

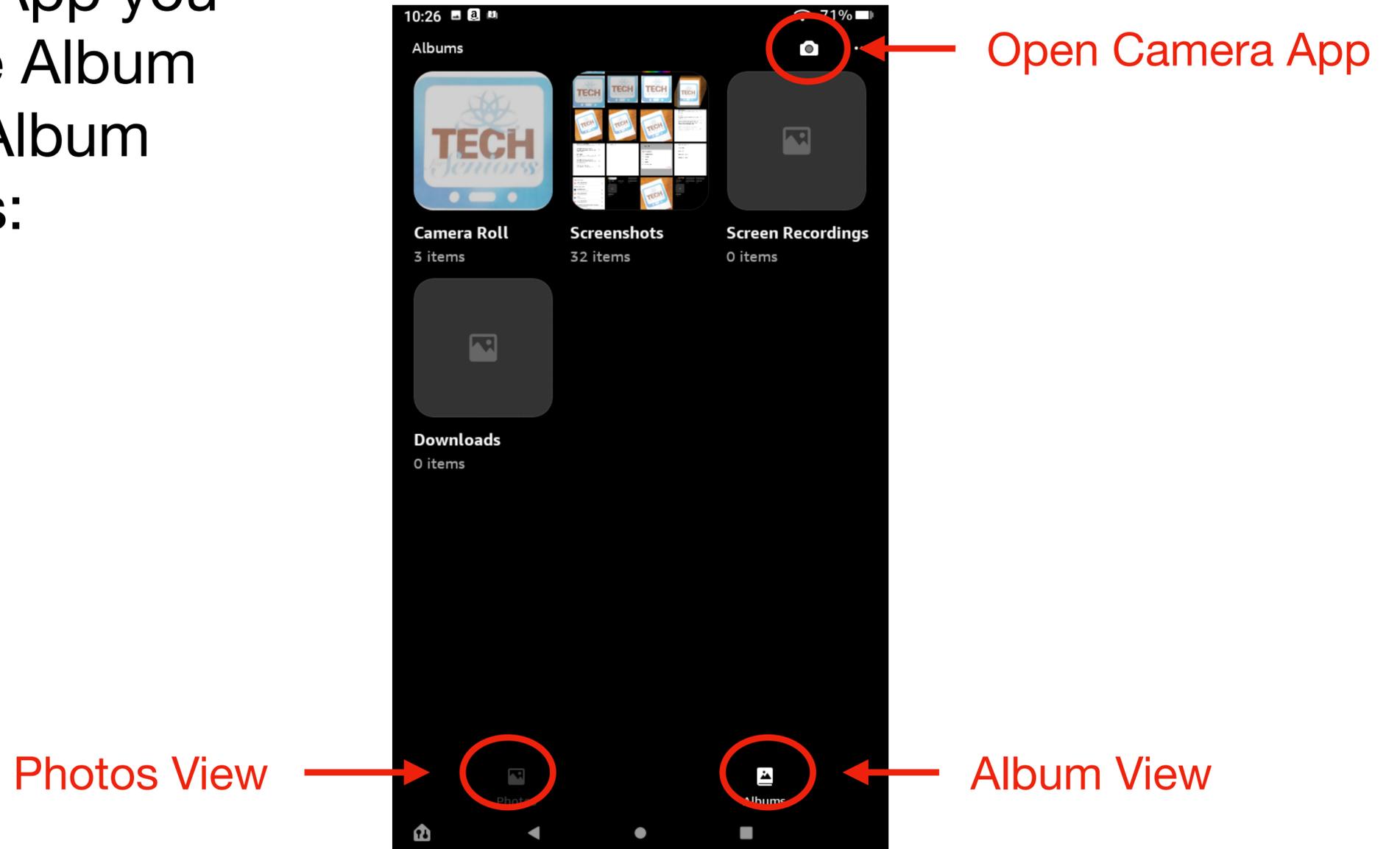
The Gallery App works along with the the camera and other apps to provide easy, graphical access to photos, screenshots, videos and downloads.

