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BILL'S COMPLETE MANUALS

Samsung Galaxy Phone

Everything your Galaxy can do — and how it helps you — explained in plain English, one step at a time

A plain-English guide for every Galaxy owner

Take your time — you can't break it

Written for you by Bill — Bill's Home Tech

(330) 200-8042 · BillsHomeTech.com

Covers Galaxy S & A series on One UI (Android) · facts current November 2026

What's Inside

This is your Galaxy phone manual. Read it in any order and at your own pace — there is no test, and you can't fall behind. Keep it nearby and reach for whatever you need. Every feature comes with what it actually does *for you*, plus slow, step-by-step directions anyone can follow. It's written for recent Samsung Galaxy phones — the S series and the A series — running Samsung's software, called One UI (which sits on top of Android). If a screen looks a little different on your phone, don't worry; the idea, and the words you're looking for, are still the same.

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PART 1

Getting to Know Your Galaxy Phone

What it is, the buttons, charging, unlocking, the Home Screen, and the handful of finger gestures that run everything. Start here and the rest gets easy.

CHAPTER 1

A Note from Bill

Hello, and welcome. Whoever is holding this book right now — this is for **you**. Maybe you just unwrapped a brand-new Samsung Galaxy, or maybe you've carried one in your pocket for a while and have always felt there was more it could do, if only someone would slow down and explain it. Either way, you've come to the right place, and I'm glad you're here.

I'm Bill. Helping folks feel at home with their technology is what I do every day, and I wrote this book the same way I'd sit down next to you at your kitchen table: patiently, in plain English, with no rushing and no fancy words. If I ever use a term you don't know, I'll stop and explain it right then — you won't have to look anything up.

This book is yours — read it any way you like

You do not have to read these pages in order, and there is no test at the end. Start on page one, or flip straight to the chapter that answers today's question and ignore the rest for now. Fold the corners, underline things, scribble in the margins. Keep it in the drawer by your chair and pull it out whenever you need it. It's a reference, not a race — you cannot fall behind.

The big promise: you truly can't break it

Here is the most important thing in this whole book, so I'll say it plainly. **You cannot break your Galaxy phone by tapping on it and exploring.** You can't wear it out by pressing the wrong thing. You can't delete something important just by looking around. Tapping, swiping, and poking at the screen to see what happens is exactly how everyone learns — including me.

And if you ever tap something and suddenly feel lost — the screen changed and you don't recognize it — there is always one simple move that brings you straight back to safety, like a front porch you can always walk back to. You'll learn it in Chapter 7, and it works every single time. So relax your shoulders. Curiosity is rewarded here, and mistakes are undo-able.

WHAT THIS DOES FOR YOU

Why this matters

When you stop worrying about breaking your phone, you start actually using it — and that's when it becomes genuinely useful: staying close to family, keeping yourself safe, and doing the little daily things with a lot less fuss.

And I'm only a phone call away

This book will carry you a long way on your own. But if you ever get truly stuck, you are never stuck alone — that's not how I do things. Call me at **(330) 200-8042** and we'll work it out together, with no judgment and no eye-rolling. There is no such thing as a silly question. The only bad question is the one you talked yourself out of asking.

So take a breath, make yourself a cup of coffee, and let's get to know your Galaxy together. You're going to do just fine.

— Bill

CHAPTER 2

What a Galaxy Phone Is & Which One You Have

Before we touch a single button, let's answer the simplest question of all: what *is* this thing in your hand?

A tiny computer, a phone, and a camera — all in one

The easiest way to think about your Galaxy is this: it's a **small computer** that also happens to be a telephone and a very good camera, all tucked into something the size of a deck of cards. That's really all it is. The same machine that lets you call your daughter also takes photos of the grandkids, shows you the weather, reads you the news, and helps you find the nearest pharmacy. One little slab of glass, many jobs.

Samsung makes the Galaxy phones, but the **software** inside — the instructions that make everything work — comes in two layers. Underneath is **Android**, made by Google, the engine that runs most of the world's phones that aren't iPhones. On top of that, Samsung adds its own friendly layer called **One UI** (say it "one you-eye"), which is what gives a Galaxy its particular look and features. When people talk about your phone's "version," they usually mean the One UI number — recent ones are One UI 7, 8, and 9.

> GOOD TO KNOW
> **"Android" and "One UI" — what they mean**
>
> **Android** is the underlying software Google makes for many phone brands. **One UI** is Samsung's own version of it, layered on top so your Galaxy looks and works the Samsung way. You don't need to fuss over the difference — just know that when a helper mentions "Android" or "One UI," they're both talking about the software that runs your Galaxy.

Galaxy S, Galaxy A — the families

Samsung sells its Galaxy phones in a few lines. Knowing roughly which you have is useful:

Line	What it is
Galaxy S series	Samsung's top-of-the-line phones (like the Galaxy S25 or S26), with the best cameras and screens. The flagship.
Galaxy A series	The popular, more affordable line (like the Galaxy A16 or A56). Does nearly everything the S does, for less money. Very common.

Line	What it is
Galaxy Z (Fold / Flip)	The ones that fold in half. Less common, but they run the same One UI software, so this book still fits.

Finding out exactly which phone you have

Knowing your exact model takes about thirty seconds and makes every question easier to answer:

1. Find the **Settings** app — its icon is a little gear-wheel. Tap it once.
2. Scroll to the very bottom and tap **About phone**.
3. The **Model name** (for example, "Galaxy S25") is right there at the top.
4. To find your software version, in Settings tap **About phone**, then **Software information** — the **One UI version** is listed there.

WHAT THIS DOES FOR YOU

Knowing your model helps us help you — fast

When you call me and can say "it's a Galaxy A55 on One UI 8," I know in an instant exactly what your screen looks like and can walk you through anything over the phone. Jot your model and version on the inside cover of this book so it's always handy.

TIP

Screens may look a little different — that's normal

This manual covers many Galaxy models across several One UI versions. If a button sits in a slightly different spot on your screen, or a color looks different, don't worry — the *idea* is always the same, and so are the words you're looking for. I'll always tell you what to look *for*, not just where to poke.

Making sense of the model names and numbers

Samsung's names look like alphabet soup, but there's a simple logic once you know it. The **letter** tells you the family (S for the flagship, A for the affordable line), and the **number** rises with each year's model — so a Galaxy S25 is newer than an S24, and an A55 is a step up from an A35. Words like **Plus**, **Ultra**, or **FE** (Fan Edition) just mark bigger, fancier, or more-for-less versions within a family. None of this changes how you use the phone — a Galaxy is a Galaxy — but it helps you understand what you have and what a salesperson is really offering.

The one number worth knowing for everyday use isn't the model at all — it's the **One UI version** (7, 8, 9, and so on), because that's what decides where a few buttons sit and which newer features you have. If a step in this book doesn't quite match your screen, a different One UI version is usually why, and the word you're looking for is still there, perhaps a tap away.

CHAPTER 3

The Buttons & Ports

For all it can do, your Galaxy has remarkably few physical buttons — just a couple along the edges. Almost everything else happens by touching the glass. Let's walk around the outside and name each one. You don't need to memorize this; just know where to look it up.

The buttons on the edges

- **The Side key** (the single button on the right-hand edge) — this is your main power and wake button. A quick press turns the screen on and off. Press and hold it to talk to your digital assistant or to begin powering the phone off.
- **The volume buttons** (the long rocker on the upper-right or left edge, above or near the Side key) — press the top to turn sound up, the bottom to turn it down. They also snap a photo when the camera is open.

The ports and the cameras

- **The charging port** (the small oval opening on the bottom edge) — this is a **USB-C** port, where the charging cable plugs in. The nice thing about USB-C is it goes in either way up, so you never have to flip it around in the dark.
- **The cameras** — two, three, or four small glass circles on the back, plus a smaller camera on the front for video calls and selfies. We give the camera its own part of the book later on.
- **The speaker and microphone** — small slots on the bottom edge. The microphone is how the phone hears your voice; the speaker is how you hear calls on speakerphone.

A quick reference: the buttons and what they do

Button or port	What it does
Side key (press once)	Turns the screen on or off.
Side key (press & hold)	Talk to your assistant, or start to power off.
Side key (press twice)	Usually opens the camera quickly — handy to know.
Volume up / down	Make sounds louder or quieter; also takes a photo in the camera.
Charging port (bottom)	Where the USB-C charging cable plugs in (either way up).
Cameras (back & front)	Take photos and videos; the front one is for video calls and selfies.

GOOD TO KNOW

The Side key once silenced the phone differently

On some older Galaxy phones the Side key was called the "power button," and a few models let you change what a long press does (your assistant versus the power menu). If holding the Side key brings up your assistant when you wanted the power-off screen, don't worry — press the Side key *and* the volume-down button together instead, and we'll cover that in the next chapter.

TIP

When in doubt, the Side key is your friend

If the screen ever goes dark and you're not sure the phone is even on, just press that Side key once. Nine times out of ten the screen lights right back up. The phone was simply resting its screen to save battery — it was awake the whole time.

CHAPTER 4

Turning On, Charging & Battery Basics

Your Galaxy is designed to simply stay on, day and night, for months at a time — you rarely need to turn it fully off. But it's good to know how, and it's good to understand the battery so you're never caught with a dead phone at the worst moment.

Turning the screen on and off (the everyday move)

Most of the time, "turning off" your phone just means putting the *screen* to sleep — the phone itself stays awake and ready.

- **To wake it:** press the Side key once, or simply lift the phone up and tap the screen. Many Galaxy phones also let you double-tap the screen to wake it.
- **To rest the screen:** press the Side key once. The screen goes dark to save battery. Nothing is lost; it's just napping.

Turning it fully off and back on

Every now and then — say, if the phone is acting sluggish — a full restart fixes things, the same way restarting clears the cobwebs on any computer.

1. **To power off:** press and hold the **Side key and the volume-down button together** for a moment, until the power menu appears. Tap **Power off**, then confirm.
2. **To power back on:** press and hold the Side key by itself until the Samsung logo appears on screen, then let go. Give it a minute to wake up.

> TIP
>
> **A restart is the gentlest fix there is**
>
> If an app freezes or the phone feels slow, turning it fully off and on again solves a surprising number of problems — and it never deletes any of your photos, contacts, or messages. When you call me, it's often the very first thing I'll have you try. There's also a **Restart** choice right in that power menu that does it in one step.

Charging — and yes, overnight is just fine

Charging is simple: plug the USB-C cable into the port on the bottom of the phone, and the other end into the wall plug. The screen shows the battery filling up.

You may have heard that leaving a phone plugged in overnight "ruins the battery." For today's Galaxy phones, that's an old worry you can set down. **It is perfectly fine to charge**

overnight. Your phone is smart enough to fill up and then ease off, and Samsung even offers a "protect battery" setting that caps the charge to keep the battery healthier over the years. Plug it in on the nightstand and sleep easy.

GOOD TO KNOW

New Galaxy phones may not include a wall plug

To cut down on waste, Samsung often ships only the USB-C cable in the box, not the square wall plug. Any decent USB-C wall plug works — the one from an old phone, or an inexpensive new one. If you're ever unsure which plug to buy, that's a perfect quick question for me.

Reading the battery, and stretching it further

Up in the top-right corner of the screen is a little battery symbol, often with the percentage number beside it. The more it's filled, the more charge you have. When it turns **red**, it's getting low and it's time to find a charger before long.

Turning on Power Saving mode when you're running low

Power saving mode stretches a low battery further by quietly dialing back a few background activities. It's perfect for when you're out and down to your last sliver of charge.

1. Open **Settings**, then tap **Battery**.
2. Tap the switch beside **Power saving** so it turns on.
3. You can turn it off again the same way once you've charged back up, or let it switch off when the phone is charged.

WHAT THIS DOES FOR YOU

Never get caught with a dead phone

Knowing how to read the battery and flip on Power saving means your phone is there when you need it most — to make a call, pull up directions, or reach a loved one — instead of going dark at the worst possible moment. That peace of mind is the whole point.

CHAPTER 5

Unlocking: Fingerprint, Face & Your PIN

Your Galaxy keeps itself locked so that if it's ever lost or left on a bench, a stranger can't get into your photos, messages, and accounts. Unlocking it is the little ritual that proves to the phone it's really you. There are a few ways, and your phone likely uses one or two of them.

The ways in

- **Fingerprint** — the phone recognizes your *fingerprint* when you rest your finger on the sensor. On most Galaxy phones the sensor is built right into the screen, near the bottom — you press your finger on the glass where it glows.
- **Face recognition** — the phone recognizes your *face* when you look at it. Quick and convenient, though a touch less secure than a fingerprint in the dark or behind a mask.
- **Your PIN, pattern, or password** — a secret you type or draw. The **PIN** (a short number) is the trusty backup that always works, even if fingerprint or face doesn't.

GOOD TO KNOW

You set a PIN first, then add fingerprint or face

Samsung requires a PIN, pattern, or password as the foundation — fingerprint and face are added on top as quick conveniences. So even if you unlock by fingerprint ninety-nine times out of a hundred, keep your PIN written down somewhere safe at home; you'll need it after a restart and now and then for security.

Setting up a fingerprint

1. Open **Settings** and tap **Security and privacy**, then **Biometrics**, then **Fingerprints**. (It'll ask for your PIN first — that's normal.)
2. Tap **Add fingerprint**.
3. Rest your finger on the sensor (the glowing spot near the bottom of the screen), then lift and press again, over and over as it asks, each time at a slightly different angle, until it has a full picture of your fingerprint.
4. That's it — from now on, a press of your finger unlocks the phone. You can add a second finger the same way, which is handy.

Setting up **Face recognition** is similar: in **Biometrics** tap **Face recognition** and follow the prompts to let the camera learn your face. You can use both at once — whichever is handier in the moment unlocks the phone.

STAY SAFE

Your PIN is yours alone — never share it

Your PIN is the master key to your whole phone. **Never tell it to anyone** who calls, emails, or texts asking for it — no real company, bank, or "Samsung support" will ever ask. Don't write it on a sticky note on the phone itself. Pick something you'll remember but a stranger couldn't guess (not 1-2-3-4, and not your birth year). If you ever want help choosing or changing it, call me and we'll sort it out safely.

CHAPTER 6

The Home Screen, Apps, the App Drawer & Dock

Once your phone is unlocked, you land on the **Home screen** — your phone's front porch and the place you'll always come back to. It's covered in little colored squares, and each one is a doorway to something your phone can do. Let's make sense of it.

What's an "app"?

Each little square is called an **app** — short for "application," which is just a fancy word for a small program that does one job. There's an app for phone calls, an app for photos, an app for the weather, an app for messages to family, and so on. **One tap on an app opens it.** That's the whole trick: see the picture for the thing you want, tap it once, and you're in.

