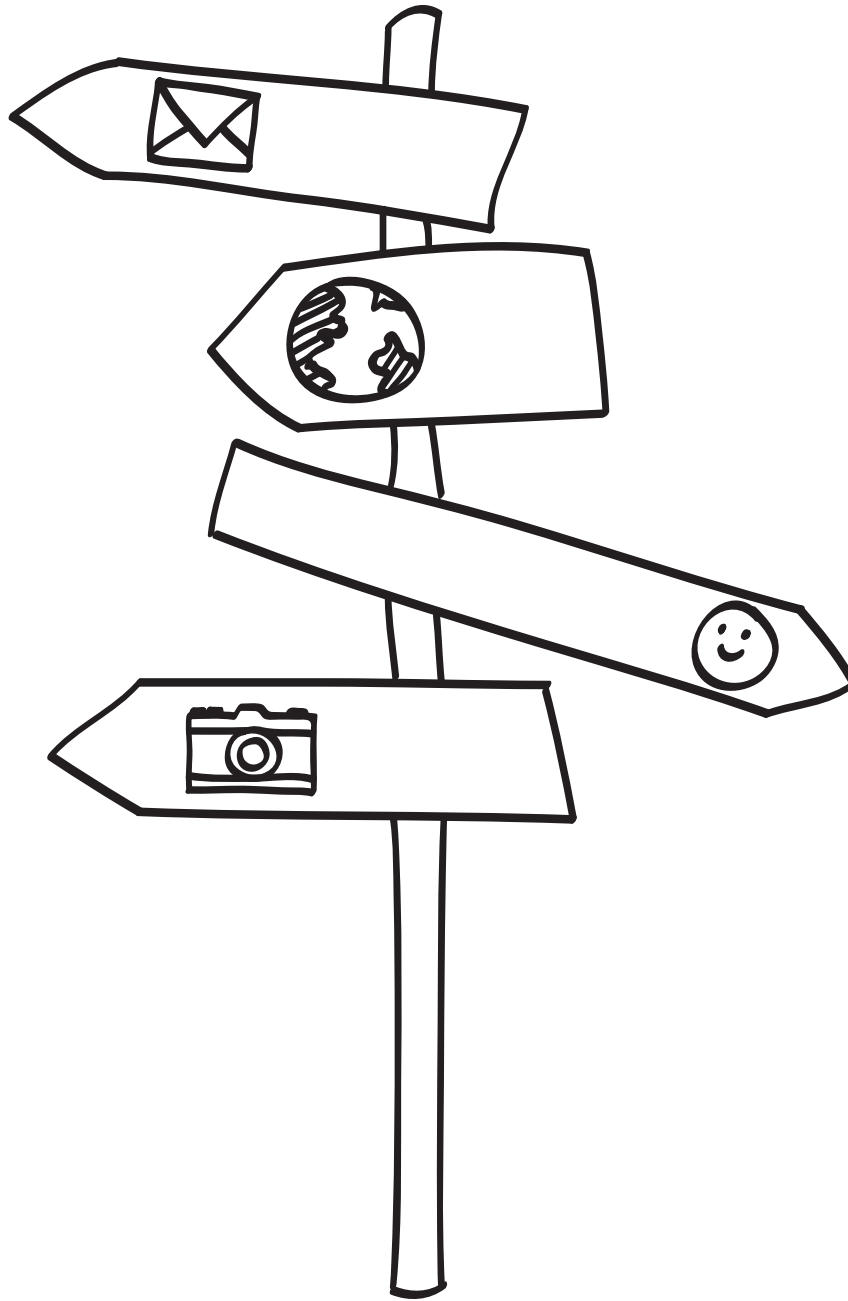


Your **HTC** Butterfly

User guide



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Trademarks and copyrights

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Conventions used in this guide

In this user guide, we use the following symbols to indicate useful and important information:



This is a note. A note often gives additional information, such as what happens when you choose to do or not to do a certain action. A note also provides information that may only be applicable to some situations.



This is a tip. A tip gives you an alternative way to do a particular step or procedure, or lets you know of an option that you may find helpful.



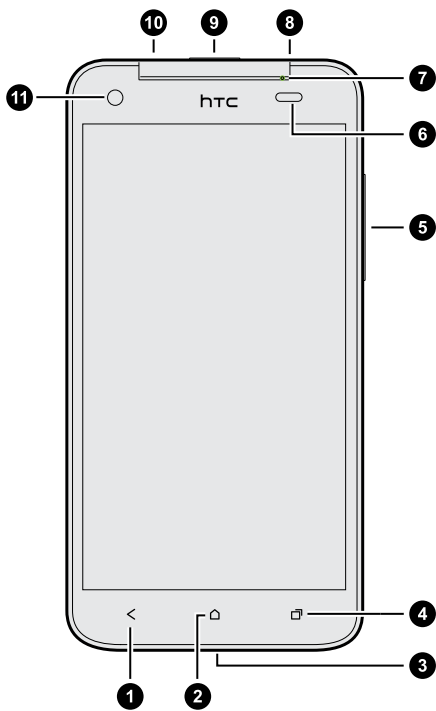
This indicates important information that you need in order to accomplish a certain task or to get a feature to work properly.



This provides safety precaution information, that is, information that you need to be careful about to prevent potential problems.

Unboxing

HTC Butterfly



1. BACK
2. HOME
3. USB connector
4. RECENT APPS (can be configured in Settings to open the Menu)
5. VOLUME
6. Proximity sensor
7. Notification LED
8. SIM card tray and storage card slots
9. POWER
10. 3.5mm headset jack
11. Front camera



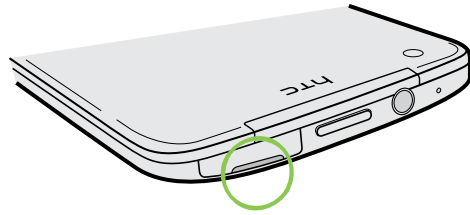
If you want to use a screen protector, please don't cover and block the proximity sensor. You can purchase the dedicated screen protector for HTC Butterfly that already has a small opening for the sensor.

SIM card

HTC Butterfly uses a microSIM card. The microSIM card contains your phone number, service details, and memory for storing phonebook contacts and/or text messages.

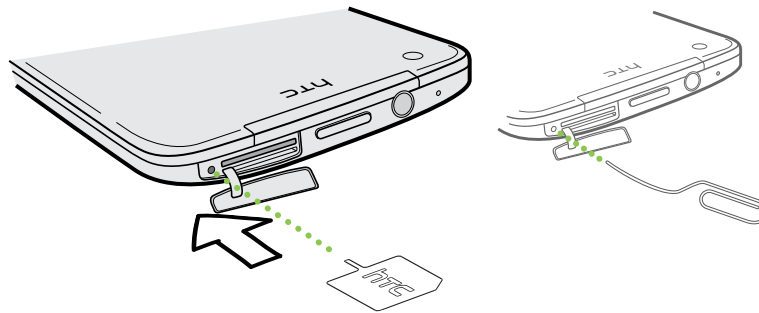
Inserting the SIM card

1. Hold the phone face up and the top panel facing you.
2. Open the slot cover with your thumb or finger.

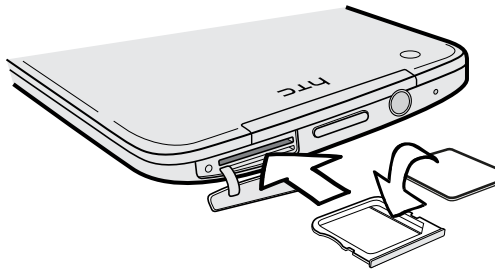


There are two slots inside the compartment. The upper slot contains the SIM card tray.

3. Insert the tip of the SIM eject tool (or a small bent paperclip) into the small hole next to the SIM card tray slot.



4. Push the tip all the way into the hole until the SIM card tray ejects.
5. Pull the SIM card tray out, and place the SIM card (contacts facing down and cut-off corner facing out) into the tray.



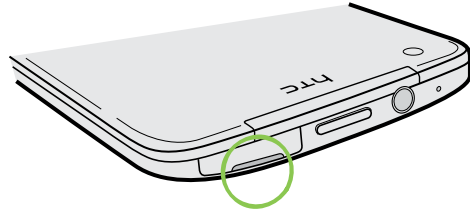
6. Insert the SIM card tray back into the slot.
7. Close the slot cover.

Removing the SIM card



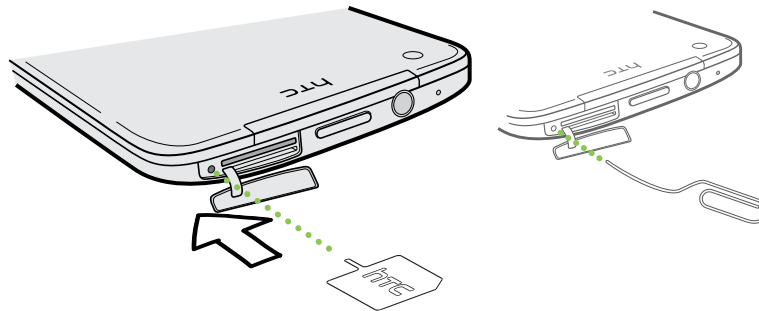
Make sure to switch off HTC Butterfly before removing your SIM card.

1. Hold the phone face up and the top panel facing you.
2. Open the slot cover with your thumb or finger.



There are two slots inside the compartment. The upper slot contains the SIM card tray.

3. Insert the tip of the SIM eject tool (or a small bent paperclip) into the small hole next to the SIM card tray slot.



4. Push the tip all the way into the hole until the SIM card tray ejects.
5. Pull the SIM card tray out, and remove the SIM card.
6. Insert the empty SIM card tray back into the slot.
7. Close the slot cover.

Storage card

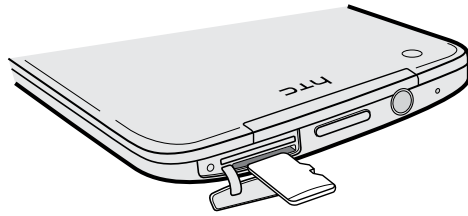
Use a storage card to store your photos, videos, and music.

Inserting the storage card

1. Hold the phone face up and the top panel facing you.
2. Open the slot cover with your thumb or finger.

There are two slots inside the compartment. The lower slot is the storage card slot.


3. Insert the microSD™ card into the storage card slot with its gold contacts facing down and push it until it clicks into place.



4. Close the slot cover.

Unmounting the storage card

When you need to remove the storage card while HTC Butterfly is on, unmount the storage card first to prevent corrupting or damaging the files in the storage card.


1. Slide the Notifications panel open, and then tap .
2. Tap **Storage > Unmount SD card**.

Removing the storage card

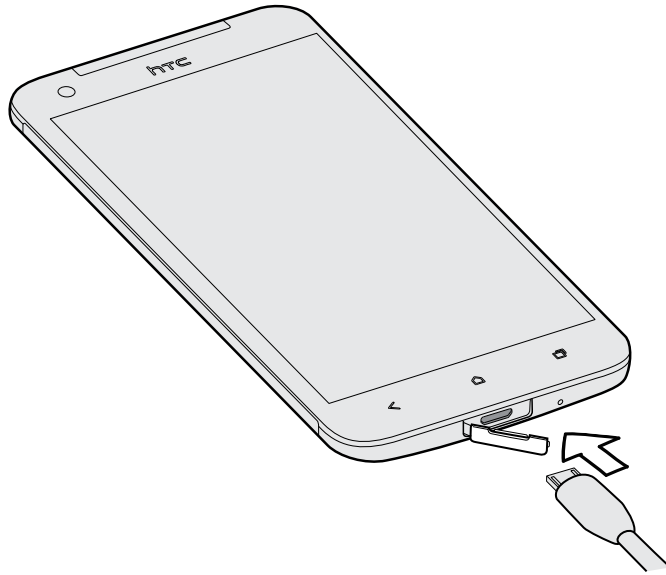
1. Hold the phone face up and the top panel facing you.
2. Open the slot cover with your thumb or finger.
There are two slots inside the compartment. The lower slot is the storage card slot.
3. Push the storage card in to eject it from its slot, and remove it.
4. Close the slot cover.

Charging the battery


Before you turn on and start using HTC Butterfly, it is recommended that you charge the battery.

 Only the power adapter and USB cable provided in the box must be used to charge the battery.

1. Open the USB connector cover.
2. Insert the small end of the USB cable into the USB connector.




3. Insert the other end of the USB cable into the power adapter.
4. Plug in the power adapter to an electrical outlet to start charging the battery.

 As a safety precaution, the battery stops charging if it overheats.

Switching the power on or off

Switching the power on

Press the POWER button.

 When you turn on HTC Butterfly for the first time, you'll need to set it up.


Switching the power off

1. If the display is off, press the POWER button to turn it back on, then unlock the screen.
2. Press and hold the POWER button for a few seconds.
3. Tap **Power off** on the options menu.

Want some quick guidance on your phone?

Learning the basics with Quick Tips

After your phone starts, you'll see a transparent overlay of Quick Tips on some screens (such as the Home screen) that will guide you in using HTC Butterfly. The tips for a screen won't display again after you've closed them.

To view the Quick Tips again, slide the Notifications panel open, and then tap  > **About > Help > Show all quick tips.**

Exploring HTC Butterfly


Tips & Help lets you get the most out of HTC Butterfly in seconds.

- Need to know how to do something right away? Just type in some keywords and get clear, up-to-date answers right on HTC Butterfly.
- Ever have the feeling that you're not getting the most out of your phone? Browse through the friendly walkthroughs on Tips & Help to learn how. The topics range from intro to advanced and the Tips & Help widget even recommends topics that you might like.


To open Tips & Help from the Home screen, tap  > **Tips & Help.**

If you haven't downloaded Tips & Help content yet, or if there's updated content available, just tap the download link to get it.



To change the sync settings of Tips & Help, tap  > **Update settings.**

Searching Tips & Help

1. In Tips & Help, tap , and then enter the words you want to search for.
2. Tap a search result to jump straight to that item.

Setting up your phone

Setting up HTC Butterfly for the first time

When you switch on HTC Butterfly for the first time, you'll be asked to set it up.

- Walk through the on-device setup to choose your Internet connection, turn location services on or off, and more.
- Use our HTC Get Started service to set up your accounts and personalize HTC Butterfly from your computer.

The on-device setup shows you the URL of our Get Started site.

When personalizing HTC Butterfly, you can choose the wallpaper, sounds, apps, home screen layouts, and more. Or just choose a Quick Style that already has all these items preselected for you. You need an HTC Account to save your HTC Get Started setup and to download your settings to HTC Butterfly.

To find out more, see the Help and FAQ on our HTC Get Started site.



Some features that need to connect to the Internet such as location-based services and auto-sync of your online accounts may incur extra data fees. Don't worry. You can enable or disable them in Settings later on.


Home screen

Your Home screen is where you make HTC Butterfly your own. You can add your favorite applications, shortcuts, folders and widgets so they're always just a tap away. To find out how, see [Personalizing](#) on page 40.


Extended Home screen

As you start to do more things with HTC Butterfly, you might find that one Home screen is not enough. No problem.

Swipe your finger left or right on the screen and you'll discover more space for adding icons, widgets, and more.

Press  to return to the main Home screen.

Using Leap view

- To jump straight to the screen that you want, press  or pinch the screen to show the Leap view. It reveals all Home screens as thumbnails. Just tap the one you want and you'll leap right there.
- In Leap view, if there's space to add a new screen, you can tap **Add Panel** to do so. An empty Home screen appears and you can start customizing from there.




Getting contacts into HTC Butterfly

There are several ways you can add contacts to HTC Butterfly.

Sync with your computer	Sync the contacts from your old phone to your computer, and then use HTC Sync Manager to sync HTC Butterfly with your computer's Microsoft® Outlook®, Outlook Express or Windows® Contacts.
Gmail™	Google® contacts are imported to HTC Butterfly after you sign in to your Google Account. You can also create more Google contacts right from HTC Butterfly.
Social network accounts	Log in to your favorite social networks to import contact information from them.
Phone contacts	You can create and store contacts directly in HTC Butterfly.
SIM card	Copy all your SIM contacts to HTC Butterfly.
Microsoft Exchange ActiveSync®	HTC Butterfly syncs your work contacts from the Microsoft Exchange ActiveSync Server in your workplace.
Transfer	Use the Transfer app to transfer contacts and other data from your old phone to HTC Butterfly through Bluetooth®.

Transferring contacts from your old phone through Bluetooth

Depending on the capabilities of your old phone, the Transfer app may be able to transfer not only contacts but also other data such as calendar events and text messages to HTC Butterfly.



1. From the Home screen, tap  > **Transfer**.
2. Tap **Next** to begin.
3. Choose your old phone's name and model.
4. On your old phone, turn Bluetooth on and set it to discoverable mode.
5. Follow the onscreen instructions on your old phone and HTC Butterfly to pair them.
6. Choose the types of data to transfer:
 - If you selected **Contacts** and **Calendar**, you can choose whether to transfer them to the phone or to an account you're signed into (such as Exchange ActiveSync).
 - If you're transferring data from the HTC One series (or newer phones), you can also select **SMS**, **Bookmark**, and **Task**. These data types can only be transferred locally to HTC Butterfly.
7. Wait for the data transfer to finish.

Getting photos, videos, and music on or off HTC Butterfly

There are two ways you can transfer your media.


- Connect HTC Butterfly to your computer. Your computer will recognize it just like any removable USB drive, and you can copy your media between them.
- Download and use our HTC Sync Manager software. You can easily set it up to sync folders containing media and playlists on your computer with HTC Butterfly. HTC Sync Manager can also automatically get photos and videos off HTC Butterfly to your computer. For details, see [HTC Sync Manager](#) on page 101.

Tired of transferring your media every time you change to a new phone? Use online storage services to put your media in one place so you can access them anywhere — on your computer, HTC Butterfly, and other mobile devices.

Check first what online storage accounts are available on HTC Butterfly and sign in to the one you want to use. To sign in to an account, slide the Notifications panel open, and then tap  > **Accounts & sync** > . Use the Gallery app to access media in your online storage.

Getting to know your settings

Want to change the ringtone, set up a Wi-Fi® connection or make HTC Butterfly more secure? Do this and more in Settings.


Slide the Notifications panel open, and then tap . Here are some of the basic settings you can change:

- Tap the **On/Off** switch next to an item such as Wi-Fi to turn it on or off. Tap the item itself to configure its settings.
- Tap **Sound** to set a ringtone, choose a sound profile, and configure incoming call sound settings.
- Tap **Personalize** to change the wallpaper or apply a scene to HTC Butterfly.
- Tap **Security** to secure HTC Butterfly, for example with a screen lock.


Updating the HTC Butterfly software

HTC Butterfly can check and notify you if there's a new update available. You can also manually check if there's an available update.



You might want to use Wi-Fi or your computer's Internet connection to download software updates to save on data usage. You can set this option in **Settings > About > Software updates > **.


Installing a software update


When the Internet connection is on and there's a new software update available, the update notification icon  appears in the status bar.

1. Slide the Notifications panel open, and then tap the system update notification.
2. If you don't want to download the update using your data connection, select **Use Wi-Fi or cable only**.
3. Tap **Download**.
4. When download is complete, select **Install now**, and then tap **OK**.


Wait for the update to finish. HTC Butterfly restarts automatically.

Installing an application update

When the Internet connection is on and there's an available update for one of your apps, the update notification icon  appears in the status bar.

1. Slide the Notifications panel open, and then tap the update notification.
The Updates screen opens with the list of application updates to be installed.
2. Tap an item to view its details, and then tap .
3. When you're done reviewing the updates, tap **Install**. You'll be asked to restart HTC Butterfly if needed.

Checking for updates manually

1. Slide the Notifications panel open, and then tap .
2. Tap **About > Software updates > Check now**.

Your first week with your new phone

Features you'll enjoy on HTC Butterfly

HTC Butterfly gives you an amazing camera, great sound experience, and more.

Capture every moment as it happens

- Activate Camera instantly. Launch it from the lock screen and take your shots with no delay.

And when Camera goes into sleep mode, just press POWER to use it right away.

- With **VideoPic**, you can snap a picture while you're shooting video. See [Taking a photo while recording a video](#) on page 36.

You can also capture a photo from a previously recorded video. See [Taking a photo while watching a video](#) on page 77.

- Use **Continuous shooting** mode to capture 20 consecutive shots or more. See [Taking continuous camera shots](#) on page 36.
- By just tapping the screen (or shutter button), take three shots of your subject at different exposures and combine them into a nice, evenly exposed photo. See [Using HDR](#) on page 38.
- In Gallery, use Map view to see photos grouped by location, or Events view to see photos and videos grouped by date taken. For details, see [Viewing photos and videos](#) on page 76.

Immerse in music

- Our HTC Music app keeps all your music sources and services in one place. See [About the Music app](#) on page 84.
- Beats Audio™ integration gives you a rich, authentic sound experience, whether you're listening to music, watching a YouTube® video, or playing a game. To find out more, see [Making your music sound better](#) on page 85.

HD entertainment on the go

- Rent or buy movies and shows. Choose from our wide collection of titles in HTC Watch™. See [About HTC Watch](#) on page 143.
- Use HTC Media Link HD to wirelessly share your media from HTC Butterfly to your HD TV. See [Sharing on a big screen](#) on page 90.

Quick, easy set-up

With our HTC Get Started service, you can set up and personalize HTC Butterfly from your computer, and just download your settings to HTC Butterfly. See [Setting up HTC Butterfly for the first time](#) on page 15.

Dropbox integration with HTC Sense

Always have access to your photos, videos, and documents anywhere by storing them in Dropbox. When you sign in to your Dropbox account from HTC Butterfly, you can even get an additional 23 GB of free Dropbox storage for two years. To find out how, see [Using Dropbox on HTC Butterfly](#) on page 136.



The 23 GB offer is available only if Dropbox is preloaded. If it's not preloaded, you can download it from Google Play and still enjoy Dropbox integration with apps such as Gallery and Mail.

HTC Car

With the HTC Car app, keep yourself entertained while finding your way on the road. You can use turn-by-turn navigation, browse maps, take calls, and listen to music or Internet radio. To find out more, see [HTC Car](#) on page 146.

Rich and seamless browsing experience

Enjoy HTML5 content on the go. And no more panning left and right. The web browser's text reflow automatically adjusts text to the width of your screen. To find out more about using the web browser, see [Browsing the Web](#) on page 70.

You can also keep a copy of what you're browsing so you can read it later even without an Internet connection. See [Saving web content for later](#) on page 73.

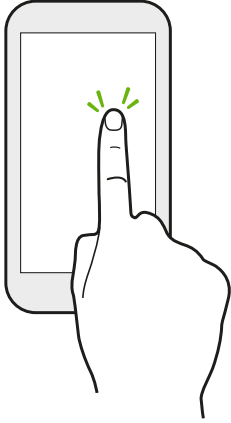
Smart dial

The phone dialer's Smart dial feature makes it quick and easy for you to place a call. Just enter the phone number or first few letters of the contact name. See [Making a call with Smart dial](#) on page 51.

Touch gestures

Use touch gestures to get around the Home screen, open apps, scroll through lists, and more.

Tap



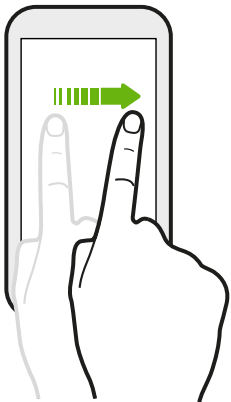
Tap the screen with your finger when you want to select onscreen items such as application and settings icons, or press onscreen buttons.

Press and hold



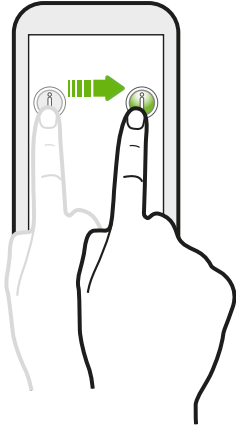
To open the available options for an item (for example, a contact or link in a webpage), just press and hold the item.

Swipe or slide



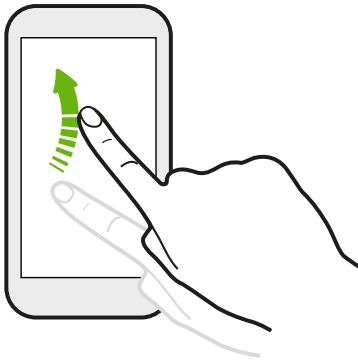
Quickly swipe your finger vertically or horizontally across the screen to go to other Home pages, scroll through documents, and more.

Drag



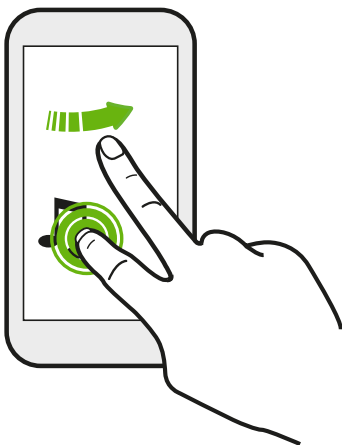
Press and hold your finger with some pressure before you start to drag. While dragging, don't release your finger until you have reached the target position.

Flick



Flicking the screen is similar to swiping, except that you need to swipe your finger in light, quicker strokes, such as when moving right and left on the Home screen, or flicking through a contacts or message list.

Press and flick

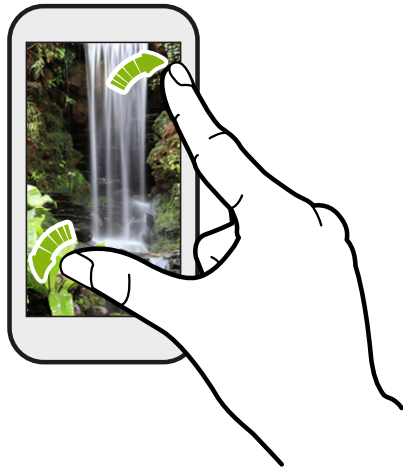


On the Home screen, you can easily move a widget or icon from one screen to another.

Press and hold the widget or icon with one finger, and flick the screen to the new location with another finger.

Pinch and spread

In some apps, like Gallery, Messages, Mail, or the web browser, spread your fingers on the screen to zoom in when viewing a picture or text.

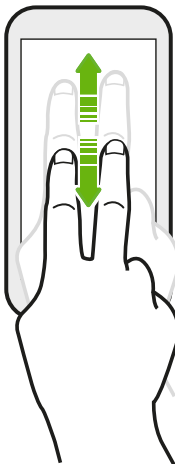


Pinch the screen to zoom out of the picture or text.

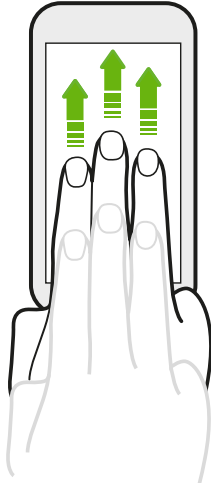


Two-finger swipe

In some apps that have sorting, like Mail or People, swipe up or down using two fingers to scroll the screen. The screen displays the sorting order, and you can easily scroll to the information you want.



Three-finger swipe



Swipe up using three fingers to share content such as photos, videos, and music from HTC Butterfly to your TV or speakers.



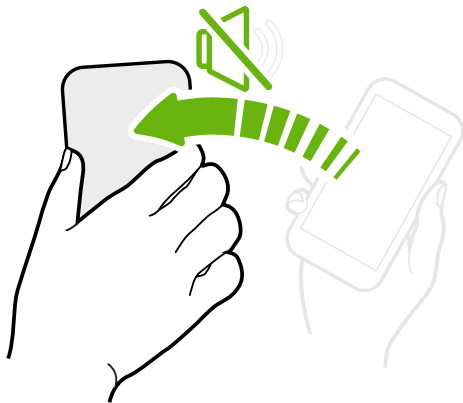
HTC gestures is enabled by default, making the three-finger gesture exclusive for sharing content. You also won't be able to use multi-finger gestures (gestures that use three fingers or more) in apps such as games or musical instrument apps.

To use multi-finger gestures in such apps, clear the **HTC gestures** option in **Settings > Display, gestures & buttons**. This disables content sharing.

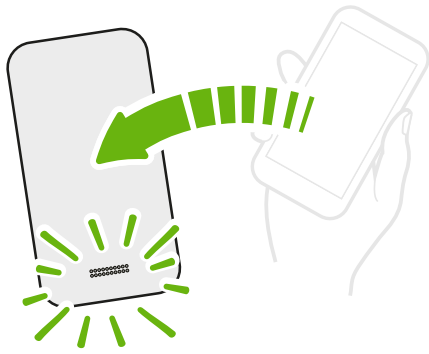
Motion gestures

Use motion gestures to mute HTC Butterfly, turn on the speakerphone, and more.

Flip to silence / flip for speakerphone



When a call comes in you can turn HTC Butterfly over to mute it.



While in a call, turn HTC Butterfly over to turn the speakerphone on for hands-free conversations or for conference calling.

Pick up to lower volume



In a business meeting or restaurant, pick HTC Butterfly up when a call comes in to lower the ringtone volume.

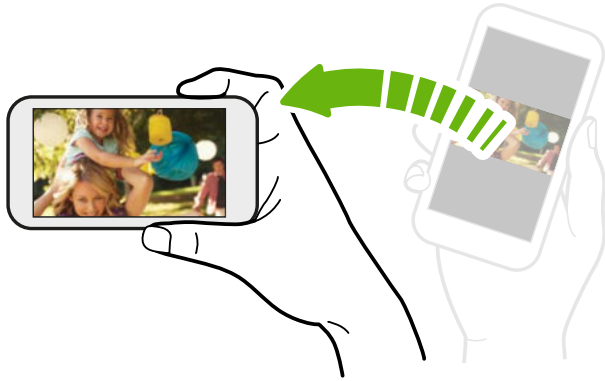
Set volume to automatically rise while in your pocket or bag



On a noisy street and can't hear HTC Butterfly ringing in your bag?

You can set HTC Butterfly to recognize when it's in your bag or pocket and raise the ringtone volume so that you can hear it in noisy environments.

Rotate HTC Butterfly for a better view



For many screens, you can automatically change the screen orientation from portrait to landscape by turning HTC Butterfly sideways.

