nexus

7

Guidebook

For Android™
mobile technology
platform 4.2.2

Edition 1.2.2.12.

The content of this guidebook may differ in some details from the product or its software. For best results, make sure you're running the latest Android system update. To check, go to **Settings > System > About tablet > System updates**.

All information in this guidebook is subject to change without notice.

The Nexus 7 tablet is certified by ASUS under the name ASUS Pad ME370T.

For online help and support, visit support.google.com/nexus. To download a printable PDF version of this eBook, open the Nexus 7 support page and scroll to the bottom.

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Get started

Insert & activate a SIM card

Applies only to Nexus 7 with mobile data.

To use your tablet with mobile network data, you must first insert & activate a SIM card. If no card is installed, the message "No SIM card" appears on the tablet's lock screen.

Only the Nexus 7 with mobile data can accept a SIM card. Wi-Fi versions of the tablet can't.

When the tablet is face down, the SIM card tray is located on the right side. The eject button is a small round opening on the left side of the tray door.

To insert a new SIM card:

1. Turn your tablet off and place it on a flat surface with the screen facing down.
2. Locate the SIM card tray on the right side of your tablet, and find the hole on the tray door. *Caution: Avoid the microphone hole that is located slightly above the tray.*
3. Insert the tool that comes with the tablet (or a paperclip) into the hole on the tray, and push firmly but gently until the tray pops out.
4. Remove the tray and place the micro SIM card inside it, with the angled corner to the left.
5. Carefully reposition the tray in the slot and push it gently back into the tablet.

To activate a SIM card:

1. Turn off Wi-Fi after completing the set-up instructions. Once Wi-Fi is off, you'll see a notification at the top of your screen.
2. Swipe down the notification shade and touch the notification.
3. Follow the activation instructions provided by your carrier.

IMPORTANT: Some carriers may take a minute or more to activate your SIM card. If you find it's taking a long time to activate, you may want to try restarting your tablet. Some mobile service providers may require you to enter and then exit airplane mode, or to use an SMS app from the Google Play store to manage your data. Contact your own mobile service provider for additional details.

Charge the battery

The battery may not be fully charged at first. It's a good idea to fully charge it as soon as you can.

Connect the micro USB cable to Nexus 7 and to the charging unit, and the charging unit to a power outlet:
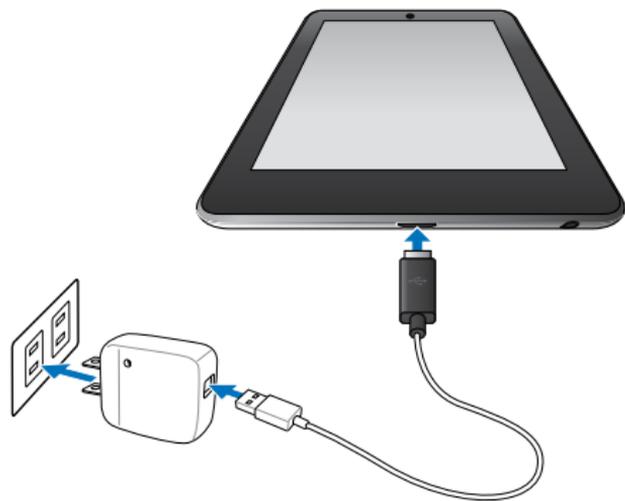
- The USB charging unit varies by country or region.
- Use only the USB charging unit and micro USB cable that come with your Nexus 7. Using a different charging unit or cable may damage your tablet.
- To avoid risk of injury or damaging your device, peel the protective film from the USB charging unit and USB cable before charging the battery.
- The input voltage range between the wall outlet and this charging unit is AC 100V–240V, and the charging unit's output voltage is DC 5V, 2A.

- Your Nexus 7 can be charged via the USB port on a computer only when Nexus 7 is in sleep mode (screen off) or turned off. Charging through the USB port will take longer than charging with the USB charging unit.

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

Set up your tablet

To turn on your Nexus 7, press the Power button on the right edge near the top for a few seconds, then release it.

The first time you turn on the tablet, you'll see a Welcome screen.

- To choose a different language, touch the menu.
- To continue, touch the ▶ Play icon and follow the instructions.

IMPORTANT: You must have a Wi-Fi connection to complete the setup process.

When prompted, you can sign in with your Google Account or create one at that time. You can also choose to skip this step and create one later.

An email address that you use for any of the following counts as a Google Account:

- Gmail
- YouTube
- Google Apps
- AdWords
- Any other Google product

When you sign in with a Google Account, all the email, contacts, Calendar events, and other data associated with that account are automatically synced with your tablet.

If you have multiple Google Accounts, you can add the others later.

Get around

Every Home screen shows the Favorites tray: another quick way to get to your books, magazines, apps, movies, and music.

Open folder of popular apps	View all your apps	Shop on Google Play
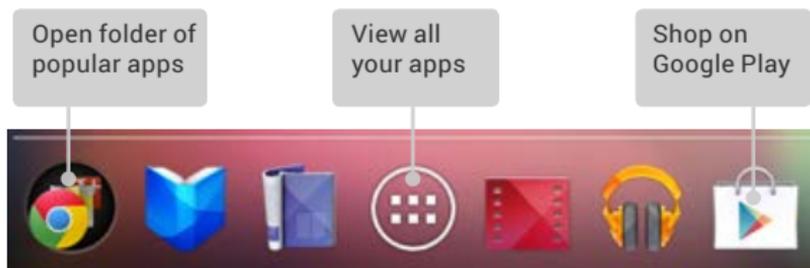
At the bottom of every screen, no matter what you're doing, you'll always find these three navigation buttons:

Back

Opens the previous screen you were working in, even if it was in a different app. Once you back up to the Home screen, you can't go back any further in your history.

Home

Opens Home. If you're viewing a left or right Home screen, opens the central Home screen. To open Google Now, swipe up. Google Now gives just what you need to know, right when you need it.

Recent apps

Opens a list of thumbnail images of apps you've worked with recently. To open an app, touch it. To remove a thumbnail from the list, swipe it left or right.

If you don't use these buttons often, they may shrink to dots or fade away, depending on the current app. To bring them back, touch their location.

Settings

On the All Apps screen available from the Favorites tray, notice the Settings icon. This brings you to the Settings screens for your tablet, where you can adjust things like network, sound, and account settings, among many others.

> **TIP:** In Android 4.2 and later, you can use Quick Settings to toggle Wi-Fi, change display brightness, and more. To open Quick Settings, swipe down from the top right corner of any screen.

At the top of the screen you'll find Google Search, which lets you search your tablet or the Internet. Touch **Google** to type your search terms, or the 🎤 Microphone icon to speak them.

Many screens in apps and Settings include a ⋮ Menu icon. Touch it to explore additional options, often including a Help item that provides more information about that screen.

Use your Home screens

Browse Home screens

To move between Home screens, swipe left or right.

The My Library widget displays music, movies, magazines, and books you already have:

Touch any title to open it

When you're ready to shop for more, try the suggestions in one of the Play Recommendations widgets:
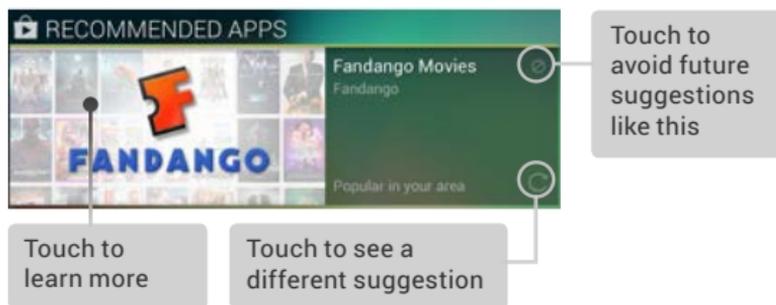
Touch to avoid future suggestions like this

Touch to learn more

Touch to see a different suggestion

To resize a widget, touch & hold, then let go and drag the blue dots. To remove it, touch & hold, then drag it to the Remove icon at the top of the screen.

Organize Home screens

To add an app or widget to a Home screen:

1. Go to the Home screen where you want to place the app or widget.
2. Touch the (:::) All Apps icon.
3. Swipe right, if necessary, to find the app or widget you want.
4. Touch & hold the app or widget until the Home screen appears, slide it into place, and lift your finger.

To move an app or widget icon to a different location on a Home screen:

1. Touch & hold the icon.
2. Slide your finger to the new position.
   To move between Home screens, slide toward the edge of the screen.
   To bump another icon out of the way, slide slowly into it.
3. Lift your finger.
   The icon drops into its new position.

To create a folder, slide one icon quickly over another.

To rename a folder, touch its name.
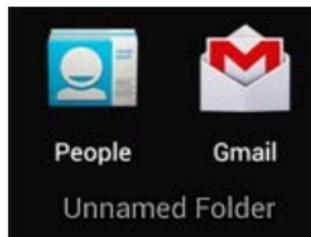
Touch & type

To select or activate something, touch it.

To type something, such as a name, password, or search terms, just touch where you want to type. A keyboard pops up that lets you type into the field.

