azpen

Android 8.1

User Manual

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http://www.azpenpc.com/service/

Azpen User Guide

Contents

1. Safety instruction 3
1.1 Right Place 3
1.2 Battery 3
1.3 Alternating Current 3
1.4 Using Tablet 3

2. Getting started 4
2.1 Power on and off 4
2.2 Using the touch screen 5
2.3 Battery and charging 6
2.4 Status bar icons and indicators 7
2.5 Shortcut icon 8
2.6 Lock screen 10
2.7 Change the wallpaper 12
2.8 Manage downloads 12

3. Main menu 13
3.1 Applications install and uninstall 13
3.2 Camera 15
3.3 Music 15
3.4 Videos 16
3.5 Pictures 17
3.6 File management 17
3.7 Recording 18

4. Settings 19
4.1 Wireless & networks 19
4.2 Data usage 20
4.3 Sound 21
4.4 Display 22
4.5 Storage 22
4.6 Apps 23
4.7 PERSONAL 24
4.8 Language & input 27
4.9 Backup & reset 28
4.10 Accounts 29
4.11 Date & time 29
4.12 Accessibility 30
4.13 Printing 30

Troubleshooting 31
FAQ 34

1. Safety instruction

1.1 Right Place

a. This tablet is not waterproof and cannot be used underwater.If you accidentally drop the tablet into water, wipe off any water droplets with a dry cloth.

b. Do not leave the tablet in excessive heat such as in a car or in direct sunlight. High temperature can cause the tablet to malfunction.

c. Please keep the tablet clean. Dust could cause tablet to malfunction.

d. Do not leave the tablet near anything having a strong magnetic field or near anything emitting strong radio waves.

1.2 Battery

a. Please only use the Azpen Charger to charge you Azpen tablet.

b. Do not use tablet near a fire source. The fire could cause a battery explosion.

1.3 Alternating Current

a. Do not use a damaged plug to charge your tablet. It may cause electric shock.

b. Please do not touch the power plug with a wet hand. It may cause electric shock.

c. Please use the tablet with proper voltage and current. Improper voltage and current will damage the tablet.

1.4 Using Tablet

a. Please use proper computer cleaning materials to clean the tablet. Make sure the tablet is dry before turning on the power.

b. If the LCD touch screen breaks, please carefully avoid the liquid which can leak from the screen. If the liquid mercury gets on you, please use water to clean it off or consult with a doctor.

c. Please avoid anything with a sharp end to touch the screen. Products with sharp ends will scratch the creen.

d. Please do not put heavy pressure on the screen. It may break or damage the screen.

e. Please do not take apart or repair the tablet. This may void the warranty. Bring the tablet to a service center if necessary.

2. Getting started

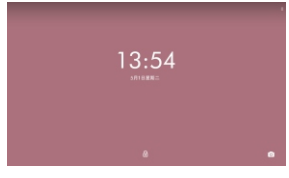
2.1 Power on and off.

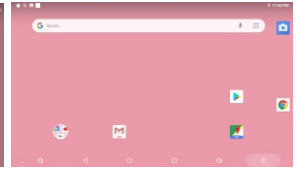
a. Power on

Press and hold the power button for 3 seconds, the tablet will turn on.

Then you will need to unlock the touch screen. The factory setup the screen unlock by using slide mode. Press the lock with a cycle on the touch screen, and slide it to the screen lock symbol. at the bottom of the screen of the screen to unlock the touch screen.

To setup a different unlock method by go to **Settings** > **Security** > select the method to unlock your tablet.





b. Power off

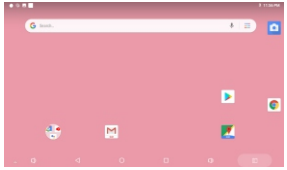
When the tablet is on, press and hold the **Power** button for 2 seconds, a shut down window will appear on the screen.

Select “OK”, the tablet will power off. It is important to save the battery when the tablet is not in use for a period of time.

