

Supernote

User's Manual V 3.4

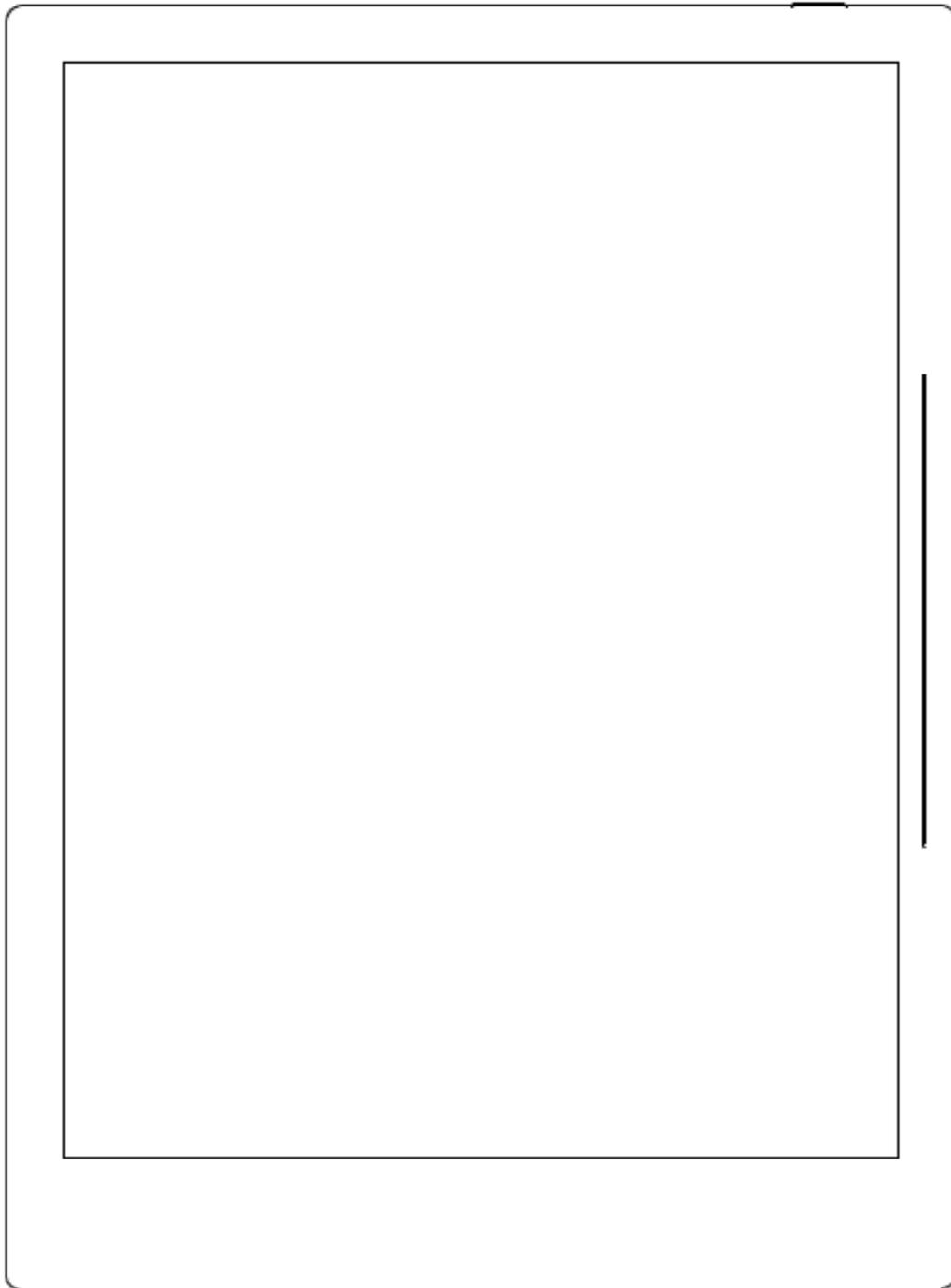


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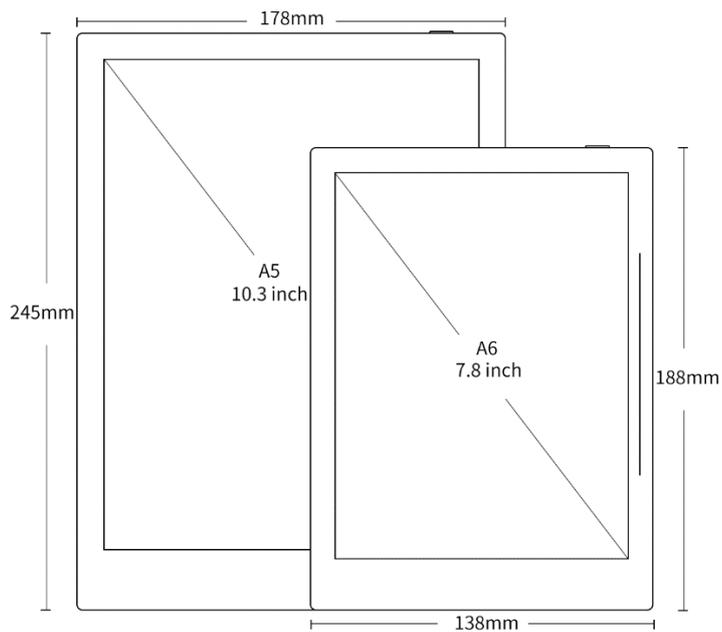
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Applicable Models

This manual will guide you to use Supernote, and the applicable model are Supernote A5 and Supernote A6 Agile.

➤ Specifications



● Supernote A5

Resolution: 1872*1404 (226 DPI)

Storage: 32G **RAM:** 1G

Battery capacity: 2850mAh

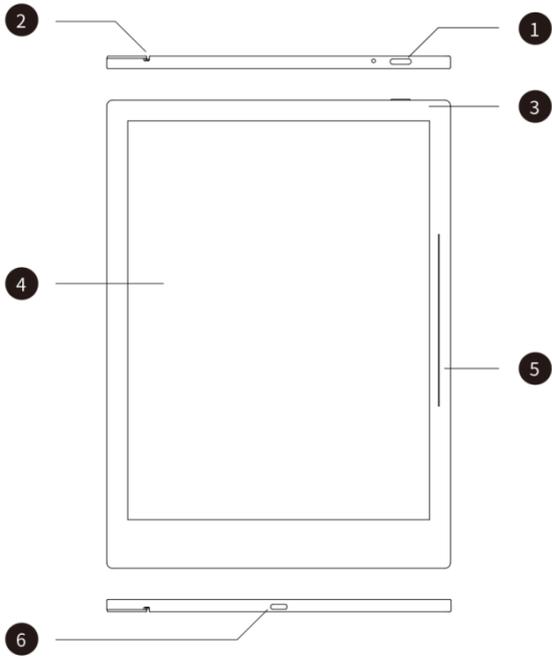
● Supernote A6 Agile

Resolution: 1872*1404 (300DPI)

Storage: 32G **RAM:** 1G

Battery capacity: 2500mAh

➤ Structures



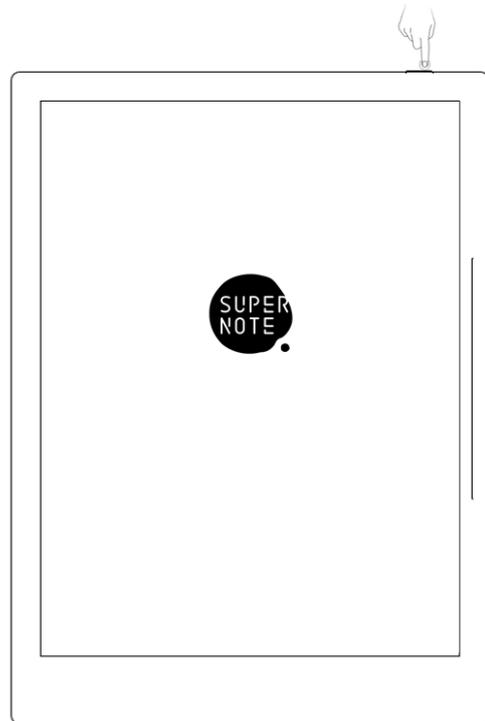
1. Power on/off
2. Guide Rail
3. Battery charge indicator
4. E Ink Screen
5. Slide bar
6. USB port (type-C)

Chapter 1 Quick start

1.1 Power on and the initial settings

- 1、 Hold the power button on the top right corner of device, until the Supernote logo appears

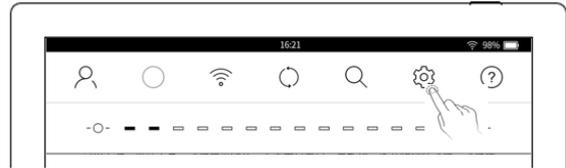
If not turned on, the device might need to be charged (Please refer to FAQ: [Unable to power on or freezing problem](#) for help).



- 2、 When first power on, please follow the instructions to complete initial settings:
 - System languages: English, Japanese, Simplified Chinese and Traditional Chinese
(Please refer to the chapter [language, date& time](#) for more help)
 - Wi-Fi settings (Please refer to [Connect to Wi-Fi](#))
 - Account Register and login (Please refer to [Register and login](#))
 - User experience project (Please refer to [User experience project on/off](#))
 - Create your first E-Notebook (Please refer to [Create a notebook](#))

1.2 Connect to Wi-Fi

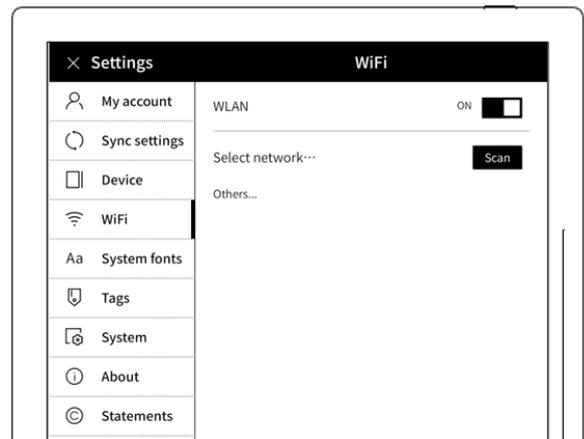
- 1、 **Activate the top status bar** Swipe down from the top of the screen



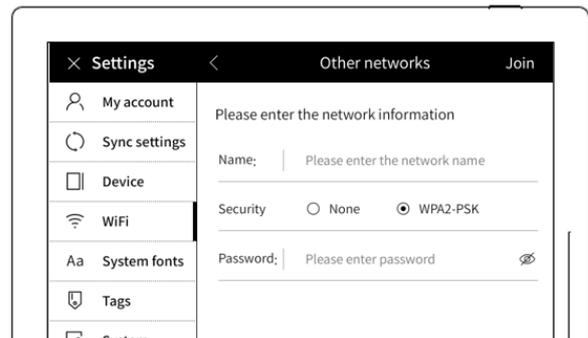
- Tap the settings icon “⚙️” on the top status bar
- Tap “WiFi”

2、 Wi-Fi

- Tap “WLAN ON”
- Select a SSID to connect (enter password if needed)



- Tap “others...” to join a hidden network (enter SSID, security and password)



If the Wi-Fi icon “📶” is lit up, the device is connected. (You can try to log in your account or email from your device to confirm the connection status).

***Note: The device will enter low-power consumption status and Wi-Fi will be disconnected after 5 minutes idle; The Wi-Fi connection will be recovered after exiting standby mode.**

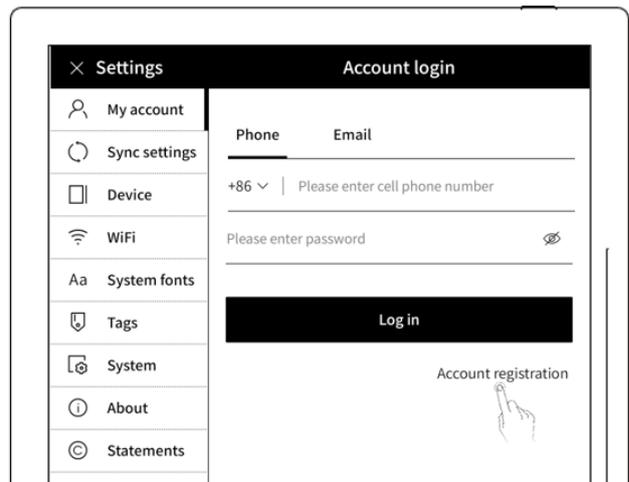
1.3 Register and log in

1、 Activate the top status bar

- Tap the **account** icon “

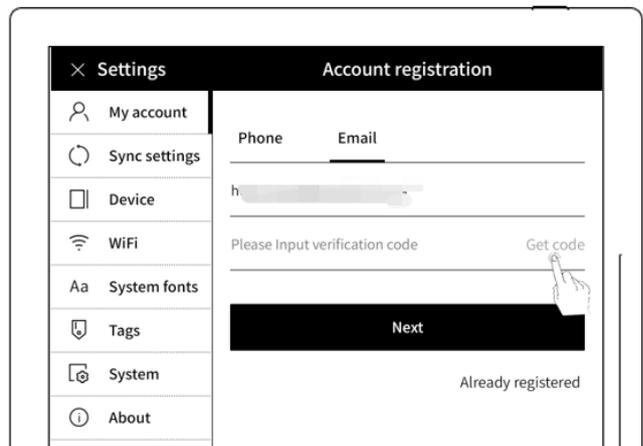
2、 My account

- Tap “**Account registration**” (If already registered, you can login directly).

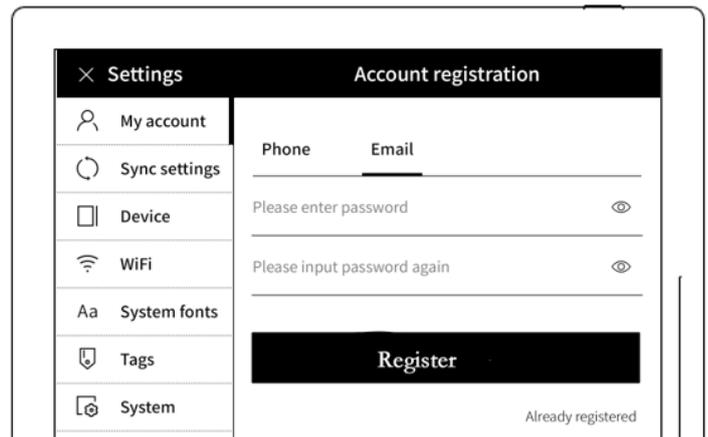


3、 Account register: both mobile phone number and emails are available

- Enter mobile phone number or email address
- Tap “**Get code**” (The verification code will be sent via SMS or email)
- Enter the verification code
- Tap “**Next**”



- 4、 Set account password
- Enter the password twice
 - Tap “**Register**”

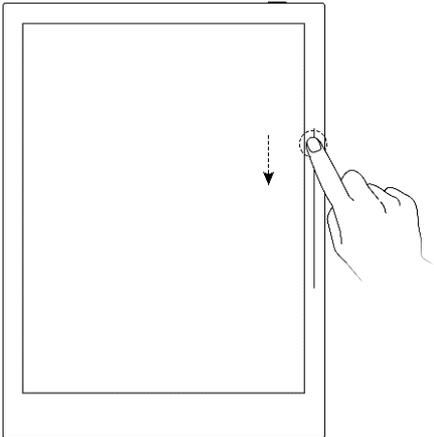
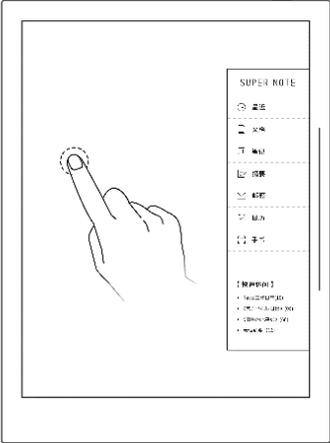
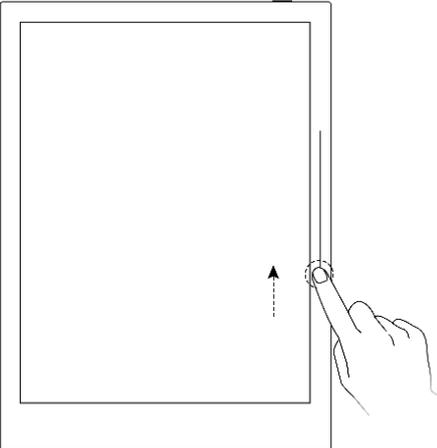


***Note:** After completing registration, it will jump to "Successful login" page to bind your account to the device (Refer to "[Cloud register and log in](#)" or "[Mobile APP quick login](#)" to get more registration methods).

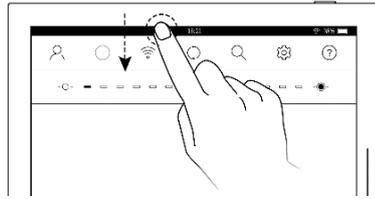
The device can be only bound to a sole account and you have to reset the device to factory settings if you want to switch to another account (Refer to "[rest](#)" to restore factory initialization settings).

Chapter 2 Gestures and toolbar

2.1 Gestures

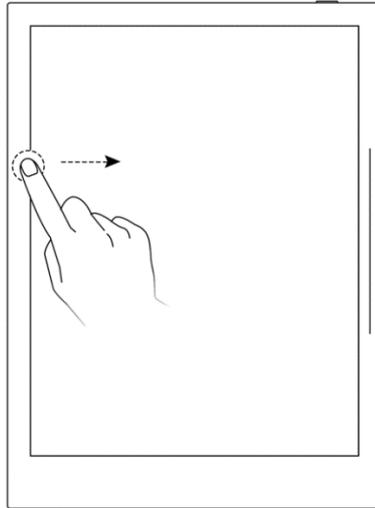
Gesture	Illustration	Description
Swipe down on the right slide bar		Activate the right tag bar
Single-click with single finger		Hide the right tag bar
Swipe up on the right slide bar		Refresh the screen

Swipe down from
the top of the
screen



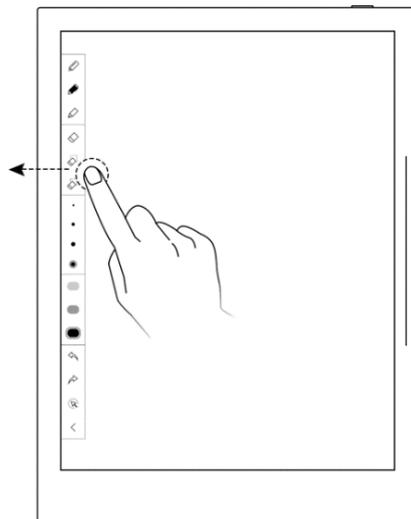
Activate the top status
bar

Swipe right from
the left edge to
the screen center



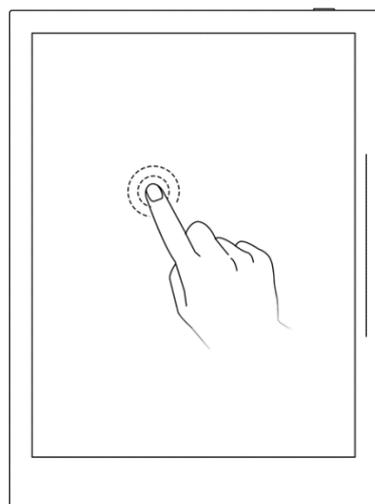
Activate the left toolbar

Swipe left to the
left edge of the
screen



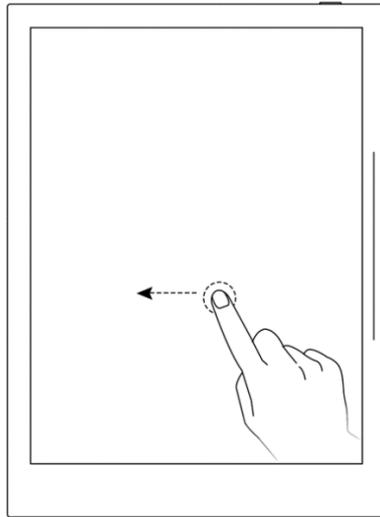
Hide the left toolbar

double click with
single finger



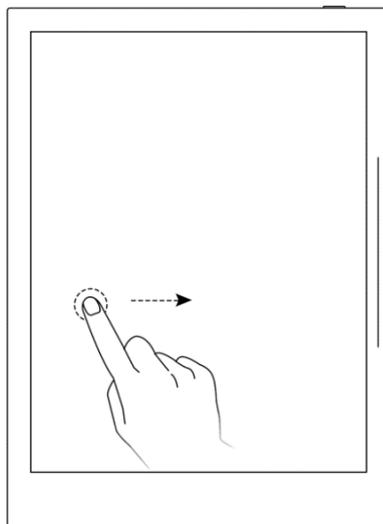
Enter full screen mode;
double-click again to exit
full screen mode

Swipe left (on the screen)



Go to previous page

Swipe right (on the screen)



Go to next page

2.2 Top status bar

Icon	Name	Description
	Wi-Fi	Wi-Fi signal: the icon will be lit up when connected
98% 	Battery meter	Display current battery level
	My account	Log in my account
	Page turning button On Page turning button Off	Once activated, two circles will appear and they can be used to turn pages (Applicable to Documents only)



Wi-Fi On

Enable or disable Wi-Fi connection



Wi-Fi Off



Synchronization

Syncing files (Currently, only Supernote Cloud and Dropbox are supported)



Search

Search files by filename or symbol“★”



Settings

Configure your settings



Help

View the latest version user manual.



Contrast

Adjust the screen contrast (only applicable to Document)

2.3 Left toolbar

Icon

Name

Description



Needle-point pen

No special rendering effects. Thickness and grayscale are optional



Ink pen

Brush stroke rendering effect is supported. Thickness and grayscale are optional



Marker

Fixed rendering effect. Thickness is optional but grayscale is not optional



Regular eraser

Erase the handwritings in the area you swipe off

with your stylus (The thickness of pen tip can be adjusted)

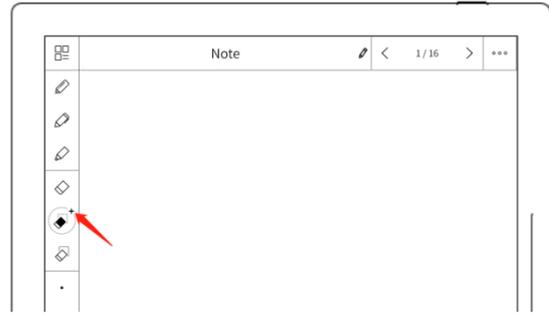
	Region eraser	Erase the handwritings in the area you draw around
	Erase all	Erase the handwritings on the whole page
<ul style="list-style-type: none">••••	Ultra-thin Thin Medium Bold	Handwriting Thickness
	Light grey	Grayscale
	Dark grey	
	Black	
	Undo	Cancel the latest strokes on current page (up to 20 strokes)
	Redo	Recover the cancelled strokes on current page
	Region selection edit	The selected region can be moved or copied

2.4 Suspension tools

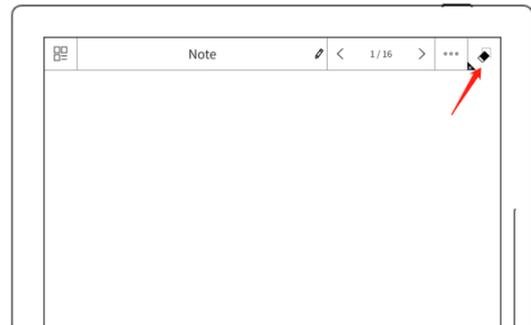
Suspension tools usually applies to the full screen mode.