There is also a rudimentary editor which allows you to modify or share the picture, video or screenshots. It is an easy to delete pictures, videos, screenshots and downloads to keep your tablet free from clutter and running efficiently.

The Gallery App

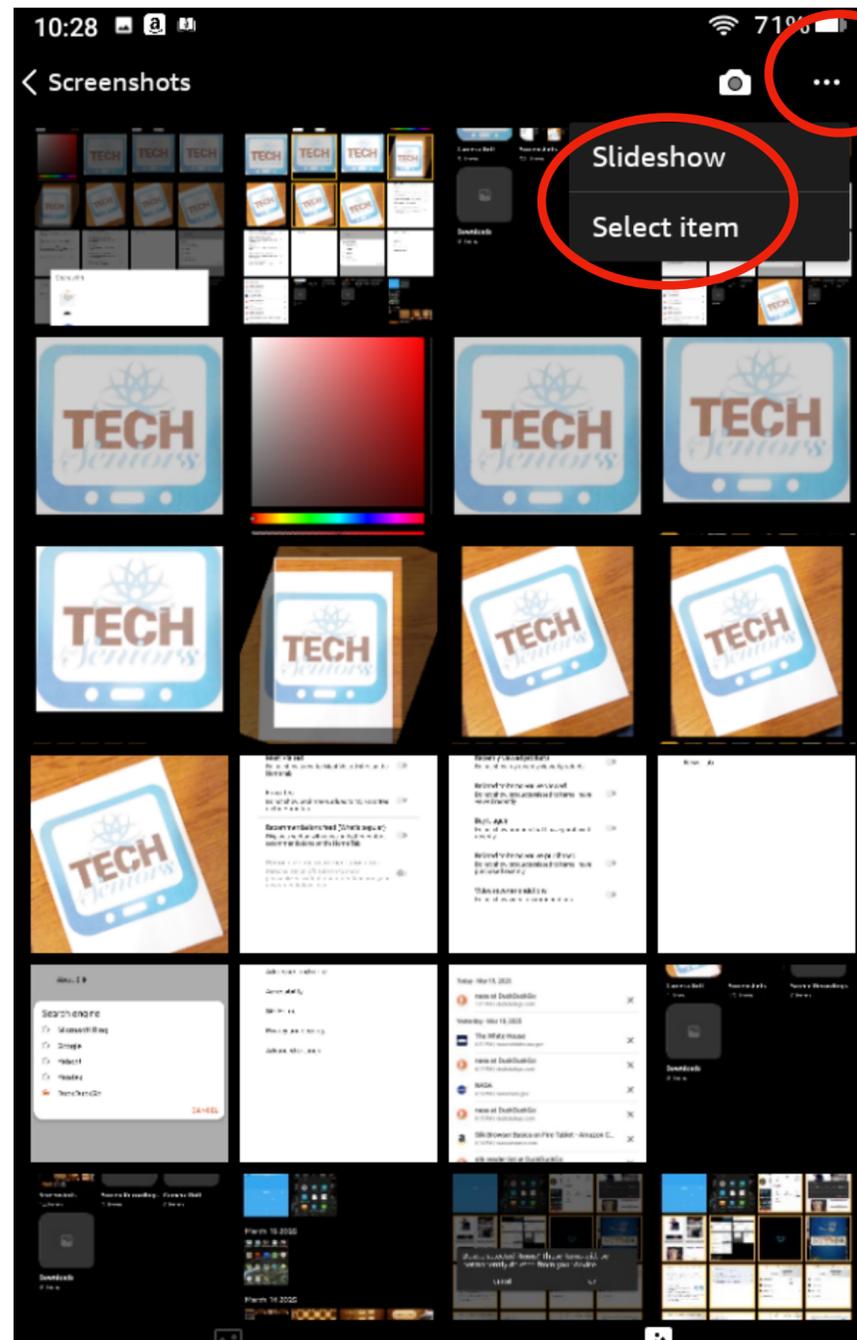
When you open the Gallery App you can choose the Photos or the Album view. This slide shows the Album view and there are 4 Albums:

- Camera Roll
- Screenshots
- Screen Recordings
- Downloads



Working with Photos and Videos

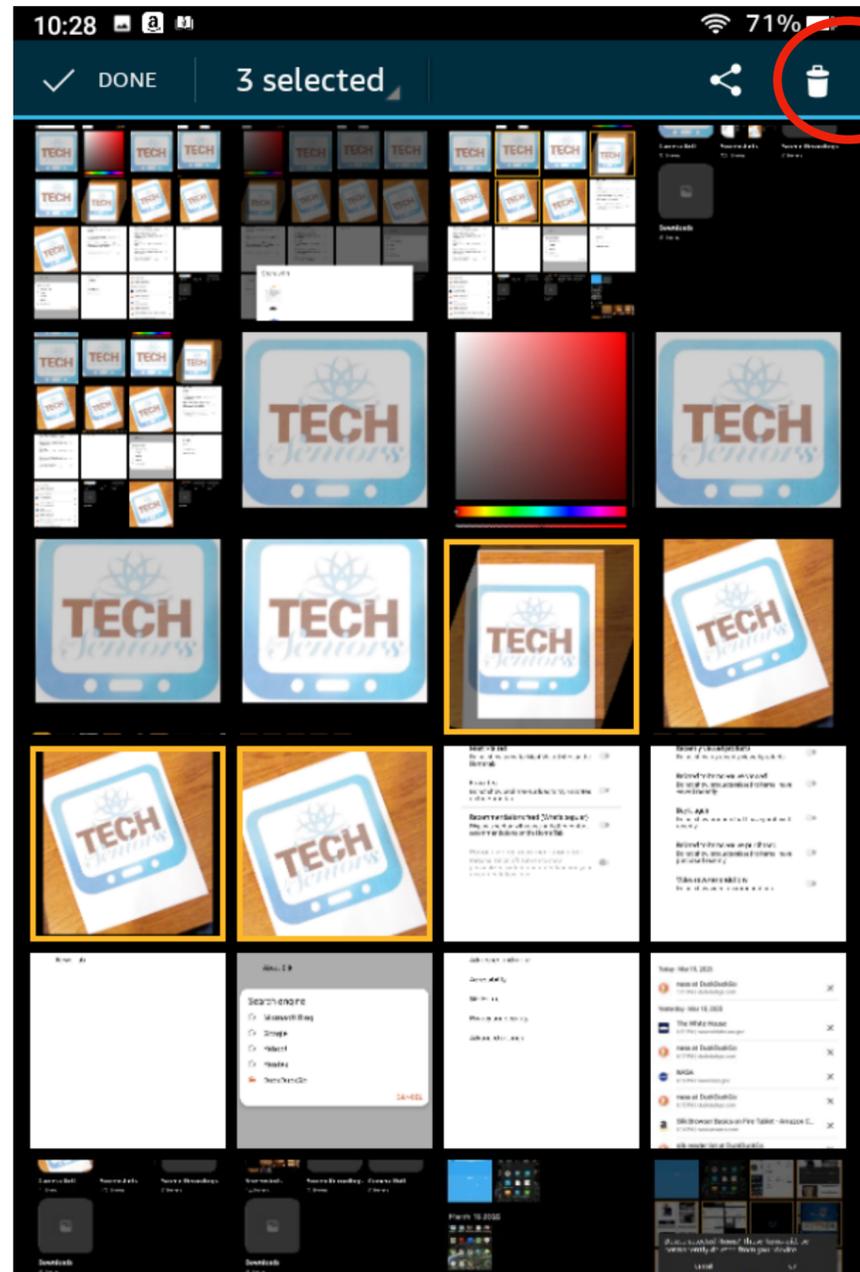
Here we have selected the Screenshot View but everything we do here applies to the other views as well.



We select the 3 dots (option icon) and the dropdown list asks us to choose **Slideshow**, which presents a slide show of the screenshots or **Select**, which allows us to select individual items.