2.2 Using the touch screen

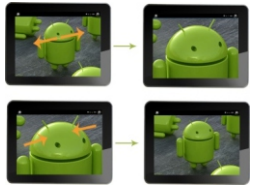
a. Swipe

To scroll a webpage, or move between pictures, use your finger to touch the screen and slide up and down or right and left.



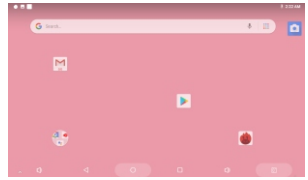
b. Pinch

To zoom in and out of a webpage, or a picture, touch the screen with two fingers pinch them together or apart.



c. Drag

To move something from one place to another, touch and hold the item you want to move until the application begins to shake, and then slide your finger to the position where you want to put it.



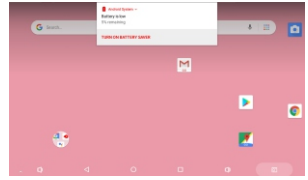
2.3 Battery and charging

2.3.1 First time charging.

For the first time, charge the battery for 8–12 hours. When battery is low, a low battery icon appears in the bottom right of the screen.

2.3.2 How to charge battery

When the battery falls below 15%, the following message appears on the screen.



a. Connect Azpen to a power adapter.
b. When finished charging, the screen will display a full battery picture.
c. When the battery falls below 15%, it will take 4–5 hours to complete a full charge.

2.3.3 Maximize your battery life

Go **Settings** > **Display**

Select- **Brightness**, move the slide bar to left side can decrease brightness.

- **Sleep**, select a shorter sleep time to extend battery life.

2.4 Status bar icons and indicators

Icon	Functions	Icon	Functions
	Opens a list of thumbnail images of apps you've worked recently.		Opens the previous screen you were working in, even if it was in a different app.
	Go back to home page		File manager
	New external device connect	12:24 AM	Time
	Volume down		Volume up
	Shows the battery level or charging status.		Wi-Fi Signal
	Recorder		Go to application page
	Play Videos		Music player

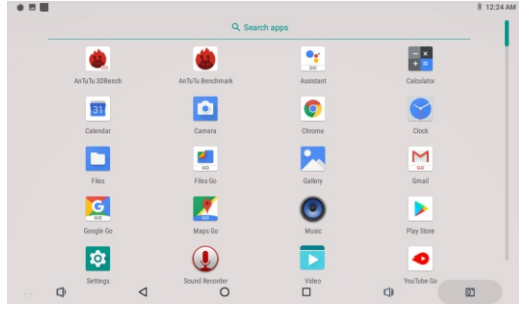
	Internet Browser		Clock
	Calculator		Settings
	Calendar		Google search

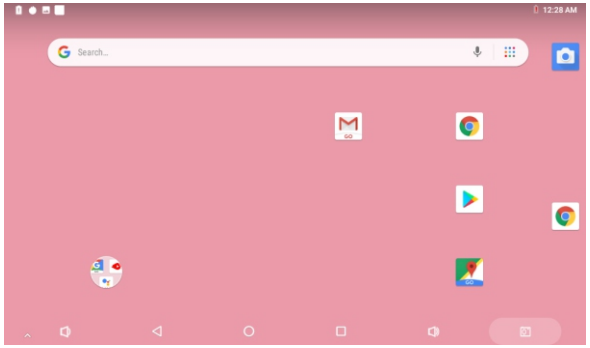
2.5 Shortcut icon

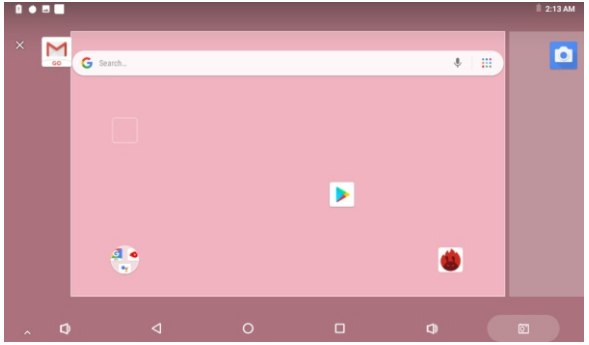
2.5.1 Create shortcut icon on the home page

Go to the application page, press and hold the application icon for 2 seconds.The icon will appear on the home page,

hold the icon and slide right or left to different home page. Release the icon when you want the icon to appear on that page.







