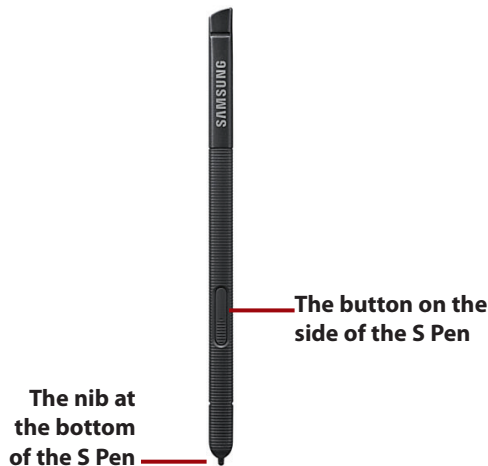


Setting Up and Extracting the S Pen

If you own the Galaxy Tab A 9.7 with the S Pen, the Settings screen includes options for setting up your S Pen to work with the Tab A.

After you set up your S Pen, you can use the S Pen instead of your finger to manipulate objects on the screen and handwrite text on the screen within apps that support stylus input, such as the S Note app that's preinstalled on the Tab A.

You can hold the S Pen as you would a pen or pencil with the white part of the S Pen, called the nib, pointing down. A button also appears on the side of the pen so you can perform certain functions, which are explained later.



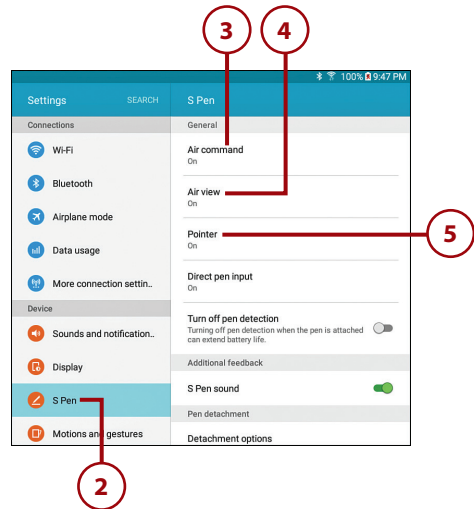
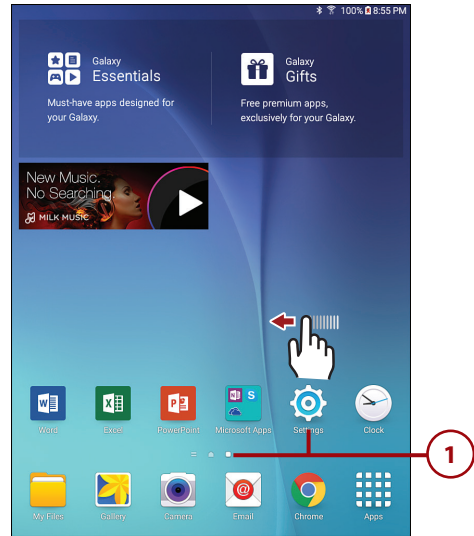
Can I Still Use My Finger When I'm Not Using the S Pen?

If you decide that you don't want to use the S Pen anymore, just put the stylus back in the built-in S Pen holder (as explained later in the "Store the S Pen" section). Then you can use your finger as you normally would, though you won't be able to take advantage of S Pen features. For example, you won't be able to handwrite text in the S Note app with your finger.

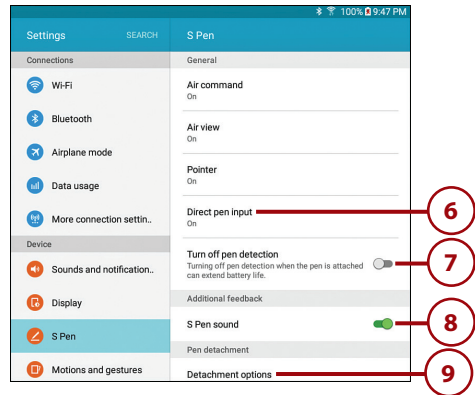
Set Up the S Pen

Before you use the S Pen, you should review the S Pen settings within the Settings app and change any settings as you see fit.