1、 Activate the left toolbar on the note page

- Select the regular eraser “” or the region eraser “”



2、 Tap “+” and then the suspension tools are copied and appear at the top right corner



3、 Double click to enter full screen mode, then the Suspension tools will appear on the screen

- Tap the four small arrows “” to adjust the position of suspension tools
- Tap the icon “” on the right top corner of the suspension icon to hide the suspension tools



***Note: The undo/redo function of suspension tools only applies to Note page.**

2.5 Hand touch function

This function enables you to focus on immersive creation.

1. Double click to enter the full screen mode on Note page, and then the icon “” appears at the top right corner



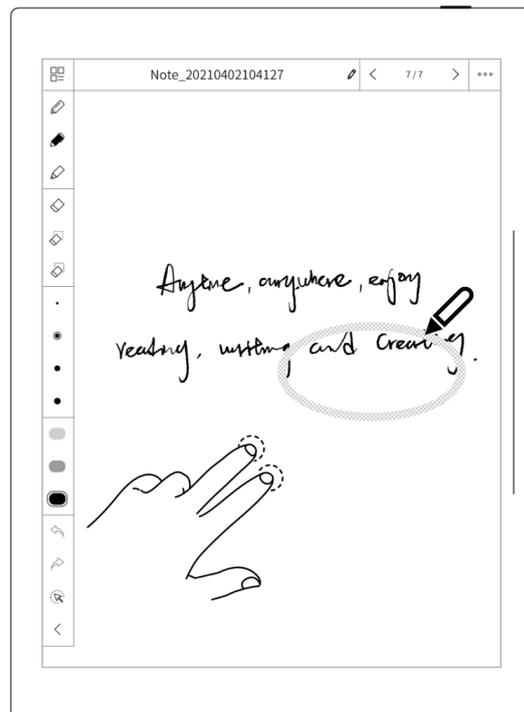
- Tap the icon “” to turn hand touch function off

2 Tap the icon “”, the hand touch function will turn on, and the left and top toolbar appears

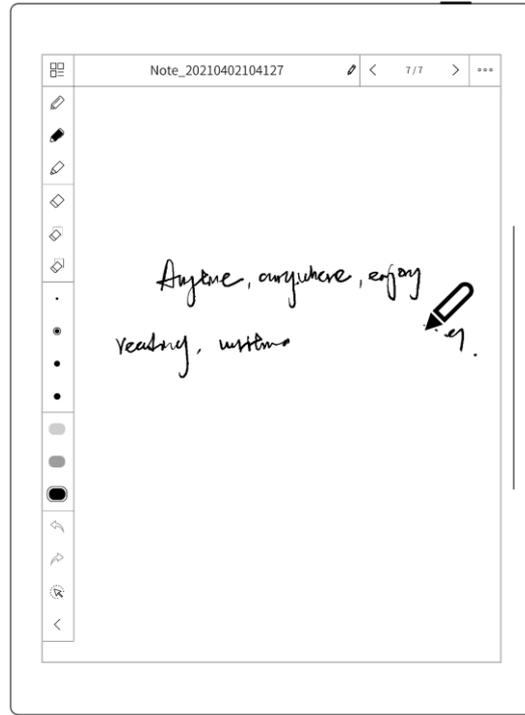
***Note:** This function only applies to Note. When the hand touch function turns on, the right tag bar can still be activated.

2.6 Gesture Eraser

- Switch to area eraser by pressing screen with two fingers simultaneously.



- After erasing, release two fingers to switch back to the currently selected tool



Note: When using eraser gesture, please do not move and put your fingers together or too far apart.

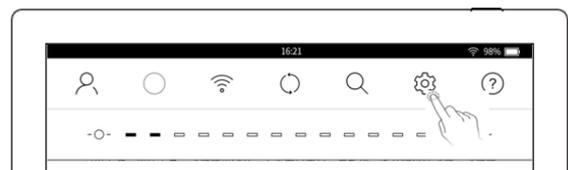
Chapter 3 Basic settings

3.1 Basic settings

3.1.1 Language, date & time

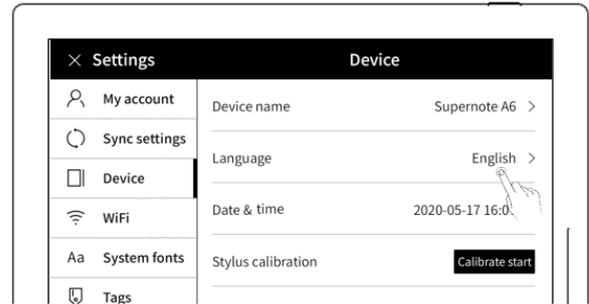
- 2、Swipe down from the top of the screen to activate the top status bar

- Tap the setting icon “”
- Tap “**Device**”



➤ Language

3、 Tap “Language”

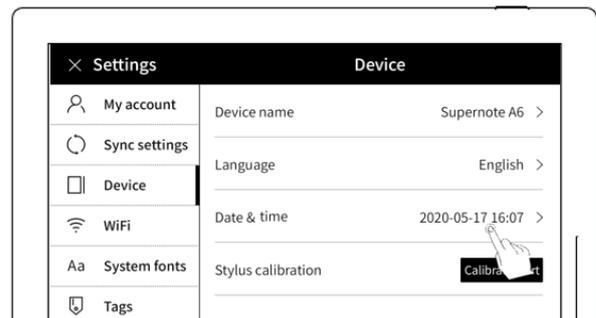


4、 Select language and tap “Save”



➤ Date & Time

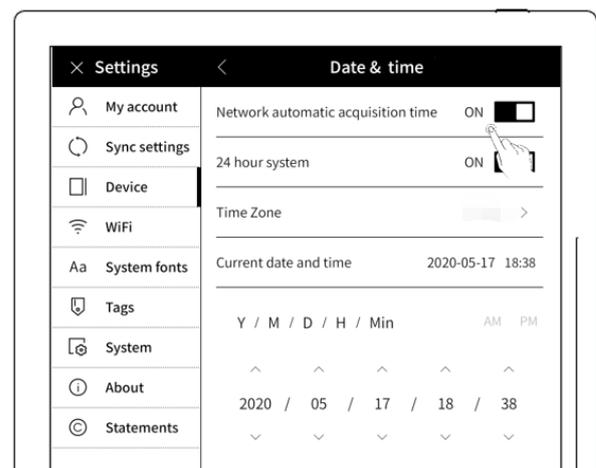
5、 Tap “Date & Time”



6、 Network automatic acquisition time

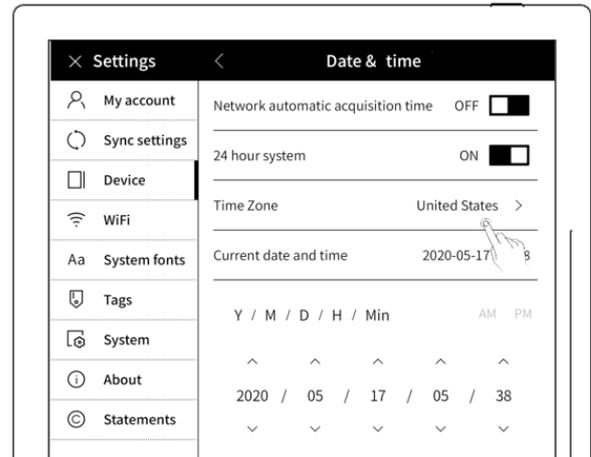
On/Off

- “Network automatic acquisition time” (Default On)
- “24 hours system” (Default On)



7、 Set time and time zone manually

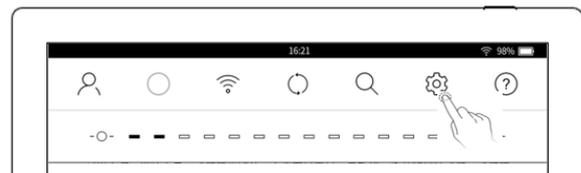
- Tap “**Network automatic acquisition time OFF**”
- Choose your “**Time Zone**”
- Adjust by clicking the arrows above and below



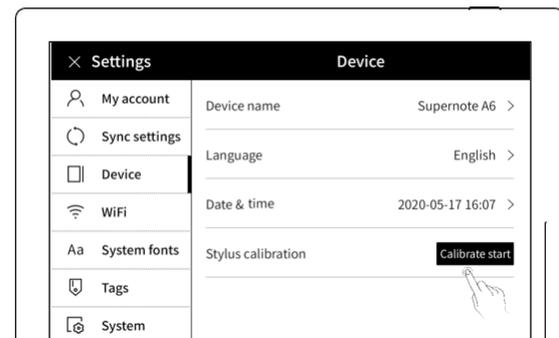
3.1.2 Stylus calibration

1、 Swipe down from the top of the screen to activate the top status bar:

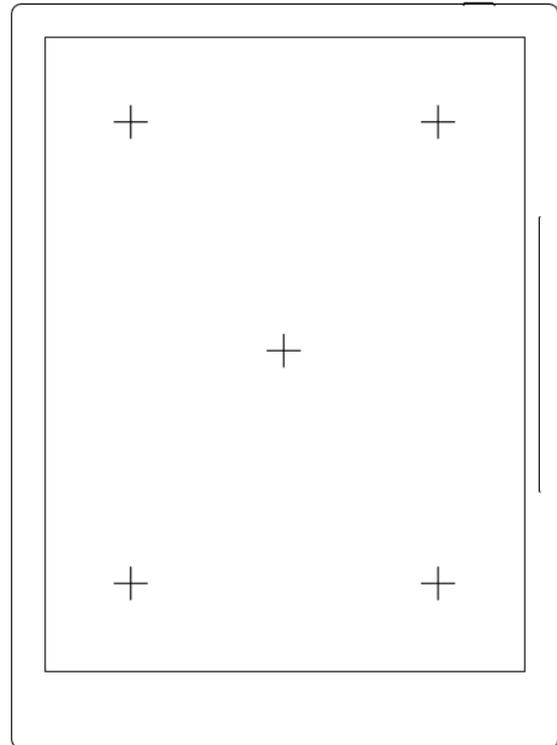
- Tap the setting icon “”
- Tap “**Device**”



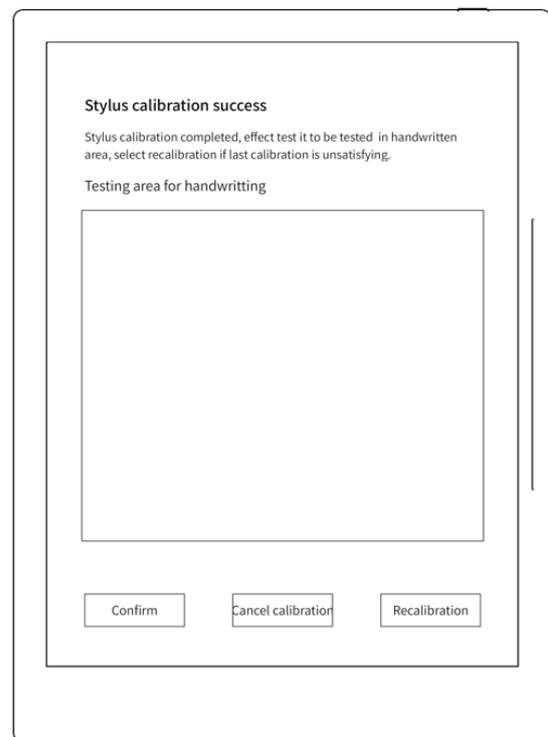
2、 Tap “**Calibrate start**”



- 3、 Tap the crosshairs where they appear on the screen with your stylus

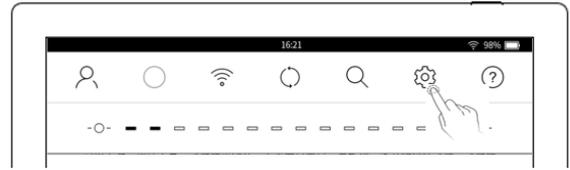


- 4、 Check the calibration results
- Write within the square area
 - Tap “**Confirm**” if you are satisfied with the accuracy, or tap “**Recalibration**” to calibrate again



3.1.3 System fonts

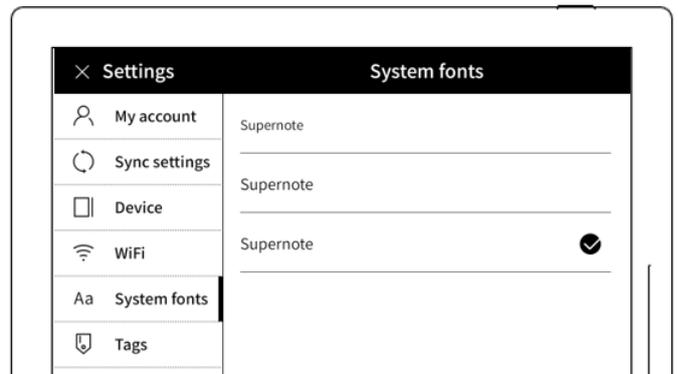
- 1、 Swipe down from the top of the screen to activate the top status bar



- Tap the setting icon “”
- Tap “**System fonts**”

- 2、 Select your system fonts

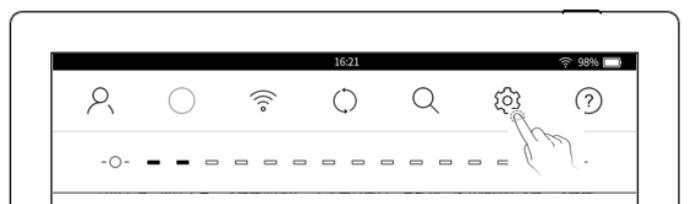
- Chosen fonts will apply to the system upon selected



3.2 Syncing files

You can choose either Supernote Cloud or Dropbox to sync your files in the device.

- 1、 Swipe down from the top of the screen to activate the top status bar

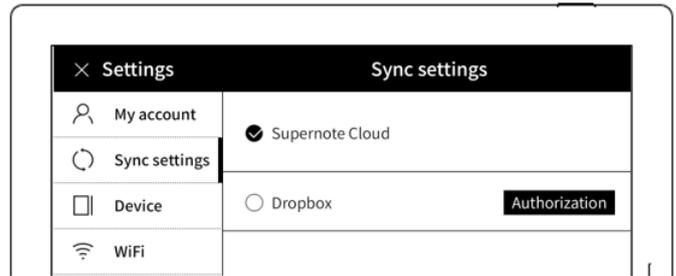


- Tap the setting icon “”
- Tap “**Sync settings**”

- 2、 Chose the cloud service

➤ Select **Supernote Cloud**

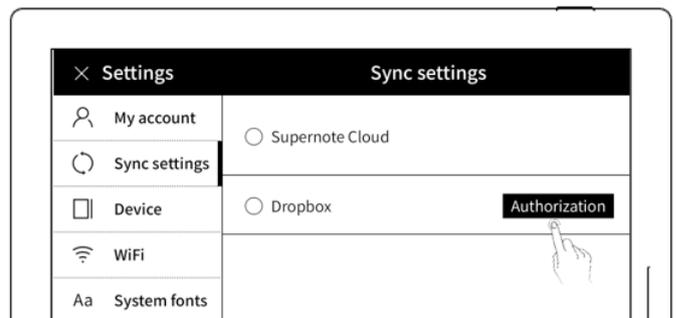
- If you choose to use Supernote Cloud, you need to register and log in My Account in advance



***Note:** Only Notes files, documents, screenshots and the files in /Export can be synced via Supernote Cloud.

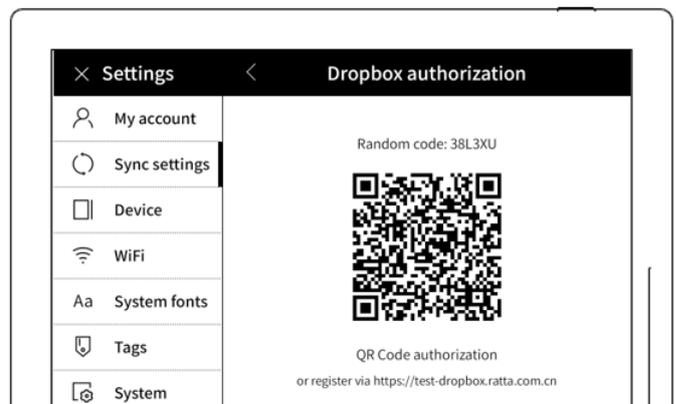
➤ Select **Dropbox**

- Tap **“Authorization”**



- Open the following web page from PC browser

<https://bind2dropbox.supernote.com>



✧ For PC web browser

- Input the random code appears on device
- Click **“get Dropbox authorization”**

i Processing Dropbox authorization registration

Random Code

Please input random code

Get Dropbox authorization

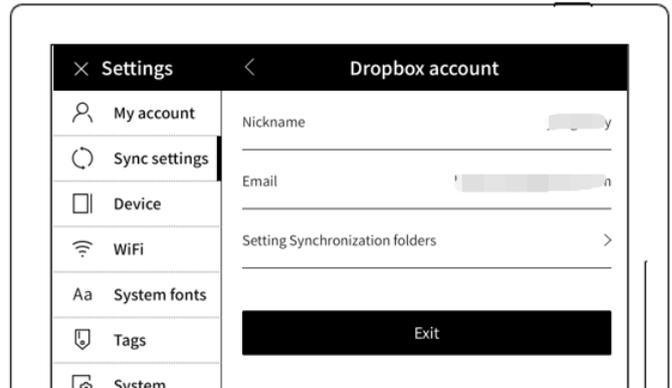
✧ It will jump to the Dropbox website to proceed authorization

- Input the Dropbox account ID and password

✧ Please check the device status after completing authorization

- If the authorization times out, please follow the prompts

- It will jump to the Dropbox account page upon authorization

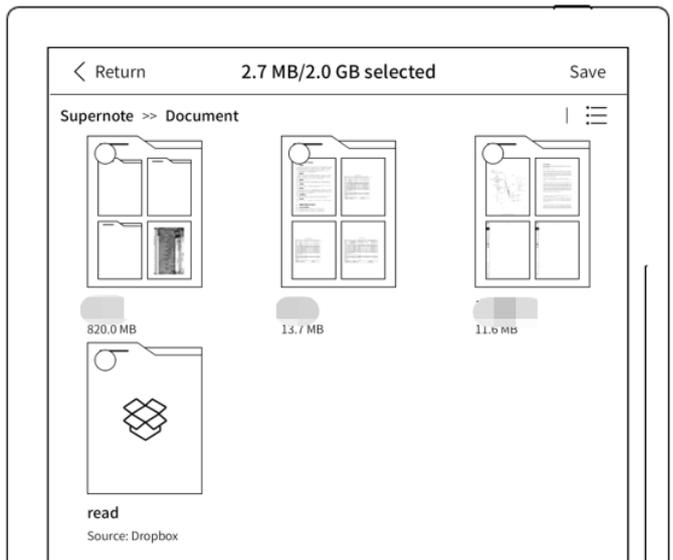


✧ Configure sync folders

- Tap “Setting Synchronization folders”

- Select folders to be synced

- If you want to select a subfolder, the current chosen folder should be cancelled first



(Due to the difference between Dropbox cloud storage and Supernote device storage space, this part of the configuration will be limited according to the selected folder size)

Note : “  ” The icon is created in the Dropbox cloud and represents a folder that has not been synced to the device

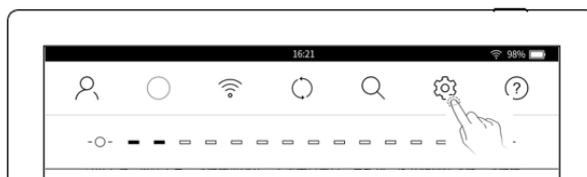
***Note :** After configuring the Dropbox sync folder and initiating synchronization from the

device, the Supernote folder will be automatically created in your Dropbox cloud. This folder is the main sync folder of Supernote. Please do not delete, rename, or move it.