Other common gestures include:

- **Touch & hold.** Touch & hold an item on the screen by touching it and not lifting your finger until it responds.
- **Drag.** Touch & hold an item for a moment and then, without lifting your finger, move your finger on the screen until you reach the target position. For example, you can move apps around on the Home screen.
- **Swipe or slide.** Quickly move your finger across the surface of the screen, without pausing when you first touch (so you don't drag something instead). For example, you can slide a Home screen left or right to view the other Home screens.
- **Double-tap.** Tap quickly twice on a webpage, map, or other screen to zoom. For example, double-tap a picture in Chrome to zoom in, and double-tap again to zoom out.
- **Pinch.** In some apps (such as Maps, Chrome, and Gallery), you can zoom in and out by placing two fingers on the screen at once and pinching them together (to zoom out) or spreading them apart (to zoom in).
- **Rotate the screen.** The orientation of most screens rotates with your device as you turn it. To lock or unlock the screen's vertical orientation, swipe down from the top right of any screen and touch the Rotation icon in Quick Settings.

Settings

To change your tablet's notification sounds, volumes, and more, go to ☰ **Settings > Device > Sound**.

To change your tablet's brightness, font size, and more, go to ☰ **Settings > Device > Display**.

Type text by speaking

You can speak to enter text in most places that you can enter text with the onscreen keyboard.

1. Touch a text field, or a location in text you've already entered in a text field.
2. Touch the 🎤 Microphone key on the onscreen keyboard.
3. When you see the microphone image, speak what you want to type.

Say "comma," "period," "question mark," "exclamation mark," or "exclamation point" to enter punctuation.

When you pause, what you spoke is transcribed by the speech-recognition service and entered in the text field, underlined. You can touch the Delete key to erase the underlined text. If you start typing or entering more text by speaking, the underline disappears.

To improve processing of your voice input, Google may record a few seconds of ambient background noise in temporary memory at any time. This recording remains on the device only fleetingly and is not sent to Google.

Settings

To change your tablet's speech settings, go to **Settings > Personal > Language & input**.

What's New in Android

Whether you're new to Android or an avid user, check out some of the new features in Android 4.1 and 4.2 (Jelly Bean). For a comprehensive list of all changes since Android 4.0, see Android 4.1, Jelly Bean and Android 4.2: A new flavor of Jelly Bean.

- **Gesture Typing** (*Android 4.2*)
  Instead of typing each letter, use Gesture Typing to input a word without lifting your finger. You don't need to worry about spaces because they're added automatically for you.

  Glide your finger over the letters you want to type, and lift it after each word.

- **Google Play widgets**
  New widgets on your Home screens display recently used apps, music, movies, books, or games you already have – including preloaded content that comes with your device. Other widgets offer suggestions for browsing Google Play.

  Touch a widget to access its content on Google Play. Touch & hold a widget to resize it or remove it.

- **Quick Settings** (*Android 4.2*)
  Use Quick Settings to easily access Wi-Fi settings, manage display brightness, open the main Settings menu, and more.

  Swipe down from the top right corner of any screen to open Quick Settings, then touch one of the boxes to open a specific setting.

- **Expandable notifications**
  Expandable notifications were introduced in Android 4.1, including the option to perform actions from the notification itself. In Android 4.2, you can expand notifications more easily with a swipe of your finger.

  Swipe down the notification shade from the top of the screen, then glide your finger down the notifications to expand them. Touch an icon inside a notification to handle a task directly.

- **Rearrange Home screens**
  Slide an icon slowly to move other icons or widgets gently aside.

  Touch & hold an icon and slide slowly to the location of your choice. Slide an icon quickly over another to create a folder.

- **Screen magnification** *(Android 4.2)*
  Users with visual impairments can enter full-screen magnification by triple-tapping the screen.

  *Go to **Settings > System > Accessibility > Magnification gestures** to turn on screen magnification.*

- **Google Now**
  Google Now shows you information at just the right time, such as today's weather before you start your day, how much traffic to expect before you leave for work, and even your favorite team's score while they're playing.

  Swipe up from the bottom center of any screen, or touch the Google Search bar on any Home screen.

- **Say "Google" to search**
  When the Google Now screen is open, you can say "Google" to activate a voice search.

  Open Google Now, then say "Google" and your query to search.

2

Explore your tablet

Swipe up for Google Now

Google Now is about getting you just the right information, at just the right time.

It tells you today's weather before you start your day, how much traffic to expect before you leave for work, and even your favorite team's score while they're playing.

All of this happens automatically. Google Now intelligently brings you the information you want to see, when you want to see it. No digging required.

For example, here's a Google Now card that appears when you're about to start your commute home:
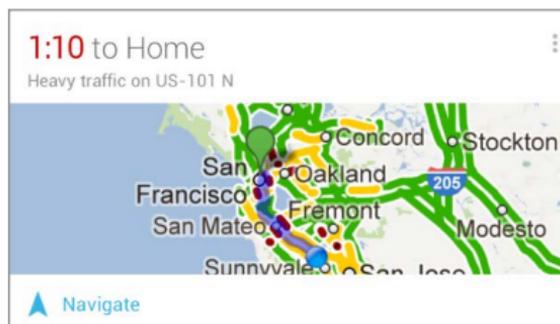
Give it a try! Swipe your finger up from the bottom of any screen, or touch the Google Search bar at the top of the Home screen.

When you want to see more cards, touch **Show more cards** at the bottom of the screen. When you don't need them any more, swipe them out of the way.

You're in control

When you decide to use Google Now, you're turning on location reporting and location history. Google Now also uses location information provided by Google's location service and GPS, if those are currently turned on.

Google Now also uses data that you may have stored in other Google products. For example, if you have searches stored in your Web History, Google Now can show cards based on sports scores, flight status, and so on.

Similarly, Google Now can use data that you may have stored in third-party products that you allow Google to access. For example, your tablet's synced calendar may include entries from non-Google calendar products. If you have a synced calendar entry for a dentist appointment that includes the dentist's address, Google Now can check traffic and suggest when to leave.

You're in control. You can choose exactly which cards you'd like to see, adjust the details of what they display, and adjust your privacy settings.

For more information about Google Now and your location information, see "Chapter 5, Use Google Now & Search."

Swipe down for notifications & settings

Notifications alert you to the arrival of new messages, calendar events, and alarms, as well as ongoing events, such as video downloads.

When a notification arrives, its icon appears at the top of the screen. Icons for pending notifications appear on the left, and system icons showing things like Wi-Fi signal or battery strength on the right:

Pending notifications

Bluetooth, Wi-Fi, & battery status

Google
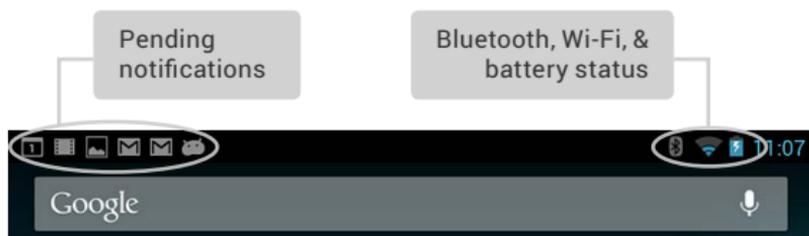
To open the notification shade, swipe down from the top left corner of any screen.

Certain notifications can be expanded to show more information, such as email previews or calendar events. The one at the top is always expanded when possible.

To open the related app, touch the notification icon on the left. Some notifications also allow you to take specific actions by touching icons within the notification. For example, Calendar notifications allow you to Snooze (remind you later) or send email to other guests.

When you're finished with a notification, just swipe it away. To dismiss all notifications, touch the Dismiss icon at the top right of the notification shade.

You can perform these actions from the notification shade:

| | | Dismiss all |

10:16 FRI, OCTOBER 26

Bookbinding class
8:45pm, San Francisco Center for the Book
Introduction to bookbinding techniques: first lecture

Snooze   Email guests

Touch to respond to other guests

3 new messages   8:35 PM
Google Calendar Reminder: Bookbinding class @ Fri J...
Sean Cotter Invitation: Bookbinding class @ Fri Jun 2...
Tina Zhou Fwd: L10n Production Report: Android - 6/...

@google.com   174

Swipe down using one finger to expand certain notifications

Time to leave for Bookbinding class   8:34 PM
Leave by 8:26 PM to arrive on time

Permission requested   6:09 AM
for account @gmail.com

Google Reader   6/21/12
1 update found.

4 events   8:35 PM
TGIF Summer Solstice Social, RESERVED: 112: Tim Bray.

HILLCREST NETWORK

NOTE: The notification tray differs slightly in Android 4.1.2 and earlier versions.

Quick Settings

Available for Android 4.2 and later.

Use Quick Settings to easily access Wi-Fi settings, manage display brightness, open the main Settings menu, and more. To open Quick Settings, swipe down from the top right corner of any screen:

Touch to open all settings

Touch a square to open the specific setting
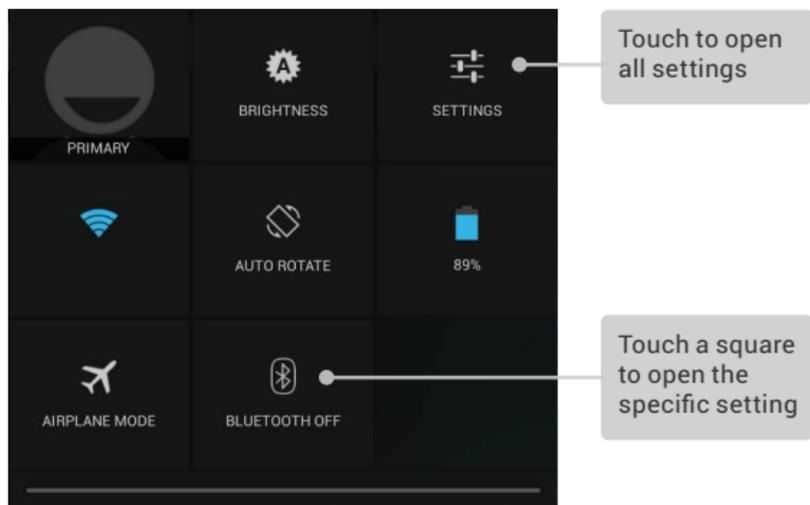
Relax with Google Play

Google Play brings together all your favorite content in one place – movies, TV shows, books, music, magazines, apps, and more – so you can reach it from any of your devices.

