

Your guide to smartphones

Hints and tips to help you get started

Vodafone

Power to you



Welcome

If you're new to smartphones, they can be a bit daunting. There's all that techie jargon, those fiddly settings and an entire universe of apps for you to choose from.

But don't let it overwhelm you. In this handy guide, we walk you through basic smartphone features, what your data allowance really means, and some useful apps for everyday life.

We also offer tips for keeping your smartphone secure, and include a list of the most frequently used terms. With any luck, it'll make getting to know your smartphone much simpler.



What is a smartphone?

Like standard mobiles, smartphones let you make calls and send texts. But they also include screens that can be swiped with your finger, a camera, email and internet access. And they run apps that make staying in touch with family and friends, and getting the most out of your day simple and rewarding. Here are a few useful smartphone features...

1 Apps

Or 'applications'. These are little pieces of software that can be downloaded to your smartphone and perform specific tasks – like letting you share photos with family, or even counting calories.

2 Widgets

Mini apps that appear as distinctive icons on your homescreen. These are usually a shortcut to a useful feature – for example, a clock, calculator or local weather report.

3 Email

Read, write and send emails on the move using your internet connection and an email service like Gmail or Hotmail.

4 Camera

Take top-quality photos and record high-definition video with the in-built camera. Most smartphone cameras will include a zoom capability and a front-facing lens for making video calls.

5 Music

Transfer songs from your computer to your smartphone or download them directly via the app store icon on your homescreen.

6 Battery


Smartphones are more powerful than other mobiles, so they require more power to run. Switching off things like Wi-Fi and GPS when you're not using them can lengthen battery life.


7 Internet


Smartphones use 3G or 4G mobile data (see Jargon buster) or Wi-Fi to connect you to the internet. They also include a web browser – for example, Safari or Internet Explorer.




Quick tips for using a touchscreen

 **Swipe** across your homescreen to move seamlessly between windows.

 **Tap** an icon once to launch an app.

 **Double-tap** an image, web page or map to zoom in and out. Alternatively, stroke two fingers in opposite directions, or pinch them together for the same effect.

 **Press and hold** an icon to delete it from your homescreen.

 **Press and drag** icons to reposition them on your homescreen.

Which smartphone should you choose?

Often your decision will be tied to a phone's operating system, which varies between manufacturer. The operating system is the software that supports your phone in its basic functions – from controlling its memory and keyboard to storage and applications. Here we look at three popular platforms...



Android

Google's Android operating system is the most widely used. It's available on lots of different types of phones from Samsung and HTC to Sony, among others.

It comes with many Google features like Gmail, Google web browsing, Google Maps and weather reports. You also get access to the Google Play store, which lets you download more apps, music and books to your smartphone.

This operating system is very easy to customise – simply nudge and hold an app to move it to wherever you want on the screen.



BlackBerry

BlackBerry's operating system is only available on its own smartphones. Many BlackBerry phones have a full keyboard, ideal for keen texters and out-of-office professionals who need to email on the move.

If you do like to text, BlackBerry Messenger (BBM) means you can send instant messages and photos to other BlackBerry users for free. You can even video chat.

The BlackBerry homescreen shows all the apps you have running, and the BlackBerry Hub pulls together notifications, emails and texts so they're easy to read.



Windows Phone

Windows

Lots of manufacturers make Windows Phone devices, including HTC, Nokia and Samsung.

The Windows Phone operating system organises tasks into 'hubs' – for example, the People Hub contains all your contacts and social networking updates.

The screen is arranged into boxes, called 'Live Tiles'. These are the applications that are most important to you – and update in real-time.

Windows Phone mobiles also have a Kid's Corner feature, so you can control what your kids can access on your smartphone.



Getting to grips with data

The data allowance you receive from your network provider is what allows you to get online with your smartphone and do genuinely useful things. Below, we give you an idea of what your data is worth, according to how you use your smartphone. And we offer a few quick tips to ensure you stay within your limit...

What is data?

Every image you send, movie you stream or song you download over the internet is made up of lots of tiny pieces of information, called data. Performing some tasks on your smartphone, like watching a video on YouTube or making an audio call using Skype, will use more data than others – for example, posting a tweet.

You can access the internet on your smartphone without using up data – simply by connecting to your Wi-Fi network when you're at home, at a friend's or near a free Wi-Fi hotspot. But if you're out and about, you'll need a mobile data allowance to get online.