1. On the Home screen, swipe from right to left to view the second Home screen and then tap Settings.
2. Tap S Pen.
3. By default, the Air Command feature is on so you can access a menu of apps optimized for the S Pen, including Action Memo, Smart Select, Image Clip, and Screen Write. You find out how to access these features in the "Select an Air Command Option" section. Tap Air Command to turn the feature off.
4. The Air View feature is on by default so you can hover the S Pen over a feature on the screen to get more information. For example, in the Email app, you can move the S Pen over a message in the list to view a pop-up window that contains most of the message text. Turn this feature off by tapping Air View.
5. When you move the mouse pointer on the screen or hover the S Pen close enough to the screen, a pointer appears on the screen so you can see what the S Pen is pointing at. Turn the pointer off by tapping Pointer.



6. By default, Direct Pen Input is on so you can switch between the keyboard and S Pen when you fill out form fields on the Tab A. Turn this feature off by tapping Direct Pen Input.
7. If you don't plan to use the S Pen, you can turn off pen detection by sliding the Turn Off Pen Detection slider button from left to right. The slider and slider button turn green to indicate that S Pen detection is off. Turning off pen detection can help you conserve battery power.
8. When you detach the S Pen from its holder, the Tab A makes a sound that lets you know the device is aware the S Pen is in use. If you don't want the Tab A to make a sound, slide the S Pen sound slider button from right to left. The slider and slider button turn gray to indicate the sound is off.
9. Tap Detachment Options to open a pop-up menu and determine what happens when you detach the S Pen from its holder. By default, the Tab A opens the Air Command menu. You can also have the Tab A open the Action Memo app or take no action when the pen is detached.



What Do You Mean by Hover?

To hover means to hold the nib of the S Pen one-half inch or less above the screen without touching it.

Extract the S Pen

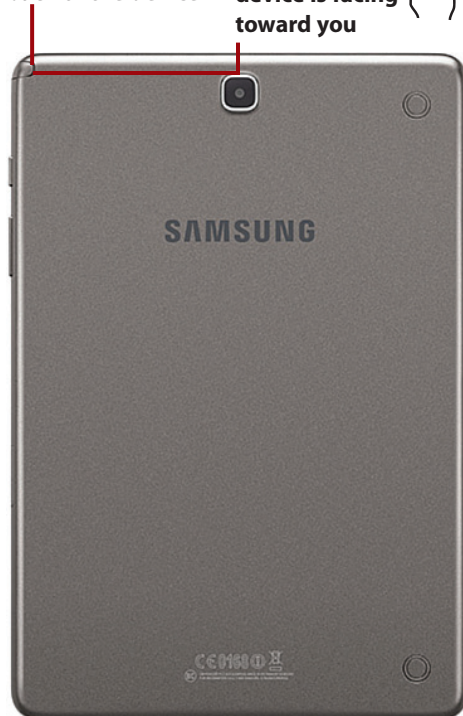
Remove the S Pen from its holder by placing your fingernail between the edge of the S Pen and the back of the device. Next, slide your finger in one of three ways:

- If the screen is facing toward you, slide your finger to the right.
- If the right side of the unit is facing toward you, slide your finger toward you.
- If the back of the unit is facing toward you, slide your finger to the left.

Continue sliding your finger until the pen has been removed from the holder. The Tab A makes a sound that tells you the pen has been removed.