> GOOD TO KNOW
>
> **Think of apps like tools in a drawer**
>
> Each app is a single tool for a single job, the way a hammer is for nails and a tape measure is for measuring. You don't need every tool at once — you just reach for the one the job calls for, use it, and set it back down. Your phone works exactly the same way.

Home screen pages — and swiping between them

You likely have more apps than fit on one screenful, so they spill onto additional **pages**, side by side. To move between pages, rest a finger on the glass and **slide it left or right**, like turning the page of a newspaper. Little **dots** near the bottom show how many pages you have and which one you're on, so you never lose your place.

The Dock — your favorites, always at the bottom

Along the very bottom of the screen sits a special row of apps called the **favorites tray**, or Dock. It's special because it **stays put on every page** — your most-used apps (usually Phone, Messages, Internet, and the camera) are always right there at your thumb, no matter which page you've swiped to. Think of it as the handful of tools you keep on the counter instead of in the drawer.

The App drawer — where every app lives

What if you can't find an app on any page? There's one more place that holds **every single app** you have, sorted neatly. On a Galaxy it's called the **Apps screen** or **App drawer**, and it's one swipe away:

1. From the Home screen, **swipe up** from the middle of the screen (or tap the Apps button if your phone shows one).
2. The App drawer opens, showing all your apps in a grid you can swipe through.
3. There's a **search box** at the top — tap it and type the first few letters of what you want, and the phone finds it for you. Tap it to open.

Opening, closing, and rearranging apps

- **To open an app:** tap it once.
- **To close an app and go back Home:** swipe up from the very bottom edge of the screen (or tap the Home button, if your phone shows the three navigation buttons). The app isn't gone — it's just set aside, ready for next time.
- **To put an app from the drawer onto your Home screen:** press and hold it, then choose **Add to Home**, or drag it up onto the page.
- **To rearrange apps:** press and hold a finger on any app until a little menu appears, choose **Edit** or just drag it where you like, then lift off. Nothing is deleted by moving it.

WHAT THIS DOES FOR YOU

Everything you own is one tap away

Once the Home screen clicks into place, the whole phone opens up: calling family, checking the weather, reading the news, seeing your photos — each is just a tap on a little picture. No typing, no searching, no stress. You point at what you want, and there it is.

TIP

Lost? One swipe brings you home

Here's reassurance worth repeating: no matter how deep you've wandered into an app, **swiping up from the bottom edge always carries you back to the Home screen** — your front porch. You can never get stranded. Explore freely.

CHAPTER 7

The Gestures That Run Everything

Here's a secret that makes the whole phone suddenly feel easy: there are only about **five finger moves** — called **gestures** — and once they're in your fingers, you can operate anything on the phone. That's it. Five little moves. Let's learn them one at a time, slowly, and practice each as we go. You can't do them wrong.

The five everyday moves

- **Tap** — a single, light touch with one fingertip, then lift off. This is how you choose things: open an app, press a button, pick an answer. You don't need to press hard.
- **Double-tap** — two quick taps in the same spot. Used now and then to zoom in on a photo or a page of text.
- **Press and hold** (a "long press") — touch and *keep your finger down* for a second instead of lifting right off. This brings up a little menu of extra options. Patience is the whole trick: just hold and wait.
- **Swipe** — touch the glass and *slide* your finger across it before lifting — up, down, left, or right. Swiping is how you scroll through a long list and turn between pages.
- **Drag** — press and hold on something, then slide it to a new spot before lifting. This is how you move an app.

Getting Home, going Back, and seeing what's open

Galaxy phones offer two styles for the three most important moves. One uses *swipes*; the other shows three little *buttons* along the bottom. Both do the same three jobs, and you can pick whichever feels comfortable in Settings (under **Display**, then **Navigation bar**).

To do this…	Swipe, or tap the button
Go Home	Swipe up from the bottom edge — OR tap the middle button. Always returns you to the Home screen from anywhere.
Go Back	Swipe in from the left or right edge — OR tap the button that looks like a back arrow (<). Undoes your last step, like a browser's Back.
See open apps	Swipe up and hold a moment — OR tap the button with three lines or a square. Shows cards of everything you've opened, so you can switch or close them.

GOOD TO KNOW

Buttons are often easier at first

If the swipes feel finicky, switch to the three-button bar (Settings > Display > Navigation bar > **Buttons**). Many people — especially when starting out — find a clear Back arrow and Home button far easier than remembering swipes. There's no wrong choice; use whatever your fingers like.

The important swipes from the edges

- **Swipe DOWN from the top** — opens your **notifications** (recent alerts) and, with another swipe or a two-finger pull, the **Quick settings** panel (next chapter).
- **Swipe UP from the bottom** — goes Home.
- **Swipe LEFT or RIGHT** across the middle — turns between Home screen pages.

WHAT THIS DOES FOR YOU

Learn a handful, operate the whole phone

Here's the wonderful part: these same few moves work the *same way in every single app*. Learn them once and you've learned the whole phone. You're not memorizing a thousand things — you're learning a handful, and the phone takes care of the rest. Do each one a few times today and a few tomorrow, and within a week your fingers will know them without your having to think.

CHAPTER 8

Quick Settings & the Status Icons

Tucked just off the top edge of your screen is one of the handiest panels on the whole phone: **Quick settings**. Think of it as the row of light switches by your front door — all your most-used controls gathered in one place, one swipe away.

Opening Quick settings

1. Put a finger at the very **top** of the screen and **swipe down**. The first swipe shows your notifications with a few quick switches above them.
2. **Swipe down a second time** (or pull down with two fingers at once) to open the full panel of switches.
3. To put it away, swipe back up, or tap any empty space below the panel.

What's in there

Quick settings holds the switches you reach for most. A tap turns each on or off; a highlighted or colored button means it's switched on. The ones worth knowing:

- **Wi-Fi** — connects to your home internet (Part 4 covers this fully).
- **Bluetooth** — connects to wireless gadgets like hearing aids, earbuds, or your car.
- **Flashlight** — turns the bright light on the back into a handy torch. Wonderful for reading a menu in a dim restaurant or finding a keyhole at night.
- **Airplane mode** (a little airplane) — switches off all signals at once, as asked on a flight. Easy to turn back off.
- **Mute / Vibrate / Sound** — a quick way to silence your ringer or let it buzz only.
- **Brightness slider** — the long bar; slide it to make the screen brighter or dimmer.
- **Auto rotate** — lets the screen turn sideways when you turn the phone, or locks it upright.

The little icons along the top

Across the very top of your screen sits a thin row of small symbols — the **status icons**. They're your phone's dashboard, quietly telling you how things stand. You don't tap these; you just read them at a glance:

Icon at the top	What it's telling you
Signal bars	How strong your cell signal is. More bars means clearer calls and faster internet away from home.

Icon at the top	What it's telling you
Wi-Fi symbol	You're connected to a Wi-Fi internet network. The fuller it looks, the stronger.
Battery symbol	How much charge is left (often with the percentage). Red means it's low.
Bluetooth symbol	Bluetooth is on and perhaps connected to a gadget like earbuds.
Alarm (clock) symbol	An alarm is set — reassuring to see at bedtime.
Airplane symbol	Airplane mode is on, so all signals are switched off.

TIP

Poke around in here — you can't hurt a thing

Quick settings is a wonderful, safe place to practice. Open it and tap the flashlight on and off. Slide the brightness up and down. Nothing here can harm your phone or delete anything — the worst that happens is you turn something on and turn it right back off. Go ahead and explore; that's exactly how you get comfortable.

PART 2

Making It Yours — Settings & Comfort

Shaping the phone to fit you: bigger text, the right sounds, a calmer flood of notifications, and the two accounts that tie it all together.

CHAPTER 9

The Settings App — How It's Organized

The **Settings** app (the gear-wheel icon) is the control room for your whole phone. It looks intimidating — a long list of headings — but you almost never need to read the whole thing. The trick is knowing it has a **search box** at the top, and understanding the handful of headings you'll actually use.

The headings that matter most

Heading	What lives under it
Connections	Wi-Fi, Bluetooth, mobile data, Airplane mode — anything about getting online or connecting to gadgets.
Sounds and vibration	Ringtone, volume, vibrate, and silencing the phone.
Notifications	Which apps may buzz you, and how.
Display	Screen brightness, text size, dark mode, and how long before the screen sleeps.
Lock screen / Security and privacy	Your PIN, fingerprint, face, and keeping the phone safe.
Battery and device care	Battery, storage, and keeping the phone running smoothly.
Accessibility	Making the phone easier to see, hear, and touch — a gift for all of us, covered next.
Accounts and backup	Your Samsung and Google accounts, and backing up your phone.

The search box is your shortcut

Don't hunt through the list. At the top of Settings is a **magnifying-glass search box**. Tap it, type a word for what you want — "text size," "ringtone," "Wi-Fi" — and the phone jumps you straight to the right setting. This one habit turns Settings from a maze into a quick lookup.

TIP

You can't break anything by looking

Opening Settings and reading through it changes nothing. A setting only changes when you tap a switch or pick an option — and even then, you can tap it right back. So feel free to wander through Settings and see what's there. If you ever flip something and don't like the result, search for it again and flip it back, or call me and we'll undo it together.

CHAPTER 10

Making Everything Easier to See, Hear & Touch

This may be the most valuable chapter in the book. Your Galaxy can be adjusted to suit your eyes, your ears, and your hands — and these changes make everything else easier. There's no pride to swallow here; even I turn the text up a notch. Let's make the phone comfortable.

Bigger, clearer text

1. Open **Settings** and tap **Display**.
2. Tap **Font size and style**.
3. Drag the slider to make the text larger. You'll see it change as you drag — stop where it's comfortable. You can also turn on **Bold font** to make everything a little crisper.

For even bigger text and icons everywhere, go to **Settings > Display > Screen zoom** and nudge it up. This makes the whole layout larger, not just the words.

Making the screen easy on the eyes

- **Brightness** — slide it in Quick settings, or let **Adaptive brightness** (in Display) adjust it for you as the light changes.
- **Dark mode** — flips the screen to light text on a dark background, which many find restful in the evening (Settings > Display > **Dark**).
- **Edge lighting and a longer screen timeout** — in Display, set **Screen timeout** longer so the screen doesn't sleep while you're reading.

Hearing and touch

In **Settings > Accessibility** you'll find a whole toolbox of comforts:

- **Hearing enhancements** — balance the sound left and right, turn on mono audio (both ears get everything), or connect hearing aids over Bluetooth.
- **Voice typing and Read aloud** — have the phone read text to you, or let you speak instead of type.
- **Touch settings** — make buttons wait a moment before responding so a shaky or slow touch doesn't trigger the wrong thing, and make the **touch and hold** delay longer or shorter.
- **Magnifier and color adjustments** — enlarge part of the screen, or shift colors for easier reading.

WHAT THIS DOES FOR YOU

A phone that fits you is a phone you'll actually use

These aren't settings for "other people" — they're for everyone. Bigger text, a louder ringer, a touch that waits for you: each one removes a small daily frustration. Spend ten minutes here and the whole phone becomes friendlier. If you'd like, we can tune these together over the phone in a single call.

CHAPTER 11

Sounds, Vibration & Do Not Disturb

Your phone can ring, buzz, chime, and ding — and you're in charge of all of it. Let's set the sounds so you hear what matters and aren't pestered by what doesn't.

The volumes — there's more than one

A thing that surprises people: your phone has *several* separate volumes. Turning one down doesn't touch the others. In **Settings > Sounds and vibration > Volume** you'll see sliders for:

- **Ringtone** — how loud the phone rings for calls.
- **Notifications** — the chimes for texts and app alerts.
- **Media** — music, videos, and YouTube.
- **System** — little taps and keyboard clicks.

The volume buttons on the side normally change whichever you're using at the moment; press one, then tap the little arrow that appears to see all the sliders at once.

Ringtones, vibration, and silencing

- **Choose a ringtone** — Settings > Sounds and vibration > **Ringtone**. Pick one loud and distinctive enough that you'll catch it.
- **Vibrate** — turn on **Vibrate while ringing** so you feel calls as well as hear them.
- **Silence quickly** — in Quick settings, tap the **Sound / Vibrate / Mute** button to switch among ringing, buzzing only, and fully silent.

Do Not Disturb — peace when you want it

Do Not Disturb quiets calls and alerts during set times — overnight, say, or during church or a nap — while still letting important people through.

1. Open **Settings > Notifications > Do not disturb** (or tap its button in Quick settings).
2. Turn it on now, or set a **schedule** (for example, 10 p.m. to 7 a.m. every night).
3. Under **Allowed**, let **calls from favorites** or repeat callers ring through — so a family emergency still reaches you while the junk stays quiet.

WHAT THIS DOES FOR YOU

Hear what matters, mute what doesn't

A phone you can hear is a phone that keeps you connected — and a phone that knows when to stay quiet is one you can live with peacefully. Setting your volumes and a sensible Do Not Disturb schedule means you never miss the grandkids' call and never get jolted awake by a late-night sales text.

CHAPTER 12

Wallpaper, Dark Mode & a Look You Like

Your phone should feel like *yours*. Changing the background picture and a few looks is harmless fun, and it makes the phone more pleasant to pick up. None of this changes how anything works — it's just decoration.

Changing the wallpaper (the background picture)

1. Press and hold a finger on an empty part of your Home screen until a menu appears, and tap **Wallpaper and style** (or open Settings > **Wallpaper and style**).
2. Choose a built-in picture, or tap **Gallery** to use one of your own photos — a grandchild, a pet, a favorite view.
3. Decide whether it goes on the **Lock screen**, the **Home screen**, or both, and tap **Done**.

Dark mode and other comforts

- **Dark mode** — Settings > Display > **Dark** swaps bright white screens for dark ones; easier on the eyes at night and gentler on the battery.
- **Color palette / themes** — on newer One UI, the phone can tint its menus to match your wallpaper. Purely cosmetic and easy to change back.
- **Widgets** — little panels on your Home screen that show the weather, your next appointment, or a big clock without opening an app. Press and hold the Home screen, tap **Widgets**, and add the ones you like.

TIP

Make the clock and weather big on your Home screen

A large clock-and-weather widget right on your main Home screen means a glance tells you the time, the date, and whether to grab a coat — no tapping required. It's one of the most useful little touches you can add, and it's as easy as pressing and holding the screen, then tapping Widgets.

CHAPTER 13

Notifications — Taming the Buzzes

Notifications are the little messages that slide in from the top — a new text, an email, a news alert, a reminder. Used well they keep you in the loop; left wild they turn your phone into a slot machine of dings. Let's put you back in charge.

