Lenovo A5500

User Guide V1.0



Please read the
safety precautions and important notes
in the supplied manual before use.

Chapter 01

Lenovo A5500 Overview

1-1 Appearance

1-2 Buttons

1-3 Activating/Deactivating the Display

1-4 Screen Lock/Unlock

1-5 Navigation Tips

1-6 Home Screen

1-7 Status Bar

1-8 Recent Apps

1-9 Applications Management

1-10 Entering Text

1-1 Appearance

Images are for reference purposes only, and may differ from your Lenovo A5500.



1-2 Buttons

On/Off Button

- To turn on your tablet, press and hold this button for about 3 seconds, then release it.
- If your tablet is turned on, press this button to deactivate the display. If the display is deactivated, press this button to activate the display.
- To turn off your tablet, press and hold this button for about 1 second, then select **OK** in the **Power off** pop-up window to shut down your tablet.

NOTE: When connecting to a computer with a USB cable, make sure that the battery power is sufficient for normal operation; otherwise, charge with the AC power adapter before USB connection.

Volume Controls

- Press the **Volume Up** or **Volume Down** button to adjust the volume.

1-3 Activating/Deactivating the Display

Activating the Display

With the display deactivated, press the **On/Off button** on the tablet to activate the display. The tablet's display will then illuminate, indicating that it has been activated.

Deactivating the Display

If you do not need to use your tablet temporarily, you can press the **On/Off button** to deactivate the display. Your tablet will then enter standby mode to save power.

1-4 Screen Lock/Unlock

Screen Lock

Auto-Lock

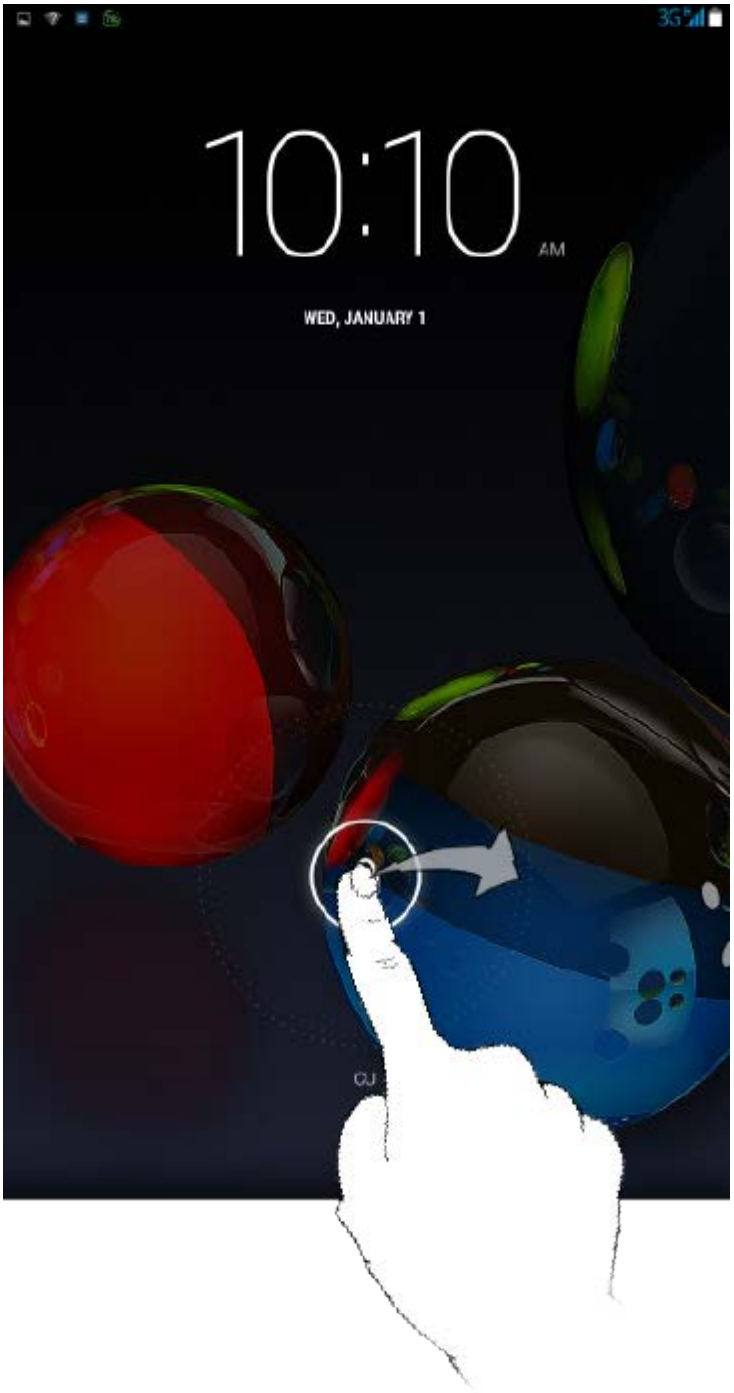
You can set screen timeout by tapping  **Settings** > **DEVICE** > **Display** > **Sleep**. If there is no operation within the preset standby time, the display will automatically deactivate, and your tablet will be locked automatically.