When entering text, you can turn HTC Butterfly sideways to bring up a bigger keyboard.

Sleep mode

Sleep mode saves battery power by putting HTC Butterfly into a low power state while the display is off. It also stops accidental button presses when HTC Butterfly is in your bag.

Switching to Sleep mode

Briefly press the POWER button to turn off the display and switch to Sleep mode. HTC Butterfly also automatically goes into Sleep mode when it's left idle for a while.

You can change the time before HTC Butterfly sleeps in the **Display, gestures & buttons** (or **Display & buttons**) settings.

Waking up from Sleep mode

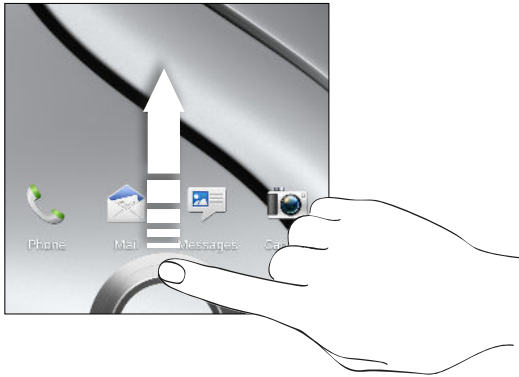
To wake HTC Butterfly up manually, press the POWER button. You'll need to unlock the screen.



HTC Butterfly automatically wakes up when you have an incoming call.

Unlocking the screen

Pull the ring up to unlock the screen.



If you've set up a screen lock, you'll be asked to provide your credentials before HTC Butterfly unlocks.

If you've set an event reminder or an alarm, you can drag  or  to the ring to snooze or dismiss the event or alarm.

Opening an app or folder from the lock screen


- On the lock screen, drag an app or folder icon to the ring to unlock the screen and directly go to the app or folder.






The shortcuts on the lock screen are the same ones on your Home screen's launch bar. To change the lock screen shortcuts, replace the apps or folders on the launch bar.


- When there's a notification or info shown on the lock screen such as a missed call or new message, you can drag it to the ring to directly go to its app.

Making your first call

1. On the Home screen, tap .
2. Enter the phone number or first few letters of the contact's name.
3. From the list, tap a contact to call.
4. To hang up, tap End Call.

Sending your first text message

1. From the Home screen, tap  > Messages.
2. Tap .
3. Tap , and then select the contacts you want to send the message to.

4. Tap the box that says **Add text**, and then enter your message.
5. Tap  to add quick text, change the font size, and more.
6. Tap **Send**.

The HTC Sense keyboard

Typing is fast and accurate with the HTC Sense™ keyboard.

- Turn on the Trace keyboard so you can enter words by just sliding your finger from one letter to another.
- You can type words by just speaking.
- Predictive text also saves typing time. As you type, you'll see word suggestions that you can choose from. You can even add more words to the predictive text dictionary.
- Just swipe right to access the numeric and symbol keyboard. Or swipe left to switch between languages.
- The keys have secondary numbers, punctuation symbols, or other characters that you can quickly insert without having to switch to the numeric and symbol keyboard.

For example, the first row of keys has numbers. Just press and hold a key to insert a number.

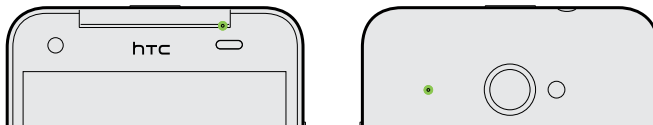
- Choose from a selection of smileys and insert one right from the keyboard.
- Show or hide navigational arrow keys on the keyboard. If you enable the arrow keys in Settings, they will only appear on the portrait keyboard.

And since everyone has their own typing style, you can go to Settings to calibrate the keyboard so it learns how you type.

For more details on using the HTC Sense keyboard, see [Using the onscreen keyboard](#) on page 198.

Notifications

Notification LED



The notification LED shows a:

- Solid green light when HTC Butterfly is connected to the power adapter or a computer and the battery is fully charged.
- Flashing green light when you have a pending notification.

- Solid orange light when the battery is being charged.
- Flashing orange light when the battery level reaches very low.

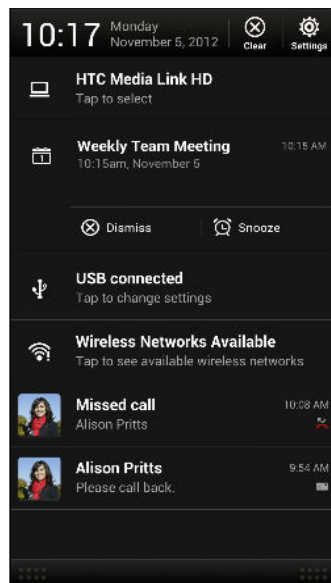
Notifications panel

Notification icons inform you of new messages, calendar events, alarms, and activities in progress such as files downloading.




When you see notification icons, open the Notifications panel to check out details of the notifications that you've received. You can also quickly access settings from the Notifications panel.

1. To open the Notifications panel, slide down from the top of the screen.



If you have several notifications, scroll down the screen to see them all.

2. On the Notifications panel:
 - You can expand certain notifications to see more information, such as email previews and calendar events. Spread with your two fingers to expand a notification, or pinch to collapse it.
 - You'll see icons in some notifications that allow you to take immediate actions. For example, when you have a missed call, tap the available icons to return the call or reply with a text message.
 - Tap the notification icon on the left to open the corresponding app.
 - To dismiss just one notification in the list, drag it left or right.
3. To close the Notifications panel, slide up from the bottom bar of the panel or press .

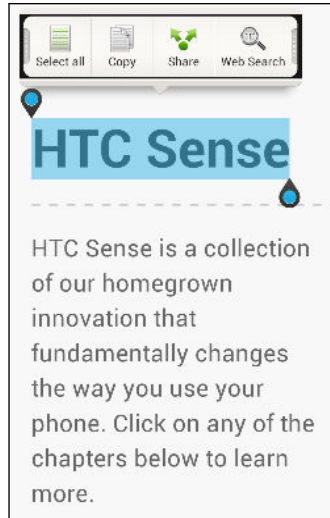
You can also tap  to dismiss all notifications and close the Notifications panel.

Copying and sharing text

In apps such as the web browser and Mail, you can select and copy text, and then paste or share it.

Selecting text

1. Press and hold on a word.
2. Drag the start and end markers to highlight the surrounding text you want to select.



To copy the address of a linked webpage, press and hold the link, and then tap Copy link URL.

Copying and pasting text

1. After you have selected the text you want to copy, tap **Copy**.
The selected text is then copied to the clipboard.
2. In a text entry field (for example while composing an email), press and hold at the point where you want to paste the text.
3. Tap **Paste**.

Sharing text

1. After you have selected the text you want to share, tap **Share**.
2. Choose where to paste and share the selected text, such as in an email message or social network status update.


Capturing the HTC Butterfly screen

Want to show off your high game score, write a blog post about HTC Butterfly features, or post a status update about a song you're playing? It's easy to take a picture of the screen and share it from Gallery.

Press and hold POWER and then press . The screen is saved in the Camera shots album in Gallery.

Switching between recently opened apps

You can easily access apps you've just recently opened.


1. Press .
2. Slide your finger left or right to see recently-opened apps.



- To switch back to an app, just tap it.
- To remove an app from the list, drag it up.



Can't find the Menu button?

Do you miss having a Menu button? You can set the Recent apps button to open the Menu as well.

1. Slide the Notifications panel open, and then tap .
2. Tap Display, gestures & buttons (or Display & buttons).
3. Tap Recent apps button and select how you want to open the Menu, such as press or press and hold the button.

Checking battery usage

See a ranking list of apps that are using the battery. You can also see how much and how long the battery has been used for each app.


1. Slide the Notifications panel open, and then tap .
2. Tap **Power > Usage**.
3. You can:
 - Tap an app to check how it's using the battery. You'll see how much battery power is used by resources such as the display and CPU for the app and other use details.
 - Tap  to close an app.



If you see buttons while viewing an app's battery use details, you can tap them to adjust settings that affect battery usage, stop the app, and more.

Checking battery history

Check how long you've been using HTC Butterfly since the last charge. You can also see a chart that shows how long the screen has been on, and how long you've been using connections like the mobile network or Wi-Fi.

1. Slide the Notifications panel open, and then tap .
2. Tap **Power > History**.
3. If you've used HTC Butterfly for a long time since the last charge, swipe left or right to scale the graph that details battery usage over time.

You can also spread your fingers or pinch to scale the graph.

Camera

Camera basics

Capture photos instantly, with no delay. Just directly launch the camera from the lock screen, even if HTC Butterfly is password protected.

1. When your display is off, press POWER.
2. Drag the Camera icon to the lock screen ring so you can start taking photos and videos right away.



From the Home screen, you can also tap Camera to launch it.

Use the controls on the Viewfinder screen to add effects, zoom in or out, and more.



When you leave the Viewfinder screen, you'll need to unlock HTC Butterfly if you've set a screen lock.

Zooming

- Before taking a photo or video, slide your finger on the zoom bar to zoom in or out.
- When you're recording video, the zoom bar is always onscreen. You can freely zoom in or out while recording.

Switching between the front and main camera


On the Viewfinder screen, tap .




Some camera features are not available when you're using the front camera, such as zooming.

Choosing an effect

Use the available camera effects to make your photos look like they've been taken through special lenses or filters. You can also apply certain effects to videos.

1. Tap .
2. Scroll through the available effects and tap one that you like.

Setting the resolution


1. On the Viewfinder screen, tap .
2. Tap **Aspect and Resolution**, and then choose an image resolution.
3. Tap **Video Quality**, and then choose a video resolution.

Choosing a flash mode


Tap the flash icon to choose a flash mode.

When using Flash on or Auto flash mode, the camera intelligently sets the best flash brightness for your photo.



Taking a photo

1. Open Camera from the lock screen or Home screen.
2. Just point the camera at what you want to capture. The camera adjusts the focus automatically as you move it.
3. When you're ready to take the photo, tap .



You can also tap anywhere on the screen to take a photo (be sure that **Touch to capture** is selected in  > **Camera options**).

Recording video

1. Open Camera from the lock screen or Home screen.
2. When you're ready to start recording, tap .
3. While recording, you can:
 - Freely zoom in or out.
 - Change focus to a different subject or area by just tapping it on the Viewfinder screen.
 - Tap the flash icon to turn the flash on or off.
4. To stop recording, tap .

Taking a photo while recording a video

While you're recording video using the main camera, tap  to capture a still shot of your subject.

Keeping the camera on standby

While waiting to capture your next subject, switch HTC Butterfly to Sleep mode and keep the camera ready to take more photos and videos.

1. Open Camera from the lock screen or Home screen.
2. Take your first batch of photos or videos.
3. To switch HTC Butterfly to Sleep mode, press POWER.
4. When you're ready to take more photos and videos, just press POWER again to launch the camera.




When you leave the Viewfinder screen, you'll need to unlock HTC Butterfly if you've set a screen lock.

Taking continuous camera shots

Do you want to take photos of moving subjects? Whether it's your kid's football game or a car race, you can capture the action.



Make sure that you're in **Normal** scene to use this feature.

1. On the Viewfinder screen, just press and hold . The camera takes up to 20 consecutive shots of your subject.



Want to capture a lot more shots? Tap  > **Continuous shooting**, and then clear the **Limit to 20 frames** option.



2. After taking the shots, select the photo that you like the most, and then tap **Best shot**. To save more photos from the batch, just delete the photos you don't want to keep.

Camera scenes

A scene is a collection of settings to suit the lighting and environment. Use **Normal** and let the camera automatically determine optimal settings, or choose from a wide selection of scenes before you start taking photos.



Improving portrait shots

If you'd like your family or friends to look their best in your photos, make sure to use the portrait scene. It smoothens the skin in your shots.

1. On the Viewfinder screen, tap .
2. Tap **Scene selection > Portrait**.
3. When you're ready to take the photo, tap .

Taking a group shot

Finding it difficult to make everyone smile and have them look at the camera at the same time? With HTC Butterfly, you get perfect group portraits with the most smiles and the fewest blinks.


1. On the Viewfinder screen, tap .
2. Tap **Group portrait**.
3. When you're ready to take the photo, tap . The camera takes several shots and merges them into the best possible group photo.



Taking a panoramic photo

Whether it's the Golden Gate Bridge or the Eiffel Tower, you can capture anything wide or tall in a single photo.



- Zoom and flash are disabled when you're in this mode.
- You can't change the image resolution when taking a panorama.



1. On the Viewfinder screen, tap .
2. Tap **Panorama**.

3. When you're ready to take the first shot, tap . Directional arrows appear, prompting you to pan left or right in landscape view (or pan up or down in portrait view).
4. Pan HTC Butterfly as smoothly as you can, and then pause when you see a complete frame on the Viewfinder screen. The camera automatically captures the shot.
5. Repeat the previous step to take the remaining shots.
Or, tap  to stop capturing anytime.

The camera stitches the shots into a single photo.

Using HDR



When shooting portraits against a bright background, use the HDR (High Dynamic Range) scene to capture your subjects clearly. HDR brings out the details of both the highlights and shadows, even in high contrast lighting.

1. On the Viewfinder screen, tap .
2. Tap **HDR**.
3. When you're ready to take the photo, tap .

The camera takes three shots at different exposure levels and combines them into one enhanced photo.


Recording videos in slow motion

Relive high speed action bit by bit and add a touch of suspense to your videos.


1. On the Viewfinder screen, tap .
2. Tap **Slow motion video**.
3. Frame your subject on the Viewfinder screen.
4. Tap  to start recording.

Improving video stability

Lessen shakes and blurs in your video, especially when you're following a moving subject.

1. On the Viewfinder screen, tap .
2. Tap **Video options > Video stabilization**.

Changing camera and video settings

1. On the Viewfinder screen, tap .
2. As well as changing basic camera and video settings, you can also:
 - Change the review duration to set how long a captured photo or video will be displayed on the Review screen before the camera changes back to the Viewfinder screen.
 - Automatically take a shot when your subject smiles (photo mode only).
 - Geo-tag photos to store GPS location in your captured photos (photo mode only).
 - Set the ISO level. Higher ISO numbers are better for taking pictures in low light conditions (photo mode only).
 - Automatically upload photos to a social network (photo mode only). You can set the upload frequency, select the album to upload to, and set the privacy level.

Personalizing

Making HTC Butterfly truly yours

Make HTC Butterfly look and sound just the way you want it. Personalize it with a different wallpaper, skin, ringtone, and notification sound for events such as incoming text, email, and calendar reminders.

Personalizing HTC Butterfly with scenes


HTC Butterfly becomes multiple phones in one when you use scenes. Scenes are personalized Home screen layouts that you can quickly apply. By switching between scenes, you instantly turn HTC Butterfly into your perfect weekend phone, travel phone, work phone, or pure play phone.



Everytime you add or modify something on the Home screen, HTC Butterfly automatically saves your changes to the current scene selected.



Using a preset scene

HTC Butterfly features preset scenes, each preconfigured with a different wallpaper and collection of widgets that reflect different moments in your life. You can choose a scene that is suitable for work, play, travel, or your social life.

1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Display tab, tap **Scene**.
3. Slide your finger on the screen from right to left to select the scene you want.
4. Tap **Apply**.


Creating a new scene

You'll start with an empty Home screen when you create a new scene.



1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Display tab, tap **Scene**.
3. Tap  > **New**.

4. Enter a new scene name, and then tap **Done**.
5. Personalize the scene by adding widgets and apps, changing the wallpaper, and more. All of your changes will be automatically saved to this scene.

Renaming a scene


1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Display tab, tap **Scene**.
3. Slide your finger on the screen from right to left to select the scene you want to rename.
4. Press and hold a scene thumbnail, and then tap **Rename**.
5. Enter a new scene name.
6. Tap **Done**.

Deleting scenes

1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Display tab, tap **Scene**.
3. Tap  > **Delete**.
4. Slide your finger on the screen from right to left to browse through scenes, then tap one or more scenes you want to delete.
5. Tap **Delete**.

Changing your wallpaper

Pick your favorite photo as your Home wallpaper. Choose from the available wallpapers, or use any photo you've taken with the camera.


1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Display tab, tap **Wallpaper**.
3. Tap one of the following:

HTC wallpapers	Choose a preset wallpaper, and then tap Preview .
Live wallpapers	Choose a preset animated wallpaper, and then tap Preview . If the animated wallpaper you chose can be customized, tap Settings .
Gallery	Choose an existing photo and crop it.

4. Tap **Save** or **Apply**.

Applying a new skin



Personalize beyond the Home screen by applying a new skin. Skins give a different look and feel to most onscreen buttons, application screens, option menus, and other items.

1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Display tab, tap **Skin**.
3. Slide your finger on the screen from right to left to select the skin you want.
4. Tap **Apply**.

Personalizing your Home screen with widgets

Widgets put at-a-glance important information and media content up front on your Home screen. Some widgets are already added to your Home screen for your convenience. You can add more from the available selections of widgets.


Adding a widget to your Home screen

1. Press and hold on an empty space on your Home screen.
2. On the Widgets tab, you can:
 - Slide left or right to browse through the complete set of widgets.
 - Tap  to search for specific widgets.
 - Tap  and then choose a widget.



Some widgets are available in different styles and sizes.

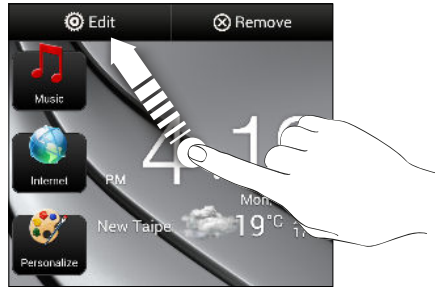
3. Drag a widget to a home screen thumbnail where you want to add it.

You can also add widgets that allow you to quickly switch on or off certain settings such as Wi-Fi and Bluetooth. Tap  > **Settings**, and then tap the widget that you want.

Changing the settings of a widget

You can modify basic settings of some widgets (for example, the People and Mail widgets) from the Home screen.

1. Press and hold a widget on your Home screen, and then drag it to .



The relevant screen where you can change some settings for this widget then opens.

2. Customize the widget settings.

Resizing a widget

Some widgets can be resized after you've added them to your Home screen.


1. Press and hold a widget on the Home screen, and then release your finger. If you see directional arrow buttons appear on the widget, that means the widget is resizable.
2. Drag an arrow button to enlarge or shrink the widget size.

Adding apps and other shortcuts on your Home screen

Place apps you often use on your Home screen. You can also add shortcuts to frequently used settings, bookmarked webpages, and more.

1. Press and hold on an empty space on your Home screen.
2. On the Apps or Shortcuts tab, choose whether to add an app or a shortcut.



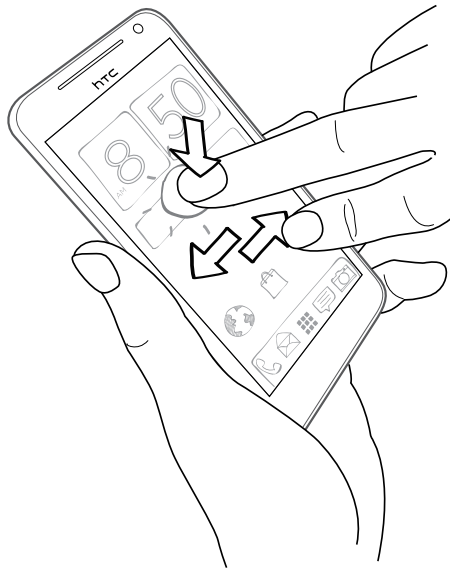
To add an app, you can also tap , press and hold an app, and then drag it to an empty area on your Home screen.

Rearranging or removing widgets and icons on your Home screen

Moving a widget or icon


You can easily move a widget or icon from one Home screen panel to another.

1. Press and hold the widget or icon with one finger.
2. With another finger, flick left or right to rotate the screen to another Home screen panel.



3. Release the widget or icon.
4. To move the widget or icon to another position on the panel, just press and hold and then drag it.

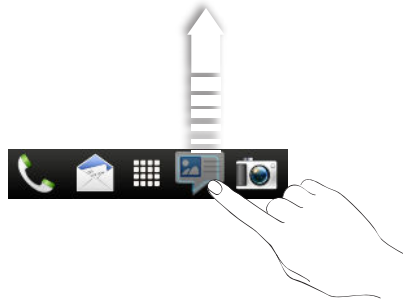
Removing a widget or icon


1. Press and hold the widget or icon you want to remove, and then drag it to .
2. When the widget or icon turns red, lift your finger.

Personalizing the launch bar

The launch bar on your Home screen gives you one-touch access to commonly used apps. You can replace the apps on the launch bar with other apps you often use.

1. Press and hold the app you want to replace, and then drag it out of the launch bar.



2. Tap  to go to the All apps screen.
3. Press and hold an app, and then drag it to the empty slot on the launch bar.

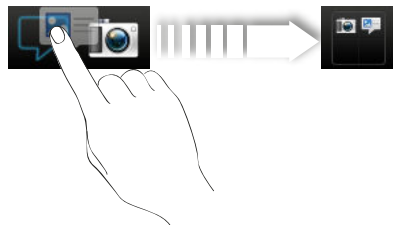



- You can also place shortcuts to settings or information on the launch bar. Add a shortcut first to the Home screen, and then drag it to the launch bar.
- The apps or shortcuts you see on the lock screen are the same as the ones on the launch bar.

Grouping apps into a folder

Use folders to group apps on the launch bar or your Home screen to free up space so you can add more apps.

1. Press and hold an app, and then drag it over to another app to automatically create a folder.



2. Tap the folder to open it.
3. Tap .

4. Select one or more apps that you want to add to the folder.
5. Tap **Add**.




You can also add shortcuts to settings or information. Add a shortcut first to the Home screen, and then drag it over to the folder.

Renaming a folder

1. Tap the folder to open it.
2. Tap the folder window's title bar.
3. Enter a new folder name.
4. Tap outside the folder to close it.

Removing items from a folder

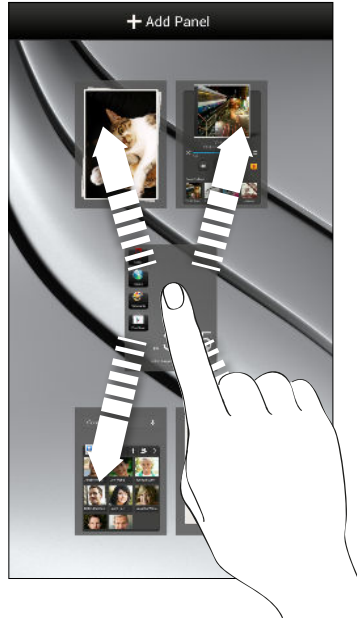
1. Tap the folder to open it.
2. Press and hold an app or shortcut, and then drag it to the Home screen, or drag it out to  to remove. Repeat this process to remove more items from the folder.

If there's only one item left in the folder, the folder ungroups the last item and removes itself automatically.

Rearranging the Home screen



Reorder your Home screen panels in any way that fits how you use them. For example, move the panels with frequently-used widgets, shortcuts, and folders closer to the main Home screen.

1. Pinch the Home screen to show the Leap view.
2. Press and hold the thumbnail of the home screen you want to move. HTC Butterfly then vibrates. Don't lift your finger just yet.
3. Drag the thumbnail to its new position, and then lift your finger.





Removing a Home screen panel

If you feel you need fewer Home screens, you can remove some.

1. On the Home screen, pinch the touch screen or press  to go to Leap view.
2. Press and hold the panel you want to remove. Don't lift your finger just yet.
3. Drag the panel to .

Adding back a Home screen panel



Add back a Home screen if you have more widgets, apps, and shortcuts that you want to access right away.

1. On the Home screen, pinch the touch screen or press  to go to Leap view.
2. Tap . A new Home screen appears. You can start adding widgets, apps, and shortcuts.

Personalizing with sound sets


Each sound set gives you a different combination of sounds for your ringtone and notifications such as incoming messages, email, calendar event reminders, and more. By switching between sound sets, you can instantly make HTC Butterfly ring or alert you with fun sounds when you're out with friends or change to subtle sounds while you're at work.

Creating a sound set

1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Sound tab, tap **Sound set**.
3. On the Sound sets screen, tap .
4. Enter a new sound set name, and then tap **Done**.



The newly created sound set is then added to the list of sound sets. You can assign different tones to the sound set to your preference.

Changing your ringtone, notifications, and sounds

1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Sound tab, tap **Sound set**.
3. Choose a sound set you want to customize, or create a new one, and then tap **Apply**.
4. Change the ringtone, notification sound, and alarm from the Personalize screen.

HTC Butterfly automatically saves your choices to the current sound set.

Deleting sound sets


1. Slide the Notifications panel open, and then tap  > **Personalize**.
2. On the Sound tab, tap **Sound set**.
3. Tap .
4. Select one or more sound sets you want to delete.
5. Tap **Delete**.

Rearranging application tabs

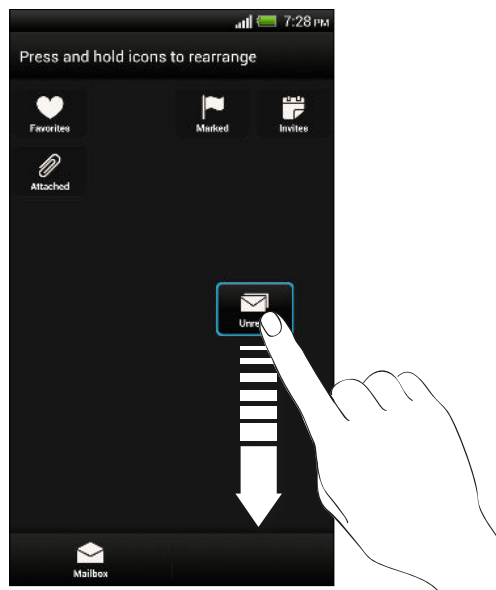
You can rearrange the tabs at the bottom of some apps to prioritize the types of information you frequently use. You can also add or remove tabs.

1. Open an app that has the usual tabs at the bottom of its screen.
2. Press and hold the current tab until the screen changes and shows a message about rearranging tabs.



If you don't see any tabs on the app, tap  > Edit tabs or Filters.


3. You can:
 - Change the order of the tabs. Press and hold a tab, and then drag it to its new position.
 - Drag a tab into or out of the bottom row to add or remove it.



4. When you're done, press .

Customizing the lock screen style

Choose from our selection of lock screens. Some lock screens are customizable.

1. Slide the Notifications panel open, and then tap  > Personalize.
2. On the Display tab, tap Lock screen style.
3. Slide your finger left or right to choose a lock screen style.


4. Tap the lock screen style to see a preview. If you want to further customize it, tap **Settings**.
5. Tap **Apply**.



The shortcuts on the lock screen are the same apps as the ones on your Home screen's launch bar. To change them, you'll have to replace the apps on the launch bar.


Hiding missed calls and messages on the lock screen

You'll see missed calls and messages on the lock screen. Want these hidden instead?

1. Slide the Notifications panel open, and then tap  > **Security**.
2. Clear the **Phone notification preview** and **Message notification preview** options.

Securing HTC Butterfly with a personal touch

Make unlocking your phone as easy as looking at it. Protect your personal information and prevent others from using HTC Butterfly without your permission by setting up face unlock.

1. Slide the Notifications panel open, and then tap  > **Security**.
2. Tap **Screen lock** > **Face Unlock**.
3. Tap **Set it up** and follow the onscreen instructions.
4. Choose a backup lock to use in case the phone doesn't recognize you.
5. Tap **Lock phone after**, then specify the idle time before the screen is locked.



You can also tap **Improve face matching** on the Security screen to train HTC Butterfly to recognize your face in different situations, such as when you're wearing glasses or sporting a beard.


You'll be asked to unlock the screen every time HTC Butterfly is turned on or when it's idle for a certain period of time.

To further improve security, select **Liveness check** on the Security screen. You'll be asked to blink to unlock the screen.


Phone calls

Making a call with Smart dial

You can either dial a number directly, or use Smart dial to quickly place a call. Smart dial searches and calls a stored/synced contact or a number from your call history.

1. On the Home screen, tap .
2. Enter the phone number or first few letters of the contact's name.
3. From the list, tap a contact to call.





To check other phone numbers associated with the contact, tap  beside the contact name.


4. To hang up, tap **End Call**.

Changing the Phone dialer layout

Switch between the Smart dial keypad to find contacts with just a few taps and a full screen keypad that gives you more room to enter phone numbers.

1. On the Home screen, tap .
2. Tap  > **Full screen keypad** or **Smart dial keypad**.

Returning a missed call

You'll see the missed call icon  in the status bar when you miss a call.

1. Slide the Notifications panel open to check who the caller is.
2. To return the call, spread your two fingers on the missed call notification to expand it, and then tap **Call back**.

If you have multiple missed calls, tap the missed calls notification to open the Call History screen.




Using Speed dial

Use Speed dial to call a phone number with a single tap. For example, if you assign a contact's number to the number 2 key, you can just press and hold 2 to dial the number.



The number 1 key is generally reserved for your voicemail. Press and hold this key to call voicemail and retrieve your voicemail messages.

Assigning a speed dial key

1. On the Home screen, tap .
2. Press and hold an unassigned number, and then tap **Yes**.
You can also tap  > **Speed dial** > .
3. Select a contact from the list.
4. On the Speed dial screen, choose the phone number of the contact to use, and a speed dial key to assign.
5. Tap **Save**.

Calling a phone number in a text message

1. Tap the phone number within the message.
2. Tap **Call**.




To call the message sender, tap the received message, and then tap **Call** on the options menu.

Calling a phone number in an email

1. Tap the phone number in the email body.
2. Tap **Call**.

Calling a phone number in a Calendar event


1. Open an event in Calendar.
2. On the Event details screen, tap the phone number.
3. Tap **Call**.
4. When the call is received, tap  to see event details such as the conference call ID or meeting PIN code on the Phone dialer screen.

Making an emergency call

In some regions, you can make emergency calls from HTC Butterfly even if you don't have a SIM card installed or your SIM card has been blocked.



If you don't have a network signal, you won't be able to make an emergency call.

1. On the Home screen, tap .
2. Dial the emergency number for your locale, and then tap **Call**.

Receiving calls


When you receive a phone call from a contact, the Incoming call screen appears.



