

# **TOUCHBOOK G7**

**USER MANUAL**

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## **Safety Information**

Please carefully read the terms below:

### **Use Safely**

Do not use the tablet in situations where it might cause danger.

### **Transportation Safety**

Please observe all transportation laws and regulations.

Please drive with both hands on the wheel.

**PLEASE DRIVE RESPONSIBLY - DO NOT TEXT AND DRIVE**

### **Hospital Safety**

Please follow hospital rules and limitations.

Please turn off your tablet when near medical instruments.

### **Airport Safety**

Remember to follow all airport and flight safety regulations.

Please do not use your tablet during flight.

### **Chemical Warning**

Do not use your tablet around fuels or chemicals.

### **Temperature Warning**

Do not subject your tablet to extreme temperature conditions.

### **Water Hazard**

Your tablet is not waterproof. Keep your tablet away from water or liquid to avoid damage.

### **Emergency Calls**

Make sure your tablet is switched on and in a service area. In home screen, tap the dial key and dial the emergency number.

## **Accessories and Batteries**

Use only Blu authorized batteries and accessories.

### **Information Backup**

Remember to keep a written record of all important information.

### **Battery Safety and Precautions**

- For better performance and longer battery life, it is recommended that you charge the battery fully before using the tablet for the first time.
- The optimum performance of a new battery is typically achieved after two or three complete charge cycles. **Note:** Keep in mind that continuous overcharging will affect long term battery life.
- While charging, keep the tablet out the reach of children.
- Store the battery in a cool and dry place away from direct sunlight and water.
- Do not expose batteries to extreme temperatures (below -8°C (18°F) or above 43°C (110°F).
- Immediately stop using the battery if it produces an odor, cracks and leaks, overheats, distorts or has any other type of physical damage.
- Avoid using the charger near or around liquids. If the charger comes in contact with water or any liquids, immediately unplug it from the outlet to reduce the risk of overheating, charger malfunction, electric shock or fire.

**Warning:** Please be careful with the disposal of used batteries. Do not throw away batteries with daily waste. Please follow local environmental laws and guidelines for proper waste disposal.

### **Cleaning and Maintenance**

- Avoid using the tablet and accessories in excessively moist areas to avoid malfunction.
- Use a soft, dry cloth to clean the tablet, battery and charger.
- Do not use alcohol, thinner, benzene or any other solvent to clean the tablet.

### **FCC Regulations**

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

● This device 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.

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

### **RF Exposure Information (SAR)**

This device is designed and manufactured not to exceed the emission limits for exposure to radio frequency (RF) energy set by the Federal Communications Commission of the United States.

During SAR testing, this device was set to transmit at its highest certified power level in all tested frequency bands, and placed in positions that simulate RF exposure in usage against the head with no separation, and near the body with no separation. Although the SAR is determined at the highest certified power level, the actual SAR level of the device while operating can be well below the maximum



value. This is because the device is designed to operate at multiple power levels so as to use only the power required to reach the network. In general, the closer you are to a wireless base station antenna, the lower the power output.

The exposure standard for wireless devices employing a unit of measurement is known as the Specific Absorption Rate, or SAR.

The SAR limit set by the FCC is 1.6W/kg.

This device is complied with SAR for general population /uncontrolled exposure limits in ANSI/IEEE C95.1-1992 and had been tested in accordance with the measurement methods and procedures specified in IEEE1528. This device has been tested and meets the FCC RF exposure guidelines when tested with the device directly contacted to the body.

The FCC has granted an Equipment Authorization for this model device with all reported SAR levels evaluated as in compliance with the FCC RF exposure guidelines. SAR information on this model device is on file with the FCC and can be found under the Display Grant section of [www.fcc.gov/oet/ea/fccid](http://www.fcc.gov/oet/ea/fccid) after searching on FCC ID: YHLBLUTBG7.

For this device, the highest reported SAR value for usage against the head is 0.89 W/kg, for usage near the body is 1.18 W/kg.