Reading and clearing notifications

- **To see them:** swipe down from the top of the screen. Each one is tappable — tap it to jump to the message or app it came from.
- **To dismiss one:** swipe it sideways off the screen.
- **To clear them all:** tap **Clear** at the bottom of the list. (Clearing a notification doesn't delete the message — it just tidies the list.)

Deciding which apps may buzz you

This is where you win back peace. Many apps beg to notify you about things you don't care about. Turn the noisy ones off:

1. Open **Settings > Notifications**.
2. You'll see a list of apps. Tap the switch beside any app to stop it from notifying you at all, or tap the app's name to fine-tune *which* of its alerts come through.
3. Be generous about silencing games, shopping apps, and news apps; keep Phone, Messages, Calendar, and email turned on.

SCAM ALERT

Not every notification is your friend

Scammers and pushy apps use notifications to alarm you — "Your phone is infected!" "You've won!" "Virus detected!" A real notification from your phone never shouts like that or demands you tap right now. If an alert tries to frighten or rush you, don't tap it — swipe it away, and if you're unsure, call me. We'll figure out which app sent it and silence it for good.

WHAT THIS DOES FOR YOU

A quieter phone is a calmer life

Spending a few minutes silencing the apps that don't matter means the buzzes you *do* get are worth looking at — a message from family, a reminder you set, a real alert. Your phone stops nagging and goes back to being a helpful tool you control.

CHAPTER 14

Your Samsung Account & Google Account

Your Galaxy leans on two "accounts" behind the scenes. An **account** is simply a username (usually an email address) and a password that unlock certain services. You don't interact with them often, but understanding them clears up a lot of confusion — and keeps you safe.

The two accounts, and what each does

Account	What it unlocks
Google account	The heart of any Android phone. It runs the Play Store (where apps come from), Gmail, Google Photos, Maps, and backs up your contacts and settings. Your Google account is usually an address ending in @gmail.com.
Samsung account	Samsung's own account, for Samsung's extras: Galaxy Store, Samsung Cloud, Samsung Pay/Wallet, Samsung Health, and — importantly — **Find My Mobile**, which can locate a lost Galaxy. It uses whatever email you signed up with.

Finding and checking your accounts

To see which accounts your phone is signed in to, open **Settings** and tap your name/picture at the very top (that's your Samsung account), and **Settings > Accounts and backup > Manage accounts** to see your Google account and others. If you're not signed in to one, the phone will offer to help you sign in or create it.

STAY SAFE

Guard these passwords like house keys

Your Google and Samsung account passwords are the master keys to your digital life — your email, photos, and the ability to find or lock a lost phone. Keep them written in a safe place at home (not on the phone), never share them, and be deeply suspicious of any call, text, or email asking you to "verify" or "re-enter" them. We'll talk much more about this in Part 7. If you're ever unsure whether a request is real, stop and call me first.

Why these accounts are a blessing

Here's the happy side: because your contacts, photos, and settings are tied to these accounts and backed up, a lost or broken phone doesn't mean losing everything. Sign in to your accounts on a new Galaxy and your contacts, photos, and much of your setup come flooding right back. That safety net is the whole reason the accounts exist.

WHAT THIS DOES FOR YOU

Set up once, protected for good

Taking a few minutes to know your two accounts — and keeping their passwords safe — is quietly one of the most important things in this book. It's what lets you recover from a lost phone, move to a new one painlessly, and keep strangers out. If setting up or checking your accounts feels daunting, it's a perfect thing for us to do together.

PART 3

Staying in Touch

The reason most of us carry a phone at all: calls, contacts, voicemail, texting, email, and seeing the faces of the people we love.

CHAPTER 15

Making & Receiving Phone Calls

For all the clever things a Galaxy does, it is still, first and foremost, a *telephone*. Let's make sure calling is second nature.

Making a call

1. Tap the **Phone** app — the green icon that looks like an old telephone handset, usually in the Dock at the bottom.
2. To dial a number, tap **Keypad** and tap out the digits, then press the big green **call** button.
3. To call someone in your address book, tap **Contacts** (or start typing their name in the search box) and tap their name, then the call button.
4. To call someone you spoke with recently, tap **Recents** and tap their name in the list.

Answering and hanging up

- **When the phone rings and the screen is on:** tap the green **Answer** button (or drag it, depending on your phone).
- **When the screen is off:** a ringing call shows a green and a red circle — **swipe the green one up** to answer, the red one to decline.
- **To hang up:** tap the red **End** button.

The buttons during a call

On-screen button	What it does
Speaker	Plays the call out loud so you can set the phone down and talk hands-free. Wonderful for long chats or when you need both hands.
Mute	Silences *your* microphone so the other person can't hear you (you still hear them). Tap again to unmute.
Keypad	Brings up the number pad for when a menu says "press 1 for…"
Add call	Lets you bring a third person onto the line.

TIP

Speakerphone is a gift for easy listening

If holding the phone to your ear is tiring, or you want a spouse to hear too, tap **Speaker** and set the phone on the table. The sound comes out loud and clear, and you can relax your arm. Many folks make nearly every call on speaker at home — there's no reason not to.

CHAPTER 16

Contacts — Your Address Book

Your **Contacts** are your phone's address book: names matched to phone numbers, so you call "Mary" instead of remembering ten digits. Keeping this tidy makes the whole phone easier, because the phone can then show you a name instead of a mystery number when someone calls.

Adding a new contact

1. Open the **Contacts** app (or the Contacts tab inside the Phone app).
2. Tap the **+** (plus) button.
3. Type the person's **name** and **phone number**. You can add their email, a photo, and a birthday too, but name and number are all you truly need.
4. Tap **Save**.

Saving someone who just called or texted

The easiest way to build your address book is to save people as they reach you. After a call from a new number, open **Recents** in the Phone app, tap the number, and choose **Add to contacts**. Give them a name, and from then on their calls show that name.

Favorites — your inner circle, one tap away

Mark the people you call most as **Favorites** (open their contact and tap the star). They rise to the top of the Phone app so you can reach your daughter or doctor in a single tap, and — handy for Do Not Disturb — you can let favorites ring through even when the phone is quiet.

> **GOOD TO KNOW**
>
> **Your contacts are backed up with your Google account**
>
> Because your contacts are tied to your Google account (Chapter 14), they're safe even if something happens to the phone. Sign in to a new Galaxy and your whole address book reappears. That's why it's worth saving numbers properly rather than keeping them on scraps of paper.

WHAT THIS DOES FOR YOU

Names, not numbers — calling made simple

A well-kept address book turns your phone from a puzzle of digits into a list of the people you love. You see "Dr. Nguyen" instead of a number you half-remember, you catch who's calling before you answer, and reaching anyone is a tap away. A half hour saving your important people pays off every single day.

CHAPTER 17

Voicemail, Spam Calls & Caller ID

Not every call gets answered, and not every caller is welcome. Let's handle the messages you miss and the nuisance calls you'd rather not get.

Listening to voicemail

Voicemail is the recorded message someone leaves when you don't pick up. To hear your messages, open the **Phone** app and tap the **Voicemail** tab or press and hold the **1** key on the keypad. Many carriers also offer **Visual Voicemail**, which lists your messages so you can tap the one you want and even read it as text.

If you've never set up voicemail, the phone or your carrier will walk you through recording a greeting and choosing a PIN the first time. If it's giving you trouble, that's an easy thing for me to help set up.

Spam and scam calls

Unwanted calls are a plague, and older folks are targeted most. Your Galaxy has real help built in:

- **Caller ID and spam protection** — in the Phone app, tap the three-dot menu > **Settings** > **Caller ID and spam protection** and turn it on. The phone will flag likely spam calls right on the screen so you can let them ring out.
- **Block a number** — after a nuisance call, open **Recents**, tap the number, and choose **Block**. You'll never hear from it again.
- **Silence unknown callers** — a setting that sends calls from numbers not in your contacts straight to voicemail, so only people you know ring through.

SCAM ALERT

The golden rule: you can always hang up

No real bank, government agency, or company will object if you hang up and call them back on a number you look up yourself. Scammers rely on keeping you on the line, rattled and rushed. If a caller pressures you, claims to be the "IRS" or "Social Security" or "Microsoft," or wants gift cards or remote access to your phone — **hang up**. It is never rude to protect yourself. Then, if you're unsure, call me at **(330) 200-8042** and we'll sort out whether it was real. We cover scams in depth in Part 7.

CHAPTER 18

Texting with Messages

A **text message** is a short written note sent to another phone — quick, quiet, and often the easiest way to reach a busy family member. On your Galaxy you send texts with the **Messages** app (the icon looks like a speech bubble).

Sending a text

1. Open **Messages** and tap the **compose** button (a pencil or a **+**) to start a new one.
2. In the **To** box, type a name from your contacts or a phone number.
3. Tap the message box, type your note, and tap the **send** arrow. That's it — it arrives on their phone in seconds.

Replying, photos, and the keyboard

- **To reply:** open the conversation and type in the box at the bottom. All your back-and-forth with that person stays together in one thread, like a running conversation.
- **To send a photo:** tap the **+** or picture icon beside the message box, pick a photo, and send it along with (or instead of) words.
- **The keyboard:** tap any typing box and the keyboard rises up. To fix a typo, tap where you want to go and use the backspace key. Don't worry about speed — nobody's timing you.
- **Talk instead of type:** tap the little **microphone** on the keyboard and simply speak; the phone types your words for you. Wonderful if typing is slow going.

Group texts and read receipts

A message sent to several people at once becomes a **group text**, where everyone sees each reply — lovely for family planning, though it can get chatty. Modern texting (called **RCS**) between smartphones also shows when a message was delivered and read, and lets you send bigger, clearer photos. You don't have to do anything to turn this on; it just works between compatible phones.

SCAM ALERT

Texts are a favorite tool of scammers

Be wary of texts from unknown numbers claiming a package "couldn't be delivered," a toll is "unpaid," your "bank account is locked," or "Mom, I lost my phone, text me here." These are scams fishing for your money or a tap on a bad link. **Don't tap links in texts you weren't expecting**, and never send money or codes because a text told you to. When in doubt, reach the person or company a way you already trust — and call me if you'd like a second opinion.

WHAT THIS DOES FOR YOU

A gentle, grandchild-friendly way to stay close

Texting is often how younger family members prefer to keep in touch — a quick photo, a short note, a "thinking of you." Learning it opens a warm little channel to the grandkids that phone calls sometimes don't. And with voice typing, you never even have to hunt for letters.

CHAPTER 19

Email on Your Galaxy

Email is electronic mail — letters sent through the internet instead of the post office. Your Galaxy keeps your email in your pocket, so you can read and reply anywhere. Most people use the **Gmail** app (since you likely have a Google account), though Samsung also includes its own Email app that works with any address.

Reading and replying

1. Open the **Gmail** app (the colorful "M" envelope).
2. Your messages are listed newest at the top. Tap one to open and read it.
3. To answer, tap **Reply** at the bottom, type your response, and tap the **send** arrow.
4. To write a brand-new message, tap **Compose** (a pencil), fill in the **To** address and a **Subject**, type your note, and send.

Attachments, and keeping the inbox tidy

- **Attachments** — a photo or document clipped to an email shows as a little file or picture. Tap it to open it. To send one, tap the **paperclip** when composing.
- **Archive or delete** — swipe a message sideways to tuck it away, or open it and tap the trash can. A tidy inbox is far less stressful.
- **Search** — tap the magnifying glass and type a name or word to find an old email in seconds, rather than scrolling forever.

SCAM ALERT

Email is where the cleverest scams arrive

Fake emails dressed up as your bank, Amazon, Netflix, or "Apple" are everywhere. They create alarm ("Your account will be closed!") and urge you to click a link and "log in" — which really hands your password to a crook. **Don't click links or open attachments in emails you weren't expecting.** To check on an account, open its app or type the website address yourself. When an email makes your heart race, slow down — that reaction is exactly what the scammer wants. Forward anything suspicious to me and I'll tell you straight whether it's real.

WHAT THIS DOES FOR YOU

Your mailbox, always within reach

Email on your phone means appointment reminders, notes from family, receipts, and newsletters are all in one searchable place you carry with you. No more missing something because you weren't at the computer. And once you learn to spot the fakes, it's a safe and genuinely useful part of daily life.

CHAPTER 20

Video Calls — Seeing Their Faces

Of everything a smartphone does, this may be the one that matters most: a **video call** lets you *see* the person you're talking to, live, wherever they are. Watching a grandchild's face light up, or showing your garden to a far-away friend, is a kind of closeness a voice call can't match.

The common ways to video call

App	When to use it
Google Meet	Comes with your Galaxy and works with anyone who has a Google account or the app. A dependable default on Android.
WhatsApp	Very popular, especially with family abroad. Free video and voice calls over the internet; both people install the free app.
Facebook Messenger	If your family is on Facebook, Messenger's video calls are an easy choice. (We have a whole separate manual on Messenger.)
FaceTime (to iPhone family)	Apple's FaceTime is iPhone-only to start a call, but an iPhone relative can send you a FaceTime *link* you can join from your Galaxy's web browser.

Making a video call (the general idea)

Whichever app you use, the pattern is the same: open the app, find the person, and tap the **video camera** icon. When they answer, you'll see them on the screen and a small picture of yourself in the corner. Tap the screen to show the buttons — to mute, flip to the back camera to show them something, or hang up with the red button.

TIP

Prop the phone up and use good light

For a comfortable video call, lean the phone against a stack of books or use a little stand so you don't have to hold it, and sit facing a window or lamp so your face is well lit (a bright window *behind* you turns you into a shadow). Small things, but they make the call far nicer for everyone.

WHAT THIS DOES FOR YOU

The feature that shrinks the miles

Ask families what their parents' and grandparents' phones are really *for*, and video calling is the answer that brings a lump to the throat. Birthdays, new babies, a Sunday check-in — seeing each other's faces keeps you woven into the family's life across any distance. If you'd like, I'll happily help you set up a video call with a loved one and be on the line until it's working.

PART 4

The Internet, Apps & the Smart Helpers

Getting online, browsing the web, adding the apps you want from a safe source, and meeting the voice assistants — including today's clever AI helpers.

CHAPTER 21

Getting Online: Wi-Fi & Mobile Data

Almost everything interesting your phone does needs the **internet** — email, the web, video calls, maps. Your Galaxy can reach the internet two ways, and knowing the difference saves you money and frustration.

The two roads to the internet

Connection	What to know
Wi-Fi	Your home (or a cafe's, or a library's) wireless internet. Fast, and it doesn't count against your phone plan. Use it whenever you can, especially at home.
Mobile data	The internet carried over the cell network from your phone company, used when you're out and about with no Wi-Fi. It works almost everywhere but is limited by your plan, so big downloads are best saved for Wi-Fi.

