



ANDROID TABLET ESSENTIALS

A PLAIN-ENGLISH GUIDE TO SAMSUNG GALAXY TABS & ANDROID TABLETS

Understand your tablet without the confusion. Master core navigation, Quick Settings, app management, multitasking, and essential safety to keep your device fast, secure, and trouble-free.

Android & Galaxy Tab



RGE TAKEAWAY: An Android tablet is a large-screen Android phone without phone calls. Learn the Home screen, Quick Settings, and the Back/Home/Recent controls, and the rest becomes familiar fast.



SAMSUNG & BRAND NOTE: Samsung Galaxy Tabs use Samsung's custom "One UI" interface. The same core principles apply across Google Pixel Tablets, Lenovo, Motorola, and Amazon Fire tablets.



1. EVERYONE USES THESE (ESSENTIALS • Everyday Navigation)



Back Button / Gesture

Returns to the previous screen, page, or closes the on-screen keyboard.



Home Button

Instantly returns to your primary Home screen from inside any active app.



Recent Apps (Multitask)

Displays all open apps so you can quickly switch between them or swipe to close.



Swipe Down Once

Pulls down notifications to view recent emails, alerts, and calendar reminders.



Swipe Down Again

Expands Quick Settings: Screen Brightness, Wi-Fi, Bluetooth, Sound, and Auto-Rotate.



Press & Hold Shortcut

Long-press any Quick Setting button (like Wi-Fi) to open its complete settings page.



RGE TIP: Change between traditional 3 buttons and swipe gestures in *Settings > Display > Navigation bar*.



2. USEFUL SKILLS (GOOD TO KNOW • Do More)



Find Apps (App Drawer)

Swipe UP anywhere on the Home screen to view your complete list of apps.



Install from Google Play

Use the official Google Play Store (Galaxy Store is optional on Samsung).



Organize & Group Folders

Press and hold any app icon, then drag to Home or drop over another app.



Remove vs. Uninstall

"Uninstall" completely deletes the app; "Remove from Home" only deletes shortcut.



Split Screen Multitasking

Open Recent apps, tap the app icon at the top > choose *Open in split screen view*.



Landscape & Auto Rotate

Turn tablet sideways for wide-screen viewing; verify Auto rotate is ON.



RGE TIP: Samsung DeX mode converts supported Galaxy Tabs into a desktop PC with floating windows!



3. ADVANCED TOPICS (USE WITH CAUTION • Control & Care)



System Software Updates

Check *Settings > Software update > Download and install* monthly.



Update Installed Apps

Open Play Store > profile icon > *Manage apps & device > Update all*.



Storage & Memory Housekeeping

Free space in *Settings > Battery and device care > Storage*.



Screen Lock & Accounts

Use PIN or Fingerprint. Record Google & Samsung passwords safely.



Cloud Backup (Google & Photos)

Verify backup status:

- *Settings > Google > Backup*
- Photos back up in Google Photos



RGE TIP: Never call numbers or tap pop-ups claiming your tablet is infected. They are fake scams!

HOW TO GET STARTED & NAVIGATE



1. Unlock Screen
Enter PIN or Fingerprint



2. Quick Toggles
Swipe down for Wi-Fi & Sound



3. Open Apps
Swipe up to see all apps



4. Multitask
Split screen view for 2 apps



5. Protected!
Auto backup & secure

WHEN SOMETHING GOES SIDeways



Frozen App: Open *Recent Apps*, swipe the app up/away to force close, then reopen.



No Internet: Toggle Wi-Fi OFF and ON in Quick Settings; restart tablet and Wi-Fi router.



Hard to Read? Increase size at *Settings > Display > Font size and style*.



Still Stuck? Restart first. *Avoid Factory Reset* unless passwords and backups are verified.



RGE GOLDEN RULE:

If it's important to keep, it's important to protect in more than one place.

RGE

RED GLEN ELECTRONICS

"A Boomer Helping Fellow Boomers"

RGE PHILOSOPHY:

Teacher first. Technician second. People always.