While there may be differences between the SAR levels of various devices and at various positions, they all meet the government requirements.

## **IC Notice**

This device complies with Industry Canada license-exempt RSS standard(s). Operation is subject to the following two conditions:

- (1) this device may not cause interference, and
- (2) this device must accept any interference, including interference that may cause undesired operation of the device.

Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes:

- (1) l'appareil ne doit pas produire de brouillage, et
- (2) l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en

This Class B digital apparatus complies with Canadian ICES-003.

Cet appareil numérique de la classe B est conforme à la norme NMB-003 du Canada.

IC: 11492A-TBG7

### **IC Radiation Exposure Statement**

This EUT is compliance with SAR for general population/uncontrolled exposure limits in IC RSS-102 and had been tested in accordance with the measurement methods and procedures specified in IEEE 1528 and IEC 62209. This device and its antenna(s) must not be co-located or operating in conjunction with any other antenna or transmitter.

Cet appareil est conforme aux limites d'exposition DAS incontrôlée pour la population générale de la norme CNR-102 d'Industrie Canada et a été testé en conformité avec les méthodes de mesure et procédures spécifiées dans IEEE 1528 et IEC 62209. Cet appareil et sa ou ses antennes ne doivent pas être co-localisés ou fonctionner en conjonction avec tout autre antenne ou transmetteur.

## Appearance and

Front Camera



## Key Functions

Power

Volume

Rear Camera



Speakers 

## Introduction

### Installation of the SIM Card

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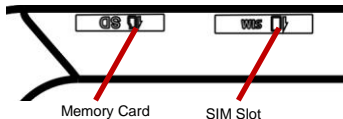
Please keep the SIM card out of the reach of children. The SIM card and its contact are easily damaged due to scratching or bending. Please be cautious when carrying, installing or taking out the SIM card.

**Note:** Please contact your cellular tablet service provider directly to obtain the SIM card.

#### To insert SIM card:

1. Power off tablet (if powered on) and insert the SIM card.
2. Insert an SD card.

*(For additional storage capacity)*



3. Power on the tablet.

### **Power On, Power Off and Unlock**

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**On** - Please ensure the SIM card has been properly inserted into the tablet. Long press the Power key to switch on the tablet.

**Off** - In standby mode, long press on Power key until an options menu appears. Select Power Off in the menu to switch off the tablet.

**Unlock**-In standby mode, swipe the screen up to unlock.

### **Security**

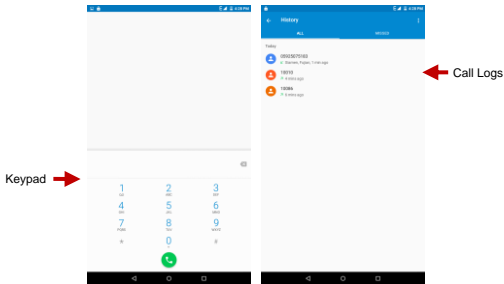
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You may set a security lock feature as a security measure for the tablet. For further information regarding password locks, password revision and other functions please enter into the security option in system settings.

## Call Functions

At the dial keyboard, enter the phone number and then click the dial key. If dialing an extension, you may click the dial pad icon in the bottom of the screen to open the interface and enter the number of the extension. You may also press and hold the 0 key to add a (+) sign when adding an international dialing prefix.





## Call Logs

Every number called and received will be saved in the call log. All numbers in the call log can be dialed directly by clicking the number and select CALL BACK. When the number appears on the list, click it to view additional details.

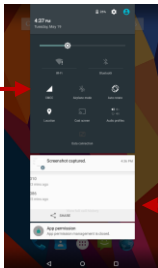
# Notifications Bar

The notification bar is the status bar located on the top of the screen which contains useful and important information regarding your tablet and applications that are installed.



On the notification bar, several icons will appear such as signal bar, battery indicator, data indicator, Bluetooth and Wi-Fi. You may slide the notification bar down with your finger to display any pending notifications or actions.