Manual Lock

If you do not need to use your tablet temporarily, you can press the **On/Off button** for about 1 second to deactivate the display. Your tablet will then be locked, and will enter standby mode.

Screen Unlock

When in standby mode, press the **On/Off button** on your tablet to activate the display. Then, tap and hold the lock icon, and drag the slider over the unlock icon, as shown in the illustration below.



Screen Lock Pattern Setting

You can set the screen lock pattern by tapping **Settings** > **PERSONAL** > **Security** > **Screen lock** > **Pattern**. After this function has been enabled, you will be required to trace a personalized unlock pattern to unlock the screen before you can use your tablet.

1-5 Navigation Tips

- **Back** : Return to the previous screen.
- **Home** : Return to the Home screen.

- **Recent Apps** : Display recently used apps.
- **Advanced Menu** : Display shortcuts such as Add, Theme, Wallpaper, Preview, Preferences and Settings.



1 - Back 2 - Home

3 - Recent Apps 4 - Advanced Menu

1-6 Home Screen

This desktop enables you to quickly view and open all your applications.
In the Home screen, you can add widgets and change your wallpaper.

- To add a shortcut to the Home screen, tap and hold the icon of the other

screen until it is added to the Home screen.

- To change your wallpaper, tap > **Wallpaper** to choose a wallpaper from **Local wallpaper**.

- To delete something on the Home screen, tap and hold the selected item for about 2 seconds until appears on the top of the screen, then drag the item to the area to remove it.



Switching Home Screens

Your tablet has multiple desktops.

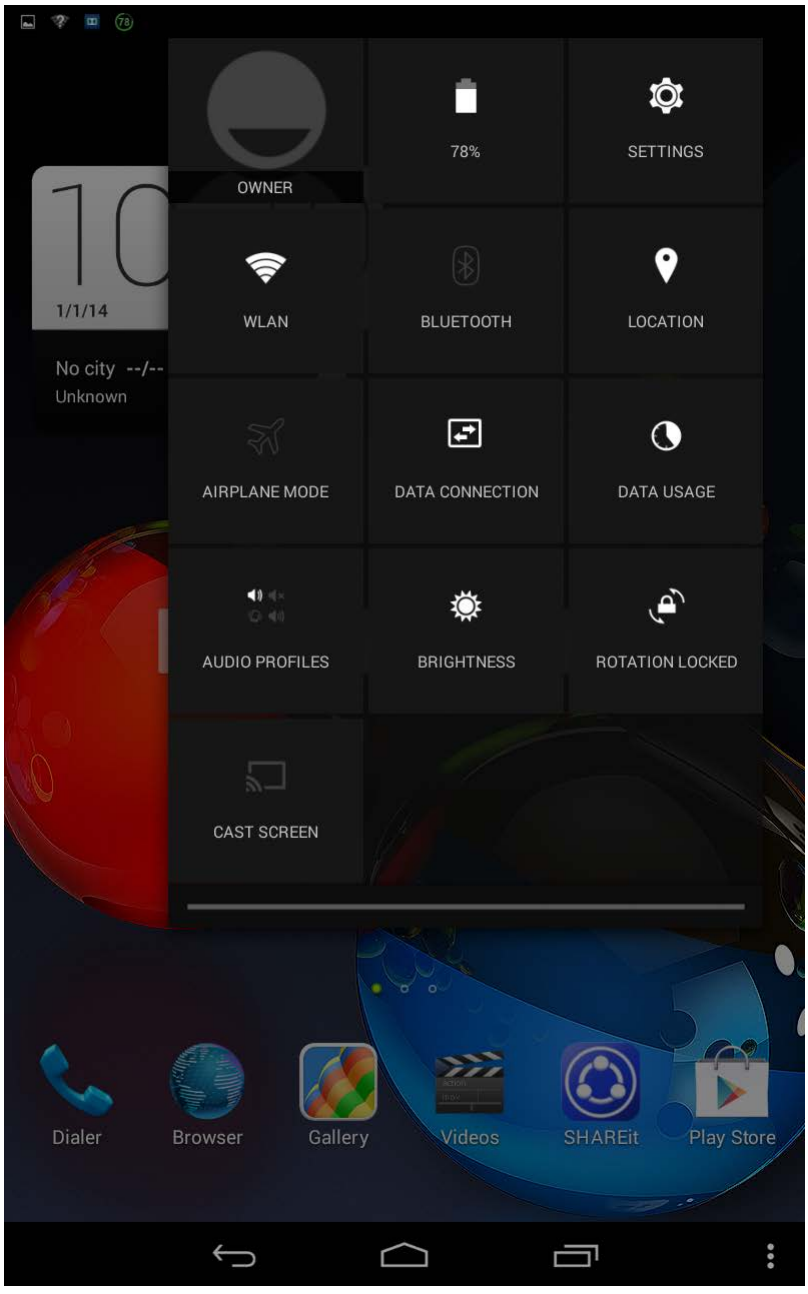
Move through screens by sliding your finger across the display. Icons can be moved from one panel to another.