You can use the polite ringer and pocket mode features for receiving calls.


Answering a call

Do one of the following:

- If the display is locked when you get a call, drag  to the Lock screen ring.
- If the display is on when you get a call, tap **Answer**.

Rejecting a call

Do one of the following:

- If the display is locked when you get a call, drag  to the Lock screen ring.
- If the display is on when you get a call, tap **Decline**.

After declining a call, you can send a text message to the caller or create a task for returning the call.



You can also press the POWER button twice to reject a call.

Muting the ringing sound without rejecting the call

Do one of the following:

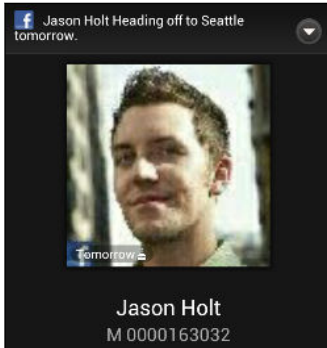
- Press the VOLUME DOWN or VOLUME UP button.
- Press the POWER button.
- Place HTC Butterfly face down on a level surface.



If HTC Butterfly is already facing down, it will still ring when there are subsequent incoming calls.

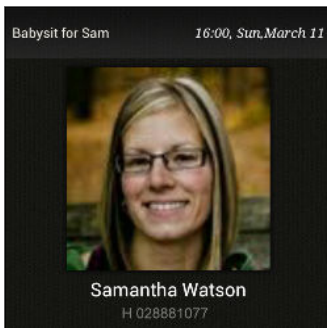
Look who's calling

Every time you make a call or your friend gives you a ring, you get to see your friend's latest social network status update right on the call screen. You'll also see a birthday reminder if your friend's birthday (stored on your phone or online account) will happen in a few days.



Viewing a task reminder while on a call

Did you promise to babysit for a friend this weekend? If you associate a task to a contact, you'll see a task reminder on the call screen when you're on a call with that friend.



What can I do during a call?

When a call is in progress, you can turn the speakerphone on, place the call on hold, and more.

Putting a call on hold

To put the call on hold, tap **⋮** > **Hold**. The status bar then displays the hold call icon .

To resume the call, tap **⋮** > **Unhold**.

Switching between calls

If you're already in a call and you accept another call, you can switch between the two calls.

1. When you receive another call, tap **Answer** to accept the second call and put the first call on hold.
2. To switch between the calls, tap the person you want to talk to on the screen.




Turning the speakerphone on during a call




To decrease potential damage to your hearing, do not hold HTC Butterfly to your ear when the speakerphone is on.



Do one of the following:

- Flip HTC Butterfly over during a call (be sure that **Flip for speaker** is selected in **Sound** settings).
- On the call screen, tap .

The speakerphone icon  appears in the status bar when the speakerphone is on.


To turn the speakerphone off, just flip HTC Butterfly over again, facing it up. Or tap  again.

Muting the microphone during a call

On the call screen, tap  to toggle between turning the microphone on or off. When the microphone is turned off, the mute icon  appears in the status bar.

Ending a call

Do one of the following to end the call:

- On the call screen, tap **End Call**.
- Slide the Notifications panel open, then tap .






If the phone number of the person who called is not in your contacts list, you can choose to save the number to your contacts list after you hang up.


Setting up a conference call

Conference calling with your friends, family, or co-workers is easy. Make the first call (or accept a call), and then simply dial each subsequent call to add it to the conference.



Make sure your SIM card is enabled with conference calling service. Contact your mobile operator for details.

1. Make a call to the first conference call participant.
2. When connected, tap  > **Add call**, and then dial the number of the second participant. The first participant is put on hold.
3. When connected to the second participant, tap .
4. To add another participant, tap , and then dial the number of the contact.
5. When connected, tap  to add the participant to the conference call.
6. To talk to a person in the conference call in private, tap  and then select **Private call**.




To end the call with a participant, tap  and then tap **Finish this call**.

To end the conference call, tap **End Call**.

Call history

Use Call History to check missed calls, your dialed numbers, and received calls.

Checking calls in the Call History



1. On the Home screen, tap .
2. Tap the **Call History** tab.
3. On the Call History screen, you can:
 - Tap a name or number in the list to call.
 - Press and hold a name or number in the list to display the options menu.
 - Tap  to check only the call history of a particular contact.
 - Tap  to display just a particular type of call such as missed calls or outgoing calls.

Adding a new phone number to your contacts from Call History

1. On the Call History screen, press and hold the phone number, and then tap **Save to People**.
2. Choose whether to create a new contact or save the number to an existing contact.


Clearing the Call History list

On the Call History screen, do one of the following:


Remove one name or number	Press and hold the name or number, and then tap Delete from call history .
Clear the entire list	Tap  > Remove call history . On the Delete from call history screen, tap  > Select all , and then tap Delete .

Blocking a caller

When you block a phone number or a contact, all calls from the phone number or contact will be declined automatically.

1. On the Home screen, tap .
2. Tap the **Call History** tab.
3. Press and hold the contact or phone number you want to block, and then tap **Block contact**.



You can always remove a caller from your blocked list. On the Call History screen, tap  > **Blocked contacts**. Press and hold a contact, and then tap **Unblock contact**.



Internet calls

When you're connected to a Wi-Fi network, you can make and receive calls through an Internet calling account.



Before you add an Internet calling account, make sure that you've registered with an Internet calling service that supports voice calls over Session Initiation Protocol (SIP). Internet calls to phone numbers may incur additional fees.


Adding an Internet calling account

1. Slide the Notifications panel open, and then tap  > **Call**.
2. Under Internet call settings, tap **Accounts**.
3. Tap **Add account**.
4. Enter your account details.
5. Tap  > **Save**.
6. To set HTC Butterfly to receive Internet calls on your added account, tap the **Receive incoming calls** check button.

Making an Internet call

Make an Internet call to either your contact's Internet calling account or phone number.

Call any of the following:


Internet calling account	<ul style="list-style-type: none"> ▪ In People, tap a contact who has an Internet calling account, and then tap Internet call. ▪ In Call History, tap an Internet call log.
Phone number	<p>First, enable Internet calling for your outgoing calls. Slide the Notifications panel open, and then tap  > Call. Tap Use Internet calling, and then select either For all calls when data network is available or Ask for each call.</p>

Home dialing

When you're on a trip abroad, it's easy to dial friends and family from home.


Your home country code is automatically added when you call your contacts while roaming. But when manually entering a phone number to call, you need to enter a plus (+) sign and country code before the number.

Changing the default country code for Home dialing

1. Slide the Notifications panel open, and then tap  > **Call**.
2. Tap **Home dialing settings**.
3. Select a country, and then tap **OK**.

Turning off Home dialing

If you prefer to manually enter complete phone numbers to call while roaming, you can turn off Home dialing.

1. Slide the Notifications panel open, and then tap  > **Call**.
2. Under Other settings, clear the **Home dialing** check button.

Call settings

You can change your voicemail number and other call settings.



Contact your mobile operator if you're not certain how to change call settings.



Slide the Notifications panel open, and then tap  > **Call**.

Messages


About the Messages app

Keep in touch with important people in your life. Use the Messages app to compose and send text and multimedia messages. Your sent and received messages are neatly grouped into conversations, by contact name or phone number. You can also keep private messages in the secure box or move unwanted messages to the block box.

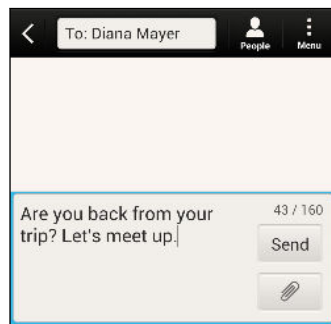
Sending a text message (SMS)

1. From the Home screen, tap  > Messages.
2. Tap .
3. Enter a contact name or mobile number in the **To** field.



Sending the message to a group of friends? Tap , and then select the contacts to whom you want to send the message.

4. Tap the box that says **Add text**, and then enter your message.





5. Tap **Send**, or press  to save the message as a draft.








- There is a limit on the number of characters for a single text message (displayed above the **Send** button). If you exceed the limit, your text message will be delivered as one but will be billed as more than one message.
- Your text message automatically becomes a multimedia message if you enter an email address as the recipient, add a message subject, attach an item, or compose a very long message.

Sending a multimedia message (MMS)






1. From the Home screen, tap  > Messages.
2. Tap .
3. Enter a contact name, mobile number, or email address in the To field.



Sending the message to a group of friends? Tap , and then select the contacts to whom you want to send the message.

4. To add a subject line, tap  > Add subject.
5. Tap the box that says **Add text**, and then enter your message.
6. Tap , and then choose an attachment type.
7. Select or browse for the item to attach.
8. After adding an attachment, tap  to see options for replacing, viewing or removing your attachment.
9. Tap **Send**, or press  to save the message as a draft.

Creating a slideshow



1. After you've added either a photo, video, or audio in the multimedia message you're composing, tap  > **Slide**.
2. Choose where you want to insert the next slide.
3. Right after adding a slide, do one of the following:
 - Tap , and then choose to add a photo or a video.
 - Tap  > **Audio** to add music or a voice recording to a slide.
 - Tap **Add text**, and then enter your caption.
 - Tap  to see options for replacing, viewing or removing your attachment.
4. Tap  > **Preview**. Tap once on the preview screen to see playback controls.



If you don't see **Preview**, scroll down the menu.


5. When finished, tap **Send**, or press  to save the message as a draft.

Can't find your contacts' email addresses in Messages?


1. If only phone numbers are showing up when you're entering a contact name, tap .
2. Tap  > **Show Email**.

To always show email addresses, tap  on the Messages screen, and then tap **Settings > General > Show email address**.

Resuming a draft message

1. On the Messages screen, tap  > **Drafts**.
2. Tap the message and then resume editing it.
3. Tap **Send**.

Checking your messages

Depending on your notification settings, HTC Butterfly plays a sound, vibrates, or displays the message briefly in the status bar when you receive a new message. A new message icon  is also displayed in the status bar.


To open and read the message, you can:

- Open the Notifications panel, and then tap the new message notification.
- Go to the Messages app and open the message.

Viewing and saving an attachment from a multimedia message

- If there's a media attachment such as a photo or video in a received message, tap it to view the content.
- To save the attachment, tap the multimedia message, and then choose to save from the options menu.
- If the attachment is a contact (vCard), tap it to view the contact information, then tap **Save** to add to your contacts.
- If the attachment is an appointment or event (vCalendar), tap it to choose the calendar where to save it, and then tap **Import**.



If you are concerned about the size of your data downloads, you can choose to check the size and subject first before you download a multimedia message. On the Messages screen, tap  > **Settings** > **Multimedia messages (MMS)**. Clear the **Auto-retrieve** option.


Saving a text message in the Tasks app

Save a text message in your Tasks list so you can remind yourself when to reply.

1. On the Messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap the message you want to save, and then tap **Save as task**.
3. Enter other details or change the task title.
4. Tap **Save**.

Moving messages to the secure box

Move private messages to the secure box. You will need to enter a password to read these messages.

1. On the Messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap  > **Move to secure box**.
3. Select the messages, and then tap **Move**.



To move all the messages from a contact, on the Messages screen, press and hold the contact and tap **Move to secure box**.


- To read messages in the secure box, on the Messages screen, tap ▼ > **Secure**. If it is your first time to use the secure box, set a password.
- To remove messages or contacts from the secure box, press and hold the contact (or phone number) and tap **Move to general box**.

Blocking unwanted messages

Declutter your Messages screen by moving spam messages from contacts to the block box. If you have blocked a contact, that contact's messages will also be in the block box.

On the Messages screen, press and hold a contact (or phone number) and tap **Block contact**.



To block multiple contacts, tap  > **Move to block box**, select the contacts, and tap **Move**.

When the contact sends you messages, you will not see them in the Messages screen or receive notifications and calls. To completely discard future messages from blocked contacts, unselect **Save block message** in the Messages settings.

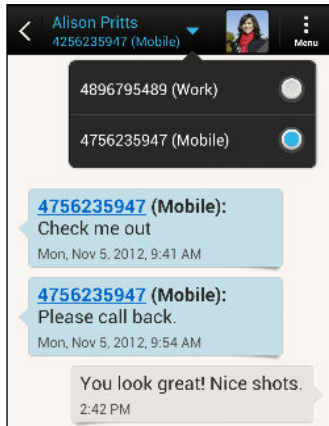
- To read messages in the block box, on the Messages screen, tap ▼ > **Block**.
- To remove messages or contacts from the block box, press and hold the contact (or phone number) and tap **Unblock**.

Replying to a message

1. On the Messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap the box that says **Add text**, and then enter your message.
3. Tap **Send**.

Replying to a contact's other phone number

When a contact has multiple phone numbers stored on HTC Butterfly, you'll see the particular phone number used below the contact's name.



Keep in mind that your response will be sent to the phone number of the latest message you've received from this contact.


1. On the Messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap ▼, and then select another phone number of this contact.
3. Tap the box that says **Add text**, then enter your reply message.
4. Tap **Send**.

Forwarding a message

1. On the Messages screen, tap a contact (or phone number) to view the exchange of messages with that contact.
2. Tap a message, and then tap **Forward**.
3. In the **To** field, fill in one or more recipients.
4. Tap **Send**.

WAP push messages



WAP push messages contain a web link. Often, the link will be to download a file that you have requested from a service provider.

When you receive a WAP push message, a notification icon  is displayed in the status bar.

Opening and reading a new WAP push message

1. Open the Notifications panel, and then tap the push message notification.
2. Tap **Visit website**.

Viewing all your WAP push messages

1. From the Home screen, tap  > **Messages**.
2. Tap  > **Push messages**.




You can only see this option if you've previously received WAP push messages.


Managing message conversations

Locking a message

You can lock a message so that it will not be deleted even if you delete the other messages in the conversation.

1. On the Messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap the message that you want to lock.
3. Tap **Lock message** on the options menu. A lock icon  is displayed.

Copying a text message to your SIM card


1. On the Messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap the message, and then tap **Copy to SIM**. A SIM card icon  is displayed.

Deleting a single message

1. On the Messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap the message that you want to delete.

3. If the message is locked, tap **Unlock message** on the options menu, and then tap the message to display the options menu again.
4. Tap **Delete message**, and then tap **OK**.

Deleting several messages within a conversation

1. On the Messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap  > **Delete messages**.
3. Tap **Delete by selection** or **Delete by phone number** (if the contact used multiple phone numbers throughout the conversation).



In the Messages settings, tap **General** > **Delete old messages** to auto delete old messages per conversation.


Deleting a conversation

1. On the Messages screen, press and hold a contact (or phone number) whose messages you want to delete, and then tap **Delete**.
2. Tap **OK** to delete the entire thread.



Any locked messages in the conversation thread will not be deleted unless you select the **Delete locked messages** option.

Deleting several conversations



1. On the Messages screen, tap  > **Delete threads**.
2. Select the conversation threads you want to delete.
3. Tap **Delete**. Any locked messages will not be deleted.

Backing up your text messages

Keep important text messages by backing them up to the phone storage or storage card. You can easily restore backed up text messages after you've deleted them from your message list.



- When there's a storage card inserted, HTC Butterfly will only back up and restore text messages from the storage card.
- Remove your storage card if you want to use the phone storage for backing up or restoring messages.

1. From the Home screen, tap  > **Messages**.
2. Tap  > **Back up/Restore SMS** > **Back up** > **Back up SMS**.
3. Enter a name for your backup file, and then tap **OK**.

Backing up text messages by email



You need to set up your email account in the Mail app.

1. On the Messages screen, tap > **Back up/Restore SMS**.
2. Tap **Back up** > **Back up SMS via mail**.
The back up file is attached to an email.
3. Enter your email address.
4. Compose your email message, and then tap **Send**.

To restore your text messages to HTC Butterfly, open the email message with the backup file attachment from the Mail app. Tap the attachment to download it first, and then tap it again to open the backup file to import.

Restoring text messages

You can only restore text messages that were exported using the **Back up SMS** feature.

1. From the Home screen, tap > **Messages**.
2. Tap > **Back up/Restore SMS** > **Restore**.
3. Choose how you want to restore the messages, and tap **Next**.
4. Tap the backup file to import.
5. Tap **OK**.

Setting message options

Access and change the settings of the Messages app. You can personalize it by changing the background or the color of the message bubbles or by adding signature to your messages. You can also edit messaging options, and more.

On the Messages screen, tap > **Settings**.

Personalizing the Messages screen

Customize the background of the Messages screen or change the color of the message bubbles.

1. On the Messages screen, tap > **Settings** > **General**.
2. Under Personalize, customize the appearance of the screen:
 - Tap **Background**, and choose between a photo from the Gallery or an HTC stock background.
 - Tap **Colors**, and choose a color scheme for the message bubble.

Search and Web browser

Searching HTC Butterfly and the Web

You can search for information on HTC Butterfly and on the Web by using Google Search. Start your search by entering a keyword or by using Google Voice Search™.




Some apps, such as People or Mail, have their own search function, which you can use to search only within those apps.

Performing searches on the Web and HTC Butterfly

1. From the Home screen, tap **Google**.



If you can't find the Google search bar on your Home screen, tap  > **Google**.


2. In the search box, enter what you want to search for. As you type, matching items on HTC Butterfly and suggestions from Google web search are shown.
3. If what you're searching for is in the list of suggestions, tap the item to open it in its compatible app.

Searching the Web with your voice

Use Google Voice Search to find information on the Web just by speaking to HTC Butterfly.

1. From the Home screen, tap  > **Voice Search**.




If the Google search bar is available on the Home screen, you can also tap .



2. Say what you want to search for. After speaking, matching items from Google web search are shown.
3. If what you're searching for is in the list, tap the item to open it in its compatible app. Otherwise, tap **Retry** to search again.

Setting search options

1. From the Home screen, tap **Google**.



If you can't find the Google search bar on your Home screen, tap  > **Google**.

2. Press  to hide the keyboard, and then tap  > **Settings** to set the following options:
 - **Voice.** Set the Google Voice Search language, speech output, and more.
 - **Phone search.** Select the apps on HTC Butterfly which you want included when doing a search.
 - **Privacy and accounts.** Manage your location history, enable recent web searches to show, or clear your search history.

Getting instant information with Google Now

Do you want to know the weather or your morning commute time before you start your day? Google Now delivers quick and up-to-date information that matters to you—all without the search.

Depending on your location, time of day, and previous Google searches, Google Now displays information cards that include:

- The day's weather and the weather forecast for upcoming days.
- The traffic conditions on your way to work or your commute back home.
- The directions and travel time to your next appointment.
- The next train or bus arriving at your platform or bus stop.
- Your favorite team's score and standings while you enjoy the game.

Setting up Google Now




Before setting up Google Now:

- Make sure that you're signed in to your Google account.
- Turn location services on and make sure that you have an Internet connection.

1. From the Home screen, tap **Google**.



If you can't find the Google search bar on your Home screen, tap  > **Google**.

2. The subsequent screens show examples of Google Now information cards. Tap **Next** until you reach the **Get Google Now!** screen.
3. Tap **Yes, I'm in**. Google Now information cards will start to appear on the Google search screen.


More information cards will appear on the Google search screen as you use HTC Butterfly to search the Web, create appointments, and more.


Changing card settings

You can easily customize the settings of Google Now cards to suit your information needs. For example, you can change your home and work addresses in the Traffic card or choose which time of the day the Weather card appears. You can also keep a card from appearing on the Google search screen.

1. From the Home screen, tap **Google**.




If you can't find the Google search bar on your Home screen, tap  > **Google**.

2. Scroll to the bottom of the screen, and then tap  > **Settings** > **Google Now**.
3. Tap the information card you want to customize.
4. Tap a card setting, and then change it to your preference.



To hide the card, tap the **On/Off** switch next to the card name.


5. Press  to save your changes and return to the previous screen.


Refreshing Google Now

Refresh Google Now to show relevant cards for information that you've just added on HTC Butterfly, like an upcoming appointment in Calendar.

1. From the Home screen, tap **Google**.




If you can't find the Google search bar on your Home screen, tap  > **Google**.


2. Scroll to the bottom of the screen, and then tap  > **Refresh**.

Turning off Google Now


1. From the Home screen, tap **Google**.




If you can't find the Google search bar on your Home screen, tap  > **Google**.

2. Scroll to the bottom of the screen, and then tap  > **Settings** > **Google Now**.
3. Tap the **On/Off** switch next to Google Now.

Browsing the Web

1. From the Home screen, tap  > **Internet**.
2. If the webpage is in fullscreen mode, flick down the screen to quickly show the URL box and other options.




To always show the URL box on the screen, tap  > **Settings** > **General**, and make sure that **Fullscreen** is unselected.


3. Tap the URL box on top of the screen.
4. Enter your search keywords or a webpage address.
5. On the webpage, you can:
 - Tap a link to open it, or press and hold a link to see more options.
 - Tap an email address to send a message to the email address.

Switching to Read mode


Want to read an article or blog without distractions? Read mode removes menus, banners, and backgrounds from a webpage.

While viewing a webpage, tap  (when it's available) to switch to Read mode. You will stay in Read mode even if you browse other pages that are in the website.



To turn Read mode off, tap .

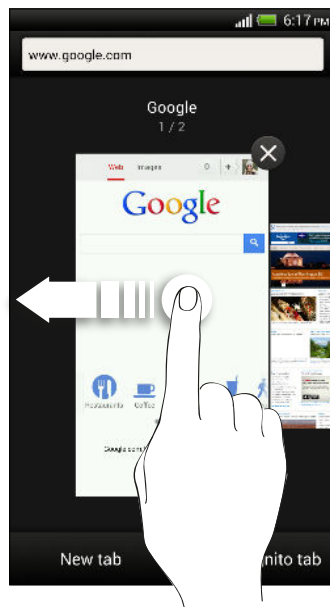
Viewing the full version of a website


While viewing a webpage, tap  > View desktop site.

Opening or switching between browser tabs

Open multiple browser tabs to make it easier for you to switch from one website to another.

1. While viewing a webpage, tap **Tabs**.
2. Do one of the following:
 - To open a new tab, tap **New tab**.
 - To switch to another browser tab, slide your finger until the webpage you want to view appears. Tap a webpage to display it in full screen.



Tap  to close a webpage.

Viewing previously visited pages

You can go back to the pages you've previously visited without opening another tab or going through your history.

While viewing a webpage, tap  > Back or Forward.

Private browsing

You can use incognito tabs to browse the Web with more privacy. Browser cookies are deleted and not shared when you close all incognito tabs. Pages you view in incognito also won't appear in your browser history except for files you download.




From the browser screen, tap **Tabs > New incognito tab**.

Adding and managing your bookmarks


Bookmarking a webpage



Bookmark a webpage in a normal browser screen (not when you're using an incognito tab).

1. While viewing a webpage, tap  > **Add to > Bookmarks**.
2. Edit the bookmark name if needed.
3. Under Account, choose **Local** if you want to save the bookmark on your phone, or choose an account to sync it with.
4. Under Add to, you can choose to save the bookmark to a new folder.
5. Tap  > , and assign a folder name.
6. Tap **Done**.




You can also add a bookmark to the Home screen. While viewing a webpage, tap  > **Add to > Home screen**.



Opening a bookmark

1. While viewing a webpage, tap **Bookmarks**.
2. On the Bookmarks tab, navigate to the bookmark you want to open, and then tap it.



Not seeing your bookmark? Tap  and select **All bookmarks** to display bookmarks stored on HTC Butterfly and those synced with an online account.

Editing a bookmark

1. While viewing a webpage, tap **Bookmarks**.
2. On the Bookmarks tab, tap  > **Edit**.
3. Tap  at the right of the bookmark you want to edit.
4. Enter your changes, and then tap **Done**.

Syncing your bookmarks with Google Chrome

Create bookmarks from your computer's Google Chrome™ browser and sync them on HTC Butterfly. For more information about Google Chrome, visit <http://support.google.com/chrome>.



- Using your Google Chrome desktop browser, you need to sign in to your Google Account and set up Google Chrome sync.
- Be sure that you are logged in to your Google Account every time you save Google Chrome bookmarks on your computer.

1. Slide the Notifications panel open, and then tap > **Accounts & sync**.
2. Tap **Google**.
3. Tap your Google Account.
4. Select the **Internet** option.

Saving web content for later

Save webpages to read later, even without an Internet connection. Some video clips in webpages can also be added to the Watch list so you can quickly find and watch them during your free time.





Only webpages will be stored on HTC Butterfly. You need to connect to the Internet when opening linked pages and video clips.

1. While viewing a webpage, tap > **Add to**.
2. Do one of the following:
 - To save the webpage to your list, tap **Reading list**.
 - Tap **Watch list** if the webpage contains one or more video clips, and then select the videos to add to the Watch list.



Viewing items in your Reading list or Watch list

1. While viewing a webpage, tap **Saved**.
2. On the Saved tab, do any of the following:
 - Under Reading list, tap a thumbnail of the webpage you want to open.
 - Under Watch list, tap a thumbnail of the video clip you want to open.
 - Tap to see more options.


Viewing your browsing history

1. While viewing a webpage, tap  > History.
You can also press and hold .
2. On the History tab, tap a time period to see a list of webpages you've visited.



Clearing your browsing history

1. While viewing a webpage, tap  > History.
2. On the History tab, tap  > Clear all.

Viewing a page that you often visit

1. While viewing a webpage, tap  > History.
2. On the Most visited tab, navigate to the page you want to view, and then tap the page.

Clearing the list of most visited pages

1. While viewing a webpage, tap  > History.
2. On the Most visited tab, tap  > Clear all.

Downloading files and apps

You can download files and apps directly from your favorite websites.




Files and apps downloaded from the Web can be from unknown sources. To protect HTC Butterfly and your personal data, we strongly recommend that you download and open only the files you trust.

1. Open your web browser, then go to the website where you can download the file you want.
2. Do any of the following:
 - Follow the website's download instructions for apps.
 - Press and hold an image or a web link, and then tap **Save link**.


Before you can install the downloaded app, you need to set HTC Butterfly to allow installation of third-party apps in **Settings > Security > Unknown sources**.

Viewing your downloads


1. From the Home screen, tap  > Downloads.
2. Tap the file to open it.

Setting browser options

Customize the web browser to suit your browsing style. Set display, privacy, and security options when using the web browser.

From the browser screen, tap  > **Settings**.

Setting your homepage

1. From the browser screen, tap  > **Settings**.
2. Tap **General** > **Set homepage**.
3. Select the homepage you want to use.

Photos, videos, and music

Gallery


About the Gallery app

Reminisce on good times. Use Gallery to view all your photos and videos that are on HTC Butterfly or your online albums.

You can:

- View photos by event or location.
- Add photo frames and apply effects.
- Trim your videos.
- Share to your social networks, photo sharing sites, and more.
- View your photos and videos on a big screen TV.

Viewing photos and videos

1. From the Home screen, tap  > **Gallery**.
2. Tap the location of your photo or video. If you want to view photos stored on HTC Butterfly, tap **My phone**.
3. Browse to an album or a group of photos.
4. Tap a photo or video to view it in full screen.

Viewing photos and videos by event


View photos and videos based on when they were taken.

1. In Gallery, tap **My phone**.
2. Tap ▼ > **Events**. Photos and videos stored on HTC Butterfly are displayed according to the time they were taken.
3. Tap a photo or video. All the photos and videos taken around that time are displayed.

Viewing photos by location

Using the Map view, you can view photos according to location.

1. In Gallery, tap **My phone**.
2. Tap **Map**.

- Pinch the screen or pan across the map until  (location indicator) appears. The location indicator shows how many photos are taken in that area.



Only photos with geo-tag info appear on the map.

- Tap the location indicator. The photos taken in the same area are displayed.



Want to know where you took a particular photo? While viewing the photo in full screen, tap anywhere on the screen, and then tap **More > Show on map**. (Show on map is available when you've enabled **Geo-tag photos** in Camera.)

Starting a photo slideshow

- In Gallery, tap **My phone**.
- Go to the group of photos that you want to view.
- Tap **Play**.

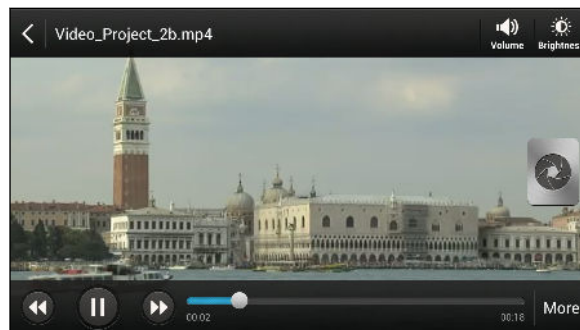
During the slideshow, tap the screen to show the controls. Tap  to set slideshow preferences.

Watching a video

- In the Gallery app's Album or Events view, go to the video that you want to watch.
- Tap the onscreen controls to control the video playback, adjust the volume, capture an image during playback, and more.



Tap **More > Select player** to share the video on your home network.



Taking a photo while watching a video

While you're watching a video in Gallery, tap  to capture a still shot.

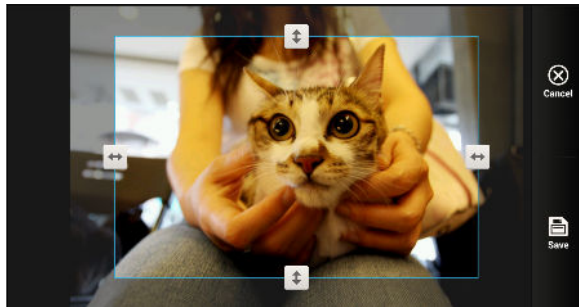
Editing your photos and videos

Rotating a photo

1. In Gallery, tap **My phone**.
2. Browse to the photo that you want to edit.
3. Press and hold the photo, and then tap **Edit** > **Rotate left** or **Rotate right**.

Cropping a photo

1. In Gallery, tap **My phone**.
2. Browse to the photo that you want to edit.
3. Press and hold the photo, and then tap **Edit** > **Crop**. You'll see a crop box around the photo.
4. You can:
 - Drag the crop box over the part of the photo you want to crop.
 - Press and hold the edge of the crop box. When directional arrows appear, drag your finger inward or outward to resize the crop box.