Quick Notification  
Settings



Pending  
Notifications and  
Applications

### **Quick Notification Settings**

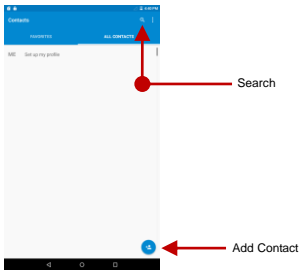
The notification settings window provides shortcuts to different settings for quick access. When you slide the notification bar down with your finger to display any pending notifications, touch any place of pending notifications and slide down again to see Quick Notification Settings.

**Note:** To remove pending notifications, drag down the notification bar on the top of the screen and click the clear notification icon on the upper right hand part of the screen (3 horizontal lines).

# Contacts

**Enter:** Click on the applications menu and select contacts

- The default display is the tablet contacts and SIM card contacts
- The contacts are organized alphabetically by default.




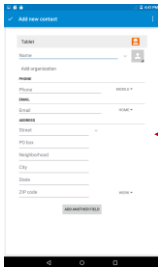
Click the Search icon to enter the contact search interface. Any numbers or letters associated with any of the contacts saved in the list will be shown in the search results.

If there were no matches for the inputted contact, the interface will display no contacts found.

### Add New Contact

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- Click the  icon to add contact.
- Select to save contacts to tablet, Gmail account or SIM card.
- You may edit contact picture, name, telephone number, address, and email among other options.
- Click **Add new contact** to save contact.



← Contact Information Field

# Messaging

You may use this function to exchange text messages and multimedia messages with your family and friends. The messages to and from the same contact or tablet number will be saved into a single conversation so you may see the entire message history conveniently.

## **Send an SMS**

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Application Menu » Messaging » New message

- Click the contact icon to enter text message recipient
- Compose Message
- Click to send

## **Send an MMS**

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When creating message, the default message style is SMS. The message will automatically convert to MMS when adding an attachment.

**Note:** 10 pages of SMS will convert to MMS.

- Click the Paperclip icon in the messaging interface.
- Click to add attachments and create an MMS message.



## Bluetooth & Wi-Fi

Bluetooth is a short-range wireless communications technology that devices can use to exchange information and connect to different types of devices which include headsets, car kits, and other devices.

## **Power on Bluetooth**

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- 1) Settings » Bluetooth and select ON to power on Bluetooth.
- 2) The Bluetooth icon will appear in the notification bar. The tablet will start to scan for all devices within range.
- 3) In Bluetooth settings all the devices found will displayed in the list under the icon.

**Note:** The default detecting time is 2 minutes.



List of available devices



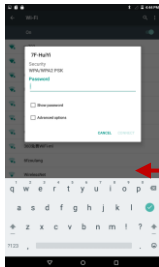


## Power on Wi-Fi

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- Settings » Wi-Fi and select ON to power on Wi-Fi
- Click on the desired Wi-Fi network to be connected.

**Note:** Unsecured networks can be connected to directly - Secured networks require a password or credentials prior to connection.



List of available networks and the network connection screen

# Downloads

The download section keeps sorted all of the files that have been downloaded on the tablet. The section can display the download by date or by size. To clear the file from the list, touch and hold the target file until delete icon  appear, and then touch  to remove the file.



Downloads may be sorted  
by name, date, and size

# Internet Browser

## **Menu Functions**

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### **Backward**

After browsing through multiple pages, this option will return the user to the previous page.

### **Forward**

After browsing through multiple pages, this option will move to a web page after the current page.

### **Windows**

You may view all windows open by clicking the windows icon in the upper right part of the browser.

### **Bookmarks**

Click the save to Bookmarks option to make the current URL as a saved Bookmark.

Click Bookmarks/History to opened saved bookmarks.

### **More**

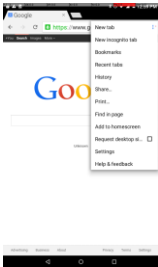
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Find on page: Search current page.

Share page: Select to share the current page.

Save for offline reading: Saves page for offline reading.

