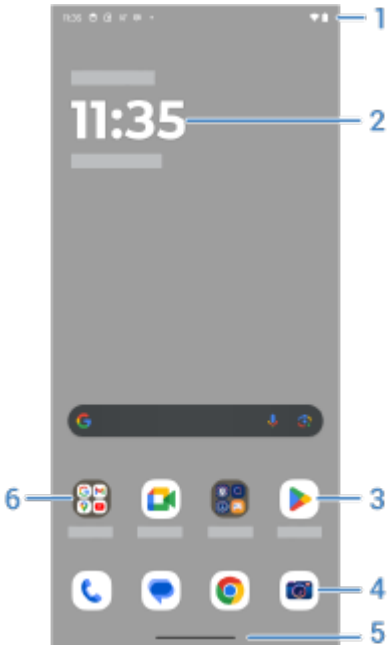
- Connect with your Bluetooth devices and Wi-Fi networks.
- If you use multiple languages, set them up so they appear on your keyboard.

About your home screen

You see the home screen when you turn on and unlock your phone or swipe up from the bottom of the screen.

Swipe right or left to move between Home screens.

What's on the screen



1. Status bar: Displays the time and icons that tell you about your phone's battery and network connections. Swipe down to see your notifications and quick settings and to turn your phone off.
2. Widget: You can add widgets to your Home screen for quick access to information or frequent tasks.
3. Shortcut: You can add shortcuts to open apps or web pages you use frequently.
4. Favourites tray: provides one-touch access to your most-used apps from any Home screen page. You can customise which apps appear here.
5. Navigation bar: use gestures to move between apps and screens. You can use gestures but hide the bar. Or, you can replace the bar with the navigation icons instead.
6. Folder: add folders to organise app shortcuts.

Add/remove screens

You can add more Home screens to the right. To add a page, drag an app shortcut or widget to the edge of an existing page and place it on the new screen.

To remove a Home screen, drag all apps, shortcuts, widgets, and folders off the screen. After you remove the last item, the Home screen will be removed.

Customise your home screen

Organise it:

- touch and hold an item you want to move, then drag it to the new location.
- group icons into folders.
- choose where to find your list of all apps: in the app tray or directly on the Home screen.

Change how you get around: you can replace the navigation bar with the navigation icons.

Change how it looks:

- to see options for customising wallpaper, widgets and other Home settings, touch and hold a blank space on the Home screen.
- For an entirely new look and feel for your Home screen, you can install a different launcher.

About your lock screen

The lock screen appears when you power on your phone or while the screen is locked. The lock screen has a sleep mode and an awake mode.

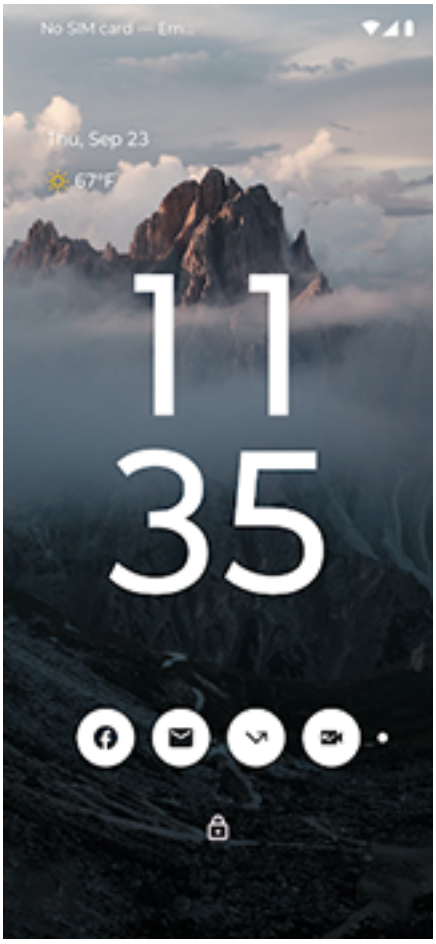
Sleep mode

When your phone has been inactive, the screen times out (goes black). If you lift, tap or move the phone sideways on a surface, or when a notification comes in, the screen goes into sleep mode and shows essential information:

- Time
- Date
- Notification icons that let you peek at messages
- Battery level

If you're playing media, the media player also appears in sleep mode, so you can control what's playing without fully waking the screen.

Awake mode



Your wallpaper and screen are fully illuminated in awake mode. Your lock screen goes into awake mode when you:

- touch a notification icon
- press the Power button.

What you can do from the lock screen

In awake mode, you can:

- Make an emergency call. Swipe up from the bottom of the screen.
- View and respond to notifications. Double tap one to open it.
- Open quick settings. Swipe down from the top of the screen for your top four settings and notifications, then swipe again to see the rest.
- Start a voice command. Swipe up diagonally from either bottom corner.
- Go into Lockdown. Temporarily turn off notifications and fingerprint unlocking.

You can customise your lock screen to add a message and control what content and features appear.

If this is your first smartphone

Learn the basics

To get around your phone, here are the key concepts.

- You can choose how you move between apps and screens: gestures or ◀ ● ■ icons.
- In addition to tapping the screen to select items, you can use other gestures, such as pinch to zoom.
- The icons at the top of your Home screen tell you important stuff at a glance, such as your phone's battery level and network connection and whether you've missed a call.
- Your phone and apps send you notifications for things such as new messages, calendar events and upcoming alarms. You'll find notifications in several places and can do a lot with them.

To learn about these common tasks, tap one below:

- Answer a call
- Make a call
- Set an alarm
- Turn the torch on/off
- Listen to music

Get apps

Your phone comes with many fun and useful apps, but you can really unlock its power by installing apps that suit your lifestyle. Go to Play Store to explore free and paid apps that help you be more productive, organised, informed, in touch and entertained.

Protect your phone

You carry your phone around with you, and accidents happen; phones get lost sometimes. So set up some security and prevent heartache if you and your phone become separated.

Set up a screen lock. This is your first line of defence in keeping your sensitive information safe. Prefer numbers, shapes, words? Set up a PIN, pattern or password that is required to unlock your phone. Learn how.

A screen lock doesn't prevent you from immediately answering a call or accessing your camera.

Display your owner info. On your lock screen, you can discreetly display a ‘please return’ message with some of your contact info so that, if your phone is lost, someone can return it to you. Learn how.

Enable lost phone features. For peace of mind, check out Find Hub, in case you ever need to remotely locate and lock or erase your phone.

Personalise your phone

While changing your wallpaper is probably your first customisation change, don't stop there. Go to **Settings** > **Personalise** to customise colours, fonts and ringtones. And check out your other Settings where you can set your keyboard preferences, pair with devices and much more. It's a great way to learn many of your phone's capabilities while customising it to suit your needs.

In most apps you can tap ☰ or your profile icon Ⓜ for app-specific settings. Make sure that you check what options are available to you there, too.

Manage mobile data

Understand your data usage. Keep an eye on your data usage and learn how to make the most of it. See which apps use large amounts of data and adjust their settings. If your phone is using too much data, you can also stop accounts from auto-syncing.

Use Wi-Fi to conserve mobile data. When you connect to a Wi-Fi network, your data will use that network connection instead of your carrier's network, saving your mobile data for when you need it. Learn how to connect to Wi-Fi networks.

Useful to know

Find phone info. To find your phone number, device name and other information, go to **Settings** > **About phone**.

Tell your phone what to do. Use your phone hands-free with Voice Commands. Tell it to navigate you and listen to it speak the directions to you as you drive – it'll even reroute you if you've gone off course. Tell it to set alarms, find information on the web, make calls.

Never miss a photo opportunity. Automatically open the camera straight from your lock screen. Just twist your phone twice. You can automatically back up your photos and videos with your Google account or with other photo sharing apps available from Play Store.

Wi-Fi hotspot. You can use your phone as a Wi-Fi hotspot to share your Internet connection with your other devices that need Internet access (for example, a laptop or tablet).

Reboot phone. In the unlikely event that your phone becomes unresponsive, frozen, shows a blank or black screen, or doesn't respond to the Power button, you can reboot it. Press and hold the Power button for 7 – 10 seconds. The phone will restart normally.

Certain features, services and applications are network or carrier dependent and may not be available in all areas.

If you had an iPhone

Welcome to Android! Here are some differences between your old iPhone and your new phone.

Your assistant: You've retired Siri. Now, find info and get things done with Google Assistant. Just set up ‘Hey Google’. Then ask for info or help with everyday tasks.

Apps:

- Goodbye Apple App Store, hello Google Play Store. Play Store is now your default app store. Apps aren't compatible between iPhone and Android. However, many developers make iPhone and Android versions of their apps; if the app stores your data online, then you can switch with little effort. Just download the Android version from Play Store and log in.
- Continue listening to podcasts. There are lots of podcast apps on Play Store - search for ‘podcast’ in Play Store and download one of your choice.
- install apps remotely. On a computer, visit play.google.com. Browse apps on the bigger screen and then install them on your phone from your computer.

Your Home screen: your old phone defaulted to show all apps on your Home screen. With your new phone, you can put shortcuts to your most important apps on your customisable Home screen for easy access. This frees up room on your Home screen for widgets, making your new home much more lively.

Privacy indicator: on Android, a green indicator means that either your camera or mic are being used by an app. On iPhone, an orange indicator means that the mic is being used and a green indicator means that the camera is being used.

In the cloud: your Google account is your key to cloud storage with Google. If you migrated your contacts to your phone, then you can see them from any device or computer by logging into Gmail. Your Google account includes apps such as Calendar and Drive that let you work well with others. And it has apps that let you play too - access your photos, videos, music from any device when you log in with your Google account. Use YT Music to upload your iTunes library. For help signing in to your account, read Google's support information.

File sharing: If you used AirDrop on your iPhone, now you'll use Quick Share to easily share files or links with friends.

About your Google account

Benefits of your account

When you set up your phone, you added a Google Account. If you haven't had a Google Account before, this is more than just a password that you set up for your phone.

A Google account lets you organise and access your personal information and files from any computer or mobile device:

- **Synchronise everything.** Never lose your contacts. Associate them with your Google Account if you create contacts on your phone and view them from Gmail on any computer or by signing into your Google Account on any phone. Create emails or calendar events on your phone and view them on any computer. Access your browser bookmarks from any device.
- **Store in the cloud.** Upload your photos, videos and music to the cloud; get to all of it without taking up space on your phone.
- **Keep your stuff secure.** Your account password secures it all and lets you access it from anywhere.

Maintaining your account

Other than remembering your password, you don’t need to do much maintenance on your Google account – just enjoy the benefits of your secure, synchronised information. However, you can:

- Control how frequently your phone syncs your information.
- Review and manage the information Google collects from you, such as search and browsing history.

Learn about Google apps

Many Google apps, such as Gmail, Chrome, Photos and Maps are preloaded on your phone. To learn about and download additional Google apps, read Google's help.

Can't sign in to Google account

If you're having problems signing into your account, read Google's support information.

Status bar icons

About status icons

The status bar at the top of the Home screen contains icons that help you monitor your phone.

- **On the left,** icons tell you about apps, such as new messages or downloads. If you don't know what one of these icons means, swipe the status bar down for details.
- **On the right,** icons tell you about your phone's battery level and network connections.

A dot means there are more icons to view. Drag down from the top of the screen to see all icons.

What status icons mean

These are the icons from apps that came on your phone and the phone status icons.

Icon	Meaning
	CALLS
	Active call.
	Missed call.
	Speakerphone on.
	Microphone muted.
	NETWORK
	Connected to mobile network (full signal). The speed of your network connection is also shown. Possible speeds, from slowest to fastest, are 3G, H, H+, 4G, 5G. Available speeds depend on your carrier and your location.
	Connected to different cellular/mobile network (roaming).
	Data Saver is on, preventing apps from using background data.

	Wi-Fi network within range.
	Connected to Wi-Fi network.
	Connected to VPN network.
	No SIM card.
	Location services are in use.
	Aeroplane mode on.
	CONNECTIVITY
	Trusted device connected.
	Your phone is a Wi-Fi hotspot. Devices can connect to share your data connection.
	Wireless display or adapter connected.
	Connected by USB cable.
	USB tethering enabled.
	NFC enabled. Only some versions of this phone, sold in certain countries, support this feature.
	SYNC AND UPDATES
	App updates are available for download from Play Store.

	Email and calendar sync in progress.
	Upload complete.
	Download complete.
	Google backup in progress.
	Google backup complete.
	SOUND
	Vibrate.
	MODES
	Do Not Disturb is on.
	Driving mode is on.
	Bedtime mode is on.
	BATTERY
	Battery fully charged.
	Battery charging.
	Battery low.

	Battery Saver is on.
	ALARM AND CALENDAR
	Alarm set.
	Upcoming calendar event.
	EMAIL AND MESSAGING
	New Gmail message.
	New text message.
	New voicemail.
	Important alert.
	OTHER ICONS
	Privacy indicator. An app is using your microphone or camera.
	Animated GIF is available.
	Screen recording in process.
	Focus is on.

Apps that you download might show other icons to alert you about their status.

Certain features, services and applications are network or carrier dependent and may not be available in all areas.

Phone terms you should know

Aeroplane mode
This mode allows you to use your phone's non-wireless functions (music, games, etc.), while disabling its wireless radio functions that are banned on aeroplanes during flight.

app
Software that you can download for added functionality, such as games, email apps, bar code scanners and more. Some apps are already on your phone, and more can be downloaded from your phone's app store.

Bluetooth™
A short-range wireless technology you can use to connect a device to other nearby Bluetooth-capable devices and accessories, such as headsets, speakers, printers, etc. Use Bluetooth to make hands-free calls on a headset or in your car, listen to music on wireless speakers, use a wireless mouse or keyboard, or print a document in another room. Set up Bluetooth.

cellular network or mobile network
A network of radio-transmitting towers. You make calls on your phone using radio waves sent between the phone and the network towers. You also send data and access the Internet on this network. Carriers use different technologies to handle these radio transmissions (GSM, CDMA, Edge, 3G, 4G, LTE, HSPA, iDEN).

data usage
The amount of data your phone uploads or downloads over a network in a given period. Your phone uses your carrier's mobile network or over a Wi-Fi network. Depending on your plan with your carrier, you may be charged additional fees when your data usage exceeds your plan's monthly limits.

data
Information sent or received from your phone other than calls and text messages. You may use data when you access the Internet, check your email, play games, use apps and more. Background tasks, such as syncing or location services, may also use data.

eSIM
An eSIM, or embedded digital SIM, is embedded directly into a device's hardware. It performs the same function as a physical SIM card, connecting a device to a mobile network.

GPS
Global Positioning System. A global satellite-based system for determining precise locations on Earth.With GPS, your phone becomes your navigator when you're driving and your concierge when you're looking for a nearby meal, film or cup of coffee.

mobile hotspot
A device or app that lets you share your mobile data connection with multiple devices via Wi-Fi. You can connect different devices to your hotspot, including notebooks, netbooks, MP3 players, cameras, Smartphones and portable gaming systems. The number of devices that can connect at one time depends on your carrier and connection speed.

NFC
Near-field communication. A wireless technology that transfers information between two compatible devices. Tap the devices together to share web addresses, contact info, apps, GPS locations and more.

notification
An alert from your phone or an app on your phone. Your phone displays icons in the status bar to notify you of new messages, calendar events and alarms. Icons can also indicate on-going status, such as connection to a Wi-Fi network.

Play Store
Google's store where you can download apps, books, movies, and music. Choose from an assortment of free books or apps; purchase from an even larger selection.

shortcut
An icon you can add to your Home screen that lets you quickly open an app. Create shortcuts for apps you use frequently.

SIM card
Subscriber Identity Module (SIM) card. A card that securely stores information your mobile operator uses to authenticate your phone on the mobile network.

software update
An update to your phone's operating system that typically includes new features and fixes reported problems. The update is wirelessly downloaded to your phone at no additional cost to you.

status bar
Thin bar at the top of your Home screen that displays the time and icons that tell you about your phone's battery and network connections. Apps display icons in the status bar to alert you to events, such as new messages.

sync
The process of sharing the same information across multiple devices and websites. Contacts, calendars and email are often synced through cloud services, so you can enter information on one device and access it through another.

Wi-Fi
A short-range wireless technology that provides a high-speed Internet connection to wireless data devices. Many locations offer Wi-Fi connections, including airports, hotels, restaurants and more. Using a Wi-Fi connection instead of your mobile network can help reduce your mobile data usage. Some public Wi-Fi connections may not be secure. You should only connect to those you trust and use some form of Internet security on your devices. Set up Wi-Fi.

widget
An element you can add to your home screen that gives you quick access to information or frequent tasks. For example, widgets can provide weather updates or upcoming calendar events. Many are pre-installed on your phone. Apps you download may also include widgets.

Certain features, services and applications are network or carrier dependent and may not be available in all areas.

Learn gestures

You can use gestures on your screen to move between apps and choose or manipulate items.

There are also gestures to perform everyday tasks such as taking screenshots or turning on the torch. These gestures can be turned on/off.

Tap, drag, swipe, zoom

Gesture	Description
Tap	Press briefly with one finger and lift. Result: open something (app or email) or choose something (tickbox, icon).
Touch & hold	Press and wait before lifting one finger. Result: select something (app icon, text on a page) and see possible actions. Try it: touch & hold text on this page to see the copy feature.
Drag	Touch & hold an item and then, without lifting, slide your finger until you reach the target position. Result: move elements on the screen; for example, change a toggle from on to off . Try it: drag an app shortcut from one spot on your Home screen to another.
Swipe	Quickly move one finger across the screen, without pausing when you first touch (so you don't drag instead). Result: switch between Home screens or between tabs in an app or move quickly through a list. You can swipe different directions (up, down, left/right) for different results. Learn more. Try it: open the Phone app and swipe left/right to switch between tabs. Or, swipe up from the bottom of this screen to go home.
Pinch out to zoom	Put two fingers on the screen and then drag them apart. Result: zoom in to see larger versions of photos and maps. Or, open expandable notifications. Try it: open a photo and pinch out to zoom in on an area.

Tip: If you have visual impairments, you can enable additional magnification gestures.

Pinch in to zoom	Put two fingers on the screen, far apart, and then drag them together. Result: zoom out to see smaller versions of photos or maps. Or, close expandable notifications.

Use gestures with Power button

Press
Lock and unlock the phone. You'll enter your PIN, pattern or password to unlock. To turn off the phone, press the **Power** and **Volume up** buttons simultaneously.

Press twice
Open the camera. If this doesn't work, check that the setting is turned on.

Press and hold
Start a voice command.

Move between apps and screens

Choose how to get around

If you see the navigation bar at the bottom of the screen, or you see no icons at all, you are using **Gesture navigation**.

If you see ◀ ● ■ at the bottom of the screen, you are using **3-button navigation**.

You can change how you move between apps and screens: **Settings** > **Gestures** > **System navigation**.

Use gesture navigation

Use these gestures to move between screens and apps if you chose Gesture navigation and you don't see the ◀ ● ■ icons at the bottom of your screen.

Action	Gesture to use
Switch between apps	At the very bottom of the screen, swipe left or right.
See all recent apps	Drag up from the bottom, hold, then let go.
See all apps	Swipe up from the bottom of the **Home** screen.
Go back	Swipe towards the middle from the left or right edge of any screen.
Go Home	Swipe up from the bottom of any screen.
Open Google Assistant	Swipe diagonally from either lower corner of the screen.
Search for info about an item on your screen	Press and hold the Navigation bar at bottom of the screen, then circle or tap the item.

Tip: For even more gestures, turn on One-handed mode.

Use 3-button navigation ◀ ● ■

Use these icons to move between screens and apps if you chose 3-button navigation.

◀ takes you back one screen.

● returns you to the Home screen from any app. Press and hold it to search for info about an item on your screen.

■ lets you switch between recent apps.

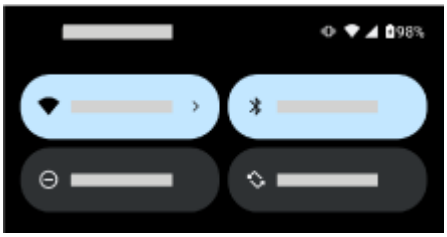
Tip: For visual assistance, you can add to open the Accessibility Menu.

Use quick settings

Open quick settings

Settings you adjust frequently, like Bluetooth, are ‘quick settings’, easy to get to from any screen.

To see your first few quick settings, swipe down once from the top of your screen.



Swipe down again to:

- See all quick settings. You can swipe left for more.
- Open the full list of settings available in the Settings app by tapping .
- Turn your phone off .

Adjust quick settings

To adjust the screen brightness, slide .

To adjust other settings:

- **Tap** an icon to toggle the setting on/off.
- **Touch and hold** an icon to adjust related settings.

Icon	Setting
	Wi-Fi
	Mobile data
	Bluetooth
	Modes: Do Not Disturb

Modes: Driving

Modes: Bedtime

Auto-rotate

Moto Unplugged

Change between ring, vibrate or mute

Smart Connect

Control compatible smart devices

Wallet (To learn more, read Google's help.)

Wi-Fi calling

System update

Dolby Atmos

Torch

Aeroplane mode

Hotspot

Screenshot

GIF maker

Alarm

Battery Saver

Screen cast

Screen record

Camera access

Mic access

Data Saver (Appears after you turn on Data Saver for the first time.)

Night light

Scan QR code

Family Space

Security and privacy

Colour inversion (Appears after you turn on Colour inversion for the first time.)

Extra dim (Appears after you turn on Extra dim for the first time.)

Open all settings

To open the full list of all settings:

- Open quick settings and tap .
- Or, open the Settings app .

Tip: Search the Settings app to find what you need quickly. Just tap at the top of the app and type your search term.

Customise quick settings

Add, remove, rearrange quick settings

You can rearrange quick settings, putting your most-used at the top. You can also add or remove them.

1. Open quick settings.
2. Tap .
3. Drag the tiles to rearrange. Or, swipe up to add new tiles.

To return quick settings to its original state, tap > **Reset**.

Pin/unpin the media player in Quick settings

When you leave a media app that allows you to listen in the background while you use other apps on your phone, playback switches to the media player which opens in quick settings and also appears on your lock screen for convenient control.

To let you continue listening from where you left off, the media player is pinned to its spot in quick settings. When it's pinned, you can't swipe it to close it.

To swipe the media player to close it and remove it from quick settings until you play something again, unpin it:

1. Open Quick settings, press and hold the media player, and touch .

   Or go to **Settings** > **Sound & vibration** > **Media**
2. Turn **Pin media player** off .

To pin the media player to its spot in quick settings:

1. Open quick settings, touch & hold the media player and tap .

   Or go to **Settings** > **Sound & vibration** > **Media**
2. Turn **Pin media player** on .

Apps that support background playback

While some apps like YouTube and YT Music require a premium paid subscription to play in the background and won't open in the media player using the free version, many media apps such as Spotify, Pandora and Amazon Music do support background playback in their free versions.

To find more apps, open Play Store and search for ‘free background playback’.

Change style for quick settings and notifications

1. Go to **Settings** > **Home and lock screen** > **Control centre**.
2. Choose the option you want:
   - To see quick settings and notifications together on the same screen when you swipe down from the top, select **Classic style**.
   - To separate quick settings and notifications on individual screens when you swipe down from the top RIGHT (quick settings) or top LEFT (notifications), select **Modern style**.

Show/hide quick settings and notifications on lock screen

1. Go to **Settings** > **Home and lock screen** > **Control centre**.
2. To access quick settings and notifications from the lock screen, turn on **Allow control centre access on lock screen**.

   Or to hide them from the lock screen, so you can only see them after unlocking the phone, turn it off .

Turn screen off and on

Why your screen turns off automatically

- **To save battery power,** your screen turns off if you haven't used it for some time. You can lengthen or shorten the time before your screen automatically turns off.

  You can also use Attentive display to keep your screen from turning off when you're looking at it.
- **When you bring the phone to your face to speak into it during calls**, the screen turns off to prevent accidental touches. When you pull the phone away from your face, the screen turns on so you can use it. (If the screen stays dark, follow these steps.)
- **When you use Auto-lock**, the screen instantly locks itself if your phone detects you've left a trusted place, disconnected from a trusted device or disconnected from a trusted Wi-Fi network. Set it up so you don't have to remember to manually lock the screen when you've left more secure circumstances.

Turn screen off and on manually

To turn the screen off:

- Press the Power button. When you set down your phone, it's a good habit to do this. You prevent accidental touches, save a bit of battery and keep it secure with the screen lock.
- Tap your Home screen twice. (If this doesn't work, turn the gesture on).
- To keep your screen off and phone quiet when you don't want interruptions, use Do Not Disturb settings.

To turn the screen on:

- Press the Power button. If you've set up a screen lock, you need to unlock it.
- Tap the screen. (If this doesn't work, turn the gesture on).
- If you've added your fingerprint to the phone, touch the sensor to wake and unlock your phone.
- Your screen automatically turns on when you have an incoming call.

Turn off phone

Swipe down from the top of the screen **twice**, then tap and **Power off**.

Or, use the buttons on the side of your phone. Press the **Power** + **Volume up** buttons simultaneously, then tap **Power off**.

Tip: To press and hold only the Power button (instead of Power and Volume up), change the Power button gesture.

Take screenshots

Take a screenshot

You can take a screenshot in a few ways. Use the one that's most convenient for you.

1. When you're on the screen that you want to capture, choose one:
   - Touch & hold three fingers on the screen. (If this doesn't work, turn **Three-finger screenshot** on.)

   - Open Quick settings and tap .
   - Drag from the bottom of the screen and hold to see recent apps, then tap .
   - Press and hold power + Volume down simultaneously until the screen is captured.
2. To scroll and capture more content, tap .

   To stop scrolling before the end of the page, tap **STOP** or .
3. Do any of the following:
   - Tap the recommended app to share it that way (this changes based on your usage).
   - To share a different way, tap .
   - To edit the screenshot, tap .
   - To delete it, tap .
   - Or, tap the thumbnail to open the screenshot before taking action.

Edit screenshots

If you tapped after taking the screenshot, you have these options:

Icon	Meaning

	Crop. To choose standard , full-screen , circular or freeform modes for cropping, tap again.
	Draw. To change colour or thickness, tap again.
	Highlight. To change colour or thickness, tap again.
	Insert a text box. Tap the icons to change the background and text colour.
	Blur with mosaic effect. Swipe over the area to blur.
	Undo change.
	Redo change.
	Close without saving.
	Save.
	Delete.
	Share.

Find screenshots later

Open the Photos app and tap **Collections** > **Screenshots**.

Record your screen

You can record a video of your screen while you're using it. You can choose to include your audio or a selfie video when recording.

Record your entire screen or just a single app. You can display screen touches and add audio and video commentary while recording.

Record screen

1. Open quick settings and tap **Screen record**.

   If you're playing a game and Gametime is on, tap > .

2. Adjust recording settings if needed:
   - Tap to toggle between recording **Record this screen** or **Record one app**.
   - Tap next to **Record audio** to adjust audio recording options.
   - Turn on **Camera** to include a selfie frame in the corner of the screen while recording.
   - To capture screen taps, enable **Touch points**.
3. Tap **Record**.

   The recording controls and counter appear on the screen.

   While recording:
   - To adjust recording options, tap to expand the control bar, then make selections.
   - To pause, tap .
   - To restart recording, tap .
   - To reposition the controls on your screen, drag and drop them where you want.
4. Tap to stop recording. Or, swipe down from the top of the screen, then tap the red notification.

Adjust recording options

While recording, tap to adjust these options.

Sound

You can mute or record your phone's sound, and you can include your own narration.

To adjust sound, tap the current setting and change it.

Icon	Meaning
	Mute

	Record your narration using the microphone
	Record only your phone's sound
	Record both your narration and your phone's sound

Drawing

To write on the screen, tap .

To change pen colour, tap .

Video

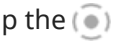
To include a selfie video in the corner, tap .

To turn the selfie video off, tap .

Other options

You can adjust more options, such as frames per second or screen touches, in phone Settings. Learn more.

Find your recordings

To view a recording immediately after you capture it, swipe down from the top of the screen and tap the  notification.

To view any time, open Photos, Files, or another media viewing app, and look for the **Screen record** folder.

Create GIFs from video

You can make an animated GIF from a video on your screen.

Record a GIF

1. Open the video in the Photos, Files, or other media viewing app and pause the video where you want to start the GIF.
2. Open quick settings and tap **GIF maker**.
3. Tap **Start**.
4. Adjust the GIF's frame over the video:
   - To reposition the frame, drag .
   - To change frame size, drag the corners or sides.
   - To close, tap .
5. To start recording tap .

   You can capture up to 15 seconds. To stop recording before that, tap .

View your GIF

Once you stop recording, your GIF will automatically play.

To view any time, open the Photos, Files or other media viewing app, and look for the **Screenshots** folder.

Turn torch on and off

To turn your torch on or off:

- Add to your lock screen, then just wake the screen and tap .
- Open quick settings and tap .
- Or, make a chopping motion.

If the camera opens instead of turning on the torch, be sure to use a chop gesture, not a twist gesture.

To control the chop gesture:

1. Go to **Settings** > **Gestures**.

   Or, open the **Moto** app and tap > **Gestures**.

2. Tap **Fast torch** and turn it on or off.

Scan QR codes

1. On your lock screen or in quick settings, tap .
2. Frame the code. If it isn't automatically detected, move the camera closer or further away.
3. When the code is detected, use options to open a website, copy/paste or share the information.

Record audio notes

Record a note

1. Open the Recorder app .
2. Enable any requested permissions.
3. To start recording, tap .
4. If needed, tap || to pause and ▶ to resume recording.
5. To stop recording, tap ■.
6. Add a title.

   If you don't add one, the recording title will be the timestamp (day and time).
7. To choose a folder for the recording, tap **Add to folder**.
8. Tap **Save**.
9. To move a saved recording to a folder:
   - Tap ⋮ by the recording you want to move, then tap **Add to folder** and choose the folder.
   - To add a new folder, tap +, give it a title and save it. Then, tap the folder.

Listen to recordings

You can listen to and share audio recordings in Recorder or other apps. To limit access to your recordings, you can restrict listening and sharing to only the Recorder app.

1. Open the Recorder app .
2. If you marked a recording as a favourite, tap ☰ > **Favourites**.
3. If you want to just play a recording, tap ▶ by it in the list. If needed, tap || to pause.

Open full player for more control

If you want more control over playback, tap the recording to open it in the full player. Then, use icons as needed:

Icon	Action
1x	Tap to increase/decrease playback speed.
	Drag to skip to a specific point in the recording.

	Tap to skip forwards a few seconds.
	Tap to skip backwards a few seconds.
	Tap to adjust looping.

Get transcriptions and summaries

In the Recorder app, you can transcribe selected recordings. Then view the transcriptions at any time and summarise lengthy ones.

Transcribe a recording

- In your list of recordings, tap **Transcribe** by the recording.
- Or, when listening to a recording, tap **Transcribe**.

View or summarise transcriptions

1. In your list of recordings, tap a recording that shows **Transcribed**.
2. Tap at the top of the screen to view the transcription.
3. If the transcription is lengthy, tap **Summary** to see how AI summarised it.

Change transcription language

You can change the transcription language for future recordings:

1. In the Recorder app, tap > .
2. Tap **Transcription language** and adjust settings:
   - **Auto-detect**: the app detect the language being spoken and transcribes in it.
   - **English**: always transcribe in English, regardless of spoken language.

Trim a recording

1. In the Recorder app, tap the recording.
2. Tap .
3. Drag the handles around the audio to include.
4. Tap **Trim** to cut away the audio outside the handles.
5. Tap **Save**, then choose **Save as copy** to retain the original audio file and the trimmed version, or tap **Save** to save only the trimmed audio file.

Manage recordings

Move saved recordings to a folder

1. Open the Recorder app.
2. Next to the recording, tap .
3. Tap **Add to folder** and choose the folder.

   Or, to add a new folder, tap , name the folder and save it. Then, tap that folder.

Add or remove favourites

Find recordings easily by adding them to your favourites:

1. Open the Recorder app.
2. Next to the recording, tap .
3. Tap to add it to favourites, or tap to remove it.

Rename, delete, share or view details

1. Open the Recorder app.
2. Next to the recording, tap .
3. Select options to rename, delete, or share the recording, or view file details.

Control whether other apps can play and share your recordings

1. In the Recorder app, tap > .
2. Tap **Storage**, then set access to your recordings:
   - To restrict playing and sharing to only the Recorder app, select **Audio recorder only**.
   - To permit playing and sharing of recordings with other apps, select **Audio recorder + other apps**.

Change recording settings

To adjust settings for future recordings you make:

1. In the Recorder app, tap > .
2. Adjust settings as described below.

Adjust sound quality/file size

Tap **Quality** and select an option:

- **High** (better sound)
- **Low** (smaller file size)
- **Default** (balance between sound quality and file size)

Change file format

1. Tap **Recording format**.
2. Select the file type for new recordings (m4a, wav, aac).

Allow/prevent notification sounds while recording

1. Tap **Notification Sounds**.
2. Choose to allow or silence notifications.

Allow/prevent the screen from turning off while recording

Turn **Keep screen on while recording** on or off .

Control phone with your voice

Speak a command

Not all languages support voice commands.

You can tell Google Assistant to call people, get directions, send messages and set alarms. Or, you can ask questions.

1. Get your assistant's attention by doing any of these:
   - Press and hold the power button. If this doesn't work, turn the gesture on.
   - For hands-free control, say ‘Hey Google’ or ‘OK Google’, if you've taught it to recognise your voice.
   - Swipe up from the bottom left or right corner of your phone. Learn more.
   - Tap .
2. Ask a question or say a command. For example, you can say ‘What's the weather today?’ or ‘Set alarm for 7 AM tomorrow.’

   Tip: To see a list of commands, say ‘Help’.
3. To silence Google Assistant when it's talking to you, tap .

   Google Assistant will stop listening after a few seconds.

To learn about changing settings for Google Assistant, read Google's help.

Teach Google to recognise your voice

1. Open the Google app, then tap your profile icon > **Settings** > **Google Assistant** > **Voice Match**.
2. Turn on **Hey Google** and follow the on-screen instructions to record your voice.

Fix an issue

If your phone isn't recognising ‘Hey Google’ commands:

1. Is Battery Saver on?

   If it's on, you need to get your assistant's attention by touch instead of voice, or turn off Battery Saver.

   If it's off, then follow the remaining steps.
2. Open the Google app.
3. Tap your profile icon > **Settings** > **Google Assistant**.
4. Tap **Voice Match**.
5. Tap the option to retrain your voice model.

Get directions to a location

Navigation and battery life

Navigation is one of the most power-intensive apps, so when possible, keep your phone plugged into a high-quality charger, especially if you're streaming music and/or using Bluetooth (also power-intensive features).

Get turn-by-turn directions with voice readout

Follow directions on a map in real time, with or without voice readout. Get traffic updates and rerouted around issues on the way to your destination.

1. Call the assistant:
   - Press and hold the power button. If this doesn't work, turn the gesture on.
   - If you set up voice recognition, say ‘Hey Google.’
2. Say ‘Navigate to [destination].’

   You can say the name of a place or give an address.

To learn about setting a time of arrival, seeing street view and other features, read Google's help.

Add Directions shortcut to the Home screen

Use the Directions widget to create a Home screen shortcut to your destination before you leave. When you're ready to travel, tap the shortcut and your phone will navigate to the destination.

1. Touch & hold a blank space on your Home screen and tap **Widgets**.
2. Scroll to **Maps** and tap .
3. Touch and hold the **Directions** shortcut, then drag it to your Home screen.
4. Enter the destination and shortcut name, then select any other options and tap **Save**.

Tip: Organise your Directions shortcuts into a folder on your Home screen.

Get directions to Home or work

Get directions from anywhere to your home or work addresses with one touch by setting up a task shortcut for the Maps app:

1. Touch & hold .
2. Drag to a blank space on your Home screen.
3. If you haven't set your home or work address yet in Maps, touch the shortcut and follow the onscreen instructions to add it.

When you're ready to roll, just touch the shortcut and your phone will talk you through the directions.

Use the Clock and Weather widget

Add Moto Widget to Home screen

Put a clock on your home screen and get quick access to alarms, your calendar, and the weather.

1. Touch & hold the home screen.
2. Tap **Widgets**.
3. Tap **Moto Widget** to view different styles of the widget to add:
   - For a simple widget with few icons and a digital clock (not analogue), choose **Clean**.
   - For a basic analogue clock with weather and your calendar, choose **Classic**. The outer ring shows the remaining battery.
   - For a transparent widget that doesn't obstruct your wallpaper, with a choice of digital or analogue clocks and individual panels so you can swipe between weather, time and settings, choose **Beyond**.
   - For a highly customisable widget that can show or hide date, time, weather, battery, alarms, fitness tracking and more depending on how you size the widget, choose **Adapt**.
   - To see daily and hourly forecasts (no clock, calendar), choose **Weather**.
4. Touch and hold the style you want, then drag it to your Home screen and release.
5. Follow on-screen instructions to set up the widget.

Customise and use the widget

Resize it

Touch and hold the widget to show its frame, then drag a side. Some widgets show more information when you expand their size.

Move it

Touch and hold the widget, then drag it around your screen or to a new panel. Release to place it.

Change clock style

Your phone came with the Clean style of the Moto Widget, which only has a digital clock. To use an analogue clock, remove the widget (touch and hold, then drag it to **Remove**), then add a different style for the Moto Widget or add a different clock widget.

Quickly access alarms, calendar and weather

For alarms, tap the **time** to open the Alarm tab in the Clock app. Tap other tabs to use the timer or stopwatch. Learn more about alarms.

To open the Calendar, tap the **current date**. You can view or add events.

For weather information, tap **Add cities** or your current weather conditions in order to:

- Turn on location to track the weather wherever you are.
- Add cities, locations and regions to track their weather.
- View weather forecasts and other information.
- Adjust other weather settings, including notifications. In your weather app, look for on-screen instructions or tap ☰ or ⚙ for settings and help.

Add other clock and weather widgets

Other apps offer their own widgets you can add to your Home screen, in addition to the Moto Widget.

1. Touch and hold the Home screen.
2. Tap **Widgets**, then:
   - Tap **Clock** for a stopwatch or other types of time widgets.
   - Tap your weather app for other types of weather widgets.
3. Touch and hold the widget you want to add, then drag it to your Home screen and release.
4. Follow on-screen instructions to customise the widget

For other widgets, 🔍 search for ‘clock widget’ or ‘weather widget’ in Play Store and install one.

Manage how you spend time on your phone

About Moto Unplugged and Google's Digital Wellbeing

Moto Unplugged and Google's Digital Wellbeing offer distinct approaches to managing screen time and improving digital wellbeing.

Moto Unplugged helps you take spontaneous breaks from phone distractions by tailoring your mobile experience to your current mindset. This is achieved through sessions, where you can select which apps and notifications are allowed, and even require a password to end your break session. You can choose the time frame for your digital break, creating a personalised oasis without fully disconnecting. You can still access essential apps or notifications if you choose, allowing for a balanced approach to your digital life.

Digital Wellbeing, on the other hand, provides a comprehensive suite of tools to help you understand and manage your digital habits. Features include a dashboard that displays phone usage statistics, app timers to limit usage, customisable notifications to reduce distractions, and modes to help you minimise screen time during specific activities or times of the day. It also supports parental controls, offering parents the ability to monitor and control children's screen time and app usage.

In summary, use Moto Unplugged to spontaneously disconnect, how and when you want, and use Google's Digital Wellbeing for scheduled limits and comprehensive tools.

Stay focused with Moto Unplugged

Only some versions of this phone, sold in certain countries, support this feature.

Start a Moto Unplugged session any time you want to create a focused space by limiting apps and interruptions.

1. Open the Moto Unplugged app or open quick settings and tap .
2. Tap **Customise** to:
   - Choose what apps are available during your Moto Unplugged session
   - Choose a wallpaper for your Moto Unplugged session
   - Choose what can interrupt your Moto Unplugged session
   - Require a password (the same one you use to unlock your phone) to make ending your session more intentional.
3. Tap **Start**.
4. Enable any requested permissions.
5. Set the session time, then tap **Start**.

What to expect during your session:

- See the apps you've chosen, but nothing else
- Notifications won't appear on the notification curtain, but you still get the calls and messages you choose

To end a session before the time expires, tap the Moto Unplugged widget, quick settings or notification.

Understand your habits

1. Go to **Settings** > **Digital Wellbeing & parental controls**.
2. Review the chart to see:
   - Time you spent using phone today
   - Which apps you've had on screen and for how long
   - How often you unlocked the phone today
   - How many notifications you have received
3. For more information, touch a label on the chart. For example, to see your screen time for the week, touch today's usage time.

Limit daily screen time

For individual apps, you can set a timer that limits the amount of time you spend on the app every day.

Tip: To manage your child's screen time, use parental controls.

To set an app timer:

1. Go to **Settings** > **Digital Wellbeing & parental controls**.

   Or **Settings** > **Apps** > **Screen time**.
2. Next to the app you want to limit, touch and tap the chart.
3. Set the total time that you can use the app per day.

When you reach your time limit in an app:

- The app closes.
- Its icon dims and no longer opens the app.

The app timer resets at midnight. To use the app before midnight, go back to the timer in **Settings** and extend the time or delete the timer.

Pause distracting apps to focus

Use Focus to pause selected apps for fewer distractions.

1. Go to **Settings** > **Digital Wellbeing & parental controls** > **Focus**.
2. To select the apps to pause, tap see all apps, then mark apps.
3. Do one of the following:
   - To turn it on, tap **Turn on now**.
   - To have it turn on automatically, tap **Set a schedule**, then select days of the week and start/end times.

When Focus is on:

- You'll see in the status bar.

- You won't be able to use the selected apps and won't get notifications from them.

Tip: To add Focus to quick settings, open quick settings, tap , then drag the tile where you want it.