Joining a Wi-Fi network

1. Open **Settings > Connections > Wi-Fi** (or press and hold the Wi-Fi button in Quick settings).
2. Make sure Wi-Fi is switched on. A list of nearby networks appears.
3. Tap **your** network's name (at home, it's printed on your router/modem if you've never changed it).
4. Type the **password** carefully (it's case-sensitive) and tap **Connect**. The phone remembers it, so you only do this once per network.

STAY SAFE

Be careful on public Wi-Fi

Free Wi-Fi at a coffee shop, hotel, or airport is fine for reading the news — but avoid doing your **banking or shopping** on it, because others on the same network could snoop. Save money matters for your trusted home Wi-Fi or your mobile data. And never join a network with an odd name hoping it's free; scammers sometimes set up fake ones to catch the unwary.

How much data am I using?

If your plan has a data limit, you can watch your usage in **Settings > Connections > Data usage**. The simple habit that keeps you well under any limit: do your big downloads, app

updates, and video watching on **Wi-Fi** at home, and lean on mobile data mainly for maps, messages, and quick lookups when you're out.

WHAT THIS DOES FOR YOU

Online at home for free, connected everywhere else

Understanding Wi-Fi versus mobile data is quietly one of the most money-saving things in this book. Use your home Wi-Fi for the heavy lifting and you'll rarely brush your plan's limit, while still enjoying a phone that works out in the world. Best of both.

CHAPTER 22

Browsing the Web

The **web** is the vast library of pages that make up most of the internet — news, recipes, weather, your bank, your church bulletin, nearly everything. You explore it with a **browser**. Your Galaxy includes **Samsung Internet**, and you can also use Google's **Chrome**; both work the same way, so use whichever you like.

Finding things on the web

1. Open your browser (Samsung Internet or Chrome).
2. Tap the bar at the top — the **address/search bar**.
3. Type either a website address (like **ssa.gov**) *or* just what you're looking for in plain words (like **library hours Ravenna Ohio**), then tap **Go** or the search key.
4. Tap any result to open it. Use the **Back** gesture or button to return to the list.

Handy browser habits

- **Zoom in** — pinch two fingers apart to make small text bigger, or double-tap a column of text.
- **Bookmarks** — save a page you visit often (the star or menu > Add bookmark) so you can return in one tap instead of searching again.
- **Tabs** — each page you open can live in its own "tab," like keeping several newspapers open at once. Tap the little number box to switch between them or close ones you're done with.

SCAM ALERT

Watch out for fake warnings and bad results

While browsing you may see a scary pop-up — "Your phone is infected! Call this number!" It is **always** fake. Don't call the number, don't tap it; just close the tab (or restart the phone). Also, when searching for a company's phone number, be careful: scammers buy ads that look like the real result. Prefer the company's own website (type its address directly) over a number from a random page. If a result feels off, it probably is — call me and we'll check.

WHAT THIS DOES FOR YOU

The world's biggest library, in your hand

Once browsing feels natural, almost any question has an answer: a recipe, a medication's side effects, store hours, an old song, your grandchild's school play schedule. You're never stuck wondering — you can simply look it up. That's a quiet kind of independence.

CHAPTER 23

Adding Apps from the Play Store

Your phone came with many apps, but you'll want to add others — your bank's app, a weather app you like, a game, a video-call app to reach family. On a Galaxy, the safe place to get apps is the **Google Play Store** (and, for some Samsung extras, the Galaxy Store).

Installing an app

1. Open the **Play Store** (the colorful triangle icon).
2. Tap the **search bar** at the top and type what you want — the app's name, or a description like "weather" or "my bank's name."
3. Tap the right result. Check that it's made by the real company (look at the maker's name and the number of reviews).
4. Tap **Install** and wait for it to download. When it's done, tap **Open**, or find its new icon in your App drawer.

GOOD TO KNOW

Most good apps are free

The vast majority of useful apps cost nothing to install. If an app asks for payment, or offers "in-app purchases," you'll always be told clearly and asked to confirm — nothing is charged without your say-so. You can browse and install freely without fear of surprise bills.

SCAM ALERT

Only install from the Play Store — and mind the fakes

Sticking to the official Play Store keeps out most bad software. But even there, imposters exist: fake "bank" apps, or junk apps with official-looking names. Before installing, check the **maker's name** matches the real company, and that it has many thousands of reviews. **Never** install an app because a phone call, text, or pop-up told you to — that's how scammers get control of your phone. When unsure which app is the real one, call me.

Removing an app you don't want

To clear out an app you don't use, press and hold its icon and tap **Uninstall** (or **Remove**). This frees up space and tidies your phone. A few built-in apps can't be fully removed, but you can usually **Disable** them so they stop bothering you.

CHAPTER 24

Keeping Apps Updated & Tidy

Apps get **updates** now and then — new versions that fix problems and patch security holes. Keeping them current is one of the simplest things you can do for a safe, smooth phone, and your Galaxy can handle it for you automatically.

Letting updates happen on their own

1. Open the **Play Store**, tap your **picture** in the top corner, then **Settings**.
2. Tap **Network preferences > Auto-update apps**.
3. Choose **Over Wi-Fi only** — now apps quietly keep themselves current whenever you're on home Wi-Fi, using no mobile data and needing nothing from you.

Checking for updates yourself

To update manually, open the Play Store, tap your picture, and tap **Manage apps and device**. Any apps with updates waiting show an **Update** button; you can update one or tap **Update all**.

WHAT THIS DOES FOR YOU

Updates are free protection

Think of app updates like a mechanic quietly fixing a recall on your car for free, overnight, in your own driveway. They close security gaps that scammers exploit and smooth out glitches. Turn on automatic updates over Wi-Fi and you get all that protection without lifting a finger.

CHAPTER 25

The Voice Assistants: Google Assistant, Bixby & Gemini

Your Galaxy can listen and talk back. You can ask it questions out loud, have it set reminders, or get directions without typing a thing — a real boon if your eyes or fingers aren't what they were. There are a few assistants, which can be confusing, so let's sort them out.

Who's who

Assistant	What it's best at
Google Assistant / Gemini	Google's helper, built into Android. On newer phones it's called **Gemini** and is quite clever — ask it anything, in plain speech. This is the main one most people use.
Bixby	Samsung's own assistant, good at controlling the phone's own settings and Samsung features ("Bixby, turn on the flashlight").

Asking for help out loud

To wake the main assistant, either **press and hold the Side key** or say its wake words ("Hey Google") if you've turned that on. Then just speak naturally:

- "Set a timer for twenty minutes."
- "What's the weather tomorrow?"
- "Call my daughter."
- "Remind me to take my pills at eight."
- "How do you spell necessary?"

TIP

Speak as you would to a helpful clerk

You don't need robot-talk or special commands. Ask the way you'd ask a person: "What time does the pharmacy close?" If it mishears, just try again — you can't offend it, and it gets your voice better over time. For many folks, talking to the phone becomes the easiest way to use it.

CHAPTER 26

Galaxy AI & the New Smart Features

You've surely heard the term **AI** — artificial intelligence — in the news. On recent Galaxy phones, Samsung bundles a set of these clever helpers under the name **Galaxy AI**. Stripped of the hype, they're simply tools that use smart software to save you effort. Here are the ones most worth knowing, in plain English. (We also have a whole separate manual just on AI assistants if you'd like to go deeper.)

Genuinely useful Galaxy AI tricks

Feature	What it does for you
Live Translate	During a phone call with someone who speaks another language, the phone can translate back and forth in near real time. Remarkable for travel or far-flung family.
Interpreter	Face-to-face, it shows your words and theirs on screen in two languages — handy at a clinic or a shop abroad.
Circle to Search	Circle anything on your screen with your finger to look it up instantly — a plant, a product, a landmark in a photo.
Writing and summary help	It can tidy up a message you've written, or summarize a long article or recording into a few plain points.
Photo cleanup	Remove a stray person or object from a photo, or sharpen an old blurry one.

GOOD TO KNOW

AI is a helper, not an oracle — double-check it

These tools are genuinely useful, but they are *not* always right. An AI can state something false with complete confidence — folks in the trade call these "hallucinations." So enjoy the help, but for anything that matters — a medical fact, a legal question, a dollar figure — confirm it with a trusted source or a real person. Treat AI like a bright but occasionally mistaken assistant, not the final word.

STAY SAFE

AI features and your privacy

Some AI features do their thinking right on the phone; others send your words or photos off to be processed. For most everyday use that's fine, but don't feed an AI anything truly private — passwords, full account numbers, Social Security numbers. When in doubt, keep sensitive details out of it. We talk more about privacy in Part 7.

WHAT THIS DOES FOR YOU

Clever help, on your terms

You don't have to use any of these to enjoy your phone — but a few of them (translating a call, summarizing a long letter, cleaning up a photo) can be small marvels. Try them when you're curious, ignore them when you're not, and remember they're there to serve you, not the other way around.

PART 5

Camera, Photos & Memories

Taking pictures worth keeping, finding them again, and making sure a lifetime of memories is safely backed up and easy to share.

CHAPTER 27

Taking Great Photos

The camera may be the feature you reach for most — the grandkids, the garden, a receipt, a parking spot to remember. Galaxy cameras are excellent, and the good news is you don't need to understand any of the fancy settings to take a lovely picture.

Taking a picture

1. Open the **Camera** app (or press the Side key twice to jump straight to it).
2. Point the phone at what you want. What you see on the screen is exactly what you'll capture.
3. Tap the big round **shutter button** at the bottom. That's it — the photo is saved automatically.
4. To take a **selfie** (a picture of yourself), tap the little **flip-camera** icon to switch to the front camera.

A few simple tricks for better pictures

- **Tap to focus.** Tap the person or thing on the screen you want sharp and bright; the phone focuses there and adjusts the light.
- **Steady does it.** Hold the phone with both hands and pause for half a second after tapping — that beats most blur.
- **Zoom with care.** Spread two fingers apart to zoom in, but a little goes a long way; too much zoom gets grainy. Stepping closer beats zooming.
- **Mind the light.** Keep the sun or a window *behind you*, lighting your subject, not behind them.

> **TIP**
>
> **The volume button is a shutter, too**
>
> If reaching the on-screen button makes the phone wobble, just press a **volume button** instead — it snaps the photo. Some find this steadier and more natural, like a real camera's button. Little tricks like this make photography comfortable.

WHAT THIS DOES FOR YOU

A camera always in your pocket

The best camera is the one you have with you — and yours is always right there. A moment with the family, a flower on a walk, the label of a wine you liked, the model number on the back of your router: snap it and it's kept. Once the camera feels easy, you'll find a hundred daily uses for it.

CHAPTER 28

Camera Modes: Portrait, Night, Zoom & More

Along the bottom of the camera screen is a row of **modes** — different ways of taking a picture for different situations. You can ignore them all and still take great photos, but a couple are genuinely worth knowing.

The modes worth trying

Mode	When to use it
Photo	The everyday mode. Leave it here for most pictures.
Portrait	Keeps a person sharp while gently blurring the background, for a flattering, professional look. Lovely for pictures of people.
Night	Brightens dim scenes — a sunset, a candlelit dinner, a dark room. Hold still an extra moment while it works its magic.
Video	Records moving pictures with sound. Tap the red button to start, tap again to stop.
Panorama	Sweep the phone slowly across a wide view — a landscape, a big family gathered in a row — to capture it all in one long picture.
Pro	For enthusiasts who want to control everything by hand. Most folks never need it; it's there if you get curious.

Flash and the timer

- **Flash** — the lightning-bolt icon. Set it to **auto** (fires only when needed), **on**, or **off**. In a dim room, auto usually does the right thing.
- **Timer** — the little clock/stopwatch icon. Set a few seconds' delay so you can prop the phone up and get into the photo yourself. Perfect for including everyone, including you.

WHAT THIS DOES FOR YOU

The right mode turns a snapshot into a keeper

You don't need to master any of this — but knowing that **Portrait** makes people look their best and **Night** rescues a dim room means that, now and then, you'll catch a picture you're truly proud of. Try a mode when the moment calls for it; the rest of the time, plain Photo is all you need.

CHAPTER 29

The Gallery — Finding & Enjoying Your Photos

Every photo you take lands in the **Gallery** app (and, if you've turned it on, also in **Google Photos**). This is your family album — let's make it easy to browse and enjoy.

Looking through your pictures

- **Open the Gallery** and your photos appear newest first. Swipe up to travel back through time.
- **Tap any photo** to see it full-screen. Swipe left and right to move to the next and previous.
- **Pinch two fingers together** to zoom out and see more photos at once (handy for finding something from a while ago), or spread them apart to see fewer, larger.
- **Albums** — the Gallery sorts pictures into albums (Camera, Screenshots, and so on), and can group them by the **people** and **places** in them, so you can find "photos of Margaret" in a tap.

Little touch-ups

Open a photo and tap the **pencil** (edit) icon to crop it, straighten it, brighten it, or remove red-eye. Don't be shy — edits can always be undone, and the original is kept. There's also a **trash can** to delete a blurry dud, and a **share** icon to send a photo to someone (next chapter).

> **TIP**
>
> **Make a 'Favorites' album of your best**
>
> As you browse, tap the little **heart** on the photos you love most. They gather into a **Favorites** album you can open any time — a curated little collection of your dearest pictures, ready to show a visitor without scrolling past a hundred screenshots and receipts.

CHAPTER 30

Sharing & Backing Up Your Photos

Photos are meant to be shared and, above all, **kept safe**. A phone can be lost or dropped in a lake — but your pictures needn't go with it, if they're backed up. This chapter guards a lifetime of memories.

Sharing a photo

1. Open the photo in the Gallery and tap the **Share** icon (often an arrow or three connected dots).
2. Choose how to send it: **Messages** to text it, **Gmail** to email it, or an app like **WhatsApp** or **Messenger**.
3. Pick the person and send. To share several at once, press and hold one photo to start selecting, tap the others, then Share.

Backing up — the most important part

Backing up means keeping a second copy of your photos safely on the internet ("in the cloud"), so they survive anything that happens to the phone. **Google Photos** does this beautifully and comes on every Galaxy:

1. Open the **Google Photos** app (the colorful pinwheel).
2. Tap your **picture** in the corner and make sure **Backup** is turned **on**.
3. Set it to back up **over Wi-Fi** so it doesn't use mobile data.
4. From now on, every photo you take is automatically copied to your Google account. Lose the phone, and your pictures are still there, waiting on any new phone or computer you sign in to.

STAY SAFE

Backed-up photos survive a lost or broken phone

This is worth doing today. A phone is a fragile thing, and the pictures on it may be irreplaceable — the only copy of a wedding, a late spouse, a baby's first steps. With Google Photos backup on, those memories live safely in your Google account no matter what befalls the phone. If you'd like help switching backup on and making sure it's working, call me — it's one of the most important calls you could make.