Settings: Contains a variety of browser settings.

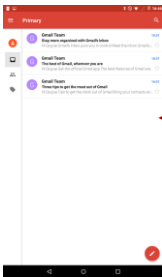


Click on the menu key to  
access the browser settings

# Gmail

Gmail is Google's free email service. To access the Gmail program, click the applications menu and click on the Gmail icon and either sign in with your existing account or create a new one.

**Note:** In order to keep accounts streamlined with Google services, your Gmail account will be used for various Google programs which include: Google Play Store, Google Drive, Google +, Google Photos, and Google Wallet.



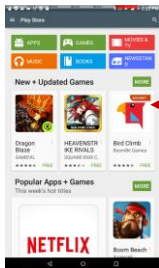
The Gmail inbox is separated by default in 3 different categories.

These categories include primary inbox, social inbox where all your Facebook, Twitter, and social media emails are separated to and your Promotions inbox where all your commercial emails are separated.

You may add or delete other categories in Gmail settings

# Play Store

Google Play allows you to download music, movies, and even games. Click the Play icon to sign in with your Google account.



Select between Google Play categories which include: Applications, Games, Movies, Music, Books and Newsstand

# Camera

## Camera

**Prior to use:** Install memory card before using the camera or video camera. All photos or videos taken are

*typically stored in the memory card for large storage capacity for images.*

## **Open Camera**

- Applications Menu » Camera
- Select video mode if you want to record videos.

**Note:** *You may place a camera shortcut icon on any of the screens.*

## **Take Pictures**

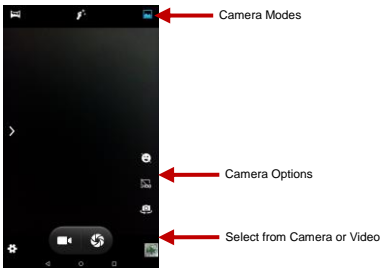
- Aim the object that the picture will be taken.
- Press the Shutter button on the screen.
- After taking the picture, the file will be saved in the camera's gallery folder. You can view the photos by clicking the preview box button.

You may adjust various settings for the camera by pressing Menu while in the camera interface. When in the camera viewfinder mode, you can switch to video or photos' gallery.

# Gallery

## Open Images

Click on the applications menu then click on the gallery icon to enter and view stored media







List of different  
gallery albums


## **Share Pictures**

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You may share pictures by sending them through different types of installed applications. You may also send pictures through the MMS message function by attaching a picture and also via Bluetooth.

## **Adjust Image**

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Press target picture once to maximize it and select edit icon  to adjust images. You may select from different effects that may include: Punch, Vintage, B/W, Bleach, Instant, Latte, Blue, Litho, X-Process. Or you may select from different built-in picture frames to modify your picture.

## Crop Pictures

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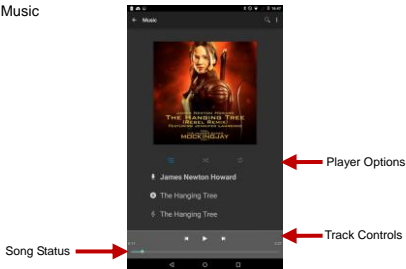
Click menu and crop to adjust the size of the picture. Once the picture appears, pinch your fingers in or out to adjust the size. To keep proportion, hold down any of the four corners of the image and adjust.

# Music

## Open Music

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Application Menu » Music



## **Search Music**

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You may choose to search for music from media folder through artist name, song name, album name. The following formats are available: AMR, MIDI, MP3, WAV, and OGG.

# **FM Radio**

## **FM Radio**

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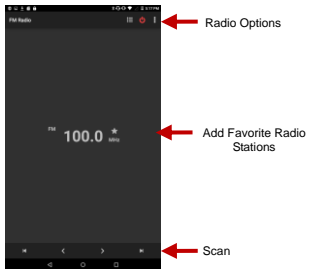
Through this function, you may listen to FM radio on the device. The FM radio uses the wired headset as an antenna in order to receive signal. Before using this function, connect the original equipment headset that came with the tablet.

