

Operation Manual

CONTENTS

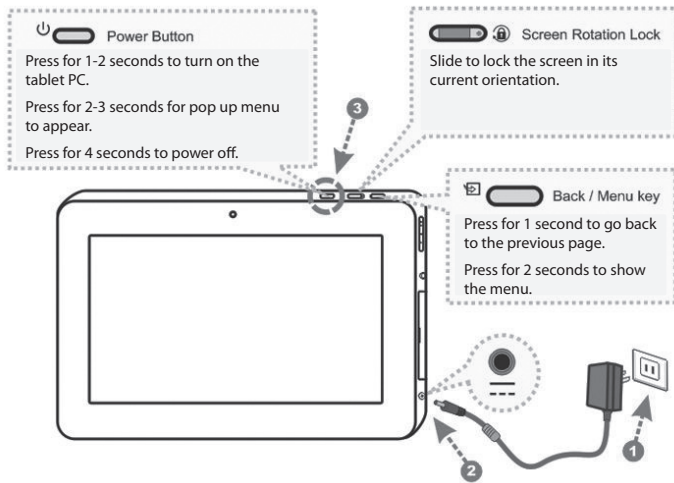
SETTING UP YOUR TABLET FOR THE FIRST TIME.....	4	To move an item on the Home screen.....	15
USING THE DEVICE'S BUTTONS & ICONS.....	5	To remove an item from the Home screen	15
Status icons	5	To change the Home screen wallpaper.....	16
USING THE TOUCHSCREEN.....	6	LOADING AND VIEWING MY MEDIA.....	17
SETTING UP MY INTERNET CONNECTION.....	7	Installing Advent Transfer Companion software	17
Surfing the Internet	7	Using the Advent Transfer Companion software	17
Favourites and Recently Accessed Sites	7	Viewing my media	18
Open and Close Browser Windows	8	MANAGING NOTIFICATIONS	19
EMAIL SETUP	9	To open the Notifications panel	19
To open Email	9	To respond to a notification	19
To add an email account	9	To clear all notifications	19
COMPOSING AND SENDING EMAIL.....	11	To close the Notifications panel	19
To compose and send a message	11	BACKUP, RESTORE AND UPDATING YOUR DEVICE	20
CONNECTING TO BLUETOOTH DEVICES.....	12	Backup your Device	20
GETTING TO KNOW THE HOME SCREEN	13	Restore your Device	20
To wake up the device	13	To perform a software update on your device	20
To return to the Home screen	13	OPTIMISING BATTERY LIFE.....	21
To view other parts of the Home screen	13	To extend the life of your battery	21
LOCKING YOUR SCREEN	14	To check the battery charge level	21
To lock your screen	14	To monitor and control what uses the battery	21
CUSTOMISING THE HOME SCREEN.....	15	TROUBLESHOOTING.....	22
To add an item to the Home screen	15	Resetting your Advent Vega	22

SETTING UP YOUR TABLET FOR THE FIRST TIME

First check what's in your box:

- Tablet computer
- Power Adapter
- Micro SD card (already inserted into your tablet computer)
- SD Card Adapter
- USB cable (type A to type A)
- Safety Manual

You will need to charge your battery, this may take up to 8 hours, but you can use your tablet on the mains while you wait for the battery to charge to 100%.



To get up and running all you need to do is connect the power lead to the tablet and then connect to the mains and follow the on screen instruction to complete setup.









You will see a set of shortcut icons at the bottom of your home screen for your convenience, but you can add more applications to your homescreen by press and holding the icon in the **Application Launcher**.




















USING THE DEVICE'S BUTTONS & ICONS

The device's physical buttons and soft buttons offer a variety of functions and shortcuts. Refer to your setup guide or setting up your tablet for the first time section for details about the location of the buttons on your device.

Button	Press/Slide	Press & Hold (Physical Button only)
Back 	Opens the previous screen you were working in. If the onscreen keyboard is open, closes the keyboard.	Opens a menu with items that affect the current screen or application.
Menu 	Opens a menu with items that affect the current screen or application.	
Home 	Opens the Home screen. If you're viewing the left or right extended Home screen, opens the central Home screen.	
Power 	Turns off the screen.	Opens a menu with options for home, for Silent mode, suspend and for powering off the device.
Volume Up / Down 	Increases or decreases the device volume or media volume in applications, controls the volume of music, and other audio.	Quickly increases the device volume to maximum or minimum.
Screen Rotation Lock 	Slide to lock the screen in its current orientation.	