WHAT THIS DOES FOR YOU

A lifetime of memories, safe and shareable

With your photos backed up, you can relax: no single accident can erase your memories. And sharing them — a grandchild's recital sent to the whole family in seconds — keeps everyone close to the moments that matter. Safe and shared: that's what a photo should be.

CHAPTER 31

Screenshots & Capturing What's On Screen

A **screenshot** is a photo of whatever is on your screen at that moment — not through the camera, but the screen itself. It sounds technical, but it's wonderfully handy: capturing a confirmation number, a map, a recipe, or an error message to show me.

Taking a screenshot

- **The button way:** press the **Side key and volume-down button** at the same time, quickly. The screen flashes and a little picture appears — that's your screenshot, saved to the Gallery.
- **The hand way (on many Galaxy phones):** swipe the *edge of your hand* across the screen from one side to the other. (Turn this on in Settings > Advanced features > Motions and gestures > **Palm swipe to capture**.)

Why screenshots are so useful

- Capture a **confirmation number** or boarding pass so you have it even with no signal.
- Save a **map or address** to glance at later without reloading.
- Snap an **error message** or a confusing screen and text it to me — I can often tell at a glance what's happening and how to fix it.
- Keep a **recipe** or an article to read later.

> **TIP**
>
> **A screenshot is the best way to show me a problem**
>
> When something on your phone puzzles or worries you, a screenshot is worth a thousand words. Capture it, then text it to me at **(330) 200-8042**. Seeing exactly what you're seeing, I can usually sort it out in a minute or two — far faster than trying to describe it over the phone. It's one of the handiest skills in this whole book.

PART 6

Everyday Helpers

The calendar, alarms, notes, weather, maps, paying with your phone, your health, and the first steps into a smart home — the tools that quietly make life easier.

CHAPTER 32

The Calendar — Never Miss a Thing

The **Calendar** app keeps your appointments, birthdays, and plans in one place and reminds you before they arrive — so a doctor's visit or a grandchild's game never slips your mind.

Adding an appointment

1. Open the **Calendar** app.
2. Tap the **+** (plus) button.
3. Type what it is ("Dentist"), set the **date and time**, and — this is the magic — set a **reminder** (say, one hour before, or the day before).
4. Tap **Save**. When the time nears, your phone gently reminds you.

Seeing your schedule

You can view the calendar by month (the big grid), by week, or as a simple list of what's coming up — tap the view button to switch. Days with something planned show a little dot or the event itself. A glance tells you what's ahead.

WHAT THIS DOES FOR YOU

A gentle memory you can rely on

We all forget things now and then — it's nothing to be embarrassed about. Letting the calendar remember for you, and nudge you at the right moment, takes a real weight off. Put every appointment in as you make it, set a reminder, and you'll never again realize at 2:15 that you had a 2:00. That's peace of mind you can count on.

CHAPTER 33

Clock, Alarms & Timers

The **Clock** app is a humble workhorse: a bedside alarm, a kitchen timer, a stopwatch, and the time around the world, all in one.

Setting an alarm

1. Open the **Clock** app and tap **Alarm**.
2. Tap the **+**, set the time, and choose whether it repeats (every weekday, say).
3. Tap **Save**. A little alarm-clock icon appears at the top of your screen so you know one's set.

Timers and the stopwatch

- **Timer** — a countdown for the oven, the laundry, or your eye drops. Tap **Timer**, set the minutes, and tap Start. You can also just tell your assistant, "Set a timer for ten minutes."
- **Stopwatch** — counts time up, for timing a walk or anything else.
- **World clock** — see the time where family lives far away, so you don't call at 3 a.m. their time.

> **TIP**
>
> **Let your voice set the timer**
>
> Hands full in the kitchen? Just say "Hey Google, set a timer for twenty minutes" and it's done — no tapping, no squinting. The humble kitchen timer may be the feature you end up using every single day, and your voice makes it effortless.

CHAPTER 34

Reminders & Notes

Two simple tools keep the odds and ends of life in order: **reminders** for things to do, and **notes** for things to remember.

Setting a reminder

The easiest reminders are spoken: "Remind me to take my medicine at eight," or "Remind me to call Bob tomorrow morning." Your assistant files it and nudges you at the right time. You can also use the **Reminder** feature in the Calendar or the Samsung Notes app.

Keeping notes

The **Samsung Notes** app is a digital notepad — a grocery list, a packing list, the measurements for a part at the hardware store, a phone number someone rattles off. Open it, tap the **+**, and type (or tap the microphone and speak). Your notes are saved automatically and searchable, so nothing gets lost on a scrap of paper.

WHAT THIS DOES FOR YOU

Offload the little things

You don't have to hold every errand and number in your head. A spoken reminder for your pills, a running grocery list in Notes, a reminder to call the plumber back — let the phone carry these small burdens. Your mind is freer, and nothing important falls through the cracks.

CHAPTER 35

The Weather

Your Galaxy knows the weather wherever you are and wherever you're headed — today's forecast, the week ahead, and whether to grab an umbrella or a coat before you step out.

Checking the forecast

- Open the **Weather** app for the full picture: today's high and low, an hour-by-hour forecast, and the coming days.
- Add a **Weather widget** to your Home screen (Chapter 12) so the temperature and conditions are visible the moment you pick up the phone — no app to open.
- Just **ask**: "Will it rain this afternoon?" or "What's the weather in Phoenix this weekend?" (handy before visiting family).

TIP

Check the week before any trip or outing

A ten-second glance at the week's forecast saves you from being caught out — a sudden cold snap, rain on the day of the picnic, ice on the morning of an appointment. Add the widget to your Home screen and the weather simply greets you each time you look at your phone.

CHAPTER 36

Maps & Getting Directions

Google Maps turns your phone into a knowledgeable navigator that never loses its temper. It can guide you turn-by-turn to any address — speaking the directions aloud so you keep your eyes on the road — and show you what's nearby.

Getting directions somewhere

1. Open **Maps** (the icon looks like a little map pin).
2. Tap the **search bar** and type (or speak) the address or the name of the place — "Robinson Memorial Hospital" or "nearest pharmacy."
3. Tap **Directions**, check it shows **driving** (or walking), and tap **Start**.
4. A calm voice guides you — "In a quarter mile, turn right" — all the way there. It even reroutes around traffic and wrong turns without a word of complaint.

More than directions

- **Find what's nearby** — search "gas," "coffee," or "urgent care" to see what's close, with hours and phone numbers.
- **Remember where you parked** — drop a pin at your parking spot so you can find your way back in a big lot.
- **Street View** — see a photo of a place before you go, so you recognize it when you arrive.

WHAT THIS DOES FOR YOU

Never lost, never afraid to go somewhere new

For many folks, the fear of getting lost quietly shrinks their world — they stop driving to new places. Maps hands that confidence back. With a patient voice guiding every turn, a new doctor across town or a visit to family in another state becomes something you can do without a knot in your stomach. That's freedom worth having.

CHAPTER 37

Paying With Your Phone (Samsung Wallet)

Your Galaxy can act as a **wallet** — tap it to pay at a store instead of digging out a card, and keep your boarding passes, tickets, and loyalty cards in one place. It's handled by **Samsung Wallet** (and Google Wallet works too). It's optional, but many find it wonderfully convenient once they trust it.

Is it safe? Yes — and here's why

Tapping to pay is actually *safer* than swiping a card. The phone never shares your real card number with the store; it sends a one-time scrambled code instead. And a payment only happens after you unlock the phone with your fingerprint or face — so a thief with your phone can't use it. Your card details are locked away behind your phone's security.

Setting it up and paying

1. Open **Samsung Wallet** (or Google Wallet) and follow the prompts to add a card — you'll photograph it or type the numbers, and your bank confirms it's really you.
2. To pay in a store, wake the phone, hold it near the card reader, and confirm with your fingerprint or face. A little buzz and checkmark mean it's done.

STAY SAFE

Your phone's lock is what keeps this safe

Because paying requires your fingerprint, face, or PIN, the lock on your phone is what protects your money here. Keep that lock turned on (never "swipe only"), never share your PIN, and if your phone is ever lost you can freeze everything remotely with Find My Mobile (Part 7). Used this way, paying by phone is both easy and secure.

WHAT THIS DOES FOR YOU

Leave the cards at home

Boarding passes that can't be left on the counter, loyalty cards that don't clutter your wallet, and a quick tap to pay for groceries — all from the phone that's already in your hand. It's optional, but once it earns your trust, many folks wouldn't go back.

CHAPTER 38

Samsung Health — A Pocket Wellness Helper

The **Samsung Health** app quietly keeps an eye on your activity and well-being — steps walked, hours slept, and more, especially if you also have a Galaxy Watch. It's a gentle encourager, not a doctor, and it can be genuinely motivating.

What it can track

- **Steps** — the phone counts your steps as you carry it, nudging you toward a daily goal you set.
- **Walks and workouts** — record a walk, a bike ride, or a swim, and see how far and how long.
- **Sleep, heart rate, and more** — with a Galaxy Watch, it tracks your sleep and heart rate through the night.
- **Food and water** — log meals and glasses of water if you'd like to keep an eye on them.

STAY SAFE

A wellness helper, not a medical device

Samsung Health is encouraging and useful, but its numbers are estimates for general wellness — not diagnoses. Don't make medical decisions from an app reading. If a measurement ever worries you, or you feel unwell, call your doctor, not your phone. Used as gentle motivation to move a little more, though, it's a fine companion.

WHAT THIS DOES FOR YOU

A small nudge toward a healthier day

Seeing you're a few hundred steps from your goal is often just the push needed for one more turn around the block. No pressure, no judgment — just a quiet, friendly record of a life well lived and a gentle encouragement to keep moving. That's a lovely thing to have in your pocket.

CHAPTER 39

First Steps into a Smart Home (SmartThings)

If you have — or are curious about — smart gadgets like a video doorbell, a smart thermostat, smart light bulbs, or a security camera, your Galaxy is the remote control for all of it. Samsung's **SmartThings** app gathers compatible devices in one place so you can run your home from your phone or your voice.

What a 'smart home' really means

It's simpler than it sounds: a "smart" device is just one that can connect to your Wi-Fi so your phone (or an assistant) can control it. Turn the porch light on from your chair, see who's at the door from the kitchen, nudge the heat up from bed, or check a camera while you're away. You add devices one at a time, only the ones you want.

Adding a device (the general idea)

1. Open **SmartThings** and tap the **+** to add a device.
2. Pick the kind of device, and follow the steps to connect it to your Wi-Fi (the device's own instructions help here too).
3. Once added, it appears as a tile you can tap to control, and you can ask your assistant to handle it: "Turn on the living room lamp."

GOOD TO KNOW

Start small, add as you go

You don't have to "smarten" your whole house at once, and you certainly don't need to. Many folks start with one thing — a video doorbell to see visitors, or a smart plug for a lamp — and add more only if they find they like it. We have separate manuals on several of these gadgets, and I'm always glad to help you set one up without the fuss.

WHAT THIS DOES FOR YOU

Your home, at your fingertips

A smart home, done gently, is really about comfort and peace of mind: warmth waiting when you wake, a light on before you reach a dark room, a glance at the front door without getting up, a check on the house while you're at your daughter's. One device at a time, your phone becomes a calm little command center for the place you live.

PART 7

Safety, Security & Peace of Mind

Keeping your phone, your money, and your good name safe — spotting the scams aimed at all of us, and knowing your phone can be found, locked, and recovered.

CHAPTER 40

Locking Your Phone & Guarding Your Passwords

The first wall of safety is your phone's lock, and the handful of passwords behind your accounts. Get these right and you've shut the door on most trouble before it starts.

Keep a real lock on the phone

Make sure your phone is locked with a **PIN, pattern, or password** plus your fingerprint or face (Chapter 5) — not set to "swipe" or "none." This single thing protects everything: your email, your photos, your banking, your ability to pay. A locked phone found on a bus is a useless brick to a stranger; an unlocked one is an open door.

Strong passwords, made simple

A good password is **long** and **not guessable**. The easy trick: use a **passphrase** — three or four random words strung together, like *copper-lantern-river-9*. It's long, easy for you to remember, and very hard for anyone to guess. Use a *different* one for your most important accounts (email, bank), because if one leaks, the others stay safe.

TIP

Write them down — on paper, kept at home

Forget the advice that you must memorize a dozen passwords. Keep them in a small notebook in a safe drawer at home — not in your wallet, not taped to the phone. A paper list locked in your house is far safer than reusing one weak password everywhere. (A "password manager" app can do this too, and we cover that in the separate Securing Your Accounts manual.)

STAY SAFE

No one legitimate ever needs your password

Burn this into memory: a real bank, a real company, Samsung, Google — **none of them** will ever call, text, or email asking for your password, PIN, or a verification code. Anyone who does is a scammer, full stop. The code a text sends you is for *you* to type into the real app, never to read aloud to a caller. When someone asks for a code or password, that's your signal to hang up and, if unsure, call me.

CHAPTER 41

Spotting the Scams Aimed at All of Us

This is the most important chapter in the book, so read it twice. Scammers target everyone, and they work hard to seem believable, urgent, and official. You are not foolish for being targeted — these are professional criminals. But once you know their playbook, you'll spot them a mile off, and they'll move on to easier marks.

The one feeling that unmasks almost every scam

Nearly every scam creates **urgency and fear**, then rushes you to act before you can think or check. "Your account is compromised — act now!" "You owe money — pay immediately or be arrested!" "Your grandson is in jail and needs bail!" **That pressure is the tell.** Real institutions give you time and let you call them back. The moment you feel rushed and frightened, stop — that feeling is the scam working on you.

The scams you're most likely to meet

The scam	How to beat it
Tech-support scam	A call or scary pop-up claims your phone or computer is "infected" and wants to "fix" it — really to take control or charge you. Hang up / close it. No real company works this way.
Government impostor	"IRS," "Social Security," or "Medicare" demanding immediate payment or your numbers. These agencies write letters; they don't threaten arrest by phone or demand gift cards.
Grandparent / family emergency	"Grandma, it's me, I'm in trouble, don't tell Mom, send money." Hang up and call the real family member on their known number.
Bank / account "alert"	A text or email says your account is locked; a link leads to a fake login that steals your password. Open your bank's real app instead.
Prize / package / romance	"You've won!", a fake delivery "problem," or a too-good online sweetheart who eventually needs money. If money flows away from you, it's a scam.

The rules that keep you safe

- **Never** pay with **gift cards**, wire transfers, or cryptocurrency because someone on the phone told you to. That demand is *always* a scam.
- **Never** let anyone you didn't call have **remote access** to your phone or computer.
- **Never** read a **verification code** aloud to anyone, or type your password into a link from a message.