2.5.2 Delete shortcut icon from the homepage

Press and hold the shortcut icon for 2 seconds. On the top of the home page appears a Recycle Bin logo , drag the icon to the Recycle Bin logo. Afer the icon changes to a black color, release it. The icon will be deleted.

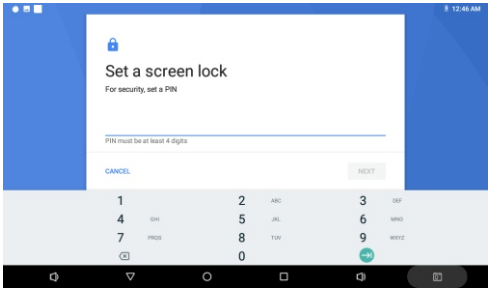
2.6 Lock screen

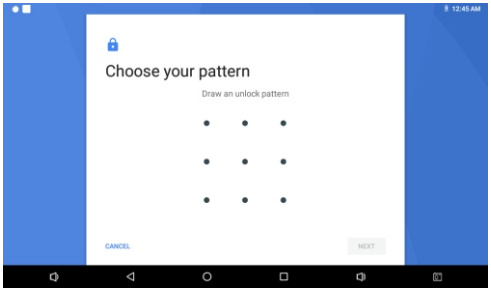
To protect personal information, you can adjust your tablet's lock settings:

Step 1: Go to **Settings.**
Step 2: Scroll down and touch **Security.**
Step 3: Touch **Screen lock.**
Step 4: Touch the type of lock to use.

a. None
b. Swipe
c. Pattern(Current screen lock)
d. PIN
e. Password

–This screen is important due to personal security sometimes. So set your PIN code is necessary . your PIN is exactly what you think it is. You enter a numerical password and then use that to unlock your tablet. Besides, Pattern is another wise way to protect your tablets data.





2.7 Change the wallpaper

a. Touch & hold anywhere on a Home screen that's not occupied. A list of options appears.

b. Touch a wallpaper source:

Gallery

Wallpapers

c. To set a wallpaper, touch **OK** (for Gallery images) or **Set wallpaper.**

2.8 Manage downloads

Files, applications, pictures or some other items you download from play story, email or websites are stored in your tablet internet storage. You can use this download application to view , open, or delete them. Some mobile networks restrict the size of the files you can download, to manage the demands on their open download and manage download files.

a. Touch “files” or “files go”, then touch “downloads”

b. View or delete files or pictures as you wish

c. Check items you want to delete, then touch the trash icon.

f. At the bottom of the screen, touch Sort by size or Sort by
date to switch back and forth.

3. Main menu

3.1 Applications install and uninstall

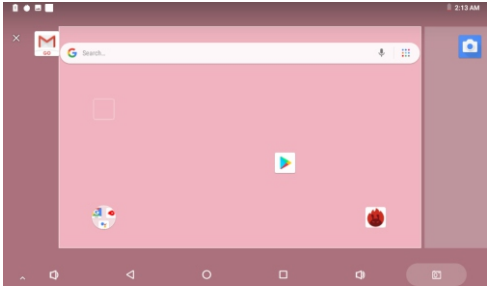
Check **Unknown sources** first by go to **Settings** > **Security.** Make sure your tablet **Unknown sources** allow installation of non-Market applications.

Install: The applications can be installed from websites, Android Market, micro SD external card or USB flash drive. Select the application to install. Then, click on **install button** to go to install page. After install, a small window appears on the bottom with two buttons. One is "**Open**" for opening the application, the other is "Done" for completion. After installing, an icon shows on the application page.