Use Google Play widgets

These widgets are available on your Home screens:

- **My Library.** Displays your most recently used music, books, and so on. Touch any of the images to see your content.

- **Recommended on Play.** Suggests music, movies, and other content that may interest you. Touch the suggestion to learn more about it.
- **Recommended apps.** Recommends apps that you can add to your Home screen. Touch the recommendation to learn more about it.
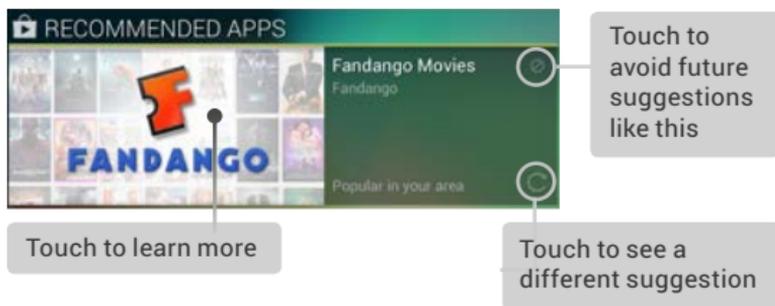
Touch to avoid future suggestions like this

Touch to learn more

Touch to see a different suggestion

To resize a widget, touch & hold, then let go and drag the blue dots. To remove it, touch & hold, then drag it to the Remove icon at the top of the screen.

To add another Google Play widget, touch the (:::) All Apps icon, then **Widgets**, and swipe from right to left until you see the one you want. Then touch & hold, and let go in the Home screen location you want.

Shop on Google Play

Play Store

To open the Google Play Store app, touch the Play Store icon in your Favorites tray on every Home screen.

Most things you purchase on Google Play are available from your computer as well as from any of your Android mobile devices. (Android apps are one exception – they run only on Android devices.)

Sign in to play.google.com to get your entertainment from anywhere.

Find your content

If you purchased on Google Play in the past, you'll automatically have access to this content on your Nexus 7 — just make sure you're signed in using the same account that you used to purchase it.

You can get to your content using any of the Google Play icons in your Favorites tray, including Books, Magazines, Movies, and Music.

Or, touch the ▶ Play Store icon to open Google Play. In the top right corner, to the left of the Menu and Search icons, you'll find a My Library icon corresponding to the section of Google Play you're currently viewing. For example, while browsing the Movies & TV section, you'll see the Google Play Movies app icon, which will take you to My Movies & TV:

Touch icon in this location to see your content of that type

🖼   🔵 📶 🔋 11:20

◀ ▶   Movies & TV   🎬   🔍   ⋮
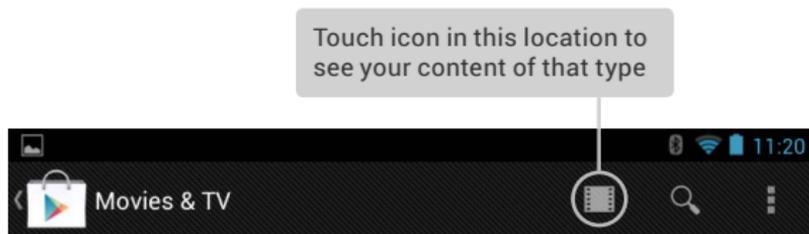
You can quickly access your content this way, from the Google Play Store app, even if you originally purchased it on Google Play using a different phone or tablet. If you get a new device, all your media will automatically be waiting for you here when you turn on and sign in.

Google Play settings

To adjust your Google Play settings, switch accounts, or get help, choose the option you want from the ⋮ **Menu** in the top right corner.

The Google Play Settings screen lets you control when you're notified about updates to apps and games, clear your search history, and enable user controls. To filter Android apps based on maturity level or require a PIN before completing any purchase, touch **Content filtering** or **Set or change PIN**.

Google Play support

For more detailed information about Google Play, including phone and email support options, visit support.google.com/googleplay.

Use & customize the lock screen

This information applies to Android 4.2.1 and higher. If an earlier version is installed on your device and you haven't accepted the latest system update, some details will differ. To check for updates, go to Settings > System > About tablet > System updates.

You can add widgets to the top of the lock screen and swipe between them. Lock screen widgets let you scan recent Gmail messages, Calendar entries, and other app content without unlocking your screen.

If your tablet is set up for more than one user, you may need to touch your image at the bottom of the screen to see your own lock screen.

To set or change the type of lock, go to to ≡ **Settings > Personal > Security > Screen lock**.

To open Google Now from the lock screen, swipe up from the bottom of the lock screen. Enter your PIN, pattern, or password if prompted.

Add a widget to the lock screen

1. If the lock screen has no widgets yet, you'll see a large $+$ Plus icon. If you don't see it, swipe any existing widgets from left to right until it appears.
2. Touch the $+$ Plus icon. If prompted, enter your PIN, pattern, or password.
   A list of widgets appears. Apps that support lock screen widgets can add their own widgets to this list.
3. Touch the widget you want to add.

You can add up to five widgets to your lock screen. To move between them, swipe across the top of the screen in portrait mode, or across the left side of the screen in landscape mode.

Reorder lock screen widgets

1. Touch & hold a widget.
2. Drag the widget and release it in the location of your choice.

Remove a lock screen widget

Touch & hold the widget, then drag it onto the Remove icon.

Try Face Unlock

You can set an automatic screen lock for your tablet. If a lock is set, the screen locks when your tablet's display goes to sleep or if you press the Power button.

You can set locks of different strengths using lock settings:

1. Go to ⚙ **Settings > Personal > Security > Screen lock**.
2. Touch the type of lock you'd like to use.

Face Unlock is one of the options available. After you've set it up, you can unlock your tablet simply by looking at it. Although Face Unlock is not very secure, it can be convenient and fun to use.

> **TIP:** After you set up Face Unlock, look under **Settings > Personal > Security** for two additional settings: **Improve face matching** and **Liveness check**. Use these to make Face Unlock more reliable and secure.

Share content with Android Beam

You can beam a web page, a video, or other content from your screen to another device by bringing the devices together (typically back to back).

Before you begin: Make sure both devices are unlocked, support Near Field Communication (NFC), and have both NFC and Android Beam turned on.

1. Open a screen that contains something you'd like to share, such as a webpage, YouTube video, or place page in Maps.
2. Move the back of your tablet toward the back of the other device.
   When the devices connect, you hear a sound, the image on your screen reduces in size, and you see the message **Touch to beam.**
3. Touch your screen anywhere.

Your friend's device displays the transferred content. Or, if the necessary app isn't installed, Google Play opens to a screen where your friend can download the app.

TIP: When you touch another device to the back of your Nexus 7, make sure it's near the "u" in "nexus" to successfully beam content.

Settings

To turn on NFC, go to **Settings > Wireless & networks > More > NFC**.

To turn on Android Beam, go to **Settings > Wireless & networks > More > Android Beam**.

Change the wallpaper

To change the wallpaper that's displayed on your Home screens:

1. Touch & hold anywhere on a Home screen that's not occupied. A list of options appears.
2. Touch a wallpaper source:
   Gallery. Choose from pictures that you've synced with your tablet.
   Live Wallpapers. Choose from a scrolling list of animated wallpapers.
   Wallpapers. Choose from thumbnails of default images, or touch a thumbnail for a larger version.
   You can download additional wallpapers on Google Play.
3. To set a wallpaper, touch **Set wallpaper** or, for Gallery images, drag the blue dots to determine the cropping, and touch **OK**.

Settings

To change your tablet's wallpaper, go to **Settings > Device > Display > Wallpaper**.

Take a screenshot

You can easily take a screenshot on your tablet that you can save in your Gallery or share with others:

1. Make sure the image you want to capture is displayed on the screen.
2. Press the Power and Volume down buttons simultaneously.

The screenshot is automatically saved in your Gallery.

> **TIP:** To easily share your screenshot via Gmail, Google+, and more, swipe down the notification shade and touch the Share icon next to the preview of your screenshot.

Connect to keyboards, mice, & other devices

You can connect a keyboard, mouse, or even a joystick or other input device to your tablet via USB or Bluetooth and use it just as you would with a PC.

You may need an adapter to connect the keyboard or other device to your tablet's USB port. To connect more than one USB device at a time, use a powered USB hub to reduce the drain on your tablet's battery.

> **IMPORTANT:** Using external devices such as keyboards via USB will cause a significant additional drain on your battery, as will continuous use of a mouse via Bluetooth.

You pair and connect Bluetooth input devices to your tablet in the same way as any other Bluetooth device.

