

My Samsung Galaxy Tab™ 2



COVERS

Galaxy Tab 2 10.1
and
Galaxy Tab 2 7.0



QUE

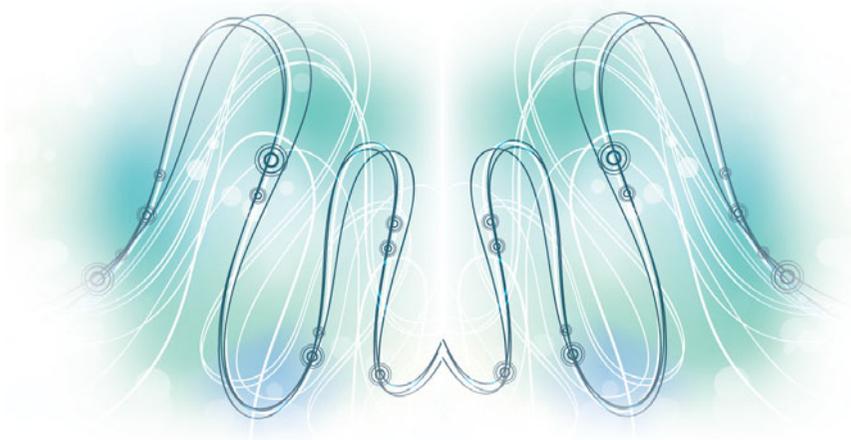
Eric Butow and
Lonzell Watson

FREE SAMPLE CHAPTER



SHARE WITH OTHERS

My Samsung[®] Galaxy Tab[™] 2



**Eric Butow
Lonzell Watson**

que[®]

800 East 96th Street,
Indianapolis, Indiana 46240 USA

My Samsung® Galaxy Tab™ 2

Copyright © 2013 by Pearson Education, Inc.

All rights reserved. No part of this book shall be reproduced, stored in a retrieval system, or transmitted by any means, electronic, mechanical, photocopying, recording, or otherwise, without written permission from the publisher. No patent liability is assumed with respect to the use of the information contained herein. Although every precaution has been taken in the preparation of this book, the publisher and author assume no responsibility for errors or omissions. Nor is any liability assumed for damages resulting from the use of the information contained herein.

ISBN-13: 978-0-7897-5038-9

ISBN-10: 0-7897-5038-4

The Library of Congress cataloging-in-publication data is on file.

Printed in the United States of America

Fourth Printing: May 2013

Trademarks

All terms mentioned in this book that are known to be trademarks or service marks have been appropriately capitalized. Que Publishing cannot attest to the accuracy of this information. Use of a term in this book should not be regarded as affecting the validity of any trademark or service mark.

All Galaxy Tab 2 images are provided by Samsung Electronics America.

Warning and Disclaimer

Every effort has been made to make this book as complete and as accurate as possible, but no warranty or fitness is implied. The information provided is on an “as is” basis. The author and the publisher shall have neither liability nor responsibility to any person or entity with respect to any loss or damages arising from the information contained in this book or from the use of programs accompanying it.

Bulk Sales

Que Publishing offers excellent discounts on this book when ordered in quantity for bulk purchases or special sales. For more information, please contact

*U.S. Corporate and Government Sales
1-800-382-3419
corpsales@pearsontechgroup.com*

For sales outside of the U.S., please contact

*International Sales
international@pearsoned.com*

Editor-in-Chief

Greg Wiegand

Acquisitions Editor

Michelle Newcomb

Development Editor

Charlotte Kughen

Managing Editor

Sandra Schroeder

Senior Project Editor

Anne Goebel

Indexer

Tim Wright

Proofreader

Kathy Ruiz

Technical Editor

Christian Kenyeres

Publishing Coordinator

Cindy Teeters

Book Designer

Anne Jones

Compositor

Mary Sudul

Contents at a Glance

Chapter 1	The Galaxy Tab Universe	3
Chapter 2	Meeting the Samsung Galaxy Tab 2	15
Chapter 3	Setting Up the Galaxy Tab 2	43
Chapter 4	Customizing Android 4	55
Chapter 5	Browsing the Web	71
Chapter 6	Sending Email and Instant Messages	87
Chapter 7	Using the Calendar and Contacts to Simplify Your Life	113
Chapter 8	Playing Music and Video	149
Chapter 9	Reading and Managing Books	175
Chapter 10	Capturing and Managing Photos	193
Chapter 11	Using Maps, Navigation, Local, and Latitude	215
Chapter 12	Enhancing Your Galaxy Tab 2 with Apps	241
Chapter 13	Adding New Hardware	271
Chapter 14	Finding Galaxy Tab 2 Accessories	279
Chapter 15	Troubleshooting Your Galaxy Tab 2	287
	Index	309

This page intentionally left blank

Table of Contents

1

The Galaxy Tab Universe

3

First, a Look at Android.....	4
The Newest Members: The Galaxy Tab 2 Family.....	5
The Galaxy Tab 2 7.0.....	5
The Galaxy Tab 2 10.1	6
Comparing the Tab 2 to Other Tabs.....	7
Galaxy Tab 7.0	7
Galaxy Tab 7.0 Plus.....	8
Galaxy Tab 7.7	9
Galaxy Tab 8.9	10
Galaxy Tab 10.1.....	11
Galaxy Note	11

2

Meeting the Samsung Galaxy Tab 2

15

Investigating the Galaxy Tab 2 Unit.....	16
Physical Features of the Galaxy Tab 2 7".....	16
Physical Features of the Galaxy Tab 2 10"	20
The Galaxy Tab 2 Buttons and Switches.....	22
The Four Galaxy Tab 2 Icons	22
The Power Button.....	25
Volume Control Buttons	27
Galaxy Tab 2 Screens	28
The Lock Screen (Galaxy Tab 2 7").....	28
The Lock Screen (Galaxy Tab 2 10")	29
The Apps Screen (Galaxy Tab 2 7").....	29
The Application Screen (Galaxy Tab 2 7").....	30
Manipulating the Screen.....	31
Tapping an Element	31
Pinching	32
Dragging and Flicking	32
Screen Rotation and Orientation.....	33

Interacting with Android.....	34
Sliders.....	34
Settings Menus.....	34
Button Bar	35
Tab Areas	35
Using the Keyboard	36
Using Special Keyboards and Characters	37

3 Setting Up the Galaxy Tab 2 43

Getting Details About the Galaxy Tab 2.....	44
Setting Up Your Network	46
Syncing the Galaxy Tab 2	51

4 Customizing Android 4 55

Password-Protecting the Galaxy Tab 2.....	55
Changing Your Password	58
Setting Parental Restrictions.....	60
Changing the Date and Time	60
Modifying Your Wallpaper	62
Setting Alert Sounds.....	64
Changing Keyboard and Voice Settings.....	65
Modifying More Settings	67

5 Browsing the Web 71

Browsing to a URL	71
Searching the Web	73
Viewing Web Pages	75
Bookmarking Websites	77
Returning to Previously Visited Pages	78
Deleting Bookmarks	80
Filling in Web Forms.....	82
Copying Text and Images from Web Pages.....	83

6	Sending Email and Instant Messages	87
	Configuring Email	87
	Reading Email.....	91
	Composing a New Message.....	95
	Creating Your Own Signature.....	96
	Deleting Messages	97
	Searching Through Email.....	98
	Configuring Email Settings	100
	Sending and Receiving Instant Messages	102
	Configuring Messenger Settings	108
	Configuring Google Talk Settings	109
7	Using the Calendar and Contacts to Simplify Your Life	113
	Staying Up to Date	113
	Managing Contacts	127
	Managing Your Busy Schedule	136
	Using Calendar Views.....	140
8	Playing Music and Video	149
	Purchasing Music, Movies, and TV Shows on Google Play.....	149
	Playing Videos	152
	Recording Video	156
	Copying Files with Windows Media Player	159
	Connecting as a Mass Storage Device	161
	Samsung Kies for PCs and Macs.....	164
	Adding a Podcast App	166
	Playing Songs.....	168
	Creating Your Own Playlists	170
	Viewing YouTube Videos	172
9	Reading and Managing Books	175
	Logging In to Your Account	176
	Purchasing Books.....	180