Space between the edge of the S Pen and the back of the device

Slide your finger to the left when the back of the device is facing toward you



Store the S Pen

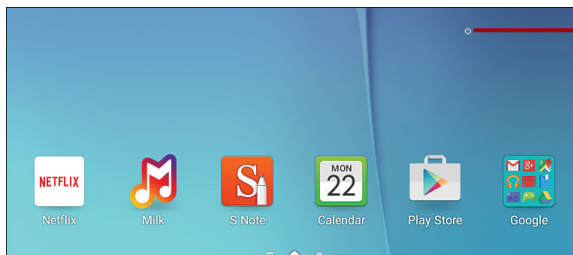
It's important to store the S Pen in its holder when you're not using it so the S Pen doesn't get lost, damaged, or dirty. With the Tab A screen facing toward you, here's how to return the S Pen to its holder:

1. Hold the S Pen in your hand so the Samsung logo is facing toward you.
2. Place the bottom (nib) end of the S Pen in the holder opening in the top-right corner of the device.
3. Slide the pen to the left until the top of the S Pen is flush against the side of the device.

After the S Pen returns to its holder, you hear a sound from the device if the Tab A is on. This means the Tab A recognizes the S Pen is now in its holder. If the Air Command menu is on the screen, the menu closes and you can resume interacting with your Tab A using your finger.

Using the S Pen

When you hover your S Pen over the screen, you'll see the cursor that appears as a small circle on the screen. The cursor disappears when you stop hovering the pen on the screen or when you place the nib of the S Pen on the screen.



**The S Pen
cursor on the
Home screen**

You can use the S Pen as you would your finger to manipulate screen objects and Home screens. For example, you can tap and hold on a blank area within the main Home screen and then swipe the S Pen to the left to view the second Home screen. You can also tap the nib on an app icon to open the app.

It's Not All Good

How Hard Should I Press on the Screen with the S Pen?

To avoid possible damage to your screen, don't press down or tap hard on your screen with the S Pen. Just make contact with the screen; that gentle contact is as much pressure as you should apply with the S Pen as you use it to tap, swipe, hold, and drag on the screen.

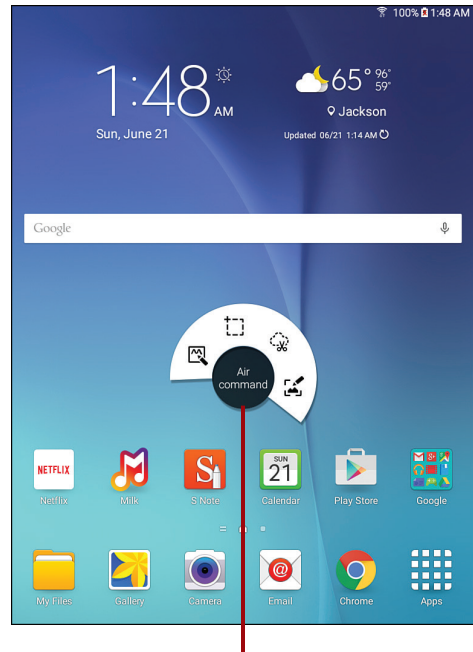
What's more, even though the nib on your S Pen is hard plastic, it isn't indestructible. Over time, the nib will wear down and the Tab A will start to have difficulty reacting to the touch of the nib. You can purchase a replacement nib from Samsung at www.samsung.com. After you receive your new nib, you can extract the old one from the S Pen with tweezers and then insert the new nib into the stylus.

Select an Air Command Option

After you remove the S Pen from the holder, the Air Command menu appears in the center of the screen so you can use one of four preinstalled apps that take advantage of the S Pen. When you hover the S Pen over an app icon in the menu, the icon background turns blue and the black button in the center of the menu displays the name of the app.

Tap one of the following four icons (listed from left to right):

- **Action Memo** enables you to write a memo on the screen with your own handwriting using the S Pen. Read more about the Action Memo app later.



The Air Command menu appears in the center of the screen

- Smart Select enables you to select objects on the screen using the S Pen and then save, copy, and/or share those objects.
- Image Clip enables you to select a portion of your screen with the S Pen, save that screen clip as an image, and then save, copy, and/or share the image.
- Screen Write enables you to capture a screenshot, edit the screenshot, and write a memo on the screenshots with the S Pen. After you edit and/or write a memo on the screenshot, you can save, copy, and/or share the screenshot.