Keyboards

In addition to entering text, you can use your keyboard to navigate your tablet's features:

- Use the arrow keys to select items on screen.
- Pressing Return when an item is selected is equivalent to touching that item.
- Pressing Escape is equivalent to touching Back.
- Press Tab or Shift-Tab to move from field to field in a form or other screen with multiple text fields.

Mice

When you connect a mouse to your tablet and move the mouse, an arrow-shaped cursor appears, just as on a computer:

- Use the mouse to move the cursor.
- Clicking, pressing, and dragging with the mouse button is equivalent to touching, touching & holding, and dragging with your finger.
- Only one mouse button is supported.
- If your mouse has a trackball or scroll wheel, you can use it to scroll both vertically and horizontally.

Other input devices

You can connect joysticks, gamepads, and other input devices to your tablet. If they work without special drivers or adapters on your PC, they will likely work with your tablet. However, games and other apps must be designed to support any special features of an input device, such as dedicated buttons or other controls, to take full advantage of them.

3
Use the keyboard

Enter & edit text

You can enter text using the onscreen keyboard. Some apps open it automatically. In others, you open it by touching where you want to type.
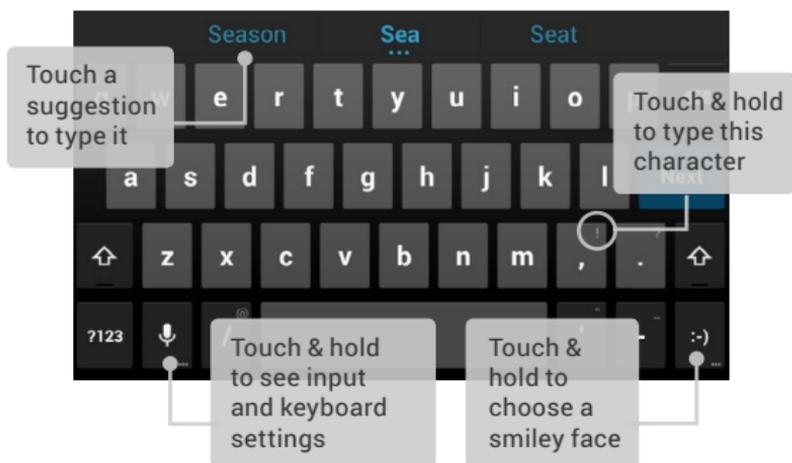
To make the keyboard go away, touch the modified ⌄ Back button below it.

Basic editing

• **Move the insertion point.** Touch where you want to type.

The cursor blinks in the new position, and a blue tab appears below it. Drag the tab to move the cursor.

- **Select text.** Touch & hold or double-tap within the text.
  The nearest word highlights, with a tab at each end of the selection. Drag the tabs to change the selection.
  The tab disappears after a few moments. To make it reappear, touch the text again.
- **Delete text.** Touch ⌫ to delete selected text or the characters before the cursor.
- **Type capital letters.** Touch the Shift key once to switch to capital letters for one letter.
  Or touch & hold ⇧ Shift key while you type. When you release the key, the lowercase letters reappear.
- **Turn caps lock on.** Double-tap or touch & hold ⇧ Shift key, so it changes to ⬆. Touch ⬆ Shift key again to return to lowercase.
- **Cut, copy, paste.** Select the text you want to manipulate. Then touch ✂ **Cut**, ▤ **Copy** or ▤ **Paste** button:
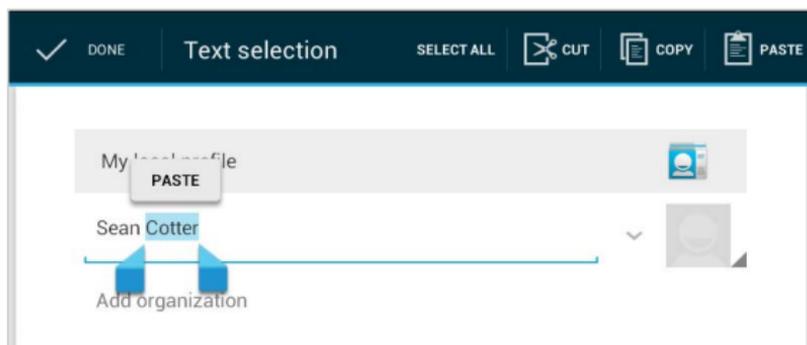
Use next-word suggestions

1. Touch the location where you want to input text.
2. Start typing out a word. When the word you want is displayed in a list above the keyboard, touch it.

3. Continue to touch words unless the one you want doesn't appear. If so, type it.
   Your tablet continues to suggest words as you type.

Settings

To change your tablet's keyboard and input methods, go to **Settings > Personal > Language & input**.

To turn next-word suggestions on or off, go to **Settings > Personal > Language & input > Keyboard & input methods > Android keyboard**. Touch the Settings icon, then check the box next to **Next-word suggestions**.

Try Gesture Typing

Gesture typing is available for Android 4.2 and higher and works best for English. Quality varies for other languages, and some don't support it yet.

To input a word using Gesture Typing:

1. Touch the location where you want to type to open the keyboard.
2. Slide your finger slowly across the letters of the word you want to input.
3. Release your finger when the word you want is displayed in the floating preview or in the middle of the suggestion strip. To select one of the other words in the suggestion strip, touch it.

If the word you want isn't shown while using Gesture Typing, you can type it out manually.

> **TIP:** If there are letters you want to emphasize — for instance, if the keyboard displays a similar word instead of the one you want — hover over it slightly longer before moving on to the next letter.

Use Gesture Typing without the space bar

When you use Gesture Typing, there's no need to use the space bar — just continue to slide your finger across the letters you want to input, then lift your finger to start the next word.

Settings

To change Gesture Typing settings, go to **Settings > Language & input > Keyboard & input methods > Android keyboard**. Then touch **Settings** and look under **Gesture Typing**.

Use keyboard dictionaries

To manage keyboard dictionaries, go to **Settings > Personal > Language & input**.

Personal dictionary

You can add your own words to your personal dictionary so that your tablet remembers them. To add a word or phrase, including an optional shortcut, touch **Personal Dictionary**, then the Add icon.

Add-on dictionaries

1. Touch the ⚏ Settings icon next to **Android keyboard**.
2. Touch **Add-on dictionaries**.
    You'll see dictionaries for other languages that you can down-load to your device.
3. Touch the dictionary you want, then **Install**.

4

Try some apps

Use All Apps

To see all your apps, touch the All Apps icon in the Favorites tray on any Home screen.

All Apps

This is where you can see all your apps, including those downloaded on Google Play. You can move app icons to any of your Home screens.

From All Apps, you can:

- **Move between screens.** Swipe left or right.
- **Open an app.** Touch its icon.
- **Place an app icon on a Home screen.** Touch & hold the app icon, slide your finger, and lift your finger to drop the icon in place.
- **Browse widgets.** Touch the Widgets tab at the top of any All Apps screen.
- **Get more apps.** Touch the Play Store icon in the list of app icons, or the Shop icon at the upper right.

To remove an app icon from the Home screen, touch & hold it, slide your finger toward the top of the screen, and drop the app over the ✕ Remove icon.

To view info about an app from an All App screen, touch & hold it,

slide your finger toward the top of the screen, and drop the app over the (i) App Info icon.

Most apps include a ⋮ Menu icon near the top or bottom of the screen that lets you control the app's settings.

Start Gmail

Use the Gmail app to read and write email from any mobile device or browser. To open it, touch the Gmail icon on a Home or All Apps screen.

Gmail

But Gmail isn't just about email. You can use your Gmail account to sign in to all Google apps and services, including these and many more:

- Google Now, for getting just the right information at just the right time
- Calendar
- People, for keeping track of your contacts
- Google Drive, for working with documents, spreadsheets, or drawings

While you're reading a message:

- Touch the icons and menu along the top of the screen to archive, throw away, label, or perform other actions on that message.
- Swipe left or right to read the previous or next conversation.

To organize your email, check the box beside a message to select it. Then use the icons and menu along the top of the screen to manage the selected messages.

To change your settings, add an account, or get help, touch the Menu icon.

No matter where you are within Gmail, you can always get back to the Inbox by touching the Gmail icon at the top of the screen.

Find People

The People app gives you quick access to everyone you want to reach. To open it, touch the People icon on a Home or All Apps screen.

People

When you first turn on your tablet and sign into a Google Account, any existing contacts from that account are synced with your People app. After that, all your contacts stay in sync automatically on your tablet, another device, or a Web browser.

If you use Exchange, you can also sync that contact information with People.

All your People information is available from Gmail, Google Talk, and other apps. As you add contacts from different sources, they're synced automatically across all the places you need them.

When you open the People app, you can:

- **View all contacts, favorites, or groups.** Choose from the top left of the screen.
- **Read details.** Touch a name to see details for a contact or group.
- **View recent activity.** When viewing a contact, swipe to the right to see recent updates.
- **Edit details.** While viewing a contact, touch icons at the top of the screen or the Menu icon to edit or share contact details,

delete a contact, and so on. You can also touch the star beside the contact's name to add that contact to your Favorites list.

- **Change your settings.** While viewing the main list screen, touch the ⋮ Menu icon to import or export contacts, choose display options for the Groups and All tabs, and add or edit accounts.

No matter where you are within People, you can always get back to the main lists by touching the 🔲 People icon at the top of the screen.

Manage your Calendar

Use the Calendar app to view and edit your schedule. To open it, touch the Calendar icon on a Home or All Apps screen.