3.3 Screensaver and Low power consumption

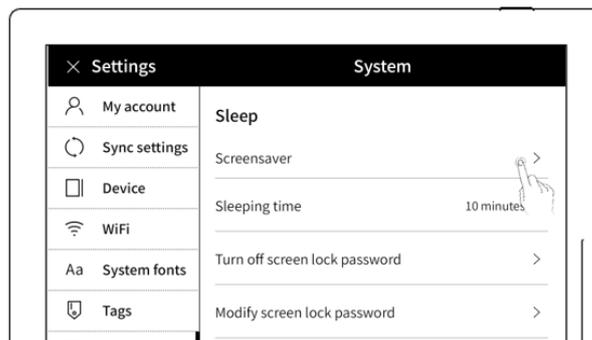
3.3.1 Set a screensaver

- 1、 Swipe down from the top of the screen to activate the top status bar



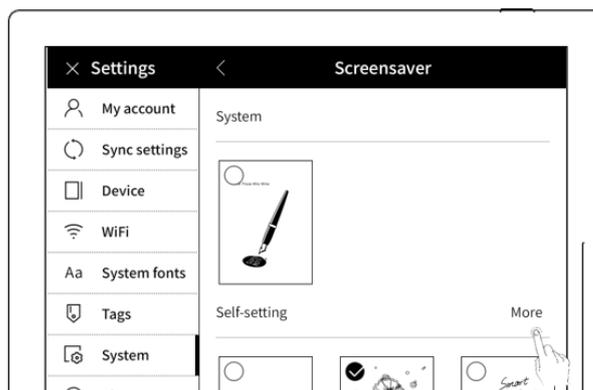
- Tap the **settings** icon “”
- Tap “**System**”

- 2、 Tap “**Screensaver**”



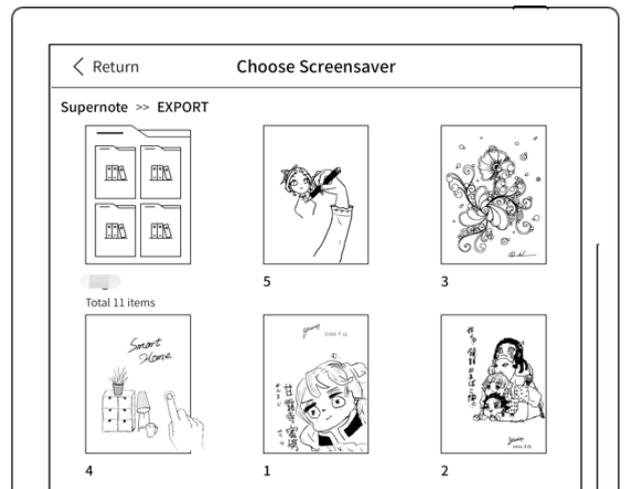
- 3、 Customize a screensaver

- System: the default screensaver
- Tap “**More**”



4、 Select a picture

- Tap the folder
- Tap the picture to set it as new screensaver



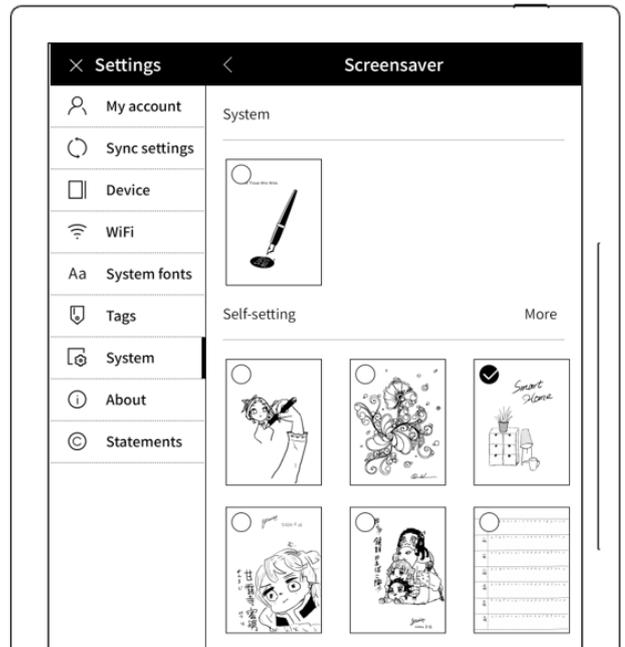
5、 Preview a screensaver

- Tap "Confirm"



6、 After completing setting, the page goes to the custom Screensaver

- The latest six used screensavers will be displayed here



***Note: Only a PNG format picture is available for a custom screensaver.**

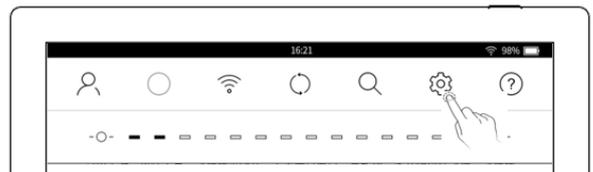
3.3.2 Low power consumption

The following settings will help to lower the power consumption of device.

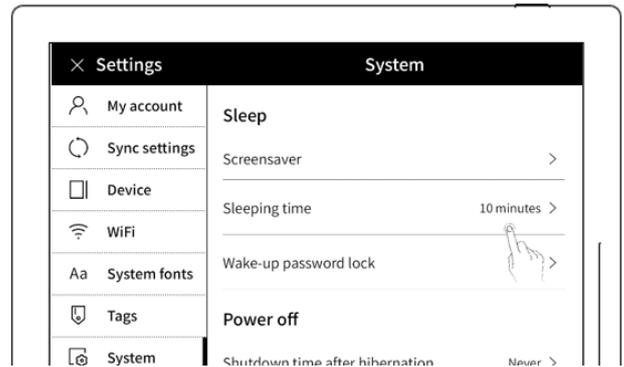
1、 Swipe down from the top of the screen to activate the top status bar

- Tap the **settings** icon “”

- Tap “**System**”

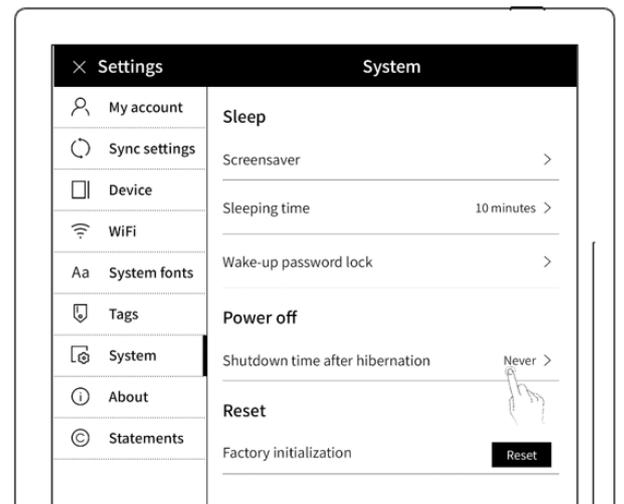


2、 Tap “Sleeping time”



3、 Choose a sleep time you like

4、 Tap “Shutdown time after hibernation”



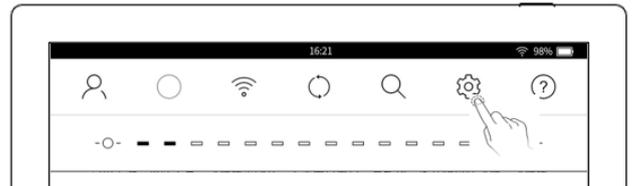
5、 Choose a shutdown time after sleep mode you like

***Note: Generally, power consumption of the device will be reduced when the selected time is relatively short. Meanwhile, compared to rebooting after shutdown, it is faster to wake up from hibernation mode.**

3.4 Right tag bar

This section can help you manage the position order of the tags on the right tag bar, and you can also choose to close certain tag(s).

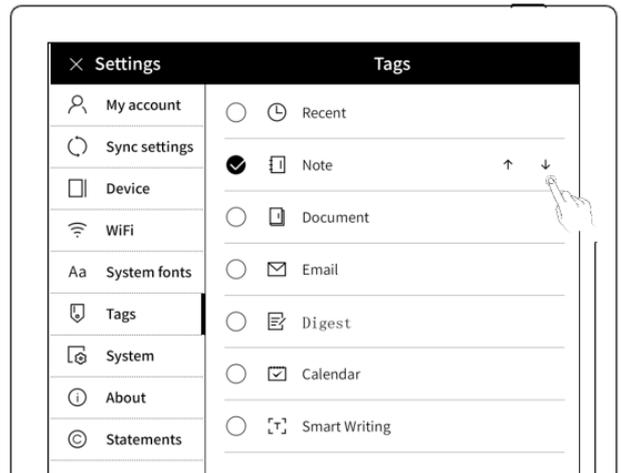
- 1、 Swipe down from the top of the screen to activate the top status bar



- Tap the **settings** icon 
- Tap **“Tags”**

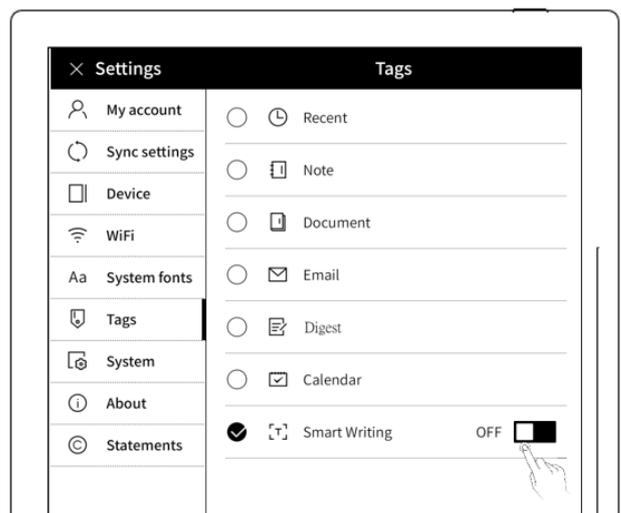
- 2、 Select the tag that need to be moved

- Tap the up and down arrows to adjust the tag order



- 3、 Smart Writing(Handwriting recognition ->HWR)

- Tap **“ON”** or **“OFF”** to enable or disable this function



***Note: Currently, only Chinese and Japanese are available for HWR function, and it can be hidden in the tag bar.**

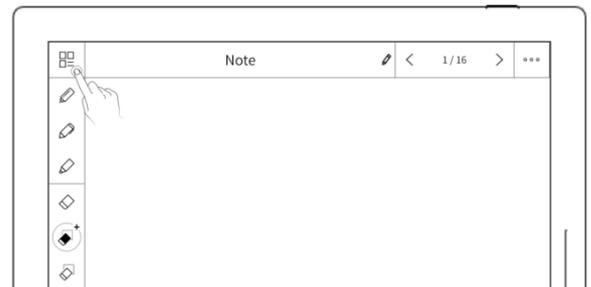
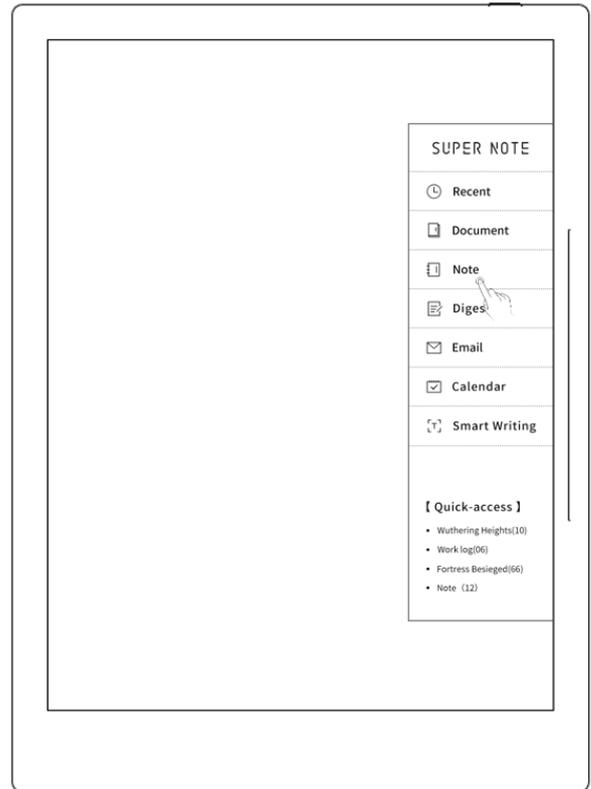
Chapter 4 Writing and drawing

4.1 Icons on Notebook page

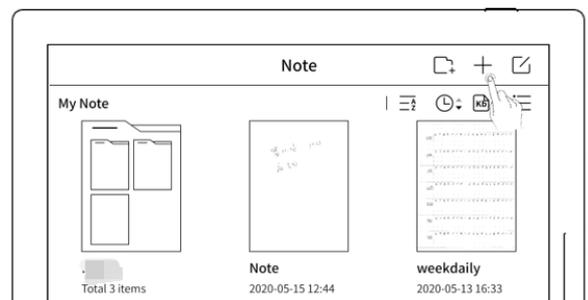
Icon	Name	Description
	Homepage	Return to the homepage of Note
	Star search	Search the pages marked by  in your note files
	Share & Export	Export your note page in the format of PDF or PNG and you can share them via email or QR-code
	Templates	Change the template of note and this change is effective for subsequent note pages
	Duplicate	Copy current note page and append it to the end of current notebook or any other notebook
	Screensaver setting	Set current page as screensaver
	Add to quick access	Add the link of current page to the list of quick access
	Cancel quick access	Remove the link of current page from the list of quick access
	Add a page	Add a new page before current page
	Delete a page	Delete the current page

4.2 Create a notebook

- 1、 Activate the left tag bar, tap “**Note**” to enter the Note homepage directly.
Tap the icon “” at the left top corner to enter a certain Note page



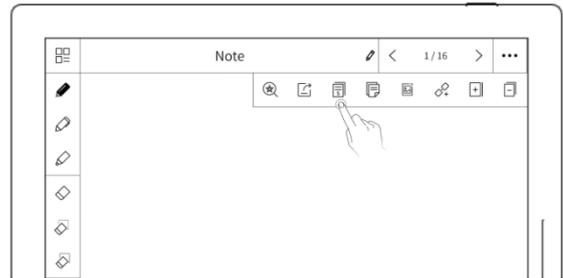
- 2、 Tap the icon “” to enter the note page of a new notebook. The default template is blank, and you can change the template (Please refer to [change a template](#))



4.3 Select/change a template

1、 Tap “ ☰ ”

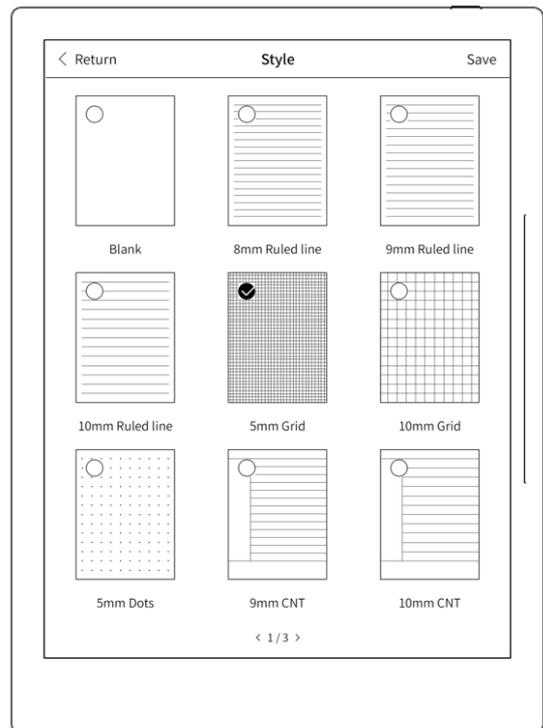
2、 Tap “ 📄 ”



3、 Select a template

- Tap “Save”

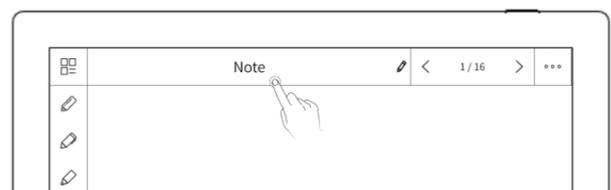
(You can swipe right/ left to view more templates; You can also import your custom templates. please refer to [How to customize your templates](#))



***Note:** Customized template can only be showed on the note exported to local drive or shared by email.

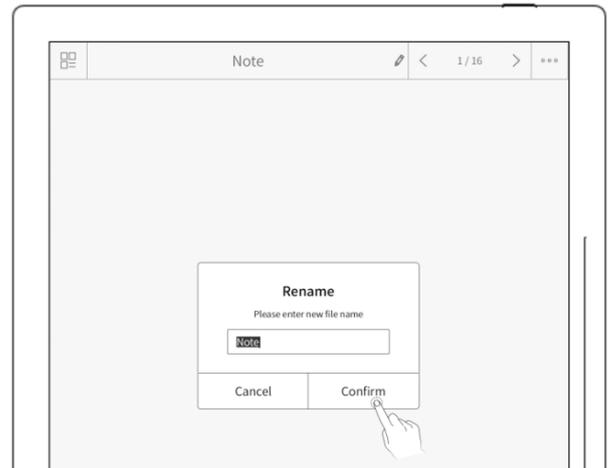
4.4 Name a Notebook

1、 Tap the file name in the function menu on the top of the note page



2、 Enter new file name

- Tap “**Confirm**”

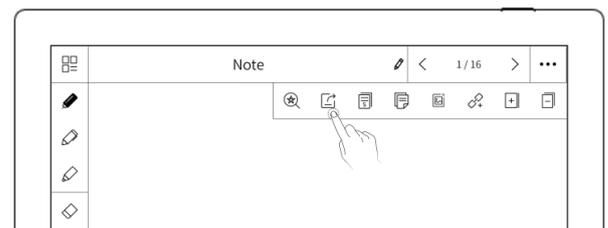


***Note:** Please avoid space or symbols like \/*:?"<>| in your file names.

4.5 Export and share

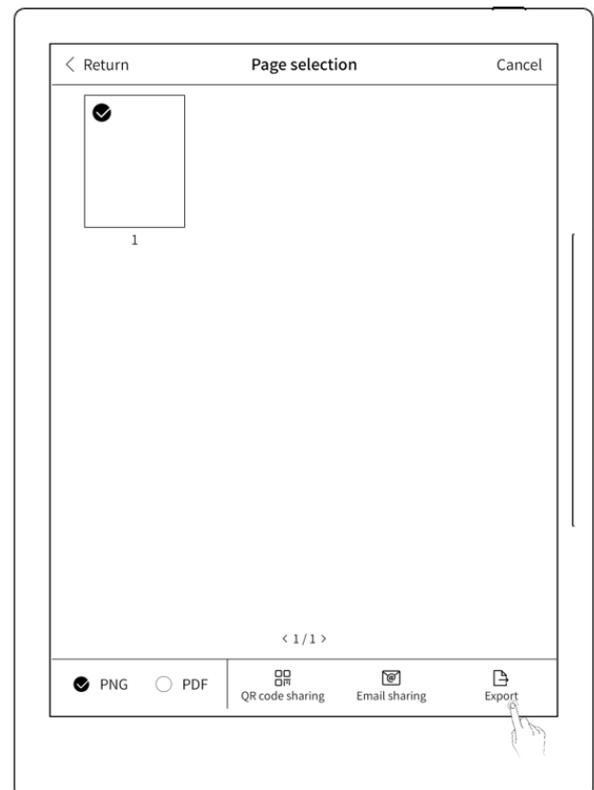
1、 Tap “**⋮**”

2、 Tap “**🔗**”



3、 Select the page to be exported

- Select the format PNG or PDF at the bottom left corner
- Tap the “**QR code sharing**” icon or “**Email sharing**” icon or “**Export**” icon



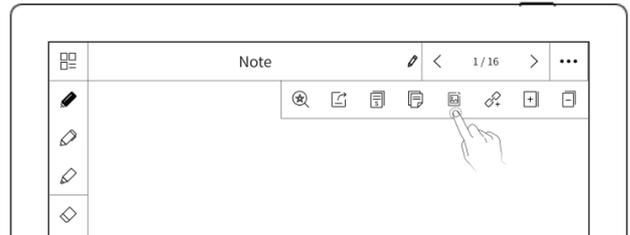
***Note:** If sharing via email, you need to log in your email on your Supernote device(Please

refer to [email login](#)).

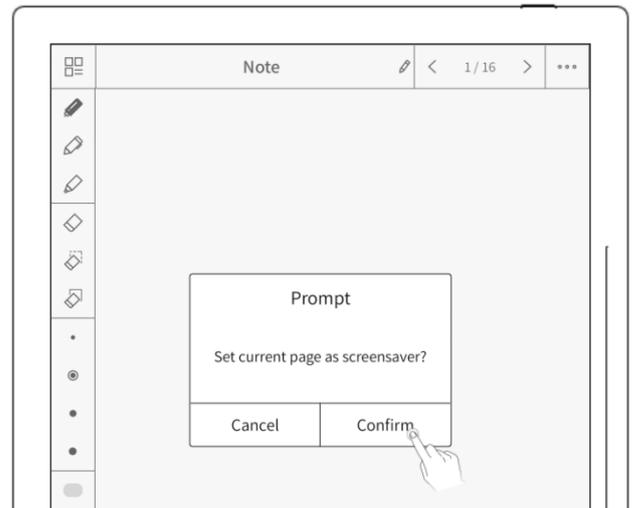
4.6 Set your artwork as screensaver

1、 Tap “ ⋮ ”

2、 Tap “  ”



3、 Tap “**Confirm**” to set the current page as screensaver

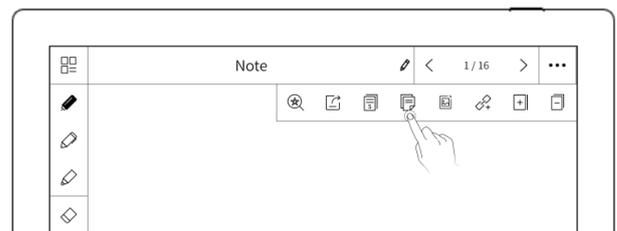


4、 After finishing this setting, you can press the power button on the top of device to make it enter sleeping mode to view your new screensaver

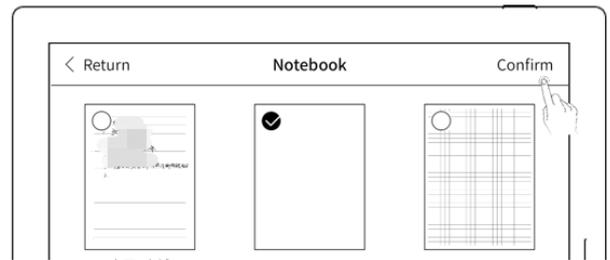
4.7 Duplicate a note page

1、 Tap “ ⋮ ”

2、 Tap “  ”



- 3、 Select the Notebook where you want to paste the copied page
 - Tap “confirm”, the copied page will be pasted to the last page of your chosen Notebook (including the current Notebook)



Chapter 5 Read, Digest & Annotation

5.1 Import files

You can go through USB or Cloud to import PDF and EPUB files into your Supernote device.

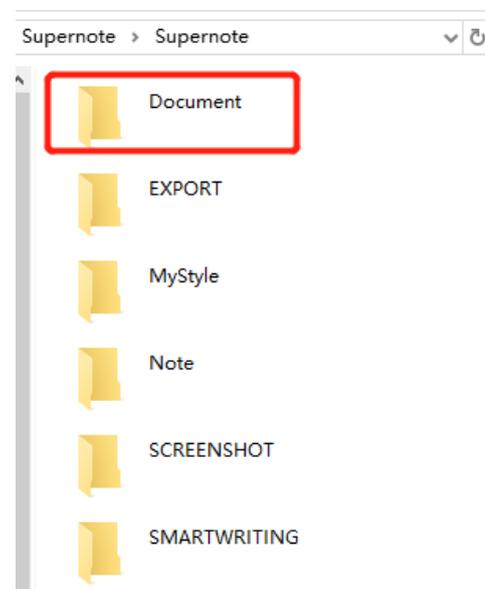
Method 1: USB

- 1、 Connect Supernote device to PC with a USB cable

- 2、 Tap “**Confirm**” on Supernote screen to enter USB mode

- 3、 Open the /Supernote disk on PC

- Drag the PDF/EPUB files from PC to Supernote/Document directory



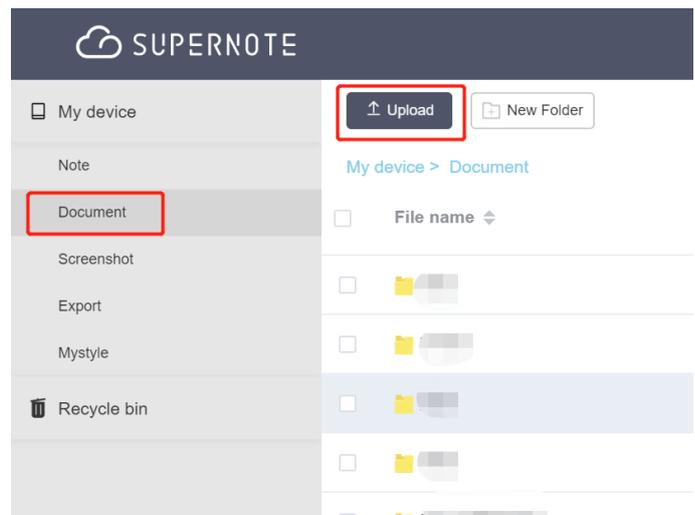
***Note:** For iMac, a third party MTP application is required (Please refer to [USB connection](#)) .