To turn Focus off:

- Open quick settings and tap .
- Or, on the notification, tap **Turn off now**. (To turn it off for a short period, tap **Take a break**.)

To remove the schedule:

1. Do one of the following:
   - Open quick settings, then touch and hold .
   - Go to **Settings** > **Digital Wellbeing & parental controls** > **Focus**.
2. Next to Schedule, tap .

Tip: To mute sounds, stop vibration and block notifications for all calls and notifications, use Do Not Disturb.

Make it easier to put your phone away at bedtime

You can schedule changes to get ready for sleep.

1. Go to **Settings** > **Digital Wellbeing & parental controls** > **Bedtime mode**.
2. Select when to turn on **Bedtime mode**.
3. Adjust start and end times if required.
4. Tap **Customise** to set what your phone should do during this scheduled time:
   - You can customise this mode to change how your phone looks (greyscale, dark theme) and responds.
   - Use greyscale or dimmed colour and light (touch **Screen options at bedtime**).

Use parental controls

You can:

- Control your child's access to devices and apps
- Control location settings and view the location of your child's supervised device
- Set daily usage limits, monitor app usage and remotely lock supervised devices
- Set filters and controls on what your child can browse, purchase or download using Chrome, Google Search, Play Store and YouTube

You'll need to set up parental controls on your and your child's devices.

To set up parental controls on this phone:

1. Go to **Settings** > **Digital Wellbeing & parental controls**.
2. touch **Set up parental controls**.

3. Follow the onscreen instructions to set up the phone for child or adult usage.
4. To set up parental controls on the other device, refer to the help information for that device.

To learn more, read Google's help.

Use onscreen keyboard

Open, close, rotate keyboard

To open the keyboard, just touch an area where you can enter text or numbers.

To close the keyboard so you can see other parts of the screen, tap .

For a larger keyboard, turn your phone horizontally. (If your screen doesn't rotate, check your auto-rotate setting.) You can also resize the keyboard to give yourself extra space for more accurate typing.

Tip: If you've installed multiple keyboards, you'll see next to the navigation buttons when you're typing. To switch to a different keyboard, touch .

Type special characters

Touch & hold a key to see related special characters. For example:

- Touch & hold **.** to see other punctuation marks.
- Touch & hold **e** to see **ê**, **é**, **è**, and **ë**.

Tip: To insert a period followed by a space, tap the space bar twice quickly.

Capitalise letters

To type in ALL CAPS, touch twice quickly, so you see . Touch it once more to turn ALL CAPS off.

To change the capitalisation of a word that you've already typed:

1. Select the word.
2. Touch until you see the capitalisation you want: first letter only, ALL CAPS or lowercase.

Use glide typing

You have two options for entering text: type one letter at a time (multi-touch typing) or slide your finger through all the letters in a word using one continuous motion (glide typing). Start typing either way and switch whenever you like.

When you're using glide typing, you can:

- **Type a word.** Drag your finger over the letters in the word.
- **Enter apostrophes in common words.** Drag through the letters and the apostrophe is automatically inserted.
- **Add a space.** There's no need to use the space bar. Just lift your finger and start the next word.

You can disable glide typing.

Get suggestions

Use suggestions to type faster.

When you're typing, you'll see a list of suggested next words above the keys:

- Touch a word in the list to insert it in your text.
- If you don't like a suggested word, touch & hold it, then drag it to .

You can limit or turn suggestions off.

Spell check and auto correct

Misspelled words are automatically corrected as you type.

To prevent that word from being auto-corrected again, add it to your dictionary by touching the word in the list of suggestions above the keys.

If auto-correction is turned off, you can still check spelling:

1. After you're done typing, review your text; misspelt words (and words not in your dictionary) are underlined.
2. Touch an underlined word:
   - If the word is spelled correctly, touch it in the suggestion bar.
   - If the word is misspelled, select the correct word in the suggestion bar or type the correction.

Type in multiple languages

If you have added multiple languages as a system language in your phone settings, keyboards and text suggestion are available for those languages:

- When using a keyboard language other than your primary system language, available keyboard languages are shown on the spacebar.
- To toggle between languages, touch
- To see a list of available keyboards, touch & hold or the spacebar.

You can add keyboards for other languages.

Cut, copy, paste text

You can select and copy text from webpages and messages.

1. To select text, touch & hold a word.
2. Tap **Copy**, **Cut**, **Share**, **Select all** or:
   - Select more text. Drag the sliders .
   - Get information about selected text. Tap **Web search**.
   - Translate selected text. Tap **Translate**. (If you don't see this option, install the Google Translate app.)
3. To paste text, tap to insert at the cursor or select a block of text to replace. Then tap **Paste**.

Tips:

- In some apps, you need to double-tap a word to select it (instead of touching & holding it).
- When you use **Copy**, the text is copied to the clipboard in your phone's memory, overwriting previous text in the clipboard. If you want to save and manage everything you copy into the clipboard, search for ‘clipboard manager’ in Play Store to select and download an app.

Use voice typing

1. Touch a text field to show the on-screen keyboard.
2. Touch on the onscreen keyboard.
3. Say what you want to type:
   - Speak naturally but clearly. There's no need to shout or hold the phone close to your mouth.
   - To include punctuation, say ‘comma,’ ‘full stop,’ ‘question mark’ or ‘exclamation mark’.
   - To pause or restart, touch .
   - To delete a word, touch .

You can also use your phone hands-free by speaking voice commands.

Fill in forms automatically

Don’t retype your personal information again and again. Save it securely, then with just one touch, fill in passwords, addresses, credit cards and other information saved to your Google account.

To set it up:

1. Go to **Settings** > **Security and privacy** > **More security and privacy** > **Autofill service from Google**.
2. Tap categories to review and edit personal information, addresses, credit cards and passwords.

Personalise with your style

Find Personalise settings

Quickly get to personalisation settings – wallpapers, themes, fonts and more:

- Touch & hold a blank space on your Home screen, then tap **Personalise**.
- Go to **Settings** > **Personalise**.
- Open the Moto app, then tap and **Personalise**.

Change how your phone looks

A theme is a unique combination of colours, icon shapes, fonts and wallpapers. Apply themes to easily change the entire appearance of your phone. You can choose from existing themes or create your own.

You can change individual settings for your phone's appearance, which layer on top of your selected theme.

Use a theme

1. Go to **Settings** > **Personalise** > **Themes**.
2. To use an existing theme, browse and select the one you want.
3. To create your own theme:
   a. Tap .
   b. Name your theme.
   c. Select the **Wallpaper**, **Font**, **Colour**, **Icon shape**.
   d. Tap **Save**.
   e. To use it, select it from the existing themes.

Make individual changes

If you like the way that your wallpaper, font, colour and icon shape look together, create a new theme for the combination instead of changing the individual settings. That way, you can easily go back to the combination later.

You can change these Personalise settings:

- **Wallpaper**: Choose an image to see on your Home screen or lock screen.
- **Font**: select a character style to see throughout your phone.
- **Colour**: choose complementary colours, based on your wallpaper, for icons and backgrounds. To see (most) icons in a complementary monochromatic colour scheme, turn **Themed icons** on .
- **Icon shape**: choose a different shape.
- **Display size and text**: make only text bigger or smaller, or make everything bigger or smaller. You can also bold all text or use high-contrast text. Learn more.
- **Layout**: choose how many rows and columns of app icons you want to see on your Home screen. To simplify your screen, choose fewer.

- **Dark mode**: temporarily switch your screen to a dark background to give your eyes and battery a break. This is called **Dark theme** in quick settings. Learn more.
- **Fingerprint animation**: change how fingerprint icon animates in response to your touching the sensor. Learn more.

Change how your phone sounds

Quickly change the default sounds for calls, notifications and alarms.

Change wallpaper

You can change the background image on your Home screen or lock screen.

Set the wallpaper

1. Touch & hold a blank area on your Home screen, then tap **Wallpapers**.
2. Do one of the following:
   - To set a single wallpaper, select a photo or wallpaper.
   - To use an animated background, select a dynamic wallpaper. Many dynamic wallpapers include settings. Look for or to set options.
   - If you select a wallpaper from a category (such as landscapes), you can see a different image every day. Open the category and touch icon.
3. Tap or **Set**.
4. Select whether you want to use the wallpaper on your home screen, lock screen, or both.

If your photo is too large
Open the photo and take a screenshot of it. Then edit the screenshot as needed and set it as the wallpaper.

If you've selected a dynamic or interactive wallpaper

If your battery is low, temporarily change wallpaper to a static image to save power.

Customise your Favourites tray

The Favourites tray at the bottom of your Home screen gives you quick access to your most-used apps. You can customise the shortcuts in this tray.

Change app shortcuts manually

1. Touch and hold one of the app shortcuts, then drag it up and drop it on **Remove**.
2. Swipe up from the bottom of the Home screen to open your app list.
3. Touch and hold the app you want. When the new shortcut appears, drag it to the empty spot in your tray.

Tip: you can also use folders in your Favourites tray.

Change app shortcuts automatically, based on usage

To have your phone automatically update these shortcuts with apps you use most often:

1. Touch & hold a blank space on your Home screen.
2. Tap **Home settings** > **Home screen style**.
3. Next to **App tray**, tap .
4. Turn **Suggestions on Home screen** on .

Fix an issue

If the apps in your favourites tray are being replaced by apps you haven't selected and you don't want them to change, try these troubleshooting steps.

Use widgets, shortcuts or folders

Add widgets

Widgets stream information, giving some of an app's functionality without opening the app. For example, the Calendar widget shows your daily agenda and gives you one-touch access to your full calendar.

Add widget

1. Touch & hold the home screen.
2. Tap **Widgets**.

   Widgets are listed under their related apps.
3. Touch & hold a widget to add it.

Adjust widget's size

You can make some widgets larger to view more content:

1. Touch & hold the widget until it's highlighted.
2. Release it to see an outline.
3. Drag a corner or side to resize.

Add shortcuts

On your home screen, you can add shortcuts to apps, so you don't have to open the tray and sort through all of your apps, shortcuts to common tasks and shortcuts to open specific web pages.

Add app shortcuts

1. Swipe up from the bottom of the home screen to open your app tray.
2. Touch & hold the app you want.
3. Drag the app to an empty spot on your home screen. Or, drag it to the edge of the screen and drop it onto a new home screen.

Add task shortcuts

Many apps include shortcuts to common tasks, so you don't have to open and navigate through the app.

1. Touch & hold an app icon to see available task shortcuts.
2. Do one of the following:
   - To perform the task, tap it.
   - To create a shortcut for that task, drag ═ to an empty space on your Home screen.

Here are examples of task shortcuts for various apps. Not all apps include task shortcuts.

App	Task shortcuts

Gmail	• Compose new email • Open to specific account
Maps	• Navigate to work • Navigate to home
YouTube	• Shorts • Search • Subscriptions
Chrome	• New incognito tab • New tab
Calendar	• New reminder • New event • New task
Messages	• Open most recent conversation • New conversation
Clock	• Start screen saver • Start stopwatch • Create new timer • Create new alarm
Settings	• Bluetooth • Battery • Data usage • Wi-Fi

Add web page shortcuts

1. Open the **Chrome** app.
2. Navigate to the web page.

3. Tap > **Add to Home screen**.
4. Edit the name if desired.
5. Tap **Add**.
6. Do one of the following:
   - Touch & hold the icon to drag it where you want on the home screen.
   - Tap **Add to Home screen**.

Add folders

Folders organise your shortcuts. You can create folders on your Home screen or in your app tray.

Home screen folders

To create a folder on your Home screen:

1. Touch and hold an app shortcut on your home screen.
2. Drag it onto another to group them together, then release when you see a frame around them.

3. To name the folder, tap to open it, then tap **Edit Name** and type a new name.

To add apps to the folder:

1. Touch and hold the app's icon.
2. Drag it onto the folder.

To remove apps from the folder:

1. Open the Home screen folder.
2. Drag the app's icon onto the Home screen or drag it up and drop it on **Remove**.

App tray folders

To create a folder in your app tray:

1. Open the app tray.
2. Tap > **Create folder**.
3. Type the folder's name.
4. Tap app icons to select what to put in the folder.
5. Tap **Done**.

To change apps in the folder:

1. Touch and hold the folder.
2. Tap **Edit**.
3. Tap app icons to add or remove them.

To add one app to the folder:

1. Touch and hold the app's icon.
2. Tap ⊕.
3. Select the folder.

To remove one app from the folder:

1. Open the folder.
2. Touch and hold the app's icon.
3. Tap ×.

Remove widgets, shortcuts or folders

To remove items from your Home screen:

1. Touch & hold it until it vibrates.
2. Drag it to **Remove**.

   For app tray folders, tap × **Delete**.

App icons on the Home screen are **shortcuts** to installed apps found in the app tray. Removing an app shortcut from the Home screen doesn't uninstall the app. Learn how to uninstall apps.

To select a totally new user interface for your Home screen, download a different launcher.

Arrange apps and control an icon's look

Choose where to find apps: app tray or Home screen

The app tray holds all of your installed apps. Swipe up from the bottom of the Home screen to open the tray. This simplifies your Home screen, showing only apps you choose to add as shortcuts.

To see **all** apps on your Home screen instead, you can remove the app tray.

You can switch at any time.

1. Touch and hold a blank space on your Home screen.
2. Tap **Home settings** > **Home screen style** and then:
   - To see all apps on your Home screen, tap **Open**.
   - To see all apps in the app tray, tap **App tray**.
3. Tap to see more customisations, described below.

If you're using the app tray

You can make these customisations in Home settings:

- Turn on/off suggested apps at the top of the list and bottom of the home screen.
- If you don't want the app's icon added to your Home screen when you install a new app, turn **Add app icons to the Home screen** off. The icon is only added to the app tray.

If you're using Open to put all apps on the home screen

You can customise how app icons are arranged:

- To be able to position icons anywhere on the Home screen, tap **Free arrangements**.
- To have icons move automatically to fill empty spaces, tap **Auto fill**.

Adjust icon size and names

You can make the app icons on your Home screen and in the app tray larger or smaller. You can also remove or expand the names below the icon.

1. Touch and hold a blank space on your Home screen.
2. Tap **Home settings**.
3. Adjust settings:
   - To make the icons smaller or larger, tap **Icon size** and move the slider to choose a size.
   - To remove the names below the icons, tap **App label** > **Don't show**.
   - To restore the names below the icons, tap **App label** > **2 rows** (full names) or **1 row** (short names).

Turn notification dots or numbers on/off

You can control whether app icons show dots to alert you about unread notifications.

1. Touch and hold a blank space on your Home screen.
2. Tap **Home settings**.
3. Tap **App icon badges**.
4. Select **Numbered** or **Dot**.

   Or, to turn off dots and numbers for all apps, select **No badge**.

Remove Google feed

When you swipe to the farthest-left Home screen, you'll see the Google news feed. To remove it:

1. Touch and hold a blank space on your Home screen.
2. Tap **Home settings**.
3. Tap **Swipe access** > **Nothing**.

   To add the feed back again, change **Swipe access** to **Google feed**.

Remake your Home screen with launchers

About launchers

A launcher app is what makes your Home screen look the way it does and controls how you organise and interact with your apps. The launcher that came with your phone puts the Google search widget and a clock widget on the Home screen. See what that Home screen looks like and how you can customise it.

To totally change the look and feel of your Home screen, you'll need to download a new launcher and update your settings to use it. Launchers often come with new wallpapers, gestures to interact with your phone and customisable elements for your Home screen.

You can always go back to the original launcher and Home screen.

Get different launcher

1. Search for ‘launcher’ in Play Store.
2. Read through the choices and download the ones that you want.
3. To start using it, open the app or follow the on-screen instructions after downloading it.

Switch between launchers

1. Go to **Settings** > **Apps**.
2. Tap **Default apps** > **Home app**.
3. Select the launcher you want to use.

   To switch back to the standard Home screen, select **Moto App Launcher**.
4. If the launcher has adjustable settings, tap to change them.

Delete launchers

You can only delete launchers that you installed.

Touch & hold the launcher's app icon, then tap > **Uninstall**.

Use a screen saver

Set up screen saver

While your phone is idle on a dock or charger, turn it into a desk clock, a photo frame to show off your pics, or more.

1. Go to **Settings** > **Display**.
2. Tap **Screen saver**.
3. Turn **Use screen saver** on .
4. Do any of the following:
   - To change screen savers, select one. To set options for that screen saver, tap **Customise**.
   - To preview your selection, tap **Preview**. Tap the screen anywhere (unlock if necessary) to return to settings.
   - To adjust when the screen saver starts (while docked, charging or either), tap **When to start**.

Start screen saver

The screen saver automatically starts when you connect your phone to a dock or charger and the screen turns off.

To exit the screen saver and return to your home or lock screen:

- Press the Power button.
- Or, if you're using fingerprint security, touch the sensor.

To manually start your screen saver any time, go to **Settings** > **Display** > **Screen saver** and turn **Use screen saver** on .

Turn off screen saver

To prevent the screen saver from starting automatically:

1. Go to **Settings** > **Display**.
2. Tap **Screen saver**.
3. Turn **Use screen saver** off .

Add screen savers

Search for ‘Screen saver’ in Play Store for apps that give you more.

After you install an app, you can select the new ones in **Settings** > **Display** > **Screen saver**.

Open, close and switch apps

Open and close apps

To open an app, tap its icon on the Home screen, or swipe up from the bottom of your Home screen to open the app tray, then tap the app.

To leave an app and go to your home screen, just swipe up from the bottom of the screen.

You don't need to close apps. Android manages the memory and battery that apps use, so you don't need to worry about leaving apps open.

To close one app, drag up from the bottom of the screen, hold, then let go. In your recent apps, swipe up on the app.

To close all apps, drag up from the bottom of the screen, hold, then let go. In your recent apps, swipe right until you see the start of the list, then tap **Clear all**. (You can prevent certain apps from being cleared.)

Open apps from sidebar

Your phone includes a sidebar that you can swipe open from the edge of your screen to access your favourite apps and actions. You can choose how apps open from the sidebar:

- Open in freeform windows you can drag to reposition around the screen
- Open in full screen

(If you can't see the sidebar, turn it on in **Settings** > **Gestures**.)

To open an app, swipe in from the edge of your phone where you see a translucent bar to open a menu of apps, then tap one to open it in a floating, freeform window or full screen.

To open an app in another mode (freeform or full screen), drag it from the sidebar to the centre of the screen.

To open an app in a split screen, drag it from the sidebar to the top or bottom of the screen.

To move the freeform app, touch and hold at the top, then drag.

To resize the freeform app, drag a bottom corner diagonally:

- Drag all the way down to open to full screen.
- Drag all the way up for a floating, movable icon you can tap to reopen the app.

To close the app, tap ✕ in the upper corner.

To customise the sidebar, tap ⚙. You can add or remove apps and reorder them.

Switch between open apps

To switch between recently used apps, swipe left or right at the bottom of the screen.

To see your list of recent apps, drag up from the bottom of the screen, hold, then let go:

- To see more apps, swipe left or right.
- To switch to an app, tap it in the list.
- To choose between opening the app in freeform or full screen, touch and hold its icon.

Tip:

Use two apps at once with split screen.

Clear recent apps

You can clear all apps from your list of recent apps. Or, you can prevent an app from being cleared from your recent apps when you tap **Clear all** to close all apps.

To remove all apps from the list:

1. Drag up from the bottom of the screen, hold, then let go to see your list of recent apps.
2. Tap **Clear all**.

To lock an app in the list:

1. Drag up from the bottom of the screen, hold, then let go.
2. On the app you want to keep in the list, tap 🔓.

To unlock the app so it's removed when you tap **Clear all**:

1. Drag up from the bottom of the screen, hold, then let go.
2. On the app, tap 🔒.

See two apps at the same time

Depending on the app, you can sometimes use more than one app at once. You can also watch a video in a small window while you do other things.

Use two apps at once (freeform)

You can open a second app in a small, freeform window, using the sidebar at the edge of your screen.

Use two apps at once (split screen)

Split the screen

1. Open the first app.
2. Drag up from the bottom of the Home screen, hold, then release.
3. In the list of recent apps, tap the app's icon at the top of the preview to see and .

   Make sure that you tap the app's **icon** instead of the screen preview, which opens the app.
4. Tap **Split screen**.
5. Select the second app to use.

Use gesture to split the screen

If you're using 3-button navigation , you can use a gesture to split the screen.

To set it up:

1. Go to **Settings** > **Gestures**.

   Or, open the **Moto** app and tap > **Gestures**.
2. Tap **Swipe to split** and turn it on .

To use it:

1. In the first app you want to view in split screen, swipe once back and forth across the screen.
2. Select the second app to use.

Exit split screen view

Drag the divider line all the way up or down.

See one app while using another (Picture-in-picture)

With some apps, you can watch video in a small, movable frame while you do other things. Use it when navigating with Google Maps, too.

1. When you’re playing a video or navigating with Maps, go to the Home screen or app you want to use.

   The video (or navigation) shrinks.

2. You can drag the video (or navigation) anywhere on the screen.
   - To make the frame larger, tap it twice.
   - To return it to full size, tap it once, then tap .
   - To close it, drag it to the bottom of the screen. Or, tap it, then tap .

Turn off Picture-in-picture for an app

1. Go to **Settings** > **Apps**.
2. Tap **Special app access** > **Picture-in-picture**.
3. Tap the app.
4. Turn **Allow picture-in-picture** off .

View notifications

Find your notifications

Apps send you notifications to let you know about new messages, calendar events and alarms.

You can check your notifications from a few places:

- They appear on your lock screen.
- You see them when you swipe the status bar down on any screen.

If you get multiple notifications from an app, they'll be grouped together. You can swipe down to view more details.

Some important notifications will pop up over your current app so you can take action. For example, if you get a call while you're watching a video, a notification will appear so you can answer or ignore the call.

If an app icon has a notification badge, you can touch and hold it to see the most recent notification:

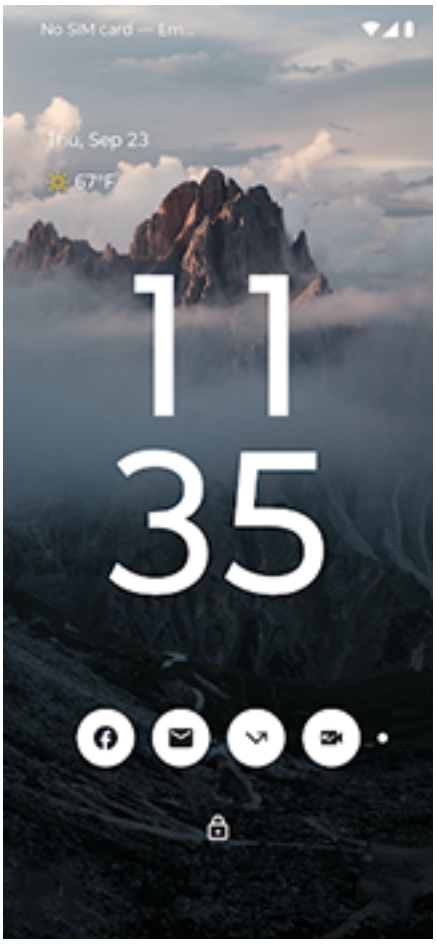
Use notifications on your lock screen

Check for notifications
If you haven't seen activity for a while, lift, tap or move the phone sideways.

Peek at contents
Tap an icon to preview the notification.

Change how these notifications look or work
For more privacy, you can hide sleep mode notification content and show only icons, or hide all notifications in sleep mode. Learn how to change these Settings.

If you touched your phone to wake it but haven't unlocked it yet, you can do more than just peek at notifications. You can respond, open apps and dismiss notifications.



Use notifications when your phone is unlocked or on awake lock screen

To see your notifications when your phone is unlocked, swipe the status bar down on any screen.

Respond from a notification

Many notifications include actions at the bottom that let you complete common tasks without opening the full app. If you have several notifications, these actions are hidden. When you see ⌄, tap it to reveal actions like **Reply**, **Archive** and more.

If you're on the lock screen and Safe reply is on, unlock your phone to continue the action.

Open the app that sent the notification

From the status bar:

- Swipe down from the top of the screen and tap the notification to open its app.
- Instead of opening apps in full screen from notifications, you can set them to open in free-form windows for multi-tasking. Learn more.

From the awake lock screen:

Tap the notification twice and enter your PIN, pattern or password to unlock your screen and open the app.

Snooze a notification

Tap ⌄. Then, tap ⏰ and select a duration to snooze notifications. To snooze notifications, first turn on snoozing.

Dismiss notifications

To dismiss one notification, swipe it sideways. Some notifications, like voicemails, require an action and cannot be dismissed.

To dismiss all of them, swipe to the end of your notifications and tap **Clear all**.

Control how and when apps send notifications

Use Do Not Disturb to silence all notifications when you don't want interruptions.

Touch & hold a notification to customise that app's notifications. Then you can:

- stop all notifications from that app.
- change the app's notifications to be **Silent** instead of **Default**.

About pre-loaded apps

Sometimes, related apps (like apps from Google or your carrier) are grouped into a folder.

Apps that came with your phone

The following apps may be pre-installed on your phone.

Delete or disable apps you don't need, or download free and paid apps you want to install.

App	Description
	Adobe Scan Scan anything with text you can reuse – receipts, notes, documents, photos, business cards, whiteboards – and save to multiple file types like PDF, Microsoft Word, JPEG and more.
	Amazon Music Listen to podcasts, trending playlists, hit music and your favourite songs.
	Booking Book your whole trip in one app. Find great deals on flights, hotels, rental cars.
	Calculator Make some quick calculations.
	Calendar Keep track of your upcoming events, get automatic reminders on your phone and co-ordinate with others by sharing calendars.
	Camera Capture photos or videos. To learn more, read the Camera app's help.
	Chrome Browse the web. Access your browser bookmarks from any device and sync tabs with your computer or Android devices.

Clock

Set alarms. Use a timer or stopwatch.

Contacts

Organise and connect with your contacts. Assign ringtones to people.

Dolby Atmos

Optimise and adjust audio for your phone's speaker and any connected listening device.

Drive

Store and synchronise your files on Google's cloud, then access them anywhere you have an Internet connection. Create and share spreadsheets, documents and presentations. Scan documents and share or print them.

Facebook

Connect with friends, family and communities. Share updates and media. Find information on events, entertainment and businesses.

Family Space

Create a space on your phone where family can play safely, without disrupting your settings and privacy. To learn more, open the app, then tap ☰ and **Help**.

Files

Browse and manage files and folders stored on your phone.

Find Hub

Locate and secure a lost phone.

Fitbit

Track your health and physical activity.

Games

Find tools and settings to help you focus on gaming.

Gemini

Use Google AI to write, plan and learn.

Gmail

Compose, send, view or search your email from your phone or computer.

Google One

Get expanded storage, Google support and other member benefits with a paid subscription.

Google TV

Get films and TV programmes for instant viewing from Play Store. (Not available in all countries.)

Google

Search the web, see your updates and adjust Google settings, including privacy.

Home

Set up and control your Google Home and Chromecast devices and other home products, such as lights, cameras and thermostats.

Interactive wallpapers

Provides access to Motorola's interactive wallpapers, hosted on the cloud so they don't take up space on your phone until you download them.

LinkedIn

Connect and stay in touch with your professional relationships.

Maps

Find your destination, explore locations.

Meet

Make video calls with your friends across Android and iOS.

Messages

Send and receive text messages.

Moto AI

Summarise, transcribe, search and create images and playlists. To learn more, open the app, then tap ☰ and **Help**.

Moto Secure

Manage network security, control app permissions and create a secret folder for your most sensitive apps.

Moto Unplugged

Create a focused space by limiting apps and interruptions

Moto

Customise your phone's look, sound and how you interact with it using gestures.

Notes

Create notes, drawings, checklists, audio notes. Organise them into collections, which you can pin, filter and search. To learn more, open the app and tap ⋮ > **Help**.

Perplexity

Get concise answers to your questions and searches, with cited responses, using their AI language model.

Phone

Make calls.

Photos

Manage photos and upload them automatically to your private album.

Play Store

Get apps for your phone, as well as books, magazines, music and films and access them from your computer or any Android device.

Recorder

Record voice memos and review call recordings.

Settings

Customise your phone settings.

Smart Connect

Seamlessly unites multiple devices, enabling effortless task transitions across Motorola phones, Lenovo tablets, PC and TVs. To learn more, open the app, then tap ☰ and **Help**.

TikTok

Watch short-form videos. Create your own videos and apply filters or effects to express yourself.

Wallet

Securely store payment cards, flight and event tickets, travel cards, vaccination cards, loyalty and gift cards, digital car keys and campus IDs in this digital wallet.

Weather

Get weekly weather, Doppler radar, local news and national weather alerts.

YouTube

Find, view and upload videos to the web.

YT Music

Stream your favourite albums, singles, and live performances and get recommendations for new music.

About the Moto app

The Moto app groups together features and settings that help you customise the way your phone looks, sounds and behaves. Several of these features are available only on Motorola phones.

In the Moto app, tap ☰ to access these features and settings:

Personalise
Change your phone's layout, fonts, icon shapes, themes and wallpapers.

Gestures
Control your phone with simple motions, like using a karate chop motion to turn on the torch.

Moto Secure
Manage network security, control app permissions and create a secret folder for your most sensitive apps.

Tips
Learn more about your phone with a guided tour and demos of favourite features.

Display
Control what is shown on your lock screen. Keep your screen on when you're looking at it (Attentive display).

Play
Adjust display and sound features for immersive, refined and uninterrupted entertainment experiences. (Gametime and Dolby Atmos)

Turn Gestures on/off

Perform everyday tasks with quick motions.

You turn each gesture on/off independently.

Tap ‘Learn more’ links to learn how to use and turn gestures on/off.

Swipe in from the edge of your phone for a pop-up menu of your favourite apps. Learn more.

Twist your wrist twice quickly to open the Camera from any screen. Learn more.

Make a karate chop motion to turn the torch on or off. Learn more.

Use three fingers to take a screenshot. Learn more.

Unlock by lifting your phone and looking at it. Learn more.

Set your phone face down on a surface to start Do Not Disturb mode. Learn more.

Pick up your ringing phone to silence it and switch to vibrate. Learn more.

Swipe back and forth to use split screen. Learn more.

Get help with other features and settings

For information about other features or settings on your phone:

- To search Help, at the top of this screen, tap and type keywords.
- To browse the entire Help menu (table of contents), at the top of this help screen, tap your phone's model.

Focus on gaming

Open toolkit

Use the toolkit to quickly adjust settings during a game.

To open it, you can either:

- Tap .
- Swipe right.
- Swipe right but don't show . This gives maximum space for and interferes least with gaming.

Reposition

Drag to the top, middle, bottom or opposite side of the screen.

Reposition

1. Swipe right.
2. Tap **Settings** > **Toolkit access**.
3. Tap next to **Swipe right from the edge**.
4. Select the top, middle or bottom third of the screen.

Customise tap or swipe to open

1. Do one of the following:
   - From the toolkit, tap > **Toolkit access**.
   - From the **Games** app, tap > **Settings** > **Toolkit access**.
2. Do one of the following:
   - To tap , select **Tap the icon**.
   - To swipe right, select **Swipe right from the edge**.
   - To swipe without showing , select **Swipe right from the edge**, then tap and turn **Show visual hint** off .

Remove the toolkit

To remove for the duration of your game, drag toward the bottom of the screen to close.

If you don't want to use the toolkit, you can remove it entirely. Open the toolkit and tap **Settings** > **Toolkit access** > **Hide the toolkit**.

Turn off calls and notifications

From the toolkit

1. During a game, open the toolkit.
2. Tap to block calls and to block notifications.
3. When Block calls is on , calls from starred contacts are allowed as exceptions. To block starred contacts as well or to permit calls from certain contacts, tap > **Caller exceptions**.

From Games app

1. Open the **Games** app .
2. Tap > **Gametime** > **Settings**.
3. Under Locked mode, turn **Block notifications** and **Block calls** on or off .
4. When Block calls is on , calls from starred contacts are allowed as exceptions. To block starred contacts as well or to permit calls from certain contacts, tap **Caller exceptions**.

Turn off gestures that conflict with game controls

Some gestures may conflict with game controls. You can turn them off while you're playing games.

1. During a game, open the toolkit and tap .
2. Tap **Block Moto Actions** and turn on the gestures you want to block.

Adjust display settings

1. During a game, open the toolkit and tap .

   Or, open the **Moto** app and tap > **Gametime** > **Settings**.
2. To keep brightness at a fixed level while gaming, turn **Disable adaptive brightness** on .

Use other apps while you play

You can add up to two shortcuts in the toolkit for quick access. When you open the app from the toolkit during a game, it will appear in a small free-form window that you can reposition.

To add apps:

1. During a game, open the toolkit and tap .

   Or, open the **Moto** app and tap > **Play** > **Gametime** > **Settings**.
2. Tap **App shortcuts**.

   If needed, download the app you want to use from Play Store.
3. Select the apps to add.

To use the apps:

1. During a game, open the toolkit and tap , then select the app.
2. Drag the app window where you want it.
3. Use available app features as you normally do. Some app features might not be available in free-form mode.

Record or take screenshot during game

1. During a game, open the toolkit.
2. To record your screen, tap . Learn more.

   To take a screenshot, tap .

Install or update apps

Get apps

You can download more apps, in addition to the apps preloaded on your phone.

If the app will contain important information (like banking apps), you can install it directly into your secure folder. Otherwise, just put it with your other apps.

Get apps from Google Play Store

1. Open the Play Store app .
2. Browse by category or search.
3. Tap an item to see a description, read reviews and download it.

Tip: To prevent accidental or unwanted purchases, tap your profile icon > **Settings**. To learn more, read Google's help.

Restore Play Store apps

If you uninstalled an app you got from Play Store, you can reinstall it anytime. Have apps you use infrequently, such as a flight tracker? Delete them and easily reinstall when needed.

1. Open the Play Store app .
2. Tap your profile icon > **Manage apps and device** > **Manage**.
3. Tap **This device** and change to **Not installed**.
4. Tick the box for each app to re-install, then tap .
5. If you have multiple Google accounts, tap your profile icon and next to your account tap . Select the other account and repeat the process to restore apps downloaded in that account.

Get apps from other sources

Before downloading, do some research: check the app's rating and read the comments.

To download apps:

1. Open the Chrome app and go to the appropriate site to download the app.

   If you see a warning, tap **OK** to continue.

   You'll see in the status bar when the download completes.
2. Tap the download notification to install the app. Or, open the **Files** app to install it later.
3. When installing the app, review what information the app will access. If you don't want the app to access this information, cancel the installation. For example, if you're installing an app that makes a shopping list, the app should not require access to your contacts.

Stop adding icons automatically

If you don’t want the app's icon added to your home screen when you install an app:

1. Touch & hold a blank space on your Home screen.
2. Tap **Home settings** > **Home screen style** > **App tray** > .
3. Turn **Add app icons to the Home screen** off .

Update apps

Updating your apps gives you the latest features and improves security and stability. For best performance, apps are set to update automatically.

If an app changes the information it wants to access on your phone, you'll get a notification to update the app manually and will be required to review and accept the new permissions.

Update Play Store apps manually

1. Open the Play Store app .
2. Tap your profile icon > **Manage apps and device**.
3. Under **Updates available**:
   - Tap **Update all**.
   - Or, to update a specific app, tap **See details**, then tap **Update** by its name.

     To read the summary of what changed, tap the app name before you update it.

Update Play Store apps automatically

To control when your apps are automatically updated:

1. Open the Play Store app .
2. Tap your profile icon > **Settings**.
3. Tap **Network preferences** > **Auto-update apps**.
4. Choose whether apps should:
   - Auto-update over any network
   - Auto-update only over Wi-Fi — save data charges on your mobile plan

If you can't update apps

If you see apps waiting to be updated or stuck in ‘Pending’ status:

1. Check your settings related to downloading apps:
   a. Open the Play Store app.
   b. Tap your profile icon > **Settings** > **Network preferences** > **App download preference**.
   c. Set your account to download over any network (especially if stuck on Wi-Fi only mode). This allows your phone to download over your mobile data connection (SIM), in addition to Wi-Fi, so depending on your mobile data plan, you may incur charges.
2. Update the Chrome app before updating other apps:
   a. On the 'Pending downloads' screen, cancel all downloads.
   b. Swipe to **Chrome** and tap **Update**.
   c. After Chrome has updated, tap **Update all**.

      Apps should now update normally.

Turn off Play Store auto-updates

For best security and performance, keep apps set to update automatically.

Stop a specific app from updating automatically

1. Open the Play Store app.
2. Tap your profile icon > **Manage apps and device**.
3. Tap **Manage**, then tap the app's name.
4. Tap and turn off **Enable auto update**.

Stop all apps from updating automatically

1. Open the Play Store app.
2. Tap your profile icon > **Settings**.
3. Tap **Network preferences** > **Auto-update apps** > **Don't auto-update apps**.

Manage app permissions

What are permissions?

If an app wants to use specific features and personal information on your phone, it must ask for your permission. You can manage permissions at any time to allow, deny or modify them.

Features you'll be asked about

If an app wants to access (use, view, change) these features, it must ask you for permission:

- Hardware and system settings, such as access to your camera, microphone, location, contacts, calendar, storage and sensors
- Network settings, such as permission to access the internet, Wi-Fi and Bluetooth
- Personal information and accounts, including access to your personal data, accounts, authentication services (for example, email addresses, phone numbers, social media accounts and more)
- The ability to modify phone settings and perform actions (such as sending notifications or controlling hardware components)

Should you allow or deny access?

Before you give an app permission, it's important to review what the app's asking for. Make sure you're okay with what the app wants to do before you say yes.

Android apps can still work even if you don't give them all the permissions they ask for. For instance, an app might not need to know your location or see your contacts to do its thing. But, if you do allow it access, the app might work even better. It's a trade-off. On the one hand, you can limit what info the app knows. On the other hand, you might miss out on cool features.

Respond to app permission requests

You'll see permissions screens:

- The first time you open an app
- The first time you use a specific feature, if that feature requires access
- When an app updates and needs different permissions
- When you restart an app you previously denied permissions

If the screen pops up over another app, tap to allow full access, partial access or to deny the app access.

If the screen takes you into Settings and flashes a setting:

1. Tap the flashing item.
2. Turn the permission on to accept (or off to deny it).
3. Tap ← or swipe to go back to the previous screen.

Review or change permissions

Review by feature

The first time you use an app, and sometimes when you install or update it, you are asked to grant the app permission to access certain data and phone features. You can adjust these permissions at any time.

To adjust permissions by feature:

1. Go to **Settings** > **Security and privacy** > **Privacy controls**.
2. Tap **Permission manager** tab.
3. Tap a feature to see which apps have permission to use it.
4. Turn that permission on or off for each app as needed.

Review by app

To adjust permissions by app:

1. Touch and hold the app icon, then tap **App info** ⓘ.
2. Tap **Permissions**.
3. Turn each permission on or off as needed.

> **Tip:** To see how the app uses each permission, tap ⋮ > **All permissions**.

Delete or disable apps

Disable apps provided with phone

You can't remove preloaded apps from your phone, but you can disable and hide apps that you don't need.

To disable an app:

1. Go to **Settings** > **Apps**.
2. Tap **See all # apps** > app you want to disable.
3. Tap **Disable**.

To re-enable a disabled app:

1. Go to **Settings** > **Apps** > **See all # apps**.
2. Tap the app.
3. Tap **Enable**.

You can remove any app from your Home screen.

Delete apps you have installed

You can delete (uninstall) apps that you downloaded. For many preloaded apps, you can disable but not delete them.

1. Touch & hold the app's icon.
2. Do one of the following:
   - Drag the icon up and drop it on . This deletes the app and frees storage space.
   - If you don't see a delete option, touch & hold the app icon, then tap > **Disable**.

Delete apps installed by others

If you are the owner of the phone and shared it with users or guests, you can uninstall apps they installed. Although their apps don't appear in your app tray or on your Home screen, they do reduce available storage space.

1. Go to **Settings** > **Apps** > **See all # apps**.

   Apps installed by others show the message **Not installed for this user**.
2. Tap the app name.
3. Tap > **Uninstall for all users**.

Find problem apps with safe mode

Issues such as apps crashing, unexpected reboots or fast battery drain could be caused by an app you installed. Use safe mode to start your phone with only the original software and apps. If the issues go away in safe mode, the problem is probably from an app you downloaded.

Step 1: Restart in safe mode

1. Do one of the following:
   - Press and hold the power and volume up buttons at the same time.
   - Swipe down from the top of any screen and tap .
2. Touch and hold **Power off**. Then tap **OK** to restart in safe mode.

Step 2: Check if the problem goes away

Use your phone and see if the problem has gone away. Remember, you won't be able to use any downloaded apps.

If the problem goes away, an app is probably causing your problem, so you should exit safe mode and check your apps.

If the problem doesn't go away, an app's not the cause. Try these performance troubleshooting steps next.

Step 3: Exit safe mode

Press and hold the Power and Volume up buttons simultaneously, then tap **Restart** .

Or, hold the Power button for about 30 seconds, or until your phone restarts.

Step 4: Check your apps

1. One by one, delete recently downloaded apps.

   Keep a list of the apps as you go.
2. After you delete each app, restart your phone.

   See whether removing that app solved the problem.
3. Once you've found and deleted the problematic app, you can restore the other apps you removed during testing.

Protect against harmful apps

Scan phone for harmful apps

Play Protect helps keep your phone secure by automatically scanning your apps, including sideloaded apps, to check for potentially harmful apps (malware).

If Play Protect finds a potentially harmful app, it stops the app from running and warns you so that you can uninstall it.

To see the results or to rescan:

1. Open the **Play Store** app.
2. Tap your profile icon M > **Play Protect**.
3. Review the results of the latest scan, or tap **Scan**.

Play Protect is on by default.

To learn more, read Google's help.

If your phone seems slow

If you've scanned your phone to confirm there aren't any potentially harmful apps but your phone seems slow, troubleshoot the issue.