## **Open FM radio**

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Press the FM Radio icon to open the application.

Click Search automatic scans of FM channels and then click to add favorite radio stations.



### **FM Radio as Background**

Click on the Home key to move the FM Radio to the background.

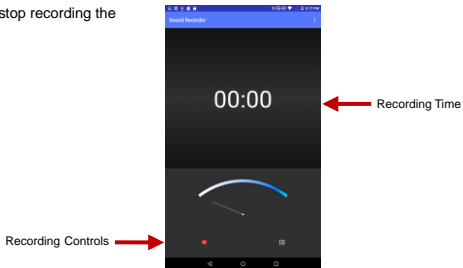
# Sound Recorder

You may send any recorded audio via Bluetooth or MMS and also have the option to make any recorded audio the tablets default ring tone. The recorder uses only 3GPP format.

## Record

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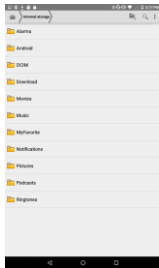
- Keep the mic near the voice source.
- Click the record button to record the audio.
- Click the stop button to stop recording the audio.



**Note:** All recordings are typically saved in the SD card folder. Please ensure SD card is installed.

## File Manager

The file manager allows you to search and organize your stored files conveniently and efficiently through one program.



Scroll and search through the File Manager for stored files.

You may also search or add new folders from the File Manager interface

# Calendar

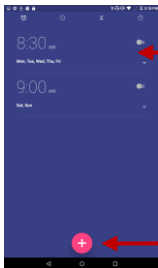
The calendar helps keep track of your life's most important moments in one application.



Long press the specific day or hour you wish to enter a new event to

# Alarm Clock

Click the clock icon and then click the Alarm tab to enter the alarm clock configuration interface. This option allows you to add and edit alarms



Click to edit or delete alarms

Click to edit new alarms

While in the alarm interface, click on the specific hour and minute to set the alarm



# Settings

## Wireless & Network

S



### Wi-Fi

- **Settings » Wi-Fi** to power on. When on, the Wi-Fi will automatically search for available networks. Any unsecured network can be used directly and any secured network requires a password or credentials prior to connection.



### Bluetooth

- Press the switch to power on Bluetooth. Once on, the Bluetooth will automatically scan for any nearby open equipment.



### SIM cards

- Manage SIM and data information



### Data Usage

- Mobile and Wi-Fi Data Usage



### More...

- Airplane Mode, Default SMS app, VPN
- Tethering & Portable hotspot

**Note:** When in airplane mode, all network connections will turn off automatically.

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## Device

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### Display

- Wallpaper, Brightness level, Sleep, Daydream, Font size and so on.



### Sound & notification

- This option sets the tone settings for receiving calls and notifications.



### Storage

- View memory usage.



### Battery

- General power usage.



### Apps

- **Downloaded apps - Manage and delete downloaded applications.**
- Running apps - Press Stop to stop any of the services listed and removes from the running applications list.
- All apps – all apps installed in this tablet will be shown here.

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## Personal

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### Location

Here, you can set the location mode:

- High Accuracy – Use GPS, Wi-Fi and Mobile Networks
- Battery Saving – Use Wi-Fi and Mobile Networks.
- Device Only – Use GPS only to determine location.

You can also see recent location requests and location services.

Note: GPS depends on satellite/hardware availability.



### Security

Set up screen locks: Use swipe, voice unlock, pattern, PIN or password to lock the screen.

- Pattern: The first time there will be simple unlock instructions and examples. Click “continue” to proceed.
- PIN: Enter PIN number to unlock the screen.
- Password: Use password to unlock the screen

*You may stop the security feature at any time.*

Apart from screen lock, there are still encryption, passwords, device administration, credential storage and

advanced items to manage for the purpose of tablet security.



### **Accounts**

- Add account and manage accounts.