1-7 Status Bar

System messages, if any, will be displayed in the status bar.

Information about WLAN connections and reception, power levels, charging status, and other notifications are displayed in the status bar.

Drop down the status bar to display the notification panel, which contains the Airplane mode switch, WLAN setting shortcut, Location, Data Connection and Usage, Auto-rotate screen switch, Brightness adjustment, Cast screen and Settings shortcut etc..



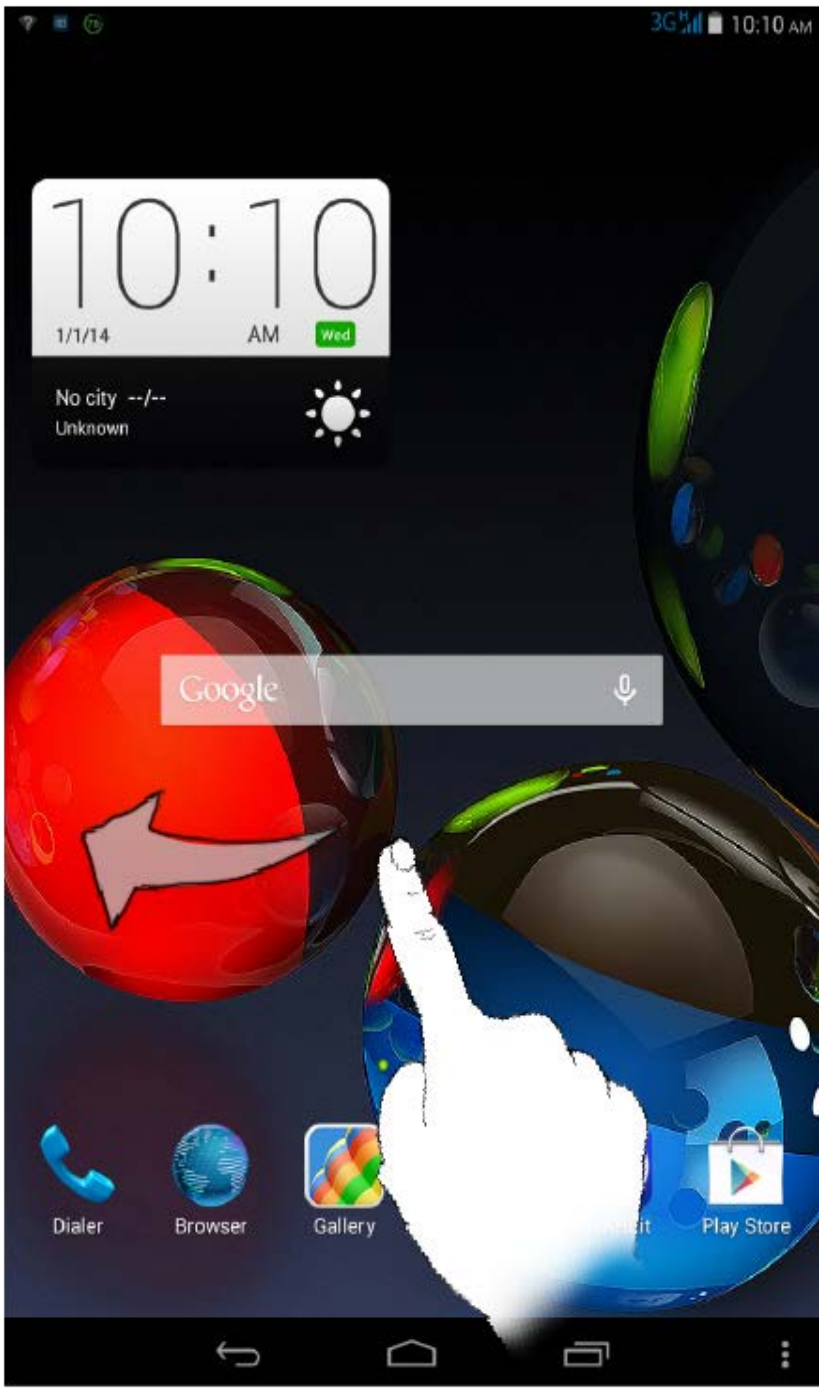
1-8 Recent Apps

Your tablet remembers apps you have used recently.

Tap  to display a list of your recently used apps. Tap an app from the list to open it.

1-9 Applications Management

Slide your finger on the Home screen to open the applications list.



Tap  **Settings** > **DEVICE** > **Apps** to manage all your apps.

Uninstall

1. Tap the app you want to uninstall under the **DOWNLOADED** tab.

2. Tap **Uninstall** at the top.

3. Tap **OK**.

Stop a running app

1. Tap **RUNNING** tab.

2. Tap the running app you want to stop.

3. Tap **Stop**.

1-10 Entering Text

You can easily enter text from the virtual keyboard directly on the touch screen, such as when adding contact information in the Contacts application, or typing and editing SMS messages. You can input English letters and numeric symbols directly on the touch screen.

