



Alba 7" Android Tablet Instruction manual





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For more information, please consult the FAQs on argos.co.uk. Make sure to read them before considering any product return. As we are often updating and improving our products, your device' software may have a slightly different appearance or modified functionality than presented in this manual.



Package contents



Alba Tablet



Instruction manual



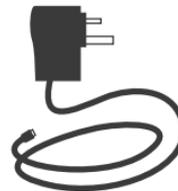
Warranty,
Legal and Safety
Information



2 silicone covers



USB cable

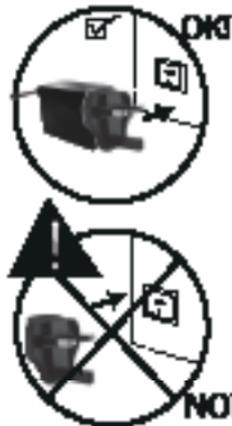


Charger



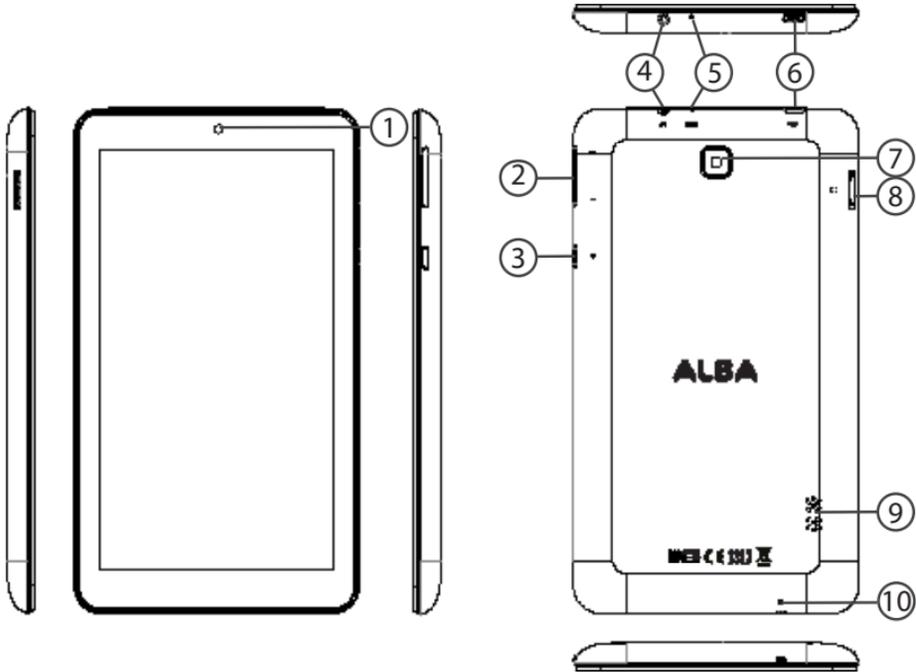
Charger assembly

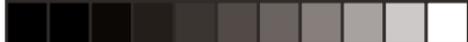
- To assemble, put the plug into the main body of charger and push in the direction of the arrow until it 'clicks'.
- To disassemble, push the plug against the direction of the arrow.





Description of the device





-
- | | |
|------------------|----------------------|
| ① Webcam | ⑥ Micro-USB port |
| ② Volume buttons | ⑦ Camera |
| ③ ON/OFF button | ⑧ Micro-SD card slot |
| ④ Headphone jack | ⑨ Loudspeakers |
| ⑤ Reset hole | ⑩ Microphone |



Getting started

Before you switch on for the first time, ensure that:

1. Your tablet is fully charged
2. You have a good WiFi connection (ideally your usual WiFi zone)
3. You have your WiFi name and password to hand.

Charging

Connect the supplied charger to the device and to a wall outlet. The Alba device will start charging. You can use the device whilst on charge .

Turning the device on

Press the ON/OFF button for 2-3 seconds.





Startup Wizard

The first time you start up your device, the startup wizard will help you set up your device:

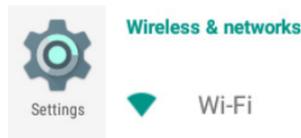
- Language
- Date & time
- WiFi connection
- Location service options
- Third-party applications

We strongly recommend that you open a Google account (you need this to download new apps) and we recommend that you answer yes to backing up your tablet to the Google account. This will save your files and settings in case you need to restore your tablet to factory defaults at any point.

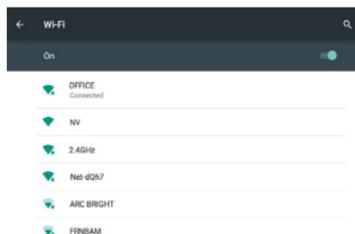


Connecting to a WiFi network

WARNING: Make sure that you are in a WiFi zone.