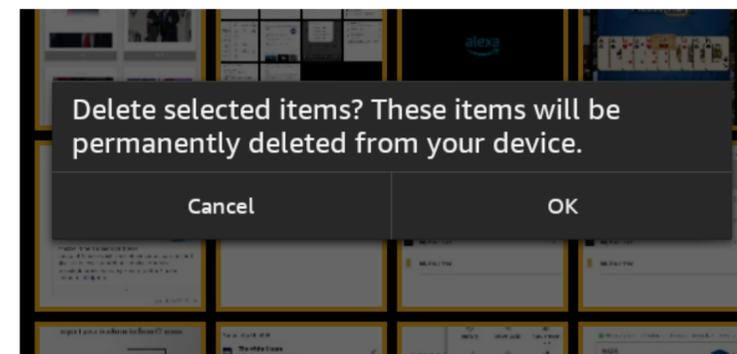


Working with Photos and Videos



Delete Icon

We have selected 3 items, shown in the diagram with gold highlights around them. When we select the Delete icon, we will get a message asking us to confirm that these items should be deleted.



Once we confirm the operation (“OK”), these items will be permanently deleted.



Working with Photos and Videos

The Delete icon is available for any of the Albums so you can use this process to delete any photos, screenshots, Screen Recordings or Downloads. This is a very useful feature since it allows you to experiment with taking lots photos using different options and angles and then easily deleting those you don't like to save space on your tablet. Having lots of unnecessary items can have a negative impact on your tablet's performance.

Note that the Slideshow feature is only available for screenshots.



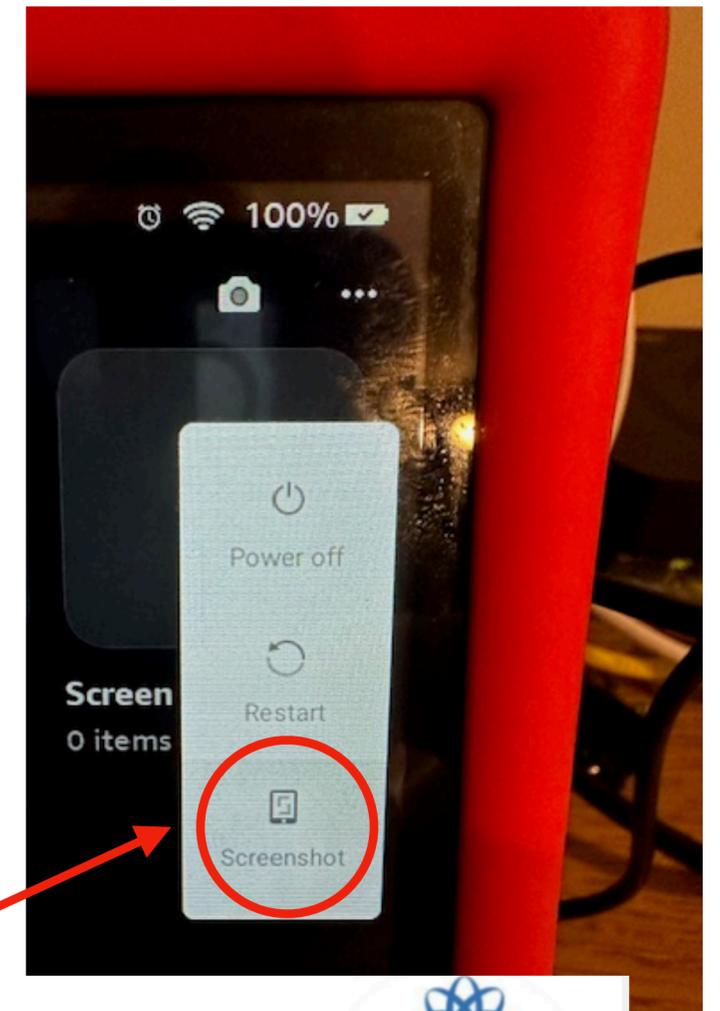
Taking a Screenshot

So that begs the questions: What is a screenshot? And how to I take one?