Using Reading Aids 182
Adding Bookmarks, Highlights, and Notes 187
Organizing Your Books..... 190

10 Capturing and Managing Photos 193

Using the Camera 194
Navigating Image Viewer..... 200
Tips for Capturing Photos..... 202
Working with Gallery..... 203
Performing Screen Captures..... 209
Editing Images 210

11 Using Maps, Navigation, Local, and Latitude 215

Enabling GPS 216
Getting Around with Maps..... 217
Getting Voice-Command Directions..... 226
Getting to Know Local 230
Enabling Wireless Networks..... 234
Using Latitude..... 236

12 Enhancing Your Galaxy Tab 2 with Apps 241

Getting Apps on Google Play 242
Managing Apps Through Your Home Pages 253
Adding Useful Apps 259
Using Note Everything..... 266

13 Adding New Hardware 271

Galaxy Tab USB and SD Connection Kit..... 272
Bluetooth Keyboards..... 272
Pairing Bluetooth Devices 273
MicroSD Cards..... 274

14	Finding Galaxy Tab 2 Accessories	279
	Protective Cases	279
	Screen Protectors.....	282
	Chargers and Adapters.....	283
15	Troubleshooting Your Galaxy Tab 2	287
	Maintaining Your Galaxy Tab 2.....	288
	Update Galaxy Tab 2 Software.....	288
	Backing Up and Restoring Your Galaxy Tab 2.....	289
	Syncing and Using Manual Backup.....	292
	Extending Battery Life.....	292
	Dim Screen Brightness	294
	Utilize Sleep Mode	296
	Conserve Power by Turning Off Wi-Fi	296
	Conserve Power by Turning Off Bluetooth	297
	Solving Random Galaxy Tab Issues	298
	Difficulty Turning Your Tab On or Off	298
	Touchscreen Becomes Unresponsive	298
	Force Stop an App.....	298
	Battery Does Not Charge.....	301
	Landscape Orientation Does Not Work.....	301
	Troubleshooting Wi-Fi Accessibility Problems	303
	Make Sure Wi-Fi Is Activated	303
	Check Your Range.....	304
	Reset the Galaxy Tab 2 Software.....	304
	Getting Technical Help.....	306
	Contact Your Cellular Provider or Samsung.....	306

About the Authors

Eric Butow began writing books in 2000 when he wrote *Master Visually Windows 2000 Server*. Since then, Eric has authored or coauthored 19 other books. Those books include Addison-Wesley's *User Interface Design for Mere Mortals*, Amacom's *How to Succeed in Business Using LinkedIn*, Wiley Publishing's *Droid Companion*, Que Publishing's *My Samsung Galaxy Tab*, and, most recently, Que Publishing's *Blogging to Drive Business, Second Edition*.

Eric lives in Jackson, California. He has a Master's degree in communication from California State University, Fresno, and is the owner of Butow Communications Group (BCG), an online marketing ROI improvement firm.

Website: <http://butow.net>

LinkedIn: <http://linkedin.com/in/ebutow>

Lonzell Watson is the best-selling author of the *Teach Yourself Visually iPad* book series. His books have won the International Award of Excellence, the award of Distinguished Technical Communication and Best of Show presented by the Society for Technical Communication, for the past two years in a row. He is the author of other popular titles including *My Samsung Galaxy Tab*, *My HTC EVO 3D*, *Teach Yourself Visually Digital Video*, *Teach Yourself Visually Final Cut Pro*, and the *Canon VIXIA Digital Field Guide*.

Lonzell is an instructional designer in the aerospace and defense industry and is also an Adjunct Professor in the College of Business at Bellevue University. He holds a Master's degree in Instructional Design and Development and is the owner of Creative Intelligence LLC, an instructional design and technical writing company.

Website: <http://creativeintel.com>

LinkedIn: <http://linkedin.com/pub/lonzell-watson/6/b64/499>

Dedication

To all the daycare kids I helped take care of over the years. You're growing up in an exciting time.

—Eric Butow

To Antonio Tapia. Thank you so much for your guidance and insight. For this, I am forever grateful.

—Lonzell Watson

Acknowledgments

Eric Butow: My thanks as always to my family and friends. I want to thank my awesome literary agent, Carole Jelen, as well as Cindy Teeters, Greg Wiegand, and especially Michelle Newcomb. Finally, I want to thank my coauthor, Lonzell Watson, for his help making this book a reality.

Lonzell Watson: I would like to give special thanks to Michelle Newcomb, without whom this project would not have been possible. I would like to thank Antonio Tapia for all of his hard work and insight. Special thanks go to Laura Clor, to my lovely wife, Robyn, to Shannon Johnson, and Danya and Sean Platt.

We Want to Hear from You!

As the reader of this book, *you* are our most important critic and commentator. We value your opinion and want to know what we're doing right, what we could do better, what areas you'd like to see us publish in, and any other words of wisdom you're willing to pass our way.

As an editor-in-chief for Que Publishing, I welcome your comments. You can email or write me directly to let me know what you did or didn't like about this book—as well as what we can do to make our books better.

Please note that I cannot help you with technical problems related to the topic of this book. We do have a User Services group, however, where I will forward specific technical questions related to the book.

When you write, please be sure to include this book's title and author as well as your name, email address, and phone number. I will carefully review your comments and share them with the author and editors who worked on the book.

Email: feedback@quepublishing.com

Mail: Greg Wiegand
 Editor-in-Chief
 Que Publishing
 800 East 96th Street
 Indianapolis, IN 46240 USA

Reader Services

Visit our website and register this book at quepublishing.com/register for convenient access to any updates, downloads, or errata that might be available for this book.

For the latest printing, an updated article about Jelly Bean can be found at:
<http://www.quepublishing.com/articles/article.aspx?p=2068143>.



Learn how to password-protect your Galaxy Tab 2

Learn how to set parental restrictions

Learn about modifying screen wallpaper

Learn about setting alert sounds

Learn how to change keyboard settings

Your Galaxy Tab 2 isn't just a static system that forces you to work with it. It's malleable so you can change many attributes of the system to work the way you prefer. The topics in this chapter include the following:

- Password-protecting the Galaxy Tab 2
- Setting parental restrictions
- Changing the date and time
- Modifying your wallpaper
- Setting alert sounds
- Changing keyboard settings

4

Customizing Android 4

Password-Protecting the Galaxy Tab 2

One of the first things you should do when you set up your Galaxy Tab 2 is password-protect it so that unauthorized persons can't use your Galaxy Tab 2 or gain access to the data stored on it.

1. Tap the clock in the Notification bar.
2. Tap Settings.
3. Tap Security.
4. Tap Screen Lock.
5. Tap Password.
6. Type your password in the Select Password screen. The password must be at least four characters. A couple of seconds after you tap the letter, the letter turns into a dot to hide what you just entered. Tap Continue.