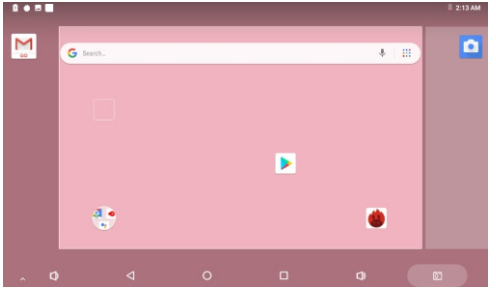
Install application from Play Store: Click Play Store icon on the **Application Page**. For access the Play Store, register a Google account. After the tablet connected with a valid Google account, you are able to download applications from Play Store.

Search the applications by category, or by price; also could type the application's name on the search bar. After find the application you want to install, click **download** > **Accept & download** to confirmation.

Uninstall: Swipe the icon that you wish to uninstall to the bingo "X" at the top of the screen, it will be uninstalled.



a. Click the application icon that you want to uninstall.



b.Click **Uninstall button**. The application is uninstalled.

3.2 Camera

Click the icon to start.

3.2.1Taking pictures.

Tap logo to take a quick picture. Click right side menu will show more camera options.

3.2.2 Taking videos.

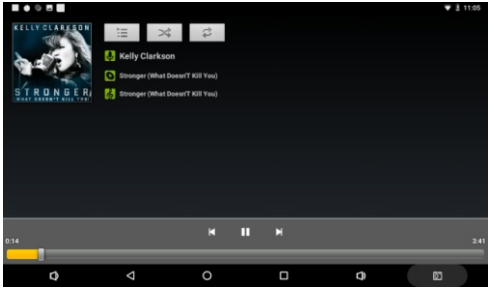
Tap logo to record videos.

3.3 Music

Support most of the popular types of audio formats, including MP3、WAV、WMA etc. Plug in your headphones,

use the built-in Stereo speakers, or hook up your tablet to a home entertainment system using HDMI for some serious sound.

Tap on the top right corner logo to open your music list.



Buttons	Functions	Buttons	Functions
	Random play		Search music online
	Repeat play		Back
	Play/Stop		Next

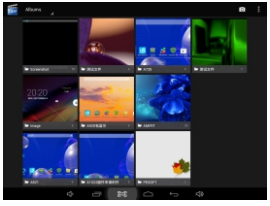
3.4 Videos

Videos in a variety of video formats, such as MKV、AVI、WMV、MP4、MOV、FLV、3GP. With Azpen, you can watch super high-resolution videos wherever you go.

Buttons	Functions	Buttons	Functions
	Back		Next
	Play/Stop		Video format 16:9 /4:3
	Exit video player		More video options menu.

3.5 Pictures

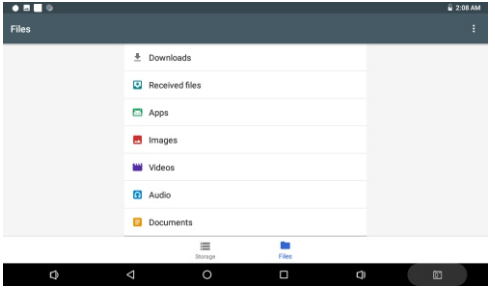
The Azpen tablet supports BMP、JPG、JPEG、PNG picture formats. The tablet is the perfect way to take your pictures with you and share them with friends and family on a high-resolution screen.



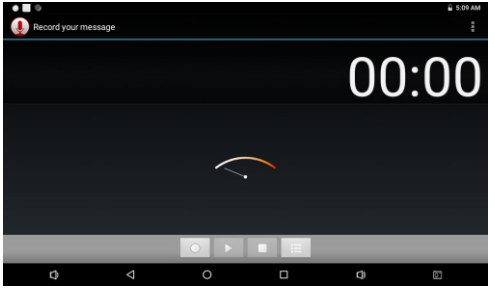
Tap the icon to share the pictures with friends and family. Tap the menu icon to select Delete,Edit or more functions.

3.6 File Manager

Start File manager to manage files.