Method 2: Cloud

1、 Register cloud service in PC browser via <https://cloud.supernote.com> and log into the cloud

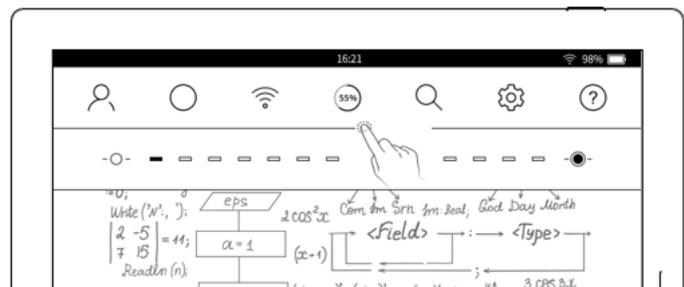
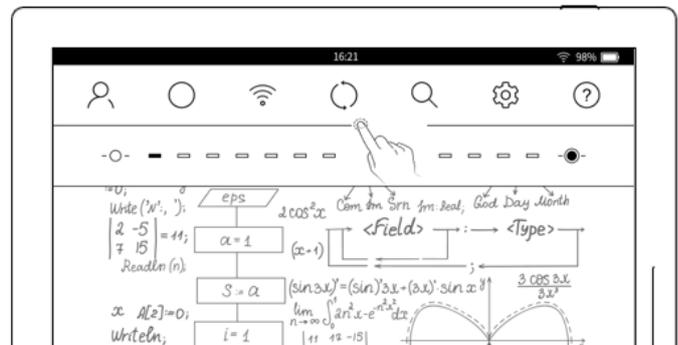
2、 Select “**Document**” on the left side, click “**Upload**”, and select files to upload, then click “**open**” button

- Wait for the completion of upload.



3、 Connect your Supernote device to Wi-Fi and log in with your Cloud Account

- Swipe down from the top of the screen to activate the top status bar, then tap the sync icon “”
- Wait for the completion of upload.



5.2 Change the fonts

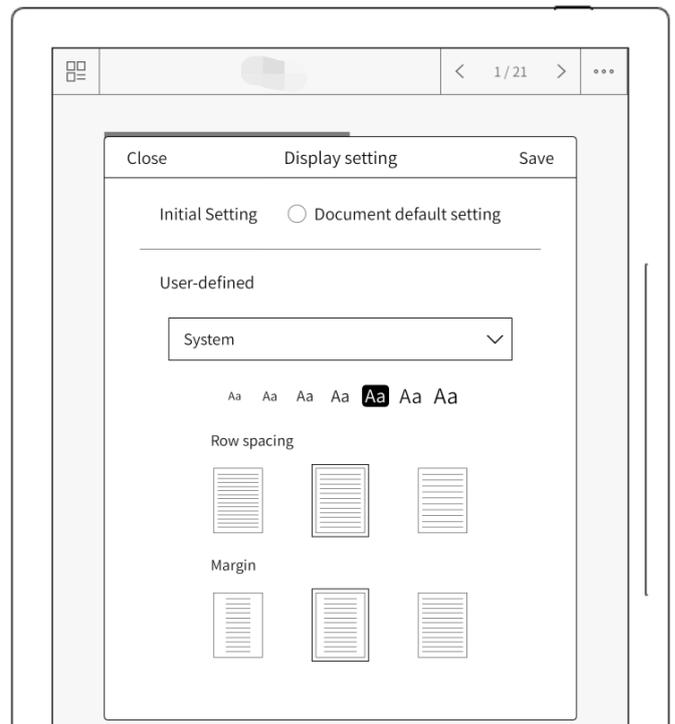
This function only applies for EPUB and FB2 files.

- 1、 Tap “”
- 2、 Tap “Aa”



- 3、 Select fonts, size, Row spacing and Margin

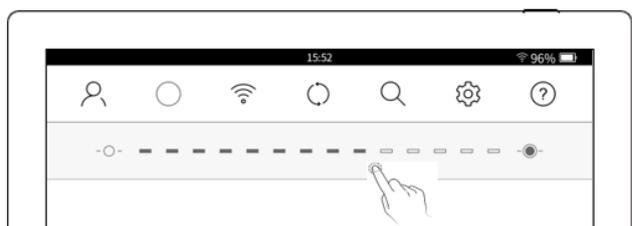
- Tap “Save”



***Note:** Support document customized font import (please refer to "[How to import document customized fonts](#)")The display font etc. settings cannot be changed if you have added handwriting annotation(s)on EPUB files.

5.3 Adjust screen contrast

- 1、 Open a file, activate the tops status bar
 - Tap the adjust block to change



the screen contrast

5.4 Trimming

This function only applies to PDF/CBZ/XPS files

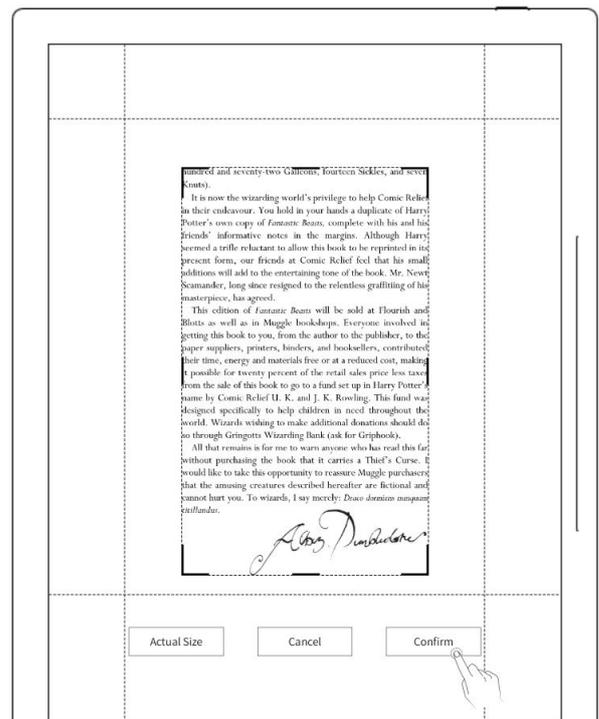
1、 Open the file, tap“ ◻◻◻ ”

2、 Tap “”

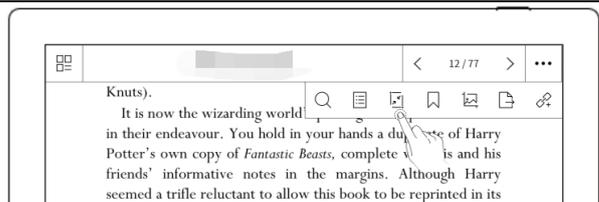


3、 Auto-trimming effect will be displayed on the page

- Tap “**Actual size**”, the border of the page will be recovered, While **Actual size** will change to **Adjust**
- Adjust manually by moving the bold lines
- Tap “**confirm**”



4、 After trimming, the icon “” on the top toolbar becomes “”. Tap “” to undo the trimming

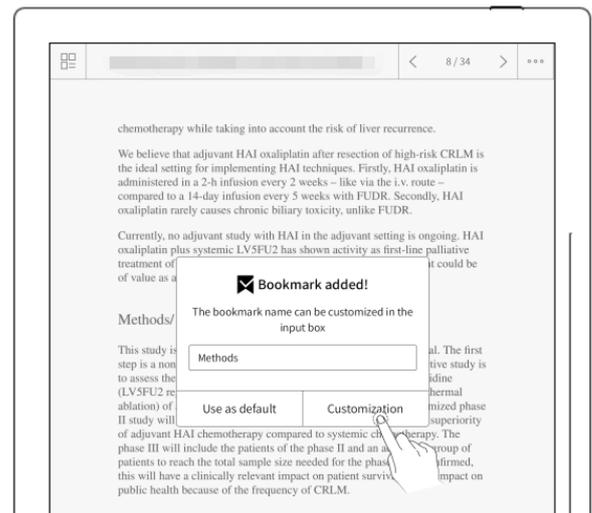
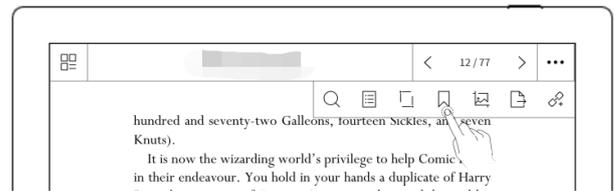


5.5 Bookmarker and table of contents

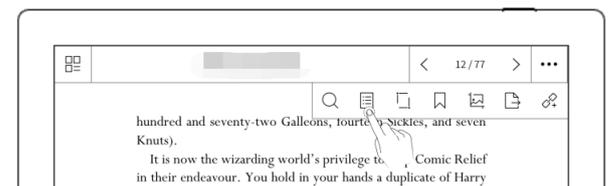
1、 Tap “ ◻◻◻ ”

2、 Tap “ 📑 ”

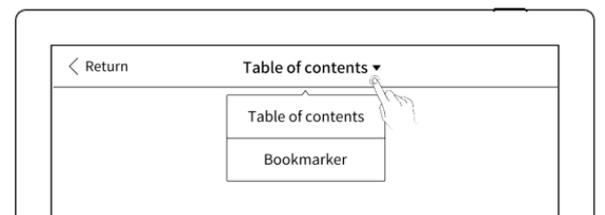
- In pop-up dialogue of "Bookmark added", you can tap "Use as Default"; or tap "Customization" to customize the bookmark name
- After bookmark setting, the icon will change as " 📑 ", click again to cancel the current page bookmark.



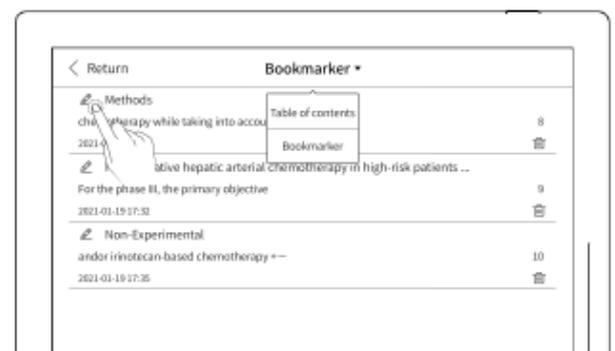
3、 Tap “ 📑 ”



4、 Tap “Table of Contents”, then select “Bookmarker” in the drop-down box



- You can select either “Table of Contents” or “Bookmarker” to view corresponding contents
- Select the bookmark, tap “ ✎ ”, input a new label name, then tap



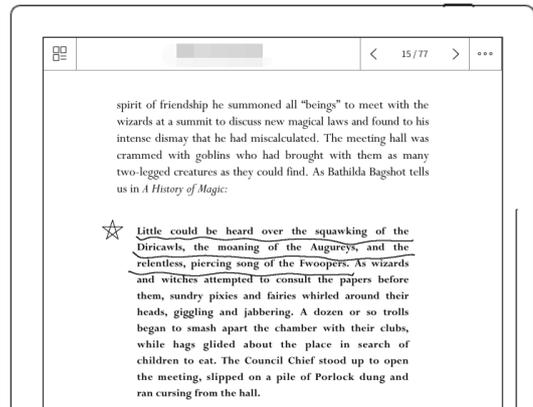
Confirm to change the bookmark name.

- Tap "  " and tap "Confirm" in the pop-up dialogue to delete current labe

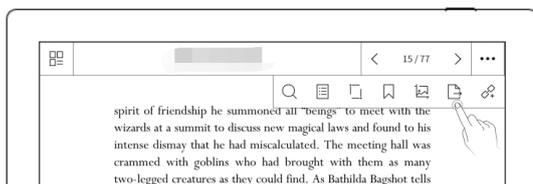
***Note: For certain PDF files, it is possible to fail to abstract their catalogues and therefore catalogues are empty.**

5.6 Annotate and Export documents

- 1、 Open a document and you can annotate or mark directly on the page



- 2、 Tap the icon "  " on the top toolbar
 - Exported file is in the format of PDF and saved in the directory \EXPORT



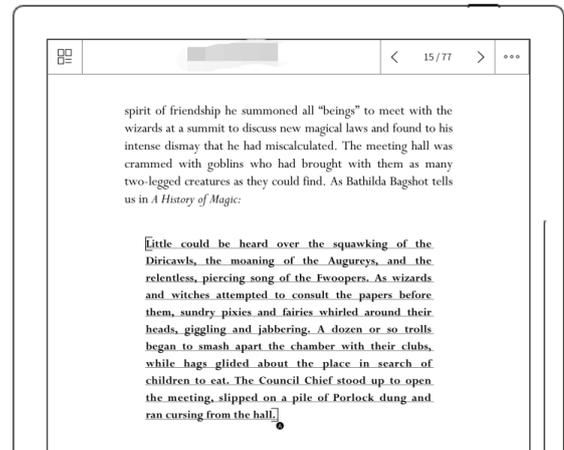
***Note: Export function is only applicable to PDF documents.**

5.7 Digest and annotation

➤ Digest

1、 Open a document, mark your favorite sentences with square brackets “[]”

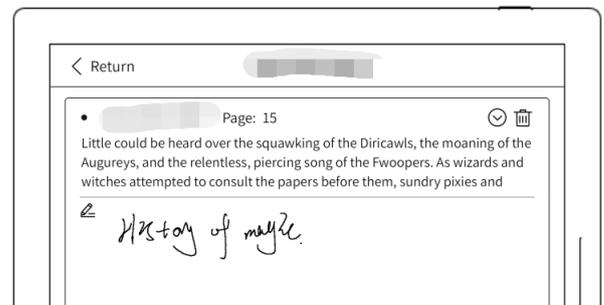
- The symbol of Square brackets “[]” are need to be finished within one stroke
- After recognition, the icon “” appears at the end of the sentence



➤ Annotation

2、 Tap the digest sentence within the square brackets to enter annotation page

- Here you can write any thoughts and ideas of the marked sentences

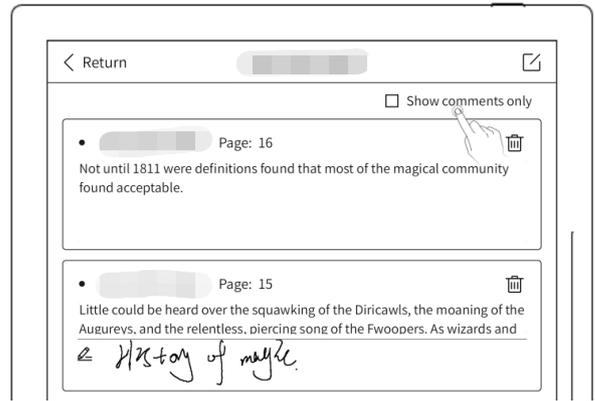


➤ View digests and annotations

3、 Activate the right tag bar, tap “Digest” to enter Digest page, then select a document

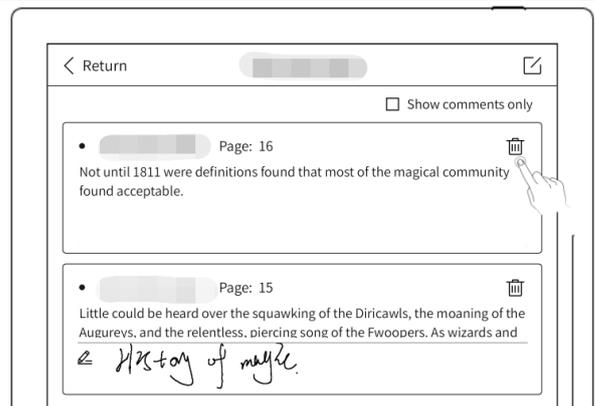
- Tap “Show comments only”, then you can view the annotated digest

(Digests and annotations are sorted by file names)

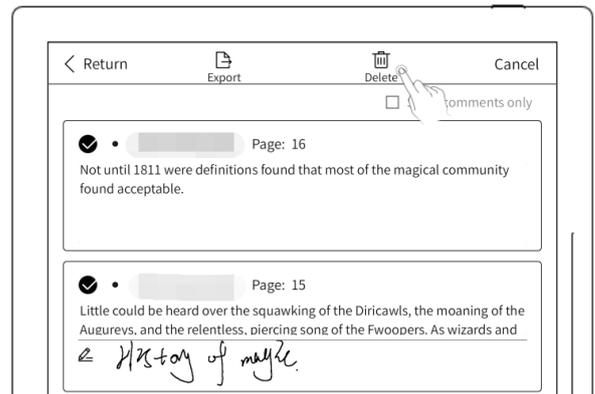


➤ Delete a digest or annotation

- Tap the delete icon “🗑️” on the annotation page to delete

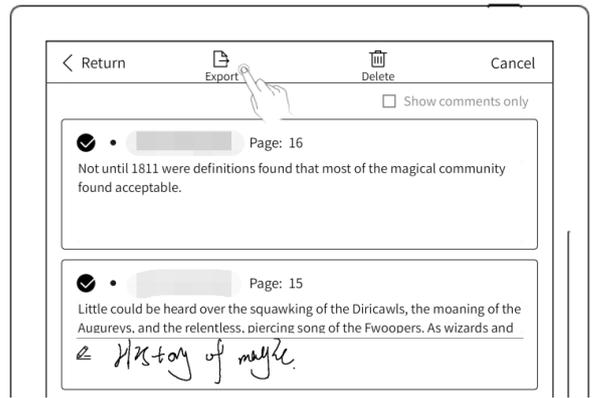


- Tap “✍️” to enter the editing page, tap “🗑️” to delete summary or comments by items selected



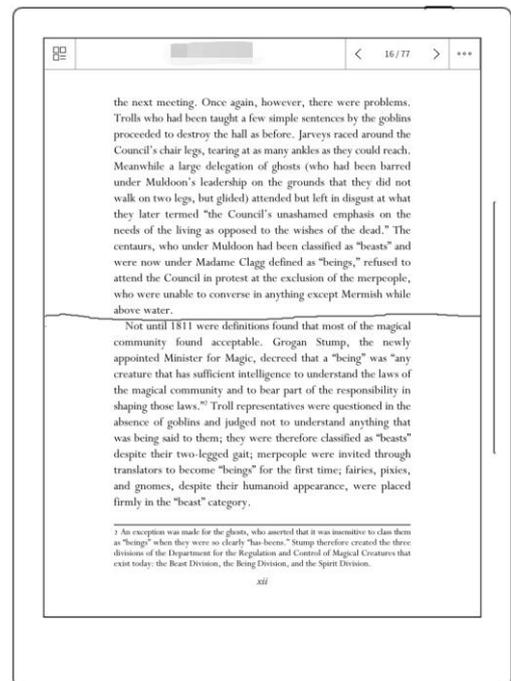
➤ Export comments and summaries

- Tap "✍️" to enter the editing page, tap "📄" to export summary or comments by items selected



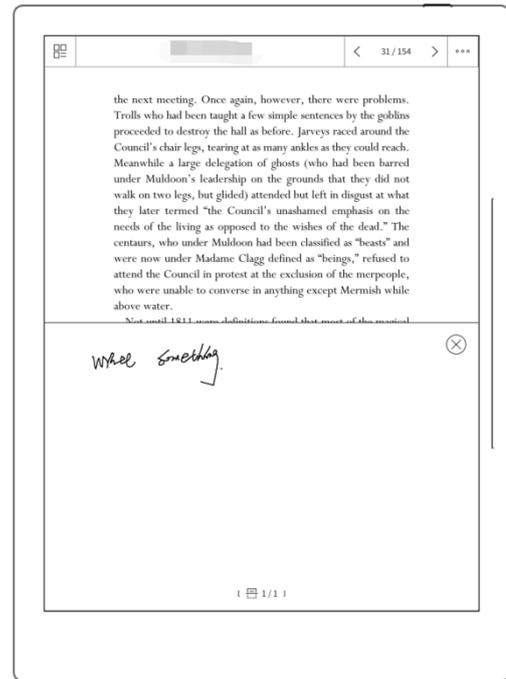
5.8 Split screens

1. Open a document, and draw a horizontal line across the entire screen from left to right on the current page



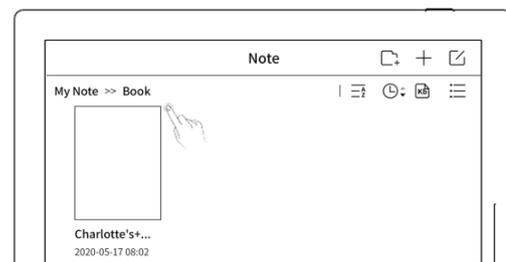
2、 The upper half of the screen shows the document contents, while the lower half is ready for handwritten notes.

- Write notes on the lower half of the screen



3、 View notes on the split screen

- Activated the right tag bar, tap "Note"
- Find the notebook with the same name as the split screen document on the Note home page
- Tap the notebook to view the notes



***Note:** The name of Notebooks of the split screen follows the Split screen document, please do not move or change it.

Chapter 6 Email and Calendar

6.1 Email

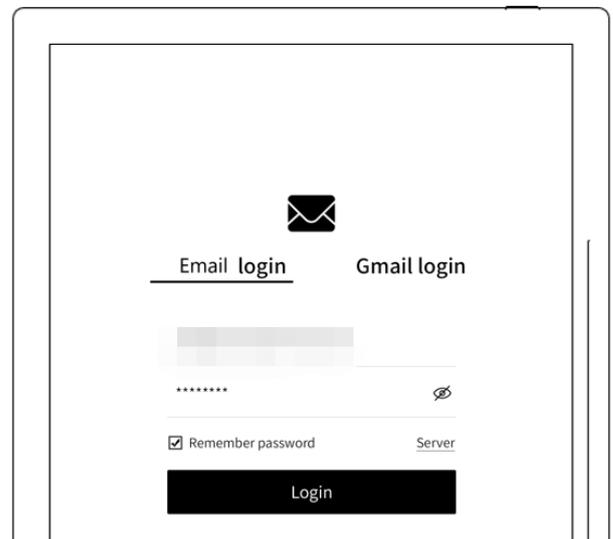
Email supporting IMAP protocol are applicable.