1

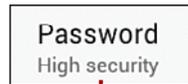


2

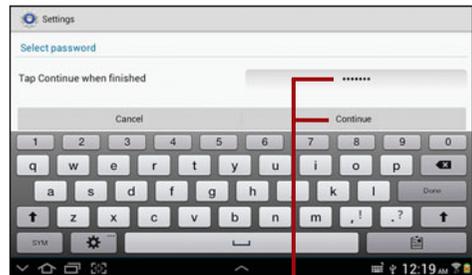


3

4



5



6

7. Retype the password in the Confirm Password screen (which is identical to the Select Password screen) and then tap OK.

The next time you log in to your Galaxy Tab 2, you are prompted to type in your password in the password box. If the keyboard doesn't appear on the screen right away, tap the password box to open the keyboard.



7



**Type your password
in the password box**

>>> Go Further

WHAT IF I CAN'T REMEMBER MY PASSWORD?

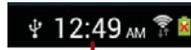
If you can't remember your password, your only recourse is to reset your Galaxy Tab 2 so that you wipe all the data from it and start from scratch. Unfortunately, this means that all your other data is wiped off the unit as well. Use the following steps to reset your Tab.

1. Turn your Galaxy Tab 2 off if it isn't already. You might need to remove the battery to turn off the unit.
2. Press and hold the Power and Volume Up buttons.
3. When you see the Samsung Galaxy Tab 2 logo, release the Power button but continue to hold the Volume Up button.
4. When the recovery screen appears, tap the Volume Down button until wipe data/factory reset is highlighted.
5. Press the Power button.
6. In the next screen, press the Volume Down button until Yes—Delete All User Data is highlighted.
7. Press the Power button.
8. After the Galaxy Tab 2 wipes the system data, press the Power button to reboot the system.

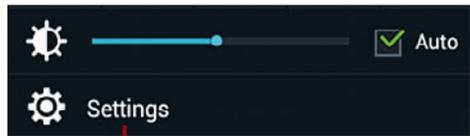
Changing Your Password

It's a good idea to change your password regularly so you have the peace of mind of knowing that you're keeping one step ahead of potential thieves.

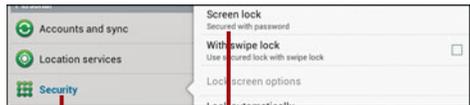
1. Tap the clock in the Notification bar.
2. Tap Settings.
3. Tap Security.
4. Tap Screen Lock.
5. Type your password in the Confirm Password screen and then tap Continue.
6. Tap Password.



1

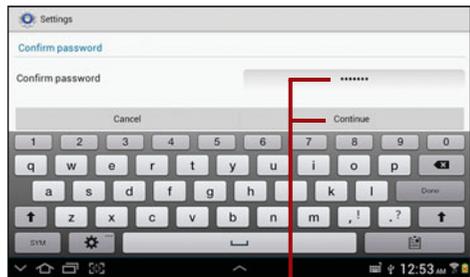


2



3

4



5



6

7. Type your password in the Select Password screen. The password must be at least four characters. A couple of seconds after you tap the letter, the letter turns into a dot to hide what you just entered. Tap Continue.
8. Retype the password in the Confirm Password screen (which is identical to the Select Password screen) and then tap OK. The next time you log in to your Galaxy Tab 2 you are prompted to type in your new password.



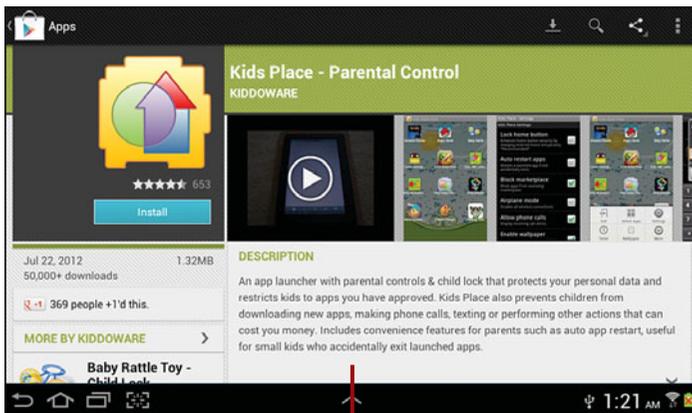
ENTER A PATTERN OR NUMERIC PIN

The Galaxy Tab 2 gives you one of three options for password-protecting your unit: a text password, a numeric PIN (such as the one you use for an ATM card), or a pattern that you can draw on the screen. In the Screen Unlock Settings screen, tap Pattern or PIN to create a new pattern or numeric PIN, respectively. Then follow the step-by-step instructions to set the PIN.

Setting Parental Restrictions

Android 4 doesn't include parental restriction settings for specific applications aside from the pattern, PIN, or text password used for full access to the Galaxy Tab 2.

However, you can find parental control apps in the Google Play Store. Search for "parental control" or "parental controls," read the user reviews for each app, and then decide whether you want to download an app to see if it works for you.



An example of a parental control app in the Google Play Store

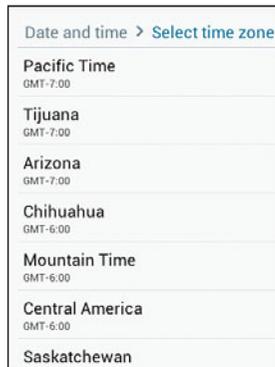
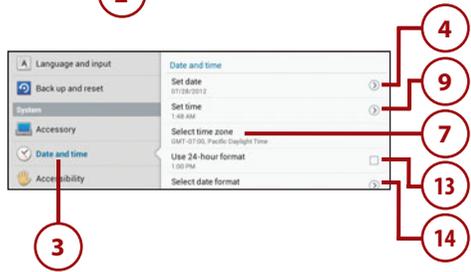
Change Your Content Filter Settings in the Google Play Store

You can determine what types of apps are shown to anyone who uses your Galaxy Tab 2 by setting the content filtering settings within the Google Play Store. You can show all apps or you can show apps by maturity level. You find out more about how to do this in Chapter 12, "Enhancing Your Galaxy Tab 2 with Apps."

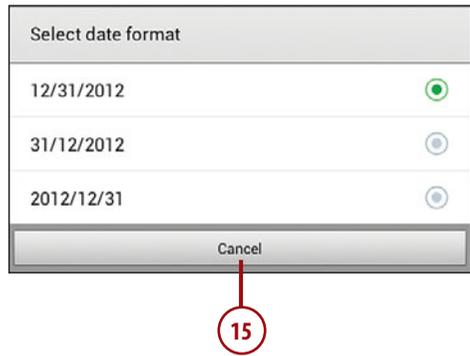
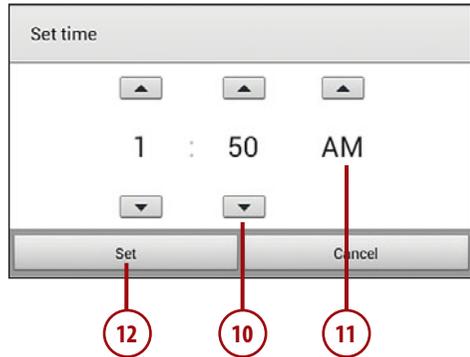
Changing the Date and Time

You can set the date and time for your Galaxy Tab 2, change the time zone, change the date format, and display whether you want to display the time as standard 12-hour or 24-hour (military) time.

1. Tap the clock in the Notification bar.
2. Tap Settings.
3. Tap Date and Time.
4. Tap Set Date.
5. Tap the month, date, or year to change the date information. You can also tap the up and down arrow buttons above and below the month, date, or year to move the information up or down one month, one date, or one year, respectively.
6. Tap Set.
7. Tap Select Time Zone.
8. Tap the time zone for your locality.
9. Tap Set Time.