You can close the Air Command menu by tapping outside the Air Command menu with the S Pen or your finger.

>>> *Go Further*

TURN THE AIR COMMAND MENU BACK ON

If you want to open the Air Command menu again, there are two ways to do so. One way is to put the S Pen back in its holder and then take the S Pen out again. An easier way is to hover the S Pen over the screen and then press the button on the S Pen.

Use the Action Memo App

The Action Memo app gives you the ability to write memos in your own handwriting instead of hunting and pecking on the Tab A keyboard. After you finish writing your memo, the app saves your memo as an image file and you can share this memo with others.

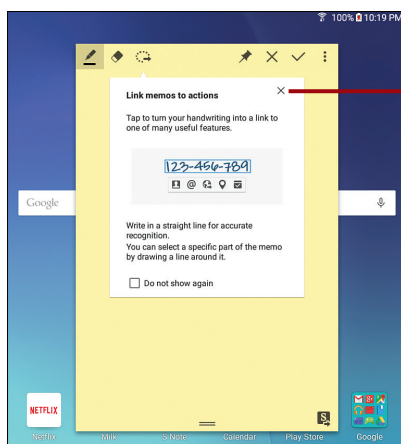
1. Open the Air Command menu if necessary and then tap the Action Memo app.
2. Close the Link Memos to Actions pop-up window by tapping the Close icon in the upper-right corner of the window.

Can I Write Text However I Want in the Action Memo Window?

You can write anywhere and any way you want within the yellow Action Memo app window. However, if you want to share information you write in the Action Memo app with others, you need to write your text parallel to the top and bottom edges of the window. The example here shows you how to write text in the window and share it with others.



1



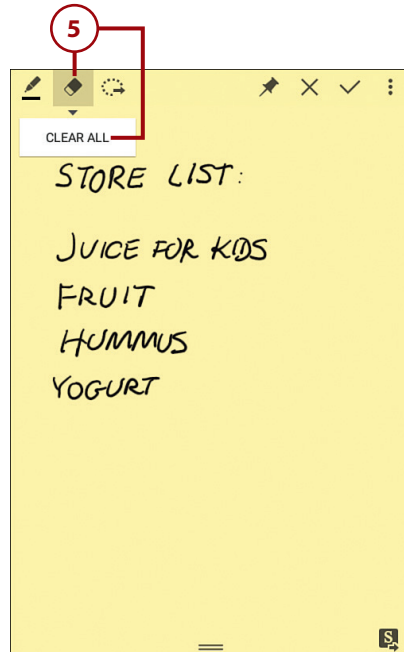
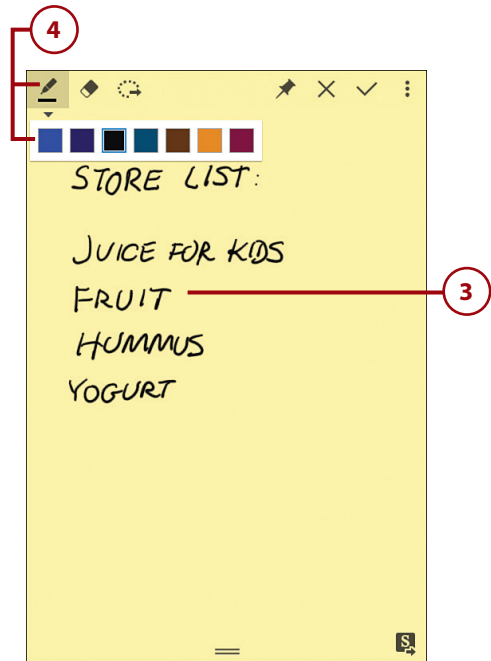
2

3. Write within the yellow Action Memo window as you would on any piece of paper.
4. Change the default black pen color by tapping the Pen Color icon and then tapping one of the colors in the pop-up window.