### **Language and Input**

- Language - Change languages.
- Spell checker- use entries from your contact list to check spell.
- Personal Dictionary - Add or delete words to the personal dictionary.
- Keyboard & input methods - manage among current keyboard, android keyboard(AOSP) and Google voice typing.
- Speech - choose voice input, text-to-speech output, and manage voice control.
- Mouse/trackpad - adjust pointer speed.



### **Backup & Reset**

- Back up my Data – Will back up all application data, Wi-Fi passwords, and other settings to Google's servers
- DRM reset – clear all DRM licenses.
- Factory data reset - Clear all data stored on the tablet.

**Date & Time**

- Date and Time adjustment.
- Set time zone - Select Time Zone according to where your location.
- Use 24-hour format
- Select Date Format - There are 3 kinds of formats you can choose from: Month-Day-Year, Day-Month-Year and Year-Month-Day, and Year-Month-Day which is the default setting.

**Schedule Power On & Off**

- Schedule power on and off

**Accessibility**

This option provides more advanced setting namely talkback, switch access, captions, magnification gestures, large text, high contrast text, power button ends call, auto-rotate screen, speak passwords, accessibility shortcut, text-to-speech output, touch & hold delay, color inversion, color correction.

**Printing**

- You may print files via Cloud print.

(Please check Google Cloud Print website for printer compatibility information)



## About tablet

- Tablet updates, status of the battery, network, and others, and tablet Information.

## Storage

Connect the tablet with the USB cable provided. Once connected, a USB connected interface will appear. Once in the connection mode interface, select MTP Media device or from the other options in the connection screen to transfer files.



You can choose to transfer files via MTP. For photos or images, select PTP



# Troubleshooting

Below is a list of common problems that may occur. Try these easy troubleshooting steps to resolve any type of issues you may encounter.

## **The tablet does not power on**

- Press and hold the power key until the startup sequence appears on the display.
- Check the battery level and ensure there is sufficient charge.

## **The tablet does not respond after several minutes**

- The tablet has an internal battery, please press and hold the power button.

## **The tablet powers off by itself**

- Check if the screen lock of the tablet is enabled.
- Check if the tablet needs to be charged.

## **The battery won't charge**

- Check if the battery is already fully charged.
- Double check if the charger connector is properly connected to the tablet.

## **The standby time is too short**

- Please keep in mind that standby time relates directly to usage (Internet, Text, Voice Calls, Maps, etc.).

#### **The tablet cannot connect to the network (Voice or Data)**

- Verify if you have active service with your service provider.
- Contact your local network service provider and verify if you are within its network coverage area.

#### **The tablet displays a SIM Error**

- Make sure the SIM is properly inserted and in its intended slot.
- Make sure that the SIM card is not damaged or scratched.

#### **The PIN code was entered incorrectly three times**

- The SIM card will lock and you will need to enter the PUK code (PIN Unlock Code). Please contact your local service provider to obtain the PUK.

#### **I cannot make calls**

- Make sure that the number you dialed is correct and the dial key has been pressed.
- Use the full national area code when dialing out of your area or when abroad, use country-specific international access codes.

#### **I cannot receive calls**

- Make sure that your tablet is connected to a network.
- Check the tablets Call Divert and Call barring settings (Check with your service provider for these settings and codes)



**The caller ID does not display on incoming calls**

- Contact your local network service provider and verify you have the caller ID feature enabled on your account or verify if the caller may have blocked his number from appearing.

**The caller cannot leave a voicemail message**

- Contact your local network service provider and verify if the voicemail service is active on your account or check if the network is busy.

**The tablet does not connect to the internet**

- Ensure with your service provider that your account has the appropriate internet/data plan enabled.
- Ensure internet APN settings are configured (Carrier dependent).

**Text Messages cannot be Sent / Received**

- Ensure text messaging is enabled with your service provider.
- Ensure text APN settings are configured (Carrier dependent).

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**Note:** Some pre-loaded software, programs, user interface, or internal elements may vary depending on final version.