The most common ways to use up your data...

- Browsing the internet
- Sending or receiving emails
- Downloading and updating apps
- Launching internet-connected apps. This includes reading or sharing information on social media sites like Facebook or Twitter, or using a map application to pinpoint your location
- Downloading music or movies
- Streaming media (like music or movies) to your smartphone

What's your data worth?

The amount of data used will depend on what you use your smartphone for. This is a guide only and shouldn't be used as a guarantee of actual usage.



200KB

Check your Facebook status and upload a standard-quality photo to your wall



1MB

Update your Twitter stream 10 times a day – posting a comment uses hardly any data



1GB

Enjoy around 27 good-quality YouTube clips of five minutes each



150KB

Find the best route for your journey with a basic location search. Doing a more complicated search could use around 1.3MB



3MB

Lets you read and reply to 10 emails with attachments – the larger the files attached, the more data is used up



1MB

Check the headlines on BBC News over 30 times in a single day, so you're always up to date

What can you do with 3GB of data a month?



10 minutes of video streamed each day
1.85GB a month



15 minutes of music streamed each day
500MB a month



5 posts on social media sites like Twitter each day
100MB a month



10 emails sent or read each day
50MB a month



10 apps or web pages looked at each day
500MB a month

1.85GB + 500MB + 100MB + 50MB + 500MB = 3GB

Source: Vodafone Internet Calculator



Apps: open up a world of possibilities

Want to do your banking without trekking to your local branch, order groceries without waiting in a queue, or beat those bad weather blues? There are loads of apps available to help you organise your life, entertain you, or share unforgettable moments



Find your way around

Whether you're in the heart of the city or taking a casual drive through the country, finding your way from A to B is easy with maps or travel apps that guide you in real time. You can locate specific streets or postcodes – or get voice directions to your destination.



Manage your money

Check your balance, transfer money or receive updates on your account activity for peace of mind – most banks have apps that let you keep an eye on your finances with a minimum of fuss.



Share special moments

Popular social media sites like Facebook, Twitter or Instagram are the perfect way to see photos of little ones growing up or get the latest gossip from close friends and family – and ensure you never miss an important event.



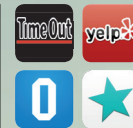
Shop online

Looking for a bargain? Shopping online gives you even greater choice and most supermarkets and shops have apps to help you in your hunt. There are even barcode apps that let you scan items on the high street to see if they're available cheaper elsewhere.



Watch top TV

The next time you're on the move, why not catch up with your favourite shows, movies or sports? With apps like BBC iPlayer or Netflix, you can stream all of the stuff you love to your smartphone – some will even let you download content to watch later.



Plan a perfect night out

Book a table at a top restaurant, reserve cinema tickets, or discover recommendations for great things to do on your big night out – whether that's popping into an amazing new coffee shop or catching a West End show.



Stay ahead of the weather

Don't get caught in the rain without an umbrella again thanks to the weather apps, included with your smartphone or available to download. From Belfast to Brighton and abroad, you can view detailed forecasts for every location.



Get the news

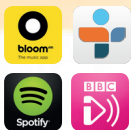
Keep up to speed on everything happening at home and abroad with apps from major newspapers and outlets, like the Guardian, Metro or BBC News. Or, if you're a keen gardener or car enthusiast, get stories from specialist newsstand titles delivered straight to your smartphone.





Watch video clips

Video-sharing apps like YouTube are jam-packed with weird and wonderful clips uploaded by users. Search for whatever you like, whether it's the latest trailer for a movie you want to see, tips for vintage hairstyles, or a compilation of cat hijinks – you'll most likely find what you're after. Subscribe to channels that interest you and leave comments on your favourite clips.



Listen to the music you love

Stream the latest chart toppers or golden oldies to your smartphone, download entire albums, or even listen to live radio shows. Don't know the title of a song you're listening to? There are apps that will tell you once they've heard a short sample of the track.

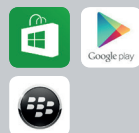


Download your favourite authors

Romance, crime, Sci-Fi, adventure – whatever your passion, why wait to get your hands on the latest bestseller when you can download it to your smartphone instantly? Not sure what you want? Some apps, like Goodreads, include suggestions from fellow bookworms.

Where to find apps...