Simple, Hold down the power button for about 3 seconds and the pop up in the picture to the right is displayed. If you don't hold the power button down long enough, it just puts the tablet to sleep and you will need to press the power button again to turn the tablet back on.

Once you see the pop up, select the Screenshot icon and you will see a message that the screenshot is being saved.

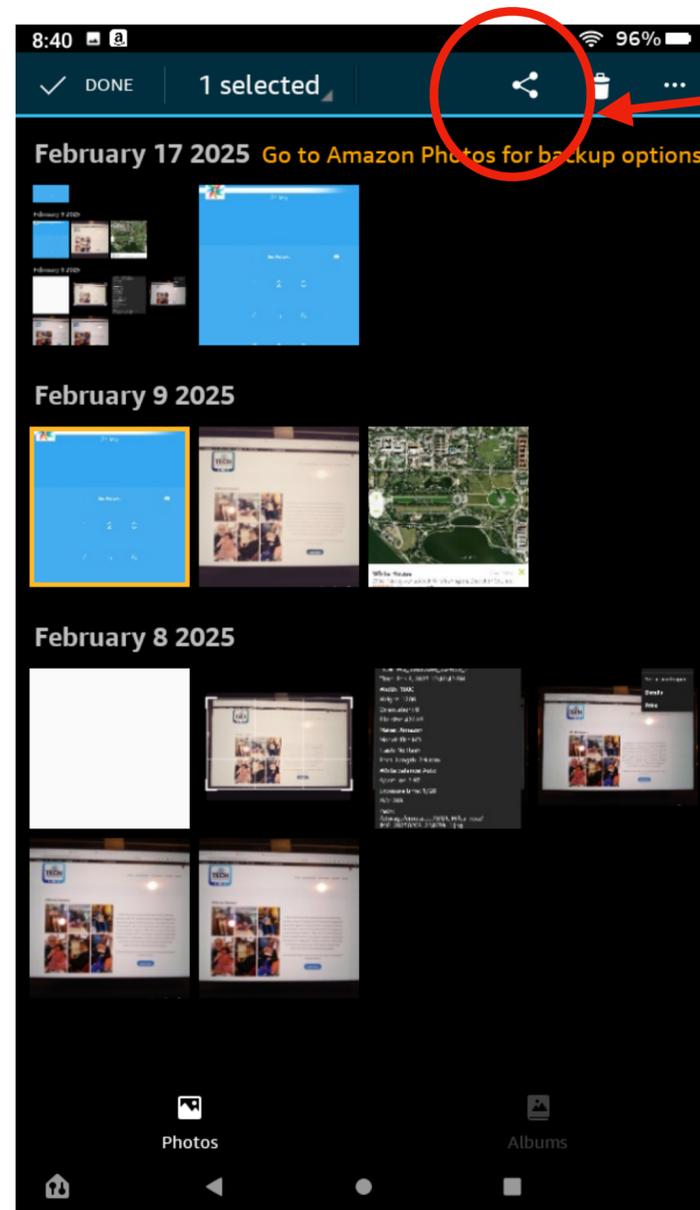
That's it - very simple.



Screenshot Icon

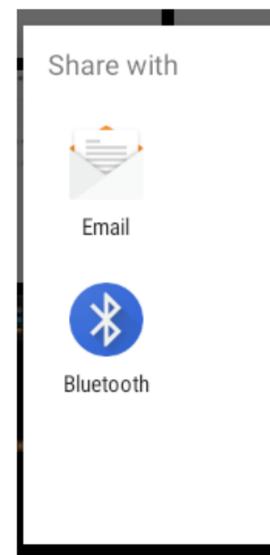


Sharing Items from Gallery



Share Icon

You might also want to share an item with someone or move it somewhere else. You can do that with the “share icon. When you select that icon you are presented with 2 options, email and bluetooth, shown below.



If you choose email, the items will be copied to the body of an email and you can enter the email address to send it to and a Subject and then send it off.

Never Stop Learning!

