

Basic Editing

Move the insertion point: Touch where you want to type. The cursor will blink in the new position and a blue tab will appear below it. Drag the tab to move the cursor.

Select text: Touch & hold or double-tap within the text. The nearest word will be highlighted and blue tabs will appear. Drag tabs to edit selection.

Delete text: Touch  to delete characters or selected text.

Insert Capital Letters: Tap the  key once to insert one capital letter. Or hold  key while you type.

Turn on caps lock: Double-tap  key. It will turn into . Tap again to return to lowercase.

Cut, Copy, paste: Select the text you want to manipulate. When highlighted, touch  Cut,  Copy, or  Paste.



Keyboard Settings



Input languages: Select different languages to be included when typing.

Android Keyboard Settings: Edit keyboard settings such as Auto-capitalization, Sound, Auto correction, and Input methods & styles.

Add-on dictionaries: Install dictionaries of different languages by selecting the language and tapping **Install**.

7. Voice Actions

You can use Voice Actions with Google Search to get directions, send messages, and perform a number of other common tasks.

To initiate a Voice Action you can:

- Tap the Microphone Icon in a search box
- Tap the Microphone in the Chrome omnibox
- Touch Google on the Home Screen and say “Google”

Next, speak the Voice Action you want to use. Here are some typical examples:

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

As you speak, Voice Search analyzes your speech and initiates the action.

If Voice Search doesn’t understand you, it lists a set of possible meanings. Just tap the one you want.

Some Voice Actions, such as “send email” and “note to self,” open a panel that prompts you to complete the action by speaking or typing more information.

When prompted, you can:

- Touch any text already in the panel to add, or edit the text by typing. (You can tap the Microphone icon again to continue speaking instead of typing)
- Touch underlined words or phrases, drag across multiple words to view a list of alternate transcriptions, or edit by speaking or typing.
- Touch a button at the bottom of the window to add any optional fields (you can also speak the name and content of any of these fields)
- When you are done, touch the button appropriate to complete the action, such as **Send**.

Voice Commands



To initiate a Voice Action touch the Microphone icon

Next, speak the Voice Action you want to use.

Some handy voice commands are:

Say	Followed By	Examples
[Words you want to seach for]		“bike shoes”
“Map of”	Address, name, business name, or other destination	“Navigate to Union Square” or “1299 Colusa Ave, Berkeley, CA”
“Go to”	Search string or URL	“Go to Google.com”
“Note to self”	Message text	“Note to self: remember to buy milk”
“Define”	Word to define	“Define campanile”
“Weather”	Location	“Weather Detroit”
“Movie”	Movie location and Movie name	“Movie, Movie Los Angeles, Argo”
“Pictures of”	Topic	“Pictures of cats”
“Translate to”	Language & Phrase	“Translate to French, Where is the restroom?”
[A math phrase]		“75 divided by 6”

8. Exploring Apps

Open up some Apps to better familiarize yourself with your new tablet.

Gmail



Use Gmail to read and write email from any mobile device or browser.

When 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.

Calendar



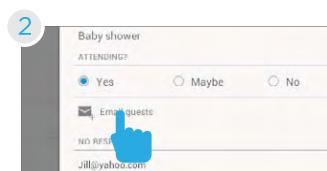
Use the Calendar app to view and edit your schedule.

Touch an event to view its details.
Touch icons across the top of the screen or Menu to search/create events, return to today, or adjust settings.

To email everyone who is invited to an event:



Tap event on Calendar



Tap Email Guests

Clock



Setting an alarm:
Touch **set alarm**
Select the time you want, then tap **Done**

Camera



Tap the camera app to take pictures and videos to share with your friends and family.

Taking Photos:

- Make sure the small camera icon is selected
- Tap the blue circle to take a photo
- To zoom in/out, Drag the small white circle towards or away from the +/- signs
- Tap the settings icon to change the White Balance, Exposure, or to restore default Camera settings.

Recording Video:

- Make sure the small camcorder icon is selected
- Tap the red circle to start recording
- To zoom in/out, Drag the small white circle towards or away from the +/- signs
- Tap the red circle again to stop recording
- Tap the settings icon to change the White Balance, Effects, Time lapse, or restore default Video settings

Included Apps



Calculator: Basic calculator functions



Calendar: Keep track of your schedule and set reminders



Camera: Take photos and record videos



Chrome: Write and read emails.



Clock: Set the time and alarms



Downloads: Manage your downloads



Email: Sync your email accounts



Evernote: Keep notes and to-do lists



File Manager: Browse for files to open, delete, etc.



