

My Samsung Galaxy Note® 3



Craig James Johnston
Guy Hart-Davis

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My Samsung
Galaxy Note® 3

Craig James Johnston
Guy Hart-Davis

que®

800 East 96th Street,
Indianapolis, Indiana 46240 USA

My Samsung Galaxy Note® 3

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About the Authors

Craig James Johnston has been involved with technology since his high school days at Glenwood High in Durban, South Africa, when his school was given some Apple][Europluses. From that moment, technology captivated him, and he has owned, supported, evangelized, and written about it.

Craig has been involved in designing and supporting large-scale enterprise networks with integrated email and directory services since 1989. He has held many different IT-related positions in his career ranging from sales support engineer to mobile architect for a 40,000-smartphone infrastructure at a large bank.

In addition to designing and supporting mobile computing environments, Craig cohosts the CrackBerry.com podcast as well as guest hosting on other podcasts, including iPhone and iPad Live podcasts. You can see Craig's previously published work in his books *Professional BlackBerry*, and many books in the *My* series, including *My BlackBerry Curve*, *My Palm Pre*, *My Note II*, *My HTC One*, *My DROID* (first and second editions), *My Motorola Atrix 4G*, *My BlackBerry PlayBook*, and *My HTC EVO 3D*.

Craig also enjoys high-horsepower, high-speed vehicles and tries very hard to keep to the speed limit while driving them.

Originally from Durban, South Africa, Craig has lived in the United Kingdom, the San Francisco Bay Area, and New Jersey, where he now lives with his wife, Karen, and a couple of cats.

Craig would love to hear from you. Feel free to contact Craig about your experiences with *My Samsung Galaxy Note 3* at <http://www.CraigsBooks.info>.

All comments, suggestions, and feedback are welcome, including positive and negative.

Guy Hart-Davis is the author of approximately 100 computer books, including *Kindle Fire Geekery* and *How to Do Everything: Samsung Galaxy Tab*.

Dedication

"I love deadlines. I like the whooshing sound they make as they fly by."

—Douglas Adams

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In this chapter, you become familiar with the external features of the Galaxy Note 3 and the basics of getting started with the Android operating system. Topics include the following:

- Getting to know your Galaxy Note 3's external features
- Getting to know your Galaxy Note 3's S Pen (Stylus)
- Learning the fundamentals of Android 4.3 (Jelly Bean) and TouchWiz
- Setting up your Galaxy Note 3 for the first time
- Installing desktop synchronization software

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Getting to Know Your Samsung Galaxy Note 3

Let's start by getting to know more about your Galaxy Note 3 by examining the external features, device features, and how the Android 4.3 operating system works.

In addition to Android 4.3 (Jelly Bean), this chapter covers the Samsung TouchWiz interface, which is overlaid on top of Android to adjust the way things look and function.

Your Galaxy Note 3's External Features

Becoming familiar with the external features of your Galaxy Note 3 is a good place to start because you will be using them often. This section covers some of the technical specifications of your Galaxy Note 3, including the touchscreen, camera, and S Pen. There are many versions of the Samsung Galaxy Note 3, but no matter which one you own or which wireless carrier you use to connect it, the exterior, functionality, and look and feel of the interface is exactly the same.

Front



- **Proximity sensor**—Detects when you place your Galaxy Note 3 against your head to talk, which causes it to turn off the screen so that your ear doesn't inadvertently activate things on the screen.
- **Light sensor**—Adjusts the brightness of your Galaxy Note 3's screen based on the brightness of the ambient light.
- **Earpiece**—The part you hold against your ear while on a call.
- **Indicator light**—Indicates new events (such as missed calls, new Facebook messages, or new emails).
- **Front camera**—2.0-megapixel front-facing camera that you use for video chat, taking self-portraits, and even unlocking your Galaxy Note 3 using your face.

- **Touchscreen**—The Galaxy Note 3 has a 5.7" 1080×1920-pixel Full HD Super AMOLED HD (Super Active-Matrix Organic Light-Emitting Diode) screen that incorporates capacitive touch.
- **Back button**—Touch to go back one screen when using an application or menu. This is a touch-sensitive button.
- **Menu button**—Touch to see a context-aware menu of options based on the screen or app you are using.
- **Home button**—Press to go to the Home screen. The application that you are using continues to run in the background. Press and hold to see a list of recently used apps and switch between them. This is a physical button.

Back



- **Volume up/down buttons**—Enables you to control the audio volume on calls and while playing audio and video.

- **Power button**—Allows you to wake up your Galaxy Note 3 by pressing once. Press and hold for one second to reveal a menu of choices. The choices enable you to put your Galaxy Note 3 into Silent mode, Airplane mode, or power it off completely.
- **Rear camera**—13-megapixel camera with autofocus that takes clear pictures close-up or far away.
- **LED (light-emitting diode) camera flash**—Helps to illuminate the surroundings when taking pictures in low light.
- **Back cover removal point**—Allows you to remove the back cover. Insert your fingernail and pull to remove the back cover. After you have removed the back cover, you can install or swap SIM cards, and insert or swap the Micro-SD memory card.

Top



- **3.5mm headphone jack**—Plug in your Galaxy Note 3 or third-party headsets to enjoy music and talk on the phone.
- **Noise canceling microphone**—Use in conjunction with the regular microphone on phone calls to reduce background noise. This microphone is also used when you record videos.

Bottom



- **MHL 2.0-compliant Micro-USB 3 port**—You can use the Micro-USB 3 port to synchronize your Galaxy Note 3 to your desktop computer and charge it, but because it is Mobile High-definition Link (MHL) compliant, you can use it to play movies on your TV via high-definition multimedia interface (HDMI) using a special cable or dock.
- **Speaker**—Produces audio when you use the speakerphone or when you play audio.
- **Microphone**—You use the microphone when you are on a call and holding your Galaxy Note 3 to your ear.
- **S Pen (Stylus)**—Pull the S Pen out of its holder to draw on the screen and interact with apps. Read more about the S Pen in the next section.

S Pen

Your Samsung Galaxy Note 3 comes with a stylus, which Samsung calls the S Pen. The S Pen is stored in the Galaxy Note 3 on the right side and you pull it out from the lower right. This section covers some of the S Pen's features and functions.

Getting to Know the S Pen

Let's take a look at the S Pen itself and learn about its features.

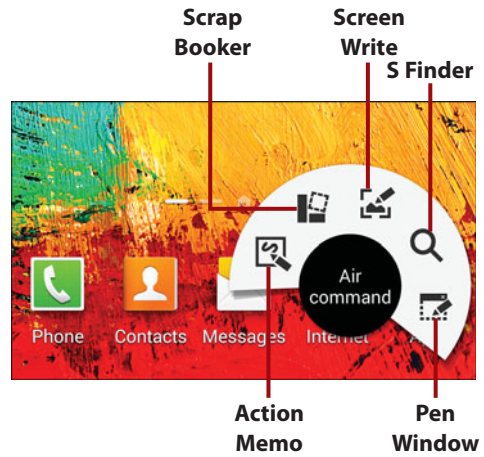


- **Stylus tip**—The S Pen stylus tip is what makes contact with the screen as you write and draw. The stylus tip is pressure sensitive so it knows how hard or soft you are pressing. This is particularly useful for drawing as pressure translates into line thickness.
- **S Pen button**—The S Pen button adds extra functionality to the S Pen. When you press the button as you drag the pen on the screen, you can perform functions, such as moving between screens, taking screenshots, and even cutting out parts of any screen.

Air Command

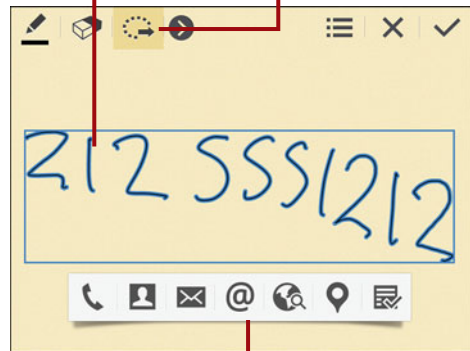
When you remove your S Pen, Air Command is the first thing that pops up. Air Command gives you quick access to useful S Pen functionality.

- **Action Memo**—Write in a special note area and tell your Note 3 to take action on what you write. For example, write a phone number and tell Action Memo to dial that number.
- **Scrap Booker**—Capture a part of the screen by drawing around the area you want to capture. The captured images are saved to the Scrapbook app.



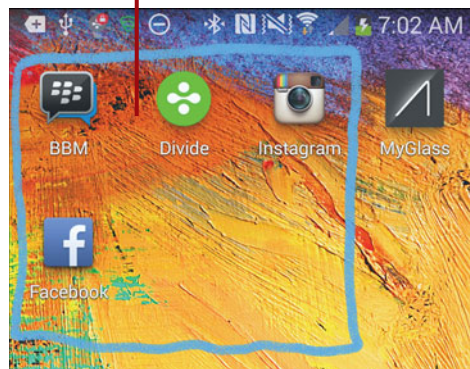
Write something first...

...then touch here...



...and lastly choose an action

Draw around an area on the screen

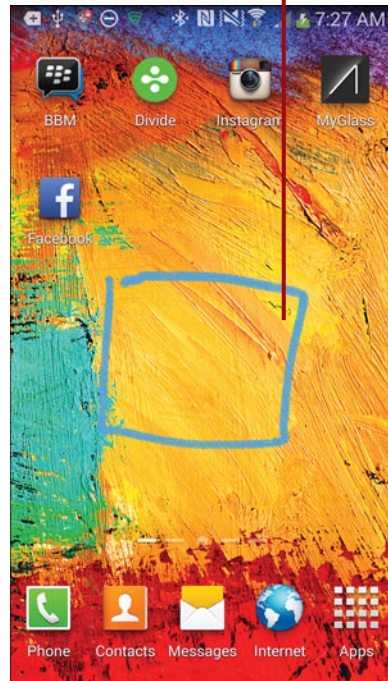


- **Screen Write**—Capture the entire screen and then write on the image of the captured screen. Your image is saved in the Gallery app in the Screenshots album.



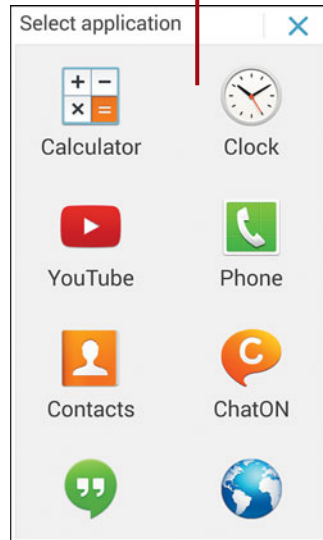
Touch
to save

Draw on the screen Draw a box on the screen

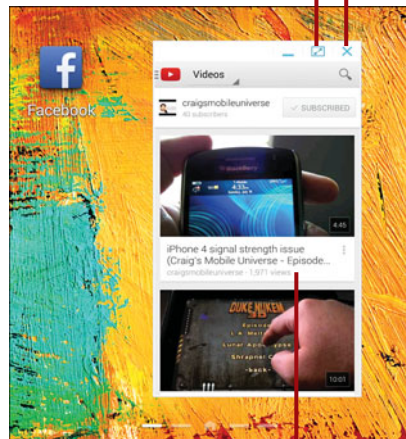


- **S Finder**—Allows you to search your Note 3 for apps and other content, plus search the Internet.
- **Pen Window**—Allows you to draw a box of any size on the screen. You see a box with some app choices. Selecting an app launches it in a small window over whatever you are doing. You can use the app like you normally do even while it's in the small window.

Select an app to run



Touch to make the app go full screen Touch to close the app



App runs in a small window

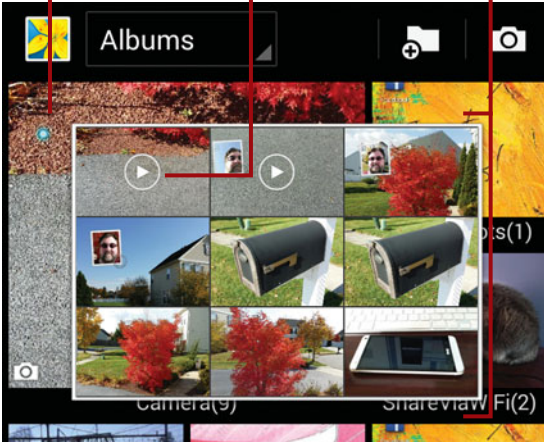
Air View

Air View is a feature that shows you a preview of information about an object and enables you to interact with it when you hover the S Pen or finger near the screen over an object that is Air View enabled. Make sure that Air View is turned on in Settings before you try to use it. Please refer to Chapter 2, “Customizing Your Galaxy Note 3,” to see how to turn on Air View and customize how it works. This section shows you some examples of using Air View.

Hover over an album in the Gallery app

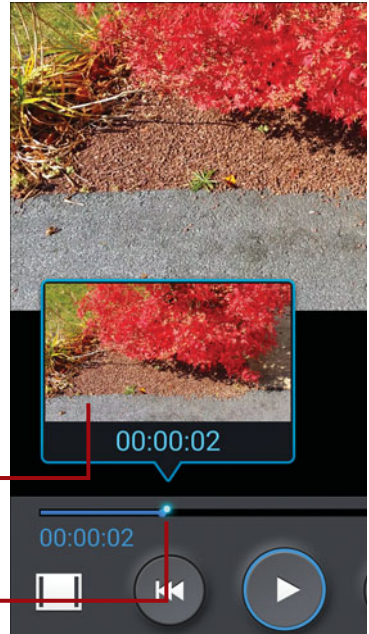
Touch a picture or video to open it

Album preview is shown

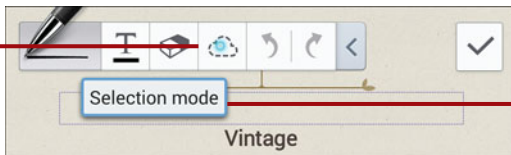


Touch previewed frame to jump to it

Hover over the video progress bar and move left and right to scrub through the video



Hover over a menu icon



Information about the menu icon is shown

It's Not All Good

Air View Is Not Always Available

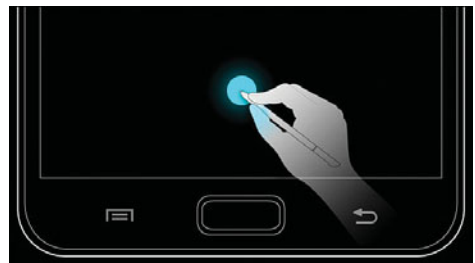
Apps must be specifically written to support Air View, which means that as of the writing of this book there are not very many apps you can use with Air View. For example, although you can use Air View to preview emails in the Email app (which is written by Samsung), Air View does not work in Gmail. Air View is also a little buggy because it sometimes does not work. For example, Air View is supposed to work in the Contacts app to preview contact information, but it does not. By the time you read this book, some updates might have addressed the bugginess of Air View, and vendors like Google might have updated their apps to add support for Air View.

Gestures

While holding the S Pen button, you can draw symbols on the screen to take actions such as going back to the previous screen or bringing up the menu. Here are some examples.



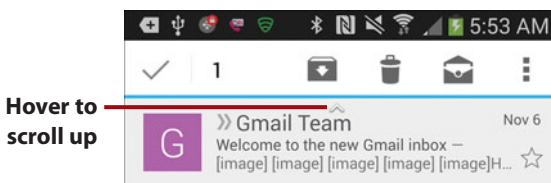
Double-tap to create a new S Note



Press and hold to take a screenshot

Scrolling Using the S Pen

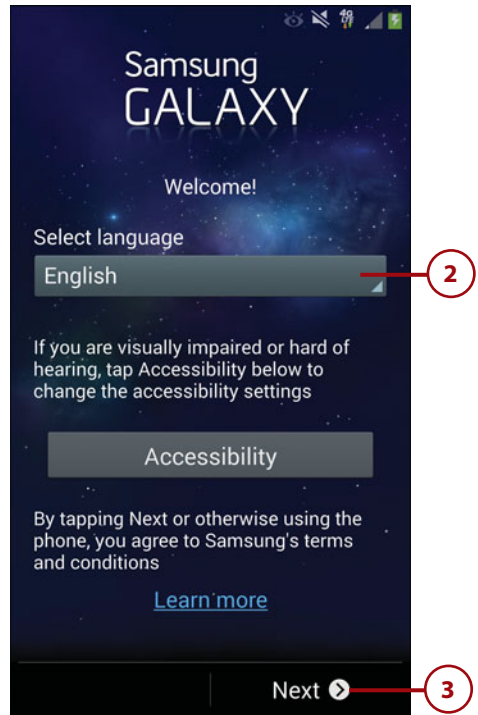
You can scroll up and down by hovering your S Pen at the top or bottom of an area of the screen that scrolls, such as a message list. For this gesture, you must not press the S Pen button—just hover at the top or bottom of the scroll area. You see an arrow indicating that the scrolling gesture has been recognized.