10. Tap the hour and/or minute to change the time information. You can also tap the up or down arrow buttons above and below the hour or minute to move the hour or minute by one hour or one minute, respectively.
11. Tap the AM or PM button to change the time of day between AM and PM.
12. Tap Set.
13. Tap Use 24-hour Format to change the format to 24-hour time. Note that the time on the Notification bar reflects the change. You can return to 12-hour time by tapping Use 24-hour Format again.
14. Tap Select Date Format.
15. Change the date format by tapping one of the three format options. If you don't want to change the date format, tap Cancel.



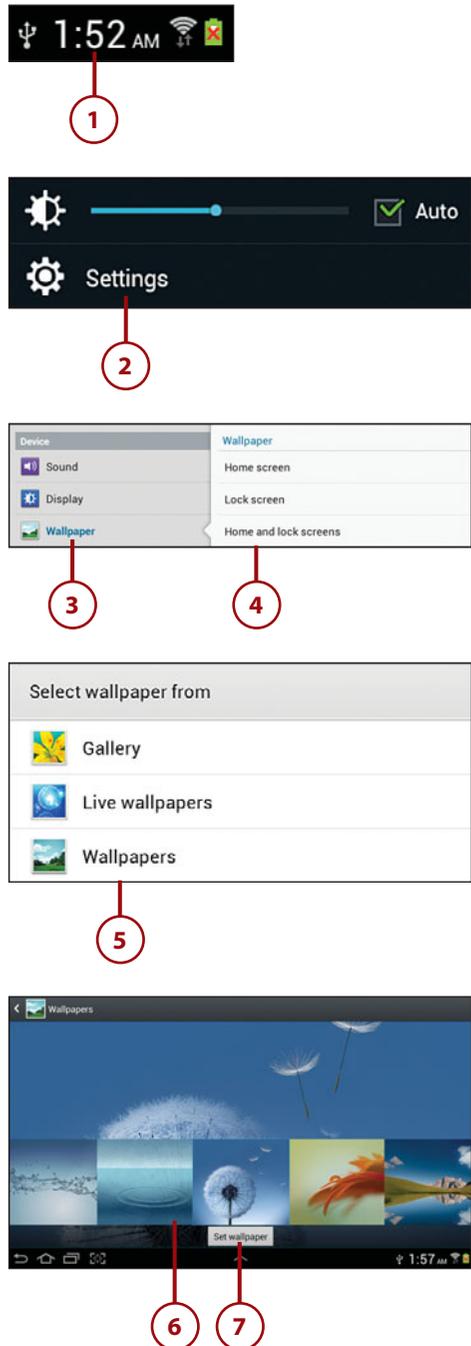
Modifying Your Wallpaper

The standard wallpaper appears behind both the lock screen and the Home screen. Android makes it easy for you to change the wallpaper to whatever you want.

1. Tap the clock in the Notification bar.
2. Tap Settings.
3. Tap Wallpaper.
4. Tap Home Screen, Lock Screen, or Home and Lock Screens depending on where you want to display your wallpaper. This example uses the Home and Lock Screens option.
5. Select where you want to get the wallpaper by tapping Gallery, Live Wallpapers, or Wallpapers.
6. Scroll through the thumbnail images of wallpapers.
7. When you find wallpaper you want, tap Set Wallpaper. The new wallpaper appears on your Home and lock screens.

The Difference Between Wallpaper and Live Wallpaper

So what makes wallpaper “live” on the Galaxy Tab 2? The difference is animation. For example, if you select the Bubbles live wallpaper then you see the bubbles move around and fade in and out in the background screen. Regular wallpaper doesn’t have any animated features.



Setting Alert Sounds

If you want the Galaxy Tab 2 to make noise when you perform different actions, such as when you tap something on the screen, you can change the alert sounds or turn them off entirely.

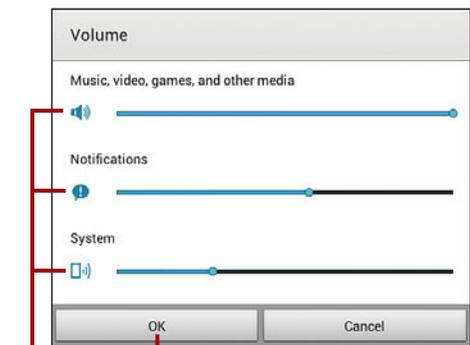
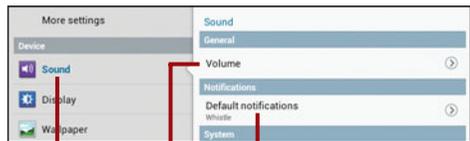
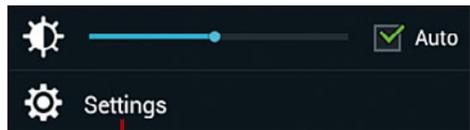
1. Tap the clock in the Notification bar.
2. Tap Settings.
3. Tap Sound.

The One Guaranteed Solution for Silence

The Galaxy Tab 2 makes certain noises by default. For example, the unit plays tones when you use the dial pad on the phone.

If you really want to ensure that the unit doesn't make any noise, the one foolproof solution is to turn off the Galaxy Tab 2 unit.

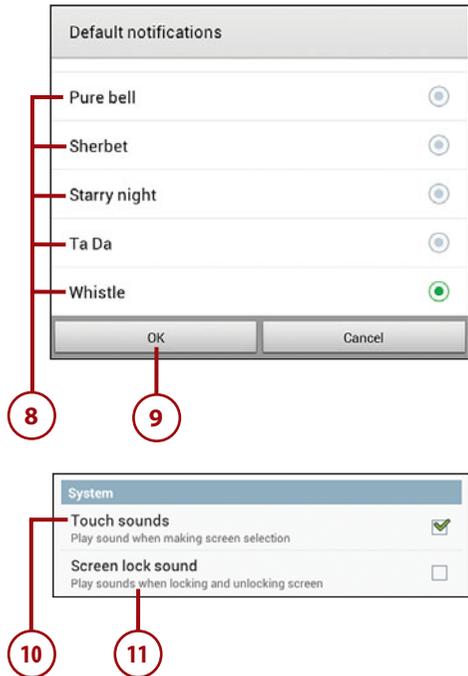
4. Tap Volume.
5. Change the volume for music, video, games, and other media, notifications, and system sounds by dragging the appropriate slider bar to the left (lower volume) or right (higher volume).
6. Tap OK.
7. Tap Default Notifications.



5

6

8. Set the notification ringtone from the menu. This ringtone plays whenever you receive a notification. If you don't want a ringtone, scroll to the top of the list and tap Silent.
9. Tap OK.
10. Tap Touch Sounds to play a sound when you make a screen selection.
11. Tap Screen Lock Sound to play sounds when you lock and unlock the screen.

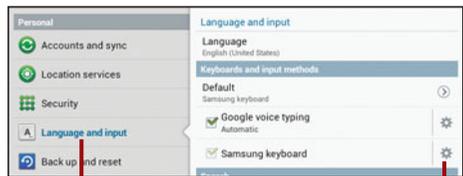
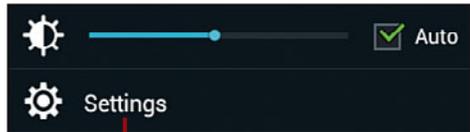


Changing Keyboard and Voice Settings

The Galaxy Tab 2 7" comes with two keyboards activated by default: the Samsung keyboard and the Swype keyboard. The Galaxy Tab 2 10" gives you more input options: the Android keyboard, the Samsung keyboard, and the TalkBack keyboard, which enables you to use your voice to manipulate the Galaxy Tab 2.