Calendar

When you first set up your tablet, you configured it to use an existing Google Account (such as Gmail), or you created a new one. The first time you open the Calendar app on your tablet, it displays any existing calendar events from that Google Account on the web.

As you edit events from any mobile device or web browser, they're synced automatically across all the places you need them.

To change the Calendar view, choose **Day**, **Week**, **Month**, or **Agenda** from the top of the screen.

From any of these views, you can:

- **Read or edit event details.** Touch an event to view its details.
- **Manage events and calendars.** Touch icons across the top of

the screen or ⋮ Menu to search or create events, return to to-day, or adjust settings.

To email everyone who's invited to an event, you have two options:

- Open the event from the Calendar app at any time and touch **Email guests**.
- When a notification of the event arrives just before the meeting starts, swipe down the notification shade. Then swipe using one finger to expand the notification if necessary, and touch **Email guests**.

Open & use Clock

To open the Clock, touch the Clock icon from a Home or All Apps screen.

Clock

Set an alarm

1. Touch the Alarm Clock icon in the lower left corner of the screen.
2. Touch the Add icon to add a new alarm.

Select the time you want, then touch **OK**. Any existing alarms will show in the main Clock screen. To turn one On or Off, slide the switch.

You can also add a label to an alarm and change the ringtone. To change these options for a single alarm, touch the arrow underneath the On/Off switch.

Set a timer

1. Touch the Timer icon in the top left corner of the screen.
2. Enter the time you want, then touch **Start**.

When the timer is going, you can add an additional minute, pause the timer, or delete the current timer.

The timer beeps when the time is up. It keeps beeping until you touch **Stop**.

Use the stopwatch

1. Touch the Stopwatch icon in the top right corner of the screen.
2. Touch **Start** to start the stopwatch.

If you want to pause the stopwatch, touch **Stop**. You can also add laps while the stopwatch is running by touching the icon to the left of the stopwatch.

To share your results, touch the Share icon to share via Google+, Gmail, and more.

View your Clock

To view the current date and time, touch the Clock icon at the top center of the screen.

Manage downloads

Downloads

To manage most downloads, touch the Downloads icon on the All Apps screen. Movies and some other content that you download don't show up in the Downloads app.

Google Play streams your purchases and rentals from Google servers while you're playing them. They don't occupy permanent storage space. However, you can pin (download) books, movies, and other content in order to access it offline.

In addition to downloading content from Google Play, you can download files from Gmail or other sources. Use the Downloads app to view, reopen, or delete what you download in this way.

From the Downloads app:

- Touch an item to open it.
- Touch headings for earlier downloads to view them.
- Check items you want to share. Then touch the ⬂ Share icon and choose a sharing method from the list.
- Check items you want to delete. Then touch the 🗑 Trash icon.
- At the bottom of the screen, touch **Sort by size** or **Sort by date** to switch back and forth.

When your tablet is connected to a computer, look in the Download directory to view files available in the Downloads app. You can view and copy files from this directory.

5

Google Now & Search

About Google Now

Google Now gives you just the right information at just the right time. Swipe up from the bottom of your tablet to get commute traffic before work, popular nearby places, your favorite team's current score, and more.

You can turn Google Now on or off at any time. Swipe up the same way and touch ⋮ **Menu > Settings > Google Now.** If the keyboard's covering the menu, touch the modified ⌄ Back button to lower it.

After you decide to start using Google Now, you don't need to do anything else. If you like, you can fine-tune some settings, but Google Now doesn't need any elaborate setup. The information you need is always at your fingertips.

To know when to display what information, Google Now uses contextual data from your tablet and from other Google products, plus data from third-party products that you allow Google Now to access.

For example, Google Now uses the time of day, your current location, and your location history to show you what the traffic on your commute is like when you wake up in the morning. It also uses information from Google services such as your Web History

for sports or flight updates, or from your synced calendar entries for appointment reminders.

About Google Now cards

A Google Now card is a short snippet of useful information that slides into view right when you're most likely to need it. For example, here's a traffic card:
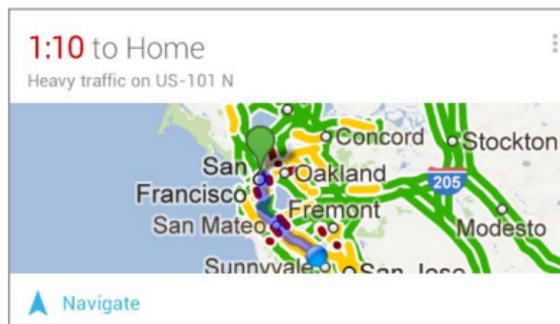
To see some sample cards from the main Google Now screen, touch **⋮ Menu > Sample cards.** When you're finished and want to get back to the main Google Now screen, touch **Hide sample cards.**

In addition to the cards shown in the list of samples, you may also see a Public Alerts card.

Public Alerts provide emergency information from sources such as the National Weather Service and the U.S. Geological Survey. Coverage is currently provided by a limited number of key partners, only in the United States (excepting U.S. Geological Survey earthquake alerts). Google can't guarantee that you'll see every relevant alert. However, Google Now attempts to show you what's important when you need it, in the hope that such alerts are a useful additional source of information. To learn more, visit support. google.com/publicalerts.

About location access, reporting, & history

Location access settings determine whether your tablet can use your current location. When location access is turned on, apps can use it to give you more relevant information, such as nearby restaurants or commute traffic.

To turn off location access for all apps, go to **Settings > Personal > Location access.** If you prefer, you can turn off location access by Google apps while still permitting its use by non-Google apps – just go to **Settings > Accounts > Google > Location settings.**

Location reporting refers your tablet's ability to report your current location for the purpose of recording your location history.

Location history refers to your tablet's ability to store your past locations, including home and work.

When you decide to use Google Now, you'll start reporting your location and turn on your location history. Google won't share this information with other users or marketers without your permission.

If you opted in to location history in the past, Google Now uses your previously recorded locations as well as ongoing locations when making suggestions. Turning off location history pauses the collection of location information, but doesn't delete your history. To manage or delete your location details, visit google.com/locationhistory.

Along with location history, Google Now uses your tablet's location access service, which must also be turned on for Google Now to work. To manage this setting, go to ⚏ **Settings > Personal > Location access**.

For more details, see "Control location access, reporting, & history."

About Web History & other data

Google Now uses data from multiple sources to help predict what you need. For example, if you have a synced calendar entry for a dentist appointment, Google Now can check traffic and suggest when to leave. And if you have relevant searches saved in your Web History, such as for your favorite sports team or for upcoming flights, Google Now can also show cards for sports scores, flight status, and more.

To manage your Web History, visit google.com/history. You can delete or pause your Web History and still use Google Now, but certain kinds of information, such as flight details, won't show up.

About Google Search versions

Google Now is part of the Google Search app. To check which version of Google Search you're using, follow these steps:

1. From any Home screen, go to ⊞ All Apps.
2. Touch & hold the 🔍 Google icon, and drag it to the ⓘ App Info icon at the top of the screen.

The version number appears under **Google Search** at the top left.

This chapter describes Google Now version 2.4.10.626027. If you're using a later version, visit Google Now & Search for the latest information.

Use Google Now

To view the Google Now cards that are waiting for you at any particular time, swipe up from the bottom of your tablet, or touch **Google** on any Home screen.

Google Now displays cards when they're most likely to be useful and relevant based on the current time and your current location. To expand that search and get additional ones, touch **Show more cards** below the last card displayed.

Swipe cards away

Swipe cards away when you don't need them.

You'll occasionally be asked whether a card was useful. By answering, you can help Google Now learn which cards are most useful to you and when.

Turn cards off or on

1. From the main Google Now screen, go to **Menu > Settings > Google Now**.
2. Locate the type of card.
3. Touch the card's **On/Off** switch.

Edit card settings

To learn why a card appears when it does, or to adjust your preferences for that card type, touch the Info icon .

The icon turns blue, and the card expands downward, like this:

The italicized text explains why the card has appeared at the current time or location.

In some cases, you can also adjust preferences related to that card (such as Fahrenheit or Celsius for the Weather card). Some cards also let you answer questions that help Google Now fine-tune its performance.

To hide this information, touch the (i) Info icon again.

Some cards rely on details you specify about your home and work addresses, the sports team or stocks you're following, and so on. To edit such details, go to **Menu > Settings > My stuff**.

Adjust notifications

When cards appear, you'll receive a notification. You can touch the notification to open the card, or swipe to dismiss it.

For high-priority card notifications, you can set a ringtone or turn Vibrate on or off. You can also turn notifications for specific types of cards off completely. To adjust notifications:

• Touch **Menu > Settings > Notifications**

Use the Google Now widget

The Google Now widget displays a summary of your current Google Now cards, either on a Home screen or on the lock screen. Touch the widget anywhere to see the details in Google Now.
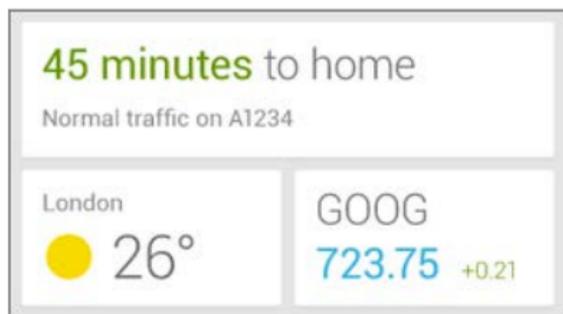
To add a Google Now widget:

1. To the lock screen: Touch the $+$ Add icon and follow the instructions.
2. To the Home screen: Touch the All Apps icon and swipe left until you find the widget. Then touch & hold the widget to activate a Home screen, and drag the widget to the location you want.