First-Time Setup

Before setting up your new Samsung Galaxy Note 3, you should have a Google account because your Galaxy Note 3 running Android is tightly integrated into Google. When you have a Google account, you can store your content in the Google cloud, including any books and music you buy or movies you rent. If you do not already have a Google account, go to <https://accounts.google.com> on your desktop computer and sign up for one.

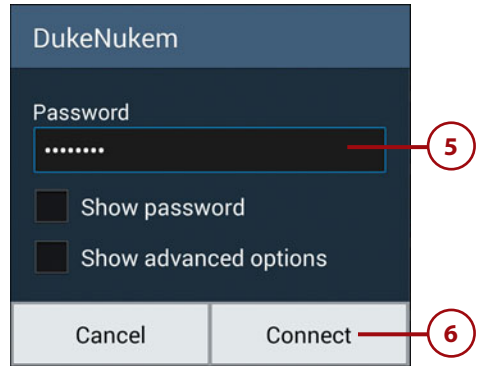
1. Touch and hold the Power button until you see the animation start playing.
2. Touch to change your language if needed.
3. Touch Next.
4. Touch a Wi-Fi network to connect. If you'd rather not connect to a Wi-Fi network, touch Next and continue at step 8.



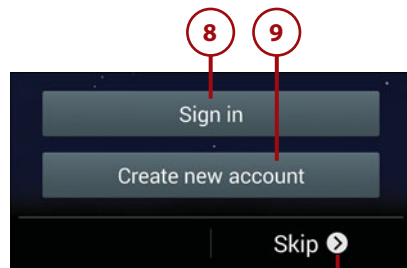
Touch to skip and use cellular data



5. Enter the password for the Wi-Fi network using the onscreen keyboard.
6. Touch Connect. Your Galaxy Note 3 connects to the Wi-Fi network.
7. Touch Next.
8. Touch to sign in to your Samsung account, if you have one, or touch Skip and jump to step 17.
9. Touch to create a new Samsung account, if you don't have one, or touch Skip and jump to step 17.



Indicates that you are connected to the network

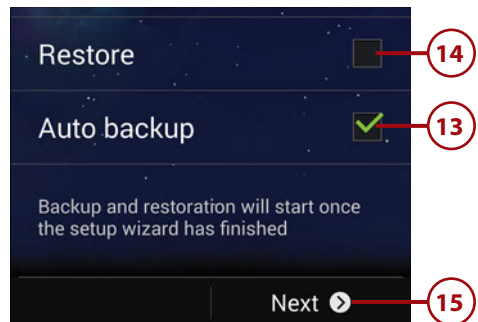
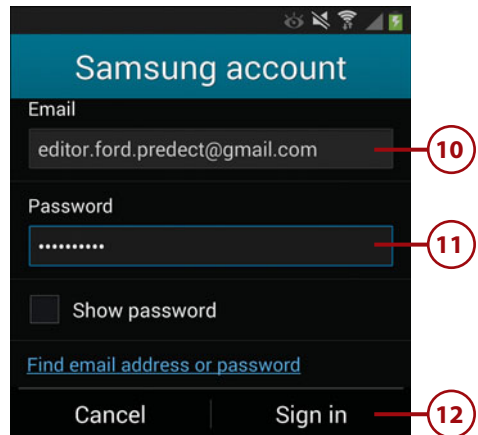


Touch to skip this step

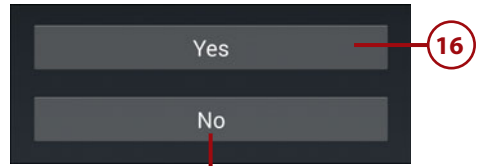
DO I NEED A SAMSUNG ACCOUNT?

Android was designed to be used with a Google account. That Google account enables you access to the Google ecosystem of Android apps, music, movies, and books, plus your phone's settings are backed up to the Google cloud. If you change devices, your new device reverts to the way you had your old device set up. A Samsung account does a similar thing, but it uses the Samsung ecosystem. Technically, you don't really need a Samsung account because a Google account provides everything you need. However, Samsung uses the Samsung account to enable certain Samsung-specific features on your Galaxy Note 3 (and other Samsung Android phones and tablets). These include Group Cast and Share Shot, which both involve sharing content in a group setting.

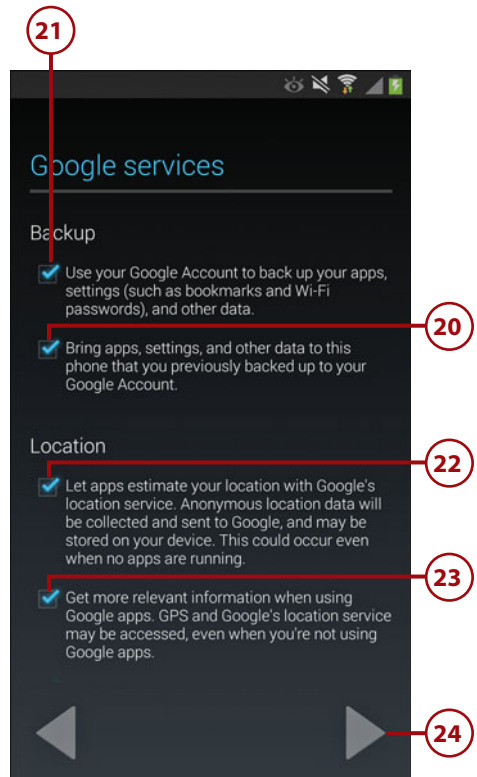
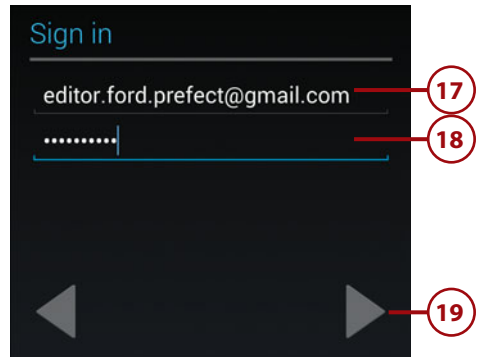
10. Enter the email address you used for your Samsung account.
11. Enter your Samsung account password.
12. Touch Sign In.
13. Touch to enable automatically backing up your data to your Samsung account.
14. Touch to first restore data previously backed up in the Samsung cloud to your Galaxy Note 3 before continuing.
15. Touch Next.



16. Touch Yes to log in to your Google account.
17. Enter your Google account email address (your Gmail address).
18. Enter your Google account password.
19. Touch to continue.
20. Check this box to restore settings previously saved in the Google cloud to your new Galaxy Note 3 before continuing.
21. Check this box to keep data on your Galaxy Note 3 backed up to the Google cloud.
22. Check this box if you are okay with Google collecting information about your geographic location at any time. Although this information is kept safe, if you are concerned about privacy rights, uncheck this box.
23. Check this box if you are okay with Google using your geographic location for Google searches and other Google services.
24. Touch to continue.



Touch to create a Google account



25. Touch to create a Dropbox account.
26. Touch to sign in to your existing Dropbox account.
27. Touch to skip using Dropbox and continue. If you choose to skip Dropbox, jump to step 31 to continue.

Do I Need Dropbox?

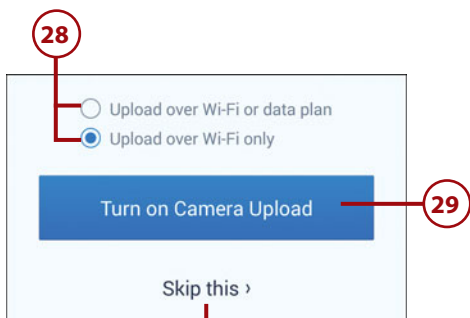
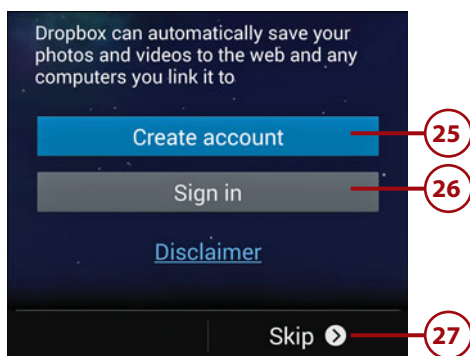
Dropbox is a company that provides cloud storage data. This means that you can use its storage to store your pictures, videos, and other files privately, and choose to share some of that content with your friends. You do not need to use Dropbox on your Galaxy Note 3. You can choose other cloud storage companies like Box.net, and even Google's cloud storage.

28. Touch to choose whether to upload your camera photos when connected to only Wi-Fi, or anytime over Wi-Fi or cellular data.

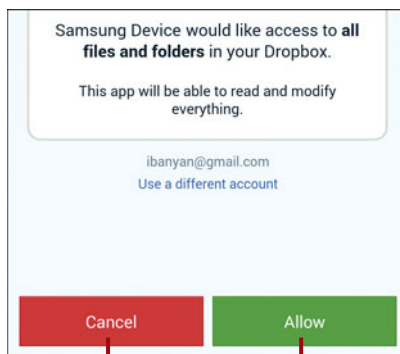
What Is Camera Upload?

The Camera Upload feature lets your Note 3 upload all photos taken on your Note 3 camera into your Dropbox account automatically. In step 28 you choose when the photos are uploaded—when you're connected to either a Wi-Fi or cellular network, or only when you're connected to a Wi-Fi network.

29. Touch to enable Camera Upload.
30. Touch to allow Samsung access to your Dropbox files and folders.

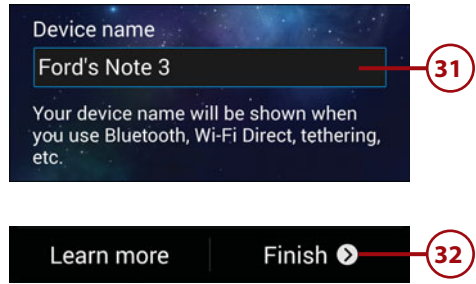


Touch to skip camera upload



Touch to cancel this action

31. Enter a name for your Note 3. This name is used whenever you are connecting to other devices.
32. Touch Finish.



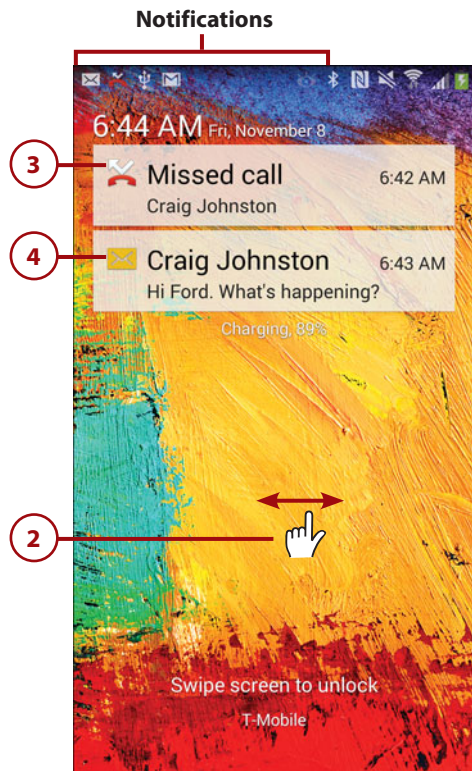
Fundamentals of Android 4.3 and TouchWiz

Your Galaxy Note 3 is run by an operating system called Android. Android was created by Google to run on any smartphone, and your Galaxy Note 3 uses a version called Android 4.3 (or Jelly Bean). Samsung has made many changes to this version of Android by adding extra components and modifying many standard Android features. They call this customization TouchWiz.

The Lock Screen

If you haven't used your Galaxy Note 3 for a while, the screen goes blank to conserve battery power. This task explains how to interact with the Lock screen.

1. Press the Power button or Home button to wake up your Galaxy Note 3.
2. Slide your finger across the screen in any direction to unlock your Galaxy Note 3.
3. Touch the Missed Call notification and then swipe the screen to unlock and go directly to the call log.
4. Touch the Missed Text Message notification and then swipe the screen to unlock and go directly to the missed text message.



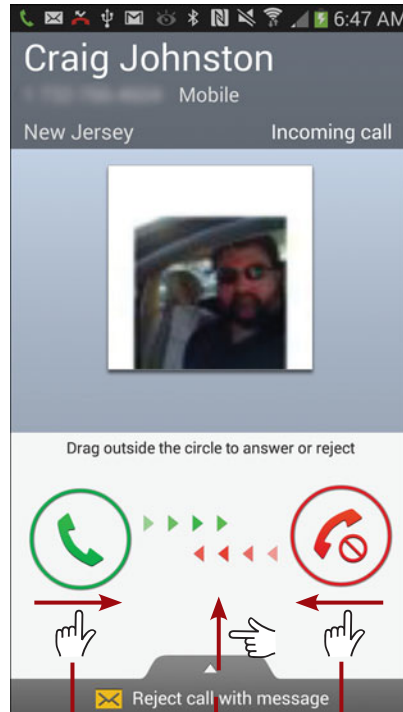
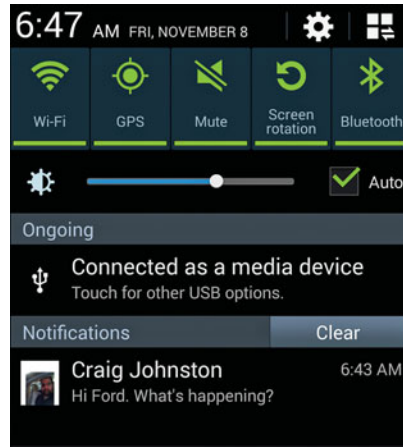
Working with Notifications and Settings on the Lock Screen

You can work with notifications and settings right on the Lock screen. If you see notifications in the Notification bar, pull down the Notification bar to view and clear them. Touching a notification takes you straight to the app that created them. Read more about the Notification bar later in this section.

Answering a Call from the Lock Screen

If your Galaxy Note 3 is locked when a call comes in, you have three choices: Drag the green icon to answer the incoming call; drag the red icon to reject the incoming call and send it straight to voice mail; or drag up from the bottom of the screen to reject the call and send a preset text message (SMS) to the caller.

Swipe down to see notifications and settings



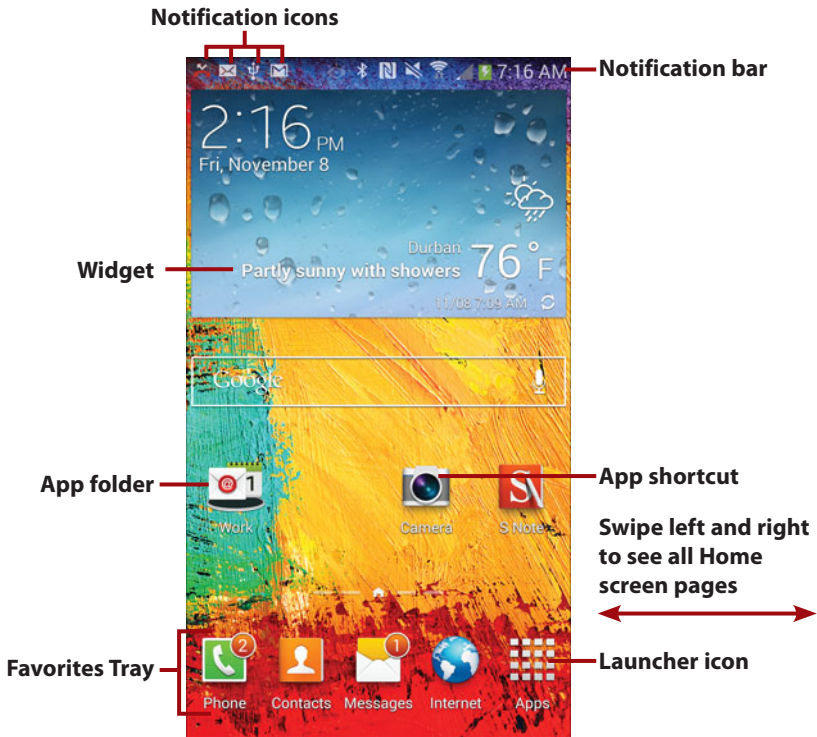
Drag to answer

Slide up to reject and send a text message

Drag to reject

The Home Screen(s)

After you unlock your Galaxy Note 3, you are presented with the middle Home screen page. Your Galaxy Note 3 has five Home screen pages (although you can create more). The Home screen pages contain application shortcuts, a Launcher icon, Notification bar, Shortcuts, Favorites Tray, and widgets.