6.1.1 Email login

1、 Activate the right tag bar, tap “**email**” to enter the login page for the first time

2、 General email login

- Enter your email address/ID and password
- Tap “**login**” (Remember password is optional)
- If login fails, please check the email server settings



3、 Gmail authorization login

- Tap “**Gmail login**” on the login page
- It will jump to the Gmail authorization page
- Authorize with your Gmail ID and password

***Note: Gmail can also be logged in by authorization code just like other mailboxes (For details, please refer to [how to log in third part email](#))**

6.1.2 Email configuration

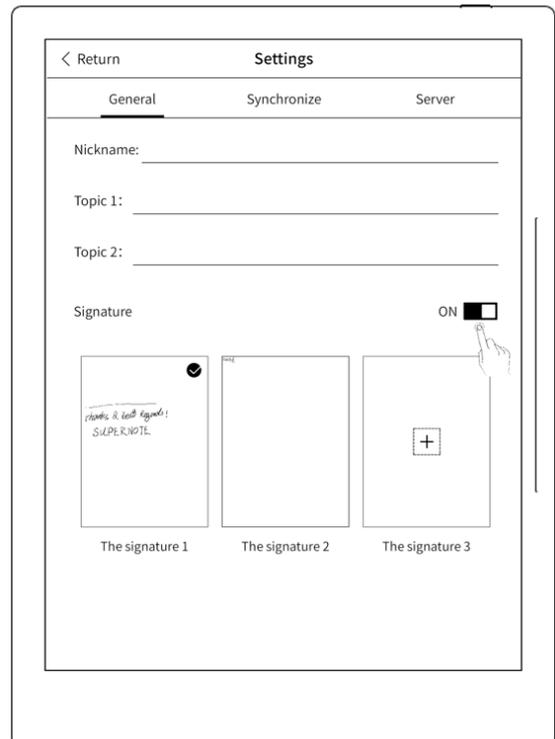
You can configure basic settings after successful login.

➤ Set email signature

1、 Enter “Email”, tap “Settings”

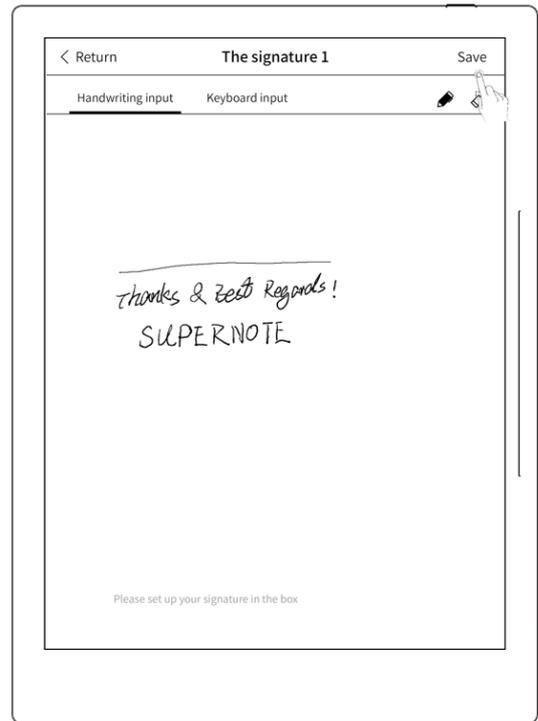


2、 Tap signature settings “ON” on the general settings page

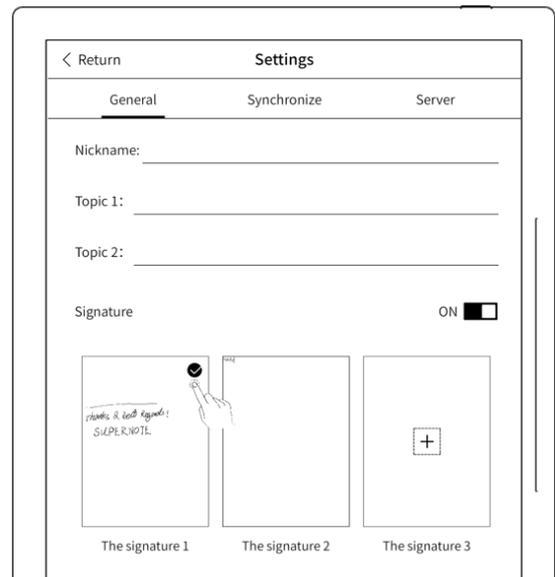


3、 Tap “**Signature 1**” (Three signatures available)

- Design your own signature by either handwriting or keyboard typing; Tap “**Save**” to return to the general settings page



4、 Select “Signature 1” , tap “Return” at the left top corner to return to the Inbox page (You can write sender’s name and email subject on this page)

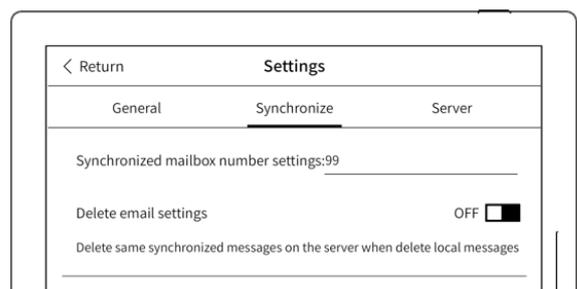


***Note : Once set, your customized signature will be automatically appended while sending an email.**

➤ Set the number of emails synced once

1、 Enter email page, tap **settings**

- Tap “**Synchronize**”

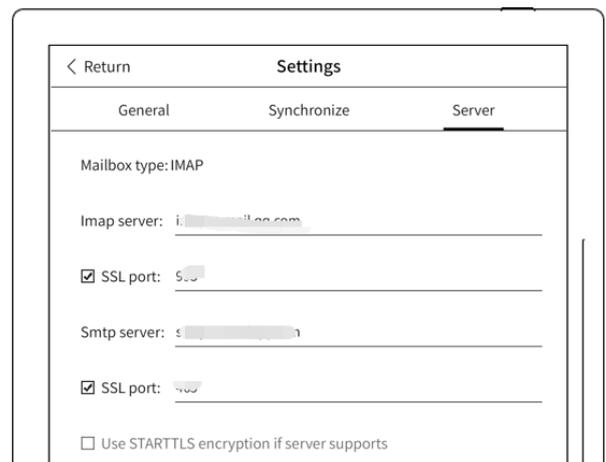


- Type the number of emails synced once (no more than 99)
- Delete email On/Off. If needed, you can turn on the function of Delete same synchronized messages on the server when deleting local ones
- Tap “Return” to return to the inbox page

***Note: After finishing configuration, emails will be synced according to the number you have set for sync at a time.**

➤ Set email servers

- 1、 Enter the email page, tap “**settings**”
 - Tap “**Server**” (Please configure according to the requirements of your email server)



6.1.3 Write an email

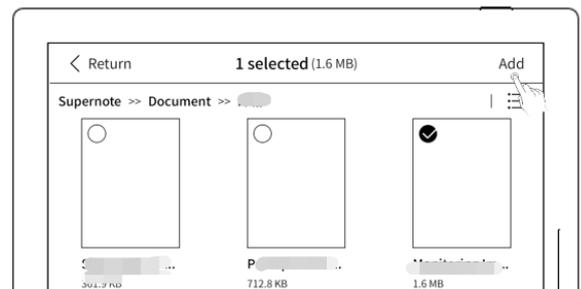
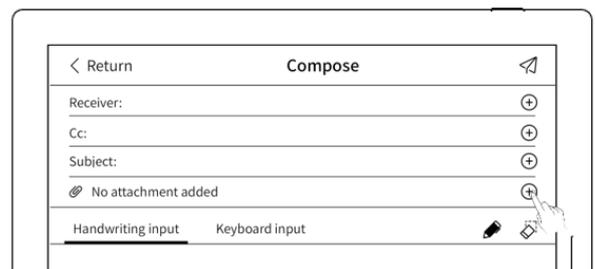
1、 Enter the email page, tap “Compose” to begin to write an email

- Handwriting input
- Keyboard input



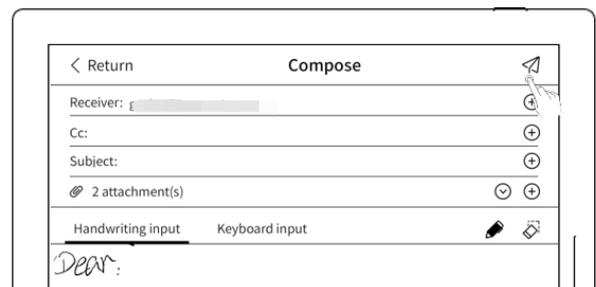
2、 Add attachments

- Tap “+” on the right of **the attachment added**
- Select the files to be attached, then tap “Add”



3、 Enter the receiver and related information

- Tap the send icon “✉” at the right top corner



***Note :** As file size of attachments is limited, multiple files or large ones are not recommended.

6.1.4 Inbox

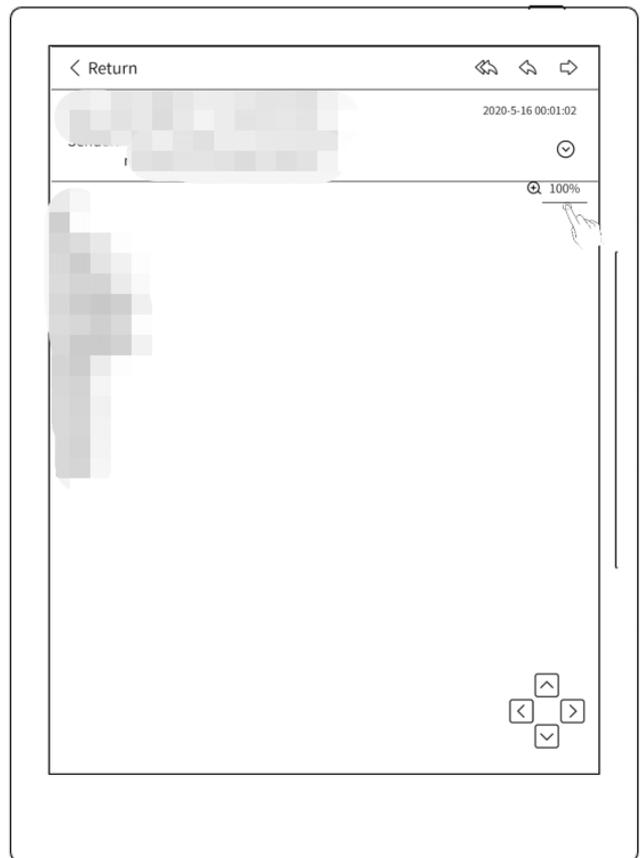
1、 Enter email page, the default page is inbox page

- Tap the icon “” at the right top corner, emails will be synced manually.



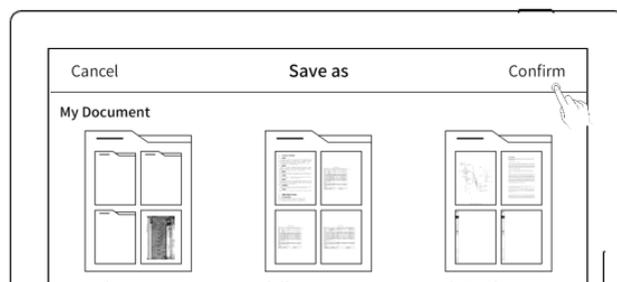
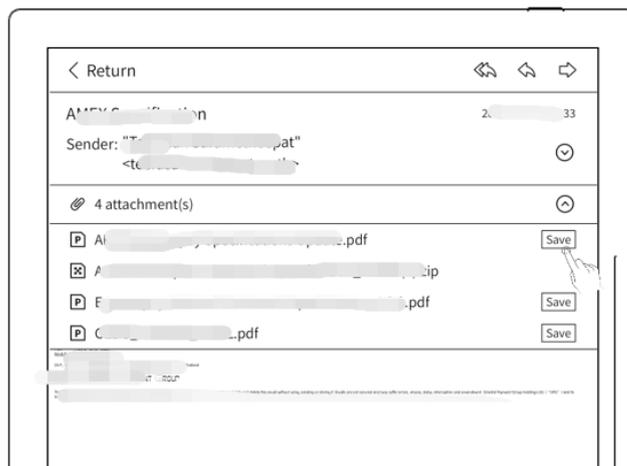
2、 Tap the inbox list to check your emails

- Tap the percentage icon to adjust the message content display size
- Tap the four arrows at the left bottom corner to turn pages to view more contents



3、 Save attachments

- Tap the icon “” on the right
- Tap “**Save**” on the attachments list
- Select the folder to be saved to, then tap “**confirm**”



***Note: Currently, you can only save files that can be recognized by the device (e.g. PDF/EPUB files).**

6.1.5 Delete local emails

- 1、 Enter the email page, and the default page is inbox page
 - Tap the icon “” at the top right corner



2、 Select the emails to be deleted

- Tap the delete icon “” at the bottom
- Tap “**confirm**”



***Note:** Only local emails will be deleted, if the function of Delete same synchronized messages on the server when delete local messages is off (emails on the sever remain intact).

6.2 Calendar

Activate the right tag bar, tap “**Calendar**” (the default page is month view page when first enter).

6.2.1 Month view

1、 Tap the icon “” at the left top corner to switch to the week view page

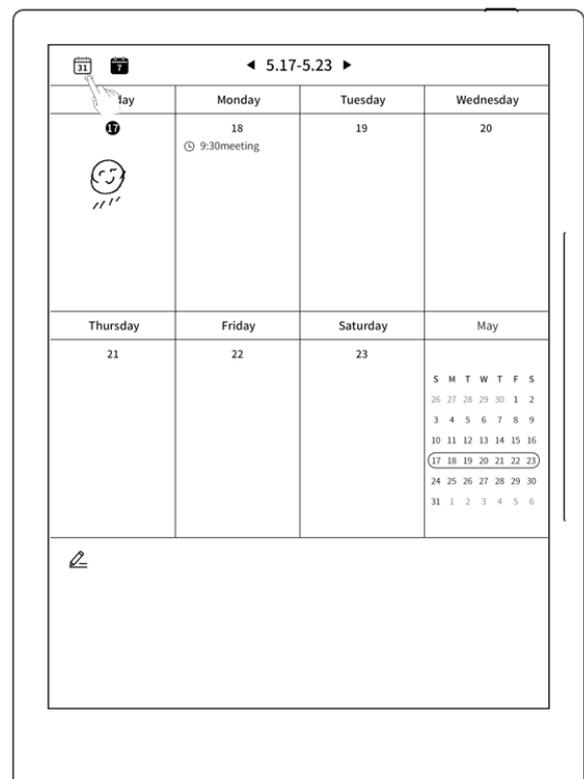
- You can mark anywhere on the current page



6.2.2 Week view

2、 Tap the icon “” at the left top corner to switch to the Month view page

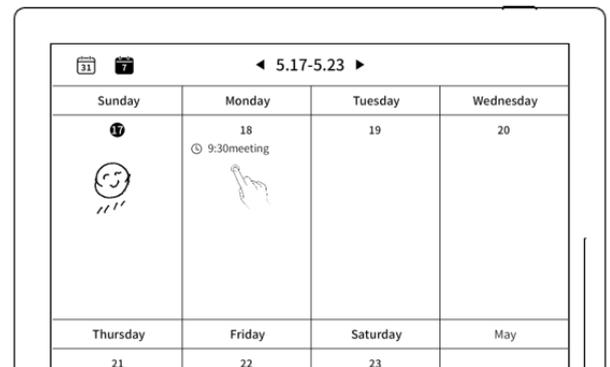
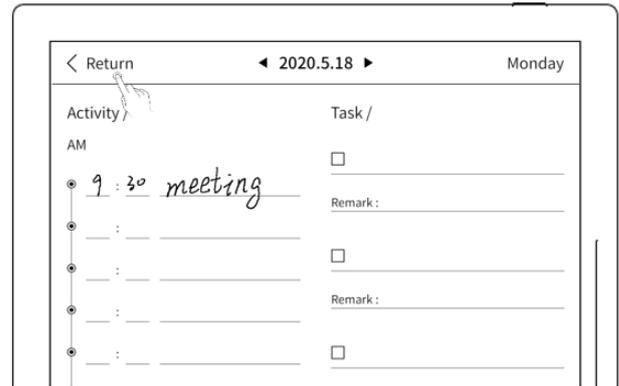
- You can mark anywhere on the current page



6.2.3 Daily details page

3、 Single tap to select a certain day on month view page or week view page, then double click the area of this day to enter the daily details page

- Write down the activity & task
- Tap “Return” to view the recognized contents on month view page or week view page



***Note: Handwriting on this page is constrained by the requirement of layout and certain area of the screen is not responsive. Recognition rates vary according to the recorded handwritings.**

Chapter 7 Convenience Features

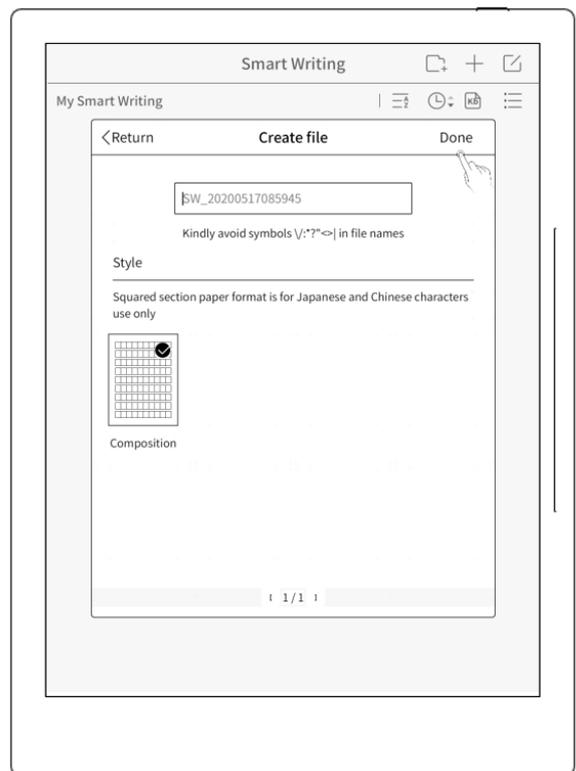
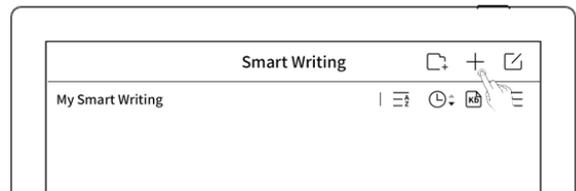
7.1 Smart Writing(Handwriting Recognition->HWR)

Currently, HWR is an experimental feature and templates are supported for only Chinese and Japanese. SUPERNOTE™ can only convert handwritten notes into digital text documents on HWR writing page. (Please refer to [tag management](#) if there is no HWR on the left tag bar) .

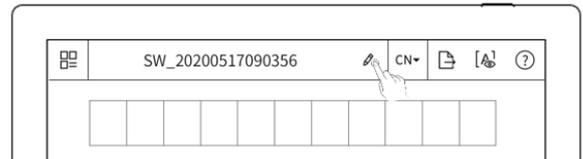
➤ Create an HWR page

1、 Enter the “Smart Writing”page,
tap icon “+”

- Enter the file’s name (Optional),
tap “Done” to enter the HWR
writing page

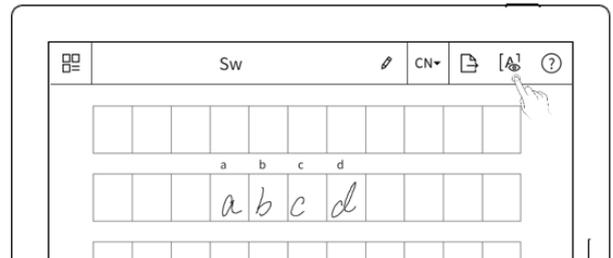


2、 Tap icon “” to rename the file



➤ Recognize when you write

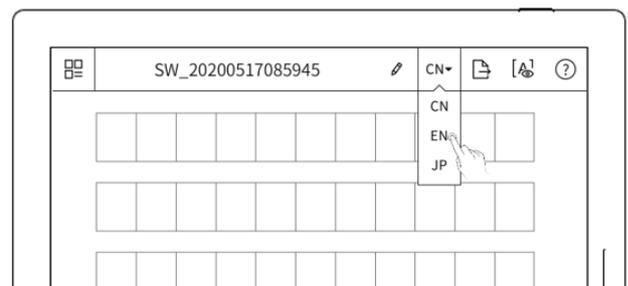
3、 Write in the squares. A single square can only be occupied by one character



- When the icon “” is shown recognized text will be visible
- When the icon “” is shown recognized text will be hidden

➤ Change the recognition language

4、 If you need to convert different languages, you can switch languages

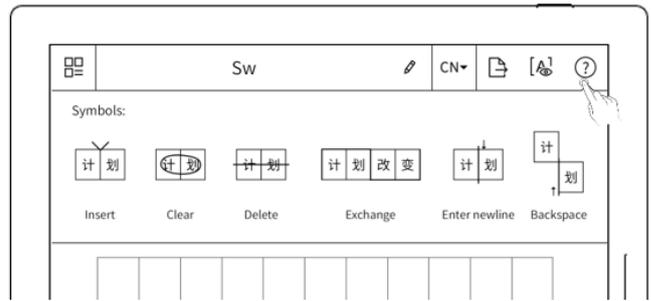


- Tap the drop-down box of “CN/JP/EN” to select the language you want to write.

➤ Revision symbol

5、 For the recognized text, we provide symbols for revision

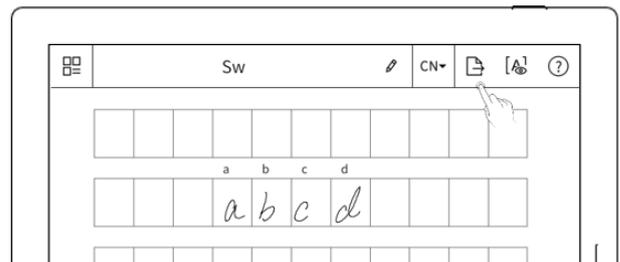
- Tap the icon “?” to check the symbols description



➤ Export the text documents

6、 For the recognized texts, they can be exported as TXT files

- Tap the export icon “📄”, then the recognized files will be exported to the /EXPORT directory



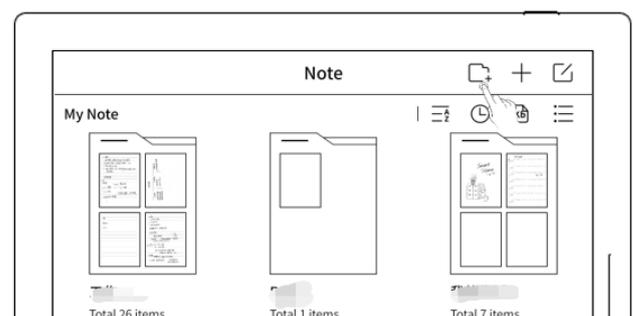
7.2 Organize your files

You can organize (Rename/add/move/delete) all your files, including your notebooks, documents (PDFs/EPUBs) and HWR notebooks.

Files can be organized on the homepage of Notebook, Document and HWR notebook. Here, we take the homepage of Notebook as an example.