Status icons

The following icons indicate the status and notification of your device. In addition these icons, applications you install on your device may use their own notification icons.

	Connected to a Wi-Fi network		Problem with sign-in or sync network
	Bluetooth is on		SD card is full
	Connected to a Bluetooth device		An open Wi-Fi network is available
	Alarm is set		Device is connected via USB cable
	Mute		Uploading data
	Battery is very low		Downloading data
	Battery is low		Battery is charging
	Battery is partially drained		Application launcher
	Battery is full		

USING THE TOUCHSCREEN

The main way to control Android features is by using your finger to manipulate icons, buttons, menu items, the onscreen keyboard, and other items on the touchscreen. You can also change the screen's orientation.

Touch To act on items on the screen, such as application and settings icons, to type letters and symbols using the onscreen keyboard, or to press onscreen buttons, you simply touch them with your finger.

Touch & hold Touch & hold an item on the screen by touching it and not lifting your finger until an action occurs. For example, to open a menu for customizing the Home screen, you touch an empty area on the Home screen until the menu opens.

Drag Touch & hold an item for a moment and then, without lifting your finger, move your finger on the screen until you reach the target position. You drag items on the Home screen to reposition them and you can drag to open the Notifications panel.

Swipe or slide To swipe or slide, you quickly move your finger across the surface of the screen, without pausing when you first touch it (so you don't drag an item instead). For example, you slide the screen up or down to scroll a list and you can swipe quickly across the screen to change the home screens.

Double-tap Tap quickly twice on a webpage, map, or other screen to zoom. For example, you double-tap a section of a webpage in Browser to zoom that section to fit the width of the screen. You can also double-tap to control the Camera zoom in other applications. Double-tapping after pinching to zoom in some applications, such as Browser, reflows a column of text to fit the width of the screen.

Pinch In some applications (such as Browser and Gallery), you can zoom in and out by placing two fingers on the screen at once and pinching them together (to zoom out) or spreading them apart (to zoom in).

Rotate the screen On most screens, the orientation of the screen rotates with the device as you turn it from upright to its side and back again. You can turn this feature on and off by switch off rotate lock, mentioned on page 4.

SETTING UP MY INTERNET CONNECTION

Your Advent tablet comes with built in wireless network support. To connect to a wireless network, please follow the steps below:

1. Turn on your Advent Tablet and swipe your finger across the screen to unlock the device.
2. Tap the **HOME** icon at the top left of the screen to return to the home page.
3. Tap the **WIRELESS** icon on the right of the screen – This will take you to the wireless settings page.
4. Tap the tick box next to Wi-Fi ensuring the tick turns green. This will switch on the wireless capabilities of your tablet.
5. It will now detect any wireless networks in range. Once the network you wish to connect to appears in the list below, tap the name to connect.
6. If the wireless network has security enabled, you will be prompted to enter your security key. Then tap **CONNECT**.
7. Congratulations. You should now be connected to your network.

You can make your tablet forget a previously connected network by:

1. Return to the wireless settings page as above.
2. Touch and hold the name of the network you wish to remove.
3. Tap Forget network in the dialogue that appears.

Surfing the Internet

1. You can use the built in Browser application to view webpages and search for information on the web.
2. To open the Browser, press the **HOME** icon to return to your Advent tablet home screen.
3. Then press the **BROWSER** icon from the launcher on the right side of the screen.
4. When you open Browser, the last webpage you were viewing is displayed. If you have not used Browser recently, your home page will open.
5. The web address (URL) of the current page is displayed at the top of the window. To visit a different site simply tap the address bar and type in the address of the site you wish to visit and tap **GO**.



Favourites and Recently Accessed Sites

1. Use the Browser to navigate to the page you wish to bookmark.
2. Touch the **BOOKMARK** icon at the top of screen (next to the address bar) or press **MENU** then select **BOOKMARKS**.
3. Tap the **ADD** square then type the name you want the bookmark to be saved as then tap **OK**.