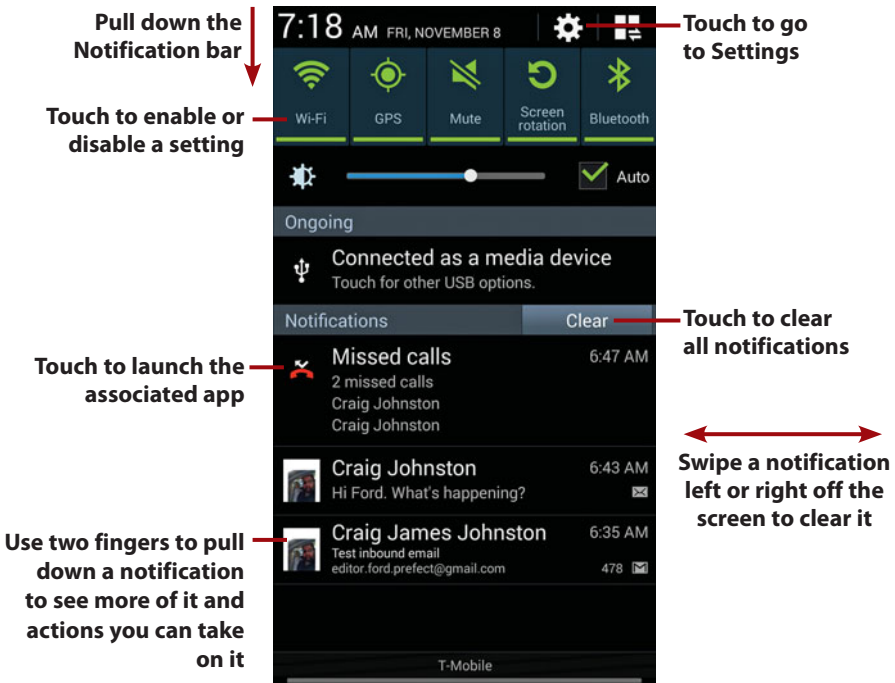


- **Notification bar**—The Notification bar shows information about Bluetooth, Wi-Fi, and cellular coverage, as well as the battery level and time. The Notification bar also serves as a place where apps can alert or notify you using notification icons.
- **Notification icons**—Notification icons appear in the Notification bar when an app needs to alert or notify you of something. For example, the Phone app can show the Missed Calls icon indicating that you missed a call.
- **Widgets**—Widgets are applications that run directly on the Home screens. They are specially designed to provide functionality and real-time information. An example of a widget is one that shows the current weather or provides a search capability. Widgets can be moved and sometimes resized.

- **App shortcut**—When you touch an app shortcut, the associated app launches.
- **App folders**—You can group apps together in a folder as a way to organize your apps and declutter your screen.
- **Favorites Tray**—The Favorites Tray is visible on all Home screen pages. You can drag apps to the Favorites Tray so that they are available no matter which Home screen you are looking at. Apps in the Favorites Tray can be rearranged and removed.
- **Launcher icon**—Touch to show application icons for all applications that you have installed on your Galaxy Note 3.

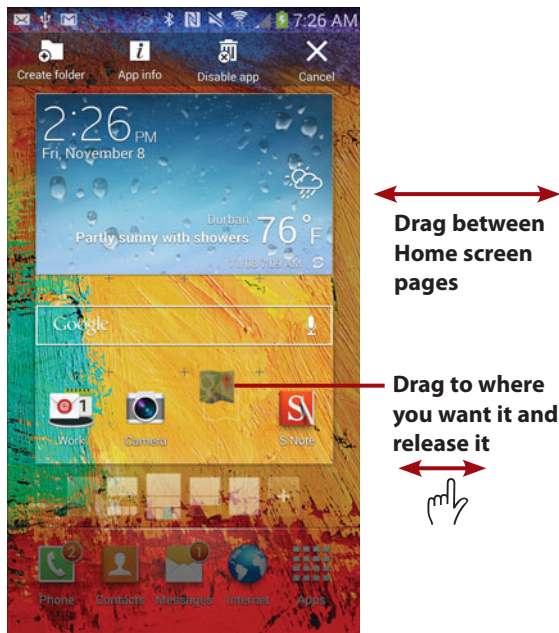
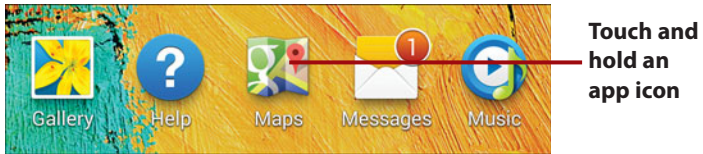
Work with Notifications

To interact with notifications that appear in the Notification bar, place your finger above the top of the screen and drag to pull down the Notification bar and reveal the notifications. Swipe individual notifications off the screen to the left or right to clear them one by one, or touch Clear to clear all of them at once. The Notification bar also includes Quick Settings such as the ability to turn on or off Wi-Fi or Bluetooth.



Create App Shortcuts

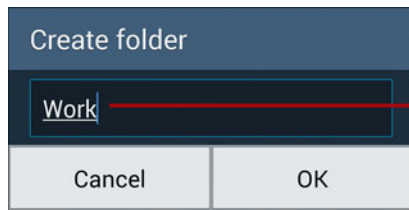
Touch the Launcher icon to see all of your apps. Touch and hold on the app you want to make a shortcut for. After the Home screens appear, drag the app shortcut to the location you want the shortcut to be on the Home screen, drag it to an App folder, or drag it left or right off the screen to move between Home screen pages. Release the icon to place it.



Create App Folders

To create a new App folder, touch and hold the first app shortcut you want in your folder. When the Create Folder icon appears, drag the app shortcut to that icon and release it. After you give your App folder a name, the folder displays on your Home screen. Now you can drag other app shortcuts into that folder. To open the folder, touch it to reveal the shortcuts in that folder.

Drag an app shortcut to the Create Folder icon



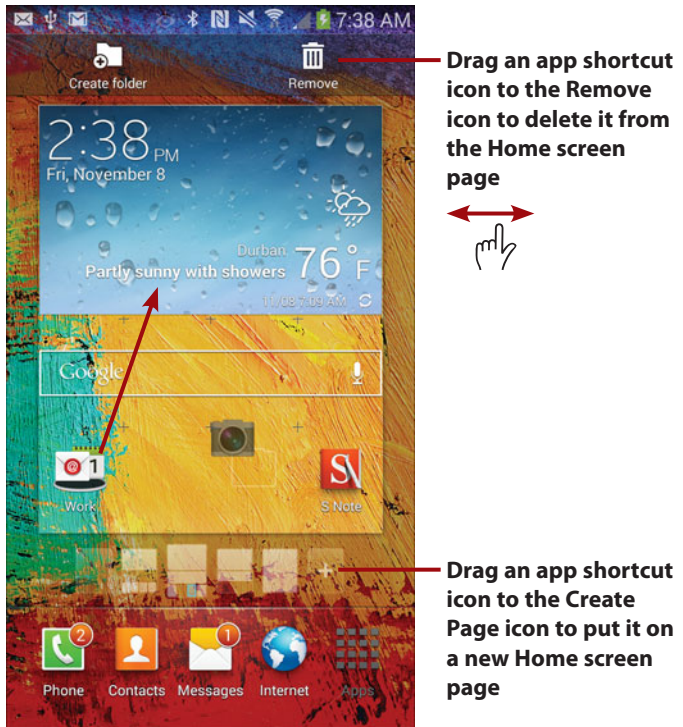
Give your folder a name

Drag app shortcuts to an existing folder



Creating a New Home Screen Page and Removing an App Shortcut

If you want to create a new Home screen page, touch and hold an app shortcut icon. Drag your app shortcut icon to the Create Page icon, and the shortcut is placed on a brand-new Home screen page. To remove an app shortcut icon, drag it to the Remove icon.



Use the Touchscreen

You interact with your Galaxy Note 3 mostly by touching the screen, which is known as making gestures on the screen. You can touch, swipe, pinch, double-tap, and type.



- **Touch**—To start an application, touch its icon. Touch a menu item to select it. Touch the letters of the onscreen keyboard to type.



- **Touch and hold**—Touch and hold to interact with an object. For example, if you touch and hold a blank area of the Home screen, a menu pops up. If you touch and hold an icon, you can reposition it with your finger.



- **Drag**—Dragging always starts with a touch and hold. For example, if you touch the Notification bar, you can drag it down to read all of the notification messages.



- **Swipe or slide**—Swipe or slide the screen to scroll quickly. To swipe or slide, move your finger across the screen quickly. Be careful not to touch and hold before you swipe or you will reposition something. You can also swipe to clear notifications or close apps when viewing the recent apps.



- **Double-tap**—Double-tapping is like double-clicking a mouse on a desktop computer. Tap the screen twice in quick succession. For example, you can double-tap a web page to zoom in to part of that page.



- **Pinch**—To zoom in and out of images and pages, place your thumb and forefinger on the screen. Pinch them together to zoom out or spread them apart to zoom in (unpinching). Applications like Browser, Gallery, and Maps support pinching.



- **Rotate the screen**—If you rotate your Galaxy Note 3 from an upright position to being on its left or right side, the screen switches from Portrait view to Landscape view. Most applications honor the screen orientation. The Home screens and Launcher do not.

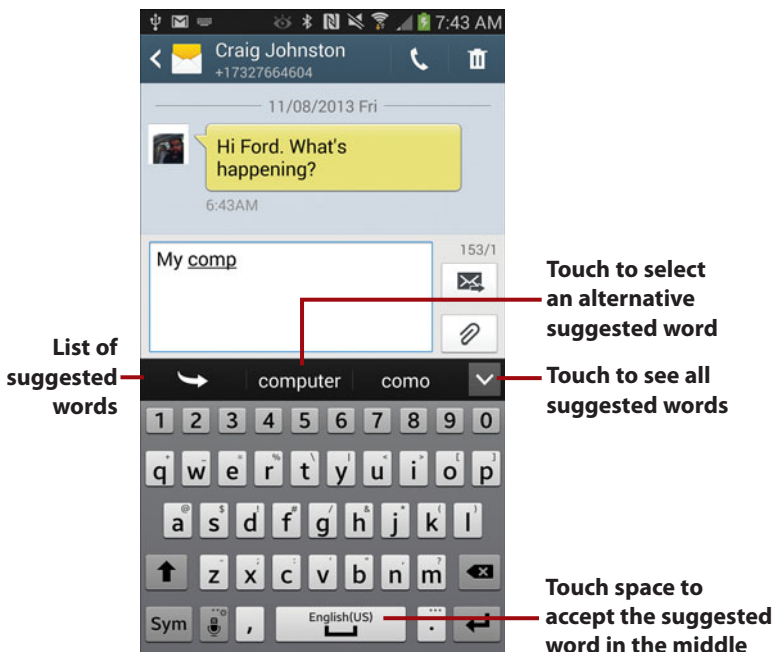
Use the Keyboard

Your Galaxy Note 3 has a virtual or onscreen keyboard for those times when you need to enter text. You might be a little wary of a keyboard that has no physical keys, but you will be pleasantly surprised at how well it works.

Some applications automatically show the keyboard when you need to enter text. If the keyboard does not appear, touch the area where you want to type and the keyboard slides up ready for use.



Using the virtual keyboard as you type, your Galaxy Note 3 makes word suggestions. Think of this as similar to the spell checker you would see in a word processor. Your Galaxy Note 3 uses a dictionary of words to guess what you are typing. If the word you were going to type is highlighted, touch space or period to select it. If you can see the word in the list but it is not highlighted, touch the word to select it.



To make the next letter you type a capital letter, touch the Shift key. To make all letters capitals (or CAPS), double-tap the Shift key to engage CAPS Lock. Touch Shift again to disengage CAPS Lock.

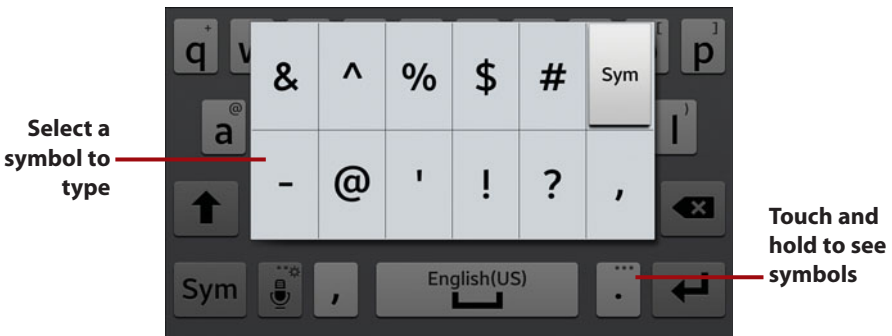
To type numbers or symbols, touch the Symbols key.

When on the Numbers and Symbols screen, touch the Symbols key to see extra symbols. There are three screens of symbols. Touch the ABC key to return to the regular keyboard.



Quick Access to Symbols

If you want to type commonly used symbols, touch and hold the period key. A small window opens with those common symbols. Slide your finger over the symbol you want to type, and lift it to type that symbol.



To enter an accented character, touch and hold any vowel or C, N, or S keys. A small window opens enabling you to select an accented or alternative character. Slide your finger over the accented character and lift your finger to type it.



To reveal other alternative characters, touch and hold any other letter, number, or symbol.

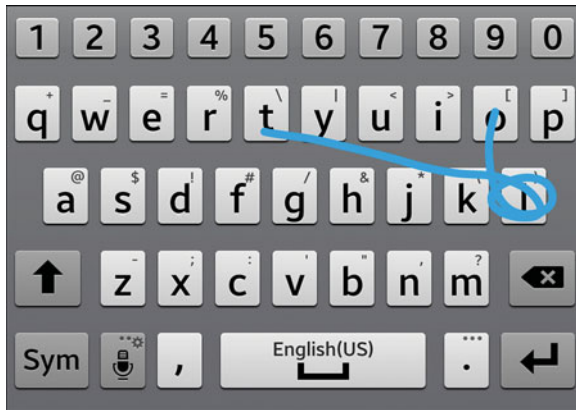
Want a Larger Keyboard?

Turn your Galaxy Note 3 sideways to switch to a landscape keyboard. The landscape keyboard has larger keys and is easier to type on.



Swipe to Type

Instead of typing on the keyboard in the traditional way by touching each letter individually, you can swipe over the letters in one continuous movement. This is called Continuous Input. It is enabled by default; to use it, just start swiping your finger over the letters of the word you want to type. Lift your finger after each word. No need to worry about spaces because your Galaxy Note 3 adds them for you. To type a double letter (as in the word *toll*), loop around that letter on the keyboard.



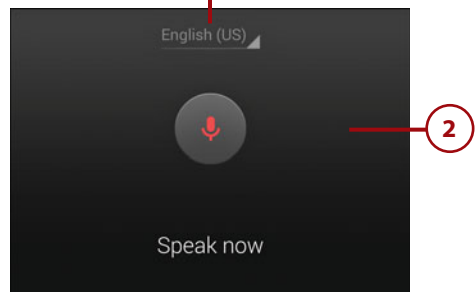
Dictation—Speak Instead of Type

Your Galaxy Note 3 can turn your voice into text. It uses Google's speech recognition service, which means that you must have a connection to the cellular network or a Wi-Fi network to use it.