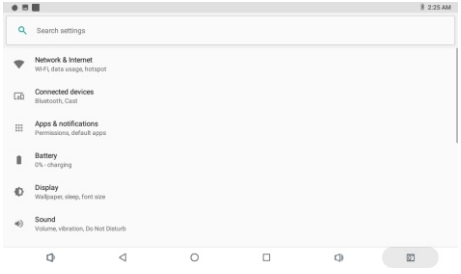
3.7 Recording.



Click on icon to start recording. Record a voice note by tap , tap to stop, tap to play.

4. Settings

Click on Settings , will appear a setting menu as below.

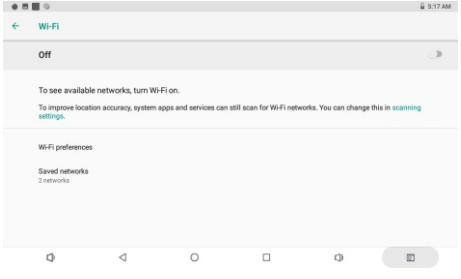


4.1 Wireless & networks

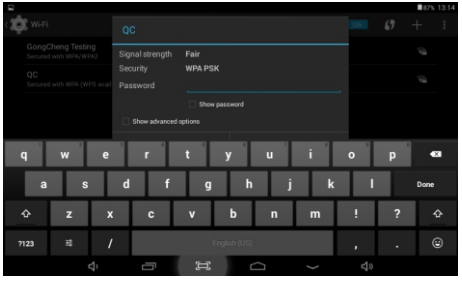
Connect with Internet

The Azpen tablet can connect to the internet by using Wi-Fi.

Go to Setting> **Network & Internet** >**Wi-Fi**

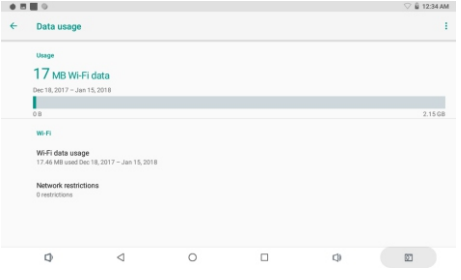


Make sure turn on Wi-Fi, then select **Wi-Fi Setting.**



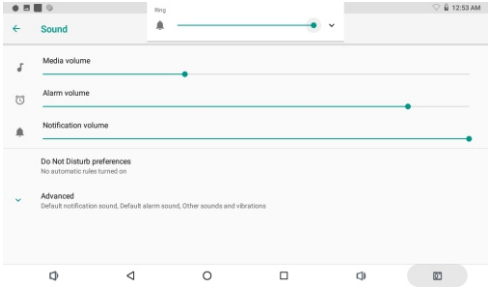
On the drop-down list, select the network and type your router password.

4.2 Data usage



4.3 Sound

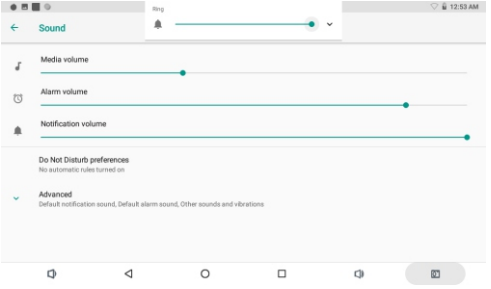
Click on **Sound** to go to sound setting.



Volume : To adjust Music, Video games & other media notifications, Alarm Volumes.
Default notification sounds: select default notification sounds.

Tounch sounds:open or close touch sounds
Screen lock sound: open or close screen lock sound

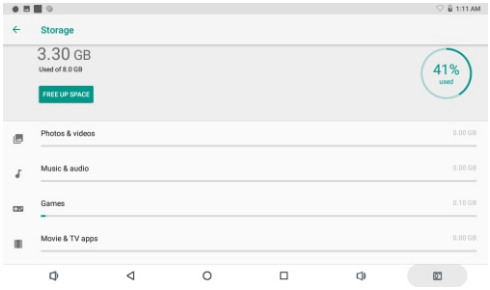
4.4 Display



A. Brightness level.
B. Adaptive brightness.
C. Wallpaper
D. Sleep
E. Advanced(Auto-rotate screen, Font size, Display size, Screen saver)

4.5 Storage

To check files,music, photos, games, movies, systems, other App space.