5. Tap **Save**.

The cropped photo is saved as a copy. The original photo remains unedited.

Adding photo effects

1. In Gallery, tap **My phone**.
2. Browse to the photo that you want to edit.
3. Press and hold the photo, and then tap **Edit** > **Effects**.
4. Tap an effect to apply to the photo.
5. Tap **Save**.



The enhanced photo is saved as a copy. The original photo remains unedited.

Adding custom photo effects

Are the existing photo effects not exactly what you are looking for? You can make your own photo effects in Gallery.



You can only add effects to photos that are stored locally.

1. In Gallery, tap **My phone**.
2. Browse to the photo that you want to edit.
3. Press and hold the photo, and then tap **Edit > Effects**.
4. Tap  > **+**.
5. Tap a filter.
6. Drag the slider to get the effect you want.
7. You can do any of the following:
 - Add more than one filter to create a complex effect.
 - Rearrange filters to modify the effect. Press and hold the filter you want to move. Then drag it to a new position.
 - Remove filters. Press and hold the filter you want to remove. Then drag it to **Remove**.
 - Tap  to add a frame to your photo.
8. Tap **Done** to apply the effects to your photo.



To save your custom effects for future use, tap **Save Preset**.

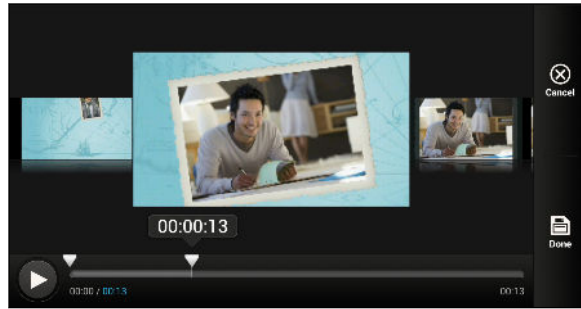
9. Tap **Save**.

Trimming a video

Remove unwanted scenes from a video you recorded on HTC Butterfly.

1. In the Gallery app's Album or Events view, go to the video that you want to edit.
2. Press and hold the video, and then tap **Trim**.

3. Drag the two trim sliders to the part where you want the video to begin and end.



As you drag a slider, you'll see time markers and video frames. The one in the middle is your start or end frame.

4. Tap ► to preview your video.
5. Tap Done.

The trimmed video is saved as a new file. The original video remains unedited.

Organizing your photos and videos

Moving a photo to another album

1. In Gallery, tap **My phone**.
2. Go to the album that has the photo you want to move.
3. Press and hold the photo.
4. Tap **Move to** and choose a destination album.



To copy a photo instead of moving it, press and hold a photo and tap **Copy to**.

Renaming an album

If you have created albums to organize photos, you can rename these albums.

1. In the Gallery app's Albums view, press and hold the album that you want to rename.
2. Tap **Rename**.




Some albums, like Camera shots and All photos, cannot be renamed.

Viewing photos in your social networks

Right in the Gallery app, check what you and your friends have uploaded to your social networks or photo sharing sites.



Log on to your accounts and add them in Gallery before you start viewing online photos.

1. From the Home screen, tap  > **Gallery**.
2. Tap a social network account or photo sharing site.



In social networks, to comment on a photo, press and hold a photo thumbnail and then tap **Add comment**.

Adding an online service

1. On the Gallery main screen, tap  > **Add online service**.
2. Tap the social network or photo sharing service that you want to add.



To remove a service, press and hold the social network or the photo sharing service, and tap **Remove online service**.

Sending your photos and videos

Send photos and videos to your computer or to another device via email, MMS, or Bluetooth.

Sending photos or videos by email


You can send several photos, videos, or both in an email message. They are added as file attachments in your email.


1. From the Home screen, tap  > **Gallery**.
2. Tap **My phone**, and then go to the photo album or group of photos that you want to share.
3. Tap **Share**, and then tap **Gmail** or **Mail**.
4. Select the photos or videos you want to share and then tap **Next**.
5. Compose your message and then tap  (Gmail) or **Send** (Mail).



If you selected **Mail** and you have multiple email accounts, the default email account will be used.


Sending a photo or video by MMS

1. From the Home screen, tap  > **Gallery**.
2. Tap **My phone**, and then go to the photo album or group of photos that you want to share.
3. Tap **Share** > **Messages**.

4. Tap the photo or video you want to send. The photo or video is automatically added into the MMS message.
5. To add another photo or video to your slideshow attachment, tap  and then tap **Picture** or **Video**.
6. Compose your message and then tap **Send**.

Sending photos or videos using Bluetooth

Use Bluetooth to send photos and videos to another device or to your computer.

1. From the Home screen, tap  > **Gallery**.
2. Tap **My phone**, and then go to the photo album or group of photos that you want to share.
3. Tap **Share** > **Bluetooth**.
4. Select the photos or videos you want to share and then tap **Next**.

You'll be asked to turn on Bluetooth and connect to the receiving Bluetooth device so the files can be sent.

Sharing your photos and videos on the Web

Use the Gallery app to share photos and videos straight to your social networks. And you can post videos on YouTube.



You can also share a photo or video right after you've captured it.

Sharing photos or videos on Facebook



Log in to your Facebook account before you upload photos or videos.

1. In Gallery, tap **My phone**.
2. Browse to the group of photos that you want to share.
3. Tap **Share** > **Facebook**.
4. Select the photo or video you want to share.
5. Add a status update, tag friends, indicate your location, or change privacy settings.
6. Tap **Post**.

Sharing photos and videos on Flickr



Log in to your Flickr® account before you upload photos or videos.

1. In Gallery, tap **My phone**.
2. Browse to the group of photos that you want to share.
3. Tap **Share > Flickr for HTC Sense**.
4. Select the photos or videos you want to share and then tap **Next**.
5. Select which album to upload to and set privacy settings for the uploaded photos or videos.



Tap **Add tag and description** to enter a caption on each photo or video or tag friends on your photos. If you're sharing several photos or videos, slide to the left to go to the next one. Remember to tap **Save** after you're done.

6. Tap **Done**.

Sharing photos on Picasa Web Albums



Sign in to your Google Account before you upload photos to Picasa™ Web Albums.


1. In Gallery, tap **My phone**.
2. Browse to the group of photos that you want to share.
3. Tap **Share > Picasa**.
4. Select the photos you want to share and then tap **Next**.
5. Enter a caption for the photos you're uploading.
6. Select the online album where you want to upload the photos, or tap **+** to create a new album.
7. Tap **Upload**.

Sharing videos on YouTube



Sign in to your Google Account before you upload videos to YouTube.

1. In Gallery, tap **My phone**.
2. Browse to the group of photos and videos that you want to share.
3. Tap **Share > YouTube**.
4. Select the videos you want to share and then tap **Next**.

5. Tap the Google Account that you want to use, and select which data connection to use to upload the videos.
6. Enter a title and description for the videos you're uploading.
7. Select a privacy option for the videos or tag them for easy searching.
8. Tap .

Music


About the Music app

The Music app is a central hub for your favorite music whether it is on HTC Butterfly or streamed through a music service.


You can:

- Browse music by artists, albums, playlists, or folders.
- Quickly access recently played tracks on the main screen.
- Add shortcuts to music services or music apps installed in HTC Butterfly.
- Learn more about a song's lyrics and the artist.

Browsing music

1. From the Home screen, tap  > Music.
2. You can:
 - Browse music stored on HTC Butterfly. Tap **My phone** > ▼, and choose if you want to browse by artists, album, or others.
 - Tap a music service to find songs or radio stations.




On the Music main screen, you can add shortcuts to other music services or music apps installed in HTC Butterfly. Tap  > **Add app shortcut**, then choose an app.

Making your music sound better

When you plug in your headset or connect HTC Butterfly to an external speaker, HTC Butterfly automatically turns on the Beats Audio profile to give you an enhanced sound experience. Songs and videos played through apps such as Music, Gallery, or others sound richer and more authentic.



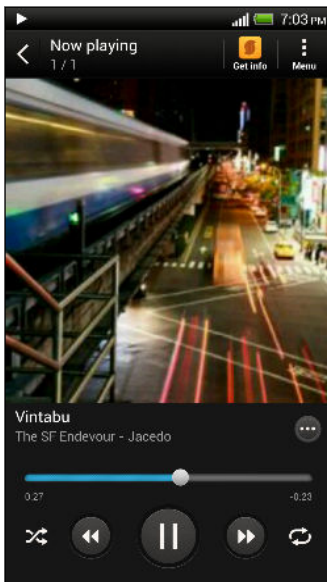
Beats by Dr. Dre branded headphones are not required to use the Beats Audio profile. But, we recommend using them as they have a component that further enhances the audio quality when paired with HTC Butterfly.





To turn the Beats Audio profile on or off, slide the Notifications panel open, tap , and then tap the Beats Audio **On/Off** switch.

Listening to music


Enjoy your favorite songs on HTC Butterfly using the Music app.

1. While browsing your music collection, tap a song to play it.
2. Tap the onscreen icons to control music playback, repeat songs, and more.




-  Press and drag your finger across the progress bar to jump to any part of the song.
-  Show options for adding the song to a playlist, sharing the song, and more.
-  Turn shuffle on or off. (Shuffle is off when button is gray.)
-  Cycle through the repeat modes: repeat all songs, repeat current song, and don't repeat.

Finding music videos on YouTube

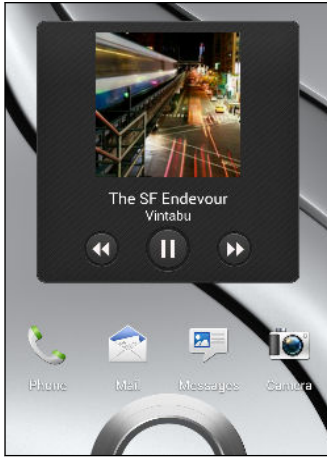
It's easy to find music videos of the song you're listening to on YouTube. On the Now playing screen, tap  > **Search** > **YouTube**.

Updating album covers

1. On the Now playing screen, tap  > **Update album art**.
2. Choose whether to automatically or manually update all album covers or update just the current song on the Now playing screen.

Playing music from the Lock screen



When you're listening to music and the screen turns off, press POWER to turn the screen back on and control the music playback directly on the Lock screen.



You can also control music playback right from the Notifications panel.


Creating a playlist

Personalize your music experience by creating music playlists. Make a playlist containing just your favorite songs or create one to match your mood for the day. You can make as many playlists as you like.


1. From the Home screen, tap  > **Music** > **My phone**.
2. Start playing a song that you want to add to a new playlist.
3. Tap  > **Add to playlist**.





If there are no existing playlists, you will be prompted to enter a new playlist name.

4. On the Select playlist screen, tap .
5. Enter a playlist name.
6. Tap **Save**.



You can also add additional songs while creating a new playlist. Tap  > **Add songs** to add more songs.




Playing the songs in a playlist




1. From the Home screen, tap  > **Music** > **My phone**.
2. Tap  > **Playlists**.
3. Tap a playlist, and then tap the song you want to play first.

When you tap a song in the list to play it, the Now playing screen is updated with the songs from your playlist.

Managing playlists




After creating a playlist, you can add more songs to it, rearrange their order, and more.

1. From the Home screen, tap  > **Music** > **My phone**.
2. Tap  > **Playlists**, and then tap the playlist you want to edit.
3. Tap  > **Edit playlist**.

Add songs	<ol style="list-style-type: none"> 1. Tap  > Add songs. 2. Tap  to choose a category, and then browse for songs. 3. Select the songs you want to add to the playlist, and then tap Add.
Rearrange songs	Press and hold  next to the song title you want to move, and then drag it to its new position.
Delete songs	Select the songs you want to remove from the playlist.
Change playlist name	Type the new name of the playlist in the title text box.

4. Tap **Save**.

Deleting playlists


1. From the Home screen, tap  > **Music** > **My phone**.
2. Tap  > **Playlists**.
3. You can:
 - Press and hold the playlist you want to delete, and then tap **Delete playlist**.
 - Tap  > **Delete playlists** to remove several playlists.

Adding a song to the queue

While playing a song, you can also browse other tracks stored on HTC Butterfly. Add a song or an album to the queue so it plays when the current playlist has finished playing.



1. While a song is playing, browse for other tracks.
2. When you find the album, playlist, artist, or folder that you like, press and hold it, and tap **Add to queue**.



To add a single track, browse for the song, and then tap  > **Add to queue**.



Setting a song as a ringtone

Pick a song from your Music library and set it as your ringtone or as ringtone for a favorite contact.

1. From the Home screen, tap  > **Music** > **My phone**.
2. Find the song that you want to set as a ringtone.
3. Tap  > **Set as ringtone**.
4. Tap **Phone ringtone** or **Contact ringtone**. If you select **Contact ringtone**, choose the contacts you want to associate the ringtone with.

Trimming an MP3 ringtone


Use the Music app's ringtone trimmer if you want to set only a part of the song as ringtone.

1. When you find the song that you want, tap  > **Set as ringtone** > **Trim the ringtone**.
2. Drag the trim sliders  to the part where you want the ringtone to begin and end.

For a more precise trimming, tap the left or right arrow buttons. Time markers indicate where you are on the song.



3. When you're done trimming, tap **Set as**.
4. Choose whether to set your trimmed song as your **Phone ringtone** or **Contact ringtone**.



You can see your new ringtone in the phone settings. Slide the Notifications panel open, and then tap  > **Sound** > **Phone ringtone**.

Sharing music using Bluetooth

Choose a song from the Music app's library and use Bluetooth to send it to another device or your computer.

1. From the Home screen, tap  > **Music** > **My phone**.
2. Find the song you want to send.
3. Tap  > **Share** > **Share file** > **Bluetooth**.

You'll be asked to turn on Bluetooth on HTC Butterfly and connect to the receiving Bluetooth device so the music can be sent.

Don't know what song they're playing?

SoundHound can find info about the song you're listening to.




1. On the Music main screen, tap **SoundHound**.
2. Sing or play a few lines of the song.

You can look up the lyrics, learn about the artist's tour dates, and more.




Movie Editor

Creating a new slideshow with Movie Editor

Want a novel way to share your photos and videos? Movie Editor lets you make short theme-based slideshow movies complete with transitions and background music.

1. From the Home screen, tap  > **Movie Editor**.
2. Tap , and then enter a title for your slideshow.
3. Tap **Select a theme**. Themes include slide transitions, the default theme music, and motion background.
4. Tap the theme you want, and then tap **Done**.
5. Tap , select the photos and videos from Gallery, and then tap **Next**.
6. Edit your slideshow:

Insert items between existing photos and videos	Tap an existing photo or video, and then tap Insert . Select the items to add, and then tap Next . New items are inserted before the item you tapped.
Trim a video	Tap an existing video, and then tap Trim . Drag the two trim sliders to the part where you want the video to begin and end, and then tap Done .
Reorder photos and videos	Press and hold a photo or video and drag it to a new position.
Remove photos and videos	Tap the photo or video you want to remove, and then tap Remove .

Change the theme	Tap the theme name to choose another theme.
Preview the slideshow	Tap  to start viewing your slideshow.
Change the soundtrack	<p>Tap  >  > Choose music track, then and pick a song stored on your phone.</p> <p>If you have videos in your slideshow, you can balance the volume levels of the audio in the videos with the soundtrack. Simply drag the volume slider to the level you want.</p>



Movie Editor automatically saves your movies so you don't have to worry about losing any changes you make.

7. Tap **Save**, and then choose a resolution.

You can share the slideshow from Gallery. Browse for the slideshow, and then tap **Share**.

Wireless display

Sharing on a big screen

Share what you're viewing on HTC Butterfly onto a big screen TV.

- If you have a home theater system that's DLNA® compliant, you can share your photos, videos, movies, and music from HTC Butterfly to your TV through your home Wi-Fi network.
- Don't have a DLNA setup at home? Don't worry. Just purchase the HTC Media Link HD and hook it up to your HDMI TV. You can then wirelessly share what you're viewing or listening on HTC Butterfly to your TV.

About HTC Media Link HD

You can plug in HTC Media Link HD to any TV with HDMI port, and use it to display content wirelessly to your TV.



HTC Media Link HD is sold separately.

Easy to set up and use

With just a three-finger swipe, connect HTC Butterfly to HTC Media Link HD and share on the big screen.

Multitask with dual-screen display

HTC Media Link HD gives you dual-screen display when you're:

- Viewing a photo or video in Gallery
- Playing music in the HTC Music app
- Watching a trailer, purchased movie, or rented show in HTC Watch

While you're playing media on the big screen, you can multitask and do other things such as take calls, browse the Web, or send email on HTC Butterfly.

Turns your TV into a digital photo frame

Use the TV screen saver feature to store up to 30 photos from HTC Butterfly on HTC Media Link HD, and display them as a slideshow on your TV.

To find out more about setting up HTC Media Link HD and using it with HTC Butterfly, refer to the HTC Media Link HD user guide.

Sharing your media on DLNA devices



If you'll be using a DLNA compliant TV or audio system, refer to its documentation on how to connect it to your home network.

1. Connect HTC Butterfly to your home network via Wi-Fi.
2. Open the Gallery, HTC Watch, or Music app.
3. Locate the media stored on HTC Butterfly that you want to share, and then tap it.

4. Do one of the following:

While viewing photos or videos in Gallery	Tap the screen to show the controls, and then tap More > Select player .
While playing music in Music	Tap ⋮ > Select player .
While playing a movie in HTC Watch	Tap the screen to show the controls, and then tap More > Select player .

5. Choose the device on your network where you want to play the media.
6. Once connected to the other device, tap the onscreen controls to control playback, adjust the volume, and more.



For more information about DLNA, visit www.dlna.org.

Storage

Types of storage

Want to know what types of storage you can use for your apps, data, and files?

HTC Butterfly has these storage types:

Phone storage	<p>This storage combines both the internal storage, where apps, email, data, and text messages are stored, and the file storage, where photos, videos, and music files are kept.</p> <p>When you are running out of phone storage, you can free up space by uninstalling apps, changing download settings, or moving files to your storage card, your computer, or an online storage service.</p>
Storage card	<p>Use a storage card for storing more files. You can also set apps such as Camera to store directly to the card.</p>
USB storage	<p>When you plug in an external USB storage device (such as a USB flash drive or an SD card reader), you can view photos and videos stored on the device right from Gallery and play songs stored on the device in Music. You can also open PDFs and edit Office documents.</p> <p>You need a USB On-The-Go micro cable adapter to connect HTC Butterfly and a USB storage device. HTC Butterfly supports USB storage devices (except portable hard drives) up to 64 GB.</p>
Online storage	<p>If you're using an online storage account that's accessible from HTC Butterfly, you can store your files to your online storage.</p>

Copying files to or from HTC Butterfly

You can copy your music, photos, and other files to HTC Butterfly.

1. Connect HTC Butterfly to the computer using the supplied USB cable. You'll see options for viewing or importing files on the computer screen.
2. Choose to view files.
3. Copy the files from your computer to HTC Butterfly, or vice versa.
4. After copying the files, disconnect HTC Butterfly from the computer.

Making more storage space

As you use HTC Butterfly, you will accumulate data and fill its storage capacity over time. Here are some tips on how to increase storage space.

Store files in Dropbox

Photos, email attachments, and other documents can be stored in Dropbox and accessed anywhere you are. You can set the Camera app to automatically upload photos to Dropbox.

Manage photos and videos

- Set the Camera app to automatically upload to a photo-sharing site or online storage. When you reach the storage limit, just delete all your photos. You can retrieve them from the photo-sharing site or online storage when needed.
- After taking continuous camera shots, keep only the best shot and discard the rest.
- After editing a photo or trimming a video, the original file is kept. You can delete original files or move them to online storage or to your computer.
- If you are not printing large photos or are only sending videos through MMS, use a lower resolution. High-resolution media takes up more space. In Camera settings, tap **Aspect and Resolution** for photos or tap **Video Quality** for videos.

Back up apps data

Keep only the most recent data from apps on HTC Butterfly. You can back up calendars, contacts, and bookmarks or export text messages, and personal dictionaries. For details, see [Backing up files, data, and settings](#) on page 98.

Run the storage wizard

For general clean-up purposes, use the storage wizard to uninstall apps, change download settings for email and text messages, and delete apps data and other files.

Disable some apps


Apps, even if not used often, may be running in the background and downloading data into the phone storage. If the app cannot be removed, you can disable it. In Settings, tap **Apps > All**, and select the app that you want to disable. Tap **Disable**.

Freeing up phone storage space with the storage wizard

Easily free up space in the phone storage by cleaning the application cache, uninstalling apps, and changing Mail and Messages settings so that only the most recent data are kept.



You cannot uninstall some preinstalled apps.


1. Slide the Notifications panel open, and then tap .
2. Tap **Storage**, and under Phone storage tap **Make more space**.
3. Follow the instructions on the screen.

Encrypting data on HTC Butterfly

You can encrypt data such as your online accounts, settings, music files and other media. After encryption, you will need to enter the screen lock PIN or password to turn on your phone and access the data.



- Set a lock screen PIN or password before encrypting your data.
- Fully charge the battery and keep HTC Butterfly connected to the power adapter during encryption. The encryption process takes about an hour.
- You cannot undo encryption. If you want to return to an unencrypted phone, you must perform a factory reset.

1. Slide the Notifications panel open, and then tap .
2. Tap **Storage**.
3. Select the encryption option for the type of storage you want to encrypt.
4. Tap **Encrypt**.
5. Enter the lock screen PIN or password.
6. Tap **Next**.
7. Tap **Encrypt**.

Encryption starts and the progress is displayed. The phone may restart a few times.

When the encryption process is complete, enter your PIN or password.



Sync, backup, and reset

Sync

Syncing HTC Butterfly with your online accounts



You can sync contacts, calendars, and other information from your social networks, email accounts, and online services on HTC Butterfly. Depending on the account type, signing in to your online accounts lets you sync updates between HTC Butterfly and the Web.

Adding your social networks, email accounts, and more

1. Slide the Notifications panel open, and then tap  > **Accounts & sync**.
2. Tap .
3. Tap the account type you want to add.
4. Follow the onscreen instructions to enter your account information.

Adding one or more Google Accounts

Sign in to your Google Account to see your Gmail, contacts, and calendars, and to use Google apps on HTC Butterfly. If you add more than one Google Account, you can switch between accounts in apps such as Gmail and choose which account to back up your settings to.

1. Slide the Notifications panel open, and then tap  > **Accounts & sync**.
2. Tap .
3. Tap **Google**.
4. Follow the onscreen instructions to sign in to an account or create a new account.


Forgot your Google Account password?

If you have forgotten your Google Account password, you can try to recover it by going to the Google website.



1. On HTC Butterfly or on your computer, open your web browser
2. Go to www.google.com/accounts/recovery.
3. Select the option for retrieving your password, and then enter the email address or username that you use to sign in to your Google Account.
4. Click **Continue**.
5. Follow the instructions on the screen to reset your password.

Managing your online accounts

Syncing all your accounts automatically

1. Slide the Notifications panel open, and then tap  > **Accounts & sync**.
2. Tap the Auto sync **On/Off** switch to turn automatic sync on or off.


Syncing an account manually

1. Slide the Notifications panel open, and then tap  > **Accounts & sync**.
2. Tap an account type. If multiple accounts are supported (such as for Exchange ActiveSync), tap the account you want to sync.
3. Tap  > **Sync now**.





If you've disabled auto-sync, you can choose to manually update specific account items. Just tap an item from the list.

Changing sync settings for an account

1. Slide the Notifications panel open, and then tap  > **Accounts & sync**.
2. Tap an account type. If multiple accounts are supported (such as for Exchange ActiveSync), tap the account you want to change.
3. Tap the sync setting you want to change.

Removing an account

You can remove an account to delete all information associated with it from HTC Butterfly. Removing an account does not delete information from the online service itself.

1. Slide the Notifications panel open, and then tap  > **Accounts & sync**.
2. Tap an account type. If multiple accounts are supported (such as for Exchange ActiveSync), tap the account you want to remove.
3. Tap  > **Remove**.

Backup

Backing up files, data, and settings

Worried that you might lose important stuff on HTC Butterfly?

Back up files, data, and settings before you do the following:


- Erase file storage content
- Factory reset HTC Butterfly
- Upgrade to a new phone

Here are some backup options:

Files	<ul style="list-style-type: none"> ▪ Use HTC Sync Manager to move photos/videos, documents, and music from HTC Butterfly to your computer. ▪ Manually copy and paste files by connecting HTC Butterfly to your computer as a disk drive. ▪ Upload files to online storage and services.
Data	<ul style="list-style-type: none"> ▪ Use HTC Sync Manager to back up contacts, calendars, and bookmarks from HTC Butterfly to your computer. ▪ Export data from apps such as Messages and People so you can copy it from the storage on the phone. ▪ Save contacts and other personal data to online services.
Settings	Use your Google Account to back up your customized settings.

Backing up settings to Google

You can choose to automatically back up some settings such as Wi-Fi and bookmarks to Google servers using your Google Account so you can restore them when needed.

1. Slide the Notifications panel open, and then tap .
2. Tap **Backup & reset**, and then select the **Back up my settings** option.
3. Tap **Backup account**.
4. Choose the Google account you want to use.

Reset

Restarting HTC Butterfly (Soft reset)

If HTC Butterfly is running slower than normal, is unresponsive, or has an app that is not performing properly, try rebooting and see if that helps solve the problem.

1. If the display is off, press the POWER button to turn it back on.
2. Unlock the display.
3. Press and hold the POWER button, and then tap **Restart**.
4. When asked to confirm, tap **Restart**.

HTC Butterfly not responding?

If HTC Butterfly does not respond when you touch the screen or press the buttons, you can still restart it.

Press and hold the POWER button for at least 10 seconds. HTC Butterfly then restarts.


Resetting HTC Butterfly (Hard reset)

If you're passing HTC Butterfly on to someone else or HTC Butterfly has a persistent problem that cannot be solved, you can perform a factory reset (also called a hard reset or master reset).



Factory reset will permanently remove everything that's in the phone storage, which include your media files, data, and customized settings, as well as apps you've downloaded and installed. Be sure to back up any data and files you want to keep before you do a factory reset.

Performing a factory reset from settings

1. Slide the Notifications panel open, and then tap .
2. Tap **Backup & reset**.
3. Tap **Reset phone**.
4. On the Reset phone screen, tap **Reset phone**.
5. If you want to permanently delete media and other data on HTC Butterfly, tap **OK**.

Performing a factory reset using hardware buttons

If you can't turn HTC Butterfly on or access settings, you can still perform a factory reset by using the hardware buttons on HTC Butterfly.

1. Press and hold the VOLUME DOWN button, and then press and hold the POWER button.
2. Wait for the screen with the three Android images to appear, and then release the POWER and VOLUME DOWN buttons.
3. Press VOLUME DOWN to select **FACTORY RESET**, and then press the POWER button.

HTC Sync Manager

Syncing your media and data with HTC Sync Manager

With HTC Sync Manager, enjoy the same rich media whether you're at your computer or on the move. Use it also to store your same contacts, important documents, and other data on both HTC Butterfly and your computer.

HTC Sync Manager is the replacement for HTC Sync, and it provides a lot more features. You can:

- Manage your library of music, photos, and videos on your computer.
- Play music and videos using the built-in player. You can also play iTunes® and Windows Media® Player playlists.
- Sync photos, videos, music, and playlists between HTC Butterfly and your computer.
- Sync information such as contacts, calendar, documents, and web bookmarks between HTC Butterfly and your computer.

What file formats are supported by HTC Sync Manager?

Video formats and codecs	<ul style="list-style-type: none"> ▪ 3GP and 3G2 (3rd Generation Partnership Project) ▪ MP4 (MPEG-4) ▪ WMV (Windows Media Video)
Audio formats and codecs	<ul style="list-style-type: none"> ▪ FLAC (Free Lossless Audio Codec) ▪ AAC and M4A (High Efficiency AAC v1 and v2) ▪ MP3 (MPEG-1 Audio Layer 3) ▪ WAV (Resource Interchange File Format) ▪ WMA (Windows Media Audio)
Image formats	<ul style="list-style-type: none"> ▪ BMP ▪ GIF ▪ JPEG and JPG ▪ PNG



WMA and WMV formats are only supported in Windows.

Installing on a Windows computer





- For trouble-free installation, first quit all running programs and temporarily exit from your anti-virus program before you start installing HTC Sync Manager.
- You need to have administrator rights if you're installing HTC Sync Manager on Windows Vista® or later versions.

1. Download the HTC Sync Manager installer from www.htc.com/help.
2. Launch the installer and follow the onscreen instructions.
3. Connect HTC Butterfly to your computer using the supplied USB cable. HTC Sync Manager opens.

The HTC Sync Manager main screen

From the main screen, you can see your media libraries and play your media. You can also sync with HTC Butterfly when it's connected.

- Click **Music** or **Gallery** to switch between these two libraries or set up sync settings for HTC Butterfly and computer. While you're in one of these libraries, click  to return to the previous screen.
- Play a music track or video. Use the controls at the bottom center of the screen to control the playback.
- Click **More** to set up contacts, calendar, and other sync settings for HTC Butterfly and your computer.
- Click  to change settings, check for software updates, and more.

Importing media to HTC Sync Manager


You can collate all your music, photos, and videos in HTC Sync Manager and use the built-in player to enjoy them.

- Click **Music** > **LIBRARY**, and then drag a folder (or any music file in the folder) to HTC Sync Manager .
- Click **Gallery** > **ALBUMS**, and then drag a folder (or any photo or video in the folder) to HTC Sync Manager.

Whether you drag a folder or a file, the whole folder will be added as an album in HTC Sync Manager. The folder path will also be added to the list of watched folders in Settings.

Whenever there are new media found in the watched folders, they will be imported to HTC Sync Manager automatically.




To import, you can also click  > **Settings** and add the folders that contain the media that you want. After adding, click **OK**.

Importing music, videos, and playlists from other applications

If you have Windows Media Player or iTunes installed on your computer, songs, playlists, and videos from these applications are automatically imported to HTC Sync Manager. You can also manually import them.



You need Windows Media Player 11 or later or iTunes 8.0 or later installed on your computer.


1. Click  > **Settings**.
2. In the Music library settings:
 - Click **Import** to choose the media applications on your computer that you want to import music from.
 - Click **Import playlists** to get playlists from other media applications.
3. Click **OK**.