Search the web

Search by circling an item on your screen

You can search for anything visible on your screen–whether it's a photo, text or more.

1. Choose one:
   - For gesture navigation: press and hold the Navigation bar at the bottom of the screen.
   - For 3-button navigation: press and hold the ● Home button.

   The search feature will appear transparently over your screen.
2. Circle or tap the item you want to search for, then swipe to view the search results.
3. If needed, use the Google search bar to refine or expand your search.

If this gesture doesn't work, check that it is turned on: **Settings** > **Gestures** > **System navigation** > **Circle to Search**.

Search from anywhere

You don't have to leave your current app to search for the info you need. Use Google Assistant from any screen to get search results and options for your next action.

To search:

1. Say ‘OK, Google’ or ‘Hey, Google’. (Make sure you've set up the launch phrase.)

   Or swipe diagonally from either lower corner of the screen.
2. Tell the assistant what you're looking for. For example, search for a local restaurant by saying ‘Find [restaurant name].’
3. Below the search result, tap options for related actions: make a call, get directions, read reviews and more.

For more help with Google Assistant, read Google's support information.

Search with the Google search bar

Type search terms

1. Tap the blank space on the search bar.
2. Start typing a search term.

   As you type, suggested terms appear.
3. Tap a suggestion to search for it.

Use voice search

Tap to call Assistant. Learn more.

Use camera to search for info

Tap , then follow onscreen instructions.

Use camera to search for info

You can use Google Lens with your camera to:

- **Search for information about objects and surroundings:** Learn about products, landmarks and buildings, plants and animals, books and visual art
- **Scan barcodes and QR codes:** search for related information, open a website to purchase a product
- **Digitise real-world text:** Copy text to paste in another app, translate text, save business card information to Contacts, create calendar events from dates on posters or billboards

To use Google Lens:

1. On the Home screen, tap on the Search widget.

   Or, open the Camera app and tap on the viewfinder.

2. Frame the item you want to learn about and tap .
3. Tap the item you want to learn about.

   For text, tap it to select it and use to select more.

4. In the list of results:
   - Review results, then tap a selection to view it or take the suggested action.
   - To crop the area of your search for more accurate results, adjust the frame corners.

You can also use Google Lens on captured photos and screenshots. In the Photos app, open the photo or screenshot, then tap > Google Lens.

To learn more, read Google's help.

Delete Google search history

To learn how, read Google's help.

Use search engine other than Google

To use a search engine other than Google:

1. Search for ‘search engine’ in Play Store and install one of the apps.
2. Open that app to search.
3. Optionally:
   - Delete the Google search widget from your Home screen. If you can't delete it, use a different launcher for your Home screen that doesn't include the widget.
   - Install a browser to replace Chrome and make it your default browser.
   - Turn off Google's collection of your information.

Search your phone

Find an app

1. Swipe up from the bottom of the Home screen.
2. Tap **Ask or search**.
3. Type the app's name.
4. If the app is on your phone, tap its icon to open it.

   If the app isn't on your phone, search Play Store and install it.

Find a setting

1. Go to **Settings**.
2. At the top of Settings, tap .
3. Type your search term and tap on the keyboard.
4. In the list of search results, tap a setting to open it.

Find your phone number

1. Go to **Settings**.
2. Tap **About phone** > **Device details** > **Phone number · SIM card** or **Phone number · eSIM**.

Find photos, videos, files

To find photos or videos on your phone, use the Photos app.

To find downloaded files, use the Files app.

Browse websites

Your phone connects to your carrier's mobile network or to a Wi-Fi network to access the Internet. To save data charges on your mobile plan, use a Wi-Fi connection.

Browse with Chrome

Visit and bookmark websites

1. Open the Chrome app.
2. Go to a site by tapping the bar at the top and typing the address.
3. On a web page:
   - To bookmark it, tap > ☆.

     Or, tap > **Add to Home screen** to put a shortcut on your Home screen.
   - To search for text on that page, tap > **Find in page**.
   - To open a link, tap it.
   - To see options for opening a link in a new tab and copying or sharing a link, touch and hold the link.
   - To print the page, tap > **Share** > **Print**. If you don't see your printer listed, set up your print service.
4. To return to the previous page tap ◀.

To learn more about browsing or managing bookmarks, read Google's help page.

Open and switch tabs

In the Chrome app:

- To switch tabs, tap 3.
- To open a new tab, tap 3, then tap +.

Clear browsing history

1. Open the Chrome app.
2. Tap > **History**.
3. Tap **CLEAR BROWSING DATA**.

   To learn more, read Google's help.

You can also review and delete your search history.

Change default browser

You can download other browsers from Play Store. After you've installed one, you can make it your default browser.

1. Go to **Settings** > **Apps**.
2. Tap **Default apps** > **Browser app**.
3. Tap the app to use.

About text and multimedia messages

Text messages - SMS

SMS (Short Message Service) messages are text only. You can send a message up to 160 characters long. If you type more than that, your message will be sent in a series of SMS messages.

You can send one SMS to multiple people and the replies will come in separate threads (unless you and your recipients have group messaging enabled).

SMS messages are included in most carriers' text messaging plans and can't use mobile data.

Multimedia messages - MMS

MMS (Multimedia Messaging Service) messages can include unlimited text and a photo, picture slideshow, video or sound file.

You can send one MMS message to multiple people at once using group messaging, and replies will be delivered in group conversation threads to each person in the group.

MMS messages use mobile data, so you need a mobile data plan or pay-per-use payment to send them.

Group messaging

With group messaging, you can have a conversation with multiple people at once. All replies from recipients are delivered to all recipients, in a group conversation thread.

Even though you send one message to multiple people, you'll be charged for each message received. Group messaging:

- Converts multiple-recipient SMS messages to MMS for everyone who can receive them
- Is available for MMS messages only

Note: Recipients who can't get MMS messages will receive an SMS instead. If there's media attached, they'll get a link to download it over Wi-Fi (if offered by their carrier). Replies are to the sender only, in an individual conversation.

If you don't want to receive replies in group chats, you can turn off group messaging in the Messages app.

Read, send messages

Work with messages

With the Messages app, you can send and receive text messages.

Read and reply to a message

When you receive a text message with the Messages app, you'll see in the status bar.

1. Swipe the status bar down and tap .
2. To respond, type in the text box and tap .
3. Optionally:
   - To open an attached photo or file, tap it.
   - To save an attachment, touch & hold it, then tap > **Save**.
   - if the message is important, star it so you can find it later.
   - If the message is from an unassigned number, create a contact to associate a name with that number.

Tips for incoming messages:

- You can control message notifications, changing the sound or turning them on/off.
- If you don't want multi-recipient SMS messages converted to MMS and want replies sent in separate conversations (threads) to you only, turn off group messaging.
- To protect your privacy, you can hide sensitive content for lock screen notifications.

Send a message

1. Open the Messages app.
2. Tap .
3. Enter recipients, then type the message.
4. Optionally:
   - To add an attachment, tap or .
   - To add a smiley or other icons, tap on the onscreen keyboard.
   - If you're using two SIMs and want to switch to the other to send the text, tap and select the SIM.
5. Tap .

Tips for sending messages:

- To text your best friend with one tap from your Home screen, add a task shortcut. Touch & hold and drag to your Home screen.

- To change the text message reply to incoming calls, open the Phone app and tap > **Settings** > **Quick responses**.

Manage drafts

When you begin composing a text message reply or a new message with recipients, it's saved in your message list as a draft until you send or delete it.

1. Open the message list and tap the conversation marked **Draft**.
2. Do one of the following:
   - Finish composing the message and tap .
   - Delete the characters in the text field to delete the draft.

Forward a message

1. Open the conversation in **Messages**.
2. Touch & hold the message.
3. Tap > **Forward**.

Copy text from a message

1. Open the conversation in **Messages**.
2. Touch & hold the message.
3. Tap .

You can now paste it elsewhere, like in a different text or in an email you're composing.

Work with attachments

Your text messages can include photos, voice messages and video as attachments.

Add attachment

1. In the Messages app , compose a reply or a new message.
2. Do one of the following:
   - Touch & hold to start recording a voice message. When you're done, lift your finger.
   - Tap to attach a photo or video, or capture a new one. Tap to expand the viewfinder to full screen, where you can switch to a selfie camera or capture a video.
   - Tap for other types of attachments (emoji, GIF, your location, contacts).
3. Tap .

If you're having trouble attaching files, check that:

- mobile data is turned on.
- Your data plan supports MMS (multimedia messages).

Save the attachment you received

In the message, touch and hold the attachment, then tap > **Save**. Or, tap the attachment to open it and look for save options.

If you don't save an attached photo or video, it is kept within the message only. So, if you delete the message, you also delete the attachment. (You can try to recover recently deleted messages.)

View saved attachments

For photos or videos, open the Photos app and tap **Collections**.

For other attachments, open the Files app.

Manage, delete messages

Keep track of important messages

To access your important messages and conversations in the Messages app :

pin up to 3 conversations to keep these groups of messages at the top when you open the app.

star messages you want to find later.

Pin/unpin conversations

To pin a conversation:

1. Open the Messages app .
2. in your conversation list, touch & hold the conversation
3. Tap .

To unpin a conversation, touch & hold it, then tap .

Star messages

1. open the conversation that has the message you want to star.
2. Touch & hold the message.
3. Tap .

To remove a star, on the message, tap .

Find starred messages

To find starred messages across all conversations, go to the top of your conversation list and tap > **Starred**.

To find starred messages within a specific conversation, open the conversation and tap > **Starred**.

Delete or archive texts

When you delete a message, you also delete any attached photos or videos. If you want the attachments, be sure to save them before deleting the message.

- To delete a single message, open the conversation (thread) and touch and hold the message, then touch .
- To delete or archive all messages in a conversation, touch and hold the conversation, then touch to delete or to archive.
- To delete or archive multiple conversations, touch & hold the first conversation, then touch the other conversations to select them, and touch or .
- To see archived messages, tap your profile icon > **Archived**.

Control notifications for text messages

Follow the instructions below to change all notifications from your messaging app. But, if you want to stop text message notifications only during certain hours or from specific people, use Do Not Disturb instead.

If you use the Messages app

1. open the Messages app.
2. Tap your profile icon and **Messages settings**.
3. If you have two SIMs, tap **General**.
4. Tap **Notifications** and:
   - Turn notifications on or off
   - Change the sound
   - Add or remove vibration

If you use a different messaging app

1. Touch & hold the app's icon.
2. Tap **App info** > **Notifications**.
3. Make changes.

Request text delivery reports

See whether recipients receive your messages by requesting delivery reports.

1. Open the **Messages** app.
2. Touch your profile icon > **Messages settings**
3. If you have one SIM, touch **Advanced**.

   If you have two SIMs, touch the SIM.
4. Turn on **Get SMS delivery reports**.

Turn group messaging on or off

Group messaging allows conversation participants to reply to all recipients in a single thread. If you do not want multi-recipient SMS messages converted to MMS and want replies sent in separate threads only to you, turn off group messaging.

This feature is not available in all countries.

To adjust the group messaging setting:

1. In the Messages app, tap your profile icon and **Messages settings**.
2. If you have one SIM, tap **Advanced**.

   If you have two SIMs, tap the SIM.
3. Tap **Group messaging** and select an option.

Change default messaging app

You can download additional messaging apps from Play Store. After you've installed one, you can make it your default messaging app.

To select a different app to send and receive text (SMS) and multimedia (MMS) messages:

1. Go to **Settings** > **Apps**.
2. Touch **Default apps** > **SMS app**.
3. Touch the app to use.

Change text message reply to incoming calls

When your phone rings, you can drag towards to see a list of quick responses you can send by text message instead of answering the call.

To edit these quick responses:

1. Touch .
2. Touch > **Settings**.
3. Touch **Quick responses**.
4. Touch one of the responses to edit it.

Get text messages on your computer

Set up Device Pairing

If you use the Messages app on your phone, you can see and send text messages on your computer.

Pair your computer and the Messages app on your phone by scanning a QR code:

- The QR code is unique to that computer.
- You can set up multiple computers, getting individual QR codes, but only one is active at a time.

To set up a computer:

1. Be sure your phone and computer are connected to the Internet.
2. On your phone, open the Messages app, then tap your profile icon > **Device Pairing**.
3. On your computer, go to https://messages.google.com/web.
4. Follow onscreen instructions to scan the QR code on the webpage with your phone.

   Once paired, you'll see your latest conversations in your computer's browser.

See and send messages

When you have unread messages, you'll see a red notification and number of unread messages in the browser tab on your computer.

To send messages from your computer, your phone must be on and connected to the Internet.

Usual carrier fees for sending text messages from your phone also apply to messages sent from your computer.

Sign out of Device Pairing

If you don't use Messages on a paired computer for 14 days, you're automatically signed out from that computer for security reasons.

If you're using a shared or public computer, sign out when you're done.

To sign out from your phone:

1. Open the Messages app.
2. Tap your profile icon > **Device Pairing**.
3. Do one of the following:
   - Tap ✕ next to an individual computer to sign out of it.
   - Tap **Unpair all devices**.

To sign out from the computer, at the top of the message list, select > **Unpair**.

Read, send, manage emails

Read email

If you've set up email, you'll start receiving emails after your account syncs with your phone. When you receive an email notification, you'll see in the status bar.

1. To open email from a notification, swipe the status bar down and touch the notification:
   - A single email notification opens the message directly.
   - A multiple email notification opens the email list; touch an email to open it.

   If you dismiss the notification and want to view the email later, open the **Gmail** app.
2. Do any of the following:
   - To view other folders, touch from your email list.
   - Attachments appear at the end of the email. You can view or save them.
   - you can print emails from your phone.

Reply to or forward an email

1. Touch to reply to the sender. Or swipe to the end of the email and touch to reply to all recipients or to forward.
2. Enter your message.
3. To copy someone on the email, in the To field, touch .
4. Touch .

Send new email

1. Open the **Gmail** app and touch **Compose**.

   Or, press and hold , then touch **Compose**. (If you send lots of emails, add a task shortcut. Drag **Compose** to your Home screen.)
2. Enter the recipient and your message.
3. To copy someone on the email, in the To field, touch .
4. Touch .

Add attachment to email

1. In the email you're composing, tap > **Attach file** to add a file stored on your phone or attach one saved on Drive.
2. Browse to the file and tap it to add it to the email. The attachment appears at the bottom of the email.

Find emails

When you open the Gmail app, you see your Inbox.

To view sent email, drafts, recently deleted email and other categories, touch ☰.

To search for emails, at the top of your email list, enter terms such as the topic or the sender's name.

Delete emails

To delete an open email, tap 🗑.

To delete an open draft of an email, tap ⋮ > **Discard**.

To delete multiple emails, go to your email list, touch & hold the first message, then touch the other messages to select them, and tap 🗑.

To delete large quantities of email, sign in to your email account on your computer, and see your email provider's help for more information.

Tips:

- To delete attachments that you saved from emails, use the Files app.
- You can also remove email accounts from your phone.

Learn more

For more help with Gmail, read Google's support information.

For help managing email from other providers, sign in to your email account on your computer and look for the provider's instructions.

View email attachments

View attachments

Attachments appear at the end of an email.

To view or play the attachment, tap it.

If you see a message for which you can't open the attachment type, most file types have a free viewer that you can use. In Play Store, search for the file type, then select and download an app.

Save attachments from email

In the email, tap on the attachment to download and save it on your phone or tap to save it in Drive.

To view attachments later, open the **Files** app (go to Download) or the **Drive** app.

Delete attachments saved from email

1. Open the **Files** app.
2. Tap **Downloads**.
3. Do one of the following:
   - to select one item, touch & hold it.
   - To select multiple items, touch and hold the first one, then tap the others.
4. Tap .

Prevent previews of attachments

Attached photos or videos appear as thumbnails, showing a preview.

To see a generic thumbnail instead of a preview thumbnail until you open the file:

1. Open the **Gmail** app.
2. Tap > **Settings**, then tap the account name.
3. Tap **Images** > **Ask before displaying external images**.

Preview inboxes from the Home screen

To preview your inboxes, open emails or quickly start a new email, add the Gmail widget to your Home screen.

With the widget, you can:

- **Open a message.** Touch the message.
- **Compose a message.** Touch .
- **View more messages.** Scroll down the list.
- **Open the app.** Touch the folder name at the top of the widget.

Add email signature

To add a signature automatically to the end of emails you send:

1. Open the **Gmail** app.
2. Touch ☰ > **Settings**.
3. Select the account.
4. Touch **Mobile Signature** and edit the text you want to appear at the end of every email.

Control email notifications

You can control whether you see notifications when you receive an email.

1. Touch & hold .
2. Touch > **Notifications**.
3. Adjust notification settings.

Tip: To automatically silence notifications during hours you specify, use Do Not Disturb.

About the calendar

Keep track of upcoming events and get automatic reminders on your phone with your calendar. Google calendars let you save all your events in one place, which is secure, synced and accessible from any web-enabled device or computer when you've signed in to your account.

You can:

- Review existing events.
- Create new events.
- Control notifications for events.

Your calendar can automatically create new events based on your incoming Gmail messages. For example, if you make restaurant reservations or book a flight, these events will show up automatically on your calendar; you don't have to add them.

If you created multiple calendars within your Google account, or if you have multiple Google accounts on your phone, you can control which events are synced with your phone.

Find calendar events

Open calendar events

You'll see in the status bar to alert you of upcoming events. Just swipe the status bar down and touch the notification to see the event details in your calendar.

To see your list of upcoming events, open the Calendar app .

Tip: For an overview of your upcoming events from your home screen, add a Calendar widget.

Find your way around the calendar

To glance at the month view:

1. Touch the month's name.
2. Touch a date to jump to it and see its events.

To change the view:

1. In your calendar, touch .
2. Touch **Schedule**, **Day**, **3 days**, **Week** or **Month**. This view remains the default until you change it.

From these views, you can:

- **Read or edit event details.** Touch the event to open it and touch to edit it.
- **Add new events.** Touch .
- **Search your calendar.** Touch .

Create and manage events

Create calendar events

As you're creating an event, you'll see suggestions for the event titles, locations, people and more. In some cases, these suggestions are personalised based on information associated with your Google account and your previously created events.

1. Open the Calendar app and tap + and **Event**.
2. If you have multiple accounts, tap the account for the calendar you want.
3. Enter the start time and other details.
4. If you want a reminder sent to your status bar, tap **Add notification** and select how long before the event you want a reminder.
5. Tap **Save**.

Edit or delete calendar events

1. Touch an event to open it.
2. Do any of the following:
   - To edit it, touch ✎.
   - To delete it, touch ⋮ > **Delete**.

Control which events are shown

To temporarily hide calendar events for a Google account that you don't need to see all the time:

1. Open the Calendar app and tap ☰.
2. Beneath the account name, tap **Events** to remove the tickbox. If you have multiple calendars for that account, ap the name of each calendar to hide its events.

> **Tip:** When you hide events, the calendar still syncs with your Google account. To prevent that account's calendar from automatically syncing, from the home screen go to **Settings** > **Passwords, passkeys & accounts**.

To exclude automatically-generated events created from Gmail (for events such as flight bookings and restaurant reservations):

1. Open the Calendar app.
2. Tap ☰ then tap **Settings** > **Events from Gmail**.
3. Under the name of the account, turn **Show events from Gmail** off.

To learn more, open Calendar and tap ☰ > **Help & Feedback**.

Control notifications for calendar events

1. Touch & hold the app icon.
2. Tap > **Notifications**.
3. Adjust notification settings.

If you have assigned a ringtone for the notification but you silence your phone, your phone won't play the ringtone.

Tip: To automatically silence notifications during hours you specify, use Do Not Disturb.

Set alarms

Set alarm by touch

1. Open quick settings by swiping down twice, then swipe right and tap .
2. Adjust alarms:
   - To create a new alarm, tap .
   - To use an existing alarm, switch it on.
   - To change an alarm's sound, schedule or label, tap .
3. To control general alarm settings, like alarm volume and snooze duration, tap > **Settings**.

Tip: Your phone must be powered on for the alarm to activate.

Set alarm by voice

1. If you've set up Voice Match, say 'Hey Google'. Or, tap on the Google Search widget.

2. When prompted to speak, say your command. For example: 'Set alarm for 7:45 p.m., label, switch the laundry' or 'Wake me up at 7 a.m. tomorrow.'

   Your phone sets the alarm and provides a confirmation.

When an alarm is set

You'll see in the status bar.

To adjust it, open quick settings by swiping down twice, then swipe right and tap .

Delete an alarm

1. Open the **Clock** app.
2. Tap
3. tap > .

Use timer or stopwatch

Use timers

You can set multiple countdown timers with labels to keep track:

1. In the Clock app, tap for the Timer tab.
2. Enter the time to count down.
3. Touch ▶.
4. Do any of the following:
   - To pause the countdown, tap ❚❚.
   - To add a label to the timer, tap the current name and change it (helpful when using multiple timers).
   - To add a minute to the countdown, tap **+ 1:00**.
   - To reset the counter to the original time, tap ↺.
   - To add a timer, tap +.
   - To delete a timer, tap ✕.
   - To change the timer's sound, tap ⋮ > **Settings** > **Timer sound**.
   - If you leave this app, quickly return to it by swiping the status bar down with one finger to see the timer notification and remaining time. To open the timer, tap the notification.

Tip: If you use timers frequently, add a task shortcut. Press and hold , then drag **Create new timer** to your Home screen.

Use a stopwatch

Record your time.

1. In the Clock app, tap for the Stopwatch tab.
2. Touch ▶.
3. Do any of the following:
   - To pause the stopwatch, tap ❚❚.
   - To record laps (or multiple durations) while the stopwatch is running, tap .
   - To reset the counter to zero, tap ↺.
   - If you leave this app, quickly return to it by swiping the status bar down with one finger and tapping a control. To open the stopwatch, tap the notification.

Tip: If you use stopwatches frequently, add a task shortcut. Press and hold , then drag **Start stopwatch** to your Home screen.

"Set date and time"

Change time format

1. Go to **Settings** > **System** > **Date & time**.
2. To change how times are displayed:
   - To use military time such as 13:00, turn **Use locale default** off and turn **Use 24-hour format** on .
   - To use the time format of your current location, turn **Use locale default** on .
   - To use 12-hour format, turn both **Use locale default** and **Use 24-hour format** off .

Set date and time automatically

1. Go to **Settings** > **System** > **Date & time**.
2. Turn **Set time automatically** and **Use location** on .

Your phone automatically syncs with the local time (using the mobile network). The local time is used for alarms and is displayed on the lock screen and other displays.

Set date and time manually

1. Go to **Settings** > **System** > **Date & time**.
2. Turn **Set time automatically** off .
3. To make corrections, tap **Date** and **Time**.

Switch time zones

1. Go to **Settings** > **System** > **Date & time**.
2. Turn **Use location** off .
3. Tap **Time zone**.
4. Choose a regional time zone (which is applied to the current time).

Show multiple time zones

You can view multiple time zones in the Clock app, so you can co-ordinate plans with friends and colleagues in other cities or stay in touch with family back home when you're travelling.

1. Open the **Clock** app and tap .
2. To add time zones, tap , then select cities in the time zone you want to view.

Show home time zone

When travelling, you can view your home time zone in the Clock app.

1. Open the **Clock** app and tap .
2. Tap > **Settings**.
3. Turn **Automatic home clock** on .

Share photos and videos

You can wirelessly share one, multiple or all items from any Photos view, sending them as email or message attachments, uploading to the cloud or using device-to-device connections such as Bluetooth.

In addition to sharing wirelessly, you can transfer photos to your computer with a USB connection.

To share wirelessly:

1. Open the Photos app.
2. Navigate to the thumbnail of the item that you want to share.
3. Select the item to share:
   - To select one item, touch & hold its thumbnail.
   - To select multiple items, touch & hold the first thumbnail, then tap the others to select them.

   Tip: To clear all selections, tap ✕ at the top of the screen next to the number selected.
4. Tap and select the way you want to share.

Upload photos and videos

Back up automatically

1. Open the Photos app.
2. Tap your profile icon.
3. Tap and **Turn on backup**.

   You can change back up settings any time.

Adjust back up settings

To adjust settings for your automatic backups:

1. Open the Photos app.
2. Tap your profile icon then tap **Photos settings** > **Backup**.
3. Adjust settings as needed:
   - To choose high quality or original size for uploads, touch **Backup quality**.
   - To back up items in your Download, Screenshots and third-party app folders, touch **Back up device folders**.
   - To back up items over your mobile network, touch **Mobile data usage**, then adjust options for photos, videos and roaming.

Back up manually

1. Open the Photos app.
2. Open the photo or video.
3. On the photo or video, tap. (Swipe up if you can't see .)

View your backed up photos and videos

From your phone, open the Photos app.

From your computer, sign in to photos.google.com.

Manage your storage

1. Open the Photos app.
2. Tap your profile icon > **Photos settings** > **Backup**.
3. Tap **Manage storage**.
4. View how many GB of storage you have used and approximately how much time your remaining storage will last. If you're running low, follow the onscreen instructions to get more storage.

5. To review and delete recommended photos:
    a. Under **Review and delete**, touch a category (such as large photos and videos, blurry photos or screenshots).
    b. Touch & hold an item to delete, then tap others to include.
    c. Tap .

More help

To learn more, read Google's help.

Add contacts

Add contacts automatically

When you add an account to your phone, the contacts for that account are available on your phone automatically.

Add contact with Contacts app

1. Open the Contacts app .
2. Tap .
3. If you're using more than one account, the account that will be synced with your new contact appears at the top. To change accounts, tap .
4. Tap a text box to type the name and details. Fill in as much or as little information as you'd like.

   Tips:

   - Tap to add a photo. Choose a photo you've saved or take a new photo and crop it.
   - You can assign a custom ringtone for calls from that contact.
   - If you have multiple accounts on your phone and want to change the default account for new contacts, in the Contacts app tap your profile icon > > **Default account for new contacts**.
5. Tap **Save**.

Add contact from text message

You can easily create a new contact or add a new number for an existing contact when you receive a text message from an unassigned number.

1. Open the Messages app .
2. In the message list, touch and hold the number, then tap > **Add contact**.
3. Select where you want to save the contact.
4. Do one of the following:
   - To add a new contact, fill out as much information as you like.
   - Or, add the number to an existing contact.
5. Tap or **Save**.

Other ways to add contacts

- Save a recent call as a contact.
- Have someone send you a name card.

Edit or delete contacts

Edit contacts

After creating a contact, you can change the name, photo and other contact information.

1. Open the Contacts app .
2. Tap the person's name.
3. Adjust settings as needed:
   - To assign a custom ringtone, swipe to move down, then tap **Contact ringtone**.
   - To edit contact info, tap , then tap a field to make changes, tap to change the photo or tap > **Discard** to undo changes.

Merge contacts

If you have two contacts for the same person, you can merge the information (including all emails and phone numbers) into a single listing.

Automatically merge contacts

1. Open the **Contacts** app .
2. Tap **Organize** > **Merge & fix**.
3. Tap **Merge duplicates**.

   If you don't see this option, contacts can't be automatically merged.
4. Select Options to merge one or all duplicates.

Delete contacts

You can delete contacts created and stored on your phone. If the contact is synced from a social network account, you need to delete the contact in that account. For example, a Facebook contact must be deleted from within your Facebook account. Or, hide Facebook contacts on your phone by filtering your contact list.

Delete one contact

1. Open the Contacts app .
2. Touch the person's name.
3. Touch > **Delete** and confirm the deletion.

Delete multiple contacts

1. Open the Contacts app .
2. In your contacts list, touch & hold the first contact.
3. Touch the other contacts to delete.

4. Touch .

Star your favourite contacts

Contacts you mark as favourites appear at the top of the list in the Contacts app and Phone app .

To add someone to your favourites:

1. Tap the contact icon (photo or other icon).
2. Tap ☆.

Sort contacts

Sort contacts in Contacts app

1. Open the Contacts app .
2. Tap your profile icon > .
3. Set options:
   - To sort by first or last name, tap **Sort by**.
   - To list names with first name first or last name first, tap **Name format**.

Sort contacts in Phone app

1. Open the Phone app .
2. Tap and tap **Settings** > **Display options**.
3. Set options:
   - To sort by first or last name, tap **Sort by**.
   - To list names with first name first or last name first, tap **Name format**.

Filter which contacts are shown

1. Open the Contacts app .
2. At the top of the screen, tap the current view, then select another:
   - **All contacts**, to view contacts from all your added accounts
   - One of your added accounts, to view only those contacts
   - **Device**, to view only contacts saved to your phone

Share contacts

Ways to share contacts

You can share one or all contacts by sending a name card file (.vcf).

You can also share a contact's information as a text message attachment.

Or, just touch your phones together and beam the contact information with NFC.

Share one or a few contacts

1. Open the Contacts app .
2. Touch & hold a name to select it, then tap others to select more.
3. Tap .
4. Select the way to share.

Receive a name card file

1. When someone sends you a name card file, you'll see a file transfer notification. Tap the notification and accept the file transfer.
2. Tap the name card file (.vcf) to open it and add the person to your contacts.

Answer calls

Answer incoming call

When you receive a phone call, the Incoming call screen shows the caller ID. If you miss a call, you'll see in the status bar.

To answer an incoming call:

- On the Incoming call screen, tap **Answer**.
- On the lock screen, swipe up to answer a voice call or swipe the caller's icon/picture up to answer a video call.

During a call, you can use the keypad to enter numbers or codes, use speakerphone or a paired Bluetooth device and add other people to the call. Learn more.

Tip: You can save a recent call as a contact.

Auto-answer on headset

Not all carriers support this feature.

You can set your phone to automatically answer calls after 2, 5, or 10 seconds when you're using a headset (wired or Bluetooth).

1. Touch .
2. Touch > **Settings**.
3. Do one of the following:
   - If your phone has one SIM, touch **Calls**.
   - If your phone has two SIMs, touch **Calling accounts** and select the SIM.
4. Touch **Auto-answer on headset** and select a duration.

Dismiss incoming call

If you don't want to talk to the caller, you can:

- **Divert the call to voicemail.** On the Incoming call screen, tap **Decline**. Or, on the lock screen, press the power button. You can also automatically divert all calls from a specified number to voicemail.
- **Respond with a text message.** On the lock screen, tap . You can customise these default messages.
- **Block all calls from that number.**

Control ringtones and notifications

You can:

- **Quickly silence the ringer.** Press Volume Down on the side of the phone.

- **Silence ringtones during hours you specify.** Use Do Not Disturb.
- **Choose a unique ringtone for specific people.** You'll know instantly who's calling.
- **Get notified of incoming calls when you're on a call.** Set up call waiting.
- **Set the number of rings before sending a call to voicemail.** Dial into voicemail, then follow your carrier's prompts to change this setting.

Fix an issue

If your phone isn't ringing for incoming calls, look for ⛔ in your status bar. Open quick settings and turn ⛔ Do Not Disturb off. Your phone will ring for incoming calls. Check your settings to make sure that your phone is screening calls at the appropriate times.

If you're having other issues, try these troubleshooting steps.

Make calls

Make a call

1. Open the Phone app .
2. Tap and enter a number.
3. If you enter a wrong number, tap .
4. Tap to call the number.
5. To hang up, tap .

Other ways to make calls

You can place calls from:

- The Phone app
- The Contacts app
- The Assistant app
- The Gemini app
- Other apps that show contact information. Wherever you see a phone number, you can usually touch it to dial.

Return a recent call

In the Phone app , tap > **All**, then tap next to the number.

Tip: You can save a recent call as a contact.

Dial a favourite contact

In the Phone app , tap to see your favourites at the top of the screen, then tap the contact.

In the Contacts app , at the top of the list under , tap the contact.

Dial by contact lookup

1. Open the Phone app or the Contacts app .
2. Tap **Search contacts** and start typing the name to select from matches. Then:
   - On the correct match, tap to call the number shown.
   - If the numbers aren't visible, tap the match to open contact information, then tap to call the number shown.

Tip: To call frequent numbers with one touch from your home screen, add a Contacts widget.

Dial by voice

Get your assistant's attention, then say ‘Call’ or ‘Dial’ and one of the following:

- Phone number
- Contact's name
- Name and town of local business

Change default calling app

You can download additional calling apps from Play Store. After you've installed one, you can make it your default calling app.

1. Go to **Settings** > **Apps**.
2. tap **Default apps** > **Phone app**.
3. Tap the app to use.

Fix an issue

If you can't make calls, try these troubleshooting steps.

During a call

Adjust sound during call

While listening, you can:

- **Adjust the volume.** Use the Volume button on the side of the phone.
- **Switch between earpiece, loudspeaker, or connected Bluetooth device.** Touch .
- **Use a paired Bluetooth device.** Touch to use or stop using the device.
- **Mute your microphone.** Touch . You can hear the caller but they can't hear you.

Enter a number

Touch on the call screen to use the numeric keypad.

Use other apps

When you put your phone up to your ear, the screen turns off to prevent you from accidentally touching it. To turn it back on, move it away from your ear or press the Power button.

To hide the call and use other apps, swipe up from the bottom of the screen.

To return to the call, swipe the status bar down and touch **Ongoing call**.

Answer call waiting

If call waiting is active and a new call comes in, you can answer it. Touch **Hold and answer as voice**. The first call is put on hold.

To switch between calls, tap .

To merge the calls, tap .

Record calls

Your phone doesn't come with an application for recording calls. Only certain phones and carriers, in countries or regions where call recording is supported, can record calls.

Recording a conversation without the consent of the other party is illegal in most countries. Know your country's laws before recording a call.

End the call

Tap on the call screen. Or:

- From the conversation bubble, tap **End call**.
- From the notification, tap **Hang up**.

Make video calls

Make video call with Meet app

Meet lets you video call anyone in your contact list who also uses Meet. Android users can get it from Play Store, and iPhone users can download it from the App Store. The video calls are secure and can't be seen by others.

To get started, open the Meet app and follow the on-screen instructions to set it up. For more information, tap > **Help & Feedback**.

Get an app to make video calls

There are many video calling apps to choose from on Play Store, such as WhatsApp, Skype and more.

1. Open the **Play Store** app.
2. Search for ‘video calls’.
3. Download the app you want to use.

Make conference calls

To make a conference call:

1. Call the first person.
2. To call the next person:
   a. Tap , then tap **Add call**.

      This puts the first call on hold.

   b. Enter the number.
   c. Tap .
3. To join the calls after the second person answers, tap .

Make calls over Wi-Fi

About Wi-Fi calling

Some carriers support Wi-Fi calling to make and receive calls and text messages from locations where your mobile signal is poor or not available. Contact your carrier to confirm that they support Wi-Fi calling for your phone.

Calls and texts that are made over a Wi-Fi network use your existing mobile rate plan, even when roaming:

- Calls and texts to numbers in your home country are charged the same as your regular mobile calls.
- Calls and texts to international numbers are charged at international rates.

When connected to a Wi-Fi network, your phone automatically switches between mobile and Wi-Fi networks for calls and texts based on the signal strengths.

Turn Wi-Fi calling on or off

If your carrier supports Wi-Fi calling, you need to turn it on.

1. Go to **Settings** > **Network & Internet** > **SIMs and mobile network**.
2. Tap the SIM name.
3. Tap **Wi-Fi Calling**.

   Depending on your carrier, the **Wi-Fi Calling** setting may be in your Phone app at > **Settings** > **Calling accounts** > your SIM > **Wi-Fi Calling**.

   If you don't see this option, your carrier doesn't support this feature.
4. Turn it on or off.

Make Wi-Fi call

1. Make sure that:
   - Wi-Fi Calling is on.
   - You're connected to a Wi-Fi network.
2. Make the call as usual.

Depending on your carrier, you'll see a Wi-Fi calling icon in the status bar, start and end call buttons or the active call status indicator when your call is over a Wi-Fi network.

If you're not connected to Wi-Fi, calls use your carrier's mobile network.

If Wi-Fi calling isn't working

If you're outside your carrier's network and want to use Wi-Fi calling instead of roaming on another carrier's network:

1. Go to **Settings** > **Network & Internet** > **SIMs and mobile network**.
2. If your phone has two SIMs, tap the SIM set up for Wi-Fi calling.

3. Tap **Wi-Fi Calling**.
4. Set your roaming or calling preference to Wi-Fi.

Other reasons why Wi-Fi calling may not work:

- If you're in aeroplane mode, a Wi-Fi call will drop when you lose your Wi-Fi connection.
- When travelling internationally, some carriers require turning on Wi-Fi Calling before leaving your home country.
- Some countries don't allow Wi-Fi calling and some carriers restrict Wi-Fi calling to and from certain countries. See your carrier for details.

Use caller ID

About caller ID

When you receive a call, caller ID shows the number on the incoming call or lock screens, unless the caller has hidden their information.

When you make a call, those you call will see your number if they use caller ID.

Depending on your services, caller ID may also:

- Show your name when you make a call
- Show incoming callers' personal or business names
- Read aloud the caller's name/number
- Identify potential spam – Google's Caller ID & spam lets you easily block them

Change your caller ID info

To change the information that people see about you when you call, contact your carrier.

Hear caller ID announcement

You can hear the caller's name and number read out loud:

- Every time you receive a call
- Only when you are wearing a headset
- Never

To set it up:

1. Open the Phone app .
2. Tap then tap **Settings** > **Caller ID announcement**.
3. Tap **Announce Caller ID**, then select when you want to hear it.

   To turn the announcement off, select **Never**.

Identify and block spam callers automatically

For numbers that aren't in your contacts, Google can provide information about the number, and warnings about potential spam callers.

1. Open the Phone app .
2. tap > **Settings** > **Caller ID & spam**.
3. Turn **See caller and spam ID** on .

4. To prevent ringing and notifications from suspected spam calls, turn **Filter spam calls** on .

   You won't receive notifications for these calls, but you'll see them in your call history and can check any voicemail you receive.

When Caller ID & spam is on:

- If you see ‘Suspected spam caller’ or ‘Spam’ for an incoming call, you can answer the call or block and report the number.
- Your phone may need to send information about your calls to Google.
- It doesn't control whether your number is shown when you make calls.

If you don't want Google to identify spam callers, tap > > **Settings** > **Caller ID & spam** and turn it off .

Turn call waiting on and off

When you're on a call and a new call comes in, the new call is sent to voicemail. If you want to be notified of new calls instead, turn on call waiting.

Note: Some carriers automatically control call waiting. If you do not see this option on your phone, contact your carrier for more information.

To turn call waiting on:

1. Open the Phone app .
2. Tap then tap **Settings**.
3. Do one of the following:
   - If your phone has one SIM, tap **Calls**.
   - If your phone has two SIMs, tap **Calling accounts** and select the SIM.
4. Tap **Additional settings**, then turn **Call waiting** on .

When call waiting is on, if you're on a call and a new call comes in, you can answer it. The first call is put on hold. Tap to merge the two calls.

To turn call waiting off, go to **Additional settings**, then turn **Call waiting** off .

Block calls and texts

If you don't want to receive calls or texts from a certain number, you can block it. When the number tries to contact you, your phone will automatically decline the call or text.

Block a number

Use either app to block both calls and texts from a number.

From the Phone app

1. Touch & hold a call from the number to block.
2. Tap **Block/report spam**.
3. If you don’t want to report the number as spam to Google, remove the checkmark.
4. Tap **Block**.

From the Messages app

1. Touch & hold the conversation thread from the number to block.
2. To block a number saved in your contacts, tap .

   To block other numbers, tap > **Block**.
3. If you don't want to report the call as spam to Google, remove the checkmark.
4. Tap **OK**.

Unblock a number

Use either app to unblock a number, so you can receive calls and texts from that number.

From the Phone app

1. Tap > **Settings** > **Blocked numbers**.
2. Tap by the number to unblock.

From the Messages app

1. Tap your profile icon > **Spam and blocked**.
2. Tap the blocked conversation.
3. Tap **Unblock**.

Block all numbers for a contact

If a contact has multiple numbers, you can block them all with the Contacts app .

Block a contact's numbers

1. Open the Contacts app .
2. Tap the contact's name.
3. Swipe to move down and tap **Block numbers**.
4. If you don't want to report the call as spam to Google, remove the checkmark.
5. Tap **Block**.

On the contact screen, you'll see next to the blocked numbers.

Unblock the numbers

1. Open the Contacts app .
2. Tap the contact's name.
3. Tap **Settings** > **Unblock**.

Block calls from unidentified callers

1. Open the Phone app .
2. Tap and then **Settings** > **Blocked numbers**.
3. Turn **Unknown** on .

Your phone will block calls from private or unidentified numbers. You'll still receive calls from phone numbers that are stored in your contacts.

Tip: You can also automatically identify potential spam callers and easily block them with Google Caller ID & spam. Learn how to set it up.

View and delete call history

See your call history

To see all recent calls:

1. Open the Phone app .
2. You'll see one or more of these icons next to each call:

Icon	Meaning
	Missed call (incoming)
	Call you have answered (incoming)
	Call you have made (outgoing)

3. To learn more about a call, tap it.

To see only your missed calls:

1. Open the Phone app .
2. Tap .
3. At the top of the screen, tap **Missed**.

Save recent call as contact

You can save a number to make it easy to find and call back later.

To save a number:

1. Open the Phone app .
2. Tap
3. Tap the number.
4. Tap **Add contact**.
5. Select whether to save it to an account or the phone.
6. Do one of the following:
   - To add to an existing contact, touch **Add to existing**.
   - To set up a new contact, add contact details.

7. Tap ✓ or **Save**.

Delete calls from history

Caution: There is no way to restore the history after you delete it.

To delete one call:

1. Open the Phone app .
2. Tap .
3. Touch & hold the caller's number.
4. Tap .

To delete all calls:

1. Open the Phone app .
2. tap > **Call history**.
3. tap > **Clear call history**.

Make emergency call from locked phone

In an emergency, you don't need to unlock your phone to dial an emergency number (for example, 911 in the US or 112 in Europe).