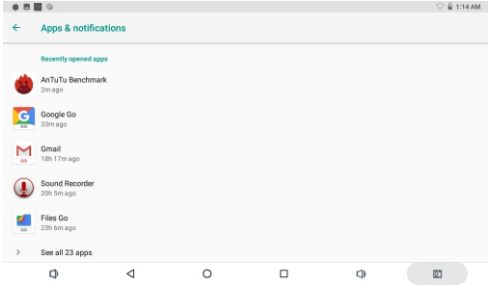
4.6 Apps

A: Unknown sources: Allow installation of non-Market applications.

B: Manage applications: Manage and remove installed applications.

C: Running services: View and control currently running services.

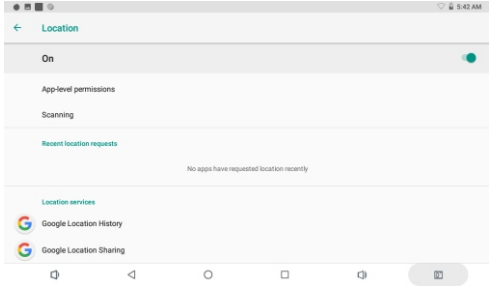
D: Storage use: View storage used by applications.



4.7 PERSONAL

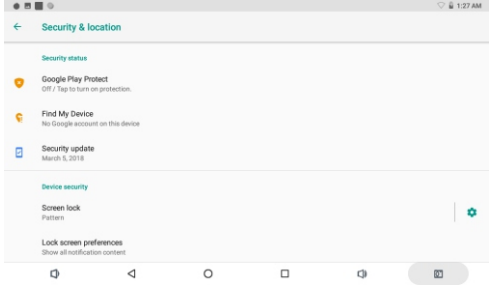
Location services

Touch the off/on bar to turn Location on to use Google's location service

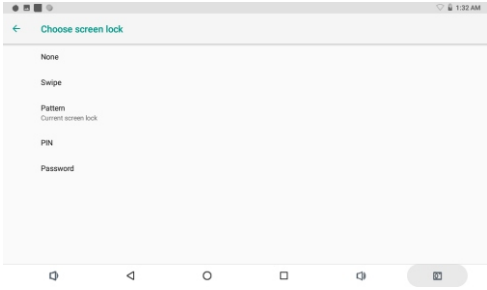


Security

Tap the icon to enter the security settings interface as below:

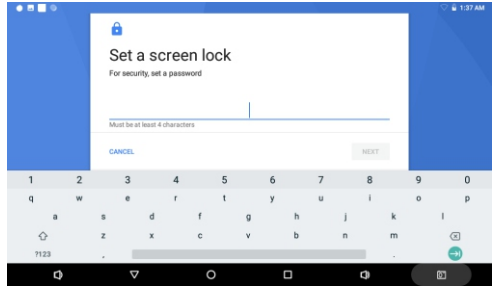


Screen lock: Tap "screen lock" to select screen lock with none, slide, pattern, or password,PIN ,Face Unlock.



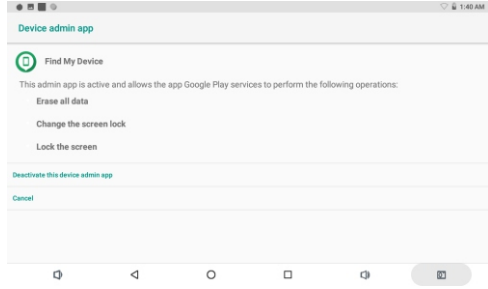
Unlock screen by a pattern: Draw the unlock pattern with a minimum of 4 points, tap "Continue" to complete the setting.

Unlock screen by a password: Input a password with 4 characters, tap "OK" to complete the setting. The device will prompt you to input the correct password when unlocking.