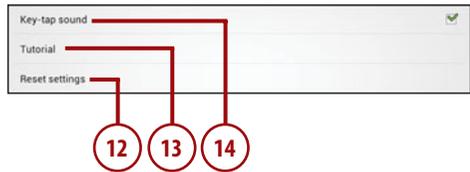
The examples in this book use keyboard settings for the Samsung keyboard, which is the default keyboard the Galaxy Tab 2 uses when you type text, as well as built-in keyboard settings that apply to all keyboards.

1. Tap the clock in the Notification bar.
2. Tap Settings.
3. Scroll down the Settings list and then tap Language and Input.
4. Because the default is the Samsung keyboard, tap the settings icon to the right of Samsung Keyboard.
5. Tap Input Language if you want to change the default keyboard input language.
6. Slide the Predictive Text slider to off (the slider turns from a green bar with an I to a gray bar with a O) if you don't want the Galaxy Tab 2 to guess what you're typing and provide you with suggestions for words so you don't have to keep typing all the time. This is similar to the auto-complete feature in word processors.
7. Tap Continuous Input to enter text by sliding the finger across the keyboard to type words. After you release your finger the word that the Galaxy Tab 2 thinks you're trying to type appears on the screen.
8. Tap Voice Input to use voice input instead of the keyboard.
9. Tap Auto Capitalization to turn off auto-capitalization for words. By default, the Galaxy Tab 2 auto-capitalizes the first word in a sentence. If the Galaxy Tab 2 recognizes a punctuation mark and a space, the next letter is capitalized automatically unless you tap the Shift key to turn it off.



(There are exceptions to this rule, such as when you type in the To box when you compose a new email message.) You can turn the feature back on by tapping Auto Capitalization.

10. Tap Auto-Punctuate to automatically insert a full stop after a word by double-tapping the space bar.
11. Tap Character Preview to display the character you're typing on the keyboard in a box above the key for about a second after you tap the key.
12. Tap Key-Tap Sound to have the Galaxy Tab 2 make a sound each time you press a key.
13. Tap Tutorial to get a quick and easy tutorial about how to use the keyboard.
14. If you change your mind after you make settings and decide you want the default settings instead, tap Reset Settings.



Modifying More Settings

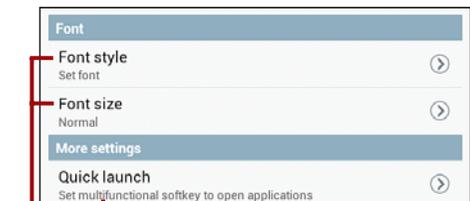
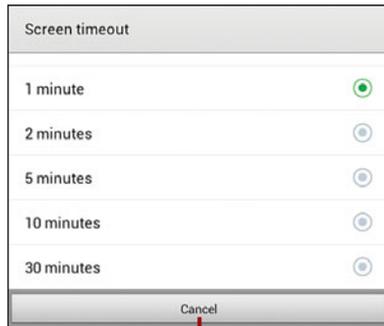
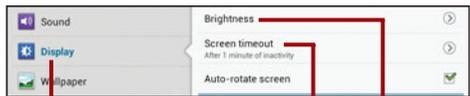
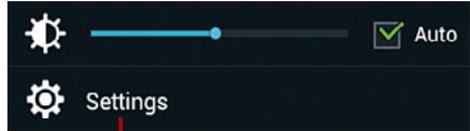
There are too many settings in Android to cover in this book, but here are some of the more important settings that you should know about.

1. Tap the clock in the Notification bar.
2. Tap Settings.
3. Tap Display.
4. Set the brightness level by tapping Brightness and then move the slider in the Brightness window to change the brightness level. When you finish changing the brightness level, tap OK.
5. Tap Screen Timeout.
6. Select the period of inactivity after which the screen times out and goes dark. The default is one minute. If you don't want to change the time interval, tap Cancel.

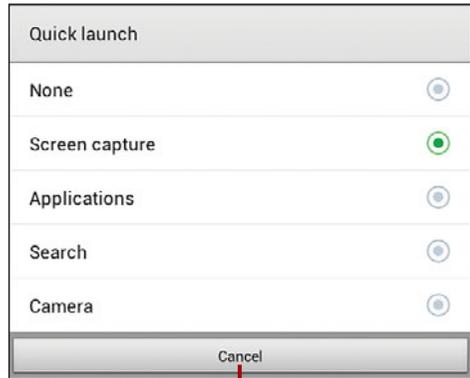
Powering Up Your Screen

After the screen goes dark, you can easily start it again by tapping the screen or pressing the Power button. If your Galaxy Tab 2 is password-protected (or PIN or pattern-protected), you must type your password (or PIN or pattern) to start using the Galaxy Tab 2 again.

7. Set the font style and size by tapping Font Style and Font Size, respectively, in the Font area.
8. Tap Quick Launch to change the quick launch icon in the Notification bar.



- The default Quick Launch icon is the screen capture icon that appears to the right of the task manager icon. You can change the Quick Launch icon to launch applications, search, or the camera. If you don't want to have a Quick Launch icon, tap None. After you tap the icon in the list, the icon in the Notification bar changes (or disappears after you tap None) to reflect your choice. If you change your mind and don't want to change the icon, tap Cancel.



This page intentionally left blank

Index

A

- accepting permissions, 248
- accessories
 - adapters, 284
 - Bluetooth devices, pairing, 273-274
 - Bluetooth keyboards, 272
 - Galaxy Tab USB, 272
 - power chargers, 283-284
 - protective cases, 279-281
 - Samsung Car Adapter, 283
 - screen protectors, 282-283
 - SD adapter, 272
- accounts
 - Contacts accounts, setup, 127-128
 - News360 accounts, creating, 120-121
- AccuWeather app, 113-116
- adapters, 283-284
- adding
 - apps to Home screen, 255
 - attachments to email, 95
 - contacts, 129-132
 - Dictionary app, 260-261
 - email contacts, 92
 - hardware, 271
 - notes in ebooks, 189
 - photos to instant messages, 105
 - places to Local app, 232-233
 - RSS readers, 262-265
 - songs to playlists, 171
- adjusting brightness level, 68, 294-295
- alarms for calendar events, setting, 138
- albums (music), purchasing from Google Play, 151
- albums (photo), creating, 204-206
- alert sounds
 - configuring, 64-65
 - notification ringtone, setting, 65
- alternative routes
 - in Maps app, 223
 - in Navigation app, 228
- alternatives to protective cases, 281
- Android operating system, 4
 - button bar, 35
 - keyboard
 - capitalizing letters*, 37
 - Clipboard key*, 39
 - special characters*, 37-38
 - typing on*, 36
 - Settings menu icons, 34
 - sliders, 34
 - Tab areas, 35
 - text, copying/pasting, 39-40
- antiglare protective screens, 283
- applications screen
 - Galaxy Tab 2 7.0, 29-30
 - Galaxy Tab 2 10.1, 30
- appointments. *See* events, 136-139
- apps
 - AccuWeather, 113-116
 - closing in Task Manager, 24
 - Dictionary, adding, 260-261
 - disabling update notifications, 249
 - finding high-quality apps, 245-247
 - force stopping, 298
 - getting help with, 252-253

icons, rearranging on Home screens, 254-257

Internet Explorer 10. *See* Internet Explorer 10

Latitude, sharing locations, 236-239

Local

- adding places, 232-233*
- browsing, 230-231*

Maps

- finding locations, 217-220*
- getting directions, 221-223*
- inaccurate/incomplete data, 218*
- specifying locations w/o addresses, 224-226*
- switching map views, 220*