To dial an emergency number from a locked screen:

1. Swipe up on the lock screen.
2. Touch **Emergency call** to see the dialler.
3. Enter the emergency number for your region and touch .

When you make an emergency call, Emergency Location Service automatically sends your location to emergency responders.

Use voicemail

Listen to voice mail

If you've set up voice mail, you'll see in the status bar when a new voice mail message arrives.

1. Do one of the following:
   - Swipe the status bar down and touch .
   - Or, touch , then touch & hold 1.
2. When connected, follow your carrier's system prompts.

If you listen to a new message and disconnect from voicemail without saving or deleting it, you will still see in the status bar.

Manage your mailbox

Your carrier provides your voicemail system.

1. Do one of the following:
   - Swipe the status bar down and touch .
   - Or touch , then touch & hold .
2. When connected, follow the prompts to manage your messages and mailbox.

Contact your carrier for help with:

- Recovering or resetting your password/PIN for voicemail
- Replaying messages
- Saving, forwarding, or deleting messages
- Replying with or sending voice messages
- Changing number of rings before connecting call to voicemail
- Changing greeting or recorded name
- Changing notification options
- Changing mailbox language

Fix an issue

If remains in your status bar after you listen to your voice mails, try the following.

First, force stop the app:

1. Touch & hold .
2. Touch .

3. Touch **Force stop**.

   This restarts the app and should remove the notification.

If that doesn't help:

1. Call yourself from another phone and leave a short message.
2. Go into your voicemail and delete this message, but wait to hang up until the notification icon has disappeared from your status bar.

Listen to the radio

Listen to FM stations

Your phone automatically tunes to radio stations with the best signal. Listening to the radio doesn't use your mobile data.

1. Plug headphones (any brand) into your phone. They serve as a radio antenna and allow you to scan for stations. Even when you listen through your phone's speaker, Bluetooth wireless speakers or wireless headphones, you still need the wired headphones as your antenna.
2. Open the **FM Radio** app.
3. Do any of the following:
   - To view all stations and listen to any, use the tab.
   - To listen to your favourite stations, use the tab.
   - To seek stations throughout the radio dial, touch the tab, then touch or . Tune to specific frequencies by dragging the tuner to the appropriate number.
   - To change between headphones or loudspeaker, touch or .
   - If you're listening to the radio while using another app, use the mini player in notifications to seek stations or turn the radio off.
   - To turn the radio off, touch .

Tip: If you're having reception issues, try moving your phone as far from the headphones as possible to increase the size of the antenna. Or, try moving a short distance, towards a window if you are inside or away from buildings if you are outside.

Manage your favourites

Add a station to your favourites
On the or tabs, tap by the station.

Listen to your favourite stations
Use the tab.

Remove a favourite
On any tab, tap by the station.

Save and reload your favourites

If you change regions or manually rescan stations, your favourites will also be cleared, so make sure you save them first. Then reload your favourites after rescanning.

To save your favourites, on the tab, tap > **Save favourites**.

To reload your saved favourites, on the tab touch > **Load favourites**.

Record current station

1. On the tab, tap to start recording.
2. To stop recording, tap .
3. If desired, edit the recording's name.
4. Touch **DONE**.

To listen to a recording, tap > **Recordings** > .

To delete or rename a recording, beside it, tap .

To delete all recordings, at the top of the screen, tap > **Delete all**.

To change storage location for recordings, tap > **Settings** > **Storage location**.

Set sleep timer for radio

1. Tap > **Sleep timer**.
2. Select a duration of time to listen.
3. Tap .

   After the specified time, the radio automatically turns off.

Listen to music

Get music

Stream songs or download them to your phone so you can listen when you're on a plane or don't have an internet connection.

Your phone can play MP3, FLAC, M4A, AAC, AAC+, MIDI and WAV files.

To get music, do any of the following:

- Purchase it in a music app. Then stream it or download it using that app.
- Transfer it over USB or Bluetooth from your computer to your phone's Music folder.
- Upload it from your computer to the cloud and listen on any internet-connected device.

Stream songs with YT Music

Easily find your favourite albums, singles and live performances and get recommendations for new music.

The streaming service is free and contains ads.

The paid, premium service offers:

- Ad-free, uninterrupted music
- Continuous play when the screen is locked
- Downloads for listening offline

To get started:

1. Open the **YT Music** app.
2. Touch to search for music or use the tabs to browse:
    - **Home**: Get customised stations and recommendations based on your mood, activity or listening history.
    - **Explore**: browse the latest releases or choose a playlist for your mood.
    - **Library**: Add songs, albums and playlists to your library.
3. To learn more about features or subscription pricing, tap your profile icon > **Help & Feedback**.

You can listen through your phone's speaker or by pairing with a Bluetooth speaker.

Enhance your music with Dolby Atmos

Want to tweak your sound? Open the Dolby Atmos app to use a preset Music sound profile, which you can customise. Or set up your own sound profile. Learn more.

Use Volume buttons to switch tracks

When the screen is off, you can use the Volume buttons to switch tracks.

To set it up:

1. Go to **Settings** > **Sound & vibration**.

   Or open the **Moto** app and touch ☰ > **Play**.

2. Tap **Media controls** and turn it on ⬤.

To switch tracks when the screen is off:

- For the next track, press & hold the Volume up button.
- For the previous track, press & hold the Volume down button. If this restarts the current track, press Volume down again.

Transfer music files

About transferring music

You can move music files that you've bought and saved on your devices to other devices you own.

Music apps that share music files from cloud storage usually just share links to the files instead of transferring them between devices. To transfer music files, the music needs to be stored on the device.

Send files over Bluetooth

To send music files stored on your phone:

1. Pair your phone with the device receiving the music.
2. On your phone, open the **Files** app and tap **Audio**.
3. Touch & hold the file.
4. Tap and select **Bluetooth**.
5. Tap the name of the paired device.

   During file transfer, you'll see in the status bar. To check the status, see the notification.

Receive files over Bluetooth

1. Pair your phone with the device sending the music.
2. On the device sending the music, start the file transfer, following device's instructions.
3. When you receive the Bluetooth notification on your phone, swipe down and tap it, then tap **Accept**.

   During file transfer, you'll see in the status bar. To check the status, open the notification.

The files are saved in Music/Bluetooth, where music apps will find them. You're ready to listen!

Transfer music from your computer

To move your music from your computer to your phone, connect them with a USB cable and copy the files to your phone's Music folder.

Connect a MIDI device

To connect a MIDI device:

1. Make sure you have:
   - A USB cable that's capable of data transfer and isn't for charging only.
   - A USB OTG adapter cable, if needed.
2. Turn the phone and MIDI device on.
3. Connect them with the USB cable (and adapter if needed).
4. Unlock the phone.
5. Change the USB connection type to allow MIDI connection:
   a. Swipe down from the top of your Home screen and tap the **Charging this device via USB.** notification.
   b. Tap **MIDI**.

Moto AI

Moto AI experiences simplify your life, helping you capture, create and stay organised effortlessly. Seamlessly fitting into your daily routine, it learns from your habits, offering personalised assistance while keeping your data private and secure.

Use easy gestures to bring up the Moto AI Launchpad, a handy panel for launching core AI actions, screen-related suggestions or asking and searching anything.

To learn about Moto AI features and settings, open the Moto AI app, then tap > **Help**.

Connect to Wi-Fi networks

Turn on and connect

Open quick settings and tap to turn Wi-Fi on.

- If you've connected to Wi-Fi networks previously, your phone will automatically connect when in range.
- To search for nearby networks, press and hold , then tap a network to connect.

When you're connected, you'll see in the status bar.

Change, share, remove networks

After connecting to a Wi-Fi network, your phone saves its details to automatically connect to previously used networks. You can manually connect to a different nearby network, share a network or remove a saved network you no longer want to connect automatically.

Search for new networks

To scan for nearby available networks that you haven't connected to before:

1. Open Quick settings, then press and hold .
2. Turn **Wi-Fi** on .

   You'll see a list of available networks. If a network needs a password, you'll see .
3. Do one of the following:
   - If the network is open (no), tap its name to connect.
   - To type a password from the network owner, tap the network to connect to, then enter the password. For your home network, get the password from the label on the Wi-Fi router. For a public network, get the password from the business or organisation.
   - To connect using a QR code, swipe to **Add network**, then tap and scan the code.
   - If the network is hidden, you'll need to set it up before it'll show up in the list of available networks.

Change networks

To switch to a network you've used before:

1. Open Quick settings, then press and hold .
2. In the list of nearby networks:
   - To connect to a different network, tap its name.
   - To change settings for the currently connected network, tap > .
   - To change settings for a saved, disconnected network, touch & hold its name, then tap **Modify**.

Share a network

You can share connection information with a friend so they can connect to the same network.

1. Open Quick settings, then press and hold .
2. Tap the network you're connected to, then tap .
3. Show the person the code to scan or the Wi-Fi password to type.

Remove a network

If you don't want to automatically connect to a saved Wi-Fi network, you can forget that network.

1. Open Quick settings, then press and hold .
2. If the network appears in your list of nearby networks, tap its name, then tap **Forget**.
3. To review all of your saved networks, tap **Saved networks**. For each network you want to remove, tap its name, then tap **Forget**.

Turn Wi-Fi off

To save battery life, turn off Wi-Fi when you're not near a Wi-Fi network.

Open quick settings and tap to turn it off.

Advanced Wi-Fi settings

Disable Wi-Fi scanning

1. Go to **Settings** > **Location**.
2. Tap **Location services**.
3. Tap **Wi-Fi scanning** and turn it off

If you turn this off, apps that use your location won't work as well.

Connect to hidden networks

1. Open Quick settings, then press and hold .
2. Below the list of networks, tap **Add network**.
3. Enter the SSID (network name), security type, select **Show password** and enter the password.
4. Tap **Advanced options** and change **Hidden network** to **Yes**.
5. Tap **Save**.

   The hidden network is now visible in the list of available networks, and if you weren't connected to Wi-Fi previously, you're now connected.
6. If you were connected to Wi-Fi when you added the hidden network, in the list of available networks, tap the name of the saved network, then tap **Connect**.

Connect with Wi-Fi Direct

If you have a device that supports Wi-Fi Direct, such as a printer or TV, you can connect your phone without a wireless router or cable.

When you turn on your phone's Wi-Fi, Wi-Fi Direct is automatically enabled.

To connect to a Wi-Fi Direct device:

1. On the device you want to connect, set up Wi-Fi Direct. For instructions, see that product's user guide.
2. On your phone, go to **Settings** > **Network & Internet** > **Wi-Fi** > **Network preferences**.
3. Tap **Wi-Fi Direct**.

   You'll see a list of Wi-Fi Direct devices that are within range and compatible.
4. Tap the device's name to connect.

Use Aeroplane mode

Airplane mode turns off all wireless connections on your phone to prevent it from transmitting signals that could interfere with airplane communications.

Turn the feature on

Open quick settings and tap ✈ to turn airplane mode on. This disables all wireless connections (Wi-Fi, voice and data for calls and text messages, Bluetooth). If your airline permits it, you can then turn Wi-Fi and/or Bluetooth back on during the flight. Other wireless connections will remain off.

Turn it off

Open quick settings and tap ✈.

Control data usage

Turn mobile data off/on

Open quick settings and tap **Mobile data**.

When you turn off mobile data, you can still use data over Wi-Fi.

Mobile data must be ON if you want to:

- Receive or send multimedia messages
- Share your phone's hotspot with other devices

Set data warning and limit

Data plans often have limits and it's easy to exceed them. Setting up a usage warning can prevent surprises by alerting you when approaching your limit. You can even set a usage limit to turn off mobile data when it's reached, eliminating unexpected charges.

1. Go to **Settings** > **Network & Internet** > **Mobile data**.
2. If needed, tap the SIM name.
3. Tap **Data warning & limit**.
4. To set a warning, turn **Set data warning** on , then tap **Data warning** and enter the amount of data.
5. To set a usage limit, turn **Set data limit** on , then tap **Data limit** and enter the amount of data.

Restrict background data

Even when you're not actively using them, most apps use data in the background to sync information and deliver notifications.

To conserve data when you're running low, use Data Saver to turn off background data for all apps. You can also prevent specific apps from ever using background data, whether Data Saver is on or not.

Notifications stop: when you turn off background data for an app, you won't receive ANY notifications from the app until you open the app so it can sync.

Restrict for all apps when you're low on data

1. Go to **Settings** > **Network & Internet** > **Data Saver**.
2. Turn **Use Data Saver** on .

   You'll see in your status bar and all apps are prevented from using background data.
3. To allow certain apps to continue using background data, tap **Unrestricted mobile data**, then next to the app name, slide the switch on .

Restrict for specific apps indefinitely

1. Go to **Settings** > **Network & Internet** > **SIMs and mobile network**.
2. Tap the SIM name.

3. Tap the bar that shows your amount of data used (MB).
4. Tap an app, then turn **Background data** off .

Dual SIMs

If your phone has two SIMs, mobile data is active on only one SIM at a time. You can control which SIM is used.

Share your Internet connection

When you need an internet connection for another device, share your phone's:

- For wireless sharing with another Wi-Fi capable device, turn on your Wi-Fi hotspot, which is great for range and speed. This uses more power, so it's best when you can plug in.
- For wireless sharing with a device in close proximity (like a phone next to a computer), you can use Bluetooth tethering, offering you less interference in crowded Wi-Fi environments, more privacy and less power consumption than your Wi-Fi hotspot.
- To share over a physical connection, connect your phone to a device with a USB cable, providing a more stable, speedy and safe connection in some situations than sharing over wireless connections.

Your mobile plan must support data sharing. If you don't know, contact your carrier.

Use your hotspot

Step 1: Set it up

1. Check that:
   - Mobile data is on. (If mobile data is off, your phone doesn't have an Internet connection to share.)
   - Data Saver is off.
2. Go to **Settings** > **Network & Internet** > **Hotspot & tethering**.
3. Tap **Wi-Fi hotspot** and do any of the following:
   - Make it easier to find and connect to your hotspot. Tap **Hotspot name** and change it.
   - Prevent others from seeing your phone's network name. Check **Hide my device**.
   - See your current password or change it. Tap **Hotspot password**.
   - Improve hotspot signal. For less interference, tap **Speed & compatibility** and change the broadcast channel/band to 5 GHz. For a stronger signal, change it to 2 GHz.
   - Increase the hotspot connection speed. If you no longer need to assist others in finding your hotspot, turn **Extend compatibility** off.
   - Limit the number of devices that can connect, or restrict access to only devices you specify. Tap **Manage devices**.
   - Save battery life. Keep **Turn off hotspot automatically** enabled so that your hotspot turns off if no one is using it.

Step 2: Connect devices

1. Check that mobile data is on. If mobile data is off, your phone doesn't have an Internet connection to share.
2. Go to **Settings** > **Network & Internet** > **Hotspot & tethering**.
3. When your hotspot is active, you'll see in the status bar.

4. Set up the connection.

To connect	Do this
A phone	a. On your phone, next to the hotspot's name, tap and unlock if prompted. b. Use the other phone's camera to scan the QR code that provides the password.
Other device	a. Open the device's Wi-Fi settings. b. Select your phone's hotspot. c. Enter the hotspot password. Learn how to find the hotspot's password.

View or change password

1. Go to **Settings** > **Network & Internet** > **Hotspot & tethering**.
2. Tap **Wi-Fi hotspot**.
3. Tap **Hotspot password** to see the current password.
4. To change the password, type over the current password.

Note: Although you can turn off passwords for your hotspot, keeping a password prevents unauthorised usage of your mobile data.

Manage security

If you're getting a warning about weak security for your hotspot, set a strong hotspot password. Also, secure your hotspot by selecting a protocol:

1. Go to **Settings** > **Network & Internet** > **Hotspot & tethering** > **Wi-Fi hotspot**.
2. Tap **Security**.
3. Adjust settings:
   - WP3 is the most secure choice.
   - Choose WPA2/WPA3 for newer devices (made after July 2020). Older devices may not be able to connect to a WPA3 or WPA2/WPA3 mixed network.
   - Choose WPA2 (AES) for the widest compatibility with both current and older devices.
   - Don't use **None** for this setting.

Manage hotspot connections

View number of connections

To see the number of devices connected to your hotspot:

- In quick settings, look below .
- Or, go to **Settings** > **Network & Internet** > **Hotspot & tethering** and look under **Wi-Fi hotspot**.

By assigning a password for your hotspot, you ensure that people can't connect to your hotspot without your knowledge or permission.

Disconnect everyone

To disconnect all devices and prevent them from reconnecting:

1. Turn the hotspot off.
2. Change the password.
3. Turn the hotspot back on to continue using it.

Control who can connect

If you're experiencing performance issues, you can limit the number of connections allowed or temporarily disconnect devices.

1. Go to **Settings** > **Network & Internet** > **Hotspot & tethering**.
2. Tap **Wi-Fi hotspot** > **Manage devices**.
3. Do any of the following:
   - To limit the number of devices allowed, tap **Device limit**.
   - To temporarily disconnect devices until your next hotspot session, under Connected devices, tap the device's name > **Disconnect**. The device will remain unable to connect until you turn off and restart the hotspot.

To allow only specified devices to connect:

1. Get the MAC addresses of the devices you want to allow to connect. (Connect devices to the hotspot normally, then go to **Manage devices** and tap the name of each connected device to view its MAC address.)
2. Tap **Manage allowed devices** > **Add allowed device**.
3. For each device, enter the MAC address and device name.
4. Once you add allowed devices, they are saved unless you delete them, and you can turn this feature on and off by checking or unchecking **Allow all devices** any time.

To restrict access for a previously allowed device, tap the device name, then tap **Delete**.

USB tethering

To connect a device to the Internet using your phone's mobile data and a USB cable:

1. Check that mobile data is on. If mobile data is off, your phone doesn't have an internet connection to share.
2. Connect your phone to your computer with a USB cable.
3. On your phone, go to **Settings**.
4. Tap **Network & Internet** > **Hotspot & tethering**.
5. Turn on **USB tethering** to start the connection.

   You'll see in your notifications.

To stop the connection, tap the notification and turn off **USB tethering**, then disconnect your phone and computer.

Bluetooth tethering

To connect a device to the Internet using your phone's mobile data and a Bluetooth connection:

1. Check that mobile data is on. If mobile data is off, your phone doesn't have an internet connection to share.
2. Turn on Bluetooth on your phone and pair with the other device.
3. Set up the other device to get its network connection via Bluetooth.
4. On your phone, go to **Settings**.
5. Tap **Network & Internet** > **Hotspot & tethering**.
6. Turn on **Bluetooth tethering** to start the connection.

To stop the connection, turn off Bluetooth or press and hold in Quick settings and disconnect the device.

Connect to VPNs

A virtual private network (VPN) encrypts your internet traffic, making it harder for hackers, ISPs and third parties to see what you're doing online and intercept your sensitive data (emails, banking information, passwords). Connecting to one on your phone will:

- Protect your privacy
- Encrypt your internet connection when using public Wi-Fi
- Enable a secure connection to private networks (workplace or home) from anywhere

Add a VPN

Step 1: get VPN information

Contact your VPN provider (personal VPN) or your network administrator (work VPN) for information needed to set it up. You might need to install a VPN app and start the set-up process in that app.

Step 2: enter VPN information

1. Go to **Settings** > **Network & Internet**.
2. Tap **VPN**. If prompted, set a screen lock PIN or password.
3. Tap ➕.
4. Choose the type of VPN and enter settings from the network administrator.
5. Tap **Save**.

The network is stored in the VPN list so you can select it when you need to connect.

Use a VPN

If you set up multiple VPNs, you can only connect to one at a time.

Connect

1. If you haven't already, add the VPN.
2. Go to **Settings** > **Network & Internet** > **VPN**.
3. Tap the VPN to use.
4. Enter your username and password.
5. Tap **Connect**.

   If you use a VPN app, the app opens.

When connected, you'll see 🔑 in the status bar.

Stay connected all the time

1. Go to **Settings** > **Network & Internet** > **VPN**.
2. Next to the VPN you want to change, tap **Settings** ⚙.

3. Check **Always-on VPN**.

   Not all VPN apps support this option. If you can't see **Always-on VPN**, then your VPN app doesn't support it.

Disconnect or forget a VPN

1. Go to **Settings** > **Network & Internet** > **VPN**.
2. Next to the VPN you want to disconnect, tap **Settings** .
3. Adjust settings:
   - To disconnect, turn off that VPN.
   - To remove the VPN from your phone, tap **FORGET**.

Fix an issue

VPN is missing from Settings > Network & Internet

1. Install a VPN app from Play Store, then check if you see the option at **Settings** > **Network & Internet**.
2. In **Settings**, search for 'VPN'.
3. If still missing, it's likely a firmware issue or system-level restriction:
   - Check if a software update is available for your phone.
   - Contact your VPN provider or network administrator regarding permissions.

VPN disconnects

1. Go to **Settings** > **Apps** > **Special app access**.
2. Tap **Unrestricted mobile data** and turn it on for your VPN app.

Add a Private DNS service

Private DNS protects you when you browse the Internet and use apps on your phone. It:

- encrypts your data over a secure channel
- prevents you from being redirected to fraudulent websites that appear legitimate
- prevents you from receiving fraudulent communications from sources that appear legitimate (phishing)
- prevents others from stealing your information as it’s being sent or received (snooping)

Your phone is set to **Private DNS** > **Automatic** by default. So, as long as your mobile or Internet service providers offer encrypted DNS, you're protected. Check with your mobile and Internet providers.

Private DNS services

The only time you need to change this setting is if you have a free or paid DNS service to use, instead of relying on your mobile or Internet providers. To add the service to your phone:

1. Go to **Settings** > **Network & Internet** > **Private DNS**.
2. Select **Private DNS provider hostname**.
3. Touch **Enter hostname of DNS provider**.
4. Enter the URL for your DNS provider and touch **Save**.

If you no longer want to use the private DNS service:

1. Go to **Settings** > **Network & Internet** > **Private DNS**.
2. Select **Automatic**.

   We don't recommend turning Private DNS off.

Connect with Bluetooth

You can use Bluetooth to connect your phone to other devices without a cord. After you pair a Bluetooth device for the first time, your devices can connect automatically.

Turn Bluetooth on/off

Bluetooth drains your battery, so turn it off when not in use.

1. Open Quick settings.
2. Tap to switch it on/off.

Pair with and use devices

To connect with a new Bluetooth accessory or other device, you need to pair with it. You only need to do this once for each device.

Your devices stay paired until you unpair them.

Pair with a device

1. Set the device you want to pair (accessory, computer, other phone etc.) to Bluetooth discovery mode so that your phone can find it. See the device manufacturer's instructions.
2. On your phone, go to **Settings** > **Connected devices**.
3. Tap .

   As the phone searches for available devices, you'll see .
4. Tap the name of an available device to connect.
5. Do any of the following:
   - If a pairing code appears on your phone and Bluetooth device, make sure that the codes match. (If they don't, tap **Cancel**, verify the name of the device you want to pair with and try again.)
   - If your device shows a passkey (like 0000 or 1234), enter it on your phone. If you can't see a place to enter it, swipe down from the top of your screen and tap the Bluetooth notification.
   - If your device doesn't show a passkey and you must enter one for the device to pair, see the device manufacturers' instructions.
6. Tap **Pair** on your phone. Check the other device for a pairing prompt as well; if it has one, you'll need to confirm on both devices or pairing will fail.
7. Set sharing options if you'll want to share contacts, phone audio, media audio or Internet access.

Tip: If you use a screen lock, you can define a paired Bluetooth device as a trusted device, keeping your phone unlocked while connected to it. When you disconnect or move out of range, your phone will lock again. Go to **Settings** > **Security and privacy** > **More security and privacy** > **Extend Unlock** > **Trusted devices**.

Can't pair? Troubleshoot the issue.

Use paired device

Tip: Bluetooth connections can really drain your battery. Save power by turning off Bluetooth when you're not connected to a device.

After pairing with a device, you'll need to set sharing options and then you can use Bluetooth to:

- Make or receive calls with a headset
- Make or receive calls and play music over your car's audio system
- Transfer music
- Share photos
- Share contacts
- Share your phone's internet connection with your computer

Reconnect with a device

1. Open Quick settings and turn on.
2. Turn on the Bluetooth device.

Configure, rename or remove

Set sharing options for paired device

1. Go to **Settings** > **Connected devices**.
2. Tap by the device's name.
3. Turn sharing options on or off.
4. On the paired device, or in the device's app, look for Bluetooth settings to review and adjust. For more information, see the paired device manufacturer's instructions.

Change phone's name

You'll see your phone's name on other Bluetooth devices when you're pairing with them. You can change the name.

1. Go to **Settings** > **Connected devices**.
2. Tap > **Device name**.

Remove (unpair) a device

1. Go to **Settings** > **Connected devices**.
2. Under Saved devices, find the device to remove. Tap **See all** if needed.
3. Next to the device, tap .
4. Tap > **Forget device**.

Turn off Bluetooth scanning

When Bluetooth is off, your phone can still scan and automatically connect to a previously paired device. To prevent this, turn off Bluetooth scanning.

To turn off scanning:

1. Go to **Settings** > **Location**.
2. Tap **Location services**.
3. Turn **Bluetooth scanning** off .

If you turn this off, apps that use your location won't work as well.

Make contactless payments or scan NFC tags

*Only some versions of this phone, sold in certain countries, support this feature. To check if your phone supports NFC, go to **Settings** > **Connected devices** > **Connection preferences** > **NFC**. If you don't see the NFC setting, your phone doesn't have NFC.*

What is NFC (Near Field Communication)?

NFC is a short-range wireless technology that uses radio waves to let your phone communicate with another device when they're centimetres apart. NFC makes it easy to securely share with sources you trust, without having to type a lot of information or struggle with pairing.

Turn NFC on/off

Most users keep NFC on for easy payments. It uses little battery. Turn it off when not needed to avoid unwanted connections and reduce security risks.

Turn NFC on

1. Open Quick settings and tap .

   Or go to **Settings** > **Connected devices** > **Connection preferences**

2. Tap **NFC** and turn it on .

   If you don't see this option, your phone does not support NFC.

Show NFC icon in status bar

To know whether NFC is on by glancing at your status bar:

1. Go to **Settings** > **Connected devices**.
2. Turn **NFC icon** on .

When NFC is on, you'll see in your status bar.

Turn NFC off

Open quick settings and tap .

Make contactless payments

Use NFC to pay quickly and securely at payment terminals by touching your phone to an electronic reader.

Set up contactless payment

1. Make sure you have set up a payment app, like Wallet , on your phone. Install one from Play Store if needed.
2. Go to **Settings** > **Connected devices** > **Connection preferences**.
3. Tap **NFC** and make sure it's on.

4. Tap **Contactless payments** and adjust settings:
   - To change payment apps, tap **Default payment app** and select the app.
   - If you have multiple payment apps, tap **Use default payment app**, then choose when to use your default app (always or except when another payment app is open).

Note: This feature manages payment apps. It doesn't include money transfer apps.

Make a payment

1. Make sure NFC is on and that the terminal has this symbol:

2. Unlock your phone and tap its back to the terminal.

   Your payment app might require you to open the app and enter a PIN before touching your phone to the terminal.

Tip: In your payment app, such as Wallet, you can set a default card.

Turn off contactless payment

Open quick settings and tap to turn NFC off.

Tip: You can also open your payment app and turn off contactless payments. Not all payment apps support this option.

Scan NFC tags

Some businesses include NFC tags on terminals or displays, so you can tap your phone as proof of entry to get into events or onto public transportation. Organisations also use NFC tags to provide information, such as maps, product info and more.

1. Look for the NFC logo on displays, signs or terminals.

   This is different than the logo for contactless payments.

2. Hold the back of your phone within 2 cm of the logo until it scans the tag.

   If nothing happens, slide your phone slightly up, down or sideways on the tag and try again.

Fix an issue

After each troubleshooting step, check to see if the issue is fixed.

1. Toggle NFC off/on in **Settings** > **Connected devices**.

2. Check that you're tapping your phone at its NFC sensor area.
3. Check if a software update is available for your phone.
4. Turn your phone off and then on again.
5. Clear the NFC cache: **Settings** > **Apps** > **See all # apps** > **NFC service** (or **Google Play** Services) > **Storage & cache** > **Clear cache**.
6. If you are using a case, remove it and see if it was causing the issue.
7. Use safe mode to see if apps you installed are causing the issue.
8. Reset the phone's network connections.

Share files and links with nearby devices

Share content easily and securely. You can share things like photos or videos, contacts, documents and links. Send them to another device near you without using an internet connection.

You can share with Android 6+ devices and Chromebooks and with selected Windows devices through an app. Sharing with iPhones isn't supported. For more about supported devices and countries, see Google's help.

Send and receive content

Turn on sharing

1. Open quick settings and tap .

   Or, go to **Settings** > **Connected devices** > **Connection preferences** > **Quick Share**.
2. Tap **Who can share with you**.
3. If prompted, turn on Bluetooth and location.
4. Choose who can see your phone for sharing.

Share content

1. Open the content to share.
2. Tap or tap > **Share**, then select **Quick Share**.

   Your phone will look for nearby devices.
3. Hold your phone and the other phone close to each other.
4. When you see the other phone in your list of nearby devices, tap its name to send the item.

   The other person can accept or reject the transfer.

Receive content

1. When someone shares content with you, you'll get a notification.

   If needed, tap the notification to make your phone visible.
2. To get the content, tap **Accept**.

Switch off sharing

1. Open quick settings and tap .
2. Turn **Who can share with you** off .

Tip: You can change your phone's name to something less identifiable before sharing or receiving. Go to **Settings** > **Connected devices** > **Connection preferences** > **Quick Share** > **Device name** and edit the name.

Choose who can see you for sharing

To adjust who can share with you:

1. Open quick settings and tap .

   Or, go to **Settings** > **Connected devices** > **Connection preferences** > **Quick Share** > **Who can share with you**.

2. Choose who can see your phone for sharing:

   - **Your devices**: Your phone is visible to your other devices that are signed into the same Google account, even when the screen is off or locked.
   - **Contacts**: Your phone is visible to your nearby contacts when the screen is on and unlocked.
   - **Everyone**: Your phone is visible to anyone nearby when the screen is on and unlocked. To limit access to 10 minutes, mark the checkbox.

   If a contact isn't available, you'll need to add an email address associated with their Google account to their contact info.

Fix an issue

If you can't share content with someone, try these steps:

1. On both phones, check that Bluetooth is on.
2. On both phones, check that Location is on.
3. Bring the devices close together, within 30 cm of each other.
4. Turn airplane mode on and then off.
5. Turn your phone off and then on again.
6. Wait until no one else is sharing content with the other phone.

Transfer files between phone and computer (USB)

You can transfer music, photos, and other files between your phone's storage and computer (in either direction). Use a USB cable that's capable of data transfer and isn't for charging only.

Step 1: Connect phone to computer

1. With the phone and computer turned on, connect the phone and computer with a USB cable.
2. Unlock the phone.
3. Change the USB connection mode for the type of file you're transferring: **File transfer** or **PTP** for photos and videos.
4. If you're transferring videos, you can convert them to AVC (advanced video coding) so they're compatible with more media players. Although they'll play on more media players, the quality may be reduced. Turn **Convert videos to AVC** on or off.

Step 2: Transfer files

With a Windows computer

1. ensure the phone is properly connected to the computer using the steps above.

   If you don't unlock the phone and change the USB connection to allow file transfers, you won't see any files on your phone.
2. On your computer, open File Explorer, click the name of your phone and navigate to its internal storage.
3. If you selected **PTP** when you connected the phone, in File Explorer choose whether to import pictures and videos automatically or manually.
4. Open a second File Explorer window to see your computer folders.
5. Navigate to the folders or files to transfer, then drag and drop them to and from the open phone storage and computer folders.

With a Mac

1. Ensure the phone is properly connected to the computer using the steps above.

   If you don't unlock the phone and change the USB connection to allow file transfers, you won't see any files on your phone.
2. On your computer, download the Android File Transfer application from www.android.com/filetransfer and follow the onscreen instructions.

Where to find transferred files

Files are stored in these folders on your phone:

- **DCIM**: (Digital Camera Images) photos and videos taken with the Camera app
- **Pictures**: photos you edited and photos from apps other than Camera
- **Download**: files downloaded from the internet
- **Music**: files for apps that play music

- **Ringtones**: sound files for ringtones
- **Notifications**: sound files for notifications
- **Alarms**: sound files for alarms

Fix an issue

If you're having issues, try these troubleshooting steps.

Change USB preferences

Available USB modes

Smart Connect: Pair and connect with Smart Connect.

File transfer: Allow all types of files to transfer from your phone to another device.

USB tethering: Share your phone's mobile data connection with another device.

MIDI: Connect electronic musical instruments.

PTP: Allow only photos to transfer from your phone to another device.

No data transfer: Charge battery over USB.

Change USB mode

The default USB mode is **No data transfer**, which means your connection is charging the phone only. To allow your phone to communicate across USB for anything other than charging the phone, you need to change the USB connection mode.

From the pop-up

1. Connect your phone to another device using your USB cable.

   You'll see a pop-up that lets you choose the connection mode.

2. Tap the mode you want to use. If you can't see the mode, tap to open the full settings screen, then select it.

From notifications

1. With your phone connected to another device using your USB cable, swipe down from the top of the screen and look for the notification, which shows your current USB mode.
2. Tap if needed.
3. Tap the notification for more options.
4. Tap the mode you want to use.

From Settings

1. With your phone connected to another device using your USB cable, go to **Settings** > **Connected devices** > **USB**.
2. Under **Use USB for**, select a mode.

Keep in charging mode only

If you don't want to see a pop-up with choices of USB modes when you connect your phone to a device, you can turn the pop-up off. The mode defaults to **No data transfer**, for charging. And to change modes, you can use the notification or Settings app.

To turn off the pop-up:

1. With your phone connected to another device using your USB cable, go to **Settings** > **Connected devices** > **USB**.
2. Turn **Show pop-up to choose the desired mode** off .

Smart Connect

Connect your phone with a TV, Lenovo PC or tablet to share content and experiences easily between them.

To get started, tap **Smart Connect** in quick settings or open the Smart Connect app, then tap and **Help**.

Cast screen or media to TV

Mirror with Chromecast

To mirror your screen on a TV, showing all apps and screens you use on your phone, you must:

- Use a TV with Chromecast built-in.
- Or, plug a Chromecast into your TV's HDMI port. (Learn how.)

To start casting:

1. Make sure your phone and Chromecast or TV with Chromecast are connected to the same Wi-Fi network.
2. Go to **Settings** > **Connected devices** > **Connection preferences** > **Cast**.

   Or, from quick settings, tap .
3. Tap the name of the Chromecast or TV to connect.

To stop:

- On the casting notification, tap > **Disconnect**.
- Or, from quick settings, tap > **Disconnect**.

Cast an app

You can cast an app if you:

- Have a smart TV that supports mobile apps for viewing or playing media from your phone. See your TV user guide for instructions to connect your phone.
- Have Chromecast or a TV with Chromecast built-in.

Miracast is not supported.

To cast an app:

1. Make sure your phone and smart TV or Chromecast are connected to the same Wi-Fi network.
2. In a cast-compatible app (like YouTube), tap .

   If you don't see or don't see your TV listed in the casting options, try these troubleshooting steps.

While casting:

- You'll see in the status bar.
- You can still make and receive calls and use your phone's other features.

To stop casting:

- In the app that's casting, tap and tap the option to disconnect.
- From the notification, tap .

Cast personal media with Wi-Fi Direct

If your TV supports Wi-Fi Direct, set up a connection between your phone and TV so that you can view or play media from your phone.

For information about using Wi-Fi Direct after you've connected, see the user guide that came with your TV.

Fix an issue

After each step, see if your issue is fixed.

Check the basics

1. If you're using a VPN, disconnect from the VPN and try again.
2. Make sure your phone and Chromecast or smart TV are connected to the same Wi-Fi network.
3. Move your phone to within 15 feet of your Chromecast or smart TV.
4. If you're using Chromecast or a TV with Chromecast built-in, check for updates to the Home app.

Phone can't find smart TV

First, check the basics. Then:

1. on the TV, open the app and start a video. Then on your phone, open the app and try casting to the TV again.
2. Link the app on your phone to the app on the TV:
   a. on your phone, open the app, open its settings menu and look for options to watch on TV. (For example, **YouTube** > M > **Settings** > **Watch on TV** > **Link with TV code**.)
   b. Follow the app's onscreen instructions to complete setup.
3. Reboot your Wi-Fi router.
4. Check your TV for firmware and app updates. See the TV manufacturer's support website for information.
5. Check your TV manufacturer's support website to make sure the app is still supported on your TV model.

Check for app help

If you're having issues casting with one of these apps, check their help centre for troubleshooting information:

- Netflix
- Amazon Prime Video
- YouTube
- Google TV

Print from your phone

Set up printing

To connect your printer and phone:

1. Before you begin:
   - If your printer is connected to a Wi-Fi network, be sure the phone and your printer are connected to the same network.
   - If your printer supports Wi-Fi Direct, set up a direct connection between the phone and printer.
2. Go to **Settings** > **Connected devices** > **Connection preferences** > **Printing**.
3. Touch **Default print service** to automatically find your printer.

   Once your printer is found, it is ready to print.

If your printer isn't found in Default print service:

1. Touch **Add service**.
2. In Play Store, search for '[printer brand] print service' and install the app for the printer's service plugin.
3. Once installed, return to **Settings** > **Connected devices** > **Connection preferences** > **Printing** and touch the print service plugin name to automatically find your printer.
4. If your printer isn't found automatically, touch > **Add printer** > .
5. Enter the printer's name and IP address (found in your printer settings on connected computer).

Print

1. Open the item to print, such as:
   - a photo in Photos
   - an email
   - a document in Drive
   - A webpage in Chrome
2. Tap or > **Print**. (If you're using Chrome, > **Share** > **Print**.)
3. Select printer options if needed.
4. Tap .

About wireless sharing

What you can share

You can share your photos and videos, contacts, screenshots and downloaded files.

When sharing photos and videos

When deciding how to share your photos or videos, consider these factors:

- Resolution (high versus low) of the photo or video; high resolution uses more data
- Number of photos to share (one photo or a few or an entire holiday album)
- Whether you want to share on the Internet or from device-to-device
- Length of availability for sharing

Ways to share

Choosing how to share depends on the type and amount of content you're sharing, and how widely you want to share it.

Quick Share

Good for:

- Sharing securely with nearby devices
- Sharing a link, a contact, one or a few photos
- Fast, immediate sharing

Things to consider:

- The other device must be within 1 foot (30 cm).
- Can't be used to share with iPhones.
- No Wi-Fi or mobile data connection required.

Learn more.

Bluetooth

Good for:

- Sharing from phone-to-phone or other connected device
- Fast sharing

Things to consider:

- Your phone must be paired and connected with another device.

NFC

Good for:

- Quickly sharing with a nearby phone, tablet, or computer
- No need for pairing devices (Simply touch them back-to-back.)

Things to consider:

- Devices you share with must have NFC.
- Both your phone and the other device must be on and unlocked.

Learn how

Message (MMS)

Good for:

- Sharing one photo or a low-resolution video
- Sharing with a friend or group
- Sharing immediately, as an event is happening

Things to consider:

- You and your recipients must have mobile data plans to receive multimedia text messages.
- Sending high-resolution photos via text message uses more data.
- Photos and video remain available until the recipient deletes the message.
- High quality videos are too large and cannot be shared in text messages.

Learn how

Email address

Good for:

- Sharing one or a few photos
- Sharing with a friend or group

Things to consider:

- Some email providers limit attachment sizes. For large files, upload the file to a cloud storage and email the link instead of the file.
- Email attachments remain available for download until the recipient deletes the email.

Learn how

Cloud

Good for:

- Sharing high resolution photos, multiple photos, entire albums and videos
- Controlling sharing via links

- Controlling how long you share something (You can easily delete it or turn off sharing privileges.)

Things to consider:

- Many cloud services offer free storage with a basic account.
- Cloud storage services are fairly secure, but not completely free from security breaches, so upload wisely.
- Upload over Wi-Fi to prevent mobile data charges.

Learn how

Social app

Good for:

- Sharing publicly, with large groups of friends, followers and subscribers
- Sharing one photo at a time, or many photos, albums or videos
- Controlling how long you share something (You can easily delete it or turn off sharing.)

Things to consider:

- Understand social network privacy and sharing policies before you post.
- Review updates to social network privacy and sharing policies often.
- Requires a Wi-Fi or mobile data connection.

Smart Connect

Good for:

- Sharing files between phone and PC or tablet
- Sharing clipboard between phone and PC or tablet

Things to consider:

- Smart Connect can also share mobile data with your PC, access Android apps from your PC, use your phone as a webcam on PC and much more.
- Learn more at **Settings** > **Connected devices** > **Smart Connect**

Duplicate an app to use with another account

If you use multiple accounts for the same app, you can clone the app and sign in with a different account.

Not all apps allow cloning

To see which of your installed apps are available to clone, review the list at **Settings** > **Apps** > **Cloned apps**.

These types of apps typically don't allow cloning:

- **Banking apps:** many banking and financial apps implement security measures to prevent cloning due to the sensitivity of personal data.
- **Payment apps:** apps like PayPal, Venmo or Cash App often have restrictions on cloning for security reasons.
- **Enterprise apps:** some business applications have security protocols that prevent them from being cloned.
- **Game apps:** certain games, especially those with online features, may not function correctly when cloned due to account integrity checks.
- **Social media apps:** while many social media apps can be cloned, some (like Snapchat) have measures in place to detect and block cloned versions.

If you're unsure about a specific app, search its help content or community forums for information or known issues with cloning.

Clone an installed app

1. Go to **Settings** > **Apps** > **Cloned apps**.
2. Tap ➕ next to the app to clone.

   You'll see 📄 on the cloned version of the app on your home screen and in your app tray.
3. Tap the icon and set up the app with your other account.