- **Always** hang up and call back on a number *you* look up — from your card, your statement, or the real website.
- **When in doubt, wait.** Scammers hate delay. "Let me think about it and call you back" ends most scams on the spot.

SCAM ALERT

When something feels off, call me before you act

Here is my standing offer, and I mean it: if any call, text, email, or pop-up about money, accounts, or your computer makes you uneasy, **stop and call me first** at **(330) 200-8042**. I will never make you feel silly for asking. A two-minute "is this real?" call has saved folks around here thousands of dollars and a world of heartache. There is no shame in checking — the shame is all on the crooks.

CHAPTER 42

Safe Apps & Sensible Permissions

Apps can ask to use parts of your phone — your location, your camera, your contacts. These **permissions** are often reasonable (a map needs your location), but some apps overreach. A little judgment here keeps your private life private.

Granting permission thoughtfully

When an app asks for a permission, pause and ask whether it makes sense. A weather app wanting your location: reasonable. A simple flashlight app wanting your contacts and microphone: suspicious. You can tap **While using the app** (rather than "always"), or **Deny**, and the app usually works fine. You can always change your mind later.

Reviewing what you've allowed

1. Open **Settings > Security and privacy > Permission manager** (wording varies a little by model).
2. Tap a permission like **Location** or **Microphone** to see which apps can use it.
3. Turn off any that have no business with it. Nothing you rely on will break; if something does, just switch it back.

GOOD TO KNOW

Install less, worry less

The simplest privacy habit is to keep only the apps you actually use. Every app you don't need is one more thing asking for permissions and sending notifications. Now and then, clear out the ones you've stopped using (Chapter 23). A lean phone is a safer, faster, calmer phone.

CHAPTER 43

Secure Folder & Keeping Things Private

Samsung gives you a private vault on your phone called **Secure Folder** — a locked space, separate from everything else, where you can keep sensitive photos, documents, and apps behind their own password. It's optional, but lovely for peace of mind.

What it's good for

- Private documents — a scan of your passport, insurance papers, a copy of your will.
- Photos you'd rather not have appear when you hand the phone to a grandchild to look at pictures.
- A second copy of a banking or password app, locked away separately.

Turning it on

Open **Settings > Security and privacy > Secure Folder** (or search "Secure Folder") and follow the prompts. You'll sign in with your Samsung account and set a separate lock for the folder. After that, anything you move into it is hidden and protected — and newer phones even offer a one-tap button in Quick settings to hide the whole folder instantly.

TIP

A safe place for your 'in case' papers

A thoughtful use: scan your important documents and tuck the copies in Secure Folder — emergency contacts, medication list, insurance and Medicare cards, account information a trusted family member might one day need. Protected by its own lock, it's a private little safe you always have with you. I'm glad to help you set this up properly.

CHAPTER 44

Finding a Lost Phone (Find My Mobile)

Losing your phone is a sinking feeling — but your Galaxy can be found, rung, locked, and even wiped from afar, as long as you set this up *before* it goes missing. Ten minutes now buys enormous peace of mind later.

Two tools, both worth turning on

Tool	Where to switch it on
Samsung Find My Mobile	Samsung's own locator. Turn it on in Settings > Security and privacy > **Find My Mobile** (it uses your Samsung account).
Google Find My Device	Google's version, tied to your Google account. Usually on by default; check Settings > Security and privacy > **Find My Device**.

When the phone goes missing

1. From any computer or another phone, go to the finder's website (**smartthingsfind.samsung.com** for Samsung, or **android.com/find** for Google) and sign in with your account.
2. A map shows where your phone is. You can make it **ring loudly** (even if silent) to find it in the couch cushions.
3. If it's truly lost, you can **lock** it and show a message with a number to call, or as a last resort **erase** it so no one can reach your information.

STAY SAFE

Set this up today — it only helps if it's already on

This is the kind of thing folks wish they'd done *after* a phone goes missing. It takes ten minutes to switch on Find My Mobile and Find My Device while your phone is safely in hand, and it can mean the difference between recovering your phone (and protecting everything on it) and a genuine crisis. If you'd like, we'll turn both on together on a quick call — consider it insurance you hope never to use.

CHAPTER 45

Emergency Features That Could Save You

Your Galaxy has quiet, powerful features for the worst moments — a fall, a sudden illness, a car trouble on a dark road. Setting them up now means help is a button-press away if you ever need it.

Emergency SOS

Emergency SOS can call for help and alert your loved ones fast. Set it up in **Settings > Safety and emergency**:

- Turn on **Emergency SOS** — then pressing the Side key several times quickly calls emergency services and can text your emergency contacts your location.
- Add your **emergency contacts** — the people to be alerted (a daughter, a neighbor).
- Fill in your **Medical information** (below) so first responders can see it even on a locked phone.

Medical information on your lock screen

In **Settings > Safety and emergency > Medical info**, you can list your conditions, allergies, medications, and blood type. This becomes viewable from the **Emergency call** screen *without* unlocking the phone — so a paramedic or a good Samaritan can learn what they need to help you, and whom to call.

WHAT THIS DOES FOR YOU

Help within reach, even when you can't reach for it

These features are a comfort to you and to the family who worry about you. A few minutes setting up Emergency SOS, your emergency contacts, and your medical info means that in a frightening moment — a fall in the garden, feeling unwell away from home — your phone can summon help and speak for you. I'd be glad to help you set every bit of it up; few things are more worth doing.

CHAPTER 46

Backing Up Your Whole Phone

We covered backing up your *photos* in Part 5. Just as important is backing up the *rest* — your contacts, texts, settings, and apps — so that a lost, stolen, or broken phone is an inconvenience, not a catastrophe. Your Galaxy can do this automatically.

Two backups working for you

- **Google backup** — Settings > **Accounts and backup > Back up data** (Google). This saves your contacts, app list, texts, and settings to your Google account.
- **Samsung Cloud / Smart Switch backup** — Settings > **Accounts and backup** also offers Samsung's own backup for Samsung apps and settings.

Turn these on, set them to run over Wi-Fi, and your phone quietly keeps a safety copy of your digital life. When you get a new Galaxy, signing in restores it all — contacts, photos, settings — in an hour or two, with almost no effort. We walk through that in Chapter 51.

WHAT THIS DOES FOR YOU

A safety net under everything

Backing up is the digital equivalent of keeping copies of your important papers in a fireproof box. You hope never to need it — but the day a phone is lost or drops in the sink, you'll be so glad it's there. With backups on, you can replace a phone and carry on, your contacts and memories intact. If you're not sure yours are turned on, that's a perfect thing to check together.

PART 8

Doing More With Your Galaxy

The everyday skills that make the phone truly useful: typing with ease, reading and listening, banking and shopping safely, printing, translating, and a few hidden comforts.

CHAPTER 47

Typing, the Keyboard & Talking Instead

Typing on glass takes a little getting used to, but a few tricks make it painless — and if your fingers would rather not, you can simply *talk* and let the phone do the writing.

The on-screen keyboard

Whenever you tap a place to write — a text, an email, a search box — the keyboard rises from the bottom. A few things to know:

- **Capital letters:** tap the up-arrow (Shift) once for one capital, or twice to lock it on for ALL CAPS.
- **Numbers and symbols:** tap the **?123** key to switch to numbers, and back to **ABC** for letters.
- **Fix a mistake:** tap the backspace (left-arrow) key to erase, or tap right where you want to make a change — a little magnifier helps you place the cursor.
- **Suggestions:** as you type, words appear in a row above the keyboard — tap one to drop it in without finishing the spelling.

Talk instead of type

This is a wonderful discovery for many folks. Tap the little **microphone** on the keyboard (or on the Google search bar), then just *speak* — "Dear Susan, thank you for the lovely card, period" — and your words appear as text. You can say "period," "comma," and "new line" for punctuation. For anyone whose hands are slow or sore, this turns writing from a chore into a conversation.

TIP

Make the keyboard bigger and easier to hit

If the keys feel cramped, you can enlarge them. In Settings search for **Keyboard**, open the Samsung Keyboard settings, and look for **Size and transparency** or **High contrast keyboard** — taller keys and bolder letters make typing far more comfortable. A couple of minutes here saves a lot of squinting.

WHAT THIS DOES FOR YOU

Writing made easy, your way

Whether you peck out letters, tap the word suggestions, or simply speak, your phone meets you where you are. There's no 'right' way to write on it — only the way that's comfortable for you. Once writing feels easy, texting family and answering email stop being hurdles and become second nature.

CHAPTER 48

Copy, Paste & Moving Things Between Apps

Copy and paste is one of those little skills that, once learned, you'll use constantly — lifting a phone number, an address, a confirmation code, or a bit of text from one place and dropping it into another, without retyping.

How to copy and paste

1. **Press and hold** on the word or text you want. It highlights, with little handles at each end.
2. Drag the handles to cover exactly what you want (or tap **Select all**).
3. Tap **Copy** from the little menu that appears. The text is now held invisibly on a "clipboard."
4. Go to where you want it — a text, an email, a search box — **press and hold** there, and tap **Paste**. In it drops.

The Share button — the other great connector

Almost everywhere on your phone you'll find a **Share** button (an arrow, or dots joined by lines). It's how you send *this* thing — a photo, a web page, an address — straight to *that* app or person. Tap Share, pick where it's going (Messages, Gmail, a contact), and off it goes. Learning to spot the Share button unlocks a huge amount of what a phone can do.

> **TIP**
>
> **Copy a confirmation code in one move**
>
> When a website or text sends you a verification code, you can press and hold it, tap Copy, then paste it where it's needed — no memorizing six jittery digits. (Remember: codes are for you to enter yourself, never to read aloud to a caller.) It's a small trick that removes a surprising amount of daily fiddling.

CHAPTER 49

WhatsApp & Other Messaging Apps

Beyond regular texting, free **messaging apps** let you chat, call, and video-call over the internet — often how families, especially those spread across the country or the world, keep in touch. The most common is **WhatsApp**, though Facebook Messenger and others work much the same way.

Why families love WhatsApp

- It's **free** to message and call anyone else who has it, anywhere in the world, over Wi-Fi or data — no long-distance charges.
- It's wonderful for **family groups** — one chat where everyone shares photos, news, and plans.
- It does **voice and video calls** too, so it can be your one place for staying close.

Getting started

1. Install **WhatsApp** from the Play Store (Chapter 23).
2. Open it and confirm your phone number — it texts you a code to type in.
3. Add your name and, if you like, a photo. WhatsApp finds which of your contacts already use it.
4. Tap a contact to start a chat, or the camera/phone icons to video or voice call.

SCAM ALERT

The 'Hi Mom, it's my new number' scam

A common trick arrives on WhatsApp and texts alike: a message from an unknown number claiming to be your child or grandchild — "Hi Mom, I dropped my phone, this is my new number" — soon followed by a request for money or a code. **Always verify** by calling the person on their known number before sending anything. Real family won't mind the check; a scammer is counting on you not making it. When unsure, call me first.

WHAT THIS DOES FOR YOU

One warm channel to the whole family

For many folks, a family WhatsApp group becomes the daily heartbeat of staying connected — a grandchild's school photo, a quick 'good morning,' a video call on a birthday. It gathers everyone, near and far, into one friendly place. If you'd like help getting set up and into the family group, that's a lovely thing I'm glad to do with you.

CHAPTER 50

Reading: News, Books & Large Print

Your Galaxy is a library and a newsstand in your pocket — and, better still, one where *you* set the size of the print. If small type has made reading a strain, this chapter may be a quiet joy.

Reading the news and the web, comfortably

In your browser, **pinch two fingers apart** to enlarge any page's text, or use the **Reader** view some pages offer (it strips away clutter and ads for clean, big, readable text). Combined with the bigger system font from Chapter 10, you can make nearly any article easy on the eyes.

Books and audiobooks

- **E-books** — apps like **Google Play Books**, **Kindle**, and your public library's **Libby** app put thousands of books on your phone, with text you can enlarge to your heart's content. Libby lets you borrow library books free with your library card.
- **Audiobooks** — if you'd rather listen, those same apps (and Libby) offer audiobooks: a good story read aloud while you rest your eyes, cook, or take a walk.
- **Have the phone read to you** — Accessibility's read-aloud feature (Chapter 10) can read web pages and messages out loud in a clear voice.

TIP

Your library card may be a treasure chest

Many folks don't realize their local library offers free e-books and audiobooks through the **Libby** app — no late fees, nothing to return by hand. One library card can keep you in reading material for years, all adjustable to large, comfortable print. If you'd like help connecting Libby to your library, it's an afternoon well spent.

WHAT THIS DOES FOR YOU

The end of 'the print's too small'

There's a particular freedom in never again setting a book aside because the type is too small. On your phone, you decide how big the words are — for a novel, the news, the Bible, a recipe. Reading comes back within easy reach, whatever your eyes are up to these days.

CHAPTER 51

Entertainment: YouTube, Music & Podcasts

Your Galaxy is also a television, a radio, and a record collection. Whatever you enjoy — old shows, hymns, big-band music, how-to videos, the news — it's a tap away, often free.

YouTube — the world's 'how-to' and variety channel

YouTube is an endless library of videos: music, old television clips, documentaries, church services, and a how-to video for virtually anything ("how to prune a rose bush," "how to set a Samsung alarm"). Open the app, tap the **search** magnifying glass, type or speak what you want, and tap a result. It's free, with occasional ads.

Music and podcasts

- **Music** — apps like **YouTube Music**, **Spotify**, and others let you play nearly any song or album. Just search for a song, an artist, or a style and press play. Free versions include ads; paid versions remove them.
- **Podcasts** — these are free audio shows on every topic imaginable — history, faith, gardening, true crime, your favorite hobby. Apps like **Spotify** or a podcasts app let you find and play them like radio you control.
- **Just ask** — "Play Johnny Cash" or "Play classical music" to your assistant, and it starts the music for you.

TIP

A Bluetooth speaker makes it a pleasure

The phone's own speaker is fine, but for music or a show, connecting a small **Bluetooth speaker** (or your hearing aids, or earbuds) fills the room with rich sound. Turn the speaker on, open Quick settings, tap **Bluetooth**, and pick it from the list — once paired, it reconnects on its own. I'm happy to help you set one up.

WHAT THIS DOES FOR YOU

Your favorites, on demand

No more waiting for a song to come on the radio or a show to air. The music of your youth, a sermon you missed, a documentary about a place you love — all of it is there whenever you want it. Entertainment on your schedule is one of the simple pleasures your phone quietly offers.