Navigation

- viewing map, 229*
- voice-command directions, 226-229*

News360 for Tablets, 114, 120-127

Note Everything, 266-269

Note Everything (NE) GDocs, 267

permissions, accepting, 248

Pulse, adding, 262-265

purchasing, 247-249

rating, 250-251

searching for, 242-245

S Planner, creating calendar events, 136-139

Stock Alert Tablet Edition, 114, 117-119

troubleshooting, 299-300

uninstalling, 257

updating, 249

widgets, 257-259

ArmorSuit Military Shield, 282

arranging ebook library, 190

assigning contacts to groups, 131

attachments, adding to email messages, 95

auto-capitalization, enabling, 66

Automatic Brightness setting, 295

Automatic Restore option, 291

automatic scene modes (Camera app), 195

Auto-Rotate setting, 302

B

Back icon, 23

backing up content, 289

- automatic Google account backup, ensuring, 290
- Automatic Restore option, 291

Google account backup, ensuring, 291

manual backups, performing, 292

barcodes, scanning, 267

battery

- troubleshooting, 301
- extending life of, 292
 - Bluetooth, turning off, 297*
 - screen brightness, adjusting, 294-295*
 - Sleep mode, 296*
 - Wi-Fi, turning off, 296*

battery life, extending

Battery Usage screen, 293

BeyondPod, 166

biology. *See* science apps

Bluetooth

- configuring, 49
- devices, pairing, 273-274
- keyboards, 272
- turning off, 297

bookmarks

- deleting, 81
- locations, 222
- syncing, 81

books. *See* ebooks

brightness level, adjusting, 68

browser, 71

browsing

- the Internet, 72-73
- Local app, 230-231

built-in camera. *See also* Camera app

- effects, adding, 158
- exposure level, adjusting, 158
- video, recording, 157-159

button bar (Android), 35

buying apps, 247-249

C

calendars

- events
 - alarms, setting, 138*
 - creating, 136-139*
- views
 - Day View, 141-142*
 - List View, 144-145*
 - Month View, 143-144*
 - Task View, 145-146*
 - Week View, 142-143*
 - Year View, 140*

Camera app

- automatic scene modes, 195
- effects, adding, 158

- exposure level, adjusting, 158
- metering, 197
- photos
 - emailing*, 208
 - exposure level, adjusting*, 197
 - GPS tagging*, 196
 - reviewing*, 200
 - sharing*, 200
 - shooting*, 194-195, 199
- scene modes, 196
- shooting modes, 199
- shutter lag, 202
- Timer icon, 198
- video, recording, 156-159
- white balance, adjusting, 196
- capitalizing letters on keyboard, 37
- cases. *See* protective cases, 279-281
- categories in News360 for Tablets app, rearranging, 125
- Centre-Weighted metering, 197
- changing
 - date and time, 60-62
 - Quick Launch icon, 68-69
- changing your password, 58-59
- chargers, 283-284
- cleaning your Galaxy Tab, 288
- clear protective screens, 282
- Clipboard key, 39
- closing apps in Task Manager, 24
- comparing Galaxy Tab 2 with other Tabs, 7
 - Galaxy Tab 7.0, 7
 - Galaxy Tab 7.0 Plus, 8
 - Galaxy Tab 7.7, 9
 - Galaxy Tab 8.9, 10
 - Galaxy Tab 10.1, 11
- completing web forms, 82
- composing email messages, 95
- configuring
 - alert sounds, 64-65
 - Bluetooth, 49
 - connection to Mac computers, 163
 - content filter settings, 60
 - ebook settings, 185-186
 - email accounts, 87-90, 100-102
 - Google Talk app, 109-111
 - Internet connection, 46-48
 - keyboard settings, 65-67
 - Kobo account settings, 179
 - Messenger app, 108-109
 - parental restrictions, 60
 - voice input, 66
 - VPNs, 49-50
 - Wi-Fi, 47-48
- contacts
 - adding, 129-132
 - assigning to groups, 131
 - creating, 92
 - display preferences, 132
 - joining, 133-134
 - as location information in Maps, 222
 - managing, 135
 - opening records, 134-135
 - searching, 132
 - sending email to, 135
 - sharing namecards, 135
 - unjoining, 134
 - updating, 131
- Contacts widget
 - account setup, 127-128
 - contacts
 - adding*, 129-132
 - assigning to groups*, 131
 - display preferences*, 132
 - joining*, 133-134
 - managing*, 135
 - opening records*, 134-135
 - searching*, 132
 - sending email to*, 135
 - sharing namecards*, 135
 - unjoining*, 134
 - updating*, 131
- content filter, configuring, 60
- conversations (instant messaging), starting, 105-106
- copying
 - files with Mass Storage USB mode, 161-163
 - images from web pages, 83-85
 - media files with Windows Media Player, 159-161
 - text, 39-40
 - text from web pages, 83
- creating
 - email signatures, 97
 - folders in Email app, 94
 - photo albums, 204-206
 - playlists, 170-171
- cropping photos, 210-211
- Cupcake, 4
- customizing Home screens, 256

D

- date and time, changing, 60-62
- Day View, 141-142
- deleting
 - bookmarks (Internet app), 80-81
 - email messages, 97-98
 - feeds, 167
 - notes from ebooks, 189
- Dictionary app, adding, 260-261
- dimming the screen, 294
- directions
 - obtaining, 221-223
 - voice-command directions, 226-229
- disabling
 - app update notifications, 249
 - wireless Internet connections, 48
- disconnecting from VPNs, 50
- displaying features of Galaxy Tab 2, 44-45
- display preferences for contacts, 132
- double-tapping gesture, 31
- downloading apps, 247-249
- dragging gesture, 32
- DRM (Digital Rights Management), 165

E

- ebooks
 - notes, adding, 189
 - organizing, 190
 - purchasing, 178-181
 - reading, 182-184
 - removing from library, 191
 - settings, configuring, 185-186
 - text, highlighting, 187-188
- editing Kobo account settings, 181
- effects, adding to photos, 198
- email. *See also* email accounts
 - attachments, adding, 95
 - composing, 95
 - contacts, creating, 92
 - messages
 - deleting, 97-98
 - searching through, 99
 - reading, 91-94
 - searching through, 98
 - sending to contacts, 135
 - signatures, creating, 96-97
 - spam, preventing, 94

- email accounts
 - configuring, 87-90, 100-102
 - IMAP, 88
 - POP, 88
- Email app, creating folders, 94
- emailing photos
 - from Camera app, 208
 - from Gallery, 207-208
- enabling
 - auto-capitalization, 66
 - GPS, 216
 - password protection, 55-57
 - Wi-Fi, 234-235
- ensuring
 - automatic Google account backup, 291
 - Google account backup, 290
- error messages, "Your Current Location Is Temporarily Unavailable" warning, 225
- events
 - alarms, setting, 138
 - creating, 136-139
- exporting Google Docs notes, 267
- exposure level, adjusting for built-in camera, 158, 197
- extended keyboards, 37-38
- extending battery life, 292
 - Bluetooth, turning off, 297
 - screen brightness, adjusting, 294-295
 - Sleep mode, 296
 - Wi-Fi, turning off, 296

F

- features of Galaxy Tab 2, displaying, 44-45
- feeds, deleting/updating, 167
- files, copying with Mass Storage USB mode, 161-163
- finding
 - high-quality apps, 245-247
 - locations, 217-220
- firmware, updating, 289
- flicking gesture, 32
- folders, creating in Email app, 94
- font style, setting, 68
- force stopping apps, 298
- forecasts, AccuWeather app, 114-116
- formatting MicroSD cards, 275-276

