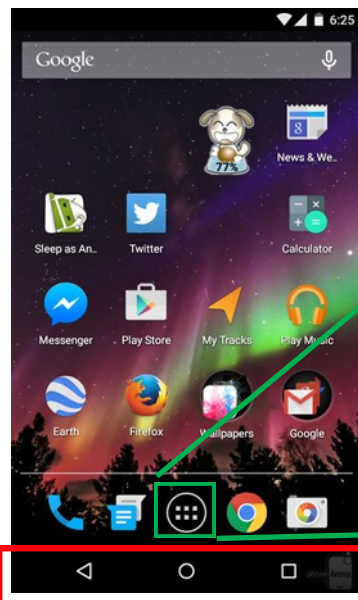


ANDROID FOR BEGINNERS

What is Android?

- Android is an Operating System – an operating system is the software on the phone that allows the phone to function
- It is pre-programmed with some applications (“apps”)
- Every Android phone and Android version operates slightly different

Navigation



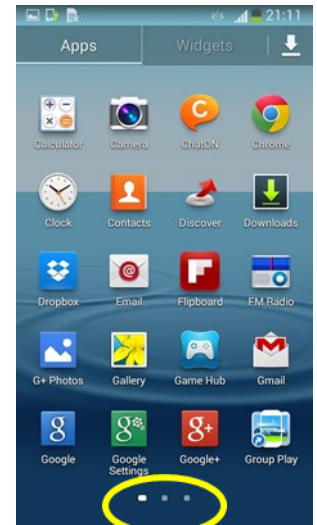
← This is the “Home Screen”

- The Home Screen has shortcuts to your most important apps
- App icons can be added, removed, and organized to your preference



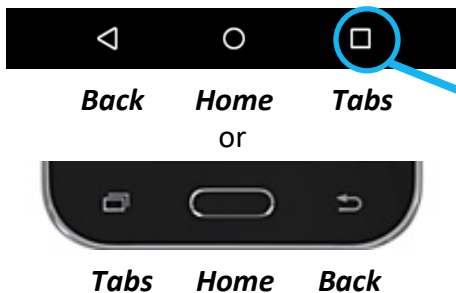
→ This is the “More Apps” icon

- When pressed, you will get this screen (displays all apps)

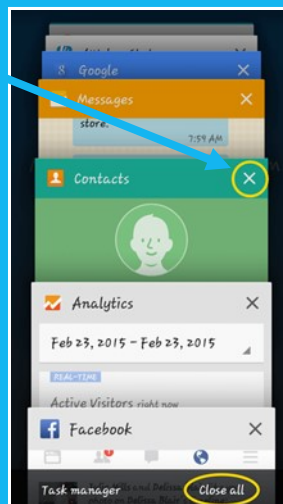


- This indicates there are 3 pages of apps
- Swipe left or right to view these pages

Navigation Bar



- These icons allow you to navigate the screen
- “Home” gets you back to the Home Screen

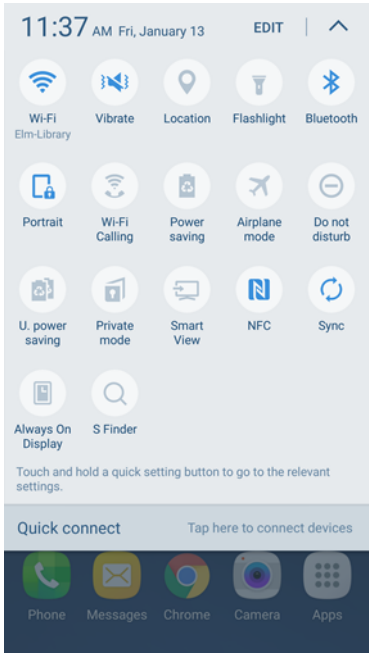


- Press “Tab” will show what apps are still running
- To close apps individually, hit the “x” on the upper right
- To close all apps at once, press “Close all” or “Clear all”
- It is not recommended, but if necessary, you can force quit an app by going to **Settings > Apps & Notifications** or **Settings > General > Apps** and select **Stop** or **Force Stop***

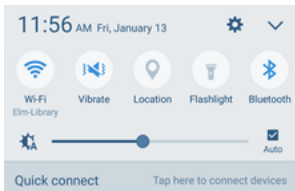
*Doing this may cause the program to be problematic the next time it is opened.