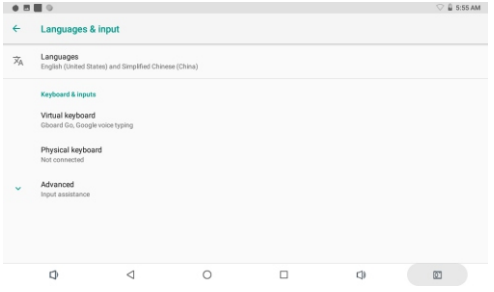
Device admin Apps

Management Device Through Setting--Security & location--Device admin apps

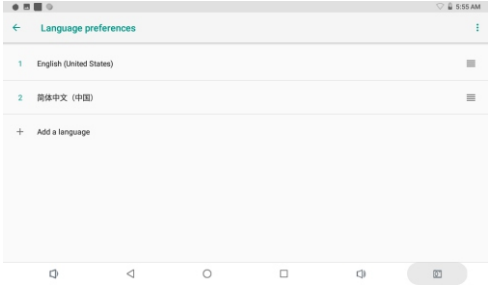


4.8 Language & input

Tap the icon to enter the language and input method settings interface as below:

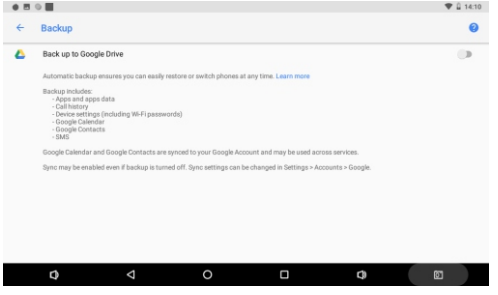


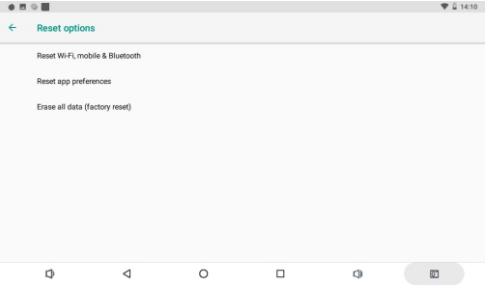
Language: The device supports multi-languages. You can select an operation interface of different languages according to your needs. Select a language option, tap to confirm and go back.



4.9 Backup & reset

Go through “setting”–”System”–”Backup”or”Reset” to finish any backup and reset as you wish





4.10 Accounts

4.10.1:Background date: Applications can sync, send, and receive data at any time.

4.10.2: Auto-sync: Applications sync data automatically

4.10.3:Manage accounts: Add or remove a Google account.

A. Add a Google account: Go to **settings** > **Accounts** > click **Add account** button.

B. Remove account: Go to **Settings** > **Accounts** > Click on the account to be remove > click on menu logo on the right top of the corner > Select **Remove account** > Click "Remove account" at the bottom

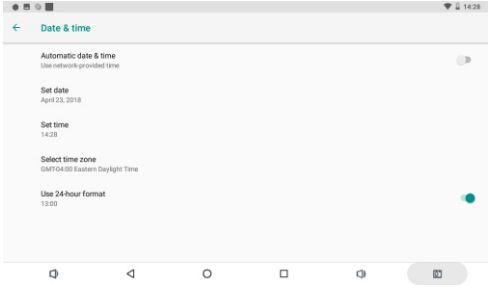
4.11 Date & time

A: Automatic: Use network-provided values

B: Select time zone

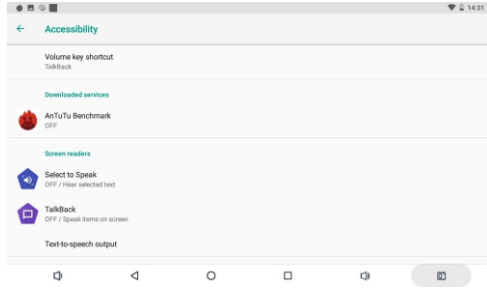
C: USE 24-hour format

D: Select date format



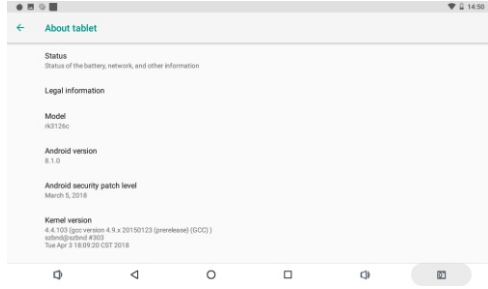
4.12 Accessibility

Table the icon to set the Talkback, volume key shortcut, select speak, display, switch access etc.