G

- Galaxy Note, comparing with Galaxy Tab 2, 11
- Galaxy Tab 2
 - gestures
 - double-tapping*, 31
 - dragging*, 32
 - flicking*, 32
 - pinching*, 32
 - tapping*, 31
 - Notification bar icons, 22-24
 - Power button, 25-26
 - screen orientation, 33
 - setup, 22
 - volume control buttons, 27-28
- Galaxy Tab 2 7.0, 5-6
 - applications screen, 29-30
 - lock screen, 28
 - operating system version on, 15
 - physical features, 16-19
 - unlocking, 28
- Galaxy Tab 2 10.1, 6-7
 - applications screen, 30
 - lock screen, 29
 - operating system version on, 16
 - physical features, 20-21
 - unlocking, 29
- Galaxy Tab 7.0, comparing with Galaxy Tab 2, 7
- Galaxy Tab 7.0 Plus, comparing with Galaxy Tab 2, 8
- Galaxy Tab 7.7, comparing with Galaxy Tab 2, 9
- Galaxy Tab 8.9, comparing with Galaxy Tab 2, 10
- Galaxy Tab 10.1, comparing with Galaxy Tab 2, 11
- Galaxy Tab USB, 272
- Gallery, photos
 - cropping, 210-211
 - emailing, 207-208
 - managing, 203-206
- gestures
 - double-tapping*, 31
 - dragging*, 32
 - flicking*, 32
 - pinching*, 32
 - tapping*, 31
- Gingerbread, 4
- Google account, ensuring automatic backup, 290-291

- Google Docs, importing/exporting notes, 267
- Google Play, 149
 - apps
 - disabling update notifications*, 249
 - finding high-quality apps*, 245-247
 - getting help with*, 252-253
 - purchasing*, 247-249
 - rating*, 250-251
 - searching for*, 242-245
 - updating*, 249
 - content, purchasing, 150-151
- Google Play Music, 152
- Google Play Store, 60, 107
- Google Talk app, 106
 - configuring, 109-111
 - status updates, 107
- GPS. *See also* locations
 - enabling, 216
- Local app
 - adding places*, 232-233
 - browsing*, 230-231
 - photos, tagging, 196
 - voice-command directions, 226-229
- groups, assigning contacts to, 131

H

- hardware
 - adding, 271
 - Bluetooth devices, pairing, 273-274
 - Bluetooth keyboards, 272
 - SD adapter, 272
- help with apps, 252-253
- highlighting ebook text, 187-188
- high-quality apps, finding, 245-247
- history (Internet app), 79
- Home icon, 23
- Home screen
 - app icons, rearranging, 254-257
 - launching Stock Alert Tablet app, 118
- Home screens, customizing, 256
- Honeycomb, 4

I

- Ice Cream Sandwich, 4
- icons
 - for apps, rearranging on Home screens, 254-257
 - in Notification bar, 22-24

Quick Launch icon, changing, 68-69
 Timer icon (Camera app), 198
 images, copying from web pages, 83-84
 Image Viewer, 200-202
 IMAP (Internet Message Access Protocol), 88
 importing Google Docs notes, 267
 inaccurate barcode scanners, 268
 inaccurate/incomplete data in Maps app, 218
 incoming email settings, configuring, 102
 instant messages, sending and receiving, 103-105
 Internet. *See also* Internet app
 connecting to, 46-48
 VPNs, configuring, 49-50
 Internet app, 73
 bookmarks, deleting, 80-81
 browsing the Internet, 71
 searching the Web, 73-75
 web forms, completing, 82
 web pages
 copying text and images from, 83-85
 returning to, 78-79
 viewing, 75, 78
 iTunes, syncing with, 53

J-K

Jelly Bean, 5
 joining contacts, 133-134

keyboard

capitalizing letters, 37
 Clipboard key, 39
 configuring, 65-67
 special characters, 37-38
 Swype keyboard, 65
 typing on, 36

Kobo

account, configuring, 178-179
 ebooks, purchasing, 180

L

landscape orientation, troubleshooting, 301
 Latitude app, sharing locations, 236-239
 launching Stock Alert Tablet app, 118
 library (ebook)
 ebooks, removing, 191
 organizing, 190
 List View, 144-145
 live wallpaper, 63

Local app

adding places, 232-233
 browsing, 230-231
 locating Galaxy Tab model number, 306-307
 locations. *See also* GPS
 bookmarking, 222
 finding, 217-220
 inaccurate/incomplete data, 218
 sharing, 236-239
 specifying without addresses, 224-226
 Wi-Fi, enabling, 234-235
 Your Current Location Is Temporarily Unavailable warning, 225
 locking screen orientation, 33
 lock screen
 Galaxy Tab 2 7.0, 28
 Galaxy Tab 2 10.1, 29

M

Mac computers

connecting to, 163
 Samsung Kies, 164-165
 Mac OS, syncing with Galaxy Tab 2, 51
 maintaining your Galaxy Tab, 288
 managing

contacts, 135
 photos with Gallery, 203-206
 manual backups, performing, 292
 maps, viewing in Navigation app, 229

Maps app

directions, obtaining, 221-223
 inaccurate/incomplete data, 218
 locations
 finding, 217-220
 specifying without addresses, 224-226
 views, switching, 220

Mass Storage USB mode, copying files, 161-163

media files

copying with Windows Media Player, 159-161
 podcasts, playing, 166-167
 memory cards, MicroSD cards
 formatting, 275-276
 unmounting, 276
 messages (email)
 composing, 95
 deleting, 97-98
 searching through, 98-99

Messenger app
 configuring, 108-109
 conversations, starting, 105-106
 instant messages, sending and receiving, 103-105
 metering, 197
 MicroSD cards, 274
 formatting, 275-276
 unmounting, 276
 mirrored protective screens, 283
 model number, locating on your Galaxy Tab, 306-307
 modifying
 directions, 223
 wallpaper, 62-63
 Moko Slim-Fit Cover Case, 280
 monitoring power usage, 293
 Month View, 143-144
 Multimedia Sync interface, 164
 music
 DRM restrictions, 165
 playing, 168-169
 playlists, creating, 170-171
 purchasing from Google Play, 150-151
 Music Player app
 playlists, creating, 170-171
 songs, playing, 168-169

N

namecards, sharing, 135
 Navigation app
 viewing map, 229
 voice-command directions, 226-229
 network issues, troubleshooting, 304
 News360 for Tablets app, 114, 120-127
 news feeds. *See* RSS readers, 262-265
 newspapers, subscribing to, 176-178
 Notification bar icons, 22-24
 Note Everything app, 266-269
 notes (ebook)
 adding, 189
 viewing, 190
 Notification bar, 46, 138
 notification ringtone, setting, 65

O

obtaining technical assistance, 306
 opening contact records, 134-135

operating system version, verifying
 on Galaxy Tab 2 7.0, 15
 on Galaxy Tab 2 10.1, 16
 organizing
 ebooks, 190
 photos, 204-205
 orientation of screen, 33, 301-303
 outgoing email settings, configuring, 102
 overheating issues, troubleshooting, 301

P

paging through ebooks, 183
 pairing Bluetooth devices, 273-274
 Panorama mode (Camera app), 199
 parental restrictions, setting, 60
 password protection, enabling, 55-57
 passwords
 changing, 58-59
 resetting, 57
 pasting text, 39-40
 PCs, Samsung Kies, 164-165
 permissions, accepting, 248
 photo albums, creating, 204-206
 photo-editing software, 212
 Photo Editor, 212
 photos
 adding to instant messages, 105
 cropping, 210-211
 effects, adding, 198
 emailing, 207-208
 exposure level, adjusting, 197
 GPS tagging, 196
 managing with Gallery, 203-206
 organizing, 204-205
 reviewing, 200
 screen captures, performing, 209
 sharing, 200
 slideshows, starting, 200
 taking, 194-195, 199
automatic scene modes, 195
shutter lag, 202
 white balance, adjusting, 196
 Photo Studio, 212
 physical features
 Galaxy Tab 2 7.0, 16-19
 Galaxy Tab 2 10.1, 20-21
 pictures. *See* photos
 pinching gesture, 32
 playing
 podcasts, 166-167