1. Touch the microphone key.
2. Wait until you see Speak Now and start speaking what you want to be typed. You can speak the punctuation by saying "comma," "question mark," "exclamation mark," or "exclamation point."



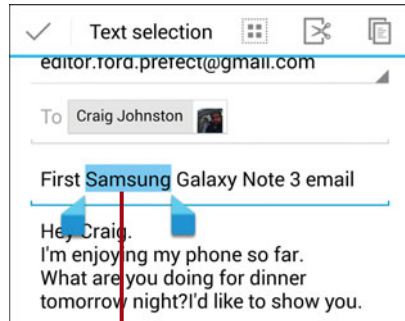
Touch to select a different dictation language



Edit Text

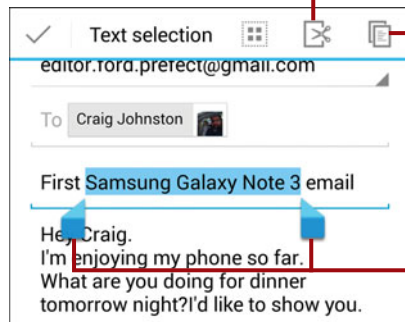
After you enter text, you can edit it by cutting, copying, or pasting the text. This task describes how to select and copy text so you can paste over a word with the copied text.

1. While you are typing, touch and hold a word you want to copy.
2. Slide the blue end markers until you have selected all of the text you want to copy.
3. Touch to copy the text.
4. Touch and hold the word you want to paste over.
5. Touch to paste what you copied earlier.



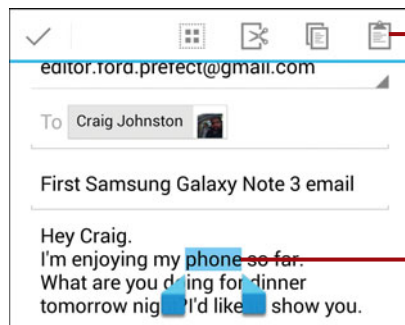
1

Touch to cut the text



3

2

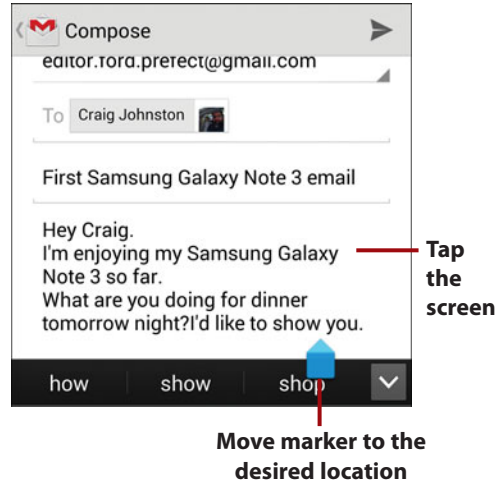


5

4

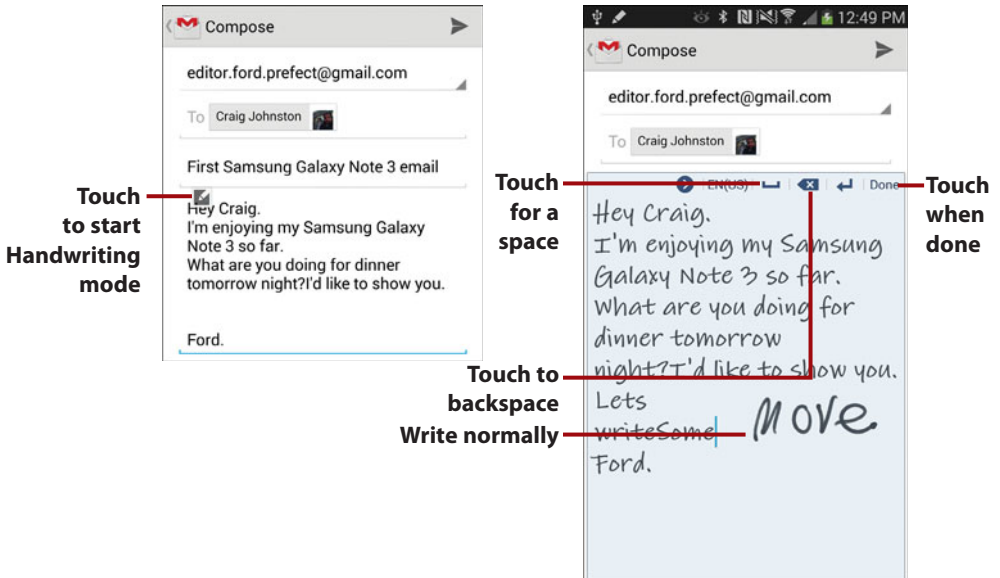
Placing a Cursor

You can also simply place a cursor on the screen and move it around to do manual text editing, such as backspace to delete letters or manually insert a new word. To do this, tap the screen in the text area. A single blue marker displays; drag that marker to the point in the text you want to make changes to. Now start typing or tap backspace, and the action occurs at the cursor position.



Writing Instead of Typing

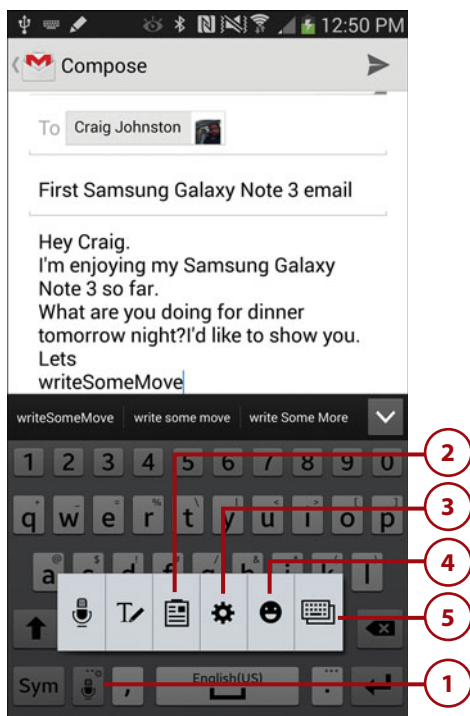
As discussed earlier in this chapter, your Galaxy Note 3 comes with the S Pen stylus. Instead of typing on the keyboard, you can use handwriting recognition to write. To enable Handwriting mode, pull out the S Pen from its holder and touch the Back key to dismiss the Air Command window. Then hover the S Pen over the screen in the text area until you see the handwriting icon. Touch the icon with your S Pen. Any text you have typed appears to be in handwriting. Now write in your own handwriting on the screen and it is turned into text. Touch Done to return to typing.



Keyboard Tricks

You can write instead of typing, use emoticons (smiley faces), and enable a one-handed keyboard.

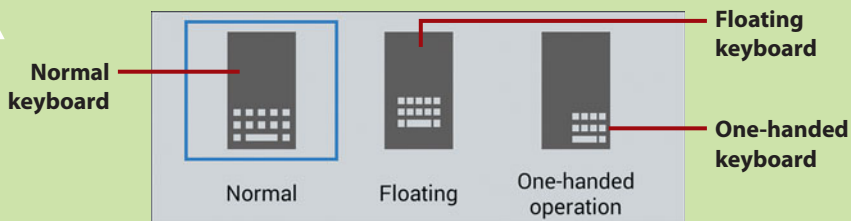
1. Touch and hold the microphone key (to the right of the Sym key).
2. Touch to see everything you have previously copied to the clipboard. If there is text, you can touch it to paste it at the cursor position.
3. Touch to change keyboard settings, including choosing a new keyboard.
4. Touch to type emoticons (smiley faces).
5. Touch to choose a one-handed keyboard.



>>>Go Further

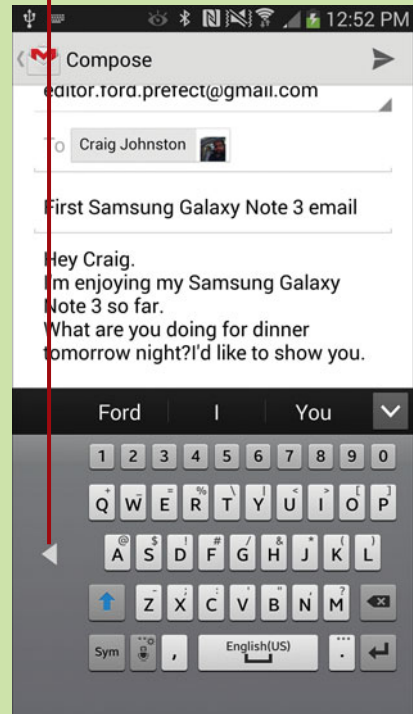
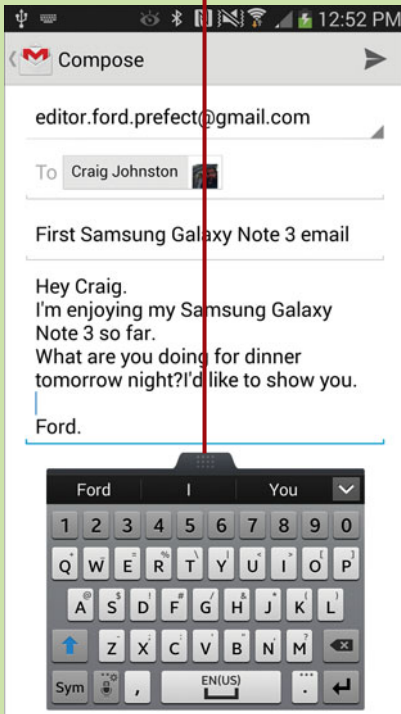
ONE-HANDED TYPING

Your Galaxy Note 3 is a pretty large phone and unlike smaller phones that have 4-inch screens, you cannot type with one hand on your Galaxy Note 3. Samsung addresses this by enabling you to put the keyboard into one-handed typing mode. This mode squashes the keyboard to the left or right of the screen so that you can type with one thumb, or it lets you float the keyboard anywhere on the screen. To enable one-handed mode, follow steps 1 and 5 in the “Keyboard Tricks” task. Touch the arrow to switch between left-handed and right-handed modes.



**Drag the
keyboard**

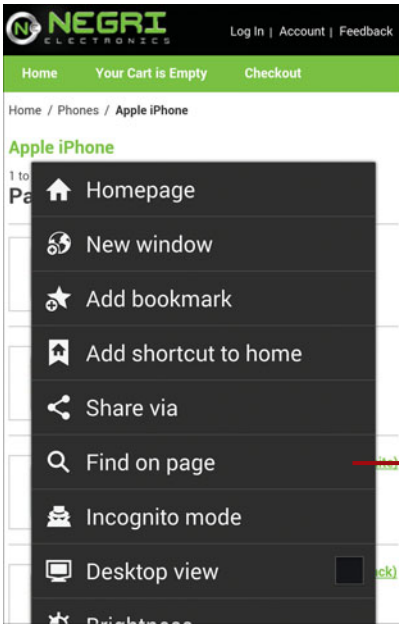
**Touch to switch between left-
handed and right-handed modes**



Menus

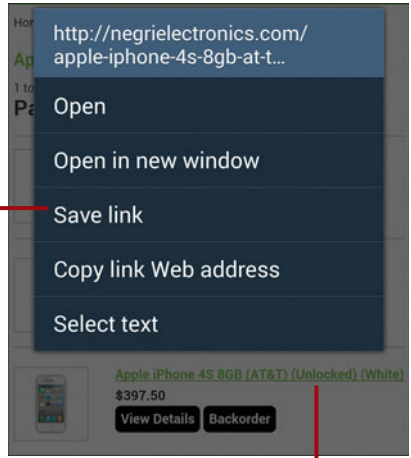
Your Galaxy Note 3 has two types of menus: app menus and context menus. All applications use an app menu. To see the an app menu, touch the physical Menu button, which is to the left of the Home button.

A context menu applies to an item on the screen. If you touch and hold something on the screen (in this example, a link on a web page), a context menu appears. The items on the context menu differ based on the type of object you touched.



Touch an item in the menu

App menu

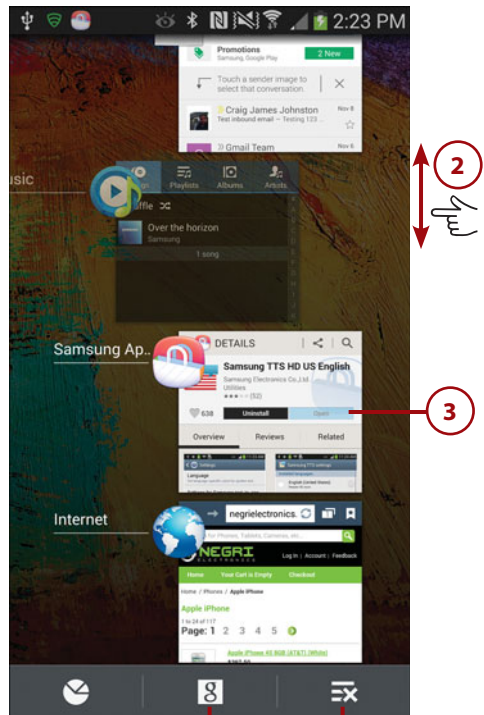


Touch and hold a link to reveal the link context menu

Switch Between Apps

You can switch between running apps and close apps using the multi-tasking feature.

1. Press and hold the Home button.
2. Scroll up and down the list of running apps.
3. Touch an app to switch to it.
4. Swipe an app left or right off the screen to close it.



Touch to open Google Now

Touch to close all apps

Run Two Apps at the Same Time

Your Galaxy Note 3 has a feature called Multi Window that allows certain apps to run on the same screen at the same time.

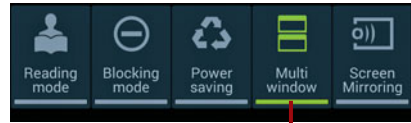
Make Sure Multi Window Is Enabled

Before you start this section, make sure that Multi Window is enabled in the Quick Settings.

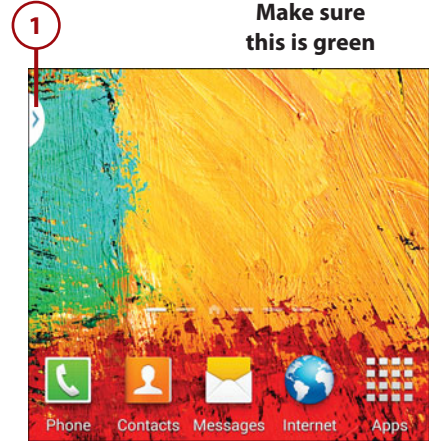
1. Touch the Multi Window handle to see apps.
2. Drag an app onto the screen but keep holding it.

Not All Apps Support Multi Window

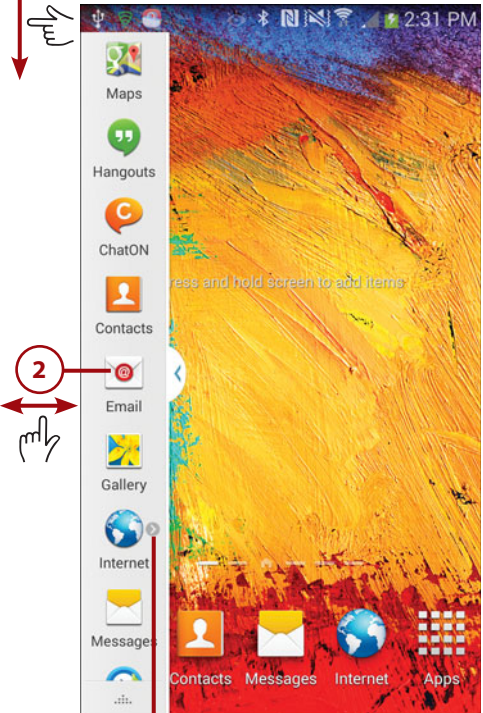
Apps must be specially written to take advantage of Multi Window mode. This means that you might not see the apps you are looking for until the developer updates the app to support Samsung's Multi Window mode.