4.13 About Tablet

Tap to check System updates, Status and Legal information as below:



Troubleshooting

•Device cannot connect to Wi-Fi

1) Ensure the wireless network is working by testing it using another wireless device.

2) Ensure the device and the wireless router is within the range of the wireless network to be connected too. Walls or other obstructions will reduce the possible distances between wireless devices.

3) Ensure the security password being used is correct.

• Device doesn't turn on

1) You cannot turn on the device when the battery charge is below the critical level, please charge the battery.

2) Press the RESET button by a pin inserted into the RESET hole and check if it is restarting normally or not.

3) Check if the charger is connected correctly. hhhhbrightest setting, or when being charged, this device can get quite hot. This is normal and should not cause any inconvenience when in use.

• System has anomalies and doesn't work correctly

•Installing some third-party applications may
•cause the system to operate incorrectly. Press
• the RESET button and perform a system reset
• to resolve this issue.

•Cannot set E-mail Account or registration application

1) Ensure that the tablet is connected to a Wi-Fi network and can connect to the Internet.

2) Ensure your E-mail settings have been entered correctly for the account being accessed.

3) Make sure your system time and local time is correct.

• Cannot record

Press the RESET button by a pin inserted into the RESET hole , and then check if the record function works correctly.

•The stand-by time of the device is too short

1) The duration of the lithium battery varies with environmental temperature changes and the service conditions. If the environment temperature is too low or too high, the duration of the battery will be affected. It is recommended to use this device at normal temperature.

2) Battery life is dependent on usage. High volume, WIFI, and the frequent use may cause the battery to be drained at a higher rate.

•No sound via earphone

1) Please check if the volume setting is 0.

2) Please check if audio file is broken, and try to play another audio file to confirm. If the audio file is broken, it may cause severe noise or static.

• The color distortion of video or picture display

Press the RESET button by a pin inserted into the RESET hole to resolve this issue.

• Cannot copy files

1) Please check if the device is connected to the computer correctly.

2) Please check if the memory space is full.

3) Please check if the USB cable is broken.

• No sound or no image via HD Output.
1) Please check if the device is connected to an HD cable correctly, and the TV settings of the HD port is correct.

2) Please check if the HD cable is broken.

3) Press the RESET button by a pin inserted into the RESET hole, then check if the HD output function works correctly.

• Other troubles
Please follow up the steps as below to fix the other troubles before you return the MID/Tablet to us:

1) Press the RESET button by a pin inserted into the RESET hole, then check if the function works correctly;

2) Upgrade the firmware from the CD and restart the device and then check if the function works correctly.

Frequently Asked Questions

•Will my existing eBooks be compatible with this device?
Most popular e-book formats that are not DRM protected are compatible as long as they are in a supported format: TXT, LRC, PDF, HTM, EPUB, etc. If they are not compatible, an application may be available on APKShare.com, which could assist you.

•Will this device play High Definition video?
Yes, the maximum HD resolution is 1920x1080.

•Can I add more storage?
Yes, there is a Micro SD card slot on the base of the unit, which supports up to 32GB of additional memory.

•Can I use an external keyboard?
No, but there are applications on APKShare.com which may make on screen typing easier for you.

•Can I run multiple applications at once?
Yes, if you plan on running several applications at the same time we recommend installing a task manager for the unit to run most efficiently.

•Does this device support 3G?
You must use an external 3G USB dongle from your mobile service provider. (All information is subject to change without pre-notice.)