- ① Touch 'Settings' to open the WiFi settings menu.



- ② If the WiFi is off, slide the WiFi switch to the 'ON' position. Once the WiFi is ON, the device will scan for WiFi networks in range.
- ③ Touch the name of network you want to connect to. Private networks are shown with a lock icon and will require you to enter your password.

OFFICE

Security

WPA/WPA2 PSK

Password

wifipassword

Show password

Advanced options

CANCEL CONNECT

When entering a WiFi password, we recommend that you select 'Show password' so you can see the characters you are typing.

TIPS:

- To get the correct WiFi password (or settings) for the network, contact the WiFi network provider.
- If your WiFi is on and you are in range of a network that you previously connected to, your device will automatically attempt to connect to it.
- To keep your WiFi connection ON when the device is on sleep, select the Menu icon in the 'WiFi' page. Then select on the right-top corner icon select Advanced > Keep WiFi on during sleep > Always.

The Android™ interface

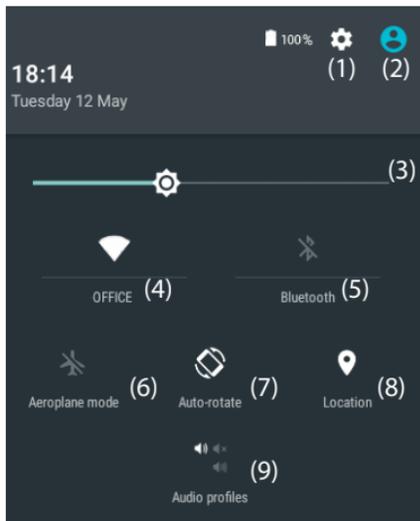




-
- ① **Android™ apps shortcuts**
> Opens an application.
 - ② **Back button**
> Goes back through the previous actions in an application (in reverse order) or out of any open application (app) if opening was the last action.
 - ③ **Home button**
> Takes you to the home screen (where you can pin shortcuts to your favourite apps).
 - ④ **Recent apps button**
> Takes you to a screen that shows thumbnail images of the apps you have open, you can then touch one to reopen it.
 - ⑤ **All Apps button**
> Shows all the applications installed on your device.
 - ⑥ **Google™ Search widget: shortcut for web search**
> Touch 'Google' for text search or touch the microphone icon for voice search.
 - ⑦ **The status bar**
> Displays notifications (emails, apps updates...). Swipe down once to display the notifications and twice to display quick settings.



The Android™ interface

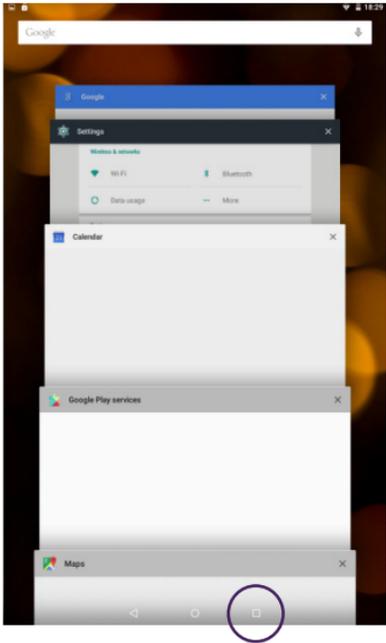


(1) New multi-user support for tablets lets different users have their own separate, customizable spaces on a single device.

The quick settings

Touch the top of the screen and pull down to open the notifications. Pull down one more time to open the quick settings menu

1. To access all your settings.
2. Current user⁽¹⁾
3. Brightness: To adjust the screen brightness.
4. Tap on the icon to turn on/off your WiFi connection.
5. Tap on the icon to turn on/off your Bluetooth connection.
6. To turn on/off all wireless connections
7. Auto-rotate screen: To activate/deactivate automatic screen orientation as you turn your tablet.
8. To activate/deactivate your GPS location system.
9. To set an audio profile.



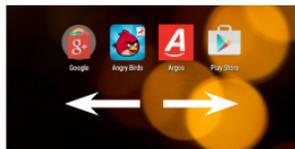
The recent apps

Opens a list of thumbnail images of apps you've worked with recently:

- To open an app, touch it.
- To close an app, swipe it left or right.



Getting familiar with Android™



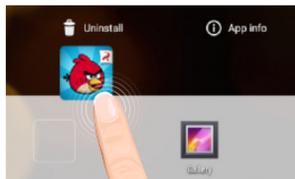
Moving a home screen icon:

Touch and hold your finger onto it until the positioning gridlines appear, then slide it to the desired location, and release your finger.