Delete an app clone

You can delete an app clone and optionally save the data for later use.

1. Go to **Settings** > **Apps** > **Cloned apps**.
2. Tap 🗑 next to the clone to delete it.
3. If you want to keep the app data, mark the ☑ checkbox.
4. Tap **OK**.

Set or change default apps

If you have multiple apps that do the same thing, you can pick which app to use by default.

Pick when asked

Sometimes, your phone asks which app to use. For example, your phone might ask which app to use to open a PDF file.

To set a default when asked:

1. Tap the app to use.
2. Pick how often you want to use that app for this action: **Always** or **Just once**.

If you select Always, you won't be asked which app to use anymore. To have your phone ask you again, you can clear the default:

1. Go to **Settings** > **Apps**.
2. Tap **Default apps** > **Opening links**.
3. Tap the app you've selected as default.
4. Turn **Open supported links** on .

Pick any time

You can change some default apps (such as browser or messaging) at any time:

1. Go to **Settings** > **Apps**.
2. Touch **Default apps**.
3. Touch the default to change.
4. Touch the app to use.

Adjust special app access

In **Settings** > **Apps** > **Special app access**, you can adjust these settings:

- **Usage access**: control which apps have access to data about your app usage (which other apps you're using and how often, your carrier, language settings and other details).
- **Unrestricted mobile data**: Allow certain apps to use background data even when Data Saver is on. Learn more.

You can also control whether apps have access to features such as Picture-in-picture, Battery optimisation and Do Not Disturb. In general, you shouldn't need to adjust these.

Turn notifications on/off

Turn off app notifications

When you receive unwanted notifications from an app, touch and hold the notification, then tap **Turn off notifications**.

To review all apps and adjust whether they can send notifications:

1. Swipe down to view your notifications.
2. Do one of the following:
   - To stop all notifications from an app, turn it off.
   - To stop certain notifications from an app, tap the app name, then turn notifications on or off for each category.
   - To stop an app from showing notifications as a banner across the top of an unlocked screen, like those for incoming calls, tap the app name, (if needed, tap the notification type), then turn **Pop on screen** off for the category.

Tip: To prevent notifications from all apps during certain times or calendar events, use Do Not Disturb.

Turn on app notifications

If an app isn't sending notifications but you want it to:

1. Go to **Settings** > **Apps & notifications** > **Notifications**.
2. Tap **App notifications**.
3. At the top, tap and select **Turned off**.
4. Turn notifications on as needed.

Choose how notifications look and open

Control notification numbers or dots

App icons show numbers or dots (badges) to alert you about unread notifications. You can choose to use numbers or dots for the badges. You can also turn badges off for one app or all apps.

Choose between numbers or dots

1. Go to **Settings** > **Notifications**.
2. Tap **App icon badges** and select **Numbered** or **Dot**.

   That's the type of badge you'll see for notifications from all apps, unless you turned them off for an app.

Turn numbers/dots off for all apps

1. Go to **Settings** > **Notifications**.
2. Tap **App icon badges** and select **No badge**.

Turn numbers/dots off for one app

1. Touch & hold the app icon.
2. Tap ⓘ > **Notifications**.
3. Turn **Allow notification dot** off or on .

Turn bubbles off/on for messaging

Bubbles keep your conversations accessible by floating on top of other apps. Read and send messages from the bubble without opening the app.

Turn off/on for all apps

1. Go to **Settings** > **Notifications** > **Bubble**.
2. If you want to always see conversations in their full app, turn **Allow apps to show bubbles** off .

   To read and send messages from a bubble without opening the app, turn **Allow apps to show bubbles** on .

Turn off/on for specific app or conversation

1. Go to **Settings** > **Apps** > **See all # apps**.
2. Tap the app to change.

3. Tap **Notifications** > **Additional settings in the app** > **Bubble**.

   If you don't see Bubble, then the app doesn't support this feature.

4. Adjust settings to specify whether some or all conversations can bubble, or nothing should bubble (all conversations open in the full messaging app).

Turn on snoozing

If you want to be able to snooze your notifications, turn on snoozing:

1. Go to **Settings** > **Notifications**.
2. Turn **Allow notification snoozing** on .

Allow notifications to open apps in freeform

In addition to the sidebar, you can set apps to open in freeform mode from your notifications.

1. Go to **Settings** > **Gestures** > **Sidebar**.
2. Tap at the bottom of the screen, then tap (More settings) at top.
3. Turn **Open notifications in freeform** on ,

Control notification lights

You can set your phone to flash your camera light, your screen or both when you receive a notification (including calls) or an alarm sounds.

1. Go to **Settings** > **Notifications** > **Flash notifications**.
2. To flash the camera light, turn **Camera flash** on .

   You can't change the colour of the camera light.
3. To light up the screen, turn **Screen flash** on . If you want to change the colour:

   a. tap **Screen flash** and select a colour.

   b. Tap **Preview** to test your selection or **Done** to save.

Interaction with Do Not Disturb

If you turn on Do Not Disturb to temporarily silence notifications, the lights will stay dark as well. When you see in the status bar, Do Not Disturb is on and your lights won't flash.

Control notification sound

Change notification volume

To adjust the volume level of all notifications:

1. Press a volume button, and on the screen tap •••.
2. Adjust the **Notification volume** slider.

Quiet notification bursts

Sometimes, you get a sudden influx of notifications - when everyone on a thread likes a comment or when you turn off Aeroplane mode after a flight. Notification cooldown can help. When on, if you receive many notifications in quick succession from the same app, Notification cooldown lowers the volume and vibration, making them less intrusive.

Calls, alarms and priority conversations are not affected.

1. Go to **Settings** > **Notifications** > **Notification cooldown**.
2. Turn it on or off.

Change notification sound

You can modify the notification sound for all apps, or assign a distinctive sound to notifications from a specific app, replacing the default.

Set default notification sound

1. Go to **Settings** > **Sound & vibration** > **Default notification sound**.
2. Do one of the following:
   - To change it, choose a new sound.
   - To turn notification sounds off, select **None**.

Set a notification sound for a specific app

1. Touch & hold the app icon.
2. Tap ⓘ > **Notifications**.
3. Tap the category for enabled notifications, then tap **Sound** and select a unique ringtone, or set it to none.

If you can't hear a notification

If an app's notifications are silent but you want to hear them:

1. Touch & hold a notification.
2. Tap **Default**.

If you're only getting some notifications from an app, check if **Notification cooldown** is on.

Silence an app's notifications

Change to Silent

If you want an app's notifications to be less intrusive, you can categorise them:

- **Default**: You'll hear a sound and feel vibration (if on), get a message on your lock screen, and can see the app's icon in your status bar.
- **Silent**: you won't hear a sound or feel a vibration. The notification icon will still show in the status bar, unless you hide them.

Option 1: on a notification

1. Touch & hold a notification.
2. Tap **Silent**.

Option 2: in Settings

1. Go to **Settings** > **Notifications** > **App notifications**, and select the app.
2. Tap the type of notification to change.
3. Tap **Silent**.

Hide status bar icons for silent notifications

To hide the icons for silent notifications from **all** apps:

1. Go to **Settings** > **Notifications**.
2. Turn **Hide silent notifications in status bar** on .
3. Restart the phone to apply the new settings.

   You won't see the icon in the status bar for any silent notifications. When you swipe the status bar down, the icon appears in the pull-down along with the notification.

Tip: To hide status bar icons for a single app, open the app and look in its settings. Only some apps let you do this.

Manage notification privacy

Control which apps read your notifications

Some apps need to access notifications from other apps to work properly. For example, a smart driving companion app needs to access notifications from other apps in order to read them aloud when you're driving.

Make sure that apps with access to your notifications have legitimate reasons, because with this access they can:

- Read all notifications, including personal information like contact names and text messages
- Dismiss notifications
- Answer calls
- Turn **Do Not Disturb** on or off

Check which apps can read your notifications

1. Go to **Settings** > **Notifications** > **Notification read, reply and control**.
2. Under **Allowed**, review the list of apps.
3. Tap an app to see which notifications it can access:
   - Real-time communication from apps in use, including navigation and calls
   - Conversations, like text messages and chats
   - Notifications with sound and vibration
   - Silent notifications

Stop the app from reading notifications

1. Go to **Settings** > **Notifications** > **Notification read, reply and control**.
2. Under **Allowed**, tap the app name.
3. Choose one:
   - To stop it from reading certain types of notifications, unmark the tick boxes.
   - To stop it from reading any notifications, turn **Allow notification access** off, then tap **Turn off**.

If you restrict an app's access to notifications and then find that the app isn't working properly, you can restore access.

Allow the app to read notifications

1. Go to **Settings** > **Notifications** > **Notification read, reply and control**.
2. Under **Not allowed**, tap the app name.
3. Turn **Allow notification access** on and tap **Allow**.
4. Adjust ticks if you want to stop it from reading certain types of notifications.

Control lock screen notifications

If you've set a pattern, PIN or password, you can control which type of notifications show on your lock screen and prevent them from revealing private information.

To adjust notifications for all apps:

1. Go to **Settings** > **Notifications**.
2. To hide sensitive content on your lock screen, turn **Sensitive notifications** off.

   You'll get lock screen notifications for an incoming email or chat, but they won't include message details.

   For finer control, leave this on to allow details and instead hide sensitive content from specific apps.
3. To change which notifications are shown on your lock screen (show all, hide notifications from apps you silenced, or hide all), tap **Notifications on lock screen**.

To hide sensitive content from specific apps:

1. Set lock screen notifications for all apps to **Show conversations, default and silent**.
2. Touch and hold the app icon, then tap > **Notifications**.
3. Types of notifications the app sends appear here. For each enabled notification that you want to hide:
   a. Tap the name.
   b. Tap **Lock screen** > **Show sensitive content only when unlocked**.

Tip: When you turn on Lockdown, notifications won't show on your lock screen.

See previously viewed notifications

After you clear or snooze notifications, you can go to your notification history to view them again.

To set it up:

1. Go to **Settings** > **Notifications**.
2. Tap **Notification history**.
3. Turn **Use notification history** on .

To see the history, go to **Settings** > **Notifications** > **Notification history**.

Adjust volumes

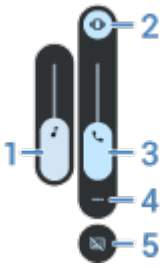
Use Volume buttons

In-call audio. When you're on a call, the Volume buttons control the volume of the other person.

Media. When you're not on a call, the Volume buttons control media volume during or before playback.

Captions for all speech. Tap to turn **Live caption** on or off. If you don't see this icon, you can add it.

Phone ringtone, notification sounds and alarms. To adjust these volumes, press a Volume button and then use this shortcut on your Home screen:



1. Slide to adjust media volume.
2. Tap to choose the level for the ringtone and notification sounds: on, silent and vibration only.
3. Slide to adjust call volume.
4. Tap to see all volume controls (call, ring/notification, alarm, media).
5. Tap to turn **Live caption** on or off when speech is detected.

Set app volumes and auto-mute apps

You can adjust the volume of each app.

Also, your phone can learn to automatically mute apps you usually mute. You can review and adjust the list of apps at any time.

Set it up

1. Go to **Settings** > **Sound & vibration**.
2. Tap **Multi-volume** and turn it on.

Adjust app volumes

Press a Volume button to control volume of the app currently on screen or use the sliders to adjust volumes of any apps with sound in use.

View and remove automatically muted apps

1. Go to **Settings** > **Sound & vibration** > **Multi-volume**.
2. Tap **Auto-mute** to see the list of muted apps.
3. To remove an app from the list, just unmute it in the app.

If you don't want your phone to learn your usage patterns and automatically mute apps, go to **Settings** > **Sound & vibration** > **Multi-volume** and turn **Auto-mute** off.

Silence with Power and Volume buttons

To silence a ringing phone, press either the **Power** button or the **Volume down** button.

Tip: Use Do Not Disturb to silence all calls, messages, events and reminders. Turn it on from quick settings or schedule it to turn on automatically during certain times or during calendar events.

Pick up to silence

You can simply pick up your phone to silence incoming calls and alarms and to turn vibration on.

To enable this gesture:

1. Go to **Settings** > **Sound & vibration**.

   Or, open the **Moto** app and tap > **Gestures**.
2. Tap **Pick up to silence** and turn it on.
3. If you want this gesture to silence calls but not alarms (or vice versa), tap **Settings** and turn the appropriate option off.

Set ringtones

Change default call ringtone

1. Go to **Settings** > **Sound & vibration**.
2. Do one of the following:
   - If your phone has one SIM card, tap **Phone ringtone**.
   - If your phone has two SIMs, tap the ringtone for the SIM you want to change.
3. Do one of the following:
   - Select a ringtone from the list.
   - To use a song as the ringtone, tap **Add ringtone** at the bottom of the list. Then tap ☰ > **Audio** and select the song stored on your phone.
   - For silence, tap **None** at the top of the list.

Set call ringtone for a contact

You can choose a unique ringtone for calls from specific people so you'll know instantly who's calling.

1. Open the Contacts app .
2. Tap the contact's name.
3. Swipe to move down and tap **Contact ringtone**.
4. Do one of the following:
   - Select a ringtone from the list.
   - To use a song as the ringtone, tap **Add ringtone** at the bottom of the list. Then tap ☰ to browse and select the song stored on your phone.
   - For silence, tap **None** at the top of the list.

Change notification sound

You can modify the notification sound for all apps, or assign a distinctive sound to notifications from a specific app, replacing the default.

Set default notification sound

1. Go to **Settings** > **Sound & vibration** > **Default notification sound**.
2. Do one of the following:
   - To change it, choose a new sound.
   - To turn notification sounds off, select **None**.

Set a notification sound for a specific app

1. Touch & hold the app icon.
2. Tap ⓘ > **Notifications**.
3. Tap the category for enabled notifications, then tap **Sound** and select a unique ringtone, or set it to none.

If you can't hear a notification

If an app's notifications are silent but you want to hear them:

1. Touch & hold a notification.
2. Tap **Default**.

If you're only getting some notifications from an app, check if **Notification cooldown** is on.

Change alarm sound/music

1. Open the Clock app.
2. On the tab, tap ⌄ by the alarm.
3. Tap and choose what to play:
   - To use a ringtone on your phone, select one.
   - To wake to a music app like Spotify, select the app and choose the music.

Get more ringtones

Although your phone comes with lots of ringtones, you can get more:

- Search for ‘ringtones’ in Play Store and install an app that provides ringtones.
- Search for ‘ringtone maker’ in Play Store and install an app that lets you create custom ringtones. Open the app and use it to select entire songs or portions of songs.
- If you have songs that are .mp3 files stored on your computer, connect your phone and computer with a USB cable, then copy the song to your phone.

Fix an issue

If you're not hearing your ringtones:

- Look for ⛔ in your status bar, which means you're in Do Not Disturb mode. Open Quick settings and turn ⊖ Do Not Disturb off.
- Check that your ringtone volume is set to .

Change vibration settings

Note: If you silence your phone, it will not vibrate, regardless of these vibration settings.

Turn all vibrations on/off

Turning vibration off is a good way to extend battery life when you need to.

To control overall phone vibrations (calls, notifications, keyboard interactions) with one on/off switch:

1. Go to **Settings** > **Sound & vibration** > **Vibration and haptics**.
2. turn **Use vibration and haptics** on or off.

Set call vibration

Prevent your phone from vibrating for calls

1. Go to **Settings** > **Sound & vibration**.
2. Tap **Vibration and haptics**.
3. Under Calls, slide **Ring vibration** to stop vibration.

Make your phone vibrate for calls

1. Go to **Settings** > **Sound & vibration**.
2. Tap **Vibration and haptics** and check that **Use vibration and haptics** is on.
3. Under Calls, select options:
   - For incoming calls, turn **Ring vibration** on.
   - Optionally, turn **Vibrate first, then ring gradually** on.
   - To have the vibration match the rhythm of your ringtone, turn **Synchronised ring vibration** on.

Set notification vibration

1. Go to **Settings** > **Sound & vibration**.
2. Tap **Vibration and haptics** and check that **Use vibration and haptics** is on.
3. Under **Notification vibration**, move the slider to the desired intensity.

Control alarm vibration

Turn vibration on/off for one alarm

1. In the Clock app, tap by the alarm.
2. Select or deselect **Vibrate**.

Turn vibration off for all alarms

1. Go to **Settings** > **Sound & vibration**.
2. Tap **Vibration and haptics** and check that **Use vibration and haptics** is on .
3. Under Notifications and alarms, move the **Alarm vibration** slider all the way to the left.

   This overrides the vibration setting for individual alarms.

If you don't feel a vibration and expect to

1. Go to **Settings** > **Sound & vibration**.
2. Tap **Vibration and haptics** and check that **Use vibration and haptics** is on .
3. Under Notifications and alarms, move the **Alarm vibration** slider to the desired intensity.

Enhance sound

About Dolby Atmos

Dolby Atmos delivers a premium listening experience through your phone's loudspeaker and connected devices.

Smart audio automatically chooses the best settings for the media you're listening to. When you connect headphones or external speakers, you can set and customise sound profiles.

Select sound profiles

You can select a preset sound profile for your loudspeaker, headphones or other connected device and your phone will remember the next time you connect it.

1. Open Quick settings, then press and hold .

   Or, open the Dolby Atmos app .

2. Tap **Settings**.
3. Choose how to adjust sound:
   - For a 3D audio environment that simulates sounds coming from multiple directions to give you a sense of height, depth and movement, select **Spatial audio**.
   - To automatically adjust based on the media playing, select **Smart audio**.
   - To use a preset sound profile, select **Music**, **Film** or **Game**.
   - To use a custom sound profile where you can adjust a graphic equaliser, select **Custom**.
4. To customise a selected sound profile, next to the profile name tap , then:
   - Choose an equaliser preset to enhance treble, bass or vocals.
   - To get a surround sound experience from any set of headphones or stereo speakers, turn **Surround virtualiser** on.
   - To keep the same volume level when you switch between audio sources, turn **Volume leveller** on.
   - To learn more about these settings, tap > **Help**.
   - To revert a profile to its original settings, tap > **Reset**.
   - To revert to all original settings, on the main Dolby Atmos screen, tap **Settings** > > **Reset settings**.

Turn Dolby Atmos off

To turn Dolby Atmos off for your loudspeaker, headphones or another connected device:

- Open quick settings and tap .
- Or, go to **Settings** > **Sound & vibration** > **Dolby Atmos** and turn **Use Audio effects** off .

Stop phone from speaking

Silence replies to voice commands

Some voice commands (such as ‘What's up?’ and ‘What is the current weather?’) cause Google Assistant to speak in response.

To quickly silence a voice command response, tap .

To have your phone show responses to Voice Commands on screen and not speak them:

1. Open the **Google** app.
2. Tap your profile icon > **Settings**.
3. Tap **Voice** and turn off spoken results.

Turn off screen reader

If your phone describes everything that you touch on screen, speaking your notifications and reading messages aloud, you might have turned on a screen reader. This accessibility feature helps people with visual impairments.

To turn it off:

1. Press and hold both Volume Up and Down buttons for three seconds. If TalkBack was reading the screen, this pauses readout so that you can update settings more easily.
2. Go to **Settings** > **Accessibility**.
3. Turn off all screen readers, such as TalkBack or Select to Speak.

Turn off charging sounds

If you don't want your phone to make a sound when it comes in contact with a charger:

1. Go to **Settings** > **Sound & vibration**.
2. Turn off **Charging sounds and vibration**.

Turn touch sounds on/off

1. Go to **Settings** > **Sound & vibration**.
2. Do any of the following:
   - to hear a tone when you dial a number, turn on **Dial pad tones**.
   - to hear a click when you lock or unlock the screen, turn on **Screen locking sound**.
   - to hear a click when you touch something on the screen, turn on **Tap and click sounds**.

If you don't want any of these sounds, just turn them off .

Hear other notification sounds

You can assign a ringtone for notifications from specific apps.

You can also control sounds that notify you of other events:

1. Go to **Settings** > **Sound & vibration**.
2. To hear a confirmation tone and feel a vibration when you successfully connect your phone to a charger, turn **Charging sounds and vibration** on .
3. To feel a vibration when you make a call and the other party answers, tap **Vibration and haptics** and turn **Vibrate for answered calls** on .

If you don't want any of these sounds, just turn them off .

Limit interruptions with Modes

Use Modes, including Do Not Disturb, to silence your phone and manage who or what can interrupt you.

Do Not Disturb

Use it anytime you want fewer distractions. You can customise who, if anyone, is allowed to reach you with calls or messages. You can also allow certain apps or repeated calls to break through.

Driving

Stay focused while on the road. This mode can turn on automatically when your phone connects to your car's Bluetooth, detects motion or based on a schedule. You can customise who can reach you.

Bedtime

Wind down for the night with minimal interruptions. Set up a schedule so that only alarms and selected important calls come through. This mode can also dim your display and switch to greyscale to help you disconnect for the night.

You can also create custom modes to fit any situation where you want to choose a different set of people or apps who can interrupt you.

Quickly turn modes on or off

1. Open Quick settings and tap **Modes**.
2. Tap the mode to turn on or off.

   You'll see the mode's icon in the status bar when it is on.

You can also start Do Not Disturb mode by flipping your phone and placing it face down on a surface. If this doesn't work, make sure the gesture is enabled.

Set up your modes

After you've set up the modes that fit your needs, you can easily turn them on/off in quick settings.

Do Not Disturb mode

To manage who or what can interrupt you in this mode, check your Notification filters for Do Not Disturb mode.

You can choose how long you want Do Not Disturb to stay on, after you start it from quick settings:

1. Go to **Settings** > **Modes** > **Do Not Disturb**.
2. Tap **Duration for quick settings**.
3. Choose how long you want it to stay on:
   - Until you turn it off
   - A certain amount of time (for 15 minutes or for 3 hours)
   - Ask every time

Bedtime mode

1. Go to **Settings** > **Modes** > **Bedtime**.
2. To adjust when the mode starts automatically, tap **Bedtime routine** and set a schedule for your sleeping/waking hours. Then tap ←.
3. To adjust whether your screen changes to greyscale and/or dark theme, tap **Display settings**.
4. Review Notification filters to manage who or what can interrupt you in this mode.

Driving mode

1. Go to **Settings** > **Modes** > **Driving**.
2. To automatically switch to Driving mode when you're paired over Bluetooth with a car or when your phone is moving, turn **While driving** on.
3. Review Notification filters to manage who or what can interrupt you in this mode.

Create custom mode

1. Go to **Settings** > **Modes** > **Create your own mode**.
2. Name it and select an icon, which you'll see in the status bar when the mode is on.
3. If you want to automatically start the mode, tap **Set a schedule** and choose a regular day and time or sync with your calendar events.

   Once you've chosen a type of schedule (day/time vs calendar), you can't change the method for automatically turning on the mode. If you want to switch this, create a new mode.
4. To adjust whether your screen changes to greyscale and/or dark theme, tap **Display settings**.
5. Review Notification filters to manage who or what can interrupt you in this mode.

To delete a custom mode, go to **Settings** > **Modes** and tap the mode's name. Then tap **Menu** > **Delete**.

Change your interruption settings

For each mode, you can set what to block or who can interrupt you. For example, you can block all calls and messages in Bedtime mode, but allow your contacts to call you in Driving mode.

1. Go to **Settings** > **Modes**.
2. Select the mode you want to update.
3. Under Notification filters, choose what and who to allow:
   - **People**: choose who can interrupt you with calls, with messages or conversations. You can allow interruptions from starred contacts, any of your contacts, all callers or none. To let a call through if the same person calls twice in 15 minutes, turn **Allow repeat callers** on.
   - **Apps**: choose which apps can send you notifications.
   - **Alarms and other interruptions**: choose whether to block or allow alarms, media, touch sounds, reminders or calendar events.

Adjust screen brightness

To set your screen's brightness, open quick settings and slide .

Your phone automatically adjusts your screen to the light around you, with Adaptive brightness. When the feature is on, you can still fine tune the brightness in quick settings. To turn this feature off:

1. Go to **Settings** > **Display**.
2. Turn **Adaptive brightness** off.

Use Dark theme

Give your eyes and battery a break by changing to a dark background:

When Dark theme is on:

- The dark background applies to your settings and apps.
- Colours don't change in media, such as videos.
- Not all apps support Dark theme. To change those apps to a dark background, in order to reduce eye strain while reading, use colour inversion.

When it's off, if you run low on battery, Battery Saver switches temporarily to the dark background until the phone has charged.

Turn it on or off

1. Go to **Settings** > **Display**.
2. Turn **Dark theme** on or off.

Tip: To add Dark theme to quick settings, open quick settings, tap , then drag the tile where you want it.

Set a schedule

1. Go to **Settings** > **Display** > **Dark theme**.
2. Tap **Schedule**, then select one:
   - To start and stop at specified times, tap **Turns on at custom time** and enter times.
   - To use from dusk to dawn, tap **Turns on from sunset to sunrise**.

Choose colour mode

You can change the intensity of colour on your screen for a realistic or enhanced look.

1. Go to **Settings** > **Display**.
2. Tap **Colours**.
3. Choose one:
   - To see the most accurate colours, tap **Natural**.
   - For bright and vibrant colours, tap **Radiant**.
   - For saturated, vivid colours, tap **Vivid**.
4. To change the colour temperature:
   - Tap **Warm** or **Cool** for automatic adjustments.
   - Or, tap **Custom** and move the circle on the colour wheel to the desired position.

   When Night light is on, the colour temperature you set will be overridden and will resume when you turn Night light off.

Tips:

- If colours don't appear as you expect, troubleshoot the issue.
- If you're colour blind, use colour correction instead.

Change colour contrast for clarity

Increasing colour contrast can make text, buttons and icons stand out more clearly. You can also maximise text contrast by turning it black or white.

Or, if the contrast is straining your eyes, reduce it.

1. Go to **Settings** > **Display** > **Colour contrast**.
2. Choose the contrast that looks best to you (**Default**, **Medium**, **High**).
3. To make text stand out better against its background, turn **High contrast text** on . When it's on, a thin black line is added around white text or a thin white line is added around black text.

Change font and display size

You can make the text or other items on your screen smaller or larger for your comfort and convenience.

1. Go to **Settings** > **Display** > **Display size and text**.
2. Do any of the following:
   - to adjust only the size of text on the screen, drag **Font size** to the size you want.
   - to adjust the size of icons, along with their labels, drag **Display size** to the size you want.
   - to make the text darker and heavier, turn **Bold text** on .
   - to make text stand out better against its background, turn **High contrast text** on . When it's on, a thin black line is added around white text, or a thin white line is added around black text.
3. To preview how the changes affect your icons and text, swipe the **Preview** window.

If you need more help seeing the screen

Turn on accessibility features, like magnification to zoom in and out or a screen reader to hear audio descriptions of what you touch on the screen.

Adjust other font and display options

Touch & hold a blank space on your Home screen, then tap **Personalise**. Learn more.

Adjust refresh rate

The action you see on your screen is a series of frames strung together, like a film Refresh rate refers to how many times per second the display updates or ‘refreshes’ the image it shows. This is measured in hertz (Hz), which stands for cycles per second. A higher display refresh rate shows more frames per second, making the action smoother and more responsive. This uses more battery power.

You can adjust the display refresh rate, depending on your needs:

- For the smoothest, most responsive display, use **Hyper smooth**.
- To save battery life, use **Efficiency first**.

Note: When Battery Saver is on, the refresh rate is set to 60 Hz, regardless of this setting.

To raise or lower the refresh rate:

1. Go to **Settings** > **Display**.
2. Tap **Display refresh rate**.
3. Select the rate.

Show apps full screen

By default, apps avoid the banded area across the front camera, but you can set your apps to use full screen and stretch across the entire display.

You can turn it on or off for individual apps or all apps.

1. Go to **Settings** > **Display** > **Full screen**.
2. Adjust the settings:
   - To adjust an individual app, next to the app's name, turn it on or off.
   - To adjust all apps, tap > **Turn on for all apps** or **Turn off for all apps**.
3. If you don't see the change or it doesn't display correctly, do either to close and restart the app:
   - Open recent apps and swipe it from the list, then reopen the app.
   - Restart the phone, then reopen the app.

If you're using an app and want to toggle full screen on or off, you can do it from the recent apps list:

1. Drag up from the bottom of the Home screen, hold, then release.

   Or, tap if you're using 3-button navigation.
2. Tap the app's icon.
3. Tap **Full screen** to switch it on or off:
   - extends the app screen around the camera.
   - prevents the app from extending around the camera.

Stop automatic rotation

Prevent screen from rotating

Open Quick settings and turn Auto-rotate off.

In this mode, you can manually rotate the current app. Turn your phone in the direction you want, then touch in the corner.

Allow screen to rotate

To allow rotation for all apps, open Quick settings and turn Auto-rotate on.

You can also adjust this in **Settings** > **Display** > **Auto-rotate screen**.

Stop screen flicker in dark environments

If you're using your phone in dark environments and the screen flicker is irritating your eyes, use Flicker prevention.

To turn it on or off:

1. Go to **Settings** > **Display**.
2. Turn **Flicker prevention** on or off .

Adjust colours at night

If you selected a colour mode, it will resume outside of night hours.

Automatically change the screen to amber

Your phone can automatically filter out blue light and adjust screen colours to warmer tones at night, making it easier to view and read in dim light. You might even fall asleep more easily.

1. Go to **Settings** > **Display** > **Night light**.
2. Touch **Schedule**, then:
   - To start and stop at specified times, tap **Turns on at custom time** and enter times.
   - To filter from dusk to dawn, tap **Turns on from sunset to sunrise**.

To adjust filter intensity, open Quick settings, press and hold , then use the slider to change the intensity of the amber filter.

Turn it off

To temporarily switch back to regular colours from amber, open Quick settings and turn off Night light.

To stop automatically changing to amber, select **Settings** > **Display** > **Night light** > **Schedule** > **None**.

Automatically change screen to greyscale

To help you wind down at night, your phone can change to greyscale (black and white).

1. Go to **Settings** > **Digital Wellbeing & parental controls** > **Bedtime mode**.
2. Touch **Bedtime routine**, then set your schedule.
3. Touch **Customise** > **Screen options at bedtime**.
4. Turn **Greyscale** on .

Turn it off

To temporarily switch back to regular colours from grayscale, open Quick settings and touch .

To stop automatically changing to greyscale at night, go to **Settings** > **Digital Wellbeing & parental controls** > **Bedtime mode** > **Customise** > **Screen options at bedtime** and turn **Greyscale** off .

Change screen timeout

Change when your screen turns off

1. Go to **Settings** > **Display**.
2. Touch **Screen timeout** and select the time of inactivity before your phone sleeps.

> **Tip:** Set a shorter time to extend battery life.

Stay on until you look away

Use Attentive display to keep the screen on when you're looking at it and turn it off when you look away:

- Your screen won't dim or sleep when you're looking at it.
- Your screen will go to sleep quicker when it can't see you, saving battery.

In certain lighting conditions, your phone may have difficulty detecting when you've looked away.

To turn Attentive display on:

1. Go to **Settings** > **Display** > **Screen timeout**.

   Or, open the **Moto** app and tap ☰ > **Display**.
2. Tap **Attentive display** and turn it on.

If you don't want to use Attentive display, then turn it off ⬬.

Set screen recording options

To adjust settings before recording your screen:

1. Open recording options:
   - In quick settings, touch and hold .
   - Or go to **Settings** > **Display** > **Screen record**
2. Use the **Avatar size** option to resize the small frame that shows you when the camera is on during screen recording.
3. To show screen touches, turn **Record touch points** on .
4. Adjust the quality or file size as needed:
   - If you want the best-quality recording, use the highest resolution.
   - If you want to minimize the file size of your recordings, select a lower resolution and frame rate.
   - You can set a maximum length (**Recording time limit**) and maximum file size (**File size limit**). If you reach the limit, recording automatically stops and you'll hear a chime.

Find out how to adjust other settings, record your screen or find your recordings.

Change lock screen features

Use these options to control what content and features appear on your lock screen.

You can also control when your screen locks.

Change how notifications look and work

Turn off or limit notifications

1. Go to **Settings** > **Home and lock screen**.
2. Tap **Lock screen** > **Privacy**.
3. Select whether or not to show notifications.

   If you show notifications but hide sensitive content, then you'll receive notifications for incoming emails or chats, but they won't include message details.

To turn off notifications in sleep mode but see them in awake mode:

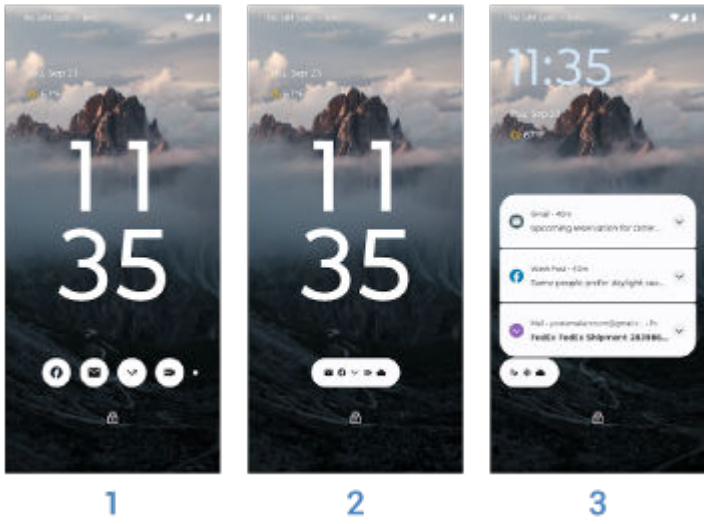
1. Go to **Settings** > **Home and lock screen** > **Lock screen**.
2. Tap **Sleep display**, then turn **Use Sleep display** off.

To have the screen stay black when notifications arrive:

1. Go to **Settings** > **Home and lock screen** > **Lock screen**.
2. Turn **Wake screen for notification** off.

Change notification style

These are your choices for displaying notifications on your lock screen:



1. **Bubble**: see notifications bundled by app. Tap a bubble to preview an app's notifications.
2. **Chip**: see which apps have notifications. Tap the chip to see all notifications.
3. **List**: see notifications as a list with details.

To change styles:

1. On the lock screen, touch & hold a blank space, then tap **Customise lock screen**.

   Or go to **Settings** > **Home and lock screen** > **Lock screen** > **Customise lock screen**.

2. Tap the image representing your current notification style.

3. Choose a new style.

Hide or show notification actions

If you don't want to see and use actions on notifications (like Reply, Archive):

1. Go to **Settings** > **Home and lock screen** > **Lock screen**.
2. Tap **Sleep display**.
3. Turn **Interact with notifications and music** off.

Choose whether unlocking is needed for replies

To prevent others from using your phone, when you use an action (like Reply) from a notification, you need to unlock the phone before replying.

To allow replies or other actions from notifications without unlocking:

1. Go to **Settings** > **Home and lock screen** > **Lock screen**.
2. Turn **Safe reply** off.

Set gestures for turning the screen on/off

When the screen is off (black), you can always press the power button to see the lock screen. You can also use these other gestures.

Tap or move phone to show interactive sleep display

Set your phone to wake the sleep display with a tap, nudge or by lifting it for a quick glance while it's lying on a flat surface.

1. Go to **Settings** > **Home and lock screen** > **Lock screen**.
2. Tap **Sleep display** and turn on gestures to wake the display.

Tap twice to go directly to the lock screen

When your screen is off (dark), you can skip sleep mode and go directly to awake mode on the lock screen by tapping the screen twice. To set this up:

1. Go to **Settings** > **Home and lock screen** > **Lock screen**.
2. Tap **Jump to lock screen** and turn **Use Jump to lock screen** on.

Tap twice to turn the screen off

To turn the screen off and lock the phone from any screen:

1. Go to **Settings** > **Home and lock screen** > **Lock screen**.
2. Tap **Put the display to sleep** and turn it on .

Add message to lock screen

To add your name or a short message to your lock screen for anyone who finds your phone:

1. Go to **Settings** > **Home and lock screen** > **Lock screen**.
2. Tap **Text on the lock screen**.
3. Type the text to display and tap **Save**.

Tip: Don't put your mobile number as contact info on your lock screen unless you can access your voicemail from another device.

Add features and apps to the lock screen

Add shortcuts to the bottom corners of your lock screen to access your favourite apps or features, like the torch or QR code scanner.

1. Go to **Settings** > **Home and lock screen** > **Lock screen**.
2. Tap **Customise lock screen** and unlock.
3. Tap a shortcut icon in the lower right or left corner, then tap the feature or app (scroll down for apps) to use.
4. Tap ✕ to save.

Change System navigation

You can choose how to move between apps and screens:

1. Go to **Settings** > **Gestures**.
2. Tap **System navigation**.
3. Choose an option:
   - **Gesture navigation**: use drag and swipe gestures to return to your Home screen, to switch apps or to go back to the previous screen. Learn more about gestures.
   - **3-button navigation**: use the Back ◀, Home ● and Recent ■ buttons. Learn more.

Set options for Gesture navigation

You can choose if the navigation bar appears at the bottom of the screen and how certain gestures work.

Show or hide navigation bar

If you don't want to see the navigation bar at the bottom of the screen, you can hide it. You can show it again at any time.

1. Go to **Settings** > **Gestures** > **System navigation**.
2. Next to Gesture navigation, tap ⚙.
3. Under Navigation bar, select whether to **Show** or **Hide** it.

Adjust sensitivity of back gesture

To adjust the sensitivity of the back navigation gesture:

1. go to **Settings** > **Gestures** > **System navigation**.
2. Next to Gesture navigation, tap ⚙.
3. under Back gesture sensitivity, move the sliders to adjust sensitivity for the left and right edges.

   If you have apps that include gestures along the edges of the screen, setting a higher sensitivity here might conflict with them.

Disable or enable swipe for Google Assistant

To start a voice command with Google Assistant, swipe from the bottom corner. If this gesture conflicts with another gesture you use, you can turn it off.

1. Go to **Settings** > **Gestures** > **System navigation**.
2. Next to Gesture navigation, tap ⚙.
3. Turn **Swipe for Assistant** off ⬬ or on ⬬.

Set options for 3-button navigation

You can swap the ◀ back and ■ recent buttons:

1. Go to **Settings** > **Gestures** > **System navigation**.
2. Next to 3-button navigation, tap ⚙.
3. Adjust settings to position the ◀ back button:

Location	Setting to use
On the right	Turn **Change button order** on
On the left	Turn **Change button order** off

Set up sidebar for easy multitasking

Use the sidebar to open favourite apps and features in small, freeform windows that you can move and resize. Or, open them in full screen.

Customise the sidebar

Change apps in the sidebar

1. On the sidebar, tap .

   Or, go to **Settings** > **Gestures** > **Sidebar** > .

2. Customise the menu:
   - To rearrange apps, touch and hold an app, then drag it.
   - To remove an app, tap or unmark its tick box.
   - To add an app, tap it or mark its checkbox.
   - Tap again to choose how apps open from the sidebar.

Show recent apps in sidebar

You can show your two most recently-used apps in the sidebar. If there aren't any recent apps, you'll see two recommended apps instead.

1. On the sidebar, tap .

   Or, go to **Settings** > **Gestures** > **Sidebar**.

2. Tap at the bottom of the screen, then tap (More settings) at the top.

3. Turn **Recent apps on sidebar** on .

Change how apps open

For easy multitasking, set apps to open in resizable freeform windows you can drag around the screen or set them to open in full screen.

1. On the sidebar, tap .

   Or, go to **Settings** > **Gestures** > **Sidebar** > .

2. Tap > **Open apps**.

3. Select whether to open them **In freeform** or **In full screen**.

When you're using apps:

- To see an app in a different mode (freeform or full screen), drag it from the sidebar to the centre of the screen.
- To see an app in split screen, drag it to the top or bottom of the screen.

Allow notifications to open apps in freeform

In addition to the sidebar, you can set apps to open in freeform mode from your notifications.

1. Go to **Settings** > **Gestures** > **Sidebar**.
2. Tap at the bottom of the screen, then tap (More settings) at top.
3. Turn **Open notifications in freeform** on ,

About the Gametime sidebar

If you use Gametime, it has its own sidebar menu that opens apps. You set up the apps for that menu separately.

Use one-handed mode

Want to use one thumb to navigate your phone? Turn on One-handed mode.

This mode is only available if you're using Gesture navigation.

Set it up

1. Go to **Settings** > **Gestures**.
2. Tap **One-handed mode** and turn it on .
3. Choose what should happen when you swipe down:
   - to move the top of the screen into reach of your thumb, select **Pull screen into reach**.
   - to see your notifications and quick settings, touch **Show notifications**.
4. to add , which you can touch instead of swiping down, turn **One-handed mode shortcut** on .

Use it

Move the top of the screen down where your thumb can reach

Swipe down near the bottom edge of the screen. Or tap if you turned on the shortcut.

To exit this view:

- swipe up from the bottom of the screen
- tap anywhere above the app
- Tap

See your notifications and Quick settings

To see notifications and Quick settings, swipe down from the bottom edge of the phone *once* or tap *once*.

To see all Quick settings, swipe down from the bottom edge of the phone *twice* or tap *twice*.

Turn it off or remove

If you want to remove but still be able to swipe down near the bottom edge of the screen, go to **Settings** > **Gestures** > **One-handed mode** and turn **One-handed mode shortcut** off.

To turn off the gesture and remove :

1. Go to **Settings** > **Gestures**.
2. Tap **One-handed mode** and turn it off.

Adjust screenshot settings

You can adjust settings for capturing screenshots at any time.

1. Go to **Settings** > **Gestures**.

   Or, open the **Moto** app and tap ☰ > **Gestures**.

2. Tap **Three-finger screenshot**.
3. Do any of the following:
   - Turn **Three-finger screenshot** on or off.
   - To prevent the three-finger gesture from working in certain apps, tap **Settings** > and select the apps.

Set the power button to open Camera, assistant and more

You can customise the Power button, controlling what happens when you press it twice and when you press and hold it.