CHAPTER 52

Banking & Bills on Your Phone — Safely

Handling money on your phone — checking a balance, paying a bill, depositing a check by taking its picture — is genuinely convenient and, done right, safe. The key is doing it the secure way, which this chapter lays out plainly.

Use your bank's real app

The safe way to bank on your phone is through your bank's own **app**, installed from the Play Store (Chapter 23). Make sure it's truly your bank's app — check the maker's name and that it has many thousands of reviews — and never reach your bank by tapping a link in a text or email. Once installed, you log in with your own username, password, and often your fingerprint.

What you can do

- **Check balances and recent activity** — spot a wrong or suspicious charge quickly.
- **Pay bills** and transfer between your own accounts.
- **Deposit a check** by photographing the front and back — no trip to the branch.
- **Set alerts** so your bank texts or emails you about large charges, a true early-warning system against fraud.

STAY SAFE

The rules that keep your money safe

Always bank over your **home Wi-Fi or mobile data**, never public coffee-shop Wi-Fi. Keep a real **lock** on your phone (Chapter 40). Log in only through the bank's app or by typing its web address yourself. And remember the iron rule: your bank will **never** call, text, or email asking for your password, PIN, or a code, or tell you to move money to 'keep it safe.' Anyone who does is a thief. When a 'bank' message alarms you, stop and call the bank on the number from your card — or call me.

WHAT THIS DOES FOR YOU

The bank, open at your kitchen table

Checking a balance before you shop, paying a bill the moment you remember it, depositing a check in your pajamas — phone banking hands you real convenience and, with alerts on, a sharper eye on your own money than ever. Set up safely and used sensibly, it's one of the most practical things your phone can do.

CHAPTER 53

Shopping Online Without Worry

From your chair, you can order nearly anything and have it brought to your door — a blessing when getting out is hard, or when a store doesn't stock what you need. A little care keeps the experience safe and pleasant.

Shopping the safe way

- **Stick to stores you know** — Amazon, Walmart, Target, the websites of shops you already trust. Reach them through their own app or by typing their address, not through an ad or a link in an email.
- **Look for the lock** — a little padlock in the address bar means the connection is secure. Be wary of sites without it.
- **Use a credit card** (or your phone's wallet) rather than a debit card or a bank transfer — credit cards offer the strongest protection if something goes wrong.
- **Beware deals too good to be true** — a 'designer' item at a tenth the price, or an ad on social media for a store you've never heard of, is often a trap.

SCAM ALERT

The fake-store and fake-tracking traps

Two common online-shopping scams: a **fake store** (often advertised on social media) that takes your money and sends nothing, or a cheap counterfeit; and a **fake 'delivery problem' text** with a link to 'reschedule' that really steals your details. Buy from names you know, and track packages in the store's own app — not through a link someone sends you. If a shopping deal or delivery message seems off, it's worth a quick call to me before you tap or pay.

WHAT THIS DOES FOR YOU

The store comes to you

Online shopping, done carefully, means heavy bags of groceries at your door, a hard-to-find part arriving in days, and gifts sent straight to the grandkids without a trip to the post office. For many, it's not a luxury but a real help toward staying independent. Learn the few safety habits and the whole marketplace opens up to you.

CHAPTER 54

Scanning Documents & QR Codes

Your phone's camera does more than take pictures — it can **scan** a paper document into a tidy file, and read the little square **QR codes** that show up on menus, flyers, and packaging.

Scanning a document

To turn a paper page into a shareable file, you don't need a scanner — just your camera:

1. In the **Samsung Notes** app, or **Google Drive**, look for a **scan** option (a camera or document icon). Many phones also scan right from the Camera app when you point it at a document.
2. Lay the page on a table with good light, hover the phone over it, and let it capture — it straightens and crops the page for you.
3. Save it (usually as a PDF) and then **Share** it by email or text, just like a photo.

Reading a QR code

A **QR code** is that checkerboard square you see on restaurant tables, event flyers, and product boxes. To read one, simply open your **Camera** and point it at the code — a little link pops up; tap it to open the menu, website, or information. (Quick settings also has a **QR scanner** button on many Galaxy phones.)

STAY SAFE

QR codes can be faked, too

Scammers sometimes stick fake QR codes over real ones — on parking meters or flyers — leading to bad websites. A QR code is just a link in disguise, so treat it with the same caution: be wary if it asks for payment or personal details, and never scan one from an unexpected letter or sticker demanding money. For a menu at a restaurant you trust, though, scan away.

WHAT THIS DOES FOR YOU

Paper into something you can send

Being able to scan a document means a signed form, an insurance paper, or a warranty can be emailed to an office in minutes — no scanner, no fax, no trip. It's one of those quiet modern conveniences that saves a real errand, and your phone has had the ability all along.

CHAPTER 55

Printing From Your Phone

Yes — your Galaxy can print to a home printer, with no computer in between. A boarding pass, a recipe, a photo, a form: send it straight from your phone to the printer in the next room.

Printing, step by step

1. Open whatever you want to print — a photo, an email, a web page, a document.
2. Tap the **menu** (three dots) or the **Share** button, and look for **Print**.
3. At the top, tap where it names a printer and choose **All printers** or your printer's name (it finds printers on your Wi-Fi).
4. Choose how many copies, color or black-and-white, then tap the **print** button.

If your printer doesn't appear, opening the printer maker's app once (HP Smart, Canon PRINT, Epson Smart Panel) switches on the right printing service — and our separate printer manual covers all of this in loving detail.

TIP

Same Wi-Fi is the whole secret

Your phone finds your printer only when both are on the **same home Wi-Fi**. If the printer won't show up, that's almost always why — make sure your phone is on Wi-Fi (not just cellular data) and it's the same network the printer uses. Nine times out of ten, that's the fix.

WHAT THIS DOES FOR YOU

From pocket to paper

No more forwarding things to a computer to print them. The e-ticket, the shipping label, the photo for the fridge, the form for the doctor — tap Print and walk to the other room to collect it. It closes the little gap between your phone and the paper world you still live in.

CHAPTER 56

Translating & Traveling With Your Galaxy

Whether you're visiting family abroad, puzzling over a foreign menu, or chatting with a neighbor who speaks another language, your Galaxy is a patient, pocket-sized interpreter.

Ways to translate

- **Google Translate app** — type or speak a phrase and hear or read it in another language. Its **camera** mode even translates signs and menus as you point at them, right on the screen.
- **Live Translate on calls** — on recent Galaxy phones, a call with someone speaking another language can be translated back and forth as you talk (Chapter 26).
- **Interpreter mode** — face to face, it shows both sides of a conversation on screen in two languages, handy at a clinic, hotel, or shop.

Handy travel habits

- **Download maps for offline use** in Google Maps before a trip, so directions work even without a signal.
- **Save your travel documents** — a photo or scan of your passport, tickets, and reservations in your phone (ideally in Secure Folder, Chapter 43).
- **Mind data charges abroad** — ask your carrier about an international plan before you go, and lean on Wi-Fi, so you don't return to a surprise bill. Our 'Staying Connected While Traveling' manual digs into this.

WHAT THIS DOES FOR YOU

The world feels a little friendlier

A phone that can translate a menu, guide you through an unfamiliar city, and hold your tickets and passport takes much of the worry out of travel — and out of everyday encounters across a language gap. It's a quiet confidence that the world is a bit more navigable with this helper in your pocket.

CHAPTER 57

Blocking Spam Texts & Robocalls

We touched on spam calls in Chapter 17; here's a fuller toolkit for silencing the endless nuisance calls and texts, so your phone buzzes mostly for people you actually want to hear from.

For nuisance calls

- **Turn on spam protection** in the Phone app (menu > Settings > Caller ID and spam) so likely junk is flagged right on screen.
- **Block numbers** individually after they call: open Recents, tap the number, choose **Block**.
- **Silence unknown callers** so anyone not in your contacts goes quietly to voicemail — a powerful filter if the robocalls are relentless.
- **Register** your number on the national Do Not Call list (donotcall.gov) — it won't stop outright scammers, but it reduces legitimate telemarketing.

For spam texts

- **Don't reply** — not even 'STOP' to an obvious scam text; it just confirms your number is live. (Replying 'STOP' to a *legitimate* business you recognize is fine.)
- **Block and report** — open the message, tap the menu, and choose **Block** or **Report spam**.
- **Never tap the links** — delivery 'problems,' unpaid 'tolls,' and account 'alerts' from unknown numbers are scams fishing for a tap.

WHAT THIS DOES FOR YOU

A calmer, quieter phone

You don't have to just endure the junk. A few minutes turning on spam protection, silencing unknown callers, and blocking the worst offenders can cut the nuisance dramatically — so the ring and the buzz go back to meaning someone you care about is reaching out. If the junk has gotten overwhelming, let's tackle it together.

CHAPTER 58

Sharing Your Phone Safely

Sometimes you want to hand your phone to a grandchild to play a game, or show a visitor your photos, without worrying they'll wander into your email or messages. Your Galaxy has gentle ways to share without handing over the keys to everything.

Handing it over for a moment

- **Just open the one thing first.** Before you pass the phone to show a photo, open the Gallery to that photo — they can swipe through pictures without getting into anything else, and the phone re-locks when set down.
- **Pin an app on screen** — Settings > Security and privacy > Other security settings > **Pin windows/app** lets you lock the phone to a single app, so a child can play one game and can't pop out of it without your PIN.
- **Kids Mode / a separate space** — some Galaxy phones offer a child-friendly mode or a separate user space with only the apps you choose.

STAY SAFE

Your lock is what protects your private life

The reason to keep a PIN and fingerprint on your phone (Chapter 40) is exactly this: you can share the phone freely for a moment, knowing that email, banking, and messages stay shut behind your lock the instant the phone is set down. Sharing a photo is lovely; sharing your whole digital life is not — and your lock keeps the two separate.

WHAT THIS DOES FOR YOU

Share the fun, keep the private part private

With a moment's setup, you can let the grandkids play, show a friend your trip photos, or let a helper look up one thing — all without exposing your personal accounts. It's the best of both: generous with your phone, careful with your privacy.

CHAPTER 59

Little Comforts You'll Be Glad to Know

Tucked inside your Galaxy are a handful of small, genuinely useful tools that don't fit anywhere else — the sort of thing that makes you say 'I wish I'd known that sooner.'

Everyday helpers

Tool	What it does for you
Flashlight	A bright, steady torch — tap it in Quick settings. For keyholes, dropped earrings, dim menus, and midnight trips down the hall.
Magnifier	Turn the camera into a magnifying glass for tiny print (Settings > Accessibility > Magnifier, or the Magnifier app). Pinch to zoom; some let you freeze the image to study it.
Calculator	A full calculator app — and it rotates into a scientific one if you turn the phone sideways.
Voice Recorder	Record a doctor's instructions, a recipe dictated by a friend, or a thought before it slips away.
Find My gadgets	Can't find your remote or keys? If you have a Bluetooth tracker tag, your phone can ring it.
Level & compass	Hang a picture straight or find which way is north — small built-in tools worth remembering.

TIP

The magnifier may be the feature you use most

Point the camera at a medicine label, a thermostat dial, or the fine print on a bill, and the **Magnifier** blows it up bright and clear — with a light to boot. For anyone whose eyes aren't what they were, it turns 'I can't read this' into 'there it is.' Add it to your Quick settings so it's always a tap away.

WHAT THIS DOES FOR YOU

A toolbox you already own

You didn't just buy a phone — you bought a flashlight, a magnifier, a calculator, a voice recorder, and a level, all in one. Knowing these little tools are there means that, again and again, the thing you need in the moment is already in your pocket. That's the quiet generosity of a modern phone.

CHAPTER 60

Caring for the Battery Over the Years

A phone battery is a bit like a pair of good walking shoes — it serves you well for years, then gradually wears. A little kindness keeps it going strong, and knowing the signs of a tired battery saves you from blaming the whole phone.

Habits that keep a battery healthy

- **Avoid extreme heat.** Heat is a battery's worst enemy — don't leave the phone on a sunny dashboard or by a stove. Warmth from fast charging is normal, though.
- **You needn't drain it to zero.** Topping up throughout the day is fine; letting it run flat often isn't necessary and isn't gentle.
- **Use Protect Battery** (Settings > Battery) to cap charging and ease long-term wear, especially if you keep the phone plugged in a lot.
- **Overnight charging is fine** — the phone manages it (Chapter 4).

When a battery is simply worn out

After a few years, a battery that once lasted all day may fade by afternoon, or the phone may shut off with charge to spare. That's normal wear, not a broken phone. A battery **replacement** — far cheaper than a new phone — can give a good phone a fresh lease on life. It's worth asking before you assume you need to replace the whole thing.

FROM BILL

Tired battery or tired phone? Ask me

If your Galaxy isn't holding a charge like it used to, don't rush to buy a new one. Often a battery replacement brings it right back for a fraction of the cost. I'm glad to take a look, tell you honestly whether it's the battery or the phone, and point you to the sensible, affordable fix. That's **(330) 200-8042**.

WHAT THIS DOES FOR YOU

Years of good service

Treat the battery kindly and your Galaxy will serve you faithfully for a long time — and when the battery finally tires, a simple replacement often means you keep the phone you know and love rather than starting over. Knowing the difference saves money and spares you the upheaval of a new phone before you truly need one.

CHAPTER 61

Connecting Earbuds, Hearing Aids & Your Car (Bluetooth)

Bluetooth is the way your phone talks wirelessly to nearby gadgets — earbuds, a speaker, a hearing aid, your car's dashboard. The word sounds technical, but the idea is simple: two devices shake hands once, and from then on they connect on their own. Let's make it painless.

Pairing something for the first time

1. Put the gadget (earbuds, speaker, hearing aid) into **pairing mode** — its instructions say how, often by holding a button until a light blinks.
2. On your phone, open **Settings > Connections > Bluetooth** (or hold the Bluetooth button in Quick settings) and make sure it's on.
3. Your phone lists nearby devices. Tap your gadget's name in the list.
4. If it asks for a code, it's usually **0000** or **1234** — or it just connects. A little message confirms you're paired.

After that first handshake, the gadget reconnects automatically whenever it's on and nearby. You only pair once.

Hearing aids and your Galaxy

Many modern hearing aids connect over Bluetooth, so calls, music, and even the phone's sound can play directly into your ears — clear and at your own volume. Galaxy phones work beautifully with a wide range of hearing aids; in Settings > Accessibility > **Hearing enhancements** you'll find extra controls. If you wear hearing aids, connecting them to your phone can be a small revelation — and it's exactly the sort of thing I'm glad to set up with you.

> **TIP**
>
> **If a Bluetooth gadget won't connect**
>
> The usual fixes, in order: make sure the gadget is charged and in pairing mode; turn the phone's Bluetooth off and back on; and if it's paired but silent, tap its name in the Bluetooth list to reconnect. For a stubborn one, 'forget' it in the list and pair fresh. Nine times in ten that does it — and I'm a call away for the tenth.