Virtual keyboard

Tap  on the bottom bar to hide the virtual keyboard. Tap the text input box to display the virtual keyboard.

Switch Input Method

- Tap  /  to toggle letters and numbers.
- Tap  to enter a capital letter. Or tap and hold  until it changes into  to turn caps lock on. Tap it again to unlock.
- In number input mode, tap  to input symbols and special characters. Tap  to go back to number input mode.

Input Options

- Tap  **Settings** > **PERSONAL** > **Language & input** to open the **KEYBOARD & INPUT METHODS** menu. You can select **Android Keyboard** or **Google voice typing** in this menu.

Chapter 02

Connecting to the Internet

2-1 Browser

2-1 Browser

Network support is required to access the Internet with the web browser. If you have problems accessing your network, please consult your network operator or service provider directly.

The web browser in your tablet can access the Internet via a WLAN or *3G network, for business and/or personal use.

Tap  **Browser** in the home screen to open the browser.

The browser supports the following functions:

Entering Web Addresses

Tap the address bar, and input a web address using the pop-up virtual keyboard.

Tap 

on the virtual keyboard to open the web page.

Exiting the Browser

Tap  on the bottom bar to exit the browser and return to the Home screen.

Managing Browser Web Pages

Tap  to open the Browser management interface, where you can manage Bookmarks, Internet visiting history and saved pages read offline under their corresponding tabs.

BOOKMARKS:

Displays a list of all the web pages that you have added to **BOOKMARKS**. To add a bookmark, tap  to add the current web page to **BOOKMARKS**. To edit a bookmark, tap and hold the bookmark to open a pop-up window. From the window, you can open, edit, copy, share or delete the selected website, create a shortcut for it, set it as your homepage, or perform other operations.

HISTORY:

Displays a list of all the web pages you have visited recently.

SAVED PAGES:

Displays a list of all the web pages you have saved for offline reading.

Tabbed Browsing

You can open several web pages in the same window to multiply your web surfing fun. Tap  to open a new tab. To switch to another web page, just tap its tab. Tap  on the tab to close it.

Additional Functions

Refresh: Tap  to manually refresh a web page.

Backward/Forward: Tap  to return to the previous page or to go to the next page.

Select Text: Select text in the current page for copying, sharing, finding, and web searching.

Add/Edit Bookmarks: Tap  to bookmark the current page. Tap  to manage your bookmarks.

More Options: Tap  to display an option list. These options include Refresh, Stop, Home, Close, New incognito tab, Save for offline reading, Share page, Find on page, Request desktop site, New tab, Page info,and Settings.

Chapter 03
Applications

3-1 Calendar

3-2 Camera

3-3 Clock

3-4 Email

Slide your finger on the Home screen to the left to open the applications list.

3-1 Calendar

Tap **Calendar** in the applications list to open the calendar.

New Calendar Event

Tap  in the **Calendar** view to create a new event. You can also create a new event by tapping and holding a time in the Week or Day view.

Manage Calendar Events

You can switch between **Day**, **Week**, **Month**, and **Agenda** by tapping the appropriate tab at the top of the page.
Day view: Tap an event in Day view to view, edit, delete or share the event.
Week view: Tap an event in Week view to view, edit, delete or share the event.
Month view: Manage events in the last view from Month view by tapping any date in the Month view.
Agenda view: Tap to view events across a range of dates.

NOTE: Within any **Calendar** view(except Agenda view), you can easily return to the current day/week/month by tapping **TODAY** at the top of the page.

3-2 Camera

Tap **Camera** in the applications list to open the camera interface.
In this interface, you can perform the following operations:

Switch Cameras

Your tablet provides you with front/back camera. In the photo/video interface, tap  to switch between the front and back cameras.

Switch Camera Modes

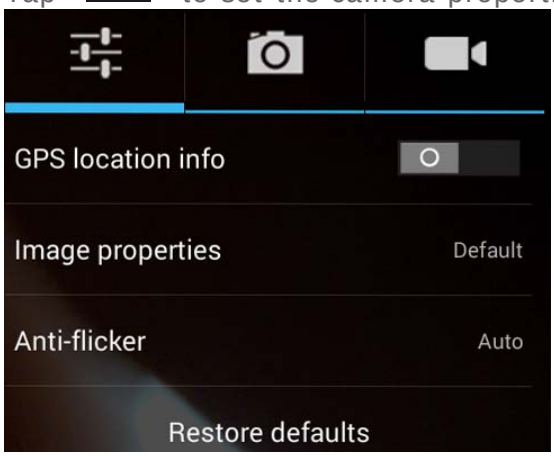
Your tablet provides you with nine camera modes. In the camera interface, tap  to switch to Normal mode. You can also tap other modes to take pictures.

Photos

Taking Photos

In the photo interface, tap  to take a picture.