Most apps are free or cheap and can be downloaded via the app store icon on your smartphone's homescreen. If you use a Windows Phone, Android or BlackBerry, look for the Windows Phone Store, Google Play Store or BlackBerry World. You can search for specific apps or browse by 'Most popular'. Each app usually has a rating and user reviews so you can find out what others think, or how well it works.



Top security tips

We store a lot of personal details on our smartphones. But fortunately, there are a few simple things we can do to ensure that information stays safe

Only download apps from a trusted source

You should only ever download an app from an official app store. Downloading from a dodgy source could increase the chances of your phone being infected by a virus or malware.

Install anti-virus software

Smartphones are like pocket-sized computers, and need the same protection. You should always install anti-virus software from an established company to make sure your phone is secure. Never click on links in emails or texts unless you know they are genuine.

Always use a passcode

Passwords and passcodes provide basic protection for your personal information. Smartphones can be set to wipe all of your sensitive data if a thief enters the wrong password a number of times.

Set a smartphone to lock automatically

Most smartphones will give you the option of setting up an automatic lock that kicks in after the phone hasn't been used for a little while. Choose the shortest time you are comfortable with.

Back up information

From photos and contacts to music, movies and emails, you should copy all of the important stuff on your smartphone to a home computer or online 'cloud' storage service (see Jargon buster). You will then be able to restore it if you ever lose your device.

Report a lost or stolen phone

Inform the police or your service provider as soon as you can if your phone goes missing. Your smartphone can be blocked so that it doesn't work in the UK, even if the SIM card is changed.

Switch off Bluetooth when not in use

Bluetooth is great for connecting things like headsets to your phone, without wires. But it does make it possible for someone nearby, with technical knowledge, to see and steal your information. Switch Bluetooth off when you're not using it, or put your device into 'Not discoverable' mode.



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Jargon buster

Frequently used smartphone terms, explained simply...

3G Currently the most commonly used mobile network standard, allowing smartphones to make calls, send texts and connect to the internet.

4G The latest mobile network standard, supporting even faster transmission of mobile data.

Android The most widely used operating system for smartphones, owned by Google.

Apps Software that can be downloaded to a smartphone and fulfils a specific purpose.

Bluetooth A short-range technology that allows you to send data wirelessly from one device to another – for example, it can send music from your smartphone to a Bluetooth-enabled headset.

Browser The application on your phone that lets you access the internet.

Cloud A virtual place where you can store and access information, instead of your computer's hard drive.

Data Using the internet on your phone uses up data. You need it for virtually everything on a smartphone, from downloading apps and music, to uploading pictures and browsing the web.

GPS The Global Positioning System uses a network of satellites to pinpoint your exact location anywhere in the world.

GPRS General Packet Radio Service. The technology that 3G mobile networks use to send and receive data.

Megabyte (MB) Typically refers to how much data you use. There are 1,024 kilobytes in one megabyte and 1,024 megabytes in one gigabyte. Watching YouTube videos for half an hour will probably use around 250MB of data.

Megapixel (MP) The more megapixels your phone's camera has, the more detail it can capture – and the larger the picture size can be without becoming grainy or blurry. A 41-megapixel camera is ideal for professional photographers. However if you're more interested in sharing fun snaps of the family on Facebook, fewer megapixels will do just fine.

Operating system (OS) The software platform that powers all of your smartphone's great features. Some of the operating systems available include Android, BlackBerry, iOS (for Apple) and Windows Phone.

SIM The card inside your smartphone that stores your phone number. It ties your given number to the phone you use – take it out and you won't be able to receive calls.

Social network A website where you can create an online profile to share information with friends and family – from pictures and videos to messages. Facebook and Twitter are currently the most popular social networks.

Sync Short for synchronise. Allows multiple devices, like a phone and a computer, to share applications and information – such as address books and calendars.

Streaming Where media is sent continuously in 'real-time' to your smartphone. For example, you can listen to a live radio show or watch a football match as it happens. The information is not downloaded to or stored on your phone.

Touchscreen The display on a device, which allows the user to interact with it by touching or 'swiping' areas of the screen with a finger.

Widget Mini apps that appear as distinctive icons on your homescreen. These are usually a shortcut to a useful feature – for example, a clock, calculator or local weather report.

Wi-Fi A way to connect your smartphone to the internet wirelessly – either at home or at Wi-Fi 'hotspots' when you're out and about.