Flash Player: Provides Flash compatibility



Gmail: Read & write email



Google: Stay up to date with Google Now cards



Google Settings: Edit your Google Account settings



Google+: Connect with friends and family through Google's social media



Kingsoft Office: Type documents, make spreadsheets and presentations



Local: Search maps, restaurants, or traffic of your current location



Maps: Find directions and locations



Messenger: Keep in touch with your friends and family on Google+



People: Manage your contacts



Play Books: Read your favorite e-books



Play Magazine: Read magazines



Play Movies & TV: Play movies & TV shows



Play Music: Music Player



Play Store: Shop for apps, movies, shows, books, music, and more



Pogoplug: Connect to the internet to access and share your files. Includes 5GB of cloud storage



Settings: Adjust settings on your tablet



Sound Recorder: Record audio using the built-in microphone



Talk: Stay in touch with other Google Talk users



Video: Video and image gallery



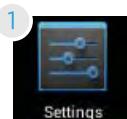
Voice Search: Search the internet by speaking your search query



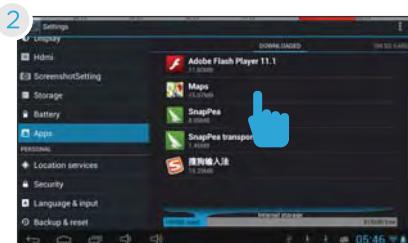
YouTube: Stream your favorite videos on the web

Uninstalling Apps

To Uninstall an unwanted App:

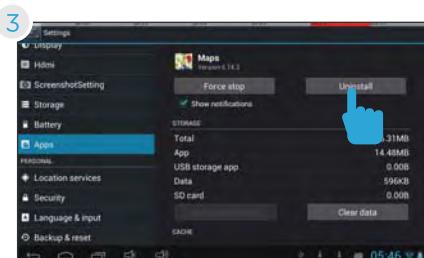


1 Tap **Settings**



Under **Device**, tap **Apps**.

Then tap the App that you want to uninstall



2 Tap **Uninstall**

9. Google Accounts

Why use a Google Account?

Google Accounts let you organize and access your personal information from any computer or mobile device.

Sync & Back-up: Whether you draft an email, add a contact, or add an event to your calendar, your work continuously gets backed up and synchronizes with any computer with the same Google Account.

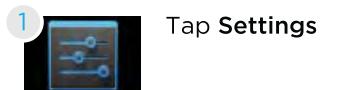
Accessibility: Check your latest emails, events, or text messages wherever you are on any computer or mobile device.

Security: Google works round the clock to ensure your private information stays secure.

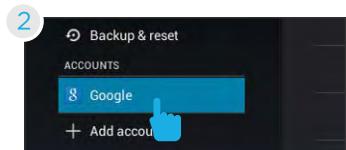
Shopping: Connect your Google account with your Google Wallet to easily purchase music, books, apps, and more on Google Play and other online stores.

Services: Your Google Account also lets you take full advantage of other Google apps and services such as YouTube, Google Play, Google Talk, Google Maps, Navigation, Messaging, and more.

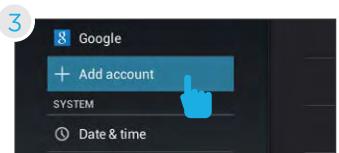
Add a Google account



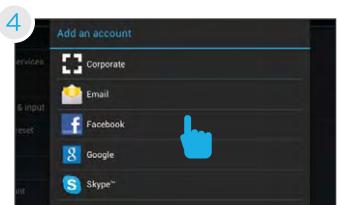
1 Tap **Settings**



2 Under Accounts,
tap **Google**



Tap **Add account**



Tap what kind of account you want to add and sign in.

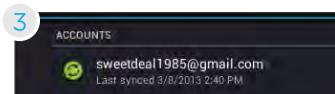
Remove a Google account



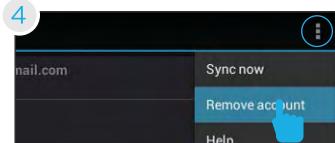
Tap **Settings**



Under Accounts, tap **Google**



Tap the account that you want to remove.



Tap Menu icon and then **Remove account**

Google Play



Google Play brings together all of your favorite content in one place. Access movies, TV shows, music, books, magazines, apps, and more when you sign in with your Google Account. You can also shop for more games, books, magazines, and more in the Google Play Store.

Google Play Widgets

My Library: Displays your most recently used books, music, and so on. Tap any of the images to view your content - plus free gifts from Google.

Recommended Apps: Recommends apps that you can add to your home screen.

All Google Play recommendation widgets work the same way:



Tap to see a different suggestion



Tap to avoid future suggestions like this



Hold and drag blue dots to resize

Google Play Store



Purchase more music, games, apps, widgets, books, magazines, and more with the Google Play Store App.