Tap  to set the camera properties.



Viewing Photos

Tap the photo preview in the photo interface to open the photo viewing interface. You can set and play photo slideshows.

Photo Saving Location

Any photos you have taken will be saved in the **Gallery** application. Tap  **Gallery** in the home screen to open a list of all the photos you have taken. You can view photos by **Albums**, **Locations**, or **Times**.

Videos

Recording Videos

Tap  in the video interface to start recording, or tap  to stop recording.

Viewing Videos

A thumbnail image of the latest recorded video will be displayed on the bottom right corner of the video interface. Tap the image to open the video player.

Shooting Panoramas

Capturing Panorama Images

In the panorama interface, tap  to start capturing. Move your tablet slowly. Tap  to stop capturing. The entire panned scene will be captured in one photo.

Viewing Photos

Tap the photo preview in the panorama interface to open the photo viewing interface. You can set and play photo slideshows.

Photo Saving Location

Any panoramas you have taken will be saved in the **Gallery** application. Tap  **Gallery** in the home screen to open a list of all the photos you have taken.

3-3 Clock

Tap **Clock** in the applications list to open the Clock.

To add an alarm, tap  , and then  to add alarm. After you have finished editing the alarm, tap **Done** to activate the alarm.

To restart an already set alarm, tap  to  status.

When an alarm sounds, drag  to  to deactivate the alarm, or to  to delay it for ten minutes.

3-4 Email

Network support is required to use your tablet's mailbox. If you have problems accessing your network, please consult your network operator or service provider directly.

Tap  **Email** in the home screen.

Chapter 04
Settings

*Specific models only

4-1 WIRELESS & NETWORKS

4-2 DEVICE

4-3 PERSONAL

4-4 SYSTEM

Tap  **Settings** in the applications list to open the Settings interface.

4-1 WIRELESS & NETWORKS

This setting module includes: ***SIM management, WLAN**, **Bluetooth**, **Data usage** and **More...** (**Ethernet, Airplane mode**, **Default SMS app**, **VPN**, **Tethering & portable hotspot, *Mobile networks**, and **USB Internet**).

SIM management

This setting allows you to enable/disable the SIM card function, data connection, and data roaming.

SIM INFORMATION: You can enable/disable the SIM card function, edit the SIM name, enter the phone number, set background color and select to display a part of the number.

DEFAULT SETTINGS: You can select to enable data connection.

GENERAL SETTINGS: You can select to allow data roaming and show the roaming reminder.

WLAN

This setting allows you to enable/disable WLAN connections.

When WLAN is enabled, your tablet will automatically scan for available wireless networks, displaying them in the WLAN network list.

The network status icon,  indicates that the network requires no password, and can be connected to directly. However,  indicates that the network has been encrypted, and can be connected to only after the required password is entered.

You can select any network you want from the list. After selecting the network, enter the password and tap **Connect** to connect directly. Alternatively, select the check box in front of **Show advanced options** to adjust the EAP method and Phase 2 authentication in the pop-up text box, and then tap **Connect** to connect to a network. You can also select  **Add network** to manually add a network. Tap  > **Advanced** for advanced WLAN settings.

- **Network notification:** When activated, the system will notify you if there are any open net works available.
- **Keep WLAN on during sleep:** You can set WLAN connection policy during sleep mode to **Always**, **Only when plugged in** or **Never**(increases data usage**)**.
- **WLAN optimization:** When activated, the system will minimize battery usage when WLAN is on.

Bluetooth

You can establish a wireless connection with any other Bluetooth compatible device using Bluetooth technology. Examples of Bluetooth compatible devices can include stereo earphones, keyboard, etc.

Since a Bluetooth-enabled device communicates with other devices by radio waves, you do not have to position your tablet directly towards the other device. However, please note that the Bluetooth connection can sometimes be interrupted by obstacles, such as walls, or other electronic devices.

Your tablet supports V4.0 Bluetooth. To ensure effective operation of your tablet and another Bluetooth-enabled device, please use only Lenovo-approved accessories compatible with your tablet. Also, check with the manufacturer of the other device to determine whether the device is compatible with your tablet.

In some cases, the use of Bluetooth may be restricted. Please consult with local authorities or your service provider.

Using applications that require Bluetooth technology or running such applications in the background will consume the battery power of your tablet

at a faster rate, and reduce the service life of your battery. You can perform the following in Bluetooth settings:

- **SEARCH FOR DEVICES:** After Bluetooth has been activated, your tablet will automatically display a list of any Bluetooth-enabled devices it can find within the effective range (i.e. scan for devices).

Data usage

You can check your data usage status for a specified period.

More...

Airplane mode: When the Airplane mode is enabled, all wireless connections on your tablet will be disabled.

VPN: These settings allow you to add and set up various types of VPN (Virtual Private Network).

***Tethering & portable hotspot:** You can share your tablet's mobile data connection through USB, Bluetooth, or act as a Portable WLAN hotspot.