Playing music in HTC Sync Manager

Are you a music junkie with a big collection of digital music on your computer? Manage your music library and enjoy listening to your favorite songs from HTC Sync Manager.

1. In HTC Sync Manager, click **Music**.
2. To browse for your songs and albums, click **LIBRARY** > ▼, and then choose to browse by album, genre, artist, or song.
3. Double-click an album to open it, or double-click a song to play it.
4. Use the playback controls at the bottom of the screen to pause, resume playback, repeat songs, and more.



At the bottom-left side of the screen, drag the progress bar slider  to jump to any part of the song.

Creating a playlist in HTC Sync Manager

1. From the Music library, click an album or song that you want to add to a new playlist.
2. Click **+** > **New playlist**.
3. Enter a playlist name, and then click **OK**.
4. To add more songs to the playlist, hold down the CTRL key while clicking one or more albums or music tracks, click **+**, and then select the playlist name.
5. When you're done adding songs, click **PLAYLISTS**. Double-click the playlist thumbnail and double-click a song to start playing.

Viewing photos and videos in HTC Sync Manager


Browse through and view your computer's photos and videos that you've imported to the HTC Sync Manager Gallery.





1. In HTC Sync Manager, click **Gallery**.
2. Click **ALBUMS**, and then double-click an album to open it.
3. Click **▼** next to **Sort by** and choose how you want to arrange your photos and videos.
4. Double-click a photo or video to see a larger view.

Editing your photos

You can do basic photo edits such as cropping and rotating.

1. On the ALBUMS screen, open the album that contains the photos you want to edit.
2. Hold down the CTRL key while clicking each photo you want to edit.


3. Click . A screen then opens, showing a thumbnail strip of all your selected photos.
4. On the thumbnail strip, click the first photo, and then choose what you want to do with the photo.

See photo information	Click  to see information such as resolution, file format, and more.
Rotate	Click  or  .
Crop	<ol style="list-style-type: none"> 1. Click , and then resize or drag the crop box to the part of the photo you want to crop. You can also click Custom, and then select a preset photo size. 2. Click Apply.

5. Move to the next photo. You'll be asked to save your changes to the current photo.
6. Click **OK** to save and edit the next photo.

Deleting an album from HTC Sync Manager

To delete an album on HTC Sync Manager, you must remove its folder path from Settings. Do not remove an album from the Music or Gallery screen because this will delete the folder from your computer.


1. Click  > **Settings**.
2. Click the folder that you want to delete, and then click **Remove**.

Syncing music with the computer

You can set up HTC Sync Manager to sync music files and playlists between HTC Butterfly and your computer.

1. Connect HTC Butterfly to your computer.
2. In HTC Sync Manager, click **Music** > **SYNC SETTINGS**.
3. Select **Sync Music**.
4. You can choose to:


Import new music from device	Import new music found on HTC Butterfly to HTC Sync Manager.
Sync music to device	Sync music from your computer to HTC Butterfly. Choose to sync All music or only Selected playlists .

5. If there are conflicting playlists on HTC Butterfly and your computer, choose which playlist to keep.
6. After you've finished setting up the other items to sync in HTC Sync Manager, click  to sync them all at the same time.


Syncing photos and videos with the computer

1. Connect HTC Butterfly to your computer.
2. In HTC Sync Manager, click **Gallery** > **SYNC SETTINGS**.
3. Select **Sync Gallery**.
4. You can choose to:

Import new photos and videos from device	Import new photos and videos from HTC Butterfly to HTC Sync Manager.
Sync albums to device	Sync Gallery albums from HTC Sync Manager to HTC Butterfly. Choose to sync All albums or only Selected albums .

5. After you've finished setting up the other items to sync in HTC Sync Manager, click  to sync them all at the same time.

Syncing documents with the computer

1. Connect HTC Butterfly to your computer.
2. In HTC Sync Manager, click **More**.
3. Select **Document**, and then click **Settings**.
4. Click **Add**, and then choose the folder that contains the documents you want to sync with HTC Butterfly. You can add several folders.
5. After you've finished setting up the other items to sync in HTC Sync Manager, click  to sync them all at the same time.


Syncing your contacts with the computer

Set up HTC Sync Manager to sync HTC Butterfly with your Outlook, Outlook Express, or Windows Contacts.

You can sync HTC Butterfly with the following Outlook versions: Outlook 2003, Outlook 2007, and Outlook 2010.



To sync SIM card contacts with your computer, you have to import them first into the People app and save them under the Phone account on HTC Butterfly.

1. Connect HTC Butterfly to your computer.
2. In HTC Sync Manager, click **More**.
3. Select **People**, and then click **Settings**.
4. Choose the application you want to sync your contacts from.
5. If there is conflicting data on HTC Butterfly and your computer, choose which contact data you want to keep.
6. After you've finished setting up the other items to sync in HTC Sync Manager, click  to sync them all at the same time.




Only the contact fields that are in the People app of HTC Butterfly will be synced.

Syncing your calendar events

Set up HTC Sync Manager to sync HTC Butterfly with your Outlook Calendar or Windows Calendar on your computer.

You can sync HTC Butterfly with the following Outlook versions: Outlook 2003, Outlook 2007, and Outlook 2010.

1. Connect HTC Butterfly to your computer.
2. In HTC Sync Manager, click **More**.
3. Select **Calendar**, and then click **Settings**.
4. Choose the application you want to sync calendar events from.
5. Choose from when you want to start syncing calendar events.
6. If there are conflicting appointments on HTC Butterfly and your computer, choose which data you want to keep.
7. After you've finished setting up the other items to sync in HTC Sync Manager, click  to sync them all at the same time.




Only the data fields that are in HTC Butterfly Calendar will be synced.

Syncing your web bookmarks with the computer



- If syncing with bookmarks on Firefox® version 3.0 or later, close the browser first before syncing.
- If there are conflicting bookmarks on HTC Butterfly and your computer, HTC Sync Manager keeps the information from your computer.

1. Connect HTC Butterfly to your computer.
2. In HTC Sync Manager, click **More**.
3. Select **Bookmark**, and then click **Settings**.
4. Choose the web browser that you want to sync with HTC Butterfly.
5. After you've finished setting up the other items to sync in HTC Sync Manager, click  to sync them all at the same time.

When you sync bookmarks for the first time, a favorites folder named HTC bookmarks will be created on your computer's web browser. This folder contains the bookmarks from HTC Butterfly.

If you have bookmarks on your computer that you want to sync with HTC Butterfly, make sure to save them in the HTC bookmarks folder.

Quickly transferring media from HTC Sync Manager to HTC Butterfly

You can quickly transfer a song or a photo from HTC Sync Manager to HTC Butterfly without having to sync the other items.



Make sure that HTC Butterfly is connected to your computer.

1. Browse for the song or photo that you want to transfer to HTC Butterfly.
2. Click the song or photo. You can also transfer a playlist or an album.
3. Click **Send to phone**.

People

About the People app

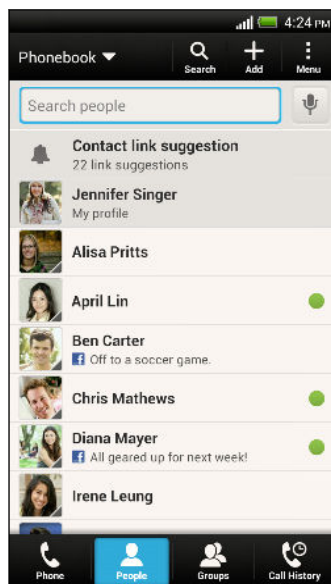
With the People app, easily manage your communications with your contacts via phone, messaging, email, and social networks.

And, if you have the same contacts from different sources, you can merge their contact information so you won't have duplicate entries.

To open People, from the Home screen, tap  > People.

Your contacts list

The People app lists all contacts stored locally and from the online accounts you're logged in to.




You can:


- View your profile and edit your contact information.
- Create, edit, or find contacts.
- See status updates.
- Tap a name to see that contact's stored information.
- See a notification icon when a contact has sent you new messages.
- Get notified when it's the contact's birthday.
- Check out who's online in Google Talk™. Online status icons are displayed if you're signed in to Google Talk.

Filtering your contacts list

Choose which account contacts to show.


1. On the People tab, tap ▼ on the top bar.
2. Choose the online accounts that contain the contacts you want to display.
3. Press .



To set your contact sorting options, tap  > Settings.


Setting contact search options

In addition to searching contacts by name, you can also search by other criteria such as by their group name or company.

1. On the People tab, tap  > **Settings**.
2. Tap **Search contacts by**, and then choose the types of criteria to search for.




Setting up your profile

Store your personal contact information to easily send it to other people.

1. On the People tab, tap **My profile**.
2. Tap **Edit my contact card**.
3. Enter or edit your name and contact details.
4. Tap  (or the current photo) to change your contact photo.
5. Tap **Save**.

What you can see on your profile


When you tap **My profile**, you'll see the following tabs:

	Details Shows your contact details. You'll also see your most recent posts in social networks (if you're signed in to social networks.) You can also edit your profile or share it with others.
	Updates Shows the updates that you've posted in your social networks.
	Gallery Shows your social network albums and photos.

Adding a new contact

1. On the People tab, tap **+**.
2. Tap the **Name** field, and then enter the contact name.



Tap  if you want to separately enter the contact's first, middle, and last name. Depending on the contact type, you may also be able to add a name suffix (such as Ph.D).

3. Select the Contact type. This determines which account the contact will sync with.



Some fields may not be available when you're adding contacts to your SIM card.

4. Enter the contact information in the fields provided.
5. Tap **Save**.

Finding people you know on social networks

HTC Butterfly automatically searches for your phone contacts on different social networks you're signed into. Based on matching email addresses and contact details, you can send requests to your contacts to join your social network.

1. On the People tab, tap > **Settings** > **Find people you know on**.
2. Select one or more social networks, and then tap **Done**.



To manually refresh the list of people suggestions, tap > **Manage contacts** > **Linked contacts**. On the Notifications tab, tap > **Refresh**.

Sending social network requests to your contacts

1. Tap the People you know notification (when it's available on the People tab).
2. Choose the people to follow or send friend requests using the social networks you're signed into.

Importing or copying contacts


Importing contacts from your SIM card

1. On the People tab, tap > **Manage contacts**.
2. Tap **Import/Export contacts** > **Import from SIM card**.
3. If you have a Google or Exchange ActiveSync account, tap the type for the imported contacts.
4. Select the contacts you want to import.
5. Tap **Save**.

Importing a contact from an Exchange ActiveSync account

1. On the People tab, enter the contact's name or email address in the search box.
2. Tap **Search contacts in your Company Directory**.
3. Tap the name of the contact you want copied to HTC Butterfly.
4. Tap to import the contact.

Copying contacts from one account to another

1. On the People tab, tap  > **Manage contacts**.
2. Tap **Copy contacts**, and then choose a contact type or online account to copy from.



Contacts from your social network accounts may not be copied.

3. Select a contact type or account you want to save to.

Merging contact information


Avoid duplicate entries by merging contact information from different sources, such as your social network accounts, into one contact.

Accepting contact link suggestions



When HTC Butterfly finds contacts that can be merged, you'll see a link notification when you open the People app.

1. On the People tab, tap the Link suggestion notification when available. You'll see a list of suggested contacts to merge.
2. Choose the contacts you want to merge.





If you don't want to receive contact link suggestions, on the People tab, tap  > **Settings**. Clear the **Suggest contact link** option.

Manually merging contact information

1. On the People tab, tap the name of the contact (not the icon or photo) you want to link.
2. Tap .
3. You can:
 - Under **Suggest links**, tap  to link the contact to an account.
 - Under **Add contact**, tap one of the options to link to another contact.





Breaking the link

1. On the People tab, tap the name of the contact (not the icon or photo) whose link you want to break.
2. Tap .
3. Under the **Linked contacts** section, tap  beside an account to break the link.

Contact information and conversations

When you tap a contact on the People screen, the contact details screen opens.

The contact details screen has the following tabs:

	<p>Details</p> <p>Shows the information you've stored for the contact. Get in touch with the contact by tapping an option.</p>
	<p>Thread</p> <p>Shows SMS messages and emails you've received from the contact. It also lists all your incoming, outgoing, and missed calls to and from the contact.</p>
	<p>Updates</p> <p>Shows the contact's updates and events from social network accounts.</p> <p>If you see a notification of the contact's birthday under the Events section, you can tap the notification and choose how you want to greet your contact.</p>
	<p>Gallery</p> <p>Shows the linked contact's albums and photos.</p>


Editing a contact's information



Social network contacts cannot be edited.

1. On the People tab, press and hold the contact, and then tap **Edit contact**.
2. Enter the new information.
3. Tap **Save**.

Deleting contacts

1. On the People tab, tap  > **Delete contacts**.
2. Select the contacts you want to remove.
3. Tap **Delete**.


Updating Exchange ActiveSync contacts

If your Exchange ActiveSync contacts in the company directory have new information, update these contacts in HTC Butterfly.

1. On the People tab, tap an Exchange ActiveSync contact.



If the contact is merged with other accounts, break the link with the Exchange ActiveSync account first, and then select the Exchange ActiveSync contact on the People tab.




2. Tap  > **Check update**.
3. If there are updates, choose to replace the old data or merge the new data with the old one.

Contact groups




Assign contacts to groups so you can easily send a message or email to a whole group. We've also added the Frequent group as a special group type that automatically stores the contacts you dial or get calls from the most.

You can also sync groups on HTC Butterfly with the groups in your Google Account, accessible via your computer's web browser.

Creating a group

1. On the Groups tab, tap .
2. Enter a name for the group.
3. Tap  to select a photo for the group.
4. Tap  > **Add contact to group**.
5. Select the contacts you want to add, and then tap **Save**.
6. When your group is complete, tap **Save**.

Editing a contact group

1. On the Groups tab, press and hold the group, and then tap **Edit group**.
2. You can:
 - Tap the group name to change the name. You can only change the name for groups that you have created.
 - Tap the icon next to the group name to change or remove the group photo.
 - Tap  > **Add contact to group** to add more members.
 - To rearrange the group members, press and hold  at the end of the contact's name, and then drag it to its new position.
 - Tap  beside a contact to remove it from the group.
3. Tap **Save**.



Sending a message or email to a group



You will be charged for each text message sent. For example, if you send a message to a group of five people, you will be charged for five messages.

1. On the Groups tab, tap the group you want to send a message or email to.
2. Go to the Group action tab.
3. Choose if you want to send a text message or email.

Rearranging your contact groups


1. On the Groups tab, tap .
2. Press and hold  at the end of the group to move, and then drag it to its new position.
3. Tap **Save**.

Deleting groups



You can only delete groups that you have created.

On the Groups tab, you can:

- Press and hold a group you want to delete, and then tap **Delete group**.
- Tap  to choose several contact groups to remove.

Adding People widgets

Stay close with the people that matter by adding a people widget for each of your groups.

1. Press and hold on an empty space on your Home screen.
2. On the Widgets tab, tap **All Widgets > People**.
3. Choose the widget style, and then drag it to a home screen thumbnail where you want to add it.
4. Select the group you want to add as a widget.
5. Repeat the above steps to add another People widget.

Setting the default communication method

Choose the communication action (for example, call or send a message) when you tap a contact's photo on the People widget.

1. On the Home screen, go to the People widget.
2. Tap a contact's photo on the widget.
3. Tap the communication method you want for the contact.



If you need to change the default communication method, tap the contact's name (not the photo), and then tap **Set default action**.

Getting in touch with a contact

1. On the Home screen, go to the People widget.
2. Tap a contact's photo (not the name) on the widget. The default communication method you've set for this contact will be performed.


Sending contact information

1. On the People tab, do one of the following:


To send	Do this
Someone's contact information	Press and hold the name of the contact (not the icon or photo), and then tap Send contact as vCard .
Your contact information	Press and hold My profile , and then tap Send my profile .

2. Choose how you want to send the vCard.
3. Select the type of information you want to send.
4. Tap **Send**.

Sending multiple contact cards


1. On the People tab, tap  > **Send contacts**.
2. Select the contacts whose contact information you want to share.
3. Tap **Send**.
4. Choose how you want to send the contact cards.

Backing up your contacts


1. On the People tab, tap  > Manage contacts.
2. Tap Import/Export contacts > Export to phone storage.
3. Select an account or type of contacts to export, then tap OK.

Restoring contacts

You can only restore contacts that were backed up using the **Export to phone storage** feature.


1. On the People tab, tap  > Manage contacts.
2. Tap Import/Export contacts > Import from phone storage.
3. If you have more than one account set up, tap the type for the imported contacts.

Backing up your contacts to the storage card

1. On the People tab, tap  > Manage contacts.
2. Tap Import/Export contacts > Export to SD card.
3. Select an account or type of contacts to export, and then tap OK.

Restoring contacts

You can only restore contacts that were backed up to the storage card using the **Export to SD card** feature.

1. On the People tab, tap  > Manage contacts.
2. Tap Import/Export contacts > Import from SD card.
3. If you have more than one account set up, tap the type for the imported contacts.

Social

Facebook

When you sign in to your Facebook® account from the Accounts & sync settings or the Facebook app (preinstalled or downloaded), you can:

- See your Facebook contacts and their status updates in People.
- See Facebook photos in Gallery.
- Check your friends' Facebook status updates in Friend Stream™.
- View Facebook events and friends' birthdays in Calendar.



You may need to authorize HTC Butterfly to connect to your Facebook account.

Twitter for HTC Sense

Signing in to your Twitter account from the Accounts & sync settings or the Twitter app (preinstalled or downloaded) automatically signs you in to Twitter for HTC Sense. Also, you may need to authorize Twitter for HTC Sense to connect to your Twitter account.

Twitter for HTC Sense lets you see your Twitter contacts and their tweets in People. You can also send tweets and check your friends' tweets in Friend Stream.

LinkedIn for HTC Sense

When you're signed in to LinkedIn® for HTC Sense, you can see your LinkedIn contacts and their latest updates in People. You can also share your updates and check posts from your connections in Friend Stream.



If you have the LinkedIn app (preinstalled or downloaded), signing in to LinkedIn for HTC Sense does not sign you in to the LinkedIn app and vice versa. If you want to use the same LinkedIn account for both, you'll have to sign in to both using the same login info.

About Friend Stream

With Friend Stream, you can share and get updates from friends in popular social networks in a single feed.


From the Home screen, tap  > **Friend Stream**.

When you tap someone's status update, you can:




- Write a comment.
- Like someone's posts or status updates.
- Look at someone's album photos.
- View the tweet. If there's a web link shared, you'll also see the posted webpage right below the tweet.

When you tap someone's photo or name, you can check the person's profile details.

Tap ▼ to display posts from a particular social network.

Slide to the other tabs to see more options. You can tap  > **Filters** to customize the Friend Stream tabs.


Updating your status in Friend Stream

1. On the All tab, tap .
2. Enter your status update.
3. If you do not want to send the status update to all your social network accounts, tap , and then clear the social networks to exclude.
4. Tap **Done**.
5. Tap .
6. Choose what you want to attach to your status update.
7. Tap **Post**.

Enjoying Facebook in Friend Stream

Post your status updates, write messages on walls, or check in to a place.

Posting a message on a friend's Facebook wall

1. In Friend Stream, tap ▼ > **Facebook**.
2. Tap  > **My wall**.
3. Tap a friend from the list.
4. Enter your message.
5. Tap **Post**.

Commenting on and liking Facebook posts

Tap someone's status update on the All tab, and do any of the following:


- Tap a photo or the album name shown in the status update to view and comment on the album photos using the Gallery app.
- Like the person's status update.
- Tap the text box, and then enter what you think about the person's status update.

Checking in to a place





Let your Facebook friends know where you are by checking in to a place.






In order to find your location, you need to enable location sources in **Settings > Location**.

1. Go to the Locations tab, and then tap .
2. Tap a place from the list.
3. Tap Check in.
4. Add your status message and even tag the friends you're with.
5. Tap Check in.


Tweeting in Friend Stream

1. In Friend Stream, tap  > **Twitter**.
2. Tap .
3. Enter your tweet.
4. Tap  or  to add a photo or your current location to your tweet.
5. Tap Post.

Searching for Twitter users to follow

1. On any of the tabs, tap .
2. Type a Twitter name in the search box.
3. Tap .
4. In the search results, tap the Twitter user you want to follow.
5. Tap  > Follow.

Unfollowing a Twitter user

1. On the All tweets tab, tap the Twitter user you want to stop following.
2. Tap  > Unfollow.

Sending a direct message

You can only send a direct message (DM) to someone who is following you.

1. On the DMs tab, tap **+**.
2. Enter the name of a Twitter user in the **To** field.
3. Enter your message, and then tap **Post**.

You can also send a direct message when you press and hold a tweet of the person you want to send the direct message to, and then tap **Send direct message** on the options menu.

Replying to or retweeting a tweet

1. On the All tweets tab, tap the tweet you want to reply to or retweet.
2. Do one of the following:
 - Tap **Retweet**.
 - Tap **Reply**, enter your reply or add a personal note to the tweet, and then tap **Post**.

Sharing LinkedIn updates in Friend Stream


1. In Friend Stream, tap **▼** > **LinkedIn for HTC Sense**.
2. Tap **+**.
3. Enter your status update.
4. Tap **Post**.

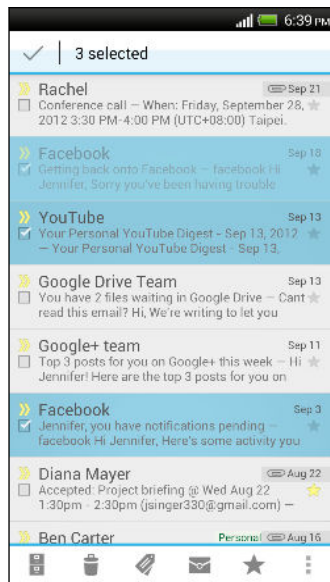
Email

Gmail

Viewing your Gmail Inbox

All your received email messages are delivered to your Inbox.

From the Home screen, tap  > Gmail.



Archive, delete or label multiple conversations

Tap the check box before the email message or conversation. Then tap the onscreen buttons at the bottom to choose what to do with the selected messages or conversations.


Display drafts, sent messages, and other labels

Tap **Inbox** at the top bar and then tap another label (such as **Sent**, **Drafts**, or your created label) to view its messages and conversations.

Switch to your other Gmail account



Tap **Inbox** at the top bar, and then tap the account you want to switch to.

Sending an email message in Gmail



1. In the inbox of the Gmail account you want to use, tap .
2. Fill in one or more recipients.



Want to loop in more recipients in a carbon copy (Cc) or blind carbon copy (Bcc) of the email message? Tap  > **Add Cc/Bcc**.

3. Enter the email subject, and then compose your message.
4. If you want to attach a photo, tap  > **Attach file**.
5. Tap  to send.

Replying to or forwarding email messages in Gmail

1. In the Gmail inbox, tap the email message or conversation.
2. To reply to the sender, tap . Or, tap  and choose whether to **Reply all** or **Forward**.

3. Do one of the following:
 - If you're replying to the sender or you selected **Reply all**, enter your reply message.
 - If you selected **Forward**, specify the message recipients.



Tap **Respond inline** if you want to interleave your new message with the received email. But this removes any attachments or formatting in the original email message.



4. Tap  to send.

Getting help

To find out more about using Gmail, in the Gmail inbox, tap  > **Help**.

Mail

Adding a POP3/IMAP email account

1. From the Home screen, tap  > **Mail**.
2. Do one of the following:
 - If this is the first email account you're adding in Mail, tap **Other (POP3/IMAP)** on the Choose a mail provider screen.
 - If you've already added an email account in Mail, tap  > **Add account** > **Other (POP3/IMAP)**.
3. Enter the email address and password for your email account and then tap **Next**.





If you're asked to enter more email settings, ask your email service provider for assistance.

4. Enter the account name and your name and then tap **Finish setup**.

Adding a Microsoft Exchange ActiveSync account

You can sync with Microsoft Exchange Server 2003 Service Pack 2 (SP2) or later.

1. From the Home screen, tap  > **Mail**.
2. Do one of the following:
 - If this is the first email account you're adding in Mail, tap **Microsoft Exchange ActiveSync** on the Choose a mail provider screen.
 - If you've already added an email account in Mail, tap  > **Add account** > **Microsoft Exchange ActiveSync**.

3. Enter the Exchange ActiveSync account details, and then tap **Next**.



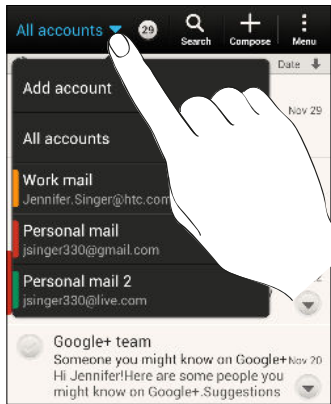
If your corporate Exchange Server does not support auto-detect, you'll need to enter your Exchange Server settings. Ask your Exchange Server administrator for details.

4. Choose the sync options that you want, then tap **Next**.
5. Enter the account name, then tap **Finish setup**.

Checking your Mail inbox

When you open the Mail app, it displays the inbox of one of your email accounts that you've set up on HTC Butterfly.

To switch between email accounts, tap the bar that shows the current email account, and then tap another account.



Viewing the unified inbox of all your email accounts

You can view email messages from all your accounts just in one place without having to switch to different accounts.

Just tap the bar that shows the current email account, and then tap **All accounts**. Email messages are color coded so you can easily distinguish which email accounts they belong to.



Up to 15 email accounts can be shown in the unified inbox.



Organizing email messages

Do you have a big pile of email messages in your inbox? Organize your email messages into tabs and quickly find the messages you want.

1. Switch to the email account that you want to use.
2. In the inbox, tap **☰** > **Filters**.
3. Press and hold a tab, and then drag it to the bottom row to add.
4. Press **◀** and then slide to the added tab.

Manually refreshing an email account

Whatever your sync settings are, you can also sync your sent and received email messages manually at any time.

- While viewing an email account, tap  > **Refresh**.
- If you have several email accounts, you can refresh them all at the same time. Go to the All accounts inbox first. Then tap  > **Refresh**.

Sorting email messages



Customize how you sort your email messages.

In an email account inbox, tap  > **Sort**, and select from the sorting options.





To quickly scroll through the message list based on the sorting option you've selected, press and hold two fingers on any email message, and then drag upward or downward.

Sending an email message



1. From the Home screen, tap  > **Mail**.
2. Switch to the email account that you want to use.
3. Tap .
4. Fill in one or more recipients.




Want to loop in more recipients in a carbon copy (Cc) or blind carbon copy (Bcc) of the email message? Tap  > **Show Cc/Bcc**.

5. Enter the subject, and then compose your message.
6. Do any of the following:
 - Add an attachment. Tap **Attach** and then choose what you want.
 - Set the priority for an important message. Tap  > **Set priority**.
7. Tap **Send**.




To save the email as draft and send it later, press  or tap  > **Save**.


Resuming a draft email message

1. In an email account inbox, tap  > **Folder** > **Drafts**.
2. Tap the message.
3. When you finish editing the message, tap **Send**.

Reading and replying to an email message


1. From the Home screen, tap  > Mail.
2. Switch to the email account you want to use.
3. In the email account inbox, tap the email message or conversation you want to read.



If you want to read a particular message inside an email conversation, tap  to expand the conversation, and then tap the email message.

4. Tap Reply or Reply All.





Tap  for more actions for the email.

Where are my unread email messages?

Unread email messages display in bold in your inbox and color bars appear next to them. The color bars also indicate the email account from where the email message is received.

To group all unread email messages, add the Unread tab to your inbox.



1. Switch to the email account you want to use.
2. In the inbox, tap  > Filters.
3. Press and hold **Unread**, and then drag it to the bottom row to add.
4. Press , and then tap the Unread tab.

Saving an email message in the Tasks app

Save an email message in your Tasks list so you can remind yourself when to reply.

1. In an email account inbox, press and hold the email message, and then tap **Save as task**.
2. Enter the task details, and then tap **Save**.

Searching email messages

1. Tap .
2. If you want to refine or filter your search, tap , check the search options, and then tap **OK**. For example, you can focus the search on a part of an email or filter email messages that have attachments or tagged as high priority.
3. In the search box, enter the words you want to search for.
4. Tap a result to open the email message.

Searching for emails from a contact

Do you remember the sender, but can't find a particular email from him or her?


1. Switch to the email account you want to use.
2. Press and hold an email message from a contact.
3. Tap **Search the mail from the sender**. A list of email messages from that contact appears.

Working with Exchange ActiveSync email


Flagging an email

1. Switch to your Exchange ActiveSync account.
2. While viewing the inbox, tap the flag icon that appears beside an email message or conversation.




To flag an email message inside a conversation, tap  to expand the conversation, and then tap the flag icon of the email message.

Setting your Out of the office status

1. Switch to your Exchange ActiveSync account.
2. Tap  > **Out of the office**.
3. Tap your current office status, and then select **Out of the office**.
4. Set the dates and times.
5. Enter the auto-reply message.
6. If you want a different auto-reply message for recipients outside your organization, tap the **Send replies to external senders** option, and then enter the auto-reply message in the box that appears.
7. Tap **Save**.

Sending a meeting request


1. Switch to your Exchange ActiveSync account.
2. Tap  > **New meeting invitation**.
3. Enter the meeting details.
4. Tap **Save**. Or tap **Send update** if you've invited people to the meeting.

Managing email messages

Moving email messages to another folder

1. Switch to the email account you want to use.
2. Select the email messages you want to move.




To select all, select one email message first, and then tap  > **Select all**.

3. Tap **Move to**, and then select a folder.

Deleting email messages


1. Switch to the email account you want to use.
2. Tap the check buttons of email messages you want to delete.



To select all, select one email message first, and then tap  > **Select all**.


3. Tap **Delete**.

Switching to other mail folders

1. In an email account inbox, tap  > **Folder**.
2. Tap the mail folder that contains the messages you want to view.


Changing email account settings


You can change your email notification settings, add an email signature, delete an account and more.

1. Switch to the email account whose settings you want to change.
2. Tap  > **Settings**.

Syncing email less frequently

When you don't need to sync email frequently, such as when you're watching video or driving, use Smart Sync to automatically extend the time before HTC Butterfly syncs your email account. Smart Sync helps you save battery power.