Note: You can also visit your **most accessed sites** as well as your **history** by tapping the relevant tabs.

Open and Close Browser Windows

The Browser supplied with your Advent tablet supports multiple windows that you can switch between whilst surfing the Internet.

To open a new window:

1. Tap the **MENU** icon located in the status bar to display the Browser menu.
2. Tap **NEW WINDOW**.

To switch between or close windows:

1. Tap the **MENU** icon.
2. Tap **WINDOWS**.
This will display a list of open Internet windows.
3. Tap the window you wish to switch to.

Note: To close an open window, touch the **CROSS** next to the window name.

EMAIL SETUP

The first time you open Email, you are prompted to set up an email account. After that, you can configure Email to send and receive email from additional accounts. The accounts that you configure are displayed in the Accounts screen.

The Email setup wizard helps you set up your account for many popular email systems, including those based on IMAP and POP3, so you can read and work with the same email as you do on a computer, a web browser or with another email application. If your service provider requires additional settings, or if your service provider is unknown to Email, you can enter the necessary details manually, though you will typically need to contact your email service provider to determine the right settings for your account. You can also set up a Microsoft Exchange ActiveSync account (Exchange 2003 and 2007), so you can read and work with the same email as you do on a computer using Microsoft Outlook. Email supports username and password authentication for Exchange ActiveSync accounts, and your IT administrator may set additional security policies for the account (contact your IT administrator for more information).

To open Email

1. Touch the **EMAIL** icon on the Home screen or in the Launcher.
2. The first time you open Email, a setup wizard opens to help you add an email account.
3. After the initial setup, Email opens to the last screen you were viewing or, if you have not used Email recently, it displays the contents of your Inbox (if you have only one account) or the Accounts screen (if you have multiple accounts).

To add an email account

1. Press **MENU** and open the Accounts screen.
2. Press **MENU** again and touch **ADD ACCOUNT**.
3. In the Setup Email screen, enter your email address and password.
4. If you're adding a second or subsequent email address, you can also check the option to use the new account to send all outgoing messages.
5. Touch **NEXT**. Or, if you need to enter email account settings the wizard can't configure for you, touch **MANUAL SETUP**. If you touch **NEXT**, Email attempts to communicate with your email service provider to validate your account for sending and receiving mail, using just your email address and password. This is sufficient for most email services. Depending on the service provider, you may be asked what kind of email account you have. If you're not sure, check the settings in the application you use to send and receive email on your computer, or ask your email service provider. If the wizard determines that your service provider requires additional information, or if you touched **MANUAL SETUP**, you're prompted to enter your email account details.
6. The details you enter are different, depending on the email service type. Contact your email service provider for the values required for your account.
7. If you are adding an Exchange ActiveSync account, you're prompted to set how often and how you want to check for new email, how many days or weeks' worth of email to store on your device, and a number of other options.

8. Enter any other information requested by the type of account you're adding and touch **DONE**.
9. Enter a name for the account and touch **DONE**.
10. Email starts downloading your email messages and you can start using it to send and receive messages using the new account.

COMPOSING AND SENDING EMAIL

You can send email to your contacts or to other people or groups.

To compose and send an Email

1. Press **MENU** and touch **COMPOSE**.
2. Address the message.
As you enter text, matching addresses are offered from your Contacts. You can touch a suggested address or enter a new one. Separate multiple addresses with commas.
3. Press **MENU** and touch **Add Cc/Bcc** to address a copy or blind copy of the message.
4. Enter a subject for the message.
5. Enter the text of the message.
6. Press **MENU** and touch **ATTACH** to send a photo with the message.
7. Touch **SEND**.

CONNECTING TO BLUETOOTH DEVICES

Bluetooth is a short-range wireless communication technology and is included with your Advent tablet. This can be used to connect to various devices and is configured by completing the following steps:

1. Press the **HOME** icon to get to the Advent tablet home screen.
2. Tap the **APPLICATIONS** icon to display your applications list.
3. Tap the **SETTINGS** icon then **WIRELESS & NETWORKS**.
4. Check or uncheck **BLUETOOTH** to switch it on or off.
5. Tap **BLUETOOTH SETTINGS** – this will display a list of detected Bluetooth devices. To rescan tap **SCAN FOR DEVICES**.
6. Once your device you wish to connect to appears, tap its name to pair them.