Make sure this is green

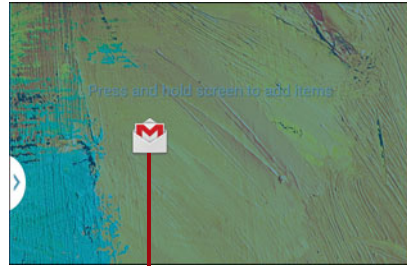


Scroll up and down to see all apps

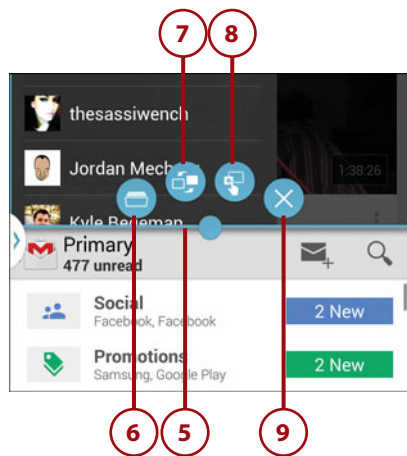
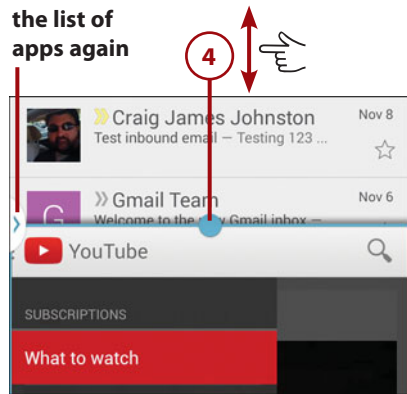


Touch to choose which window of a multi-window app to use

3. Drag the app to either the top or bottom half of the screen and release it. If this is the first app you are choosing then just release it anywhere on the screen.
4. Drag the bar up or down to give more or less room to each app.
5. Touch the bar to reveal extra Multi Window features.
6. Touch to see all apps in the current window (if you have more than one).
7. Touch to swap the position of the apps on the screen.
8. Touch to enable dragging content between windows (like text or images).
9. Touch to close the selected window.

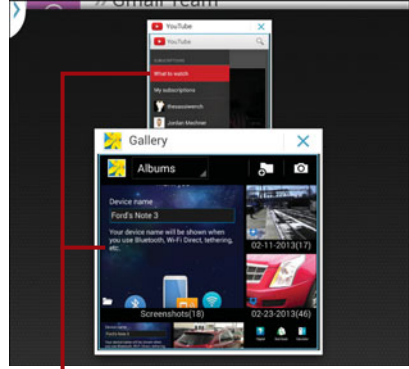


Touch to see the list of apps again



More Than One App in Each Window

You can have more than one app in each window. If you do have more than one and want to switch between them, touch the blue dot that is between the two windows, and touch the app selector icon (as shown in step 6). Then touch the app you want to switch to.



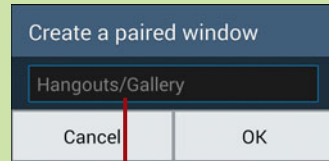
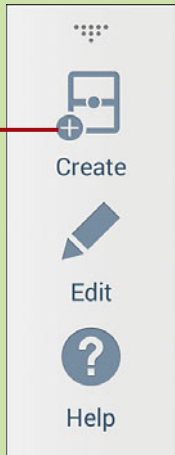
Choose the app you want to switch to

>>> Go Further

PRESETTING PAIRS OF APPS

You can create preset pairs of apps. This enables you to quickly open two apps on the screen without first dragging them onto the screen manually each time you open Multi Window. To do this, open the two apps that you want to work with (you can drag more apps into each window if you like so you have more than one in each window). Touch the Multi Window handle and touch Create. Either leave the pre-populated name and touch OK, or type in your own pair name. In the future when you open the Multi Window list, your preset app pairs will be right at the top.

Touch to create a new pair



Name the new pair

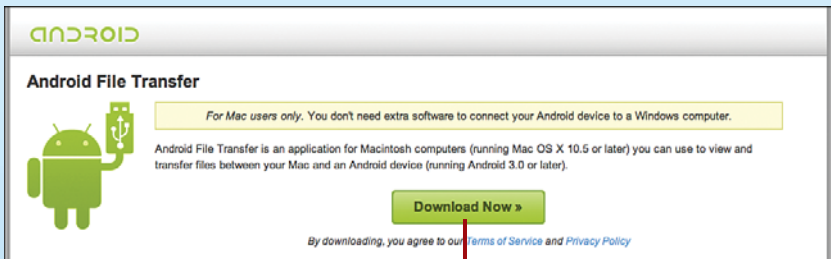
Installing Synchronization Software

Because your Galaxy Note 3 is tightly integrated with Google and its services, all media that you purchase on your phone is stored in the Google cloud and accessible anywhere, anytime. However, you might have a lot of music on your computer and need to copy that to your Google cloud. To do that, you need to install the Google Music Manager software or the Android File Transfer app for your Mac to copy any file back and forth.

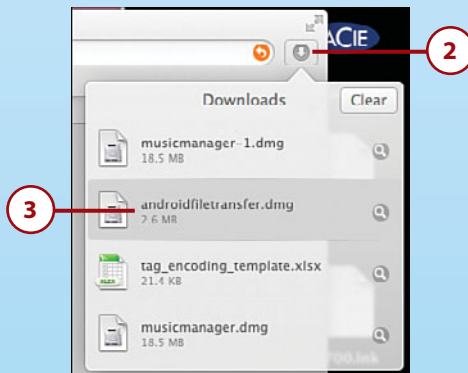
Install Android File Transfer (Apple Mac OS X)

You only need the Android File Transfer app when using a Samsung Android phone (like your Galaxy Note 3) on an Apple Mac running OS X.

1. From your Mac, browse to <http://www.android.com/filetransfer/> and download the Android File Transfer app.



2. Click the Downloads icon.
3. Double-click the app in your Safari Downloads.



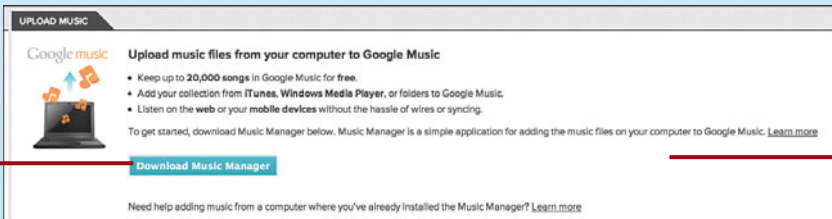
4. Drag the green Android to the Applications shortcut to install the app.



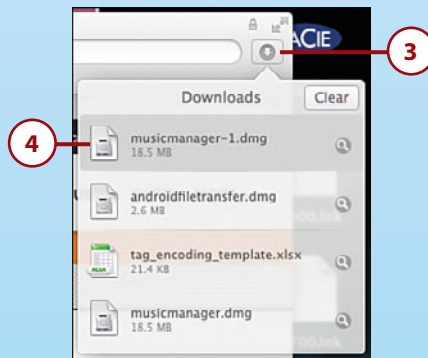
Install Google Music Manager (Apple Mac)

Don't install Google Music Manager unless you plan to upload files from your computer to the Google Music cloud.

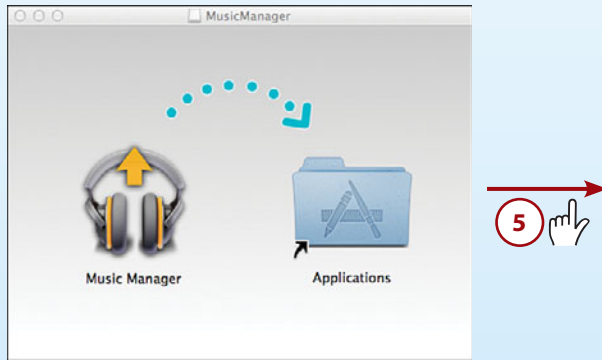
1. Visit https://music.google.com/music/listen#manager_pl from your desktop web browser and log in to your Google account if you're prompted.
2. Click to download Music Manager.



3. Click the Downloads icon.
4. Double-click the app in your Safari Downloads.



5. Drag the Music Manager icon to the Applications shortcut to install the app.



6. Double-click the Music Manager icon in the Applications folder.

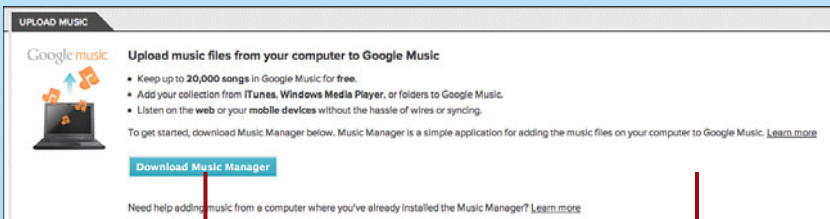


7. Skip to the "Configure Music Manager" section to complete the installation.

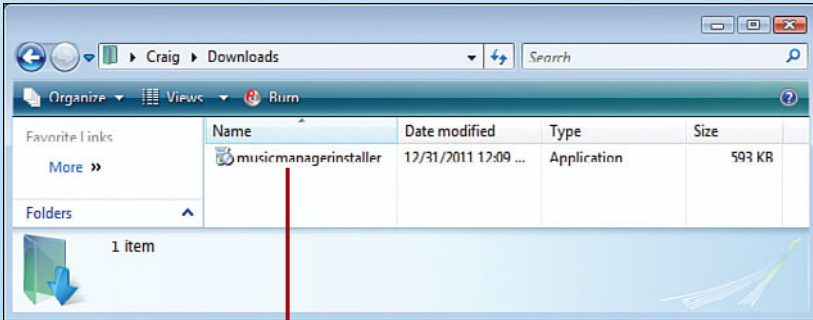
Install Google Music Manager (Windows)

Don't install Google Music Manager unless you plan to upload files from your computer to the Google Music cloud.

1. Visit https://music.google.com/music/listen#manager_pl from your desktop web browser and log in to your Google account if you're prompted.
2. Click to download Music Manager.



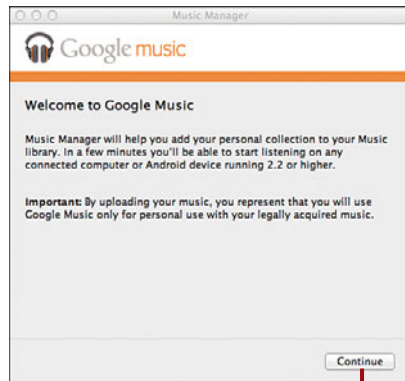
3. Double-click the app in your Downloads folder.



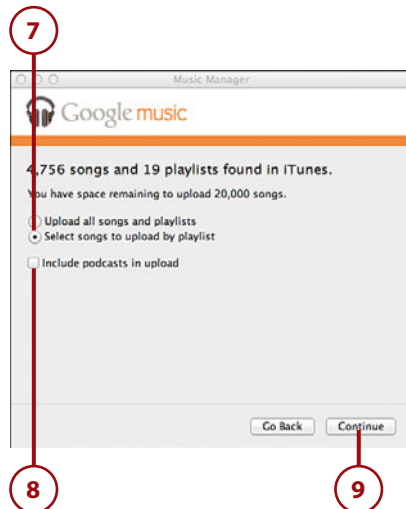
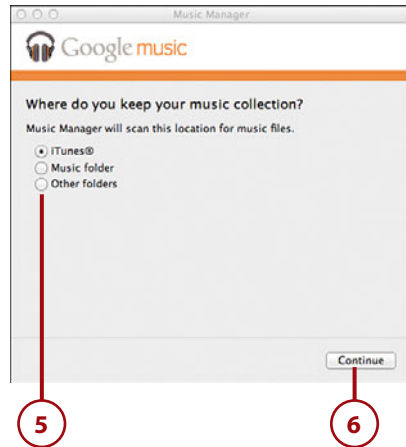
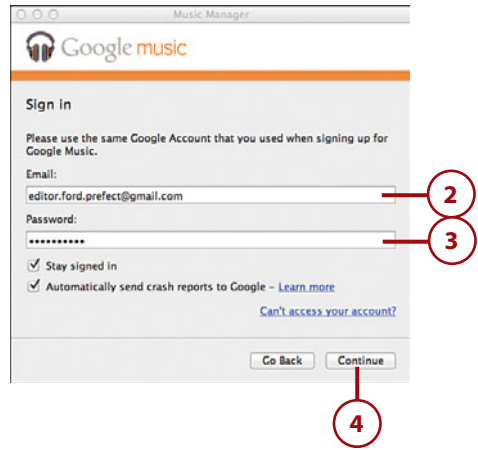
4. Skip to the "Configure Music Manager" section to complete the installation.

Configure Music Manager (Windows and Apple Mac)

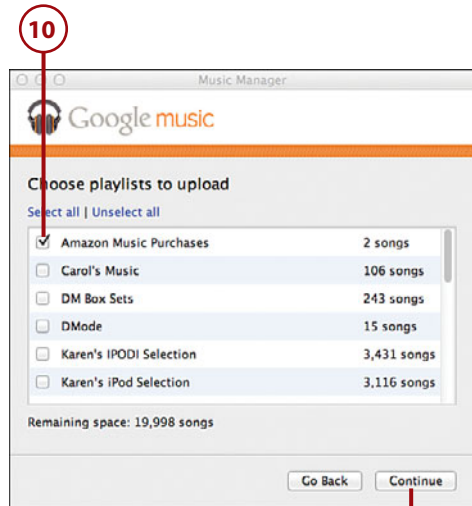
1. Click Continue.



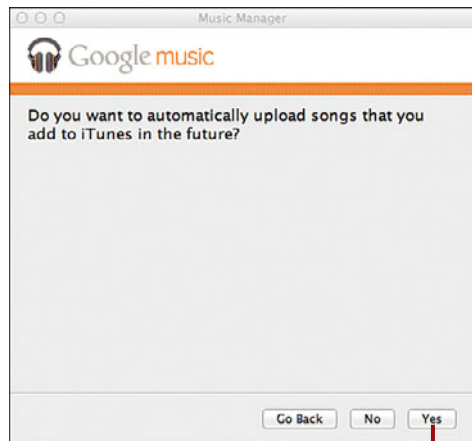
2. Enter your Google (Gmail) email address.
3. Enter your Google (Gmail) password.
4. Click Continue.
5. Choose where you keep your music.
6. Click Continue.
7. Choose whether to upload all of your music or just some of your playlists. Remember that you can only upload 20,000 songs for free. Skip to step 12 if you chose to upload all music.
8. Check if you want to also upload podcasts.
9. Click Continue.



10. Select one or more music playlists.
11. Click Continue.
12. Choose whether you want to automatically upload any new music that is added to your computer.

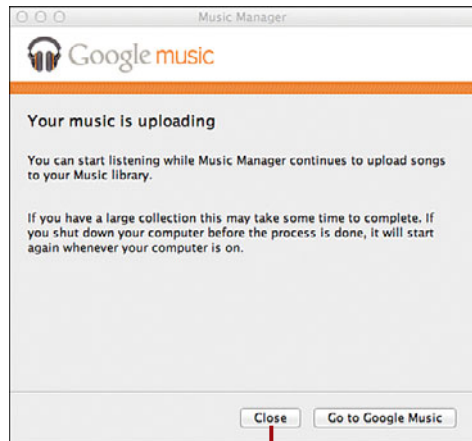
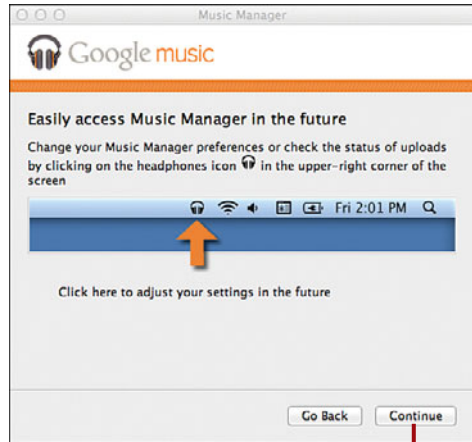


11



12

13. Click Continue.
14. Click Close.



The Clock app in
Bedside/Dock mode



In this chapter, you find out how to set the time, use the Clock application, and use the S Planner calendaring application. Topics include the following:

- Synchronizing to the correct time
- Working with the Clock application
- Setting alarms
- Waking up with the latest weather, news, and your schedule
- Working with S Planner

6

Working with Date, Time, and S Planner

Your Galaxy Note 3 has a Clock application you can use as a bedside alarm. The S Planner application synchronizes with your Google or Microsoft Exchange calendars and enables you to create events and meetings while on the road and to always know where your next meeting is.