1. Switch to the email account where you want to use Smart Sync.
2. Tap  > **Settings** > **Sync, Send & Receive**.
3. Tap **Peak time sync** > **Smart Sync**.

4. Tap **Off-peak sync** > **Smart Sync**.
5. Press .

Smart Sync then extends the email synchronization time after each auto sync time passes and you don't open the Mail app. To sync your email at any time, open the Mail app and check your inbox.

Calendar

About Calendar





Never miss an important date again. Use the Calendar app to schedule your events, meetings, and appointments.

You can set up HTC Butterfly to stay in sync with calendars such as Google Calendar, Outlook Calendar, and Microsoft Exchange ActiveSync Calendar.

If you've signed into your social network accounts, related calendar events will appear in Calendar.

Creating an event

You can create events that sync with your Google or Exchange ActiveSync calendars, as well as events on HTC Butterfly.

1. From the Home screen, tap  > **Calendar**.
2. On any Calendar view, tap .
3. Tap , and then select the calendar to which you will add the event.
4. To invite people, tap  and choose who you want to invite.
5. Enter and set the event details.
6. Tap **Save**. Or tap **Send update** if you've invited people to the event.

Checking your schedule for a new event


Avoid juggling multiple meetings at the same time. In Calendar, you can check your appointments to see if a new event would conflict with your schedule.

1. When creating an event, tap **Check calendar**.
2. Press and hold the event box, and then drag it to an available time slot.
3. Drag the directional arrow buttons to adjust the event's time duration. You'll see a message if there are conflicts with other scheduled events.
4. Tap **Done** to return to the new event screen, and then tap **Save**.

Viewing the Calendar

1. Tap a Calendar tab.
2. Do any of the following:
 - In any Calendar view, return to the current date by tapping **Today**.
 - Events in day, week, and agenda views are color coded to indicate which account or type of calendar they belong to. To find out what each color represents, tap ▼.



If you don't see a Calendar tab, tap  > **Edit tabs**, press and hold a Calendar tab, and then drag it to the bottom row.

Month view


In month view, you will see markers on days that have events.

Do any of the following in month view:

- Tap a day to view the events for that day.
- Press and hold a day to open an options menu from which you can also choose to create an event or switch to either day or agenda view.
- Slide your finger up or down the screen to view earlier or later months.

Day and agenda views

Day view shows your events per day, whereas agenda view displays all your events in chronological order.

- If the event is a birthday or anniversary of your contact, tap it to send a greeting.
- When in day view:
 - Tap a time slot to create a new event at that time.
 - Slide left or right across the screen to view earlier or later days.
 - If you see the day's weather shown, tap the weather to change it to display another city.
 - See the event time in another time zone. Tap  > **Select 2nd time zone** > **Choose location**, and then enter the city name.

Week view

Week view displays a chart of the events of one week.

When in week view, you can:

- Press and hold on a time slot to create a new event at that time.
- Tap an event (shown as colored blocks) to view its details.
- Slide left or right across the screen to view earlier or later weeks.

Managing Calendar events

Editing an event

You can only edit events you have created, and those you have accepted from accounts such as Microsoft ActiveSync Exchange.



Editing events is not supported for all accounts.

1. While viewing an event, tap .




If you're editing an event that repeats, you'll be asked whether you want to edit just that occurrence or all occurrences of that event.

2. Make your changes to the event.
3. Tap **Save**. Or tap **Send update** if you've invited people to the event.

Deleting an event


Do any of the following:

- While viewing an event, tap  > **Delete event**.
- In day, agenda or week view, press and hold an event and then tap **Delete** or **Delete event**.

If the event repeats, you'll be asked whether you want to delete just that occurrence or all occurrences from Calendar.

Sharing an event


You can share a calendar event as a vCalendar using Bluetooth or by sending it as a file attachment with your email or message.

1. Do one of the following:
 - While viewing an event, tap  > **Forward**.
 - In day, agenda or week view, press and hold an event and then tap **Forward**.
2. Choose how you want to send the event.

Accepting or declining a meeting invitation


Go to the **Invites** tab to see meeting invitations which you have not yet accepted or declined.



- You must set up an Exchange ActiveSync account to receive meeting invitations in Calendar.
- If you don't see the **Invites** tab, tap  > **Edit tabs**, press and hold **Invites** and then drag it to the bottom row.

1. Tap the **Invites** tab and then tap a meeting invitation.
2. Accept, decline, or tentatively accept the invitation, or propose a new time.



Tap  to choose from more options, such as moving the invitation to a folder.

Setting reminders for your events


Have an important event that you must remember? Calendar makes it easy to remind yourself of important events.


1. While viewing a calendar event, tap **Reminder**.
2. Choose how far in advance you want to be reminded of the event.




You can set the default reminder time or choose an event reminder tone in the Calendar settings.

Dismissing or snoozing event reminders



If you have set at least one reminder for an event, the upcoming event icon  will appear in the notifications area of the status bar to remind you.

1. Open the Notifications panel.
2. Spread your two fingers on the event notification to expand it, and then do one of the following:
 - Choose to snooze or dismiss all event reminders. Or, to quickly dismiss event notifications in the list, drag it left or right.
 - For a notification with multiple events, tap it to see the event list.
 - If you've invited guests, tap **Send mail** to send a quick response to the meeting attendees.
 - Press  to keep the reminders pending in the notifications area of the status bar.



To add messages or edit your list of quick responses, open Calendar, and then tap  > Settings > Quick response.

Showing or hiding calendars



1. In any Calendar view, tap .
2. Select or clear the calendar you wish to show or hide, and then press .



- Calendars are kept synchronized on HTC Butterfly, even if they are hidden.
- You can also show or hide tasks that you've created on HTC Butterfly.

Why aren't my calendar events showing up?

If you can't find events from your email accounts or social networks in Calendar, check whether the Calendar sync is turned on in Settings.

1. Slide the Notifications panel open, and then tap  > Accounts & sync.
2. Tap an account type. If multiple accounts are supported (such as Exchange ActiveSync), tap the account you want to sync.
3. Select the **Calendar** option, and then tap  > Sync now.

Changing Calendar settings

You can change Calendar settings to specify how it displays events and how it notifies you of upcoming events.

In any Calendar view, tap  > **Settings**.

Online storage and services

Dropbox

Using Dropbox on HTC Butterfly

When you use Dropbox, you'll always have access to your photos, videos, and documents - on HTC Butterfly, your computer, and your other mobile devices where you have Dropbox access.

On HTC Butterfly, sign in to your Dropbox account so you can:

- Enjoy an additional 23GB of free Dropbox storage for two years.
- Access your photos and videos that are stored in Dropbox right from Gallery.
- No more large attachments when sharing by email. Simply send a link to your Dropbox files.
- View and edit Office documents that are stored in Dropbox.
- View PDFs that are stored in Dropbox.
- Save documents, such as from email attachments, directly to Dropbox.
- Check your remaining Dropbox storage space anytime.



If the Dropbox app is not preloaded, you can download and install it from Google Play.

About the additional free Dropbox storage offer



The additional 23GB Dropbox storage is a special offer that's available on HTC devices using Android™ with HTC Sense 4.0 or HTC Sense 4+, and have Dropbox preloaded. This offer is available to both new and current Dropbox users.

- To get the additional 23GB of Dropbox storage free for two years, please sign in to your Dropbox account from HTC Butterfly (and not from your computer or other non-HTC devices), and complete the getting started guide on the Dropbox website (www.dropbox.com/gs).
- If you don't have a Dropbox account yet, you can create a new account from HTC Butterfly or from your computer at www.dropbox.com.
- This additional free storage is a one-time offer only. You're eligible to use this offer only on one HTC device.


Please visit the Dropbox website (<http://www.dropbox.com/help/249>) for full terms and conditions.

Setting up your Dropbox account

To get your additional 23GB of free Dropbox storage for two years, set up your Dropbox account from HTC Butterfly, and complete the getting started guide on the Dropbox website.

1. Slide the Notifications panel open, and then tap  > **Accounts & sync**.
2. Tap  > **Dropbox**.
3. Follow the onscreen instructions to create or sign in to your account.
4. Using your computer's web browser, go to the Dropbox website (www.dropbox.com), log in to your account, and complete the getting started guide.




From the Home screen, you can also tap  > **Dropbox** to use the Dropbox app to set up your account.

Sharing your photos and videos on Dropbox

Use Gallery to upload your photos and videos to Dropbox. You can then share the link to your Dropbox so that your friends can see your photos and videos.

Uploading your photos and videos to Dropbox from Gallery



1. From the Home screen, tap  > **Gallery**.
2. Tap **My phone**, and then tap the album that contains the photos or videos you want to share.
3. Tap **Share** > **Dropbox**.
4. Select the photos or videos you want to upload, and then tap **Next**.
5. Create or choose a folder in Dropbox, and then tap **Upload**.



To view your uploads right from Gallery, put them under the Photos folder in your Dropbox. Or under Photos, create a folder and upload them to this folder.


Auto uploading camera shots

Your new camera shots will be uploaded automatically, if you turned on the Camera Upload feature when you set up your Dropbox account on HTC Butterfly. If you didn't turn it on before, you can enable it in the Dropbox settings.

1. From the Home screen, tap  > **Dropbox**.
2. Tap  > **Settings** > **Turn On Camera Upload**.
3. Choose the type of Internet connection to use for uploading your captured photos and videos to Dropbox.
4. Tap **Turn on**.

Viewing your uploaded photos and videos from Gallery

The Camera Uploads folder and subfolders under the Photos folder in your Dropbox can be accessed from Gallery. They will appear as albums.

1. From the Home screen, tap  > **Gallery**.
2. Tap **Dropbox**.
3. When you see a message that shows HTC Sense wants to access Dropbox, make sure you tap **Allow**.



This message only appears the first time you access your Dropbox photos and videos from Gallery.


4. Tap an album to view the photos and videos in it.

Sharing the link to your Dropbox

Share the link to your entire album of photos and videos that's in your Dropbox so other people can access it.


1. From the Gallery Albums screen, tap **Dropbox**.
2. Do one of the following:
 - Tap an album to share, and then tap **Share**.
 - To share a single photo, tap it to display it, then tap it again and tap **Share**.
3. Choose how you want to share the link to this album or photo, such as sending it by email or posting it to your social networks.



You can also use the Dropbox app. Tap  that appears next to the album or file, and then tap **Share**.

Sending the links to Dropbox files by email

No more attaching files to your email. Using the Mail app, you can easily include the links to your Dropbox files and send them in your email.

1. From the Home screen, tap  > **Mail**.
2. If you have several email accounts, switch to an email account you want to use.
3. Create a new email message and fill in your recipients, or reply to an email.
4. You can:
 - Tap **Attach** > **Document**, and then choose a document type.
 - Tap **Attach** > **File** if you want to choose any file type.
5. Tap **Dropbox**.
6. Open the folder that contains the files that you want, and then select the files you want to share.

7. Tap **Done**.



You'll then see the links to your selected files added to your email message.

8. Tap **Send**.

Keeping your documents in Dropbox


Saving an Office document to Dropbox

You can open an Office document on HTC Butterfly and save it to your Dropbox.

1. Open an Office document, such as one that's attached to an email.
2. Tap  > **Save as**.
3. Enter a new filename.
4. Tap  > **Dropbox**.
5. Tap **Save**.



Your document will be saved to the Polaris Office folder in the root of your Dropbox folder.



To save the document to another Dropbox folder, tap  > **Share** > **Dropbox**. Create or select a folder, and then tap **Upload**.



Editing an Office document in Dropbox

You can edit a document that's stored in your Dropbox and save your changes.

1. From the Home screen, tap  > **Dropbox**.
2. Open the folder that contains the document you want.
3. Tap the document to open it.
4. To make changes, tap **Edit**.
5. After editing the document, tap **Save** or tap  > **Save as**.


Saving a PDF document to Dropbox

You can open a PDF document on HTC Butterfly and save it to your Dropbox.

1. Open a PDF document, such as one that's attached to an email.
2. Tap  > **Save as**.
3. Enter a new filename.
4. Tap  > **Dropbox**, and then tap **OK**.

Your document will be saved to the PDFViewer folder in the root of your Dropbox folder.



To save the PDF to another Dropbox folder, tap  > **Share** > **Dropbox**. Create or select a folder, and then tap **Upload**.

Checking your Dropbox storage space

You can check how much storage space you still have in your Dropbox before you upload more content.



Before your Dropbox storage info appears in Settings, you need to access your Dropbox from an app first (such as Gallery) and allow HTC Sense to access your Dropbox.

Slide the Notifications panel open, and then tap  > **Storage**.

Under Online storage, you'll see your available Dropbox storage.

Unlinking HTC Butterfly from Dropbox

You can remotely unlink HTC Butterfly from your Dropbox, if you lost your device.

1. On your computer's web browser, log in to the Dropbox website (www.dropbox.com).
2. On the right-hand corner of any page on the website, click **Account**. (Or click your account name, and then click **Settings**.)
3. Click the **Security** tab.
4. Under My devices, click **Unlink** to the right of your Android device.
5. Click **Unlink phone**.

SkyDrive

About SkyDrive for HTC Sense



With SkyDrive® online storage, you can keep all your photos and documents in one place. You can access them anytime on HTC Butterfly, your computer, and your other mobile device where you have SkyDrive access.

You can:


- Use Gallery to upload your photos. You'll also be able to access your photos that are stored in your SkyDrive storage.
- No more large attachments when sharing by email. Simply send a link to your files that are stored in SkyDrive.
- Use Polaris Office to edit your Office documents that are stored in SkyDrive.
- Use PDF Viewer to view your PDF documents that are stored in SkyDrive.
- Save documents from HTC Butterfly directly to your SkyDrive storage.

Signing in to SkyDrive

To use SkyDrive as your online storage, sign in using your Windows Live® ID.


1. Slide the Notifications panel open, and then tap  > **Accounts & sync**.
2. Tap  > **SkyDrive for HTC Sense**.
3. Follow the onscreen instructions to sign in, or to create your Windows Live ID first if you don't have one yet.

Uploading your photos to SkyDrive from Gallery

1. From the Home screen, tap  > **Gallery**.
2. Tap **My phone**, and then tap the album that contains the photos that you want to share.
3. Tap **Share** > **SkyDrive for HTC Sense**.
4. Select one or more photos you want to upload, and then tap **Next**.
5. Select a folder in SkyDrive, and then tap **Done**.

Sending the links to SkyDrive files by email

To share your files stored in SkyDrive by email, you don't need to download them and attach to your message. Using the Mail app, you can easily include the links to your SkyDrive files and send them in your email.




1. From the Home screen, tap  > **Mail**.
2. If you have several email accounts, switch to an email account you want to use.
3. Create a new email message and fill in your recipients, or reply to an email.
4. You can:
 - Tap **Attach** > **Document**, and then choose a document type.
 - Tap **Attach** > **File** if you want to choose any file type.
5. Tap **SkyDrive**.
6. Open the folder that contains the files that you want, and then select the files you want to share.
7. Tap **Done**.

You'll then see the links to your selected files added to your email message.
8. Tap **Send**.


Keeping your documents in SkyDrive

Saving an Office document to SkyDrive

Using Polaris Office, you can create or open a document and save it to your SkyDrive online storage.



1. From the Home screen, tap  > Polaris Office.
2. Create or open a document.
3. Tap  > Save as.
4. Enter a new filename.
5. Tap  > SkyDrive.
6. Tap Save.



After opening a document, you can also tap  > Share > SkyDrive for HTC Sense to upload the document to a SkyDrive folder.




Editing an Office document in SkyDrive

Using Polaris Office, you can view or edit a document that's stored in your SkyDrive storage.


1. From the Home screen, tap  > Polaris Office.
2. Tap SkyDrive.
3. Open the folder that contains the document you want to view or edit.
4. Tap the document to open it.
5. To make changes, tap **Edit**.
6. After editing the document, tap **Save**, or tap  > Save as.

Saving a PDF document to SkyDrive

Using PDF Viewer, you can open a document and save it to your SkyDrive online storage.

1. From the Home screen, tap  > PDF Viewer.
2. Browse to the document that you want and open it.
3. Tap  > Save as.
4. Enter a new filename.
5. Tap  > SkyDrive, and then tap OK.



After opening a document, you can also tap  > Share > SkyDrive for HTC Sense to upload the document to a SkyDrive folder.

HTC Watch

About HTC Watch

With our HTC Watch online video service, shop for your favorite movies or TV series and enjoy watching them.



You can:

- Rent or purchase movies and TV shows. You'll need to create your HTC Watch account first.
- Preview trailers before purchasing your movies.
- Recommend a movie or TV show to your family and friends.
- Watch your purchased videos on up to five HTC devices that have access to HTC Watch using your same account.



HTC Watch is only available in selected countries.


Creating or signing in to your HTC Watch account

1. From the Home screen, tap  > Watch.
2. Tap  > Settings > Account.
3. Create a new HTC Watch account, or directly sign in if you already have your account.

Adding or editing your favorite video services and apps

In addition to watching movies, you can use HTC Watch for quick access to your favorite video services or apps.






- The availability of the favorite app shortcuts depends on your store territory or region.
 - You may need to download the app first from Google Play.
-
- Under the Favorite apps section of the HTC Watch main screen, tap a shortcut to open.
 - To edit your shortcut lists, tap  > Edit favorite apps, and then select or clear items.

Renting or purchasing a video



Make sure to use a credit card that's registered in the same region as the one associated to your HTC Watch account.

1. In the HTC Watch app, browse our video store, or tap  to search for a title.
2. Tap a video to view details such as casting and synopsis.
3. While viewing, you can:
 - Watch the trailer, if available. Tap  to play it.
 - Recommend the video by sharing its link. Tap  > **Share** and then choose how you want to share.
4. Tap the price button to rent or purchase the video.
5. If this is your first time to rent or purchase, add your credit card details and billing information.
6. Confirm your rental or purchase.

You can go to your library to check your downloads.

Managing your downloads


Manage your downloads and see all of your purchases. You can also start watching a video as it's being downloaded.

Under the My library section of the HTC Watch main screen, you can:

- Tap **Downloading** to check the download progress of your purchased or rented videos.
- Tap **My movies** or **My TV shows** to see a complete list of videos you've purchased or rented.


While a video is being downloaded, you can tap the video to start watching it. You can also pause a download, resume it, or redownload a video.

Changing settings

In the HTC Watch app, tap  > **Settings**. You can modify your account settings, edit or remove your credit card info, and more.

Checking what's linked to your HTC Watch account



When you download movies or TV shows from the video store, your HTC device will automatically be added to your HTC Watch account. If you own more than one HTC device that has access to HTC Watch, you can download and watch videos on up to five devices. You can check what HTC devices are linked to your HTC Watch account.

1. In the HTC Watch app, tap  > **Settings**.
2. Tap **Device management**.



You can unlink and remove an HTC device from your account.

Removing your HTC Watch account

1. In the HTC Watch app, tap  > **Settings**.
2. Tap **Account**, and then tap your account name.
3. Tap  > **Remove**.
4. Tap **Remove account**.

Top questions on HTC Watch

Why am I asked to sign in again to my account?

Whenever a time interval (about 20 minutes) has passed, you'll be asked again to sign in to your HTC Watch account before you can continue to rent or purchase videos or access some settings. This is a safety precaution to check your identity and to ensure that you acknowledge that it is your account.

How long is the rental period of a video?

Depending on the studio's terms and the country where you downloaded the video, the rental period is either 24 or 48 hours, starting from the first viewing.

If you're not immediately watching the video, you have up to 30 days before the rental expires.

Why won't HTC Watch allow me to remove a device and add a new one?

You can only remove an HTC device once every 120 days.


HTC Car

On the road with HTC Car

Now when you drive, you can easily use HTC Butterfly to reach your destination, keep you entertained, and help you stay in touch with the people that matter to you. Get easy access to music, maps, navigation, and phone calls with HTC Car.


1. HTC Car instantly launches when you mount HTC Butterfly in HTC Car Kit.
2. On the HTC Car main panel you can:
 - Swipe left or right to go to the other panels such as Music or People.
 - From the main panel, tap a shortcut to do something right away. For example, tapping the **Music** shortcut immediately plays the last song you were listening to.



When using HTC Car, return to the main panel from any screen by pressing .


When you remove HTC Butterfly from HTC Car Kit, HTC Car will automatically exit. You can also manually close HTC Car by pressing  from the main panel.

Playing music in HTC Car


1. From the main panel, swipe left until you see the Music panel.
2. Slide up from the bottom of the screen and then tap  to browse music by category or search your collection.
3. Tap an album, song, or playlist to listen to it.
4. Next time you want to play the same music, you can:
 - Tap the **Music** shortcut on the main panel to play the last song you were listening to.
 - Swipe back to the Music panel and tap any of the recent albums.

Listening to Internet radio with TuneIn

Right from HTC Car, enjoy listening to Internet radio stations with TuneIn.

1. From the main panel, swipe left until you see the Music apps panel.
2. Tap **Internet Radio**. You can then:
 - Browse for available stations by category.
 - Tap  to enter and search for stations by keyword such as artist name or topic.
3. Tap a station to start listening to it.




To ensure smooth playback, TuneIn preloads audio data (buffering) on HTC Butterfly before playing your selected station. To set the amount of audio to preload, tap  and choose a buffer time.

Finding your way with HTC Car


HTC Car helps you to find your way to where you want to go. Easily access maps and find out your current location. Find nearby attractions on your weekends. HTC Car gives you the information you need so you won't get lost.

Finding out where you are

1. Swipe right until you see the Navigation panel.
2. Tap  to see the map.
3. Zoom and move around the map.

Exploring what's around you

Feeling adventurous? With just a few taps, you can find interesting places around you quickly.

1. Swipe right until you see the Navigation panel, and then tap .
2. Tap a category or enter your own search keywords.

Getting directions in HTC Car



By default, HTC Car uses Google Maps™ as the navigation app. In countries where Google Maps doesn't support turn-by-turn navigation, you can set HTC Car to use the HTC Locations app.

1. Swipe right until you see the Navigation panel.
2. You can:

Search for a new place	Tap  .
Look up a previously searched place	Tap  .
Get directions for an upcoming event in Calendar	Tap  .

3. Tap an item to see the beginning and end points on the map.
4. Tap **Start navigation** to get the directions.

Staying connected to your contacts

Just because you're driving doesn't mean you have to be isolated from the rest of the world. With HTC Car, you can take calls, make calls, and get notifications.

Handling incoming calls in HTC Car

With one simple gesture, you can choose how you want to handle an incoming call.

- Swipe right to answer.
- Swipe left to decline.

Making phone calls in HTC Car

- On the main panel, tap the **Phone** shortcut to open the dialpad.
- To make a call from your phonebook, swipe across the screen until you see the **People** panel. Then slide up from the bottom to go to your phonebook.

Changing HTC Car settings

Choose your default Bluetooth accessories, set HTC Car to launch automatically, and more.


On the main panel, tap the status icons below the clock.

Travel and maps

Location settings

Turning location services on or off

In order to find your location on HTC Butterfly, you need to enable location sources.

1. Slide the Notifications panel open, and then tap  > **Location**.
2. Select or clear the location sources you want to turn on or off.

Locations



About Locations

Search for places of interest, get directions to places you want to go to, and drive using turn-by-turn GPS navigation with Locations. Locations is also your perfect travel companion, whether you're at home or when you're in a different country. With Locations, you can download maps beforehand so you don't have to worry about having an Internet connection while on the road or costly data roaming charges when abroad.





If you are in an area where there are a lot of surrounding buildings, Locations may have a hard time pinpointing your location.

Finding your location and what's around you


1. From the Home screen, tap  > **Locations**.
2. If you don't see your current location on the map, tap .
3. Tap **Quick links** > **Nearby**.
4. Select a category that you're interested in to see the places that are close by.

Searching for a place of interest

You can search for a name of an establishment, street, or city. Suggested matches will be shown while you type.

1. In Locations, tap .
2. Tap **Points of interest**.
3. Enter the place you want to search for. If you don't see what you're looking for, tap  under **Extended search** to expand the search.
4. Tap an establishment to get directions, show on map, and more.

Searching for an address

1. In Locations, tap  > **Address**.
2. Enter as much of the address as you know.




If you don't see what you're looking for, tap under Extended search to expand the search.

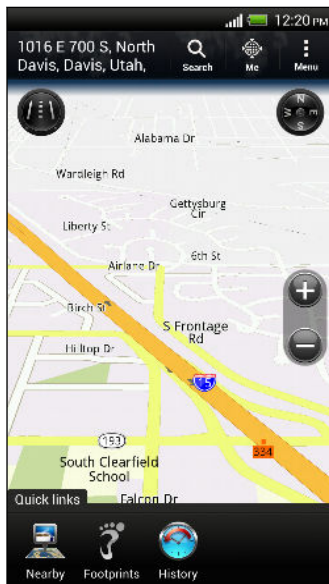
Matching information is displayed.

3. Tap the address that you're looking for.

From the available options, choose to show on map, get directions, and more.

Viewing maps

From the Home screen, tap  > **Locations**. A map opens, showing your current location.



Tap to search for a point of interest or address.



Tap to switch between 2D and 3D views.



Point of interest. Tap to see details, call, get directions, and more.



Your current location.



Tap to use or not use the compass.



This icon appears when you're manually controlling the direction of the map with your two fingers.




Zoom buttons. (Tap the screen to show the zoom buttons.)

Quick links

Tap to show more tabs, such as Footprints.

Choosing which places of interest to show on the map

1. While viewing a map, tap  > **View** (or **More** > **View**).
2. Choose the points of interest you want or don't want to see when you're viewing a map.




You can also choose to show or not show footprints and 3D buildings on the map.


3. Tap OK.

Pinning a location on the map


Pin a favorite location on the map and add it as a footprint, get directions to it, or share it with friends.

1. While viewing a map, press and hold an area on the map that you want to pin.
2. Tap  and then choose what you want to do.




To remove all the pins on the map, while viewing a map, tap  > **Clear pin** (or **More** > **Clear pin**).

Changing the language of street names and places of interest

1. While viewing a map, tap  > **Settings** > **Map** > **Map language** (or **More** > **Settings** > **Map** > **Map language**).
2. Choose one of the following.

Use native map language	Use this if you want to use the local language of the map. For example, if you are looking at a map of Japan, it will use Japanese characters.
Use language that fits best	Use this if you want to use your current language settings. This may not be available for all maps.

Choosing the map to search from

1. In Locations, tap .
2. Before performing your search, tap the **Current search region** box and then choose the country that you want.

If you don't have a downloaded map of that country, Locations will search its online maps.


Recording favorite places with HTC Footprints

HTC Footprints™ provides an easy way to record your favorite places and revisit those places. You can take a photo of a location such as a restaurant or sightseeing spot and store it together with its precise GPS location, street address, phone number, and more.

The next time you want to visit the same place, just open the footprint. You can then view the location on the map, search for it on the Web, and more.

Adding a location as a footprint

1. Search for the destination you want to go to.
2. Tap **Save to Footprints**.
3. Enter a name and other details for the footprint.

4. You can:
 - Tap  to take a picture and add it as a photo for the footprint.
 - Tap the My notes text box to add a note for the footprint.
5. Tap **Save**.


Revisiting a footprint

1. Under Quick links, tap **Footprints**.
2. Tap the footprint you want to revisit.
3. Under Actions, choose whether to view the footprint on the map, get directions, look up nearby establishments, and more.

Editing or deleting a footprint


1. Under Quick links, tap **Footprints**.
2. Press and hold the footprint you want to edit or delete.
3. Tap **Edit** or **Delete** on the options menu.

Deleting multiple footprints

1. Under Quick links, tap **Footprints**.
2. Tap  > **Delete**.
3. Select the footprints you want to delete, and then tap **Delete**.

Exporting your footprints

Back up footprints by exporting them. You can also open exported footprints files in other applications such as Google Earth™ on your PC.


1. Under Quick links, tap **Footprints**.
2. Tap  > **Export**.
3. Select the footprints to export, and then tap **Export**. Footprints are exported as .kmz files. If you exported multiple footprints at one time, they are saved together in one .kmz file.



After exporting, tap **Send** if you want to share the .kmz file.

Importing footprints

Bring back footprints you've previously backed up. You can also import .kmz files that you saved in other applications.

1. Under Quick links, tap **Footprints**.
2. Tap  > **Import** > **Footprints data**.



You can also tap **Photos** to import a picture that can have footprint information added to it.

3. On the Type tab, tap the file you want to import.
4. Tap **Import**.

Getting directions



Get detailed directions to where you want to go.

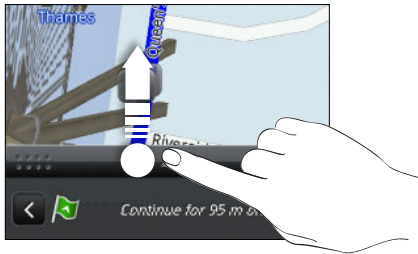
Getting directions from your current location

1. In Locations, search for the place you want to go to.




You have footprints saved? You can also set a footprint as your destination. Under Quick links, tap **Footprints**, and then choose a footprint.

2. Tap **Directions**.
3. Choose how you want to get to your destination. The map opens showing the route to your destination.
4. Do one of the following:
 - At the bottom of the screen, tap  or  to follow the route to your destination.
 - Slide up the directions bar, and then tap the instructions to follow the route to your destination.



Getting directions by setting a start and end location

1. While viewing the map, tap  > **Directions**.
2. Tap the **My location** text box, and then search for the starting location you want.
3. Tap the **End point** text box, and then search for the destination you want.

4. Tap **Driving** or **Walking** depending on how you want to get to your destination.
5. Do one of the following:
 - At the bottom of the screen, tap **<** or **>** to follow the route to your destination.
 - Slide the directions bar up, and then tap the instructions to follow the route to your destination.

Using turn-by-turn navigation



- Check if you have purchased turn-by-turn navigation for the country or region you're in.
- To use turn-by-turn navigation, the **GPS satellites** option in **Settings > Location** needs to be selected.

1. In **Locations**, search for the place you want to go to.




Have you saved locations as footprints? You can also set it as your destination. Under **Quick links**, tap **Footprints**, and then choose a footprint.