Press and hold the power button

1. Go to **Settings** > **Gestures**.
2. tap **Power button** > **Press and hold**.
3. Choose what you want the gesture to do:
   - To start voice command with , select **Digital assistant**.
   - To use Update me, Take notes, Remember this and more, select **Moto AI**.
   - To see the Power menu for turning off or restarting the phone, or going into Lockdown mode or Emergency mode, select **Power menu**.
   - If you don't want anything to happen if you press and hold Power, select **No action**.

   If you select a choice other than **Power menu**, then to see the Power menu for turning off and restarting, you'll need to press the **Power** + **Volume up** buttons simultaneously.
4. To adjust how long you need to press and hold to start the selected action, move **Press and hold duration**.

Press the power button twice

1. Go to **Settings** > **Gestures**.
2. tap **Power button** > **Double-press**.
3. Choose if you want to open the Moto AI prompt bar, open the Camera app or perform no action.

Turn torch on and off

To turn your torch on or off:

- Add to your lock screen, then just wake the screen and tap .
- Open quick settings and tap .
- Or, make a chopping motion.

If the camera opens instead of turning on the torch, be sure to use a chop gesture, not a twist gesture.

To control the chop gesture:

1. Go to **Settings** > **Gestures**.

   Or, open the **Moto** app and tap > **Gestures**.

2. Tap **Fast torch** and turn it on or off.

Twist phone to open camera

Open your camera instantly from any screen, even your lock screen, with Quick capture.

Twist your phone twice like this:

The Camera opens, and you're ready to shoot.

Twist twice again to switch to the front (selfie) camera.

If you don’t want others to access your camera, you can turn Quick capture off. But if you use a screen lock, don’t worry — only your Camera app is accessible. To view existing photos or access any other features or apps, you must unlock your phone.

To turn Quick capture on or off:

1. Go to **Settings** > **Gestures**.

   Or, open the Moto app and tap > **Gestures**.

2. Turn **Quick capture** on or off.

Flip for Do Not Disturb

You can turn on Do Not Disturb by placing your phone face down on a surface. To enable this gesture:

1. Go to **Settings** > **Gestures**.
2. Tap **Flip for Do Not Disturb** and turn it on .

About storage options

Phone internal storage

You can store photos, videos, music and applications on your phone. Files you downloaded from the Internet and attachments you save from email or text messages are stored there, too.

You can free up space when needed.

Cloud storage

Clouds are great for storing files you want to share and access from other devices, such as photos, videos and music.

Benefits include:

- Access your files from any device with an Internet connection
- File synchronisation - no need to keep track of multiple versions in multiple storage locations
- Backups of photos and videos available if phone is lost or damaged

Cloud storage providers typically offer free storage that can be expanded with a paid subscription once you reach the free-storage limit. Or you can manage your free storage by removing files you no longer need to make space for new ones.

Apps such as Drive and Photos let you easily back up media to cloud storage.

Manage phone storage

Free up space by scanning

To scan your phone for old and unused items to remove, like downloads and unused apps:

1. Open the **Files** app.
2. Tap ☰ > **Clean**.

   You'll see suggestions for categories of items to check and free up space.
3. Tap the suggestions and follow the on-screen instructions to uninstall, move or delete items.

If you don't see suggestions to free up space, check that suggestions are on:

1. Open the **Files** app.
2. Tap ☰ > **Settings**.
3. Tap **Notifications** and turn on ones you want to receive.

Free up space manually

To free up space:

1. Open the **Files** app.
2. Tap a category (apps, images, videos etc.) to view that type of item.
3. Do any of the following:
   - To uninstall apps, tap the app's name, then tap **Uninstall**.
   - To clear an app's cache, tap the app's name, then tap **Storage & cache** > **Clear cache**.
   - To clear your data for an app, tap the app's name, then tap **Storage & cache** > **Clear storage**.
   - To delete media or other files, touch & hold to select one or more items, then tap 🗑.

Schedule automatic removal of photos and videos

If you automatically back up your photos and videos, you can automatically remove copies from your phone's internal storage after 30, 60 or 90 days.

1. Go to **Settings** > **Storage**.
2. Tap **Storage manager** and turn it on .
3. Tap **Remove photos and videos** and select a duration.

Find downloaded files

You can download files and store them on your phone, including:

- Photos, videos and documents you save from emails or texts
- Books, movies or other content that you buy from Play Store and save for offline viewing
- Other files or images you download from the web

When the file has finished downloading, you'll see in the status bar. Tap the notification to open the file in the appropriate app.

To view, edit or delete downloads:

1. Open the **Files** app.
2. Tap **Downloads**.
3. Do any of the following:
   - To open or play a file, tap it. You can only edit some types of files.
   - To sort files by name, date modified, or size, > **Sort by**.
   - To share a file, touch and hold it, then tap .
   - To delete a file, touch and hold it, then tap .

Tip: To access downloads from a computer, connect your phone with a USB cable, then open the phone's internal storage and look for files in the Downloads folder.

Recover recently deleted files

You can try to recover recently deleted photos, videos or texts. But do so as soon as possible. The more you use the phone, the more likely the file will be overwritten with new data.

1. Search for ‘file recovery’ in Play Store and install one of the apps.
2. Use the app to scan your phone.
3. If you can't recover recently deleted items, try connecting your phone to your computer with a USB cable and using a desktop program for file recovery.

Tip: Back up your photos to the cloud so you won't lose them if you delete them from your phone.

Upload music to cloud

You can store songs from your library in the cloud, for free, with Google YT Music (not available in all countries). Then you can instantly listen to your tunes wherever you are.

You can upload music from your:

- iTunes library
- Windows Media Player library
- My Music folder or any folder on your computer

To upload your music:

1. On your computer, visit music.youtube.com
2. Click on your profile picture > **Upload music**.

   To learn more, read Google's help.

After you've uploaded your music, you can listen to it:

- On your computer by visiting music.youtube.com
- On your phone with the YT Music app

Upload photos and videos

Back up automatically

1. Open the Photos app.
2. Tap your profile icon.
3. Tap and **Turn on backup**.

   You can change back up settings any time.

Adjust back up settings

To adjust settings for your automatic backups:

1. Open the Photos app.
2. Tap your profile icon then tap **Photos settings** > **Backup**.
3. Adjust settings as needed:
   - To choose high quality or original size for uploads, touch **Backup quality**.
   - To back up items in your Download, Screenshots and third-party app folders, touch **Back up device folders**.
   - To back up items over your mobile network, touch **Mobile data usage**, then adjust options for photos, videos and roaming.

Back up manually

1. Open the Photos app.
2. Open the photo or video.
3. On the photo or video, tap. (Swipe up if you can't see .)

View your backed up photos and videos

From your phone, open the Photos app.

From your computer, sign in to photos.google.com.

Manage your storage

1. Open the Photos app.
2. Tap your profile icon > **Photos settings** > **Backup**.
3. Tap **Manage storage**.
4. View how many GB of storage you have used and approximately how much time your remaining storage will last. If you're running low, follow the onscreen instructions to get more storage.

5. To review and delete recommended photos:
    a. Under **Review and delete**, touch a category (such as large photos and videos, blurry photos or screenshots).
    b. Touch & hold an item to delete, then tap others to include.
    c. Tap .

More help

To learn more, read Google's help.

Scan documents and make copies

Scan document to Drive

Use your phone to scan documents directly to Google Drive.

1. Open the **Drive** app.
2. Touch .
3. Position the document in the camera frame and hold your phone steady until the scan is complete.
4. If desired, use the tools at the bottom of the screen to crop, rotate, filter or clean the scan.
5. Tap **Done**.
6. If desired, change the document title, location or file type, then tap **Save**.

In Drive, open the file and tap to share or print the scan.

Scan and save to folders from your home screen

Add Drive Scan widgets to your home screen to scan and save to new or selected folders. Each widget saves to a single folder on Drive. So, add multiple widgets, one for each folder you need (receipts, billing statements, recipes, etc.).

Charge phone

Some apps and features use more power than others. So, depending on what you use, the amount of time before you need to charge will vary.

How to charge

Your phone doesn't support wireless charging. Use a USB charger or connect it to a power source with a USB cable.

Connect to charger

1. Connect your phone to the charger that came with your phone, or to a charger that is compatible with your phone.

   Other chargers, including laptops, can charge more slowly.

2. Insert the plug into an electrical outlet.

See if your phone is charging

When the phone is off and charging, you'll see the outline of a battery and a percentage. If the battery is completely discharged, this will not appear until the phone has received the minimum voltage required to boot.

When the phone is on and charging, you'll see in the status bar.

Boost charging speed

If you want to charge quickly, you can adjust settings. When you turn on Charge boost, your phone optimises charging to make it faster. This may heat up your phone but won't damage it.

1. Go to **Settings** > **Battery**.
2. Tap **Charge boost**.
3. Turn **Use charge boost** on for a faster charge or off if you're concerned about your phone being warm.

Tips for charging phone

- You can use your phone while charging. To charge faster, don't use your phone while charging.
- If you can't turn the phone on while it's charging, wait until it receives enough voltage before turning it on.
- When the battery gets low, the phone sends a notification.
- Use Battery Saver when the battery is low.
- You can turn off charging sounds.

Extend battery life

Choose settings that use less battery

To get the most life from your battery:

- **Connections:** turn off Bluetooth and GPS when you're not using them.
- **Wi-Fi:** turn on Wi-Fi when the phone is in a location with Wi-Fi coverage.
- **Screen:** turn down screen brightness, change to Dark theme and set a shorter screen timeout.
- **Sync:** if you don't need it, turn off automatic syncing for all accounts. This means you won't receive notifications when updates occur and you'll need to sync manually to get new emails.

Temporarily conserve battery power

Use Battery Saver mode to keep going on a low battery.

Also, avoid these battery-intensive activities until you can charge:

- Recording or watching videos
- Listening to music
- Taking pictures
- Using Live (animated) wallpaper

See what's using your battery

To see if a specific app or service is draining your battery:

1. Go to **Settings** > **Battery** > **Battery usage**.
2. Swipe up to view the list of apps and features using power since the last full charge.
3. Tap the app or feature using a lot of power.
4. Tap options to manage power usage.

Manage apps running in the background

For best results, keep **Settings** > **Battery** > **Manage background apps** turned on .

Apps that run in the background use battery power and data. You can categorise apps with these options to control how your phone manages their background activity.

Smart use (recommended)

Your phone monitors how these apps behave in the background. If an app uses excessive battery, Smart use automatically restricts it. Choose this setting when:

- You're unsure how important an app is
- You want a balance of battery life and convenience
- The app isn't time-sensitive

Always allow

Use this setting for apps that must run reliably without delay. Your phone still monitors these apps and will notify you if any are draining the battery excessively. Good candidates include:

- Messaging and calling apps
- Email you need instantly
- Health and safety apps
- Navigation and ride apps
- System-critical apps (VPNs, backups)

If missed notifications, sync failures or lost GPS would be a problem, choose **Always allow**.

Don't allow

Use this setting for apps that don't need background access and may waste battery, data or affect privacy. Good candidates include:

- Games (especially offline or casual)
- Shopping or promo-heavy apps
- Social media you open manually
- News, wallpaper or theme apps
- Apps you rarely use

When you set an app to **Don't allow**, you won't receive notifications, updates or new content from that app until you open it.

Allow app to run in background

1. Go to **Settings** > **Battery** > **Manage background apps**.
2. Tap **Background use** > **Smart use**.
3. Select the app, then choose **Always allow**.

If you have allowed apps to run in the background, your phone still monitors them and will notify you if the app is draining the battery.

Check for problem apps

If you allowed apps to run in the background, you can check to see if they're causing issues with battery drain.

1. Go to **Settings** > **Battery** > **Battery usage**.
2. View usage for the **Last 24 hours** or **Last 14 days**.
3. If an app shows unusually high battery use, tap the app and change its status to **Smart use** or **Don't allow**.

Stop app from running in the background

1. Go to **Settings** > **Battery** > **Manage background apps** and confirm it's turned on.

2. Tap **Apps**, then select the app and choose **Don't allow**.

   You won't receive notifications, updates or new content from that app until you open it.

Keep adaptive battery on

When you keep adaptive battery on, infrequently used apps will run less when you're not using them. Your phone will learn how you use apps over time and adjust for best battery life.

1. Go to **Settings** > **Battery** > **Adaptive Battery**.
2. Turn **Use Adaptive Battery** on .

Prevent overcharging

Overcharging occurs when a battery is charged to 100% and kept connected to a charger for long periods. In those conditions, the battery keeps ‘topping off’ instead of resting, which creates heat and stress that can wear the battery out over time. Battery protection keeps your battery healthy by limiting its charge to 80%.

When Battery protection is limiting your charge, you'll see in the status bar.

To maximise battery health and longevity, charge to 100% at least once a week, disconnecting once the battery is full. If you haven't charged to 100% over seven consecutive days, Battery protection will turn off so that you can.

To turn this feature on or off:

1. Go to **Settings** > **Battery** > **Battery protection**.
2. Turn it on .
3. Adjust settings:
   - To have your phone learn your charging pattern and finish charging from 80% to 100% an hour before you typically unplug it (such as if you regularly charge overnight), choose **Smart schedule**. Charge at consistent times for five days so that your phone learns your pattern.
   - To always limit charging to 80%, select **Manual schedule** > > **Always**. To fully charge from 80% to 100%, disconnect from the charger and plug it in again.
   - To set a daily schedule to limit charging to 80%, select **Manual schedule** > > **Specific hours**, and drag the start and end times to set the desired duration. Your phone will charge to 80% within the specified time and will charge to 100% outside of the set times. To fully charge from 80% to 100%, disconnect from the charger and plug it in again.

Use Battery Saver

Battery Saver helps extend battery life until your next charge. Your phone can prompt you to activate it when the battery is low, but you can turn it on manually at any time or set a schedule to turn it on.

You can choose between Standard battery saving and Maximum battery saving. Standard battery saving reduces background activity and limits some features, while Maximum battery saving restricts much more—it disables most apps, limits functionality and turns app icons grey to show they're paused.

When Battery Saver is on

When Battery Saver is on, you'll see in the status bar.

Standard battery saving

When you use Standard battery saving, your phone will:

- Turn on Dark theme (You can turn it off, but that uses more battery).
- Lower the refresh rate
- Turn off Live caption
- Wait until you use an app to refresh its content, such as email or news
- Stop apps from doing things in the background (such as listening for you to say ‘Hey Google’)
- Stop using Location services when your screen is off

Maximum battery saving

Maximum battery saving makes the same adjustments to your phone as Standard battery saving and more.

Maximum battery saving will pause all apps and their notifications, except for these essential apps:

- Clock
- Messages
- Settings

You can assign other apps to be essential. For all other (non-essential) apps, the icons appear grey and you can't use them until you switch to Standard battery saving or turn Battery Saver off.

Maximum battery saving will also:

- Disable gestures for controlling your phone
- Disable live wallpapers
- Turn off work profile
- Stop tethering and turn off hotspot
- Stop Wi-Fi and Bluetooth scanning

- Set screen timeout to 15 seconds

Turn Battery Saver on/off

Battery Saver turns off while your phone is charging. It turns back on when you unplug the phone.

Turn Battery Saver on/off manually

Open quick settings and tap to turn Battery Saver on/off.

Turn Battery Saver on automatically

You can turn Battery Saver on automatically when it reaches a specific percentage. Or you can let AI learn your behaviour and limit background apps when your phone is inactive.

1. Open quick settings, then touch & hold .
2. Tap **Schedule and reminders**.
3. To specify a percentage:
   a. Turn **Set default battery level** on .
   b. Move the slider to adjust the percentage when Battery Saver switches on.
4. To let AI limit background apps, turn **Reduce battery drain when inactive** on .

Tip: Battery Saver turns off while your phone is charging. It turns back on when you unplug the phone.

Let it turn off when your phone is charged

To prevent your phone from turning Battery Saver on before you need it, you can set it to turn off when your phone is charged to 90% or above:

1. Open quick settings, then touch and hold .
2. Tap **Schedule and reminders**.
3. Make sure **Turn off at 90%** is on .

Use Standard battery saving or Maximum battery saving

To see which type of battery saver you're using, open quick settings and look for the label on the Battery Saver tile .

Switch between Standard battery saving and Maximum battery saving

To switch:

1. Open quick settings, then touch & hold .
2. Make sure that Battery Saver is on .

3. Select one:
    - **Standard battery saving**
    - **Maximum battery saving**

Adjust settings for Maximum battery saving

To adjust how Maximum battery saving works:

1. Open quick settings, then touch & hold .
2. Next to **Maximum battery saving**, tap .
3. Adjust settings:
    - To optimise battery savings based on how you're using the phone (device workload and temperatures), turn **Adaptive performance** on . This will lower screen brightness, adjust CPU frequency and lower power usage as needed.
    - 5G uses more battery than 4G. If 5G isn't essential, enable **Turn off 5G** to restrict it until you switch to **Standard battery saving** or turn **Battery Saver** off .
    - Essential apps will always run. Non-essential apps are greyed out, so you can't open them and you won't get notifications. You can add apps to the list of essential apps. However, this degrades battery savings. Beside an app, tap to move it to **Essential apps** or tap to move it to non-essential apps.

Turn low battery reminders on/off

1. Open quick settings, then touch & hold .
2. Tap **Schedule and reminders**.
3. turn **Battery Saver reminders** on or off .

Show battery percentage in status bar

To show the percentage of battery power remaining in the status bar:

1. Go to **Settings** > **Battery**.
2. Turn **Battery percentage** on .

Use multiple languages

Change display language

You selected the language for your phone during setup. To change it:

1. Go to **Settings** > **System** > **Language and region**.
2. Tap **System languages**.
3. Touch & hold the language you want and drag it to the first position in the list.
4. If you don't see the language you want, tap ➕ to add it, then drag it to the first position.

   Languages added to this list will also be available to use with the on-screen keyboard. You can also add languages to the keyboard that aren't system languages.

   This device, when bought in India, supports text input in Hindi, English, Marathi.

To remove a language, go to **Settings** > **System** > **Language and region** > **System languages**, then tap ⋮ > **Remove**, select the language, and tap 🗑.

Set the language for an app

For specific apps, you can select a language that's different than your phone's default language:

1. Go to **Settings** > **System** > **Language and region**.
2. Tap **App languages**.
3. Tap the app's name and select the language you want to use.

   Not all apps support changing languages.

Set regional preferences

Set your preferences (temperature units, first day of the week) so that apps display information the way you want. Your default preferences are based on your selections for display language and app languages.

To change these preferences:

1. Go to **Settings** > **System** > **Language and region**.
2. Tap **Regional preferences**
3. Adjust settings:
   - Tap **Temperature** and select Celsius or Fahrenheit.
   - Tap **First day of week** and select the day to use for calendars and schedules.

Not all apps support regional preferences.

Customise the keyboard

To customise Gboard, just tap on the top row of the keyboard.

Or, go to **Settings** > **System** > **Keyboard** > **On-screen keyboard** > **Gboard**.

Add language to keyboard

If you want a keyboard for a language that isn't a display language:

1. On the top row of the keyboard, tap .
2. Tap **Language and region**.
3. Tap .
4. Select the language.
5. Tap **Done**.

Then, switch between languages on the keyboard by tapping .

Resize the keyboard to type more accurately

Give yourself more space to type and reduce typos by adjusting the height of the keyboard. You can also reposition it for your best fit.

1. On the top row of the keyboard, tap .
2. Tap
3. Adjust sizing:
   - Drag the handles on the frame to increase or decrease the keyboard height.
   - Touch & hold to drag the keyboard up or down.
4. Tap to save changes or to reset to the original size and position.

Tip: Voice typing can also improve typing speed and accuracy.

Change background appearance

1. On the top row of the keyboard, tap .
2. Tap **Theme**.
3. Select a colour or landscape to use as the background.
4. Tap **Apply**.

Adjust keyboard sounds or vibration

The on-screen keyboard vibrates when you tap a key. Turn off vibration feedback if you prefer not to use it or want to improve battery life.

To adjust keyboard sounds or vibration:

1. On the top row of the keyboard, tap .
2. Tap **Preferences**.
3. To adjust vibration:
   - Turn **Haptic feedback on keypress** off or on.
   - If on, tap **Vibration strength on keypress** and move the slider.
4. To adjust sounds:
   - To hear sounds when you type, turn **Sound on keypress** on .
   - To adjust how loud the sounds are, tap **Volume on keypress**.

Disable glide typing

With glide typing, you drag your finger over the letters in a word. If you want to turn this off and only use multi-touch typing:

1. On the top row of the keyboard, tap .
2. Tap **Glide typing**.
3. Turn **Glide typing** off .

Limit or turn off suggestions

1. On the top row of the keyboard, tap .
2. Tap **Text correction**.
3. Adjust settings:
   - If you don’t want predictions based on your previous word, turn **Next-word suggestions** off . You will only see suggestions for the current word you're typing.
   - If you don't want ANY suggestions, turn **Show suggestion strip** off .
   - You can also turn off (or on) offensive word blocking and suggestions for emoji, stickers and information from Contacts.

Turn off auto-correction

1. On the top row of the keyboard, tap .
2. Tap **Text correction**.
3. If you don't want words corrected while you type, turn **Auto-correction** off .

Change keyboard apps

Your phone comes with Gboard and Voice typing, which you can customise. You can also install different on-screen keyboard and voice-typing apps from Play Store, then select the one you want to use in Settings.

Download other keyboards

1. Open Play Store and search for ‘keyboard’.
2. Read reviews of apps before you install them. Some apps look enticing but are full of frustrating ads.

   You can always uninstall the app if you change your mind.
3. When you find a keyboard app you want, download and install it.

   Most apps walk you through setup screens for your keyboard, and they may also open **Settings** where you turn it on.

Choose which keyboard to use

In Settings, you choose which keyboard to use in all apps where you type with the on-screen keyboard.

To change keyboards, turn on the one you want to use:

1. Go to **Settings** > **System** > **Keyboard**.
2. Tap **On-screen keyboard** to see your list of installed keyboards.
3. Adjust settings:
   - Turn keyboards on or off.

     You can have multiple keyboards on. If multiple keyboards are on, you can switch between them when typing: simply tap at the bottom of the keyboard, then select a keyboard.
   - To change settings for a keyboard, tap its name.

Remove keyboards

To remove a keyboard you downloaded, uninstall its app.

You can't uninstall Gboard and Voice typing, which came with your phone.

Open apps faster

With artificial intelligence (AI), your phone learns which apps you use most, then manages memory more efficiently so they open faster.

To turn this feature on or off:

1. Go to **Settings** > **System** > **Performance**.
2. Adjust settings:
   - To allow AI to learn your usage patterns to help open apps faster, turn **Smart app launch** on.
   - To use phone storage to extend RAM and improve performance, turn **RAM boost** on. Restart your phone to apply the new setting.

Share your phone

Ways to share your phone

- **Add users.** If you share your phone with family or friends, or within a business, you can set up a separate user space for each user.
- **Lend to people as guests.** This is a more temporary space that you or the guest can delete when you have finished.
- Create a protected space with only apps your family members need to use, without being able to access features or settings that they should not use or change. To learn more, open the Family Space app and tap ☰ > **Help**.
- **Pin the screen.** This lets you keep one specific app or screen in view. For example, you can pin a game and your child cannot navigate anywhere else on your phone.

About owners, users, and guests

The owner can:

- Determine whether users and guests can make phone calls and send text messages, which also allows them to see the phone's call history and text history.
- Reset, update, and uninstall any apps.
- Delete user and guests, removing any associated accounts and data from the phone.

Users and guests can:

- Set up Google accounts and other types of accounts.
- Set up a screen lock.
- Customise the home screen and settings for their spaces.
- Add and delete apps for their spaces, and update any apps they use, regardless of who installed them.

Important: to prevent others from switching to your owner profile and accessing your information, set a screen lock before you share your phone with users or guests.

When sharing your phone with users and guests, some apps are only available to the owner, not to other users and guests.

Switch users

Only the owner can switch to the guest profile for loaning the phone and can switch between user profiles.

To switch user profiles or see which is currently active, open Quick settings. At the top of the screen, you'll see one of these icons after you've set up a user or added a guest.

Icon	Meaning

	Owner (If you set up your profile in Contacts and included a picture, you'll see it and your name instead.)
	Guest
	Added user

Add, modify and remove users

Add a user

You must be the device owner to add users.

1. to prevent others from switching to your owner profile and accessing your information, set a screen lock before you share your phone.
2. Go to **Settings** > **System** > **Users**. If needed turn **Allow multiple users** on .

   Tip: To add users from Quick settings on your lock screen without unlocking the phone, go to **Settings** > **System** > **Users** and turn **Add users from lock screen** on .
3. Tap **Add user** > **Next**.
4. Add the user's name.
5. To allow the user to make calls and send messages, switch on **Turn on phone calls and SMS**.
6. Switch to that user and tap **Set up now**.
7. Give the phone to the new user to set up the profile.

Restrict calls and messages

From your owner profile, you control whether users can call and send texts with your phone:

1. Go to **Settings** > **System** > **Users**.

   Or from quick settings, tap > **Manage users**.
2. Tap the user's name.
3. To prevent the user from making calls or sending messages, switch off **Turn on phone calls and SMS**.

Remove a user

You can remove yourself as a user. You must be the device owner to remove other users.

If you're a user who borrowed a phone:

1. Go to **Settings** > **System** > **Users**.

   Or from quick settings, tap > **Manage users**.
2. Tap and delete your user account from the phone.

If you're the owner:

1. Go to **Settings** > **System** > **Users**.

   Or from quick settings, tap > **Manage users**.
2. Tap the user's name.
3. Tap .

Add or delete guest

Create a temporary guest profile for sharing your phone with someone.

If you need a space for someone to use on a regular basis, where apps and data can be saved, add a user instead of a guest session.

Lend to guest

1. Go to **Settings** > **System** > **Users**. If needed, turn it on .
2. Before you add the guest, adjust settings:
   - To automatically remove any data and apps installed during the session when the guest has finished, turn **Delete guest activity** on .
   - To allow the guest to make calls, turn **Allow guest to use phone** on .

     The guest will be able to see your call history if you turn this on.
3. Tap **Add guest**.
4. To allow the guest to make calls, switch on **Turn on phone calls**.
5. Tap the option to switch to guest mode.

End guest session

1. From quick settings, tap .
2. Tap **Exit guest**.

   If you switched off **Delete guest activity** before the session, you'll be asked if you want to delete or save data when exiting the session.

   Otherwise, any data from and apps installed during this session is deleted.

Or:

1. Go to **Settings** > **System** > **Users**.
2. To end the session:
   - To return to the owner's profile, tap **Exit guest mode**.
   - To remain in guest mode but delete all data and apps installed during the last session, tap **Reset guest session**.

Record your IMEI number

An IMEI (International Mobile Equipment Identity) number is a unique code that identifies your phone. Phones with two SIMs have two IMEI numbers, one for each SIM. This allows the phone to be identified separately on each network that the SIMs connect to.

You'll need your IMEI number if you contact support regarding a warranty and it's important to have if your phone is stolen. Service providers can use the IMEI to block a stolen phone from mobile networks and many police departments keep a record of stolen phones using this number.

You might never need your IMEI number, but it's a good idea to record it, just in case.

To find the IMEI number:

1. Go to **Settings** > **About phone** > **Device details**.
2. See **IMEI** for your SIM.
3. Record and save the number where you can easily access it.

You can also find your IMEI number by dialling ***#06#** in the Phone app. On some phones, the MEID HEX number is your IMEI number.

If your phone doesn't turn on, check the box that it came in or the receipt for the IMEI number.

Find legal and product information

To view the electronic regulatory label for your phone, go to **Settings** > **About phone** > **Regulatory labels**.

For safety, environmental, warranty and other legal information, go to **Settings** > **About phone** > **Legal information**.

Printed legal information may also be provided with your phone.

To find your phone's model or serial number, go to **Settings** > **About phone** > **Device details** > **Model** > **Model number (SKU)**.

Back up phone

Back up to Google

You can automatically back up the following items to your Google account:

- Apps and app data
- Call history
- Contacts
- Phone settings (including Wi-Fi passwords and permissions)
- Photos and videos (synced to your Google Photos library, not to Google Drive)
- SMS text messages (if using Messages)

Tip: Back up over Wi-Fi to prevent mobile data charges.

Not all apps back up data automatically. Check with the app developer.

To automatically back up to Google:

1. Go to **Settings** > **System**.
2. Tap **Backup**.
3. Under **Backup details**, check that **Photos & video** and **Other device data** are on.
4. If you have multiple Google accounts, tap **Account** to select an account.
5. Follow the onscreen instructions.

To back up other files that aren't automatically backed up, such as attachments or downloads:

1. Open the Drive app .
2. Tap .
3. Tao **Upload**, then choose the files or folder to upload.

Restore backed up data

When you add your Google account to a phone, photos, contacts, settings and app data that you previously backed up to that account are restored onto the phone.

Add or remove accounts

Add accounts

You can connect to your accounts, including your Google account, your Moto account, email and social networking accounts.

Google account

When you set up your phone, you were prompted to add a Google account. If you skipped this, be sure to set one up now so you can download apps from Play Store, get a customised information feed and take full advantage of the Calendar, Gmail, and other apps included with your Google account.

To add a Google account:

1. Go to **Settings**.
2. tap **Passwords, passkeys & accounts** > **Add account**.
3. Tap **Google** and follow the on-screen instructions to add an existing account or to create a new one.
4. Once the account is added, Calendar, Contacts and other account features and apps are updated with information from that account. You can review and change what syncs with your phone for that account.

Tip: Keep your apps up-to-date. To see if newer versions of the apps associated with your Google account are available, open the Play Store app and tap your profile icon M > **Manage apps and device**.

Moto account

Your Moto account gives you access to exclusive experiences from Motorola, like Family Space.

1. go to **Settings**.
2. tap **Passwords, passkeys & accounts** > **Add account**.
3. Tap **Moto account** and follow the on-screen instructions to add an existing account or to create a new one.

Email or other app account

Accounts are automatically added when you:

- set up corporate email
- set up personal email for non-Gmail addresses
- install apps that require a username/password to log in, such as messaging, shopping or streaming content

To review these accounts or add another:

1. go to **Settings**.
2. tap **Passwords, passkeys & accounts** > **Add account**.

3. Tap the type of account to add and follow the on-screen instructions.

   If you don't see the type of account you want to add, install the related app from Play Store, then sign in to your account through the app.

4. Once the account is added, account-related features and apps are updated with information from that account. To review and change what syncs with your phone, tap the account type, then account name.

Remove accounts

If you remove an account, information you synced will be removed from your phone, but it is not deleted from your account.

To remove an account:

1. Go to **Settings** > **Passwords, passkeys & accounts**.
2. Tap the account name.
3. Tap **Remove account**.

Tip: If you have trouble removing a corporate account, go to **Settings** > **Security and privacy** > **More security and privacy** > **Device admin** and turn off the app for the account, then try to remove it again.

Change name and info in your Google account

You can update, add, and remove basic info for your Google account:

1. Go to **Settings** > **Google** > **Manage your Google Account**.
2. Touch **Personal info**.
3. Update information as needed. Add or change your profile picture, edit your name and birthday. Learn more.

Forgot your Google password or want to change it? Learn how to reset your password.

Other questions about your account? Read Google's help.

Sync apps with your Google account

When your phone syncs, your Google apps refresh their data and you get notifications about updates.

See which apps auto-sync

By default, apps made by Google sync automatically. You can turn auto-sync off and back on for individual apps.

Whether other apps (not made by Google) can sync varies by app.

See which Google apps auto-sync

1. Go to **Settings** > **Passwords, passkeys & accounts**.
2. Tap the account name.
3. Tap **Account sync**.
4. Review the list of your Google apps and when they last synced.

Check other apps

To see if your other apps can auto-sync:

1. Go to **Settings** > **Passwords, passkeys & accounts**.
2. Review the list of accounts:
   - If the app isn't listed, then it can't auto-sync.
   - If it is listed, tap its name to see any sync options you can adjust.

Turn off auto-sync

Turning off auto-sync doesn't remove the app or your data. It only stops the app from automatically refreshing your data.

Turn off for certain Google apps

1. Go to **Settings** > **Passwords, passkeys & accounts**.
2. If you have multiple accounts on your phone, tap the one you want.
3. Tap **Account sync**.
4. Turn off the apps you don't want to auto-sync.

   For example, sync your Calendar and Gmail but don't sync Drive.

Turn off for your Google account

1. Go to **Settings** > **Passwords, passkeys & accounts**.
2. Turn **Automatically sync app data** off .

   To receive emails, calendar reminders or other notifications from Google apps, you'll need to sync manually.

Tip: Turning off auto-sync can help save battery life. To resume auto-sync after your battery recharges, turn it back on again.

Sync manually

1. Go to **Settings** > **Passwords, passkeys & accounts**.
2. Tap the account name.
3. Tap **Account sync** > > **Sync now**.

Fix an issue

Select an issue to see troubleshooting steps:

- Account sync issues
- Forgot password for Google account
- Problems with Facebook, WhatsApp, other apps

Control what info Google collects

Google collects information from you to provide personalised services and tailored content, as outlined in the Google Privacy Policy.

You can review, delete and control the information Google collects about you. Learn more from Google about:

- Viewing and controlling what information is collected (search, YouTube, recordings of your voice commands, location).
- Deleting your search history and other activity.
- Reviewing your location history.
- Any other questions about your account.

About security

Screen lock options

To keep your phone secure, use a screen lock when it goes to sleep:

- Set up a pattern, PIN or password to unlock your phone.
- Set up facial recognition if you want to unlock with your face.
- Keep your phone unlocked when you're at a defined place, connected to a defined Bluetooth device, or carrying the phone.

When your phone is locked, you can:

- Access notifications and quick settings, start a call and open the camera from the lock screen.
- Make emergency calls on a locked phone. A locked phone still rings; you don't need to unlock it to answer.

If you forgot your pattern, PIN or password, follow these steps.

You can customise the lock screen by adding your contact info. You can also control which notifications appear on your lock screen.

Fingerprint sensor

Quickly and easily verify your identity using the fingerprint sensor on your phone, instead of entering a password, PIN or pattern to unlock the phone, make online and in-store purchases, and sign into banking and financial apps.

You can add and remove fingerprints.

Fingerprints:

- Are created from features of your fingertip, converted to a mathematical representation and then encrypted and stored only on the phone. No fingerprint images are ever stored.
- Are never shared with Google or Motorola.
- Are never shared with other apps. Your phone only shares the verification, not the fingerprint.

Note: A fingerprint screen lock may be less secure than a strong pattern or PIN lock. It is possible to unlock the phone using a physical copy of a matching fingerprint.

Additional security options

- Protect your phone in case it's lost or stolen. Use Find Hub.
- Connect to a virtual private network if you need to access files on a secure network.
- See when apps are using your microphone and camera and block them if needed.
- Add a SIM lock to prevent others from using your mobile plan and accessing account information if your phone is stolen.
- Prevent viruses and other attacks on your data and privacy with Google Play Protect.

Protect against harmful apps

Scan phone for harmful apps

Play Protect helps keep your phone secure by automatically scanning your apps, including sideloaded apps, to check for potentially harmful apps (malware).

If Play Protect finds a potentially harmful app, it stops the app from running and warns you so that you can uninstall it.

To see the results or to rescan:

1. Open the **Play Store** app.
2. Tap your profile icon M > **Play Protect**.
3. Review the results of the latest scan, or tap **Scan**.

Play Protect is on by default.

To learn more, read Google's help.

If your phone seems slow

If you've scanned your phone to confirm there aren't any potentially harmful apps but your phone seems slow, troubleshoot the issue.

Make sure your phone can be found

Make sure your phone can be found. Find Hub allows you to remotely locate, lock and erase your phone.

If you ever need to find your phone, your phone will need to:

- Be turned on
- Be signed in to a Google account
- Be connected to mobile data or Wi-Fi
- Have location services turned on. If location services are off, you can lock or erase the phone, but cannot locate it.
- Have Find Hub turned on

To check that Find Hub is on for your phone:

1. Go to **Settings** > **Security and privacy**.
2. Tap **Device finders:**.
3. Tap **Find Hub** and turn it on .

To confirm that you can find your phone, go to android.com/find on your phone or from a computer.

If you have lost your phone, consider calling your carrier to suspend your account. If your phone doesn't have a SIM lock and it's stolen, someone could use your SIM card.

Set a screen lock

You can set up a screen lock to secure your phone. Each time you turn on your phone or turn on the screen, you'll be asked to unlock it.

Set or change screen lock

1. Go to **Settings** > **Security and privacy**.
2. tap **Device unlock** > **Face and fingerprint unlock**.
3. Tap **Screen lock** and select the type of lock you want.

   Some lock options aren't available if you added a VPN or a work (corporate) email account to your phone.

Tip: After you set up a pattern, PIN or password, you can set up fingerprint security to unlock your phone with the fingerprint sensor.

Screen lock types

No lock:

- **None**: this gives no protection, but you can quickly access your Home screen.
- **Swipe**: swipe up. This prevents accidental dialling but doesn't secure the phone.

Standard lock:

- **Pattern**: Draw a pattern on a grid.
- **PIN**: enter a four to sixteen digit numeric code. Longer PINs are more secure.
- **Password**: enter four to sixteen letters, digits or symbols for the password. A long, strong password is the most secure option.

Biometrics:

- Unlock with your face
- Unlock with your fingerprint

You must set up one of the 3 standard locks in order to use biometrics.

Unlock or lock automatically

If you're using a PIN, password or pattern, you can:

- Prevent repetitive unlocking by keeping your phone unlocked when you're at a defined place, connected to a defined Bluetooth device, or carrying the phone.
- Instantly lock your phone when you move out of range of a defined place, disconnect from a defined Bluetooth device, or disconnect from a defined Wi-Fi network. No need to remember to manually lock your screen or wait for the full time before locking.

Tip: Some of these options aren't available if you added a VPN or a work (corporate) email account to your phone.

Remove screen lock

Important: this leaves your phone with no protection. Anyone who picks it up can access your apps, messages, emails, photos and any sensitive information on it.

1. Go to **Settings** > **Security and privacy**.
2. tap **Device unlock** > **Face and fingerprint unlock**.
3. Tap **Screen lock**.
4. Enter your current PIN, password or pattern to confirm your identity.
5. Select **None** or **Swipe**.

Quickly tighten lock screen security

Unlocking with the fingerprint sensor and setting up automatic unlocking make it easier to keep your phone secure and minimise when you need to enter your PIN, pattern or password. But sometimes you need to trade convenience for more security. You can temporarily tighten locks and prevent lock screen notifications.

1. Press and hold the power button.
2. Touch **Lockdown**.

   Your fingerprint sensor and automatic unlock settings are disabled and notifications won't be displayed on your lock screen.
3. To exit Lockdown, unlock your phone with your PIN, pattern or password.

Set advanced lock options

Use these options to control when your phone locks and whether your code is visible when you unlock.

You can also control what content is included on your lock screen.

Set time before locking

Unless kept unlocked automatically, your phone locks the screen five seconds after the screen turns off.

To increase or decrease the amount of time before automatically locking the screen:

1. Open the Moto Secure app .

   Or, go to **Settings** > **Security and privacy**.
2. Tap **Device unlock**.
3. Next to **Screen lock**, tap .
4. Tap **Lock after screen timeout**, then select a duration.

Stop Power button from instantly locking

You can manually lock your phone by pressing the Power button. If you want the Power button to turn off the screen but not lock it:

1. Open the Moto Secure app .

   Or, go to **Settings** > **Security and privacy**.
2. Tap **Device unlock**.
3. Next to **Screen lock**, tap .
4. Tap **Power button locks instantly** off .

After the screen turns off, your phone will still lock after the time set for the automatic lock.

Control network and security functions

When your screen locks, your network and security functions are also locked, making it easier to locate your phone and protect your data if your phone is lost or stolen.

Anyone using these Quick settings or Power menu options from the lock screen must unlock the screen to continue:

- Internet
- Aeroplane mode
- Battery Saver
- Location
- Data Saver
- Power off

- Reset options

The screen also has to be unlocked before Google Assistant can do anything related to those features.

1. Open the Moto Secure app.

   Or, go to **Settings** > **Security and privacy** > **Device unlock** and tap next to **Screen lock**.

2. Tap **Lock network and security**, then:

   - For the best protection if your phone is lost or stolen, turn it on.
   - If you don't need higher security and want to access these features in Quick settings without unlocking your phone, turn it off.

Hide your pattern or PIN

You can hide your PIN or pattern to prevent others from viewing it when you unlock your screen. If you use a PIN, you can scramble the order of the numbers on the pad.

If you're using a pattern screen lock, make it more secure by hiding finger traces on the screen when you draw:

1. Open the Moto Secure app.

   Or, go to **Settings** > **Security and privacy**.

2. Tap **Device unlock**.
3. Next to **Screen lock**, tap.
4. Tap **Make pattern visible** off.

If you're using a PIN screen lock, make it harder for someone to see the PIN you enter by scrambling the order of the numbers on the PIN pad:

1. Open the Moto Secure app.

   Or, go to **Settings** > **Security and privacy** > **Device unlock** and tap next to **Screen lock**.

2. Tap **PIN pad scramble**.
3. Turn **Enable PIN pad scramble** on.

If you're using a PIN screen lock, make it more secure by disabling animations that show when you touch PIN numbers:

1. Go to **Settings** > **Security and privacy**.
2. Tap **Device unlock**.
3. Next to **Screen lock**, tap.
4. Turn **Enhanced PIN privacy** on.

Hide passwords

To control whether characters briefly display when you enter a password to unlock your phone or log in to websites and apps:

1. Open the Moto Secure app or Settings app.

2. Tap **Security and privacy** > **Privacy controls**.
3. Turn **Show passwords** off .

Use fingerprint security

Set up fingerprint security

The fingerprint sensor is part of your screen and appears only when you need it. Use it to unlock your phone, make fast and secure online and in-store purchases and sign into bank and finance apps.