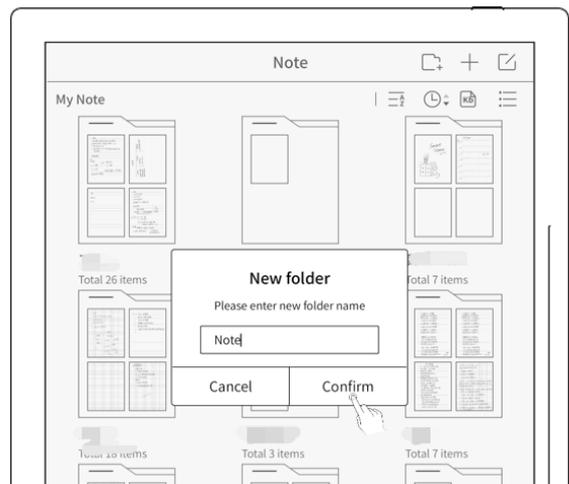
➤ Create a new folder

- 1、 Activate the right tag bar to enter the “**Note**” homepage directly; if you enter a certain Note page, tap the icon “☐☐” to enter the Note homepage. Then tap the icon “📄+”



to create a new folder

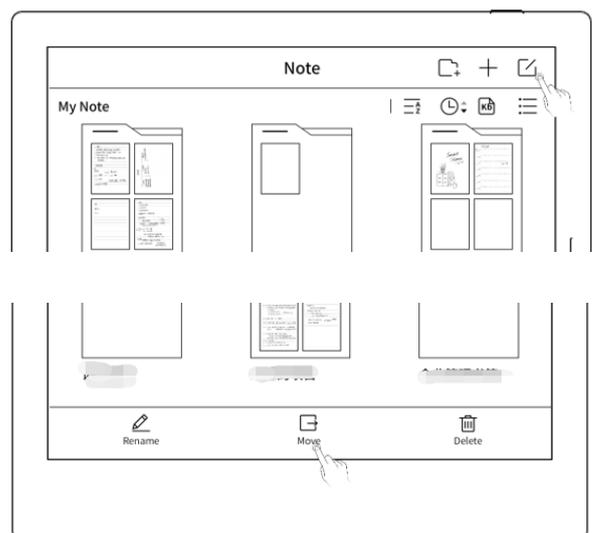
- 2、 Enter the name of new folder, tap **“confirm”**



➤ Move a file or folder

- 1、 On the **Note** homepage

- Tap the **edit** icon “”
- Select the files or folders to be moved (Multiple-Choice is supported)
- Tap **“Move”**



- 2、 On **Move to** page

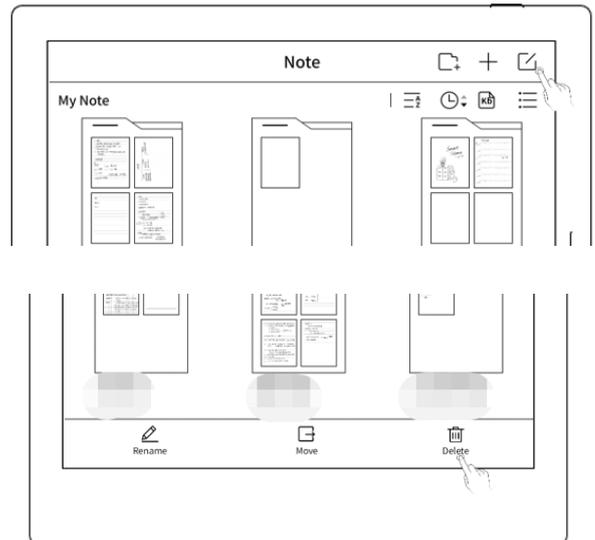
- Select the folder to be moved to, tap **“Confirm”**



➤ Delete a file or folder

1、 On the **Note** homepage

- Tap the **edit** icon “✍️”
- Select the files or folders to be deleted (Multiple-Choice is supported)
- Tap the **Delete** icon “🗑️”



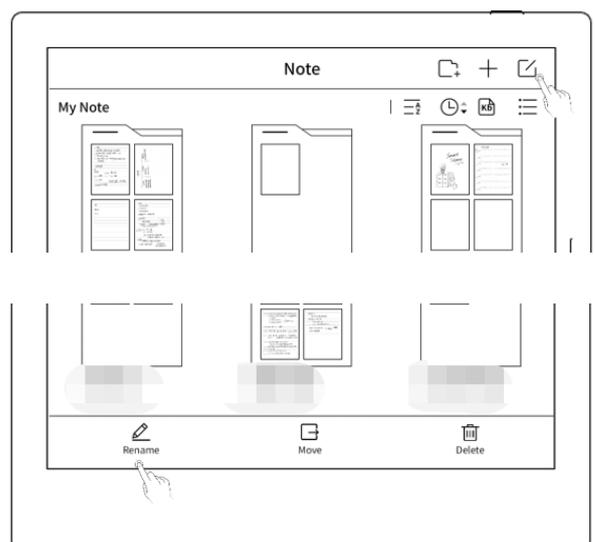
2、 Tap “**Confirm**”



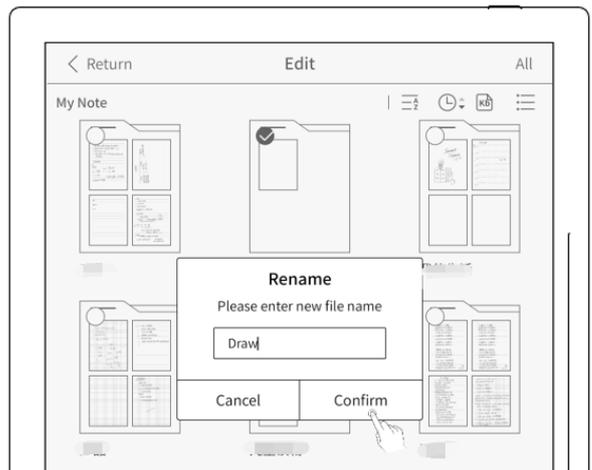
➤ Rename a file or a folder

1、 On the **Note** homepage

- Tap the **edit** icon “✍️”
- Select the file or folder to be renamed (Only single-choice is supported)
- Tap “**Rename**”



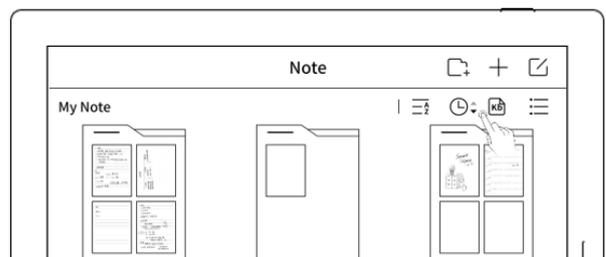
- 2、 Enter the new name of the selected file or folder, then tap **“Confirm”**



➤ Sort files or folders

- 1、 On the **Note** homepage

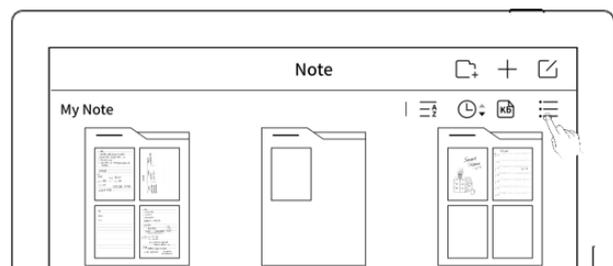
- Tap icon “ ”, then files will be sorted by their names
- Tap icon “ ”, then files will be sorted by the time when they are created or modified
- Tap icon “ ”, then files will be sorted by their sizes



➤ View files or folders

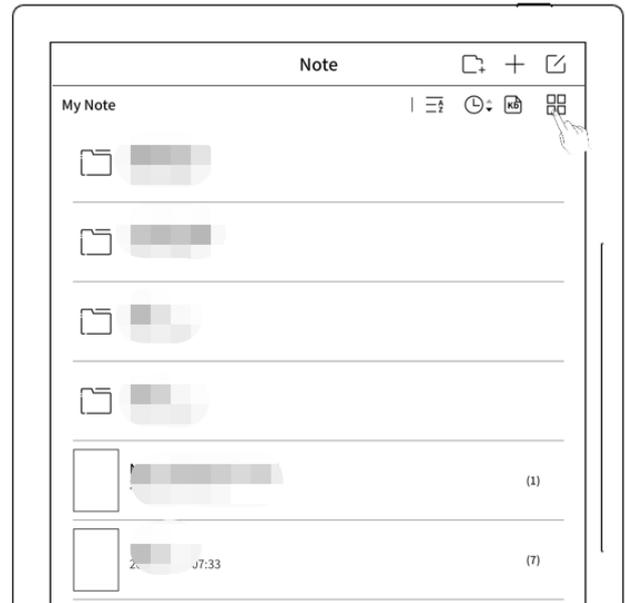
- 1、 On the **Note** homepage

- Tap icon “ ”, then files will be displayed in list view



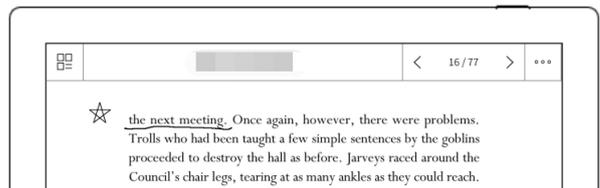
2、 Thumbnails

- Tap icon “”, then files will be displayed as thumbnails



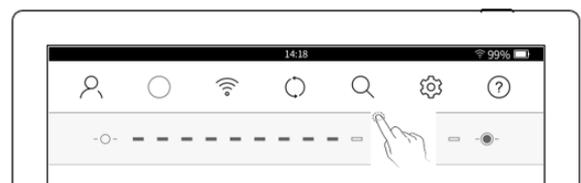
7.3 Symbol Recognition

When you draw a star “” on Note or Document page, this symbol will be automatically recognized as a marker so that the marked page can be quickly found by star search



7.4 Search

Activate the top status bar, tap the Search icon “”



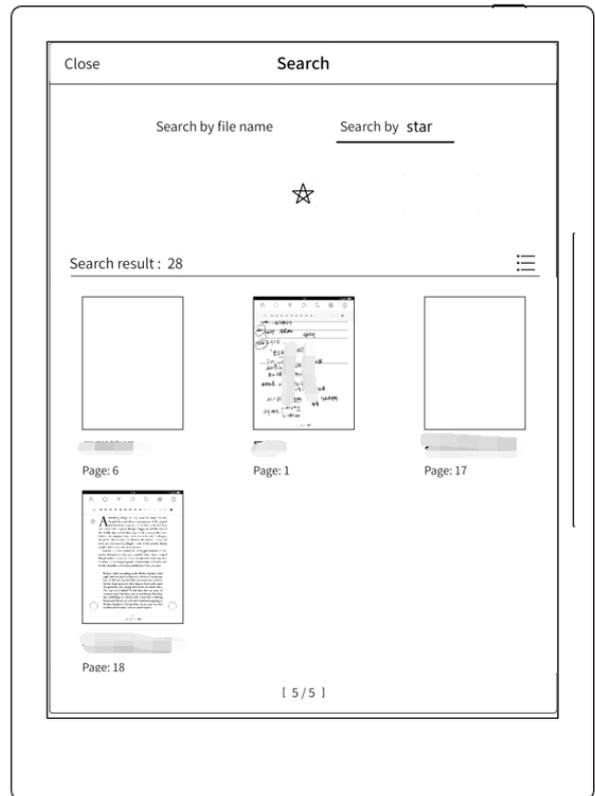
➤ Search by file name

- Enter the file name
- Tap “Search”



➤ ☆ search

- Tap star search, then all the pages you have marked with ☆ in notes and documents will be shown in the search results



7.5 Region copy and move

- 1、 Activate the left toolbar on Document or Note page, tap icon , Circle around the handwritings with stylus to forge a selecting region



2、 Region copy

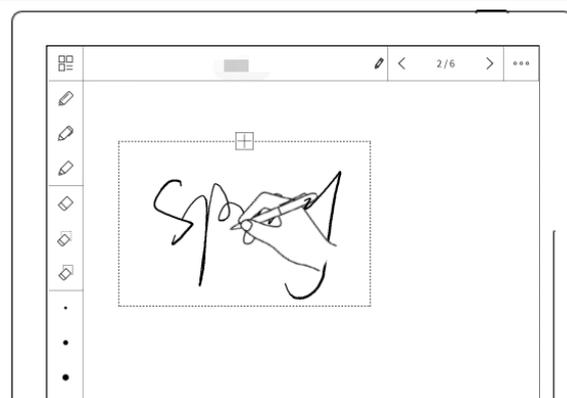
- Tap the copy icon “+” in the middle of the upper column, the area icon will indicate the state of past-able as “+”
- Tap the screen with the pen tip on the current page or other pages to paste
- Click “+” again to clear the pasteboard



***Note: Region copy supports cross-note file copy**

3、 Region move

- Use a pen to drag in the area selection box to move the selected content to the position you want to move to



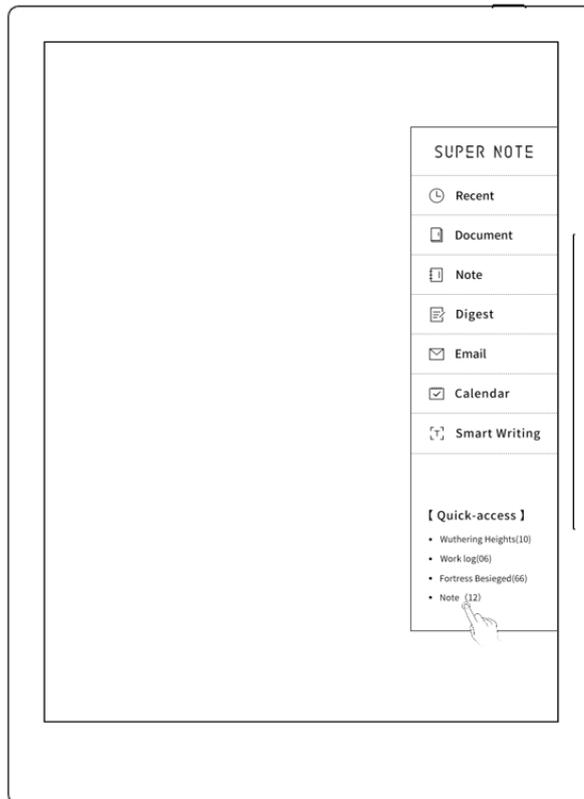
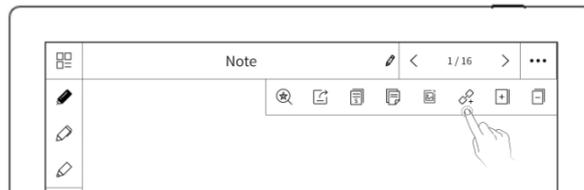
7.6 Quick access

You can add frequently visited Note or Document pages into the Quick Access on the right tag bar in order to quickly access the files you need.

➤ Add to quick access

1、 Open a Notebook or Document page

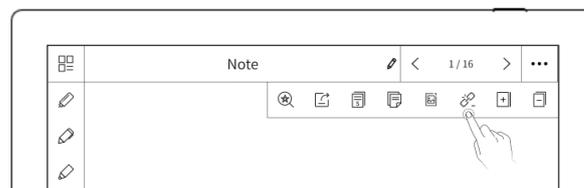
- Tap the **quick access** icon “🔗+” on the top toolbar
- Activate the right tag bar to check whether the file name of the page has been added to Quick access at the bottom of the tag bar
- Tap the file name to open the page



➤ Delete quick access for a page

2、 On a page has been added to quick access

- Tap the icon “🔗-” on the top toolbar
- Activate the right tag bar to check whether the file name of the page has been deleted



7.7 Recent access

This function will allow you to access the files you recently visited.

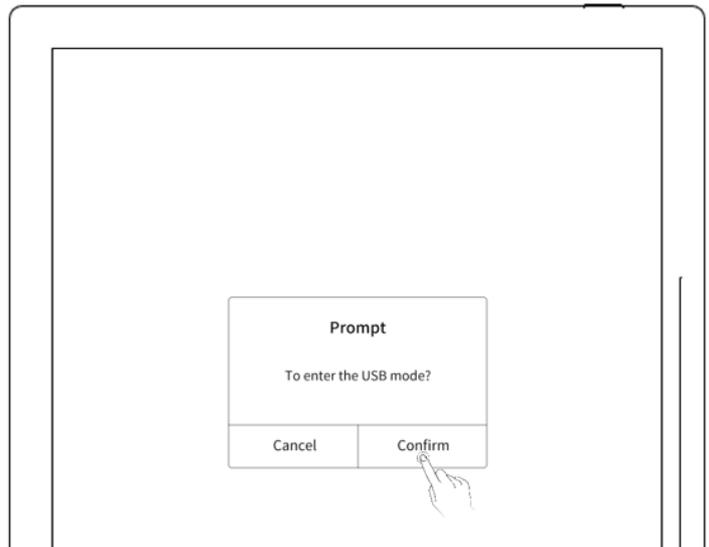
Activate the right tag bar, and tap “**Recent**”, then tap the file you need.

Chapter 8 Basic functions

8.1 USB connection

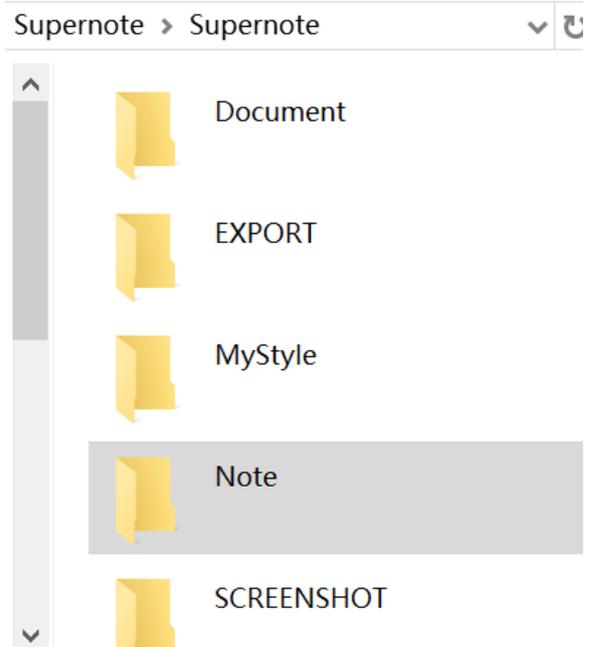
You can use the USB to connect your device and PC, which can charge your device, organize and transfer files.

- 1、 Use USB cable to connect your Supernote device to PC, tap **“Confirm”** to enter USB mode.



➤ For Windows

- Find the /Supernote directory
- Click /Supernote, then you can manipulate all the files in the device



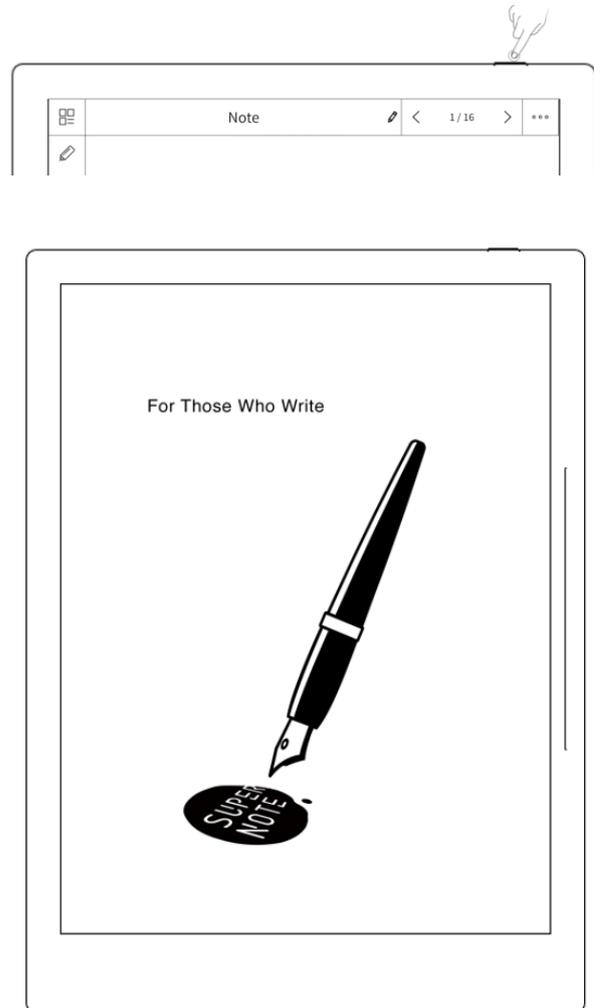
➤ For MAC

- MTP tools such as Commander One and openMTP are required

8.2 Wake up from sleep mode

➤ Enter sleep mode

- In standby state, the device will automatically enter hibernate mode and display screensaver page according to the sleep time set by the user (please refer to [the screensaver, low power consumption setting](#))
- In active state, press the power button to enter hibernate mode



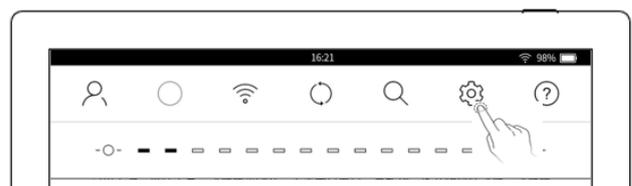
➤ Wake up the device

In hibernate mode, press the power button to go back to the page before hibernation (If there is a screen lock password, you need to type it to wake up the device)

8.3 Reboot & update

1、 Activate the top status bar

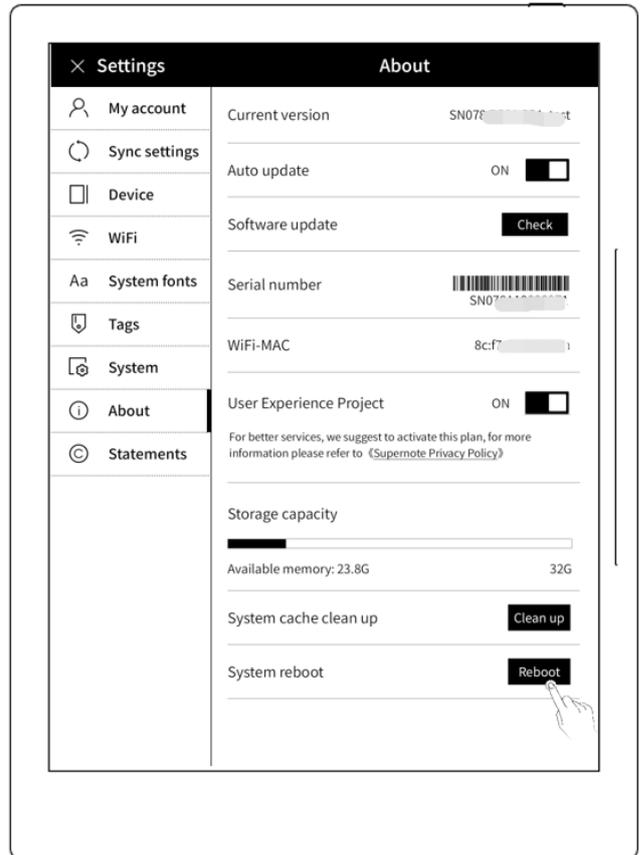
- Tap the setting icon “”