WHAT THIS DOES FOR YOU

Your sound, in your ears, your way

Bluetooth means phone calls piped straight to your hearing aids, your favorite music filling the kitchen from a little speaker, and audiobooks in your earbuds on a walk — all without a tangle of cords. Once you've paired a gadget or two, you'll wonder how you managed without it.

CHAPTER 62

A Simple Weekly Routine to Keep Your Phone Happy

You don't need to fuss over your Galaxy, but a short, regular routine keeps it fast, safe, and full of charge — and heads off the very problems that send people reaching for the phone in frustration. Here's an easy rhythm; pin it inside the cover.

How often	What to do
Once a week	Restart the phone (it clears slowdowns and loses nothing). Glance at your photos to make sure Google Photos backup is still on.
Now and then	Open Battery and device care and tap **Optimize now**. Clear out apps you no longer use.
Monthly	Check Settings > Software update for any waiting update. Make sure your backups (Chapter 46) are running.
As it happens	Save new people into Contacts, add appointments to the Calendar, and delete photos that didn't come out.
Anytime it acts up	Restart first; check the simple thing (Wi-Fi on? charged? volume up?); then call Bill if needed.

TIP

A standing weekly habit beats any repair

If you take just one habit from this whole book, make it the weekly restart paired with a quick check that your photos are backing up. Those two minutes prevent the great majority of the slowdowns, glitches, and heartbreaks I get called about. A little regular care, and your phone simply stays well.

WHAT THIS DOES FOR YOU

A phone you can count on

A Galaxy given a few minutes of attention a week is a Galaxy that's there for you — quick when you need it, charged when you reach for it, and safe with your memories. No drama, no surprises. That reliability is worth far more than the small effort it takes to keep.

PART 9

Keeping It Running & Getting Help

Simple habits that keep your Galaxy fast and healthy, fixing the few problems that crop up, moving to a new phone painlessly, and knowing when to just call Bill.

CHAPTER 63

Keeping Your Phone Healthy & Fast

A Galaxy looked after with a few easy habits stays quick and dependable for years. None of this is technical, and your phone even has a built-in helper to do most of it for you.

Let Device care do the housekeeping

In **Settings > Battery and device care** (sometimes just "Device care"), you'll find a one-stop helper. Tap **Optimize now** and the phone closes stuck apps, clears bits of clutter, and tidies memory. Doing this now and then keeps things sprightly — think of it as letting the phone straighten up its own room.

Everyday healthy habits

- **Restart weekly.** Turning the phone fully off and on once a week clears cobwebs and heads off slowdowns before they start.
- **Keep it updated.** Allow app and system updates (Chapters 24 and 66) — they fix bugs and patch security holes.
- **Don't crowd the storage.** A phone stuffed full to the brim slows down (Chapter 64).
- **Mind the temperature.** Don't leave the phone baking on a sunny dashboard or out in the freezing cold; heat especially is hard on batteries.
- **Use a case and a screen protector.** A modest case and a stick-on screen protector prevent the cracks and dents that cause real trouble.

TIP

The weekly restart is the cheapest fix there is

If you do just one thing from this chapter, make it the weekly restart. It costs nothing, takes a minute, loses none of your photos or messages, and prevents a surprising share of the little slowdowns and glitches people call me about. Pick a day — Sunday night, say — and make it a habit.

CHAPTER 64

Freeing Up Storage When It's Full

Every phone has a limited amount of **storage** — the space where your photos, apps, and files live. When it fills up, the phone slows down and warns you it's out of room. Clearing space is easy once you know where it goes.

Seeing what's using space

Open **Settings > Battery and device care > Storage**. A chart shows what's eating the room — usually photos and videos first, then apps. Now you know where to trim.

Easy ways to free up room

- **Back up photos, then clear the copies.** With Google Photos backing up (Chapter 30), you can safely remove older photos from the phone itself — they stay in your account. Google Photos even offers a "free up space" button that does this for you.
- **Delete apps you don't use.** Each unused app is wasted space (Chapter 23).
- **Clear downloads and junk.** The Device care helper can clear temporary files and caches with a tap.
- **Empty the Trash.** Deleted photos sit in a Trash/Recycle bin for a while before truly leaving — empty it to reclaim that space.

GOOD TO KNOW

Videos eat far more room than photos

If you're mysteriously always full, long videos are usually the culprit — a single minute of video can take the space of dozens of photos. Backing up and then trimming old videos frees up the most room the fastest. If storage trouble keeps nagging you, it's a quick thing for me to sort out with you.

CHAPTER 65

Common Problems & Quick Fixes

When something goes wrong, don't panic and don't assume the worst. The great majority of phone troubles are small and fixable — often by the same simple steps. Here's your calm checklist.

The fix that solves half of everything

Before anything else: **restart the phone** (hold the Side key and volume-down, tap Restart). It's astonishing how many problems — a frozen app, no sound, won't connect, acting slow — simply vanish after a restart. Try it first, every time.

A quick-reference for common troubles

Problem	What to try first
A frozen or misbehaving app	Close it (swipe it away in the open-apps view) and reopen; if it persists, restart the phone.
The phone feels slow	Restart it; run Device care > Optimize now; free up storage (Chapter 64).
No internet / won't load	Check Wi-Fi is on and connected; toggle Airplane mode off and on; restart the phone, then the router.
Won't charge	Try a different cable and wall plug; gently clean lint out of the charging port; make sure the plug is fully in.
Screen won't respond	Restart (Side key + volume-down). A screen protector lifting at the edge can also cause odd touches.
Can't hear calls well	Turn up the in-call volume with the side buttons; try Speaker; make sure nothing covers the earpiece.
Battery drains fast	Check Battery for a greedy app; turn on Power saving; a very old battery may need replacing.

WHAT THIS DOES FOR YOU

A calm checklist beats a worried guess

Notice the pattern: restart, check the simple things, then look closer. With this orderly approach, most "my phone is broken!" moments turn out to be a two-minute fix you do yourself. And when they don't — that's exactly what I'm here for, no judgment, no fuss.

CHAPTER 66

Software Updates — Worth Doing

Now and then Samsung sends out a **software update** — a new version of One UI or a security patch — to fix problems, close security gaps, and sometimes add features. Keeping up with these is one of the best things you can do for a safe, smooth phone.

Checking for and installing an update

1. Open **Settings** and scroll to **Software update**.
2. Tap **Download and install**. The phone checks; if an update is ready, it tells you.
3. Plug the phone in, connect to Wi-Fi, and let it download. It will ask to restart to finish — this is normal and takes a few minutes, during which the phone is busy. Don't interrupt it.

You can also turn on **Auto download over Wi-Fi** so updates arrive quietly on their own. Updates never delete your photos, contacts, or messages — they only improve the software underneath.

STAY SAFE

Updates are real security — but 'update now!' pop-ups may not be

Genuine updates come from **Settings > Software update**, nowhere else. If a website, a text, or a pop-up suddenly insists you must "update" or "install" something right now, that's a scam dressed up as an update — ignore it and close the page. When in doubt, check for updates yourself the proper way, or call me.

WHAT THIS DOES FOR YOU

Years of improvements, free

Samsung supports recent Galaxy phones with updates for many years, which means your phone keeps getting safer and often gains handy new features long after you bought it — at no cost. Letting those updates in is like having the manufacturer quietly maintain your phone for you. Well worth the few minutes.

CHAPTER 67

Moving to a New Galaxy (Smart Switch)

The day comes for a new phone — and the worry is always the same: "Will I lose everything? Will I have to set it all up from scratch?" The happy answer is no. Samsung's **Smart Switch** copies your old phone's contents to the new one, and it even works from an old iPhone.

What comes across

Smart Switch brings over your contacts, photos and videos, messages, apps, and most of your settings — so your new Galaxy feels like your old one, only better. Between two Galaxy phones it's especially smooth.

The general steps

1. Charge both phones and have them near each other (and connect the new one to Wi-Fi).
2. On the new phone, the setup wizard offers to **bring your data from an old device** — choose that. (Or open the **Smart Switch** app on both.)
3. Follow the prompts to connect the two (by cable or wirelessly) and choose what to copy — or just copy everything.
4. Let it run; it can take a while for a lot of photos. When it's done, sign in to your Google and Samsung accounts and you're home.

TIP

Don't trade in or wipe the old phone until you're sure

Keep your old phone, still set up, for a week or two after switching — until you're certain everything made it across and the new phone is working happily. Only then wipe the old one (Settings > General management > Reset > Factory data reset) before selling, trading, or recycling it. That little patience has saved many a photo and contact.

WHAT THIS DOES FOR YOU

A new phone without the dread

Upgrading used to mean a frustrating evening of re-entering everything. Now it's mostly a cup of coffee while the phones talk to each other. If a new Galaxy is in your future and the move feels daunting, this is one of my favorite things to help with — I'll make sure every contact, photo, and app lands safely on the new phone, and that you're comfortable with anything that looks a little different.

CHAPTER 68

Questions People Ask Me All the Time

Over the years, the same handful of Galaxy questions come up again and again. Here are my plain answers to the ones I hear most — chances are good that whatever's on your mind is here.

Is it bad to leave my phone charging overnight?

No. Today's Galaxy phones are smart about charging and ease off when full. Charge on the nightstand and sleep easy; for extra battery life over the years, you can turn on the "protect battery" setting under Battery.

My phone is slow. Do I need a new one?

Usually not. Restart it, run Device care > Optimize now, and free up storage (Chapter 64). Those three steps cure most slowness. If it's still sluggish after that and the phone is several years old, then it may be time — but check the easy fixes first, and call me before you spend money.

Why do I keep running out of storage?

Photos and especially videos fill a phone fast. Turn on Google Photos backup, then use its "free up space" button to safely remove the copies from the phone (they stay in your account). That's the quickest fix (Chapters 30 and 64).

Someone called saying my phone has a virus. Is that real?

No — that is always a scam. No company monitors your personal phone and calls you about a virus. Hang up, don't call back, don't install anything they mention, and never give anyone remote access. If it rattled you, call me and we'll make sure your phone is fine (Chapter 41).

What's the difference between Wi-Fi and mobile data again?

Wi-Fi is wireless internet from your home (or a cafe); it's fast and doesn't count against your phone plan. Mobile data comes from your cell carrier for when you're out with no Wi-Fi, and it's limited by your plan. Use Wi-Fi at home for the heavy lifting (Chapter 21).

Will I lose my photos if my phone breaks?

Not if they're backed up. With Google Photos backup turned on, your pictures live safely in your Google account and come back on any new phone you sign in to. If you haven't turned backup on, please do it today — it's that important (Chapter 30).

Do I have to use all these features?

Not at all. Use the handful that help you — calls, texts, photos, video chats, maps — and ignore the rest until you're curious. Your phone serves you, not the other way around. There's no test, and no feature you're obligated to learn.

FROM BILL

Still have a question? Just ask

If your question isn't here, that's exactly what I'm for. There's no such thing as a silly question about your phone, and I've heard — and answered — just about all of them in 30+ years. Call or text me at **(330) 200-8042** and we'll sort it out together.

CHAPTER 69

When to Call Bill

This book is meant to make you confident and independent with your Galaxy, and most days it will. But you should never feel you have to wrestle alone with something frustrating. Calling for help is a smart move, not a failure — here's when it makes good sense.

Good reasons to call

- Setting up a brand-new phone, or moving everything over from an old one, and wanting it done right without the stress.
- Anything to do with your Google or Samsung account — a forgotten password, getting locked out, or turning on Find My Mobile and backups so you're protected.
- A problem the quick fixes in Chapter 65 don't solve — won't connect, won't charge, a screen or button acting up.
- Getting comfortable with the features that matter most to you: video-calling the grandkids, texting with photos, using the camera, reading email safely.
- Making the phone easier to see, hear, and handle — tuning the accessibility settings to fit you.
- **Any time a call, text, email, or pop-up about money, accounts, or your phone makes you uneasy** — please call me before you act (see below).

SCAM ALERT

When in doubt about a scam, call me first — always

I'll say it once more because it matters most: if anything pressures you about money, accounts, codes, gift cards, or remote access, **stop and call me** at **(330) 200-8042** before you do a single thing. I will never make you feel foolish for checking. A two-minute call has saved folks around here real money and real heartache. The crooks count on you being too embarrassed to ask — so ask.

How to reach me

I'm Bill, and I help folks right here in **Portage County, Ohio** feel at home with their technology. Call or text **(330) 200-8042**, or book a visit online at **billshometech.com/book**. If you call the main line and reach my assistant **Sophie**, she can answer simple questions and get you on my schedule — she's there to help. With 30+ years of professional experience, there's very little about a Galaxy phone I haven't seen, and no question too small to ask. We'll always take it at your pace, in plain English, with no eye-rolling and no

rushing.

— Bill

CHAPTER 70

Your Everyday Galaxy Cheat-Sheet

Tear this page out, or fold the corner, and keep it handy. It's the whole book boiled down to the things you reach for most.

The moves that run everything

To do this…	Do this
Go Home	Swipe up from the bottom edge (or tap the Home button).
Go Back	Swipe in from the left/right edge (or tap the Back arrow).
See open apps	Swipe up and hold (or tap the three-lines/square button).
Wake / sleep screen	Press the Side key once.
Turn phone off / restart	Hold Side key + volume-down, then tap Power off or Restart.
Quick settings	Swipe down from the top (twice for the full panel).
Take a screenshot	Press Side key + volume-down together.
Open the camera fast	Press the Side key twice.

When something goes wrong

1. **Restart** the phone — fixes most things, loses nothing.
2. Check the **simple thing** — is Wi-Fi on? Is it charged? Is the volume up?
3. Run **Device care > Optimize now** if it's slow.
4. Still stuck? **Call Bill** — (330) 200-8042.

Stay safe — the rules that never change

- No real company ever asks for your password, PIN, or a code. Anyone who does is a scammer.
- Never pay with gift cards, and never give remote access, because someone phoned or messaged you.
- Don't tap links in texts or emails you weren't expecting.
- When in doubt, hang up and call Bill at (330) 200-8042.

Write these down and keep them here

Keep handy	Fill in
My phone model & One UI version	_____
My Google account (email)	_____
My Samsung account (email)	_____
My phone's PIN (kept safe at home)	_____
Bill's Home Tech	(330) 200-8042 · billshometech.com/book

FROM BILL

You've got this

A Galaxy phone is only overwhelming until someone slows down and shows you — and now someone has. Keep this book nearby, use the handful of features that help you, and remember I'm one phone call away for the rest. You can't break it, and you're not alone. — Bill, (330) 200-8042