With Google Play, shop the world's largest eBookstore now with over 4 million books-available on web, tablet, and phone.



Your favorite magazines come to life on Google Play. Shop hundreds of titles and enjoy anywhere you go on any Android phone or tablet.



Choose from thousands of movies and TV shows on Google Play and stream them instantly on your Android phone, tablet or the web.



Buy now, listen now, sync never, with music on Google Play.

10. Google Now™

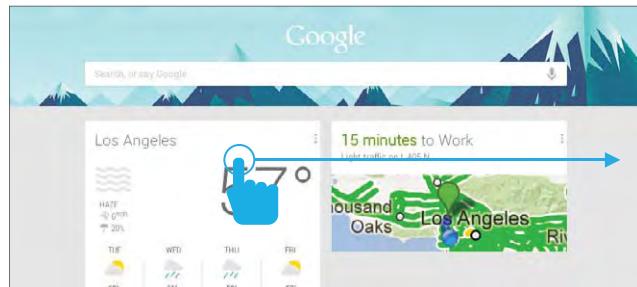
Google Now uses contextual data from your tablet and from other Google products to supply you with just the right information at just the right time.

Touch the  icon on the Home screen or swipe up from the  icon to open Google Now.

Google Now Cards

Google Now displays cards when they're most likely to be useful and relevant based on the current time and your current location. Find out what the weather is like, how much traffic to expect before you leave for work, or how your favorite sports team is doing.

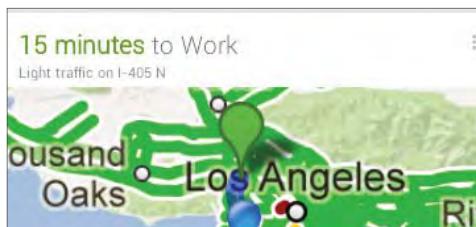
To dismiss a card from the Google Now screen, swipe it away. The card will return the next time it's relevant, which may be hours or days from now.



You can turn Google Now cards on or off at any time. To do so from the main Google Now screen go to **Menu < Settings < Google Now** and choose a specific card. You can then check or uncheck when you would like that card to appear.

Location Access

Find out what the weather is like or how the commute to work will be by confirming your home and work locations.



Google Now Settings

In order to get to your Google Now settings from the Google Now Main Screen, touch the Menu icon at the bottom right of the screen. Then touch Settings. 4 types of settings will be available.

Google Now: These settings allow you to turn Google Now On or Off. It will also take you through a brief introduction to Google Now and you will be given the chance to opt in. From the settings screen you can also change the priority of cards and also sound settings for notifications.

Voice settings: Voice settings control different aspects of speech input and output.

- Language: Select a language to use for Voice Searches. The Voice Search language can be different from the language displayed by your tablet.
- Speech Output: Select **Hands-free only** to turn on speech output only when using a headset.
- Block offensive words: Check to ensure that search results with offensive language are blocked.
- Hotword detection: When this is checked, you can say "Google" when viewing the Google Now screen to initiate a voice search or action.

Tablet Search: Select which apps in your tablet are included in Google searches.

Privacy & Accounts: Control search-related privacy options for your Google account.

- Manage location history: Opens Google Maps settings, where you can turn location settings and location reporting on or off.
- Location services: Allows you to turn location access by all Google apps on or off.
- Show recent searches: Check if you want search suggestions based on your recent searches.
- Manage Web History: View your Web History after signing in

11. Tablet Settings

Wi-Fi: Turn Wi-Fi on to see available networks and connect.

Sound: Adjust the volume, notifications, and alarm sounds.

Display: Adjust brightness, change your wallpaper, turn on/off screen rotation, sleep settings, and font size.

Storage: Provides storage use data.

Battery: Provides battery usage data.

Apps: Tap an app to force stop, uninstall, clear data, move to SD card, or clear data.

Location services: Allow google to use data to determine your location for improved search results.

Security: Adjust settings to make your tablet more secure. Allow installation of non-Market apps.

Language & input: Set language, spelling correction, keyboard and voice settings.

Backup & reset: Backup data and factory reset your tablet.

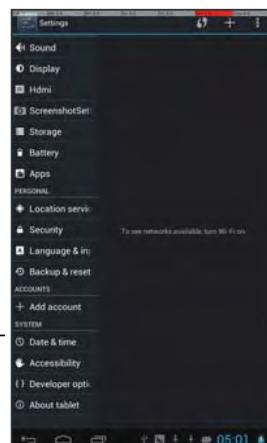
Accounts & sync: Tap to add or remove Email accounts.