Removing a home screen icon:

Touch and hold it, slide your finger towards the top of the screen and drop it over the 'Remove' icon.

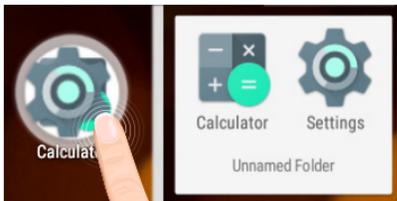


Uninstalling an application:

You can only uninstall downloaded third-party applications, applications built into the firmware such as some Google apps (e.g. clock, calculator, settings etc.) cannot be deleted but some may be disabled in 'Settings'. Apps downloaded during the initial set up or afterwards may be deleted to free up memory space. From the 'All apps' screens, touch and hold the app icon, slide your finger towards the top of the screen and drop it over 'Uninstall' bin.



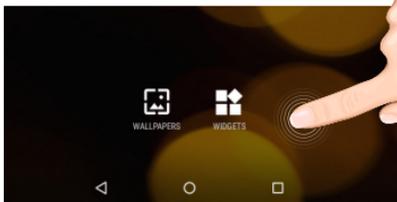
To check which applications are downloaded or built-in, go to 'Settings' then 'Apps'. You can also uninstall apps in 'Settings' and move them from internal memory to SD card etc..



Creating application folders:

To organise your apps, drop one app icon over another on the home screen and the two icons will create a folder. You can add many more apps in it. To remove one app from a folder, touch, hold, and drag it to

'Remove' (appearing on the top of the screen). Tap on 'Unnamed Folder' to name it.

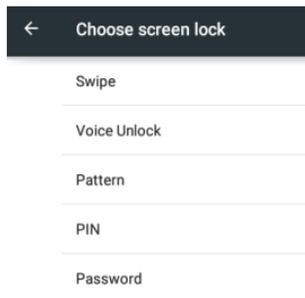


Changing your wallpaper and widgets:

Hold your finger on the home screen at an empty location, then touch 'Wallpapers' or 'Widgets' and choose from the list.



Getting familiar with Android™



Locking the touchscreen:

From the quick settings dashboard in the status bar, touch 'Settings'. In 'Settings', scroll down and touch 'Security'. Touch 'Screen lock'. Touch the type of lock you would like to use. After you set a lock, a lock screen is displayed whenever your screen wakes up, requesting the pattern, pin or other specified key.



Downloading new apps:

To download new apps for your tablet touch the Google Play Store icon. There you will find over 1 million apps including many which are free. Even if you only use free apps you will still need to create a Google account but you don't need to enter your credit card details to do this.

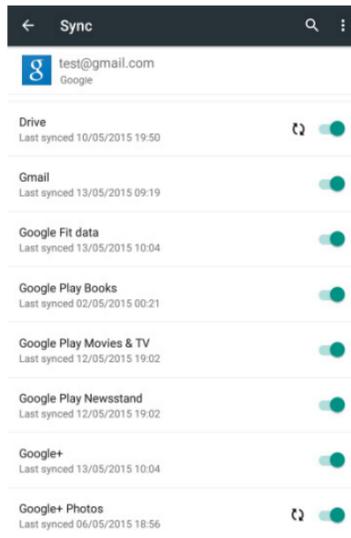


Backing up your files with your Google account

1. Make sure that you are connected to a WiFi network.
2. Make sure the files you want to back-up are added to your Google Drive.
3. Go to 'Settings'. Under Accounts/Google, touch your Google email address and tick all the data you want to back up, including 'Drive'. You can access the data from anywhere you have access to your Google account.

If your Google account has not been set up yet, choose 'Add account' and proceed to set up an existing or create a new one.

At the last set up step, choose 'Keep this tablet backed up with my Google account' and all your data will be backed up.



Getting familiar with Android™



Syncing your photos/videos automatically on your Android devices.

On your tablet:

1. Make sure that you are connected to a WiFi network.
2. Go to 'Google Photos' app and select your Google account.
3. Make sure 'Auto-Backup' is turned on  ← Auto-Backup
4. Select how you want to back-up your photos and videos (over Wifi or mobile network).
5. Go to 'Settings'. Under Accounts/Google, touch your Google email address and verify 'Google Photos' are checked to sync.
 - After setting up your account, open 'Photos' app.
 - Sign into your Google account.
 - In the app Settings, turn on 'Auto Back up'.

On your phone, repeat process.

Your photos will be automatically uploaded to your Google+ private album.



Transferring files to your tablet:

From a computer, use the USB lead provided in the package box.

From a USB device with a standard male USB connection, you will need to purchase a female USB to micro USB lead in order to connect it (e.g. USB card reader, USB connection from a camera etc.).