2. Tap **Premium navigation**.


Setting navigation preferences

Choose how you want **Locations** to map your route. You can tell **Locations** to avoid highways or toll roads, show lane information, choose your route preference, and more.

1. While using turn-by-turn navigation, tap  **> Navigator**.
2. Set your preferences by selecting or tapping an item.

Turning off speed and safety camera alerts

If you have the safety camera service, you can choose to turn this service off temporarily.

1. While using turn-by-turn navigation, tap  **> Warnings**.
2. Clear the **Speed warning** and **Safety camera warning** check buttons.

Answering a call while using navigation





When a call comes in, the whole map nudges up a bit so you can see the incoming call and answer it. Don't worry, you'll still be able to use navigation as we made sure that the call screen just occupies as little space as possible at the bottom of the screen.

Downloading maps or purchasing licenses

Going to a different country for vacation? You can download the map of the country you're going to for free. You can also download or purchase additional services such as navigation, safety camera, and turn-by-turn voice instructions.





You need to connect to the Internet to download or purchase maps and services.

1. From the Home screen, tap  > **Locations**.
2. Tap  > **Get more**.
3. Slide to the tab of the item that you want to download.
4. Depending on what you selected, tap  or .

If you have a voucher code, enter it by tapping **Voucher code** at the top of the Navigation tab.

Managing licenses and content

Check maps, navigation, safety camera information, and voices for turn-by-turn voice instructions that are already on HTC Butterfly.

1. From the Home screen, tap  > **Locations**.
2. Tap  > **Get more**. On the Purchased tab, you'll see a list of services that you already have on HTC Butterfly.

Google Maps

About Google Maps

Google Maps lets you track your current location, view real-time traffic situations, and receive detailed directions to your destination.

It also provides a search tool where you can locate places of interest or an address on a map, or view locations at street level.








- To find your location with Google Maps, you need to enable location sources.
- The Google Maps app does not cover every country or city.

Getting around maps

When you open Google Maps, you can easily find your location on the map or check out nearby places by panning and zooming in and out on the map.



To find your location with Google Maps, you need to enable location sources.



1. From the Home screen, tap  > **Maps**.
2. Tap  to show your current location. The blue marker  or  shows your current location on the map.
3. Tap  to turn Compass mode on or off. In Compass mode, the map changes to an angled view and automatically orients itself depending on the direction you're facing.

Checking the details of a location

1. Press and hold a location on the map. A balloon opens over the location, with the name of the location, a part of the address, and a thumbnail from Street View (if available).
2. Tap the balloon to see more information. You can get directions to the location, check for nearby places of interest, and more.

Searching for a location

In Google Maps, you can search for a location, such as an address or a type of business or establishment (for example, museums).


1. In Maps, tap .
2. Enter the place you want to search for in the search box.
3. Tap the **Enter** key on the keyboard to search for the location you entered or tap a suggested search item. The search results are displayed as markers on the map.
4. Do any of the following:
 - Tap a marker . A balloon then opens, showing the location's name. If that's what you're looking for, tap the balloon.
 - Tap **Results list** to show the search results as a list, and then tap the location.

Details about the selected location displays on the screen.

5. Tap the onscreen buttons to view the location on a map, get directions, view the location in Street View (if available), and more. Scroll down the screen to view more options.

Clearing the map

After searching on a map, you can clear away the various markers drawn on it.



Tap  > **Clear Map**.

Searching for a place of interest near you

Use Google+™ Local to find places of interest near your current location. Google+ Local uses Google Maps to search common places that you would want to find, such as the nearest gas station or ATM kiosk.





- Before using Google+ Local, you need to enable location sources.
- The name of the Google+ Local app may differ depending on the Google Maps version installed.

1. From the Home screen, tap  > **Local**.
2. Tap the type of place you want to search, or tap  to enter what you're looking for. When several places are found, the search results appear as a list.
3. You can:
 - Tap **Map view** to see where these places are on the map.
 - From the search results list, tap a place to view more information.

Getting directions

Get detailed directions to your destination. Google Maps can provide directions for travel by foot, public transportation, or car.

1. While viewing a map, tap .
2. Do any of the following:
 - Use your current location as the starting point, or enter a location from where to start in the first text box. Then enter your destination in the second text box.
 - Tap  to select an address from your contacts or a point that you tap on a map.



If the place you've set as your destination has several locations available, choose which one to go to.

3. Choose how you want to get to your destination.




If you're taking public transportation, select your transit preferences.

4. Tap **Get directions**.



If driving or walking, tap **Directions list** to view the directions in a list. You can also tap the arrow buttons on the map to follow the directions.





When you're finished viewing or following the directions, tap  to reset the map. Your destination is automatically saved in the Google Maps history.

Finding your friends with Google Latitude (available by country)


Google Latitude® user location service lets you and your friends share locations and status messages with each other. It also lets you get directions to your friends' locations, send your location details by email, and more.

Your location is not shared automatically. You must join Latitude, and then invite your friends to view your location or accept their invitations. Only friends that you have explicitly invited or accepted can see your location.

Opening and joining Latitude

1. From the Home screen, tap  > **Maps**.
2. While viewing a map, tap  > **Join Latitude**.
3. After you've joined Latitude and closed the application, you can do any of the following to open it from the Home screen:
 - Tap  > **Latitude**.
 - Open Maps, and then tap  > **Latitude**.

Getting help

If you need help or have questions about Maps or Latitude, tap  > **Help** (or **More** > **Help**).

Essential apps

Using the Clock

About the HTC Clock widget

Use the HTC Clock widget to see your current date, time, and location. You can also use the Clock to show the time in another city.



Changing the location on the Clock widget

By default, the Clock widget displays the time and weather in your current location. You can customize the Clock widget on your Home screen to show the time and weather in another location.


1. Press and hold the Clock widget and then drag it to the **Edit** button.
2. Choose a city.
If you don't see the city that you want, tap **+** to search for it and add it.
3. Tap **Done**.



You can add more Clock widgets to the extended Home screen.


About the Clock app

Get more from the Clock app than just the regular date and time. Use HTC Butterfly as a world clock to see the date and time in cities across the globe. You can also set alarms or track your time using the stopwatch or timer.


To open the Clock app, tap  from the Home screen, and then tap **Clock**. Tap the tabs on the bottom row or slide your finger across the tabs to switch between the different functions.

World Clock settings


Setting your home city

1. On the World Clock tab, tap  > Home settings.
2. Enter your home city's name.
3. Scroll through the list and tap your home city.

Setting the date and time manually

1. On the World Clock tab, tap  > Local time settings.
2. Clear **Automatic date & time** and **Automatic time zone**, and then set the time zone, date, and time as required.

Adding a city to the World Clock screen


1. On the World Clock tab, tap .
2. Enter the city name you want to add.
3. Scroll through the list and tap the city that you want to add.

Setting an alarm


You can set up one or more alarms.

1. On the Alarms tab, select the check button of an alarm and then tap that alarm.
2. Under Set alarm, use the scroll wheels to set the alarm time.
3. If you want the alarm for multiple days, tap **Repeat**.
4. Tap **Done**.






- To turn off an alarm, clear the check button of that alarm.
- If you need to set more than three alarms, tap .

Deleting an alarm

1. On the Alarms tab, tap .
2. Select the alarms you want to delete and then tap **Delete**.

Checking Weather


Use the Weather app and widget to check the current weather and weather forecasts for the next few days. In addition to your current location, you can view weather forecasts for other cities around the globe.

1. From the Home screen, tap  > **Weather**. You'll see the weather where you are.
2. Slide to the Hourly and 4-Day tabs to view the forecasts in your current location.
3. While viewing forecasts, you can:
 - Check the weather in other cities by tapping , and then selecting the city you want.
 - Tap  to update the weather information at any time.
 - Tap the screen to view weather information such as temperature, approximate time of sunset and others.



Your settings in the Weather app also control the weather information that is shown in the Clock and Calendar.

Adding a city to the Weather screen


Add more cities to the Weather screen so you can instantly check the weather forecasts in these cities. In addition to your current location, the Weather screen can display up to fifteen cities.

1. On the Weather screen, tap .
2. Enter the location you want to add.
3. Tap the city that you want.

Changing the order of cities on the Weather screen



1. On the Weather screen, tap  > **Edit**.
2. Press and hold  at the end of the item you want to move, and then drag it to its new position.
3. Tap **Done**.

Deleting cities from the Weather screen

1. On the Weather screen, tap  > **Edit**.
2. Select the cities you want to remove, and then tap **Done**.

Viewing a PDF

Use PDF Viewer to read PDF files that you've downloaded or copied to HTC Butterfly.


1. From the Home screen, tap  > PDF Viewer.
2. Browse to the PDF file that you want to open, and then tap it.
3. While viewing a PDF file, you can:
 - Swipe up and down on the screen to pan or go through the pages.
 - Spread or pinch your fingers on the page to zoom in or out.
 - Tap the screen and then tap  to print the file, share it, and more.

Working on documents

Use Polaris Office to edit Microsoft Office Word (.doc and .docx), Microsoft Office Excel (.xls and .xlsx), Microsoft Office PowerPoint (.ppt and .pptx), and plain text (.txt) files while on the go.




You can also view Microsoft Office PowerPoint Shows (.pps).

From the Home screen, tap  > Polaris Office.



Viewing a document

On the Polaris Office main screen, browse to the file that you want and open it.




While viewing the file list, tap  to refresh or sort the list.

Creating a document

1. On the Polaris Office main screen, tap  > **New**.
2. Choose a file type to create.
3. Start entering text.
4. Tap  to save the document.

Editing a document

1. On the Polaris Office main screen, browse to the file that you want to edit and open it.
2. Do any of the following:
 - If your file is a Microsoft Office Word, a Microsoft Office PowerPoint, or a plain text document, tap .
 - If your file is a Microsoft Office Excel document, tap a cell and then enter your changes in the text box.

- Slide across the toolbar at the bottom to choose from different editing functions.



If you don't see the toolbar, tap **☰** > **Toolbar on**.

- When done making your changes, press **<** and then tap either **Save** or **Save as**.

Editing a presentation


- With the Microsoft Office PowerPoint document opened, tap **✎**.
- Tap **^** to show the other slides and tap the slide that you want to edit.
- Do any of the following:
 - To add another slide, tap **+** and then choose a layout.
 - To edit text, tap a text box on the presentation twice.
 - To resize an image or a text box, tap it and then drag **↻**.
 - Use the tool bar at the bottom to continue editing the presentation.
- Tap **▶** to preview the presentation.
- Press **<** and tap **Save** or **Save As**.

Editing a worksheet


- With the Microsoft Excel file opened, tap a cell on the worksheet.
- Do any of the following:
 - Tap the formula bar and enter text, figures, or symbols.
 - To enter a function, tap *fx*.
 - To select multiple cells, tap a cell and then drag **○**.
 - To change the format of the text or numerical value, tap a cell and then tap **☰** > **Format**.
 - To insert a graph, select the information that you want to include in the chart and then tap **☰** > **Insert** > **Chart**.
 - Use the tool bar at the bottom of the screen to continue editing the worksheet.
- Press **<** and tap **Save** or **Save As**.

Taking notes

Use Notes to jot down ideas, questions, and everything else. Type in text, record audio, attach photos and documents, and even link your notes to a meeting event in Calendar.


From the Home screen, tap  > **Notes**. The first time you open the app, you can take a quick tour and set up your Evernote® account. If you choose to skip this, you can log in to Evernote later in the **Accounts & sync** settings.


Creating a notebook

1. On the Notes main screen, tap  to open a selection menu, and then tap **New notebook**.
2. Type in a notebook title.
3. Tap **Local notebook** to save the notebook on HTC Butterfly or tap **Synchronized notebook** to sync your notes with your Evernote account.
4. Tap **Create**.







To open or switch to another notebook, simply tap  again, and then tap a notebook name.

Moving notes

1. While a note is opened, tap  > **Move to**.
2. Select the target notebook.

You can also move multiple notes at the same time. On the Notes main screen, tap  > **Move notes** and select the notes you want to move.

Composing a note

1. With a notebook opened, tap .
2. Type in a note title.
3. Compose your note:
 - Tap on the note, and then start typing in your text.
 - Tap  to start audio recording. Tap  to stop recording.
 - Tap  > **Attach** and choose a file type.
 - Tap  to create a drawing and insert it in your note.
 - Tap  to take a photo and insert it in your note.







To resize the photo, image, or drawing that you've attached to your note, press and hold the item, and then tap **Resize**. Press and hold an arrow and then drag it to resize the item.

4. Tap  > **Save**.


To link a note to an event, tap  > **Calendar**.

Creating a drawing

You can create a drawing, scribble, or illustration and include it in your note.

1. With a note opened, tap .
2. Choose a color to use.
3. Draw on the blank area using your fingertip.
4. If you need to erase a part of the drawing, tap  and then move your finger left and right on the area that you want to erase. You can also tap  > **Undo** to erase the last stroke you made.
5. Tap  to insert the drawing in your note.

Importing a webpage to a note




1. While viewing a webpage in Internet, tap  > **Share**.
2. Tap **Notes**. The webpage is imported to a note as an image.

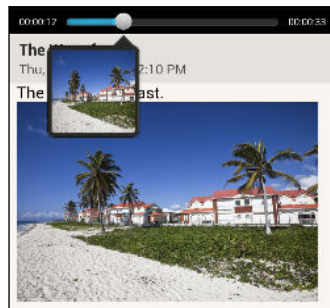
To add text or attach a picture or drawing in your note, tap the space before or after the webpage.

Reviewing a note

Playing an audio recording in Notes


After recording a meeting, you can listen to the audio clip to review key points. If you took notes while audio recording, 'timemarks' (small colored nodes in the audio bar) are added to pin your notes within the audio recording's time frame.

1. Open a note where you have recorded a voice clip.
2. Tap  to play the audio recording.
3. Tap  or  to go to the next or previous timemark. When you're moving from one timemark to another, you'll see a note thumbnail for a quick preview of what you noted down while recording.




You can also tap a particular item on your note to jump to its timemark and hear the audio you've recorded at that time.

Sharing a note

1. With a notebook opened, tap the note that you want to share.
2. Tap  > **Share note**.
3. Choose how you want to share your note.






- For most sharing options, notes are automatically converted and sent as images.
- To print a note, tap  > **Print**. The HTC Butterfly and the printer should be connected to the same Wi-Fi network.

Syncing notes

You can choose whether to automatically or manually sync your notes between HTC Butterfly and your Evernote account on the Web.




You need to log in to your Evernote account from HTC Butterfly to start syncing notes.

1. From the Home screen, tap  > **Notes**.
2. To manually sync notes, tap , and then tap **Sync**.
3. To set Notes to automatically update, tap  on the All notes screen, and then tap **Settings** > **Accounts & sync**.
4. Tap your Evernote account, and then customize your sync settings.

Keeping track of your tasks

Use the Tasks app to organize and track to do and task lists. Create tasks on your phone or sync them with your Google and Microsoft Exchange ActiveSync accounts. You can also see your tasks in Calendar.


To open the Tasks app, tap  > **Tasks**.


To switch between your task accounts, tap  and then tap another account.

Creating a task

1. In the Tasks app, enter the task name in the New task text box.



If you want to create a task and enter the details later, tap  after you've entered the task name.


2. Tap  and then enter the task details.
3. Tap **Save**.

Linking a task to a contact

Helping friends out on a project or event? Link a task to a contact in the People app so that when your friend calls, the task will appear on the screen. You can also filter tasks to show what tasks are associated to a specific contact.



Only tasks under My Tasks can be linked to a contact.



1. While entering the details of the task, tap the text box under People, and enter a name.
2. If you want to link the task to a contact in the People app, tap .
3. Select the contact, and then tap **Save**.
4. Fill in the rest of the details, and then tap **Save**.

Linking a task to a location





Link tasks to a location so that the next time you are in an area, you can check which errands you can do along the way.



You can only link a location to tasks created under My Tasks.



1. While entering the details of the task, tap the text box under Location and enter a location.
2. To specify an area in the map, tap .
3. Move  to an area.
4. Tap **Done**.
5. Enter a name for the location and tap **OK**.
6. Fill in the rest of the details, and then tap **Save**.

The task is plotted on a map with other tasks linked to locations.

- To view these tasks on a map, tap  > **Map view** on the Tasks main screen. Pan across the map until  (location indicator) appears. The location indicator shows how many tasks are linked to that location.
- To view the details of the task, tap .
- To view your location on the map, tap  > **Locate me**.


Managing tasks

1. Go to the list that contains the task.
2. In the list of tasks, you can:

Mark a task complete	Tap the check button next to the task. To view completed tasks, tap  > View completed .
Sort tasks	<ol style="list-style-type: none"> 1. Tap  > Sort. 2. Select how you want to sort the tasks.
Edit a task	<ol style="list-style-type: none"> 1. Tap the task that you want to edit, and then tap Edit. 2. Edit the task details, and then tap Save.
Delete a task	Press and hold the task that you want to delete, and then tap Delete .
Postpone a task	<ol style="list-style-type: none"> 1. Press and hold an overdue task, and then tap Postpone. 2. Choose how long you want to postpone the task.
Move a task to another list	<p>You can only move the task to another list that is under the same account.</p> <ol style="list-style-type: none"> 1. Press and hold the task that you want to move, and then tap Move to. 2. Tap the task list where you want the task to appear.

Viewing the unified task list


You can view and update a unified list of tasks. Tasks are color coded so you can easily distinguish which accounts they belong to.

In the Tasks app, tap  > **All tasks**.





If you want to view tasks that are stored in HTC Butterfly , tap **My tasks**.

Filtering tasks

1. Go to the list that contains the tasks that you want to filter.
2. Tap .
3. From the list, choose how you want to filter the tasks.

Creating a task list


1. In the Tasks app, tap  > **Manage lists**.
2. Tap , and then choose an account for the list.





Lists can't be created for Microsoft Exchange ActiveSync accounts.

3. Enter a name for the list, and then tap **OK**.

Managing task lists


1. In the Tasks app, tap  > **Manage lists**.
2. From here, you can:

Show tasks	To show all tasks under a list, tap a task list.
Rename a list	<ol style="list-style-type: none"> 1. Tap  at the right of a list, and then tap Rename. 2. Enter a new name for the list, and then tap OK.
Delete a list	<ol style="list-style-type: none"> 1. Tap  at the right of a list, and then tap Delete. 2. Tap OK.





You can only delete lists that you created on HTC Butterfly.

Backing up or restoring tasks

1. Go to the list that contains the tasks you want to back up.
2. Tap  > **Import/Export**
3. Tap **Export to SD card** to back up your tasks, or tap **Import from SD card** to restore tasks on your phone.

Changing Tasks settings






1. In the Tasks app, tap  > **Settings**
2. Change the settings and press .

Keeping track of your stocks


Use the Stocks app to get the latest stock updates for stock quotes and market indices you follow.




Downloading stock information automatically may incur extra data fees.

1. From the Home screen, tap  > **Stocks**.
2. On the Stocks main screen, do any of the following:
 - Tap an item to view from the list of stock quotes and market indices.
 - Tap  to update the stock information.
 - Tap  > **Add** to add a stock quote or stock market index.
 - To change the stock list order, tap  > **Edit**. Press and hold  at the end of the item you want to move, then drag it to its new position.
3. When you've selected a particular stock quote or stock market index, you can:
 - View an item's trade information as well as its price chart for a specific period.
 - Tap another date period to view an item's past trade information.

Adding a stock quote or stock market index

1. On the Stocks main screen, tap  > **Add**.
2. Enter the stock quote or stock market index on the text field, and then tap .
3. Tap the stock quote or stock market index you want to add.



To delete an item, tap  > **Edit** while on the Stocks main screen. Select the items you want to delete, and then tap **Delete**.

Google Play and other apps

Getting apps from Google Play

Google Play is the place to go to find new apps for HTC Butterfly. Choose from a wide variety of free and paid apps ranging from productivity apps, entertainment, to games.




- A Google Wallet™ payment service is required to purchase a paid app. You will be asked to confirm method of payment when you purchase an app.
- The name of the Play Store app may differ depending on your region.
- The ability to purchase apps varies by region.

Finding and installing an app

When you install apps and use them on HTC Butterfly, they may require access to your personal information or access to certain functions or settings. Download and install only apps that you trust.





Be cautious when downloading apps that have access to functions or a significant amount of your data on HTC Butterfly. You're responsible for the results of using downloaded apps.

1. From the Home screen, tap  > Play Store.
2. Browse or search for an app.
3. When you find the app that you like, tap it and read its description and user reviews.
4. To download or purchase the app, tap **Install** (for free apps) or the price button (for paid apps).
5. Tap **Accept & download** or **Accept & buy**.

To open the app, tap  on the Home screen. On the All apps screen, tap the app.

Restoring apps from Google Play

Upgraded to a new phone, replaced a lost one, or performed a factory reset? Restore apps that were downloaded previously.

1. From the Home screen, tap  > Play Store.
2. Tap  > My Apps.

3. Slide to All tab, and tap the app you want to restore.
4. Install the app.

For more details, refer to the Google Play help.

Getting help



If you need help or have questions about Google Play, tap  > **Help**.

Uninstalling an app

If you no longer need an app that you've downloaded and installed, you can easily uninstall it.



Most of the preloaded apps cannot be uninstalled.


1. From the Home screen, tap .
2. Press and hold the app you want to remove, and then drag it to .



If you purchased an app in Play Store, you can uninstall it for a refund within a limited time. To know more about the refund policy for paid apps, refer to the Google Play help.


Watching videos on YouTube

Use the YouTube app to check out what's popular on the online video-sharing website.



1. From the Home screen, tap  > **YouTube**.
2. Slide to the left to view the notification panel.
3. Select a category and scroll through the list of videos, and then tap the one you want to watch.
4. While watching a video, you can:
 - Turn HTC Butterfly sideways to watch the video in full screen.
 - Tap the video screen to pause, resume playback, or drag the slider to jump to a different part of the video.
 - Tap a tab to learn more about the video, see related videos, or check out what other viewers think. You can also slide your finger across the tabs to see if there are more items available.

Tap the **YouTube** icon to return to the main screen.

Searching for videos

1. In the YouTube app, tap .
2. In the search box, enter the words you want to search for. As you type, matching items are shown as a list.
3. If what you're searching for is in the list of suggestions, tap the item.



Tap  to enter it in the search box. New suggestions appear and you can enter more text or tap  beside a subsequent suggestion to quickly refine your search.


4. Scroll through the results and tap a video to watch it.



You also have the option to show results that were just recently posted. Tap **All time**, and then select a time period you want.

Saving a video for later

Save a video to your Watch Later list so that it will still be available in YouTube even if you've closed the app.


1. Search the video that you want to save, and tap it.
2. Tap  > **Add to** > **Watch later**.



To view saved videos, in the YouTube notification panel, tap your account name and then tap **Watch later**. Select a video from the list.

Preloading videos


Set the YouTube app to preload videos so that you can watch them without interruptions. Videos are preloaded when HTC Butterfly is being charged and is connected to a Wi-Fi network.

For more information about preloading videos, refer to the YouTube help.


1. In the YouTube app, tap  > **Settings** > **Preloading**.
2. Select what type of videos to preload.

The videos are preloading when  appears on Watch list screen or on the channel you subscribed to. The icon changes to  when the videos are ready to watch.

Clearing the search history

1. In the YouTube app, tap  > **Settings**.
2. Tap **Search** > **Clear search history**.

Sharing a video link

1. On the video's watch screen, tap .
2. Choose how you want to share the video link from the available options.

Listening to FM Radio

Tune in and listen to your favorite radio stations using the FM Radio app.



You need to connect a headset first to the audio jack of HTC Butterfly to use FM Radio. FM Radio uses the stereo headset as the FM radio antenna.

1. From the Home screen, tap  > **FM Radio**.


The first time you open FM Radio, it plays the first FM station found.

2. You can:
 - Tap  or  to go to the next or previous station.
 - Drag the slider to tune in to a frequency on the FM band.
 - Tap  or  to fine tune the radio frequency up or down by 0.1 MHz.
 - Tap  to make a radio station a favorite.
 - Tap  to see other preset stations and those you've marked as favorites.



When you're listening to the radio and the screen turns off, press POWER to turn the screen back on. You can switch to another station directly on the Lock screen.


Closing or turning off FM Radio





- You can use other apps while listening to the radio.
- To turn off FM Radio completely, tap .

Listening to your favorite stations

Choose your favorite stations and easily switch from one station to another.





While listening to your fave station on the FM Radio main screen, tap  to mark it as a favorite.

1. On the FM Radio main screen, tap .
2. Tap  > **Favorites**.
3. Tap one of the stations on the list. The selected station appears on the main screen.
4. Tap  or  to listen to other favorite stations.


Recording voice clips

Use Voice Recorder to capture information during lectures, interviews, or even to create your own audio log.

1. From the Home screen, tap  > **Voice Recorder**.
2. Hold the microphone near the sound source.
3. Tap  to start recording a voice clip.




Voice Recorder can run in the background while you do other things on HTC Butterfly, except when you open other apps that also use audio functions.


4. Tap  to stop recording.
5. Type a name for the voice clip and tap **Save**.

To play back the voice clip, tap .



To show options for deleting or renaming the voice clip, tap .

Managing voice clips



1. On the Voice Recorder screen, tap .
2. Press and hold a voice clip, and then tap an option from the menu. You can share the selected voice clip, set it as a ringtone, or more.

Sharing games and apps

Having fun with a game or app that you found from Google Play? Share your favorite games and apps instantly with your circle of friends.



For your friends to link to the app and download it from Google Play, they must be using an Android device.


1. From the Home screen, tap .
2. Tap  > **Share**.
3. Tap an app, and then choose how to share it.

Internet connections

Data connection


When you turn on HTC Butterfly for the first time, it will be automatically set up to use your mobile operator's data connection (if the SIM card is inserted).

Checking the data connection you're using

1. Slide the Notifications panel open, and then tap .
2. Tap **Mobile data** > **Network operators** or **Access point names**.

Turning the data connection on or off

Turning your data connection off saves battery life and money on data charges.

1. Slide the Notifications panel open, and then tap .
2. Tap the Mobile data **On/Off** switch to turn the data connection on and off.






If you don't have the data connection turned on and you're also not connected to a Wi-Fi network, you won't receive automatic updates to your email, social network accounts, and other synced information.

Adding a new access point

Access Point Names (APNs) connect HTC Butterfly to data networks for services such as mobile web browsing.



Before you add another data connection, have the access point name and settings from your mobile operator ready (including username and password if required).


1. Slide the Notifications panel open, and then tap .
2. Tap **Mobile data** > **Access point names**.
3. On the APNs screen, tap  > **New APN**.
4. Enter the APN settings.
5. Tap  > **Save**.
6. Select the new APN on the APNs screen.

Turning data roaming on or off

Connect to your mobile operator's partner networks and access data services when you're out of your mobile operator's coverage area.



Using data services while roaming may be costly. Check with your mobile operator for data roaming rates before you use data roaming.

1. Slide the Notifications panel open, and then tap .
2. Tap **Mobile data**, and then select or clear the **Data roaming** option.

Select the **Data roaming sound** option if you'd like HTC Butterfly to play a sound so you'll know when it's connecting to a roaming network.

Managing your data usage

If you're on a limited data allowance, it's important to keep track of the activities and apps that usually send and receive data, such as browsing the web, syncing online accounts, and sending email or sharing status updates.

Here are some other examples:

- Streaming web videos and music
- Tuning in to Internet radio
- Playing online games
- Downloading apps, maps, and files
- Refreshing apps to update info and feeds
- Uploading and backing up your files to your online storage account
- Using HTC Butterfly as a Wi-Fi Hotspot
- Sharing your mobile data connection by USB tethering


To help you save on data usage, connect to a Wi-Fi network whenever possible and set your online accounts and emails to sync less frequently.

Keeping track of your data usage

Monitor your data usage so you don't go over your monthly data allowance.



Data usage measured by HTC Butterfly may vary with your actual data usage.


1. Slide the Notifications panel open, and then tap .
2. Under **Wireless & networks**, tap **More**.
3. Tap **Usage**.

4. On the Mobile tab, select **Limit mobile data usage** to automatically disable your data connection when you reach the set limit.
Then, drag the red line marker to set your monthly data limit.
5. Select **Alert me about data usage**, and then drag the green line marker to set an alert before you reach your monthly data limit.
6. Tap **Reset data usage**, and then set the day of the month when your usage cycle resets. This date is usually the start of your monthly billing cycle.
7. Drag the vertical line markers to see how much data you've used during a particular time interval.



If you're connecting HTC Butterfly to another portable Wi-Fi hotspot, tap **>** **Mobile hotspots** to restrict background data from downloading that may incur extra data fees.

Viewing the data usage of apps

1. Slide the Notifications panel open, and then tap .
2. Under Wireless & networks, tap **More**.
3. Tap **Usage**.
4. On the Mobile tab, drag the vertical line markers to see how much data you've used during a particular time interval.
5. Scroll down the screen to see a list of apps and their data usage info.
6. Tap an app to see more details.


Wi-Fi

To use Wi-Fi, you need access to a wireless access point or “hotspot”.



The availability and strength of a Wi-Fi signal varies depending on objects the Wi-Fi signal has to pass through (such as buildings or a wall between rooms).

Turning Wi-Fi on and connecting to a wireless network


1. Slide the Notifications panel open, and then tap .
2. Tap the Wi-Fi **On/Off** switch to turn Wi-Fi on.

3. Tap **Wi-Fi**.

Detected Wi-Fi networks will be listed.




If the wireless network that you want is not listed, tap **⋮** > **Add network** to manually add it.

4. Tap the Wi-Fi network you want to connect to. If you selected a secured network, you'll be asked to enter the network key or password.
5. Tap **Connect**. You'll see the Wi-Fi icon  in the status bar when connected.

The next time HTC Butterfly connects to a previously accessed secured wireless network, you won't be asked to enter the key or other security information again.

Connecting to a Wi-Fi network via WPS


If you're using a Wi-Fi router with Wi-Fi Protected Setup (WPS), you can connect HTC Butterfly easily.

1. Slide the Notifications panel open, and then tap .
2. Tap the **Wi-Fi On/Off** switch to turn Wi-Fi on.
3. Tap **Wi-Fi**.
4. Tap **⋮** > **WPS Push**, and then press the WPS button on your Wi-Fi router.