- songs, 168-169
- videos, 152-155
- playlists, creating, 171
- Play Store. *See* Google Play
- podcasts, playing, 166-167
- POP (Post Office Protocol), 88
- Power button, 25-26
- power chargers, 283-284
- power usage, monitoring, 293
- Predictive Text slider, 66
- PressDisplay, subscribing to newspapers, 176-178
- preventing
 - spam, 94
 - unauthorized purchases, 179
- preventive maintenance, 288
- protective cases, 279-281
- Pulse app, adding, 262-265
- purchasing
 - apps, 247-249
 - ebooks, 178-181
 - songs from Google Play, 150-151

Q-R

- Quick Launch icon, changing, 69
- rating apps, 250-251
- Readers Hub app
 - ebooks, purchasing, 178-181
 - newspapers, subscribing to, 176-178
- reading
 - ebooks, 182-184
 - email, 91-94
- rearranging
 - app icons on Home screen, 254-257
 - categories in News360 for Tablets app, 125
- receiving instant messages, 103-105
- recording
 - video, 156-159
 - voice notes, 268
- refreshing
 - news stories in News360 for Tablets app, 127
 - RSS readers, 263
 - stock information, 119
 - weather forecasts in AccuWeather app, 116
- reminders for calendar events, setting, 138
- removing
 - app icons from Home screens, 256

- ebooks from library, 191
- highlights from ebook text, 188
- notes from ebooks, 189
- songs from playlists, 171
- resetting
 - Galaxy Tab software, 304-305
 - password, 57
- restoring content, Automatic Restore option, 291
- returning to previously visited web pages, 78-79
- reviewing photos, 200
- ringtones, setting notification ringtone, 65
- rotation of screen, 33
- RSS readers, adding, 262-265

S

- Samsung Car Adapter, 283
- Samsung Kies, 164-165
- Samsung Media Hub, 152
- Samsung website, 306
- scanning barcodes, 267
- scene modes (Camera app), 196
- screen brightness, adjusting, 294-295
- screen captures, performing, 209
- screen orientation, 33, 301-303
- screen protectors, 282-283
- Screen Shot icon, 24
- SD adapter, 272
- searching
 - for apps, 242-245
 - contacts, 132
 - through email, 98-99
 - the Web, 73-75
- security
 - parental restrictions, setting, 60
 - password protection
 - changing your password*, 58-59
 - enabling*, 55-57
 - unauthorized purchases, preventing, 179
 - Wi-Fi Internet access, 48
- sending
 - email to contacts, 135
 - instant messages, 103-105
- Settings menu icons (Android), 34
- setup
 - Contacts accounts, 127-128
 - Galaxy Tab 2, 22
- Share Via option (Video Player app), 153
- sharing
 - locations, 236-239

- namecards, 135
- photos, 200
- shooting modes (Camera app), 199
- shuffling songs (Music Player app), 169
- shutter lag, 202
- signatures (email), creating, 96-97
- Sleep mode, 25-26, 296
- sliders, Android, 34
- slideshows, starting, 200
- Slimbook Leather Case, 280
- Smile Shot mode (Camera app), 199
- software
 - photo-editing, 212
 - updating, 288
- songs
 - DRM restrictions, 165
 - playing, 168-169
 - playlists, creating, 170-171
 - purchasing from Google Play, 150-151
 - shuffling (Music Player app), 169
- spam, preventing, 94
- special characters on keyboard, 37-38
- S Planner app, creating calendar events, 136-139
- Spot metering, 197
- starting
 - conversations (Messenger app), 105-106
 - slideshows, 200
- status updates (Google Talk app), 107
- Stock Alert Tablet Edition app, 114, 117-119
- subcategories in News360 for Tablets app, viewing, 123
- subscribing to newspapers, 176-178
- switching views in Maps app, 220
- Swype keyboard, 65
- syncing your Galaxy Tab 2, 51-52
 - bookmarks, 81
 - with iTunes, 53
 - with Samsung Kies, 164-165
- System Bar, Screen Capture option, 209

T

- Tab areas (Android), 35
- taking photos, 194-195, 199, 202
 - automatic scene modes, 195
 - exposure level, adjusting, 197
 - shutter lag, 202
 - white balance, adjusting, 196
- tapping gesture, 31

- Task Manager
 - apps, closing, 24
 - icon, 23
- Task View, 145-146
- technical assistance, obtaining, 306
- text
 - copying from web pages, 83
 - copying/pasting, 39-40
 - highlighting in ebooks, 187-188
- time display, changing, 60-62
- Timer icon (Camera app), 198
- touchscreen, troubleshooting, 298
- tracking stocks in Stock Alert Tablet app, 117-119
- troubleshooting
 - apps, 298-300
 - battery problems, 301
 - overheating issues, 301
 - screen orientation, 301-303
 - technical assistance, obtaining, 306
 - touchscreen, 298
 - Wi-Fi, 303-304
- TuneSync app, 53
- turning off
 - Bluetooth, 297
 - Wi-Fi, 296
- typing on keyboard, 36

U

- unauthorized purchases, preventing, 179
- uninstalling apps, 257
- unjoining contacts, 134
- unlocking
 - Galaxy Tab 2 7.0, 28
 - Galaxy Tab 2 10.1, 29
- unmounting MicroSD cards, 276
- unresponsive touchscreen, troubleshooting, 298
- updating
 - apps, 249
 - contacts, 131
 - directions, 223
 - feeds, 167
 - news stories in News360 for Tablets app, 127
 - stock information, 119
 - weather forecasts in AccuWeather app, 116
- updating software, 288
- upgrading software, 288
- URLs, browsing, 72-73

V

- versions of Galaxy Tab, 4-5
- video, recording, 156-159
- Video Maker, 212
- Video Player app, 153
- videos
 - playing, 152-155
 - YouTube videos, viewing, 172-173
- viewing
 - map in Navigation app, 229
 - notes in ebooks, 190
 - reminders, 138
 - subcategories in News360 for Tablets app, 123
 - web pages, 75, 78
 - YouTube videos, 172-173
- views
 - for calendars
 - Day View*, 141-142
 - List View*, 144-145
 - Month View*, 143-144
 - Task View*, 145-146
 - Week View*, 142-143
 - Year View*, 140
 - in Maps app, switching, 220
- voice-command directions, 226-229
- voice input, configuring, 66
- voice notes, recording, 268
- volume control buttons, 27-28
- VPNs (virtual private networks)
 - configuring, 49
 - disconnecting from, 50

W

- wallpaper
 - changing, 62-63
 - versus live wallpaper, 63
- weather forecasts in AccuWeather app, 114-116
- web forms, completing, 82
- web pages
 - copying text and images from, 83
 - history (Internet app), 79
 - images, copying, 84-85
 - returning to, 78-79
 - viewing, 75, 78
- websites, Samsung, 306
- Week View, 142-143
- white balance (Camera app), adjusting, 196
- widgets, 257-259
- Wi-Fi
 - configuring, 47
 - enabling, 234-235
 - security, 48
 - troubleshooting, 303-304
 - turning off, 296
- Wi-Fi, disabling, 48
- Windows Media Player, copying media files, 159-161
- wireless keyboards. *See* Bluetooth

X-Y-Z

- Year View, 140
- "Your Current Location Is Temporarily Unavailable" warning, 225
- YouTube videos, viewing, 172-173
- zooming in/out, 32