Via e-mail, simply add attachments to e-mail messages and send to your Google e-mail address. Then open Gmail, open the message and save the file from e-mail to your tablet memory.





Getting familiar with Android™

Improving security on your tablet

Online

In order to avoid online threats we recommend that you install antivirus and security software on your device and keep these and your browser and other software up to date to take advantage of security fixes.

Physical theft

If you store valuable information on your tablet including passwords and logins for personal accounts etc. you may want to enhance the security of your tablet in case it is stolen or lost.

Setting a PIN or password

You can set a pin code (4-8 digit numerical code) or you can set a password which is 4 to 17 digits. We recommend you set a password, the longer and more complex it is the harder it is to break. For the best passwords use a mixture of upper and lower case letters, numbers and special characters such as %, # and *.

- In 'Settings', select 'Security', then 'screen lock', then select PIN or Password.





Encryption

In order to protect your personal data on this tablet, in the event of the device being stolen, you can encrypt your tablet. Go to settings - Security - Encrypt tablet. Make sure to follow correctly the onscreen instructions.

Erasing your personal data

If you sell your tablet on, or discard it you should erase the data in memory, before you do so. You can do this by:

- Returning your tablet to factory settings
- Using a file eraser app

Return to factory default

Go to settings – Backup and Reset – factory data reset and follow the onscreen instructions. Please note that this will make your personal data unreadable and will delete all of your downloaded apps and settings.





Getting familiar with Android™

Using an eraser program

With eraser programs you can choose which files are erased. The eraser writes to every record in the selected area securely erasing your data so that it cannot be recovered.

- To download a file eraser go to Google Play store, select a file eraser program such as Remo File Eraser – download and install.
- Open the app and follow instructions to securely erase your data.

Further Advice

For further advice on how to stay safe there are government lead initiatives such as Get Safe Online <https://www.getsafeonline.org/> which give good advice about a how to avoid a range of security threats. Don't let security issues spoil your enjoyment of your tablet.

This manual can also be viewed as a pdf file on the device, to open locate the pdf file in the 'files' folder on the device and touch to open.

NOTE: you may need to install a pdf viewer in order to open this file.



Alba Tablets Helpline

For detailed advice on this or any other issue concerning your Alba tablet you can consult with the technical support helpline – 0207 744 0346 or go to our FAQ on argos.co.uk.





Troubleshooting

If your device is frozen:

Press the ON/OFF button for at least 10 seconds or use the hardware reset.

To use the Hardware reset, press the "pinhole reset" button by using a sharp object such as a toothpick.

If your device doesn't turn on:

Charge your device then switch on normally.

If this does not work, press the ON/OFF button for at least 10 seconds or use the hardware reset. To use the Hardware reset, press the "pinhole reset" button by using a sharp object such as a toothpick.

If you want to extend the life of your battery:

Decrease the screen brightness and turn off the wireless connections if not in use.

If your device is functioning too slowly:

Close all apps which are not currently being used.

If your WiFi reception is poor:

Make sure you are not far from the WiFi hotspot.

Update the firmware of the device.

Reset and redefine your connection parameters.

Contact your WiFi connection provider.





If you want to restore your product (erase all your settings? forgotten password?) :

If your device is turned on:

1. Go to 'Settings', under 'Personal', go to 'Backup & reset'
2. Choose 'Factory data reset', then 'Reset tablet': this will erase all your files, settings and applications, so make sure you have backed-up your data in your Google account (see page 17) or a hard drive.
3. When you restart your tablet it will open the Startup wizard again, follow the onscreen instructions (see page 7). The wizard will not download the free apps that were downloaded the first time you did this but most of these are available for free from Google Play Store.
4. Access your Google account to retrieve your backed-up data in Google.

If your device doesn't turn on:

1. Hold the ON/OFF button and Volume+ button until a black screen with options is displayed, then release.
2. Press Volume+ button to scroll down to 'Recovery' and Volume- button to select. Press once the ON/OFF button and Volume+ button.
3. If you want to exit the recovery system without selecting any action, scroll down to 'Normal' or hold the ON/OFF button until the device is turned off.
4. The green robot Android is displayed, you have entered the recovery mode.
5. Use the Volume+/- buttons to scroll up/down to 'wipe data/factory reset' and the ON/OFF button to validate the chosen action. This will erase all your files, settings and applications.





Argos declares that this device is in compliance with the essential requirements and other relevant provisions of Directive 1999/5/EC.

A copy of the declaration of conformity can be obtained from:
Argos Ltd.
489-499 Avebury Boulevard
Milton Keynes, MK9 2NW, UK

CE 1313





www.argos.co.uk/alba