ANDROID FOR BEGINNERS

Customization



- Swiping finger from top of screen to “pull down” the Quick Menu
- This menu allows you to adjust settings without going to the full Settings Menu
- Swiping with 2 fingers brings down an expanded settings menu
- Coloring of icon indicates if feature is on or off (Wi-Fi is on, GPS is off)



“Apps” – programs for your phone



- Apps are downloaded from the Google Play store
- Some apps are free, while others cost money
- Google account required to download

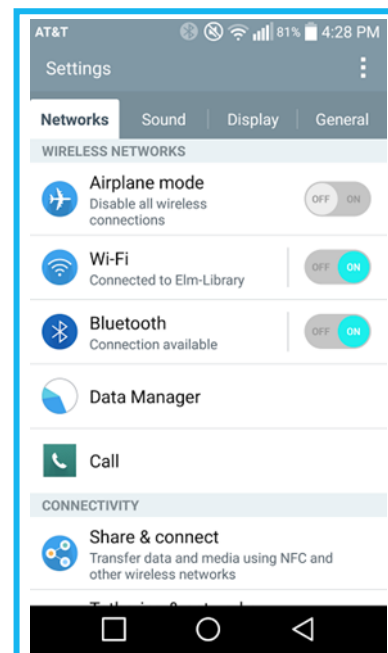
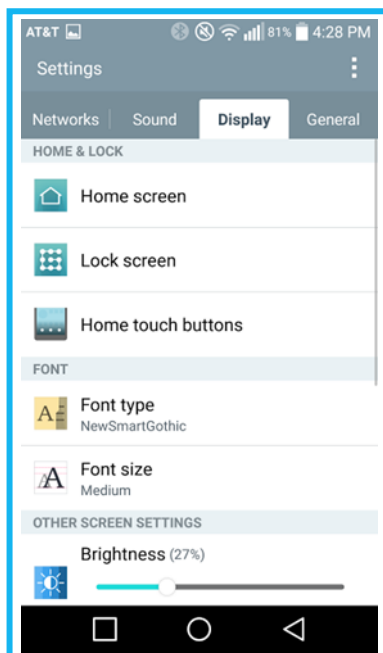


This “Settings” icon will bring you to the Settings Menu (pictured below)

Functions of the phone can be adjusted in “Settings.”

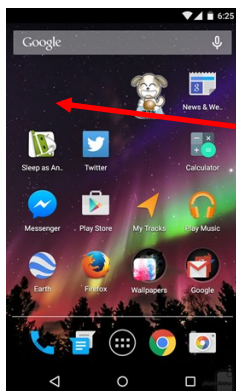
Examples:

- Font type and size
- Adding Wi-Fi connection
- Connecting to Bluetooth devices
- Sound adjustments
- Changing background photo



ANDROID FOR BEGINNERS

Customization



- Press and hold an App to rearrange or remove on the homescreen.
- Press and hold an open space on your homescreen to reveal customization options such as adding wallpaper, widgets, creating folders, add/remove items & manage homescreen settings.

Widgets

Widgets are most commonly additional features of apps that are already installed on your device.

These have the ability to display information on your homescreen such as the weather, calendar appointments and more.



Example of homescreen widgets for Weather and Battery Life

Fixing Common Errors

If your Android device becomes slow, unresponsive, or generally problematic, it is usually a good idea to restart your device. This step usually does not occur very often.

To restart your device Press and Hold the **Power/Lock Key** for a few seconds. If **Restart** is displayed, select that option on the screen to restart your device.

If Restart is not an option, select **Power Off** and then **OK** to make the selection. Wait a few moments and then turn the **Power On** again.