To use the Wi-Fi Protected Setup (WPS) PIN method, tap **⋮** > **WPS Pin Entry**.

Disconnecting from the current wireless network

1. Slide the Notifications panel open, and then tap .
2. Tap **Wi-Fi**.
3. You can:
 - Tap the wireless network that HTC Butterfly is connected to, and then tap **Disconnect**.
 - If you want to remove the settings for this network, press and hold the network name, and then tap **Forget network**.

Connecting to a different Wi-Fi network

1. Slide the Notifications panel open, and then tap .
2. Tap **Wi-Fi**. Detected Wi-Fi networks are displayed.



To manually scan for available Wi-Fi networks, tap **⋮** > **Scan**.




3. Tap a Wi-Fi network to connect to it.

Logging into a public Wi-Fi network automatically (WISPr)

You can set HTC Butterfly to automatically log into a public Wi-Fi network that you regularly use. This saves you the trouble of going through the Wi-Fi provider's web authentication every time you connect to their Wi-Fi network. Just add your login credentials to the WISPr (Wireless Internet Service Provider roaming) settings.



The access point of the Wi-Fi network needs to support the WISPr web portal. Consult the Wi-Fi provider for details.

1. Slide the Notifications panel open, and then tap .
2. Tap **Wi-Fi**.
3. Tap  > **Advanced**.
4. Under WISPr settings, select the **Auto login** option.
5. Tap **WISPr account settings** > **Add a new account**.
6. Tap each item onscreen to enter the service provider name, your login name (with the full domain name), and password.
7. Tap  > **Save**
8. Turn Wi-Fi on, and then connect to the public Wi-Fi network.




- If you have access to several public Wi-Fi networks, you can add up to five sets of login credentials to the WISPr accounts list.
- In the WISPr accounts list, press and hold an account to remove or edit it.

Connecting to a Wi-Fi network with EAP-TLS security



You need to install a certificate on HTC Butterfly before you can connect to a Wi-Fi network with EAP-TLS authentication protocol. You can get this information from your network administrator.

1. Save the certificate file to the root folder of the storage card.
2. Slide the Notifications panel open, and then tap  > **Security**.
3. Tap **Install from storage**.
4. Select the network certificate needed to connect to the EAP-TLS network.
5. Turn on Wi-Fi and connect to a wireless network.

Connecting to a virtual private network (VPN)

Add virtual private networks (VPNs) so you can connect and access resources inside a secured local network, such as your corporate network.

Before you can connect to your organization's local network, you may be asked to:


- Install security certificates
- Enter your login credentials
- Download and install a required VPN app on HTC Butterfly

Contact your network administrator for details. Also, HTC Butterfly must first establish a Wi-Fi or data connection before you can start a VPN connection.

Adding a VPN connection





You must first set a lock screen PIN or password before you can use credential storage and set up the VPN.

1. Slide the Notifications panel open, and then tap .
2. Under Wireless & networks, tap **More**.
3. Tap **VPN > Add VPN profile**.
4. Enter the VPN settings and set them up according to the security details your network administrator gave you.
5. Tap **Save**.

The VPN is then added to the VPNs section of the VPN settings screen.

Connecting to a VPN

1. Slide the Notifications panel open, and then tap .
2. Under Wireless & networks, tap **More**.
3. Tap **VPN**.
4. Tap the VPN that you want to connect to.
5. Enter your log in credentials, and then tap **Connect**. When you're connected, the VPN connected icon  appears in the notification area of the status bar.

You can then open the web browser to access resources such as your corporate network intranet.

Disconnecting from a VPN


1. Slide the Notifications panel open.
2. Tap the VPN connection to return to the VPN settings screen, and then tap the VPN connection to disconnect from it.

Using HTC Butterfly as a wireless router

Share your data connection with other devices by turning HTC Butterfly into a wireless router.




- Make sure the data connection is turned on.
- You must have an approved data plan associated with your account from your mobile service provider to use this service.

1. Slide the Notifications panel open, and then tap .
2. Under Wireless & networks, tap **More**.
3. Tap **Mobile network sharing** > **Portable Wi-Fi hotspot settings**.
4. Enter a router name or use the default router name.
5. Choose the type of security and set the password (key) for your wireless router. If you selected **None** in Security, you don't need to enter a password.



The password is the key other people need to enter on their device so they can connect and use HTC Butterfly as a wireless router.

6. Select the **Portable Wi-Fi Hotspot** option to turn on the wireless router.


HTC Butterfly is ready to be used as a wireless router when you see  on the status bar.

Sharing your mobile data connection by USB tethering

No Internet connection available for your computer? No problem. Use the data connection of HTC Butterfly to connect to the Internet.



- To make sure that the USB drivers for HTC Butterfly are up-to-date, install the latest version of HTC Sync Manager on your computer.
- Make sure your SIM card is inserted on HTC Butterfly.
- You may need to have USB tethering added to your data plan, and it may incur additional cost. Contact your mobile service provider for details.

1. Slide the Notifications panel open, and then tap .
2. Make sure that mobile data is turned on.
3. Under Wireless & networks, tap **More**.
4. Tap **Mobile network sharing**.

5. Tap **USB network setting**, and then select **USB tethering**.
6. Connect HTC Butterfly to your computer using the provided USB cable. The next time HTC Butterfly connects to a computer, it will remember your settings.




If you often switch between USB tethering and Internet pass-through, select **Smart network sharing** to automatically turn on the connection type you need whenever you connect HTC Butterfly with your computer.

Connecting to the Internet through a computer

If you temporarily don't have Internet access, you can still go online by using your computer's Internet connection.



- To make sure that the USB drivers for HTC Butterfly are up-to-date, install the latest version of HTC Sync Manager on your computer.
- You may need to turn off your local network's firewall. Also, if your computer connects to the Internet via PPP (e.g. Dial UP, xDSL, or VPN), Internet Pass-through will only support TCP protocol.

1. Slide the Notifications panel open, and then tap .
2. Under Wireless & networks, tap **More**.
3. Tap **Mobile network sharing**.
4. Tap **USB network setting**, and then select **Internet pass-through**.
5. Connect HTC Butterfly to your computer using the provided USB cable. The next time HTC Butterfly connects to a computer, it will remember your settings.




If you often switch between USB tethering and Internet pass-through, select **Smart network sharing** to automatically turn on the connection type you need whenever you connect HTC Butterfly with your computer.

Bluetooth

Bluetooth basics

Turning Bluetooth on or off



1. Slide the Notifications panel open, and then tap .
2. Tap the Bluetooth **On/Off** switch to turn it on and off.



Turn off Bluetooth when not in use to save battery power, or in places where using a wireless device is prohibited, such as on board an aircraft and in hospitals.

Changing the device name

The device name identifies HTC Butterfly to other devices.



1. Slide the Notifications panel open, and then tap .
2. If Bluetooth is off, tap the Bluetooth **On/Off** switch to turn it on.
3. Tap **Bluetooth**. The Bluetooth screen opens.
4. Tap , and then tap **Rename phone**.
5. Enter the new name for HTC Butterfly in the dialog box, and then tap **Rename**.

Connecting a Bluetooth headset or car kit


You can listen to music over a Bluetooth stereo headset, or have hands-free conversations using a compatible Bluetooth headset or car kit.



- To listen to music with your headset or car kit, the headset or car kit must support the A2DP Bluetooth profile.
- Before you connect your headset, make it discoverable so HTC Butterfly can find it. Refer to your headset manual for details.

1. Slide the Notifications panel open, and then tap .
2. If Bluetooth is off, tap the Bluetooth **On/Off** switch to turn it on.
3. Tap **Bluetooth**. The Bluetooth screen opens.
4. If you don't see your headset listed, tap , and then tap **Search for devices** to refresh the list.

5. When you see the name of your headset in the Available devices section, tap the name.
6. HTC Butterfly automatically tries to pair with the headset.
7. If automatic pairing fails, enter the passcode supplied with your headset.


The pairing and connection status is displayed below the hands-free headset or car kit name in the Bluetooth devices section. When the Bluetooth headset or car kit is connected to HTC Butterfly, the Bluetooth connected icon  is displayed in the status bar.

Reconnecting a headset or car kit

Normally, you can easily reconnect your headset by switching on Bluetooth on HTC Butterfly, and then turning on the headset. However, you might have to connect manually if your headset has been used with another Bluetooth device.




Make sure that the headset is discoverable. Refer to the headset manual for details.

1. Slide the Notifications panel open, and then tap .
2. If Bluetooth is off, tap the Bluetooth **On/Off** switch to turn it on.
3. Tap **Bluetooth**. The Bluetooth screen opens.
4. Tap the headset's name in the Paired devices section.
5. If prompted to enter a passcode, try 0000 or 1234, or consult the headset/car kit documentation to find the passcode.

If you still cannot reconnect to the headset or car kit, follow the instructions in [Unpairing from a Bluetooth device](#) on page 187, and then follow the steps under [Connecting a Bluetooth headset or car kit](#) on page 185.

Disconnecting or unpairing from a Bluetooth device



Disconnecting a Bluetooth device

1. Slide the Notifications panel open, and then tap .
2. Tap **Bluetooth**. The Bluetooth screen opens.
3. In the Paired devices section, tap the name of the device to disconnect.
4. Tap **OK**.



Tap the name of the device to reconnect it.

Unpairing from a Bluetooth device






1. Slide the Notifications panel open, and then tap .
2. If Bluetooth is off, tap the Bluetooth **On/Off** switch to turn it on.
3. Tap **Bluetooth**. The Bluetooth screen opens.
4. In the Paired devices section, tap  next to the device to unpair.
5. Tap **Unpair**.

Sending information using Bluetooth



Before you begin, set the receiving device to discoverable mode. You may also need to set it to “Receive Beams” or “Receive Files”. Refer to the device’s documentation for instructions on receiving information over Bluetooth.

1. On HTC Butterfly, open the app that contains the information or file you want to send.
2. Follow the steps for the type of item you want to send:

Contact	<ol style="list-style-type: none"> 1. In the People app, tap a contact to view the contact’s details. 2. Tap  and then tap Send contact. 3. Tap Send contact via, and then select Bluetooth.
Calendar appointment or event	In Day view, Agenda view, or Week view, press and hold the event, and then tap Forward > Bluetooth .
Photos or videos	<ol style="list-style-type: none"> 1. In the Gallery app, choose an album. 2. Tap Share > Bluetooth.
Captured photo or video	After capturing, on the Camera preview screen, tap  > Bluetooth . (Note that you must have first set a review duration in Camera settings.)
Music track	With the track displayed on the Music app’s Now playing screen, tap  > Share > Share file > Bluetooth .
Voice recording	On the Voice Recorder list screen, press and hold a voice clip, and then tap Share > Bluetooth .
Browser	<ul style="list-style-type: none"> ▪ On a webpage you want to share, tap  > Share > Bluetooth. ▪ While viewing a webpage in Read mode, tap  > Bluetooth.

3. Turn Bluetooth on and pair with the receiving device, if you're asked to do so.
4. On the receiving device, accept the file.

Where sent information is saved

When you send information using Bluetooth, the location where it's saved depends on the type of information and the receiving device.

If you send a calendar event or contact, it is normally added directly to the corresponding application on the receiving device.

If you send another file type to a Windows computer, it is normally saved in the Bluetooth Exchange folder within your personal document folders.

- On Windows XP, the path may be: C:\Documents and Settings\[your username]\My Documents\Bluetooth Exchange
- On Windows Vista, the path may be: C:\Users\[your username]\Documents
- On Windows 7, the path may be: C:\Users\[your username]\Documents\Bluetooth Exchange Folder


If you send a file to another device, the saved location may depend on the file type. For example, if you send an image file to another mobile phone, it may be saved in a folder named "Images".

Receiving information using Bluetooth

HTC Butterfly lets you receive various files with Bluetooth, including photos, music tracks, contact info, calendar events, and documents such as PDFs.



Refer to the device's documentation for instructions on sending information over Bluetooth.

1. Slide the Notifications panel open, and then tap .
2. If Bluetooth is off, tap the Bluetooth **On/Off** switch to turn it on.
3. Tap **Bluetooth**. The Bluetooth screen opens.
4. Tap the Bluetooth name of your device near the top of the screen to make HTC Butterfly visible to nearby Bluetooth devices.
5. On the sending device, send one or more files to HTC Butterfly.
6. If asked, accept the pairing request on HTC Butterfly and on the receiving device. You may also be prompted to enter the same passcode or confirm the auto-generated passcode on both devices.

You'll then get a Bluetooth authorization request.

7. Tap **Pair**.

8. When HTC Butterfly receives a file transfer request notification, slide the Notifications panel down, tap the incoming file notification, and then tap **Accept**.
9. When a file is transferred, a notification is displayed. Slide the Notifications panel down, and then tap the relevant notification.

When you open a received file, what happens next depends on the file type:

- Media files and documents are usually opened directly in a compatible app. For example, if you open a music track, it starts playing in the Music app.
- For a vCalendar file, choose the calendar where you want to save the event, and then tap **Import**. The vCalendar is added to your Calendar events.
- For a vCard contact file, you can choose to import one, several, or all of those contacts to your contacts list.

Settings and security

Optimizing battery life with power saver mode

Turning power saver mode on helps to increase battery life. It reduces the usage of phone features that drain the battery such as the CPU and display.

1. Slide the Notifications panel open.

If you want to choose which phone features to conserve power for, tap the **Power saver** notification first before you turn power saver mode on.



If **Data connection** is selected, HTC Butterfly automatically disconnects from the mobile network after 15 minutes when it's in sleep mode and the data connection is idle (no download activity, streaming, or data usage). It reconnects and then disconnects periodically when the data connection is idle to save battery power.

2. Tap the check button next to the **Power saver** notification to turn power saver mode on or off.

Getting the battery to last longer

How long the battery can last before it needs recharging depends on how you use HTC Butterfly. HTC Butterfly power management helps to increase battery life.

In times when you need to extend the battery life more, try out some of these tips:

Check your battery usage

Monitoring your battery usage helps you identify what's using the most power so you can choose what to do about it. For details, see [Checking battery usage](#) on page 33.

Manage your connections

- Turn off wireless connections you're not using.

To turn on or off connections such as mobile data, Wi-Fi, or Bluetooth, go to Settings and tap their **On/Off** switches.

- Switch to 2G when you don't need a data connection.

More power is used when you're in low coverage areas. Temporarily turning off your data connection and switching to GSM network mode uses less battery power.

To switch to GSM mode, go to Settings and tap **Mobile data > Network mode > GSM only**.

- Turn GPS on only when a precise location is needed.

To prevent some apps from using GPS in the background, keep the **GPS satellites** setting off. Turn it on only when you need your precise location while using navigation or location-based apps. Go to Settings and tap **Location** to turn this setting on or off.

Manage your display

Lowering the brightness, letting the display sleep when not in use, and keeping it simple helps save battery power.

- Use automatic brightness (the default), or manually lower the brightness.
- Set the screen timeout to a shorter time.
- Don't use a live wallpaper for your Home screen. Animation effects are nice to show off to other people but they drain your battery.

Changing your wallpaper to a plain, black background can also help a little. The less color is displayed, the less battery is used.

- Set the web browser to auto dim the screen while webpages load. Open the Internet app, and then tap **⋮ > Settings > Accessibility > Dim screen during page loading**.

For more details, see [Changing display settings](#) on page 193 and [Personalizing](#) on page 40.

Manage your apps

- Install the latest software and application updates. Updates sometimes include battery performance improvements. See [Updating the HTC Butterfly software](#) on page 18.
- Uninstall or disable apps that you never use.

Many apps run processes or sync data in the background even when you're not using them. If there are apps that you don't need anymore, uninstall them.



If an app came preloaded and can't be uninstalled, disabling the app can still prevent it from continuously running or syncing data. In Settings, tap **Apps > All** tab, select the app, and then tap **Disable**.

Limit background data and sync

Background data and sync can use a lot of battery power if you have many apps syncing data in the background. It's recommended not to let apps sync data too often. Determine which apps can be set with longer sync times, or sync manually.

- In Settings, tap **Accounts & sync** and check what types of data are being synced in your online accounts. When the battery is starting to run low, temporarily disable syncing some data.
- If you have many email accounts, consider prolonging the sync time of some accounts.

In the Mail app, select an account, tap  > **Settings** > **Sync, Send & Receive**, and then adjust the settings under Sync schedule.

- When you're not traveling from one place to another, sync weather updates of only your current location, rather than in all of your named cities. Open the Weather app, and then tap  > **Edit** to remove unneeded cities.
- Choose widgets wisely.
Some widgets constantly sync data. Consider removing the ones that are not important from your Home screen.
- In Play Store, tap  > **Settings**, and then clear **Auto-add widgets** to avoid automatically adding Home screen widgets whenever you've installed new apps. Also clear **Auto-update apps** if you're fine with updating apps from Play Store manually.

Other tips

To squeeze in a little bit more battery power, try these tips:

- Tone down the ringtone and media volume.
- Minimize the use of vibration or sound feedback. In Settings, tap **Sound** and choose which ones you don't need and can disable.
- Check your apps' settings as you may find more options to optimize the battery.

Turning Airplane mode on or off

In many countries, you are required by law to turn off wireless devices while on board an aircraft. A way to turn off wireless functions quickly is to switch HTC Butterfly to Airplane mode.


When you enable Airplane mode, all wireless radios on HTC Butterfly are turned off, including the call function, data services, Bluetooth, and Wi-Fi. However, you can manually turn Bluetooth and Wi-Fi on while Airplane mode is enabled.

When you disable Airplane mode, the call function is turned back on and the previous state of Bluetooth and Wi-Fi is restored.



If USB tethering is turned on, enabling Airplane mode will turn it off. You will need to manually turn USB tethering on after you disable Airplane mode.


Do any of the following to turn Airplane mode on or off:

- Press and hold POWER, and then tap **Airplane mode**.
- Slide the Notifications panel open, and then tap . Tap the Airplane mode On/Off switch to turn it on or off.

When enabled, the Airplane mode icon  is displayed in the status bar.


Changing display settings

Adjusting the screen brightness manually

1. Slide the Notifications panel open, and then tap .
2. Tap **Display, gestures & buttons** (or **Display & buttons**) and then tap **Brightness**.
3. Clear the **Automatic brightness** option.
4. Drag the brightness slider to the left to decrease or to the right to increase the screen brightness.

Adjusting the time before the screen turns off


After a period of inactivity, the screen turns off to conserve battery power. You can set the idle time before the screen turns off.

1. Slide the Notifications panel open, and then tap .
2. Tap **Display, gestures & buttons** (or **Display & buttons**) and then tap **Sleep**.
3. Tap the time before the screen turns off.

Turning automatic screen rotation off




Automatic rotation is not supported in all applications.


1. Slide the Notifications panel open, and then tap .
2. Tap **Display, gestures & buttons** (or **Display & buttons**).
3. Clear the **Auto rotate screen** option.

Recalibrating the G-sensor

Recalibrate the screen if you feel that the screen orientation does not respond properly to the way you hold HTC Butterfly.

1. Slide the Notifications panel open, and then tap .
2. Tap **Display, gestures & buttons** (or **Display & buttons**) and then tap **G-Sensor calibration**.
3. Place HTC Butterfly on a flat and level surface, and then tap **Calibrate**.
4. After the recalibration process, tap **OK**.


Keeping the screen on while charging

1. Slide the Notifications panel open, and then tap .
2. Tap **Display, gestures & buttons** (or **Display & buttons**).
3. Select the **Stay awake** option.


Changing sound settings

Switching between silent, vibration, and normal modes

Do one of the following:


- To change from silent to normal mode, press the VOLUME UP button.
- To change from vibration to normal mode, press the VOLUME UP button twice.
- From the Home screen, slide the notifications panel open and then tap  > **Sound > Sound profile**.

Playing a sound when selecting onscreen items

1. Slide the Notifications panel open, and then tap .
2. Tap **Sound**.
3. Select or clear the **Touch sounds** option.


Lowering the ring volume automatically

HTC Butterfly has a quiet ring feature that automatically lowers the ring volume when you move it.

1. Slide the Notifications panel open, and then tap .
2. Tap **Sound**.
3. Select the **Quiet ring on pickup** option.


Making HTC Butterfly ring louder in your pocket or bag

To help avoid missing incoming calls when HTC Butterfly is in your pocket or bag, the pocket mode feature gradually increases the ring volume and vibrates when you receive a call.

1. Slide the Notifications panel open, and then tap .
2. Tap **Sound**.
3. Select the **Pocket mode** option.


Switching to speakerphone automatically

When you're in a call, you can switch to speakerphone by simply flipping HTC Butterfly over.

1. Slide the Notifications panel open, and then tap .
2. Tap **Sound**.
3. Select the **Flip for speaker** option.


Changing the display language

Changing the language adjusts the keyboard layout, date and time formatting, and more.

1. Slide the Notifications panel open, and then tap .
2. Tap **Language & keyboard > System language**.
3. Tap the language you want to use.

Accessibility settings

Use these settings when you've downloaded and installed an accessibility tool, such as a screen reader that provides voice feedback. You can turn accessibility functions or services on or off.

1. Slide the Notifications panel open, and then tap .
2. Tap **Accessibility** and choose the settings you want.

Protecting your SIM card with a PIN

Add another layer of security for HTC Butterfly by assigning a PIN (personal identification number) to your SIM.



Make sure you have the default SIM PIN provided by your mobile operator before continuing.

1. Slide the Notifications panel open, and then tap > **Security**.
2. Tap **Set up SIM card lock**, then select **Lock SIM card**.
3. Enter the default SIM card PIN, and then tap **OK**.
4. To change the SIM card PIN, tap **Change SIM PIN**.

Restoring a SIM card that has been locked out

If you enter the wrong PIN more times than the maximum number of attempts allowed, your SIM card will become “PUK-locked.”

You need a PUK code to restore access to HTC Butterfly. Contact your mobile operator for this code.

1. On the Phone dialer screen, enter the PUK code, and then tap **Next**.
2. Enter the new PIN you want to use, and then tap **Next**.
3. Enter the new PIN again, and then tap **OK**.

Protecting HTC Butterfly with a screen lock

Protect your personal information and prevent others from using HTC Butterfly without your permission by setting a screen lock pattern, face unlock, PIN, or password.

You'll be asked to unlock the screen every time HTC Butterfly is turned on or when it's idle for a certain period of time.

1. Slide the Notifications panel open, and then tap > **Security**.
2. Tap **Screen lock**.
3. Select a screen lock option and set up the screen lock.
4. Tap **Lock phone after**, then specify the idle time before the screen is locked.




You can also clear **Make pattern visible** or **Make passwords visible** if you don't want your screen lock to display as you enter it onscreen.


Forgot your screen lock pattern?

If you've forgotten your screen lock pattern, you have up to five attempts to try and unlock HTC Butterfly.

If this fails, you can unlock HTC Butterfly by entering your Google Account user name and password.


1. On the unlock screen, enter your lock pattern.
2. After the fifth attempt, when you're asked to wait for 30 seconds, tap **OK**.
3. If the display goes off, press the **POWER** button to turn the display back on, and then unlock the screen.
4. Tap the **Forgot pattern?** button when it appears.
5. Enter your Google Account name and password, and then tap **Sign in**. You'll then be asked to create a new screen lock pattern. If you no longer want to do so, tap **None** or press .

Checking information about HTC Butterfly

1. Slide the Notifications panel open, and then tap .
2. Tap **About** to enable error reporting, view network and hardware information, and more.


Other essentials

Using the onscreen keyboard

When you start an app or select a field that requires text or numbers, the onscreen keyboard becomes available. After entering your text, press  to close the onscreen keyboard.


Selecting a keyboard layout

Choose a keyboard layout that suits your typing style.

1. Slide the Notifications panel open, and then tap  > **Language & keyboard**.
2. Tap **HTC Sense Input > Keyboard selection**.
3. Tap **Keyboard types**, and then select the keyboard layout that you want to use.


Entering text

Simply tap the keys on the onscreen keyboard to enter letters and numbers, as well as punctuation marks and symbols.


- Tap  to enter an uppercase letter. Tap twice to turn on caps lock.
- Press and hold keys with gray characters at the top to enter numbers, symbols, or accented letters. The gray character displayed on the key is the character that will be inserted when you press and hold that key. Some keys have multiple characters or accents associated with them.
- Swipe right to show number keys or swipe left to change keyboard languages (not available if you're using trace keyboard).

Choosing multiple keyboard languages

If multiple keyboard languages are available on HTC Butterfly, you can choose which languages to enable in the onscreen keyboard.

1. Slide the Notifications panel open, and then tap  > **Language & keyboard**.
2. Tap **HTC Sense Input**.
3. Tap **Keyboard selection**, and then choose the languages you want.


Changing the keyboard language

- If you've selected more than one keyboard language, tap the language key (for example, ) until you see the language you want to use.
- Swipe left to change keyboard languages (not available if you're using trace keyboard).

Entering words with predictive text

Predictive text input is enabled by default, and word suggestions are displayed as you type.




Tap  to switch between Multitap and XT9 predictive modes when using the Phone keyboard layout.

To enter a word in predictive mode, do any of the following:

- If the word you want is highlighted in green or orange in the suggestion list, just tap the space bar to insert the word into your text.
- If the word you want shows up in the suggestion list before you finish typing the entire word, tap the word to insert it into your text.
- If there's an arrow to the right of the suggestion list, tap the arrow to see more choices.

Setting a second language for predictive text



You can set the predictive text to be bilingual. As you type, you'll get word suggestions in the languages that you've selected.

1. Slide the Notifications panel open, and then tap  > **Language & keyboard**.
2. Tap **HTC Sense Input** > **Keyboard selection** > **Bilingual prediction**, and then choose the language you want.



Adding a word to the predictive text dictionary

While you're entering text using the Standard keyboard layout, any word you tap on the suggestion list is automatically added.

You can also add a word to the list manually.



1. Slide the Notifications panel open, and then tap  > **Language & keyboard**.
2. Tap **HTC Sense Input**.
3. Tap **Personal dictionary** > .
4. Enter the word you want to add, and then tap **OK**.

Editing or deleting a word in the predictive text dictionary



1. Slide the Notifications panel open, and then tap  > **Language & keyboard**.
2. Tap **HTC Sense Input**.
3. Tap **Personal dictionary**.
 - To edit a word, tap the word.
 - To delete words from the dictionary, tap . Select the words you want to remove, and then tap **Delete**.

Backing up your personal dictionary

You can back up new words you've added to the predictive text dictionary.

1. Slide the Notifications panel open, and then tap  > **Language & keyboard**.
2. Tap **HTC Sense Input**.
3. Tap **Personal dictionary** >  > **Back up to storage** or **Back up to email**.
4. When prompted, tap **OK**.

Importing your personal dictionary


1. Slide the Notifications panel open, and then tap  > **Language & keyboard**.
2. Tap **HTC Sense Input**.
3. Tap **Personal dictionary** >  > **Restore from storage**.
4. When prompted, tap **OK**.

Entering text by tracing

Instead of tapping the keys on the onscreen keyboard, you can "trace" to type words.


1. Slide your finger from one letter to the next to enter a word.
2. Lift your finger when the word is completed. The suggestion list will show possible matches.
3. You can:
 - Tap the space bar to insert a highlighted word.
 - Tap a word from the suggestion list.
 - Tap the arrow next to the suggestion list to see more choices.

Turning trace input on or off

1. Slide the Notifications panel open, and then tap  > **Language & keyboard**.
2. Tap **HTC Sense Input**.
3. Select or clear the **Trace keyboard** option.

Entering text by speaking

No time to type? Try speaking the words to enter them.

1. Tap an area where you want to enter text.
2. On the onscreen keyboard, press and hold .

3. When you see the microphone image, speak out the words you want to type.



To set the voice input language, tap the language bar above the microphone image. You can choose one or more languages. Available languages depend on the voice input languages supported by Google.


4. If a word doesn't match what you've spoken and it's underlined, tap the underlined word to delete it or to see more choices.
5. Enter punctuation marks by saying the name (for example, say *comma*).

Printing

Connect HTC Butterfly to a supported printer and print out documents, email, meeting invitations, photos, and more.



- Both printer and HTC Butterfly must be turned on and connected to the same local network. Connect HTC Butterfly to the local network using Wi-Fi. To learn how to connect the printer to a local network, refer to your printer user guide.
- The local network must not be behind a firewall.

1. While in an app such as Internet, Mail, or Calendar, open the item you want to print.
2. Tap  > **Print** (or **More** > **Print**).
3. On the Print screen, tap the printer you want to use.
4. If there's more than one page to print, set the page range that you want.



Tap **Advanced** to set the page size, print layout, and page orientation, and choose if you want to print in color or black and white.

5. Tap **Print**.

You can check the printing details by opening the Notifications panel, and then tapping the item you're printing.

Printing a photo

1. While in Gallery, open the photo you want to print.
2. Tap the photo. A menu appears.
3. Tap **More** > **Print**, and then tap the printer you want to use.
4. Tap **Print**.

You can check the printing details by opening the Notifications panel, and then tapping the item you're printing.

Adding a printer

If your printer does not show up in the list, you must add it.





The printer must be in the same Wi-Fi network that you are using.

1. From the Print screen, tap **Add printer**.
2. Enter the IP address of the printer that you want to add and choose a port. If you do not know the IP address of the printer, ask for help from your network administrator.
3. Tap **Next**, and then select the manufacturer and model of the printer.
4. Tap **Save**.

The printer appears on the list and you can tap it to print your photo or document.













Stopping running applications using Task Manager


















Use Task Manager to stop a running app or force an app to close if it hangs.

1. From the Home screen, tap  > **Task Manager**.
2. In the Applications list, tap  to the right of the application name to stop it.

Status icons



 Signal strength	 Battery is charging
 GPRS connected	 Battery is low (20% remaining)
 GPRS in use	 Battery is very low (8% or less remaining)
 EDGE connected	 Silent mode
 EDGE in use	 Vibrate mode
 3G connected	 Microphone is mute

 3G in use	 Speakerphone is on
 HSDPA connected	 Wired microphone headset connected
 HSDPA in use	 Wired headset connected
 Roaming	 Bluetooth is on
 No signal	 Connected to a Bluetooth device
 No SIM card installed	 Airplane mode
 Connected to a Wi-Fi network	 GPS is on
 Data synchronizing	 Alarm is set
 Battery is full	

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