2、 Tap “About”

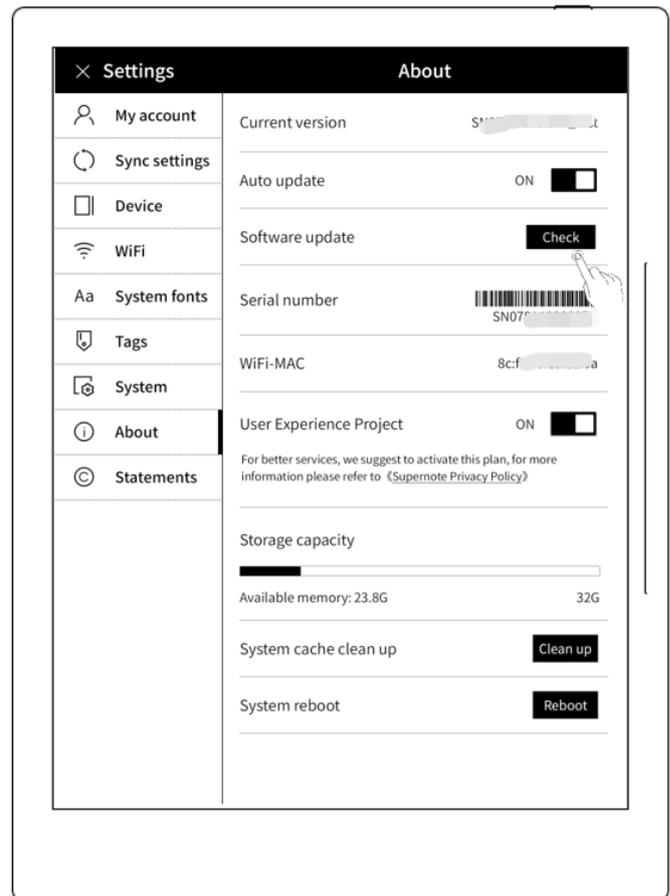
➤ Reboot

3、 Tap “Reboot” from the system
reboot



➤ Update

- Tap “Check”
- It will start to download firmware if there is a new release
- After downloading, tap “Update Now”

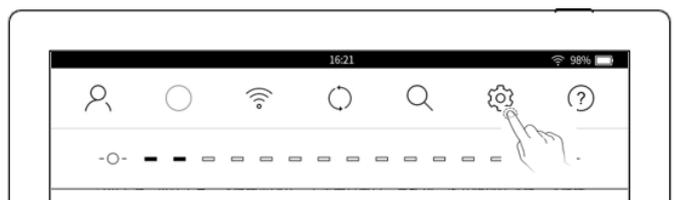


***Note: Please back up your files before updating.**

8.4 Reset

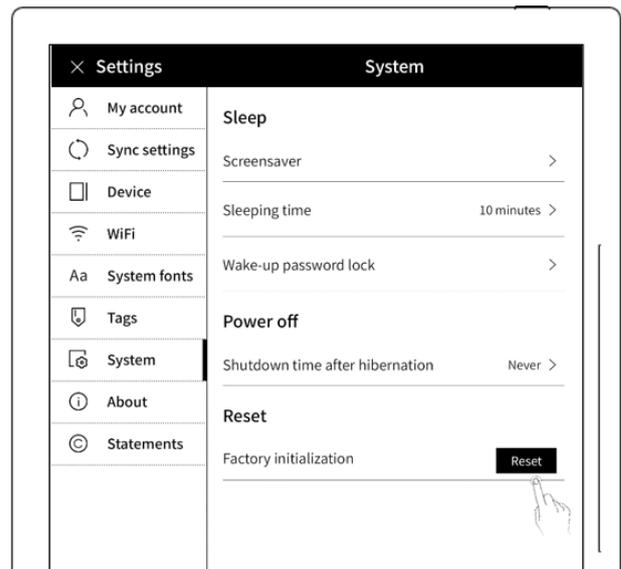
1、 Activate the top status bar

- Tap the **settings** icon 
- Tap “System”



2、 Tap “Reset” on the Factory initialization

- Tap “Confirm”

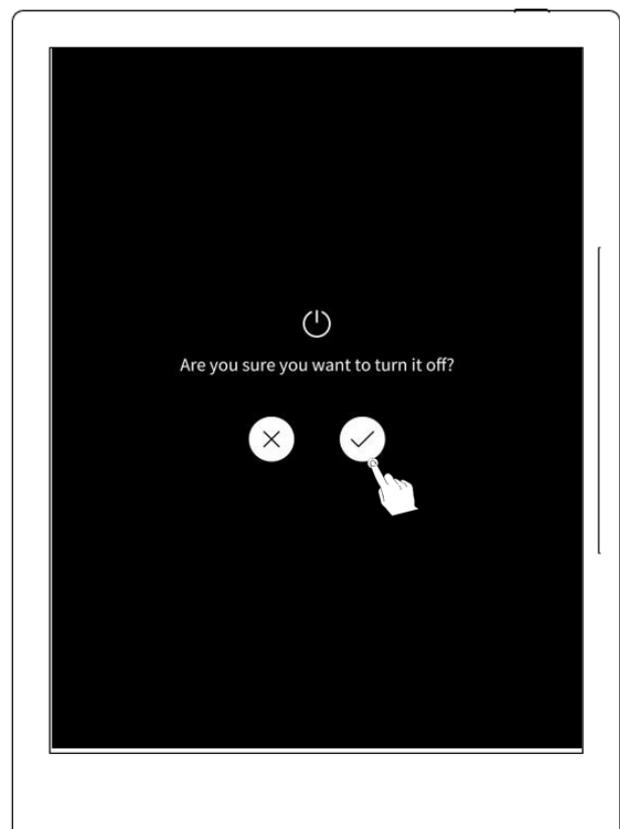


***Note: Please back up your files before reset, as this operation will erase all the files and account information on the device.**

8.5 Power off/Shutdown

1、 Graceful shutdown

- Long-press the power button till the shutdown page appear, then tap “✓”



***Note: The device is powered off after 10 seconds when you tap “✓”**

2、 Hard shutdown

- Long press the power button (>5 seconds) , then the device shut down immediately

Chapter 9 Privacy and security

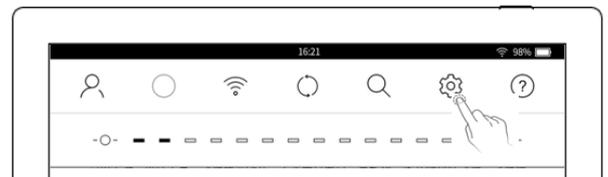
9.1 Privacy

User Experience Project only upload the exception log, which can help to diagnose and improve Supernote device. Your files on the device will not been uploaded.

9.1.1 User Experience Project ON/ Off

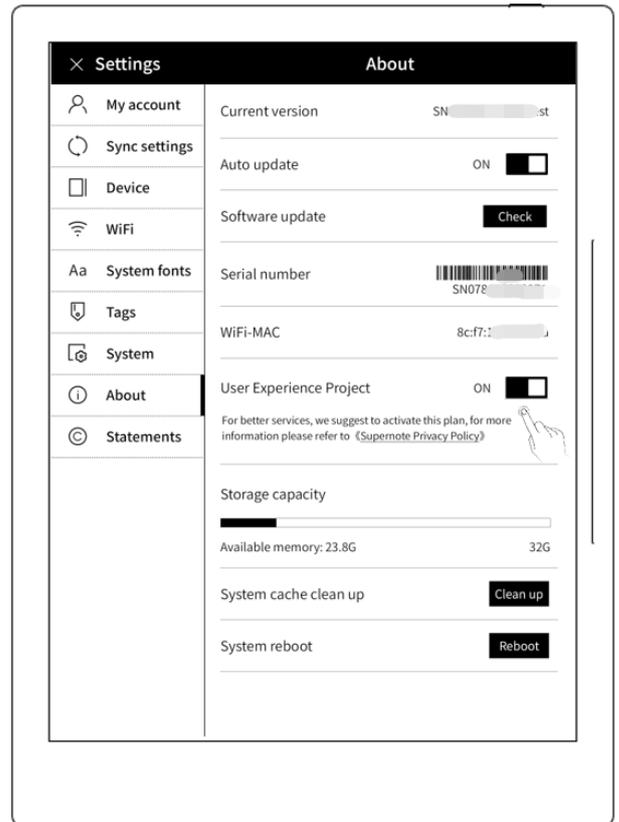
1、 Activate the top status bar

- Tap the **settings** icon “”
- Tap “**About**”



2、 You can view《Supernote Privacy Policy》
on “About” page

- Tap the “User Experience Project to turn it ON/OFF”



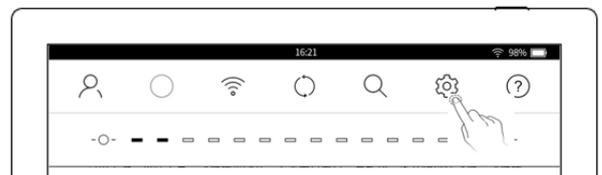
9.2 Security

To improve security, we strongly recommend you to set a password to unlock the device when power-on or wake-up.

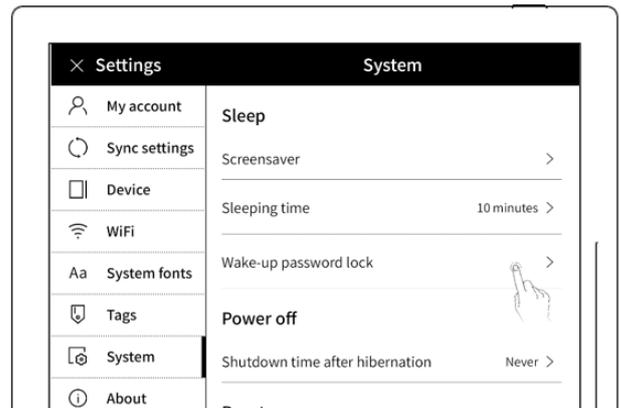
9.2.1 Screen-lock password

1、 Activate the top status bar

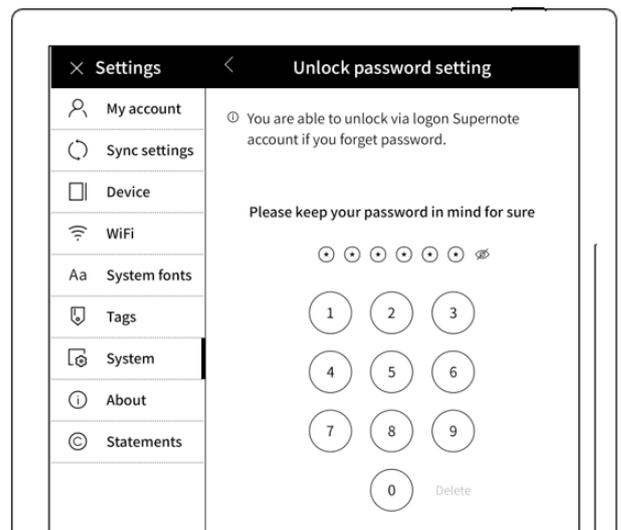
- Tap the **settings** icon “”
- Tap “**System**”



- 2、 Tap “Wake-up password lock” on System page



- 3、 Enter a 6-digit screen-lock password and confirm it twice



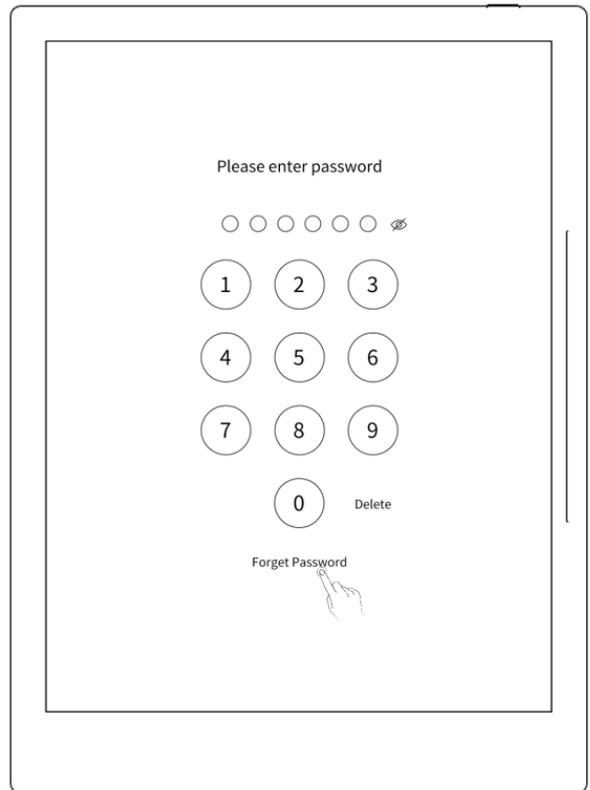
- 4、 After setting the password, you need to enter it to unlock when wake-up

***Note:** You are able to unlock the screen via login Supernote Account if you forget the password (Please refer to [Register and login from device](#))

9.2.2 Forget screen-lock password

You are able to unlock the screen via login Supernote Account if you forget screen-lock password.

1、 Tap “Forget Password”

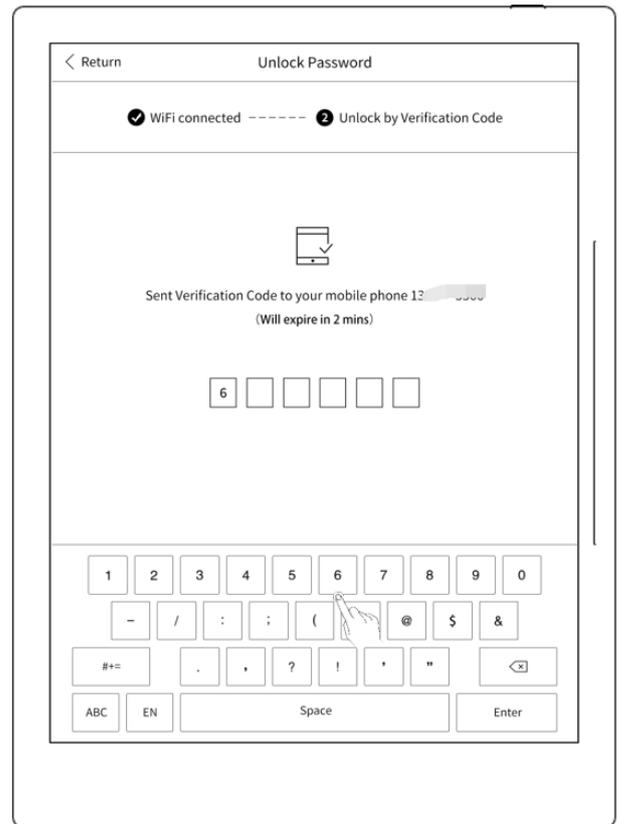


2、 The device will try to connect to Wi-Fi



3、 After successfully connected, the device will send a 6-digit verification code to your registered mobile phone or email address

- Type in the verification code you just received



4、 After successful unlock, it will jump to setting screen-lock password page, where you can reset the password

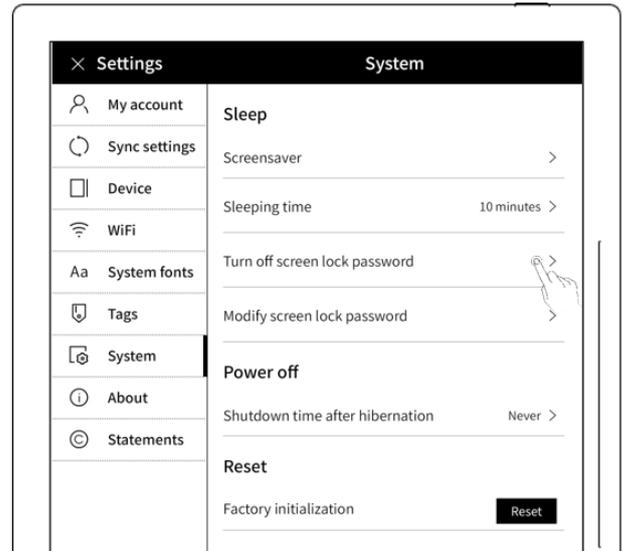
***Note: If you have not registered an Supernote account, please recall your password and try different combinations first; if you still cannot input correct password, please contact Supernote Customer Service.**

9.2.3 Disable screen-lock password

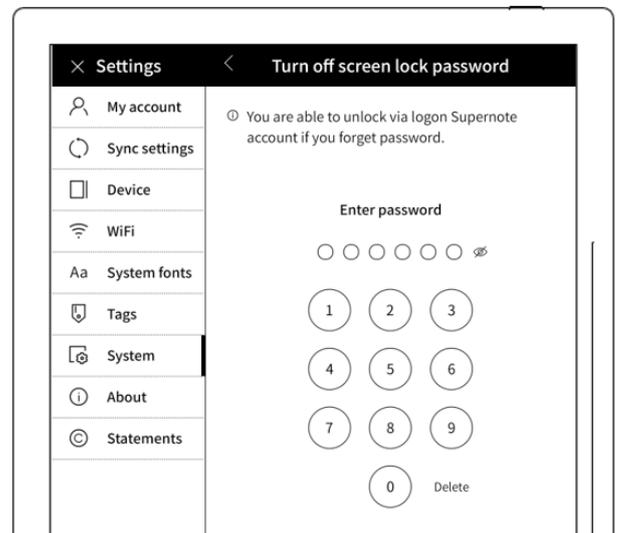
1、 Activate the top status bar

- Tap the **settings** icon “

- 2、 Tap “Turn off screen lock password” on the System page



- 3、 Type in the right 6-digit password to disable screen-lock password



Chapter 10 Cloud & Partner APP

10.1 Supernote Cloud

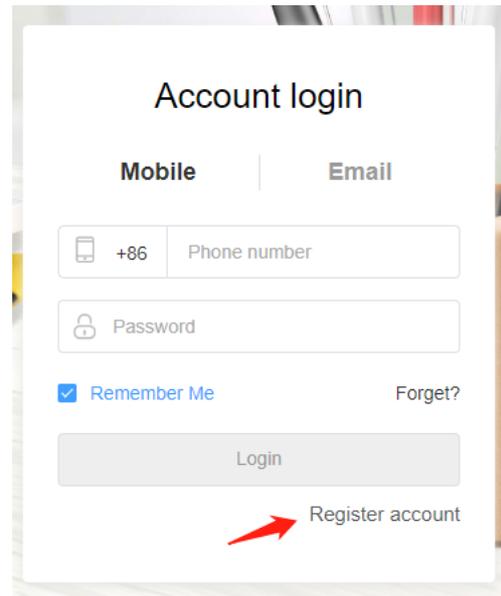
Supernote cloud is bound to your Supernote device with sole account. If you have registered the cloud service, but never login on the Supernote device, your cloud service is still not available.

10.1.1 Register and login

1、 Open the following web page from PC:

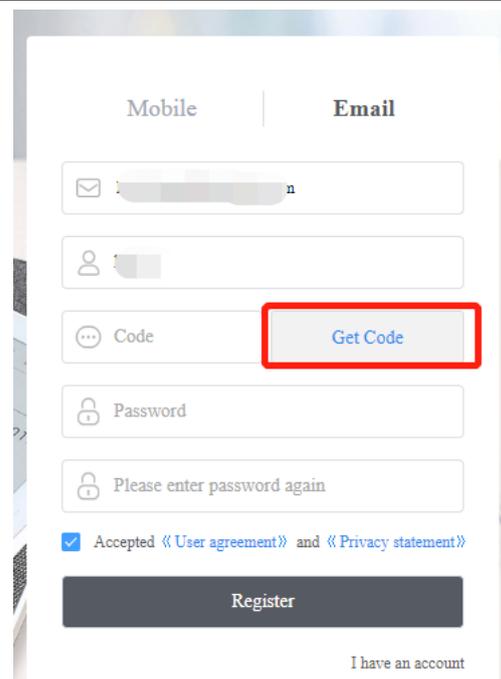
<https://cloud.supernote.com>

- If you have not registered an account, please click **“Register account”**

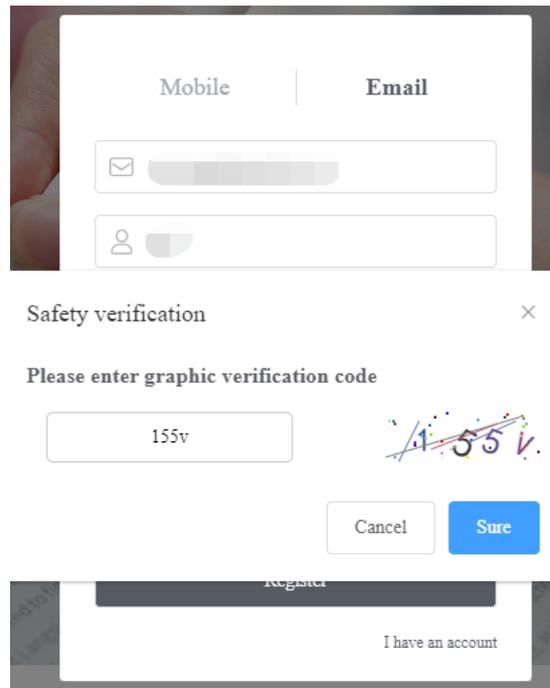


2、 Email and mobile phone number are available for registration

- Enter email address or mobile phone number
- Set a user name
- Click **“Get Code”**

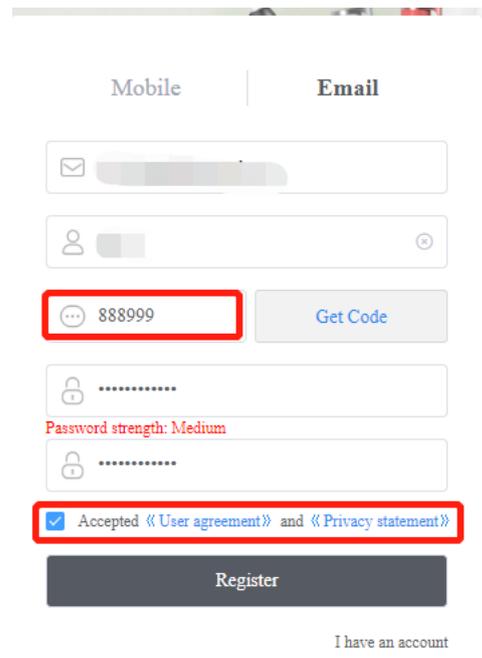


- 3、 Enter the graphic verification code and click “Sure”



- 4、 To continue on the registration page:

- Enter the verification code you just received from your mobile phone or email
- Enter the password twice
- Tick User agreement
- Click “Register”

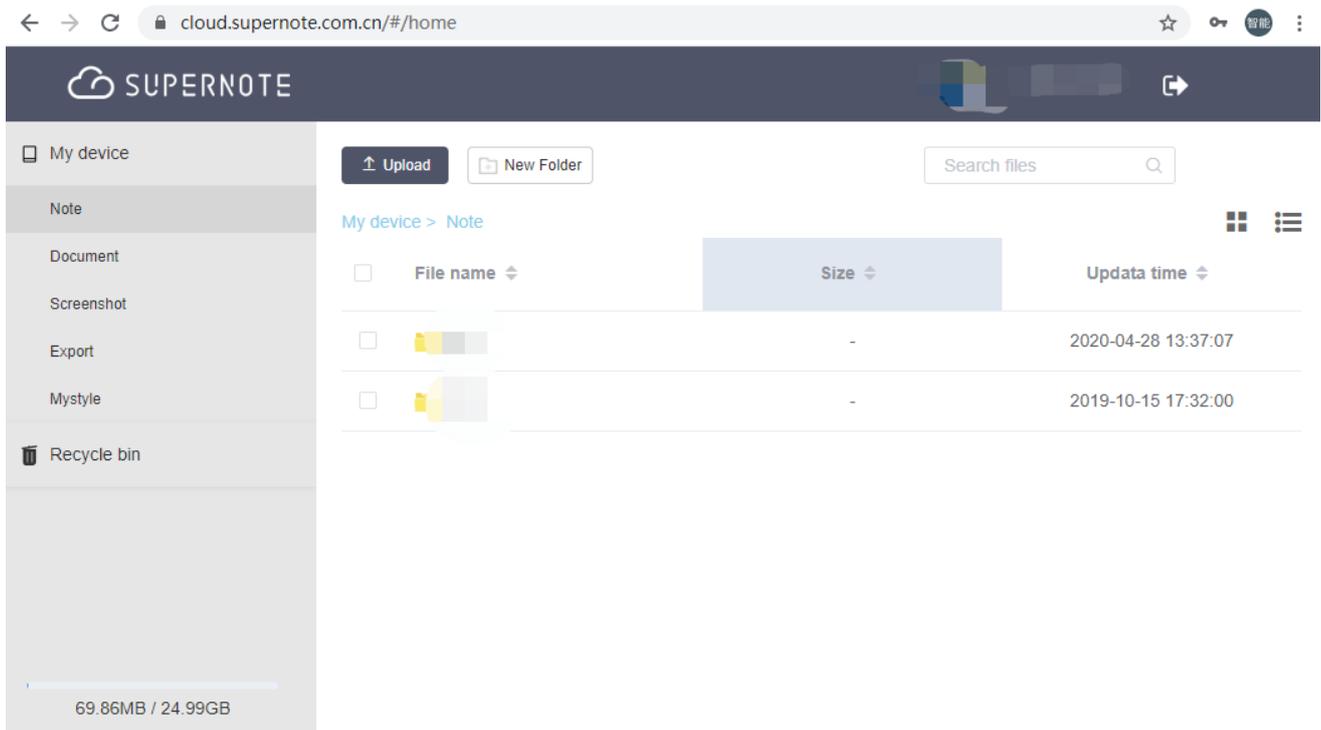


*Note: After registered from PC, you have to login from the Supernote device, and then your cloud service will be activated.