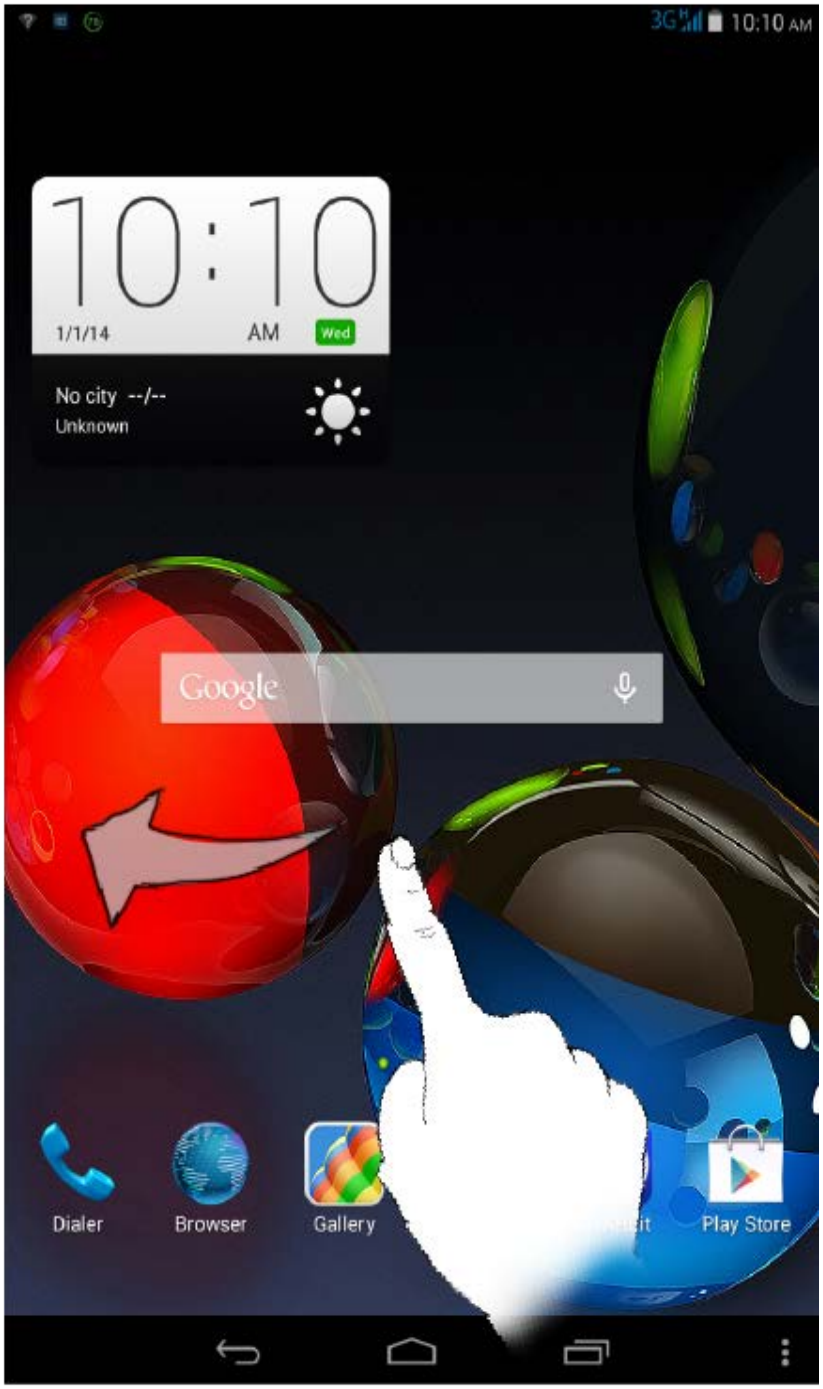
***Mobile networks:** This setting module includes **Data connection**, **Data roaming**, **Preferred networks, Network Mode**, **Access Point Names** and **Network operators**.

- ***How to enable the 3G function:** This section explains how to view or edit the **Access Point Names** (APN) for cellular data services on your tablet.
  The APN defines the network path for all cellular data connectivity. Incorrect entries in the fields may disable cellular data connectivity. To verify correct APN information, contact the cellular carrier of the Micro SIM card you are using.

  You can view the APN settings on your tablet at the following location: **Settings** > **WIRELESS & NETWORKS** > **More...** under **WIRELESS & NETWORKS** > **Mobile networks** > **Access Point Names**

***Setting the APN**
Follow the instructions below to complete your 3G settings. Then, your 3G will function normally.

Step 1: Slide your finger on the Home screen to the left.



Step 2: Tap **Settings**.

Step 3: Select **WIRELESS & NETWORKS** > **More... > Mobile networks > Access Point Names**.

Step 4: Tap , and select **New APN**.

Step 5: Contact your 3G carrier for your APN settings, and type them in the text boxes under **Edit access point**.

Step 6: Return to the home screen, and launch **Browser** to check if the network function is available.