1. Go to **Settings** > **Security and privacy**.
2. tap **Device unlock** > **Face and fingerprint unlock**.
3. Tap **Fingerprint**, then unlock your phone.
4. Follow the on-screen instructions to scan your fingerprint.

Fingerprints are stored securely on the phone.

Add more fingerprints

Keep in mind that:

- If multiple users share the phone, users should add their fingerprints from within their user profile, instead of adding multiple fingerprints to your owner profile.
- Anyone whose fingerprints are added to a user profile can unlock the phone and authorise purchases with the associated Google account or apps.

Add a fingerprint for each finger you want to use with the sensor:

1. Go to **Settings** > **Security and privacy**.
2. tap **Device unlock** > **Face and fingerprint unlock**.
3. Touch **Fingerprint** and enter your pattern, PIN or password to verify your identity.
4. Tap **Add fingerprint**.
5. Use the fingerprint sensor to scan another fingerprint.
6. Rename each fingerprint. Tap the current name, type a name and tap **OK**.

Remove a fingerprint

1. Go to **Settings** > **Security and privacy**.
2. tap **Device unlock** > **Face and fingerprint unlock**.
3. Touch **Fingerprint** and enter your pattern, PIN or password to verify your identity.
4. Tap next to the fingerprint.

Change fingerprint animation

You can adjust how the fingerprint icon animates in response to your touching the sensor:

1. Go to **Settings** > **Security and privacy**.
2. tap **Device unlock** > **Face and fingerprint unlock**.
3. Touch **Fingerprint** and enter your pattern, PIN or password to verify your identity.
4. Tap **Animation styles** and make a selection.

Use a fingerprint to unlock your phone

To wake and unlock your screen, or any time you see on the screen, touch the sensor to verify your identity.

Tip: You can temporarily tighten security by turning off fingerprint unlocking and lock screen notifications with Lockdown mode.

Use fingerprint to sign in to apps

To use the fingerprint sensor with third-party apps:

- Be sure the app supports fingerprint recognition.
- Install the app and open its settings to adjust options, like enabling fingerprint unlock.
- Consult the app's help info for more instructions.

Why am I still asked for a PIN/pattern?

For maximum security, you still need to enter your pattern, PIN, or password:

- Every time you power up your phone
- When more than 72 hours have passed since you last unlocked the phone
- When you go to **Settings** > **Security and privacy** > **Device unlock** > **Face and fingerprint unlock Fingerprint**
- When the sensor can't read the fingerprint

Fix an issue

Issue: sometimes the sensor can't read your fingerprints.

Each finger has a unique print. If you've added only one fingerprint, add more for other fingers you want to use with the sensor.

The sensor may have trouble reading fingerprints if your finger is:

- wet
- oily
- dirty
- Injured

If a registered fingerprint isn't working as expected, remove and re-add the fingerprint. If your finger is injured, add fingerprints for your other fingers and use them until healed.

Issue: Fingerprint option disappeared from Security and privacy menu.

After each troubleshooting step, check to see if your issue is fixed.

1. Turn your phone off and then on again.

2. Check if a software update is available for your phone.
3. Check for app updates.

   Open the **Play Store** app, then touch your profile icon M > **Manage apps and device**.
4. Use safe mode to see if apps you installed are causing the issue and uninstall as needed.

   If the sensor works correctly in safe mode, a 3rd party app is probably causing the issue. These apps can cause issues: lock screen apps, app locks that use the fingerprint sensor, RAM boosters and RAM cleaners.
5. Reset the phone.

Unlock with your face

Before using face matching

Keep in mind that:

- If your phone has been locked for more than 4 hours, face matching won't work until you first unlock with another method.
- Looking at your phone can unlock it, even when you don't intend to.
- Your phone can be unlocked by someone who looks a lot like you.
- Your phone can be unlocked by someone else if it's held up to your face while your eyes are open. Keep your phone in a safe place. To prepare for unsafe situations, you can turn on lockdown.

Set up face matching

1. Go to **Settings** > **Security and privacy** > **Device unlock** > **Face and fingerprint unlock**.
2. If you haven't yet set up a screen lock, you'll need to select and set up a backup screen lock method (pattern, PIN or password).
3. Tap **Face unlock**.
4. Follow the on-screen instructions. Be sure to frame your entire face with the outline.

   Face matching data is stored securely on the phone.
5. Select face unlock options.

Whenever you turn on or wake the phone, it will search for your face and unlock the screen when it recognises you.

Unlock your phone

Show your face to the lock screen.

If it doesn't recognise you, it stays locked and displays one of these icons.

Icon	How to unlock
	Use your password, PIN or pattern
	Use the fingerprint sensor

Change unlock options

For direct access to your Home screen or last-used app

Skip the power button and just show the phone your face to unlock and go straight to your Home screen or last-used app. To set it up:

1. Go to **Settings** > **Security and privacy** > **Device unlock** > **Face and fingerprint unlock** > **Face unlock**.
2. Turn both **Lift to unlock** and **Skip lock screen** on .

Turn off face matching

1. Go to **Settings** > **Security and privacy** > **Device unlock** > **Face and fingerprint unlock** > **Face unlock**.
2. Unlock your phone.
3. Tap **Delete face data**.

   The phone will no longer recognise your face and the data is deleted. To turn it on again, set up face matching again.

Fix an issue

If you're having trouble getting the phone to recognise your face:

1. Go to **Settings** > **Security and privacy** > **Device unlock** > **Face and fingerprint unlock** > **Face unlock**.
2. Unlock your phone, then tap **Redo face scan**.
3. Make sure that you are in a well lit environment. Avoid low light, strong light and backlit environments to ensure that the face image is clear.
4. Follow the onscreen instructions.

auto-lock when you leave or disconnect

Take the worry out of remembering to lock your phone when you're in less secure circumstances. Auto-lock will lock your phone immediately for you instead of waiting for the full time before locking when it detects that you've:

- left a trusted place like home
- disconnected from a trusted Bluetooth device like a car audio system or headphones, indicating you may no longer be using it for a while
- disconnected from a trusted Wi-Fi network

To set it up:

1. Open the Moto Secure app .

   or go to **Settings** > **Security and privacy** > **More security and privacy**
2. Tap **Auto-lock**.
3. turn **Use Auto-lock** on .
4. Add a trusted place, Bluetooth device or Wi-Fi network:
   - tap **Trusted places** > , adjust the **Radius** slider to the amount of area you want to include for the location, then tap **Save location**. Add a location name and tap **OK**.
   - tap **Trusted devices** > . If needed, tap **Pair new device** and add the device. Tap and mark the tickbox for the connected device, then tap **Save**.
   - tap **Trusted networks**, then turn the Wi-Fi network on , or tap to connect to a new network you want to add as trusted.

Prevent repetitive unlocking

If you find yourself unlocking over and over, use Extend Unlock to keep your phone unlocked when you're in secure circumstances such as:

- at a trusted place like home, where you're not concerned about others accessing your phone
- when you're connected to a trusted Bluetooth device like a car audio system or headphones
- when you're carrying the phone around with you

You also have other, less secure, options for minimising how frequently you have to unlock:

- Set a longer time before your phone locks.
- Turn off the screen lock. **Important:** this creates a significant security risk.

Set up Extend Unlock

1. go to **Settings**.
2. tap **Security and privacy** > **More security and privacy** > **Extend Unlock**.

   If you don't see Extend Unlock, try the following:

   - Update Google Play services. In the Google Search widget on your Home screen, search for 'Google Play services', then tap the app to open it.
   - Go to **Settings** > **Security and privacy** > **More security and privacy** > **Trust agents** and enable **Extend Unlock**.
3. Unlock your phone.
4. Adjust settings:

   - To remain unlocked when you're at a trusted place like home, tap **Trusted places**. Tap +, drag the screen so the location pin is in the right place, then tap to select the location.
   - To remain unlocked when you're connected to one of your Bluetooth devices, tap **Trusted devices**, then tap the name of the device. If you haven't paired any devices yet, tap **Pair new device**.
   - To remain unlocked when you're carrying your phone around, tap **On-body detection** and turn it on .

For more help with Extend Unlock, see Google's help.

Pin an app screen

Turn on pinning

Use pinning to keep the current app in view until you unpin it. For example, you can pin a game and your child cannot navigate anywhere else on your phone.

You can set up a pattern, PIN or password required to unpin.

1. Go to **Settings** > **Security and privacy** > **More security and privacy** > **App pinning**.
2. Turn pinning on.
3. By default, you must always enter your pattern, PIN or password when unpinning a screen. If you don't want this security before accessing your other phone screens, turn this option off.

Pin and unpin an app

To pin a screen:

1. Make sure you've turned on pinning and have recently opened the app you want to pin.
2. Drag up from the bottom of the screen, hold, then release.
3. In the recent app list, touch the app's icon at the top of the preview to see .

   Be sure to touch the app's icon instead of the preview, which opens the app.
4. Touch .

To unpin it:

1. Drag up from the bottom of the screen and hold.
2. If you required a pattern, PIN or password when you turned on pinning, enter it to unlock the phone.

Protect apps in a Secure folder

Keep your information private by putting sensitive apps in a secure folder. You can lock apps in the folder, hide the folder and limit what information gets shown in notifications from your secure apps.

Set up the folder

1. Open the Moto Secure app .

   Or go to **Settings** > **Security and privacy** > **More security and privacy**
2. Tap **Secure folder**.
3. If prompted, unlock your phone.
4. Choose a lock type for your secure folder and set up the lock:
   - **Pattern**: draw a pattern on a grid.
   - **PIN**: enter a four- to sixteen-digit numeric code. Longer PINs are more secure.
   - **Password**: enter four to sixteen letters, digits or symbols. A long, strong password is the most secure option.

   You can also set up fingerprint security.
5. To add apps or add files, tap .

You'll now see Secure folder in your app tray or on your Home screen.

Forgot your Secure folder's PIN/password/pattern?

If you don't remember how to unlock your Secure folder, you'll need to delete the folder and set it up again.

1. Go to **Settings** > **Security and privacy** > **More security and privacy**.
2. Tap **Secure folder**.
3. Tap **Delete secure folder**.
4. Unlock your phone (use your fingerprint or the PIN/password/pattern for your phone).
5. Confirm the deletion.

   This deletes all apps and files from the folder. If the app was **only** in your Secure folder, you'll need to reinstall the app.

Disguise or hide folder

You can change the icon and app name to make the Secure folder more discreet. Or, you can hide it in the app tray or on Home screen and access it only through Settings or Moto Secure.

Change your folder's icon and name

1. Open **Secure folder** and unlock it.
2. Tap > **Disguised icons** and turn **Use disguised icons** on .

3. Choose an alternative icon.
4. Type a different app name.
5. Tap .

Restore original icon

1. Open the Moto Secure app .

   Or go to **Settings** > **Security and privacy** > **More security and privacy**
2. Tap **Secure folder**.
3. Tap > **Disguised icons** and turn **Use disguised icons** off .

Hide Secure folder

To hide the Secure folder in the Moto Secure app and in your app tray or home screen (if you don't use an app tray):

1. Open **Secure folder** and unlock it.
2. Tap > **Stealth mode**.
3. Turn **Stealth mode** on and select where you want it to be invisible: in the Moto Secure app , in your app tray or both.

To access your hidden Secure folder:

- open Moto Secure and tap **Secure folder** (if you're using Stealth mode only for your app tray).
- Or go to **Settings** > **Security and privacy** > **More security and privacy** > **Secure folder**.

Unhide Secure folder

1. Open the Moto Secure app .

   Or go to **Settings** > **Security and privacy** > **More security and privacy**
2. Tap **Secure folder**.
3. Tap > **Stealth mode**.
4. Turn off Stealth mode options.

The Secure folder is visible again in your app tray or on your Home screen.

Manage secure apps, files, and notifications

You can add and remove files and apps from your Secure folder and control notifications from the secure apps.

Add files

1. Open **Secure folder** and unlock it.
2. Tap .
3. Tap **Add files**.

4. Choose the files (touch and hold to select more than one) and tap **Select**.
5. Tap **Move** to move the file from its current location and see it *only* in your Secure folder.

Find files

To see your files, tap **Files** in your Secure folder.

If you take a screenshot while in your Secure folder, then you can only access it through **Secure folder** > **Files**. It will not appear with your other screenshots outside of the Secure folder.

To move a file to a different location in your Secure folder:

1. Tap by its name.
2. Tap **Move to** and choose the new location.

Remove files

To delete one file, tap by its name, then tap **Move to trash**.

To delete multiple files:

1. Find them in your Secure folder, then touch and hold to select them.
2. Tap ,

Add apps

1. Open **Secure folder** and unlock it.
2. Tap , then tap **Add apps** and:
   - **To add an installed app,** search or swipe to the app name and mark its tick box. Repeat for all of the apps you want to add, then tap .
   - **To install an app into the Secure folder,** tap **Add from Google Play** and install it.
3. If the app requires setup (a username and password), open the app from your Secure folder and log in to the app.

   Login information isn't copied if you previously set up the app on your phone outside of the Secure folder.
4. If you only want to access the app through the Secure folder and you didn't install it directly into the Secure folder, delete the app from the rest of your phone. In the app tray, touch and hold the app's icon to delete the app

Remove apps

1. Open **Secure folder** and unlock it.
2. Touch and hold the app icon, then tap **Remove app**.

Control notification content from secure apps

You can turn sensitive lock screen notifications on or off entirely for all apps on your phone.

But when you add apps to Secure folder, you get more control over their sensitive notifications and can set them to:

- show app icon, app name and message content
- show just the app icon and name
- don't show notifications

To adjust notifications from secure apps:

1. Open **Secure folder** and unlock it.
2. Tap ☰ > **More settings** > **Notification manager**.
3. Choose how you want to handle notifications from your secure apps.

Change the folder's lock and timeout

When you set up the folder, you created its lock. You can change the lock at any time. You can also change how long the folder stays unlocked.

Use fingerprint security

1. Open **Secure folder** and unlock it.
2. Tap ☰ and then **Authentication settings**.
3. turn **Use fingerprint** on ●.
4. If you haven’t already registered your fingerprints for your phone, tap **Set up**, unlock your phone, then follow the on-screen instructions to add your fingerprint.

Each time you open your Secure folder, you'll need to unlock it with your fingerprint.

Change the PIN/password/pattern

1. Open **Secure folder** and unlock it.
2. Tap ☰ and then **Authentication settings** > **Update unlock method** and unlock again.
3. Choose a lock type and set it up.
   - **Pattern**: draw a pattern on a grid.
   - **PIN**: enter a four- to sixteen-digit numeric code. Longer PINs are more secure.
   - **Password**: enter four to sixteen letters, digits or symbols. A long, strong password is the most secure option.

Set the length of the time folder stays unlocked

Your Secure folder automatically locks after a period of inactivity. You can increase or decrease the amount of time it can remain inactive before it locks.

1. Open **Secure folder** and unlock it.
2. Tap ☰ > **More settings** > **Secure folder timeout**.
3. Select a duration.

Lock SIM card

Set up SIM lock

This feature is not available in all countries.

Your SIM card came with a default PIN from your carrier. You can use it to set up an optional SIM card lock, which prevents others from using your mobile plan and accessing account information if your phone is stolen.

If you add a SIM lock, you will be prompted to enter the PIN each time you swap SIM cards or restart the phone.

1. Make sure you have the PIN your carrier provided with the SIM card. If you don't have it, contact your carrier.
2. Go to **Settings** > **Security and privacy** > **More security and privacy**.
3. Tap **SIM lock**.
4. Turn **Lock SIM** on .
5. Enter your carrier-provided PIN and follow the onscreen instructions.

Unlock SIM card

When prompted, enter the PIN used to set up the SIM lock.

Caution: If you enter an incorrect PIN multiple times, the SIM will be disabled.

If you accidentally disabled the SIM

If you enter an incorrect PIN multiple times, the SIM will be disabled.

Contact your carrier for a PIN unlock key (PUK) to re-enable the SIM.

Change SIM PIN

To change the PIN code for your SIM card:

1. Be sure you have the previous PIN. If you don't, contact your carrier for a PIN unlock key (PUK).
2. Go to **Settings** > **Security and privacy** > **More security and privacy**.
3. Tap **SIM lock**.
4. If **Lock SIM** is off, turn it on .
5. Tap **Change SIM PIN**.
6. Enter the previous PIN and touch **OK**.
7. Enter a new PIN and tap **OK**.
8. Re-enter the new PIN and tap **OK**.

Review or change permissions

Review by feature

The first time you use an app, and sometimes when you install or update it, you are asked to grant the app permission to access certain data and phone features. You can adjust these permissions at any time.

To adjust permissions by feature:

1. Go to **Settings** > **Security and privacy** > **Privacy controls**.
2. Tap **Permission manager** tab.
3. Tap a feature to see which apps have permission to use it.
4. Turn that permission on or off for each app as needed.

Review by app

To adjust permissions by app:

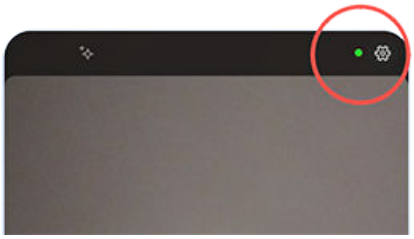
1. Touch and hold the app icon, then tap **App info** ⓘ.
2. Tap **Permissions**.
3. Turn each permission on or off as needed.

> **Tip:** To see how the app uses each permission, tap ⋮ > **All permissions**.

Control access to your mic and camera

Block mic or camera from app in use

Any time an app uses your mic or camera, you'll see the privacy indicator in the status bar.



When you see the privacy indicator:

1. Swipe the status bar down and tap or to see which app is using it.
2. To block that app from using it:
   a. Tap and tap **Manage access**.
   b. Tap **Microphone** > **Don't allow** or **Camera** > **Don't allow**.

Block/unblock for all apps

To quickly block and unblock access to your mic or camera for all apps:

1. Open quick settings and tap **Mic access** or **Camera access** to change it to **Blocked**.

   None of the apps on your phone can use it.
2. When you're ready to use the microphone or camera again, change **Mic access** or **Camera access** in quick settings to **Available**.

Hide passwords

To control whether characters briefly display when you enter a password to unlock your phone or log in to websites and apps:

1. Open the Moto Secure app or Settings app.
2. Tap **Security and privacy** > **Privacy controls**.
3. Turn **Show passwords** off.

Keep Wi-Fi and mobile networks secure

Control warnings about, and your connections to, open networks (that require no password) and weakly secured Wi-Fi and mobile networks.

1. Open the Moto Secure app .

   Or, go to **Settings** > **Security and privacy**.
2. Tap **More security and privacy**.
3. Tap **Network protection**.
4. Turn options on or off :

   - to prevent network spoofing by blocking 2G mobile connections, turn **Mobile data security** on .
   - to get warnings when your phone is connected to unsecured networks, turn **Wi-Fi security** on .
   - to get warnings when your hotspot is using a weak protocol, turn **Hotspot** on . (Learn how to change security protocols.)
   - to ensure that you don't use sensitive apps when your phone is connected to an open network, touch **Wi-Fi blocklist** and select the apps, then turn **Wi-Fi blocklist** on .

Use location services

About location information

You can let your phone use GPS, Wi-Fi networks, mobile networks and sensors to estimate your location. Apps that have your permission can use this information to deliver location-based services, such as the ability to check in, view commute traffic, find nearby restaurants or tag your photos with the location where you took them.

Turn location on or off

To control what location information your phone can use:

1. Go to **Settings** > **Location**.
2. Turn **Use location** on or off to give or remove permission to use your location information.

   When it's off, your phone can't find your precise location or share it with any apps. However, turning this off disables many useful features and apps.

Tip: To add a Location tile to quick settings, open quick settings. Tap and then drag the Location tile where you want it.

Review apps using your location

To see which apps have recently accessed your location:

1. Go to **Settings** > **Location** > **App location permissions**.

   You'll see apps listed by those allowed all the time, some of the time and not allowed.
2. To change permissions, tap the app name, then select the location access you want.

Review services using your location

1. Go to **Settings** > **Location** > **Advanced**.

2. Tap a service to open its Settings:
   - **Earthquake alerts**: sends you an alert about nearby earthquakes with a magnitude 4.5 or more. (Not available in all countries.)
   - **Emergency Location Service**: Sends your location to emergency responders when you call or text an emergency number.
   - **Location Accuracy**: improves location accuracy for Maps and Find Hub.
   - **Google Location History**: clear saved location details and turn location history on or off.
   - **Google Location Sharing**: view who's sharing your location, change sharing duration, and stop sharing.
   - **Carrier location access**: improves carrier services and analytics.
   - **Wi-Fi scanning**: Allow or prevent apps and services from scanning for Wi-Fi networks at any time, even when Wi-Fi is off.
   - **Bluetooth scanning**: Allow or prevent apps and services from scanning for nearby Bluetooth devices at any time, even when Bluetooth is off.

Fix an issue

Issue: Location isn't working

After each step, check to see if the issue is fixed.

1. Turn location off and then on again.
2. Turn aeroplane mode on, wait 15-20 seconds, then turn it off again.
3. If you're using a case, remove it and check if GPS is working. The case might be obstructing the sensor.
4. Check if Battery Saver is on. To save power, when Battery Saver is on, your phone disables location services.
5. Turn your phone off and then on again.
6. Check for updates to the Maps app. After updating the app, restart your phone.
7. Clear the cache and data for the Maps app.
8. Use safe mode to see if apps you installed are causing the issue and uninstall as needed.

   If location works correctly in safe mode, a third-party app is probably causing the issue. A lot of apps use your phone's location. If these apps end up with corrupted files, it can affect your phone's location too.

Issue: Location isn't accurate

Turn accuracy on:

1. Go to **Settings** > **Location**.
2. tap **Location services** > **Location Accuracy**.
3. Turn **Improve location accuracy** on .

   When this setting is on, your phone uses GPS, Wi-Fi, mobile networks and sensors to get the most accurate location.

   When it's off, your phone uses only GPS to find location, which can be slower and less accurate.

Let your phone scan for nearby Wi-Fi networks or Bluetooth devices:

1. Go to **Settings** > **Location**.
2. Tap **Location services**.
3. Turn **Wi-Fi scanning** and **Bluetooth scanning** on .

Prepare for emergencies

Set up emergency information

You can set up emergency information for first responders or others to view from your lock screen, such as your emergency contact and medical information (blood type, allergies).

Add your emergency information

1. Go to **Settings** > **Safety & emergency**.
2. Set up your information.

Note: Anyone who picks up your phone can see your emergency info without unlocking your phone.

View your emergency information

Anyone who needs to view your information should:

1. From the lock screen:
   - Swipe up and tap **Emergency call** below the keypad.
   - Or, press and hold the **power** + **volume up** buttons, then tap **Emergency**.
2. Tap **View emergency info**.

Add message to lock screen

To add your name or a short message to your lock screen for anyone who finds your phone:

1. Go to **Settings** > **Home and lock screen** > **Lock screen**.
2. Tap **Text on the lock screen**.
3. Type the text to display and tap **Save**.

Tip: Don't put your mobile number as contact info on your lock screen unless you can access your voicemail from another device.

Send your location to emergency services

Not all carriers and countries support this feature.

If Android Emergency Location Service (ELS) works in your country and on your carrier's network and if you haven't turned off ELS, when you call or text an emergency number, ELS will send your location to authorised emergency responders to help them to locate you.

If ELS is off, your carrier might still send the phone's location during an emergency call. For more information, check with your carrier.

To turn ELS on or off:

1. Go to **Settings** > **Location** > **Location services**.

2. Touch **Emergency Location Service**.
3. Turn it on or off .

To learn more about ELS, read Google's help.

Turn emergency alerts off/on

Your phone can receive free alerts to inform you of public safety messages, threats to life and property (like extreme weather) and other emergencies.

When an emergency alert is sent out, ⚠ is displayed in the status bar. Touch the notification to read the alert.

You can turn most alerts on or off and adjust alert notification settings. Governmental alerts cannot be turned off.

Note: Because alerts are intended to save lives, please consider carefully before turning alerts off.

1. Go to **Settings**.
2. Touch **Safety & emergency** > **Wireless emergency alerts**.
3. Adjust settings as needed.

Visual assistance

Adjust colours if you are colour blind

Colour correction is an experimental feature and might not work correctly everywhere on your phone.

Turn the feature on

1. Go to **Settings** > **Accessibility** > **Colour and motion**.
2. Tap **Colour correction** and turn **Use colour correction** on .
3. To replace all screen colours with grey tones, choose **Greyscale**. Or, correct colours based on your vision:

How you see colours	Option to choose
It's difficult to tell violet from blue. Yellow and green appear redder.	Red-green (Green weak, deuteranomaly)
Colours aren't bright. Red, orange and yellow appear greener.	Red-green (Red weak, protanomaly)
It's difficult to tell yellow and red from pink. Blue appears greener.	Blue-yellow (Tritanomaly)

If colours don't appear as you expect, troubleshoot the issue.

Add a shortcut

To use an accessibility shortcut for quickly turning Colour correction on/off:

1. Go to **Settings** > **Accessibility** > **Colour and motion** > **Colour correction**.
2. Turn **Colour correction shortcut** on .
3. Tap **Colour correction shortcut** and choose one or more shortcuts:
   - For a shortcut on your Home screen, select **Accessibility button**.
   - To press and hold both volume buttons simultaneously, select **Volume keys**.

Use colour inversion

Colour inversion flips all colours on your screen, turning light screens dark and dark screens light. This affects everything on screen, including media and images. While it can make reading text easier (light text on a dark background), it can also make it harder to understand images and videos.

If you're using Dark theme to reduce eye strain when reading, you might encounter specific apps that don’t support it and still have a light background. Turn Colour inversion on to use those apps with a dark background. You can use quick settings or a shortcut to easily turn Colour inversion on and off.

Turn the feature on

1. Go to **Settings** > **Accessibility** > **Colour and motion**.
2. Tap **Colour inversion**.
3. Turn **Use colour inversion** on .

   is added to your quick settings so you can easily turn it off/on.

Add a shortcut

To use an accessibility shortcut as an alternative to the quick setting:

1. Go to **Settings** > **Accessibility** > **Colour and motion** > **Colour inversion**.
2. Turn **Colour inversion shortcut** on .
3. Tap **Colour inversion shortcut** and choose one or more shortcuts:
   - For a shortcut on your Home screen, select **Accessibility button**.
   - To press and hold both volume buttons simultaneously, select **Volume keys**.

Use it

Open quick settings and tap to turn it on/off.

Or, if you set up accessibility shortcuts, tap or press and hold both volume buttons.

Make screen extra dim

If the brightness slider in quick settings doesn't go low enough, you can set the screen to extra dim.

Set it up

1. Go to **Settings** > **Accessibility** > **Extra dim**.
2. Turn **Make screen extra dim** on .

   The first time you do this, Extra dim is added to quick settings.
3. Use the **Intensity** slider to dim the screen.
4. Optional: after you restart the phone, Extra dim will be turned off. To prevent this, turn on **Keep on after device restarts** .

Add a shortcut

To use an accessibility shortcut as an alternative to the quick setting:

1. Go to **Settings** > **Accessibility** > **Extra dim**.
2. Tap **Extra dim shortcut** and select the shortcuts to use:
   - For a shortcut on your Home screen, select **Accessibility button**.
   - To press and hold both volume buttons simultaneously, select **Volume keys**.

Use it

Open quick settings and tap to turn it on/off. Touch & hold to adjust intensity and other settings.

Or, if you set up accessibility shortcuts, tap or press and hold both volume buttons.

Bold all text

To change all text on the screen to bold for easier reading:

1. Go to **Settings** > **Accessibility** > **Display size and text**.
2. Turn **Bold text** on .

Magnify the screen

Turn the feature on

To set up the way to start (zoom in) and stop (zoom out) magnification:

1. Go to **Settings** > **Accessibility** > **Magnification**.
2. Turn **Magnification shortcut** on .

   The shortcut is added to your screen.
3. You can magnify the entire screen or you can use a magnifier that you can move around to zoom in on parts of the screen.

   To switch between methods, leave **Magnification type** set as **Switch between full and partial screen**.

   If you want to always magnify the entire screen, tap **Magnification type** and choose **Magnify full screen**.

   If you only want the magnifier box, tap **Magnification type** and choose **Magnify part of screen**.

Add a shortcut

To use gestures in addition to the shortcut:

1. Go to **Settings** > **Accessibility** > **Magnification**.
2. Tap **Magnification shortcut** and:
   - To press and hold both volume buttons simultaneously, select **Volume keys**.
   - To quickly tap the screen three times, select **Triple-tap screen**.

     Turning this on might make your phone feel slower. After you turn on magnification, single taps take slightly longer. This short delay lets your phone find out if your tap is part of a triple tap.

Use magnification

1. To start magnification, tap .

   You'll see an orange border around the screen.

2. Tap the area of the screen to magnify, then:
   - Drag two or more fingers to scroll.
   - Pinch two or more fingers to adjust zoom.
3. To change how magnification works, tap the screen to see , then:
   - To magnify part of the screen, tap to choose between a small , medium or large box.

     Then use to move the magnification area around the screen.
   - To magnify the whole screen, tap .

     If you don't see , change your settings to use **Switch between full and partial screen** for your **Magnification type**.
4. To turn magnification off, tap .

   The orange border disappears.

You can't zoom in on the keyboard or the buttons.

Fix an issue

If you open or close an app when zoomed in, your phone automatically zooms out. To zoom in again, use . Or, go to **Settings** > **Accessibility** > **Magnification** and turn **Keep on while switching apps** off .

Use TalkBack to read screens

Hear descriptions of everything you touch.

Set it up

1. Go to **Settings** > **Accessibility**.
2. Tap **TalkBack** and turn **Use TalkBack** on .
3. Tap **Settings** and set the options you want.

Add a shortcut

To add an accessibility shortcut for quickly turning TalkBack on/off:

1. Go to **Settings** > **Accessibility** > **TalkBack**.
2. Turn **TalkBack shortcut** on .
3. Tap **TalkBack shortcut** and choose one or more shortcuts:
   - For a shortcut on your Home screen, select **Accessibility button**.
   - To press and hold both volume buttons simultaneously, select **Volume keys**.

When TalkBack is on

To hear descriptions:

- Tap an item. Your phone speaks the name.

- Start typing. Your phone speaks each number or letter.
- Drag status bar down. Your phone speaks all of the notifications.
- Open a message, file or book. Your phone reads the text out loud.

To change readout volume:

- Press a Volume button to open volume settings, then use the slider to adjust the level.
- Or, during voice readout, repeatedly press one of the Volume buttons.

Stop readout

If you added the shortcut, tap or press and hold both volume buttons.

Or, turn TalkBack off:

1. go to **Settings** > **Accessibility**.
2. Tap **TalkBack** and turn **Use TalkBack** off.

Hear audio description of films and shows

For films and shows that support it, you can hear a description of what's happening onscreen.

1. Go to **Settings** > **Accessibility**.
2. Turn **Audio description** on or off.

More assistance

You can also:

- Use voice commands
- Dictate text instead of typing
- Set your phone to make confirmation sounds after you touch or unlock the screen
- Assign a ringtone for notifications from specific apps

Hearing assistance

About captions

There are 2 types of captions you can use:

- Live Captions – captions your phone creates in real time when it detects speech
- Closed captions - subtitles video creators and streaming services include with their videos

Turn captions off

Turn Live caption off

- Drag the caption box off the bottom of the screen.
- Or, go to **Settings** > **Accessibility** > **Live caption** and turn it off .

Remove Live caption icon from Volume control

If you don't use Live caption, you can remove the icon from Volume control to prevent unintentionally turning subtitles on. You can add it again any time.

1. Go to **Settings** > **Accessibility** > **Live caption**.
2. Turn **Live Caption in volume control** off .

If you turn **Live Caption in volume control** on , you can press a volume button then tap or to easily show and hide the caption box.

Turn off closed captions

1. Go to **Settings** > **Accessibility**.
2. Tap **Caption preferences** and turn **Show captions** off .

See captions

Turn closed captions on

To see closed captions or subtitles for video content that includes them:

1. Go to **Settings** > **Accessibility**.
2. Tap **Caption preferences** and turn **Show captions** on .
3. Specify options (language, text size and style) for captions.

When you play a video, you'll see its closed captions in the video frame.

Turn Live caption on

Live caption automatically generates real-time subtitles (captions) on your screen for audio or video content playing. Use it to:

- Watch videos without disturbing others
- Understand content in noisy environments
- Understand content if you have hearing impairments

To turn it on:

1. Go to **Settings** > **Accessibility** > **Live caption** and enable it.
2. Set your preferences for:
   - Caption language
   - Profanity
   - Sound labels (laughter, applause, music)
3. If you want to toggle captions off and on from the volume buttons, turn **Live Caption in volume control** on.

When Live caption detects speech, it generates captions and shows them in the caption box.

Live caption increases battery use. When your battery gets low and Battery Saver is on, Live caption automatically turns off.

Live caption isn't intended for calls with more than one other person, may not be available for some media and calling apps, and doesn't work on music.

Quickly toggle Live caption on/off

To pause captions, press a volume button then tap .

To restart them, press a volume button and tap .

Move or resize the caption box

To move the caption box, press and hold the box, then drag it to a new position.

To resize the caption box, double-tap the box to toggle between larger and smaller sizes. To make it even bigger, drag the resize bar.

Change languages or what gets captioned

To adjust caption settings:

1. Tap the caption box.
2. To change the language, tap the current language setting. Tap + to add a language.
3. To adjust other settings, tap . Then, tap and choose what to hide or show:
   - Profanity
   - Sound labels (laughter, applause, music)

Or, go to **Settings** > **Accessibility** > **Live caption**.

Use hearing devices

To stream phone audio directly to your hearing device, pair it with your phone. Add a Hearing device shortcut to quickly connect, disconnect or adjust hearing aid settings, depending on your environment.

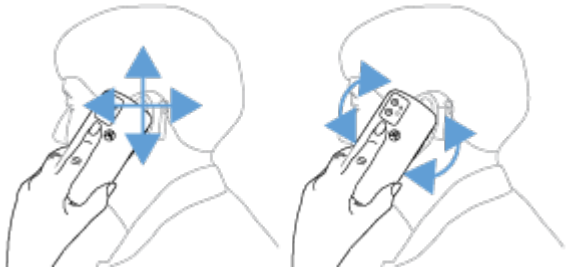
1. Turn the hearing aids or other devices on, then follow the manufacturer's instructions to set them to pairing mode.
2. Tap **Settings** > **Accessibility** > **Hearing devices**.
3. Tap + to put the phone in pairing mode.
4. Select your hearing aid from the list of available devices.
   - If you don't see your hearing aid in the list, tap **See more devices**.
   - For two hearing aids, connect the first one, then once connected, tap the second hearing aid in the list of available devices. After both are paired, you'll see 'Active, left and right'.
5. Tap **Hearing device shortcut**, then select one or more shortcuts:
   - **Quick Settings**: swipe down twice from the top of the screen and tap Hearing devices.
   - **Accessibility button**: add a button to your Home screen and tap it to connect/disconnect your hearing aid.
   - **Accessibility gesture**: swipe up with two fingers from the bottom of your Home screen to control your hearing aid.
   - **Volume keys**: press and hold Volume up and down at the same time to control your hearing aid.

Now you'll receive phone audio through your hearing aids.

To disconnect, reconnect or adjust settings for your hearing aids, use the Hearing device shortcut you set up.

When your hearing device isn't paired

If you don't want to pair your hearing device with your phone and want to listen to audio through the phone's receiver, during a call, hold the phone to your ear, then rotate or move it to get the best position for speaking and listening.



Use mono audio or adjust the left/right balance

1. Go to **Settings** > **Accessibility** > **Audio adjustment**.
2. To combine channels when playing audio, turn **Mono audio** on .
3. To adjust the left/right balance, drag the slider.

Use real-time text (RTT) during calls

Not all carriers support this feature.

Real-time text (RTT) lets you use text to communicate during a phone call. Your phone sends text as you type and the recipient can read your message while you write.

RTT:

- Uses call minutes, just like a voice call
- Doesn't require additional accessories

Turn RTT on

1. Tap .
2. Tap > **Settings** > **Accessibility**.
3. Tap the real-time text option and turn it on or select when you want it to appear.

Make a call with RTT

1. Tap .
2. Call the number.

   While the phone rings, the other person's screen displays an RTT indicator.
3. After the other person answers, enter a message in the text field.

   The text that you enter is visible to the other person as you type.
4. During a call, you can tap to mute the call, turn on the speaker, return to the keypad or add a call.
5. To end the call, tap .

Set up TTY device

Not all carriers support this feature.

For text-based communication, you can use text messaging and email.

If you prefer to connect to a TTY device:

1. Tap .
2. Tap > **Settings** > **Accessibility** > **TTY mode**.
3. Select a mode:
   - **TTY full**: type and read text on your TTY device.
   - **TTY HCO**: type text on your TTY and listen to voice replies on your phone.
   - **TTY VCO**: speak into your phone and read text replies on your TTY.
4. Connect your phone and TTY with the audio cord that came with your TTY.

Dexterity assistance

Change timing controls

If you need more time to respond to a notification or messages that are visible only temporarily, you can adjust the time before they disappear:

1. Go to **Settings** > **Accessibility**.
2. Tap **Timing controls**.
3. Adjust settings:
   - You can adjust the amount of time before your touch/tap on the screen becomes touch & hold. If you find that you accidentally touch & hold when you intend to tap, choose a longer delay. Use **Touch & hold delay** to select short, medium or long delay.
   - If messages that ask you to take action are disappearing too quickly, tap **Time to take action** and choose a longer time. Not all apps support this setting.
   - If you're using a connected mouse, you can set the cursor to click automatically when the cursor stops moving for an amount of time. Tap **Auto-click (dwell timing)** and select the amount of time.

Use external switch or keyboard

If you’re unable to use a touchscreen, Switch Access lets you control the phone using external switches or keyboard keys to select items, scroll, enter text and more.

To use Switch Access, you must have one of the following:

- **An external switch.** USB or Bluetooth switch devices send keystroke signals to your phone.
- **An external keyboard.** Standard USB or Bluetooth keyboards can work as switch devices by assigning one or more keys to actions.

Setup Switch Access

1. Go to **Settings** > **Accessibility**.
2. Tap **Switch Access**.
3. Turn **Use switch access** on .
4. Follow the onscreen instructions to select:
   - Number of switches
   - Face gesture settings
   - Scanning options
   - Switch assignments

To adjust options for Switch Access later, go to **Settings** > **Accessibility** > **Switch Access** > **Settings**.

Use Switch Access

1. Connect the external device to your phone by pairing with Bluetooth or using USB. See the manufacturer's instructions for details.

2. Press the assigned switch or key to scan and highlight items on the screen or to select highlighted items.

Use accessibility shortcuts

About accessibility shortcuts

Shortcut: essential controls for your phone

The accessibility menu gives quick access to essential features on your phone.

Shortcut: accessibility features

Easily turn accessibility features on/off from any screen. For each feature you're using, you can:

- Add a button to the screen. The button fades when not in use.

  If you set up multiple buttons, they display as a group; drag to reposition the group around the sides of the screen.

  If you're using gesture navigation, you can set up a gesture instead of buttons.
- Set your phone so that you press both volume buttons to turn the feature on/off.

  If you set this up for multiple accessibility features, you'll see a list of those features when you press both volume buttons.

Use accessibility menu of essential controls

Open a large menu where you can:

- Call your assistant
- Open accessibility settings
- Lock or turn off the phone
- Adjust volume
- Adjust brightness
- See recent apps to return to one
- Take a screenshot
- Open quick settings

Turn the feature on

1. Go to **Settings** > **Accessibility**.
2. Tap **Accessibility Menu**.
3. Turn **Accessibility menu shortcut** on .
4. To increase the size of the buttons on this menu, tap **Settings**, then turn **Large buttons** on .

Use it

If you're using gesture navigation:

1. Use two fingers to swipe up from the bottom of the screen.

2. Choose an option from the menu.

If you're using 3-button navigation:

1. At the bottom of the screen, tap .
2. Choose an option from the menu.

Manage accessibility buttons

For each accessibility feature you're using, you can add a button to the screen to quickly turn the feature on/off.

Add buttons

When you turn on an accessibility feature in **Settings** > **Accessibility**, if the feature supports shortcuts, you'll see a switch to turn on the shortcut. Tap the switch's name to see options for adding the button and assigning the feature to the volume buttons.

Change button size and transparency

This setting applies to the shortcuts for all accessibility features.

1. Go to **Settings** > **Accessibility** > **Accessibility shortcuts**.
2. If you're using 3-button navigation, tap **Accessibility button**.

   If you're using gesture navigation, tap **Accessibility button & gesture**.
3. Adjust how the buttons look and work:
   - Tap **Size** and choose **Large** or **Small**.
   - To keep the buttons always visible, turn **Fade when not in use** off .
   - To make the buttons more or less transparent, drag the **Transparency when not in use** slider.

Gesture navigation: choose between buttons and gesture

If you're using gesture navigation, you can choose between using a gesture or a button for accessibility shortcuts. This setting applies to the shortcuts for all accessibility features.

1. Go to **Settings** > **Accessibility** > **Accessibility shortcuts**.
2. Tap **Accessibility button & gesture**.
3. Tap **Use button or gesture** and select which to use.

Press the volume buttons for accessibility features

You can press and hold the volume buttons to turn accessibility features on/off.

Set it up

1. When you turn on an accessibility feature in **Settings** > **Accessibility**, if the feature supports shortcuts, you'll see a switch to turn on the shortcut. Tap the switch's name to see the option for using the volume button gesture as the shortcut.
2. If you've assigned two or more accessibility features to the volume buttons, you can add more shortcuts with the gesture. Press and hold both volume buttons, then tap **Edit shortcuts** to select from a list of all accessibility features.