Turn Google Now on or off

You can turn Google Now on or off from within the Google Search app:

1. Swipe up from the bottom of any screen, or touch **Google** or the Google icon on a Home screen.
2. Touch **Menu > Settings**. You may need to lower the keyboard to see the Menu icon.

Turn on Google Now from the Settings screen:

1. Touch **Google Now.**
2. In the screen that appears, touch **Yes, I'm in.**

Turn off Google Now from the Settings screen:

1. Touch **Google Now**.
2. Slide the On/Off switch to **Off**.
3. In the dialog that appears, decide whether you also want to turn off Location History. If so, check **Also turn off Location history.** Selecting this option may affect the way other Google products work.
4. Touch **Turn off**.

Turning off Google Now stops the display of cards and returns any card settings you may have changed to their initial state. Turning off location history doesn't delete existing history or turn off location reporting.

Control location access, reporting, & history

This section describes how to set your home and work addresses and manage other location-related features used by Google Now.

Define home & work

As you use Google Now, you may be asked to confirm your home or work address to get commute traffic information, travel help, and more. You can change these addresses in several other ways:

• When a Traffic card appears for home or work, touch the (i) Info icon.
• On the main Google Now screen, go to **Menu > Settings > My stuff > Places**, then edit **Home** or **Work**.
• Visit maps.google.com from a browser and open **My Places**.
• Visit Location history dashboard from a browser, click **Change** next to Time at Work or Time at Home, edit the address, and click **Save.**

Turn off location reporting & history

To turn off both location reporting and location history for your tablet:

1. Go to ⚙ **Settings > Google > Maps & Latitude**.
   This brings you to the **Location settings** screen for Google Maps.
2. To turn off location reporting, touch **Location reporting > Do not update your location**.
3. To turn off location history, uncheck **Enable location history**.

You can turn off and delete your location history and still use Google Now, but certain kinds of information, such as commute traffic, may be limited or won't show up at all.

Delete location history details

Even if you turn off both location reporting and location history, your previously recorded history is still available to Google services such as Google Now.

To delete location history details, follow these steps from a desk-top computer:

1. Open a web browser and make sure you're signed in with the account whose location history you want to manage.
2. Visit google.com/locationhistory.
   A page appears that allows you to view your location history for any date.
3. To delete all your recorded location history, click **Delete all history.**
   Alternatively, from this screen you can delete a portion of your location history starting from a date you choose in the calendar.
4. Click **OK.**

Turn off location access for your tablet

Even when location reporting and location history are turned off, Google can periodically report data for use by various apps from sources such as Wi-Fi, mobile networks, and GPS to determine your precise location at any given time.

To turn off access to precise location information for your tab-let, go to ⚙ **Settings > Personal > Location access** and slide the switch to **Off**.

IMPORTANT: Turning off location access for your tablet also turns it off for Google Now, other Google apps, and third-party apps. That means that no apps can receive your precise location information and many useful features will be disabled.

To keep location access on, you must keep **GPS satellites, Wi-Fi &
mobile network location,** or both settings checked.

If you prefer, you can turn off location access by Google apps
while still permitting its use by non-Google apps — just go to **Set-
tings > Accounts > Google > Location settings.**

For more information about location access settings, see Man-
age location access.

Use your voice on Android

You can speak into your Android phone or tablet to search, get
directions, send messages, and perform other common tasks. To
initiate an action or a search using your voice, touch the 🎤 Mi-
crophone icon on the Home screen or in the Google Search app.

If your device is running Android 4.1 or later, you don't have to
touch the 🎤 microphone — just open the Google Search app and
say "Google."

> **IMPORTANT:** To detect when you say "Google" to launch
> Voice Search or Voice Actions, Google analyzes sound
> picked up by your tablet's microphone in intervals of a few
> seconds or less. The sound is immediately discarded after
> analysis and is not stored on the device or sent to Google.

Turn hotword detection on or off

The ability to trigger a search or action by saying "Google" is called
hotword detection. To turn it off or on, open the Google Search
app and touch **Menu > Settings > Voice > Hotword detection**.

Voice Search

After you touch the Microphone icon or say "Google," Google listens as you speak and initiates the search or action you describe. If Voice Search doesn't understand you, it lists a set of possible meanings. Just touch the one you want.

If you ask your question to Google, the answer can be spoken to you. The answer can be a fact, weather condition, stock price, flight status, sports score, currency conversion, mathematical calculation, and more. Some examples include:

- Weather: *What's the weather like tomorrow morning?*
- Locations: *Where's the nearest pharmacy?*
- Flight status: *When does United Airlines flight 900 depart?*
- Time: *What time is it in London?*
- Events: *When is sunset?*
- Math: *What is the square root of 2209?*
- Translation: *How do you say cucumber in Spanish?*
- Sports: *When is the Red Sox game?*
- Finance: *How is the S&P 500 doing today?*
- Trivia: *How tall is the tallest building in the world?*
- Conversions: *How many dollars is 2600 rupees?*
- Images: *Show me pictures of the Golden Gate Bridge*

Spoken answers are supported for English only at this time. This feature is turned on by default for Voice Search.

Voice Actions

Note: *Voice Actions are supported only in English, French, German, Spanish, and Italian.*

You can use Voice Actions to perform common tasks, such as sending an email or opening an app.

After touching the Microphone icon or saying "Google," speak the Voice Action you want to use. Or say "help" to see examples of the kinds of things you can tell Google to do for you.

Examples include:

- "Set alarm for 8:30 a.m."
- "Send email to Marcus Foster. Subject: Coming tonight? Message: Hope to see you later."
- "Navigate to Mike's Bikes in Palo Alto."

Voice Actions commands

Voice Actions are only supported in English, French, German, Spanish, and Italian.

To see examples of Voice Actions commands on the Google Now screen, say "Google," then "Help."

This table also lists some key Voice Actions phrases.

Say	Followed by	Examples
"Open"	App name	"Open Gmail"
"Create a calendar event"	"Event description" & "day/date" & "time"	"Create a calendar event: Dinner in San Francisco, Saturday at 7:00PM"
"Map of"	Address, name, business name, type of business, or other location	"Map of Golden Gate Park, San Francisco."

"Directions to" or **"Navigate to"**	Address, name, business name, type of business, or other destination	"Directions to 1299 Colusa Avenue, Berkeley, California" or "Navigate to Union Square, San Francisco."
"Post to Google+"	What you want posted to Google+	"Post to Google+ I'm going out of town."
"What's this song?"		When you hear a song, ask "What's this song?"
"Scan a barcode"	Scan a barcode or QR code to learn more about a product.	"Scan a barcode" and hold barcode in front of the device's camera.
"Go to"	Search string or URL	"Go to Google.com"
"Send email"	"To" & contact name, "Subject" & subject text, "Message" & message text (speak punctuation)	"Send email to Hugh Briss, subject, new shoes, message, I can't wait to show you my new shoes, period."
"Note to self"	Message text	"Note to self: remember the milk"
"Set alarm"	"Time" or "for" & time, such as "10:45 a.m." or "20 minutes from now," "Label" & name of alarm	"Set alarm for 7:45 p.m., label, switch the laundry"

| **"Listen to"** | Play music in the Google Play Music app by speaking the name of a song, artist, or album. | "Listen to: Smells Like Teen Spirit" |

Google Now Card list

Cards are displayed when you're most likely to need them. Most are based on information available to your Google account, such as your current location, recent searches, or calendar entries.

Gmail cards display information based on recent confirmation messages in the Gmail account you've selected for use with Google Now. For more details, see "About Gmail Cards".

Travel cards appear when you're away from home.

The samples that follow show some typical Google Now cards. New cards are added all the time. For a complete list of cards available with the most recent Google Now release, go to Google Now card list.

Activity summary
Shows a rough approximation of how far you walked or cycled during the past month.

89 miles in October
12 miles more than September

Summary of September & October

60 miles Bicycling
70 miles Bicycling

17 miles Walking
19 miles Walking

Based on your device's location which is periodically sent to Google. **Learn more.**

Birthdays
Displays an interesting fact about your birthdate on your birthday, and reminds you of friends' birthdays.

Happy Birthday!

You are 1,262,304,000 seconds young today.
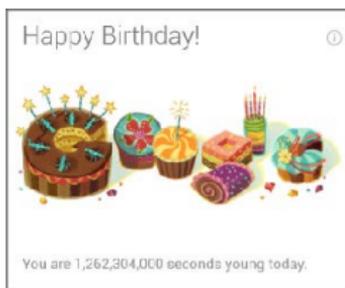
Events nearby
Shown before your favorite artists give concerts near you, or before other popular events are scheduled near you.