Date & time: Set the date, time, and time zone.

Accessibility: Adjust settings for users with poor vision.

Developer options: Advanced settings for developers.

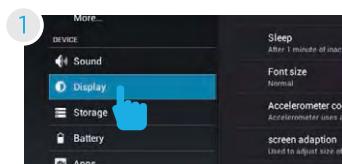
About tablet: Model number and general tablet information.



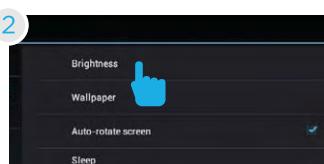
12. Tips & Tricks

Extending Battery Life

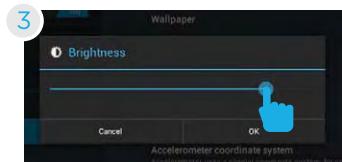
Reducing the Brightness of your screen can help extend your battery life.



In Settings tap **Display**.



Tap **Brightness**.

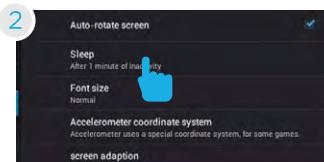


Use the slider to adjust the brightness. Then tap **OK**.

Use a Quick Screen Timeout.

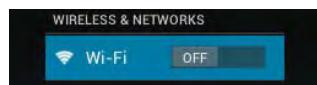


In Settings tap **Display**.

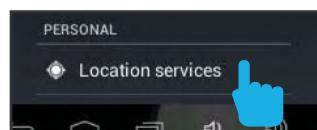


Tap **Sleep**.

Switch off Wi-Fi if you're not close to a strong signal.



Disable Location Services.

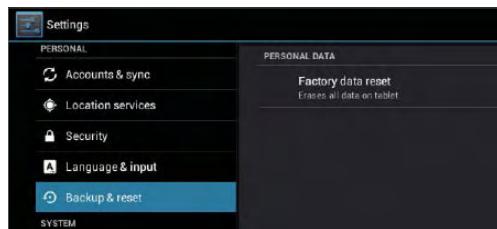


Reset/Restore



Reset Device

Reset the device by pressing the button with a small object such as a paperclip.



Factory Restore

Select Backup & reset in the settings app to restore factory settings. This will erase all data on the tablet.

Troubleshooting

Cannot turn on the tablet.

Check the tablet's power level. Please charge it before starting it. If your tablet still cannot be turned on, you may reset it before you turn it on.

No sound from earphones.

Check if volume is set to '0'. Or earphone may be broken, please try another one.

Loud static noise.

Check if there is dust in the earphone or speaker. Check if the file is broken.

Frozen to any operation.

Press and hold the power button for 6 seconds to reset the device.

Application is not working.

Possible reasons may be that this app is not compatible with your OS or the downloaded .apk file is broken. You may need to download a full version.

How do I delete a Google account?

If an account is added, the account is shown in Accounts of Settings, where you may also add another account. To delete an undesired account, tap the account, then tap the menu icon in the upper right hand corner and choose Remove account.

Customer Support

Visit ematic.zendesk.com to stay updated with announcements, get answers from the community, and share your feature suggestions with us.

Tips & Tricks FAQs Community Help

You can also submit a request for assistance or send an email to customerservice@ematic.us

The screenshot shows the eMatic Customer Support website's knowledge base page. At the top, there is a navigation bar with links for HOME, KNOWLEDGE BASE, SUBMIT A REQUEST, and CHECK YOUR EXISTING REQUESTS. Below the navigation bar, a banner reads "Welcome to eMatic Customer Support" and encourages users to stay updated with announcements, get answers from the community, and share feature suggestions. It also provides an email address for submitting requests. The main content area is titled "Knowledge Base" and features a search bar. Below the search bar, there are two tabs: "Overview" and "Recent". Under "Overview", there are sections for "Announcements (0)" (No topics found), "Community Help (30)" (with three items listed: "Can't get my EMATIC to work!", "how to factory reset a eglide tablet?", and "how to un-freeze a mp3 Player"), "Tips & Tricks (4)" (with two items listed: "ebook Reader FAQs" and "Mp3 Player FAQ"), and "Feature Requests (1)" (with one item listed: "Loading KOBO books that are already in my library").

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The Ematic brand and products are owned by Shaghali, Ltd.

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1. This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:
 - (1) This device may not cause harmful interference.
 - (2) This device must accept any interference received, including interference that may cause undesired operation.
2. Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

RF WARNING STATEMENT:

The device has been evaluated to meet general RF exposure requirement. The device can be used in portable exposure condition without RF striction.