Setting the Date and Time

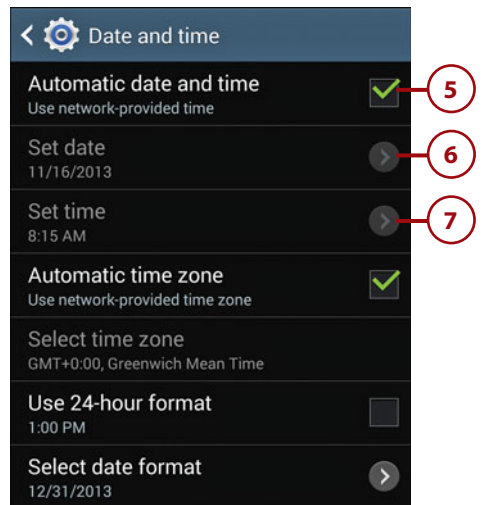
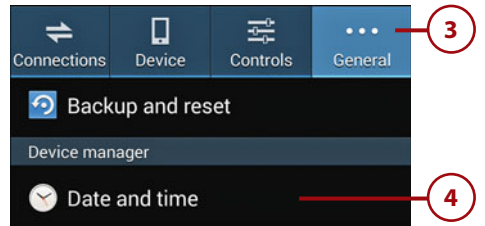
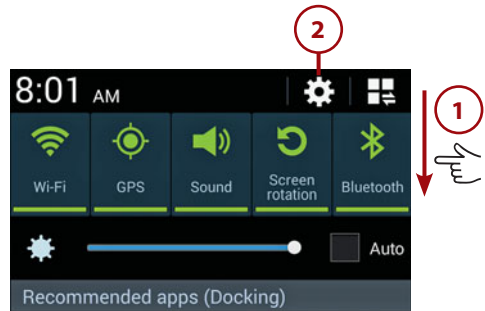
Before you start working with the Clock and S Planner applications, make sure that your Galaxy Note 3 has the correct date and time.

1. Pull down the Notification panel.
2. Touch the Settings icon to display the Settings screen.
3. Touch General to display the General screen.
4. Touch Date and Time.
5. Touch to enable or disable synchronizing time and date with the wireless carrier. It is best to leave this enabled as it automatically sets date and time based on where you are traveling.

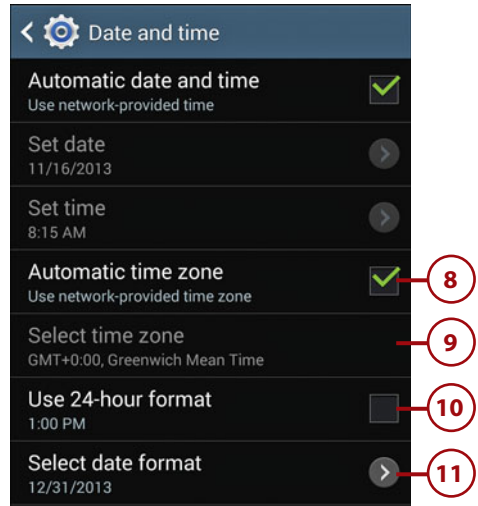
Does Network Time Sync Always Work?

In some countries, on some carriers, time synchronization does not work. This means that when you get off the plane and turn Airplane mode off (see the Prologue for information on Airplane mode), after a reasonable amount of time your time, date, and time zone will still be incorrect. In these instances, it is best to disable automatic date and time and manually set the time, date, and time zone yourself, and try it on automatic in the next country you visit or when you are back in your home country.

6. Touch to set the date if you choose to disable network synchronization.
7. Touch to set the time if you choose to disable network synchronization.



8. Touch to enable or disable synchronizing the time zone with the wireless carrier. It is best to leave this enabled as it automatically sets the time zone based on where you are traveling.
9. Touch to set the time zone manually if you choose to disable network synchronization.
10. Touch to enable or disable the use of 24-hour time format. This format makes your Galaxy Note 3 represent time without a.m. or p.m. For example, 1:00 p.m. becomes 13:00 in 24-hour format.
11. Touch to change the way in which the date is represented. For example, people in the United States normally write the date with the month first (12/31/2010). You can make your Galaxy Note 3 display the date with the day first (31/12/2010) or with the year first (2010/12/31).



Clock Application

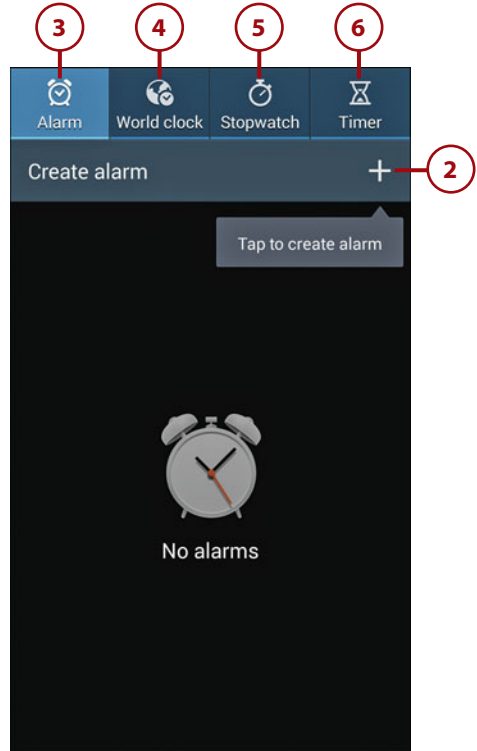
The Clock application is preinstalled on your Galaxy Note 3 and provides the functionality of a bedside clock and alarm clock.

Navigate the Clock Application

1. Touch the Clock icon on the Apps screen.



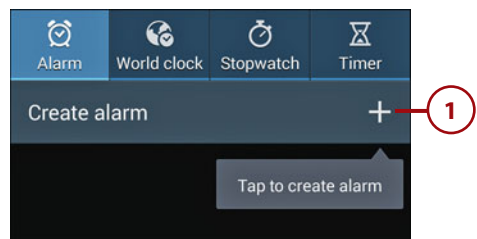
2. Touch the + to create an alarm.
3. Touch Alarm to view and edit your alarms.
4. Touch World Clock to see the World Clock and manage the clocks on that screen.
5. Touch Stopwatch to use the Stopwatch.
6. Touch Timer to use the Timer.



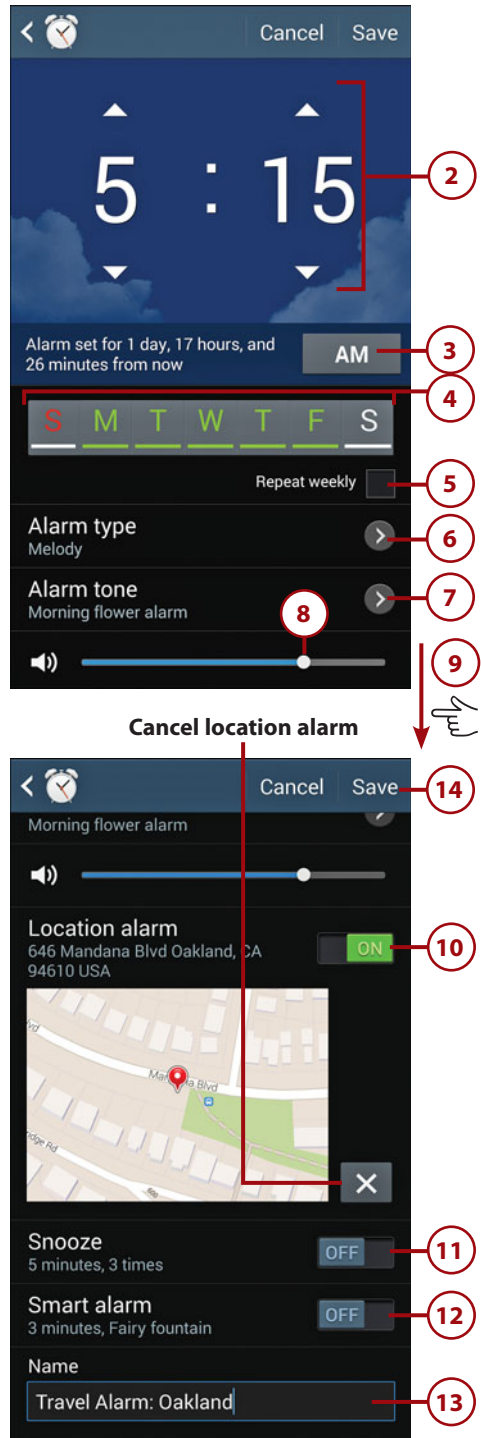
Manage Alarms

The Clock application enables you to set multiple alarms. These can be one-time alarms or recurring alarms. Even if you exit the Clock application, the alarms you set still trigger.

1. Touch to create a new alarm.



2. Touch the up/down arrows to set the hours and minutes.
3. Touch the AM/PM button to toggle between a.m. and p.m.
4. Touch the days of the week when you want the alarm to trigger. In this example, the alarm will sound on all days of the workweek but not on Saturday and Sunday.
5. Check the Repeat Weekly box if you want the alarm to repeat every week.
6. Touch Alarm Type to change the type of alarm. Your choices are Melody, Vibration, and Vibration and Melody.
7. Touch Alarm Tone to change the alarm tone or melody that plays.
8. Move the Volume slider to adjust the volume of the alarm.
9. Scroll down to see the extra settings.
10. Touch to enable or disable Location Alarm. If you enable this, you are setting the alarm to trigger only when you are at the chosen location.
11. Touch to enable or disable the Snooze feature and set how long the snooze lasts.
12. Touch to enable or disable Smart Alarm. Smart Alarm plays a tune ahead of the alarm time to slowly start waking you up.
13. Touch to give the alarm a name.
14. Touch to save your new alarm.

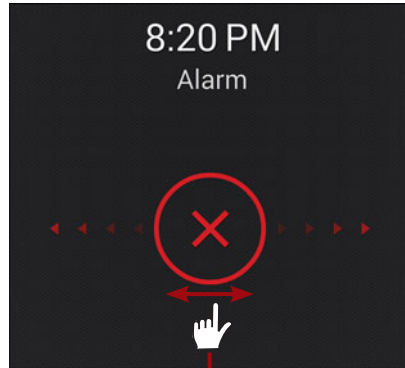


Turning Off an Alarm

When the alarm goes off, touch the red circled X and drag it to either side to turn off the alarm.

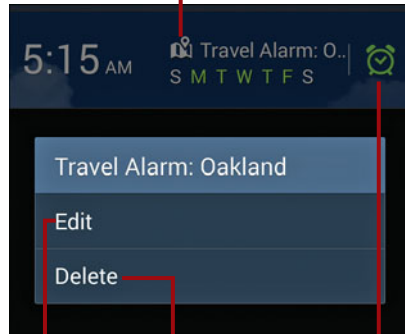
Editing or Deleting an Alarm

To edit or delete an alarm, touch and hold the alarm you want to edit or delete. When the pop-up window appears, make your choice. If you just want to quickly enable or disable an alarm, touch the Alarm Clock icon on the far right of an alarm.



Drag left or right to turn off the alarm

Touch and hold to delete or edit the alarm



Touch to edit the alarm

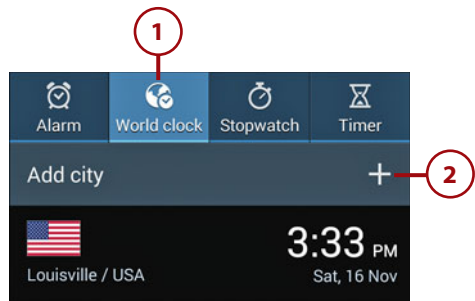
Touch to delete the alarm

Touch to enable or disable the alarm

Use the World Clock

The World Clock enables you to keep track of time in multiple cities around the world.

1. Touch World Clock to display the World Clock screen.
2. Touch the + to add a new city.



3. Type in a partial city name to find the city you want to add.
4. Touch a city to add it to the World Clock screen.

Managing Cities

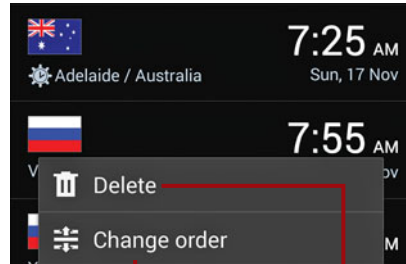
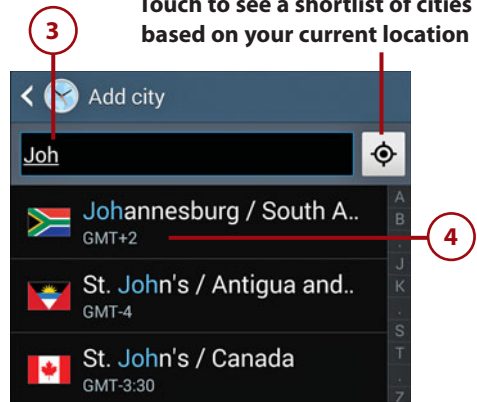
To delete a city from your World Clock screen, or to rearrange the cities you've saved, touch the Menu button and choose Delete to select which cities to delete or Change Order to rearrange them.

Use Dock Mode and the Desk Clock

When you insert your Galaxy Note 3 into a Samsung dock, the phone automatically switches to Dock mode. This mode turns the Clock app into a desk clock or a bedside clock. At this writing, you cannot switch to Dock mode manually.

1. Insert your Galaxy Note 3 into a Samsung dock.
2. If the Complete Action Using dialog opens, touch Desk Clock, and then touch Always if you want to use the Desk Clock every time you dock the Galaxy Note 3 or Just Once if you want to choose among the dock options each time.

Touch to see a shortlist of cities based on your current location



Touch to rearrange the list of cities

Touch to choose cities to delete



Touch Always to use the Desk Clock each time you dock the phone

Touch Just Once to choose a docking option each time

3. Touch to switch the sound between playing through the Galaxy Note 3's speaker and through the dock.
4. Touch to exit Dock mode without removing the Galaxy Note 3 from the dock. You can also simply remove the Galaxy Note 3 from the dock.

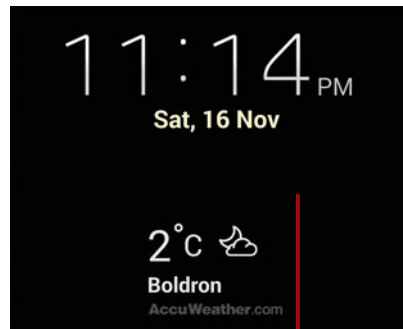
Using Low-Power Dock Mode

After one minute of inactivity in Dock mode, the Galaxy Note 3 dims its screen to suit the light level in the room and displays just the date, time, and weather. Touch anywhere on the screen to switch back to the full Dock mode display.



Touch an app to launch that app

Touch a day to display it in S Planner

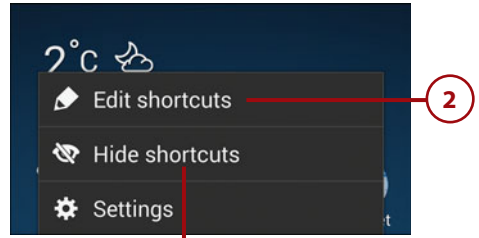


Touch anywhere to restore the full Dock mode display

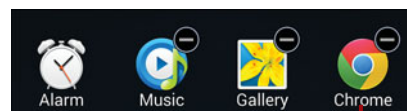
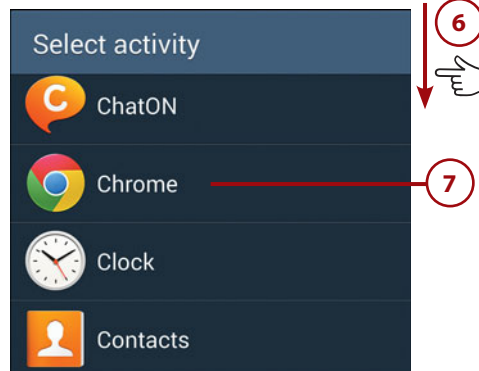
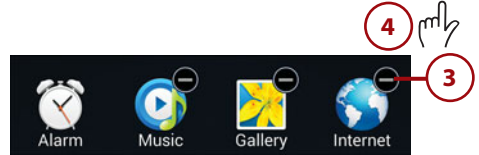
Customize Dock Mode

You can customize Dock mode to suit your needs better. You can change the shortcuts displayed, hide the shortcuts if you don't want to see them, and choose which other items appear.