Note: Some Bluetooth devices will need to be put into a special 'discoverable' mode to before they can be paired and/or require a passcode to complete the process. Please consult the documentation that came with the device for more information.

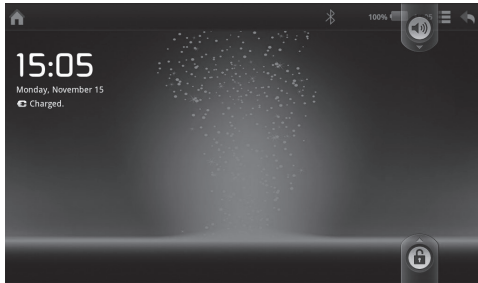
GETTING TO KNOW THE HOME SCREEN

To wake up the device

If you don't use the device for a while, the Home screen or other screen you are viewing is replaced with the lock screen and then the screen darkens, to conserve the battery.

Press the **POWER** button.

When the below lock screen appears drag the **Lock** icon up. The Last screen you were working on will open.



See locking your screen to set password, pin or pattern to securely lock your device.

To return to the Home screen

- Press the **HOME** icon at any time, in any application.



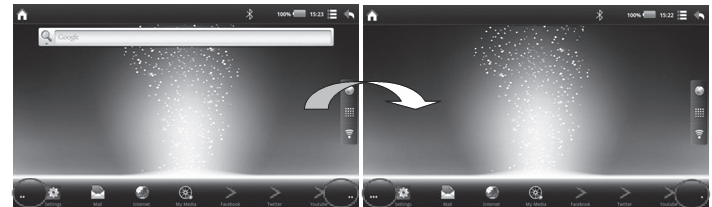
To view other parts of the Home screen

Slide your finger left or right across the Home screen.

These extensions to the Home screen provide more space for widgets, shortcuts, and other items. For more on sliding, see "**Using the touchscreen**" section.

Small dots at the lower left and right indicate which screen you're viewing.

Touch & hold the small dots on the lower left or right of the screen to view thumbnails of the Home screen and its extensions, which you can touch to open.



LOCKING YOUR SCREEN

To lock your screen

1. On the Home screen, press **MENU** and touch **SETTING > LOCATION & SECURITY**.
2. Touch **SET UP SCREEN LOCK**.
3. If you already have a screen lock configured, touch **CHANGE SCREEN LOCK** to change how you lock your screen or to turn off screen locking.
4. Touch **PATTERN, PIN** or **PASSWORD**.
If you touch **PATTERN**, you're guided to create a pattern you must draw to unlock the screen. The first time you do this, a short tutorial about creating an unlock pattern appears. You can press **MENU** and touch **HELP** at any time for a refresher. Then you're prompted to draw and redraw your own pattern.
5. If you touch **PIN** or **PASSWORD**, you're prompted to set a numeric PIN or a password you must enter to unlock your screen.
6. The next time you turn on your device or wake up the screen, you must draw your unlock pattern or to enter your PIN or password to unlock the screen.

CUSTOMISING THE HOME SCREEN

You can add application icons, shortcuts, widgets, and other items to any part of the Home screen. You can also change the wallpaper.

To add an item to the Home screen

1. Open the Home screen where you want to add the item.
2. Press **MENU** and touch **ADD**.
Or just touch & hold an empty location on the Home screen.
3. If there are no empty spots on the Home screen, **ADD** is dimmed; you must delete or move an item before you can add another item, or switch to another Home screen.
4. In the menu that opens, touch the type of item to add.
5. You can add the following types of items to the Home screen.

Shortcuts Add shortcuts to applications, a bookmarked webpage, a favourite contact, a music playlist, and many other items.

The shortcuts available depend on the applications you have installed.

Widgets Add any of a variety of miniature applications (widgets) to your Home screen, including a clock, a music player, a picture frame, the Google search bar and a power control.