4-2 DEVICE

Audio profile

Tap **Settings > DEVICE > Audio profiles** to enter the profile settings interface. The **PREDEFINED PROFILES** include

General, **Silent**, **Meeting**, and **Outdoor**. Tap , Settings include **GENERAL(**Vibrate and Volumes**)**、**INCOMING CALLS**（Voice/ Video call ringtong setting）、 **NOTIFICATIONS**（Default notification sound setting）、**SYSTEM**（other system sounds setting).

Display

Tap **Settings > DEVICE > Display** to enter the display settings interface. Display settings include **PERSONALIZE(Lock screen notifications** and **Wallpaper)** and **DISPLAY (Brightness**, **Daydream**, **Font size, Sleep** and **Cast screen)** .

Wallpaper: You can select any pictures from **Gallery**, **Live Wallpapers**, **Photos**, **Static Wallpapers** and **Video Wallpaper** as your wallpaper.

Brightness: You can manually adjust the brightness or select **Automatic brightness**, which allows your tablet to adjust screen brightness automatically according to ambient light. You can also choose **Economical backlight**, which allows your tablet automatically adapt backlight to save power.

Font size: This option allows you to select the font size for text displayed on the screen. You can set the font size to **Small**, **Normal**, **Large** or **Extra large** .

Sleep: This option allows you to select how long your tablet's screen will remain activated without any operation before it is automatically locked to save power. You can set the time to **15 seconds**, **30 seconds**, **1 minute**, **2 minutes**, **5 minutes**, **10 minutes** or **30 minutes**.

Storage

Tap **Settings > DEVICE > Storage** to view internal storage, total space, and external USB device storage.
Nominal capacity calculation
method: 1GB=1,000MB=1,000,000KB=1,000,000,000 bytes
Operating system calculation
method: 1GB=1,024MB=1,048,576KB=1,073,741,824 bytes
The system itself occupies some space; therefore, available space will be less than that calculated.

Battery

Tap **Settings > DEVICE > Battery** to check battery usage data, remaining power status, and battery usage history details.

Apps

Tap **Settings > DEVICE > Apps** , you can easily manage and delete selected applications.

You can also filter any running applications or applications provided by third-party software developers in the applications list.

After selecting an application, you will then be able to see its details and related information. You will also be able to perform functions such as **Force stop**, **Uninstall**, **Clear cache** and **Clear data**, etc..

4-3 PERSONAL

This setting includes:**Location**, **Security**, **Language & input** and **Backup & reset**.

Location access

Tap **Settings > PERSONAL > Location** , you can enable apps to use your location information and select how your tablet determines its location.