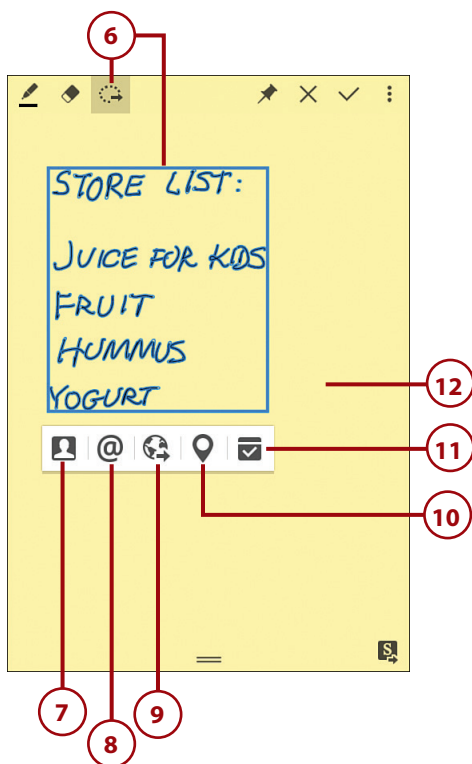
How Do I Stop Seeing the Link Memos to Actions Window Every Time?

If you don't want to see the Link Memos to Actions window every time you launch the Action Memo app, tap the Do Not Show Again check box and then tap the Close icon.

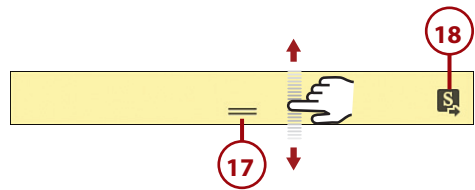
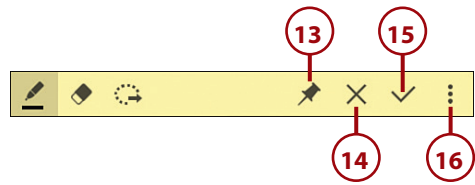
5. Erase all your notes and start over by tapping the Erase icon and then tapping Clear All in the pop-up menu.



6. Tap the Link to Action app to open the sharing menu pop-up window underneath the selected text; the selected text you wrote is bounded by a blue box.
7. Tap to select one or more contacts with whom you want to share your memo.
8. Tap to share your memo with someone in an email message using the Email app.
9. Tap to search for the text in the memo on the Web using the Internet app.
10. Tap to search for a location you wrote in the memo within the Maps app.
11. Tap to add each word you wrote in the memo as a separate task in the Calendar app.
12. Deselect the text and close the pop-up menu by tapping in the window outside the selection box.

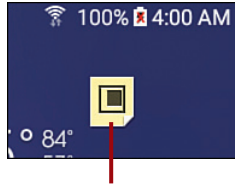


13. Tap and hold the Pin to Home Screen icon for a couple of seconds to save the note to the Home screen as a widget.
14. Tap the Discard icon to discard your memo entirely and close the app window.
15. Tap the Save icon to save your memo and close the app window.
16. Tap the More Options icon to view more options, including minimizing the memo to an icon on the screen, changing the window background color, creating a new action memo, or viewing the action memo list within the S Note app.
17. At the bottom of the window, you can change the size of the window by tapping and holding on the Resize icon with the S Pen or your finger and then swiping upward to shrink the window or downward to lengthen the window. Release the S Pen or finger to finish resizing the window.
18. Tap the S Note icon to open the memo in the S Note app.



Reopen a Minimized Note

When you minimize a note in the Action Memo app as described earlier, the Action Memo icon appears in the upper-right corner of the screen and remains there no matter if you're in a Home screen or in an app screen. Any features on the screen appear behind the memo.