Folders Add a folder where you can organize Home screen items, or folders that contain all your media files. Your folders' contents are kept up to date automatically.

To move an item on the Home screen

1. Touch & hold the item you want to move, until it increases in size. Don't lift your finger.
2. Drag the item to a new location on the screen.
3. Pause at the edge of the screen to drag the item onto another Home screen pane.
4. When the item is where you want it, lift your finger.

To remove an item from the Home screen

1. Touch & hold the item you want to remove, until it increases in size. Don't lift your finger.
2. The Launcher icon changes to a **TRASH CAN** icon.
3. Drag the item to the Trash Can icon.
4. When the icon turns red, lift your finger.

To change the Home screen wallpaper

1. Press **MENU** and touch **WALLPAPERS**.
2. You can also touch & hold an empty area of the Home screen and in the menu that opens, touch **WALLPAPERS**.
3. Touch **GALLERY, LIVE WALLPAPERS, or WALLPAPERS**.
4. Touch **GALLERY** to use a picture that you have captured using the camera or copied to your Device.
5. Touch **LIVE WALLPAPERS** to open a scrolling list of animated wallpapers installed on your device. Some live wallpapers change according to the time of day, in response to touching the screen, tell the time, or offer other information. Some live wallpapers have a **SETTINGS** button.
6. Touch **WALLPAPERS** to open a screen where you can sample the wallpaper images that come with the device. Slide the miniature images left and right to view the samples. Touch a sample to view a larger version.
7. Touch **SAVE** or **SET WALLPAPER**.

LOADING AND VIEWING MY MEDIA

You can use the Advent Transfer Companion software to easily copy media to your tablet. Note: The transfer companion is only compatible with Windows XP, Windows Vista and Windows 7 operating systems.

Installing Advent Transfer Companion software

To install the companion software, please follow the steps below:

1. Connect your Vega tablet to your computer using the USB cable provided.
2. You will notice a **USB symbol** appear on the tablet in the notification area at the top of the screen – **Drag this bar down** to display the contents.
3. Press the **USB CONNECTED** button then press **TURN ON USB STORAGE** button.
4. Windows should now display an Autorun prompt. Select **BROWSE** or **OPEN DEVICE**. If this prompt does not appear, open **MY COMPUTER** on your PC and double-click on the **REMOVABLE DISK** that should appear.
5. Double-click on the **VegaMedia** folder, then double-click on **setup.exe** and follow the on-screen instructions to install.
6. Once the installation is complete, you can start the software by double-clicking the **ADVENT TRANSFER COMPANION** icon on your desktop. Note: This companion will now automatically run each time the system starts.

Using the Advent Transfer Companion software

Once installed, when you next connect your Advent Vega tablet to your computer and turn on USB storage, the companion software will automatically open.

To copy files to your device, simply drag them onto the relevant icon. E.g. drag your picture files onto the Photos icon.

To view the files you already have on your tablet, click the relevant icon. E.g. click the Video's icon to display the contents of your Video's folder on your tablet.

If you hide the application by clicking the red cross button, you can re-show it by either:

- Double-clicking the Advent Transfer Companion icon on your desktop.
- Locate the Advent Transfer Companion icon in your Windows System Tray/Notification Area and double-clicking it.

To get more help, locate the Advent Transfer Companion icon in your Windows System Tray/Notification Area, then right-click and select Help. The contents will change depending on whether the tablet is connected and ready to use.

Viewing my media

You can view your media on the Advent Vega tablet by using some of the built in applications detailed below. Note: You should unplug the USB cable from your tablet before opening the applications below to ensure your tablet can access your files.

- Music:** Tap the **APPLICATIONS** icon then tap the **MUSIC** icon. You can then browse by Artist or Albums. Tap the song(s) to play them.
- Photos/Videos:** Tap the **APPLICATIONS** icon then tap the **GALLERY** icon. Your photos' and videos will appear here.
- Files:** To view the files located on your device tap the **APPLICATIONS** icon then tap the **iFILEMANAGER** icon.