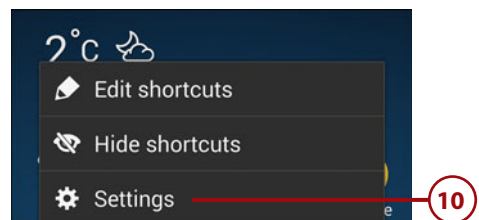
1. In Dock mode, touch the Menu button to display the menu.
2. Touch Edit Shortcuts to unlock the shortcuts so that you can change them.
3. Touch to remove a shortcut.
4. Scroll to the right.
5. Touch to add a new shortcut. The Select Activity dialog opens.
6. Scroll down as needed to see all available apps.
7. Touch to select an app to create a new shortcut.
8. Touch the Back button to apply the new shortcut (not shown).
9. Touch the Menu button to display the menu.
10. Touch Settings to display the Settings screen.



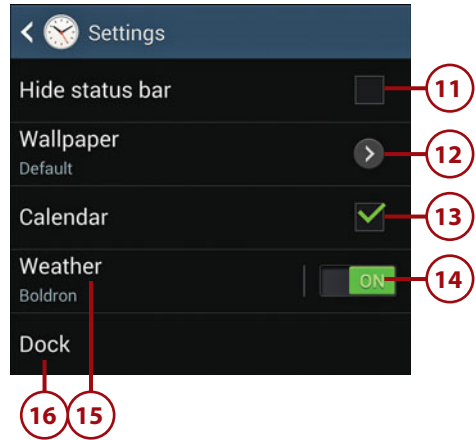
Touch to hide the shortcuts



The new shortcut appears on the shortcut bar

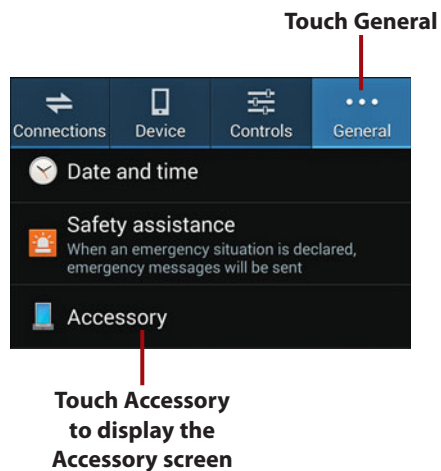


11. Touch to hide the status bar when in Dock mode.
12. Touch Wallpaper to choose the background displayed in Dock mode. You can choose the default Dock wallpaper, choose an image from the Gallery app, or set it to use whatever you have chosen as the wallpaper for your Home screen.
13. Touch the Calendar check box to enable or disable showing the calendar in Dock mode.
14. Touch the Weather switch to enable or disable showing the weather on the Dock screen.
15. Touch Weather (anywhere apart from the switch) to choose Fahrenheit or Celsius and whether the weather is periodically updated.
16. Touch to display the Accessory screen, which includes a section of settings for Dock mode.

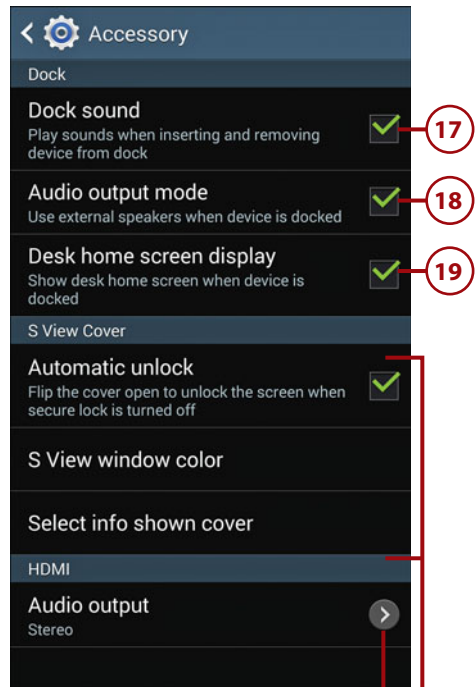


Displaying the Accessory Screen Without a Dock Attached

When you don't have a Dock attached to your Galaxy Note 3, you can still open the Accessory screen and choose Dock settings. To do so, pull down the Notification bar and touch Settings to open the Settings app. Touch General to display the General screen, and then touch Accessory to display the Accessory screen.



17. Check the Dock Sound box to enable or disable playing a sound when you insert your Galaxy Note 3 into the dock. Playing the sound can be helpful if you find it difficult to insert the Galaxy Note 3 into the dock.
18. Touch to enable or disable using external speakers connected to the dock when docked and playing audio.
19. Touch to enable or disable automatically showing the Dock screen when you insert your Galaxy Note 3 into the dock. If unchecked, you just see the regular Home screen.
20. Touch to choose what kind of audio is output via the High-Definition Multimedia Interface (HDMI) cable when the Galaxy Note 3 is docked. Choose Stereo if you have a standard two-speaker rig or Surround if you have a surround-sound setup, such as a 5.1 speaker set (five directional speakers and a nondirectional subwoofer) or a 7.1 setup (seven speakers and a subwoofer).
21. Touch the Back button to save your settings and return to the Settings screen for Dock mode.
22. Touch the Back button to leave the Settings screen and return to the Dock mode desktop.



Set these options if you use an S View cover

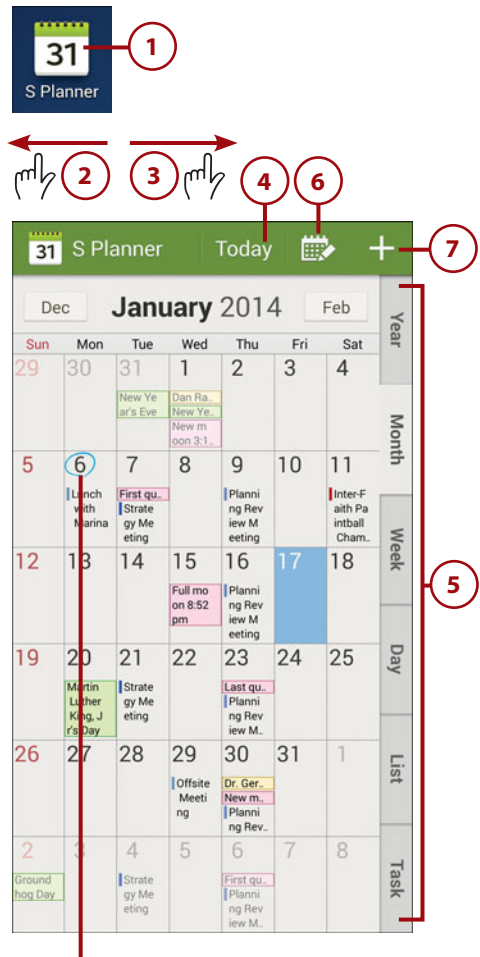
Using the S Planner Calendaring Application

The S Planner calendaring application enables you to synchronize all your Google Calendars under your primary Google account to your Galaxy Note 3. You can accept appointments and create and modify appointments right on your phone. Any changes are automatically synchronized wirelessly back to your Google Calendar.

Navigate the S Planner Main Screen

The main screen of the S Planner app shows a one-day, one-week, or one-month view of your appointments. S Planner also shows events from multiple calendars at the same time.

1. Touch the S Planner icon on the Apps screen.
2. Swipe left to go backward in time.
3. Swipe right to go forward in time.
4. Touch to show today's date.
5. Touch Year, Month, Week, Day, List, or Task to choose a calendar view.
6. Touch to switch to Writing mode, where you can draw over the calendar with the S Pen.
7. Touch to create a new event.

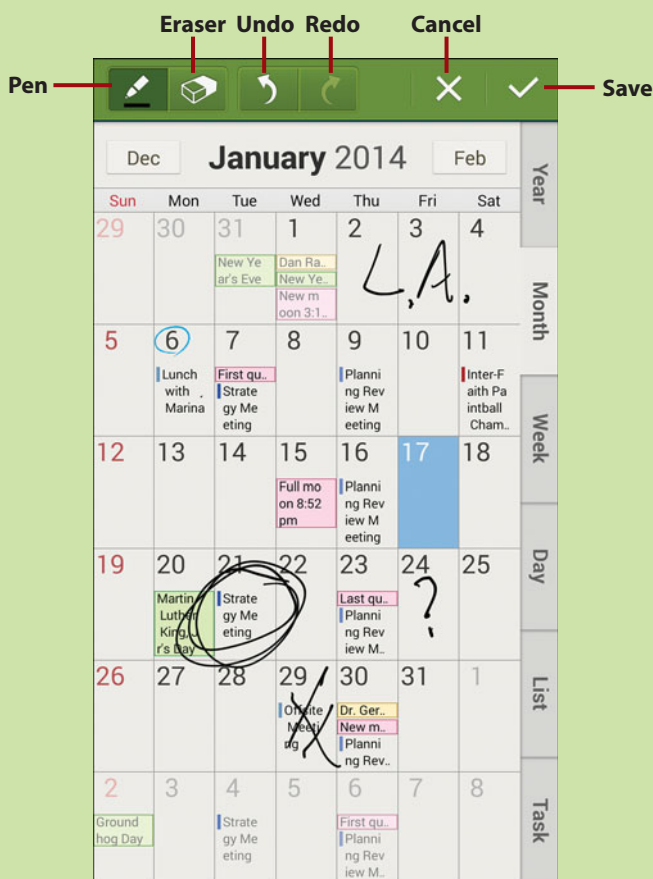


The circle marks today's date

>>>Go Further

DRAWING ALL OVER YOUR CALENDAR

Instead of adding events to your calendar, you can just draw on the calendar as if it were a wall calendar or a page in a notebook. This feature only works when you are viewing the Month view and you are holding your Galaxy Note 3 in portrait orientation. When you switch into Writing mode as described in step 6, you can draw anything anywhere on the month. This is simply free-form drawing and is not translated into real events in your calendar; however, it's an easy and creative way to mark the calendar for yourself.



Event Colors

S Planner can display one calendar or many calendars at the same time. If you choose to display multiple calendars, events from each calendar are color coded so you can tell which events are from which calendar.

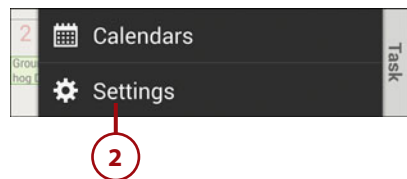
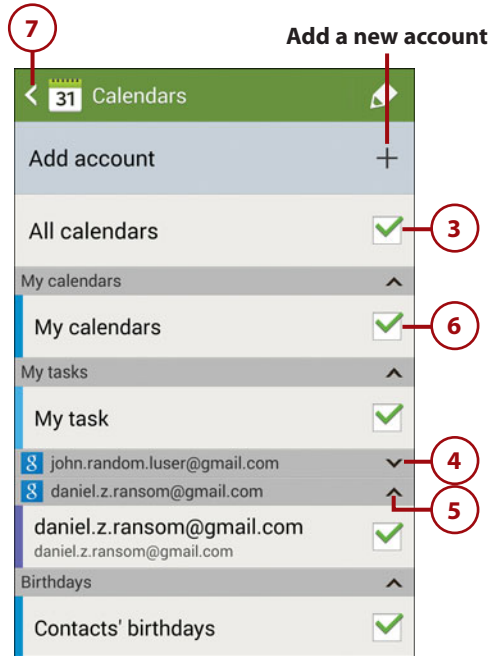
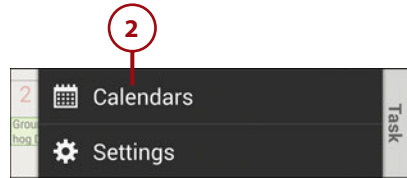
Choose Which Calendars and Task Lists to View

If you have set up multiple accounts, which might each have multiple calendars or task lists, you can choose which calendars S Planner shows at the same time.

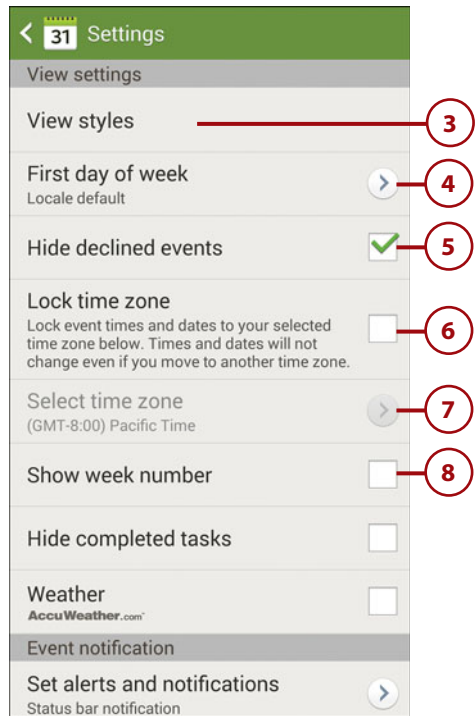
1. Touch the Menu button to open the menu.
2. Touch Calendars to display the Calendars screen.
3. Check the All Calendars box to display all calendars and task lists from all accounts.
4. Touch to expand an account to see all calendars and task lists it has.
5. Touch to collapse an expanded account.
6. Touch to enable or disable displaying the calendar or task list.
7. Touch to return to the main S Planner screen.

Change S Planner Settings

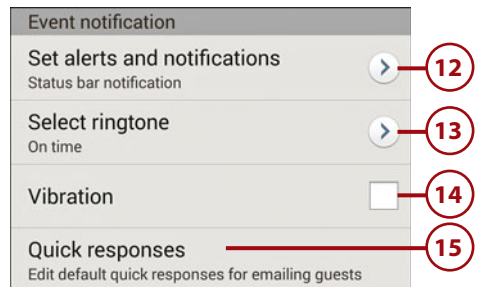
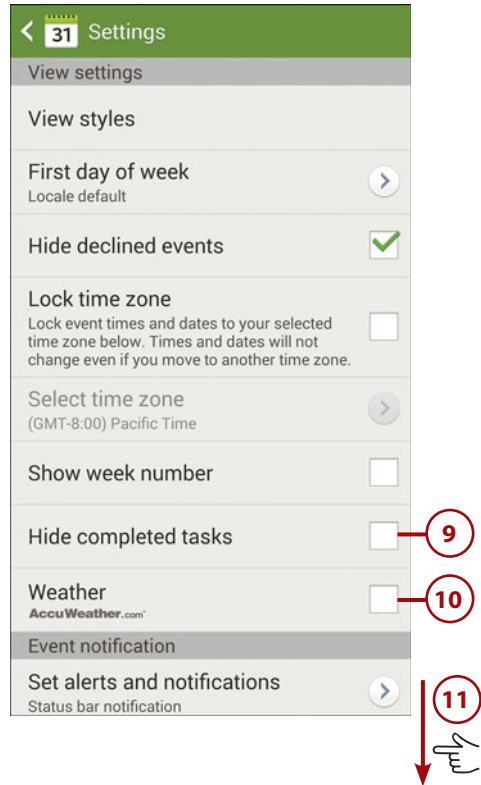
1. Touch the Menu button.
2. Touch Settings.



3. Touch View Styles to choose the way that the calendar shows events when you touch to view them in the Month view and Week view. For Month view, your choices are to have a pop-up showing the Event view or a list of the events at the bottom of the screen. For Week view, your choices are to have a Timeline view where the days are across the top and the hours of the day are below, or an Analog view where the days are all shown on the screen at once. Try each style and see which you prefer.
4. Touch First Day of Week to set the first day of your week. You can choose Saturday, Sunday, or Monday. You can also choose Locale Default, which means the locale determined by the time zone you are in controls what the first day of the week is.
5. Touch Hide Declined Events to enable or disable hiding events you have declined.
6. Touch Lock Time Zone to enable or disable using your home time zone when displaying the calendar and event times. When this is enabled, your home time zone is always used even when you are not traveling in it.
7. Touch Select Time Zone to set your home time zone if you enabled Lock Time Zone in step 7.
8. Touch Show Week Number to enable or disable showing the week number. For example, March 26 is in week 13.