10.1.2 Cloud

Cloud provides the following main services.

- Organize files: create, rename, move, copy and delete files and folders
- Upload files: Files uploaded from PC to cloud can be synced to the device
- View files: The files and notes on device can be viewed and downloaded from cloud after syncing

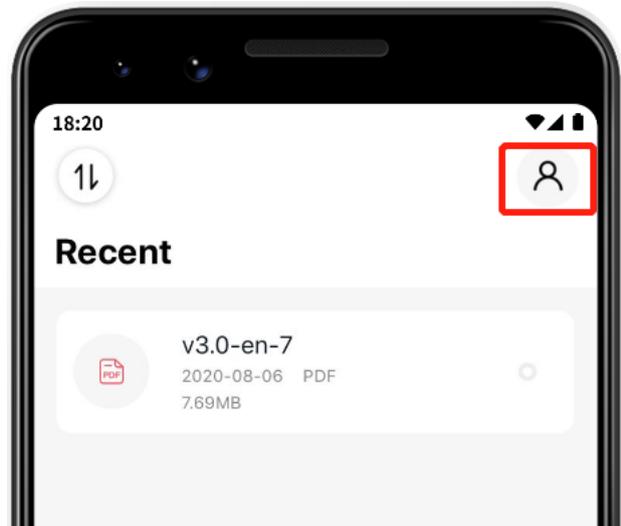


10.2 Supernote Partner App

Supernote Partner is a partner application for Supernote devices. You can view the notes you write on your device, organize your documents, share and export your notes.

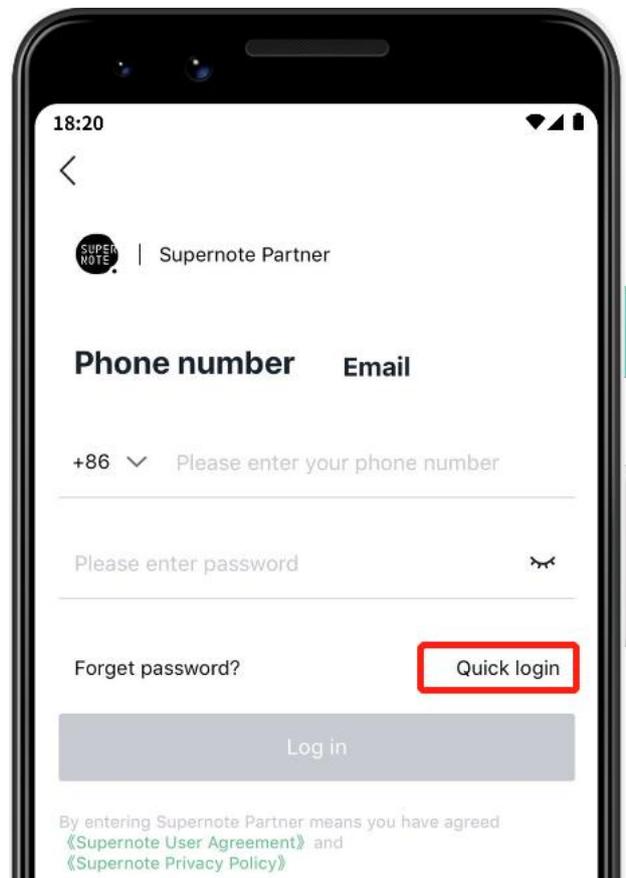
10.2.1 Quick login on Mobile APP

- 1、 Open Supernote Partner APP on your mobile device. The default page is “Recent”page, tap the icon “  ”on the top right corner.



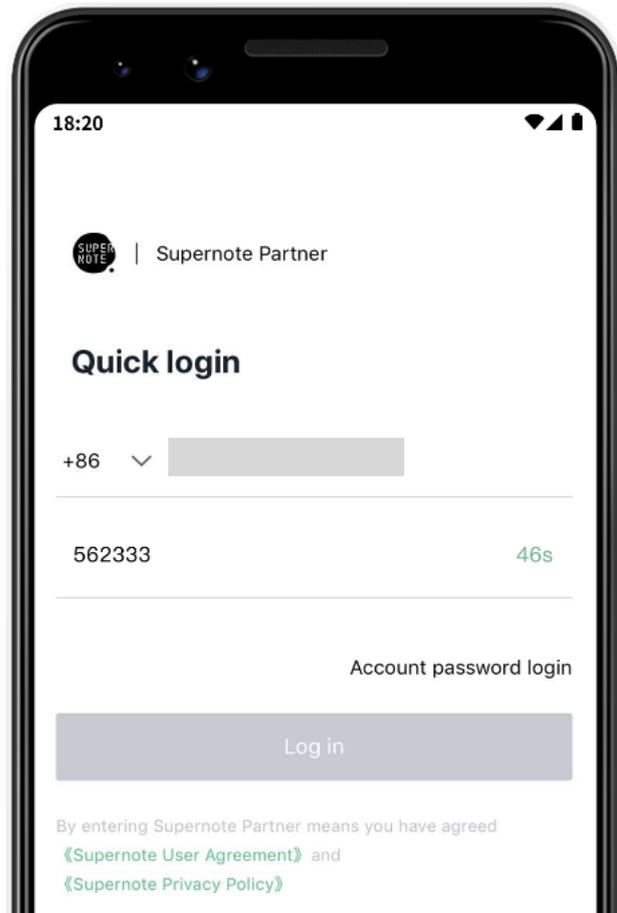
- 2、 Tap the avata to enter the login page

- Tap “Quick login”



3、 Enter your mobile phone number

- Tap “Get code”
- Enter verification code you have just received
- Tap “Login”



4、 Set up password (if the account has registered already, this step will be skipped and login directly)

- Enter the password twice



5、 Please use the registered account to login on Supernote device

- Tap “**Device registration completed**”
- It will jump to the login page (Use your account and password to login)



***Note:** After registered from APP, you have to login from the Supernote device, and then the cloud service will be activated.

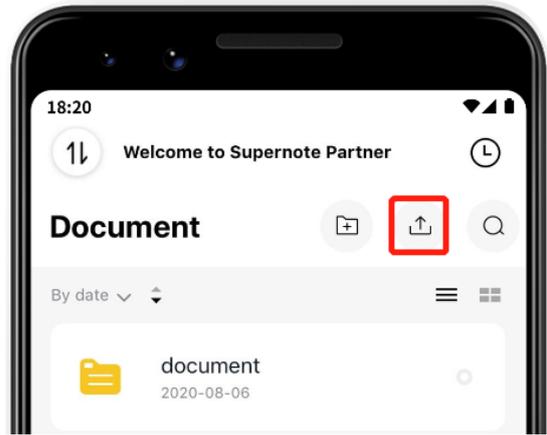
10.2.2 APP main functions

Open the Supernote Partner APP and login .

➤ Upload file

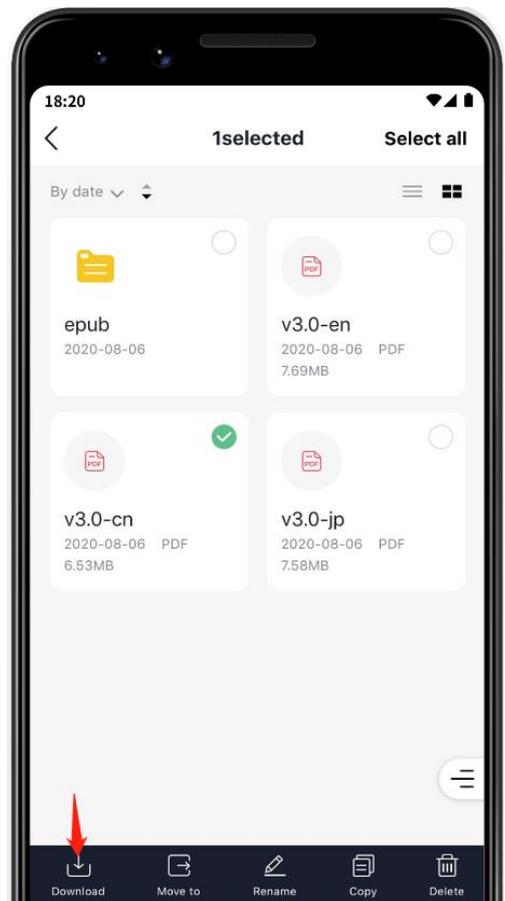
Documents in the mobile phone can be upload to Supernote Cloud and then synchronized to Supernote device.

- Tap “” and choose the file in mobile phone to be uploaded.



➤ Download file

Files listed in the APP can be selected and download to the mobile phone and saved locally; you can organize these files by using APP as well.

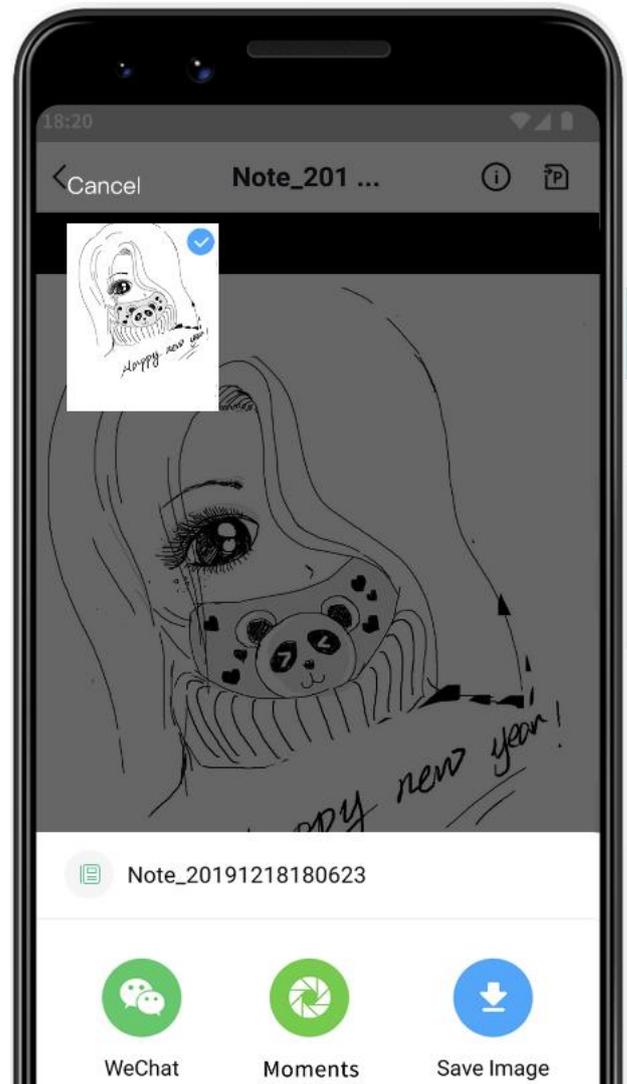


➤ View and share note

Tap a note file in the Note directory to open it. Currently, only notes in the format of PDF and PNG can be exported and shared; tap “ / ” in the upper right corner to switch the format of notes to be exported and shared.

- Tap “” under the file to share the currently viewed note format

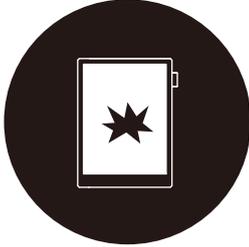
(Currently, notes can only be shared via Wechat and more apps will be supported in future versions of software)



*Note: Currently, only notes can be shared when viewing. This function is not applicable to Documents and files in other directory.

Chapter 11 Safety

Fragile, No Extrusion



No Unauthorized Disassembly



Keep Dry



Away from Strong Magnetic

and Electrostatic Field



- Screen is fragile, keep away from extrusion, bump, drop ,sharps
- Keep away from strong magnetic and electrostatic fields to avoid any potential damage
- Please do not disassemble the device, otherwise, the warranty will be invalid
- Please keep away from severe environments, such as high/low temperatures, dry, humidify, smoke and dust
- The device is not waterproof, please avoid water and other liquids
- Supernote™ will not be responsible for any damage or deletion of data stored in the device as well as relevant indirect loss caused by abnormal operations or accidental situations

Chapter 12 FAQ and Troubleshooting

Q: How to check my handwriting notes via PC or smartphone devices?

A: You can export via USB cable or by sharing function (Wi-Fi connection needed).

(1) Export: Click mark, choose page and format (PDF/PNG), click Export. By connecting with USB cable, you can find the note(s) you exported in "Note" folder of Supernote hard drive

(2) Sharing: Click mark, choose page and format (PDF/PNG), click QR code or Email (Email account registration needed) sharing

(3) If you are already registered Supernote account, you can check via PC cloud drive and Supernote Partner APP

Q: How to register third party email?

A: Currently we support IMAP protocol emails and you have to activate IMAP service before registration, except Gmail.

For Gmail only:

Go to Supernote device slide bar menu and click Email, choose Gmail, then it will jump to browser to proceed authorization. You will be able to login upon authorization completed.

Q: How to import document customized fonts

A:

1. Connect Supernote device and PC via USB, create a folder named "fonts" under Document directory, then put the fonts to be imported under this folder.

2. Tap "Aa", click the pull-down box to view and select the imported font(s).

Note: You can also create a "fonts" folder under Document on Supernote cloud or Supernote Partner APP, and import fonts to Supernote device by synchronization.

Q: How to set custom paper format?

A:

➤ Requirements:

1. Paper size: 1404px*1872px

2. Image format: PNG only

3. Image name should not contain Chinese and special characters (e.g. \

/; * ? " < > |.) as well as space

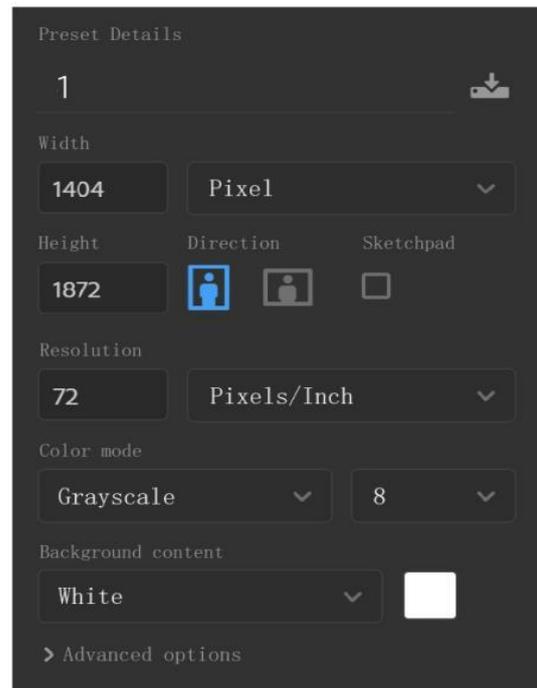
Note: In order to show better effect, we suggest not to apply large grey area in this image, no optionally change of image or rename of file.

4. Copy and paste the saved image to /MyStyle directory of Supernote disk. The custom paper formats are to be found from the paper format list of Supernote

➤ **Method:**

Method 1: You can use the drawing software to create on your PC (e.g. Photoshop, PS version is CC2017).

1、 Click “File”->”New”, to set width, height, resolution ratio, color mode and background



2、 After setting canvas, draw the format according to personal preferences

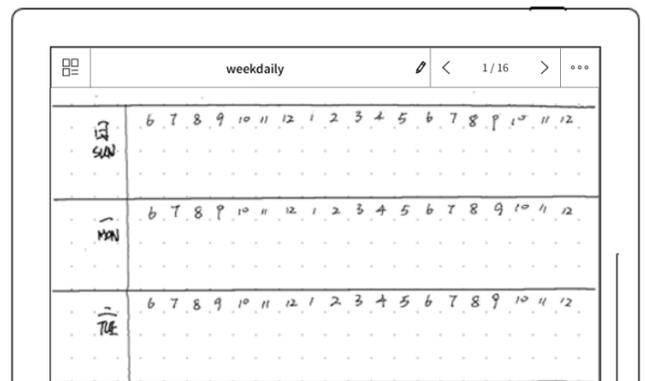
3、 Click“File”->“Save” to save the file in PNG format to relevant folder



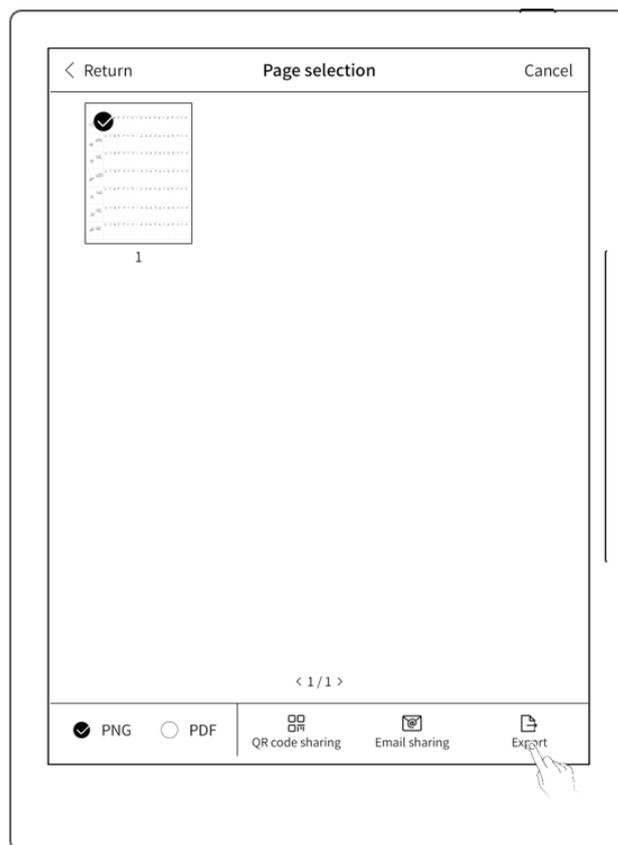
4、 Copy and paste the saved image to “MyStyle” directory of U disk. The customer paper formats are to be found from the paper format list of Supernote

Method 2: You can sketch directly on Superote device.

1、 Create a new Note file, and draw a template



2、 Export it with PNG format



3、 Find the exported files on Export\ directory , paste it to the “Mystyle\”directory

Note: Customized templates can only be showed on the note exported to local drive or shared by email.

Q: How to get Supernote Partner APP ?

A: You can search Supernote Partner Google Play and App Store, or download it directly from

<https://supernote.com>

➤ Android phone

➤ iphone



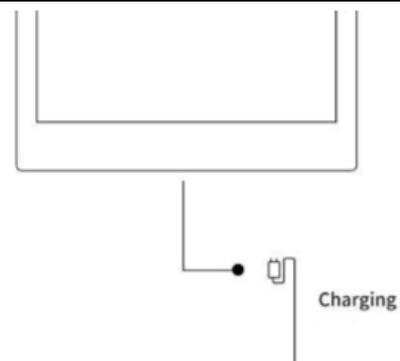
* Stay tuned for the continuous update of the APP.

Q: What should I do when the device freezes or fails to boot?

If the screen of the device freezes, does not respond to touch or gets stuck when you turn it on, please try the following methods:

➤ If the device cannot be turned on or gets stuck when you are trying

-
- Connect the device to USB charger to charge



-
- After waiting for a few minutes, you should see the LOGO screen or boot progress bar until startup, and you can see the power display on the top status bar
-

***Note: If you do not see the boot screen within half an hour, please carefully check the socket of device, the USB cable and the power adapter. Make sure that all equipment is firmly connected, free of debris and not damaged. You can also try to use other USB Type-C cable or power adapter.**

➤ If the screen freezes or does not respond to touch

- You can try hard reboot. Long-press the power button until the SUPERNOTE logo appears
-

***Note: Hard rebooting the device will not erase the contents on it.**

If above methods cannot help to solve your problem, please contact Supernote Customer Service.

Q: How to eliminate afterimages on note pages or display screen?

A: Since afterimage on E-Paper Display is a normal phenomenon, please use refresh function by sliding the right side bar menu from bottom-up to clean afterimages of screen anytime you like.

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We have made every effort to ensure the accuracy of the information in this manual.

Availability of the functions and features described here may change in the future.