MANAGING NOTIFICATIONS

When you receive a notification, its icon appears in the Status bar, along with a summary that appears only briefly. For a table of notification icons, see **Device's button** and **Icons** section.

You can open the Notifications panel to view a list of all your notifications.

To open the Notifications panel

1. Drag the **STATUS BAR** down from the top of the screen.
2. On the Home screen, you can also press **MENU** and tap **NOTIFICATIONS**.
3. The Notifications panel a list of your current notifications. Notifications about on-going activities are listed first, followed by notifications about events, such as new mail notifications.

To respond to a notification

1. Open the Notifications panel.
2. Your current notifications are listed in the panel, each with a brief description.
3. Tap a notification to respond to it.
4. The Notifications panel closes. What happens next depends on the notification. For example, download and installed apps.

To clear all notifications

1. Open the Notifications panel.
2. Tap **CLEAR** at the top right of the panel.
3. All event-based notifications are cleared; on-going notifications remain in the list.

To close the Notifications panel

Drag the tab at the bottom of the Notifications panel to the top of the screen. Or just press the **BACK** button.

The panel also closes when you tap a notification to respond to it.

BACKUP, RESTORE AND UPDATING YOUR DEVICE

For support and latest software updates please go to:

<http://support.thetechguys.com/vega>

Save all software updates to root directory of your Micro SD Card.

Backup your Device

On the Home screen, touch **APPLICATION LAUNCHER** and touch **SETTING** icon, scroll down and touch **SOFTWARE TOOL**, touch **APPLICATION BACKUP**, type a name for the backup file and touch **OK**. Your device will restart and back up your applications.

Restore your Device

On the Home screen, touch **APPLICATION LAUNCHER** and touch **SETTING** icon, scroll down and touch **SOFTWARE TOOL**, touch **APPLICATION RESTORE**, touch on the file name you gave for the backup file to restore the applications, then touch **ACCEPT** and finally touch **OK**. Your device will restart and proceed to restore your applications and when complete the unit reboot once more.

To perform an software update on your device

On the Home screen, touch **APPLICATION LAUNCHER** and touch **SETTING** icon, scroll down and touch **SOFTWARE TOOL**, touch **SOFTWARE UPDATE** and then finally touch the update file that you saved to the Micro SD Card.

Once the Device has been updated, it will reboot to complete the installation.

OPTIMISING BATTERY LIFE

You can extend your battery's life between charges by turning off features that you don't need. You can also monitor how applications and system resources consume battery power.

To extend the life of your battery

1. Turn off radios that you aren't using.
2. If you aren't using Wi-Fi or Bluetooth, use the Settings application to turn them off.
3. Turn down screen brightness and set a shorter screen timeout.
4. If you don't need them, turn off automatic syncing for email and other applications.
5. Use the Power Control widget to check and control the status of radios, the display brightness, and syncing. See customising the Home Screen.

To check the battery charge level

1. On the Home screen, press **MENU** and touch **SETTINGS > ABOUT DEVICE > STATUS**.
2. The battery status (charging, discharging) and level (as a percentage of fully charged) are displayed at the top of the screen.

To monitor and control what uses the battery

1. The Battery Use screen shows which applications consume the most battery power. You can also use it to turn off applications that you've downloaded, if they are consuming too much power.
2. On the Home screen, press **MENU** and touch **SETTINGS > ABOUT DEVICE > BATTERY USE**.
3. The Battery Use screen lists the applications that have been using the battery, from greatest to least battery use.
4. The top of the screen displays the time since you were last connected to a charger or, if you're currently connected to one, how long you were running on battery power before you connected to a charger.
5. Then each application or service that used battery power during that time is displayed, in order of the amount of power they used.
6. Touch an application in the Battery Use screen to learn details about its power consumption.
7. Different applications offer different kinds of information. Some applications include buttons that open screens with settings to adjust power use.

TROUBLESHOOTING

Resetting your Advent Vega

In the event that your Advent Vega crashes, you can force the device to shut down by holding the **POWER** button for 10 seconds. Resetting your Advent will not erase any data from your device.

If your Advent Vega does not respond correctly or does not start properly, you can try to remedy this situation with a full system recovery.

Please go to: <http://support.thetechguys.com/vega>

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