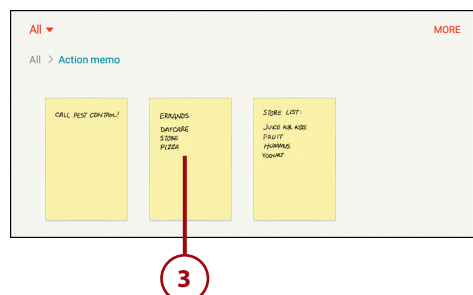
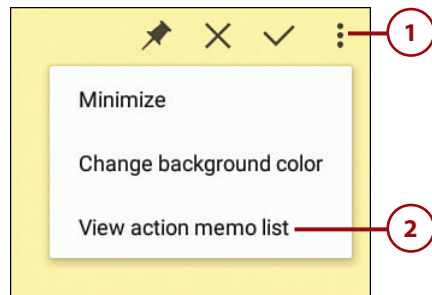
The Action Memo icon in the upper-right corner of the screen

Tap the Action Memo icon to view the memo in the Action Memo app window.

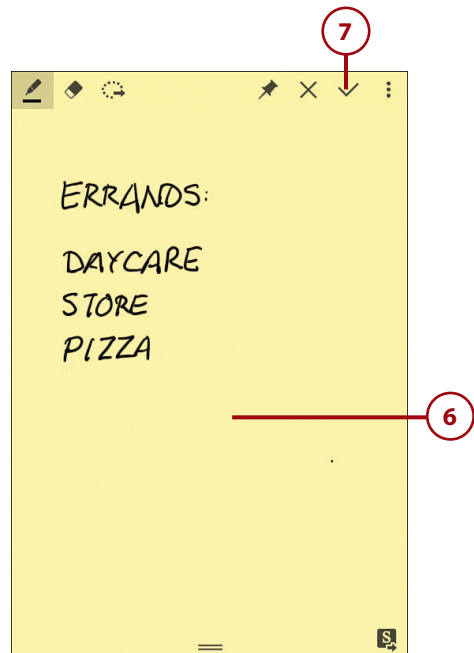
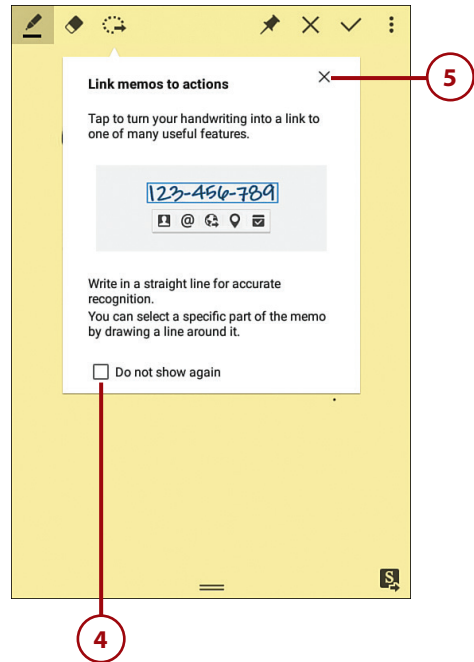
View a Saved Note

After you save a note in the Action Memo app as described earlier, the Action Memo app window closes. To view all saved memos, you need to reopen the Action Memo app window again as described earlier. Then you can view all saved memos within the S Note app.

1. Tap the More Options icon.
2. Tap View Action Memo List in the menu.
3. Tap the memo thumbnail image within the Action Memo list.



4. If you see the Link Memos to Actions pop-up window, you can close the window and not view it again by tapping the Do Not Show Again check box.
5. Close the window by tapping the Close icon.
6. You can view the memo and add more information to it by writing within the memo app with the S Pen.
7. Save your changes and close the Action Memo window by tapping the Save icon.



8. The memo you edited and saved appears at the top left of the list of memo thumbnail images.
9. Tap the Recent Apps touch button.
10. Close the S Note app and return to the Home screen by tapping Close All.