Use the shortcut

Press and hold the Volume up and down buttons at the same time for three seconds.

If you have assigned multiple accessibility features, you'll see a list. Tap a feature to it turn on/off.

Find assistive technologies

Motorola phones are tested with assistive technologies (AT) including TalkBack, Magnification, Voice Access, and Switch Access.

You can also explore accessibility features for other devices like tablets, smart TVs and wearables at gari.info - a helpful resource for finding tech that works for you.

When you're browsing apps to download in the Play Store, you can check what assistive technologies they support:

1. Check the ‘About this app’ section. Some apps include tags that identify their AT support.
2. Tap a tag to discover other apps that offer similar support.

The phone is slow or unstable

If **a certain app is slow**, try these app-specific troubleshooting steps.

If your phone is slow **when viewing online content**, it could be an issue with your connection. If you're on Wi-Fi, use a different Wi-Fi network, switch to mobile data or contact your Internet service provider. If you're using a mobile connection, switch to Wi-Fi.

If **all apps are slow**, it's probably an issue with your phone, not an app on your phone. Try these troubleshooting steps. After each step, check to see if the issue has been fixed:

1. Turn your phone off and then on again.
   - If your phone is frozen, reboot it by pressing and holding the Power button for 7–10 seconds.
2. Check for system updates.
3. Check for app updates.

   Open the Play Store app and touch your profile icon M > **Manage apps and device**.
4. Check available storage and clear space if needed.
5. Reset device settings to remove any unnecessary cached data or corrupted system files. Note that this resets Battery, Display and Storage settings, so any changes you made to those settings will be undone. Update those settings after reset as needed.

Phone feels warm or hot

Overview

It's normal for your phone to feel warm, or even hot, depending on how you're using it.

If your phone gets hot, it will slow charging, reduce brightness, and limit other functions until it cools down, or automatically shut off if it gets too hot.

If your phone is too hot to touch, use a different phone, tablet or computer to contact Motorola support.

Reasons your phone may get warm

- Playing graphics-intensive games in high performance mode for an extended period
- Using GPS navigation
- Tethering or using your phone as a Wi-Fi hotspot
- Using your phone while it's charging
- Fast charging with a high-wattage or wireless charger
- Downloading or uploading large amounts of data, such as during initial setup when copying data from your old phone, backing up or restoring data, or downloading and updating multiple apps
- Taking multiple photos or recording high-resolution videos for an extended time
- Using your phone in areas with weak signals for an extended period

Ways to prevent your phone from heating up

- Pause resource-intensive features or apps until your phone cools down
- Use the charger that came with your phone, or a charger that is compatible with your phone
- Keep your phone away from direct heat sources such as electric blankets, heaters, hot air vents or excessive sunlight
- Don't charge or use your phone in enclosed or poorly ventilated places, such as on a pillow or blanket, where heat can quickly accumulate
- Lower your phone's display brightness

If you're not using or charging it

Sometimes a process can get stuck in the background. If your phone is hot but you're not using or charging it, turn your phone off and on again. This will stop the previously stuck process and resolve the issue.

Phone won't turn on

If your phone isn't starting, has a black or blank screen or turns on but immediately turns off, try these steps to fix the issue.

1. Press and hold the Power button for 5-7 seconds or up to 30 seconds.

   This restarts (reboots) your phone.

2. Charge the phone.

   If your phone has a sign-of-life indicator, look for a white light near the top front of the phone. This indicates that the phone is charging but battery is too low to power the screen.

   If you're having problems charging, try these troubleshooting steps.

3. If you don't see a battery icon after you plug your phone in to charge, the issue could be with your screen. Check if your phone rings by calling it from another phone. If it rings, the issue is with your screen and you can try these troubleshooting steps.

4. Perform an external phone reset. Learn how.

5. If you have a Windows PC, download Software Fix to your PC and try reinstalling the phone's system software.

Phone restarts or crashes

If your phone randomly reboots, restarts or shuts down without restarting, try the following.

1. Restart your phone:
   a. Hold down the Power button for about 30 seconds.
   b. If this doesn't work, charge your phone for at least 5 minutes. Then, while connected to the charger, restart by holding down the power button for 30 seconds.
2. Troubleshoot your phone:
   a. Check if a software update is available for your phone.
   b. Check available storage and clear space if needed.

      You may see issues if your phone's internal storage is almost full. To free up space, remove unnecessary files and clear cached data.
3. Troubleshoot your apps:
   a. Check for app updates.
   b. Use safe mode to see if apps you installed are causing the issue and uninstall as needed.

      If your problem doesn't go away in safe mode, restart your phone and continue to the next section.
4. Reset to factory settings:

   To remove any processes on your phone that may be causing the issue, you can reset your phone to factory settings.

   A factory data reset will remove all data from your phone.
5. If you have a Windows PC, download Software Fix to your PC and try reinstalling the phone's system software.

Screen is frozen or won't respond

Tip: If your screen goes black when the phone rings so you can't answer the call, clear data for the Phone app.

If your screen lags or blurs motion between actions, increase your refresh rate.

If your phone freezes, stops responding or is stuck on a blank or white screen, try the following:

1. Restart your phone. Hold down the Power button for about 30 seconds.
2. If this doesn't work, charge your phone for at least 5 minutes. Then, while connected to the charger, restart by holding down the power button for 30 seconds.

If your phone freezes again, check for a larger issue:

1. Restart your phone to unfreeze it.
2. Check if a software update is available for your phone.
3. Check available storage and clear space if needed.

   You may see issues if your phone's internal storage is almost full. To free up space, remove unnecessary files and clear cached data.
4. Check for app updates.

If you can't unfreeze the phone, reset your phone to factory settings to remove any processes that may be causing the issue.

A factory data reset will remove all data from your phone.

Screen displays wrong colours

Everything is greyscale, black and white

Go to **Settings** > **Digital Wellbeing & parental controls** > **Bedtime mode** > **Customise** > **Screen options at bedtime** and turn **Greyscale** off.

Everything is negative, reversed colours

Go to **Settings** > **Accessibility** > **Colour inversion** and turn it off.

Learn more.

Tones, hues are different or missing

- If the screen shows warmer tones than usual, check quick settings. If **Night light** is on, turn it off.
- If certain colours appear diminished or their hues are different, go to **Settings** > **Accessibility** > **Colour correction** and turn **Use colour correction** off.

Background turned dark/light

Go to **Settings** > **Display** and turn **Dark theme** off.

Screen brightness automatically too dim or bright

Adaptive brightness uses the ambient light sensor and machine learning to adjust your display brightness automatically. When you change the brightness slider, your phone learns your preferred levels for various lighting environments. Ideally, you'll need to use the slider less and less.

If Adaptive brightness stops working as desired, you can reset it to retrain the system.

1. Go to **Settings** > **Apps** > **See all # apps**.
2. Tap > **Show system apps**.
3. Search for 'Device Health Services' then tap **Device Health Services**.
4. Tap **Storage & cache** > **Clear storage** > **Reset adaptive brightness**.

If you prefer to manually adjust brightness, go to **Settings** > **Display** > **Adaptive brightness** and turn **Use adaptive brightness** off .

If Battery Saver is on, the screen dims when the battery gets low.

Troubleshoot issues with calls

Select the statement that best describes your issue:

- Can't make calls
- Can't answer calls
- Phone doesn't ring
- People can't hear me
- Can't hear calls
- Don't get calls/texts
- Screen goes black
- Calls drop

Can't make calls

After each troubleshooting step, check to see if your issue is fixed.

Phone app icon is missing

If has disappeared from your home screen, you just need to add a shortcut for the Phone app.

SIM card not recognised

If you see or in the status bar or a message that the SIM is not recognised:

1. Turn your phone off and then on again.

   Press the **power** + **volume up** buttons simultaneously, then touch **Restart** to establish a new connection with the network.

2. Do one of the following:

   - If you're using a physical SIM card, turn your phone off, then remove and reinsert the SIM.
   - If you're using an eSIM, reset the eSIM and then set it up again.

3. Contact your carrier to make sure your account is set up properly.
4. Ask your carrier to replace the SIM card.
5. Perform an external phone reset.

No network signal

If you're having network issues:

1. If you usually have a signal but the status bar shows in your current location, move to another area where you can receive a signal, such as outside. If you're uncertain whether your carrier provides service in that location, check the coverage map on your carrier's website.
2. If aeroplane mode is on, turn it off.
3. Turn your phone off and then on again.
4. Check for app updates.
5. Check if a software update is available for your phone.
6. Remove your SIM card and reinsert.
7. Use safe mode to see if apps you installed are causing the issue and uninstall as needed.
8. Reset the phone.

Have signal, but can’t make calls

1. Turn your phone off and then on again.

   Press and hold the **power** + **volume up** buttons simultaneously, then touch **Restart** to establish a new connection with the network.

2. Clear the cache for the Phone app.

3. Use safe mode to see if apps that you installed are causing the issue and uninstall as needed.
4. Check if a software update is available for your phone.
5. Reset the phone.

Consistently busy signal

Outbound calls

1. If you hear a fast busy signal when you call a number, all cellular circuits may be in use, preventing the call from going through. Try calling again later.
2. If you hear a fast busy signal every time you call the same number, your number may be blocked by an app. Try calling from a different number.

Incoming calls

If you have a signal and can make calls but callers tell you they consistently get a busy signal when calling you, check that you haven't blocked their numbers.

Can't answer or the phone doesn't ring

After each troubleshooting step, check to see if your issue is fixed.

Phone doesn't ring or ring loud enough

1. Check your volume setting.
2. Check if you're in a mode that's silencing interruptions:
   - Open quick settings and tap **Modes**. If any modes are on, tap to turn them off. Your phone will ring for incoming calls.
   - If you want to keep a mode turned on, check its settings for a schedule that's turning it on automatically, and its Notification filters to manage who or what can interrupt.
3. Check that your ringtone is not set to **None**.
4. Is your phone connected with a Bluetooth device? If so, all audio is routed to the Bluetooth device.
5. If you're using a ringtone that you installed, try using a ringtone that came with the phone.
6. Use safe mode to see if apps you installed are causing the issue and uninstall as needed. Begin with application types like launchers, task killers or anti-virus apps.

Can't answer ringing phone

1. Clear the data for the Phone app.

   Touch & hold , then touch > **Storage & cache** > **Clear storage**.

Consistently busy signal

Outbound calls

1. If you hear a fast busy signal when you call a number, all cellular circuits may be in use, preventing the call from going through. Try calling again later.
2. If you hear a fast busy signal every time you call the same number, your number may be blocked by an app. Try calling from a different number.

Incoming calls

If you have a signal and can make calls but callers tell you they consistently get a busy signal when calling you, check that you haven't blocked their numbers.

Don't get calls/texts

1. If aeroplane mode is on, turn it off.
2. Turn your phone off and then on again.
3. Check for updates to your phone and messaging app.
4. Check if a software update is available for your phone.

Calls go to voicemail

Check your **Do Not Disturb** settings:

1. Check if you're in a mode that's silencing interruptions:
   - Open quick settings and tap **Modes**. If any modes are on, tap to turn them off. Your phone will ring for incoming calls instead of sending them directly to voicemail.
   - If you want to keep a mode turned on, check its Notification filters to manage whose calls can interrupt instead of being sent to voicemail.
2. You can start Do Not Disturb by placing your phone face down on a surface. If you don't want to send calls to voicemail when your phone is face down, go to **Settings** > **Gestures** > **Flip for Do Not Disturb** and turn it off .

Issues during calls

After each troubleshooting step, check to see if your issue is fixed.

Screen goes black

1. If you are using a case, cover or screen protector, remove it and see if it was causing the issue.
2. Check your proximity sensor.

   Make a call and place the phone on a table (don't use speaker mode), then hold your hand over the proximity sensor to see if you can turn the screen off and on.
3. Use safe mode to see if apps that you installed are causing the issue and uninstall as needed.

Calls are dropping

1. Check your signal strength:
   - Weak signal from your mobile provider is a common cause of dropped calls. In the status bar, see how many bars your network connection has. If you see only one or two bars, change locations to improve your signal strength, particularly if you are indoors.
2. Turn your phone off and then on again.

   Press and hold the **power** + **volume up** buttons simultaneously, then touch **Power off**. Then turn it on to establish a new connection with the network.
3. During a call, check that the proximity sensor works by covering it to confirm that it turns off your screen, preventing accidental touches during calls. You can also download an app to automatically lock your screen during calls; search for ‘call screen lock’ on Play Store.
4. Use safe mode to see if apps that you installed are causing the issue and uninstall as needed.
5. Check if a software update is available for your phone.
6. Reset the phone.

People can't hear me

People can't hear me on calls

1. Check that nothing is covering the microphone:
   - If you are using a case, cover or screen protector, remove it and see if it was causing the issue.
   - Check that the protective film that was shipped with the phone has been removed.
2. Check to see if your phone is using Voice privacy. (This feature is not available on all models.) Turn it off to see if sound quality improves:

   a. Tap .

   b. Tap > **Settings** > **Calls**.
3. If the issue occurs while using the speakerphone or a Bluetooth headset, check your signal strength.

   In the status bar, see how many bars your network connection has. If you see only one or two bars, change locations to improve your signal strength, particularly if you are indoors.

4. Turn your phone off and then on again.

   Press and hold the **power** + **volume up** buttons simultaneously, then tap **Restart** to establish a new connection with the network.

5. Check if a software update is available for your phone.
6. Turn off Voice Match.

   a. Open the Google app.

   b. Tap your profile icon > **Settings** > **Assistant** > **Voice Match**.

   c. Turn **Hey Google** off .

   Saying 'OK, Google' won't work from all screens, but you can tap the search widget first, then say 'OK, Google'.

7. Use safe mode to see if apps that you installed are causing the issue and uninstall as needed.
8. Reset the phone.

People can't hear me on apps like Meet or WhatsApp

1. Force stop the app. This completely shuts down the app, including any background services that may be causing your issue.
2. check for updates to the app.
3. Turn your phone off and then on again.
4. Clear the app's cache.

Poor sound quality on calls

Start by checking your volume (**Settings** > **Sound & vibration** > **Call volume**).

How are you listening to the call?

Wired headset

1. Make sure the headset is inserted completely into the headset jack.
2. If you are using a case or cover, remove it and re-insert the headset to see if it was interfering.
3. Try a different headset to determine if the issue is with the original headset.

Earpiece

1. Check that nothing is covering the microphone:
   - If you are using a case, cover or screen protector, remove it and see if it was causing the issue.
   - If the phone was delivered with a protective plastic film, remove the film.
2. While in a call, try using the speakerphone or a wired headset to see if the sound quality improves. If it doesn't, the issue is probably network signal strength instead of hardware.
3. Turn your phone off and then on again.

   Press and hold the **power** + **volume up** buttons simultaneously, then tap **Restart** to establish a new connection with the network.

4. Use safe mode to see if apps that you installed are causing the issue and uninstall as needed.

5. Check if a software update is available for your phone.
6. Reset the phone.

Connected Bluetooth device

Check the battery level of the Bluetooth device and phone, and charge if necessary. Paired Bluetooth devices may disconnect or create noise when the phone or Bluetooth battery are low.

Charging issues

Try these troubleshooting steps. After each step, check to see if your issue is fixed.

1. Make sure that the USB plug fits securely into the phone.
2. If the battery is completely depleted, connect the charger and wait about 10 minutes until it has enough voltage to charge, then press the Power button.
3. If you're charging by connecting to a wall outlet:
   - If the outlet is controlled with a switch, check that it is turned on.
   - Use the charger that came with the phone, or a charger that is compatible with your phone.
   - Remove any cases to see if they are impeding the charger/port connection.
   - Inspect the charger for damage to the wire or plug. If you see damage, try charging by connecting to your computer with a USB cable.
   - Check the outlet for damage or loose parts. If you see damage, try another outlet.
4. If you're charging by connecting to your computer, check the USB connection:
   a. Swipe the status bar down.
   b. On the USB notification, tap ⌄, then tap the notification.
   c. Tap **No data transfer**.
5. Reboot the phone by holding the Power button for 7–10 seconds.
6. Reset the phone.

Phone gets hot while charging

The TurboPower charger, which provides efficient, rapid charging can cause the battery to heat up, which is normal. If the battery reaches 111 degrees (F), the charging rate slows down. Once the battery cools down, the charger begins rapid charging again.

You can turn off Charge boost to prevent your phone from heating up while charging.

TurboPower charging not working

When the battery is below 78%, the TurboPower charger charges rapidly. When the battery is at 78% or higher, it charges at regular speed.

If your battery is below 78% and isn't charging rapidly, disconnect your phone from the charger and plug it back in again. Also, check that Charge boost is turned on.

Battery drains too fast

Battery life varies

The way you use your phone can really affect how long you can go before recharging your battery. Navigating, playing games, browsing the web, making calls and texting all require energy. So your battery life may vary day to day, depending on what you're doing.

If your battery is draining faster than expected

If your battery life seems shorter than usual, a quick and easy step is to reboot your phone, especially if you haven't turned it off in over a week.

1. Press and hold the **power on** + **Volume up** buttons simultaneously.
2. Tap **Restart**.
3. Plug your phone in and charge it normally.

Tips:

- Adjust settings to extend your battery life
- Check your phone's battery health

Bluetooth issues

Bluetooth turning on automatically

After each step, check to see if your issue is fixed:

1. When Bluetooth is off, your phone can still scan and automatically connect to a previously paired device. To prevent this, turn off Bluetooth scanning.
2. Some third-party apps that control Bluetooth devices (smart watches, fitness and vehicle monitors etc.) automatically turn Bluetooth on. If they do, this can prevent you from turning Bluetooth off.

   To check if a third-party app that you installed is automatically turning Bluetooth on, use safe mode to identify the problematic app, then uninstall it.

Can't pair

After each step, check to see if your issue is fixed:

1. First, check the basics.
2. Make sure that the phone and Bluetooth device are in discovery mode.
3. Refresh the available devices list:
   a. Go to **Settings** > **Connected devices**.
   b. Touch **Pair new device**.
4. Check if a software update is available for your phone.
5. If you're having trouble pairing with your car, see the car manufacturer's instructions for your model.
6. Reset the phone's connections, then power cycle the phone.

Can't reconnect previously paired device

Unpair the Bluetooth device, then pair it again:

1. Go to **Settings** > **Connected devices**.
2. Next to the paired device, tap ⚙ > **FORGET**.
3. Pair the device again.

Can't hear music

After each step, check to see if your issue is fixed:

1. First, check the basics.
2. Check that the volume is up on your phone, car or Bluetooth device.
3. Check that other devices paired with your phone aren't playing the music.

4. Check that **Media audio** is on:
   a. Go to **Settings** > **Connected devices**.
   b. Next to the paired device, touch ⚙.
   c. Make sure **Media audio** is ticked.
5. If the problem is with a car, check the car's instructions.

Can't make or hear on calls

After each step, check to see if your issue is fixed:

1. Check that other devices paired with your phone aren't receiving your calls.
2. Check that **Phone audio** is on:
   a. Go to **Settings** > **Connected devices**.
   b. Next to the paired device, touch ⚙.
   c. Make sure **Phone audio** is ticked.
3. If the problem is with a car, check the car's instructions.

Connection drops

After each step, check to see if your issue is fixed:

1. Check battery level on your phone and on the Bluetooth device and charge if needed. Bluetooth devices may disconnect or create noise when the phone or Bluetooth battery is low.
2. Adjust positioning:
   - Make sure you are wearing or positioning the device appropriately.
   - Keep metal objects such as keys or coins away from the phone and device to avoid interference.
3. Clear data for this system app:
   a. Go to **Settings** > **Apps**, then touch **See all # apps**.
   b. Tap ⋮ > **Show system apps**.
   c. tap **Bluetooth** > **Storage & cache** > **Clear storage**.

Paired device can't see contacts

Check that contact sharing is on:

1. Go to **Settings** > **Connected devices**.
2. Next to the paired device, touch ⚙.
3. Make sure **Contact sharing** is on.
4. Check and adjust sharing settings on the paired device or in the device's app.

Fix it: check the basics

After each step, see if your issue is fixed:

1. Check battery level on your phone and Bluetooth device, and charge if either is low.
2. Keep the phone and Bluetooth device within 30 feet of each other, and closer for better performance.
3. On your phone, turn Bluetooth off and then on again.
4. Turn off the Bluetooth device to disconnect it, then turn it back on to automatically reconnect with the phone.
5. Power cycle both your phone and the Bluetooth device.

If that doesn't fix it, follow the steps for specific problems in the sections above.

Wi-Fi issues

After each troubleshooting step, check to see if the issue is fixed.

Can't connect to a network

1. When you enter the password to connect:
   - Get the password from the Wi-Fi router and make sure you enter it correctly on your phone.
   - If the **Connect** button is greyed out, the password you entered isn’t long enough. Confirm the router’s password and re-enter it on your phone.
2. Check if a software update is available for your phone.
3. Check that the Wi-Fi router firmware is up to date.
4. Reset the phone's network connections.
5. Reset the phone.

Connection drops

After each troubleshooting step, check to see if the issue is fixed.

1. Turn off Wi-Fi scanning.
2. Remove the network connection. Then set up the Wi-Fi connection again.
3. Check if a software update is available for your phone.
4. Restart your wireless router by unplugging it from the power outlet for about 30 seconds and then plugging it back in. Once the wireless router is running again, try to reconnect.
5. On a computer, log into your router and try adjusting one or more of these router settings:
   - If the router has multiple bands, disable the lower band.
   - Change the encryption/security setting of the SSID from WPA-password to WPA-PSK.
   - Don't use automatic channel selection. Instead, assign a fixed channel, such as Channel 6.
6. Reset the phone's connections.

Hotspot problems

If you can't turn your hotspot on, check that:

- mobile data is on.
- Data Saver is turned off.

If you can't connect a computer or tablet to your phone's Wi-Fi hotspot:

1. The mobile network for your phone may not be in range. Check the signal icon in your status bar to ensure you have strong connection. If not, try these troubleshooting steps.
2. Re-enter the password on the device to match the hotspot password set up on your phone. Make sure that the encryption type and security settings match on the device and your phone.

3. Disconnect and then reconnect:
    a. Turn off the connection from your device.
    b. Turn off the phone's hotspot.
    c. Restart your device.
    d. Wait for 1 minute, then turn on and enable the hotspot on your phone.
    e. Reconnect the device.

If you've connected a computer or tablet but can't access certain websites:

1. Power cycle your computer or tablet.
2. Make sure the browser version is up to date.

Can't transfer files or connect USB to computer

If you're having problems using a USB connection to connect your phone to your computer, try these troubleshooting steps.

Check your USB connection

- On your phone, check that your USB connection is set to File transfer mode.
- Try a different USB cable. Not all USB cables can transfer files.
- If your phone detects moisture in the USB port, which can occur in high-humidity environments or if the phone comes in contact with water, unplug the phone, wipe it dry and gently shake it about 10 times with the USB port facing downward to remove moisture. Place it on a cloth to air dry or use a fan to help dry it faster.
- To test the USB port on your phone, connect your phone to a different computer.
- To test the USB port on your computer, connect a different device to your computer.
- To connect your phone to a car, projector or other device, refer to the user manual that came with the device.

Check your computer

Windows PC

1. On your PC, check that **Settings** > **Advanced system settings** > **Hardware** tab > **Device installation settings** is set to automatically detect and install drivers for new devices.
2. Restart your PC.

Mac computer

1. Check that your computer is running Mac OS X 10.5 or later.
2. Check that your computer has Android File Transfer installed and open it.
3. Restart your computer.

Check your phone

1. Check if a software update is available for your phone.
2. Turn your phone off and then on again.

   Press and hold the **Power** and **Volume up** buttons simultaneously, then tap **Restart**.

Forgot the unlock code

Forgot your phone's PIN/password/pattern?

If you don't remember how to unlock your phone, you'll need to reset the phone and set up your information again:

1. Make sure you know your Gmail address and password, which you'll need when setting up the phone again. If you've forgotten them, use Google's website to retrieve them.
2. Perform an external reset of your phone.
3. Set up your phone again and add a new screen lock.

Forgot your Secure folder's PIN/password/pattern?

If you don't remember how to unlock your Secure folder, you'll need to delete the folder and set it up again.

1. Go to **Settings** > **Security and privacy** > **More security and privacy**.
2. Tap **Secure folder**.
3. Tap **Delete secure folder**.
4. Unlock your phone (use your fingerprint or the PIN/password/pattern for your phone).
5. Confirm the deletion.

   This deletes all apps and files from the folder. If the app was **only** in your Secure folder, you'll need to reinstall the app.

Can't sign in to Google

If you've forgotten the Gmail address and password for your Google account:

1. Visit Google's website to reset the password.
2. On a computer, log in to Gmail and confirm that the new password works.
3. Wait 24 hours after changing your password before resetting your device. For security, you can't use an account to set up a phone after reset if that password changed within 24 hours.

Account sync issues

If your account is having problems syncing, you may see a message or an icon.

In most cases, these issues are temporary and your account will sync again after a few minutes. If you keep having sync issues, try the solutions below.

Sync account manually

1. Go to **Settings** > **Passwords, passkeys & accounts**.
2. Touch the account to sync.
3. Touch **Account sync**.

If your phone syncs, your issue is fixed. If not, try the troubleshooting solutions below.

Basic troubleshooting

After each troubleshooting step, try manually syncing to test if sync works.

1. Check that auto-sync is on.
   a. Go to **Settings** > **Passwords, passkeys & accounts**.
   b. Touch the account.

      by the account name means that some or all of the account's information is configured to auto-sync.

      by the account name means that the account will not auto-sync.
2. Make sure your Internet connection works.

   For sync to work, you need an Internet connection. To test if your connection is working, open a browser and load a website. If the website doesn't load, get help connecting to Wi-Fi or to mobile data.
3. Check if you have account issues.

   For sync to work, you must be able to sign in to your Google account. Make sure that you can sign in to your account in other ways and on another device. For example, try checking your Gmail with your computer's browser.

   - If you can sign in, the issue is with your phone. Move on to the next solution.
   - If you can't sign in, your account may have an issue.
4. Check if a software update is available for your phone.

Advanced troubleshooting

After each troubleshooting step, try manually syncing to test if sync works.

1. Remove and re-add your account.

2. Clear the cache and data for the Contacts app.
   a. If you've saved any contacts since you last synced, back them up. Open the **Contacts** app, then tap **Organize** > **Export**. Then export to a VCF file and email the file to yourself.
   b. Clear the cache and data for the Contacts app.
   c. Download the VCF file that you emailed to yourself, then import those contacts (**Contacts** app > **Organize** > **Import**).

App or widget issues

App or widget missing from Home screen

If a widget disappeared from your home screen, then add the widget by touching and holding an empty spot on your home screen.

If an app disappeared from your home screen, the shortcut for opening the app was removed and you just need to add a shortcut.

If an app disappeared from your list of all apps, you need to reinstall it.

App icons being replaced in favourites

If the apps in your favourites tray are being replaced by apps you haven't selected and you don't want them to change, turn off app suggestions.

App crashes, won’t open or isn’t working

After each step, check to see if the issue is fixed:

1. Turn your phone off and then on again.

   Press and hold the **Power** and **Volume up** buttons simultaneously, then tap **Restart**.

2. Check that you have not disabled permissions for the app. If any permissions are turned off, turn them on and try using the app again.
3. Update the app.
4. Force stop the app. This completely shuts down the app, including any background services that may be causing your issue.
5. Clear the app’s cache. This frees up space by removing temporary files.
6. Clear the app’s data. This erases all data saved in this app.
7. Contact the app’s developer.

   a. Open the Play Store app.

   b. Touch your profile icon M > **Manage apps and device**.

   c. Touch the app and swipe down to see contact information.

8. If all else fails, delete the app.

Tip: To figure out which third-party app is causing performance problems, use safe mode.

App is slow to open

If you experience lag when opening an app, turn on performance settings.

App disabled in safe mode

If apps are disabled because you’re in safe mode, you can’t use them until you exit safe mode.

To exit safe mode, turn your phone off and then on again.

If you can't update apps

If you see apps waiting to be updated or stuck in ‘Pending’ status:

1. Check your settings related to downloading apps:
   a. Open the Play Store app.
   b. Tap your profile icon > **Settings** > **Network preferences** > **App download preference**.
   c. Set your account to download over any network (especially if stuck on Wi-Fi only mode). This allows your phone to download over your mobile data connection (SIM), in addition to Wi-Fi, so depending on your mobile data plan, you may incur charges.
2. Update the Chrome app before updating other apps:
   a. On the ‘Pending downloads’ screen, cancel all downloads.
   b. Swipe to **Chrome** and tap **Update**.
   c. After Chrome has updated, tap **Update all**.

      Apps should now update normally.

Problems with app you installed

After each step, check to see if the issue is fixed:

1. Check for updates to the app.
2. If you can open the app, tap or > **Help** and look for troubleshooting information.
3. Clear the app's cache.
4. Go to the developer's website for support.
   a. Open the Play Store app.
   b. Tap your profile icon > **Manage apps and device**.
   c. Tap the app and swipe down to see a link to the website.

Camera issues

Photo looks blurry

Wipe the lens clean with a soft, dry cloth and take the photo again.

If new photos still look blurry:

- Increase resolution (photo size) in the Camera app. A smaller photo size results in lower image quality.
- Avoid zooming when taking a photo. Pixelation always occurs when you zoom a digital photo. If you use zoom during the shot itself, pixelation will be more evident.
- If you're indoors and taking a panoramic photo, switch to regular mode. Panorama works best for outdoor shots; the algorithm that stitches the images together isn't optimized for indoor, up-close shots.

Accidentally deleted photos

You can try to recover recently deleted photos.

If recovered, make sure that you back up your photos to the cloud.

WhatsApp camera issues

If you installed WhatsApp and have problems taking photos or videos with it:

1. Check for updates to the app.
2. Clear the app's cache.
3. If the problem continues, open WhatsApp, touch > **Settings** > **Help** and search for information about your issue.

Error: Please restart camera to continue

After each troubleshooting step, check to see if the issue has been fixed:

1. Turn your phone off and then on again.
2. Clear the cache for the Camera app.
3. Check for updates to your Camera app.
4. Use safe mode to see if installed apps are causing the issue and uninstall as needed.

   If the camera works correctly in safe mode, a third-party app is probably causing the issue.

Error: Camera busy

This error can occur if you use the camera in one app and then switch to another app that requires permission to access the camera.

After each troubleshooting step, check to see if the issue is fixed:

1. Turn your phone off and then on again.

2. Check which apps have permission to access the camera.

   Settings > **Apps** > **Camera**.

   Review the list of the apps on your phone that request camera access and remove access for apps that look suspicious or that you don't use.

3. Clear the cache and data for the Camera app.

Error: Bin is full

If you're getting messages about Deleted items being full:

1. Open the Photos app .
2. tap **Collections** > **Bin**.
3. Tap and **Empty bin**.
4. Tap **Delete permanently** to confirm the deletion.

Messaging issues

If you're having issues sending or receiving messages, try the following:

1. check for updates to your messaging app.
2. Check if a software update is available for your phone.
3. Turn your phone off and then on again.
4. If the issue persists, follow the steps below for specific issues. After each troubleshooting step, check to see if your issue is fixed.

Red ! on text message

If you see , your text message was not sent.

1. Check your signal strength.

   Weak signal from your cellular provider is a common cause of unsent messages. In the status bar, see how many bars your network connection has. If you see only one or two bars, change locations to improve your signal strength, particularly if you are indoors.

2. open the conversation and resend the message.

Can't hear notifications

1. check that message notifications are turned on.
2. Check if you're in a mode that's silencing interruptions:
   - Open quick settings and tap **Modes**. If any modes are on, tap to turn them off.
   - If you want to keep a mode turned on, add your messaging app to the list of apps that can interrupt the mode.
3. If you're using a 3rd party launcher, switch back to the Moto launcher. If this fixes the issue, then find an alternative launcher to use.

Can't send or receive messages

1. Change your preferred network to **Global**. (Not all carriers support this feature.)
2. If you recently switched from iPhone and are having trouble sending messages to or receiving them from an iPhone, your phone number may still be associated with iMessage. You need to deregister your account.
3. Contact your carrier.

Can't send or receive pictures or videos

Check that:

- mobile data is turned on.
- Your data plan supports MMS (multimedia messages).

Messages app stopped

1. Check that you have not disabled permissions for the Messages app. If any permissions are turned off, turn them on and try using the app again.
2. Force stop the app. This completely shuts down the app, including any background services that may be causing your issue.
3. Uninstall any recent app updates.

   Touch & hold , then tap **App info** > > **Uninstall updates**.
4. Clear the app's cache. This frees up space by removing temporary files.
5. Reset the phone.

Keyboard not working

If your keyboard has problems, such as a missing spacebar:

1. check for updates to your keyboard app.
2. Turn your phone off and then on again.
3. clear the cache for the keyboard app.

Problems with Facebook, WhatsApp and other apps

If you're having problems with messaging apps that you installed:

1. check for updates to the app.
2. If you can open the app, touch or > **Help** and look for troubleshooting information.
3. Turn your phone off and then on again.
4. Clear the app's cache.

Gmail issues

For help with Gmail, read Google's troubleshooting information.

Play Store issues

For help with Play Store, read Google's troubleshooting information.

Other issues

Issue	Where to get help
Carrier or billing account issues	Contact your carrier.
Help using a specific app	Most apps include built-in help. To find it, open the app and tap or > **Help**.
Complex technical or hardware issues	Ask questions to other users in the Motorola Support Community Visit motorola.com/support for repair options, live support contacts and more.

Update Android software

For best performance, keep your phone updated with the latest available Android software.

Check Android version number

To check what version of Android your phone is running:

1. Go to **Settings** > **About phone** > **Device details** > **Android version**.
2. The number displayed is your phone's Android version.

Install Android software updates

Your phone notifies you if an Android software update is available.

To manually check for updates, go to **Settings** > **System updates** > **Check for updates**.

If an upgrade is available, follow the onscreen instructions to install it.

Tips:

- To save data charges, use a Wi-Fi connection to download software updates.
- For safety reasons, your phone may download security updates (not OS upgrades) automatically over your mobile network if Wi-Fi is not available within a few days after you receive a notification that a security update is available. In this case, data charges may apply depending on the carrier.

You can't downgrade to a previous software version after installing an update.

Check if and when updates are available

Types of updates:

- **Security updates** contain fixes and improvements from Google for your current version of the Android operating system. Motorola provides these updates to most phones on a regular basis.
- **Android OS updates** are new versions of the Android operating system. Motorola provides OS updates from Google to eligible phones as soon as possible.

To see if an OS update will be available for your phone, or if your phone is still eligible for security updates, see the software update website for your country. Our support agents get their Android update information from here too. If the website doesn't have a update release date for your phone, then we don’t know the release date yet.

For Android OS updates, due to the number of phone models, regions and distribution channels, we may have hundreds of software versions to test before we can release an update to your phone. Because we depend on carriers and other key partners for certifications, independent testing and requests for changes, which takes more time, phone owners may not all receive updates at the same time, even if they're in the same region.

Reset connections, settings or apps

Try these resets if you're having issues with specific features on your phone. If the reset doesn't resolve issues, you can take the larger step of resetting your phone.

Reset eSIM

Use this reset if you're changing phones or changing SIMs.

What gets deleted/removed when you reset

This removes the eSIM from your phone. It does not affect your mobile data account. To close an account, contact your carrier.

Reset

1. Go to **Settings** > **System** > **Reset options**.
2. Tap **Erase eSIMs**.

Reset Wi-Fi, mobile data and Bluetooth

Use this reset if:

- Wi-Fi doesn't work. Wi-Fi network name isn't shown on your phone.
- Cellular/mobile data: No signal and in the status bar. You can't make/receive calls, or calls frequently drop.
- Bluetooth doesn't work or disconnects automatically.
- VPN doesn't work as expected.

What gets deleted/removed when you reset

- All Wi-Fi devices and passwords set up on your phone
- All mobile settings, like preferred mobile network
- All paired Bluetooth devices set up to connect with your phone, like ear buds, car audio, speakers
- All VPN configurations set up on your phone

You cannot choose individual connections to reset; they will all reset.

Reset

If you're having problems with connections, review this information first:

- Wi-Fi
- Bluetooth
- Mobile data
- Hotspot (internet sharing)

Then, if you're still experiencing problems, try resetting all network settings:

1. Go to **Settings** > **System** > **Reset options**.
2. To reset your network connection, tap **Reset mobile network settings**.
3. To reset other connections, tap **Reset Bluetooth and Wi-Fi**.
4. Try to reconnect to Wi-Fi, mobile data and Bluetooth, or try to share your internet connection again.

Reset battery, display and storage settings

Use this reset if you have:

- Battery issues: poor battery performance, excessive battery drain, charging cycle issues, miscalibrated battery percentage readings
- Display issues: flickering screen, colour calibration problems, features like Dark mode or Adaptive brightness aren't working correctly
- Sluggish phone performance
- Incorrect calculation of available storage space
- Issues installing or updating an app

If you're unsure about the source of your issue, use this reset to see if it resolves the issue. This won't affect your data, apps or personal settings. It's less drastic than a full factory reset, which erases everything.

What gets deleted/removed when you reset

- Changes you made in **Settings** > **Battery**, **Display**, or **Storage**
- App-specific battery optimisations (After you reset, your phone will relearn your charging patterns and app usage, potentially improving battery life over time.)
- Unnecessary cache data and any corrupted system files

Your personal data, like photos, contacts and apps, will **not** be deleted. The reset only affects the system's management of those areas.

Reset

1. Go to **Settings** > **System** > **Reset options**.
2. Tap **Reset device settings** and unlock the phone.
3. To confirm you want to reset, tap **Reset device settings** again.

Reset app preferences

This reset doesn't allow you to choose individual apps; all apps will be reset.

Before resetting all apps, if you're having trouble with one or two apps, reset the apps individually.

If you still experience the following issues, then reset all apps:

- App crashes frequently or won't open
- App doesn't behave as expected
- App uses too much battery or data

- App sends error messages or notifications
- App causes phone to be slow or unresponsive

What gets deleted/removed when you reset

- Selections you made for default apps to use for specific functions or to open specific file types; you'll be asked to choose again.
- Apps you disabled manually to prevent them from showing in the app tray or on the Home screen will reappear; you can disable them again.
- Preferences you set for app notifications, like hiding notification content from the lock screen; you can reset these.
- Changes in background data and app permissions.

Reset

To reset all apps:

1. Go to **Settings** > **System** > **Reset options**.
2. Tap **Reset app preferences**.
3. Tap **Reset apps**.

Reset baseband settings

This resets your phone's mobile network connections. Use it if:

- Your mobile signal is weak
- Calls frequently drop
- Your phone has difficulty connecting to mobile data

What gets deleted/removed when you reset

- Mobile Access Point Name (APN)
- Selected mobile network mode
- Other network-specific settings

Reset

1. Go to **Settings** > **System** > **Reset options**.
2. Tap **Reset baseband settings**.
3. Tap **Reset and restart**.

Reset phone

What a reset does

Resetting your phone erases all data and restores it to out-of-the-box condition. This data will be erased from the phone:

- Google account
- Media (music, photos, videos)
- System settings and data
- App settings and data (including text messages)
- Downloaded apps

Before you reset

1. Back up your data.

   If your phone works and you can unlock it:

   - If you aren't automatically saving your photos and videos to your Google Photos library, back them up now or copy them to a computer.
   - Back up files and folders to Drive.
   - Make sure that any changes you made to contacts or calendar are synced to an account.

2. Make sure you have your security information:

   - The username for a Google account on your phone. (**Settings** > **Passwords, passkeys & accounts**)
   - The password for that Google account. If you've forgotten the password, you can reset it. Wait 24 hours before resetting the phone if you reset your password.
   - If you set a screen lock, make sure you know the PIN, pattern or password.

   To restore your data after resetting, you'll need to enter security information. This shows that you or someone you trust did the reset and helps prevent others from using your phone without permission.

3. If you're going to give your phone to someone else, disable Factory Reset Protection (FRP):

   a. Remove the screen lock.

   b. Remove your Google accounts from the phone.

   FRP is security measure that keeps your data safe if your phone is lost or stolen, and that requires logging into the phone with the owner's account to reset the phone. Removing your account and screen lock before the reset lets the person you're giving it to set it up with their own information.

Reset phone from Settings

To erase all data and reset your phone:

1. Go to **Settings** > **System**.
2. Tap **Reset options** > **Erase all data (factory reset)**.

Reset phone if you can't open Settings

If you can't open Settings, do an external reset.

1. Charge your battery 30% or more.
2. Turn off the phone.
3. Press & hold the volume down button and the power button at the same time until the phone turns on.
4. Press the Volume Down button until you see Recovery mode.
5. Press the Power button to restart in Recovery mode.
6. If you see an Android robot with an exclamation mark, press and hold the Power button and, while holding it down, press and release the Volume up button.
7. Use the Volume buttons to scroll to **Wipe data/factory reset**, then press the Power button to select it.
8. Use Volume buttons to scroll to **Factory data reset**, then press the Power button to select it.

   Allow several seconds for the reset to complete.
9. Use Volume buttons to scroll to **Reboot system now**, then press the Power button to select it.

   Allow several minutes for the reboot to complete. If the phone doesn't finish rebooting, press and hold the Power button until the screen turns dark, then release it to power up normally.
10. If you reset your phone because you suspect a third-party app is causing problems, when you set up the phone again, make sure that you don't copy all apps. Restore one app at a time and use the phone for a while. If the phone has no issues, install the next app and retest.

Send feedback to Motorola

If you have comments or suggestions about your phone, we want to hear them. Go to **Settings** > **Rating & feedback**.

To send feedback frequently, including a screenshot of the previous screen, open quick settings and touch Share feedback. (You can add this to quick settings.)

To send feedback about a Motorola app, in the app, touch ☰ or ⋮ or ⚙ > **Feedback**.