The Prodigy
Saturday August 25
Shoreline Amphitheatre

Concert by a favourite artist next month

Learn More

Nearby events

Oakland Raiders vs. Cleveland...
O.Co Coliseum (Oakland Raiders)
in 3 days
Sports

Prince Royce
The Warfield
tomorrow
Concerts

Festival Weekend for Come Out...
SOMArts Cultural Center
Dec 1, noon
Fairs/Festivals
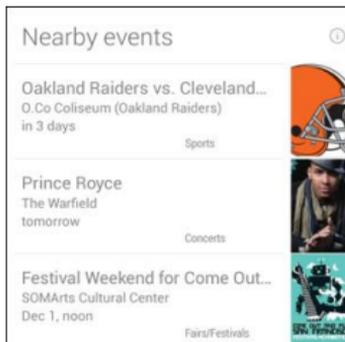
Flights
Shown before flights that you've searched for.

Virgin America flight 25

Status: Delayed / Mon, 29 Oct 2012

Depart New York
JFK   12:30 PM (12:00 PM)
      Terminal 2, Gate 54B

Arrive San Francisco
SFO   1:56 PM (1:31 PM)
      Terminal 4

▲ Navigate to JFK / 32 min

Gmail: Event bookings & tickets
Shown before an event booking confirmed by Gmail.

Walking with Dinosaurs

The O2 Arena
Peninsula Square
London SE10 ABC

Ticket Reminder
Show starts at 7:00pm

◆ Get directions

✉ View email

Fandango ticket for Ice Age

Confirmation #	Showtime
A0586506014	6:45pm
Where	Tickets
AMC Mercado...	2

Gmail: Flights
Shown before flights confirmed by Gmail or boarding passes received in Gmail.

Virgin America
flight 25

Status: Delayed / Mon, 29 Oct 2012

Depart New York
JFK 12:30 PM (12:00 PM)
Terminal 2, Gate 54B

Arrive San Francisco
SFO 1:56 PM (1:31 PM)
Terminal 4

Navigate to JFK / 32 min

View email

Gmail: Packages
Displayed when you receive a shipping notification for online purchases. For some shippers, cards update when the package ships, is out for delivery, or has been delivered. Links on each card bring you to more detailed tracking information.

Shipped - 30 mins ago

Canon EOS Rebel T4i...

2 items from:
The Camera Shop

Estimated arrival:
Wednesday, Dec 26

Shipping Details

View Email

Gmail: Restaurants
Shown before a restaurant reservation confirmed by Gmail.

Le Gavroche
43 Upper Brook Street, London, W1K 7QR

Reservation in 1 hour
Journey time walking 45 minutes

Get directions

View email

Movies
Shows movies playing in your vicinity, and tells you when a movie you're interested in is playing nearby.

	Ice Age	ⓘ
▶	**4:30**, 7:25, 10:25pm	
	CineArts at Santana Row	
	John Leguizamo, Ray Romano	
	🍅 77% · PG · 85 min	
🔍 Search for more theatres		

Movies now playing
CineArts at Santana Row, San Jose ⓘ

	The Bourne Leg...	
▶	**12:00**, 1:30, 4:30, 7:25, 10:25pm	
	Jeremy Renner, Rachel Weisz	
	🍏 56% · PG-13 · 135 min	

	The Dark Knight...	
▶	**4:30**, 7:25, 10:25pm	
	Christian Bale, Tom Hardy	
	🍅 87% · PG-13 · 165 min	

	Brave	
▶	**7:25**, 10:25pm	
	Kelly Macdonald, Billy Connolly	
	🍅 78% · PG · 93 min	

🔍 Search for more theatres

News update
Shows updates related to news items you've read recently.

News related to a story you read earlier ⓘ
Democratic convention:
Obama arena speech
venue moved
Source: BBC News · 27 minutes ago

🌐 Read full story

Next appointment
Shown before scheduled meetings.

Production Meeting @ ⓘ
Sean's office
1:30PM

Photo spots nearby
Shown when you're near a
popular spot for taking photos.

Popular photo spot nearby

< 5 mins

Touch a photo to learn more

Places
Shows nearby businesses
and other places of potential
interest. If you're at a museum or
shop, you can use your camera
to look up artwork or get product
information.

Bi-Rite
Market
Open today
9:00am – 9:00pm
local produce · ice
cream · salted caramel

More details

Check in

Tate Britain
9:00 am - 5:00 pm

turner prize ·
contemporary art

More details

Look up artworks with image

Public alerts
Gives public advisories for your location from the National Weather Service, U.S. Geological Survey, and similar services.


Real estate
Shown when you've searched extensively for property listings and are near a property for sale.

Research topics
Shown when you've recently
used Google Search to research
a topic, such as a trip you're
planning.

Trip to Italy
Continue your research

Italy by Train
A beginner's guide to train travel in Italy,
including trains between Rome, Venice ...
trips2italy.com

Things to do in Italy
Rental Bike Venice, Colosseum, Pantheon,
Trevi Fountain, St Peter's Basilica...
lonelyplanet.com

🌐 Explore more

Sports
Shown for teams that interest
you before, during, or after a
game.

Giants   0 ⓘ
Dodgers   4
Final, April 1

Recap & Highlights

Box score

Stocks
Shown periodically for stocks
you're tracking. For more details,
see "About the Stocks card".

GOOG today   ⓘ
NASDAQ – May 08, 5:48pm EST
602.61   2.97   0.83%
608
604
600
                           Disclaimer
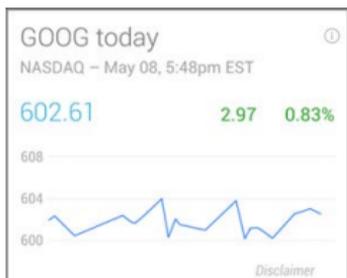
Traffic
Shown before your usual
commute times.
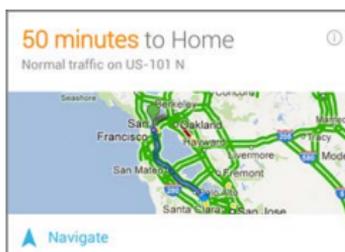
Travel: Currency
Shows the latest currency
conversion information for your
location.
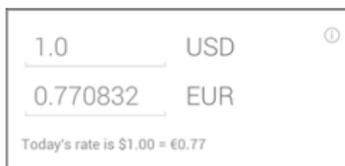
Travel: Nearby attractions
Shown when you're near well-
known attractions, such as
restaurants, museums, cafes,
and so on.
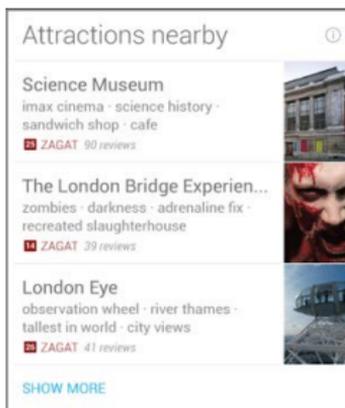
Travel: Time back home
Shown periodically when you're
in a different time zone than
usual.
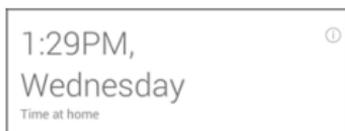
Travel: Translate
Shown when you're visiting a place with a different language, to help translate words and phrases.

	French
	English
🌐 Translate	
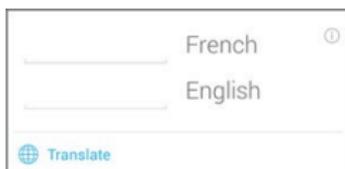
Weather
Periodically displays weather for home, work, or your current location.

London
Sunny
23°
☔ 10% 🌬 9ᵐᵖʰ H 24° L -3°
LATER Light rain at 16:30, heavy rain at 18:00
Show weekly weather

About Gmail Cards

Gmail cards are based on confirmation messages sent to the Gmail account you've selected for use with Google Now. For example, cards appear before restaurant reservations you've made with OpenTable or when you receive email updates for packages in transit.

Gmail cards typically include links to other useful information, such as a link to the email on which the card is based, or directions to a restaurant or hotel from your current location.

You can turn Gmail cards off or on from the main Google Now screen:

- All Gmail cards at once. Go to **Menu > Settings > Google Now** and touch the On/Off switch for Gmail cards.
- Individual Gmail cards. Go to **Menu > Settings > Google Now > Gmail** and check or uncheck each card.

> **IMPORTANT:** Gmail cards appear only if your device and Gmail languages are set to English, and they're currently not available when you're using Google Now with a Google Apps account.

About the Activity summary card

The Activity summary card appears once a month. It provides a very rough approximation of how far you've walked or cycled during that month compared to the previous one. These estimates are based on occasional samples of the accelerometer in your tablet, which are then compared to typical movements involved in walking or cycling.

This information isn't available unless you've turned on location reporting and history for at least one of your Android devices. If you've turned these on for more than one device, the Activity summary card reflects the one you used most often that month.

For more information, see "Control location access, reporting, & history."

About the Stocks card

The Stocks card displays stocks that:

- You've searched on recently.
- You're tracking through Google Finance.
- You've explicitly listed in the Stocks card settings.

You can choose whether to display stocks when their price changes by 1% or more, or in the mornings or evenings.

To change the stocks displayed by the stocks card, do one of the following:

- When the Stocks card is displayed, touch the ⓘ Info icon to modify your existing stock list or add new stocks.
- Go to **Menu > Settings > My Stuff > Stocks**. Then touch the stock you want to remove, or Add stock to add a new one.

About the Research topics card

The Research topics card appears when your recent Web History includes several searches related to a single topic – such as a trip you're planning – and Google detects relevant webpages that you may not have found yet. For this card to appear, you must have Web History turned on for the account you use with Google Now.