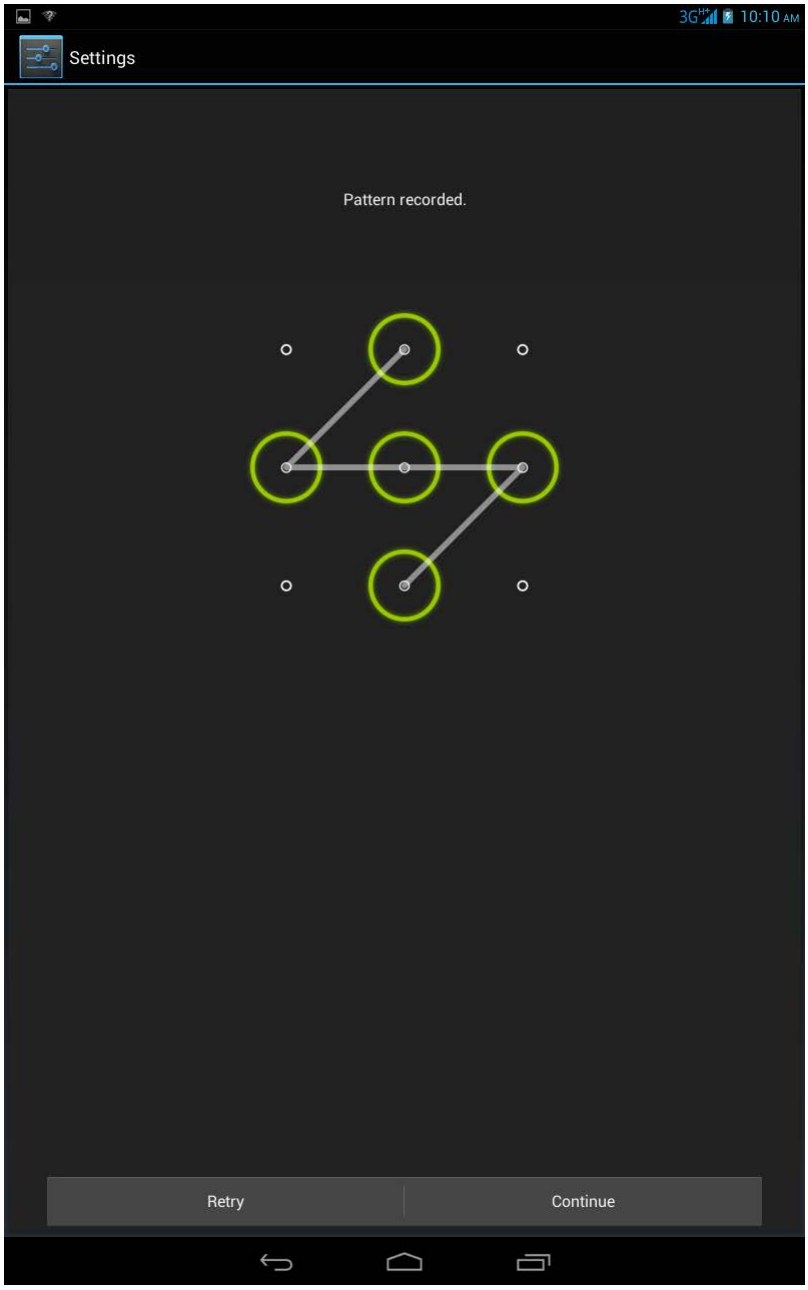
Security

Tap **Settings > PERSONAL > Security** to access security settings, which include: **SCREEN SECURITY**, **ENCRYPTION, *SIM CARD LOCK**, **PASSWORDS**, **DEVICE ADMINISTRATION** and **CREDENTIAL STORAGE**.

SCREEN SECURITY: You can set the screen lock method, and owner information to be displayed on the lock screen.

- **Screen lock:** You can unlock the display in one of four ways: **Slide**, **Face Unlock**, **Voice Unlock**, **Pattern**, **PIN** and **Password**. You can deactivate the screen lock as well by selecting **None** as well.

  Tap **Pattern**, use your finger on the screen (as illustrated) to draw an unlock pattern. Once you have set the unlock pattern, you will then be able to toggle **Make pattern visible** on/off.



After you have set and activated the pattern unlock function, the unlock keypad will be displayed whenever the display is to be unlocked. Use your finger to trace your preset pattern on the

keypad. After the preset pattern has been correctly entered, the screen will be unlocked.

Tap **PIN** to input the PIN code (minimum 4 digits) you will use to unlock the display.

Tap **Password** to input the password (minimum 4 characters) you will use to unlock the display.

***SIM CARD LOCK:** Set up SIM card lock-related settings.

PASSWORDS: Under this option, you can decide whether or not your chosen password will be visible when you input it. If the check box is selected, then the password will be visible. If it is not selected, then your password will only be displayed as •••• when you input it, thereby keeping your password more secure.

DEVICE ADMINISTRATION: Set to administrate your tablet and allow to install apps from unknown sources.

- **Device administrators:** These functions are not available to ordinary users.

- **Unknown sources:** Select this option to allow to install apps from unknown sources.
- **Verify apps**: Select this option to disallow or warn before installation of apps that may cause harm.

CREDENTIAL STORAGE: This function allows your tablet to access web pages and LANs for which a specific security certificate or another certificate is required.

- **Trusted credentials**: Select this option to display all the trusted CA certificates.
- **Install from SD card**: Install certificates from SD cards.
- **Clear credentials**: Select this option to delete all your currently saved certificates.

Language & input

Language: Select the language you wish to use to operate your tablet.

Spell checker: Toggle spelling correction on/off.

Personal dictionary: You can add new words or terms here to your tablet's dictionary.

KEYBOARD & INPUT METHODS: This option allows you to select and set the input methods (including **Default**, **Android Keyboard(AOSP)** and **Google voice typing**).

SPEECH: This option allows you to set the Voice control and search and general settings for text-to-speech output.

MOUSE/TRACKPAD: Under this option you can adjust pointer speed.

Backup & reset

This option allows you to backup your data, clear all DRM licenses, and reset your tablet to the factory default settings.

4-4 SYSTEM

Date & time

These settings allow you to set a number of time-related options, such as system time.

You can enable automatic time and time zone updates via a network (which requires network support), select a time zone, set a specific date and time, and display format for date and time.

Scheduled power on & off

This setting allows you to set the automatic power on & off time and repetitive mode.

Accessibility

SERVICES: This option allows you to turn on Talkback.

SYSTEM: This option allows you to turn on the Captions, set a Magnification gestures and a large text, and Auto-rotate screen ON/OFF etc.

About tablet

Under this option, you can view **System update**, **Status**, **Legal information**, **Model number**, **Android version**, **Baseband version**, **Kernel version**, and **Build number**.

*Specific models only

Troubleshooting

Insufficient memory prompt appears during app installation

Please free up some memory and try to install again

The touch screen does not work or is not sensitive

Please long-press the power key for over 10 seconds to restart

Cannot start or system crashed

Please charge the battery for half an hour and then long-press the power key for over 10 seconds to restart

Press the Reset button behind the micro SD card slot cover, but please be noted that this method should be used carefully.

Makes no sound when called or is not audible

Please adjust the volume using the volume keys

Cannot access the internet via wireless network

Restart the wireless router or go to Settings and restart WLAN

Cannot wakeup the tablet from sleep mode

Please long-press the power key to restart



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