9. Check the Hide Completed Tasks box if you want to hide tasks you have completed. Hiding what you've done may make it easier to see what you still have left to do.
10. Check the Weather box if you want to display the weather on the calendar.
11. Scroll down for more settings.
12. Touch Set Alerts and Notifications to enable or disable notifications for calendar events. You can also set whether you are alerted only in the Notification bar or with a pop-up alert.
13. Touch Select Ringtone to choose the ringtone to play when you are being alerted for calendar events.
14. Touch Vibration to choose whether your Galaxy Note 3 should also vibrate when the event ringtone plays.
15. Touch Quick Responses to edit the four built-in Quick Responses. Read more about Quick Responses later in this chapter.
16. Touch the Back button to save your settings and return to the main S Planner screen.



Add a New Event

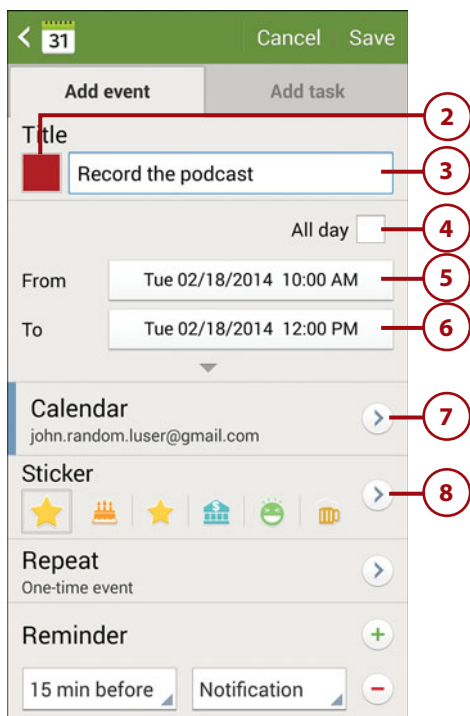
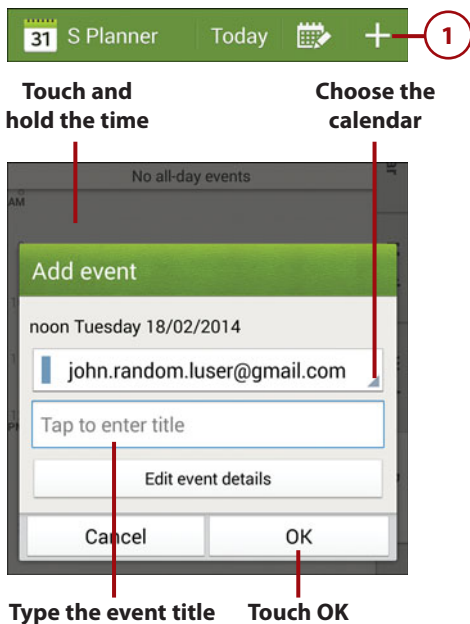
While you're on the road, you can add a new appointment or event—and even invite people to it. Events you add synchronize to your Google and corporate calendars in real time.

1. Touch to add a new event.

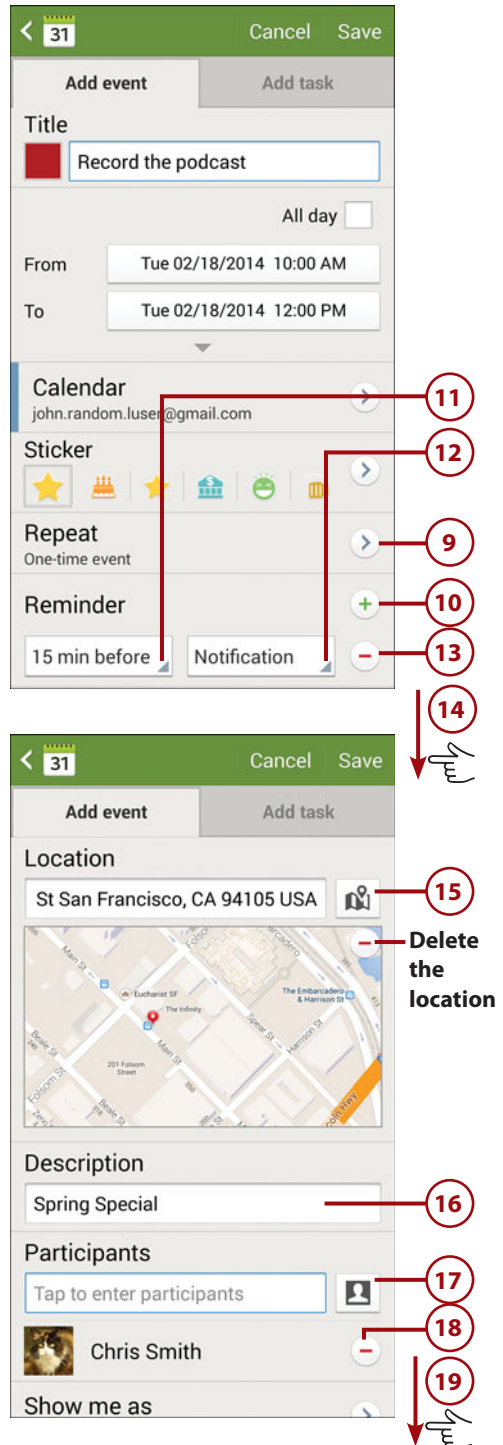
A Quicker Way to Add an Event

You can quickly add a new event by touching and holding on the day on which you want to create the event and the time of day you want to create it.

2. Touch the color swatch to choose the color to assign to the event. You can use colors to make important events more conspicuous.
3. Touch Title to enter a title for your event.
4. Check the All Day box to mark the event as an all-day event.
5. Touch the From box to select the start date and time of the event.
6. Touch the To box to select the end date and time of the event.
7. Touch Calendar to select the calendar to add the event to.
8. Touch Sticker to choose a sticker for your event. The stickers have images that help you visually categorize events.



9. Touch Repeat to set this as a recurring event. You can make it repeat daily, weekly, or monthly on the same date each month, but you can also set a meeting to repeat, for example, monthly but only every last Thursday regardless of the date.
10. Touch the + on the Reminder line to add a reminder for the event.
11. Touch to set the timing of the reminder.
12. Touch to change the type of reminder (Email or Notification).
13. Touch the - to remove the reminder.
14. Scroll down to reach more event settings.
15. Touch Location to specify where the event will take place. This can be a full physical address, which is useful because most smartphones can map the address.
16. Touch Description and type a description for the event.
17. Touch to add invitees from your Contacts list. You can also add invitees by typing their names or email address in the text box.
18. Touch to remove an invitee.
19. Scroll down to reach more event settings.



20. Touch to choose how to show your availability during this event. You can choose Busy or Available.
21. Touch to choose the privacy of the event. You can choose Public or you can choose Private so only you can see it. If the event is being created on your corporate calendar, setting the event to Private means that people can see you are busy, but they cannot see the event details.
22. Touch to save the event. Any attendees that you have added are automatically sent an event invitation.



Editing and Deleting an Event

To edit or delete a calendar event, touch the event to see the event preview and then touch the event preview. After the event opens, touch the Menu button and choose either Edit or Delete. When you successfully delete an event to which someone has invited you, S Planner sends an event decline notice to the event organizer. So you don't have to first decline the meeting before deleting it because this is all taken care of automatically.

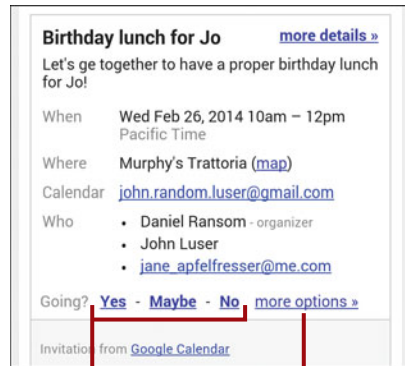
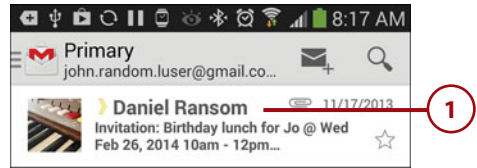
Respond to a Google Event Invitation

When you are invited to an event, you can choose your response right on your Galaxy Note 3 in the invitation email itself, or you can use the S Planner app.

Respond from the Email

The Google event invitation email allows you to respond in the email itself.

1. Touch to open the event invitation email.
2. Touch Yes, Maybe, or No to indicate whether you will attend.

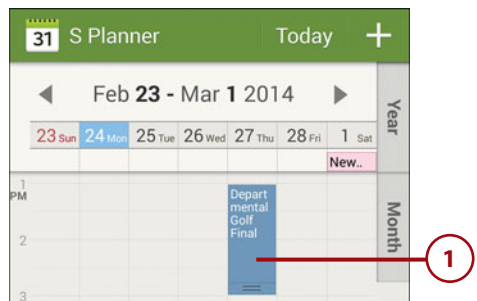


2. Touch More Options for other options, such as setting a reminder

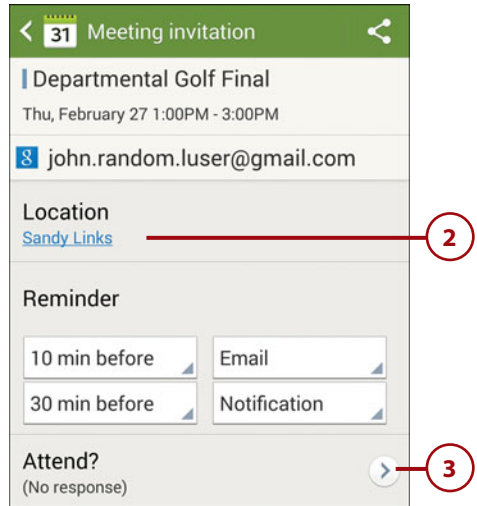
Respond from S Planner

When you receive an invite, it is automatically inserted into your Google calendar but with no response selected.

1. Touch the new event.



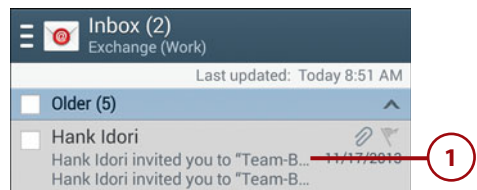
2. Touch the event location to have it mapped in Google Maps or another mapping app that you have installed (such as Google Earth).
3. Touch Attend? to choose your response.
4. Choose Accept, Tentative, or Decline.
5. Back on the Meeting Invitation screen, touch the Back button to return to the main S Planner screen.



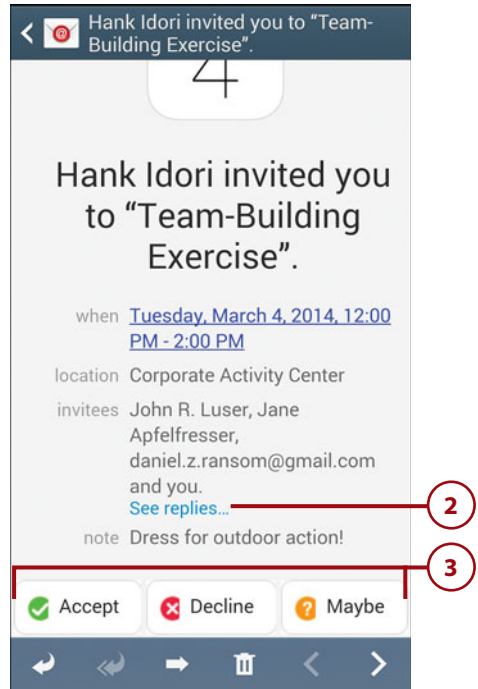
Respond to a Corporate Event Invitation

When you receive an invitation to an event, choose your response in the invitation email itself.

1. Touch to open the event invitation email.



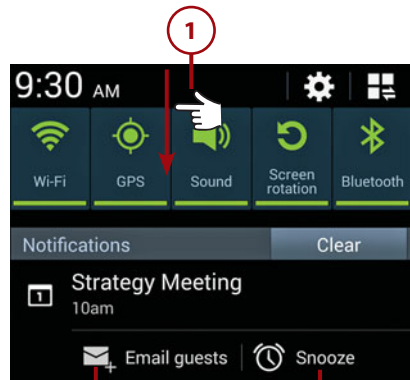
2. Touch to see the invitation responses.
3. Touch Accept, Decline, or Maybe to indicate whether you will attend.



Use Quick Responses

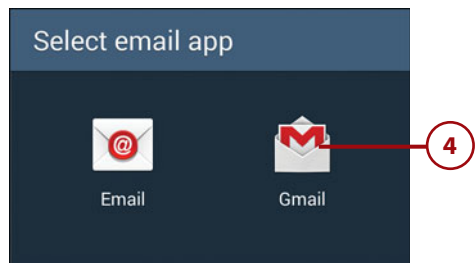
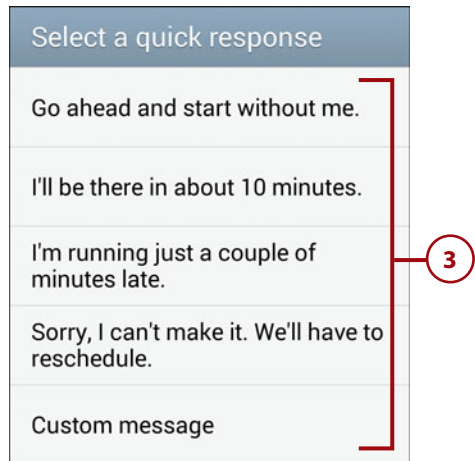
When you are notified of an upcoming event on your Galaxy Note 3, you can choose to Snooze or Email Guests. When you choose to Email Guests, you can choose a Quick Response to send them.

1. Pull down the Notification bar.
2. Touch Email Guests to open the Select a Quick Response dialog.



Touch to snooze the reminder

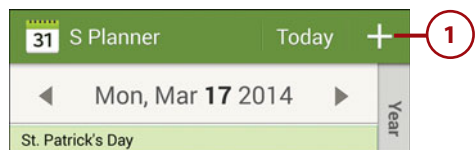
3. Choose one of your Quick Responses or write a custom message.
4. Touch the email app you want to use to send the Quick Response.



Add a Task

In addition to calendar events, you can add tasks you need to complete.

1. Touch to add a new task.



2. Touch Add Task.
3. Touch Title and type the title for the task.
4. Touch Due Date and then specify when the task is due. If the task needs no due date, check the No Due Date box instead.
5. Touch Task and then choose the account to add the task to.
6. Touch Reminder to choose when you want to be reminded of the task.
7. Touch Priority to choose the task's priority.
8. Touch Description and then type a description for the task.
9. Touch Save to save the task.

Marking a Task as Completed

To mark a task as completed, switch to Task view. Check the box to the left of the task to mark it as completed.

The screenshot shows the 'Add task' form in the S Planner app. The form is titled 'Add task' and has a 'Cancel' button on the left and a 'Save' button on the right. The form fields are:

- Title:** 'Develop the finances worksheet' (callout 3)
- Due date:** 'Mon 03/17/2014' (callout 4). Below this is a checkbox for 'No due date' (callout 4).
- Task:** 'My task' (callout 5)
- Reminder:** 'Fri 03/14/2014 8:00 AM' (callout 6)
- Priority:** 'High' (callout 7)
- Description:** 'Finances worksheet for next meeting of principals' (callout 8)

 A red line connects callout 4 to callout 8, and a red box highlights the 'No due date' checkbox.

Check this box to assign no due date

The screenshot shows the 'Task' view in the S Planner app. The title is 'Task' and there is a search bar. Below the search bar, there is a filter for 'Due in over 1 week'. A task is listed: 'Develop the finances w...' with a due date of 'Mar 17 2014'. A green checkmark is visible to the left of the task title, indicating it is completed. A red line points from the text below to this checkmark.

Check the box to mark the task as completed

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