To explore more links that may be relevant to the topic, touch **Explore** at the bottom of the card. From the list of links, touch the **History** tab to view a summary of your recent Web History related to this topic.

Search settings

Settings may vary depending on the version of the Google Search app you're using.

To view Google Search settings (including Google Now) to the bottom of the Google Now screen and touch ⋮ **Menu > Settings**.

> **Google Now is turned off for your domain.** If you see this message, you're using Google Apps for Business, and your system administrator has turned off Google Now for your organization. Before you can turn it on, your administrator needs to turn it on for the whole domain.

To get more information about the settings available from this screen, choose ⋮ **Menu > Help**. Or open one of these corresponding online articles:

*   **Google Now**. Turn Google Now off or on and set card options.
*   **Voice**. Control aspects of speech input and output when you search by voice or use voice actions.
*   **Tablet search**. Control which apps on your tablet are included in Google searches.
*   **Privacy & accounts**. Set the account for use with Google Search and search-related privacy options for that account.

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Settings

To open Settings, touch its icon in ⊞ All Apps. To open Quick Settings, swipe down from the top right of any screen.

Settings

To get more information about most Settings screens, touch ⋮ **Menu > Help**.

Quick Settings provide the fastest way to adjust settings that you access frequently, such as Wi-Fi or brightness. You can also reach the main Settings screen from Quick Settings.

Most apps include their own settings, typically available from ⋮ **Menu > Settings.**

These are the main types of settings available. Click the links to see the help articles available for each category.

- **Wireless & networks**. Wi-Fi, Bluetooth, data usage, Android Beam, and related settings.
- **Device.** Sound, battery, sleep, and other display settings.
- **Personal.** Location access, language, and backup/reset options.
- **Security**. Passwords and certificates, app verification, screen lock, and encryption.
- **Accounts**. Sync and other account settings.
- **System.** Date, time, accessibility, and device information.

7

Accessibility

To use the accessibility options available on your tablet, open
Settings > System > Accessibility.

To view detailed information about setting up these options, visit Nexus Accessibility. Options for people with visual impairments include:

• **TalkBack** is a pre-installed screen reader from Google. It uses spoken feedback to describe events, such as notifications, and the results of your actions, such as opening an app.
• **Explore by Touch** is a system feature that works with TalkBack, allowing you to touch your tablet's screen and hear what's under your finger via spoken feedback. This feature is helpful to people with no vision.
• **Accessibility settings** let you modify your tablet's display and sound options, such as increasing the text size, changing the speed at which text is spoken, and more.

If you have low vision and don't plan to use Explore by Touch, visit support.google.com/nexus to see Help content formatted for sighted users. You can make reading and navigating this material easier by increasing the text size — just open Chrome, go to **Menu > Settings > Accessibility**, and drag the slider to adjust the text size.

You can also try magnification gestures, which allow you to zoom in and out, as well as temporarily magnify what's under your finger. To try magnification gestures, go to **Settings > Accessibility > Magnification gestures**.

Appendix: Hardware reference

What's in the box

Nexus 7

Micro USB cable
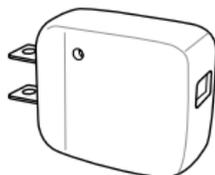
USB charging unit

Quick Start Guide

Warranty

- A SIM card ejection tool is also included with the mobile data model.
- If any item is damaged or missing, contact your point of purchase for assistance
- The bundled USB charging unit varies by country or region.

Nexus 7 hardware

FRONT

Front-facing camera

Touch screen

SIDE   BACK   SIDE

Microphone

Power/lock key

Volume key

nexus

NFC area

Microphone

SIM card tray

Speaker

/ISUS

4-pin connector

3.5mm headset jack

Micro USB port

BOTTOM
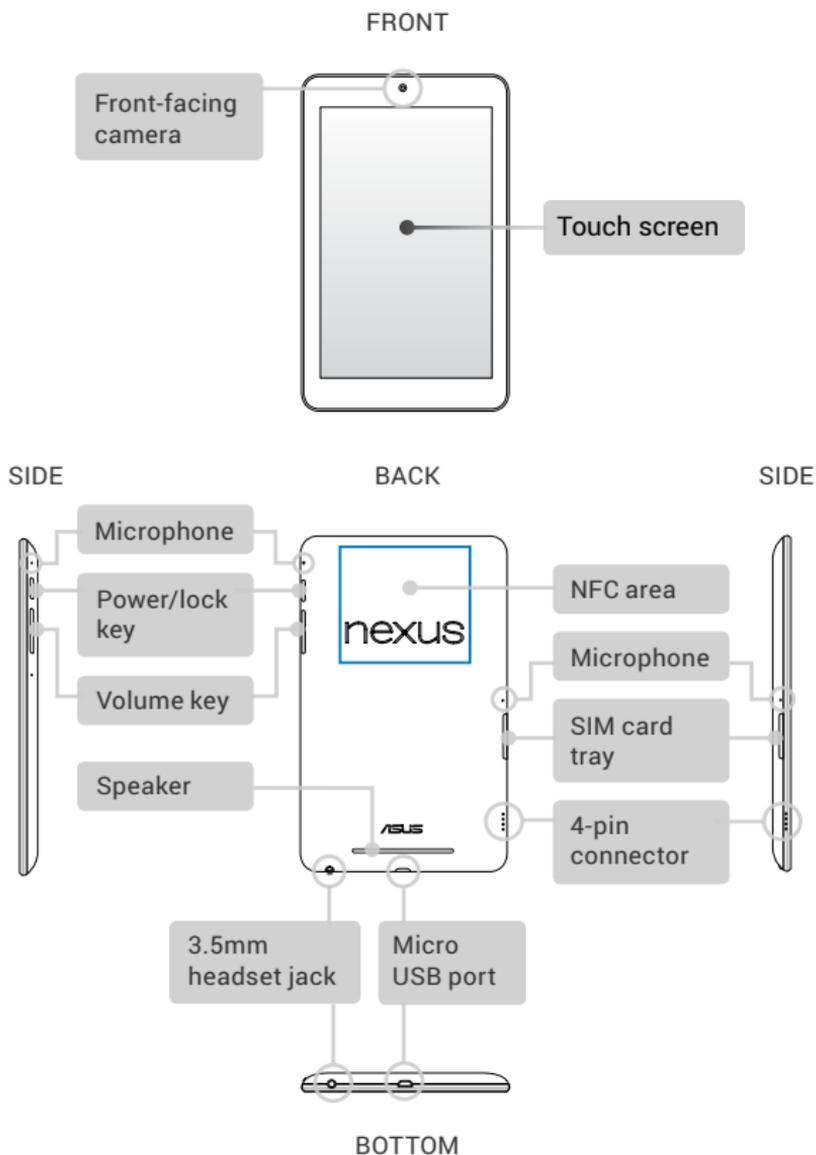
NOTE: SIM card tray is available only for Nexus 7 with mobile data, and microphone is lower on Wi-Fi-only model.

Specs (Wi-Fi models)

Screen	7" 1280x800 HD display (216 ppi)
	Back-lit IPS display
	Scratch-resistant Corning® glass
Size	198.5 x 120 x 10.45mm
Weight	340g
Camera	1.2MP front-facing camera
Wireless	WiFi 802.11 b/g/n
	Bluetooth
Memory	8, 16, or 32 GB internal storage
	1 GB RAM
USB	Micro USB
Battery	4325 mAh (up to 8 hours of active use)
OS	Android 4.2 (Jelly Bean)
CPU	Quad-core Tegra 3 processor
Features	Microphone / GPS
	NFC (Android Beam) / Magnetometer
	Accelerometer / Gyroscope
Compatible file types	DOC/DOCX/DOT/DOTX/RTF/TXT (Word)
	XLS/XLSX/CSV (Excel)
	PPT/PPTX/PPS/PPSX/POT/POTX (PowerPoint)
	PDF

Specs (32GB + mobile data)

Screen	7" 1280x800 HD display (216 ppi)
	Back-lit IPS display
	Scratch-resistant Corning® glass
Size	198.5 x 120 x 10.45mm
Weight	347g
Camera	1.2MP front-facing camera
Wireless	WiFi 802.11 b/g/n
	Bluetooth
	NFC (Android Beam)
Memory	32 GB internal storage (actual formatted capacity will be less)
	1 GB RAM
Sensors	Microphone
	NFC (Android Beam)
	Accelerometer
	GPS
	Magnetometer
	Gyroscope
USB	Micro USB
Battery	4325 mAh (up to 8 hours of active use)
OS	Android 4.1 (Jelly Bean)

CPU	NVIDIA® Tegra® 3 quad-core processor
Network	Unlocked GSM/UMTS/HSPA+
	GSM/EDGE/GPRS (850, 900, 1800, 1900 MHz)
	3G (850, 900, 1700, 1900, 2100 MHz)
	HSPA+ 21
Compatible file types	DOC/DOCX/DOT/DOTX/RTF/TXT (Word)
	XLS/XLSX/CSV (Excel)
	PPT/PPTX/PPS/PPSX/POT/POTX (PowerPoint)
	PDF

DO NOT throw Nexus 7 in municipal waste. This product has been designed to enable proper reuse of parts and recycling. The symbol of the crossed out wheeled bin indicates that the product (electrical, electronic equipment and mercury-containing button cell battery) should not be placed in municipal waste. Check local regulations for disposal of electronic products.